



EVERETT

WASHINGTON

Everett City Council Preliminary Agenda **6:30 p.m., Wednesday, April 8, 2026** **City Council Chambers - 3002 Wetmore Ave**

Roll Call

Pledge Of Allegiance

Land Acknowledgment

Mayor's Comments

Approval Of Minutes: April 1, 2026

Public Comment

Council Comments

Administration Update

City Attorney

CONSENT ITEMS:

(1) Adopt Resolution Authorizing Claims Against The City Of Everett In The Amount Of \$2,265,002.40 For The Period Ending March 21, 2026 Through March 27, 2026.

Documents:

[RES_CLAIMS PAYABLE 032726.PDF](#)

(2) Adopt Resolution Authorizing Payroll Claims Against The City Of Everett In The Amount Of \$6,064,634.41 For The Period Ending March 21, 2026.

Documents:

[2026 RESOLUTION FOR PAYROLL PAY PERIOD 07.PDF](#)

(3) Authorize The Release Of Request For Proposal #2026-021 Tree Policy & Landscaping Development In The Form Substantially Provided.

Documents:

[2026 TREE POLICY.PDF](#)

(4) Authorize The Mayor To Sign Professional Services Agreement - Amendment No.1 With David Evans And Associates, Inc. For The Everett Transit College Station Cabinet Charger Installation Project.

Documents:

[EVERETT TRANSIT COLLEGE STATION CABINET CHARGER PSA AMEND
1.PDF](#)

(5) Authorize A Call For Bids For The PGSF WMVD Storm And Combined Sewer, Package 1 Project.

Documents:

[PGSF WMVD STORM AND COMBINED SEWER PACKAGE 1_CALL FOR
BIDS.PDF](#)

(6) Authorize The Mayor To Sign Amendment No. 1 To The Professional Services Agreement With Brown And Caldwell, Inc. For The PGSF WMVD Storm And Combined Sewer Project For A Revised Total Compensation Amount Not To Exceed \$7,603,140.00.

Documents:

[BROWN AND CALDWELL_PGSF WMVD STORM AND COMBINED
SEWER_AMENDMENT NO. 1.PDF](#)

(7) Authorize The Mayor To Sign The Professional Services Agreement With KBA, Inc. To Provide Construction Management And Inspection Services For The PGSF WMVD Storm And Combined Sewer, Package 2 Project For A Total Compensation Amount Not To Exceed \$6,744,579.00.

Documents:

[KBA INC_PGSF WMVD STORM AND COMBINED SEWER PACKAGE
2_PSA.PDF](#)

(8) Award The Contract For The PGSF West Marine View Drive Storm And Combined Sewer, Package 2 Project To KLB Construction, LLC In The Amount Of \$43,694,570.62.

Documents:

[KLB CONSTRUCTION LLC_PGSF WMVD STORM AND COMBINED SEWER
PACKAGE 2_AWARD.PDF](#)

(9) Authorize The Mayor To Sign PSA Amendment 3 With PACE Engineers Inc. To Extend Their Completion Date To June 30, 2026.

Documents:

[PACE ENGINEERS INC PSA AMENDMENT 3_EVERETT MALL BUS STATION
PLATFORM.PDF](#)

(10) Authorize The Mayor To Sign The Amendment No. 1 To The 2025 Professional Services Agreement With Pacific Rim Laboratories Inc For Environmental Analytical Testing Services.

Documents:

[PACIFIC RIM LABORATORIES_PBDE AND PFAS LABOARTORY
ANALYSIS_AMEND NO. 1.PDF](#)

PROPOSED ACTION ITEMS:

(11) CB 2603-18 – 2nd Reading - Adopt An Ordinance Creating A Special Improvement Project Entitled "North Broadway Pedestrian Bridge" Fund 303, Program 133, To Accumulate All Costs For The Improvement And Repealing Ordinance No. 4113-25. (3rd & Final Reading 4/15/26)

Documents:

[CB 2603-18.PDF](#)

(12) CB 2603-19 – 2nd Reading - Adopt The Attached Ordinance Enacting Updated Critical Areas Regulations. (Public Hearing, 3rd & Final Reading 4/15/26)

Documents:

[CB 2603-19.PDF](#)

BRIEFING & PROPOSED ACTION ITEM:

(13) CB 2603-20 – 1st Reading - Adopt An Ordinance Establishing Procedures For Naming And Renaming Of City Properties, Adding A New Chapter 2.138 To The Everett Municipal Code. (3rd & Final Reading 4/29/26)

Documents:

[CB 2603-20.PDF](#)

ACTION ITEMS:

(14) Approve The Resolution Concerning 2026 Annual Action Plan And Authorize The Mayor To Execute The 2026 Grant Agreement With HUD And Associated Supporting Subrecipient Agreements.

Documents:

[2026 CDBG HOME AHTF FUNDING RESOLUTION.PDF](#)

(15) CB 2603-15 -3rd & Final Reading – Adopt An Ordinance Creating A Special Improvement Project Entitled "Evergreen Way Overlay" Fund 303, Program 139, To Accumulate All Costs For The Improvement. (3rd & Final Reading 4/08/26)

Documents:

[CB 2603-15.PDF](#)

(16) CB 2603-16 – 3rd & Final Reading – Adopt An Ordinance Creating A Special Improvement Project Entitled "Dorn Avenue Drainage Improvements" Fund 336, Program 043, And Repealing Ordinance No. 4048-24. (3rd & Final Reading 4/08/26)

Documents:

[CB 2603-16.PDF](#)

(17) CB 2603-17 – 3rd Final Reading – Adopt An Ordinance Approving The Appropriations Of The 2026 Revised City Of Everett Budget And Amending Ordinance No. 4126-25. (3rd & Final Reading 4/8/26)

Documents:

[CB 2603-17.PDF](#)

Executive Session

Adjourn

PARTICIPATION IN REMOTE COUNCIL MEETINGS

- Participate remotely via Zoom by registering to speak at everettwa.gov/speakerform. You must register no later than 30 minutes prior to the meeting. You may contact the Council office at 425.257.8703 or aely@everettwa.gov and identify the topic you wish to address.
- Provide written public comments by email to Council@everettwa.gov or mail to 2930 Wetmore Avenue, Suite 9A, Everett, WA 98201. Emailing comments 24 hours prior to the meeting will ensure your comment is distributed to councilmembers and appropriate staff.
- Persons seeking to comment on non-agenda items may be asked to submit the comments in writing if the comment does not address an issue of broad public interest.

AGENDAS, BROADCAST AND RECORDINGS

- The Council agendas and meeting recordings can be found, in their entirety, at everettwa.gov/citycouncil.
- Watch live meetings and recordings at [YouTube.com/EverettCity](https://www.youtube.com/EverettCity).

CONTACT THE COUNCIL

If you do not wish to participate in the meeting, we provide these other methods of contacting your elected officials: Email the Council at Council@everettwa.gov or call the Council offices at 425.257.8703.

The City of Everett does not discriminate on the basis of disability in the admission or access to, or treatment in, its programs or activities. Requests for assistance or accommodations can be arranged by contacting the Everett City Council Office at 425.257.8703. For additional information, please visit our website at <https://www.everettwa.gov/3129/American-Disabilities-Act-ADA-and-Title->.



Whereas the claims payable by checks against the City of Everett for the period March 21, 2026 through March 27, 2026, having been audited and approved by the proper officers, have been paid and the disbursements made by the same, against the proper funds in payment thereof, as follows:

Fund	Department	Amount
002	General Funds	19,312.93
009	Misc Financial Funds	24,961.87
010	Finance	505.54
021	Planning & Community Dev	20,105.00
024	Public Works-Engineering	57,677.48
031	Police	3,281.27
TOTAL GENERAL FUND		\$ 125,844.09

Fund	Department	Amount
101	Parks & Recreation	9,428.77
110	Library	15,848.92
120	Public Works - Streets	1,450.96
130	Develop & Const Permit Fees	60.00
145	Cum Res/ Real Prop Acq.	41,910.56
146	Property Management	49,718.70
152	Cum Res/Library	270.37
153	Emergency Med Svc	30,735.41
155	Capital Reserve Fund	79,525.28
156	Criminal Justice	29,015.75
162	Capital Projects Reserve	28,387.50
197	CHIP Loan Program	6,365.17
303	Public Works Impr. Projects	108,619.75
336	Water & Sewer Sys Improv Project	915,459.27
342	City Facilities Const.	33,112.00
354	Parks Capital Const.	194,970.22
401	Public Works-Utilities	333,758.70
402	Solid Waste Utility	2,373.58
425	Public Works-Transit	71,513.71
430	Everpark Garage	3,275.11
440	Golf	2,637.33
501	MVD - Trans Services	16,379.90
508	Health Benefits Reserve	432.06
637	Police Pension	39,591.03
638	Fire Pension	58,539.18
661	Claims	65,779.08
TOTAL CLAIMS		2,265,002.40

Councilperson introducing Resolution

Passed and approved this _____ day of _____, 2026

Council President



RESOLUTION NO. _____

Be it resolved by the City Council of the City of Everett:

That the payroll of the employees of the City of Everett as of March 21, and checks issued March 27, 2026, having been audited, be and the same is hereby approved and the proper officers are hereby authorized and directed to charge checks on the Payroll Fund in payment thereof:

Fund	Department	Gross Payroll	Employer Contributions
001	Legislative	14,229.92	6,985.93
003	Legal	102,885.09	26,221.43
004	Administration	62,185.85	12,029.81
005	Municipal Court	84,698.59	24,331.76
007	Personnel	60,512.32	15,871.74
010	Finance	105,973.95	29,792.28
015	Information Technology	135,712.13	37,026.43
018	Communications and Marketing	27,533.67	7,184.63
021	Planning & Community Dev	134,779.52	36,404.54
024	Public Works	261,758.59	73,076.81
026	Animal Shelter	62,653.02	19,977.91
030	Emergency Management	11,323.48	2,728.57
031	Police	1,452,663.41	355,154.56
032	Fire	844,136.26	202,044.32
038	Facilities/Maintenance	106,947.30	35,840.31
101	Parks & Recreation	181,550.44	47,854.67
110	Library	119,835.83	36,349.43
112	Community Theatre	10,041.84	2,516.12
120	Street	82,969.12	24,690.31
153	Emergency Medical Services	435,701.14	98,462.49
197	CHIP	8,898.02	1,883.86
198	Community Dev Block	4,475.44	1,191.83
401	Utilities	1,000,205.08	321,699.67
425	Transit	631,404.33	193,777.44
440	Golf	36,701.06	12,333.45
501	Equip Rental	84,859.01	27,982.31
		<u><u>\$6,064,634.41</u></u>	<u><u>\$1,653,412.61</u></u>

Councilperson Introducing Resolution

Passed and approved this _____ day of _____, 2026.

Council President

Project title: Authorize release of Request for Proposal #2026-021 Tree Policy & Landscaping Ordinance in the Form Substantially Provided

Council Bill #

Agenda dates requested:

Briefing
Proposed action
Consent 4/8/26
Action
Ordinance
Public hearing
Yes X No

Budget amendment:
Yes X No

PowerPoint presentation:
Yes X No

Attachments:

Request for Proposal

Department(s) involved:

Procurement & Parks & Facilities

Contact person:

Theresa Bauccio-Teschlog

Phone number:

(425) 257-8901

Email:

tbauccio@everettwa.gov

Initialed by:

MEB

Department head

Administration

Council President

Project: RFP #2026-021 Tree Policy & Landscaping Ordinance Development

Partner/Supplier: To be determined

Location:

Preceding action: None

Fund: 101

Fiscal summary statement:

The estimated value of the contract is approximately \$350,000. The highest-scored proposal will be brought to the council for consideration and award.

This project is funded by a state grant from the Washington State Department of Commerce under the Climate Commitment Act. The grant must be spent by June 30, 2027.

Project summary statement:

Staff is requesting that the City Council authorize the issuance of Request for Proposal (RFP) #2026-021 to receive proposals from suppliers to update the city's existing tree policy and ordinance.

The awarded experienced consultant team will update the city's existing tree policy and landscaping ordinance. The ordinance updates will establish enforceable standards and guidance that provide long-term accountability. The scope of work includes updating the existing plans and ordinances to address the most pressing ecological, climate, and community challenges in a unified, enforceable manner. The overall intent is to develop recommended updates to the city's policies and regulations on urban forestry, public tree management, and landscaping to protect and expand the city's tree canopy, thereby reducing energy use, mitigating heat stress, managing stormwater, and sequestering carbon.

Recommendation (exact action requested of Council):

Authorize the release of Request for Proposal #2026-021 Tree Policy & Landscaping Development in the form substantially provided.



PROCUREMENT

Request for Proposal #2026-021

Procurement Professional Point of Contact:
Theresa Bauccio-Teschlog, MBA, NIGP-CPP, CPPB
Procurement Manager
(425) 257-8901
bids@everettwa.gov

TREE POLICY & LANDSCAPING ORDINANCE DEVELOPMENT

TIMELINE - The following represents the schedule for this solicitation.	
Event	Date
Issue Date	April 9, 2026
Deadline for Final Questions	April 23, 2026
Proposal Due Date	May 5, 2026, at 2:00 p.m. Pacific Time
Anticipated Award	June 2026
Anticipated Contract Start Date.....	June 2026
Anticipated Contract Term	2 years with one (1) two-year extension option at the sole discretion of the City of Everett The original study is expected to be completed within nine months of the award date. The contract term is longer to accommodate potential unanticipated follow-on projects over the next few years.
Submit Sealed Proposals to: City Clerk's Office – Attention: Procurement 2930 Wetmore Avenue, Suite 1A Everett, WA 98201 Clearly label the outside of the sealed envelope containing the original proposal response and four (4) identical copies with the Proposal Name, Proposal Number, and contact information listed above. Only Proposals that arrive in the Clerk's office by the deadline will be considered. The Clerk's office is open Monday through Thursday from 8:00 a.m. to 12:00 p.m. and 1:00 p.m. to 5:00 p.m.	
Information & Addenda: All Information, including Addenda regarding this solicitation, can be found at: https://www.everettwa.gov/2713/Bid-opportunities Suppliers are responsible for checking the City of Everett website for the issuance of any addenda prior to submitting a proposal.	

Questions: All questions must be requested electronically utilizing the above link or e-mailed to the Procurement Professional listed above.

Unauthorized contact regarding this Request for Proposal with City of Everett employees or contractors may result in disqualification. Any oral communications will be considered unofficial and non-binding on the City of Everett. Proposers should rely only on written statements issued by the individual named listed above.

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SECTION 1 - INSTRUCTIONS

1.1 PROPOSAL SUBMITTAL

The City Clerk's office must receive the supplier's proposal in its entirety by 2:00 p.m. Pacific Time. Proposals arriving after the deadline will be returned unopened to their senders. All proposals and accompanying documentation will become the property of the City of Everett and may not be returned.

Proposal pricing must be submitted on the forms provided in this document. To receive consideration for the award, the proposal must be completed and signed by an authorized representative of the supplier. Submission of a proposal constitutes acceptance of the procedures, evaluation criteria, and other instructions of this Request for Proposal (RFP).

No supplier may withdraw its proposal after the hour set for the proposal closing unless the award is delayed for a period exceeding ninety (90) days.

1.2 OFFER PERIOD

All Proposals submitted must remain open for 120 days from the receipt date. The City of Everett reserves the right to extend this period.

1.3 REQUEST FOR DUE DATE EXTENSION

Suppliers may request an extension of the Proposal Due Date. Suppliers must supply any justification and additional information that will facilitate an evaluation and decision by the City of Everett. Any approved extension will be issued in an addendum.

1.4 WITHDRAWAL OF PROPOSALS

Suppliers may withdraw a Proposal that has been submitted at any time up to the due date and time. To accomplish this, a written request signed by an authorized representative of the supplier must be submitted to the Procurement Professional named on the Request for Proposal cover sheet.

1.5 SINGLE RESPONSE

A single response to the RFP may be deemed a failure of competition, and in the best interest of the City of Everett, the RFP may be canceled.

1.6 MULTIPLE PROPOSALS

Suppliers interested in submitting more than one Proposal may do so long as each Proposal stands alone and independently complies with the instructions, conditions, and specifications of this RFP.

1.7 EVALUATION AND AWARD

The City of Everett will award the Proposal to the responsive and responsible supplier(s) whose offer best meets the needs of the City or reject any and all Proposals.

- a. Responsive Supplier – A business entity or individual who has submitted a bid or proposal that fully conforms in all material respects to the Invitation for Bids (IFB)/Request for Proposals (RFP) and all of its requirements, including all form and substance.

- b. Responsible Supplier – A business entity or individual who has the financial and technical capacity to perform the requirements of the solicitation and subsequent contract.

1.8 WAIVER OF MINOR ADMINISTRATIVE IRREGULARITIES & REJECTION OF PROPOSALS

The City of Everett reserves the right, at its sole discretion, to waive minor administrative irregularities and informalities contained in any proposal submitted and accepted by the City. The City further reserves the right to make awards to the responsible offer whose proposal is determined to be the most advantageous to the City of Everett. The City of Everett reserves the right to reject any and all proposals.

1.9 EXCLUDED PARTIES

All suppliers must certify that they are not on the Comptroller General's list of ineligible contractors nor the list of parties excluded from federal procurement or non-procurement programs.

<https://www.sam.gov>

1.10 BUSINESS LICENSE

The successful supplier will be required to possess or be able to obtain a City of Everett Business License and pay City of Everett Business & Occupation (B & O) Tax, when applicable. B & O Tax questions may be directed to the Everett Business Tax Division at (425) 257-8610.

1.11 BID PROTEST PROCEDURES

Chapter 3.46 of the Everett Municipal Code (EMC) governs all protests. Protest Procedures are available for review in the Everett Municipal Code 3.46, which can be found at: <https://everett.municipal.codes/>

The City reserves the right to require strict compliance with all requirements of Chapter 3.46 EMC.

1.12 NON-ENDORSEMENT

As a result of the selection of a supplier to provide the commodities described in Section 2 to the City of Everett, the City of Everett is neither endorsing nor suggesting that the supplier's product is the best or only solution. The supplier agrees to make no reference to the City of Everett in any literature, promotional material, brochures, sales presentation, or the like without the express written consent of the City of Everett.

1.13 PUBLIC DISCLOSURE

All materials submitted in response to this RFP become the property of the City of Everett. Selection or rejection of a proposal does not affect this.

Pursuant to Chapter 42.56 RCW and other applicable law, all materials (including, for example, proposals and pricing in proposing) submitted under this RFP are public records and will be, unless determined otherwise by the City in the City's sole discretion consistent with applicable law, available for inspection and copying by the public following contract award. The City has no obligation to withhold from disclosure materials designated as confidential or proprietary. The City has no obligation provide any notices prior to disclosure.

Materials will not be released by the City of Everett prior to contract award in order to protect the integrity of the procurement process unless otherwise required by law.

Proposers by submission of materials in response to this RFP acknowledge and agree that the City will have no obligation to advocate for nondisclosure in any forum and has no liability whatsoever to proposer for the disclosure of any material submitted by proposer in response to this RFP.

1.14 RESPONSE PROPERTY OF THE CITY OF EVERETT

All materials submitted in response to this request become the property of the City of Everett. Selection or rejection of a response does not affect this right.

1.15 NO OBLIGATION TO BUY

The City of Everett reserves the right to refrain from contracting with any supplier. The release of this RFP does not compel the City of Everett to purchase.

1.16 COST OF PREPARING PROPOSALS

The City of Everett is not liable for any costs incurred by suppliers in the preparation and presentation of proposals and demonstrations submitted in response to this RFP.

1.17 CONTRACT TERMINATION

In determining any contract award, the City of Everett reserves the right to consider past performance by the suppliers in the City of Everett contracts. If the City of Everett has previously terminated a contract with a supplier for the supplier's default or other non-performance, the City of Everett reserves the right to reject bids or quotes received from that supplier.

1.18 RECYCLE

The City of Everett is committed to the environment and encourages suppliers to recycle material to the extent practicable.

1.19 COOPERATIVE PURCHASING

Suppliers: RCW 39.34 allows cooperative purchasing between public agencies, also called political subdivisions. Public agencies that have an Intergovernmental Cooperative Purchasing Agreement with the City of Everett may purchase from the City of Everett contracts, provided that the supplier has agreed to such participation. Each supplier must indicate on the submittal form if they will not honor other public agency orders in accordance with contract terms and conditions, in addition to orders from the City of Everett. The City of Everett does not accept any responsibility for purchase orders issued by other public agencies.

Cooperating Political Subdivisions: Public agencies desiring to use Everett's contracts must have executed an Intergovernmental Cooperative Purchasing Agreement with the City of Everett, as required by RCW 39.34. Only those public agencies that have complied with these requirements are eligible to use this contract. The public agency accepts responsibility for compliance with any additional or varying laws and regulations governing purchase by or on behalf of the public agency in question. A purchase by a public agency must be affected by a purchase order from the public agency directed to the supplier or other party contracting to furnish goods or services to the City of Everett.

The City of Everett accepts no responsibility for the performance of any purchasing contract by the supplier, and the City of Everett accepts no responsibility for payment of the purchase price for any public agency.

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SECTION 2 – SCOPE OF WORK

2.1 INTENT AND BACKGROUND

The City of Everett is seeking an experienced consultant team to update its existing tree policy and landscaping ordinance. The ordinance updates will establish enforceable standards and guidance that provide long-term accountability.

The 1993 City of Everett Tree Policy, codified in Chapter [8.40](#) EMC, established the city's current framework for how trees on City-owned property and right of way are managed, maintained, and regulated. The 1993 ordinance assigns responsibility for planting, care, and removal of public trees to the Director of Parks and Recreation, while trees on watershed lands fall under the jurisdiction of Public Works. The policy outlines compliance requirements with state and federal law, clarifies liability, and defines property-owner responsibilities for preventing hazards. It also creates a management program focused on setting standards, protecting canopy cover, and planning for long-term urban forest health. Additional components include annual performance evaluations, enforcement mechanisms with fines and penalties, and the formation of a Tree Committee to advise on policy and review proposed actions.

Trees on private property are regulated under Chapter 19.35 EMC - Landscaping. Trees within critical areas and their buffers, whether on private or public land, are regulated under Chapter 19.37 EMC - Critical Areas.

While comprehensive for its time, the tree policy is limited in scope and application to public land and right-of-way, and lacks several elements expected in modern urban forestry standards. It does not address climate resilience, equity in canopy distribution, or environmental justice considerations that now feature prominently in the city's comprehensive plan. The ordinance also offers limited guidance on community engagement, tree-risk assessment protocols, biodiversity goals, or integration with broader sustainability plans. Its enforcement and administrative structures are relatively narrow, and it does not incorporate contemporary best practices such as green-infrastructure planning, detailed species-diversity targets, or protections against over-removal during development. As a result, the policy provides a foundation but falls short of the more holistic, climate-aware, and community-centered approaches used today.

2.2 NOTICE OF FUNDING & DEADLINE

The City of Everett has received state grant funding from the Washington State Department of Commerce under the Climate Commitment Act to fund this endeavor. Consultants must include signed Department of Commerce clauses with their submittals. The grant funds expire in June 2027. A required milestone for the grant is to have the assessment completed no later than May 2027.

2.3 CURRENT PLAN

The current ordinance can be found at: [Ordinance 1948-93 - Laserfiche WebLink](#)

[Ch. 19.35 Landscaping | Everett Municipal Code](#)

Ch. 19.37 Critical Areas. Note: a major update to this chapter is currently underway, with ordinance adoption anticipated in May 2026.

[Ch. 8.40 Tree Management | Everett Municipal Code](#)

2.4 SCOPE OF WORK

The scope includes updating the existing plans and ordinances to address the most pressing ecological, climate, and community challenges in a unified, enforceable manner. The overall intent is to develop recommended updates to the city's policies and regulations on urban forestry, public tree management, and landscaping to protect and expand the city's tree canopy, thereby reducing energy use, mitigating heat stress, managing stormwater, and sequestering carbon.

Outcomes of this work will directly improve watershed health, protect salmon-bearing streams, and reduce stormwater runoff. These outcomes are essential for maintaining water quality in the Snohomish River basin and Puget Sound, ecosystems that are central to the region's identity, economy, and treaty obligations. The overall goal is to expand the tree canopy to reduce urban heat islands, improve air quality, and provide shade and cooling in neighborhoods most vulnerable to climate change. Work includes identifying important stakeholders and partners, such as Tribal governments, to provide guidance on salmon recovery and treaty rights. Watershed councils and environmental organizations contribute technical expertise and community perspectives. Housing advocates and equity-focused groups are to ensure that tree canopy expansion and incentives are designed to benefit underserved neighborhoods. Community members engaged through multilingual and culturally relevant outreach to shape the ordinance to reflect local priorities and lived experiences.

2.5 ORDINANCE & PLAN OBJECTIVES

The city has identified the following as the most important objectives of the plan and ordinance update.

1. Updated policies and regulations that move the City of Everett's vision to an enforceable policy with transparency and community input, ensuring that tree-related policies and replacements are consistently applied across permitting and development processes.
2. Incorporate equity mapping tools and community feedback to identify areas where tree canopy is lowest, and environmental burdens are highest, so that the city can direct resources and incentives to those neighborhoods first.
3. Develop recommendations for sustainable funding sources for ongoing tree maintenance, plantings, and compliance with the City's code.
4. Stronger tree retention standards, especially in critical areas, to mitigate flooding risks, enhance carbon sequestration, and increase resilience to extreme weather events, with the goal of improving public health and livability across Everett, particularly in areas with the highest environmental burdens.
5. Create a scalable model for other Puget Sound jurisdictions seeking to integrate forest hydrology and salmon recovery goals into local planning. The goal of the ordinances is to demonstrate how municipal regulations can align ecological restoration with development practices, offering replicable strategies for balancing growth with environmental stewardship.

2.6 FOCUS AREAS

The city has identified the following areas of focus to update:

- A. Updates to EMC 8.40 - Tree Management to include details highlighted in 2.4 Scope of Work above.
- B. Updates to 19.35 - Landscaping - to include a focus on better species, location, and spacing to increase quantity, quality, and health of trees planted and maintained after development.
- C. Establish a long-term funding source for public tree maintenance, planting, and code compliance.
- D. Set long-term tree canopy goals, which will meet the needs of the NPDES Municipal Stormwater Permit and the Comprehensive Plan Parks and Recreation element. Everett is currently working with the Snohomish Conservation District to create an Urban Forest Management Plan, which will be completed by 2028.
- E. Review other public agencies' tree policy and municipal code and make recommendations for best practices to ensure that Everett is aligned with others in the region.
6. The community engagement portion of this work will help update the above bullet points and should avoid discussions of property rights and private property.

2.7 **COMMUNITY ENGAGEMENT**

An ideal response will include a thorough and thoughtful community engagement approach and should be designed to ensure that historically underserved neighborhoods, those most vulnerable to flooding, poor air quality, and heat stress, are prioritized in both policy development and implementation. Multilingual materials, culturally relevant outreach, and partnerships with trusted community organizations will ensure that residents who are often excluded from planning processes have meaningful opportunities to shape the ordinance.

2.8 **PROPOSED DELIVERABLES**

The selected firm will complete all work and deliverables for this project no later than early May 2027. An ideal response will include the following milestones at a minimum:

1. **Project Kickoff & Internal Coordination:** establish project team, define roles, confirm scope, and align with City departments, tribal partners, and watershed councils.
2. **Stakeholder Engagement Plan:** develop a public and stakeholder engagement strategy, including outreach to housing advocates, environmental groups, tribal governments, and frontline communities. Include multilingual and culturally relevant engagement methods.
3. **Review Existing Tree Policies & Regulations:** conduct a comprehensive review of Everett's current tree policies and regulations, regional best practices, and relevant salmon recovery and watershed plans.
4. **Technical Integration Assessment:** analyzing how forest hydrology, salmon recovery, stormwater management, and habitat protection can be integrated into tree policy frameworks. Identify opportunities for incentives to support tree retention and canopy expansion.
5. **Draft Tree Policy 8.40 and Landscaping 19.35 Code Change Framework:** develop updates to Chapters 8.40 - trees in parks and ROW and 19.35- Landscaping – trees on private property, critical areas notwithstanding. EMC and associated environmental review under SEPA. Include guidance and incentives for tree retention and planting.
6. **Draft Ordinances:** translate policy framework into ordinance language, including definitions, standards, enforcement mechanisms, and implementation tools. Ensure alignment with salmon

recovery and stormwater management objectives and update environmental review documents as necessary.

7. **Park Board Review:** present draft tree policy and ordinance to the Everett Park Board and Everett Planning Commission for review, feedback, and recommendations.
 - a. Other Commission Review: present draft tree and landscaping ordinance and policy framework to the Other Commission(s) for review.
8. **Public Review & Feedback:** host public meetings, collect stakeholder feedback, and revise draft documents accordingly. Prioritize input from underserved neighborhoods and environmental justice communities.
9. **Final Tree Policy & Ordinance:** finalize tree policy and ordinance documents for Council review and adoption.
10. **Council Adoption & Implementation Planning:** present to City Council for adoption; develop implementation roadmap including staffing, training, and integration with permitting systems.

2.9 **MEETINGS**

The Supplier will conduct a variety of meetings that fall into the following categories:

- A. Meetings with Project Staff
 - Conduct regular meetings with Project Staff to facilitate discussion on the content of drafts based upon internal and external stakeholder input.
- B. Interim Meetings
 - Monthly status updates with Project Manager
 - Monthly status updates with key city staff, as necessary
- C. Public Outreach Meetings
 - Facilitate the identification of external stakeholders and host meetings
 - Updates and presentations to Boards and Commissions
 - Council subcommittee briefing during plan development
 - Adoption at City Council (1st reading briefing, attendance at 3rd reading adoption)

2.10 **SUPPLIER RESPONSIBILITIES**

- The supplier will report to the Project Manager.
- The Supplier will provide internal communications and messages in the form of oral and written memos to the Project Manager as needed.

2.11 **CITY OF EVERETT RESPONSIBILITIES**

City staff will be responsible for providing the following:

- A primary contact for the Supplier.
- Background documentation.
- Existing available data and reports to support analysis.
- Coordinate review of consultant deliverables.

- Cross-departmental collaboration to ensure that the tree policy and landscaping ordinances are practical, enforceable, and integrated into Everett's broader planning framework.

2.12 CONFIDENTIALITY

The Supplier will not disclose to any person other than the City any records, information, or data provided by the City to the Supplier pursuant to this Agreement without the City Project Manager's prior written consent to such disclosure.

2.13 INTELLECTUAL PROPERTY RIGHTS

Reports, drawings, plans, specifications, and any other intangible property created in furtherance of the Work are the property of the City for all purposes, whether the project for which they are made is executed or not, and may be used by the City for any purpose. To the extent the Work includes material subject to copyright, the Service Provider agrees that the Work is done as a "Work for Hire" as that term is defined under U.S. copyright law and that, as a result, the City shall own all copyrights in the Work. To the extent that the Work includes material subject to proprietary right protection but does not qualify as a "Work For Hire" under applicable law, the Service Provider hereby assigns to the City all rights, title, and interest in and to the Work, including all copyrights, patents, trade secrets, and other proprietary rights therein (including renewals thereof). To the maximum extent permitted by law, the Service Provider waives all moral rights in the Work. Notwithstanding the foregoing, the Service Provider retains any intellectual property rights in documents and intangible property created by the Service Provider prior to engagement or not created by the Service Provider for its performance of this Agreement.

2.14 CONTRACT CHANGES

The City reserves the right to add or delete similar items, such as follow-on reports or report updates, to this contract as necessary. In the event of a change, the City of Everett will provide the supplier with thirty (30) days' written notice of such change.

The City of Everett reserves the right to make changes, additions to, or deductions from the scope of work, if they conform to the general scope. The Supplier shall not affect any change without the prior written approval of the City of Everett.

2.15 PRICING ADJUSTMENTS

Prices shall remain firm for the duration of the initial Contract period. Reasonable price changes based on market conditions and price or cost analysis may be requested on an annual basis after the initial Contract period. The Supplier shall supply documentation satisfactory to the City of Everett, such as documented changes to the Consumer Price Index for the Seattle-Tacoma-Bremerton area, or a manufacturer's published modification of price change(s).

The City of Everett will evaluate this information to determine if revising the price is fair and reasonable to the city's satisfaction. Requests for any such change must be made in writing to the Procurement Division. The city will issue a written contract amendment to implement the price adjustment, set the new prices, and establish the effective date.

The Supplier shall give the City of Everett Procurement Division sixty (60) calendar days' written notice prior to the effective date of the price increase. If the price increase request is not approved, the City may cancel the request on an individual line item or contract basis.

All price reductions at the manufacturer or distributor's level shall be reflected in a reduction of the contract price(s) to the City of Everett retroactively to the effective date of the price reductions.

2.16 PAYMENT

Within thirty (30) days after delivery, acceptance of the services provided, and receipt of a properly prepared invoice, but not more often than once per month, the City of Everett will pay the supplier for the deliverables stated on the price sheet.

No down payment or advance payment of any kind will be made. Washington State law requires proof that the materials have been furnished, the services rendered, or the labor performed as described before payment may be made. All invoices must list the PO number and are to be submitted to the following address:

City of Everett – Accounts Payable
PO Box 12130
Everett, WA 98206
accountspayable@everettwa.gov

SECTION 3 – PROPOSAL EVALUATION PROCESS

3.1 GENERAL

All proposals will be reviewed to determine compliance with the requirements specified in the RFP. Proposals will be evaluated on how well they meet the city's needs, as described in the supplier's response to each requirement and the evaluation criteria identified in this RFP. It is important that the responses be clear and complete so that the evaluators can adequately understand all aspects of the proposal.

3.2 SELECTION PROCESS

The City will select the proposal that, in its sole discretion, is the most advantageous to the City. The City reserves the right to make an award without further discussion of the submitted proposal; there may be no best-and-final-offer procedure. Therefore, the proposal should initially be submitted on the most favorable terms the supplier can offer. The scope of work may be altered by the City of Everett based on the supplier's proposal, and an increase or reduction of services with the supplier may be negotiated before contract signing, award, and execution.

3.3 CONTRACT AWARD AND EXECUTION

A contract award will be for the supplier that best meets the needs of the City of Everett.

The award of a contract to the successful supplier will be the notice of acceptance. The award of a contract will bind the supplier to furnish the service in accordance with the information herein, responses to questions, the supplier's proposal, other representations made, and all other terms and conditions of the contract in its final form.

3.4 EVALUATION CRITERIA

Proposals will be evaluated based on the following weighted criteria and how well they meet the needs and requirements as described in the RFP.

#	Criteria	Points	Description
1	Qualifications and Relevant Experience	125	Evaluate responses to Questionnaire 4.03.
2	Technical Capability, Approach, and Capacity	100	Evaluate responses to Questionnaire 4.03.
3	Communication, Customer Services, and Training	50	Evaluate responses to Questionnaire 4.03.
4	Risk, Performance, and Quality Assurance	25	Evaluate responses to Questionnaire 4.03.
5	Price Proposal	100	Evaluate Suppliers' price proposals to determine if the cost is fair and reasonable. Proposed prices: • are realistic for the work to be performed and • demonstrate that the Supplier understands the Scope of Work.
	Total	400	

3.5 INTERVIEWS

The City of Everett may request interviews with the highest-ranked Supplier(s). The purpose of the interview, if held, will be to further review the finalist(s) in specific areas to determine which proposal provides the best fit and value to the City of Everett. If held, the interview will be on May 4, 2026. Finalist(s) must have key employees available for these interviews. The City of Everett will notify the finalist(s) as to the time, date, and location for an interview or conference call.

DRAFT

SECTION 4 – PROPOSAL SUBMITTAL REQUIREMENTS

4.1 SUBMITTAL REQUIREMENTS

Suppliers must provide a proposal that must demonstrate an understanding of the project requirements as stated throughout this Request for Proposal.

Proposals in response to this RFP must be submitted in the order specified below. Proposal responses must include:

- 1. Supplier Commitment and Information (included)**
- 2. Price Sheet (included)**
- 3. Narrative responses** to the questions asked. Suppliers should re-type the heading, question identifier, and question. Then, answer the questions and provide in the same order requested below. Suppliers may emphasize in their narrative any areas of their proposal that they believe exceed our requirements.
- 4. Certificate of Non-Debarment/Suspension (included)**

4.2 SUGGESTED RESPONSE FORMAT

- Standard 8 1/2" x 11" paper
- Single or double-sided, numbered pages
- Typed with a minimum of 12-point font
- Form 4.03 – re-type the question before responding

Sealed Proposal Submissions must be submitted in a SEALED ENVELOPE using the optional Proposal Opening Label (below) or clearly marked with the Proposal Number and Title to the City of Everett no later than the proposal due date and time.

URGENT – SEALED PROPOSAL ENCLOSED
Do Not Delay – Deliver Immediately

URGENT		City Clerk's Office Attention: Procurement 2930 Wetmore Ave, Suite 1A Everett, WA 98201	URGENT
	RFP Number:	2026-021	
	RFP Title:	Tree Policy & Landscaping Ordinance Development	
	Procurement Professional:	Theresa Bauccio-Teschlog, MBA, NIGP-CPP, CPPB	
	Supplier:		

FORM 4.01 SUPPLIER COMMITMENT AND INFORMATION

REQUEST FOR PROPOSAL #2026-021 TREE POLICY & LANDSCAPING ORDINANCE DEVELOPMENT

Company Name:		
Company Address:		
City:	State:	ZIP:
Tax ID #:	UBI #:	
Legal status of supplier organization, i.e., corporation, partnership, sole proprietorship.		
Diversity Certification (if applicable): ☐ Disadvantaged Business Enterprise (DBE) ☐ Minority Business Enterprise (MBE) ☐ Women Business Enterprise (WBE) ☐ Minority Women Business Enterprise (MWBE) Certification number:		
Website:	City of Everett Business License #	
Supplier Contact Name (if different from Authorizing Official):	Supplier Contact Title:	
Supplier Contact Email:	Supplier Contact Direct Phone:	
Supplier Contact Address (if different from above):		
City:	State:	ZIP:

By responding to this solicitation, the Supplier understands and agrees to be bound by all requirements and contract terms and conditions contained in this solicitation. By signing this form, the Supplier acknowledges receipt and understanding of any and all addenda issued for this solicitation. This form, signed by an individual authorized to legally commit the Supplier, must be submitted as the cover page.

The Supplier also certifies that:

- I am authorized to commit my firm to this Proposal and that the information herein is valid for 90 from this date.
- That all information presented herein is accurate and complete and that the scope of work can be performed as presented in this proposal upon the City's request.
- That I have had an opportunity to ask questions regarding this Proposal and that those questions have been answered.
- That this Proposal response is made without prior understanding, agreement, or connection with any corporation, firm, or person submitting an offer for this Proposal and is in all respects fair and without collusion or fraud.

This form may be signed by ink signature, copy of ink signature, copy of signature, e-signature or any other form of signature. By submitting this bid, the bidder agrees that its signature will have the same legal effect as an original ink signature.

Authorizing Official Name:	Authorizing Official Title:
Authorizing Official Email:	Authorizing Official Phone:
Authorizing Official Signature and Date:	

FORM 4.02 PRICE SHEET

REQUEST FOR PROPOSAL #2026-021 TREE POLICY & LANDSCAPING ORDINANCE DEVELOPMENT

Supplier Name:

Prices must include providing all services as detailed in the Scope of Work.

1. Complete the price sheet.
2. Provide a firm fixed, not to exceed, lump sum amount for all deliverables listed in Section 2. The sum of all Deliverables listed on the Price Sheet must equal the Firm, Fixed, Not to Exceed Amount.
3. Provide firm fixed hourly rates for the Price Sheet, Part A, Section B.
4. Clearly identify any services mentioned in your response that are not included in your proposed fee, such as services that would be an additional expense.

A.	Tree Policy & Ordinance	Firm Fixed, Not To Exceed	\$

Task Breakdown	# of hours for task	Cost
Deliverable: Project Kickoff & Internal Coordination		\$
Deliverable: Stakeholder Engagement Plan		\$
Deliverable: Review Existing Tree Policies & Regulations		\$
Deliverable: Technical Integration Assessment		\$
Deliverable: Draft Tree Policy 8.40 and Landscaping 19.35 Code Change Framework		\$
Deliverable: Draft Ordinances		\$
Deliverable: Park Board Review		\$
Deliverable: Public Review & Feedback:		\$
Deliverable: Final Tree Policy & Ordinance		\$
Deliverable: Council Adoption & Implementation Planning:		\$

B.	Additional Services		
Task Breakdown		# of Hours for Task	Cost
Deliverable:			\$
Deliverable:			\$

DRAFT

FORM 4.03 QUESTIONNAIRE

Suppliers must complete this “Questionnaire” providing the information in the same order requested below. Suppliers may emphasize in their narrative any areas of their proposal that they believe exceed our requirements.

1. Qualifications and Relevant Experience

- A.** Briefly describe your company. Include how long the company has been in business.
- B.** Describe the qualifications of your company, its business experience, and achievements.
- C.** Who are you proposing to be the project manager if awarded this contract? What is their experience with this work and other aspects pertinent to this project? What are their years of experience, years in industry, years with the firm, years of applicable licenses, etc.? Provide a list of three relevant projects that the person has been involved in and their role.
- D.** Provide names, tenure, roles, and responsibilities for each key team member engaged in providing the related services.
- E.** What characteristics most distinguish your organization from your competitors?
- F.** Do you have any representatives in Washington State or the Northwest Region?

2. Technical Capability, Approach, and Capacity

- A.** Describe your approach to this project. List the primary work tasks and timeline, refer to Section 2.8. Describe your execution, management, and control of the project. For each work task, include any City of Everett staff time requirements.
- B.** Does your firm intend to subcontract any portion of this contract? If so, please provide the following: name of the firm(s), the specific work portions, and responsibilities to be performed by each subconsultant.
- C.** Identify your availability for this project. Please include a statement of other work currently underway or anticipated to be in progress during the time frame of this project and show how you intend to schedule projects so this project is adequately supported and will be delivered on time.
- D.** Describe your process to ensure compliance with City of Everett and Washington State laws and regulations.
- E.** How will your deliverables meet or exceed our needs as described in the scope of work? Address any points that the city did not include in Section 2. Include how your company will meet or exceed the list of objectives listed in Section 2.

3. Communication, Customer Services, and Training

- A.** How do you ensure that all stakeholders are kept informed, and what channels will be used for communication?

- B.** How do you handle changes or adjustments to the project, and what communication protocols will be in place for such changes?
- C.** How do you define and measure your customer service standards, and what methods do you use to ensure customer satisfaction?
- D.** Provide examples that demonstrate your ability to provide effective communication and customer service.

4. Risk, Performance, and Quality Assurance

- A.** Submit no more than five (5) completed relevant project experiences within the past five years that demonstrate successful contract performance similar in size and scope as described in this RFP, including any government experience. Include the following for each reference:
 - a. Company name and full address.
 - b. Point of contact name, title, e-mail address, and phone number.
 - c. Contract title, number, start, and completion dates.
 - d. Contract description and order or service details.
- B.** Have you defaulted on any contracts within the past three years or failed to meet contract terms? If so, describe.

**FORM 4.04 CERTIFICATE OF NON-DEBARMENT/SUSPENSION
REQUEST FOR PROPOSAL #2026-021 TREE POLICY & LANDSCAPING ORDINANCE
DEVELOPMENT**

CERTIFICATION REGARDING DEBARMENT, SUSPENSION AND OTHER

INELIGIBILITY AND VOLUNTARY EXCLUSION

LOWER TIER COVERED TRANSACTIONS

The Lower Tier Participant (Applicant for a third-party subcontract or subgrant under a federal funded project),
_____ hereinafter referred to as *Supplier*, certifies, by submission of this document, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from participation in this transaction by any federal department or agency.

Where the Supplier is unable to certify to any of the statements in this certification, such Supplier must attach an explanation to this submittal.

The Supplier, _____, certifies or affirms the truthfulness and accuracy of the contents of the statements submitted on or with this certification and understands that the provisions of 31 U.S.C. Section 3801 et seq. and Title 2 CFR Part 180 are applicable thereto.

Signature of Authorized Official

Title of Authorized Official

Date

THIS FORM MUST BE COMPLETED BY THE PRIME SUPPLIER AND ANY SUB-TIER SUPPLIERS THAT WILL BE AFFILIATED WITH THE WORK IN THIS QUOTE. RETURN ALL COMPLETED FORMS WITH ORIGINAL QUOTATION PACKAGE.

SECTION 5 – ACRONYMS & DEFINITIONS

Bidder: see “Supplier”.

CFR: Code of Federal Regulations.

City: refers to the City of Everett (“COE”), located in Washington State.

Code Requirement: all applicable requirements of the City of Everett Municipal Code (EMC) Title 16, along with any applicable codes including, but not limited to, International Mechanical Code, International Plumbing Code, and International Energy Conservation Code. EMC Title 16 can be found here:

<https://everett.municipal.codes/EMC/16>

Contractor: see “Supplier”.

Contract Administrator: see “Procurement Professional”.

Cost Analysis: comparison of offered price to the offeror’s own costs and evaluation of the difference (profit).

Lower Tier Participant: see “Supplier”.

Must: see “Shall”.

Offeror: see “Supplier”.

Price Analysis: comparison of proposed price to comparable pricing data.

Prime Contractor: see “Supplier”.

Procurement Professional: the individual in Procurement assigned by the City of Everett who is responsible for resolving contractual issues and supporting the Project Manager during Contract performance. This includes the issuance of a written document to amend, modify, or deviate from the Contract terms, conditions, requirements, specifications, details, or delivery schedule.

Project Manager: the individual assigned by the requesting department that is responsible for managing, inspecting, and monitoring all Contractor work performed to ensure compliance with the contract requirements. The Project Manager is the Contractor’s primary point of contact and acts as the agency’s representative in charge of work at the site.

Proposer: see “Supplier”.

RCW: Revised Code of Washington.

Recipient: see “City”.

Shall or Must: the terms “shall” or “must” are used whenever a specification expresses a requirement by either the City or the Supplier.

Subcontractor: the individual, association, partnership, firm, company, corporation, or joint venture entering into an agreement with the Supplier to perform any portion of the work covered by this contract.

Supplier: the individual, association, partnership, firm, company, corporation, or a combination thereof, including joint ventures, submitting a response to perform the work.

UCC: Uniform Commercial Code.

WAC: Washington Administrative Code.



City Council Agenda Item Cover Sheet

Project title: Professional Services Agreement - Amendment #1 with David Evans and Associates, Inc. for Everett Transit College Station Cabinet Charger Installation Project

Council Bill # *interoffice use*

Agenda dates requested:

Briefing
Proposed action
Consent 4/8/26
Action
Ordinance
Public hearing
Yes X No

Budget amendment:
Yes X No

PowerPoint presentation:
Yes X No

Attachments:
Amendment 1

Department(s) involved:
Everett Transit

Contact person:
Michael Schmieder, Director

Phone number:
425-257-7761

Email:
mschmieder@everettwa.gov

Initialed by:
MJS
Department head

Administration

Council President

Project: Everett Transit College Station Cabinet Charger Installation

Partner/Supplier: David Evans and Associates, Inc

Location: College Station, 2108 Tower Street

Preceding action: PSA, [6/9/25](#)

Fund: 425 Transit

Fiscal summary statement:

Summary of Professional Services provided by David Evans and Associates, Inc.:

- Scope of Work: \$78,440.33

Project summary statement:

In support of Everett Transit's expanding electric bus fleet and attendant charging infrastructure requirements, one fast cabinet charger will be installed at College Station at the Campus of Everett Community College. This additional charging capacity will extend the daily service range of Everett Transit's electric bus fleet.

David Evans and Associates, Inc, is providing all necessary electrical engineering, design services and construction management to install a 200kW plug-in bus charger at Everett Transit College Station. Transit requests to extend this agreement through the duration of the construction period.

Recommendation (exact action requested of Council):

Authorize the Mayor to sign Professional Services Agreement - Amendment #1 with David Evans and Associates, Inc. for the Everett Transit College Station Cabinet Charger Installation Project.



**AMENDMENT NO. 1
PROFESSIONAL SERVICES AGREEMENT**

This Amendment to Professional Services Agreement ("***Amendment***") is effective as of the date of last signature below, and is between the City of Everett, a Washington municipal corporation (the "***City***"), and the Service Provider identified below ("***Service Provider***"). The City and Service Provider are parties to the Professional Services Agreement described below, as may have been previously amended ("***Agreement***"). In consideration of the covenants, terms and conditions set forth below, and for good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the City and Service Provider agree to amend the Agreement as set forth below:

Service Provider	David Evans and Associates, Inc.
City Project Manager	Joan Olsen
	jolsen@everettwa.gov
Original Agreement Date	6/9/2025

AMENDMENTS		
New Completion Date	If this Amendment changes the Completion Date, enter the new Completion Date: 6/30/2027 If no new date is entered, this Amendment does not change the Completion Date.	
New Maximum Compensation Amount	If this Amendment changes compensation, complete the following table. If the table is not completed, this Amendment does not change compensation.	
	Maximum Compensation Amount Prior to this Amendment	Enter amount, if applicable
	Compensation Added (or Subtracted) by this Amendment	Enter amount, if applicable
	Maximum Compensation Amount After this Amendment	Enter amount, if applicable

Changes to Scope of Work	Scope of Work is not changed by this Amendment Leaving selection as "Click for Dropdown Menu" means no change to Scope of Work.
Other Provisions	Enter other changes to the Agreement, if any.
Standard Amendment Provisions	Regardless of the date(s) on which this Amendment is signed by the parties, and regardless of any Agreement completion date(s) that may have been in the Agreement prior to this Amendment, the parties agree that the Agreement is deemed continuously in effect since the Original Agreement Date.
	This Amendment may be signed in counterparts, each of which shall be deemed an original, and all of which, taken together, shall be deemed one and the same document. AdobeSign signatures are fully binding. Any ink, electronic, faxed, scanned, photocopied, or similarly reproduced signature on this Amendment will be deemed an original signature and will be fully enforceable as an original signature.
	All provisions in the Agreement shall remain in effect except as expressly modified by this Amendment. From and after the effective date of this Amendment, all references to the Agreement in the Agreement are deemed references to the Agreement as modified by this Amendment.

SIGNATURES ON FOLLOWING PAGE

IN WITNESS WHEREOF, the City and Service Provider have executed this Amendment.

**CITY OF EVERETT
WASHINGTON**

DAVID EVANS AND ASSOCIATES, INC.

Cassie Franklin, Mayor

Signature: _____

Name of Signer: Dimitrios Siaterlis

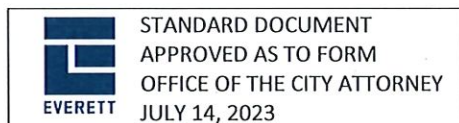
Signer's Email Address: Dimitrios.siaterlis@deainc.com

Title of Signer: Associate Vice President

Date

ATTEST

Office of the City Clerk





City Council Agenda Item Cover Sheet

Project title: Call for Bids – PGSF WMVD Storm and Combined Sewer, Package 1

Council Bill # *interoffice use*

Agenda dates requested:

Briefing
Proposed action
Consent 4/08/26
Action
Ordinance
Public hearing
Yes X No

Budget amendment:
Yes X No

PowerPoint presentation:
Yes X No

Attachments:
PSA

Department(s) involved:
Public Works

Contact person:
Tom Hood

Phone number:
425-257-8809

Email:
thood@everettwa.gov

Initialed by:
RLS
Department head

Administration

Council President

Project: PGSF WMVD Storm and Combined Sewer, Package 1

Partner/Supplier: N/A

Location: West Marine View Drive, North of Hewitt Ave

Preceding action: P&S Ordinance Update (4/01/26)

Fund: Fund 336 – Water and Sewer System Improvements Fund

Fiscal summary statement:

Project funding is provided by Fund 336 – Water & Sewer System Improvements Fund. The current engineer's estimate for the project is \$15,346,000.

Project summary statement:

Public Works requests authorization to call for bids for the PGSF WMVD Storm and Combined Sewer, Package 1 Project.

The Project involves the construction of several large-diameter conveyance pipelines that will connect the Port Gardner Storage Facility (PGSF) to the existing Storm and Combined Sewer system. The project includes pipelines in and around West Marine View Drive between Hewitt Ave and 25th Street, and three stormwater pretreatment vaults near 15th Street and Rucker Ave.

Recommendation (exact action requested of Council):

Authorize a Call for Bids for the PGSF WMVD Storm and Combined Sewer, Package 1 Project.



City Council Agenda Item Cover Sheet

Project title: Amendment No. 1 to Professional Services Agreement with Brown and Caldwell, Inc. for PGSF WMVD Storm and Combined Sewer

Council Bill # *interoffice use*

Agenda dates requested:

Briefing

Proposed action

Consent 04/08/26

Action

Ordinance

Public hearing

Yes X No

Budget amendment:

Yes X No

PowerPoint presentation:

Yes X No

Attachments:

PSA Amendment

Department(s) involved:

Public Works

Contact person:

Tom Hood

Phone number:

425-257-8809

Email:

thood@everettwa.gov

Initialed by:

RLS

Department head

Administration

Council President

Project: PGSF WMVD Storm and Combined Sewer

Partner/Supplier: Brown and Caldwell, Inc.

Location: PGSF Site/W. Marine View Drive

Preceding action: Original PSA ([09/13/23](#)), P&S Ordinance Update (04/01/26)

Fund: Fund 336 – Water and Sewer System Improvements Fund

Fiscal summary statement:

The City of Everett has an existing Professional Services Agreement with Brown and Caldwell, Inc. in the amount of \$3,819,752.00. The proposed amendment will add \$3,783,388.00 of additional funds, resulting in a revised total compensation of not to exceed \$7,603,140.00. Project funding is through Fund 336, and the agreement amount is within the programmed available funding for this project.

Project summary statement:

The PGSF WMVD Storm and Combined Sewer Project includes several new large-diameter combined sewer and stormwater pipelines, modifications to existing sewer and storm manholes, construction of several new regulator/flow diversion structures, and the rehabilitation of a former water pipeline for combined sewer use. The project will be constructed in a congested urban corridor and requires the design of several pipeline crossings beneath railroad tracks.

The original Professional Services Agreement with Brown and Caldwell, Inc. was for design engineering and associated services. The original PSA was signed 9/20/2023. Amendment No. 1 to this agreement adds additional design work, bid phase services, engineering services during construction. This amendment also extends the PSA duration by 1 year to ensure the agreement does not expire prior to construction completion and project closeout.

Recommendation (exact action requested of Council):

Authorize the Mayor to sign Amendment No. 1 to the Professional Services Agreement with Brown and Caldwell, Inc. for the PGSF WMVD Storm and Combined Sewer project for a revised total compensation amount not to exceed \$7,603,140.00.



**AMENDMENT NO. 1
PROFESSIONAL SERVICES AGREEMENT**

This Amendment to Professional Services Agreement ("***Amendment***") is effective as of the date of last signature below, and is between the City of Everett, a Washington municipal corporation (the "***City***"), and the Service Provider identified below ("***Service Provider***"). The City and Service Provider are parties to the Professional Services Agreement described below, as may have been previously amended ("***Agreement***"). In consideration of the covenants, terms and conditions set forth below, and for good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the City and Service Provider agree to amend the Agreement as set forth below:

Service Provider	Brown and Caldwell, Inc.
City Project Manager	Randy Loveless
	rloveless@everettwa.gov
Original Agreement Date	9/20/2023

AMENDMENTS		
New Completion Date	If this Amendment changes the Completion Date, enter the new Completion Date: 12/31/2028 If no new date is entered, this Amendment does not change the Completion Date.	
New Maximum Compensation Amount	If this Amendment changes compensation, complete the following table. If the table is not completed, this Amendment does not change compensation.	
	Maximum Compensation Amount Prior to this Amendment	\$3,819,752.00
	Compensation Added (or Subtracted) by this Amendment	\$3,783,388.00
	Maximum Compensation Amount After this Amendment	\$7,603,140.00

Changes to Scope of Work	Scope of Work is changed by ADDING the work in the attachment to this Amendment Leaving selection as "Click for Dropdown Menu" means no change to Scope of Work.
Other Provisions	Enter other changes to the Agreement, if any.
Standard Amendment Provisions	Regardless of the date(s) on which this Amendment is signed by the parties, and regardless of any Agreement completion date(s) that may have been in the Agreement prior to this Amendment, the parties agree that the Agreement is deemed continuously in effect since the Original Agreement Date.
	This Amendment may be signed in counterparts, each of which shall be deemed an original, and all of which, taken together, shall be deemed one and the same document. AdobeSign signatures are fully binding. Any ink, electronic, faxed, scanned, photocopied, or similarly reproduced signature on this Amendment will be deemed an original signature and will be fully enforceable as an original signature.
	All provisions in the Agreement shall remain in effect except as expressly modified by this Amendment. From and after the effective date of this Amendment, all references to the Agreement in the Agreement are deemed references to the Agreement as modified by this Amendment.

SIGNATURES ON FOLLOWING PAGE

IN WITNESS WHEREOF, the City and Service Provider have executed this Amendment.

**CITY OF EVERETT
WASHINGTON**

BROWN AND CALDWELL, INC.

Cassie Franklin, Mayor

Signature: _____

Name of Signer: Dave Bergdolt

Signer's Email Address: dbergdolt@brwnncald.com

Title of Signer: Area Director

Date

ATTEST

Office of the City Clerk

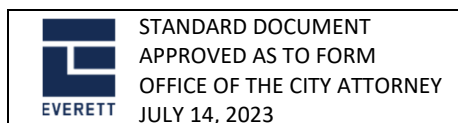


EXHIBIT A
SCOPE OF WORK

Amendment 1 to Professional Services Agreement (dated 9/20/23) with Brown and Caldwell (BC) for Port Gardner Storage Facility West Marine View Drive Storm and Combined Sewer

**PGSF WMVD Storm and Combined Sewer Final Design Amendment
and Services During Construction**

Project Understanding

The City of Everett (City) has acquired the former Kimberly Clark Wastewater Treatment Plant (KCWWTP) and has prepared a Facility Plan and design for redevelopment of the site into the Port Gardner Storage Facility (PGSF). The PGSF will improve Puget Sound water quality by reducing combined sewer overflows (CSO) and providing regional stormwater treatment. To support the function of PGSF, a series of conveyance projects must be built to convey flow to, and discharge flow from the PGSF.

The scope of work under this Amendment (Amendment 1) encompasses services during construction for the WMVD Storm and Combined Sewer design packages (Package 1 and Package 2), services during bidding, and additional design work to complete the 100% design documents.

Project Schedule

The project schedule for construction for the PGSF WMVD Storm and Combined Sewer Project is as follows and is the basis for the effort for the services during construction portion of the scope:

Project Package	Schedule
WMVD Conveyance Package 1 and 2	
Package 1 (South)	May 15, 2026 – July 15, 2027
Package 2 (Central and North)	March 15, 2026 – October 17, 2027
Ecology Agreed Order Deadline	December 31, 2027

Scope of Work Summary and Work Breakdown Structure

The scope of work for the PGSF WMVD Project (Project) herein includes 13 additional phases and 3 original phases for which budget has been augmented. These are identified in the following table. The additional phases are integrated into the original Agreement work breakdown structure for the West Marine View Drive Storm and Combined Sewer Project.

Amendment 1 Budget Augmented Phases and New Phases	
Phase 100	Project Control (Augmented)
Phase 600	Final Design (Augmented)
Phase 700	Services During Bidding (Augmented)
Phase 1010	SDC Project Management
Phase 1021	Package 1 Project Meetings
Phase 1022	Package 1 Engineering Services During Construction
Phase 1023	Package 1 Construction Change Support
Phase 1024	Package 1 Specialty Services

Amendment 1 Budget Augmented Phases and New Phases	
Phase 1025	Package 1 Close-out Period Services
Phase 1026	Package 1 Unanticipated Services
Phase 1051	Package 2 Project Meetings
Phase 1052	Package 2 Engineering Services During Construction
Phase 1053	Package 2 Construction Change Support
Phase 1054	Package 2 Specialty Services
Phase 1025	Package 2 Close-out Period Services
Phase 1026	Package 2 Unanticipated Services

Exhibit B – Budget provides additional work breakdown into additional subphases and tasks for project tracking and control.

Scope Descriptions

The phase descriptions below include an objective statement, activities/approach, task assumptions, and work products that designate which service or item will be provided by the BC team. City staff activities required to complete tasks are noted where applicable.

Scope assumptions applicable to the overall Project are described below.

Project-level Assumptions

- All deliverables will be delivered in electronic formats, with no printed copies. Bid documents will be digitally signed and sealed. City, Contractors, and City's CM firms shall be responsible for hard copy reproduction of bidding and construction documents. BC will be responsible for hard copy reproductions for their own purposes.
- Engineer, where used herein, shall mean BC and its subconsultants.
- Unless otherwise specified, meetings and workshops will be held virtually.
- Construction period services begin with bid opening and conclude with final acceptance of the work by the City.
- Services during contractor's general warranty/guarantee period are not included.
- City PM will provide timely, consolidated staff review comments on draft work products. City review periods will be identified in project schedules.
- Owner's Representatives include BC, its subconsultants, City staff, and City's CM firm that represent Owner's interests in the Construction Contract that are employed or retained by the Owner.
- Mileage for in person meetings and site visits are budgeted assuming the visits are to the Port Gardner site.
- Meeting agendas and notes will be prepared by BC unless otherwise stated.
- Labor and expense effort is inflated at 5% per annum for work taking place after 2026.
- Work extent and sequence: The scope of work and budget allocation to each phase and task is based on a number of assumptions regarding how the work is envisioned to proceed. Given the nature of services during construction, the actual level of effort required for each phase/task may require reallocation of funds from one phase/task to another.
- The scope and budget do not include effort for preparing submittals for the City's insurer or responding to review comments that may result from the City's insurer review.

- BC will document any proposed phase budget reallocations (between phase levels) and all requested changes to this Scope of Work using a Project Change Request (PCR) Form. The BC Project Manager will collaborate with the City Project Manager to develop an approach for addressing the change(s). The City Project Manager will review all changes and provide BC with written approval to modify the existing scope, schedule, and budget prior to proceeding with any new or revised work activities.
- Management of the construction will be the City's responsibility.
- The Scope of Work and Level of Effort specifically does not include any services to the City that may require response to contract claims litigation; litigation and/or disputes by third parties, e.g., property owners, permitting violations; and redesigning facilities or structures of the project. If the City requires services for these activities, it will be the subject of mutual agreement through an amendment.
- Work is limited to the budget shown in the Level of Effort. Additional work required shall be performed through budget augmentation or budget reallocation by contract amendment. Assumptions shown as part of the level of effort shall be considered as part of the Scope of Work.
- Engineer's presence on site does not make the Engineer responsible for safety, or for those duties that belong to the City or other contractors or subcontractors and consultants. Each BC subconsultant will be responsible for their own health and safety.
- The City will be responsible for contact with all tribes, permitting, and regulatory agencies.
- The City will be the lead for all community involvement efforts, including meetings, flyers, informational newsletters, signage, and all other public information.
- Redline As-Builts are not part of this Scope but will be provided by the City for reference on a regular basis.
- Identification of contaminated soils or groundwater is not part of this Scope.

Project Control

Phase 110 – Project Management

Objective: complete project management of the final design (phase 610) and perform project management during bid period services (phase 710)

Activities/Approach: Provide management, direction, coordination, and control of all project work, and associated management of project scope, schedule, budget, sub-consultants, technical quality, and monthly progress reports and invoices. This task includes the following activities:

- Conduct a virtual project kickoff meeting, including key consultant staff and City staff.
- Maintain the PMP including scope, schedule, and budget.
- Maintain the project risk register and action, issues and decision logs to aid in collaborative decision making.
- Supervise project staff and manage Consultant team budget and schedule.
- Prepare monthly project status reports. Progress reports will identify budget status, progress status, activities of the previous month, and up-coming activities.
- Prepare project change requests (PCRs), if needed.
- Conduct bi-weekly (once every two weeks) calls between BC's Project Manager (PM) and the City's PM to review project status, schedule, contract issues, and other project management

related issues.

Task Assumptions

- PM meetings will be by MS Teams and will occur weekly with a duration of approximately 30 minutes.
- Project Management for these phases will last 5 months
- Project Management for the Services During Construction Phase will be completed under Phase 1010
- There will be 5 monthly invoices
- There will be 20 bi-weekly meetings

Everett Responsibilities

- Coordinate attendance at regular PM meetings.
- Review monthly status reports and supporting project documentation for invoice and payment approval.

Meetings

- Biweekly PM calls for the duration of Project.

Work Products

- Monthly progress reports and invoices.
- Submittal of updated project logs as needed to support key activities and decisions (risk register, action/issue/decision logs).
- Project change requests (PCRs) as necessary.
- Brief meeting agendas and notes for bi-weekly calls.

Final Design

Phase 610 – Final Design

Objective: Complete final design inclusive of coordination with Port, PSE, Ecology during final design and during bid period services.

Activities/Approach:

- 100% (bid ready) construction drawings
- Develop 100% (bid ready) construction specifications
- Develop 100% (bid ready) construction schedule
- Develop 100% and bid ready construction cost estimate
- Coordination with PSE and Ecology on discharge permits
- Coordination with Port on Grand Avenue Bridge Art Project
- Coordination and further development of the art project at Grand Avenue Bridge

Task Assumptions

- The design includes 2 construction packages (Package 1 and 2)
- Up to a maximum of \$30,000 for additional design details and coordination on the Port art project

Everett Responsibilities

- Review and provide comments for all documents for each package

Meetings

- Up to 6 total coordination meetings with PSE, Port, Ecology

Work Products

- 100%, and Final Contract documents
- Final BODR
- Coordination Meeting Minutes

Bid Period Services

Phase 710 – Bid Period Services

Objective: To assist the City during the bidding time period for each of the identified construction packages.

Activities/Approach:

- Preparation of Bid Addenda to answer Bidder questions and provide edits, changes, or clarifications to bid documents.
- Complete conformed “for construction” contract documents incorporating addenda from the bidding period.
- Respond to contractor RFIs during bidding period
- Attend pre-bid meetings
- Review bid submissions along with the City, noting any informalities. Check bidder references as appropriate.

Assumptions

- Bidder qualifications will be included in the bidding documents (i.e. no separate pre-qualification step prior to formal bid period).
- Total of 10 bidder questions during bid period.
- Total of 2 addendum, that will consist of drawing updates (noted with revision clouds) and changes to the text on contents of the specifications.
- Total of 5 bid submissions per bid.
- One electronic deliverable (PDF) set of “for construction” documents will be provided for the Conformed Documents. No hard copy prints are included as part of this scope.
- Services include up to 2 “Bid Period Services”.
- Prebid meeting will be in person.
- 1 tour per bid package, up to 4 hours in duration.

Everett Responsibilities

- Coordinate bid period activities.
- Finalize Instructions to Bidders, General and Supplementary Conditions.
- Solicit and administer public bids for the construction package.

- Receive and disseminate requests for information to Consultant and City responders.
- Hold pre-bid meeting and pre-bid tours by prospective contractors.
- Review bids.
- Obtain construction phase permits, or assign responsibility to contractor.
- Award construction contract to lowest, responsive and qualified bidder. Administer and execute all contract forms.

Meetings

- Prebid meetings (2).

Work Products

- Replies to bidder questions
- 2 addendum
- Bid review recommendations and bidder reference summaries.
- Conformed "For Construction" Documents

Services During Construction (SDC)

Phase 1010 – SDC Project Management

BC is responsible for consulting services in project management, project tracking and reporting directly to the City Project Representative (PR). These responsibilities include overall coordination and oversight of the Engineer team and administration of the contract to complete the Scope of Work within budget. BC shall also manage their work to meet the established project milestones and schedule. The Construction Administrator (CA) is a member of the BC team responsible for oversight and coordination of Engineer construction phase activities. The CA operates within the boundaries of Engineer responsibilities and does not assume duties assigned to the City, City's CM, or contractors. The CA will work with the BC Project Manager to oversee the following requirements. This phase includes all work related to the management, administration, and coordination of BC activities for Phases 600 through 1056.

Phase Assumptions:

- Construction phase duration will be no longer than 18 months (Notice to Proceed until Physical Completion) and Services during bidding will be no longer than 3 months.
- If the City contracts with a third-party CM Firm, that third-party CM Firm will lead Owner agency on behalf of the City with respect to the construction contract.
- City's CM will set up and maintain a project document management system (DMS), including holding training workshop(s), for parties to the construction contract in its use.
- City's CM will establish workflows, with BC input, for submittal and RFI reviews.
- City will attend document management system and construction protocols training workshop hosted by the City's CM.
- City will engage with BC's Construction Administrator (CA) to maintain familiarity with construction progress, needs, and issues.

Task 1010.1 Project Work Coordination

Objective: Oversee and coordinate the activities of the BC project team throughout the course of the project to ensure completion of the scope of work.

Activities/Approach:

- Provision of a full-time Construction Administrator (CA). CA will be responsible for oversight and coordination of Engineer construction phase activities.
- Coordination with City public works, building, and operations staff, City's Construction Manager (CM), office engineering staff, and subconsultants performing construction phase services.
- Monitor project progress relative to schedule and budget expenditure; initiate mid-course corrections as necessary.
- Monitor staffing needs relative to schedule, budget, as well as the technical needs of the project; initiate staff changes if deemed necessary.
- Respond to questions from project team, including interpreting scope of services, interpreting direction from the City, clarifying roles and responsibilities, etc.
- Prepare subcontracts for subconsultants, including any amendments required during the execution of the project. Maintain contact with subconsultants on all project related matters.
- Monitor and direct BC's internal document control, including electronic files.
- Maintain contact with the City project management staff on all project-related matters; contact will be a combination of phone calls, virtual meetings, and e-mails.

Assumptions:

- The City's CM will prepare and maintain the action item and decision logs for the Construction period.
- Coordination will include correspondence via emails, phone calls and virtual ad-hoc meetings. Site visits are not included.
- Allowance of up to 20, 1-hour ad-hoc meetings, attended by up to 2 BC staff, related to Project Work Coordination.

Task 1010.2 Monthly Progress Reporting

Objective: Oversee and coordinate the activities of the project team to ensure completion of the Scope of Work. BC shall submit a monthly progress report to the City Project Representative each month.

Activities/Approach:

- Prepare monthly progress reports that include:
 - A brief narrative of work completed for the prior month for each BC Work Breakdown Structure (WBS) phase/task.
 - A brief narrative of work expected to be completed during the next month for each BC WBS phase/task.
 - A list of Contract deliverables and status.
 - A summary of updates to the project schedule.
 - Identification of any WBS phases or tasks that are delayed or determined at-risk and a summary of a recovery plan including action items, and project impacts.

Deliverables:

- Monthly progress reports

Task 1010.3 Project Controls

Objective: Maintain the project schedule, track budget and progress, and track weekly expenditures.

Activities/Approach:

- Maintain schedule and budget plan for entire project, including phases, tasks, and deliverables.
- Update the contract schedule monthly to show minor changes in the schedule. The schedule updates are completed for inclusion with the monthly progress report and for coordination with the City and discussion at the progress meetings.
- Identify impact of proposed changes on cost, schedule, and budget.
- Update project status every month, incorporating actual progress, and tracking approved changes.

Assumptions:

- The City project team will participate in schedule status reviews and updates and provide status updates for tasks. Any issues or deviations identified by the team to the schedule will be brought to the attention of the PR and BC immediately.

Deliverables:

- Provide project schedule updates monthly, incorporating actual progress, and tracking approved changes, using forms and templates used as part of the original scoped design work.

Task 1010.4 Project Construction Schedule Review

Activities/Approach:

- Review Contractor developed construction schedule.
- Conduct eighteen (18), 1-hour meetings to review the Contractor's project construction schedule updates with the City Project Representative (PR), BC PM, BC CA, and City project control.

Assumptions:

- The City will participate in schedule development.
- The City will provide input for their major activities.

Deliverables:

- Comments on Contractor construction schedule

Task 1010.5 Project Management Plan Update (PM Plan)

Objective: Prepare an updated project management plan for this phase of the project. The design scope PMP will be used as a starting point.

Activities/Approach:

- Update the design scope PMP to reflect the work in the scoped Services During Construction.
- Update the design scope project Health and Safety Plan (HASP) for the scoped Services During Construction.
- Provide project team organization that includes City and BC staff and lists responsibilities.
- Update contact information of team organization members, including telephone numbers and mail/e-mail addresses.

- Update the Quality Management Plan (QMP) for the scoped Services During Construction.
- Include protocols for team communication, including media communications.

Assumptions:

- None

Deliverables:

- Draft and Final PMP
- Draft and Final HASP
- Draft and Final QMP

Task 1010.6 QA/QC Program

Objective: Implement the Quality Management Plan prepared under the Project Management Plan Update task for ongoing checking of work products and deliverables prior to delivery to the City.

Activities/Approach

- Independent review of significant work products as outlined in the QMP prepared as part of the PMP.
- Peer reviews of change order designs, RFI responses and submittal review responses for completeness, soundness of approach and consistency in messaging.

Task 1010.7 Program Coordination Meetings

Objective: Prepare for and participate in meetings with the City PR and City's CM to coordinate the construction of Package 1, Package 2 and the Port Gardner Storage Facility. Topics will include discussions on project progress, upcoming work, and points where work intersects.

Activities/Approach:

- Prepare for and participate in team meetings with the City PR and other City staff, City's CM, and/or contractors. Meetings will be attended by 2 BC staff. Team meetings will be held bi-weekly during the 18-month duration of the scoped Services During Construction, for a total of 39, 2-hour team coordination meetings, held virtually. Submit agenda items for inclusion in the City-prepared agenda at least 3 days prior to the meeting date. This scope includes effort for one hour to prepare for each meeting. BC will spend 40 hours to prepare for briefing level presentations.
- Focus meetings will be held on an as needed basis to discuss topics needing more time than available in the weekly coordination meetings. There will be a total of 20, 2-hour long, focus meetings held virtually and attended by 2 Engineer staff. Submit agenda items for inclusion in the City prepared agenda at least 3 days prior to the meeting date.

Assumptions:

- The City or City's CM will schedule, organize, and facilitate the program coordination meetings.
- At minimum, the meetings will be attended by the PR and selected City project team members as needed for discussion of task items in progress.
- BC will prepare meeting agenda and notes for any additional coordination meetings requested by the Engineer. Otherwise, additional coordination meetings requested by City, Contractor, or City's CM staff will have meeting notes prepared by City's CM staff.

Deliverables:

- Meeting agenda items sent to City to be included in City CM-prepared agenda

Package 1 Phases and Tasks

Phase 1021 – Package 1 Project Meetings

BC will prepare for and participate in project meetings between project team members and represent the City throughout the construction process.

Task 1021.1 Weekly Construction Progress Meetings

Objective: Prepare for and participate in progress meetings with the Contractor, City's CM, and City staff. The meetings will be attended by the BC CA and other members of the BC team as needed for progression of task items, facilitating construction processes and protocols, and resolve issues.

Activities/Approach:

- Prepare for and participate in weekly construction progress meetings with the City PR and other City staff. This scope includes 57 one-hour meetings held virtually. Meetings will be attended by 2 BC staff and will occur via MS Teams. BC will spend 40 hours to prepare for more complex topics discussed at the progress meetings.
- Submit agenda items for inclusion in the City-prepared agenda at least 3 days prior to the meeting date.

Assumptions:

- City staff will attend weekly construction progress meetings for the duration of the scoped Services During Construction. At minimum, the meetings will be attended by the City PR and selected City project team members as needed for discussion of task items in progress.
- The City's CM will schedule, organize, and facilitate the meetings, including preparation of meeting agenda and notes.
- Meetings will be held virtually via MS Teams.
- City's CM Field Representative will perform regular, day-to-day construction observations and complete daily inspection reports to record construction activities on each working day. Daily inspection reports will be shared with BC at minimum at weekly intervals.

Deliverables:

- Meeting agenda items sent to City to be included in City-prepared agenda.

Task 1021.2 Weekly Coordination and Focus Meetings

Objective: Prepare for and participate in coordination and focus meetings with the City PR and City's CM. Topics will include candid discussions on project progress, upcoming work, construction issues, and other topics. These meetings will not be privy to the Contractor.

Activities/Approach:

- Prepare for and participate in team meetings with the PR and other City staff. Meetings will be attended by 2 BC staff. Team meetings will be held weekly during the 13-month duration of the scoped Services During Construction of Package 1, for a total of 57, 1-hour team coordination meetings held virtually. Submit agenda items for inclusion in the City prepared agenda at least 3 days prior to the meeting date. This scope includes effort for one hour to prepare for each meeting. BC will spend up to 40 hours cumulatively to prepare for more detailed briefing level presentations.

- Focus meetings will be held on an as needed basis to discuss topics needing more time than available in the weekly coordination meetings. There will be a total of 20, 2-hour long, focus meetings held virtually. Submit agenda items for inclusion in the City prepared agenda at least 3 days prior to the meeting date.

Assumptions:

- The City or City's CM will schedule, organize, and facilitate the meetings.
- At minimum, the meetings will be attended by the City PR and selected City project team members as needed for discussion of task items in progress.
- BC will prepare meeting agenda and notes for any special meetings requested by the Engineer. Otherwise, special meetings requested by City, or City's CM staff will have meeting notes prepared by City's CM staff.

Deliverables:

- Meeting agenda items sent to City to be included in City-prepared agenda

Task 1021.3 Site Visit Meetings and Ad-hoc Field Visits

BC will perform site visits at the construction site at a frequency commensurate with construction progress to remain informed and engaged with construction progress and to facilitate RFI responses, submittal reviews, or resolve engineering and permit issues.

Activities/Approach:

- Prepare for and participate in team meetings with the City PR and other City staff. Site visit meetings will be held at a frequency commensurate with construction progress and on an as needed basis to discuss topics needing a field visit. There will be an estimated total of 30, 2-hour-long site visit meetings, attended by an engineering staff member. Travel time of one and a half hours and one hour of prep and one hour of follow-up coordination is included in the estimate. An estimated 40 hours of informal consultation will be provided for City questions and requests for information not related to a Contractor RFI.
- BC will inform the City PR if a site visit is required.
- Create a site observation form.
- Attend Contractor safety training as requested by the Contractor and City PR.

Assumptions:

- The City or City's CM will schedule and organize the site visits as needed. The City or City's CM will inform the Contractor of the visit.
- The City or City's CM will provide site access during normal working hours when requested, including prior to and after contractor mobilization to the site.
- BC will be provided access to the construction site without requiring advanced notice.
- BC will adhere to the Contractor safety requirements in addition to their own Site-Specific HASP.
- Ad-hoc field visits will be scheduled on an as-needed basis and will not exceed 5 visits with 2 BC staff each visit.

Deliverables:

- Field memoranda documenting engineer field visits and meetings attendance notes (for Engineer called meetings)

Phase 1022 – Package 1 Engineering Services During Construction

Task 1022.1 Conformed Documents

Objective: Prepare conformed drawings and specifications that reflect issued addenda.

The bid documents and written addenda are the official contract record. Conformed drawings are issued solely for the convenience of the contractor and the larger construction team. No new engineering or design will be performed in the preparation of conformed drawings and specifications. Only changes already issued as addenda will be made to the contract documents.

Activities/Approach

- Remove signatures and add disclaimer to all drawings and front matter of specifications.
- Incorporate addenda into drawings and specifications. Up to 100 addenda drawings and 20 addenda specifications will be modified to complete conformed document set, with an average effort of 1 hours per drawing and 1 hours per specification.
- Produce PDF files for conformed documents. Production of conformed document set will require 100 hours of effort to create PDFs of revised drawings and specifications, and compile documents into volumes.
- Engineers of record review and sign/seal conformed documents.

Assumptions

- Clarification question responses issued with addenda will not be reflected in the conformed documents.
- City will print documents for City use as needed.
- Follow City standards for preparing Conformed Documents

Deliverables:

- Conformed drawings, Divisions 01 - 50 of the technical specifications, project details, and attachments (if modified).

Task 1022.2 Master Submittal List

Objective: Develop a master submittal list using submittals required in the specifications.

Activities/Approach

- Develop a draft master submittal list based on the project specifications and assign reviewers.
- Revise master submittal list based on City comments.
- Incorporate changes from addenda.
- Prepare final master submittal list.
- Contractor's master submittal list will be reviewed and compared to City's master submittal list. Observed discrepancies will be noted during submittal review process.

Assumptions

- City will provide master submittal template in an Excel format.
- City will review and provide comments for draft list.

Deliverables:

- Draft and Final Master Submittal List.

Task 1022.3 Submittal Review

Objective: Review and provide comments with dispositions for Contractor submittals and resubmittals on Construction Package 1.

Activities/Approach: This task includes the following activities:

- Review submittals assigned to BC by the City. Review, assess, and provide comments related to the submittals, principally for general conformance to the Contract Documents, acceptability of equal, deviations, and substitutions, applicable regulations, and permit conditions.
- Review Division 1 submittals related to temporary controls, schedule, quality control, warranties and bonds, and record drawings in a secondary capacity to the City's CM.
- Bring to the attention of the City's CM any potential issues stemming from submittal reviews, including potential change orders, field directives, and concurrent impacts to other submittal information previously submitted or to be submitted.
- Internal document management for 13 months of submittals including tracking, assignment and coordination, is budgeted at 4 hours per week.
- Responses will be provided within 14 working days after receipt. If a submittal response requires more time, the City will be notified.

Assumptions

- Anticipated number of submittals is no greater than 50, not including resubmittals.
- Resubmittal rate is no greater than 50%.
- Average level of effort per submittal is no more than 8 hours and no more than 4 hours per resubmittal.
- Submittal effort will be commensurate with Contractor providing a complete submittal, meeting the technical and procedural requirements. If a submittal is found not to be complete upon cursory review, it will be rejected without review.
- City's CM will administer and manage submittals, including processing and tracking, screening for completeness, distributing to the CA, and returning review comments to Contractor.
- The City's CM will notify BC if a submittal requires expedited review. Expedited responses will be provided when requested and as is feasible.
- The City's CM will review submittals for general conformance to submittal content requirements, and address the submittal when appropriate, without BC review (but will make all submittals, including submittal reviews available to BC). Submittals that substantially do not meet the submittal content requirements will be rejected and returned to the Contractor without review by BC.
- The City's CM will review submittal review comments and include additional review and comments where appropriate prior to return to the Contractor.
- The City will review and respond to submittals to which the City has been assigned.
- Submittals with responses which change contract price or duration will be assigned a Change Order Proposal Number by the City's CM and further tracked as a contract change by the City.
- An increase in the number or complexity of submittals beyond the estimated amount may require an increase to the anticipated level of effort.

- Submittal preparation quality is dependent on Contractor's administration quality control and is not within the control of the City or Engineer.
- Submittal metrics will be reviewed monthly and included in the monthly progress report.
- City's CM will review contractor schedule submittals, schedule of values, and other administrative submittals made pursuant to Division 1.
- BC will review CPM schedule and updates, but in a secondary capacity to the City's CM.
- BC will not review progress payment requests.

Work Products

- Submittal review comments on BC "Submittal Review Comment" form (SRC) with dispositions.

Task 1022.4 RFI Review

Objective: Review and respond to Contractor Requests for Information (RFIs).

Activities/Approach: This task includes the following activities:

- Collaborate with City and City's PM in responding to RFI questions and developing responses.
- An estimated 80 RFIs are assumed for response and input by BC team staff. RFI response is budgeted at 4 hours per RFI.
- All RFIs will be vetted by City's CM staff as to need for office engineering support/response, or direct response by City's PM or CM.
- Forty (40) hours will be provided for internal document management including tracking, assignment and coordination.
- Forty (40) hours of informal consultation will be provided for City questions and requests for information not related to a Contractor RFI.
- Changes to drawings or specifications resulting from RFIs would be implemented as part of Task 1023 Construction Change Support.
- Responses will be provided to the City's CM within 7 working days after receipt. If an RFI response requires more time, the City will be notified.

Task Assumptions

- City's CM will administer and manage Requests for Information (RFIs), including processing and tracking, screening for completeness, distributing to the CA, and returning review comments to Contractor.
- The City's CM will notify the Engineer in the event that an RFI requires expedited review. Expedited responses will be provided when requested and as is feasible.
- The City's CM will review RFI prior to submittal to BC and address the RFI when possible, without BC review.
- The City's CM will review all RFI responses and provide additional input as necessary prior to submittal to the Contractor.
- The City will review and respond to RFIs to which the City has been assigned.
- The City will provide BC research materials and field access to respond to RFIs, as required.
- RFIs with responses which change contract price or duration will be assigned a Change Order Proposal Number and further tracked as a contract change.

- RFIs received beyond the estimated amount may require an increase to the anticipated level of effort.
- Number of RFIs and hours is an estimate and may not reflect actual number of RFIs or time required for RFI review. RFI metrics will be reviewed monthly and included in the monthly progress report.
- RFI responses will be noted and tracked on Contractor's redline record drawings and not through reissuance of Contract drawings.

Meetings

- Allowance of up to 40, 1-hour ad-hoc meetings/correspondence related to RFI issues resolution and response.

Work Products

- RFI responses.

Task 1022.5 Bluebeam Session Management

BC will maintain a set of conformed Contract Documents in a Bluebeam Studio Session reflecting design and field changes that are accessible to the Design Team, City and City's CM for the duration of the project. The Bid Documents are the official documents; the Conformed Documents are for the convenience of the contractor.

The conformed documents shall be updated by BC on a monthly basis to reflect recent approved submittals, Change Orders (COs) and RFIs as well as other field changes not captured in an RFI or CO.

The marked up conformed documents will be the basis for subsequent CO and RFI responses.

The City and the City's CM are responsible for updating the redline as-built documents that reflect changes made in the field and providing updates monthly, prior to the Bluebeam updates. Bluebeam updates will be based on final and official documents provided to the BC team by the City.

Drawings:

In general, markups in Conformed Drawings shall be done in the following manner and include the following information:

- Add notes on drawings with appropriate reference numbers to RFIs, Change Orders, Field Directives, or other approved changes.
- Maintain/Update Drawing Revision Blocks
- Markups should indicate general area affected and give brief description of the issue.
- Use revision clouds and create linework where needed to help identify area and change.

Specifications:

In general, markups in conformed specifications shall be done in the following manner and include the following information:

- Add notes on specifications with appropriate reference numbers to Submittals, RFIs, Change Orders, or Field Directives.
- Markups should indicate equipment and/or spec requirements affected.
 - Indicate submitted manufacturer/model under "Acceptable Manufacturers" by yellow highlight in spec or add notes summarizing where a substitution was accepted

- Use revision clouds where needed to help identify items and specific change/revision in Bluebeam.

Activities/Approach:

- Coordinate with the City and the City's CM regarding City staff and City's CM staff permissions for Bluebeam access.
- Conformed Documents will be reviewed monthly during meeting between Design Team and City Staff. It is estimated that updates will be made weekly for 13 months at four hours per week (224 total hours). The final documents will be transferred to the City at the end of the project.
- Two training sessions on how to review documents in the Bluebeam Session (Bluebeam 2020 or newer) will be provided to City and City's CM staff. BC will establish a common user Profile with Tool Chest of Tool Sets within the Bluebeam Session. Training will include identification of the workflow process with steps of how to complete the process.

Deliverables:

- Workflow diagram for submitting comments and mark-ups to drawings and specifications.
- Two training sessions for City and City's CM staff to confirm access to the Bluebeam Session and review workflow(s).
- Electronic copy of final PDF documents at Substantial Completion.

Phase 1023 – Package 1 Construction Change Support

Objective: Provide technical review of Change Order Proposals (COPs), Work Change Directives (WCDs), Change Order Requests (CORs), and Field Orders (FOs), and provide recommendations for action in response to COPs and CORs. Coordinate and prepare change documentation with adherence to contract change procedures.

Activities/Approach: This task includes the following activities:

- Prepare and/or review Change Order Proposals and Work Change Directives (by City/Engineer) and Change Order Requests (by the Contractor), screening for completeness, distributing to the appropriate reviewers, and returning review comments to the initiator of the change proposal or directive.
- Review comments and recommendations will be provided within 14 working days after receipt. If a review requires more time, the City will be notified.
- Design document revisions will be provided in a mutually agreed upon timeframe and format based on the complexity of the revisions and the need for coordination between BC, the Contractor, the City, and/or vendors.
- Assist City's CM with research, design clarification and design changes transmitted to the Contractor through Field Orders. Field Orders are written orders issued by the Owner's Representative that requires minor changes in the Work, but do not involve a change in the Contract Sum or the Contract Time. It is presumed that force account allowances and unit bid items falling under the Total Contract Sum will fall under Field Order authorizations.
- Coordinate with Discipline Engineering staff for design services where required.

Assumptions

- City's CM will administer and manage Change Documentation, including processing change orders and field orders, changed work tracking, distributing change documentation, and maintaining change logs.

- The City will have final decision-making authority on disposition of Change Order Proposals and Change Order Requests and will direct BC when design document revisions are requested.
- An estimated 100 change items is assumed with engineer design labor effort of 5 hours per change item.
- Expedited responses will be provided when requested and as is feasible. If an expedited review is required, the City will notify BC.
- The City or City's CM will review all COP, WCD and COR responses and recommendations and provide additional input as necessary prior to submittal to the Contractor.
- Change items number and design effort is an estimate and may not reflect actual number of items or effort. CO metrics will be reviewed monthly and included in the monthly progress report.
- Reissuance of contract drawings may be required for select change issues to communicate design intent at Engineer's discretion. Contractor's record drawings will incorporate contract change designs and record information. City's CM will check Contractor's redline record drawings include this information.
- Price negotiation for Change Orders will be by the City's CM.
- The City will prepare Change Orders for council approval, including processing and tracking.
- The City will review and comment on Contractor's Change Order Requests content and pricing.
- The City will provide research materials and field access to respond to change requests, as required, as governed by the Contract.
- The City will host ad-hoc meetings related to change issues.

Meetings

- Allowance of up to 40, 1-hour ad-hoc meetings, attended by 2 Engineer staff members, related to change issues.

Deliverables

- Contract change design content, including sketches, photos, pdf markups and reissued Contract Drawings to communicate changes to the Contract Documents.

Phase 1024 – Package 1 Specialty Services

Task 1024.1 Permit Services (Not Used)

Task 1054.2 Cultural Resources Services during Construction (Not Used)

Task 1024.3 Coordination with Stakeholders

Activities/Approach:

- Prepare for and attend meetings with Contractor, City's CM, City PR, and other City staff for the purpose of supporting the City in their coordination of the project with stakeholder agencies (e.g. Port of Everett, Puget Sound Energy, BNSF Railway, and the US Navy, Snohomish County Public Utility District) during construction, as requested by the City. Up to ten (10) coordination meetings, held virtually, will be attended by two (2) BC staff with eight (8) hours per person per meeting, inclusive of the activities listed below.
- Compile coordination materials for each meeting, including drawings, evaluation documents, calculations, or other materials, as requested by the City.

- Provide utility coordination services during construction:
 - Design changes and coordination with Snohomish County Public Utility District, Puget Sound Energy, Navy communication lines and sewer and others as identified.
 - Incorporate relevant design information received from Utilities during construction.

Assumptions:

- Agendas and final meeting notes will be provided by the City's CM.
- Contractor will call for locate services (both public and private) as required
- Contractor will develop temporary utility service applications
- City will directly pay utility providers for utility relocations, pole holds, and similar utility fees.
- Services will be provided upon request by the City.

Deliverables

- Meeting coordination materials including drawings, evaluation documents, calculations, or other materials, as requested by the City.

Task 1024.4 Geotechnical Construction Services

Activities/Approach:

Geotechnical construction services are being led by HWA GeoSciences Inc. (HWA) and include the following:

- Participate in project kickoff meeting (2 staff at 4 hours each) and up to five (5) construction coordination meetings (2 staff at 1 hour each).
- Provide consultation for geotechnical aspects of the project that arise during construction.
- Up to 315 hours (15 hours per structure for 21 structures) to provide periodic site visits to verify that subgrade soils are suitable to provide support for the proposed structures. If needed, additional subgrade inspections will be conducted under the Construction Management (CM) contract. Material and compaction testing will be completed under the third part CM contract.
- As needed, provide part-time or full-time observation of the excavation and construction of the temporary shoring. This will include observation of sheet pile driving, soldier pile and monitoring for caving, verification that adequate depth is achieved, and placement of concrete and backfill. Up to five (5) part-time visits at 6 hours per day and five (5) full-time visits at 10 hours per day. Additional time may be required depending on Contractor's progress, budget will be added by amendment or reallocated from other tasks as mutually agreed.
- Prepare a summary field inspection report for submittal to the City, documenting the observed construction activities.
- Provide on-call response with environmental sampling for unanticipated contaminated conditions that may arise during construction. Each on-call response is estimated to require approximately 12 hours for coordination with the analytical laboratory; travel; time on-site; sample submittal to the laboratory; analytical data review and tabulation; and preparation of field reports. All environmental samples will be submitted to the laboratory on a rush (1 to 2 day) turnaround time. Resulting environmental field reports will be provided the day after final laboratory results are received. This task includes up to 5 on-call responses.

- Provide the City and/or Contractor with waste profiling assistance by preparing applicable portions of waste profile documents for proper disposal of contaminated materials. The City or Contractor will sign as the “generator” of all waste profile documents.
- BC will attend up to three (3) site visits (10 hours each including preparation and travel) for geotechnical observations and coordination.

Assumptions:

- Soil samples will be collected from stockpiled soils by the Engineer. The Contractor will provide assistance with sample collection (e.g., operation of heavy equipment if needed for sampling)
- Water sampling will be conducted from water storage tanks with a reasonably accessible port to fill laboratory containers.
- The City or City's CM will schedule sample collection with a minimum of 48 hours' notice prior to the requested soil sample collection.
- The construction services are provided based on an estimated rate of progress by the Contractor, which may require adjustment due to the Contractor's rate of construction, weather delays and/or other factors beyond the Engineer's control.
- The City or City's CM will schedule inspection as needed, with a minimum of 48 hours' notice prior to the requested inspection date.
- Evaluation of fill placement and compaction, if needed, will be completed under a separate contract with the third-party CM. Laboratory testing of construction materials is excluded.
- Soil and/or groundwater samples will be analyzed for contaminants based on the disposal facility requirements within the limits of the budget.
- The City or Contractor will sign as the “generator” of all waste profile documents, and all discharge water permit documents. All fees associated with waste profile submittal, discharge permit applications, and contaminated material disposal will be covered by the City or Contractor. All hours and items are estimated and may be shifted between tasks within the limits of the total budget at the discretion of HWA's project manager.
- The response to on-call geoenvironmental services is for sampling of suspect contaminated materials and assistance with disposal of the suspect materials. Full-time or extended oversight of excavation of contaminated areas is not included in this scope of work.
- Work performed outside of standard business hours and days (7:00 AM to 7:00 PM, Monday to Friday) will be billed at 1.5 times the standard hourly rate. All night work is charged at an 8-hour minimum segment. Night work cancelled within 12 hours of scheduled time will be charged 8 hrs. All weekend work is charged at a 4-hour minimum segment. Weekend work cancelled within 12 hours of scheduled time will be charged 4 hrs.
- Suspected contaminated soils or groundwater will be stockpiled on-site by the Contractor while testing occurs.
- Daily inspections of construction activities will be conducted by the construction management team.

Deliverables:

- Field inspection reports for site visits
- Laboratory test results
- Applicable portions of waste profile documents for proper disposal of contaminated materials.

Task 1024.5 Surveying

Activities/Approach:

Surveying is being led by OneAtlas and includes the following:

Provide up to one (1) full day and two (2) half days of survey support services during construction as requested by the Project Representative.

Tasks may include the following:

- Verification of easement boundaries.
- Verification of pipe inverts and alignment.
- Verification of location and monitoring of settlement monitoring points.
- Verification of existing site features.
- QA/QC of Contractor survey.
- Survey services will be in coordination with City of Everett technical activities. Construction Contractor will provide their own survey services to locate and support construction activities.

Deliverables:

- Surveyor notes, maps, and information in electronic format.
- Revised base mapping for use in Record Drawings. Use electronic CAD files.

Task 1024.6 Trenchless Pipeline Observation (Not Used)

Task 1024.7 Structural and Civil Observation

Activities/Approach:

- At the Project Representative's request, BC staff will provide structural observations by structural engineer. Structural observations by structural engineer will be part-time over three (3) months, totaling up to twenty (20) hours.
- At the Project Representative's request, BC staff will provide civil observations by civil engineer. Civil observations by civil engineer for will be part-time over thirteen (13) months, total up to fifty (50) hours.

Deliverables:

- Written observation report, summarizing work observed, persons present at the site visit, and any corrective actions needed in electronic format.

Task 1024.8 Technical Support

Objective: Provide technical support, coordination, and oversight to the specialty services identified in Phase 1024.

Activities/Approach:

- Coordinate specialty services activities. Provide oversight and arrange meetings.
- Provide technical support to specialty services providers, up to four (4) hours per month.

Deliverables:

- Meeting agenda and meeting summaries.

Phase 1025 – Package 1 Close-out Period Services

Provide support to the City in procedures required to finalize project components and document completion for City records.

Task 1025.1 Completion Activities

Objective: To assist with project closeout procedures, prepare construction completion documentation. Activities under this task generally extend from 60 days prior to substantial completion to engineering services project closeout.

Activities/Approach: This task includes the following activities:

- Complete discipline engineering walkthroughs to develop corrective work items (punch list items) to supplement those items already noted by the City's CM.
 - Discuss corrective work items completion and contribute to decision to sign-off corrective work items with City's CM.

Assumptions:

- City's CM will create, manage, and track Corrective Work Items List
- City's will transmit documentation from the construction record not already in BC's possession for preparation of the Construction Completion Report.
- The City will host final walkthroughs for the purpose of corrective work items assessment.
- The City will track Corrective Work Items List, including signing off completed items.
- The City will complete warranty items lists and track warranty items completion.
- The City will contribute IDRs and progress meeting minutes to Construction Completion Report
- The City will complete letters of substantial and final completion.
- BC will not provide warranty period services under this Amendment.

Meetings:

- On-site corrective work walkthroughs by engineering disciplines.

Deliverables:

- Discipline items to include in Corrective Work Items Lists – all disciplines.
- Construction Completion Report (electronic deliverable transferred through OneDrive).

Task 1025.2 Record Documents

BC will produce record drawings using vendor submittal and as-built information provided by the Contractor.

Activities/Approach:

- Final record drawings will start from markups in Bluebeam session and will incorporate redlines provided by the Contractor and limited field confirmation of record conditions (assumed 30 hours of field review time and 60 hours of office engineering support). The Contractor will maintain responsibility for the accuracy of redlines in conveying the as-built conditions.
- For budgeting purposes, 40 sheets are assumed to require revisions for the final record set and each sheet is assumed to require 8 hours of CAD effort for revisions (320 hours). Effort includes updating the title block for all sheets.
- Record drawings will not be signed or sealed.

Assumptions:

- Demolition Drawings (those noted as #X in drawing designation, i.e., CX-2021, EX-2001) will not be included with record drawing set.
- Temporary facilities drawings (i.e., temporary erosion and sediment control) will not be included with record drawing set.
- Contractor will provide 2D redlined as-built drawings, which include complete and comprehensive redlines for the entire contract drawing set. Although the Contractor will be required to provide a BIM coordination model at the end of construction, as-built information therein will not substitute for the 2D redlines.
- BC will follow City of Everett CAD Standards.

Deliverables:

- Final record drawings, in electronic format

Phase 1026 – Package 1 Unanticipated Services (scope and budget augmented to original Agreement)

Objective: Provide budget allowance for potential additional work requested by the City.

Activities/Approach: To be determined, based on City requests. No work will be completed under this phase without written direction from the City. The budgeted amount for unanticipated services is as provided in Exhibit B.

Phase Assumptions:

- BC will prepare a Project Change Request (PCR) describing each additional and identifiable task under this allowance. The PCR will include a short description of the added scope with budget to be authorized prior to proceeding, unless otherwise directed in writing by the City.
- The City will provide direction and authorization for requested additional work.

Meetings:

- To be determined.

Work Products:

- To be determined.

Package 2 Phases and Tasks

Phase 1051 – Package 2 Project Meetings

BC will prepare for and participate in project meetings between project team members and represent the City throughout the construction process.

Task 1051.1 Weekly Construction Progress Meetings

Objective: Prepare for and participate in progress meetings with the Contractor, City's CM, and City staff. The meetings will be attended by the BC PA and other members of the BC team as needed for progression of task items, facilitating construction processes and protocols, and resolve issues.

Activities/Approach:

- Prepare for and participate in weekly construction progress meetings with the PR and other City staff. This scope includes 78 one-hour meetings held virtually. Meetings will be attended

by 2 BC staff, and will occur via MS Teams. BC will spend 50 hours to prepare for more complex topics discussed at the progress meetings.

- Submit agenda items for inclusion in the City-prepared agenda at least 3 days prior to the meeting date.

Assumptions:

- City staff will attend weekly construction progress meetings for the duration of the scoped Services During Construction. At minimum, the meetings will be attended by the City PR and selected City project team members as needed for discussion of task items in progress.
- The City's CM will schedule, organize, and facilitate the meetings, including preparation of meeting agenda and notes.
- Meetings will be held virtually via MS Teams.
- City's CM Field Representative will perform regular, day-to-day construction observation and complete daily inspection reports to record construction activities on each working day. Daily inspection reports will be shared with BC at minimum at weekly intervals.

Deliverables:

- Meeting agenda items sent to City to be included in City-prepared agenda.

Task 1051.2 Weekly Coordination and Focus Meetings

Objective: Prepare for and participate in coordination and focus meetings with the City PR and City's CM. Topics will include candid discussions on project progress, upcoming work, construction issues, and other topics. These meetings will not be privy to the Contractor.

Activities/Approach:

- Prepare for and participate in team meetings with the PR and other City staff. Meetings will be attended by 2 BC staff. Team meetings will be held weekly during the 19-month duration of the scoped Services During Construction, for a total of 78, 1-hour team coordination meetings held virtually. Submit agenda items for inclusion in the City prepared agenda at least 3 days prior to the meeting date. This scope includes effort for one hour of travel, one hour to prepare for meetings. BC will spend up to 60 hours cumulatively to prepare for more detailed briefing level presentations.
- Focus meetings will be held on an as needed basis to discuss topics needing more time than available in the weekly coordination meetings. There will be a total of 30, 2-hour long, focus meetings held virtually. Submit agenda items for inclusion in the City prepared agenda at least 3 days prior to the meeting date.

Assumptions:

- The City or City's CM will schedule, organize, and facilitate the meetings.
- At minimum, the meetings will be attended by the City PR and selected City project team members as needed for discussion of task items in progress.
- BC will prepare meeting agenda and notes for any special meetings requested by the Engineer. Otherwise, special meetings requested by City, or City's CM staff will have meeting notes prepared by City's CM staff.

Deliverables:

- Meeting agenda items sent to City to be included in City-prepared agenda

Task 1051.3 Site Visit Meetings and Ad-hoc Field Visits

BC will perform site visits at the construction site at a frequency commensurate with construction progress to remain informed and engaged with construction progress and to facilitate RFI responses, submittal reviews, or resolve engineering and permit issues.

Activities/Approach:

- Prepare for and participate in team meetings with the City PR and other City staff. Site visit meetings will be held at a frequency commensurate with construction progress and on an as needed basis to discuss topics needing a field visit. There will be an estimated total of 40, 2-hour-long site visit meetings, attended by an engineering staff member. Travel time of one and a half hours and one hour of prep and one hour of follow-up coordination is included in the estimate. Submit agenda items for inclusion in the City-prepared agenda at least 3 days prior to the meeting date. An estimated 50 hours of informal consultation will be provided for City questions and requests for information not related to a Contractor RFI.
- BC will inform the City PR if a site visit is required.
- Create a site observation form.
- Attend Contractor safety training as requested by the Contractor and City PR.

Assumptions:

- The City or City's CM will schedule and organize the site visits as needed. The City or City's CM will inform the Contractor of the visit.
- The City or City's CM will provide site access during normal working hours when requested, including prior to and after contractor mobilization to the site.
- BC will be provided access to the construction site without requiring advanced notice.
- BC will adhere to the Contractor safety requirements in addition to their own Site-Specific HASP.
- Ad-hoc field visits will be scheduled on an as-needed basis and will not exceed 8 visits with 2 BC staff each visit.

Deliverables:

- Field memoranda documenting engineer field visits and meetings attendance notes (for Engineer called meetings)

Phase 1052 – Package 2 Engineering Services During Construction

Task 1052.1 Conformed Documents

Objective: Prepare conformed drawings and specifications that reflect issued addenda.

The bid documents and written addenda are the official contract record. Conformed drawings are issued solely for the convenience of the contractor and the larger construction. No new engineering or design will be performed in the preparation of conformed drawings and specifications. Only changes already issued as addenda will be made to the contract documents.

Activities/Approach

- Remove signatures and add disclaimer to all drawings and front matter of specifications.
- Incorporate addenda into drawings and specifications. Up to 150 addenda drawings and 30 addenda specifications will be modified to complete conformed document set, with an average effort of 1 hours per drawing and 1 hours per specification.

- Produce PDF files for conformed documents. Production of conformed document set will require 150 hours of effort to create PDFs of revised drawings and specifications, and compile documents into volumes.
- Engineers of record review and sign/seal conformed documents.
- Upload digital conformed documents to City SharePoint or cloud based service or other digital media as requested.

Assumptions

- Clarification question responses issued with addenda will not be reflected in the conformed documents.
- City will print documents for City use as needed.
- Follow City standards for preparing Conformed Documents

Deliverables:

- Conformed drawings, Divisions 01 - 50 of the technical specifications.

Task 1052.2 Master Submittal List

Objective: Develop a master submittal list using submittals required in the specifications, project details, and attachments (if modified).

Activities/Approach

- Update City master submittal spreadsheet.
- Develop a draft master submittal list based on the project specifications and assign reviewers.
- Revise master submittal list based on City comments.
- Incorporate changes from addenda.
- Prepare final master submittal list.
- Contractor's master submittal list will be reviewed and compared to City's master submittal list. Observed discrepancies will be noted during submittal review process.

Assumptions

- City will provide master submittal template in an Excel format.
- City will review and provide comments for draft list.

Deliverables:

- Draft and Final Master Submittal List.

Task 1052.3 Submittal Review

Objective: Review and provide comments with dispositions for Contractor submittals and resubmittals on Construction Package 2.

Activities/Approach: This task includes the following activities:

- Review submittals assigned to BC by the City. Review, assess, and provide comments related to the submittals, principally for general conformance to the Contract Documents, acceptability of equal, deviations, and substitutions, applicable regulations, and permit conditions.
- Review Division 1 submittals related to temporary controls, schedule, quality control, warranties and bonds, and record drawings in a secondary capacity to the City's CM.

- Bring to the attention of the City's CM any potential issues stemming from submittal reviews, including potential change orders, field directives, and concurrent impacts to other submittal information previously submitted or to be submitted.
- Internal document management for 18 months of submittals, including tracking assignment and coordination, is budgeted at 4 hours per week.
- Responses will be provided within 14 working days after receipt. If a submittal response requires more time, the City will be notified.

Assumptions

- Anticipated number of submittals is no greater than 60, not including resubmittals, additive for both Packages.
- Resubmittal rate is no greater than 50%.
- Average level of effort per submittal is no more than 8 hours and no more than 4 hours per resubmittal.
- Submittal effort will be commensurate with Contractor providing a complete submittal, meeting the technical and procedural requirements. If a submittal is found not to be complete upon cursory review, it will be rejected without review.
- City's CM will administer and manage submittals, including processing and tracking, screening for completeness, distributing to the CA, and returning review comments to Contractor.
- The City's CM will notify BC if a submittal requires expedited review. Expedited responses will be provided when requested and as is feasible.
- The City's CM will review submittals for general conformance to submittal content requirements, and address the submittal when appropriate, without BC review (but will make all submittals, including submittal reviews available to BC). Submittals that substantially do not meet the submittal content requirements will be rejected and returned to the Contractor without review by BC.
- The City's CM will review submittal review comments and include additional review and comments where appropriate prior to return to the Contractor.
- The City will review and respond to submittals to which the City has been assigned.
- Submittals with responses which change contract price or duration will be assigned a Change Order Proposal Number by the City's CM and further tracked as a contract change by the City.
- An increase in the number or complexity of submittals beyond the estimated amount may require an increase to the anticipated level of effort.
- Submittal preparation quality is dependent on Contractor's administration quality control and is not within the control of the City or Engineer.
- Submittal metrics will be reviewed monthly and included in the monthly progress report.
- City's CM will review contractor schedule submittals, schedule of values, and other administrative submittals made pursuant to Division 1.
- BC will review CPM schedule and updates, but in a secondary capacity to the City's CM.
- BC will not review progress payment requests.

Work Products

- Submittal review comments on BC "Submittal Review Comment" form (SRC) with dispositions.

Task 1052.4 RFI Review

Objective: Review and respond to Contractor Requests for Information (RFIs).

Activities/Approach: This task includes the following activities:

- Collaborate with City and City's PM in responding to RFI questions and developing responses.
- An estimated 230 RFIs are assumed for response and input by BC team staff. RFI response is budgeted at an average labor effort of 4 hours per RFI.
- All RFIs will be vetted by City's CM staff as to need for office engineering support/response, or direct response by City's PM or CM.
- Sixty (60) hours will be provided for internal document management including tracking, assignment and coordination.
- Sixty (60) hours of informal consultation will be provided for City questions and requests for information not related to a Contractor RFI.
- Changes to drawings or specifications resulting from RFIs would be implemented as part of Task 1053 Construction Change Support.
- Responses will be provided to the City's CM within 14 working days after receipt. If an RFI response requires more time, the City will be notified.

Task Assumptions

- City's CM will administer and manage Requests for Information (RFIs), including processing and tracking, screening for completeness, distributing to the CA, and returning review comments to Contractor.
- The City's CM will notify the Engineer in the event that an RFI requires expedited review. Expedited responses will be provided when requested and as is feasible.
- The City's CM will review RFI prior to submittal to BC and address the RFI when possible, without BC review.
- The City's CM will review all RFI responses and provide additional input as necessary prior to submittal to the Contractor.
- The City will review and respond to RFIs to which the City has been assigned.
- The City will provide BC research materials and field access to respond to RFIs, as required.
- RFIs with responses which change contract price or duration will be assigned a Change Order Proposal Number and further tracked as a contract change.
- RFIs received beyond the estimated amount may require an increase to the anticipated level of effort.
- Number of RFIs and hours is an estimate and may not reflect actual number of RFIs or time required for RFI review. RFI metrics will be reviewed monthly and included in the monthly progress report.
- RFI responses will be noted and tracked on Contractor's redline record drawings and not through reissuance of Contract drawings.

Meetings

- Allowance of up to 60, 1-hour ad-hoc meetings/correspondence related to RFI issues resolution and response.

Work Products

- RFI responses.

Task 1052.5 Bluebeam Session Management

BC will maintain a set of conformed Contract Documents in a Bluebeam Studio Session reflecting design and field changes that are accessible to the Design Team, City and City's CM for the duration of the project. The Bid Documents are the official documents; the Conformed Documents are for the convenience of the contractor.

The conformed documents shall be updated by BC on a monthly basis to reflect recent approved submittals, Change Orders (COs), and RFIs as well as other field changes not captured in an RFI or CO.

The marked up conformed documents will be the basis for subsequent CO and RFI responses.

The City and the City's CM are responsible for updating the redline as-built documents that reflect changes made in the field and providing updates monthly, prior to the Bluebeam updates. Bluebeam updates will be based on final and official documents provided to the BC team by the City.

Drawings:

In general, markups in Conformed Drawings shall be done in the following manner and include the following information:

- Add notes on drawings with appropriate reference numbers to RFIs, Change Orders, Field Directives, or other approved changes.
- Maintain/Update Drawing Revision Blocks
- Markups should indicate general area affected and give brief description of the issue.
- Use revision clouds and create linework where needed to help identify area and change.

Specifications:

In general, markups in conformed specifications shall be done in the following manner and include the following information:

- Add notes on specifications with appropriate reference numbers to Submittals, RFIs, Change Orders, or Field Directives.
- Markups should indicate equipment and/or spec requirements affected.
 - Indicate submitted manufacturer/model under "Acceptable Manufacturers" by yellow highlight in spec or add notes summarizing where a substitution was accepted
- Use revision clouds where needed to help identify items and specific change/revision in Bluebeam.

Activities/Approach:

- Coordinate with the City and the City's CM regarding City staff and City's CM staff permissions for Bluebeam access.
- Conformed Documents will be reviewed monthly during meeting between Design Team and City Staff. It is estimated that updates will be made weekly for 18 months at four hours per week (312 total hours). The final documents will be transferred to the City at the end of the project.
- Two training sessions on how to review documents in the Bluebeam Session (Bluebeam 2020 or newer) will be provided to City and City's CM staff. BC will establish a common user

Profile with Tool Chest of Tool Sets within the Bluebeam Session. Training will include identification of the workflow process with steps of how to complete the process.

Deliverables:

- Workflow diagram for submitting comments and mark-ups to drawings and specifications.
- Two training sessions for City and City's CM staff to confirm access to the Bluebeam Session and review workflow(s).
- Electronic copy of final PDF documents at Substantial Completion.

Phase 1053 – Package 2 Construction Change Support

Objective: Provide technical review of Change Order Proposals (COPs), Work Change Directives (WCDs), Change Order Requests (CORs), and Field Orders (FOs), and provide recommendations for action in response to COPs and CORs. Coordinate and prepare change documentation with adherence to contract change procedures.

Activities/Approach: This phase includes the following activities:

- Prepare and/or review Change Order Proposals and Work Change Directives (by City/Engineer) and Change Order Requests (by the Contractor), screening for completeness, distributing to the appropriate reviewers, and returning review comments to the initiator of the change proposal or directive.
- Review comments and recommendations will be provided within 14 working days after receipt. If a review requires more time, the City will be notified.
- Design document revisions will be provided in a mutually agreed upon timeframe and format based on the complexity of the revisions and the need for coordination between BC, the Contractor, the City, and/or vendors.
- Assist City's CM with research, design clarification and design changes transmitted to the Contractor through Field Orders. Field Orders are written orders issued by the Owner's Representative that requires minor changes in the Work, but do not involve a change in the Contract Sum or the Contract Time. It is presumed that force account allowances and unit bid items falling under the Total Contract Sum will fall under Field Order authorizations.
- Coordinate with Discipline Engineering staff for design services where required.

Assumptions

- City's CM will administer and manage Change Documentation, including processing change orders and field orders, changed work tracking, distributing change documentation, and maintaining change logs.
- The City will have final decision-making authority on disposition of Change Order Proposals and Change Order Requests and will direct BC when design document revisions are requested.
- An estimated 150 change items is assumed with engineer design labor effort of 5 hours per change item.
- Expedited responses will be provided when requested and as is feasible. If an expedited review is required, the City will notify BC.
- The City or City's CM will review all COP, WCD and COR responses and recommendations and provide additional input as necessary prior to submittal to the Contractor.

- Change items number and design effort is an estimate and may not reflect actual number of items or effort. CO metrics will be reviewed monthly and included in the monthly progress report.
- Reissuance of contract drawings may be required for select change issues to communicate design intent at Engineer's discretion. Contractor's record drawings will incorporate contract change designs and record information. City's CM will check Contractor's redline record drawings include this information.
- Price negotiation for Change Orders will be by City's CM.
- The City will prepare Change Orders for council approval, including processing and tracking,
- The City will review and comment on Contractor's Change Order Requests content and pricing.
- The City will provide research materials and field access to respond to change requests, as required, as governed by the Contract.
- The City will host ad-hoc meetings related to change issues.

Meetings

- Allowance of up to 60, 1-hour ad-hoc meetings, attended by 2 Engineer staff members, related to change issues.

Deliverables

- Contract change design content, including sketches, photos, pdf markups and reissued Contract Drawings to communicate changes to the Contract Documents.

Phase 1054 – Package 2 Specialty Services

Task 1054.1 Permit Services during Construction

Permit services during construction are being led by Environmental Science Associates (ESA). This task is meant to cover as needed environmental and permitting activities that may arise during project construction, not to exceed the approved budget.

Activities/Approach:

Potential activities under this task could include but are not limited to:

- Updating environmental documentation.
- Revising permit application materials for the permits ESA helped obtain in the design phase of this project to reflect changes in project elements
- Preparation of City permit applications
- Coordination with and responding to permitting agencies.

Assumptions:

- The pipeline alignment will not directly impact any critical areas. If wetlands or streams are impacted, additional scope would be required.
- No onsite wetlands are present, and no Federal permits are required.
- All permit fees will be paid by the City of Everett.

Deliverables:

- Revised permit application materials, as needed.

- City permit application(s), as needed.

Task 1054.2 Cultural Resources Services during Construction

Activities/Approach:

Cultural Resources Services during Construction are being led by ESA and include the following:

- Email Affected Tribes (i.e., Tulalip Tribe, Snoqualmie Tribe, Sauk-Suiattle Indian Tribe, Stillaguamish Tribe of Indians, Swinomish Tribe, and Suquamish Indian Tribe) and DAHP 7-10 days prior to the beginning of construction providing notification of construction and invitation to observe construction.
- Conduct archaeological monitoring of ground disturbing Project activities conducted deeper than 15 feet below ground surface in reclaimed areas. Archaeological monitoring procedures will adhere to the MIDP prepared for the project by ESA in August 2025.
- Prepare a Monitoring Report that describes the archaeological monitoring that occurred for the project, including what (if any) cultural resources were found, and actions taken. The report will meet the current DAHP standards for cultural resource reporting. A Draft Report (Word format) will be submitted for review by the City of Everett, then one updated Draft Report (Word Format) for review by Ecology. The Final Report (PDF format) will be prepared once Draft Report comments are received from Ecology.
- Upload the Final Report to DAHP's WISAARD system, under the direction of Ecology.

Assumptions:

- Archaeological monitoring will adhere to the MIDP prepared for the project by ESA.
- ESA assumes 100 days of archaeological monitoring. Each monitoring workday will total 10 hours (up to 8-hours on site and 2-hour round-trip travel between ESA's Seattle office and the Project Site).
- Multiple archaeological monitors may be required if ground disturbing construction activities occur simultaneously in different areas.
- Tailgate orientations will occur on days during which archaeological monitoring is scheduled to occur.
- ESA must receive all requests for monitoring at least 72 hours prior to the start of shift.
- There is a 4-hour minimum charge for each work shift.
- Cancellation of a scheduled work shift requires 24-hour notice. There will be a 4-hour charge for work cancellations that occur less than 24 hours prior to the start of shift.
- Changes to the construction schedule, and/or delays due to availability of materials, or adverse weather, may require an amendment for additional monitoring time and expenses.
- Discovery of an archaeological site will require additional identification work and agency coordination beyond the present scope to evaluate its significance and arrive at appropriate assessments of adverse effects.
- If at any time human remains are encountered, work will cease, and notification of affected parties will proceed as directed by RCW 27.44.
- ESA assumes no archaeological sites or isolates will be discovered. If sites or isolates are discovered an amendment will be required to document the resource.
- ESA assumes that 30 weekly progress reports will be required, requiring up to 1 hour per progress reports.

Deliverables:

- Information gathered during this task will be included in the Monitoring Report deliverable.
- Prior to the overall beginning of ground disturbing construction, ESA will lead a Tailgate MIDP Orientation for all construction staff that are conducting ground disturbing activities. ESA will coordinate with the City PR and City's CM to schedule periodic tailgate orientations for new construction staff thereafter.
- Email notification of construction beginning to Affected Tribes and DAHP.
- For each week in which archaeological monitoring is conducted, ESA will prepare and submit a weekly progress report that summarizes all activities conducted in the week, any cultural resource related finds, actions taken for any finds, number of archaeological monitoring working days, and planned activities for the upcoming week. Reporting weeks will run Saturday-Friday, and weekly reports will be submitted to the City the following week. For each week in which no archaeological monitoring occurs, ESA will transmit an email to the CA to that effect.
- One Draft Monitoring Report (Word format) for review by City of Everett. Draft Monitoring Report will be provided within 30 business days of the completion of project construction.
- One Revised Draft Monitoring Report (Word format) for review by Ecology, provided within 10 business days of receiving a single set of consolidated comments.
- One Final Monitoring Report (PDF format) for Ecology, including upload to WISAARD, provided within 5 business days of receiving Revised Draft Monitoring Report comments.

Task 1054.3 Coordination with Stakeholders

Activities/Approach:

- Prepare for and attend meetings with Contractor, City's CM, City PR, and other City staff for the purpose of supporting the City in their coordination of the project with stakeholder agencies (e.g. Port of Everett, Puget Sound Energy, BNSF Railway, and the US Navy, Snohomish County Public Utility District) during construction, as requested by the City. Up to fifteen (15) coordination meetings will be attended by two (2) BC staff with eight (8) hours per person per meeting, inclusive of the activities listed below.
- Compile coordination materials for each meeting, including drawings, evaluation documents, calculations, or other materials, as requested by the City.
- Provide utility coordination services during construction:
 - Design changes and coordination with Snohomish County Public Utility District, Puget Sound Energy, Navy communication lines and sewer and others as identified.
 - Incorporate relevant design information received from Utilities during construction.

Assumptions:

- Agendas and final meeting notes will be provided by the City's CM.
- Contractor will call for locate services (both public and private) as required
- Contractor will develop temporary utility service applications
- City will directly pay utility providers for utility relocations, pole holds, and similar utility fees.
- Services will be provided upon request by the City.

Deliverables

- Meeting coordination materials including drawings, evaluation documents, calculations, or other materials, as requested by the City.

Task 1054.4 Geotechnical Construction Services

Activities/Approach:

Geotechnical construction services are being led by HWA GeoSciences Inc. (HWA) and include the following:

- Participate in project kickoff meeting (2 staff at 4 hours each) and up to five (5) construction coordination meetings (2 staff at 1 hour each).
- Provide consultation for geotechnical aspects of the project that arise during construction.
- Up to 480 hours (15 hours per structure for 32 structures) to provide periodic site visits to verify that subgrade soils are suitable to provide support for the proposed structures. If needed, additional subgrade inspections will be conducted under the Construction Management (CM) contract. Material and compaction testing will be completed under the third-party CM contract.
- As needed, provide part-time or full-time observation of the excavation and construction of the temporary shoring. This will include observation of sheet pile driving, soldier pile and monitoring for caving, verification that adequate depth is achieved, and placement of concrete and backfill. Up to five (5) part-time visits at 6 hours per day and five (5) full-time visits at 10 hours per day. Additional time may be required depending on Contractor's progress, budget will be added by amendment or reallocated from other tasks as mutually agreed.
- Micropile Load Test Observation: HWA will provide full-time observation of micropile load test per Project Specifications for Package 2. We anticipate this task will take about 3 workdays of 12 hours per day including time for coordination, travel, and preparation of daily field reports.
- Full-Time Observation of Micropile Installation: HWA will provide full-time observation of micropile installation completed for Package 2. This will include observation of installation methods, soil cuttings, and verification that adequate depth is achieved. We anticipate this task will take about 16 workdays of 12 hours per day including time for coordination, travel, and preparation of daily field reports.
- Prepare a summary field inspection report for submittal to the City, documenting the observed construction activities.
- Provide on-call response with environmental sampling for unanticipated contaminated conditions that may arise during construction. Each on-call response is estimated to require approximately 12 hours for coordination with the analytical laboratory; travel; time on-site; sample submittal to the laboratory; analytical data review and tabulation; and preparation of field reports. All environmental samples will be submitted to the laboratory on a rush (1 to 2 day) turnaround time. Resulting environmental field reports will be provided the day after final laboratory results are received. This task includes up to 5 on-call responses.
- Provide the City and/or Contractor with waste profiling assistance by preparing applicable portions of waste profile documents for proper disposal of contaminated materials. The City or Contractor will sign as the "generator" of all waste profile documents.
- BC will attend up to six (6) site visits (10 hours each including preparation and travel) for geotechnical observations and coordination.

Assumptions:

- Soil samples will be collected from stockpiled soils by the Engineer. The Contractor will provide assistance with sample collection (e.g., operation of heavy equipment if needed for sampling)
- Water sampling will be conducted from water storage tanks with a reasonably accessible port to fill laboratory containers.
- The construction services are provided based on an estimated rate of progress by the Contractor, which may require adjustment due to the Contractor's rate of construction, weather delays and/or other factors beyond our control.
- This cost estimate was prepared with the understanding that the City or CM will schedule inspection as needed, with a minimum of 48 hours' notice prior to the requested inspection date.
- Evaluation of fill placement and compaction, if needed, will be completed under a separate contract with the third-party CM. Laboratory testing of construction materials is excluded.
- Soil and/or groundwater samples will be analyzed for contaminants based on the disposal facility requirements within the limits of the budget.
- The City or Contractor will sign as the "generator" of all waste profile documents, and all discharge water permit documents. All fees associated with waste profile submittal, discharge permit applications, and contaminated material disposal will be covered by the City or Contractor. All hours and items are estimated and may be shifted between tasks within the limits of the total budget at the discretion of HWA's project manager.
- The response to on-call geoenvironmental services is for sampling of suspect contaminated materials and assistance with disposal of the suspect materials. Full-time or extended oversight of excavation of contaminated areas is not included in this scope of work.
- Work performed outside of standard business hours and days (7:00 AM to 7:00 PM, Monday to Friday) will be billed at 1.5 times the standard hourly rate. All night work is charged at an 8-hour minimum segment. Night work cancelled within 12 hours of scheduled time will be charged 8 hrs. All weekend work is charged at a 4-hour minimum segment. Weekend work cancelled within 12 hours of scheduled time will be charged 4 hrs.
- Suspected contaminated soils or groundwater will be stockpiled on-site by the Contractor while testing occurs.
- Daily inspections of construction activities will be conducted by the construction management team.

Deliverables:

- Field inspection reports for site visits
- Laboratory test results
- Applicable portions of waste profile documents for proper disposal of contaminated materials.

Task 1054.5 Surveying

Activities/Approach:

Surveying is being led by OneAtlas and includes the following:

Provide up to three (3) full days and three (3) half days of survey support services during construction as requested by the Project Representative.

Tasks may include the following:

- Verification of easement boundaries.
- Verification of pipe inverts and alignment.
- Verification of location and monitoring of settlement monitoring points.
- Verification of existing site features.
- QA/QC of Contractor survey.
- Survey services will be in coordination with City of Everett technical activities. Construction Contractor will provide their own survey services to locate and support construction activities.

Deliverables:

- Surveyor notes, maps, and information in electronic format.
- Revised base mapping for use in Record Drawings. Use electronic CAD files.

Task 1054.6 Trenchless Pipeline Observation

Activities/Approach:

Trenchless pipeline observation support services during installation of the conveyance pipelines are being led by Staheli Trenchless Consultants (Staheli) and includes the following:

- Participate in up to twelve (12) one-hour construction progress meetings (held virtually), up to fourteen (14) one-hour coordination meetings (held virtually), up to twelve (12) one-hour focus meetings (held virtually), and up to five (5) 2-hour site visit meetings (2 staff attending all meetings). Site visit meetings include one hour for travel, one hour to prepare, and one hour of follow-up coordination.
- Provide observation as for general conformance to the construction documents during installation of the conveyance pipelines over an estimated fifteen (15) site visits for field inspections, each requiring four (4) hours of one STC staff for each visit.
- Trenchless Dry Bore installation and shaft observation will be as needed and is estimated at three hundred twenty (320) hours over a period of four (4) months.
- Sliplining observations will be needed and is estimated at 100 hours over a period of two (2) months. Observation will not be performed for construction of excavation support systems.
- Review data associated with pipeline installation, assume approximately 80 hours of effort.
- Prepare field reports for approximately 15 site visits. Highlight observed deficiencies.

Assumptions:

- The City will give notification when observation is required.
- Contractor will provide trenchless production data in a timely fashion.

Deliverables:

- Written observation report, summarizing work observed, persons present at the site visit, and any corrective actions needed in electronic format.

Task 1054.7 Structural and Civil Observation

Activities/Approach:

- At the Project Representative's request, BC staff will provide structural observations by structural engineer. Structural observations by structural engineer will be part-time over three (6) months, totaling up to forty (40) hours.

- At the Project Representative's request, BC staff will provide civil observations by civil engineer. Civil observations by civil engineer will total up to one hundred (100) hours.

Deliverables:

- Written observation report, summarizing work observed, persons present at the site visit, and any corrective actions needed in electronic format.

Task 1054.8 Technical Support

Objective: Provide technical support, coordination, and oversight to the specialty services identified in Phase 1054.

Activities/Approach:

- Coordinate specialty services activities. Provide oversight and arrange meetings.
- Provide technical support to specialty services providers, up to four (4) hours per month.

Deliverables:

- Meeting agenda and meeting summaries.

Phase 1055 – Package 2 Close-out Period Services

Provide support to the City in procedures required to finalize project components and document completion for City records.

Task 1055.1 Completion Activities

Objective: To assist with project closeout procedures, prepare construction completion documentation. Activities under this task generally extend from 60 days prior to substantial completion to engineering services project closeout.

Activities/Approach: This task includes the following activities:

- Complete discipline engineering walkthroughs to develop corrective work items (punch list items) to supplement those items already noted by the City's CM.
 - Discuss corrective work items completion and contribute to decision to sign-off corrective work items with City's CM.

Assumptions:

- City's CM will create, manage, and track Corrective Work Items List
- City's will transmit documentation from the construction record not already in BC's possession for preparation of the Construction Completion Report.
- The City will host final walkthroughs for the purpose of corrective work items assessment.
- The City will track Corrective Work Items List, including signing off completed items.
- The City will complete warranty items lists and track warranty items completion.
- The City will contribute IDRs and progress meeting minutes to Construction Completion Report
- The City will complete letters of substantial and final completion.
- BC will not provide warranty period services under this Amendment.

Meetings:

- On-site corrective work walkthroughs by engineering disciplines.

Deliverables:

- Discipline items to include in Corrective Work Items Lists – all disciplines.
- Construction Completion Report (electronic deliverable transferred through OneDrive).

Task 1055.2 Record Documents

BC will produce record drawings using vendor submittal and as-built information provided by the Contractor.

Activities/Approach:

- Final record drawings will start from markups in Bluebeam session and will incorporate redlines provided by the Contractor and limited field confirmation of record conditions (assumed 40 hours of field review time and 80 hours of office engineering support). The Contractor will maintain responsibility for the accuracy of redlines in conveying the as-built conditions.
- For budgeting purposes, 60 sheets are assumed to require revisions for the final record set and each sheet is assumed to require 8 hours of CAD effort for revisions (480 hours). Effort includes updating the title block for all sheets.
- Record drawings will not be signed or sealed.

Assumptions:

- Demolition Drawings (those noted as #X in drawing designation, i.e., CX-2021, EX-2001) will not be included with record drawing set.
- Temporary facilities drawings (i.e., temporary erosion and sediment control) will not be included with record drawing set.
- Contractor will provide 2D redlined as-built drawings, which include complete and comprehensive redlines for the entire contract drawing set. Although the Contractor will be required to provide a BIM coordination model at the end of construction, as-built information therein will not substitute for the 2D redlines.
- BC will follow City of Everett CAD Standards.

Deliverables:

- Final record drawings, in electronic format

Phase 1056 – Package 2 Unanticipated Services (scope and budget augmented to original Agreement)

Objective: Provide budget allowance for potential additional work requested by the City.

Activities/Approach: To be determined, based on City requests. No work will be completed under this phase without written direction from the City. The budgeted amount for unanticipated services is as provided in Exhibit B.

Phase Assumptions:

- BC will prepare a Project Change Request (PCR) describing each additional and identifiable task under this allowance. The PCR will include a short description of the added scope with budget to be authorized prior to proceeding, unless otherwise directed in writing by the City.
- The City will provide direction and authorization for requested additional work.

Meetings:

- To be determined.

Work Products:

- To be determined.

EXHIBIT B - Compensation

		Exhibit B - Level of Effort																											
Phase	Phase Description	Alexander Mockus	Chad Warren	Kristen Weber	Nathalie Costatz	Jennifer Fu	Franklin Travis	Geo Mazzocchi	Rob Davies	Thomas Pennington	Byrd O'Neill	Drew Tucker	Payel Verne C	Myshana Henderson	Michael Ehlert	Juliana Andrade	Total Labor Hours	Total Labor Effort	Total ODCs	HWA REDESIGNERS INC	KPFF INC	ONEATIS	ESA	Incl 5% Markup	STAHEL TRENCHLESS CONSULTANTS	Incl 5% Markup	Total Sub Cost	Total Expense	Total Effort
1000	Project Management	5386	\$24.09	\$24.07	\$1700	\$182	\$182	\$206	\$243	\$440	\$122	\$331	\$280	\$161	\$317	\$148	114	\$29,841	-	-	-	-	-	-	-	-	-	-	\$29,841
1010	Project Management	44	0	10	60	0	0	0	0	0	0	0	0	0	0	0	114	\$29,841	-	-	-	-	-	-	-	-	-	-	\$29,841
1020	Final Design	0	0	76	0	0	80	8	48	0	90	0	16	16	0	0	334	\$64,435	-	-	\$5,250	-	-	-	-	\$31,500	-	\$36,750	\$101,185
1030	Final Design	0	0	76	0	0	80	8	48	0	90	0	16	16	0	0	334	\$64,435	-	-	\$5,250	-	-	-	-	\$31,500	-	\$36,750	\$101,185
1040	Final Design	0	0	76	0	0	80	8	48	0	90	0	16	16	0	0	334	\$64,435	-	-	\$5,250	-	-	-	-	\$31,500	-	\$36,750	\$101,185
1050	Final Design	0	0	76	0	0	80	8	48	0	90	0	16	16	0	0	334	\$64,435	-	-	\$5,250	-	-	-	-	\$31,500	-	\$36,750	\$101,185
1060	Final Design	0	0	76	0	0	80	8	48	0	90	0	16	16	0	0	334	\$64,435	-	-	\$5,250	-	-	-	-	\$31,500	-	\$36,750	\$101,185
1070	Final Design	0	0	76	0	0	80	8	48	0	90	0	16	16	0	0	334	\$64,435	-	-	\$5,250	-	-	-	-	\$31,500	-	\$36,750	\$101,185
1080	Final Design	0	0	76	0	0	80	8	48	0	90	0	16	16	0	0	334	\$64,435	-	-	\$5,250	-	-	-	-	\$31,500	-	\$36,750	\$101,185
1090	Final Design	0	0	76	0	0	80	8	48	0	90	0	16	16	0	0	334	\$64,435	-	-	\$5,250	-	-	-	-	\$31,500	-	\$36,750	\$101,185
1100	Final Design	0	0	76	0	0	80	8	48	0	90	0	16	16	0	0	334	\$64,435	-	-	\$5,250	-	-	-	-	\$31,500	-	\$36,750	\$101,185
1110	Final Design	0	0	76	0	0	80	8	48	0	90	0	16	16	0	0	334	\$64,435	-	-	\$5,250	-	-	-	-	\$31,500	-	\$36,750	\$101,185
1120	Final Design	0	0	76	0	0	80	8	48	0	90	0	16	16	0	0	334	\$64,435	-	-	\$5,250	-	-	-	-	\$31,500	-	\$36,750	\$101,185
1130	Final Design	0	0	76	0	0	80	8	48	0	90	0	16	16	0	0	334	\$64,435	-	-	\$5,250	-	-	-	-	\$31,500	-	\$36,750	\$101,185
1140	Final Design	0	0	76	0	0	80	8	48	0	90	0	16	16	0	0	334	\$64,435	-	-	\$5,250	-	-	-	-	\$31,500	-	\$36,750	\$101,185
1150	Final Design	0	0	76	0	0	80	8	48	0	90	0	16	16	0	0	334	\$64,435	-	-	\$5,250	-	-	-	-	\$31,500	-	\$36,750	\$101,185
1160	Final Design	0	0	76	0	0	80	8	48	0	90	0	16	16	0	0	334	\$64,435	-	-	\$5,250	-	-	-	-	\$31,500	-	\$36,750	\$101,185
1170	Final Design	0	0	76	0	0	80	8	48	0	90	0	16	16	0	0	334	\$64,435	-	-	\$5,250	-	-	-	-	\$31,500	-	\$36,750	\$101,185
1180	Final Design	0	0	76	0	0	80	8	48	0	90	0	16	16	0	0	334	\$64,435	-	-	\$5,250	-	-	-	-	\$31,500	-	\$36,750	\$101,185
1190	Final Design	0	0	76	0	0	80	8	48	0	90	0	16	16	0	0	334	\$64,435	-	-	\$5,250	-	-	-	-	\$31,500	-	\$36,750	\$101,185
1200	Final Design	0	0	76	0	0	80	8	48	0	90	0	16	16	0	0	334	\$64,435	-	-	\$5,250	-	-	-	-	\$31,500	-	\$36,750	\$101,185
1210	Final Design	0	0	76	0	0	80	8	48	0	90	0	16	16	0	0	334	\$64,435	-	-	\$5,250	-	-	-	-	\$31,500	-	\$36,750	\$101,185
1220	Final Design	0	0	76	0	0	80	8	48	0	90	0	16	16	0	0	334	\$64,435	-	-	\$5,250	-	-	-	-	\$31,500	-	\$36,750	\$101,185
1230	Final Design	0	0	76	0	0	80	8	48	0	90	0	16	16	0	0	334	\$64,435	-	-	\$5,250	-	-	-	-	\$31,500	-	\$36,750	\$101,185
1240	Final Design	0	0	76	0	0	80	8	48	0	90	0	16	16	0	0	334	\$64,435	-	-	\$5,250	-	-	-	-	\$31,500	-	\$36,750	\$101,185
1250	Final Design	0	0	76	0	0	80	8	48	0	90	0	16	16	0	0	334	\$64,435	-	-	\$5,250	-	-	-	-	\$31,500	-	\$36,750	\$101,185
1260	Final Design	0	0	76	0	0	80	8	48	0	90	0	16	16	0	0	334	\$64,435	-	-	\$5,250	-	-	-	-	\$31,500	-	\$36,750	\$101,185
1270	Final Design	0	0	76	0	0	80	8	48	0	90	0	16	16	0	0	334	\$64,435	-	-	\$5,250	-	-	-	-	\$31,500	-	\$36,750	\$101,185
1280	Final Design	0	0	76	0	0	80	8	48	0	90	0	16	16	0	0	334	\$64,435	-	-	\$5,250	-	-	-	-	\$31,500	-	\$36,750	\$101,185
1290	Final Design	0	0	76	0	0	80	8	48	0	90	0	16	16	0	0	334	\$64,435	-	-	\$5,250	-	-	-	-	\$31,500	-	\$36,750	\$101,185
1300	Final Design	0	0	76	0	0	80	8	48	0	90	0	16	16	0	0	334	\$64,435	-	-	\$5,250	-	-	-	-	\$31,500	-	\$36,750	\$101,185
1310	Final Design	0	0	76	0	0	80	8	48	0	90	0	16	16	0	0	334	\$64,435	-	-	\$5,250	-	-	-	-	\$31,500	-	\$36,750	\$101,185
1320	Final Design	0	0	76	0	0	80	8	48	0	90	0	16	16	0	0	334	\$64,435	-	-	\$5,250	-	-	-	-	\$31,500	-	\$36,750	\$101,185
1330	Final Design	0	0	76	0	0	80	8	48	0	90	0	16	16	0	0	334	\$64,435	-	-	\$5,250	-	-	-	-	\$31,500	-	\$36,750	\$101,185
1340	Final Design	0	0	76	0	0	80	8	48	0	90	0	16	16	0	0	334	\$64,435	-	-	\$5,250	-	-	-	-	\$31,500	-	\$36,750	\$101,185
1350	Final Design	0	0	76	0	0	80	8	48	0	90	0	16	16	0	0	334	\$64,435	-	-	\$5,250	-	-	-	-	\$31,500	-	\$36,750	\$101,185
1360	Final Design	0	0	76	0	0	80	8	48	0	90	0	16	16	0	0	334	\$64,435	-	-	\$5,250	-	-	-	-	\$31,500	-	\$36,750	\$101,185
1370	Final Design	0	0	76	0	0	80	8	48	0	90	0	16	16	0	0	334	\$64,435	-	-	\$5,250	-	-	-	-	\$31,500	-	\$36,750	\$101,185
1380	Final Design	0	0	76	0	0	80	8	48	0	90	0	16	16	0	0	334	\$64,435	-	-	\$5,250	-	-	-	-	\$31,500	-	\$36,750	\$101,185
1390	Final Design	0	0	76	0	0	80	8	48	0	90	0	16	16	0	0	334	\$64,435	-	-	\$5,250	-	-	-	-	\$31,500	-	\$36,750	\$101,185
1400	Final Design	0	0	76	0	0	80	8	48	0	90	0	16	16	0	0	334	\$64,435	-	-	\$5,250	-	-	-	-	\$31,500	-	\$36,750	\$101,185
1410	Final Design	0	0	76	0	0	80	8	48	0	90	0	16	16	0	0	334	\$64,435	-	-	\$5,250	-	-	-	-	\$31,500	-	\$36,750	\$101,185
1420	Final Design	0	0	76	0	0	80	8	48	0	90	0	16	16	0	0	334	\$64,435	-	-	\$5,250	-	-	-	-	\$31,500	-	\$36,750	\$101,185
1430	Final Design	0	0	76	0	0	80	8	48	0	90	0	16	16	0	0	334	\$64,435	-	-	\$5,250	-	-	-	-	\$31,500	-	\$36,750	\$101,185
1440	Final Design	0	0	76	0	0	80	8	48	0	90	0	16	16	0	0	334	\$64,435	-	-	\$5,250	-	-	-	-	\$31,500	-	\$36,750	\$101,185
1450	Final Design	0	0	76	0	0	80	8	48	0	90	0	16	16	0	0	334	\$64,435	-	-	\$5,250	-	-	-	-	\$31,500	-	\$36,750	\$101,185
1460	Final Design	0	0	76	0	0	80	8	48	0	90	0	16	16	0	0	334	\$64,435	-	-	\$5,250	-	-	-	-	\$31,500	-	\$36,750	\$101,185
1470	Final Design	0	0	76	0	0	80	8	48	0	90	0	16	16	0	0	334	\$64,435	-	-	\$5,250	-	-	-	-	\$31,500	-	\$36,750	\$101,185
1480	Final Design	0	0	76	0	0	80	8	48	0	90	0	16	16	0	0	334	\$64,435	-	-	\$5,250	-	-	-	-	\$31,500	-	\$36,750	\$101,185
1490	Final Design	0	0	76	0	0	80	8	48	0	90	0	16	16	0	0	334	\$64,435	-	-	\$5,250	-	-	-	-	\$31,500	-	\$36,750	\$101,185
1500	Final Design	0	0	76	0	0	80	8	48	0	90	0	16	16	0	0	334	\$64,435	-	-	\$5,250	-	-	-	-	\$31,500	-	\$36,750	\$101,185
1510	Final Design	0	0	76	0	0	80	8	48	0	90	0	16	16	0	0	334	\$64,435	-	-	\$5,250	-	-	-	-	\$31,500	-	\$36,750	\$101,185
1520	Final Design	0	0	76	0	0	80	8	48	0	90	0	16	16	0	0	334	\$64,435	-	-	\$5,250	-	-	-	-	\$31,500	-	\$36,750	\$101,185
1530	Final Design	0	0	76	0	0	80	8	48	0	90	0	16	16	0	0	334	\$64,435	-	-	\$5,250	-	-	-	-	\$31,500	-	\$36,750	\$101,185
1540	Final Design	0	0	76	0	0	80	8	48	0	90	0	16	16	0	0	334	\$64,435	-	-	\$5,250	-	-	-	-	\$31,500	-	\$36,750	\$101,185
1550	Final Design	0	0	76	0	0	80	8	48	0	90	0	16	16	0	0	334	\$64,435	-	-	\$5,250	-	-	-	-	\$31,500	-	\$36,750	\$101,185
1560	Final Design	0	0	76	0	0	80	8	48	0	90	0	16	16	0	0	334												

Hours and Dollars are rounded to nearest whole number. To display decimals, change the format of the cells.

Exhibit B-1: Everett PGSF WMVD A C E Package Project Staff, Roles, and Rates*

Staff Member	Role	2026 Hourly Rate**
Abbi Dorn	S/W pre-treatment oversight	\$ 347
Alexander Mockos	Project Manager	\$ 386
Benjamin Leach	Lead Designer	\$ 264
Brigid O'Neill	Civil Engineer	\$ 122
Carolyn Roth	Princial Engineer	\$ 242
Catherine Dummer	Cost Estimating	\$ 251
Chad Warren	Principal Engineer	\$ 249
Drew Tucker	Electrical Lead	\$ 331
Elliot Mecham	Geotech Specialist	\$ 317
Gino Mazzotti	Structural Engineer	\$ 206
Jennifer Fu	Civil Engineer	\$ 182
Kirsten Weber	Principal Engineer	\$ 247
Margaret Ales	Modeling Oversight	\$ 238
Myesha Henderson	Delivery Coordinator	\$ 161
Nathalie Costaz	Project Analyst	\$ 170
Pavel Venc	Construction Engineer	\$ 260
Robert Davis	Civil SME	\$ 243
Susan Nguyen	Accounts	\$ 90
Thomas Pennington	Geotech SME	\$ 410
Travis Franklin	Civil Lead	\$ 182

** Rates are subject to changes on an annual basis and/or at the time of individual direct labor rate changes.*

*** Rates will be escalated 5% annually on 01/01*



City Council Agenda Item Cover Sheet

Project title: Professional Services Agreement with KBA, Inc. for PGSF WMVD Storm and Combined Sewer, Package 2 Construction Management and Inspection Services

Council Bill # *interoffice use*

Agenda dates requested:

Briefing
Proposed action
Consent 04/08/26
Action
Ordinance
Public hearing
Yes X No

Budget amendment:
Yes X No

PowerPoint presentation:
Yes X No

Attachments:
PSA

Department(s) involved:
Public Works

Contact person:
Tom Hood

Phone number:
425-257-8809

Email:
thood@everettwa.gov

Initialed by:
RLS
Department head

Administration

Council President

Project: PGSF WMVD Storm and Combined Sewer, Package 2

Partner/Supplier: KBA, Inc.

Location: PGSF Site/W. Marine View Drive

Preceding action: P&S Ordinance Update (4/01/26)

Fund: Fund 336 – Water and Sewer System Improvements Fund

Fiscal summary statement:

The City of Everett seeks a professional services agreement with KBA, Inc. with a total compensation amount not to exceed \$6,744,579.00. Project funding is through Fund 336, and the agreement amount is within the programmed available funding for this project.

Project summary statement:

The City is under an agreed order with the Department of Ecology that requires the City to reduce Combined Sewer Overflows (CSOs) to be within regulatory compliance limits by the end of 2027. The PGSF WMVD Storm and Combined Sewer Project (Project), Package 2 is a key component of the PGSF Program that involves construction of several large-diameter pipelines that will connect the PGSF Facility to the City's existing sewer and stormwater systems.

Through a competitive solicitation process, the City has selected KBA, Inc. to perform Construction Management and Construction Inspection services for the Project.

Recommendation (exact action requested of Council):

Authorize the Mayor to sign the Professional Services Agreement with KBA, Inc. to provide Construction Management and Inspection services for the PGSF WMVD Storm and Combined Sewer, Package 2 Project for a total compensation amount not to exceed \$6,744,579.00.



PROFESSIONAL SERVICES AGREEMENT

This Professional Services Agreement ("**Agreement**") is effective as of the date of last signature below and is between the City of Everett, a Washington municipal corporation (*the "City"*), and the Service Provider identified in the Basic Provisions below ("**Service Provider**"). This Agreement is for the purpose of the Service Provider providing services to the City as set forth in the Agreement. This Agreement includes and incorporates the Basic Provisions, the attached General Provisions, the attached scope of work (Exhibit A), and the attached method of compensation (Exhibit B).

BASIC PROVISIONS	
Service Provider	KBA, Inc.
	11201 SE 8th Street, Suite 160 Bellevue, WA 98004-6455
	Kris Overleese, PE
City Project Manager	Randy Loveless
	City of Everett – Public Works 2930 Wetmore Ave., 438 Everett, WA 98201
	rloveless@everettwa.gov
Brief Summary of Scope of Work	Construction Management and Inspection services for the PGSF West Marine View Drive Storm and Combined Sewer, Package 2 Project.
Completion Date	December 31, 2028
Maximum Compensation Amount	\$6,744,579.00

BASIC PROVISIONS	
Service Provider Insurance Contact Information	Nancy Ferrick
	(510) 272-1400
	nancy.ferrick@assuredpartners.com
State Retirement Systems (must answer both questions)	Does Service Provider have 25 or more employees? Answer: Yes If Service Provider has less than 25 employees, did any Service Provider Personnel who will work under this Professional Services Agreement retire under a DRS retirement system? Answer: N/A - Service Provider has 25 or more employees “DRS retirement system” refers to any of the following Public Employers’ Retirement System (PERS), School Employees’ Retirement System (SERS), Teachers’ Retirement System (TRS), and Law Enforcement Officers and Fire Fighters plan (LEOFF). “Service Provider Personnel” includes Service Provider employees and owners (such as shareholders, partners or members). If Service Provider is a sole proprietor, then “Service Provider Personnel” refers to the sole proprietor.
Willful Wage Violation Certification	By signing this Agreement, the Service Provider certifies that, within the five-year period immediately preceding the date of Service Provider’s signature, the Service Provider has not been determined by a final and binding citation and notice of assessment issued by the Washington Department of Labor and Industries or through a civil judgment entered by a court of limited or general jurisdiction to have willfully violated, as defined in RCW 49.48.082, any provision of chapter 49.46, 49.48, or 49.52 RCW. This certification covers any entity, however organized, that is substantially identical to Service Provider. Submission of an untrue certification by Service Provider is a material breach and cause for Agreement termination.
Agreed Amendment to General Provisions	The attached General Provisions are amended as follows: The first sentence of <u>Section 10</u> is replaced with the following sentence: “To the extent of Service Provider’s negligence, breach of this Agreement, violation or law, or willful misconduct, and except as otherwise provided in this Section, Service Provider hereby agrees to defend and indemnify and save harmless the City from any and all Claims arising out of, in connection with, or incident to any acts, errors, omissions, or conduct by Service Provider (or its employees, agents, representatives or

	subcontractors/subconsultants) relating to this Agreement, whether such Claims sound in contract, tort, or any other legal theory.”

END OF BASIC PROVISIONS

IN WITNESS WHEREOF, the City and Service Provider have executed this Agreement, which includes and incorporates the above Basic Provisions, the attached General Provisions, the attached scope of work (Exhibit A), and the attached method of compensation (Exhibit B).

**CITY OF EVERETT
WASHINGTON**

KBA, INC.

Cassie Franklin, Mayor

Signature: _____

Name of Signer: Kris Overleese, PE

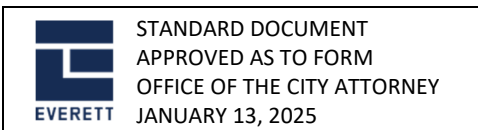
Signer's Email Address: koverleese@kbacm.com

Title of Signer: President

Date

ATTEST

Office of the City Clerk



ATTACHMENT
PROFESSIONAL SERVICES AGREEMENT
(GENERAL PROVISIONS v.1.13.25)

1. **Engagement of Service Provider.** The City hereby agrees to engage Service Provider, and Service Provider hereby agrees, to perform the work in a competent and professional manner and provide the services described in the Scope of Work attached as Exhibit A. The Scope of Work so identified is hereafter referred to as “Work”. Without a written directive of an authorized representative of the City, Service Provider shall not perform any services that are in addition to, or beyond the scope of, the Work. If Service Provider’s proposal or other document generated by Service Provider is incorporated or attached as an exhibit or part of any exhibit to this Agreement or in any amendment or task or work order pursuant to this Agreement, then such proposal or document is part of this Agreement solely to the extent that it describes the Work, the Work schedule, and the amounts or rates to be paid for such Work, and Service Provider expressly agrees that no terms or conditions from such proposal or document are incorporated or included into this Agreement. In the event of difference or conflict between parts of this Agreement, Service Provider shall be bound by whichever is more stringent on Service Provider. If, and to the extent, the Work includes the design of a public work or improvement, in whole or in part, Service Provider’s design shall be reasonably accurate, adequate and suitable for its intended purpose.
2. **Intellectual Property Rights.** Reports, drawings, plans, specifications and any other intangible property created in furtherance of the Work are property of the City for all purposes, whether the project for which they are made is executed or not, and may be used by the City for any purpose. Any reuse by the City of these reports, drawings, plans, specifications and intangible property for purposes other than in connection with the Work is at the sole risk of the City. To the extent the Work includes material subject to copyright, Service Provider agrees that the Work is done as a “Work For Hire” as that term is defined under U.S. copyright law, and that as a result, the City shall own all copyrights in the Work. To the extent that the Work includes material subject to proprietary right protection but does not qualify as a “Work For Hire” under applicable law, Service Provider hereby assigns to the City all right, title and interest in and to the Work, including all copyrights, patents, trade secrets, and other proprietary rights therein (including renewals thereof). To the maximum extent permitted by law, Service Provider waives all moral rights in the Work. Notwithstanding the foregoing, Service Provider retains any intellectual property rights in documents and intangible property created by Service Provider prior to engagement, or not created by Service Provider for its performance of this Agreement.
3. **Time of Beginning and Completion of Performance.** This Agreement shall commence as of the date of mutual execution of this Agreement and the Work shall be completed by Completion Date stated in the Basic Provisions.
4. **Compensation.**
 - A. The City shall pay Service Provider only for completed Work and for services actually rendered which are described herein. Such payment shall be full compensation for Work performed or services rendered, including, but not limited to, all labor, materials, supplies, equipment and incidentals necessary to complete the Work.
 - B. Service Provider shall be paid such amounts and in such manner as described in Exhibit B.
 - C. Service Provider may receive payment as reimbursement for Eligible Expenses actually incurred. “Eligible Expenses” means those expenses as set forth in an exhibit to this Agreement or such expenses as are approved for reimbursement by the City in writing prior to the expense being incurred. An expense shall not be reimbursed if: (1) the expense is not

- identified as an Eligible Expense; (2) the expense exceeds the per item or cumulative limits for such expense if it is identified as an Eligible Expense; or (3) the expense was not approved in writing by an authorized City representative prior to Service Provider incurring the expense. If, and to the extent, overnight lodging in western Washington is authorized, Service Provider is strongly encouraged to lodge within the corporate limits of City. When authorized, Service Provider will be reimbursed 100% of lodging expense, if lodged within the corporate limits of the City, but Service Provider will be reimbursed 50% of lodging expense when lodged outside the corporate limits of the City. If authorized, the City may (at its sole option) obtain or arrange air travel for Service Provider.
- D. Total compensation, including all services and expenses, shall not exceed the Maximum Compensation Amount in the Basic Provisions.
 - E. If Service Provider fails or refuses to correct its work when so directed by the City, the City may withhold from any payment otherwise due an amount that the City in good faith believes is equal to the cost to the City of correcting, re-procuring, or remedying any damage caused by Service Provider's conduct.
5. **Method of Payment.**
- A. To obtain payment, Service Provider shall (a) file its request for payment, accompanied by evidence satisfactory to the City justifying the request for payment; (b) submit a report of Work accomplished and hours of all tasks completed; (c) to the extent reimbursement of Eligible Expenses is sought, submit itemization of such expenses and, if requested by the City, copies of receipts and invoices; and (d) comply with all applicable provisions of this Agreement. Service Provider shall be paid no more often than once every thirty days.
 - B. All requests for payment should be sent to the City Project Manager Address in the Basic Provisions or to an address designated by the City Project Manager in writing.
6. **Submission of Reports and Other Documents.** Service Provider shall submit all reports and other documents as and when specified in the Scope of Work. This information shall be subject to review by the City, and if found to be unacceptable, Service Provider shall correct and deliver to the City any deficient Work at Service Provider's expense with all practical dispatch. Service Provider shall abide by the City's determinations concerning acceptability of Work.
7. **Termination of Contract.** City reserves the right to terminate this Agreement at any time by sending written notice of termination to Service Provider ("Notice"). The Notice shall specify a termination date ("Termination Date"). The Notice shall be effective ("Notice Date") upon the earlier of either actual receipt by Service Provider (whether by email, mail, delivery or other method reasonably calculated to be received by Service Provider in a reasonably prompt manner) or three calendar days after issuance of the Notice. Upon the Notice Date, Service Provider shall immediately commence to end the Work in a reasonable and orderly manner. Unless terminated for Service Provider's material breach, Service Provider shall be paid or reimbursed for: (a) all hours worked and Eligible Expenses incurred up to the Notice Date, less all payments previously made; and (b) those hours worked and Eligible Expenses incurred after the Notice Date, but prior to the Termination Date, that were reasonably necessary to terminate the Work in an orderly manner. The City does not by this Section waive, release or forego any legal remedy for any violation, breach or non-performance of any of the provision of this Agreement. At its sole option, and without limitation of or prejudice to any other available remedy or recourse, the City may deduct from the final payment due Service Provider (a) any damages, expenses or costs arising out of any such violations, breaches, or non-performance and (b) any other backcharges or credits.
8. **Changes.** The City may, from time to time, unilaterally change the scope of the services of Service Provider to be performed hereunder. Such changes, including any increase or decrease in the

scope of work (and resulting increase or decrease in compensation), shall: (a) be made only in writing and signed by an authorized City representative, (b) be explicitly identified as an amendment to this Agreement and (c) become a part of this Agreement.

9. **Subletting/Assignment of Contracts.** Service Provider shall not sublet or assign any of the Work without the express, prior written consent of the City.
10. **Indemnification.** Except as otherwise provided in this Section, Service Provider hereby agrees to defend and indemnify and save harmless the City from any and all Claims arising out of, in connection with, or incident to any negligent or intentional acts, errors, omissions, or conduct by Service Provider (or its employees, agents, representatives or subcontractors/subconsultants) relating to this Agreement, whether such Claims sound in contract, tort, or any other legal theory. Service Provider is obligated to defend and indemnify and save harmless the City pursuant to this Section whether a Claim is asserted directly against the City, or whether it is asserted indirectly against the City, e.g., a Claim is asserted against someone else who then seeks contribution or indemnity from the City. Service Provider's duty to defend and indemnify and save harmless pursuant to this Section is not in any way limited to, or by the extent of, insurance obtained by, obtainable by, or required of Service Provider. Service Provider's obligations under this Section shall not apply to Claims caused by the sole negligence of the City. If (1) RCW 4.24.115 applies to a particular Claim, and (2) such Claim is caused by or results from the concurrent negligence of (a) Service Provider, its employees, subcontractors/subconsultants or agents and (b) the City, then Service Provider's obligations under this Section shall be only to the extent of Service Provider's negligence. Solely and expressly for the purpose of its duties to indemnify and defend and save harmless the City, Service Provider specifically waives any immunity it may have under the State Industrial Insurance Law, Title 51 RCW. Service Provider recognizes that this waiver of immunity under Title 51 RCW was specifically entered into pursuant to the provisions of RCW 4.24.115 and was the subject of mutual negotiation. As used in this Section: (1) "City" includes the City, the City's officers, employees, agents, and representatives and (2) "Claims" include, but is not limited to, any and all losses, penalties, fines, claims, demands, expenses (including, but not limited to, attorney's fees and litigation expenses), suits, judgments, or damages, irrespective of the type of relief sought or demanded, such as money or injunctive relief, and irrespective of whether the damage alleged is bodily injury, damage to property, economic loss, general damages, special damages, or punitive damages or infringement or misappropriation of any patent, copyright, trade secret, or other proprietary right. If, and to the extent, Service Provider employs or engages subconsultants or subcontractors, then Service Provider shall ensure that each such subconsultant and subcontractor (and subsequent tiers of subconsultants and subcontractors) shall expressly agree to defend and indemnify and save harmless the City to the extent and on the same terms and conditions as Service Provider pursuant to this Section. The provisions of this Section shall survive the termination of this Agreement.
11. **Insurance.**
 - A. Service Provider shall comply with the following conditions and procure and keep in force during the term of this Agreement, at Service Provider's own cost and expense, the policies of insurance as set forth in this Section with companies authorized to do business in the State of Washington, which are rated at least "A-" or better and with a numerical rating of no less than seven (7), by A.M. Best Company and which are acceptable to the City.
 1. Workers' Compensation Insurance as required by Washington law and Employer's Liability Insurance with limits not less than \$1,000,000 per occurrence. If the City authorizes sublet work, Service Provider shall require each subcontractor to provide Workers' Compensation Insurance for its employees, unless Service Provider covers such employees.

2. Commercial General Liability (CGL) Insurance on an occurrence basis in an amount not less than \$1,000,000 per occurrence and at least \$2,000,000 in the annual aggregate, including but not limited to: premises/operations (including off-site operations), blanket contractual liability and broad form property damage.
 3. Business Automobile Liability Insurance in an amount not less than \$1,000,000 per occurrence, extending to any automobile. A statement certifying that no vehicle will be used in accomplishing this Agreement may be substituted for this insurance requirement.
 4. Professional Errors and Omissions Insurance in an amount not less than \$2,000,000 per occurrence and \$2,000,000 in the annual aggregate. Such coverage may be written on a claims made basis.
- B. The above CGL and auto liability policies shall be primary as to the City and shall contain a provision that the policy shall not be canceled or materially changed without 30 days prior written notice to the City. No cancellation provision in any insurance policy shall be construed in derogation of the continuous duty of Service Provider to furnish the required insurance during the term of this Agreement.
 - C. Upon written request by the City, the insurer or its agent will furnish, prior to or during any Work being performed, a copy of any policy cited above, certified to be a true and complete copy of the original.
 - D. The Description of Operations on the Certificate of Insurance must substantially read as follows: "The above commercial general and auto liability policies are primary as to the City of Everett; have the City of Everett, its officers, employees, agents, and volunteers as additional insureds; and contain a provision that the policy shall not be canceled or materially changed without 30 days prior written notice to the City of Everett."
 - E. Prior to Service Provider performing any Work, Service Provider shall provide the City or the City's designee with a Certificate of Insurance acceptable to the City Attorney evidencing the required insurance. Service Provider shall provide the City or the City's designee with either (1) a true copy of an endorsement naming the City of Everett, its officers, employees, agents and volunteers as Additional Insureds on the Commercial General Liability Insurance policy and the Business Automobile Liability Insurance policy with respect to the operations performed and services provided under this Agreement and that such insurance shall apply as primary insurance on behalf of such Additional Insureds or (2) a true copy of the blanket additional insured clause from the policies. Receipt by the City or the City's designee of any certificate showing less coverage than required is not a waiver of Service Provider's obligations to fulfill the requirements of this Section. No statement on a third-party website (such as a Trustlayer) that a requirement is "waived" or "overridden" is a waiver of Service Provider's obligations to fulfill the requirements of this Section.
 - F. If the Professional Errors and Omissions Insurance is on a claims made policy form, the retroactive date on the policy shall be the effective date of this Agreement or prior. The retroactive date of any subsequent renewal of such policy shall be the same as the original policy provided. The extended reporting or discovery period on a claims made policy form shall not be less than 36 months following expiration of the policy.
 - G. Service Provider certifies that it is aware of the provisions of Title 51 of the Revised Code of Washington that requires every employer to be insured against liability of Workers' Compensation, or to undertake self-insurance in accordance with the provisions of that Title. Service Provider shall comply with the provisions of Title 51 of the Revised Code of Washington before commencing the performance of the Work. Service Provider shall provide

the City with evidence of Workers' Compensation Insurance (or evidence of qualified self-insurance) before any Work is commenced.

- H. In case of the breach of any provision of this Section, the City may, at its option and with no obligation to do so, provide and maintain at the expense of Service Provider, such types of insurance in the name of Service Provider, and with such insurers, as the City may deem proper, and may deduct the cost of providing and maintaining such insurance from any sums which may be found or become due to Service Provider under this Agreement or may demand Service Provider to promptly reimburse the City for such cost.

- 12. **Risk of Loss.** Service Provider shall be solely responsible for the safety of its employees, agents and subcontractors in the performance of the work hereunder and shall take all protections reasonably necessary for that purpose. All work shall be done at Service Provider's own risk, and Service Provider shall be solely responsible for any loss of or damage to Service Provider's materials, tools, or other articles used or held for use in connection with the work.

13. **Independent Contractor.**

- A. This Agreement neither constitutes nor creates an employer-employee relationship. Service Provider must provide services under this Agreement as an independent contractor. Service Provider must comply with all federal and state laws and regulations applicable to independent contractors including, but not limited to, the requirements listed in this Section. Service Provider agrees to indemnify and defend the City from and against any claims, valid or otherwise, made against the City because of these obligations.
- B. In addition to the other requirements of this Section, if Service Provider is a sole proprietor, Service Provider agrees that Service Provider is not an employee or worker of the City under Chapter 51 of the Revised Code of Washington, Industrial Insurance for the service performed in accordance with this Agreement, by certifying to the following:
 - (1) Service Provider is free from control or direction over the performance of the service; and
 - (2) The service performed is outside the usual course of business for the City, or will not be performed at any place of business of the City, or Service Provider is responsible for the costs of the principal place of business from which the service is performed; and
 - (3) Service Provider is customarily engaged in an independently established business of the same nature as the service performed, or has a principal place of business for the service performed that is eligible for a business deduction for federal income tax purposes; and
 - (4) On the effective date of this Agreement, Service Provider is responsible for filing a schedule of expenses, for the next applicable filing period, with the internal revenue service for the type of service performed; and
 - (5) By the effective date of this Agreement or within a reasonable time thereafter, Service Provider has established an account with the department of revenue and other state agencies, where required, for the service performed for the payment of all state taxes normally paid by employers and businesses and has registered for and received a unified business identifier number from the state of Washington; and
 - (6) By the effective date of this Agreement, Service Provider is maintaining a separate set of records that reflect all items of income and expenses of the services performed.
- C. Any and all employees of Service Provider, while engaged in the performance of any Work, shall be considered employees of only Service Provider and not employees of the City.

Service Provider shall be solely liable for any and all claims that may or might arise under the Worker's Compensation Act on behalf of such employees or Service Provider, while so engaged and for any and all claims made by a third party as a consequence of any negligent act or omission on the part of Service Provider's employees, while so engaged on any of the Work.

- D. Service Provider shall comply with all applicable provisions of the Fair Labor Standards Act and other legislation affecting its employees and the rules and regulations issued thereunder insofar as applicable to its employees and shall at all times save the City free, clear and harmless from all actions, claims, demands and expenses arising out of such act, and rules and regulations that are or may be promulgated in connection therewith.
 - E. Service Provider assumes full responsibility for the payment of all payroll taxes, use, sales, income, or other form of taxes (such as state and, city business and occupation taxes), fees, licenses, excises or payments required by any city, federal or state legislation which are now or may during the term of the Agreement be enacted as to all persons employed by Service Provider and as to all duties, activities and requirements by Service Provider in performance of the Work and Service Provider shall assume exclusive liability therefor, and meet all requirements thereunder pursuant to any rules or regulations that are now or may be promulgated in connection therewith.
14. **Employment/Conflict of Interest.** Service Provider warrants that it has not employed or retained any company or person, other than a bona fide employee working solely for Service Provider, to solicit or secure this Agreement and that it has not paid or agreed to pay any company or person, other than a bona fide employee working solely for Service Provider, any fee, commission, percentage, brokerage fee, gifts, or any other consideration, contingent upon or resulting from the award or making of this Agreement. For breach or violation of this warranty, the City shall have the right to annul this Agreement without liability or, in its discretion, to deduct from the Agreement price or consideration or otherwise recover, the full amount of such fee, commission, percentage, brokerage fee, gift, or contingent fee. Further, it is recognized that Service Provider may or will be performing professional services during the term of this Agreement for other parties; however, such performance of other services shall not conflict with or interfere with Service Provider's ability to perform the Work. Service Provider agrees to resolve any such conflicts of interest in favor of the City.
15. **Audits and Inspections.** At any time during normal business hours and as often as the City may deem necessary, Service Provider shall make available to the City for the City's examination all of Service Provider's records and documents with respect to all matters covered by this Agreement and, furthermore, Service Provider will permit the City to audit, examine and make copies, excerpts or transcripts from such records, and to make audits of all contracts, invoices, materials, payrolls, records of personnel, conditions of employment and other data relating to all matters covered by this Agreement.
16. **City of Everett Business License.** Service Provider agrees to obtain a City of Everett business license prior to performing any work pursuant to this Agreement.
17. **State of Washington Requirements.** Service Provider agrees to register and obtain any State of Washington business licenses, Department of Revenue account and/or unified business identifier number as required by RCW 50.04.140 and 51.08.195 prior to performing any work pursuant to this Agreement.
18. **Compliance with Federal, State and Local Laws/Prevailing Wages.** Service Provider shall comply with and obey all federal, state and local laws, regulations, and ordinances applicable to the operation of its business and to its performance of work hereunder. If any Work by Service Provider or a subcontractor is subject to prevailing wages under chapter 39.12 RCW, all wages to

workers, laborers, or mechanics employed in the performance of such work shall be not less than prevailing wages under chapter 39.12 RCW. State of Washington prevailing wage rates published by the Washington State Department of Labor and Industries (L&I) are obtainable from the L&I website address: <https://www.lni.wa.gov/licensing-permits/public-works-projects/prevailing-wage-rates/>, and the effective prevailing wage date is the same date as the date of last signature on this Agreement. A copy of the applicable prevailing wage rates are also available for viewing at Owner's office located at City of Everett Public Works, 3200 Cedar St, Everett, WA, and the City will mail a hard copy of the prevailing wage rates upon written request.

19. **Compliance with the Washington State Public Records Act.** Service Provider acknowledges that the City is subject to the Public Records Act, chapter 42.56 RCW (the "Act"). All records owned, used or retained by the City are public records subject to disclosure unless exempt under the Act, whether or not such records are in the possession or control of the City or Service Provider. Service Provider shall cooperate with the City so that the City may comply with all of its obligations under the Act. Within ten (10) days after receipt of notice from the City, Service Provider shall deliver to the City copies of all records relating to this Agreement or relating to the Work that the City determines qualify as the City's public records under the Act. If the City receives a public records request relating to this Agreement or relating to the Work, the City shall seek to provide notice to Service Provider at least ten (10) days before the City releases records pursuant to such public records request, but in no event will the City have any liability to Service Provider for any failure of the City to provide such notice. In addition to its other indemnification and defense obligations under this Agreement, Service Provider shall indemnify and defend the City from and against any and all losses, penalties, fines, claims, demands, expenses (including, but not limited to, attorney's fees and litigation expenses), suits, judgments, or damage arising from or relating to any failure of Service Provider to comply with this Section.
20. **Compliance with Grant/Loan Terms and Conditions.** Service Provider shall comply with any and all terms, conditions, terms and requirements of any federal, state or other agency grant or loan that wholly or partially funds Service Provider's work hereunder. If the grant or loan requires that the agency be a third-party beneficiary to this Agreement, then the agency is a third party beneficiary to this Agreement.
21. **Equal Employment Opportunity.** Service Provider shall not discriminate against any employee, applicant for employment, or other person on the basis of race, color, religion, sex, age, disability, marital state, or national origin or other circumstance prohibited by applicable federal, state, or local law or ordinance. Service Provider shall comply with and shall not violate any applicable provisions of Chapter 49.60 RCW, Title VI of the Civil Rights Act of 1964, and all applicable federal, state, or local law or ordinance regarding non-discrimination.
22. **Waiver.** Any waiver by Service Provider or the City or the breach of any provision of this Agreement by the other party will not operate, or be construed, as a waiver of any subsequent breach by either party or prevent either party from thereafter enforcing any such provisions.
23. **Complete Agreement.** This Agreement contains the complete and integrated understanding and agreement between the parties and supersedes any understanding, agreement or negotiation whether oral or written not set forth herein. The title of this Agreement and the headings used in this Agreement, are for ease of reference only and shall not in any way be construed to limit or alter the meaning of any provision.
24. **Modification of Agreement.** This Agreement may only be modified as provided in Section 8, or by a writing explicitly identified as a modification or amendment of this Agreement that is signed by authorized representatives of the City and Service Provider.

25. **Severability.** If any part of this Agreement is found to be in conflict with applicable laws, such part shall be inoperative, null and void, insofar as it is in conflict with said laws, and the remainder of the Agreement shall remain in full force and effect.
26. **Notices.**
A. Notices to the City shall be sent to the City Project Manager address in the Basic Provisions.
B. Notices to Service Provider shall be sent to its address in the Basic Provisions.
27. **Venue.** Venue for any lawsuit arising out of this Agreement shall be in the Superior Court of Snohomish County, Washington.
28. **Governing Law.** The laws of the State of Washington, without giving effect to principles of conflict of laws, govern all matters arising out of or relating to this Agreement.
29. **City Marks.** Service Provider will not use any trade name, trademark, service mark, or logo of the City (or any name, mark, or logo confusingly similar thereto) in any advertising, promotions, or otherwise, without the City's express prior written consent.
30. **No Personal Liability.** No officer, agent or employee of the City shall be personally responsible for any liability arising under this Agreement, whether expressed or implied, nor for any statement or representation made or in any connection with this Agreement.
31. **Federal Debarment.** Service Provider shall immediately notify the City of any suspension or debarment or other action that excludes Service Provider or any Service Provider subcontractor from participation in Federal contracting. Service Provider shall verify all subcontractors that are intended and/or used by Service Provider for performance of Work are in good standing and are not debarred, suspended or otherwise ineligible by the Federal Government. Debarment shall be verified at <https://www.epls.gov/eplsearch.do>. Service Provider shall keep proof of such verification within Service Provider records.
32. **Signature/Counterparts.** This Agreement and any amendment thereto may be signed in counterparts, each of which shall be deemed an original, and all of which, taken together, shall be deemed one and the same document. AdobeSign signatures are fully binding. Any ink, electronic, faxed, scanned, photocopied, or similarly reproduced signature of either party on this Agreement or any amendment hereto will be deemed an original signature and will be fully enforceable as an original signature.
33. **Standard Document.** This General Provisions document is a standard City form document. No changes by Service Provider are authorized to the General Provisions. Notwithstanding anything to the contrary in this Agreement, in the event that Service Provider makes unauthorized changes to the General Provisions, such changes are deemed to have never been made and the contract between the City and Service Provider is deemed to be the unchanged standard City form General Provisions in version stated below, regardless of whether the City signs this Agreement in a form that may contain the unauthorized changes.

**END OF GENERAL PROVISIONS
(v.1.13.25)**

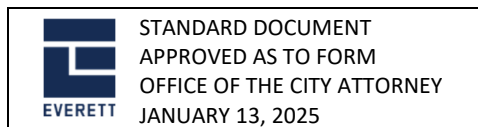


EXHIBIT A
PROFESSIONAL SERVICES AGREEMENT
(SCOPE OF WORK -- ATTACHED)

EXHIBIT A
SCOPE OF SERVICES
for
PGSF WMVD Storm and Combined Sewer Package 2

KBA, Inc. (Consultant) will provide Construction Management (CM) services to City of Everett (Client) for the project known as ***PGSF WMVD Storm and Combined Sewer Package 2*** (Project). These services will include consultation, contract administration, field observation, documentation, and material testing, as required during the construction of the Project, as detailed below.

Project Description:

The City of Everett (City) Port Gardner Water Quality Program serves to improve water quality in Possession Sound and Port Gardner Bay by reducing combined sewer overflows (CSOs) and providing regional stormwater treatment for more than 200 acres of urban watershed. This program includes the construction of the Port Gardner Storage Facility (PGSF) and the associated West Marine View Drive WMVD conveyance infrastructure (PGSF WMVD Storm and Combined Sewer). PGSF WMVD Storm and Combined Sewer is split into two discrete projects, referred to as Packages 1 and 2. The PGSF WMVD Storm and Combined Sewer Package 2 consists of construction of various diameter pipelines and structures to convey wastewater and stormwater to the Port Gardner Storage Facility from multiple locations north and south of the PGSF. The PGSF and PGSF WMVD Storm and Combined Sewer projects are scheduled to be operational by December 31, 2027. The Designer of Record on this Project is Brown and Caldwell (Designer).

I. CONSTRUCTION MANAGEMENT SERVICES

A. Consultant Contract and Team Management: Provide overall day-to-day management of the Consultant contract and Team, including:

1. Decide on best modes and frequency of communication with Client and Designer. Liaison and coordinate with Client on a regular basis to discuss Project issues and status.
2. Manage Consultant Team, comprised of Consultant's staff and its subconsultants, if any. Organize and layout work for Consultant Team.
3. Review monthly expenditures and Consultant Team scope activities. Prepare and submit to Client monthly, an invoice and progress report describing services provided that period. Prepare and submit reporting required by funding source(s), if any.

Deliverables

- *Monthly invoices and progress reports*
- *Reporting required by funding source(s), if any*

B. Preconstruction Services

1. Review Contract Documents to familiarize team with Project requirements.
2. During Bidding period:
 - a. Lead Pre-Bid meeting(s).
 - b. Assist in analyzing bidder questions, as needed.
 - c. Assist Designer in researching and preparing Addenda, as needed.

3. Assist Client in checking and analyzing bids and bidders.
4. Organize and lead preconstruction conference:
 - a. Prepare and distribute notices.
 - b. Prepare agenda.
 - c. Conduct the meeting.
 - d. Prepare and distribute meeting notes to attendees and affected agencies.
5. Provide one set of preconstruction photographs.

Deliverables

- *Preconstruction Conference Notice, Agenda, and Notes*
- *Preconstruction photos, digital files on electronic storage medium*

C. Construction Phase Services – Contract Administration

1. Liaison with the Client, construction contractor, Designer, appropriate agencies, adjacent property owners, and utilities.
2. In concurrence with Progress Estimates, provide the Client with brief construction progress reports, highlighting progress and advising of issues that are likely to impact cost, schedule, or quality/scope.
3. Schedule Review:
 - a. Review construction contractor's schedules for compliance with Contract Documents.
 - b. Monitor the construction contractor's conformance to schedule and request revised schedules when needed. Advise Client of schedule changes.
4. Progress Meetings. Lead regular (usually weekly) progress meetings with the construction contractor, including Client pre-briefing. Prepare weekly meeting agenda and meeting notes and distribute copies to attendees. Track outstanding issues on a weekly basis.
5. Manage Submittal Process. Track and review, or cause to be reviewed by other appropriate party, work plans, shop drawings, samples, test reports, and other data submitted by the construction contractor, for general conformance to the Contract Documents.
6. Record of Materials. Maintain records of material compliance documentation received and advise Client of any known deficiencies.
7. Prepare weekly statement of working days and distribute to the Client and Contractor.
8. Manage RFI (Request for Information) process. Track and review/evaluate or cause to be reviewed/evaluated by other appropriate party, RFIs. Manage responses to RFIs.
9. Change Management. Evaluate entitlement, and prepare scope, impact, and independent estimate for change orders. Facilitate resolution of change orders.
10. Monthly Pay Requests. Prepare monthly progress estimates for payment. Review payment requests submitted by construction contractor for comparison and reconcile differences. Review with Client and construction contractor and recommend approval, as appropriate.
 - a. Evaluate construction contractor's Schedule of Values for lump sum items. Review the Contract Price allocations and verify that such allocations are made in accordance with the requirements of the Contract Documents.
11. Notify construction contractor of work found in noncompliance with the requirements of the contract.
12. Assist the Client in the investigation of malfunctions or failures observed during construction.

13. Public Information. Provide information for Client to prepare media communications and public notices on Project status. Provide information for Client's inclusion into a Project website and/or newsletter, if requested.
14. Record Drawings. Review not less than monthly, the construction contractor's redline set of contract plans. Maintain a CM Team set of conformed drawings tracking plan changes, location of discovered anomalies and other items, as encountered by Consultant Team. Use these markups to check the progress of the Contractor-prepared Record Drawings.
15. Document Control. Establish and maintain document filing and tracking systems, following Client guidelines and meeting funding agency requirements. Collect, organize, and prepare documentation on the Project.
 - a. If requested, one hard copy of files will be kept in the Project field office.
 - b. Electronic documentation will be stored in a Project Website, using Autodesk Construction Cloud (ACC), managed and hosted by the Consultant. The Client will be provided with licenses for their and the construction contractor's use of the ACC website during the Project. Consultant will provide one training session for Client and construction contractor users of the ACC website, and ongoing support, as needed.
 - c. The ACC Project website will transition to "read-only" access upon expiration of the Agreement, or upon project completion and transfer of final records, whichever occurs first. Transference of final records will include a digital copy of the files stored in the ACC Project website. Access to the ACC website will expire 60 days after transference of final records.
 - d. The ACC software previously belonging or licensed to Consultant and used to perform the contracted services shall remain the property of Consultant.
16. Project Closeout. If requested, prepare or assist with preparation of Certificate Letters of Substantial, Physical, and Final Completion for Client approval and signature, to include punch list. Prepare final pay estimate for Client approval and processing.
17. Final Records. Compile and convey final Project records, transferring to the Client for its archiving at final acceptance of the Project. Should Consultant's work end prior to full completion of the Project, its records will be transferred to the Client prior to departure from the Project. Records will consist of electronic records on electronic storage medium.

Deliverables

- *Monthly Construction Progress Reports*
- *Schedule Review Comments*
- *Meeting Agendas and Notes*
- *Submittal Log*
- *Record of Materials*
- *RFI Log*
- *Change Order(s)*
- *Progress Pay Requests*
- *Certificate Letters of Completion*
- *Final records – electronic*

D. Construction Phase Services – Field

1. Observe the technical conduct of the construction, including providing day-to-day contact with the construction contractor, Client, utilities, and other stakeholders, and monitor for adherence to the Contract Documents. The Consultant's personnel will act in accordance with Sections 1-05.1 and 1-05.2 of the WSDOT/APWA Standard Specifications.

2. Observe material, workmanship, and construction areas for compliance with the Contract Documents and applicable codes. Advise the Client of any non-conforming work observed during site visits.
3. Prepare Inspector Daily Reports (IDRs), recording the construction contractor's operations as actually observed by the Consultant; includes estimated quantities of work placed that day, contractor's equipment and crews, photos of work performed, and other pertinent information.
4. Interpret Construction Contract Documents, in coordination with Designer.
5. Evaluate and report to Client issues that may arise as to the quality and acceptability of material furnished, work performed, and rate of progress of work performed by the construction contractor.
6. Establish communications with adjacent property owners. Respond to questions from property owners and the general public.
7. Coordinate with permit holders on the Project to monitor compliance with approved permits, if applicable.
8. Prepare field records, daily reports of force account worked, and other payment source documents to help facilitate administration of the Project in accordance with funding agency requirements.
9. Attend and actively participate in regular on-site meetings.
10. Take periodic digital photographs during the course of construction. Photographs to be labeled and organized in accordance with Client protocol.
11. Punch List. Upon substantial completion of work, coordinate with the Client and affected agencies, to prepare a 'punch list' of items to be completed or corrected. Coordinate final inspection with those agencies.
12. Testing. Conduct materials and laboratory tests. Coordinate the work of the Field Representative(s) and testing laboratories in the observation and testing of materials used in the construction; document and evaluate results of testing; and inform Client and construction contractor of deficiencies.
13. Special Inspections. Conduct special inspections in accordance with design requirements identified in bid documents.

Deliverables

- *IDRs with Project photos – submitted on a weekly basis*
- *Field Note Records and Daily Reports of Force Account Worked*
- *Additional Project photos not included in IDRs*
- *Punch List(s)*
- *Test reports*
- *Special Inspections Reports*

E. Assumptions

1. **Budget:**
 - a. Staffing levels are anticipated in accordance with the attached budget estimate. Consultant services are budgeted for a 19-month period, from March 2026 through September 2027 and a few staff members continuing part time to November 2027. Overtime has not been figured into the budget.
 - b. Consultant will work up to the limitations of the authorized budget. If additional budget is needed to cover instances, including but not limited to the following, Client and Consultant will negotiate a Supplement to this Agreement:

- i. The contractor's schedule requires inspection coverage of extra crews and shifts.
 - ii. The construction contract runs longer than the time period detailed above.
 - iii. Any added scope tasks.
- c. The work is anticipated to be performed during daytime hours. Should night work be necessary, a 15 percent differential for labor will be applied to all night shift hours worked by Consultant's employees.
- d. If Consultant provides their own construction field office, Client will reimburse Consultant for all office costs, including lease and/or rental of space, equipment, utilities, and insurance. Costs are based on a Enter #-month lease, with a subsequent option for a month-to-month rental. If the office is actually occupied for a shorter period than stated in the lease/rental agreement, Client will nevertheless reimburse Consultant for all fixed costs based on a specified agreement period.
- e. The budget allocations shown in Exhibit B are itemized to aid in Project tracking purposes only. The budget may be transferred between tasks or people, or between labor and expenses, provided the total contracted amount is not exceeded without prior authorization.
- f. The budget assumes that Consultant's standard forms, logs, and processes will be used on the Project ACC website. Any customization to meet specialized Client requirements will be Extra Work.
- g. Should Consultant's level of effort extend beyond the time period detailed in the attached Exhibit B - Estimate, and into a new year, labor rates will adjust annually on January 1.

2. Items and Services Client will provide:

- a. Meeting arrangements and facilities for pre-bid and preconstruction meetings. Prepare and distribute meeting notes from pre-bid meeting(s), if any.
- b. Field office, including:
 - i. workstations (desk, chair, and storage) for 6 staff
 - ii. conference table and chairs
 - iii. combination printer/copier/scanner machine with these capabilities: 11x17 size, color, and of business quality
 - iv. Wired coaxial or fiber connection to the field office. Internet connectivity must support download speed of at least 500Mbps, and minimum upload speed of 50 Mbps, provisioned with one (1) static IP address for remote support connectivity
 - v. A router with wi-fi capability and a minimum of 2 high speed ethernet ports
 - vi. miscellaneous office supplies
 - vii. utilities and sanitary facilities
 - viii. security of all equipment against theft and/or unauthorized access
- c. Retain Engineer of Record for shop drawing review, RFIs, design changes, and final record drawings.
- d. Coordination with and enforcement of utility franchise agreements and/or contracts and schedules for services related to this Project.
- e. Verify that the required permits, bonds, and insurance have been obtained and submitted by the construction contractor. Obtain all permits not required to be provided by construction contractor.
- f. Construction Survey. Provide project control survey and staking that is not already assigned to the construction contractor.

3. Scope:

- a. The Autodesk Construction Cloud Project website being used for this Project is proprietary to the Consultant (KBA, Inc.), and may not be used by any other party or on any other project without the written permission and involvement of KBA, Inc.
- b. Constructability Review of design documents will be for constructability, for general conformance with the design concept, and for contradictions and inconsistencies between the various parts of the design documents. This review will not include review of the accuracy or completeness of details, such as quantities, dimensions, weights, gauges, or fabrication processes; and will not include quantity takeoffs.
- c. Consultant will provide observation services for the days/hours that its' Inspector(s) personnel is/are on-site. The Inspector(s) will not be able to observe or report construction activities, or collect documentation, during the time they are not on-site.
- d. The Consultant's monitoring of the construction contractor's activities is to ascertain whether or not they are performing the work in accordance with the Contract Documents; in case of noncompliance, Consultant will reject non-conforming work and pursue the other remedies in the interests of the Client, as detailed in the Contract Documents. The Consultant cannot guarantee the construction contractor's performance, and it is understood that Consultant shall assume no responsibility for proper construction means, methods, techniques, Project site safety, safety precautions or programs, or for the failure of any other entity to perform its work in accordance with laws, contracts, regulations, or Client's expectations.
- e. Definitions and Roles. The use of the term "inspect" in relation to Consultant services is synonymous with "construction observation," and reference to the "Inspector" role is synonymous with "Field Representative," and means: performing on-site observations of the progress and quality of the Work and determining, in general, if the Work is being performed in conformance with the Contract Documents; and notifying the Client if Work does not conform to the Contract Documents or requires special inspection or testing. Where "Specialty Inspector" or "specialty inspection" is used, it refers to inspection by a Building Official or independent agent of the Building Official, or other licensed/certified inspector who provides a certified inspection report in accordance with an established standard.
- f. Because of the prior use of the Project site, there is a possibility of the presence of toxic or hazardous materials. Consultant shall have no responsibility for the discovery, presence, handling, removal or disposal of toxic or hazardous materials, or for exposure of persons to toxic or hazardous materials in any form at the Project site, including but not limited to asbestos, asbestos products, polychlorinated biphenyl (PCB), or other toxic substances. If the Consultant suspects the presence of hazardous materials, they will notify the Client immediately for resolution.
- g. Review of Shop Drawings, samples, and other submittals will be for general conformance with the design concept and general compliance with the requirements of the contract for construction. Such review will not relieve the Contractor from its responsibility for performance in accordance with the contract for construction, nor is such review a guarantee that the work covered by the shop drawings, samples and submittals is free of errors, inconsistencies or omissions.
- h. Any opinions of probable construction cost provided by the Consultant will be on the basis of experience and professional judgment. However, since Consultant has no control over competitive bidding or market conditions, the Consultant cannot and does not warrant that bids or ultimate construction costs will not vary from these opinions of probable construction costs.
- i. Quantity takeoffs and calculated quantities are for the purpose of comparing with Designer's and/or bidders' quantities and are not a guarantee of final quantities.

- j. Development of construction schedules and/or sequencing, and/or reviewing and commenting on contractor's schedules, is for the purpose of estimating number of days to complete a project, for identifying potential schedule and coordination challenges, and determining compliance with the construction contract. It is not a guarantee that a construction contractor will complete the Project in that sequence or timeline, as means and methods are the responsibility of the construction contractor.
- k. Consultant is not responsible for any costs, claims or judgments arising from or in any way connected with errors, omissions, conflicts or ambiguities in the Contract Documents prepared by others. The Consultant does not have responsibility for the professional quality or technical adequacy or accuracy of the design plans or specifications, nor for their timely completion by others.
- l. If Consultant provides Value Analysis or Value Engineering services, it is understood that any ideas, advice, or recommendations generated by the Consultant are made based only on the information presented to them, and need engineering analysis by the Designer to verify; Consultant is not responsible for the final design product.
- m. RCW 4.24.115 is applicable to Consultant's services provided under this Agreement.
- n. Consultant's insurance carrier provides coverage on ISO equivalent endorsement forms.
- o. Services provided by the Consultant under this Agreement will be performed in a manner consistent with that degree of care and skill ordinarily exercised by members of the same profession currently practicing under similar circumstances, in the same geographical area and time period.
- p. Nothing in the Agreement is intended to create, nor shall it be construed to create, a fiduciary duty owed by either party to the other. Consultant makes no warranties, guarantees, express or implied, under this Agreement or otherwise in connection with Consultant's services.
- q. Client agrees that Consultant will not be held liable for the completeness, correctness, readability, or compatibility of any electronic media submitted to Client, after an acceptance period of 30 days after delivery of the electronic files, because data stored on electronic media can deteriorate undetected or can be modified without Consultant's knowledge.
- r. Consultant will not be liable for any damage to the field office premises or utilities provided by Client, unless caused by Consultant's own negligence.

II. OPTIONAL SERVICES

All services not detailed above, are considered Optional Services, which, along with any other Extra Work requested by the Client, will be performed only when a mutually negotiated Supplement to this Agreement is executed, specifying scope of services and budget.

**EXHIBIT B
PROFESSIONAL SERVICES AGREEMENT**

**SELECT ONE OF THE FOLLOWING METHODS OF COMPENSATION, EACH OF WHICH IS
SUBJECT TO THE MAXIMUM COMPENSATION AMOUNT**

- ☒ **HOURLY RATE.** The City shall pay Service Provider a sum equal to the amount of hours actually worked multiplied by the rate identified below for staff performing the Work.

Name	Title	Rate
See Attached Exhibit B-1	enter title	enter rate
enter name	enter title	enter rate
enter name	enter title	enter rate
enter name	enter title	enter rate
enter name	enter title	enter rate
enter name	enter title	enter rate
enter name	enter title	enter rate

If there are more staff than rows in the table above, then those staff names, titles, and rates shall be provided in the Scope of Work.

- ☐ **PROGRESS PAYMENTS.** The City shall pay Service Provider the following amounts upon the completion of the following tasks.

Task	Amount Paid on Task Completion
enter task	enter amount
enter task	enter amount
enter task	enter amount
enter task	enter amount
enter task	enter amount
enter task	enter amount
enter task	enter amount

If there are more tasks than rows in the table above, then those tasks and payment amounts shall be provided in the Scope of Work.

- ☐ **LUMP SUM.** The City shall pay Service Provider \$ enter amount upon the completion of the Work.

- ☐ **METHOD CONTAINED IN SCOPE OF WORK.** The City shall pay Service Provider as set forth in the Scope of Work.

- ☐ **METHOD CONTAINED IN ATTACHED PAGE(S).** The City shall pay Service Provider as set forth in the spreadsheets or other documents attached to this Exhibit B.

EXHIBIT B-1

KBA PROJECT ESTIMATE

Everett WMVD Combined Storm + Sewer CM Services

City of Everett - Public Works

KBA Job No.: TBD



12/23/2025

KBA STAFF	CLASS	ROLE	2026			2027			2028			TOTAL KBA PROJECT HOURS	TOTAL KBA LABOR
			TOTAL HOURS	ALL INCLUSIVE RATE	TOTAL KBA LABOR	TOTAL HOURS	ALL INCLUSIVE RATE	TOTAL KBA LABOR	TOTAL HOURS	ALL INCLUSIVE RATE	TOTAL KBA LABOR		
TASK	01.00	Project Management	102	Hours	\$ 24,174	110	Hours	\$ 27,512	-	Hours	\$ -	212	\$ 51,686
Gina Hortolosa	M003	Project Principal	40	\$ 330.00	\$ 13,200.00	44	\$ 346.50	\$ 15,246.00	-	\$ 363.83	\$ -	84	\$ 28,446
Jill Carter	A005	Contract Administrator	62	\$ 177.00	\$ 10,974.00	66	\$ 185.85	\$ 12,266.10	-	\$ 195.14	\$ -	128	\$ 23,240
TASK	02.00	Construction Management	11,259	Hours	\$ 2,488,499	11,231	Hours	\$ 2,628,219	-	Hours	\$ -	22,490	\$ 5,116,719
Paul Prozniski	E006	Program Manager	954	\$ 300.00	\$ 286,200.00	947	\$ 315.00	\$ 298,383.75	-	\$ 330.75	\$ -	1,901	\$ 584,584
Devin Harmia	E006	Construction Manager	1,908	\$ 288.00	\$ 549,504.00	2,079	\$ 302.40	\$ 628,689.60	-	\$ 317.52	\$ -	3,987	\$ 1,178,194
Scott Wilcox	T005	Lead Inspector	1,908	\$ 228.36	\$ 435,710.88	1,710	\$ 239.78	\$ 410,020.38	-	\$ 251.77	\$ -	3,618	\$ 845,731
Molly Jo Sevigny	E003	Office Engineer	1,908	\$ 190.80	\$ 364,046.40	2,070	\$ 200.34	\$ 414,703.80	-	\$ 210.36	\$ -	3,978	\$ 778,750
Michael Abdelmassih	E004	Inspector	1,908	\$ 222.00	\$ 423,576.00	1,710	\$ 233.10	\$ 398,601.00	-	\$ 244.76	\$ -	3,618	\$ 822,177
Jamie Rinear	T003	Inspector	1,908	\$ 188.00	\$ 360,612.00	1,710	\$ 198.45	\$ 339,349.50	-	\$ 208.37	\$ -	3,618	\$ 699,962
Night Inspector	T005	Night Inspector	-	\$ 262.61	\$ -	240	\$ 275.74	\$ 66,178.73	-	\$ 289.53	\$ -	240	\$ 66,179
Intern	E001	Intern	765	\$ 90.00	\$ 68,850.00	765	\$ 94.50	\$ 72,292.50	-	\$ 99.23	\$ -	1,530	\$ 141,143
Subtotal KBA Labor:			11,361	Hours	\$ 2,512,673	11,341	Hours	\$ 2,655,731	-	Hours	\$ -	22,702	\$ 5,168,405

KBA EXPENSES		2026	2027	2028
KBA Field Vehicles		93,309	98,664	-
Markup	0%	-	-	-
Subtotal KBA Expenses:		\$ 93,309	\$ 98,664	\$ -
TOTAL EXPENSES				191,973
				\$ 191,973

SUBCONSULTANTS		2026	2027	2028
Cerreira		-	50,000	-
HWA GeoSciences Inc		-	473,550	-
Markup	3%	-	15,707	-
Subtotal Subconsultant Cost:		\$ -	\$ 539,256.50	\$ -
TOTAL SUBCONSULTANTS				\$ 50,000.00
				\$ 473,550.00
				\$ 15,706.50
				\$ 539,256.50

15 % Management Reserve

\$ 844,945.00

\$	6,744,579
ESTIMATED PROJECT TOTAL	

ASSUMPTIONS:

All values are rounded to the nearest dollar
Hourly vehicle rates are all inclusive (Hourly Rate +Fuel+Insurance+Maintenance+Sales Tax), and for estimating purposes are escalated at a rate of 6% per year
All inclusive salary rates = Direct Salary Cost + Overhead Rate + Fee
Home Office Multiplier = 1.00 (Labor) + 1.5267 (OH) + Fee (0.4733) = 3.0
Field Office Multiplier = 1.00 (Labor) + 1.4514 (OH) + Fee (0.5486) = 3.0
For estimating purposes Direct Salary Rates are escalated at a rate of 5% per year effective annually on January 1st
Full time assumes 9 hour days.
Program Manager is 50% time from March 2026 to September 2027, and 25% time from October 2027 to November 2027
This estimate assumes 3 full time inspectors from March 2026 to September 2027
Office Engineer and Construction Manager are full time from March 2026 to November 2027
An intern is budgeted full time from June to September in 2026 and June to September 2027.
This Estimate assume 6 weeks of night work for 1 inspector. Night shift is billed with a 15% premium applied to the direct salary rate.



City Council Agenda Item Cover Sheet

Project title: Award the contract for the PGSF West Marine View Drive Storm and Combined Sewer, Package 2 Project to KLB Construction, LLC in the amount of \$43,694,570.62

Council Bill # *interoffice use*

Agenda dates requested:

Briefing
Proposed action
Consent 04/08/26
Action
Ordinance
Public hearing
Yes X No

Budget amendment:
Yes X No

PowerPoint presentation:
Yes X No

Attachments:
Bid Summary

Department(s) involved:
Public Works

Contact person:
Tom Hood

Phone number:
425-257-8809

Email:
thood@everettwa.gov

Initialed by:
RLS
Department head

Administration

Council President

Project: PGSF WMVD Storm and Combined Sewer, Package 2

Partner/Supplier: KLB Construction, LLC

Location: PGSF Site/W. Marine View Drive

Preceding action: P&S Ordinance Update (4/01/26)

Fund: Fund 336 – Water and Sewer System Improvements Fund

Fiscal summary statement:

Project funding is provided by Fund 336 – Water and Sewer System Improvements Fund. The low bid amount, \$43,694,570.62, is within the programmed available funding for the project.

Project summary statement:

The City is under an agreed order with the Department of Ecology that requires the City to reduce Combined Sewer Overflows (CSOs) to be within regulatory compliance limits by the end of 2027. The PGSF West Marine View Drive Storm and Combined Sewer, Package 2 Project (Project) is a key component of the PGSF Program that involves construction of several large-diameter pipelines that will connect the PGSF Site to the City's existing sewer and stormwater systems. The Engineer's estimate for the Project was \$66,592,000.

Bids were opened on March 3, 2026. Five bid proposals were received for the Project. KLB Construction, LLC was the lowest responsive and responsible bidder at a price of \$43,694,570.62. Public Works staff recommend that KLB Construction, LLC be awarded the contract for the PGSF West Marine View Drive Storm and Combined Sewer, Package 2 Project in the amount of \$43,694,570.62

Recommendation (exact action requested of Council):

Award the Contract for the PGSF West Marine View Drive Storm and Combined Sewer, Package 2 Project to KLB Construction, LLC in the amount of \$43,694,570.62.



EVERETT
PUBLIC WORKS

3200 Cedar Street,
Everett WA 98201
(425) 257-8800

Project: W.O. UP 3815-02 Port Gardner Storage Facility - West Marine View Drive Storm & Combined Sewer Design - Construction Package 2

Project Engineer: Randy Loveless, Project Engineer

Date BIDS Received/Opened: 3/3/2026

Prepared By: 

Date: 3/4/2026

Check/Approved By: 

Date: 3/5/26



3200 Cedar Street,
Everett WA 98201

BID TABULATION
Port Gardner Storage Facility - West Marine View Drive Storm & Combined Sewer Design - Construction Package 2
W.O. UP 3815-02
Date: 3/3/2026

Prepared By: Eugene Houtby For: Randy Loveless, Project Engineer				ENGINEER'S ESTIMATE		KLB Construction, LLC		Shimmick Construction Company, Inc		James W Fowler, Co		Scarsella Bros, Inc		Northwest Construction, Inc	
ITEM #	ITEM DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT
1	MOBILIZATION AND DEMOBILIZATION	LS	1	\$3,290,000.00	\$3,290,000.00	\$3,200,000.00	\$3,200,000.00	\$1,000,000.00	\$1,000,000.00	\$1,725,000.00	\$1,725,000.00	\$5,670,000.00	\$5,670,000.00	\$3,100,000.00	\$3,100,000.00
2	TRAFFIC CONTROL	LS	1	\$553,633.00	\$553,633.00	\$500,000.00	\$500,000.00	\$1,500,000.00	\$1,500,000.00	\$1,100,000.00	\$1,100,000.00	\$2,250,000.00	\$2,250,000.00	\$1,750,000.00	\$1,750,000.00
3	TRENCH SAFETY SYSTEM	LS	1	\$267,777.00	\$267,777.00	\$70,000.00	\$70,000.00	\$1,100,000.00	\$1,100,000.00	\$1,165,500.00	\$1,165,500.00	\$4,527,000.00	\$4,527,000.00	\$1,000,000.00	\$1,000,000.00
4	TEMPORARY EROSION AND SEDIMENT CONTROL	LS	1	\$37,717.00	\$37,717.00	\$190,000.00	\$190,000.00	\$450,000.00	\$450,000.00	\$711,084.00	\$711,084.00	\$1,250,000.00	\$1,250,000.00	\$750,000.00	\$750,000.00
5	BNSF TRENCHLESS CROSSING	LS	1	\$2,724,230.00	\$2,724,230.00	\$2,440,000.00	\$2,440,000.00	\$2,707,820.00	\$2,707,820.00	\$2,075,000.00	\$2,075,000.00	\$4,250,000.00	\$4,250,000.00	\$3,000,000.00	\$3,000,000.00
6	16" W RELOCATION	LS	1	\$1,281,276.00	\$1,281,276.00	\$1,050,000.00	\$1,050,000.00	\$2,000,000.00	\$2,000,000.00	\$1,018,000.00	\$1,018,000.00	\$510,000.00	\$510,000.00	\$3,000,000.00	\$3,000,000.00
7	CONSTRUCT SANITARY SEWER 48" SS LOWER NORTON EAST	LF	557	\$1,775.66	\$989,042.62	\$1,085.00	\$604,345.00	\$1,500.00	\$835,500.00	\$1,736.00	\$966,952.00	\$1,360.00	\$757,520.00	\$1,400.00	\$779,800.00
8	CONSTRUCT CARRIER PIPE 48" SS FRP BNSF	LF	162	\$567.72	\$91,970.64	\$1,160.00	\$187,920.00	\$1,610.00	\$260,820.00	\$1,430.00	\$231,660.00	\$810.00	\$131,220.00	\$1,100.00	\$178,200.00
9	Construct Sanitary Sewer 48" SS FRP Lower Norton	LF	797	\$1,739.41	\$1,386,309.77	\$995.00	\$793,015.00	\$1,305.00	\$1,040,085.00	\$1,235.00	\$984,295.00	\$1,150.00	\$916,550.00	\$1,500.00	\$1,195,500.00
10	Construct Accessway and Manhole SSMH008	EA	1	\$86,789.08	\$86,789.08	\$36,000.00	\$36,000.00	\$60,000.00	\$60,000.00	\$73,890.00	\$73,890.00	\$38,300.00	\$38,300.00	\$40,000.00	\$40,000.00
11	Construct Drop Structure and Manhole SSMH009A	EA	1	\$111,515.26	\$111,515.26	\$36,000.00	\$36,000.00	\$60,000.00	\$60,000.00	\$85,200.00	\$85,200.00	\$38,850.00	\$38,850.00	\$30,000.00	\$30,000.00
12	Construct Accessway and Manhole SSMH009	EA	1	\$84,356.17	\$84,356.17	\$40,000.00	\$40,000.00	\$115,000.00	\$115,000.00	\$75,125.00	\$75,125.00	\$34,500.00	\$34,500.00	\$110,000.00	\$110,000.00
13	Construct Accessway and Manhole SSMH0010	EA	1	\$83,740.43	\$83,740.43	\$43,000.00	\$43,000.00	\$70,000.00	\$70,000.00	\$74,300.00	\$74,300.00	\$38,850.00	\$38,850.00	\$60,000.00	\$60,000.00
14	Construct Accessway and Manhole SSMH0011	EA	1	\$87,072.95	\$87,072.95	\$43,000.00	\$43,000.00	\$70,000.00	\$70,000.00	\$86,100.00	\$86,100.00	\$48,750.00	\$48,750.00	\$60,000.00	\$60,000.00
15	Construct Plant Connection 48" SS	LS	1	\$90,381.24	\$90,381.24	\$58,000.00	\$58,000.00	\$35,000.00	\$35,000.00	\$140,500.00	\$140,500.00	\$45,000.00	\$45,000.00	\$75,000.00	\$75,000.00
16	Construct Sanitary Sewer 30" SS FRP Lower Norton (PGSF Frontage)	LF	442	\$864.97	\$382,316.74	\$985.00	\$435,370.00	\$1,300.00	\$574,600.00	\$2,265.00	\$1,001,130.00	\$1,035.00	\$457,470.00	\$1,300.00	\$574,600.00
17	Construct Sanitary Sewer 30" SS FRP Lower Norton	LF	713	\$747.41	\$532,903.33	\$1,135.00	\$809,255.00	\$1,310.00	\$934,030.00	\$1,560.00	\$1,112,280.00	\$1,035.00	\$737,955.00	\$1,175.00	\$837,775.00
18	Construct Sanitary Sewer 30" FRP SS Lower Norton	LF	1831	\$748.24	\$1,370,027.44	\$760.00	\$1,391,560.00	\$1,800.00	\$3,295,800.00	\$1,835.00	\$3,359,885.00	\$1,035.00	\$1,895,085.00	\$1,150.00	\$2,105,650.00
19	Construct Accessway and Manhole SSMH200	EA	1	\$60,427.47	\$60,427.47	\$32,000.00	\$32,000.00	\$60,000.00	\$60,000.00	\$79,500.00	\$79,500.00	\$48,000.00	\$48,000.00	\$50,000.00	\$50,000.00
20	Construct Accessway and Manhole SSMH201	EA	1	\$56,541.78	\$56,541.78	\$36,000.00	\$36,000.00	\$60,000.00	\$60,000.00	\$70,500.00	\$70,500.00	\$35,200.00	\$35,200.00	\$35,000.00	\$35,000.00
21	Construct Accessway and Manhole SSMH202 (C-2112)	EA	1	\$58,451.81	\$58,451.81	\$37,000.00	\$37,000.00	\$60,000.00	\$60,000.00	\$70,500.00	\$70,500.00	\$37,750.00	\$37,750.00	\$35,000.00	\$35,000.00
22	Construct Accessway and Manhole SSMH203	EA	1	\$55,858.94	\$55,858.94	\$36,000.00	\$36,000.00	\$60,000.00	\$60,000.00	\$70,500.00	\$70,500.00	\$36,750.00	\$36,750.00	\$35,000.00	\$35,000.00



3200 Cedar Street,
Everett WA 98201

BID TABULATION
Port Gardner Storage Facility - West Marine View Drive Storm & Combined Sewer Design - Construction Package 2
W.O. UP 3815-02
Date: 3/3/2026

Prepared By: Eugene Houtby For: Randy Loveless, Project Engineer				ENGINEER'S ESTIMATE		KLB Construction, LLC		Shimmick Construction Company, Inc		James W Fowler, Co		Scarsella Bros, Inc		Northwest Construction, Inc	
ITEM #	ITEM DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT
23	Construct Accessway and Manhole SSMH204	EA	1	\$52,502.25	\$52,502.25	\$35,000.00	\$35,000.00	\$60,000.00	\$60,000.00	\$70,500.00	\$70,500.00	\$35,500.00	\$35,500.00	\$35,000.00	\$35,000.00
24	Plant Connection 24" SS (C-2109 & C-2351)	LS	1	\$54,484.94	\$54,484.94	\$98,000.00	\$98,000.00	\$45,000.00	\$45,000.00	\$153,000.00	\$153,000.00	\$85,000.00	\$85,000.00	\$80,000.00	\$80,000.00
25	Plant Connection 16" SS (C-2109 & C-2352)	LS	1	\$27,762.38	\$27,762.38	\$63,000.00	\$63,000.00	\$35,000.00	\$35,000.00	\$64,900.00	\$64,900.00	\$45,500.00	\$45,500.00	\$60,000.00	\$60,000.00
26	Plant Connection 48" SD C-2309, STA 40+09.25 to STA 40+49.40	LS	1	\$305,857.07	\$305,857.07	\$400,000.00	\$400,000.00	\$435,000.00	\$435,000.00	\$526,000.00	\$526,000.00	\$1,210,000.00	\$1,210,000.00	\$450,000.00	\$450,000.00
27	Construct Sanitary Sewer 24" SS C900 or FRP Lower Norton East	LF	499	\$685.80	\$342,214.20	\$920.00	\$459,080.00	\$1,950.00	\$973,050.00	\$2,160.00	\$1,077,840.00	\$935.00	\$466,565.00	\$1,500.00	\$748,500.00
28	Construct Carrier Pipe 24" SS C900 or FRP BNSF	LF	169	\$236.70	\$40,002.30	\$290.00	\$49,010.00	\$240.00	\$40,560.00	\$353.00	\$59,657.00	\$635.00	\$107,315.00	\$900.00	\$152,100.00
29	Construct Sanitary Sewer 24" SS C900 or FRP Lower Norton	LF	1104	\$652.05	\$719,863.20	\$789.00	\$871,056.00	\$975.00	\$1,076,400.00	\$1,600.00	\$1,766,400.00	\$880.00	\$971,520.00	\$1,200.00	\$1,324,800.00
30	Construct Sanitary Sewer 24" SS C900 or FRP (Plant Connection)	LS	1	\$30,955.69	\$30,955.69	\$46,000.00	\$46,000.00	\$45,000.00	\$45,000.00	\$77,000.00	\$77,000.00	\$11,585.60	\$11,585.60	\$15,000.00	\$15,000.00
31	Construct Sanitary Sewer Manhole SSMH100	EA	1	\$36,789.25	\$36,789.25	\$96,000.00	\$96,000.00	\$100,000.00	\$100,000.00	\$38,000.00	\$38,000.00	\$100,250.00	\$100,250.00	\$110,000.00	\$110,000.00
32	Construct Sanitary Sewer Manhole SSMH101	EA	1	\$20,690.46	\$20,690.46	\$34,000.00	\$34,000.00	\$60,000.00	\$60,000.00	\$33,000.00	\$33,000.00	\$72,350.00	\$72,350.00	\$60,000.00	\$60,000.00
33	Construct Sanitary Sewer Manhole SSMH102	EA	1	\$18,170.11	\$18,170.11	\$32,000.00	\$32,000.00	\$60,000.00	\$60,000.00	\$33,000.00	\$33,000.00	\$69,250.00	\$69,250.00	\$60,000.00	\$60,000.00
34	Construct Sanitary Sewer Manhole SSMH103 W/ 24" Outside Drop	EA	1	\$87,753.48	\$87,753.48	\$82,000.00	\$82,000.00	\$90,000.00	\$90,000.00	\$77,000.00	\$77,000.00	\$72,150.00	\$72,150.00	\$60,000.00	\$60,000.00
35	Construct Sanitary Sewer Manhole SSMH104	EA	1	\$14,810.29	\$14,810.29	\$32,000.00	\$32,000.00	\$40,000.00	\$40,000.00	\$33,000.00	\$33,000.00	\$69,750.00	\$69,750.00	\$60,000.00	\$60,000.00
36	Construct Sanitary Sewer Manhole SSMH105	EA	1	\$23,215.60	\$23,215.60	\$33,000.00	\$33,000.00	\$40,000.00	\$40,000.00	\$44,500.00	\$44,500.00	\$80,000.00	\$80,000.00	\$60,000.00	\$60,000.00
37	Construct Sanitary Sewer Manhole SSMH106	EA	1	\$30,564.13	\$30,564.13	\$40,000.00	\$40,000.00	\$50,000.00	\$50,000.00	\$38,200.00	\$38,200.00	\$82,250.00	\$82,250.00	\$75,000.00	\$75,000.00
38	Construct Sanitary Sewer Manhole SSMH107	EA	1	\$32,111.93	\$32,111.93	\$41,000.00	\$41,000.00	\$50,000.00	\$50,000.00	\$38,200.00	\$38,200.00	\$83,000.00	\$83,000.00	\$75,000.00	\$75,000.00
39	Construct Sanitary Sewer Manhole SSMH108 W/ 24" Outside Drop	EA	1	\$111,640.74	\$111,640.74	\$86,000.00	\$86,000.00	\$100,000.00	\$100,000.00	\$75,150.00	\$75,150.00	\$91,100.00	\$91,100.00	\$80,000.00	\$80,000.00
40	Construct Sewer Force Main 20" HDPE Open Cut	LF	687	\$953.65	\$655,157.55	\$325.00	\$223,275.00	\$750.00	\$515,250.00	\$970.00	\$666,390.00	\$665.00	\$456,855.00	\$500.00	\$343,500.00
41	Construct Sewer Force Main 18" HDPE Slipline	LF	602	\$138.05	\$83,106.10	\$500.00	\$301,000.00	\$1,200.00	\$722,400.00	\$233.00	\$140,266.00	\$225.00	\$135,450.00	\$850.00	\$511,700.00
42	Construct Access Pit HDPE Slipline	LS	1	\$893,007.72	\$893,007.72	\$105,000.00	\$105,000.00	\$120,000.00	\$120,000.00	\$139,000.00	\$139,000.00	\$70,000.00	\$70,000.00	\$250,000.00	\$250,000.00
43	Construct Sanitary Sewer 36" SS FRP 20th St	LF	60	\$986.86	\$59,211.60	\$1,100.00	\$66,000.00	\$2,025.00	\$121,500.00	\$4,250.00	\$255,000.00	\$1,055.00	\$63,300.00	\$1,850.00	\$111,000.00
44	Construct Sanitary Sewer Manhole SSMH300	EA	1	\$34,480.12	\$34,480.12	\$42,000.00	\$42,000.00	\$60,000.00	\$60,000.00	\$37,100.00	\$37,100.00	\$30,300.00	\$30,300.00	\$70,000.00	\$70,000.00



3200 Cedar Street,
Everett WA 98201

BID TABULATION
Port Gardner Storage Facility - West Marine View Drive Storm & Combined Sewer Design - Construction Package 2
W.O. UP 3815-02
Date: 3/3/2026

Prepared By: Eugene Houtby For: Randy Loveless, Project Engineer				ENGINEER'S ESTIMATE		KLB Construction, LLC		Shimmick Construction Company, Inc		James W Fowler, Co		Scarsella Bros, Inc		Northwest Construction, Inc	
ITEM #	ITEM DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT
45	Cast-in-Place Structure - Transition Structure Replacement	LS	1	\$234,632.80	\$234,632.80	\$280,000.00	\$280,000.00	\$900,000.00	\$900,000.00	\$140,000.00	\$140,000.00	\$217,500.00	\$217,500.00	\$300,000.00	\$300,000.00
46	Construct Sanitary Sewer Manhole SSMH400	EA	1	\$15,559.40	\$15,559.40	\$76,000.00	\$76,000.00	\$40,000.00	\$40,000.00	\$33,000.00	\$33,000.00	\$22,100.00	\$22,100.00	\$50,000.00	\$50,000.00
47	Construct Sanitary Sewer Manhole SSMH401	EA	1	\$14,377.19	\$14,377.19	\$79,000.00	\$79,000.00	\$40,000.00	\$40,000.00	\$33,000.00	\$33,000.00	\$62,900.00	\$62,900.00	\$50,000.00	\$50,000.00
48	Construct Sanitary Sewer Manhole SSMH402	EA	1	\$25,418.76	\$25,418.76	\$85,000.00	\$85,000.00	\$40,000.00	\$40,000.00	\$33,000.00	\$33,000.00	\$65,000.00	\$65,000.00	\$50,000.00	\$50,000.00
49	Construct Sanitary Sewer 12" SS PVC	LF	512	\$495.14	\$253,511.68	\$325.00	\$166,400.00	\$550.00	\$281,600.00	\$1,480.00	\$757,760.00	\$600.00	\$307,200.00	\$525.00	\$268,800.00
50	Construct Storm Drain 48" SD FRP Lower Norton East	LF	570	\$1,559.03	\$888,647.10	\$1,135.00	\$646,950.00	\$1,500.00	\$855,000.00	\$1,950.00	\$1,111,500.00	\$1,225.00	\$698,250.00	\$1,550.00	\$883,500.00
51	Construct Carrier Pipe 48" SD FRP BNSF	LF	170	\$559.79	\$95,164.30	\$600.00	\$102,000.00	\$390.00	\$66,300.00	\$531.00	\$90,270.00	\$810.00	\$137,700.00	\$1,100.00	\$187,000.00
52	Construct Storm Drain 48" SD FRP Lower Norton	LF	1135	\$1,728.68	\$1,962,051.80	\$1,000.00	\$1,135,000.00	\$1,150.00	\$1,305,250.00	\$1,435.00	\$1,628,725.00	\$1,141.00	\$1,295,035.00	\$1,500.00	\$1,702,500.00
53	Construct Accessway and Manhole SDMH504	EA	1	\$87,291.96	\$87,291.96	\$36,000.00	\$36,000.00	\$60,000.00	\$60,000.00	\$72,000.00	\$72,000.00	\$38,050.00	\$38,050.00	\$40,000.00	\$40,000.00
54	Construct Accessway and Manhole SDMH505	EA	1	\$86,864.85	\$86,864.85	\$36,000.00	\$36,000.00	\$60,000.00	\$60,000.00	\$72,000.00	\$72,000.00	\$39,000.00	\$39,000.00	\$40,000.00	\$40,000.00
55	Construct Drop Structure and Manhole SDMH507	EA	1	\$120,443.50	\$120,443.50	\$36,000.00	\$36,000.00	\$115,000.00	\$115,000.00	\$66,500.00	\$66,500.00	\$34,500.00	\$34,500.00	\$45,000.00	\$45,000.00
56	Construct Accessway and Manhole SDMH508	EA	1	\$82,370.34	\$82,370.34	\$42,000.00	\$42,000.00	\$70,000.00	\$70,000.00	\$72,000.00	\$72,000.00	\$38,650.00	\$38,650.00	\$55,000.00	\$55,000.00
57	Construct Accessway and Manhole SDMH509	EA	1	\$89,486.06	\$89,486.06	\$36,000.00	\$36,000.00	\$70,000.00	\$70,000.00	\$80,500.00	\$80,500.00	\$48,500.00	\$48,500.00	\$55,000.00	\$55,000.00
58	Construct Storm Drain 48" SD FRP Lower Norton (PGSF Frontage)	LF	221	\$1,689.01	\$373,271.21	\$1,005.00	\$222,105.00	\$1,290.00	\$285,090.00	\$2,600.00	\$574,600.00	\$1,190.00	\$262,990.00	\$1,500.00	\$331,500.00
59	Construct Storm Drain 48" SD Lower Norton w/12" Detention	LF	682	\$1,574.32	\$1,073,686.24	\$1,185.00	\$808,170.00	\$1,160.00	\$791,120.00	\$1,460.00	\$995,720.00	\$1,205.00	\$821,810.00	\$1,200.00	\$818,400.00
60	Construct Storm Drain 48" SD FRP Lower Norton	LF	1581	\$2,000.17	\$3,162,268.77	\$1,020.00	\$1,612,620.00	\$1,320.00	\$2,086,920.00	\$1,565.00	\$2,474,265.00	\$1,190.00	\$1,881,390.00	\$1,400.00	\$2,213,400.00
61	Construct Accessway and Manhole SDMH600	EA	1	\$86,580.22	\$86,580.22	\$36,000.00	\$36,000.00	\$60,000.00	\$60,000.00	\$80,500.00	\$80,500.00	\$49,000.00	\$49,000.00	\$50,000.00	\$50,000.00
62	Construct Accessway and Manhole SDMH601	EA	1	\$82,996.33	\$82,996.33	\$36,000.00	\$36,000.00	\$60,000.00	\$60,000.00	\$72,000.00	\$72,000.00	\$38,650.00	\$38,650.00	\$40,000.00	\$40,000.00
63	Construct Accessway and Manhole SDMH602	EA	1	\$88,589.56	\$88,589.56	\$37,000.00	\$37,000.00	\$60,000.00	\$60,000.00	\$72,000.00	\$72,000.00	\$40,300.00	\$40,300.00	\$40,000.00	\$40,000.00
64	Construct Accessway and Manhole SDMH603	EA	1	\$88,589.55	\$88,589.55	\$37,000.00	\$37,000.00	\$60,000.00	\$60,000.00	\$72,000.00	\$72,000.00	\$39,000.00	\$39,000.00	\$40,000.00	\$40,000.00
65	Grand Avenue Bridge – 36" SD open-cut	LS	1	\$983,476.59	\$983,476.59	\$860,000.00	\$860,000.00	\$820,000.00	\$820,000.00	\$1,165,000.00	\$1,165,000.00	\$730,000.00	\$730,000.00	\$1,500,000.00	\$1,500,000.00
66	Grand Avenue Bridge – Stand Pipe	LS	1	\$921,289.69	\$921,289.69	\$360,000.00	\$360,000.00	\$310,000.00	\$310,000.00	\$356,000.00	\$356,000.00	\$283,000.00	\$283,000.00	\$350,000.00	\$350,000.00



3200 Cedar Street,
Everett WA 98201

BID TABULATION
Port Gardner Storage Facility - West Marine View Drive Storm & Combined Sewer Design - Construction Package 2
W.O. UP 3815-02
Date: 3/3/2026

Prepared By: Eugene Houtby For: Randy Loveless, Project Engineer				ENGINEER'S ESTIMATE		KLB Construction, LLC		Shimmick Construction Company, Inc		James W Fowler, Co		Scarsella Bros, Inc		Northwest Construction, Inc	
ITEM #	ITEM DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT
67	12" SD Detention Pipe Replacement	LS	1	\$79,655.91	\$79,655.91	\$145,000.00	\$145,000.00	\$170,000.00	\$170,000.00	\$311,250.00	\$311,250.00	\$435,000.00	\$435,000.00	\$110,000.00	\$110,000.00
68	PRETREATMENT UNIT #2A (Oil Water Separator)	LS	1	\$383,725.41	\$383,725.41	\$55,000.00	\$55,000.00	\$65,000.00	\$65,000.00	\$163,200.00	\$163,200.00	\$90,300.00	\$90,300.00	\$100,000.00	\$100,000.00
69	Construct Sanitary Sewer Cleanouts (SSCO-1 and SSCO-2)	EA	2	\$5,232.40	\$10,464.80	\$4,300.00	\$8,600.00	\$7,000.00	\$14,000.00	\$1,736.00	\$3,472.00	\$4,375.00	\$8,750.00	\$3,250.00	\$6,500.00
70	Flow Meter Vault Demolition	LS	1	\$92,310.88	\$92,310.88	\$9,900.00	\$9,900.00	\$35,000.00	\$35,000.00	\$89,000.00	\$89,000.00	\$17,500.00	\$17,500.00	\$10,000.00	\$10,000.00
71	NAVY 12" FM Replacement	LS	1	\$164,594.03	\$164,594.03	\$150,000.00	\$150,000.00	\$225,000.00	\$225,000.00	\$378,000.00	\$378,000.00	\$121,608.00	\$121,608.00	\$500,000.00	\$500,000.00
72	Bentonite Trench Cut-off Wall	CY	800	\$1,401.88	\$1,121,504.00	\$645.00	\$516,000.00	\$1,040.00	\$832,000.00	\$478.00	\$382,400.00	\$518.00	\$414,400.00	\$750.00	\$600,000.00
73	Over-excavation Trench stabilization (Section 31 23 00)	CY	8000	\$647.05	\$5,176,400.00	\$150.00	\$1,200,000.00	\$275.00	\$2,200,000.00	\$141.00	\$1,128,000.00	\$220.00	\$1,760,000.00	\$200.00	\$1,600,000.00
74	Storm Water Treatment Equipment Area 40	LS	1	\$1,946,287.77	\$1,946,287.77	\$1,030,000.00	\$1,030,000.00	\$320,000.00	\$320,000.00	\$983,000.00	\$983,000.00	\$985,000.00	\$985,000.00	\$1,250,000.00	\$1,250,000.00
75	Contaminated Soil Removal, Disposal and Replacement	Ton	8000	\$460.13	\$3,681,040.00	\$105.00	\$840,000.00	\$143.00	\$1,144,000.00	\$179.00	\$1,432,000.00	\$190.00	\$1,520,000.00	\$130.00	\$1,040,000.00
76	Decommission Monitoring Wells	EA	8	\$1,262.29	\$10,098.32	\$2,000.00	\$16,000.00	\$3,000.00	\$24,000.00	\$411.00	\$3,288.00	\$1,950.00	\$15,600.00	\$3,000.00	\$24,000.00
77	Drilled Micropiles	LS	1	\$1,363,749.01	\$1,363,749.01	\$650,000.00	\$650,000.00	\$760,000.00	\$760,000.00	\$536,208.00	\$536,208.00	\$605,000.00	\$605,000.00	\$750,000.00	\$750,000.00
78	Temporary soldier pile wall	LS	1	\$958,684.80	\$958,684.80	\$1,010,000.00	\$1,010,000.00	\$1,400,000.00	\$1,400,000.00	\$1,188,120.00	\$1,188,120.00	\$2,000,000.00	\$2,000,000.00	\$6,500,000.00	\$6,500,000.00
79	Vibration and Settlement Monitoring - BNSF Trenchless	LS	1	\$76,073.32	\$76,073.32	\$35,000.00	\$35,000.00	\$55,000.00	\$55,000.00	\$96,000.00	\$96,000.00	\$245,000.00	\$245,000.00	\$125,000.00	\$125,000.00
80	Vibration and Settlement Monitoring – South of BNSF	LS	1	\$88,978.53	\$88,978.53	\$35,000.00	\$35,000.00	\$67,000.00	\$67,000.00	\$96,000.00	\$96,000.00	\$135,000.00	\$135,000.00	\$150,000.00	\$150,000.00
81	Vibration and Settlement Monitoring – North of BNSF	LS	1	\$104,047.02	\$104,047.02	\$35,000.00	\$35,000.00	\$40,000.00	\$40,000.00	\$96,000.00	\$96,000.00	\$135,000.00	\$135,000.00	\$200,000.00	\$200,000.00
82	Apprenticeship Incentive/Penalty	LS	1	\$4,999.45	\$4,999.45	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00
83	Record Drawings	LS	1	\$500,000.32	\$500,000.32	\$500,000.00	\$500,000.00	\$500,000.00	\$500,000.00	\$500,000.00	\$500,000.00	\$500,000.00	\$500,000.00	\$500,000.00	\$500,000.00
84	Surface Restoration AC Pavement over Concrete Panel Replacement	SY	356	\$555.19	\$197,647.64	\$345.00	\$122,820.00	\$325.00	\$115,700.00	\$502.00	\$178,712.00	\$278.50	\$99,146.00	\$275.00	\$97,900.00
85	Surface Restoration Mill and Overlay WMVD & 25th Street	SY	1108	\$24.79	\$27,467.32	\$22.50	\$24,930.00	\$23.00	\$25,484.00	\$28.00	\$31,024.00	\$18.00	\$19,944.00	\$18.00	\$19,944.00
86	Surface Restoration AC Pavement Replacement (FULL DEPTH) Lower	SY	1176	\$496.81	\$584,248.56	\$151.00	\$177,576.00	\$97.00	\$114,072.00	\$359.00	\$422,184.00	\$131.75	\$154,938.00	\$105.00	\$123,480.00
87	Surface Restoration Mill and Overlay Lower Norton Ave – East	SY	1536	\$24.13	\$37,063.68	\$23.00	\$35,328.00	\$23.00	\$35,328.00	\$26.00	\$39,936.00	\$18.40	\$28,262.40	\$18.00	\$27,648.00
88	Surface Restoration AC Pavement Replacement (FULL DEPTH) Norton	SY	447	\$582.37	\$260,319.39	\$133.00	\$59,451.00	\$150.00	\$67,050.00	\$310.00	\$138,570.00	\$135.00	\$60,345.00	\$170.00	\$75,990.00



3200 Cedar Street,
Everett WA 98201

BID TABULATION
Port Gardner Storage Facility - West Marine View Drive Storm & Combined Sewer Design - Construction Package 2
W.O. UP 3815-02
Date: 3/3/2026

Prepared By: Eugene Houtby For: Randy Loveless, Project Engineer					ENGINEER'S ESTIMATE		KLB Construction, LLC		Shimmick Construction Company, Inc		James W Fowler, Co		Scarsella Bros, Inc		Northwest Construction, Inc	
ITEM #	ITEM DESCRIPTION	UNIT	QUANTITY		UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT
89	Surface Restoration AC Pavement Replacement (FULL DEPTH) Norton	SY	1477		\$584.18	\$862,833.86	\$127.00	\$187,579.00	\$160.00	\$236,320.00	\$304.00	\$449,008.00	\$142.00	\$209,734.00	\$160.00	\$236,320.00
90	Surface Restoration Mill and Overlay Norton Terminal PE Area 4	SY	5065		\$23.92	\$121,154.80	\$19.50	\$98,767.50	\$23.00	\$116,495.00	\$23.00	\$116,495.00	\$23.25	\$117,761.25	\$18.00	\$91,170.00
91	Surface Restoration Mill and Overlay Norton Terminal TCE Area	SY	2250		\$23.92	\$53,820.00	\$20.00	\$45,000.00	\$23.00	\$51,750.00	\$25.00	\$56,250.00	\$18.40	\$41,400.00	\$18.00	\$40,500.00
92	Surface Restoration Mill and Overlay Norton Terminal TCE Area	SY	11514		\$23.92	\$275,414.88	\$20.00	\$230,280.00	\$23.00	\$264,822.00	\$24.00	\$276,336.00	\$18.40	\$211,857.60	\$18.00	\$207,252.00
93	Surface Restoration AC Pavement Replacement (FULL DEPTH) Lower	SY	2078		\$506.74	\$1,053,005.72	\$128.00	\$265,984.00	\$147.00	\$305,466.00	\$267.00	\$554,826.00	\$142.00	\$295,076.00	\$105.00	\$218,190.00
94	Surface Restoration Mill and Overlay Lower Norton Ave	SY	3739		\$24.68	\$92,278.52	\$20.50	\$76,649.50	\$23.00	\$85,997.00	\$23.00	\$85,997.00	\$18.00	\$67,302.00	\$5.00	\$18,695.00
95	Surface Restoration AC Pavement Replacement (FULL DEPTH) WMVD	SY	3610		\$508.13	\$1,834,349.30	\$153.00	\$552,330.00	\$113.00	\$407,930.00	\$279.00	\$1,007,190.00	\$177.00	\$638,970.00	\$110.00	\$397,100.00
96	Surface Restoration Mill and Overlay WMVD	SY	8850		\$25.03	\$221,515.50	\$20.50	\$181,425.00	\$23.00	\$203,550.00	\$21.00	\$185,850.00	\$17.10	\$151,335.00	\$18.00	\$159,300.00
97	Surface Restoration AC Pavement Replacement (FULL DEPTH) 20th	SY	120		\$514.10	\$61,692.00	\$128.00	\$15,360.00	\$114.00	\$13,680.00	\$300.00	\$36,000.00	\$130.25	\$15,630.00	\$115.00	\$13,800.00
98	Surface Restoration Mill and Overlay 20th Street	SY	325		\$23.92	\$7,774.00	\$19.00	\$6,175.00	\$23.00	\$7,475.00	\$21.00	\$6,825.00	\$17.10	\$5,557.50	\$18.00	\$5,850.00
99	Pile Removal and Disposal	EA	500		\$1,761.91	\$880,955.00	\$367.00	\$183,500.00	\$2,225.00	\$1,112,500.00	\$547.00	\$273,500.00	\$2,500.00	\$1,250,000.00	\$950.00	\$475,000.00
100	Pile Removal and Disposal Adjustment (length >40-ft)	LF	1000		\$38.24	\$38,240.00	\$7.30	\$7,300.00	\$215.00	\$215,000.00	\$14.00	\$14,000.00	\$30.00	\$30,000.00	\$210.00	\$210,000.00
101	Norton Terminal Access and Security	LS	1		\$792,644.76	\$792,644.76	\$645,000.00	\$645,000.00	\$2,145,000.00	\$2,145,000.00	\$774,600.00	\$774,600.00	\$1,000,000.00	\$1,000,000.00	\$5,300,000.00	\$5,300,000.00
102	Norton Terminal Removal of Structures and Obstructions	TON	3500		\$352.67	\$1,234,345.00	\$80.00	\$280,000.00	\$105.00	\$367,500.00	\$110.00	\$385,000.00	\$61.50	\$215,250.00	\$40.00	\$140,000.00
103	Force Account (Section 00 72 00)	FA	1		\$2,000,000.09	\$2,000,000.09	\$2,000,000.00	\$2,000,000.00	\$2,000,000.00	\$2,000,000.00	\$2,000,000.00	\$2,000,000.00	\$2,000,000.00	\$2,000,000.00	\$2,000,000.00	\$2,000,000.00
104	Force Account Groundwater Dewatering, Treatment, and	FA	1		\$5,444,239.71	\$5,444,239.71	\$5,934,395.00	\$5,934,395.00	\$5,934,395.00	\$5,934,395.00	\$5,934,395.00	\$5,934,395.00	\$5,934,395.00	\$5,934,395.00	\$5,934,395.00	\$5,934,395.00
105	Traffic Control Flaggers (Time and Material)	HR	4000		\$143.98	\$575,920.00	\$80.00	\$320,000.00	\$100.00	\$400,000.00	\$84.00	\$336,000.00	\$90.00	\$360,000.00	\$80.00	\$320,000.00
Contract Totals:					\$60,592,800.98		\$39,758,481.00		\$51,705,609.00		\$52,465,980.00		\$57,214,327.35		\$62,286,259.00	
WA State Tax 9.9%					\$5,998,687.30		\$3,936,089.62		\$5,118,855.29		\$5,194,132.02		\$5,664,218.41		\$6,166,339.64	
					\$66,591,488.28		\$43,694,570.62		\$56,824,464.29		\$57,660,112.02		\$62,878,545.76		\$68,452,598.64	



City Council Agenda Item Cover Sheet

Project title: Everett Mall Bus Station Platform

Council Bill # *interoffice use*

Agenda dates requested:

Briefing
Proposed action
Consent 4/8/26
Action
Ordinance
Public hearing
Yes X No

Budget amendment:
Yes X No

PowerPoint presentation:
Yes X No

Attachments:
PSA Amendment 3

Department(s) involved:
Transit/Legal

Contact person:
Mike Schmieder

Phone number:
425-257-7761

Email:
mschmieder@everettwa.gov

Initialed by:
MJS
Department head

Administration

Council President

Project: Everett Mall Bus Station Platform

Partner/Supplier: PACE Engineers Inc.

Location: Everett Mall

Preceding action: RFQ 2024-019
Council Approval of PSA, [3/27/24](#)
PSA Amendment 1, [8/21/24](#)
PSA Amendment 2, [2/12/25](#)
Authorization for Call for Bids, [1/22/25](#)

Fund: 425/Transit

Fiscal summary statement:

The original contract has been amended two previous times due to additions in the Scope of Work with a completion date of December 31, 2025.

This is a no cost amendment to extend the contract completion date to June 30, 2026.

Project summary statement:

PACE Engineers Inc. has provided design and engineering services for the relocation of the Mall Station bus platform, located at Everett Mall. Council authorized the call for bids for the construction of the project on January 22, 2026.

PACE has supported construction management of the new Everett Mall Bus Platform and driver building. The added scope under previous amendments included professional services for construction inspection and administration professional services.

The construction project has taken longer than expected due to unforeseen changes in scope. The original agreement with PACE has now exceeded its original completion date of December 31, 2025.

PACE needs to continue their oversight of construction inspections and administration professional duties through project closeout which is expected to be completed no later than June 30, 2026.

Recommendation (exact action requested of Council):

Authorize the Mayor to sign PSA Amendment 3 with PACE Engineers Inc. to extend their completion date to June 30, 2026.



**AMENDMENT NO. 3
PROFESSIONAL SERVICES AGREEMENT**

This Amendment to Professional Services Agreement ("***Amendment***") is effective as of the date of the Mayor's signature below, and is between the City of Everett, a Washington municipal corporation (the "***City***"), and the person identified as the Service Provider below ("***Service Provider***"). The City and Service Provider are parties to the Professional Services Agreement described below, as may be previously amended ("***Agreement***"). In consideration of the covenants, terms and conditions set forth below, and for good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the City and Service Provider agree to amend the Agreement as set forth below:

Service Provider	PACE Engineers Inc.
City Project Manager	Joan Olsen
	jolsen@everettwa.gov
Original Agreement Date	4/1/2024

AMENDMENTS		
New Completion Date	If this Amendment changes the Completion Date, enter the new Completion Date: 6/30/2026 If no new date is entered, this Amendment does not change the Completion Date.	
New Maximum Compensation Amount	If this Amendment changes compensation, complete the following table. If the table is not completed, this Amendment does not change compensation.	
	Maximum Compensation Amount Prior to this Amendment	Enter amount, if applicable
	Compensation Added (or Subtracted) by this Amendment	Enter amount, if applicable
	Maximum Compensation Amount After this Amendment	Enter amount, if applicable

Changes to Scope of Work	Scope of Work is not changed by this Amendment Leaving selection as "Click for Dropdown Menu" means no change to Scope of Work.
Other Amendments	N/A
Standard Amendment Provisions	Regardless of the date(s) on which this Amendment is signed by the parties, and regardless of any Agreement completion date(s) that may have been in the Agreement prior to this Amendment, the parties agree that the Agreement is deemed continuously in effect since the Original Agreement Date.
	This Amendment may be signed in counterparts, each of which shall be deemed an original, and all of which, taken together, shall be deemed one and the same document. AdobeSign signatures are fully binding. Any ink, electronic, faxed, scanned, photocopied, or similarly reproduced signature on this Amendment will be deemed an original signature and will be fully enforceable as an original signature.
	All provisions in the Agreement shall remain in effect except as expressly modified by this Amendment. From and after the effective date of this Amendment, all references to the Agreement in the Agreement are deemed references to the Agreement as modified by this Amendment.

SIGNATURES ON FOLLOWING PAGE

IN WITNESS WHEREOF, the City and Service Provider have executed this Amendment.

**CITY OF EVERETT
WASHINGTON**

PACE ENGINEERS INC.

Cassie Franklin, Mayor

Signature: _____

Name of Signer: Jeff Brauns

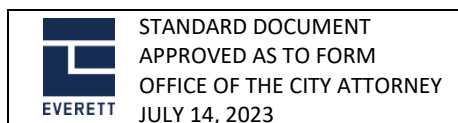
Signer's Email Address: jeffb@paceengrs.com

Title of Signer: Transportation Manager

Date

ATTEST

Office of the City Clerk



Project title: Amendment No. 1 to the 2025 Professional Services Agreement with Pacific Rim Laboratories Inc for environmental analytical testing services.

Council Bill #**Project:** PBDE and PFAS Laboratory Analysis**Partner/Supplier:** Pacific Rim Laboratory Inc.**Agenda dates requested:****Location:** Everett**Preceding action:** N/A

Briefing

Proposed action

Consent 4/08/26

Action

Ordinance

Public hearing

Yes x No

Budget amendment:

Yes x No

PowerPoint presentation:

Yes x No

Attachments:

PSA

Department(s) involved:

Public Works

Contact person:

Jeff Marrs

Phone number:

(425) 257-8967

Email:

jmarrs@everettwa.gov

Fund: 401 – Water a Sewer Utility Fund**Fiscal summary statement:**

Amendment No. 1 increases the total compensation of the professional services agreement with Pacific Rim Laboratory Inc. The original total compensation was \$45,000. Due to an increased scope, the budget will be increased by \$100,000, for a total revised compensation of \$145,000. Source of funds for this PSA will be 401 – Water & Sewer Utility Fund.

Project summary statement:

Public Works currently receives environmental analytical testing services from Pacific Rim Laboratory for analysis PBDE and PFAS, and other laboratory parameters, in accordance with EPA recognized test methods for drinking water, wastewater, and solids samples to meet current NPDES permit requirements.

The initial PSA was established using projected sampling requirements for the plant over a five-year period and did not include additional sampling demands from other City workgroups. Increased sampling related to IPT and various special projects has resulted in expenditures exceeding the original budget allocation. Amendment No. 1 increases the total compensation to accommodate the expanded sampling needs.

Recommendation (exact action requested of Council):

Authorize the Mayor to sign the Amendment No. 1 to the 2025 Professional Services Agreement with Pacific Rim Laboratories Inc for environmental analytical testing services.

Initialed by:*JM FOR RLS*

Department head

Administration

Council President



**AMENDMENT NO. 1
PROFESSIONAL SERVICES AGREEMENT**

This Amendment to Professional Services Agreement ("***Amendment***") is effective as of the date of last signature below, and is between the City of Everett, a Washington municipal corporation (the "***City***"), and the Service Provider identified below ("***Service Provider***"). The City and Service Provider are parties to the Professional Services Agreement described below, as may have been previously amended ("***Agreement***"). In consideration of the covenants, terms and conditions set forth below, and for good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the City and Service Provider agree to amend the Agreement as set forth below:

Service Provider	Pacific Rim Laboratories Inc.
City Project Manager	Scott Ford
	sford@everettwa.gov
Original Agreement Date	3/14/2025

AMENDMENTS		
New Completion Date	If this Amendment changes the Completion Date, enter the new Completion Date: <i>Enter new Completion Date, if any</i> If no new date is entered, this Amendment does not change the Completion Date.	
New Maximum Compensation Amount	If this Amendment changes compensation, complete the following table. If the table is not completed, this Amendment does not change compensation.	
	Maximum Compensation Amount Prior to this Amendment	\$100,000
	Compensation Added (or Subtracted) by this Amendment	\$100,000
	Maximum Compensation Amount After this Amendment	\$145,000

Changes to Scope of Work	Scope of Work is not changed by this Amendment Leaving selection as "Click for Dropdown Menu" means no change to Scope of Work.
Other Provisions	Enter other changes to the Agreement, if any.
Standard Amendment Provisions	Regardless of the date(s) on which this Amendment is signed by the parties, and regardless of any Agreement completion date(s) that may have been in the Agreement prior to this Amendment, the parties agree that the Agreement is deemed continuously in effect since the Original Agreement Date.
	This Amendment may be signed in counterparts, each of which shall be deemed an original, and all of which, taken together, shall be deemed one and the same document. AdobeSign signatures are fully binding. Any ink, electronic, faxed, scanned, photocopied, or similarly reproduced signature on this Amendment will be deemed an original signature and will be fully enforceable as an original signature.
	All provisions in the Agreement shall remain in effect except as expressly modified by this Amendment. From and after the effective date of this Amendment, all references to the Agreement in the Agreement are deemed references to the Agreement as modified by this Amendment.

SIGNATURES ON FOLLOWING PAGE

IN WITNESS WHEREOF, the City and Service Provider have executed this Amendment.

**CITY OF EVERETT
WASHINGTON**

PACIFIC RIM LABORATORIES INC.

Cassie Franklin, Mayor

Signature: _____

Name of Signer: David Hope

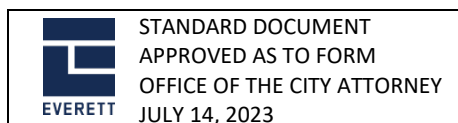
Signer's Email Address: dave@pacificrimlabs.com

Title of Signer: CEO

Date

ATTEST

Office of the City Clerk



Project title: An Ordinance creating a special improvement project entitled “North Broadway Pedestrian Bridge” Fund 303, Program 133, to accumulate all costs for the improvement and repealing Ordinance No. 4113-25.

Council Bill #

CB 2603-18

Agenda dates requested:

Briefing
 1st Reading 04/01/26
 Proposed action 04/08/26
 Consent
 Action 04/15/26
 Ordinance X
 Public hearing
 Yes X No

Budget amendment:

Yes X No

PowerPoint presentation:

Yes X No

Attachments:

Proposed Ordinance

Department(s) involved:

Public Works, Admin

Contact person:

Tom Hood

Phone number:

(425) 257-8809

Email:

thood@everettwa.gov

Initialed by:

RLS

Department head

Administration

Council President

Project: North Broadway Pedestrian Bridge

Partner/Supplier: WA State Department of Transportation (WSDOT)

Location: North Broadway north of 10th street

Preceding action: [Ordinance No. 4113-25, approved on 9/24/25](#)

Fund: Fund 303 – Public Works Improvement Projects

Fiscal summary statement:

The City was awarded a Move Ahead Washington (MAWA) grant, supported through the Washington’s Climate Commitment Act, totaling \$12,900,000. Proceeds from the grant become available at each biennium. This \$12,900,000 grant fully funds design and partially funds construction of the project.

Ordinance No. 4113-25 authorized an appropriation of \$2,500,050 of available proceeds for the design phase of the project. An additional \$2,399,950 in grant proceeds has since become available. This new ordinance is necessary to program the additional awarded funds.

This Ordinance will repeal Ordinance 4113-25, and authorizes the following appropriations to be programmed:

Design Phase (previously programmed)	\$ 2,500,050
Design & Construction Phase (newly programmed)	<u>2,399,950</u>
Total Programmed	\$ 4,900,000

The funding source for this project will be as follows:

MAWA Grant	<u>\$ 4,900,000</u>
Total Funds	\$ 4,900,000

The department will bring a subsequent ordinance that will include additional funding for Council consideration when the remainder of the grant becomes available.

Project summary statement:

The City is partnering with Everett Community College (EvCC), and serving as the Certification Acceptance (CA) agency for the project.

This project will build a pedestrian bridge over North Broadway that will connect EvCC and Washington State University Everett (WSU Everett). This bridge will enhance safety by decreasing the number of pedestrians crossing North Broadway and allow for crossings to occur without interacting with traffic, serving as a critical link between campus facilities.

Recommendation (exact action requested of Council):

Adopt an Ordinance creating a Special Improvement Project entitled “North Broadway Pedestrian Bridge” Fund 303, Program 133, to accumulate all costs for the improvement and repealing Ordinance No. 4113-25.



ORDINANCE NO. _____

An ORDINANCE creating a special improvement project entitled “North Broadway Pedestrian Bridge” Fund 303, Program 133, to accumulate all costs for the improvement and repealing Ordinance No. 4113-25.

WHEREAS,

- A.** The City of Everett is committed to a comprehensive bridge construction, maintenance, and safety program.
- B.** The City of Everett has identified the need and obtained funds to construct a bridge at North Broadway, connecting Everett Community College and Washington State University - Everett.

NOW, THEREFORE, THE CITY OF EVERETT DOES ORDAIN:

Section 1. A special improvement project is hereby established as Fund 303, Program 133, entitled “North Broadway Pedestrian Bridge” to accumulate all costs for the improvement. Authorization is hereby given to accumulate costs and distribute payments for the improvement project.

Section 2. Authorization is hereby granted for the “Public Works Director” or “City Engineer” under direction of the Mayor, to assume full and complete responsibility for conducting all tasks and doing all things to accomplish the actions authorized in this ordinance.

Section 3. The sum of \$4,900,000 is hereby appropriated to Fund 303, Program 133, “North Broadway Pedestrian Bridge” as follows:

A.	Design & Partial Construction Costs	\$4,900,000
B.	Source of Funds	
	Move Ahead Washington Grant	<u>4,900,000</u>
	Total Funds	\$4,900,000

Section 4. The City Clerk and the codifiers of this Ordinance are authorized to make necessary corrections to this Ordinance including, but not limited to, the correction of scrivener’s/clerical errors, references, ordinance numbering, section/subsection numbers, and any internal references.

Section 5. The City Council hereby declares that should any section, paragraph, sentence, clause, or phrase of this ordinance be declared invalid for any reason, it is the intent of the City Council that it would have passed all portions of this ordinance independent of the elimination of any such portion as may be declared invalid.

Section 6. The enactment of this Ordinance shall not affect any case, proceeding, appeal or other matter currently pending in any court or in any way modify any right or liability, civil or criminal, which may be in existence on the effective date of this Ordinance.

Section 7. It is expressly the purpose of this Ordinance to provide for and promote the health, safety, and welfare of the general public and not to create or otherwise establish or designate any particular class or group of persons who will or should be especially protected or benefited by the terms of this Ordinance. It is the specific intent of this Ordinance that no provision or any term used in this Ordinance is intended to impose any duty whatsoever upon the City or any of its officers or employees. Nothing contained in this Ordinance is intended nor shall be construed to create or form the basis of any liability on the part of the City, or its officers, employees, or agents, for any injury or damage resulting from any action or inaction on the part of the City related in any manner to the enforcement of this Ordinance by its officers, employees, or agents.

Cassie Franklin, Mayor

ATTEST:

Marista Jorve, City Clerk

PASSED: _____

VALID: _____

PUBLISHED: _____

EFFECTIVE DATE: _____



City Council Agenda Item Cover Sheet

Project title: Critical Area Regulations Periodic Update

Council Bill # *interoffice use*

CB 2603-19

Agenda dates requested:

Briefing 4/01/26

Proposed action 4/08/26

Public Hearing &
Action 4/15/26

Ordinance: Yes

Budget amendment:

Yes ☒ No ☐

PowerPoint presentation:

X Yes ☒ No ☐

Attachments:

Proposed Ordinance

Staff Memo

Department(s) involved:

Planning

Contact person:

Yorik Stevens-Wajda

Phone number:

425-257-8725

Email:

ystevens@everettwa.gov

Initialed by:

YSW

Department head

Administration

Council President

Project: Critical Area Regulations Periodic Update

Partner/Supplier: NA

Location: Citywide

Preceding action: NA

Fund: NA

Fiscal summary statement:

None

Project summary statement:

The city is updating its critical area regulations, primarily contained in Chapter [19.37](#) EMC, consistent with state law requirements (RCW [36.70A](#)). The planning commission recommends approval of the code amendments included in the proposed ordinance attached to this memo.

See attached staff memorandum for more information.

Recommendation (exact action requested of Council):

Adopt the attached Ordinance enacting updated critical areas regulations.

ORDINANCE NO. _____

**An ORDINANCE Adopting Periodic Update to the City of Everett's Critical Area Regulations,
AMENDING EMC Chapters 19.04 and 19.37.**

WHEREAS,

- A.** The City of Everett is updating its critical area regulations under Chapter 36.70A of the Revised Code of Washington and Chapter 365-190 of the Washington Administrative Code; and
- B.** The amendments contained in this resolution maintain consistency with the Growth Management Act and are consistent with its planning goals; and
- C.** The amendments contained in this resolution are consistent with and supportive of goals, policies, and implementation strategies in the Everett Comprehensive Plan, including:
 - 1. Policy UF-41 Protect and connect the area's network of habitat areas and wildlife corridors, streams, parks, and tree canopy.
 - 2. Policy UF-46 Designate, classify, and regulate protection of the following types of critical areas, consistent with state law and state agency rules: fish and wildlife habitat conservation areas, wetlands, frequently flooded areas, and geologically hazardous areas.
 - 3. Policy UF-47 Incorporate Everett's environmental assets as important resources and components of the City's infrastructure systems. Utilize the multiple benefits of the City's ecosystem services, including economic impacts, pollutant reduction potential, carbon sequestration and the reduction of stormwater runoff.
 - 4. Policy UF-48 Ensure that the city achieves no-net-loss of ecological functions over time and strive for net ecological gain.
 - 5. Policy UF-49 Preserve, enhance, and connect a network of habitat areas and corridors, creeks, shorelines, parks, and tree canopies. Where possible, provide for public access in critical areas and their buffers when these activities provide valuable educational or recreational opportunity and can be designed in a manner that results in no net loss of functions and values.
 - 6. Policy UF-50 Use the best available science for managing critical areas and natural resources and allow for updates to code as new information becomes available.

- D.** The Planning Commission reviewed the amendments contained in this resolution, including holding briefings on September 16, 2025, October 7, 2025, November 4, 2025, November 18, 2025, January 6, 2026, and February 17, 2026, and public hearings on November 18, 2025, and February 17, 2026; and
- E.** The Planning Commission considered the factors in EMC 15.03.300(C) in reviewing the proposed development regulation text amendments in this ordinance; and
- F.** The Planning Commission recommends, via Planning Commission Resolution 25-03, approval of the amendments contained in this ordinance, finding that the proposed amendments are consistent with the Everett comprehensive plan, bear a substantial relation to public health, safety and welfare, and promote the best long-term interests of the Everett community.
- G.** After the Planning Commission completed its work, city staff amended the proposal, at EMC 19.37.530, to reduce the maximum invasive species coverage in a vegetated buffer from 20% to 10%; and
- H.** The city's responsible official issued a Determination of Non-Significance under the State Environmental Policy Act on March 23, 2026; and
- I.** Notice of the proposed development regulation amendments was sent to the Washington State Department of Commerce on November 3, 2025, and a letter of receipt was provided the next day; and
- J.** Notice of updates to the proposal was sent to the Washington State Department of Commerce on March 20, 2026, and a letter of receipt was provided the same day; and
- K.** The amended development regulations contained in this ordinance maintain consistency with the GMA and are consistent with the GMA planning goals; and
- L.** The amended development regulations contained in this ordinance are consistent with and supportive of the Everett Comprehensive Plan; and
- M.** The development regulations amendments contained in this ordinance were prepared following the procedural requirements in RCW 36.70A and WAC 365-196; and
- N.** The development regulations amendments contained in this ordinance were prepared following the procedural requirements in EMC 15.02.095; and
- O.** The City Council considered the factors in EMC 15.03.300 in reviewing the proposed development regulations amendment in this ordinance and based approval, in part, on the following findings:
 - 1. The proposed development regulation amendments are consistent with the Everett comprehensive plan;
 - 2. The proposed development regulation amendments bear a substantial relation to public health, safety or welfare;

3. The proposed development regulation amendments promote the best long-term interests of the Everett community

P. On _____, the Everett City Council held a public hearing, after proper notice, and considered public comment and the entire record related to the amendments contained in this ordinance.

NOW, THEREFORE, THE CITY OF EVERETT DOES ORDAIN:

Section 1. EMC 19.04.110 is hereby amended as follows, with strikeout text deleted and underlined text added.

19.04.110, CRITICAL AREAS DEFINITIONS

This section defines specific terms to be applied where used in Chapter 19.37 EMC.

“Agricultural activities, existing and ongoing” means those activities conducted on lands defined in RCW 84-34-020(2), and those activities involved in the production of crops and livestock, including but not limited to operation, maintenance and conservation measures of farm and stock ponds or drainage ditches, irrigation systems, changes between agricultural activities, and normal operation, maintenance or repair of existing serviceable structures, facilities or improved areas. Activities that bring an area into agricultural use are not part of an ongoing activity. An operation ceases to be ongoing when the area in which it was conducted is proposed for conversion to a nonagricultural use or has lain idle for a period of longer than five years, unless the idle land is registered in a federal or state soils conservation program.

“Alteration” means any human-induced action which impacts the existing condition of a critical area. Alterations include but are not limited to grading; filling; dredging; draining; channelizing; cutting, pruning, limbing or topping, clearing, relocating or removing vegetation; applying herbicides or pesticides or any hazardous or toxic substance; discharging pollutants; grazing domestic animals; paving, construction, application of gravel; modifying for surface water management purposes; compaction; excavation or any other human activity that impacts the existing vegetation, hydrology, wildlife or wildlife habitat of the critical area or its buffer. Alteration does not include walking, passive recreation, fishing or other similar activities.

“Best available science” means current scientific information used in the process to designate, protect, or restore critical areas, that is derived from a valid scientific process as defined by WAC 365-195-900 through 365-195-925.

“Best Management Practices (BMPs)” are conservation practices or systems of practices and management measures that:

- a) Control soil loss and reduce water quality degradation caused by high concentrations of nutrients, animal waste, toxics, or sediment;
- b) Minimize adverse impacts to surface water and ground water flow and circulation patterns and to the chemical, physical, and biological characteristics of wetlands;
- c) Protect trees, vegetation, and soils designated to be retained during and following site construction and use native plant species appropriate to the site for re-vegetation of disturbed areas; and
- d) Provide standards for proper use of chemical herbicides within critical areas.

“Biological assessment” is an evaluation of the potential effects of a proposed action on listed and proposed species and designated and proposed critical habitat and determination whether any such species or habitat is likely to be adversely affected by the action.

“Biologist” means a person who has earned a degree in biological sciences from a college or university, with practical experience that includes at least two years’ expertise in matters involving wetlands biology or stream ecology in the Pacific Northwest.

“Bog” See *Wetlands with special characteristics*

“Buffer” or “Buffer area” means those areas, typically vegetated, adjacent to wetlands or other aquatic resources that can reduce impacts from adjacent land uses through various physical, chemical, and/or biological processes.

“Buffer management” means an activity proposed by a public agency, public utility, or private entity, and approved by the planning director, within a buffer required by this title, that is proposed to:

- A. Reduce or eliminate a verified public safety hazard;
- B. Maintain or enhance wildlife habitat diversity; or
- C. Maintain or enhance the fishery or other functions of stream, wetland, or terrestrial ecosystems.

“Carbon sequestration” means the process of capturing and storing atmospheric carbon dioxide through biologic, chemical, geologic, or physical processes.

“Compensatory mitigation” means the restoration (re-establishment or rehabilitation), establishment(creation), enhancement and/or in certain circumstances preservation of wetlands, streams, or critical areas for the purposes of offsetting unavoidable adverse impacts that remain after all appropriate and practicable avoidance and minimization has been achieved.

“Compensatory mitigation, in-kind” means the replacement of wetlands with substitute wetlands whose characteristics closely approximate those destroyed or degraded by a regulated activity.

“Compensatory mitigation, off-site” means the replacement of wetlands away from the site on which a critical area has been impacted.

“Compensatory mitigation, on-site” means the replacement of wetlands on or adjacent to the site on which a critical area has been impacted by a regulated activity.

“Compensatory mitigation, out-of-kind” means the replacement of wetlands with substitute wetlands whose characteristics do not closely approximate those destroyed or degraded by a regulated activity.

“Cowardin classification” means the classification system for wetlands developed in 1979 by the U.S. Fish and Wildlife Service and updated in 2013 that classifies wetlands based on water flow, substrate types, vegetation types, and dominant plant species.

“Creation” in the context of wetland mitigation means the manipulation of the physical, chemical, or biological characteristics present to develop a wetland that did not previously exist at an upland site. Creation results in a gain in wetland area and functions. A typical action is the excavation of upland soils to elevations that will produce a wetland hydroperiod and hydric soils, and support the growth of hydrophytic plant species.

“Credit-Debit Method” means a tool to provide applicants and regulators a way to determine whether actions taken to mitigate an impact to wetlands will adequately replace the functions and values lost. It is based on the Washington State Wetland Rating System.

“Critical area” means geologically hazardous areas, wetlands, lakes, ponds, streams, frequently flooded (flood hazard) areas, fish and wildlife habitat conservation areas, and critical aquifer recharge areas, as defined in Chapter 36.70A RCW and this title.

“Critical area protective covenant” means a covenant granted for the protection of a critical area and its buffer through the maintenance of the natural environment. The covenant prohibits alteration of the area unless approved by the city consistent with this Title and must be duly recorded on appropriate documents of title and filed with the Snohomish County auditor.

“Critical area tract” means a legally created, nonbuilding lot containing a critical area which is subject to a critical area protective covenant and which shall be duly recorded on the appropriate documents of title and filed with the Snohomish County auditor.

“Critical aquifer recharge areas” means those areas with a critical recharging effect on aquifers used for potable water, including areas where an aquifer that is a source of drinking water is vulnerable to contamination that would affect the potability of the water, or is susceptible to reduced recharge.

“Critical habitat” means the term defined and used in the Endangered Species Act. It is specific geographic areas that contain features essential to the conservation of an endangered or threatened species and may require special management and protection. Critical habitat may also include areas that are not currently occupied by the species but are needed for its recovery.

“Culvert” means a water crossing structure that spans through a water course.

“Cumulative impacts” means the combined, incremental effects of human activity on critical area functions and values. Cumulative impacts result when the effects of an action are added to or interact with the effects of other actions in a particular place and within a particular time. It is the combination of these effects, and any resulting environmental degradation that should be the focus of cumulative impact analysis and changes to policies and permitting decisions.

“Development” means a land use consisting of the construction or exterior alteration of structures; grading, dredging, drilling, or dumping; filling; removal of sand, gravel, or minerals; bulkheading; driving of pilings; or any project of a temporary or permanent nature that modifies

structures, land, wetlands, buffers, or shorelines and that does not fall within the allowable exemptions or exceptions contained in the City of Everett Municipal Code..

"Ecosystem functions" are the products, physical and biological conditions, and environmental qualities of an ecosystem that result from interactions among ecosystem processes and ecosystem structures. Ecosystem functions include, but are not limited to, sequestered carbon, attenuated peak streamflows, aquifer water level, reduced pollutant concentrations in surface and ground waters, cool summer in-stream water temperatures, and fish and wildlife habitats.

"Ecosystem values" are the cultural, social, economic, and ecological benefits attributed to ecosystem functions.

"Emergencies" mean those activities necessary to prevent an immediate threat to public health, safety, or welfare, or that pose an immediate risk of damage to private property and that require remedial or preventive action in a timeframe too short to allow for compliance with the requirements of the critical areas regulations.

"Enhancement" means the manipulation of the physical, chemical, or biological characteristics of a wetland, stream, or buffer to heighten, intensify, or improve specific functions. Enhancement results in the gain of selected functions but may also lead to a decline in other functions. Enhancement does not result in a gain in wetland or buffer.

"Erosion hazard areas" means those areas of the city with slopes of twenty-five percent and greater in Qva and Qal geologic units; exposed slopes of greater than twenty-five percent in other geologic units; and drainage areas which receive stormwater discharge. Erosion hazard areas include areas likely to become unstable, such as bluffs, steep slopes, and areas with unconsolidated soils.

"Establishment" See *Creation*

"Fish habitat" or "habitat that supports fish life" means habitat, which is used by fish life at any life stage at any time of the year including potential habitat likely to be used by fish life, which could reasonably be recovered by restoration or management and includes off-channel habitat.

"Fish and wildlife habitat conservation areas" means an area of habitat that is necessary and suitable for maintaining individual species, species diversity, or biological diversity. Fish and wildlife habitat conservation areas include:

- A. Areas where endangered, threatened, and sensitive species have a primary association;
- B. Habitats and species of local importance, as determined locally;
- C. Commercial and recreational shellfish areas;
- D. Kelp and eelgrass beds; herring, smelt, and other forage fish spawning areas;

E. Naturally occurring ponds under 20 acres and their submerged aquatic beds that provide fish or wildlife habitat;

F. Waters of the state, as defined in RCW 90.48.020;

G. Lakes, ponds, streams, and rivers planted with game fish by a governmental or tribal entity; and

H. State natural area preserves, natural resource conservation areas, and state wildlife areas

I. Significant biological areas listed by the city

Fish and wildlife habitat conservation areas do not include irrigation delivery systems, irrigation infrastructure, irrigation canals or drainage ditches within the boundaries or maintained by a port or irrigation district or company.

“Frequently flooded areas” means those lands in the floodplain which have at least a one percent or greater chance of flooding in any given year, or are within areas that flood due to high groundwater. These areas can include: streams, rivers, lakes, coastal areas, wetlands, and areas where high groundwater forms ponds on the ground surface. “Functions and values”. See “Ecosystem Functions” and “Ecosystem Values” “Geologically hazardous areas” means areas susceptible to erosion, landslide, seismically induced soil failure, or other geological events as defined in Chapter 36.70A RCW and this chapter that are not suited to the siting of commercial, residential, or industrial development consistent with public health or safety concerns.

“Geologist” means a person who is licensed in the state of Washington under the provisions of Chapter 18.220 RCW and Chapter 308-15 WAC, and who has at least one year of practical experience in the Pacific Northwest.

“Habitat assessment” means a written report based on a site investigation process to evaluate the potential presence or absence of a regulated fish or wildlife species or habitat potentially affected by a development proposal, and containing an assessment of the potential impacts of the proposal on any regulated species or habitat subject to these regulations.

“Habitat management plan” means an activity proposed by a public agency or private entity, and approved by the planning director, within an area which may impact a fish and wildlife habitat conservation area to preserve, protect or enhance the fish and wildlife habitat conservation area.

“Habitats and species of local importance” means those significant biological areas identified by the City; and priority habitats and species identified by the Washington State Department of Fish and Wildlife; and high quality ecological communities and systems and rare plants listed by the Washington State Department of Natural Resources.

“Hazard tree” means any tree that poses a threat to public safety, or poses an imminent risk of damage to private property. “Hazard tree” includes any tree that, under normal environmental conditions or in windstorms common to the Pacific Northwest, is likely to cause damage to a structure with frequent human use, including residential structures, a place of employment or

public assembly, and other similar places, or damage to an approved public road or utility facility.

“Hydric soil” means a soil that is saturated, flooded or ponded long enough during the growing season to develop anaerobic conditions in the upper part. The presence of hydric soil shall be determined following the methods described in the Federal Manual for Identifying and Delineating Jurisdictional Wetlands.

“In-lieu fee (ILF) program” means an agreement between a regulatory agency (state, federal, or local) and a single sponsor, generally a public natural resource agency or non-profit organization. Under an in-lieu-fee agreement, the sponsor collects funds from individuals and/or entities required to conduct compensatory mitigation under a wetland regulatory program. The sponsor uses the funds pooled from multiple permittees to create one or more mitigation sites under the authority of the agreement to satisfy the permittees’ required mitigation.

“Lake” means a natural or artificially created permanent body of water with an average depth of six feet or greater and an area larger than twenty acres, as measured at the ordinary high water mark.

“Landslide” means episodic downslope movement of a mass of soil or rock that includes but is not limited to rock falls, slumps, mudflows, earth flows, and avalanches.

“Landslide hazard areas” means those areas of the city subject to a risk of landslide based on a combination of geologic, topographic, and hydrologic factors. They include any areas susceptible to landslide because of any combination of bedrock, soil, slope (gradient), slope aspect, structure, hydrology, or other factors.

“Low impact development (LID)” means a stormwater and land-use management strategy that tries to mimic natural hydrologic conditions by emphasizing the following techniques: conservation, use of on-site natural features, site planning, and distributed stormwater best management practices (BMPs) integrated into a project design.

“Mitigation sequence” means a prescribed order of steps taken to reduce the impacts of activities on wetlands, fish and wildlife habitat conservation areas, and buffers. As defined in WAC 197-11-768, mitigation means:

- A. Avoiding the impact altogether by not taking a certain action or parts of an action;
- B. Minimizing impacts by limiting the degree or magnitude of the action and its implementation, by using appropriate technology, or by taking affirmative steps to avoid or reduce impacts;
- C. Rectifying the impact by repairing, rehabilitating or restoring the affected environment;
- D. Reducing or eliminating the impact over time by preservation or maintenance operations during the life of the action;

E. Compensating for the impact by replacing, enhancing, or providing substitute resources or environments; and/or;

F. Monitoring the impact and taking remedial action when necessary.

“Monitoring” means the collection and analysis of data by various methods for the purposes of understanding and documenting changes in natural systems and features, and including gathering baseline data, evaluating the impacts of development proposals on the biological, hydrologic and geologic elements of such systems, and assessing the performance of required mitigation measures.

“Native vegetation” means vegetation on a site or plant species which are indigenous to the area in question; or if the site has been cleared, species of a size and type that were on the site on the effective date of this title or reasonably could have been expected to have been found on the site at the time it was cleared.

“Non-federally regulated wetland” means a wetland that is not jurisdictional under the federal Clean Water Act. Sometimes referred to as “isolated wetlands,” these wetlands remain regulated under state and local laws and rules, whether or not they are protected by federal law.

“Normal rainfall” means that rainfall that is at or above the mean of the accumulated rainfall record, based upon the water year, for the city as recorded at the Seattle Tacoma International Airport, or other local rainfall recording station recognized by the city.

“Ordinary high water mark” means the mark that will be found by examining the channel bed and banks of a stream, lake or pond and ascertaining where the presence and action of waters are so common and usual, and so long maintained in all years of normal rainfall, as to mark upon the soil a character distinct from that of the abutting upland in respect to vegetation. In any area where the ordinary high water mark cannot be found, the ordinary high water mark adjoining salt water shall be the line of mean higher high tide and the ordinary high water mark adjoining fresh water shall be the line of mean high water. In braided channels and alluvial fans, the ordinary high water mark or substitute shall be measured so as to include the entire stream feature.

“Plant associations of infrequent occurrence” means one or more plant species on a landform type which, because of the rarity of the habitat or the species involved or both, or for other botanical or environmental reasons, do not occur frequently in Everett or Snohomish County.

“Pond” means an area permanently inundated by water in excess of six feet deep and less than twenty acres and larger than two thousand five hundred square feet in area as measured at the ordinary high water mark.

“Preservation” means the removal of a threat to, or preventing the decline of, wetland conditions by an action in or near a wetland. This term includes activities commonly associated with the protection and maintenance of wetlands through the implementation of appropriate legal and physical mechanisms (such as recording conservation easements and providing structural protection like fences and signs). Preservation does not result in a gain of wetland area and functions (but may result in a gain in functions over the long term).

“Priority area” means known limiting habitats (e.g., breeding areas) or areas that support a relatively high number of individuals (e.g., regular concentrations) identified in WDFW’s Priority Habitats and Species List.

“Priority habitats” mean, as defined by WDFW, habitat types or elements with unique or significant value to a diverse assemblage of species. A priority habitat may consist of a unique vegetation type (e.g., shrub-steppe) or dominant plant species (e.g., juniper savannah), a described successional stage (e.g., old-growth forest), or a specific habitat feature (e.g., cliffs).

“Priority species” mean, as defined by WDFW, State Endangered, Threatened, Sensitive, and Candidate species; animal aggregations (e.g., heron colonies, bat colonies) considered vulnerable; and species of recreational, commercial, or tribal importance that are vulnerable.

“Project area” means all areas proposed to be disturbed, altered, or used by the proposed activity or the construction of any proposed structures. When the action binds the land, such as a subdivision, short subdivision, binding site plan, planned unit development, or rezone, the project area shall include the entire parcel, at a minimum.

“Protected area” means those lands that lie within the outermost boundary of the total area comprised by the floodway, the riparian habitat zone (as defined by FEMA’s 2013 Model Ordinance for Puget Sound) and the channel migration zone.

“Qualified professional” means ~~a certified professional scientist, a noncertified professional scientist with a minimum of five years of experience, or a professional who demonstrates sufficient expertise to the satisfaction of the planning director.~~ a person with experience and training in the applicable field who possesses a Bachelor of Science or Bachelor of Arts or equivalent degree in biology, engineering, fisheries, ecology, resource management, or related field, and who has at least two additional years of full-time, related work experience. A qualified professional for wetland delineations will also have completed additional wetland-specific training programs and/or have professional certificates or certifications. A qualified professional for geologic assessments or reports means an engineer or geologist licensed in the state of Washington, including: a licensed geologist, a licensed engineering geologist, or a licensed professional engineer with a certification in geotechnical engineering or at minimum of five years of experience evaluating geologically hazardous areas.

“Re-establishment” means the manipulation of the physical, chemical, or biological characteristics of a site with the goal of returning natural/historic functions and environmental processes to a former wetland. Re-establishment results in rebuilding a former wetland and results in a gain in wetland area and functions.

“Rehabilitation” means the manipulation of the physical, chemical, or biological characteristics of a site with the goal of repairing natural/historic functions and environmental processes to a degraded wetland. Rehabilitation results in a gain in wetland function, but does not result in a gain in wetland acres.

“Reasonable use” or “reasonable economic use” means a legal concept that has been articulated by federal and state courts in regulatory takings cases.

“Repair or maintenance” means an activity that restores the character, scope, size, and design of a serviceable area, structure, or land use to its previously authorized and undamaged condition. Activities that change the character, size, or scope of a project beyond the original design and drain, dredge, fill, flood, or otherwise alter critical areas are not included in this definition.

“Restoration” means measures taken to restore an altered or damaged natural feature, including:

- (a) Active steps taken to restore damaged wetlands, streams, protected habitat, or their buffers to the functioning condition that existed prior to an unauthorized alteration; and
- (b) Actions performed to re-establish structural and functional characteristics of a critical area that have been lost by alteration, past management activities, or catastrophic events.

“Riparian corridor” means a perennial, intermittent, ephemeral stream or swale including its channel bottom, lower and upper banks, and area beyond the top of the upper bank which influences the stream through shading and organic matter input, and is influenced by the presence of water, particularly in regard to plant composition. The riparian corridor is the transitional area between aquatic and upland ecosystems and does not necessarily include the entire floodplain of a stream.

“Salmonid” means a member of the fish family Salmonidae. In the city these include Chinook, coho, chum, sockeye and pink salmon; cutthroat, brook, brown, rainbow and steelhead trout; and Dolly Varden, kokanee and char.

“Seismic hazard areas” means those areas of the city subject to severe risk of damage as a result of earthquake induced ground shaking, slope failure, settlement or subsidence, soil liquefaction, surface faulting, debris flows, lahars, or tsunamis. Settlement and soil liquefaction conditions occur in areas underlain by cohesionless soils of low density, typically in association with a shallow groundwater table.

“Service area” means The geographic area within which impacts can be mitigated at a specific mitigation bank or an in-lieu fee program, as designated in its instrument.

“Significant biological areas” means the following areas of the city:

- A. Plant associations of infrequent occurrence;
- B. Those areas listed in the 1981 SEPA Resource Inventory as significant biological areas, which are:
 - 1. Maulsby Swamp;
 - 2. Kasch Park (Bomarc) Bog;
 - 3. Simpson Lee site Category I wetlands;

4. Narbeck Swamp;

5. Jetty Island.

“Species, listed” means any species listed under the federal Endangered Species Act or state endangered, threatened, and sensitive, or priority lists (see WAC 220-610-110 or current “Priority Habitat and Species List,” Washington Department of Fish and Wildlife).

“Steep slopes” means any ground that rises ten feet or more for every twenty-five feet of horizontal distance, thus having a grade of forty percent or steeper. A slope is delineated by establishing its toe and top:

1. “Toe” of a steep slope is the lowermost limit of the area where the ground surface rises ten feet or more vertically within a horizontal distance of twenty-five feet.
2. “Top” of a steep slope is a distinct, sharp break in slope which separates slopes inclined at less than forty percent from slopes equal to or greater than forty percent. Where no distinct break in slope exists, the top of the steep slope shall be the uppermost limit of the area where the ground surface drops ten feet or more vertically within a horizontal distance of twenty-five feet.

“Stream” means those areas where naturally occurring surface waters flow sufficiently to produce a defined channel or bed which demonstrates evidence of the passage of water including, but not limited to, bedrock channels, gravel beds, sand and silt beds and defined-channel swales. A “defined channel or bed” means a watercourse that is scoured by water or contains deposits of mineral alluvium. The channel or bed need not contain water during the entire year. Streams do not include watercourses which were created entirely by artificial means, such as irrigation ditches, canals, roadside ditches or storm or surface water run-off features, unless the artificially created watercourse contains salmonids or conveys a stream that was naturally occurring prior to the construction of the artificially created watercourse.

“Stream channel bottom” means the submerged portion of the stream cross-section which is totally an aquatic environment. The channel bottom may be seasonally dry.

“Stream, Type F” means those streams defined in WAC 122-16-030, Water Typing System, as Type F water.

“Stream, Type Np” means those streams defined in WAC 122-16-030, Water Typing System, as Type Np water.

“Stream, Type Ns” means those streams defined in WAC 122-16-030, Water Typing System, as Type Ns water.

“Stream, Type S” means those streams defined in WAC 122-16-030, Water Typing System, as Type S water.

“Temporal loss” means the time lag between the loss of wetland functions caused by the permitted or unpermitted impacts and the replacement of wetland functions at the compensatory mitigation site the time lag between the loss of aquatic resource functions

caused by the permitted or unpermitted impacts and the replacement of aquatic resource functions at the compensatory mitigation site, as defined in the 2008 Federal Mitigation Rule. Higher compensation ratios may be required to compensate for temporal loss. When the compensatory mitigation project is initiated prior to, or concurrent with, the permitted impacts, the permitting agencies may determine that compensation for temporal loss is not necessary, unless the resource has a long development time.

“Thermal refugia” means sites within a landscape that are relatively protected from temperature extremes and warming trends.

“Unavoidable impacts” mean adverse impacts that remain after all appropriate and practicable avoidance and minimization has been achieved.

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“Unstable soils” means soils which by their physical nature are not suitable to support buildings, roads, utilities or other manmade development related improvements, or which have the potential for slope failure, erosion, or subsidence. Unstable soils include, but are not limited to, those areas defined as landslide hazard areas, erosion hazard areas, and seismic hazard areas, or other soils which have been determined by the public works director or the building official to be unsuitable for building foundations or structural support.

“Watershed approach” means an analytical process for making compensatory mitigation decisions that support the sustainability or improvement of wetlands in a watershed. It involves consideration of watershed needs, and how locations and types of compensatory mitigation projects address those needs. A landscape perspective is used to identify the types and locations of compensatory mitigation projects that will benefit the watershed and offset losses of wetland functions and services caused by authorized activities. The watershed approach may involve consideration of landscape scale, historic and potential wetland conditions, past and projected wetland impacts in the watershed, and terrestrial connections between wetlands when determining compensatory mitigation requirements.

“Wetland delineation” means the method used to establish the existence (location) and physical limits (size) of a wetland for purposes of federal, state, and local regulations.

“Wetland, estuarine” *See Wetlands with special characteristics* “Wetland mitigation bank” or “mitigation bank” means a site or suite of sites where resources are restored, created, enhanced, and/or preserved, for the purpose of providing compensatory mitigation for impacts. In general, a mitigation bank sells compensatory mitigation credits to permittees whose obligation to provide compensatory mitigation is then transferred to the mitigation bank sponsor. The operation and use of a mitigation bank are governed by a mitigation banking instrument.

“Wetland mosaic” means an area with a concentration of multiple small wetlands, in which each patch of wetland is less than one acre; patches are less than 100 feet from each other; and areas delineated as wetland are more than 50 percent of the total area of the entire mosaic, including uplands and open water.

“Wetland” or “Wetlands” means areas that are inundated or saturated by surface water or groundwater at a frequency and duration sufficient to support, and that under normal circumstances do support, a prevalence of vegetation typically adapted for life in saturated soil conditions. Wetlands generally include swamps, marshes, bogs, and similar areas. Wetlands do not include those artificial wetlands intentionally created from nonwetland sites, including, but not limited to, irrigation and drainage ditches, grass-lined swales, canals, detention facilities, wastewater treatment facilities, farm ponds, and landscape amenities, or those wetlands created after July 1, 1990, that were unintentionally created as a result of the construction of a road, street, or highway. Wetlands may include those artificial wetlands intentionally created from nonwetland areas created to mitigate conversion of wetlands.

“Wetlands, forested” See *Wetlands with special characteristics*.

“Wetlands, riparian” means those wetlands that generally occur within a riparian corridor that is contiguous to or has a surface hydrologic connection with a stream. Wetlands formed by hillside seeps that are not hydrologically affected by water in a nearby stream are not riparian wetlands. However, wetlands on a hillside may be riparian wetlands if adjacent to a stream that flows down the hillside.

“Wetlands with special characteristics” mean bogs, estuarine wetlands, forested wetlands, interdunal wetlands, wetlands in coastal lagoons, and Wetlands of High Conservation Value. Detailed information about these individual wetland types is found in the Washington State Wetland Rating System for Western Washington: 2014 Update, Version 2.0 (Ecology Publication #23-06-009), or as revised.

Section 2. Chapter 19.37 EMC, set forth in exhibit A attached hereto, is hereby repealed.

Section 3. Title 19 EMC is amended by the addition of the chapter 19.37 EMC as set forth in exhibit B, attached hereto:

Section 4. The city clerk and the codifiers of this ordinance are authorized to make necessary corrections to this ordinance including, but not limited to, the correction of scrivener’s/clerical errors, references and ordinance numbering.

Section 5. The city council hereby declares that should any section, paragraph, sentence, clause or phrase of this ordinance be declared invalid for any reason, it is the intent of the city council that it would have passed all portions of this ordinance independent of the elimination of any such portion as may be declared invalid.

Section 6. This ordinance shall take effect June 1, 2026.

Cassie Franklin, Mayor

ATTEST:

City Clerk

EXHIBIT A

CHAPTER 19.37 CRITICAL AREAS

19.37.010 USER GUIDE.

Many areas of Everett have been or may become designated, identified, inventoried, classified or rated as critical areas by the city or other public agencies. This chapter establishes regulations for development within or near all critical areas. If you are interested in developing property identified as containing or adjacent to steep slopes, lakes, streams, marine waters, wetlands, springs, erosion hazard areas, landslide hazard areas, seismic hazard areas, or other unstable soil conditions, you should read this chapter. This chapter contains more stringent requirements than other provisions within this title for affected properties. These regulations supersede any less restrictive requirements contained elsewhere in this title. No action may be undertaken by any person which results in any alteration of a critical area or its buffer unless such alteration complies with the requirements of this chapter. Alteration includes the terms “use” and “development” as defined in this title, and includes any modification of the natural environment of critical areas or their buffer including any clearing, grading, filling and/or excavation. Certain exceptions to the requirements of this chapter are listed in EMC 19.37.050.

19.37.020 PURPOSE.

Erosion, flood, landslide, and seismic hazard areas, streams, wetlands, protective buffers, and wildlife habitat areas constitute critical areas that are of special concern to the city. The purpose of this chapter is to designate, classify and protect the critical areas of the Everett community by establishing standards for development and use of properties which contain or adjoin critical areas and thus protect the public health, safety, and welfare by:

- A. Preserving, protecting, and restoring critical areas by regulating development within such areas and their buffers;
- B. Mitigating unavoidable adverse impacts by regulating alterations when protection cannot be required;
- C. Protecting the public from personal injury, loss of life or property damage due to flooding, erosion, landslides, seismic events, or soil subsidence;
- D. Avoiding publicly financed expenditures to correct misuses of critical areas, which may cause:
 - 1. Unnecessary maintenance and replacement of public facilities,
 - 2. Publicly funded mitigation of avoidable impacts,
 - 3. Public costs for emergency rescue and relief operations where the causes are avoidable, or
 - 4. Degradation of the natural environment;

- E. Protecting and enhancing unique, sensitive, and valuable elements of the environment, including fish and wildlife habitat;
- F. Alerting appraisers, assessors, owners, potential buyers or lessees to the presence of critical areas and the respective development limitations of such areas;
- G. Providing city officials with sufficient information, direction and authority to protect critical areas when evaluating public or private development proposals;
- H. Implementing the policies of the Growth Management Act, State Environmental Policy Act, Chapter 43.21C RCW, Chapter 19.43 EMC, the city's comprehensive plan, and all updates and amendments, functional plans and other land use policies formally adopted or accepted by the city; and
- I. Providing for the maintenance and enhancement of views, solar access, and/or elimination of future potential hazards or nuisances while protecting critical area functions and values.

19.37.030 APPLICABILITY.

- A. This chapter establishes regulations for the protection of critical areas and applies to all lands, all land uses and development activity, and all structures or facilities, whether or not a permit or authorization is required, and shall apply to every person, firm, partnership, corporation, group, government agency, or other entity that owns, leases or administers land within the city. No person, company, agency, or applicant shall alter a critical area or buffer except as consistent with the purposes and requirements of this chapter. For development proposals on properties within shoreline jurisdiction, the shoreline master program applies in addition to the regulations contained in this chapter. No alteration of a critical area may occur until the city has issued all approvals required by this chapter. By way of example and not limitation, no development permit may be issued; no subdivision of land may be approved; no clearing, filling, or grading may occur; nor may any use be established, altered, or expanded on any lot until approvals required by this chapter have been granted by the city.
- B. In addition to the requirements of this chapter, the applicant shall obtain all necessary state, federal and other local permits.

19.37.040 CRITICAL AREA FEATURES.

On all lots containing or within three hundred feet of critical areas, the following features and their buffers shall not be altered or developed except as otherwise permitted by this chapter:

- A. Areas of special flood hazard (if located in a designated floodplain, also see Chapter 19.30 EMC);
- B. Wetlands;
- C. The following geologically hazardous areas:
 - 1. Erosion hazard areas;
 - 2. Landslide hazard areas;
 - 3. Seismic (liquefaction) hazard areas;

D. Fish and wildlife habitat conservation areas, including streams/riparian areas, lakes, marine waters, habitats of primary association, continuous vegetative corridors linking watersheds, and significant biological areas as defined in this title;

E. Ground water discharge areas, such as springs and seeps.

19.37.050 EXEMPTIONS—EXCEPTIONS—MODIFICATIONS.

Certain activities are exempt from the requirements of this chapter, while other activities which are regulated by this chapter may be granted specific exceptions or an administrative modification. This section lists the activities which are exempt from the regulations of this chapter, the exceptions which may be granted to the requirements of this chapter, and the administrative modifications which can be granted to the requirements of this chapter.

All activities or developments which are exempted, excepted, or granted modifications shall use reasonable methods to avoid and minimize potential impacts to critical areas, including use of any applicable best management practices. Such activities or developments which are exempted, excepted, or granted modifications shall not be exempt from other laws or permit requirements which may be applicable.

A. *Exemptions.* The following are exemptions to the provisions of this chapter; however, the exemptions listed in this section may not be exempted from other state or federal regulations or permit requirements. Any incidental damage to, or alteration of, a critical area that is not a necessary outcome of the exempted activity shall be restored, rehabilitated, or replaced at the expense of the property owner.

1. Exempted Actions.

a. Emergencies that threaten the public health, safety and welfare, as verified by the city. Emergency actions that create an impact to a critical area or its buffer shall use reasonable methods to address the emergency; in addition, they must have the least possible impact to the critical area and/or its buffer.

b. Existing and ongoing agricultural activity occurring prior to and since January 3, 1990; provided, however, at such time as the property ceases to be used for agricultural activities and a development activity is proposed, the property shall be brought into compliance with the provisions of this chapter; and further provided, that existing ditches and drain tiles are not expanded in a manner that will drain wetlands in existence as of the date this chapter becomes effective. This exemption does not apply to filling or alteration of wetlands not in agricultural use as of January 3, 1990. The city encourages the use of best management practices or farm conservation plans to reduce impacts of agricultural practices on critical areas.

c. Normal and routine maintenance of legally constructed irrigation and drainage ditches; provided, that this exemption shall not apply to any ditches used by salmonids.

d. Normal and routine maintenance of agricultural ponds, livestock watering ponds and fish ponds; provided, that such activities shall not involve the conversion of any wetland or stream not used for such purposes prior to and since January 3, 1990.

Exhibit B

e. Entirely artificial structures or wetlands intentionally constructed by humans from upland areas for purposes of stormwater drainage or water quality control, or ornamental landscape ponds, which are not part of a mitigation plan required by this chapter.

f. The following water, sewer, storm drainage, electric, natural gas, cable communications, and telephone utility-related activities, and maintenance of public streets and public park facilities when the activity does not expand or encroach further into the critical area, does not significantly impact a fish or wildlife habitat conservation area, and when undertaken pursuant to best management practices to minimize impacts to critical areas and their buffers:

(1) Normal, routine, and emergency maintenance or repair of existing utility structures or rights-of-way, including vegetation management;

(2) Installation, construction, or modification in improved street rights-of-way and replacement, operation or alteration of the following facilities:

(A) Natural gas, cable communications, telephone facilities, water and sewer lines, pipes, mains, equipment or appurtenances;

(B) Electric facilities, lines, equipment or appurtenances, not including substations, with an associated voltage of fifty-five thousand volts or less;

(3) Normal and routine maintenance or repair of public streets, state highways, and public park facilities, including vegetation management. Maintenance and repair does not include any modification that changes the character, scope, or size of the original structure, facility, or improved area, nor does it include construction of a maintenance road or the dumping of maintenance debris.

g. Forest practices on city-owned watershed property located in remote areas not contiguous to the Everett corporate boundaries, undertaken in accordance with the requirements of the State Department of Natural Resources.

h. Minimal soil disturbance for site investigative work necessary for land use application submittals such as surveys, soil logs, percolation tests and other related activities. Disturbed areas shall be immediately restored.

i. Conservation measures intended to preserve soil, water, vegetation, fish and other wildlife and their associated habitat that do not involve adversely impacting functions of the critical area.

j. Routine maintenance of existing landscaping and fencing including removal of invasive vegetation, that does not involve grading, excavation or filling.

k. Modification to existing structures. Legally constructed structures and improvements in existence on January 13, 1990, that do not meet the buffer requirements of this chapter may be remodeled, reconstructed, expanded or replaced; provided, that the

new construction or related activity does not further alter or increase the impact to the critical area or buffer as a result of the proposed modification. For structures that are damaged or destroyed as a result of flood, fire or act of nature, restoration work shall be initiated by the applicant within one year of the date of damage or destruction, as evidenced by issuance of a valid building permit. The work authorized by such permit must be completed within the term of the permits issued by the city, which includes any written extensions. Expansions and additions shall not further encroach into a critical area or the portion of the required buffer between the critical area and existing improvements. Expansions within the critical area or buffer shall be limited to a maximum of one thousand square feet of impervious surface. To the extent feasible based on site-specific conditions, expansions shall result in no additional hydrologic impacts from stormwater runoff by using techniques such as low impact development. Remodeling, reconstruction, and expansions shall be subject to all other requirements of the zoning code.

B. *Exceptions.* All exceptions must be approved by the city through the review process listed in EMC Title 15 prior to the exception applying. The following are exceptions to the requirements of this chapter; however, the exceptions listed in this section still require compliance with the other requirements of this chapter, except as allowed by the exception. The exception may not be exempted from other state or federal regulations or permit requirements. Any incidental damage to, or alteration of, a critical area that is not a necessary outcome of the allowed development shall be restored, rehabilitated, or replaced at the expense of the property owner.

1. New accessory structures up to one hundred square feet, including storage buildings and garden sheds. Where structures, lawns and associated improvements have been legally established within a buffer area, new structures may be placed within the outer fifty percent of a legally altered critical area buffer. The one-hundred-square-foot limit shall include all associated improvements such as walkways or other impervious areas. Only one such exception per site or property is allowed.
2. New accessory structures between one hundred one square feet and two hundred square feet. Where structures, lawns and associated improvements have been legally established within a buffer area, new structures and additions to existing structures up to two hundred square feet may be permitted within the improved portion of the buffer as follows:
 - a. The two-hundred-square-foot limit shall include all associated improvements such as walkways or other impervious areas;
 - b. The new structure or addition shall be placed within the outer fifty percent of a legally altered critical area;
 - c. The new structure or addition maintains a minimum setback of ten feet from the critical area;
 - d. A minimum of one square foot of legally altered buffer area is restored for every one square foot of new structure;
 - e. A critical area covenant is recorded;

- f. A habitat assessment is completed if within an F stream buffer;
- g. A fence and critical area sign are provided to protect the newly established buffer area; and
- h. Only one exception per site or property is allowed.

3. *Wetland Exception.* The following wetlands may be excepted from compliance with the wetland preservation and protection goals in this chapter. Mitigation must be provided for any approved impacts per EMC 19.37.120.

a. All isolated category IV wetlands less than four thousand square feet that meet all of the following criteria:

- (1) Are not associated with riparian areas or their buffers;
- (2) Are not associated with shorelines of the state or their associated buffers;
- (3) Are not part of a wetland mosaic;
- (4) Do not score five or more points for habitat function based on the 2014 update to the Washington State Wetland Rating System for Western Washington: 2014 Update (Ecology Publication No. 14-06-029, or as revised and approved by Ecology);
- (5) Do not contain a priority habitat or a priority area for a priority species identified by the Washington Department of Fish and Wildlife, do not contain federally listed species or their critical habitat.

b. Wetlands less than one thousand square feet that meet the above criteria and do not contain federally listed species or their critical habitat are exempt from the buffer provisions contained in this chapter.

4. The following actions may be required to provide a habitat assessment or biological assessment under EMC 19.37.190, Fish and wildlife habitat conservation areas. If the application of this chapter would prohibit or unreasonably restrict the ability to provide necessary utilities or infrastructure improvements, a development proposal by a public agency or a utility to construct utility facilities for the conveyance of water, sewage, storm drainage, electricity, natural gas, cable or telecommunications, or the construction of streets and highways, the agency or utility may request an exception. Such a request shall be reviewed using the review process described in EMC Title 15, Local Project Review Procedures. The city may approve, or approve with modifications, such a request only when the following findings are made:

- a. The application of this chapter would prohibit or unreasonably restrict the ability to provide necessary utilities or infrastructure improvements or maintenance;
- b. There is no other reasonable alternative to the proposed development with less impact on the critical area;

Exhibit B

- c. The proposal mitigates impacts on the critical areas;
- d. The proposal does not pose an unreasonable threat to the public health, safety, or welfare on or off the development proposal site; and
- e. The proposal is consistent with other applicable regulations and standards.

5. *Docks*. This section does not apply to areas under jurisdiction of the shoreline master program.

- a. Repair and maintenance of an existing legally established dock are permitted; provided, that all of the following criteria are met:
 - (1) There is no expansion in overwater coverage;
 - (2) There is no increase in the size and number of pilings;
 - (3) There is no use of toxic materials, such as creosote, CCA and other treated wood products;
 - (4) There is no new spanning of water between three and thirteen feet deep; and
 - (5) There is no new increase in the use of materials creating shade.
- b. New docks are permitted subject to compliance with any WDFW HPA or U.S. Army Corps of Engineers permit conditions. Piers and docks shall be located, designed and constructed so as to cause minimum interference with public use of the water surface and shoreline; to mitigate the impacts to ecological function and critical areas; to avoid or minimize impacts to views; and to cause no undue harm to adjacent properties.
- c. New docks shall be a maximum of four feet in width and a maximum walkway width of four feet. Overwater surfaces shall be constructed of unobstructed grating which provides at least fifty percent of open surface area. Piles, floats or other parts of the structure that come in direct contact with the water shall be approved by applicable federal and state agencies for use in water and shall not be treated or coated with biocides such as paint or pentachlorophenol. Use of arsenate compounds or creosote treated members is prohibited.
- d. Only one dock shall be permitted for all lots in any short subdivision or subdivision that occurs after September 1, 2000. Such dock shall be shared between all lots in the short subdivision or subdivision.
- e. Covered overwater moorage, either fixed or floating, shall be prohibited.
- f. No dock may be located within fifteen feet of an interior lot line, unless shared with the owner of the adjacent lot, in which case no setback is required.
- g. No single-family lot shall have more than one dock.

- h. No dock shall exceed four feet in width, twenty-five feet in length or five feet in height above the ordinary high water mark on the landward side.

6. *Reasonable Use Exception.* This section does not apply to areas within jurisdiction of the shoreline master program.

a. Nothing in this chapter is intended to preclude reasonable economic use of property as set forth in this title. If the requirements of this chapter as applied to a specific lot would deny all reasonable economic use of the lot, development will be permitted if the applicant demonstrates all of the following to the satisfaction of the planning director:

- (1) There is no other reasonable use or feasible alternative to the proposed development with less impact on the critical area; and
- (2) The proposed development does not pose a threat to the public health, safety and welfare on or off of the subject lot; and
- (3) Any alterations permitted subject to the requirements of this chapter shall be the minimum necessary to allow for reasonable use of the property; and
- (4) The inability of the applicant to derive reasonable economic use of the property is not the result of actions by the applicant in subdividing the property or adjusting a boundary line, thereby creating the undevelopable condition after the effective date of the ordinance codified in this chapter; and
- (5) The proposal mitigates the impacts on the critical areas and buffers to the maximum extent possible.

b. *Reasonable Use Decision Process.* Whenever an applicant for a development proposal submits a reasonable use proposal to the planning director, the submittal shall include the following information which will be used to evaluate the criteria for reasonable use exception:

- (1) The location, size, and description of the areas of the lot which are either critical areas, required buffers, or setbacks required by this chapter;
- (2) A description of the location and area of the lot which is within setbacks required by other standards of the zoning code;
- (3) An analysis of the minimum development necessary to achieve “reasonable economic use” of the lot, including a narrative which includes a factual basis for this determination;
- (4) An analysis of the impact that the development described in this section would have on the critical areas and buffer functions, including an analysis of impacts on fish and wildlife resources;
- (5) An analysis of whether any other reasonable use with less impact on the critical areas and buffers is possible. This must also include an analysis of

whether there is any practicable on-site alternative to the proposed development with less impact, including reduction in density, phasing of project implementation, change in timing of activities, revision of lot layout, and/or related site planning considerations that would allow a reasonable economic use with less adverse impacts to the critical areas and buffers. The phasing analysis shall address whether pre-project mitigation of impacts to buffers is feasible to reduce impacts on critical areas. The analysis shall also address stormwater impacts and mitigation required by the city's stormwater management regulations;

(6) A design of the proposal so that the amount of development proposed as "reasonable economic use" will have the least impact practicable on the critical areas;

(7) An analysis of the modifications needed to the standards of this chapter to accommodate the proposed development;

(8) A description of any modifications needed for the required front, side and rear setbacks, building height, and landscape widths to provide for a reasonable use while providing protection to the critical areas;

(9) A description of the proposed enhancement/restoration of the critical area and buffer necessary to result in no net loss of function to the maximum extent feasible;

(10) Such other information as the planning director determines is reasonably necessary to evaluate the issue of reasonable economic use as it relates to the proposed development.

c. *Reasonable Use Administrative Modification.* If, in order to provide reasonable economic use, the standards of this title need to be modified, the planning director is authorized to grant an administrative modification to the standards of this title in accordance with the following:

(1) If a reasonable economic use of a lot cannot exist without modification of the required front, side and/or rear setbacks, building height, and/or landscape widths, the planning director is authorized to administratively modify such standards only to the extent necessary to provide for a reasonable economic use of the lot while providing greater protection to the critical areas than if the standard were met;

(2) If a reasonable economic use of a lot cannot exist without a reduction of the buffers of the critical areas, the planning director is authorized to administratively permit a reduction in the buffers only to the extent necessary to provide for a reasonable use of the lot. Where buffer reduction is permitted, enhancement/restoration of the buffer and/or critical area must be provided so that mitigation results in no net loss of critical area and buffer functions to the maximum extent feasible; or

(3) If a reasonable economic use of a lot cannot exist by means of either subsection (B)(6)(c)(1) or (2) of this section, then the planning director is authorized, using the review process described in EMC Title 15, Local Project Review Procedures, to administratively grant a transfer of development rights in addition to subsection (B)(6)(c)(1) or (2) of this section, or in lieu of them. For purposes of this section, “transfer of development rights (TDR)” means that the city severs the development rights from the fee interest and permits the owner of the restricted property to either transfer an authorized portion of the development rights in that property to another lot owned by the restricted party in accordance with the following provisions, or permits the owner of the restricted property to sell an authorized portion of the rights to owners of land who can use the authorized development rights in accordance with the following:

(A) *Single-Family Zones.* The number of dwelling units allowed under a reasonable use determination for any residential development may be transferred to a single-family zone; provided, that the number of dwelling units allowed to be transferred to the receiving site shall not exceed the lesser of:

(i) The number of dwelling units which the planning director determines to be the minimum necessary to allow for reasonable economic use of the restricted property; or

(ii) The number of dwelling units that would be allowed on the receiving site with an assumed twenty percent increase in lot size. In approving a transfer of development rights to the receiving site in a single-family zone, the planning director shall have the authority to allow for a reduction of the minimum lot area allowed by the zone in which the receiving site is located by not more than twenty percent. The director shall have the authority to reduce the required lot width and depth by not more than twenty percent. All dwelling units on such lots shall be single-family dwellings.

(B) *Multiple-Family Zones.* The amount of development transferred to the receiving lot shall be limited only by all other requirements of this title applicable to the use zone in which the receiving lot is located (building height, off-street parking, setbacks, multiple-family development standards, etc.), excluding maximum permitted density.

(C) *Commercial and Industrial Zones.* The amount of development transferred to the receiving lot shall not exceed that which can be accommodated by allowing an increase of permitted height on the receiving lot of not more than fifteen feet. All other requirements of the use zone in which the receiving lot is located shall be applicable to the transferred development.

- d. All other requirements of this chapter shall apply to the subject property, including but not limited to submittal of mitigation plans, monitoring reports, and assurance devices, installation of fencing and signs, and recording of protective covenants.

19.37.060 PERMITTED USES AND ACTIVITIES.

A. Uses permitted on lots containing or adjoining critical areas shall be the same as those permitted in the use zone in which the lot is located. Each use shall be evaluated in accordance with the review process required for the proposed use in the use zone in conjunction with the requirements of this chapter and other city, state, and federal regulations.

B. The following uses/activities are permitted in critical areas and their buffers:

1. Minor utility construction projects. Utility projects which have minor or short-duration impacts to critical areas, provided such projects are constructed using best management practices to avoid and minimize impacts to critical areas and required buffers, subject to the following criteria:

- a. The activity does not significantly impact a Type F stream, a category I wetland, or a fish and wildlife habitat conservation area and complies with other provisions of this chapter; and
- b. There is no reasonable alternative to the proposed activity with less impact on the critical area; and
- c. The activity involves the placement of a utility pole, street sign, anchor, vault, or other small component of a utility facility; and
- d. The activity results in disturbing less than one hundred square feet of critical area and buffer.

2. Buffer management, as defined in this title, when approved by the planning director and all agencies with jurisdiction.

3. Select vegetation removal activities. The following vegetation removal activities are permitted:

a. *Pruning*. Pruning is limited to trimming, limbing, thinning, windowing, and skirting in a manner consistent with this subsection.

(1) A permit is required to prune trees in critical areas. Prior to pruning, trimming, limbing, thinning, windowing, and/or skirting:

(A) The applicant shall submit a pruning report by a certified arborist and have all work be performed under the direction of a certified arborist.

(B) The applicant, in lieu of the above and an application fee as determined by the planning director, shall:

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- (i) Submit a plan showing the location of the proposed work, using aerial photos or a site plan that accurately depicts the location of trees to be pruned;
- (ii) Submit photos of the trees to be pruned, a description of the portions of the tree to be removed by pruning, and documentation that the trees are located on property owned by the applicant;
- (iii) Sign a declaration stating that they have read and understand, and will comply with, the applicable city regulations;
- (iv) Submit photos of the trees that were pruned after the work is completed.

(C) The city shall review and issue the tree pruning permit upon submittal of a complete application that demonstrates the proposal complies with all applicable requirements.

(D) The city shall conduct a site inspection upon completion of the work or any time thereafter if the work was done without a certified arborist to determine that the work has been conducted in accordance with city regulations.

(2) Pruning must adhere to the standards in ANSI A300, 2008 Edition, or as subsequently amended.

(3) Pruning shall not result in the removal of more than thirty-three percent of the tree's crown.

(4) Pruning shall not include topping of trees unless underneath power lines.

(5) Pruning activity shall not result in any soils disturbance on the site.

(6) A tree that is an active nest site for a species of local or state importance or provides critical habitat such as an eagle perch, or other listed threatened or endangered species, shall not be pruned.

(7) Topping trees or pruning trees in excess of thirty-three percent is considered a nonhazardous tree removal activity and therefore must comply with subsection B.3.c of this section.

(8) Once a tree is permitted to be pruned, it may be continued to be pruned but may not be pruned beyond thirty-three percent of the tree's original crown.

b. *Hazard tree removal with replanting.* The removal of hazard trees from critical areas and required buffers subject to the replanting of native trees to maintain critical area

and buffer functions. Hazard trees are those trees that pose a threat to public safety, or pose an imminent risk of damage to private property.

(1) The director may determine that a tree or trees pose an apparent hazard or threat to public safety and approve their removal. The director may require, at the owner's cost, an assessment and recommendation from a certified arborist, registered landscape architect or professional forester that documents the hazard and provides a replanting schedule for replacement trees.

(2) Where hazards can be eliminated without complete removal of the tree, the director may require that a wildlife snag remain in the critical area or required buffer.

(3) Where tree removal is necessary, the landowner shall provide replacement trees as recommended by the assessment or at a ratio of two trees for every tree removed. Trees shall be placed at a location approved by the director to avoid future tree hazards and in accordance with an approved restoration plan.

(4) If a tree to be removed provides critical habitat, such as an eagle perch, a qualified biologist shall be consulted to determine timing and methods of removal that will minimize impacts. The biologist's report shall be circulated to agencies with expertise for review and comment prior to approval by the director.

(5) If a tree to be removed is located within a geologically hazardous area, the planning director may require submittal of a geotechnical report documenting the impact on the property.

(6) Unless otherwise provided, or as a necessary part of an approved alteration, mitigation, or buffer management plan, removal of any vegetation or woody debris from a wildlife habitat conservation area or wetland, or required stream or wetland buffer, shall be prohibited.

(7) The city may require that a hazard tree assessment be completed, and that hazard trees be removed from buffers, and trees replanted in accordance with the requirements of this chapter prior to final approvals for a development proposal.

c. *Nonhazardous tree removal with replanting.* Except as allowed under subsection B.2 of this section, the planning director, using the review process described in EMC Title 15, Local Project Review Procedures, may allow up to a maximum of ten percent of all nonhazardous trees within the outer half of a critical area buffer to be removed. Removal of nonhazardous trees must comply with the following requirements:

(1) Proposals to remove nonhazardous trees shall include a planting plan prepared by a qualified professional biologist, arborist, or forester unless waived by the planning director. The plan must show the number, size, and type of plants to be planted and where the plants will be located. The plants should be placed in an area within the buffer that will be most beneficial to the stream or

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wetland and an area where future cutting will not be necessary. A minimum of three, three- to five-gallon native trees of different varieties must be planted for every tree to be removed unless it would create an overcrowded situation in which case the planning director can reduce this ratio or allow shrubs to be planted as an alternative. On geologically hazardous slopes, the tree size shall be a minimum of two gallons or if bareroot an equivalent size. The planning director shall have discretion to reduce the number of trees to be cut if the proposed plan fails to replace over the long term the loss of functions and values of the buffer that may result from the cutting of trees. A tree inventory is required with the tree type and size shown on a site plan unless waived by the planning director. Only trees greater than a six-inch caliper within the outer half of the critical area buffer can be counted unless the trees to be removed are less than six-inch caliper.

- (2) Tree removal is limited to once every five years.
- (3) A tree that is an active nest site for a species of local importance or provides critical habitat such as an eagle perch shall not be cut.
- (4) If the buffer's edge has not been delineated and cannot be determined by the city, a wetland or stream buffer delineation will be required.
- (5) If the trees to be removed are on a geologically hazardous slope, a geological assessment letter or geotechnical report is required unless waived by the planning director. A geologically hazardous covenant must be recorded prior to tree cutting.
- (6) Tree stumps must not be removed and all wood debris must be left within the buffer unless otherwise recommended by a biologist or geologist. A minimum of twenty-five percent of cut trees shall be left as snags approximately twenty feet tall unless within striking distance of structures, yards, or trails.
- (7) Where the stump of a big-leaf maple or other tree with a similar growth habit that has been approved for removal remains in the buffer, branches that sprout from the stump may be removed annually.
- (8) Prior to cutting, all trees to be cut must be marked, all required replacement plants must be on the property ready to be planted, and a critical areas covenant must be recorded. The replacement plants must be planted prior or immediately after the trees have been cut and placed in an area within the buffer that will be most beneficial to the stream or wetland.
- (9) A survey may be required if trees are to be removed near any lot line.
- (10) *Forest Practices*. Where applicable, applications for tree removal shall also include a city of Everett timber harvest application and include an estimate of the number of board feet to be cut.

(11) Planting of additional trees beyond what is required in this section or buffer enhancement may be required if trees have been cut without planning director approval.

d. *Weed Removal.* The removal of the following invasive, nonnative and noxious weeds in conjunction with a mitigation plan or buffer management plan approved by the director, including revegetation with native plants. The director may require that only hand tools or light equipment be used for removal.

(1) Invasive and noxious weeds identified in a list adopted by the city or county;

(2) English ivy (*Hedera helix*);

(3) Himalayan blackberry (*Rubus armeniacus*) and evergreen blackberry (*Rubus laciniatus*);

(4) Scotch broom (*Cytisus scoparius*).

4. *Public and private pedestrian paths and trails.* Public and private pedestrian trails, including interpretive signage, overlooks, and benches, may be permitted subject to the following criteria and subject to approval by the director:

a. The trail or path is designed to minimize impacts to the critical area and its buffer. The trail is located on the outer twenty-five percent of the buffer, except for areas which provide for public viewpoints of the critical area or educational opportunities and which are designed to minimize the footprint of the trail/path within the critical area or its buffer. Trails and paths shall not be permitted when critical area functions will be substantially degraded. The width of trails shall be the minimum necessary, and should not exceed five feet, unless trails are provided for shoreline public access, in which case maximum trail width shall be eight feet. The trails should be one hundred percent porous to the maximum extent feasible. The proposal must comply with EMC 19.37.190.

b. The trail surface meets all other requirements including all applicable water quality standards. Use of pervious surfaces is encouraged.

c. Critical area and buffer widths shall be increased where possible, equal to the width of the trail corridor, including disturbed areas.

d. Trails proposed to be located in landslide or erosion hazard areas shall be constructed in a manner that does not increase the risk of landslide or erosion and in accordance with an approved geotechnical report.

e. Public and quasi-public trails shall include interpretive signs identifying the critical area and buffer specific to the site.

5. Stormwater facilities are allowed in stream and wetland buffers subject to all of the following criteria:

- a. Stormwater management facilities are permitted only within the outer twenty-five percent of the buffer.
- b. The subject buffer area has been previously substantially and legally altered and is unvegetated, sparsely vegetated, and/or vegetated with nonnative or invasive species.
- c. Stormwater facilities shall be integrated into the stream or wetland buffer as a natural drainage system. The slopes and all areas that are disturbed shall be planted with native vegetation consistent with a buffer enhancement/mitigation plan. Aboveground concrete walls and structures are not permitted. Below grade structures may be permitted only if it can be shown to the satisfaction of the planning director that the use of such materials fits with the natural design of the proposed facility and does not interfere with wildlife passage or adversely impact biological functions of the buffer or the adjacent critical area.
- d. The location of a maintenance/access road is limited to the upland side of the facility outside the buffer.
- e. The facilities must include a buffer enhancement and management plan that would improve the functional performance of the buffer and associated critical area.
- f. All site development plans must incorporate low impact stormwater management techniques where site conditions allow as required by the city's stormwater management regulations.
- g. For Type Np and Ns streams and category II, III, and IV wetlands, the planning director may grant an exception to the outer twenty-five percent limitation when the applicant demonstrates that the project would significantly increase wetland or stream function and would not substantially alter stream or wetland hydrology. A significant increase in wetland function shall be defined as no reduction in any individual function as measured by the Western Washington Wetland Rating System, and at least a five-point overall increase in the combined function score as measured by the Western Washington Wetland Rating System.

19.37.070 CRITICAL AREA REPORTS—GENERAL.

- A. *Supporting Information.* All land uses and developments proposed on or adjacent to critical areas and their buffers shall include studies which describe the environmental conditions of the site. No activity, including clearing, filling or grading, shall be permitted until the information required by this section is reviewed and approved by the city. Such studies shall be prepared by experts with demonstrated qualifications in the area of concern, who shall prepare the studies in accordance with the requirements of this chapter to the satisfaction of the planning department. The city may retain consultants at the applicant's expense to assist the review of studies and/or conduct site evaluations which are outside the range of staff expertise. The planning director is authorized to develop and maintain a detailed list of required study contents.
- B. *When a Critical Area Report Is Required.* A critical area report is required when a proposed development is located on a site with a documented or suspected critical area, or within three hundred feet of a documented critical area on an adjacent parcel (or two hundred feet from an active

geologically hazardous area). The city may waive the requirement for a critical area report in the following circumstances on a case-by-case basis:

1. The critical area was previously documented by a study and the city has determined the proposed development would meet the minimum required buffer for the critical area and the project would not impact the critical area; or
2. There is existing legally established development located between the critical area and the proposed development site and any required buffers on the site would be ineffective.

Table 37.1: Critical Area Reports—Summary

Document/Report Type	When Required	Notes:
Geological Assessment Letter	Potential geologically hazardous area exists on or within 200 feet of the proposed project area	Reconnaissance study
Geological Report	An active geologically hazardous area exists on or within 200 feet of the proposed project area	Detailed study
Critical Area Delineation Report	Wetland, stream or lake on site or within 300 feet	Identifies and maps critical areas and buffers
Wetland or Stream Mitigation Plan	Alteration or fill of wetlands, streams or buffers	Includes monitoring and contingency elements
Biological Assessment for Threatened Species	Development within 200 feet of Type F stream	For federally listed threatened or endangered species
Biological Assessment for Threatened Species	Development within “protected area” or “special flood hazard area”	Per biological opinion by NMFS for development within 100-year floodplain. See EMC 19.37.190.
Biological Evaluation	Typically not required by the city, but may be required by state or federal agencies	Generic term for other types of analysis

Document/Report Type	When Required	Notes:
Habitat Assessment	Potential impacts on regulated threatened/endangered species	Can apply to either terrestrial or aquatic habitat. See EMC 19.37.190.
Habitat Management Plan	Provided with a habitat assessment when a development is proposed on or adjacent to a “habitat of primary association” for fish and wildlife habitat conservation area	See EMC 19.37.190
Monitoring Report	After completion of enhancement or mitigation work within critical areas and/or buffers	Provided post-development

19.37.073 CRITICAL AREA REPORTS—PROFESSIONAL QUALIFICATIONS AND REPORT CONTENT.

A. General Requirements for All Critical Area Reports.

1. *Preparation by a Qualified Professional.* A critical area report shall be prepared by a qualified professional who is a certified professional scientist, a noncertified professional scientist with a minimum of five years of experience, or a professional who demonstrates sufficient expertise to the satisfaction of the planning director. The qualifications of the professional who prepared the plan shall be included in the report. The accuracy of the report shall be certified by the professional who is the principal author of the report. When a geological assessment is required, the report shall be prepared by a licensed geologist or geotechnical engineer. The director shall have the authority to hire an outside consultant at the applicant’s expense to review plans when the city has concerns about the accuracy or completeness of the plan.

2. *Report Content.* The written report (and the accompanying plan sheets) shall contain all of the following information, at a minimum:

- a. The name and contact information of the applicant; the name, qualifications, and contact information for the primary author(s) of the wetland critical area report; and a description of the proposal;
- b. Tax parcel numbers of the subject property;
- c. Documentation of any fieldwork performed on the site, including delineations, function assessments, baseline hydrologic data, date and time of site evaluation, etc.;

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- d. Identification and characterization of all critical areas and buffers on or adjacent to the proposed project area. For areas off site of the project site, estimate conditions within three hundred feet of the project boundaries using the best available information;
- e. The wetland or stream rating as defined in this chapter, as applicable;
- f. A description of the proposed actions including an estimation of acreages of impacts to critical areas and buffers based on the field delineation;
- g. An assessment of the probable cumulative impacts to the critical areas and buffers resulting from the proposed development;
- h. A description of reasonable efforts made to apply mitigation sequencing provisions per EMC 19.37.085 to avoid, minimize, and mitigate impacts to critical areas pursuant to the mitigation sequencing provisions of this chapter;
- i. A description of measures taken to protect and enhance existing habitat connections with other natural areas;
- j. Site maps and site plans depicting delineated critical areas and buffers, impacts of the proposal on critical areas and buffers, grading and clearing limits, and other project and site-specific information as determined necessary by the director;
- k. Dimensions of all buffers and distances between critical areas and existing and proposed structures and lot lines.

B. *Minimum Standards for Geological Assessments.* A geological assessment is a site investigation process to evaluate the on-site geology affecting a subject property and contiguous properties and the extent to which geological factors may be impacted by the proposed development activity.

1. A field investigation and geological assessment shall be completed to evaluate whether or not an active geological hazard area exists within two hundred feet of the site.
 - a. The geological assessment shall be submitted in the form of a geotechnical letter when the geologist or geotechnical engineer finds that no active geological hazard area exists on or within two hundred feet of the site. The geotechnical letter shall meet the minimum required content listed in this section and shall be in the format established by the director.
 - b. The geological assessment shall be submitted in the form of a geotechnical report when the geologist or geotechnical engineer finds that an active geologically hazardous area exists on or within two hundred feet of the proposed project area. The geotechnical report shall meet the minimum requirements established by the director pursuant to this section.
2. A geological assessment shall include a field investigation and may include the use of historical air photo analysis, review of public records and documentation, and interviews with adjacent property owners or others knowledgeable about the area, etc.

3. A geological assessment shall include the following minimum information and analysis:
 - a. An evaluation of any areas on the site or within two hundred feet of the site that are geologically hazardous as set forth in EMC 19.37.080(A), Designation.
 - b. An analysis of the potential impacts of the proposed development activity on any geologically hazardous area. The analysis shall include information regarding any potential geological hazard that could result from the proposed development either on site or off site. For landslide hazard areas, the analysis shall consider the run-out hazard of landslide debris to the proposed development that starts upslope, whether the slope is part of the subject property or starts off site.
 - c. Identification of any mitigation measures required to eliminate potentially significant geological hazards both on the proposed development site and any potentially impacted off-site properties. When hazard mitigation is required, the mitigation plan shall specifically address how the proposed activity maintains or reduces the preexisting level of risk to the site and adjacent properties on a long-term basis. The mitigation plan shall include recommendations regarding any long-term maintenance activities that may be required to mitigate potential hazards.
 - d. The geological assessment shall document the field investigations, published data and references, data and conclusions from past geological assessments or geotechnical investigations of the site, site-specific measurements, tests, investigations, or studies, as well as the methods of data analysis and calculations that support the results, conclusions, and recommendations.
 - e. The geological assessment shall contain a summary of any other information the geologist identifies as relevant to the assessment and mitigation of geological hazards.

C. *Additional Critical Area Report Content for Wetlands.* A critical area report for wetlands shall be prepared by a qualified professional who is a certified professional wetland scientist, a noncertified professional wetland scientist with a minimum of five years of experience in the field of wetland science, including experience preparing wetland and stream reports, or a professional who demonstrates expertise in wetland science, stream ecology, or fish and wildlife biology to the satisfaction of the planning director.

1. Wetland shall be rated according to the categories defined by the Washington State Department of Ecology Washington State Rating System for Western Washington 2014 Update, or as revised (Ecology Publication No. 14-06-029).
2. Hydrogeomorphic classification; wetland acreage, and Cowardin classification of vegetation communities; and, to the extent possible, hydrologic information such as location and condition of inlet/outlets. Provide acreage estimates, classifications, and ratings based on entire wetland complexes, not only the portion present on the proposed project site.

D. *Additional Critical Area Report Content for Biological Assessments (BA).* Refer to requirements for habitat assessment in subsection E of this section.

E. *Additional Critical Area Report Content for Habitat Assessment and Habitat Management Plans (HMP).*

1. *Habitat Assessment.* All habitat assessments required by this chapter shall include the following elements in addition to the general requirements for all critical area reports listed in this section:
 - a. A detailed description of the vegetation on and adjacent to the site.
 - b. Identification and a detailed description of any critical fish or wildlife species or habitats, including listed threatened or endangered species, as set forth in this chapter, on or adjacent to the site and the distance of such habitats or species in relation to the site. Describe efforts to determine the status of any critical species in the project area, including information on survey methods, timing, and results of surveys for species or suitable habitat identification.
 - c. Include any information received from biologists with special expertise on the species or habitat type, such as WDFW, Tribal, USFS, or other local, regional, federal, and university fish, wildlife and habitat biologists and plant ecologists. Include any such conversations in the habitat assessment and cite as personal communication.
 - d. An assessment of the project's direct and indirect potential impacts and cumulative impacts on the subject habitat, including water quality impacts.
 - e. A discussion of potential mitigation measures that would avoid or minimize temporary and permanent impacts, proposed mitigation measures, contingency measures, and monitoring plans.
 - f. The city may require that the applicant request a separate evaluation of the site by WDFW staff to confirm the findings of the habitat assessment.
 - g. Developments in the floodplain must show the one-hundred-year flood elevation contour, the floodway boundary, and the protected area boundary on the site plan.
2. *Habitat Management Plan.* The director may require that all or a portion of the following be included in a habitat management plan:
 - a. A map drawn to scale or survey showing the following information:
 - (1) All lakes, ponds, streams, wetlands and tidal waters on or adjacent to the subject property, including the name (if named), and ordinary high water mark of each, and the stream or wetland category consistent with the requirements of this chapter;
 - (2) The location and description of the fish and wildlife habitat conservation area on the subject property, as well as any potential fish and wildlife habitat conservation area within a distance of the subject property that may impact an affected species or habitat; and

(3) The location of any observed evidence of use by a species regulated by the provisions of the fish and wildlife habitat sections of this chapter.

b. An analysis of how the proposed development activities will affect the fish and wildlife habitat conservation area and any affected species including the potential direct, indirect, and cumulative effects of the proposed action on the regulated species and its habitat within the project area.

c. Provisions to reduce or eliminate the impacts of the proposed development activities on any fish and wildlife habitat conservation area and affected species. The HMP should describe components of the project that may benefit or promote the recovery of listed species and are included as an integral part of the proposed project. These conservation (or mitigation) measures serve to minimize or compensate for project effects on the species under review. The following items should be addressed:

(1) Provide specific recommendations, as appropriate, to reduce or eliminate the adverse effects of the proposed activity. Potential measures include: timing restrictions for all or some of the activities; clearing limitations; avoidance of specific areas; special construction techniques; HMP conditions; replanting with native vegetation; potential of habitat enhancement (i.e., fish passage barrier removal); best management practices, etc.;

(2) Include a description of proposed monitoring of the species, its habitat, and mitigation effectiveness.

d. The HMP shall identify the specific habitat objectives the HMP is designed to achieve and include recommendations regarding all actions taken which are necessary to avoid reducing the likelihood that the species will maintain and reproduce over the long term, and/or actions to maintain or enhance the significant features present.

19.37.075 WETLANDS, STREAMS AND LAKES—MITIGATION PLANS—REQUIRED CONTENT.

A. Wetland and buffer impact mitigation plans shall:

1. Include a baseline study that quantifies the existing wetland and buffer functions, functions that will be lost, and the functions after mitigation. This could involve assessing functions using Calculating Credits and Debits for Compensatory Mitigation in Wetlands of Western Washington: Final Report, March 2012, Washington State Department of Ecology Publication No. 10-06-011, or as amended;
2. Specify how functions will be preserved or replaced;
3. Specify how impacts will be avoided, minimized or compensated for;
4. Assess the potential changes in wetland hydroperiod from the proposed project and identify how the project design will mitigate adverse impacts to the wetland hydroperiod;

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5. Describe the future vegetation community types for monitoring years, including dominant vegetation expected. Plants shall be native species, commercially available or available from local sources, high in food and cover value for fish and wildlife, and mostly perennial;
6. Specify when mitigation will occur relative to project construction and to the requirements of permits issued by other agencies;
7. Include measurable criteria for evaluating whether the performance goals of the mitigation proposal have been met, and include provisions for maintenance and monitoring the mitigated area on a long-term basis to determine whether the plan was successful;
8. Include a contingency plan specifying what corrective actions will be taken to achieve performance goals should the mitigation not be successful; and
9. Include provisions for an assurance device as provided by Chapter 19.40 to ensure that work is completed in accordance with the mitigation plan, that maintenance and monitoring occur on a regular basis, and that restoration or rehabilitation is performed in accordance with the contingency plan if mitigation failure results within five years of implementation. The construction performance guarantees shall not be released until the applicant's qualified professional and the planning director sign off to indicate that construction has been completed as planned. A separate performance assurance device shall be required for maintenance, monitoring, and contingency. This guarantee shall not be released until the applicant's qualified professional and the planning director sign off that maintenance and monitoring have been completed per the plan, and the mitigation meets performance goals.

B. Stream, lake and buffer impact mitigation plans shall:

1. Include a baseline study that quantifies the existing functions of the system, functions that will be lost, and the stream and buffer functions after mitigation;
2. Specify how functions will be replaced;
3. Specify when mitigation will occur relative to project construction and to the requirements of permits issued by other agencies;
4. Where buffer enhancement is proposed, include an analysis of the ability of the buffer to protect water quality, as outlined in the Update on Wetland Buffers: The State of the Science, Final Report, October 2013, Washington State Department of Ecology Publication No. 13-06-11, or as amended;
5. Include provisions for maintaining and monitoring the mitigated area on a long-term basis to determine whether the plan was successful;
6. Include a contingency plan specifying what corrective actions will be taken should the mitigation not be successful; and
7. Include provisions for an assurance device as provided by Chapter 19.40 EMC to ensure that work is completed in accordance with the mitigation plan and that restoration or rehabilitation

is performed in accordance with the contingency plan if mitigation failure results within five years of implementation.

C. *Construction Plans.* Construction plans necessary to implement requirements of the detailed mitigation plan shall be provided prior to issuance of construction permits. Plans shall include the proposed construction sequencing and timing; surface and subsurface hydrologic conditions, including proposed hydrologic regimes for compensatory mitigation areas; grading and excavation details, erosion and sediment control measures; a planting plan specifying plant species, quantities, location, size, spacing, density, proper placement, fertilization standards, and provisions for temporary irrigation systems.

19.37.076 CRITICAL AREA REPORTS—ALTERNATIVE BEST AVAILABLE SCIENCE ANALYSIS.

The planning director may, using the review process described in EMC Title 15, Local Project Review Procedures, authorize a modification to the standards in this chapter as follows:

- A. An applicant must submit a critical area study by a qualified professional that documents that the proposed development design/standards will result in a net improvement of the functions of the critical area over that which would be obtained by applying the standard prescriptive measures contained in this chapter. The study must address best available science as it relates to the critical area functions.
- B. The study must be circulated to appropriate state and federal resource agencies for review and comment opportunity prior to planning director authorization.
- C. The development design/standards may include, but are not necessarily limited to, measures prescribed in an approved watershed conservation plan or other similar conservation plan that addresses critical areas protection consistent with this section.
- D. The proposed design/standards must not be materially detrimental to the public welfare or injurious to property or improvements in the vicinity and zone in which the subject property is located.

19.37.080 GEOLOGICALLY HAZARDOUS AREAS.

A. *Designation.* The following geologically hazardous areas shall not be altered except as otherwise provided by this chapter:

1. Landslide hazard areas:

- a. Those areas defined as high and very high/severe risk of landslide hazard in the Dames and Moore Methodology for the Inventory, Classification and Designation of Geologically Hazardous Areas, City of Everett, Washington: July 1, 1991, or as revised through best available science:
 - (1) Very high/severe: slopes greater than fifteen percent in the Qtb, Qw, and Qls geologic units; and slopes greater than fifteen percent with uncontrolled fill.
 - (2) High: slopes greater than forty percent in all other geologic units (not Qtb, Qw, and Qls or uncontrolled fill).

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b. Those areas defined as medium risk of landslide hazard in the Dames and Moore Methodology for Inventory, Classification and Designation of Geologically Hazardous Areas, City of Everett, Washington: July 1, 1991, or as revised through best available science, when combined with springs or seeps, immature vegetation, and/or no vegetation:

(1) Slopes less than fifteen percent for Qtb, Qw, and Qls geologic units and uncontrolled fill.

(2) Slopes of twenty-five percent to forty percent in all other geologic units.

c. Any area with all three of the following characteristics:

(1) Slopes greater than fifteen percent; and

(2) Hillsides intersecting geologic contacts with a relatively permeable sediment overlying a relatively impermeable sediment or bedrock; and

(3) Springs, ground water seepage, or saturated soils.

d. Any area which has shown movement during the Holocene epoch (from ten thousand years ago to the present) or which is underlain or covered by mass wastage debris of that epoch.

e. Any area potentially unstable as a result of rapid stream incision, stream bank erosion or undercutting by wave action.

f. Areas of historic failures, including areas of unstable, old and recent landslides or landslide debris within a head scarp, and areas exhibiting geomorphological features indicative of past slope failure, such as hummocky ground, slumps, earthflows, mudflows, etc.

g. Any area with a slope of forty percent or steeper and with a vertical relief of fifteen or more feet, except those manmade slopes created under the design and inspection of a geotechnical professional, or slopes composed of consolidated rock.

h. Areas that are at risk of landslide due to high seismic hazard.

i. Areas that are at risk of landslides or mass movement due to severe erosion hazards.

2. Seismic/liquefaction hazard areas:

a. Those areas mapped as seismic/liquefaction hazards per the Dames and Moore Methodology for the Inventory, Classification and Designation of Geologically Hazardous Areas, City of Everett, Washington: July 1, 1991, or as revised through best available science.

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b. Those areas mapped as high and moderate to high liquefaction susceptibility on the Liquefaction Susceptibility Map of Snohomish County, Washington, Washington State Department of Natural Resources, Palmer, Stephen, et al., September, 2004.

3. Erosion hazard areas:

a. Those areas defined as high and very high/severe risk of erosion in the Dames and Moore Methodology for the Inventory, Classification and Designation of Geologically Hazardous Areas, City of Everett, Washington: July 1, 1991, or as revised through best available science:

(1) High erosion hazard areas include slopes of twenty-five to forty percent in Qva and Qal geologic units; and slopes of greater than forty percent in other (not Qva or Qal) geologic units.

(2) Very high/severe erosion hazard areas include slopes of greater than forty percent in Qva and Qal geologic units.

b. Those areas defined as medium risk of erosion in the Dames and Moore Methodology for the Inventory, Classification and Designation of Geologically Hazardous Areas, City of Everett, Washington: July 1, 1991, or as revised through best available science, when they contain debris and mud flows, gullyng or rifling, immature vegetation, or no vegetation:

(1) Slopes of twenty-five to forty percent in other (not Qva or Qal) geologic units.

4. Other areas which the city has reason to believe are geologically hazardous.

B. *Geologically Hazardous Slope Setbacks and Slope Protection.*

1. *Geotechnical Assessment Requirements.* Development proposals on or within two hundred feet of any area designated as or which, based on site-specific field investigation, the city has reason to believe are geologically hazardous areas shall submit a geological assessment as required by subsection F of this section.

2. The setback buffer requirement shall be based upon information contained in a geological assessment, and shall be measured on a horizontal plane from a vertical line established at the edge of the geologically hazardous area limits (both from the top and toe of slope). In the event that a specific setback buffer is not included in the recommendation of the geological assessment, the setback buffer shall be based upon the standards contained in Chapter 19.18 of the International Building Code (IBC), or as the IBC is updated and amended.

a. If the geological assessment recommends setback buffers that are less than the standard buffers that would result from application of Chapter 19.18 of the IBC, the specific rationale and basis for the reduced buffers shall be clearly articulated in the geological assessment.

b. The city may require larger setback buffer widths under any of the following circumstances:

- (1) The land is susceptible to severe erosion and erosion control measures will not effectively prevent adverse impacts.
- (2) The area has a severe risk of slope failure or downslope stormwater drainage impacts.
- (3) The increased buffer is necessary to protect public health, safety and welfare based upon findings and recommendations of the geological assessment.

3. Unless otherwise permitted as part of an approved alteration, the setback buffers required by this subsection shall be maintained in native vegetation to provide additional soil stability and erosion control. If the buffer area has been cleared, it shall be replanted with native vegetation in conjunction with any proposed development activity.

4. The city may impose seasonal restrictions on clearing and grading within two hundred feet of any geologically hazardous areas.

C. *Permitted Alterations.* Unless associated with another critical area, the planning director, using the review process described in EMC Title 15, Local Project Review Procedures, may allow alteration of an area identified as a geologically hazardous area or the setback buffers specified in the IBC if an approved geotechnical report demonstrates that:

1. The proposed development will not create a hazard to the subject property, surrounding properties or rights-of-way, or erosion or sedimentation to off-site properties or bodies of water;
2. The proposal addresses the existing geological constraints of the site, including an assessment of soils and hydrology;
3. The proposed method of construction will reduce erosion potential, landslide and seismic hazard potential, and will improve or not adversely affect the stability of slopes;
4. The proposal uses construction techniques which minimize disruption of existing topography and natural vegetation;
5. The proposal is consistent with the purposes and provisions of this chapter and mitigates any permitted impacts to critical areas in the vicinity of the proposal;
6. The proposal mitigates all impacts identified in the geotechnical letter or geotechnical report;
7. All utilities and access roads or driveways to and within the site are located so as to require the minimum amount of modification to slopes, vegetation or geologically hazardous areas; and

8. The improvements are certified as safe as designed and under anticipated conditions by a geologist.

D. *Additional Requirements.* As part of any approval of development on or adjacent to geologically hazardous areas or within the setback buffers required by subsection B of this section:

1. The city shall require:

- a. Geologically hazardous areas not approved for alteration and their buffers shall be placed in a critical area protective covenant or tract as required by EMC 19.37.220;
- b. Any geologically hazardous area or required setback buffer that is allowed to be altered subject to the provisions of this chapter shall be subject to a covenant of notification and indemnification/hold harmless agreement in a form acceptable to the city attorney. Such document shall identify any limitations placed on the approved alterations.

2. The city may require:

- a. The presence of a geologist on the site to supervise during clearing, grading, filling and construction activities which may affect geologically hazardous areas, and provide the city with certification that the construction is in compliance with his/her recommendations and has met with his/her approval, and other relevant information concerning the geologically hazardous conditions of the site;
- b. Vegetation and other soil-stabilizing structures or materials be retained or provided;
- c. Long-term maintenance of slopes and on-site drainage systems.

E. *Prohibited Alterations.* Modification of geologically hazardous areas shall be prohibited under the following circumstances:

1. Where geologically hazardous slopes are located in a stream, wetland, and/or a fish and wildlife habitat conservation area or their required buffers, alteration of the slopes is not permitted, except as allowed under EMC 19.37.050. The required buffer for such slopes shall be determined through the site-specific geological assessment, but in no case shall be less than twenty-five feet from the top of slopes of twenty-five percent and greater.
2. Any proposed alteration that would result in the creation of or which would increase or exacerbate existing geological hazards, or which would result in substantial unmitigated geological hazards either on site or off site, shall be prohibited.

F. *Geological Assessment.* A geological assessment is a site investigation process to evaluate the on-site geology affecting a subject property and contiguous properties and the extent to which geological factors may be impacted by the proposed development activity.

1. Geological assessments shall be submitted to the department for review and approval as part of the integrated permit review process described in EMC Title 15, Local Project Review Procedures. The department shall review the geological assessment and either:

- a. Accept the geological assessment; or
 - b. Reject the geological assessment and require revisions or additional information.
2. When the geological assessment has been accepted, the department shall issue a decision on the land use permit application as provided for in EMC Title 15, Local Project Review Procedures.
 3. A geological assessment for a specific site may be valid for a period of up to five years when the proposed land use activity and site conditions affecting the site are unchanged. However, if any surface and subsurface conditions associated with the site change during that five-year period or if there is new information about a geological hazard, the applicant may be required to submit an amendment to the geological assessment.

19.37.085 WETLAND AND STREAM PRESERVATION AND PROTECTION GOALS—MITIGATION SEQUENCING.

A. *Preservation and Protection Goals.* It is the short-term goal of this chapter that there be no net loss of the functions and values of all critical areas regulated by this chapter. An additional goal is no net loss of wetland acreage. The long-term goal is a net gain in functions and values. To realize critical area preservation goals, the city will require the following methods of impact mitigation in order of preference:

1. Avoid impact altogether by not taking a certain action or parts of an action;
2. Minimize impact by limiting the degree or magnitude of the action and its implementation by using appropriate technology, or by taking affirmative steps to avoid or reduce impact;
3. Rectify the impact by repairing, rehabilitating or restoring the affected critical areas;
4. Reduce or eliminate the impact over time by prevention and maintenance operations during the life of the actions;
5. Compensate for the impact by replacing, enhancing, or providing substitute wetland areas and environments;
6. Monitor the impact and take appropriate corrective measures.

Where impacts cannot be avoided, the applicant shall seek to implement other appropriate mitigation actions.

19.37.090 WETLAND DESIGNATION, DELINEATION, MAPPING AND RATING—LAKES.

A. *Wetland Delineation.* Identification of wetlands and delineation of their boundaries pursuant to this chapter shall be done in accordance with the approved federal wetland delineation manual and applicable regional supplements. All areas within the city meeting the wetland designation criteria in that procedure are hereby designated critical areas and are subject to the provisions of this chapter.

B. The approximate location and extent of known or suspected wetlands are shown on the city's critical area maps. These maps shall be used as a guide for the city, applicants and/or property owners, and

may be updated as new wetlands are identified. The exact location of a wetland boundary shall be determined through field investigation by a qualified professional applying the approved federal wetland delineation manual and applicable regional supplements methods and procedures.

C. Wetlands shall be rated and regulated according to the categories defined by the Washington State Department of Ecology Washington State Wetland Rating System for Western Washington 2014 Update, or as revised (Ecology Publication No. 14-06-029). Wetlands, as defined by this chapter, shall be classified as category I, category II, category III, or category IV.

1. Category I wetlands are those that: (a) represent a unique or rare wetland type; or (b) are more sensitive to disturbance than most wetlands; or (c) are relatively undisturbed and contain ecological attributes that are impossible to replace within a human lifetime; or (d) provide a very high level of function. All wetlands that meet one or more of the following criteria shall be considered category I wetlands:

- a. Bogs;
- b. Mature forested wetlands larger than one acre;
- c. Wetlands that perform a very high level of function as evidenced by a score of twenty-three points or more on the Wetland Rating Form—Western Washington.

2. Category II wetlands are ecologically important and provide a high level of function. They are difficult but not impossible to replace. Wetlands that meet the following criteria shall be considered category II wetlands:

- a. Wetlands that do not meet the criteria of category I wetlands;
- b. A wetland identified by the State Department of Natural Resources as containing “sensitive” plant species;
- c. Wetlands with high functions and values as indicated by a score of twenty to twenty-two points on the Wetland Rating System Form—Western Washington.

3. Category III wetlands provide a moderate level of functions. They are typically more disturbed, smaller, and/or more isolated in the landscape than category I or II wetlands. Wetlands that meet the following criteria shall be considered category III wetlands:

- a. Wetlands that score sixteen to nineteen points on the Wetland Rating Form—Western Washington.

4. Category IV wetlands provide the lowest level of function and are often heavily disturbed, but still provide important functions. Category IV wetlands include:

- a. All wetlands that score nine to fifteen points on the Wetland Rating Form—Western Washington.

19.37.100 WETLAND CRITICAL AREA REPORT CRITERIA.

Repealed by Ord. 3676-19.

19.37.110 STANDARD WETLAND BUFFER WIDTH REQUIREMENTS.**A. Standard Buffer Width.**

1. The following buffer widths listed in Tables 37.2 and 37.3 apply to all wetlands within the city of Everett. Buffer widths have been established in accordance with the best available science. Buffers are based on the category of wetland and the habitat score as determined by a qualified wetland professional using the Washington State Wetland Rating System for Western Washington: 2014 Update (Ecology Publication No. 14-06029, or as revised and approved by Ecology).

When feasible, a relatively undisturbed vegetated corridor at least one hundred feet wide must be protected between the wetland and any nearby priority habitat. Presence or absence of a nearby habitat must be confirmed by a qualified biologist. If there is a presence of a nearby priority habitat and if the wetland has a habitat function score of six or more, a one-hundred-foot-wide relatively undisturbed, vegetated corridor must be provided between the wetland and other priority habitats if there is a corridor available to provide. If a corridor is available and is not set aside into an easement or tract, the buffers listed in Table 37.2 apply.

User instructions: Use the following two tables to determine wetland buffers. Table 37.2 includes the standard buffers without utilizing the general mitigation measures described below. The reduced buffers in Table 37.3 apply to projects when the applicant elects to incorporate all general mitigation measures. If priority habitat is not present, use Table 37.3.

Table 37.2: Standard Wetland Buffers without General Mitigation Measures

CRITICAL AREA	BUFFER WIDTHS (feet)		
WETLAND CATEGORY	HABITAT FUNCTION SCORES		
	3-5	6-7	8-9
I	100	150	300
Based on total score or forested			
I	250	300	
Bogs			
I	200		
Estuarine			
II	100	150	300
Based on total score			
II	150		
Estuarine			
III	80	150	300
IV	50		

Table 37.3: Reduced Wetland Buffers When General Mitigation Measures Are Applied

WETLAND CATEGORY	WETLAND TYPE	HABITAT FUNCTION SCORES		
		3-5	6-7	8-9
		BUFFER WIDTHS (in feet)		
I	All including forested except those listed below	75	110	225
I	Bogs	190	225	
II	All except estuarine	75	110	225
II	Estuarine	110		
III		60	110	225
IV		40		

2. The standard buffer widths required by this chapter presume the existence of a relatively intact native vegetated community including native tree cover, shrub understory and ground cover. If the existing buffer is unvegetated, sparsely vegetated, or vegetated with invasive species, the buffer vegetation shall be enhanced or restored to the width required by this section. The vegetation shall include native plant communities that are appropriate for the Puget Lowland ecoregion or with a plant community that provides similar functions.

B. Increased Standard Wetland Buffer Width. The minimum buffer width stated in subsection A of this section shall be increased:

1. When the minimum buffer for a wetland extends into an area with a slope of greater than twenty-five percent, the buffer shall be the greater of:
 - a. The minimum buffer for that particular wetland; or
 - b. Twenty-five feet beyond the point where the slope becomes twenty-five percent or less for at least a horizontal distance of ten feet;
2. When the wetland is used by salmonids, plant and/or animal species proposed or listed by the federal government or state as endangered, threatened, rare, candidate, sensitive or monitored; or has critical or outstanding potential habitat for those species or has unusual nesting or resting sites such as heron rookeries or raptor nesting trees, and the increased buffer is necessary to protect such habitat;
3. When a habitat assessment or habitat management plan is required by EMC 19.37.190 and an increased buffer is necessary to protect critical habitat or affected species, the buffer shall be the buffer in the approved habitat assessment or habitat management plan;
4. When the adjacent land is classified as a geologically hazardous area, the buffer shall be the greater of the standard wetland buffer or the setback buffer required by EMC 19.37.080;
5. When the standard buffer has minimal or degraded vegetative cover that cannot be improved through enhancement; or

6. When the city finds, based upon a site-specific wetland analysis, that impacts on the wetland from a proposed development can only be mitigated by a greater buffer width.

C. *General Mitigation Measures.* Implementation of all of the following general mitigation measures allows use of the reduced wetland buffers listed in Table 37.3:

1. Direct lights away from the wetland.
2. Locate activity that generates noise away from the wetland.
3. Route all new, untreated runoff away from the wetland while ensuring wetland is not dewatered.
4. Establish covenants limiting use of pesticides within one hundred fifty feet of the wetland.
5. Apply integrated pest management.
6. Retrofit stormwater detention and treatment for roads and existing adjacent development.
7. Prevent channelized flow from lawns that directly enters the buffer.
8. Infiltrate or treat, detain, and disperse into buffer new runoff from impervious surfaces and new lawns.
9. Use privacy fencing; plant dense vegetation to delineated buffer edge and discourage disturbance using vegetation appropriate for the ecoregion; place the wetland and its buffer in a separate tract.
10. Use best management practices to control dust.

D. Where wetland functions have been improved due to voluntary implementation of an approved stewardship, restoration and/or enhancement plan that is not associated with required mitigation or enforcement, the standard wetland buffer width shall be determined based on the previously established wetland category and habitat score as documented in the approved stewardship and enhancement plan.

19.37.120 WETLAND ALTERATION THRESHOLDS AND COMPENSATION.

A. *Wetland Preservation/Alteration Thresholds.*

1. *Category I Wetlands.* All category I wetlands shall be preserved except as provided in this chapter. The planning director, using the review process as described in EMC Title 15, Local Project Review Procedures, may allow alteration of category I wetlands:

- a. Where alteration is allowed pursuant to EMC 19.37.050; or
- b. The alteration is to allow a public park or public recreational use; provided, that there is no feasible and reasonable alternative to making the alteration and the alteration does not act to degrade the functions of the wetland, or the alteration proposed has a reasonable likelihood of being fully mitigated;

2. *Category II, III, and IV Wetlands.* All category II, III, and IV wetlands shall be preserved except as provided in this chapter. The planning director, using the review process described in EMC Title 15, Local Project Review Procedures, may allow alteration of category II wetlands:

- a. Where alteration is allowed pursuant to EMC 19.37.050; or
- b. Where impacts cannot be avoided, and the applicant demonstrates through a mitigation sequencing analysis that reduction in the size, scope, configuration, or density of the project as proposed and all alternative designs of the project as proposed that would avoid or result in less adverse impact on a regulated wetland or its buffer are not feasible and will not accomplish the basic purpose of the project;

3. *Category I, II, III, and IV Wetlands in the Silver Lake Watershed.* When alteration of wetlands in the Silver Lake Watershed is allowed in subsections A.1 and A.2 of this section, the applicant must also demonstrate to the satisfaction of the planning director and public works director that such activities will result in an enhancement of wetlands which improves the water quality functions of the wetland, or will improve the other functions of the wetland if the water quality functions of the wetland will not be degraded. Any such proposed activities shall be reviewed using the review process described in EMC Title 15, Local Project Review Procedures;

4. The director may approve alteration of wetlands and buffers when proposed to restore or enhance wetland functions.

B. *Compensating for Wetland Impacts.* Wetland and buffer alteration allowed by this section shall be subject to the following requirements:

1. Each activity/use shall be designed so as to minimize overall wetland or buffer alteration to the greatest extent possible.
2. Construction techniques and field marking of areas to be disturbed shall be approved by the city prior to site disturbance to ensure minimal encroachment.
3. A mitigation plan shall be prepared in accordance with subsection C of this section.
4. The city may require the applicant to rehabilitate a wetland or its buffer by removing debris, sediment, nonnative vegetation, or other material detrimental to the area by replanting disturbed vegetation, or by other means deemed appropriate by the city. Rehabilitation or restoration may be required at any time that a condition detrimental to water quality or habitat exists.
5. *Wetland Compensation Ratios.* In approving alteration or relocation of a wetland, the city shall require that an area larger than the altered portion of the wetland be provided as compensation for destruction of the functions of the altered wetland and to ensure that such functions are replaced. The ratios in this section apply to creation, restoration, and enhancement which is in-kind (within the same hydrogeomorphic (HGM) class), on or adjacent to the site, timed prior to or concurrent with alteration, and has a high probability of success. The city may accept or recommend compensation which is off site and/or out-of-kind, if the applicant can demonstrate that on-site compensation is infeasible due to constraints such as parcel size or wetland type or that a wetland of a different type or location is justified based on

regional needs or functions. When mitigating allowed impacts to wetlands, the standard ratios in Table 37.4 shall be used, except as otherwise provided below in this subsection.

Table 37.4: Standard Wetland Compensation Ratios

Category and Type of Wetland Impacts	Reestablishment or Creation	Rehabilitation Only¹	Reestablishment or Creation (R/C) and Rehabilitation (RH)¹	Reestablishment or Creation (R/C) and Enhancement (E)¹	Enhancement Only¹
All category IV	1.5:1	3:1	1:1 R/C and 1:1 RH	1:1 R/C and 2:1 E	6:1
All category III	2:1	4:1	1:1 R/C and 2:1 RH	1:1 R/C and 4:1 E	8:1
Category II Estuarine	Case-by-case	4:1 Rehabilitation of an estuarine	Case-by-case	Case-by-case	Case-by-case
All other category II	3:1	6:1	1:1 R/C and 4:1 RH	1:1 R/C and 8:1 E	12:1
Category I Forested	6:1	12:1	1:1 R/C and 10:1 RH	1:1 R/C and 20:1 E	24:1
Category I Based on score for functions	4:1	8:1	1:1 R/C and 6:1 RH	1:1 R/C and 12:1 E	16:1
Category I Bog	Not considered possible ²	6:1 Rehabilitation of a bog	R/C Not considered possible ²	R/C Not considered possible ²	Case-by-case
Category I Estuarine	Case-by-case	6:1 Rehabilitation of an estuarine	Case-by-case	Case-by-case	Case-by-case

NOTE: Preservation is discussed in the following section.

Creation = The manipulation of the physical, chemical, or biological characteristics present to develop a wetland on an upland or deepwater site, where a wetland did not previously exist. Activities typically involve excavation of upland soils to elevation that will produce a wetland hydroperiod, create hydric soils, and support the growth of hydrophytic plant species. Establishment results in a gain in wetland acres.

Reestablishment = The manipulation of the physical, chemical, or biological characteristics of a site with the goal of returning natural or historic functions to a former wetland. Activities could include removing fill material, plugging

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Category and Type of Wetland Impacts	Reestablishment or Creation	Rehabilitation Only ¹	Reestablishment or Creation (R/C) and Rehabilitation (RH) ¹	Reestablishment or Creation (R/C) and Enhancement (E) ¹	Enhancement Only ¹
ditches, or breaking drain tiles. Activities could also involve breaching a dike to reconnect wetlands to a floodplain or return tidal influence to a wetland. Reestablishment results in a gain in wetland acres.					
Rehabilitation = The manipulation of the physical, chemical, or biological characteristics of a site with the goal of repairing natural or historic function of a degraded wetland. Activities could involve breaching a dike or reconnecting wetland to a floodplain or returning tidal influence to a wetland. Rehabilitation results in a gain in wetland function but does not result in a gain in wetland acres.					
Enhancement = The manipulation of the physical, chemical or biological characteristics of a wetland site to heighten, intensify or improve functions or to change the growth stage or composition of the vegetation present. Enhancement is undertaken for specified purposes such as water quality improvement, flood water retention or habitat. Activities typically consist of planting vegetation, controlling nonnative or invasive species, modifying the site elevation or the proportion of open water to influence hydroperiods, or some combination of these. Enhancement results in a change in some wetland functions and can lead to a decline in other wetland functions, but does not result in a gain in wetland acres.					

¹ These ratios are based on the assumption that the rehabilitation or enhancement actions implemented represent the average degree of improvement possible for the site. Proposals to implement more effective rehabilitation or enhancement actions may result in a lower ratio, while less effective actions may result in a higher ratio. The distinction between rehabilitation and enhancement is not clear-cut. Instead, rehabilitation and enhancement actions span a continuum. Proposals that fall within the gray area between rehabilitation and enhancement will result in a ratio that lies between the ratios for rehabilitation and the ratios for enhancement.

² Bogs are considered irreplaceable wetlands because they perform some special functions that cannot be replaced through compensatory mitigation. Impacts to such wetlands would therefore result in a net loss of some functions no matter what kind of compensation is proposed.

a. *Increased Mitigation Ratios.* The city may increase the ratios under any one of the following circumstances:

- (1) Uncertainty as to the probable success of the proposed restoration or creation;
- (2) Significant period of time between destruction and replication of wetland functions;
- (3) The proposed mitigation will result in a lower category wetland or projected losses in functions relative to the wetland being impacted;
- (4) The relocation is off site or the replacement is with out-of-kind compensation;
- (5) The wetland has been illegally filled or altered.

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b. *Decreased Mitigation Ratios.* The city may decrease these ratios under the following circumstances:

- (1) Documentation by a qualified wetland specialist demonstrates that the proposed mitigation actions have a very high likelihood of success.
- (2) Documentation by a qualified wetland specialist demonstrates that the proposed mitigation actions will provide significantly greater functions than the wetland being impacted.
- (3) The mitigation actions are conducted in advance of the impact and have been shown to be successful.

c. In lieu of the ratios described above, mitigation ratios may be calculated in one of the following ways:

- (1) Using the method in Calculating Credits and Debits for Compensatory Mitigation in Wetlands of Western Washington: Final Report, March 2012, Washington State Department of Ecology Publication No. 10-06-011, or as amended.
- (2) For properties designated “urban mixed-use industrial” in the city’s shoreline master program, the applicant shall use the Snohomish Estuary Wetland Integration Plan (SEWIP, 1997) and Salmon Overlay (2001) for projects that include wetland compensation. Per Table 37.4, mitigation ratios for estuarine wetlands shall be determined on a case-by-case basis.

d. In no case shall the mitigation acreage be less than that which is altered.

6. When wetland compensation is allowed, the city may require that the wetland compensation be completed and functioning prior to allowing the existing wetland to be filled or altered. For category I wetlands, the city shall require the relocated wetland area to be completed and functioning prior to allowing the existing wetland to be altered.
7. The city may limit certain development activities near a wetland to specific months in order to minimize impacts on wetland functions.
8. The city may apply additional conditions or restrictions or require specific construction techniques in order to minimize impacts on wetland functions.
9. Wetland compensation shall not occur in areas having high-quality terrestrial habitat.
10. When wetland compensation is allowed, mitigation areas shall be located to preserve or achieve contiguous wildlife habitat corridors to minimize the isolation and fragmenting effects of development on habitat areas.
11. When wetland creation is proposed, all required buffers for the creation site shall be located on the proposed creation site, except where mitigation banking is used to purchase

buffer credits. Properties adjacent to or abutting wetland creation projects shall not be responsible for providing any additional buffer requirements.

12. *In-Lieu Fee Mitigation.* In-lieu fee (ILF) mitigation is a program involving the restoration, establishment, enhancement, and/or preservation of aquatic resources through funds paid to a program sponsor to satisfy compensatory mitigation requirements for unavoidable impacts to wetlands and other aquatic resources. Per federal rule, sponsorship of ILF programs is limited to governmental, tribal, or nonprofit natural resource management entities. Similar to a wetland mitigation bank, an ILF program sells credits to permittees whose unavoidable impacts occur within a specified geographic area (service area). When credits are purchased from the ILF program, the permittee's obligation to provide compensatory mitigation is then transferred to the ILF program sponsor. The sponsor is then required to implement mitigation within a specified time frame, working with regulatory agencies to make sure impacts are fully mitigated. ILF programs are approved by the U.S. Army Corps of Engineers and the Washington State Department of Ecology. The city may allow compensation for unavoidable impacts to wetlands through contribution to an approved ILF program.

C. *Wetland and Buffer Mitigation Plans.* When wetland or buffer alteration or buffer reduction is permitted by this chapter, a mitigation plan shall be required to describe the methods the applicant will use to minimize impacts to wetland functions. A detailed mitigation plan shall be approved by the city prior to any development activity occurring on a lot upon which wetland or wetland buffer alteration, restoration, creation or enhancement is proposed. See EMC 19.37.075 for required wetland mitigation plan content.

19.37.125 WETLAND MITIGATION BANKS.

A. Wetland mitigation banks are sites where wetlands are restored, created, enhanced, or, in exceptional circumstances, preserved, expressly for the purpose of providing compensatory mitigation in advance of authorized impacts to similar resources. Banks typically involve the consolidation of many small wetland mitigation projects into a larger, potentially more ecologically valuable site. Such consolidation encourages greater diversity of habitat and wetland functions. It also helps create more sustainable systems. Banks provide a greater likelihood of success over permittee-responsible mitigation projects, since the banks are up and running before unavoidable damage occurs to a wetland(s) at another site.

1. The city may allow wetland mitigation banking in lieu of other forms of wetland impact mitigation when the mitigation site being used for the credit allowed pursuant to this section is either a wetland created from a site which was previously nonwetland, a wetland of lesser size or functional value than the wetland being altered, or where the mitigation bank site substantially increases wetland functions in the watershed within which it is located. Under the wetland mitigation banking process, alteration of a wetland on the development site shall occur only when the created or enhanced wetland is successfully functioning in accordance with an approved wetland mitigation plan. The created or enhanced wetland shall have a higher wetland function rating than that being altered. In evaluating a wetland mitigation banking proposal, the planning director shall determine the amount of credit given for mitigation banking using the ratios described in EMC 19.37.120.B.5 as a guide. The amount of credit will be dependent upon the functions of the wetland being altered and the wetland being used for mitigation banking. The city, using the review process described in EMC Title 15, Local Project

Review Procedures, may allow wetland mitigation banking under any of the following circumstances:

- a. When alteration is allowed pursuant to the “reasonable use” exception as provided in EMC 19.37.050(B)(6);
 - b. When alteration is allowed for a water-dependent or water-related use;
 - c. When on-site or off-site mitigation in the immediate vicinity of the project is not reasonable;
 - d. When the wetland being altered is of a lower quality and has lesser functions than the wetland which is being used for the mitigation banking.
2. Wetland mitigation banks may be approved under the provisions of Chapter 173-700 WAC. For any wetland mitigation bank certified under Chapter 173-700 WAC, credits from a wetland bank may be approved for use as compensation for unavoidable impacts to wetlands when:
- a. The director determines that the wetland mitigation bank provides appropriate compensation for the authorized impacts.
 - b. The proposed use of credits is consistent with the terms and conditions of the bank’s certification.
 - c. Replacement ratios for projects using bank credits shall be consistent with the terms and conditions of the bank’s certification.
 - a. d. Credits from a certified wetland mitigation bank may be used to compensate for impacts located within the service area specified in the bank’s certification. In some cases, bank service areas may include portions of more than one adjacent drainage basin for specific wetland functions.

19.37.130 AREAS OF SPECIAL FLOOD HAZARD.

Areas of special flood hazard shall be governed by the provisions of Chapter 19.30.

19.37.140 FISH AND WILDLIFE HABITAT CONSERVATION AREAS DESIGNATION AND MAPPING.

Repealed by Ord. 3676-19.

19.37.150 LAKES, PONDS, AND CREATED PONDS.

Repealed by Ord. 3676-19.

19.37.160 STREAMS AND LAKES.

A. Streams shall be classified based upon an amended version of the water classification system established under WAC 222-16-030 as follows:

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1. *Type S Stream.* Those streams, within their ordinary high water mark, as inventoried as “shorelines of the state” under Chapter 90.58 RCW and the rules promulgated pursuant thereto, including the periodically inundated areas of their associated wetlands.

2. *Type F Stream.* Those stream segments within the ordinary high water mark, including the periodically inundated areas of their associated wetlands, that are not Type S streams, and which are demonstrated or provisionally presumed to be used by salmonid fish. Stream segments which have a width of two feet or greater at the ordinary high water mark and have a gradient of sixteen percent or less for basins less than or equal to fifty acres in size, or have a gradient of twenty percent or less for basins greater than fifty acres in size, are provisionally presumed to be used by salmonid fish. A provisional presumption of salmonid fish use may be refuted at the discretion of the community development director where any of the following conditions are met:

- a. It is demonstrated to the satisfaction of the city that the stream segment in question is upstream of a complete, permanent, natural fish passage barrier, above which no stream section exhibits perennial flow;
- b. It is demonstrated to the satisfaction of the city that the stream segment in question has confirmed, long-term, naturally occurring water quality parameters incapable of supporting salmonid fish;
- c. Sufficient information about a geomorphic region is available to support a departure from the characteristics described above for the presumption of salmonid fish use, as determined in consultation with the Washington State Department of Fish and Wildlife, the Department of Ecology, affected tribes, or others;
- d. The Washington State Department of Fish and Wildlife has issued a hydraulic project approval pursuant to RCW 77.55.100, which includes a determination that the stream segment in question is not used by salmonid fish;
- e. No salmonid fish are discovered in the stream segment in question during a stream survey conducted according to the protocol provided in the Washington Forest Practices Board Manual, Section 13, Guidelines for Determining Fish Use for the Purpose of Typing Waters under WAC 222-16-031; provided, that no unnatural fish passage barriers have been present downstream of said stream segment over a period of at least two years;
- f. The following stream segments shall not be considered Type F streams:
 - (1) Merrill and Ring Creek south of Merrill Creek Parkway;
 - (2) Edgewater Creek;
 - (3) Narbeck Creek;
 - (4) Forgotten Creek.

3. *Type Np Stream.* Those stream segments within the ordinary high water mark, including the periodically inundated areas of their associated wetlands, that are perennial and are not Type S or Type F streams. However, for the purpose of classification, Type Np streams include intermittent dry portions of the channel below the uppermost point of perennial flow. If the uppermost point of perennial flow cannot be identified with simple, nontechnical observations (see Washington Forest Practices Board Manual, Section 23), then said point shall be determined by a qualified professional selected or approved by the city.

4. *Type Ns Stream.* Those stream segments within the ordinary high water mark, including the periodically inundated areas of their associated wetlands, that are not Type S, Type F, or Type Np streams. These include seasonal streams in which surface flow is not present for at least some portion of a year of normal rainfall that are not located downstream from any Type Np stream segment.

B. *Lakes.* Silver Lake shall be protected as required by the shoreline master program. All other lakes shall be subject to the regulations in this chapter.

19.37.170 STANDARD STREAM AND LAKE BUFFER REQUIREMENTS.

A. *Standard Buffer Width.* It is the goal of this chapter to preserve streams and their buffers in a natural condition to the maximum extent possible.

1. Buffers shall be measured from the top of the upper bank or, if that cannot be determined, from the ordinary high water mark as surveyed in the field. In braided channels and alluvial fans, the top of the bank or ordinary high water mark shall be determined so as to include the entire stream feature.
2. The standard buffer widths required by this chapter presume the existence of a relatively intact native vegetated community including native tree cover, shrub understory and ground cover. If the existing buffer is unvegetated, sparsely vegetated, or vegetated with invasive species, the buffer width shall be increased as required by this section.
3. Except as otherwise provided by EMC 19.37.050, the following minimum buffers of native vegetation shall apply to streams based upon stream classification:

Table 37.5: Stream Buffers

Stream Classification (Type)		
	Standard Buffer: Intact Native Vegetation	Standard Buffer: Unvegetated; Sparsely Vegetated; or Vegetated with Invasive Species
Type S	100 feet	150 feet
Type F	100 feet	150 feet

Exhibit B

Stream Classification (Type)		
	Standard Buffer: Intact Native Vegetation	Standard Buffer: Unvegetated; Sparsely Vegetated; or Vegetated with Invasive Species
Type Np	50 feet	75 feet
Type Ns	50 feet	75 feet

B. *Standard Buffer Width Increase.* The city shall require increased buffer widths as necessary to protect streams when the stream is particularly sensitive to disturbance, or the development poses unusual impacts and the increased buffer width is necessary to protect the critical areas described in this subsection. Circumstances which may require buffers beyond minimum requirements include, but are not limited to, the following:

1. When the minimum buffer for a stream extends into an area with a slope of greater than twenty-five percent, the buffer shall be the greater of:
 - a. The minimum buffer for that particular stream; or
 - b. Twenty-five feet beyond the point where the slope becomes twenty-five percent or less;
2. The stream reach affected by the development proposal serves as critical fish habitat for spawning or rearing as determined by the city using information from resource agencies including, but not limited to, the Washington State Department of Fish and Wildlife, U.S. Fish and Wildlife Service, and recognized tribal nations;
3. The stream or adjacent riparian corridor is used by species listed by the federal government or the state as endangered, threatened, rare, sensitive, or monitored, or provides critical or outstanding actual or potential habitat for those species, or has unusual nesting or resting sites such as heron rookeries or raptor nesting or lookout trees;
4. The land adjacent to the stream and its associated buffer is classified as a geologically hazardous or unstable area;
5. Increased buffer width is necessary to effectively include the riparian corridor of the stream.

C. *Standard Stream Buffer Width Reduction with Enhancement.* The planning director may, using the review process as described in EMC Title 15, Local Project Review Procedures, reduce the standard stream buffer width only when there has previously been substantial legal alteration of the stream and/or buffer on the subject lot or adjoining lots resulting in the existing buffer being unvegetated, sparsely vegetated, or vegetated with nonnative invasive species and when buffer enhancement is provided per the following criteria. Where buffer reduction with enhancement is permitted by this chapter, it shall be limited to portions of buffers that have minimal functions due to prior legal alteration.

Exhibit B

1. The planning director shall only allow a buffer width reduction when the proposal includes a critical area and buffer enhancement plan that improves the functions of the buffer and the critical area.
2. A mitigation/enhancement plan shall be prepared in accordance with this chapter.
3. If a limited portion of the buffer has been previously legally altered and meets the criteria in this section, a buffer width reduction may be approved for that portion of the required buffer only.
4. The following criteria shall be used to determine when a required buffer is degraded and substantial legal alterations are present:
 - a. The required buffer area has been graded or substantially altered and has not been substantially revegetated (i.e., the buffer is covered with gravel, impervious surface, mowed lawn, or is vegetated with primarily invasive species such as reed canary grass, Himalayan blackberry, purple loosestrife, or other nonnative invasive species covering more than seventy-five percent of the buffer area).
 - b. Substantial clearing of the buffer was authorized and substantial revegetation with native species has not occurred.
 - c. A buffer that has been logged in the past but that has been revegetated with an overstory of willow, cottonwood, alder, evergreen, or mixed evergreen/deciduous overstory, and an understory shrub layer of noninvasive species does not constitute substantial alteration.

D. *Riparian Wetland*. Any stream adjoined by a riparian wetland shall have the buffer which applies to the wetland, unless the stream buffer requirement is more protective, in which case the stream buffer requirement shall apply.

E. *Lake Buffers*. Lakes have the following buffers of native vegetation:

- a. Lakes used by salmonids: one hundred feet;
- b. Lakes with no salmonid use: fifty feet.

If a wetland or stream occurs along the fringe of a lake, the buffer shall be the greater of that required for the lake or for the wetland or stream.

F. *Buffers for Restored Stream Channels*. When a culverted portion of a stream is proposed to be restored to an open channel, the buffer width shall be determined by the director following review of a critical area study. The study must include an analysis of the buffer width necessary to protect water quality and habitat functions of the stream.

G. *Riparian Corridors*. When a development is proposed on a lot with a disturbed riparian corridor, the city shall require that the habitat be enhanced by creating more diversity and eliminating any source of degradation, including, but not limited to:

1. Vegetative plantings of native or preferred wildlife food species;
2. Construction of nesting islands or installation of nesting boxes;
3. Removal of pollutant sources or fish movement blockages; or
4. Other actions necessary to enhance the viability of the riparian corridor for the benefit of wildlife habitat.

19.37.180 STREAM ALTERATION THRESHOLDS AND COMPENSATION.

A. *Stream Preservation/Alteration Thresholds.*

1. *Type S Streams.* All Type S streams shall be regulated by the city of Everett shoreline master program.
2. *Type F Streams.* All Type F streams shall be preserved. The city may only allow alteration of Type F streams under the following circumstances:
 - a. Where alteration is allowed pursuant to EMC 19.37.050;
 - b. *Stream Crossings.* Stream crossings are regulated by the Washington State Department of Fish and Wildlife (WDFW). Stream crossings shall only be permitted as provided by EMC 19.37.050 or to provide access to a lot or a substantial portion of a lot when no other feasible means of access exists. Use of common access points shall be required for abutting lots which have no other feasible means of access. Alteration for the purpose of providing access shall be limited to the minimum number of stream crossings required to permit reasonable access. Bridging may be required when necessary to protect significant stream functions. If a culvert is allowed, the design and installation must be approved by WDFW;
 - c. When the proposal results in significant restoration of functions to the stream segment and the alteration is approved by the Washington State Department of Fish and Wildlife.
3. *Type Np and Type Ns Streams.*
 - a. Except as provided in this subsection, no alteration of a Type Np or Ns stream shall be allowed except as otherwise provided by EMC 19.37.050; or
 - b. The planning director may, using the review process described in EMC Title 15, Local Project Review Procedures, allow alteration or relocation of Type Np and Ns streams under the following conditions:
 - (1) Stream and buffer functions in the relocated/altered stream section must be equal to or greater than the functions provided by the stream and buffer prior to relocation/alteration;
 - (2) The equivalent base flood storage volume shall be maintained;

- (3) There shall be no impact to local ground water;
- (4) There shall be no increase in water velocity;
- (5) There is no interbasin transfer of water;
- (6) The relocation shall occur on site and shall not result in additional encumbrances on neighboring properties unless necessary easements and waivers are obtained from affected property owners;
- (7) The relocation maintains or enhances existing connections to other critical areas and priority habitats.

c. *Stream Crossings.* Stream crossings are regulated by the Washington State Department of Fish and Wildlife (WDFW). Stream crossings shall only be permitted as provided by EMC 19.37.050 or to provide access to a lot or a substantial portion of a lot when no other feasible means of access exists. Use of common access points shall be required for abutting lots which have no other feasible means of access. Alteration for the purpose of providing access shall be limited to the minimum number of stream crossings required to permit reasonable access. Bridging may be required when necessary to protect significant stream functions. If a culvert is allowed, the design and installation must be approved by WDFW.

4. *Watershed Management Plans.* The city shall not allow relocation or alteration of any Type F stream located within an area where an adopted watershed management plan does not allow for stream alteration or relocation, except when allowed by EMC 19.37.050, or to allow access to a lot or substantial portion of a lot when no other feasible means of access exists.

B. *Compensating for Stream Impacts.* Stream system and buffer alteration, when allowed by this chapter, shall be subject to the following requirements:

1. Each activity/use shall be designed so as to minimize overall stream system or buffer alteration to the greatest extent possible.
2. Construction techniques and field marking of areas to be disturbed shall be approved by the city prior to site disturbance to ensure minimal encroachment.
3. A mitigation plan shall be prepared in accordance with this section.
4. The city may require the applicant to rehabilitate a stream system and its buffer area by removing harmful debris, sediment, nonnative vegetation, or other material detrimental to the area, by replanting disturbed vegetation, by removing tightlined or culverted portions of a stream from pipes/culverts, or by other means deemed appropriate by the city. Rehabilitation or restoration may be required at any time that a condition detrimental to stream functions exists.
5. In approving alteration or relocation of a stream system or its buffer, the city may require that an area larger than the altered portion of the stream and its buffer be provided as

compensation for destruction of the functions of the altered stream system and to ensure that such functions are replaced.

6. When stream system relocation or compensation is allowed, the city shall require that the stream relocation be completed prior to allowing the existing stream to be filled or altered.

7. The city may limit certain development activities near a stream to specific months in order to minimize impacts on water quality and wildlife habitat.

8. The city may apply additional conditions or restrictions, or require specific construction techniques, in order to minimize impacts to stream systems and their buffers.

9. Stream compensation shall not occur in areas having high-quality terrestrial habitat.

C. Voluntary Daylighting of Streams in Pipes and Culverts.

1. To encourage daylighting of streams in pipes and culverts, the planning director may modify development standards as set out in subsection C.2 of this section when the applicant submits a plan for daylighting that meets the following criteria:

a. The plan is prepared by a qualified professional;

b. The ecological functions of the daylighted waters and adjacent area are improved so the new riparian corridor is compatible with and protects the ecological functions of the existing riparian corridor upstream and downstream and does not contribute to flooding; ecological functions include preventing erosion, protecting water quality, and providing diverse habitat; and

c. If the plan proposes daylighting the pipe or culvert in a different location on the parcel from its current location or off the parcel, the ecological functions required in subsection C.1.b of this section are provided as effectively as they would be without the relocation.

2. If the director finds the conditions in subsection C.1 of this section are met, the director may modify the following development standards. The modification shall be the minimum to provide sufficient area to meet the standards in subsection C.1 of this section and shall be in the following order of priority:

a. Yard and/or setback requirements on the property may be reduced, unless reducing them is injurious to safety.

b. The stream and adjacent buffer area may count toward required landscaping.

c. The stream and adjacent buffer area may count toward open space requirements for all multiple-family and M-1 zone requirements.

d. Building heights may be increased.

19.37.185 BUFFER WIDTH AVERAGING FOR WETLANDS, LAKES AND STREAMS.

The city may allow buffer width averaging; provided, that the total area on the lot contained within the buffer is not less than that required within the standard buffer, and that averaging will not reduce the critical area functions. The city may require buffer width averaging in order to provide protection to a particular portion of a critical area which is especially sensitive, or to incorporate existing significant vegetation or habitat areas into the buffer. Buffer width averaging shall not adversely impact the functions and values of the critical area. The adjusted minimum buffer width shall not be less than seventy-five percent of the standard buffer width.

19.37.190 FISH AND WILDLIFE HABITAT CONSERVATION AREAS.

A. All areas meeting the definition of fish and wildlife habitat conservation areas are subject to the regulations in this chapter.

B. *Fish and Wildlife Habitat Conservation Areas Mapping.* The approximate location and extent of fish and wildlife habitat conservation areas within the city of Everett's planning area are shown on maps compiled and maintained by the city planning and community development department. These maps shall be used as a general guide only for the assistance of property owners, project applicants, and other interested parties; boundaries are generalized. The actual type, extent and boundaries of fish and wildlife habitat conservation areas shall be determined by a qualified scientific professional according to the procedures, definitions and criteria established by this chapter. In the event of any conflict between the habitat location or type shown on the city's fish and wildlife habitat conservation areas maps and the criteria or standards of this chapter, the criteria and standards resulting from the field investigation shall control.

C. Other mapping sources include the Washington State Department of Fish and Wildlife priority habitat and species maps.

D. *Goals and Additional Requirements.* If a development or redevelopment is proposed on or within a distance which could impact habitats of primary association, significant biological areas, and/or vegetative corridors linking watersheds, as described in this title, the applicant shall provide a habitat assessment. In areas within the riparian habitat zone or special flood hazard area, a biological assessment is required. The biological assessment shall be prepared in accordance with Regional Guidance for Floodplain Habitat Assessment and Mitigation produced by FEMA Region 10, April 2011, or as amended. The biological assessment must demonstrate that any proposed development in the riparian habitat zone or the floodway, coupled with appropriate habitat conservation measures, does not adversely affect water quality, water quantity, flood volumes, flood velocities, spawning substrate, and/or floodplain refugia for listed salmonids.

If the habitat assessment/biological assessment determines that the proposed development could potentially adversely impact a fish and wildlife habitat conservation area, the applicant shall provide a habitat management plan (HMP) as described in subsection G of this section, prepared by a wildlife biologist for evaluation by the city, state and federal agencies. The HMP must address activities that can be taken to preserve, protect, or enhance the affected fish and wildlife habitat conservation areas. The HMP shall be based upon sound habitat management practices and be designed to achieve specific habitat objectives. If the habitat assessment finds that the proposed development could result in substantial elimination of or significant reduction in riparian corridors, existing connections between critical areas, or continuous vegetated corridors linking watersheds, the HMP must analyze alternatives

and measures to maximize the maintenance of existing corridors. The city shall ask the appropriate resource agencies to review and comment on the development impacts and the provisions of the HMP.

1. *Distance for Habitats of Primary Association.*

a. *Salmonids and Steelhead.* When development is proposed within the distances specified below, a habitat assessment shall be required.

- (1) Within two hundred fifty feet of the Snohomish River or its estuary;
- (2) Within two hundred feet of a Type F stream including but not limited to North Creek or Swamp Creek together with tributaries with direct confluence to those streams and the associated wetlands, and marine shorelines;
- (3) Within one hundred fifty feet of Lake Chaplain;
- (4) Within two hundred twenty-five feet of a Type Np or Ns stream with unstable slopes within the special flood hazard area;
- (5) Within one hundred fifty feet of a Type Np or Ns stream without unstable slopes within the special flood hazard area; or
- (6) Within the special flood hazard area.

b. *Other Species.* If habitats of primary association are identified for other species, the director, after consulting with the Department of Fish and Wildlife, shall determine the appropriate distance from a designated fish and wildlife habitat conservation area which will require a habitat assessment or HMP.

c. *Continuous Vegetative Corridors Linking Watersheds and Significant Biological Areas.* If a development is proposed within an area that provides a continuous vegetative corridor linking watersheds or a significant biological area, a habitat assessment is required.

E. The following actions are exempt from other requirements of this chapter, but may require preparation of a habitat assessment or biological assessment when conducted within a fish and wildlife habitat conservation area:

1. EMC 19.37.060(B)(1), minor utility construction projects.
2. EMC 19.37.060(B)(4), trails with impervious surfaces.
3. Any development application that involves ESA Section 7 consultation with federal agencies is required to follow that process to determine impacts to endangered species and mitigation requirements rather than the procedure described herein. However, the application must demonstrate compliance with all applicable city regulations, and must submit a copy of the biological assessment provided to federal agencies as part of the city's permit process.
4. Maintenance of critical public infrastructure.

F. *Habitat Assessment.*

1. A habitat assessment may be integrated into another critical area study or provided as a separate report, provided the requirements of this subsection are met.
2. The habitat assessment shall be completed by a qualified professional with expertise and experience in preparing fish and wildlife critical area reports or biological assessments.
3. The purpose of the assessment is to determine whether or not a fish or wildlife habitat conservation area identified in subsection B of this section and any associated buffer are located on or adjacent to a proposed development, and whether the proposed development could potentially adversely impact the regulated fish or wildlife habitat area and affected species.
4. If an approved habitat assessment determines that no fish or wildlife habitat conservation areas identified in subsection B of this section or associated buffers are present on or adjacent to the site, or that the proposal will not adversely impact those areas and/or affected species, then the fish and wildlife habitat area review will be considered complete.
5. If the habitat assessment determines that a fish or wildlife habitat conservation area identified in subsection B of this section or associated buffers are present on or adjacent to the proposed development and that the proposal will potentially adversely impact those areas and/or affected species, an HMP shall be prepared. The HMP must identify all actions that could be taken and which are necessary to avoid reducing the likelihood that the species will maintain and reproduce over the long term and/or actions to maintain or enhance the significant features present.
6. The director may consult with the Department of Fish and Wildlife before accepting the habitat assessment as final, and if recommended by the Department of Fish and Wildlife may require preparation of an HMP.
7. The city may require that the applicant request a separate evaluation of the site by WDFW staff to confirm the findings of the habitat assessment.
8. The department shall review the habitat assessment and either:
 - a. Accept the habitat assessment as complete and include any recommended mitigation measures necessary to reduce impacts to the critical fish and wildlife habitat conservation areas or affected species as project requirements; or
 - b. Require preparation of an HMP if the habitat assessment indicates potential unmitigated adverse impacts to the critical fish and wildlife habitat conservation areas or affected species.

G. *Habitat Management Plan.*

1. *HMP Submittal and Review Process.* The habitat management plan shall be prepared by a qualified professional who understands the habitat requirements for the affected species. The consultant must demonstrate such expertise to the satisfaction of the director, who may require resumes, work examples or other information demonstrating professional expertise on relevant

habitat and/or fisheries issues. The city will meet with the consultant and direct preparation of the habitat management plan. The city must review and accept the habitat management plan as complete before issuing any approvals for the proposed development. In the event of a dispute regarding appropriate content in the habitat management plan, the city may require additional studies or additional supporting information as provided for by this chapter.

2. A biological assessment which meets the requirements of federal and state agencies may be accepted as meeting these requirements.
3. The HMP shall be evaluated by city, state and federal agencies with permit jurisdiction or expertise, as required by this section, and the director shall consider all comments submitted by state and federal agencies, and require necessary revisions to the HMP, if any, prior to accepting the HMP as final.
4. The director shall condition approvals of activities allowed within or adjacent to a habitat conservation area or its buffers, as necessary to minimize or mitigate any potential adverse impacts to the habitat conservation area and affected species. Mitigation measures shall be based upon the analysis, conclusions, and recommendations contained in the HMP. At a minimum, all requirements and mitigation measures necessary to avoid reducing the likelihood that the species will maintain and reproduce over the long term shall be required as permit conditions for the development proposal.

H. *Compensation for Impacts within the One-Hundred-Year Floodplain.*

1. Compensation must be provided for any effects to floodwater storage and fish habitat function within the one-hundred-year floodplain. Indirect adverse effects of development in the floodplain (effects to stormwater, riparian vegetation, bank stability, channel migration, hyporheic zones, wetlands, etc.) must be mitigated such that equivalent or better salmon habitat protection is provided.
2. The mitigation plan shall stipulate avoidance and conservation measures, as are needed to ensure that there is no net adverse effect during any phase of the project. Outside the floodway or riparian habitat zone, the mitigation plan shall include such avoidance, minimization, restoration, conservation or compensation measures to mitigate all impacts.
3. Calculation of impacts and mitigation shall be performed in accordance with Planning Director Interpretation No. 2011-1, or as amended.
4. The following priorities for mitigation of impacts to fish habitat within the one-hundred-year floodplain shall be considered in the habitat assessment and mitigation plan, with the long-term goal of improving functions and values of fish habitat in the estuary over existing conditions:
 - a. Assignment (purchase) of equivalent mitigation credits from an established mitigation bank within the estuary;
 - b. Creation or restoration of the functions and values of fish habitat in an area that is available to fish more frequently than the habitat being impacted;
 - c. Creation or restoration of off-channel refuge habitat;

- d. Restoration of fish habitat where it has been previously eliminated or degraded;
 - e. Enhancement of existing habitat to improve functions and values;
 - f. Buffer enhancement in riparian habitat areas;
 - g. Replacement of the habitat functions and values that are impacted by development.
5. Also in accordance with RPA-3.A.3.b, where conditions permit, the city shall require development within the one-hundred-year floodplain to use low impact development (LID) methods consistent with the city's stormwater management regulations, to minimize or avoid stormwater effects.
6. All development proposals shall protect, enhance, or restore habitat to the maximum extent practicable, either on site or off site.
7. When development occurs in floodplain areas, the portion of the site not elevated above the one-hundred-year flood elevation shall be designed to create floodplain refugia and prevent stranding of aquatic species during flood events to the maximum extent practicable.
8. Restoration of fish habitat either on site or off site is allowed in order to mitigate for habitat impacts caused by development within the floodplain. Restoration and mitigation for impacts may occur in areas which flood more frequently than the area proposed for development (e.g., tidal restoration project that provides greater habitat benefits to juvenile salmonids).
9. The city shall have the authority to require changes in the design of a development if necessary to avoid, minimize or mitigate impacts to endangered species or habitat for such species.

19.37.200 GROUND WATER DISCHARGE AREAS—SEEPS AND SPRINGS.

Lots which contain or are affected by springs, seeps or ground water discharge areas shall be evaluated to determine the relationship the discharge has on geologically hazardous areas, wetlands, streams, fish, plant and wildlife habitat areas. An analysis of such features shall be included in the application for development of the subject property. The city may allow modification of such features consistent with the provisions of this chapter related to geological hazards, streams, wetlands, fish, plant, and wildlife habitat areas, as applicable.

19.37.210 LOT AREA—LOT COVERAGE—PERMITTED NUMBER OF DWELLING UNITS IN MULTIPLE-FAMILY DEVELOPMENTS.

Repealed by Ord. 3676-19.

19.37.220 CRITICAL AREA PROTECTIVE REQUIREMENTS—SETBACKS FROM BUFFERS—FENCING—SIGNS—COVENANTS.

A. *General Requirements.* Storage of building materials, junk and other items is not permitted within critical areas or buffers. All construction staging areas must be shown on approved plans and located outside of critical areas and buffers.

B. *Setbacks from Buffers.* To maintain the integrity of the buffer, principal buildings shall be set back a minimum of ten feet from the edges of all critical area buffer boundaries. All other structures and improvements shall maintain a setback of five feet from the edge of the buffer.

C. *Fencing and Other Protection Mechanisms.* Except for utility and road projects, the city shall require that any development proposed on a lot which contains or adjoins a critical area provide a fence or other structural protection along the outer edge of a buffer to minimize encroachment and disturbance. Fencing shall be split-rail or an alternative approved by the planning director. Fencing must be installed in a manner that allows continuous wildlife habitat corridors along critical fish and wildlife areas.

D. *Signs.* The city may require the applicant to provide informational signs in conspicuous locations on the fence or near the wetland to identify the wetland as a critical area and the importance of maintaining it in a clean and undisturbed condition. Such signs shall meet the requirements for incidental signs as specified in Chapter 19.36.

E. *Protection of Significant Trees within Buffers (Heritage Trees and Evergreens at Least Eight-Inch Diameter at Breast Height).* If trees are identified on the outer edge of the buffer such that their drip line extends beyond the buffer edge, the following tree protection requirements must be followed:

1. A tree protection area shall be designed to protect each tree or tree stand during site development and construction. Tree protection areas may vary widely in shape, but must extend a minimum of five feet beyond the existing tree canopy area along the outer edge of the drip line of the tree(s), unless otherwise approved by the department.
2. Tree protection areas shall be added and clearly labeled on all applicable site development and construction drawings submitted to the department.
3. Temporary construction fencing at least thirty inches tall shall be erected around the perimeter of the tree protection areas prior to the initiation of any clearing or grading. The fencing shall be posted with signage clearly identifying the tree protection area. The fencing shall remain in place through site development and construction.
4. No clearing, grading, filling or other development activities shall occur within the tree protection area, except where approved in advance by the department and shown on the approved plans for the proposal.
5. No vehicles, construction materials, fuel, or other materials shall be placed in tree protection areas. Movement of any vehicles within tree protection areas shall be prohibited.
6. No nails, rope, cable, signs, or fencing shall be attached to any tree proposed for retention.
7. The department may approve the use of alternate tree protection techniques if an equal or greater level of protection will be provided.

F. *Critical Area Covenants.* Except as provided for below, the city shall require that all features classified as critical areas by this chapter and their buffers, including fish and wildlife habitat conservation areas, be placed in critical area protective covenants. Covenants shall not be required for:

1. Utility and road projects in public rights-of-way.

2. Utility and road projects on private easements where the proponent does not own the land.
3. Any development within the special flood hazard area will require a notice on title that the property contains land within the riparian habitat zone and/or special flood hazard area.

G. *Critical Area Tracts.* The city may require that any area classified as a critical area and its buffer be placed in a separate tract, rather than included in the protective covenant. A tract shall be required when the proposal includes a short subdivision or binding site plan. Such a tract shall remain in the same ownership as the parcel it was segregated from; placed into undivided common ownership of all lots within a proposed subdivision, short subdivision, or binding site plan; or dedicated to a public agency which is willing to accept the tract for long-term management of the protected resource.

H. *Notice on Title.* The owner of any property on which a development proposal is submitted shall file with the Snohomish County auditor a notice approved by the planning department, which shall provide notice in the public record of the presence of the critical area covenant or tract, the application of this chapter to the property, and that limitations on actions in or affecting such areas may exist. The applicant shall submit proof that the notice has been filed for record before the city may approve any development proposal on the site. The notice shall run with the land, and failure to provide such notice to any purchaser prior to transferring any interest in the property is a violation of this chapter.

19.37.230 APPEALS.

Repealed by Ord. 3676-19.

19.37.240 ASSURANCE DEVICES.

The city shall require performance or maintenance assurance devices in accordance with Chapter 19.40 to ensure compliance with this chapter and adequate protection and maintenance of critical areas.

19.37.250 PREVIOUSLY ALTERED CRITICAL AREAS.

It is the goal of this chapter to restore and enhance the condition of critical areas which have been previously altered. Properties containing critical areas which have been previously altered may be developed in accordance with all requirements of this chapter and this title of the code.

A. *Legal Alterations.* Critical areas regulated by this chapter which previously have been legally altered in accordance with all local, state and federal regulations in effect at the time of alteration may be developed in accordance with the requirements of this chapter. Any prior alteration which was legally commenced that resulted in a critical area which is regulated by this chapter being reclassified as buildable shall be evaluated using the review process described in EMC Title 15, Local Project Review Procedures. The planning director may approve any development proposal which meets all other requirements of this title, or modify such proposal based upon the impacts that the proposal would have on any remaining area classified by this chapter as a critical area. The planning director shall use all authority granted by this chapter, SEPA, or other legal mechanism to require enhancement of the previously altered critical area to the condition which would be required by this chapter for new development, to the maximum extent feasible.

B. *Unauthorized Alterations.*

1. Critical areas regulated by this chapter which have been illegally altered may be developed in accordance with the requirements of this title; provided, that all critical areas which were illegally altered shall be considered critical areas and shall be regulated in accordance with the requirements of this chapter. Any proposal to develop on a lot which contains a critical area that has been illegally altered shall be reviewed by the planning director using the review process described in EMC Title 15, Local Project Review Procedures.
2. The planning director shall require restoration of the unauthorized area of alteration to a condition which is equivalent or superior to its prior natural condition, to the extent that such condition can be determined. As an alternative to restoration of the illegally altered critical area, the planning director may allow for the recreation of wetlands, stream corridors, or habitat areas of the same type which have been altered in a different location than that which has been altered if the alternative location will result in a net improvement in functions or a higher quality critical area than possible in the area which has been previously altered.
3. Any illegal alteration of a critical area that occurred prior to the effective date of the ordinance codified in this chapter which is not proposed for development as allowed by this chapter shall be restored as provided by this section.

19.37.260 ENFORCEMENT—RESTORATION PLANS.

- A. Any person, firm, corporation, or association or any agent thereof who violates any provision of this chapter shall be subject to the enforcement provisions of Chapter 1.20 EMC and this title.
- B. *Restoration of Impacts Required.* Any unauthorized impacts on a critical area feature or buffer will require restoration of the affected area to an equivalent or improved condition prior to the violation occurring. A restoration plan must be consistent with the requirements of this chapter and a public works permit may be required by the city. If an equivalent or improved condition cannot be provided, the violator shall be subject to a fine in an amount equal to the value of the damage to the portion of the critical area that cannot be restored, determined using best available methods of calculating the value of vegetation, land and water resources, including but not limited to the evaluation methods of the International Society of Arboriculture. In addition to the authority of the city's code enforcement officer to impose penalties pursuant to Chapter 1.20 EMC, the code enforcement officer may impose the fine described in this section as applicable.
- C. Restoration plans shall include, but not be limited to, the replacement of all improperly removed vegetation with approved species such that the biological and habitat values will be replaced to an equivalent or improved condition, improper fill removed and slope stabilized. Studies by a qualified expert shall be submitted to determine the conditions which were likely to exist on the lot prior to the illegal alteration.
- D. Restoration shall also include installation and maintenance of interim and emergency erosion control measures until such time as the restored ground cover and vegetation reach sufficient maturation to function in compliance with the performance standards adopted by the city.
- E. The city shall stop work on any existing permits and halt the issuance of any or all future permits or approvals for any activity which violates the provisions of this chapter until the property is fully restored in compliance with this chapter and all penalties are paid.

Exhibit B

F. Notwithstanding the other provisions provided in this chapter, anything done contrary to the provisions of this chapter or the failure to comply with the provisions of this chapter is declared to be a public nuisance.

EXHIBIT B

CHAPTER 19.37 CRITICAL AREAS

INTRODUCTION

19.37.010 USER GUIDE

Many areas of Everett have been or may become designated, identified, inventoried, classified or rated as critical areas by the city or other public agencies. This chapter establishes regulations for development within or near all critical areas. If you are interested in developing property identified as containing or adjacent to steep slopes, lakes, streams, marine waters, wetlands, springs, erosion hazard areas, landslide hazard areas, seismic hazard areas, or other unstable soil conditions, you should read this chapter. This chapter contains more stringent requirements than other provisions within this title for affected properties. These regulations supersede any less restrictive requirements contained elsewhere in this title. No action may be undertaken by any person which results in any alteration of a critical area or its buffer unless such alteration complies with the requirements of this chapter. Alteration includes the terms “use” and “development” as defined in this title, and includes any modification of the natural environment of critical areas or their buffer including any clearing, grading, filling and/or excavation. Certain exceptions to the requirements of this chapter are listed in EMC 19.37.050.

19.37.020 PURPOSE AND GOALS

It is the short-term goal of this chapter that there be no net loss of the functions and values of all critical areas regulated by this chapter. An additional goal is no net loss of wetland acreage. The long-term goal is a net gain in functions and values.

The purpose of this chapter is to designate, classify and protect the critical areas in and the functions and values of critical areas the Everett community by establishing standards for development and use of properties which contain or adjoin critical areas and thus protect the public health, safety, and welfare by:

- A. Preserving, protecting, and restoring critical areas and their ecological functions and values by regulating development within such areas and their buffers;
- B. Mitigating unavoidable adverse impacts to critical areas by regulating alterations in and adjacent to critical areas;
- C. Protecting the public from personal injury, loss of life, or property damage due to flooding, erosion, landslides, seismic events, or soil subsidence;
- D. Avoiding publicly financed expenditures to correct misuses of critical areas, which may cause:
 - 1. Unnecessary maintenance and replacement of public facilities,
 - 2. Publicly funded mitigation of avoidable impacts,

3. Public costs for emergency rescue and relief operations where the causes are avoidable, or
 4. Degradation of the natural environment;
- E. Protecting and enhancing unique, sensitive, and valuable elements of the environment, including fish and wildlife habitat;
- F. Alerting appraisers, assessors, builders, developers, owners, real estate agents, potential buyers or lessees, and other members of the public to the presence of critical areas and the respective development limitations of such areas;
- G. Providing city officials with sufficient information, direction and authority to protect critical areas when evaluating public or private development proposals;
- H. Implementing the policies of the Growth Management Act, State Environmental Policy Act, Chapter 43.21C RCW, Chapter 19.43 EMC, the city's comprehensive plan, and all updates and amendments, functional plans and other land use policies formally adopted or accepted by the city; and
- I. Providing for the maintenance and enhancement of solar access, and/or elimination of future potential hazards or nuisances while protecting critical area functions and values.

19.37.030 APPLICABILITY

- A. This chapter establishes regulations for the protection of critical areas and applies to all lands, all land uses and development activity, and all structures or facilities, whether or not a permit or authorization is required, and shall apply to every person, firm, partnership, corporation, group, government agency, or other entity that owns, leases or administers land within the city. No person, company, agency, or applicant shall alter a critical area or buffer except as consistent with the purposes and requirements of this chapter. No alteration of a critical area may occur until the city has issued all approvals required by this chapter. By way of example and not limitation, no development permit may be issued; no subdivision of land may be approved; no clearing, filling, or grading may occur; nor may any use be established, altered, or expanded on any lot until approvals required by this chapter have been granted by the city.
- B. For development proposals on properties within shoreline jurisdiction, the shoreline master program applies in addition to the regulations contained in this chapter.
- C. When any provision of this chapter or any existing easement, covenant, or deed restriction conflicts with this chapter, that which provides more protection to the critical area applies.
- D. In addition to the requirements of this chapter, the applicant shall obtain all necessary state, federal and other local permits.

19.37.040 PROTECTION OF CRITICAL AREAS

- A. On all lots containing or within three hundred feet of critical areas, the following features and their buffers shall not be altered or developed except as otherwise permitted by this chapter:

1. Areas of special flood hazard (if located in a designated floodplain, also see Chapter 19.30 EMC);

2. Wetlands;
3. The following geologically hazardous areas:
 - a. Erosion hazard areas;
 - b. Landslide hazard areas;
 - c. Seismic (liquefaction) hazard areas;
4. Fish and wildlife habitat conservation areas, including streams/riparian areas, lakes, marine waters, habitats of primary association, continuous vegetative corridors linking watersheds, and significant biological areas as defined in this title;
5. Ground water discharge areas, such as springs and seeps.

B. All actions must be designed and constructed in accordance with mitigation sequencing per EMC 19.37.100 to achieve no net loss of critical area functions and values.

19.37.045 GROUND WATER DISCHARGE AREAS—SEEPS AND SPRINGS

Lots which contain or are affected by springs, seeps or ground water discharge areas shall be evaluated to determine the relationship the discharge has on geologically hazardous areas, wetlands, and fish and wildlife habitat conservation areas. An analysis of such features shall be included in the application for development of the subject property. The city may allow modification of such features consistent with the provisions of this chapter related to critical areas, as applicable.

19.37.050 EXEMPTIONS AND EXCEPTIONS

Certain activities are exempt from the requirements of this chapter, while other activities which are regulated by this chapter may be granted specific exceptions or an administrative modification. This section lists the activities which are exempt from the regulations of this chapter, the exceptions which may be granted to the requirements of this chapter, and the administrative modifications which can be granted to the requirements of this chapter.

All activities or developments which are exempted, excepted, or granted modifications shall use reasonable methods to avoid and minimize potential impacts to critical areas and buffers, including use of any applicable best management practices. Such activities or developments which are exempted, excepted, or granted modifications shall not be exempt from other laws or permit requirements which may be applicable.

The burden of proof is on the applicant to provide sufficient evidence to the city the activity meets the precise description of the exemption or exception.

A. *Exemptions.* The following are exemptions to the provisions of this chapter due to having no environmental impact, being temporary in nature, or are an emergency; however, the exemptions listed in this section may not be exempted from other state or federal regulations or permit requirements. An exemption does not give permission to degrade a critical area or ignore risk from natural hazards. Any damage to, or alteration of, a critical area or an associated buffer shall be restored, rehabilitated, or mitigated at the expense of the property owner. Soil stabilization and erosion control shall be completed

immediately after vegetation removal. Unless otherwise specified below, other restoration or rehabilitation shall be completed within 60 days of the damage or alteration, unless otherwise approved by the planning director.

1. *Exempted Actions.*

- a. Emergency actions, which are activities necessary to prevent an immediate threat to the public health, safety or welfare or that pose an immediate risk of damage to private property and that require remedial or preventative action in a timeframe too short to allow for compliance with the requirements of the critical areas regulations, as verified by the city. Emergency actions that create an impact to a critical area or its buffer shall use reasonable methods to address the emergency with the least possible impact to the critical area and/or its buffer. Once the immediate threat has been addressed, any adverse impacts on critical areas shall be minimized and mitigated within one year of the end of the emergency.
- b. Existing and ongoing agricultural activity occurring prior to and since January 13, 1990; provided, however, at such time as the property ceases to be used for agricultural activities and a development activity is proposed, the property shall be brought into compliance with the provisions of this chapter; and further provided, that existing ditches and drain tiles are not expanded in a manner that will drain wetlands in existence as of the date this chapter becomes effective. This exemption does not apply to filling or alteration of wetlands not in agricultural use as of January 13, 1990. The city encourages the use of best management practices or farm conservation plans to reduce impacts of agricultural practices on critical areas.
- c. Normal and routine maintenance of legally constructed irrigation and drainage ditches; provided, that this exemption shall not apply to any ditches used by fish.
- d. Normal and routine maintenance of agricultural ponds, livestock watering ponds and fish ponds; provided, that such activities shall not involve the conversion of any wetland or stream not used for such purposes prior to and since January 13, 1990.
- e. Normal and routine maintenance of entirely artificial structures or wetlands intentionally constructed by humans from upland areas for purposes of stormwater drainage or water quality control, or ornamental landscape ponds, which are not part of a mitigation plan required by this chapter.
- f. The following water, sewer, storm drainage, electric, natural gas, cable communications, and telephone utility-related activities, and maintenance of public streets and public park facilities when the activity does not expand the footprint of the facility or encroach further into the critical area, does not impact a fish or wildlife habitat conservation area, and when undertaken pursuant to best management practices to minimize impacts to critical areas and their buffers:
 - (1) Normal, routine, and emergency maintenance or repair of existing, legally established public or private utility structures or rights-of-way, including vegetation management;

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(2) Installation, construction, or modification in improved street rights-of-way and replacement, operation or alteration of the following facilities:

(A) Natural gas, cable communications, telephone facilities, water and sewer lines, pipes, mains, equipment or appurtenances;

(B) Electric facilities, lines, equipment or appurtenances, not including substations, with an associated voltage of fifty-five thousand volts or less;

(C) Drilling for utilities/utility corridors under a wetland, with entrance/exit portals located completely outside of the wetland buffer, provided that the drilling does not alter the ground water connection to the wetland or percolation of surface water down through the soil column. Specific studies by a hydrologist are necessary to determine whether the ground water connection to the wetland or percolation of surface water down through the soil column will be altered. Trenching is not allowed by this provision.

(3) Normal and routine maintenance or repair of public streets, state highways, and public park facilities, including vegetation management. Maintenance and repair does not include any modification that changes the character, scope, or size of the original structure, facility, or improved area, nor does it include construction of a maintenance road or the dumping of maintenance debris.

g. Forest practices on city-owned watershed property located in remote areas not contiguous to the Everett corporate boundaries, undertaken in accordance with the requirements of the State Department of Natural Resources.

h. Minimal soil disturbance for site investigative work necessary for land use application submittals such as surveys, soil logs, percolation tests and other related activities including educational research activities that do not result in altering the structure or functions of the critical area. Disturbed areas shall be immediately restored.

i. Conservation measures intended to preserve soil, water, vegetation, fish and other wildlife and their associated habitat that do not involve adversely impacting the structure or functions of the critical area.

j. Routine maintenance of existing, legally-established landscaping and fencing including removal of invasive vegetation, that does not involve grading, excavation or filling.

k. Modification to existing structures. Legally constructed structures and improvements in existence on January 13, 1990, that do not meet the buffer requirements of this chapter may be remodeled, reconstructed, or replaced; provided, that the new construction or related activity does not further alter or increase the impact to the critical area or buffer as a result of the proposed modification. For structures that are damaged or destroyed as a result of flood, fire or act of nature, restoration work shall be initiated by the applicant within one year of the date of damage or destruction, as

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evidenced by issuance of a valid building permit. The work authorized by such permit must be completed within the term of the permits issued by the city, which includes any written extensions.

B. *Exceptions.* All exceptions must be approved by the city through the review process listed in EMC Title 15 prior to the exception applying. The following activities include exceptions to certain requirements of this chapter; however, unless otherwise noted the exceptions listed in this section still require compliance with the other requirements of this chapter, except as allowed by the exception. The exception may not be exempted from other state or federal regulations or permit requirements. Any damage to, or alteration of, a critical area or an associated buffer shall be restored, rehabilitated, or mitigated at the expense of the property owner.

1. New accessory structures up to two hundred square feet. Where structures, lawns and associated improvements have been legally established within a buffer area, new structures and additions to existing structures up to two hundred square feet may be permitted within the improved portion of the buffer as follows:

- a. The two-hundred-square-foot limit shall include all associated improvements such as walkways or other impervious areas;
- b. The new structure or addition shall be placed within the outer fifty percent of a legally altered critical area buffer;
- c. The new structure or addition maintains a minimum setback of ten feet from the critical area;
- d. A minimum of one square foot of legally altered buffer area is restored for every one square foot of new structures, lawns and associated improvements;
- e. A critical area covenant is recorded;
- f. A habitat assessment is completed as required by this chapter;
- g. A fence and critical area signage are provided to identify and protect the newly established buffer area;
- h. Only one such exception per site or property is allowed; and
- i. A critical area report may be required.

2. Expansion. For a legally established structure, the expansion or replacement, including any expansion of a legally established accessory structure allowed does not increase the footprint of the structure and all other structures by more than one thousand square feet, provided the following:

- a. The location of the expansion has the least adverse impact on the critical area;

- b. To the maximum extent practical, the expansion or replacement is not located closer to the critical area and is located on the side of the structure opposite the critical area;
- c. Mitigation for project impacts is provided; and
- d. The structure was not established as the result of variance, buffer averaging, buffer reduction, or reasonable use exception; Expansions and additions shall not further encroach into a critical area or the portion of the required buffer between the critical area and existing improvements. Expansions within the critical area or buffer shall be limited to a maximum of one thousand square feet of impervious surface. To the extent feasible based on site-specific conditions, expansions shall result in no additional hydrologic impacts from stormwater runoff by using techniques such as low impact development. Remodeling, reconstruction, and expansions shall be subject to all other requirements of the zoning code.

3. *Wetland Exception.* Wetlands that meet the following criteria are not subject to the avoidance and minimization requirements of the mitigation sequence of EMC 19.37.100 in accordance with the following provisions, and they may be filled if the impacts are fully mitigated based on the remaining actions in the mitigation sequence. Impacts should be mitigated through the purchase of credits from a mitigation bank or in-lieu fee program, if available, consistent with the terms and conditions of the bank or program. In order to verify whether the following criteria are met, it is essential that a critical area report for wetlands meeting the requirements of this chapter be submitted. It is the applicant's responsibility to provide a determination by a qualified professional whether the wetland is a non-federally regulated wetland.

- a. All category IV, non-federally regulated wetlands less than four thousand square feet that meet all of the following criteria:
 - (1) Are not associated with riparian areas or their buffers;
 - (2) Are not associated with shorelines of the state or their associated buffers;
 - (3) Are not part of a wetland mosaic;
 - (4) Do not score six or more points for habitat function based on the Washington State Wetland Rating System for Western Washington: 2014 Update, Version 2.0 (Ecology Publication No. 23-06-009, or as revised and approved by Ecology); and
 - (5) Do not contain a priority habitat or a priority area for a priority species identified by the Washington Department of Fish and Wildlife, and do not contain federally listed species or their critical habitat.
- b. Category IV, non-federally regulated wetlands less than one thousand square feet that meet all of the above criteria and do not contain federally listed species or their critical habitat are exempt from the buffer provisions contained in this chapter.

4. The following actions may be required to provide a habitat assessment or biological assessment under EMC 19.37.520, FWHCAS – Critical Area Report Additional Requirements. If the application of this chapter would prohibit or unreasonably restrict the ability to provide necessary utilities or infrastructure improvements, a development proposal by a public agency or a utility to construct utility facilities for the conveyance of water, sewage, storm drainage, electricity, natural gas, cable or telecommunications, or the construction of streets and highways, the agency or utility may request an exception. Such a request shall be reviewed using the review process described in EMC Title 15, Local Project Review Procedures. The city may approve, or approve with modifications, such a request only when the following findings are made:

- a. The application of this chapter would prohibit or unreasonably restrict the ability to provide necessary utilities or infrastructure improvements or maintenance;
- b. There is no other reasonable alternative to the proposed development with less impact on the critical area;
- c. The proposal mitigates impacts on the critical areas;
- d. The proposal does not pose an unreasonable threat to the public health, safety, or welfare on or off the development proposal site; and
- e. The proposal is consistent with other applicable regulations and standards.

5. *Docks.* This section does not apply to areas under jurisdiction of the shoreline master program.

- a. Repair and maintenance of an existing legally established dock are permitted; provided, that all of the following criteria are met:
 - (1) There is no expansion in overwater coverage;
 - (2) There is no increase in the size and number of pilings;
 - (3) There is no use of toxic materials, such as creosote, CCA and other treated wood products;
 - (4) There is no new spanning of water between three and thirteen feet deep; and
 - (5) There is no new increase in the use of materials creating shade.
- b. New docks are permitted subject to compliance with any WDFW HPA or U.S. Army Corps of Engineers permit conditions. Piers and docks shall be located, designed and constructed so as to cause minimum interference with public use of the water surface and shoreline; to mitigate the impacts to ecological function and critical areas; to avoid or minimize impacts to views; and to cause no undue harm to adjacent properties.

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- c. New docks shall be a maximum of four feet in width and a maximum walkway width of four feet. Overwater surfaces shall be constructed of unobstructed grating which provides at least fifty percent of open surface area. Piles, floats or other parts of the structure that come in direct contact with the water shall be approved by applicable federal and state agencies for use in water and shall not be treated or coated with biocides such as paint or pentachlorophenol. Use of arsenate compounds or creosote treated members is prohibited.
- d. Only one dock shall be permitted for all lots in any short subdivision or subdivision that occurs after September 1, 2000. Such dock shall be shared between all lots in the short subdivision or subdivision.
- e. Covered overwater moorage, either fixed or floating, shall be prohibited.
- f. No dock may be located within fifteen feet of an interior lot line, unless shared with the owner of the adjacent lot, in which case no setback is required.
- g. No residential lot shall have more than one dock.
- h. No dock shall exceed four feet in width, twenty-five feet in length or five feet in height above the ordinary high water mark on the landward side.

6. *Reasonable Use Exception.* This section does not apply to areas within jurisdiction of the shoreline master program.

a. Nothing in this chapter is intended to preclude reasonable economic use of property as set forth in this title. If the requirements of this chapter as applied to a specific lot would deny all reasonable economic use of the lot, development will be permitted if the applicant demonstrates all of the following to the satisfaction of the planning director:

- (1) There is no other reasonable use or feasible alternative to the proposed development with less impact on the critical area; and
- (2) The proposed development does not pose a threat to the public health, safety and welfare on or off of the subject lot; and
- (3) Any alterations permitted subject to the requirements of this chapter shall be the minimum necessary to allow for reasonable use of the property; and
- (4) The inability of the applicant to derive reasonable economic use of the property is not the result of actions by the applicant in subdividing the property or adjusting a boundary line, thereby creating the undevelopable condition after January 13, 1990; and
- (5) The proposal mitigates the impacts on the critical areas and buffers to the maximum extent possible.

b. *Reasonable Use Decision Process.* Whenever an applicant for a development proposal submits a reasonable use proposal to the planning director, the submittal shall

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include the following information which will be used to evaluate the criteria for reasonable use exception:

- (1) The location, size, and description of the areas of the lot which are either critical areas, required buffers, or setbacks required by this chapter;
- (2) A description of the location and area of the lot which is within setbacks required by other standards of the zoning code;
- (3) An analysis of the minimum development necessary to achieve “reasonable economic use” of the lot, including a narrative which includes a factual basis for this determination;
- (4) An analysis of the impact that the development described in this section would have on the critical areas and buffer functions, including an analysis of impacts on fish and wildlife resources;
- (5) An analysis of whether any other reasonable use with less impact on the critical areas and buffers is possible. This must also include an analysis of whether there is any practicable on-site alternative to the proposed development with less impact, including reduction in density, phasing of project implementation, change in timing of activities, revision of lot layout, and/or related site planning considerations that would allow a reasonable economic use with less adverse impacts to the critical areas and buffers. The phasing analysis shall address whether pre-project mitigation of impacts to buffers is feasible to reduce impacts on critical areas. The analysis shall also address stormwater impacts and mitigation required by the city’s stormwater management regulations;
- (6) A design of the proposal so that the amount of development proposed as “reasonable economic use” will have the least impact practicable on the critical areas;
- (7) An analysis of the modifications needed to the standards of this chapter to accommodate the proposed development;
- (8) A description of any modifications needed for the required front, side and rear setbacks, building height, and landscape widths to provide for a reasonable use while providing protection to the critical areas;
- (9) A description of the proposed enhancement/restoration of the critical area and buffer necessary to result in no net loss of function to the maximum extent feasible;
- (10) Such other information as the planning director determines is reasonably necessary to evaluate the issue of reasonable economic use as it relates to the proposed development.

c. *Reasonable Use Administrative Modification.* If, in order to provide reasonable economic use, the standards of this title need to be modified, the planning director is authorized to grant an administrative modification to the standards of this title in accordance with the following:

- (1) If a reasonable economic use of a lot cannot exist without modification of the required front, side and/or rear setbacks, building height, and/or landscape widths, the planning director is authorized to administratively modify such standards only to the extent necessary to provide for a reasonable economic use of the lot while providing greater protection to the critical areas than if the standard were met;
- (2) If a reasonable economic use of a lot cannot exist without a reduction of the buffers of the critical areas, the planning director is authorized to administratively permit a reduction in the buffers only to the extent necessary to provide for a reasonable use of the lot. Where buffer reduction is permitted, enhancement/restoration of the buffer and/or critical area must be provided so that mitigation results in no net loss of critical area and buffer functions to the maximum extent feasible; or
- (3) If a reasonable economic use of a lot cannot exist by means of either subsection (B)(6)(c)(1) or (2) of this section, then the planning director is authorized, using the review process described in EMC Title 15, Local Project Review Procedures, to administratively grant a transfer of development rights in addition to subsection (B)(6)(c)(1) or (2) of this section, or in lieu of them. For purposes of this section, "transfer of development rights (TDR)" means that the city severs the development rights from the fee interest and permits the owner of the restricted property to either transfer an authorized portion of the development rights in that property to another lot owned by the restricted party in accordance with the following provisions, or permits the owner of the restricted property to sell an authorized portion of the rights to owners of land who can use the authorized development rights in accordance with the following:

(A) *Neighborhood Residential Zones.* The number of dwelling units allowed under a reasonable use determination for any residential development may be transferred to a neighborhood residential or neighborhood residential-constrained zone; provided, that the number of dwelling units allowed to be transferred to the receiving site shall not exceed the lesser of:

- (i) The number of dwelling units which the planning director determines to be the minimum necessary to allow for reasonable economic use of the restricted property; or
- (ii) The number of dwelling units that would be allowed on the receiving site with an assumed twenty percent increase in lot size. In approving a transfer of development rights to the

receiving site in a Neighborhood Residential zone, the planning director shall have the authority to allow for a reduction of the minimum lot area allowed by the zone in which the receiving site is located by not more than twenty percent. The director shall have the authority to reduce the required lot width and depth by not more than twenty percent. All dwelling units on such lots shall be one-unit dwellings.

(B) *Urban Residential Zones.* The amount of development transferred to the receiving lot shall be limited only by all other requirements of this title applicable to the use zone in which the receiving lot is located (building height, off-street parking, setbacks, multiple-family development standards, etc.), excluding maximum permitted density.

(C) *Mixed-Use and Industrial Zones.* The amount of development transferred to the receiving lot shall not exceed that which can be accommodated by allowing an increase of permitted height on the receiving lot of not more than fifteen feet. All other requirements of the use zone in which the receiving lot is located shall be applicable to the transferred development.

d. All other requirements of this chapter shall apply to the subject property, including but not limited to submittal of mitigation plans, monitoring reports, and assurance devices, installation of fencing and signs, and recording of protective covenants.

19.37.060 PERMITTED AND ALLOWED USES AND ACTIVITIES

A. Uses permitted on lots containing or adjoining critical areas shall be the same as those permitted in the use zone in which the lot is located. Each use shall be evaluated in accordance with the review process required for the proposed use in the use zone in conjunction with the requirements of this chapter and other city, state, and federal regulations. The permitted and allowed uses listed in this section may not be exempted from other state or federal regulations or permit requirements and may not degrade a critical area or ignore risk from natural hazards. Any damage to, or alteration of, a critical area or an associated buffer of the activity shall be restored, rehabilitated, or mitigated at the expense of the property owner. Soil stabilization and erosion control shall be completed immediately after vegetation removal. Unless otherwise specified below, other restoration or rehabilitation shall be completed within 60 days of the damage or alteration, unless otherwise approved by the planning director.

B. The following uses/activities are permitted in critical areas and their buffers subject to the review process listed in EMC Title 15:

1. Minor utility construction projects. The placement of a utility pole, street sign, anchor, vault, or other small component of a utility facility that disturbs less than one hundred square feet of critical area and buffer, provided such projects are constructed using best management practices to avoid and minimize impacts to critical areas and buffers, subject to the following conditions:

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- a. The activity does not impact a Type F stream or a category I wetland and complies with other provisions of this chapter; and
 - b. The activity is designed and implemented in accordance with mitigation sequencing per EMC 19.37.100 to achieve no net loss of critical area functions and values.
2. Buffer management, as defined in this title, when approved by the planning director and all agencies with jurisdiction.
3. Select vegetation removal activities. The following vegetation removal activities are permitted:
 - a. *Pruning*. Pruning is limited to trimming, limbing, thinning, windowing, and skirting in a manner consistent with this subsection.
 - (1) A permit is required to prune trees in critical areas. Prior to pruning, trimming, limbing, thinning, windowing, and/or skirting:
 - (A) The applicant shall submit a pruning report by a certified arborist and have all work be performed under the direction of a certified arborist.
 - (B) The applicant, in lieu of the above and an application fee as determined by the planning director, shall:
 - (i) Submit a plan showing the location of the proposed work, using aerial photos or a site plan that accurately depicts the location of trees to be pruned;
 - (ii) Submit photos of the trees to be pruned, a description of the portions of the tree to be removed by pruning, and documentation that the trees are located on property owned by the applicant;
 - (iii) Sign a declaration stating that they have read and understand, and will comply with, the applicable city regulations;
 - (iv) Submit photos of the trees that were pruned after the work is completed.
 - (C) The city shall review and issue the tree pruning permit upon submittal of a complete application that demonstrates the proposal complies with all applicable requirements.
 - (D) The city shall conduct a site inspection upon completion of the work or any time thereafter if the work was done without a certified arborist to determine that the work has been conducted in accordance with city regulations.

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- (2) Pruning must adhere to the ANSI A300 Tree Care Standards
- (3) Pruning shall not result in the removal of more than thirty-three percent of the tree's crown.
- (4) Pruning shall not include topping of trees unless underneath power lines.
- (5) Pruning activity shall not result in any soils disturbance on the site.
- (6) A tree that is an active nest site for a species of local or state importance or provides critical habitat such as an eagle perch, or other listed threatened or endangered species, shall not be pruned.
- (7) Topping trees or pruning trees in excess of thirty-three percent is considered a nonhazardous tree removal activity and therefore must comply with subsection B.3.c of this section.
- (8) Once a tree is permitted to be pruned, it may be continued to be pruned but may not be pruned beyond thirty-three percent of the tree's original crown.

b. *Hazard tree removal with replanting.* The removal of hazard trees from critical areas and required buffers subject to the replanting of native trees to maintain critical area and buffer functions. Hazard trees are those trees that pose a threat to public safety, or pose an imminent risk of damage to private property.

- (1) The director may determine that a tree or trees pose an apparent hazard or threat to public safety and approve their removal. The director may require, at the owner's cost, a tree risk assessment and recommendation from a certified arborist, registered landscape architect or professional forester that:
 - i. Identifies the trees proposed to be removed
 - ii. Concludes the tree condition constitutes a hazard to life or property
 - iii. Assesses the feasibility of snag retention
 - iv. Evaluates if trees to be removed provides priority habitat
 - v. Provides location and species of replacement trees
- (2) Where hazards can be eliminated without complete removal of the tree, the director may require that a wildlife snag remain in the critical area or required buffer.
- (3) Where tree removal is necessary, the landowner shall provide replacement trees as recommended by the assessment or at a ratio of two native trees for every tree removed. Trees shall be placed at a location approved by the director to avoid future tree hazards and in accordance with an approved restoration plan within one year of removal.
- (4) If a tree to be removed provides priority habitat, including eagle nests, a qualified professional shall be consulted to determine timing and methods of removal that will minimize impacts. The qualified professional's report shall be

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circulated to agencies with expertise for review and comment prior to approval by the director.

(5) If a tree to be removed is located within a geologically hazardous area, the planning director may require submittal of a geotechnical report documenting the impact on the property, including recommendations for replanting and other measures to avoid adverse impacts to slope stability.

(6) Unless otherwise provided, or as a necessary part of an approved alteration, mitigation, or buffer management plan, removal of any vegetation or woody debris from a wildlife habitat conservation area or wetland, or required stream or wetland buffer, shall be prohibited.

(7) The city may require that a hazard tree assessment or tree risk assessment be completed, and that hazard trees be removed from buffers, and trees replanted in accordance with the requirements of this chapter prior to final approvals for a development proposal.

c. *Nonhazardous tree removal with replanting.* Except as allowed under subsection B.2 of this section, the planning director, using the review process described in EMC Title 15, Local Project Review Procedures, may allow up to a maximum of ten percent of all nonhazardous trees within the outer half of a critical area buffer to be removed. Removal of nonhazardous trees must comply with the following requirements:

(1) Proposals to remove nonhazardous trees shall include a planting plan prepared by a qualified professional biologist, arborist, or forester unless waived by the planning director. The plan must show the number, size, and type of plants to be planted and where the plants will be located. The plants should be placed in an area within the buffer that will be most beneficial to the stream or wetland and an area where future cutting will not be necessary. A minimum of three, three- to five-gallon native trees of different varieties must be planted for every tree to be removed unless it would create an overcrowded situation in which case the planning director can reduce this ratio or allow shrubs to be planted as an alternative. On geologically hazardous slopes, the tree size shall be a minimum of two gallons or if bareroot an equivalent size. The planning director shall have discretion to reduce the number of trees to be cut if the proposed plan fails to replace over the long term the loss of functions and values of the buffer that may result from the cutting of trees. A tree inventory is required with the tree type and size shown on a site plan unless waived by the planning director. Only trees greater than a six-inch diameter at breast height within the outer half of the critical area buffer can be counted unless the trees to be removed are less than six-inch diameter at breast height.

(2) Tree removal is limited to once every five years.

(3) A tree that is an active nest site for a species of local importance including bald eagles, or provides critical habitat, shall not be cut.

(4) If the buffer's edge has not been delineated and cannot be determined by the city, a wetland or stream buffer delineation will be required.

(5) If the trees to be removed are on a geologically hazardous slope, a geological assessment letter or geotechnical report is required unless waived by the planning director. A geologically hazardous covenant must be recorded prior to tree cutting.

(6) Tree stumps must not be removed and all wood debris must be left within the buffer unless otherwise recommended by a biologist or geologist. A minimum of twenty-five percent of cut trees shall be left as snags approximately twenty feet tall unless within striking distance of structures, yards, or trails.

(7) Where the stump of a big-leaf maple or other tree with a similar growth habit that has been approved for removal remains in the buffer, branches that sprout from the stump may be removed annually.

(8) Prior to cutting, all trees to be cut must be marked, all required replacement plants must be on the property ready to be planted, and a critical areas covenant must be recorded. The replacement plants must be planted prior or immediately after the trees have been cut and placed in an area within the buffer that will be most beneficial to the stream or wetland.

(9) A survey may be required if trees are to be removed near any lot line.

(10) *Forest Practices*. Where applicable, applications for tree removal shall also include a city of Everett timber harvest application and include an estimate of the number of board feet to be cut.

(11) Planting of additional trees beyond what is required in this section or buffer enhancement may be required if trees have been cut without planning director approval.

d. *Weed Removal*. The removal of Class A, B, and C noxious weeds on the Washington State Noxious Weed List in conjunction with a mitigation plan or buffer management plan approved by the director. Unless otherwise specified in an approved mitigation or buffer management plan, weed removal is limited to hand weeding with light equipment that will not compact soil. Plants that are on the Washington State Noxious Weed Control Board list of noxious weeds should be handled and disposed of according to a noxious weed control plan appropriate to that species. Re-vegetation with appropriate native species to achieve natural densities is required in conjunction with removal of invasive plants.

4. *Public and private pedestrian paths and trails*. Public and private pedestrian trails, including interpretive signage, overlooks, and benches, may be permitted subject to the following criteria and designed in accordance with an approved critical area report:

a. The trail or path shall not be permitted when critical area functions will be substantially degraded, shall be designed to minimize impacts to the critical area and its buffer.

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b. The trail or path shall be located on the outer twenty-five percent of the buffer, except for areas which provide for public viewpoints of the critical area or educational opportunities, and which are designed to minimize the footprint of the trail/path within the critical area or its buffer.

c. Stream crossings shall avoid adverse impacts to water quality or flow.

d. The width of trails shall be the minimum necessary. Critical area and buffer widths shall be increased, where possible, equal to the width of the trail corridor including disturbed areas.

e. The proposal must comply with the report requirements of this chapter.

f. The trail surface shall meet all other requirements including all applicable water quality standards. The trails should be one hundred percent porous to the maximum extent feasible. Raised boardwalks with non-treated pilings are allowed.

g. Trails proposed to be located in landslide or erosion hazard areas shall be constructed in a manner that does not increase the risk of landslide or erosion and in accordance with an approved geotechnical report.

h. Public and quasi-public trails shall include interpretive signs identifying the critical area and buffer specific to the site.

5. *Stormwater facilities.* Stormwater facilities and conveyance systems may be allowed in stream and wetland buffers, provided no other location is feasible, the location of such facilities will not degrade the functions or values of the critical area, and subject to the following criteria:

a. Stormwater ponds and vaults are not permitted in wetland or stream buffers.

b. Stormwater low-impact development and vegetative flow paths from level spreaders may be allowed in the outer 25 percent of the stream and wetland buffers only if the applicant demonstrates that no feasible alternative on-site location exists and the project would not adversely affect the stream flow or the function or values of the wetland, stream, and associated buffer. The following may be required:

i. Vegetated stormwater Low Impact Development Best Management Practices such as dispersion, infiltration, or constructed wetlands planted with appropriate native vegetation and trees are allowed without buffer averaging requirements;

ii. All requirements of the City's currently adopted Stormwater Management Manual are met;

iii. The facilities are not located in a fish and wildlife habitat conservation area, wetland, or associated buffer used by species listed as endangered or threatened by the State or Federal government or containing critical or outstanding actual habitat of those species, and considers alternative construction timing to minimize impacts in areas with heron rookeries or raptor nesting trees; and

iv. Stormwater Low Impact Development Best Management Practices construction and maintenance protects the stream and stream buffer and is aligned to avoid cutting trees greater than 12 inches in diameter at breast height, when practical

c. For Type Np and Ns streams and category III, and IV wetlands, the planning director may grant an exception to the outer twenty-five percent limitation when the applicant demonstrates that the project would significantly increase wetland or stream function and would not substantially alter stream or wetland hydrology. Additional analysis demonstrating a proposed significant increase in wetland and/or stream function as measured by the Western Washington Wetland Rating System is required to be prepared by a qualified professional and submitted for review prior to authorization.

19.37.070 GENERAL PROVISIONS FOR NONCONFORMING STRUCTURES AND IMPROVEMENTS IN CRITICAL AREAS AND BUFFERS

The following establishes provisions for nonconforming structures and improvements located within critical areas or their buffers within Everett's jurisdiction. In a critical areas context, nonconforming structures and improvements are those legally established structures and improvements which met all local, state, and federal regulations in effect at the time of construction but would otherwise require additional critical area review and approval under current requirements.

A. General Provisions

1. Nonconforming structures and improvements may remain, be maintained, repaired, and replaced in accordance with this chapter.
2. Nonconforming structures and improvements may be expanded only as permitted by EMC 19.37.050.
3. Lawns and nonnative vegetation may be maintained, but not expanded, within buffers or critical areas.
4. All activities or developments using the provisions of this section shall demonstrate how the proposal follows mitigation sequencing in EMC 19.37.100, and shall describe the proposed use of any applicable best management practices.
5. Except for upper floor expansions not increasing a development footprint, the provisions of subsections (C) and (D) of this section may each be used one time for the subject property and may be used in combination. Any development application utilizing these provisions shall clearly document how the proposal meets these provisions.

B. Maintenance and Repair of Nonconforming Structures

1. A nonconforming structure may be maintained, repaired, or internally modified provided that the work does not increase the structure footprint or impervious area.

C. Reconstruction of Existing Nonconforming Structures

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1. An existing nonconforming structure may be reconstructed as repair, reconstruction, or due to destruction or damage to any extent by fire or other casualty not intentionally caused by the owner; provided, that: there is no expansion of the existing footprint or increase of impervious area, including decks, patios or other improvements; there is no expansion of exterior walls; there is no increase in the nonconformity; and reconstruction is built on the existing foundation.
2. For a nonconforming structure destroyed or damaged to any extent by fire or other casualty not intentionally caused by the owner, a structure may be reconstructed on the existing foundation, or a new foundation may be built in the same location or further from the critical area.
3. In case of casualty damage or destruction, the following is required:
 - a. A complete building permit application shall be properly filed within one (1) year of such fire or other casualty or the nonconformance shall be considered to be terminated and shall not be replaced in its prior nonconforming location; and
 - b. Rebuilding of the nonconforming structure shall be substantially complete within four (4) years of the date of the damage or the nonconformance shall be considered to be terminated and shall not be replaced in its prior nonconforming location; and
 - c. Documentation showing the date of the damage, the location, and dimensions of the damaged structure, and cause of the damage shall be submitted to the planning department for review and confirmation.
 - d. If a nonconforming structure which has no permanent foundation is destroyed and the foundation's location cannot be verified by the planning department, then any new construction shall comply with the requirements of this chapter, excluding this section.

D. Expansion of Nonconforming Structures

1. An expansion of a nonconforming structure that increases the footprint, impervious area, or size of the structure, including new upper floors, is permitted if the expansion or any other change to the structure is outside of the critical area, critical area buffer, and any associated setbacks.
2. Additional upper floors may be added to a nonconforming structure above the ground floor if they do not encroach into the critical area, its buffer, or any associated setback any further than the exterior walls of the existing nonconforming structure.
3. Nonconforming structures and improvements may be expanded within critical areas or buffers only as permitted by EMC 19.37.050.

ARTICLE I. CRITICAL AREA REVIEW PROCEDURES

19.37.100 MITIGATION SEQUENCING

A. To realize critical area preservation goals, the city will require applicants demonstrate application of mitigation sequencing in accordance with WAC 197-11-768:

1. Avoid impact altogether by not taking a certain action or parts of an action;
2. Minimize impact by limiting the degree or magnitude of the action and its implementation by using appropriate technology or by taking affirmative steps to avoid or reduce impact;
3. Rectify the impact by repairing, rehabilitating or restoring the affected critical areas;
4. Reduce or eliminate the impact over time by preservation and maintenance operations during the life of the actions;
5. Compensate for the impact by replacing, enhancing, or providing substitute wetland areas and environments;
6. Monitor the impact and take appropriate corrective measures.

19.37.110 CRITICAL AREA REPORTS—GENERAL

A. *Supporting Information.* All land uses and developments proposed on or adjacent to critical areas and their buffers shall include studies which describe the environmental conditions of the site. No activity, including clearing, filling or grading, shall be permitted until the information required by this section is reviewed and approved by the city. Such studies shall be prepared by a qualified professional, who shall prepare the studies in accordance with the requirements of this chapter to the satisfaction of the planning department. The city may retain consultants at the applicant's expense to assist the review of studies and/or conduct site evaluations which are outside the range of staff expertise. The planning director is authorized to develop and maintain a detailed list of required study contents.

B. *When a Critical Area Report Is Required.* A critical area report is required when a proposed development is located within three hundred feet of a documented or suspected critical area (or two hundred feet from a potential geologically hazardous area). The city may waive the requirement for a critical area report in the following circumstances on a case-by-case basis:

1. The critical area was previously documented by a study and the city has determined the proposed development would not impact the critical area(s) or associated buffers; or
2. There is existing legally established development located between the critical area and the proposed development site and any required buffers on the site would be ineffective.

Table 37.1: Critical Area Reports—Summary

Document/Report Type	When Required	Notes:
Geological Assessment Letter	Potential geologically hazardous area exists on or within 200 feet of the proposed project area	Reconnaissance study; see EMC 19.37.220

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Document/Report Type	When Required	Notes:
Geological Report	An active geologically hazardous area exists on or within 200 feet of the proposed project area	Detailed study; see EMC 19.37.220
Critical Area Delineation Report	Wetland, stream or lake on site or within 300 feet	Identifies and maps critical areas and buffers
Wetland or Stream Mitigation Plan	Alteration or fill of wetlands, streams or buffers	Includes monitoring and contingency elements
Biological Assessment for Threatened or Endangered Species	Development within “protected area” or “special flood hazard area”	Per biological opinion by NMFS for development within 100-year floodplain. See EMC 19.37.520
Habitat Assessment	Potential impacts on regulated threatened/endangered species	Can apply to either terrestrial or aquatic habitat. See EMC 19.37.520.
Habitat Management Plan	Provided with a habitat assessment when a development is proposed on or adjacent to a “habitat of primary association” for fish and wildlife habitat conservation area	See EMC 19.37.520
Monitoring Report	After completion of enhancement or mitigation work within critical areas and/or buffers	Provided post-development

19.37.120 CRITICAL AREA REPORTS—PROFESSIONAL QUALIFICATIONS AND GENERAL REPORT CONTENT

A. General Requirements for All Critical Area Reports.

1. *Preparation by a Qualified Professional.* A critical area report shall be prepared by a qualified professional . The qualifications of the qualified professional who prepared the report shall be included in the report. The accuracy of the report shall be certified by the professional who is the principal author of the report. The director shall have the authority to hire an outside consultant at the applicant’s expense to review plans when the city has concerns about the accuracy or completeness of the report or plan.

2. *Report Content.* The written report (and the accompanying plan sheets and map figures) shall contain all of the following information, at a minimum:

- a. The name and contact information of the applicant; the name, qualifications, and contact information for the primary author(s) of the critical area report;
- b. A description of the proposal and proposal location including tax parcel numbers of the subject property;
- c. Documentation of any fieldwork performed on the site, including delineation worksheets, figures, function assessments, soil logs, baseline hydrologic data, date and time of site evaluation, etc.;

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- d. Identification, characterization, and if applicable wetland rating of all critical areas, water bodies, shorelines, and buffers on or within 300 feet of the proposed project area, including a description of all methodology with references;
- e. A statement specifying the accuracy of the report and all assumptions made and relied upon;
- f. A description of the proposed actions including an estimation of acreages of impacts to critical areas and buffers based on the field delineation;
- g. An assessment of the probable direct, indirect, and cumulative impacts to the critical areas and buffers resulting from the proposed development, including short-term and long-term impacts to critical area functions and values within and adjacent to the site;
- h. A narrative and supporting information describing how the applicable steps of the mitigation sequence of EMC 19.37.100 are proposed to be applied;
- i. A description of measures taken to protect and enhance existing habitat connections with other natural areas;
- j. Scaled drawings of all critical areas and buffers within 300 feet of the proposal, areas of impact to critical areas and buffers, grading and clearing limits, and other project and site-specific information as determined necessary by the planning director;
- k. Dimensions of all buffers and distances between critical areas and existing and proposed structures and lot lines.

19.37.130 CRITICAL AREA REPORTS—ALTERNATIVE BEST AVAILABLE SCIENCE ANALYSIS

The planning director may, using the review process described in EMC Title 15, Local Project Review Procedures, authorize a modification to the standards in this chapter as follows:

- A. An applicant must submit a critical area study by a qualified professional that documents that the proposed development design/standards will result in a net improvement of the functions of the critical area over that which would be obtained by applying the standard prescriptive measures contained in this chapter. The study must address best available science as it relates to the critical area functions.
- B. The study must be circulated to appropriate state and federal resource agencies for review and comment opportunity prior to planning director authorization.
- C. The development design/standards may include, but are not necessarily limited to, measures prescribed in an approved watershed conservation plan or other similar conservation plan that addresses critical areas protection consistent with this section.
- D. The proposed design/standards must not be materially detrimental to the public welfare or injurious to property or improvements in the vicinity and zone in which the subject property is located.

19.37.140 SETBACKS, FENCING, SIGNS, AND OTHER PROTECTIVE MEASURES

A. *General Requirements.* Storage of building materials, junk and other items is not permitted within critical areas or buffers. All construction staging areas must be shown on approved plans and be located outside of critical areas and buffers.

B. *Setbacks from Buffers.* To maintain the integrity of the buffer, principal buildings shall be set back a minimum of ten feet from the edges of all critical area buffer boundaries. All other structures and improvements shall maintain a setback of five feet from the edge of the buffer.

C. *Fencing and Other Protection Mechanisms.* Except for utility and road projects, the city shall require that any development proposed on a lot which contains or adjoins a critical area provide a fence or other structural protection along the outer edge of a buffer to minimize encroachment and disturbance. Fencing shall be split-rail or an alternative approved by the planning director. Fencing must be installed in a manner that allows continuous wildlife movement.

D. *Signs.* The city may require the applicant to provide informational signs in conspicuous locations approximately 50 feet apart on a fence marking the buffer to identify the importance of maintaining the critical area and buffer in a clean and undisturbed condition. Such signs shall meet the requirements for incidental signs as specified in Chapter 19.36.

E. *Protection of Significant Trees within Buffers (Evergreens at Least Eight-Inch Diameter at Breast Height).* If ~~Heritage Trees~~ and evergreen trees at least eight-inch diameter at breast height are identified on the outer edge of the buffer such that their drip line extends beyond the buffer edge, the following tree protection requirements must be followed:

1. A tree protection area shall be designed to protect each tree or tree stand during site development and construction. Tree protection areas may vary widely in shape, but must extend a minimum of five feet beyond the existing tree canopy area along the outer edge of the drip line of the tree(s), unless otherwise approved by the department.
2. Tree protection areas shall be added and clearly labeled on all applicable site development and construction drawings submitted to the department.
3. Temporary construction fencing at least thirty inches tall shall be erected around the perimeter of the tree protection areas prior to the initiation of any clearing or grading. The fencing shall be posted with signage clearly identifying the tree protection area. The fencing shall remain in place through site development and construction.
4. No clearing, grading, filling or other development activities shall occur within the tree protection area, except where approved in advance by the department and shown on the approved plans for the proposal.
5. No vehicles, construction materials, fuel, or other materials shall be placed in tree protection areas. Movement of any vehicles within tree protection areas shall be prohibited.
6. No nails, rope, cable, signs, or fencing shall be attached to any tree proposed for retention.

7. The department may approve the use of alternate tree protection techniques if an equal or greater level of protection will be provided.

19.37.150 CONSTRUCTION PLAN REVIEW

A. *Construction Plans.* Construction plans necessary to implement requirements of the detailed mitigation plan shall be provided prior to issuance of construction permits. Plans shall include the proposed construction sequencing and timing; surface and subsurface hydrologic conditions, including proposed hydrologic regimes for compensatory mitigation areas; grading and excavation details, erosion and sediment control measures; a planting plan specifying plant species, quantities, location, size, spacing, density, proper placement, fertilization standards, and provisions for temporary irrigation systems.

B. The planning director may require construction monitoring by a qualified professional during alteration activities within or adjacent to critical areas or buffers to ensure approved design recommendations are implemented. When such services are deemed necessary by the planning director, they shall be at the applicant's expense.

19.37.160 ASSURANCE DEVICES

The city shall require performance or maintenance assurance devices in accordance with Chapter 19.40 to ensure compliance with this chapter and adequate protection and maintenance of critical areas and buffers.

19.37.170 TITLE NOTIFICATION

A notice on real property title is required as a condition of permit issuance or project approval when a permit or development application is submitted for development on any property containing critical areas or buffers. The purpose is to inform subsequent purchasers of real property of their existence.

A. *Critical Area Covenants.* Except as provided for below, the city shall require that all features classified as critical areas by this chapter and their buffers, including fish and wildlife habitat conservation areas and geologically hazardous areas, be placed in critical area protective covenants. Covenants shall not be required for:

1. Utility and road projects in public rights-of-way.
2. Utility and road projects on private easements where the proponent does not own the land.
3. Any development within the special flood hazard area will require a notice on title that the property contains land within the riparian habitat zone and/or special flood hazard area.

B. *Critical Area Tracts.* The city may require that any area classified as a critical area and its buffer be placed in a permanent separate tract, rather than included in the protective covenant. A tract shall be required when the proposal includes a short subdivision or binding site plan. Such a tract shall remain in the same ownership as the parcel it was segregated from; placed into undivided common ownership of all lots within a proposed subdivision, short subdivision, or binding site plan; or dedicated to a public agency which is willing to accept the tract for long-term management of the protected resource.

C. *Notice on Title.* The owner of any property on which a development proposal is submitted shall file with the Snohomish County auditor a notice approved by the planning department, which shall provide notice in the public record of the presence of the critical area covenant or tract, the application of this chapter to the property, and that limitations on actions in or affecting such areas may exist. The applicant shall submit proof that the notice has been filed for record before the city may approve any development proposal on the site. The notice shall run with the land, and failure to provide such notice to any purchaser prior to transferring any interest in the property is a violation of this chapter.

19.37.180 UNAUTHORIZED CRITICAL AREA ALTERATIONS

A. Unauthorized Alterations.

1. Critical areas and associated buffers regulated by this chapter which have been illegally altered may be developed in accordance with the requirements of this title; provided, that all critical areas and buffers which were illegally altered shall be considered critical areas and buffers and shall be regulated in accordance with the requirements of this chapter. Any proposal to develop on a lot which contains a critical area or buffer that has been illegally altered shall be reviewed by the planning director using the review process described in EMC Title 15, Local Project Review Procedures.
2. . Any illegal alteration of a critical area or buffer which is not proposed for development as allowed by this chapter shall be restored to a condition which is equivalent or superior to its prior natural condition to the extent that such condition can be determined.
3. Legal alterations are those alterations to critical areas and buffers that were in conducted in accordance with all local, state, and federal regulations in effect at the time of the alteration.

19.37.190 ENFORCEMENT—RESTORATION PLANS

- A. Any person, firm, corporation, or association or any agent thereof who violates any provision of this chapter shall be subject to the enforcement provisions of Chapter 1.20 EMC and this title.
- B. *Restoration of Impacts Required.* Any unauthorized impacts on a critical area feature or buffer will require restoration of the affected area to an equivalent or improved condition prior to the violation occurring. A restoration plan must be consistent with the requirements of this chapter and a public works permit may be required by the city. If an equivalent or improved condition cannot be provided, the violator shall be subject to a fine in an amount equal to the value of the damage to the portion of the critical area that cannot be restored, determined using best available methods of calculating the value of vegetation, land and water resources, including but not limited to the evaluation methods of the International Society of Arboriculture. In addition to the authority of the city's code enforcement officer to impose penalties pursuant to Chapter 1.20 EMC, the code enforcement officer may impose the fine described in this section as applicable.
- C. Restoration plans shall include, but not be limited to, the replacement of all improperly removed vegetation with approved species such that the biological and habitat values will be replaced to an equivalent or improved condition, improper fill removed and slope stabilized. Studies by a qualified professional shall be submitted to determine the conditions which were likely to exist on the lot prior to the illegal alteration.

D. Restoration shall also include installation and maintenance of interim and emergency erosion control measures until such time as the restored ground cover and vegetation reach sufficient maturation to function in compliance with the performance standards adopted by the city.

E. The city shall stop work on any existing permits and halt the issuance of any or all future permits or approvals for any activity which violates the provisions of this chapter until the property is fully restored in compliance with this chapter and all penalties are paid.

F. Notwithstanding the other provisions provided in this chapter, anything done contrary to the provisions of this chapter or the failure to comply with the provisions of this chapter is declared to be a public nuisance.

ARTICLE II. GEOLOGICALLY HAZARDOUS AREAS

19.37.200 GEOLOGICALLY HAZARDOUS AREAS – DESCRIPTION AND PURPOSE

A. In accordance with WAC 365-190-120, geologically hazardous areas include areas susceptible to erosion, sliding, earthquake, tsunami, or other geological events. They pose a threat to the health and safety of citizens when incompatible commercial, residential, or industrial development is sited in areas of significant hazard.

B. The purposes of geologic hazard area regulations is to avoid and minimize potential impacts to life and property from geologic hazards, conserve soil resources, avoid and minimize impacts of erosion and landslide hazards on wetlands and important wildlife habitats and species not caused by natural geologic processes, and minimize damage to property and structures due to landslides, seismic hazards, or other naturally occurring events. This purpose shall be accomplished through appropriate levels of study and analysis, application of sound engineering principles, and regulation or limitation of land uses, including maintenance of existing vegetation, regulation of clearing and grading activities, and control of stormwater. Elimination of all risk from geologically hazardous areas is not feasible to achieve, but the purpose of this article is to reduce this risk to acceptable levels.

19.37.210 GEOLOGICALLY HAZARDOUS AREAS – DESIGNATION AND MAPPING

A. *Designation.* The following geologically hazardous areas shall not be altered except as otherwise provided by this chapter:

1. Landslide hazard areas:

a. Those areas defined as high and very high/severe risk of landslide hazard in the Dames and Moore Methodology for the Inventory, Classification and Designation of Geologically Hazardous Areas, City of Everett, Washington: July 1, 1991, or as revised through best available science:

(1) Very high/severe: slopes greater than fifteen percent in the Qtb, Qw, and Qls geologic units; and slopes greater than fifteen percent with uncontrolled fill.

(2) High: slopes greater than forty percent in all other geologic units (not Qtb, Qw, and Qls or uncontrolled fill).

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b. Those areas defined as medium risk of landslide hazard in the Dames and Moore Methodology for Inventory, Classification and Designation of Geologically Hazardous Areas, City of Everett, Washington: July 1, 1991, or as revised through best available science, when combined with springs or seeps, immature vegetation, and/or no vegetation:

(1) Slopes less than fifteen percent for Qtb, Qw, and Qls geologic units and uncontrolled fill.

(2) Slopes of twenty-five percent to forty percent in all other geologic units.

c. Those areas mapped by the Washington Geological Survey as identified in “Landslide inventory of portions of Snohomish County, Washington: Washington Geological Survey Report of Investigations” (Mickelson, et al., 2022) and per landslide maps maintained by Washington Department of Natural Resources.

d. Any area with all three of the following characteristics:

(1) Slopes greater than fifteen percent; and

(2) Hillsides intersecting geologic contacts with a relatively permeable sediment overlying a relatively impermeable sediment or bedrock; and

(3) Springs, ground water seepage, or saturated soils.

e. Any area which has shown movement during the Holocene epoch (from ten thousand years ago to the present) or which is underlain or covered by mass wastage debris of that epoch.

f. Any area potentially unstable as a result of rapid stream incision, stream bank erosion or undercutting by wave action.

g. Areas of historic failures, including areas of unstable, old and recent landslides or landslide debris within a head scarp, and areas exhibiting geomorphological features indicative of past slope failure, such as hummocky ground, slumps, earthflows, mudflows, etc.

h. Any area with a slope of forty percent or steeper and with a vertical relief of fifteen or more feet, except those manmade slopes created under the design and inspection of a geotechnical professional, or slopes composed of consolidated rock.

i. Areas that are at risk of landslide due to high seismic hazard.

j. Areas that are at risk of landslides or mass movement due to severe erosion hazards.

2. Seismic/liquefaction hazard areas:

a. Those areas mapped as seismic/liquefaction hazards per the Dames and Moore Methodology for the Inventory, Classification and Designation of Geologically Hazardous

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Areas, City of Everett, Washington: July 1, 1991, or as revised through best available science.

b. Those areas mapped as high and moderate to high liquefaction susceptibility on the Liquefaction Susceptibility Map of Snohomish County, Washington, Washington State Department of Natural Resources, Palmer, Stephen, et al., September, 2004.

3. Erosion hazard areas:

a. Those areas defined as high and very high/severe risk of erosion in the Dames and Moore Methodology for the Inventory, Classification and Designation of Geologically Hazardous Areas, City of Everett, Washington: July 1, 1991, or as revised through best available science:

(1) High erosion hazard areas include slopes of twenty-five to forty percent in Qva and Qal geologic units; and slopes of greater than forty percent in other (not Qva or Qal) geologic units.

(2) Very high/severe erosion hazard areas include slopes of greater than forty percent in Qva and Qal geologic units.

b. Those areas defined as medium risk of erosion in the Dames and Moore Methodology for the Inventory, Classification and Designation of Geologically Hazardous Areas, City of Everett, Washington: July 1, 1991, or as revised through best available science, when they contain debris and mud flows, gullying or rifling, immature vegetation, or no vegetation:

(1) Slopes of twenty-five to forty percent in other (not Qva or Qal) geologic units.

4. Tsunami hazard areas:

a. Tsunami hazard areas include coastal areas and shoreline areas susceptible to flooding, inundation, debris impact, and/or mass wasting as the result of coastal wave action generated by seismic events or other geologic events. Suspected tsunami hazard areas are indicated on the Tsunami Hazard Areas maps maintained by the Washington Department of Natural Resources.

5. Other areas which the city has reason to believe are geologically hazardous.

B. Mapping. The approximate location and extent of potential geologically hazardous areas are shown on maps maintained by the City of Everett and the Washington State Department of Natural Resources, as referenced in the designation descriptions, above. These maps are meant to serve as a guide for applicants, owners, and plan reviewers. However, they do not provide a conclusive or definitive indication of geologically hazardous area presence or extent. This article does not imply that land outside mapped geologically hazardous areas or uses permitted within such areas will be without risk. This chapter shall not create liability on the part of the City of Everett or any officer or employee thereof for any damages that result from reliance on this chapter or any administrative decision lawfully made hereunder.

19.37.220 GEOLOGICALLY HAZARDOUS AREAS – CRITICAL AREA REPORT ADDITIONAL REQUIREMENTS

A. Minimum Standards for Geological Assessments. A geological assessment is a site investigation process to evaluate the on-site geology affecting a subject property and contiguous properties and the extent to which geological factors may be impacted by the proposed development activity. In addition to the general critical area report requirements in EMC 19.37.100 and EMC 19.37.120, the following additional report requirements apply when assessing geologically hazardous areas.

1. A field investigation and geological assessment shall be prepared, stamped, and signed by a qualified professional to evaluate whether or not an active geological hazard area exists within two hundred feet of the site.
 - a. The geological assessment shall be submitted in the form of a Geological Assessment Letter when the qualified professional finds that no active geological hazard area exists on or within two hundred feet of the site. The Geological Assessment Letter shall meet the minimum required content listed in this chapter but may be abbreviated in form.
 - b. The geological assessment shall be submitted in the form of a Geotechnical Report when the qualified professional finds that an active geologically hazardous area exists on or within two hundred feet of the proposed project area. The geotechnical report shall meet the minimum requirements pursuant to this chapter.
2. A geological assessment shall include a field investigation and may include the use of historical air photo analysis, review of public records and documentation, and interviews with adjacent property owners or others knowledgeable about the area, etc.
3. A geological assessment shall include the following minimum information and analysis:
 - a. An evaluation of any areas on the site or within two hundred feet of the site that are geologically hazardous as set forth in EMC 19.37.210.
 - b. An analysis of the potential impacts of the proposed development activity on any geologically hazardous area. The analysis shall include information regarding any potential geological hazard that could result from the proposed development either on site or off site. For landslide hazard areas, the analysis shall consider the run-out hazard of landslide debris to the proposed development that starts upslope, whether the slope is part of the subject property or starts off site.
 - c. Identification of any mitigation measures required to eliminate potentially significant geological hazards both on the proposed development site and any potentially impacted off-site properties. When hazard mitigation is required, the mitigation plan shall specifically address how the proposed activity maintains or reduces the preexisting level of risk to the site and adjacent properties on a long-term basis. The mitigation plan shall include recommendations regarding any long-term maintenance activities that may be required to mitigate potential hazards.
 - d. The geological assessment shall document the field investigations, published data and references, data and conclusions from past geological assessments or geotechnical

investigations of the site, site-specific measurements, tests, investigations, or studies, as well as the methods of data analysis and calculations that support the results, conclusions, and recommendations.

e. A statement that the proposed project will not decrease slope stability or pose an unreasonable threat to persons or property either on or off site and provide a rationale for such conclusions based on geologic conditions and interpretations specific to the project.

f. If a landslide or erosion hazard is identified, provide minimum setback recommendations for avoiding the landslide or erosion hazard, recommendations on stormwater management and vegetation management and plantings, other recommendations for site development so that the frequency or magnitude of landsliding or erosion on or off the site is not increased, and recommendations are consistent with this article; For projects in seismic hazard areas, the report shall also include a detailed engineering evaluation of expected ground displacements, amplified seismic shaking, or other liquefaction and/or dynamic settlement effects and proposed mitigation measures to ensure an acceptable level of risk for the proposed structure type or other development facilities such as access roads and utilities;

g. The geological assessment shall contain a summary of any other information the geologist identifies as relevant to the assessment and mitigation of geological hazards.

B. Geological Assessment Review

1. Geological assessments shall be submitted to the department for review and approval as part of the integrated permit review process described in EMC Title 15, Local Project Review Procedures. The department shall review the geological assessment and either:

- a. Accept the geological assessment; or
- b. Reject the geological assessment and require revisions or additional information.

2. When the geological assessment has been accepted, the department shall issue a decision on the land use permit application as provided for in EMC Title 15, Local Project Review Procedures.

3. A geological assessment for a specific site may be valid for a period of up to five years when the proposed land use activity and site conditions affecting the site are unchanged. However, if any surface and subsurface conditions associated with the site change during that five-year period or if there is new information about a geological hazard, the applicant may be required to submit an amendment to the geological assessment.

19.37.230 GEOLOGICALLY HAZARDOUS AREAS – DEVELOPMENT STANDARDS

A. Geologically Hazardous Slope Setbacks and Slope Protection.

Exhibit B

1. *Geotechnical Assessment Requirements.* Development proposals on or within two hundred feet of any area designated as or which, based on site-specific field investigation, the city has reason to believe are geologically hazardous areas shall submit a geological assessment as required by this chapter.

2. The setback buffer requirement shall be based upon information contained in a geological assessment, and shall be measured on a horizontal plane from a vertical line established at the edge of the geologically hazardous area limits (both from the top and toe of slope). In the event that a specific setback buffer is not included in the recommendation of the geological assessment, the setback buffer shall be based upon the standards contained in Chapter 18 of the International Building Code (IBC), or as the IBC is updated and amended.

a. If the geological assessment recommends setback buffers that are less than the standard buffers that would result from application of Chapter 18 of the IBC, the specific rationale and basis for the reduced buffers shall be clearly articulated in the geological assessment.

b. The city may require larger setback buffer widths under any of the following circumstances:

(1) The land is susceptible to severe erosion and erosion control measures will not effectively prevent adverse impacts.

(2) The area has a severe risk of slope failure or downslope stormwater drainage impacts.

(3) The increased buffer is necessary to protect public health, safety and welfare based upon findings and recommendations of the geological assessment.

3. Unless otherwise permitted as part of an approved alteration, the setback buffers required by this subsection shall be maintained in native vegetation to provide additional soil stability and erosion control. If the buffer area has been cleared, it shall be replanted with native vegetation in conjunction with any proposed development activity.

4. The city may impose seasonal restrictions on clearing and grading within two hundred feet of any geologically hazardous areas.

B. *Permitted Alterations.* Unless associated with another critical area, the planning director, using the review process described in EMC Title 15, Local Project Review Procedures, may allow alteration of an area identified as a geologically hazardous area or the setback buffers specified in the IBC if an approved geotechnical report demonstrates that:

1. The proposed development will not create a hazard to the subject property, surrounding properties or rights-of-way, or erosion or sedimentation to off-site properties or bodies of water;

2. The proposal addresses the existing geological constraints of the site, including an assessment of soils and hydrology;

3. The proposed method of construction will reduce erosion potential, landslide and seismic hazard potential, and will improve or not adversely affect the stability of slopes;
4. The proposal uses construction techniques which minimize disruption of existing topography and natural vegetation, demonstrating the degree of the alteration is limited to the minimum needed to accomplish the project purpose;
5. The proposal is consistent with the purposes and provisions of this chapter and mitigates any permitted impacts to critical areas in the vicinity of the proposal;
6. The proposal mitigates all impacts identified in the geotechnical letter or geotechnical report;
7. All utilities and access roads or driveways to and within the site are located so as to require the minimum amount of modification to slopes, vegetation or geologically hazardous areas; and
8. The improvements are certified as safe as designed and under anticipated conditions by a geologist.

C. *Additional Requirements.* As part of any approval of development on or adjacent to geologically hazardous areas or within the setback buffers required by this chapter:

1. The city shall require:
 - a. Geologically hazardous areas not approved for alteration and their buffers shall be placed in a critical area protective covenant or tract as required by EMC 19.37. 170;
 - b. Any geologically hazardous area or required setback buffer that is allowed to be altered subject to the provisions of this chapter shall be subject to a covenant of notification and indemnification/hold harmless agreement in a form acceptable to the city attorney. Such document shall identify any limitations placed on the approved alterations.
2. The city may require:
 - a. The presence of a geologist on the site to supervise during clearing, grading, filling and construction activities which may affect geologically hazardous areas, and provide the city with certification that the construction is in compliance with his/her recommendations and has met with his/her approval, and other relevant information concerning the geologically hazardous conditions of the site;
 - b. Vegetation and other soil-stabilizing structures or materials be retained or provided;
 - c. Long-term maintenance of slopes and on-site drainage systems.

D. *Prohibited Alterations.* Modification of geologically hazardous areas shall be prohibited under the following circumstances:

1. Where geologically hazardous slopes are located in a stream, wetland, and/or a fish and wildlife habitat conservation area or their required buffers, alteration of the slopes is not permitted, except as allowed under EMC 19.37.050. The required buffer for such slopes shall be determined through the site-specific geological assessment, but in no case shall be less than twenty-five feet from the top of slopes of twenty-five percent and greater.
2. Any proposed alteration that would result in the creation of or which would increase or exacerbate existing geological hazards, or which would result in substantial unmitigated geological hazards either on site or off site, shall be prohibited.

ARTICLE III. WETLANDS

19.37.300 WETLANDS - DESCRIPTION AND PURPOSE

A. Wetlands are defined using the Washington State definition of wetlands established under RCW 36.70A.030(48) and as defined in EMC 19.04.110.

B. The purpose of this chapter's wetland regulations are to:

1. Recognize and protect the beneficial functions performed by wetlands, including those physical, biological, chemical, and geologic interactions within wetlands and the surrounding landscape, including buffers. These functions are often grouped into three main categories – water quality improvement functions, hydrologic functions, and habitat functions and may include but are not limited to:
 - a. The uptake, removal, transformation, and cycling of nutrients, sediment, and toxicants;
 - b. Floodflow alteration, surface water storage, reduction of peak flows, groundwater recharge, decreasing downstream erosion, and energy dissipation of flows;
 - c. Supporting food webs and providing several habitat niches and features for wildlife breeding, nesting, and rearing, and providing thermal refugia.
2. Regulate land use to avoid adverse effects on wetlands and maintain the functions and values and of wetlands throughout the city.
3. Establish review procedures for development proposals in and adjacent to wetlands.
 - a. Compliance with the provisions of this chapter does not necessarily constitute compliance with other federal, state, and local regulations and permit requirements. Applicants are responsible for complying with these requirements.

19.37.310 WETLANDS – DELINEATION, MAPPING, AND RATING

A. *Wetland Delineation.* Identification of wetlands and delineation of their boundaries pursuant to this chapter shall be done in accordance with the approved federal wetland delineation manual and applicable regional supplements (Regional Supplement to the Corps of Engineers Wetland Delineation Manual: Western Mountains, Valleys, and Coast Region (Version 2.0)). All areas within the city meeting the wetland designation criteria in that procedure are hereby designated critical areas and are subject to

the provisions of this chapter. A wetland delineation shall be performed by a qualified professional experienced in wetland science. Wetland delineations are valid for five years, after such date, the city shall determine whether a revision or additional assessment is necessary.

B. *Wetland Mapping.* A wetland delineation shall result in a wetland boundary clearly marked in the field and an accurate ground-verified map of the boundaries. This map should be created using either a professional survey or using an equivalent method such as Global Positioning System (GPS) with sub-meter accuracy. The map shall also include an indication of where wetlands extend off site. The approximate location and extent of known or suspected wetlands are shown on the city's critical area maps. These maps shall be used as a guide for the city, applicants and/or property owners, and may be updated as new wetlands are identified.

C. *Wetland Rating.* Wetlands shall be rated and regulated according to the categories defined by the Washington State Department of Ecology Washington State Wetland Rating System for Western Washington 2014 Update Version 2.0, or as revised (Ecology Publication No. 23-06-009). Wetland ratings are valid for five years; after such date the city shall determine whether a revision or additional rating is necessary.

D. *Illegal Modifications of Wetlands.* Wetland rating categories shall not change due to illegal modifications made to the wetland.

19.37.320 WETLANDS - CRITICAL AREA REPORT ADDITIONAL REQUIREMENTS.

A. *Additional Critical Area Report Content for Wetlands.* A critical area report for wetlands shall be prepared by a qualified professional who is a certified professional wetland scientist, a noncertified professional wetland scientist with a minimum of five years of experience in the field of wetland science, including experience preparing wetland and stream reports, or a professional who demonstrates expertise in wetland science, stream ecology, or fish and wildlife biology to the satisfaction of the planning director.

1. Wetlands shall be rated according to the categories defined by the Washington State Department of Ecology Washington State Rating System for Western Washington 2014 Update, Version 2.0 or as revised (Ecology Publication No. 23-06-029).

2. Hydrogeomorphic classification; wetland acreage, and Cowardin classification of vegetation communities; and, to the extent possible, hydrologic information such as location and condition of inlet/outlets. Provide acreage estimates, classifications, and ratings based on entire wetland complexes, not only the portion present on the proposed project site.

B. Wetland and buffer impact mitigation plans shall be prepared consistent with the guidance in Wetland Mitigation in Washington State: Part 2 - Developing Mitigation Plans (Ecology Publication #06-06-011b, or as revised). The report shall include a written plan and plan sheets that contain, at a minimum, the elements listed below.

1. The name and contact information of the applicant; the name, qualifications, and contact information of the primary author(s) of the compensatory mitigation plan; a description of the development proposal; a description of how the development project has been designed in accordance with mitigation sequencing provisions.

2. A baseline study that describes and quantifies the existing wetland and buffer functions, functions that will be lost, and the functions after mitigation. Include acreage or square footage of the existing wetland and buffer areas to be altered, landscape position, and surrounding land uses. Include a description of existing versus proposed water regimes, vegetation, soils, and functions. Also describe impacts in terms of acreage by Cowardin classification, hydrogeomorphic classification, and wetland rating. This assessment could involve assessing functions using Calculating Credits and Debits for Compensatory Mitigation in Wetlands of Western Washington: Final Report, March 2012, Washington State Department of Ecology Publication No. 10-06-011, or as amended;
3. A description of the compensatory mitigation site, including location and rationale for selection. Include an assessment of existing conditions, including acreage or square footage of wetlands and uplands, water regime, sources of water, vegetation, soils, functions, landscape position, and surrounding land uses. Estimate future conditions in this location if the compensatory mitigation actions are not undertaken.
4. Describe the future vegetation community types for monitoring years, including dominant vegetation expected. Plants shall be native species, commercially available or available from local sources, high in food and cover value for fish and wildlife, and mostly perennial;
5. Specify when mitigation will occur relative to project construction and to the requirements of permits issued by other agencies. Specify proposed mitigation actions, if applicable, and include written specifications and descriptions of the mitigation proposed, such as:
 - a. The proposed construction sequence, timing, and duration;
 - b. Grading and excavation details;
 - c. Erosion and sediment control features;
 - d. A planting plan specifying plant species, quantities, locations, size, spacing, and density; and
 - e. Measures to protect and maintain plants until established.

These written specifications shall be accompanied by detailed site diagrams, scaled cross sectional drawings, topographic maps showing slope percentage and final grade elevations, and any other drawings appropriate to show construction techniques or anticipated final outcome.; 6. Include measurable criteria for evaluating whether the performance goals of the mitigation proposal have been met, and include provisions for maintenance and monitoring the mitigated area on a long-term basis to determine whether the plan was successful;

7. Include a contingency plan specifying what corrective actions will be taken to achieve performance goals should the mitigation not be successful;
8. Include provisions for an assurance device as provided by Chapter 19.40 to ensure that work is completed in accordance with the mitigation plan, that maintenance and monitoring occur on a regular basis, and that restoration or rehabilitation is performed in accordance with the contingency plan if mitigation failure results within five years of implementation. The construction performance guarantees shall not be released until the applicant's qualified professional and the planning director sign off to indicate that construction has been completed as planned. A separate performance assurance device shall be required for maintenance, monitoring, and contingency. This

guarantee shall not be released until the applicant's qualified professional and the planning director sign off that maintenance and monitoring have been completed per the plan, and the mitigation meets performance goals.

9. Include provisions for the protection of the mitigation site. The wetland mitigation area and any associated buffer shall be protected by a legal mechanism such as a critical area tract or critical area covenant. The planning director may approve another legal and administrative mechanism if it is determined to be adequate to protect the site. 10. Scaled plan sheets shall contain, at a minimum:

- a. Mapped, ground-verified edges of the existing wetlands and buffers, proposed areas of wetland and/or buffer impacts, and location of proposed wetland and/or buffer compensation areas.
- b. Existing topography, ground-verified, at two-foot contour intervals in the zone of the proposed compensation actions if any grading activity is proposed in the compensation area(s). Also include existing cross-sections (estimated one-foot intervals) of wetland areas on the development site that are proposed to be altered and of the proposed areas of wetland and buffer compensation.

19.37.330 WETLANDS - BUFFER WIDTH REQUIREMENTS

A. *Wetland Buffer Widths.*

1. The following buffer widths listed in Tables 37.2 and 37.3 apply to all wetlands within the city of Everett. Buffer widths have been established in accordance with the best available science. Buffers are based on the category of wetland and the habitat score as determined under EMC 19.37.310. Wetland buffers shall be measured perpendicular from the wetland boundary as delineated and marked in the field.

2. Wetland buffers shall exclude functionally disconnected areas legally altered as described in EMC 19.37.330(F).

2. To maintain the integrity of the buffer, all principal buildings, as well as other structures and improvements shall maintain a setback from the buffer as specified in EMC 19.37.140.

3 The buffer widths required by this chapter presume the existence of a relatively intact native vegetated community including native tree cover, shrub understory and ground cover. If the existing buffer is unvegetated, sparsely vegetated, or vegetated with invasive species, the buffer and habitat corridor vegetation may require enhancement or restoration per the following:

a. Applicability of Vegetative Buffer Standard. If the on-site buffer does not ~~contain~~ include a relatively intact native ~~vegetated~~ vegetative community, the buffer shall be enhanced or restored to contain a native vegetation community when either:

- i. The total new net impervious area on the entire subject property exceeds 2,000 square feet; or
- ii. The value of the new construction or alteration occurring within a two-year period is equal to or greater than fifty percent of the assessed value of the existing improvements; or

Exhibit B

iii. More than 25% of the buffer on the subject site is covered with non-native and/or invasive vegetation.

b. Vegetative Buffer Standard. The following vegetative buffer standards shall be met when the proposal meets the applicability requirements:

i. An average 80 percent aerial cover of native vegetation, composed of trees, shrubs, and ground cover with at least 20 percent tree cover and 20 percent shrub cover, with no more than 10 percent cover of invasive species

c. Vegetative Buffer Alternative. Applicants can choose not to comply with the vegetative buffer standards by complying with the following requirements:

i. Increase wetland buffer widths by 33% within entire buffer; and

ii. Remove all unpermitted structures and improvements within the buffer.

User instructions: Use the following two tables to determine wetland buffers. Table 37.2 includes the standard wetland buffers without providing impact minimization measures and habitat corridors as described below. The reduced buffers in Table 37.3 apply to projects when the applicant elects to incorporate impact minimization measures in Table 37.4 and a habitat corridor.

Table 37.2: Standard Wetland Buffer Width Requirements for Applicants not Providing a Habitat Corridor or Implementing Impact Minimization Measures

WETLAND CATEGORY	WETLAND TYPE	HABITAT FUNCTION SCORES		
		3-5	6-7	8-9
		BUFFER WIDTHS (in feet)		
I	All including forested except those listed below	100	150	300
	Bogs	250		300
	Estuarine	200		
II	All except estuarine	100	150	300
	Estuarine	150		
III		80	150	300
IV		50		

Table 37.3: Reduced Wetland Buffers When Impact Minimization Measures are Implemented and a Habitat Corridor is Provided

WETLAND CATEGORY	WETLAND TYPE	HABITAT FUNCTION SCORES		
		3-5 (Habitat Corridor Not Required)	6-7	8-9
		BUFFER WIDTHS (in feet)		
I	All including forested except those listed below	75	110	225
I	Bogs	190		225
I	Estuarine	150		
II	All except estuarine	75	110	225
II	Estuarine	110		
III		60	110	225
IV		40		

4. *Habitat Corridors.* When feasible, wetlands that score six points or more for habitat function can use the buffers in Table 37.3 provided all of the below criteria are met. Presence or absence of a nearby habitat corridor must be confirmed by a qualified professional. For wetlands that are unable to provide habitat corridors or that score five or fewer habitat points, only the measures in Table 37.4 are required.

- a. A relatively undisturbed vegetation corridor at least 100 feet wide is protected between the wetland and:
 - i. A legally protected, relatively undisturbed and vegetated area (e.g. Priority Habitats, compensatory mitigation sites, wildlife areas/refuges, county and state parks where they have management plans with identified areas designated as Natural, Natural Forest, or Natural Area Preserve), or
 - ii. An area that is the site of a Watershed Project, identified within, and fully consistent with, a Watershed Plan as defined by RCW 89-08-460, or
 - iii. An area where development is prohibited according to the provisions of the City's Shoreline Master Program, or
 - iv. An area with equivalent habitat quality that has conservation status in perpetuity, in consultation with WDFW.
- b. The corridor is permanently protected for the entire distance between the wetland and the shoreline or legally protected area by a conservation easement, deed restriction, or other legal site protection mechanisms.
- c. Presence or absence of the shoreline or Priority Habitat must be confirmed by a qualified professional and the planning director.

Exhibit B

- d. The measures in Table 37.4 are implemented, as applicable, to minimize impacts of the adjacent land uses.

B. *Increased Wetland Buffer Width.* Buffer widths stated in subsection A of this section shall be increased:

1. When the minimum buffer for a wetland extends into an area with a slope of greater than twenty-five percent, the buffer shall be the greater of:
 - a. The minimum buffer for that particular wetland; or
 - b. Twenty-five feet beyond the point where the slope becomes twenty-five percent or less for at least a horizontal distance of ten feet;
2. When the wetland is used by a state or federally listed plant or animal species under WAC 220-610-010, 50 CFR 17-11, 50 CFR 17-12, or other state or federal regulations; or has critical or outstanding potential habitat for those species or has unusual nesting or resting sites such as heron nesting colonies or raptor nesting trees, and the increased buffer is necessary to protect such habitat;
3. When a habitat assessment or habitat management plan is required by EMC 19.37. 110 and an increased buffer is necessary to protect critical habitat or affected species, the buffer shall be the buffer in the approved habitat assessment or habitat management plan;
4. When the adjacent land is classified as a geologically hazardous area, the buffer shall be the greater of the standard wetland buffer or the setback buffer required by EMC 19.37. 230;
5. When the wetland buffer has minimal or degraded vegetative cover that cannot be improved through enhancement; or
6. When the city finds, based upon a site-specific critical area analysis, that impacts to a wetland or other critical area from a proposed development can only be mitigated by a greater buffer width.

C. *Impact Minimization Measures.*

Developments that produce the listed disturbances and are requesting reduced wetland buffers per Table 37.3 are required to address the disturbance through the use of applicable minimization measures. This is not a complete list of measures, nor is every example measure required. Though not every measure is required, all effort should be made to implement as many measures as possible. Regulatory staff should determine, in coordination with the applicant, which measures are applicable and practicable. The critical areas report shall address how each impact minimization measure is being provided.

Table 37.4 – Impact Minimization Measures

Example of Disturbance	Activities and Uses that Cause Disturbances	Examples of Impact Minimization Measures
Light	• Parking lots • Commercial/Industrial uses • Residential uses	• Direct lights away from wetlands and buffers

Exhibit B

	• Recreation (e.g. athletic fields) • Agricultural buildings	• Only use lighting when and where necessary for public safety • Motion-activated lighting • Use of full-cut off shields • Dim light to lowest acceptable intensity • Warmer lighting temperatures (<3000K)
Noise	• Commercial/Industrial uses • Residential uses • Recreation (e.g. athletic fields) • Agriculture	• Locate noise-generating activity away from wetlands and buffers • Construct fencing and/or install dense landscape screening between noise sources and critical area
Toxic Runoff	• Parking lots • Roads • Commercial/Industrial uses • Residential uses • Application of pesticides • Landscaping • Agriculture	• Route all new, untreated runoff away from wetlands and buffers while ensuring wetland is not dewatered • Establish covenants limiting use of pesticides within 150 feet of wetlands • Apply integrated pest management (These examples are not necessarily adequate for minimizing toxic runoff if threatened or endangered species are present at the site.)
Stormwater Runoff	• Parking lots • Roads • Commercial/Industrial uses • Residential uses • Recreation • Landscaping/lawns • Other impermeable surfaces, compacted soils, etc.	• Retrofit stormwater detention and treatment for roads and existing adjacent developments • Prevent channelized or sheet flow from lawns that directly enter buffers • Infiltrate or treat, detain, and disperse new runoff from impervious surfaces and lawns • Retain native vegetation elsewhere in the property
Pets and Human Disturbance	• Residential uses • Recreation	• Install privacy fencing • Plant dense native vegetation to delineate buffer edge and to discourage disturbance • Place wetlands and buffers in a separate tract • Install signage along wetland buffer edge
Dust	• Tilled Fields • Roads	• Use Best Management Practices to control dust

D. Where wetland functions have been improved due to voluntary implementation of an approved stewardship, restoration and/or enhancement plan that is not associated with required mitigation or enforcement, the wetland buffer width shall be determined based on the previously established wetland category and habitat score as documented in the approved stewardship and enhancement

E. *Functionally Disconnected Buffer Areas*. Buffers may exclude areas that are functionally and effectively disconnected from a wetland by an existing public or private road or legally established development, as determined by the planning director. Functionally and effectively disconnected means that the road or other significant development blocks the protective measures provided by a buffer. Significant developments shall include built public infrastructure such as roads and railroads, and private developments such as homes or commercial structures. Examples of minor developments that do not fully block buffer functions include trails, minor accessory structures, paths, and driveways serving a single residence. The planning director shall evaluate whether the interruption will affect the entirety of the buffer. Individual structures may not fully interrupt buffer function. In such cases, the allowable buffer exclusion should be limited in scope to just the portion of the buffer that is affected. Where questions exist regarding whether a development functionally disconnects the buffer, or the extent of that impact, the planning director may require a critical area report to analyze and document the buffer functionality.

19.37. 340 WETLANDS - BUFFER WIDTH AVERAGING

The city may allow wetland buffer width averaging when all of the following are met:

- A. No feasible alternatives to the site design could be accomplished without buffer averaging.
- B. The total area on the lot contained within the buffer after averaging is not less than the area required within the buffer without averaging
- C. Averaging will not reduce the functions and values of the critical area or buffer as demonstrated by a critical area report from a qualified professional.
- D. The adjusted minimum buffer width shall not be less than seventy-five percent of the required buffer width at any point or 75 feet for Category I and II, 50 feet for Category III, and 25 feet for Category IV, whichever is greater.

19.37. 350 WETLANDS - COMPENSATORY MITIGATION

A. *Mitigation Sequencing*. Before being authorized to impact any wetland or its buffer, an applicant must demonstrate that they have implemented mitigation sequencing in the order presented in EMC 19.37.100.

B. *Requirements for Compensatory Mitigation*. Allowed wetland and wetland buffer compensation shall be subject to the following requirements:

1. Compensatory mitigation for alterations to wetlands shall be used only for impacts that cannot be avoided or minimized and shall achieve equivalent or greater functions. Compensatory mitigation plans shall be consistent with Wetland Mitigation in Washington State—Part 2: Developing Mitigation Plans—Version 1 (Ecology Publication #06-06-011b, or as revised), and Selecting Wetland Mitigation Sites Using a Watershed Approach [Western Washington (Ecology Publication #09-06-32).
2. Mitigation ratios for wetland impacts shall be consistent with the Standard Wetland Compensatory Mitigation Ratios presented in this section.
3. Buffer Mitigation Ratios. Impacts to buffers shall be mitigated at a minimum 1:1 ratio. Compensatory buffer mitigation shall replace those buffer functions lost from development.

4. Mitigation requirements may be determined using the Credit-Debit Method described in Calculating Credits and Debits for Compensatory Mitigation in Wetlands of [Western Washington (Ecology Publication #10-06-011)

5. Plantings used in mitigation actions shall be native species appropriate to the ecoregion.

6. The following areas within a proposed compensation site shall not contribute to satisfying the requirements for compensatory mitigation:

a. Easements for utility corridors, stormwater facilities, rights-of-way, and streams conveyed underground

b. Driveways

c. Roads

d. Any paved or graveled areas intended to convey vehicle or foot traffic.

7. Buffers on Wetland Mitigation Sites. All wetland mitigation sites shall have buffers consistent with the buffer requirements of this Chapter. All required buffers for the wetland mitigation site shall be located on the subject site, except where wetland mitigation banking is used to purchase buffer credits. Buffers shall be based on the expected or target category of the proposed wetland mitigation site and the expected level of impact from the adjacent land use. Buffers need to be fully vegetated in order to be included in buffer area calculations. Lawns, walkways, driveways, paved areas, and mowed or developed areas will not be considered buffers or included in buffer area calculations when assessing whether adequate compensatory mitigation buffers have been provided. Properties adjacent to or abutting wetland mitigation sites shall not be responsible for providing any additional buffer requirements.

8. Construction techniques and field marking of areas to be disturbed shall be approved by the city prior to site disturbance to ensure minimal encroachment.

9. The city may require the applicant to rehabilitate a wetland or its buffer by removing debris, sediment, nonnative vegetation, or other material detrimental to the area by replanting disturbed vegetation, or by other means deemed appropriate by the city. Rehabilitation or restoration may be required at any time that a condition detrimental to water quality or habitat exists.

C. Compensating for Lost or Impacted Wetland Functions. Compensatory mitigation shall address the functions affected by the proposed project, with an intention to achieve functional equivalency or improvement of functions. The goal shall be for the compensatory mitigation to provide similar wetland functions as those lost, except when either:

1. The lost wetland provides minimal functions, and the proposed compensatory mitigation action(s) will provide equal or greater functions or will provide functions shown to be limited within a watershed through an existing watershed plan or a local or regional study that characterizes watershed processes; or

2. Out-of-kind replacement of wetland type or functions will best meet watershed goals formally identified by a watershed plan, such as replacement of historically diminished wetland types.

D. Preference of Mitigation Actions. Mitigation for wetland and buffer impacts shall rely on a method listed below in order of preference. A lower-preference form of mitigation shall be used only if the applicant's qualified professional demonstrates to the planning director's satisfaction that all higher-ranked types of mitigation are not viable, consistent with the criteria in this Section.

1. Restoration: The manipulation of the physical, chemical, or biological characteristics of a site with the goal of returning natural/historic functions and environmental processes to a former or degraded wetland. Restoration is divided into two categories:

- a. Re-establishment: The manipulation of the physical, chemical, or biological characteristics of a site with the goal of returning natural/historic functions and environmental processes to a former wetland. Re-establishment results in rebuilding a former wetland and results in a gain in wetland area and functions. Example activities could include removing fill, plugging ditches, or breaking drain tiles to restore a wetland hydroperiod, which in turn will lead to restoring wetland biotic communities and environmental processes.

- b. Rehabilitation: The manipulation of the physical, chemical, or biological characteristics of a site with the goal of repairing natural/historic functions and environmental processes to a degraded wetland. Rehabilitation results in a gain in wetland function but does not result in a gain in wetland area. The area already meets wetland criteria, but hydrological processes have been altered. Rehabilitation involves restoring historic hydrologic processes. Example activities could involve breaching a dike to reconnect wetlands to a floodplain or return tidal influence to a wetland.

2. Establishment (Creation): The manipulation of the physical, chemical, or biological characteristics of a site to develop a wetland on an upland where a wetland did not previously exist at an upland site. Establishment results in a gain in wetland area and functions. An example activity could involve excavation of upland soils to elevations that will produce a wetland hydroperiod and hydric soils by intercepting groundwater, and in turn supports the growth of hydrophytic plant species.

- a. If a site is not available for wetland restoration to compensate for expected wetland and/or buffer impacts, the planning director may authorize establishment of a wetland and buffer upon demonstration by the applicant's qualified professional that:

- i. The hydrology and soil conditions at the proposed mitigation site are conducive for sustaining the proposed wetland and that establishment of a wetland at the site will not likely cause hydrologic problems elsewhere;

- ii. Adjacent land uses and site conditions do not jeopardize the viability of the proposed wetland and buffer (e.g., due to the presence of invasive plants or noxious weeds, stormwater runoff, noise, light, or other impacts); and

- iii. The proposed wetland and buffer will eventually be self-sustaining with little or no long-term maintenance.

iv. The proposed wetland would not be established at the cost of another high-functioning habitat (i.e., ecologically important uplands).

3. Preservation (Protection/Maintenance). The removal of a threat to, or preventing the decline of, wetlands by an action in or near those wetlands. This term includes activities commonly associated with the protection and maintenance of wetlands through the implementation of appropriate legal and physical mechanisms such as recording conservation easements and providing structural protection like fences and signs. Preservation does not result in a gain of aquatic resource area or functions but may result in a gain in functions over the long term. Preservation of a wetland and associated buffer can be used only if:

a. The planning director determines that the proposed preservation is the best mitigation option;

b. The proposed preservation site is under threat of undesirable ecological change due to permitted, planned, or likely actions that will not be adequately mitigated under existing regulations;

c. The area proposed for preservation is of high quality or critical for the health and ecological sustainability of the watershed or sub-basin. Some of the following features may be indicative of high-quality sites:

i. Category I or II wetland rating

ii. Rare or irreplaceable wetland type [e.g. peatlands, mature forested wetland, estuaries, vernal pools, alkali wetlands] or aquatic habitat that is rare or a limited resource in the area.

iii. The presence of habitat for threatened or endangered species (state, federal, or both).

iv. Provides biological and/or hydrological connectivity to other habitats.

v. Priority sites identified in an adopted watershed plan.

d. Permanent preservation of the wetland and buffer shall be provided through a legal mechanism such as a conservation easement or tract held by an appropriate natural land resource manager/land trust.

e. The planning director may approve another legal and administrative mechanism in lieu of a conservation easement if it is determined to be adequate to protect the site.

4. Enhancement. The manipulation of the physical, chemical, or biological characteristics of a wetland to heighten, intensify, or improve specific wetland function(s). Enhancement is undertaken for specified purposes such as water quality improvement, flood water retention, or wildlife habitat. Enhancement results in the gain of selected wetland function(s) but may also lead to a decline in other wetland function(s). Enhancement does not result in a gain in wetland area. Enhancement activities could include planting vegetation, controlling non-native or invasive species, and modifying site elevations to alter hydroperiods in existing wetlands.

Applicants proposing to enhance wetlands and/or associated buffers shall demonstrate how the proposed enhancement will increase the wetland and/or buffer functions, how this increase in function will adequately compensate for the impacts, and how existing wetland functions at the mitigation site will be protected.

5. Alternative Types of Mitigation/Resource Tradeoffs. The planning director may approve alternative mitigation proposals that are based on best available science, such as priority restoration plans that achieve restoration goals identified in the SMP. Alternative mitigation proposals shall provide an equivalent or better level of ecological functions and values than would be provided by standard mitigation approaches. Alternative mitigation approaches shall comply with all reporting, monitoring, and performance measures of this Section including adherence to mitigation sequencing. The city may consult with agencies with expertise and jurisdiction over the critical areas during the review to assist with analysis and identification of appropriate performance measures that adequately safeguard critical areas. The planning director will consider the following for approval of an alternative mitigation proposal:

- a. Clear identification of how an alternative approach will achieve equal or better ecological benefit.
- b. The proposal uses a watershed approach consistent with Selecting Wetland Mitigation Sites Using a Watershed Approach in Western Washington (Ecology Publication #09-06-32), or as revised].
- c. All impacts are identified, evaluated, and mitigated.
- d. Methods to demonstrate ecological success are clear and measurable.

E. Location of Compensatory Mitigation. Permittee-responsible compensatory mitigation actions shall be conducted using a watershed approach and shall generally occur within the same sub-drainage basin. However, when the applicant can demonstrate that a mitigation site in a different sub-drainage basin is ecologically preferable, it ~~should~~ may be used. Compensatory mitigation areas shall be located to preserve or achieve contiguous wildlife habitat corridors to minimize the isolation and fragmenting effects of development on habitat areas. The following criteria will be evaluated when determining whether on-site or off-site compensatory mitigation is ecologically preferable. When considering the location of mitigation, preference ~~should~~ may be given to using programmatic approaches, such as a mitigation bank or an in-lieu fee program after evaluating the following criteria.

1. No reasonable opportunities exist on site or within the sub-drainage basin or opportunities on site or within the sub-drainage basin do not have a high likelihood of success based on a determination of the capability of the site to compensate for the impacts. Considerations should include anticipated replacement ratios for wetland mitigation, buffer conditions and required widths, available water to maintain anticipated hydrogeomorphic class(es) of wetlands when restored, proposed flood storage capacity, and potential to mitigate riparian fish and wildlife impacts (such as connectivity);
2. On-site mitigation would require elimination of high-quality upland habitat;
3. Off-site mitigation has a greater likelihood of providing equal or improved wetland functions compared to the altered wetland.

4. Off-site locations shall be in the same sub-drainage basin unless:

- a. Watershed goals for water quality, flood storage or conveyance, habitat, or other wetland functions have been established by the city and strongly justify locating mitigation at another site;
- b. Credits from a state-certified wetland mitigation bank are used as compensation, and the use of credits is consistent with the terms of the certified bank instrument;
- c. Fees are paid to an approved ILF program to compensate for the impacts.

5. The design for the compensatory mitigation project needs to be appropriate for its position in the landscape. Therefore, compensatory mitigation should not result in the creation, restoration, or enhancement of an atypical wetland.

F. Timing of Compensatory Mitigation. Compensatory mitigation projects should be completed prior to activities that will impact wetlands. For category I wetlands, the city shall require the relocated wetland area to be completed and functioning prior to allowing the existing wetland to be altered. Otherwise, compensatory mitigation shall be completed immediately following wetland impacts and prior to use or occupancy of the action or development. Construction of mitigation projects shall be timed to reduce impacts to existing fisheries, wildlife, and flora.

1. The planning director may authorize a one-time temporary delay in completing construction or installation of the compensatory mitigation when the applicant provides a written explanation from a qualified wetland professional as to the rationale for the delay. An appropriate rationale would include identification of the environmental conditions that could produce a high probability of failure or significant construction difficulties. For example, a project delay that creates conflicts with other regulatory requirements (fisheries, wildlife, stormwater, etc.) or installing plants should be delayed until the dormant season to ensure greater survival of installed materials. The delay shall not create or perpetuate hazardous conditions or environmental damage or degradation, and the delay shall not be injurious to the health, safety, or general welfare of the public. The request for the delay shall include a written justification that documents the environmental constraints that preclude timely implementation of the compensatory mitigation plan. The justification will be verified by the city who will issue a formal decision.

G. Wetland Compensatory mitigation Ratios. In approving alteration of a wetland, the city shall require that an area larger than the altered portion of the wetland be provided as compensatory mitigation for destruction of the functions of the altered wetland and to ensure that such functions are replaced. The ratios in this section are based on wetland category, function, special characteristics, risk, and temporal loss. When mitigating allowed impacts to wetlands, the standard ratios in Table 37.4 shall be used, except as otherwise provided below in this subsection.

Table 37. 5: Standard Wetland Compensatory Mitigation Ratios

Category and Type of Wetland Impacts	Reestablishment or Creation	Rehabilitation Only¹	Reestablishment or Creation (R/C) plus Rehabilitation (RH)¹	Reestablishment or Creation (R/C) plus Enhancement (E)¹	Reestablishment or Creation (R/C) plus Preservation (P)¹	Enhancement Only¹
All category IV	1.5:1	3:1	1:1 R/C plus 1:1 RH	1:1 R/C plus 2:1 E	1:1 R/C plus 2:1 P	6:1
All category III	2:1	4:1	1:1 R/C plus 2:1 RH	1:1 R/C plus 4:1 E	1:1 R/C plus 4:1 P	8:1
Category II Estuarine	Case-by-case	4:1 Rehabilitation of an estuarine wetland	Case-by-case	Case-by-case	Case-by-case	Case-by-case
All other category II	3:1	6:1	1:1 R/C plus 4:1 RH	1:1 R/C plus 8:1 E	1:1 R/C plus 8:1 P	12:1
Category I Forested	6:1	12:1	1:1 R/C plus 10:1 RH	1:1 R/C plus 20:1 E	1:1 R/C plus 20:1 P	24:1
Category I Based on score for functions	4:1	8:1	1:1 R/C plus 6:1 RH	1:1 R/C plus 12:1 E	1:1 R/C plus 12:1 P	16:1
Category I Bog	Not considered possible ²	6:1 Rehabilitation of a bog	R/C Not considered possible ²	R/C Not considered possible ²	R/C Not considered possible ²	Case-by-case
Category I Estuarine	Case-by-case	6:1 Rehabilitation of an estuarine wetland	Case-by-case	Case-by-case	Case-by-case	Case-by-case

¹ These ratios are based on the assumption that the rehabilitation or enhancement actions implemented represent the average degree of improvement possible for the site. Proposals to implement more effective rehabilitation or enhancement actions may result in a lower ratio, while less effective actions may result in a higher ratio. The distinction between rehabilitation and enhancement is not clear-cut. Instead, rehabilitation and enhancement actions span a continuum. Proposals that fall within the gray area between rehabilitation and enhancement will result in a ratio that lies between the ratios for rehabilitation and the ratios for enhancement.

² Bogs are considered irreplaceable wetlands because they perform some special functions that cannot be replaced through compensatory mitigation. Impacts to such wetlands would therefore result in a net loss of some functions no matter what kind of compensatory mitigation is proposed.

a. As an alternative to the mitigation ratios described above, the planning director may allow mitigation based one of the following ways:

i. Using the Credit-Debit Method developed by the Department of Ecology in Calculating Credits and Debits for Compensatory Mitigation in Wetlands of [Western Washington (Ecology Publication # 10-06-011), or as amended.

ii. For properties designated “urban mixed-use industrial” in the city’s shoreline master program, the applicant shall use the Snohomish Estuary Wetland Integration Plan (SEWIP, 1997) and Salmon Overlay (2001) for projects that include wetland compensatory mitigation. Per Table 37.4, mitigation ratios for estuarine wetlands shall be determined on a case-by-case basis.

b. In no case shall the mitigation acreage be less than that which is altered.

19.37.360 WETLANDS - APPROACHES TO COMPENSATORY MITIGATION

A. *Wetland mitigation banks.* For any wetland mitigation bank certified under Chapter 173-700 WAC, credits from a wetland mitigation bank may be used to compensate for impacts located within the service area specified in the mitigation bank instrument when all of the following are met:

1. The director determines that the wetland mitigation bank provides appropriate compensatory mitigation for the authorized impacts.
2. The proposed use of credits is consistent with the terms and conditions of the mitigation bank instrument.
3. Mitigation ratios are consistent with the mitigation bank instrument.

B. *In-Lieu Fee Mitigation.* Credits from an approved in-lieu fee program may be used when all the following apply:

1. The planning director determines that it would provide appropriate compensation for the proposed impacts.
2. The proposed use of credits is consistent with the terms and conditions of the approved ILF program instrument.
3. Projects using ILF credits shall have debits associated with the proposed impacts calculated by the applicant’s qualified wetland professional using the credit assessment method specified in the approved instrument for the ILF program.
4. The impacts are located within the service area specified in the approved in-lieu fee instrument.

C. *Permittee-responsible, advance mitigation.* Advance mitigation is a form of permittee-responsible mitigation implemented before a permitted impact takes place. It is designed to compensate for impacts expected to occur in the future. The applicant proposing the advance mitigation is the only one who can use the credits generated. Credits cannot be sold or transferred to another applicant. Advance mitigation proposals should be developed in accordance with state and federal rules and guidance on advance mitigation (Interagency Regulatory Guide: Advance Permittee-Responsible Mitigation, Ecology

Publication #12-06-015, and Chapter 4.2 of Wetland Mitigation in Washington State—Part 1: Policies and Guidance—Version 2, Ecology Publication #21-06-003, or as revised).

D. Permittee-responsible, concurrent mitigation. Concurrent mitigation is a form of permittee-responsible mitigation implemented at the same time permitted impacts are occurring. The permittee is responsible for implementation and success of the compensation. Concurrent mitigation may occur at the site of the permitted impacts or at an off-site location, usually within the same watershed. Permittee-responsible, concurrent mitigation shall be used only if the applicant's qualified professional demonstrates to the planning director's satisfaction that the proposed approach is ecologically preferable to use of a bank or in-lieu fee program, consistent with the criteria in this Section.

ARTICLE IV. FREQUENTLY FLOODED AREAS

19.37.400 AREAS OF SPECIAL FLOOD HAZARD

Areas of special flood hazard shall be governed by the provisions of Chapter 19.30.

ARTICLE V. FISH AND WILDLIFE HABITAT CONSERVATION AREAS

19.37.500 FISH AND WILDLIFE HABITAT CONSERVATION AREAS - DESCRIPTION AND PURPOSE

A. All areas meeting the definition of fish and wildlife habitat conservation areas are subject to the regulations in this chapter. The intent of the management of these areas is to ensure sufficient habitat quality, quantity, and connectivity for species within their natural geographic distribution in order to support viable populations over the long term and to prevent isolated subpopulations.

Fish and wildlife habitat conservation areas are ecosystems composed of unique interacting systems of soils, geology, topography, and plant and animal communities. They consist of land-based areas and aquatic areas. Wildlife habitat provides opportunities for food, cover, nesting, breeding, and movement for fish and wildlife within the City; maintains and promotes diversity of species and habitat within the City; helps to maintain air and water quality; controls erosion; serves as areas for recreation, education and scientific study, and aesthetic appreciation; and provides neighborhood separation and visual diversity within urban areas.

Riparian corridors are essential for wild fish populations. Healthy riparian zones are dynamic ecosystems that perform various functions that form salmonid habitat. Some of the major functions include producing and delivering large and small woody debris to shorelines and stream channels; shoreline protection and habitat formation; removing sediments and dissolved chemicals from water; moderating water temperature; providing thermal refugia; providing habitat for terrestrial animals; and providing proper nutrient sources for aquatic life. Additionally, aquatic areas and their associated buffers store and convey stormwater and floodwater; recharge groundwater; and serve as areas for recreation, education and scientific study and aesthetic appreciation. B. The following actions are exempt from other requirements of this chapter, but may require preparation of a habitat assessment or biological assessment when conducted within a fish and wildlife habitat conservation area, and must result in no net loss of ecological functions and values:

1. EMC 19.37.060(B)(1), Minor utility construction projects.
2. EMC 19.37.060(B)(4), Public and private pedestrian paths and trails

3. Any development application that involves ESA Section 7 consultation with federal agencies is required to follow that process to determine impacts to endangered species and mitigation requirements rather than the procedure described herein. However, the application must demonstrate compliance with all applicable city regulations, and must submit a copy of the biological assessment provided to federal agencies as part of the city's permit process.

4. Maintenance of critical public infrastructure.

19.37.510 FISH AND WILDLIFE HABITAT CONSERVATION AREAS - DESIGNATION AND MAPPING

A. Fish and wildlife habitat conservation areas that must be considered for classification and designation include:

1. Areas where endangered, threatened, and sensitive species have a primary association;
 - a. Federally designated endangered and threatened species are those fish and wildlife species identified by the U.S. Fish and Wildlife Service and the National Marine Fisheries Service that are in danger of extinction or threatened to become endangered. The U.S. Fish and Wildlife Service and the National Marine Fisheries Service should be consulted for current listing status.
 - b. State designated endangered, threatened, and sensitive species are those fish and wildlife species native to the state of Washington identified by the Washington State Department of Fish and Wildlife that are in danger of extinction, threatened to become endangered, vulnerable, or declining and are likely to become endangered or threatened in a significant portion of their range within the state without cooperative management or removal of threats. State designated endangered, threatened, and sensitive species are periodically recorded in WAC 232-12-014 (state endangered species) and WAC 232-12-011 (state threatened and sensitive species). The State Department of Fish and Wildlife maintains the most current listing and should be consulted for current listing status
2. Habitats and species of local importance, as determined locally;
 - a. Priority habitats and species are considered to be priorities for conservation and management. Priority species require protective measures for their perpetuation due to their population status, sensitivity to habitat alteration, and/or recreational, commercial, or tribal importance. Priority habitats are those habitat types or elements with unique or significant value to a diverse assemblage of species. A priority habitat may consist of a unique vegetation type or dominant plant species, a described successional stage, or a specific structural element. Priority habitats and species are identified by the State Department of Fish and Wildlife and included on its current Priority Habitats and Species List, as amended.
3. Commercial and recreational shellfish areas;
4. Kelp and eelgrass beds; herring, smelt, and other forage fish spawning areas;

5. Naturally occurring ponds under 20 acres and their submerged aquatic beds that provide fish or wildlife habitat;

a. Naturally occurring ponds do not include ponds deliberately designed and created from dry sites, such as canals, detention facilities, wastewater treatment facilities, farm ponds, temporary construction ponds (of less than three years duration) and landscape amenities. However, naturally occurring ponds may include artificial ponds intentionally created from dry areas in order to mitigate conversion of ponds, if permitted by a regulatory authority.

6. Waters of the state;

a. Waters of the state include lakes, rivers, ponds, streams, inland waters, underground waters, and all other surface waters and watercourses within the jurisdiction of the state of Washington, ~~as classified in WAC 222-16-030.~~

7. Lakes, ponds, streams, and rivers planted with game fish by a governmental or tribal entity;

8. State natural area preserves, natural resource conservation areas, and state wildlife areas. Natural area preserves and natural resource conservation areas are defined, established, and managed by the Washington State Department of Natural Resources.

9. Significant biological areas listed by the city.

B. *Fish and Wildlife Habitat Conservation Areas Mapping.* The approximate location and extent of fish and wildlife habitat conservation areas within the city of Everett's planning area are shown on maps compiled and maintained by the city planning department. These maps shall be used as a general guide only for the assistance of property owners, project applicants, and other interested parties; boundaries are generalized. The actual type, extent and boundaries of fish and wildlife habitat conservation areas shall be determined by a qualified professional according to the definitions and criteria established by this chapter. In the event of any conflict between the habitat location or type shown on the city's fish and wildlife habitat conservation areas maps and the criteria or standards of this chapter, the criteria and standards resulting from the field investigation shall control.

C. Other mapping sources include the Washington State Department of Fish and Wildlife priority habitat and species maps.

D. Streams and waters shall be classified based upon an amended version of the water classification system established under WAC 222-16-030 as follows:

1. *Type S Water.* Those streams and waters, within their bankfull width, as inventoried as "shorelines of the state" under Chapter 90.58 RCW and the rules promulgated pursuant to chapter 90.58 RCW, including periodically inundated areas of associated wetlands.

2. *Type F Water.* Those segments of natural waters including periodically inundated areas of their associated wetlands, not classified as Type S Waters, which have a fish, wildlife, or human use; which in any case contain fish habitat or are described by one of the following seven categories:

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- a. Waters within lakes, ponds, or impoundments having a surface of 0.5 acre or greater at seasonal low water;
- b. Stream segments having a defined channel 20 feet or greater within the bankfull width and having a gradient of less than four percent;
- c. Waters which are off-channel habitat. These are areas important for rearing and survival of fish and include riverine ponds, wall-based channels, and stream associated wetlands. The area must be connected to Type F or Type S Water and accessible to fish during some portion of the year.
 - i. For channelized streams, the edge of off-channel habitat is determined based on the outer edge of inundation of the stream at the bankfull elevation flow.
 - ii. For nonchannelized streams, including stream associated wetlands, off-channel habitat is the outer edge of the area periodically inundated at the ordinary high water line.
- d. Waters used by fish. Where fish use has not been determined:
 - i. Waters having any of the following characteristics are presumed to have fish use:
 - A. Stream segments having a defined channel of two feet or greater within the bankfull width and having a gradient of 16 percent or less;
 - B. Stream segments having a defined channel of two feet or greater within the bankfull width and having a gradient greater than 16 percent and less than or equal to 20 percent, and having greater than 50 acres in contributing basin size, based on hydrographic boundaries;
 - C. Ponds or impoundments having a surface area of less than one acre at seasonal low water and having an outlet to a fish stream;
 - D. Ponds or impoundments having a surface area of 0.5 acre or greater at seasonal low water;
 - E. Waters within the anadromous fish floor, see WAC 222-16-0301.
 - ii. The planning director may waive or modify the characteristics in (d)(i) of this subsection based on a report prepared by a qualified professional where:
 - A. Waters have confirmed, long term, naturally occurring water quality parameters incapable of supporting fish;
 - B. Snowmelt streams with short flow cycles that do not support successful life history phases of fish. These streams typically have no flow in the winter months and discontinue flow by June 1st; or

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C. Sufficient information about a geomorphic region is available to support a departure from the characteristics in (d)(i) of this subsection, as determined in consultation with the department of fish and wildlife, department of ecology, affected tribes, and interested parties.

e. Waters diverted for domestic use by more than 10 residential or camping units or by a public accommodation facility licensed to serve more than 10 persons, where the department determines the diversion is a valid appropriation of water. These waters shall be considered Type F Water upstream from the point of diversion for 1,500 feet or until the drainage area is reduced by 50 percent, whichever is less;

f. Waters diverted for use by a federal, state, tribal or private fish hatchery. These waters shall be considered Type F Water upstream from the point of diversion for 1,500 feet, including tributaries if highly significant for protection of downstream water quality. The department may allow additional harvest beyond the requirements of Type F Water classification if the department determines after a landowner-requested interdisciplinary team assessment that:

i. The management practices proposed by the landowner will adequately protect water quality for the fish hatchery; and

ii. The additional harvest within the riparian management zone meets the requirements of the water type classification that would apply in the absence of the hatchery;

g. Waters within a federal, state, local governmental entity, or private campground having more than 10 camping units. These are waters that enter a campground at the boundary of the park lands available for public use and come within 100 feet of a camping unit, trail or other park improvement;

3. *Type Np Water.* Those segments of natural waters within the bankfull width of perennial nonfish habitat streams. Perennial streams are flowing waters that do not go dry any time of a year of normal rainfall and include the intermittent dry portions of the perennial channel below the uppermost point of perennial flow. If the uppermost point of perennial flow cannot be identified with simple, nontechnical observations (see Washington Forest Practices Board Manual, Section 23), then said point shall be determined by a qualified professional selected or approved by the city.

4. *Type Ns Water.* Those segments of natural waters within the bankfull width of the defined channels that are not Type S, F, or Np Waters. These are seasonal, nonfish habitat streams in which surface flow is not present for at least some portion of a year of normal rainfall and are not located downstream from a Type Np Water. Type Ns Waters must be physically connected by an above-ground channel system to Type S, F, or Np Waters.

5. For purposes of this section:

a. "Residential unit" means a home, apartment, condominium unit or mobile home, serving as the principal place of residence.

b. "Camping unit" means an area intended and used for:

i. Overnight camping or picnicking by the public containing at least a fireplace, picnic table and access to water and sanitary facilities; or

ii. A permanent home or condominium unit or mobile home not qualifying as a "residential unit" because of part time occupancy.

c. "Public accommodation facility" means a business establishment licensed to serve the public, such as a restaurant, tavern, motel or hotel.

d. "Natural waters" only excludes water conveyance systems which are artificially constructed and actively maintained for irrigation.

e. "Seasonal low water" means the conditions of the seven-day, two-year low water situation, as measured or estimated by accepted hydrologic techniques.

f. "Bankfull width" for defined channels means a measurement over a representative section of at least 500 linear feet with at least 10 evenly spaced measurement points along the normal stream channel but excluding unusually wide areas of negligible gradient such as marshy or swampy areas, beaver ponds and impoundments. See the Washington Department of Natural Resources board manual section 23.

g. "Intermittent" means those segments of streams that normally go dry.

E. *Lakes*. Silver Lake shall be protected as required by the shoreline master program. All other lakes shall be subject to the regulations in this chapter.

19.37.520 FISH AND WILDLIFE HABITAT CONSERVATION AREAS - CRITICAL AREA REPORT ADDITIONAL REQUIREMENTS

In addition to the general critical area report requirements in EMC 19.37.110 and EMC 19.37.120, the following additional report requirements apply when a proposal is within or near a fish and wildlife habitat conservation area:

A. Goals and Additional Requirements. If a development or redevelopment is proposed on or within a distance which could impact habitats of primary association, significant biological areas, and/or vegetative corridors linking watersheds, as described in this title, the applicant shall provide a habitat assessment. In areas within the riparian habitat zone or special flood hazard area, a biological assessment is required. The biological assessment shall be prepared in accordance with Regional Guidance for Floodplain Habitat Assessment and Mitigation produced by FEMA Region 10, April 2011, or as amended. The biological assessment must demonstrate that any proposed development in the riparian habitat zone or the floodway, coupled with appropriate habitat conservation measures, does not adversely affect water quality, water quantity, flood volumes, flood velocities, spawning substrate, and/or floodplain refugia for listed salmonids.

If the habitat assessment/biological assessment determines that the proposed development could potentially adversely impact a fish and wildlife habitat conservation area, the applicant shall provide a habitat management plan (HMP) as described in this article, prepared by a wildlife biologist for

evaluation by the city, state and federal agencies. The HMP must address activities that can be taken to preserve, protect, or enhance the affected fish and wildlife habitat conservation areas. The HMP shall be based upon sound habitat management practices and be designed to achieve specific habitat objectives. If the habitat assessment finds that the proposed development could result in substantial elimination of or significant reduction in riparian corridors, existing connections between critical areas, or continuous vegetated corridors linking watersheds, the HMP must analyze alternatives and measures to maximize the maintenance of existing corridors. The city shall ask the appropriate resource agencies to review and comment on the development impacts and the provisions of the HMP.

1. *Distance for Habitats of Primary Association.*

a. *Salmonids and Steelhead.* When development is proposed within the distances specified below, a habitat assessment shall be required.

- (1) Within two hundred fifty feet of the Snohomish River or its estuary;
- (2) Within two hundred feet of a Type S or Type F stream or water including but not limited to North Creek or Swamp Creek together with tributaries with direct confluence to those streams and the associated wetlands, and marine shorelines;
- (3) Within one hundred fifty feet of Lake Chaplain;
- (4) Within two hundred twenty-five feet of a Type Np or Ns stream with unstable slopes within the special flood hazard area;
- (5) Within one hundred fifty feet of a Type Np or Ns stream without unstable slopes within the special flood hazard area; or
- (6) Within the special flood hazard area.

b. *Other Species.* If habitats of primary association are identified for other species, the director, after consulting with the Department of Fish and Wildlife, shall determine the appropriate distance from a designated fish and wildlife habitat conservation area which will require a habitat assessment or HMP.

c. *Continuous Vegetative Corridors Linking Watersheds and Significant Biological Areas.* If a development is proposed within an area that provides a continuous vegetative corridor linking watersheds or a significant biological area, a habitat assessment is required.

B. *Habitat Assessment.*

1. A habitat assessment may be integrated into another critical area study or provided as a separate report, provided the requirements of this subsection are met.
2. The habitat assessment shall be completed by a qualified professional with expertise and experience in preparing fish and wildlife critical area reports or biological assessments.

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3. The purpose of the assessment is to determine whether or not a fish or wildlife habitat conservation area identified in this title and any associated buffer are located on or adjacent to a proposed development, and whether the proposed development could potentially adversely impact the regulated fish or wildlife habitat area and affected species.
4. If an approved habitat assessment determines that no fish or wildlife habitat conservation areas identified in this title or associated buffers are present on or adjacent to the site, or that the proposal will not adversely impact those areas and/or affected species, then the fish and wildlife habitat area review will be considered complete.
5. If the habitat assessment determines that a fish or wildlife habitat conservation area identified in this title or associated buffers are present on or adjacent to the proposed development and that the proposal will potentially adversely impact those areas and/or affected species, an habitat management plan shall be prepared. The habitat management plan must identify all actions that could be taken and which are necessary to avoid reducing the likelihood that the species will maintain and reproduce over the long term and/or actions to maintain or enhance the significant features present.
6. The director may consult with the Department of Fish and Wildlife before accepting the habitat assessment as final, and if recommended by the Department of Fish and Wildlife may require preparation of an HMP.
7. The city may require that the applicant request a separate evaluation of the site by WDFW staff to confirm the findings of the habitat assessment.
8. The department shall review the habitat assessment and either:
 - a. Accept the habitat assessment as complete and include any recommended mitigation measures necessary to reduce impacts to the critical fish and wildlife habitat conservation areas or affected species as project requirements; or
 - b. Require preparation of an habitat management plan if the habitat assessment indicates potential unmitigated adverse impacts to the critical fish and wildlife habitat conservation areas or affected species.

C. *Habitat Management Plan.*

1. *Habitat Management Plan Submittal and Review Process.* The habitat management plan shall be prepared by a qualified professional who understands the habitat requirements for the affected species. The consultant must demonstrate such expertise to the satisfaction of the director, who may require resumes, work examples or other information demonstrating professional expertise on relevant habitat and/or fisheries issues. The city will meet with the consultant and direct preparation of the habitat management plan. The city must review and accept the habitat management plan as complete before issuing any approvals for the proposed development. In the event of a dispute regarding appropriate content in the habitat management plan, the city may require additional studies or additional supporting information as provided for by this chapter.

2. A biological assessment which meets the requirements of federal and state agencies may be accepted as meeting these requirements.
3. The habitat management plan shall be evaluated by city, state and federal agencies with permit jurisdiction or expertise, as required by this section, and the director shall consider all comments submitted by state and federal agencies, and require necessary revisions to the HMP, if any, prior to accepting the HMP as final.
4. The director shall condition approvals of activities allowed within or adjacent to a habitat conservation area or its buffers, as necessary to minimize or mitigate any potential adverse impacts to the habitat conservation area and affected species. Mitigation measures shall be based upon the analysis, conclusions, and recommendations contained in the habitat management plan. At a minimum, all requirements and mitigation measures necessary to avoid reducing the likelihood that the species will maintain and reproduce over the long term shall be required as permit conditions for the development proposal.

D. Compensatory mitigation for Impacts within the One-Hundred-Year Floodplain.

1. Compensatory mitigation must be provided for any effects to floodwater storage and fish habitat function within the one-hundred-year floodplain. Indirect adverse effects of development in the floodplain (effects to stormwater, riparian vegetation, bank stability, channel migration, hyporheic zones, wetlands, etc.) must be mitigated such that equivalent or better salmon habitat protection is provided.
2. The mitigation plan shall stipulate avoidance and conservation measures, as are needed to ensure that there is no net adverse effect during any phase of the project. Outside the floodway or riparian habitat zone, the mitigation plan shall include such avoidance, minimization, restoration, conservation or compensatory mitigation measures to mitigate all impacts.
3. Calculation of impacts and mitigation shall be performed in accordance with Planning Director Interpretation No. 2011-1, or as amended.
4. The following priorities for mitigation of impacts to fish habitat within the one-hundred-year floodplain shall be considered in the habitat assessment and mitigation plan, with the long-term goal of improving functions and values of fish habitat in the estuary over existing conditions:
 - a. Assignment (purchase) of equivalent mitigation credits from an established mitigation bank within the estuary;
 - b. Creation or restoration of the functions and values of fish habitat in an area that is available to fish more frequently than the habitat being impacted;
 - c. Creation or restoration of off-channel refuge habitat;
 - d. Restoration of fish habitat where it has been previously eliminated or degraded;
 - e. Enhancement of existing habitat to improve functions and values;
 - f. Buffer enhancement in riparian habitat areas;

- g. Replacement of the habitat functions and values that are impacted by development.
- 5. Also in accordance with RPA-3.A.3.b, where conditions permit, the city shall require development within the one-hundred-year floodplain to use low impact development (LID) methods consistent with the city's stormwater management regulations, to minimize or avoid stormwater effects.
- 6. All development proposals shall follow the mitigation sequence of EMC 19.37.100 to achieve no net loss of ecological functions and values.
- 7. When development occurs in floodplain areas, the portion of the site not elevated above the one-hundred-year flood elevation shall be designed to create floodplain refugia and prevent stranding of aquatic species during flood events to the maximum extent practicable.
- 8. Restoration of fish habitat either on site or off site is allowed in order to mitigate for habitat impacts caused by development within the floodplain. Restoration and mitigation for impacts may occur in areas which flood more frequently than the area proposed for development (e.g., tidal restoration project that provides greater habitat benefits to juvenile salmonids).
- 9. The city shall have the authority to require changes in the design of a development if necessary to avoid, minimize or mitigate impacts to endangered species or habitat for such species.

D. Additional Critical Area Report Content for Biological Assessments (BA). Biological Assessments must conform with 2010 FEMA Region X Regional Guidance - Floodplain Habitat Assessment and Mitigation. Refer to the requirements for habitat assessments in this subsection.

E. Additional Critical Area Report Content for Habitat Assessment and Habitat Management Plans (HMP).

- 1. *Habitat Assessment.* All habitat assessments required by this chapter shall include the following elements in addition to the general requirements for all critical area reports listed in this section:
 - a. A detailed description of the vegetation on and adjacent to the site.
 - b. Identification and a detailed description of any critical fish or wildlife species or habitats, including listed threatened or endangered species, as set forth in this chapter, on or adjacent to the site and the distance of such habitats or species in relation to the site. Describe efforts to determine the status of any critical species in the project area, including information on survey methods, timing, and results of surveys for species or suitable habitat identification.
 - c. Include any information received from biologists with special expertise on the species or habitat type, such as WDFW, Tribal, USFS, or other local, regional, federal, and university fish, wildlife and habitat biologists and plant ecologists. Include any such conversations in the habitat assessment and cite as personal communication.

Exhibit B

d. An assessment of the project's direct and indirect potential impacts and cumulative impacts on the subject habitat, including water quality impacts.

e. A discussion of potential mitigation measures that would avoid or minimize temporary and permanent impacts, proposed mitigation measures, contingency measures, and monitoring plans.

f. The city may require that the applicant request a separate evaluation of the site by WDFW staff to confirm the findings of the habitat assessment.

g. Developments in the floodplain must show the one-hundred-year flood elevation contour, the floodway boundary, and the protected area boundary on the site plan.

2. *Habitat Management Plan.* The director may require that all or a portion of the following be included in a habitat management plan:

a. A map drawn to scale or survey showing the following information:

i. All lakes, ponds, streams, wetlands and tidal waters on or adjacent to the subject property, including the name (if named), and ordinary high water mark of each, and the stream or wetland category consistent with the requirements of this chapter;

ii. The location and description of the fish and wildlife habitat conservation area on the subject property, as well as any potential fish and wildlife habitat conservation area within a distance of the subject property that may impact an affected species or habitat; and

iii. The location of any observed evidence of use by a species regulated by the provisions of the fish and wildlife habitat sections of this chapter.

b. An analysis of how the proposed development activities will affect the fish and wildlife habitat conservation area and any affected species including the potential direct, indirect, and cumulative effects of the proposed action on the regulated species and its habitat within the project area.

c. Provisions to reduce or eliminate the impacts of the proposed development activities on any fish and wildlife habitat conservation area and affected species. The habitat management plan should describe components of the project that may benefit or promote the recovery of listed species and are included as an integral part of the proposed project. These conservation (or mitigation) measures serve to minimize or compensate for project effects on the species under review. The following items should be addressed:

(1) Provide specific recommendations, as appropriate, to reduce or eliminate the adverse effects of the proposed activity. Potential measures include: timing restrictions for all or some of the activities; clearing limitations; avoidance of specific areas; special construction techniques; habitat management plan

conditions; replanting with native vegetation; potential of habitat enhancement (i.e., fish passage barrier removal); best management practices, etc.;

(2) Include a description of proposed monitoring of the species, its habitat, and mitigation effectiveness, for a minimum of five years.

d. The habitat management plan shall identify the specific habitat objectives the habitat management plan is designed to achieve and include recommendations regarding all actions taken which are necessary to avoid reducing the likelihood that the species will maintain and reproduce over the long term, and/or actions to maintain or enhance the significant features present

F. Stream, Lake, and Buffer Mitigation Plans. Stream, lake and buffer mitigation plans shall:

- a. Include a baseline study that quantifies the existing functions of the system, functions that will be lost, and the stream and buffer functions after mitigation;
- b. Specify how functions will be replaced;
- c. Specify when mitigation will occur relative to project construction and to the requirements of permits issued by other agencies;
- d. Where buffer enhancement is proposed, include an analysis of the ability of the buffer to protect water quality, as outlined in the Update on Wetland Buffers: The State of the Science, Final Report, October 2013, Washington State Department of Ecology Publication No. 13-06-11, or as amended;
- e. Include provisions for maintaining and monitoring the mitigated area on a long-term basis to determine whether the plan was successful;
- f. Include a contingency plan specifying what corrective actions will be taken should the mitigation not be successful; and
- g. Include provisions for an assurance device as provided by Chapter 19.40 EMC to ensure that work is completed in accordance with the mitigation plan and that restoration or rehabilitation is performed in accordance with the contingency plan if mitigation failure results within five years of implementation.

19.37.530 FISH AND WILDLIFE HABITAT CONSERVATION AREAS – STREAM AND LAKE BUFFER REQUIREMENTS

A. Stream Buffer Width. It is the goal of this chapter to preserve streams and their buffers in a natural condition to the maximum extent possible.

- 1. Buffers shall be measured from the ordinary high water mark as surveyed in the field. In braided channels and alluvial fans, the ordinary high water mark shall be determined so as to include the entire stream feature.
- 2. Stream buffers shall exclude functionally disconnected areas legally altered as described in EMC 19.37.530(H).

3. To maintain the integrity of the buffer, all principal buildings, as well as other structures and improvements shall maintain a setback from the buffer as specified in EMC 19.37.140.

4. The buffer widths required by this chapter presume the existence of a relatively intact native vegetated community including native tree cover, shrub understory and ground cover. If the existing stream buffer is unvegetated, sparsely vegetated, or vegetated with invasive species, the standard buffer width shall be restored or increased as required by this section unless otherwise provided.

5. Except as otherwise provided by EMC 19.37.050, the following buffers of native vegetation shall apply to streams based upon stream classification:

Table 37.5: Stream Buffers

Stream Classification (Type)	Standard Buffer	Increased Buffer
	Intact Native Vegetation	Unvegetated; Sparsely Vegetated; or Vegetated with Invasive Species
Type S	100 feet	150 feet
Type F	100 feet	150 feet
Type Np	100 feet	125 feet
Type Ns	100 feet	125 feet

B. *Stream Buffer Width Increase.* The city shall require increased buffer widths as necessary to protect streams when the stream is particularly sensitive to disturbance, or the development poses unusual impacts and the increased buffer width is necessary to protect the critical areas described in this subsection. Circumstances which may require buffers beyond minimum requirements include, but are not limited to, the following:

1. When the minimum buffer for a stream extends into an area with a slope of greater than twenty-five percent, the buffer shall be the greater of:
 - a. The minimum buffer for that particular stream; or
 - b. Twenty-five feet beyond the point where the slope becomes twenty-five percent or less;
2. The stream reach affected by the development proposal serves as critical habitat for listed species as determined by the city using information from resource agencies including, but not limited to, the Washington State Department of Fish and Wildlife, U.S. Fish and Wildlife Service, and recognized tribal nations;
3. The stream or adjacent riparian corridor is used by species listed by the federal government or the state as endangered, threatened, rare, sensitive, or monitored, or provides critical or outstanding actual or potential habitat for those species, or has unusual nesting or resting sites such as heron nesting colonies or raptor nesting or lookout trees;
4. The land adjacent to the stream and its associated buffer is classified as a geologically hazardous or unstable area;

5. Increased buffer width is necessary to effectively include the riparian corridor of the stream.

C. *Standard Stream Buffer Width Application with Enhancement.* The planning director may, using the review process as described in EMC Title 15, Local Project Review Procedures, apply the standard stream buffer width when the existing buffer is unvegetated, sparsely vegetated, or vegetated with nonnative invasive species and when buffer enhancement is provided per the following criteria.

1. The planning director shall only allow standard buffer width application to streams when the proposal includes a critical area and buffer enhancement plan that improves the functions of the buffer and the critical area in accordance with this chapter.

2. *Vegetative Buffer Standard.* The following vegetative buffer standards shall be met when applying the standard buffer to streams with vegetative enhancement:

- a. An average 80 percent aerial cover of native vegetation, composed of trees, shrubs, and ground cover with at least 20 percent tree cover and 20 percent shrub cover; and
- b. No more than 10 percent cover of invasive species.

D. *Riparian Wetland.* Any stream adjoined by a riparian wetland shall have the buffer which applies to the wetland, unless the stream buffer requirement is more protective, in which case the stream buffer requirement shall apply.

E. *Lake Buffers.* Lakes have the following buffers:

- a. Lakes used by salmonids: one hundred feet;
- b. Lakes with no salmonid use: one hundred feet.
- c. Lake buffers shall exclude functionally disconnected areas legally altered as described in EMC 19.37.530(H).

If a wetland or stream occurs along the fringe of a lake, the buffer shall be the greater of that required for the lake or for the wetland or stream.

F. *Buffers for Restored Stream Channels.* When a culverted portion of a stream is proposed to be restored to an open channel, the buffer width shall be determined by the director following review of a critical area study. The study must include an analysis of the buffer width necessary to protect water quality and habitat functions of the stream.

G. *Riparian Corridors.* When a development is proposed on a lot with a disturbed riparian corridor, the city shall require that the habitat be enhanced by creating more diversity and eliminating any source of degradation, including, but not limited to:

1. Vegetative plantings of native or preferred wildlife food species;
2. Construction of nesting islands or installation of nesting boxes;
3. Removal of pollutant sources, hard armoring, or fish movement blockages; or

4. Other actions necessary to enhance the viability of the riparian corridor for the benefit of wildlife habitat.

H. *Functionally Disconnected Buffer Areas*. Buffers may exclude areas that are functionally and effectively disconnected from a stream or lake by an existing public or private road or legally established development, as determined by the planning director. Functionally and effectively disconnected means that the road or other significant development blocks the protective measures provided by a buffer. Significant developments shall include built public infrastructure such as roads and railroads, and private developments such as homes or commercial structures. Examples of minor developments that do not fully block buffer functions include trails, minor accessory structures, paths, and driveways serving a single residence. The planning director shall evaluate whether the interruption will affect the entirety of the buffer. Individual structures may not fully interrupt buffer function. In such cases, the allowable buffer exclusion should be limited in scope to just the portion of the buffer that is affected. Where questions exist regarding whether a development functionally disconnects the buffer, or the extent of that impact, the planning director may require a critical area report to analyze and document the buffer functionality.

19.37.540 FISH AND WILDLIFE HABITAT CONSERVATION AREAS – BUFFER WIDTH AVERAGING FOR LAKES AND STREAMS

The city may allow buffer width averaging for lakes and streams when all of the following are met:

- A. No feasible alternatives to the site design could be accomplished without buffer averaging;
- B. The total area on the lot contained within the buffer after averaging is not less than the area required within the buffer without averaging;
- C. Averaging will not reduce the functions and values of the critical area or buffer as demonstrated by a critical area report from a qualified professional; and
- D. The adjusted minimum buffer width shall not be less than seventy-five percent of the required buffer width at any point.

19.37.550 FISH AND WILDLIFE HABITAT CONSERVATION AREAS – STREAM ALTERATION THRESHOLDS AND COMPENSATORY MITIGATION

A. *Stream Preservation/Alteration Thresholds*.

1. *Type S Streams*. All Type S streams shall be regulated by the city of Everett shoreline master program.
2. *Type F Streams*. All Type F streams shall be preserved. The city may only allow alteration of Type F streams under the following circumstances:
 - a. Where alteration is allowed pursuant to EMC 19.37.050;
 - b. *Stream Crossings*. Stream crossings are regulated by the Washington State Department of Fish and Wildlife (WDFW). Stream crossings shall only be permitted as provided by EMC 19.37.050 or to provide access to a lot or a substantial portion of a lot when no other feasible means of access exists. Use of common access points shall be required for abutting lots which have no other feasible means of access. Alteration for

the purpose of providing access shall be limited to the minimum number of stream crossings required to permit reasonable access. Bridging may be required when necessary to protect significant stream functions. If a culvert is allowed, the design and installation must be approved by WDFW;

c. When the proposal results in significant restoration of functions to the stream segment and the alteration is approved by the Washington State Department of Fish and Wildlife.

3. *Type Np and Type Ns Streams.*

a. Except as provided in this subsection, no alteration of a Type Np or Ns stream shall be allowed except as otherwise provided by EMC 19.37.050; or

b. The planning director may, using the review process described in EMC Title 15, Local Project Review Procedures, allow alteration or relocation of Type Np and Ns streams under the following conditions:

(1) Stream and buffer functions in the relocated/altered stream section must be equal to or greater than the functions provided by the stream and buffer prior to relocation/alteration;

(2) The equivalent base flood storage volume shall be maintained;

(3) There shall be no impact to local ground water;

(4) There shall be no increase in water velocity;

(5) There is no interbasin transfer of water;

(6) The relocation shall occur on site and shall not result in additional encumbrances on neighboring properties unless necessary easements and waivers are obtained from affected property owners;

(7) The relocation maintains or enhances existing connections to other critical areas and priority habitats.

c. *Stream Crossings.* Stream crossings are regulated by the Washington State Department of Fish and Wildlife (WDFW). Stream crossings shall only be permitted as provided by EMC 19.37.050 or to provide access to a lot or a substantial portion of a lot when no other feasible means of access exists. Use of common access points shall be required for abutting lots which have no other feasible means of access. Alteration for the purpose of providing access shall be limited to the minimum number of stream crossings required to permit reasonable access. Bridging may be required when necessary to protect significant stream functions. If a culvert is allowed, the design and installation must be approved by WDFW.

4. *Watershed Management Plans.* The city shall not allow relocation or alteration of any Type F stream located within an area where an adopted watershed management plan does not allow

for stream alteration or relocation, except when allowed by EMC 19.37.050, or to allow access to a lot or substantial portion of a lot when no other feasible means of access exists.

B. *Compensating for Stream Impacts.* Stream system and buffer alteration, when allowed by this chapter, shall be subject to the following requirements:

1. Each activity/use shall be designed so as to minimize overall stream system or buffer alteration to the greatest extent possible.
2. Construction techniques and field marking of areas to be disturbed shall be approved by the city prior to site disturbance to ensure minimal encroachment.
3. A mitigation plan shall be prepared in accordance with this section.
4. The city may require the applicant to rehabilitate a stream system and its buffer area by removing harmful debris, sediment, nonnative vegetation, or other material detrimental to the area, by replanting disturbed vegetation, by removing tightlined or culverted portions of a stream from pipes/culverts, or by other means deemed appropriate by the city. Rehabilitation or restoration may be required at any time that a condition detrimental to stream functions exists.
5. In approving alteration or relocation of a stream system or its buffer, the city may require that an area larger than the altered portion of the stream and its buffer be provided as compensatory mitigation for destruction of the functions of the altered stream system and to ensure that such functions are replaced.
6. When stream system relocation or compensatory mitigation is allowed, the city shall require that the stream relocation be completed prior to allowing the existing stream to be filled or altered.
7. The city may limit certain development activities near a stream to specific months in order to minimize impacts on water quality and wildlife habitat.
8. The city may apply additional conditions or restrictions, or require specific construction techniques, in order to minimize impacts to stream systems and their buffers.
9. Stream compensatory mitigation shall not occur in areas having high-quality terrestrial habitat.

C. *Voluntary Daylighting of Streams in Pipes and Culverts.*

1. To encourage daylighting of streams in pipes and culverts, the planning director may modify development standards as set out in subsection C.2 of this section when the applicant submits a plan for daylighting that meets the following criteria:
 - a. The plan is prepared by a qualified professional;
 - b. The ecological functions of the daylighted waters and adjacent area are improved so the new riparian corridor is compatible with and protects the ecological functions of the

Exhibit B

existing riparian corridor upstream and downstream and does not contribute to flooding; ecological functions include preventing erosion, protecting water quality, and providing diverse habitat; and

c. If the plan proposes daylighting the pipe or culvert in a different location on the parcel from its current location or off the parcel, the ecological functions required in subsection C.1.b of this section are provided as effectively as they would be without the relocation.

2. If the planning director finds the conditions in subsection C.1 of this section are met, the director may modify the following development standards. The modification shall be the minimum to provide sufficient area to meet the standards in subsection C.1 of this section and shall be in the following order of priority:

a. Yard and/or setback requirements on the property may be reduced, unless reducing them is injurious to safety.

b. The stream and adjacent buffer area may count toward required landscaping.

c. The stream and adjacent buffer area may count toward open space requirements of EMC 19.09.050.

d. Building heights may be increased.

e. Buffers widths and other development standards of this chapter may be reduced or modified as necessary to encourage enhancement of fish and wildlife conservation area functions and values.

STAFF MEMORANDUM

TO: Everett City Council
FROM: Yorik Stevens-Wajda, Planning Director
DATE: March 20, 2026
SUBJECT: Critical Areas Regulations Periodic Update

The city is updating its critical area regulations, primarily contained in Chapter [19.37](#) EMC, consistent with [state law requirements](#) (RCW [36.70A](#)). The planning commission recommends approval of the code amendments included in the proposed ordinance attached to this memo.

BACKGROUND

The Growth Management Act (GMA) of Washington State (RCW [36.70A](#)) requires local jurisdictions to designate and protect critical areas and to periodically review and update those regulations. See the [Department of Commerce Critical Areas Protection Program](#) for handbooks and other guidance documents.

Critical areas present in Everett that are subject to regulation include: **wetlands**; **streams** and other fish and wildlife habitat conservation areas; **frequently flooded areas**; and **geologically hazardous areas** (RCW [36.70A.030\(12\)](#)). The city maintains [critical area maps](#) and the [Map Everett online map viewer](#) to share information on where known critical areas exist in the city.

The City of Everett regulates critical areas under Everett Municipal Code (EMC) Chapters [19.30](#) (flood damage prevention) and [19.37](#) (critical areas) and provides definitions of these areas and key concepts in EMC [19.04](#). The city's first critical area regulations were adopted in 1991 (Ord. [1838-91](#)), with major updates in 2006 ([2909-06](#)) and 2019 (Ord. [3676-19](#)).

The Growth Management Act requires "special consideration" to conservation or protection measures necessary to preserve or enhance anadromous fisheries. Per WAC [365-195-925\(3\)](#), these include:

...measures that protect habitat important for all life stages of anadromous fish, including, but not limited to, spawning and incubation, juvenile rearing and adult residence, juvenile migration downstream to the sea, and adult migration upstream to spawning areas. Special consideration should be given to habitat protection measures based on the best available science relevant to stream flows, water quality and temperature, spawning substrates, instream structural diversity, migratory access, estuary and nearshore marine habitat quality, and the maintenance of salmon prey species.

A [Best Available Science \(BAS\) summary report](#) was completed in 2025 and provides a review of current best available science documents as prepared by qualified scientific experts and defined in WAC [365-195](#). The report documents scientific sources that will be used as the basis for revising the city's



development regulations. These sources were also used for comprehensive plan elements relating to critical areas.

SUMMARY OF PROPOSED UPDATES

The primary goals of the critical area regulations update are to address items identified in the recently-adopted comprehensive plan, the [Best Available Science Summary Report](#), updated Department of Ecology guidance ([Wetland Guidance for Critical Areas Ordinance Updates, October 2022](#)), updated Department of Fish & Wildlife guidance regarding stream buffers ([Volume 1: Science Synthesis and Management Implications \(Quinn et al. 2020\)](#) and [Volume 2: Management Recommendations \(Rentz et al. 2020\)](#)), [comments](#) from agencies and stakeholders, and to address staff recommended edits for clarity and consistency with the above.

Chapter 19.37 EMC Re-Organization

This major update presented an important opportunity to clarify and simplify code and reorganize Chapter 19.37 EMC into separate articles containing regulations and requirements for each type of critical area. The reorganization is intended to help with common issues encountered in development review, including missing submittal requirements, and will more closely match other local jurisdictions' critical area regulation structures.

See [Exhibit A to the November 4, 2025 Staff Memo](#) to the Planning Commission for a detailed guide to the reorganization. Because of the reorganization, track changes for Chapter 19.37 EMC is not possible in the ordinance itself and the chapter is presented instead as a complete repeal and replacement using exhibits to the ordinance. To help the reader follow the changes in track changes format, see Exhibit B to this memo, which presents the same code amendments proposed in the ordinance in track changes format and also highlights reorganizations in two ways:

- In the example below, a section on critical area reports is proposed for relocation in its entirety from 19.37.076 to 19.37.130.

26	and tot times.
27	19.37.076.130 Critical Area Reports—Alternative Best Available Science
28	Analysis:
29	The planning director may, using the review process described in EMC Title 15 Local Project Review Procedures

- In the example below, existing subsection EMC 19.37.075(C) regarding construction plans is proposed for relocation into a new section 19.37.150 as subsection (A).

37	protection will be provided.
38	19.37.150 Construction Plan Review
39	075(C). A. Construction Plans. Construction plans necessary to implement requirements of the detailed mitigation plan
40	shall be provided prior to issuance of construction permits. Plans shall include the proposed construction sequencing

Critical Areas Definitions (EMC 19.04.110)

This section of Chapter 19.04 EMC (definitions) defines specific terms to be applied and used in Chapter 19.37 EMC (Critical Areas). Definitions were added, removed, and revised to align with standardized definitions found in agency guidance documents and to best reflect terms used in Chapter 19.37.

Introduction (EMC 19.37.010-.060)

- Clarify exemptions, including emergency actions and drilling for utilities underneath critical areas.
- Exemptions and exceptions revised to clarify that no net loss of critical area functions and values may occur a result of the exemption or exception.



- Exemption for new accessory structures revised to one, up to 200 sq. ft., with one sq. ft. of legally altered buffer area restored for every one square foot of new structures, lawns and associated improvements.
- Relocate “expansions and additions to existing structures...” to exceptions rather than exemptions.
- Clarify exceptions including reporting requirements, “wetland exceptions” language, and reasonable use exception evaluation.
- Hazard Tree Removal: provide more information regarding tree risk assessment reports.
- Weed Removal: reference the Washington State Noxious Weed list. Add that removal is limited to hand tools and light equipment only unless otherwise approved.
- Worked with Surface Water Management staff to update and refine language around stormwater facilities and projects
- Remove 5’ and 8’ width limits for trails in critical areas and buffers, which conflicts with aspects of the city’s shoreline public access plan. These limits are to be reviewed when updating the critical area provisions of the city’s Shoreline Master Program.

Article I. Critical Area Review Procedures (EMC 19.37.100-.190)

- Refine and add clarifying language to several sections
- Relocate several sections to this Article for visibility
- Update critical area report requirements to require *narrative and supporting information describing how the applicable steps of the mitigation sequence of EMC 19.37.100 are proposed to be applied*
- Update 19.37.180 to address only unauthorized critical area alterations. Prior legal authorizations are addressed elsewhere in the chapter, including subsections on functionally disconnected buffers and vegetative buffer standards.

Article II. Geologically Hazardous Areas (EMC 19.37.200-.230)

- Add description and purpose section
- Add references to areas mapped by the Washington Geological Survey
- Add tsunami hazard areas to list of geologically hazardous areas
- Add more clarity to information to be included in geological assessments
- Relocate several sections of existing code language

Article III. Wetlands (EMC 19.37.300-.360)

- Add description and purpose section
- Update references to current federal wetland delineation manual, regional supplement, and wetland rating system
- Add delineation qualifications and mapping methods
- Remove definitions of wetland categories. Instead refer to the Washington State Wetland Rating System
- Relocate several sections including report requirements, mitigation plan content, buffer averaging
- Add text from Ecology guidance document for mitigation plan content and scaled map sheet content



- Modify and expand upon existing text in EMC [19.37.110\(A\)\(2\)](#) to provide clarity when a vegetated buffer is required to be enhanced and how a native vegetated community is evaluated.
- Limit invasive species in a vegetated buffer to 10% aerial coverage
- Reformat and rename the wetland buffer width tables and minimization measures for consistency with the other tables in the section and to more closely align with Ecology's preferred Buffer Option 1 and to correct an existing error (the row for estuarine wetlands is missing from the reduced buffer table)

WETLAND CATEGORY	WETLAND TYPE	HABITAT FUNCTION SCORES		
		3-5	6-7	8-9
		BUFFER WIDTHS (in feet)		
I	All including forested except those listed below	75-100	110-150	225-300
	Bogs	190-250	225-300	
	Estuarine	~~75~~ 150-200	~~110~~ 150-200	~~225~~ 150-200
II	All except estuarine	75-100	110-150	225-300
	Estuarine	110-150		
III		60-80	110-150	225-300
IV		40-50		

- Add section for clarity on functionally disconnected buffer areas
- Add sections regarding compensatory mitigation per Ecology draft language, interagency guidance, and Ecology comments
- Add "timing of compensatory mitigation" to reduce temporal loss in functions and to reduce impacts to existing fisheries, wildlife, and flora
- Revise wetland compensatory mitigation table content to match Ecology's tables
- Remove definitions of wetland mitigation banks and in-lieu fee programs. Refer to their state certification, instead
- Add sections for permittee-responsible mitigation per Ecology draft language

Article IV. Frequently Flooded Areas

- *This article refers to [EMC 19.30](#). Staff will be reviewing this chapter for consistency with development regulations and best available science*

Article V. Fish and Wildlife Habitat Conservation Areas (Streams)

- Add description and purpose section.
- Add definition of fish and wildlife habitat conservation areas required for designation per WAC
- Relocate several sections regarding mapping, goals and requirements, and report requirements
- Increase type N stream buffers from 50' to 100' where intact vegetation will be maintained or planted and from 75' to 115' where native vegetation will remain limited.

Stream Classification (Type)	Standard Buffer	Increased Buffer
	Intact Native Vegetation	Unvegetated; Sparsely Vegetated; or Vegetated with Invasive Species
Type S	100 feet	150 feet



Stream Classification (Type)	Standard Buffer	Increased Buffer
	Intact Native Vegetation	Unvegetated; Sparsely Vegetated; or Vegetated with Invasive Species
Type F	100 feet	150 feet
Type Np	~~50~~ <u>100</u> feet	~~75~~ <u>115</u> feet
Type Ns	~~50~~ <u>100</u> feet	~~75~~ <u>115</u> feet

- Change and clarify stream buffer reduction with enhancement to the application of a standard stream buffer with enhancement, using same vegetative buffer standards as in the wetland section
- Stream typing system updated
 - Drop categorical statement that certain streams are not Type F
 - Refer to WAC 222-16-03 for stream typing
- Allowing for buffer widths resulting from daylighting a piped stream to be reduced as part of daylighting a stream

REVIEW CRITERIA

Criteria for amending the development regulations (unified development code) include:

- The proposed amendment is consistent with the applicable provisions of the Everett comprehensive plan; and
- The proposed amendment bears a substantial relation to public health, safety or welfare; and
- The proposed amendment promotes the best long-term interests of the Everett community.

STATE ENVIRONMENTAL POLICY ACT

Staff have prepared an [environmental checklist](#) and have issued a [Determination of Non-Significance](#) (DNS) under the [State Environmental Policy Act](#).

PUBLIC PARTICIPATION

The outreach and public participation strategy for this work included:

- Maintaining a [project website](#) with regular status updates, a project library with planning commission documents, state agency guidance documents, and public comments received
- Public hearings in front of the planning commission (February 17, 2026) and city council (anticipated April 15, 2026); notices of public hearings provided to the planning public notice mailing list, neighborhood leaders list, SEPA mailing list, a mailing list of key organizations and interested parties, and the Everett Daily Herald.
- Formal state agency notice of intent to adopt in November 2025 (October 31, 2025 review draft) and March 2026 (March 20, 2026 proposed ordinance).

EXHIBITS

EXHIBIT A: Critical Areas-Related Comprehensive Plan Goals and Policies

EXHIBIT B: Proposed Amendments in Strikethrough Format



EXHIBIT A: CRITICAL AREAS-RELATED COMPREHENSIVE PLAN POLICIES

The Everett 2044 Comprehensive Plan is available at everettwa.gov/442/Comprehensive-Plan

Urban Form Element

- UF-4 Implement compact urban form development, sustainable building development practices, green infrastructure, low impact development, and active transportation systems to reduce greenhouse gas emissions, reduce natural hazard risks and impacts, and improve resilience to the effects of climate change.
- UF-41 Protect and connect the area's network of habitat areas and wildlife corridors, streams, parks, and tree canopy.
- UF-45 Collaborate with the Tulalip Tribes to protect significant shorelines and waters integral to tribal cultural practices and treaty resources.
- UF-46 Designate, classify, and regulate protection of the following types of critical areas, consistent with state law and state agency rules: fish and wildlife habitat conservation areas, wetlands, frequently flooded areas, and geologically hazardous areas.
- UF-47 Incorporate Everett's environmental assets as important resources and components of the City's infrastructure systems. Utilize the multiple benefits of the City's ecosystem services, including economic impacts, pollutant reduction potential, carbon sequestration and the reduction of stormwater runoff.
- UF-48 Ensure that the city achieves no-net-loss of ecological functions over time and strive for net ecological gain.
- UF-49 Preserve, enhance, and connect a network of habitat areas and corridors, creeks, shorelines, parks, and tree canopies. Where possible, provide for public access in critical areas and their buffers when these activities provide valuable educational or recreational opportunity and can be designed in a manner that results in no net loss of functions and values.
- UF-50 Use the best available science for managing critical areas and natural resources and allow for updates to code as new information becomes available.
- UF-51 Evaluate a program to retrofit existing roads with water quality and quantity stormwater system improvements to minimize pollution from roadway runoff to natural drainage systems and the waters of Puget Sound.
- UF-52 Maintain, and regularly update when new information becomes available, critical area maps providing general information regarding the location and classification of critical areas in the city.
- UF-53 Development proposals that may impact critical areas or their buffers must include a critical area analysis, report, and impact mitigation plan, prepared by a qualified professional.
- UF-54 Adopt building codes, construction standards, zoning requirements, inspection, monitoring, and enforcement procedures to protect life, property and critical areas functions and values.
- UF-55 Maintain a policy and regulatory approach that encourages net ecological gain and mandates an overall no net loss in functions, values, or area for aquatic resource critical areas.
- UF-56 Prohibit alteration of Category I wetlands; discourage alteration of Category II wetlands; and where wetland impacts are unavoidable, require that impacted functions and values be



Exhibit A

replaced and compensated for, ideally within the same watershed or sub-drainage basin by using a watershed approach.

- UF-57 Remove non-native invasive plants and noxious weeds from critical areas and associated buffers on City owned and maintained property and encourage removal on private property; revegetate with native species.
- UF-58 Require preparation of biological assessments to assess potential impacts of development on species listed as endangered or threatened and require preparation and implementation of a habitat management plan when development proposals would result in adverse impacts to fish, and wildlife habitat conservation areas.
- UF-59 Strictly limit the crossing of streams with streets or utilities.
- UF-60 Prohibit creating new fish passage barriers and provide incentives to remove existing artificial barriers. Removal of barriers should consider multi-benefit redesigns, such as facilitating pedestrian and wildlife passage.
- UF-60 Encourage removal of fish barriers to fisheries habitat of watercourses when abutting properties are developed.
- UF-61 Consider correcting the highest priority fish passage barriers to improve the conservation of Endangered Species Act-listed and non-listed salmonid and residential fish populations.
- UF-62 Protect riparian areas and ecosystems to reduce water temperatures and contribute to salmon recovery goals by protecting riparian areas, increasing shading, improving soil stability, adding large wood and nutrients to increase food for fish.
- UF-63 Restore riparian areas that lack vegetation or are dominated by invasive species to increase the diversity and complexity of native vegetative cover (a mix of native evergreen and deciduous trees, understory shrubs, groundcover).
- UF-64 Require appropriate replacement and/or snag retention when trees in critical areas and buffers are permitted for removal. Keep wood debris in critical areas and buffers.
- UF-65 Maximize retention of healthy tree cover and native vegetation. Encourage restoration, replacement, and enhancement of unhealthy trees and disturbed vegetation.
- UF-66 Piped stream segments should be daylighted during redevelopment where scientific analysis demonstrates that substantial habitat function can be restored.
- UF-67 Use the most current FEMA flood hazard modeling and maps as a basis for the city's flood control regulations and coordinate with the Tulalip Tribes as needed.
- UF-68 Require that development avoid and minimize adverse impacts to existing natural resources, critical areas, and shorelines by following codes and requirements prior to considering mitigation to compensate for project impacts.
- UF-69 Maintain effective construction management standards to be applied both during and after development that will prevent erosion, sedimentation, siltation, and damage to downhill and downstream properties.
- UF-70 Coordinate transportation and stormwater system planning in areas with unimproved or substandard rights of way to improve water quality, prevent localized flooding, enhance pedestrian safety and enhance neighborhood livability.



Exhibit A

- UF-71 Track and evaluate trends in watershed and environmental health using current and historical data and information to guide improvements in the effectiveness of City plans, regulations, and infrastructure investments.
- UF-72 Constrain development in areas with limited access to reduce risk from hazards.
- UF-73 Require geotechnical analysis for land use activities proposed within or adjacent to landslide, seismic and erosion hazards to determine the extent of hazard, potential impacts, and necessary mitigation measures to eliminate significant hazards. Prohibit or strictly limit development in areas where significant hazard cannot be avoided.
- UF-74 Develop hazard mitigation plans that reduce exposure of Everett's citizens to future disasters or hazards (e.g., flooding, earthquakes, winds).

Design and Development Element

- DD-66 Reduce the negative impacts of light pollution by encouraging lighting design and practices that reduce the negative impacts of light pollution, including sky glow, glare, energy waste, impacts to public safety, disruption of ecosystems, and hazards to wildlife.
- DD-67 Encourage development approaches that will enhance the ability of people, wildlife, natural systems, and property to withstand and recover from a natural disaster or other major disturbance

Housing Element

- HO-48 Minimize all resident's exposure to both natural and manmade environmental hazards and ensure that the city's housing policies and regulations do not perpetuate historical patterns of environmental racism.

Transportation Element

- TR-44 Promote street and trail alignments and designs that respond to topography and natural features, and protect streams, wildlife habitat, and native trees.

Parks and Recreation Element

- PA-28: Manage parklands to protect the functions and values of ecosystems, protect wildlife corridor, and to be compatible with adjacent land uses.

Climate Change Element

- CC-17 Promote the retention of significant trees during proposed development review with an emphasis on preserving trees in and near riparian areas.
- CC-24 Collaborate with the Tulalip tribe on the development and implementation of programs that protect, enhance, and restore ecosystems to support tribal sovereign and treaty rights and conserve culturally significant consumptive and non-consumptive resources including first foods, medicinal plants, and materials that could be adversely impacted by climate change.
- CC-25 When reviewing proposed developments, consider ecosystem services and climate mitigation functions provided by critical areas.



EXHIBIT B: PROPOSED AMENDMENTS IN STRIKETHROUGH FORMAT



Everett Critical Area Regulations
Periodic Update

MARCH 20, 2026

everettwa.gov/3354/2025-Critical-Area-Ordinance-Update



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CHAPTER 19.04 DEFINITIONS

19.04.110, Critical areas definitions

This section defines specific terms to be applied where used in Chapter 19.37 EMC.

“Agricultural activities, existing and ongoing” means those activities conducted on lands defined in RCW 84-34-020(2), and those activities involved in the production of crops and livestock, including but not limited to operation, maintenance and conservation measures of farm and stock ponds or drainage ditches, irrigation systems, changes between agricultural activities, and normal operation, maintenance or repair of existing serviceable structures, facilities or improved areas. Activities that bring an area into agricultural use are not part of an ongoing activity. An operation ceases to be ongoing when the area in which it was conducted is proposed for conversion to a nonagricultural use or has lain idle for a period of longer than five years, unless the idle land is registered in a federal or state soils conservation program.

“Alteration” means any human-induced action which impacts the existing condition of a critical area. Alterations include but are not limited to grading; filling; dredging; draining; channelizing; cutting, pruning, limbing or topping, clearing, relocating or removing vegetation; applying herbicides or pesticides or any hazardous or toxic substance; discharging pollutants; grazing domestic animals; paving, construction, application of gravel; modifying for surface water management purposes; compaction; excavation or any other human activity that impacts the existing vegetation, hydrology, wildlife or wildlife habitat of the critical area or its buffer. Alteration does not include walking, passive recreation, fishing or other similar activities.

“Best available science” means current scientific information used in the process to designate, protect, or restore critical areas, that is derived from a valid scientific process as defined by WAC 365-195-900 through 365-195-925.

“Best Management Practices (BMPs)” are conservation practices or systems of practices and management measures that:

- a) Control soil loss and reduce water quality degradation caused by high concentrations of nutrients, animal waste, toxics, or sediment;
- b) Minimize adverse impacts to surface water and ground water flow and circulation patterns and to the chemical, physical, and biological characteristics of wetlands;
- c) Protect trees, vegetation, and soils designated to be retained during and following site construction and use native plant species appropriate to the site for re-vegetation of disturbed areas; and
- d) Provide standards for proper use of chemical herbicides within critical areas.

“Biological assessment” is an evaluation of the potential effects of a proposed action on listed and proposed species and designated and proposed critical habitat and determination whether any such species or habitat is likely to be adversely affected by the action.

“Biologist” means a person who has earned a degree in biological sciences from a college or university, with practical experience that includes at least two years’ expertise in matters involving wetlands biology or stream ecology in the Pacific Northwest.

“Bog” See *Wetlands with special characteristics*



Exhibit B

“Buffer” or “Buffer area” means those areas, typically vegetated, adjacent to wetlands or other aquatic resources that can reduce impacts from adjacent land uses through various physical, chemical, and/or biological processes.

“Buffer management” means an activity proposed by a public agency, public utility, or private entity, and approved by the planning director, within a buffer required by this title, that is proposed to:

- A. Reduce or eliminate a verified public safety hazard;
- B. Maintain or enhance wildlife habitat diversity; or
- C. Maintain or enhance the fishery or other functions of stream, wetland, or terrestrial ecosystems.

“Carbon sequestration” means the process of capturing and storing atmospheric carbon dioxide through biologic, chemical, geologic, or physical processes.

“Compensatory mitigation” means the restoration (re-establishment or rehabilitation), establishment(creation), enhancement and/or in certain circumstances preservation of wetlands, streams, or critical areas for the purposes of offsetting unavoidable adverse impacts that remain after all appropriate and practicable avoidance and minimization has been achieved.

“Compensatory mitigation, in-kind” means the replacement of wetlands with substitute wetlands whose characteristics closely approximate those destroyed or degraded by a regulated activity.

“Compensatory mitigation, off-site” means the replacement of wetlands away from the site on which a critical area has been impacted.

“Compensatory mitigation, on-site” means the replacement of wetlands on or adjacent to the site on which a critical area has been impacted by a regulated activity.

“Compensatory mitigation, out-of-kind” means the replacement of wetlands with substitute wetlands whose characteristics do not closely approximate those destroyed or degraded by a regulated activity.

“Cowardin classification” means the classification system for wetlands developed in 1979 by the U.S. Fish and Wildlife Service and updated in 2013 that classifies wetlands based on water flow, substrate types, vegetation types, and dominant plant species.

“Creation” in the context of wetland mitigation means the manipulation of the physical, chemical, or biological characteristics present to develop a wetland that did not previously exist at an upland site. Creation results in a gain in wetland area and functions. A typical action is the excavation of upland soils to elevations that will produce a wetland hydroperiod and hydric soils, and support the growth of hydrophytic plant species.

“Credit-Debit Method” means a tool to provide applicants and regulators a way to determine whether actions taken to mitigate an impact to wetlands will adequately replace the functions and values lost. It is based on the Washington State Wetland Rating System.

“Critical area” means geologically hazardous areas, wetlands, lakes, ponds, streams, frequently flooded (flood hazard) areas, fish and wildlife habitat conservation areas, and critical aquifer recharge areas, as defined in Chapter 36.70A RCW and this title.

“Critical area protective covenant” means a covenant granted for the protection of a critical area and its buffer through the maintenance of the natural environment. The covenant prohibits alteration of the area unless approved by the city consistent with this Title and must be duly recorded on appropriate documents of title and filed with the Snohomish County auditor.



Exhibit B

“Critical area tract” means a legally created, nonbuilding lot containing a critical area which is subject to a critical area protective covenant and which shall be duly recorded on the appropriate documents of title and filed with the Snohomish County auditor.

“Critical aquifer recharge areas” means those areas with a critical recharging effect on aquifers used for potable water, including areas where an aquifer that is a source of drinking water is vulnerable to contamination that would affect the potability of the water, or is susceptible to reduced recharge.

“Critical habitat” means the term defined and used in the Endangered Species Act. It is specific geographic areas that contain features essential to the conservation of an endangered or threatened species and may require special management and protection. Critical habitat may also include areas that are not currently occupied by the species but are needed for its recovery.

“Culvert” means a water crossing structure that spans through a water course.

“Cumulative impacts” means the combined, incremental effects of human activity on critical area functions and values. Cumulative impacts result when the effects of an action are added to or interact with the effects of other actions in a particular place and within a particular time. It is the combination of these effects, and any resulting environmental degradation that should be the focus of cumulative impact analysis and changes to policies and permitting decisions.

“Development” means a land use consisting of the construction or exterior alteration of structures; grading, dredging, drilling, or dumping; filling; removal of sand, gravel, or minerals; bulkheading; driving of pilings; or any project of a temporary or permanent nature that modifies structures, land, wetlands, buffers, or shorelines and that does not fall within the allowable exemptions or exceptions contained in the City of Everett Municipal Code..

"Ecosystem functions" are the products, physical and biological conditions, and environmental qualities of an ecosystem that result from interactions among ecosystem processes and ecosystem structures. Ecosystem functions include, but are not limited to, sequestered carbon, attenuated peak streamflows, aquifer water level, reduced pollutant concentrations in surface and ground waters, cool summer in-stream water temperatures, and fish and wildlife habitats.

"Ecosystem values" are the cultural, social, economic, and ecological benefits attributed to ecosystem functions.

“Emergencies” mean those activities necessary to prevent an immediate threat to public health, safety, or welfare, or that pose an immediate risk of damage to private property and that require remedial or preventive action in a timeframe too short to allow for compliance with the requirements of the critical areas regulations.

“Enhancement” means the manipulation of the physical, chemical, or biological characteristics of a wetland, stream, or buffer to heighten, intensify, or improve specific functions. Enhancement results in the gain of selected functions but may also lead to a decline in other functions. Enhancement does not result in a gain in wetland or buffer.

“Erosion hazard areas” means those areas of the city with slopes of twenty-five percent and greater in Qva and Qal geologic units; exposed slopes of greater than twenty-five percent in other geologic units; and drainage areas which receive stormwater discharge. Erosion hazard areas include areas likely to become unstable, such as bluffs, steep slopes, and areas with unconsolidated soils.

“Establishment” See *Creation*



Exhibit B

"Fish habitat" or "habitat that supports fish life" means habitat, which is used by fish life at any life stage at any time of the year including potential habitat likely to be used by fish life, which could reasonably be recovered by restoration or management and includes off-channel habitat.

"Fish and wildlife habitat conservation areas" means an area of habitat that is necessary and suitable for maintaining individual species, species diversity, or biological diversity. Fish and wildlife habitat conservation areas include:

- A. Areas where endangered, threatened, and sensitive species have a primary association;
- B. Habitats and species of local importance, as determined locally;
- C. Commercial and recreational shellfish areas;
- D. Kelp and eelgrass beds; herring, smelt, and other forage fish spawning areas;
- E. Naturally occurring ponds under 20 acres and their submerged aquatic beds that provide fish or wildlife habitat;
- F. Waters of the state, as defined in RCW 90.48.020;
- G. Lakes, ponds, streams, and rivers planted with game fish by a governmental or tribal entity; and
- H. State natural area preserves, natural resource conservation areas, and state wildlife areas
- I. Significant biological areas listed by the city

Fish and wildlife habitat conservation areas do not include irrigation delivery systems, irrigation infrastructure, irrigation canals or drainage ditches within the boundaries or maintained by a port or irrigation district or company.

"Frequently flooded areas" means those lands in the floodplain which have at least a one percent or greater chance of flooding in any given year, or are within areas that flood due to high groundwater. These areas can include: streams, rivers, lakes, coastal areas, wetlands, and areas where high groundwater forms ponds on the ground surface. "Functions and values". See "Ecosystem Functions" and "Ecosystem Values" "Geologically hazardous areas" means areas susceptible to erosion, landslide, seismically induced soil failure, or other geological events as defined in Chapter 36.70A RCW and this chapter that are not suited to the siting of commercial, residential, or industrial development consistent with public health or safety concerns.

"Geologist" means a person who is licensed in the state of Washington under the provisions of Chapter 18.220 RCW and Chapter 308-15 WAC, and who has at least one year of practical experience in the Pacific Northwest.

"Habitat assessment" means a written report based on a site investigation process to evaluate the potential presence or absence of a regulated fish or wildlife species or habitat potentially affected by a development proposal, and containing an assessment of the potential impacts of the proposal on any regulated species or habitat subject to these regulations.

"Habitat management plan" means an activity proposed by a public agency or private entity, and approved by the planning director, within an area which may impact a fish and wildlife habitat conservation area to preserve, protect or enhance the fish and wildlife habitat conservation area.



Exhibit B

“Habitats and species of local importance” means those significant biological areas identified by the City; and priority habitats and species identified by the Washington State Department of Fish and Wildlife; and high quality ecological communities and systems and rare plants listed by the Washington State Department of Natural Resources.

“Hazard tree” means any tree that poses a threat to public safety, or poses an imminent risk of damage to private property. “Hazard tree” includes any tree that, under normal environmental conditions or in windstorms common to the Pacific Northwest, is likely to cause damage to a structure with frequent human use, including residential structures, a place of employment or public assembly, and other similar places, or damage to an approved public road or utility facility.

“Hydric soil” means a soil that is saturated, flooded or ponded long enough during the growing season to develop anaerobic conditions in the upper part. The presence of hydric soil shall be determined following the methods described in the Federal Manual for Identifying and Delineating Jurisdictional Wetlands.

“In-lieu fee (ILF) program” means an agreement between a regulatory agency (state, federal, or local) and a single sponsor, generally a public natural resource agency or non-profit organization. Under an in-lieu-fee agreement, the sponsor collects funds from individuals and/or entities required to conduct compensatory mitigation under a wetland regulatory program. The sponsor uses the funds pooled from multiple permittees to create one or more mitigation sites under the authority of the agreement to satisfy the permittees’ required mitigation.

“Lake” means a natural or artificially created permanent body of water with an average depth of six feet or greater and an area larger than twenty acres, as measured at the ordinary high water mark.

“Landslide” means episodic downslope movement of a mass of soil or rock that includes but is not limited to rock falls, slumps, mudflows, earth flows, and avalanches.

“Landslide hazard areas” means those areas of the city subject to a risk of landslide based on a combination of geologic, topographic, and hydrologic factors. They include any areas susceptible to landslide because of any combination of bedrock, soil, slope (gradient), slope aspect, structure, hydrology, or other factors.

“Low impact development (LID)” means a stormwater and land-use management strategy that tries to mimic natural hydrologic conditions by emphasizing the following techniques: conservation, use of on-site natural features, site planning, and distributed stormwater best management practices (BMPs) integrated into a project design.

“Mitigation sequence” means a prescribed order of steps taken to reduce the impacts of activities on wetlands, fish and wildlife habitat conservation areas, and buffers. As defined in WAC 197-11-768, mitigation means:

- A. Avoiding the impact altogether by not taking a certain action or parts of an action;
- B. Minimizing impacts by limiting the degree or magnitude of the action and its implementation, by using appropriate technology, or by taking affirmative steps to avoid or reduce impacts;
- C. Rectifying the impact by repairing, rehabilitating or restoring the affected environment;
- D. Reducing or eliminating the impact over time by preservation or maintenance operations during the life of the action;



Exhibit B

E. Compensating for the impact by replacing, enhancing, or providing substitute resources or environments; and/or;

F. Monitoring the impact and taking remedial action when necessary.

“Monitoring” means the collection and analysis of data by various methods for the purposes of understanding and documenting changes in natural systems and features, and including gathering baseline data, evaluating the impacts of development proposals on the biological, hydrologic and geologic elements of such systems, and assessing the performance of required mitigation measures.

“Native vegetation” means vegetation on a site or plant species which are indigenous to the area in question; or if the site has been cleared, species of a size and type that were on the site on the effective date of this title or reasonably could have been expected to have been found on the site at the time it was cleared.

“Non-federally regulated wetland” means a wetland that is not jurisdictional under the federal Clean Water Act. Sometimes referred to as “isolated wetlands,” these wetlands remain regulated under state and local laws and rules, whether or not they are protected by federal law.

“Normal rainfall” means that rainfall that is at or above the mean of the accumulated rainfall record, based upon the water year, for the city as recorded at the Seattle Tacoma International Airport, or other local rainfall recording station recognized by the city.

“Ordinary high water mark” means the mark that will be found by examining the channel bed and banks of a stream, lake or pond and ascertaining where the presence and action of waters are so common and usual, and so long maintained in all years of normal rainfall, as to mark upon the soil a character distinct from that of the abutting upland in respect to vegetation. In any area where the ordinary high water mark cannot be found, the ordinary high water mark adjoining salt water shall be the line of mean higher high tide and the ordinary high water mark adjoining fresh water shall be the line of mean high water. In braided channels and alluvial fans, the ordinary high water mark or substitute shall be measured so as to include the entire stream feature.

“Plant associations of infrequent occurrence” means one or more plant species on a landform type which, because of the rarity of the habitat or the species involved or both, or for other botanical or environmental reasons, do not occur frequently in Everett or Snohomish County.

“Pond” means an area permanently inundated by water in excess of six feet deep and less than twenty acres and larger than two thousand five hundred square feet in area as measured at the ordinary high water mark.

“Preservation” means the removal of a threat to, or preventing the decline of, wetland conditions by an action in or near a wetland. This term includes activities commonly associated with the protection and maintenance of wetlands through the implementation of appropriate legal and physical mechanisms (such as recording conservation easements and providing structural protection like fences and signs). Preservation does not result in a gain of wetland area and functions (but may result in a gain in functions over the long term).

“Priority area” means known limiting habitats (e.g., breeding areas) or areas that support a relatively high number of individuals (e.g., regular concentrations) identified in WDFW’s Priority Habitats and Species List.

“Priority habitats” mean, as defined by WDFW, habitat types or elements with unique or significant value to a diverse assemblage of species. A priority habitat may consist of a unique vegetation type (e.g.,



Exhibit B

shrub-steppe) or dominant plant species (e.g., juniper savannah), a described successional stage (e.g., old-growth forest), or a specific habitat feature (e.g., cliffs).

“Priority species” mean, as defined by WDFW, State Endangered, Threatened, Sensitive, and Candidate species; animal aggregations (e.g., heron colonies, bat colonies) considered vulnerable; and species of recreational, commercial, or tribal importance that are vulnerable.

“Project area” means all areas proposed to be disturbed, altered, or used by the proposed activity or the construction of any proposed structures. When the action binds the land, such as a subdivision, short subdivision, binding site plan, planned unit development, or rezone, the project area shall include the entire parcel, at a minimum.

“Protected area” means those lands that lie within the outermost boundary of the total area comprised by the floodway, the riparian habitat zone (as defined by FEMA’s 2013 Model Ordinance for Puget Sound) and the channel migration zone.

“Qualified professional” means ~~a certified professional scientist, a noncertified professional scientist with a minimum of five years of experience, or a professional who demonstrates sufficient expertise to the satisfaction of the planning director.~~ a person with experience and training in the applicable field who possesses a Bachelor of Science or Bachelor of Arts or equivalent degree in biology, engineering, fisheries, ecology, resource management, or related field, and who has at least two additional years of full-time, related work experience. A qualified professional for wetland delineations will also have completed additional wetland-specific training programs and/or have professional certificates or certifications. A qualified professional for geologic assessments or reports means an engineer or geologist licensed in the state of Washington, including: a licensed geologist, a licensed engineering geologist, or a licensed professional engineer with a certification in geotechnical engineering or at minimum of five years of experience evaluating geologically hazardous areas.

“Re-establishment” means the manipulation of the physical, chemical, or biological characteristics of a site with the goal of returning natural/historic functions and environmental processes to a former wetland. Re-establishment results in rebuilding a former wetland and results in a gain in wetland area and functions.

“Rehabilitation” means the manipulation of the physical, chemical, or biological characteristics of a site with the goal of repairing natural/historic functions and environmental processes to a degraded wetland. Rehabilitation results in a gain in wetland function, but does not result in a gain in wetland acres.

“Reasonable use” or “reasonable economic use” means a legal concept that has been articulated by federal and state courts in regulatory takings cases.

“Repair or maintenance” means an activity that restores the character, scope, size, and design of a serviceable area, structure, or land use to its previously authorized and undamaged condition. Activities that change the character, size, or scope of a project beyond the original design and drain, dredge, fill, flood, or otherwise alter critical areas are not included in this definition.

“Restoration” means measures taken to restore an altered or damaged natural feature, including:

- (a) Active steps taken to restore damaged wetlands, streams, protected habitat, or their buffers to the functioning condition that existed prior to an unauthorized alteration; and
- (b) Actions performed to re-establish structural and functional characteristics of a critical area that have been lost by alteration, past management activities, or catastrophic events.



Exhibit B

“Riparian corridor” means a perennial, intermittent, ephemeral stream or swale including its channel bottom, lower and upper banks, and area beyond the top of the upper bank which influences the stream through shading and organic matter input, and is influenced by the presence of water, particularly in regard to plant composition. The riparian corridor is the transitional area between aquatic and upland ecosystems and does not necessarily include the entire floodplain of a stream.

“Salmonid” means a member of the fish family Salmonidae. In the city these include Chinook, coho, chum, sockeye and pink salmon; cutthroat, brook, brown, rainbow and steelhead trout; and Dolly Varden, kokanee and char.

“Seismic hazard areas” means those areas of the city subject to severe risk of damage as a result of earthquake induced ground shaking, slope failure, settlement or subsidence, soil liquefaction, surface faulting, debris flows, lahars, or tsunamis. Settlement and soil liquefaction conditions occur in areas underlain by cohesionless soils of low density, typically in association with a shallow groundwater table.

“Service area” means The geographic area within which impacts can be mitigated at a specific mitigation bank or an in-lieu fee program, as designated in its instrument.

“Significant biological areas” means the following areas of the city:

- A. Plant associations of infrequent occurrence;
- B. Those areas listed in the 1981 SEPA Resource Inventory as significant biological areas, which are:
 - 1. Maulsby Swamp;
 - 2. Kasch Park (Bomarc) Bog;
 - 3. Simpson Lee site Category I wetlands;
 - 4. Narbeck Swamp;
 - 5. Jetty Island.

“Species, listed” means any species listed under the federal Endangered Species Act or state endangered, threatened, and sensitive, or priority lists (see WAC 220-610-110 or current “Priority Habitat and Species List,” Washington Department of Fish and Wildlife).

“Steep slopes” means any ground that rises ten feet or more for every twenty-five feet of horizontal distance, thus having a grade of forty percent or steeper. A slope is delineated by establishing its toe and top:

- 1. “Toe” of a steep slope is the lowermost limit of the area where the ground surface rises ten feet or more vertically within a horizontal distance of twenty-five feet.
- 2. “Top” of a steep slope is a distinct, sharp break in slope which separates slopes inclined at less than forty percent from slopes equal to or greater than forty percent. Where no distinct break in slope exists, the top of the steep slope shall be the uppermost limit of the area where the ground surface drops ten feet or more vertically within a horizontal distance of twenty-five feet.

“Stream” means those areas where naturally occurring surface waters flow sufficiently to produce a defined channel or bed which demonstrates evidence of the passage of water including, but not limited to, bedrock channels, gravel beds, sand and silt beds and defined-channel swales. A “defined channel or bed” means a watercourse that is scoured by water or contains deposits of mineral alluvium. The channel or bed need not contain water during the entire year. Streams do not include watercourses which were created entirely by artificial means, such as irrigation ditches, canals, roadside ditches or



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storm or surface water run-off features, unless the artificially created watercourse contains salmonids or conveys a stream that was naturally occurring prior to the construction of the artificially created watercourse.

“Stream channel bottom” means the submerged portion of the stream cross-section which is totally an aquatic environment. The channel bottom may be seasonally dry.

“Stream, Type F” means those streams defined in WAC 122-16-030, Water Typing System, as Type F water.

“Stream, Type Np” means those streams defined in WAC 122-16-030, Water Typing System, as Type Np water.

“Stream, Type Ns” means those streams defined in WAC 122-16-030, Water Typing System, as Type Ns water.

“Stream, Type S” means those streams defined in WAC 122-16-030, Water Typing System, as Type S water.

“Temporal loss” means ~~the time lag between the loss of wetland functions caused by the permitted or unpermitted impacts and the replacement of wetland functions at the compensatory mitigation site~~ the time lag between the loss of aquatic resource functions caused by the permitted or unpermitted impacts and the replacement of aquatic resource functions at the compensatory mitigation site, as defined in the 2008 Federal Mitigation Rule. Higher compensation ratios may be required to compensate for temporal loss. When the compensatory mitigation project is initiated prior to, or concurrent with, the permitted impacts, the permitting agencies may determine that compensation for temporal loss is not necessary, unless the resource has a long development time.

“Thermal refugia” means sites within a landscape that are relatively protected from temperature extremes and warming trends.

“Unavoidable impacts” mean adverse impacts that remain after all appropriate and practicable avoidance and minimization has been achieved.

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“Unstable soils” means soils which by their physical nature are not suitable to support buildings, roads, utilities or other manmade development related improvements, or which have the potential for slope failure, erosion, or subsidence. Unstable soils include, but are not limited to, those areas defined as landslide hazard areas, erosion hazard areas, and seismic hazard areas, or other soils which have been determined by the public works director or the building official to be unsuitable for building foundations or structural support.

“Watershed approach” means an analytical process for making compensatory mitigation decisions that support the sustainability or improvement of wetlands in a watershed. It involves consideration of watershed needs, and how locations and types of compensatory mitigation projects address those needs. A landscape perspective is used to identify the types and locations of compensatory mitigation projects that will benefit the watershed and offset losses of wetland functions and services caused by authorized activities. The watershed approach may involve consideration of landscape scale, historic and potential wetland conditions, past and projected wetland impacts in the watershed, and terrestrial connections between wetlands when determining compensatory mitigation requirements.



“Wetland delineation” means the method used to establish the existence (location) and physical limits (size) of a wetland for purposes of federal, state, and local regulations.

“Wetland, estuarine” See *Wetlands with special characteristics* “Wetland mitigation bank” or “mitigation bank” means a site or suite of sites where resources are restored, created, enhanced, and/or preserved, for the purpose of providing compensatory mitigation for impacts. In general, a mitigation bank sells compensatory mitigation credits to permittees whose obligation to provide compensatory mitigation is then transferred to the mitigation bank sponsor. The operation and use of a mitigation bank are governed by a mitigation banking instrument.

“Wetland mosaic” means an area with a concentration of multiple small wetlands, in which each patch of wetland is less than one acre; patches are less than 100 feet from each other; and areas delineated as wetland are more than 50 percent of the total area of the entire mosaic, including uplands and open water.

“Wetland” or “Wetlands” means areas that are inundated or saturated by surface water or groundwater at a frequency and duration sufficient to support, and that under normal circumstances do support, a prevalence of vegetation typically adapted for life in saturated soil conditions. Wetlands generally include swamps, marshes, bogs, and similar areas. Wetlands do not include those artificial wetlands intentionally created from nonwetland sites, including, but not limited to, irrigation and drainage ditches, grass-lined swales, canals, detention facilities, wastewater treatment facilities, farm ponds, and landscape amenities, or those wetlands created after July 1, 1990, that were unintentionally created as a result of the construction of a road, street, or highway. Wetlands may include those artificial wetlands intentionally created from nonwetland areas created to mitigate conversion of wetlands.

“Wetlands, forested” See *Wetlands with special characteristics*.

“Wetlands, riparian” means those wetlands that generally occur within a riparian corridor that is contiguous to or has a surface hydrologic connection with a stream. Wetlands formed by hillside seeps that are not hydrologically affected by water in a nearby stream are not riparian wetlands. However, wetlands on a hillside may be riparian wetlands if adjacent to a stream that flows down the hillside.

“Wetlands with special characteristics” mean bogs, estuarine wetlands, forested wetlands, interdunal wetlands, wetlands in coastal lagoons, and Wetlands of High Conservation Value. Detailed information about these individual wetland types is found in the Washington State Wetland Rating System for Western Washington: 2014 Update, Version 2.0 (Ecology Publication #23-06-009), or as revised.

CHAPTER 19.37 CRITICAL AREAS

Introduction

19.37.010 User guide

Many areas of Everett have been or may become designated, identified, inventoried, classified or rated as critical areas by the city or other public agencies. This chapter establishes regulations for development within or near all critical areas. If you are interested in developing property identified as containing or adjacent to steep slopes, lakes, streams, marine waters, wetlands, springs, erosion hazard areas, landslide hazard areas, seismic hazard areas, or other unstable soil conditions, you should read this chapter. This chapter contains more stringent requirements than other provisions within this title for affected properties. These regulations supersede any less restrictive requirements contained elsewhere in this title. No action may be undertaken by any person which results in any alteration of a critical area or its buffer unless such alteration complies with the requirements of this chapter. Alteration includes the terms “use” and “development” as defined in this title, and includes any



modification of the natural environment of critical areas or their buffer including any clearing, grading, filling and/or excavation. Certain exceptions to the requirements of this chapter are listed in EMC 19.37.050.

19.37.020 Purpose and Goals

It is the short-term goal of this chapter that there be no net loss of the functions and values of all critical areas regulated by this chapter. An additional goal is no net loss of wetland acreage. The long-term goal is a net gain in functions and values.

The purpose of this chapter is to designate, classify and protect the critical areas in and the functions and values of critical areas the Everett community by establishing standards for development and use of properties which contain or adjoin critical areas and thus protect the public health, safety, and welfare by:

- A. Preserving, protecting, and restoring critical areas and their ecological functions and values by regulating development within such areas and their buffers;
- B. Mitigating unavoidable adverse impacts to critical areas by regulating alterations in and adjacent to critical areas;
- C. Protecting the public from personal injury, loss of life, or property damage due to flooding, erosion, landslides, seismic events, or soil subsidence;
- D. Avoiding publicly financed expenditures to correct misuses of critical areas, which may cause:
 - 1. Unnecessary maintenance and replacement of public facilities,
 - 2. Publicly funded mitigation of avoidable impacts,
 - 3. Public costs for emergency rescue and relief operations where the causes are avoidable, or
 - 4. Degradation of the natural environment;
- E. Protecting and enhancing unique, sensitive, and valuable elements of the environment, including fish and wildlife habitat;
- F. Alerting appraisers, assessors, builders, developers, owners, real estate agents, potential buyers or lessees, and other members of the public to the presence of critical areas and the respective development limitations of such areas;
- G. Providing city officials with sufficient information, direction and authority to protect critical areas when evaluating public or private development proposals;
- H. Implementing the policies of the Growth Management Act, State Environmental Policy Act, Chapter 43.21C RCW, Chapter 19.43 EMC, the city's comprehensive plan, and all updates and amendments, functional plans and other land use policies formally adopted or accepted by the city; and
- I. Providing for the maintenance and enhancement of solar access, and/or elimination of future potential hazards or nuisances while protecting critical area functions and values.

19.37.030 Applicability

A. This chapter establishes regulations for the protection of critical areas and applies to all lands, all land uses and development activity, and all structures or facilities, whether or not a permit or authorization is required, and shall apply to every person, firm, partnership, corporation, group, government agency, or other entity that owns, leases or administers land within the city. No person, company, agency, or applicant shall alter a critical area or buffer except as consistent with the purposes



and requirements of this chapter. No alteration of a critical area may occur until the city has issued all approvals required by this chapter. By way of example and not limitation, no development permit may be issued; no subdivision of land may be approved; no clearing, filling, or grading may occur; nor may any use be established, altered, or expanded on any lot until approvals required by this chapter have been granted by the city.

B. For development proposals on properties within shoreline jurisdiction, the shoreline master program applies in addition to the regulations contained in this chapter.

C. When any provision of this chapter or any existing easement, covenant, or deed restriction conflicts with this chapter, that which provides more protection to the critical area applies.

D. In addition to the requirements of this chapter, the applicant shall obtain all necessary state, federal and other local permits.

19.37.040 Protection of Critical Areas

A. On all lots containing or within three hundred feet of critical areas, the following features and their buffers shall not be altered or developed except as otherwise permitted by this chapter:

1. Areas of special flood hazard (if located in a designated floodplain, also see Chapter 19.30 EMC);
2. Wetlands;
3. The following geologically hazardous areas:
 - a. Erosion hazard areas;
 - b. Landslide hazard areas;
 - c. Seismic (liquefaction) hazard areas;
4. Fish and wildlife habitat conservation areas, including streams/riparian areas, lakes, marine waters, habitats of primary association, continuous vegetative corridors linking watersheds, and significant biological areas as defined in this title;
5. Ground water discharge areas, such as springs and seeps.

B. All actions must be designed and constructed in accordance with mitigation sequencing per EMC 19.37.100 to achieve no net loss of critical area functions and values.

19.37.045 Ground Water Discharge Areas—Seeps and Springs

Lots which contain or are affected by springs, seeps or ground water discharge areas shall be evaluated to determine the relationship the discharge has on geologically hazardous areas, wetlands, and fish and wildlife habitat conservation areas. An analysis of such features shall be included in the application for development of the subject property. The city may allow modification of such features consistent with the provisions of this chapter related to critical areas, as applicable.

19.37.050 Exemptions and Exceptions

Certain activities are exempt from the requirements of this chapter, while other activities which are regulated by this chapter may be granted specific exceptions or an administrative modification. This section lists the activities which are exempt from the regulations of this chapter, the exceptions which may be granted to the requirements of this chapter, and the administrative modifications which can be granted to the requirements of this chapter.



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All activities or developments which are exempted, excepted, or granted modifications shall use reasonable methods to avoid and minimize potential impacts to critical areas and buffers, including use of any applicable best management practices. Such activities or developments which are exempted, excepted, or granted modifications shall not be exempt from other laws or permit requirements which may be applicable.

The burden of proof is on the applicant to provide sufficient evidence to the city the activity meets the precise description of the exemption or exception.

A. *Exemptions.* The following are exemptions to the provisions of this chapter due to having no environmental impact, being temporary in nature, or are an emergency; however, the exemptions listed in this section may not be exempted from other state or federal regulations or permit requirements. An exemption does not give permission to degrade a critical area or ignore risk from natural hazards. Any damage to, or alteration of, a critical area or an associated buffer shall be restored, rehabilitated, or mitigated at the expense of the property owner. Soil stabilization and erosion control shall be completed immediately after vegetation removal. Unless otherwise specified below, other restoration or rehabilitation shall be completed within 60 days of the damage or alteration, unless otherwise approved by the planning director.

1. *Exempted Actions.*

- a. Emergency actions, which are activities necessary to prevent an immediate threat to the public health, safety or welfare or that pose an immediate risk of damage to private property and that require remedial or preventative action in a timeframe too short to allow for compliance with the requirements of the critical areas regulations, as verified by the city. Emergency actions that create an impact to a critical area or its buffer shall use reasonable methods to address the emergency with the least possible impact to the critical area and/or its buffer. Once the immediate threat has been addressed, any adverse impacts on critical areas shall be minimized and mitigated within one year of the end of the emergency.
- b. Existing and ongoing agricultural activity occurring prior to and since January 13, 1990; provided, however, at such time as the property ceases to be used for agricultural activities and a development activity is proposed, the property shall be brought into compliance with the provisions of this chapter; and further provided, that existing ditches and drain tiles are not expanded in a manner that will drain wetlands in existence as of the date this chapter becomes effective. This exemption does not apply to filling or alteration of wetlands not in agricultural use as of January 13, 1990. The city encourages the use of best management practices or farm conservation plans to reduce impacts of agricultural practices on critical areas.
- c. Normal and routine maintenance of legally constructed irrigation and drainage ditches; provided, that this exemption shall not apply to any ditches used by fish.
- d. Normal and routine maintenance of agricultural ponds, livestock watering ponds and fish ponds; provided, that such activities shall not involve the conversion of any wetland or stream not used for such purposes prior to and since January 13, 1990.
- e. Normal and routine maintenance of entirely artificial structures or wetlands intentionally constructed by humans from upland areas for purposes of stormwater drainage or water quality control, or ornamental landscape ponds, which are not part of a mitigation plan required by this chapter.



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f. The following water, sewer, storm drainage, electric, natural gas, cable communications, and telephone utility-related activities, and maintenance of public streets and public park facilities when the activity does not expand the footprint of the facility or encroach further into the critical area, does not impact a fish or wildlife habitat conservation area, and when undertaken pursuant to best management practices to minimize impacts to critical areas and their buffers:

(1) Normal, routine, and emergency maintenance or repair of existing, legally established public or private utility structures or rights-of-way, including vegetation management;

(2) Installation, construction, or modification in improved street rights-of-way and replacement, operation or alteration of the following facilities:

(A) Natural gas, cable communications, telephone facilities, water and sewer lines, pipes, mains, equipment or appurtenances;

(B) Electric facilities, lines, equipment or appurtenances, not including substations, with an associated voltage of fifty-five thousand volts or less;

(C) Drilling for utilities/utility corridors under a wetland, with entrance/exit portals located completely outside of the wetland buffer, provided that the drilling does not alter the ground water connection to the wetland or percolation of surface water down through the soil column. Specific studies by a hydrologist are necessary to determine whether the ground water connection to the wetland or percolation of surface water down through the soil column will be altered. Trenching is not allowed by this provision.

(3) Normal and routine maintenance or repair of public streets, state highways, and public park facilities, including vegetation management. Maintenance and repair does not include any modification that changes the character, scope, or size of the original structure, facility, or improved area, nor does it include construction of a maintenance road or the dumping of maintenance debris.

g. Forest practices on city-owned watershed property located in remote areas not contiguous to the Everett corporate boundaries, undertaken in accordance with the requirements of the State Department of Natural Resources.

h. Minimal soil disturbance for site investigative work necessary for land use application submittals such as surveys, soil logs, percolation tests and other related activities including educational research activities that do not result in altering the structure or functions of the critical area. Disturbed areas shall be immediately restored.

i. Conservation measures intended to preserve soil, water, vegetation, fish and other wildlife and their associated habitat that do not involve adversely impacting the structure or functions of the critical area.

j. Routine maintenance of existing, legally-established landscaping and fencing including removal of invasive vegetation, that does not involve grading, excavation or filling.



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k. Modification to existing structures. Legally constructed structures and improvements in existence on January 13, 1990, that do not meet the buffer requirements of this chapter may be remodeled, reconstructed, or replaced; provided, that the new construction or related activity does not further alter or increase the impact to the critical area or buffer as a result of the proposed modification. For structures that are damaged or destroyed as a result of flood, fire or act of nature, restoration work shall be initiated by the applicant within one year of the date of damage or destruction, as evidenced by issuance of a valid building permit. The work authorized by such permit must be completed within the term of the permits issued by the city, which includes any written extensions.

B. *Exceptions.* All exceptions must be approved by the city through the review process listed in EMC Title 15 prior to the exception applying. The following activities include exceptions to certain requirements of this chapter; however, unless otherwise noted the exceptions listed in this section still require compliance with the other requirements of this chapter, except as allowed by the exception. The exception may not be exempted from other state or federal regulations or permit requirements. Any damage to, or alteration of, a critical area or an associated buffer shall be restored, rehabilitated, or mitigated at the expense of the property owner.

1. New accessory structures up to two hundred square feet. Where structures, lawns and associated improvements have been legally established within a buffer area, new structures and additions to existing structures up to two hundred square feet may be permitted within the improved portion of the buffer as follows:

- a. The two-hundred-square-foot limit shall include all associated improvements such as walkways or other impervious areas;
- b. The new structure or addition shall be placed within the outer fifty percent of a legally altered critical area buffer;
- c. The new structure or addition maintains a minimum setback of ten feet from the critical area;
- d. A minimum of one square foot of legally altered buffer area is restored for every one square foot of new structures, lawns and associated improvements;
- e. A critical area covenant is recorded;
- f. A habitat assessment is completed as required by this chapter;
- g. A fence and critical area signage are provided to identify and protect the newly established buffer area;
- h. Only one such exception per site or property is allowed; and
- i. A critical area report may be required.

2. Expansion. For a legally established structure, the expansion or replacement, including any expansion of a legally established accessory structure allowed does not increase the footprint of the structure and all other structures by more than one thousand square feet, provided the following:

- a. The location of the expansion has the least adverse impact on the critical area;



- b. To the maximum extent practical, the expansion or replacement is not located closer to the critical area and is located on the side of the structure opposite the critical area;
- c. Mitigation for project impacts is provided; and
- d. The structure was not established as the result of variance, buffer averaging, buffer reduction, or reasonable use exception; Expansions and additions shall not further encroach into a critical area or the portion of the required buffer between the critical area and existing improvements. Expansions within the critical area or buffer shall be limited to a maximum of one thousand square feet of impervious surface. To the extent feasible based on site-specific conditions, expansions shall result in no additional hydrologic impacts from stormwater runoff by using techniques such as low impact development. Remodeling, reconstruction, and expansions shall be subject to all other requirements of the zoning code.

3. *Wetland Exception.* Wetlands that meet the following criteria are not subject to the avoidance and minimization requirements of the mitigation sequence of EMC 19.37.100 in accordance with the following provisions, and they may be filled if the impacts are fully mitigated based on the remaining actions in the mitigation sequence. Impacts should be mitigated through the purchase of credits from a mitigation bank or in-lieu fee program, if available, consistent with the terms and conditions of the bank or program. In order to verify whether the following criteria are met, it is essential that a critical area report for wetlands meeting the requirements of this chapter be submitted. It is the applicant's responsibility to provide a determination by a qualified professional whether the wetland is a non-federally regulated wetland.

a. All category IV, non-federally regulated wetlands less than four thousand square feet that meet all of the following criteria:

- (1) Are not associated with riparian areas or their buffers;
- (2) Are not associated with shorelines of the state or their associated buffers;
- (3) Are not part of a wetland mosaic;
- (4) Do not score six or more points for habitat function based on the Washington State Wetland Rating System for Western Washington: 2014 Update, Version 2.0 (Ecology Publication No. 23-06-009, or as revised and approved by Ecology); and
- (5) Do not contain a priority habitat or a priority area for a priority species identified by the Washington Department of Fish and Wildlife, and do not contain federally listed species or their critical habitat.

b. Category IV, non-federally regulated wetlands less than one thousand square feet that meet all of the above criteria and do not contain federally listed species or their critical habitat are exempt from the buffer provisions contained in this chapter.

4. The following actions may be required to provide a habitat assessment or biological assessment under EMC 19.37.520, FWHCAS – Critical Area Report Additional Requirements. If the application of this chapter would prohibit or unreasonably restrict the ability to provide necessary utilities or infrastructure improvements, a development proposal by a public agency or a utility to construct utility facilities for the conveyance of water, sewage, storm drainage,



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electricity, natural gas, cable or telecommunications, or the construction of streets and highways, the agency or utility may request an exception. Such a request shall be reviewed using the review process described in EMC Title 15, Local Project Review Procedures. The city may approve, or approve with modifications, such a request only when the following findings are made:

- a. The application of this chapter would prohibit or unreasonably restrict the ability to provide necessary utilities or infrastructure improvements or maintenance;
- b. There is no other reasonable alternative to the proposed development with less impact on the critical area;
- c. The proposal mitigates impacts on the critical areas;
- d. The proposal does not pose an unreasonable threat to the public health, safety, or welfare on or off the development proposal site; and
- e. The proposal is consistent with other applicable regulations and standards.

5. *Docks*. This section does not apply to areas under jurisdiction of the shoreline master program.

- a. Repair and maintenance of an existing legally established dock are permitted; provided, that all of the following criteria are met:
 - (1) There is no expansion in overwater coverage;
 - (2) There is no increase in the size and number of pilings;
 - (3) There is no use of toxic materials, such as creosote, CCA and other treated wood products;
 - (4) There is no new spanning of water between three and thirteen feet deep; and
 - (5) There is no new increase in the use of materials creating shade.
- b. New docks are permitted subject to compliance with any WDFW HPA or U.S. Army Corps of Engineers permit conditions. Piers and docks shall be located, designed and constructed so as to cause minimum interference with public use of the water surface and shoreline; to mitigate the impacts to ecological function and critical areas; to avoid or minimize impacts to views; and to cause no undue harm to adjacent properties.
- c. New docks shall be a maximum of four feet in width and a maximum walkway width of four feet. Overwater surfaces shall be constructed of unobstructed grating which provides at least fifty percent of open surface area. Piles, floats or other parts of the structure that come in direct contact with the water shall be approved by applicable federal and state agencies for use in water and shall not be treated or coated with biocides such as paint or pentachlorophenol. Use of arsenate compounds or creosote treated members is prohibited.
- d. Only one dock shall be permitted for all lots in any short subdivision or subdivision that occurs after September 1, 2000. Such dock shall be shared between all lots in the short subdivision or subdivision.
- e. Covered overwater moorage, either fixed or floating, shall be prohibited.



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- f. No dock may be located within fifteen feet of an interior lot line, unless shared with the owner of the adjacent lot, in which case no setback is required.
- g. No residential lot shall have more than one dock.
- h. No dock shall exceed four feet in width, twenty-five feet in length or five feet in height above the ordinary high water mark on the landward side.

6. *Reasonable Use Exception.* This section does not apply to areas within jurisdiction of the shoreline master program.

a. Nothing in this chapter is intended to preclude reasonable economic use of property as set forth in this title. If the requirements of this chapter as applied to a specific lot would deny all reasonable economic use of the lot, development will be permitted if the applicant demonstrates all of the following to the satisfaction of the planning director:

- (1) There is no other reasonable use or feasible alternative to the proposed development with less impact on the critical area; and
- (2) The proposed development does not pose a threat to the public health, safety and welfare on or off of the subject lot; and
- (3) Any alterations permitted subject to the requirements of this chapter shall be the minimum necessary to allow for reasonable use of the property; and
- (4) The inability of the applicant to derive reasonable economic use of the property is not the result of actions by the applicant in subdividing the property or adjusting a boundary line, thereby creating the undevelopable condition after January 13, 1990; and
- (5) The proposal mitigates the impacts on the critical areas and buffers to the maximum extent possible.

b. *Reasonable Use Decision Process.* Whenever an applicant for a development proposal submits a reasonable use proposal to the planning director, the submittal shall include the following information which will be used to evaluate the criteria for reasonable use exception:

- (1) The location, size, and description of the areas of the lot which are either critical areas, required buffers, or setbacks required by this chapter;
- (2) A description of the location and area of the lot which is within setbacks required by other standards of the zoning code;
- (3) An analysis of the minimum development necessary to achieve "reasonable economic use" of the lot, including a narrative which includes a factual basis for this determination;
- (4) An analysis of the impact that the development described in this section would have on the critical areas and buffer functions, including an analysis of impacts on fish and wildlife resources;
- (5) An analysis of whether any other reasonable use with less impact on the critical areas and buffers is possible. This must also include an analysis of whether there is any practicable on-site alternative to the proposed development with less impact, including reduction in density, phasing of project



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implementation, change in timing of activities, revision of lot layout, and/or related site planning considerations that would allow a reasonable economic use with less adverse impacts to the critical areas and buffers. The phasing analysis shall address whether pre-project mitigation of impacts to buffers is feasible to reduce impacts on critical areas. The analysis shall also address stormwater impacts and mitigation required by the city's stormwater management regulations;

(6) A design of the proposal so that the amount of development proposed as "reasonable economic use" will have the least impact practicable on the critical areas;

(7) An analysis of the modifications needed to the standards of this chapter to accommodate the proposed development;

(8) A description of any modifications needed for the required front, side and rear setbacks, building height, and landscape widths to provide for a reasonable use while providing protection to the critical areas;

(9) A description of the proposed enhancement/restoration of the critical area and buffer necessary to result in no net loss of function to the maximum extent feasible;

(10) Such other information as the planning director determines is reasonably necessary to evaluate the issue of reasonable economic use as it relates to the proposed development.

c. *Reasonable Use Administrative Modification.* If, in order to provide reasonable economic use, the standards of this title need to be modified, the planning director is authorized to grant an administrative modification to the standards of this title in accordance with the following:

(1) If a reasonable economic use of a lot cannot exist without modification of the required front, side and/or rear setbacks, building height, and/or landscape widths, the planning director is authorized to administratively modify such standards only to the extent necessary to provide for a reasonable economic use of the lot while providing greater protection to the critical areas than if the standard were met;

(2) If a reasonable economic use of a lot cannot exist without a reduction of the buffers of the critical areas, the planning director is authorized to administratively permit a reduction in the buffers only to the extent necessary to provide for a reasonable use of the lot. Where buffer reduction is permitted, enhancement/restoration of the buffer and/or critical area must be provided so that mitigation results in no net loss of critical area and buffer functions to the maximum extent feasible; or

(3) If a reasonable economic use of a lot cannot exist by means of either subsection (B)(6)(c)(1) or (2) of this section, then the planning director is authorized, using the review process described in EMC Title 15, Local Project Review Procedures, to administratively grant a transfer of development rights in addition to subsection (B)(6)(c)(1) or (2) of this section, or in lieu of them. For purposes of this section, "transfer of development rights (TDR)" means that the



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city severs the development rights from the fee interest and permits the owner of the restricted property to either transfer an authorized portion of the development rights in that property to another lot owned by the restricted party in accordance with the following provisions, or permits the owner of the restricted property to sell an authorized portion of the rights to owners of land who can use the authorized development rights in accordance with the following:

(A) *Neighborhood Residential Zones.* The number of dwelling units allowed under a reasonable use determination for any residential development may be transferred to a neighborhood residential or neighborhood residential-constrained zone; provided, that the number of dwelling units allowed to be transferred to the receiving site shall not exceed the lesser of:

(i) The number of dwelling units which the planning director determines to be the minimum necessary to allow for reasonable economic use of the restricted property; or

(ii) The number of dwelling units that would be allowed on the receiving site with an assumed twenty percent increase in lot size. In approving a transfer of development rights to the receiving site in a Neighborhood Residential zone, the planning director shall have the authority to allow for a reduction of the minimum lot area allowed by the zone in which the receiving site is located by not more than twenty percent. The director shall have the authority to reduce the required lot width and depth by not more than twenty percent. All dwelling units on such lots shall be one-unit dwellings.

(B) *Urban Residential Zones.* The amount of development transferred to the receiving lot shall be limited only by all other requirements of this title applicable to the use zone in which the receiving lot is located (building height, off-street parking, setbacks, multiple-family development standards, etc.), excluding maximum permitted density.

(C) *Mixed-Use and Industrial Zones.* The amount of development transferred to the receiving lot shall not exceed that which can be accommodated by allowing an increase of permitted height on the receiving lot of not more than fifteen feet. All other requirements of the use zone in which the receiving lot is located shall be applicable to the transferred development.

d. All other requirements of this chapter shall apply to the subject property, including but not limited to submittal of mitigation plans, monitoring reports, and assurance devices, installation of fencing and signs, and recording of protective covenants.

19.37.060 Permitted and Allowed Uses and Activities

A. Uses permitted on lots containing or adjoining critical areas shall be the same as those permitted in the use zone in which the lot is located. Each use shall be evaluated in accordance with the review process required for the proposed use in the use zone in conjunction with the requirements of this



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chapter and other city, state, and federal regulations. The permitted and allowed uses listed in this section may not be exempted from other state or federal regulations or permit requirements and may not degrade a critical area or ignore risk from natural hazards. Any damage to, or alteration of, a critical area or an associated buffer of the activity shall be restored, rehabilitated, or mitigated at the expense of the property owner. Soil stabilization and erosion control shall be completed immediately after vegetation removal. Unless otherwise specified below, other restoration or rehabilitation shall be completed within 60 days of the damage or alteration, unless otherwise approved by the planning director.

B. The following uses/activities are permitted in critical areas and their buffers subject to the review process listed in EMC Title 15:

1. Minor utility construction projects. The placement of a utility pole, street sign, anchor, vault, or other small component of a utility facility that disturbs less than one hundred square feet of critical area and buffer, provided such projects are constructed using best management practices to avoid and minimize impacts to critical areas and buffers, subject to the following conditions:

- a. The activity does not impact a Type F stream or a category I wetland and complies with other provisions of this chapter; and
- b. The activity is designed and implemented in accordance with mitigation sequencing per EMC 19.37.100 to achieve no net loss of critical area functions and values.

2. Buffer management, as defined in this title, when approved by the planning director and all agencies with jurisdiction.

3. Select vegetation removal activities. The following vegetation removal activities are permitted:

a. *Pruning*. Pruning is limited to trimming, limbing, thinning, windowing, and skirting in a manner consistent with this subsection.

(1) A permit is required to prune trees in critical areas. Prior to pruning, trimming, limbing, thinning, windowing, and/or skirting:

(A) The applicant shall submit a pruning report by a certified arborist and have all work be performed under the direction of a certified arborist.

(B) The applicant, in lieu of the above and an application fee as determined by the planning director, shall:

(i) Submit a plan showing the location of the proposed work, using aerial photos or a site plan that accurately depicts the location of trees to be pruned;

(ii) Submit photos of the trees to be pruned, a description of the portions of the tree to be removed by pruning, and documentation that the trees are located on property owned by the applicant;

(iii) Sign a declaration stating that they have read and understand, and will comply with, the applicable city regulations;



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(iv) Submit photos of the trees that were pruned after the work is completed.

(C) The city shall review and issue the tree pruning permit upon submittal of a complete application that demonstrates the proposal complies with all applicable requirements.

(D) The city shall conduct a site inspection upon completion of the work or any time thereafter if the work was done without a certified arborist to determine that the work has been conducted in accordance with city regulations.

(2) Pruning must adhere to the ANSI A300 Tree Care Standards

(3) Pruning shall not result in the removal of more than thirty-three percent of the tree's crown.

(4) Pruning shall not include topping of trees unless underneath power lines.

(5) Pruning activity shall not result in any soils disturbance on the site.

(6) A tree that is an active nest site for a species of local or state importance or provides critical habitat such as an eagle perch, or other listed threatened or endangered species, shall not be pruned.

(7) Topping trees or pruning trees in excess of thirty-three percent is considered a nonhazardous tree removal activity and therefore must comply with subsection B.3.c of this section.

(8) Once a tree is permitted to be pruned, it may be continued to be pruned but may not be pruned beyond thirty-three percent of the tree's original crown.

b. *Hazard tree removal with replanting.* The removal of hazard trees from critical areas and required buffers subject to the replanting of native trees to maintain critical area and buffer functions. Hazard trees are those trees that pose a threat to public safety, or pose an imminent risk of damage to private property.

(1) The director may determine that a tree or trees pose an apparent hazard or threat to public safety and approve their removal. The director may require, at the owner's cost, a tree risk assessment and recommendation from a certified arborist, registered landscape architect or professional forester that :

i. Identifies the trees proposed to be removed

ii. Concludes the tree condition constitutes a hazard to life or property

iii. Assesses the feasibility of snag retention

iv. Evaluates if trees to be removed provides priority habitat

v. Provides location and species of replacement trees

(2) Where hazards can be eliminated without complete removal of the tree, the director may require that a wildlife snag remain in the critical area or required buffer.

(3) Where tree removal is necessary, the landowner shall provide replacement trees as recommended by the assessment or at a ratio of two native trees for



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every tree removed. Trees shall be placed at a location approved by the director to avoid future tree hazards and in accordance with an approved restoration plan within one year of removal.

(4) If a tree to be removed provides priority habitat, including eagle nests, a qualified professional shall be consulted to determine timing and methods of removal that will minimize impacts. The qualified professional's report shall be circulated to agencies with expertise for review and comment prior to approval by the director.

(5) If a tree to be removed is located within a geologically hazardous area, the planning director may require submittal of a geotechnical report documenting the impact on the property, including recommendations for replanting and other measures to avoid adverse impacts to slope stability.

(6) Unless otherwise provided, or as a necessary part of an approved alteration, mitigation, or buffer management plan, removal of any vegetation or woody debris from a wildlife habitat conservation area or wetland, or required stream or wetland buffer, shall be prohibited.

(7) The city may require that a hazard tree assessment or tree risk assessment be completed, and that hazard trees be removed from buffers, and trees replanted in accordance with the requirements of this chapter prior to final approvals for a development proposal.

c. *Nonhazardous tree removal with replanting.* Except as allowed under subsection B.2 of this section, the planning director, using the review process described in EMC Title 15, Local Project Review Procedures, may allow up to a maximum of ten percent of all nonhazardous trees within the outer half of a critical area buffer to be removed. Removal of nonhazardous trees must comply with the following requirements:

(1) Proposals to remove nonhazardous trees shall include a planting plan prepared by a qualified professional biologist, arborist, or forester unless waived by the planning director. The plan must show the number, size, and type of plants to be planted and where the plants will be located. The plants should be placed in an area within the buffer that will be most beneficial to the stream or wetland and an area where future cutting will not be necessary. A minimum of three, three- to five-gallon native trees of different varieties must be planted for every tree to be removed unless it would create an overcrowded situation in which case the planning director can reduce this ratio or allow shrubs to be planted as an alternative. On geologically hazardous slopes, the tree size shall be a minimum of two gallons or if bareroot an equivalent size. The planning director shall have discretion to reduce the number of trees to be cut if the proposed plan fails to replace over the long term the loss of functions and values of the buffer that may result from the cutting of trees. A tree inventory is required with the tree type and size shown on a site plan unless waived by the planning director. Only trees greater than a six-inch diameter at breast height within the outer half of the critical area buffer can be counted unless the trees to be removed are less than six-inch diameter at breast height.

(2) Tree removal is limited to once every five years.



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- (3) A tree that is an active nest site for a species of local importance including bald eagles, or provides critical habitat, shall not be cut.
- (4) If the buffer's edge has not been delineated and cannot be determined by the city, a wetland or stream buffer delineation will be required.
- (5) If the trees to be removed are on a geologically hazardous slope, a geological assessment letter or geotechnical report is required unless waived by the planning director. A geologically hazardous covenant must be recorded prior to tree cutting.
- (6) Tree stumps must not be removed and all wood debris must be left within the buffer unless otherwise recommended by a biologist or geologist. A minimum of twenty-five percent of cut trees shall be left as snags approximately twenty feet tall unless within striking distance of structures, yards, or trails.
- (7) Where the stump of a big-leaf maple or other tree with a similar growth habit that has been approved for removal remains in the buffer, branches that sprout from the stump may be removed annually.
- (8) Prior to cutting, all trees to be cut must be marked, all required replacement plants must be on the property ready to be planted, and a critical areas covenant must be recorded. The replacement plants must be planted prior or immediately after the trees have been cut and placed in an area within the buffer that will be most beneficial to the stream or wetland.
- (9) A survey may be required if trees are to be removed near any lot line.
- (10) *Forest Practices*. Where applicable, applications for tree removal shall also include a city of Everett timber harvest application and include an estimate of the number of board feet to be cut.
- (11) Planting of additional trees beyond what is required in this section or buffer enhancement may be required if trees have been cut without planning director approval.

d. *Weed Removal*. The removal of Class A, B, and C noxious weeds on the Washington State Noxious Weed List in conjunction with a mitigation plan or buffer management plan approved by the director. Unless otherwise specified in an approved mitigation or buffer management plan, weed removal is limited to hand weeding with light equipment that will not compact soil. Plants that are on the Washington State Noxious Weed Control Board list of noxious weeds should be handled and disposed of according to a noxious weed control plan appropriate to that species. Re-vegetation with appropriate native species to achieve natural densities is required in conjunction with removal of invasive plants. .

4. *Public and private pedestrian paths and trails*. Public and private pedestrian trails, including interpretive signage, overlooks, and benches, may be permitted subject to the following criteria and designed in accordance with an approved critical area report:

- a. The trail or path shall not be permitted when critical area functions will be substantially degraded, shall be designed to minimize impacts to the critical area and its buffer.



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b. The trail or path shall be located on the outer twenty-five percent of the buffer, except for areas which provide for public viewpoints of the critical area or educational opportunities, and which are designed to minimize the footprint of the trail/path within the critical area or its buffer.

c. Stream crossings shall avoid adverse impacts to water quality or flow .

d. The width of trails shall be the minimum necessary. Critical area and buffer widths shall be increased, where possible, equal to the width of the trail corridor including disturbed areas.

e. The proposal must comply with the report requirements of this chapter.

f. The trail surface shall meet all other requirements including all applicable water quality standards. The trails should be one hundred percent porous to the maximum extent feasible. Raised boardwalks with non-treated pilings are allowed.

g. Trails proposed to be located in landslide or erosion hazard areas shall be constructed in a manner that does not increase the risk of landslide or erosion and in accordance with an approved geotechnical report.

h. Public and quasi-public trails shall include interpretive signs identifying the critical area and buffer specific to the site.

5. *Stormwater facilities.* Stormwater facilities and conveyance systems may be allowed in stream and wetland buffers, provided no other location is feasible, the location of such facilities will not degrade the functions or values of the critical area, and subject to the following criteria:

a. Stormwater ponds and vaults are not permitted in wetland or stream buffers.

b. Stormwater low-impact development and vegetative flow paths from level spreaders may be allowed in the outer 25 percent of the stream and wetland buffers only if the applicant demonstrates that no feasible alternative on-site location exists and the project would not adversely affect the stream flow or the function or values of the wetland, stream, and associated buffer. The following may be required:

i. Vegetated stormwater Low Impact Development Best Management Practices such as dispersion, infiltration, or constructed wetlands planted with appropriate native vegetation and trees are allowed without buffer averaging requirements;

ii. All requirements of the City's currently adopted Stormwater Management Manual are met;

iii. The facilities are not located in a fish and wildlife habitat conservation area, wetland, or associated buffer used by species listed as endangered or threatened by the State or Federal government or containing critical or outstanding actual habitat of those species, and considers alternative construction timing to minimize impacts in areas with heron rookeries or raptor nesting trees; and

iv. Stormwater Low Impact Development Best Management Practices construction and maintenance protects the stream and stream buffer and is aligned to avoid cutting trees greater than 12 inches in diameter at breast height, when practical

c. For Type Np and Ns streams and category III, and IV wetlands, the planning director may grant an exception to the outer twenty-five percent limitation when the applicant demonstrates



that the project would significantly increase wetland or stream function and would not substantially alter stream or wetland hydrology. Additional analysis demonstrating a proposed significant increase in wetland and/or stream function as measured by the Western Washington Wetland Rating System is required to be prepared by a qualified professional and submitted for review prior to authorization.

19.37.070 General Provisions for Nonconforming Structures and Improvements in Critical Areas and Buffers

The following establishes provisions for nonconforming structures and improvements located within critical areas or their buffers within Everett's jurisdiction. In a critical areas context, nonconforming structures and improvements are those legally established structures and improvements which met all local, state, and federal regulations in effect at the time of construction but would otherwise require additional critical area review and approval under current requirements.

A. General Provisions

1. Nonconforming structures and improvements may remain, be maintained, repaired, and replaced in accordance with this chapter.
2. Nonconforming structures and improvements may be expanded only as permitted by EMC 19.37.050.
3. Lawns and nonnative vegetation may be maintained, but not expanded, within buffers or critical areas.
4. All activities or developments using the provisions of this section shall demonstrate how the proposal follows mitigation sequencing in EMC 19.37.100, and shall describe the proposed use of any applicable best management practices.
5. Except for upper floor expansions not increasing a development footprint, the provisions of subsections (C) and (D) of this section may each be used one time for the subject property and may be used in combination. Any development application utilizing these provisions shall clearly document how the proposal meets these provisions.

B. Maintenance and Repair of Nonconforming Structures

1. A nonconforming structure may be maintained, repaired, or internally modified provided that the work does not increase the structure footprint or impervious area.

C. Reconstruction of Existing Nonconforming Structures

1. An existing nonconforming structure may be reconstructed as repair, reconstruction, or due to destruction or damage to any extent by fire or other casualty not intentionally caused by the owner; provided, that: there is no expansion of the existing footprint or increase of impervious area, including decks, patios or other improvements; there is no expansion of exterior walls; there is no increase in the nonconformity; and reconstruction is built on the existing foundation.
2. For a nonconforming structure destroyed or damaged to any extent by fire or other casualty not intentionally caused by the owner, a structure may be reconstructed on the existing



foundation, or a new foundation may be built in the same location or further from the critical area.

3. In case of casualty damage or destruction, the following is required:

- a. A complete building permit application shall be properly filed within one (1) year of such fire or other casualty or the nonconformance shall be considered to be terminated and shall not be replaced in its prior nonconforming location; and
- b. Rebuilding of the nonconforming structure shall be substantially complete within four (4) years of the date of the damage or the nonconformance shall be considered to be terminated and shall not be replaced in its prior nonconforming location; and
- c. Documentation showing the date of the damage, the location, and dimensions of the damaged structure, and cause of the damage shall be submitted to the planning department for review and confirmation.
- d. If a nonconforming structure which has no permanent foundation is destroyed and the foundation's location cannot be verified by the planning department, then any new construction shall comply with the requirements of this chapter, excluding this section.

D. Expansion of Nonconforming Structures

1. An expansion of a nonconforming structure that increases the footprint, impervious area, or size of the structure, including new upper floors, is permitted if the expansion or any other change to the structure is outside of the critical area, critical area buffer, and any associated setbacks.
2. Additional upper floors may be added to a nonconforming structure above the ground floor if they do not encroach into the critical area, its buffer, or any associated setback any further than the exterior walls of the existing nonconforming structure.
3. Nonconforming structures and improvements may be expanded within critical areas or buffers only as permitted by EMC 19.37.050.

ARTICLE I. CRITICAL AREA REVIEW PROCEDURES

19.37.100 Mitigation Sequencing

A. .To realize critical area preservation goals, the city will require applicants demonstrate application of mitigation sequencing in accordance with WAC 197-11-768:

1. Avoid impact altogether by not taking a certain action or parts of an action;
2. Minimize impact by limiting the degree or magnitude of the action and its implementation by using appropriate technology or by taking affirmative steps to avoid or reduce impact;
3. Rectify the impact by repairing, rehabilitating or restoring the affected critical areas;
4. Reduce or eliminate the impact over time by preservation and maintenance operations during the life of the actions;



5. Compensate for the impact by replacing, enhancing, or providing substitute wetland areas and environments;
6. Monitor the impact and take appropriate corrective measures.

19.37.110 Critical Area Reports—General

A. *Supporting Information.* All land uses and developments proposed on or adjacent to critical areas and their buffers shall include studies which describe the environmental conditions of the site. No activity, including clearing, filling or grading, shall be permitted until the information required by this section is reviewed and approved by the city. Such studies shall be prepared by a qualified professional, who shall prepare the studies in accordance with the requirements of this chapter to the satisfaction of the planning department. The city may retain consultants at the applicant's expense to assist the review of studies and/or conduct site evaluations which are outside the range of staff expertise. The planning director is authorized to develop and maintain a detailed list of required study contents.

B. *When a Critical Area Report Is Required.* A critical area report is required when a proposed development is located within three hundred feet of a documented or suspected critical area (or two hundred feet from a potential geologically hazardous area). The city may waive the requirement for a critical area report in the following circumstances on a case-by-case basis:

1. The critical area was previously documented by a study and the city has determined the proposed development would not impact the critical area(s) or associated buffers; or
2. There is existing legally established development located between the critical area and the proposed development site and any required buffers on the site would be ineffective.

Table 37.1: Critical Area Reports—Summary

Document/Report Type	When Required	Notes:
Geological Assessment Letter	Potential geologically hazardous area exists on or within 200 feet of the proposed project area	Reconnaissance study; see EMC 19.37.220
Geological Report	An active geologically hazardous area exists on or within 200 feet of the proposed project area	Detailed study; see EMC 19.37.220
Critical Area Delineation Report	Wetland, stream or lake on site or within 300 feet	Identifies and maps critical areas and buffers
Wetland or Stream Mitigation Plan	Alteration or fill of wetlands, streams or buffers	Includes monitoring and contingency elements
Biological Assessment for Threatened or Endangered Species	Development within "protected area" or "special flood hazard area"	Per biological opinion by NMFS for development within 100-year floodplain. See EMC 19.37.520
Habitat Assessment	Potential impacts on regulated threatened/endangered species	Can apply to either terrestrial or aquatic habitat. See EMC 19.37.520.
Habitat Management Plan	Provided with a habitat assessment when a development is proposed on or adjacent	See EMC 19.37.520



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Document/Report Type	When Required	Notes:
	to a “habitat of primary association” for fish and wildlife habitat conservation area	
Monitoring Report	After completion of enhancement or mitigation work within critical areas and/or buffers	Provided post-development

19.37.120 Critical Area Reports—Professional Qualifications and General Report Content

A. General Requirements for All Critical Area Reports.

1. *Preparation by a Qualified Professional.* A critical area report shall be prepared by a qualified professional . The qualifications of the qualified professional who prepared the report shall be included in the report. The accuracy of the report shall be certified by the professional who is the principal author of the report. The director shall have the authority to hire an outside consultant at the applicant’s expense to review plans when the city has concerns about the accuracy or completeness of the report or plan.
2. *Report Content.* The written report (and the accompanying plan sheets and map figures) shall contain all of the following information, at a minimum:
 - a. The name and contact information of the applicant; the name, qualifications, and contact information for the primary author(s) of the critical area report;
 - b. A description of the proposal and proposal location including tax parcel numbers of the subject property;
 - c. Documentation of any fieldwork performed on the site, including delineation worksheets, figures, function assessments, soil logs, baseline hydrologic data, date and time of site evaluation, etc.;
 - d. Identification , characterization, and if applicable wetland rating of all critical areas, water bodies, shorelines, and buffers on or within 300 feet of the proposed project area, including a description of all methodology with references;
 - e. A statement specifying the accuracy of the report and all assumptions made and relied upon;
 - f. A description of the proposed actions including an estimation of acreages of impacts to critical areas and buffers based on the field delineation;
 - g. An assessment of the probable direct, indirect, and cumulative impacts to the critical areas and buffers resulting from the proposed development, including short-term and long-term impacts to critical area functions and values within and adjacent to the site;
 - h. A narrative and supporting information describing how the applicable steps of the mitigation sequence of EMC 19.37.100 are proposed to be applied;
 - i. A description of measures taken to protect and enhance existing habitat connections with other natural areas;
 - j. Scaled drawings of all critical areas and buffers within 300 feet of the proposal, areas of impact to critical areas and buffers, grading and clearing limits, and other project and site-specific information as determined necessary by the planning director;



- k. Dimensions of all buffers and distances between critical areas and existing and proposed structures and lot lines.

19.37.130 Critical Area Reports—Alternative Best Available Science Analysis

The planning director may, using the review process described in EMC Title 15, Local Project Review Procedures, authorize a modification to the standards in this chapter as follows:

- A. An applicant must submit a critical area study by a qualified professional that documents that the proposed development design/standards will result in a net improvement of the functions of the critical area over that which would be obtained by applying the standard prescriptive measures contained in this chapter. The study must address best available science as it relates to the critical area functions.
- B. The study must be circulated to appropriate state and federal resource agencies for review and comment opportunity prior to planning director authorization.
- C. The development design/standards may include, but are not necessarily limited to, measures prescribed in an approved watershed conservation plan or other similar conservation plan that addresses critical areas protection consistent with this section.
- D. The proposed design/standards must not be materially detrimental to the public welfare or injurious to property or improvements in the vicinity and zone in which the subject property is located.

19.37.140 Setbacks, Fencing, Signs, and Other Protective Measures

- A. *General Requirements.* Storage of building materials, junk and other items is not permitted within critical areas or buffers. All construction staging areas must be shown on approved plans and be located outside of critical areas and buffers.
- B. *Setbacks from Buffers.* To maintain the integrity of the buffer, principal buildings shall be set back a minimum of ten feet from the edges of all critical area buffer boundaries. All other structures and improvements shall maintain a setback of five feet from the edge of the buffer.
- C. *Fencing and Other Protection Mechanisms.* Except for utility and road projects, the city shall require that any development proposed on a lot which contains or adjoins a critical area provide a fence or other structural protection along the outer edge of a buffer to minimize encroachment and disturbance. Fencing shall be split-rail or an alternative approved by the planning director. Fencing must be installed in a manner that allows continuous wildlife movement.
- D. *Signs.* The city may require the applicant to provide informational signs in conspicuous locations approximately 50 feet apart on a fence marking the buffer to identify the importance of maintaining the critical area and buffer in a clean and undisturbed condition. Such signs shall meet the requirements for incidental signs as specified in Chapter 19.36.
- E. *Protection of Significant Trees within Buffers (Evergreens at Least Eight-Inch Diameter at Breast Height).* If evergreen trees at least eight-inch diameter at breast height are identified on the outer edge of the buffer such that their drip line extends beyond the buffer edge, the following tree protection requirements must be followed:

1. A tree protection area shall be designed to protect each tree or tree stand during site development and construction. Tree protection areas may vary widely in shape, but must extend a minimum of five feet beyond the existing tree canopy area along the outer edge of the drip line of the tree(s), unless otherwise approved by the department.
2. Tree protection areas shall be added and clearly labeled on all applicable site development and construction drawings submitted to the department.



3. Temporary construction fencing at least thirty inches tall shall be erected around the perimeter of the tree protection areas prior to the initiation of any clearing or grading. The fencing shall be posted with signage clearly identifying the tree protection area. The fencing shall remain in place through site development and construction.
4. No clearing, grading, filling or other development activities shall occur within the tree protection area, except where approved in advance by the department and shown on the approved plans for the proposal.
5. No vehicles, construction materials, fuel, or other materials shall be placed in tree protection areas. Movement of any vehicles within tree protection areas shall be prohibited.
6. No nails, rope, cable, signs, or fencing shall be attached to any tree proposed for retention.
7. The department may approve the use of alternate tree protection techniques if an equal or greater level of protection will be provided.

19.37.150 Construction Plan Review

A. *Construction Plans.* Construction plans necessary to implement requirements of the detailed mitigation plan shall be provided prior to issuance of construction permits. Plans shall include the proposed construction sequencing and timing; surface and subsurface hydrologic conditions, including proposed hydrologic regimes for compensatory mitigation areas; grading and excavation details, erosion and sediment control measures; a planting plan specifying plant species, quantities, location, size, spacing, density, proper placement, fertilization standards, and provisions for temporary irrigation systems.

B. The planning director may require construction monitoring by a qualified professional during alteration activities within or adjacent to critical areas or buffers to ensure approved design recommendations are implemented. When such services are deemed necessary by the planning director, they shall be at the applicant's expense.

19.37.160 Assurance Devices

The city shall require performance or maintenance assurance devices in accordance with Chapter 19.40 to ensure compliance with this chapter and adequate protection and maintenance of critical areas and buffers.

19.37.170 Title Notification

A notice on real property title is required as a condition of permit issuance or project approval when a permit or development application is submitted for development on any property containing critical areas or buffers. The purpose is to inform subsequent purchasers of real property of their existence.

A. *Critical Area Covenants.* Except as provided for below, the city shall require that all features classified as critical areas by this chapter and their buffers, including fish and wildlife habitat conservation areas and geologically hazardous areas, be placed in critical area protective covenants. Covenants shall not be required for:

1. Utility and road projects in public rights-of-way.
2. Utility and road projects on private easements where the proponent does not own the land.
3. Any development within the special flood hazard area will require a notice on title that the property contains land within the riparian habitat zone and/or special flood hazard area.



B. *Critical Area Tracts.* The city may require that any area classified as a critical area and its buffer be placed in a permanent separate tract, rather than included in the protective covenant. A tract shall be required when the proposal includes a short subdivision or binding site plan. Such a tract shall remain in the same ownership as the parcel it was segregated from; placed into undivided common ownership of all lots within a proposed subdivision, short subdivision, or binding site plan; or dedicated to a public agency which is willing to accept the tract for long-term management of the protected resource.

C. *Notice on Title.* The owner of any property on which a development proposal is submitted shall file with the Snohomish County auditor a notice approved by the planning department, which shall provide notice in the public record of the presence of the critical area covenant or tract, the application of this chapter to the property, and that limitations on actions in or affecting such areas may exist. The applicant shall submit proof that the notice has been filed for record before the city may approve any development proposal on the site. The notice shall run with the land, and failure to provide such notice to any purchaser prior to transferring any interest in the property is a violation of this chapter.

19.37.180 Unauthorized Critical Area Alterations

A. Unauthorized Alterations.

1. Critical areas and associated buffers regulated by this chapter which have been illegally altered may be developed in accordance with the requirements of this title; provided, that all critical areas and buffers which were illegally altered shall be considered critical areas and buffers and shall be regulated in accordance with the requirements of this chapter. Any proposal to develop on a lot which contains a critical area or buffer that has been illegally altered shall be reviewed by the planning director using the review process described in EMC Title 15, Local Project Review Procedures.
2. . Any illegal alteration of a critical area or buffer which is not proposed for development as allowed by this chapter shall be restored to a condition which is equivalent or superior to its prior natural condition to the extent that such condition can be determined.
3. Legal alterations are those alterations to critical areas and buffers that were in conducted in accordance with all local, state, and federal regulations in effect at the time of the alteration.

19.37.190 Enforcement—Restoration Plans

A. Any person, firm, corporation, or association or any agent thereof who violates any provision of this chapter shall be subject to the enforcement provisions of Chapter 1.20 EMC and this title.

B. *Restoration of Impacts Required.* Any unauthorized impacts on a critical area feature or buffer will require restoration of the affected area to an equivalent or improved condition prior to the violation occurring. A restoration plan must be consistent with the requirements of this chapter and a public works permit may be required by the city. If an equivalent or improved condition cannot be provided, the violator shall be subject to a fine in an amount equal to the value of the damage to the portion of the critical area that cannot be restored, determined using best available methods of calculating the value of vegetation, land and water resources, including but not limited to the evaluation methods of the International Society of Arboriculture. In addition to the authority of the city's code enforcement officer to impose penalties pursuant to Chapter 1.20 EMC, the code enforcement officer may impose the fine described in this section as applicable.

C. Restoration plans shall include, but not be limited to, the replacement of all improperly removed vegetation with approved species such that the biological and habitat values will be replaced to an equivalent or improved condition, improper fill removed and slope stabilized. Studies by a qualified



professional shall be submitted to determine the conditions which were likely to exist on the lot prior to the illegal alteration.

D. Restoration shall also include installation and maintenance of interim and emergency erosion control measures until such time as the restored ground cover and vegetation reach sufficient maturation to function in compliance with the performance standards adopted by the city.

E. The city shall stop work on any existing permits and halt the issuance of any or all future permits or approvals for any activity which violates the provisions of this chapter until the property is fully restored in compliance with this chapter and all penalties are paid.

F. Notwithstanding the other provisions provided in this chapter, anything done contrary to the provisions of this chapter or the failure to comply with the provisions of this chapter is declared to be a public nuisance.

ARTICLE II. GEOLOGICALLY HAZARDOUS AREAS

19.37.200 Geologically Hazardous Areas – Description and Purpose

A. In accordance with WAC 365-190-120, geologically hazardous areas include areas susceptible to erosion, sliding, earthquake, tsunami, or other geological events. They pose a threat to the health and safety of citizens when incompatible commercial, residential, or industrial development is sited in areas of significant hazard.

B. The purposes of geologic hazard area regulations is to avoid and minimize potential impacts to life and property from geologic hazards, conserve soil resources, avoid and minimize impacts of erosion and landslide hazards on wetlands and important wildlife habitats and species not caused by natural geologic processes, and minimize damage to property and structures due to landslides, seismic hazards, or other naturally occurring events. This purpose shall be accomplished through appropriate levels of study and analysis, application of sound engineering principles, and regulation or limitation of land uses, including maintenance of existing vegetation, regulation of clearing and grading activities, and control of stormwater. Elimination of all risk from geologically hazardous areas is not feasible to achieve, but the purpose of this article is to reduce this risk to acceptable levels.

19.37.210 Geologically Hazardous Areas – Designation and Mapping

A. *Designation.* The following geologically hazardous areas shall not be altered except as otherwise provided by this chapter:

1. Landslide hazard areas:

a. Those areas defined as high and very high/severe risk of landslide hazard in the Dames and Moore Methodology for the Inventory, Classification and Designation of Geologically Hazardous Areas, City of Everett, Washington: July 1, 1991, or as revised through best available science:

- (1) Very high/severe: slopes greater than fifteen percent in the Qtb, Qw, and Qls geologic units; and slopes greater than fifteen percent with uncontrolled fill.
- (2) High: slopes greater than forty percent in all other geologic units (not Qtb, Qw, and Qls or uncontrolled fill).

b. Those areas defined as medium risk of landslide hazard in the Dames and Moore Methodology for Inventory, Classification and Designation of Geologically Hazardous Areas, City of Everett, Washington: July 1, 1991, or as revised through best available



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science, when combined with springs or seeps, immature vegetation, and/or no vegetation:

- (1) Slopes less than fifteen percent for Qtb, Qw, and Qls geologic units and uncontrolled fill.

- (2) Slopes of twenty-five percent to forty percent in all other geologic units.

c. Those areas mapped by the Washington Geological Survey as identified in "Landslide inventory of portions of Snohomish County, Washington: Washington Geological Survey Report of Investigations" (Mickelson, et al., 2022) and per landslide maps maintained by Washington Department of Natural Resources.

d. Any area with all three of the following characteristics:

- (1) Slopes greater than fifteen percent; and

- (2) Hillsides intersecting geologic contacts with a relatively permeable sediment overlying a relatively impermeable sediment or bedrock; and

- (3) Springs, ground water seepage, or saturated soils.

e. Any area which has shown movement during the Holocene epoch (from ten thousand years ago to the present) or which is underlain or covered by mass wastage debris of that epoch.

f. Any area potentially unstable as a result of rapid stream incision, stream bank erosion or undercutting by wave action.

g. Areas of historic failures, including areas of unstable, old and recent landslides or landslide debris within a head scarp, and areas exhibiting geomorphological features indicative of past slope failure, such as hummocky ground, slumps, earthflows, mudflows, etc.

h. Any area with a slope of forty percent or steeper and with a vertical relief of fifteen or more feet, except those manmade slopes created under the design and inspection of a geotechnical professional, or slopes composed of consolidated rock.

i. Areas that are at risk of landslide due to high seismic hazard.

j. Areas that are at risk of landslides or mass movement due to severe erosion hazards.

2. Seismic/liquefaction hazard areas:

a. Those areas mapped as seismic/liquefaction hazards per the Dames and Moore Methodology for the Inventory, Classification and Designation of Geologically Hazardous Areas, City of Everett, Washington: July 1, 1991, or as revised through best available science.

b. Those areas mapped as high and moderate to high liquefaction susceptibility on the Liquefaction Susceptibility Map of Snohomish County, Washington, Washington State Department of Natural Resources, Palmer, Stephen, et al., September, 2004.

3. Erosion hazard areas:

a. Those areas defined as high and very high/severe risk of erosion in the Dames and Moore Methodology for the Inventory, Classification and Designation of Geologically



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Hazardous Areas, City of Everett, Washington: July 1, 1991, or as revised through best available science:

(1) High erosion hazard areas include slopes of twenty-five to forty percent in Qva and Qal geologic units; and slopes of greater than forty percent in other (not Qva or Qal) geologic units.

(2) Very high/severe erosion hazard areas include slopes of greater than forty percent in Qva and Qal geologic units.

b. Those areas defined as medium risk of erosion in the Dames and Moore Methodology for the Inventory, Classification and Designation of Geologically Hazardous Areas, City of Everett, Washington: July 1, 1991, or as revised through best available science, when they contain debris and mud flows, gullyng or rifling, immature vegetation, or no vegetation:

(1) Slopes of twenty-five to forty percent in other (not Qva or Qal) geologic units.

4. Tsunami hazard areas:

a. Tsunami hazard areas include coastal areas and shoreline areas susceptible to flooding, inundation, debris impact, and/or mass wasting as the result of coastal wave action generated by seismic events or other geologic events. Suspected tsunami hazard areas are indicated on the Tsunami Hazard Areas maps maintained by the Washington Department of Natural Resources.

5. Other areas which the city has reason to believe are geologically hazardous.

B. Mapping. The approximate location and extent of potential geologically hazardous areas are shown on maps maintained by the City of Everett and the Washington State Department of Natural Resources, as referenced in the designation descriptions, above. These maps are meant to serve as a guide for applicants, owners, and plan reviewers. However, they do not provide a conclusive or definitive indication of geologically hazardous area presence or extent. This article does not imply that land outside mapped geologically hazardous areas or uses permitted within such areas will be without risk. This chapter shall not create liability on the part of the City of Everett or any officer or employee thereof for any damages that result from reliance on this chapter or any administrative decision lawfully made hereunder.

19.37.220 Geologically Hazardous Areas – Critical Area Report Additional Requirements

A. Minimum Standards for Geological Assessments. A geological assessment is a site investigation process to evaluate the on-site geology affecting a subject property and contiguous properties and the extent to which geological factors may be impacted by the proposed development activity. In addition to the general critical area report requirements in EMC 19.37.100 and EMC 19.37.120, the following additional report requirements apply when assessing geologically hazardous areas.

1. A field investigation and geological assessment shall be prepared, stamped, and signed by a qualified professional to evaluate whether or not an active geological hazard area exists within two hundred feet of the site.

a. The geological assessment shall be submitted in the form of a Geological Assessment Letter when the qualified professional finds that no active geological hazard area exists on or within two hundred feet of the site. The Geological Assessment



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Letter shall meet the minimum required content listed in this chapter but may be abbreviated in form .

b. The geological assessment shall be submitted in the form of a Geotechnical Report when the qualified professional finds that an active geologically hazardous area exists on or within two hundred feet of the proposed project area. The geotechnical report shall meet the minimum requirements pursuant to this chapter.

2. A geological assessment shall include a field investigation and may include the use of historical air photo analysis, review of public records and documentation, and interviews with adjacent property owners or others knowledgeable about the area, etc.

3. A geological assessment shall include the following minimum information and analysis:

a. An evaluation of any areas on the site or within two hundred feet of the site that are geologically hazardous as set forth in EMC 19.37.210.

b. An analysis of the potential impacts of the proposed development activity on any geologically hazardous area. The analysis shall include information regarding any potential geological hazard that could result from the proposed development either on site or off site. For landslide hazard areas, the analysis shall consider the run-out hazard of landslide debris to the proposed development that starts upslope, whether the slope is part of the subject property or starts off site.

c. Identification of any mitigation measures required to eliminate potentially significant geological hazards both on the proposed development site and any potentially impacted off-site properties. When hazard mitigation is required, the mitigation plan shall specifically address how the proposed activity maintains or reduces the preexisting level of risk to the site and adjacent properties on a long-term basis. The mitigation plan shall include recommendations regarding any long-term maintenance activities that may be required to mitigate potential hazards.

d. The geological assessment shall document the field investigations, published data and references, data and conclusions from past geological assessments or geotechnical investigations of the site, site-specific measurements, tests, investigations, or studies, as well as the methods of data analysis and calculations that support the results, conclusions, and recommendations.

e. A statement that the proposed project will not decrease slope stability or pose an unreasonable threat to persons or property either on or off site and provide a rationale for such conclusions based on geologic conditions and interpretations specific to the project.

f. If a landslide or erosion hazard is identified, provide minimum setback recommendations for avoiding the landslide or erosion hazard, recommendations on stormwater management and vegetation management and plantings, other recommendations for site development so that the frequency or magnitude of landsliding or erosion on or off the site is not increased, and recommendations are consistent with this article; For projects in seismic hazard areas, the report shall also include a detailed engineering evaluation of expected ground displacements, amplified seismic shaking, or other liquefaction and/or dynamic settlement effects and proposed mitigation measures to ensure an acceptable level of risk for the proposed structure type or other development facilities such as access roads and utilities;



g. The geological assessment shall contain a summary of any other information the geologist identifies as relevant to the assessment and mitigation of geological hazards.

B. Geological Assessment Review

1. Geological assessments shall be submitted to the department for review and approval as part of the integrated permit review process described in EMC Title 15, Local Project Review Procedures. The department shall review the geological assessment and either:
 - a. Accept the geological assessment; or
 - b. Reject the geological assessment and require revisions or additional information.
2. When the geological assessment has been accepted, the department shall issue a decision on the land use permit application as provided for in EMC Title 15, Local Project Review Procedures.
3. A geological assessment for a specific site may be valid for a period of up to five years when the proposed land use activity and site conditions affecting the site are unchanged. However, if any surface and subsurface conditions associated with the site change during that five-year period or if there is new information about a geological hazard, the applicant may be required to submit an amendment to the geological assessment.

19.37.230 Geologically Hazardous Areas – Development Standards

A. Geologically Hazardous Slope Setbacks and Slope Protection.

1. *Geotechnical Assessment Requirements.* Development proposals on or within two hundred feet of any area designated as or which, based on site-specific field investigation, the city has reason to believe are geologically hazardous areas shall submit a geological assessment as required by this chapter.
2. The setback buffer requirement shall be based upon information contained in a geological assessment, and shall be measured on a horizontal plane from a vertical line established at the edge of the geologically hazardous area limits (both from the top and toe of slope). In the event that a specific setback buffer is not included in the recommendation of the geological assessment, the setback buffer shall be based upon the standards contained in Chapter 18 of the International Building Code (IBC), or as the IBC is updated and amended.
 - a. If the geological assessment recommends setback buffers that are less than the standard buffers that would result from application of Chapter 18 of the IBC, the specific rationale and basis for the reduced buffers shall be clearly articulated in the geological assessment.
 - b. The city may require larger setback buffer widths under any of the following circumstances:
 - (1) The land is susceptible to severe erosion and erosion control measures will not effectively prevent adverse impacts.
 - (2) The area has a severe risk of slope failure or downslope stormwater drainage impacts.
 - (3) The increased buffer is necessary to protect public health, safety and welfare based upon findings and recommendations of the geological assessment.



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3. Unless otherwise permitted as part of an approved alteration, the setback buffers required by this subsection shall be maintained in native vegetation to provide additional soil stability and erosion control. If the buffer area has been cleared, it shall be replanted with native vegetation in conjunction with any proposed development activity.

4. The city may impose seasonal restrictions on clearing and grading within two hundred feet of any geologically hazardous areas.

B. *Permitted Alterations.* Unless associated with another critical area, the planning director, using the review process described in EMC Title 15, Local Project Review Procedures, may allow alteration of an area identified as a geologically hazardous area or the setback buffers specified in the IBC if an approved geotechnical report demonstrates that:

1. The proposed development will not create a hazard to the subject property, surrounding properties or rights-of-way, or erosion or sedimentation to off-site properties or bodies of water;
2. The proposal addresses the existing geological constraints of the site, including an assessment of soils and hydrology;
3. The proposed method of construction will reduce erosion potential, landslide and seismic hazard potential, and will improve or not adversely affect the stability of slopes;
4. The proposal uses construction techniques which minimize disruption of existing topography and natural vegetation, demonstrating the degree of the alteration is limited to the minimum needed to accomplish the project purpose;
5. The proposal is consistent with the purposes and provisions of this chapter and mitigates any permitted impacts to critical areas in the vicinity of the proposal;
6. The proposal mitigates all impacts identified in the geotechnical letter or geotechnical report;
7. All utilities and access roads or driveways to and within the site are located so as to require the minimum amount of modification to slopes, vegetation or geologically hazardous areas; and
8. The improvements are certified as safe as designed and under anticipated conditions by a geologist.

C. *Additional Requirements.* As part of any approval of development on or adjacent to geologically hazardous areas or within the setback buffers required by this chapter:

1. The city shall require:
 - a. Geologically hazardous areas not approved for alteration and their buffers shall be placed in a critical area protective covenant or tract as required by EMC 19.37. 170;
 - b. Any geologically hazardous area or required setback buffer that is allowed to be altered subject to the provisions of this chapter shall be subject to a covenant of notification and indemnification/hold harmless agreement in a form acceptable to the city attorney. Such document shall identify any limitations placed on the approved alterations.
2. The city may require:
 - a. The presence of a geologist on the site to supervise during clearing, grading, filling and construction activities which may affect geologically hazardous areas, and provide



the city with certification that the construction is in compliance with his/her recommendations and has met with his/her approval, and other relevant information concerning the geologically hazardous conditions of the site;

- b. Vegetation and other soil-stabilizing structures or materials be retained or provided;
- c. Long-term maintenance of slopes and on-site drainage systems.

D. *Prohibited Alterations.* Modification of geologically hazardous areas shall be prohibited under the following circumstances:

- 1. Where geologically hazardous slopes are located in a stream, wetland, and/or a fish and wildlife habitat conservation area or their required buffers, alteration of the slopes is not permitted, except as allowed under EMC 19.37.050. The required buffer for such slopes shall be determined through the site-specific geological assessment, but in no case shall be less than twenty-five feet from the top of slopes of twenty-five percent and greater.
- 2. Any proposed alteration that would result in the creation of or which would increase or exacerbate existing geological hazards, or which would result in substantial unmitigated geological hazards either on site or off site, shall be prohibited.

ARTICLE III. WETLANDS

19.37.300 Wetlands - Description and Purpose

A. Wetlands are defined using the Washington State definition of wetlands established under RCW 36.70A.030(48) and as defined in EMC 19.04.110.

B. The purpose of this chapter's wetland regulations are to:

- 1. Recognize and protect the beneficial functions performed by wetlands, including those physical, biological, chemical, and geologic interactions within wetlands and the surrounding landscape, including buffers. These functions are often grouped into three main categories – water quality improvement functions, hydrologic functions, and habitat functions and may include but are not limited to:
 - a. The uptake, removal, transformation, and cycling of nutrients, sediment, and toxicants;
 - b. Floodflow alteration, surface water storage, reduction of peak flows, groundwater recharge, decreasing downstream erosion, and energy dissipation of flows;
 - c. Supporting food webs and providing several habitat niches and features for wildlife breeding, nesting, and rearing, and providing thermal refugia.
- 2. Regulate land use to avoid adverse effects on wetlands and maintain the functions and values and of wetlands throughout the city.
- 3. Establish review procedures for development proposals in and adjacent to wetlands.
 - a. Compliance with the provisions of this chapter does not necessarily constitute compliance with other federal, state, and local regulations and permit requirements. Applicants are responsible for complying with these requirements.

19.37.310 Wetlands - Delineation, Mapping, and Rating

A. *Wetland Delineation.* Identification of wetlands and delineation of their boundaries pursuant to this chapter shall be done in accordance with the approved federal wetland delineation manual and



applicable regional supplements (Regional Supplement to the Corps of Engineers Wetland Delineation Manual: Western Mountains, Valleys, and Coast Region (Version 2.0). All areas within the city meeting the wetland designation criteria in that procedure are hereby designated critical areas and are subject to the provisions of this chapter. A wetland delineation shall be performed by a qualified professional experienced in wetland science. Wetland delineations are valid for five years, after such date, the city shall determine whether a revision or additional assessment is necessary.

B. *Wetland Mapping.* A wetland delineation shall result in a wetland boundary clearly marked in the field and an accurate ground-verified map of the boundaries. This map should be created using either a professional survey or using an equivalent method such as Global Positioning System (GPS) with sub-meter accuracy. The map shall also include an indication of where wetlands extend off site. The approximate location and extent of known or suspected wetlands are shown on the city's critical area maps. These maps shall be used as a guide for the city, applicants and/or property owners, and may be updated as new wetlands are identified.

C. *Wetland Rating.* Wetlands shall be rated and regulated according to the categories defined by the Washington State Department of Ecology Washington State Wetland Rating System for Western Washington 2014 Update Version 2.0, or as revised (Ecology Publication No. 23-06-009). Wetland ratings are valid for five years; after such date the city shall determine whether a revision or additional rating is necessary.

D. *Illegal Modifications of Wetlands.* Wetland rating categories shall not change due to illegal modifications made to the wetland.

19.37.320 Wetlands - Critical Area Report Additional Requirements.

A. *Additional Critical Area Report Content for Wetlands.* A critical area report for wetlands shall be prepared by a qualified professional who is a certified professional wetland scientist, a noncertified professional wetland scientist with a minimum of five years of experience in the field of wetland science, including experience preparing wetland and stream reports, or a professional who demonstrates expertise in wetland science, stream ecology, or fish and wildlife biology to the satisfaction of the planning director.

1. Wetlands shall be rated according to the categories defined by the Washington State Department of Ecology Washington State Rating System for Western Washington 2014 Update, Version 2.0 or as revised (Ecology Publication No. 23-06-029).

2. Hydrogeomorphic classification; wetland acreage, and Cowardin classification of vegetation communities; and, to the extent possible, hydrologic information such as location and condition of inlet/outlets. Provide acreage estimates, classifications, and ratings based on entire wetland complexes, not only the portion present on the proposed project site.

B. Wetland and buffer impact mitigation plans shall be prepared consistent with the guidance in [Wetland Mitigation in Washington State: Part 2 - Developing Mitigation Plans](#) (Ecology Publication #06-06-011b, or as revised). The report shall include a written plan and plan sheets that contain, at a minimum, the elements listed below.

1. The name and contact information of the applicant; the name, qualifications, and contact information of the primary author(s) of the compensatory mitigation plan; a description of the development proposal; a description of how the development project has been designed in accordance with mitigation sequencing provisions.



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2. A baseline study that describes and quantifies the existing wetland and buffer functions, functions that will be lost, and the functions after mitigation. Include acreage or square footage of the existing wetland and buffer areas to be altered, landscape position, and surrounding land uses. Include a description of existing versus proposed water regimes, vegetation, soils, and functions. Also describe impacts in terms of acreage by Cowardin classification, hydrogeomorphic classification, and wetland rating. This assessment could involve assessing functions using Calculating Credits and Debits for Compensatory Mitigation in Wetlands of Western Washington: Final Report, March 2012, Washington State Department of Ecology Publication No. 10-06-011, or as amended;

3. A description of the compensatory mitigation site, including location and rationale for selection. Include an assessment of existing conditions, including acreage or square footage of wetlands and uplands, water regime, sources of water, vegetation, soils, functions, landscape position, and surrounding land uses. Estimate future conditions in this location if the compensatory mitigation actions are not undertaken.

4. Describe the future vegetation community types for monitoring years, including dominant vegetation expected. Plants shall be native species, commercially available or available from local sources, high in food and cover value for fish and wildlife, and mostly perennial;

5. Specify when mitigation will occur relative to project construction and to the requirements of permits issued by other agencies. Specify proposed mitigation actions, if applicable, and include written specifications and descriptions of the mitigation proposed, such as:

- a. The proposed construction sequence, timing, and duration;
- b. Grading and excavation details;
- c. Erosion and sediment control features;
- d. A planting plan specifying plant species, quantities, locations, size, spacing, and density; and
- e. Measures to protect and maintain plants until established.

These written specifications shall be accompanied by detailed site diagrams, scaled cross sectional drawings, topographic maps showing slope percentage and final grade elevations, and any other drawings appropriate to show construction techniques or anticipated final outcome.; 6. Include measurable criteria for evaluating whether the performance goals of the mitigation proposal have been met, and include provisions for maintenance and monitoring the mitigated area on a long-term basis to determine whether the plan was successful;

7. Include a contingency plan specifying what corrective actions will be taken to achieve performance goals should the mitigation not be successful;

8. Include provisions for an assurance device as provided by Chapter 19.40 to ensure that work is completed in accordance with the mitigation plan, that maintenance and monitoring occur on a regular basis, and that restoration or rehabilitation is performed in accordance with the contingency plan if mitigation failure results within five years of implementation. The construction performance guarantees shall not be released until the applicant's qualified professional and the planning director sign off to indicate that construction has been completed as planned. A separate performance assurance device shall be required for maintenance, monitoring, and contingency. This guarantee shall not be released until the applicant's qualified professional and the planning director



sign off that maintenance and monitoring have been completed per the plan, and the mitigation meets performance goals.

9. Include provisions for the protection of the mitigation site. The wetland mitigation area and any associated buffer shall be protected by a legal mechanism such as a critical area tract or critical area covenant. The planning director may approve another legal and administrative mechanism if it is determined to be adequate to protect the site. 10. Scaled plan sheets shall contain, at a minimum:

- a. Mapped, ground-verified edges of the existing wetlands and buffers, proposed areas of wetland and/or buffer impacts, and location of proposed wetland and/or buffer compensation areas.
- b. Existing topography, ground-verified, at two-foot contour intervals in the zone of the proposed compensation actions if any grading activity is proposed in the compensation area(s). Also include existing cross-sections (estimated one-foot intervals) of wetland areas on the development site that are proposed to be altered and of the proposed areas of wetland and buffer compensation.

19.37.330 Wetlands - Buffer Width Requirements

A. Wetland Buffer Widths.

1. The following buffer widths listed in Tables 37.2 and 37.3 apply to all wetlands within the city of Everett. Buffer widths have been established in accordance with the best available science. Buffers are based on the category of wetland and the habitat score as determined under EMC 19.37.310. Wetland buffers shall be measured perpendicular from the wetland boundary as delineated and marked in the field.
2. Wetland buffers shall exclude functionally disconnected areas legally altered as described in EMC 19.37.330(F).
2. To maintain the integrity of the buffer, all principal buildings, as well as other structures and improvements shall maintain a setback from the buffer as specified in EMC 19.37.140.
- 3 The buffer widths required by this chapter presume the existence of a relatively intact native vegetated community including native tree cover, shrub understory and ground cover. If the existing buffer is unvegetated, sparsely vegetated, or vegetated with invasive species, the buffer and habitat corridor vegetation may require enhancement or restoration per the following:
 - a. *Applicability of Vegetative Buffer Standard.* If the on-site buffer does not include a relatively intact native vegetative community, the buffer shall be enhanced or restored to contain a native vegetation community when either:
 - i. The total new net impervious area on the entire subject property exceeds 2,000 square feet; or
 - ii. The value of the new construction or alteration occurring within a two-year period is equal to or greater than fifty percent of the assessed value of the existing improvements; or
 - iii. More than 25% of the buffer on the subject site is covered with non-native and/or invasive vegetation.
 - b. *Vegetative Buffer Standard.* The following vegetative buffer standards shall be met when the proposal meets the applicability requirements:



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- i. An average 80 percent aerial cover of native vegetation, composed of trees, shrubs, and ground cover with at least 20 percent tree cover and 20 percent shrub cover, with no more than 10 percent cover of invasive species

c. *Vegetative Buffer Alternative*. Applicants can choose not to comply with the vegetative buffer standards by complying with the following requirements:

- i. Increase wetland buffer widths by 33% within entire buffer; and
- ii. Remove all unpermitted structures and improvements within the buffer.

User instructions: Use the following two tables to determine wetland buffers. Table 37.2 includes the standard wetland buffers without providing impact minimization measures and habitat corridors as described below. The reduced buffers in Table 37.3 apply to projects when the applicant elects to incorporate impact minimization measures in Table 37.4 and a habitat corridor.

Table 37.2: Standard Wetland Buffer Width Requirements for Applicants not Providing a Habitat Corridor or Implementing Impact Minimization Measures

WETLAND CATEGORY	WETLAND TYPE	HABITAT FUNCTION SCORES		
		3-5	6-7	8-9
		BUFFER WIDTHS (in feet)		



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I	All including forested except those listed below	100	150	300
	Bogs	250		300
	Estuarine	200		
II	All except estuarine	100	150	300
	Estuarine	150		
III		80	150	300
IV		50		

Table 37.3: Reduced Wetland Buffers When Impact Minimization Measures are Implemented and a Habitat Corridor is Provided

WETLAND CATEGORY	WETLAND TYPE	HABITAT FUNCTION SCORES		
		3-5 (Habitat Corridor Not Required)	6-7	8-9
		BUFFER WIDTHS (in feet)		
I	All including forested except those listed below	75	110	225
I	Bogs	190		225
I	Estuarine	150		
II	All except estuarine	75	110	225
II	Estuarine	110		
III		60	110	225
IV		40		

4. *Habitat Corridors.* When feasible, wetlands that score six points or more for habitat function can use the buffers in Table 37.3 provided all of the below criteria are met. Presence or absence of a nearby habitat corridor must be confirmed by a qualified professional. For wetlands that are unable to provide habitat corridors or that score five or fewer habitat points, only the measures in Table 37.4 are required.

- a. A relatively undisturbed vegetation corridor at least 100 feet wide is protected between the wetland and:



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- i. A legally protected, relatively undisturbed and vegetated area (e.g. Priority Habitats, compensatory mitigation sites, wildlife areas/refuges, county and state parks where they have management plans with identified areas designated as Natural, Natural Forest, or Natural Area Preserve), or
 - ii. An area that is the site of a Watershed Project, identified within, and fully consistent with, a Watershed Plan as defined by RCW 89-08-460, or
 - iii. An area where development is prohibited according to the provisions of the City's Shoreline Master Program, or
 - iv. An area with equivalent habitat quality that has conservation status in perpetuity, in consultation with WDFW.
- b. The corridor is permanently protected for the entire distance between the wetland and the shoreline or legally protected area by a conservation easement, deed restriction, or other legal site protection mechanisms.
 - c. Presence or absence of the shoreline or Priority Habitat must be confirmed by a qualified professional and the planning director.
 - d. The measures in Table 37.4 are implemented, as applicable, to minimize impacts of the adjacent land uses.

B. Increased Wetland Buffer Width. Buffer widths stated in subsection A of this section shall be increased:

1. When the minimum buffer for a wetland extends into an area with a slope of greater than twenty-five percent, the buffer shall be the greater of:
 - a. The minimum buffer for that particular wetland; or
 - b. Twenty-five feet beyond the point where the slope becomes twenty-five percent or less for at least a horizontal distance of ten feet;
2. When the wetland is used by a state or federally listed plant or animal species under WAC 220-610-010, 50 CFR 17-11, 50 CFR 17-12, or other state or federal regulations; or has critical or outstanding potential habitat for those species or has unusual nesting or resting sites such as heron nesting colonies or raptor nesting trees, and the increased buffer is necessary to protect such habitat;
3. When a habitat assessment or habitat management plan is required by EMC 19.37. 110 and an increased buffer is necessary to protect critical habitat or affected species, the buffer shall be the buffer in the approved habitat assessment or habitat management plan;
4. When the adjacent land is classified as a geologically hazardous area, the buffer shall be the greater of the standard wetland buffer or the setback buffer required by EMC 19.37. 230;
5. When the wetland buffer has minimal or degraded vegetative cover that cannot be improved through enhancement; or
6. When the city finds, based upon a site-specific critical area analysis, that impacts to a wetland or other critical area from a proposed development can only be mitigated by a greater buffer width.



C. Impact Minimization Measures.

Developments that produce the listed disturbances and are requesting reduced wetland buffers per Table 37.3 are required to address the disturbance through the use of applicable minimization measures. This is not a complete list of measures, nor is every example measure required. Though not every measure is required, all effort should be made to implement as many measures as possible. Regulatory staff should determine, in coordination with the applicant, which measures are applicable and practicable. The critical areas report shall address how each impact minimization measure is being provided.

Table 37.4 – Impact Minimization Measures

Example of Disturbance	Activities and Uses that Cause Disturbances	Examples of Impact Minimization Measures
Light	• Parking lots • Commercial/Industrial uses • Residential uses • Recreation (e.g. athletic fields) • Agricultural buildings	• Direct lights away from wetlands and buffers • Only use lighting when and where necessary for public safety • Motion-activated lighting • Use of full-cut off shields • Dim light to lowest acceptable intensity • Warmer lighting temperatures (<3000K)
Noise	• Commercial/Industrial uses • Residential uses • Recreation (e.g. athletic fields) • Agriculture	• Locate noise-generating activity away from wetlands and buffers • Construct fencing and/or install dense landscape screening between noise sources and critical area
Toxic Runoff	• Parking lots • Roads • Commercial/Industrial uses • Residential uses • Application of pesticides • Landscaping • Agriculture	• Route all new, untreated runoff away from wetlands and buffers while ensuring wetland is not dewatered • Establish covenants limiting use of pesticides within 150 feet of wetlands • Apply integrated pest management (These examples are not necessarily adequate for minimizing toxic runoff if threatened or endangered species are present at the site.)
Stormwater Runoff	• Parking lots • Roads • Commercial/Industrial uses • Residential uses • Recreation	• Retrofit stormwater detention and treatment for roads and existing adjacent developments • Prevent channelized or sheet flow from lawns that directly enter buffers



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	• Landscaping/lawns • Other impermeable surfaces, compacted soils, etc.	• Infiltrate or treat, detain, and disperse new runoff from impervious surfaces and lawns • Retain native vegetation elsewhere in the property
Pets and Human Disturbance	• Residential uses • Recreation	• Install privacy fencing • Plant dense native vegetation to delineate buffer edge and to discourage disturbance • Place wetlands and buffers in a separate tract • Install signage along wetland buffer edge
Dust	• Tilled Fields • Roads	• Use Best Management Practices to control dust

D. Where wetland functions have been improved due to voluntary implementation of an approved stewardship, restoration and/or enhancement plan that is not associated with required mitigation or enforcement, the wetland buffer width shall be determined based on the previously established wetland category and habitat score as documented in the approved stewardship and enhancement

E. *Functionally Disconnected Buffer Areas*. Buffers may exclude areas that are functionally and effectively disconnected from a wetland by an existing public or private road or legally established development, as determined by the planning director. Functionally and effectively disconnected means that the road or other significant development blocks the protective measures provided by a buffer. Significant developments shall include built public infrastructure such as roads and railroads, and private developments such as homes or commercial structures. Examples of minor developments that do not fully block buffer functions include trails, minor accessory structures, paths, and driveways serving a single residence. The planning director shall evaluate whether the interruption will affect the entirety of the buffer. Individual structures may not fully interrupt buffer function. In such cases, the allowable buffer exclusion should be limited in scope to just the portion of the buffer that is affected. Where questions exist regarding whether a development functionally disconnects the buffer, or the extent of that impact, the planning director may require a critical area report to analyze and document the buffer functionality.

19.37. 340 Wetlands - Buffer Width Averaging

The city may allow wetland buffer width averaging when all of the following are met:

- A. No feasible alternatives to the site design could be accomplished without buffer averaging.
- B. The total area on the lot contained within the buffer after averaging is not less than the area required within the buffer without averaging
- C. Averaging will not reduce the functions and values of the critical area or buffer as demonstrated by a critical area report from a qualified professional.
- D. The adjusted minimum buffer width shall not be less than seventy-five percent of the required buffer width at any point or 75 feet for Category I and II, 50 feet for Category III, and 25 feet for Category IV, whichever is greater.



19.37. 350 Wetlands - Compensatory Mitigation

- A. *Mitigation Sequencing.* Before being authorized to impact any wetland or its buffer, an applicant must demonstrate that they have implemented mitigation sequencing in the order presented in EMC 19.37.100.
- B. *Requirements for Compensatory Mitigation.* Allowed wetland and wetland buffer compensation shall be subject to the following requirements:
1. Compensatory mitigation for alterations to wetlands shall be used only for impacts that cannot be avoided or minimized and shall achieve equivalent or greater functions. Compensatory mitigation plans shall be consistent with Wetland Mitigation in Washington State—Part 2: Developing Mitigation Plans—Version 1 (Ecology Publication #06-06-011b, or as revised), and Selecting Wetland Mitigation Sites Using a Watershed Approach [Western Washington (Ecology Publication #09-06-32).
 2. Mitigation ratios for wetland impacts shall be consistent with the Standard Wetland Compensatory Mitigation Ratios presented in this section.
 3. Buffer Mitigation Ratios. Impacts to buffers shall be mitigated at a minimum 1:1 ratio. Compensatory buffer mitigation shall replace those buffer functions lost from development.
 4. Mitigation requirements may be determined using the Credit-Debit Method described in Calculating Credits and Debits for Compensatory Mitigation in Wetlands of [Western Washington (Ecology Publication #10-06-011)
 5. Plantings used in mitigation actions shall be native species appropriate to the ecoregion.
 6. The following areas within a proposed compensation site shall not contribute to satisfying the requirements for compensatory mitigation:
 - a. Easements for utility corridors, stormwater facilities, rights-of-way, and streams conveyed underground
 - b. Driveways
 - c. Roads
 - d. Any paved or graveled areas intended to convey vehicle or foot traffic.
 7. Buffers on Wetland Mitigation Sites. All wetland mitigation sites shall have buffers consistent with the buffer requirements of this Chapter. All required buffers for the wetland mitigation site shall be located on the subject site, except where wetland mitigation banking is used to purchase buffer credits. Buffers shall be based on the expected or target category of the proposed wetland mitigation site and the expected level of impact from the adjacent land use. Buffers need to be fully vegetated in order to be included in buffer area calculations. Lawns, walkways, driveways, paved areas, and mowed or developed areas will not be considered buffers or included in buffer area calculations when assessing whether adequate compensatory mitigation buffers have been provided. Properties adjacent to or abutting wetland mitigation sites shall not be responsible for providing any additional buffer requirements.
 8. Construction techniques and field marking of areas to be disturbed shall be approved by the city prior to site disturbance to ensure minimal encroachment.
 9. The city may require the applicant to rehabilitate a wetland or its buffer by removing debris, sediment, nonnative vegetation, or other material detrimental to the area by replanting



disturbed vegetation, or by other means deemed appropriate by the city. Rehabilitation or restoration may be required at any time that a condition detrimental to water quality or habitat exists.

C. Compensating for Lost or Impacted Wetland Functions. Compensatory mitigation shall address the functions affected by the proposed project, with an intention to achieve functional equivalency or improvement of functions. The goal shall be for the compensatory mitigation to provide similar wetland functions as those lost, except when either:

1. The lost wetland provides minimal functions, and the proposed compensatory mitigation action(s) will provide equal or greater functions or will provide functions shown to be limited within a watershed through an existing watershed plan or a local or regional study that characterizes watershed processes; or

2. Out-of-kind replacement of wetland type or functions will best meet watershed goals formally identified by a watershed plan, such as replacement of historically diminished wetland types. D.

Preference of Mitigation Actions. Mitigation for wetland and buffer impacts shall rely on a method listed below in order of preference. A lower-preference form of mitigation shall be used only if the applicant's qualified professional demonstrates to the planning director's satisfaction that all higher-ranked types of mitigation are not viable, consistent with the criteria in this Section.

1. Restoration: The manipulation of the physical, chemical, or biological characteristics of a site with the goal of returning natural/historic functions and environmental processes to a former or degraded wetland. Restoration is divided into two categories:

- a. Re-establishment: The manipulation of the physical, chemical, or biological characteristics of a site with the goal of returning natural/historic functions and environmental processes to a former wetland. Re-establishment results in rebuilding a former wetland and results in a gain in wetland area and functions. Example activities could include removing fill, plugging ditches, or breaking drain tiles to restore a wetland hydroperiod, which in turn will lead to restoring wetland biotic communities and environmental processes.

- b. Rehabilitation: The manipulation of the physical, chemical, or biological characteristics of a site with the goal of repairing natural/historic functions and environmental processes to a degraded wetland. Rehabilitation results in a gain in wetland function but does not result in a gain in wetland area. The area already meets wetland criteria, but hydrological processes have been altered. Rehabilitation involves restoring historic hydrologic processes. Example activities could involve breaching a dike to reconnect wetlands to a floodplain or return tidal influence to a wetland.

2. Establishment (Creation): The manipulation of the physical, chemical, or biological characteristics of a site to develop a wetland on an upland where a wetland did not previously exist at an upland site. Establishment results in a gain in wetland area and functions. An example activity could involve excavation of upland soils to elevations that will produce a wetland hydroperiod and hydric soils by intercepting groundwater, and in turn supports the growth of hydrophytic plant species.

- a. If a site is not available for wetland restoration to compensate for expected wetland and/or buffer impacts, the planning director may authorize establishment of a wetland and buffer upon demonstration by the applicant's qualified professional that:



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- i. The hydrology and soil conditions at the proposed mitigation site are conducive for sustaining the proposed wetland and that establishment of a wetland at the site will not likely cause hydrologic problems elsewhere;
- ii. Adjacent land uses and site conditions do not jeopardize the viability of the proposed wetland and buffer (e.g., due to the presence of invasive plants or noxious weeds, stormwater runoff, noise, light, or other impacts); and
- iii. The proposed wetland and buffer will eventually be self-sustaining with little or no long-term maintenance.
- iv. The proposed wetland would not be established at the cost of another high-functioning habitat (i.e., ecologically important uplands).

3. Preservation (Protection/Maintenance). The removal of a threat to, or preventing the decline of, wetlands by an action in or near those wetlands. This term includes activities commonly associated with the protection and maintenance of wetlands through the implementation of appropriate legal and physical mechanisms such as recording conservation easements and providing structural protection like fences and signs. Preservation does not result in a gain of aquatic resource area or functions but may result in a gain in functions over the long term. Preservation of a wetland and associated buffer can be used only if:

- a. The planning director determines that the proposed preservation is the best mitigation option;
- b. The proposed preservation site is under threat of undesirable ecological change due to permitted, planned, or likely actions that will not be adequately mitigated under existing regulations;
- c. The area proposed for preservation is of high quality or critical for the health and ecological sustainability of the watershed or sub-basin. Some of the following features may be indicative of high-quality sites:
 - i. Category I or II wetland rating
 - ii. Rare or irreplaceable wetland type [e.g., peatlands, mature forested wetland, estuaries, vernal pools, alkali wetlands] or aquatic habitat that is rare or a limited resource in the area.
 - lii. The presence of habitat for threatened or endangered species (state, federal, or both).
 - iv. Provides biological and/or hydrological connectivity to other habitats.
 - v. Priority sites identified in an adopted watershed plan.
- d. Permanent preservation of the wetland and buffer shall be provided through a legal mechanism such as a conservation easement or tract held by an appropriate natural land resource manager/land trust.
- e. The planning director may approve another legal and administrative mechanism in lieu of a conservation easement if it is determined to be adequate to protect the site.

4. Enhancement. The manipulation of the physical, chemical, or biological characteristics of a wetland to heighten, intensify, or improve specific wetland function(s). Enhancement is undertaken for specified purposes such as water quality improvement, flood water retention, or



wildlife habitat. Enhancement results in the gain of selected wetland function(s) but may also lead to a decline in other wetland function(s). Enhancement does not result in a gain in wetland area. Enhancement activities could include planting vegetation, controlling non-native or invasive species, and modifying site elevations to alter hydroperiods in existing wetlands. Applicants proposing to enhance wetlands and/or associated buffers shall demonstrate how the proposed enhancement will increase the wetland and/or buffer functions, how this increase in function will adequately compensate for the impacts, and how existing wetland functions at the mitigation site will be protected.

5. Alternative Types of Mitigation/Resource Tradeoffs. The planning director may approve alternative mitigation proposals that are based on best available science, such as priority restoration plans that achieve restoration goals identified in the SMP. Alternative mitigation proposals shall provide an equivalent or better level of ecological functions and values than would be provided by standard mitigation approaches. Alternative mitigation approaches shall comply with all reporting, monitoring, and performance measures of this Section including adherence to mitigation sequencing. The city may consult with agencies with expertise and jurisdiction over the critical areas during the review to assist with analysis and identification of appropriate performance measures that adequately safeguard critical areas. The planning director will consider the following for approval of an alternative mitigation proposal:

- a. Clear identification of how an alternative approach will achieve equal or better ecological benefit.
- b. The proposal uses a watershed approach consistent with Selecting Wetland Mitigation Sites Using a Watershed Approach in Western Washington (Ecology Publication #09-06-32), or as revised].
- c. All impacts are identified, evaluated, and mitigated.
- d. Methods to demonstrate ecological success are clear and measurable.

E. Location of Compensatory Mitigation. Permittee-responsible compensatory mitigation actions shall be conducted using a watershed approach and shall generally occur within the same sub-drainage basin. However, when the applicant can demonstrate that a mitigation site in a different sub-drainage basin is ecologically preferable, it ~~should~~ may be used. Compensatory mitigation areas shall be located to preserve or achieve contiguous wildlife habitat corridors to minimize the isolation and fragmenting effects of development on habitat areas. The following criteria will be evaluated when determining whether on-site or off-site compensatory mitigation is ecologically preferable. When considering the location of mitigation, preference ~~should~~ may be given to using programmatic approaches, such as a mitigation bank or an in-lieu fee program after evaluating the following criteria.

1. No reasonable opportunities exist on site or within the sub-drainage basin or opportunities on site or within the sub-drainage basin do not have a high likelihood of success based on a determination of the capability of the site to compensate for the impacts. Considerations should include anticipated replacement ratios for wetland mitigation, buffer conditions and required widths, available water to maintain anticipated hydrogeomorphic class(es) of wetlands when restored, proposed flood storage capacity, and potential to mitigate riparian fish and wildlife impacts (such as connectivity);
2. On-site mitigation would require elimination of high-quality upland habitat;
3. Off-site mitigation has a greater likelihood of providing equal or improved wetland functions compared to the altered wetland.



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4. Off-site locations shall be in the same sub-drainage basin unless:

- a. Watershed goals for water quality, flood storage or conveyance, habitat, or other wetland functions have been established by the city and strongly justify locating mitigation at another site;
- b. Credits from a state-certified wetland mitigation bank are used as compensation, and the use of credits is consistent with the terms of the certified bank instrument;
- c. Fees are paid to an approved ILF program to compensate for the impacts.

5. The design for the compensatory mitigation project needs to be appropriate for its position in the landscape. Therefore, compensatory mitigation should not result in the creation, restoration, or enhancement of an atypical wetland.

F. Timing of Compensatory Mitigation. Compensatory mitigation projects should be completed prior to activities that will impact wetlands. For category I wetlands, the city shall require the relocated wetland area to be completed and functioning prior to allowing the existing wetland to be altered. Otherwise, compensatory mitigation shall be completed immediately following wetland impacts and prior to use or occupancy of the action or development. Construction of mitigation projects shall be timed to reduce impacts to existing fisheries, wildlife, and flora.

1. The planning director may authorize a one-time temporary delay in completing construction or installation of the compensatory mitigation when the applicant provides a written explanation from a qualified wetland professional as to the rationale for the delay. An appropriate rationale would include identification of the environmental conditions that could produce a high probability of failure or significant construction difficulties. For example, a project delay that creates conflicts with other regulatory requirements (fisheries, wildlife, stormwater, etc.) or installing plants should be delayed until the dormant season to ensure greater survival of installed materials. The delay shall not create or perpetuate hazardous conditions or environmental damage or degradation, and the delay shall not be injurious to the health, safety, or general welfare of the public. The request for the delay shall include a written justification that documents the environmental constraints that preclude timely implementation of the compensatory mitigation plan. The justification will be verified by the city who will issue a formal decision.

G. Wetland Compensatory mitigation Ratios. In approving alteration of a wetland, the city shall require that an area larger than the altered portion of the wetland be provided as compensatory mitigation for destruction of the functions of the altered wetland and to ensure that such functions are replaced. The ratios in this section are based on wetland category, function, special characteristics, risk, and temporal loss. When mitigating allowed impacts to wetlands, the standard ratios in Table 37.4 shall be used, except as otherwise provided below in this subsection.

Table 37. 5: Standard Wetland Compensatory Mitigation Ratios

Category and Type of Wetland Impacts	Reestablishment or Creation	Rehabilitation Only ¹	Reestablishment or Creation (R/C) plus Rehabilitation (RH) ¹	Reestablishment or Creation (R/C) plus Enhancement (E) ¹	Reestablishment or Creation (R/C) plus Preservation (P) ¹	Enhancement Only ¹
All category IV	1.5:1	3:1	1:1 R/C plus 1:1 RH	1:1 R/C plus 2:1 E	1:1 R/C plus 2:1 P	6:1



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Category and Type of Wetland Impacts	Reestablishment or Creation	Rehabilitation Only ¹	Reestablishment or Creation (R/C) plus Rehabilitation (RH) ¹	Reestablishment or Creation (R/C) plus Enhancement (E) ¹	Reestablishment or Creation (R/C) plus Preservation (P) ¹	Enhancement Only ¹
All category III	2:1	4:1	1:1 R/C plus 2:1 RH	1:1 R/C plus 4:1 E	1:1 R/C plus 4:1 P	8:1
Category II Estuarine	Case-by-case	4:1 Rehabilitation of an estuarine wetland	Case-by-case	Case-by-case	Case-by-case	Case-by-case
All other category II	3:1	6:1	1:1 R/C plus 4:1 RH	1:1 R/C plus 8:1 E	1:1 R/C plus 8:1 P	12:1
Category I Forested	6:1	12:1	1:1 R/C plus 10:1 RH	1:1 R/C plus 20:1 E	1:1 R/C plus 20:1 P	24:1
Category I Based on score for functions	4:1	8:1	1:1 R/C plus 6:1 RH	1:1 R/C plus 12:1 E	1:1 R/C plus 12:1 P	16:1
Category I Bog	Not considered possible ²	6:1 Rehabilitation of a bog	R/C Not considered possible ²	R/C Not considered possible ²	R/C Not considered possible ²	Case-by-case
Category I Estuarine	Case-by-case	6:1 Rehabilitation of an estuarine wetland	Case-by-case	Case-by-case	Case-by-case	Case-by-case



¹ These ratios are based on the assumption that the rehabilitation or enhancement actions implemented represent the average degree of improvement possible for the site. Proposals to implement more effective rehabilitation or enhancement actions may result in a lower ratio, while less effective actions may result in a higher ratio. The distinction between rehabilitation and enhancement is not clear-cut. Instead, rehabilitation and enhancement actions span a continuum. Proposals that fall within the gray area between rehabilitation and enhancement will result in a ratio that lies between the ratios for rehabilitation and the ratios for enhancement.

² Bogs are considered irreplaceable wetlands because they perform some special functions that cannot be replaced through compensatory mitigation. Impacts to such wetlands would therefore result in a net loss of some functions no matter what kind of compensatory mitigation is proposed.

a. As an alternative to the mitigation ratios described above, the planning director may allow mitigation based one of the following ways:

i. Using the Credit-Debit Method developed by the Department of Ecology in Calculating Credits and Debits for Compensatory Mitigation in Wetlands of [Western Washington (Ecology Publication # 10-06-011), or as amended.

ii. For properties designated “urban mixed-use industrial” in the city’s shoreline master program, the applicant shall use the Snohomish Estuary Wetland Integration Plan (SEWIP, 1997) and Salmon Overlay (2001) for projects that include wetland compensatory mitigation. Per Table 37.4, mitigation ratios for estuarine wetlands shall be determined on a case-by-case basis.

b. In no case shall the mitigation acreage be less than that which is altered.

19.37.360 Wetlands - Approaches to Compensatory Mitigation

A. *Wetland mitigation banks* . For any wetland mitigation bank certified under Chapter 173-700 WAC, credits from a wetland mitigation bank may be used to compensate for impacts located within the service area specified in the mitigation bank instrument when all of the following are met:

1. The director determines that the wetland mitigation bank provides appropriate compensatory mitigation for the authorized impacts.
2. The proposed use of credits is consistent with the terms and conditions of the mitigation bank instrument.
3. Mitigation ratios are consistent with the mitigation bank instrument.

B. *In-Lieu Fee Mitigation*. Credits from an approved in-lieu fee program may be used when all the following apply:

1. The planning director determines that it would provide appropriate compensation for the proposed impacts.
2. The proposed use of credits is consistent with the terms and conditions of the approved ILF program instrument.
3. Projects using ILF credits shall have debits associated with the proposed impacts calculated by the applicant’s qualified wetland professional using the credit assessment method specified in the approved instrument for the ILF program.



4. The impacts are located within the service area specified in the approved in-lieu fee instrument.

C. Permittee-responsible, advance mitigation. Advance mitigation is a form of permittee-responsible mitigation implemented before a permitted impact takes place. It is designed to compensate for impacts expected to occur in the future. The applicant proposing the advance mitigation is the only one who can use the credits generated. Credits cannot be sold or transferred to another applicant. Advance mitigation proposals should be developed in accordance with state and federal rules and guidance on advance mitigation (Interagency Regulatory Guide: Advance Permittee-Responsible Mitigation, Ecology Publication #12-06-015, and Chapter 4.2 of Wetland Mitigation in Washington State—Part 1: Policies and Guidance—Version 2, Ecology Publication #21-06-003, or as revised).

D. Permittee-responsible, concurrent mitigation. Concurrent mitigation is a form of permittee-responsible mitigation implemented at the same time permitted impacts are occurring. The permittee is responsible for implementation and success of the compensation. Concurrent mitigation may occur at the site of the permitted impacts or at an off-site location, usually within the same watershed. Permittee-responsible, concurrent mitigation shall be used only if the applicant's qualified professional demonstrates to the planning director's satisfaction that the proposed approach is ecologically preferable to use of a bank or in-lieu fee program, consistent with the criteria in this Section.

ARTICLE IV. FREQUENTLY FLOODED AREAS

19.37.400 Areas of Special Flood Hazard

Areas of special flood hazard shall be governed by the provisions of Chapter 19.30.

ARTICLE V. FISH AND WILDLIFE HABITAT CONSERVATION AREAS

19.37.500 Fish and wildlife habitat Conservation areas - Description and Purpose

A. All areas meeting the definition of fish and wildlife habitat conservation areas are subject to the regulations in this chapter. The intent of the management of these areas is to ensure sufficient habitat quality, quantity, and connectivity for species within their natural geographic distribution in order to support viable populations over the long term and to prevent isolated subpopulations.

Fish and wildlife habitat conservation areas are ecosystems composed of unique interacting systems of soils, geology, topography, and plant and animal communities. They consist of land-based areas and aquatic areas. Wildlife habitat provides opportunities for food, cover, nesting, breeding, and movement for fish and wildlife within the City; maintains and promotes diversity of species and habitat within the City; helps to maintain air and water quality; controls erosion; serves as areas for recreation, education and scientific study, and aesthetic appreciation; and provides neighborhood separation and visual diversity within urban areas.

Riparian corridors are essential for wild fish populations. Healthy riparian zones are dynamic ecosystems that perform various functions that form salmonid habitat. Some of the major functions include producing and delivering large and small woody debris to shorelines and stream channels; shoreline protection and habitat formation; removing sediments and dissolved chemicals from water; moderating water temperature; providing thermal refugia; providing habitat for terrestrial animals; and providing proper nutrient sources for aquatic life. Additionally, aquatic areas and their associated buffers store and convey stormwater and floodwater; recharge groundwater; and serve as areas for recreation, education and scientific study and aesthetic appreciation. B. The following actions are exempt from other requirements of this chapter, but may require preparation of a habitat assessment or biological



assessment when conducted within a fish and wildlife habitat conservation area, **and must result in no net loss of ecological functions and values:**

1. EMC 19.37.060(B)(1), Minor utility construction projects.
2. EMC 19.37.060(B)(4), Public and private pedestrian paths and trails
3. Any development application that involves ESA Section 7 consultation with federal agencies is required to follow that process to determine impacts to endangered species and mitigation requirements rather than the procedure described herein. However, the application must demonstrate compliance with all applicable city regulations, and must submit a copy of the biological assessment provided to federal agencies as part of the city's permit process.

4. Maintenance of critical public infrastructure.19.37.510 Fish and wildlife habitat conservation areas - Designation and Mapping

A. Fish and wildlife habitat conservation areas that must be considered for classification and designation include:

1. Areas where endangered, threatened, and sensitive species have a primary association;
 - a. Federally designated endangered and threatened species are those fish and wildlife species identified by the U.S. Fish and Wildlife Service and the National Marine Fisheries Service that are in danger of extinction or threatened to become endangered. The U.S. Fish and Wildlife Service and the National Marine Fisheries Service should be consulted for current listing status.
 - b. State designated endangered, threatened, and sensitive species are those fish and wildlife species native to the state of Washington identified by the Washington State Department of Fish and Wildlife that are in danger of extinction, threatened to become endangered, vulnerable, or declining and are likely to become endangered or threatened in a significant portion of their range within the state without cooperative management or removal of threats. State designated endangered, threatened, and sensitive species are periodically recorded in WAC 232-12-014 (state endangered species) and WAC 232-12- 011 (state threatened and sensitive species). The State Department of Fish and Wildlife maintains the most current listing and should be consulted for current listing status
2. Habitats and species of local importance, as determined locally;
 - a. Priority habitats and species are considered to be priorities for conservation and management. Priority species require protective measures for their perpetuation due to their population status, sensitivity to habitat alteration, and/or recreational, commercial, or tribal importance. Priority habitats are those habitat types or elements with unique or significant value to a diverse assemblage of species. A priority habitat may consist of a unique vegetation type or dominant plant species, a described successional stage, or a specific structural element. Priority habitats and species are identified by the State Department of Fish and Wildlife and included on its current Priority Habitats and Species List, as amended.
3. Commercial and recreational shellfish areas;
4. Kelp and eelgrass beds; herring, smelt, and other forage fish spawning areas;



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5. Naturally occurring ponds under 20 acres and their submerged aquatic beds that provide fish or wildlife habitat;

a. Naturally occurring ponds do not include ponds deliberately designed and created from dry sites, such as canals, detention facilities, wastewater treatment facilities, farm ponds, temporary construction ponds (of less than three years duration) and landscape amenities. However, naturally occurring ponds may include artificial ponds intentionally created from dry areas in order to mitigate conversion of ponds, if permitted by a regulatory authority.

6. Waters of the state;

a. Waters of the state include lakes, rivers, ponds, streams, inland waters, underground waters, and all other surface waters and watercourses within the jurisdiction of the state of Washington, ~~as classified in WAC 222-16-030.~~

7. Lakes, ponds, streams, and rivers planted with game fish by a governmental or tribal entity;

8. State natural area preserves, natural resource conservation areas, and state wildlife areas. Natural area preserves and natural resource conservation areas are defined, established, and managed by the Washington State Department of Natural Resources.

9. Significant biological areas listed by the city.

B. Fish and Wildlife Habitat Conservation Areas Mapping. The approximate location and extent of fish and wildlife habitat conservation areas within the city of Everett's planning area are shown on maps compiled and maintained by the city planning department. These maps shall be used as a general guide only for the assistance of property owners, project applicants, and other interested parties; boundaries are generalized. The actual type, extent and boundaries of fish and wildlife habitat conservation areas shall be determined by a qualified professional according to the definitions and criteria established by this chapter. In the event of any conflict between the habitat location or type shown on the city's fish and wildlife habitat conservation areas maps and the criteria or standards of this chapter, the criteria and standards resulting from the field investigation shall control.

C. Other mapping sources include the Washington State Department of Fish and Wildlife priority habitat and species maps.

D. Streams and waters shall be classified based upon an amended version of the water classification system established under WAC 222-16-030 as follows:

1. **Type S Water.** Those streams and waters, within their bankfull width, as inventoried as "shorelines of the state" under Chapter 90.58 RCW and the rules promulgated pursuant to chapter 90.58 RCW, including periodically inundated areas of associated wetlands.

2. **Type F Water.** Those segments of natural waters including periodically inundated areas of their associated wetlands, not classified as Type S Waters, which have a fish, wildlife, or human use; which in any case contain fish habitat or are described by one of the following seven categories:

a. Waters within lakes, ponds, or impoundments having a surface of 0.5 acre or greater at seasonal low water;

b. Stream segments having a defined channel 20 feet or greater within the bankfull width and having a gradient of less than four percent;



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- c. Waters which are off-channel habitat. These are areas important for rearing and survival of fish and include riverine ponds, wall-based channels, and stream associated wetlands. The area must be connected to Type F or Type S Water and accessible to fish during some portion of the year.
 - i. For channelized streams, the edge of off-channel habitat is determined based on the outer edge of inundation of the stream at the bankfull elevation flow.
 - ii. For nonchannelized streams, including stream associated wetlands, off-channel habitat is the outer edge of the area periodically inundated at the ordinary high water line.
- d. Waters used by fish. Where fish use has not been determined:
 - i. Waters having any of the following characteristics are presumed to have fish use:
 - A. Stream segments having a defined channel of two feet or greater within the bankfull width and having a gradient of 16 percent or less;
 - B. Stream segments having a defined channel of two feet or greater within the bankfull width and having a gradient greater than 16 percent and less than or equal to 20 percent, and having greater than 50 acres in contributing basin size, based on hydrographic boundaries;
 - C. Ponds or impoundments having a surface area of less than one acre at seasonal low water and having an outlet to a fish stream;
 - D. Ponds or impoundments having a surface area of 0.5 acre or greater at seasonal low water;
 - E. Waters within the anadromous fish floor, see WAC 222-16-0301.
 - ii. The planning director may waive or modify the characteristics in (d)(i) of this subsection based on a report prepared by a qualified professional where:
 - A. Waters have confirmed, long term, naturally occurring water quality parameters incapable of supporting fish;
 - B. Snowmelt streams with short flow cycles that do not support successful life history phases of fish. These streams typically have no flow in the winter months and discontinue flow by June 1st; or
 - C. Sufficient information about a geomorphic region is available to support a departure from the characteristics in (d)(i) of this subsection, as determined in consultation with the department of fish and wildlife, department of ecology, affected tribes, and interested parties.
- e. Waters diverted for domestic use by more than 10 residential or camping units or by a public accommodation facility licensed to serve more than 10 persons, where the department determines the diversion is a valid appropriation of water. These waters shall be considered Type F Water upstream from the point of diversion for 1,500 feet or until the drainage area is reduced by 50 percent, whichever is less;
- f. Waters diverted for use by a federal, state, tribal or private fish hatchery. These waters shall be considered Type F Water upstream from the point of diversion for 1,500 feet, including tributaries if highly significant for protection of downstream water quality. The



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department may allow additional harvest beyond the requirements of Type F Water classification if the department determines after a landowner-requested interdisciplinary team assessment that:

- i. The management practices proposed by the landowner will adequately protect water quality for the fish hatchery; and
- ii. The additional harvest within the riparian management zone meets the requirements of the water type classification that would apply in the absence of the hatchery;
- g. Waters within a federal, state, local governmental entity, or private campground having more than 10 camping units. These are waters that enter a campground at the boundary of the park lands available for public use and come within 100 feet of a camping unit, trail or other park improvement;

3. *Type Np Water.*

Those segments of natural waters within the bankfull width of perennial nonfish habitat streams. Perennial streams are flowing waters that do not go dry any time of a year of normal rainfall and include the intermittent dry portions of the perennial channel below the uppermost point of perennial flow. If the uppermost point of perennial flow cannot be identified with simple, nontechnical observations (see Washington Forest Practices Board Manual, Section 23), then said point shall be determined by a qualified professional selected or approved by the city.

4. *Type Ns Water.* Those segments of natural waters within the bankfull width of the defined channels that are not Type S, F, or Np Waters. These are seasonal, nonfish habitat streams in which surface flow is not present for at least some portion of a year of normal rainfall and are not located downstream from a Type Np Water. Type Ns Waters must be physically connected by an above-ground channel system to Type S, F, or Np Waters.

5. For purposes of this section:

- a. "Residential unit" means a home, apartment, condominium unit or mobile home, serving as the principal place of residence.
- b. "Camping unit" means an area intended and used for:
 - i. Overnight camping or picnicking by the public containing at least a fireplace, picnic table and access to water and sanitary facilities; or
 - ii. A permanent home or condominium unit or mobile home not qualifying as a "residential unit" because of part time occupancy.
- c. "Public accommodation facility" means a business establishment licensed to serve the public, such as a restaurant, tavern, motel or hotel.
- d. "Natural waters" only excludes water conveyance systems which are artificially constructed and actively maintained for irrigation.
- e. "Seasonal low water" means the conditions of the seven-day, two-year low water situation, as measured or estimated by accepted hydrologic techniques.
- f. "Bankfull width" for defined channels means a measurement over a representative section of at least 500 linear feet with at least 10 evenly spaced measurement points along the normal stream channel but excluding unusually wide areas of negligible gradient such as



marshy or swampy areas, beaver ponds and impoundments. See the Washington Department of Natural Resources board manual section 23.

- g. "Intermittent" means those segments of streams that normally go dry.

E. *Lakes*. Silver Lake shall be protected as required by the shoreline master program. All other lakes shall be subject to the regulations in this chapter.

19.37.520 Fish and wildlife habitat conservation areas - Critical Area Report Additional Requirements

In addition to the general critical area report requirements in EMC 19.37.110 and EMC 19.37.120, the following additional report requirements apply when a proposal is within or near a fish and wildlife habitat conservation area:

A. *Goals and Additional Requirements*. If a development or redevelopment is proposed on or within a distance which could impact habitats of primary association, significant biological areas, and/or vegetative corridors linking watersheds, as described in this title, the applicant shall provide a habitat assessment. In areas within the riparian habitat zone or special flood hazard area, a biological assessment is required. The biological assessment shall be prepared in accordance with Regional Guidance for Floodplain Habitat Assessment and Mitigation produced by FEMA Region 10, April 2011, or as amended. The biological assessment must demonstrate that any proposed development in the riparian habitat zone or the floodway, coupled with appropriate habitat conservation measures, does not adversely affect water quality, water quantity, flood volumes, flood velocities, spawning substrate, and/or floodplain refugia for listed salmonids.

If the habitat assessment/biological assessment determines that the proposed development could potentially adversely impact a fish and wildlife habitat conservation area, the applicant shall provide a habitat management plan (HMP) as described in this article, prepared by a wildlife biologist for evaluation by the city, state and federal agencies. The HMP must address activities that can be taken to preserve, protect, or enhance the affected fish and wildlife habitat conservation areas. The HMP shall be based upon sound habitat management practices and be designed to achieve specific habitat objectives. If the habitat assessment finds that the proposed development could result in substantial elimination of or significant reduction in riparian corridors, existing connections between critical areas, or continuous vegetated corridors linking watersheds, the HMP must analyze alternatives and measures to maximize the maintenance of existing corridors. The city shall ask the appropriate resource agencies to review and comment on the development impacts and the provisions of the HMP.

1. *Distance for Habitats of Primary Association.*

a. *Salmonids and Steelhead*. When development is proposed within the distances specified below, a habitat assessment shall be required.

- (1) Within two hundred fifty feet of the Snohomish River or its estuary;
- (2) Within two hundred feet of a Type S or Type F stream or water including but not limited to North Creek or Swamp Creek together with tributaries with direct confluence to those streams and the associated wetlands, and marine shorelines;
- (3) Within one hundred fifty feet of Lake Chaplain;
- (4) Within two hundred twenty-five feet of a Type Np or Ns stream with unstable slopes within the special flood hazard area;



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(5) Within one hundred fifty feet of a Type Np or Ns stream without unstable slopes within the special flood hazard area; or

(6) Within the special flood hazard area.

b. *Other Species.* If habitats of primary association are identified for other species, the director, after consulting with the Department of Fish and Wildlife, shall determine the appropriate distance from a designated fish and wildlife habitat conservation area which will require a habitat assessment or HMP.

c. *Continuous Vegetative Corridors Linking Watersheds and Significant Biological Areas.* If a development is proposed within an area that provides a continuous vegetative corridor linking watersheds or a significant biological area, a habitat assessment is required.

B. Habitat Assessment.

1. A habitat assessment may be integrated into another critical area study or provided as a separate report, provided the requirements of this subsection are met.
2. The habitat assessment shall be completed by a qualified professional with expertise and experience in preparing fish and wildlife critical area reports or biological assessments.
3. The purpose of the assessment is to determine whether or not a fish or wildlife habitat conservation area identified in this title and any associated buffer are located on or adjacent to a proposed development, and whether the proposed development could potentially adversely impact the regulated fish or wildlife habitat area and affected species.
4. If an approved habitat assessment determines that no fish or wildlife habitat conservation areas identified in this title or associated buffers are present on or adjacent to the site, or that the proposal will not adversely impact those areas and/or affected species, then the fish and wildlife habitat area review will be considered complete.
5. If the habitat assessment determines that a fish or wildlife habitat conservation area identified in this title or associated buffers are present on or adjacent to the proposed development and that the proposal will potentially adversely impact those areas and/or affected species, an habitat management plan shall be prepared. The habitat management plan must identify all actions that could be taken and which are necessary to avoid reducing the likelihood that the species will maintain and reproduce over the long term and/or actions to maintain or enhance the significant features present.
6. The director may consult with the Department of Fish and Wildlife before accepting the habitat assessment as final, and if recommended by the Department of Fish and Wildlife may require preparation of an HMP.
7. The city may require that the applicant request a separate evaluation of the site by WDFW staff to confirm the findings of the habitat assessment.
8. The department shall review the habitat assessment and either:
 - a. Accept the habitat assessment as complete and include any recommended mitigation measures necessary to reduce impacts to the critical fish and wildlife habitat conservation areas or affected species as project requirements; or



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- b. Require preparation of an habitat management plan if the habitat assessment indicates potential unmitigated adverse impacts to the critical fish and wildlife habitat conservation areas or affected species.

C. *Habitat Management Plan.*

1. *Habitat Management Plan Submittal and Review Process.* The habitat management plan shall be prepared by a qualified professional who understands the habitat requirements for the affected species. The consultant must demonstrate such expertise to the satisfaction of the director, who may require resumes, work examples or other information demonstrating professional expertise on relevant habitat and/or fisheries issues. The city will meet with the consultant and direct preparation of the habitat management plan. The city must review and accept the habitat management plan as complete before issuing any approvals for the proposed development. In the event of a dispute regarding appropriate content in the habitat management plan, the city may require additional studies or additional supporting information as provided for by this chapter.
2. A biological assessment which meets the requirements of federal and state agencies may be accepted as meeting these requirements.
3. The habitat management plan shall be evaluated by city, state and federal agencies with permit jurisdiction or expertise, as required by this section, and the director shall consider all comments submitted by state and federal agencies, and require necessary revisions to the HMP, if any, prior to accepting the HMP as final.
4. The director shall condition approvals of activities allowed within or adjacent to a habitat conservation area or its buffers, as necessary to minimize or mitigate any potential adverse impacts to the habitat conservation area and affected species. Mitigation measures shall be based upon the analysis, conclusions, and recommendations contained in the habitat management plan. At a minimum, all requirements and mitigation measures necessary to avoid reducing the likelihood that the species will maintain and reproduce over the long term shall be required as permit conditions for the development proposal.

D. *Compensatory mitigation for Impacts within the One-Hundred-Year Floodplain.*

1. Compensatory mitigation must be provided for any effects to floodwater storage and fish habitat function within the one-hundred-year floodplain. Indirect adverse effects of development in the floodplain (effects to stormwater, riparian vegetation, bank stability, channel migration, hyporheic zones, wetlands, etc.) must be mitigated such that equivalent or better salmon habitat protection is provided.
2. The mitigation plan shall stipulate avoidance and conservation measures, as are needed to ensure that there is no net adverse effect during any phase of the project. Outside the floodway or riparian habitat zone, the mitigation plan shall include such avoidance, minimization, restoration, conservation or compensatory mitigation measures to mitigate all impacts.
3. Calculation of impacts and mitigation shall be performed in accordance with Planning Director Interpretation No. 2011-1, or as amended.
4. The following priorities for mitigation of impacts to fish habitat within the one-hundred-year floodplain shall be considered in the habitat assessment and mitigation plan, with the long-term goal of improving functions and values of fish habitat in the estuary over existing conditions:



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- a. Assignment (purchase) of equivalent mitigation credits from an established mitigation bank within the estuary;
 - b. Creation or restoration of the functions and values of fish habitat in an area that is available to fish more frequently than the habitat being impacted;
 - c. Creation or restoration of off-channel refuge habitat;
 - d. Restoration of fish habitat where it has been previously eliminated or degraded;
 - e. Enhancement of existing habitat to improve functions and values;
 - f. Buffer enhancement in riparian habitat areas;
 - g. Replacement of the habitat functions and values that are impacted by development.
5. Also in accordance with RPA-3.A.3.b, where conditions permit, the city shall require development within the one-hundred-year floodplain to use low impact development (LID) methods consistent with the city's stormwater management regulations, to minimize or avoid stormwater effects.
6. All development proposals shall follow the mitigation sequence of EMC 19.37.100 to achieve no net loss of ecological functions and values.
7. When development occurs in floodplain areas, the portion of the site not elevated above the one-hundred-year flood elevation shall be designed to create floodplain refugia and prevent stranding of aquatic species during flood events to the maximum extent practicable.
8. Restoration of fish habitat either on site or off site is allowed in order to mitigate for habitat impacts caused by development within the floodplain. Restoration and mitigation for impacts may occur in areas which flood more frequently than the area proposed for development (e.g., tidal restoration project that provides greater habitat benefits to juvenile salmonids).
9. The city shall have the authority to require changes in the design of a development if necessary to avoid, minimize or mitigate impacts to endangered species or habitat for such species.

D. Additional Critical Area Report Content for Biological Assessments (BA). Biological Assessments must conform with 2010 FEMA Region X Regional Guidance - Floodplain Habitat Assessment and Mitigation. Refer to the requirements for habitat assessments in this subsection.

E. Additional Critical Area Report Content for Habitat Assessment and Habitat Management Plans (HMP).

1. *Habitat Assessment.* All habitat assessments required by this chapter shall include the following elements in addition to the general requirements for all critical area reports listed in this section:
 - a. A detailed description of the vegetation on and adjacent to the site.
 - b. Identification and a detailed description of any critical fish or wildlife species or habitats, including listed threatened or endangered species, as set forth in this chapter, on or adjacent to the site and the distance of such habitats or species in relation to the site. Describe efforts to determine the status of any critical species in the project area, including information on survey methods, timing, and results of surveys for species or suitable habitat identification.



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- c. Include any information received from biologists with special expertise on the species or habitat type, such as WDFW, Tribal, USFS, or other local, regional, federal, and university fish, wildlife and habitat biologists and plant ecologists. Include any such conversations in the habitat assessment and cite as personal communication.
- d. An assessment of the project's direct and indirect potential impacts and cumulative impacts on the subject habitat, including water quality impacts.
- e. A discussion of potential mitigation measures that would avoid or minimize temporary and permanent impacts, proposed mitigation measures, contingency measures, and monitoring plans.
- f. The city may require that the applicant request a separate evaluation of the site by WDFW staff to confirm the findings of the habitat assessment.
- g. Developments in the floodplain must show the one-hundred-year flood elevation contour, the floodway boundary, and the protected area boundary on the site plan.

2. *Habitat Management Plan.* The director may require that all or a portion of the following be included in a habitat management plan:

- a. A map drawn to scale or survey showing the following information:
 - i. All lakes, ponds, streams, wetlands and tidal waters on or adjacent to the subject property, including the name (if named), and ordinary high water mark of each, and the stream or wetland category consistent with the requirements of this chapter;
 - ii. The location and description of the fish and wildlife habitat conservation area on the subject property, as well as any potential fish and wildlife habitat conservation area within a distance of the subject property that may impact an affected species or habitat; and
 - iii. The location of any observed evidence of use by a species regulated by the provisions of the fish and wildlife habitat sections of this chapter.
- b. An analysis of how the proposed development activities will affect the fish and wildlife habitat conservation area and any affected species including the potential direct, indirect, and cumulative effects of the proposed action on the regulated species and its habitat within the project area.
- c. Provisions to reduce or eliminate the impacts of the proposed development activities on any fish and wildlife habitat conservation area and affected species. The habitat management plan should describe components of the project that may benefit or promote the recovery of listed species and are included as an integral part of the proposed project. These conservation (or mitigation) measures serve to minimize or compensate for project effects on the species under review. The following items should be addressed:
 - (1) Provide specific recommendations, as appropriate, to reduce or eliminate the adverse effects of the proposed activity. Potential measures include: timing restrictions for all or some of the activities; clearing limitations; avoidance of specific areas; special construction techniques; habitat management plan



conditions; replanting with native vegetation; potential of habitat enhancement (i.e., fish passage barrier removal); best management practices, etc.;

(2) Include a description of proposed monitoring of the species, its habitat, and mitigation effectiveness, for a minimum of five years.

d. The habitat management plan shall identify the specific habitat objectives the habitat management plan is designed to achieve and include recommendations regarding all actions taken which are necessary to avoid reducing the likelihood that the species will maintain and reproduce over the long term, and/or actions to maintain or enhance the significant features present

F. *Stream, Lake, and Buffer Mitigation Plans.* Stream, lake and buffer mitigation plans shall:

a. Include a baseline study that quantifies the existing functions of the system, functions that will be lost, and the stream and buffer functions after mitigation;

b. Specify how functions will be replaced;

c. Specify when mitigation will occur relative to project construction and to the requirements of permits issued by other agencies;

d. Where buffer enhancement is proposed, include an analysis of the ability of the buffer to protect water quality, as outlined in the Update on Wetland Buffers: The State of the Science, Final Report, October 2013, Washington State Department of Ecology Publication No. 13-06-11, or as amended;

e. Include provisions for maintaining and monitoring the mitigated area on a long-term basis to determine whether the plan was successful;

f. Include a contingency plan specifying what corrective actions will be taken should the mitigation not be successful; and

g. Include provisions for an assurance device as provided by Chapter 19.40 EMC to ensure that work is completed in accordance with the mitigation plan and that restoration or rehabilitation is performed in accordance with the contingency plan if mitigation failure results within five years of implementation.

19.37.530 Fish and wildlife habitat conservation areas – Stream and Lake Buffer Requirements

A. *Stream Buffer Width.* It is the goal of this chapter to preserve streams and their buffers in a natural condition to the maximum extent possible.

1. Buffers shall be measured from the ordinary high water mark as surveyed in the field. In braided channels and alluvial fans, the ordinary high water mark shall be determined so as to include the entire stream feature.

2. Stream buffers shall exclude functionally disconnected areas legally altered as described in EMC 19.37.530(H).

3. To maintain the integrity of the buffer, all principal buildings, as well as other structures and improvements shall maintain a setback from the buffer as specified in EMC 19.37.140.

4. The buffer widths required by this chapter presume the existence of a relatively intact native vegetated community including native tree cover, shrub understory and ground cover. If the existing stream buffer is unvegetated, sparsely vegetated, or vegetated with invasive species,



Exhibit B

the standard buffer width shall be restored or increased as required by this section unless otherwise provided.

5. Except as otherwise provided by EMC 19.37.050, the following buffers of native vegetation shall apply to streams based upon stream classification:

Table 37.5: Stream Buffers

Stream Classification (Type)	Standard Buffer	Increased Buffer
	Intact Native Vegetation	Unvegetated; Sparsely Vegetated; or Vegetated with Invasive Species
Type S	100 feet	150 feet
Type F	100 feet	150 feet
Type Np	100 feet	125 feet
Type Ns	100 feet	125 feet

B. *Stream Buffer Width Increase.* The city shall require increased buffer widths as necessary to protect streams when the stream is particularly sensitive to disturbance, or the development poses unusual impacts and the increased buffer width is necessary to protect the critical areas described in this subsection. Circumstances which may require buffers beyond minimum requirements include, but are not limited to, the following:

1. When the minimum buffer for a stream extends into an area with a slope of greater than twenty-five percent, the buffer shall be the greater of:
 - a. The minimum buffer for that particular stream; or
 - b. Twenty-five feet beyond the point where the slope becomes twenty-five percent or less;
2. The stream reach affected by the development proposal serves as critical habitat for listed species as determined by the city using information from resource agencies including, but not limited to, the Washington State Department of Fish and Wildlife, U.S. Fish and Wildlife Service, and recognized tribal nations;
3. The stream or adjacent riparian corridor is used by species listed by the federal government or the state as endangered, threatened, rare, sensitive, or monitored, or provides critical or outstanding actual or potential habitat for those species, or has unusual nesting or resting sites such as heron nesting colonies or raptor nesting or lookout trees;
4. The land adjacent to the stream and its associated buffer is classified as a geologically hazardous or unstable area;
5. Increased buffer width is necessary to effectively include the riparian corridor of the stream.

C. *Standard Stream Buffer Width Application with Enhancement.* The planning director may, using the review process as described in EMC Title 15, Local Project Review Procedures, apply the standard stream buffer width when the existing buffer is unvegetated, sparsely vegetated, or vegetated with nonnative invasive species and when buffer enhancement is provided per the following criteria.



Exhibit B

1. The planning director shall only allow standard buffer width application to streams when the proposal includes a critical area and buffer enhancement plan that improves the functions of the buffer and the critical area in accordance with this chapter.
2. *Vegetative Buffer Standard.* The following vegetative buffer standards shall be met when applying the standard buffer to streams with vegetative enhancement:
 - a. An average 80 percent aerial cover of native vegetation, composed of trees, shrubs, and ground cover with at least 20 percent tree cover and 20 percent shrub cover; and
 - b. No more than 10 percent cover of invasive species.

D. *Riparian Wetland.* Any stream adjoined by a riparian wetland shall have the buffer which applies to the wetland, unless the stream buffer requirement is more protective, in which case the stream buffer requirement shall apply.

E. *Lake Buffers.* Lakes have the following buffers:

- a. Lakes used by salmonids: one hundred feet;
- b. Lakes with no salmonid use: one hundred feet.
- c. Lake buffers shall exclude functionally disconnected areas legally altered as described in EMC 19.37.530(H).

If a wetland or stream occurs along the fringe of a lake, the buffer shall be the greater of that required for the lake or for the wetland or stream.

F. *Buffers for Restored Stream Channels.* When a culverted portion of a stream is proposed to be restored to an open channel, the buffer width shall be determined by the director following review of a critical area study. The study must include an analysis of the buffer width necessary to protect water quality and habitat functions of the stream.

G. *Riparian Corridors.* When a development is proposed on a lot with a disturbed riparian corridor, the city shall require that the habitat be enhanced by creating more diversity and eliminating any source of degradation, including, but not limited to:

1. Vegetative plantings of native or preferred wildlife food species;
2. Construction of nesting islands or installation of nesting boxes;
3. Removal of pollutant sources, hard armoring, or fish movement blockages; or
4. Other actions necessary to enhance the viability of the riparian corridor for the benefit of wildlife habitat.

H. *Functionally Disconnected Buffer Areas.* Buffers may exclude areas that are functionally and effectively disconnected from a stream or lake by an existing public or private road or legally established development, as determined by the planning director. Functionally and effectively disconnected means that the road or other significant development blocks the protective measures provided by a buffer. Significant developments shall include built public infrastructure such as roads and railroads, and private developments such as homes or commercial structures. Examples of minor developments that do not fully block buffer functions include trails, minor accessory structures, paths, and driveways serving a single residence. The planning director shall evaluate whether the interruption will affect the entirety of



the buffer. Individual structures may not fully interrupt buffer function. In such cases, the allowable buffer exclusion should be limited in scope to just the portion of the buffer that is affected. Where questions exist regarding whether a development functionally disconnects the buffer, or the extent of that impact, the planning director may require a critical area report to analyze and document the buffer functionality.

19.37.540 Fish and wildlife habitat conservation areas – Buffer Width Averaging for Lakes and Streams

The city may allow buffer width averaging for lakes and streams when all of the following are met:

- A. No feasible alternatives to the site design could be accomplished without buffer averaging;
- B. The total area on the lot contained within the buffer after averaging is not less than the area required within the buffer without averaging;
- C. Averaging will not reduce the functions and values of the critical area or buffer as demonstrated by a critical area report from a qualified professional; and
- D. The adjusted minimum buffer width shall not be less than seventy-five percent of the required buffer width at any point.

19.37.550 Fish and wildlife habitat conservation areas – Stream Alteration Thresholds and Compensatory Mitigation

A. Stream Preservation/Alteration Thresholds.

- 1. *Type S Streams.* All Type S streams shall be regulated by the city of Everett shoreline master program.
- 2. *Type F Streams.* All Type F streams shall be preserved. The city may only allow alteration of Type F streams under the following circumstances:
 - a. Where alteration is allowed pursuant to EMC 19.37.050;
 - b. *Stream Crossings.* Stream crossings are regulated by the Washington State Department of Fish and Wildlife (WDFW). Stream crossings shall only be permitted as provided by EMC 19.37.050 or to provide access to a lot or a substantial portion of a lot when no other feasible means of access exists. Use of common access points shall be required for abutting lots which have no other feasible means of access. Alteration for the purpose of providing access shall be limited to the minimum number of stream crossings required to permit reasonable access. Bridging may be required when necessary to protect significant stream functions. If a culvert is allowed, the design and installation must be approved by WDFW;
 - c. When the proposal results in significant restoration of functions to the stream segment and the alteration is approved by the Washington State Department of Fish and Wildlife.
- 3. *Type Np and Type Ns Streams.*
 - a. Except as provided in this subsection, no alteration of a Type Np or Ns stream shall be allowed except as otherwise provided by EMC 19.37.050; or



Exhibit B

b. The planning director may, using the review process described in EMC Title 15, Local Project Review Procedures, allow alteration or relocation of Type Np and Ns streams under the following conditions:

- (1) Stream and buffer functions in the relocated/altered stream section must be equal to or greater than the functions provided by the stream and buffer prior to relocation/alteration;
- (2) The equivalent base flood storage volume shall be maintained;
- (3) There shall be no impact to local ground water;
- (4) There shall be no increase in water velocity;
- (5) There is no interbasin transfer of water;
- (6) The relocation shall occur on site and shall not result in additional encumbrances on neighboring properties unless necessary easements and waivers are obtained from affected property owners;
- (7) The relocation maintains or enhances existing connections to other critical areas and priority habitats.

c. *Stream Crossings.* Stream crossings are regulated by the Washington State Department of Fish and Wildlife (WDFW). Stream crossings shall only be permitted as provided by EMC 19.37.050 or to provide access to a lot or a substantial portion of a lot when no other feasible means of access exists. Use of common access points shall be required for abutting lots which have no other feasible means of access. Alteration for the purpose of providing access shall be limited to the minimum number of stream crossings required to permit reasonable access. Bridging may be required when necessary to protect significant stream functions. If a culvert is allowed, the design and installation must be approved by WDFW.

4. *Watershed Management Plans.* The city shall not allow relocation or alteration of any Type F stream located within an area where an adopted watershed management plan does not allow for stream alteration or relocation, except when allowed by EMC 19.37.050, or to allow access to a lot or substantial portion of a lot when no other feasible means of access exists.

B. *Compensating for Stream Impacts.* Stream system and buffer alteration, when allowed by this chapter, shall be subject to the following requirements:

1. Each activity/use shall be designed so as to minimize overall stream system or buffer alteration to the greatest extent possible.
2. Construction techniques and field marking of areas to be disturbed shall be approved by the city prior to site disturbance to ensure minimal encroachment.
3. A mitigation plan shall be prepared in accordance with this section.
4. The city may require the applicant to rehabilitate a stream system and its buffer area by removing harmful debris, sediment, nonnative vegetation, or other material detrimental to the area, by replanting disturbed vegetation, by removing tightlined or culverted portions of a stream from pipes/culverts, or by other means deemed appropriate by the city. Rehabilitation or restoration may be required at any time that a condition detrimental to stream functions exists.



5. In approving alteration or relocation of a stream system or its buffer, the city may require that an area larger than the altered portion of the stream and its buffer be provided as compensatory mitigation for destruction of the functions of the altered stream system and to ensure that such functions are replaced.
6. When stream system relocation or compensatory mitigation is allowed, the city shall require that the stream relocation be completed prior to allowing the existing stream to be filled or altered.
7. The city may limit certain development activities near a stream to specific months in order to minimize impacts on water quality and wildlife habitat.
8. The city may apply additional conditions or restrictions, or require specific construction techniques, in order to minimize impacts to stream systems and their buffers.
9. Stream compensatory mitigation shall not occur in areas having high-quality terrestrial habitat.

C. *Voluntary Daylighting of Streams in Pipes and Culverts.*

1. To encourage daylighting of streams in pipes and culverts, the planning director may modify development standards as set out in subsection C.2 of this section when the applicant submits a plan for daylighting that meets the following criteria:
 - a. The plan is prepared by a qualified professional;
 - b. The ecological functions of the daylighted waters and adjacent area are improved so the new riparian corridor is compatible with and protects the ecological functions of the existing riparian corridor upstream and downstream and does not contribute to flooding; ecological functions include preventing erosion, protecting water quality, and providing diverse habitat; and
 - c. If the plan proposes daylighting the pipe or culvert in a different location on the parcel from its current location or off the parcel, the ecological functions required in subsection C.1.b of this section are provided as effectively as they would be without the relocation.
2. If the planning director finds the conditions in subsection C.1 of this section are met, the director may modify the following development standards. The modification shall be the minimum to provide sufficient area to meet the standards in subsection C.1 of this section and shall be in the following order of priority:
 - a. Yard and/or setback requirements on the property may be reduced, unless reducing them is injurious to safety.
 - b. The stream and adjacent buffer area may count toward required landscaping.
 - c. The stream and adjacent buffer area may count toward open space requirements of EMC 19.09.050.
 - d. Building heights may be increased.
 - e. Buffers widths and other development standards of this chapter may be reduced or modified as necessary to encourage enhancement of fish and wildlife conservation area functions and values.





City Council Agenda Item Cover Sheet

Project title:

Adopt an Ordinance Establishing Procedures for Naming and Renaming of City Properties, Adding a New Chapter 2.138 to the Everett Municipal Code

Council Bill #

CB 2603-20

Agenda dates requested:

Briefing 4/08/26
Proposed action 4/15/26
Consent
Action 4/29/26
Ordinance X
Public hearing
Yes X No

Budget amendment:

Yes X No

PowerPoint presentation:

Yes X No

Attachments:

Ordinance

Department(s) involved:

Parks & Facilities
Legal
Planning
Administration

Contact person:

Kimberly Moore

Phone number:

425-257-8305

Email:

kmoore@everettwa.gov

Initialed by:

KBM

Department head

Administration

Council President

Project: Naming of City Properties Ordinance

Partner/Supplier: N/A

Location: N/A

Preceding action: Resolutions [6537](#), [5865](#)

Fund: N/A

Fiscal summary statement:

N/A

Project summary statement:

Everett has a long history of public involvement, including residents who have unselfishly contributed their time, talents, energy and resources to make Everett a better place to live, work, visit, and enjoy. The City has a tradition of naming public facilities for residents who have made outstanding contributions to the community.

The City desires to establish a predictable process for establishing or changing the name of City properties. In the past, procedures for naming and renaming City properties have been contained in City Council resolutions, the most recent of which is Resolution 6537 adopted by the City Council on September 5, 2012. The purpose of this Ordinance is to add a new chapter, 2.138 EMC, that will supersede and replace past City Council resolutions.

Recommendation (exact action requested of Council):

Adopt an Ordinance establishing Procedures for Naming and Renaming of City properties, adding a new chapter 2.138 to the Everett Municipal Code.

ORDINANCE NO. _____

An ORDINANCE establishing procedures for naming and renaming of City properties, adding a new chapter 2.138 to the Everett Municipal Code.

WHEREAS,

- A. Everett has a long history of citizen involvement, including citizens who have unselfishly contributed their time, talents, energy and resources to make Everett a better place to live, work, visit, and enjoy.
- B. The City has a tradition of naming public facilities for citizens who have made outstanding contributions to the community.
- C. The City desires to establish a predictable process for establishing or changing the name of City properties.
- D. In the past, procedures for naming and renaming City properties have been contained in City Council resolutions, the most recent of which is Resolution 6537 adopted by the City Council on September 5, 2012. The purpose of this Ordinance is to add a new chapter 2.138 EMC that will supersede and replace past City Council resolutions.

NOW, THEREFORE, THE CITY OF EVERETT DOES ORDAIN:

Section 1. A new chapter 2.138 is hereby added to the EMC as set forth in Exhibit A to this Ordinance. This new chapter supersedes and replaces City Council Resolutions 6537 and 5865.

Section 2. The City Clerk and the codifiers of this Ordinance are authorized to make necessary corrections to this Ordinance, including, but not limited to, the correction of scrivener's/clerical errors, references, ordinance numbering, section/subsection numbers, and any internal references.

Section 3. The City Council hereby declares that should any section, paragraph, sentence, clause or phrase of this ordinance be declared invalid for any reason, it is the intent of the City Council that it would have passed all portions of this ordinance independent of the elimination of any such portion as may be declared invalid.

Section 4. The enactment of this Ordinance shall not affect any case, proceeding, appeal, or other matter currently pending in any court or in any way modify any right or liability, civil or criminal, which may be in existence on the effective date of this Ordinance.

Section 5. It is expressly the purpose of this Ordinance to provide for and promote the health, safety, and welfare of the general public and not to create or otherwise establish or designate any particular class or group of persons who will or should be especially protected or benefited by the terms of this Ordinance. Nothing contained in this Ordinance is intended nor shall be construed to create or form the basis of any liability on the part of the City, or its officers, employees, or agents, for any injury or damage resulting from any action or inaction on the part of the City related in any manner to the enforcement of this Ordinance by its officers, employees, or agents.

Cassie Franklin, Mayor

ATTEST:

Marista Jorve, City Clerk

PASSED: _____

VALID: _____

PUBLISHED: _____

EFFECTIVE DATE: _____

EXHIBIT A

Chapter 2.138 EMC

Naming and Renaming of City Properties

EMC 2.138.010 Purpose of Chapter

This chapter governs the naming and renaming of City properties. This chapter is also intended for use in reviewing or preparing City official comments or recommendations to State, Federal, or intergovernmental boards taking action regarding geographic names, naming, or renaming.

EMC 2.138.020 Scope of Chapter

1. This chapter only governs naming and renaming of property owned or held by the City. Subject to subsections 2 and 3 below, these City properties include without limitation:

- a. Buildings and structures, such as buildings, facilities, public places, docks and bridges;
- b. Land, such as open spaces, parks, natural features, trails and paths; and
- c. Rights of Way, such as streets.

2. The chapter does not govern historically registered properties named on a nomination form and accepted for use on a historic register, including property on the City of Everett, Washington State, or National Registers of Historic Places.

3. This chapter does not govern naming of new streets. Names of new streets are in accordance with chapter 13.44 EMC. Chapter 2.138 EMC only applies for changing the names of existing streets.

EMC 2.138.030 Procedure

1. Initiation of Proposal. The Mayor, any City Council member, any City official, any interested group or any other person may initiate a proposal to name or rename any City property subject to this chapter.

2. Contents of Proposal. The proposal must be in writing and delivered to the Mayor's Office. The proposal must include sufficient information for review of the proposal. This may include:

- a. Map(s) illustrating the area affected by the proposal;
- b. Any existing place, street or facility names that would be affected by the proposal;
- c. Any common usage names or nicknames for the area subject to the proposal or its elements, including topographical landmarks;
- d. Representative photographs of the area subject to the proposal;
- e. An overview of any public engagement or support received for the proposal, including media coverage and meetings;
- f. A detailed narrative explaining how the proposal meets the criteria contained in EMC 2.138.040;
- g. A summary of any public outreach conducted to date, including to neighborhood associations, business, affinity, city advisory groups, or community groups. This may include any statements of support or endorsement received. Proposers are encouraged to seek public support prior to submitting a request for name changes;

- h. A description of any plans for interpretive measures to be taken by the proposer if the proposal is implemented, such as signs, interpretive panels, or markers; and
- i. Any other information as requested by the City.

3. Abbreviated Review Procedure for Small Properties.

- a. Scope of Abbreviated Review Procedure. This subsection 3 provides an abbreviated review procedure for small buildings in lieu of the standard procedure in subsection 4 of this section. This abbreviated review procedure only applies to small properties, which means facilities or buildings 2,000 square feet or smaller; rooms inside of buildings or facilities; small structures such as a stage, art installation, or park amenity; or public places or natural features 5,000 square feet or smaller.
- b. Procedure. After receipt of a complete proposal for a small property, the Mayor's Office will review the proposal for consistency with this chapter and then provide the proposal to City Council with a recommendation. The City Council may then take one of the following actions on the proposal:
 - i. Deny the proposal;
 - ii. Approve the proposal and adopt the proposed name by resolution;
 - iii. Require proposal be processed in accordance with the standard review procedure in subsection 4 of this section; or
 - iv. Any other action as determined by the City Council.

4. Standard Review Procedure.

- a. Review and Comment. Upon receipt of a complete proposal, the Mayor's Office will provide a copy of the proposal to the City Council. The Mayor's Office will also provide the proposal to appropriate advisory bodies or other bodies for review and comment, such as the Planning Commission, the Historical Commission, the Parks Commission, the Transportation Advisory Committee, and the Cultural Arts Commission. The Mayor's Office will provide to the City Council any comments or recommendations received from any of those bodies regarding the proposal.
- b. Mayor's Recommendation. The Mayor will also provide to the City Council the Mayor's recommendation on the proposal.
- c. Public Hearing. After receipt of comments, recommendation(s) from advisory bodies, and the Mayor's recommendation, the City Council will hold a public hearing regarding the proposal prior to final action.
- d. Council Action. The City Council may take one of the following actions on the proposal:
 - i. Deny the proposal;
 - ii. Approve the proposal and adopt the proposed name by resolution; or
 - iii. Any other action as determined by the City Council.

5. Implementation. The Mayor's Office will notify proposers of the City Council action. The Mayor will implement proposals as approved by City Council resolution.

EMC 2.138.040 Criteria and Eligibility

The naming or renaming of City properties must be approached cautiously with forethought and deliberation. For that purpose, criteria are established in this section. The City Council, Mayor, Planning Commission, Historical Commission, Parks Commission, Cultural Arts Commission, and Transportation Advisory Committee will consider these criteria as guidance in making a recommendation or decision.

1. In the development or purchase of a City building or facility, the address designation shall be used until the formal naming of the public facility. Whenever possible, naming shall be done prior to completion of construction or purchase of the facility.

2. Attention should be paid to maintaining sequential, numerical, alphabetical, and historical naming patterns when considering any street name changes.

3. Street names, plats, specific sites and places and natural features indicated on general usage maps for fifty years or more should only be changed under exceptional circumstances.

4. Renaming City property that has already been named for a person should not be considered unless it is found that continued use of that person's name would not be in the best interest of the community.

5. This chapter does not preclude a specific City property from being included in a larger grouping of properties or a district that has a different name.

6. Portions of a City property may have a different name than that of the entire property. For example, the "Mark Nesse Reading Room" at the Everett Public Library.

7. Historical names placed on designated landmarks (such as the "Culmback" building) listed on the Everett Register of Historical Places, the Washington State Register of Historic Places or the National Register of Historic Places should not be changed unless a more historically significant name is warranted. Changes to facilities listed on historic registers must also comply with relevant state and federal regulations and processes.

8. Names must avoid duplication, confusing similarity or inappropriateness.

9. A name may reflect the geographical location, historical or cultural significance, or natural or geological features.

10. The name of a living or deceased person, civic organization or commercial entity, may be used if there is (A) a specific connection to the property and (B) the person or entity has enhanced the quality of life within the City. Enhancement of the quality of life within the City shall be determined by one or more of the following:

- a. Involvement in a leadership role in civic organizations which are devoted to community improvement.
- b. Assistance to the underprivileged, economically disadvantaged, physically and/or developmentally disabled.
- c. Active promotion and direction of community events or activities which have clearly added to the enrichment of the quality of cultural life within the City.
- d. Active promotion and implementation of youth programs and activities within the City.
- e. Active promotion and implementation of senior citizen programs and activities within the City.

- f. Active leadership role in developing and implementing programs directed to the improvement of the visual aesthetic appearance of the City at the commercial, public or residential level.
- g. Active leadership role in developing programs and/or facilities for collecting, promoting and retaining aspects of the natural or historical heritage of the City.
- h. Active leadership role in developing programs and facilities directed toward the improvement of City social and health needs as well as programs directed toward humanitarian purposes.
- i. Active leadership role in developing programs or public facilities directed toward the physical improvement or economic well-being of the City.
- j. Significant financial contributor to the City related to any of the above.
- k. Any other factor determined relevant by the City Council.

EMC 2.138.050 Reservation of City Council Authority

After a public hearing and consideration of the criteria in EMC 2.138.040, the City Council may determine to name or rename a City property contrary to the provisions of this chapter if it determines there is sufficient reason to take such action. The City Council will take such an action by resolution.



City Council Agenda Item Cover Sheet

Project title: 2026 CDBG, HOME, and AHTF Funding Resolution

Council Bill # *interoffice use*

Agenda dates requested:

Briefing	04/01/26
Proposed action	
Consent	
Action	04/08/26
Ordinance	
Public hearing	
Yes	X No

Budget amendment:

Yes	X No

PowerPoint presentation:

Yes	X No

Attachments:

2026 CDBG, HOME, and AHTF
Funding Resolution

Department(s) involved:

Community Development

Contact person:

Kembra Landry
Julie Willie

Phone number:

425-257-7155

Email:

klandry@everettwa.gov
jwillie@everettwa.gov

Initialed by:

JW

Department head

Administration

Council President

Project: 2026 CDBG, HOME, and AHTF Funding Resolution

Partner/Supplier: HUD, Snohomish County

Location: NA

Preceding action: CDAC Public Hearing, 2/3/26

Fund: 198/197

Fiscal summary statement:

Annually, the City receives a direct entitlement from HUD's Office of Community Planning and Development for the CDBG Program. The City is also party to an Interlocal Agreement with Snohomish County.

The 2026 Annual Action Plan is anticipated to receive \$850,000 in CDBG Entitlement Funds with an additional \$150,000 estimated in Program Income/Revolving Loan payoffs. The City will also receive an estimated \$300,000 in HOME Program funds and \$116,398.89 in 2060 AHTF Funds. An estimated \$83,601.11 of AHTF 2060 funds will be re-allocated from prior years.

The total revenue available for the 2025 Program Year is estimated to be \$1,350,000.

Project summary statement:

The 2026 Annual Action Plan (AAP) will support the second program year under the 2025 – 2029 Consolidated Plan. The 2026 AAP will begin on July 1, 2026 and end June 30, 2027.

The City's Consolidated and Annual Action Plans are conducted in coordination with the City of Marysville and Snohomish County, with Snohomish County acting as the Lead Participating Jurisdiction. Through interlocal agreements, Snohomish County also allocates 21% of HOME Program Funds and 2060 AHTF Funds to the City.

Following a public hearing held on February 3rd, 2026, the Community Development Advisory Committee (CDAC) has recommended the 2026 Annual Action Plan for Council review and action.

Recommendation (exact action requested of Council):

Approve the Resolution concerning 2026 Annual Action Plan and authorize the Mayor to execute the 2026 Grant agreement with HUD and associated supporting subrecipient agreements.



RESOLUTION NO. _____

**A RESOLUTION concerning
2026 Community Development Block Grant (CDBG) Annual Action Plan and
allocations of CDBG, HOME, and 2060 Affordable Housing Trust Funds**

WHEREAS, the City Council of the City of Everett recognized the need for certain housing and community development programs in Everett; and

WHEREAS, Community Development Block Grant (CDBG) funds have been made available through the United States Department of Housing and Urban Development to provide for those programs, and Everett anticipates receiving approximately \$850,000; and

WHEREAS, through Interlocal Agreements that automatically renew, the City of Everett will receive HOME funds and 2060 Affordable Housing Trust funds from Snohomish County this year; and

WHEREAS, the Community Development Advisory Committee (CDAC) has studied the housing and community development needs and priorities for Everett and at a public hearing on February 3, 2026 has made its recommendations for CDBG funds, HOME funds, and 2060 Affordable Housing Trust funds; and

WHEREAS, the 2025 – 2029 Consolidated Plan and 2026 Annual Action Plan have been written in cooperation with the Everett Housing Authority, Snohomish County Housing Authority, Snohomish County, the City of Marysville and local non-profit service providers; and

WHEREAS, the City Council has reviewed the recommendations from the CDAC; and

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EVERETT AS
FOLLOWS:**

1. Programs and Projects to be funded with CDBG funds:

PUBLIC SERVICE PROJECTS <i>(Priority)</i>	FUNDING

Volunteers of America Western Washington: Food Pantry program (Food) Funds for food assistance in Census Tracts 412 and 419.	\$92,000.00
Homage Senior Services: Home Delivered Meals (Food) Funds to support the delivery of meals to homebound adults and seniors.	\$35,000.00
TOTAL PUBLIC SERVICE	\$127,000.00
NON-PUBLIC SERVICE PROJECTS (Priority)	
Community Housing Improvement Program (Housing) Rehabilitation loans and administration costs to conduct home improvement projects for low-income homeowners and multi-family structures.	\$328,000.00
Homage: Minor Home Repair (Housing) Minor home repairs for low-income senior and disabled homeowners.	\$225,000.00
TOTAL NON-PUBLIC SERVICE	\$553,000.00
CDBG Administration	\$170,000.00
TOTAL CDBG	\$850,000.00

2. Projects to be funded with HOME funds:

NON-PUBLIC SERVICE PROJECTS (Priority)	FUNDING
Housing Hope: EUCC Rainbow Terrace (Housing) Funds to support new affordable housing units for seniors.	\$100,000.00
Community Housing Improvement Program (Housing) Rehabilitation loans to conduct home improvement projects for low-income homeowners.	\$200,000.00
TOTAL HOME	\$300,000.00

3. Projects to be funded with 2060 Affordable Housing Trust Funds

PUBLIC SERVICE PROJECTS (Priority)	FUNDING
Cocoon House: Cocoon House Transitions (Youth Shelter) Support transitional housing shelter and supportive service costs for homeless and at-risk youth.	\$80,000.00
Domestic Violence Services: Emergency Shelter (Shelter) Support emergency shelter and service costs for victims and families of domestic violence.	\$60,000.00
Interfaith: Family Shelter (Shelter) Support emergency shelter and service costs for homeless families.	\$60,000.00
TOTAL 2060 AHTF	\$200,000.00

TOTAL CDBG, HOME, 2060 AHTF AWARDS	\$1,350,000.00

4. Revenue to be received:

FUNDING SOURCE	FUNDING LEVEL



2026 CDBG Entitlement Funds	\$850,000.00
2026 HOME Program Entitlement Funds	\$300,000.00
2026 2060 Affordable Housing Trust Funds (AHTF)	\$116,398.89
Prior Program Year (2023 & 2025) 2060 AHTF Funds & Interest	\$83,601.11
TOTAL	\$1,350,000.00

5. For the purposes of the resolution, projects approved to receive funding under this resolution are referred to as “Approved Projects.” Persons approved to receive funding under this resolution for the Approved Projects are referred to as “Approved Providers.”
6. The City Council approves the CDAC recommendation of evenly adjusting all Approved Projects’ funding amounts based on the difference between the estimated and final award for CDBG and HOME funds. If the final award difference is greater than \$250,000 the Committee will reconvene to provide an updated funding recommendation.
7. To facilitate timely spending of federal funds in accordance with the City’s agreement with HUD, pursuant to allocation thresholds for CDBG funds, the City Council approves the recommended CDAC contingency project list for additional fund distribution in priority order if funds become available during the 2026 program year. Accordingly, the following contingency projects would receive an increase in funding with no more than \$250,000 being reallocated from each funding source for all contingency projects combined. Additional allocations above the \$250,000 threshold would require a CDAC public hearing.

Contingency Project List for CDBG Funds (in priority order):

1. Volunteers of America Western Washington: Food Pantry program
2. City of Everett: Community Housing Improvement Program (CHIP)
3. Stations Unidos: Community Development Corporation (CDC)

Contingency Project List for HOME Funds (in priority order):

1. Housing Hope: EUCC Rainbow Terrace

8. The Mayor and the Mayor’s designee(s) are hereby authorized to make application to the U.S. Department of Housing and Urban Development (and, as necessary to the State of Washington, Snohomish County or any other governmental entity) for funding assistance in accordance with this resolution and the requirements of each such application. The Mayor and the Mayor’s designee(s) are authorized to sign and provide the needed documents and to take all necessary actions necessary to complete all application processes.

9. This resolution will become part of the formal application to the U.S. Department of Housing and Urban Development and to the State of Washington.
10. All payments and income from the Housing Rehabilitation Program (Fund 197) revolving loan fund will be used for CHIP housing rehabilitation and administrative purposes. This is estimated at \$150,000 for 2026.
11. Loans for Approved Projects that are housing projects will be paid back to the City of Everett unless otherwise approved by City Council.
12. The annual Community Development Block Grant Administration funding will be the amount allowed from the annual grant and will be set-aside and no application made. This is being done as a time-saving action and because of the need to be more efficient with staff time.
13. The Mayor is authorized to execute all contracts and take all other actions necessary to implement the funding to Approved Providers for the Approved Projects, all in accordance with this resolution, including without limitation grant agreements, loan agreements, and associated documents with Approved Providers.
14. The 2026 Annual Action Plan is hereby approved to be submitted to the U.S. Department of Housing and Urban Development.

Councilmember Introducing Resolution

PASSED and APPROVED this _____ day of _____, 2026.

Council President

Project title: An Ordinance creating a special improvement project entitled “Evergreen Way Overlay” Fund 303, Program 139, to accumulate all costs for the improvement.

Council Bill #

CB 2603-15

Agenda dates requested:

Briefing
 1st Reading 03/25/26
 Proposed action 04/01/26
 Consent
 Action 04/08/26
 Ordinance X
 Public hearing
 Yes X No

Budget amendment:

Yes X No

PowerPoint presentation:

Yes X No

Attachments:

Proposed Ordinance

Department(s) involved:

Public Works, Admin

Contact person:

Tom Hood

Phone number:

(425) 257-8809

Email:

thood@everettwa.gov

Initialed by:

RLS

Department head

Administration

Council President

Project: Evergreen Way Overlay

Partner/Supplier: WA State Department of Transportation (WSDOT)

Location: Casino Rd to Madison St

Preceding action: N/A

Fund: Fund 303 – Public Works Improvement Projects

Fiscal summary statement:

The City was awarded a federal National Highway System (NHS) grant through WSDOT totaling \$3,561,000 for the construction phase of the project. Federal funds are available at 100% and no local match is required.

This ordinance will provide funding authorization for the design and construction phases of the project. This includes \$400,000 in local funds necessary for the design phase. The programmed available funding for the project is \$3,961,000. The funding sources for this project will be as follows:

Federal Grant - NHS	\$3,561,000
Fund 119 – Street Improvements	<u>400,000</u>
Total Funds	\$3,961,000

Project summary statement:

The Evergreen Way Overlay project includes grinding, hot-mix-asphalt (HMA) overlay, pavement markings, traffic induction loops, upgrades to signal equipment and curb ramps, and associated utility adjustments between Casino Rd and Madison St.

Recommendation (exact action requested of Council):

Adopt an Ordinance creating a Special Improvement Project entitled “Evergreen Way Overlay” Fund 303, Program 139, to accumulate all costs for the improvement.



ORDINANCE NO. _____

An ORDINANCE creating a special improvement project entitled “Evergreen Way Overlay” Fund 303, Program 139, to accumulate all costs for the improvement.

WHEREAS,

- A.** The City of Everett is committed to a planned street preservation program; and
- B.** The City of Everett has identified the need and obtained funds to construct certain preservation improvements to arterial street segments.

NOW, THEREFORE, THE CITY OF EVERETT DOES ORDAIN:

Section 1. A special improvement project is hereby established as Fund 303, Program 139, entitled “Evergreen Way Overlay” to accumulate all costs for the improvement. Authorization is hereby given to accumulate costs and distribute payments for the improvement project.

Section 2. Authorization is hereby granted for the “Public Works Director” or “City Engineer” under direction of the Mayor, to assume full and complete responsibility for conducting all tasks and doing all things to accomplish the actions authorized in this ordinance.

Section 3. The sum of \$3,961,000 is hereby appropriated to Fund 303, Program 139, “Evergreen Way Overlay” as follows:

A.	Estimated Project Costs	\$3,961,000
B.	Source of Funds	
	Federal Grant – NHS	3,561,000
	Fund 119 – Street Improvements	<u>400,000</u>
	Total Funds	\$3,961,000

Section 4. The City Clerk and the codifiers of this Ordinance are authorized to make necessary corrections to this Ordinance including, but not limited to, the correction of scrivener’s/clerical errors, references, ordinance numbering, section/subsection numbers, and any internal references.

Section 5. The City Council hereby declares that should any section, paragraph, sentence, clause, or

phrase of this ordinance be declared invalid for any reason, it is the intent of the City Council that it would have passed all portions of this ordinance independent of the elimination of any such portion as may be declared invalid.

Section 6. The enactment of this Ordinance shall not affect any case, proceeding, appeal or other matter currently pending in any court or in any way modify any right or liability, civil or criminal, which may be in existence on the effective date of this Ordinance.

Section 7. It is expressly the purpose of this Ordinance to provide for and promote the health, safety, and welfare of the general public and not to create or otherwise establish or designate any particular class or group of persons who will or should be especially protected or benefited by the terms of this Ordinance. It is the specific intent of this Ordinance that no provision or any term used in this Ordinance is intended to impose any duty whatsoever upon the City or any of its officers or employees. Nothing contained in this Ordinance is intended nor shall be construed to create or form the basis of any liability on the part of the City, or its officers, employees, or agents, for any injury or damage resulting from any action or inaction on the part of the City related in any manner to the enforcement of this Ordinance by its officers, employees, or agents.

Cassie Franklin, Mayor

ATTEST:

Marista Jorve, City Clerk

PASSED: _____

VALID: _____

PUBLISHED: _____

EFFECTIVE DATE: _____

Project title: An Ordinance creating a special improvement project entitled “Dorn Avenue Drainage Improvements” Fund 336, Program 043, and repealing Ordinance No. 4048-24.

Council Bill #

CB 2603-16

Agenda dates requested:

Briefing

1st Reading 03/25/26

Proposed action 04/01/26

Consent

Action 04/08/26

Ordinance X

Public hearing

Yes X No

Budget amendment:

Yes X No

PowerPoint presentation:

Yes X No

Attachments:

Proposed Ordinance

Department(s) involved:

Public Works, Admin

Contact person:

Tom Hood

Phone number:

(425) 257-8809

Email:

THood@everettwa.gov

Initialed by:

RLS

Department head

Administration

Council President

Project: Dorn Avenue Drainage Improvements

Partner/Supplier: N/A

Location: Dorn Avenue

Preceding action: [Ordinance 4048-24, approved on 10/23/24](#)

Fund: 336-Water & Sewer System Improvements Fund

Fiscal summary statement:

Ordinance 4048-24 authorized an appropriation of \$900,000 for the design phase of the project.

Additional funding in the amount of \$6,000,000 is required for the construction phase of the project. This new ordinance is necessary to program the additional funds needed for full completion of the project.

This Ordinance will repeal Ordinance 4048-24, and authorizes the following appropriations to be programmed:

Design Phase (previously programmed)	\$ 900,000
Construction Phase (newly programmed)	<u>6,000,000</u>
Total Project Costs	\$6,900,000

The total programmed available funding for design and construction of the project increased by \$6,00,000 and is now \$6,900,000.

The funding sources for this project will be as follows:

Fund 401 - Water and Sewer Utility	<u>\$6,900,000</u>
Total source of funds	\$6,900,000

Project summary statement:

This project will address persistent flooding on Evergreen Way in the vicinity of the intersection with Holly Drive. Work will consist of efforts to replace and improve the storm drain system.

This project contains the work issues identified in the Surface Water Comprehensive Plan (SWCP) NC-7. A study performed by Otak Inc. identified improvements to address flooding issues on Dorn Avenue.

Recommendation (exact action requested of Council):

Adopt an Ordinance creating a special improvement project entitled “Dorn Avenue Drainage Improvements” Fund 336, Program 043, and repealing Ordinance No. 4048-24.



ORDINANCE NO. _____

An ORDINANCE creating a special improvement project entitled “Dorn Avenue Drainage Improvements” Fund 336, Program 043, and repealing Ordinance No. 4048-24.

WHEREAS,

- A.** The City of Everett is committed to a planned stormwater system infrastructure maintenance improvement and replacement program.
- B.** The City of Everett has identified the need and obtained funds to construct new facilities to increase capacity and reduce maintenance demands.

NOW, THEREFORE, THE CITY OF EVERETT DOES ORDAIN:

Section 1. A special improvement project is hereby established as Fund 336, Program 043, entitled “Dorn Avenue Drainage Improvements” to accumulate all costs for the improvement. Authorization is hereby given to accumulate costs and distribute payments for the improvement project. Ordinance No. 4048-24 is hereby repealed.

Section 2. Authorization is hereby granted for the “Public Works Director” or “City Engineer” under the direction of the Mayor, to assume full and complete responsibility for conducting all tasks and doing all things to accomplish the actions authorized in this ordinance.

Section 3. The sum of \$6,900,000 is hereby appropriated to Fund 336, Program 043, “Dorn Avenue Drainage Improvements” as follows:

A. Estimated Project Design & Construction Costs	\$6,900,000
B. Source of Funds	
Fund 401 – Water/Sewer Utility Fund	\$6,900,000

Section 4. The City Clerk and the codifiers of this Ordinance are authorized to make necessary corrections to this Ordinance including, but not limited to, the correction of scrivener’s/clerical errors, references, ordinance numbering, section/subsection numbers, and any internal references.

Section 5. The City Council hereby declares that should any section, paragraph, sentence, clause, or phrase of this ordinance be declared invalid for any reason, it is the intent of the City Council that it would have passed all portions of this ordinance independent of the elimination of any such portion as may be declared invalid.

Section 6. The enactment of this Ordinance shall not affect any case, proceeding, appeal or other matter currently pending in any court or in any way modify any right or liability, civil or criminal, which may be in existence on the effective date of this Ordinance.

Section 7. It is expressly the purpose of this Ordinance to provide for and promote the health, safety, and welfare of the general public and not to create or otherwise establish or designate any particular class or group of persons who will or should be especially protected or benefited by the terms of this Ordinance. It is the specific intent of this Ordinance that no provision or any term used in this Ordinance is intended to impose any duty whatsoever upon the City or any of its officers or employees. Nothing contained in this Ordinance is intended nor shall be construed to create or form the basis of any liability on the part of the City, or its officers, employees, or agents, for any injury or damage resulting from any action or inaction on the part of the City related in any manner to the enforcement of this Ordinance by its officers, employees, or agents.

Cassie Franklin, Mayor

ATTEST:

Sharon Fuller, City Clerk

PASSED: _____

VALID: _____

PUBLISHED: _____

EFFECTIVE DATE: _____



City Council Agenda Item Cover Sheet

Project title: An Ordinance approving the appropriations of the 2026 revised City of Everett Budget and amending Ordinance No. 4126-25.

Council Bill # *interoffice use*

CB 2603-17

Agenda dates requested:

Briefing 3/25/26
Proposed action 4/1/26
Action 4/8/26
Ordinance X
Public hearing
Yes X No

Budget amendment:

X Yes No

PowerPoint presentation:

X Yes No

Attachments:

Ordinance

Department(s) involved:

Finance

Contact person:

Mike Bailey

Phone number:

Email:

mbailey@everettwa.gov

Initialed by:

MB

Department head

Administration

Council President

Project: 2026 Budget Amendment #1

Partner/Supplier: NA

Location: NA

Preceding action: Ordinance No. 4126-25

Fund: Multiple

Fiscal summary statement:

The proposed Ordinance amends the City of Everett 2026 Operating Budget, increasing General Government budgeted expenditures by \$1,064,153 and increasing Non-General Government budgeted expenses by \$6,412,317 for a total of \$7,476,470.

Project summary statement:

This budget amendment revises the 2026 budget to appropriate funding for financial activities that will occur this year.

Recommendation (exact action requested of Council):

Adopt an Ordinance approving the appropriations of the 2026 revised City of Everett Budget and amending Ordinance No. 4126-25.



ORDINANCE NO. _____

An ORDINANCE approving the appropriations of the 2026 revised City of Everett Budget and amending Ordinance No. 4126-25.

WHEREAS,

The City Council has reviewed the amended budget appropriations and information which was made available; and approves the appropriation of local, state, and federal funds and the increase or decrease from previously approved programs within the 2026 Budget.

NOW, THEREFORE, THE CITY OF EVERETT DOES ORDAIN:

Section 1. Ordinance No. 4126-25 is hereby amended by the amendments shown on Attachment A, which is incorporated by reference. The amendments shall be made to the 2026 Budget with a total increased expenditure appropriation of \$7,476,470.

		<u>Expenditures</u>
2026 Original Budget	\$	612,755,455
Budget Amendment #1		7,476,470
Project funding previously approved		5,038,272
2026 Amended Budget	\$	625,270,197

Section 2. The City Clerk and the codifiers of this Ordinance are authorized to make necessary corrections to this Ordinance including, but not limited to, the correction of scrivener's/clerical errors, references, ordinance numbering, section/subsection numbers, and any internal references.

Section 3. The City Council hereby declares that should any section, paragraph, sentence, clause or phrase of this ordinance be declared invalid for any reason, it is the intent of the City Council that it would have passed all portions of this ordinance independent of the elimination of any such portion as may be declared invalid.

Section 4. The enactment of this Ordinance shall not affect any case, proceeding, appeal or other

matter currently pending in any court or in any way modify any right or liability, civil or criminal, which may be in existence on the effective date of this Ordinance.

Cassie Franklin, Mayor

ATTEST:

Marista Jorve, City Clerk

PASSED: _____

VALID: _____

PUBLISHED: _____

EFFECTIVE DATE: _____

**2026
Budget Adjustments
Tally Sheet**

	Department		Code	Rev	Exp	FB
GGR-1	Non-Departmental	Human Needs Grants	009R		37,593	(37,593)

This reappropriation proposes to carry forward unspent 2025 Human Needs grant award funds into the 2026 allocation. A total of \$37,593 will be allocated under professional services for subrecipient agreements.

Increase professional services - Non-Departmental	009	5000199410	37,593	
Funding Source- Fund balance	009	5980000490		37,593

	Department		Code	Rev	Exp	FB
GGR-2	Police	Skydio Drones	031R		8,774	
GGR-2	Non-Departmental	Skydio Drones	009R			(8,774)

In 2025, the Everett Police Department issued a purchase order for two Skydio Drones. Due to market conditions and supply chain delays, the order was not received and paid in full as expected. This reappropriation request seeks to carry forward \$8,774 unspent to 2026 expenditure budget.

Increase M&O expenditures - Police	031	5400004350	8,774	
Funding Source- Fund balance	009	5980000490		8,774

	Department		Code	Rev	Exp	FB
GGR-3	Parks & Community Services	Tree Power Program Grant	101R	11,108	11,108	
GGR-3	Non-Departmental	Tree Power Program Grant	009R			(11,108)
GGR-3	General Fund	Tree Power Program Grant	002R	(11,108)		

In 2025, the Parks & Community Services department received \$11,108 from PUD No.1 of Snohomish County for Tree Power Program. The City will purchase, plant and maintain tree at a site located at 400 Slevers Duecy Blvd. This reappropriation carries forward the unspent grant funds to be used in 2026.

Increase M&O expenditures - Parks & Community Services	101	552100000480	11,108	
Increase property tax distribution - Parks & Community Services	101	3111010010		11,108
Reduce property tax distribution - General Fund	002	3111002000	11,108	
Funding Source- Fund balance	009	5980000490		11,108

	Department		Code	Rev	Exp	FB
GGR-4	Street Improvements	Overlay and Street Projects	119R	696,058	696,058	
GGR-4	Non-Departmental	Overlay and Street Projects	009R			(696,058)
GGR-4	General Fund	Overlay and Street Projects	002R	(696,058)		

This reappropriation proposes to carry forward the remaining Street Improvement funds into the 2026 budget for upcoming street improvement projects. The source of these funds is an allocated share of the motor vehicle fuel tax from Washington State and car tab fees. These funds are used for various initiatives, including arterial street projects, sidewalk replacements, parking improvements, non-motorized improvements, traffic signal projects, capital project grant matching funds, and the overlay program.

Increase M&O expenditures - Street Improvement Fund	119	5524000953650	696,058	
Increase property tax distribution - Street Improvement Fund	119	3111010000		696,058
Reduce property tax distribution - General Fund	002	3111002000	696,058	
Funding Source- Fund balance	009	5980000490		696,058

**2026
Budget Adjustments
Tally Sheet**

Department		Code	Rev	Exp	FB
GGA-1	General Fund	OPD Social Services Grant	002A	60,620	
GGA-1	Legal	OPD Social Services Grant	003A	60,620	
The City was awarded \$90,930 social services grant from the Washington State Office of Public Defense for public defense improvements and new expenses in calendar years 2026 through June 2027. Distribution: \$60,620.00 in 2026 to pay Everett Law Association, and \$30,310.00 will be used in the first half of 2027.					
Increase state grant revenues - General Fund		002	3341120003		60,620
Increase M&O expenditures - Legal		003	5250000410	60,620	

Department		Code	Rev	Exp	FB
GGA-2	CPED	Annexation study	021A	200,000	
GGA-2	Non-Departmental	Annexation study	009A		(200,000)
The amendment requests budget authority for the Planning department to seek professional consulting service for potential annexation study.					
Increase professional services expenditures - CPED		021	multiple	200,000	
Funding Source- Fund balance		009	5980000490		200,000

Department		Code	Rev	Exp	FB
GGA-3	CPED	South Everett and DEA planning	021A	50,000	
GGA-3	Non-Departmental	South Everett and DEA planning	009A		(50,000)
The planning department requests \$50,000 for professional services to support outreach and community engagement for the upcoming Casino Road neighborhood and Downtown Everett Association Planning Process plan work in 2026 and 2027. The neighborhood plan is called out in the comprehensive plan's list of actions for the first five years: <i>Action UF-3: Prepare subarea plans for Community Hubs and define Neighborhood Nodes</i>. Professional services will extend the city's capacity for meaningful, coordinated, and inclusive engagement, consistent with the comprehensive plan's Engagement, Administration, and Implementation element.					
Increase professional services expenditures - CPED		021	multiple	50,000	
Funding Source- Fund balance		009	5980000490		50,000

**2026
Budget Adjustments
Tally Sheet**

	Department	Code	Rev	Exp	FB
NGR-1	Vehicle and Equipment Repl.	Vehicle Replacements	126R	205,000	(205,000)

This reappropriation proposes to carry forward funds for vehicles scheduled for replacement in 2025, but not received by December 31, 2025.

Fire: \$ 40,000 for replacing a 2010 Ford Escape Hybrid

Park:

- \$ 125,000 for replacing a 2009 Ford F-550 hook lift truck

- \$ 40,000 for replacing a 2013 Toro 3280-D Ride-on Mower

Increase vehicle expenditures - Fire	126	5200032640	40,000	
Increase vehicle expenditures - Parks and Community Services	126	5200101640	165,000	
Funding Source- Fund balance	126	3080000000		205,000

	Department	Code	Rev	Exp	FB
NGR-2	Cumulative Reserve for Library	Library purchase and profession service	152R	40,834	(40,834)

This reappropriation will carry forward unspent funds from the Library's 2025 budget to the 2026 expenditure budget for items and services ordered in 2025 but not paid in full until 2026. The funds will be allocated as follows:

-- \$ 26,431 for library supplies

-- \$ 14,403 for The Whole Mind Strategy agreement

Increase M&O expenditures - Cumulative Reserve for Library Fund	152	5710000350	26,431	
Increase M&O expenditures - Cumulative Reserve for Library Fund	152	5710000410	14,403	
Funding Source- Fund balance	152	3080000000		40,834

	Department	Code	Rev	Exp	FB
NGR-3	General Gov't Special Projects	Local COVID Recovery Program	155R	4,800,420	(4,800,420)

The City established the COVID Relief Program in 2023. The source of funding was resources made available in the General Fund by using Local Covid Relief funding to pay a portion of the 2023 Police and Fire labor costs. The programs submitted for reappropriation (below) were approved by Council Resolution or supplier contracts.

Prg 110 Pallet Shelters	155	5325110410	1,352,402	
Prg 130 CHART 2.0	155	5325130410	537,660	
Prg 160 MHP Fire/Library	155	5325160550	361,501	
Prg 190 Property Room Relocation	155	5325190550	234,425	
Prg 230 Digital Permit Accelerator	155	5325230550	68,670	
Prg 240 South Everett Business & Economic Development	155	5325240410	58,417	
Prg 300 City Council Allocations	155	multiple	473,921	
Prg 310 Grant Admin Support	155	5325310550	66,475	
Prg 320 Council of Neighborhoods	155	5325401410	100,000	
Prg 330 Housing Hope Childcare	155	5325330410	1,000,000	
Prg 360 Chamber of Commerce	155	5325360550	250,500	
Clean Everett Day Allocation	155	5325120410	10,000	
Downtown Storefront Project (Council Approved 12/3/2025)	155	5325380410	25,000	
FIFA World Cup Fan Zone Program	155	5325370410	261,449	
Funding Source- Fund balance	155	3080000325		4,800,420

**2026
Budget Adjustments
Tally Sheet**

	Department	Code	Rev	Exp	FB
NGA-1	General Gov't Special Projects	155A	333,000	333,000	

The City was awarded a \$500,000 grant from the Washington State Health Care Authority (HCA) for the Street Medicine Team Pilot Program. This program is a component of the Emergency Mobile Opioid Team in Everett (EMOTE) program. In 2025, the grant agreement was amended to increase award amount to \$1,216,000 and also extend the period of performance to 6/30/2027. The grant funds will support a portion of labor cost for the Program Manager and establish a subrecipient relationship with a community partner for the delivery of services to reduce health disparities and to improve health outcomes among the unhoused population. This amendment proposes to increase the 2026 budget authority of the fund to reflect the change. The amended grant agreement was approved by Council on August 13, 2025.

Increase grant revenue - General Government Special Projects	155	3340690420		333,000
Increase transfers out - General Government Special Projects	155	5420000550	25,000	
Increase M&O expenditures - General Government Special Projects	155	5420000410	308,000	

	Department	Code	Rev	Exp	FB
NGA-2	General Gov't Special Projects	155A	1,033,063	1,033,063	

The Council previously authorized the Mayor to accept and execute the \$4,000,000 Chemical Dependency and Mental Health (CDMH) Interlocal Agreement with Snohomish County. This Agreement aims to establish a housing facility within the City of Everett to provide short-term housing for individuals who are unhoused, along with coordination and access to substance use and mental health treatment services. The period of performance for the agreement is from 10/24/24 to 12/31/26. The City will act as a pass-through for the funds, providing a forgivable loan of \$2,966,937 in 2024 and a grant of \$1,033,063 in 2026 to the Everett Gospel Mission.

Increase revenue - General Government Special Projects	155	3370070410		1,033,063
Increase M&O expenditures - General Government Special Projects	155	5410000410	1,033,063	

2026 BUDGET ADJUSTMENTS for Budget Amendment # 1

General Government Reappropriations

<u>Fund</u>	<u>Description</u>	<u>Revenues</u>	<u>Expenditures</u>	<u>Fund Balance</u>
GGR-1 Non-Departmental	Human Needs Grants	-	37,593	(37,593)
GGR-2 Police	Skydio Drones	-	8,774	(8,774)
GGR-3 Parks & Community Services	Tree Power Program Grant	-	11,108	(11,108)
GGR-4 Street Improvements	Overlay and Street Projects	-	696,058	(696,058)
Total General Government Reappropriations		\$ -	\$ 753,533	\$ (753,533)

General Government Amendments

<u>Fund</u>	<u>Description</u>	<u>Revenues</u>	<u>Expenditures</u>	<u>Fund Balance</u>
GGA-1 General Fund	OPD Social Services Grant	60,620	-	60,620
GGA-1 Legal	OPD Social Services Grant	-	60,620	(60,620)
GGA-2 CPED	Annexation study	-	200,000	(200,000)
GGA-3 CPED	South Everett and DEA planning	-	50,000	(50,000)
Total General Government Amendments		\$ 60,620	\$ 310,620	\$ (250,000)

Non-General Government Reappropriations

<u>Fund</u>	<u>Description</u>	<u>Revenues</u>	<u>Expenditures</u>	<u>Fund Balance</u>
NGR-1 Vehicle and Equipment Repl.	Vehicle Replacements	-	205,000	(205,000)
NGR-2 Cumulative Reserve for Library	Library purchase and profession service	-	40,834	(40,834)
NGR-3 General Gov't Special Projects	Local COVID Recovery Program	-	4,800,420	(4,800,420)
Total Non-General Government Reappropriations		\$ -	\$ 5,046,254	\$ (5,046,254)

Non-General Government Amendments

<u>Fund</u>	<u>Description</u>	<u>Revenues</u>	<u>Expenditures</u>	<u>Fund Balance</u>
NGA-1 General Gov't Special Projects	WA HCA Grant	333,000	333,000	-
NGA-2 General Gov't Special Projects	Snohomish County Interlocal Agreement	1,033,063	1,033,063	-
Total Non-General Government Amendments		\$ 1,366,063	\$ 1,366,063	\$ -
TOTAL General and Non-General Gov't. Amendments		\$ 1,426,683	\$ 7,476,470	\$ (6,049,787)

From: [Angela Ely](#)
To: [Marista Jorve](#)
Cc: [Jennifer Gregerson](#); [DL-Council](#); [David Hall](#)
Subject: FW: [EXTERNAL] Support NR-MHC Zoning – Fairway Estates Resident
Date: Wednesday, April 8, 2026 4:19:26 PM

Category 2: Sensitive information

Hello,

Please submit the email below as written comment for the record at this evenings Council meeting.

Thank you,
Angie

Category 2: For official use only / disclosure permissible by law.

From: Mary Fenske <fenske_mary@hotmail.com>
Sent: Monday, April 6, 2026 1:12 PM
To: DL-Council <Council@everettwa.gov>
Subject: [EXTERNAL] Support NR-MHC Zoning – Fairway Estates Resident

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Everett City Councilmembers,

I live in Fairway Estates and am writing to ask you to **vote to approve the NR-MHC zoning**.

This zoning is important for protecting manufactured home communities and preserving affordable housing for seniors, retirees, veterans, and others in Everett.

The **Planning Commission recommended approval with a unanimous 6–0 vote**. Please support this and help protect residents from displacement.

Please include this email in the public record

Thank you for your time.

Sincerely,
Mary Fenske
Fairway Estates Resident

Everett, WA



EVERETT CITY COUNCIL Public Comment Form

Thank you for being here today. Please fill out this form to speak at the council meeting.

State your name and city of residence when you begin speaking. Each person is asked to limit comments to three minutes. This allows everyone a fair opportunity to speak. Return this form to the council administrator before the meeting begins.

The following comments are not allowed:

- Comments on any kind of campaigning, whether for or against ballot measures or candidates running for office
- Comments focused on personal matters that are unrelated to City business

You can also submit a comment and attend meetings online at everettwa.gov/city-council. Click on "Council meeting public comment sign up form." This must be done at least 30 minutes prior to the meeting. Additional instructions are available on the web page.

City staff may wish to contact you for follow up, therefore, your contact information is appreciated.

DATE: April 8th 2026

NAME (required): June Scholer

CITY (required): Everett ZIP (required): 98203

EMAIL (optional): june.scholer@cityofeverettwa.gov PHONE (optional): 3603357264

DISTRICT (circle one): 1 2 (3) 4 5 Not sure Don't live in city

Is your topic on today's agenda?

☐ YES – the comment period will follow the agenda item

AGENDA ITEM #: _____

☒ NO – speak during general public comment, topic you would like to speak on:

Request to finish Consolidation Study
to make informed planning decisions



EVERETT CITY COUNCIL Public Comment Form

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City staff may wish to contact you for follow up, therefore, your contact information is appreciated.

DATE: 4-8-20

NAME (required): William Parent

CITY (required): Silver Lake ZIP (required): 98208

EMAIL (optional): _____ PHONE (optional): 206 657 2484

DISTRICT (circle one): 1 2 3 4 5 Not sure Don't live in city

Is your topic on today's agenda?

☐ YES – the comment period will follow the agenda item

AGENDA ITEM #: _____

☒ NO – speak during general public comment, topic you would like to speak on:

Crime ~~Lib~~ Library care team



EVERETT CITY COUNCIL Public Comment Form

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City staff may wish to contact you for follow up, therefore, your contact information is appreciated.

DATE: April 8, 2026

NAME (required): JEAN CARRILLO

CITY (required): EVERETT ZIP (required): 98201

EMAIL (optional): _____ PHONE (optional): _____

DISTRICT (circle one): (1) 2 3 4 5 Not sure Don't live in city

Is your topic on today's agenda?

☐ YES – the comment period will follow the agenda item

AGENDA ITEM #: _____

☒ NO – speak during general public comment, topic you would like to speak on:

EHA Baker View housing fire