



CITY OF SNOHOMISH

116 UNION AVENUE · SNOHOMISH, WASHINGTON 98290 · (360) 568-3115 · WWW.SNOHOMISHWA.GOV

SITE DEVELOPMENT PLAN DECISION

FROM THE OFFICE OF THE PLANNING DIRECTOR FOR THE CITY OF SNOHOMISH

In the Matter of the Application of)	
120 Willow Tiny House Hotel)	FINDINGS, CONCLUSIONS AND DECISION
For Approval of a Site Development Plan)	

Project File Number: 01-19-SDP **Project Name:** Tiny House Hotel

PROPONENT/CONTACT:

Jeff Fransen
Pier 70, 2801 Alaska Way, Suite 107
Seattle, WA 98121
(206) 374-0414

Location: 120 Willow Avenue (parcel #00579401600400)

Land Use Designation: Mixed Use (MU)

Application Complete: March 19, 2019

A. SUMMARY OF DECISION

The application is for a Site Development Plan (a Type 3 permit) for approval of an eight-unit motel development. The proposed project is for nine individual “tiny house” structures, of which one will serve as a full-time office. Site improvements include utilities, landscaping, and parking for nine vehicles, in addition to frontage improvements on Pearl Street and Willow Avenue. The Planning Director is the decision-making authority for Type 3 permits. The Site Development Plan is **APPROVED**, subject to conditions.

B. SUMMARY OF RECORD

Request:

Jeff Fransen on behalf of Willow 120 LLC (Applicant), requested approval of a Site Development Plan (SDP) to develop an eight-unit motel. The property is located in the Mixed Use (MU) land use designation area. The applicant is proposing to construct nine individual “tiny house” structures on the site, in addition to utility improvements, landscaping, a surface parking area for nine vehicles, and frontage improvements. The site and buildings will be used as an eight-unit motel with a full-time office.

Exhibits:

This decision was based on review of the following records:

Exhibit #	Record Name/Description	Date
1	Application forms: SDP and Land Use	2/12/19
2	Applicant Narrative	2/12/19
3	Title Subdivision Guarantee, Stewart Title Guarantee Company	2/12/19
4	Site Development Plans	10/9/19
5	Stormwater Drainage Report, Blueline	4/22/19
6	Geotechnical Engineering Report and Addendum Letter for Updated Plan, Associated Earth Sciences, Inc.	2/12/19, 8/27/19
7	Critical Areas Determination, Wetland Resources	2/21/19
8	Traffic Impact Analysis, Gibson Traffic Consultants, Inc.	2/12/19
9	Conceptual Elevation, Floor plan, exterior details	4/15/19
10	Visual Buffer Standard Deviation Request	10/9/19
11	Declaration of Adjacent Property Owners List with map and spreadsheet	3/5/19
12	Complete Application Letter	4/19/19
13	Notice of Application including declarations of posting and distribution, mailing labels, and Everett Herald affidavit of publication	4/2/19
14	Draft Restrictive Covenant	4/22/19
15	Landscape Plan Determination	10/2/19
16	Landscape Buffer Agreement with Lee Bayle	3/3/20
17	Determination of Concurrency	3/19/20
18	Design Review Analysis	3/19/20
19	Comment from Paul Butler	4/8/19
20	Comment from Kelly Holderman and staff response	4/10/19
21	Comment from David & Kim Lineberger	4/10/19
22	Comment from Tony Vega and staff response	4/12/19, 4/15/19
23	Comment from Robert S. Kvithammer	4/15/19
24	Comment from Henry Stecker	4/16/19
25	Comment from Susan Mihora-Scholl	4/16/19
26	Comment from Dennis Armstrong	4/17/19
27	Comment from S.S. Eby and staff response	4/17/19, 4/18/19
28	Comment from Marie Ronco	4/26/19
29	Comment from Marta Gronlund	2/10/20
30	Summary of Public Comments	n.d.
31	Review memorandum from Andrew Sics, Project Engineer	11/26/19
32	Review memorandum from Sharon Pettit, Building Official	3/31/20

General Property Information (existing conditions):

Property Information	
The site is a 0.18-acre (7,682 square foot) parcel addressed as 120 Willow Avenue in Snohomish, WA (Snohomish County Assessor’s tax parcel 00579401600400) located in the southwest quarter of Section 18, Township 28 North, Range 06 East, WM.	
Site Photo (facing north from Willow/Pearl)	Aerial Image
	
Existing Land Use	
Subject Site	Undeveloped; one outbuilding
Property to North	Commercial
Property to South	Multi-family residential (across Pearl St)
Property to East	Single-family residential (across Willow Ave)
Property to West	Single-family residential
Comprehensive Plan and Zoning Map Designation	
Subject Site	Mixed Use
Property to North	Mixed Use
Property to South	Historic Business District (across Pearl St)
Property to East	High Density Residential (across Willow Ave)
Property to West	Mixed Use
Existing Vegetation	
Scattered lawn.	
Existing Topography	
The site is flat.	
Critical areas	
There are no known critical areas on site. (Exhibit 7)	

C. FINDINGS OF FACT & ANALYSIS

Based on the records above, the adopted ordinances of the City of Snohomish, and other information on file with the City, the City Planning Director enters the following Findings and Conclusions.

1. Requested action and project description	
The requested action is approval of a Site Development Plan (SDP) to allow an eight-unit motel development with a full-time office. The proposed project is for nine individual “tiny house” structures on a 0.18-acre site. Site improvements including utilities, landscaping, and parking for nine vehicles, in addition to frontage improvements on Pearl Street and Willow Avenue. The site is designated Mixed Use (MU) in the Comprehensive Plan and for the purposes of land use regulation.	
2. Public Notice and Comment	
The application was determined to be complete on March 19, 2019, and is vested to development regulations in effect at that time. Notice of the application was issued in accordance with City codes on April 2, 2019 by posting the site, publication in the Daily Herald (Everett), and mailing to owners of property within 300 feet of the site boundaries. Several public comments were received, which are addressed in Exhibit 29. (Exhibits 12, 13, and 19-30)	
3. SEPA Review	
The Planning Director, acting as the City SEPA Responsible Official, determined the application is categorically exempt from SEPA review pursuant to the minor new construction thresholds of WAC 197-11-800(1).	
4. Design Review	
The proposal is subject to administrative design review under SMC 14.230.040. The applicable design standards are contained in the adopted Design Standards and Guidelines (Outside the Historic District), 2004. The buildings will undergo a separate design review analysis during building permit review. The site layout and design were reviewed for consistency with applicable design standards. With conditions, the site is consistent with adopted standards. (Exhibits 4 and 18)	
5. Utilities	
5.1	Adequate water service is available to serve the site from an existing six-inch main in Willow Avenue. A two-inch service line will lead into the site and will serve each unit individually. (Exhibits 4 and 31)
5.2	Adequate sewer capacity is available in the area to provide sanitary sewer service to the site. An existing eight-inch sewer main runs within Willow Avenue. A six-inch side sewer will lead from the main into the site. (Exhibits 4 and 31)
5.3	Stormwater improvements and erosion control measures must meet the minimum requirements of the 2012 Department of Ecology Stormwater Manual for Western Washington (DOE Manual). The site will generate less than 5,000 square feet of pollution-generating hard surfaces and therefore does not have to provide treatment on site. Catch basins and a conveyance system are proposed to collect runoff and convey it to the existing City stormwater main in Willow Avenue. The City Engineer has determined the proposal meets all minimum requirements. (Exhibits 4, 5, and 31)
6. Access, Frontage Improvements, Traffic Impacts, Transportation	
6.1	The proposed development will maintain ingress and egress via an existing driveway on Willow Avenue, which will be reconstructed to City standards. The site frontage on Willow Avenue and Pearl Street will be improved with a new curb, gutter, sidewalk, and planter strip. (Exhibits 4 and 31)
6.2	The applicant proposes to construct frontage improvements along Willow Avenue and Pearl Street. Two new ADA ramps will be constructed at the corner of the intersection within the property frontage. Pedestrian access to the site is proposed from a point on each street. The City Engineer has determined that the proposal is consistent with applicable standards. (Exhibits 4 and 31)

<p>6.3 Traffic impact fees of \$1,603 per new PM peak hour trip will be required to mitigate city-wide transportation system impacts for the new development. A Traffic Impact Analysis (Exhibit 8) was prepared for the project and determined the project will result in three trips during the PM peak hour. The City Engineer has determined that with payment of traffic impact fees, the concurrency requirements of SMC 14.295.100 will be met and the level of service will not decline below adopted standards for any transportation facility. (Exhibits 8, 17, and 31)</p>	
<p>6.4 Community Transit Routes 270 and 271 provide transit service adjacent to the project site. Two bus stops (#243 and #3131) are located within 1/3-mile of the site, at the intersections of Second Street and Maple Avenue and Second Street and Glen Avenue, according to the Community Transit website (www.communitytransit.org).</p>	
<p>7. Consistency with Comprehensive Plan</p>	
<p>The City of Snohomish Comprehensive Plan designation of the subject property is Mixed Use. Staff has determined that the proposal complies with all relevant Comprehensive Plan goals and policies. Comprehensive Plan goals and policies with particular relevance to the proposal are included as Attachment A.</p>	
<p>8. Consistency with Snohomish Municipal Code (SMC)</p>	
<p>Applications for Site Development Plans are subject to the specific criteria of SMC 14.65.020A, in addition to development regulations of Title 14.</p>	
Criteria	Analysis
<p>8.1 SMC 14.65.020A <i>1. Adequate streets, sidewalks, transit stops, open spaces, parks, schools, water, sewer, and stormwater facilities shall be available to the proposed development.</i></p>	<p>Adequate streets, open space, recreational, and utilities are available to serve the proposed use. A transit stop is available within 1/3-mile of the site, according to the Community Transit website. Sidewalks will be constructed along the property frontage. The site will be connected to the City's water and sanitary sewer. Stormwater facilities will be provided in accordance with Department of Ecology standards, as adopted by the City of Snohomish. (Exhibits 2, 4, 5, and 31)</p>
<p><i>2. The design and appearance of the structure shall be compatible with applicable design standards and guidelines.</i></p>	<p>The design and appearance of the structures will be reviewed for consistency with adopted standards during building permit review. The applicant provided conceptual elevations and architectural character samples to illustrate compatibility with the community context. (Exhibit 9)</p>
<p><i>3. The development shall be consistent with the Comprehensive Plan.</i></p>	<p>Applicable Comprehensive Plan goals and policies are provided as Attachment A to this staff report. Staff has determined that the proposal complies with all relevant Comprehensive Plan goals and policies.</p>
<p><i>4. The development shall mitigate any significant adverse environmental impacts.</i></p>	<p>The project is categorically exempt from SEPA pursuant to WAC 197-11-800(1). City development regulations are up to date and incorporate best available science. As such, adverse environmental impacts are mitigated through application of relevant code requirements.</p>

<p>5. <i>Concurrency requirements shall be complied with.</i></p>	<p>The City Engineer has determined the proposal will comply with concurrency requirements, and level of service for intersections will not be reduced below adopted levels as a result of the proposed development. (Exhibits 17 and 31)</p>
<p>6. <i>The development shall be consistent with the health, safety, and general welfare.</i></p>	<p>The Building Official has reviewed the proposal and determined that with a condition that future structures comply with adopted building codes, the project will protect the health, safety, and general welfare of the community. (Exhibit 32)</p>
<p>Criteria</p>	<p>Analysis</p>
<p>8.2 Chapter 14.205 SMC, Permitted Land Uses</p>	<p>The purpose of the Mixed Use (MU) designation is “to encourage infill of under-utilized lots and reduce auto work and shopping trips. Mixed Use areas will encourage a mix of single- and multi-family residential, commercial, and light industry uses in the same area, on the same site, and in the same structure”. The subject property is a vacant lot located in an area with a range of uses. Hotels/motels are allowed in the Mixed Use zone. Hotels/motels are a commercial use and therefore density limits do not apply. However, if the proposal was for residential development then only three units would be allowed. A condition of approval will require a restrictive covenant that prohibits conversion to residential use. The covenant will run with the land and must be recorded with the Snohomish County Auditor’s Office. The covenant could be removed if the site is redeveloped as a residential use that complies with all residential requirements in affect at that time, including not exceeding density limitations. (Exhibit 14)</p>
<p>8.3 Chapter 14.210 SMC, Dimensional and Other Requirements</p>	<p>The MU designation allows zero-foot setbacks and a 35-foot height limit. Structural setbacks are met; building height will be evaluated during building permit review. Open space is required to comprise 15% of the site, with 5% landscaped. The applicant is proposing to landscape a total of 1,282 square feet; 16.6% of the overall site. (Exhibits 2 and 4)</p>

<p>8.4 Chapter 14.235 SMC, Off-Street Parking, Loading, and Access Requirements</p>	<p>The City's parking regulations require one parking stall per room for hotel/motel uses, plus an additional parking stall for associated uses. The proposed office area requires one parking stall for every 200 square feet of gross floor area. The proposed office unit measures less than 200 square feet. Therefore, a minimum of one stall is required for the office, in addition to eight stalls required for the motel units. Nine parking stalls are proposed. Parking stall dimensions, aisle width and maneuvering space are consistent with City regulations. (Exhibits 2 and 4)</p>
<p>8.5 Chapter 14.240 SMC, Landscaping, Screening, Fencing, and Retaining Walls</p>	<p>Projects that include frontage improvements are required to provide street trees. Street trees are proposed within the new planter strip on both Willow Avenue and Pearl Street.</p> <p>Perimeter landscaping is required to provide visual separation between incompatible uses. SMC 14.240.010F allows consideration of an alternative landscape plan, if the proposal complies with the intent of the code. A reduction in the perimeter landscaping width was requested by the applicant and approved by the Planning Director for the west side, with conditions as requested by the adjacent property owner. (Exhibits 4, 10, 15 and 16)</p>

D. CONCLUSIONS

Jurisdiction		
Pursuant to SMC 14.20.020, the City Planning Director is the decision-making authority for Site Development Plan applications (Type 3 Permit).		
Conclusions Based on Findings		
#	Conclusion	Finding Reference
1.	Adequate infrastructure is available to serve the development. Adequate parking and vehicle circulation is provided. The development is served by existing Community Transit facilities. The development will be served by water and sewer infrastructure. Stormwater facilities will be provided in accordance with Department of Ecology standards, as adopted by the City of Snohomish.	5.1-5.3, 6.1-6.4, 8.1
2.	Landscaping and natural open space is incorporated into the development.	8.5
3.	The development will be consistent with the Comprehensive Plan. The commercial use will not convert to a residential use without redevelopment of the site. The project is consistent with all applicable Design Standards and Guidelines. Utilities are present at the site with adequate capacity to serve the proposed development. The proposal does not cause levels of service for City services to drop below the adopted standards. The site meets the applicable dimensional standards.	4, 5.1-5.3, 6.2, 6.3, 7, 8.1-8.3
4.	The development will not create significant adverse environmental impacts.	3, 8.1

5.	With conditions of approval, the development will comply with the City's concurrency requirements. The traffic impacts of the development on City intersections will be mitigated concurrent with the development.	6.3, 8.1
6.	<p>With conditions of approval, the development will protect the public's health, safety, and general welfare. Adequate on-site parking is provided. Adequate pedestrian facilities are present along the street frontage. The site will be landscaped. Conformance to recommendations of professional studies will ensure that the project addresses stormwater management as required and soil stability for walls and other structures.</p> <p>The development must comply with applicable land use, environmental, and building regulations, as well as the City of Snohomish Public Works Department Design and Construction Standards. The engineering standards will ensure all improvements and infrastructure are designed and constructed in an appropriate manner. Compliance with the International Building Code and the City's engineering standards will ensure the drainage systems and structures are structurally sound.</p>	4, 6.2, 8.1, 8.3, 8.4, 8.5

E. DECISION

Based on the preceding Findings and Conclusions, the application for a Site Development Plan to allow an eight-unit motel development comprised of nine individual "tiny house" structures is **APPROVED**, subject to the following conditions:

1. Prior to issuance of a site civil permit, a restrictive covenant in a form approved by the City shall be recorded with the Snohomish County Auditor's Office that prohibits future conversion of the site to residential use unless the site is redeveloped to meet development regulations in affect at the time of redevelopment.
2. The structures on the site shall be placed on permanent foundations and shall not be on wheels.
3. The development shall comply with the codes as adopted under Chapter 19.04 SMC.
4. Landscaping on site shall be consistent with the proposed landscape plan, the applicant's landscaping deviation request, and the landscape buffer agreement with the property owner at 508 Pearl Street.
5. Prior to issuance of a site civil permit, a fire flow analysis of the existing and constructed water system shall be submitted. Where the required fire flow for development exceeds that available in the City's water system, or as identified in the City of Snohomish Water Comprehensive Plan, the City of Snohomish Department of Public Works may impose additional requirements in addition to an approved automatic fire sprinkler system.
6. Traffic impact mitigation fees shall be remitted prior to issuance of a building permit for the generation of three P.M. Peak Hour Trips. The rate charged shall be the rate in place at the time of building permit issuance. The current rate is \$1,603.00 per P.M. Peak Hour Trip for a total fee of \$4,809.00. However, the total fee may change if the rate changes before a building permit is issued for this project.
7. All development shall be consistent with the project narrative, plans, and recommendations of the professional studies and reports submitted with the application,

as approved the City, including but not limited to the geotechnical and stormwater drainage reports.

DECIDED this 6th day of April, 2020



Glen Pickus, AICP
Planning Director

F. EXPIRATION

This land use approval is issued in accordance with the permit validity limitations of SMC 14.20.120. The work authorized by this permit shall be commenced and substantial progress completed within two years of the date of this decision. Construction shall be completed within five years of the date of this decision.

G. APPEALS

This decision is made pursuant to the authority granted to the Planning Director in accordance with SMC 14.20.020D. A City department, other party of record, or agency with jurisdiction may appeal the Planning Director's decision to the City Hearing Examiner following the procedures contained in Chapter 14.20 SMC. If no timely appeal is filed, then the Planning Director's decision shall be final. Appeals shall be filed with the City Clerk within 14 days from the date of this decision. Appeals may be filed between the hours of 8:00 a.m. and 4:00 p.m. Monday through Friday, excluding holidays, at City Hall, 116 Union Avenue. Appeals shall include a filing fee of \$500 (five hundred dollars).

Appendix A

Comprehensive Plan Applicable Goals and Policies

- LU 6: Develop thriving commercial areas that are safe, attractive, and convenient.**
- CO 6.1: Commercial capacity.** Designate adequate mixed-use areas to provide for a variety of commercial activities with differing characteristics and emphases as described below:
- a. **Commercial.** Concentrations of retail and service uses in neighborhood and community shopping centers or commercial corridors along arterials. Such commercial areas should provide a wide range of convenience, general merchandise, and specialty goods and services and may incorporate multi-family development to create vibrant centers.
 - b. **Neighborhood Business.** Small-scale convenience retail and personal and professional service uses, either stand-alone or in small groups, compatibly located in residential areas. Uses are intended to primarily serve the daily needs of the immediate community and should be located and designed for pedestrian orientation and to preserve neighborhood character.
- CO 6.7: Commercial design.** All new commercial development should be designed to be compatible with the character of the neighborhood and immediate context of the site and consistent with applicable design standards.
- CO 6.8: Mixed Use designations.** Amend the Land Use Designation Map to re-designate remaining Mixed Use designations consistent with the existing use and context of the properties.
- ED 1.5: Tourism.** Encourage businesses and civic activities that will promote Snohomish as a year-round tourist destination.
- TR 23: Development review.** Review all land use and development proposals for compliance with the Transportation Element.
- TR 24: Concurrency.** Prohibit development if the development causes the level of service on transportation facility to decline below the standards adopted in this element, or ensure that funding is identified to implement improvements to increase capacity within six years of the development.
- CF 1.4: Maintain transportation LOS.** The City shall verify that transportation improvements are sufficient to maintain adopted level of service standards as development occurs.
- CF 2.11 Level of service.** Ensure that level of service (LOS) standards are maintained as growth occurs.
- a. **Transportation level of service.**
LOS E for the PM peak-hour for all intersections
 - b. **Sanitary Sewer**
No LOS identified. System improvements shall be in accordance with the current adopted General Sewer and Wastewater Facilities Plan and Combined Sewer Overflow Reduction Plan, and the City's National Pollutant Discharge Elimination System (NPDES) Permit.
 - c. **Stormwater**

No LOS identified. System improvements shall be in accordance with the current adopted Stormwater Management Plan and the City's National Pollutant Discharge Elimination System (NPDES) Permit.

d. **Potable Water**

No LOS identified. System improvements shall be in accordance with the current adopted Water System Plan.

e. **Fire Flows**

No LOS adopted. System improvements and development standards shall be in accordance with the International Fire Code, as adopted, which is based on the use and structure type.