

**DISCUSSION DRAFT**  
**PUBLIC AND INSTITUTIONAL ZONE**  
**CITY OF SULTAN PLANNING BOARD**  
**FEBRUARY 17, 2009**

**16.12.070 Public and Institutional Zone.**

**A. Purpose.**

The purpose of the Public/Institutional zone (P/I) is to provide and protect properties devoted to public and semi-public uses and uses providing social and physical services to the Sultan community. The zone is applicable to property owned or managed by governmental agencies, districts, or quasi-public service agencies.

This purpose is accomplished by:

1. Providing a zone in which uses serving public needs may be located with attention to the specific needs of such uses
2. Limiting residential and privately owned operations
3. Protecting adjacent properties from potential impacts of public uses.
4. Placement of this zone on properties designated by the Comprehensive Plan to be public and/or institutional, such as schools, government facilities, social services, hospitals, libraries, utilities, etc.

**B. Permitted Uses.**

1. Public agency office
  - a. City Hall
  - b. School District Office
  - c. Fire District Office
  - d. Police Office and Dispatch Operations
  - e. Quasi-public social service organization office
  - f. Public Utility Office, and Dispatch Facility
2. Public Agency Support Facility
  - a. Archive Buildings
  - b. Inside storage
  - c. Parking Lots/ Parking Structures
  - d. Small-scale Communication towers and antennas
  - e. Public Information Kiosks and similar facilities for public posting of official communications
3. Public Parks, Playgrounds, Ball Fields (without large scale area lighting)
4. Nature Preserves
5. Public Access Trails and Interpretive Facilities, Wildlife Exhibit
6. Court Buildings
7. Public Stormwater management facilities
8. Public or quasi-public schools fewer than 15 students
9. Public Agency Animal Control Facility
10. Expansion of Existing Water and Wastewater Treatment Facilities
11. Public Agency Training Facility
12. Public Transit Facilities including Bus Stop, Transfer Station, Park & Ride Lot"
13. School Bus Base or Transfer Facility

14. Hospital
15. Public & Agency Medical Clinic
16. Library

C. Conditional Uses.

1. Large-scale communication towers and antennas for public or private use
2. Public Parks, Playgrounds, Ball Fields when developed with large-scale area lighting,
3. Public or quasi-public schools more than 15 students including Junior College, College, or University
3. Placement of large scale area lighting in existing Public Parks, Playgrounds, Ball Fields
4. Public Agency utility yards and similar large-scale outside storage facilities
5. Private Stormwater management facilities as part of a new subdivision or planned unit development proposal
6. Airport, Heliport
7. Jail
8. Stadium, Arena
9. Fairground
10. Secure Community Transitional Facilities
11. Zoo

D. Development and Design Standards.

Many of the uses in the Public/Institutional Zone are unique in the way that they use land and in the way that they affect neighboring properties. Many Public/Institutional uses are also subject to federal, state, and regional development and design standards that are beyond the influence of local zoning codes. In recognition of these realities, development and design standards for such uses will be implemented in this code through the following:

1. Prior to filing an application for a use in the P/I zone, the applicant shall schedule a pre-application conference as provided in SMC 16.10.060 B.
  - a. The applicable administrative procedures and development standards shall be discussed.
  - b. It shall be the responsibility of the applicant agency or organization to provide information on all known applicable Federal or State standards that affect land use issues such as required land area, parking, height requirements, noise, light, and transportation.
  - c. The director shall prepare a letter summarizing the City's understandings of the meeting within 10 days of the meeting.
2. Development standards applicable to a P/I proposal shall be applied according to the following which are listed in hierarchical order:
  - a. Federal standards that over-ride local and state standards
  - b. State standards that over-ride local standards
  - c. All applicable standards of the SMC including but not limited to the following:
    - i. State Environmental Policy Act procedures if applicable
    - ii. Subdivision regulations if land is being divided
    - iii. Shoreline and Critical Areas Codes if applicable

- iv. Flood Management Codes if applicable
  - v. Stormwater Management Codes
  - vi. Concurrency Management Standards and applicable impact and mitigation fees.
- d. Setbacks: Where a proposed P/I use is adjacent to a residential district, the yard setbacks provided by that residential district shall constitute the minimum setback standards for the P/I use. Setbacks shall be increased from the minimum based on the project review process including the State Environmental Policy Act submittal and environmental and design review standards.
- e. Lot Size: Land areas required for a proposed use in the P/I zone shall be based on the proposed use and its need for:
- i. Area necessary to accommodate the use and all ancillary land uses that are normally and customarily provided in conjunction with the principal use, or as required by federal or state standards in excess of the SMC requirements.
  - ii. Setback from adjacent property for light, noise, building height, and other performance and spill-over considerations.
  - iii. Vehicle parking and maneuvering requirements. The standards of the SMC shall be the minimum requirement. Additional parking and maneuvering areas shall be provided as required by proper engineering design of the facility and/or federal or state standards that exceed the SMC requirements.
  - iv. Provision of all required environmental performance standards including but not limited to critical areas protection standards, stormwater management, and related requirements.

E. Initial Placement of Public/Institutional Zone.

1. When the P/I zone is first placed on the Official Zoning Map, it shall be placed by legislative action of the City Council on behalf of the City and all districts, agencies, and quasi-public entities that engage in services covered by the P/I zone. This includes, but is not limited to:
  - a. City-owned buildings, service facilities, treatment plants, parks and open space, and other City operated/managed facilities.
  - b. School District facilities including schools, administration facilities, play fields, stadiums, and undeveloped land owned by the District for future development.
  - c. Fire District facilities including fire stations, administration facilities, training facilities, and undeveloped land owned by the District for future development.
  - d. City-owned property leased or managed by quasi-public service agencies.
  - e. Property owned or managed by quasi-public service agencies that choose to have their property included in the P/I zone.

F. Placement of the P/I zone after initial placement.

1. When a government agency, district, or quasi-public service agency wishes to place the P/I zone on property that was not so zoned in the initial legislative

process described in E. above, the agency shall apply for a Comprehensive Plan Map and Zone Map amendment as provided for in the amendment sections of those documents. This is a mechanism to provide notice to the community and neighboring property owners that the current zoning and use of the property for typical private uses allowed under existing zoning is proposed to change to public use.

G. Removal of property from the P/I zone.

1. When a governmental agency, district, or quasi-public service agency no longer intends to utilize its property zoned P/I and intends to place it on the market for purchase and use by the private sector, the agency shall be responsible to apply for a Comprehensive Map and Zone Map amendment to place the appropriate zone on the property. This is a mechanism to provide notice to the community and neighboring property owners that the intended public use of the subject property is no longer part of the agency's future plan.

H. Definitions.

1. Agency (Governmental Agency): Federal, State, County, or City government or unit or department thereof, constituted as such under the Constitution of the United States, or the State of Washington.
2. District: Port, School, Fire, Electric Power, or similar sub-municipal governmental taxing unit or service provider constituted as such under the Constitution of the State of Washington.
3. Quasi-Public Service Agency: Non-profit service entity governed by a board of directors operating under applicable Federal and/or State authorities to provide services and/or goods to the general public or to specific target populations.