SULTAN CITY COUNCIL
AGENDA ITEM COVER SHEET

ITEM NO: D-1

DATE: May 29, 2008

SUBJECT: City Hall Parking Lot

CONTACT PERSON: Deborah Knight, City Administrator D. Knight

ISSUE:

The issue before the City Council is to discuss a request by the Mayor to consider developing the city owned property to the north of city hall on Alder Street as a parking lot (parcel #00588800601201)

STAFF RECOMMENDATION:

1. Review the Mayor's request.
2. Direct staff to research additional information for developing the property if appropriate.
3. Discuss including capital improvements to the property in the 2009 Capital Budget.

SUMMARY:

The City purchased the Howe/Hill property to the north of city hall (Attachment A) on November 9, 2006. The City has considered a number of alternative uses for the property including parking and modular offices. The property was purchased for $60,000. Snohomish County estimates the market value at $90,000.

The Mayor would like the Council to discuss developing the property into additional parking for city staff, visitors and customers.

The Council will want to keep in mind the cost to prepare and construct a parking lot according to city code and state standards. Section 16.60.120 is provided as a starting point. There may be other code requirements that apply.

RECOMMENDED ACTION:

1. Review the Mayor's request.
2. Direct staff to research additional information for developing the property if appropriate.

3. Discuss including capital improvements to the property in the 2009 Capital Budget.

ATTACHMENT

A – Information on parcel #00588800601201
B – Development and maintenance of off-street parking areas

Attachment A

Vacant Land Agent Detail Report

of 09/07/05 at 1:25pm

5132692 XXX E Alder St | Sultan | 98294 | Snoh | ST:Active | LP: 85,000

LT: LOT C BLK: 2 COM: Sultan Town PRJ:

AR: 750 TAX: 00000
MAP: 440 GRD: D-6 Internet: Yes Financing:
DD: Hwy 2 eastbound to Sultan. Turn left on 4th Street and left again on Alder, the property is on the left.

OLP$ 85,000
SP$
OMD:
LD: 09/06/05
XD: 12/31/05
SLDT:

LO: RE/MAX Northwest Realtors (ID: 6144) Phone: 425-481-8888
LAG: Brian P Blomster(ID: 26389) Phone:206-790-9642
CLO:
CLA:
SOC: 5%
PTO: Yes F17: Provided
OTVP: OCC: OWN: Joie Hill
OPH: 509-690-0800 OAD: Sultan, WA PHO:
POS: Closing Agt Fax: 425-487-3759
TXY: TX: SNR: No ATF:
TRM: Cash Out, Conventional
TER: STY: 40-Res-Less thn 1 Ac
ZJD: City RS2: Mobiles OK SKS: N QTR: SEC:
GZC: Commercial, Residential ZNR: Urban Center WRJ: City of Sultan

ACR: 0.117 LSF: 5100 LSZ: 50' x 100' WFG:
DOC:
WFT: LDE: Alley, Curbs, Paved Street, Sidewalk
VEW:
RD: North, South RDI: Paved
IMP: Cable TV Available, Fenced-Fully
FTR:
TPO: Level SLP: LVL:

WTR: In Street, Available SFA: ESM:
GAS: In Street STD: SUR:
ELE: In Street SEP: SDA: SST:
SWR: In Street SAP: SDD: SDX:

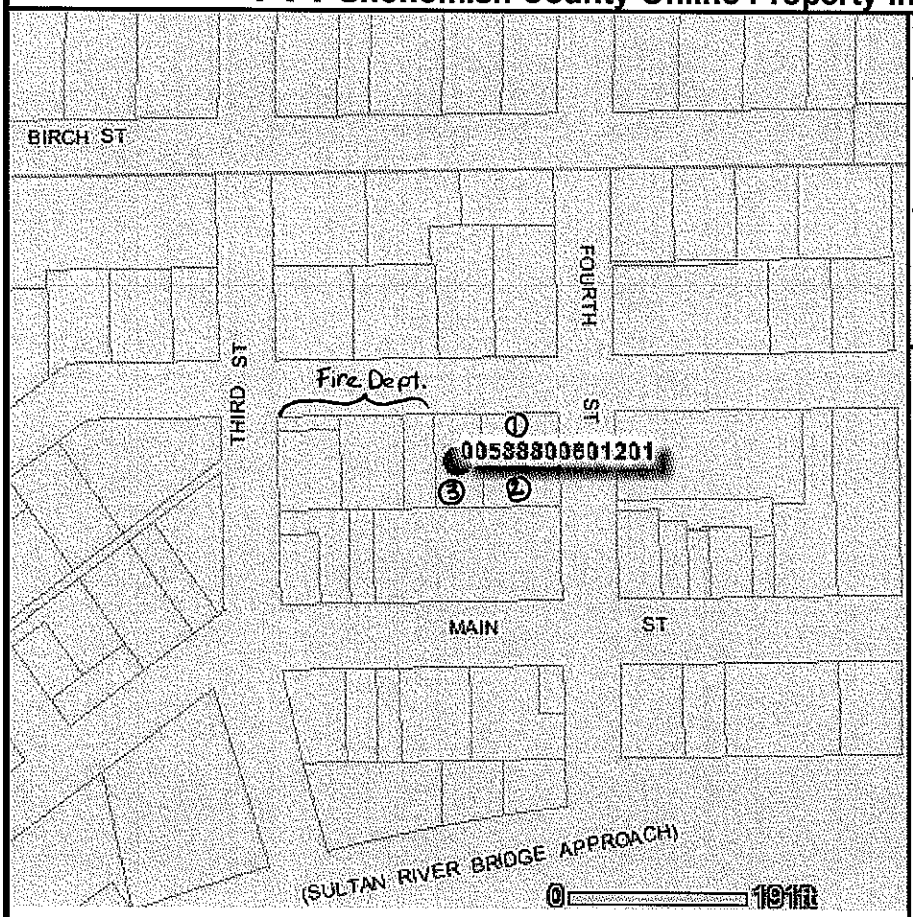
SD: Sultan EL: JH: SH:

Legal Description: Legal description in office

Agent Only Remarks: 'Urban Center' zoning does allow residential building, check with the City of Sultan. Information packet available via fax from Listing Agent.

Marketing Remarks: Approx. 5100 sf of land in downtown Sultan with two adjoining lots for sale as well. Zoned as 'Urban Center', see Agent Remarks. Lot is 50' x 100' with 50' fronting on Alder Street, other end fronts an alley. Great business opportunity for the self-starter or large corporation. Fantastic location, great price, endless possibilities!

Snohomish County Online Property Information



Legend
Street Names
Cities
Unincorporated County
Incorporated City
Tax Parcels
Rural Miles
Township/Range Grid
Section Grid
Major Waterbodies
Bays
Flats (tidal)
Lake or pond
Land surrounded by a body of water
Non-marine feature
Sand or gravel in open water
Stream
Airports

Disclaimer:
Snohomish County disclaims any warranty of merchantability or warranty of fitness of this data for any particular purpose, either express or implied. No representation or warranty is made concerning the accuracy, currency, completeness or quality of data depicted. Any user of this data assumes all responsibility for use thereof, and further agrees to hold Snohomish County harmless from and against any damage, loss, or liability arising from any use of this data.

Printed on: 5/23/2008

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Snohomish County Online Government Information & Services
Washington

* R E A L * Property Information

County Home Assessor Home Treasurer Home Information on which Department to contact

Please view Disclaimer

If you have questions, comments or suggestions, please Contact Us.

Date/Time:5/23/2008 2:47:59 PM

Answers to Frequently Asked Questions about Parcel Data (opens as new window)

Return to Property Information Entry page

Parcel Number **00588800601201** Prev Parcel Reference

View Map of this parcel (opens as new window)

General Information

Taxpayer Name || Address (contact the Treasurer if you have questions)

SULTAN CITY OF || PO BOX 1199 - - - SULTAN, WA 98294

If the above mailing address is incorrect and you want to make a change, see the information on Name and Address Changes

Owner Name || Address (contact the Assessor if you have questions)

SULTAN CITY OF || PO BOX 1199 - - - SULTAN, WA 98294

If the above name and address is incorrect due to a recent sale, please see the information on Name and Address Changes After a Sale

Street (Situs) Address (contact the Assessor if you have questions)

UNKNOWN - - - SULTAN, WA 98294

Parcel Legal Description

Section 05 Township 27 Range 08 Quarter NW - MAP OF SULTAN CITY (AMENDED) BLK 006 D-01 - TH W 17.60FT OF LOT 12 & ALL LOT 13 PER SNO CO SCC 05-4-00631-1 AKA PAR C OF SURV REC AFN 200511035010 BEING A PTN OF NW1/4 NW1/4

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Treasurer's Tax Information

Taxes For answers to questions about Taxes, please contact the Treasurer's office (opens as new window)

"Tax data not available"

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Assessor's Property Data

Characteristics and Value Data below are for 2008 tax year.

Please contact the Treasurer's office **for answers to questions about Taxes** (opens as new window)

For questions ONLY about property characteristics or property values (NOT taxes), please contact the Assessor's Office

Property

Values do not reflect adjustments made due to an exemption, such as a senior or disabled

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Values

persons exemption.
Reductions for exemptions are made on the property tax bill.

Tax Year	Market Land	Market Improvement	Market Total
2008	$90,000	$0	$90,000

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Valuation, Payment, and Property Tax History

View History (opens as new window)

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Property Characteristics

Tax Code Area (TCA) **00805** View Taxing Districts for this Parcel (opens as new window)

Use Code **910 Undeveloped (Vacant) Land**

Size Basis **ACRE** Size **0.12** (Size may include undivided interest in common tracts and road parcels)

Exemption **Government Property**

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Property Structures

No structures found for this parcel

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Property Sales since 7/31/1999

Explanation of Sales Information (opens as new window)

Sales data is based solely upon excise affidavits processed by the Assessor.

Transfer Date	Receipt Date	Sales Price	Excise Number	Deed Type	Grantor (Seller)	Grantee (Buyer)	Other Parcels
11/9/2006	11/17/2006	$65,000	110484	W	HILL JOIE LEE	CITY OF SULTAN	No
10/12/2005	10/19/2005	$0	570485	X	HOWE JAMES W ESTATE	HILL JOIE LEE	No

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Property Maps Township/Range/Section/Quarter, links to maps

Neighborhood **5104000** Explanation of Neighborhood Code (opens as new window)

Township **27** Range **08** Section **05** Quarter **NW** Find parcel maps for this Township/Range/Section

View Map of this parcel (opens as new window)

Attachment B

16.60.120 Development and maintenance of off-street parking areas.

For every parcel of land hereafter used, off-street parking shall be developed and maintained by the owner in accordance with the following requirements:

A. Minimum Distances and Setbacks. No part of any off-street parking area containing five or more vehicle spaces, shall be closer than 10 feet to any dwelling, school, hospital, or other institution for human care. If on the same lot with a principal structure, the parking area shall not be located within the front yard or side street yard setback area required for such structure.

B. Bumper Guard and/or Bollard Requirements. There shall be provided a bumper guard and/or bollard of either wood, metal or concrete not more than two feet in height and securely anchored into the ground on all sides of the parking area where there is required a protective fence or wall. Any required bumper guard and/or bollard shall be located at such distance so that automobiles will not strike the protective fence or wall. As an alternative, a concrete beam serving the same purpose may be provided.

C. Off-Street Parking Area Surfacing Requirements. Any off-street parking area containing more than five vehicle spaces shall be surfaced with an asphaltic, bituminous, cement, or other properly bound pavement so as to provide a durable and dustless surface, and shall be graded and drained so as to dispose of all surface water accumulation within the off-street parking area.

D. Lighting. Any lighting used to illuminate any off-street parking area shall be so arranged as to reflect the light away from adjoining premises used for residential purposes in any district.

E. Entrance, Exit, and Maneuvering Space. Vehicular drives providing entrance and exit to the street system from the off-street parking area shall have a minimum pavement width of 22 feet. This requirement shall not apply to single-family detached residences. The right turn radius on the side of the driveway exposed to entry or exit by right-turning vehicles shall be a minimum of 17 feet. Maneuvering areas shall be sufficient to permit vehicles to enter and leave the parking lot in a forward motion except for single-family detached dwelling units.

F. Other Design Requirements.

1. Off-street parking areas for all developments shall be designed so that sanitation, emergency, and other public service vehicles can serve such developments without the necessity of backing up unreasonable distances, or making other dangerous or hazardous turning movements.

2. Circulation areas for off-street parking lots shall be designed so that vehicles can proceed safely without posing a danger to pedestrians or other vehicles, and without adversely interfering with the normal functioning of the parking lot.

3. The parking spaces shall be appropriately demarcated with painted lines or other markings.

4. Off-street parking areas shall be properly maintained in all respects. They shall be kept in good condition (free from pot holes, etc.) and parking space lines or markings shall be kept clearly visible and distinct.

5. Handicapped parking spaces shall be provided in all required off-street parking areas, at a rate of two percent of the total required parking spaces, but in no case less than one space, and adequately posted to be in conformance with all appropriate federal and state laws.

6. No speed-bumps shall be installed within 100 feet of the point of access from the off-street parking lot to the street. (Ord. 630 § 2 [16.10.030(12)], 1995)

16.60.130 Plan requirement.

A plan shall be submitted to the building and zoning official with every development permit application for any building or use that is required to provide off-street parking and loading. The plan shall accurately depict the required number and location of parking space, other spaces in excess of the requirements, access aisles, driveways, vehicle turn-around or backup areas, areas designated for trash collection, off-street loading spaces (if required), the distance of the off-street parking facilities to the structure or uses they are intended to serve, as well as the relationship of the parking lot to the street system into which the motor vehicles utilizing the parking areas will discharge. (Ord. 630 § 2[16.10.030(13)], 1995)

16.60.140 Minimum required off-street parking spaces.

The minimum number of required off-street parking spaces shall be determined from the following table, except for the provisions enumerated in SMC 16.60.110. Requirements for any use not specifically mentioned shall be the same as the use most similar to the one sought. When units of measurement determining the required off-street parking spaces result in a fractional space, then such fraction equal to or greater than one-half shall be interpreted as one off-street parking space.

TABLE OF OFF-STREET PARKING REQUIREMENTS	
Use	**Parking Requirement**
RESIDENTIAL DEVELOPMENT	
Single-Family Dwelling Units	2 spaces per dwelling unit
Two-Family Dwelling Units	2 spaces per dwelling unit, except that one-bedroom units shall require 1 space per unit
Attached Housing	2 spaces per dwelling unit, except that one-bedroom units shall require 1 space per unit
Multiple-Family Dwelling Units	1 space per one-bedroom unit and 2 spaces for each two- to four-bedroom unit 3 spaces for each five-bedroom or larger unit
Residential Treatment Facilities	3 spaces for each 5 beds, except for uses exclusively serving children under 16 years of age, in which case 1 space for every 3 beds shall be required
Boarding/Rooming Houses	1 space per bedroom
Barracks	1 space for each 5 beds
Dormitories	1 space for each 4 beds
Hotels and Similar Uses Providing Overnight Accommodation	1 space for each room available for rent, plus 1 space for each 2 employees working at any one time

RETAIL COMMERCIAL ESTABLISHMENTS	
Convenience Stores	1 space per 150 square feet of gross floor area
Grocery Stores/Super Market Drug Store/General Merchandise	1 space per 150 square feet of gross floor area
Other Retail Sales Establishments	1 space per 400 square feet of gross floor area
Eating and Drinking Places (no Drive-In or Fast Food)	1 space per 200 square feet of gross floor area
Drive-In or Fast Food Restaurant	1 space per 400 square feet of gross floor area
Auto Service Station	1 space per 200 square feet of gross floor area, plus sufficient space to accommodate vehicles at pumps without interfering with other parking spaces
Auto Repair/Maintenance/Tire Replacement	1 space per 200 square feet of gross floor area
Auto Sales (Display/Showroom Area Only)	1 space per 1,000 square feet of gross floor area
BUSINESS/PROFESSIONAL OFFICES/BANKS	1 space per 250 square feet of gross floor area, plus 1 space for every 4 employees
EDUCATIONAL FACILITIES	
Preschools/Day Care	1 space per classroom, plus 1 space for each 10 students (based on the rated capacity of the facility)
Elementary and Middle Schools	1.75 spaces per classroom, plus 1 space for each 8 students (based on the rated capacity of the facility)
Secondary Schools	5 spaces per classroom, plus 1 space for each 5 students (based on the rated capacity of the facility)
Business/Trade/Vocational	1 space per 200 square feet of gross floor area
PUBLIC AND INSTITUTIONAL FACILITIES	
Hospitals/Health Care Facilities	1 space per bed, or 1 space per 250 square feet of gross floor area, whichever is greater
Nursing, Rest, Convalescent Homes	1 space per bed
Post Offices	1 space per 50 square feet of gross floor area
Government Offices/Courthouses	1 space per 250 square feet of gross floor area
Public Safety Facilities	1 space per 200 square feet of gross floor area
Houses of Worship/Places of Assembly	1 space for every 4 seats (fixed seating)

Libraries	1 space per 500 square feet of gross floor area
RECREATIONAL FACILITIES	
Parks and Recreational Areas	1 space per 5,000 square feet of land area
OTHER FACILITIES/ DEVELOPMENT	
Restricted Limited Manufacturing (new facility on vacant or cleared land)	1 space for every 2 employees on maximum shift, or 1 space per 400 square feet of gross floor area, whichever is greater.
Restricted Limited Manufacturing (conversion of existing improvements)	As practicable on the available lot, up to the greater of 1 space for any 2 employees on maximum shift or 1 space per 400 square feet of gross floor area. The acquisition of new or additional land shall not be required.[1]
Veterinarians/Kennels/Animal Hospitals	1 space per 300 square feet of gross floor area
Health Care Facilities	1 space for each 200 square feet of gross floor area
Museums/Art Galleries	1 space for each 300 square feet of floor area open to the general public
Dry Cleaners/Laundromat	1 space per 200 square feet of gross floor area
Manufacturing/Assembling/ Fabrication Operation	1 space for every 2 employees on maximum shift, or 1 space per 400 square feet of gross floor area, whichever is greater
Greenhouse/Nursery Operations	1 space per 1,000 square feet of lot area used for storage, display, or sales, plus 1 space per 400 square feet of gross floor area
Warehousing/Storage/Wholesale	1 space for every 2 employees on maximum shift, but not less than 1 space per 2,000 square feet of gross floor area

[1] However, if the hearing examiner finds the proposed conditional use request may substantially reduce the existing parking for adjacent land uses in the neighborhood, additional off-street parking may be required to mitigate this impact.

(Ord. 792-02 § 1; Ord. 630 § 2[16.10.030(14)], 1995)

16.60.150 Off-street loading space requirements.

A. On the same premises with every building, structure or part thereof erected and occupied for manufacturing, storage, warehousing, goods display, department store, wholesale store, retail sales outlet, hotel, hospital, mortuary, laundry, dry cleaning, or other uses similarly involving the receipt and distribution of vehicles, materials, or merchandise, there shall be provided and maintained on the lot adequate space for standing, turning, loading and unloading services to avoid interference with the public use of the streets and alleys.

Each such loading and unloading space shall be an area at least 12 by 50 feet with a 15-foot height clearance, and shall be provided as specified below for gross nonresidential (hotel rooms shall be defined as residential floor area for the purposes of this requirement) floor area, except that:

1. No spaces are required for structures with less than 10,000 square feet of gross floor area.

2. One space is required for structures with more than 10,000 but less than 20,000 square feet of gross floor area.

3. Additional off-street loading spaces shall be provided at a rate of one space for each additional 20,000 square feet or increment thereof.

4. No more than seven loading spaces shall be required, except for warehouse and industrial buildings.

B. Loading and unloading areas shall be so located and designed that the vehicles intended to use them can maneuver safely and conveniently to and from the roadway serving the property, and the loading/unloading operations can be completed without obstructing or interfering with any roadway traffic or any off-street parking space or parking lot aisle.

C. No area allocated to loading/unloading facilities may be used to satisfy the area requirements for off-street parking, nor shall any portion of any off-street parking area be used to satisfy the area requirements for off-street loading/unloading facilities.

D. For restricted limited manufacturing (conversion of existing improvements) off street loading space shall only be required as specified in subsection A of this section to the extent practicable on the available lot. The acquisition of new or additional land shall not be required. (Ord. 792-02 § 2; Ord. 630 § 2[16.10.030(15)], 1995)