

ANACORTES PLANNING COMMISSION

Site Visit : 4:00 PM Site Visit, P/Q Pier Pedestrian Catwalk; Cap Sante Marina; **File #:** SDP-2018-0003. No public comments will be taken at the site visit. At the conclusion of the site visit, the Planning Commission will resume the continued public hearing on this matter at the scheduled September 12, 2018 evening meeting.

[VIEW AGENDA MATERIALS HERE](#)



September 12, 2018

Municipal Building Council Chambers

6th Street and "Q" Avenue

AGENDA

6:00 P.M.

1. **Roll Call**
2. **Minutes of August 8, 2018**
3. **Correspondence**
4. **New Business**
 - a. **Public Hearing:** P/Q Pier Pedestrian Catwalk; Port of Anacortes; SDP-2018-0003
5. **Old Business**
 - a. **Development Regulations Update:** Review of Title 19, Division 6: Project Design

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



Planning Commission Meeting Minutes for – August 8, 2018

This is not a verbatim transcript of the meeting and is written in an attempt to capture the general spirit of the discussion based upon notes and video observation by the author. To view the video recording of this meeting, click [here](https://www.anacorteswa.gov/700/Watch-Meetings), or go to <https://www.anacorteswa.gov/700/Watch-Meetings>.

Chair McNett called the meeting of August 8, 2018 to order at approximately 6:00 p.m.

Roll Call

Members Present: Commissioners Graf, Moffitt, Cleland-McGrath, Doll, Mount, and McNett

Absent: Commissioner MacKenzie

Minutes

Minutes of July 25 were approved as read.

Correspondence

None

Old Business

Public Meeting – Divisions IV of the Draft Development Regulations

Commissioners and staff sat in a round table format in front of the audience.

Libby Grage, Planning Manager, provided an updated study session schedule.

Bob Bengford, MAKERS, presented recommendations of the code based on previous study sessions.

Jimmy Blais, 2405 1st Ave, Seattle, MJB Properties. Mr. Blaise requested including more choices for amenities in departure allowances.

Cynthia Richardson, 315 V Ave. Ms. Richardson did not support bonus incentives.

Robert Festa, 211 E Park Drive. Mr. Festa commented on code for staff to consider.

Commissioners questioned the height increase in the MMU Zone. Staff clarified that the discussion related to allowing height increase in exchange for public amenities in the MMU waterfront district. Commissioners requested staff provide a recommendation of amenities to move forward with the concept to City Council.

Commissioners requested removing language limiting building stories, and requested providing only language to limit absolute height limits.

Commissioners recommended allowing up to 2 attached cottages in the R3 and R4 zones. Commissioners recommended eliminating 4g and 4h of the proposed departures presented in the staff report.

Cynthia Richardson, 315 V Ave. Ms. Richardson supported more flexibility for cottage housing.

Pam Allen, 14533 Jura Place. Ms. Allen supported more flexibility for infill housing.

Robert Festa, 211 E Park Drive. Mr. Festa provided an example of flexible infill housing.

Matt Follett, 2202 30th Street. Mr. Follett agreed on several provisions of cottage housing.

Anna Nelson, 504 E Fairhaven, Burlington, Landed Gentry. Ms. Nelson requested including side yards as allowed private open space and clarification on the minimum living area.

Cynthia Richardson, 315 V Ave. Ms. Richardson stated that the Comprehensive Plan designates the waterfront MMU as primarily nonresidential uses.

Jimmy Blais, 2405 1st Ave, Seattle, MJB Properties. Mr. Blaise quoted results from a waterfront development workshop, and stated that participants envisioned residential uses in the MMU waterfront.

Commissioners suggested including language from the comprehensive plan for the MMU waterfront district.

Matt Follet, 2202 30th St. Mr. Follet stated the draft includes higher residential uses.

Robert Festa, 211 E Park Drive. Mr. Festa supports allowing 51% non-single purpose residential and 49% other uses.

Cynthia Richardson, 315 V Ave. Ms. Richardson asked Commissioners to consider that the waterfront workshop was not a professional study.

Jimmy Blais, 2405 1st Ave, Seattle, MJB Properties. Mr. Blaise asked Commissioners to consider the waterfront workshop the way community workshops were considered for the rest of the Comprehensive Plan.

Planning Commissioners recommend a range of the allowed percentage of single purpose residential, between 49% and 60%, to be decided by City Council.

Cynthia Richardson, 315 V Ave. Ms. Richardson stated that for a sense of scale, the tent building used by Dakota Creek Industries is 50' tall.

Jimmy Blais, 2405 1st Ave, Seattle, MJB Properties. Mr. Blaise supported more flexibility in the MMU waterfront.

Matt Follet, 2202 30th St. Mr. Follet supported increased building height in MMU waterfront.

Commissioners suggested allowing building up to 50' as an administrative process for Industrial (I) and Commercial Marine 2 (CM2), while keeping the height increase for Light Manufacturing (LM) as a conditional use.

Pam Allen, 14533 Jura Place. Ms. Allen supported the recommendation by MAKERS to allow more lot coverage flexibility.

Commissioners suggested approving MAKERS suggestion for lot coverage and landscaping.

Chair McNett called the meeting to a close at approximately 9 p.m. The next meeting to review the updates will be held on August 22, 2018, at 6:00 p.m.

To view materials related to the Development Regulations & Design Standards, click [here](#), or go to <https://www.anacorteswa.gov/202/Development-Regulations-Design-Standards>.



PLANNING COMMISSION

Pre-Decision Open-Record Public Hearing

Date: September 12, 2018, @ 6:00 PM

By: Kevin Cricchio, AICP, ISA, WPIT, Associate Planner

Subject Proposal:

The applicant has applied for a Shoreline Substantial Development Permit (SSDP) to permit the installation of an aluminum pedestrian catwalk on a portion of the east /northeast side of the existing P/Q Pier located in the Cap Sante Marina. The proposed installation of the catwalk is required based on the current use of the small craft hoist located on the P/Q Pier. The proposed catwalk will be approximately 24 feet & 6 inches long by 4 feet & 8 inches wide (4 feet internal width).

Applicant /& Landowner:

Port of Anacortes
100 Commercial Avenue
Anacortes, Washington 98221

Project Location:

P/Q Pier is located within the Cap Sante Marina





Existing Land Use:

Cap Sante Marina is a public marina built in 1927. The current configuration of the marina consists of 1,007 boat moorage slips.

Current Zoning:

The proposed development associated with this project is located waterward of the ordinary high water mark (OHWM) and thus lies in the Commercial Marine (CM) Zoning District.

Surrounding Zoning & Land Uses:

Direction:	Zoning:	Present Land-Use:
North:	Commercial Marine	Parking Lot
South:	Commercial Marine 1	Cap Sante Marina
East:	Commercial Marine	Rotary Park
West:	Commercial	Cap Sante Marina

General Background /Project Chronology:

1. The applicant wishes to permit the installation of an aluminum pedestrian catwalk on a portion of the east /northeast side of the existing P/Q Pier located in the Cap Sante Marina of Fidalgo Bay.
2. The Port of Anacortes submitted the subject application to the City of Anacortes's Department of Planning, Community, and Economic Development on July 13, 2018.
3. The subject application was deemed complete on August 1, 2018.
4. The thirty-(30)-day comment period ended on August 30, 2018, but comments were accepted up until the close of tonight's pre-decision open-record public hearing.

Notice of Application & Hearing:

1. According to AMC Table 19-20-030-1, Type 3 types of review require both a pre-application conference and a neighborhood meeting prior to application submittal. Accordingly a pre-application conference & neighborhood meeting was held.
2. Per AMC 18.16.050 and Table 19.20.030-1, Shoreline Substantial Development Permits (SSDP) require that public notice be mailed to property landowners that are within 300 feet of the subject proposal, be posted onsite, and published in the newspaper of record. Accordingly the notice of application/hearing was posted onsite, published in the Anacortes American newspaper and mailed to neighboring landowners.

Critical Area Review:

Pursuant to Appendix “A” of the Shoreline Master Program (SMP) regulating shoreline critical areas, the subject development was reviewed for proximity to critical areas.

Although the waters of Fidalgo Bay may include threatened /endangered species, the proposed project involves no in water work as the proposed catwalks will be constructed off-site and attached to the existing pier /dock by use of crane from the deck of the dock /pier.

SEPA Environmental Review:

The Port of Anacortes acted as SEPA lead agency and issued a SEPA Determination of Non-Significance (DNS) was issued on June 18, 2018.

Shoreline Management Act:

1. The subject proposal is located in the Aquatic Shoreline Environment / Designation.
2. According to Table 5.1 of the SMP, both marinas, docks, piers, and floats are permitted outright in the Aquatic Shoreline Environment /Designation.
3. Water Dependent uses within Aquatic Shoreline Environments /Designations have a zero (0) foot setback as measured from the ordinary high water mark (OHWM) pursuant to SMP Table 5.2.

Decision Maker:

- According to AMC 19.20.030-1 and 18.16.100(B) shoreline substantial development permit applications for projects valued less than \$1 million or more and on sites less than 3-acres are considered a Type 3 type of review. For type 3 reviews, the Planning Commission makes the decision on the subject shoreline permit. The applicant states that the value of this project will \$58,733.

Zoning:

- Boat moorage, public piers, and public and private marinas are land uses that are permitted outright in the Commercial Marine Zoning District.

PCED Staff Recommendation:

The Department of Planning, Community, and Economic Development (PCED) recommends that the Planning Commission approve the subject Shoreline Substantial Development Permit subject to the staff's suggested conditions of approval as listed below.















P/Q Pier

703

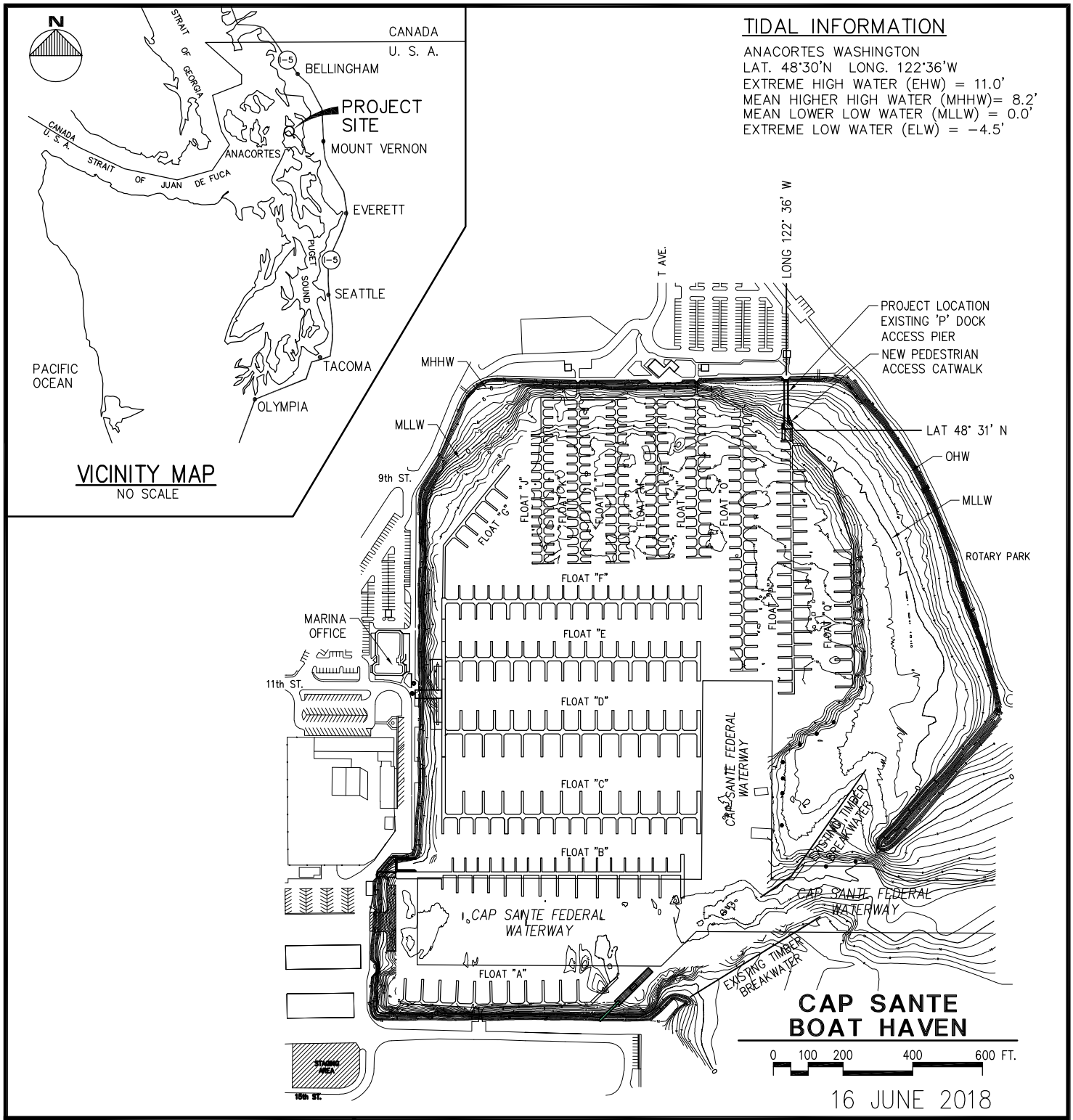
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701

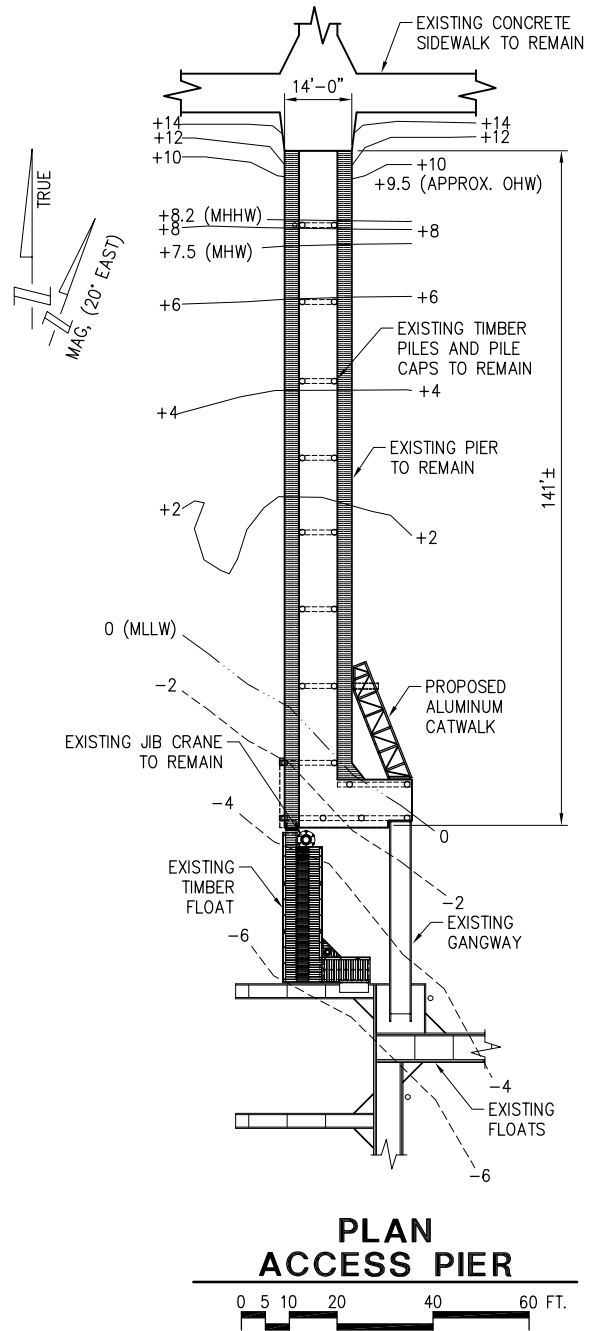
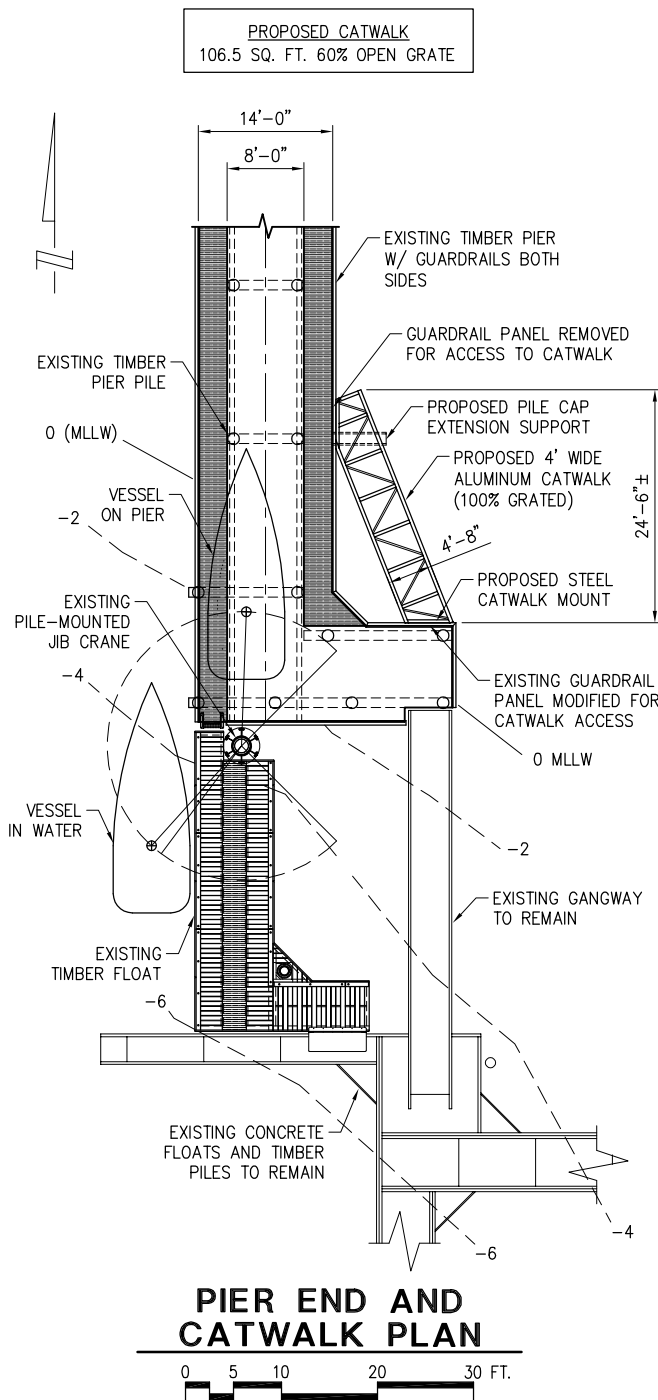
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CM

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PURPOSE: PROVIDE PEDESTRIAN BYPASS CATWALK AT EXISTING BOAT LAUNCH FACILITY DATUM: M.L.L.W. ADJACENT PROPERTY OWNERS: 1) PORT OF ANACORTES 2) CITY OF ANACORTES	P/Q PIER PEDESTRIAN CATWALK PORT OF ANACORTES 100 COMMERCIAL AVENUE ANACORTES, WA 98221	PROPOSED: NEW ALUMINUM CATWALK WITH STEEL SUPPORTS ON EXISTING TIMBER PIER IN: FIDALGO BAY AT:ANACORTES, WA, SKAGIT CO. SEC, 18, T23N, R02E, W.M. APPLICATION BY: PORT OF ANACORTES SHEET 1 of 4 DATE: JUN '18 APPLICATION:
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15 JUNE 2018

PURPOSE: PROVIDE PEDESTRIAN BYPASS CATWALK AT EXISTING BOAT LAUNCH FACILITY

DATUM: M.L.L.W.

ADJACENT PROPERTY OWNERS:

- 1) PORT OF ANACORTES
- 2) CITY OF ANACORTES

P/Q PIER PEDESTRIAN CATWALK

PORT OF ANACORTES
100 COMMERCIAL AVENUE
ANACORTES, WA 98221

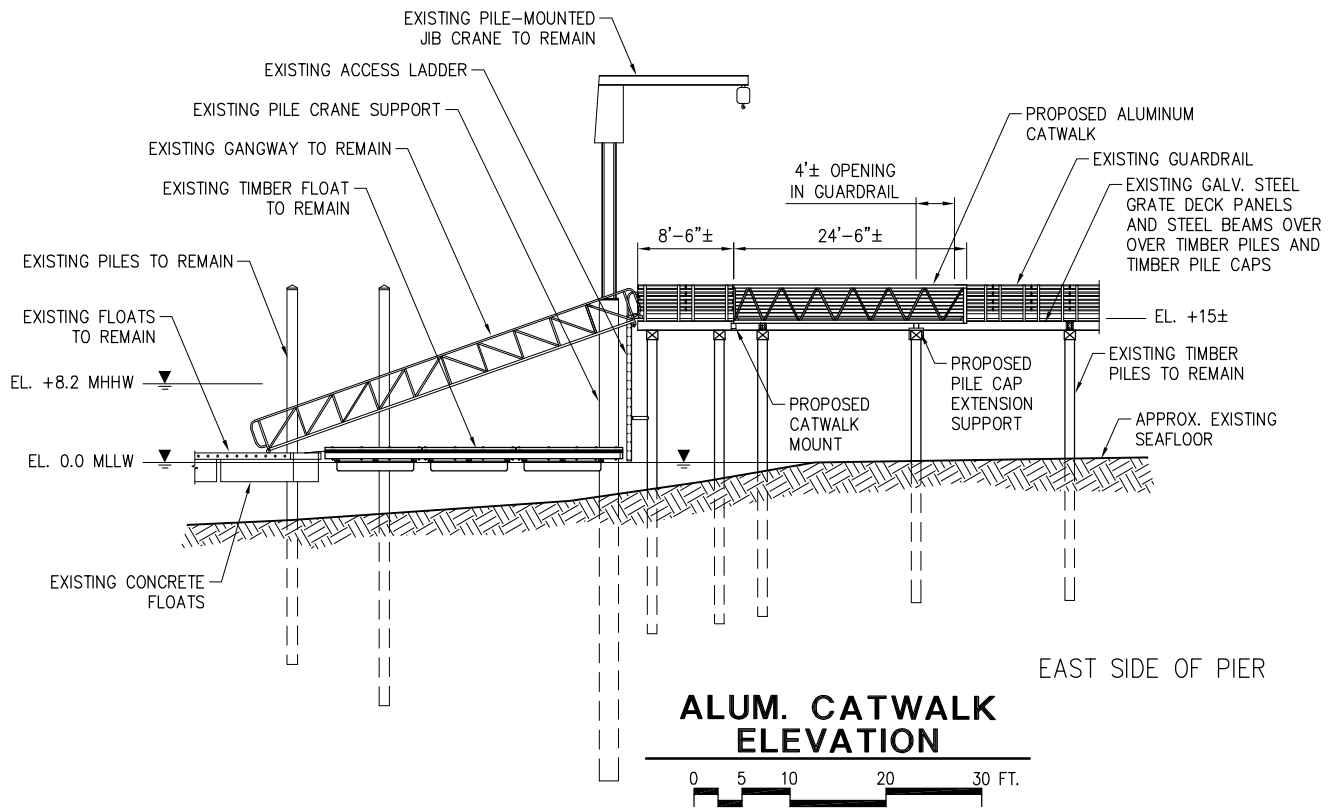
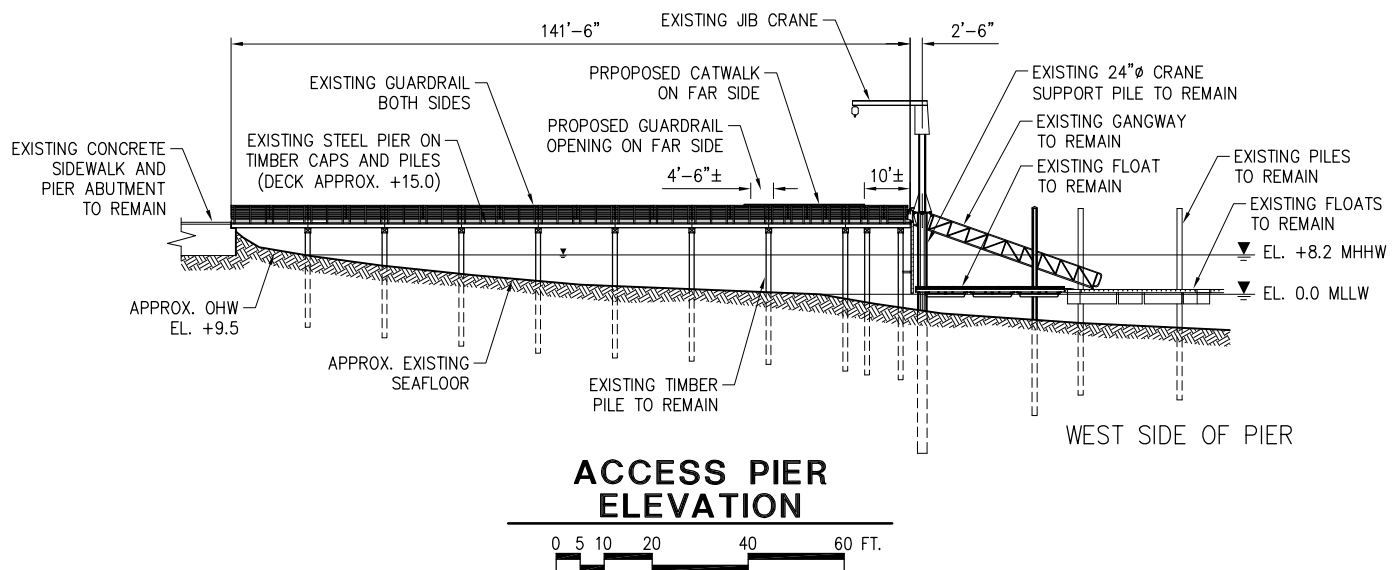
PROPOSED: NEW ALUMINUM CATWALK WITH STEEL SUPPORTS ON EXISTING TIMBER PIER

IN: FIDALGO BAY

AT: ANACORTES, WA, SKAGIT CO. SEC. 18, T23N, R02E, W.M.

APPLICATION BY:
PORT OF ANACORTES

SHEET 2 of 4 DATE: JUN '18
APPLICATION:



16 JUNE 2018

PURPOSE: PROVIDE PEDESTRIAN BYPASS CATWALK AT EXISTING BOAT LAUNCH FACILITY

DATUM: M.L.L.W.

ADJACENT PROPERTY OWNERS:

- 1) PORT OF ANACORTES
- 2) CITY OF ANACORTES

P/Q PIER PEDESTRIAN CATWALK

PORT OF ANACORTES
100 COMMERCIAL AVENUE
ANACORTES, WA 98221

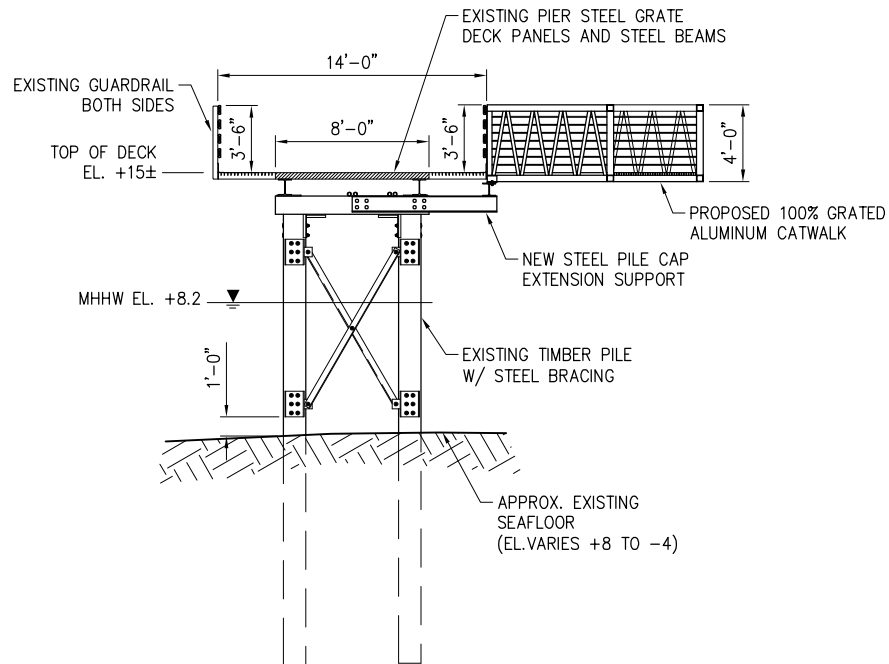
PROPOSED: NEW ALUMINUM CATWALK WITH STEEL SUPPORTS ON EXISTING TIMBER PIER

IN: FIDALGO BAY

AT: ANACORTES, WA, SKAGIT CO.
SEC. 18, T23N, R02E, W.M.

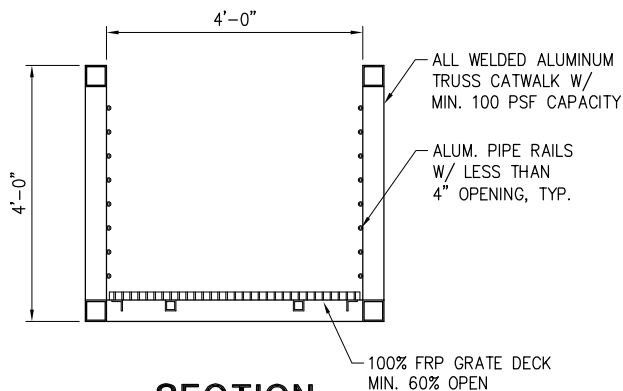
APPLICATION BY:
PORT OF ANACORTES

SHEET 3 of 4 DATE: JUN '18
APPLICATION:



SECTION PIER AND CATWALK

0 5 10 15 FT.



SECTION CATWALK

0 1 2 3 5 FT.

16 JUNE 2018

PURPOSE: PROVIDE PEDESTRIAN BYPASS CATWALK AT EXISTING BOAT LAUNCH FACILITY

DATUM: M.L.L.W.

ADJACENT PROPERTY OWNERS:

- 1) PORT OF ANACORTES
- 2) CITY OF ANACORTES

P/Q PIER PEDESTRIAN CATWALK

PORT OF ANACORTES
100 COMMERCIAL AVENUE
ANACORTES, WA 98221

PROPOSED: NEW ALUMINUM CATWALK WITH STEEL SUPPORTS ON EXISTING TIMBER PIER

IN: FIDALGO BAY

AT: ANACORTES, WA, SKAGIT CO. SEC. 18, T23N, R02E, W.M.

APPLICATION BY:
PORT OF ANACORTES

SHEET 4 of 4 DATE: JUN '18
APPLICATION:



Planning Commission Agenda Bill

Meeting Date: 9/12/2018 Agenda Item:

Subject: P/Q Pier Catwalk, Cap Sante Marina; SDP-2018-0003

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

Approved for Submittal to Commission by	
X	Don Measamer, Director

Action Type	
X	Pre-Decision Open-Record Public Hearing
X	Discussion
X	Possible Action

Summary & Background: The Port of Anacortes has applied for a Shoreline Substantial Development Permit (SSDP) to permit the installation of an aluminum pedestrian catwalk on a portion of the east /northeast side of the existing P/Q Pier located in the Cap Sante Marina. The proposed installation of the catwalk is required based on the current use of the small craft hoist located on the P/Q Pier. The proposed catwalk will be approximately 24 feet & 6 inches long by 4 feet & 8 inches wide (4 feet internal width). The proposed development lies in the Commercial Marine (CM) Zoning District and in the Aquatic Shoreline Environment /Designation. A pre-decision open-record public hearing before the Planning Commission has been scheduled for 6:00 PM on September 12, 2018. Please bring your packets with you to the hearing. Please note, that there is a site visit prior to the hearing scheduled for 4:00 PM onsite.

Recommended Motion:

I move that the Planning Commission make a motion to approve the subject Shoreline Substantial Development Permit (SSDP) subject to staff's suggested conditions of approval.

Attachments:

[Planning Commission's Draft Findings of Fact, Conclusions of Law, & Decision \(Click Here\)](#)

[Exhibit #01, Master Permit Application, JARPA, SEPA Checklist, Issued SEPA DNS, No Effects Letter, and Habitat Conservation Areas Assessment & Report \(Click Here\)](#)

[Exhibit #02, GIS Map & Assessor's Information \(Click Here\)](#)

[Exhibit #03, Neighborhood Meeting Notice; Notice of Application & Hearing \(Click Here\)](#)

[Exhibit #04, Public Comments Received \(Click Here\)](#)

[Exhibit #05, Agency & Department Comments Received \(Click Here\)](#)

[Exhibit #06, Site Plan \(Click Here\)](#)

[Exhibit #07, Site Photos \(Click Here\)](#)



**PLANNING COMMISSION'S DRAFT FINDINGS OF FACT,
CONCLUSIONS OF LAW, & DECISION:**

PRE-DECISION OPEN-RECORD

PUBLIC HEARING DATE: Wednesday, September 12, 2018, @ 6:00 PM with a site visit onsite at 4:00 PM prior to the hearing

FILE NUMBER: SDP-2018-0003

PROJECT TITLE: P/Q Pier Catwalk

PROJECT LOCATION: P/Q Pier is located in the Cap Sante Marina within a portion of Section 18; Township 35 North; Range 02 East; Willamette Meridian.

SUBJECT PARCEL #: P32880

**APPLICANT &
LANDOWNER:** Port of Anacortes
100 Commercial Avenue
Anacortes, WA 98221

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

SUBJECT PROPOSAL: The applicant has applied for a Shoreline Substantial Development Permit (SSDP) to permit the installation of an aluminum pedestrian catwalk on a portion of the east /northeast side of the existing P/Q Pier located in the Cap Sante Marina. The proposed installation of the catwalk is required based on the current use of the small craft hoist located on the P/Q Pier. The proposed catwalk will be approximately 24 feet & 6 inches long by 4 feet & 8 inches wide (4 feet internal width).

EXISTING LAND USE: Cap Sante Marina is a public marina built in 1927. The current configuration of the marina consists of 1,007 boat moorage slips.

CURRENT ZONING: The proposed development associated with this project is located waterward of the ordinary high water mark (OHWM) and thus lies in the Commercial Marine (CM) Zoning District.

COMP. PLAN LAND USE

DESIGNATION: Commercial Marine

SURROUNDING ZONING & LAND USES:

Direction:	Zoning:	Present Land-Use:
North:	Commercial Marine	Parking Lot
South:	Commercial Marine 1	Cap Sante Marina
East:	Commercial Marine	Rotary Park
West:	Commercial	Cap Sante Marina

SHORELINE

ENVIRONMENT(S): Aquatic Shoreline Environment /Designation

DRAFT FINDINGS OF FACT:

I. GENERAL BACKGROUND /PROJECT CHRONOLOGY:

1. The Cap Sante Marina is currently located on the subject property.
2. The applicant wishes to permit the installation of an aluminum pedestrian catwalk on a portion of the east /northeast side of the existing P/Q Pier located in the Cap Sante Marina of Fidalgo Bay.
3. Boat moorage, public piers, and public and private marinas are land uses that are permitted outright in the Commercial Marine Zoning District.
4. On July 13, 2018, the Port of Anacortes submitted the subject application to the City of Anacortes's Department of Planning, Community, and Economic Development.
5. Following a review of the application, PCED deemed the subject application complete on August 1, 2018.
6. The thirty-(30)-day comment period (taken from the date of newspaper publication) ended on August 30, 2018, but comments were accepted up until the close of the pre-decision open-record public hearing.

II. NOTICE OF APPLICATION & HEARING:

1. According to AMC Table 19-20-030-1, Type 4 types of review require both a pre-application conference and a neighborhood meeting prior to application submittal. Accordingly a pre-application conference occurred on July 10, 2018, followed by a neighborhood meeting on July 12, 2018.
2. Per AMC 18.16.050 and Table 19.20.030-1, Shoreline Substantial Development Permits (SSDP) require that public notice be mailed to property landowners that are within 300 feet of the subject proposal, be posted onsite, and published in the newspaper of record.
3. Accordingly, a Notice of Application and Hearing was published in the Anacortes American Newspaper on August 1, 2018. This notice was also mailed to neighboring landowners on July 26, 2018. Notice was posted at city hall, the library, and the local USPS office on July 26, 2018. The subject property was posted with this notice on July 27, 2018, in two (2) locations.
4. The notice of application /hearing was posted on the City's website on July 26, 2018. Agencies and departments of jurisdiction were solicited for comment on July 26, 2018.

III. CRITICAL AREA REVIEW:

Pursuant to Appendix "A" of the Shoreline Master Program (SMP) regulating shoreline critical areas, the subject development was reviewed for proximity to critical areas. Work is proposed within Cap Sante Marina which lies within Fidalgo Bay. Both the project site and the greater area surrounding Fidalgo Bay known as the Salish Sea have areas designated as critical habitat. Threatened/Endangered species within this critical habitat may include but is not limited to: Bull trout, Chinook Salmon, Steelhead trout, Rockfish, Bocaccio, Yelloweye Rockfish, Canary Rockfish, Marbled murrelet, Pacific eulachon, Green sturgeon, Killer whale, Stellar sea lion, Humpback whale, and Leatherback turtle.

However, the proposed project involves no in water work as the proposed catwalks will be constructed off-site and attached to the existing pier /dock by use of crane from the deck of the dock /pier. Nonetheless, the applicant has prepared a "No Effects Letter" (**See Exhibit #1**) that addresses potential impacts to threatened /endangered species for a U.S. Army Corps of Engineers Section 10 Permit. Additionally the applicant has provided a Habitat Conservation Areas Assessment and Report prepared Grette Associates dated June 20, 2018. Accordingly, the project is not anticipated to cause any potential impacts to the critical saltwater habitat's ecological values and functions.

IV. PUBLIC COMMENTS RECEIVED:

Please see **Exhibit 4** for any public comments received. At the time of writing this, no public comments had been received.

V. AGENCY & DEPARTMENT COMMENTS RECEIVED:

Please see **Exhibit 5** for agency & department comments received.

VI. STATE ENVIRONMENTAL POLICY ACT (RCW 43.21C):

1. The subject proposal is not exempt from SEPA environmental review pursuant to WAC § 197.11.800 & AMC Chapter § 18.040.120.
2. The Port of Anacortes however acting as SEPA lead agency has determined that this proposal will not have a probable significant adverse impact on the environment. A SEPA Determination of Non-Significance (DNS) was issued on June 18, 2018.

VII. SHORELINE MANAGEMENT ACT (RCW 90.58):

1. Proposed development lies within two hundred (200) feet of a shoreline of statewide significance (RCW 90.58.030(2)(f)) and is therefore subject to conformance with the City of Anacortes' Shoreline Master Program (SMP).
2. The subject proposal is located in the Aquatic Shoreline Environment / Designation.
3. According to Table 5.1 of the SMP, both marinas, docks, piers, and floats are permitted outright in the Aquatic Shoreline Environment /Designation.
4. The subject proposal is not exempt from obtaining an approved Shoreline Substantial Development Permit (SSDP) per WAC § 173.27.040. Accordingly, on July 13, 2018, the City of Anacortes' Department of Planning, Community, & Economic Development received the subject application from the applicant.
5. According to AMC 19.20.030-1 and 18.16.100(B) shoreline substantial development permit applications for projects valued less than \$1 million or more and on sites less than 3-acres are considered a Type 3 type of review. For type 3 reviews, the Planning Commission makes the decision on the subject shoreline permit. The applicant states that the value of this project will \$58,733.
6. The purpose of the "Aquatic" shoreline designation "is to protect, restore, and manage the unique characteristics and resources of marine waters, including habitat, ecology, navigation and public enjoyment."
7. Water Dependent uses within Aquatic Shoreline Environments /Designations have a zero (0) foot setback as measured from the ordinary high water mark (OHWM) pursuant to SMP Table 5.2.
8. The subject shoreline permit was reviewed for conformance with Section 8.7 of the Shoreline Master Program that regulates Marinas. Accordingly, the following development regulations (DR) were reviewed for conformance with as follows:
 - A. According to DR-8.7.3, "Marina development shall comply with all applicable local, state, and federal regulations and requirements, including those of the Washington State Department of Fish and Wildlife."

STAFF ANALYSIS:

The proposed project is located in an existing marina that has been in existence since 1927. The applicant has applied for a Shoreline Substantial Development Permit to permit the construction of a catwalk to a portion of the P/Q Pier within the Cap Sante Marina. Nonetheless, as conditioned below the applicant will comply with all applicable local, state, and federal regulations and requirements.

- B. According to DR-8.7.5, "Marinas shall provide parking facilities adequate to meet demand /need analysis projections."

STAFF ANALYSIS:

The proposed project involves constructing a catwalk to an existing pier. No new marina is proposed. There will be no net loss of parking as a result of this project.

- 9. The subject shoreline permit was reviewed for conformance with Section 9.5 of the Shoreline Master Program that regulates docks, piers, and floats. Accordingly, the following development regulations (DR) were reviewed for conformance with as follows:
 - A. According to DR-9.5.3, "Design and construction of all piers and docks (and floats) are required to mitigate for impacts to ecological processes and functions."

STAFF ANALYSIS:

The proposed project involves no in water work as the proposed catwalk will be constructed off-site and attached to the existing pier /dock by use of crane. Nonetheless, the applicant has prepared a "No Effects Letter" that addresses potential impacts to threatened /endangered species for a U.S. Army Corps of Engineers Section 10 Permit. Additionally the applicant has provided a Habitat Conservation Areas Assessment and Report prepared Grette Associates dated June 20, 2018. Accordingly, the project is not anticipated to cause any potential impacts to the critical saltwater habitat's ecological values and functions.

- B. According to DR-9.5.4, the design, location, and construction of docks (and floats), and piers, as well as their subsequent use and operation, shall meet the following:
 - 1. "Minimize adverse effects on fish, shellfish, wildlife, water quality, and geo-hydraulic processes. Methods include, but are not limited to: limiting the footprint of the structure to that which is necessary to serve the intended water-dependent use and minimizing the use of materials hazardous to the environment.
 - 2. Be capable of withstanding expected environmental conditions.
 - 3. Minimize hazards to users.

4. Minimize interference with adjacent water uses and navigation.”

STAFF ANALYSIS:

The proposed project involves no in water work as the proposed catwalks are constructed off-site and attached to the existing pier /dock by use of crane. Nonetheless, the applicant has prepared a “No Effects Letter” that addresses potential impacts to threatened /endangered species for a U.S. Army Corps of Engineers Section 10 Permit. Additionally the applicant has provided a Habitat Conservation Areas Assessment and Report prepared Grette Associates dated June 20, 2018. Accordingly, the project is not anticipated to cause any potential impacts to the critical saltwater habitat’s ecological values and functions.

- C. According to DR-9.5.5, “All docks, piers, and floats shall adhere to the following design standards:
 1. Railings, if provided, shall be of clear or open framework design and conform to the Building Code where applicable.
 2. Utility service on docks and piers shall be placed on or under the deck. Overhead utility service is prohibited. Floodlighting shall be shielded to prevent unnecessary glare.
 3. Appropriate marking shall be provided as necessary to avoid hazardous conditions for water surface users.
 4. Piers, docks, and floats shall be constructed of materials that comply with requirements of federal and state regulations. Treated wood materials may be utilized on pilings in repair projects for timber structures, provided the BMPs for the use of Treated Wood in Aquatic and Sensitive Environments, Western Wood Preservers Institute /Wood Preservation Canada/Southern Pressure Treaters’ Association/Timer Pilings Council, are specified and met. The conditions found in *An Agreement Concerning the Use of Treated Wood in Aquatic Areas* between Ecology and Department of State Fish and Wildlife dated August 1995, also fulfill this requirement. However, use of treated wood should be minimized wherever practicable.

STAFF ANALYSIS:

As conditioned below, the subject proposal will meet DR-9.5.5 of the SMP.

10. The subject proposal **is/is not** consistent with the Washington State’s Shoreline Management Act, City of Anacortes’ 2010 Shoreline Master Program and development regulations listed therein for developments within the “Aquatic” shoreline environment/ designation.

VIII. ZONING ORDINANCE/CODE:

1. The City's Zoning Map establishes zoning district boundaries and the City Zoning Ordinance establishes (1) the permitted use of land in the various zones, and (2) development standards.
2. As stated above, the proposed development associated with this project is located waterward of the ordinary high water mark (OHWM) and thus lies in the Commercial Marine (CM) Zoning District.
3. Pursuant to AMC § 17.21.010, the Commercial Marine (CM) Zoning District was "established in recognition of the unique and irreplaceable nature of certain marine sites within Anacortes, and creates a special commercial district providing for the establishment of such uses as marinas, boat docking facilities, and other commercial enterprises where orientation to navigable waterways and tourism trade is of prime importance. Uses in this district are intended to serve the needs of marine oriented and tourist activity, and not to create large scale commercial centers providing basic goods and services to the entire community."
4. The subject proposal **is/is not** permitted in the underlying zoning district.

IX. CONCLUSIONS OF LAW:

1. The requirements of the State Environmental Policy Act **have, have not** been complied with.
2. The public notice requirements of the Shoreline Management Act **have, have not** been complied with.
3. The project **is/is not** consistent with the shoreline designation and general goals, policies and development regulations of the Anacortes Shoreline Master Program, the Shoreline Management Act, the general purposes of the city comprehensive plan, the city's planning standards and specifications of the zoning ordinance, and other ordinances applicable to the proposal.
4. The Planning Commission bases its Findings of Fact, Conclusions of Law & Decision 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 (PCED) recommends that the Planning Commission approve the subject Shoreline Substantial Development Permit subject to the staff's suggested conditions of approval as listed below.

XI. DECISION:

Based on the foregoing information and analysis, the environmental documents submitted by the applicant, and the City's regulatory authority to implement the policies, standards, and regulations of the Shoreline Master Plan, Comprehensive Plan, and the Anacortes Municipal

Code (AMC), the Planning Commission **approves** the subject Shoreline Substantial Development Permit subject to the conditions of approval as listed below.

XII. CONDITIONS OF APPROVAL:

1. The scope of the project shall not exceed that as set-out in the shoreline permit application (including attachments), and in accordance with the determinations made and conditions imposed. **Exhibit 6** shall be the approved site plan.
2. A building permit(s) with the City of Anacortes' shall be secured prior to work.
3. All applicable permits (local, state, & federal) shall be secured before any construction activities begin onsite and copies provided to the City of Anacortes' PCED.
4. The applicant shall be responsible for reimbursement to the City for the full cost of mailing(s) and newspaper publication associated with the neighborhood meeting, notice of application and hearing, and notice of decision. Payment shall be made prior to building permit application submittal or issuance.
5. If any artifacts or human remains are found upon excavation, the Samish Indian Nation; the City of Anacortes' Department of Planning, Community, & Economic Development; and the State of Washington's Department of Archaeology and Historic Preservation (DAHP) shall be immediately notified and the work in the immediate area cease. Pursuant to RCW § 27.53.060 it is unlawful to destroy any historic or prehistoric archaeological resources. RCW 27.44 and § 27.53.060 require that a person obtain a permit from the Washington State Department of Archaeology and Historic Preservations before excavating, removing, or altering Native American human remains or archaeological resources in Washington.
6. During construction activities, construction fencing shall be installed at the project boundaries as needed.
7. Hours of construction /work are limited to 7:00 AM to 10:00 PM seven (7) days a week unless a noise variance is obtained.
8. Noise levels shall not to exceed those standards as established by the state pursuant to Chapter 70.107 RCW and contained in Chapter 173.60 WAC.
9. The applicant /landowner shall comply with federal statutes including but not limited to: Endangered Species Act, Clean Water Act, Marine Mammal Protection Act, and other federal statutes.
10. The project shall comply with all applicable Shoreline Master Program regulations, including but not limited to, Section 5.6 Aquatic Environment, Chapter 6 Environmental Protection General Regulations, Chapter 8 Specific Use Policies and Development Regulations, and Chapter 9 Specific Shoreline Modification Policies and Development Regulations.

11. Development shall comply with Section 5.6 of the Shoreline Master Program including but not limited to:
 - A. New-over water structures, equipment, and materials shall be removed as soon as practicable upon the cessation of a project's operation or a structure's useful life. Any structure that is damaged or breaks away in the water shall be repaired or removed by the permittee as soon as practicable. Permittees who anticipate a temporary interruption of the use of a facility or structure may be allowed to keep it in its permitted location provided they notify and receive written concurrence from the Administrator. Any structure not utilized for over one (1) year shall be removed by the owner regardless of future anticipated use unless prior permission has been granted by the City's Shoreline Administrator upon showing of good cause (e.g., environmental benefit, potential for reuse consistent with historic character, removal may result in environmental degradation).
 - B. Permittees shall be liable for all damages to public and private property resulting from their activities and development within the Aquatic designation. The City may require liability insurance beyond that required by the State if it is determined that state requirements are not adequate to cover damages.
12. Development shall comply with Section 9.5 of the Shoreline Master Program regulating docks, piers, and floats including but not limited to:
 - A. Railings, if provided, shall be of clear or open framework design and conform to the Building Code where applicable.
 - B. Utility service on docks and piers shall be placed on or under the deck. Overhead utility service is prohibited. Floodlighting shall be shielded to prevent unnecessary glare.
 - C. Appropriate marking shall be provided as necessary to avoid hazardous conditions for water surface users.
 - D. Piers, docks, and floats shall be constructed of materials that comply with requirements of federal and state regulations. Treated wood materials may be utilized on pilings in repair projects for timber structures, provided the BMPs for the use of Treated Wood in Aquatic and Sensitive Environments, Western Wood Preservers Institute /Wood Preservation Canada/Southern Pressure Treaters' Association/Timber Pilings Council, are specified and met. The conditions found in *An Agreement Concerning the Use of Treated Wood in Aquatic Areas* between Ecology and Department of State Fish and Wildlife dated August 1995, also fulfill this requirement. However, use of treated wood should be minimized wherever practicable.

13. Development shall comply with any recommendations, mitigation measures, and best management practices (BMPs) as listed in the Biological Evaluation (BE) dated December 2017, prepared by Grette Associates, LLC.
14. Development shall comply with AMC § 18.16.130 regulating the time limit for shoreline permits as follows:
 - A. Construction, or substantial progress toward completion, must begin within two (2) years after approval of the permit. Substantial progress toward construction shall include, but not limited to, the letting of bids, making of contracts, purchasing of materials involved in development, but shall not include development or uses which are inconsistent with the Shoreline Management Act or the city's master program. In determining the running two-year period hereof, there shall not be included the time during which development was not actually pursued by construction and the pendency of litigation reasonably related thereto made it reasonable not to so pursue; provided, that the city may, in its discretion, extend the two-year time period for a reasonable time based on factors, including the inability to expeditiously obtain other governmental permits which are required prior to the commencement of construction.
 - B. Five-Year Permit Authorization: If construction has not been completed within five years of approval by the City of Anacortes, the city will review the permit, with prior notice to parties of record, and, upon showing of good cause, either extend the permit for one additional year, or terminate the permit. Prior to the city authorizing any permit extensions, it shall notify any parties of record and the Department of Ecology. Note: Only one single extension is permitted.

These Findings of Fact, Conclusions of Law, and Decision were adopted by the City of Anacortes' Planning Commission on **September 12, 2018**.

**CITY OF ANACORTES, WASHINGTON
PLANNING COMMISSION**

By: _____
Jeremy McNett, Planning Commission Chair

APPEALS:

Appeals of this decision may be made to the City Council per AMC 19.20.030-1 and 19.20.210.

EXHIBITS:

EXHIBIT NUMBER:	NAME OF EXHIBIT:
Exhibit #01	Master Permit Application, JARPA, SEPA Checklist, Issued SEPA DNS, No Effects Letter, and Habitat Conservation Areas Assessment & Report
Exhibit #02	GIS Map & Assessor's Information
Exhibit #03	Neighborhood Meeting Notice; Notice of Application & Hearing
Exhibit #04	Public Comments Received
Exhibit #05	Agency & Department Comments Received
Exhibit #06	Site Plan
Exhibit #07	Site Photos

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EXHIBIT #01:

MASTER PERMIT APPLICATION, JARPA, SEPA
CHECKLIST, ISSUED SEPA DNS, NO EFFECTS
LETTER, AND HABITAT CONSERVATION AREAS
ASSESSMENT & REPORT



PLANNING, COMMUNITY, & ECONOMIC DEVELOPMENT DEPARTMENT

MASTER PERMIT APPLICATION

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

Office Location: 904 6th Street, Anacortes WA 98821

Phone: (360) 299-1984, Fax: (360) 293-1938

PERMITS REQUESTED FROM THE CITY OF ANACORTES:		
☐ Accessory Dwelling Unit (ADU)	☐ Annexation Request	☐ Administrative Interpretation
☐ Administrative Conditional Use Permit	☐ Binding Site Plan (Preliminary)	☐ Binding Site Plan (Final)
☐ Boundary Line Adjustment (BLA)	☐ Clearing Permit	☐ Code (AMC) Amendment
☐ Comprehensive Plan Amendment	☐ Conditional Use Permit (CUP)	☐ Cottage Housing
☐ Essential Public Facility	☐ Extension of Time for Approval	☐ Floodplain Development Permit
☐ Grade and Fill Permit	☐ Home Occupation Permit	☐ Lot Certification
☐ Manufactured Home Subdivision	☐ Minor Permit Revision	☐ Plat (Preliminary)
☐ Plat (Final)	☐ Plat Amendment /Modification	☐ Reasonable Use Exception
☐ Rezone Request	☐ SEPA Environmental Review	☐ Shoreline Exemption
☒ Shoreline Substantial Development Permit	☐ Shoreline Conditional Use Permit	☐ Shoreline Variance
☐ Short Plat /Subdivision (Preliminary)	☐ Short Plat /Subdivision (Final)	☐ Special Use Permit
☐ Stormwater Management Manual Adjustments & Exceptions	☐ Variance (Level 1)	☐ Variance (Level 2)
PROJECT & SITE INFORMATION:		
SITE ADDRESS: 1019 Q Ave		PROJECT NAME: P/Q Pier Pedestrian Catwalk
PARCEL NUMBER(S): P32880 & above-water work		SECTION, TOWNSHIP, & RANGE 19 35 02
LOT SQUARE FOOTAGE & ACREAGE: N/A		PROJECT VALUATION: \$58,733
LEGAL DESCRIPTION: (2.7900 ac) ANACORTES TIDE LANDS TR 24 & 25 PL 9 LESS ST & TR 26 & 27 PL 9 LESS ST & TR 28 & 29 PL 9		PRESENT ZONING: commercial marine
PRESENT USE OF PROPERTY: Commercial dock		CUT & FILL (CY) PROPOSED: N/A
PRE-APPLICATION CONFERENCE REQUIRED: ☒ Yes ☐ No		WATER SOURCE: ☒ City of Anacortes ☐ Private Well ☐ Community Well
SEWAGE DISPOSAL: ☐ City of Anacortes ☐ Septic Tank		ROAD ACCESS: ☒ City Road ☐ State Highway ☐ Private Road
CRITICAL AREAS WITHIN 300 FEET: ☒ Yes ☐ No		WATER BODIES WITHIN 200 FEET: ☒ Yes ☐ No
FLOODPLAIN: Flood Zone: AE FIRM Panel # 40 Date of Panel: Sept. 17, 2003		
LOT COVERAGE AREA CALCULATIONS: Existing Square Footage: N/A Proposed Square Footage: Above-water ~106 sq ft		
IMPERVIOUS SURFACE AREA CALCULATIONS: Existing Impervious Square Footage: N/A New Impervious Surface: N/A		

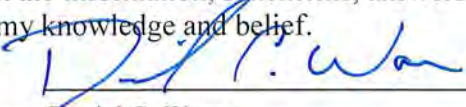
PROPERTY OWNER INFORMATION: ☐ Multiple owners attached	
NAME: Port of Anacortes	MAILING ADDRESS: 100 Commercial Ave
CITY, STATE, ZIP: Anacortes, WA 98221	PHONE #: 360-299-1827
FAX #: 360-293-9608	EMAIL ADDRESS: sarah.tchang@portofanacortes.com
APPLICANT INFORMATION: ☒ Same as property owner	
NAME:	MAILING ADDRESS:
CITY, STATE, ZIP:	PHONE #:
FAX #:	EMAIL ADDRESS:
CONTACT PERSON: ☒ Same as property owner ☐ Same as applicant	
NAME: Sarah Tchang	MAILING ADDRESS:
CITY, STATE, ZIP:	PHONE #:
FAX #:	EMAIL ADDRESS:
DESCRIPTION OF SUBJECT PROPOSAL:	
PROPOSED WORK: The Port proposes to install an aluminum catwalk on the existing P/Q Pier within its Cap Sante Marina located in downtown Anacortes. The proposed installation of the catwalk is required based on the current use of the small craft hoist located on the P/Q Pier. The hoist is utilized for small boat launch, which includes vessels under two tons. During hoist operations, the ingress and egress to the P/Q Docks is disrupted to ensure public safety. The primary use of the hoist is greatest during the summer months, which coincides with the heaviest use of the Cap Sante Marina. In order to alleviate this disruption and ensure safe use of the pier and hoist, the Port is proposing the installation of a catwalk, which will provide a safe alternative access to P/Q Docks. The installation will also increase the safe use of the P/Q Docks by providing a level of public separation from hoist operation.	

NOTES:

- ☒ I am the property owner and I grant permission to city staff to enter the project site to verify presence or absence of critical areas and to perform inspections of the work proposed by this application; or
- ☐ Attached is a letter of authorization stating that I have the consent of the property owner to submit the subject application on their behalf. Additionally, the property owner has granted permission to city staff to enter the project site in order to verify the presence or absence of critical areas and to perform inspections of work proposed by this application.
- ☐ A notarized affidavit (see below) 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.

SIGNATURE REQUIRED:

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

Signature: 

Title: Executive Director

Print Name: Daniel C. Worra

Company: Port of Anacortes

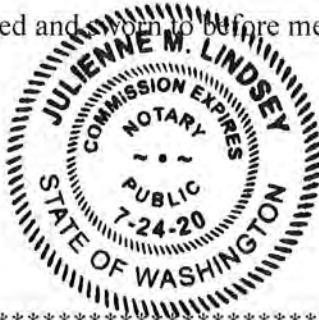
Date: 6-21-18

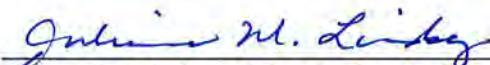
STATE OF WASHINGTON)
) ss
PORT OF ANACORTES

I (we) Daniel C. Worra, 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: 
Owner

Subscribed and sworn to before me this 21st day of June, 20 18.




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

STATE OF WASHINGTON)
) ss
CITY OF ANACORTES

I (we) _____, 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 _____ day of _____, 20 _____.

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



WASHINGTON STATE

Joint Aquatic Resources Permit Application (JARPA) Form^{1,2} [\[help\]](#)

USE BLACK OR BLUE INK TO ENTER ANSWERS IN THE WHITE SPACES BELOW.



US Army Corps
of Engineers
Seattle District

AGENCY USE ONLY

Date received:

Agency reference #:

Tax Parcel #(s):

Part 1—Project Identification

1. Project Name (A name for your project that you create. Examples: Smith's Dock or Seabrook Lane Development) [\[help\]](#)

P/Q Pier Pedestrian Catwalk

Part 2—Applicant

The person and/or organization responsible for the project. [\[help\]](#)

2a. Name (Last, First, Middle)

Tchang, Sarah

2b. Organization (If applicable)

Port of Anacortes

2c. Mailing Address (Street or PO Box)

100 Commercial Avenue

2d. City, State, Zip

Anacortes, WA, 98221

2e. Phone (1)

2f. Phone (2)

2g. Fax

2h. E-mail

360-299-1827

sarah.tchang@portofanacortes.com

¹Additional forms may be required for the following permits:

- If your project may qualify for Department of the Army authorization through a Regional General Permit (RGP), contact the U.S. Army Corps of Engineers for application information (206) 764-3495.
- If your project might affect species listed under the Endangered Species Act, you will need to fill out a Specific Project Information Form (SPIF) or prepare a Biological Evaluation. Forms can be found at <http://www.nws.usace.army.mil/Missions/CivilWorks/Regulatory/PermitGuidebook/EndangeredSpecies.aspx>.
- Not all cities and counties accept the JARPA for their local Shoreline permits. If you need a Shoreline permit, contact the appropriate city or county government to make sure they accept the JARPA.

²To access an online JARPA form with [help] screens, go to

http://www.epermitting.wa.gov/site/alias_resourcecenter/jarpa_jarpa_form/9984/jarpa_form.aspx.

Part 3—Authorized Agent or Contact

Person authorized to represent the applicant about the project. (Note: Authorized agent(s) must sign 11b of this application.) [\[help\]](#)

3a. Name (Last, First, Middle)			
3b. Organization (If applicable)			
3c. Mailing Address (Street or PO Box)			
3d. City, State, Zip			
3e. Phone (1)	3f. Phone (2)	3g. Fax	3h. E-mail

Part 4—Property Owner(s)

Contact information for people or organizations owning the property(ies) where the project will occur. Consider both **upland and aquatic** ownership because the upland owners may not own the adjacent aquatic land. [\[help\]](#)

- ☒ Same as applicant. (Skip to Part 5.)
- ☐ Repair or maintenance activities on existing rights-of-way or easements. (Skip to Part 5.)
- ☐ There are multiple upland property owners. Complete the section below and fill out [JARPA Attachment A](#) for each additional property owner.
- ☐ Your project is on Department of Natural Resources (DNR)-managed aquatic lands. If you don't know, contact the DNR at (360) 902-1100 to determine aquatic land ownership. If yes, complete [JARPA Attachment E](#) to apply for the Aquatic Use Authorization.

4a. Name (Last, First, Middle)			
4b. Organization (If applicable)			
4c. Mailing Address (Street or PO Box)			
4d. City, State, Zip			
4e. Phone (1)	4f. Phone (2)	4g. Fax	4h. E-mail

Part 5–Project Location(s)

Identifying information about the property or properties where the project will occur. [\[help\]](#)

- ☐ There are multiple project locations (e.g. linear projects). Complete the section below and use [JARPA Attachment B](#) for each additional project location.

5a. Indicate the type of ownership of the property. (Check all that apply.) [help]			
☐ Private			
☐ Federal			
☒ Publicly owned (state, county, city, special districts like schools, ports, etc.)			
☐ Tribal			
☐ Department of Natural Resources (DNR) – managed aquatic lands (Complete JARPA Attachment E)			
5b. Street Address (Cannot be a PO Box. If there is no address, provide other location information in 5p.) [help]			
Cap Sante Marina: 1019 Q Avenue			
5c. City, State, Zip (If the project is not in a city or town, provide the name of the nearest city or town.) [help]			
Anacortes, WA 98221			
5d. County [help]			
Skagit			
5e. Provide the section, township, and range for the project location. [help]			
¼ Section	Section	Township	Range
	19	35	02
5f. Provide the latitude and longitude of the project location. [help]			
Example: 47.03922 N lat. / -122.89142 W long. (Use decimal degrees - NAD 83)			
48.515457 N lat. / -122.604837 W long.			
5g. List the tax parcel number(s) for the project location. [help]			
The local county assessor's office can provide this information.			
P32880 and above water work			
5h. Contact information for all adjoining property owners. (If you need more space, use JARPA Attachment C.) [help]			
Name	Mailing Address		Tax Parcel # (if known)
Port of Anacortes	100 Commercial Avenue		P32897
	Anacortes, WA 98221		
City of Anacortes	PO Box 547		P56897, P56879
	Anacortes, WA 98221		
5i. List all wetlands on or adjacent to the project location. [help]			
N/A			
5j. List all waterbodies (other than wetlands) on or adjacent to the project location. [help]			
Fidalgo Bay			

5k. Is any part of the project area within a 100-year floodplain? [help]
☒ Yes ☐ No ☐ Don't know
5l. Briefly describe the vegetation and habitat conditions on the property. [help]
The proposed project will occur within the Port's Cap Sante Marina (northeast side). The southern, western, and northern portion of the marina uplands are heavily developed and consist of an armored shoreline extending from the MHHW down to a depth of -12 ft to -14 ft MLLW. The existing conditions below where the catwalk will be installed consists of mudflats between elevation +1 ft and 0 ft MLLW. The mudflat is devoid of macroalgae and no eelgrass is present. The slope of this area is very gradual as this area does not provide moorage for vessels. Macroalgae, barnacles, and mussels are present on the existing piling and support beams located below +8 ft MLLW. The uplands and shorelines vary significantly at the P/Q Pier. West of the pier the uplands are heavily developed and consists of concrete sidewalks, asphalt roads and commercial and Port buildings. The shoreline is dominated by riprap down to a depth of 0 ft MLLW. Below the riprap, the substrates consist of mud, which has historically been dredged. East of the pier, the level of development is significantly less. Above the MHHW, the shoreline slope is moderate and is dominated by a combination of trees, shrubs, and grasses. The slope is between 2-4H:1V and extends between 15-25 ft landward of the MHHW (between 5-10 ft above the MHHW). The majority of the trees and shrubs are native and are providing a buffer between the MHHW and the existing asphalt walking trail located above the top of the bank. The asphalt walking trail is a public trail providing access to the northern attenuator from the marina. The use of this trail is limited to non-motorized vehicles. Landward of the trail, the uplands are dominated by native trees and shrubs.
5m. Describe how the property is currently used. [help]
P/Q Docks are located within a large recreational and commercial boat marina operated by the Port. The marina includes approximately 107 acres of in-water and upland property and provides 1,007 boat moorage slips that support local tourism, fishing and other commercial marine activities. Existing structures within the marina include moorage floats, a fuel dock, one small craft hoist at P/Q dock, two 1-ton hoists at T-Dock for commercial usage, a boat travel lift, a floating pumpout facility, along with upland amenities such as vehicle and boat trailer parking and web lockers, retail space, a public esplanade and the Port's Harbormaster's office.
5n. Describe how the adjacent properties are currently used. [help]
Adjacent properties include commercial and retail west of Q Avenue, Seafarers' Memorial Park and an office complex to the south and Port properties to the north.
5o. Describe the structures (above and below ground) on the property, including their purpose(s) and current condition. [help]
The proposed project will occur entirely on and immediately adjacent to the existing P/Q Pier. The P/Q Pier is a wooden pier supported with wood piles with timber and steel support beams. The bottom of the pier is elevated approximately 6 ft above the OWM (approximately +15 ft MLLW). The pier has wooden handrails, and the surface of the pier consists of concrete panels in the middle and grating on the sides. The pier is approximately 14 ft wide and extends perpendicular from the concrete abutment and sidewalk (located above the OHW). Approximately 140 ft from the abutment (~130 ft waterward of the OHW), the pier turns 90 degrees to the east. This section of the pier is approximately 14 ft long where the gangway to the P/Q floating docks is anchored. The small craft hoist is located at the 90 degree turn of the pier. The hoist is utilized for small boat launch, which includes vessels under two tons. The proposed catwalk will be installed to span the distance across the 90 degree turn of the pier.
5p. Provide driving directions from the closest highway to the project location, and attach a map. [help]
From I-5, take SR-20 to Anacortes. Continue on SR-20, and exit in Anacortes at R Avenue. At the roundabout, take the second turn onto Q Avenue. Turn right at 9th Street and left on Market Street. From

Market Street, take a right into the Cap Sante Marina North Basin gravel parking lot and follow it to the asphalt parking lot. P/Q Pier is the farthest dock to the east.

Part 6—Project Description

6a. Briefly summarize the overall project. You can provide more detail in 6b. [\[help\]](#)

The Port proposes to install an aluminum catwalk on the existing P/Q Pier within its Cap Sante Marina located in downtown Anacortes.

6b. Describe the purpose of the project and why you want or need to perform it. [\[help\]](#)

The Port proposes to install an aluminum catwalk on the existing P/Q Pier within its Cap Sante Marina located in downtown Anacortes. Cap Sante Marina is a large public recreational and commercial marina on Fidalgo Bay that was established in 1927. The marina has undergone many modifications since that date and is still operated, updated and maintained by the Port. The current marina configuration provides 1,007 boat moorage slips which supports local tourism, fishing and other commercial marine activities. Existing structures within the marina include moorage floats, a fuel dock, one small craft hoist at P/Q dock, two 1-ton hoists at T-Dock for commercial usage, a boat travel lift, a floating pumpout facility, along with upland amenities such as vehicle and boat trailer parking and web lockers, retail space, a public esplanade and the Port's Harbormaster office.

The proposed installation of the catwalk is required based on the current use of the small craft hoist located on the P/Q Pier. The hoist is utilized for small boat launch, which includes vessels under two tons. During hoist operations, the ingress and egress to the P/Q Docks is disrupted to ensure public safety. The primary use of the hoist is greatest during the summer months, which coincides with the heaviest use of the Cap Sante Marina. In order to alleviate this disruption and ensure safe use of the pier and hoist, the Port is proposing the installation of a catwalk, which will provide a safe alternative access to P/Q Docks. The installation will also increase the safe use of the P/Q Docks by providing a level of public separation from hoist operation.

The proposed catwalk will be installed on the east side of the P/Q Pier. The existing P/Q Pier has a 90-degree turn (to the east) located approximately 125 ft waterward of the OHW. The proposed catwalk will be installed approximately 100 ft waterward of the OHW and will span from the portion of the pier oriented north/south to the portion of the pier oriented east/west. The catwalk will be installed at the same elevation of the existing P/Q Pier, which is at an elevation of approximately +15 ft MLLW. The catwalk will be constructed of aluminum and delivered to the site via flatbed truck. The existing P/Q Pier is wide and sturdy enough to allow the catwalk to be unloaded either on the pier or unloaded in the uplands and moved onto the pier using a forklift or small excavator. The proposed catwalk will be approximately 24 ft 6 in long and 4 ft 8 in wide (4 ft internal width). The catwalk will have handrails on both sides, which would be approximately 4 ft high. The entire surface (100%) of the catwalk will be surfaced with open grating with at least 60% open area. In order to install the catwalk, the existing guardrails on the pier will be removed using hand power tools and disposed of at an appropriate upland disposal site. Once the handrails are removed, a proposed steel catwalk mount will be installed for the southern end of the catwalk, and a pile cap extension support will be installed at the northern end of the catwalk. Both the steel catwalk mount and the pile cap extension support will be connected to the existing timber pile and steel beams. The installation of these will be completed using hand power tools and small equipment, which will be operated from the surface of the P/Q Pier. The mount and support will be connected to the existing steel beam using large bolts and possible welding. During the installation, care will be taken to ensure that no debris enters the aquatic environment. Following the installation of the mount and support, the catwalk will be lifted off the pier, guided into position and anchored. It is anticipated that the catwalk will be placed using a forklift or small excavator operated from the surface of the P/Q Pier. The proposed design would not result in the need for any additional pile. Overall, the proposed catwalk would result in approximately 106 sq ft of new overwater coverage.

The proposed project has been designed to avoid and minimize potential adverse impacts on the aquatic environment. The proposed installation of the catwalk will occur by equipment operated from the surface of the existing P/Q Pier, which will eliminate the potential for the disturbance of the substrates by work barges. The primary mechanism for adverse impacts would be associated with increased shading from the increase in overwater coverage; however, the proposed design of the project eliminates any potential impacts associated with the increase in overwater coverage. Specifically, the entire surface of the catwalk will be grated with at least 60% open area, the elevation of the catwalk will be +15 ft MLLW and the width of the catwalk will be a maximum

of 4 ft 8 in. These elements will allow for ample light penetration during all tidal elevations and will eliminate the potential for shading impacts. As a result, no compensatory mitigation is proposed.

6c. Indicate the project category. (Check all that apply) [\[help\]](#)

- ☒ Commercial
 ☐ Residential
 ☐ Institutional
 ☐ Transportation
 ☒ Recreational
☐ Maintenance
 ☐ Environmental Enhancement

6d. Indicate the major elements of your project. (Check all that apply) [\[help\]](#)

- | | | | |
|---|---|--|--|
| ☐ Aquaculture | ☐ Culvert | ☐ Float | ☐ Retaining Wall (upland) |
| ☐ Bank Stabilization | ☐ Dam / Weir | ☐ Floating Home | ☐ Road |
| ☐ Boat House | ☐ Dike / Levee / Jetty | ☐ Geotechnical Survey | ☐ Scientific Measurement Device |
| ☐ Boat Launch | ☐ Ditch | ☐ Land Clearing | ☐ Stairs |
| ☐ Boat Lift | ☒ Dock / Pier | ☐ Marina / Moorage | ☐ Stormwater facility |
| ☐ Bridge | ☐ Dredging | ☐ Mining | ☐ Swimming Pool |
| ☐ Bulkhead | ☐ Fence | ☐ Outfall Structure | ☐ Utility Line |
| ☐ Buoy | ☐ Ferry Terminal | ☐ Piling/Dolphin | |
| ☐ Channel Modification | ☐ Fishway | ☐ Raft | |

☒ Other: Catwalk

6e. Describe how you plan to construct each project element checked in 6d. Include specific construction methods and equipment to be used. [\[help\]](#)

- Identify where each element will occur in relation to the nearest waterbody.
- Indicate which activities are within the 100-year floodplain.

The project is located within Cap Sante Marina in Fidalgo Bay, Anacortes. The project site lies within a 1% annual chance flood hazard area.

The proposed catwalk will be installed on the east side of the P/Q Pier. The existing P/Q Pier has a 90-degree turn (to the east) located approximately 125 ft waterward of the OHW. The proposed catwalk will be installed approximately 100 ft waterward of the OHW and will span from the portion of the pier oriented north/south to the portion of the pier oriented east/west. The catwalk will be installed at the same elevation of the existing P/Q Pier, which is at an elevation of approximately +15 ft MLLW. The catwalk will be constructed of aluminum and delivered to the site via flatbed truck. The existing P/Q Pier is wide and sturdy enough to allow the catwalk to be unloaded either on the pier or unloaded on the uplands and moved onto the pier using a forklift or small excavator. The proposed catwalk will be approximately 24 ft 6 in long and 4 ft 8 in wide (4 ft internal width). The catwalk will have handrails on both sides, which would be approximately 4 ft high. The entire surface (100%) of the catwalk will be surfaced with open grating with at least 60% open area. In order to install the catwalk, the existing guardrails on the pier will be removed using hand power tools and disposed of at an appropriate upland disposal site. Once the handrails are removed, a proposed steel catwalk mount will be installed for the southern end of the catwalk, and a pile cap extension support will be installed at the northern end of the catwalk. Both the steel catwalk mount and the pile cap extension support will be connected to the existing timber pile and steel beams. The installation of these will be completed using hand power tools and small equipment, which will be operated from the surface of the P/Q Pier. The mount and support will be connected to the existing steel beam using large bolts and possible welding. During the installation, care will be taken to ensure that no debris enters the aquatic environment. Following the installation of the mount and support, the catwalk will be lifted off the pier, guided into position and anchored. It is anticipated that the catwalk will be placed using a forklift or small excavator operated from the surface of the P/Q Pier. The proposed design would not result in the need for any additional pile. Overall, the proposed catwalk would result in approximately 106 sq ft of new overwater coverage.

6f. What are the anticipated start and end dates for project construction? (Month/Year) [help] If the project will be constructed in phases or stages, use JARPA Attachment D to list the start and end dates of each phase or stage.	
Start Date: <u>October 2018</u>	End Date: <u>November 2018</u> ☐ See JARPA Attachment D (once all permits have been obtained)
6g. Fair market value of the project, including materials, labor, machine rentals, etc. [help]	
\$58,733	
6h. Will any portion of the project receive federal funding? [help] If yes, list each agency providing funds.	
☐ Yes ☒ No ☐ Don't know	

Part 7–Wetlands: Impacts and Mitigation

- ☐ Check here if there are wetlands or wetland buffers on or adjacent to the project area.
(If there are none, skip to Part 8.) [\[help\]](#)

7a. Describe how the project has been designed to avoid and minimize adverse impacts to wetlands. [help]
☐ Not applicable
7b. Will the project impact wetlands? [help]
☐ Yes ☐ No ☐ Don't know
7c. Will the project impact wetland buffers? [help]
☐ Yes ☐ No ☐ Don't know
7d. Has a wetland delineation report been prepared? [help] If Yes, submit the report, including data sheets, with the JARPA package.
☐ Yes ☐ No
7e. Have the wetlands been rated using the Western Washington or Eastern Washington Wetland Rating System? [help] If Yes, submit the wetland rating forms and figures with the JARPA package.
☐ Yes ☐ No ☐ Don't know
7f. Have you prepared a mitigation plan to compensate for any adverse impacts to wetlands? [help] - If Yes, submit the plan with the JARPA package and answer 7g. - If No, or Not applicable, explain below why a mitigation plan should not be required.
☐ Yes ☐ No ☐ Don't know
7g. Summarize what the mitigation plan is meant to accomplish, and describe how a watershed approach was used to design the plan. [help]
7h. Use the table below to list the type and rating of each wetland impacted, the extent and duration of the impact, and the type and amount of mitigation proposed. Or if you are submitting a mitigation plan with a similar table, you can state (below) where we can find this information in the plan. [help]

Activity (fill, drain, excavate, flood, etc.)	Wetland Name ¹	Wetland type and rating category ²	Impact area (sq. ft. or Acres)	Duration of impact ³	Proposed mitigation type ⁴	Wetland mitigation area (sq. ft. or acres)

¹ If no official name for the wetland exists, create a unique name (such as "Wetland 1"). The name should be consistent with other project documents, such as a wetland delineation report.

² Ecology wetland category based on current Western Washington or Eastern Washington Wetland Rating System. Provide the wetland rating forms with the JARPA package.

³ Indicate the days, months or years the wetland will be measurably impacted by the activity. Enter "permanent" if applicable.

⁴ Creation (C), Re-establishment/Rehabilitation (R), Enhancement (E), Preservation (P), Mitigation Bank/In-lieu fee (B)

Page number(s) for similar information in the mitigation plan, if available: _____

7i. For all filling activities identified in 7h, describe the source and nature of the fill material, the amount in cubic yards that will be used, and how and where it will be placed into the wetland. [\[help\]](#)

7j. For all excavating activities identified in 7h, describe the excavation method, type and amount of material in cubic yards you will remove, and where the material will be disposed. [\[help\]](#)

Part 8—Waterbodies (other than wetlands): Impacts and Mitigation

In Part 8, "waterbodies" refers to non-wetland waterbodies. (See Part 7 for information related to wetlands.) [\[help\]](#)

☒ Check here if there are waterbodies on or adjacent to the project area. (If there are none, skip to Part 9.)

8a. Describe how the project is designed to avoid and minimize adverse impacts to the aquatic environment. [\[help\]](#)

☐ Not applicable

The proposed project has been designed to avoid and minimize potential adverse impacts on the aquatic environment. The proposed installation of the catwalk will occur by equipment operated from the surface of the existing P/Q Pier, which will eliminate the potential for the disturbance of the substrates by work barges. The primary mechanism for adverse impacts would be associated with increased shading from the increase in overwater coverage; however, the proposed design of the project eliminates any potential impacts associated with the increase in overwater coverage. Specifically, the entire surface of the catwalk will be grated with at least 60% open area, the elevation of the catwalk will be +15 ft MLLW, and the width of the catwalk will be a maximum of 4 ft 8 in. These elements will allow for ample light penetrance during all tidal elevations and will eliminate the potential for shading impacts. As a result, no compensatory mitigation is proposed.

8b. Will your project impact a waterbody or the area around a waterbody? [\[help\]](#)

☒ Yes ☐ No

8c. Have you prepared a mitigation plan to compensate for the project's adverse impacts to non-wetland waterbodies? [\[help\]](#)

- If Yes, submit the plan with the JARPA package and answer 8d.
- If No, or Not applicable, explain below why a mitigation plan should not be required.

☐ Yes ☒ No ☐ Don't know					
See answer to 8a.					
8d. Summarize what the mitigation plan is meant to accomplish. Describe how a watershed approach was used to design the plan.					
If you already completed 7g you do not need to restate your answer here. [help]					
N/A					
8e. Summarize impact(s) to each waterbody in the table below. [help]					
Activity (clear, dredge, fill, pile drive, etc.)	Waterbody name ¹	Impact location ²	Duration of impact ³	Amount of material (cubic yards) to be placed in or removed from waterbody	Area (sq. ft. or linear ft.) of waterbody directly affected
N/A	N/A	N/A	N/A	N/A	N/A
¹ If no official name for the waterbody exists, create a unique name (such as "Stream 1") The name should be consistent with other documents provided.					
² Indicate whether the impact will occur in or adjacent to the waterbody. If adjacent, provide the distance between the impact and the waterbody and indicate whether the impact will occur within the 100-year flood plain.					
³ Indicate the days, months or years the waterbody will be measurably impacted by the work. Enter "permanent" if applicable.					
8f. For all activities identified in 8e, describe the source and nature of the fill material, amount (in cubic yards) you will use, and how and where it will be placed into the waterbody. [help]					
N/A					
8g. For all excavating or dredging activities identified in 8e, describe the method for excavating or dredging, type and amount of material you will remove, and where the material will be disposed. [help]					
N/A					

Part 9—Additional Information

Any additional information you can provide helps the reviewer(s) understand your project. Complete as much of this section as you can. It is ok if you cannot answer a question.

9a. If you have already worked with any government agencies on this project, list them below. [help]			
Agency Name	Contact Name	Phone	Most Recent Date of Contact
WA Department of Fish and Wildlife	Doug Thompson	360-466-4345	May 2018
City of Anacortes	Kevin Cricchio	360-293-1937	June 2018
U.S. Army Corps of Engineers	Ron Wilcox	206-316-3893	May 2018
9b. Are any of the wetlands or waterbodies identified in Part 7 or Part 8 of this JARPA on the Washington Department of Ecology's 303(d) List? [help]			
- If Yes, list the parameter(s) below. - If you don't know, use Washington Department of Ecology's Water Quality Assessment tools at: http://www.ecy.wa.gov/programs/wq/303d/.			
☒ Yes ☐ No			

The project takes place within the Port's Cap Sante Marina in Fidalgo Bay, Puget Sound. Fidalgo Bay is located immediately south and east of the project site. The combined areas of Padilla Bay, Fidalgo Bay, and Guemes Channel are listed on Ecology's 303(d) list for bacteria, copper, dissolved oxygen, temperature and ammonia-N.

9c. What U.S. Geological Survey Hydrological Unit Code (HUC) is the project in? [\[help\]](#)

- Go to <http://cfpub.epa.gov/surf/locate/index.cfm> to help identify the HUC.

HUC 17110002

9d. What Water Resource Inventory Area Number (WRIA #) is the project in? [\[help\]](#)

- Go to <http://www.ecy.wa.gov/water/wria/index.html> to find the WRIA #.

WRIA 3

9e. Will the in-water construction work comply with the State of Washington water quality standards for turbidity? [\[help\]](#)

- Go to <http://www.ecy.wa.gov/programs/wq/swqs/criteria.html> for the standards.

☒ Yes ☐ No ☐ Not applicable

9f. If the project is within the jurisdiction of the Shoreline Management Act, what is the local shoreline environment designation? [\[help\]](#)

- If you don't know, contact the local planning department.
- For more information, go to: http://www.ecy.wa.gov/programs/sea/sma/laws_rules/173-26/211_designations.html.

☐ Urban ☐ Natural ☒ Aquatic ☐ Conservancy ☒ Other: Urban Shoreline

9g. What is the Washington Department of Natural Resources Water Type? [\[help\]](#)

- Go to <http://www.dnr.wa.gov/forest-practices-water-typing> for the Forest Practices Water Typing System.

☒ Shoreline ☐ Fish ☐ Non-Fish Perennial ☐ Non-Fish Seasonal

9h. Will this project be designed to meet the Washington Department of Ecology's most current stormwater manual? [\[help\]](#)

- If No, provide the name of the manual your project is designed to meet.

☒ Yes ☐ No

Name of manual: _____

9i. Does the project site have known contaminated sediment? [\[help\]](#)

- If Yes, please describe below.

☐ Yes ☒ No

No known contamination has been identified at the immediate project site.

9j. If you know what the property was used for in the past, describe below. [\[help\]](#)

The project site was developed as a public marina in 1927. There are no places or objects within the project site that have been identified on or proposed for listing on national, state or local preservation registers.

9k. Has a cultural resource (archaeological) survey been performed on the project area? [\[help\]](#)

- If Yes, attach it to your JARPA package.

☐ Yes ☒ No

In 2009, a Cultural Resources Assessment was completed for the adjacent Scott Paper Company lumber mill (Scott site), which identified no close buildings or structures, no indications of shipwrecks, and no evidence for

ethnohistoric or other tribal sites in the immediate area. Given the history of the well-developed site and recent construction projects completed in the marina at the nearby Scott Site and at Seafarers' Memorial Park, archeological or cultural impacts are not anticipated. However, if evidence of these features is encountered during construction, the Port will notify local tribes and the state's Department of Archeology and Historic Preservation (DAHP) and take appropriate steps.

9l. Name each species listed under the federal Endangered Species Act that occurs in the vicinity of the project area or might be affected by the proposed work. [\[help\]](#)

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

9m. Name each species or habitat on the Washington Department of Fish and Wildlife's Priority Habitats and Species List that might be affected by the proposed work. [\[help\]](#)

WDFW includes bocaccio and yelloweye rockfish on its priority habitat species list.

Fish resources in Fidalgo Bay area include Pacific salmon, forage fish and a number of flatfish and pelagic species typical of Puget Sound. Surf smelt (*Hypomesus*), sand lance (*Ammocetes hexapterus*) and Pacific herring (*Clupea harengus pallasii*) are important forage fish for salmonids. Surf smelt require high intertidal beaches with gravel for spawning. Sand lance also require upper intertidal spawning habitat, with sandy gravel beaches. Although the steep intertidal shorelines within the marina do not provide suitable spawning habitat for these species, surf smelt spawning has been mapped as occurring on and around both the north and south breakwaters at the mouth of the marina. The eastern shoreline of the marina basin has also been mapped for spawning. Surf smelt spawning activity occurs on this beach from May to September, unlike adjacent spawning beaches across Fidalgo Bay, which receive smelt spawn virtually year-round. The nearest known sand lance spawning beach is in the southern portion of Fidalgo Bay over 1.5 miles from the project site. No herring spawning occurs near the marina.

In summary, it is determined that there will be no effect to the listed species (in 9l.) due to the location and type of work being proposed. Listed species will not be susceptible to impacts related to the project activities because there is no suitable habitat present at the project location. The project involves work from the surface of P/Q Pier. Therefore, we have determined that this project will have no effect on the listed species. Additionally the project will have no effect on designated critical habitats for these species.

Part 10–SEPA Compliance and Permits

Use the resources and checklist below to identify the permits you are applying for.

- Online Project Questionnaire at <http://apps.oria.wa.gov/opas/>.
- Governor's Office for Regulatory Innovation and Assistance at (800) 917-0043 or help@oria.wa.gov.
- For a list of addresses to send your JARPA to, click on [agency addresses for completed JARPA](#).

10a. Compliance with the State Environmental Policy Act (SEPA). (Check all that apply.) [\[help\]](#)

- For more information about SEPA, go to www.ecy.wa.gov/programs/sea/sepa/e-review.html.

☒ A copy of the SEPA determination or letter of exemption is included with this application.

☐ A SEPA determination is pending with _____ (lead agency). The expected decision date is _____.

☐ I am applying for a Fish Habitat Enhancement Exemption. (Check the box below in 10b.) [\[help\]](#)

☐ This project is exempt (choose type of exemption below).

☐ Categorical Exemption. Under what section of the SEPA administrative code (WAC) is it exempt?

☐ Other: _____

☐ SEPA is pre-empted by federal law.

10b. Indicate the permits you are applying for. (Check all that apply.) [\[help\]](#)

LOCAL GOVERNMENT

Local Government Shoreline permits:

☒ Substantial Development ☐ Conditional Use ☐ Variance

☐ Shoreline Exemption Type (explain): _____

Other City/County permits:

☐ Floodplain Development Permit ☒ Critical Areas Ordinance

STATE GOVERNMENT

Washington Department of Fish and Wildlife:

☒ Hydraulic Project Approval (HPA) ☐ Fish Habitat Enhancement Exemption – [Attach Exemption Form](#)

Washington Department of Natural Resources:

☐ Aquatic Use Authorization

Complete [JARPA Attachment E](#) and submit a check for \$25 payable to the Washington Department of Natural Resources.
Do not send cash.

Washington Department of Ecology:

☐ Section 401 Water Quality Certification

FEDERAL GOVERNMENT

United States Department of the Army permits (U.S. Army Corps of Engineers):

☐ Section 404 (discharges into waters of the U.S.) ☒ Section 10 (work in navigable waters)

United States Coast Guard permits:

☐ General Bridge Act Permit ☐ Private Aids to Navigation (for non-bridge projects)

Part 11—Authorizing Signatures

Signatures are required before submitting the JARPA package. The JARPA package includes the JARPA form, project plans, photos, etc. [\[help\]](#)

11a. Applicant Signature (required) [\[help\]](#)

I certify that to the best of my knowledge and belief, the information provided in this application is true, complete, and accurate. I also certify that I have the authority to carry out the proposed activities, and I agree to start work only after I have received all necessary permits.

I hereby authorize the agent named in Part 3 of this application to act on my behalf in matters related to this application. S T (initial)

By initialing here, I state that I have the authority to grant access to the property. I also give my consent to the permitting agencies entering the property where the project is located to inspect the project site or any work related to the project. S T (initial)

Sarah Tchang

Applicant Printed Name


Applicant Signature

6/20/18
Date

11b. Authorized Agent Signature [\[help\]](#)

I certify that to the best of my knowledge and belief, the information provided in this application is true, complete, and accurate. I also certify that I have the authority to carry out the proposed activities and I agree to start work only after all necessary permits have been issued.

Authorized Agent Printed Name

Authorized Agent Signature

Date

11c. Property Owner Signature (if not applicant) [\[help\]](#)

Not required if project is on existing rights-of-way or easements (provide copy of easement with JARPA).

I consent to the permitting agencies entering the property where the project is located to inspect the project site or any work. These inspections shall occur at reasonable times and, if practical, with prior notice to the landowner.

Daniel C. Worra
Property Owner Printed Name


Property Owner Signature

6-21-18
Date

18 U.S.C §1001 provides that: Whoever, in any manner within the jurisdiction of any department or agency of the United States knowingly falsifies, conceals, or covers up by any trick, scheme, or device a material fact or makes any false, fictitious, or fraudulent statements or representations or makes or uses any false writing or document knowing same to contain any false, fictitious, or fraudulent statement or entry, shall be fined not more than \$10,000 or imprisoned not more than 5 years or both.

If you require this document in another format, contact the Governor's Office for Regulatory Innovation and Assistance (ORIA) at (800) 917-0043. People with hearing loss can call 711 for Washington Relay Service. People with a speech disability can call (877) 833-6341. ORIA publication number: ORIA-16-011 rev. 07/2017



**State Environmental Policy Act (SEPA) Checklist
WAC 197-11-960**

A. BACKGROUND

1. Name of proposed project, if applicable:

P/Q Pier Pedestrian Catwalk

2. Name of applicant:

Port of Anacortes (Port)

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

Applicant:
Sarah Tchang
Environmental Specialist
Port of Anacortes
100 Commercial Ave
Anacortes, WA 98221
360.299.1827
sarah.tchang@portofanacortes.com

4. Date checklist prepared:

June 18, 2018

5. Agency requesting checklist:

Port of Anacortes

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

Project construction, currently proposed to start in the fall/winter of 2018, will not begin until all required permits/approvals are obtained. Due to the proposed construction methods and the ability to avoid inwater construction (specifically no pile driving and no barge operation), the Port is not proposing conducting work within any specific work window.

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

No future additions, expansions or activities of this pier are currently proposed.

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

- Joint Aquatic Resources Permit Application (JARPA) for submittal to the resource agencies for necessary permits.
- No Effects Letter with Essential Fish Habitat Assessment to be submitted to U.S. Army Corps of Engineers (Corps).



- Wildlife Habitat Conservation Critical Areas Assessment and Report for submittal to the City of Anacortes Planning, Community, and Economic Development Department.

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

None are known.

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

- State Environmental Policy Act (SEPA) determination from the SEPA lead agency (Port of Anacortes).
- Corps Section 10 Permit.
- Hydraulic Project Approval (HPA) from the Washington Department of Fish and Wildlife (WDFW).
- Shoreline Substantial Development Permit from the City of Anacortes.
- Other local permits/approvals from the City of Anacortes (i.e. Critical Areas Approval and Building Permit).

If other permits/approvals/authorizations are also determined to be necessary, they will also be applied for prior to construction.

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

The Port of Anacortes (Port) proposes to install an aluminum catwalk on the existing P/Q Pier within its Cap Sante Marina located in downtown Anacortes (Attachment A). Cap Sante Marina is a large public recreational and commercial marina on Fidalgo Bay that was established in 1927. The marina has undergone many modifications since that date and is still operated, updated and maintained by the Port. The current marina configuration provides 1,007 boat moorage slips which supports local tourism, fishing and other commercial marine activities. Existing structures within the marina include moorage floats, a fuel dock, one small craft hoist at P/Q dock, two 1-ton hoists at T-Dock for commercial usage, a boat travel lift, a floating pumpout facility, along with upland amenities such as vehicle and boat trailer parking and web lockers, retail space, a public esplanade and the Port's Harbormaster office.

The proposed installation of the catwalk is required based on the current use of the small craft hoist located on the P/Q Pier. The hoist is utilized for small boat launch, which includes vessels under two tons. During hoist operations, the ingress and egress to the P/Q Docks is disrupted to ensure public safety. The primary use of the hoist is greatest during the summer months, which coincides with the heaviest use of the Cap Sante Marina. In order to alleviate this disruption and ensure safe use of the pier and hoist, the Port is proposing the installation of a catwalk, which will provide a safe alternative access to P/Q Docks. The installation will also increase the safe use of the P/Q Docks by providing a level of public separation from hoist operation.

The proposed catwalk will be installed on the east side of the P/Q Pier. The existing P/Q Pier has a 90-degree turn (to the east) located approximately 125 ft waterward of the OHW. The proposed catwalk will be installed approximately 100 ft waterward of the OHW and will span from the portion of the pier oriented north/south to the portion of the pier oriented east/west. The catwalk will be installed at the same elevation of the existing P/Q Pier, which is at an elevation of approximately +15 ft MLLW. The catwalk will be constructed of aluminum and delivered to the site via flatbed truck. The existing P/Q Pier is wide and sturdy enough to allow the catwalk to be unloaded either on the pier or unloaded in the uplands and moved onto the pier using a forklift or small excavator. The proposed catwalk will be approximately 24 ft 6 in long and 4 ft 8 in wide (4 ft internal width). The catwalk will have handrails on both sides, which would be



approximately 4 ft high. The entire surface (100%) of the catwalk will be surfaced with open grating with at least 60% open area. In order to install the catwalk, the existing guardrails on the pier will be removed using hand power tools and disposed of at an appropriate upland disposal site. Once the handrails are removed, a proposed steel catwalk mount will be installed for the southern end of the catwalk, and a pile cap extension support will be installed at the northern end of the catwalk. Both the steel catwalk mount and the pile cap extension support will be connected to the existing timber pile and steel beams. The installation of these will be completed using hand power tools and small equipment, which will be operated from the surface of the P/Q Pier. The mount and support will be connected to the existing steel beam using large bolts and possible welding. During the installation, care will be taken to ensure that no debris enters the aquatic environment. Following the installation of the mount and support, the catwalk will be lifted off the pier, guided into position and anchored. It is anticipated that the catwalk will be placed using a forklift or small excavator operated from the surface of the P/Q Pier. The proposed design would not result in the need for any additional pile. Overall, the proposed catwalk would result in approximately 106 sq ft of new overwater coverage.

The proposed project has been designed to avoid and minimize potential adverse impacts on the aquatic environment. The proposed installation of the catwalk will occur by equipment operated from the surface of the existing P/Q Pier, which will eliminate the potential for the disturbance of the substrates by work barges. The primary mechanism for adverse impacts would be associated with increased shading from the increase in overwater coverage; however, the proposed design of the project eliminates any potential impacts associated with the increase in overwater coverage. Specifically, the entire surface of the catwalk will be grated with at least 60% open area, the elevation of the catwalk will be +15 ft MLLW and the width of the catwalk will be a maximum of 4 ft 8 in. These elements will allow for ample light penetration during all tidal elevations and will eliminate the potential for shading impacts. As a result, no compensatory mitigation is proposed.

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

The proposed project site address is 1019 Q Avenue, Anacortes, Skagit County, Washington. P/Q Docks are located at the northeast corner of the Cap Sante Marina and aligns north to south (refer to Attachment A for a vicinity map).

Latitude: 48.515470

Longitude: -122.604840

Section 18, Township 35, Range 02

Project activities will take place at the head of P/Q Docks within the Cap Sante Marina.

B. ENVIRONMENTAL ELEMENTS

1. Earth

- a. General description of the site (circle one):** Flat, rolling, hilly, steep slopes, mountainous, other.

The proposed project will occur within the Port's Cap Sante Marina. The marina bottom is relatively flat. Above the steeper rock riprap shoreline, the upland site is also generally flat.

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



The proposed project will occur on an existing pier within the Cap Sante Marina. Slopes along the shoreline within the Cap Sante Marina vary significantly. The steepest slopes occur on the riprapped portions of the shoreline, which consists of slopes between 80-100 percent.

- c. **What general types of soils are found on the site (for example: clay, sand, gravel, peat, muck)? If you know the classification of agricultural soils, specify them and note any prime farmland.**

Upland substrate and materials consist mostly of sand and silts deposited as fill material when the site was originally developed as a marina in the late 1950s. Subtidal substrate consists primarily of silts, fine sand and organic materials. The marina shoreline adjacent to P-Dock includes rock riprap above the OHW and gravel, sand and silt below the OHW.

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

No. There are no surface indications or history of unstable soils in the immediate vicinity. However, portions of the uplands at Cap Sante Marina include areas of historic filling, which means the area could be susceptible to liquefaction or subsidence during a major seismic event. Seismic issues will be addressed during design and construction of the proposed structures in compliance with applicable code requirements.

- e. **Describe the purpose, type and approximate quantities of any filling or grading proposed. Indicate source of fill.**

There is no filling or grading proposed for this project.

- f. **Could erosion occur as a result of clearing, construction, or use? If so, generally describe.**

No erosion will occur due to this project.

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

The proposed project would result in the installation of an aluminum catwalk section. Due to its entirely grated surface, the catwalk will not result in an increase in impervious surface area of the site.

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

The proposed project does not have the potential to result in erosion. No measures are proposed to reduce or control erosion. Contractors will be required to implement standard BMPs during active construction. These BMPs shall include the prevention of debris from entering nearby marine surface waters. In addition, the Port strictly enforces BMPs required by the Clean Marina Washington Program and its own Port policies on and near the docks within the marina.

2. Air

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

During construction, equipment and necessary transportation vehicles (trucks and barges) will generate exhaust levels and fuel odors typical of normal equipment operating conditions. However, these will be temporary in duration.

No adverse long-term impacts are anticipated as the existing use of P/Q Docks remains unchanged.



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

No offsite emission or odor sources have been identified; although the marina is part of an active Port and waterfront located within a busy downtown area. Anacortes, or any part of Skagit County, is not designated as an air quality nonattainment area by the US Environmental Protection Agency (EPA).

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

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

3. Water

a. Surface Water

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

Yes. The project takes place within the Port's Cap Sante Marina in Fidalgo Bay, Puget Sound. Fidalgo Bay is located immediately south and east of the project site. The marina is located within Water Resource Inventory Area (WRIA) 3, Lower Skagit-Samish. The combined areas of Padilla Bay, Fidalgo Bay and Guemes Channel are listed on Ecology's 303(d) list for bacteria, copper, dissolved oxygen, temperature and ammonia-N.

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

Yes. The entire proposed project would occur at the P/Q Pier within the Cap Sante Marina (over surface water). Please see the project description in Section A.11 for all aspects of the proposed project.

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

No dredging or placement of fill within surface water or wetlands is proposed as part of the project.

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

No.

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

The project site lies within a 1% annual chance flood hazard area.

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

No. During construction, contractors will be required to adhere to all federal, state and local requirements and permit conditions for both the in-water and above-water work. Contractors will be required to implement standard BMPs during active construction. These BMPs shall include the prevention of debris from entering nearby marine surface waters. In addition, the Port strictly enforces BMPs required by the Clean Marina Washington Program and its own Port policies on and near the docks within the marina.



b. Groundwater

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

No.

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

No waste material will be discharged.

c. Water Runoff (including stormwater):

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

The proposed project will have no impact on runoff (including stormwater). The proposed catwalk will be fully grated with at least 60% open area.

No short or long-term changes to stormwater flow or output will occur. The Port will continue to enforce operational BMPs required by the Clean Marina Washington Program and the Port's policies and procedures that prevent pollution from work and activities on vessels or docks.

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

No waste materials will enter ground or surface waters. Construction BMPs are proposed to avoid construction-related spills and discharges.

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

No changes to the drainage patterns near the site are anticipated.

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

The proposed project will not impact water runoff, thus no measures are proposed to reduce or control surface, ground, runoff water and drainage pattern impacts.

4. Plants

- a. Check or circle types of vegetation found on the site:**

☒ deciduous tree: alder, maple, aspen, other
☒ evergreen tree: fir, cedar, pine, other
☒ shrubs
☒ grass



- ☐ pasture
- ☐ crop or grain
- ☐ orchards, vineyards or other permanent crops
- ☐ wet soil plants: cattail, buttercup, bulrush, skunk cabbage, other
- ☒ water plants: water lily, eelgrass, mil foil, other
- ☒ other types of vegetation (saltmarsh vegetation; pickleweeds, orache, etc)

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

All elements of the proposed project will occur at the existing fixed portion of the P/Q Pier within the Cap Sante Marina. As a result, the proposed project does not have the potential to remove or alter any vegetation.

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

No known threatened or endangered plant species are on or near the project site.

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

The proposed project will not result in any adverse impacts or any net loss of ecological functions and values. The proposed project does not include any landscaping, use of native plants or measures to preserve or enhance vegetation on the site.

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

None have been identified within the immediate project site, although invasive Himalayan blackberry (*Rubus bifrons*) has been observed scattered along the shorelines and uplands of downtown Anacortes.

5. Animals

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

Several bald eagle nesting territories occur in the vicinity, primarily near Fidalgo Bay, West Guemes Channel and Guemes Island. A great blue heron nesting colony is on March Point approximately 4 miles southeast of the site. Several osprey nesting territories also occur in the Anacortes area, but these are located inland. Numerous waterfowl and shorebirds also use the area, primarily in the winter and during migration.

No sampling of infauna has been conducted at the project site. However, based on sampling conducted in the vicinity of the project and elsewhere in north Puget Sound, benthic organisms present in the Action Area may include common species such as the gastropod *Haminoea vesicula*, the bivalves *Macoma nasuta* and *Mysella tumida* and the annelid *Armandia brevis*. Salmon prey likely includes a range of epibenthic crustaceans, larval fish and other pelagic prey.

Fish resources in Fidalgo Bay area include Pacific salmon, forage fish and a number of flatfish and pelagic species typical of Puget Sound. Surf smelt (*Hypomesus*), sand lance (*Ammocetes hexapterus*) and Pacific herring (*Clupea harengus pallasii*) are important forage fish for salmonids. Surf smelt require high intertidal beaches with gravel for spawning. Sand lance also require upper intertidal spawning habitat, with sandy gravel beaches. Although the steep intertidal shorelines within the marina do not provide suitable spawning habitat for these species, surf smelt spawning has been mapped as occurring on and around both the north and south breakwaters at the mouth of the marina. The eastern shoreline of the marina basin has also been mapped for spawning. Surf smelt spawning activity occurs on this beach from May



to September, unlike adjacent spawning beaches across Fidalgo Bay, which receive smelt spawn virtually year-round. The nearest known sand lance spawning beach is in the southern portion of Fidalgo Bay over 1.5 miles from the project site. No known herring spawning occurs near the marina.

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

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

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

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

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

The proposed project will result in the increase of overwater coverage below the OHW; however, the potential impacts associated with the increase overwater coverage have been avoided and minimized and will not require compensatory mitigation. The installation of the catwalk will result in the increase of ~106 sq ft of overwater coverage. The impacts associated with the catwalk are expected to be negligible due to the height of the catwalk above the OHW (~6 ft above the OHW; ~+15 ft MLLW), the width of the catwalk (4 ft 8 in external measurement) and the grating (100% of the catwalk will be grated with at least 60% open area). These avoidance and minimization measures will result in no net loss of habitat functions and values to the aquatic environment. As a result, the proposed project is not proposing any measures to preserve or enhance wildlife.

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

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

6. Energy and Natural Resources

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

None. The final project does not have energy needs or requirements.

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

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

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



None. The project does not have energy needs or requirements.

1. Environmental Health

- a. Are there any environmental health hazards, including exposure to toxic chemicals, risk of fire and explosion, spill, or hazardous waste, that could occur as a result of this proposal? If so, describe.**

Petroleum products, used by the existing P/Q Docks' users or to run the construction equipment, do provide an ongoing risk for spills, leaks and fires. However, the Port's strict enforcement of BMPs required by the Clean Marina Washington Program and the Port's policies and procedures that focus on preventing pollution from work and activities on vessels or docks minimizes these types of risks.

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

No known contamination has been identified at the immediate project site. However, the Washington Department of Ecology, acting under Gov. Chris Gregoire's Puget Sound Initiative, worked with the Port and Kimberly-Clark to clean up contamination at the nearby Scott Paper Company lumber mill (Scott site), located south of the Cap Sante Marina. The cleanup was completed under a Consent Decree in 2011, and the former mill site is now a redeveloped public waterfront park on Fidalgo Bay. Confirmational monitoring is conducted annually.

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

There are no known hazardous chemicals/conditions, and no digging will be conducted for this project.

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

Potential discharges to surface waters during construction include accidental spills or leakage of petroleum products from construction equipment (forklift, excavator and work skiff) used during the project. There are no potential discharges after the project is complete. Additionally, the Port's strict enforcement of BMPs required by the Clean Marina Washington Program and the Port's policies and procedures that focus on preventing pollution from work and activities on vessels or docks minimizes these types of risks.

- 4) Describe special emergency services that might be required.**

No special emergency services for this project are required.

- 5) Proposed measures to reduce or control environmental health hazards, if any:**

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

b. Noise

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

Existing sources of noise in the area include automobile traffic, occasional aircraft flyovers and adjacent



vessel traffic.

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

Construction noise will occur associated with a variety of construction equipment during daytime (working) hours. It is anticipated that the proposed project will require the operation of a flatbed truck (to deliver materials to the site), forklift, small excavator, work skiff, generators and hand power tools.

- 3) **Proposed measures to reduce or control noise impacts, if any:**

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

2. Land and Shoreline Use

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

P/Q Docks are located within a large recreational and commercial boat marina operated by the Port. The marina includes approximately 107 acres of in-water and upland property. Adjacent properties include commercial and retail west of Q Avenue, Seafarers' Memorial Park and an office complex to the south, and Port properties to the north.

The proposed project will not affect current land uses or that for nearby properties. The existing use of P/Q Docks will remain, and adequate parking already exists at the marina.

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

No. The site has never been used for working farmlands or working forest lands.

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

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

- c. **Describe any structures on the site.**

The project is located within the Cap Sante Marina. P/Q Docks include both floats and piles, and an access pier located on the adjacent upland area. The marina esplanade runs along the shoreline and provides visitor access to Rotary Park which is located directly to the northeast. Parking lots are located north and northwest of the docks that provide for parking for the public and marina users. Small boat storage is located north of P/Q Docks.

- d. **Will any structure be demolished? If so, what?**



No.

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

Current City of Anacortes Zoning identifies P/Q Docks as being part of that portion of the marina classified as Commercial Marine (CM).

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

The current comprehensive plan designation of the site is CM.

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

The 2010 Shoreline Environment Designation Map identifies the A-Dock shoreline as being designated as Urban.

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

The proposed project would occur below the OHW of the Puget Sound and has the potential to impact the critical saltwater habitat identified within the City of Anacortes' Shoreline Master Program. Critical saltwater habitat is identified in the Shoreline Master Program Guidelines, WAC 173-26-221(2)(iii) and includes kelp beds, eelgrass beds, herring spawning and holding areas, smelt and sand lance spawning and holding areas, subsistence, commercial and recreational shellfish beds, mudflats, other intertidal habitats with vascular plants, juvenile salmonid migration corridors, rock sole spawning beds, rockfish settlement and nursery areas and lingcod settlement and nursery areas. In addition, it is important to give special consideration to conservation or protection measures necessary to preserve or enhance anadromous fish stocks, such as salmon, some of which are classified as "Threatened" under the Endangered Species Act. Additional critical areas are located in the vicinity of the proposed project; however, the proposed project does not have the potential to adversely impact them.

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

The proposed project will result in the installation of an aluminum catwalk, thus no people will reside or work in the completed project.

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

The completed project will not displace any people.

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

None proposed because the completed project will not displace any people.

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

No incompatible uses are proposed. All required shoreline, land-use and development permits will be acquired from the local, state and federal agencies prior to construction.

3. Housing

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

None.



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

None.

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

None proposed.

4. Aesthetics

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

The proposed catwalk will be located at an elevation of approximately +15 ft MLLW, which is the same height as the existing P/Q dock. The proposed catwalk will have handrails that will extend to an elevation of approximately +19 ft MLLW. Again, this will match the existing handrails on the P/Q Pier.

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

The proposed catwalk will be immediately adjacent and at the same elevation as the existing P/Q Pier and will not alter or obstruct views in the immediate vicinity.

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

The proposed project will be attached to the existing P/Q Pier. The installation of an aluminum catwalk is consistent with the aesthetics of Cap Sante Marina. As a result, the proposed project will fit in with the natural character of the marina, and no measures are proposed to reduce or control aesthetic impacts.

5. Light and Glare

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

The project will not produce light or glare.

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

Not applicable.

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

No off-site sources of light that will affect the proposal currently exist.

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

None.

6. Recreation

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

Small boat storage is located north of P/Q Docks for recreational small boat users, and the P/Q hoist is utilized for small boat launch. Important formal and informal recreational and shoreline public access exists in and adjacent to the Cap Sante Marina. The marina and docks are ungated and open to the public.



There is an existing pedestrian esplanade which allows for access to the boating facilities and significant opportunities to view the water and Fidalgo Bay. The marina esplanade runs along the shoreline and provides visitor access to Rotary Park which is located directly to the northeast. Additionally, Seafarers' Memorial Park is located just south of the marina.

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

During construction, use of the fixed pier to ingress and egress P/Q Docks will be temporarily disrupted; therefore, pedestrian and small boat access along the pier entrance will be affected. This may impact the existing recreational uses; however, the Port has been and will continue to work with P/Q tenants and small hoist users to minimize these disruptions. It is anticipated that the proposed project will take less than two (2) weeks to complete and will occur during the fall/winter when recreational uses are reduced.

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

The Port will work with existing P/Q users to implement a successful construction project while minimizing impacts on recreation, along with existing pedestrian and shoreline access and use and upland access and parking. The timing for the proposed project has been selected for fall/winter of 2018 when the recreation uses are lower, specifically the project will avoid the busy summer months. The Port will provide ample warning to the tenants and work with them on an individual basis to ensure that the proposed project results in minimal impacts to their recreation opportunities. The proposed project will not impact public recreational opportunities.

7. Historic and Cultural Preservation

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

No. There are no known buildings, structures or sites located on or near the project site that are over 45 years old listed in or eligible for listing in national, state or local preservation registers.

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

No. There are no known landmarks, features or other evidence of Indian or historic use or occupation on or near the project site. In 2009, a Cultural Resources Assessment was completed for the adjacent Scott Paper Company lumber mill (Scott site), which identified no close buildings or structures, no indications of shipwrecks and no evidence for ethnohistoric or other tribal sites in the immediate area. Given the history of the well-developed site and recent construction projects completed in the marina at the nearby Scott Site and at Seafarers' Memorial Park, archeological or cultural impacts are not anticipated. However, if evidence of these features is encountered during construction, the Port will notify local tribes and the state's Department of Archaeology and Historic Preservation (DAHP) and take appropriate steps.

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

The proposed project will not result in the disturbance of any substrates and will not result in the removal or damage to any cultural and historical resources. The entire project will occur on the existing P/Q Pier and has no potential to impact cultural and historic resources, as the P/Q Pier was installed by the Port.



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

No specific measures are proposed. As with any Port project, contractors and workers will be informed to immediately stop work if artifacts of historical or cultural importance are found. If any are found, DAHP will also be consulted.

8. Transportation

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

The Cap Sante Marina is located near downtown Anacortes. The primary access routes to P/Q Docks are Commercial Avenue or R Avenue to Q Avenue, which both provide north-south connections from State Route (SR) 20 through the main commercial area of town. P/Q Docks are directly accessible off Market Street from Q and R Avenue to the west and 6th Street and T Avenue from the north.

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

The site is directly served by public transit with a Skagit Transit bus stop located on either Q Avenue and 10th Street. This stop is less than 0.5 miles away from P/Q Docks.

- c. **How many additional parking spaces would the completed project or non-project proposal have? How many would the project or proposal eliminate?**

Parking will not be changed due to this project.

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

No.

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

Yes. The project will take place at P/Q Pier within Cap Sante Marina. The marina is a popular and important transportation link between Anacortes and the San Juan Islands. P/Q Pier is used by tenants to access their moored vessels for recreational use. State enforcement vessels also utilize the docks for moorage.

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

No new vehicular trips are anticipated by the completed project.

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

No. The proposed project will not interfere with the movement of agricultural and forest products on roads or streets in the area.



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

The proposed project will not impact transportation within the City of Anacortes. The equipment and material required for the project will be delivered to the site using flatbed trucks. Due to the small size of the project, it is not anticipated that the proposed project would result in increased traffic that would result in transportation impacts. As a result, no measures are proposed to reduce or control transportation impacts.

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

15. Public Services

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

No. The proposed project will not result in an increased need for public services.

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

No measures are proposed.

16. Utilities

- a. Circle utilities currently available at the site:** electricity, natural gas, water, refuse service, telephone, sanitary sewer, septic system, other pump out cart.

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

No utilities are proposed for this project.

C. SIGNATURE

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

Signature:

Brenda Treadwell

Name of Signee:

Brenda Treadwell on behalf of
Dan Worra

Position and Agency/Organization:

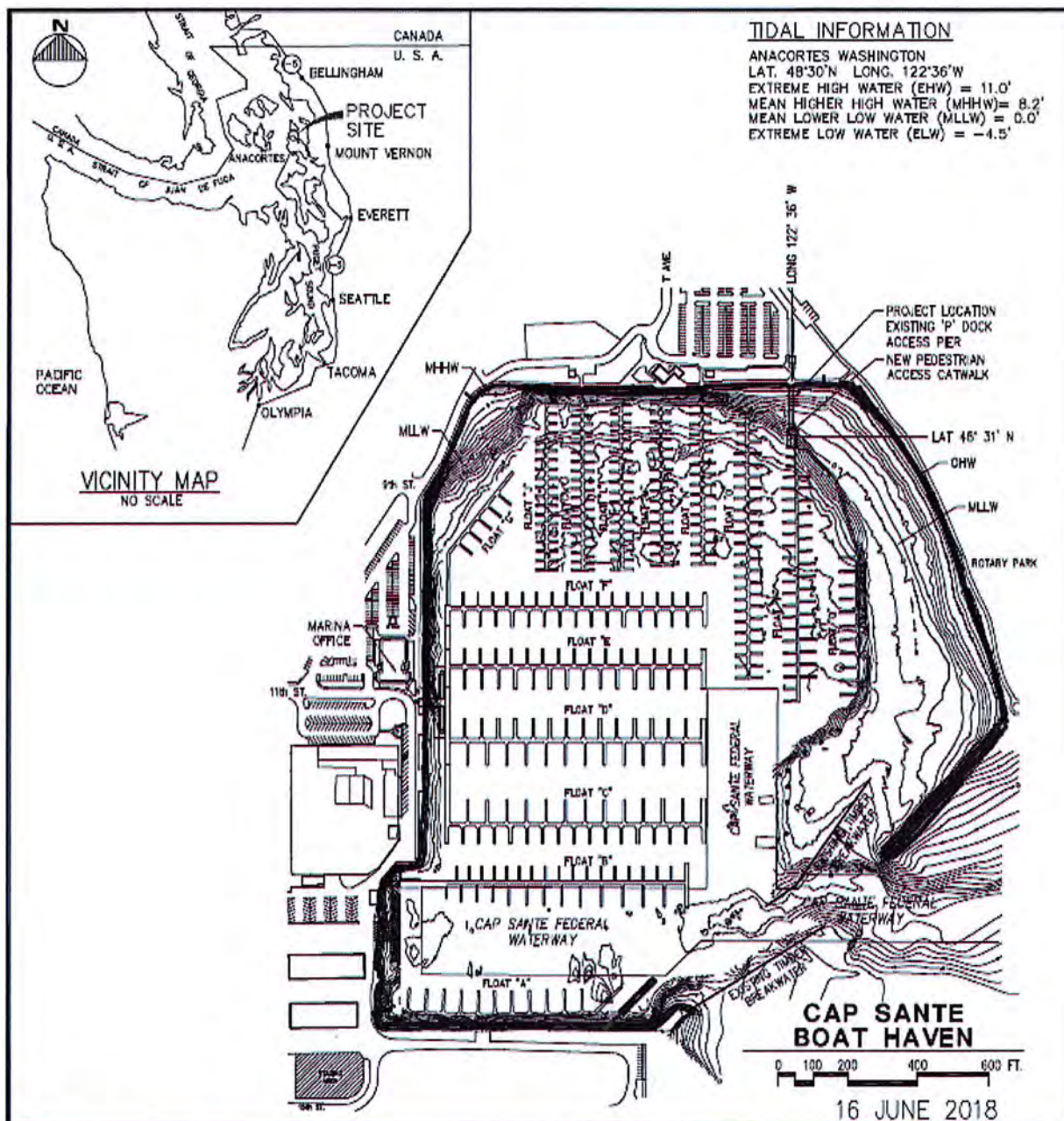
Executive Director / Port of Anacortes

Date Submitted:

6/19/18



Attachment A – Project Site Plans



PURPOSE: PROVIDE PEDESTRIAN BYPASS CATWALK AT EXISTING BOAT LAUNCH FACILITY

DATUM: M.L.L.W.

ADJACENT PROPERTY OWNERS:

- 1) PORT OF ANACORTES
- 2) CITY OF ANACORTES

P/Q PIER PEDESTRIAN CATWALK

PORT OF ANACORTES
100 COMMERCIAL AVENUE
ANACORTES, WA 98221

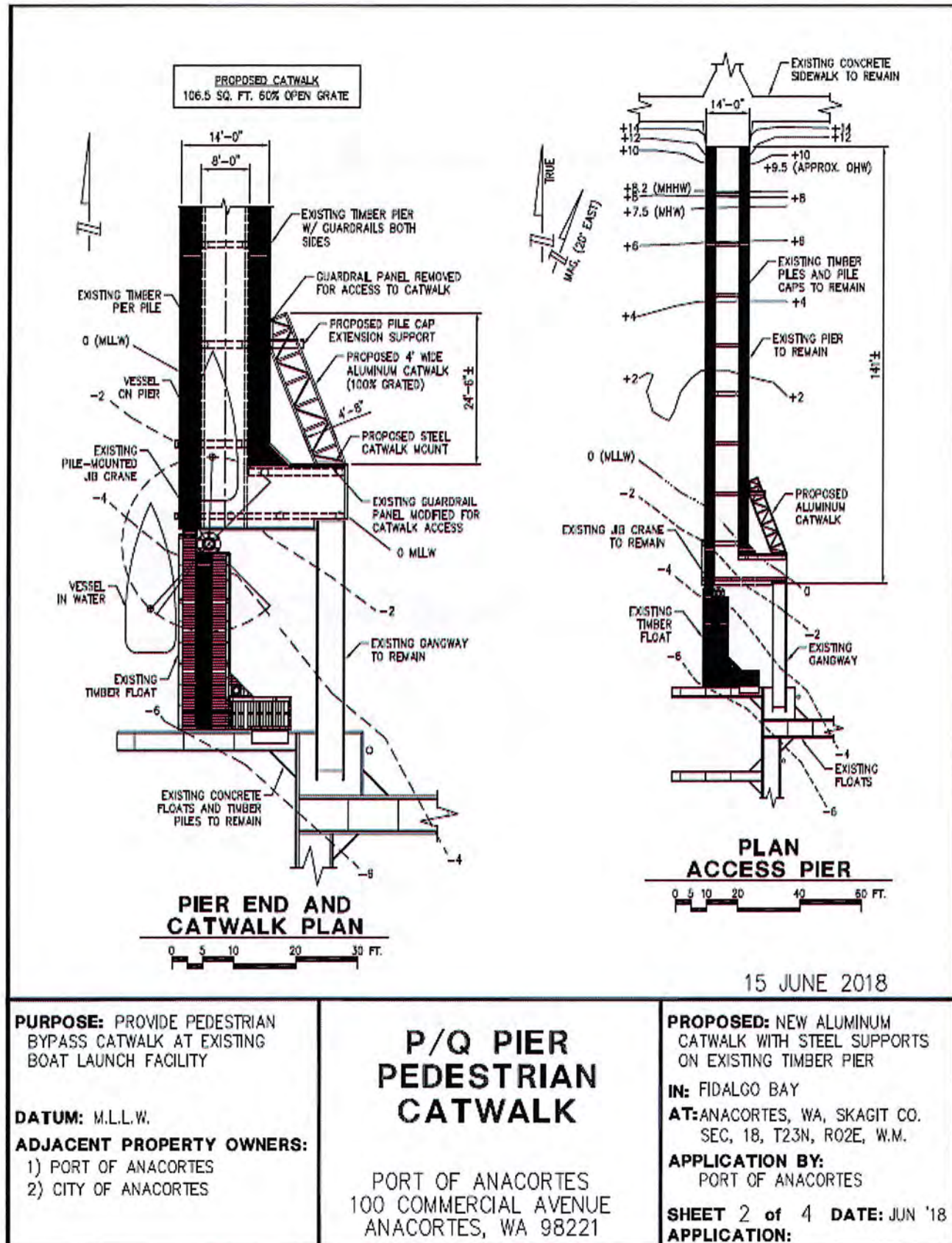
PROPOSED: NEW ALUMINUM CATWALK WITH STEEL SUPPORTS ON EXISTING TIMBER PIER

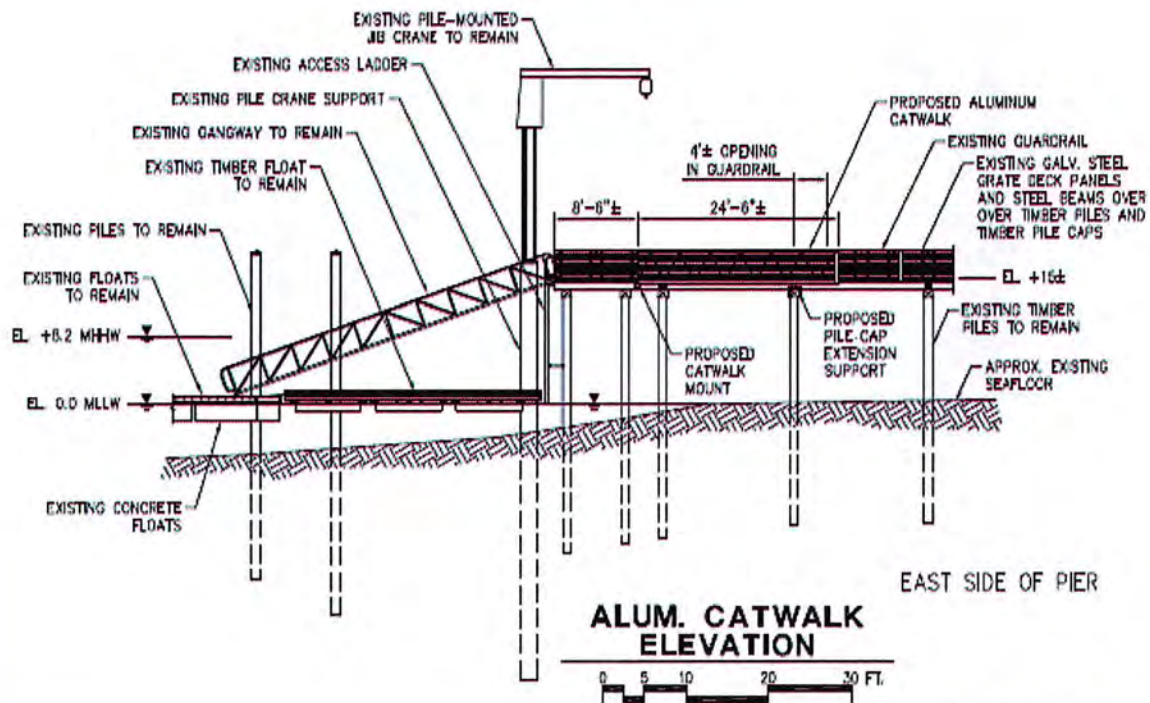
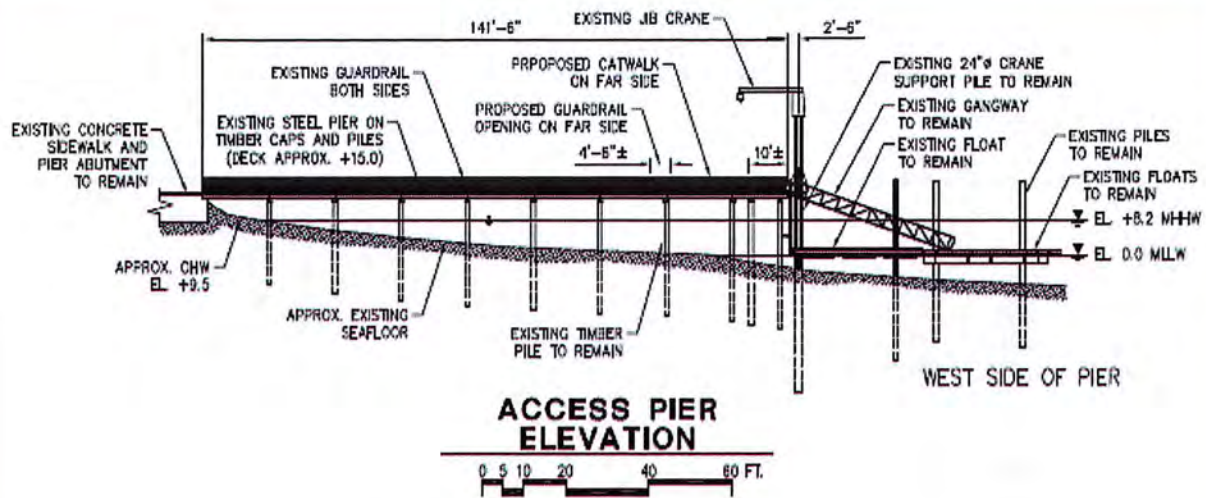
IN: FIDALGO BAY

AT: ANACORTES, WA, SKAGIT CO. SEC. 18, T23N, R02E, W.M.

APPLICATION BY:
PORT OF ANACORTES

SHEET 1 of 4 DATE: JUN '18
APPLICATION:





16 JUNE 2018

PURPOSE: PROVIDE PEDESTRIAN BYPASS CATWALK AT EXISTING BOAT LAUNCH FACILITY

DATUM: M.L.L.W.

ADJACENT PROPERTY OWNERS:

- 1) PORT OF ANACORTES
- 2) CITY OF ANACORTES

P/Q PIER PEDESTRIAN CATWALK

PORT OF ANACORTES
100 COMMERCIAL AVENUE
ANACORTES, WA 98221

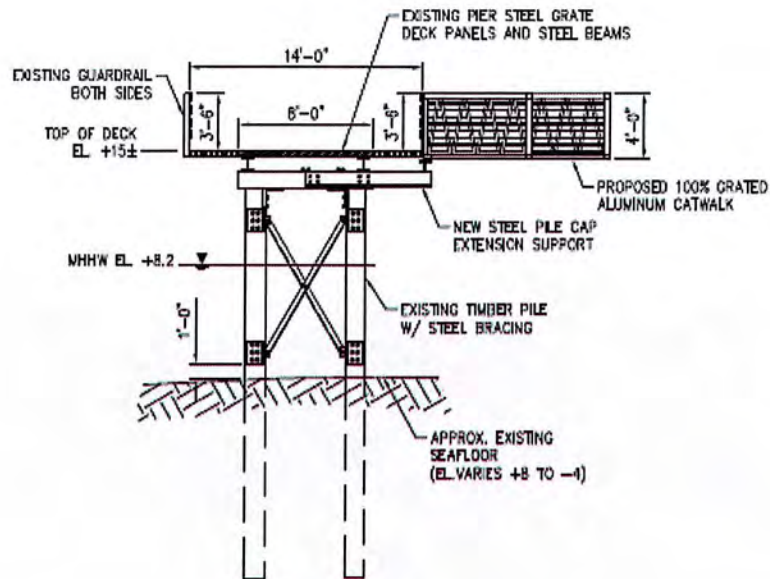
PROPOSED: NEW ALUMINUM CATWALK WITH STEEL SUPPORTS ON EXISTING TIMBER PIER

IN: FIDALGO BAY

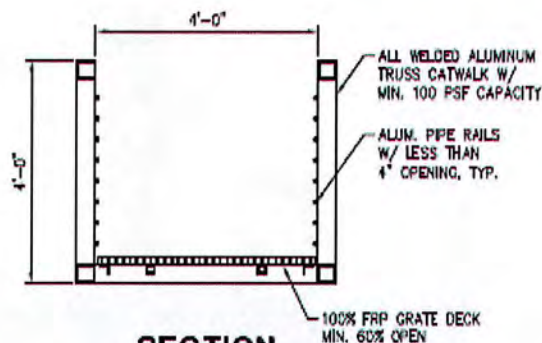
AT: ANACORTES, WA, SKAGIT CO. SEC. 18, T23N, R02E, W.M.

APPLICATION BY:
PORT OF ANACORTES

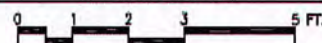
SHEET 3 of 4 DATE: JUN '18
APPLICATION:



**SECTION
PIER AND CATWALK**



**SECTION
CATWALK**



16 JUNE 2018

PURPOSE: PROVIDE PEDESTRIAN
 BYPASS CATWALK AT EXISTING
 BOAT LAUNCH FACILITY

DATUM: M.L.L.W.

ADJACENT PROPERTY OWNERS:

- 1) PORT OF ANACORTES
- 2) CITY OF ANACORTES

P/Q PIER PEDESTRIAN CATWALK

PORT OF ANACORTES
 100 COMMERCIAL AVENUE
 ANACORTES, WA 98221

PROPOSED: NEW ALUMINUM
 CATWALK WITH STEEL SUPPORTS
 ON EXISTING TIMBER PIER

IN: FIDALGO BAY

AT: ANACORTES, WA, SKAGIT CO.
 SEC. 18, T23N, R02E, W.M.

APPLICATION BY:
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SHEET 4 of 4 DATE: JUN '18
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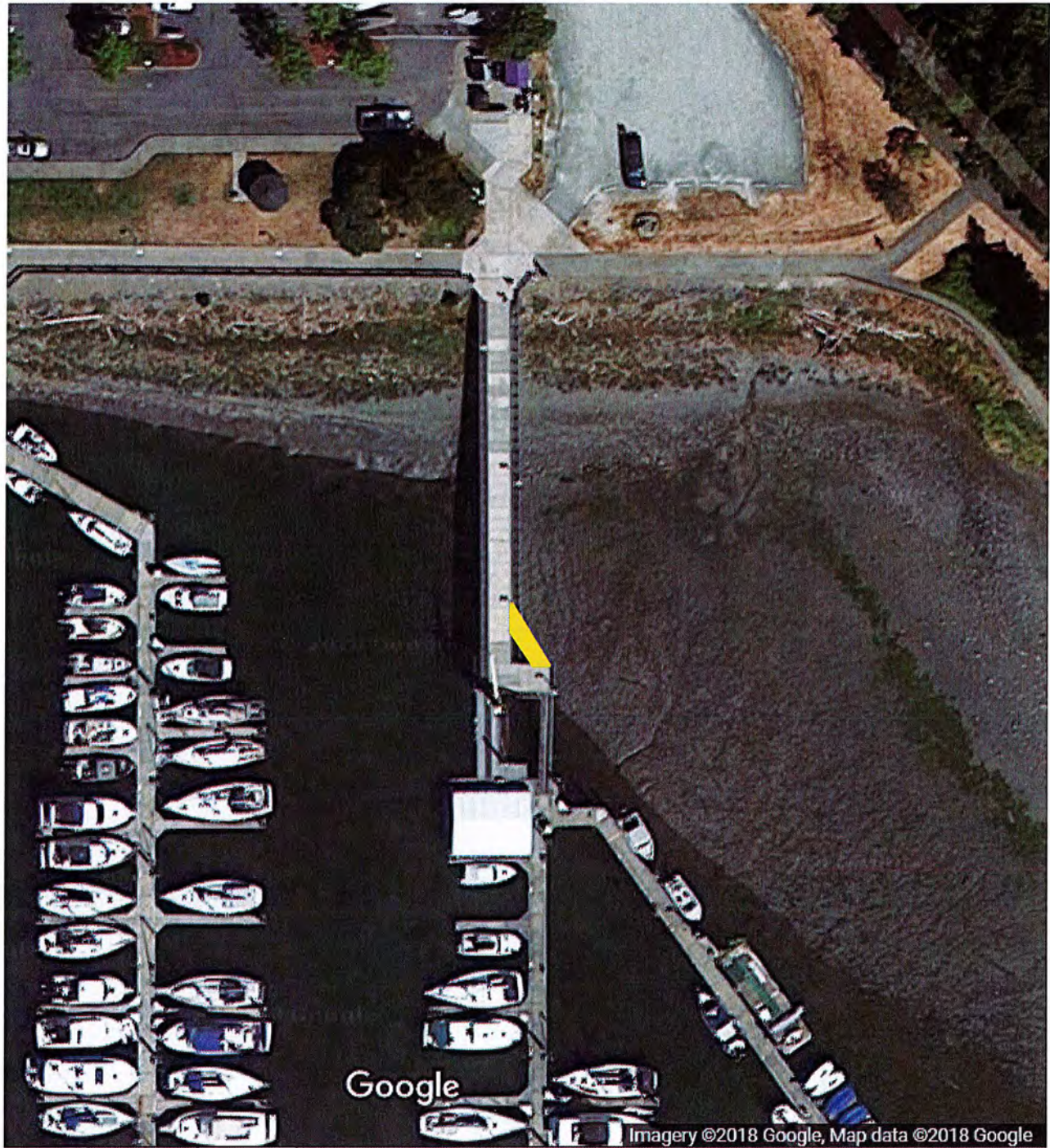
Attachment B – Project Photographs



Photograph 1. South facing view of P/Q Pier and crane (06/12/18).



Photograph 2: Close-up south facing view of proposed catwalk location at P/Q Pier (06/12/18).



Photograph 3: Satellite image of proposed catwalk location at P/Q Pier (catwalk not shown to scale).



STATE ENVIRONMENTAL POLICY ACT NOTICE OF DETERMINATION OF NON-SIGNIFICANCE (DNS)

Project Name: P/Q Pier Pedestrian Catwalk

Location: Port of Anacortes – Cap Sante Marina, 1019 Q Avenue. The property is located in Section 18, Range 02E and Township 35N in Anacortes, Skagit County, Washington.

Proponent: Port of Anacortes

Description of Proposal: The Port of Anacortes (Port) proposes to install an aluminum catwalk on the existing P/Q Pier within its Cap Sante Marina located in downtown Anacortes. Cap Sante Marina is a large public recreational and commercial marina on Fidalgo Bay that was established in 1927. The marina has undergone many modifications since that date and is still operated, updated and maintained by the Port. The current marina configuration provides 1,007 boat moorage slips which supports local tourism, fishing and other commercial marine activities. Existing structures within the marina include moorage floats, a fuel dock, one small craft hoist at P/Q dock, two 1-ton hoists at T-Dock for commercial usage, a boat travel lift, a floating pumpout facility, along with upland amenities such as vehicle and boat trailer parking and web lockers, retail space, a public esplanade and the Port's Harbormaster office.

The proposed installation of the catwalk is required based on the current use of the small craft hoist located on the P/Q Pier. The hoist is utilized for small boat launch, which includes vessels under two tons. During hoist operations, the ingress and egress to the P/Q Docks is disrupted to ensure public safety. The primary use of the hoist is greatest during the summer months, which coincides with the heaviest use of the Cap Sante Marina. In order to alleviate this disruption and ensure safe use of the pier and hoist, the Port is proposing the installation of a catwalk, which will provide a safe alternative access to P/Q Docks. The installation will also increase the safe use of the P/Q Docks by providing a level of public separation from hoist operation.

The proposed catwalk will be installed on the east side of the P/Q Pier. The existing P/Q Pier has a 90-degree turn (to the east) located approximately 125 ft waterward of the OHW. The proposed catwalk will be installed approximately 100 ft waterward of the OHW and will span from the portion of the pier oriented north/south to the portion of the pier oriented east/west. The catwalk will be installed at the same elevation of the existing P/Q Pier, which is at an elevation of approximately +15 ft MLLW. The catwalk will be constructed of aluminum and delivered to the site via flatbed truck. The existing P/Q Pier is wide and sturdy enough to allow the catwalk to be unloaded either on the pier or unloaded in the uplands and moved onto the pier using a forklift or small excavator. The proposed catwalk will be approximately 24 ft 6 in long and 4 ft 8 in wide (4 ft internal width). The catwalk will have handrails on both sides, which would be approximately 4 ft high. The entire surface (100%) of the catwalk will be surfaced with open grating with at least 60% open area. In order to install the catwalk, the existing guardrails on the pier will be removed using hand power tools and disposed of at an appropriate upland disposal site. Once the handrails are removed, a proposed steel catwalk mount will be installed for the southern end of the catwalk, and a pile cap extension support will be installed at the northern end of the catwalk. Both the steel catwalk mount and the pile cap extension support will be connected to the existing timber pile and steel beams. The installation of these will be completed using hand power tools and small equipment, which will be operated from the surface of the P/Q Pier. The mount and support will be connected to the existing steel beam using large bolts and possible welding. During the installation, care will be taken to ensure that no debris enters the aquatic environment. Following the installation of the mount and

support, the catwalk will be lifted off the pier, guided into position and anchored. It is anticipated that the catwalk will be placed using a forklift or small excavator operated from the surface of the P/Q Pier. The proposed design would not result in the need for any additional pile. Overall, the proposed catwalk would result in approximately 106 sq ft of new overwater coverage.

The proposed project has been designed to avoid and minimize potential adverse impacts on the aquatic environment. The proposed installation of the catwalk will occur by equipment operated from the surface of the existing P/Q Pier, which will eliminate the potential for the disturbance of the substrates by work barges. The primary mechanism for adverse impacts would be associated with increased shading from the increase in overwater coverage; however, the proposed design of the project eliminates any potential impacts associated with the increase in overwater coverage. Specifically, the entire surface of the catwalk will be grated with at least 60% open area, the elevation of the catwalk will be +15 ft MLLW and the width of the catwalk will be a maximum of 4 ft 8 in. These elements will allow for ample light penetration during all tidal elevations and will eliminate the potential for shading impacts. As a result, no compensatory mitigation is proposed.

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

Determination: As a lead agency, the Port of Anacortes has determined that this proposal will not have a probable significant adverse impact on the environment. An environmental impact statement (EIS) is not required under RCW 43.21C.030(2)(c). This determination assumes compliance with federal and state law as well as City of Anacortes ordinances related to general environmental protection. This decision was made after review of a completed SEPA environmental checklist and other supporting documents on file with the lead agency. This information is available to the public on request and is available at the Port's administrative offices at 100 Commercial Avenue, Anacortes, WA 98221. The Port's office is open from 8:00 AM to 5:00 PM, Monday through Friday. The SEPA Checklist and complete DNS can also be reviewed on the Port's website: www.portofanacortes.com.

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

Comment Period:

Sarah Tchang, Environmental Specialist
Port of Anacortes
100 Commercial Avenue
Anacortes, WA 98221

Comments may also be submitted to the Port via (a) e-mail to sarah.tchang@portofanacortes.com or (b) fax to (360) 293-9608. Comments will not otherwise be accepted by telephone or personal conversation.

Publication Date: June 21, 2018

Signed and dated this 18th day of June, 2018:


Daniel C. Worra
Port of Anacortes SEPA Responsible Official



A WASHINGTON PUBLIC PORT
OWNED BY THE RESIDENTS
OF THE LOCAL COMMUNITY

100 COMMERCIAL AVENUE • ANACORTES, WA 98221 USA
(360) 293-3134 • FAX (360) 293-9608 • WWW.PORTOFANACORTES.COM

June 20, 2018

Ronald Wilcox
Project Manager
Seattle District Regulatory Branch
U.S. Army Corps of Engineers
PO Box 3755
Seattle, WA 98124-3577

Re: No Effects Letter for P/Q Pier Pedestrian Catwalk

Dear Ronald,

The Port of Anacortes (Port) proposes to install a pedestrian catwalk on the existing P/Q Pier within the Cap Sante Marina in Anacortes, Washington, Skagit County. Cap Sante Marina is a large public recreational and commercial marina on Fidalgo Bay that was established in 1927. The marina has undergone many modifications since that date and is still operated, updated and maintained by the Port. The current marina configuration provides 1,007 boat moorage slips which supports local tourism, fishing and other commercial marine activities. Existing structures within the marina include moorage floats, a fuel dock, one small craft hoist at P/Q dock, two 1-ton hoists at T-Dock for commercial usage, a boat travel lift, a floating pumpout facility, along with upland amenities such as vehicle and boat trailer parking and web lockers, retail space, a public esplanade and the Port's Harbormaster's office.

The proposed installation of the catwalk is required based on the current use of the small craft hoist located on the P/Q Pier. During hoist operations, the ingress and egress to the P/Q Docks is disrupted to ensure public safety. The primary use of the hoist is greatest during the summer months, which coincides with the heaviest use of the Cap Sante Marina. In order to alleviate this disruption and ensure safe use of the dock and hoist, the Port is proposing the installation of a catwalk, which will provide a safe alternative access to the P/Q Docks. The installation will also increase the safe use of the P/Q Docks by providing a level of public separation from hoist operation.

The Port is submitting this No Effects Letter and JARPA for a U.S. Army Corps of Engineers (Corps) Section 10 Permit and in response to the current U.S. Fish and Wildlife Service (USFWS) and National

Marine Fisheries Service (NMFS) Endangered Species Act (ESA) listings. Information on the occurrence of federally listed species and habitat under the jurisdiction of the USFWS and NMFS for the project location was obtained from the USFWS and NMFS websites in June 2018. The ESA requires federal agencies to ensure that they do not authorize, fund and/or carry out actions that are likely to jeopardize the continued existence of endangered or threatened species or result in the destruction or adverse modification of critical habitat for such species. This letter evaluates the potential environmental effects of the proposed project on the listed species and designated critical habitats summarized in Table 1 and have been prepared to assist the Corps in its review of the permit application. In addition, an evaluation of the effects of the proposed project on Essential Fish Habitat (EFH) has been prepared pursuant to the Magnuson-Stevens Fishery Conservation and Management Act (Magnuson-Stevens Act) and the 1996 Sustainable Fisheries Act.

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

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

Environmental Baseline Conditions

The extent of the Project Area and Action Area are virtually the same, so the description of the existing environmental baseline conditions will occur together. The proposed project will occur entirely on and immediately adjacent to the existing P/Q Pier. The P/Q Pier is a wooden pier supported with wood piles with timber and steel support beams. The bottom of the pier is elevated approximately 6

ft above the OWM (approximately +15 ft MLLW). The pier has wooden handrails, and the surface of the pier consists of concrete panels in the middle and grating on the sides. The pier is approximately 14 ft wide and extends perpendicular from the concrete abutment and sidewalk (located above the OHW). Approximately 140 ft from the abutment (~130 ft waterward of the OHW), the pier turns 90 degrees to the east. This section of the pier is approximately 14 ft long where the gangway to the P/Q floating docks is anchored. The small craft hoist is located at the 90 degree turn of the pier. The proposed catwalk will be installed to span the distance across the 90 degree turn of the pier.

The proposed project will result in the installation of the catwalk at an elevation of approximately +15 ft MLLW and will not require any inwater work. The installation of the catwalk will require the pile cap support and catwalk mount, both of which will be attached to the existing pier and steel supports. No additional piling will be required. As a result, the Action Area encompasses the pier and the area below the proposed catwalk, since no inwater work is proposed. Additionally, the installation of the catwalk will be conducted by equipment operated from the pier. The existing conditions below where the catwalk will be installed consists of mudflats between elevation +1 ft and 0 ft MLLW. The mudflat is devoid of macroalgae and no eelgrass is present. The slope of this area is very gradual as this area does not provide moorage for vessels. Macroalgae, barnacles and mussels are present on the existing piling and support beams located below +8 ft MLLW.

Outside of the Action Area, the uplands and shorelines vary significantly at the P/Q Pier. West of the pier the uplands are heavily developed and consists of concrete sidewalks, asphalt roads and commercial and Port buildings. The shoreline is dominated by riprap down to a depth of 0 ft MLLW. Below the riprap, the substrates consist of mud, which has historically been dredged. East of the pier, the level of development is significantly less. Above the MHHW, the shoreline slope is moderate and is dominated by a combination of trees, shrubs and grasses. The slope is between 2-4H:1V and extends between 15-25 ft landward of the MHHW (between 5-10 ft above the MHHW). The majority of the trees and shrubs are native and are providing a buffer between the MHHW and the existing asphalt walking trail located above the top of the bank. The asphalt walking trail is a public trail providing access to the northern attenuator from the marina. The use of this trail is limited to non-motorized vehicles. Landward of the trail, the uplands are dominated by native trees and shrubs.

Description of the Species and Critical Habitat

Marbled Murrelet

Designated critical habitat for the marbled murrelet applies only to nesting habitat and does not occur in the Action Area (USFWS 2011). Murrelets have been reported in Fidalgo Bay but are not likely to be present regularly within the Action Area.

Coastal-Puget Sound Bull Trout

Anadromous bull trout may range in salt water as much as 30 or 40 kilometers (approximately 18 to 25 miles) from the mouth of their natal stream (Kraemer 1994), it is assumed that they are present in Fidalgo Bay and may be present in the Action Area. Though sub-adult and adult bull trout may be present in Fidalgo Bay or Guemes Channel year-round, they are not expected to be present in CSM at any time.

Coastal-Puget Sound Bull Trout Critical Habitat

The extent of critical habitat for nearshore marine areas is from MHHW to -10 m (-33 ft) MLLW (USFWS 2005). This offshore boundary is based on the average extent of the photic zone, which is the topmost layer of water in which there is sufficient light for net primary production. Based on the critical habitat designation for nearshore habitat, the entire Action Area is within the elevational definition of bull trout critical habitat. However, based on USFWS GIS data, bull trout critical habitat ends immediately south of the mouth of CSM and does not include CSM or Guemes Channel. Thus, bull trout critical habitat is not present in the Action Area.

Bocaccio

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

Rockfish Critical Habitat

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

Puget Sound Chinook Salmon

Although no chinook spawning has been documented on Fidalgo Island (WDFW 2013), juvenile chinook outmigrating from the Skagit County basin migrate and rear along the nearshore environment of Fidalgo Bay, including the Action Area (NMFS 2007). Peak abundances of juveniles are expected to occur between April and June as they migrate seaward (City of Anacortes 1999). Within CSM, Chinook salmon of any life history stage are unlikely to be present in appreciable numbers.

Puget Sound Chinook Salmon Critical Habitat

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

Puget Sound Steelhead Trout

Any juvenile steelhead present in Fidalgo Bay would likely overlap temporally with chinook and other ocean-type salmon but are much less likely to rely on shallow water rearing due to their larger size. Further, it is unlikely that steelhead trout of any life history stage would be present in CSM in

appreciable numbers. Juvenile rearing likely occurs in shallow waters of Fidalgo Bay but not likely within CSM. Sub-adult and adult steelhead may use the deeper, offshore waters of Fidalgo Bay and Guemes Channel, but are not expected to be present in significant numbers at any time.

Yelloweye Rockfish

The Action Area is not likely to be used by yelloweye rockfish due to their preference for deeper waters. Further, the aquatic habitat within the Action Area is not typical yelloweye rockfish habitat, as the site does not include rocky reefs or outcrops. Based on the available information, it is extremely unlikely that yelloweye rockfish would be present in the Action Area.

Southern Resident Killer Whale

Southern Resident killer whales are often sighted in the western portion of Guemes Channel adjacent to Rosario Strait but do not regularly use Fidalgo Bay or Padilla Bay. Even if they were present, they would be extremely unlikely to enter the Action Area.

Southern Resident Killer Whale Critical Habitat

Designated critical habitat for Southern Residents includes only waters in Puget Sound deeper than -20 ft relative to EHW (+10.9 ft MLLW), or -9.1 ft MLLW. None of the Action Area is deeper than -9.1 ft MLLW. Thus, Southern Residents critical habitat is not present in the Action Area.

Humpback Whale

Humpback whales typically inhabit coastal areas because of the productivity of these habitats. They rarely enter the inland waters of the Straits of Juan de Fuca and Georgia, or Puget Sound. It is not expected these whales would be present in CSM at any time.

Leatherback Sea Turtle

Because the leatherback sea turtle typically occurs in offshore locations and there are no documented sightings within Puget Sound, there is no expectation that this species uses the Action Area.

Proposed Project

The proposed catwalk will be installed on the east side of the P/Q Pier. The existing P/Q Pier has a 90-degree turn (to the east) located approximately 125 ft waterward of the OHW. The proposed catwalk will be installed approximately 100 feet waterward of the OHW and will span from the portion of the pier oriented north/south to the portion of the pier oriented east/west. The catwalk will be installed at the same elevation of the existing P/Q Pier, which is at an elevation of approximately +15 ft MLLW. The catwalk will be constructed of aluminum and delivered to the site via flatbed truck. The existing P/Q Pier is wide enough and sturdy enough to allow the catwalk to be unloaded either on the pier or unloaded in the uplands and moved onto the pier using a forklift or small excavator. The proposed catwalk will be approximately 24 ft 6 in long and 4 ft 8 in wide (4 ft internal width). The catwalk will have handrails on both sides, which would be approximately 4 ft high. The entire surface (100%) of the catwalk will be surfaced with open grating with at least 60% open area. In order to install the catwalk, the existing guardrails on the pier will be removed using hand power tools and disposed of at an appropriate upland disposal site. Once the handrails are removed, a proposed steel catwalk mount will be installed for the southern end of the catwalk and a

pile cap extension support will be installed at the northern end of the catwalk. Both the steel catwalk mount and the pile cap extension support will be connected to the existing timber pile and steel beams. The installation of these will be completed using hand power tools and small equipment, which will be operated from the surface of the P/Q Pier. The mount and support will be connected to the existing steel beam using large bolts and possible welding. During the installation, care will be taken to ensure that no debris enters the aquatic environment. Following the installation of the mount and support, the catwalk will be lifted off the pier, guided into position and anchored. It is anticipated that the catwalk will be placed using a forklift or small excavator operated from the surface of the P/Q Pier. The proposed design would not result in the need for any additional pile. Overall, the proposed catwalk would result in approximately 106 sq ft of new overwater coverage.

The proposed project has been designed to avoid and minimize potential adverse impacts on the aquatic environment. The proposed installation of the catwalk will occur by equipment operated from the surface of the existing P/Q Pier, which will eliminate the potential for the disturbance of the substrates by work barges. The primary mechanism for adverse impacts would be associated with increased shading from the increase in overwater coverage; however, the proposed design of the project eliminates any potential impacts associated with the increase in overwater coverage. Specifically, the entire surface of the catwalk will be grated with at least 60% open area, the elevation of the catwalk will be +15 ft MLLW, and the width of the catwalk will be a maximum of 4 ft 8 in. These elements will allow for ample light penetrance during all tidal elevations and will eliminate the potential for shading impacts. As a result, no compensatory mitigation is proposed.

Project construction, currently proposed to start in the fall/winter of 2018, will not begin until all required permits/approvals are obtained. Due to the proposed construction methods and the ability to avoid in-water construction (specifically no pile driving and no barge operation), the Port is not proposing conducting work within any specific work window.

Best management practices (BMPs) will be implemented to contain loose materials. All refueling of construction vehicles will be conducted according to a Spill Prevention, Countermeasure and Control Plan (SPCC Plan) to be developed by the contractor.

A field review of the project was conducted by Larry Lehman, Senior Biologist from Grette Associates, and determined the suitability of the site for this project. Land use in the action area and vicinity is commercial marine.

In summary, we have determined that there will be *no effect* to the listed species due to the location and type of work being proposed. Listed species will not be susceptible to impacts related to the project activities because there is no suitable habitat present at the project location. The project involves work from the surface of P/Q Pier. Therefore, we have determined that this project will have *no effect* on the listed species in Table 1. Additionally the project will have *no effect* on designated critical habitats for these species. This assessment satisfies the Port of Anacortes's responsibilities under Section 7(c) of the Endangered Species Act and the Magnuson-Stevens Act at this time. We are sending you this copy of our assessment for your files. We will continue to remain aware of any

change in the status of these species and will be prepared to reevaluate potential project impacts if necessary.

If you require additional information or clarification regarding this project, please contact me at 360-299-1827 or sarah.tchang@portofanacortes.com.

Sincerely,

A handwritten signature in black ink, appearing to read "Sarah Tchang", with a stylized, flowing script.

Sarah Tchang
Port of Anacortes
Environmental Specialist

Attachments: JARPA Application
JARPA Drawings
SEPA Determination Letter
WDFW Hydraulic Project Approval
City of Anacortes Shoreline Substantial Development Permit



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

June 20, 2018

Re: Port of Anacortes P/Q Pier Pedestrian Catwalk – Cap Sante Marina; Fish and Wildlife Habitat Conservation Areas Assessment and Report

Dear City of Anacortes Planning Staff,

This letter is being provided for the Port of Anacortes (Port) P/Q Pier Pedestrian Catwalk Project to verify compliance with the City of Anacortes critical areas code. As part of the permitting process, the Port has prepared a JARPA, SEPA Checklist, and a No Effects Letter for the project. The No Effects Letter for the project provides a detailed analysis of the potential impacts on the existing habitat and species. Specifically, the No Effects Letter, addresses Puget Sound Chinook salmon (*Oncorhynchus tshawytscha*), coastal-Puget Sound bull trout (*Salvelinus confluentus*), Puget Sound steelhead trout (*O. mykiss*), bocaccio (*Sebastes paucispinis*), yelloweye rockfish (*S. ruberrimus*), marbled murrelet (*Brachyramphus marmoratus*), Southern Resident killer whale (*Orcinus orca*), humpback whale (*Megaptera novaeangliae*), leatherback sea turtle (*Dermochelys coriacea*), and Steller sea lion (*Eumetopias jubatus*). In addition to the analysis of the potential direct impacts to each of the listed species, the No Effects Letter also provides an analysis of the potential impacts to critical habitat for numerous species and an Essential Fish Habitat (EFH) addressing coastal pelagic and groundfish. The No Effects Letter also provides a detailed description of the existing habitat, the ecological functions provided by the habitat, and the potential impact of the project on the habitat and functions.

Although the No Effects Letter provides a detailed analysis of the impacts of the project on the existing habitat and functions associated with ESA listed species, it does not address all the elements of the Fish and Wildlife Habitat Conservation Areas section in the City's Shoreline Master Program (SMP). The purpose of this letter is to provide responses to the development regulations listed in the Fish and Wildlife Habitat Conservation Areas and critical areas regulations within Section 6.7 of the SMP. Specifically, this letter will address the potential impacts of the project on critical saltwater habitat.

Based on the existing level of disturbance and location of the proposed project (within the Cap Sante Marina), the only critical area that the project could possibly impact is critical saltwater habitat. Critical saltwater habitat is identified in the Shoreline Master Program Guidelines, WAC 173-26-221(2)(iii) and includes kelp beds, eelgrass beds, herring spawning and holding areas, smelt and sand lance spawning and holding areas, subsistence, commercial and recreational shellfish beds, mudflats, other intertidal habitats with vascular plants, juvenile salmonid migration corridors, rock sole spawning beds, rockfish settlement and nursery areas, and lingcod settlement

and nursery areas. In addition, it is important to give special consideration to conservation or protection measures necessary to preserve or enhance anadromous fish stocks, such as salmon, some of which are classified as “Threatened” under the Endangered Species Act.

The proposed project will occur within an active marina, and the entire project area has been historically developed to maintain the use of the marina. As a result of the historic development and existing level of disturbance, the proposed project has little potential to impact critical saltwater habitat. This is based on the fact that the majority of these areas are not present within or adjacent to the project area, and the entire project will occur above the aquatic environment (attached to the existing P/Q Pier). Each of the areas are listed below along with an assessment of whether these areas are within or adjacent to the project area. A detailed description of the existing conditions within the project area is provided in the No Effect Letter for the project.

- **Kelp beds** – The proposed project will attach a small catwalk to the existing P/Q Pier and will not involve any in water work or disturbance of substrates. The assessment indicated that there are no kelp beds located within or adjacent to the project area. The proposed project will result in no net loss of ecological function and values associated with kelp beds.
- **Eelgrass beds** – There are no eelgrass beds within the project area. The proposed project will attach a small catwalk to the existing P/Q Pier, which will be elevated approximately 6 ft above the OHW (~15 ft MLLW). This will occur above a mudflat with suitable eelgrass conditions; however, a visual survey of the area indicated that there is no eelgrass present below or adjacent to the proposed project. Although the substrates are suitable for eelgrass, the energy level and public use of the area decrease the suitability. The proposed project will result in no net loss of ecological function and values associated with eelgrass beds.
- **Herring spawning and holding areas** – The proposed project will attach a small catwalk to the existing P/Q Pier, which will be elevated approximately 6 ft above the OHW (~15 ft MLLW) and will not involve any in water work. An assessment of the site indicated that there is no herring spawning and holding areas within or adjacent to the project area. The nearest identified herring spawning area is located just south of the mouth of Cap Sante Marina; however, recent surveys from WDFW indicate that the use of this portion of Fidalgo Bay is low. As a result, the proposed project will result in no net loss of ecological function and values associated with herring spawning and holding areas.
- **Smelt and sand lance spawning and holding areas** - The proposed project will attach a small catwalk to the existing P/Q Pier, which will be elevated approximately 6 ft above the OHW (~15 ft MLLW) and will not involve any in water work or disturbance of substrates (possible spawning areas). The habitat assessment indicated that there is no smelt or sand lance spawning and holding areas within or adjacent to the project area. The nearest identified smelt and sand lance spawning area is located just south of the mouth of Cap Sante Marina; however, recent surveys from WDFW indicate that the use of the northern portion of Fidalgo Bay is low. As a result, the proposed project will result in no net loss of ecological function and values associated with smelt and sand lance spawning and holding areas.
- **Subsistence, commercial and recreational shellfish beds** – The proposed project will occur within the Cap Sante Marina and will entail attaching a catwalk to the existing P/Q Pier. The assessment indicated that there is no subsistence, commercial and recreational

shellfish beds within the project area. The proposed project will result in no net loss of ecological function and values associated with subsistence, commercial and recreational shellfish beds.

- **Mudflats** – The proposed project will attach a small catwalk to the existing P/Q Pier and will not involve any in water work or disturbance of substrates. Mudflats are present below the P/Q Pier, and the proposed project will have no impact on this habitat type. The proposed project will occur between +1 and 0 ft MLLW; however, the catwalk will be installed at an elevation of ~+15 ft MLLW (lowest elevation). Additionally, the project site is surrounded by intertidal and shallow subtidal mudflats. The proposed project will have no impact on mudflats as the proposed will not disturb the existing substrates. The proposed project will result in no net loss of ecological function and values associated with mudflats.
- **Other intertidal habitats with vascular plants** – The proposed project will attach a small catwalk to the existing P/Q Pier and will not result in any in water work. Macroalgae is present within the mudflats and on the existing piling. The proposed project does not have the potential to impact (directly or indirectly) intertidal habitats with vascular plants as all work will occur ~6 ft above the OHW (~+15 ft MLLW). The proposed project will result in no net loss of ecological function and values associated with intertidal habitats with vascular plants.
- **Juvenile salmonid migration corridors** – The impacts to juvenile salmonid migration corridors is discussed in detail in the No Effects Letter. The letter specifically addresses ESA listed species; however, the analysis covers all juvenile salmonids based on similar migration behavior. The design of the catwalk incorporated several actions to avoid and minimize impacts to migration corridors. The proposed catwalk will result in an increase of ~106 sq ft, which has the potential to impact migration. The potential impacts associated with the increase in overwater coverage have been eliminated by the width of the gangway (4 ft 8 in wide), height above the OHW (~6 ft above the OHW), and open grating over the entire catwalk (at least 60% open area). Additionally, the proposed project will not require the installation of piling or structures that would adversely impact migration corridors. Juvenile fish species migrating through the marina are expected to utilize the shallow water portions of the shoreline below the proposed catwalk; however, the project is not expected to impact migration as the catwalk will be attached to an existing public pier. The proposed project will result in no net loss of ecological function and values associated with juvenile salmonid migration corridors.
- **Rock sole spawning beds** - The proposed project will attach a small catwalk to the existing P/Q Pier and will not involve any in water work or disturbance of substrates. The assessment indicated that there are no rock sole spawning beds within or adjacent to the project area. The proposed project will result in no net loss of ecological function and values associated with rock sole spawning beds.
- **Rockfish settlement and nursery areas** - The proposed project will attach a small catwalk to the existing P/Q Pier and will not involve any in water work or disturbance of substrates. The assessment indicated that there are no rockfish settlement and nursery areas within or adjacent to the project area. An assessment on ESA listed rockfish is provided in the No Effects Letter. The proposed project will result in no net loss of ecological function and values associated with rockfish settlement and nursery areas.
- **Lingcod settlement and nursery areas** - The proposed project will attach a small catwalk to the existing P/Q Pier and will not involve any in water work. The assessment indicated

that there is no lingcod settlement and nursery areas within or adjacent to the project area. The proposed project will result in no net loss of ecological function and values associated with lingcod settlement and nursery areas.

- **Species listed as “Threatened or Endangered” under the Endangered Species Act** – The potential impacts on species listed as “threatened” under the endangered species act was analyzed in detail in the No Effects Letter. This analysis also addressed associated critical habitat for the species. The effects determination for the species and critical habitat is anticipated to be *no effect* (based on preliminary conversations with the Corps). A detailed discussion of the effects of the project on “threatened or endangered” species and critical habitat are provided in the No Effects Letter.

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

C. Development Regulations

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

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

The proposed P/Q Pier Pedestrian Catwalk will adhere to the use preference listing in RCW 90.58.020. The list of use preferences is provided below

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

Both statewide and local interests will be positively impacted by the proposed project. The P/Q Dock is part of the Cap Sante Marina, which is heavily utilized by the public and serves both local residents and tourists. The marina supports the local and regional maritime industry by drawing visitors to the area and providing long-term family-wage jobs. Specifically, the P/Q Dock provide vessel moorage that are part of the unique recreational opportunities for residents and visitors to Washington as well as maintaining economic activity. The proposed project will ensure the safe use of the P/Q Dock during hoist operations and will protect statewide interests.

(2) Preserve the natural character of the shoreline;

The proposed project will be attached to the existing P/Q Pier. The installation of an aluminum catwalk is consistent with the aesthetics of the Cap Sante Marina. As a result, the proposed project will fit in with the natural character of the marina and no measures are proposed to reduce or control aesthetic impacts.

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

Currently, the P/Q Pier is utilized by the public and tenants to access their vessels and tour the marina. During the hoist operations, the access to the P/Q Dock is blocked. The proposed

pedestrian catwalk will allow safe access to the P/Q Dock during hoist operations. Over the long-term, this project will result in a benefit to public access to the marina.

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

The proposed project will have no adverse impacts on the existing resources and ecology of the existing shoreline within the marina. The proposed project will occur adjacent to an existing pier and will not result in the disturbance of substrates or placement of structure within the aquatic environment. Currently, the project area provides limited resources and ecological functions, and the proposed project will not adversely impact the existing conditions. The proposed catwalk will increase overwater coverage by ~106 sq ft and will not alter the existing use of the pier or the shoreline within the marina. Further, the potential for impacts will be avoided and minimized by grating the entire catwalk, eliminating the need for piling, minimizing the width of the catwalk to 4 ft 8 in, and installing the catwalk at an elevation of +15 ft MLLW. Overall, the proposed project will not result in any adverse impacts to the resources and ecology of the shoreline.

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

The proposed project will occur on the existing P/Q Pier, which does not provide public access to publicly owned areas of shorelines. There is a potential that the public may utilize the P/Q Pier to access their vessels, which then would allow them to access publicly owned shorelines. If that was the case, then the proposed project would increase public access, as it would ensure safe access to the P/Q Docks when the hoist is in operation. Currently, when the hoist is in operation, access to the P/Q Docks is not possible.

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

The proposed project will increase the access to recreational opportunities for the public in the shoreline as it will allow access to vessel and the P/Q Docks when the hoist is in operation. Although the P/Q Pier does not provide direct access to the shorelines, the pier and dock do allow the public access to the marina and tenants access to their vessels. Currently, during hoist operations, the ingress and egress to the P/Q Docks is disrupted to ensure public safety. The primary use of the hoist is greatest during the summer months, which coincides with the heaviest use of the Cap Sante Marina. In order to alleviate this disruption and ensure safe use of the dock and hoist, the Port is proposing the installation of a catwalk, which will provide a safe alternative access to P/Q Docks. The installation will also increase the safe use of the P/Q Docks by providing a level of public separation from hoist operation.

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

The Cap Sante Marina is a large public recreational and commercial marina on Fidalgo Bay that was established in 1927. The marina has undergone many modifications since that date and is still operated, updated, and maintained by the Port. The current marina configuration provides 1,007

boat moorage slips which supports local tourism, fishing, and other commercial marine activities. The Port proposes to install a small pedestrian catwalk to allow for the continued safe use of the P/Q Docks during all times, even during hoist operation. The planning for this project included incorporating several avoidance and minimization measures to ensure that the proposed project would avoid impacts to critical saltwater habitats. The measures to ensure no impacts to the critical saltwater habitat includes attaching the catwalk to the existing pier (alleviating the need for new piling), installation of open grating, and minimization of width (4 ft 8 in outer width). The proposed catwalk will be installed at an elevation of +15 ft MLLW, which is ~6 ft above the OHW. Water depths at this location are between 0 ft and +1 ft MLLW, and the substrates are dominated by mud and silt. The alternative analysis for this project entailed either a no action alternative, which would not meet the purpose and need, and the proposed alternative. Additional alternatives were dismissed early on due to the fact that all other alternatives would have result in a greater level of impact on the critical saltwater habitat. Specifically, it would have required in water work or increased overwater coverage. These alternatives were eliminated early in the planning process. Per the discussion above, the project area is devoid of critical saltwater habitat based on the location within the Cap Sante Marina.

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

The proposed project has avoided and minimized the impacts to the extent possible.

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

The potential impacts to specific elements of the critical saltwater habitat was described in detail above. Overall, the proposed project does not have the potential to result in a net loss of ecological functions and values. This is due to the fact that the proposed will occur entirely above the OHW and will not entail any in water work, and there are no critical saltwater habitat in the project area. The following write-up provides additional project elements to ensure no net loss of ecological functions and values.

The proposed project has been designed to avoid and minimize potential adverse impacts on the aquatic environment. The proposed installation of the catwalk will occur by equipment operated from the surface of the existing P/Q Pier, which will eliminate the potential for the disturbance of the substrates by work barges. The primary mechanism for adverse impacts would be associated with the increase in overwater coverage. The increase in overwater coverage may result in increased shading that could potentially impact primary productivity and vegetation (specifically macroalgae, salt marsh, and eelgrass). The proposed design of the project eliminates any potential impacts associated with the increase in overwater coverage. Specifically, the entire surface of the catwalk will be grated with at least 60% open area, the elevation of the catwalk will be +15 ft MLLW, and the width of the catwalk will be a maximum of 4 ft 8 in. These elements will allow for ample light penetrance during all tidal elevations and will eliminate the potential for shading impacts. As a result, no compensatory mitigation is proposed.

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

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

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

The proposed project will not result in the placement of or removal of any substrates within the critical saltwater habitats.

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

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

The proposed project does not entail a new outfall or pipe.

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

The proposed project does not entail a new outfall or pipe.

c. The outfall discharges waterward of the intertidal zone

The proposed project does not entail a new outfall or pipe.

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

The proposed project does not entail a new outfall or pipe.

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

The proposed project does not entail a new outfall or pipe.

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

The proposed project will not result in an increase in impervious surfaces and will not result in an impact to existing stormwater. The project will also not result in the need for additional outfalls.

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

The installation of the pedestrian catwalk will occur entirely on the existing P/Q pier within the Cap Sante Marina. The shoreline of the marina primarily consists of steeply sloped riprap with no vegetation. As a result, there is no riparian vegetation or habitat within the project area. The proposed project does not have the potential to negatively impact the existing habitat conservation areas. As a result, the proposed project does not entail the development of a buffer adjacent to the fish and wildlife habitat conservation areas.

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

A detailed description of the environmental baseline conditions is presented in the No Effect Letter. Additionally, the presence and potential impacts of the proposed project on critical saltwater habitats and functions is discussed above. Overall, there are few critical saltwater habitats and functions within the project area, and the proposed project will result in no net loss of habitat functions and values. This is based on the small scale of the project (~106 sq ft), avoidance and minimization measures, low quality of habitat, and high level of existing disturbance within the marina.

If you have any questions, please contact Larry Lehman, at (509) 663-6300 or larryl@gretteassociates.com.

Sincerely,
Grette Associates^{LLC}

A handwritten signature in black ink, appearing to read 'Larry Lehman', is written over a faint, light-colored circular stamp or watermark.

Larry Lehman
Senior Biologist

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EXHIBIT #02:

GIS MAP & ASSESSOR'S INFORMATION

Details for Parcel: P32880



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

Zoning Designation:

Parcel Number P32880 **XrefID** 350218-0-020-0003 **Quarter** 18 **Section** 35 **Township** 02 **Range**

Owner Information
PORT OF ANACORTES
100 COMMERCIAL AVE
ANACORTES, WA 98221

Site Address(es)

Map Links

[Open in iMap](#)

Assessor's Parcel Map:

[PDF](#) | [DWF](#)

Current Legal Description [Abbreviation Definitions](#)

(2.7900 ac) ANACORTES TIDE LANDS TR 24 & 25 PL 9 LESS ST & TR 26 & 27 PL 9 LESS ST & TR 28 & 29 PL 9

2017 Values for 2018 Taxes* [Exemption](#)

Building Market Value \$.00
Land Market Value +\$871,900.00
Total Market Value \$871,900.00
Assessed Value \$871,900.00
Taxable Value \$.00

Sale Information

Deed Type
Sale Date
Sale Price \$.00

2018 Property Tax Summary

2018 Taxable Value \$.00
General Taxes \$.00
Special Assessments/Fees
Total Taxes \$.00

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

[Legal Description at time of Assessment](#)

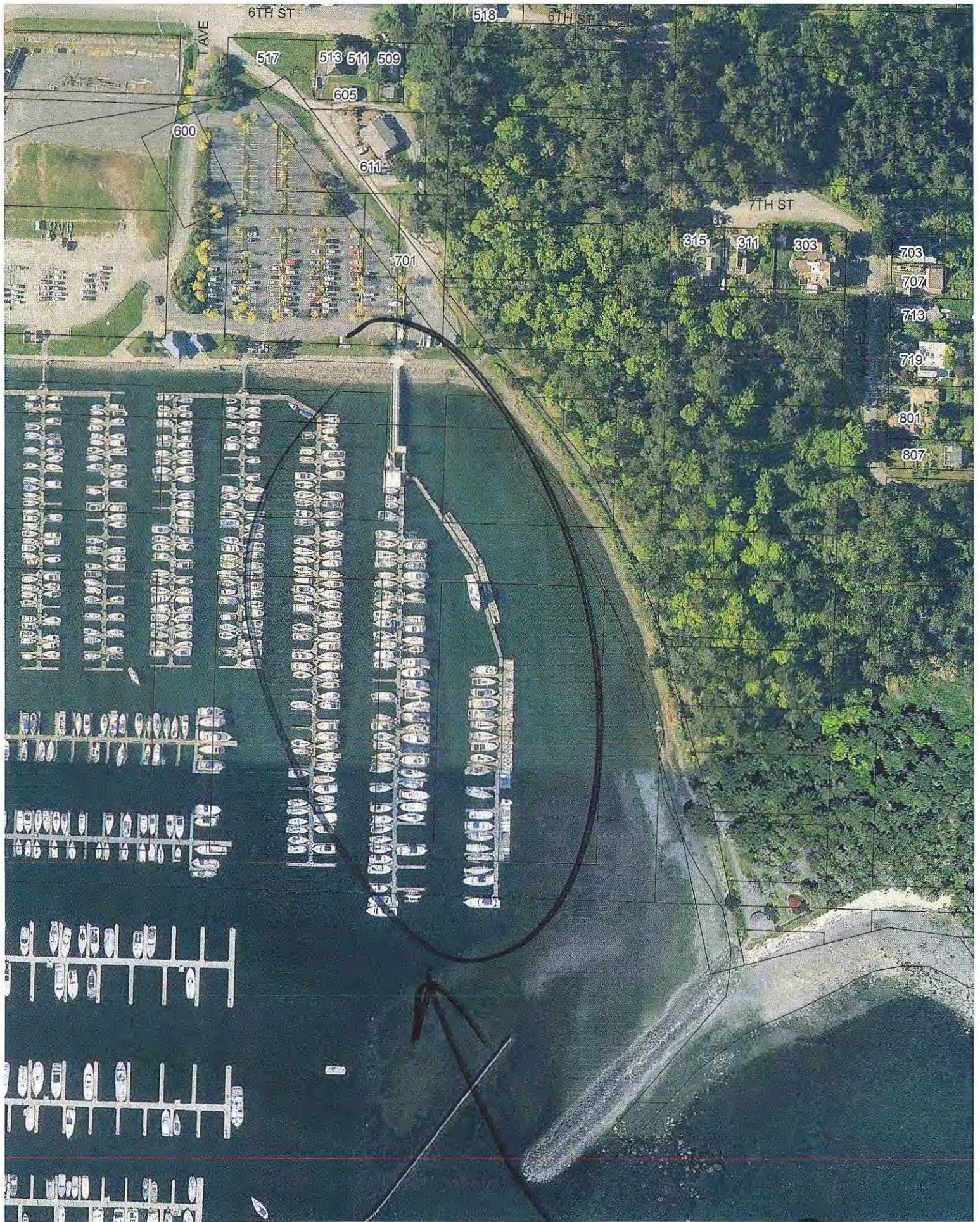
*Land Use	(690) MISCELLANEOUS SERVICES		WAC 458-53-030	
Neighborhood	(6EL1PLND) ALL COUNTY EXEMPT COMMERCIAL LAND			
Levy Code	0900	Fire District		
School District	SD103	Exemptions	Port District Owned	
Utilities		Acres	0.00	
Improvement 1 Attributes Summary				
Building Style	COMMERCIAL REAL PROPERTY			
Year Built		Foundation		
Above Grade Living Area	1,220 Square Feet	Exterior Walls		
Finished Basement		Roof Covering		
*Total Living Area	1,220 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.

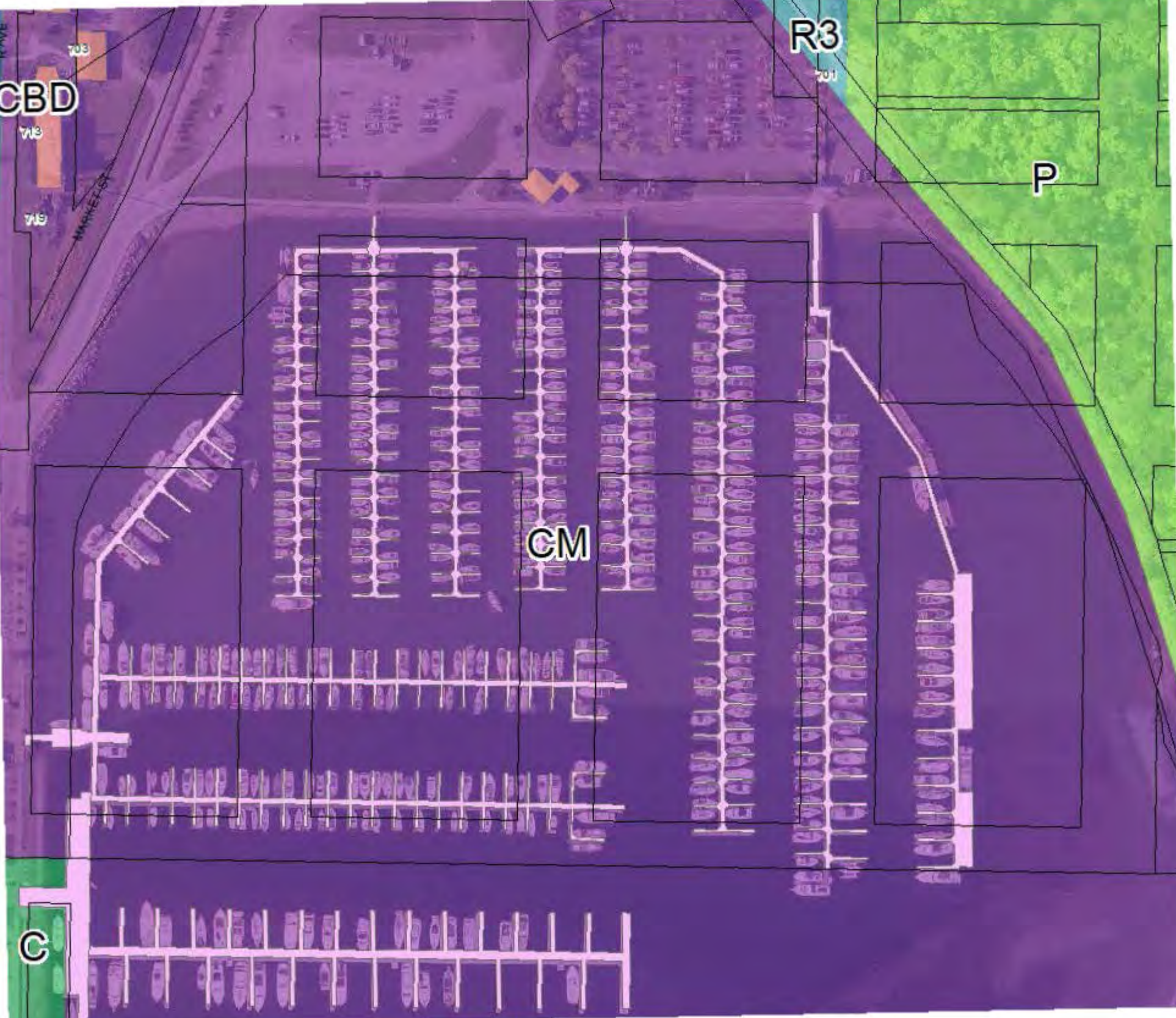
* Total living area includes above grade living area and finished basement area.

* 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.



P/Q Pier



CBD

R3

P

CM

C

EXHIBIT #03:

NEIGHBORHOOD MEETING NOTICE;
NOTICE OF APPLICATION & HEARING



NEIGHBORHOOD MEETING:

A neighborhood meeting will be held at **6:00 PM on Thursday, July 12, 2018, in the City of Anacortes Senior Activity Center's main conference room located at 1701 22nd Street, Anacortes, Washington**, concerning the applicant's proposed development. The applicant is proposing to install an aluminum catwalk on the existing P/Q Pier within its Cap Sante Marina located in downtown Anacortes. The proposed installation of the catwalk is required based on the current use of the small craft hoist located on the P/Q Pier. The proposed catwalk will be approximately 24 feet & 6 inches long by 4 feet & 8 inches wide (4 feet internal width).

Applicant: Port of Anacortes, 100 Commercial Avenue, Anacortes, WA 98221; Phone #: (360) 299-1827

Project Location: Cap Sante Marina is located within a portion of Section 18; Township 35 North, Range 02 East; Willamette Meridian.

Parcel(s) Numbers Involved: Parcel #: P32880

Required Project Permits/Approvals: The following permits /approvals may be required as part of the proposed development: a Shoreline Substantial Development Permit, SEPA Environmental Review, Stormwater Drainage Analysis, & a Building Permit. No application(s) however have been submitted to date. This notice 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: June 27, 2018

Publish: June 27, 2018



NOTICE OF APPLICATION & HEARING:

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

Request: The applicant has applied for a Shoreline Substantial Development Permit (SSDP) to permit the installation of an aluminum pedestrian catwalk on a portion of the east /northeast side of the existing P/Q Pier located in the Cap Sante Marina. The proposed installation of the catwalk is required based on the current use of the small craft hoist located on the P/Q Pier. The proposed catwalk will be approximately 24 feet & 6 inches long by 4 feet & 8 inches wide (4 feet internal width). Proposed development lies in the Commercial Marine (CM) Zoning District and in the Aquatic & Urban Shoreline Environments/ Designations.

File Number: SDP-2018-0003

Subject Parcel #: P32880

Date of Application: July 13, 2018

Date of Completeness: August 1, 2018

Applicant: Port of Anacortes, 100 Commercial Avenue, Anacortes, WA 98221

Project Location: Cap Sante Marina is located within a portion of Section 18; Township 35 North; Range 02 East; Willamette Meridian.

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 on August 30, 2018, at 5:00 pm**. Written comments on the proposal should be submitted before the end of the comment period but will be accepted until the close of the Pre-Decision Open-Record Public Hearing.

Required Project Permits/Approvals: The following may be required in addition to the above: building permit application approval and other agency(s) permit(s) as required.

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: 2010 Shoreline Master Program; 2016 Anacortes Comprehensive Plan; Municipal Code (Zoning, etc.); & Engineering Design and Building Standards.

SEPA Review: SEPA environmental review was performed by the Port of Anacortes. A SEPA DNS was issued.

Existing Environmental Documents: JARPA, SEPA environmental checklist, No Effects Letter, & Fish & Wildlife Habitat Conservation Areas Assessment

Pre-Decision Open-Record Public Hearing: A pre-decision open-record public hearing to make a decision on the subject application will be held by the **Planning Commission at 6:00 PM on September 12, 2018**. The Planning Commission will conduct a **site visit onsite at 4:00 PM on September 12, 2018, prior to the hearing**. The hearing will be held in city hall's 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: August 1, 2018

Date Published: August 1, 2018

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EXHIBIT #04:

PUBLIC COMMENTS RECEIVED

TO DATE, NO PUBLIC COMMENTS HAVE BEEN RECEIVED
REGARDING THE SUBJECT SHORELINE PERMIT.

EXHIBIT #05:

AGENCY & DEPARTMENT COMMENTS RECEIVED



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:

July 26, 2018

RE: Parcel #: P32880; 1019 "Q" Avenue; P/Q Pier Pedestrian Catwalk

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:

SDP-2018-0003: The has applied for a Shoreline Substantial Development Permit (SSDP) to permit the installation of an aluminum pedestrian catwalk on a portion of the east /northeast side of the existing P/Q Pier located in the Cap Sante Marina. The proposed installation of the catwalk is required based on the current use of the small craft hoist located on the P/Q Pier. The proposed catwalk will be approximately 24 feet & 6 inches long by 4 feet & 8 inches wide (4 feet internal width). Proposed development lies in the Commercial Marine (CM) Zoning District and in the Aquatic & Urban Shoreline Environments/ Designations. Please provide any requirements or comments to me by **5:00 PM on August 30, 2018**. See the attached NOA & NOH.

Applicant & Landowner:

Port of Anacortes
100 Commercial Avenue
Anacortes, WA 98221

Conditions &/or Requirements:

NO ISSUES

Signature:

[Handwritten Signature]

Date:

07.28.18

Dept. / Agency Name:

COAR INC.



Development Review Group (DRG)

Name of Applicant: Port of Anacortes

Brief Description: 1019 Q Ave; P/Q Pier Pedestrian Catwalk

Please initial if approved and/or include your comments:

Street Department: B.L.

Comments:

OK.

Water Department: TSW

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:

July 26, 2018

RE: Parcel #: P32880; 1019 "Q" Avenue; P/Q Pier Pedestrian Catwalk

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:

SDP-2018-0003: The has applied for a Shoreline Substantial Development Permit (SSDP) to permit the installation of an aluminum pedestrian catwalk on a portion of the east /northeast side of the existing P/Q Pier located in the Cap Sante Marina. The proposed installation of the catwalk is required based on the current use of the small craft hoist located on the P/Q Pier. The proposed catwalk will be approximately 24 feet & 6 inches long by 4 feet & 8 inches wide (4 feet internal width). Proposed development lies in the Commercial Marine (CM) Zoning District and in the Aquatic & Urban Shoreline Environments/ Designations. Please provide any requirements or comments to me by **5:00 PM on August 30, 2018**. See the attached NOA & NOH.

Applicant & Landowner:

Port of Anacortes
100 Commercial Avenue
Anacortes, WA 98221

Conditions &/or Requirements:

Signature:

Dept. / Agency Name:


Measamer

Date:

7-31-18

From: [Small, John](#)
To: [Cricchio, Kevin](#)
Subject: RE: P/Q Pier Catwalk; Cap Sante Marina, POA, SSDP-2018-0003
Date: Thursday, July 26, 2018 3:41:21 PM

Hi Kevin,
No issues from the PD.
John

From: Cricchio, Kevin
Sent: Thursday, July 26, 2018 12:52 PM
To: 'Pater, David (ECY)' ; 'SEPAUNIT@ECY.WA.GOV' ; 'mary.huff@dnr.wa.gov' ; 'Clark, Dennis (DNR)' ; 'Joelene.boyd@dnr.wa.gov' ; 'TeamMillCreek@dfw.wa.gov' ; 'robert.warinner@dfw.wa.gov' ; 'Gretchen.Kaehler@DAHP.wa.gov' ; 'brandonb@co.skagit.wa.us' ; 'mark_miller@fws.gov' ; 'ronald.j.wilcox@usace.army.mil' ; erin.l.legge@usace.army.mil; Larry Campbell ; jjefferson@swinomish.nsn.us; 'thyatt@skagitcoop.org' ; 'twooodward@samishtribe.nsn.us' ; Jackie Ferry ; 'sschuyler@UPPERSKAGIT.com' ; 'Agata McIntyre' ; 'sepacenter@dnr.wa.gov' ; 'SEPAdesk@dfw.wa.gov' ; Jenkins Dossen ; Brenda Treadwell ; 'Sarah Tchang'
Cc: Development Review Group
Subject: P/Q Pier Catwalk; Cap Sante Marina, POA, SSDP-2018-0003
7-26-18

RE: P/Q Pier Catwalk; Cap Sante Marina, POA, SSDP-2018-0003

Good afternoon everyone. The City of Anacortes recently received an application for a Shoreline Substantial Development Permit (SSDP) from the Port of Anacortes to permit the installation of an aluminum pedestrian catwalk on a portion of the east /northeast side of the existing P/Q Pier located in the Cap Sante Marina. The proposed catwalk will be approximately 24 feet & 6 inches long by 4 feet & 8 inches wide (4 feet internal width). Attached is a PDF with a comment form, notice of application and hearing, master permit application, JARPA, SEPA DNS & checklist, drawings, etc. Please provide any comments or requirements to me by **5:00 PM on August 30, 2018**. If you have any questions, please let me know. Thank you.

Kevin Cricchio, AICP, WPIT | Associate Planner | Planning, Community & Economic Development Dept.

City of Anacortes | P.O. Box 547 | 904 6th Street | Anacortes, WA 98221
360.293.1937 (work) | kevinc@cityofanacortes.org | www.cityofanacortes.org

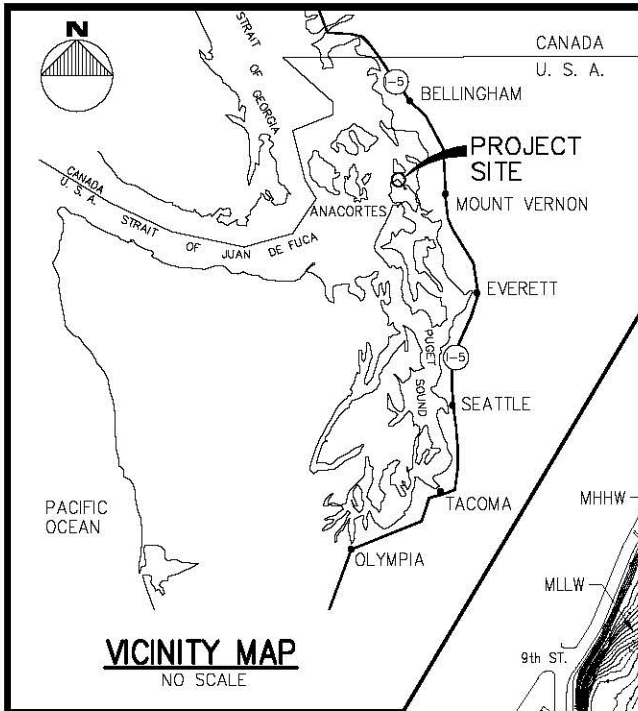
My incoming and outgoing email messages are subject to public disclosure requirements per RCW 42.56.

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EXHIBIT #06:

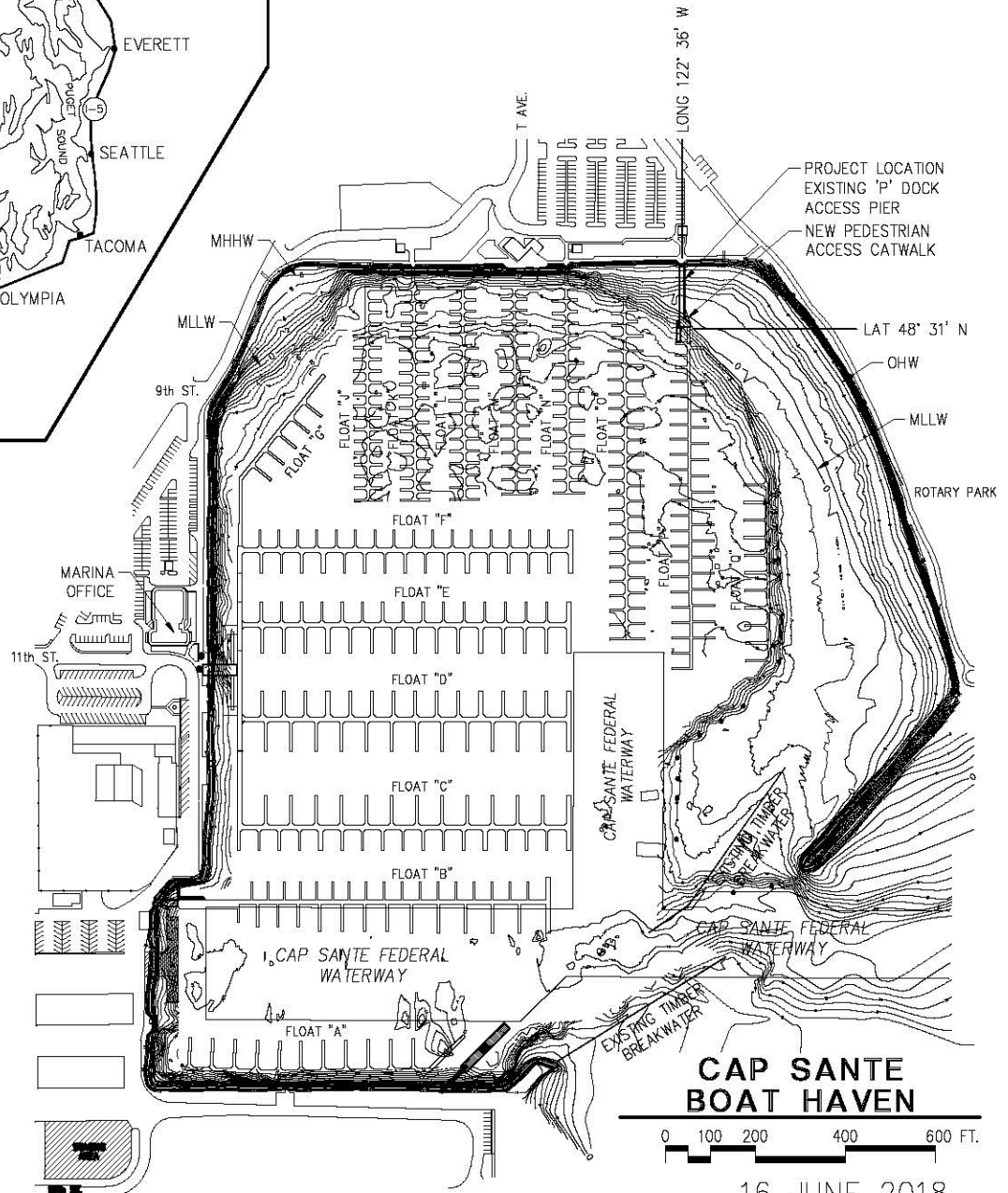
SITE PLAN





TIDAL INFORMATION

ANACORTES WASHINGTON
 LAT. 48°30'N LONG. 122°36'W
 EXTREME HIGH WATER (EHW) = 11.0'
 MEAN HIGHER HIGH WATER (MHHW) = 8.2'
 MEAN LOWER LOW WATER (MLLW) = 0.0'
 EXTREME LOW WATER (ELW) = -4.5'



PURPOSE: PROVIDE PEDESTRIAN BYPASS CATWALK AT EXISTING BOAT LAUNCH FACILITY

DATUM: M.L.L.W.

ADJACENT PROPERTY OWNERS:

- 1) PORT OF ANACORTES
- 2) CITY OF ANACORTES

P/Q PIER PEDESTRIAN CATWALK

PORT OF ANACORTES
 100 COMMERCIAL AVENUE
 ANACORTES, WA 98221

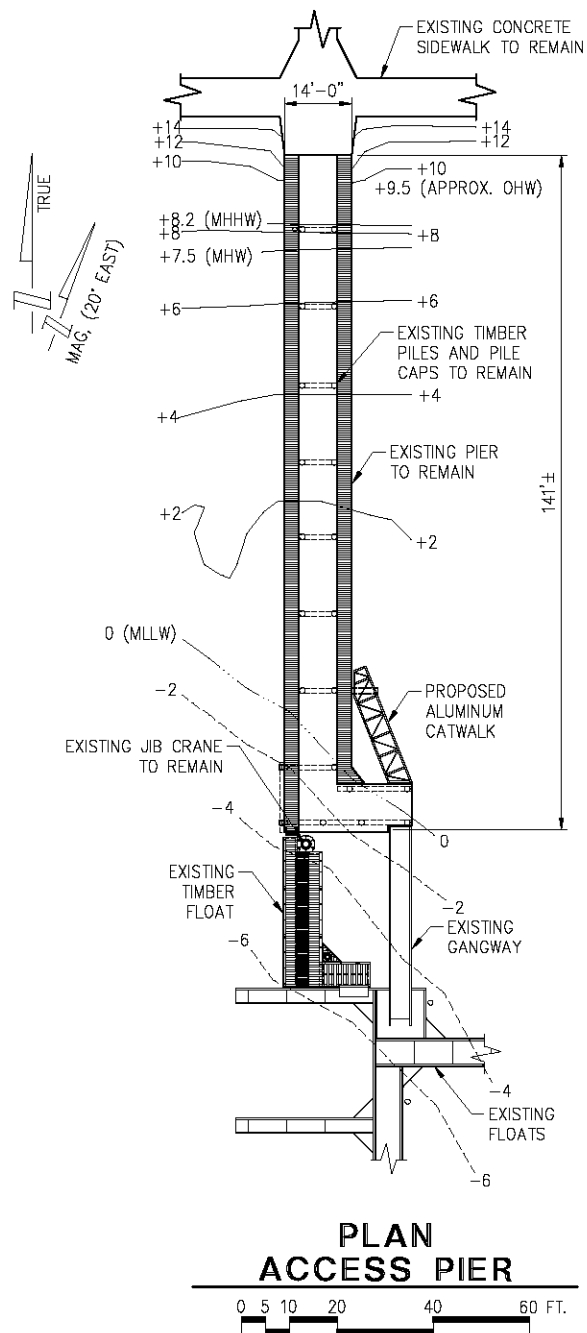
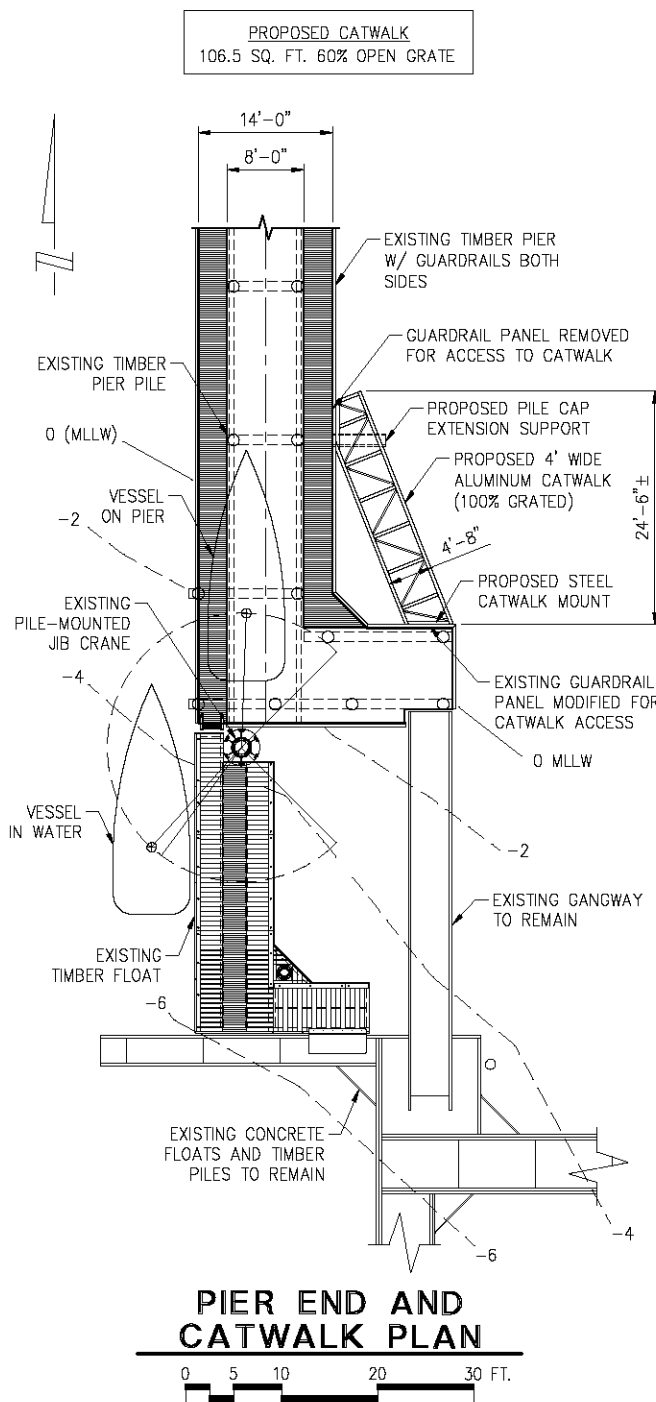
PROPOSED: NEW ALUMINUM CATWALK WITH STEEL SUPPORTS ON EXISTING TIMBER PIER

IN: FIDALGO BAY

AT: ANACORTES, WA, SKAGIT CO.
 SEC. 18, T23N, R02E, W.M.

APPLICATION BY:
 PORT OF ANACORTES

SHEET 1 of 4 DATE: JUN '18
APPLICATION:



15 JUNE 2018

PURPOSE: PROVIDE PEDESTRIAN BYPASS CATWALK AT EXISTING BOAT LAUNCH FACILITY

DATUM: M.L.L.W.

ADJACENT PROPERTY OWNERS:

- 1) PORT OF ANACORTES
- 2) CITY OF ANACORTES

P/Q PIER PEDESTRIAN CATWALK

PORT OF ANACORTES
100 COMMERCIAL AVENUE
ANACORTES, WA 98221

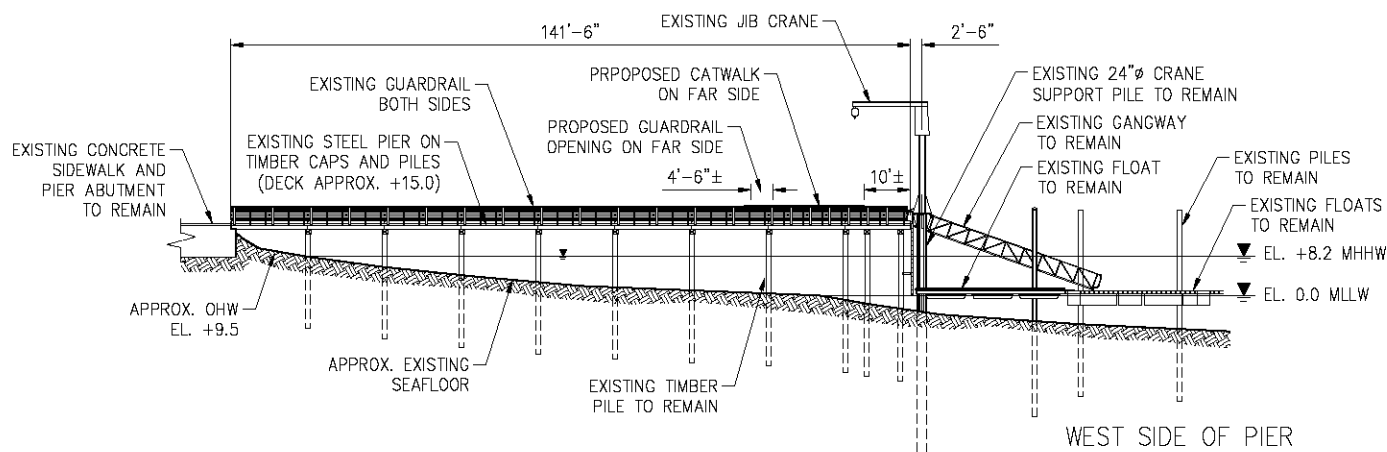
PROPOSED: NEW ALUMINUM CATWALK WITH STEEL SUPPORTS ON EXISTING TIMBER PIER

IN: FIDALGO BAY

AT: ANACORTES, WA, SKAGIT CO.
SEC. 18, T23N, R02E, W.M.

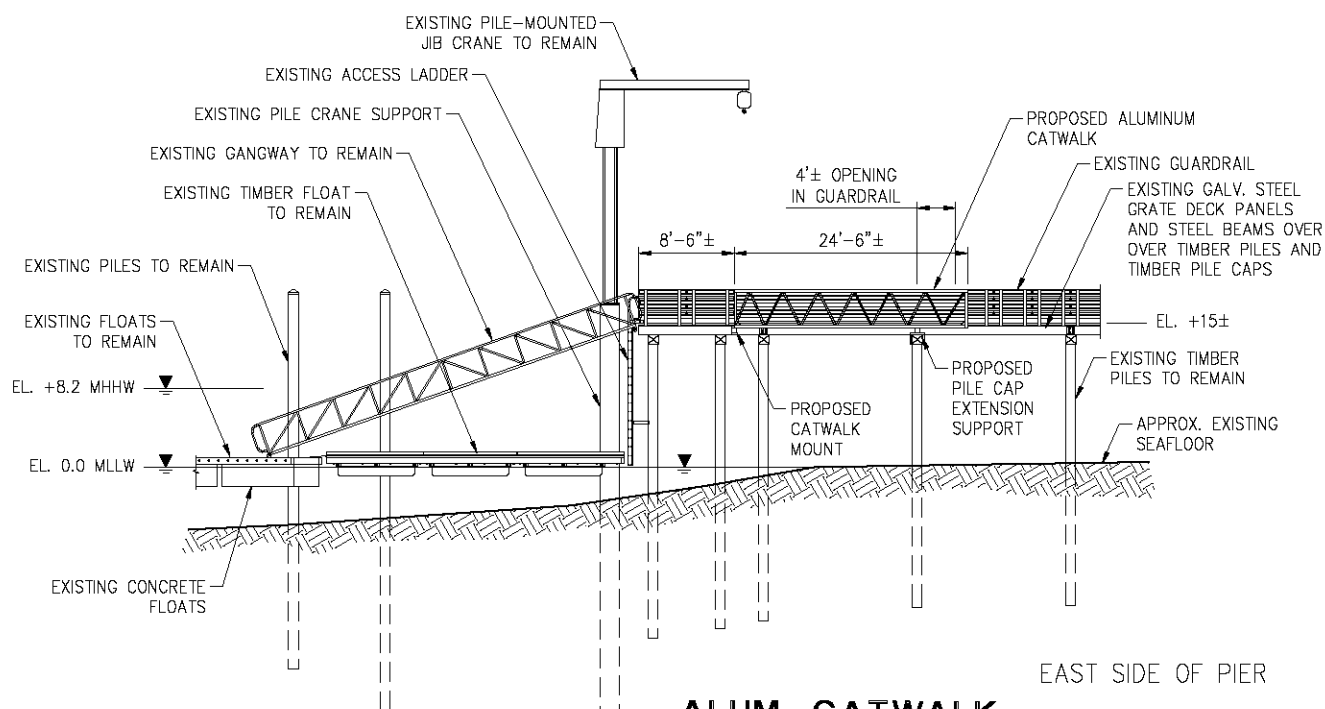
APPLICATION BY:
PORT OF ANACORTES

SHEET 2 of 4 DATE: JUN '18
APPLICATION:



ACCESS PIER ELEVATION

0 5 10 20 40 60 FT.



ALUM. CATWALK ELEVATION

0 5 10 20 30 FT.

16 JUNE 2018

PURPOSE: PROVIDE PEDESTRIAN
BYPASS CATWALK AT EXISTING
BOAT LAUNCH FACILITY

DATUM: M.L.L.W.

ADJACENT PROPERTY OWNERS:

- 1) PORT OF ANACORTES
- 2) CITY OF ANACORTES

P/Q PIER PEDESTRIAN CATWALK

PORT OF ANACORTES
100 COMMERCIAL AVENUE
ANACORTES, WA 98221

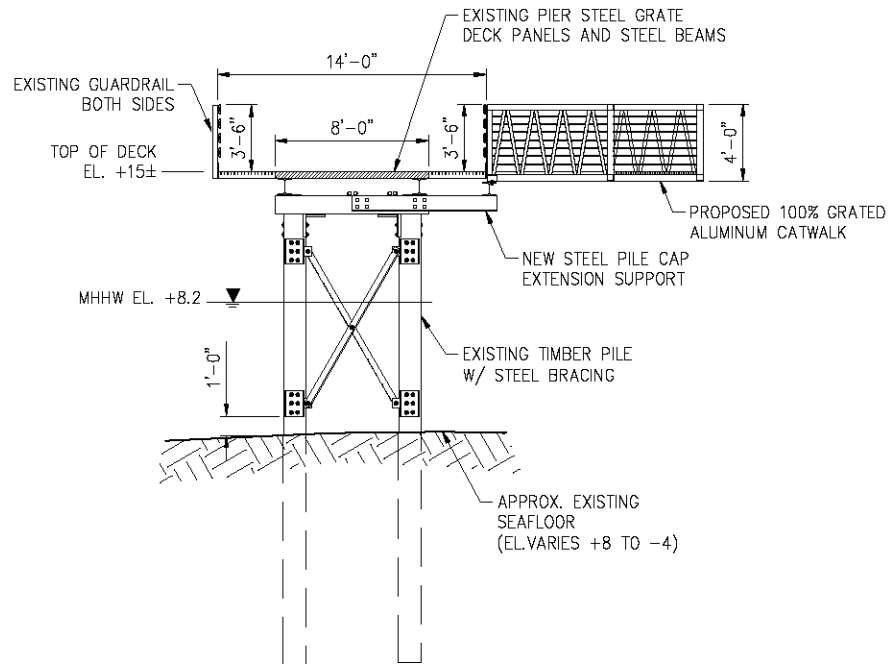
PROPOSED: NEW ALUMINUM
CATWALK WITH STEEL SUPPORTS
ON EXISTING TIMBER PIER

IN: FIDALGO BAY

AT: ANACORTES, WA, SKAGIT CO.
SEC. 18, T23N, R02E, W.M.

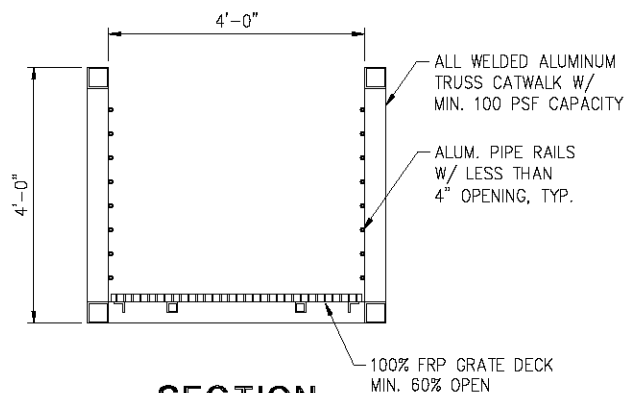
APPLICATION BY:
PORT OF ANACORTES

SHEET 3 of 4 DATE: JUN '18
APPLICATION:



SECTION PIER AND CATWALK

0 5 10 15 FT.



SECTION CATWALK

0 1 2 3 5 FT.

16 JUNE 2018

PURPOSE: PROVIDE PEDESTRIAN
BYPASS CATWALK AT EXISTING
BOAT LAUNCH FACILITY

DATUM: M.L.L.W.

ADJACENT PROPERTY OWNERS:

- 1) PORT OF ANACORTES
- 2) CITY OF ANACORTES

P/Q PIER PEDESTRIAN CATWALK

PORT OF ANACORTES
100 COMMERCIAL AVENUE
ANACORTES, WA 98221

PROPOSED: NEW ALUMINUM
CATWALK WITH STEEL SUPPORTS
ON EXISTING TIMBER PIER

IN: FIDALGO BAY

AT: ANACORTES, WA, SKAGIT CO.
SEC. 18, T23N, R02E, W.M.

APPLICATION BY:
PORT OF ANACORTES

SHEET 4 of 4 DATE: JUN '18
APPLICATION:

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EXHIBIT #07:

SITE PHOTOS

SITE PHOTOS:











Planning Commission Agenda Bill

Meeting Date: 9/12/2018 Agenda Item: 4a

Subject: Development Regulations Update: Div. 6 Project Design

Staff Contact: Don Measamer, Libby Grage

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

Action Type	
	Public Hearing
	Staff Report
x	Discussion

Summary Statement: At the 9/12/18 Planning Commission meeting, the Commission will review and discuss Division 6 of AMC Title 19 *Unified Development Code*. It is anticipated that the Planning Commission will ask questions, provide feedback, and that time for community member comments will be provided.

Please see attached Division 6 Staff Report for additional information.

Background: Since June 2018, the Planning Commission has been reviewing and discussing proposed updates to the development regulations (2nd Draft) contained in the Anacortes Municipal Code (AMC) Title 19. The goals of the proposed amendments are to provide clear, user-friendly development regulations and to implement key goals and policies of the 2016 Comprehensive Plan.

The full 2nd Draft and additional project background information can be viewed on the [project website](https://www.anacorteswa.gov/202/Development-Regulations-Design-Standards).
(<https://www.anacorteswa.gov/202/Development-Regulations-Design-Standards>)

Previous Council/Committee/Commission Action: None.

Competing Viewpoints Considered: Public comments have been submitted over the last 1.5 years and have contributed to the development of the 2nd Draft. Members of the public may provide comments at upcoming Planning Commission meetings during the PC's review of the draft, and may also submit written comments to Libby Grage, Planning Manager, libbyb@cityofanacortes.org at any time. A formal public comment period and public hearing will be advertised in the coming months. All comments received prior to the end of the advertised public comment period will be considered, summarized and responded to in a comment matrix, and forwarded on to the PC and CC during the review process.

Recommended Motion: None

Alternative Actions: N/A

Attachments:

Division 6 Staff Report and Topic Attachments

Public comments received between 8/22/18 and 9/5/18

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Planning, Community, & Economic Development Department
Don Measamer, Director

Date: September 6, 2018
From: Development Regulations Update Project Team
Subject: Development Regulations Update
AMC Title 19 Unified Development Code, Division 6 – Project Design
Key Proposed Updates and Comp Plan Policy Links

Staff Report: Division 6 – Project Design

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General Introduction

The purpose of this document is to identify key updates proposed to development regulations within Division 6 – Project Design, of Title 19 Unified Development Code. The detailed proposed regulations can be found on the city’s Development Regulations Update project website:

<https://www.anacorteswa.gov/202/Development-Regulations-Design-Standards>.

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

Contents & Update Summary

Div./Ch.	Title	Other code location(s)	Proposed Updates Summary
19.60	Introduction	N/A	See Key Topics Discussion below.
19.61	Block Frontage Standards	N/A	
19.62	Site Planning	Title 17 – various chapters	
19.63	Building Design	Title 17 – various chapters	
19.64	Parking	AMC Ch. 17.46	
19.65	Landscaping	AMC Ch. 17.41	
19.66	Fences, Walls, and Hedges	AMC Ch. 17.52	
19.67	Signs	AMC Ch. 17.40	
19.68	Standards, Generally	AMC Ch. 17.54	

2016 Comprehensive Plan Guidance

Comprehensive Plan Goals implemented within Division 6 Project Design include goals listed below. More specific policy guidance is provided within each chapter discussion below.

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Community Feedback & Considerations

Based on input received since the release of the 2nd Draft, the following topical attachments have been developed to describe certain proposals, community feedback and potential considerations:

- Attachment 1: Framework Development Plans
- Attachment 2: Design Standard Departures (including list of proposed departures)

- Attachment 3: Parking Requirements (including the 2015 Anacortes Parking Study and summary)

Key Topics & Policy links

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

19.60 INTRODUCTION

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

Below is a summary of the threshold levels:

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

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

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

- Purpose statements (overarching objectives)
- Clear and predictable minimum standards
- Departures to certain standards (**see Attachment #2 Design Standard Departures**) that allow some flexibility in how standards are met.

19.61 BLOCK FRONTAGE STANDARDS

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

Key Supporting 2016 Comprehensive Plan Policies

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

19.61.010 -.170 Block frontage designations

Six primary block frontage designation types are proposed: Storefront, Mixed, Marine, Landscaped, Gateway, and Undesignated. The standards apply to all nonresidential and multifamily development except for development in the HM zone when not abutting SR-20 and certain areas within the MS zone. The Director may waive or relax the provisions in the I, LM, MS, AZ, and CM2 zones depending on the anticipated number of employees and customers and the site's physical context.

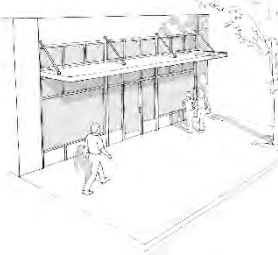
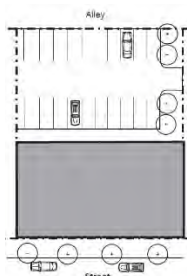
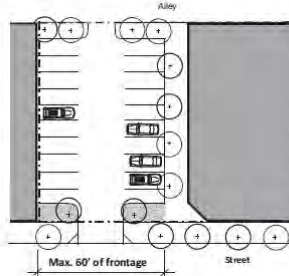
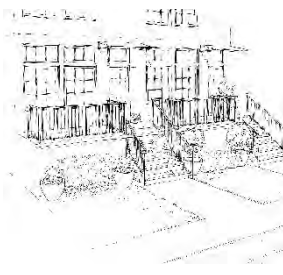
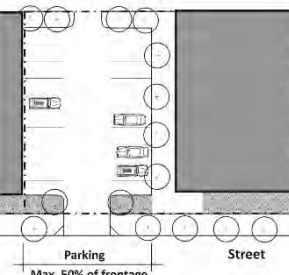
Table 19.61.030 Summary of key block frontage types.			
	Permitted Frontage	Parking Location	Details
Storefront			• No new parking adjacent to the street. • Special transparency, weather protection, and entry requirements. • Minimum commercial space height and depth. • No ground floor residential uses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

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

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

19.61.180 Framework development plan

See **Attachment 1: Framework Development Plans** for discussion.

19.62 SITE PLANNING

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

Departures to some design standards are offered in certain circumstances (**See Attachment 2**).

Key Supporting 2016 Comprehensive Plan Policies

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

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

1. For new multifamily development, new standards for design of balconies and rooftop decks within close proximity to side property lines. The new provision requires that balconies within 15 feet of a side property line be at least 50% opaque to protect the privacy of residents on adjacent properties.
2. New light and air access and privacy provisions for multifamily buildings to enhance livability. Dwelling units must be set back a minimum of 15' from the side and/or rear property line(s) when their only solar access (windows) is from the side of the building facing toward the side or rear property line.

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

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

19.62.040.B allows both balconies and shared roof decks to provide up to 50% required open space each. However, as part of its Affordable Housing Demonstration Project code amendment recommendations several months ago, the Planning Commission recommended that these provisions not be allowed to be used in conjunction with each other to achieve 100% of the

required open space. Input from the Planning Commission is needed to determine whether this change should be made to the current proposal.

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

19.62.070 Service areas and mechanical equipment

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

19.63 BUILDING DESIGN

AMC Title 17 contains some basic building standards for various zones, including the LM, CM, CM₁, CM₂, CBD, and C zones, based on building size and setback from the street. New AMC Ch. 19.63 updates and expands upon existing provisions related to building design, including building character, building massing and articulation, building details, building materials, and blank wall treatment. The design standards apply to all non-residential and multi-family development (the standards do not apply to single family residential development). There are opportunities for relaxation of some of the standards in certain zones based on building location, site context, and other criteria. Departures to some design standards are offered in certain circumstances (**See Attachment 2**).

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

Key Supporting 2016 Comprehensive Plan Policies

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

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

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

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

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

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

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

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

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

19.63.030 Building character.

New prohibition on architecture that is defined predominantly by corporate identity features and is difficult to adapt to other uses. This provision is intended to promote buildings with an architectural character that reflects the region's aesthetic and retaining and enhancing the unique character and identity of Anacortes.

19.63.040 Building massing and articulation

New standards intended to reduce the perceived scale of large buildings, add visual interest, and create welcoming building entries, including:

1. New façade articulation standards for buildings with nonresidential uses on the ground floor. A list of features is provided, of which at least three must be employed at intervals no greater than 30' on all building elevations facing the street or containing building entrances. Options include window patterns, use of weather protection features, change in roofline, use of vertical piers/columns, change in material, or other design techniques. A departure may be requested to this standard.
2. New façade articulation standards for residential buildings. A list of features is provided, of which at least three must be employed at intervals no greater than the unit interval or 30', whichever is less, on all building elevations facing the street, park, or lower intensity zone edge. A departure may be requested to this standard.
3. New standards to break up the massing of building elevations that are wider than 100 feet and facing the street or a lower intensity zone edge.

19.63.050 Building details

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

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

19.63.060 Building materials

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

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

19.64 PARKING

New AMC 19.64 updates and replaces existing off-street parking provisions located in AMC 17.46.

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

See Attachment 3: Parking Requirements for additional discussion.

19.65 LANDSCAPING

New AMC 19.65 significantly updates and replaces the existing landscaping provisions in AMC 17.41.

The 2016 Comprehensive Plan provides that landscaping elements should be emphasized as a major character-defining feature for Anacortes. Current landscaping standards in AMC 17.41 are relatively minimal and provide little guidance for applicants and staff in the design and review of landscape plans. Updates to the landscaping standards are intended to provide clear standards and examples to

meet the purposes of the chapter. The chapter is applicable to multifamily and nonresidential development.

Key Supporting 2016 Comprehensive Plan Policies

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

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

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

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

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

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

19.65.030 Landscaped area, defined

A new definition is added for landscaped area, along with exceptions for sites with a Storefront block frontage designation, developments on sites that meet the storefront block frontage standards, and commercial or multifamily developments that have enclosed parking for more than 50% of their required off-street parking (may use rooftop planting areas to meet requirements).

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

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

19.65.060 - .070 Landscaping types and landscaping site design standards

1. New landscaping "types" are added and described, including their intended function within the context of a site and adjoining properties. Planting standards and graphic examples are provided

for Type A (full screen/visual barrier), Type B (filtered screen), Type C (see-through screen), and Type D (none of the above) landscaping.

2. New landscaping site design standards are added, including a table showing required landscape buffer type based on the developing use and the existing abutting uses and zones. For example, a new multifamily project adjacent to an R2 zone would require a 6' sight-screening fence and a 5' wide Type B or C landscape buffer between the uses. Departures are offered for all landscape types provided they proposed alternative meets the purpose of the chapter.
3. Parking lot landscaping – Updated standards clarify and simplify landscaping standards for both parking lot perimeters and interiors. Departures are allowed provided they meet the intent of softening the visual impact of large parking areas.
4. New irrigation standards provide options for how landscaped areas will be irrigated during their initial establishment period.

19.66 FENCES, WALLS AND HEDGES

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

1. The overall maximum height is proposed to be reduced in the front yard setback (while allowing for an increase in the maximum height for the solid portion of a fence). Maximum height is also reduced for fences within 5-feet of a corner lot side street property line or a through lot street property line. Exceptions are provided for residential daycare uses and fences or walls used in conjunction with a residential accessory use to multi-family developments, such as a tennis court. Standards for fences on internal side, rear and alley property lines remain the same as current.
2. In mixed-use and industrial zones, fences within the street setback area must meet the block frontage standards set forth in AMC Ch. 19.61. Fences less than 10-feet from a street property line have a maximum height of 42-inches.
3. Chain link fences are prohibited in all zones within 10' of a street right-of-way, although departures are allowed where the design of the fence and landscape buffer treatment meets the purposes of the standards.
4. A new method for measuring fence height is added to take into account sloping sites and typical fence construction methods.

19.67 SIGNS

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

Key Supporting 2016 Comprehensive Plan Policies

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

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

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

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

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

19.67.020 Applicability

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

19.67.030 Sign definitions

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

19.67.040 General requirements

Updated and expanded general requirements for signs including:

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

19.67.050 Measurement of sign area

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

19.67.060 - .100 Standards for sign types

New sections with specific standards for commercial sign types, which are categorized as freestanding signs (attached to the ground), building-mounted signs, and temporary signs. Sign types are limited to certain zones and uses. Types of standards include:

1. Maximum sign area and height
2. Setbacks from streets and landscaping
3. Minimum distance between signs
4. Materials
5. Digital and changeable copy display standards
6. Location on buildings

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

19.67.110 Temporary sign standards

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

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

19.67.120 - .150 Supplemental standards

Several updated and new sections provide supplemental standards:

1. Clarification of the relationship between zoning setbacks and sign setbacks from public streets.
2. Standards for when nonconforming signs are allowed and when they must be removed.
3. Provisions for violations of the sign code.
4. Legal severability.

19.68 STANDARDS, GENERALLY

Ch. 19.68 contains the standards that currently exist in AMC 17.54 relating to noise, air pollution, exterior lighting, and glare or heat. Zone specific special standards in the LM, AZ, I and HM zones are also relocated (from AMC Title 17).

NOTE: Staff recommends that this chapter be renumbered to 19.69 and that 19.68 be reserved for the forthcoming updated wireless communication facilities code.

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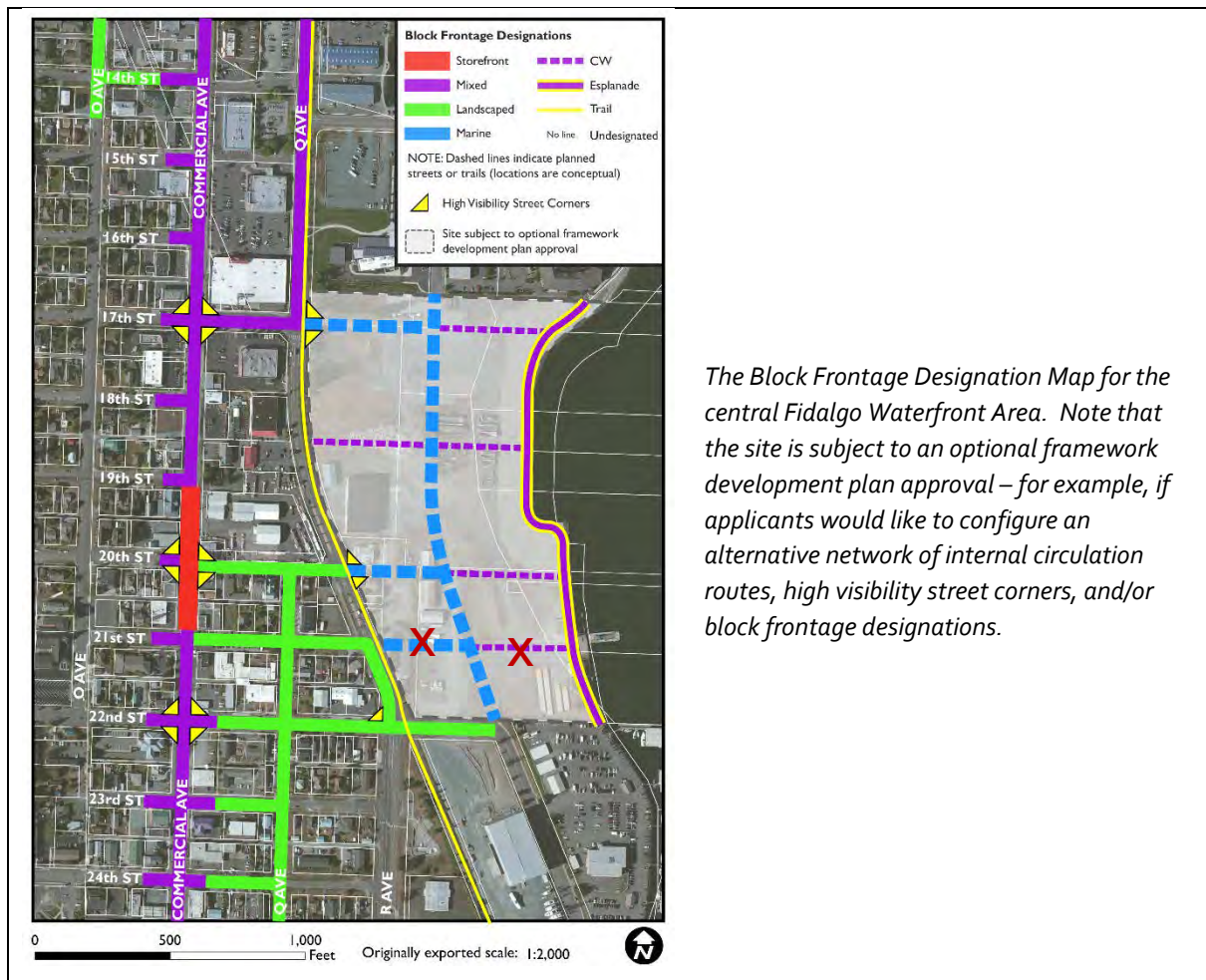
Attachment 1: Framework Development Plans

Current Provisions

AMC Title 17: Current code has no specific provisions for large/strategic industrial and mixed-use properties.

Comprehensive Plan: Policy LU-8.4 encourage form-based design standards for the central Fidalgo Bay waterfront site that promote coordinated development that enhances the area's unique marine character. Policy LU-8.2 also encourages public/private partnerships to facilitate coordinated development.

Issue: The draft regulations intentionally provide a path to development for large sites (like the central Fidalgo Bay waterfront site) without the need for a master plan. However, a new procedure/process for large site master planning is warranted to provide design and implementation flexibility for such large sites. The option for flexibility is desirable for: Alternative block frontage designations; internal circulation routing; infrastructure development; and permitted use and design standards flexibility.



Draft Proposal

AMC 19.20.030 & .260 define the procedures for Framework Development Plans (FDP) – though there’s still a placeholder in 19.20.260 for applicable review criteria and permitted modifications to approved plans.

AMC 19.61.180 identifies sites applicable to FDPs, block frontage designation options, and special standards for developing FDPs. FDPs are optional for the central Fidalgo Bay waterfront site and would be required for recently annexed or rezoned mixed-use and industrial sites (from residential zoning) prior to new development.

Beyond those situations, a developer may opt to submit an FDP for a large and/or phased development proposal that depicts its major development and design parameters (i.e., major circulation and infrastructure systems, major open spaces, block frontage designations, allocation of categories of land uses and development intensities among portions of the development site, and phasing of development over time). Framework development plan approval is intended to provide a developer an opportunity to obtain the city’s preliminary approval either in conjunction with an application for a development agreement or as a precursor to the preparation and submittal of the more specific and more detailed plans required for subdivision approvals or site plan approvals.

Public Feedback

Pursuant to the Planning Commission meeting discussions on Division 4 elements, there’s been some consideration in allowing flexibility to single purpose residential permissions in the MMU district through the FDP process. Also, Central Fidalgo Bay property owners requested in comments on the first draft that the creation of some type of master planning and development agreement process will be necessary.

Considerations

Consideration	Possible Benefits	Potential Drawbacks
1a Add under 19.20.260 a new subsection C: Approval Criteria. The plan is consistent with the purposes of this section and the goals and policies of the comprehensive plan.	Provide necessary clarity and ties approval to the comprehensive plan. More details here might create unnecessary hurdles and challenges to desired development.	Perhaps more detailed approval criteria might be desired.
1b Add under 19.20.260 a new subsection D: Permitted Changes to Framework Development Plan Approval. Allow minor adjustments to FDP’s as a Type 1 (administrative decision) provided adjustments equate to no more than a 15%	Most provisions like this usually come with such adjustment provisions to provide some necessary flexibility and clarification.	Defining the limits to adjustments for some matters can be challenging.

Consideration	Possible Benefits	Potential Drawbacks
change (locational adjustments and/or amount of certain block frontage designations; suggest that adjustments do not apply minimum land use percentages such as the amount of single purpose residential uses). Details TBD based on final elements to be included in FDPs.		
1c Adjust the block frontage designation map in Figure 19.61.040(C) to remove the Marine and CW corridor segments marked on the map on the previous page with an X.	Provision allows greater flexibility in site development on the site (the remaining three east-west street/corridor connections should be sufficient to meet design and circulation goals for this site)	Perhaps this allows too much flexibility and that the finer grain of internal circulation is too critical.
1d Add under 19.61.180 a new subsection D: Design Standards. • Alternative internal circulation routes, high visibility street corners, and/or block frontage designations must meet comprehensive plan design policies applicable to the subject area. • Alternative Central Waterfront internal circulation routes (including streets and CW corridors) must be equal to or better than the network as shown in Figure 19.61.040(C) in terms of extent of routes and area distribution. • Alternative block frontage designations must be equal to or better than the configuration as shown in Figure 19.61.040(C) in terms of extent of pedestrian-oriented frontages and flexibility. For example, if some street/ corridor segments include relaxed frontage requirements, other street/ corridor segments must include more stringent pedestrian-oriented frontage requirements.	While the comp plan policy LU-8.4 already provides good design guidance for the area, adding some clarifying approval criteria will be important for predictability.	Perhaps since Policy LU-8.4 already provides good direction and since the FDP process will allow plenty of public involvement opportunities and a city council decision, perhaps such parameters are less necessary.

Attachment 2: Design Standard Departures

Current Provisions

AMC Title 17: Current code has minimal design standards with no options for departures or alternative compliance.

Comprehensive Plan:

Policy LU-2.1. Adopt and administer user-friendly design standards and guidelines for commercial and multifamily development that emphasize the concepts below. Evaluate the effectiveness of adopted standards and guidelines over time and make adjustments as necessary to achieve community design goals and policies.

E: Integrate opportunities for flexibility in the design guidelines by allowing multiple ways of achieving standards and allowing strategic design departures provided the project meets the design intent.

Issue: There was considerable discussion in the first Planning Commission draft review meeting about departures, including curiosity as to how they worked elsewhere and some concerns over the level of discretion left to the Planning Director in reviewing and approving departures. The Planning Commission requested a list of all departure opportunities in the draft code.

Draft Proposal

See 'Second Draft Code Departures List' document for the list of departures in Division 6. The procedures for departures are provided in AMC 19.20.250.

Public Feedback

Public comments received on Division 6 in general have been minimal, with some focus on the effectiveness of the new block frontage, site planning, and building design standards. There is concern about over-regulation and whether departures are a workable and objective concept.

Considerations

While there are no suggested changes to the overarching departure procedures or specific departure provisions, there are some suggestions in how departures are documented and evaluated by the city over time:

1. Document the reasons for approval or denial of departures in project staff reports. This creates a track record that can help staff maintain some consistency in their review of departures. Such findings can also be shared with applicants to provide more predictability in their own applications and decisions.
2. After two years, have staff prepare an evaluation of how the departure provisions are working. Including a listing of all proposed departures, whether they were approved or denied and reasons why, and include helpful illustrations and after photos that might be helpful in evaluating how the provisions are working. Present the evaluation to the Planning Commission and City Council for discussion and consider whether any adjustments to departure provisions are necessary.

Experience Elsewhere

Woodinville. MAKERS conducted design review services for many years for the City of Woodinville, including years prior to MAKERS's led update to the design standards and after the update.

Departures were frequently used for provisions such as façade massing and pathways widths. The provisions were a useful tool that offered some flexibility to developers to create alternative designs. The approval criteria also provided staff with the ability to approve good departure designs and deny designs that didn't meet the intent.

Boise. They have also proven to be a very useful tool in Boise in helping to improve the design of buildings and the quality of development. Staff noted that they've been a great negotiation tool in negotiating improved design in several projects. One application, staff noted, was not approved, as the applicant did not meet the intent of the design and was not willing to make changes in the design (the applicant ultimately abandoned the project).

Below are some slides from Boise staff from a conference two years ago regarding implementation of the design standards.



Marriot



- Ten story hotel with two levels of structured parking
- Prominent and high visibility corner
- Capitol Boulevard Special Design District

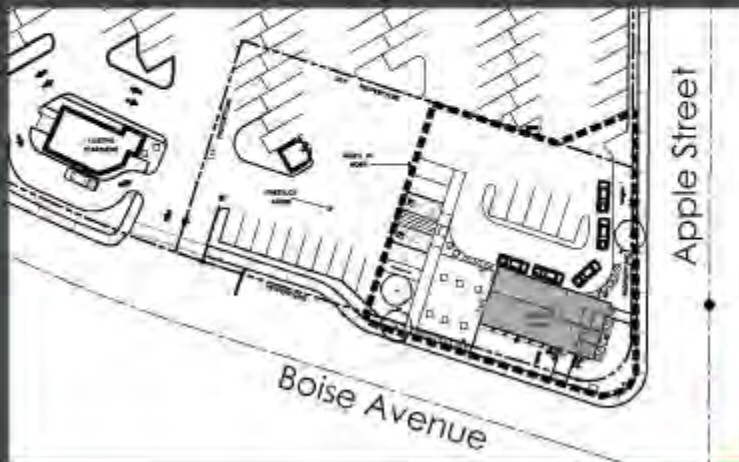


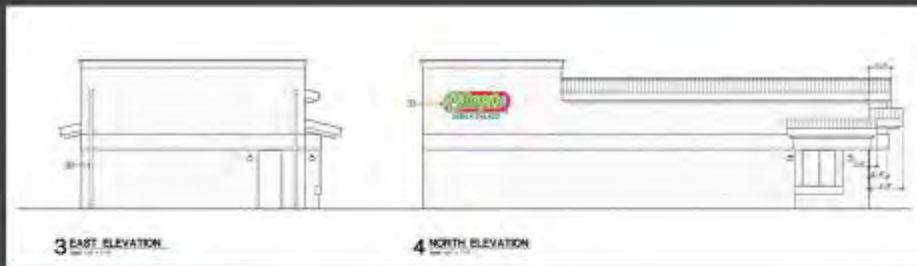
- Addition of entrance at street corner
- Plaza addressing street corner



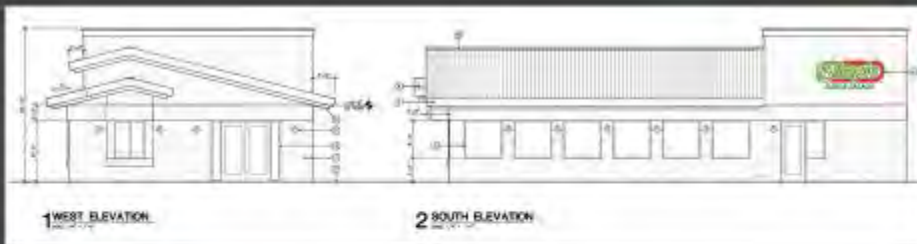
Blimpie

- Building pushed to street corner at prominent intersection
- Drive through and parking located behind building





- Blank wall facing prominent intersection
- E.I.F.S. more than 50% of street facing elevation
- Lack of façade articulation
- Lack of façade transparency
- No building entrance on street frontage



- Lack of weather protection
- E.I.F.S. is sole wall material and extends below two feet above grade
- Lack of façade articulation

Application withdrawn after recommendation of denial by Design Review Committee

Lessons Learned

- Carefully consider the departures available to ensure flexibility
- Some land uses were not accommodated:
 - Auto dealerships
 - Gas stations
- Education of development community and design professionals is critical to success

Chelan. In eight years since Chelan's Downtown Code and Design Standards were adopted, only three departures have been proposed – all for commercial buildings. Departure proposals are reviewed by the downtown historic design commission in an advisory role (planning director makes final decisions). In the first departure proposal, the planning director noted that one of the commissioners had requested additional adjustments and another meeting to review designs. This led to complaints about the process to city council. The subject committee member was not involved in two subsequent departure evaluations, and those applications were reviewed and approved without problems. No multifamily departures have been proposed, as the director noted that applicants were pleased with the design options provided in base design standards.

Ellensburg. The current director noted that an interim director had approved a number of departures that arguably did not meet the approval criteria, creating some consistency challenges in subsequent applications. She noted that some adjustments might need to be made to the provisions to provide a "reset". Such adjustments have not been made yet, but are still possible. Many of the departures have involved parking lot location standards – as applicants have requested to include more parking along frontages that have been allowed on the particular frontages. She noted that staff has sometimes been challenged on whether the proposals meet the intent of the standards, as the criteria for approval is sometimes not clear. In discussions with her, we discussed that perhaps some of the designations might need to be relaxed in some areas to provide greater flexibility. She noted that local developers generally had a harder time with the new standards and departures than developers from the "west side" as they are used to dealing with design standards.

Conclusions

- Closely review block frontage maps and design and departure provisions – make sure that the city is comfortable in base standards and the criteria and parameters for departures.
- Parking lot location provisions are likely the most important provisions, followed by façade transparency and articulation provisions. Please review these closely.
- Consider whether increased or decreased parameters might be needed for some departures.

SECOND DRAFT CODE DEPARTURES LIST

June 15, 2018

At the joint Planning Commission/City Council meeting on May 9, 2018, MAKERS was requested to provide a list of all departure opportunities in the second draft of the Anacortes Development Regulations.

This list is provided in the table below. The table references the code section and relevant title, the standard, and the criteria for departing from the standard. For brevity some text may be paraphrased; please reference the code section for the complete context.

All departures are voluntary options for applicants. When the applicant requests a departure the provisions for review, approval, and documentation are provided under AMC 19.50.250. The purpose of departures is to provide applicants with the option of proposing alternative design treatments provided such departures meet the “purpose” of the particular standard and any additional departure criteria set forth for the particular departure opportunity. Departures are a good tool to offer flexibility while giving staff the ability to say “no” if the design solution doesn’t meet the purpose.

Reference	Standard	Departure Criteria
Chapter 19.42 - Form and Intensity Standards		
19.42.130(D)(4) Building height modifications	Maximum north-south width of buildings in the MMU district. Buildings 1-4 stories tall are limited to 200 feet width. Buildings 5 stories or more are limited to 150 feet width.	Buildings may be wider provided site and building design features are included to reduce the perceived scale of such buildings, add visual interest, and enhance east-west pedestrian access and marine views.
Chapter 19.46 - Public, Institutional, and Open Uses		
19.46.020(B)(2) Civic use standards	Civic uses are subject to the building design standards in AMC Chapter 19.63.	Departures to applicable building design standards will be considered provided alternative design treatments meet the purpose of the standards. The director may also exempt buildings not visible from the street
Chapter 19.54 - Subdivision Design and Block Structure		
19.54.020(B)	Blocks in new residential developments must be designed to provide pedestrian and vehicular connections at intervals no greater than 660 feet.	Departures will be considered provided the alternative design meets the purposes of the standards and meets the following criteria:

Reference	Standard	Departure Criteria
Block design and connectivity standards		a. A departure provides the opportunity for a public open space or other public amenity that goes well beyond minimum standards herein. For example, a larger block could allow for the development of a compact village of homes around a centralized open space; and b. Departures meeting criteria set forth in paragraph (a) allow configurations with pedestrian and vehicular connections at intervals greater than 660 feet, but no greater than 1,000 feet, except when the following conditions are present: Where topography, right-of-way, existing construction or physical conditions, or other geographic conditions prevent compliance or impose an unusual hardship on the applicant, the reviewing authority must relax the standards provided the proposed design maximizes pedestrian and vehicular connectivity on the site given the constraints.
Chapter 19.61 - Block Frontage Standards		
Table 19.61.060(B) Storefront block frontage standards	Retail space depth: 20' minimum	Reduced depths will be considered where the applicant can successfully demonstrate the proposed alternative design and configuration of the space is viable for a variety of permitted retail uses.
	Façade transparency: At least 70% of the storefront transparency zone	The proposed alternative design treatment of façade area between ground level windows provides visual interest to the pedestrian and mitigates impacts of any blank wall areas. No less than 40 percent of the façade between 30 inches and ten feet above the sidewalk may be approved with a departure.

Reference	Standard	Departure Criteria
	Weather protection: Weather protection over the sidewalk is required along at least 75% of the storefront façade, and it must be a minimum of 6' deep and have 8' to 15' of vertical clearance	Other proposed alternative design treatments must provide equivalent weather protection benefits.
	Parking location and vehicle access: New surface parking adjacent to the street is prohibited.	There must be an acceptable tradeoff in terms of the amount and quality of storefront area that is integrated with the development and the applicable parking location departure. In addition, the alternative must include design features to successfully mitigate the visual impact of additional parking areas along designated storefront streets.
	Parking location and vehicle access: Vehicular access for surface or structured parking from a storefront street is prohibited.	
	Sidewalk width: 12' minimum between the curb edge and the storefront façade (including clear/buffer zone with street trees).	Alternative designs may be considered where topographical challenges or approved city streetscape plans with different sidewalk standards exist. Alternative designs must be able to accommodate safe and comfortable pedestrian traffic anticipated for full block development.
Table 19.61.070(B) Landscaped block frontage standards	Building entrances: At least one building entry must be visible from the sidewalk.	Block frontages with environmental constraints and/or those facing busy arterial streets and minor pedestrian traffic may warrant some flexibility to this standard (particularly in residential zones).
	Façade transparency: For buildings designed with ground level non-residential uses, at least 25% of the ground floor between 4'-8' above the sidewalk	Reduced transparency is allowed where the design treatment of façade area between ground level windows provides visual interest to the pedestrian and mitigates impacts of any blank wall areas. Up to a 50 percent reduction in the minimum amount of window transparency may be approved via departure.
	Façade transparency: Transparent window area must be provided along at least 15% of the facade of the building.	
	Parking location and vehicle access: Parking must be located to the side or rear of buildings. For multi-building developments, no more than 50% of the lot frontage can be occupied by off-street parking and driveways.	Corner lots and unusual lot shapes warrant some flexibility to the standards herein provided design treatments are included that minimize visual impacts of parking areas on the streetscape.

Reference	Standard	Departure Criteria
Table 19.61.080(B) Mixed block frontage standards	Building placement: The minimum setback for buildings that do not meet applicable storefront block frontage standards is 10' or greater where specified for the applicable zone in AMC Chapter 19.42 Form and Intensity Standards.	Provide design treatments that create an effective transition between the public and private realm. For example, a stoop design or other similar treatments that utilize a low fence, retaining wall, and/or hedge along the sidewalk may provide an effective transition.
	Façade transparency: Storefront buildings are subject to storefront block frontage transparency standards. For other building frontages, transparent windows must be provided along at least 15% of the facade of the building, plus: Buildings designed with ground floor non-residential uses within 10' of sidewalk, must feature at least 40% transparency within the transparency zone. Buildings designed with ground floor non-residential uses within 20' of sidewalk, must feature at least 25% transparency within the transparency zone.	Reduced transparency is allowed where the design treatment of façade area between ground level windows provides visual interest to the pedestrian and mitigates impacts of any blank wall areas. Up to a 50 percent reduction in the minimum amount of window transparency may be approved via departure.
Table 19.61.090(B) Marine block frontage standards	Building placement: The minimum setback for buildings that do not meet applicable storefront block frontage standards is 10' or greater where specified for the applicable zone in AMC Chapter 19.42 Form and Intensity Standards.	Provide design treatments that create an effective transition between the public and private realm. For example, a stoop design or other similar treatments that utilize a low fence, retaining wall, and/or hedge along the sidewalk may provide an effective transition.
	Façade transparency: Storefront buildings are subject to storefront block frontage transparency standards. For other building frontages, transparent windows must be provided along at least 15% of the facade of the building (all vertical surfaces of the facade), plus: Buildings designed with ground floor non-residential uses within 10' of sidewalk, must feature at least 40% transparency within the transparency zone.	Reduced transparency is allowed where the design treatment of façade area between ground level windows provides visual interest to the pedestrian and mitigates impacts of any blank wall areas. Up to a 50 percent reduction in the minimum amount of window transparency may be approved via departure.

Reference	Standard	Departure Criteria
	Buildings designed with ground floor non-residential uses within 20' of sidewalk, must feature at least 25% transparency within the transparency zone.	
	Parking location and vehicle access: Developments are subject to storefront or landscaped parking location standards depending on the chosen frontage type.	Parking areas may be located in the front where design measures are included (above and beyond base standards) to mitigate visual impacts of parking areas along the street and where it can be demonstrated that there is an acceptable tradeoff of public benefits associated with the proposed building and parking lot location. Examples include distinctive landscape design integrating a decorative low fence or trellis.
Table 19.61.100(B) Gateway block frontage standards	Façade transparency: For all buildings with less than 25' setback, transparent window area must be provided along at least 15% of the facade of the building. Marijuana uses and adult concession uses are exempt from this requirement.	Reduced transparency is allowed where the design treatment of façade area between ground level windows provides visual interest to the pedestrian and mitigates impacts of any blank wall areas. Up to a 50 percent reduction in the minimum amount of window transparency may be approved via departure.
	Fencing: Landscaped screening is required for chain link and other similar metal fencing and opaque fences:	Reduced landscaping screening is allowed where some combination of the type and design of reduced landscaping and/or the enhanced design of fencing reduces the visual impact of the fencing on the gateway corridor environment.
Table 19.61.110(C) Undesignated block frontage standards	Façade transparency: For other buildings within 10' of sidewalk, at least 30% of the ground floor between 4'-8' above the sidewalk.	Reduced transparency is allowed where the design treatment of applicable landscaping and/or façade provide visual interest to the pedestrian and mitigates impacts of any blank wall areas. Up to a 50 percent reduction in the minimum amount of window transparency may be approved via departure.
	Façade transparency: For buildings setback more than 10' from the sidewalk, at least 10% of the entire façade (all vertical surfaces generally facing the street) must be transparent.	
19.61.150(C)	Entrances: For corner sites, entrances on both streets are encouraged, but only one entrance is	Departures may be considered provided the location and design of the entry and block frontage treatments are

Reference	Standard	Departure Criteria
Where properties front onto multiple streets	required. For corner sites with frontage on a storefront block frontage on one side, an entrance must be placed on the storefront block frontage side. For corner sites with a mix of designations that do not include a storefront block frontage, the entry must be placed on the order of preference.	compatible with the character of the area and enhance the character of the street.
19.61.150(E) Where properties front onto multiple streets	Parking: Surface parking (including ground floor parking in a structure) adjacent to a street corner is not allowed.	Departures are allowed for other combination of block frontages, except those with a Storefront designation and subject to the applicable departure criteria (must meet the purpose of the standards – in this case, the purpose statements of the applicable block frontage designations).
Chapter 19.62 - Site Planning		
19.62.030(B) Balconies along side and rear property lines	Balconies and rooftop decks above the ground floor within 15 horizontal feet of a side property line abutting a residentially zoned property must feature a railing system that is at least 50 percent opaque. Specifically, 50 percent of the area below the railing must be a sight-obscuring structure.	Departures to this standard will be allowed if the balcony will not cause visual or privacy impacts due to its location, orientation, design or other consideration.
19.62.030(C) Light and air access and privacy along side and rear property lines	Buildings or portions thereof containing multifamily dwelling units whose only solar access (windows) is from the applicable side of the building (facing towards the side property line) must be set back from the applicable side or rear property lines at least 15 feet.	Departures will be allowed where it is determined that the proposed design will not create a compatibility problem in the near and long term based on the unique site context.
19.62.040(B)(1)(b)(i) Usable residential open space	Outdoor spaces may be located in the front, side, or rear yard provided they are generally level, feature no dimension less than ten feet, and enclosed by a fence and/or hedge at least 32 inches in height to qualify	Departures will be considered for this provision
19.62.040(C)	New developments with non-residential uses with more than 10,000 square feet of gross floor area in	Open space area may be reduced to <u>one percent</u> of the development envelope if the director finds the project

Reference	Standard	Departure Criteria
Useable commercial open space	the C, CBD, and MMU zones must provide open space equal to at least <u>two percent</u> of the development envelope. The open space may be in the form of pedestrian-oriented open space per subsection (D), garden, play area and/or other open space feature that serves both as a visual amenity and a place for human activity. Portions of sidewalks that are wider than 12 feet and which meet the standards of pedestrian-oriented open space may be counted toward this requirement.	includes exceptional design features and elements that meet the purpose of the standards. This includes open spaces that feature a combination of design (site materials, amenities, and configuration) and location/context that clearly exceed typical plaza designs found in the region.
19.62.050(C) Internal circulation	For sites with multiple buildings in the C, CBD, and MMU zones, pedestrian paths connecting businesses and residential entries on the same development site must be provided. Routes that minimize walking distances must be utilized to the extent practical.	Departures will be allowed where steep slopes prevent a direct connection or where an indirect route would enhance the design and/or use of a common usable open space.
19.62.050(D)(3) Pathway design	Pedestrian walks must be separated from structures at least three feet for landscaping except where the adjacent building façade meets the Storefront block frontage standards per AMC 19.61.050.	Other landscaping and/or façade design treatments to provide attractive pathways will be considered. Examples include sculptural, mosaic, bas-relief artwork, or other decorative treatments that meet the purpose.
19.62.050(D)(4)(b) Pathway design	Pathway design where multi-tenant commercial or mixed-use buildings 100 feet or more in length abut parking lots. Such pathways must feature a 12-foot wide sidewalk with and include trees, placed at an average of 50 feet on-center and placed in grates or in planting strips.	Breaks in the tree coverage will be allowed near major building entries to enhance visibility.
19.62.060(D) Drive-through facilities	Where allowed, drive through facilities (e.g., drive-up windows) must comply with the following. I. Block frontage provisions. For the purpose of complying with the block frontage standards in AMC Chapter 19.61, drive-through lanes are considered a parking area.	Alternative screening schemes may be approved provided they reduce the negative visual impacts of views from sidewalks, pathways, and adjacent residential uses and add visual interest.

Reference	Standard	Departure Criteria
	2. Screening. Drive-through lanes must be screened from public streets, internal pathways, and adjacent residential uses with landscaping or architectural screens. a. For drive-through lanes adjacent to the street at least ten feet of Type C Landscaping (see AMC 19.64.050) must be provided between the sidewalk and the drive-through lane. b. For drive-through lanes adjacent to internal pathways at least five feet of Type C Landscaping (see AMC 19.64.050) must be provided between the pathway and the drive-through lane. c. For drive-through lanes adjacent to residential uses, at least five feet of Type A, B, or C Landscaping (see AMC 19.64.050) must be provided.	
19.62.070(B)(2) Exterior loading areas	Exterior loading areas for commercial uses must not be located within 20 feet of a residentially zoned property.	Departures may be allowed where such a restriction does not allow feasible development, and alternative design measures can successfully mitigate potential negative impacts. For example, areas and drives may be required by the reviewing authority to be separated from the residential lot by a masonry wall at least eight feet high.
19.62.070(C)(1) and (2) Screening of ground related service areas and mechanical equipment	I. Where screening of ground level service areas is required the following applies: a. A structural enclosure must be constructed of masonry, heavy-gauge metal, or decay-resistant material that is also used with the architecture of the main building. The reviewing authority may allow materials other than those used for the main building if the finishes are similar in color and texture or if the proposed enclosure	Departures to the provisions of subsections (C)(1) and (2) will be considered provided the enclosure and landscaping treatment meet the purpose of the standards and add visual interest to site users.

Reference	Standard	Departure Criteria
	materials are more durable than those for the main structure. The walls must be sufficient to provide full screening from the affected roadway, pedestrian areas or adjacent use. The enclosure may use overlapping walls to screen dumpsters and other materials. b. Gates must be made of heavy-gauge, site-obscuring material. Chain link or chain link with slats is not an acceptable material for enclosures or gates. c. Where the interior of a service enclosures is visible from surrounding streets, pathways, and buildings, an opaque or semi-opaque horizontal cover or screen must be used to mitigate unsightly views. The horizontal screen/cover should be integrated into the enclosure design (in terms of materials and/or design). d. Collection points must be located and configured so that the enclosure gate swing does not obstruct pedestrian or vehicle vehicular traffic, or does not require that a hauling truck project into any public right-of-way. Ensure that screening elements allow for efficient service delivery and removal operations. e. The service area must be paved. 2. The sides and rear of service enclosures must be screened with landscaping at least five feet wide in locations visible from the street, parking lots, and pathways to soften views of the screening element and add visual interest.	

Reference	Standard	Departure Criteria
Chapter 19.63 - Building Design		
19.63.040(B) Façade articulation - non-residential	Storefronts and other buildings with non-residential uses on the ground floor must include articulation features every 30 feet (maximum) to create a human-scaled pattern. At least three of the following features must be employed at intervals no greater than 30 feet on all building elevations facing the street or containing building entrances (alley facades exempt). 1. Window patterns and/or entries. 2. Use of weather protection features. 3. Use of vertical piers/columns. 4. Change in roofline per subsection (F). 5. Change in building material or siding style. 6. Other design techniques that effectively reinforce a pattern of small storefronts compatible with the building's surrounding context. Other features that could be used to meet the standards on block frontages that are not designated as Storefront: 7. Vertical elements such as a trellis with plants, green wall, art element. 8. Providing vertical building modulation of at least 12 inches in depth if tied to a change in roofline per subsection (F) or a change in building material, siding style, or color.	Departure criteria associated with articulation standards. Proposals must meet the purpose of the standards. The following criteria will be considered in determining whether the proposed articulation treatment meets the "purpose". 1. Consider the type and width of the proposed articulation treatment and how effective it is in meeting the purpose given the building's current and desired context (per Anacortes's Comprehensive Plan). 2. Consider the applicable block frontage designation. Undesignated block frontages warrant more flexibility than block frontages designated as Mixed or Landscaped. 3. Consider the size and width of the building. Smaller buildings warrant greater flexibility than larger buildings. 4. Consider the quality of façade materials in concert with doors, windows, and other façade features and their ability to add visual interest to the street from a pedestrian scale and more distant observable scales.
19.63.040(B)	Residential buildings must include articulation features at intervals that relate to the location/size of individual units within the building (or no more	

Reference	Standard	Departure Criteria
Façade articulation - residential	than every 30 feet) to break up the massing of the building and add visual interest and compatibility to the surrounding context. At least three of the following features must be employed at intervals no greater than the unit interval or 30 feet (whichever is less) on all building elevations facing the street, park, or (lower intensity) zone edge: 1. Use of windows and/or entries. 2. Change in roofline per subsection (F). 3. Change in building material, siding style, and/or window pattern. 4. Providing vertical building modulation if tied to a change in roofline modulation per subsection (F) or a change in building material, siding style, or color. Balconies may be used to qualify for this option if they are recessed or projected from the façade by at least 18 inches. Juliet balconies or other balconies that appear to be tacked on to the façade will not qualify for this option unless they employ high quality materials and effectively meet the purpose of the standards. 5. Vertical elements such as a trellis with plants, green wall, art element. 6. Other design techniques that effectively break up the massing at no more than 30-foot intervals.	
19.63.040(E)(3) Maximum façade width.	Building elevations facing the street or lower intensity zone edge that are wider than 100 feet must include at least one of the following features to break up the massing of the building and add visual interest:	Departure designs will be considered provided the design meets the purpose of the standards. Supplemental consideration for approving alternative designs: c. Width of the façade. The larger the façade, the more substantial articulation/ modulation features need to be.

Reference	Standard	Departure Criteria
	3. Façade employs building walls with contrasting articulation that make it appear like multiple distinct buildings. To qualify for this option, these contrasting façades must employ all of the following: a. Different building materials and/or configuration of building materials. b. Contrasting window design (sizes or configurations).	d. Block frontage designation. Storefront designated block frontages warrant the most scrutiny while undesignated streets warrant more flexibility. e. The type of articulation treatment and how effective it is in meeting the purpose given the building's context.
19.63.040(F) Roofline modulation.	Roofline modulation is not required on all buildings. However, it can be used as one of the facade articulation features in subsections (B), (C), and (E). In order to qualify as an articulation feature, rooflines must employ one or more of the following: 1. For flat roofs or façades with horizontal eave, fascia, or parapet, the minimum vertical dimension of roofline modulation is the greater of two feet or 0.1 multiplied by the wall height (finish grade to top of the wall) when combined with vertical building modulation techniques. Otherwise, the minimum vertical dimension of roofline modulation is the greater of four feet or 0.2 multiplied by the wall height. 2. A pitched roofline or gabled roofline segment of at least 20 feet in width. Buildings with pitched roofs must include a minimum slope of 5:12 and feature modulated roofline components at the interval required per the applicable standard. 3. A combination of the above.	Departure designs will be considered provided the roofline modulation design effectively reduces the perceived scale of the building and adds visual interest.

Reference	Standard	Departure Criteria
19.63.050(B) Building details	Façade details - non-residential and mixed-use buildings. All non-residential and mixed-use buildings in the C, CBD, MMU, CM zones and MED-O overlay zone must be enhanced with appropriate details. All new buildings and additions and buildings associated with Level II and III Improvements [see AMC 19.60.020(C)] must employ at least one detail element from each of the three categories below for each façade facing a street or public space for each façade articulation interval [see AMC 19.63.040(B)]. For example, a building with 120 feet of lot frontage with a façade articulated at 30-foot intervals will need to meet the standards for each of the three façade segments below. 1. Window and/or entry treatment 2. Building elements and façade details 3. Building materials and other facade elements	Departures will be considered provided the façade (at the overall scale and at the individual articulation scale) meets the purpose of the standards.
19.63.050(C) Window design standards	1. All windows (except storefront display windows) must employ designs that add depth and richness to the building façade. At least one of the following features must be included to meet this requirement: a. Recess windows at least two inches from the façade. b. Incorporate window trim (at least three inches wide) around windows c. Incorporate other design treatments that add depth, richness, and visual interest to the façade.	Departures from the window standards will be considered provided the design meets the purpose of the standards.
19.63.060(C)(I)	Concrete block (a.k.a. Concrete Masonry Unit or CMU) may be used as a secondary cladding material	Alternative designs that use concrete block as the primary, but not the only, cladding material will be considered via

Reference	Standard	Departure Criteria
Special conditions and limitations for the use of certain cladding materials	on all street facing building elevations if it is incorporated with other permitted materials.	departure provided the design incorporates a combination of textures and/or colors to add visual interest. For example, combining split or rock-façade units with smooth blocks can create distinctive patterns.
19.63.060(C)(2) Special conditions and limitations for the use of certain cladding materials	Metal siding may be used on all street facing building elevations provided it complies with the following standards: a. It must feature visible corner molding and trim and does not extend to the ground level of non-residential and mixed-use buildings and no lower than two feet above grade for residential buildings. Masonry, concrete, or other durable material must be incorporated between the metal siding and the ground plane. b. Metal siding must be factory finished, with a matte, non-reflective surface. c. Within the C and CBD zones, it metal may only be used as a secondary cladding material if it is incorporated with other permitted materials.	Departures will be considered provided the material's integration and overall façade composition meets the purpose of the standards.
19.63.060(C)(3) Special conditions and limitations for the use of certain cladding materials	Standards for the use of Exterior Insulation and Finish System (EIFS). Such material/finishes may be used on all street facing building elevations as a decorative accent cladding material if it is incorporated with other permitted materials and it complies with the following: a. EIFS is limited to no more than 20 percent of the total façade area and may not be the primary cladding material. b. EIFS must feature a smooth or sand finish only.	Departures will be considered provided the material's integration and overall façade composition meets the purpose of the standards.

Reference	Standard	Departure Criteria
	c. EIFS must be trimmed in wood, masonry, or other material and must be sheltered from weather by roof overhangs or other methods. d. EIFS must not be used on the ground floor when facing a street, internal access road or pathway. Concrete, masonry, or other durable material must be used for ground level wall surfaces to provide a durable surface where damage is most likely.	
19.63.060(C)(4) Special conditions and limitations for the use of certain cladding materials	Cementitious wall board paneling/siding may be used on all street facing building elevations provided it meets the following provisions: a. Cement board paneling/siding may not be used on the ground floor of non-residential or mixed-use buildings where adjacent to a sidewalk or other pedestrian path. b. Where cement board paneling/siding is the dominant siding material, the design must integrate a mix of colors and/or textures that are articulated consistent with windows, balconies, and modulated building surfaces and are balanced with façade details that add visual interest from the ground level and adjacent buildings.	Departures will be considered provided the material's integration and overall façade composition meets the purpose of the standards.
Chapter 19.65 - Landscaping		
19.65.070(A) Required buffer standards	Screening between certain uses may be called for in Table 19.65.070.A or elsewhere.	Alternative buffer treatments may be approved for any of the buffer types required, provided they meet the purpose of this chapter.
19.65.070(C)(2)	Where buildings are setback at least 15 feet from a street property line, trees must be planted at an	Departures may be considered provided alternative treatments meet the purposes of this chapter.

Reference	Standard	Departure Criteria
Trees and block frontage landscaping	average of thirty feet apart in such planting areas, with groundcover or shrubs used liberally.	
19.65.070(D)(6)(a) Parking lot perimeters	For parking lots adjacent to public streets, use Type C Landscaping at a width equal to or greater than the minimum building setback specified for the applicable block frontage type specified in AMC Chapter 19.61 Block Frontage Standards.	Departures to this standard will be considered provided they meet the purpose of the standards.
19.65.070(D)(6)(b) Parking lot perimeters	For parking lots along internal lot lines, use Type A or B Landscaping at least ten feet deep, except where a greater buffer width is required per the standards in subsections A and B.	Departures to this standard will be considered provided they meet the purpose of the standards. Examples of acceptable departures may include decorative low walls with landscaping, decorative elevated planters, or landscaping with a trellis.
Chapter 19.66 - Fences, Walls and Hedges		
19.66.060 Site distance at intersections	A clear-vision triangle must be maintained at the intersections of streets, alleys, and commercial driveways.	Where a maximum setback conflicts with the clear-vision triangle, relief from the clear-vision triangle may be granted through a departure.
19.66.080(A) Fence types prohibited	Chain link fences are prohibited in all zones within 10 feet of a street right-of-way.	Departures will be allowed where the design of the fence and landscape buffer treatment meets the purposes of the standards.
Chapter 19.67 - Signs		
19.67.080(C)(3)(a) Monument signs materials and design	Framing. Monument signs must include design elements that effectively frame the sign on both faces. Alternatively, signs that have a substantial framing element on one side will meet this provision.	Departures will be considered provided the design meets other provisions herein, integrates a distinctive, one-of-a-kind design that contributes to the visual character of the area.
19.67.080(C)(5)(a)	Table 19.67.080(A)(5) illustrates the maximum allowable sign area and height for all monument signs.	Applicants seeking a larger and/or taller sign may apply for a departure to allow for sign height and area up to 50 percent greater than specified. In order to qualify for a departure,

Reference	Standard	Departure Criteria
Monument signs maximum size and height		signs must include a distinctive one-of-a-kind design that includes a high quality mixture of materials.
19.67.090(A)(6) Building name signs	Signs that advertise the name of the building and not associated with the name of any individual business are exempt from the sign area standards set forth in Table 19.67.090(A)(3). Signs must be placed near the top of the façade and generally centered on the architectural features of the building.	Departures will be considered provided the sign is located in a place that is independent from individual businesses on the building and helps to provide identity for the particular building.
19.67.090(B)(2)(a) and (b) Projecting sign area	2. Sign area. Projecting signs are not based on sign area standards, but on the dimensional standards below. Projecting signs may be either vertical or horizontal oriented. Projecting banner signs must all be vertically oriented. a. Projection: i. Horizontally oriented signs: No more than eight feet. ii. Square or vertically oriented signs: No more than three feet. iii. Signs may project into public right-of-way for storefront buildings, but must not extend over the curb into the travel lane. b. Height: i. Horizontally oriented signs: No more than three feet. ii. Vertically oriented signs: Must not extend above the building parapet, soffit, the eave line or the roof of the building.	Departures to the provisions in subsection (a) and (b) will be considered provided the sign design is compatible with the design of the building in terms of location, scale, and design elements, doesn't create a public safety hazard, and provides a positive contribution to the streetscape.

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Attachment 3: Parking Requirements

Current Provisions

AMC 17.46.020: Current code provides minimum parking requirements by use. Only a handful of uses are listed and development proposals with unique parking requirements may have alternative minimums established by the Planning Commission.

Comprehensive Plan:

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

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

- B. Facilitate more opportunities for people to live downtown through regulatory changes and proactive communication with property owners and the development community. Key concepts:

- Consider increasing flexibility for minimum parking requirements

- C. Craft and apply form-based design standards for downtown: Key concepts to emphasize in the design standards:

- Locate and design off-street parking to minimize impacts to the retail and pedestrian environment. [Note: This is addressed in the draft block frontage standards and is more feasible if parking requirements are flexible.]

- G. Encourage multi-story construction with underground or structured parking that facilitates transit-friendly densities and vibrant pedestrian-oriented streetscapes. [Note: Structured parking has a higher cost-per-stall than surface parking and is more feasible if parking requirements are flexible and adjusted to meet demonstrated demand.]

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

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

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

- B. Investigating opportunities to reduce parking requirements,
- C. Identifying minimum and maximum parking standards,
- F. Considering funding the purchase of land for developing public parking lots,

- H. Developing a 'fee-in-lieu-of' parking space fee program for projects which are unable to meet on-site parking requirements and use these funds to provide parking or save for a larger parking project.

Issue: Parking is a significant factor in the physical and financial feasibility of development projects, particularly in compact urban downtowns like Anacortes's. The current standards are a one-size-fits-all approach and do not account for variations in location or specialized land uses.

The 2015 Anacortes Parking Study found Downtown has greater parking supply than demand, including residential uses and especially for commercial uses. More flexible parking requirements, particularly in the walkable Downtown core, would help balance infill opportunities with transportation and access needs.

Draft Proposal

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

AMC 19.64.030(B): New requirements for multifamily and townhouse guest parking.

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

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

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

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

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

AMC 19.64.070: A parking fee-in-lieu option is provided. This allows up to 100 percent of required parking to be waived in select areas near Downtown in exchange for a fee payment to the city that goes toward shared public parking.

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

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

AMC 19.64.100: Detailed bicycle parking standards, including minimum long-term and short-term spaces by land use and design requirements.

Public Feedback

Written public comments on quantitative parking requirements have been minimal. One public comment has sought clarification on parking requirements for commercial daycare.

Considerations

Consideration	Benefits	Drawbacks
3a Similar to multifamily and townhouses, develop minimum guest parking standards for single-family subdivisions and integrate with street design standards in AMC 19.52. Consider a requirement somewhere between 1 space per 3 dwelling units and 1 space per dwelling unit (see example next page)	Guarantees that a minimum amount of guest-type parking will be provided on or adjacent to streets in subdivisions	Perhaps the market is going to take care of this.
3b Add criteria that the fee-in-lieu parking option cannot be used until a plan for use of the funds is adopted by the City	Clarifies that the option is not yet available and encourages the city to move forward on a public parking plan	Requires the city to adopt this into its work plan
3c Lower the fee-in-lieu parking option from 100 percent of spaces	Lessens potential impact on on-street parking and helps potentially strengthen the historical urban form of Downtown	Development options are less flexible



Example of a subdivision elsewhere utilizing a narrow alley like roadway – and providing a shared parking lane at one end.

Summary of the 2015 Anacortes Parking Study

- Scope of study: Downtown Anacortes and Cap Sante Marina area
- Purpose: Understand relationship between parking and land use and identify potential changes to land use policy and parking strategies
- Parking considerations
 - Parking is an art (values of the community and land use policy) and a science (using good data and not hearsay)
 - Balance perception and reality
 - One size does not fit all conditions
 - Regular communication between City, businesses, and residents
- Cost and physical constraints often challenge the financial feasibility and marketability for new development and redevelopment of existing properties
- Statutory parking requirements for new and redeveloped land uses are often greater than peak parking needs
 - **Anacortes is not unique in requiring somewhat more off-street parking than needed**
 - **This pattern has emerged because most cities want to avoid parking spill over onto the public streets**
- However, a comparison of Anacortes parking requirements with ITE peak parking demand shows this pattern is exaggerated in Anacortes
 - For residential development the number of parking spaces required is roughly 20% or more than the peak demand
 - For commercial and retail uses, the required parking appears to be roughly twice as large as nationally observed peak parking demand
- Finding a balance:
 - Surplus parking stalls can dampen economic feasibility of desired development, but the likelihood of on-street parking spillover is reduced
 - If parking regulations permit development with parking supply that is less than demand, development of those uses may be encouraged by reducing the costs associated with provision of on-site parking, but unmet parking demands will make on-street parking more congested
- Reductions in other cities have recognized the availability of public transportation, the availability of commercial businesses, and the pedestrian and bicycle network
- Parking supply for any single land-use should be 10% to 15% greater than the parking demand to account for the natural turnover in parking stalls as one car vacates a parking stall and another car enters
- Anacortes assessment
 - Requirements for residential and office uses are reasonable with requirements exceeding peak ITE demand by 25% to 33%
 - Retail and restaurant parking requirements exceed actual parking needs by **250%** which could make it difficult for restaurants and retail to economically expand or develop in the Downtown
 - If higher density multifamily development is desired in Downtown, consider reduced parking requirements to increase development feasibility
- Depending on the mix of uses a shared parking provision can reduce required parking by 5% to 30%
- Costs of structured parking
 - Above ground garages: \$15-25k per stall

- o Underground garages: \$30-40k or more per stall
 - o Costs need to be recovered as part of development
 - o Costs may be passed on to businesses and residents
- Study findings
 - o Downtown has 2,114 parking stalls
 - 1,175 on-street and 939 off-street – ratio typical of small and medium cities
 - o In Downtown, peak weekday occupancy was 50%. Full occupancy is considered at 85%.
 - o On weekends, North Retail Core occupancy exceeded 95%.
 - o Off-street parking on weekday: 50% occupied in Downtown
 - o Cap Sante Marina: 90% occupied on summer weekday
 - o 80% of cars parked in Downtown are there for 1 hour or less, which is less than the existing 2 hour limit
- Strategic parking options (relevant to development regulations)
 - o Refine off-street parking requirements, including reduced and shared use requirements in Downtown
 - o Encourage shared-use of existing off-street lots among businesses
 - o In-lieu fee for parking stalls that cannot be provided on site
- Preliminary recommendations
 - o Conduct comprehensive review of zoning code and align parking requirements with desired land-use changes
 - o Reduce parking requirements for retail and commercial uses
 - o Tailor requirements for specialty land-uses such as high density multi-family
 - o **Distinguish Downtown parking requirements from citywide parking requirements**
 - o Lower minimum parking standards to no more than 15% of forecasted needs
 - o Establish an in-lieu fee policy to improve or fund public parking lots
 - o Revise joint-use parking policies, with particular attention to sharing customer retail and resident spaces



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Anacortes Parking Study

Downtown and Cap Sante Marina

Anacortes, WA

March, 2015

Prepared for:
City of Anacortes

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Appendix A – Study Design and Methodology

Introduction

This report presents the results of a parking study within Downtown Anacortes and the adjacent Cap Sante Marina area. The purposes of this report are several:

- To understand basic relationships between parking and land use;
- To understand existing parking conditions of Downtown Anacortes and Cap Sante Marina;
- To identify general approaches and strategies for addressing future land use policy development; and
- To suggest several specific strategies the City can consider implementing to improve parking conditions in Downtown Anacortes.

For the purposes of this analysis, it may be appropriate to clarify several basic terms.

- Parking Supply is the number of parking spaces that exist or are proposed to be constructed as part of a new development to support the needs of that development.
- Parking Demand is the number of parking spaces needed for a specific type of land-use, a group of uses or neighborhood and is often referred to as parking “need” or parking “occupancy.”
- Parking Duration is the length of time that a vehicle occupies a parking stall.

Parking Considerations

In reviewing this report, several over-arching principles or concepts are worthy of consideration when interpreting study findings and developing a comprehensive parking strategy.

Parking is an art and a science - decisions regarding changes to parking policy, design, and enforcement should be based as much as possible on good data (the science) so parking improvements have the desired effect and are not based on hearsay or random perception. Once a strategy or group of parking related improvements are identified, the extent or degree of a specific application (areas or subareas where parking controls are posted, length of time limits, type of enforcement policy, etc.) must be developed in the context of the area, the types of land uses, and the attitudes, values and demographics of the community served by the parking (the art). A parking strategy and each incremental change to that parking strategy should support the types of land uses and businesses identified in the comprehensive plan to be supportive of rather than a barrier to, achieving the vision of desired land-use plans and policies.

Balancing perception and reality - Parking availability and ease of use are commonly interpreted differently by different people who may be looking at the very same condition. For example, one person may find parking within one block to be very acceptable where another person may have an expectation that the parking should be available near the front door of their destination. One person may find parking on the main street but two blocks away very acceptable where a parking stall around corner and at the end of a side street block is considered unacceptable, even though the walking distance may be identical. Parking is one of the most tangible elements within any community. Business owners, customers and visitors often make their choice of where to locate, shop or spend leisure time based on their perception of the ease of access and parking. While there is never a perfect balance among the many factors that make a vibrant downtown, parking is a very important and often overlooked consideration. The challenge in developing a parking strategy is attempting to understand the attitudes and values of the community and tailoring individual parking policies, improvements, management, and enforcement techniques to serve the majority of interests in the community.

One size does not fit all conditions - this principle applies in two different ways. First, just because a parking strategy worked in some other city, it does not mean that it will be effective in Anacortes. For example, on-street parking meters may be an excellent strategy in Seattle or Tacoma but not in Redmond or Kirkland. Second, a strategy in one part of the downtown may be appropriate where parking is often full but this same technique could be overkill and a waste of resources in another part of downtown. For example, parking conditions in the North Retail Core of Anacortes appear to warrant creation of on-street parking where such measures may not be warranted in the South Retail Core until higher density development occurs. Tailoring strategies to fit individual areas or circumstance need to be balanced with consistency such that too much variation creates confusion and leads to user frustration. Again, a balance must be achieved.

Regular communication – Like a living organism, cities and neighborhoods are constantly changing. Accordingly, to accomplish long-term economic development and land-use goals, parking conditions must also change, and in some cases those parking improvements can help lead that change. The kind of communication among city staff, the business community, the general citizenry through specific outreach efforts and larger scale programs like the Comprehensive Plan Update are essential for understanding how parking and other community needs are shifting. This communication in combination with periodic monitoring and updates of this parking study will provide the City with the basis for measuring change and proactively planning and programming for incremental changes that respond to the changing conditions in the downtown and Cap Sante Marina. The input received through several community workshops, numerous Community Advisory Committee meetings, and discussion with Planning and Economic Development, Public Works, and Police Department staff have focused the efforts of this study on issues unique to Anacortes.

Parking and Land Use Relationships

Parking is an important, but often overlooked, consideration in land use and economic development decisions. It is important because in most American cities (even in urbanized areas) the automobile remains a primary mode of mobility, even if it is not used for daily commuting.

At the same time, providing parking on properties that are small, oddly shaped, and/or sloped is physically challenging, costly, or both. Cost and physical constraints often challenge the financial feasibility and marketability for new development and redevelopment of existing properties. Accordingly, finding the balance between City required parking supply, actual parking need, development feasibility, and marketability is a continuous cycle. This set of relationships is illustrated in Figure 1.

Challenging this cycle is the observation that statutory parking requirements for new and redeveloped land uses are often greater than peak parking needs. Anacortes is not unique in requiring somewhat more off-street parking than needed. This pattern has emerged because most cities want to avoid parking spill over onto the public streets.

To illustrate this principle a comparison of peak parking demand for different types of land-use as assembled by the Institute of Transportation Engineers (ITE) is compared against the City of Anacortes minimum parking requirements. This shows that for residential development the number of parking spaces required is roughly 20% or more than the peak demand. For commercial and retail uses, the required parking appears to be roughly twice as large as nationally observed peak parking demand. These relationships are illustrated in Figure 2 below.

Figure 1: Parking and Feasibility Relationships

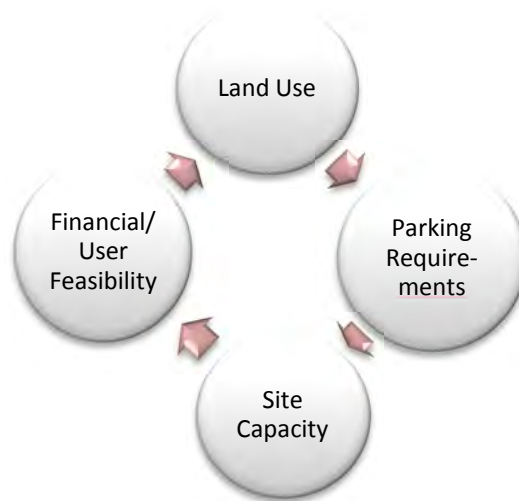
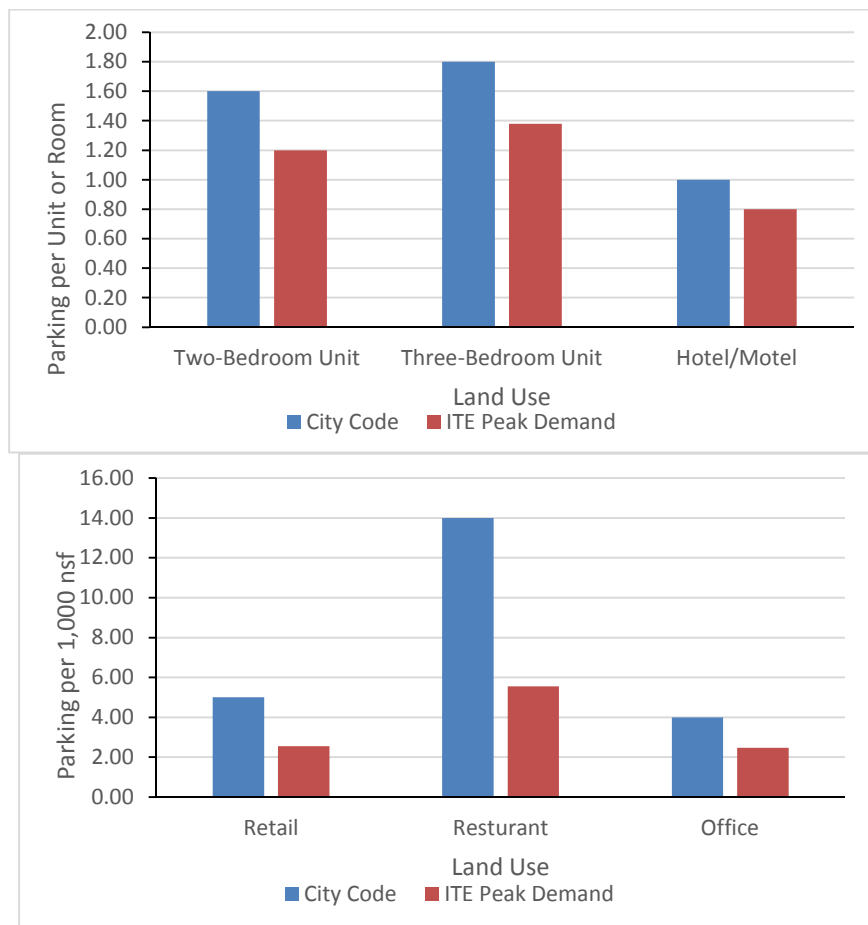


Figure 2: Required Parking versus Peak Parking Demand



In areas like the Downtown and other areas where commercial and higher density multifamily residential development are contemplated the amount of required parking, the rate of desired land development and on-street parking are closely interrelated. As noted above, if minimum parking requirements are in excess of needs, the added cost of providing the surplus parking stalls can dampen the economic feasibility of desired land use development but the likelihood of on-street parking spillover is substantially reduced. In contrast, if parking regulations permit development with parking supply that is less than likely parking demand, development of those uses may be encouraged by reducing the development costs associated with provision of on-site parking but unmet parking demands will make on-street parking more congested unless specific controls are put in place to manage that spillover. Accordingly, if higher density multifamily development is desired in the Downtown, consideration of reduced parking requirements (that match the character of the multifamily development) to increase development feasibility could be considered. Such changes in minimum parking requirements should, however, recognize that there could be some parking on-street spillover that could necessitate increased parking management and enforcement.

This balancing occurs differently in different cities. The City of Seattle encourages micro housing by permitting development with no parking space requirements. This has encouraged a boom in this type of development. In several areas, the on-street parking spillover has been managed through on-street residential parking zones where residents in a geographic area can purchase a permit allowing them to park in a selected neighborhood. Kirkland has amended their multifamily parking requirement to recognize the lower parking needs for micro housing development based on surveys of these types of units elsewhere. Redmond reviews these applications on a case-by-case basis granting variances where reduced parking can be justified. In all cases, reductions have recognized the availability of public transportation, the availability of support of commercial businesses (grocery stores, restaurants, personal services, etc.) and the pedestrian and bicycle network that provide barrier free linkages within those areas.

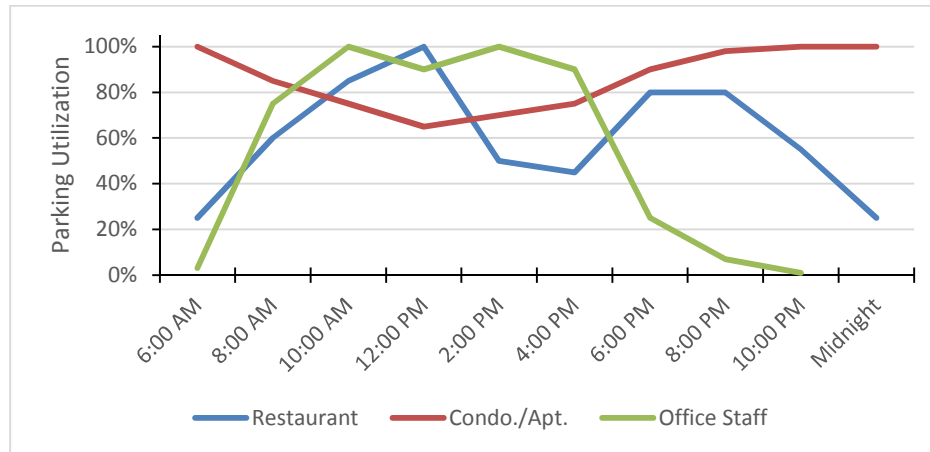
Parking Variation

It is important to recognize that the parking supply for any single land-use should be 10% to 15% greater than the parking demand to account for the natural turnover in parking stalls as one car vacates a parking stall and another car enters the parking area. Introducing this turnover factor into a comparison of the parking need versus parking required assessment, it appears that Anacortes requirements for residential and office uses are reasonable with requirements exceeding peak ITE demand by 25% to 33%. Any excess accommodates periodic surges in parking demand. Retail and restaurant parking requirements, on the other hand, exceed actual parking needs by 250% which could make it difficult for restaurants and retail to economically expand or develop in the Downtown.

Parking needs fluctuate throughout the day and each land use has different patterns with peaks that occur at different times of the day. If each individual land-use development provides parking for its exclusive use the supply would substantially exceed the cumulative need of a combination of land uses. As illustrated in Figure 3 below, most obvious are the daytime uses like offices that have the peak parking demand during the day but almost no parking demand in the evening and residential uses that use 60% to 80% of their parking during the day with the peak occurring during the late evening. Accordingly, in mixed-use environments where parking can be shared, a shared or joint use parking strategy can minimize the number of parking stalls needed for a combination of users. For example, typical nighttime peak parking generators (e.g. residential, higher end restaurants) can share a portion of their parking stalls with uses that have peak daytime parking demands (e.g. professional offices,

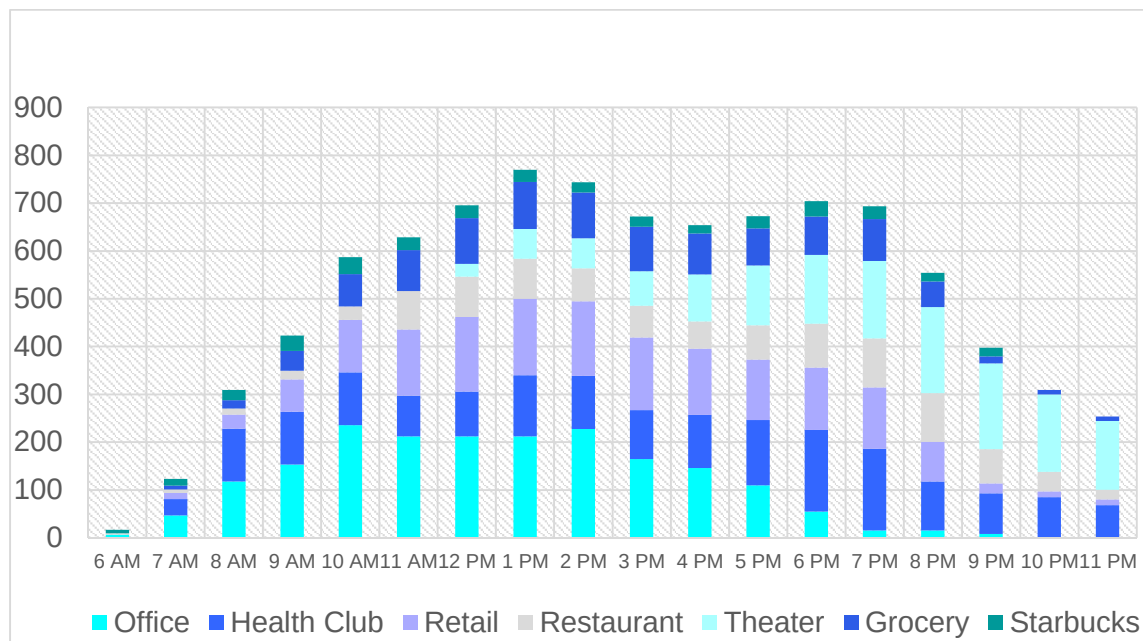
casual restaurants, medical-dental services). Depending on the mix of uses a shared parking provision can reduce required parking by 5% to 30%.

Figure 3: Hourly Variation of Parking Demand by Land Use



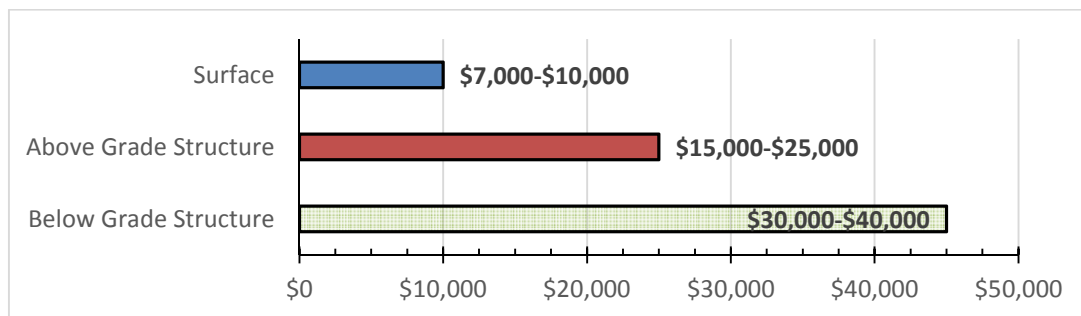
Where a large combination of uses similar to the range of uses that exist in Downtown Anacortes, the combined parking demands are substantially less than if all these uses were required to provide parking individually. Figure 4 illustrates a condition with a wide range of uses sharing a common parking area and shows how offsetting peak parking demands of different uses can result in a lower combined parking demand as compared to the sum of the individual peak parking demand conditions.

Figure 4: Hourly Variation of Parking Demand by Land Use



Requiring more parking than needed is an important consideration because it can be expensive to provide accessory parking. This is further complicated because the size, shape and condition of developable sites can add to the difficulty of providing parking. As parcel sizes become smaller the density of development needs to increase to support the cost of providing parking. Figure 5 shows that surface parking is the least costly but this does not include any cost associated with the underlying real estate cost. As development density increases, structured parking can be considered provided that the size of the parcel permits an efficient parking layout and permits sufficient space for ramps and alternative access. The construction cost of parking stalls in standalone garages ranges between \$15,000 and \$25,000 per stall. When required parking necessitates underground construction or as part of the structure of a building, the construction cost increases further to \$30,000-\$40,000 or more. As noted above, these costs need to be recovered as part of any new development or major redevelopment. Accordingly, the number of parking stalls required in association with any new development can have a major influence on the financial feasibility and/or cost of the final development to businesses or residents.

Figure 5: Typical Parking Stall Construction Cost Ranges



Parking Study Findings

A parking study of the Downtown Anacortes and Cap Sante Marina area was performed as part of the Anacortes Comprehensive Plan Update. The parking study inventoried the parking supply both on-street and off-street. The parking use characteristics were recorded for weekday and weekend conditions. The parking stall use (parking demand) and the parking turnover on selected on-street segments were recorded.

Study Area

The study area was defined in coordination with City staff. The Downtown study area is generally bounded by streets within the Downtown; 3rd Street, 11th Street, N Avenue and R Avenue as depicted in Figure 6. The Downtown study area was defined further by distinguishing the core area which included the area one block deep to the east and west of Commercial Avenue from the rest of the Downtown. The Downtown Retail Core is further divided in half into north and south core areas so parking characteristics could be more precisely recorded so recommendations could be tailored more specifically. The Downtown edge formed a one block edge along each side of the core. The Cap Sante area was divided into several distinct parking areas and all parking was considered off-street parking even though much of this parking is available for public use.

Figure 6: Parking Study Area Map

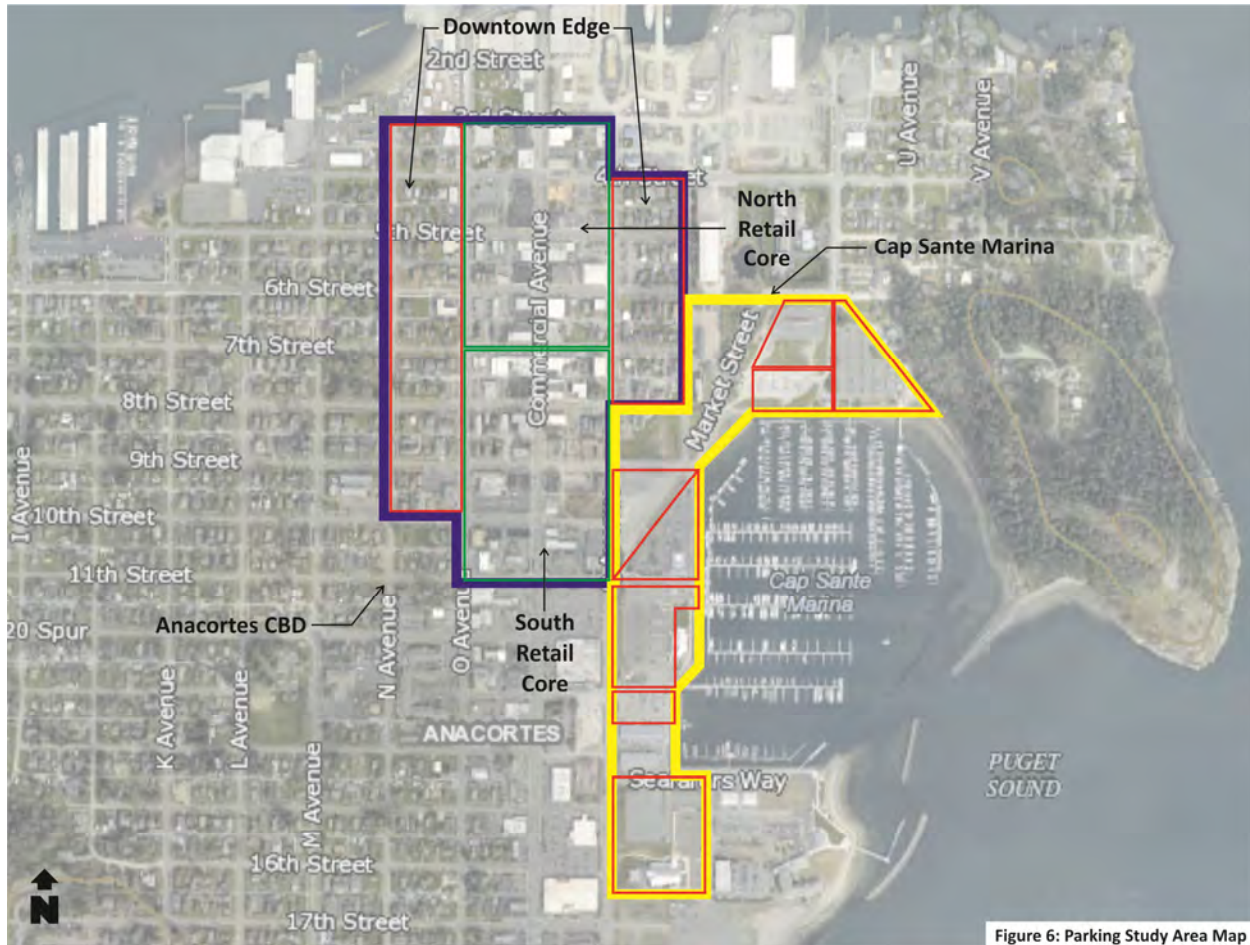
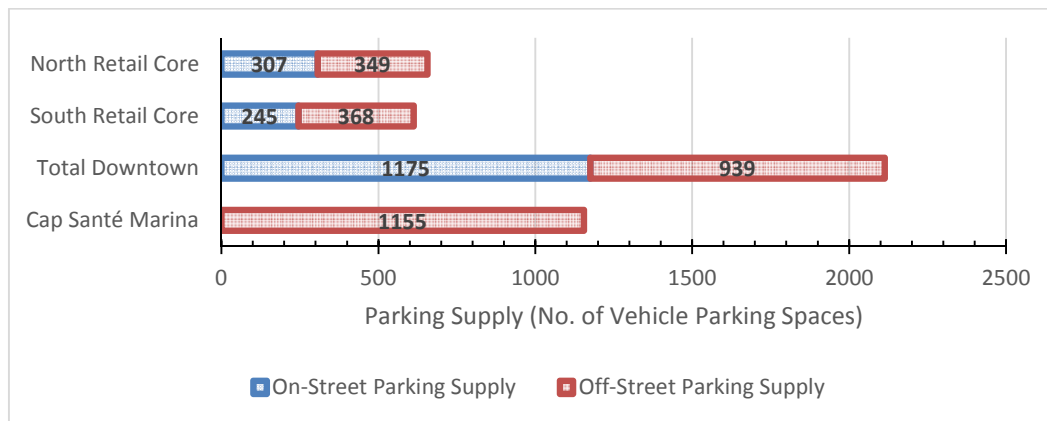


Figure 6: Parking Study Area Map

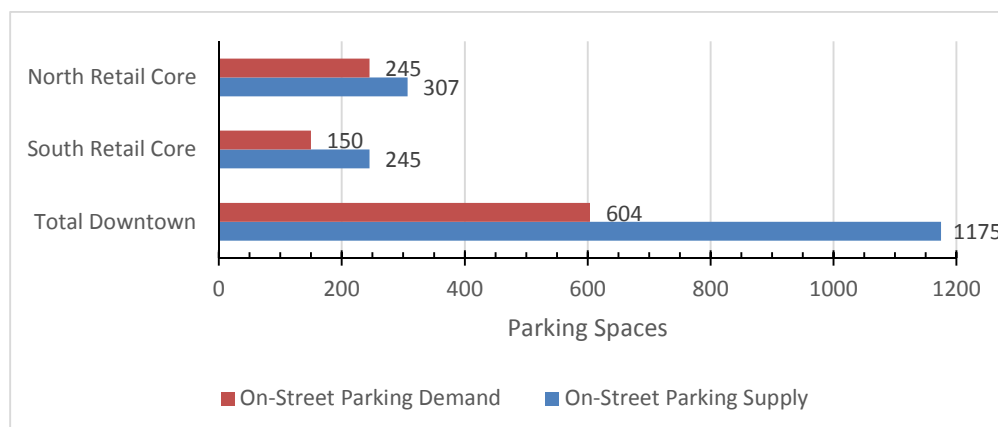
Parking Supply

In the downtown, there are a total of 2114 parking stalls. 1175 stalls are on-street and 939 stalls are off-street. For the entire downtown this means that 55% of the parking stalls are on-street. The high proportion of on-street spaces is typical for small and medium-sized cities. Note however, the proportion of on-street spaces drops to 46% and 40% of each subarea for the North Retail Core and South Retail Core respectively.

Figure 7: On-Street and Off-Street Parking Supply*Parking Occupancy*

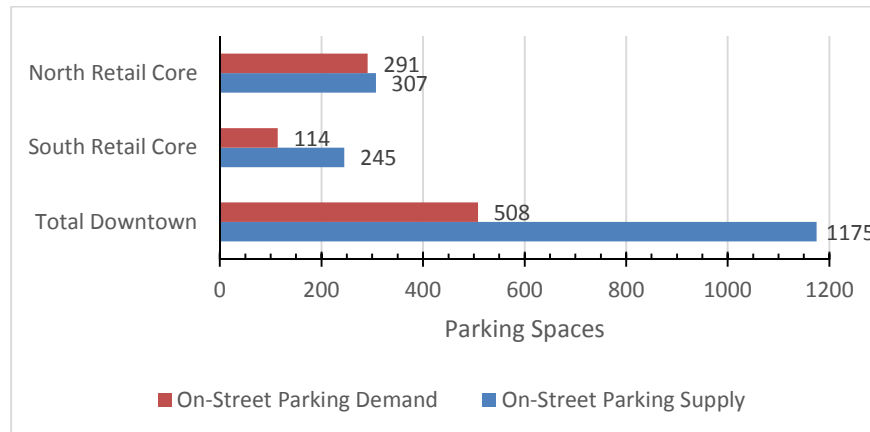
On a weekday during the summer and a weekend day during the fall of 2014, a study of the number of occupied parking stalls was made. This study recorded data on a block by block and block face by block face basis. The process for making these studies is presented in Appendix A. In reviewing these findings, it is important to note that functional occupancy of spaces occurs when a parking area is between 85% and 95% full. For areas with low turnover (long-parking duration like Cap Sante Marina) a higher percent occupancy can be tolerated, for example; 95% in higher turnover areas (shorter parking duration like the restaurant area on Commercial in the North Retail Core), 85% occupancy reflects a full capacity condition.

During weekdays, the peak parking occupancy in Downtown was slightly over 50%. Looking more closely, the North Retail Core was occupied at almost 80% while the South Retail Core was 60% occupied. This peak generally occurred between 12 noon and 2 PM.

Figure 8: On-Street Peak Weekday Parking Occupancy and Supply

On weekend days, the on-street parking was observed to be slightly less than half-full for the entire study area but in the North Retail Core the occupancy exceeded 95%. The South Retail Core however dropped to 45% occupancy.

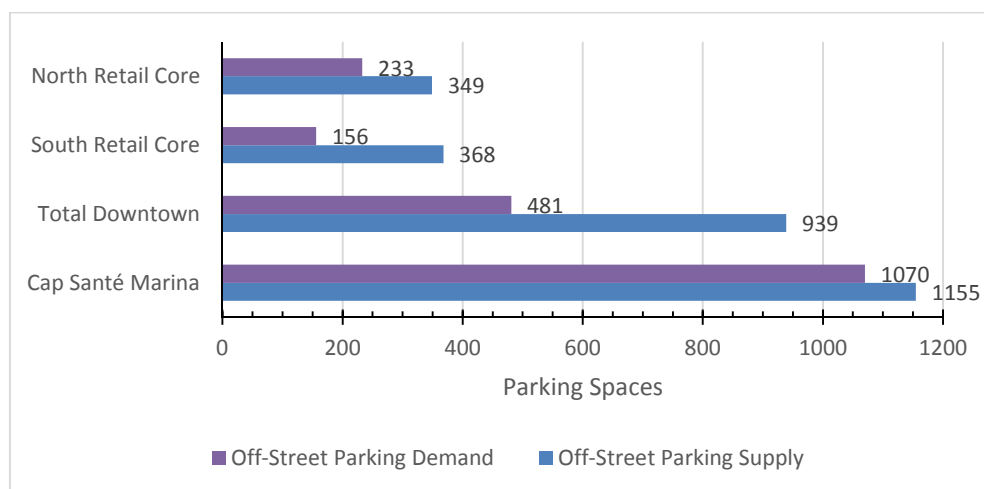
Figure 9: On-Street Peak Weekend Day Parking Occupancy and Supply



Off-street parking on a weekday was observed to be about 50% occupied in the downtown area with 67% of the North Retail Core off-street parking occupied and only 42% of the South Retail Core parking occupied.

Cap Sante Marina parking was over 90% occupied on a summer weekday. Since several areas are gravel or designed for vehicles with trailers, this occupancy is a general approximation of off-street parking lot capacity.

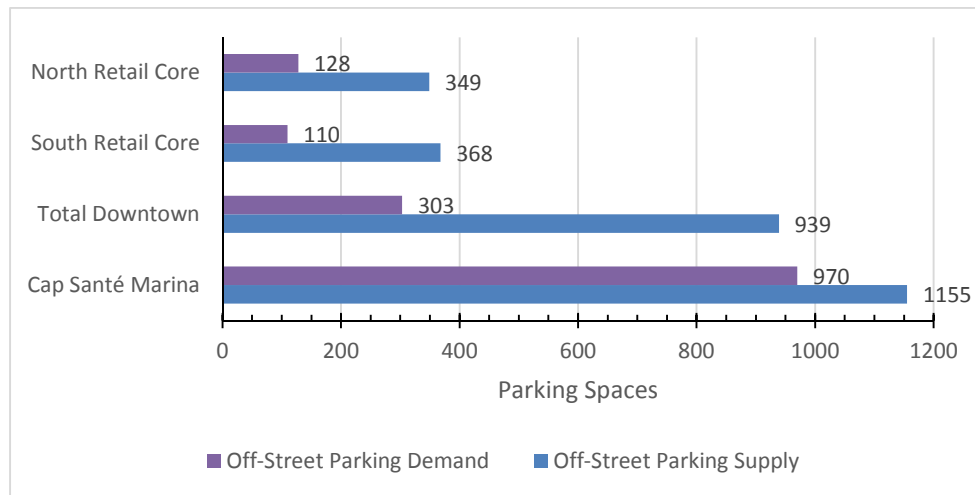
Figure 10: Off-Street Peak Weekday Parking Occupancy and Supply



On a weekend day, the occupancy of off-street parking dropped to about one third of the spaces occupied in the Downtown area. This occupancy appeared to be relatively uniform throughout the Downtown with the North Retail Core and the South Retail Core experiencing roughly the same occupancy.

Cap Sante Marina saw a drop on weekday parking occupancy to about 85%. Some of this decline as compared to weekend conditions is likely related to the seasonal variation and a slight decline in the winter.

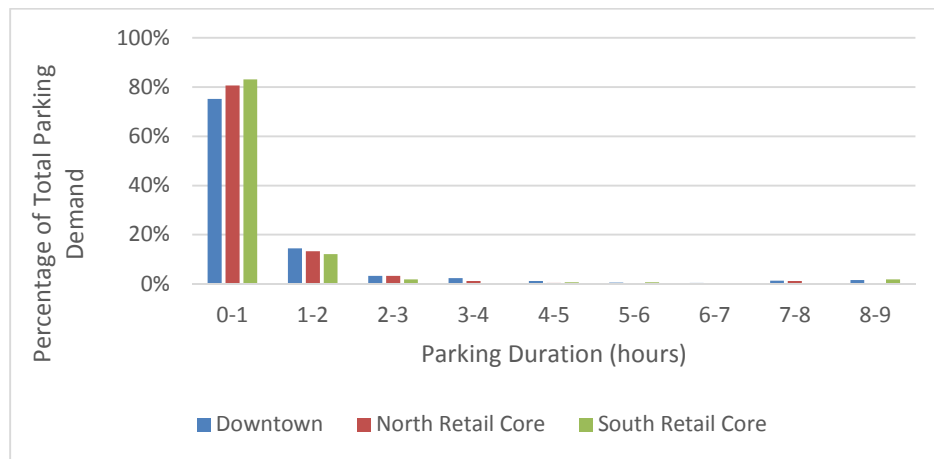
Figure 11: Off-Street Peak Weekend Day Parking Occupancy and Supply



Parking Duration

A selected number of street segments were surveyed on weekends and weekdays to determine the duration that cars are parked. In part, this was to determine if drivers were using parking in the core Downtown area for long-term parking or if the parking controls in place appeared to be effective. Based on this survey, more than 90% of the cars parked in Downtown parking are parked for two hours or less. The majority of those (80% of the cars parked in Downtown) on-street were parked for one hour or less.

This pattern suggests that the 2-hour parking time limits and enforcement of those time limits are effective. This relatively short parking duration also suggests that Downtown visitors come for a single or limited number of purposes and are not staying for any substantial length of time. Under existing conditions, it does not appear that parking time limits are causing this short parking duration.

Figure 12: On-Street Weekday Downtown Parking Duration

Parking Controls

Parking controls in Downtown Anacortes are confined to posted time limits. Most of the of the Downtown core one block on either side of Commercial Avenue between 4th Street and 10th Street is signed for two-hour parking limits. This parking time limit generally applies on Monday through Saturday although there are a few locations where the time limits are limited to Monday through Friday on 8th Street adjacent to a multifamily use.

There is a limited number of short-term parking spaces (less than 30 min.) located near the post office.

There are two on-street loading zones which often appear to be utilized for long periods without a substantial amount of loading activity.

Parking for disabled drivers and passengers is located throughout the Downtown with the majority focused near intersections where wheelchair accessible ramps provide barrier free access on to sidewalks.

Parking Enforcement

Enforcement is provided by a single officer on a part time basis. Based on the observation of typical parking duration and observations made while parking occupancy induration studies were being conducted, it appears that the level of enforcement is effective in maintaining parking turnover within the two-hour limit.

There are some locations where some employees and/or business owners may overstay the two-hour time limit. Presently, this appears to affect less than 2% of the parking stalls in Downtown Anacortes. As Downtown parking becomes more congested, enforcement of overstaying parking in many areas will need a higher level of enforcement.

Strategic Parking Options

Parking strategies are most effectively implemented in phases or stages with lower intensity measures first, followed by those that are more visible or tangible. A common hierarchy is often referred to as the “Three E’s” – Education; Engineering, and Enforcement. Expanding on this theme Educational measures

can also include policies and programs; Engineering can include operational measures; and Enforcement can include various types of controls and different compliance strategies. The following matrix provides a general list of strategies and options as a toolbox of resources that can be considered in refining a comprehensive parking management program.

There are an endless set of permutations and combinations of techniques that can be combined to find the right balance of incentives and disincentives to modify parking behavior. Likewise, each of these individual techniques need to be tailored to respond to the unique conditions that exist in Anacortes. Further, a parking strategy is part of a much broader set of land use and transportation conditions.

Accordingly, the parking management program appropriate for South Lake Union in Seattle or Downtown Auburn may not be appropriate for Anacortes. Nonetheless, it may be possible to take elements of those strategies and reshape them to fit Downtown Anacortes conditions. While the following is not to be a full list of strategies, it embraces many basic options that may be worth considering in one form or another. Parking in Downtown Anacortes and Cap Sante Marina can be a complimentary or competing element of land use and economic development goals.

Education and Policy Development Options

Parking Option	Advantages	Disadvantages
General Public Outreach Coordinated City programs/communications involving Police, Planning and Public Works. Sharing improvements and changes that affect the public (i.e. restriping parking or modifying time limits of fines, etc.). Works best when affected parties can be involved in any potential change.	• Demonstrates the City is engaged and is aware of concerns. • Moderate to low cost. • Minimizes adverse reaction when changes do occur.	• Requires follow-up on part of staff to be effective.
Chamber/Business Programs Owners and employees of downtown businesses distribute/post parking information to customers and other business owners/operators. Can include handing out courtesy reminders to owners/employees who are usurping customer parking.	• Creates ownership with those affected by any parking regulations. • Low cost. • Usually received more positive than traditional police enforcement.	• Selected owners/employees may be resentful.
Refine Off-street Parking Requirements Review parking requirements and bring required parking into alignment with actual parking demand needs. Consider reduced and shared use parking requirements for the Downtown.	• Requires only as much parking as needed. • Increase utility of available land. • Encourages new business development.	• May add short term pressure to on-street parking. • May result in longer walking distances between parking stalls and desired business destinations.
Encourage Shared Use of Existing Off-Street Lots Encourage more than one business or user to share the off-street parking in a single parking area. Particularly useful when a daytime user can share with a nighttime user.	• Provides higher utility of limited off-street parking spaces. • Builds neighborhood cooperation. • Can generate income for the parking lot owner.	• Requires some type of shared use agreement to manage liability.
Off-Street Tandem Parking Permit tandem parking stalls for low turnover and residential users where cars are parked one right behind the other.	• More efficient use of limited off-street space. • Utilizes awkward sized parcels.	• Requires flexible and compatible users.
In-Lieu of Parking Policy Permits new or expanded development to pay a fee for parking stalls that cannot be provided on-site.	• Decrease development costs. • Increases feasibility of small parcels. • Makes expansion possible in existing built-up areas of a downtown.	• City needs to keep track of funds. • Funds can only be used for capital construction of parking stalls. • Parking may not be conveniently located.

		Parking built by City will be for general public use, not the exclusive use of the fee payer.
Residential Parking Zones Zones of on-street parking that are usable to permit holders only during certain times of the day (sometimes all day).	- Protects residential areas from spillover parking generated by adjacent commercial/institutional users. - Serves to support older neighborhoods without off-street parking and/or encourage new development in areas where off-street parking is difficult/costly to provide.	- Requires a study to justify establishing a special use parking zone. - Requires additional and very regular enforcement. - Requires establishing a new City program that must be managed and monitored continuously.

Engineering and Operations Options

Parking Option	Advantages	Disadvantages
Head-in Angle Parking Where space permits restripe, parallel parking into angled parking on one or both sides of a street. Can be back-in or head-in. Angle can vary.	- Easier to pull into parking space - Efficient use of right of way. - Low cost.	- Must back out into traffic lane. - Limited sight lines when backing out. - Travel way (lanes) width reduced. - May require one-way streets.
Back-in Angle Parking Where space permits restripe, parallel parking into angled parking on one or both sides of a street. Can be back-in or head-in. Angle can vary.	- Easy to exit parking space. - Efficient use of right of way. - Low cost.	- Can be difficult for some drivers to back into parking space. - Travel way (lanes) width reduced. - May require one-way streets. - Can cause delays to through traffic.
Mark Parallel Parking Stalls Simply mark stalls where parallel parking already exists on either side of Commercial Avenue.	- Can make efficient use of curb space. - Creates uniformly sized spaces.	May lose some parking supply.
Expand Signed Time Limits Extend time limits into Downtown fringe. Time limits may be different outside of Downtown core.	- Encourages parking turnover. - May elect to graduate time limits in tiers increasing time with distance from the Downtown core.	- May create parking spillover to CBD perimeter and residential areas. - May adversely impact long term users. - Less parking for Owners/Employees.

Install Parking Meters/Pay Stations On-Street Install parking meters or pay stations.	- Generates revenue. - Encourages parking turnover.	General public, particularly retail customers often opposed.
City Owned Lots Build public parking lot in the Downtown area.	- Increases parking supply. - Reduces pressure on short term on-street parking. - Could be partially funded by In-lieu fees. - Could use remnant or underutilized publicly owned parcels.	- Detracts from urban design goals. - Not a long term solution.
Municipal Garage Construct a public parking garage located near Downtown.	- Adds parking supply in an efficient space. - Increases parking supply. - Reduces pressure on short term on-street parking.	- Very high cost. - Highly concentrated parking does not serve entire Downtown efficiently.
Business Association Lots Construct or purchase existing off-street by a group or association of private businesses.	- Businesses invested in their success. - Businesses have more control.	- May be restricted to selected users. - May require a validation program.

Enforcement Options

Parking Option	Advantage	Disadvantage
More Consistent Enforcement Enforce all parking where regulations are posted and provide enforcement on more of a full-time basis.	- Higher compliance with regulations. - Reduces user confusion.	- Potential business impacts. - May require more staff.
Community Service Officer and Courtesy Parking Notices Authorize a person who is not a sworn police officer to serve as a Downtown ambassador to help guide visitors to desired destinations in the Downtown and provide courtesy notices explaining the parking regulations and suggesting parking options. Schedule can complement part-time police enforcement.	- Provides active public relations. - Reinforces parking regulations in a positive way.	Minor cost (or volunteer possibility).
Consolidate and Align Parking Regulations Review existing parking regulations to ensure they are enforceable and develop a penalty schedule that is effective at motivating desired compliance.	- Parking regulations are consistent and fair. - Reduce appeals and court time for officers.	May generate adverse public reaction.

Preliminary Recommendations

Based on this analysis and discussion with staff, the following summarize preliminary recommendations. Each of these recommendations should be considered in the context of other land use and economic development policies and adjusted to be supportive and compatible with those policies. The timing associated with implementation of each of these programs can vary. Some programs or improvements may be warranted as an incentive to achieve land-use goals while implementation of others will relate to increases in parking demand generated by general growth as well as occupancy of new, higher density development. The following provides general guidelines regarding the current priority assessment. Implementation timing should be reviewed periodically to ensure that any parking improvement is made consistent with changing needs. Near-term changes are likely appropriate as incentives for encouraging the types of land-use is desired and creating consistency in existing plans and policies. Mid-term improvements are intended to address redevelopment and increases in general growth. Long-term improvements are related to new development and may be accelerated if incentivized policies and programs coupled with population and job growth occur more rapidly.

Near-Term and Ongoing

- Conduct a comprehensive review of the City zoning code and align parking requirements in the Downtown area with desired land-use changes. Specifically, consider reducing off-street parking requirements for retail and commercial uses and tailor off-street parking requirements for different types of specialty land-use development with particular emphasis on higher density multifamily and other housing types (e.g. senior living, work force living, etc.) that may be logical residential uses in the Downtown area that support demographic trends and distinguish off-street parking requirements in the Downtown core and other locations where higher densities are desired from those in other parts of the City requirements.
- Strive to bring required minimum parking space standards for new development to no more than 15% of forecasted parking needs. Peak demand/need can be determined by using national studies like the Institute of Transportation Engineers (ITE) or local studies that reflect local demographics.
- Reestablish a fee in-lieu of policy and create an off-street parking construction fund that can improve City-owned and/or purchased properties including any salvage properties that can be converted to general purpose public parking.
- Revise shared or joint-use parking policies with particular attention to sharing customer retail parking spaces with resident visitor spaces.
- Continue to engage the Chamber of Commerce and other business groups in educating Downtown business and property owners as a partner in a parking program. Continue to periodically meet with Downtown representatives to exchange ideas and initiatives so Downtown parking supports common best interests.
- Include parking improvements as part of the City's public outreach initiative so the general public is aware in advance of the changes and the benefits associated with those changes.
- Continue to remark wider east-west streets with angle parking. Evaluate angle parking on both sides of a street and/or shallow angle parking in light of circulation requirements since 60° angle parking on both sides of most east-west streets will likely cause traffic to be confined to one-way traffic only. Such a vehicle circulation pattern could result in a major change to circulation throughout the Downtown and could create more confusion than benefit. The North Retail Core should be considered in the near-term.
- Continue to work with the Chamber of Commerce and other Downtown business organizations to utilize courtesy notices and other programs to educate business owners, building owners, and employees to smart parking options that encourage long-term parking outside of the Downtown

Retail Core. These may be a programs limited to weekends and/or during the summer when parking demands are higher.

Mid-Term

- In the South Retail Core remark wider east-west streets with angle parking. Evaluate angle parking on both sides of a street and/or shallow angle parking in light of circulation requirements since 60° angle parking on both sides of most east-west streets will likely cause traffic to be confined to one-way traffic only.
- If time limit violations become more frequent (particularly during high demand seasons of the year) consider increasing enforcement. So as not to deplete the resources required to provide the desired public safety objectives, consider creating a position or class of parking enforcement officer who may not be a sworn police officer but would have the authority to issue parking citations and assist in temporary manual traffic control.
- Consider a second ring of parking time limits beyond the 2-hour parking zone for 3-hour or 4-hour time limits to serve customers who need or want to have longer visits to the Downtown, but to discourage all-day employee parking. For example along O Street and Q Street in the Downtown Core.
- Work with business owners to share privately owned single use off-street parking areas among several compatible businesses.

Long-Term

- Consider establishing residential permit parking zone(s) on the Downtown edge particularly in areas where the City wishes to encourage higher density multifamily workforce housing units. Care must be taken to moderate multifamily parking spillover impacts into single family residential neighborhoods.
- In Cap Sante Marina, consider defining parking stalls in unpaved areas so the space can be used more effectively and increase the number of available parking stalls. Since this area is near the shoreline, care should be taken in managing the storm water runoff so options that do not require paving could be considered.

Ongoing

- Minimize barriers to ensure that public parking is easily accessible through ongoing maintenance and construction efforts. Examples could include:
 - Curb bulbs to reduce walking distances across streets,
 - Good drainage to minimize puddles at the curb edge and in the walking path,
 - Properly designed curb ramps for the elderly and disabled.
 - Sidewalks that are in good repair with minimal or no slab offsets due to differential settlement and/or tree roots (toe catchers).

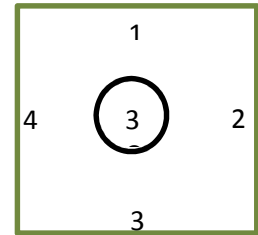
Appendix A Parking Study Design

Study Area

The two areas studied in Anacortes included the Downtown and the Cap Sante Marina. The Downtown included the 27 block area generally bounded by 3rd Street to 11th Street and N Avenue to R Avenue. The downtown was further divided into subareas that were labeled North Retail Core, South Retail Core, and the Central Business District Fringe or Outer Downtown area as described earlier in this study report.



A reference grid was developed to identify each block with a letter and a number. This grid network is illustrated on the left with the letters across from west to east and numbers from north to south. For example, the block in the northwest corner of the study area was labeled block 1A. The numbers 1 through 4 were assigned to each curb face of the given block. The north curb face was always numbered with “1”, east curb face with “2”, south curb face with a “3”, and west curb face with a “4” as illustrated to the right. This level of detail allows stated to be analyzed on a block by block and block base by block face basis so decisions regarding changes in time limits, need for additional parking stalls, or other changes in regulation or enforcement can be made on a factual basis. Further, if a follow-up study is performed, more direct comparisons can be achieved to identify changes in parking characteristics.



The Cap Sante Marina was divided into subareas since the parking is organized more like an off-street parking lot. Parking Lots 1, 5, 6, and 7 are paved parking lots with marked parking spaces for cars. Parking Lots 2, 3, 4, and 8 are unpaved and do not have marking parking spaces. These parking lots are largely used for boats and boat trailers and overflow peak parking.



Parking Supply

The first step in evaluating parking is to understand the number of parking spaces currently available in Downtown Anacortes. To get a complete picture of the parking supply, both on-street and off-street parking stalls were inventoried. While off-street parking does not fall within the day-to-day control of the city, it is important to understand this component of the total parking supply so decisions regarding the need for parking and associated land uses are not made solely on the basis of the publicly available and managed parking supply.

The on-street parking supply was determined by measuring each block face and deducting the space required for setbacks from the intersections and driveways. The space remaining was then divided by the average length of a car to determine the number of parking stalls that could potentially park on a

given block face. A visual check of the inventory was also performed using Google Earth to adjust the mathematical calculation to reflect unusual spacing characteristics between driveways, approaches to alleys, and/or no parking areas. Because on-street parking stalls are not marked in all locations, minor adjustments were made based on field observations. This parking supply was tabulated on a block face basis.

The off-street parking supply was initially determined by counting the parking stalls in open lots and adjacent to buildings using Google Earth. A field review was then performed to verify areas where parking spaces were unmarked or the use of a particular area was unclear from the aerial photograph.

In the Cap Sante Marina area, parking spaces were counted where stalls were marked on the pavement. In unpaved or unmarked areas, an estimate of the number of car spaces (or spaces for cars with trailers) were estimated by dividing the total parking lot area by the average area required for a car or for a car and trailer (including circulation area). Adjustments to these initial estimates were made based on observations of actual use collected during field counts.

Parking Occupancy

The number of cars parked were recorded on midweek weekday and weekend day in both the downtown and Cap Sante area. Counts on-street and off-street were made on two hour intervals starting at 8 AM through 6 PM and were recorded by block or blocks face.

On-street parking counts were performed by two teams of counters that drove within the study area counting the parked cars recording the count by block face for on-street parking and by block for off-street parking. The data on the parking occupancy sheets were then transferred to a spreadsheet where the number of occupied stalls on a block-by-block and subarea-by-subarea basis were summarized.

During the same time intervals, off-street parked cars were counted. Again, the teams drove to/through the off-street parking lots/areas while the counter counted the number of cars parked and recorded the data for each time interval. The parking data was again transferred to the spreadsheet for tabulation on a block-by-block basis. This same procedure was used to count the number of cars parked in the Cap Sante Marina area.

Parking Duration

The average duration for cars parked in downtown was surveyed on several block faces in the North retail core, the South retail core and the downtown fringe. These block faces were selected based on direction from city staff to ensure that such focused surveys were representative examples of each subarea. To measure parking duration, the last three characters on the license plates of cars parked along each of selected block face was recorded on hourly intervals between 8 AM and 6 PM. These studies were performed on the same mid-week day and weekend day as the parking occupancy studies.

At the end of the day, the license plate characters were compared from one hour to the next to determine the length of time that each vehicle stayed on the same block face. If the same license plate characters were observed in two consecutive hours it was assumed the average duration would be one hour. If the same license plate characters were observed on the same block face during four consecutive surveys, that same car was not observed during the fifth survey, it was assumed that the duration would be 4 hours even though it might have been slightly longer. The information for each block face on each day was organized into intervals ranging from 0 to 1 hour up to over six hours. No parking duration studies were performed in the Cap Sante Marine area

On- Street Parking Occupancy

Field Inventory Sheet

Area of Study _____

Date of Study _____ Surveyor _____

Day of the Week _____

Block-Curb Face	Time of Day					
	8:00 AM	10:00 AM	12:00 PM	2:00 PM	4:00 PM	6:00 PM
1A-1						
1A-2						
1A-3						
1A-4						
Time						
1B-1						
1B-2						
1B-3						
1B-4						
Time						
1C-1						
1C-2						
1C-3						
1C-4						
Time						
2A-1						
2A-2						
2A-3						
2A-4						
Time						
2B-1						
2B-2						
2B-3						
2B-4						
Time						
2C-1						
2C-2						
2C-3						
2C-4						
Time						
2D-1						
2D-2						
2D-3						
2D-4						
Time						

On- Street Parking Occupancy

Field Inventory Sheet

Area of Study _____

Date of Study _____ Surveyor _____

Day of the Week _____

Block-Curb Face	Time of Day					
	8:00 AM	10:00 AM	12:00 PM	2:00 PM	4:00 PM	6:00 PM
3A-1						
3A-2						
3A-3						
3A-4						
Time						
3B-1						
3B-2						
3B-3						
3B-4						
Time						
3C-1						
3C-2						
3C-3						
3C-4						
Time						
3D-1						
3D-2						
3D-3						
3D-4						
Time						
4A-1						
4A-2						
4A-3						
4A-4						
Time						
4B-1						
4B-2						
4B-3						
4B-4						
Time						
4C-1						
4C-2						
4C-3						
4C-4						
Time						

On- Street Parking Occupancy

Field Inventory Sheet

Area of Study _____

Date of Study _____ Surveyor _____

Day of the Week _____

Block-Curb Face	Time of Day					
	8:00 AM	10:00 AM	12:00 PM	2:00 PM	4:00 PM	6:00 PM
4D-1						
4D-2						
4D-3						
4D-4						
Time						
5A-1						
5A-2						
5A-3						
5A-4						
Time						
5B-1						
5B-2						
5B-3						
5B-4						
Time						
5C-1						
5C-2						
5C-3						
5C-4						
Time						
5D-1						
5D-2						
5D-3						
5D-4						
Time						

On- Street Parking Occupancy

Field Inventory Sheet

Area of Study _____

Date of Study _____ Surveyor _____

Day of the Week _____

Block-Curb Face	Time of Day					
	8:00 AM	10:00 AM	12:00 PM	2:00 PM	4:00 PM	6:00 PM
6A-1						
6A-2						
6A-3						
6A-4						
Time						
6B-1						
6B-2						
6B-3						
6B-4						
Time						
6C-1						
6C-2						
6C-3						
6C-4						
Time						
7A-1						
7A-2						
7A-3						
7A-4						
Time						
7B-1						
7B-2						
7B-3						
7B-4						
Time						
7C-1						
7C-2						
7C-3						
7C-4						
Time						
8B-1						
8B-2						
8B-3						
8B-4						
Time						

On- Street Parking Occupancy

Field Inventory Sheet

Area of Study _____

Date of Study _____ Surveyor _____

Day of the Week _____

8C-1						
8C-2						
8C-3						
8C-4						
Time						

Cap Sante Parking Occupancy

Area of Study _____

Date of Study _____ Day _____ Surveyor _____

Block-Curb Face	Time of Day					
	8:00 AM	10:00 AM	12:00 PM	2:00 PM	4:00 PM	6:00 PM
Time						
CS1-Auto						
CS1-RV						
CS1-Auto/Trailer						
CS1 Total						
Time						
CS2-Auto						
CS2-RV						
CS2-Auto/Trailer						
CS2 Total						
Time						
CS3-Auto						
CS3-RV						
CS3Auto/Trailer						
CS3 Total						
Time						
CS4-Auto						
CS4-RV						
CS4-Auto/Trailer						
CS4 Total						
Time						
CS5-Auto						
CS5-RV						
CS5-Auto/Trailer						
CS5 Total						
Time						
CS6-Auto						
CS6-RV						
CS6-Auto/Trailer						
CS6 Total						
Time						
CS7-Auto						
CS7-RV						
CS7-Auto/Trailer						
CS7 Total						
Time						
CS7-Auto						
CS7-RV						
CS7-Auto/Trailer						
CS7 Total						

Off Street Parking Occupancy

Field Inventory Sheet

Area of Study _____

Date of Study _____ Surveyor _____

Day of the Week _____

Block-Curb Face	Time of Day					
	8:00 AM	10:00 AM	12:00 PM	2:00 PM	4:00 PM	6:00 PM
1A-A						
B						
C						
D						
Time						
1B -A						
B						
C						
D						
Time						
1C-A						
B						
C						
D						
Time						
2A-A						
B						
C						
D						
Time						
2B-A						
B						
C						
D						
Time						
2C-A						
B						
C						
D						
Time						
2D-A						
B						
C						
D						
Time						

Off- Street Parking Occupancy

Field Inventory Sheet

Area of Study _____

Date of Study _____ Surveyor _____

Day of the Week _____

Block-Curb Face	Time of Day					
	8:00 AM	10:00 AM	12:00 PM	2:00 PM	4:00 PM	6:00 PM
3A-A						
B						
C						
D						
Time						
3B-A						
B						
C						
D						
Time						
3C-A						
B						
C						
D						
Time						
3D-A						
B						
C						
D						
Time						
4A-A						
B						
C						
D						
Time						
4B-A						
B						
C						
D						
Time						
4C-A						
B						
C						
D						
Time						

Off-Street Parking Occupancy

Field Inventory Sheet

Area of Study _____

Date of Study _____ Surveyor _____

Day of the Week _____

Block-Curb Face	Time of Day					
	8:00 AM	10:00 AM	12:00 PM	2:00 PM	4:00 PM	6:00 PM
4D-A						
B						
C						
D						
Time						
5A-A						
B						
C						
D						
Time						
5B-A						
B						
C						
D						
Time						
5C-A						
B						
C						
D						
Time						
5D-A						
B						
C						
D						
Time						

Off-Street Parking Occupancy

Field Inventory Sheet

Area of Study _____

Date of Study _____ Surveyor _____

Day of the Week _____

Block-Curb Face	Time of Day					
	8:00 AM	10:00 AM	12:00 PM	2:00 PM	4:00 PM	6:00 PM
Time						
6A-A						
B						
C						
D						
Time						
6B-A						
B						
C						
D						
Time						
6C-A						
B						
C						
D						
Time						
7A-A						
B						
C						
D						
Time						
7B-A						
B						
C						
D						
Time						
7C-1						
B						
C						
D						
Time						
8B-A						
B						
C						
D						

Off- Street Parking Occupancy

Field Inventory Sheet

Area of Study _____

Date of Study _____ Surveyor _____

Day of the Week _____

Time						
8C-A						
B						
C						
D						
Time						

Cap Sante Marina Parking Inventory

Summary Sheet

Date of Inventory _____
Day of the Week _____

Surveyor _____

Computerized Maps Count ☐
Field Count ☐

Lot Number	Trailer Parking	Estimated Parking Spaces (Unmarked)	Marked Parking Spaces	Disabled	Total
CS1					
CS2					
CS3					
CS4					
CS5					
CS6					
CS7					
CS8					

*estimated due to unmarked parking

On-Street Parking Duration

Summary Sheet

Area of Study _____

Date of Study _____ Surveyor _____

Day of the Week _____ Block-Curb Face _____

Parking Space	Time of Day									
	8:00	9:00	10:00	11:00	12:00	1:00	2:00	3:00	4:00	5:00
1										
2										
3										
4										
5										
6										
7										
8										
9										
10										
11										
12										
13										
14										
15										
16										
17										
18										
19										
20										
21										
22										
23										
24										
25										
26										
27										
28										
29										
30										

Duration (hours)	1	2	3	4	5	6	7	8	9
Number of Cars									

Public Comments received
8/23/18 - 9/5/18

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From: [Measamer, Don](#)
To: ["Arlene French"](#)
Cc: [Grage, Libby](#)
Subject: RE: Comment on ADU
Date: Tuesday, August 28, 2018 11:45:05 AM

Thank you Arlene, We will include your comments moving forward with the draft development regulations review.

Best regards,

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: Arlene French [mailto:a_bfrench@msn.com]
Sent: Tuesday, August 28, 2018 11:29 AM
To: Measamer, Don <don@cityofanacortes.org>
Subject: Comment on ADU

Hi Don,

I don't know if my comments are too late, but if possible, can you pass this along to the Planning Commissioners and/or the City Council.

It is my opinion that Non-Owner ADU's should **not** be allowed. The whole idea for an ADU is to create an Accessory Dwelling Unit. The owner must be living in the primary or accessory unit or it is no longer an ADU, it becomes a duplex with an absentee landlord.

As for enforcement, I thought that an annual acclamation of residence is required, so that if there is a complaint that it is being abused, there is a legal means for code enforcement. Either a building is a Duplex or an ADU, the definition should be clear.

Thank you,

Arlene French
1411 8th Street
Anacortes WA 98221
360-293-0142

From: [Cynthia Richardson](#)
To: [Grage, Libby](#)
Cc: [Measamer, Don](#)
Subject: comments on Division 6, Draft 2
Date: Wednesday, September 5, 2018 8:57:23 AM
Attachments: [COMMENTS ON DRAFT 2 DIVISION 6.docx](#)

Libby,

In advance of the next Planning Commission meeting, here are some comments on Division 6 for consideration.

Cynthia Richardson
315 V Avenue
Anacortes, WA 98221

COMMENTS ON DRAFT 2, DIVISION 6

The use of undefined (and possibly undefinable) terms throughout the **design standards** is problematic and will inevitably create problems for staff in enforcing the code. Here is an example from 19.61.170 *High Visibility Street Corners*:

2. At least one of the following **special** features must be included
 - a. Corner plaza.
 - b. Cropped building corner with a **special** entry feature.
 - c. **Decorative** use of building materials at the corner.
 - d. **Distinctive** façade articulation.
 - e. **Sculptural** architectural element.
 - f. Other **decorative** elements that meet the intent of the standards.

Who defines what is *decorative* or *distinctive* or *sculptural* or *special*?

Almost anything can be defined as a "decorative" use of building materials.

What if I tack on a random variety of unrelated materials and say that I consider them decorative?

What about a building with "decorative" fluorescent purple and orange stripes and red flowers?

Unlikely, but where do you draw the line?

Each of the following examples technically meets the standard, therefore would warrant approval:

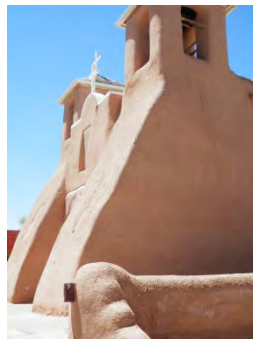
corner plaza, special entry feature



distinctive articulation



sculptural architectural element



distinctive articulation



Under what circumstances would a proposed design be approved or rejected?

Do we want to encourage consistency? Do we want to encourage flexibility and innovation?

What is the intent of the design standards? If the intent of the design standards is to encourage some general consistency, then as-written this is not assured. Wishy-washy standards cannot be enforced. But strict standards limit creativity and innovation and don't respond to changing public preferences.

Suggest deleting the requirement for a building to be within 20' of the corner - why not a 25' or 30' courtyard? Could prohibit parking at the corner.

19.60.020 Additions

This requires additions to existing buildings throughout the city to meet new standards for building elements/**details and materials** - with no consideration given to matching the architectural character and materials of the existing structure. This can create jarring incompatibilities - for example, where the new standard is for stone or brick but the existing building is wood.

Particularly for historic buildings, integrating the design of an addition with the aesthetics and materials of the existing structure should be encouraged.

Table 19.61.030

Locating **parking on the side or behind a building** is not practical in many cases. This should be a suggested location, not a requirement.

As written, departures are only allowed for corner lots or unusual lot shapes. Departures should also be allowed for narrow and small lots and topographical constraints. Departures should also be allowed to promote consistency where the block has an established pattern of street-side parking.

On a narrow lot there may not be room for a building with parking beside it. Putting parking behind the building requires using a 20' wide strip of land for a driveway, plus a sidewalk for the pedestrians alongside the driving lanes. Adjacent properties should be encouraged to utilize a shared driveway (via easements) for access to parking beside or behind buildings to reduce paved area.

A person parking behind a building has to either go in the "back door" or walk all the way around to the front door. So in an effort to appeal to the person walking by on the sidewalk, employees and customers are inconvenienced every day. Wheelchair access to the front door becomes problematic. Parking in front of a building provides direct access to the building, with handicapped parking right by the front door. With attractive landscaping, it can be pleasant for the pedestrian walking by on the sidewalk.

19.62.070 C Screening service areas

Why must the fence be set back an additional 5' with landscaping just because there is a dumpster or transformer behind it? As long as the dumpster is concealed by the fence or wall, that 5' might be better utilized for the open space or parking elsewhere on the lot.

19.63.030

I disagree with the prohibition of **generic, corporate architectural design** and corporate identity features. Some corporate icons are attractive and could fit in, others are not. We should define what is required and acceptable, and if the corporate model fits, that's fine. If it doesn't, it must be modified to comply.

Whether it's an iconic building of a local business or an internationally recognized mega-company, or a "franchise convenience use" is irrelevant. We're not regulating who owns the building, we're regulating design standards. Whether or not it can be adapted to other uses is also irrelevant - many buildings can't easily be adapted (for example, a gas station).

To assume that "*generic, corporate architectural design*" is bad and "*degrades the character and identity of Anacortes*" implies that Anacortes has a consistent character and identity capable of being degraded. In fact, Anacortes has a diverse collection of miscellaneous generic architectural styles built over the past century. In many blocks, an attractive corporate identity building would be a welcome addition.

19.40.050 - Industrial zones

The various zones are grouped into Residential, Mixed-use, and Industrial in the code, in both the text and the use tables. Using the word "Industrial" in this context (referring to a group of various uses) is confusing because it is also the title of a specific zone. A different word should be used when not referring specifically to the Industrial (I) zone. In some places, the term "manufacturing" may be appropriate. In other places, "non-residential" may be a better descriptor - especially in the title of the groups of zones. Many of the uses listed are really not industrial or manufacturing, but they are definitely non-residential, so that is a more appropriate term. (See my comments from draft 1.)

"Site area" means the total horizontal area within the property lines **excluding external streets**, ?? Of course, external streets are outside the property lines. Was this intended to mean *internal* streets in a development?

Submitted @ 9/12/18
PC Meeting by
Cynthia Richardson

Chapter 17.20 CENTRAL BUSINESS USE DISTRICT (CBD)

17.20.110 Building standards.

A. In order to make large new buildings compatible with the scale of existing city development, and create a pedestrian-friendly environment, the apparent size of buildings and parking areas shall be broken down to relate to human scale by the following means:

B. If a building facade exceeds fifty feet in length, it shall be broken down into smaller elements by jogging the wall in or out a minimum of four feet for at least ten feet of length, or by adding an element such as a porch, recessed entry, bay window, projecting trellis or similar substantial architectural feature at least four feet deep by ten feet wide by one-story high, at intervals so that no continuous wall plane is more than fifty feet in length.

C. If a building exceeds twenty feet in height, its apparent height shall be modulated wherever it is within ten feet of a sidewalk, plaza, courtyard, or similar pedestrian area, by adding shorter (twenty feet or less) building elements such as a wing of the building, arcade, trellis, lower roof overhang, horizontal projection at least two feet deep, awning, balcony or other architectural feature to reduce the apparent height to a more human scale.

D. If a building wall is within twenty feet of a sidewalk, plaza, courtyard, or similar pedestrian area, it shall incorporate human-scale elements such as windows, arcades, lower roof overhangs, small-scale textural and color changes, moldings, balconies, projecting and recessed elements, doorways, landscaped areas, trellises, artwork and/or other small-scale architectural features so that people will not be walking past large blank wall surfaces.

E. Primary building entrances shall be clearly visible from streets, pedestrian ways and parking areas, with recessed or covered entrance areas to protect people from the rain. Projects shall be designed to facilitate pedestrian access, with pedestrian walkways connecting building entrances to adjacent public ways in locations which provide access to pedestrian street crossings.

F. Service and loading areas shall be located away from the primary parking and pedestrian areas to minimize conflicts. Dumpsters, loading platforms, storage areas, and similar functions shall be screened from direct view from pedestrian areas by attractive view-obstructing fencing or dense landscaping.

G. Parking lots in this zone shall provide landscaped areas distributed throughout the parking areas, totaling not less than five percent of the parking lot area, in addition to the perimeter landscaping required by subsection [17.46.080\(A\)](#). In order to limit impervious surface and avoid excessively large parking areas, parking lots in the CBD zone shall not exceed the minimum number of spaces required for each use under Chapter [17.46](#) by more than ten percent. (Ord. 2794 § 1 (Att. A), 2008; Ord. 2592 Att. A § 13, 2002)

17.20.120 Basic design standards.

The following requirements shall apply to a building or complex of buildings exceeding fifty thousand square feet in gross floor area, because of the potential for a large structure to overwhelm and dominate this section of the city, to the detriment of existing uses and smaller businesses:

A. To visually modulate the vast expanses of parking required for a large building, an added two percent of the parking lot areas shall be developed in landscaping, in addition to the basic parking lot landscaping requirement for this zone. The landscaping plan for the project must be approved by the planning commission.

B. Parking shall be broken into several smaller parking lots, and buildings shall have entrances on more than one side, to reduce walking distances and to reduce the apparent expanse of the parking lots.

C. To visually modulate the greater size of the building, all sides of the building shall either meet the building standards for being within twenty feet of a pedestrian area or shall be partially screened by landscaped areas not less than five feet in width, with at least one tree for each thirty feet of facade length. (Ord. 2794 § 1 (Att. A), 2008; Ord. 2592 Att. A § 12, 2002)

17.20.130 Commercial Avenue street frontage.

The following guidelines shall apply to all new buildings in the CBD fronting on Commercial Avenue. Buildings being remodeled or renovated, and those fronting on other streets shall follow these guidelines where feasible, unless doing so would be incompatible with the historic character of the existing buildings.

A. No parking lots, vehicular building entrances or loading areas, garbage or recycling containers or parking lot entrances shall be allowed on Commercial Avenue.

B. All buildings fronting on Commercial Avenue in the CBD zone shall be built so that the front façade of the building is on the property line, or it may be set back up to a maximum of ten feet from the front property line if incorporating a public feature such as a sidewalk café or mini-park.

C. To promote the pedestrian and retail focus of this district, the portion of all facades between two feet and ten feet above the ground floor level and facing Commercial Avenue shall be a minimum of seventy-five percent transparent glass and shall include the primary building entrance(s).

D. Buildings shall be configured so that the entire front portion of the ground floor fronting on Commercial Avenue, to a minimum depth of forty feet, is suitable for retail, restaurant, or other uses serving the general public.

E. To shelter pedestrians, building awnings or canopies are encouraged where appropriate. Horizontal canopy/awning (not a fabric awning or sloping roof) extending a minimum of six feet over the Commercial Avenue sidewalk, at approximately the same height above the sidewalk as the nearest existing awnings on either side. If there are no existing canopies in that block, a height generally consistent with other canopies in the CBD may be approved.

F. Windows on upper stories shall have a vertical orientation, with window height being at least one and one-half times the width. (Ord. 2812 § 1 (Att. A), 2010; Ord. 2794 § 1 (Att. A), 2008)