

Upcoming City Council Agenda Items

**Tuesday
March 7, 2017**

7:00 p.m. – Regular Meeting

- Presentation of Police Department Annual Report
- Public Hearing on Ordinance 2325 amending fence code regulations
- Action to approve Interlocal Agreement with Snohomish County for animal control services
- Action authorizing City Manager to execute contract with Republic Services for Solid Waste Services

**Tuesday
March 21, 2017**

7:00 p.m. – Regular Meeting (Note: This meeting will be held at the Carnegie Building, 105 Cedar Avenue)

- Discussion on an advisory measure regarding retail marijuana
- Discussion on water supply and water rights
- Discussion of the 2016 year-end financial review
- Discussion reviewing Council meeting alternative layout at Carnegie Building

The agendas list above is partial and tentative. For further information, click here for the City website: <http://www.snohomishwa.gov/AgendaCenter/City-Council-Agendas-1>

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Request for Proposals Posted

The City has posted two new Request for Proposals. One is for a communications specialist and the other is for an economic development specialist. These opportunities are to fill the vacancy created upon the appointment of Debbie Emge to Finance Director in December 2016. The City is seeking contract positions at this time in lieu of regular staff positions, in order to maintain flexibility during the transition time to the Mayor-Council form of government, which will officially occur in November 2017.

Additional details including the scope of work for each opportunity can be found on the City's website at <http://www.snohomishwa.gov/105/RFPs>. Proposals are due by 4:00 p.m. on March 15, 2017. It is anticipated that the selected applicant's contracts will be scheduled for action by City Council at the April 4, 2017 Council meeting.

Convenience Fee Removed for Online Utility Bill Payments

Utility customers are now encouraged to pay their utility bill online using a debit or credit card or from their bank account via e-check. Effective January 15, 2017, the \$6.95 convenience fee was removed so now there is **NO FEE** to the customer to utilize this convenient service. To pay your bill online, please have your billing account number and amount due available and then visit:

<http://snohomishwa.gov/156/Pay-Your-Utility-Bill-Online>

If you have any question please contact us at 360-568-3115 or at utilitybilling@snohomishwa.gov.

Weekly Newsletter

Fence Rules Public Hearing

The City Council will hold a public hearing at 7:00 p.m. on Tuesday, March 7, to consider an ordinance to change the rules for fences.

Last October, a resident appeared before the City Council requesting a change in the fence code so she could build a fence around her front yard. The Council directed staff to investigate and, if necessary, draft rule changes. The issue is whether the code's intent is to prohibit the resident, who owns a townhouse, from building a fence around her front yard and partially in the right-of-way. While the code generally allows this, because of the way it is written this particular resident is not able to build a fence in the right-of-way.

The proposed ordinance would change the rules to allow the above resident, and others in the same situation, to build a fence in the right-of-way if certain conditions are met. The ordinance also creates a two-tier permit system for retaining walls so the permitting process for walls less than two feet high is streamlined and simplified. Other changes are intended to make the code clearer and easier to administer.

At its February 1 meeting, the Planning Commission held a public hearing and recommended the City Council approve the ordinance.

To read more about the proposed fence regulation amendments go to <http://snohomishwa.gov/176/Codes-Standards>.

Vacation Rental Code Interpretation Issued

Because the Snohomish Municipal Code (SMC) did not anticipate the popularity of *Airbnb*, there has been confusion regarding the processing of a recent application for a Bed & Breakfast (B&B). As a result, the Planning Director has issued a code interpretation as provided for by SMC 14.207.060.

The City has had regulations for B & B establishments since 1983. Those regulations require a Conditional Use Permit (CUP) if the B&B is located in a single family residential area. Obtaining a CUP, includes a public hearing before the City's Hearing Examiner, so the process is not simple. The application fee for a CUP is \$3,000 plus a \$3,000 deposit to cover the Hearing Examiner fee.

The purpose of the code interpretation is to make clear that an *Airbnb* is not the same as a B&B and thus doesn't require a CUP. The interpretation creates a land use called "Vacation Rental" or "Short Term Rental" (they mean the same thing and include *Airbnb*) which is not a B&B. The main difference between the two is while a B&B can have up to four rooms for rent, Vacation Rentals can either rent out an entire house to up to five people or rent a maximum of one room to three people. Vacation Rentals are a permitted use in any dwelling unit and do not require any permits from the City. Rooms at Vacation Rentals can only be rented on a daily or weekly basis for no more than 30 days.

To download the complete code interpretation go to <http://snohomishwa.gov/DocumentCenter/View/3358>. If you want to comment on the interpretation, please contact Glen Pickus, Planning Director, at pickus@snohomishwa.gov or 360-282-3173.

Any aggrieved party to this interpretation may appeal the decision to the Hearing Examiner following procedures outlined in SMC 14.75. Appeals include a \$500 filing fee and must be submitted by March 17, 2017.

Weekly Newsletter

Pedestrian Crossing Improvements and Sidewalk Repairs



Every year, the City receives requests for pedestrian crossing improvements and sidewalk repairs. The City has constructed bulb-outs, traffic signal improvements and added additional lighting to improve crosswalks. In response to damaged sidewalk areas, the City Street Department will grind down the sidewalk when possible to remove possible tripping hazards. Other than City staff time and equipment, there is no cost when the City Street Department can effectively grind the sidewalk. Damaged sidewalk has been removed and replaced with asphalt in some areas. The City has also partnered with the Snohomish School District (SSD) and property owners to remove and repair sidewalks.

During the 2017 Budget process, the City Council approved \$60,000 for the Pedestrian Network Improvement project in the Capital Improvement Plan. The Pedestrian Network Improvement project was developed to implement pedestrian crossing improvements and sidewalk repairs. The Pedestrian Crossings and Sidewalk Repairs table is a list of pedestrian crossing improvements and sidewalk repairs. Most of the proposed pedestrian crossing improvements are located near schools where there is high pedestrian volumes.

Unfortunately, not all of the crosswalk improvements and sidewalk repairs identified can be completed at one time due to cost. The Pedestrian Network Improvement project budget will be able fund a few of the identified projects each year (see next page for a schedule of repairs). The City has discussed crosswalk improvements with the SSD. The SSD indicated that the Pine Avenue crosswalk at Emerson Street near the Emerson Elementary School is a priority. A Rapid Rectangular Flashing Beacon (RRFB) will be installed at this crosswalk in the summer of 2017. The RRFB is a LED rapid-flash system that is activated by the pedestrian by a push button (see picture above). The flashing amber lights will indicate that a pedestrian is at the crosswalk. The SSD will partner with the City on this crosswalk improvement. In 2017, sidewalk areas will be repaired on Second Street, Avenue B and Avenue E.

The cost of the 2017 projects is approximately \$55,030. This will be funded by the 2017 Capital Improvement Plan budget which includes the \$60,000 identified for the Pedestrian Network Improvement project.

If you have any questions or comments about this upcoming project, please write: City of Snohomish, Attn: Yoshihiro Monzaki, 116 Union Avenue, Snohomish, WA, 98290, email: monzaki@snohomishwa.gov or call 360-282-3161.

2017 Calendar:

Planning Commission

Wednesday, March 1
Regular Meeting – 6:00 p.m.
George Gilbertson Boardroom
1601 Avenue D

City Council

Tuesday, March 7
Regular Meeting – 7:00 p.m.
George Gilbertson Boardroom
1601 Avenue D

Design Review Board

Wednesday, March 8
Regular Meeting – 6:00 pm
City Hall Conference Room
116 Union Avenue

March 1, 2017

www.snohomishwa.gov

City of Snohomish Pedestrian Crossings and Sidewalk Repairs				
Schedule	Location	Improvements	Cost	Comments
Completed Projects	Emerson Elementary School (1163 Pine Avenue)	Sidewalk Bulb-Outs (Pine Avenue/Emerson Street)	\$30,000	Completed in 2009.
	Snohomish High School (1316 Fifth Street)	Seventh Street Crosswalk Speed Table (west of Avenue D)	-	Included in High School improvements (2009)
	Snohomish High School (1316 Fifth Street)	Sixth Street/Avenue D Crosswalk Bulb-Outs	\$15,000	Extruded curb bulb-outs completed in 2015.
	Central Elementary School (221 Union Avenue)	Sidewalk (east side of Union Avenue)	\$4,600	Repairs completed in 2016. Planned with School District
2017	Grinding Program	Sidewalk	\$10,000	Contractor to grind various areas (to be determined).
	1205 Second Street	Sidewalk	-	Grind and patch. City Street Division to repair.
	Emerson Elementary School (1163 Pine Avenue)	Pine Avenue Crosswalk Rapid Rectangular Flashing Beacon (RRFB) Signal at Emerson Street	\$20,000	No. 1 priority for School District. City Street Division to install RRFB.
	516 - 522 Avenue B	Sidewalk	\$15,990	Replace 115-feet of sidewalk. Match stairs and hill slope. Regrade. Abandon water valves (2).
	429 Avenue E	Sidewalk	\$9,040	Replace 65-feet of sidewalk. Reconstruct ADA ramp landing.
	Emerson Elementary School (1163 Pine Avenue)	Sidewalk (east side of Pine Avenue)	-	Gap
	Cascade View Elementary School (2401 Park Avenue)	Crosswalk RRFB Signal	-	-
	Cascade View Elementary School (2401 Park Avenue)	Sidewalk (east side of Park Avenue)	-	Gap
	Central Elementary School (221 Union Avenue)	Crosswalk RRFB Signal	-	-
	Snohomish High School (1316 Fifth Street)	Avenue D Crosswalk RRFB Signal at Sixth Street	-	-
FUTURE PROJECTS	Snohomish High School (1316 Fifth Street)	Fifth Street/Avenue E Crosswalk Bulb-Outs	-	Extruded curb bulb-outs. High crown at centerline.
	Snohomish High School (1316 Fifth Street)	Fifth Street Crosswalk RRFB Signal at Avenue E	-	-
	330 Avenue B	Sidewalk	-	Replace 50-feet of sidewalk. Remove/replace two trees. Arborist. Surface restoration. Research side sewer.
	422 - 430 Avenue B	Sidewalk	-	Replace 85-feet of sidewalk. Remove/replace five trees. Arborist. Surface restoration.
	227 Avenue E	Sidewalk	-	Replace 30-feet of sidewalk.
	303 - 311 Lincoln Avenue	Sidewalk	-	Replace 105-feet of sidewalk. Regrade sidewalk and gravel shoulder (11-feet wide). Driveway section at 303 Lincoln Avenue.
	406 Avenue I	Sidewalk	-	Replace 65-feet of sidewalk. Remove/replace two trees on private property (coordinate with property owner). Arborist. Surface restoration.
	Second Street/Avenue J	Crosswalk	-	Associated with Capital Improvement Plan project.
	Maple Avenue/Sixth Street	Crosswalk	-	Associated with Capital Improvement Plan project.
	Maple Avenue/Pine Avenue	Crosswalk	-	Associated with Capital Improvement Plan project.
	Bickford Avenue/Weaver Road	Crosswalk	-	Associated with Capital Improvement Plan project.
	Pine Avenue (Third Street to Fourth Street)	Sidewalk (west side)	-	Replace 315-feet of sidewalk. Replace water meter boxes.
	102x First Street	Sidewalk	-	-
	Avenue D (First Street to Tenth Street)	Sidewalk (east side)	-	-
Pine Avenue (Ninth Street to Maple Avenue)	Sidewalk (west side)	-	-	

2017 Community Spring Clean-up

On March 18 from 9:00 a.m. to noon, the City of Snohomish Parks Department will be hosting the 13th annual Parks and Trails Community Spring Clean-up Volunteer Event. This event is held every spring to get City parks, the historic downtown area, and the community ready for spring and prepare for the Easter Parade, which will be held this year on Saturday, April 15 at 11:00 a.m. along First Street.

The areas where the City will be focusing most of its volunteer efforts are the Centennial Trail, from First Street to the Maple and Pine intersection, all local Snohomish schools, and the historic downtown area where the Easter Parade will be held.

Come join us for a fun morning working with your fellow community members in an effort to clean-up and support your City of Snohomish Parks Department and Snohomish Schools. Last year, we were fortunate to have over 450 volunteers equaling 1600 community service hours! In addition, this event qualifies as community service hours for high school seniors.

If you would like to pre-register for the event or if you have any questions about the event, please contact Mike Johnson at johnsonm@snohomishwa.gov or Joe Hopper at hopper@snohomishwa.gov or call the City Shop at 360-568-7070. Day of the event sign-ups will be held on March 18 in the Hal Moe Pool parking lot starting at 8:30 a.m. Hope to see you all there!

Highlighted Land Use Applications in Process

Barb's Licensing, 512 Second Street

File #03-17-ADP

Administrative Development Plan application for replacement of existing mobile office. Pending complete application determination. Public comment period to follow complete application determination, under separate notice. More information: Brooke Eidem, Associate Planner, 360-282-3167, eidem@snohomishwa.gov.

Adams Manor, 1012 Fourth Street

File #02-17-CUP

Conditional Use Permit application for Bed & Breakfast. Pending Hearing Examiner's Decision. Public hearing was held on March 1, 2017. Details on this proposal can be found here: <http://www.snohomishwa.gov/442/Stay-Informed>.

Fence Regulations Code Amendment

File #01-17-SEPA

Notice of Proposed Amendment and SEPA Threshold Determination was issued January 13, 2017. The Planning Commission held a public hearing on February 1, 2017 and recommended City Council approval of the amendments. The City Council will hold its public hearing to consider the proposed code amendment 7:00 p.m. Tuesday, March 7, 2017, in the George Gilbertson Boardroom, 1601 Avenue D (please note location change from previous newsletters). Draft regulations may be viewed at <http://snohomishwa.gov/176/Codes-Standards>. More information: Glen Pickus, Planning Director, 360-282-3173, pickus@snohomishwa.gov.

Upcoming Public Hearing

7:00 p.m. Tuesday, March 7,
Fence Regulations Code
Amendment; City Council

Riverview South Preliminary Plat

File #16-16-PP

14-lot Planned Residential Development at 502 Ludwig Road (tax parcel 28051300202400, formerly addressed as 2210 Second Street). Currently under review. A SEPA Determination of Non-Significance will be published on March 2, 2017. The Riverview South Preliminary Plat will be decided by the City's Hearing Examiner after holding a public hearing (date to be determined). Details on this proposal can be found here: <http://www.snohomishwa.gov/442/Stay-Informed>.

For a complete list of all land use and development projects currently in review, please visit the City's website. <http://www.snohomishwa.gov/179/Development-Projects>