



SEQUIM PLANNING COMMISSION

Special Meeting

Civic Center

152 West Cedar Street

Sequim, WA 98382

6:00 P.M.

Tuesday, January 31, 2017

Agenda

1. CALL TO ORDER, PLEDGE OF ALLEGIANCE & ROLL CALL:

PC: Mahalick, Protze, Wiseman, Wendt, Janisse, Shah.

2. APPROVAL OF MINUTES:

3. ITEMS FROM THE PUBLIC NOT ALREADY ON THE AGENDA

4. NEW BUSINESS

- a) Proposed text amendment to SMC 17.28.050, SMC 18.22.040, SMC 18.22.060 and SMC 18.62.040 Sequim Municipal Code Sections pertaining to open space requirements.

5. UNFINISHED BUSINESS

- a) Preliminary draft zoning code amendments establishing new zone classifications consistent with the Comprehensive Plan (discussion).
- b) Continued Commission discussion with staff regarding a Sustainable Agriculture / Rural Lands initiative.

6. DIRECTOR'S REPORT

- a) Update on imminent beginning of regional process to update Countywide Planning Policies.
- b) Thanks.

7. GOOD OF THE ORDER

8. ADJOURNMENT

Next Meeting: February 7, 2017

**CITY OF SEQUIM
PLANNING COMMISSION MINUTES
SEQUIM CIVIC CENTER
152 WEST CEDAR STREET
SEQUIM, WA
October 18, 2016**

1. CALL TO ORDER, PLEDGE OF ALLEGIANCE & ROLL CALL: PC: Mahalick, Protze, Wiseman, Wendt, Janisse.
2. SWEARING IN OF NEW COMMISSIONER - Ankur Shah

Deputy City Clerk Usselman swore in Ankur Shah giving him the Oath for his duties as a Commissioner.

3. APPROVAL OF MINUTES: Rescheduled to next meeting
4. ITEMS FROM THE PUBLIC NOT ALREADY ON THE AGENDA
5. PUBLIC MEETINGS:
 - a. Proposed Ordinance 2016-15 Amending Title 18 for Wireless Communications Facilities

City Attorney Nelson-Gross stated we have discussed this issue for quite some time. Most of what we have done is pre-empted by the FCC who regulates wireless communications facilities and imposes limitations on the authority local jurisdictions have over WCFs. The City currently does not have an ordinance on WCFs and has adopted a moratorium to give staff time to draft one that complies with federal law. The moratorium expires October 25, 2016.

Hugo said on page 12 Table SMC 18.61.0301 sets out the zones, types, heights, setbacks and permit type. He commented on very minor changes made.

There was brief explanation of Section 18.61.040(2). Hugo explained the differences of permit types and whether the different types require public review or administrative review.

MOTION to recommend adoption of the proposed Wireless Communications Facilities ordinance that adds new SMC chapters 18.61 and 18.61A amends existing chapters 18.20, 18.56 and 18.57 to the City Council by Wendt; seconded by Wiseman. **Carried Unanimously.**

6. NEW BUSINESS

7. UNFINISHED BUSINESS

8. DIRECTOR'S REPORT

a. Peninsula Planners' Forum - Thursday, Bainbridge Island

Hugo provided the agenda for the Fall 2016 Peninsula Planners Forum Thursday, October 20, in Bainbridge Island. The agenda focuses on agriculture. Anyone interested in attending with Staff is welcome.

Hugo asked Ankur Shah to tell the group about himself. He grew up in Sequim since the age of 10. After high school he had several experiences most agriculturally related. He has worked with local farms here. Pedestrian and bicycle movement is also important to him.

b. Increasing need to address homeless population (Council priority)

There is increasing dialog on the Peninsula about homelessness that is a more obvious issue in communities. We have individual cases around the City that cause tension. Council feels we need more emphasis on homelessness. We have a staff work group working on this.

Nelson-Gross spoke of recent law that anti-camping ordinances are illegal if the city doesn't have a location for homeless. When we look at enforcing our codes we need to be careful about whether or not we can regulate conduct or status. We will be reviewing these issues. At some point there will be an educational work session for Council. You will be hearing about it in the next few months.

Our code enforcement officer has trouble enforcing our code due to the recent case law and has pulled back because of it. There was discussion about the issues of homelessness in Seattle.

The homelessness laws will be developing over the next few years; we are cautioned to move slowly, deliberately to create our code.

Shah asked if we know the numbers of homeless people in our area. Nelson-Gross stated there is an annual count done with the Serenity House, Point in Time. Our police have general knowledge about areas where homeless congregate in Sequim.

Shah would like to know how many have access to a vehicle. If people have access to vehicles it could change the solutions. Hugo said most do not have access to vehicles.

There was general discussion about prioritizing code compliance issues, and considerations concerning revising our code.

9. GOOD OF THE ORDER

10. ADJOURNMENT

The purpose of good of the order was discussed.

Hugo advised Jaymarc will be attending the next Council meeting to talk about use of the equipment.

Hugo mentioned the Volunteer Appreciation Dinner and asked for comments. Those who attended enjoyed themselves.

Respectfully submitted,

Roberta J Usselman, MMC
Deputy City Clerk

Karen Mahalick
Chair

**CITY OF SEQUIM
PLANNING COMMISSION MINUTES
SEQUIM CIVIC CENTER
152 WEST CEDAR STREET
SEQUIM, WA
December 13, 2016**

1. CALL TO ORDER, PLEDGE OF ALLEGIANCE & ROLL CALL: PC:
Mahalick, Protze, Wiseman, Wendt, Janisse, Shah.

Mahalick, Protze, Wiseman, Janisse and Wendt were present. Shah was excused.

2. APPROVAL OF MINUTES: None

3. ITEMS FROM THE PUBLIC NOT ALREADY ON THE AGENDA

4. PUBLIC MEETINGS:

5. NEW BUSINESS

- a) Sustainable Lands for Agricultural Productivity (Commission discussion)

Hugo said the City is now distributing its Comprehensive Plan and provided each Commissioner with a copy. He doesn't know what the County plan will say about agriculture and rural housing growth. This is most acute at the City's northwest corner where the County will allow 5 acre plots. He feels since the County didn't contest the City's plan that that information should be in the County's plan, too.

Hugo stated he learned about the Sustainable Lands for Agricultural Productivity at the last Planners Forum meeting. The concept is to not allow agricultural property to turn into urban sprawl. He feels the Commission could take on a leadership role for this. Joe Irvin is engaged with a group talking about this topic, the North Olympic Land Trust, WSU Extension Office and others. Tom Sanford from the Land Trust is starting this in Clallam County. Hugo feels the City could start a partnership.

Erika Lindholm works for Craft3, a non-profit, non-bank financial institution that supports funding for preserving agricultural property. It has an office in Port Townsend. They support and get involved with communities in efforts more progressive moving toward making change and especially ecological preservation initiatives. She is also a volunteer for North Olympic Land Trust (NOLT) working together to make a difference in the pressures our community is facing from a development standpoint. Another source

of the idea of organizations coming together is the Jefferson Landworks Collaborative made up of the Jefferson Land Trust, WSU Extension, Craft3 and other organizations that come and go. They meet regularly and talk about different project concepts that involve real estate transactions that will need multiple parties to make it happen. That group has been effective in Jefferson County. They are hoping something like that can happen in Clallam County. Clea from WSU is involved with the State reviewing the competitive process for funding. Those that win dollars have a vision for agricultural preservation.

They have had a few meetings asking what are the challenges and opportunities. There is a 3-legged school approach to focus on land, water and business of farming, and each category have prioritized tasks for lead agencies that focus on those topics to brainstorm around the issues.

Wendt asked what her sense was of where Clallam County stands. She said they feel it is a non-issue up to now. There have been changes on the Commissioner level that we feel helps us. We believe if we can make a strong case for the economics and viability of agri-business in Clallam County that we can get support. We have enough support to have them fund our facilitator. If this is coming from stakeholders in the community we won't need the policy-makers of the County behind us. We can do a lot of networking with organizations to meet our goals. Wendt said we need to stop the large County lots. She said Mary Ellen Winborn has attended both of the meetings.

Interested groups include Nash's, Wind River Farm and others. She feels we have momentum with people that care about agriculture in the Dungeness Valley.

She said initially they did not want to make this political, but to hear from the boots on the ground people. NOLT works to put easements on property and purchase easements which reduce the value of their land but it maintains perpetuity in their land. Getting the dollars from the state gives the capacity to do it.

Hugo said the City cares about the water issues and market development.

Craft3 is also involved in the clean water loan program to help individuals replace their septic systems and expand the program for stormwater. They have been active talking with the County about connecting to sewer from septic, especially in the Carlsborg area. The system would have to be failing or be at least 25 years old.

Karen, Ankur, Jon and Roger are interested in this topic. It would be good to get together to see how the Commission can help.

Lindholm stated they are creating a vision statement with organized goals as a baseline for collective action going forward. She will provide the document and get feedback

before it is finalized, and let us know of further meetings. She will provide a list of those engaged so far.

Mayor Smith stated Mike Chapman notified Council he is enthusiastic and will be on the agricultural committee. She will contact him. There is a tour of the proposed Dungeness River Reservoir on Thursday at 1:00.

6. UNFINISHED BUSINESS

a) [SMC Updates Relevant to Adopted Stormwater Plan.](#)

Ann Soule gave a presentation on SMC updates relevant to the adopted stormwater plan. Title 13 is the main area being updated, along with Titles 8 and 18.

The majority of suggested changes related on stormwater management are found in 13.104 and 13.108. However, enforcement subsections in these two chapters have not been revised pending a comprehensive code review by the City Attorney.

First, changes to 13.40 removes the possibility of legal connection of stormwater facilities to the municipal sewer for new development. SMC 13.64 is now reserved since it has been superseded by 13.104.

Next, the SMC needs clarification of exactly which guidance manual is to be utilized in the design and maintenance of stormwater management facilities for new and re-development. For more than two decades, 13.104.100 "adopts by reference" the "latest edition of Ecology's Stormwater Management Manual." City staff has interpreted that to mean the 2012 manual since 2012, and subsequently including 2014 amendments. However, there are other subsections that cite requirements from the 1992 edition (13.104.130 through .320), and Title 18 specifies the 2005 manual, putting the code in conflict with itself.

Clearly, the code needs to be internally consistent and a specific manual should be named. To consider whether the "latest edition" (2012 with 2014 amendments) is the best choice for the City, staff from Public Works and DCD consulted with Herrera and determined it was. We agreed that the manual should be named in one section of code, SMC 13.104.100, with all other references in the SMC pertaining to stormwater guidance pointing to that section.

With the citation of a specific state manual, specifications in 13.104 Article VII are unnecessary other than exceptions accounting for physical conditions native to Sequim.

Another concern is the enforcement language found in 13.104 and 13.108. Staff would prefer progressive severity starting with voluntary compliance to reflect the varying circumstances in which enforcement might be applied. This desire is not unique to

stormwater enforcement, so clarifications and additional tools will be considered for the SMC comprehensively by the City Attorney in 2017 and updated throughout.

This is not the final copy of code changes at this point. Staff is still reviewing this.

She showed draft forms including Stormwater Worksheet, a Construction Stormwater Site Inspection Form and a Maintenance Checklist for people to see what they should be looking for in new construction or their system.

The enforcement sections of the stormwater code will be reviewed and updated in 2017.

It was suggested in 13.40.010B, possibly change "may" to "shall."

On P. 27, 18.108.090C. Minimum standards - there is an implication the director will do re-inspections. This section will be wordsmithed.

MOTION to hold a Public Meeting to receive input on changes to the Sequim Municipal Code proposed to align code with the adopted Storm & Surface Water Plan by Wendt; second by Wiseman. **Unanimously approved.**

7. DIRECTOR'S REPORT

The next meeting is January 17, 2017.

8. GOOD OF THE ORDER

Protze, Wiseman and Shah were reappointed to the Commission by Council last night.

9. ADJOURNMENT

MOTION to adjourn unanimously approved.

Respectfully submitted,

Roberta J. Usselman, MMC
Deputy City Clerk

Karen Mahalick
Chair

**SEQUIM PLANNING COMMISSION
AGENDA COVER SHEET**

MEETING DATE: January 31, 2017

FROM: Joseph D. Irvin, AICP
Assistant City Manager

JDI
Initials

SUBJECT/ISSUE: Draft Ordinance #2017-03, proposing changes to Sequim Municipal Code Sections pertaining to open space requirements.

Discussion dates				
CATEGORY	<input type="checkbox"/> City Manager Report	<input type="checkbox"/> Information Only	Time Needed for Presentation 10 mins.	
	<input type="checkbox"/> Public Meeting	<input type="checkbox"/> Consent Agenda		
	<input type="checkbox"/> Unfinished Business	<input checked="" type="checkbox"/> New Business		

PROBLEM/ISSUE STATEMENT:

Staff is bringing forth this ordinance to amend sections of the Sequim Municipal Code that require active and/or passive open space. This open space has historically been dedicated as part of residential subdivisions and has not served the purpose it was intended to serve.

ATTACHMENTS:

- Proposed Ordinance #2017-03 with Exhibit A

DISCUSSION/ANALYSIS:

The City of Sequim adopted Ordinance 2010-008 on March 22, 2010, which established and authorized the collection of impact fees for parks and recreational facilities. The park impact fees allow the City the opportunity to make thoughtful decisions regarding the size and location of parks and recreational facilities. Whereas, the open space dedicated as part of residential subdivisions often does not serve the purpose for which it was intended. Additionally, this proposed amendment ensures the City of Sequim remain in good standing with case law related to required dedicated open space.

FINANCIAL IMPLICATIONS:

There are no financial implications to the City of Sequim.

STAFF RECOMMENDATION:

The Planning Commission should approve a motion to recommend that the City Council hold a public hearing, take testimony and approve the amendments to Sequim Municipal Code (SMC) Sections: 17.28.050, 18.22.040, 18.22.060 and 18.62.040 which pertain to open space requirements.

MOTION:

I move to recommend that the City Council hold a public hearing, take testimony and approve the amendments to Sequim Municipal Code (SMC) as presented in the attached Ordinance #2017-03 and Exhibit A.

ORDINANCE NO. 2017-03

AN ORDINANCE OF THE CITY OF SEQUIM, WASHINGTON ADOPTING AMENDMENTS TO SEQUIM MUNICIPAL CODE (SMC) SECTIONS: 17.28.050, 18.22.040, 18.22.060 and 18.62.040 WHICH PERTAIN TO OPEN SPACE REQUIREMENTS.

WHEREAS, Sequim Municipal Code, Sections 17.28.050, 18.22.040, 18.22.060 and 18.62.040 provide requirements for open space associated with residential developments; and

WHEREAS, The City of Sequim adopted Ordinance 2010-008 established and authorized the collection of impact fees for parks and recreational facilities affording the City the opportunity to make thoughtful and intentional decisions regarding the size and locations of parks and recreational facilities; and

WHEREAS, the Sequim Planning Commission held a public meeting on January 31, 2017 and recommended adoption of this ordinance to the City Council;

WHEREAS, the Sequim City Council held a public hearing on February 27, 2017 and approved this ordinance;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SEQUIM, WASHINGTON, DOES ORDAIN AS FOLLOWS:

Section 1. Adoption of the amended SMC Sections 17.28.050, 18.22.040, 18.22.060 and 18.62.040 is adopted, with the language set forth in attached Exhibit A.

Section 2. Corrections. The City Clerk and the codifiers of this ordinance are authorized to make necessary clerical corrections to this ordinance including, but not limited to, the correction of scrivener's/clerical errors, references, ordinance numbering, section/subsection numbers and any references thereto.

Section 3. Severability. If any section, sentence, clause or phrase of this Ordinance should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, clause or phrase of this Ordinance.

Section 4. Effective Date. This Ordinance shall become effective five days after publication of the ordinance, or a summary thereof, in the official newspaper of the City.

ADOPTED BY THE CITY COUNCIL this ____ day of _____, 2017.

Dennis Smith, Mayor

Attest:

Approved as to form:

Karen Kuznek-Reese, MMC, City Clerk

Kristina Nelson-Gross, City Attorney

Approved Date

Publication Date

Effective Date

Exhibit A

17.28.050 Open space and recreation.

~~Major subdivision, minor subdivision and~~ Non-residential binding site plan developments ~~may~~ shall be required to provide open space designed to provide active ~~passive~~ open space and recreational facilities to serve the ~~residents~~ population using of the development. Undeveloped open space shall be designed to preserve important site amenities and environmentally sensitive areas. These requirements are for privately owned open spaces and recreational areas only and shall not be dedicated to the city. General city park requirements are met through the payment of park impact fees as adopted by the city council.

A. Minimum Requirements. Open spaces shall be provided proportionally to anticipated impacts associated with proposed non-residential binding site plans ~~subdivision~~.

~~1. Minor subdivisions located in residential zones which provide standard yards and setbacks consistent with the zoning code shall be determined to have provided adequate open space.~~

~~2. Major subdivisions located in residential zoning districts shall provide a minimum of 10 percent open space, at least half of which shall be designed for active recreational uses. Excepting where open space is set aside to protect critical areas as required by the SMC, open space requirements shall not exceed 20 percent of the proposed project area. Easements for trails, excepting those trails constructed in lieu of sidewalks, may be considered as meeting the active recreational open space requirements.~~

~~3. Binding site plan developments containing five or more dwelling units shall provide a minimum of 10 percent open space which may provide for either passive and/or active open space, and which may include required landscaped areas, stormwater detention facilities, irrigation ditches and easements, and other environmentally sensitive area open spaces. Easements for trails, excepting those trails constructed in lieu of sidewalks, may be considered as meeting the open space requirements.~~

~~14. Proposed open space areas designed for active recreational use shall~~ should be concentrated in large areas so as to be functionally usable.

~~25. Active open space parcels shall~~ should be conveniently located in relation to trails and pedestrian nodes so the dwelling units they are intended to ~~functionally~~ serve users and visitors of a site.

B. Improvements to Open Space Dedications.

~~1. Improvements to active open space dedications may be required to mitigate the anticipated on-site recreational needs of the proposed development.~~

~~2. Improvements shall seek proportionality in the character of the open space and the intended active recreational use, and the cost of the recreational facilities.~~

~~13. Whenever practicable, undeveloped open space should be left in its natural state. Enhancement may be allowed to provide approved trails, to thin and remove diseased trees, and to enhance vegetation or to provide view corridors.~~

C. Exceptions to the Standards. The city council or planning community development director, as applicable, may permit minor deviations from the open space standards when it can be determined that:

1. The objectives of these standards may be met without strict adherence to the open space requirements; and/or
2. Due to the existing conditions found on the tract of land or facilities proposed, strict adherence to these standards would be unreasonable.

~~D. Deed Restrictions. Any lands dedicated for open space purposes shall contain appropriate nonamendable covenants and deed restrictions, approved by the city, ensuring that:~~

- ~~1. The open space will not be further subdivided in the future;~~
- ~~2. The use of the open space will continue in perpetuity for the purpose specified; and~~
- ~~3. Appropriate provisions will be made for the maintenance of designated open space areas.~~
- ~~4. Said covenants and restrictions shall contain authorization for city enforcement.~~

DE. Open Space Ownership. The form of ownership of the land proposed for open space purposes shall be selected by the applicant, subject to approval of the city. Forms of ownership may include, but are not necessarily limited to, the following:

1. Ownership by quasi-public entities or jurisdictions, conditioned upon their acceptance;
2. Ownership by homeowner, condominium owner or cooperative associations or organizations;
3. Ownership by individual lot owners, if the open space is wholly located within one tract or lot; or
4. Ownership by a shared or undivided interest of all property owners within the subdivision. (Ord. 2010-014 § 1 (Exh. A); Ord. 98-005 § 4)

18.22.040 Grading, tree retention and general site repair.

Where reasonable and practicable, all development shall be designed in a manner which maintains existing natural features and grade, significant trees and/or other landscape features, and restores features damaged during development consistent with Comprehensive Plan ~~Policies ENV 3, ENV 4, OSR 11 through 14~~. The following standards shall be considered:

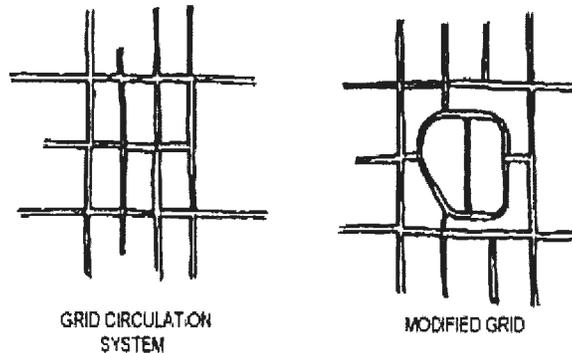
- A. Where practicable, natural grades and significant natural features found on-site shall be incorporated into the overall design of the project.
- B. Existing significant individual trees and groups of trees should be preserved, where possible.
- C. The disturbance of required open space associated with critical areas ~~should be minimized during development and restored prior to project completion. must adhere to Chapter 18.80 (Critical and Environmentally Sensitive Areas Protection) of the SMC.~~ (Ord. 97-019 § 4, Exh. B)

18.22.060 Multifamily residential.

The following multifamily development standards are intended to provide guidance for establishment and better integration of multifamily residences into the community consistent with the requirements of comprehensive plan policies.

A. Orientation. Multifamily developments shall be designed to orient to public or private streets and to provide pedestrian and vehicular connections to existing nearby neighborhoods. The following standards shall be considered:

1. A modified street grid system where all buildings in a project front on an internal street or other access shall be developed. Where no public streets exist, a modified grid street system shall be created within the project.

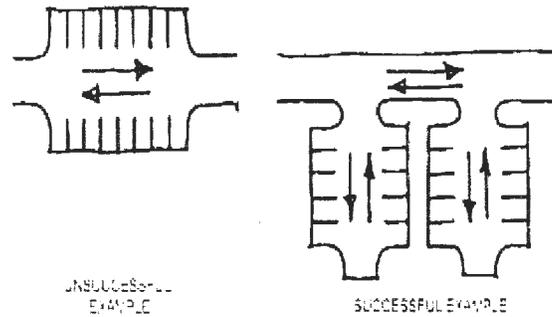


2. Each building shall be provided with direct pedestrian access from a street fronting the building and from established parking areas to the multifamily dwellings and to the existing neighborhoods.

B. Off-Street Parking. Impacts associated with multifamily dwellings can be reduced by providing adequate on-site parking and by designing and locating parking lots, carports, and garages to support the residential qualities of the neighborhood consistent with comprehensive plan policies. The following off-street parking standards shall be considered:

1. Parking areas shall be located behind or under buildings where practicable, and access shall be provided to such parking areas from alley-type driveways. If street access to parking areas is necessary, the number of access points shall be limited.
 - a. The number of driveways and curb cuts shall be minimized.
 - b. Driveways shall be shared (where possible) within a development.
2. Large parking areas shall be divided into smaller areas separated by buildings or landscaping.
3. Parking shall be configured to be less visible from surrounding streets.
4. Driveways and parking areas shall include landscaping and/or berming.
5. Parking areas shall be screened when abutting single-family residences or zones, with landscaping or fencing.
6. Parking lots adjacent to street frontage shall be limited to 30 percent of the street frontage.

7. Parking aisles shall be separated from site circulation routes.

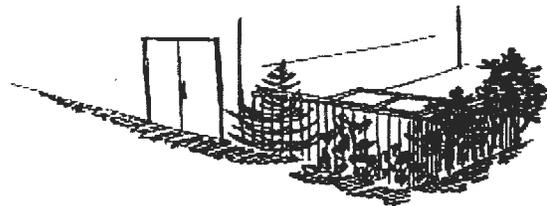


8. Parking lots shall be designed to be in conformance with ADA (Americans with Disabilities Act) regulations.

C. Resident Services. New development and redevelopment shall have adequate provisions for residential services including mailboxes, garbage and recycling pickup, transit stops, and walkways and parking area lighting. The following resident service standards shall be considered:

1. Adequate safe pedestrian walkways shall be established to residential services.
2. Street lighting shall be provided along walkways adjacent to and within the multifamily development. Lighting shall minimize glare, and shall be downward facing and fully shielded.
3. Security lighting shall be provided in parking and play areas.
4. Lighting shall be directed away from neighboring properties to minimize glare.

5. Garbage, maintenance and recycling facilities should be screened.



DECORATIVE FENCE AND LANDSCAPING
PROVIDE SCREENING OF DUMPSTER AREA

6. Pedestrian access to nearby transit stops shall be provided along public rights-of way.

7. Pedestrian connections to adjacent development shall be provided, where practicable, in public rights-of-way, or along designated walking and bike trail corridors.

8. Pedestrian walkways shall be designed to be in conformance with ADA (Americans with Disabilities Act) regulations.

~~D. Open Space and Recreation. These standards are for privately owned open spaces and recreational areas only and shall not be dedicated to the city. General city off-site park requirements are met through the payment of park impact fees as adopted by the city council. Usable open space and recreation areas within developments shall be required within multifamily residential developments containing five or more dwelling units. The following open space and recreation standards shall be considered:~~

~~1. For individual projects less than five units which are not part of a larger development plan, open space may be provided through the establishment of individual yards for each unit. This shall include as applicable duplexes, triplexes and four-plexes.~~

~~2. Where a multifamily residential project consists of a total of five or more dwelling units, in any configuration, shared or common usable open space shall be provided in addition to any other open spaces or protected areas. Shared or common usable open spaces shall include landscaped areas and active or passive recreation opportunities for the residents.~~

~~3. Minimum Area Required. Each multifamily project comprised of five or more dwelling units shall provide a minimum of 200 square feet of usable open space for each dwelling unit in the project. A portion of the usable open space may be required to provide for active recreational uses, as described in subsection (D)(4) of this section.~~

~~4. Play Space for Children. Multifamily residential projects comprised of five or more dwelling units that are anticipated by their type and anticipated residency to accommodate families shall provide a safe play space for children. Projects that are established solely for the occupancy of adults shall not be required to establish play spaces. Such uses may be congregate care facilities, senior-only (over 55) housing developments, and adults-only developments, as permitted by law. The required play space shall address the following standards:~~

~~a. Play spaces shall include play equipment which is manufactured and installed in conformance with the safety standards of the American Play Equipment Industry, or other adopted standards.~~

~~b. Play equipment shall not be located on a slope greater than four percent in any direction.~~

~~c. Play spaces shall not include driveways, parking areas, required landscaping areas or porches, balconies or overhangs.~~

~~d. Play spaces may be established within side and rear yard setbacks, excepting that no play space shall be located within 10 feet of any road, driveway or alleyway, parking area, or adjacent single-family resident or single-family residential zone without the provision of fences or buffers.~~

~~e. To maximize the personal safety of children resident in the development, play spaces shall be located so as to provide maximum visibility from surrounding multifamily dwelling units and be connected by pedestrian walkways and lighted.~~

~~f. Play space should be adequately sized and equipped to be roughly proportional to the anticipated recreational impact.~~

~~5. The provision of usable open space, play spaces, and/or recreational spaces within a multifamily development of five or more units may be phased concurrent with the approval of a phasing plan consistent with the requirements of this code; provided, that each phase shall include usable open space and play spaces (if required) established in proportion to the size and impacts of each phase.~~

DE. Modulation of Building Facades, Staggering Entries, and Roofing. See Chapter [18.24](#) SMC (Design Standards) for detailed standards.

EF. Landscaping. Landscaping within a project shall have a common design theme that takes into account the existing scale and style or landscaping found in surrounding development patterns. The following landscaping standards shall be considered:

~~1. Multifamily residential developments shall include usable open space and landscaping.~~

12. Landscaping should separate buildings from pavement or walkways.

23. Street trees shall be provided along public streets and rights-of-way.

34. Landscaping should be easily maintained after the initial growth period. A maintenance plan to ensure the successful establishment and maintenance of landscaping may be required.

45. Landscaping for multifamily residential developments shall meet all other applicable landscaping requirements contained in this title. (Ord. 2010-014 § 1 (Exh. A); Ord. 97-019 § 4, Exh. B)

18.62.040 Manufactured home park uses and standards.

The uses permitted in a development, alteration, or expansion of any manufactured home park shall be in accordance with the following:

A. Uses Permitted. The following uses are permitted in a manufactured home park:

1. Manufactured homes used as dwellings and accessory uses;
2. Recreational vehicles used as dwellings in manufactured home park that were in existence prior to the effective date of this title;
3. Manufactured home accessory structures as defined in SMC [18.62.020\(E\)](#);
4. Community and recreational facilities as defined by SMC [18.62.020\(C\)](#);
5. A manufactured home park office and storage buildings necessary for the maintenance or operation of the manufactured home park;
6. A residence for the use of a manager or caretaker which may be a manufactured, modular, or site built home; and
7. Storage buildings limited to use by the tenants of the manufactured home park only.

B. Development Standards. Manufactured home parks shall comply with applicable state laws and regulations, and the requirements of this title. The standards established in this subsection are minimum standards.

1. **Manufactured Home Park Size.** The minimum size of the manufactured home park shall be three acres and the maximum size shall be 20 acres. Manufactured home parks larger than 20 acres may be permitted as a planned unit development, consistent with Chapter 18.40 SMC.
2. **Residential Density.** The maximum density of development in any MHP shall not exceed nine manufactured homes per gross acre of MHP area.
3. **Lot Size.** The minimum lot size for any manufactured home lot shall be:
 - a. Two thousand four hundred square feet, with a minimum lot dimension of 34 feet if designed to accommodate a single or double wide manufactured home not exceeding 960 square feet within its walls.
 - b. Three thousand six hundred square feet, with a minimum lot dimension of 40 feet if designed to accommodate a double or triple wide manufactured home exceeding 960 square feet within its walls.

Minimum Lot Sizes		
Mobile Home Size	Minimum Lot Size	Minimum Lot Dimension
Single wide: that does not exceed 960 sq. ft.	2,400 sq. ft.	34 feet
Double or triple wide: that exceeds 960 sq. ft.	3,600 sq. ft.	40 feet

4. **Building Coverage.** For each manufactured home park lot, the maximum lot coverage for any manufactured home lot located within a manufactured home park shall not exceed 60 percent.
5. **Building Height.** No building or structure within a manufactured home park shall exceed 35 feet in height.
6. **Required Setbacks.** A manufactured home, manufactured home accessory structure, and other structures within a manufactured home park shall not be located within the following minimum required setbacks:

Setbacks		
From public right-of-way	From MHP street	From MHP boundary that is not a public right-of-way
22 feet	10 feet	15 feet
Structural Separation		
Manufactured home or any part thereof	MHP office, storage, store, community or recreational center	
6 feet from any lot line	10 feet from manufactured home lot line	

7. Automobile Access and Circulation.

a. Ownership. All streets located within the manufactured home park shall be privately owned and maintained except for arterial streets and local access streets within the manufactured home park which could be, in the future, extended to serve adjacent properties. All arterial streets and local access streets within the manufactured home park shall be constructed to the city of Sequim design standards, and ownership thereof shall be conveyed to the city at the time of final plat approval.

b. Park street construction and width. All manufactured home park streets shall be constructed and paved in accordance with the city of Sequim design standards as adopted.

c. Grade. MHP streets shall not have a grade over eight percent on approaches to intersections with public ways. Prior to the intersection for a distance of 50 feet, the maximum slope shall be five percent. Grades up to 12 percent may be approved by the city engineer when necessitated by topographic constraints.

d. Cul-De-Sacs. Cul-de-sacs shall have a minimum radius of 50 feet of which 45 feet shall be paved. The maximum cul-de-sac length shall be 400 feet. They may have a central planting, but the paved street width within the cul-de-sac shall be 35 feet. The maximum length to an intersection or cross road shall be 660 feet.

e. Access to Public Streets. Points of access with any manufactured home park to public streets, roads, or highways shall be designed and constructed in accordance with the city of Sequim design standards.

f. Street Names. Each manufactured home park street shall be named and the street name sign shall be provided at all intersections. Each manufactured home shall have a clearly visible address number.

g. Directory Signs (Map). Every manufactured home park shall have at each principle access point an identification sign that includes a directory of park, streets and manufactured home numbers in map form.

8. Off-Street Parking. Off-street parking facilities shall be not less than 20 feet long nor eight and one-half feet wide, exclusive of drives and aisles. The off-street parking area shall be located on the same lot as the building(s) they are to serve, with the exception of parking areas intended to serve as guest parking for individual residences. Parking facilities shall be no further than 400 feet from the building(s) it serves and no off-street parking facilities shall be located within the public right-of-way.

9. Pedestrian Circulation. Manufactured home parks shall have pedestrian walkways, a minimum of five feet wide, located on at least one side of the access road serving manufactured homes, community center and the recreational facilities. Where practicable, the pedestrian walkways shall be located adjacent to streets serving the homes, community centers and recreational facilities.

10. Easements. Manufactured home parks shall provide for easements and dedications necessary to accommodate planned and existing city roads, regional trails, and utilities.

11. Utilities. All water mains and rights-of-way therefor, and sewer mains and storm drain mains and rights-of-way therefor which could be extended in the future to adjacent or other property, are required to be constructed to the city of Sequim design standards and ownership thereof conveyed to the city at the time of final plan approval. Other utilities may be private. Adequate utility capacity to serve a proposed MHP or MHP expansion must be available. Additional standards for MHP utility services are as follows:

- a. Connections at Manufactured Home Pad. Permanent power, water, and sewer connections that meet the requirements of this code and state law shall be provided at each manufactured home pad.
- b. Underground Utilities Required. All utility service mains or lines in manufactured home parks shall be underground.
- c. Access to Utilities. No water meter, regulator, or shut off valve shall be located beneath a manufactured home.

12. Stormwater Runoff. Storm drainage discharge shall be designed and engineered to city of Sequim development standards, which shall include a temporary erosion and sedimentation control plan for the development of the manufactured home park and the placement of manufactured homes on individual lots.

13. Waste Disposal. Manufactured home parks shall be connected to the sanitary sewer system and provide for garbage collection and location for pickup as required by the city of Sequim development standards.

~~14. Common Open Space. An amount of land roughly proportionate to the impact created by the proposed development shall be set aside as open space. Common open space shall be designed for either active or passive recreation. Driveways, parking lots, and required yard areas are not open space. The city council may reduce this requirement if they find that the manufactured home park is located adjacent to or within one quarter of a mile of a public park which provides recreational facilities, and the manufactured home park provides an easement for and develops a pedestrian trail to the park.~~

145. Outdoor Lighting. Manufactured home parks shall provide and maintain downward facing or shielded illumination for the night use of park streets, parking, storage areas, pedestrian walkways, and community and recreational facilities.

156. Landscaping. Landscaping requirements shall be provided as follows:

- a. All landscaping shall include native and drought tolerant vegetation.
- b. All open space areas provided within a project of the required open space must shall be landscaped except for those portions of the area covered by sidewalks and/or recreational facilities.
- c. Parking and storage areas for manufactured home parks shall be provided with a landscaping screen with a minimum height of four feet at the time of planting. Planting shall be chosen and spaced so as to grow together in three years of their planting in a manner that is sufficient to obscure site throughout the barrier. The parking and storage landscaped area shall be contained by a bumper rail or curb which is at least four inches high.

d. When a MHP abuts a nonresidential use, a minimum six-foot high screening device such as a site obscuring fence and a minimum five-foot wide planting area shall be installed along the abutting property line of the new MHP.

e. A landscaping plan for the manufactured home park shall be submitted to the planning director for review and approval. Landscaping plans shall be drawn to a scale of not less than one inch equals 40 feet and shall clearly delineate the following:

- i. Boundaries and dimensions of the site.
- ii. Location and identification of all streets, alleys, and easements that are on the abutting site.
- iii. Proposed locations and dimensions of all lots.
- iv. Existing and proposed topography at maximum of five-foot contour intervals.
- v. Proposed landscaping including location, size at time of planting, description of landscape materials, using both botanical and common names.
- vi. Location of existing and proposed driveways, parking surfaces, curbs, and sidewalks.
- vii. Type and location of the proposed irrigation system to maintain the landscaping.
- viii. Typical individual site layout.
- ix. Covenants, conditions and restrictions which insure that individual homesites will be landscaped and maintained. (Ord. 97-010 § 5; Ord. 97-004 § 1)

19.20.070 Agricultural Conservancy

A. AgC – Agriculture Conservancy. The Agricultural Conservancy classification applies to any parcel that is preserved in perpetuity by public ownership or easement to maintain agricultural use for the *long-term benefits to a growing urban community as open space and for food production*.

1. Permitted uses in the AgC zone are low impact agricultural activities that are managed to avoid negative effects on surrounding urban uses, and not including agriculturally-related structures other than for animal shelter or storage of equipment routinely used on-site; public water well-fields including wells, security features, and associated structures. Agriculture processing uses and marijuana production and / or processing are not permitted.

21.20.040 High-Technology / Light Industry (HTLI) Zone

A. Purpose: The High-Technology / Light Industry zone classification implements the plan districts of the same name on the Future Land Use Map of the Comprehensive Plan. The intent of this classification is to *Increase opportunities for new primary employment and local economic diversity by creating new districts for High-Tech Light Industrial use within the existing urban fabric where services and transportation are available.*

1. Permitted uses within the HTLI zone include the following: light fabrication and assembly of electronic and mechanical products; labs and testing areas for research and development of new products and technologies; treatment, repair, or packaging of finished products, predominately from previously prepared or refined materials (or from raw materials that do not need refining); and similar activities that are conducted solely within an enclosed building. Warehousing, wholesaling, and distribution of the finished products prior to shipment on the same site as accessory to the primary use; on-site education and training facilities; professional offices; day care centers for on-site personnel; electric vehicle infrastructure, and retail and service uses directly dependent on the district's employee base.

2. Conditional uses within the HTLI zone include the following:

- a. Major. Communication relay or transmission facilities; towers, antennas (including amateur radio) and supporting structures 65 feet or more; wireless communications facilities as set forth in Chapter [18.61](#) SMC.
- b. Minor: minor public facilities including water booster pump stations and sewer lift stations.

19.20.020 Residential Districts

A. R4-8, Single-Family Residences. The intent of the R4-8 zoning district is to provide land for districts of detached, single-family homes within the city. The R4-8 zone provides for consistency and predictability in single-family neighborhoods. New subdivisions are required to produce ~~shall provide~~ a minimum of four dwelling units per net acre. The minimum number of units may be reduced based on the presence of critical areas.

1. Permitted uses in the R4-8 zone include the following: bed and breakfast inns (home business) (up to and including two guest rooms); churches or religious places of worship; day care, family day care homes (up to 12 charges); group homes (other), 12 or fewer persons; group homes for the functionally disabled (12 or fewer persons); residences, single-family; electric vehicle charging station – private.

2. Conditional uses in the R4-8 zone include the following:

a. Major. Day care centers (more than 12 charges); group homes for the functionally disabled (13 or more persons); electric vehicle charging station – public; mobile home and manufactured home parks consistent with Chapter 18.62 SMC; parks, playgrounds, recreation or community centers, swimming pools, public and private; schools, public; special needs housing; communication relay or transmission facilities; towers, antennas (including amateur radio), and supporting structures ~~65 feet or less~~; wireless communications facilities as set forth in Chapter 18.61 SMC; public safety sub-stations for police and fire protection; urban food gardens and farms between 20,000 square feet and 90,000 square feet in area.

b. Minor. Bed and breakfast inns (three to six guest rooms); nursing homes and congregate care facilities (up to 10 residents); minor public facilities including water booster pump stations and sewer lift stations; urban food gardens and farms under 20,000 square feet in area.

~~3. Special uses in the R4-8 zone include the following: communication relay or transmission facilities; parks, playgrounds, recreation or community centers, swimming pools, public and private; schools, public; towers, antennas, and supporting structures, including amateur radio towers, 65 feet or more, other than wireless communications facilities; electric vehicle charging station – public.~~

A. R4-8, Single-Family Residences. The intent of the R4-8 zoning district is to provide land for districts of detached, single-family homes within the city. The R4-8 zone provides for consistency and predictability in single-family neighborhoods. New subdivisions are required to produce a minimum of four dwelling units per net acre. The minimum number of units may be reduced based on the presence of critical areas.

1. Permitted uses in the R4-8 zone include the following: bed and breakfast inns (home business) (up to and including two guest rooms); churches or religious places of worship; day care, family day care homes (up to 12 charges); group homes (other), 12 or fewer persons; group homes for the functionally disabled (12 or fewer persons); single-family residences, detached; cottage housing per 19.40; electric vehicle charging station, private.

2. Conditional uses in the R4-8 zone include the following:

a. Major. Day care centers (more than 12 charges); group homes for the functionally disabled (13 or more persons); electric vehicle charging station – public; mobile home and manufactured home parks consistent with Chapter 18.62 SMC; parks, playgrounds, recreation or community centers, swimming pools, public and private; schools, public; special needs housing; communication relay or transmission facilities; towers, antennas (including amateur radio), and supporting structures; wireless communications facilities as set forth in Chapter 18.61 SMC; public safety sub-stations for police and fire protection; urban food gardens and farms between 20,000 square feet and 90,000 square feet in area; Life-Efficient Housing per 19.xx.

b. Minor. Bed and breakfast inns (three to six guest rooms); nursing homes and congregate care facilities (up to 10 residents); minor public facilities including water booster pump stations and sewer lift stations; urban food gardens and farms under 20,000 square feet in area.

19.xx Life-Efficient Housing

A. Life-Efficient Housing allows small-structure, alternative housing in small-scale, planned development within zones primarily intended for residential use. The following LEH developments are allowed in specified zones by Major Conditional Use Permit:

1. Cottage Housing: [Detached units; development site area: 1 acre minimum; 10 units per acre minimum density; plat design requires a common space for shared use; community building; unit size range from 800 sf min. to 1,500 sf max.; parking accommodated at the rear of each unit or in a dedicated parking area with or without cover]

2. Tiny Housing: [Detached units; development site area: 1 acre minimum; 15 units per acre minimum density; common space for shared use; community building; unit size range from 150 sf to 400 sf; parking accommodated at the rear of each unit or in a dedicated parking area with or without cover; connection to city utilities required for each unit.]

19.20.030 Commercial districts.

A. NB – Neighborhood Business. The intent of the NB zone is to allow retail sales and services routinely needed by neighborhood residents in locations that are convenient to access by walking and offer the potential to grow as mixed-use neighborhood centers including attached-unit residential development.

1. Permitted uses in the NB zone include the following: neighborhood retail sales (not including marijuana sales); professional and personal services; communication facilities and towers less than 30 feet high, including wireless communication facilities as provided for in Chapter 18.61 SMC; electric vehicle charging stations, public and private.

2. Conditional uses in the NB zone include the following:

b. Minor: bed and breakfast inns (three to six guest rooms); bed and breakfast inns (home business) (up to and including two guest rooms); espresso stands (drive-through).

B. CB – Community Business. The intent of the CB zoning district is to allow retail and service sector businesses that support community-wide needs for goods and services.

1. Permitted uses in the CB zone include the following: community retail sales; professional and personal services; public facilities and services; transient lodging; religious places of worship; communication facilities and towers, including those provided for in Chapter 18.61 SMC; electric vehicle infrastructure.

2. Conditional uses in the CB zone include the following:

a. Major: bars and taverns; day care centers with more than 12 charges; group homes (other), with 13 or more persons; essential public facilities and utilities; group homes for the functionally disabled with 13 or more persons; hospitals and sanitariums; nursing homes and congregate care facilities with over 10 residents; parks (neighborhood and larger), playgrounds, golf courses, recreation or community centers; special needs housing; swimming pools, public and private; communication relay or power transmission facilities, towers, antennas (including amateur radio) and supporting structures 65 feet or more, other than wireless communications facilities.

b. Minor: group homes (other), with 12 or fewer persons; group homes for the functionally disabled with 12 or fewer persons; nursing homes and congregate care facilities with up to 10 residents; minor public facilities such as water booster stations or waste water lift stations; mini-parks.

C. RC – Regional Commercial. The intent of the RC zone is to allow retail and service uses, primarily “big box” stores and national retailers, that serve the regional market that includes the entire North Olympic Peninsula.

1. Permitted uses in the RC zone include regional retail and services uses, including new vehicle sales; transient lodging; recycling, low intensity; bars and taverns; schools, private; theaters, excluding drive-in theaters; towers; antennas (including amateur radio) and supporting structures, 65 feet or less; wireless communications facilities as set forth in Chapter 18.61 SMC; veterinary hospitals; electric vehicle infrastructure.

2. Conditional uses in the RC zone include the following:

a. Major: bars and taverns; day care centers with more than 12 charges; essential public facilities and utilities; parks (neighborhood and larger), playgrounds, golf courses, recreation or community centers; special needs housing; swimming pools, public and private; communication relay or power transmission facilities, towers, antennas (including amateur radio) and supporting structures 65 feet or more.

b. Minor: group homes (other), with 12 or fewer persons; group homes for the functionally disabled with 12 or fewer persons; nursing homes and congregate care facilities with up to 10 residents; minor public facilities such as water booster stations or waste water lift stations; mini-parks.

D. HC – Highway Commercial. The intent of the HC zone is to meet the needs of tourists and other transient visitors by providing a range of lodging, restaurants, and tourist service facilities such as fuel stations at the primary accesses to the city at US 101 interchanges.

1. Permitted uses in the HC zone are transient lodging, restaurants including fast food, fuel stations with or without convenience stores, tourism information facilities.

2. Conditional uses in the HC zone include the following:

a. Major: communication relay or power transmission facilities, towers, antennas (including amateur radio) and supporting structures 65 feet or more.

b. Minor: minor public facilities such as water booster stations or waste water lift stations; mini-parks.

E. HC/W – Heavy Commercial / Warehouse. The intent of the HC/W zone is to allow heavy commercial and warehouse uses for business activities that are incompatible with the community’s predominant residential and other commercial uses, yet still necessary functions within a small city.

1. Permitted uses in the HC/W zone include contractor facilities; wholesale / warehouse facilities; light product assembly and distribution; truck stop / terminal; fuel storage and distribution; public works facility; power distribution station.