



LYNNWOOD CITY COUNCIL Work Session

City Hall Council Chambers 19100 44th Ave W Lynnwood WA 98036

MONDAY, MARCH 2, 2026 6:00 PM

-
1. CALL TO ORDER
 2. ROLL CALL
 3. MAYOR COMMENTS
 4. COUNCIL COMMENTS
 5. COMMENTS AND QUESTIONS ON MEMO ITEMS
 6. WORK SESSION ITEMS
 - 6.A [Interlocal Agreement: Sewer Pump Station #12 Bypass to Mountlake Terrace](#) - *10 minutes*
Jared Bond, Public Works Director; Nick Stokes, Water and Sewer Utility Manager
 - 6.B [Lynnwood Public Facilities District](#) - *30 minutes*
Janet Pope, Executive Director of Lynnwood Public Facilities District
 - 6.C [Next Steps for the Hygiene Center](#) - *45 minutes*
Lynn Sordel, Interim Assistant City Administrator; Mayor George Hurst
 - 6.D [Discussion: Protecting Immigrant Safety, Constitutional Rights, and Community Trust](#) - *30 minutes*
Isabel Mata, Council Member
 7. NEW BUSINESS

ADJOURN

MEMOS FOR FUTURE ACTION

[Contract Supplement: 40th Ave W Water Tank Improvements](#) - *0 minutes*
Michael Whaley, Project Manager and David Mach, City Engineer

[Additional Construction Contract Authority: 40th Ave Water Tank Repairs](#) - *0 minutes*
Michael Whaley, Project Manager and David Mach, City Engineer

Memo for Future Action: Unified Development Code Miscellaneous Update 2 - 0
minutes

Zack Spencer, Planner; Karl Almgren AICP, Community Planning Manager

CITY COUNCIL 6.A

CITY OF LYNNWOOD CITY COUNCIL

TITLE: Interlocal Agreement: Sewer Pump Station #12 Bypass to Mountlake Terrace

DEPARTMENT CONTACT: Jared Bond, Public Works

SUMMARY:

The attached agreement establishes the terms of use for diverting sewer from Lynnwood Pump Station #12 into Mountlake Terrace's sewer system.

PRESENTER:

Jared Bond, Public Works Director; Nick Stokes, Water and Sewer Utility Manager

ESTIMATED TIME:

10

BACKGROUND:

Sewer Pump Station #12 is located at 7000 216th St SW, in the southwest corner of the City. While we have some redundancies built into the station, occasionally we need to take the station off-line for maintenance or emergencies. When that happens, we divert the sewer into Mountlake Terrace's sewer system. That bypass connection, and our collaborative partnership with Mountlake Terrace has existed since 1977.

The previous agreement between our two agencies was signed in 1982. The attached agreement updates the terms and conditions of this use.

Lynnwood Public Works would like to recognize, and extend our appreciation for Mountlake Terrace's continued support for this bypass. Regional inter-agency collaboration such as this is critical for efficiently operating a complex system. Our longstanding relationship is a strong one, and we hope to continue to find ways to assist each other well into the future.

SUGGESTED ACTION:

Authorize the Mayor to sign and execute an interlocal agreement with Mountlake Terrace allowing for sewer bypass at Lynnwood Sewer Pump Station #12.

PREVIOUS COUNCIL ACTIONS:

Previous agreement was adopted and executed on May 10th, 1982.

FUNDING:

Lynnwood will pay Mountlake Terrace \$5.22 per CCF (100 cubic feet, or 748 gallons) of sewer diverted into their system. Charges will only occur when diversions are made. All charges will be paid from the Sewer Utility (Fund 411).

This will no financial impact on the City's General Fund.

VISIONS AND PRIORITIES ALIGNMENT:

The City of Lynnwood (City) owns and operates a wastewater utility, which include gravity sewers, sewer force mains, lift stations and a Wastewater Treatment Plant (WWTP). This agreement allows us operate our utility without disruption to our customers in case of emergency or necessary maintenance.

DEPARTMENT ATTACHMENTS

Description:

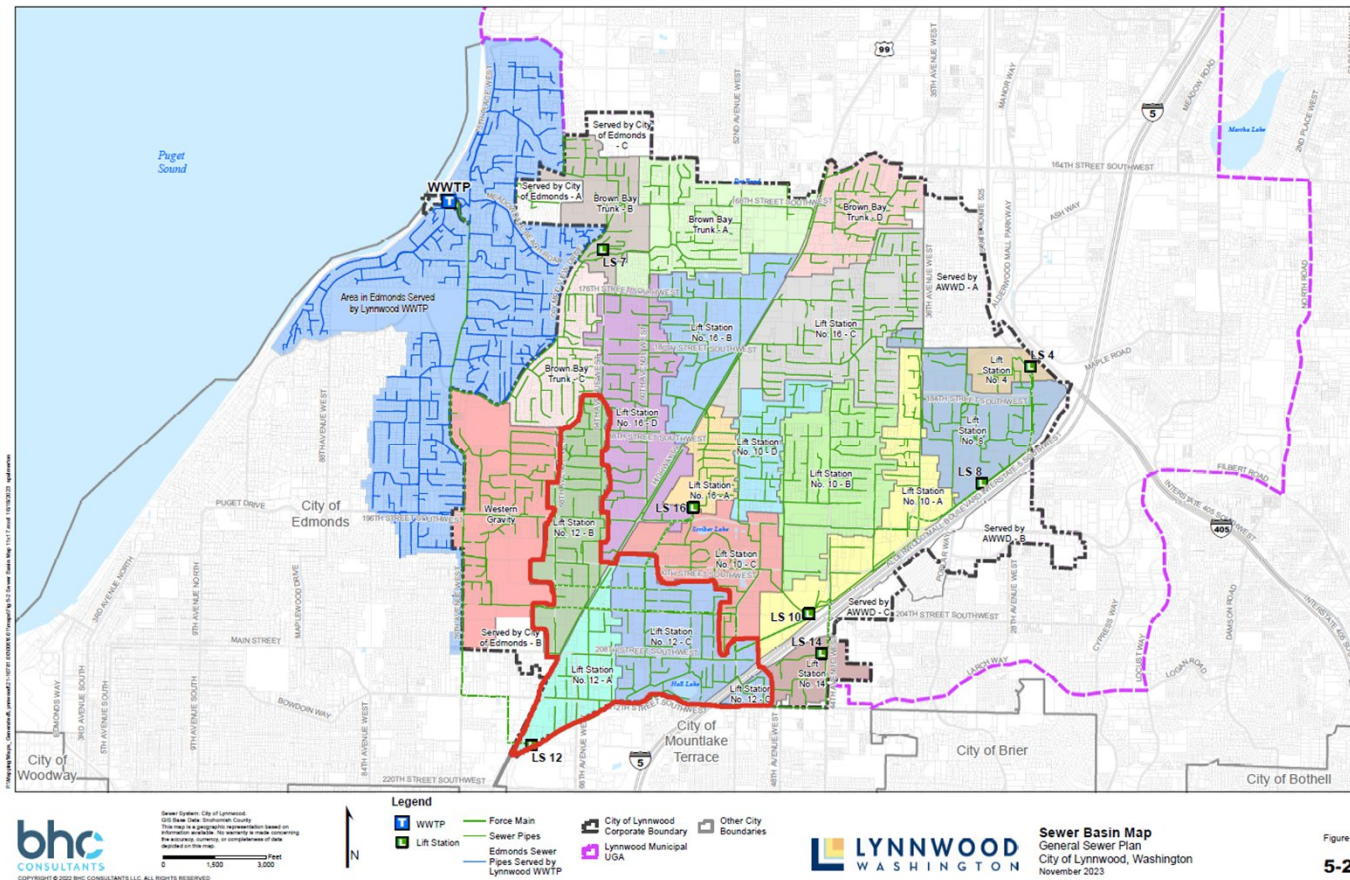
[Sewer Pump Station #12.pptx](#)

[ILA MLT - Lynnwood Sewer Overflow Connection.pdf](#)

Sewer Pump Station

#12

7000 216th St SW



Sewer Pump Station #12

7000 216th St SW



Sewer Pump Station #12

7000 216th St SW



**INTERLOCAL AGREEMENT BETWEEN THE CITY OF MOUNTLAKE
TERRACE AND CITY OF LYNNWOOD
FOR USE OF SEWER OVERFLOW CONNECTION**

THIS INTERLOCAL AGREEMENT ("Agreement") is entered into by the City of Mountlake Terrace ("Mountlake Terrace"), a Washington municipal corporation, and the City of Lynnwood ("Lynnwood") a Washington municipal corporation, individually a "Party" and collectively the "Parties".

WHEREAS, since 1977, Mountlake Terrace and Lynnwood have had an agreement providing for overflow from Lynnwood's lift station No. 12 located at 216th Street S.W., east of Highway 99, to the Mountlake Terrace gravity sewer line immediately southerly thereof; and

WHEREAS, sewer overflows from Lynnwood lift station No. 12 has resulted in certain costs for Mountlake Terrace, which costs have been subject to reimbursement pursuant to a sewer agreement between the Parties date May 10, 1982; and

WHEREAS, Lynnwood lift station No. 12 accepts sewer flow from residents outside of City of Lynnwood city limits in the area of 208th Street S.W. to 210th Street S.W., West of Highway 99 to approximately 72nd Avenue West, and sewer flow from that area has been contributing to overflow accepted by Mountlake Terrace's gravity sewer line immediately southerly from Lynnwood lift station No. 12; and

WHEREAS, Mountlake Terrace recognizes the need to continue to allow use of the overflow connection by Lynnwood for scheduled maintenance activities and in emergency situations; and

WHEREAS, the Parties have negotiated a new agreement to continue to provide the overflow connection for use by Lynnwood subject to the terms included herein; and

WHEREAS, Mountlake Terrace and Lynnwood have the authority to undertake joint and cooperative action pursuant to Chapter 39.34 RCW;

NOW, THEREFORE, in consideration of the following terms and conditions, the Parties agree as follows:

1. Purpose of Agreement.

The purpose of this Agreement is to provide the terms and conditions under which Mountlake Terrace will allow the use of the overflow connection between Lynnwood's lift station No. 12 and Mountlake Terrace's gravity sewer line immediately southerly thereof.

2. Termination of Existing Agreement.

That certain Sewer Agreement entered into on the 10th of May, 1982 by the Parties is hereby terminated and superseded by this Agreement.

3. Lynnwood Rights and Mountlake Terrace Obligations.

Lynnwood will have the right to use the overflow connection between Lynnwood's lift station No. 12 and Mountlake Terrace's gravity sewer line immediately southerly thereof. Mountlake Terrace will provide for Lynnwood's use of said overflow connection subject to performance by Lynnwood of its obligations.

4. Lynnwood Obligations.

- a. Lynnwood will limit the use of the overflow connection to emergency situations or scheduled maintenance activities and to provide sufficient pumping capacity of its own for all other sewage flows.
- b. Lynnwood will obtain prior approval from Mountlake Terrace prior to scheduled maintenance that would cause overflow for Lift Station No. 12 .
- c. Lynnwood staff will notify Mountlake Terrace and give as much notice as possible by email and under emergency situations, Lynnwood will notify Mountlake Terrace by phone.
- d. Lynnwood will use a Supervisory Control and Data Acquisition (SCADA) system to monitor sewage levels and conditions, enabling Lynnwood to manage sewer flows.
- e. Lynnwood will use its SCADA system to determine and report on sewer flows and provide monthly SCADA reports for overflow to Mountlake Terrace.

5. Sewer Overflow Charge Rate.

Lynnwood will pay \$5.22 per centum cubic feet (CCF) to Mountlake Terrace for all sewer being transferred from lift station 12 during bypass to Mountlake Terrace ("Sewer Overflow Charge Rate". Lynnwood agrees to report these overflows to Mountlake Terrace.

6. Reimbursement for Mountlake Terrace's Additional Costs.

Lynnwood will reimburse Mountlake Terrace for any operational, maintenance, or repair costs directly resulting from Lynnwood overflow, such as labor costs related to alarms call-outs and other actions to respond to Lynnwood overflow, administration costs of estimating

sewage flows when metering devices are flooded, and cost to repair damage to metering devices (“Additional Costs”). The Additional Costs will be payable on a reimbursement basis in addition to payments owed based on the Sewer Overflow Charge Rate; provided that, Mountlake Terrace must submit to the attention of Lynnwood’s Director of Public Works the invoices and documentation supporting the types and amounts of Additional Costs for which Mountlake Terrace is requesting reimbursement. The Mountlake Terrace City Engineer and Lynnwood Director of Public Works will review, discuss and mutually agree regarding the appropriate calculation methodology to be applied to Mountlake Terrace’s requests for reimbursement of Additional Costs.

7. Duration.

This Agreement shall take effect upon signature by both Parties and shall remain in effect unless otherwise terminated in accordance with Section 13 (Termination).

8. Administration.

No separate legal entity is created by this Agreement. This Agreement will be administered by the Lynnwood Director of Public Works and Engineering or his/her/their designee and the Mountlake Terrace City Engineer or designee. Either Party may change its Administrator for purposes of this Agreement at any time by delivering written notice of such Party’s new Administrator to the other Party.

9. No Joint Venture.

Nothing contained in this Agreement shall be construed as creating any type or manner of partnership, joint venture, or other joint enterprise between the Parties.

10. No Third-Party Beneficiaries.

This Agreement and each and every provision hereof is for the sole benefit of Lynnwood and Mountlake Terrace. No other persons shall be deemed to have any rights in, under, or to this Agreement.

11. No Joint Property.

The Parties do not intend to jointly acquire real or personal property pursuant to this Agreement.

12. Entire Agreement; Amendment.

This Agreement constitutes the entire Agreement between the Parties concerning the subject matter covered by this Agreement. This Agreement may be amended or modified only by the mutual agreement of the Parties. Such amendments or modifications shall not be binding unless they are in writing and signed by persons authorized to bind each of the Parties.

13. Termination.

This Agreement may be terminated by either party only after 120 days written notice to the other party and shall also be subject to renegotiation upon 120 day written notice of either party.

14. Disputes.

It is the Parties' intent to resolve any disputes relating to the interpretation or application of this Agreement informally through discussions at staff level. In the event disputes cannot be resolved informally at the staff level, then the Parties agree to submit the dispute to non-binding mediation/dispute resolution. If a dispute arises from or relates to this Agreement or the breach thereof, and if the dispute cannot be resolved through direct discussions, the Parties agree to endeavor first to settle the dispute in an amicable manner by mediation. All fees and expenses for mediation shall be borne by the Parties equally.

15. Venue.

In the event that either Party deems it necessary to bring legal action or proceedings to enforce any right or obligation under this Agreement, the Parties agree that any such action or proceedings shall be brought in Snohomish County Superior Court. Further, the Parties agree that each will be solely responsible for payment of its own attorney's fees and costs.

16. Indemnity.

Each of the Parties shall protect, defend, indemnify, and hold harmless the other Party and its employees and authorized agents, while acting within the scope of their employment as such, from any and all costs, claims, judgements, and/or awards of damages (both to persons and/or property), arising out of, or in any way resulting from, that Party's obligations performed or to be performed pursuant to the provisions of this Agreement. No Party shall be required to indemnify, defend, or hold harmless the other Party if the claim, suit, or action for injuries, death, or damages (both to persons and/or property) is caused by the negligence of the other Party; provided that, if such claims, suits, or actions result from the concurrent negligence of (a) Mountlake Terrace, its employees, contractors, consultants, or authorized agents and (b) Lynnwood, its employees, contractors, consultants, or authorized agents, or involves those actions covered by RCW 4.24.115, the indemnity provisions provided herein shall be valid and enforceable only to the extent of the negligence of the other Party, its employees, contractors, consultants, and authorized agents. For this purpose, each of the Parties, by mutual negotiation, hereby waives, with respect to the other Party only, any immunity that would otherwise be available to it against such claims under the Industrial Insurance provisions of Title 51 RCW.

17. Insurance.

Each Party shall be responsible for maintaining its own insurance.

18. Severability.

If any provision of this Agreement or the application thereof to any person or circumstance is found invalid or unenforceable, the remainder of this Agreement and the application of that provision to other persons or circumstances shall not be affected thereby, but shall instead continue in full force and effect, to the extent permitted by law.

19. No Waiver.

A party's forbearance or delay in exercising any right or remedy with respect to a breach of this Agreement by the other party shall not constitute a waiver.

20. Filing; Posting.

Pursuant to RCW 39.34.040, this Agreement shall be recorded with the Snohomish County Auditor immediately after execution by the Parties hereto or posted on either Party's website.

IN WITNESS WHEREOF, the parties have executed this Agreement on the date set forth under their signatures below, and effective as of the date of the last party to sign.

CITY OF LYNNWOOD

CITY OF MOUNTLAKE TERRACE

George Hurst, Mayor

Date: _____

Jeff Niten, City Manager

Date: _____

ATTEST/AUTHENTICATED

ATTEST/AUTHENTICATED

Darcy Kirschner, Interim City Clerk

Jennifer Joki, City Clerk

APPROVED AS TO FORM

APPROVED AS TO FORM

Lisa Marshall, City Attorney

Hillary Evans, City Attorney

CITY COUNCIL 6.B

CITY OF LYNNWOOD CITY COUNCIL

TITLE: Lynnwood Public Facilities District

DEPARTMENT CONTACT: Estee Milburn, City Council

SUMMARY:

The presentation outlines a vision to redevelop Lynnwood's City Center into a vibrant, mixed-use community hub that strengthens economic vitality and enhances public spaces and programming.

PRESENTER:

Janet Pope, Executive Director of Lynnwood Public Facilities District

ESTIMATED TIME:

30

DEPARTMENT ATTACHMENTS

Description:

[2026 Lynnwood City Council Presentation PDF Version.pdf](#)

Creating the Heart of Lynnwood's City Center

An Economic & Community Benefit
Redevelopment



THE DISTRICT
LYNNWOOD, WASHINGTON

What is a Public Facility District

01

Independent municipal corporations formed by a city or county with less than 1 million in population

02

Created to develop and operate sports, entertainment, convention or museum facilities that cost at least \$10 million and serve a regional population

03

Allowed some independent taxing authority within the boundaries of the district that created the PFD

04

Can not bond against property or assets, only revenue sources

MAP OF ALL 26 PFD LOCATIONS



Cowlitz Expo & Event Ceter



Olympia Children's Museum



Vancouver Convention Center & Waterfront



Spokane First Interstate Center (Arts & Culture)



Future Port Orchard Event Center



Future Indoor/Outdoor Pasco Aquatic Center



Tacoma Convention Center

Lynnwood Public Facility District

Formed by the City of Lynnwood in 1999

Between 1999 – 2004 assembled 13 acres in the city center

In 2005 opened a small event center

Lynnwood is unique for PFDs with a retail strip mall

- During the pandemic, retail helped to maintain financial equilibrium
- Retail is an important part of the Master Plan as a revenue source
- Current retail mall buildings date back to the 1960s and are long past their useful life



Community Impact

Creating Value Today
Building for Tomorrow

Current Signature Community Events

3-4 Monthly with New Outdoor/Indoor Spaces



Low Cost



Free



Free
New in 2026



Free
Features local artists works
Meet the Artists Reception

City Use Days

Non-Profit Discounts

The City has 4 days annually:

- Free Rent
- FFE included in rent (unless rentals requested)
- Audio/visual is a direct cost
- Staffing, food and beverage are direct costs

Non-profits City of Lynnwood based:

- 35% discount on rent
- FEE included in rent (unless rentals requested)
- Audio/visual is a direct cost
- Staffing, food and beverage are direct costs

Non-profits Snohomish County based:

- 20% discount on rent
- FEE included in rent (unless rentals requested)
- Audio/visual is a direct cost
- Staffing, food and beverage are direct costs

2025

Community Performance Indicators

5,382 - total room nights generated from events for Lynnwood hotels

40.6% event center operational dollars spent with small or local business/vendors

\$10,835,604 – **direct economic impact** compiled by Destinations International Event Center Impact Calculator

9 collaborative, community event dates in 2025

- e.g., blood drives

Other Key Performance Indicators

- Actual and future event mix: P1-P6
- Future room nights blocked
- Actual sustainability: water and energy use KWH/person
- Actual dollars spent with M/WBE businesses/vendors
- Retail public space activation

Event Center

Strategic Operational Changes

2020–2028

Launched Signature Community Programming

- Artist Series
- Lynnwood Luau
- Jingle Bell Breakfast
- Summer Sounds

Adopted Key Performance Indicators to measure direct economic and community benefits

Transitioning from an independent management/operations vendor to management/operations by The District

Why transition:

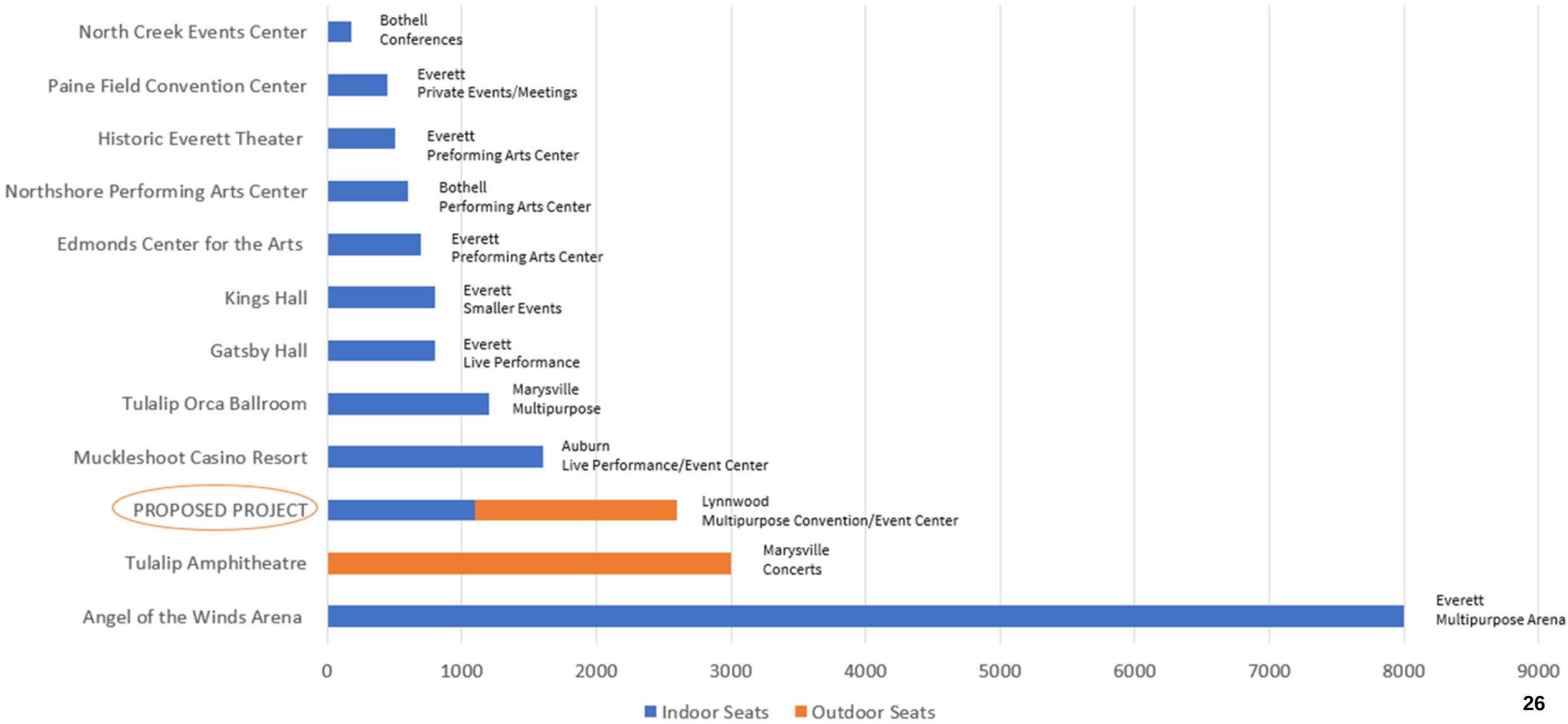
- Fiduciary accountability
- Direct management of the asset
- Ability to hire personnel and oversee staffing elasticity
- Savings in staffing redundancies
- Programming efficiencies across all event types
- Community placemaking

Strategic Master Plan Goals

- Indoor/outdoor public use
- Flexible floor layouts to accommodate multiple events on the same day
- Theater floor system for concerts, comedy show, film festivals
- Smaller indoor break out rooms for multi-day conventions and community party rentals
- Multi-purpose building – exploring with the Red Cross and Snohomish Emergency Management to integrate functionality as a regional resiliency and emergency center
- Designed with outward facing retail for everyday use



Lynnwood Expansion Designed to Complement Not Compete



Event Center More than Conventions

- Multi-day conventions & hotel stays
- Multi-day events & hotel stays
 - GeekFest West in 2026
indoor/outdoor use
- Entertainment events
- Cultural festivals
- Community programming
- Social galas and auctions
- Graduations
- Small, private events



Conceptional Design Ideas Study in Schematic Design

Event Center Renovation – 55,000 SF

Indoor Concerts Capacity 1,200

Indoor/Outdoor Concert Capacity 2,500





Going Gray to Green



SITE PLAN - CURRENT
LYNNWOOD PFD MASTER PLAN | LYNNWOOD, WASHINGTON | 07.08.2024



SITE PLAN - PROPOSED
LYNNWOOD PFD MASTER PLAN



Curating Local Retail

Retain Current Tenants

Exploring Retail Spaces:

- Event Center exterior retail
- Parking garage wrapped in retail
- Stand alone retail pavilion
- Kiosks for local artists and makers
- Two apartment podiums with retail
- Hotel lobby with retail



Woonerf Interior Streets

Public Plazas
Busker Corners
Community events

- Pop-ups
- Seasonal markets
- Cultural festivals
- Community programming



Center Lawn

Festivals

Outdoor Yoga

Concerts

Movie Nights

Movable furniture for everyday use

Kiosk to rent frisbees, lawn chairs

Private Partnerships

A thick, hand-drawn style orange line that underlines the title 'Private Partnerships'.



Workforce Housing, Childcare Center

- Private development of approximately 400 units of attainably priced workforce housing at 60-85% AMI.
- District retains ownership of the retail podium with the aim of including a childcare center and local businesses



300 Room Hotel

- Expand room nights for multi-day events
- Design community amenities (non hotel guest) such as a rooftop bar with mountain views
- Create 79 new jobs
- Increase city and county tax base through lodging taxes



Commitment to Biophilic Design

Turn 9-acres of asphalt into green scape

- Connect people to nature in an urban environment to improve the emotional well-being of those who live, work and visit
- Prioritize the presence of water such as rain gardens, shallow fountains, play sprinklers
- Include the arrangement of natural shapes and forms with material connections to nature



Eco-Build & Operations

**Supporting City and County
Climate Action Plans**





Construction Practices Snapshot

*Other Initiatives TBD
Based on Schematic Design*

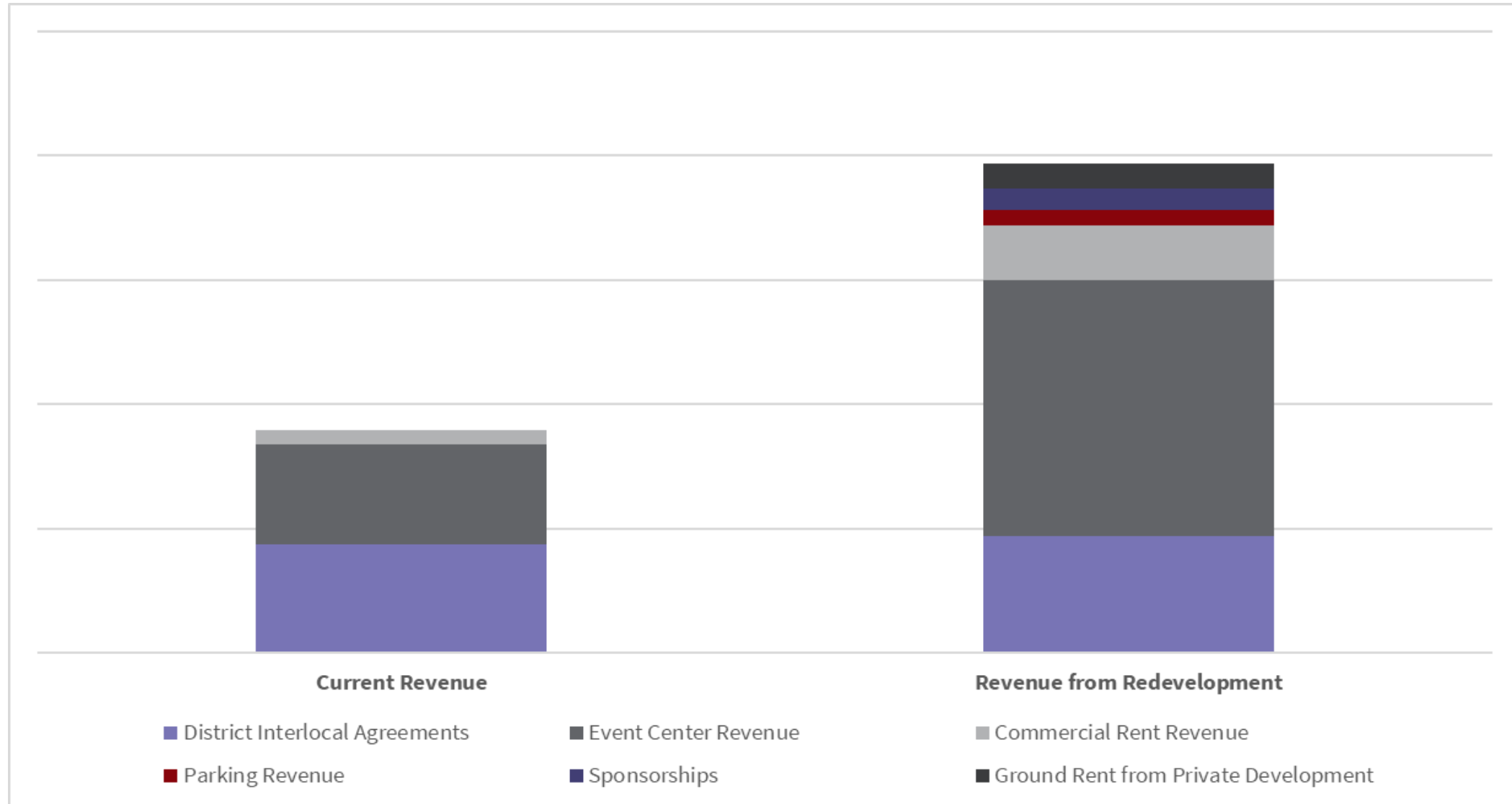
- ❖ Capturing Carbon Emissions with Reuse of the Existing Event Center
Early estimates indicate that the use of the existing structure, foundation, and building materials could net a savings of 25% of carbon emissions
- ❖ Procure sustainable, locally sourced building materials
- ❖ Purchase FFE that supports circular and regenerative business practices by eliminating concept waste
- ❖ Use low-emission, fuel-efficient construction equipment
- ❖ Implement a construction waste recycling + management plan
- ❖ Promote Health
Source building materials that are not on the Red List to fight pollution and protect human health
- ❖ Collaborate with green building councils or organizations to obtain certifications like LEED

Bringing It All Together

A thick, hand-drawn style orange line that underlines the title text.

More Uses = More Revenue Streams

Greater Stability = Greater Economic Benefits



\$79,395,625 ECONOMIC IMPACT, BASED ON DIRECT SPEND

New Money Impact is related to the direct economic benefits and taxes that will only occur when the 13-acre redevelopment is achieved via each specific use.



ADDITIONAL Event Center Economic Impact

Currently at \$10M / New Total of \$14+ M
Sourced from Destination International
Event Impact Calculator

\$10,077,265



ADDITIONAL RETAIL

Retail Direct Spend

440,973 annual guests to the District

\$7,637,005



NEW TAXABLE USE

Hotel Direct Spend

300 rooms at 77% occupancy for 365 days =
84,315 room nights annually

\$19,534,031



NEW TAXABLE USE

F&B Direct Spend

440,973 annual guests to the District

\$13,149,400



NEW USE

Residential Direct Spend

Based on U.S. Bureau of Labor Statistics
Consumer Expenditures Greater Seattle Area

\$24,344,320



NEW TAXABLE USE

Parking Direct Spend

440,973 annual guests to the District

\$4,653,604

NEW/ADDITIONAL ANNUAL TAXES:

\$647,586 COUNTY

\$4,505,693 STATE

\$4,413,618 CITY

Direct Job Creation from Redevelopment Does Not Include Construction Jobs



HOTEL

79 TOTAL JOBS
47 FULL-TIME
32 PART-TIME



RETAIL

636 TOTAL JOBS
393 FULL-TIME
243 PART-TIME



THE DISTRICT / EVENT CENTER

80 TOTAL JOBS



EVENTS

18 TOTAL JOBS
5 FULL-TIME
13 PART-TIME



CHILDCARE

24 TOTAL JOBS
10 FULL-TIME
14 PART-TIME

Master Plan Update

Since Adoption of the Development Agreement - 10/2025

Master Plan Update

Completed Since
Development Agreement
Adoption 10/2025

RFP Competitive Processes Completed

Commitment to hiring locally and M/WMBE

- Development Advisory Services
- Lead Architect
- Retail/Public Domain Architect
- Local Retail Curation
- Engineering: Coughlin Porter Lundeen
- Event Center Transition Services: Columbia Hospitality

Design

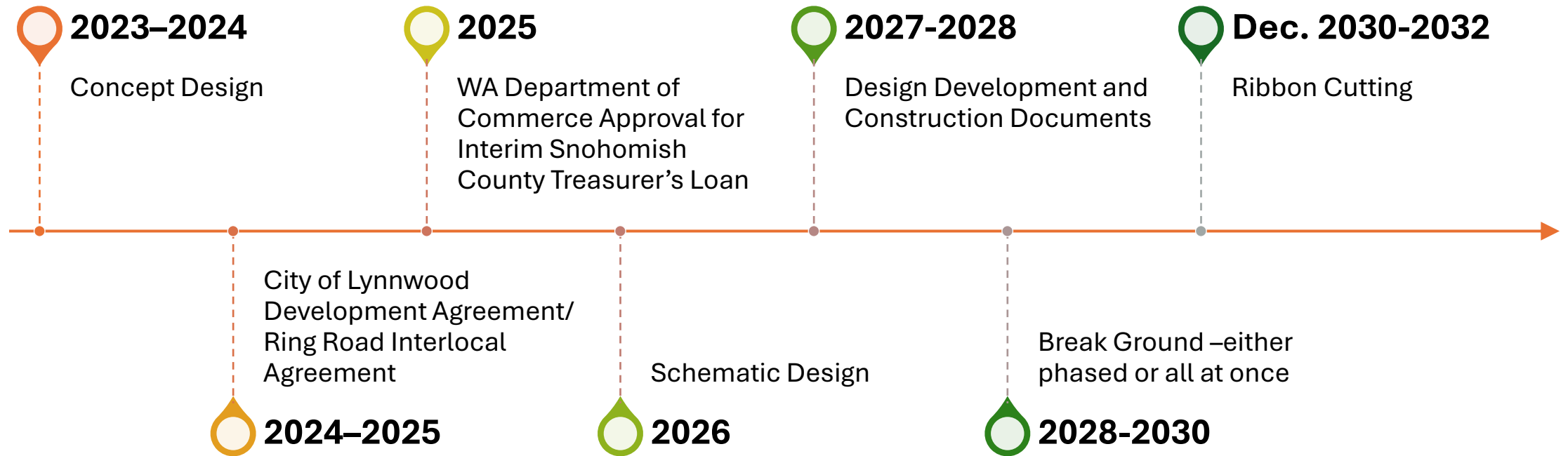
- Concept Plan Review Underway
- Coordination with City on Ring Road 30% Design Underway
- Binding Site Plan Underway
- Infrastructure/Utilities Planning Underway
- Schematic Design to Begin in May

Snapshot of Future Design Procurement Consultant & Sub-Consultants

Commitment to M/WMBE & apprentice programs/prevaling wage mandated by the state

General Contractor	Landscaping	Accessibility	Acoustics	Transportation
Mechanical Engineering	Electrical Engineering	Plumbing Engineering	Building Envelope	Lighting Design
Signage	Sustainability Environmental Testing	3rd Party Commissioning Agent	Art Consultant	Audio and Visual

Schedule as of January 2026





Summary of Community Impact

Workforce Housing: Working with a private developer to build approximately 400 units of attainably priced workforce housing at 60-80% AMI

Job Creation: New uses will create more than 800 full and part-time job

Small Business Attraction: The District will retain ownership of the commercial spaces to curate local, PNW businesses

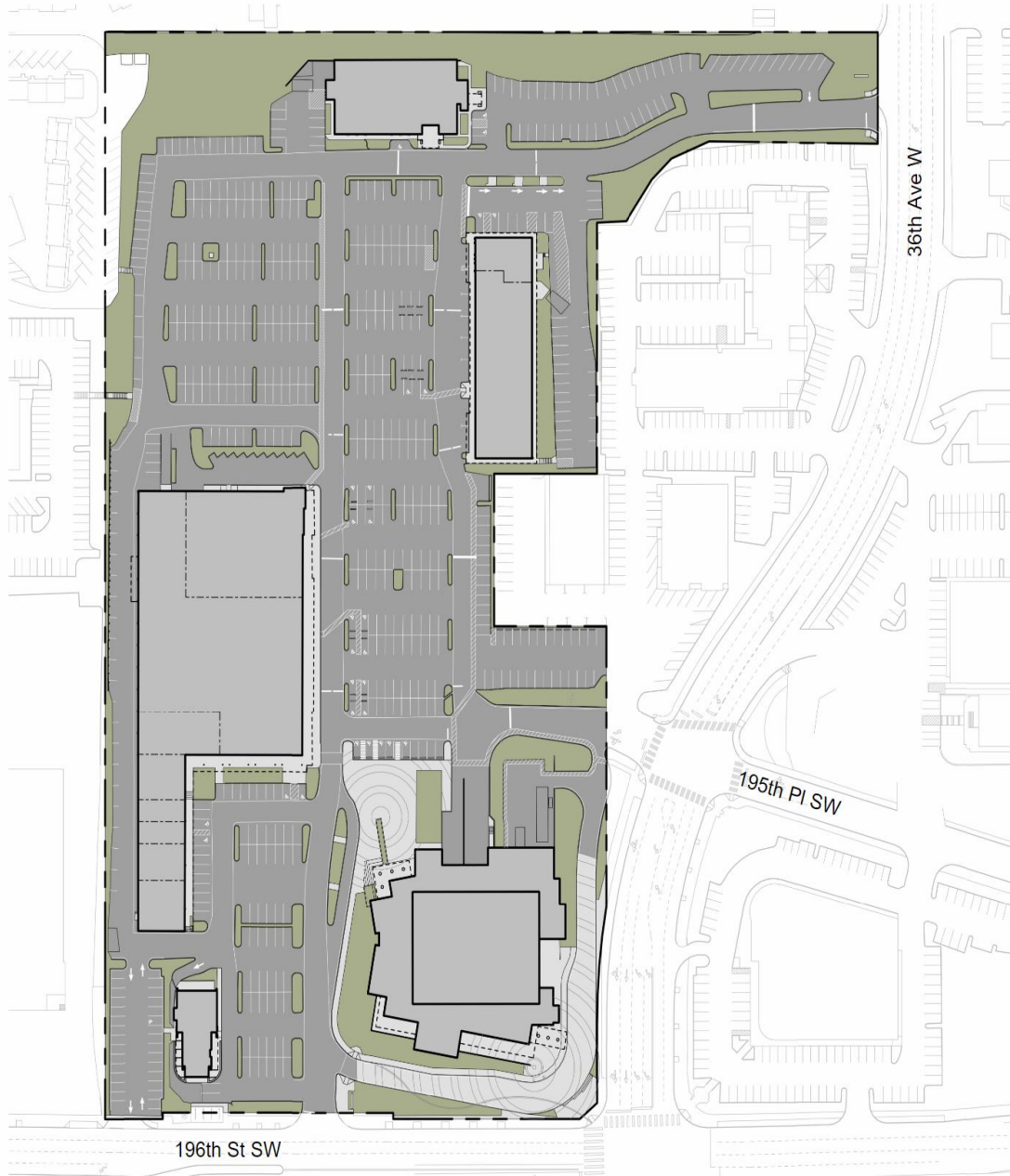
Gray to Green: A 500-stall parking garage will reprogram asphalt parking into public open space, public plazas and gathering areas for everyday use

Public Programming: The expanded event center and outdoor rooms will host cultural festivals, public concerts, movie nights, weekly farmers' market, pop-ups and more.

New Hotel: Grow the city's lodging tax base

Everyday Use: Serving as the heart of the city center





SITE PLAN - CURRENT
 LYNNWOOD PFD MASTER PLAN | LYNNWOOD, WASHINGTON | 07.08.2024



SITE PLAN - PROPOSED
 LYNNWOOD PFD MASTER PLAN

CITY COUNCIL 6.C

CITY OF LYNNWOOD CITY COUNCIL

TITLE: Next Steps for the Hygiene Center

DEPARTMENT CONTACT: Darcy Kirschner, Executive Office

SUMMARY:

This agenda item will summarize the key points that were gathered during the roundtable discussion held on February 25th. Suggestions for next steps will be brought forward.

PRESENTER:

Lynn Sordel, Interim Assistant City Administrator; Mayor George Hurst

ESTIMATED TIME:

45

SUGGESTED ACTION:

Continue City collaboration with the Jean Kim Foundation.

PREVIOUS COUNCIL ACTIONS:

City Council held a roundtable on the Lynnwood Hygiene Center on February 25, 2026.

VISIONS AND PRIORITIES ALIGNMENT:

Working towards a safe community. Be a diverse, welcoming, equitable and livable City, pursue and maintain collaborative relationships and partnerships.

DEPARTMENT ATTACHMENTS

Description:

[Roundtable Overview .pdf](#)

[2024 Human Services Needs Assessment.pdf](#)

February 26, 2026

Hygiene Center Follow-Up from Roundtable Discussion

Council and Community Members:

As you can imagine, there were many examples of concerns and solutions provided by those in attendance. The Jean Kim Foundation and the city have an opportunity to collaboratively facilitate expansion of the Hygiene Center, while at the same time protecting neighborhood quality of life and maintaining credibility with businesses, residents and the park's staff.

Many of the solutions presented included ideas found in the City's 2024 Human Needs Assessment (see attachment) These ideas can be segmented into action plans for future use and decisions. It is interesting to note; the Human Services Needs Assessment specifically addresses the need for people who are unhoused. On page 16, the report mentions the need for a safe shelter in our city, and the fact there are no year-round universally accessible shelter services available.

The other "solution" mentioned the need for a day-use facility. The current footprint of the Hygiene Center's structure and land could allow for the construction of both a day-use and overnight shelter. This concept is something to explore with the Jean Kim Foundation and Mr. Steves.

There is also another potential idea to consider with the Foundation. The establishment of a "Good Neighbor Framework" before expansion is another consideration. The development of this type of an agreement recognizes the success of a managed facility like the Hygiene Center hinges on being a good neighbor to the community of which it is a part. This type of agreement between the center, the city, businesses, park leadership, police and the surrounding neighborhoods could memorialize and provide accountability to ensure the center is safe for those inside and around them. Specific items could include security staffing levels, cleanliness standards, loitering protocols and complaint response timelines. The investor is pledging new funding, but an agreement of this type aligns expansion with safeguards that are important to our community. An example of a Good Neighbor Agreement in Portland:
<https://www.portland.gov/shelter-services/city-shelter-services-alternative-program-overview/good-neighbor-commitments>.

Overall, the goal is not to choose between supporting vulnerable individuals and protecting neighborhood vitality. Rather, we hope to influence the design of a facility with programs and services that do both. The roundtable's results provide the city to explore options at the Hygiene Center that can improve the quality of life for our most vulnerable and at-risk people.

Looking forward to our continued collaboration,

Lynn Sordel
Interim Assistant City Administrator



2024 Human Services Needs Assessment

Prepared by Koné Consulting for the City of Lynnwood
July 2024

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Executive Summary

This report is an update to the 2016-2018 Lynnwood Human Services Needs Assessment. The purpose of the report is to provide new data on the current state of human services, identify best practices from similar municipalities, determine needs and barriers to accessing human services, and recommend strategies to address the current needs. The findings in this report are based on analysis of publicly available data – including American Community Survey (ACS) data, Department of Social and Health Services (DSHS) data, reports from local human service providers, and needs assessments from similar municipalities – and original data collected through interviews with local community-based organizations and other key stakeholders.

Lynnwood Community Profile

Key findings and demographics from the analysis of ACS data shows that Lynnwood continues to grow and become more diverse.

- 40% of residents are white and non-Hispanic
- 19% are under the age of 18
- 17% are age 65 and older
- 12% of residents over age 25 have no high school diploma
- 38% of residents speak a language other than English at home
- 80% of residents aged 65 and older who speak Spanish, Indo-European, and Asian languages at home can speak English “less than very well”

Additionally, DSHS data shows that the majority of services received were economic (84%), followed by aging and long-term support services (10%). In terms of economic services, the Basic Food program (SNAP) accounted for 77% of the economic services provided in Lynnwood. Child support services made up 35% of the economic services, while family assistance (TANF) accounted for an additional 7%. Aging and Long-term Support Services accounted for 10% of all services, making it the largest category after economic services.

Best Practices

Regional collaboration was identified as a best practice through the analysis of needs assessments from similar municipalities. Many human services needs bleed over between communities, necessitating a collaborative, regional approach to addressing these problems. Similar municipalities in the region have proposed or implemented collaborative solutions to address regional human service needs. Examples include the King County Regional Homelessness Authority (KCRHA), North King County Coalition on Homelessness (NKCCH), North Urban Human Services Alliance (NUHSA), Regional Crisis Response Agency (RCR), and Human Services Funding Collaborative (HSFC).

Person-centered approaches to housing and homelessness are also being pursued by several municipalities in Northwestern Washington. Approaches include the City of Issaquah's Behavioral Health and Homeless Outreach Program, the Community Court program, and the City of Bellevue's Safe Parking Pilot program.

Interview Findings

Several themes and subthemes emerged from interviews with local human service providers and other key stakeholders. The needs and barriers that were identified in the interviews are outlined below.

- The **cost of services** and **transportation** are barriers to accessing human services
- **Affordable housing, rental and legal assistance**, and **shelter services for people who are unhoused** are needed in the community
- The need for **food assistance and other basic needs** have been increasing in recent years
- There is a need to **improve mental and behavioral health support**
- There is a lack of **cultural support and community connection**
- There is an opportunity to improve **awareness and outreach**
- There is a need to improve **collaboration and communication** between organizations and between organizations and City staff

In addition to sharing human service priority areas in the community, interviewees also shared positive experiences and success stories. Many providers commented on positive interactions with other community-based organizations, and emphasized the importance of Lynnwood's human services coordinator position.

Recommendations

Three key recommendations were identified, which reflect a compilation of priorities identified by the community in interviews and the Lynnwood Human Services Commission, best practices from comparable cities, and the expertise of the consulting team. The prioritization of recommendations is based on their strength in meeting the identified needs and their feasibility to implement.

- 1. Improve awareness of services and outreach to the potentially eligible**
 - a. Manage, maintain, and promote the Lynnwood-specific resource guide
- 2. Continue to address the affordable housing and homelessness crisis**
 - a. Strengthen Lynnwood's tenant protection laws
 - b. Increase housing program options for the unhoused and housing insecure
- 3. Strengthen regional service delivery collaboration and coordination**
 - a. Test innovative solutions regionally
 - b. Replace the embedded social worker position that served as 911 diversion
 - c. Sustain the Lynnwood human services coordinator position

Project Overview and Methodology

The City of Lynnwood partnered with Koné Consulting to update the 2016-2018 Lynnwood Human Services Needs Assessment to reflect the current state of human services and possible impacts from the COVID-19 pandemic. This report assesses the current needs and challenges facing Lynnwood residents, identifies trends and priority areas, and recommends strategies to improve human services outcomes. These findings are based on analysis of publicly available data and original data gathered through interviews with local community-based organizations (CBOs).

Review of Existing Data

The following data sources were reviewed to obtain a comprehensive understanding of human services, trends, and priority areas in Lynnwood and Snohomish County.

- Verdant Health Commission Community Health Needs Assessment (2022)
- Snohomish County Community Health Needs Assessment (2022)
- City of Lynnwood Community Equity Survey and Final Report (2021)
- City of Lynnwood Human Services Commission Report (2020)
- 2016-2018 Lynnwood Human Services Needs Assessment
- City of Lynnwood 2022-2026 Strategic Plan
- City of Lynnwood ACS data
- DSHS data for Lynnwood zip codes

Review of Needs Assessments from Similar Municipalities

Extant data analysis includes a review of needs assessments from similar municipalities that were conducted within the last four years. Criteria for similar municipalities included population size, demographics, and location. The following municipalities were selected: Shoreline, Washington; Monroe/Sky Valley, Washington; Issaquah, Washington; Redmond, Washington; Bothell, Washington; and Longmont, Colorado. The consultant team analyzed and compared assessments to identify key human services issues, common themes, approaches, and best practices from cities similar to Lynnwood.

Key Stakeholder Interviews

The consultant team interviewed local service providers to develop a comprehensive understanding of Lynnwood's human services landscape. A total of 19 virtual interviews were conducted with human service providers serving Lynnwood residents. The interviews gathered a variety of perspectives on the current state of services, identified unmet needs and barriers to accessing services, and collected insights into possible trends and priority areas.

Community-Based Organizations Interviewed:

- YWCA
- Lynnwood Library
- Homage Senior Center
- South County Fire Department
- Community Health Center
- Latino Educational Training Institute (LETI)
- Jean Kim Foundation
- Lynnwood Food Bank
- Verdant Health Commission
- Heroes Café
- Snohomish County Housing Authority,
- Washington Kids in Transition
- Mercy Watch
- Project Girl
- Volunteers of America
- Lahai Health
- Edmonds College Food Pantry
- City of Lynnwood Council
- Development and Business Services

A lead interviewer and notetaker conducted all interviews. Interviews were semi-structured: interviewers asked pre-written questions but were given the flexibility to explore emergent topics and ask follow-up questions. Notetakers recorded detailed, written notes during each interview.

Interview Questions:

1. Please tell us a little more about what your organization does, and your role.
2. Do you serve the entire Lynnwood geographic area? or King/Snohomish Counties? How many people do you serve that live in Lynnwood?
3. Are there specific community groups that you focus services on?
4. Have you been awarded grant funds from the City of Lynnwood in the past? If yes, what has your experience been with the process? What should the City do differently?
5. The 2016-2018 Lynnwood Needs Assessment identified the following key issues: Basic Needs (Shelter, Food, Clothing); Homelessness; Substance Abuse; Mental Health; and Support for Veterans. What do you think of these human services priorities for Lynnwood residents? Have needs shifted over time? Is there anything missing from this list?
6. As you think about your services in Lynnwood or for Lynnwood residents, are you seeing any unmet needs or a crisis? Are there any social identity groups who are unable to access services? How do you believe these gaps could be addressed or resolved?
7. Do you know the extent to which eligible people in Lynnwood are aware of the services they need? What suggestions do you have?
8. Do you know the extent to which eligible people in Lynnwood receive the services they need? What suggestions do you have?
9. We are seeking existing data about the Lynnwood community. Do you have, or are you aware of, existing reports or data sources that could help us better understand human services in Lynnwood?
10. Whom else would you recommend we interview as an important stakeholder?
11. Is there anything else you'd like us to know about the human services needs in the community?

Data Limitations

While the findings in this report are sound because they are based on a mix of quantitative data already available in the community and qualitative data from interviews with community stakeholders, there are limitations to the conclusion that can be drawn from the data. First, the only original data gathered by the consulting team was through stakeholder interviews. Because of cost limitations, the scope of work for data collection did not include other types of community engagement like listening sessions, focus groups with people with lived experience, and/or a community survey. The Recommendations section suggests follow-up data collection activities to fill these gaps.

Second, a limited number of peer municipality assessments are available to the public, limiting the scope of the review. Many peer municipalities conducted their most recent assessments prior to the COVID-19 pandemic; these assessments' findings are not reflective of current conditions and could not be used. This exempted many cities along the expanding Light Rail Line (Tukwila, Seatac, Burien, White Center, etc.). The consulting team did, however, review and analyze six peer municipality reports as planned. Furthermore, the consulting team's experience conducting prior needs assessments in South King County were integrated into the final report and recommendations.

Finally, there are limitations to the DSHS data on program participation. First, the participation data undercounts the actual need in a community because participation rates are less than 100% of the eligible population in need. In some programs, participation rates can be as low as 50-60% because of the difficulty applying for and keeping benefits, the restrictive eligibility rules, or the availability of funding. Second, many people qualify for more than one DSHS program. In order to remove duplicate counts of service recipients, DSHS applies a hierarchy of program participation to its data. For example, if an individual is receiving food assistance benefits AND Medicaid (a common combination), they are only counted once, leading to an undercount in the program lower on the hierarchy. However, that also means the total number of participants in each subcategory, and the grand totals, are accurate and reliable counts based on data taken directly from state eligibility systems.

Lynnwood Community Profile

Key Demographics

- **40%** of residents are white and non-Hispanic
- **19%** are under the age of 18
- **17%** are age 65 and older
- **12%** of residents over age 25 have no high school diploma
- **38%** of residents speak a language other than English at home
- **80%** of residents aged 65 and older who speak Spanish, Indo-European, and Asian languages at home can speak English "less than very well"

Age

The median age of Lynnwood residents is roughly 39 years old, only somewhat older than the state median age of 38.

- 19% are under the age of 18
- 17% are age 65 and older

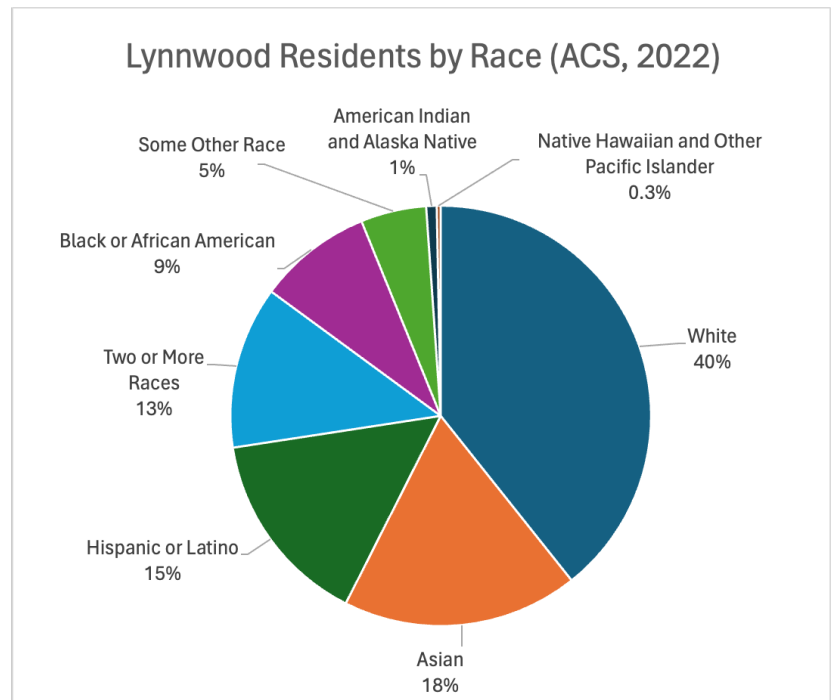
Gender

- 51% Female
 - 61% of residents over 65 are female
- 49% male

Race

Lynnwood is racially and ethnically diverse, with some racial minority groups being roughly double that of the state averages. For example, 8.7% of Lynnwood's population is Black or African American, compared to 4% in Washington state, and 18% is Asian, compared to 9.8% statewide. The two groups underrepresented in Lynnwood compared to the rest of the state are American Indian and Alaska Native, and Native Hawaiian.

- The largest racial group in the population is white individuals, comprising 55% of the total population. However, 15% of this group are Hispanic or Latino, making the non-Hispanic white population effectively 40%.
- The next largest racial group is Asian, accounting for 18% of the population. Within the Asian group, the largest sub-population is categorized as 'other Asian,' followed by Korean, Filipino, Vietnamese, and Asian Indian.
- The category "Two or more races" is the fourth largest and the majority are "white and some other race" and "white and Asian".



Language

Among Lynnwood residents, 38% speak a language other than English at home. These languages include Asian and Pacific Island languages (13.8%), Spanish (10.6%), other Indo-European languages (8%), and

other unspecified languages (5.8%). While most languages have a fairly even age distribution, ACS data suggests that speakers of Asian and Pacific Island languages are likely to be older residents. Given the small population of Native Hawaiians and other Pacific Islanders and the higher population of Asian residents in Lynnwood, these are most likely Asian languages. About 80% of adults aged 65 and older who speak Spanish, Indo-European, and Asian languages at home can speak English “less than very well,” indicating a need for translation services when working with the older adult population.

Education

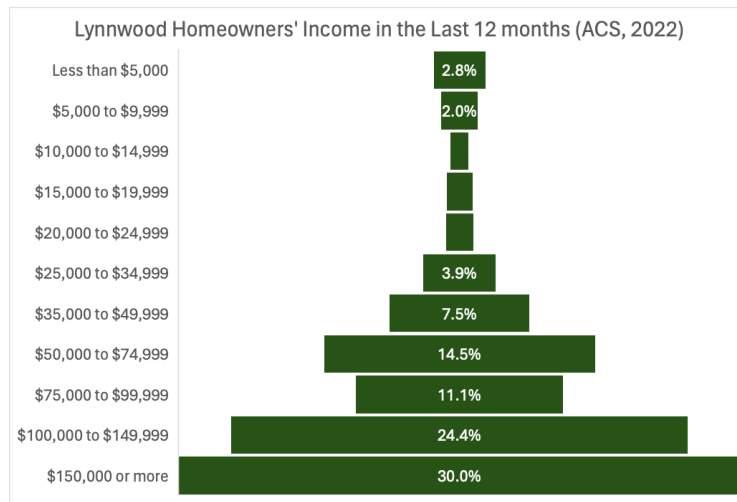
Residents of Lynnwood tend to be less educated than the Washington state average: 12% of residents over 25 have no high school diploma, compared to 7.8% across the state. Additionally, individuals without a high school diploma are more likely to be in poverty (31%) in Lynnwood compared to the state average (20%). About 32% of adults in Lynnwood are enrolled in college or graduate school.

Most K-12 aged children in Lynnwood are enrolled in school, with enrollment percentages in the upper 90s. However, only 40% of children aged 3 to 4 are enrolled in preschool, and nearly 70% of these children attend private preschools. This suggests that lower-income families may face challenges with accessing affordable childcare options for toddlers.

Income

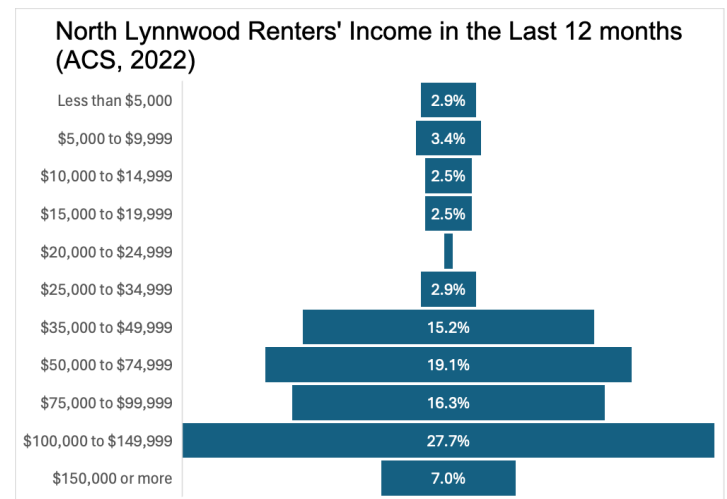
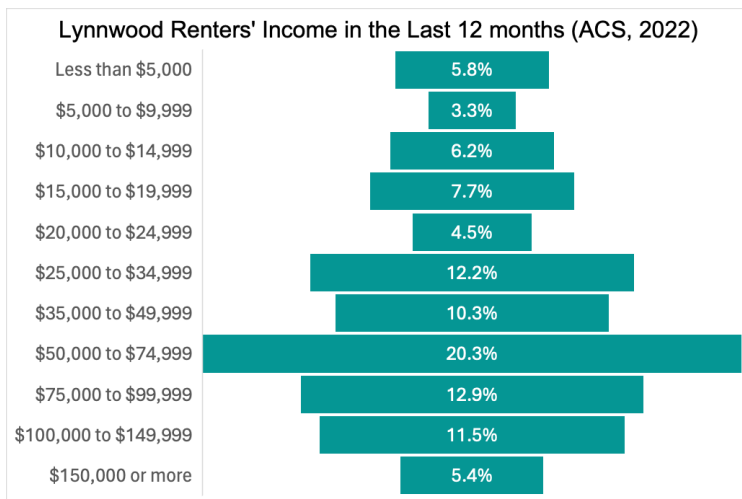
	Lynnwood median income	North Lynnwood median income	Edmonds median income	Mountlake Terrace median income	Washington State median income
Families	\$93,216	\$102,843	\$142,174	\$109,827	\$109,192
Married-couple families	\$110,475	\$115,271	\$158,008	\$115,744	\$124,257
Non-family households	\$41,822	\$73,246	\$59,940	\$68,466	\$57,299
All Households	\$72,241	\$89,944	\$110,057	\$96,104	\$91,306

In most respects, Lynnwood and Northern Lynnwood share demographic profiles in all areas except income. The median household income is roughly \$72,000 for Lynnwood and \$90,000 for North Lynnwood. Much of this difference comes from a significant disparity between married and unmarried households in Lynnwood. The median income for non-family households in Lynnwood is significantly lower than the surrounding area and state as a whole. The Census Bureau defines “nonfamily households” as households where an individual is living alone or with unrelated individuals (such as roommates). These income disparities highlight the economic challenges faced by non-family households in Lynnwood compared to their counterparts in North Lynnwood and the broader region.



The other area where we see an income discrepancy is between homeowners and renters in Lynnwood. Fifty-percent of renters earn less than \$50,000 annually compared to 20% of homeowners, however we do not see as much of a discrepancy among renters in North Lynnwood where the data looks closer to that of homeowners.

Taken together, the income data suggests that single renters in Lynnwood are a group with particular economic needs. Those living without family members are also at a higher risk for being isolated, which limits outreach to this group.



Lynnwood DSHS Data

For this report, city-level data on services was obtained directly from the Department of Social and Health Services (DSHS). In 2023, roughly 9,400 residents received some type of assistance, meaning roughly 1 in 4 Lynnwood residents received some type of assistance. The majority of services received were economic (84%), followed by aging and long-term support services (10%).

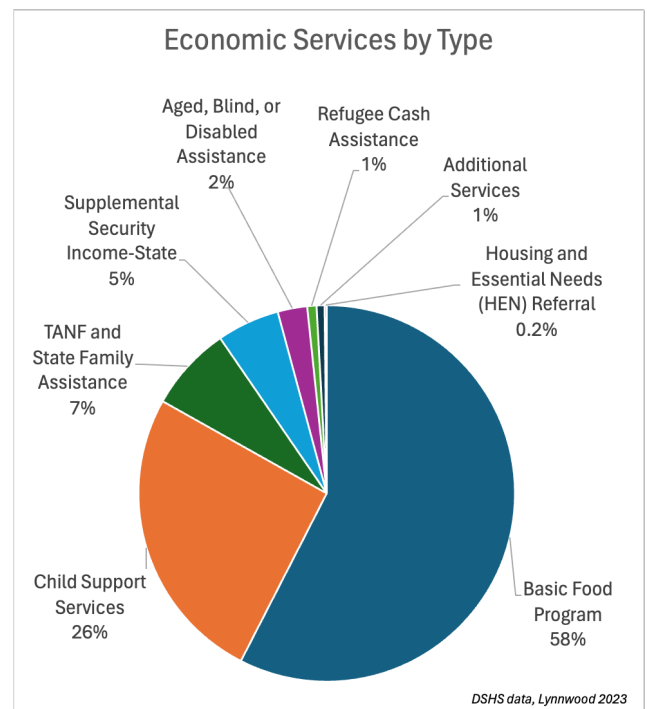
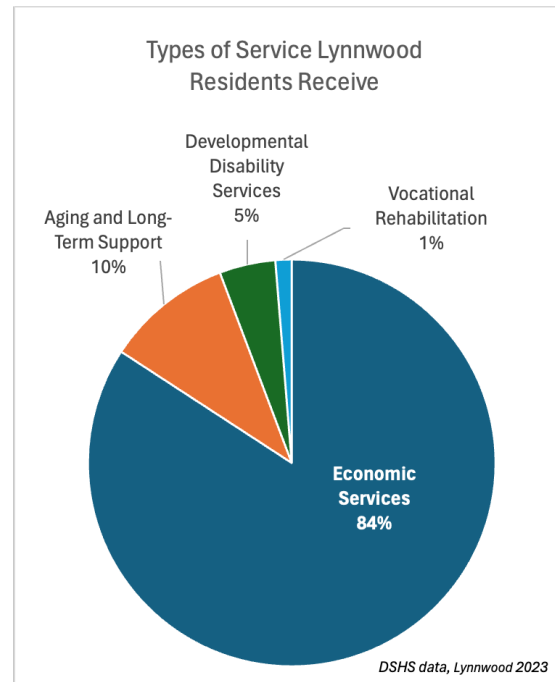
Economic Services Breakdown

- Within the economic services category, the largest share was from the Basic Food program (SNAP), accounting for 77% of the economic services provided. This indicates a significant reliance on food assistance programs.
- Child support services made up 35% of the economic services, while family assistance (TANF) accounted for an additional 7%.

Aging and Long-Term Support Services Breakdown

- Aging and long-term support services accounted for 10% of all services, making it the largest category after economic services.
- The largest sub-category was comprehensive assessments and case management, which constituted 33% of all aging and long-term support services. This was followed by additional services at 24% and in-home services at 20%.

The data provided by DSHS is unduplicated, meaning that participants are not counted multiple times if they are enrolled in multiple programs. This approach ensures that the numbers presented are conservative estimates, reflecting the minimum number of unique individuals receiving services.



Data Collection Results

Common Themes and Best Practices from Similar Municipalities

Common themes, approaches, and best practices were identified through the review of needs assessments from similar municipalities. The results are summarized below.

Common Themes

Demographics are shifting in Western Washington. All the municipalities in this review have experienced **significant population growth** over the past decade. Population growth has **increased diversity** throughout the region, leading to greater proportions of residents being foreign born and speaking languages other than English.

Housing affordability is a priority need across all municipalities in this review. Communities in Washington State and the U.S. are struggling with rising housing costs, which have increased 36% since 2020¹. In four of the six communities, at least 30% of the community is cost burdened, paying more than 30% of their income on housing (Shoreline did not provide this data, but noted an ‘extreme’ cost burden). In two communities (Shoreline and Monroe / Sky Valley), community members cited the size and quality of housing as a significant housing issue, highlighting this as an area for further investigation.

Behavioral and mental health care is also a priority need in all municipalities. Community members express that the COVID-19 pandemic exacerbated mental and behavioral health issues, and have created a high demand for treatment. Intersecting issues of social isolation, digital disconnectedness, and racism/discrimination further exacerbate this issue. Despite the high level of need, all communities are facing barriers to providing this care. Mental and behavioral health care remain cost prohibitive for uninsured residents and Medicare/Medicaid beneficiaries, and increased demand burdens an already limited supply of behavioral health professionals. In addition to this, there are few community resources and programs that address mental and behavioral health needs.

Homelessness is linked to the issue of housing, with affordability and lack of stable housing driving the issue. However, the assessments in this survey had comparably little data on the specific needs of the homeless community. Municipalities did provide data on gaps in homeless services and barriers to receiving services. In many communities, there are few local resources for shelter and other basic needs for the unhoused. Furthermore, inadequate transportation prevents unhoused community members from accessing these services in neighboring communities.

Awareness of services was a major barrier in all municipalities. Community members lack knowledge about human services in key areas such as:

¹ <https://fred.stlouisfed.org/series/CPIHOSNS#0>

- What services are available and how they can help
- Where to access these services and how to access them
- Eligibility for these services

In addition to awareness barriers, community members experienced **administrative burdens**. These include lengthy or complicated applications, lack of guidance during the process of applying to or receiving services, frequent eligibility certifications and other activities that require additional effort of service recipients. These administrative burdens either discourage or directly prevent potential clients from seeking or receiving services.

Language inclusion and cultural responsiveness created barriers to the increasingly diverse communities throughout Washington state. Community members indicate that this issue primarily impacted outreach and awareness related to services, though there was little data about the availability of services in languages other than English and its impact on communities. Community members did note a lack of culturally responsive services, particularly in regard to behavioral and mental health services.

Best Practices

Regional Collaboration is a priority for communities across Northwestern Washington, with many recognizing the need to establish partnerships with neighboring municipalities and regional service providers. Many high priority issues bleed over between communities, necessitating a collaborative, regional response. For example, when housing costs increase in one community, residents move to neighboring communities in search of more affordable housing. In turn, the increased demand from new residents drives up housing prices in this community, residents move to another community to find more affordable housing, and the cycle continues. In a similar vein, when one community does not have the resources to meet the needs of the unhoused, these residents travel to other communities to seek services. An influx of new clients places strain on these services, there are service shortages and long wait times, and unhoused residents seek services in other communities, where the cycle repeats.

Municipalities across the region must work together to meet these needs and stop the cycle. A number of communities have proposed or implemented collaborative solutions to these problems. The City of Redmond's Human Services Needs Assessment finds that service providers in the City actively seek out partnerships with regional organizations, particularly for securing physical space to provide services and virtual service programming. The City of Shoreline also recognizes this need and has developed partnerships with regional service providers including the King County Regional Homelessness Authority (KCRHA), North King County Coalition on Homelessness, North Urban Human Services Alliance, and Human Services Funding Collaborative.

The City of Issaquah has developed partnerships with regional organizations to increase service capacity in the City. Regional service providers travel to Issaquah and set up temporary, pop-up service centers. This approach, when coordinated with other municipalities in the region, can act as a stop-gap measure when municipalities face increasing demand for services. The cities of Bothell, Kirkland, Kenmore, Lake Forest Park, and Shoreline have launched a [Regional Crisis Response Agency \(RCR\)](#). The RCR works with municipal emergency services (law enforcement, fire, and EMS) to respond to mental and behavioral health crises. The RCR's mental health professionals use a person-centered approach of de-escalation, resource referral, and follow up for individuals experiencing mental and behavioral health crises. The RCR is supplemented by a new, regional behavioral health crisis response center located in Kirkland.

Person-centered approaches to housing and homelessness are being pursued by multiple municipalities in Northwestern Washington. The City of Issaquah established a Behavioral Health and Homeless Outreach Program in collaboration with the Police Department. The program provides unhoused community members with resources including shelters, housing, rental assistance, mental healthcare and substance use disorder treatment, among others. Since its launch, the program has made 1177 service connections and permanently housed 38 residents. In addition to this, the City has established a Community Court to provide alternatives to the traditional criminal justice system. The Court connects low-level offenders to human services in an effort to reduce recidivism and provide alternatives to incarceration. This is similar to the "Homeless Court" approach [recommended by the American Bar Association \(ABA\)](#). Homeless Courts connect unhoused defendants to human services, employ progressive plea bargaining, and alternative sentences to address crime without further marginalizing unhoused community members. Over 45 communities have established homeless courts, and the ABA provides technical assistance to communities seeking to establish their own homeless court system.

The City of Bellevue is implementing a Safe Parking Pilot Program to serve unhoused individuals living out of their vehicles. The program establishes a safe parking lot for individuals to park their vehicles, live, and sleep in. Safe Parking Pilot clients will have access to a day center with wireless internet, kitchen, laundry, and bathroom facilities as well as case management services for assistance finding long term housing. The program is run by a local human service provider, 4 Tomorrow, which developed the program's code of conduct and safety plan, and provides staffing. Families living in vehicles are given first priority, and clients are barred from using drugs or alcohol on Safe Parking premises.

The full comparison report can be found in Appendix A.

Interview Findings: Lynnwood's Human Services Needs

Throughout the interviews with key stakeholders, common topics included barriers to accessing services, trends and priority areas, and potential solutions to address unmet needs in the community. Several themes and subthemes emerged from these conversations. The section below synthesizes the results of the thematic analysis.

Barriers to access

Throughout the interviews, many providers noted barriers Lynnwood residents face when accessing human services. The majority of access barriers fell under two categories: transportation and cost.

Transportation

- Many providers cited transportation as a significant barrier to accessing services, especially for people with disabilities and older adults.
- Providers noted that access to reliable public transportation is critical, especially for residents who don't own or cannot drive a car. However, public transportation options for low-income residents are lacking in Lynnwood. Providers called for improvements to the current public transportation infrastructure so residents are able to easily access services, such as healthcare appointments. There is also a need for more infrastructure and funding for shuttle services that can transport community members to local human services programs, such as the food bank or the senior center.
- The Zip shuttle ride was noted as a helpful transportation service that is available to Lynnwood residents, especially for older adults. However, there are a limited number of vans available and limited routes. Providers noted that it would be helpful to expand the reach of this program.
- Not all services are accessible along bus routes. Additionally, providers noted that the process of obtaining a free bus pass is difficult and time consuming, involving multiple pages of paperwork to determine eligibility.

Cost

- Cost is a significant barrier to obtaining certain types of basic needs in Lynnwood, including healthcare and housing.
- There is a lack of providers who accept AppleHealth (Medicaid) and uninsured patients. For providers who are in network, there are often extremely long waiting lists to get in for an appointment.
- Cost and long waiting times leads to people putting off healthcare appointments and risking developing more serious complications.

Affordable housing, rental and legal assistance, and shelter services for people who are unhoused

A major theme across all interviews was the need for more affordable housing options, more rapid rehousing programs for people who are unhoused, and access to local shelters. Providers also noted the need for rental assistance and tenant protections. In particular, multigenerational and multifamily households in Lynnwood are struggling with recent increases in housing costs. There are also many residents who are on a fixed income and are facing significant increases in rent. Providers also noted that growth associated with the new Light Rail station may price out some families.

A few providers mentioned that there are two new affordable housing options being developed by Housing Hope in South Snohomish County. One 52-unit complex, Madrona Highlands, is opening in late 2024 in Edmonds. A second complex, Scriber Place, is being developed in collaboration with the Edmonds School District to serve some of the students and their families who are unhoused, with an estimated opening date of September 2025.

In addition to the need for affordable housing, providers mentioned the need for a safe shelter available year-round in Lynnwood. Service providers for unhoused residents noted that they have to refer people to shelters outside of Lynnwood (Everett or Monroe), and that there are no year-round, universally accessible shelter services.

There are currently limited options for overnight shelters in Lynnwood. A winter emergency shelter is available, but only in sub-32-degree temperatures. The YWCA Pathways for Women in Lynnwood, which is a 13-unit complex that offers a 45-day emergency shelter for single adult women and mothers with children, is the only women's shelter in South Snohomish County. Long waitlists and eligibility rules limit its accessibility, particularly for men; the closest men's shelter is located in Everett.² Additionally, 6 pallet shelters in Lynnwood closed indefinitely at the end of May 2024, further reducing shelter options for unhoused residents.

Food assistance and other basic needs

Many providers noted a recent increase in need for food assistance. From 2019 to 2023, the Lynnwood Food Bank saw a 251.1% increase in individuals served, and a 171.3% increase in households served.³ Similarly, there has also been a notable increase in food insecurity across all of Snohomish County. The 2022 Snohomish County Community Health Needs Assessment reported that the County's food insecurity rate surpassed the Washington State rate in 2020.⁴ Clothing, showers, hygiene products, diapers, and baby formula were among the other basic needs mentioned throughout the interviews.

Mental health and behavioral health support

The need for improved support for mental and behavioral health emerged as a key theme throughout the interview process. Providers mentioned that co-occurring mental health and substance use disorders have been exacerbated by the COVID-19 pandemic. Community resources are limited, and programs are struggling to keep up with the increase in demand for treatment options. The waiting list for mental health counseling, for example, is long and remains cost prohibitive for Medicaid and uninsured patients. Providers noted that wait times for mental health appointments are even longer for youth and non-English speaking clients. Additionally, providers mentioned that the limited availability of parks and green

² [211 Washington - Overnight Shelters in Lynnwood.](#)

³ [Lynnwood Food Bank, 2024](#)

⁴ Snohomish County Community Health Needs Assessment, 2022

spaces in the City may have detrimental effects on mental health and social connectedness within the community.

Providers also identified drug use and opioid overdoses as increasing concerns in the community. This finding matches county-level data: the Verdant Community Health Needs Assessment reported that drug-overdose levels in Snohomish County increased 74% between 2020 – 2021, which has placed increased demand on an already limited substance disorder treatment workforce.⁵ The prominence and consistency of this theme in interviews strongly indicates a critical need for increased mental and behavioral health funding and capacity in Lynnwood.

Cultural support and community connection

Another theme that emerged through the interviews is the need for cultural support and to build social connectedness within the community. In terms of cultural support, providers mentioned a need for increased capacity among local health care providers in providing language appropriate and culturally competent care. Providers suggested a few solutions to build community connection, including cross-cultural events, promoting cultural diversity, and improving access to cultural foods.

Providers also noted that residents are feeling increasingly isolated since the COVID-19 pandemic. Providers observed that residents are disconnected socially, and that there is a lack of community identity in Lynnwood because of its nature as a commuter city. These feelings of disconnection are furthered by limited awareness of community events and human service resources.

Awareness and outreach

Providers reported that there is a need to improve awareness and outreach regarding human services in the community. Residents often have limited awareness of local services they are eligible for and do not know where to go to learn more about available resources.

When asked for suggestions on how to improve awareness and community outreach, many providers' responses were centered around trust and relationship building in the community. Providers also noted several specific methods they have found to be effective in reaching community members, outlined below:

- Social media posts, flyers, and in-person community events. Providers mentioned that Facebook posts and WhatsApp messaging is a popular and effective way to reach residents, especially for the immigrant and refugee community.
- Word of mouth and referrals from trusted providers.
- Advertisements at places of worship, schools, workplace.
- Outreach materials available in different languages.

⁵ Verdant Health Commission, Community Health Needs Assessment, 2022

- Hiring a care navigator to assist in connecting individuals to human resources in the community. Having a 211 navigator on campus, for example, helps to connect students with additional resources in the community.

Collaboration and communication

Stakeholders mentioned a need for improved collaboration and communication – both between agencies, and between agencies and City staff:

- There is a need for improved interorganizational communication and collaboration among local community-based organizations. Many service providers do not feel well-connected or well-informed in regards to what resources other organizations are offering.
- There is also a need for improved cross-collaboration efforts between the City of Lynnwood and local community partners. Many providers noted that there is a lack of communication from the City about funding opportunities, resources, and human services initiatives.

High need populations in Lynnwood

Providers were asked to identify social identity groups who experience significant barriers to accessing human services in the community. The groups that were identified are listed below.

- Immigrants and refugees
- Black, Indigenous, and People of Color (BIPOC)
- Unhoused individuals
- People with disabilities
- Older adults
- Youth

Things that are working well

In addition to sharing trends and human service priority areas in the community, interviewees also shared positive experiences and things that have been working well at the City level. These responses are summarized below.

- Many providers noted the progress that has been made in responding to the priorities outlined in the 2016-2018 Human Services Needs Assessment.
- Many providers commented on positive interactions with other community-based organizations.
- Many providers emphasized the importance of having a human services coordinator at the City.
- Many providers expressed appreciation for seeking their feedback for this report and for the opportunity to share their insights on the City's human services needs.

Findings from Extant Data Review

A comprehensive review of existing data and reports was conducted to identify current trends and priority areas at the County and State level. This included a review of needs assessments from other

agencies with findings that are applicable to Lynnwood, including the Snohomish County Community Health Needs Assessment (2022) and Verdant Health Commission Community Health Needs Assessment (2022). A review of recent initiatives, such as the City of Lynnwood's 2021 Community Equity Survey, was also completed to develop background knowledge on needs in the community.

The Snohomish County Community Health Assessment (2022) and Verdant Health Community Health Needs Assessment (2022) identified the following health needs in Snohomish County:

- Mental health support and the need for social connection
- Substance use disorder treatment and support
- Housing and health care affordability and quality of care
- Food assistance
- Transportation
- Addressing disparities and focusing on diverse and equitable community outreach methods

The Snohomish County assessment in particular highlighted the need for healthcare that is both affordable and culturally competent. The report also highlighted the need for more coordination and communication between service providers and local government.

The key themes from the extant data review support the findings from key stakeholder interviews regarding human services priority areas and needs. There are similar needs between the City of Lynnwood and Snohomish County regarding mental and behavioral health treatment, improved access to transportation, culturally competent care and outreach, and coordination between service providers and local government.

There were a few findings that were specific to the City of Lynnwood that were not identified at the County or regional level. First, stakeholders in our Lynnwood interviews identified the **new light rail station** as having a high impact on Lynnwood's human services moving forward. Potential impacts, such as changes to housing affordability in response to the new station, were highlighted by multiple providers. Additionally, while the need for affordable housing and services for unhoused residents was highlighted at the County-level, the lack of a **local shelter** that is **accessible year-round** in Lynnwood is a unique challenge the City faces.

Recommendations

The following recommendations are a compilation of priorities identified by the community in interviews and the Lynnwood Human Services Commission, and best practices from comparable cities and the expertise of the consulting team. The challenges identified in this report are significant, and any city's ability to meet these challenges is limited by funding, staff time, and resources. Fortunately, the City of Lynnwood is not alone in its efforts to address the needs of vulnerable community members. Cities are a part of a network of community-based and government organizations – including county, state, and

federal – and faith-based organizations and private philanthropy. The strength in the system comes from, in part, the diversity of the entities involved. However, the system is also complex and loosely coordinated with multiple entry points to access services. One of the most powerful roles a city can play is in coordination, collaboration, and system access for its residents. The prioritization of recommendations in this section is based on their strength in meeting current needs, and how feasible they are to implement.

Current Challenges in Human Services Funding

Although the need for human services grew during the COVID-19 pandemic and related shutdown, new sources of federal funding were made available to help with the increased demand. The American Rescue Plan Act (ARPA) allocated \$350 million in State and Local Fiscal Recovery Funds (SLFRF) to state, territorial, local, and tribal governments across the U.S. to address the impact of the pandemic. SLFRF funds were allowed to fund pandemic-related expenditures, premium pay for key personnel, infrastructure investments, and general government services impacted by pandemic-related lost government revenue. ARPA funds are nearly depleted and will no longer be available after 2024. This sudden shrinkage in funding is impacting most health and human services agencies simultaneously. As a result, some long-standing and seemingly stable community-based organizations have recently shuttered programs or their entire operation. While the need for services hasn't ended, a recent source of additional funding has, and some human services organizations are scrambling to find ways to fill the funding gap.

Another challenge is the state legal limit on the ability of cities to increase revenues. Washington passed a 1% levy lid on property taxes that limits increases in taxes by individual taxing districts to one percent annually. According to the Department of Revenue example, if a city levies their highest lawful levy of \$1 million in property taxes, it can only levy \$1.01 million the next year, plus any tax revenues generated by new construction, improvements to property, state assessed utility value increases, and wind turbines, solar, biomass, and geothermal facilities added to the tax rolls in the past year. This means, even if Lynnwood commits to building higher-density affordable housing, any additional property taxes raised by those housing units will be used to lower the taxes on the existing property owners instead of increasing revenues (above the allowed 1%).

Finally, because the City of Lynnwood has not (yet) reached a population of 50,000 or more people, the City cannot directly apply for and receive federal Community Development Block Grant (CDBG) funding to pay for human services investments. The Washington Department of Commerce sets aside a portion of Washington's federal CDBG funds to grant directly to smaller cities who can't receive funds on their own. However, Lynnwood has participated in a Consortium program to receive CDBG funds since 1975 and under the HOME Investment Partnership (HOME) program since 1992. Snohomish County is the lead agency and grant recipient for the Consortium. For CDBG funds, the Consortium consists of Snohomish County and all the cities and towns within the County, except the cities of

Everett, Marysville, and the King County area of Bothell, which is 18 cities/towns in total. Snohomish County regrants CDBG funding to those 18 cities/towns.

These funding restrictions should not discourage the City from investing in human services, but it does create a need for dedicated City staff resources to track, apply for, and manage external grant funding in order to fund City programming beyond what can be supported by City general funds.

Summary of Recommendations

4. Improve awareness of services and outreach to the potentially eligible
 - a. Manage, maintain, and promote Lynnwood's resource guide
5. Continue to address the affordable housing and homelessness crisis
 - a. Strengthen Lynnwood's tenant protection laws
 - b. Increase housing program options for the unhoused and housing insecure
6. Strengthen regional service delivery collaboration and coordination
 - a. Test innovative solutions regionally
 - b. Replace the embedded social worker position that served as 911 diversion
 - c. Sustain the Lynnwood human services coordinator position

Improve Awareness of Services and Outreach to the Potentially Eligible

Another theme from the interviews conducted was the difficulty people encountered finding the services they need. This is an issue in other comparable cities, too. One suggestion multiple interviewees made was to manage, maintain, and promote an enhanced resource guide specific to Lynnwood and updated regularly (at least monthly). The recommendation is for the resource guide to be available in two formats: an online guide that can be easily updated on a regular basis, and a printable version that can be handed out at in-person outreach events. The guide should be available in multiple languages and ADA-compliant. An even more enhanced version could include a "live operator" option for people who don't use the internet or don't read. Although the resources should be filterable by Lynnwood, many of the service organizations serve a larger area of the region, so this recommendation could be pursued in collaboration with other South Snohomish County cities, like Mountlake Terrace, Brier, Bothell, Edmonds, and Mukilteo.

Continue to Address the Affordable Housing and Homelessness Crisis

Strengthen Lynnwood's tenant protection laws

Several cities in the surrounding area are using the flexibility in state law to pass tenant protection provisions. Examples of laws allowed in the state that other jurisdictions are adopting include the notice of rent increases. The minimum notice required under state law is 60 days. Other neighboring municipalities have passed codes requiring longer notices – typically 120 days. The purpose is to give the

renter more time to look for new housing in the relatively competitive rental housing market. Another set of codes related to restrictions on fees, including caps on move-in fees, security deposits, and late fees, is also recommended. Installment payments of fees are allowed under state law. Neighboring municipalities have typically passed codes that cap the fees. Finally, municipalities are focused on passing provisions that protect manufactured/mobile homeowners from unreasonable increases or losses of the lease on the land their home is located on.

Increase housing program options for the unhoused and housing insecure

There are increasing needs for housing programs that either prevent people from losing their housing, or help to shelter and rehouse the unhoused. The interviewees identified increasing low-barrier emergency shelter services, including a year-round extreme weather shelter and a shelter for men as critical needs in the community. Another priority item is to create a regional stabilization center for rapid rehousing and transitional housing for the unhoused. Finally, there is also a need in the region to build more permanent supportive housing for people with disabilities and behavioral health needs.

Strengthen Regional Service Delivery Collaboration and Coordination

There are similar shifts in demographics – like population growth and increased diversity – affecting cities throughout the South Snohomish County region. Neighboring cities have identified similar needs in their recent human services needs assessments. Those needs include: the housing affordability crisis and homelessness; lack of behavioral health services; lack of awareness of services; and language inclusion and cultural competency. These are all problems that could benefit from regional solutions because of either their size, scope, and scale or the permeability of the boundaries of the cities in the area.

Also, there are nearby models of greater collaboration in North King County that could be used to set up a more formal South Snohomish County regional collaboration. Examples include the King County Regional Homelessness Authority (KCRHA), North King County Coalition on Homelessness (NKCCH), North Urban Human Services Alliance (NUHSA), Regional Crisis Response Agency (RCR), and Human Services Funding Collaborative (HSFC). If Lynnwood were to lead the way in hosting the start-up of a formal regional network of human services providers and government agencies, it would provide a more solid foundation to pursue some of the City's more ambitious goals. This recommendation is actionable in the short-term, and it would require relevantly modest resources, including time for City staff to manage the coordination effort and potentially seek funding.

Test Innovative Solutions Regionally

If a regional approach to economic security and poverty reduction were established, that broader coalition might be in a position to pursue more innovative solutions, like the universal basic income (UBI) pilots that several cities have implemented recently (See Appendix B). UBI, commonly defined as the unconditional, recurring cash payment provided to every citizen by the government, regardless of employment, socioeconomic status, disability, or family structure, embodies the principle that every

individual should have a guaranteed minimum income to meet basic needs, alleviate poverty, and attain financial autonomy and security. The administrative requirements and overhead costs of a solution like a UBI pilot would be best borne by multiple jurisdictions over a larger geographic area. These types of programs would also require considerable and sustained funding to be effective. However, unconditional cash payments in pilots like the one in Stockton, California reduced income fluctuations, increased full-time employment, and decreased feelings of anxiety and depression. Recipients predominantly spent the money on basic needs, with positive ripple effects observed in alleviating financial strain across networks and enabling more time for relationships.

Replace the embedded social worker position

For several years, the City of Lynnwood has supported a social worker position to embed in the police department to divert non-emergency 911 calls from more expensive emergency services, and to assist first responders with calls involving people in crisis. The position was created through a contract with Compass Health in Everett. Unfortunately, due to funding restrictions and other priorities, that program has ended along with the Lynnwood position. On an interim basis the Snohomish County Outreach Team (SCOUT) is filling the gap, but one position is serving a broader region and is unable to focus on just Lynnwood, leading to gaps in service. Other communities, like the City of Edmonds, have recognized the importance of 911 diversion programs and have replaced their embedded social workers with grant funding. 911 diversion programs are a best practice from other cities in the region, including RCR and the City of Issaquah outreach program.

Sustain the Human Services Coordinator Position

One of the strongest themes from the interviews was strong support and appreciation for the Lynnwood Human Services Coordinator position that was recently established. Interviewees noted an improvement in the level of communication, problem-solving, and service access since the position was filled by the current incumbent. The position has already served and could even enhance the City's important role as the point of contact for coordination and collaboration with other cities, the county and state, and community-based organizations. Another important role the human services coordinator position has is to support capacity building, including enhancing the City's ability to draw down existing grant funding and seek new funding sources. The coordinator position will also serve as an important point of contact for managing the City's human services plan and making sure the City is accountable for the strategies and goals in the plan. Finally, a human services coordinator in other cities plays a key role in a city's disaster/emergency response plan and system. Interviewees strongly recommend the City continue to fund the Human Services Coordinator position.

Other Human Service Needs

While the top three priorities based on feedback and research were increased collaboration, improved access, and affordable housing and homelessness service, other human service needs were also identified and important to continue to support. They include: programs that prevent food insecurity and hunger,

such as food banks and Meals on Wheels; community-based mental and behavioral health services; accessible and affordable transportation to access services; and childcare options for low-income families.

Appendix A: Community Needs Assessment Comparison and Best Practices Report

Comparable Cities in the Assessment

Shoreline, WA

Shoreline, Washington is a city of just over 60,000 residents located in Northern King County. Located just nine miles north of Seattle, over 90% of residents are employed outside of the city. On average, Shoreline residents have a lower mean income, are older, and have a higher incidence of disability compared to King County. Over a quarter of residents speak a language other than English, and the population has seen significant increases in Black, Asian, and multiracial residents.

The City of Shoreline recently adopted its 2024 Human Services Strategic Plan, with the bulk of community engagement taking place in 2023. Community engagement was achieved through key informant interviews with service providers and aligned public service systems, interviews with peer jurisdictions (such as Bothell, Issaquah, and Redmond), a focus group with City staff, and collaboration with service providers to collect input directly from clients.

The strategic plan identifies housing and homelessness, medical and behavioral healthcare, and nutrition assistance as the city's highest priority human services needs. Housing affordability is a problem for a large number of residents, who face a high housing cost burden. Families especially struggle to find housing large enough to accommodate all their family members. The plan highlights the need for more rental assistance and eviction protection and shelter and services for unhoused residents. Residents also expressed concern that a recent light rail addition will raise housing prices. The City's existing behavioral health resources are overwhelmed by increased demand, which has created a shortage of care and equity issues. The majority of existing service providers are at capacity with residents who have private insurance, whereas the uninsured and Medicare/Medicaid recipients struggle to find providers that have capacity and are affordable.

The strategic plan also identified several barriers to existing services that exacerbate these issues. Service provider clients cited limited information on programs as a major barrier, with many unaware of what services are available, where to access them, and how to navigate the service system. This was especially true for non-English speaking residents and immigrants, who described a lack of linguistically inclusive and culturally competent resources and outreach. Clients also cited administrative processes as an additional barrier to accessing services. Many are unable to access services due to eligibility requirements, long wait times, and complex application processes.

Monroe / Sky Valley, WA

Sky Valley is a collection of predominantly rural communities in South Snohomish County that includes Monroe, Sultan, Gold Bar, Index, and the City of Snohomish. The Sky Valley region has a population of 58,000, which is growing at a faster rate than Snohomish County and Washington State. The region's median income (\$81,000/year) is higher than the state average, but lower than Snohomish County (\$86,000/year). The region is less diverse, with only 18% of the population being BIPOC compared to the 25-28% in the county, state, and the US. Approximately 9.8% of residents have limited English proficiency.

The City of Monroe (the most populous community in Sky Valley) commissioned a regional human services needs assessment in 2021. The assessment covers the entirety of the Sky Valley region, including communities outside Monroe. Consultants hired by the City conducted both primary and secondary research on the region's human services needs. Primary research took the form of 45 key informant interviews, 5 focus groups, and resident and provider surveys.

Interviewees, focus group participants, and survey respondents all pointed to housing as a priority need in the region. Thirty-two percent of Sky Valley residents are housing cost burdened⁶. Community members expressed a need for housing that is affordable, stable, and safe, with different segments of the community identifying different key need areas. Participants from the Hispanic/Latino community faced barriers to affordability, including large down payments and hidden fees. These community members also cited poor quality housing and landlords that take advantage of their migrant status as additional issues. Seniors were primarily concerned with the affordability of housing options later in life, with many fearing that they will be unable to downsize or find affordable assisted living options when the time comes. Unhoused community members also identified housing as their highest priority need, specifically citing a lack of stable housing as a barrier to employment.

Other high priority needs include medical and behavioral health and transportation needs. Survey respondents cited physical health as their most used and most needed human service. Interviewees stated that they frequently travel outside of the Sky Valley region to seek care due to lack of resources in the region. Survey participants identified behavioral health as the number one human services gap and barrier. There are few resources for the uninsured and Medicare/Medicaid beneficiaries, and residents frequently travel to Everett or Kirkland for care. There is a particular lack of integrated homelessness, mental health, and substance abuse services, with all providers exiting the region in 2020. Homeless, disabled, senior, and parent participants in focus groups identified transportation as both a high priority need and gap in service. Transportation costs pose a high burden on these residents, and public transportation is often unavailable, unreliable, and slow. These gaps often lead to missed doctor's appointments, school, job interviews and other disruptions.

⁶ Housing cost burdened is defined as spending more than 30% of household income on rent and utilities

Longmont, CO

Longmont is a municipality located in Northeastern Boulder County, Colorado. The municipality has a population of approximately 95,000 and saw significant population growth (11%) throughout the 2010s, including a growing population of older adults. Longmont is less diverse than the US as a whole, with only 17% of the population being BIPOC. Twenty-five percent of the population speaks a language other than English in the home.

The municipality of Longmont conducted a human services needs assessment in 2020. Data was collected using secondary sources as well as primary research. Primary research included a resident survey, stakeholder interviews, and thirteen focus groups. Given the timing of the assessment, the COVID-19 pandemic did have an impact on data collection. The resident survey closed right before the municipality issued a shelter-in-place order, and may not reflect all of residents post-COVID needs. Interviews and focus groups were conducted in mid-2020 and reflect human services needs that emerged due to the pandemic.

Longmont residents identified housing, physical and behavioral health, economic vulnerability, and the digital divide as key human services needs and gaps. Residents described a growing challenge in finding affordable housing, with many low-income households struggling to pay their rent or mortgage. Fifty-three percent of renters and 40% of homeowners in Longmont are cost burdened, and 13% of survey respondents stated that they needed help paying their rent or mortgage in the past year. Community members also identified a lack of services for homeless residents, with gaps in case management and shelter services (particularly for unhoused families). Community members identified a significant increase in behavioral health needs due to the COVID-19 pandemic, with 3,700 residents identified as having serious mental health needs. Behavioral health services are inaccessible, with residents citing hours and distance as major barriers. Cost is an additional barrier, with 13% of residents needing assistance paying for behavioral health services and 14% needing assistance paying for medical health services.

Community members also had significant needs related to economic self-sufficiency and basic needs. Many residents live paycheck-to-paycheck and rely on payday loans to pay for basic needs. Twenty-one percent of residents went without food in the past year due to cost, and 17% of residents stated they needed help paying for food. The assessment also identified a digital divide between residents, with low-income residents disproportionately lacking internet access, devices, and digital literacy. This intersects with other human services needs, as residents without internet access have less information about programs and services available in Longmont.

Issaquah, WA

Issaquah is located in the Seattle metropolitan area of King County. The city has a population of 40,060 and has seen significant population growth over the past decade. The city has a poverty rate of 7.8%, which is equal to King County's overall poverty rate. Issaquah is fairly diverse, with a large Asian

population (23.2% of residents) and a sizable Hispanic/Latino population (9% of residents). Thirty-percent of residents speak a language other than English, and 26% are foreign-born.

The City of Issaquah developed a Human Services Strategic Plan in 2022. This plan collected data on the city's human services needs through several community engagement activities, including 51 interviews with community partners, 13 interviews with residents experiencing homelessness, twenty-five interviews with non-English speaking residents, eleven focus groups with residents, a community survey, and six workshops with community members, service providers, and city staff.

These community engagement activities identified four primary human services needs: physical and behavioral health, housing and homelessness, cultural competency and language inclusion, and community resources. Interview and focus group participants reported high levels of mental distress in the community, with low income (< \$15,000/year) and Black residents reporting higher levels of distress. The strategic plan identified several barriers to behavioral health services, including workforce shortages, difficulties navigating the system, and a lack of culturally competent care. There is only one mental health service provider in Issaquah that accepts Medicaid, and this provider only offers services for youth (up to age 24). There are no behavioral health services for low-income adults. Residents face similar issues accessing medical health care, as well as high cost barriers and a lack of preventative care.

Community members also identified housing affordability and homelessness as major needs. One third of the Issaquah community is housing cost-burdened, and many residents fear that rising housing costs will push them out of the area. These concerns are elevated for seniors, as there are few resources to help aging community members stay in their homes comfortably, safely, and independently. Issaquah also has few services for individuals experiencing homelessness: there are no services besides daily meals and a local food and clothing bank, many unhoused residents have to travel outside the community to seek services. Even then, these individuals cite lack of transportation, lack of identification, and feeling unsafe as major barriers to receiving services.

The strategic plan identifies service barriers facing Issaquah residents. Awareness and outreach is an issue, with 20% of survey respondents overall being unaware of services, including 30% of Spanish and Chinese speakers. Families in Issaquah believe there are too few childcare resources available, and that rising inflation has made the cost of raising a family prohibitive. The cancellation of bus routes has made it very difficult for seniors and the unhoused to access services due to lack of transportation. In engagement forums, community members also expressed the need for a community center that serves as a one-stop-shop for human services needs to assist with navigating and applying for assistance.

Redmond, WA

Redmond is part of the Seattle metropolitan area in King County. The City has a population of 73,000 and has seen significant population growth in recent years. Redmond is a very affluent community, with a median income of \$132,188, which is significantly higher than the County, State, and U.S. as a whole.

Redmond is an increasingly diverse community, with almost 50% of community members identifying as non-white. In addition to this, 45% of community members speak a language other than English.

The City of Redmond commissioned its Human Services Needs Assessment in 2022. Consultants hired by the city conducted both primary and secondary research on the city's human services needs. Primary research included one-on-one and group interviews with service providers throughout the city, focus groups with community members, and a community survey. The strategic plan highlights two separate, and disparate communities in Redmond: one is the affluent community that is traditionally associated with the City's booming tech industry, and the second is a disadvantaged community living at the margins. This second group struggles to make ends meet and has critical human services needs.

Survey respondents identified affordable childcare, mental health counseling, and rent or utility assistance as the highest priority human services needs. Twenty-nine percent of renters in Redmond are cost burdened. When asked how Redmond could be made a better place to live, an overwhelming majority of respondents pointed to housing affordability and homelessness as a top priority for improving the community. Overall affordability was the second highest priority for the future of Redmond, after Diversity, Equity, Inclusion, and Belonging. Community members identified both an increased need for behavioral health services and barriers to receiving these services. Providers being booked or overwhelmed, affordability, and the administrative burdens of receiving care were identified as primary barriers.

Community awareness is an additional barrier to service in Redmond. Forty-five percent of survey respondents stated that they did not know where to go for human services, with a larger proportion of non-English speakers not knowing where to go for services. Service providers identified several internal barriers and gaps to functioning including limited staff and low wages, institutional burnout, diminished empathy and belonging in the community, and limited and restricted grant funding.

Bothell, WA

Bothell is a community of 48,000 residents in the Seattle Metropolitan area, split between King and Snohomish counties. Bothell is an affluent community with a median income of \$116,578, 9.6% higher than King County. Sixty-five percent of Bothell residents identify as white, 18% as Asian, 10% as one or more races, 2% as Black or African American, and 1% as American Indian or Alaskan Native. Koné Consulting is currently conducting a human services needs assessment for the City of Bothell, WA. The Koné team is still in the process of data collection, the following is a preliminary analysis of themes from its assessment.

Survey respondents identified food insecurity, utility payments or help with bills, and access to mental healthcare or therapy as high priority human services needs. When asked to suggest improvements to the City's human services, responses mentioning housing and homelessness were the most frequent. This aligns with other data about Bothell's housing, which shows that 1 in 5 residents are housing cost

burdened. Awareness and outreach are an issue in the community. The majority of respondents (66%) stated that they did not know where to go to receive human services. When asked how they would like to receive information about human services, residents preferred mailed and emailed newsletters and social media.

Service providers shared similar themes in interviews. They expressed that many Bothell residents are unaware of the services that are available to them and unsure of where to seek them out. They suggested a centralized one-stop shop for human services as a solution, as well as additional community outreach through newsletters and flyers. Service providers also reported a need for improved coordination and collaboration between service providers to increase awareness and improve service delivery at the local level. They also identified a need for greater regional collaboration, particularly on housing and substance abuse issues.

Common Themes

Demographics are shifting in Western Washington. All the municipalities in this review have experienced **significant population growth** over the past decade. Population growth has **increased diversity** throughout the region, leading to greater proportions of residents being foreign born and speaking languages other than English.

Housing affordability is a priority need across all municipalities in this review. Communities in Washington State and the U.S. are struggling with rising housing costs, which have increased 36% since 2020⁷. In four of the six communities, at least 30% of the community is cost burdened, paying more than 30% of their income on housing (Shoreline did not provide this data, but noted an ‘extreme’ cost burden). In two communities (Shoreline and Monroe / Sky Valley), community members cited the size and quality of housing as a significant housing issue, highlighting this as an area for further investigation.

Behavioral and mental health care is also a priority need in all municipalities. Community members express that the COVID-19 pandemic exacerbated mental and behavioral health issues, and have created a high demand for treatment. Intersecting issues of social isolation, digital disconnectedness, and racism/discrimination further exacerbate this issue. Despite the high level of need, all communities are facing barriers to providing this care. Mental and behavioral health care remain cost prohibitive for uninsured residents and Medicare/Medicaid beneficiaries, and increased demand burdens an already limited supply of behavioral health professionals. In addition to this, there are few community resources and programs that address mental and behavioral health needs.

Homelessness is linked to the issue of housing, with affordability and lack of stable housing driving the issue. However, the assessments in this survey had comparably little data on the specific needs of the homeless community. Municipalities did provide data on gaps in homeless services and barriers to

⁷ <https://fred.stlouisfed.org/series/CPIHOSNS#0>

receiving services. In many communities, there are few local resources for shelter and other basic needs for the unhoused. Furthermore, inadequate transportation prevents unhoused community members from accessing these services in neighboring communities.

Awareness of services was a major barrier in all municipalities. Community members lack knowledge about human services in key areas such as:

- What services are available and how they can help
- Where to access these services and how to access them
- Eligibility for these services

In addition to awareness barriers, community members experienced **administrative burdens**. These include lengthy or complicated applications, lack of guidance during the process of applying to or receiving services, frequent eligibility certifications and other activities that require additional effort of service recipients. These administrative burdens either discourage or directly prevent potential clients from seeking or receiving services.

Language inclusion and cultural responsiveness created barriers to the increasingly diverse communities throughout Washington state. Community members indicate that this issue primarily impacted outreach and awareness related to services, though there was little data about the availability of services in languages other than English and its impact on communities. Community members did note a lack of culturally responsive services, particularly in regard to behavioral and mental health services.

Appendix B: Universal Basic Income (UBI) Pilots

Introduction

Universal Basic Income (UBI) has gained significant traction in recent years across public and political spheres for its proposal to provide unrestricted cash payments to all members of society at regular intervals. UBI, commonly defined as the unconditional, recurring cash payment provided to every citizen by the government, regardless of employment, socioeconomic status, disability, or family structure, embodies the principle that every individual should have a guaranteed minimum income to meet basic needs, alleviate poverty, and attain financial autonomy and security.^{8,9} Debates surrounding UBI span financing, administrative feasibility, and its impact on existing welfare systems. In the United States, UBI discussions have gained prominence, fueled by concerns over automation, economic inequality, and the aftermath of the COVID-19 pandemic.^{10,11} Despite challenges, pilot programs and initiatives are being experimented to gather empirical evidence on the effectiveness and sustainability of UBI in addressing societal challenges and improving economic security.

History

The contemporary discourse surrounding UBI has historical underpinnings among philosophers, economists, civil rights activists, and feminists. In the late 18th and 19th centuries, visionaries like Thomas Paine and Joseph Charlier advocated for the distribution of wealth to all members of society, drawing attention to the collective ownership of resources. Paine proposed a lump sum to all members of society at adulthood, while Charlier suggested a “territorial dividend”.¹² Throughout the 20th century when social injustice was given greater emphasis into the concept, James Meade entered the ideology of “social dividend” into the UBI framework. Social justice advocates such as Martin Luther King Jr. and the Black Panther Party furthered the concept of a “social dividend” to combat poverty and inequality. Feminist movements, notably the Wages for Housework movement, also contributed to discussions on income separate from traditional labor models. In the 21st century, the resurgence of UBI discourse has been influenced by globalization, technological advancements like artificial intelligence, and growing concerns about income inequality.¹³ Case studies from Alaska and California (Stockholm) offer valuable insights into UBI's practical implementation and potential variants.

⁸ Juliana Uhuru Bidanure, “The Political Theory of Universal Basic Income,” *Annual Review of Political Science* 22, 2019: 481-501, doi:10.1146/annurev-polisci-050317-070954.

⁹ Stanford Basic Income Lab. “What is UBI?” Accessed June 7, 2024. <https://basicincome.stanford.edu/about/what-is-ubi/>.

¹⁰ Adam Ruben, “What Does the Debate on Automation Mean for Basic Income?,” *Economic Security Project*, March 24, 2017, <https://economicsecurityproject.org/debate-automation-basic-income/>.

¹¹ D. Nettle, E. Johnson, M. Johnson, & R. Saxe, “Why has the COVID-19 pandemic increased support for Universal Basic Income?,” *Humanities and Social Sciences Communications*, vol. 8, no. 79, 2021, doi:10.1057/s41599-021-00889-7.

¹² Bidanure 2019, op. cit.

¹³ Karl Widerquist, “The Deep and Enduring History of Universal Basic Income,” *The MIT Press Reader*, April 30, 2018, Accessed June 8, 2024, <https://thereader.mitpress.mit.edu/the-deep-and-enduring-history-of-universal-basic-income/>.

Alaska^{14,15}

During the 1970s, Alaska faced challenges related to the rapid depletion of revenue from its oil production boom and concerns about overreliance on oil income during economic downturns. In response, voters established the Alaska Permanent Fund with the goals of diversifying revenue sources, preserving current income for future generations, and limiting government spending. Managed by the Alaska Permanent Fund Corporation, the fund has grown significantly, reaching a value of \$64.9 billion as of June 2018. Since 1982, a portion of the fund's returns has been distributed to Alaska residents as the Alaska Permanent Fund Dividend, constituting approximately 10 percent of the average returns over the previous five years. Despite fluctuations, dividends typically exceed \$1,000 annually per resident, with payments made to both adults and children each October. Eligibility criteria include residency of at least 12 months, with exceptions for incarcerated individuals and inclusion of permanent resident non-citizens. A 2017 survey highlighted the importance of dividends to Alaskans, with 40 percent indicating a significant impact on their lives. However, most respondents (55 percent) reported no effect on work incentives, indicating the broad-based nature of dividend distribution among Alaskan residents.

Stockholm, California¹⁶

A high-profile universal basic income (UBI) experiment conducted in Stockton, California, provided randomly selected residents with \$500 per month for two years without any conditions. The initiative, known as the Stockton Economic Empowerment Demonstration (SEED), was launched in 2019 by then-Mayor Michael Tubbs and funded by various donors. A study of the program's first year revealed significant improvements in participants' job prospects, financial stability, and overall well-being. Full-time employment increased among recipients, and their financial, physical, and emotional health showed improvement. Despite concerns that UBI might discourage work, proponents argue that it enhances financial stability, allowing individuals to work better and smarter while also enabling them to spend time with family and participate in their communities. The study showed that unconditional cash reduced income fluctuations, increased full-time employment, and decreased feelings of anxiety and depression. Recipients predominantly spent the money on basic needs, with positive ripple effects observed in alleviating financial strain across networks and enabling more time for relationships.

Other Emerging Experiments

Building on the success of the Stockton pilot, Mayor Tubbs spearheaded the creation of the Mayor's for Guaranteed Income (MGI), a coalition of mayors advocating for guaranteed income implementation

¹⁴ Damon Jones and Ioana Marinescu, "The Labor Market Impacts of Universal and Permanent Cash Transfers: Evidence from the Alaska Permanent Fund," National Bureau of Economic Research Working Paper Series, Working Paper No. 24312, February 2018, doi: 10.3386/w24312, Revision Date: January 2020.

¹⁵ The Alaska Department of Revenue, Permanent Fund Dividend Division, "About Us," Accessed June 8, 2024, <https://pfd.alaska.gov/Division-Info/about-us>.

¹⁶ Treisman, Rachel. "California Program Giving \$500 No-Strings-Attached Stipends Pays Off, Study Finds." NPR, March 4, 2021. Accessed June 8, 2024. <https://www.npr.org/2021/03/04/973653719/california-program-giving-500-no-strings-attached-stipends-pays-off-study-finds>.

nationwide. This network has facilitated the funding of pilot projects in several cities and counties, often in collaboration with local governments, non-profit organizations, and grassroots initiatives. See Table I. For instance, *YALift!*, targeting 18-24-year-olds in specific Louisville towns, is administered collaboratively by the Louisville Metro Government, Metro United Way, Russell: A Place of Promise, and MGI. Additionally, grants from the American Rescue Plan Act (ARPA) have supported pilot programs like *Alexandria Recurring Income for Success and Equity (ARISE)*, providing City of Alexandria residents with a monthly \$500 transfer for 24 months.¹⁷[\[10\]](#)

Beyond funding, guaranteed income pilots have also showcased successful public-private partnerships, such as the *Madison Forward Fund* in collaboration with the City of Madison, Total Administrative Services Corporation (TASC), the Institute for Research on Poverty at the University of Wisconsin–Madison, and the Center for Guaranteed Income Research at the University of Pennsylvania. Similarly, the *UpLift – The Central Iowa Basic Income Pilot*, offering \$500 monthly payments to eligible residents, operates under The Harkin Institute at Drake University's coordination, backed by a public-private partnership of 11 funding organizations committed to leveraging research for poverty reduction policies and community investment decisions. These examples highlight the collaborative efforts driving the implementation and evaluation of guaranteed income initiatives across various regions.

Conclusion

Universal Basic Income (UBI) remains a focal point of exploration through pilot programs, academic research, and policy deliberations across the United States, underscoring its pertinence to contemporary socioeconomic concerns. These initiatives, driven by the core objectives of ameliorating inequality and alleviating poverty, exhibit diverse degrees of universality and are tailored to specific communities. For instance, programs such as the *Columbia Life Improvement Monetary Boost (CLIMB)* targets single fathers, while the *Ithaca Guaranteed Income (IGI)* assists unpaid caregivers of children, elderly, or disabled adults. Additionally, initiatives like *St. Paul's Springboard for the Arts* caters to artists, and *Durham's Guaranteed Income Pilot or Excel* supports parolees.¹⁸ See Table I. Despite variations in approach and scope, UBI remains a focal point for addressing national-level social and economic challenges, drawing sustained interest and scrutiny from policymakers, politicians, and scholars alike.

¹⁷ Stanford Basic Income Lab. "The Guaranteed Income Pilots Dashboard?" Updated March 29, 2024. Accessed June 7, 2024. <https://basicincome.stanford.edu/about/what-is-ubi/>.

¹⁸ Stanford Basic Income Lab, op. cit.

Table I: Examples of Guaranteed Income Pilots across the United States¹⁹

Pilot	Location	Duration	Eligibility	Participants	Amount	Frequency
Young Adult Louisville Income for Transformation (YALift!)	Louisville, KY	1 year	18-24 years old and residing in the following neighborhoods: California, Russell, and Smoketown.	150 individuals	\$500	Monthly
Alexandria Recurring Income for Success and Equity (ARISE)	Alexandria, VA	2 years	City of Alexandria resident, 18 years or older, at or below 50% of the Area Median Income.	170 individuals	\$500	Monthly
Madison Fund Forward (MFF)	Madison, WI	1 year	Madison residents 18 and older with a household income less than 200% of the Federal Poverty Line, and with a child under 18 years old living at home.	155 individuals	\$500	Monthly

¹⁹ Stanford Basic Income Lab. "The Guaranteed Income Pilots Dashboard?", op.cit.

Pilot	Location	Duration	Eligibility	Participants	Amount	Frequency
UpLift – The Central Iowa Basic Income Pilot	Polk, Dallas, and Warren counties, IA	2 years	Live in Polk, Dallas, or Warren County, 18+ years of age, live with at least one dependent up to the age of 25 years, household income at or below 60% of the area median income.	110 individuals	\$500	Monthly
Columbia Life Improvement Monetary Boost (CLIMB)	Columbia, SC	1 year	Fathers residing in Columbia and currently or recently enrolled in a program with the Midland Fathers Coalition	100 individuals	\$500	Monthly
Ithaca Guaranteed Income (IGI)	Ithaca, NY	1 year	Primary unpaid caregivers to children and aging or disabled adults that reside in Ithaca and have an income at or below 80% Area Median Income.	110 individuals	\$450	Monthly

Pilot	Location	Duration	Eligibility	Participants	Amount	Frequency
St. Paul's Springboard for the Arts	Frogtown and Rondo neighborhoods of Saint Paul and in Otter Tail County, MN	1.5 years	Artists in targeted neighborhoods who received support from Coronavirus Personal Emergency Relief Fund	75 individuals	\$500	Monthly
Excel	Durham, NC	1 year	Released from prison (NC State prison, a prison in another state, or federal prison) within the last 60 months (5 yrs) prior to application, returning to a Durham address (City or County), and with an income below 60% 2021 Durham-Chapel Hill AML.	109 individuals	\$600	Monthly

CITY COUNCIL 6.D

CITY OF LYNNWOOD CITY COUNCIL

TITLE: Discussion: Protecting Immigrant Safety, Constitutional Rights, and Community Trust

DEPARTMENT CONTACT: Estee Milburn, City Council

SUMMARY:

This resolution reaffirms Lynnwood's commitment to constitutional rights, acknowledges concerns regarding federal immigration enforcement impacts, affirms state law limitations, and promotes transparency, accountability, and coordinated implementation.

PRESENTER:

Isabel Mata, Council Member

ESTIMATED TIME:

30

BACKGROUND:

The first draft of this resolution was reviewed during the February 17 work session where feedback was given on numerous items. The resolution has since been reviewed by legal. The legal feedback was that because resolutions are policy statements and not legally binding, certain language in the resolution risked creating unrealistic public expectations that Lynnwood police could verify the identity or legality of federal immigration enforcement activities, which they cannot compel and may not be able to reliably determine. The recommended revisions clarify the limits of local authority, avoid potentially misleading or unsafe expectations, and align the resolution with existing police guidance and lawful, practical policing practices. This work session is intended to review the changes and refine prior to a vote next week.

SUGGESTED ACTION:

Council discussion and feedback during the Work Session, followed by consideration of adoption at a future Business Meeting.

If adopted, the resolution requests that the Mayor:

- Ensure continued compliance with applicable Washington State law;
- Coordinate implementation across City departments;
- Enhance public outreach and access to information; and
- Prepare potential future legislative recommendations related to transparency and accountability, if appropriate.

PREVIOUS COUNCIL ACTIONS:

2017: The Mayor, City Council, and Chief of Police co-signed Resolution 2017-03 reaffirming the City of Lynnwood's commitment to being a safe, welcoming, and equitable community for all.

October 30, 2025: The Mayor and City Council paused use of Flock Safety cameras after identifying compliance concerns under Washington's *Keep Washington Working Act*, highlighting the City's obligation to ensure compliance with state law and protect against the misuse of surveillance technology in ways that could undermine community trust.

February 9, 2026: The Mayor and Chief of Police issued a public statement reaffirming Lynnwood's commitment to constitutional protections, public safety, and community trust.

February 17, 2026: Council and Chief of Police reviewed the initial draft of the resolution and proposed revisions to be incorporated prior to the March 2 Work Session. The revisions are reflected in the summary and in Sections 4 and 5 of the updated resolution.

February 23, 2026: Council unanimously approved cancelling the contract with Flock.

FUNDING:

There is no direct financial impact to the City, aside from potential staff time.

VISIONS AND PRIORITIES ALIGNMENT:

This item aligns with the City of Lynnwood Strategic Plan, Priority 4: Be a Safe Community.

Reaffirming constitutional rights, transparency, and lawful governance supports public safety, strengthens community trust, and advances Lynnwood's vision of engaged residents and accountable local government.

Lynnwood's commitment that "All Are Welcome" must also mean that all residents are able to access City services, participate in civic life, and exercise constitutional rights without fear or discrimination.

DEPARTMENT ATTACHMENTS

Description:

[Draft Updated Resolution.pdf](#)



RESOLUTION NO. _____

A RESOLUTION OF THE CITY OF LYNNWOOD, WASHINGTON, *reaffirming constitutional rights and the dignity and safety of immigrant and refugee residents; expressing concern regarding federal immigration enforcement practices that create fear and undermine due process, public safety, and community trust; affirming limitations on the use of City resources consistent with state law; advancing transparent, community-oriented and trust-based policing principles; urging the Mayor to prioritize directing City staff across all departments to implement these commitments; and requesting the preparation of accessible community resources and potential future legislative actions to strengthen transparency, accountability, and public access to information.*

WHEREAS, *immigrants and refugees are a vital part of the City of Lynnwood's social, cultural, and economic fabric, contributing to local businesses, the workforce, and the overall vitality of the community; and*

WHEREAS, *a significant number of Lynnwood residents were born outside of the United States and many households speak a language other than English at home; and*

WHEREAS, *in recent years, federal immigration enforcement actions carried out by U.S. Immigration and Customs Enforcement (ICE) and other agencies have raised serious public concern nationwide, including concerns regarding lack of clear officer identification, use of force, detention without timely charges, interference with constitutionally protected activities, and actions that undermine due process; and*

WHEREAS, *courts, journalists, civil rights organizations, and local governments have documented instances in which such enforcement actions have resulted in the detention of United States citizens, arrests later dismissed by courts, and conduct that erodes public trust in government institutions; and*

WHEREAS, *fear, uncertainty, and misinformation related to immigration enforcement negatively impact public safety, civic participation, and the ability of residents to access City services without fear or discrimination; and*

38
39 WHEREAS, the City of Lynnwood has proclaimed itself a welcoming, inclusive, and safe
40 community committed to equity, human dignity, and the protection of constitutional rights for all
41 residents, regardless of immigration or citizenship status; and
42

43 WHEREAS, the United States Constitution guarantees the rights to peaceful assembly,
44 protest, and lawful observation of law enforcement, and these rights must be protected for all
45 people within the City; and
46

47 WHEREAS, community-oriented and trust-based policing practices—grounded in
48 accountability, transparency, de-escalation, and collaboration—are essential to public safety and
49 community trust; and
50

51 WHEREAS, RCW 43.17.425 and RCW 10.93.160 limit the use of public resources and law
52 enforcement authority in civil immigration enforcement, except as required by law or court order;
53 and
54

55 WHEREAS, the City of Lynnwood operates under a strong-mayor form of government, in
56 which the Mayor serves as the City's chief executive officer and directs City staff: now, therefore
57

58 THE CITY COUNCIL OF THE CITY OF LYNNWOOD, WASHINGTON, DO RESOLVE AS
59 FOLLOWS:
60

61 **Section 1. Statement of Values and Problem Acknowledgment**

62 The City Council reaffirms Lynnwood's commitment to being a welcoming, inclusive, and
63 safe community and expresses concern regarding immigration enforcement practices that
64 undermine constitutional rights, due process, and public trust, and that create fear among
65 immigrant and refugee residents.
66

67 **Section 2. Protection of Constitutional Rights and Community Trust**

68 The City Council affirms that all law enforcement activity conducted within the City of
69 Lynnwood—whether by local, state, or federal agencies—should be consistent with constitutional
70 protections, human dignity, de-escalation principles, accountability, transparency, and respect for
71 civil liberties, including the rights to peaceful assembly, protest, and lawful observation of law
72 enforcement activities.
73

74 **Section 3. City Policy on Use of Resources**

75 It is the policy of the City of Lynnwood that no City funds, facilities, property, equipment,
76 or personnel shall be used to investigate, enforce, cooperate with, or assist in the investigation or
77 enforcement of any federal registration or surveillance programs, or any other laws, rules, or
78 policies that target individuals solely on the basis of race, religion, immigration or citizenship

status, or national or ethnic origin, except where required by state or federal law or pursuant to a lawfully issued court order.

Section 4. Implementation and Executive Direction

The City Council urges the Mayor to direct City department directors to engage in clear and consistent policy communication with their staff across all City operations—including but not limited to, Public Works, Parks and Recreation facilities, the Police Department, and City Hall—to ensure that policies and procedures consistent with this Resolution are established and implemented. The Mayor is further urged to take reasonable administrative, operational, and budgetary actions necessary to support implementation and ensure compliance with applicable state law and the commitments expressed in this Resolution.

Section 5. Community-Oriented Policing and Officer Accountability

The City Council requests that the Chief of Police review existing policies and procedures and, within one month of adoption of this Resolution, consider any necessary changes that establish clear direction for incidents involving unidentifiable individuals engaging in potential immigration enforcement activities within the City.

Section 6. Access to Information and Community Outreach

The City Council further urges the Mayor to prioritize directing appropriate City staff to develop and maintain accessible, up-to-date immigration-related resources for residents, community members, and businesses, including:

- Information on legal rights and protections;
- Links to trusted legal, social service, and community resources;
- Information on tenants' rights, workers' rights, language access services, and emergency services; and
- Outreach efforts designed to ensure accessibility through multilingual materials and partnerships with community-based organizations.

Section 7. Effective Date

This Resolution shall take effect immediately upon adoption.

This Resolution shall be in full force and effect from and after its adoption and approval.

PASSED by the City Council the _____ day of _____, 2026.

APPROVED:

119
120
121
122
123
124
125
126

George Hurst, Mayor

ATTEST/AUTHENTICATED:

Darcy Kirschner, Interim City Clerk

DRAFT

CITY COUNCIL
CITY OF LYNNWOOD
CITY COUNCIL

TITLE: Contract Supplement: 40th Ave W Water Tank Improvements

DEPARTMENT CONTACT: Michael Whaley, Public Works

SUMMARY:

Contract supplement with RH2 Engineering to provide engineering services for construction management support related to the 40th Ave W Water Tank Improvements Project.

PRESENTER:

Michael Whaley, Project Manager and David Mach, City Engineer

ESTIMATED TIME:

0

BACKGROUND:

This contract supports design and construction elements that are necessary for improvements to Lynnwood's 40th Ave W water tanks facility as part of the 40th Ave W Water Tanks Improvement Project. Water tank improvements involved seismic upgrades, overflow modifications, interior recoating, exterior coating repairs, and lighting improvements. The frontage upgrades included construction of new sidewalk and curbing, HMA paving, a new driveway approach, storm drain installation, landscaping, security fencing and lighting.

Currently, the project is undergoing warranty repair work to correct deficiencies related to the tanks outer shell and interior steel plate floor sheeting. This contract supplement will add \$140,000.00 to the previously approved consultant contract of \$561,200.00 for a new total of \$701,200.00. This supplement should provide enough budget to cover consultant engineering services through project completion. Many of these expenses are anticipated to be recovered through the prior construction contract.

SUGGESTED ACTION:

Authorize the Mayor to enter into and execute on behalf of the City, a contract supplement of \$140,000.00 with RH2 Engineering for consultant services related to the 40th Ave Water Tank Improvements Project, in an amount not to exceed a total contract value of \$701,200.00.

PREVIOUS COUNCIL ACTIONS:

May 8, 2023, Business Meeting Item 10C, Consultant Contract Supplement: Water Tanks Improvements

FUNDING:

The project costs are consistent with the adopted (2025-2026) biennial budget and are anticipated to be consistent with future budgets.

This will be paid from Utility Fund 412. There is no impact to the General Fund.

VISIONS AND PRIORITIES ALIGNMENT:

The Lynnwood Community Vision states that the City is to “be a welcoming city that builds a healthy and sustainable environment.” The 40th Ave W Water Tanks Improvements Project supports that vision and results in an important improvement to the City’s infrastructure that links City of Lynnwood programs, policies, comprehensive plans, mission, and ultimately the Community Vision. This project provides vital upgrades to our potable water infrastructure supporting a healthy and sustainable environment for all citizens.

DEPARTMENT ATTACHMENTS

Description:

CITY COUNCIL
CITY OF LYNNWOOD
CITY COUNCIL

TITLE: Additional Construction Contract Authority:40th Ave Water Tank Repairs

DEPARTMENT CONTACT: Michael Whaley, Public Works

SUMMARY:

Authorize additional construction contract authority with T. Bailey, LLC. for repair work associated with tank floor sheet steel plating.

PRESENTER:

Michael Whaley, Project Manager and David Mach, City Engineer

ESTIMATED TIME:

0

BACKGROUND:

The City of Lynnwood owns and operates two (2) steel water storage tanks. Welding repair work is required for one of them to maintain normal operability. It was recently discovered that additional welding work would be required to facilitate the repairs necessary to make the west tank operable again. The City issued an invitation to bid on November 4, 2025, with the Engineers Estimate for the project totaling \$131,393. At the November 24, 2025 business meeting, Council approved the construction contract with T. Bailey, LLC in an amount of \$146,213.00.

After construction work started earlier this year, additional damaged steel plates were discovered in the floor of the tank. These additional steel plates will also need to be repaired/replaced. This request is for additional contract authority of \$50,000.00 for making these repairs. This increases the total contract value to \$196,213.00.

SUGGESTED ACTION:

Authorize additional construction contract authority for the Water Tank Repair project contract with T. Bailey, LLC for welding repair work associated with the 40th Ave W Water Tank facility, increasing the previously approved contract value of \$146,213.00 to a new total contract value not to exceed \$196,213.00.

PREVIOUS COUNCIL ACTIONS:

November 24, 2025, Business Meeting Item 10J, Bid Award: 40th Ave Tank Repairs

FUNDING:

The project costs are consistent with the adopted (2025-26) biennial budget and are anticipated to be consistent with future budgets.

This project is budgeted out of Fund 412. There is no impact to the City's General Fund.

VISIONS AND PRIORITIES ALIGNMENT:

The Lynnwood Community Vision state that the City is to “be a welcoming city that builds a healthy and sustainable environment.” The Water Tank Repair project supports that vision and results in important maintenance to the City’s infrastructure that links City of Lynnwood programs, policies, comprehensive plans, mission, and ultimately the Community Vision. This project provides infrastructure supporting a healthy and sustainable environment for all citizens.

DEPARTMENT ATTACHMENTS

Description:

CITY COUNCIL
CITY OF LYNNWOOD
CITY COUNCIL

TITLE: Memo for Future Action: Unified Development Code Miscellaneous Update 2

DEPARTMENT CONTACT: Zack Spencer, Development and Business Services

SUMMARY:

The proposed ordinance provides revisions to the UDC and related code sections to improve the implementation of development regulations.

PRESENTER:

Zack Spencer, Planner; Karl Almgren AICP, Community Planning Manager

ESTIMATED TIME:

0

BACKGROUND:

Attached to this coversheet is a memo summarizing the proposed revisions.

SUGGESTED ACTION:

Review the provided staff memo in preparation for the Public Hearing scheduled for March 9, 2026.

PREVIOUS COUNCIL ACTIONS:

On June 23, 2025, City Council adopted Ordinance 3481, Unified Development Code.
On November 10, 2025, City Council adopted Ordinance 3492, UDC MISC Update 1

VISIONS AND PRIORITIES ALIGNMENT:

HO Policy 1.3 Periodically review the Zoning Code (Title 8 LMC) to remove unnecessary development obstacles and to allow greater innovation in design and construction.
HO Policy 2.1 Support affordable home ownership and rental opportunities by promoting, through supportive development regulations, an increased supply of lower-cost housing.

DEPARTMENT ATTACHMENTS

Description:

[Memo for Future Action.pdf](#)

[Attachment 1 Draft Code Changes \(Redlines\) 03.02.2026](#)

[Attachment 2 Draft Ordinance 03.02.2026](#)

Staff Memo: LMC Title 8 - Miscellaneous Update 2
Memo for Future Action**Staff Contacts:**

Zack Spencer, Planner

Karl Almgren, AICP, Community Planning Manager

Background:

The City Council adopted Title 8, Unified Development Code (Ordinance 3481) as a response to state policies related to housing and to keep alignment with multiple Lynnwood strategic plans. Following adoption of Title 8 in June and during implementation, clarifications were identified during permit review resulting in the need for clarification. Trailing updates were expected during the drafting of the UDC. This is the second of the expected updates.

On February 12, 2026, the Planning Commission held a public hearing for the draft ordinance and voted to recommend approval following two earlier briefings.

Summary:

Since adoption of the Unified Development Code, staff have identified areas of code that require amendment for clarity or correction. This is the second of subsequent updates that make minor amendments to Title 8 and other related chapters of the Municipal Code.

This second round of revisions include:

- Changes to maps to reflect recent city annexation.
- Clarification on ground floor use requirements in the PCD zone.
- Adjusting accessory buildings and structures regulations;
 - Clarifying types and quantities of permitted accessory structures
 - Clarifying the permitted uses of shipping containers
- Clarifications on the processing of Development Agreements.
- Regulations to allow unit lot subdivisions in the RN zone for all middle housing typologies.
- Clarification of height limits for properties in City Center.
- General clarifications to allow for easier use of the code.

These changes will aid in smoother processing of development applications and simpler implementation of the code. The proposed code changes can be found in the Proposed Code Changes Document, Attachment 1 and the Draft Ordinance Document, Attachment 2.

Next Steps:

On March 9, 2026, City Council will hold a public hearing and make consideration of the draft ordinance on March 23, 2026.

Attachments:

1. Draft Code Changes (Redlines) 03.02.2026
2. Draft Ordinance 03.02.2026

LMC Miscellaneous Update 2- Proposed Redline Code Changes

Planning Commission Public Hearing 03.03.26

The below sections are the locations of and changes to Title 8 of the Lynnwood Municipal Code (LMC) Title 8. Text **in red and underlined** is a proposed addition to the code, while text ~~in red and struck~~ is proposed to be removed. Click the hyperlinks in the Table of Contents below to navigate to specific code sections.

Table of Contents

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[LMC Section 8.30.0420 City center \(CC\).](#)

[LMC Section 8.30.0450 Planned commercial development \(PCD\).](#)

[LMC Section 8.30.0530 Highway 99 mixed-use \(HMU\).](#)

[LMC Section 8.30.0540 Neighborhood commercial \(NC\).](#)

[LMC Section 8.30.0550 General commercial \(GC\).](#)

[LMC Section 8.30 Article VIII Accessory Buildings, Structures, and Garages.](#)

[LMC Section 8.30.0940 Building Setbacks.](#)

[LMC Section 8.35.0265 Utilities and communications.](#)

[LMC Section 8.35.0310 Residential.](#)

[LMC Section 8.40.0240.C Location and Type of Required Landscape Transition Buffer.](#)

[LMC Section 8.40 Article IV Service and Refuse Collection Areas.](#)

[LMC Section 8.40.0620 Bicycle Parking Requirements.](#)

[LMC Section 8.40.0730 Residential Off-Street Parking Requirements.](#)

[LMC Section 8.40.0790 Residential Parking Standards.](#)

[LMC Section 8.90.0200 Summary of Authority.](#)

[LMC Section 8.90.0310 General Overview of Permit Process.](#)

[LMC Section 8.90.0550 Unit lot Subdivisions.](#)

[LMC Section 8.90.0720 Project Development Review.](#)

[LMC Section 8.90.0810 Alternative Compliance Request.](#)

[LMC Section 8.99.250 Definitions A-Z.](#)

[LMC Title 21 Zoning.](#)

LMC Section 1.12.010 Specifications for Posting Documents.

All ordinances, notices or other matters required by law to be publicly posted by the city of Lynnwood, and notices for all boards, commissions or agencies thereof, shall be posted for the period required by law in the following public places:

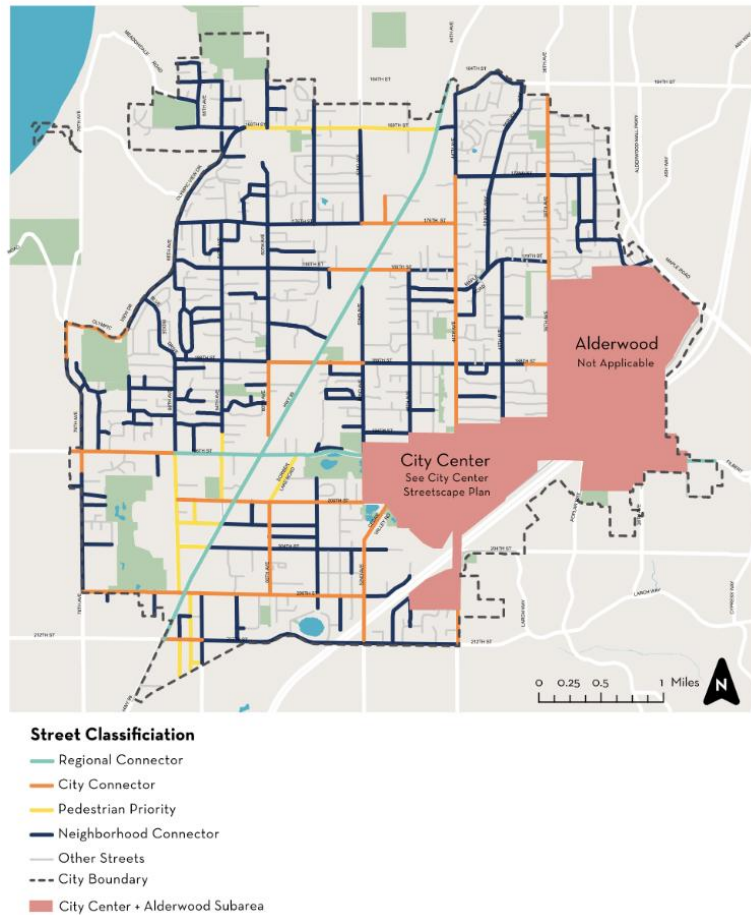
- A. Lynnwood City Hall, ~~Administration Building, Civic Center,~~ 19100 44th Avenue W, Lynnwood, Washington;
- ~~B. Lynnwood North Administration Building, 19000 44th Ave W, Lynnwood, Washington;~~
- ~~B. Lynnwood City Library, 19200 44th Avenue W, Lynnwood, Washington;~~
- C. Lynnwood Recreation Center, 18900 44th Avenue W, Lynnwood, Washington; and
- ~~D. Lynnwood Development and Business Services, 20816 44th Ave W, Lynnwood, Washington.~~
- ~~D. Lynnwood City Library, 19200 44th Avenue W, Lynnwood, Washington.~~

LMC Section 1.40.020 Enforcement.

- A. Whenever the city has cause to believe that a violation of LMC Titles 5, 6, 7, 8, 9, 10, 12, 15, 16, 17, 18, and 21 has been or is being committed, this code shall be enforced, according to applicable law, by the department director responsible for administering that title, as provided herein. Unless provided otherwise in this chapter, department directors may act through code enforcement officers.
- B. Entry. Whenever necessary to make an inspection to enforce or determine compliance with provisions of LMC Titles 5, 6, 7, 8, 9, 10, 12, 15, 16, 17, 18, and 21, or whenever the city has cause to believe that a violation of any provision of the above-referenced titles has been or is being committed, the department director may, if such building, structure, or property is occupied, present identification credentials, state the reason for the inspection and request entry. If consent to enter is not given or the building, structure, or property is unoccupied, the department director may commence an enforcement action.
- C. Each day, or portion thereof, in which a violation continues constitutes a separate offense for which separate notices of violation may be issued or other enforcement actions taken, including criminal citations.
- D. Responsibility for violations of the codes enforced under this chapter is joint and several, and the city is not prohibited from taking action against a person where other persons may also be potentially responsible for a violation; nor is the city required to take action against all persons potentially responsible for a violation.

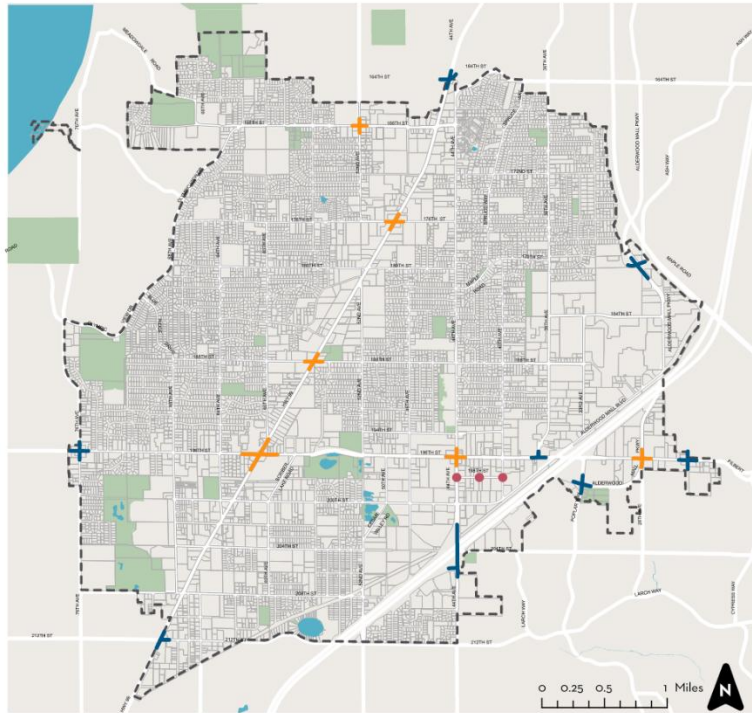
LMC Section 8.20.0210 List of street types.

Map 8.20.01 was revised to include recent annexation boundary. No other changes were made.



LMC Section 8.20.0510 Gateways and prominent intersections.

Map 8.20.02 was revised to include recent annexation boundary. No other changes were made.



Intersection Classifications

- Gateway Intersection
- Prominent Intersection
- Celebratory Corners
- Parcels
- - - Lynnwood City Limits

LMC Section 8.30.0120 Applicability.

Zoning district standards apply based on the types of project activities proposed, as shown in Table 8.30.02. Project activities are **defined described** in Chapter 8.99 LMC. More than one project activity may apply to a proposed project (for example, an expansion of an existing use may include both an addition and a facade modification).

Table 8.30.02.

Project Activities

District Standards	Subdivision	New Construction	Addition	Site Modification	Facade Modification	Change of Use	Renovation
Lot Size	✓	○	○	○	○	○	○
Density	○	✓	✓	○	○	✓	✓
Building Coverage	○	✓	✓	✓	○	○	○
Building Placement	○	✓	✓	○	○	○	○

Project Activities

District Standards	Subdivision	New Construction	Addition	Site Modification	Facade Modification	Change of Use	Renovation
Parking Location	☐	✓	✓	✓	☐	☐	☐
Building Height	☐	✓	✓	☐	☐	☐	☐
Building Massing	☐	✓	✓	☐	☐	☐	☐
Entrances	☐	✓	✓	☐	✓	☐	☐

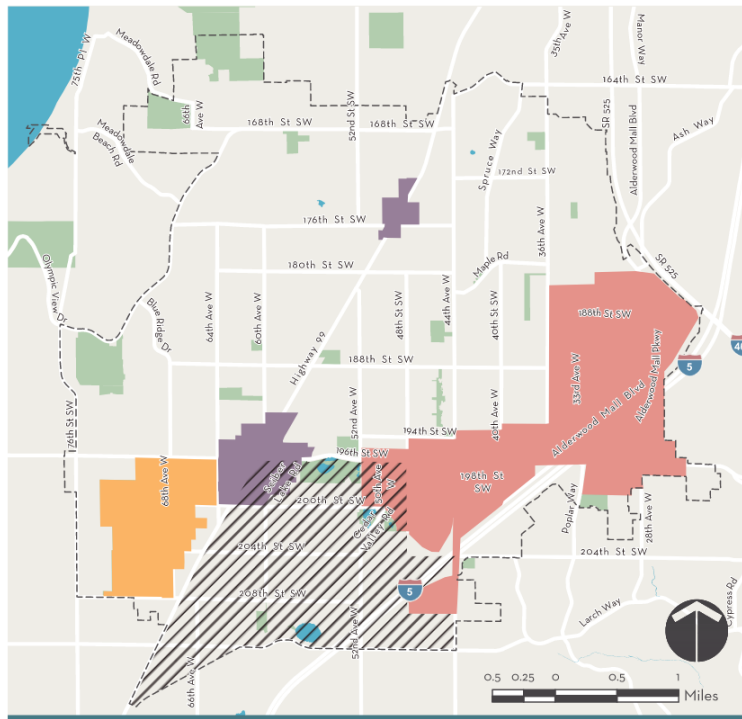
KEY: ✓ = Standards generally apply
 ○ = Standards do not apply

A. Exemption.

1. Maintenance and Repair.

- a. Activity done to correct the deterioration, decay of, or damage to, any part of a building, structure, or lot, that does not involve a change or modification of the existing design, outward appearance or applicable zoning requirements.
- b. In-kind replacement of deteriorated or damaged parts of a building is considered maintenance and repair.
- c. Maintenance and repair includes repair of site components such as parking lots or landscaping.
- d. Includes modification to necessary to meet fire, life safety, and ADA requirements.

Map 8.30.01 was revised to include recent annexation boundary. No other changes were made.



LMC Section 8.30.0420 City center (CC).

A. *Intent.*

1. The CC district implements the subarea plan adopted in 2005, which planned for a strong, distinctive city center district that encourages the development of residential and commercial uses while promoting public transit, walking, and rolling mobility.
2. The city center zone is meant to be the heart of Lynnwood and provides for mid- and high-rise mixed-use, commercial, and residential development with active street-level building frontages.
3. Development is expected to contribute a variety of plazas, squares, courtyards, parks, and other public spaces and parking is primarily structured and out of view from the street.

B. *Purpose.*

1. To create a distinct, strong identity for the city center, producing a heart for Lynnwood that is surrounded by solid neighborhoods.
2. To provide opportunities to increase the city's tax base, thereby helping to fund public improvements and public services.
3. To encourage private and public investment, attract shoppers and visitors, and appeal to existing and new residents.

4. To produce a concentration and a mixture of commercial, office, retail, residential, and civic uses within the city center.
5. To develop a city center that supports pedestrian movement and [use](#) of public transit.
6. To implement both the city's comprehensive plan and the subarea plan.
7. To promote attractive streetscapes and urban green spaces.

C. *Use Limitations.*

1. Ground floor principal uses in all city center zones shall be occupiable space.
2. Structured parking may occupy the ground floor of a building; provided, that the parking does not occupy more than 40 percent of the ground floor space facing a street frontage.
 - a. In such instances, the remaining portion of the building facing the street shall consist of occupiable space.
3. For buildings that directly front the Promenade Street or 42nd Avenue West, no less than 40 percent of the lineal frontage of any building shall be occupied by a permitted, commercial use.

Table 8.30.27.

Building Height—CC	
Minimum Building Height	
Minimum building height (stories / ft)	3/30
Maximum Building Height	
Buildings 150 ft or less from the RN zone	35 ft
Buildings 150 ft or less from the RM-45 zone	75 ft
North of a line 360 ft north of the centerline of 196th St. SW	140 ft
West of 44th Avenue W	140 ft
East of 36th Avenue W	140 ft
From the centerline of 196th St. SW north up to but not exceeding a distance of 360 ft	240 ft
All other portions of the city center zone	350 ft

D. *Additional Building Height Standards*

Table 8.30.27.

Building Height – CC	
Minimum Building Height	
Minimum building height (stories / ft)	3/30
Maximum Building Height	
Buildings <u>(or sections of buildings)</u> 150 ft or less from the RN zone	35 ft
Buildings <u>(or sections of buildings)</u> 150 ft or less from the RM-45 zone	75 ft
North of a line 360 ft north of the centerline of 196th St. SW	140 ft
West of 44th Avenue W	140 ft
East of 36th Avenue W	140 ft
From the centerline of 196th St. SW north up to but not exceeding a distance of 360 ft	240 ft
All other portions of the city center zone	350 ft

1. Uses predominantly characterized as places of public assembly featuring auditoriums or meeting facilities, including but not limited to religious institutions, movie or performing arts theaters, symphony halls and convention facilities, shall have a minimum building height of 30 feet and no minimum story requirement.
2. *Exception.* Single-story buildings as “jewel retail” are be permitted within master planned developments of at least eight acres when approved with a development agreement.
3. Mechanical penthouses, stair/elevator overruns, and antennas are excluded from building height calculation, provided they are no more than 20 feet above the roof deck.
4. Building height may be increased by up to 20 percent for a nonhabitable, architectural roofline element. This allowance does not apply within 150 feet from a residential zone.

Note- No changes to Sections E-G

LMC Section 8.30.0450 Planned commercial development (PCD).

- A. *Intent.* The PCD district is focused on commercial and mixed-use residential development and makes up the remaining portions of the regional growth center. The PCD zone is intended to allow and encourage commercial development of contiguous parcels under multiple ownership, while allowing for potential residential development.
- B. *Development Standards.*

Table 8.30.36.

Development Standards – PCD	
Lot Standards and Building Form	
Minimum Density	40 Dwelling Units per Acre
Maximum Density	None
Minimum Lot Area	None
Minimum Lot Width	None
Maximum Building Height	None
Minimum Street Setback	None
Minimum Interior Setback	10 ft
Amenity Space	
In mixed-use developments, nonresidential amenity space may also be counted as residential shared amenity space, provided the space conforms to requirements for both categories.	
Residential or Nonresidential	1% of Floor Area
Minimum of Smallest Dimension	10-ft radius

C. Multifamily Structure (6+ Units).

1. When located in the PCD zone, multifamily structures must meet the following requirements:

- a. At least 40 percent of the ground floor space facing the building exterior must be occupiable space.**
- b. At least 20 percent of the total ground floor space facing a public street must be occupied by a commercial use of a minimum depth of 30 feet.**

LMC Section 8.30.0530 Highway 99 mixed-use (HMU)

A. *Intent.* The HMU district is intended to implement the Highway 99 subarea plan, which envisions pedestrian-oriented retail of local and regional significance and multifamily living opportunities. The district promotes mixed-use development centered around Highway 99's prominent intersections, focusing on bringing walkable and bikeable mixed-use development areas into the Highway 99 corridor.

B. *Lot, Parking, and Access.*

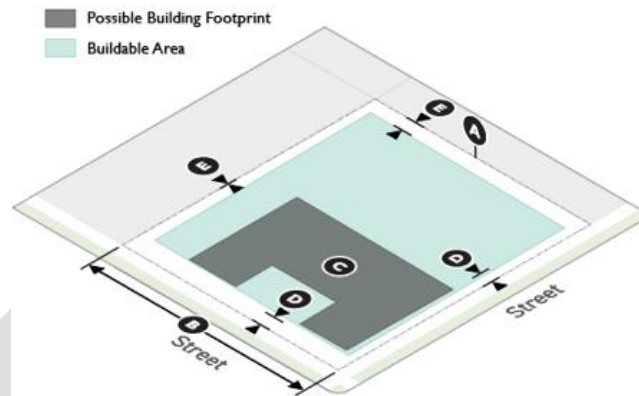


Table 8.30.41.

Lot – HMU		
Lot Size		
A	Minimum Lot Area	None
B	Minimum Lot Width	None
Lot Coverage		
C	Maximum Building Coverage	90%
Building Placement		
D	Minimum Street Setback	10 ft
D	Maximum Street Setback	20 ft

Lot – HMU

E Minimum Interior Setback 10 ft

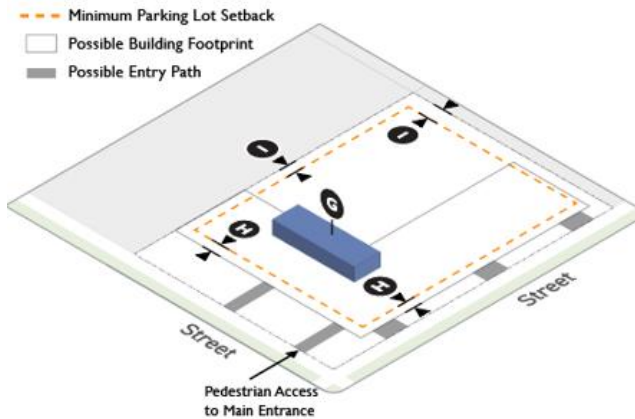


Table 8.30.42.

Parking and Access – HMU

Pedestrian Access

A walkway must connect the sidewalk to the main entrance.

Bicycle Parking

For developments with fewer than 20 units, bike storage must be secured and enclosed outdoors, within a secured bike room, or within the units in a designated area. For developments with 20 or more units, bike storage must be within a secure bike room, or within the units in a designated area.

G	Minimum Bike Parking Spaces	See LMC 8.40.0620(F)
---	-----------------------------	----------------------

Vehicle Access

If access is available from an alley which is open to traffic, there will be no access allowed from the street. If allowed, a maximum of 1 curb cut is permitted per 200' of frontage, up to 2 total per lot.

Parking Lot Location

Parking and Access – HMU

H	Minimum Street Setback (behind facade closest to street)	5 ft
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I	Minimum Interior Setback	5 ft
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C. Amenity Space and Building Form.

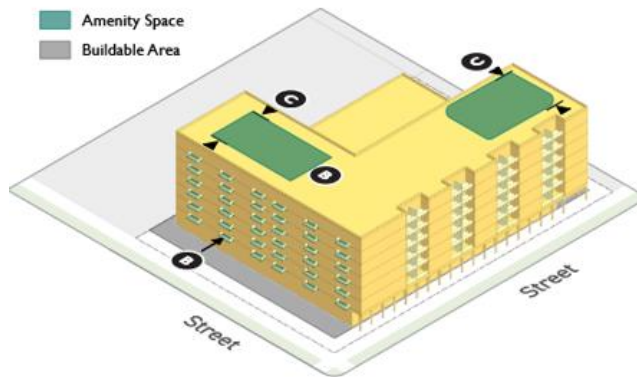


Table 8.30.43.

Amenity Space – HMU

Amenity Space Required

In mixed-use developments, nonresidential amenity space may also be counted as residential shared amenity space, as long as the space conforms to requirements for both categories.

Nonresidential	Shared
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A	Minimum Area	4% of floor area
---	--------------	------------------

Residential	Shared	Private
-------------	--------	---------

A	Minimum Area (at grade)	50 sq ft per unit	64 sq ft per unit
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B	Minimum Area	20 sq ft per unit	30 sq ft per unit (exterior)
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Amenity Space – HMU

(in or on
structure)

C	Minimum of Smallest Dimension	10 ft radius (exterior)	8 ft at grade
		10 ft width (interior)	5 ft on structure

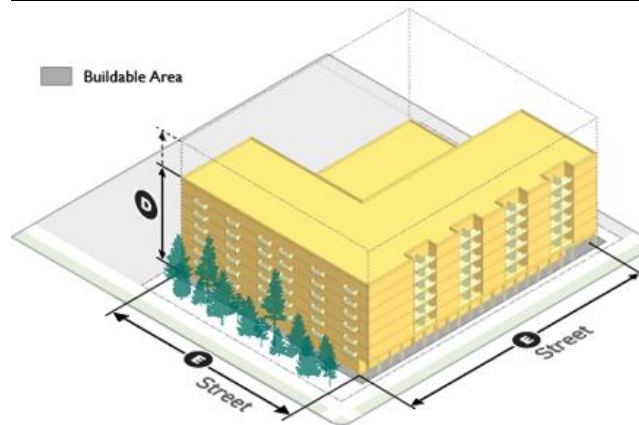


Table 8.30.44.

Building Form – HMU

Height

D	Maximum Building Height (stories/feet)	8/90 ft
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Massing

	Maximum Floor Area Ratio	3.5
--	--------------------------	-----

E	Maximum Building Width	275 ft
---	------------------------	--------

F	Maximum Street-Facing Entry Spacing	40 ft
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LMC Section 8.30.0540 Neighborhood commercial (NC).

A. *Intent.* The NC district allows for small businesses, professional offices, and mixed-use residential development and is typically located near or within residential neighborhoods to serve the everyday needs of the surrounding neighborhood.

B. *Lot, Parking, and Access.*

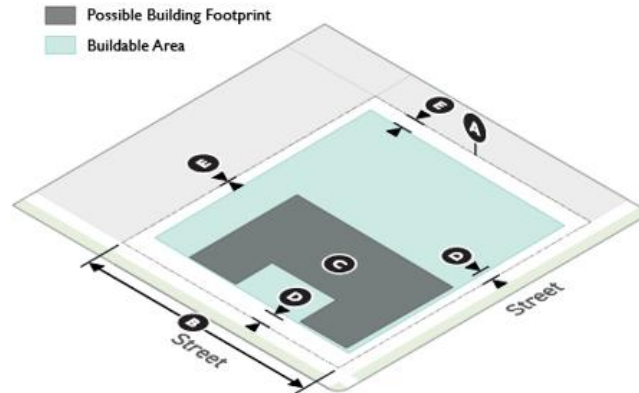


Table 8.30.45.

Lot – NC		
Lot Size		
A	Minimum Lot Area	None
B	Minimum Lot Width	None
Lot Coverage		
C	Maximum Building Coverage	90%
Building Placement		
D	Minimum Street Setback	10 ft
D	Maximum Street Setback ⁽¹⁾⁽²⁾	20 ft
E	Minimum Interior Setback	10 ft

(1) Does not apply to Cottage Housing developments

(2) Development which includes multiple buildings may locate building(s) outside of the maximum street setback only when at least 75% of the linear street frontage includes building located within the minimum/maximum setback.

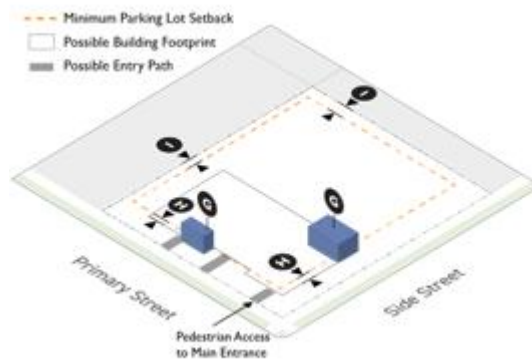


Table 8.30.46.

Parking and Access – NC		
Pedestrian Access		
A walkway must connect the sidewalk to the main entrance.		
Bicycle Parking		
For developments with fewer than 20 units, bike storage must be secured and enclosed outdoors, within a secured bike room, or within the units in a designated area. For developments with 20 or more units, bike storage must be within a secure bike room, or within the units in a designated area.		
G	Minimum Bike Parking Spaces	See LMC 8.40.0620(F)
Vehicle Access		
If access is available from an alley which is open to traffic, there will be no access allowed from the street. If allowed, a maximum of 1 curb cut is permitted per 200 ft of frontage, up to 2 total per lot.		

Parking and Access – NC		
Parking Lot Location		
H	Minimum Street Setback	
	(behind facade closest to street)	5 ft
I	Minimum Interior Setback	5 ft

C. Amenity Space and Building Form.

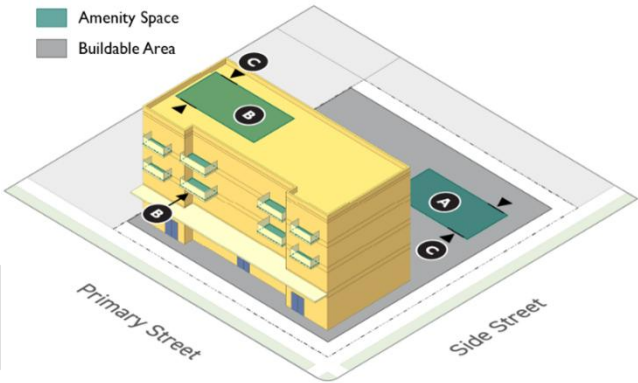


Table 8.30.47.

Amenity Space – NC
Amenity Space Required
Amenity space is only required for residential portions of development and may be provided within the building, at grade as shared or private space, on the structure as private balconies, enclosed sun porches, roof decks, or as a combination of these. If a combination of amenity space types is used, each space must conform to the applicable standards. Units with access to private amenity

Amenity Space – NC

space will be exempt from calculations for shared amenity space.

	Residential	Shared	Private
A	Minimum Area (at grade)	50 sq ft per unit	64 sq ft per unit
B	Minimum Area (in or on structure)	20 sq ft per unit	30 sq ft per unit (exterior)
C	Minimum of Smallest Dimension	15 ft radius (exterior) 12 ft width (interior)	8 ft at grade 6 ft on structure

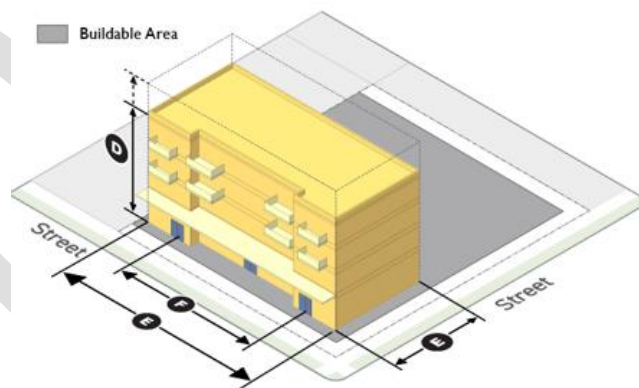


Table 8.30.48.

Building Form – NC

Height

Building Form – NC

D	Maximum Building Height (stories/feet)	4/45 ft
---	--	---------

Massing

	Maximum Floor Area Ratio	3.0
--	--------------------------	-----

E	Maximum Building Width	175 ft
---	------------------------	--------

F	Maximum Street-Facing Entry Spacing	40 ft
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LMC Section 8.30.0550 General commercial (GC)

A. *Intent.* The general commercial zone supports a variety of commercial retail uses, with a smaller focus on residential uses. The CG zone is mostly centered between Highway 99's major intersections.

1. If a multifamily structure or mixed-use development is being constructed in the general commercial zone, the development will follow zoning standards set in LMC 8.30.0530, Highway 99 mixed-use.

B. *Lot, Parking, and Access.*

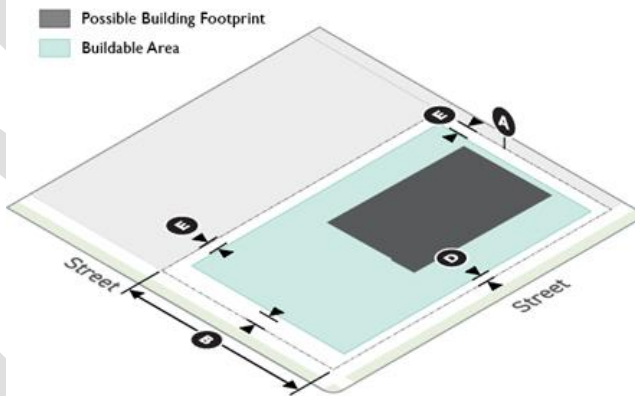


Table 8.30.49.

Lot – GC		
Lot Size		
A	Minimum Lot Area	None
B	Minimum Lot Width	None
Lot Coverage		

Lot – GC		
----------	--	--

C	Maximum Building Coverage	90%
---	---------------------------	-----

Building Placement		
--------------------	--	--

D	Minimum Street Setback	10 ft
---	------------------------	-------

E	Minimum Interior Setback	10 ft
---	--------------------------	-------

Table 8.30.50.

Parking and Access – GC		
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Pedestrian Access		
-------------------	--	--

A walkway must connect the sidewalk to the main entrance.

Bicycle Parking		
-----------------	--	--

For developments with fewer than 20 units, bike storage must be secured and enclosed outdoors, within a secured bike room, or within the units in a designated area. For developments with 20 or more units, bike storage must be within a secure bike room, or within the units in a designated area.

G	Minimum Bike Parking Spaces	See LMC 8.40.0620(F)
---	-----------------------------	----------------------

Vehicle Access		
----------------	--	--

If access is available from an alley which is open to traffic, there will be no access allowed from the street. If allowed, a maximum of 1 curb cut is permitted per 200 ft of frontage, up to 2 total per lot.

Parking Lot Location		
----------------------	--	--

H	Minimum Street Setback	5 ft
---	------------------------	------

I	Minimum Interior Setback	5 ft
---	--------------------------	------

C. Amenity Space and Building Form.

Table 8.30.51.

Amenity Space – GC		
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Amenity Space Required		
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Amenity Space – GC

In mixed-use developments, nonresidential amenity space may also be counted as residential shared amenity space, as long as the space conforms to requirements for both categories.

Nonresidential	Shared
A Minimum Area	1% of floor area

Table 8.30.52.

Building Form – GC

Height

D Maximum Building Height (stories/feet)	8/90 ft
--	---------

Massing

E Maximum Building Width	275 ft
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Maximum Street-Facing Entry Spacing	40 ft
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LMC Section 8.30 Article VIII Accessory Buildings, **Structures**, and Garages.

8.30.0810 General Standards.

A. The following section applies to residential uses only. For all other uses, see citywide design guidelines.

1. ~~A~~-Garages.

- Attached garages will be included in building footprint calculations. Detached garages will be regulated as accessory buildings.

2. ~~B~~-Accessory Buildings and Structures.

- Accessory buildings do not include habitable dwelling units.
- Only one Type ~~12~~ building or structure is permitted per unit.
- All other accessory buildings and structures must meet Type ~~12~~ requirements.
- Any number of Type ~~12~~ buildings are allowed, provided the primary dwelling unit and all Type ~~12~~ buildings do not exceed ~~lot coverage limit~~ relevant floor area ratio standards.

Table 8.30.56.

Development Standards	Type 1	Type 2
Maximum Building Footprint	64 sf	480 sq ft per unit
Maximum Height	8 ft	15 ft
Minimum Street Setback ¹	5 ft	10 ft

~~(behind facade closest to street)~~

Minimum Interior Setback

1 ft

5 ft

Accessory buildings must be located behind the primary structure façade closest to the street.

B. Shipping Containers

1. Shipping containers or other similar storage units as defined in LMC 8.99.0250 are not permitted as accessory structures, except for industrial uses or when located in Public and Institutional Zone.
 - a. Shipping containers may otherwise be used as storage for an ongoing construction project with active, issued permits.
2. Commercial properties may place a shipping container on site for no more than 90 days within a 12-month period outside of an active building permit.
3. Shipping containers may be used as a building if found to be in compliance with applicable design standards set forth in LMC 8.45.

LMC Section 8.30.0940 Building Setbacks.

A. Applicability.

1. The building setback requirements apply to all lots.

B. Standards.

1. *Minimum Setbacks.* All buildings and structures on a lot must be located at or behind the minimum building setback specified by the zoning district, unless listed as an exception elsewhere in this chapter.

C. Measurement.

1. All building setbacks are measured perpendicular to the applicable lot line.
2. Where a lot line abuts an access easement, the administrator will determine whether the setback may be measured from the interior edge of the access easement rather than the lot line.
3. Street setbacks are measured from the structure to the street lot line.
4. Interior setbacks are measured from the side and rear interior lot line.

D. Exceptions

1. Limited Encroachments Street and/or Interior Setbacks. The following are allowed to project no more than two feet into street and/or interior setbacks:
 - a. Cornices.
 - b. Eaves.
 - c. Gutters (including rain barrels 50 gallons or less).
 - d. Chimneys.
 - e. Decks less than 30 inches in height.
 - f. Bay windows.
2. Limited Encroachments Interior Setbacks. The following are allowed to project no more than two feet into the interior setback:
 - a. Heat pumps / Air Conditioner Units.
 - ~~b. A/C units.~~
 - b. Generators.
 - ~~d. Cornices.~~
 - ~~e. Eaves.~~
 - ~~f. Gutters.~~

- g. ~~Chimneys.~~
h. ~~Decks less than 30 inches in height.~~
i. ~~Bay window.~~
j. ~~Type 1 accessory structures.~~

LMC Section 8.35.0265 Utilities and communications

Table 8.35.12.

Utilities and Communications	RN	MHP	RM-45	City Center	Alderwood	ACC	PCD	NC	CG	HMU	CDM	LI	P-I	OSP
Recycling and Compost Processing	-	-	-	-	-	-	-	-	-	-	-	C	C	-
Battery Backup Facilities	-	-	-	-	-	-	-	-	C	-	-	C	C	-
Solar Facilities	-	-	-	-	-	-	-	-	C	-	-	C	C	-
Sewer Lift Stations	P	P	P	P	P	P	P	P	P	P	P	P	P	P
Open Detention Ponds	P	P	P	-	-	-	-	P	P	P	P	P	P	P
Other Utility Facilities	-	-	-	-	-	-	-	-	C	-	-	P	P	P
Wastewater Treatment Plant	-	-	-	-	-	-	-	-	-	-	-	-	P	P

Utilities and Communications	RN	MHP	RM-45	City Center	Alderwood	ACC	PCD	NC	CG	HMU	CDM	LI	P-I	OSP
WCOM Attached	P	P	P	P	P	P	P	P	P	P	P	P	P	-
WCOM Detached (less than 300 ft from residential)	<u>C</u>	<u>C</u>	<u>C</u>	C	C	C	C	C	C	C	C	C	C	<u>P</u>
WCOM Detached (300 ft or more from residential)	<u>C</u>	<u>C</u>	<u>C</u>	P	P	P	P	P	P	P	P	P	P	<u>P</u>
Other Communications Facilities	-	-	-	-	-	-	-	-	C	-	-	P	P	P
Limitations on Utility and Communication Uses are identified in LMC <u>8.35.0365</u>														

LMC Section 8.35.0310 Residential.

- A. *Home Occupations.* [No Change]
- B. *Vehicle Maintenance and Repair.* [No Change]
- C. *Co-Living.* [No Change]
- D. *Adult Assisted Living.* [No Change]
- E. *Temporary Outdoor Encampments and Extreme Weather Shelters.* [No Change]
- F. *Keeping Certain Animals as Pets.* [No Change]
- ~~G. *Shipping containers or other similar storage units are not permitted as accessory structures in residential zones.*~~

LMC Section 8.40.0240.C Location and Type of Required Landscape Transition Buffer.

- A. Transition buffers are intended to enhance the physical character of Lynnwood's lower-density residential neighborhoods while ensuring compatibility of adjacent higher-density development.
- B. Transition buffers also protect and maintain environmental quality through thoughtful incorporation of trees and landscaping.

- C. Transitions are required along interior lot lines where abutting lots fall into different zoning districts, as noted in the following table. Transition buffers are not required for districts not listed.

Table 8.40.27. Location and Type of Required Landscape Buffer

Zone of the Subject Property		Zone Abutting the Subject Property					
		RN	RM-45	ACC	NC	CDM	P-I
Residential Zones	Residential Neighborhood (RN)	Medium -	-	-	-	-	-
	Manufactured Home Park (MHP)	Medium	-	-	-	-	-
	Residential Multifamily (RM-45)	Medium	-	-	-	-	-
RGC Zones	City Center (CC)	High	Medium	-	-	-	-
	Alderwood (A)	High	Medium	-	-	-	-
	Alderwood City Center Transition (ACC)	-	-	-	-	-	-
	Planned Commercial Development (PCD)	High	Medium	-	-	-	Medium
	College District Mixed Use (CDM)	-	Medium	-	-	-	-
Mixed-Use Zones	Hwy 99 Mixed-Use (HMU)	High	Medium	-	-	-	-
	Neighborhood Commercial (NC)	Medium	Medium	-	-	-	Medium

Zone of the Subject Property		Zone Abutting the Subject Property					
		RN	RM-45	ACC	NC	CDM	P-I
	General Commercial (CG)	High	Medium	-	-	-	Medium
Industrial Zones	Light Industrial (LI)	High	High	Low	Low	Low	Medium
Public Zones	Public-Institutional (P-I)	Medium	-	-	-	-	-
	Open Space and Parks (OSP)	Medium	-	-	-	-	-

LMC Section 8.40 Article IV ~~Service and Refuse~~ and Recycling Collection Areas.

no changes to code, only to title

LMC Section 8.40.0620 Bicycle Parking Requirements.

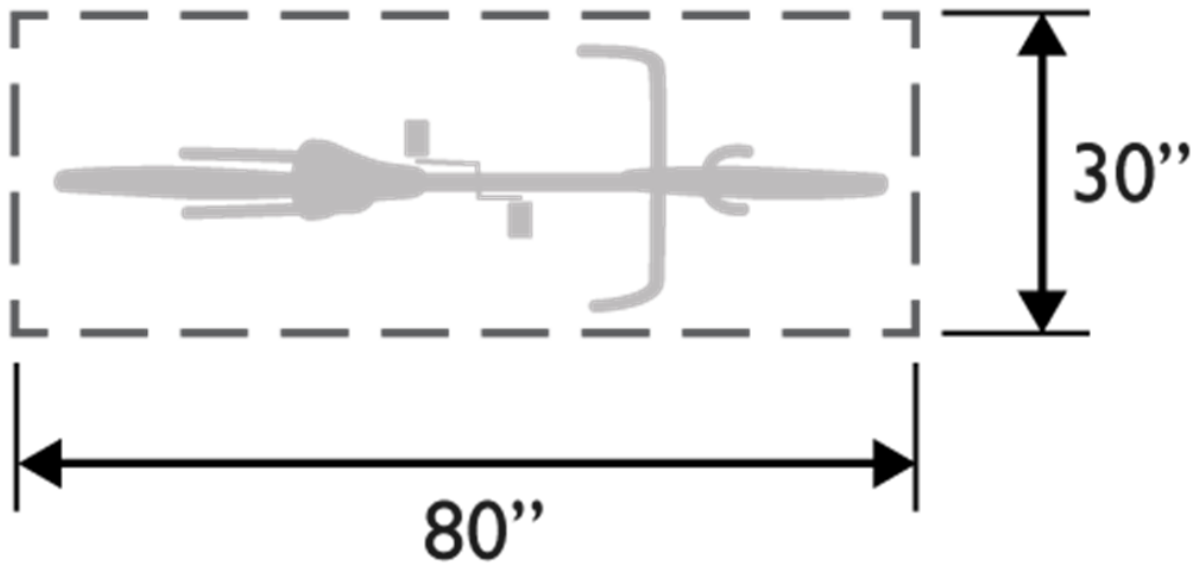
A. Bicycle Parking Requirements.

1. Bicycle parking must be provided as required by the district standards, the rules of interpretation, and the following standards:
 - a. Bicycle parking must be located within 100 feet to the building or facility entrance(s) and clustered in lots not to exceed 20 stalls each.
 - b. Bicycle parking must be located in highly visible, well-lighted areas to minimize theft and vandalism.
 - c. Bicycle facilities cannot impede pedestrian or vehicle circulation. Wherever possible bicycle parking should be incorporated into building design or street furniture.
 - d. If bicycle parking is side-by-side in rows, there must be an access aisle at least six feet wide to the front or rear of each stall.
 - e. Bicycle parking areas within auto parking areas must be separated by a physical barrier such as curbs, wheel stops, stanchions, fences, or similar to protect bicycles from damage by cars.
 - f. See below for the dimensional standards for ~~bicycle~~bicycle parking areas.

B. Space Size.

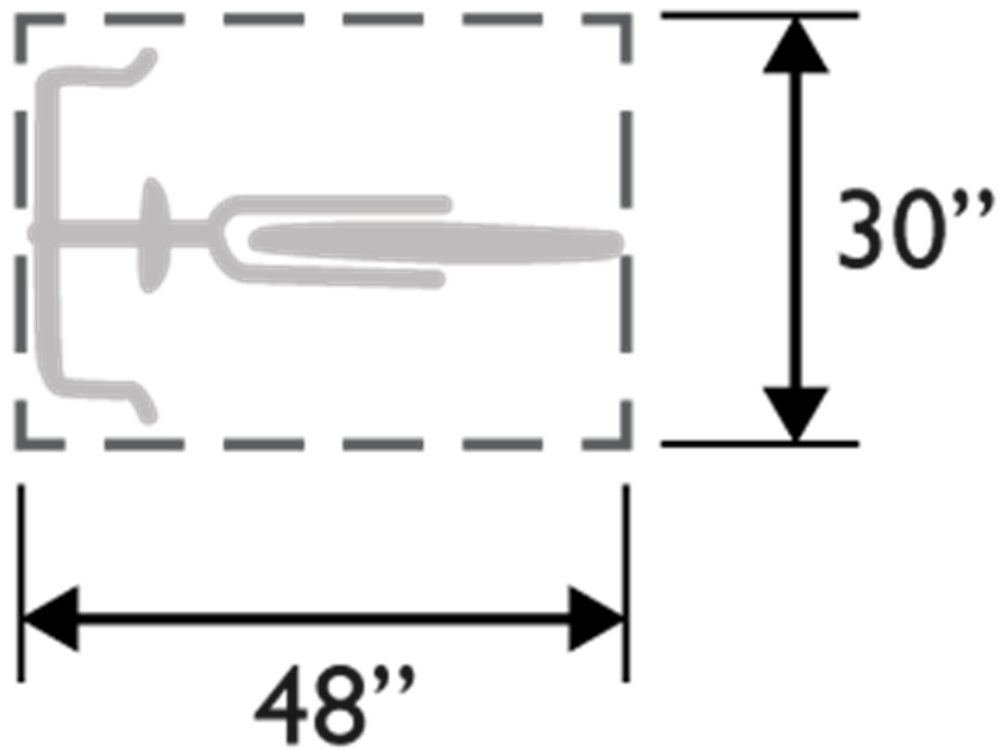
1. When provided individually, one bike parking space will be at least 80 inches long by 30 inches wide, with the assumption the bike will be stored horizontally.

I spaces (horizontal storage)



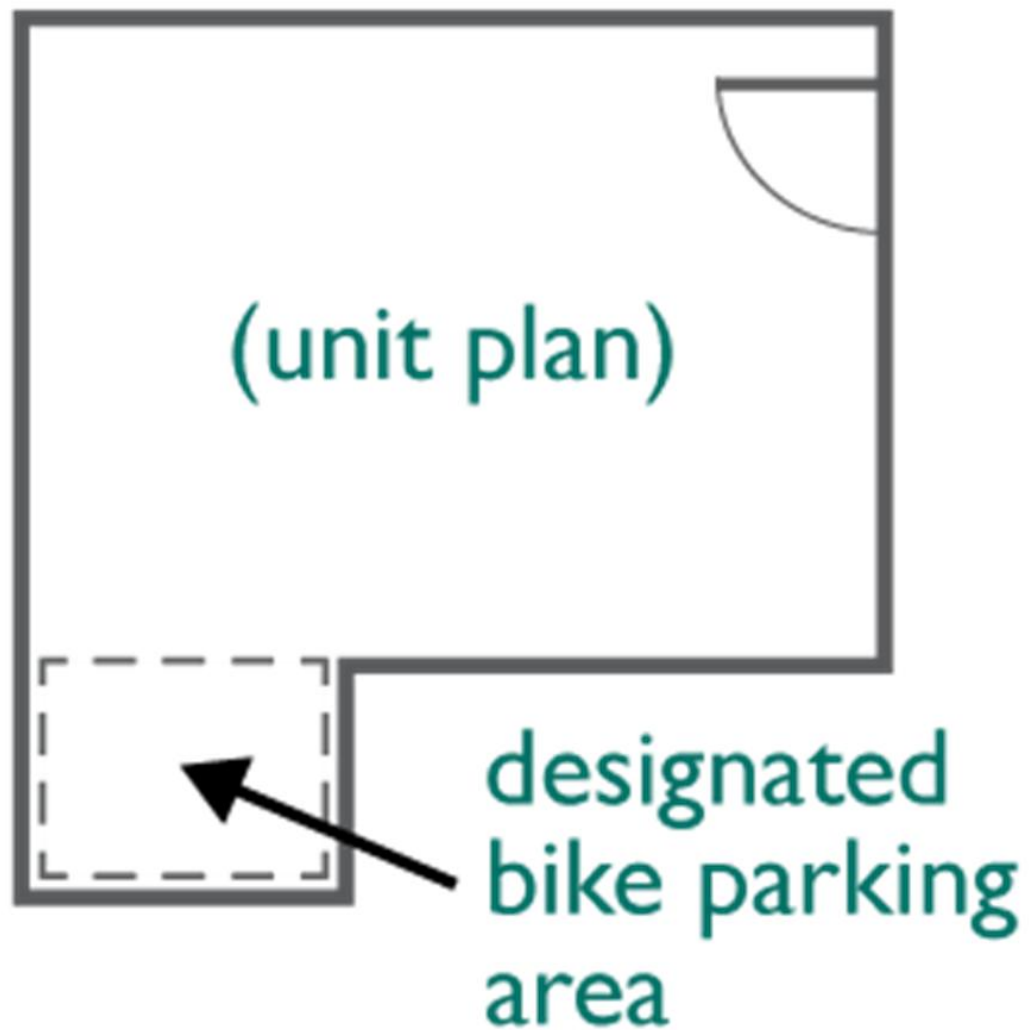
2. When provided individually, one-half bike parking space will be at least 48 inches long by 30 inches wide, with the assumption the bike will be stored vertically.
 - a. Vertical storage requires necessary hardware for the bike to be hung on a wall or rack, or equivalent.

.5 space (vertical storage)



C. *In Units.*

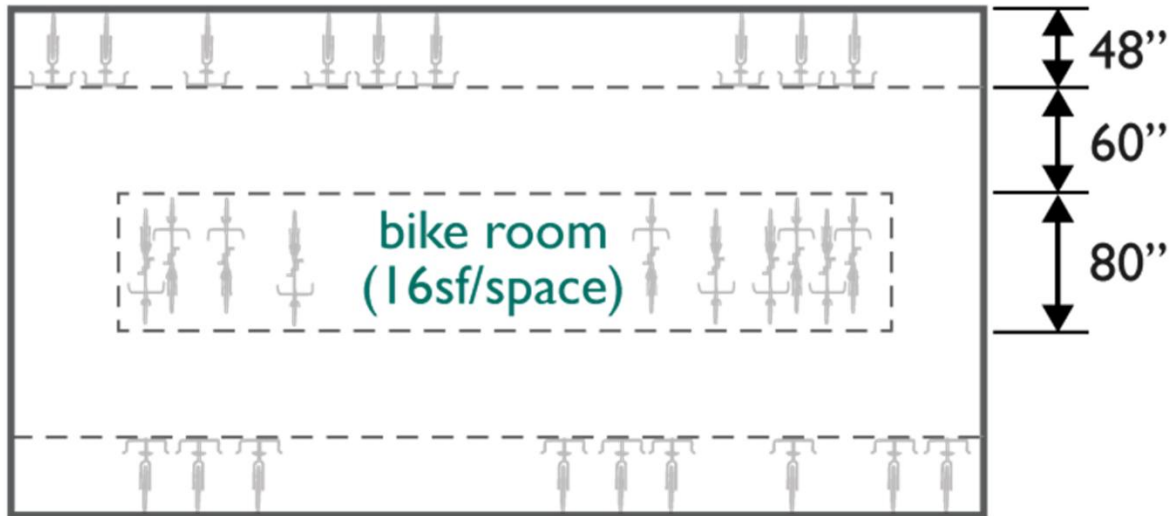
1. When provided within the unit, at least one-half bike parking spaces are required in each unit, measured according to this code, and including the necessary hardware.
2. One whole bike parking space is encouraged when bike parking is provided within the unit, but is not required.



D. *Bike Room.*

1. When bike parking is provided within a bike room, outdoor bike corral, or in a similar collective manner, required bike parking spaces may be measured individually, or as a collective square footage.
 - a. If measured collectively, one bike parking space will be equivalent to 16 square feet, and one-half bike parking spaces will be equivalent to eight square feet.
 - b. It is recommended that bike room layouts utilize the dimensions set forth in this code, or similar. Generous storage solutions for cargo bikes and charging stations for electric bikes are encouraged.

multiple bikes (example layout)



E. Access.

1. All bike storage on upper levels of buildings must be accessible by elevator, regardless of size, type, or configuration.

F. Minimum Bike Parking Spaces.

1. The following minimum requirements must be provided:

Use	Minimum Requirement
Stand Alone Multifamily Housing	0.5 spaces per unit
Mixed Use Multifamily Housing	0.5 spaces per unit
Stand Alone Commercial	1 space per 4,000 SF
Mixed Use Commercial	1 space per 4,000 SF

2. The above-listed minimum bike parking requirements may be deviated if approved by the administrator based on the following criteria:

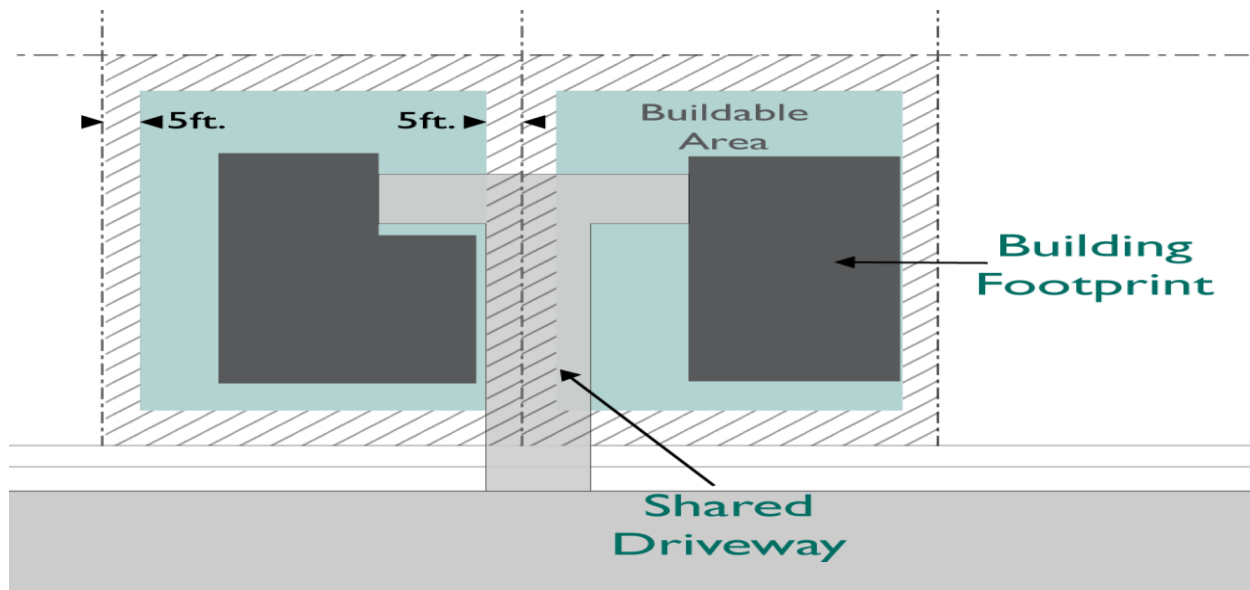
- a. Requirements are reduced to no ~~more~~less than 20 percent of the original requirement.
- b. The land use supports a specific population who are less likely to utilize bicycles than the general community (ex., senior housing, or similar uses).
- c. Adequate provisions are provided for future bicycle parking area if the land uses change in the future.

LMC Section 8.40.0730 Residential Off-Street Parking Requirements.

A. Parking Stall Dimensions.

1. The minimum residential parking stall dimensions are ~~eight~~8 feet by 17.5 feet, notwithstanding:
 - a. Parking stalls that must conform to ADA requirements.

- b. Provisions for turning radius, as may be required elsewhere in the LMC.
 - 2. Required parking stalls may be oriented in a tandem parking style.
 - a. "Tandem" is defined as having two or more vehicles, one in front of or behind the others with a single means of ingress and egress.
- B. *Parking Stall Location.*
 - 1. The required parking stalls may be enclosed or unenclosed.
 - 2. On-site parking must meet any requirements of the zone where the proposed parking is located.
 - 3. Unless the proposal utilizes the off-site provisions of this article, off-street parking must be located on the same lot or an adjoining lot or lots to the property being served.
 - a. Residential parking stalls located on another property must be within 100 feet of the property being served and not separated from the property by a street.
 - 4. If compliance with tree retention requirements would make a proposed residential development or redevelopment infeasible, the affected parking stalls will not be required as a condition of permitting the development.
- C. *Parking Stall Materials.*
 - 1. All required parking surfaces must utilize materials of long-term durability, such as:
 - a. Asphalt.
 - b. Concrete.
 - c. Grasscrete.
 - d. Pavers, bricks, or interlocking stone.
 - e. Other similar surfaces, as approved by the administrator.
 - 2. Gravel, dirt, and other loose surfacing materials are not permitted.
 - a. Where existing legally nonconforming gravel surfacing in designated parking areas is present, a maximum of six parking spaces may be maintained to meet parking requirements.
- D. *Single-Family and Middle Housing Parking.*
 - 1. Driveways may be located within setbacks.
 - 2. Use of pervious paving, "grasscrete" or similar materials for driveways and parking areas is encouraged. Paving of driveways and parking areas with wheel strips only (sometimes referred to as "ribbon driveways," "Hollywood," or "California" driveways) is permitted for up to three units on a lot (including parking required for accessory units), however driveway aprons and other areas within the public right-of-way must be paved in accordance with city standards.
 - 3. Other dimensional requirements for residential driveways are in Chapter 8.30 LMC.
 - 4. Tandem parking may be utilized to fulfill parking requirements.
 - 5. Shared driveways are permitted. Shared driveways must be at least 12 feet wide and must meet the other requirements for driveways in Chapter 8.30 LMC.



E. Multifamily Parking.

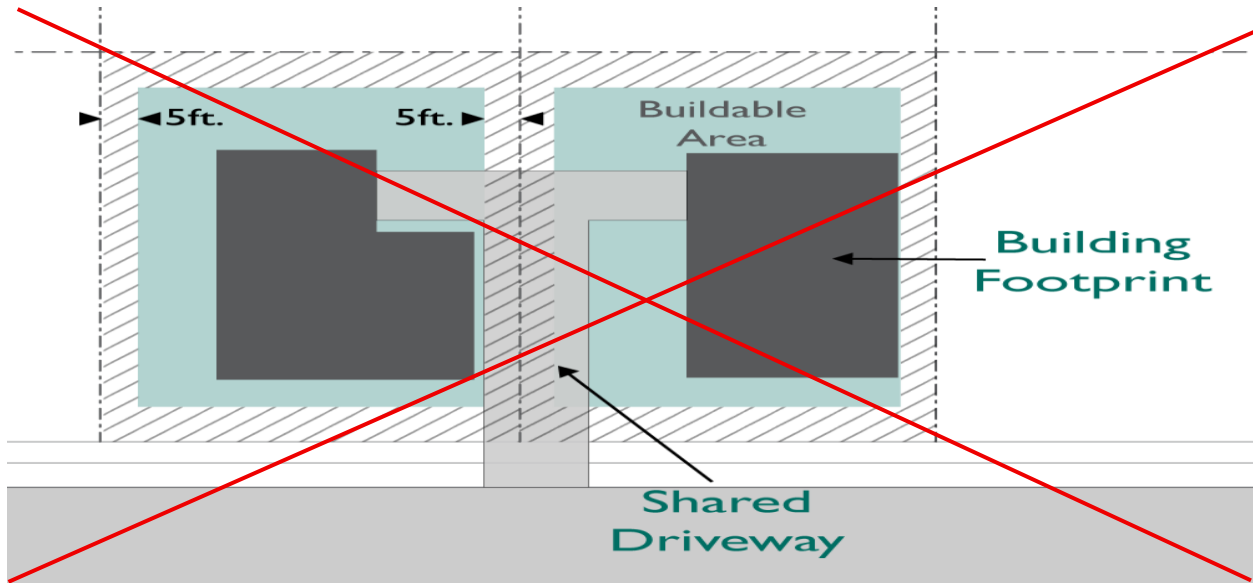
1. In the RM-45 zone, 10 percent of the required parking may be in tandem parking; provided, that the area in which the tandem parking is located is designated on an approved site plan and that they are assigned by the management; or, 10 percent of the parking stalls required may be located in a separate parking lot utilized only for recreation vehicles, provided the area does not encroach on front, side, and rear yard setbacks.
2. Open carports, sheltering parking stalls, and canopies or covered walkways leading from carports or other parking areas to building entrances, are not included in determining lot coverage under this section. This exemption does not apply to any enclosed or walled area. Carports must be no more than 15 feet above the parking surface and must meet setbacks and other development standards of the applicable zone.

LMC Section 8.40.0790 ~~Residential Parking Standards Reserved.~~

~~A. Single-Family and Middle Housing Parking.~~

- ~~1. Driveways may be located within setbacks.~~
- ~~2. Use of pervious paving, "grasscrete" or similar materials for driveways and parking areas is encouraged. Paving of driveways and parking areas with wheel strips only (sometimes referred to as "ribbon driveways," "Hollywood," or "California" driveways) is permitted for up to three units on a lot (including parking required for accessory units), however driveway aprons and other areas within the public right-of-way must be paved in accordance with city standards.~~
- ~~3. Other dimensional requirements for residential driveways are in Chapter 8.30 LMC.~~
- ~~4. Tandem parking may be utilized to fulfill parking requirements.~~

5. ~~Shared driveways are permitted. Shared driveways must be at least 12 feet wide and must meet the other requirements for driveways in Chapter 8.30 LMC.~~



~~B. Multifamily Parking.~~

1. ~~In the RM 45 zone, 10 percent of the required parking may be in tandem parking; provided, that the area in which the tandem parking is located is designated on an approved site plan and that they are assigned by the management; or, 10 percent of the parking stalls required may be located in a separate parking lot utilized only for recreation vehicles, provided the area does not encroach on front, side, and rear yard setbacks.~~
2. ~~Open carports, sheltering parking stalls, and canopies or covered walkways leading from carports or other parking areas to building entrances, are not included in determining lot coverage under this section. This exemption does not apply to any enclosed or walled area. Carports must be no more than 15 feet above the parking surface and must meet setbacks and other development standards of the applicable zone.~~

LMC Section 8.90.0200 Summary of Authority.

The following table summarizes the approval authority of the city's review bodies and officials that implement and administer this Unified Development Code.

Table 8.90.01.

	Administrator	Hearing Examiner	Planning Commission	City Council
MAP OR TEXT AMENDMENT				

	Administrator	Hearing Examiner	Planning Commission	City Council
UDC Text Amendment	–	–	R-PH	D-PH
Future Land Use Map Amendment	–	–	R-PH	D-PH
Rezoning	–	–	–	–
Site-Specific	R	D-PH	–	–
Area-Wide	–	–	R-PH	D-PH
Planned Unit Development	R	D-PH	–	–
Development Agreement	–	–	<u>R-PH*</u>	D-PH
SUBDIVISION				
Preliminary Subdivision, Full Plat	R	D-PH	–	–
Preliminary Subdivision, Short Plat	D	A	–	–
Final Plat	D	A	–	–
Boundary Line Adjustment, Lot Combination	D	A	–	–
Binding Site Plan	D	A	–	–
Lot Split (Reserved)	–	–	–	–
Plat Vacation	R	D-PH	–	–
USE APPROVAL				
Conditional Use Permit	<u>DR</u>	<u>AD-PH</u>	–	–
Temporary Use Permit	D	A	–	–
STEP Housing	D	A	–	–
Essential Public Facility (Local)	–	D-PH	–	–

	Administrator	Hearing Examiner	Planning Commission	City Council
Essential Public Facility (Regional and State)	–	–	–	D-PH
DEVELOPMENT APPROVAL				
Building Permit	D	A	–	–
Project Development Review	D	A	–	–
WCF Eligible Facilities Request	D	A	–	–
VARIANCE AND OTHER REQUESTS				
Variance	R	D-PH	–	–
Administrator Interpretation	D	A	–	–
Historic Property Adjustment or Waiver (Recommendation by Lynnwood’s History and Heritage Board)	D	A	R	–
KEY: D = Decision	R = Recommendation	R-PH = Recommendation with public hearing	D-PH = Decision with public hearing	A = Appeal

*Required for development agreements which include a master plan for sites larger than 5 acres.

LMC Section 8.90.0310 General Overview of Permit Process.

Table 8.90.03.

	Type 1a	Type 1b	Type 1c	Type 2	Type 3
Preapplication Meeting	Optional, but encouraged				
Notice of Completeness	Yes	Yes	Yes	Yes	Yes

	Type 1a	Type 1b	Type 1c	Type 2	Type 3
Notice of Application	–	–	Yes	Yes	Yes
SEPA Determination	Varies, refer to Chapter <u>17.02</u> LMC				
Open Record Public Hearing	–	–	–	Yes	Yes
Notice of Hearing	–	–	–	Yes	Yes
Recommendation Maker	–	–	–	Administrator	Planning Commission*
Decisionmaker	Administrator	Administrator	Administrator	Hearing Examiner	City Council
Decision Timeline	Varies	65 days	100 days	170 days	Varies
Notice of Decision	–	–	Yes	Yes	–
Administrative Appeal	Hearing Examiner	Hearing Examiner	Hearing Examiner	–	–
Judicial Appeal	Superior Court				
Note:	“–” = the item is not applicable or not required.				

*Required for development agreements which include a master plan for sites larger than 5 acres.

LMC Section 8.90.0550 Unit lot Subdivisions.

A. *Applicant.* A unit lot subdivision may be initiated by any property owner, or authorized agent of the owner, of the city of Lynnwood.

B. *Applicability.*

1. A unit lot subdivision is to divide land ~~for townhouses, mixed townhouses, or cottage housing,~~ into fee simple residential lots or tracts for the purpose of sale, lease, or transfer of ownership.

2. A unit lot subdivision may be sought with concurrent with SEPA, Planned Unit Development, Project Design Review, Development Engineering or other similar site-plan development review. ~~or if the development has previously been approved and is valid.~~

a. When applied for concurrently, the Unit Lot Subdivision process may replace other processes and permit types which would be redundant. In no case may a Unit Lot Subdivision remove SEPA or public notice which would otherwise be required.

i. Project Example I: A 24,000 square foot lot zoned Residential Neighborhood (RN) which can yield four lots and a total 16 housing units would be required to provides a Project Design Review, Short Subdivision, Unit Lot Subdivision, Development Engineering Permit, and Building Permit(s). When applied concurrently with a Development Engineering Permit, the Unit Lot Subdivision which provides Notice of Application for Public Comment, Notice of Public Hearing, Public Hearing, and Notice of Decision, and Appeal Period. In this case, the Unit Lot Subdivision may replace the Project Design Review, and Short Subdivision as these two applications do not increase the development yield nor do they provide for any additional increased public review or staff review.

ii. Project Example II: A 12,000 square foot lot constrained by wetlands which can yield 6 housing units could use a Planned Unit Development (PUD) and would be required to provide a Critical Areas Permit, Short Subdivision, Unit Lot Subdivision, Development Engineering Permit, and Building Permit(s).

C. *Procedures.* A unit lot subdivision is a project permit and is processed through two applications. The first application is to obtain preliminary approval depending on the number of lots and tracts being created. The second application is a final subdivision.

1. For a unit lot subdivision seeking to divide or redivide land into nine or fewer lots or tracts, preliminary approval is processed under LMC 8.90.0350, Administrator decisions – Project permits with public notice. Final approval is processed under LMC 8.90.0340, Administrator decisions – Project permits with no public notice.

2. For a unit lot subdivision seeking to divide or redivide land into 10 or more lots or tracts, preliminary approval is processed under LMC 8.90.0360, Hearing examiner review. Final approval is processed under LMC 8.90.0340, Administrator decisions – Project permits with no public notice.

D. *Decision Criteria.*

1. The administrator will approve or approve with conditions, when a subdivision has demonstrated compliance with the preliminary unit lot subdivisions decision, adopted codes and standards. If an application has been unable, or an applicant appears unwilling, to demonstrate compliance with adopted codes and standards, the administrator will deny the application. The administrator's decision criteria will be based on LMC 8.90.0340 as well as the following criteria:

a. The proposal conforms with the comprehensive plan, shoreline master program, and other city-adopted plans;

b. Provisions have been made for water, storm drainage, erosion control and sanitary sewage disposal for the land division that are consistent with current standards and plans adopted in city code, ordinance, or resolution;

c. Provisions have been made for roads, utilities, street lighting, street trees, and other improvements that are consistent with the zoning code, adequate public facilities requirements, and engineering standards;

d. Provisions have been made for dedications, easements, and reservations where applicable;

e. The proposal complies with the relevant requirements of the zoning code and all other relevant local regulations:

i. ~~Townhouse, mixed townhouse, and cottage housing developments may be subdivided into individual unit lots.~~ The development must meet the development standards

applicable to the underlying site development plan. As a result of the subdivision, development on individual unit lots may be nonconforming as to some or all of the development standards of this title based on analysis of the individual unit lot, except that any private open space for each dwelling unit must be provided on the same lot as the dwelling unit.

ii. Unit lot area and width per unit for purposes of subdivision may be as small as the coverage of the individual unit.

iii. Portions of the parent site not subdivided for individual unit lots shall be owned in common by the owners of the individual unit lots, or by a homeowners association comprised of the owners of the individual unit lots located within the parent site.

iv. Access easements, joint use and maintenance agreements, and covenants, conditions and restrictions identifying the rights and responsibilities of property owners and/or the homeowners association must be executed for use and maintenance of common garage, parking, and vehicle access areas; on-site recreation areas; landscaping; underground utilities; common open space; exterior building facades and roofs; and other similar features, which are to be recorded with the county auditor's office.

v. A unit lot subdivision must make adequate provisions for ingress, egress, and utilities access to and from each unit lot created by reserving such common areas or other easements over, under, and across the parent site as deemed necessary to comply with all other design and development standards generally applicable to the underlying site development plan, and such easements are to be recorded with the county auditor's office.

f. Provisions have been made for such open spaces, parks and recreation, playgrounds, schools and school grounds and all other relevant facts, including sidewalks and other planning features that assure safe walking conditions for students who only walk to and from school; and the public use and interest will be served by the platting of such land division and dedication.

2. For applications subject to LMC 8.90.0550(C)(2), the hearing examiner will approve or approve with conditions a preliminary unit lot subdivisions plat when the application has demonstrated compliance with LMC 8.90.0360 and the following criteria:

a. The proposal conforms with the comprehensive plan, shoreline master program, and other city-adopted plans;

b. Provisions have been made for water, storm drainage, erosion control and sanitary sewage disposal for the land division that are consistent with current standards and plans adopted in city code, ordinance, or resolution;

c. Provisions have been made for roads, utilities, street lighting, street trees, and other improvements that are consistent with the zoning code, adequate public facilities requirements, and engineering standards;

d. Provisions have been made for dedications, easements, and reservations where applicable;

e. The proposal complies with the relevant requirements of the zoning code and all other relevant local regulations:

i. ~~Townhouse, mixed townhouse, and cottage housing developments may be subdivided into individual unit lots.~~ The development must meet the development standards applicable to the underlying site development plan. As a result of the subdivision, development on individual unit lots may be nonconforming as to some or all of the development standards of this title based on analysis of the individual unit lot, except that any private open space for each dwelling unit must be provided on the same lot as the dwelling unit.

- ii. Unit lot area and width per unit for purposes of subdivision may be as small as the coverage of the individual unit.
 - iii. Portions of the parent site not subdivided for individual unit lots shall be owned in common by the owners of the individual unit lots, or by a homeowners association comprised of the owners of the individual unit lots located within the parent site.
 - iv. Access easements, joint use and maintenance agreements, and covenants, conditions and restrictions identifying the rights and responsibilities of property owners and/or the homeowners association must be executed for use and maintenance of common garage, parking, and vehicle access areas; on-site recreation areas; landscaping; underground utilities; common open space; exterior building facades and roofs; and other similar features, which are to be recorded with the county auditor's office.
 - v. A unit lot subdivision must make adequate provisions for ingress, egress, and utilities access to and from each unit lot created by reserving such common areas or other easements over, under, and across the parent site as deemed necessary to comply with all other design and development standards generally applicable to the underlying site development plan, and such easements are to be recorded with the county auditor's office.
- f. Appropriate provisions are made for:
 - i. The public health, safety, and general welfare and for such open spaces, drainage ways, streets or roads, alleys or other public ways, transit stops, potable water supplies, sanitary wastes, parks and recreation, playgrounds, schools and school grounds and all other relevant facts, including sidewalks and other planning features that assure safe walking conditions for students who only walk to and from school; and
 - ii. The public use and interest will be served by the platting of such land division and dedication.
- 3. The administrator will approve or approve with conditions when a final unit lot subdivision has demonstrated compliance with the preliminary unit lot subdivision decision, adopted codes and standards. If an application has been unable, or an applicant appears unwilling, to demonstrate compliance with adopted codes and standards, the administrator will deny the application.
- E. *Expiration.*
 - 1. Preliminary unit lot subdivisions are valid for 60 months and may be extended for up to 12 months.
 - 2. Final unit lot subdivisions are valid for 90 days and will not be extended.

LMC Section 8.90.0720 Project Development Review

- A. *Applicant.* A project development review (PDR) may be initiated by any property owner, or authorized agent of the owner, of the city of Lynnwood.
- B. *Applicability.*
 - 1. Project development review is required for all new development, expansion of existing structures, or other exterior site improvements that will modify the physical conditions of a site involving at least one of the following:
 - a. Nonresidential construction of 3,000 square feet or more of new gross floor area;
 - b. Residential construction of 12 or more dwelling units;
 - i. Residential construction projects utilizing concurrent review of Unit Lot Subdivision may not be required a Project Development Review per LMC 8.90.0550.B.2.

- c. Construction of any surface or structured parking facility on undeveloped land or expanding the surface area of existing parking with 20 or more new parking spaces; or
 - d. Any phased development where the total construction during any eight-consecutive-year period after the first construction permit is issued that meets the development thresholds set forth in subsections (B)(1)(a) through (B)(1)(c) of this section.
 - 2. Development, expansion of existing structures, or other exterior site improvements that does not meet the minimum of subsections (B)(1)(a) through (B)(1)(d) of this section should be incorporated and acted on as part of another permit decision but may be acted on as a standalone decision.
- C. *Procedures.*
- 1. Project development review subject to subsection (B)(1) of this section will be processed under the general application provisions in LMC 8.90.0320, and Type 1c administrator decision project permits requiring public notice in LMC 8.90.0350.
 - 2. Project development review subject to subsection (B)(2) of this section should be incorporated under another permit decision. If any property owner, or authorized agent of the owner, requests independent approval of a project development review, the request will be processed under the general application provisions in LMC 8.90.0320, and Type 1c administrator decision project permits requiring public notice in LMC 8.90.0350.
- D. *Decision Criteria.* The decision authority may approve or approve with conditions a site plan review if the proposal is consistent with all applicable development regulations, as adopted in the Lynnwood Municipal Code. If an application has been unable, or an applicant appears unwilling, to demonstrate compliance with adopted codes and standards, the administrator will deny the application.
- E. *Decision Criteria.*
- 1. The administrator may approve a project development review if:
 - a. It is consistent with the comprehensive plan.
 - b. It is consistent with all applicable provisions of this Unified Development Code.
 - c. It is consistent with any applicable design guidelines, adopted by this reference and incorporated in the provisions of the LMC, and this chapter as fully as if set forth here.
 - d. For development applications for remodeling or expansion of an existing development, it is consistent with those provisions in the applicable design guidelines identified by the administrator as being applicable. For such applications, the administrator may modify applicable design standards and guidelines to provide continuity between existing and new development or proposed phases of development.
 - 2. *Conditions of Approval.*
 - a. The administrator will include in the written decision any conditions and restrictions that are necessary to ensure compliance with the decisional criteria listed in subsection (B) of this section.
 - b. Except as specified in subsection (B) of this section, the applicant must comply with all aspects, including conditions and restrictions, of an approval granted under this process in order to engage in all activities authorized by that approval.
 - c. If a specific site configuration for the subject property was approved under this process or any quasi-judicial process, the applicant is not required to apply for and obtain approval through this process for a subsequent change in site configuration unless:
 - i. There is a change in use and this title establishes different or more rigorous standards for the new use than for the existing use; or
 - ii. The administrator determines that there will be substantial changes in the impacts on the neighborhood or the city as a result of the change.

d. The developer, its successor and/or subsequent owners and their agents will be responsible on a continuing basis for the life of the development for the maintenance of the site in compliance with the approval granted under this process in order to engage in all activities authorized by that approval.

F. *Modifications and Revisions.*

1. Amendments to an approved project development review decision will be processed as a Type 1b administrator decisions project permit with no public notice unless the amendment is a substantial modification, in which case the amendment is processed as a Type 1c administrator decisions project permit with public notice. Streetscapes must be designed to include a combination of facilities to serve pedestrians, cyclists and transit patrons, such as attractive lighting, awnings and canopies, seating, directional signage, information kiosks, designated street crossings, bus shelters, and/or other amenities to enhance the pedestrian environment.
2. Public sidewalks and/or trails, bikeways or greenbelt linkages must be provided to connect parks, municipal golf course, the college and other public areas frequented by the general public when the proposed development is on or adjacent to such planned facilities.

G. *Expiration.*

1. *General.*

- a. *Submittal of Complete Building Permit.* The applicant under this process must submit to the city a complete building permit application under this process within two years after the final decision on the matter, or the decision becomes void.
- b. *Construction Completion.* The applicant must substantially complete construction within five years after the final decision of the city on the matter, or the decision becomes void.
- c. If the hearing examiner's decision is appealed, the time limits of this section are automatically extended by the length of time between the commencement and final termination of the appeal. If the development activity approved under this process includes phased construction, the time limits of this section may be extended in the decision on the application to allow the completion of subsequent phases.

2. *Time Extension.*

- a. Prior to the expiration, the applicant may submit a written application in the form of a letter with supporting documentation to the development and business services department requesting a one-time extension of those time limits of up to one year.
 - i. The request must demonstrate that the applicant is making substantial progress on the development activity approved under this process; or
 - ii. Circumstances beyond the applicant's control prevent compliance with the time limits of LMC 8.90.0720.
- b. An application for an extension of time will be reviewed and decided upon by the administrator.
- c. Anyone who is aggrieved by the denying of a request for a time extension under this section may appeal that decision. The appellant must file a letter of appeal indicating how the decision on the time extension affects the appellant's property and presenting any relevant material or information supporting the appellant's contention. The appeal will be heard and decided upon using LMC 8.90.0330(D).

H. *Effect of Decision.* The applicant may not begin construction activity based on the decision until the third working day after the time to appeal has expired. If the decision is appealed, the applicant may not engage in any construction activity based on the decision until the third working day after the city issues a final decision on the matter. If the decision of the administrator is not appealed, that decision is the final decision of the city.

LMC Section 8.90.0810 Alternative Compliance Request.

- A. *Applicant.* An alternative compliance request may be initiated by any property owner, or authorized agent of the owner, of the city of Lynnwood when accompanied by a permit for construction.
- B. *Applicability.* Review of an alternative compliance request is a process for relief from the provisions of the Unified Development Code where substitute responsiveness to the provisions of the code supports the implementation of the comprehensive plan and can be fulfilled upon granting the request.
- C. *Applicable Procedure.* An alternative compliance request is formally initiated through a project narrative of the accompanied permit for construction. Certain requests may require a subsequent checklist to be submitted as part of the project narrative.
- D. *Limitations.* An alternative compliance request must not relieve an applicant of conformance to the Lynnwood Municipal Code. The alternative compliance request is limited only to Chapter 8.45 LMC, Design Standards.
- E. *Decision Criteria.* The administrator will review if the proposed alternative provides consistency with other adopted plans or policies.
- F. *Revisions and Modifications.* At the administrator's discretion, an alternative compliance request may be modified through the issuance of a new decision or through a reconsideration of a previous decision.
- G. *Expirations.* An approved alternative compliance request remains ~~in~~valid until the accompanying permit expires.

LMC Section 8.99.0250 Definitions A-Z.

Term	Definition
<u>Addition</u>	<u>Any construction or development activity that results in the creation of additional square footage a building, facility, or structure. This activity may involve grading, utility installation, and other site improvements.</u>
New Construction/Development	Any construction or development activity that results in the creation of a new building, facility, or structure. <u>This activity may involve grading, utility installation, and other site improvements.</u>

LMC Title 21 ZONING.

LMC ~~Title 21 ZONING~~ Title 21 ZONING – EXPIRED JUNE 30, 2025



ORDINANCE NO. _____

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF
LYNNWOOD, WASHINGTON, ADOPTING MISCELLANEOUS
AMENDMENTS TO THE LYNNWOOD MUNICIPAL CODE
INCLUDING CHAPTER 1.12 NOTICES – POSTING, CHAPTER 1.40
CODE ENFORCEMENT, CHAPTER 8.20 STREET AND
NEIGHBORHOOD DESIGN, CHAPTER 8.30 SUBAREAS AND
ZONING DISTRICTS, 8.35 USE REGULATIONS, CHAPTER 8.40
DEVELOPMENT STANDARDS, CHAPTER 8.90 ADMINISTRATION
AND PERMIT PROCESSES, CHAPTER 8.99 DEFINITIONS, AND TITLE
21 ZONING; PROVIDING FOR SEVERABILITY; ESTABLISHING AN
EFFECTIVE DATE; AND PROVIDING FOR SUMMARY PUBLICATION**

WHEREAS, the City of Lynnwood is a municipal corporation organized under the laws of the State of Washington; and

WHEREAS, under RCW 35A.11 and 35A.63, 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, on June 30, 2025, the City Council of the City of Lynnwood passed Ordinance No. 3481, introducing the Unified Development Code to Lynnwood Municipal Code Title 8; and

WHEREAS, from time to time, it is appropriate to amend the City's land use and development regulations in order to improve efficiency and enhance the effective application of legislation enacted by the City Council; and

WHEREAS, on January 23, 2026, the City of Lynnwood transmitted a copy of the proposed ordinance to the Washington State Department of Commerce in accordance with RCW 36.70A.106 at least 60 days in advance of adoption for the required 60-day State review period; and

WHEREAS, on April 24, 2025, the City of Lynnwood SEPA Responsible Official issued a State Environmental Policy Act (SEPA) Determination of Non-Significance (DNS) on the Unified Development Code including subsequent revisions, which is a non-project proposal; and

WHEREAS, on February 12, 2026, the Lynnwood Planning Commission held a duly noticed public hearing on the proposed ordinance, accepted testimony and by regular motion voted to recommend that the Lynnwood City Council adopt the amendments to the Lynnwood Municipal Code as provided herein; and

WHEREAS, on XXXXXXXX XX, 2026, the City Council of the City of Lynnwood held a duly noticed public hearing to consider the Planning Commission recommendation and accept public testimony; and

WHEREAS, adoption of the ordinance will serve the general welfare of the public;

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

Section 1. Findings of Fact: The City Council hereby incorporates by this reference as Findings of Fact all recitals set forth as “WHEREAS” clauses. In addition, and upon consideration of the provisions of this Ordinance, the City Council finds that the new code and amendments contained herein are: a) consistent with the comprehensive plan; b) substantially related to the public health, safety, or welfare; and c) not contrary to the best interest of the citizens and property owners of the City of Lynnwood.

Section 2. Purpose: To adopt amendments to the Lynnwood Municipal Code Title 8 that will clarify code sections, correct minor spelling and grammatical errors, and enhance the effective application of legislation.

Section 3. LMC Section 1.12.010 Specification for posting documents is hereby amended to read as follows:

All ordinances, notices or other matters required by law to be publicly posted by the city of Lynnwood, and notices for all boards, commissions or agencies thereof, shall be posted for the period required by law in the following public places:

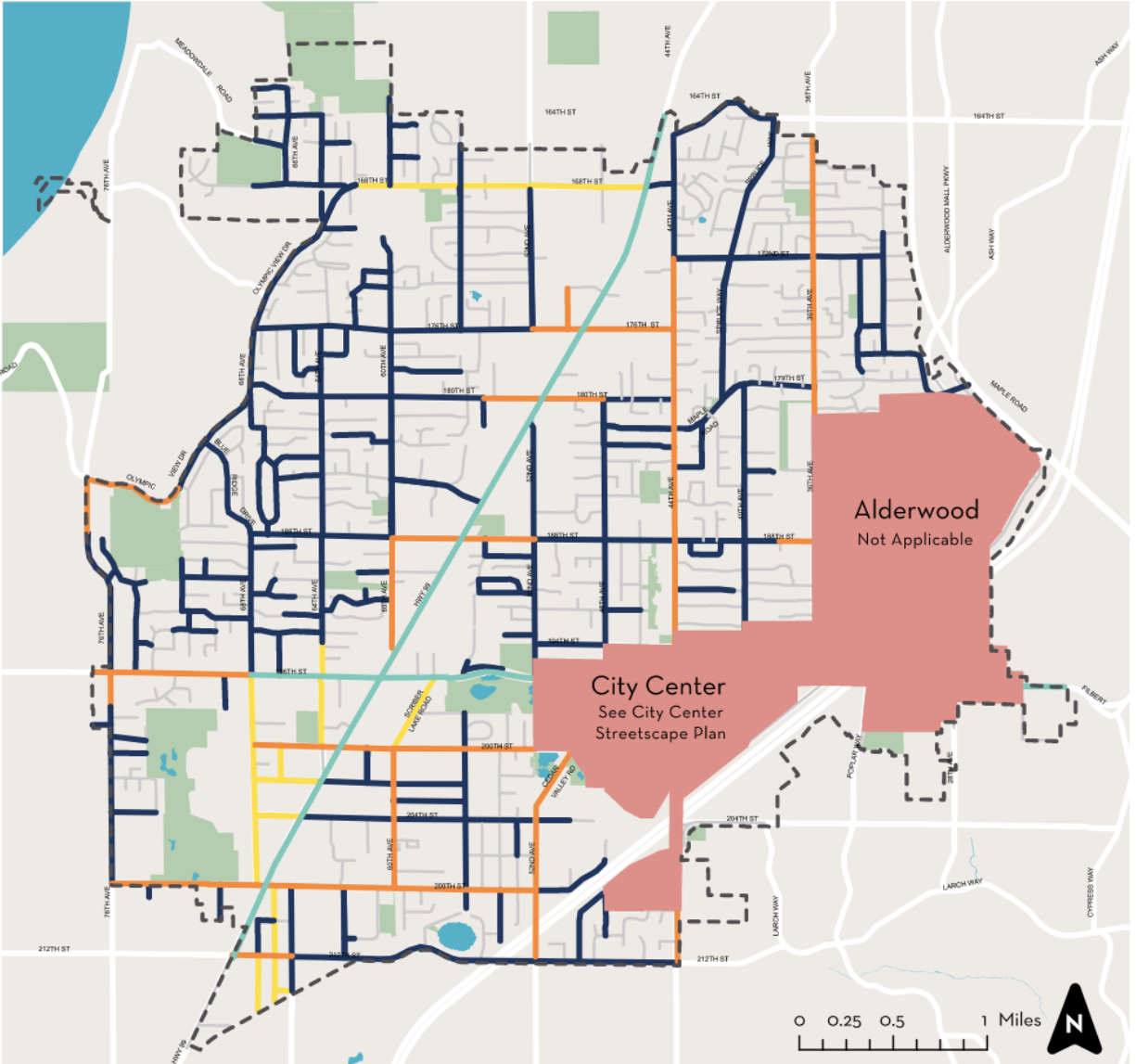
- A. Lynnwood City Hall, 19100 44th Avenue W, Lynnwood, Washington;
- B. Lynnwood North Administration Building, 19000 44th Ave W, Lynnwood, Washington;
- C. Lynnwood Recreation Center, 18900 44th Avenue W, Lynnwood, Washington; and

D. Lynnwood City Library, 19200 44th Avenue W, Lynnwood, Washington.

Section 4. LMC Section 1.40.020 Enforcement is hereby amended to read as follows:

- A. Whenever the city has cause to believe that a violation of LMC Titles 5, 6, 7, 8, 9, 10, 12, 15, 16, 17, 18, and 21 has been or is being committed, this code shall be enforced, according to applicable law, by the department director responsible for administering that title, as provided herein. Unless provided otherwise in this chapter, department directors may act through code enforcement officers.
- B. *Entry*. Whenever necessary to make an inspection to enforce or determine compliance with provisions of LMC Titles 5, 6, 7, 8, 9, 10, 12, 15, 16, 17, 18, and 21, or whenever the city has cause to believe that a violation of any provision of the above-referenced titles has been or is being committed, the department director may, if such building, structure, or property is occupied, present identification credentials, state the reason for the inspection and request entry. If consent to enter is not given or the building, structure, or property is unoccupied, the department director may commence an enforcement action.
- C. Each day, or portion thereof, in which a violation continues constitutes a separate offense for which separate notices of violation may be issued or other enforcement actions taken, including criminal citations.
- D. Responsibility for violations of the codes enforced under this chapter is joint and several, and the city is not prohibited from taking action against a person where other persons may also be potentially responsible for a violation; nor is the city required to take action against all persons potentially responsible for a violation.

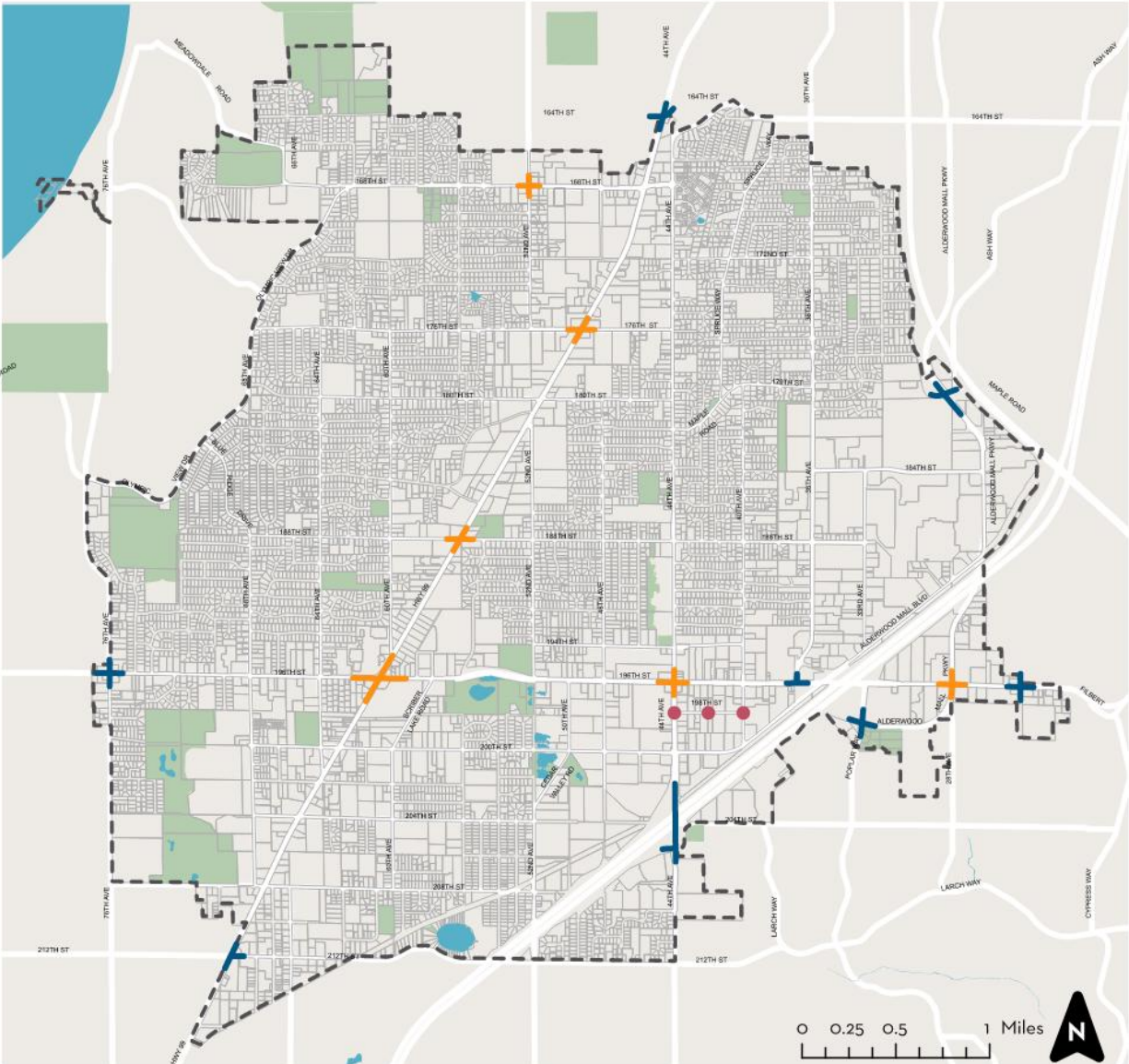
Section 5. LMC Section 8.20.0210 List of street types is hereby amended to show the below map:



Street Classification

- Regional Connector
- City Connector
- Pedestrian Priority
- Neighborhood Connector
- Other Streets
- City Boundary
- City Center + Alderwood Subarea

Section 6. LMC Section 8.20.0510 Gateways and prominent intersections is hereby amended to show the below map:



Intersection Classifications

- Gateway Intersection
- Prominent Intersection
- Celebratory Corners
- Parcels
- Lynnwood City Limits

Section 7. LMC Section 8.30.0120 Applicability is hereby amended to read as follows:

Zoning district standards apply based on the types of project activities proposed, as shown in Table 8.30.02. Project activities are defined in Chapter 8.99 LMC. More than one project activity

may apply to a proposed project (for example, an expansion of an existing use may include both an addition and a facade modification).

Table 8.30.02.

Project Activities

District Standards	Subdivision	New Construction	Addition	Site Modification	Facade Modification	Change of Use	Renovation
Lot Size	✓	○	○	○	○	○	○
Density	○	✓	✓	○	○	✓	✓
Building Coverage	○	✓	✓	✓	○	○	○
Building Placement	○	✓	✓	○	○	○	○
Parking Location	○	✓	✓	✓	○	○	○
Building Height	○	✓	✓	○	○	○	○
Building Massing	○	✓	✓	○	○	○	○
Entrances	○	✓	✓	○	✓	○	○

KEY: ✓ = Standards generally apply
 ○ = Standards do not apply

A. Exemption.

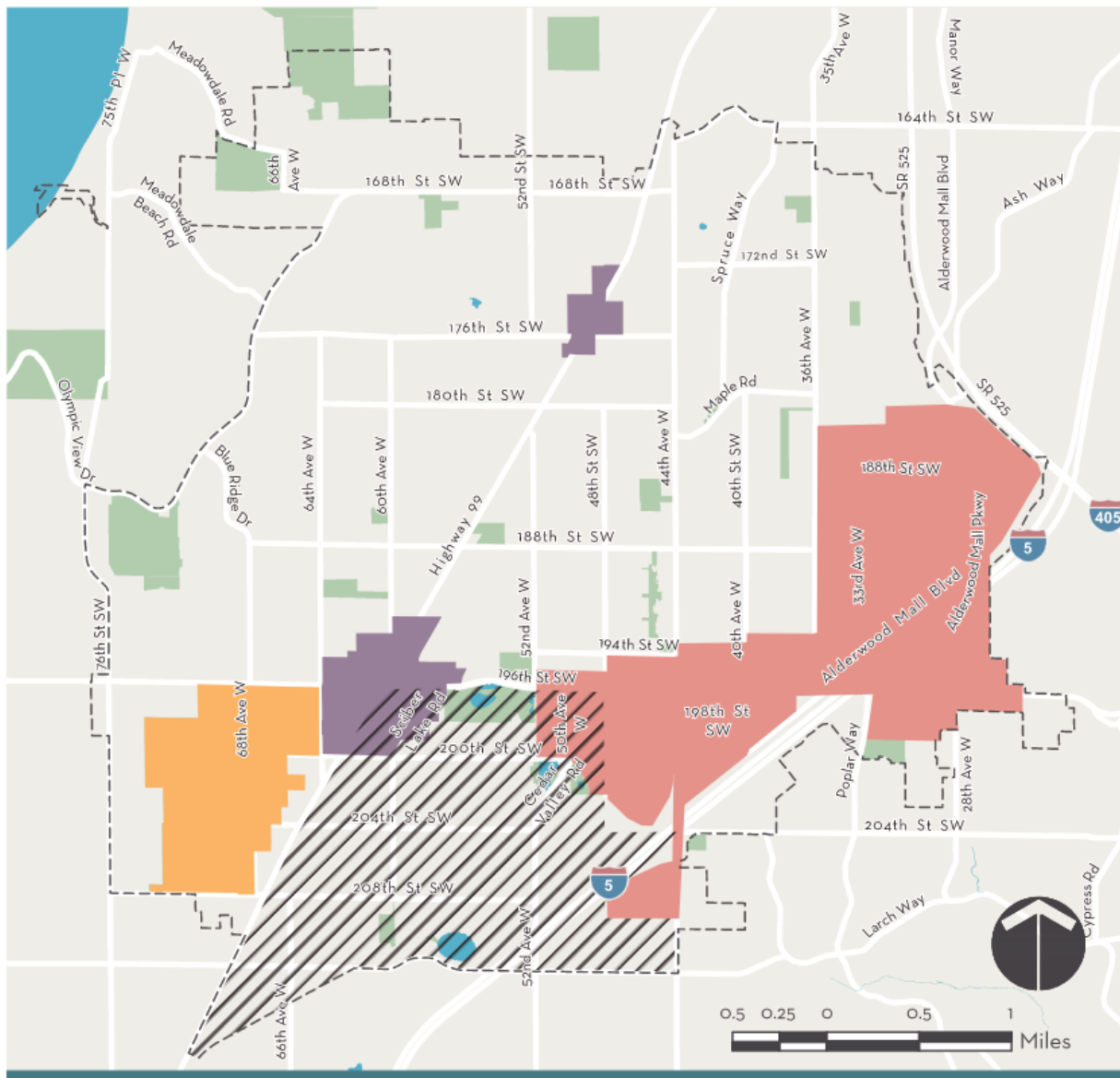
1. Maintenance and Repair.

- a. Activity done to correct the deterioration, decay of, or damage to, any part of a building, structure, or lot, that does not involve a change or

- 119 modification of the existing design, outward appearance or applicable
120 zoning requirements.
- 121 b. In-kind replacement of deteriorated or damaged parts of a building is
122 considered maintenance and repair.
- 123 c. Maintenance and repair includes repair of site components such as
124 parking lots or landscaping.
- 125 d. Includes modification to necessary to meet fire, life safety, and ADA
126 requirements.

127 **Section 8. LMC Section 8.30.0200 Subarea maps** is hereby amended to show the below map:
128

DRAFT



LEGEND

- City Center + Alderwood Subarea
- College District Subarea
- Highway 99 Subarea
- /// South Lynnwood Neighborhood
- Parks

Section 9. LMC Section 8.30.0420 City center (CC) is hereby amended to read as follows:

A. *Intent.*

1. The CC district implements the subarea plan adopted in 2005, which planned for a strong, distinctive city center district that encourages the development of residential and commercial uses while promoting public transit, walking, and rolling mobility.
 2. The city center zone is meant to be the heart of Lynnwood and provides for mid- and high-rise mixed-use, commercial, and residential development with active street-level building frontages.
 3. Development is expected to contribute a variety of plazas, squares, courtyards, parks, and other public spaces and parking is primarily structured and out of view from the street.
- B. Purpose.**
1. To create a distinct, strong identity for the city center, producing a heart for Lynnwood that is surrounded by solid neighborhoods.
 2. To provide opportunities to increase the city's tax base, thereby helping to fund public improvements and public services.
 3. To encourage private and public investment, attract shoppers and visitors, and appeal to existing and new residents.
 4. To produce a concentration and a mixture of commercial, office, retail, residential, and civic uses within the city center.
 5. To develop a city center that supports pedestrian movement and [use](#) of public transit.
 6. To implement both the city's comprehensive plan and the subarea plan.
 7. To promote attractive streetscapes and urban green spaces.
- C. Use Limitations.**
1. Ground floor principal uses in all city center zones shall be occupiable space.
 2. Structured parking may occupy the ground floor of a building; provided, that the parking does not occupy more than 40 percent of the ground floor space facing a street frontage.
 - a. In such instances, the remaining portion of the building facing the street shall consist of occupiable space.
 3. For buildings that directly front the Promenade Street or 42nd Avenue West, no less than 40 percent of the lineal frontage of any building shall be occupied by a permitted, commercial use.
- D. Building Height Standards**

Table 8.30.27.

Building Height – CC

Minimum Building Height

<u>Minimum building height (stories / ft)</u>	<u>3/30</u>
<u>Maximum Building Height</u>	
<u>Buildings (or sections of buildings) 150 ft or less from the RN zone</u>	<u>35 ft</u>
<u>Buildings (or sections of buildings) 150 ft or less from the RM-45 zone</u>	<u>75 ft</u>
<u>North of a line 360 ft north of the centerline of 196th St. SW</u>	<u>140 ft</u>
<u>West of 44th Avenue W</u>	<u>140 ft</u>
<u>East of 36th Avenue W</u>	<u>140 ft</u>
<u>From the centerline of 196th St. SW north up to but not exceeding a distance of 360 ft</u>	<u>240 ft</u>
<u>All other portions of the city center zone</u>	<u>350 ft</u>

1. Uses predominantly characterized as places of public assembly featuring auditoriums or meeting facilities, including but not limited to religious institutions, movie or performing arts theaters, symphony halls and convention facilities, shall have a minimum building height of 30 feet and no minimum story requirement.
 2. *Exception.* Single-story buildings as “jewel retail” are be permitted within master planned developments of at least eight acres when approved with a development agreement.
 3. Mechanical penthouses, stair/elevator overruns, and antennas are excluded from building height calculation, provided they are no more than 20 feet above the roof deck.
 4. Building height may be increased by up to 20 percent for a nonhabitable, architectural roofline element. This allowance does not apply within 150 feet from a residential zone.
- E. Setbacks*
1. *Setbacks From Streets.*
 - a. All buildings shall be located at the property line established by the future street right-of-way utilizing the fronting street for fire access except as permitted otherwise in this chapter or unless there is or will be a building between such building and the future street right-of-way.
 - b. Buildings may be set back from the street for the purpose of providing public plazas as a FAR bonus feature and as required by the city center design guidelines. The public plaza may exceed the minimum open space/public plaza size requirement provided in the design guidelines. Up to 30 percent of any building’s street frontage per street may be set back from the setback line to accommodate a public plaza. Open space/public plaza space may be combined at intersections.

- c. To allow buildings to be set back from wider streets, buildings along boulevard streets may be set back up to 17 feet from the property line established by the future street right-of-way subject to the following requirements:
 - i. The boulevard street is to be utilized as the fire lane. No setbacks are allowed that would result in requiring a fire lane between the building and the street.
 - ii. The setback must be utilized only for open space/public plazas.
2. *Interior Setbacks.*
 - a. None required.
- F. *Building Frontage.*
 1. *Less Than 100 Feet of Frontage.* The minimum building frontage length must be less than the space required to provide a drive aisle to service the site. If no drive aisle is provided, the minimum frontage is 65 percent of the length of the abutting property line.
 2. *One Hundred Feet of Frontage or Greater.* The minimum building frontage length is 70 percent of the length of the abutting property line. This length may be reduced at the discretion of the administrator to accommodate required fire access or drive aisles leading to parking areas.
 3. *Panhandle Lots and Landlocked Lots.* Properties that only have access to a public or private right-of-way through a panhandle or have no property line adjacent to a public or private right-of-way are not required to provide building frontage.
- G. *Floor Area Ratio.*
 1. *Basic Allowable Floor Area Ratio.* The basic floor area ratio (FAR) of buildings in the city center is established below.

Table 8.30.28.

Maximum Floor Area Ratio (FAR)	
Maximum allowable FAR “as of right” for new development	
Nonresidential	3.5
Residential	3.5
Maximum FAR with bonuses	
Nonresidential	8.0

Maximum Floor Area Ratio (FAR)

Residential

10.0

2. Notes.

- a. Floor area is measured to the inside face of exterior walls.
- b. The following uses shall be excluded from floor area calculation:
- c. Space underground (e.g., basements):
 - i. Space dedicated to parking.
 - ii. Floor area devoted to rainwater collection.
 - iii. Floor area devoted to gray water collection/storage/distribution.
 - iv. Floor area devoted to waste recovery/separation.
 - v. Floor area devoted to service areas (such as storage areas, closets, and restrooms).
 - vi. Balconies, patios, breezeways and decks without a solid cover.
 - vii. Air spaces within buildings such as vaulted ceilings. The floor area will be counted as actual floor area only and not in the air spaces above.
 - viii. Space used as FAR bonus feature.
 - ix. Privately owned land area for the Promenade Walkway.
- d. Allowable FAR for nonresidential and residential uses will be added together for the respective use types within a mixed-use residential project, to provide for a combined FAR total.
- e. Hotels are considered nonresidential for the purpose of this chart.
- f. In situations where both conforming and nonconforming development are located on a site, the maximum FAR for conforming and nonconforming development may be combined, but each shall be limited to their respective FAR.
 - i. For example, without bonus features, conforming development FAR maximum is 2.0; nonconforming FAR maximum is 0.5. Conforming development on the site may have a maximum FAR of 2.0; nonconforming maximum FAR of 0.5.

Table 8.30.29. FAR Bonus Standards

Bonus Features	Feature Requirements	Additional Floor Area for Each Feature
Master Builders of King and Snohomish County's Built Green's 4-Star™	Third-party certification required. The project must be registered with the appropriate third-party certification entity	25% increase in total floor area
Master Builders of King and Snohomish County's Built Green's Emerald Star™ 5-Star™	Third-party certification required. The project must be registered with the appropriate third-party certification entity	40% increase in total floor area
LEED Gold or similar certification elements	Checklist stamped by the project architect illustrating LEED Gold or similar certification elements have been incorporated into project.	25% increase in total floor area
LEED Platinum or similar certification elements	Checklist stamped by the project architect illustrating LEED Platinum or similar certification elements have been incorporated into project.	40% increase in total floor area
Passive House Institute US's (PHIUS) ZERO	Third-party certification required. The project must be registered with the appropriate third-party certification entity	25% increase in total floor area
Passive House Institute US's (PHIUS) CORE programs	Third-party certification required. The project must be registered with the	40% increase in total floor area

Bonus Features	Feature Requirements	Additional Floor Area for Each Feature
	appropriate third-party certification entity	
Net Zero Energy Building (NZEB) with Salmon Safe™	Third-party certification required. The project must be registered with the appropriate third-party certification entity	40% increase in total floor area
WA Department of Commerce's Evergreen Sustainable Development Standard™ (ESDS) program and the Salmon Safe™	Third-party certification required. The project must be registered with the appropriate third-party certification entity	40% increase in total floor area
Office use above the ground floor	—	2 sq. ft. of floor area for each sq. ft. of office use above the ground floor.
Parking, underground	—	2 sq. ft. of floor area for each sq. ft. of parking below grade.
Parking, structured	—	1 sq. ft. of floor area for each sq. ft. of structured parking above grade.
Public plaza	Provision of public plaza in excess of the requirement identified in the city center design guidelines.	5 sq. ft. of floor area for each sq. ft. of plaza above the amount required by the city center design guidelines.
Promenade Walkway (along public right-of-way)	Portions or all of the Promenade Walkway that are adjacent to or near and parallel to the public right-of-way or are located within the public right-of-way. (Access	5 sq. ft. of floor area for each sq. ft. of Promenade.

Bonus Features	Feature Requirements	Additional Floor Area for Each Feature
	easement dedication where on private property to the public must be recorded with approved maintenance provisions.) The Promenade Walkway must conform to the design guidelines.	
Promenade Walkway (bisecting large blocks)	Promenade Walkway providing a connection through a large block not adjacent to or in the public right-of-way. However, up to 5 percent of the project's Promenade Walkway (bisecting large blocks) can be adjacent to or within the public right-of-way and still receive 20 sq. ft. of floor area bonus. (Access easement dedication to the public must be recorded with approved maintenance provisions.) The Promenade Walkway must conform to the design guidelines.	20 sq. ft. of floor area for each sq. ft. of Promenade.
Residential use (single purpose building)	Residential development granted as bonus square footage cannot be used to achieve additional square foot bonus.	2 sq. ft. of floor area for each sq. ft. of residential use.
Residential use in vertically mixed-use building	Residential development granted as bonus square	4 sq. ft. of floor area for each sq. ft. of residential use if the

Bonus Features	Feature Requirements	Additional Floor Area for Each Feature
	footage cannot be used to achieve additional square foot bonus.	development is vertical mixed use.
Street level retail	Occupied retail space with a minimum depth of 30 ft	200 sq. ft. of floor area for each linear foot of retail frontage.
3. <i>Change of Use and Continuation of Bonus.</i> a. FAR bonuses granted based on the use of the building (e.g., office use, residential use, street level retail) and use of an area (e.g., Promenade Walkway or public plaza) are to be acknowledged in the project decision. 4. <i>Fire Standards.</i> a. To eliminate private land devoted to fire lanes between the building and the right-of-way, all new development in the city center zone must be constructed with sprinklers regardless of size. 5. <i>Amenity Space.</i>		

Table 8.30.30.

Amenity Space	
In mixed-use developments, nonresidential amenity space may also be counted as residential shared amenity space, provided the space conforms to requirements for both categories.	
Residential or Nonresidential	1% of Floor Area
Minimum of Smallest Dimension	10 ft radius

Section 10. LMC Section 8.30.0450 Planned commercial development (PCD) is hereby amended to read as follows:

- A. *Intent.* The PCD district is focused on commercial and mixed-use residential development and makes up the remaining portions of the regional growth center. The PCD zone is intended to allow and encourage commercial development of contiguous parcels under multiple ownership, while allowing for potential residential development.
- B. *Development Standards.*

Table 8.30.36.

Development Standards – PCD	
Lot Standards and Building Form	
Minimum Density	40 Dwelling Units per Acre
Maximum Density	None
Minimum Lot Area	None
Minimum Lot Width	None
Maximum Building Height	None
Minimum Street Setback	None
Minimum Interior Setback	10 ft
Amenity Space	
In mixed-use developments, nonresidential amenity space may also be counted as residential shared amenity space, provided the space conforms to requirements for both categories.	
Residential or Nonresidential	1% of Floor Area
Minimum of Smallest Dimension	10-ft radius

C. Multifamily Structure (6+ Units).

1. When located in the PCD zone, multifamily structures must meet the following requirements:

- a. At least 40 percent of the ground floor space facing the building exterior must be occupiable space.
- b. At least 20 percent of the total ground floor space facing a public street must be occupied by a commercial use of a minimum depth of 30 feet.

Section 11. LMC Section 8.30.0530 Highway 99 mixed-use (HMU) is hereby amended to read as follows:

- A. *Intent.* The HMU district is intended to implement the Highway 99 subarea plan, which envisions pedestrian-oriented retail of local and regional significance and multifamily living

opportunities. The district promotes mixed-use development centered around Highway 99's prominent intersections, focusing on bringing walkable and bikeable mixed-use development areas into the Highway 99 corridor.

B. *Lot, Parking, and Access.*

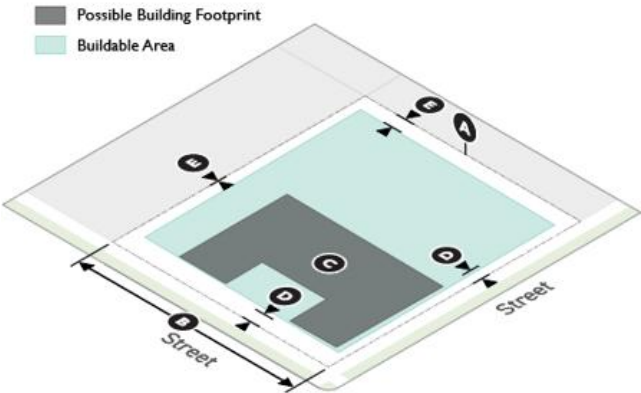


Table 8.30.41.

Lot – HMU		
Lot Size		
A	Minimum Lot Area	None
B	Minimum Lot Width	None
Lot Coverage		
C	Maximum Building Coverage	90%
Building Placement		
D	Minimum Street Setback	10 ft
D	Maximum Street Setback	20 ft
E	Minimum Interior Setback	10 ft

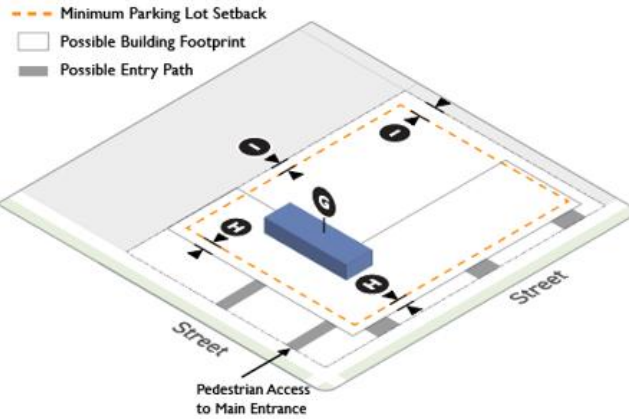


Table 8.30.42.

Parking and Access – HMU

Pedestrian Access

A walkway must connect the sidewalk to the main entrance.

Bicycle Parking

For developments with fewer than 20 units, bike storage must be secured and enclosed outdoors, within a secured bike room, or within the units in a designated area. For developments with 20 or more units, bike storage must be within a secure bike room, or within the units in a designated area.

G	Minimum Bike Parking Spaces	See LMC 8.40.0620(F)
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Vehicle Access

If access is available from an alley which is open to traffic, there will be no access allowed from the street. If allowed, a maximum of 1 curb cut is permitted per 200' of frontage, up to 2 total per lot.

Parking and Access – HMU		
Parking Lot Location		
H	Minimum Street Setback (behind facade closest to street)	5 ft
I	Minimum Interior Setback	5 ft

C. Amenity Space and Building Form.

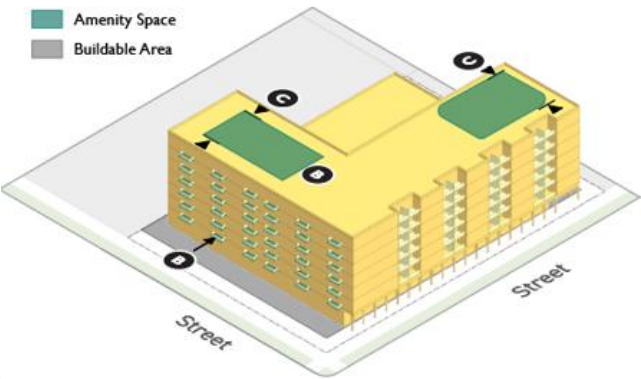


Table 8.30.43.

Amenity Space – HMU		
Amenity Space Required		
In mixed-use developments, nonresidential amenity space may also be counted as residential shared amenity space, as long as the space conforms to requirements for both categories.		
Nonresidential	Shared	
A	Minimum Area	4% of floor area
Residential	Shared	Private

Amenity Space – HMU

A	Minimum Area (at grade)	50 sq ft per unit	64 sq ft per unit
B	Minimum Area (in or on structure)	20 sq ft per unit	30 sq ft per unit (exterior)
C	Minimum of Smallest Dimension	10 ft radius (exterior)	8 ft at grade
		10 ft width (interior)	5 ft on structure

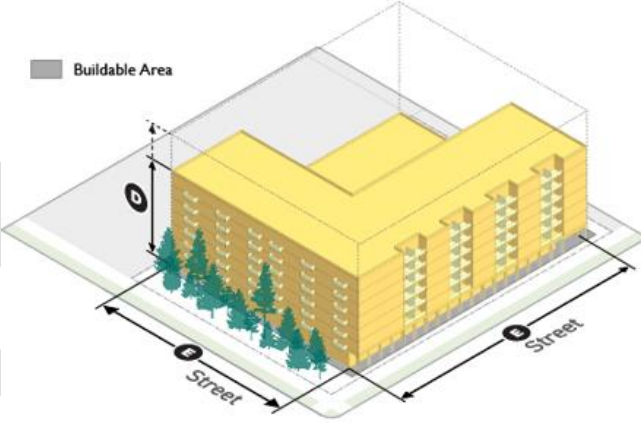


Table 8.30.44.

Building Form – HMU

Height

D	Maximum Building Height (stories/feet)	8/90 ft
---	--	---------

Massing

	Maximum Floor Area Ratio	3.5
--	--------------------------	-----

Building Form – HMU

E	Maximum Building Width	275 ft
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Section 12. LMC Section 8.30.0540 Neighborhood commercial (NC) is hereby amended to read as follows:

A. *Intent.* The NC district allows for small businesses, professional offices, and mixed-use residential development and is typically located near or within residential neighborhoods to serve the everyday needs of the surrounding neighborhood.

B. *Lot, Parking, and Access.*

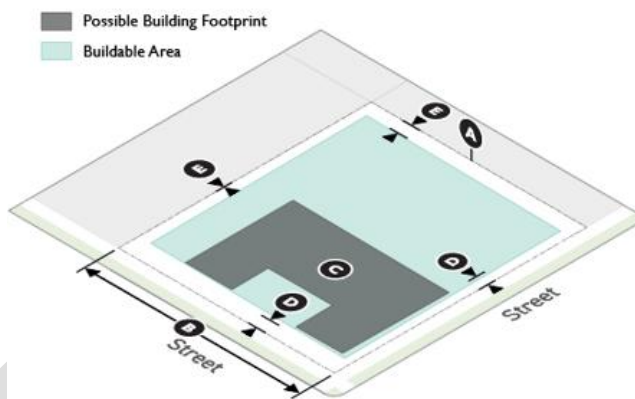


Table 8.30.45.

Lot – NC

Lot Size

A	Minimum Lot Area	None
---	------------------	------

B	Minimum Lot Width	None
---	-------------------	------

Lot Coverage

C	Maximum Building Coverage	90%
---	---------------------------	-----

Building Placement

D	Minimum Street Setback	10 ft
---	------------------------	-------

Lot – NC

D	Maximum Street Setback ⁽¹⁾⁽²⁾	20 ft
---	--	-------

E	Minimum Interior Setback	10 ft
---	--------------------------	-------

(1) Does not apply to Cottage Housing developments

(2) Development which includes multiple buildings may locate building(s) outside of the maximum street setback only when at least 75% of the linear street frontage includes building located within the minimum/maximum setback.

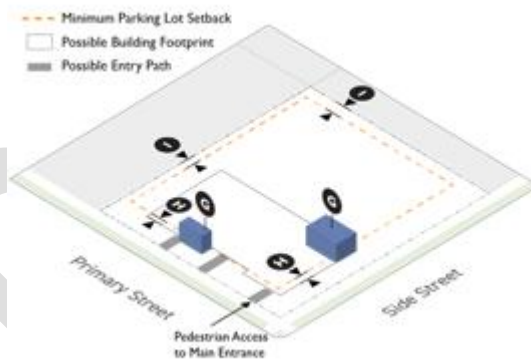


Table 8.30.46.

Parking and Access – NC

Pedestrian Access

A walkway must connect the sidewalk to the main entrance.

Bicycle Parking

For developments with fewer than 20 units, bike storage must be secured and enclosed outdoors, within a secured bike room, or within the units in

Parking and Access – NC

a designated area. For developments with 20 or more units, bike storage must be within a secure bike room, or within the units in a designated area.

G	Minimum Bike Parking Spaces	See LMC 8.40.0620(F)
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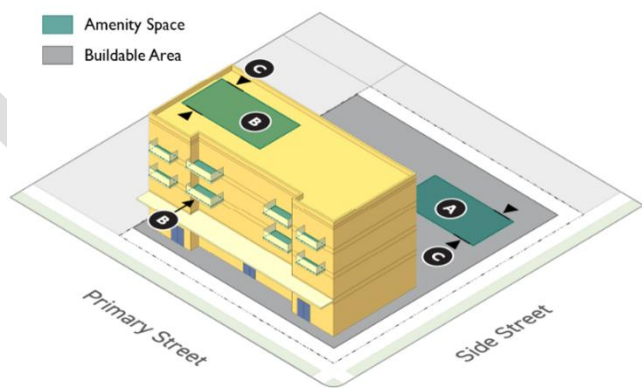
Vehicle Access

If access is available from an alley which is open to traffic, there will be no access allowed from the street. If allowed, a maximum of 1 curb cut is permitted per 200 ft of frontage, up to 2 total per lot.

Parking Lot Location

H	Minimum Street Setback (behind facade closest to street)	5 ft
I	Minimum Interior Setback	5 ft

309 C. *Amenity Space and Building Form.*



310

311

Table 8.30.47.

Amenity Space – NC

Amenity Space Required

Amenity space is only required for residential portions of development and may be provided within the building, at grade as shared or private space, on the structure as private balconies, enclosed sun porches, roof decks, or as a combination of these.

If a combination of amenity space types is used, each space must conform to the applicable standards. Units with access to private amenity space will be exempt from calculations for shared amenity space.

Residential	Shared	Private
A Minimum Area (at grade)	50 sq ft per unit	64 sq ft per unit
B Minimum Area (in or on structure)	20 sq ft per unit	30 sq ft per unit (exterior)
C Minimum of Smallest Dimension	15 ft radius (exterior) 12 ft width (interior)	8 ft at grade 6 ft on structure

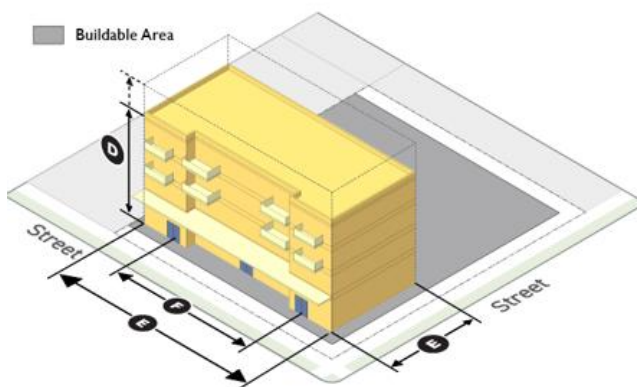


Table 8.30.48.

Building Form – NC

Height

D	Maximum Building Height (stories/feet)	4/45 ft
---	--	---------

Massing

	Maximum Floor Area Ratio	3.0
E	Maximum Building Width	175 ft

Section 13. LMC Section 8.30.0550 General commercial (GC) is hereby amended to read as follows:

A. *Intent.* The general commercial zone supports a variety of commercial retail uses, with a smaller focus on residential uses. The CG zone is mostly centered between Highway 99’s major intersections.

1. If a multifamily structure or mixed-use development is being constructed in the general commercial zone, the development will follow zoning standards set in LMC 8.30.0530, Highway 99 mixed-use.

B. *Lot, Parking, and Access.*

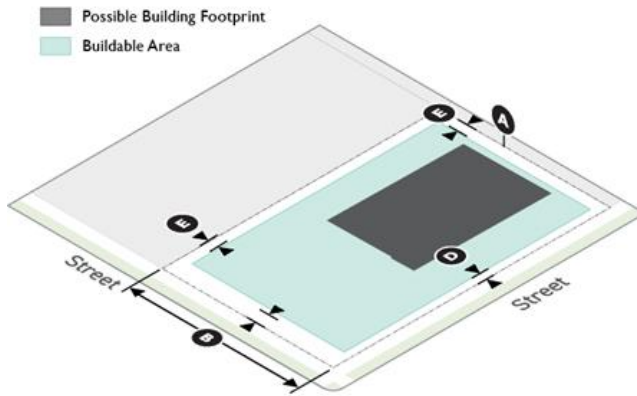


Table 8.30.49.

Lot – GC		
Lot Size		
A	Minimum Lot Area	None
B	Minimum Lot Width	None
Lot Coverage		
C	Maximum Building Coverage	90%
Building Placement		
D	Minimum Street Setback	10 ft
E	Minimum Interior Setback	10 ft

Table 8.30.50.

Parking and Access – GC	
Pedestrian Access	
A walkway must connect the sidewalk to the main entrance.	
Bicycle Parking	
For developments with fewer than 20 units, bike storage must be secured and enclosed outdoors,	

Parking and Access – GC

within a secured bike room, or within the units in a designated area. For developments with 20 or more units, bike storage must be within a secure bike room, or within the units in a designated area.

G	Minimum Bike Parking Spaces	See LMC 8.40.0620(F)
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Vehicle Access

If access is available from an alley which is open to traffic, there will be no access allowed from the street. If allowed, a maximum of 1 curb cut is permitted per 200 ft of frontage, up to 2 total per lot.

Parking Lot Location

H	Minimum Street Setback	5 ft
I	Minimum Interior Setback	5 ft

C. Amenity Space and Building Form.

Table 8.30.51.

Amenity Space – GC

Amenity Space Required

In mixed-use developments, nonresidential amenity space may also be counted as residential shared amenity space, as long as the space conforms to requirements for both categories.

Nonresidential		Shared
A	Minimum Area	1% of floor area

330

Table 8.30.52.

Building Form – GC		
Height		
D	Maximum Building Height (stories/feet)	8/90 ft
Massing		
E	Maximum Building Width	275 ft

331

332 **Section 14. LMC Section 8.30 Article VIII Accessory Buildings and Garages** is hereby amended
333 to read as follows:

334

335 **Article VIII Accessory Buildings, Structures, and Garages**

336 8.30.0810 General Standards.

337 A. The following Section applies to residential uses only. For all other uses, see citywide
338 design guidelines.

339

1. *Garages.*

340

- a. Attached garages will be included in building footprint calculations.
Detached garages will be regulated as accessory buildings.

341

342

2. *Accessory Buildings and Structures.*

343

- a. Accessory buildings do not include habitable dwelling units.

344

- b. Only one Type 1 building or structure is permitted per unit.

345

- c. All other accessory buildings and structures must meet Type 2
requirements.

346

347

- d. Any number of Type 2 buildings are allowed, provided the
primary dwelling unit and all Type 2 buildings do not exceed relevant
floor area ratio standards.

348

349

350

Table 8.30.56.

Development Standards	Type 1	Type 2
Maximum Building Footprint	64 sf	480 sq ft per unit
Maximum Height	8 ft	15 ft
Minimum Street Setback ¹	5 ft	10 ft
Minimum Interior Setback	1 ft	5 ft

352 Accessory buildings must be located behind the primary structure façade closest to the street.

353
354 **B. Shipping Containers**

- 355 1. Shipping containers or other similar storage units as defined in LMC 8.99.0250
356 are not permitted as accessory structures, except for industrial uses or when
357 located in Public and Institutional Zone.
358 a. Shipping containers may otherwise be used as storage for an ongoing
359 construction project with active, issued permits.
360 2. Commercial properties may place a shipping container on site for no more than
361 90 days within a 12-month period outside of an active building permit.
362 3. Shipping containers may be used as a building if found to be in compliance with
363 applicable design standards set forth in LMC 8.45.
364

365 **Section 15. LMC Section 8.30.0940 Building Setbacks** is hereby amended to read as follows:
366

367 **A. Applicability.**

- 368 1. The building setback requirements apply to all lots.

369 **B. Standards.**

- 370 1. Minimum Setbacks. All buildings and structures on a lot must be located at or
371 behind the minimum building setback specified by the zoning district, unless
372 listed as an exception elsewhere in this chapter.

373 **C. Measurement.**

- 374 1. All building setbacks are measured perpendicular to the applicable lot line.
375 2. Where a lot line abuts an access easement, the administrator will determine
376 whether the setback may be measured from the interior edge of the
377 access easement rather than the lot line.
378 3. Street setbacks are measured from the structure to the street lot line.
379 4. Interior setbacks are measured from the side and rear interior lot line.

380 **D. Exceptions**

- 381 1. Limited Encroachments Street and/or Interior Setbacks. The following are
382 allowed to project no more than two feet into street and/or interior setbacks:
383 a. Cornices.
384 b. Eaves.
385 c. Gutters (including rain barrels 50 gallons or less).
386 d. Chimneys.
387 e. Decks less than 30 inches in height.
388 f. Bay windows.
389 2. Limited Encroachments Interior Setbacks. The following are allowed to project
390 no more than two feet into the interior setback:

- 391 a. Heat pumps / Air Conditioner Units.
 392 b. Generators.

393 **Section 16. LMC Section 8.35.0265 Utilities and communications** is hereby amended to read as
 394 follows:

395 **Table 8.35.12.**

Utilities and Communications	RN	MHP	RM-45	City Center	Alderwood	ACC	PCD	NC	CG	HMU	CDM	LI	P-I	OSP
Recycling and Compost Processing	-	-	-	-	-	-	-	-	-	-	-	C	C	-
Battery Backup Facilities	-	-	-	-	-	-	-	-	C	-	-	C	C	-
Solar Facilities	-	-	-	-	-	-	-	-	C	-	-	C	C	-
Sewer Lift Stations	P	P	P	P	P	P	P	P	P	P	P	P	P	P
Open Detention Ponds	P	P	P	-	-	-	-	P	P	P	P	P	P	P
Other Utility Facilities	-	-	-	-	-	-	-	-	C	-	-	P	P	P
Wastewater Treatment Plant	-	-	-	-	-	-	-	-	-	-	-	-	P	P

Utilities and Communications	RN	MHP	RM-45	City Center	Alderwood	ACC	PCD	NC	CG	HMU	CDM	LI	P-I	OSP
WCOM Attached	P	P	P	P	P	P	P	P	P	P	P	P	P	-
WCOM Detached (less than 300 ft from residential)	C	C	C	C	C	C	C	C	C	C	C	C	C	P
WCOM Detached (300 ft or more from residential)	C	C	C	P	P	P	P	P	P	P	P	P	P	P
Other Communications Facilities	-	-	-	-	-	-	-	-	C	-	-	P	P	P
Limitations on Utility and Communication Uses are identified in LMC <u>8.35.0365</u>														

Section 17. LMC Section 8.35.0310(G) is hereby repealed and removed.

Section 18. LMC Section 8.40.0240.C Location and Type of Required Landscape Transition Buffer is hereby amended to read as follows:

- A. Transition buffers are intended to enhance the physical character of Lynnwood's lower-density residential neighborhoods while ensuring compatibility of adjacent higher-density development.
- B. Transition buffers also protect and maintain environmental quality through thoughtful incorporation of trees and landscaping.
- C. Transitions are required along interior lot lines where abutting lots fall into different zoning districts, as noted in the following table. Transition buffers are not required for districts not listed.

Table 8.40.27. Location and Type of Required Landscape Buffer

Zone of the Subject Property		Zone Abutting the Subject Property					
		RN	RM-45	ACC	NC	CDM	P-I
Residential Zones	Residential Neighborhood (RN)	-	-	-	-	-	-
	Manufactured Home Park (MHP)	Medium	-	-	-	-	-
	Residential Multifamily (RM-45)	Medium	-	-	-	-	-
RGC Zones	City Center (CC)	High	Medium	-	-	-	-
	Alderwood (A)	High	Medium	-	-	-	-
	Alderwood City Center Transition (ACC)	-	-	-	-	-	-
	Planned Commercial Development (PCD)	High	Medium	-	-	-	Medium
	College District Mixed Use (CDM)	-	Medium	-	-	-	-
Mixed-Use Zones	Hwy 99 Mixed-Use (HMU)	High	Medium	-	-	-	-

Zone of the Subject Property		Zone Abutting the Subject Property					
		RN	RM-45	ACC	NC	CDM	P-I
	Neighborhood Commercial (NC)	Medium	Medium	-	-	-	Medium
	General Commercial (CG)	High	Medium	-	-	-	Medium
Industrial Zones	Light Industrial (LI)	High	High	Low	Low	Low	Medium
	Public-Institutional (P-I)	Medium	-	-	-	-	-
Public Zones	Open Space and Parks (OSP)	Medium	-	-	-	-	-

Section 19. LMC Section 8.40 Article IV Service and Refuse Collection Areas is hereby retitled to **“Article IV Refuse and Recycling Collection Areas”**.

Section 20. LMC Section 8.40.0620(A) Bicycle Parking Requirements is hereby amended to read as follows:

A.

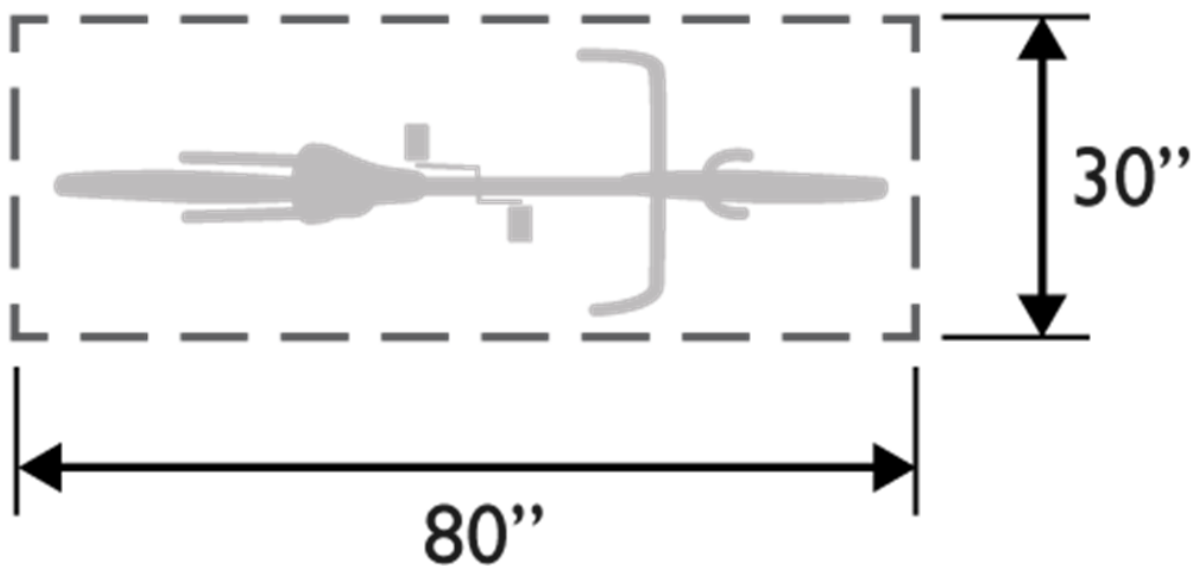
1. Bicycle parking must be provided as required by the district standards, the rules of interpretation, and the following standards:
 - a. Bicycle parking must be located within 100 feet to the building or facility entrance(s) and clustered in lots not to exceed 20 stalls each.
 - b. Bicycle parking must be located in highly visible, well-lighted areas to minimize theft and vandalism.
 - c. Bicycle facilities cannot impede pedestrian or vehicle circulation. Wherever possible bicycle parking should be incorporated into building design or street furniture.

- d. If bicycle parking is side-by-side in rows, there must be an access aisle at least six feet wide to the front or rear of each stall.
- e. Bicycle parking areas within auto parking areas must be separated by a physical barrier such as curbs, wheel stops, stanchions, fences, or similar to protect bicycles from damage by cars.
- f. See below for the dimensional standards for bicycle parking areas.

B. *Space Size.*

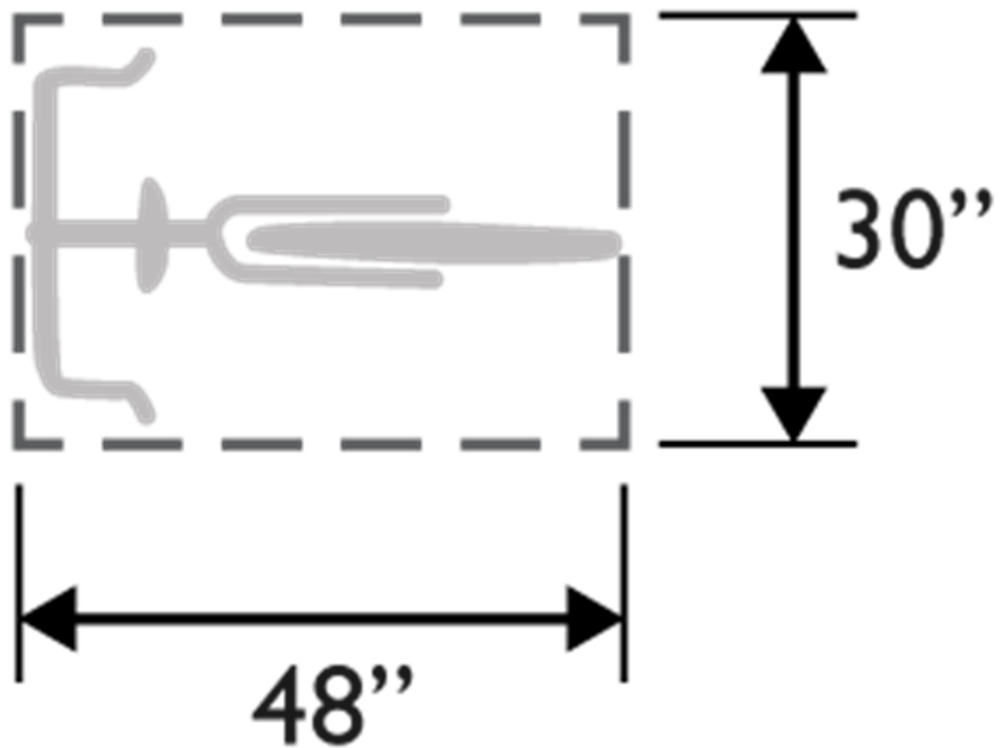
1. When provided individually, one bike parking space will be at least 80 inches long by 30 inches wide, with the assumption the bike will be stored horizontally.

1 spaces (horizontal storage)



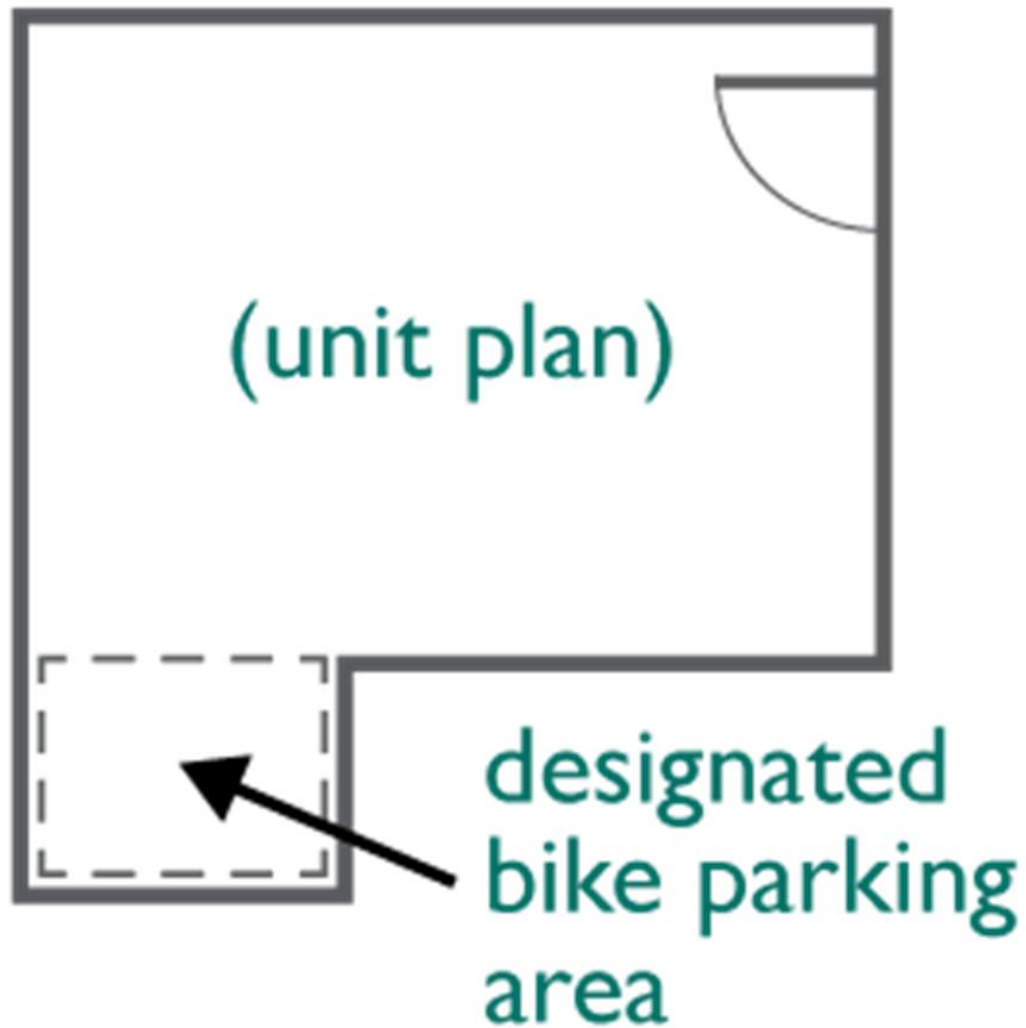
2. When provided individually, one-half bike parking space will be at least 48 inches long by 30 inches wide, with the assumption the bike will be stored vertically.
 - a. Vertical storage requires necessary hardware for the bike to be hung on a wall or rack, or equivalent.

.5 space (vertical storage)



C. *In Units.*

1. When provided within the unit, at least one-half bike parking spaces are required in each unit, measured according to this code, and including the necessary hardware.
2. One whole bike parking space is encouraged when bike parking is provided within the unit, but is not required.

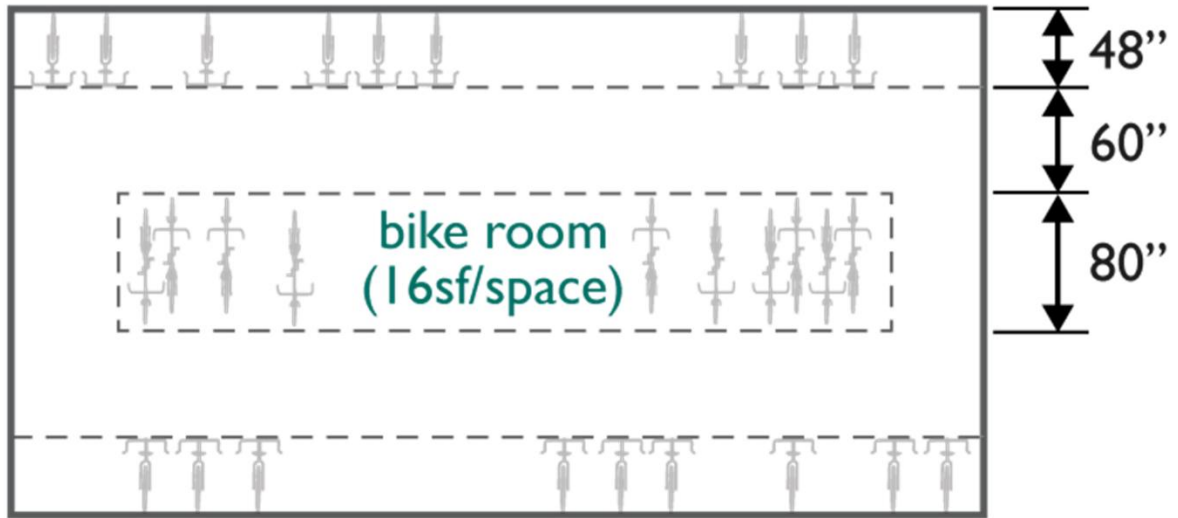


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D. *Bike Room.*

1. When bike parking is provided within a bike room, outdoor bike corral, or in a similar collective manner, required bike parking spaces may be measured individually, or as a collective square footage.
 - a. If measured collectively, one bike parking space will be equivalent to 16 square feet, and one-half bike parking spaces will be equivalent to eight square feet.
 - b. It is recommended that bike room layouts utilize the dimensions set forth in this code, or similar. Generous storage solutions for cargo bikes and charging stations for electric bikes are encouraged.

multiple bikes (example layout)



E. Access.

1. All bike storage on upper levels of buildings must be accessible by elevator, regardless of size, type, or configuration.

F. Minimum Bike Parking Spaces.

1. The following minimum requirements must be provided:

Use	Minimum Requirement
Stand Alone Multifamily Housing	0.5 spaces per unit
Mixed Use Multifamily Housing	0.5 spaces per unit
Stand Alone Commercial	1 space per 4,000 SF
Mixed Use Commercial	1 space per 4,000 SF

2. The above-listed minimum bike parking requirements may be deviated if approved by the administrator based on the following criteria:
 - a. Requirements are reduced to no less than 20 percent of the original requirement.
 - b. The land use supports a specific population who are less likely to utilize bicycles than the general community (ex., senior housing, or similar uses).
 - c. Adequate provisions are provided for future bicycle parking area if the land uses change in the future.

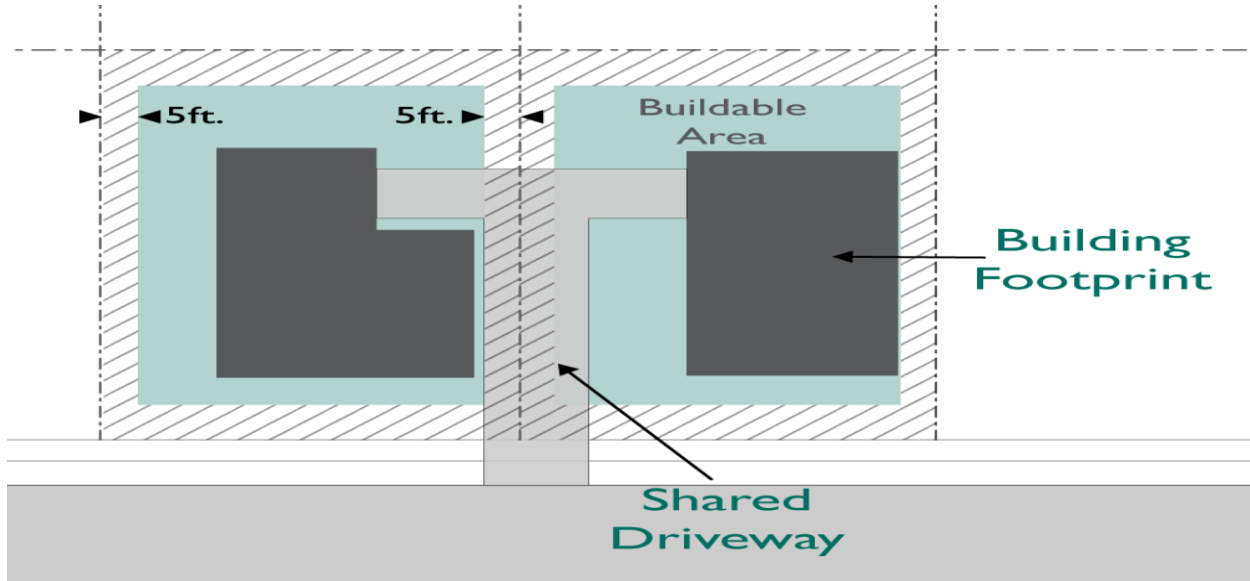
Section 21. LMC Section 8.40.0730 Residential Off-Street Parking Requirements is hereby amended to read as follows:

A. Parking Stall Dimensions.

- 477 1. The minimum residential parking stall dimensions are 8 feet by 17.5 feet,
478 notwithstanding:
- 479 a. Parking stalls that must conform to ADA requirements.
480 b. Provisions for turning radius, as may be required elsewhere in the LMC.
- 481 2. Required parking stalls may be oriented in a tandem parking style.
482 a. "Tandem" is defined as having two or more vehicles, one in front of or
483 behind the others with a single means of ingress and egress.
- 484 B. *Parking Stall Location.*
- 485 1. The required parking stalls may be enclosed or unenclosed.
486 2. On-site parking must meet any requirements of the zone where the proposed
487 parking is located.
488 3. Unless the proposal utilizes the off-site provisions of this article, off-street
489 parking must be located on the same lot or an adjoining lot or lots to the
490 property being served.
491 a. Residential parking stalls located on another property must be within 100
492 feet of the property being served and not separated from the property by
493 a street.
494 4. If compliance with tree retention requirements would make a proposed
495 residential development or redevelopment infeasible, the affected parking stalls
496 will not be required as a condition of permitting the development.
- 497 C. *Parking Stall Materials.*
- 498 1. All required parking surfaces must utilize materials of long-term durability, such
499 as:
500 a. Asphalt.
501 b. Concrete.
502 c. Grasscrete.
503 d. Pavers, bricks, or interlocking stone.
504 e. Other similar surfaces, as approved by the administrator.
505 2. Gravel, dirt, and other loose surfacing materials are not permitted.
506 a. Where existing legally nonconforming gravel surfacing in designated
507 parking areas is present, a maximum of six parking spaces may be
508 maintained to meet parking requirements.
- 509 D. *Single-Family and Middle Housing Parking.*
- 510 1. Driveways may be located within setbacks.
511 2. Use of pervious paving, "grasscrete" or similar materials for driveways and
512 parking areas is encouraged. Paving of driveways and parking areas with wheel
513 strips only (sometimes referred to as "ribbon driveways," "Hollywood," or
514 "California" driveways) is permitted for up to three units on a lot (including

parking required for accessory units), however driveway aprons and other areas within the public right-of-way must be paved in accordance with city standards.

3. Other dimensional requirements for residential driveways are in Chapter 8.30 LMC.
4. Tandem parking may be utilized to fulfill parking requirements.
5. Shared driveways are permitted. Shared driveways must be at least 12 feet wide and must meet the other requirements for driveways in Chapter 8.30 LMC.



E. Multifamily Parking.

1. In the RM-45 zone, 10 percent of the required parking may be in tandem parking; provided, that the area in which the tandem parking is located is designated on an approved site plan and that they are assigned by the management; or, 10 percent of the parking stalls required may be located in a separate parking lot utilized only for recreation vehicles, provided the area does not encroach on front, side, and rear yard setbacks.
2. Open carports, sheltering parking stalls, and canopies or covered walkways leading from carports or other parking areas to building entrances, are not included in determining lot coverage under this section. This exemption does not apply to any enclosed or walled area. Carports must be no more than 15 feet above the parking surface and must meet setbacks and other development standards of the applicable zone.

Section 22. LMC Section 8.40.0790 Residential Parking Standards is hereby repealed and reserved.

Section 23. LMC Section 8.90.0200 Summary of Authority is hereby amended to read as follows:

The following table summarizes the approval authority of the city's review bodies and officials that implement and administer this Unified Development Code.

Table 8.90.01.

	Administrator	Hearing Examiner	Planning Commission	City Council
MAP OR TEXT AMENDMENT				
UDC Text Amendment	—	—	R-PH	D-PH
Future Land Use Map Amendment	—	—	R-PH	D-PH
Rezoning	—	—	—	—
Site-Specific	R	D-PH	—	—
Area-Wide	—	—	R-PH	D-PH
Planned Unit Development	R	D-PH	—	—
Development Agreement	—	—	<u>R-PH*</u>	D-PH
SUBDIVISION				
Preliminary Subdivision, Full Plat	R	D-PH	—	—
Preliminary Subdivision, Short Plat	D	A	—	—
Final Plat	D	A	—	—

	Administrator	Hearing Examiner	Planning Commission	City Council
Boundary Line Adjustment, Lot Combination	D	A	–	–
Binding Site Plan	D	A	–	–
Lot Split (Reserved)	–	–	–	–
Plat Vacation	R	D-PH	–	–
USE APPROVAL				
Conditional Use Permit	<u>R</u>	<u>D-PH</u>	–	–
Temporary Use Permit	D	A	–	–
STEP Housing	D	A	–	–
Essential Public Facility (Local)	–	D-PH	–	–
Essential Public Facility (Regional and State)	–	–	–	D-PH
DEVELOPMENT APPROVAL				
Building Permit	D	A	–	–
Project Development Review	D	A	–	–
WCF Eligible Facilities Request	D	A	–	–
VARIANCE AND OTHER REQUESTS				
Variance	R	D-PH	–	–
Administrator Interpretation	D	A	–	–

	Administrator	Hearing Examiner	Planning Commission	City Council
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Historic Property

Adjustment or Waiver

(Recommendation by
Lynnwood's History and
Heritage Board)

D

A

R

–

KEY:

D = Decision

R =

Recommendation

R-PH =

Recommendation
with public hearing

D-PH =

Decision with
public hearing

A =

Appeal

*Required for development agreements which include a master plan for sites larger than 5 acres.

Section 24. LMC Section 8.90.0310 General Overview of Permit Process is hereby amended to read as follows:

Table 8.90.03.

	Type 1a	Type 1b	Type 1c	Type 2	Type 3
Preapplication Meeting	Optional, but encouraged				
Notice of Completeness	Yes	Yes	Yes	Yes	Yes
Notice of Application	–	–	Yes	Yes	Yes
SEPA Determination	Varies, refer to Chapter 17.02 LMC				

	Type 1a	Type 1b	Type 1c	Type 2	Type 3
Open Record Public Hearing	–	–	–	Yes	Yes
Notice of Hearing	–	–	–	Yes	Yes
Recommendatio n Maker	–	–	–	Administrato r	Planning Commission *
Decisionmaker	Administrato r	Administrato r	Administrato r	Hearing Examiner	City Council
Decision Timeline	Varies	65 days	100 days	170 days	Varies
Notice of Decision	–	–	Yes	Yes	–
Administrative Appeal	Hearing Examiner	Hearing Examiner	Hearing Examiner	–	–
Judicial Appeal	Superior Court				
Note:	“–” = the item is not applicable or not required.				

*Required for development agreements which include a master plan for sites larger than 5 acres.

Section 25. LMC Section 8.90.0550 Unit lot Subdivisions is hereby amended to read as follows:

- A. *Applicant.* A unit lot subdivision may be initiated by any property owner, or authorized agent of the owner, of the city of Lynnwood.

560 B. *Applicability.*

- 561 1. A unit lot subdivision is to divide land into fee simple residential lots or tracts for
- 562 the purpose of sale, lease, or transfer of ownership.
- 563 2. A unit lot subdivision may be sought with concurrent with SEPA, Planned Unit
- 564 Development, Project Design Review, Development Engineering or other similar
- 565 site-plan development review.
- 566 a. When applied for concurrently, the Unit Lot Subdivision process may
- 567 replace other processes and permit types which would be redundant. In
- 568 no case may a Unit Lot Subdivision remove SEPA or public notice which
- 569 would otherwise be required.
- 570 i. Project Example I: A 24,000 square foot lot zoned Residential
- 571 Neighborhood (RN) which can yield four lots and a total 16
- 572 housing units would be required to provides a Project Design
- 573 Review, Short Subdivision, Unit Lot Subdivision, Development
- 574 Engineering Permit, and Building Permit(s). When applied
- 575 concurrently with a Development Engineering Permit, the Unit Lot
- 576 Subdivision which provides Notice of Application for Public
- 577 Comment, Notice of Public Hearing, Public Hearing, and Notice of
- 578 Decision, and Appeal Period. In this case, the Unit Lot Subdivision
- 579 may replace the Project Design Review, and Short Subdivision as
- 580 these two applications do not increase the development yield nor
- 581 do they provide for any additional increased public review or staff
- 582 review.
- 583 ii. Project Example II: A 12,000 square foot lot constrained by
- 584 wetlands which can yield 6 housing units could use a Planned Unit
- 585 Development (PUD) and would be required to provide a Critical
- 586 Areas Permit, Short Subdivision, Unit Lot Subdivision, Development
- 587 Engineering Permit, and Building Permit(s).

588 C. *Procedures.* A unit lot subdivision is a project permit and is processed through two

589 applications. The first application is to obtain preliminary approval depending on the

590 number of lots and tracts being created. The second application is a final subdivision.

- 591 1. For a unit lot subdivision seeking to divide or redivide land into nine or fewer lots
- 592 or tracts, preliminary approval is processed under LMC 8.90.0350, Administrator
- 593 decisions – Project permits with public notice. Final approval is processed under
- 594 LMC 8.90.0340, Administrator decisions – Project permits with no public notice.
- 595 2. For a unit lot subdivision seeking to divide or redivide land into 10 or more lots
- 596 or tracts, preliminary approval is processed under LMC 8.90.0360, Hearing

597 examiner review. Final approval is processed under LMC 8.90.0340,
598 Administrator decisions – Project permits with no public notice.

599 D. Decision Criteria.

- 600 1. The administrator will approve or approve with conditions, when a subdivision
601 has demonstrated compliance with the preliminary unit lot subdivisions decision,
602 adopted codes and standards. If an application has been unable, or an applicant
603 appears unwilling, to demonstrate compliance with adopted codes and
604 standards, the administrator will deny the application. The administrator's
605 decision criteria will be based on LMC 8.90.0340 as well as the following criteria:
- 606 a. The proposal conforms with the comprehensive plan, shoreline master
607 program, and other city-adopted plans;
 - 608 b. Provisions have been made for water, storm drainage, erosion control
609 and sanitary sewage disposal for the land division that are consistent with
610 current standards and plans adopted in city code, ordinance, or
611 resolution;
 - 612 c. Provisions have been made for roads, utilities, street lighting, street
613 trees, and other improvements that are consistent with the zoning code,
614 adequate public facilities requirements, and engineering standards;
 - 615 d. Provisions have been made for dedications, easements, and reservations
616 where applicable;
 - 617 e. The proposal complies with the relevant requirements of the zoning code
618 and all other relevant local regulations:
 - 619 i. The development must meet the development standards
620 applicable to the underlying site development plan. As a result of
621 the subdivision, development on individual unit lots may be
622 nonconforming as to some or all of the development standards of
623 this title based on analysis of the individual unit lot, except that
624 any private open space for each dwelling unit must be provided
625 on the same lot as the dwelling unit.
 - 626 ii. Unit lot area and width per unit for purposes of subdivision may
627 be as small as the coverage of the individual unit.
 - 628 iii. Portions of the parent site not subdivided for individual unit lots
629 shall be owned in common by the owners of the individual unit
630 lots, or by a homeowners association comprised of the owners of
631 the individual unit lots located within the parent site.
 - 632 iv. Access easements, joint use and maintenance agreements, and
633 covenants, conditions and restrictions identifying the rights and
634 responsibilities of property owners and/or the homeowners

association must be executed for use and maintenance of common garage, parking, and vehicle access areas; on-site recreation areas; landscaping; underground utilities; common open space; exterior building facades and roofs; and other similar features, which are to be recorded with the county auditor's office.

- v. A unit lot subdivision must make adequate provisions for ingress, egress, and utilities access to and from each unit lot created by reserving such common areas or other easements over, under, and across the parent site as deemed necessary to comply with all other design and development standards generally applicable to the underlying site development plan, and such easements are be recorded with the county auditor's office.
 - f. Provisions have been made for such open spaces, parks and recreation, playgrounds, schools and school grounds and all other relevant facts, including sidewalks and other planning features that assure safe walking conditions for students who only walk to and from school; and the public use and interest will be served by the platting of such land division and dedication.
- 2. For applications subject to LMC 8.90.0550(C)(2), the hearing examiner will approve or approve with conditions a preliminary unit lot subdivisions plat when the application has demonstrated compliance with LMC 8.90.0360 and the following criteria:
 - a. The proposal conforms with the comprehensive plan, shoreline master program, and other city-adopted plans;
 - b. Provisions have been made for water, storm drainage, erosion control and sanitary sewage disposal for the land division that are consistent with current standards and plans adopted in city code, ordinance, or resolution;
 - c. Provisions have been made for roads, utilities, street lighting, street trees, and other improvements that are consistent with the zoning code, adequate public facilities requirements, and engineering standards;
 - d. Provisions have been made for dedications, easements, and reservations where applicable;
 - e. The proposal complies with the relevant requirements of the zoning code and all other relevant local regulations:
 - i. The development must meet the development standards applicable to the underlying site development plan. As a result of

the subdivision, development on individual unit lots may be nonconforming as to some or all of the development standards of this title based on analysis of the individual unit lot, except that any private open space for each dwelling unit must be provided on the same lot as the dwelling unit.

- ii. Unit lot area and width per unit for purposes of subdivision may be as small as the coverage of the individual unit.
 - iii. Portions of the parent site not subdivided for individual unit lots shall be owned in common by the owners of the individual unit lots, or by a homeowners association comprised of the owners of the individual unit lots located within the parent site.
 - iv. Access easements, joint use and maintenance agreements, and covenants, conditions and restrictions identifying the rights and responsibilities of property owners and/or the homeowners association must be executed for use and maintenance of common garage, parking, and vehicle access areas; on-site recreation areas; landscaping; underground utilities; common open space; exterior building facades and roofs; and other similar features, which are to be recorded with the county auditor's office.
 - v. A unit lot subdivision must make adequate provisions for ingress, egress, and utilities access to and from each unit lot created by reserving such common areas or other easements over, under, and across the parent site as deemed necessary to comply with all other design and development standards generally applicable to the underlying site development plan, and such easements are to be recorded with the county auditor's office.
- f. Appropriate provisions are made for:
- i. The public health, safety, and general welfare and for such open spaces, drainage ways, streets or roads, alleys or other public ways, transit stops, potable water supplies, sanitary wastes, parks and recreation, playgrounds, schools and school grounds and all other relevant facts, including sidewalks and other planning features that assure safe walking conditions for students who only walk to and from school; and
 - ii. The public use and interest will be served by the platting of such land division and dedication.

- 710 3. The administrator will approve or approve with conditions when a final unit lot
711 subdivision has demonstrated compliance with the preliminary unit lot
712 subdivision decision, adopted codes and standards. If an application has been
713 unable, or an applicant appears unwilling, to demonstrate compliance with
714 adopted codes and standards, the administrator will deny the application.

715 E. *Expiration.*

- 716 1. Preliminary unit lot subdivisions are valid for 60 months and may be extended
717 for up to 12 months.
718 2. Final unit lot subdivisions are valid for 90 days and will not be extended.

719
720 **Section 26. LMC Section 8.90.0720 Project Development Review** is hereby amended to read as
721 follows:
722

723 A. *Applicant.* A project development review (PDR) may be initiated by any property owner,
724 or authorized agent of the owner, of the city of Lynnwood.

725 B. *Applicability.*

- 726 1. Project development review is required for all new development, expansion of
727 existing structures, or other exterior site improvements that will modify the
728 physical conditions of a site involving at least one of the following:
729 a. Nonresidential construction of 3,000 square feet or more of new gross
730 floor area;
731 b. Residential construction of 12 or more dwelling units;
732 i. Residential construction projects utilizing concurrent review of
733 Unit Lot Subdivision may not be required a Project Development
734 Review per LMC 8.90.0550.B.2.
735 c. Construction of any surface or structured parking facility on undeveloped
736 land or expanding the surface area of existing parking with 20 or more
737 new parking spaces; or
738 d. Any phased development where the total construction during any eight-
739 consecutive-year period after the first construction permit is issued that
740 meets the development thresholds set forth in subsections (B)(1)(a)
741 through (B)(1)(c) of this section.
742 2. Development, expansion of existing structures, or other exterior site
743 improvements that does not meet the minimum of subsections (B)(1)(a) through
744 (B)(1)(d) of this section should be incorporated and acted on as part of another
745 permit decision but may be acted on as a standalone decision.

746 C. *Procedures.*

- 747 1. Project development review subject to subsection (B)(1) of this section will be
748 processed under the general application provisions in LMC 8.90.0320, and Type
749 1c administrator decision project permits requiring public notice in LMC
750 8.90.0350.
- 751 2. Project development review subject to subsection (B)(2) of this section should be
752 incorporated under another permit decision. If any property owner, or
753 authorized agent of the owner, requests independent approval of a project
754 development review, the request will be processed under the general
755 application provisions in LMC 8.90.0320, and Type 1c administrator decision
756 project permits requiring public notice in LMC 8.90.0350.
- 757 D. *Decision Criteria.* The decision authority may approve or approve with conditions a site
758 plan review if the proposal is consistent with all applicable development regulations, as
759 adopted in the Lynnwood Municipal Code. If an application has been unable, or an
760 applicant appears unwilling, to demonstrate compliance with adopted codes and
761 standards, the administrator will deny the application.
- 762 E. *Decision Criteria.*
- 763 1. The administrator may approve a project development review if:
- 764 a. It is consistent with the comprehensive plan.
- 765 b. It is consistent with all applicable provisions of this Unified Development
- 766 Code.
- 767 c. It is consistent with any applicable design guidelines, adopted by this
- 768 reference and incorporated in the provisions of the LMC, and this chapter
- 769 as fully as if set forth here.
- 770 d. or development applications for remodeling or expansion of an existing
- 771 development, it is consistent with those provisions in the applicable
- 772 design guidelines identified by the administrator as being applicable. For
- 773 such applications, the administrator may modify applicable design
- 774 standards and guidelines to provide continuity between existing and new
- 775 development or proposed phases of development.
- 776 2. *Conditions of Approval.*
- 777 a. The administrator will include in the written decision any conditions and
- 778 restrictions that are necessary to ensure compliance with the decisional
- 779 criteria listed in subsection (B) of this section.
- 780 b. Except as specified in subsection (B) of this section, the applicant must
- 781 comply with all aspects, including conditions and restrictions, of an
- 782 approval granted under this process in order to engage in all activities
- 783 authorized by that approval.

- 784 c. If a specific site configuration for the subject property was approved
785 under this process or any quasi-judicial process, the applicant is not
786 required to apply for and obtain approval through this process for a
787 subsequent change in site configuration unless:
- 788 i. There is a change in use and this title establishes different or
789 more rigorous standards for the new use than for the existing use;
790 or
 - 791 ii. The administrator determines that there will be substantial
792 changes in the impacts on the neighborhood or the city as a result
793 of the change.
- 794 d. The developer, its successor and/or subsequent owners and their agents
795 will be responsible on a continuing basis for the life of the development
796 for the maintenance of the site in compliance with the approval granted
797 under this process in order to engage in all activities authorized by that
798 approval.

799 F. *Modifications and Revisions.*

- 800 1. Amendments to an approved project development review decision will be
801 processed as a Type 1b administrator decisions project permit with no public
802 notice unless the amendment is a substantial modification, in which case the
803 amendment is processed as a Type 1c administrator decisions project permit
804 with public notice. Streetscapes must be designed to include a combination of
805 facilities to serve pedestrians, cyclists and transit patrons, such as attractive
806 lighting, awnings and canopies, seating, directional signage, information kiosks,
807 designated street crossings, bus shelters, and/or other amenities to enhance the
808 pedestrian environment.
- 809 2. Public sidewalks and/or trails, bikeways or greenbelt linkages must be provided
810 to connect parks, municipal golf course, the college and other public areas
811 frequented by the general public when the proposed development is on or
812 adjacent to such planned facilities.

813 G. *Expiration.*

814 1. *General.*

- 815 a. *Submittal of Complete Building Permit.* The applicant under this process
816 must submit to the city a complete building permit application under this
817 process within two years after the final decision on the matter, or the
818 decision becomes void.
- 819 b. *Construction Completion.* The applicant must substantially complete
820 construction within five years after the final decision of the city on the
821 matter, or the decision becomes void.

- 822 c. If the hearing examiner's decision is appealed, the time limits of this
823 section are automatically extended by the length of time between the
824 commencement and final termination of the appeal. If the development
825 activity approved under this process includes phased construction, the
826 time limits of this section may be extended in the decision on the
827 application to allow the completion of subsequent phases.

828 2. *Time Extension.*

- 829 a. Prior to the expiration, the applicant may submit a written application in
830 the form of a letter with supporting documentation to the development
831 and business services department requesting a one-time extension of
832 those time limits of up to one year.
- 833 i. The request must demonstrate that the applicant is making
834 substantial progress on the development activity approved under
835 this process; or
- 836 ii. Circumstances beyond the applicant's control prevent compliance
837 with the time limits of LMC 8.90.0720.
- 838 b. An application for an extension of time will be reviewed and decided
839 upon by the administrator.
- 840 c. Anyone who is aggrieved by the denying of a request for a time extension
841 under this section may appeal that decision. The appellant must file a
842 letter of appeal indicating how the decision on the time extension affects
843 the appellant's property and presenting any relevant material or
844 information supporting the appellant's contention. The appeal will be
845 heard and decided upon using LMC 8.90.0330(D).

- 846 H. *Effect of Decision.* The applicant may not begin construction activity based on the
847 decision until the third working day after the time to appeal has expired. If the decision
848 is appealed, the applicant may not engage in any construction activity based on the
849 decision until the third working day after the city issues a final decision on the matter. If
850 the decision of the administrator is not appealed, that decision is the final decision of
851 the city.

852
853 **Section 27. LMC Section 8.90.0810 Alternative Compliance Request** is hereby amended to read
854 as follows:

- 855
856 A. *Applicant.* An alternative compliance request may be initiated by any property owner, or
857 authorized agent of the owner, of the city of Lynnwood when accompanied by a permit
858 for construction.

- B. *Applicability.* Review of an alternative compliance request is a process for relief from the provisions of the Unified Development Code where substitute responsiveness to the provisions of the code supports the implementation of the comprehensive plan and can be fulfilled upon granting the request.
- C. *Applicable Procedure.* An alternative compliance request is formally initiated through a project narrative of the accompanied permit for construction. Certain requests may require a subsequent checklist to be submitted as part of the project narrative.
- D. *Limitations.* An alternative compliance request must not relieve an applicant of conformance to the Lynnwood Municipal Code. The alternative compliance request is limited only to Chapter 8.45 LMC, Design Standards.
- E. *Decision Criteria.* The administrator will review if the proposed alternative provides consistency with other adopted plans or policies.
- F. *Revisions and Modifications.* At the administrator's discretion, an alternative compliance request may be modified through the issuance of a new decision or through a reconsideration of a previous decision.
- G. *Expirations.* An approved alternative compliance request remains valid until the accompanying permit expires.

Section 28. LMC Section 8.99.250 Definitions A-Z is hereby amended to read to add or amend the following terms as follows while preserving all other terms without modification:

Term	Definition
<u>Addition</u>	<u>Any construction or development activity that results in the creation of additional square footage a building, facility, or structure. This activity may involve grading, utility installation, and other site improvements.</u>
New Construction/Development	Any construction or development activity that results in the creation of a new building, facility, or structure. <u>This activity may involve grading, utility installation, and other site improvements.</u>

Section 29. LMC Title 21 ZONING is hereby retitled to: **"Title 21 ZONING – EXPIRED JUNE 30, 2025"**

Section 30. Severability: 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 or word of this ordinance.

Section 31. Effective Date: This ordinance or an approved summary thereof consisting of its title shall be published in the City's official newspaper of record and shall take effect and be in full force five days following its publication.

PASSED BY THE CITY COUNCIL THIS __ day of _____, 2026.

APPROVED:

George Hurst, Mayor

ATTEST/AUTHENTICATED:

APPROVED AS TO FORM:

Darcy Kirschner, Interim City Clerk

Lisa Marshall, City Attorney