



Anacortes City Council
Municipal Building Council Chambers
904 Sixth Street

TUESDAY, February 21, 2017
6:00 p.m.

PRELIMINARY AGENDA

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Announcements and Committee Reports**
 - a. Parks & Recreation Committee
 - b. Public Works Committee
4. **Public Comment**
5. **Consent Agenda (Action)**
 - a. Minutes of February 13, 2016
 - b. Approval of Claims in the amount of: \$541,294.29
 - c. Contract Award: LED Lighting Products, Fixtures and Lamps for City Facilities (17-023-RES-001)
6. **Public Hearings**
 - a. Closed Record Public Hearing: CUP-2016-1004, Conditional Use Permit Application to Permit Lot #2 of a Proposed Two-lot Short Plat to be Served by a Twenty Foot Wide Private Street within a Twenty-two Foot Wide Private Easement (Discussion/Possible Action)
7. **Other Business**
8. **Adjournment**

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

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



Anacortes City Council

Proposed Agenda Items for the Next Eight Weeks Beginning February 27, 2017

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

February 27, 2017

- Contract Award: Heart Lake Road Repair
- Conservation Easement Program Update (Discussion)

March 6, 2017

March 13, 2017

March 20, 2017

March 27, 2017

April 3, 2017

April 10, 2017

April 17, 2017

Upcoming City Council Committee Meetings

The public is welcome to attend City Council Committee Meetings.

- Public Works, Tuesday, Feb 21, 2017, 5:00 PM, Public Works Director's Office, City Hall
- Finance, Wednesday, Feb 22, 2017, 5:00 PM, Johnny Picasso's, 501 Commercial Avenue
- Planning, Monday, Feb 27, 2017, 5:00 PM, Main Conference Room, City Hall
- Housing Affordability & Community Services, Thursday, Mar 2, 2017, 1:30 PM, Main Conference Room, City Hall
- Public Works, Monday, Mar 6, 2017, 5:00 PM, Public Works Director's Office, City Hall
- Finance, Wednesday, Mar 8, 2017, 5:00 PM, Johnny Picasso's, 501 Commercial Avenue
- Planning, Monday, Mar 13, 2017, 5:00 PM, Main Conference Room, City Hall

City Council Minutes – February 13, 2017

Mayor Laurie Gere called to order the regular Anacortes City Council meeting of February 13, 2017 at 6:00 p.m. Councilmembers Eric Johnson, Ryan Walters, Erica Pickett, Brad Adams, John Archibald and Matt Miller were present. Councilmember Liz Lovelett was absent. The assembly joined in the Pledge of Allegiance.

Announcements and Committee Reports

Tulip Festival Presentation: Darene Follett, Treasurer of the Skagit Valley Tulip Festival board, introduced festival Executive Director Cindy Verge. Ms. Verge thanked Anacortes for its ongoing support of the festival and presented Mayor Gere with a framed 2017 Tulip Festival poster by Bellingham artist Trish Harding.

Anacortes Family Center Presentation: Executive Director Dustin Johnson introduced Anacortes Family Center board members Bonnie Bowers, Vicki Stasch, Warren Tessler, and Leona Bratz. He thanked Anacortes for its generous support of the Family Center. Mr. Johnson shared a slide presentation summarizing new services and programs being offered by the Center. His presentation was added to the packet materials for the meeting. He cited statistics demonstrating the effectiveness of AFC programs at helping clients establish employment and permanent housing, reduce dependence on social services, and ensure personal safety and wellness for themselves and their families.

Port/City Liaison Committee: Ms. Pickett reported on the presentation from the U.S. Navy about the new Growlers that will be flying out of NAS Whidbey.

Planning Committee: Mr. Walters reported that the committee meeting scheduled for earlier in the evening had been cancelled.

Public Comment

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

Consent Agenda

Mr. Walters removed Item 5a, Minutes of February 6, 2017, from the Consent Agenda. Mr. Johnson moved, seconded by Ms. Pickett, to approve the following Consent Agenda items. The motion passed unanimously by voice vote.

- b. Approval of Claims in the amount of: \$499,327.53
- c. Contract Award: 2017 Sanitary Sewer Improvements Project (16-074-SEW-001)
- d. Contract Award: 2017 Slurry Seal (17-004-TRN-001)
- e. Findings of Fact, Conclusions of Law and Decision: CUP-2016-1002, Two 1.5-million-gallon Water Tanks/Reservoirs at Blue Heron Circle
- f. Street Fair Applications: Fools Run at Night, Anacortes Arts Festival Spring Fest, Shipwreck Days

The following vouchers/checks were approved for payment:
Check numbers: 83783 through 83822, total \$159,835.70
EFT numbers: 83731 through 83782, total \$289,202.77
Wire transfer numbers: 212367 through 213086, total \$23,143.01

a. Minutes of February 6, 2017

Mr. Walters moved, seconded by Mr. Archibald, to approve the minutes of February 6, 2017 corrected to strike the last sentence of second paragraph on page 4. The motion passed unanimously by voice vote.

OTHER BUSINESS

Anacortes Bike/Pedestrian Advisory Committee Update Presentation

City Engineer Eric Shjarback and members of the Anacortes Bike/Pedestrian Advisory Committee updated Council on the Committee's recent achievements and upcoming activities. Their slide presentation was added to the packet materials for the meeting. Mr. Shjarback announced that the city had recently been awarded a \$250K Transportation Improvement Board grant, part of which would be dedicated to the new neighborhood greenways project. He shared a list of potential projects that would help move Anacortes from Bronze to Silver classification as a Bicycle Friendly Community from the League of American Bicyclists. Committee member John Pope introduced the neighborhood greenway project which would direct cyclists and pedestrians to quiet residential roads and leave busy arterials to motorized traffic. Mr. Pope explained that this is a very cost effective way to connect neighborhoods and improve safety for all transportation modes. He outlined the economic benefits of greenways which encourage local purchasing, attract skilled professionals, and draw tourists. He displayed a map depicting the proposed South Hill Greenway and West 2nd Neighborhood Greenway. Committee member Warren Tessler reported on the annual Open Streets event held in Anacortes each summer with increasing success each year. Committee member Steve Jahn introduced the concept of the Art Walk Friday Street Plaza which would close Commercial Avenue to vehicles between 4th and 6th Streets on three first Friday Art Walks during the summer from 6 to 9 p.m. to enhance the financial success and community enjoyment of the event. Mr. Jahn reported that contact with the businesses in those blocks had been entirely positive. Several councilmembers voiced support of the greenway concept and the Art Walk Street Plaza.

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

WSDOT Noise Variance Request for 2017 Paving Project

Planning Director Don Measamer presented a request from WSDOT for a noise variance for up to 30 non-consecutive nights of work between May and November 2017 during the SR20 paving project. He explained that nighttime work would minimize traffic impacts during the day along the busy corridor. Mr. Measamer said that WAC 173-60-080 allows the city to issue such a variance for up to 30 days without holding a public hearing if special circumstances prevent compliance with WAC 173-60-040 establishing maximum permissible environmental noise levels. He enumerated the mitigation measures proposed by WSDOT. Mr. Measamer reported staff's finding that the proposed mitigation measures met the requirements. He recommended granting the variance.

Mr. Walters asked if equipment backup alarms could be better mitigated. WSDOT Project Engineer Shane Spahr explained the limited but necessary use of the alarms. Mr. Miller urged WSDOT to make sure to communicate to residents along the route when and where work would be occurring at night. Mr. Spahr concurred and said the Nighttime Work Mail Notification was typically distributed about two weeks ahead of the work.

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

Mr. Walters moved, seconded by Mr. Archibald, to find that special circumstances exist preventing compliance with requirements and approve the requested noise variance for up to 30 nights of work

between May and November 2017. Vote: Ayes – Walters, Pickett, Adams, Archibald, Miller and Johnson. Motion carried.

Daniels Field Turf Installation Update

Parks and Recreation Director Gary Robinson recalled prior discussions of the turf project at City Council meetings on June 27, 2016, July 5, 2016 and October 10, 2016. He reported that the field subsurface had been prepared. He asked for a decision on the turf material, on funding for the turf, and for a revised agreement with the Parks Foundation. Mr. Robinson discussed the studies performed by various groups regarding health effects of crumb rubber and cited a recent study by the Washington State Department of Health concluding that available research does not indicate a significant health risk due to exposure to crumb rubber playing fields. He said coated crumb rubber encapsulates most if not all of the potentially harmful compounds and recommended proceeding with that product which provides additional health protection and also durability at a reasonable cost. Councilmembers Pickett, Miller, and Adams voiced support of that choice.

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

Mr. Robinson responded to questions from Mr. Walters and Mr. Archibald regarding the total cost of the field project, the differential cost of different turf materials, and the balance of park impact fees. Mr. Adams observed that the Daniels family had added \$150K to their original donation of \$500K for the turf project. Mr. Robinson thanked the Daniels family for their generous donations to the park over the years.

Ms. Pickett moved, seconded by Mr. Johnson, to go forward using the coated crumb rubber and to allocate \$50,000 of park impact fees to the project. Mr. Walters supported the material choice but said he was not comfortable allocating funding outside the budget process without a firm impact reserve fee balance figure. Mr. Walters asked unanimous consent to amend the motion to add acceptance of the modified Memorandum of Understanding with the Anacortes Parks Foundation which was included in the packet materials for the meeting. Ms. Pickett agreed to the amendment and no councilmembers objected. Vote on amended motion: Ayes – Pickett, Adams, Archibald, Miller and Johnson. Nays – Walters. Motion carried.

Ordinance 3001: Temporary Parking for Guemes Ferry Haul Out

City Attorney Darcy Swetnam presented Ordinance 3001 to carry out the terms presented by Skagit County for traffic control and parking during the Guemes Ferry haul out between February 28, 2017 and March 28, 2017. She clarified that the ordinance would only be effective from 5:00 p.m. February 27 through 8:00 a.m. on March 29. Ms. Swetnam outlined the traffic flow and parking changes as per the plan presented by Skagit County to City Council on January 23, 2017. She advised that Paragraph F of the ordinance would need to be altered to identify violation of the ordinance as an infraction rather than a misdemeanor.

Mr. Miller moved, seconded by Mr. Archibald, to adopt Ordinance 3001 temporarily amending traffic and parking on 6th Street and H Avenue during the Guemes Haul-out, correcting paragraph F to make violation an infraction rather than a misdemeanor. Mr. Walters said that either the class of the infraction or the amount of the penalty also needed to be specified and suggested a penalty of \$50 based on other infractions in AMC 12. Ms. Swetnam concurred.

Mr. Adams asked if there was sufficient room for parking on the north/west side of H Avenue with the large boulders that had been placed there. Mr. Shjarback said the one lane of one-way traffic should allow space for parking. No one present was able to identify how or when the boulders were placed. Mr. Adams asked Mr. Shjarback to find out, to report back, and to ensure that there was sufficient space to park.

Mr. Walters proposed to amend the motion to specify a \$50 penalty for violating the ordinance. Mr. Miller accepted that amendment, seconded by Mr. Archibald. Vote on amended motion: Ayes – Adams, Archibald, Miller, Johnson, Walters and Pickett. Motion carried.

Resolution 1984: Special Market Condition for Purchase of Directional Drilling Equipment

Public Works Director Fred Buckenmeyer presented a resolution declaring a special market condition for the purchase of a used directional boring machine for use by the Water Department. Mr. Buckenmeyer explained the need for the equipment and the advantageous pricing available for this particular machine which would be used for both water and fiber optic telemetry projects. He recommended adoption of the resolution. Upon questioning by Mayor Gere, Mr. Buckenmeyer confirmed that the equipment would be inspected by a certified dealer before the sale was concluded and that sufficient funds remained in the budget for the purchase.

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

Mr. Johnson moved, seconded by Mr. Archibald, to approve **Resolution 1984** approving the special market condition purchase of the used directional boring machine. Vote: Ayes – Archibald, Miller, Johnson, Walters, Pickett and Adams. Motion carried.

Resolution 1963: Establishing Fees for the Storm Water Utility and Ordinance 2979 Removing Storm Rates from AMC and Defining Impervious Surface Units

Mr. Buckenmeyer presented additional information that had been requested by councilmembers during previous consideration of this topic at the February 6, 2017 City Council meeting. His revised slide presentation was added to the packet materials for the meeting including three alternative rate scenarios. Mr. Buckenmeyer requested consensus on which rate structure was preferred so staff could begin the public outreach effort.

Mr. Buckenmeyer then explained in some detail the three scenarios, each of which showed the proposed monthly rate per ERU for residential, commercial, and HM/LM1 zone customers each year from 2017 through 2030. Each scenario also displayed the portion of total stormwater revenue that would be contributed by those three classes of customers as well as the total projected annual revenue, operating expenses, capital expenses, reserve balance and targeted reserved balance for the utility.

Councilmembers discussed the scenarios in depth, including the relative merits of steeper versus more gradual rate increases, immediate versus delayed rate increases, the rate at which HM/LM1 customer rates would be brought into alignment with the rest of the city, and the effect of each scenario on the rate of required capital improvements and fund balance targets established by policy. Mr. Buckenmeyer reminded that all the scenarios included revising the ERU from 2000 SF to 3600 SF and charging all commercial customers for their actual equivalent ERU. He recommended scenario 3, which would put rate adjustments into effect as of January 2018 and provide more time for public outreach prior to the increase. Councilmembers asked the impact of each scenario on typical commercial customers. Mr. Buckenmeyer shared slides presenting that information. Ms. Pickett and Mayor Gere observed that Anacortes comprises far more residential than commercial acreage so shifting stormwater management funding more towards residential customers was more equitable. Mr. Archibald and Mr. Miller said they preferred the second scenario. Mr. Adams and Ms. Pickett preferred the third scenario. Mr. Walters preferred a modified second scenario, with a July 2017 increase to \$7.50 rather than \$9 per ERU. Mr. Johnson spoke to the different strengths of both the second and third scenarios.

Mr. Johnson asked Mr. Buckenmeyer to explain the reserve balance projections included in the scenarios. Mr. Walters encouraged his colleagues to adopt a multiple year fee schedule once a scenario was chosen, rather than requiring annual Council action to set the rates.

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

Public Works Project Update

Mr. Buckenmeyer referenced the list of 2017 public works projects included in the packet materials for the meeting. Mr. Shjarback and Assistant Public Works Director Matt Reynolds described each of the listed projects. Mr. Buckenmeyer then briefly listed additional non-project related items including Cartegraph asset management implementation, fiber telemetry, Skagit river upstream turbidity sensors, Water Treatment Plant intake screens, Water Treatment Plant manual operation manual, illicit discharge efforts, propane vehicles, and an electric vehicle pool car. Mr. Johnson asked that the project list be posted on the city's website.

Mayor Gere invited members of the audience to comment on this agenda item. Patrick O'Hearn commented in support of the cape seal project.

There being no further business, at approximately 9:15 p.m. the Anacortes City Council meeting of February 13, 2017 was adjourned.

The following claims against the City of Anacortes have been preaudited and certified by the Clerk-Treasurer as ready for City Council approval at the February 21, 2017 City Council meeting:
[Download this file in OpenDocument spreadsheet format.](#)

Invoice Doc #	Transaction Date	Invoice #	Vendor #	Vendor Full Name	Description	Total Amount
213118	12/22/2016	US-PSI-545107	09898	SOFTWAREONE INC	WINDOWS SERVER STANDARD LICENSE	\$621.05
212705	12/26/2016	SEPI-17-000046	08246	AERZEN USA INC.	STANDARD REBUILT BLOWER STAGE, V BELTS	\$10,660.74
211955	1/5/2017	0166096-IN	06422	NURNBERG SCIENTIFIC	PIPETS, ORP STANDARD, MFC BROTH,	\$490.42
211949	1/9/2017	0166215-IN	06422	NURNBERG SCIENTIFIC	STIRBARS, WEIGH PAPER, STARCH INDICATOR	\$278.17
212077	1/10/2017	04549	10139	JB INDUSTRIAL SALES, LLC	LORAX ASH PUMP TUBE	\$904.15
211952	1/13/2017	17-00773	00850	EDGE ANALYTICAL, INC	FINAL EFFLUENT ANNUAL NPDES TESTING	\$1,589.47
212034	1/18/2017	G644461	02027	HD SUPPLY WATERWORKS	PTM-1NL 3/4 BRS INSERT	\$5,275.65
213279	1/19/2017	17-00774	00850	EDGE ANALYTICAL, INC	PLANT INFLUENT TESTING	\$201.00
213153	1/19/2017	5445	01694	MCCORMACK'S CLASSIC CARS	REPAIRS TO LEFT FENDER- VEH #173	\$724.95
213274	1/20/2017	638 000 0000 0	00494	CASCADE NATURAL GAS CORP.	CEMETERY - 12/17/16-01/19/17	\$140.70
213222	1/20/2017	115999	10177	INFOSEND, INC.	MONTHLY STATEMENT PROCESSING	\$3,597.86
213152	1/20/2017	5446	01694	MCCORMACK'S CLASSIC CARS	REPLACE DOOR CHECK ON VEH #173	\$125.86
213272	1/20/2017	9779035563	07342	VERIZON BUSINESS	SCADA COMMUNICATIONS	\$851.96
212358	1/23/2017	452805	09999	PUBLIC SAFETY SOURCE	LAPTOP MOUNTS AND CONSOLE PARTS FOR 3	\$1,738.80
213116	1/23/2017	5455	01694	MCCORMACK'S CLASSIC CARS	REPAIRS TO VEH #021	\$1,295.49
213141	1/24/2017	Costco +	09510	SHEPHERD, DOUG	2 GALLONS GAS - CERT GENERATOR, 4 PK	\$25.95
212646	1/24/2017	1300112553	08590	NEWEGG BUSINESS INC	HARD DRIVE DOCKING STATION	\$64.99
212640	1/24/2017	1300112026	08590	NEWEGG BUSINESS INC	INTERNAL COMPUTER DRIVE	\$184.98
212641	1/24/2017	B06027091	10017	SHI INTERNATIONAL CORP.	MICROSOFT SURFACE PRO 4 TABLETS WTP	\$2,223.84
212642	1/25/2017	10143266790	03318	DELL MARKETING LP	6 OPTIPLEX 3240 AIO BTX COMPUTER SYSTEMS	\$7,373.14
212644	1/25/2017	1300115550	08590	NEWEGG BUSINESS INC	DELL 24" LCD MONITORS	\$199.98
212638	1/25/2017	111-7103679-7794642	08811	AMAZON.COM	DYMO LABEL WRITER LABEL PRINTER - IT	\$52.07
213161	1/25/2017	0166761-IN	06422	NURNBERG SCIENTIFIC	ORP STANDARD, MFC BROTH, AMMONIA	\$273.55
212639	1/25/2017	111-7340696-7956252	08811	AMAZON.COM	TONER CARTRIDGE - BECKY - COURT	\$91.90
212643	1/25/2017	10143266802	03318	DELL MARKETING LP	WTP OPTIPLEX 3240 COMPUTER SYSTEM	\$1,125.60
212961	1/26/2017	1300115799	08590	NEWEGG BUSINESS INC	COMPUTER ADAPTER	\$17.99
212645	1/26/2017	1300117001	08590	NEWEGG BUSINESS INC	DELL 24" LCD MONITOR - FACILITIES	\$199.98
212962	1/26/2017	1300115931	08590	NEWEGG BUSINESS INC	ETHERNET CONNECTOR	\$55.12
212963	1/26/2017	10143288153	03318	DELL MARKETING LP	FACILITIES OPTIPLEX 7040 COMPUTER SYSTEM	\$1,077.10
212621	1/26/2017	G674508	02027	HD SUPPLY WATERWORKS	FS1-745-12.5 SS RC 6X12 (WAS	\$110.52
213172	1/26/2017	372115	02668	SUN BADGE CO.	UNIFORM BADGE; SUPPORT OFFICER	\$100.75
212964	1/27/2017	1300118751	08590	NEWEGG BUSINESS INC	COMPUTER CONNECTORS AND ADAPTERS	\$49.26
212966	1/27/2017	1300120950	08590	NEWEGG BUSINESS INC	ETHERNET PARTS	\$116.19

Invoice Doc #	Transaction Date	Invoice #	Vendor #	Vendor Full Name	Description	Total Amount
213203	1/27/2017	6177	08361	CONTEC SYSTEMS INDUSTRIAL CORP	H/W & S/W DAS SYSTEM FOR WWTP INCINERATOR	\$14,367.00
212965	1/27/2017	1300120647	08590	NEWEGG BUSINESS INC	NETWORK PLUGS	\$28.97
212956	1/27/2017	111-3080729-6446622	08811	AMAZON.COM	PNY 2.5" SATA III INTERNAL DRIVE - IT	\$325.44
212967	1/27/2017	avdeals2014	10184	US BANK	RUGGED IPAD CASES	\$160.00
213038	1/28/2017	360-293-5868-1006005	07909	FRONTIER COMMUNICATIONS	APD 1/28-2/27/17	\$333.96
212873	1/28/2017	360-299-6615-0615165	07909	FRONTIER COMMUNICATIONS	APD 911 LINE 1/28-2/27/17	\$77.07
212874	1/28/2017	253-006-0176-1214945	07909	FRONTIER COMMUNICATIONS	APD ADDL DS1 LINE 1/28-2/27/17	\$369.18
212864	1/28/2017	360-293-4900-0912865	07909	FRONTIER COMMUNICATIONS	APD BAC LINE 1/28-2/27/17	\$75.31
212868	1/28/2017	360-588-1422-0822015	07909	FRONTIER COMMUNICATIONS	APD BUSINESS LINE 1/28-2/27/17	\$285.58
212869	1/28/2017	360-293-4684-0619005	07909	FRONTIER COMMUNICATIONS	APD BUSINESS LINE/SUMMARY BILL 1/28-2/27/17	\$71.35
212872	1/28/2017	253-004-9336-0614005	07909	FRONTIER COMMUNICATIONS	APD DS1 LINES 1/28-2/27/17	\$357.65
212866	1/28/2017	253-009-1310-0919005	07909	FRONTIER COMMUNICATIONS	APD FRAME RELAY 1/28-2/27/17	\$84.22
212870	1/28/2017	253-011-6037-1018005	07909	FRONTIER COMMUNICATIONS	APD VOICE GRADE CIRCUITS 1/28-2/27/17	\$40.38
212846	1/28/2017	360-293-3725	07909	FRONTIER COMMUNICATIONS	DEPOT PHONE 1/28-2/27/17	\$56.42
212903	1/28/2017	360-293-6955-1009035	07909	FRONTIER COMMUNICATIONS	GUEST INTERNET LINE: 1/28 - 2/27	\$66.77
212958	1/28/2017	111-4904811-5411406	08811	AMAZON.COM	LEARNING ELK STACK BOOK - GERARDO	\$48.81
213052	1/28/2017	360-299-2484-0726025	07909	FRONTIER COMMUNICATIONS	LIBRARY PHONE 1/28-2/27/17	\$51.90
212957	1/28/2017	111-0322579-3643470	08811	AMAZON.COM	MASTERING WINDOWS BOOKS - GERARDO - IT	\$107.67
212885	1/28/2017	360-293-4224-1011005	07909	FRONTIER COMMUNICATIONS	MUNICIPAL COURT FAX 1/28-2/27/17	\$91.23
212968	1/28/2017	181291989	03318	DELL MARKETING LP	OPTIPLEX 3240 AIO BTX	\$1,125.60
213014	1/28/2017	253-014-9093-0826095	07909	FRONTIER COMMUNICATIONS	RADIO TONE LINE 1683: 1/28 - 2/27	\$61.14
212913	1/28/2017	206-020-3556-0826095	07909	FRONTIER COMMUNICATIONS	RADIO TONE LINE 1696: 1/28 - 2/27	\$61.14
212906	1/28/2017	360-293-0161-0122995	07909	FRONTIER COMMUNICATIONS	STA 2 FAX: 1/28 - 2/27	\$65.58
212902	1/28/2017	360-293-9063-0926075	07909	FRONTIER COMMUNICATIONS	STA 3 PHONE/FAX: 1/28 - 2/27	\$99.01

Invoice Doc #	Transaction Date	Invoice #	Vendor #	Vendor Full Name	Description	Total Amount
213110	1/28/2017	360-299-0813-1017915	07909	FRONTIER COMMUNICATIONS	WWTP PHONE BILL - 360-299-0813-1017915	\$426.44
213147	1/30/2017	MV157290	01801	MOTOR TRUCKS INC	PART FOR VEH #601	\$39.82
213240	1/30/2017	6054135	09975	EVANCED	SOFTWARE RENEWAL	\$642.00
213122	1/30/2017	1195513	09237	WASHINGTON TRACTOR, INC	WATER PUMP	\$525.10
213239	1/31/2017	052-0010-00 Jan Ops	00147	ANACORTES, CITY OF	2201 37TH ST. OPS WATER, SEWER,	\$906.38
213162	1/31/2017	IH1/13/17	01364	ISLAND HOSPITAL	AMBULANCE O2 FOR JANUARY	\$32.79
213241	1/31/2017	0000511453	01958	OCLC, INC	CATALOGING, ILL, FIRSTSEARCH/WORLDCAT DISCOVERY	\$334.47
213159	1/31/2017	3807	10513	NATIONAL TESTING NETWORK	CPAT FOR VOLUNTEERS HAFFNER, ZELLER	\$250.00
213217	1/31/2017	76052676	02154	150-PRAXAIR DISRIBUTION INC	CYLINDER RENTAL FOR WWTP	\$217.29
213160	1/31/2017	1/31/17	01364	ISLAND HOSPITAL	DECEMBER 2016 AMBULANCE SUPPLIES & O2	\$3,027.54
212785	1/31/2017	115977	00125	AMERICAN PLANNING ASSOCIATION	DT PLANNING FOR SMALLER COMMUNITIES	\$47.95
213107	1/31/2017	17-0115	04253	LIFE TEK INC	FA, CPR, BBP TRAINING - PHILIP STEPHEN	\$300.00
213164	1/31/2017	IN922887	10389	NOANET	FIBER NETWORK ENGINEERING SUPPORT - EXPENSES	\$236.68
213163	1/31/2017	IN922886	10389	NOANET	FIBER NETWORK OSP, GIS AND ENGINEERING SUPPORT	\$4,375.00
213213	1/31/2017	Pay Application 5	10270	MCCLURE & SONS, INC, LES MCCLURE	INCINERATOR SCRUBBER PROJECT	\$84,250.25
213242	1/31/2017	98	06629	BOYS & GIRLS CLUBS	JAN - LUNCH PROGRAM SERVICE PROVISION	\$660.00
213117	1/31/2017	2017-31-1	00424	BUBBA SUDZ CAR WASH, INC.	JANUARY CAR WASHES- 3	\$24.00
213237	1/31/2017	0173	02468	SKAGIT COUNTY SOLID WASTE FUND	JANUARY TONNAGE HAULED	\$65,820.10
213293	1/31/2017	010976	00930	SKIDMORE PHARMACY INC.	JANUARY, LEOFF1 PHARMACY COPAY	\$63.03
213197	1/31/2017	ER 127537	00524	CENTRAL WELDING SUPPLY CO, INC	LINCOLN RANGER 305G, WELDING LEAD FOR FIBER PROJECT	\$974.98
212771	1/31/2017	20396066088	06965	WASHINGTON TRUST FOR HISTORIC	MEMBERSHIP - WASHINGTON TRUST HISTORIC PRESERVATION	\$75.00
213183	1/31/2017	3090819711	04296	LEXISNEXIS	ON-LINE LEGAL LIBRARY SUBSCRIPTION	\$270.17
213196	1/31/2017	50870/2	06246	H.B. JAEGER	ORANGE BARRIER FENCING, METAL T-POSTS FOR FIBER PROJECT	\$119.24
213202	1/31/2017	1789	09960	NORTHWEST ASSESSMENT	PRE-EMPLOYMENT PSYCH EVAL/T DILLS	\$375.00
213139	1/31/2017	6-20	09591	SKAGIT CNTY INVESTIGATIONS LLC	PUB DEF INVEST SEXTON	\$1,172.46
213200	1/31/2017	114-4943656	04834	UNITED SITE SERVICES, INC	SERVICE OF TRAVELLING TOILET FOR FIBER PROJECT CREW	\$56.45
213201	1/31/2017	27051	07996	REICHHARDT & EBE ENGINEERING	SHIP HARBOR & SR20 INTERSECTION-JAN 2017	\$14,300.81
213096	1/31/2017	144617	06246	H.B. JAEGER	SUMP PUMP	\$149.73

Invoice Doc #	Transaction Date	Invoice #	Vendor #	Vendor Full Name	Description	Total Amount
213199	1/31/2017	114-4950280	04834	UNITED SITE SERVICES, INC	TRAVELLING TOILET RENTAL FOR FIBER PROJECT CREW	\$33.87
213230	2/1/2017	052-0010-00 Ops	00147	ANACORTES, CITY OF	2201 37TH ST. OPERATIONS WATER, SEWER,	\$955.35
212960	2/1/2017	638422278	04308	COSTCO WHOLESALE CORPORATION	60" ROUND FOLDING TABLES 15 PK W/CART	\$2,061.49
213236	2/1/2017	75469427	02243	RECORDED BOOKS LLC	BOOKS ON CD	\$15.08
213095	2/1/2017	1387656-0043-8	02997	WASTE MANAGEMENT	MONTHLY RECYCLE & YARDWASTE CONTRACT BILLING	\$97,252.37
213254	2/1/2017	00245-BOYDSTON	09580	CAMPBELL LAW FIRM	PUB DEF CONF BOYDSTON	\$162.50
213255	2/1/2017	00341-BROWN	09580	CAMPBELL LAW FIRM	PUB DEF CONF BROWN	\$13.00
213256	2/1/2017	00294-CAYWOOD	09580	CAMPBELL LAW FIRM	PUB DEF CONF CAYWOOD	\$32.50
213257	2/1/2017	00316-DICK	09580	CAMPBELL LAW FIRM	PUB DEF CONF DICK	\$136.50
213258	2/1/2017	00337-FINN	09580	CAMPBELL LAW FIRM	PUB DEF CONF FINN	\$45.50
213259	2/1/2017	003358-GREEN	09580	CAMPBELL LAW FIRM	PUB DEF CONF GREEN	\$84.50
213260	2/1/2017	00261-HILES	09580	CAMPBELL LAW FIRM	PUB DEF CONF HILES	\$52.00
213261	2/1/2017	00318-JUREVICK	09580	CAMPBELL LAW FIRM	PUB DEF CONF JUREVICK	\$13.00
213262	2/1/2017	00333-MILLOY	09580	CAMPBELL LAW FIRM	PUB DEF CONF MILLOY	\$234.00
213263	2/1/2017	00332-NELSON	09580	CAMPBELL LAW FIRM	PUB DEF CONF NELSON	\$117.00
213264	2/1/2017	00319-TRIBBLE	09580	CAMPBELL LAW FIRM	PUB DEF CONF TRIBBLE	\$78.00
213265	2/1/2017	00304-ZAREMBA	09580	CAMPBELL LAW FIRM	PUB DEF CONF ZAREMBA	\$13.00
213253	2/1/2017	00274-ANDERSON	09580	CAMPBELL LAW FIRM	PUB DEF CONFLICT ANDERSON	\$117.00
212959	2/1/2017	111*3714710-9384204	08811	AMAZON.COM	URBAN BIKEWAY DESIGN GUIDE - E SHJARBACK	\$54.25
213098	2/1/2017	2017-WA0020257	00780	DEPARTMENT OF ECOLOGY	WASTEWATER PERMIT 7/1/16 - 6/30/17, 2ND	\$7,743.60
213174	2/1/2017	BU 251251	00524	CENTRAL WELDING SUPPLY CO, INC	WELDING GLOVES	\$14.54
213273	2/1/2017	190-1840-00	00147	ANACORTES, CITY OF	WWTP UTILITY BILL	\$3,470.45
213011	2/2/2017	111-0599374-0127456	08811	AMAZON.COM	1000 80LB WHITE BLANK BUSINESS CARDS	\$21.95
213288	2/2/2017	3121	07059	THE STORE	CIVIL SERVICE ORAL BOARDS - LUNCHES	\$28.86
213204	2/2/2017	6190	08361	CONTEC SYSTEMS INDUSTRIAL CORP	H/W & S/W DAS SYSTEM FOR WWTP INCINERATOR	\$5,650.00
213235	2/2/2017	1717229-00	09846	PERMA-BOUND	JUV BOOKS	\$408.80
213246	2/2/2017	8498 30 017 0319913	04412	COMCAST	LIBRARY INTERNET ACCESS 2/9/17-3/8/17	\$170.70
213155	2/2/2017	0107788	06543	PACIFIC TIRE COMPANY, INC	PARTS FOR VEH #510	\$85.72

Invoice Doc #	Transaction Date	Invoice #	Vendor #	Vendor Full Name	Description	Total Amount
213156	2/2/2017	0107787	06543	PACIFIC TIRE COMPANY, INC	PARTS FOR VEH #511	\$163.84
213149	2/2/2017	6039	00094	ALPINE FIRE & SAFETY SYSTEMS	RECHARGE 2 - 20 LB. EXTINGUISHERS	\$50.67
212892	2/2/2017	360-299-0953-1017915	07909	FRONTIER COMMUNICATIONS	TELEPHONE SERVICE FOR WWTP 1/28-2/27/17	\$97.00
213112	2/2/2017	WAANA88694	00939	FASTENAL CO	THREADED RODS, WASHERS AND NUTS	\$52.89
213100	2/3/2017	001-359958	02109	PISTON SERVICE OF ANACORTES	PART FOR SHOP STOCK	\$9.50
213142	2/3/2017	112380	01022	FRONTIER FORD	PART FOR VEH #611	\$109.34
213103	2/3/2017	001-360028	02109	PISTON SERVICE OF ANACORTES	PARTS FOR VEH #423	\$45.45
213097	2/3/2017	001-359981	02109	PISTON SERVICE OF ANACORTES	PARTS FOR VEH #512	\$277.98
213102	2/3/2017	001-360022	02109	PISTON SERVICE OF ANACORTES	PARTS FOR VEH #603	\$22.15
213232	2/3/2017	5046962595	01351	RICOH USA, INC	PUB DEF C86086497 COPIES	\$36.87
212886	2/3/2017	98172	01939	NORTHSTAR CHEMICAL INC.	SODIUM BISULFITE 38% SOLUTION	\$1,286.59
213136	2/3/2017	98139	01939	NORTHSTAR CHEMICAL INC.	SODIUM HYDROXIDE	\$4,701.50
213134	2/4/2017	2291	07844	NW COMMUNICATIONS, INC	RADIO REPEATER RENTAL	\$694.40
213330	2/6/2017	1300139790	08590	NEWEGG BUSINESS INC	DELL OPTIPLEX MICRO VESA MOUNT PUBLIC	\$60.10
213101	2/6/2017	1990012942	06718	ARAMARK	LAUNDRY SERVICE FOR WWTP	\$73.05
213278	2/6/2017	JOS75332	02010	OVERHEAD DOOR CO	OVERHEAD BAY DOOR MAINTENANCE & REPAIR	\$678.67
213154	2/6/2017	1198597	09237	WASHINGTON TRACTOR, INC	SERVICE FOR VEH #704	\$649.52
213198	2/6/2017	AN 48592	00524	CENTRAL WELDING SUPPLY CO, INC	STAINLESS STEEL TOOTHBRUSHES FOR FIBER PROJECT	\$39.72
213111	2/7/2017	200018631677	02192	PUGET SOUND ENERGY	1100 ST. RT. 20	\$22.48
213215	2/7/2017	Pay Application 1	06115	C JOHNSON CONSTRUCTION, INC	2017 WATERLINE REPLACEMENT PROJECT	\$125,078.13
213120	2/7/2017	220006944312	02192	PUGET SOUND ENERGY	CASINO DRIVE UNDER TWIN BRIDGES -	\$70.74
213292	2/7/2017	784235	01588	LIFE ASSIST, INC	EXAM GLOVES, SHARPS CONTAINERS	\$113.26
213028	2/7/2017	1108287	07759	LANGUAGE LINE SERVICES	LANGUAGE LINE SERVICES - INTERPRETER	\$76.70
213284	2/7/2017	3510157	01362	ISLAND FAMILY PHYSICIANS	MIKE HENSON, CDL MEDICAL PHYSICAL	\$200.00
213114	2/7/2017	831794	05742	KARMART	PARTS FOR VEH #144 & #145	\$75.78
213093	2/7/2017	A1197040	02405	SEBO'S DO-IT CENTER	PARTS FOR VEH #2915	\$14.38
213179	2/7/2017	WAM0138780	00939	FASTENAL CO	SAFETY SUPPLIES	\$779.15
213094	2/7/2017	001-360270	02109	PISTON SERVICE OF ANACORTES	SUPPLIES FOR SHOP	\$30.42
213205	2/7/2017	17419.00-01	04441	GRAY & OSBORNE INC	WATER TRANSMISSION MAIN REHABILITATION - PHASE 1. 1/8/17-2/4/17	\$2,932.31
213109	2/8/2017	WABO02017	02935	WA ASSN OF BUILDING OFFICIALS	2017 MEMBERSHIP	\$95.00
213229	2/8/2017	254	02466	SKAGIT COUNTY PUBLIC HEALTH &	4TH QTR CITY SHARE OF REV FROM LIQUOR TAX	\$5,370.64
213088	2/8/2017	0540751	00932	FERGUSON ENTERPRISES, INC	5/8 X 3/4 SENSUS ACCUSTREAM MTR - SOLE SOURCE	\$8,239.35
213170	2/8/2017	117005319	02930	WASHINGTON STATE PATROL	BACKGROUND CHECKS	\$132.00
213099	2/8/2017	0166375-IN	10510	GRATING PACIFIC, LLC	FIBERGRATE FIBERGLASS GRATING	\$966.74

Invoice Doc #	Transaction Date	Invoice #	Vendor #	Vendor Full Name	Description	Total Amount
213113	2/8/2017	A1195067	02405	SEBO'S DO-IT CENTER	MURIATIC ACID 20 GALLONS	\$184.23
213092	2/8/2017	713796	00306	BAYSHORE OFFICE PRODUCTS INC	OFFICE SUPPLIES	\$10.30
213233	2/8/2017	113610	00306	BAYSHORE OFFICE PRODUCTS INC	OFFICE SUPPLIES - WHITE BOARD	\$7.15
213146	2/8/2017	MV158040	01801	MOTOR TRUCKS INC	PART FOR VEH #220	\$55.96
213150	2/8/2017	MV158032	01801	MOTOR TRUCKS INC	PART FOR VEH #603	\$50.21
213128	2/8/2017	001-360333	02109	PISTON SERVICE OF ANACORTES	PART FOR VEH #611	\$40.71
213121	2/8/2017	261250	01023	FRONTIER BUILDING SUPPLY	PLYWOOD & PRO #10 1" SELFDRILL	\$54.76
213221	2/8/2017	1053518	07181	BUILDERS EXCHANGE OF	POSTINGS	\$135.00
213206	2/8/2017	1029652	02519	SKAGIT PUBLISHING LLC	PUBLISH AA-1576301 2017 COMP PLAN AMENDMENTS	\$81.20
213291	2/9/2017	0182268	00950	FIDALGO BAY COFFEE INC	10 LBS COFFEE - 3RD FL BREAKROOM	\$93.00
213166	2/9/2017	0182267	00950	FIDALGO BAY COFFEE INC	10 LBS. COFFEE - 2/9	\$93.00
213140	2/9/2017	261406	01023	FRONTIER BUILDING SUPPLY	2 X 4 8' DOUG FIR, WOOD SCREWS	\$73.88
213220	2/9/2017	WAANA88855	00939	FASTENAL CO	BUCKET TIE DOWNS FOR FIBER PROJECT	\$164.74
213231	2/9/2017	387040704168446	00148	ANACORTES CHAMBER OF COMMERCE	CHAMBER LUNCH - STEVE H	\$18.00
213234	2/9/2017	1990019525	06718	ARAMARK	LAUNDRY SVC FOR OPS & PARKS	\$66.81
213145	2/9/2017	MV158101	01801	MOTOR TRUCKS INC	PART FOR VEH #220	\$55.96
213144	2/9/2017	001-360427	02109	PISTON SERVICE OF ANACORTES	PART FOR VEH #2921	\$2.01
213143	2/9/2017	001-360465	02109	PISTON SERVICE OF ANACORTES	PARTS FOR VEH #032A	\$12.00
213173	2/9/2017	IN1104481	07823	MUNICIPAL EMERGENCY SERVICES	RIT PACK & CYLINDER (LACONNER) GRANT	\$3,987.38
213194	2/9/2017	A1197514	02405	SEBO'S DO-IT CENTER	SPRAY PRIMER	\$46.62
213151	2/9/2017	001-360442	02109	PISTON SERVICE OF ANACORTES	SUPPLIES FOR SHOP STOCK	\$187.51
213171	2/9/2017	REIMB	10046	RICHTER, JACQUELINE	UNIFORM PATCHES; SGT RICHTER	\$48.83
213165	2/10/2017	order	10197	ORSINI, STEPHEN	12 FT 1999 RENDOVA INFLATABLE BOAT WITH	\$6,500.00
213228	2/10/2017	001-3960577	02109	PISTON SERVICE OF ANACORTES	20V IMPACT SET FOR WATER DEPT.	\$325.45
213290	2/10/2017	714147	00306	BAYSHORE OFFICE PRODUCTS INC	25 EXPANDING ENVELOPS 9X12X2 - PLANNING	\$56.08
213238	2/10/2017	L118752	10394	STATE AUDITOR'S OFFICE	ACCOUNTABILITY AUDIT 15-15	\$139.50
213184	2/10/2017	COA0217	09183	SYSTEMS DESIGN WEST, LLC	AMBULANCE SERVICE BILLING JANUARY	\$3,847.68
213248	2/10/2017	98325317	01351	RICOH USA, INC	C32029555 COPIER LEASE 3RD FLR	\$377.31
213245	2/10/2017	8498 30 017 0490698	04412	COMCAST	CITY HALL INTERNET CONNECTION 2/20-3/19/17	\$186.12
213249	2/10/2017	300000006290	02192	PUGET SOUND ENERGY	ELECTRICITY - MUSEUM	\$1,044.66
213287	2/10/2017	3122	07059	THE STORE	LUNCHES, CHILDREN'S LIBRARIAN INTERVIEWS	\$81.59
213268	2/10/2017	001-360512	02109	PISTON SERVICE OF ANACORTES	PART FOR VEH #032	\$1.63
213267	2/10/2017	B356674	02405	SEBO'S DO-IT CENTER	PARTS FOR #2921	\$2.93
213295	2/10/2017	97880000001	00494	CASCADE NATURAL GAS CORP.	STA 3: 1/13 - 2/9	\$152.18

Invoice Doc #	Transaction Date	Invoice #	Vendor #	Vendor Full Name	Description	Total Amount
213244	2/10/2017	8498 30 030 0111230	04412	COMCAST	WTP - INTERNET SERVICE 2/19/17-3/18/17	\$197.16
213247	2/11/2017	8498 30 017 0464628	04412	COMCAST	INTERNET SERVICE - WA PARK 2/21-3/20/17	\$96.12
213296	2/11/2017	99E018067	02817	UNITED PARCEL SERVICE	RETURN WATER METER PARTS FOR TERRY	\$22.72
213219	2/13/2017	order#44155	02001	MID-AMERICA SPORTS ADVANTAGE	BALL FIELD BASES	\$1,460.63
213218	2/13/2017	1990023541	06718	ARAMARK	LAUNDRY SERVICE FOR WWTP	\$76.86
213227	2/13/2017	001-360783	02109	PISTON SERVICE OF ANACORTES	WIPER BLADES FOR #152	\$13.05
213282	2/14/2017	17-0133	04253	LIFE TEK INC	FA/CPR/BBP TRAINING	\$130.00
213289	2/14/2017	1790899037	07390	CASCADE DENTAL, LLC	IVER JOHNSON, DENTAL SERVICES, DOS: 2/8/17	\$323.00
213275	2/14/2017	1759991	09961	CARDINAL HEALTH 110, INC.	PHARMACEUTICALS	\$81.20
213283	2/14/2017	261734	01023	FRONTIER BUILDING SUPPLY	PLYWOOD FOR CRIBBING	\$10.96
213266	2/14/2017	1095355021	02193	FERRELLGAS	PROPANE FOR SHOP	\$342.32
213294	2/14/2017	Petty Cash Keri	02088	PETTY CASH FUND	REIMBURSE PETTY CASH FUND KERI	\$124.84
213243	2/14/2017	REIMB PC	02086	PETTY CASH FUND	REIMURSE PETTY CASH FUND	\$122.95
213226	2/14/2017	16-090-IDS-001	10469	KREIDER CONSTRUCTION INC.	RETAINAGE RELEASE	\$4,919.13
213271	2/14/2017	300000008114	02192	PUGET SOUND ENERGY	SHARP'S CORNER 24" METER VAULT 1/6 -	\$962.27
213276	2/14/2017	17-00793	00850	EDGE ANALYTICAL, INC	THICKENED SLUDGE	\$205.00
212882	2/28/2017	360-293-0327- 0122885	07909	FRONTIER COMMUNICATIONS	CITY MAIN PHONE 1/28-2/27/17	\$1,786.60

Total

\$541,294.29



City Council Agenda Bill

Meeting Date: 2/21/2017

Agenda Item 5c

Subject: Approval of LED Lighting Products, Fixtures and Lamps for City Facilities

Staff Contact: Fred Buckenmeyer

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

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

Summary Statement: To award a purchase bid for LED lighting products, fixtures and lamps for city facilities to CED of Anacortes in the amount of \$73,030.60 dollars which does not includes sales tax. With sales tax total amount is **\$79,238.20**.

Background: The request for bids was issued on January 4, 2017 and was published in the *Anacortes American* on that date. 3 bids were received and opened on Thursday, January 12th. The results are as follows:

Platt	\$83,736.32
Pacific Lamp & Supply Company	\$80,422.65
CED	\$73,030.60

Budget: Funds for this project will come from two sources: 1st from the rebate of \$62,000 that came from PSE for installing LED cobra head street lights, 2nd the remaining funds (\$17,238.20) will come from the general fund and will be paid back from PSE rebate on this project. Below is the projected incentive and savings for each building.

<u>Building</u>	<u>EST yearly savings</u>	<u>EST PSE Incentive</u>
Fidalgo Center	\$1,734	\$3,516.71
Maintenance Shop	\$4,748	\$9,863.88
Fire Station II	\$540	\$1,121.77
Fire Station I	\$2,060	\$4,087.55
City Hall	\$3,041	\$5,764.13
Public Library	\$6,847	\$14,221.74
Waste Water Treatment	\$6,631	\$13,754.65
Public Safety	\$4,258	\$8,227.47
Pump Station 13	\$27	\$31.53
Pump Station 14	\$42	\$32.26

Pump Station 15	\$120	\$249.16
Pump Station 18	\$87	\$143.41
	\$30,135	\$61,014.26

Budget Impact	
Amount Budgeted	\$0
Budget Account (BARS)	001.714.594.90.64
Proposed Expenditure	\$79,238.20
Budget Amendment Required?	Yes
Revenue Source	PSE Incentive

Proposed Contract	
Contractor	CED
Amount	\$79,238.20
Start Date	2/22/17
End Date	3/22/17

Previous Council/Committee Action: None

Competing Viewpoints Considered: None

Recommended Motion: I move that Council approve the contract to purchase LED lighting products, fixtures and lamps from CED in Anacortes in the amount of \$79,238.20.

Alternative Actions: Should Council decide not to do at this time and do at another time our incentive back from PSE wouldn't be as much as it is now. I was able to get the PSE workbooks in before the end of last year before they changed the PSE workbooks format for 2017 which reduces the amount of the incentive.

Attachments (listed in order presented): Purchase contract



City of Anacortes
Accounts Payable
PO Box 547
Anacortes, WA 98221

PURCHASE ORDER 17-023-RES-001

VENDOR: CED
JAMES OTTOMEYER
12756 QUANTUM LANE, SUITE 30
ANACORTES, WA 98221

Date: 2/14/17
Contact: Russ Pittis
Department: Public Works Department
Resource Conservation
(360) 299-1964
russ@cityofanacortes.org

Phone: (360) 293-5818

Ship to: City of Anacortes
904 6th St
Anacortes, WA 98221

Shipment Date:

Terms : FOB Destination

Item	Qty	DESCRIPTION	U/M	Unit Price	Amount
1	INV	Exhibit A, Quote 1008613—items and quantities as listed Exhibit B, <u>General Provisions</u> , are hereby incorporated by reference and made a part hereof.	EA	\$ 73,030.60	\$73,030.60
		Sum Total			\$73,030.60
		Sales Tax @ 8.5%			\$ 6,207.60
		Total Price			\$79,238.20

CED

CITY OF ANACORTES

Signature

MAYOR

Date

Date

CED
12756 QUANTUM LANE
SUITE 30
ANACORTES WA 98221
TEL: 360 293-5818 FAX: 360 293-5843

SLS: 0935
INSLS: 0935
BY: JAO
FOB: SHIPPING POINT
FRT: PREPAID

PAGE: 001 OF 004
QUOTE #: 1008613
DATE: 01/11/17
REV #: 002
REV DATE: 01/11/17

CONTACT: JAMES OTTOMEYER

QUOTE FOR: CITY OF ANACORTES

ACCT #: FS-04380 CITY OF ANACORTES

PO 17-023-RES-001
EXHIBIT A

QUOTE EXPIRES 02/10/2017

PO BOX 547
ANACORTES, WA 98221
TEL: (360) 299-1964

CUS PO #: LED LIGHTING
JOB NAME: RUSS PITTIS

LN	QTY	MFR	CATALOG #/DESCRIPTION	PRICE	UOM	EXT AMT
01						
02			AEL LIGHTING			
03	10	MISC	AEL ATB240BLEDE10MVO LTR4 ; FIXTURE	460.00	E	4,600.00
04						
05			CPL LIGHTING			
06	1	CPL	XTOR1APC1 10W LED W/M LT FX	95.00	E	95.00
07	1	CPL	XTOR2APC1 20W LED W/M LT FX	115.00	E	115.00
08	7	CPL	XTOR9APC1 85W LED W/M LT FX	205.00	E	1,435.00
09						
10			EIK LIGHTING			
11	34	MISC	EIK LED27WPT40KMEDG5 FIXTURE	47.84	E	1,626.56
12						
13			ETI LIGHTING			
14	40	MISC	ETI 45292141 LED FIXTURE	17.19	E	687.60
15						
16			GREEN CREATIVE			
17	18	MISC	16115 12.5W PAR30	15.01	E	270.18
18	6	MISC	16181 17W A21	13.21	E	79.26
19	46	MISC	40848 16W T8	17.45	E	802.70
20	140	MISC	57821 5.5W PLS	9.99	E	1,398.60
21	2	MISC	57830 10W T8	11.31	E	22.62
22	12	MISC	57909 10.5W PLH	12.99	E	155.88
23	106	MISC	59724 11.5W PLV	13.57	E	1,438.42
24	4	MISC	97735 18.5W A21	31.23	E	124.92
25	4	MISC	97743 8W T8	10.23	E	40.92

PLEASE NOTE: THIS IS NOT AN OFFER TO CONTRACT, BUT MERELY A QUOTATION OF CURRENT PRICES FOR YOUR CONVENIENCE AND INFORMATION. ORDERS BASED ON THIS QUOTATION ARE SUBJECT TO YOUR ACCEPTANCE OF THE TERMS AND CONDITIONS LOCATED AT SALES.OUR-TERMS.COM, WHICH WE MAY CHANGE FROM TIME TO TIME WITHOUT PRIOR NOTICE. WE MAKE NO REPRESENTATION WITH RESPECT TO COMPLIANCE WITH JOB SPECIFICATIONS.

CUSTOMER COPY

CED
12756 QUANTUM LANE
SUITE 30
ANACORTES WA 98221
TEL: 360 293-5818 FAX: 360 293-5843

SLS: 0935
INSL: 0935
BY: JAO
FOB: SHIPPING POINT
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PAGE: 002 OF 004
QUOTE #: 1008613
DATE: 01/11/17
REV #: 002
REV DATE: 01/11/17

CONTACT: JAMES OTTOMEYER

QUOTE FOR: CITY OF ANACORTES

ACCT #: FS-04380 CITY OF ANACORTES

QUOTE EXPIRES 02/10/2017

PO BOX 547
ANACORTES, WA 98221
TEL: (360) 299-1964

CUS PO #: LED LIGHTING
JOB NAME: RUSS PITTIS

LN	QTY	MFR	CATALOG #/DESCRIPTION	PRICE	UOM	EXT AMT
26	2	MISC	97745 17W PLL	17.03	E	34.06
27	52	MISC	97750 14.5W PLL	18.21	E	946.92
28	10	MISC	97772 19W PAR38	27.21	E	272.10
29	3,690	MISC	97833 15W T8	10.29	E	37,970.10
30						
31			LEVITON			
32	3	LEV	9864LED LED LAMPHOLDER	41.25	E	123.75
33						
34			LITHONIA LIGHTING			
35	50	LITH	FMSATL1314840BZA FIXTURE	66.94	E	3,347.00
36						
37			MAX LIGHTING			
38	3	MISC	MAX RR61441W/GOOFRIN GOOF RING	69.69	E	209.07
39						
40			RAB LIGHTING			
41	4	RAB	ALED26N 26W LED AREA LT	193.00	E	772.00
42	8	RAB	ALED26NWPC 26W LED LT	208.00	E	1,664.00
43	2	RAB	ALED3T78N LED AREA LT FX	356.00	E	712.00
44	3	RAB	ALED5T78N LED POLE TOP AREA LT	319.00	E	957.00
45	5	RAB	ENTRA12N 12W LED LT FX	78.00	E	390.00
46	2	RAB	FFLED18/PC 18W LED FLD-LT FX	125.00	E	250.00
47	2	RAB	FFLED26/PC 26W FLD-LT	187.00	E	374.00
48	1	RAB	SLIM26N 26W LED WALL PACK	130.00	E	130.00
49	32	RAB	SLIM26N/PC 26W LED WALL PACK	144.00	E	4,608.00
50	5	RAB	VANLED20N LED LT FX	166.00	E	830.00

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CUSTOMER COPY

CED
12756 QUANTUM LANE
SUITE 30
ANACORTES WA 98221
TEL: 360 293-5818 FAX: 360 293-5843

SLS: 0935
INSL: 0935
BY: JAO
FOB: SHIPPING POINT
FRT: PREPAID

PAGE: 003 OF 004
QUOTE #: 1008613
DATE: 01/11/17
REV #: 002
REV DATE: 01/11/17

CONTACT: JAMES OTTOMEYER

QUOTE FOR: CITY OF ANACORTES

ACCT #: FS-04380 CITY OF ANACORTES

QUOTE EXPIRES 02/10/2017

PO BOX 547
ANACORTES, WA 98221
TEL: (360) 299-1964

CUS PO #: LED LIGHTING
JOB NAME: RUSS PITTIS

LN	QTY	MFR	CATALOG #/DESCRIPTION	PRICE	UOM	EXT AMT
51	5	RAB	WPLED18N 18W LED WALLPACK	165.00	E	825.00
52	16	RAB	WPLED26N 26W LED WL PACK	170.00	E	2,720.00
53	11	RAB	WTPLED12N/D10/PC2 TALLPACK LED	85.00	E	935.00
54	2	RAB	YBLED26ARM/PC YARDBLASTER	110.00	E	220.00
55						
56			SATCO LIGHTING			
57	6	SATCO S9255	6.5W LAMP	7.95	E	47.70
58	1	SATCO S9285	16W LAMP	9.97	E	9.97
59	8	SATCO S9431	13W LAMP	9.54	E	76.32
60	6	SATCO S9590	6.5W LED LAMP	2.93	E	17.58
61	14	SATCO S9593	10W LED LAMP	3.83	E	53.62
62						
63			SSI LIGHTING			
64	3	MISC SSI WSD-PDT-I		59.89	E	179.67
65						
66			SYLVANIA LIGHTING			
67	7	SYL LED/RT8/2000/840	42W LT FX	52.78	E	369.46
68	35	SYL LEDRT56700830FL80-NS	65W LT FX	12.50	E	437.50
69	28	SYL RT6/RETROFITBAND	RETROFIT BAND	5.97	E	167.16
70						
71			TER LIGHTING			
72	8	MISC TER TLM-DO8A-A1230RS	R8 ; FIXTURE	61.12	E	488.96

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CONTACT: JAMES OTTOMEYER

QUOTE FOR: CITY OF ANACORTES

ACCT #: FS-04380 CITY OF ANACORTES

QUOTE EXPIRES 02/10/2017

PO BOX 547
ANACORTES, WA 98221
TEL: (360) 299-1964

CUS PO #: LED LIGHTING
JOB NAME: RUSS PITTIS

MDSE:	73,030.60
TAX:	6,207.60
TOTAL:	79,238.20

PLEASE NOTE: THIS IS NOT AN OFFER TO CONTRACT, BUT MERELY A QUOTATION OF CURRENT PRICES FOR YOUR CONVENIENCE AND INFORMATION. ORDERS BASED ON THIS QUOTATION ARE SUBJECT TO YOUR ACCEPTANCE OF THE TERMS AND CONDITIONS LOCATED AT SALES.OUR-TERMS.COM, WHICH WE MAY CHANGE FROM TIME TO TIME WITHOUT PRIOR NOTICE. WE MAKE NO REPRESENTATION WITH RESPECT TO COMPLIANCE WITH JOB SPECIFICATIONS.

CUSTOMER COPY

PURCHASE ORDER 17-023-RES-001
GENERAL PROVISIONS
EXHIBIT B

1.1 TAXES

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

1.2 DELIVERY

Advance coordination of Work, and delivery, shall be made with the City Project Manager.

1.3 INSPECTION

A. Of the Work

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

B. Project Manager's Authority

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

1.4 FEDERAL, STATE AND MUNICIPAL REGULATIONS

This Purchase Order shall be subject to all laws, rules, and regulations of the United States of America, the State of Washington, and political subdivisions of the State of Washington.

1.5 THE CITY'S RIGHT TO TERMINATE CONTRACT

A. Termination for Default

If the Supplier defaults by failing to perform any of the obligations of the Purchase Order or becomes insolvent or is declared bankrupt or commits any act of bankruptcy or insolvency or makes an assignment for the benefit of creditors, the City may, by depositing written notice to the Supplier in the U.S. mail, postage prepaid, terminate the contract, and at the City's option, obtain performance of the work elsewhere. If the Purchase Order is terminated for default, the Supplier shall not be entitled to receive any further payments under the Purchase Order until all work called for has been fully performed. Any extra cost or damage to the City resulting from such default(s) shall be deducted from any money due or coming due to the Supplier. The Supplier shall bear any extra expenses incurred by the City in completing the work, including all increased costs for completing the work, and all damage sustained, or which may be sustained by the City by reason of such default. If a notice of termination for default

has been issued and it is later determined for any reason that the Supplier was not in default, the rights and obligations of the parties shall be the same as if the notice of termination had been issued pursuant to the Termination for Public Convenience paragraph hereof.

B. Termination for Public Convenience

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

1.6 VENUE AND CHOICE OF LAW

In the event that any litigation should arise concerning the construction or interpretation of any of the terms of this Contract, the venue of such action of litigation shall be in the Courts of the State of Washington in and for the County of Skagit. This Purchase Order shall be governed by the law of the State of Washington.

1.7 PAYMENT

Invoices will not be processed for payment until receipt of a properly completed invoice, and invoiced items are received and accepted. Each invoice shall include: Company Name, Invoice Date, Invoice Number, City of Anacortes Purchase Order Number, Quantities, Price and Sales Tax.

Net 30 days shall apply. Payment(s) made in accordance with Purchase Order terms shall fully compensate the Supplier for all risk, loss, damages, or expense of whatever nature and acceptance of payment shall constitute a waiver of all claims submitted by Supplier.

1.8 WITHHOLDING PAYMENT

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

1.9 DEFENSE AND INDEMNITY AGREEMENT

The Supplier shall defend, indemnify and hold the City, its officer, officials, employees and volunteers harmless from any and all claims, injuries, damages, losses or suits including attorney fees, arising out of or in connection with the performance of this Agreement, except for injuries and damages caused by the sole negligence of the City.

1.10 INSURANCE

A. Insurance Term

The Supplier shall procure and maintain for the duration of the Contract, insurance against claims for injuries to persons or damage to property which may arise from or in connection with products and materials supplied to the City.

B. No Limitation

Supplier's maintenance of insurance as required by the Purchase Order shall not be construed to limit the liability of the Supplier to the coverage provided by such insurance, or otherwise limit the City's recourse to any remedy available at law or in equity.

C. Minimum Scope of Insurance

Supplier shall obtain insurance of the type and coverage described below:

Commercial General Liability insurance shall be at least as broad as Insurance Services Office (ISO) occurrence form CG 00 01 and shall cover products liability. The City shall be named as an additional insured under the Supplier's Commercial General Liability insurance policy using ISO Additional Insured-Vendors Endorsement CG 20 15 04 13 or a substitute endorsement providing equivalent coverage.

D. Minimum Amounts of Insurance

Supplier shall maintain the following insurance limits:

Commercial General Liability insurance shall be written with limits no less than \$1,000,000 each occurrence, \$2,000,000 general aggregate and a \$2,000,000 products liability aggregate limit.

E. Other Insurance Provision

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

F. Acceptability of Insurers

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

G. Verification of Coverage

Supplier shall furnish the City with original certificates and a copy of the amendatory endorsements, including but not necessarily limited to the additional insured endorsement, evidencing the insurance requirements of the Purchase Order before goods, materials or supplies will be accepted by the City.

H. Notice of Cancellation

The Supplier shall provide the City with written notice of any policy cancellation, within two (2) business days of their receipt of such notice.

I. Failure to Maintain Insurance

Failure on the part of the Supplier to maintain the insurance as required shall constitute a material breach of contract, upon which the City may, after giving five (5) business days notice to the Supplier to correct the breach, immediately terminate the Purchase Order or, at its discretion, procure or renew such insurance and pay any and all premiums in connection therewith, with any

sums so expended to be repaid to the City on demand, or at the sole discretion of the City, offset against funds due the Supplier from the City.

J. City's Full Availability of Supplier Limits

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

1.13 FORCE MAJEURE

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

1.14 NOTICE

Except as set forth elsewhere in the Contract, for all purposes under this Contract, except service of process, notice shall be given by the Supplier to the department head of the department for whom services are rendered (See Clause 1.14 DELIVERY), and to City Clerk, 904 6th Street, PO Box 547, Anacortes, WA, 98221-0547. Notice to the Supplier for all purposes under this Purchase Order shall be given to the address reflected on the Invitation to Bid. Notice may be given by delivery or by depositing in the US Mail, first class, postage prepaid.

1.15 SEVERABILITY

If any term or condition of this Purchase Order or the application thereof to any person(s) or circumstances is held invalid, such invalidity shall not affect other terms, conditions or applications which can be given effect without the invalid term, condition or application. To this end, the terms and conditions of this Purchase Order are declared severable.

1.16 WAIVER

Waiver of any breach or condition of this Purchase Order shall not be deemed a waiver of any prior or subsequent breach. No term or condition of this Purchase Order shall be held to be waived, modified or deleted except by an instrument, in writing, signed by the parties hereto.

1.17 SURVIVAL

The provisions of the following paragraphs, the provisions of the non collusion affidavit, and the liability of the Supplier for default during the term of the Purchase Order shall survive, notwithstanding the termination or invalidity of this Purchase Order for any reason:

- Taxes
- Warranty
- The City's Right to Terminate Purchase Order
- Venue and Choice of Law
- Defense & Indemnity Agreement



CITY COUNCIL

Closed-Record Public Hearing

February 21, 2017, @ 6:00 PM

By: Kevin Cricchio, AICP, Associate Planner

CUP-2016-1004:

PROJECT LOCATION:

The subject property is addressed as 2520 “J” Avenue, Anacortes, Washington and is located in a portion of the SE ¼ of Section 24; Township 35 North; Range 01 East; Willamette Meridian.

LANDOWNER:

Joey & Holly Goss
5801 Kingsway
Anacortes, WA 98221

CUP-2016-1004:

SUBJECT PROPOSAL:

The applicant has applied for a Conditional Use Permit application to permit lot #2 of a proposed two lot short plat to be served by a twenty (20) foot wide private street within a twenty-two (22) foot wide private easement. A Conditional Use Permit is required per AMC § 17.34.110 as proposed access to lot #2 would be via a private street within an easement.

CUP-2016-1004:

SUBJECT PARCEL #:

P31813

CUT & FILL PROPOSED:

- Fill = 125 cubic feet of gravel
- Cut /Excavation = 200 cubic feet of soil

SITE ACREAGE:

- Net Acreage = 0.41 acres or 17,999 SQ'
- Gross Acreage = 0.46 acres (includes ½ abutting ROW) or 20,038 SQ'

CUP-2016-1004:

CURRENT ZONING:

Residential Medium Density (R3) Zoning District

SURROUNDING ZONING & LAND USES:

Direction:	Zoning:	Present Land-Use:
North:	Residential Medium Density (R3) Zoning District	Single-family residences
South:	Residential Medium Density (R3) Zoning District	Single-family residences
East:	Public Use (P) Zoning District	Island View Elementary School
West:	Residential Medium Density (R3) Zoning District	Single-family residences

CUP-2016-1004:

BACKGROUND:

1. The applicant wishes to create two lots via a short plat subdivision of the subject property. A duplex would be constructed on each lot. Duplex land uses are permitted outright in the R3 Zoning District per AMC 17.34.020. The minimum lot size for a lot within the R3 Zoning District containing a duplex is 7,500 square feet.
2. The applicant has not submitted a short plat application to date to divide the subject parcel in half.
3. According to AMC 17.34.110, twenty (20) feet of frontage or an easement to twenty (20) feet of street frontage is required on an improved public street with a continuous access route not less than twenty feet wide from the street to the primary portion of the lot. Furthermore, according to AMC 16.20.040(C), each lot shall abut a public or private road. Lot frontage on said roads shall not be less than thirty feet. Proposed lot #2 would be landlocked and not have either 20 or 30 feet of frontage on an improved public street. Access to lot #2 would be via a 20-foot-wide private street located within a 22-foot-wide easement. Accordingly, the applicant has submitted a Conditional Use Permit application for review and consideration as is required per AMC 17.34.110.

CUP-2016-1004:

BACKGROUND (CONTINUED):

4. On November 16, 2016, the City of Anacortes' Planning, Community, & Economic Development Department received the subject Conditional Use Permit application from the applicant.
5. The application was reviewed and deemed incomplete on December 13, 2016.
6. The subject application was deemed **complete on December 14, 2016**
7. A fourteen (14) day comment period for the Conditional Use Permit application, ended at 5:00 PM on January 4, 2017, but comments were accepted up until the close of the of the open-record public hearing.

CUP-2016-1004:

NOTICING:

1. Notice of Application and Hearing was published in the Anacortes American Newspaper on December 21, 2016.
2. The subject property was posted by staff in two (2) different locations on December 14, 2016.
3. Neighboring landowners within 300 feet of the subject property were mailed notice of the subject proposal and hearing on December 15, 2016.
4. Agencies and departments of jurisdiction were solicited for comment on December 15, 2016.
5. Notice was posted at city hall, the library, the local USPS office, & on the city's website on December 14, 2016.

CUP-2016-1004:

SEPA ENVIRONMENTAL REVIEW:

The subject proposal is exempt from SEPA environmental review per AMC § 18.04.120 as less than twenty dwelling units are proposed, landfills and excavations are less than 500 cubic yards, less than five lots are proposed as part of a future short plat, and no critical areas are located onsite.

CRITICAL AREAS REVIEW:

No Critical Areas are located either on the subject property or within 300 feet of it.

CUP-2016-1004:

ZONING:

The Conditional Use Permit criteria of approval can be found in AMC 17.10.100(B)(2) and on pages 3-7 of your staff reports.

PUBLIC COMMENTS RECEIVED:

No public comment has been received to date regarding the subject proposal (**See Exhibit #04**).

AGENCY & DEPARTMENT COMMENT:

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

CUP-2016-1004:

PLANNING COMMISSION RECOMMENDATION:

An open-record public hearing was conducted on January 25, 2017. Following public testimony, the Planning Commission deliberated on the matter. A motion was made to approve subject Conditional Use Permit subject to staff's conditions of approval. The motion was seconded. The Planning Commission voted 6-0 in favor of recommending approval to City Council.

APPEALS:

No appeals of the Planning Commission's recommendation was received.

STAFF RECOMMENDATION:

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

CUP-2016-1004:

EXHIBITS:

EXHIBIT NUMBER:	NAME OF EXHIBIT:
Exhibit #01	Master Permit Application, Narrative, & CUP Criteria
Exhibit #02	Assessor's Info & City GIS Map
Exhibit #03	Notice of Application & Hearing
Exhibit #04	Public Comments Received
Exhibit #05	Agency & Department Comments Received
Exhibit #06	Site Photos
Exhibit #07	Site Plan
Exhibit #08	Planning Commission Presentation
Exhibit #09	Planning Commission Minutes



Subject Property



1701

2410

1604

1602

2502

1606

1708

25TH STREET

1607

1605

1603

2508

1707

R3

2501

P

1709

2518

2516

2514

2512

J AVENUE

1711

26TH CIRCLE

1613

1609

1605

1601

26TH CIRCLE

1614

1610

1606

1602

1714

2702

2701

2706

2707

Details for Parcel: P31813

**Jurisdiction:** ANACORTES

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

Zoning Designation:
[Recorded Documents](#)
[Excise Affidavits](#)

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

Parcel Number

P31813

XrefID

350124-0-045-0007

Quarter Section Township Range

SE 24 35 01

Owner Information

GOSS JOEY
GOSS HOLLY
5801 KINGSWAY
ANACORTES, WA 98221

Site Address(es)

2516 J AVENUE
Anacortes, WA (Jurisdiction, State)
[Zip Code Lookup](#) | [Site Address Information](#)

Map Links

[Open in iMap](#)
Assessor's Parcel Map:
[PDF](#) | [DWF](#)

Current Legal Description [Abbreviation Definitions](#)

(0.4000 ac) S 65FT OF FOL TR TH PTN SE1/4 BAAP 412.5FT E & 877.775FT N OF SW C SD SE1/4 TH N 435.725FT M/L TH E 265.2F TM/L TO W LI J AVE TH S ALG W LI J AVE TAP E OF TPB TH W TPB

2016 Values for 2017 Taxes*

Building Market Value \$100,900.00
Land Market Value +\$134,500.00
Total Market Value \$235,400.00
Assessed Value \$235,400.00
Taxable Value \$235,400.00

Sale Information

Deed Type WARRANTY DEED
Sale Date 2016-04-06
Sale Price \$160,000.00

2017 Property Tax Summary

2017 Taxes will be available after 2/15/2017
Use the Taxes link above for 2016 taxes

* Effective date of value is January 1 of the assessment year (2016)

Legal Description at time of Assessment

*Land Use	(111) HOUSEHOLD, SFR, INSIDE CITY		WAC 458-53-030	
Neighborhood	(20ACENTRAL) ANACORTES CENTRAL RESIDENTIAL			
Levy Code	0900	Fire District		
School District	SD103	Exemptions		
Utilities	PWR-P,SEW,WTR-P	Acres	0.00	
Improvement 1 Attributes Summary				
Building Style	TWO STORY			
Year Built	1950	Foundation	CONCRETE	
Above Grade Living Area	2,200 Square Feet	Exterior Walls	SIDING	
Finished Basement		Roof Covering	COMP	
*Total Living Area	2,200 Square Feet	Heat/Air Conditioning	BASEBOARD ELECTRIC	
Unfinished Basement		Fireplace	DIRECT VENT	
*Total Garage Area	504 Square Feet	Bedrooms	3	
Bathrooms	2 FULL BATHS			
For additional information on individual segments see Improvements tab				

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.

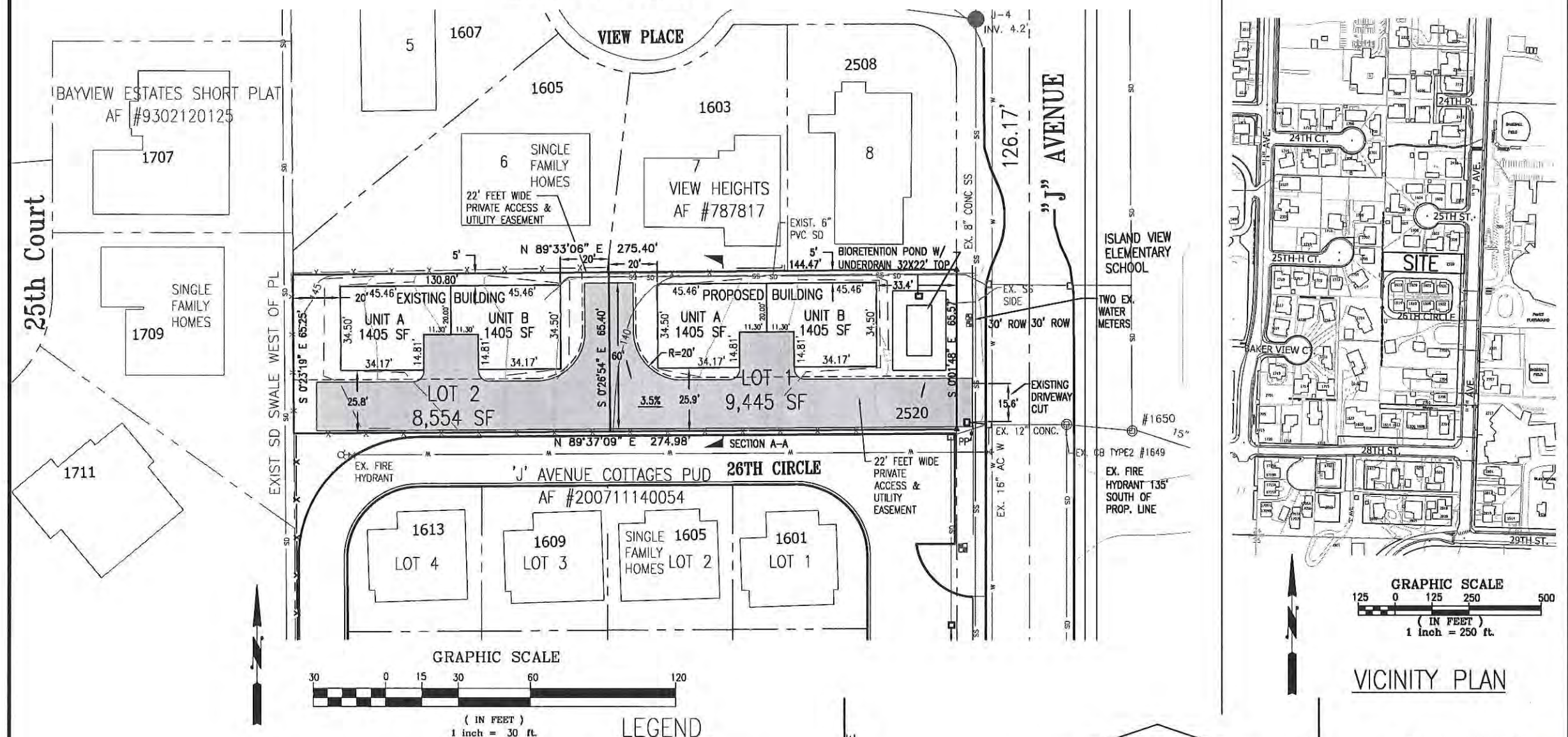
Assessment data for improvements is based on exterior inspections. Please contact the Assessor's office if the information does not accurately reflect the interior characteristics.

CUP-2014-1004, Joey Goss –SITE PICTURES:





"J" AVENUE DUPLEXES 2520 "J" AVENUE



LEGAL DESCRIPTION PARCEL P31813

The South 65 feet of the following described tract:

That portion of the Southeast 1/4 of Section 24, Township 35 North, Range 1 East, W.M., described as follows:

Beginning at a point 25 rods East and 877.775 feet North of the Southwest corner of said Southeast 1/4, said point being the Northwest corner of that certain tract conveyed to A. J. Loss by deed recorded under Auditor's File No. 217234, records of Skagit County, Washington; thence North 435.725 feet, more or less, to the Southwest corner of that certain 8 foot strip conveyed to Palmer Rice and Emma Rice by deed recorded under Auditor's File No. 516761, records of Skagit County, Washington; thence East along the South line of said Rice tract 265.2 feet, more or less, to the West line of "J" Avenue as conveyed to the City of Anacortes by deed recorded under Auditor's File No. 171141, records of Skagit County, Washington; thence South along the West line of said "J" Avenue to a point East of the point of beginning; thence West 265.2 feet, more or less, to the point of beginning.

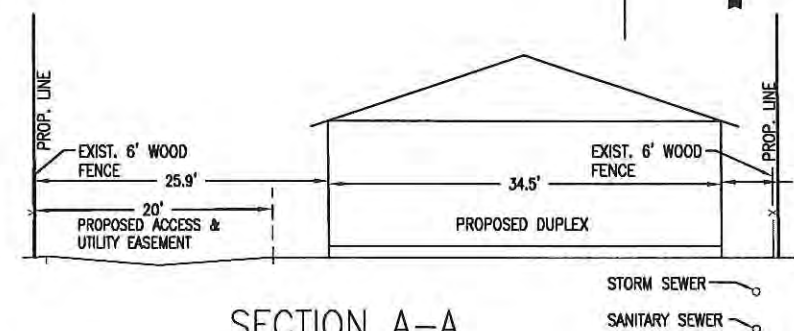
EXCEPT that portion conveyed to the City of Anacortes, by Deed recorded December 17, 1958, under Auditor's File No. 574224, records of Skagit County, Washington.

Situate in the County of Skagit, State of Washington.

FENCE	X
GAS	G
UNDERGROUND POWER	UGP
SANITARY SEWER	SS
STORM SEWER	SD
WATER MAIN	W
PV	P
SDCB	□
SSCO	○
SSMH	⊙
TV	T
WFH2	W
WGV	V
WMET	M

AREAS

TOTAL PARCEL AREA = 17,999 SF
TOTAL AREA OF BUILDINGS = 5,620 SF
TOTAL PAVED AREAS SHOWN SHADED = 7,302 SF
TOTAL FILL 125 CF GRAVEL PIT RUN
TOTAL EXCAVATION 200 CF TOP SOIL TAKEN OFF SITE



SECTION A-A
SCALE: 1"=10'

CONDITIONAL USE PERMIT SITE PLAN

OWNER/DEVELOPER: Joey & Holly Goss
5801 Kingsway
Anacortes, WA 98221

P31813

A PORTION OF THE SE 1/4 OF
SECTION 24, TOWNSHIP 35 N., RNG. 1 EAST, W.M.
CITY OF ANACORTES, SKAGIT COUNTY, WASHINGTON

HERRIGSTAD ENGINEERING & SURVEYING

4320 Whistle Lake Road, Anacortes, WA 98221 (360) 299-8804

SHEET 1 OF 1

DWN BY: DKH

CHECK BY: DH

DATE: Nov. 2016

SCALE: Noted

Job2016-50



City Council Agenda Bill

Meeting Date: 2/21/2017 **Agenda Item:** 6A

Subject: Joey Goss Conditional Use Permit, CUP-2016-1004

Staff Contact: Kevin Cricchio, AICP, Associate Planner

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

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

Summary & Background: On January 25, 2017, the Planning Commission conducted an open-record public hearing. The applicant applied for a Conditional Use Permit application to permit lot #2 of a proposed two lot short plat to be served by a twenty (20) foot wide private street within a twenty-two (22) foot wide private easement. A Conditional Use Permit is required per AMC § 17.34.110 as proposed access to lot #2 would be via a private street within an easement. Following deliberation on the matter, the Planning Commission voted 6-0 to recommend approval to City Council.

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

Attachments (listed in order presented): [Click here to enter text.](#)

[Signed Planning Commission's Finding of Fact, Conclusions of Law, & Recommendation](#)

[Exhibit #01, Master Permit Application, Narrative, CUP Criteria](#)

[Exhibit #02, Assessor's Info & City GIS Map](#)

[Exhibit #03, Notice of Application and Hearing](#)

[Exhibit #04, Public Comments Received](#)

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

[Exhibit #06, Site Photos](#)

[Exhibit #07, Site Plan](#)

[Exhibit #08, Planning Commission Presentation](#)

[Exhibit #09, Planning Commission Minutes](#)



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

OPEN-RECORD PUBLIC

HEARING DATE: Wednesday, January 25, 2017, @ 6:00 PM

CLOSED-RECORD PUBLIC

HEARING DATE: Tuesday, February 21, 2017, @ 6:00 PM

FILE NUMBER: CUP-2016-1004

PROJECT LOCATION: The subject property is addressed as 2520 "J" Avenue, Anacortes, Washington and is located in a portion of the SE ¼ of Section 24; Township 35 North; Range 01 East; Willamette Meridian.

**APPLICANT &
LANDOWNER:**

Joey & Holly Goss
5801 Kingsway
Anacortes, WA 98221

PROJECT SURVEYOR:

Dale Herrigstad
Herrigstad Engineering & Surveying
4320 Whistle Lake Road
Anacortes, WA 98221

SUBJECT PROPOSAL:

The applicant has applied for a Conditional Use Permit application to permit lot #2 of a proposed two lot short plat to be served by a twenty (20) foot wide private street within a twenty-two (22) foot wide private easement. A Conditional Use Permit is required per AMC § 17.34.110 as proposed access to lot #2 would be via a private street within an easement.

CUT & FILL:

Fill = 125 cubic feet of gravel
Cut /Excavation = 200 cubic feet of soil

SUBJECT PARCEL:

P31813

EXISTING LAND USE: A single-family residence & garage was recently demolished from the subject property. One duplex is currently being constructed.

CURRENT ZONING & COMP.

PLAN DESIGNATION: Residential Medium Density (R3) Zoning District

SURROUNDING ZONING & LAND USES:

Direction:	Zoning:	Present Land-Use:
North:	Residential Medium Density (R3) Zoning District	Single-family residences
South:	Residential Medium Density (R3) Zoning District	Single-family residences
East:	Public Use (P) Zoning District	Island View Elementary School
West:	Residential Medium Density (R3) Zoning District	Single-family residences

SITE ACREAGE: Net Acreage = 0.41 acres or 17,999 SQ'
Gross Acreage = 0.46 acres (includes ½ abutting ROW) or 20,038 SQ'

FINDINGS OF FACT:

I. GENERAL BACKGROUND:

1. The project site is located in the Residential Medium Density (R3) Zoning District.
2. The applicant wishes to create two lots via a short plat subdivision of the subject property. A duplex would be constructed on each lot. Duplex land uses are permitted outright in the R3 Zoning District per AMC 17.34.020. The minimum lot size for a lot within the R3 Zoning District containing a duplex is 7,500 square feet.
3. The applicant has not submitted a short plat application to date to divide the subject parcel in half.
4. According to AMC 17.34.110, twenty (20) feet of frontage or an easement to twenty (20) feet of street frontage is required on an improved public street with a continuous access route not less than twenty feet wide from the street to the primary portion of the lot. Furthermore, according to AMC 16.20.040(C), each lot shall abut a public or private road. Lot frontage on said roads shall not be less than thirty feet. Proposed lot #2 would be landlocked and not have either 20 or 30 feet of frontage on an improved public street. Access to lot #2 would be via a 20-foot-wide private street located within a 22-foot-wide easement. Accordingly, the applicant has submitted a Conditional Use Permit application for review and consideration as is required per AMC 17.34.110.
5. On November 16, 2016, the City of Anacortes' Planning, Community, & Economic Development Department received the subject Conditional Use Permit application from the applicant.

6. The application was reviewed and deemed incomplete on December 13, 2016.
7. Revisions were submitted to PCED for review on December 14, 2016. Following a review of the revisions submitted, the subject application was deemed complete on December 14, 2016.
8. A fourteen (14) day comment period for the Conditional Use Permit application, ended at 5:00 PM on January 4, 2017, but comments were accepted up until the close of the of the open-record public hearing.
9. A closed-record public hearing before the City Council is scheduled for 6:00 PM on February 21, 2017.

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

1. Notice of Application and Hearing was published in the Anacortes American Newspaper on December 21, 2016.
2. The subject property was posted by staff in two (2) different locations on December 14, 2016.
3. Neighboring landowners within 300 feet of the subject property were mailed notice of the subject proposal and hearing on December 15, 2016.
4. Agencies and departments of jurisdiction were solicited for comment on December 15, 2016.
5. Notice was posted at city hall, the library, and the local USPS office on December 14, 2016.

III. CRITICAL AREA / ENVIRONMENTALLY SENSITIVE AREA REVIEW:

No critical areas were determined to be located either on the subject property or within three hundred (300) feet of it.

IV. STATE ENVIRONMENTAL POLICY ACT:

The subject proposal is exempt from SEPA environmental review per AMC § 18.04.120 as less than twenty dwelling units are proposed, landfills and excavations are less than 500 cubic yards, less than five lots are proposed as part of a future short plat, and no critical areas are located onsite.

V. PUBLIC COMMENT:

To date, no public comment has been received regarding the subject proposal (See Exhibit 04).

VI. AGENCY & DEPARTMENT COMMENT:

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

VII. ZONING ORDINANCE/CODE:

1. The conditional use permit (CUP) is to permit proposed lot #2 to have less than the required frontage on a public road as a private road within an easement is proposed. If City Council ultimately approves the CUP application, the applicant will proceed with submitting for a two-lot short plat of the subject property. Each lot would have a duplex located on it. Both the development and subdivision of the site will require conformance with AMC Chapter 17.05 regulating Concurrence. Public facilities, services, and required improvements to the site, needed to support the development, will be required either prior to or concurrent to the development. Conformance with this requirement will be reviewed at prior to building permit issuance and prior to final short plat approval being given.
2. Pursuant to AMC 16.20.040(C), "Each lot shall abut a public or private road. Lot frontage on said roads shall not be less than thirty-feet." If the CUP is approved by City Council, each lot would front on the private street for the full width of each lot –exceeding the thirty-foot threshold listed above.
3. According to AMC § 17.10.100(B)(2), Conditional Use Permits shall be granted by the city only if the applicant can demonstrate the following:

A) The conditional use is designed in a manner which is compatible with the character and appearance of the existing, or proposed, development in the vicinity of the subject property and is consistent with the purpose of the zone in which the subject property is located.

FINDING:

Each of the two proposed lots will have a duplex constructed on it and will comply with the minimum lot size of 7,500 square feet. The proposed private street will provide ingress and egress to each of the two lots. The project will be compatible with the character and appearance of the neighborhood as single-family residences surround the project site to north, except for Island View Elementary School to the east.

B) The location, size and height of buildings, structures, walls and fences, and screening vegetation for the conditional use shall not hinder neighborhood circulation or discourage the permitted development or use of neighboring properties.

FINDING:

The project site and proposed private street is screened from neighboring properties by an existing wood fence except for along "J" Avenue. Furthermore, neighborhood circulation will not be adversely impacted by the proposed

development as curb, gutter, and sidewalk already front the project site.

- C) The conditional use is designed in a manner that is compatible with the physical characteristics of the subject property.**

FINDING:

The project site's topography is mostly flat. Both an older house and garage were recently demolished from the property. Today, one of two duplexes is currently being constructed onsite. Should this CUP be approved, the applicant will proceed with submitting a two lot short plat to subdivide the subject property. Following final short plat approval, the applicant would then proceed in constructing the second of the two duplexes proposed. Except for an elementary school located to the east of the project site, the subject property is surrounded by single-family residences. The proposed private street providing ingress and egress to the two proposed duplexes will be designed to be compatible with the physical characteristics of the property.

- D) Requested modifications to standards are limited to those which mitigate impacts in a manner equal to or greater than the standards of this title or will not be detrimental to the surrounding neighborhood.**

FINDING:

Two duplexes are proposed as part of a two-lot short plat that has yet to be submitted to the City of Anacortes for review. The applicant seeks a Conditional Use Permit application to permit lot #2 of the proposed short plat lot #2 of a proposed two lot short plat to be served by a twenty (20) foot wide private street within a twenty-two (22) foot wide private easement. A Conditional Use Permit is required if access is proposed via either a private street or easement per AMC § 17.34.110. The proposed modification to city standards will not be detrimental to the surrounding neighborhood.

- E) The conditional use is not in conflict with the health and safety of the Community.**

FINDING:

The proposed modification to the minimum street frontage requirement of AMC 17.34.110 and 16.20.040(C), will not adversely impact the community's health and safety. As conditioned below, the private street will be built to public road standards.

- F) The conditional use is such that pedestrian and vehicular traffic associated with the use, will not be hazardous or conflict with existing and anticipated traffic in the neighborhood, and adequate pedestrian and vehicular**

connections to the arterials and adjacent areas as well as appropriate circulation within the project are provided consistent with city policies and standards for circulation patterns in the area.

FINDING:

The private street will provide access to each of the two proposed lots and duplexes to be constructed. Ingress and egress from the private street onto "J" Avenue, will have ample site distance and not conflict with existing or anticipated neighborhood vehicular or pedestrian traffic.

- G) The conditional use will be supported by adequate public facilities or services and will not adversely affect public services to the surrounding area or conditions can be established to mitigate adverse impacts on such facilities.**

FINDING:

Development will be required to comply with AMC Chapter 17.05 regulating "Concurrency" in the City of Anacortes. Required improvements will be required prior to final short plat approval and building permit certificate of occupancy being issued. As conditioned below, the private street will be built to public road standards and will meet minimum fire access/apparatus requirements.

- H) The conditional use is in compliance with the comprehensive plan.**

FINDING:

The proposed private street would provide access to two proposed lots of a two lot short plat that yet to be submitted. A duplex would be constructed on each of the two proposed lots. Duplexes are land uses that are permitted outright in the Residential Medium Density (R3) Zoning District. The applicant has applied for a Conditional Use Permit application to permit lot #2 of a proposed two lot short plat to be served by a twenty (20) foot wide private street within a twenty-two (22) foot wide private easement. Pursuant to AMC 17.34.110, a Conditional Use Permit is required as proposed lot #2 lacks the twenty feet of minimum access to street frontage and a private street is proposed. The conditional use will be in compliance with the comprehensive plan.

- I) The conditional use is designed in a manner which is compatible with the character and appearance of the existing, or proposed, development in the vicinity of the subject property and is consistent with the purpose of the zones in which the subject property is located.**

FINDING:

The conditional use proposed is to permit a 20-foot-wide private street proposed within a 22-foot-wide easement. The private street and easement will run across proposed lot #1 but benefit both of the two proposed lots providing ingress and egress to each.

The subject property is surrounded by single-family residences with the exception of Island View Elementary School located to the east. Duplexes are land uses that are permitted outright in the R3 Zoning District provided the applicable development standards are met. Except for the western side of the subject property, an existing wood fence surrounds the subject property. Development will be compatible with the neighborhood's character and appearance along with the underlying zoning district.

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

VIII. CONCLUSIONS OF LAW:

1. The public notice requirements of the Conditional-Use Permit have been complied with.
2. The project is consistent with the general purposes of the City's Comprehensive Plan, the city's planning standards and specifications of the zoning ordinance, and other ordinances applicable to the proposal.
3. The Planning Commission bases its Findings of Fact, Conclusions of Law & Recommendation on the entire record, including all testimony and exhibits. Any finding which would be deemed a Conclusion of Law, and any Conclusion of Law which should be deemed a finding is hereby adopted as such.

IX. STAFF RECOMMENDATION:

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

X. RECOMMENDATION:

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

XI. CONDITIONS OF APPROVAL:

1. The applicant shall be responsible for reimbursement to the City for the cost of posting, mailing and publication of the public hearing for this proposal. Payment shall be made prior to either short plat or building permit application submittal.
2. A Large Parcel Storm Water Plan and Water Quality Control Plan consistent with City requirements shall be submitted by the applicant for review and approval by the Planning\Building and Public Works Departments prior to any construction activities taking place on or off-site.
3. Storm water conveyance both on-site and off-site shall comply with City Storm drainage requirements.
4. Prior to any clearing\fill\grade work beginning, construction civil plans consistent with the City of Anacortes Engineering Development Standards, including but not limited to, Clearing and Grading Plan, Erosion Control Plan, Site utility\Infrastructure improvements Plan, Roadway Improvements Plan, Signage Plan, Street Lighting Plan and other plans and\or information required by the City Planning\Building and Public Works Departments shall be submitted for review and approval.
5. Security or construction fencing shall be installed at the project boundary's demarcating construction /clearing limits as required by the Planning and Public Works Departments.
6. All applicable permits shall be secured before any construction /grading activities begin onsite.
7. Best management practices (BMPs) shall be implemented during both demolition and construction activities.
8. Per STR-15 of the 2011 Engineering Standards, the private street shall be designed and constructed in a manner that fully supports both fire apparatus and sanitation vehicles.
9. Pursuant to AMC 16.20.060(C)(10), platted private streets shall be maintained by a property owner's association and noted on the face of the short plat.
10. Prior to final short plat approval, the edges of the private street shall be delineated with 18-inch red paint and 12-inch white lettering stating, "Fire Zone, No Parking."
11. A recorded maintenance agreement will be required that addresses the ownership and maintenance of a water quality facility. The water quality facility shall be privately owned and maintained and noted on the face of the short plat.

These Findings of Fact, Conclusions of Law, and Recommendation were adopted by the City of Anacortes' Planning Commission on January 25, 2017.

**CITY OF ANACORTES, WASHINGTON
PLANNING COMMISSION**

By M. Laumbattus
Marty Laumbattus, Planning Commission Chair

APPEALS:

Appeals shall be filed in accordance with AMC § 17.10.100

EXHIBITS:

EXHIBIT NUMBER:	NAME OF EXHIBIT:
Exhibit #01	Master Permit Application, Narrative, & CUP Criteria
Exhibit #02	Assessor's Info & City GIS Map
Exhibit #03	Notice of Application & Hearing
Exhibit #04	Public Comments Received
Exhibit #05	Agency & Department Comments Received
Exhibit #06	Site Photos
Exhibit #07	Site Plan

EXHIBIT #01:

MASTER PERMIT APPLICATION, NARRATIVE, & CUP CRITERIA

906 - 6th Street, P.O. Box 547, Anacortes, WA 98221-0547

1. **Applicant** **Contact Person (if different)**
 Name: Joey and Holly Goss
 Mailing Address: 5801 Kingsway
 City, State, Zip: Anacortes, WA 98221
 Phone#: _____
 Fax#: _____
 E-mail: _____
2. **Applicant's Interest to Property (check one)**
☒ Owner ☐ Contract Purchaser ☒ Lessee ☐ Other (specify) _____
3. **All Persons/Firms having an ownership interest in the property:**
 Name: Joey and Holly Goss Phone# _____
 Address: 5801 Kingsway, Anacortes WA 98221
 Name: _____ Phone# _____
 Address: _____
 Name: _____ Phone# _____
 Address: _____
4. **General location of property (including nearest intersection):** SEC: 24 TWP: 35 RNG: 01
2520 J Avenue, 640 feet north of intersection with 28th Street.
5. **Attach legal description of property. (If recording of legal description is required, the formal MUST comply with Recording Requirements.)**
6. **List all Property Tax Account Numbers involved in this application (Attach separate pages if necessary):**
P31813, 350124-0-045-0007
7. **Approximate acreage:** 0.41 acres 8. **Present zoning:** R3 Residential Medium Density
9. **Present use of property:** Residential
10. **Source of water supply and sewer supply:** City of Anacortes
11. **Permits requested from City:**
☐ Binding Site Plan ☐ Shoreline Management Conditional Use Permit
☒ Conditional Use Permit ☐ Shoreline Management Substantial Development
☐ Preliminary Plat ☐ Shoreline Variance
☐ Short Plat ☐ Rezone
☐ Planned Unit Development ☐ Comprehensive Plan Amendment
☐ Plat Modification ☐ Annexation
☐ Variance ☐ Special Use

12. Explain your request and ALL proposed uses included in this proposal: This is a Conditional Use Application for a 20' easement for access to a second lot on this parcel in place of 30 feet of frontage on an improved right-of-way, Section 17.38.110 - Street improvements.

PLEASE FILL IN ALL APPLICABLE SECTIONS

FOR REZONES:

13. Requested zoning: _____
14. Comprehensive Plan designation: _____
15. Has anyone applied for a rezone of this property within the last five years? _____
If yes, who? _____ Year? _____

FOR SUBDIVISIONS (PLATS):

16. Plat Name: _____ 17. Number of Lots: _____

FOR SHORT SUBDIVISIONS (SHORT PLATS):

18. Number of Lots: _____ 19. Duplex Lots Proposed: _____

FOR SHORELINE MANAGEMENT SUBSTANTIAL DEVELOPMENT OR CONDITION USE:

20. Total cost or fair market value (whichever is higher) of project (please state total value of all construction finishing work for which the permit will be issued, including all permanent equipment to be installed on the premises): \$ _____
21. Construction dates for which permit is requested (month & year): Begin: _____ / _____
End: _____ / _____
22. Does the project require a Shoreline/Floodplain location? If yes, please explain why: _____

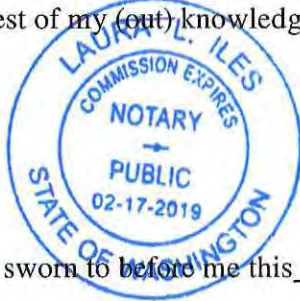
23. Water Body: _____ 24. Shoreline Environment Designation: _____

FOR VARIANCE (ZONING AND SHORELINE):

25. Code sections involved: _____
26. Description of variance requested: _____

STATE OF WASHINGTON)
) ss
COUNTY OF Skagit)

I (we) Joey Goss, 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 (~~our~~) knowledge and belief.



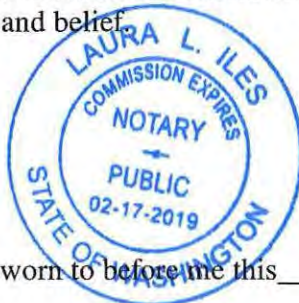
Signed: [Signature]
Property Owner

Subscribed and sworn to before me this 10th day of November, 2016

Laura L. Iles
Notary Public in and for the State of Washington,
residing at Anacortes

STATE OF WASHINGTON)
) ss
COUNTY OF Skagit)

I (we) Holly Goss, 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 (~~our~~) knowledge and belief.



Signed: [Signature]
Property Owner

Subscribed and sworn to before me this 10th day of November, 2016

Laura L. Iles
Notary Public in and for the State of Washington,
residing at Anacortes

HERRIGSTAD ENGINEERING

Civil Engineering and Land Surveying

4320 Whistle Lake Road
Anacortes, WA 98221Dale Herrigstad, P.E., P.L.S.
(360) 299-8804

November 14, 2016

Subject: 2520 J Avenue Easement Conditional Use Permit and Short Plat Narrative.

This is a Conditional Use Permit request for a proposed two lot Short Plat with one lot having a minimum 20 foot wide access to street frontage by means of an easement as allowed for in AMC Section 17.34.110 – Street Improvements..

Code Provisions:

The site zoning is a R3 Residential Medium Density District under chapter 17.34 of the Anacortes Municipal Code.

17.34.050 Minimum Lot size: The zoning has an allowable use of a duplex with a minimum lot size of 7,500 square feet.

17.34.060 Minimum setback requirements: 20' front, 5' & 10' side, and 20' rear.

17.34.070 Maximum Density 9 units per gross acre

Total acreage including 1/1 of the "J" Avenue (30') of right-of-way is 0.46 acres allowing 4.12 units.

17.34.080 – Maximum land coverage: 50% allowed, 5620 square foot bldg on 17,999 square foot lot for 31% coverage.

17.34.100 – Off-street parking requirements: At least two off-street parking spaces per dwelling unit.

17.34.110 – Street Improvements: A minimum 20 foot wide access to street frontage by means of an easement will require a Conditional Use Permit.

Sanitary Sewer:

Sewer will be extended from "J" Avenue.

Water service:

Water meters will be placed at "J" Avenue.

Storm drainage:

Storm water will sheet from the proposed driveway to a Bioretention Pond at the east end of the property near "J" Avenue for water quality treatment and discharge to the "J" Avenue storm drainage system.

Detention is not required as shown in the storm water drainage report.

Access:

Access will be from "J" Avenue at the same location as the formal house.

Clearing and Grading:

The site had residence and detached garage that has been removed. Top soil in the location of the proposed driveway and eastern duplex has been removed and replaced with gravel. Additional grading will be minor.

Critical Areas:

No critical areas are on site or in the downstream drainage system.

HERRIGSTAD ENGINEERING

Civil Engineering and Land Surveying

4320 Whistle Lake Road
Anacortes, WA 98221

Dale Herrigstad, P.E., P.L.S.
(360) 299-8804

November 14, 2016

Subject: 2520 "J" Avenue 2-Lot Short Plat Easement Conditional Use Permit response to Anacortes Municipal Code Section 17.10.100 .

This Condition Use Permit proposal is for a two lot Short Plat with one lot having a minimum 20 foot wide access to street frontage by means of an easement as allowed for in AMC Section 17.38.100 – Street Improvements.

The following criteria must be met according to Section 17.10.100.2

- a. The conditional use is designed in a manner which is compatible with the character and appearance of the existing, or proposed, development in the vicinity of the subject property and is consistent with the purpose of the zone in which the subject property is located:

The zoning is R3-residential medium density with minimum duplex lot sizes or 7,500 square feet and a maximum density of 9 dwelling units per gross acre. For density calculation using ½ the road right-of-way the area is 0.46 acres allowing 4.12 units. This proposal is consistent with the purpose of the zoning.

The property adjacent to the south is a Planned Unit Development with 8 - 3120 square foot lots and a 20 foot public right-of-way surrounding the interior lots. This 20 foot easement and driveway will be adjacent to the 20 foot right of way to the south separated by a solid wood fence and approximately 3 feet of landscaping.

The properties to the north and west are single family homes with 6,500 to 7,500 square foot lots.

Additional duplex and triplex lots lie 500 feet to the south on 28th Street.

- b. The location, size and height of buildings, structures, walls and fences, and screening vegetation for the conditional use shall not hinder neighborhood circulation or discourage the permitted development or use of neighboring properties:

The entire perimeter of the site is screened with solid wood fences except along the frontage of "J" Avenue. This site is no internal neighborhood circulation and the "J" Avenue sidewalks will not change.

c.

The conditional use is designed in a manner that is compatible with the physical characteristics of the subject property:

An existing old home and garage was removed from the site as well as the overgrown unmaintained brush and blackberries. The site has a slight 3.5%

slope from the back of the property to "J" Avenue with no proposed changes to the characteristic except new landscaping.

d.

Requested modifications to standards are limited to those which will mitigate impacts in a manner equal to or greater than the standards of this title or will not be detrimental to the surrounding neighborhood;

This proposal utilizing a minimum 20 foot wide easement to the rear lot will also provide ample parking on site to limit on street parking.

e.

The conditional use is not in conflict with the health and safety of the community;

We do not see an adverse impact to the community.

f.

The conditional use is such that pedestrian and vehicular traffic associated with the use will not be hazardous or conflict with existing and anticipated traffic in the neighborhood, and adequate pedestrian and vehicular connections to the arterials and adjacent areas as well as appropriate circulation within the project are provided consistent with city policies and standards for circulation patterns in the area;

The access from the site onto "J" Avenue will have ample site distance and not conflict with existing pedestrian or vehicular traffic. Island View Elementary school lies directly across the street with the access to the parking lot east if this entry approximately 45 feet.

The interior driveway allows for ample turn-around so no cars need to back out onto "J" Avenue.

g.

The conditional use will be supported by adequate public facilities or services and will not adversely affect public services to the surrounding area or conditions can be established to mitigate adverse impacts on such facilities;

The project will provide for water quality treatment of the proposed storm water runoff from the new driveway surface prior to discharging to the city storm system in "J" Avenue. The total increase in impervious area does not exceed the Department of Ecology storm water manual threshold requiring detention and should not have an adverse impact on storm water facilities. Efforts are included in the design to allow for infiltration of runoff to the extent possible considering the type of soils.

All other public facilities should not see any change.

h.

The conditional use is in compliance with the comprehensive plan.

This Condition Use Proposal is for an easement to a rear lot to allow for adequate space for a front parcel to be developed. This allows for more density on an otherwise long narrow parcel. Comprehensive General City Goal (#3) calls for compatible land use and improve the visual appearance in each and every zoning district and GMA Goal #4 is encourage the availability of affordable housing.

SCHEDULE A

Name and address of the issuing company: Land Title Company of Skagit County
111 East George Hopper Road, Burlington, WA 98233

Date of Policy:	April 22, 2016 at 9:10AM	Amount of Insurance:	\$	160,000.00
Order No.:	154748-FAE	Premium:	\$	705.00
Policy No.:	5011400-1399610e			
Address Reference:	2520 J Avenue, Anacortes, WA 98221			

1. Name of Insured:

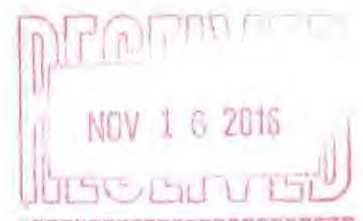
JOEY GOSS and HOLLY GOSS

2. The estate or interest in the Land that is insured by this policy is:

FEE SIMPLE ESTATE

3. Title is vested in:

THE NAMED INSURED, husband and wife



4. The land referred to in this policy is situated in the State of Washington, County of Skagit and is described as follows:

(See Schedule "A-1," attached.)

ALTA Owner's Policy (6/06)

Order No.: 154748-FAE

Policy No.: 5011400-1399610e

SCHEDULE "A-1"

DESCRIPTION:

The South 65 feet of the following described tract:

That portion of the Southeast $\frac{1}{4}$ of Section 24, Township 35 North, Range 1 East, W.M., described as follows:

Beginning at a point 25 rods East and 877.775 feet North of the Southwest corner of said Southeast $\frac{1}{4}$, said point being the Northwest corner of that certain tract conveyed to A. J. Loss by deed recorded under Auditor's File No. 217234, records of Skagit County, Washington;
thence North 435.725 feet, more or less, to the Southwest corner of that certain 8 foot strip conveyed to Palmer Rice and Emma Rice by deed recorded under Auditor's File No. 516761, records of Skagit County, Washington;
thence East along the South line of said Rice tract 265.2 feet, more or less, to the West line of "J" Avenue as conveyed to the City of Anacortes by deed recorded under Auditor's File No. 171141, records of Skagit County, Washington;
thence South along the West line of said "J" Avenue to a point East of the point of beginning;
thence West 265.2 feet, more or less, to the point of beginning,

EXCEPT that portion conveyed to the City of Anacortes, by Deed recorded December 17, 1958, under Auditor's File No. 574224, records of Skagit County, Washington.

Situate in the County of Skagit, State of Washington.

SCHEDULE B

GENERAL EXCEPTIONS

Except as provided in Schedule B – Part II, this policy does not insure against loss or damage (and the company will not pay costs, attorneys' fees, or expenses) that arise by reason of:

1. (a) Taxes or assessments that are not shown as existing liens by the records of any taxing authority that levies taxes or assessments on real property or by the Public Records; (b) proceedings by a public agency that may result in taxes or assessments, or notices of such proceedings, whether or not shown by the records of such agency or by the Public Records.
2. Any facts, rights, interests, or claims that are not shown by the Public Records but that could be ascertained by an inspection of the Land or that may be asserted by persons in possession of the Land.
3. Easements, liens or encumbrances, or claims thereof, not shown by the Public Records.
4. Any encroachment, encumbrance, violation, variation, or adverse circumstance affecting the Title that would be disclosed by an accurate and complete land survey of the Land and not shown by the Public Records.
5. (a) Unpatented mining claims; (b) reservations or exceptions in patents or in Acts authorizing the issuance thereof; (c) water rights, claims or title to water, whether or not the matters excepted under (a), (b), or (c) are shown by the Public Records.

END OF GENERAL EXCEPTIONS

ALTA Owner's Policy (6/06)

Order No.: 154748-FAE

Policy No.: 5011400-1399610e

SCHEDULE B

SPECIAL EXCEPTIONS:

This policy does not insure against loss or damage (and the Company will not pay costs, attorney's fees or expenses) which arise by reason of:

1. General taxes, together with interest, penalty and statutory foreclosure costs, if any, first half delinquent May 1, 2016, if unpaid, second half delinquent November 1, 2016, if unpaid:

<u>Account No.</u>	<u>Year</u>	<u>Amount Billed</u>	<u>Amount Paid</u>	<u>Balance Owing</u>
350124-0-045-0007	2016	\$ 2,197.84	\$1,098.94	\$1,098.90

Property I.D. No.: P31813

2. Municipal assessments and impact fees, if any, levied by the City of Anacortes.

END OF SPECIAL EXCEPTIONS

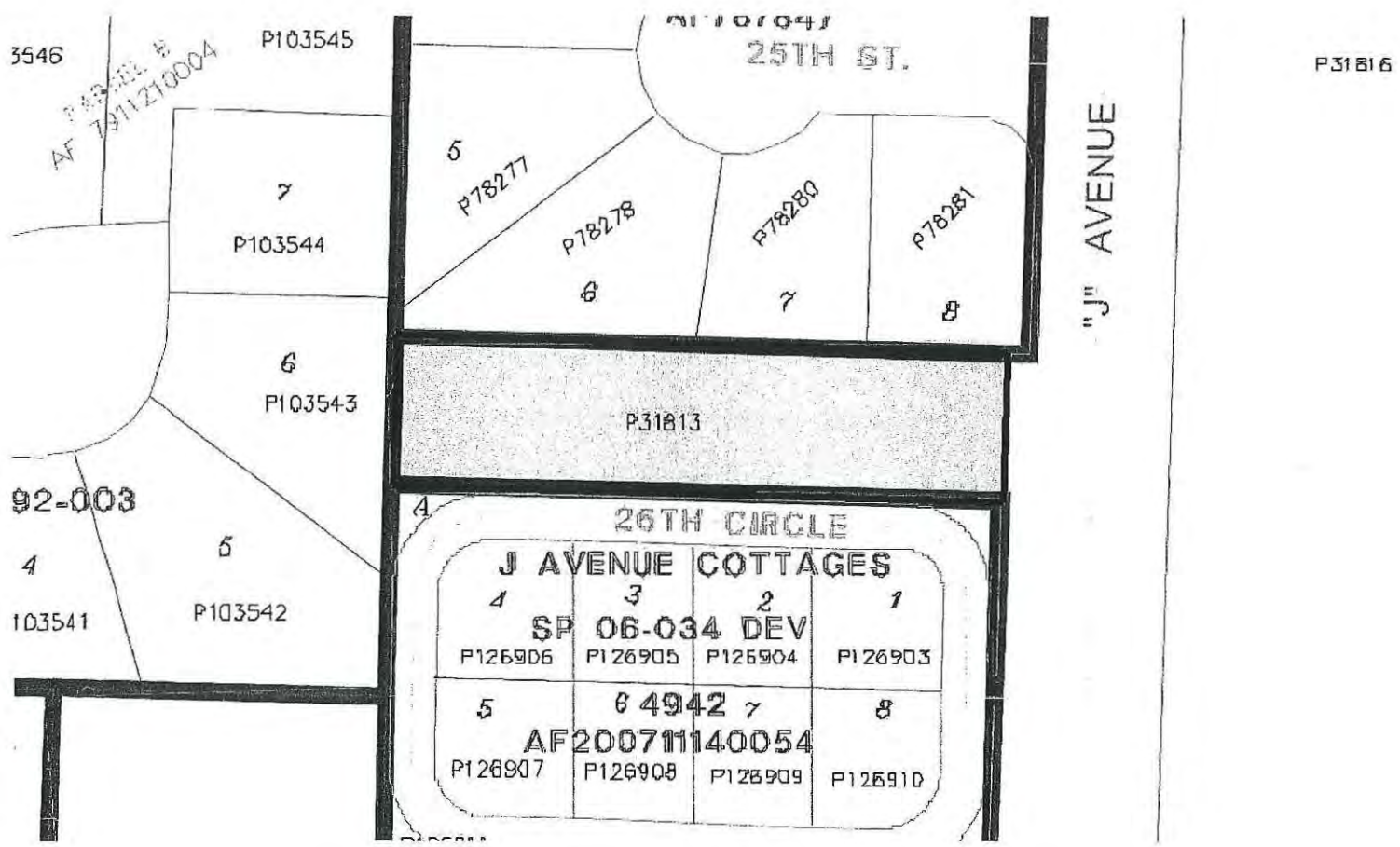


EXHIBIT #02:

ASSESSOR'S INFO & CITY GIS MAP



Subject Property



Details for Parcel: P31813



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

Zoning Designation:

[Recorded Documents](#)

[Excise Affidavits](#)

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

Parcel Number

P31813

XrefID

350124-0-045-0007

Quarter Section Township Range

SE 24 35 01

Owner Information

GOSS JOEY
GOSS HOLLY
5801 KINGSWAY
ANACORTES, WA 98221

Site Address(es)

2516 J AVENUE
Anacortes, WA (Jurisdiction, State)
[Zip Code Lookup](#) | [Site Address Information](#)

Map Links

[Open in iMap](#)
Assessor's Parcel Map:
[PDF](#) | [DWF](#)

Current Legal Description Abbreviation Definitions

(0.4000 ac) S 65FT OF FOL TR TH PTN SE1/4 BAAP 412.5FT E & 877.775FT N OF SW C SD SE1/4 TH N 435.725FT M/L TH E 265.2F TM/L TO W LI J AVE TH S ALG W LI J AVE TAP E OF TPB TH W TPB

2016 Values for 2017 Taxes*

Building Market Value \$100,900.00
Land Market Value +\$134,500.00
Total Market Value \$235,400.00
Assessed Value \$235,400.00
Taxable Value \$235,400.00

Sale Information

Deed Type WARRANTY DEED
Sale Date 2016-04-06
Sale Price \$160,000.00

2017 Property Tax Summary

2017 Taxes will be available after 2/15/2017
Use the Taxes link above for 2016 taxes

* Effective date of value is January 1 of the assessment year (2016)

Legal Description at time of Assessment

*Land Use	(111) HOUSEHOLD, SFR, INSIDE CITY		WAC 45B-53-030	
Neighborhood	(20ACENTRAL) ANACORTES CENTRAL RESIDENTIAL			
Levy Code	0900	Fire District		
School District	SD103	Exemptions		
Utilities	PWR-P,SEW,WTR-P	Acres	0.00	
Improvement 1 Attributes Summary				
Building Style	TWO STORY			
Year Built	1950	Foundation	CONCRETE	
Above Grade Living Area	2,200 Square Feet	Exterior Walls	SIDING	
Finished Basement		Roof Covering	COMP	
*Total Living Area	2,200 Square Feet	Heat/Air Conditioning	BASEBOARD ELECTRIC	
Unfinished Basement		Fireplace	DIRECT VENT	
*Total Garage Area	504 Square Feet	Bedrooms	3	
Bathrooms	2 FULL BATHS			
For additional information on individual segments see Improvements tab				

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.

EXHIBIT #03:

NOTICE OF APPLICATION & HEARING



NOTICE OF APPLICATION & HEARING:

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

Request: The applicant recently submitted a Conditional Use Permit application to permit lot #2 of a proposed two lot short plat to be served by a twenty foot wide private street within a twenty-two foot wide private easement. A Conditional Use Permit is required per AMC 17.34.110 as proposed lot #2 lacks the twenty feet minimum access to street frontage and a private street is proposed.

Applicant: Joey & Holly Goss **File Number:** CUP-2016-1004

Project Location: The project site is located at 2520 J Avenue within a portion of Section 24; Township 35 North; Range 01 East; Willamette Meridian.

Date of Application: November 16, 2016 **Date Application Deemed Complete:** December 14, 2016

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 14-day comment period ends on **January 4, 2017, 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 Open-Record Public Hearing.

Required Project Permits/Approvals: The following may be required in addition to the above: Preliminary & Final Short Plat Submittal & Approval, Civil Construction Plan approval, & Building Permit Application Approval

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

SEPA Review: SEPA environmental review is not required.

Open-Record Public Hearing: An open-record public hearing will be held by the **Planning Commission at 6:00 PM on Wednesday, January 25, 2017.**

Closed-Record Public Hearing: A closed-record public hearing to hear any appeals of the Planning Commission's recommendation and to make a decision on the application will be held by the **City Council at 6:00 PM on Tuesday February 21, 2017.** Both hearings will be held in City Council chambers located at 904 6th Street, Anacortes, WA.

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

For Project Information: Kevin Cricchio, AICP, Associate Planner; Phone: (360) 630-6270; Email: kevinc@cityofanacortes.org; City of Anacortes, P.O. Box 547, Anacortes, WA 98221

Date Issued: December 21, 2016

Publish: December 21, 2016

EXHIBIT #04:

PUBLIC COMMENTS RECEIVED

**NO PUBLIC COMMENTS
HAVE BEEN RECEIVED
TO DATE**

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) 293-1901

FAX (360) 293-1938

Department / Agency Comment Form:

December 15, 2016

Project Name: 20 foot private road within 22 foot easement; Conditional Use Permit, CUP-2016-1004,

From: Kevin Cricchio, AICP, Associate Planner; City of Anacortes; 904 6th Street; P.O. Box 547, Anacortes, WA 98221; Phone: (360) 630-6270; Email: kevinc@cityofanacortes.org

Description of Subject Proposal:

CUP-2016-1004: The applicant recently submitted a Conditional Use Permit application to permit lot #2 of a proposed two lot short plat to be served by a twenty foot wide private street within a twenty-two foot wide private easement. A Conditional Use Permit is required per AMC 17.34.110 as proposed lot #2 lacks the twenty feet minimum access to street frontage and a private street is proposed. The project site is located at 2520 "J" Avenue and is within a portion of Section 24; Township 35 North; Range 01 East; Willamette Meridian. **Provide any conditions or requirements to me by: 5:00 PM on January 4, 2017.**

Applicant/Landowner:

Joey & Holly Goss
5801 Kingsway
Anacortes, WA 98221

Conditions &/or Requirements:

* NO ISSUES AS PROPOSED. CIVIL PLAN REVIEW TO FOLLOW.

Signature:

A handwritten signature in red ink, likely of Don Measamer, written over a horizontal line.

Date:

12.23.16

Dept. / Agency Name:

PUBLIC WORKS ENGINEERING - COA



Development Review Group (DRG)

Name of Applicant: Joey & Holly Goss

Brief Description: 20 foot private road within 22 foot easement; Conditional Use Permit, CUP-2016-1004

Please initial if approved and/or include your comments:

Street Department: B.H.

Comments:

OK

Water Department: TN

Comments:

OK

Solid Waste: M.K.

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) 293-1901

FAX (360) 293-1938

Department / Agency Comment Form:

December 15, 2016

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From: Kevin Cricchio, AICP, Associate Planner; City of Anacortes; 904 6th Street; P.O. Box 547, Anacortes, WA 98221; Phone: (360) 630-6270; Email: kevinc@cityofanacortes.org

**Description
of Subject
Proposal:**

CUP-2016-1004: The applicant recently submitted a Conditional Use Permit application to permit lot #2 of a proposed two lot short plat to be served by a twenty foot wide private street within a twenty-two foot wide private easement. A Conditional Use Permit is required per AMC 17.34.110 as proposed lot #2 lacks the twenty feet minimum access to street frontage and a private street is proposed. The project site is located at 2520 "J" Avenue and is within a portion of Section 24; Township 35 North; Range 01 East; Willamette Meridian. **Provide any conditions or requirements to me by: 5:00 PM on January 4, 2017.**

**Applicant/
Landowner:**

Joey & Holly Goss
5801 Kingsway
Anacortes, WA 98221

Conditions &/or Requirements:

Water
No issues
JN

Signature:

Date:

Dept. / Agency Name:

Cricchio, Kevin

From: Kim.Carpenter@skagitpud.org
Sent: Thursday, December 15, 2016 11:30 AM
To: Cricchio, Kevin
Subject: Re: CUP-2016-1004, Joey Goss, Parcel #: P31813
Attachments: CUP-2016-1004, Combined.pdf

Mr. Cricchio

The District is in receipt of your email dated 12/15 regarding the above referenced CUP. Your email has been forwarded to our Environmental Services Coordinator for response.

Kim

Kim Carpenter

Executive Assistant/Clerk of the Board



1415 Freeway Drive
PO Box 1436
Mount Vernon, WA 98273

P. (360) 848-4460
F. (360) 416-0352
E. Kim.Carpenter@skagitpud.org
W. www.SkagitPUD.org

This message is intended exclusively for the individual or entity to which it is addressed. This communication may contain information that is proprietary, privileged or confidential or otherwise legally exempt from disclosure. If you are not the named addressee, you are not authorized to read, print, retain, copy or disseminate this message or any part of it. If you have received this message in error, please notify the sender immediately by e-mail and delete all copies of the message.

From: "Cricchio, Kevin" <kevinc@cityofanacortes.org>
To: "mcewanr@wsdot.wa.gov" <mcewanr@wsdot.wa.gov>, "Thompson, Doug S (DFW)" <Doug.Thompson@dfw.wa.gov>, "TeamMillCreek@dfw.wa.gov" <TeamMillCreek@dfw.wa.gov>, "Kaehler, Gretchen (DAHP)" <Gretchen.Kaehler@DAHP.wa.gov>, "brandonb@co.skagit.wa.us" <brandonb@co.skagit.wa.us>, "ddigges@skagittransit.org" <ddigges@skagittransit.org>, "Miller, Mark" <mark_miller@fws.gov>, "lcampbell@swinomish.nsn.us" <lcampbell@swinomish.nsn.us>, "Sarah Tchang" <sarah@portofanacortes.com>, "thyatt@skagitcoop.org" <thyatt@skagitcoop.org>, "Todd Woodard" <twoodard@samishtribe.nsn.us>, "Jackie Ferry" <jferry@samishtribe.nsn.us>, "sschuyler@UPPERSKAGIT.com" <sschuyler@UPPERSKAGIT.com>, "Markb@nwcleanairwa.gov" <Markb@nwcleanairwa.gov>, "PUD@skagitpud.org" <PUD@skagitpud.org>, "Torhil Ramsay" <tramsay@asd103.org>, "McCammant, Ted" <Ted.McCammant@cngc.com>, "elizabeth.bartlett@pse.com" <elizabeth.bartlett@pse.com>, "jane.major@pse.com" <jane.major@pse.com>, Development Review Group <DevelopmentReviewGroup@cityofanacortes.org>
Date: 12/15/2016 10:01 AM
Subject: CUP-2016-1004, Joey Goss, Parcel #: P31813

12-15-16

RE: CUP-2016-1004, Joey Goss, Parcel #: P31813

Good morning. Attached is an application for a Conditional Use Permit to permit lot #2 of a proposed two lot short plat to be served by a twenty foot wide private street within a twenty-two foot wide private easement. A Conditional Use Permit is required per AMC 17.34.110 as proposed lot #2 lacks the twenty feet minimum access to street frontage and a private street is proposed. Please provide any comments/ requirements to me by **5:00 PM on January 4, 2017**. Thank you.

Cricchio, Kevin

From: McEwan, Ray D. <McEwanR@wsdot.wa.gov>
Sent: Monday, December 19, 2016 1:56 PM
To: Cricchio, Kevin
Subject: WSDOT Comments - CUP-2016-1004

Kevin Cricchio:

Thank you for giving WSDOT the opportunity to review and comment on the project (CUP-2016-1004) located at 2520 J Avenue; Anacortes, WA 98221. WSDOT has no comments on this project at this time.

However, should any changes be made to the proposal that would alter Trip generation, distribution or use of the site, WSDOT reserves the right to comment on this proposal again.

If you have any questions, please feel free to contact me at **(360) 757-5964**.

Regards,

Ray McEwan

Development Services-Access Engineer

Mt Baker Area Headquarters Office

1043 Goldenrod Rd, Ste 101

Burlington, WA 98233

mcewanr@wsdot.wa.gov

(360) 757-5964

EXHIBIT #06:

SITE PHOTOS



CUP-2016-1004, Joey Goss –SITE PICTURES:



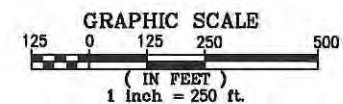
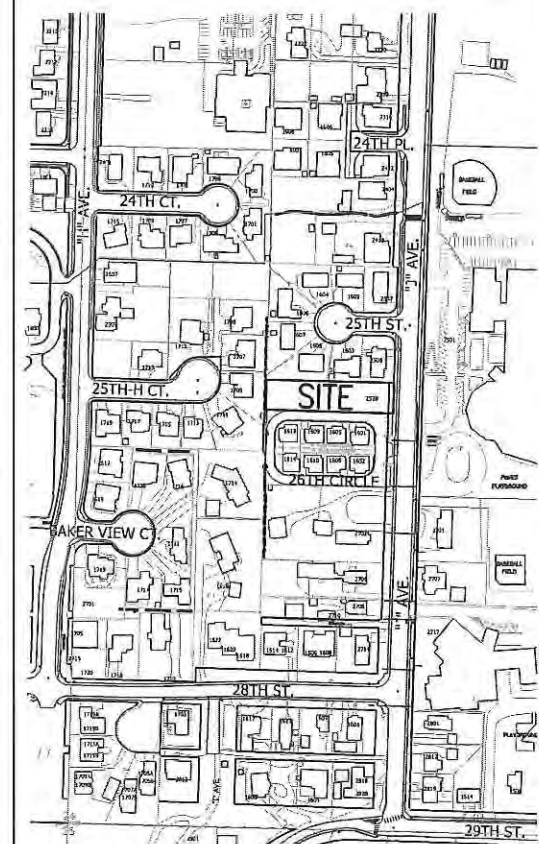
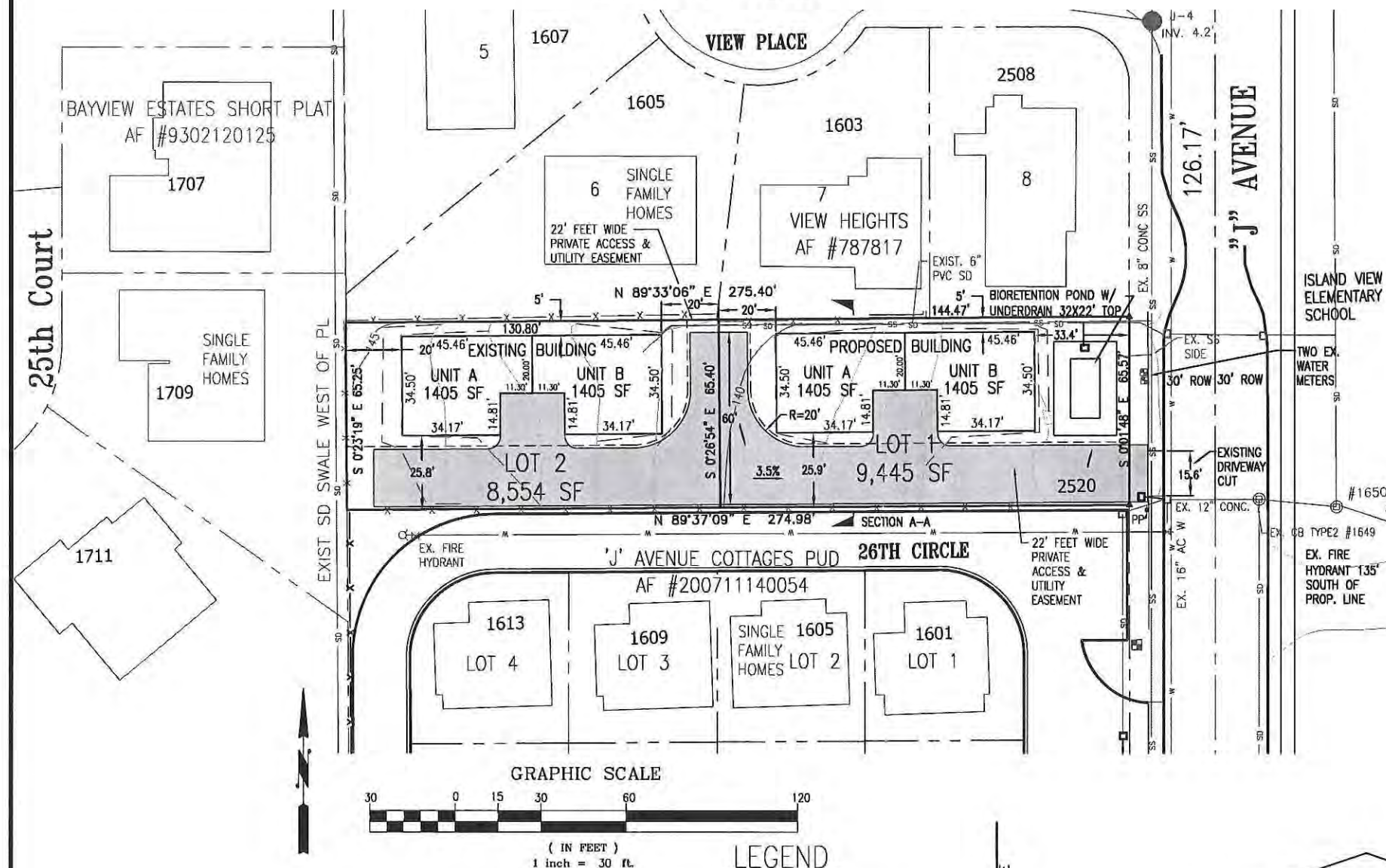


EXHIBIT #07:

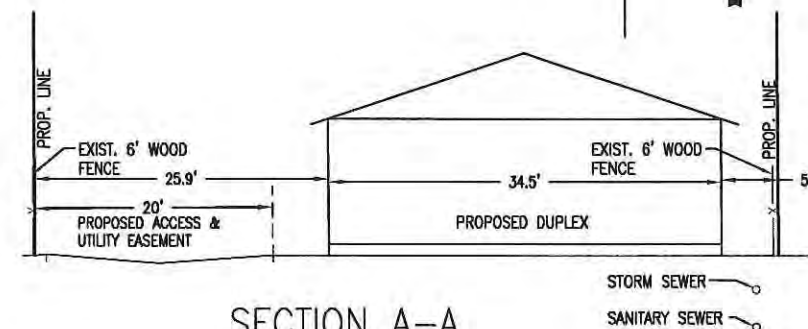
SITE PLAN



"J" AVENUE DUPLEXES 2520 "J" AVENUE



VICINITY PLAN



SECTION A-A
SCALE: 1"=10'

LEGAL DESCRIPTION PARCEL P31813

The South 65 feet of the following described tract:

That portion of the Southeast 1/4 of Section 24, Township 35 North, Range 1 East, W.M., described as follows:

Beginning at a point 25 rods East and 877.775 feet North of the Southwest corner of said Southeast 1/4, said point being the Northwest corner of that certain tract conveyed to A. J. Loss by deed recorded under Auditor's File No. 217234, records of Skagit County, Washington; thence North 435.725 feet, more or less, to the Southwest corner of that certain 8 foot strip conveyed to Palmer Rice and Emma Rice by deed recorded under Auditor's File No. 516761, records of Skagit County, Washington; thence East along the South line of said Rice tract 265.2 feet, more or less, to the West line of "J" Avenue as conveyed to the City of Anacortes by deed recorded under Auditor's File No. 171141, records of Skagit County, Washington; thence South along the West line of said "J" Avenue to a point East of the point of beginning; thence West 265.2 feet, more or less, to the point of beginning.

EXCEPT that portion conveyed to the City of Anacortes, by Deed recorded December 17, 1958, under Auditor's File No. 574224, records of Skagit County, Washington.

Situate in the County of Skagit, State of Washington.

LEGEND	
FENCE	X - X - X - X
GAS	G
UNDERGROUND POWER	UGP
SANITARY SEWER	SS
STORM SEWER	SD
WATER MAIN	W
PV	P
SDCB	□
SSCM	○
SSMH	⊙
TV	T
WFH2	W
WGV	W
WMET	M

AREAS

TOTAL PARCEL AREA = 17,999 SF
TOTAL AREA OF BUILDINGS = 5,620 SF
TOTAL PAVED AREAS SHOWN SHADED = 7,302 SF
TOTAL FILL 125 CF GRAVEL PIT RUN
TOTAL EXCAVATION 200 CF TOP SOIL TAKEN OFF SITE

CONDITIONAL USE PERMIT SITE PLAN

OWNER/DEVELOPER: Joey & Holly Goss
5801 Kingsway
Anacortes, WA 98221

P31813

A PORTION OF THE SE 1/4 OF
SECTION 24, TOWNSHIP 35 N., RNG. 1 EAST, W.M.
CITY OF ANACORTES, SKAGIT COUNTY, WASHINGTON

HERRIGSTAD ENGINEERING & SURVEYING
4320 Whistle Lake Road, Anacortes, WA 98221 (360) 299-8804

SHEET 1 OF 1

DWN BY: DKH
CHECK BY: DH
DATE: Nov. 2016
SCALE: Noted
Job2016-50



11-15-16

EXHIBIT #08:

PLANNING COMMISSION'S PRESENTATION



PLANNING COMMISSION

Open-Record Public Hearing

January 25, 2017, @ 6:00 PM

By: Kevin Cricchio, AICP, Associate Planner

CUP-2016-1004:

PROJECT LOCATION:

The subject property is addressed as 2520 “J” Avenue, Anacortes, Washington and is located in a portion of the SE ¼ of Section 24; Township 35 North; Range 01 East; Willamette Meridian.

LANDOWNER:

Joey & Holly Goss
5801 Kingsway
Anacortes, WA 98221

CUP-2016-1004:

SUBJECT PROPOSAL:

The applicant has applied for a Conditional Use Permit application to permit lot #2 of a proposed two lot short plat to be served by a twenty (20) foot wide private street within a twenty-two (22) foot wide private easement. A Conditional Use Permit is required per AMC § 17.34.110 as proposed access to lot #2 would be via a private street within an easement.

CUP-2016-1004:

SUBJECT PARCEL #:

P31813

CUT & FILL PROPOSED:

- Fill = 125 cubic feet of gravel
- Cut /Excavation = 200 cubic feet of soil

SITE ACREAGE:

- Net Acreage = 0.41 acres or 17,999 SQ'
- Gross Acreage = 0.46 acres (includes ½ abutting ROW) or 20,038 SQ'

CUP-2016-1004:

CURRENT ZONING:

Residential Medium Density (R3) Zoning District

SURROUNDING ZONING & LAND USES:

Direction:	Zoning:	Present Land-Use:
North:	Residential Medium Density (R3) Zoning District	Single-family residences
South:	Residential Medium Density (R3) Zoning District	Single-family residences
East:	Public Use (P) Zoning District	Island View Elementary School
West:	Residential Medium Density (R3) Zoning District	Single-family residences

CUP-2016-1004:

BACKGROUND:

1. The applicant wishes to create two lots via a short plat subdivision of the subject property. A duplex would be constructed on each lot. Duplex land uses are permitted outright in the R3 Zoning District per AMC 17.34.020. The minimum lot size for a lot within the R3 Zoning District containing a duplex is 7,500 square feet.
2. The applicant has not submitted a short plat application to date to divide the subject parcel in half.
3. According to AMC 17.34.110, twenty (20) feet of frontage or an easement to twenty (20) feet of street frontage is required on an improved public street with a continuous access route not less than twenty feet wide from the street to the primary portion of the lot. Furthermore, according to AMC 16.20.040(C), each lot shall abut a public or private road. Lot frontage on said roads shall not be less than thirty feet. Proposed lot #2 would be landlocked and not have either 20 or 30 feet of frontage on an improved public street. Access to lot #2 would be via a 20-foot-wide private street located within a 22-foot-wide easement. Accordingly, the applicant has submitted a Conditional Use Permit application for review and consideration as is required per AMC 17.34.110.

CUP-2016-1004:

BACKGROUND (CONTINUED):

4. On November 16, 2016, the City of Anacortes' Planning, Community, & Economic Development Department received the subject Conditional Use Permit application from the applicant.
5. The application was reviewed and deemed incomplete on December 13, 2016.
6. The subject application was deemed **complete on December 14, 2016**
7. A fourteen (14) day comment period for the Conditional Use Permit application, ended at 5:00 PM on January 4, 2017, but comments were accepted up until the close of the of the open-record public hearing.
8. A closed-record public hearing before the City Council is scheduled for 6:00 PM on February 21, 2017.

CUP-2016-1004:

NOTICING:

1. Notice of Application and Hearing was published in the Anacortes American Newspaper on December 21, 2016.
2. The subject property was posted by staff in two (2) different locations on December 14, 2016.
3. Neighboring landowners within 300 feet of the subject property were mailed notice of the subject proposal and hearing on December 15, 2016.
4. Agencies and departments of jurisdiction were solicited for comment on December 15, 2016.
5. Notice was posted at city hall, the library, the local USPS office, & on the city's website on December 14, 2016.

CUP-2016-1004:

SEPA ENVIRONMENTAL REVIEW:

The subject proposal is exempt from SEPA environmental review per AMC § 18.04.120 as less than twenty dwelling units are proposed, landfills and excavations are less than 500 cubic yards, less than five lots are proposed as part of a future short plat, and no critical areas are located onsite.

CRITICAL AREAS REVIEW:

No Critical Areas are located either on the subject property or within 300 feet of it.

CUP-2016-1004:

ZONING:

The Conditional Use Permit criteria of approval can be found in AMC 17.10.100(B)(2) and on pages 3-7 of your staff reports.

PUBLIC COMMENTS RECEIVED:

No public comment has been received to date regarding the subject proposal (**See Exhibit #04**).

AGENCY & DEPARTMENT COMMENT:

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

CUP-2016-1004:

STAFF RECOMMENDATION:

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

CUP-2016-1004:

EXHIBITS:

EXHIBIT NUMBER:	NAME OF EXHIBIT:
Exhibit #01	Master Permit Application, Narrative, & CUP Criteria
Exhibit #02	Assessor's Info & City GIS Map
Exhibit #03	Notice of Application & Hearing
Exhibit #04	Public Comments Received
Exhibit #05	Agency & Department Comments Received
Exhibit #06	Site Photos



Subject Property



Details for Parcel: P31813



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

Zoning Designation:

[Recorded Documents](#)

[Excise Affidavits](#)

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

Parcel Number

P31813

XrefID

350124-0-045-0007

Quarter Section Township Range

SE 24 35 01

Owner Information

GOSS JOEY
GOSS HOLLY
5801 KINGSWAY
ANACORTES, WA 98221

Site Address(es)

2516 J AVENUE
Anacortes, WA (Jurisdiction, State)
[Zip Code Lookup](#) | [Site Address Information](#)

Map Links

[Open in iMap](#)
Assessor's Parcel Map:
[PDF](#) | [DWF](#)

Current Legal Description Abbreviation Definitions

(0.4000 ac) S 65FT OF FOL TR TH PTN SE1/4 BAAP 412.5FT E & 877.775FT N OF SW C SD SE1/4 TH N 435.725FT M/L TH E 265.2F TM/L TO W LI J AVE TH S ALG W LI J AVE TAP E OF TPB TH W TPB

2016 Values for 2017 Taxes*

Building Market Value \$100,900.00
Land Market Value +\$134,500.00
Total Market Value \$235,400.00
Assessed Value \$235,400.00
Taxable Value \$235,400.00

Sale Information

Deed Type WARRANTY DEED
Sale Date 2016-04-06
Sale Price \$160,000.00

2017 Property Tax Summary

2017 Taxes will be available after 2/15/2017
Use the Taxes link above for 2016 taxes

* Effective date of value is January 1 of the assessment year (2016)

Legal Description at time of Assessment

*Land Use	(111) HOUSEHOLD, SFR, INSIDE CITY		WAC 45B-53-030	
Neighborhood	(20ACENTRAL) ANACORTES CENTRAL RESIDENTIAL			
Levy Code	0900	Fire District		
School District	SD103	Exemptions		
Utilities	PWR-P,SEW,WTR-P	Acres	0.00	
Improvement 1 Attributes Summary				
Building Style	TWO STORY			
Year Built	1950	Foundation	CONCRETE	
Above Grade Living Area	2,200 Square Feet	Exterior Walls	SIDING	
Finished Basement		Roof Covering	COMP	
*Total Living Area	2,200 Square Feet	Heat/Air Conditioning	BASEBOARD ELECTRIC	
Unfinished Basement		Fireplace	DIRECT VENT	
*Total Garage Area	504 Square Feet	Bedrooms	3	
Bathrooms	2 FULL BATHS			
For additional information on individual segments see Improvements tab				

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.

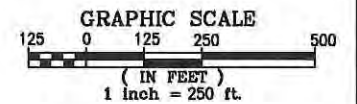
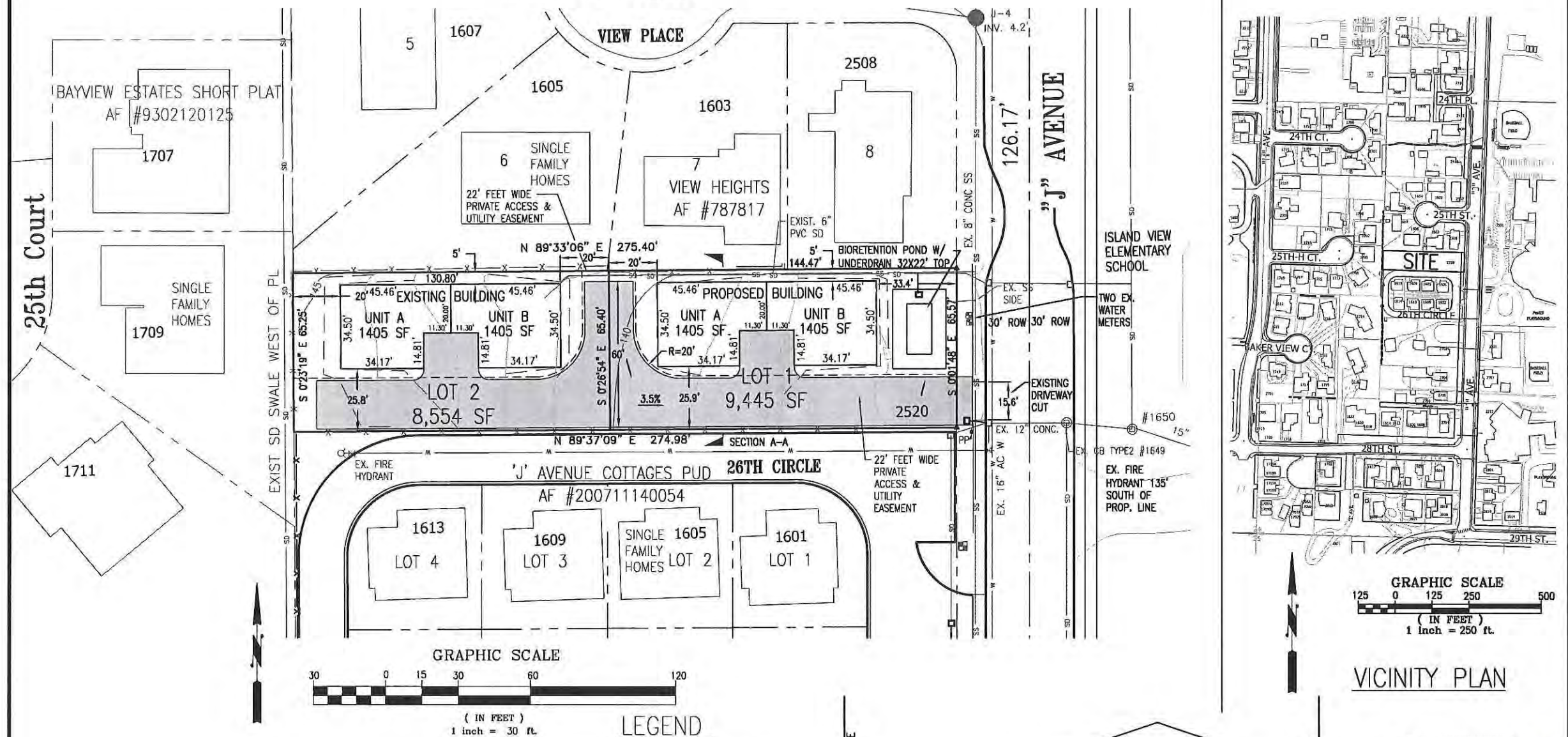
Assessment data for improvements is based on exterior inspections. Please contact the Assessor's office if the information does not accurately reflect the interior characteristics.

CUP-2014-1004, Joey Goss –SITE PICTURES:

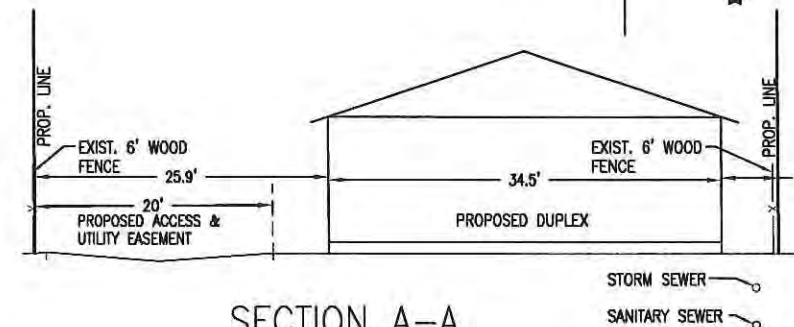




"J" AVENUE DUPLEXES 2520 "J" AVENUE



VICINITY PLAN



SECTION A-A
SCALE: 1"=10'

LEGAL DESCRIPTION PARCEL P31813

The South 65 feet of the following described tract:

That portion of the Southeast 1/4 of Section 24, Township 35 North, Range 1 East, W.M., described as follows:

Beginning at a point 25 rods East and 877.775 feet North of the Southwest corner of said Southeast 1/4, said point being the Northwest corner of that certain tract conveyed to A. J. Loss by deed recorded under Auditor's File No. 217234, records of Skagit County, Washington; thence North 435.725 feet, more or less, to the Southwest corner of that certain 8 foot strip conveyed to Palmer Rice and Emma Rice by deed recorded under Auditor's File No. 516761, records of Skagit County, Washington; thence East along the South line of said Rice tract 265.2 feet, more or less, to the West line of "J" Avenue as conveyed to the City of Anacortes by deed recorded under Auditor's File No. 171141, records of Skagit County, Washington; thence South along the West line of said "J" Avenue to a point East of the point of beginning; thence West 265.2 feet, more or less, to the point of beginning,

EXCEPT that portion conveyed to the City of Anacortes, by Deed recorded December 17, 1958, under Auditor's File No. 574224, records of Skagit County, Washington.

Situate in the County of Skagit, State of Washington.

FENCE	X - X - X - X
GAS	G
UNDERGROUND POWER	UGP
SANITARY SEWER	SS
STORM SEWER	SD
WATER MAIN	W
PV	P
SDCB	□
SSCM	○
SSMH	⊙
TV	T
WFH2	W
WGV	W
WMET	M

AREAS

TOTAL PARCEL AREA = 17,999 SF
TOTAL AREA OF BUILDINGS = 5,620 SF
TOTAL PAVED AREAS SHOWN SHADED = 7,302 SF
TOTAL FILL 125 CF GRAVEL PIT RUN
TOTAL EXCAVATION 200 CF TOP SOIL TAKEN OFF SITE

CONDITIONAL USE PERMIT SITE PLAN

OWNER/DEVELOPER: Joey & Holly Goss
5801 Kingsway
Anacortes, WA 98221

P31813

A PORTION OF THE SE 1/4 OF
SECTION 24, TOWNSHIP 35 N., RNG. 1 EAST, W.M.
CITY OF ANACORTES, SKAGIT COUNTY, WASHINGTON

HERRIGSTAD ENGINEERING & SURVEYING
4320 Whistle Lake Road, Anacortes, WA 98221 (360) 299-8804

SHEET 1 OF 1

DWN BY: DKH
CHECK BY: DH
DATE: Nov. 2016
SCALE: Noted
Job2016-50



11-15-16

EXHIBIT #09:

PLANNING COMMISSION'S MINUTES



Planning Commission Meeting Minutes for – January 25, 2017

Chair Laumbattus called the Meeting of January 25, 2017 to order at approximately 6 p.m.

Roll Call

Members Present: Commissioners Laumbattus, Moffitt, Oppel, Cleland-McGrath, Mount, and Doll. Absent: Commissioner McNett

Minutes

January 4 and 11, 2017 approved as written.

Correspondence

None

New Business

Public Hearing – Private Road/Easement CUP-2016-1004, 2520 J Ave

Kevin Cricchio, Associate Planner, presented the proposal to serve a 2 lot short plat by a 22 ft. wide private street. Construction of a duplex is currently taking place, with the intention of applying for a short plat after approval of the CUP.

Commissioner Doll expressed concern with parking. Mr. Cricchio clarified that staff recommends painting the curb red for "no parking" as a condition to protect fire access. Commissioner Doll requested clarification on private street standards. Mr. Measamer stated that following street engineering standards is a suggested condition.

With no comments, Chair Laumbattus closed the public hearing.

Commissioner Doll expressed concern with the proximity of the driveways to the crosswalk. Steve Lange, City Engineering Technician, stated that the proposed driveways were considered when the crosswalk was placed as part of safe routes to school. Mr. Lange clarified there would not be a stop sign as the access acts as a standard driveway. Commissioner Oppel requested additional parking be included. Mr. Measamer stated that providing more parking would impact stormwater from additional impervious surface.

Commissioner Doll made a motion to recommend approval of the CUP with proposed conditions to City Council. Chair Laumbattus seconded. The motion passed unanimously.

Chair Laumbattus called the meeting to a close at approximately 6:20 p.m.



Anacortes City Council

Proposed Agenda Items for the Next Eight Weeks Beginning February 27, 2017

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

February 27, 2017

- Contract Award: Heart Lake Road Repair
- Conservation Easement Program Update (Discussion)

March 6, 2017

March 13, 2017

March 20, 2017

March 27, 2017

April 3, 2017

April 10, 2017

April 17, 2017

Upcoming City Council Committee Meetings

The public is welcome to attend City Council Committee Meetings.

- Public Works, Tuesday, Feb 21, 2017, 5:00 PM, Public Works Director's Office, City Hall
- Finance, Wednesday, Feb 22, 2017, 5:00 PM, Johnny Picasso's, 501 Commercial Avenue
- Planning, Monday, Feb 27, 2017, 5:00 PM, Main Conference Room, City Hall
- Housing Affordability & Community Services, Thursday, Mar 2, 2017, 1:30 PM, Main Conference Room, City Hall
- Public Works, Monday, Mar 6, 2017, 5:00 PM, Public Works Director's Office, City Hall
- Finance, Wednesday, Mar 8, 2017, 5:00 PM, Johnny Picasso's, 501 Commercial Avenue
- Planning, Monday, Mar 13, 2017, 5:00 PM, Main Conference Room, City Hall
