AGENDA
Lynnwood Planning Commission
Thursday, February 23, 2012 — 7:00 pm
City Council Chambers, 19100 – 44th Ave. W., Lynnwood WA

A. CALL TO ORDER – ROLL CALL

B. APPROVAL OF MINUTES:
   Meeting of February 9, 2012

C. CITIZEN COMMENTS – on matters not on tonight's agenda.

D. PUBLIC HEARINGS
   None

E. WORK SESSIONS

   1. Transition Area Zoning Regulations (2008CAM0003). Proposed zoning and
design guideline regulations for the Alderwood - City Center Transition Area,
generally located east of 36th Ave W., south of 188th St. SW and west of Alderwood
Mall Blvd.

Title 21 regarding zones in which self-storage are permitted.

F. OTHER BUSINESS

G. COUNCIL LIAISON REPORT

H. DIRECTOR'S REPORT

I. COMMISSIONERS' COMMENTS

J. ADJOURNMENT

The public is invited to attend and participate in this public meeting. Parking and meeting rooms are accessible to persons with disabilities. Upon reasonable notice to the City Clerk's office (425) 670-5161, the City will make reasonable effort to accommodate those who need special assistance to attend this meeting.
ACTION
For discussion.

BACKGROUND
The Alderwood City Center Transition area Comprehensive Plan map designation was created in 2007 when the City Council amended the Land Use Element of the Comprehensive Plan to include the following land use concept for this area:

Alderwood – City Center Transition Area

Purpose: This Plan category is intended to provide for a transitional area between the Alderwood Mall and the City Center. The Mall is the retail center of south Snohomish County and experiences a high level of activity, consistent with its retail character. The City Center is intended to be the business center of Snohomish County, with the character and intensity of an urban, mixed use downtown area. This Transition Area will contain a mix of land uses that complements these two areas but at a lower intensity so as to minimize impacts on the residential area to the west (across 36th Ave. W.).

Principal Uses: Offices, retail (excluding big box stores), restaurants, services and multiple family residences (as part of a mixed use development)

Location Criteria: This land use category will be applied to the properties between the Alderwood Mall and the City Center and east of 36th Ave. W.

Site Design: Buildings will typically cover up to 50% of a site, with open parking or parking structures, landscaping, and open space occupying the rest of a site. Usually parking will be located in open parking areas; although some parking may be located in parking structures (either as separate structures or under buildings with other land uses). Pedestrian connections between properties and through the area to both the City Center and Alderwood will be required.

Prior to the area’s Comprehensive Plan “designation as the “Alderwood – City Center Transition Area, the City Council designated it as a “Study Area” when the Council adopted the Subarea Plan and other ordinances in March, 2005. In this area, the City Center zoning map (Ord. 2555 and Ord. 2625) did not change the zoning of this Area from Business Technical Park (BTP) and Planned Commercial Development (PCD).

At the February 9, 2012 meeting, the Planning Commission raised several questions. Staff has addressed these below.

*Have we conducted financial analysis or market studies related to the proposed rezoning?*

There has not been a financial feasibility study conducted for Alderwood City Center Transition Area using the current zoning scenario. In June 2007, Johnson Gardner completed a “Market Analysis and Absorption Study” for the City Center. The full report can be accessed through www.lynnwoodeconomicdevelopment.org or directly at http://bit.ly/AFaSFw

*Why are the “finger areas” not included in the rezone?*

To rezone these areas at this time would be premature. The City of Lynnwood Comprehensive Plan map designation for the transition area is Alderwood – City Center Transition Area. The fingers are designated Regional Commercial on the Comprehensive Plan map. To the extent that zoning must be consistent with the adopted Comprehensive Plan, a Comprehensive plan map change would be needed first.

Rezoning these access ways at this time is therefore not recommended. A rezone could be considered at a future time if the property owner affected requested it and found that such a rezone would beneficial to the overall development of properties in the area. Such a rezone would need to be processed subsequent to or concurrent with a comprehensive plan map change.

*Where is the maximum set back (along 36th Ave W) to? Would it just be landscape or parking?*

There is no maximum set back along 36th Ave W. The draft code amendments establish a minimum setback of 40 feet to include at least 25 feet of landscaping.

*Will development to Transition Area take away development opportunities from the City Center?*

The Transition Area was originally part of the City Center. It was included in the environmental analysis (FSEIS) for the City Center Sub-Area Plan. As provided for in the Alderwood-City Center Transition Area Comprehensive Plan Purpose statement (above) the Transition Area will contain a mix of land uses that complements these two areas but at a lower intensity.

It is possible that the redevelopment of the Transition Area will occur earlier than in City Center, due in part to the motivation of the property owners, larger parcels that eliminate the need for assemblage, and proximity to Alderwood mall. This should not prevent redevelopment in City Center, but act as a catalyst for redevelopment in the entire area.

*Noise reflection to the neighborhood (West of 36th Ave. W.) and consideration of placing buildings along 36th at an angle.*

Significant noise reflection from western building facades along 36th is not likely. The buildings immediately along 36th are not high enough to deflect traffic noise. In the first 60 feet back from the property line, building height is proposed to be limited to 40 feet. The 36th St. ROW is 80 feet wide and the nearest homes are further setback to the west.
The City Center Sub-Area Plan FSEIS dated September 9, 2004, evaluated noise impacts associated with development of the City Center. Findings of the FSEIS included:

- The two primary sources of noise associated with redevelopment of the city Center would be from construction activities and vehicular traffic, both exempt from the City's noise regulations.
- Existing and less-intensive uses located immediately north and west of the City Center could experience impacts from more intensive commercial land uses, including additional traffic, activity, noise, and light. Such changes and contrasts between existing and new uses are not unusual in cities. Development regulations and design guidelines would help to mitigate potential impacts between land uses in adjacent sub-districts of different use or intensity.
- Noise related mitigation measures identified in the FSEIS include designation of truck routes, promoting the use of public transit, avoiding noisy operations during quiet times.

Staff believes it would be better to evaluate noise impacts on a case by case basis through the SEPA process rather than establish an up-front standard for angling buildings when such a standard may have no beneficial mitigation.

The complete City Center FSEIS may be accessed at [http://bit.ly/AehKCy](http://bit.ly/AehKCy)

**RECOMMENDATION**

None. For discussion.

The purposes of the meeting will be continued review and discussion of the draft code and design guidelines associated with the Alderwood-City Center Transition Area.

**ATTACHMENTS**

- Draft ACC Transition Area Zoning Code
- Attachment A – Building Height
- Draft ACC Transition Area Design Guidelines
- Step Back and Height Graphics
Chapter 21.61

ALDERWOOD-CITY CENTER TRANSITION AREA (ACC) ZONE

21.61.100 Purpose.
The Alderwood - City Center Transition Area ("Transition Area") is located in between the City Center, the Alderwood mall area, and a single family neighborhood on the west side of 36th Avenue West. The Transition Area provides a point of connection between the City Center and the Alderwood mall, each of which is a center of substantial activity and is planned for substantial growth and development. At the same time, the proximity of a single family neighborhood (west of 36th Avenue West) means that redevelopment and use of properties in the Transition Area must be appropriately regulated. Therefore, the Alderwood-City Center Transition Area Zone (ACC) is intended to promote development and redevelopment of the transition area in a manner that takes advantage of current and foreseeable opportunities in the real estate market while providing protection for the single-family neighborhood. This zone will create the linkage/connection between the Alderwood mall area and the City Center by allowing a mix of land uses that complements the two areas (Alderwood mall and the City Center) but at a lower intensity than the City Center and in a manner that minimizes impacts on the residential area to the west. In particular, development along the frontage of 36th Avenue West – that faces the single family neighborhood – will be controlled and limited.

21.61.200 Interpretation.
All regulations of the ACC zone and the Transition Area Design Guidelines shall apply to properties within the ACC zone. In the event of differences between the requirements of this zone and other chapters of this Code, the provisions of the ACC zone shall prevail.

21.61.250 Limited Development Area Overlay

To provide added protection to the residential areas west of 36th Avenue West, there is hereby created an overlay zone called the “Limited Development Area” (LDA).

A. The portion of the Alderwood-City Center Transition Area Zone (ACC) designated as the LDA Overlay Zone is:

The properties fronting the east side of 36th Avenue West, between 180th Street SW to the North and the future extension of 194th Street SW to the South (as 194th Street SW is identified in the City Center Street Grid Ordinance, as amended), from the 36th Avenue West right-of-way Eastern edge/property line to a line 100 feet deep (easterly) into the properties.
B. In the LDA Overlay Zone, certain land uses have specific requirements and
the intensity of development is restricted, as stated in this Chapter.

21.61.300 Permitted uses.

A. Uses

1. Live/Work units
2. Multi-family dwellings
3. Caretaker and watchmen quarters
4. Hotel/motel, except as prohibited in the LDA
5. Offices (all types)
6. Personal care services (i.e. barber, hair salon, nail salon, tanning, etc.)
7. Banks and other financial institutions
8. Medical clinics
9. Hospitals, except prohibited in the LDA
10. Veterinarian clinic, (may include boarding of and day-care for small animals, provided all on-site activities are enclosed in a building)
11. Retail, up to 50,000 square feet per building; except that, in the LDA retail uses may occupy no more than 50% of the ground floor of a building. Where a building overlaps the LDA boundary, this limitation applies only to the portion of the building in the LDA.
12. Eating and drinking establishments, including outdoor dining as an accessory use; except that, in the LDA an eating and drinking establishment may occupy no more than 50% of the ground floor of a building excluding out-door dining areas. Where a building overlaps the LDA boundary, this limitation applies only to the portion of the building in the LDA. Is accessory outdoor dining to be allowed in the LDA and if so does that count in any way toward the 50%
13. Colleges, universities, trade and professional schools, technical and vocational schools
14. Athletic clubs and facilities, except prohibited in the LDA
15. Municipal Services
16. Research and Development
17. Assembly of Wood, Light Metal, Glass, Electronic, Electrical or Plastic Parts or Components which are extruded, stamped, manufactured, shaped, or prepared elsewhere, not precluding minor processes such as cutting, drilling, soldering, or minor welding
18. Printing, publishing and electronic media businesses such as copy centers
19. Testing, servicing and repairing of goods
20. Clubhouse and fraternal, social, recreation and other not-for-profit associations
21. Libraries, museums, and similar cultural uses
22. Wireless communication facilities (attached)
23. Child day care
24. Land uses not specifically listed in this section may be allowed when determined by the Community Development Director to be compatible with the listed uses and consistent with the purpose of the Alderwood - City Center Transition Area Zone. The Director’s written decision is subject to appeal per LMC 1.35.200 (Process II).

B. Uses Allowed by Conditional Use Permit.
   1. Wireless communication facilities (not attached)

C. Prohibited Uses

   All uses not listed above including, but not limited to, the following:
   1. Adult uses and establishments
   2. Drive-up and drive-through service facilities
   3. Gas stations
   4. Recreational Vehicle Parks, campgrounds
   5. Self-Storage on street level except for front office and lobby functions. Self storage may occupy up to 20% gross floor area of multi-story buildings. All related outdoor display or storage is prohibited.
   6. Uses not fully contained within a building, except outdoor dining is permitted as an accessory use.
   7. Secure community transition facilities
   8. Sewage treatment plants
   9. Vehicle repair, servicing and other auto oriented services unless entirely within a building or a parking structure
   10. Wrecking yards
   11. Work release facilities and similar
   12. Outdoor sales and/or storage
   13. Warehouse and/or Distribution
   14. Any other uses similar to those listed above or any other uses determined by the Community Development Director to be inconsistent with the ACC Zone Purpose Statement (LMC 21.61.100)

21.61.400 Development standards

A. Density (Multiple-Family Residential):
   1. Maximum Density: 70 dwelling units per acre.

B. Minimum lot area: One (1) acre.

C. Minimum lot width: 150 feet.

D. Minimum and maximum building setbacks:
   1. 36th Avenue West
      a. Minimum: 40 feet. The 40 foot setback shall consist of a minimum 25 foot wide landscaping buffer from the property line along 36th Avenue West plus an
additional 15 feet of open space. Surface and
underground parking, plazas, landscaping or other
open space is allowed in the additional 15 feet of
open space. (See also LMC 21.61.450 for
landscaping requirements)
b. Maximum: None

2. 33rd Avenue West
   a. Minimum: None.
   b. Maximum: Ten (10) feet, except that a larger setback is allowed
to create usable open space (such as a forecourt, a
plaza or similar pedestrian oriented environment).

3. 188th Street SW
   a. Minimum: Twenty Five (25) feet
   b. Maximum: None.

4. 194th Street SW Extension (to be applied at such time the right of
   way exists):
   a. Minimum: None.
   b. Maximum: Ten (10) feet, except that a larger setback is allowed
to create usable open space (such as a forecourt, a
plaza or similar pedestrian oriented environment).

5. Alderwood Mall Boulevard
   a. Minimum: Ten (10) feet
   b. Maximum: None.

6. Transitional setback requirements see LMC 21.61.475.

7. Interior Property Lines: None

8. Maximum Building Lot Coverage: 50%, excluding parking
structures and Occupiable Space uses located on the ground floor
of parking structures.

For Definition Section of Code
(Definition of Occupiable Space: “Occupiable Space” means spaces for
uses such as retail, office, residential, personal service shops, customer
serving offices, restaurant, entertainment, and the like. Structured
parking and self-service storage facilities (mini-storage and similar
spaces designed to contain objects, not persons as the primary use are
not considered occupiable space.))

E. Maximum building height: See Attachment A for discussion

1. See Table XXX for maximum building height.
2. To create a “view corridor” extending from and centered on 191st Place Southwest and 192nd Street Southwest, no portion of a building or structure may exceed 40 feet in height as measured from the 36th Avenue West eastern most ROW. The view corridor shall consist of the following areas (see Figure 2):

   a. Any area within 40 feet north and south of the centerline of 191st Place SW as extended to the east from the terminus of 191st Place SW to 33rd Avenue West.
   b. Any area within 35 feet north and south of the centerline of 192nd Street SW as extended to the east from the terminus of 192nd Street SW to 33rd Avenue West.

**Height limitations:**

No building or structure may exceed 40 feet in height from west of the 36th Avenue West eastern most ROW (as defined in Table 21.61.01.) Properties in the view corridor may transfer the difference between the finished building height measured at grade and 85 feet, to properties outside the view corridor but within the transition area. No building may exceed 120 feet in height.

*See Attachment B for discussion*

3. See also LMC 21.61.475 for transitional height requirements.

Figure 1
TO BE INSERTED AT A LATER DATE

**BUILDING STANDARDS**

**F. Access Management and Vehicular Connections.**

1. A building site or a group of building(s) or uses which are developed, owned, and managed as an operating unit (e.g., shopping center, business park, multiple-family complex) shall be allowed no more than one driveway access to 36th Avenue West. Additional driveways may be permitted subject to the approval of the Public Works Director. (see LMC 21.02.175)

**G. Service Areas**

1. No service areas including, but are not limited to, trash dumpsters, compactors, refuse and recycling areas and mechanical equipment
areas, shall be located within 40 feet of a public street or a residential zone.

2. Loading docks shall not be located within 100 feet of a residential zone or public street and shall be screened from direct views using materials compatible with the building.

3. All trash and recycling facilities shall wither be located within the primary building or shall be enclosed with a solid structure with a minimum height of seven (7) feet and a roof. However if the service area is not visible from an adjacent property or public right-of-way, the enclosure does not require a roof. Exterior materials of the structure shall match or complement those of the primary project buildings; wood is not allowed as an exterior material.

H Surface Parking and Parking Structures.

As provided in LMC Chapter 21.18; except that:

1. Residential surface parking shall not exceed 1.5 spaces per dwelling unit.

2. The minimum setback and width of landscaping between a parking structure and a public street is reduced to 10 feet; except that this provision shall not apply to the LDA.

21.61.450 Additional Requirements - 36th Avenue West Street and 188th Street SW Frontages

A. A 25 foot wide landscape buffer meeting the following requirements shall be installed along the street/front lot line:

1. At least one tree must be planted for every 30 linear feet of street frontage. At least 50% of the trees shall be evergreen conifers.

2. All required trees shall be capable of reaching a mature height of at least 35 feet. Minimum tree height at planting shall be eight (8) feet for evergreen trees and 10 feet for deciduous trees.

3. Branches shall be eliminated to a height of six (6) feet where necessary to prevent sight obstruction.

4. A mix of shrubs and groundcovers shall be included so as to achieve 50 percent groundcover within two (2) years (except for walkways and driveways).

21.61.460 Additional Requirements - 33rd Ave. W. and the Extension of 194th St. SW Street Frontages

Properties with street frontage on 33rd Ave. West or the extension of 194th Street SW (when the 194th Street SW Right of Way exists) shall meet the following requirements:
A. Where a setback is provided, a landscape buffer meeting the following requirements shall be installed along the street/front lot line:
   1. Trees shall be selected from the Tree Preservation And Protection Guidelines For The City Of Lynnwood, and planted 25 feet on center.
      The trees shall be a minimum of two-and-one-half-to three-inch minimum caliper size, 12- to 15-foot minimum height,
   2. Groundcover shall consist of lawn and/or low evergreen and deciduous plantings with a maximum height of 30 inches, and shall be provided so as to achieve 50 percent groundcover within two (2) years,
   3. Branches shall be eliminated to a height of six (6) feet where necessary to prevent sight obstruction.

B. A minimum of 60 percent of the property street frontage shall be developed with buildings.

21.61.470 Additional Requirements - Alderwood Mall Boulevard Frontage

A. A ten (10) foot wide landscape buffer meeting the following requirements shall be installed along the property line:
   1. Trees shall be selected from the Tree Preservation And Protection Guidelines For The City Of Lynnwood, and planted 25 feet on center.
      The trees shall be a minimum of two-and-one-half-to three-inch minimum caliper size, 12- to 15-foot minimum height,
   2. Groundcover shall consist of lawn and/or low evergreen and deciduous plantings with a maximum height of 30 inches, and shall be provided so as to achieve 50 percent groundcover within two (2) years,
   3. Branches shall be eliminated to a height of six (6) feet where necessary to prevent sight obstruction

21.61.475 Transitional Property Lines

Where a property zoned ACC, abuts a property zoned multi-family residential, the following regulations shall apply:

A. Setback and building height:
   1. For the portion of the property line adjacent to a multi-family zone the setback shall be a minimum of 20 feet.
   2. Portions of buildings within 30 feet of an adjacent multi-family zone shall have a maximum height of 35 feet.

B. Landscaping Treatment.
   1. Planting and Fencing. The purpose of this landscaping and fencing is to provide a sight, sound, and psychological barrier between zones with a high degree of incompatibility. The planting strip shall be at least 10 feet in width and shall consist of either of the following two (2) options:
      a. One row of evergreen conifer trees, spaced a maximum of 10 feet on center. Minimum tree height shall be six feet at the time of
planting, the remainder of the planting strip shall be planted with 
low evergreen plantings which will mature to a total groundcover 
within five years. A permanent six (6) foot high site-screening fence 
shall be placed at the property line; or 
b. A site-screening evergreen hedge that provides a sight, sound, and 
psychological barrier between zones. The spacing of plants shall be 
such that they will form a dense hedge within five (5) years. 
Minimum plant height at the time of planting shall be four (4) feet. A 
permanent six (6) foot high site-screening fence shall be placed at 
the property line.

2. Signed Plans. All landscaping plans shall bear the seal of a registered 
landscape architect or signature of a Certified Professional 
Horticulturalist (CPH) and be drawn to a scale no less than one inch to 
20 feet. The landscape architect or CPH shall certify that the species of 
plants are fast-growing and that the design of the plan will fulfill city 
code requirements within five (5) years.

3. Installation Prior to Occupancy. All landscaping that fulfills the city code 
requirements shall be installed prior to occupancy of any structure 
located on the same site. If, due to extreme weather conditions or 
some unforeseen emergency, all required landscaping cannot be 
installed prior to occupancy, then a cash deposit or guarantee account 
with the city shall be provided as financial security to guarantee 
installation of the remaining landscaping, as provided in 
LMC 21.04.920.

4. Fencing. For the purposes of this section a “site-screening fence” 
means a solid one-inch-thick board (nominal dimensional standards) 
fence. A solid wall made of brick, rock or masonry materials may be 
substituted for a board fence.


21.61.500 Project Design Review.
A. Design Guidelines. The following structures and parking facilities 
permitted in the Alderwood-City Center zone shall comply with the 
Lynnwood Transition Area Design Guidelines (which are adopted by this 
reference as if fully set forth herein) and receive approval pursuant to 
Chapter 21.25 LMC, unless otherwise specified in this chapter. For 
proposals in the Alderwood-City Center zone, the citywide design 
guidelines shall be replaced with the Transition Area design guidelines.

1. Construction (or expansion) of any nonresidential structure or building 
with a gross floor area of more than 1,000 square feet.
2. Construction (or expansion) of any parking lot and/or parking structure 
with 20 or more stalls or paved parking area of 5,400 square feet or 
more.
3. Construction (or expansion) of any multiple-family residential structure.
B. Applicable Lynnwood Transition Area standards shall supersede any development standards and requirements of this title and other titles of this code that may conflict, unless otherwise specified in this chapter. Where Transition Area standards are silent, development standards provide elsewhere in LMC shall apply.

C. Gateways and Prominent Intersections. See City of Lynnwood zoning map to identify development project sites within a gateway or prominent intersection location. Such sites shall be subject to applicable gateway and/or prominent intersection design guidelines in the Lynnwood Transition Area design guidelines. If any portion of a project site lies within a gateway or prominent intersection location, then the entire project shall comply with the applicable design guidelines.

21.61.600 Nonconforming Uses and Structures.

It is expected that much development within the ACC Zone will be as a result of renovations and expansions as much as entirely new development. It is not the intent of the city to discourage such development, as new investment should enhance the image and appeal of the ACC. However, it is also necessary to ensure that all forms of development contribute positively to the character and quality of the area. The general principle to be applied is that changes to nonconforming conditions should not increase the degree of the nonconformity, but rather move the site and its uses and buildings towards greater conformity. Given the location and configuration of current buildings, application of all design standards may not be possible or practical; however, every effort should be made to comply with such standards for the portions of sites and buildings in proximity to the alterations being made. This section supersedes Chapter 21.12 LMC.

A. Nonconforming Uses. Any "prohibited" uses legally existing at the time of the adoption of the ordinance codified in this chapter shall be considered "legal nonconforming uses." Such uses are not permitted to expand. Exterior landscaping, facade improvements, repair/maintenance or interior upgrades are permitted.

B. Nonconforming Sites. Throughout the ACC zone, there are many properties where site development existing at the time of the adoption of the ordinance codified in this chapter does not comply with the site design standards and guidelines in this chapter. Certain types of minor changes to existing site development would not trigger compliance with the development standards and design guidelines in this chapter, such as re-striping of parking stalls, and new or altered signage (see LMC 21.16) or lighting or renovation of landscaping. Any other site improvements, exterior renovation or expansion of building footprints shall incorporate site design features that bring the site more into compliance with the standards of the Transition Area design guidelines, regardless of whether or not the
site improvements, renovation and/or expansion is subject to the design
review requirements per LMC 21.61.500.

C. Nonconforming Buildings: Throughout the ACC zone, there are buildings
and other structures existing at the adoption of the ordinance codified in
this chapter that do not comply with the regulations in this chapter and
Transition Area Design Guidelines. Expansion or major renovation of such
structures shall trigger compliance with both these regulations and both
site design and building design guidelines. Compliance shall be localized
to the area of the building being altered. Particular emphasis should be
given to the provision of pedestrian amenities oriented towards the streets.
For example, if a building is expanded towards the street, elements such
as parking lot landscaping and pedestrian connections to the sidewalk are
expected to be accomplished.

D. Alternative Process for Compliance. The Community Development
Director may approve a plan and design for alteration of a nonconforming
site or building that does not fully comply with the requirements of
subsections (B) and (C) of this section if the Director finds that the
alternative plan and design provides overall a greater degree of
compliance with the principle of this section (as stated above). Appeals of
the Community Development Director’s decision shall be processed as a
Process II application (LMC1.35.200).
CHAPTER 21.16

SIGNS

21.16.335 Signs in the Transition Area

Only the following signs are permitted in the Transition Area:

A. General Regulations

1. Back-lit signs are prohibited; signs with individual backlit letters are acceptable.

2. Illuminated signs are permitted except on top floor building facades facing westerly that would be visible from the residential areas west of 36th Avenue W.

3. External sign lighting is permitted. The lighting shall not shine directly toward adjacent residentially-zoned properties and shall not project towards the night sky.

4. For residential real estate signs, see LMC 21.16.290.D.

5. For Commercial Incidental signs, Internal Information signs, Portable Business signs, Temporary Commercial Event signs, Real Estate signs, Construction signs and variances for commercial signs, see LMC 21.16.310.

B. Monument Sign Standards. Monument signs shall conform to the requirements of Table 21.61.1 below.
Table 21.61.1 Monument Sign Standards

<table>
<thead>
<tr>
<th>Requirements</th>
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<tbody>
<tr>
<td><strong>Single and Multi-Tenant Developments</strong></td>
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<tr>
<td>(less than 25,000 square feet (sq. ft.) of floor area)</td>
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<tr>
<td>Maximum Height</td>
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<td>Maximum Sign Area</td>
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<td>Minimum Setback from Front Property Lines</td>
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<td>Minimum Setback – Side</td>
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<tr>
<td>Landscaping</td>
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<td>Minimum Separation</td>
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Notes for Table:

a. Monument signs shall include the address number on the face of the sign. Address numbers shall meet Fire Department requirements and shall not be counted towards the sign area.

b. The sign shall consist of materials and colors that minimize reflection capabilities and are consistent and complimentary to the architecture of the primary building on site. Materials shall be easily maintained and shall retain their shape, color, texture and appearance over time.

c. The sign shall comply with the design criteria in Figure 5 of LMC Chapter 21.16.

d. Signs shall not be located within a triangular area at street intersection or street and driveway intersections formed by two points measuring 20 feet back from the point where the two street right-of-way lines merge or a street right-of-way line and edge of driveway merge and extending a line that connects these two points to complete the triangle (see Figure 4 of LMC Chapter 21.16).

e. Landscaping shall include a decorative combination of groundcover and shrubs to provide seasonal interest in the area surrounding the base of the sign. Landscaping shall be well maintained at all times of the year. The required landscaping area shall be protected by a raised curb if not surrounded by additional landscaping.

f. An individual building, development, or complex may not display more than one monument sign per street frontage. However, additional
monument signs can be used on the site as long as they advertise a
different business onsite and can be placed at least 250 feet from the
first sign along applicable street frontages. No two signs shall be closer
than 250 linear feet.

C. Wall Sign Standards

1. Single story building:
   a. Business tenants with building frontage: One (1) square foot of
      signage for each linear foot of building frontage, provided that each
      tenant is allowed a minimum of 40 sq. ft. of signage.
   b. Business tenants without building frontage: 1/2 square foot for each
      lineal foot of building façade, not to exceed 100 square feet
      maximum.
   c. Allowable sign area may not be transferred from one façade and/or
      building frontage to another.

2. Multi-story building:
   a. Ground-floor business tenants with a direct exterior entrance into
      the business (not a lobby) are permitted one (1) square foot of
      signage for each linear foot of building frontage of the applicable
      tenant space, provided that each tenant is allowed a minimum of 40
      square foot of signage. This signage shall be located at their
      exterior entry on the ground floor.
   b. Other business tenants with building frontage. The total exterior
      wall signage allowed shall be a maximum of one (1) square foot of
      signage for each linear foot of building, up to a maximum of 250
      square foot per building frontage (total for all business tenants).
      This signage may identify either the building, a major tenant of the
      building, or individual tenants that do not have a direct exterior
      entrance into their tenant space (or a combination of all three), as
      determined and allocated by the building owner. This signage may
      be located only on either the ground floor or the top floor (below the
      cornice or edge of the roof) of the building (or both), as determined
      by the owner.
   c. Business tenants without building frontage. The total exterior wall
      signage allowed shall be a maximum of ½ square foot for each
      lineal foot of building façade which does not meet the definition of
      building frontage, up to a maximum of 100 square foot (total for all
      business tenants). The property owner shall allocate this signage
      among tenants without building frontage, including tenant spaces
      without wall space along the exterior façade. This signage may
      located only at the ground floor or the top floor of the building (or
      both), as determined by the owner.
   d. Allowable sign area may not be transferred from one façade and/or
      building frontage to another.
   e. In no case shall allowable sign area be permitted on intermediate
      floors (above the first story or below the top story).
3. Residential Development or Institutional Identification Signs. Wall signs for multi-family development identification are permitted. Signs at ground-floor public residential or institutional entrances shall have a maximum size of 20 square feet per such entrance. Additional signs may be permitted on the top floor (below the cornice or roof edge), provided such signs shall be allocated as part of the total allowable sign area per facade by the owner (see above).

4. Home Occupation Signs. Home Occupations may be allocated sign area as part of an internal or external sign directory; no other signage is permitted.

5. Maximum Height: Wall signs may not extend above the building parapet, soffit, the eave line or the roof of the building.

6. Mounting: Building signs should be mounted plumb with the building, with a maximum protrusion of one (1) foot unless the sign incorporates sculptural elements or architectural devices. The sign frame shall be concealed or integrated into the building's architectural character in terms of form, color, and materials.

D. Projecting, Marquee and Awning Signs. Projecting, marquee and awning signs shall meet the requirements of LMC 21.16.310(B)(2) in addition to the following:

1. The sign shall not project more than five (5) feet from the building, unless the sign is a part of a permanent marquee or awning over the sidewalk. Vertically oriented signs shall not project more than three (3) feet from the building. Signs shall not project into the public right-of-way.

2. Sign area shall be counted as part of the allocation for wall signs, above.

3. Signs shall not extend above the building parapet, soffit, eave line or the roof of the building, except for theaters.

4. Marquee and awning signs shall not cover more than 70% of the applicable storefront or awning.

E. Blade Signs. Blade signs are small signs with faces perpendicular to the building façade. They generally are mounted directly to the building façade or hung below a canopy or projecting weather protection. Blade signs are generally oriented to face pedestrians walking down the fronting sidewalk. Blade signs meeting the following conditions are allowed for commercial uses:

1. Projection: Blade signs may project up to three (3) feet. Bracket signs shall have one (1) foot minimum between the sign and the outer edge of the marquee, awning, or canopy and between the sign and the building facade.

2. Clearance: Blade/bracket signs shall maintain a minimum clearance of eight (8) feet between the walkway and the bottom of the sign.

3. Dimensions: Blade signs shall not exceed six (6) square feet in area. Bracket signs shall not exceed two (2) feet in height.
4. Mounting: Blade signs must avoid covering or modifying windows or other architectural feature.

F. Prohibited Signs. The following signs are specifically prohibited:

1. Pole-mounted signs.
2. Signs employing moving or flashing lights.
3. Signs employing exposed electrical conduits.
4. Visible ballast boxes or other equipment.
5. Roof-mounted signs.

G. Other Signs – See LMC 21.16.310 C-J.
NEW DEFINITIONS

Chapter 21.02
Definitions

21.02.460 Live/Work Unit

"Live-work unit" means a building or portion thereof that combines a business that is allowed in a zone with a residential dwelling unit for the owner or employee of the business. The dwelling unit may the same share floor area with the business or may be an individual dwelling unit within the same building. Buildings with Live/Work units do not need to meet the definition of a multi-family dwelling.
BACKGROUND

At its February 9, 2012 meeting, the Planning Commission discussed height requirements in the Alderwood-City Center Transition area. This discussion followed a presentation of a “step” approach to height that ranged from 0 feet at the property line (along 36th Avenue West) up to a maximum height of 120 feet (at a point beyond 100 feet from the 36th Avenue West setback line).

Planning Commission discussion referenced another option; that is, establishing a maximum height of 85 feet with opportunities for increased height through a discretionary permit process. This would be analogous to the current approach to building height in the Business Technical Park zone which establishes a maximum building height of 35 feet with additional height allowed by conditional use permit.

There was concern however those properties would be developed with such density that there could be a “wall” of structures, even at lower elevations.

RECOMMENDATION

To address the concerns of the Planning Commission and the property owners, Staff makes the following recommendation:

1. Retain the LDA concept to provide lower intensity development across from the 36th Avenue residential areas.

2. Retain a 40 foot maximum height in the view corridor.

3. Retain maximum height of 85 feet with opportunities for increased height through a discretionary permit process.
   a. Outside of the view corridor and the LDA allow a maximum height of 85 feet west of 33rd but allow 120 with a CUP
   b. East of 33rd allow a maximum building height of 120 feet

4. Measure building height from the finished grade of the building (as is how buildings are currently measured in the city.)

5. Limit lot coverage to 50%, excluding parking structures and occupiable space uses located on the ground floor of parking structures.
Table 21.61.01 Maximum Building Height

<table>
<thead>
<tr>
<th>Distance from the east right of way line of 36th Avenue West</th>
<th>Maximum Building Height (excluding View Corridor)</th>
<th>Maximum Building Height (excluding View Corridor)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Measured from average finished grade</td>
<td>Measured from average finished grade</td>
</tr>
<tr>
<td></td>
<td>OPTION A</td>
<td>OPTION B</td>
</tr>
<tr>
<td></td>
<td>ORIGIONAL PROPOSAL</td>
<td>RECOMMENDED</td>
</tr>
<tr>
<td>0 to 40 feet</td>
<td>0 (No buildings allowed)</td>
<td>0 (No buildings allowed)</td>
</tr>
<tr>
<td>Greater than 40 feet up to 60 feet</td>
<td>40 feet</td>
<td>40 feet</td>
</tr>
<tr>
<td>Greater than 60 feet up to 100 feet</td>
<td>85 feet</td>
<td>85 feet; up to 120 with CUP</td>
</tr>
<tr>
<td>Greater than 100 feet</td>
<td>120 feet</td>
<td>85 feet; up to 120 with CUP West of 33&quot;</td>
</tr>
<tr>
<td></td>
<td></td>
<td>120 feet East of 33rd</td>
</tr>
<tr>
<td>Maximum lot coverage</td>
<td>None</td>
<td>50%, excluding parking structures and occupiable space uses located on the ground floor of parking structures.</td>
</tr>
</tbody>
</table>

TRANSFER OF DEVELOPMENT

In consideration for the 40 height limit within the view corridor, Staff is proposing that properties in the view corridor be permitted to transfer Properties in the view corridor may transfer the difference between the finished building height measured at grade and 85 feet, to properties outside the view corridor but within the transition area.

The maximum height for the receiving building(s) could not exceed 120 feet, however, a CUP would not be required in these circumstances.

The receiving building(s) could reach a height of 120 feet without a CUP.
City of Lynnwood

TRANSITION AREA DESIGN GUIDELINES

, 2011
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INTRODUCTION

The provisions of this document shall apply to all development and redevelopment within the Lynnwood Alderwood / City Center Transition Area ("Transition Area"), except as provided in the Zoning Code. The degree to which each guideline applies to a development / redevelopment project shall be evaluated on a case by case basis in an effort to achieve an overall design that meets the purpose and intent of the Transition Area Design Guidelines. These guidelines are intended to carry out the Comprehensive Plan for the City of Lynnwood with respect to the land use and development designation for the Transition Area, including:

- Create a transition area between Alderwood mall and the intense development of the City Center while encouraging development and providing for a pedestrian connection.
- Create a lively, busy and pedestrian-oriented street frontage along 33rd Ave. W. and the future extension of 194th St. SW;
- Soften the appearance of development and redevelopment in the Transition Area as seen from the adjoining single family neighborhood; and
- Encourage new development to display quality and character through materials and architectural expression.

Each guideline includes examples and illustrations of ways in which the intent of the standard can be achieved. The graphic images are meant to be examples, and are not the only acceptable means for accomplishing the intent of the standards. Applicants and project designers are encouraged to consider designs, styles, and techniques not pictured in the examples that fulfill the intent of the design guideline.
A. SITE DESIGN GUIDELINES
1. Relationship to the Street Front

INTENT
To enhance commercial areas

To create an active safe pedestrian environment

To enhance the visual character of streets with commercial areas

To enhance the visibility of commercial uses for the street

To unify streetscapes particularly on 33rd Ave West and 194th Ave West
2. Site Landscaping

INTENT
To provide variety and interest within landscaped areas;

To integrate the entire site into the overall landscape design; and

To reduce the visual impact of development on adjacent uses.

GUIDELINES
1. Landscape areas should reinforce pedestrian and vehicular circulation routes and entrances.

2. Plant material should include a variety of seasonal colors, forms, and textures that contrast or compliment each other with a mixture of evergreen and deciduous trees, shrubs, and groundcover and low-maintenance perennials. Continuous expanses of uniform landscape treatment along an entire street front should be avoided.

3. Drought tolerant plants and/or plants native to the Pacific Northwest should be used where opportunity allows.

4. Plant material should be provided to enhance the corners at intersections. Plant material within the intersection sight distance triangle as defined in the City of Lynnwood Municipal Code shall not exceed 36 inches in height.

5. Avoid planting groundcover or shrubs where pedestrian access is anticipated. Pedestrian walkways may extend across required landscape areas.

6. All areas not devoted to required landscape areas, parking lots, structures, or other site improvements, should be planted or developed as open space.

7. Perennials and/or annuals should be provided to highlight pedestrian areas such as building and/or site entrances, public open space, plazas and pedestrian connections.

8. River rock, gravel, driftwood, and similar non-living materials should not be used as groundcover substitutes, but maybe allowed as accent features within landscape planting areas so long as the area covered by such features does not exceed 5% of the total landscape planting area.
9. Automatic irrigation shall be provided in all required landscape areas.

10. A maintenance plan, including on-going tasks and schedules, shall be submitted to the City for review for all landscape areas, to include:
   • Litter pick-up.
   • Mowing turf.
   • Weeding planting beds.
   • Removing noxious weeds.
   • Sweeping.
   • Replacement of dead or dying plant material.
   • Irrigation repair/adjustments.
   • Trimming hedges.

11. Tree selection within all landscape areas, including street trees, shall consider existing utilities, lighting, existing and proposed signage, adjacent trees, existing natural features, tree root growth, solar access, planting area width, and overall height of trees selected at maturity.
3. Location of Parking Lots

INTENT
To ensure that parking lots do not dominate street frontages.

To create a pedestrian-friendly environment in the Transition Area.

GUIDELINES
1. Parking lots shall not be located at intersections.

2. Along 33rd Ave West, and the future 194th St. SW, parking should be located either to the rear or to the side of the building.

3. Phased projects must submit a plan for phasing parking with the intent that, as the property develops over time, surface parking is relocated into structures or underground and is shared by multiple uses, if appropriate.
4. Parking Lot Landscaping

INTENT
To diminish the visual effect of large areas of surface parking and
to contribute to the amount of vegetation in the Transition Area.

GUIDELINES
1. Parking lot landscape shall be used to reinforce pedestrian
   and vehicular circulation, including:
   • Parking lot entrances
   • Ends of driving aisles
   • Defining pedestrian walkways through parking lots.

2. Landscape areas next to a pedestrian walkway or sidewalk shall be
   maintained or plant material chosen to maintain a clear visual zone
   between 3 and 8 feet from ground level.

3. A setback shall be provided that allows space for all trees and
   shrubs where vehicle overhang extends into landscape areas.

4. The number of trees required in the interior landscape area in
   parking lots shall be dependant upon the location of the parking lot
   in relation to the building and public right-of-way:
   • Where the parking lot is located directly adjacent to the public
     right-of-way and/or closer to the street than a building, one tree
     for every four spaces shall be provided (1:4).
   • Where the parking lot is located to the side of the building, one
     tree for every six spaces shall be provided (1:6).
   • Where the parking lot is located behind the building and
     generally is not visible from the public right-of-way, one tree for
     every eight spaces shall be provided (1:8).
5. Parking Lot Screening

INTENT
To soften the impact of surface parking on the streetscape.

GUIDELINES
1. Parking lots that front a public right-of-way shall include one of the following:
   - A 10 foot wide landscaped planting area along the entire street frontage, except for driveways, walkways and other pedestrian spaces.
   - A 5 foot wide landscaped planting bed with a minimum of 50% evergreen plant materials that incorporates a continuous wall, and/or trellis. The planting bed shall be in front of the wall.
   - An elevated planter with a minimum width of 5 feet constructed of masonry, concrete or other permanent material and which combines groundcover and annuals, perennials, ornamental grasses, low shrubs and or small trees that provide seasonal interest.

2. A minimum 5 foot wide landscape planting area shall be provided between parking lots and adjacent developments to include a year-round sight barrier except where parking lots have been consolidated.

3. Walls and raised planters shall not exceed a maximum height of 3 feet, unless:
   - Screen treatment does not create a safety hazard.
   - Portion of treatment that is above 3 feet in height is a minimum of 75% transparent (i.e. see-through metal railing or other similar treatment).

4. The use of razor ribbon or barbed wire or similar is prohibited.

5. Where parking lots are located in front, beside or in between buildings, 75% of plant material used to meet landscaping requirements between a parking lot and a street right-of-way shall be evergreen varieties.
6. Sidewalks and Street Trees

INTENT
To produce a streetscape that is safe, convenient, comfortable and appealing for people on foot and to help frame the streets with vegetation.

GUIDELINES
1. Sidewalks and street trees shall be provided in accordance with the following standards for each street:
   36th Ave. W.:
   • Sidewalks: 8 feet wide, including 5 foot wide planting zone along curb
   • Street trees: 30 feet on center, minimum of 2" cal

   Other Streets:
   • Sidewalks: 12 feet wide, including a 5 foot wide planting zone along the curb
   • Street trees: 25-30 feet on center, minimum of 2" cal

   Street trees shall be selected from the City’s list of approved trees

2. Tree planting pits shall be covered by one of the following:
   • Living plant material, surrounded by a low, protective and decorative metal fence.
   • Cast iron tree grates, of a type that meets ADA requirements.
7. Pedestrian Connections

INTENT

To improve the pedestrian environment by making it easier, safer and more comfortable to walk between businesses and residences and public sidewalks.

To ensure that the Transition Area is conducive to pedestrian circulation.

GUIDELINES

1. Buildings facing a public right-of-way shall connect major building entrances to the nearest public sidewalk by a walkway that is at least 8 feet wide and paved (concrete or unit pavers). (Buildings set to the back of the sidewalk automatically meet this standard.)

2. A walkway shall be provided through any parking lot with more than 30 stalls. Such walkways shall be separated from any adjacent parking stalls by a planting bed at least 3 feet wide. Decorative paving or some other material to identify the walkway path from the vehicular drive aisle shall be used. Uniform pedestrian scale lighting shall be used the entire length of the walkway.
   - Generally, walkways should be provided a minimum of every 4 rows (?) and a maximum distance of 180 feet (?) shall be maintained between paths
   - Where possible, align the walkways to connect with major building entries or other sidewalks, walkways or destinations.

3. Walkways should be provided that allow pedestrians to walk safely between adjacent properties. Uniform pedestrian scale lighting shall be installed the length of the walkway.

4 All new development must provide an east west pedestrian walkway from the nearest sidewalk (at 36th Ave. or 33rd Ave.) to the opposite edge of the property. The walkway must be at least 8 feet wide and paved (concrete or unit pavers). The City may require that the walkway be located to provide a connection to corresponding walkways on adjacent properties.[MM1].

5. Walkways shall be lit to at least 1 foot candle and open to the public. The City may also require other measures to
increase safety and security in accordance with Crime Prevention Through Environmental Design (CPTED) principles.

6 The right of pedestrian use and access by the public for all walkways shall be guaranteed by an easement or other legal document. The easement or agreement shall be in form and substance acceptable to the city attorney and be recorded with Snohomish County.[MM2]

7 All walkways should be defined and identified with a minimum of two of the following features:
   - 6-inch vertical curb;
   - Trellis;
   - Special paving;
   - Bollards;
   - A continuous landscaped area, at least 3 feet wide, on one side of the walkway;
8. Vehicular Access and Circulation

INTENT
To provide access management from public streets; to reduce turning movements that increase congestion and reduce safety, particularly on 36th Ave West

To provide safe and convenient access routes through large areas by connecting public and/or private roadways and access ways

To enhance the visual character of interior access roads

To minimize conflicts with pedestrian circulation and activity

GUIDELINES
1. Internal access roads should be designed to look and function like streets, utilizing street trees and sidewalks

2. Do not locate access from 36th Ave West unless the Public Works Director determines there is no other reasonable solution.
9. Open Space

INTENT
To provide a variety of public spaces in association with individual buildings, so that, over time, there are numerous choices for gathering, meeting friends and associates, and enjoying good weather.

GUIDELINES
1. Every new building or development shall provide open space in an amount at least equal to 1% of the sum of the square feet of building area and the square feet of site area.
2. Such space shall be located where it is visible and accessible from either a public sidewalk or a pedestrian connection. Spaces should be adjacent to or visible from a building entry.
3. Such space shall include at least five of the following features:
   - Benches. Ledges are also acceptable, as long as they are 15" to 18" in height.
   - Landscaping components that add visual interest and do not act as a visual barrier including planting beds, potted plants or both.
   - Pedestrian scaled lighting.
   - Artwork (including pavement artwork), with valuation of at least one-half of one percent of the total construction cost.
   - Water feature(s).
   - Information kiosk.
   - Trellis and/or shelter.
   - Decorative paving.
   - Another feature not listed above that meets the intent of these guidelines.
4. Between 25% and 75% of the area of the space should be hard surfaced.
5. Open Space shall not have:
   - Asphalt or gravel pavement. Adjacent parking areas or service areas which are not separated by landscaping (min. 3 feet wide)
   - Adjacent chain link fences
   - Outdoor storage or retail that do not contribute to the pedestrian oriented environment
10. Community Gateways

INTENT
To mark key intersections within and around the edges of the City Center.

GUIDELINES
1. At designated Gateways, there shall be a special feature provided at the corner of a site next to the street(s) and composed of at least two of the following elements:
   - Seasonal plantings
   - Flowering specimen tree.
   - Artwork
   - Water Feature
   - Public Space
   - Unique lighting

2. A Gateway Feature may be combined with a Public Space to meet both requirements.
11. Service Areas

**INTENT:**
To minimize adverse visual, olfactory or auditory impacts of mechanical equipment and service areas at ground and roof levels

To provide adequate, durable, well-maintained and accessible service and equipment areas

To protect adjacent residential uses and adjacent properties from impacts due to location and utilization of service areas

**GUIDELINES**
Service Areas (loading docks, trash dumpsters, compactors, recycling areas and mechanical equipment areas)

1. Service areas shall be located to avoid negative visual, auditory, olfactory or physical impacts on the street environment and adjacent residential zoned properties.

2. Service area enclosures that are visible from a sidewalk or walkway shall be screened with landscaping. The minimum width of the landscaping area should be three feet.

3. Ground mounted mechanical equipment shall be located and screened as necessary to minimize visual and noise impacts to pedestrians on streets, in open spaces and adjoining properties.

4. Locate and screen utility meters, electrical conduit and other service and utilities apparatus so they are not visible from adjoining properties and nearby streets.

5. A structural enclosure shall be constructed of masonry or heavy gauge metal. The walls must provide full screening from the affected roadway or use. The enclosure may use overlapping walls to screen dumpsters and other materials. Gates shall be made of heavy gauge, site obscuring metal.

6. Collection points shall be located and configured so that the enclosing gate swing does not obstruct pedestrian or vehicle traffic, or does not require that a hauling truck project into any public right of way.

7. Weather protection of recyclables shall be insured with weather proof containers or by providing a roof over the storage area.
12. Storm Water Facility Planning

**INTENT:**

To comply with storm water management requirements.

To integrate storm water management/water quality systems into the site design as an amenity.

To reduce the economic burden of storm water management systems on developments.

*Note:* These guidelines address design issues and are not intended to diminish or alter other requirements for storm water management measures in Chapter 13.45, LMC.

**GUIDELINES:**

1. When used, biofiltration swales, rain gardens, storm water planters, and other storm water management measures shall be integrated into the overall site design in a manner that is consistent with the landscape design concept. Methods of filtration are listed below in order of preference:

2. Incorporate the biofiltration system, including low-impact development (LID) features, as part of the landscape features of the development. If the biofiltration system is incorporated into the landscaping of the site's open space, then, upon approval of the Director, the storm water facility may be counted as part of the required open space.

3. Locate biofiltration swales, ponds, or other approved biofiltration systems as part of a landscape screen. Trees may be planted near the grass swale as long as they do not substantially shade the grass or undermine soil structure within the swale. The swale or pond should be designed so it does not impede pedestrian circulation or shared parking between two or more properties.

4. Where topography is favorable, locate the biofiltration swale, wet pond, or other approved biofiltration system within the paved parking or service area. The swale or pond should be landscaped as part of the required internal parking area landscaping and oriented so it does not impede pedestrian circulation.
TRANSITION AREA

B. BUILDING DESIGN STANDARDS
1. Building / Sidewalk Relationship

INTENT
To ensure that buildings within the Transition Area (except those along 36th Ave. W. – see separate setback and landscaping requirements in zoning regulations) are generally located adjacent to a public right of way or walkway and enliven the streets, sidewalks and walkways.

GUIDELINES
1. Other than along 36th Ave. W., building facades facing a sidewalk or walkway should incorporate windows, canopies and other features (see other guidelines which address these elements).

2. Setting facades close to the public right of way may be accomplished through base structures that extend out to the sidewalk, not necessarily the full height of the building.
2. Building Design

**INTENT:**
To provide building design that has a high level of design quality and creates comfortable human environments.
To incorporate design treatments which add interest and reduce the scale of large buildings.
To encourage building design that is authentic and responsive to site conditions.
To encourage functional, durable, and environmentally responsible buildings.

**GUIDELINES:**

**Architectural Character**
New buildings should not exhibit specific historical styles and themes such as “Bavarian” of “Colonial” architecture. Traditional building elements, forms and materials may be appropriate, as are contemporary architectural styles and features. Buildings within a multi-building development should generally be designed as a composition so that the buildings’ characters complement one another through the use of similar forms, materials, proportions or other characteristics. Although some buildings may include corporate signature elements, such elements that do not meet the intent of these guidelines are not acceptable.
3. Building Entrances

INTENT
To ensure entries to buildings and businesses are inviting, easily identifiable and accessible

To encourage pedestrian activity

GUIDELINES
Building entries shall have a direct walkway to the public sidewalk. Building entries should face the street if feasible

1. For Buildings on 33rd Ave West and Future 194th St SW:
   Principal building entrances (i.e., the building entrance used by commercial customers, residents, or visitors) shall be visible from the street and oriented toward the sidewalk or walkway so that access by foot is clear and convenient.

2. All principal building entrances shall include the following features:
   A. Pedestrian covering. Building entrances shall be covered by at least 50 square feet of pedestrian weather protection. Entries may satisfy this requirement by being set back into the building façade.
   B. Lighting. Pedestrian entrances shall be lit to at least two foot-candles as measured on the ground plane for residential buildings and four foot-candles for all other buildings.
   C. Transparency. Entries shall feature glass doors, windows, or glazing (window area) near the door so that the visitor and occupant can view people opening the door from the other side (not required for entries leading directly to a single residential dwelling).
   D. Security. To the extent feasible, entries shall be visible from areas with high pedestrian activity or where residents can view the entry (passive surveillance).
   E. Architectural or artwork enhancements. Building entrances shall be enhanced by one or more of the following measures. Entrances on 33rd Ave. W or the future extension of 194th St. SW shall feature two of these measures.
      • Special or ornamental doors, windows, or other architectural elements.
      • Special paving or materials (e.g., decorative tilework).
Draft – April 8, 2011

- Special architectural lighting.
- Landscaping.
- Artwork.
- Adjacent pedestrian-oriented space.

3. Other Public Access for Commercial Buildings:
The design of secondary public entries shall comply with the following measures (applies only to entries used by the public):

- Weather protection at least 5 feet deep is required over each secondary entry.
- There must be at least two foot-candles illumination on the ground surface.
- Two or more of the design elements noted in Guideline 2, above, must be incorporated within or adjacent to the secondary entry.
4. **Ground Level Building Facades**

**INTENT**
To ensure that sidewalks and walkways are lined with interesting building facades and activities and uses that create a safe, attractive, welcoming environment.

To emphasize the importance of the ground level as a place of activity and visual interest.

**GUIDELINES**
1. The ground level facades of buildings that are oriented to streets (other than 36th Ave. W) or walkways shall have transparent windows, window displays or a combination of sculptural mosaic or bas-relief artwork and transparent windows over at least 75% of the ground floor façade between 2 feet and 10 feet above grade.

   Not withstanding the above, ground floor building façade facing 33rd Ave West or 194th St SW shall feature transparency on at least 50% of the ground floor between 2 and 8 feet above grade.

2. To qualify as transparent, windows shall not be mirrored glass or darkly tinted glass.

3. Where Pedestrian-Oriented Uses and transparency are not provided, the façade shall comply with the guideline entitled “Treating Blank Walls.”

**GUIDELINES**
Ground-floor, street-facing façades of commercial and mixed used buildings shall incorporate at least six (6) of the following elements:
   a) lighting or hanging baskets supported by ornamental brackets.
   b) medallions.
   c) belt courses.
   d) plinths for columns.
   e) shallow recesses.
   f) awnings.
   g) cornice.
   h) pilasters.
   i) kickplate for storefront window.
   j) projecting sills.
   k) tilework.
   l) awnings.
   m) pilasters.
   n) pedestrian scale sign(s) painted on windows.
   o) planter box.
   p) an architectural element not listed above, as approved, that
meets the intent.
5. Weather Protection

INTENT
To provide pedestrians with cover from rainfall thereby making the experience of walking during inclement weather more pleasant.

GUIDELINES
1. Canopies that provide weather protection (min. width of five feet) shall be provided along at least 75% of the frontage if the frontage is adjacent to a public right-of-way or walkway.

2. Canopies may be constructed of any permanent, durable material, but glass and steel are strongly suggested.

3. Overhead, pedestrian-oriented signs may be hung from canopies ("blade signs").
6. Treating Blank Walls

**INTENT**

To reduce the impact of large undifferentiated walls

To reduce the apparent size of large walls through the use of various architectural and landscaping treatments

To ensure that all visible sides of buildings provide visual interest and variety

**GUIDELINES**

1. All blank walls within 50 feet (?) of the street or pedestrian walkway or adjacent property or are visible from that street, pedestrian walkway or adjacent property shall be treated with at least four of the following elements:
   - masonry (but not flat concrete block).
   - concrete or masonry plinth at base of wall.
   - belt courses of a different texture and color.
   - projecting cornice.
   - projecting metal canopy.
   - decorative tile work or medallions.
   - vertical trellis containing climbing vines or plant material.
   - landscaped planting bed at least 8 feet wide or a raised planter bed at least 2 feet high and 3 feet wide at the base of the wall.
   - opaque or translucent glass windows.
   - artwork.
   - vertical articulation.
   - lighting fixtures.
   - recesses.
   - an architectural element not listed above, as approved, that meets the intent.

2. Freestanding walls, such as at trash enclosures or loading docks, shall be constructed of materials and have exterior colors that complement the exterior of the primary buildings.

3. At buildings fronting on 33rd Ave. W. or 194th St SW where windows are not provided, no more than 10 feet unembellished surface shall be allowed.
7. Upper Level Setbacks

INTENT
To reduce the bulk of taller buildings, to reinforce pedestrian scale on street frontages, and to allow for a reasonable visibility of the sky from street level.

GUIDELINES
1. Upper facades of buildings should step back. The amount of step back should be sufficient to create a distinct “base.”

2. Step backs shall be at least an average of 10 feet.

3. An upper level setback may incorporate a sloping roof.
8. Roof Expression

INTENT
To create a skyline that is visually interesting.

GUIDELINES
1. Buildings over 50 feet in height should incorporate features that create a visually distinctive roof form. The following are examples of such features:
   - Terraced Step Backs
   - Pitched Roof Elements
   - Projecting Cornice Elements
   - Trellises along the Parapet
   - Geometric Forms (dome, pyramid, etc.)
   - Change of materials or color on top floor
9. Screening Mechanical and Communications Equipment on the Roof

INTENT
To conceal, to the greatest extent possible, equipment, dishes and other appurtenances located on the roofs of buildings or alternatively, to integrate them into the architecture.

GUIDELINES
1. All mechanical equipment located on the roof shall be contained within opaque parapet walls or placed behind (or within) roof forms. Plywood walls or chain-link fencing with slats are not acceptable forms of screening. Whatever the screening method, it shall be integrated within the architectural design of the building. The screening shall insure that the equipment is not visible within 150 feet of the building when viewed from ground level.

2. Efforts should be made to locate communication equipment so that it is not visible from nearby streets. If it is possible to conceal such equipment behind parapet walls and still allow it to operate, that is the preferred method.
10. Parking Structures

INTENT
To reduce the visual impact of structured parking located above grade.

GUIDELINES
1. The facades of parking levels that are visible from a public street should be treated in such a way as to seem more like a typical floor, rather than open slabs with visible cars and ceiling lights. This may be accomplished by two or more of the following:
   • Square openings, rather than horizontal openings
   • Planting designed to grow on the façade
   • Louvers
   • Expanded metal panels
   • Decorative metal grills
   • Spandrel (opaque) glass
   • Other devices may be proposed that will accomplish the intent.

See also LMC 21.18.710.
11. Parapet Walls

INTENT:
To insure that portions of parapet walls that extend above the upper edge of the parapet/cornice ("raised parapet wall") complement the design of the façade on which they are located and do not appear out of proportion or scale with that wall or the building.

GUIDELINES:

1. The face of raised parapet walls (generally located above building entries) may extend above the upper edge of the parapet wall generally so long as:

   • the height of the raised parapet does not exceed twice the height of the parapet (measured from the roof deck line)
   • the width of the raised parapet does not exceed 25% of the length (width) of the building frontage on which it is located,
   • the raised parapet is structurally integrated into the rest of the building
   • the appearance of the raised parapet matches or complements the design of the rest of the façade at which it is located.

Signs may be located on these raised parapet walls.
12. Gateway Locations

INTENT
To identify and highlight major entrances into the City Center.

GUIDELINES
1. Within designated Gateway Areas (see Zoning Map), buildings are encouraged to incorporate architectural features that are bold and dramatic.
   The following is a list of possible/acceptable features:
   • Tower forms at corners
   • Landscaped forecourts
   • Large entries
   • High bay lobbies
   • More intense color
   • Accent lighting
   • Unusual shapes or forms
   • Artwork, such as a sculpture or mural
13. Accessory Buildings and Structures  

**INTENT**
To reduce the visual impact of accessory structures and promote a well-designed and coordinated exterior appearance of a development.

**GUIDELINES**
1. All exterior materials and colors on an accessory structure shall either match or complement those of the primary structure(s).
14. Exterior Materials

INTENT
To ensure that the character of the Transition Area is seen as high quality.

GUIDELINES
1. Buildings should use solid, permanent, low-maintenance materials to
   add variety, permanence and richness to building and streetscape.

2. Plywood shall not be used as an exterior surface.

3. Exposed concrete walls shall be painted or given an architectural finish.

4. Metal siding when used over 25% of a building façade that is visible from
   a public street or walkway shall have a matte finish in a neutral color
   Include 2 or more of the following
   • Visible window or door trim painted or finished in a
     complimentary color
   • Color and edge trim that cover exposed edges of the sheet
     metal panels
   • A base of masonry, stone, or other approved permanent
     material extending up to at least 2 feet above grade that is
     durable and satisfies the Intent of the Guidelines. (The intent is
     to provide more durable materials near grade level.)
   • Other detail/color combinations for metal siding approved by the
     Director, provided design quality and permanence meet the
     intent of this section.

5. Concrete block walls. Concrete block construction used on over 25
   percent of a building façade visible from a public roadway or walkway
   must be architecturally treated in one or more of the following ways:
   • Use of textured blocks with surfaces such as split face or
     grooved.
   • Use of other masonry types, such as brick, glass block, or tile in
     conjunction with concrete blocks.
   • Use of decorative coursing to break up blank wall areas.
   • Use of matching colored mortar where color is an element of
     architectural treatment for any of the options above.
   • Other treatment approved by the Director.

6. Requirements for Exterior Insulation and Finish System (EIFS) and similar
   troweled finishes:
   • To avoid deterioration, EIFS should be trimmed and/or should
be sheltered from extreme weather by roof overhangs or other methods.

- EIFS may only be used in conjunction with other approved building materials.
- EIFS is prohibited on the first floor of a building.

7. Prohibited materials:

- Mirrored glass.
- Corrugated fiberglass.
- Chain link fencing (except for temporary purposes such as a construction site).
- Crushed colored rock or tumbled glass.
- Wood
- Any sheet materials, such as wood or metal siding, with exposed edges or unfinished edges, or made of nondurable materials.
TRANSITION AREA

C. SIGN DESIGN STANDARDS
1. Pedestrian-Oriented Signs

**INTENT**
To ensure that the Transition Area reinforces pedestrian activity and commerce and to convey an image for the Transition Area that is urban in nature.

**GUIDELINES**
1. Pole signs are not permitted on any street within the Transition Area (see zoning regulations). Generally, signs shall be affixed to building facades, but monument signs are allowed. The area around the base of such signs shall be landscaped with shrubs and seasonal color.

2. Roof top signs are not permitted within the Transition Area.
2. Integrating Signs with Architecture

**INTENT**
To ensure that signs are considered in the design of buildings and that the design of signs fits with the building with which they are associated.

**GUIDELINES**
1. The design of buildings and sites shall identify locations and sizes for future signs and shall recommend a sign program for all project signs. The sign program shall allow for advertising which fits with the architectural character, proportions, and details of the development. As tenants install signs, it is expected that such signs shall be in conformance with the sign program.
3. Creative and Artistic Elements

INTENT
To encourage businesses to employ graphic symbols, creative elements, lighting and other features to identify their products and services.

GUIDELINES
1. Signs should be expressive and individualized.

2. Signs should convey the product or service offered by the business in clear, graphic form.

3. Projecting signs, supported by ornamental brackets and oriented to pedestrians are strongly encourage

4. Neon may be used in an artful way in signs; however, simply outlining the roof or building in neon tubing shall not be allowed.
NOTE:
THIS OPTION IS PROPOSED WITH GENERALLY 50% SITE COVERAGE

36th Ave W ROW

25 ft. Setback Landscaping

15 ft. Setback Parking Ok, No Building

Step 1: 20 ft. distance

Step 2: After 60 ft. distance

85 ft. Max Building Height

Step 3:
1. After 100 ft. distance: 120 ft. Max Building Height with TDR from View Corridors or with Conditional Use Permit.
2. For properties E. of 33rd 120 ft. Max Building Height
DRAFT 2/9/2012 (NOT TO SCALE)
Alderwood—City Center Transition Area
Proposed Height from 36th Ave. W

36th Ave W ROW
25 ft. Setback Landscaping
15 ft. Setback Parking Ok, No Building

Step 1:
20 ft. distance

Step 2:
40 ft. distance

Step 3:
After 100 ft. distance

0-40 ft.  40-60 ft.  60-100 ft.  100 ft. and Beyond

35 Ft. Max Building Height
85 Ft. Max Building Height
120 Ft. Max Building Height
ACTION
For discussion.

BACKGROUND
In 2011 staff started working with the Planning Commission to develop an amendment to the zoning code focused on self-storage (mini-storage) uses. The code amendment deals with two related issues.

- The first issue is to close an anomaly in the zoning code resulting from a Director’s code interpretation that self-storage was not a permitted use in Lynnwood’s B-1 commercial zone. This issue arose with the “General Storage” proposal to build a storage operation on 200th near Highway 99. Staff determined that self-storage was not a permitted use nor was it consistent with the Comprehensive Plan. Upon appeal the Hearing Examiner agreed. However, upon further appeal to Superior Court the judge overturned these actions by finding that self-storage is a “business service, not elsewhere mentioned in this section” and as such is permitted in Lynnwood B-1 commercial zone. Once this "loophole" is closed self-storage would remain a permitted use in the BTP (Business Technical Park zone, and would also allow self-storage as a permitted use in the LI zone.)

- The second issue was to look at allowing self-storage in certain commercial zones under the following two scenarios.

  Scenario 1. The first scenario is in multi-story buildings that are architecturally designed to emulate office or multi-family buildings with windows, muted colors and concealed loading and storage areas. These buildings could also incorporate ground floor retail as appropriate.

  Scenario 2. The second scenario is to allow self-storage as a component of larger multi-story office and residential buildings located, for example, in City Center and the Transition Area. In this context no outdoor storage would be permitted, loading areas concealed and a cap would be set at 20% of the
building area that could be used for this purpose to insure that the primary function of the building is consistent with City plans and permitted zoning.

Staff held several discussions with the Planning Commission including a presentation provided by a developer of self-storage projects. Unfortunately, since that time this effort sat on the back-burner as the Community Development Department dealt with significant staffing shortages. Backup materials from these meetings are attached.

DISCUSSION
The current draft ordinance builds upon the draft ordinance last reviewed by the Commission. As before, self-storage uses would be permitted in the BTP district as of right subject to the City's standard Project Design Review ordinance. The proposed amendment expands that to include the Light Industrial zone, also subject to the City's standard design review process.

As proposed, self-storage uses would be permitted in the CG General Commercial, B-1 Community Business and allowed as a Conditional Use in the PCD Planned Commercial Development zones. They will be required to be multi-story buildings designed to emulate office or residential buildings.

The proposed code amendment does not deal with self-storage uses that would be allowed to be incorporated into multi-story buildings in the Transition Area (zoning currently under consideration) or City Center. Those individual code amendments will include provisions allowing self-storage to occupy up to 20% of a building's total floor area. They will not be allowed to occupy space on the ground floor.

After considerable thought staff is proposing that self-storage not be allowed in very-low intensity commercial zones or in multi-family zones. There are several reasons for this:

- Total acreage of low intensity B-3/ B-4 zones is extremely small.
- The intent of the B-3 and B-4 districts is that they be located in very close proximity to residential neighborhoods and provide retail and service uses needed by the residents.
- Lynnwood, as with all cities and counties in Central Puget Sound, is required to plan under the Growth Management Act (GMA). A primary responsibility is to accommodate our fair share of projected growth. Lynnwood has adopted a policy of protecting our single family neighborhoods by accommodating growth in multi-family zones and also mixed use zones located along Highway 99, City Center and the Transition Area (zoning currently under consideration). Unrestrained use of these areas for self-storage would jeopardize the City's ability to pursue this goal.
- While the intent is to provide more and better regulated opportunities for developing self-storage we need remember that while they provide a service used by our residents they do not provide much benefit to the community as a whole. They do not encourage significant customer traffic that benefits other businesses in the area nor do they generate significant taxes. There is little
benefit to providing self-storage for people and businesses from Edmonds or other nearby communities.

RECOMMENDATION
Upon wrapping up discussion with the Planning Commission staff will complete a SEPA checklist, issue an environmental determination and schedule a public hearing.
CITY OF LYNNWOOD

ORDINANCE NO. ________

AN ORDINANCE OF THE CITY OF LYNNWOOD, WASHINGTON, AMENDING LYNNWOOD MUNICIPAL CODE CHAPTERS 21.02, 21.18, 21.46, AND 21.50 RELATING TO SELF-SERVICE STORAGE FACILITIES, AND PROVIDING FOR SEVERABILITY, AN EFFECTIVE DATE AND SUMMARY PUBLICATION.

WHEREAS, under Chapters 35A.11 and 35A.63 RCW the City Council of the City of Lynnwood has the authority to adopt ordinances relating to the use of real property located within the City; and

WHEREAS, pursuant to Lynnwood Municipal Code Title 21 Zoning, "business services" and "professional services" are permitted uses in a number of zoning districts, including (but not limited to) the Restricted Business (B-4), Neighborhood Business (B-3); Limited Business (B-2), Community Business (B-1), Planned Commercial Development (PCD), Planned Regional Shopping Center (PRC), City Center (CC), General Commercial (CG), Commercial-Residential (CR) and College District Mixed Use (CDM) zones; and

WHEREAS, since at least 1994 when the City updated the zoning code to comply with the Growth Management Act, the City has considered that the terms “mini-warehouse,” “mini-storage,” and “self-service storage” did not fall within the meaning of the terms “business services” or “business and professional services,” and therefore these uses were not permitted uses in the above listed zones simply because “business services” or “business and professional services” are a permitted use in those zones; and

WHEREAS, in March 2010 the Snohomish County Superior Court in the case of General Stor-Age, LLC vs. City of Lynnwood Department of Community Development (No. 09-2-04337-8) held that the City erred in interpreting the law, and that as a matter of law under the Lynnwood Municipal Code, self-storage and mini-storage are outright permitted uses as "Business and Professional Services not otherwise mentioned" in the B-1 (Community Business) zone; and

WHEREAS, to preserve the integrity of the City’s zoning code and the related Comprehensive Plan land use designations, the City should regulate the location, construction and operation of “mini-warehouses,” “mini-storage,” and “self-service storage” facilities in the Restricted Business (B-4), Neighborhood Business (B-3), Limited Business (B-2), Community Business (B-1), Planned Commercial Development (PCD), Planned Regional Shopping Center (PRC), City Center (CC), General Commercial (CG), Commercial Residential (CR), and College District Mixed Use (CDM) zones; and

WHEREAS, while historically self-service storage facilities have been characterized by a utilitarian industrial appearance, some modern self-service storage facilities in urban areas have been designed to resemble office and even apartment buildings with utilitarian features such as loading
docks and unit entrance doors not visible from outside the facility, which has made them much more visually compatible with high quality commercial developments; and

WHEREAS, on ________, 2012, the City of Lynnwood SEPA Responsible Official issued a ________ on the proposal; and

WHEREAS, proposed code amendments related to self-storage facilities were sent to the Washington State Department of Commerce on ________, 2012 in accordance with RCW 36.70A.106 for the State agency review process; and

WHEREAS, on the ______ day of ________, 2012, the Lynnwood Planning Commission held a public hearing on proposed amendments to the Lynnwood Municipal Code relating to self-service storage facilities and the definition of business and professional services; following which the Planning Commission voted to forward a recommendation that the Lynnwood City Council adopt the amendments to the Lynnwood Municipal Code; and

WHEREAS, on the ______ day of ________, 2012, the Lynnwood City Council held a public hearing on proposed amendments to the Lynnwood Municipal Code relating to self-service storage facilities and the definition of business and professional services; and

WHEREAS, the City Council has determined that it is in the best interest of the City and necessary for the protection of public health, safety, property and peace including the land use policies embodied in the City of Lynnwood Comprehensive Plan and zoning code to amend the Lynnwood Municipal Code in order to address these issues and to clarify the meaning and intent of the affected sections of the Lynnwood Municipal Code; now, therefore

THE CITY COUNCIL OF THE CITY OF LYNNWOOD, WASHINGTON, DO ORDAIN AS FOLLOWS:

Section 1. Findings. The recitals above are adopted as findings that support passage of this ordinance.

Section 2. Amendment. Lynnwood Municipal Code Chapter 21.02 (Definitions) is hereby amended as follows:

21.02.492 Business and Technical Park.

"Business and technical park" means a planned development of one or more buildings which displays unity and high aesthetic standards in architecture and in the choice of building materials, landscaping and other external features, and typically is occupied by several tenants, with emphasis on office uses, potentially with accessory distribution, low intensity warehousing, and light fabrication and/or assembly. (Ord. 2020 § 2, 1994; Ord. 1485 § 1, 1985; Ord. 1036 § 1, 1979)

21.02.192 Business Services.
"Business services" are businesses primarily engaged in providing administrative
support services to other business on a fee or contract basis, such as (but not limited to)
advertising, mailing, copying, printing and binding; personnel and employment services;
accounting, bookkeeping, tax preparation; management and professional consulting;
office equipment rental, maintenance and repairs; travel agencies and similar services.
Business services under this definition are characterized by their ability to locate in (and
typically being found in), ordinary office or retail space, and by not requiring physical
facilities or configurations not ordinarily found in office or retail buildings such as
extensive storage or warehouse space, classrooms, laboratories, manufacturing space,
special material handling facilities, etc.

21.02.584 Professional Offices
"Professional offices" means office buildings or office space within multi-tenant or
mixed-use buildings designed and intended maintained and used as a places of
business and professional practice for conducted by persons and businesses engaged
in professional services as defined by this Title, the healing arts of human being such as
doctors and dentists (but wherein no overnight care for patients is given) and by
engineers, attorneys, architects, accountants and other persons providing services
utilizing training in and knowledge of mental disciplines as distinguished from training
in occupations requiring skill or manual dexterity or the handling of commodities.
(Ord. 2020 § 2, 1994; Ord. 190 Art. IV § 416, 1964)

"Professional services" are services provided by persons, such as doctors and dentists,
and by engineers, attorneys, architects, accountants and other persons utilizing training
in and knowledge of mental disciplines as distinguished from training in occupations
requiring manual skills, dexterity, or the handling of commodities.

21.02.658 Self-Service Storage Facility.
"Self service storage facility" means a building, group of buildings or other facility having
compartments, rooms, spaces, containers or other type of units which are individually
leased, rented, sold or otherwise contracted for by customers for the storage of personal
or business goods or property, and where the facility owner/operator has limited access
to the units. For purposes of this title, the term self-service storage facility shall be
considered synonymous with self-storage warehouse, self-storage facility, mini-
warehouse or mini-storage.

21.02.803 Warehouse.
"Warehouse" means a structure, room, or rooms for the storage of merchandise or
commodities. The term "warehouse" does not refer to "self-service storage facilities."

Requirements") is hereby amended as follows:

21.18.800 Capacity Requirements.
Off-street parking shall be provided in accord with the following tables:
Table 21.18.10

<table>
<thead>
<tr>
<th>Industrial Uses</th>
<th>Number of Parking Stalls Required</th>
</tr>
</thead>
<tbody>
<tr>
<td>Apparel Manufacturing</td>
<td>One per 350 SF GFA</td>
</tr>
<tr>
<td>Baking, Bottling and Canning Establishments</td>
<td>One per 600 SF GFA</td>
</tr>
<tr>
<td>Engraving</td>
<td>One per 350 SF GFA</td>
</tr>
<tr>
<td>Machinery Repair without Sales</td>
<td>One per 200 SF GFA, whichever is greater</td>
</tr>
<tr>
<td>Manufacturing and Assembly Businesses, and Other Light Industrial including research and testing but not apparel, printing and related business</td>
<td>One per 600 SF GFA</td>
</tr>
<tr>
<td>Printing or Publishing Business</td>
<td>One per 350 SF GFA</td>
</tr>
<tr>
<td>Self-Service Storage Facilities (Mini Warehouses)</td>
<td>One per 60 storage units, or one per 3,000 SF GFA, whichever is greater. Must also provide spaces for the loading/unloading of storage units.</td>
</tr>
<tr>
<td>Warehouses (not including self-service storage facilities)</td>
<td>One per employee or two per 3,000 SF GFA, whichever is greater</td>
</tr>
</tbody>
</table>

Section 4: Amendment. Lynnwood Municipal Code Chapter 21.50 (Industrial Zones), Table 21.50.01, is hereby amended as follows:

21.50.100 Uses allowed in the industrial zones.

Table 21.50.01

<table>
<thead>
<tr>
<th>Use</th>
<th>BTP</th>
<th>LI</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accessory Greenhouses</td>
<td>AC*</td>
<td>–</td>
</tr>
<tr>
<td>Assembly of Wood, Light Metal, Glass, Electronic, Electrical or Plastic Parts or Components which are extruded, stamped, manufactured, shaped, or prepared elsewhere, not precluding minor processes such as cutting, drilling, soldering, or minor welding</td>
<td>P</td>
<td>P</td>
</tr>
<tr>
<td>Athletic Clubs containing such facilities as handball, racquetball, tennis, and basketball courts, swimming pools, and exercise rooms</td>
<td>P</td>
<td>P</td>
</tr>
<tr>
<td>Auditoriums</td>
<td>–</td>
<td>P</td>
</tr>
<tr>
<td>Auto Wrecking Yards</td>
<td>–</td>
<td>C</td>
</tr>
<tr>
<td>Automotive and Machinery Repairing and Storage</td>
<td>–</td>
<td>P</td>
</tr>
<tr>
<td>Banks and Other Financial Institutions</td>
<td>C</td>
<td>–</td>
</tr>
<tr>
<td>Barber Shops and Beauty Parlors</td>
<td>AC*</td>
<td>–</td>
</tr>
<tr>
<td>Activity</td>
<td>Permitting (P)</td>
<td>Planning (P)</td>
</tr>
<tr>
<td>-------------------------------------------------------------------------</td>
<td>----------------</td>
<td>--------------</td>
</tr>
<tr>
<td>Biotechnology (except manufacturing pharmaceuticals)</td>
<td>P</td>
<td>P</td>
</tr>
<tr>
<td>Blacksmithing, Welding, and Metal Fabricating Shops</td>
<td>-</td>
<td>P</td>
</tr>
<tr>
<td>Bookstores, News Stands, and Stationery Stores</td>
<td>AC*</td>
<td>-</td>
</tr>
<tr>
<td>Bottling and Packaging Plants</td>
<td>C</td>
<td>-</td>
</tr>
<tr>
<td>Building Material Yards</td>
<td>-</td>
<td>P</td>
</tr>
<tr>
<td>Business and Professional Offices including offices of a clerical or</td>
<td>P</td>
<td>P</td>
</tr>
<tr>
<td>administrative nature</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Business Services and Office Supplies</td>
<td>P</td>
<td>-</td>
</tr>
<tr>
<td>Cabinet, Millwork, or Wood Prefabrication Operations</td>
<td>C</td>
<td>P</td>
</tr>
<tr>
<td>Child Day Care (e.g., day care for children of employees or of patrons)</td>
<td>-</td>
<td>AC</td>
</tr>
<tr>
<td>Contractor's Offices, Shops, and Indoor Storage</td>
<td>P</td>
<td>P</td>
</tr>
<tr>
<td>Contractor's Offices, Shops, and Storage Yards</td>
<td>-</td>
<td>P</td>
</tr>
<tr>
<td>Employees' Cafeterias</td>
<td>AC*</td>
<td>P</td>
</tr>
<tr>
<td>Florist Shops</td>
<td>AC*</td>
<td>-</td>
</tr>
<tr>
<td>Food and Dry Goods Distribution Operations</td>
<td>P</td>
<td>P</td>
</tr>
<tr>
<td>Food and Dry Goods Processing and Packaging</td>
<td>C</td>
<td>P</td>
</tr>
<tr>
<td>Freight Warehouse Terminals</td>
<td>C</td>
<td>P</td>
</tr>
<tr>
<td>Furniture Manufacture and Repair Shops</td>
<td>C</td>
<td>P</td>
</tr>
<tr>
<td>Wireless Communications Facility less than 300 feet from residential</td>
<td>C</td>
<td>C</td>
</tr>
<tr>
<td>zones (as measured from the wireless communications support structure</td>
<td></td>
<td></td>
</tr>
<tr>
<td>to the property line of the nearest residentially zoned parcel)*</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Wireless Communications Facility 300 feet or more from residential</td>
<td>P</td>
<td>P</td>
</tr>
<tr>
<td>zones (as measured from the wireless communications support structure</td>
<td></td>
<td></td>
</tr>
<tr>
<td>to the property line of the nearest residentially zoned parcel)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Wireless Communications Facility, Attached</td>
<td>P</td>
<td>P</td>
</tr>
<tr>
<td>Gift Shops</td>
<td>AC*</td>
<td>-</td>
</tr>
<tr>
<td>Indoor and/or Outdoor Tennis Courts, Racquet Clubs, and Handball Courts</td>
<td>C</td>
<td>-</td>
</tr>
<tr>
<td>Research and Development</td>
<td>P</td>
<td>P</td>
</tr>
<tr>
<td>Laundry and Dry Cleaning Plants</td>
<td>-</td>
<td>P</td>
</tr>
<tr>
<td>Manufacturing, Rebuilding or Repairing Nonmetal Products</td>
<td>-</td>
<td>P</td>
</tr>
<tr>
<td>Manufacturing Pharmaceuticals</td>
<td>-</td>
<td>C</td>
</tr>
<tr>
<td>Mass Transit Storage and Maintenance Facilities</td>
<td>-</td>
<td>C</td>
</tr>
<tr>
<td>Mini-warehouses</td>
<td>P</td>
<td>-</td>
</tr>
<tr>
<td>Municipal Services</td>
<td>P</td>
<td>P</td>
</tr>
<tr>
<td>Park and Pool Lots</td>
<td>C</td>
<td>P</td>
</tr>
</tbody>
</table>
Pharmacies in conjunction with medical, dental, optical, and chiropractic clinics | AC  |
---|---|
Plant Nurseries | AC* |
Printing, Publishing and Binding | P  |
Printing Plants | P  |
Public Utility Facilities | C  |
Recycling Collection Centers | C  |
Repair Shops for Household Appliances | AC* |
Residences for Watchmen or Custodians | P  |
Restaurants providing on-premises service | AC* |
Retail Lumber Yards | P  |
**Self-Service Storage Facilities** | P  |
Universities, Colleges, Schools, including preschools, commercial schools, such as dancing, music, trade, etc. | P  |
Veterinary Clinics and Veterinary Hospitals* | C  |
Warehouses (except mini-warehouses not including self-service storage facilities) | P  |
Wholesale trade (i.e., wholesale stores) | P  |
Wholesale trade (i.e., wholesale stores) with retailing confined exclusively to products which are manufactured, packaged, repacked, reloaded or otherwise processed on the same premises | C  |
Wood, Coal and Oil Fuel Yards | P  |

+See LMC 21.50.110.

Key:
P = Use is permitted as a primary use.
C = The use may be permitted through issuance of a conditional use permit.
AC = Use is permitted as an accessory conditional use and must be related to the principal use of the tenant space or property.
AC* = These accessory conditional uses may occupy no more than 25 percent of the floor area.
- = Use is prohibited.

**Section 5. Amendment.** Lynnwood Municipal Code section 21.46.110 is hereby amended to add a new subsection "H" entitled "Self Service Storage Facilities" as follows:

H. Self-Service Storage Facilities. Self-service storage facilities shall be subject to the following additional standards,
February 16, 2012

1. The storage units shall only be permitted as accessory uses located on the upper floors of a building whose primary use is permitted in the zone. The self-storage use may have an office, elevator lobby and the ground floor. A facility business office and/or associated retail use (e.g. sale of boxes, packing supplies, etc.) may be on the ground floor of a street facing building.

2. Self-Service Storage facilities shall occupy no more than 20% of the total floor area of the building.

Section 6. Amendment. Lynnwood Municipal Code Chapter 21.46 (Commercial Zones), Table 21.46.13, is hereby amended as follows:

21.46.100 Permitted structures and uses.

A. No building, structure or land shall be used and no building or structure shall be erected, enlarged or structurally altered, except for one or more of the uses permitted by Table 21.46.01.

Table 21.46.13

<table>
<thead>
<tr>
<th>Other Uses</th>
<th>B-4</th>
<th>B-3</th>
<th>B-2</th>
<th>PCD</th>
<th>B-1</th>
<th>CG</th>
</tr>
</thead>
<tbody>
<tr>
<td>Adult Establishments</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>CA</td>
</tr>
<tr>
<td>Adult Retail Uses</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>CA</td>
</tr>
<tr>
<td>Charitable or Relief Supplies Collection or Storage</td>
<td></td>
<td></td>
<td></td>
<td>C</td>
<td>C</td>
<td></td>
</tr>
<tr>
<td>Customer Parking, outdoor</td>
<td>A</td>
<td>A</td>
<td>A</td>
<td></td>
<td>A</td>
<td>A</td>
</tr>
<tr>
<td>Radio or Television Stations, not including Wireless Communications Facility</td>
<td></td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td></td>
</tr>
<tr>
<td>Recycling Collection Centers*</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>C</td>
<td></td>
</tr>
<tr>
<td>Self-Service Storage Facilities *</td>
<td>I</td>
<td>I</td>
<td>C</td>
<td>P</td>
<td>P</td>
<td></td>
</tr>
<tr>
<td>Temporary Special Events, per Chapter 5.30 LMC</td>
<td></td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td></td>
</tr>
<tr>
<td>Wireless Communications Facility less than 300 feet from residential zones (as measured from the wireless communications support structure to the property line of the nearest residentially zoned parcel)*</td>
<td>C</td>
<td>C</td>
<td>C</td>
<td>P</td>
<td>C</td>
<td>C</td>
</tr>
<tr>
<td>Wireless Communications Facility 300 feet or more from residential zones (as measured from the wireless</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
</tr>
</tbody>
</table>
Section 7. Amendment. Lynwood Municipal Code section 21.46.119 is hereby amended to add a new subsection “D” entitled “Self-Service Storage Facilities in Commercial Zones” as follows:

21.46.119 Limitations on Uses – Other Uses

D. Self-Service Storage Facilities in Commercial Zones

Self-service storage facilities have characteristics in common with both commercial uses and industrial uses. This subsection provides regulations to appropriately site self-service storage facilities in certain commercial zones while maintaining the desired character and function of those zones. In general, self-service storage facilities generate low levels of vehicular and pedestrian activity and do not contribute to the vitality of a commercial area compared to other commercial uses. Historically self-service storage facilities have visually resembled industrial facilities, but some recently constructed facilities have featured designs compatible with higher quality commercial development. If designed appropriately as stand-alone multi-story structures that emulate the exterior architecture of residential or multifamily or as components located within larger multi-story office or residential structures, self-storage uses may be located without adversely impacting Comprehensive Plan goals, zoning district intent or the surrounding neighborhood. Thus self-storage uses in commercial zones must adhere to additional development standards articulated in this chapter.

1. Use Regulations:

a. Permitted Activities: The only activities permitted in a storage unit shall be the rental of the unit and the pickup and deposit of goods and/or property in dead storage. Storage units shall not be used for activities such as:

i) Residences, offices, workshops, studios, hobby or rehearsal areas;
ii) Manufacturing, fabrication, or processing of goods, service or repair of vehicles, engines, appliances or other electrical equipment, or any other industrial activity;
ii) Conducting retail sales of any kind including garage or estate sales or auctions or to conduct any other commercial activity;
iv) Storage of flammable, perishable or hazardous materials or the keeping of animals.

b. Accessory Uses: Accessory uses such as the rental of trucks, trailers or moving equipment (hand carts, jacks & lifts, etc.), the installation of trailer hitches, or the sale of boxes or packing materials are permitted only if they are otherwise permitted in the zone in which the facility is located, and must meet all use and development standards of the zone.

c. Hours of Operation.
i. Self service storage facilities located in commercial zones shall not operate or allow tenant access between the hours of 10:00 PM and 7:00 AM if the site abuts a Class A EDNA, as defined in LMC 10.12 (Noise).
ii. The Director may permit extended hours of operation if the facility operator demonstrates that due to facility design or other factors the facility will not have significant noise impacts on the adjacent Class A EDNA property. The burden of proof is on the facility operator.
iii. Nothing in this section overrides or supersedes any requirement of LMC 10.12 and all restrictions of LMC 10.12 apply even during allowed hours of operation.

d. Outdoor Storage Prohibited: All property stored at self-service storage facilities in commercial zones shall be stored entirely within enclosed buildings. No outdoor storage is permitted including storage of boats, RVs, vehicles, etc. or storage in storage pods or shipping containers is permitted.

2. Development Standards
All development standards of the zone in which the facility is located apply unless the standard is superseded by regulations in this subsection.

a. Storage Units:
i. All storage units must gain access from the interior of the building(s) or site – no unit doors may face the street or be visible from off the property.
ii. If the facility abuts residentially zoned property, the facility loading bays, docks or doors must not be visible from the residential property.
iii. Electrical service to storage units shall be for lighting and climate control only. No electrical outlets are permitted inside individual storage units. Lighting fixtures and switches must be of a secure design that will not allow tapping the fixtures for other purposes.

b. Additional standards for self-service storage facilities in the commercial zones as outlined in Table 21.46.13, subject to the following limitations:
i. The facility must be located in a multi-story building.
ii. Loading docks, entrances or bays may not be located on a street facing side a building and must be screened from residential uses.
3. Design Standards:

Design review shall be required for all new construction and expansions of self-service storage buildings to ensure the development has a high quality design and is appropriate to the desired character of the zone it is located in and the adjacent neighborhood. All self-service storage facilities shall meet all the requirements of Title 21.25 (Design Review) of this code and in addition shall meet all the following requirements:

a. Fences and Walls. Fences and walls including entry gates shall be constructed of high quality materials and shall be compatible with the design and materials of the building(s) and site. The Design Guidelines for walls and fences shall apply to all self-service storage facilities and the following requirements shall also apply:
   i. Decorative metal or wrought iron fences are preferred.
   ii. Chain-link (or similar) fences, barbed or razor wire fences, and walls made of precast concrete blocks are prohibited.
   iii. Fences or walls are not allowed between the main or front building on the site, and the street.
   iv. Street-front landscape areas required by the Design Guidelines or elsewhere in this code shall not be fenced.

b. Ground and Upper Floor Facades. Ground and upper floor facades for self-service storage facility buildings in commercial zones shall meet the following requirements:
   i. The ground floor transparency requirements of the Commercial Districts Design Guidelines shall also apply to each floor above the ground floor of a self-service storage facility building that is visible from a street or from a residentially zoned area.
   ii. The ground floor on rear or side facades facing residential areas do not have to meet LMC 21.46.119 D.3.(b)(i) if they are effectively visually screened from view from the street or nearby residential uses by a transition or landscape strip.
   iii. The design guidelines requirements for treating blank walls and for opaque walls in the design shall apply to the upper floors of self-service storage buildings.
   iv. The buildings shall be designed to resemble office or multi-family structures.

c. Street Entrance. All Self-Service Storage Facilities in commercial zones must have a pedestrian entrance facing the street.
   i. This entrance shall be considered the “main” or “principal” entrance to the building for purposes of the Design Guidelines or other sections of this Chapter even if the majority of customers using the facility enter through loading docks, bays, doors or other side or rear entrances.
   ii. This entrance must meet the Design Guideline Prominent Entrance requirements.

d. Materials. Self-service storage facility buildings must be surfaced in high-quality materials. Unfaced concrete block, painted masonry, tilt-up and pre-cast concrete panels and prefabricated metal sheets are prohibited. Prefabricated buildings are not allowed.
e. Design Departures. In addition to the requirements for design departures in LMC 21.25, the Director must find that a request for approval of a design departure will not cause the development or the use to be inconsistent with the desired character of the zone in which it is located or have negative impacts on surrounding uses.

Section 8. If any section, sentence, clause or phrase of this ordinance should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, clause or phrase of this ordinance.

Section 9. This ordinance or a summary thereof consisting of the title shall be published in the official newspaper of the City, and shall take effect and be in full force five (5) days after publication.

PASSED BY THE CITY COUNCIL, the ______ day of ____________, 2012.

APPROVED:

__________________________________

Don Gough, Mayor

ATTEST/AUTHENTICATED:

__________________________________

Lorenzo Hines
Finance Director

APPROVED AS TO FORM:

__________________________________

Rosemary Larson
City Attorney

FILED WITH ADMINISTRATIVE SERVICES: ___________
PASSED BY THE CITY COUNCIL: ___________
PUBLISHED: ___________
EFFECTIVE DATE: ___________
ORDINANCE NUMBER: ___________
February 16, 2012

On the _____ day of _____, 2012, the City Council of the City of Lynnwood, Washington, passed Ordinance No. _______. A summary of the content of said ordinance, consisting of the title, provides as follows:

AN ORDINANCE OF THE CITY OF LYNNWOOD, WASHINGTON, AMENDING LYNNWOOD MUNICIPAL CODE CHAPTERS 21.02, 21.18, 21.46, AND 21.50 RELATING TO SELF-SERVICE STORAGE FACILITIES, AND PROVIDING FOR SEVERABILITY, AN EFFECTIVE DATE AND SUMMARY PUBLICATION.

The full text of this Ordinance will be mailed upon request.

DATED this ________ day of ________, 2012.
Lynnwood Planning Commission
Meeting of August 11, 2011

Staff Report

Agenda Item: E-1
Self Storage Code Amendment
(2011CAM0002)

Lynnwood Dept. of Community Development — John Bowler

Action
Discussion only, at this work session.

Background
Self-service storage facilities, also known as “mini-storage” or “mini-warehouses”, are currently permitted in the BTP zone and in the City Center zones, except that in the CC-C zone they may not be at street level (Proposed amendments may change these regulations.) However in 2009, in the case of General Stor-Age vs. City of Lynnwood Community Development Dept. the Snohomish Co. Superior Court ruled that a self-service storage facility was a “Business and Professional Services” (LMC 21.46.100: Table 21.46.02) and could be located in the Community Business (B-1) zone where such uses are allowed. The court’s ruling was specific to the B-1 zone, but “Business Services” are a permitted use in all commercial zones, so the court’s ruling could allow self-service storage in all commercial zone.

The Planning Commission had an introductory work session on this matter on June 9, 2011.

Relevant Legal Citations
General Stor-Age, LLC vs. City of Lynnwood Dept. of Community Development
Snohomish Co. Superior Court No. 09-2-04337-8

LMC 21.50.100 allows “mini-warehouses” in the BTP zone.
LMC 21.60.300 allows all uses “unless specifically prohibited” in the CC zones.
LMC 21.60.300(B)(5) specifically prohibits “mini-storage on the street level” in the CC-C zone. Proposed amendments may change these regulations.

2011CAM0004 proposes changes to the City Center regulations which may affect SSSFs.
Analysis and Comment:

Attached is a proposed zoning code amendment to update the City’s regulations for self-service storage facilities (SSSFs). In response to the ruling of the court, this ordinance provides a definition for SSSFs, clarifies what is meant by the term “business services” and eliminates discrepancies in how the zoning code refers to SSSFs. These amendments respond directly to the Superior Court decision. These proposed changes are set out in Sections 2, 3 and 4 of the proposed ordinance. The Commission reviewed these changes at their meeting on June 9, 2011 and they were relatively uncontroversial, and will not be discussed further in this report.

While the staff was considering these changes, the city received inquiries about the possibility of placing facilities of this type in non-industrial areas, including some adjacent to residential areas. We learned that the nature of SSSFs has changed a great deal over the last decade or so, raising the possibility of revising the zoning code with respect to where SSSFs may be allowed and restrictions (if any) placed on them. Therefore, staff is also including revisions to the City’s regulations for locating, operating and designing SSSFs.

New SSSFs built in communities near Lynnwood in the last few years are what the industry refers to as “fourth generation” facilities. They are typically multi-story, secure buildings, climate controlled and professionally managed.

There is a great deal of variation between different jurisdictions in the restrictions placed on SSSFs. Some cities (e.g. Edmonds) don’t allow them. Woodinville on the other hand allows them in industrial and commercial zones and even as part of mixed-use projects in some residential zones.

<table>
<thead>
<tr>
<th>Snohomish Co.</th>
<th>Planned Commercial, General Commercial, Industrial Park, Business Park, Light Industry, Heavy Industry</th>
</tr>
</thead>
<tbody>
<tr>
<td>Edmonds</td>
<td>Prohibited</td>
</tr>
<tr>
<td>Mountlake Terrace</td>
<td>Not specifically listed or mentioned</td>
</tr>
<tr>
<td>Mukilteo</td>
<td>Industrial zones only</td>
</tr>
<tr>
<td>Shoreline</td>
<td>Permitted in Industrial zones; may be permitted as part of a mixed use project</td>
</tr>
<tr>
<td>Bothell</td>
<td>Community Business, General Commercial, Light Industrial</td>
</tr>
<tr>
<td>Bellevue</td>
<td>Light Industrial, General Commercial</td>
</tr>
<tr>
<td>Federal Way</td>
<td>Allowed in Industrial Zones &amp; in BN zones with specific limitations</td>
</tr>
<tr>
<td>Seattle</td>
<td>Allowed with CUP in mixed use zones.</td>
</tr>
<tr>
<td>Portland, OR</td>
<td>Permitted in industrial zones and in some commercial zones with special regulations</td>
</tr>
<tr>
<td>Woodinville, WA</td>
<td>Allowed in medium &amp; high density multi-family residential zones up to 1/3 of GFA.</td>
</tr>
<tr>
<td>Sommerville, MA</td>
<td>SSSFs must be made so they can be converted to other uses e.g. offices or apartments.</td>
</tr>
</tbody>
</table>
Commercial Zones in Which SSSFs May Be Allowed:
Section 4 of the proposed Ordinance proposes changing the Commercial Zones use table (LMC 21.46.100) to allow SSSFs in some commercial zone. Currently (the Superior Court ruling notwithstanding) SSSFs are not a permitted in any commercial zone:

The proposed code amendment would allow SSSFs in commercial zones as follows

<table>
<thead>
<tr>
<th>Zone</th>
<th>Proposed Use Regulation</th>
</tr>
</thead>
<tbody>
<tr>
<td>CG General Commercial</td>
<td>Permitted (P) use subject to all CG zone regulations and proposed supplemental regulations proposed for SSSFs</td>
</tr>
<tr>
<td>B1 Community Business</td>
<td>Permitted in multi-story buildings. Storage units must be on upper floors. Business office may be on ground floor. Loading facilities may not be on street side of a building. Limited to 30% of GFA of building or site.</td>
</tr>
<tr>
<td>B3 Neighborhood Business</td>
<td>Conditional Use Permit (CUP) required</td>
</tr>
<tr>
<td>B2 Limited Business</td>
<td>No change proposed (not permitted).</td>
</tr>
<tr>
<td>B4 Restricted Business</td>
<td></td>
</tr>
<tr>
<td>PCD Planned Commercial</td>
<td></td>
</tr>
<tr>
<td>Development</td>
<td></td>
</tr>
</tbody>
</table>

Additionally:
(1) The proposed changes to the City Center (CC) Zone regulations may change the extent to which SSSFs are allowed in the city center area.
(2) Proposed changes to the Commercial Residential zone regulations may change the extent to which SSSFs are allowed in the Lynnwood HS redevelopment.
(3) The changes proposed in Section 3 will allow SSSFs in the Light Industrial (LI) zone.

Regulations for Operation of Self-Service Storage Facilities:
Also discussed at the June 9, 2011 Commission meeting was use regulations for SSSFs.
The Commission requested the staff consider a number of items including:
  a) Accessory uses (e.g. truck and trailer rental, sale of boxes, packing supplies etc.);
      • The proposed changes allow an accessory use if it is allowed in the zone in which the facility is located. For example, vehicle rental is an allowed use in the CG zone, so would be allowed at an SSSF in the CG zone. Vehicle rental is not an allowed use in the B1 zone, so would not be allowed at an SSSF in the B1 zone.
  b) Uses allowed in the facility other than rental and storage (none)
      • It is common in ordinances regulating SSSFs to restrict their use for e.g. retail, manufacturing, residences etc. Well run SSSFs do not allow this anyway, but the Commission recommended leaving this section in the ordinance. Note also that
some of the design restrictions (e.g. no electrical outlets in the units) reinforce this regulation.

c) Outdoor storage. It was the consensus of the Commission that outdoor storage should not be allowed at SSSFs in the commercial zones. It is allowed in industrial zones.

d) Hours of operation. The Commission asked staff to consider regulations restricting hours of operation for SSSFs.

- The proposed regulations limit hours in the B3 zone, which is adjacent to residential zones in almost all cases, and would limit hours on a site in any other zone that abuts noise sensitive zones (EDNA A as defined in LMC 10.12). There are proposed provisions for extended hours if the facility owner can show there would be no adverse effects.

**Design Standards for SSSFs:**
The staff generally desires to develop regulations to encourage and ensure that SSSFs developed in commercial zones will as much as possible resemble, say, high quality commercial office buildings or at properties adjoining residences, a high quality multi-family residential building. Staff is researching possible design regulations for SSSFs, and requests Planning Commission input and ideas on the subject. To stimulate discussion, staff has requested Stephen Bourne, an architect with experience designing SSSFs make a short presentation to the Commission outlining how SSSF architecture has, and continues to change, and how other jurisdictions have regulated the appearance of SSSFs.

The staff has proposed certain design standards and regulations for SSSFs that go beyond the otherwise applicable Design Guidelines. For example:

- **Fences:** Commercial developments (e.g. shopping centers, office buildings) are not often fenced but SSSFs often are because the facility wants to give an impression of security - so use specific fence standards may be necessary.
- **Street Entrances:** Most visitors to an SSSF use the loading dock to unload/load goods to/from storage, but Lynnwood’s design guidelines encourage prominent pedestrian entrances facing the street. The proposed design guidelines require SSSFs to feature a prominent street entrance even if most visitors use a side or rear entrance, to ensure these structures contribute to the appearance Lynnwood desires for its commercial areas.

**Factors to Discuss/Consider**

- Impact on neighboring uses:
  - low vehicle traffic generation and not in peak hours
  - low foot traffic/activity generation – so SSSFs may not be appropriate in areas where this kind of activity is desired.

- Economic development:
  - SSSFs generate neither sales tax nor significant employment
- Building Recycling: Because of their flexibility SSSFs are often built in existing vacant commercial or industrial buildings. Reuse of existing buildings may not be subject to Design Review.

Policy Questions:

- An SSSF built anywhere in the City would have to comply with the Lynnwood City Wide Design Guidelines. However, to an extent the Design Guidelines were written with office and retail type development in mind and there are certain aspects of SSSF design they do not consider.
  - Upper floor transparency
  - Blank & opaque walls especially on upper stories
  - Entrances
  - Colors/Materials

  The staff has proposed some standards in the draft ordinance for discussion.

- Should some of the design standards (mentioned in prior bullet) more properly be part of the City Wide Design Guidelines? Note that the design review process includes authority to vary/relax individual design guidelines through approval of “design departures”, while relaxation of a code provision requires approval of a variance (more stringent decision criteria and a public hearing before the Hearing Examiner).

- Although the proposed ordinance applies to commercial zones, in many cases SSSF sites may be adjacent to residential zones, and should be made, to the extent possible compatible with such uses. One possibility the Commission might consider is whether in some circumstances the Multi-family District Design Guidelines may be more appropriate than the Commercial District Design Guidelines.

  In what areas (zones? given proximity) might this be appropriate?
  Should all MF Design Guidelines apply or only selected guidelines?

Recommendation:

Discuss proposals regarding SSSFs and give direction to staff.

Attachment:

Draft Ordinance
City of Lynnwood
PLANNING COMMISSION MINUTES
August 11, 2011 Meeting

<table>
<thead>
<tr>
<th>Commissioners Present:</th>
<th>Staff Present:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Maria Ambalada</td>
<td>Community Devt. Director Paul Krauss</td>
</tr>
<tr>
<td>Van Aubuchon</td>
<td>Kevin Garrett, Planning Manager</td>
</tr>
<tr>
<td>Chad Braithwaite</td>
<td>Shay Davidson, Administrative Asst.</td>
</tr>
<tr>
<td>Michael Wojack, Second Vice Chair</td>
<td>John Bowler, Associate Planner</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Commissioners Absent:</th>
<th>Other:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Doug Jones</td>
<td>Councilmember Loren Simmonds</td>
</tr>
<tr>
<td>Richard Wright, Chair</td>
<td>Stephen Bourne, Architect</td>
</tr>
<tr>
<td>Bob Larsen, Vice Chair</td>
<td></td>
</tr>
</tbody>
</table>

Call to Order

The meeting was called to order by Second Vice (Acting) Chair Wojack at 7:00 p.m.

Approval of Minutes

1. Meeting of July 28, 2011

Commissioner Braithwaite referred to page 5 of 8. The last sentence under the first bullet point under his comments should be corrected to read:

*He did not think applying current parking standards to outside dining would not be appropriate since they are not used as often and is are not likely . . . .*

*Motion made by Commissioner Ambalada, seconded by Commissioner Braithwaite, to approve the minutes as corrected. Motion passed unanimously.*

Citizen Comments

None.

Public Hearings

None.

Other Business

None.

8/11/11 Planning Commission Meeting
Page 1 of 10
Council Liaison Report

Councilmember Simmonds stated that there will be a public hearing on the Interim City Center Regulation Extension on Monday night. The Council intends to take formal action at the completion of that public hearing. Following that, the Council will not meet again until Wednesday, September 7.

Director's Report

Director Krauss reported the following:

- The extension of the Interim Ordinance for City Center is on the Council calendar.
- The Council is being briefed on the City Center work that the Planning Commission has been doing. Staff has been meeting with the PFD who mocked up a master concept plan for what it (PFD) would like to achieve. Most of the points raised by the PFD (except for the road) are addressed by the new amendments.
- Highway 99 Corridor was back at a Council Work Session where staff went through the issues that the Council had posed. Staff has scheduled to bring it back to the Council at a business meeting for final action.
- Director Krauss gave a status update on the Lynnwood High School EIS. It is likely that the draft EIS will be ready for public comment in October. The school district has asked the City to analyze some new alignments for the street which intersects with Alderwood Mall Parkway.
- LRT work continues. There will be a presentation on the light rail extension to the Lynnwood Transit Center by Sound Transit at the City Council meeting next week. He discussed the numerous benefits of Light Rail Transit on the I-5 corridor. This is the recommended option. The only area where the Highway 99 alignment has some better potential is in encouraging transit-oriented development. However, that area already has Bus Rapid Transit.
- Staff is working on the additional study financed by the City with Sound Transit to look at extending light rail from the Lynnwood Transit Center into the Lynnwood City Center. Sound Transit came up with three alternate routes to extend a light rail line further into the City Center. Staff recommended that they study an Alderwood Mall Parkway alignment. That study is being refined and they hope to share it with the Council in September or October.
- He gave an update on budget issues. The Mayor has informed the City Council that he is going to cut back City budgets by 6% which would translate to two positions from Community Development. The Council is continuing to work through this issue with the Mayor.

Commissioner AuBuchon asked about the status of the annexation and Costco. Regarding Costco, Director Krauss explained that the School District has to get
its work done first with the rezone, Comprehensive Plan amendment, and Master Plan. He discussed the positive revenue that Costco would bring to the City, but noted that even under the best of circumstances they would not recognize any of the revenue until 2013. Regarding the annexation, Director Krauss stated that they have heard nothing from the Court of Appeals.

Commissioner Braithwaite asked about the PFD's position on the proposed City Center amendments. Director Krauss stated that he was still not sure. The PFD has concerns about the planned street through their property, but that has nothing to do with the proposed amendments.

Commissioner Ambalada referred to a discussion she had in 2005 with a comptroller in the Snohomish County Assessor's Office who thought that the annexation would double the City's sales tax revenue.

**Work Session**

1. Self-Storage Code Amendment (2011CAM0002). Amendments to LMC Title 21 regarding zones in which self-storage and similar land uses are permitted.

Planning Manager Garrett introduced John Bowler who is the lead planner on this item. Mr. Bowler recapped the status of this project. In this revision the draft ordinance includes proposed zones, conditions, hours of operation, and prohibited them in commercial zones. He stated that tonight's focus would be on design issues of self-service storage facilities. The City has project design review and city-wide Design Guidelines. He solicited the Planning Commission's thoughts on design regulations or guidelines they would like to see for these types of facilities. He introduced Mr. Stephen Bourne who is an architect with much experience designing this sort of facility.

**Stephen Bourne, 11012 Sand Point Way NE, Seattle, WA 98125**, gave a presentation regarding his experience with self-storage facilities. Mr. Bourne discussed how the design of self-service storage facilities has changed and evolved. He stated that it has been a misunderstood use because it has been unregulated for close to 20 years. He explained how other cities and jurisdictions have dealt with the design challenge for this type of facility and how the industry and architects have responded to what other cities have done. He showed examples of successful facilities around the country and discussed how Lynnwood can write a code to achieve the products they want. He recommended the following:

- A 2-4 story design. Smaller land parcels would require a higher FAR to achieve that.
- Require more use of glass in the design.
- Require high quality architecture.
- Attractive lobbies with a welcoming active front like retail.
• Make sure the covered loading areas are screened from street view.
• 60% of any typical self-storage is utilized by residential customers within 2-3 miles of the facility. Self-storage works really well in a buffer between intensive commercial arterial zones and the quiet residential zone. Once a facility is full, there will be less than 20 cars a day for even the largest facilities.
• Write design regulations to limit the amount of metal and require a certain percentage of glazing on every street frontage.
• Set FAR at 1.5 or 2 in order to force multi-story densities.
• Self-storage facilities must have visibility in order to be successful.
• Set maximum setbacks as well as minimum setbacks in order to establish an arterial pedestrian feel.
• Combine requirements for glazing and setbacks with certain use requirements (such as retail).

Mr. Bourne summarized that while there will be some in industrial zones, they should not be limited to just industrial zones. They are great buffer uses and compatible in multiple zones and with surrounding uses. There is a demonstrated demand for self-storage facilities in any residential community. Smaller land parcels plus higher densities is the most efficient land use.

Acting Chair Wojack thanked Mr. Bourne for an excellent presentation.

Commissioner Ambalada asked Mr. Bourne if he had spotted an ideal place for mixed use in Lynnwood. Mr. Bourne replied that he had been asked not to talk about any specific sites. He asked if the proposal now was that self-storage facilities would be prohibited in the City Center zones. Director Krauss explained that Council has not taken this up yet. He discussed the City’s goals for this. Mr. Bourne agreed with staff’s direction on this. He added that in Lynnwood the only appropriate zoning for storage in the City Center would be as part of a mixed use facility. Director Krauss explained that they were considering allowing them as no more than 20% of a larger building in the City Center area. Commissioner Ambalada stated that she envisioned this as a mixed use such as retail. Mr. Bourne commented that the synergies between different uses on-site work exceptionally well.

Commissioner AuBuchon thanked Mr. Bourne for the presentation. He referred to some of the background information the Planning Commission had received at the last meeting. He asked about requirements that some cities have that these buildings be made so they can be converted to other uses at some future point in time. Mr. Bourne replied that structural system that is the most economical to be used in this part of the country is not conducive to any other use. A requirement like Commissioner AuBuchon described would force the industry to completely change how they do things. He did not recommend that requirement.
Commissioner AuBuchon asked about the type of construction. Mr. Bourne replied that it is all metal, masonry, glass, and concrete Type 2B construction which is non-combustible. Commissioner AuBuchon asked about allowing tilt-up construction. He thought that this could be quite attractive. Mr. Bourne commented that they want to make sure they have other materials besides just metal. He suggested allowing for the contractor, designer, and owner to decide what kind of materials they use as long as they fit the City’s design guidelines. If staff feels they could write the code in such a way that tilt-up would be attractive, they could do it. He did not recommend prohibiting this.

Commissioner AuBuchon asked about the idea of limiting colors in their design standards. There was discussion about limiting imagery in the City. Mr. Bourne summarized that he thought this would be a difficult battle to fight.

Commissioner Ambalada asked Mr. Bourne what he knows about recycled floors. Mr. Bourne replied that he has seen them from time to time, especially in conversions. He noted that they could encourage this in a “green code” where they require certain green points like Seattle does.

Acting Chair Wojack asked if they are required to have sprinklers. Mr. Bourne replied that they are. He added that single-story buildings sometimes get built adjacent to a multi-story building. Often that single-story building will fall below the IBC threshold for sprinklers. If that is a concern for Lynnwood, they would want to set a threshold and say that everything over a certain amount of square feet is required to be sprinkled. Staff indicated that was already done.

Acting Chair Wojack wondered about putting artwork on outside walls that are adjacent to residential areas. Mr. Bourne suggested mural-type work. Director Krauss suggested that a building with a lot of windows would be more attractive to a neighborhood anyway because it already looks residential.

Acting Chair Wojack wondered if the night lighting would be indirect. Mr. Bourne stated that close to a residential area he would require that all lights have to be shielded and all lights that are on the inside of buildings and that are adjacent to other buildings have to be indirect.

Acting Chair Wojack commented that he really liked the idea of internal loading zones. Mr. Bourne replied that this is very important because it hides the “messy” part of storage. He added that it is not very hard for a good designer to do. Acting Chair Wojack asked staff about incorporating landscaping into fencing. Mr. Bourne stated that in the current third generation model, fencing is high quality such as black rod iron (no chain link) and they use the building as the fence as much as possible. This alleviates the need to have a fence between the building and the property line. Mr. Bowler concurred with this and stated that they wanted to prohibit fences along the front of the building. He liked the idea of rod iron rather than chain link. Acting Chair Wojack concurred.
Acting Chair Wojack then referred to the Draft Ordinance, page 8, under Use Regulations, and asked Mr. Bowler if the units could be sublet. Mr. Bourne commented that they would want to regulate any commerce. Mr. Bowler agreed and stated that it is common in regulations from other cities that the units themselves cannot be used for anything except storage and the rental of the storage units. He noted there will be a retail element built in for the sale of boxes, packing materials, padlocks, etc. A retail operation associated with the facility and the office can be located on the ground floor front, but the units themselves have to be on the upper floors. He noted that they could put in a requirement that the retail use must be run by the facility. However, if they want the ground floor to be retail anyway this might be a moot point. Director Krauss commented on the importance of making sure that the building is appropriately designed for whatever the ultimate use is, but cautioned against over-regulating. Commissioner Braithwaite commented that the storage facility on 168th and Highway 99 has a retail building separate and in front of the main building.

Commissioner AuBuchon also referred the Use Regulations on page 8, he said he’d like to see something specifically prohibiting commodity foodstuffs because they might attract vermin. Mr. Bowler commented that they could add that. Mr. Bourne added that typically the self-storage ownership has a lease that specifies that those things are prohibited. Mr. Bowler agreed that well-run facilities wouldn’t allow those things anyway, but they can’t assume that they will have a well-run facility.

Commissioner AuBuchon asked Mr. Bourne about the load ratings on the floor. Mr. Bourne replied that they are 125 lbs per square foot compared to 60 or 70 pounds for an office. Commissioner AuBuchon thought that this might be too light. Mr. Bourne replied that he had never heard of an incident in any storage facility that has structurally failed at that poundage. He was very comfortable with that level.

Commissioner AuBuchon asked about Commissioner Larsen’s previous question about the cost to the City of providing services to these facilities without receiving a tax stream. Director Krauss commented that a city that has zoning that was only designed to maximize revenues is not a city you’d want to live in. This type of facility helps to provide for a well-rounded community. These may not generate a lot of money, but they also don’t generate a lot of service demand. Commissioner AuBuchon stated that they need to be concerned about what the cost is going to be to the City and what the return would be. Mr. Bowler referred to Mr. Bourne’s suggestion from another city’s code that limited the total square footage of self-storage in a certain zone to a certain percentage.

Commissioner Ambalada thought that self-storage would pay for itself in other ways. She thought that this would be a good investment and would be good for business relations.
Acting Chair Wojack asked about night time after-hours lighting. Mr. Bourne stated that they generally have site lighting that stays on. He recommended that if they are concerned about lighting they should include requirements regarding this. Mr. Bowler added that they have off-site glare requirements already in the Design Guidelines.

Commissioner AuBuchon asked if Mr. Pontak had been invited. Mr. Bowler commented that he had invited Mr. Bourne for the same purpose. Mr. Bourne added that Mr. Pontak is a finance specialist and would not necessarily be able to add a lot to this discussion.

Commissioner Braithwaite responded to policy questions that staff had proposed:

- Regarding taxes, he asked if there was much difference on property tax revenue to other types of uses. Mr. Bourne explained that they are very highly valued once they are full so the city will end up with substantial property tax on new facilities because of the density.
- He stated that he was not comfortable with limiting the square footage in the city. He thought that economics would be a sufficient regulator.
- Regarding appearance, he liked the pictures showing articulation of façade. Mr. Bowler noted that in the Design Guidelines there is a requirement for a certain minimum percentage of façade that has to be transparent. They can adjust this percentage if desired. Under the current regulations it is limited to just ground floor, but they have changed it so that a certain percentage of the façade must be used on each floor.

Commissioner Braithwaite agreed with this as well as with articulation of the building so it does not look like a big box. Mr. Bowler noted that articulation is also included in the Design Guidelines. He pointed out that the City of Woodinville allows these in multi-family zones as a percentage of the floor area of a multi-family project. Another possibility is that they could be required to look more like residential than commercial facilities in multi-family zones. They could apply the multi-family guidelines to some of them.

Commissioner AuBuchon thought that they had already had a discussion about having storage in multi-family zones. He spoke in support of this. Staff indicated they would look into the subject.

Commissioner Ambalada stated that she would like to see a policy in mixed-use buildings that there could be mixed use in every floor, perhaps part of the floor for storage and part for office. She thought that this would be a big selling point. Mr. Bourne replied that bulk storage does occasionally happen in a mixed use kind of a function. He noted, however, with the bearing wall system the floor is subdivided in a 10-foot grid so you don't have big open expanses for warehouse-type functions. He brought up the subject of work lofts. The building he worked on next to the old Rainier Brewery is 9 stories high with half self-storage, half
work lofts, and a couple stories of parking inside. He commented that this has to be pre-planned into the facility because it would not just happen accidentally. Director Krauss stated that they would not necessarily be prohibiting this sort of development in the proposed code. The issue becomes more about cost for the developer since mixed-use developments have more stringent building code requirements. Mr. Bourne noted that some uses, such as retail, are not conducive to upper floors. Commissioner AuBuchon added that if they have too many businesses they would end up with parking issues. Mr. Bourne concurred and noted that parking becomes the driving factor with mixed use.

Councilmember Simmonds asked Mr. Bourne if there is a general formula for how many of these might survive with a given population base. Mr. Bourne replied that they have national and regional standards for density or per capita supply. Typically this runs anywhere from 5 to 10 feet of square foot of storage area per person in a three-mile ring. Councilmember Simmonds pointed out that in Seattle there are older facilities that have been reworked. If you started from scratch and built a new building, what else could the building be used for if the business failed? Mr. Bourne replied that these facilities are not convertible to much else, however, this use has become so engrained in our culture that he is confident that they will continue to store people’s goods well into the future. He pointed out that Public Storage has 2200 facilities in US, Canada and Europe. He added that if a property is shut down they can demo the buildings fairly easily. Councilmember Simmonds commented that the driving force behind these kinds of facilities is consumerism. He wondered how they would fare in a bad economy. Mr. Bourne reported that in any community that held its unemployment within a couple tenths of what it was, the facilities stayed strong. The only place in this region that they saw a serious drop in occupancy was in the Puyallup valley where there was a low population density and there were a lot of very large storage projects. There is not a direct correlation between bad economies and bad self-storage operations.

Commissioner AuBuchon commented on older buildings in Lynnwood that might be conducive to this type of development and suggested Manor Hardware. Director Krauss commented on the poor condition of this building. Councilmember Simmonds added that this is a historic building.

Acting Chair Wojack stated that he likes the idea of allowing some of these in a multi-family setting using the residential design guidelines. Mr. Bowler indicated he would contact the City of Woodinville for their experience with this.

Commissioners’ Comments

Commissioner Ambalada remarked that she enjoyed reading the handbook for how to be an effective commissioner. She asked about the possibility of having a joint meeting with the Planning Commission and the City Council on certain aspects of projects. She thought this would be a good idea, especially for the
topic of City Center. Planning Manager Garrett noted that the Planning Commission was welcome to show up at the Council Work Session on Monday night, but it’s not noticed as a joint session of the Planning Commission and Council. He commented that they have had joint meetings over the years. If that is an interest of the Planning Commission they can look into doing that. There was consensus of the Commission to pursue a possible joint City Council-Planning Commission Work Session on items of mutual concern.

Commissioner AuBuchon commented that staff has found itself in situations with the City Council where it would have been helpful to have a quorum of the Commission there. It might be helpful to have everyone in the room at the same time.

Commissioner Ambalada pointed out that as a planning commissioner, they don’t know each of the elected officials’ platforms and priorities. A joint meeting would help to facilitate communication.

Director Krauss commented that it has been common in the past for the Planning Commission to get together with the Council once a year or so to talk about joint concerns and policy directions. He thought that this would be very appropriate, but it is unlikely that it would happen for some period of time due to the Council’s heavy agenda.

Commissioner Ambalada argued that this is exactly the climate when this type of meeting is needed.

Acting Chair Wojack commented that planning commissioners are always welcome to go to the Council work sessions. He has gone to some work sessions, sat with staff, and been invited to provide his perspective. Commissioner AuBuchon expressed concern about one commissioner sitting with staff and attempting to represent the Planning Commission. He stated that the Planning Commission requires four individuals. Acting Chair Wojack stated that he did not speak for the Planning Commission. Director Krauss commented that when planning commissioners have participated it has just been to answer a question about what they remember. He agreed that they have to be careful not to represent that as a Planning Commission position. Acting Chair Wojack added that when he spoke he clarified that he was only sharing his personal views.

Commissioner Ambalada commented that although she is a commissioner, she also feels a responsibility to represent those who are not usually heard. She stated that the reason she brought up the subject is to make sure that their energy and toil contributes to the betterment of the city. She felt that coming together with elected officials at a Work Session would further this objective.
Director's Report (continued)

Planning Manager Garrett reviewed the upcoming meetings.

- **August 25** Cancelled
- **September 8** At the fire station public meeting room due to Lynnwood University. Continued Public Hearing on the City Center regulations.
- **September 22** At the fire station public meeting room due to Lynnwood University.

Planning Manager Garrett then gave an update on the Outdoor Business Activities Code Amendment (2011CAM009). Staff has put together some draft regulations following the concept discussion at the last meeting. He distributed the draft regulations and discussed new provisions including shipping containers, outdoor dining and play yards and playgrounds. The rest of the edits are clarifications and non-substantive edits. The proposal is to not allow shipping containers except as part of a temporary special event, when they are located on top of a truck trailer (LMC 21.18), and at construction sites. This would not be any change from what is already done. Outdoor dining would be allowed in any zone where a restaurant is an allowed use with some conditions. He asked for input about the outdoor seating capacity. Play yard or playground regulations have been clarified to allow these outdoors at a school or daycare facility, particularly with regard to City Center.

Adjournment

The meeting was adjourned at 9:20 p.m.

Michael Wojack, Acting Chair