Mayor Scott Korthuis

Council Members Gary Bode Ron De Valois Gerald Kuiken Nick H. Laninga Brent Lenssen Kyle Strengholt Mark Wohlrab



Online (Microsoft Teams) City Council Meeting 205 Fourth Street, Lynden, WA, 98264 December 21, 2020

Members of the public may join the city council meeting telephonically by dialing 1-253-948-9362. You will then be prompted to enter the Conference ID 214 282 474#. It is necessary to enter the # symbol after entering the numerals.

To join the city council meeting via computer please contact the city clerk at 360-255-7085 before 5 p.m. the day of the council meeting and provide an email address so a meeting invitation can be emailed to you.

If you would like to speak before council, please contact the city clerk before 12:00 noon on Thursday prior to the council meeting so that you can be added to the agenda. The time allotted to speak is up to 4 minutes. You can speak to any topic that is not on that night's agenda. Unscheduled public comments will not be taken at council meeting until further notice.

Call to Order

Pledge of Allegiance

Roll Call

Oath of Office

Approval of Minutes

1. Draft Council Minutes- December 7, 2020

Items from the Audience Scheduled

Unscheduled (20 Minutes)

Audience members may address the Council on any issue other than those scheduled for a public hearing or those on which the public hearing has been closed. Prior to commenting please state your name, address, and topic. Please keep comments under 4 minutes.

Consent Agenda

- 2. Approval of Payroll and Claims
- 3. Award Bid for Fire Station Renovation
- 4. Re-Appointment of Mike Kooy to the Design Review Board
- 5. Resolution No.1026 Approve the 2021 Updated Engineering Design and Development Standards Project Manual

Public Hearing

- 6. Public Hearing Ordinance No. 1613- Vacate Application 20-02
- 7. Public Hearing for Ordinance No. 1610 2020 Park and Trail Master Plan Update

Unfinished Business

New Business

- 8. Resolution No. 1028 Amendment to the County-wide Planning Policies
- 9. Consideration of the final plat approval for the Young's Long Plat

Other Business

- 10. Public Safety Draft Minutes- December 3, 2020
- 11. Draft-Public Works Committee Meeting Minutes December 16, 2020
- 12. Calendar

Executive Session

Adjournment

EXECUTIVE SUMMARY



Meeting Date:	December 21, 2020)
Name of Agenda Item:	Draft Council Minut	es- Regular Meeting
Section of Agenda:	Approval of Minutes	6
Department:	Administration	
Council Committee Review:		Legal Review:
□ Community Development □	Public Safety	Yes - Reviewed
□ Finance □	Public Works	No - Not Reviewed
□ Parks □	Other: N/A	Review Not Required
Attachments:		
Draft Council Minutes- Regular Meeting		
Summary Statement:		
Draft Council Minutes- Regular Meeting		
Recommended Action:		
For Council review.		



CITY COUNCIL MINUTES OF REGULAR MEETING



December 7, 2020

1. CALL TO ORDER

Mayor Korthuis called to order the December 7, 2020 regular session of the Lynden City Council at 7:00 p.m. held through an online web-based meeting platform (Microsoft Teams).

ROLL CALL

Members present: Mayor Scott Korthuis and Councilors, Ron De Valois, Brent Lenssen, Nick Laninga, and Kyle Strengholt.

Members absent: Councilors Gary Bode and Jerry Kuiken were absent with notice.

Staff present: Finance Director Anthony Burrows, Fire Chief Mark Billmire, HR Manager Kim Clemons, Parks Director Vern Meenderinck, Planning Director Heidi Gudde, Police Chief Steve Taylor, Public Works Director Steve Banham, City Clerk Pam Brown, City Administrator Mike Martin, and City Attorney Bob Carmichael.

OATH OF OFFICE- None

APPROVAL OF MINUTES

Councilor De Valois moved and Councilor Laninga seconded to approve November 16, 2020 regular council minutes as presented. Motion approved on a 5-0 vote.

ITEMS FROM THE AUDIENCE

Scheduled-None

Unscheduled- None

2. CONSENT AGENDA

<u>Payroll information is unavailable at this time because of the finance department's</u> <u>transition to a new payroll system (Caselle)</u>







Approval of Claims – December 8, 2020

Manual Warrants No.	20812	through	20817		\$115,062.12
EFT Payment Pre-Pays					\$1,120,760.21
				Sub Total Pre-Pays	\$1,235,822.33
Voucher Warrants No.	<u>20819</u>	through	20848		
					\$159,965.55
EFT Payments					<u>\$0.000</u>
				Sub Total	\$159,965.55
				Total Accts. Payable	\$1,395,787.88

Ordinance No. 1614-Parks Nuisance

Interlocal Agreement- Whatcom Conservation District Finds of Fact for the Kamm Creek MPRD, Application 20-02 Appointment of Laura Burford to the Design Review Board Set the Public Hearing for Ordinance No. 1613 – Vacate Application 20-02

Councilor Laninga moved and Councilor Strengholt seconded to approve the Consent Agenda. Motion approved on a 5-0 vote.

3. PUBLIC HEARING

Final Public Hearing on the 2021 Budget

As published, 7:00 p.m. on December 7, 2020 is the time and date set for the Final Public Hearing on the 2021 Budget as presented to the City Council by Mayor Korthuis at the October 19th City Council meeting.

Mayor Korthuis opened the Public Hearing at 7:04 p.m.

There were no public comments received.

Mayor Korthuis closed the Public Hearing at 7:04 p.m.

Public Hearing only, no action taken for this item.

CITY COUNCIL MINUTES OF REGULAR MEETING



Public Hearing for Revisions to the Project Manual for Engineering Design and Development Standards

The Project Manual for Engineering Design and Development Standards was adopted by City Council on April 5, 2004 and was updated in November 2006 and November 2010. These standards are required by the City's Growth Management Act and include street, water, sewer, and storm drainage standards. The manual also addresses access issues, permitting processes and procedures, and includes various forms necessary in the development process.

In response to inquiries, changes in technology, and the direction of various City Committees, additions, deletions and/or clarifications have been made to the Project Manual for Engineering Design and Development Standards. The Public Works Committee reviewed the updates at their October 4, 2020 meeting and recommended that they be forwarded to City Council for consideration. Staff is now presenting proposed Resolution No. 1026 along with a list of revisions for Council review. The Public Hearing was scheduled for November 16, and numerous engineers and consultants were provided with the proposed updates and asked to provide comments. The Public Hearing was opened at the City Council meeting on November 16 and continued. The written comments received to date are included in the council packet item.

Mayor Korthuis opened the Public Hearing at 7:07 p.m.

There were no public comments received at the council meeting.

Mayor Korthuis closed the Public Hearing at 7:07 p.m.

Councilor De Valois moved and Councilor Strengholt seconded that City Council direct staff to make the necessary changes to Resolution No. 1026, Revisions to the Project Manual for Engineering Design and Development Standards to address Public comments and to bring the updated Resolution to City Council for approval. Motion approved 5-0.

Public Hearing for Ordinance No. 1612 – Vacate Application 20-11

Mark Groeneweg and John Vree, owners of the commercial property located at 701 Front Street have initiated the vacation of a portion of right-of-way located on the west side of 7th Street. The 5-foot strip of property to be vacated was originally dedicated toward right-of-way to accommodate the construction of a public sidewalk and four on-street parking stalls. These parking stalls were constructed by the adjacent property owner as a condition of a 2004 Parking Variance to reduce the number of required on-site parking spaces.

CITY COUNCIL MINUTES OF REGULAR MEETING



Recent City-initiated upgrades to 7th Street revised the intersection of 7th and Front Street to meet engineering standards. This resulted in the elimination of 2 of the 4 parking stalls in this location. It also revised the location of the adjacent public sidewalk so that the area originally dedicated in 2005 was no longer needed for public use. Property owners of 701 Front Street have subsequently made plans to construct 2 parking stalls on-site which will then be exclusively available their clients.

The vacate is needed to accommodate this on-site construction. Based on the assessor's value of the unimproved land the total value of the right-of-way to be vacated is \$3980.00. However, the Public Works Director is recommending waiving the assessment for the property due to the unique circumstances associated with the original dedication of the 5-foot strip of frontage. The draft of Ordinance 1612 is provided in council packet. The application for right-of-way and corresponding staff report is also provided.

Mayor Korthuis opened the Public Hearing at 7:10 p.m.

Mark Groeneweg spoke in favor of Ordinance No. 1612.

Mayor Korthuis closed the Public Hearing at 7:11 p.m.

Councilor Lenssen moved and Councilor De Valois seconded to approve Ordinance No. 1612 and the Mayor's signature on the document which vacates a portion of 7th Street and waives the payment assessed value due to the unique nature of the original dedication. Motion approved on a 5-0 vote.

4. UNFINISHED BUSINESS

Ordinance No. 1611- Adoption of the 2021 Budget

The Preliminary 2021 Budget was presented to the City Council by Mayor Korthuis at the October 19, 2020 City Council meeting. The first public hearing for the 2021 Budget was held on November 16, 2020. The final RCW required budget hearing was held earlier in the council meeting of December 7, 2020.

Ordinance No. 1611 represents the results of the budget process. Passage of this ordinance will finalize and adopt the 2021 budget; and which is in compliance with RCW deadlines. The Finance Committee has been presented with this information for their review throughout the budget process, as has Council.

Councilor Strengholt moved and Councilor Lenssen seconded to approve Ordinance No. 1611, 2021 Budget and authorize the Mayor's signature.

CITY COUNCIL MINUTES OF REGULAR MEETING



Councilor Lenssen moved and Councilor Strengholt seconded to amend the 2021 Budget motion to include a Parks Maintenance Supervisor position, add \$40,000 to the 2021 Budget and remove three Seasonal Parks positions from the 2021 Budget. Motion approved 5-0.

Councilor Strengholt moved and Councilor Lenssen seconded to approve Ordinance No. 1611, 2021 Budget with the above approved amendment and authorize the Mayor's signature. Motion approved 5-0.

5. NEW BUSINESS - None

6. OTHER BUSINESS

Council Committee Updates

Councilor Wohlrab for the Public Safety Committee reported discussion of:

- Discussion of releasing Lynden's biologic COVID information gathered through testing of wastewater
- Lynden Watch program participation continues to grow
- Public Safety OT hours were down in September
- Fire Department call report
- Assistant Chief Hatley leaves for another position on December 11, 2020
- Eastside Fire Academy went well, 3 more volunteers added to Lynden Fire Dept.
- Fire Station remodel bids open tomorrow, crew moving to temporary housing site on Badger Road the first week of January
- Police call report showed several areas where the number of calls had decreased
- Chief Taylor gave report on the officers assaulted at the fair grounds
- Police officers participated in No Shave November to raise funds for a cancer fundraiser
- COVID items are in stock and ready for any uptick in cases

Mayor Korthuis thanked Lynden Police Department staff and Lynden Chamber Director Gary Vis for the work on the Lighted Christmas Parade. Although there were issues with traffic it was a wonderful event.

Councilor Lenssen thanked Laura Burford for her willingness to serve on the Design and Review Board and to also thank Mr. Denny VanderVelden for his years of service to our community serving on the Design and Review Board.



CITY COUNCIL MINUTES OF REGULAR MEETING



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7. EXECUTIVE SESSION

Council did not hold an executive session.

8. ADJOURNMENT

The December 7, 2020 regular session of the Lynden City Council adjourned at 7:29 p.m.

Pamela D. Brown, MMC City Clerk Scott Korthuis Mayor

EXECUTIVE SUMMARY



Meeting Date:	December 21, 2020	
Name of Agenda Item:	Approval of Payroll and	Claims
Section of Agenda:	Consent	
Department:	Finance	
Council Committee Revie	ew: Legal Review:	
□ Community Development	Public Safety	□ Yes - Reviewed
🛛 Finance	Public Works	No - Not Reviewed
Parks	□ Other:	Review Not Required
Attachments:		
None		
Summary Statement:		
Approval of Payroll and Claims		
	Recommended Action:	
Approval of Payroll and Cla	aims	

EXECUTIVE SUMMARY



Meeting Date:	December 21, 2020	
Name of Agenda Item:	Award Bid for Fire Station Renova	ition
Section of Agenda:	Consent	
Department:	Public Works	
Council Committee Revi	acil Committee Review: Legal Review:	
Community Developme	ent 🛛 🖾 Public Safety	□ Yes - Reviewed
⊠ Finance	🛛 Public Works	□ No - Not Reviewed
□ Parks	□ Other:	⊠ Review Not Required
Attachments:		

1) Certified Bid Tabulation

2) King Architecture - Recommendation to Award

Summary Statement:

Staff recently solicited bids for the Fire Station Renovation project. This project involves renovations of the existing 6,435 square foot main floor fire station and the addition of a new 2,147 second floor. Main floor work consists of seismic retrofits for the apparatus bays, new exercise room, and major renovations to offices, day room and kitchen. Upper floor addition consists of a living room, seven dorm rooms and four individual toilet/shower rooms. Work in the basement includes the addition of a new exterior entry door and enclosed stair to grade. Eight bids were received on December 8, 2020. King Architecture prepared the attached Bid Tabulation.

Monthly project updates and the plan set prepared by King Architecture have been presented and discussed with the Public Safety Committee since October 2019. The 2021 Capital Outlay Schedule line item for Fire Station Remodel was reviewed by the Public Safety and Finance Committees, with final City Council approval on December 7, 2020. At the December 16, 2020 meeting, the Public Works Committee was advised of the bids and concurred to recommend award to Roosendaal-Honcoop Construction, Inc., the lowest responsive and responsible bidder, in the amount of \$1,954,900.00 base bid and \$27,000.00 Alternate No. 1 (Provide Slide Pole Assembly), for a total of \$1,981,900.00 not including Washington State Sales Tax. King Architecture has provided the attached Recommendation to Award.

The project is slated for the January 5, 2021 Design Review Board meeting.

Recommended Action:

That City Council award the contract for the Fire Station Renovation project to Roosendaal-Honcoop Construction, Inc. in the amount of \$2,154,325.30, including Washington State Sales Tax, and authorize the Mayor to sign the contract.

14 December 2020



City of Lynden Public Works Department Steve Banham, Public Works Director 300 4th Street Lynden, WA 98264

Re: Lynden Fire Station Renovation Project No. 2020-08 Contractor award recommendation

Dear Steve,

We are very pleased to present our recommendation to award general contracting services for the Lynden Fire Station Renovation Project No. 2020-08.

Per the attached bid tab, you will see that on December 8th 2020 we opened bids for the above mentioned project, and received (8) bids, of which (7) could be considered responsive, as Valdez construction did not submit their sub-contractor's list within 1 hour of the bid opening. We were very pleased with the results of the bidding. The engineers estimate for Base bid and alternate #1 was \$2,207,745. The bids ranged from low bid of \$1,981,900 to highest bid of \$2,434,408.

The apparent low responsive bid was from Roosendaal – Honcoop Construction Inc. (R&H) in the amount of: Base bid \$1,954,900 & Alternate bid #1 \$27,000, for a total of \$1,981,900 (not including WSST).

On December 9th I spoke to Gary Honcoop, president of R&H and he was very pleased that they were the apparent low responsive bidder. When asked if there was any concern with his bid presented there was an unequivocal response in the negative. Gary was very comfortable with their estimate.

Our experience with R&H on past construction projects has been very good. They are a local well known construction company and have no doubt they have the abilities to complete this project. I also spoke to Gary about the sub-contractors they listed. For Plumbing and Mechanical – Blythe. For Electrical - McKinstry and Fire Sprinklers – Columbia Fire. We are familiar with Blythe for the plumbing and mechanical work and likewise have had good experiences with them on past projects. We are unfamiliar with Columbia Fire, however Gary with R&H has worked with them on several projects, and they have performed well on all projects. We are also unfamiliar with McKinstry for electrical. R&H also has no experience with them. This information was relayed to you. In turn you called the city of Bellingham Public Works Department, per your email on 12/11/20, and they have been very satisfied with the electrical work that McKinstry has done on city of Bellingham projects, and that they were responsive and provided good quality work.

With this, we can recommend that the City of Lynden award the project to Roosendaal – Honcoop Construction Inc. as the lowest responsive and responsible bidder for the Lynden Fire Station Renovation Project No. 2020-08.

Sincerely,

Tim Faber, Project Architect King Architecture

KING ARCHITECTURE LLC . 401 Harris Avenue . Fairhaven Station . Suite 100 . Bellingham, WA 98225 . P: 360.647.KING (5464) E-mail: admin@king-architecture.com Website: www.king-architecture.com

BID TAB

Lynden Fire Station Renovations Project #2020-08

City of Lynden

King Architecture LLC

BID DATE: December 8, 2020

Bid Submittal Time:

<u>3:00 p.m.</u>

GENERAL CONTRACTOR:	Colacurcio	Dawson	Diverse	Tiger Const.	Patriot
Bid Proposal Signature & Addendum Acknowledgment	×	×	×	х	×
Sub-Contractor list	×	×	×	х	×
Bid Bond	×	×	×	х	×
LUMP BASE BID	\$2,061,000.00	\$2,124,000.00	\$2,035,000.00	\$2,230,000.00	\$2,390,194.00
Alternate No. 1 Provide slide pole assembly	\$24,000.00	\$22,800.00	\$24,793.00	\$3,000.00	\$44,214.00
Plumbing	Delk's Plumbing	Delk's Plumbing	Blythe Mech.	Blythe Mech.	Delk's Plumbing
Electrical	Mckinstry	Mckinstry	Scott Electric	Scott Elecrtic	Scott Electric
HVAC	Barron Heating	DK System	Blythe Mech.	Blythe Mech.	Barron Heating
Fire Sprinkler	Commercial Fire	Commercial Fire	Commercial Fire	Columbia Fire	Commercial Fire

Apparent Low Bidder

GENERAL CONTRACTOR:	R & H Const.	Faber Const.	Valdez	Engineer's Estimate	
Bid Proposal Signature & Addendum Acknowledgment	×	×	×		
Sub-Contractor list	×		×		
Bid Bond	×	×	×		
LUMP BASE BID	\$1,954,900.00	\$2,121,000.00	\$2,179,000.00	\$2,164,245.00	
Alternate No. 1					
Provide slide pole assembly	\$27,000.00	\$26,000.00	\$31,850.00	\$43,500.00	
Plumbing	Blythe Mech.	Blythe Mech.			
Electrical	Mckinstry	Primac			
HVAC	Blythe Mech.	Blythe Mech.			
Fire Sprinkler	Columbia Fire	Commercial Fire			

EXECUTIVE SUMMARY



Meeting Date:	December 21, 2020	
Name of Agenda Item:	Re-Appointment of Mike Kooy to	the Design Review Board
Section of Agenda:	Consent	
Department:	Planning Department	
Council Committee Revi	ew:	Legal Review:
Community Developme	ent 🛛 Public Safety	□ Yes - Reviewed
Finance	Public Works	No - Not Reviewed
Parks	□ Other:	Review Not Required
Attachments:		
None		
Summary Statement:		
 Mike Kooy has completed his first 4-year term with the Design Review Board and has agreed to serve an additional term. Mike has been a great member of the Design Review Board and brings expertise in real estate, engineering and land development. Appointments to the Design Review Board are made by the Mayor and confirmed by the City Council. It is the Mayor's recommendation that Mike Kooy be reappointed to the Design Review Board for a new 4-year term beginning January 2021 through December 2024. 		
term beginning January 2021 through December 2024. Recommended Action:		
Motion to confirm the reappointment of Mike Kooy to the Lynden Design Review Board for a term beginning January 2021 through December 2024.		

EXECUTIVE SUMMARY - City Council



Meeting Date:	December 21, 2020	
Name of Agenda Item:	Ordinance No. 1026 – Approve the 20 Design and Development Standards F	
Section of Agenda:	Consent	
Council Committee Rev	Council Committee Review: Legal Review:	
Community Developm	ent	☑ Yes - Reviewed
Finance	🛛 Public Works	□ No - Not Reviewed
□ Parks	□ Other:	□ Review Not Required
Attachments:		
Resolution No. 1026		
Summary Statement:		
A Public Hearing was opened on November 16 and continued to December 7 to allow public comments regarding revisions to the City's Design and Development Standards Project Manual. At the December 7 meeting written comments were presented, and Council directed staff to incorporate the changes into Resolution No. 1026 to address public comments, and to bring the updated Resolution to City Council for approval.		
Recommended Action:		
	e Resolution No. 1026, adopting the 20 al, and authorize the Mayor's signature	

RESOLUTION NO. 1026

A RESOLUTION REVISING THE ENGINEERING DESIGN AND DEVELOPMENT STANDARDS PROJECT MANUAL FOR THE CITY OF LYNDEN, WHATCOM COUNTY, WASHINGTON AMENDING RESOLUTION NO. 827

WHEREAS, the City of Lynden, Whatcom County, Washington last adopted the Design and Development Standards Project Manual in February 2011; and

WHEREAS, the following sections of the Design and Development Standards Project Manual have been revised as follows:

LIST OF REVISED TEXT BY DIVISION:

DIVISION 2 APPLICANT CHECKLIST

Full Section Revision.

DIVISION 3 CONSTRUCTION PLAN REQUIREMENTS

Section 3.1.B.9	Added Section requiring designation of all facilities as publicly or
	privately owned on all development plans.
Section 3.1.C	Updated title of section 3.2.
Section 3.2	Updated RCW and WAC references.

DIVISION 4 STREET DESIGN STANDARDS

Section 4.3.B.2	Added section to clarify private bridge requirements. Renumbered
	following points 5-9.
Section 4.4.A	Updated HMA terminology.
Section 4.4.B	Updated HMA terminology.
Section 4.4.C1	Updated WSDOT section reference.
Section 4.6.A	Added note that design speed shall be 10 mph over posted speed limit.
Section 4.6.B	Updated figure references and added WSDOT design manual
	references.
Section 4.7.B	Updated WSDOT design references.
Section 4.8.B	Added requirement for curbline radius at bulb intersections.
Section 4.8.D	Added site obstruction requirements.
Section 4.9.A	Updated WSDOT Design Manual Reference.
Section 4.9.B.1	Updated WSDOT Design Manual Reference.
Section 4.9.C	Updated WSDOT Design Manual Reference.
Section 4.13	Updated figure references.
Section 4.13.A	Updated figure references.
Section 4.13.D	Removed repeated references.
Section 4.13.E	Removed repeated references.

Section 112 C	Domoved venested veferences
Section 4.13.G	Removed repeated references.
Section 4.13.J	Added section to require monument data be submitted to the City.
Section 4.15	Full section revision.
Section 4.16.F	Full section text revision.
Section 4.18	Full section revision.
Section 4.19	Added LED requirement for illumination.
	Revised allowable luminaires.
Section 4.22.B.3	Updated HMA terminology.
Section 4.22.B.4	Removed Petrotac requirement at joints.
Section 4.23	Added table 4-4 for parking lots.
Section 4.26.1	Updated WSDOT Design Manual reference.
Section 4.26.2	Updated AASHTO Guide reference.
Section 4.26	Updated bike trail width requirement, and reference figure.
Section 4.27	Added City Trail section.

DIVISION 5 SITE ACCESS/DRIVEWAYS

Section 5.5.A Section 5.5.B	Revised section formatting. Information is unchanged. Added section for corner clearances from roundabouts, with
Section 5.5.D	associated figures and tables.
Section 5.5.C	Added section for corner clearances exceptions.
Section 5.5.D	Added section access points near stop or signalized intersections.

DIVISION 6 WATER DESIGN STANDARDS

Section 6.2.C.3	Revised flow velocity requirements.
Section 6.2.L	Specified material that thrust blocking can be placed against.
Section 6.3.L	Specified that duplexes, triplexes, and fourplexes need to be
	individually metered.

DIVISION 7 SEWER DESIGN STANDARDS

- Section 7.3.D.1 Added requirement for frost free hose bib within 10'-0" of wet well hatch. Added that premanufactured wet wells can be accepted upon approval from the City.
- Section 7.4.C.2 Added limit of 2 services on a single 6" sewer service.

DIVISION 8 STORM DRAINAGE AND EROSIN CONTROL

Section 8.2.4 Added section to require digital copy of stormwater models to be submitted to the City of Lynden.

DIVISION 9 STANDARD FORMS

Full Section Revision.

DIVISION 10 PERMIT APPLICATIONS

Full Section Revision.

LIST OF REVISED FIGURES BY DIVISION:

*Note: All figures have been updated to be on the most recent title blocks and using uniform font and text size. Some figures have been renumbered,

DIVISION 4 STREET DESIGN STANDARDS

Figure 4-2

- Updated HMA terminology.
- Added notes 8-10.

Figure 4-3

- Updated HMA terminology.
- Added notes 3,4,6-9.

Figure 4-4

- Updated HMA terminology.
- Added notes 3,4,6-9.

Figure 4-5

- Updated HMA terminology.
- Removed specific shoulder requirements.

Figure 4-6

• Figure added for fill slopes.

Figure 4-7

• Figure added for City trail section.

Figure 4-9

- Updated object height requirements.
- Added 18' distance requirement from drivers' eye to edge of traveled way. Figure 4-12

• Figure added for monument in pavement.

Figures 4-14 through 4-17

• Updated to current WSDOT standard plan.

- Figure 4-21 through 4-27
- Updated to current WSDOT standard plan. Figure 4-28
 - Updated HMA terminology.
 - Removed Petrotac requirement.
 - Revised note organization for clarity, no note content revisions.

Figure 4-29

• Added figure for path adjacent to curb and gutter.

Resolution 1026

Figure 4-33

• Added "TYPE 3 END-OF-ROADWAY BARRICADE" figure. Figure 4-34

• Added "TYPE 1 BOLLARD STANDARD" figure. Figure 4-35

• Added "STANDARD JOINT AT WIDENED STREET" figure. Figure 4-36

• Added "CASTINGS OUTSIDE OF HARDENED SURFACE" figure.

DIVISION 5 SITE ACCESS/DRIVEWAYS

Figures 5-1 and 5-2

- Split and revised former detail 5-1 for clarity.
- Updated linework for clarity.

Figure 5-3

• Added "ACCESS POINT DISTANCE FROM ROUNDABOUT" figure. Figure 5-5

• Updated to current WSDOT standard plan.

DIVISION 6 WATER DESIGN STANDARDS

Figure 6-1

• Updated acceptable hydrants.

Figure 6-2

• Arranged for clarity.

Figure 6-3

• Arranged and updated for clarity.

Figure 6-4

• Arranged and updated for clarity.

Figure 6-7Added screw-type adjustment valve box requirement.

Figure 6-9

• Arranged and updated for clarity. Figure 6-13

• Arranged and updated for clarity.

Figure 6-16

• Arranged and updated for clarity.

Figure 6-17

• Updated to current WSDOT standard plan. Figure 6-18

• Removed Petrotac requirement.

DIVISION 7 SEWER DESIGN STANDARDS

Figure 7-2

• Updated to current WSDOT standard plan. Figure 7-3

• Updated to current WSDOT standard plan. Figure 7-4

• Updated to current WSDOT standard plan. Figure 7-7

• Updated to current WSDOT standard plan. Figure 7-8

• Revised to show cleanout information.

Figure 7-9

• Added notes 1-3 to specify additional cleanout requirements.

Figure 7-13

• Updated to current WSDOT standard plan.

Figure 7-14

• Removed Petrotac requirement.

DIVISION 8 STORM DRAINAGE AND EROSION CONTROL

Figure 8-1

• Updated to current WSDOT standard plan.

Figure 8-2

• Updated to current WSDOT standard plan.

Figures 8-4 through 8-8

• Updated to current WSDOT standard plan.

Figure 8-9

• Revised to show full height hood for thru-curb frame and grate.

Figure 8-10 and 8-11

• Updated to current WSDOT standard plan.

Figure 8-12

• Removed Petrotac requirement.

Flow chart 8-1 and 8-2 were updated to the most recent Stormwater Management Manual for Western Washington.

NOW, THEREFORE BE IT RESOLVED by the Lynden City Council of the City of Lynden, Washington, as follows:

<u>Section 1</u>: That the aforesaid Project Manual be adopted as revised as the official Design and Development Standards Project Manual for the City of Lynden, Whatcom County, Washington.

<u>Section 2</u>: BE IT FURTHER RESOLVED that any resolutions or parts of resolutions in conflict herewith are hereby repealed insofar as they conflict with the provisions of this

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resolution.

<u>Section 3</u>: If any section, subsection, sentence, clause, or phrase of this Resolution is for any reason held to be invalid or unconstitutional, such decision shall not affect the validity of the remaining portions of this Resolution. The Council hereby declares that it would have passed this code and each section, subsection, sentence, clause and phrase thereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses or phrases has been declared invalid or unconstitutional, and if, for any reason, this Resolution should be declared invalid or unconstitutional, then the original Resolution or Resolutions shall be in full force and effect.

Section 4: This resolution shall be in full force and effect on December 21, 2020.

PASSED BY THE CITY COUNCIL of the City of Lynden, Whatcom County, Washington, on the 21st day of December, 2020 and signed and approved by the Mayor on the same date.

MAYOR SCOTT KORTHUIS

ATTEST:

CITY CLERK

APPROVED AS TO FORM:

CITY ATTORNEY

EXECUTIVE SUMMARY



Meeting Date:	December 21, 2020	
Name of Agenda Item:	Public Hearing for Ord 1613 – Vacate Application 20-02	
Section of Agenda:	Public Hearing	
Department:	Planning Department	
Council Committee Review:		Legal Review:
Community Developme	ent 🛛 Public Safety	□ Yes - Reviewed
Finance	Public Works	□ No - Not Reviewed
Parks	□ Other:	☑ Review Not Required
Attachments:		

Draft Ordinance 1613, Staff Report and Application for Vacation of ROW on Bradley Meadows Lane.

Summary Statement:

The City of Lynden Public Works Department has initiated the vacation of a portion of right-of-way located on Bradly Meadows Lane.

The curved portion of property to be vacated was originally dedication to accommodate a cul-de-sac but became unnecessary when the street was designed as a through street. The area in question significantly affects the single-family residential property owned by Larry and Diane Haak, located at 1519 Bradley Meadows Lane.

It is unclear as to how the dedication for the cul-de-sac remained in place although the design of the Bradley Meadows Lane was altered to accommodate the plat to the north. The issue was discovered when Mr. Haak, in coordination with a City street improvement, began to pursue a short plat which will dedicate the extension of the cross street, Foxtail Street. The Public Works Director agreed to initiate a City-led vacate of the area. Vacation of this unused right-of-way can then be accurately reflected on the subsequent short plat. Necessary utility easements will be retained per typical right-of-way design.

The draft of the Ordinance 1613, the application for right-of-way and corresponding staff report are attached.

Recommended Action:

Motion approve Ordinance 1613 which is proposed to vacate a portion of Bradley Meadows Lane which corrects an inaccurate dedication and to authorize the Mayor's signature on the document.

ORDINANCE NO. 1613

AN ORDINANCE VACATING A PORTION OF DIVISION STREET WITHIN THE CITY OF LYNDEN, WHATCOM COUNTY, WASHINGTON

WHEREAS, the City of Lynden heretofore declared its intention to vacate a portion of Bradley Meadows Lane ("the vacation"); and fixed the date of the December 21, 2020 as the date for a public hearing on the vacation; and

WHEREAS, notices were duly mailed on December 2, 2020 and published in the Lynden Tribune on December 2, 2020, and posted in accordance with RCW 35.79.020; and

WHEREAS, no adjoining property owner submitted a protest to the vacation; and

WHEREAS, on December 21, 2020, the City Council of the City of Lynden did convene and hold a public hearing on the vacation and has determined to grant the same; and

WHEREAS, the Lynden City Council has determined that future development to be served by the rights-of-way described in Section 1 (below) and shown on Exhibit A (attached) will be limited, that the portion of the right-of-way to be vacated is not needed by the City, and that the public is best served with the described rights-of-way in private ownership; and

WHEREAS, the City Council has determined that the portion of Bradley Meadows Lane described in Section 1 and shown on Exhibit C will not be extended, or needed to serve as a connector street to other, more widely traveled streets; and

WHEREAS, the City Council has determined that this partial street vacation complies with the requirements of RCW 35.79.035(1)(c);

WHEREAS, the City Council accepts the following: The property was originally dedicated as part of a plat in anticipation of the City needing to construct cul-desac on a dead-end road. The property immediately to the north was platted and the road continues north with provision for vehicle return therefore the cul-de-sac was never constructed and will not be needed in the future. Considering these unique circumstances combined with the planned dedication of right of way by the property owner for the needed extension/completion of Foxtail street, it seems unreasonable for the City to charge the applicant for the property previously donated. Therefore, the recommendation to <u>not</u> charge the applicant the assessed value of the property.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LYNDEN, WASHINGTON, as follows: <u>Section 1:</u> That the following described portion of said Bradley Meadows Lane right-of-way is hereby vacated:

DESCRIPTION OF STREET VACATION. PARCEL NO. 400316 442220 0000 BEGINNING AT THE NORTHEAST CORNER OF LOT 1, HATCH LOT LINE ADJUSTMENT, ACCORDING TO THE MAP THEREOF, RECORDED UNDER WHATCOM COUNTY AUDITOR'S FILE NO. 2060403412, RECORDS OF WHATCOM COUNTY, WASHINGTON, ALSO BEING A POINT ON A CURVE TO THE LEFT HAVING A RADIAL BEARING OF SOUTH 86° 07' 10" EAST; THENCE ALONG SAID CURVE HAVING A RADIUS OF 55.00 FEET, THROUGH A CENTRAL ANGLE OF 49° 44' 17" FOR AN ARC LENGTH OF 47.74 FEET TO THE BEGINNING OF A CURVE TO THE RIGHT; THENCE ALONG SAID CURVE TO HAVING A RADIUS OF 25.00 FEET, THROUGH A CENTRAL ANGLE OF 46° 34' 03" FOR AN ARC LENGTH OF 20.32 FEET; THENCE NORTH 00° 42' 26" EAST A DISTANCE OF 59.50 FEET; THENCE NORTH 85° 32' 14" WEST A DISTANCE OF 24.97 FEET TO THE POINT OF BEGINNING. SITUATE IN WHATCOM COUNTY, WASHINGTON.

<u>COMMONLY DESCRIBED AS</u>: 913 square feet of right-of-way on the west side of Bradley Meadows Lane abutting 1519 Bradley Meadows Lane, Lynden.

<u>Section 2:</u> That a certified copy of this ordinance be sent to the Auditor of Whatcom County, Washington, and recorded by said Whatcom County Auditor.

<u>Section 3:</u> This ordinance shall be in full force and effect from and after its passage by the City Council and approval by the Mayor, otherwise as provided by law, five days after the date of its publication.

PASSED by the City Council this _____ day of _____, 2020. Signed and

approved by the Mayor this _____ day of _____2020.

MAYOR

ATTEST:

City Clerk

APPROVED AS TO FORM:

City Attorney

State of Washington County of Whatcom

Signed by Mayor Scott Korthuis and attested by Pam Brown before me on this _____ day of ______, 2019.

NOTARY PUBLIC, in and for the State of Washington, residing at

EXHIBIT "A"

LEGAL DESCRIPTION PARCEL NO. 400316 442220 0000

LOT 1, HATCH SHORT PLAT, ACCORDING TO THE MAP THEREOF, RECORDED UNDER WHATCOM COUNTY AUDITOR'S FILE NO. 2060403412, RECORDS OF WHATCOM COUNTY, WASHINGTON.

SITUATE IN WHATCOM COUNTY, WASHINGTON.

SUBJECT TO AND/OR TOGETHER WITH ALL EASEMENTS, COVENANTS, RESTRICTIONS AND/OR AGREEMENTS OF RECORD, IF ANY.



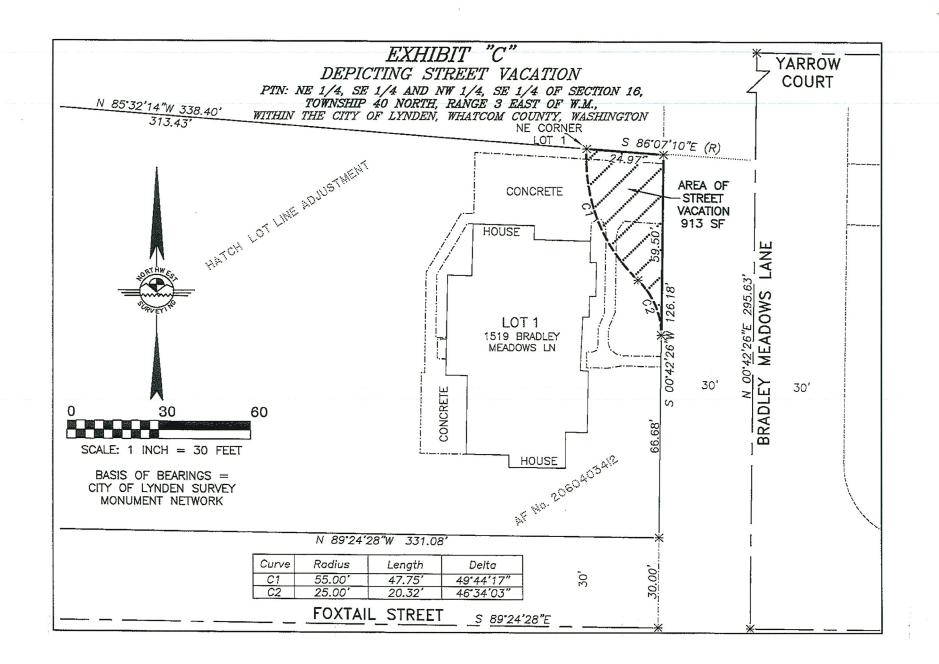
EXHIBIT "B"

DESCRIPTION OF STREET VACATION PARCEL No. 400316 442220 0000

BEGINNING AT THE NORTHEAST CORNER OF LOT 1, HATCH LOT LINE ADJUSTMENT, ACCORDING TO THE MAP THEREOF, RECORDED UNDER WHATCOM COUNTY AUDITOR'S FILE №. 2060403412, RECORDS OF WHATCOM COUNTY, WASHINGTON, ALSO BEING A POINT ON A CURVE TO THE LEFT HAVING A RADIAL BEARING OF SOUTH 86° 07' 10" EAST; THENCE ALONG SAID CURVE HAVING A RADIUS OF 55.00 FEET, THROUGH A CENTRAL ANGLE OF 49° 44' 17" FOR AN ARC LENGTH OF 47.74 FEET TO THE BEGINNING OF A CURVE TO THE RIGHT; THENCE ALONG SAID CURVE TO HAVING A RADIUS OF 25.00 FEET, THROUGH A CENTRAL ANGLE OF 46° 34' 03" FOR AN ARC LENGTH OF 20.32 FEET; THENCE NORTH 00° 42' 26" EAST A DISTANCE OF 59.50 FEET; THENCE NORTH 85° 32' 14" WEST A DISTANCE OF 24.97 FEET TO THE **POINT OF BEGINNING**.

SITUATE IN WHATCOM COUNTY, WASHINGTON.





, 1

TECHNICAL REVIEW COMMITTEE Development Project Report

Date Issued:	December 14, 2020
Project Name:	Vacate #20-02, Bradley Meadows Lane
Applicant:	City of Lynden
Property Owner:	City of Lynden
Site Address:	Adjacent to 1519 Bradley Meadows Lane
Zoning Designation:	RMD
Application Type:	Street Vacate
Parcel Size:	
Hearing Type:	Quasi-Judicial
Hearing Objective:	To determine whether the City of Lynden should vacate the right-of-way
Date application determined	November 23, 2020
complete:	
Date of Publication:	December 2, 2020
SEPA Determination:	SEPA Exempt per WAC 197-11-800(i)
Project Description:	The applicant is seeking the vacation along the west side of Bradley Meadows Lane, abutting the 1519 Bradley Meadows Lane parcel.

Summary:

The property in question is located just west of 1519 Bradley Meadows Lane. The property was originally dedicated as part of a plat in anticipation of the City needing a cul-de-sac on a dead-end road. The property immediately to the north was platted subsequently and the road continues north therefore the cul-de-sac was never constructed and will not need to be constructed in the future.

The right-of-way property in question is approximately 913 square feet.

Review Comments:

1. *Transportation and Circulation*: Staff has determined that at this time, the rightof-way is not necessary for transportation circulation or public safety access.

- 2. *Utility Easement Required*: To allow future maintenance and access for City and franchise utilities, a 10-foot easement will need to be retained over the area being vacated. This easement will run along the easternmost 10 feet adjacent to the unvacated right of way and will match the utility easement on the property to the north.
- 3. *Appraisal:* As mentioned above, the property was originally dedicated as part of a plat in anticipation of the City needing to construct cul-de-sac on a dead-end road. The property immediately to the north was platted and the road continues north with provision for vehicle return therefore the cul-de-sac was never constructed and will not be needed in the future. Considering these unique circumstances combined with the planned dedication of right of way by the property owner for the needed extension/completion of Foxtail street, it seems unreasonable for the City to charge the applicant for the property previously donated. Therefore, the recommendation to <u>not</u> charge the applicant the assessed value of the property.



City of Lynden

APPLICATION FOR VACATION OF CITY RIGHT-OF-WAY

APPLICANT

Name: City of Lynden, Public Works D	Department, Steve Banham, Director
Address: 300 4th Street, Lynden WA	98264
<i>Telephone Number: (360) 354-3446</i>	Fax Number:
E-mail Address:	Banhams@lyndenwa.org
	s project? This person will receive all ject. Property owner 🗌 Applicant 🔳
Location of property to be vacated <u>complete</u> legal description):	l (give brief, common description & attach a
This is an existing City ROW origination of a cul-de-sac in the Huggal description)	ally intended to provide space for Hatch Short Plat (See attached exhibit and
The property is 24.97×24.97	59.5 =913 square feet
Provide a brief description of the r additional sheets if necessary):	eason for seeking the vacation (attach
needing a cul-de-sac on a dead end was platted subsequently and the re	ed as part of a plat in anticipation of the City d road. The property immediately to the north bad continues north therefore the cul-de-sac need to be constructed in the future.

Provide a brief summary outlining the effect of the proposed vacation on the surrounding area (attach additional sheets if necessary):

This vacation would remove this unusable remnant of ROW and put the property to beneficial use. This vacation is balanced by a planned dedication of ROW for the extension of Foxtail Street by the same property owner. The vacated property is significantly less than the Foxtail ROW to be dedicated to the City.

Applicant's Signature. Steve Banham	Digitally signed by Steve Banham Date: 2020.11.23 15:25:25 -08'00'	Date: 11/23	/20
Property Owner's Signature: Steve Banham		Date: 11/23	
Property Owner's Printed Name: Steve Banha		-	

PRE~APPLICATION MEETING DATE:		HEARING DATE:
(APPLICATIONS WILL NOT BE ACCEPTED WITHOUT FIRST	HAVING A FRE-AFFLICATION MEETING)	
□ Fee's Paid (\$300.00) :	DATE PAID:	Receipt #:

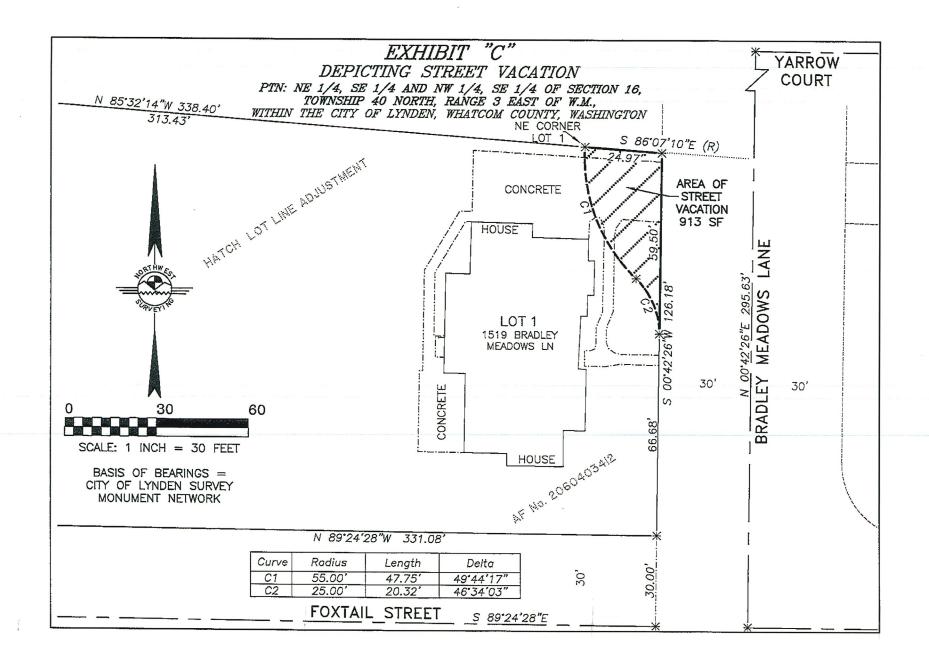


EXHIBIT "A"

LEGAL DESCRIPTION PARCEL NO. 400316 442220 0000

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SITUATE IN WHATCOM COUNTY, WASHINGTON.

SUBJECT TO AND/OR TOGETHER WITH ALL EASEMENTS, COVENANTS, RESTRICTIONS AND/OR AGREEMENTS OF RECORD, IF ANY.



CITY OF LYNDEN EXECUTIVE SUMMARY

Meeting Date:	December 21, 2020		
Name of Agenda Item:	Public Hearing for the proposed 2020 update to the Lynden Park and Trail Master Plan		
Section of Agenda:	Public Hearing		
Department:	Planning Department		
Council Committee Revi	ew:	Legal Review:	
Community Developme	ment Public Safety Ves - Reviewed		
□ Finance	Public Works	□ No - Not Reviewed	
Parks	□ Other:	☑ Review Not Required	
Attachments:			
 Proposed 2020 update to the Lynden Park and Trail Master Plan Executive Summary for the November 12, 2020 Planning Commission Meeting Minutes of the November 12, 2020 Planning Commission Meeting Ordinance 1610 Summary Statement: 			
Please see the attache	ed Staff memo.		
Recommended Action:			
Motion to adopt the proposed 2020 update to the City of Lynden Park and Trail Master Plan.			

ORDINANCE NO. 1610

AN ORDINANCE OF THE LYNDEN CITY COUNCIL ADOPTING THE 2020 CITY OF LYNDEN PARK AND TRAIL MASTER PLAN

WHEREAS, the City of Lynden is required to plan under the provisions of RCW 36.70A, commonly referred to as the Growth Management Act; and

WHEREAS, the Growth Management Act requires Lynden to regularly (8 years) take legislative action to review and if needed, revise its comprehensive plan and its mandatory elements, such as a Park and Trail Master Plan, to comply with the requirements in Chapter 36.70A RCW; and

WHEREAS, the City of Lynden Park and Trail Master Plan, which was last updated in 2014, is considered an element of the City's overall Comprehensive Plan; and

WHEREAS, due to significant population growth, increasing housing densities, and the City securing considerable park land properties for future park development, the Council Park Committee determined that it was an appropriate time to update the City's Park and Trail Master Plan; and

WHEREAS, the City of Lynden has encouraged early and continuous public participation in the update of the Park and Trail Master Plan by the development and promotion of an online public survey, by collecting feedback and input from the City's elected representatives and the City's citizen park advisory groups; and

WHEREAS, on November 12, 2020, the City of Lynden held a Public Hearing with the City Planning Commission, after which the Planning Commission recommended approval of the proposed 2020 update to the Lynden City Council with the following recommendations:

- 1. That the City consider additional methods to increase public involvement and volunteer stewardship of the City's park development, maintenance, and fundraising needs.
- 2. That the City develop all 40 acres of the Benson Park property as park land.
- That the City prioritize the protection and maintenance of existing trail in the City. Specifically, in relation to the management of the shoreline areas of Fishtrap Creek where it threatens the safety or condition of existing parks and trails.
- 4. Parks and trails are even a higher priority as residential lots are smaller with less outdoor play space; and

WHEREAS, notice of the proposed updates to Lynden's Park and Trail Master Plan was provided to state agencies as required under RCW 36.70A.106 on October 2, 2020; and

WHEREAS, the City of Lynden issued a SEPA determination of nonsignificance on the adoption of the City of Lynden Park and Trail Master Plan under WAC 197-11; and

WHEREAS, the City of Lynden held a public hearing on the proposed Plan on December 21, 2020, at its regularly scheduled Council meeting; and

Based on the foregoing proceeds and record thereof, the City Council herby enters the following findings:

- 1. The City of Lynden is desirous of securing for its residents an attractive living environment and high quality of life; and
- 2. Public parks, trails, and recreation facilities, playgrounds and open spaces enhance the quality of life in the community and are necessary to preserve the public health, safety, and welfare of its residents; and
- The City, according to the 2019 population, has 9.2 acres of park land / 1,000 residents which exceeds its established community standard of 7 acres / 1,000 residents for park land acreage within the City limits; and
- 4. As the City continues to increase residential density in accordance with the Growth Management Act, the provision of adequate parks, trails, and open space and the appropriate public access to these park lands and facilities, is essential to maintaining the community's quality of life as described within the City's Vision Statement; and
- 5. Inadequate planning for the procurement of, the development of, and the financing of sufficient public parks, recreation facilities and open spaces would have a significant adverse effect upon the environment within the City and on the health, safety, and general welfare of its residents; and
- 6. The Park and Trail Master Plan discusses park and trail development needs, existing park improvement needs, and on-going maintenance needs in order to continue to maintain high quality parks, trails, and recreational opportunities for its residents; and
- 7. The Park and Trail Master Plan establishes financing methods, including the City's General Fund, Park Impact Fees, User Fees, Grants, Bonds, and private volunteers and donations, in order to meet the Park Capital Improvement plans listed in Chapter 4 of the Park and Trail Master Plan; and

8. The Goals and Policies established in the Park and Trail Master Plan, which include the ongoing evaluation of the park system, the provision of high-quality park amenities, the adequate financing of the park system, and increasing public engagement with and management of the park system are necessary for providing a high quality of life for residents.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF LYNDEN, WASHINGTON, HEREBY ORDAINS AS FOLLOWS:

<u>Section 1.</u> The 2020 update to the City of Lynden Park and Trail Master Plan dated December 21, 2020 is hereby adopted by the City of Lynden.

Section 2 - Severability.

If any section, subsection, sentence, clause or phrase of this ordinance is for any reason held to be invalid or unconstitutional, such decision shall not affect the validity of the remaining portions of this ordinance. The Council hereby declares that it would have passed this code and each section, subsection, sentence, clause and phrase thereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses or phrases has been declared invalid or unconstitutional, then the original ordinance or ordinances shall be in full force and effect.

Section 3 – Effective Date.

This ordinance shall be in full force and effect from and after its passage by the City Council and approval by the Mayor, otherwise as provided by law, five days after the date of its publication.

PASSED by the City Council this <u>21st</u> day of December, 2020

Signed and approved by the Mayor this <u>21st</u> day of December, 2020

MAYOR

ATTEST:

City Clerk

APPROVED AS TO FORM:

City Attorney

CITY OF LYNDEN

PLANNING DEPARTMENT Heidi Gudde, Planning Director (360) 354 - 5532



Planning Department Memorandum

To: City Council

From: Dave Timmer, Planner

Meeting Date: December 21, 2020

Re: Park and Trail Master Plan

Take note of the attached Executive Summary for the November 12 Planning Commission meeting which describes the significant updates to the Park and Trail Master Plan.

At the November 12 meeting, the Planning Commission recommended approval of the proposed update with conditions/suggestions for additional consideration prior to the City Council hearing. These conditions, and a description of the considerations since given, are addressed in this Executive Summary.

1. The Park and Trail Plan include potential ways to garner community involvement in the development of parks and trails. This section could also include suggestions on involvement by local students and churches as these groups have assisted with restoration work and planting in the past.

In subsequent consideration of this condition, I don't believe it is necessary to add another section on this topic. The Plan identifies the importance of leveraging community volunteers and fundraising as a significant component of achieving the vision that is being put forward. The Plan mentions and discusses community involvement in several locations (Page 38 - 4.2.7, Page 38 - 4.3, Page 40 - 4.4.2, and Page 46 - Goal #4.4). It also acknowledges that the City already does rely on this support and some of the Park system's greatest achievements are a result of community fundraising and volunteer support.

Of course, the City can always improve on this and the Plan also recognizes this. On page 38, it states that the City could be more proactive with planning for and actively seeking out volunteer and community fundraising opportunities. This will require additional staff time specifically allocated to doing this. The effect of that would likely be immediate and substantial. But currently, as we know, Park staff are pretty well maxed out.

Council should note the importance of maximizing community volunteer and fundraising efforts. Future staff decisions should bear this in mind.

2. The City develop Benson Park to utilize all 40-acres of that city-owned property.

The Park Plan lists Benson Park as 20-40 acres noting that the final size is yet to be determined. Because there are important decisions to be made regarding the future development of Benson Park and the

CITY OF LYNDEN

PLANNING DEPARTMENT Heidi Gudde, Planning Director (360) 354 - 5532



overall Pepin Creek Subarea, I don't believe it is the place of this proposed update to determine the final size of Benson Park.

Future park planning and the progressive development of the Pepin Creek Subarea should take note of the Planning Commission's unanimous desire to see the entire 40 acres be developed as park land.

3. The Plan prioritize or make a plan for protecting and maintaining the existing trails that we have within the City. Specifically, in relation to the management of shoreline areas of Fishtrap Creek where the waterway threatens the condition or safety of existing parks or trails.

Section 2.2.2 (Page 17) was added to address this recommendation. Similar to volunteer coordination, this is really a question of prioritizing and allocating City resources to this task. Because City resources are finite, proactive natural areas management has not been at the top of the priority list. That being said, even in recent years, we are seeing more property owners request assistance with managing an eroding stream bank or dealing with the dying alders in their backyards. With those public demands, the City has been more involved (ex. Neymeyer property) in supporting their efforts but, these tend to be reactive responses rather than a proactive natural area management program.

As the City continues to grow, as pressure increases on these areas, and residents continue to ask for this type of public service (as is being requested by the Planning Commission), proactive natural resource management should be further prioritized.

4. Parks and trails are an even higher priority than they have been in the past as residential lots are now smaller and provide less outdoor play space. Definitely. Noted.



CITY OF LYNDEN Park and Trail Master Plan 2020 Update



Adopted December 21, 2020 Ordinance 1610 City of Lynden 300 4th Street Lynden, Washington 98264

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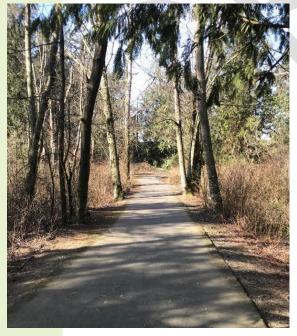
Appendix A – City of Lynden Park Pages

1.1 City of Lynden Park and Trail Master Plan

The City of Lynden Park and Trail Master Plan provides a comprehensive guide for identifying and providing park and recreational services for the community. The Plan offers residents and officials the opportunity to evaluate the current state of the City's Parks and Trails program, to appreciate what resources the City has, and to establish a basis and framework for addressing shortfalls that may exist.

The City of Lynden's current park master plan was adopted in 2014. This planning effort is a six-year update to that plan. This plan is considered an element of the City's overall Comprehensive Plan. The update process is intended to allow residents and officials to continue to evaluate the community's desire for evolving park and trail services and to consider how those desires might be met. This six-year update also satisfies the City's required comprehensive planning efforts for parks and trails as mandated by the State Growth Management Act and satisfies significant eligibility requirements for state and federal grants that may be available for park and trail projects.

This updated Park and Trail Master Plan was developed with community input, including direct feedback from the City's volunteer parks advisory boards, elected officials, through public meetings, and the results of a widely distributed online public survey. This master plan includes all aspects of parks and recreation within Lynden and its Urban Growth Boundary. The Plan inventories and evaluates the City's existing park and trail system, it assesses needs for park and trail maintenance, ongoing park development and acquisition, it offers specific goals and policies to guide overall park management and helps to cast a vision for the future of the City's park and trail system.



East Lynden Loop Trail through Scenic Estates

1.1.1 Vision for the Future

Established, safe, and well-maintained parks and trails that offer a variety of recreational options are a fundamental component of any healthy city. The City's Comprehensive Plan and Vision Statement repeatedly discuss the importance of recreational opportunities, as offered through its park and trail system, as a primary factor in the City fulfilling its vision. They are vital for creating a feeling of community spirit, for enhancing and Lynden's attractiveness, maintaining for the conservation of Lynden's natural resources, and for providing health and wellness opportunities for all socioeconomic groups.

It is well recognized that parks and trails are vital for enhancing the quality of life for Lynden residents. They help raise the overall quality of life by:

- Providing recreational opportunities for all ages. This includes passive recreation like walking, nature viewing and places to rest and active recreation such as organized youth sports, and sport fields and courts for everyone to use.
- Well-designed trails offer non-motorized transportation options for residents and visitors. A well-connected trail network gives people the choice of not having to use a motorized vehicle to move around their city.
- They promote health and wellness. For both emotional and physical well-being, people need places to exercise and get outside.
- They are community gathering spots. This can be for organized gatherings such as family picnics, birthday parties, and community events. They are also intentionally public spaces where neighbors and friends run into each other. They help to prevent community isolation.
- They can instill a sense of pride and ownership in a community. These are public spaces owned by the community.
- They provide aesthetic appeal to residents of an urban landscape. Parks and open spaces provide a visual refuge, even without ever stepping foot in the park, from an ever-increasing urban environment. It is well-documented that the presence of trees and open space contribute to the overall health and wellness of those who live nearby.
- Public parks provide recreational opportunity for all. They are equally available to all residents, regardless of their economic status.
- Parks and trails are a financial asset. Their presence can result in increased property values for the surrounding neighborhoods.



Northwood Lynden Jim Park

1.2 Park Master Plan - Objectives

The objectives of the Lynden Park and Trail Master Plan are to:

- 1) Describe the community's long-range desire for parks and trails in the City and establish a foundation for achieving that vision.
- Establish governing policies that are specific to the management of the City's park and trail system but also contribute to the City's overall Vision Statement and Comprehensive Plan.
- Determine logical and achievable long-term level of service goals for the entire park and trail system.
- 4) Identify shortfalls in those levels of service and propose steps for correcting those shortfalls.
- 5) Categorize and evaluate the existing use and purpose of individual park properties as well as recommend specific management needs for each park and park facility in the City.
- 6) Propose a City-wide conceptual trail network that is contiguous and accessible, that connects park properties to each other, that provides reasonable non-motorized transportation routes throughout the City and that highlights the varied neighborhood features and landscapes of all parts of the City.
- 7) Create a realistic Six-year Capital Improvement Plan which, allowing for annual adjustments, clearly prioritizes and identifies foreseen acquisition, development and maintenance/operation costs until the next update (2026) to the Parks and Trail Master Plan.
- 8) Enhance residents understanding and appreciation of the City's Park and Trail System through the publication and distribution of this document.

1.3 Public Involvement Process

Involving the public in the development of this Park and Trail Master Plan, especially because it sets a vision for the use and management of public lands, is uniquely important. The City's parks and trails are set aside and managed for the use and enjoyment of the public. As such, the residents of Lynden have been invited to provide feedback and participate in the advancement of this plan.

Initially, members of the Lynden Regional Park and Recreation District, the Lynden Parks and Trail Advisory Committee, the Berthusen Park Citizen Advisory Committee, the City Council Parks Committee, and the Mayor were asked to review the 2014 Park and Trail Master Plan to provide feedback on the contents of that document. These members, both elected and appointed, represent the

public and provide direct input on policy and decisions that directly impact the City's park and trail system. Their input was gathered and has informed the development of this plan.

In early 2019, the City published an online community survey that was designed to gather feedback on park and trail related topics (perception, use, desires, and funding) from a broad range of residents in the community. The survey was open to the public for six weeks and residents were invited to take it through local news media, social media and word of mouth. The response to the survey was well received and generated 1,005 responses. Results of the survey have become an invaluable resource and are discussed in more detail below.

Also in early 2019, the Concept Trail Network Workgroup, made up of members of the Park and Trail Advisory Committee and Berthusen Park Citizen Advisory Committee, gathered to brainstorm and consider logical routes for a holistic and well-connected non-motorized trail network. The result of that workgroup is the Conceptual Trail Network Map included in Chapter 2 of this plan.

The City released a first draft of this plan to the public in July 2020 to collect additional feedback from policy makers and the public. That feedback was incorporated into a Planning Commission Draft which was reviewed at a public hearing on November 12, 2020. The Lynden Planning Commission recommended approval of that draft which was then adopted by City Council on December 21, 2020.

1.4 Parks and Trails Community Survey

The City developed and published an online community survey designed to gather a wide variety of information from residents on how they use and what they expect from the City's park system. The survey was open during the entire month of February 2019 and the topic generated 1,005 responses. Of those, 892 stated they were Lynden residents. The other 113 were connected to Lynden in other ways (work, church, school district, own property, etc). 892 respondents represent about 6% of Lynden's population.

The survey questions were drafted with the intent of gathering useful information for staff and policy makers but also to educate the respondents. The questions help to highlight the tensions of growth, maintenance, prioritizing and funding the system. The full results of the Parks and Trails Community Survey are available to the public on the City of Lynden website or by contacting the City Planning Department.

Survey questions were generally categorized around four themes: Demographics, General Perceptions, Use and Expectations, and Funding.

1.4.1 Demographics

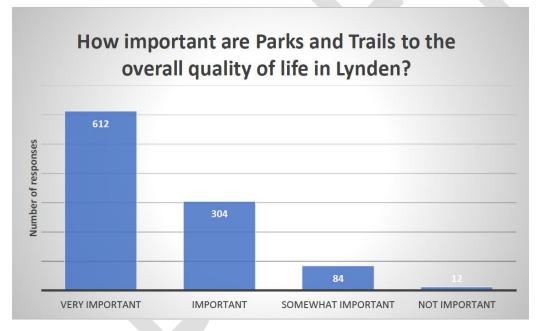
These survey questions give the context of the survey taker.

In this case, the demographic questions showed that the survey takers were middle aged (82% between the age of 21-60), homeowners (also 82%) that live in Lynden (89%). In comparison, around 44% of Lyndenites are middle aged and about 66% of Lynden's homes are owner occupied. This difference intuitively makes sense in that middle-aged homeowners in Lynden are probably more likely to hear about and take an online survey.

1.4.2 General Perceptions

These questions gauge how the respondent feels about the park system. One of the more striking survey responses is from Question 5.

<u>91%</u> of respondents said that parks and trails are "Very Important" (61%) or "Important" (30%) to the overall quality of life in Lynden. (*Q. 5*)



This result lines up with scientific studies that link the presence of parks to health benefits and social connection.

Other highlights from the general perception survey questions include:

- ✤ 80% feel they live close enough to a City park. (Q. 11)
- 79% rate park maintenance as "Above Average" (50%) or "Excellent" (29%). (Q. 17)
- ✤ 51% said the City has enough parks. (Q. 29)
- ✤ 74% said the City does <u>not</u> have enough trails. (Q. 30)

47

1.4.3 Use and Expectations

These questions attempt to document how residents use the park system as well as what services they expect from the City's Parks Department.

Question 12 asked "What are the reasons that you use parks in Lynden?" 82% said "Enjoying the outdoors or nature" and 82% said "Walk or bike for exercise." The next closest was "General leisure" at 48%. These are passive uses meaning the City just provides the place for these activities to occur.

People are using the trail system for similar reasons – 80% said "Exercise" and 76% said "Experience nature".

The "recreation" aspect of a City's park system can take many forms. 73% were satisfied with the City's current role in facilitating but not managing sports leagues. People are generally interested in the City having some role in organized recreational activity – only 14% stated "The City should not offer recreational programs". 47% said the City should offer "Aquatic programs" – which was a theme that carried throughout the survey.

Question 21 asked how respondents would prioritize the various needs of the system. The top 3, by a wide margin, were:

- 1) Adding to the City trail system
- 2) Building an indoor recreation center
- 3) Building a new aquatic center

Question 23 asked what should be done with the Lynden Recreation Center (formerly the Lynden YMCA). Only 3% said to "Do nothing". 48% said rebuild on same location. 37% said build a new facility elsewhere. There seems to be a strong desire to have a good public pool facility.

1.4.4 Funding

These questions attempt to gain some insight on what the respondents might be willing to pay for.

- 62% said new development should pay higher park impact fees (Q. 24)
- 79% said they would support park bond initiatives (Q. 26)
- When asked what they would be willing to pay higher taxes for: (Q. 28)
 - 55% said "Building an aquatic center"
 - 47% said "Building a new community recreation center"
 - 43% said "Adding sections of the City trail"

When asked how much per month their household would be willing to pay: (*Q. 27*)

- 55% said "\$10/month"
- 23% said "\$1/month"
- 6% said "\$50/month"

1.5 Community Profile

Present day Lynden sits in the center of prime Whatcom County agricultural lands within the fertile bottom land of the wide Nooksack River valley. The geographical location of Lynden is in northwest Whatcom County, approximately 5 miles south of the Canadian border, 10 miles east of the Salish Sea (Birch Bay) and 30 miles west of Mount Baker.

This location is within the Nooksack Indian Tribe's ancestral homeland which goes back thousands of years. Several traditional village sites were located in clusters along the Nooksack River in the area which is now Lynden. The presence of the river provided the key village sites for the Nooksacks as well as for the early settlement site for Euro-American settlers in the mid to late 1800's.

The aesthetic location of Lynden is striking. The City sits on a slight rise above the Nooksack River, and its broad floodplain, as the river meanders its way along the southern city limits on its rapid journey west to the Salish Sea. Lush agricultural fields surround the City, providing a distinctive pastoral feel as one approaches Lynden from any direction. Mount Baker and the Cascade Mountain Range loom over the eastern horizon. Views to the north are accentuated by the southern extent



of the Canadian Coastal Range. The mountain ranges provide spectacular viewsheds and unparalleled outdoor recreational opportunities that are easily within reach for Lynden residents. Lynden sits in an undeniably beautiful location. Its park and trail system is meant to provide public space to enjoy this location and to facilitate regional connections to the greater Lynden area.

1.5.1 Population

As part of the 2016 City of Lynden Comprehensive Plan, Lynden coordinated with Whatcom County and other municipalities to decide on an estimate for population growth throughout the County until 2036. Using this projection, Lynden anticipates adding more than 6,400 people to its Urban Growth Area by the year 2036. More detailed discussion on this estimate can be found in Chapter 2 of the 2016 Comprehensive Plan. The City is not updating those projections as part of this Park's Plan update.

Lynden is in the midst of a significant growth phase. The 2019 OFM estimate for Lynden's population is 14,470. This is an increase of 1,106 people in just the three years since the 2016 Comprehensive Plan update. The 2016 Comprehensive Plan projects there to be nearly 20,000 people in Lynden by the year 2036. This population growth has a significant impact on the demand for City services, parks and trails included, and the ability of the City to provide and maintain those services. The Parks and Trail Master Plan is an important evaluation document to help the City to determine what those ever-evolving demands are and to assess where additional resources may be needed.

1.5.2 What has changed since the 2014 Parks Plan was adopted?

Since 2014, the City has invested significantly in its Park and Trail system. The City has added four properties to the system. Benson Park in 2014 (approx. 20 - 40 acres), Northwood Lynden Jim Park in 2017 (3 acres), Dickinson Park in 2018 (9 acres) and Glenning Park in 2019 (4 acres). Except for Northwood Lynden Jim Park, which was a development dedication, these properties were land purchases by the City meant to secure them for future park development. They are largely undeveloped properties at the time of this update. Map 1.5 below highlights these park and trail additions.

In addition, the City has added to its non-motorized trail system. A significant addition to the Jim Kaemingk Sr Trail, 14th Street to 17th Street around Fisher Elementary, was built in 2017. This added approximately 1,800 feet to the trail and sets the stage for additional Kaemingk trail connections across the west side of the City.

In 2018, the City conducted a land swap with the Lynden School District on property behind the former Middle School (516 Main St). This property will allow for a trail connection along Fishtrap Creek from the City Park west to N 8th St. That connection, once built, will result in the Jim Kaemingk Trail extending diagonally across most of the City.

Furthermore, public trail segments have been constructed in East Lynden. A new public trail was built along the north side of the newly constructed Lynden Middle School on Line Road. This trail connects to Northwood Lynden Jim Park and establishes the framework for an East Lynden Loop Trail that will eventually extend, via existing streets and separated off-street routes, throughout the east Lynden neighborhoods. This concept trail is described in Chapter 2.2. The City also amended the East Lynden Subarea Plan to require new development next to the Badger Road to provide a trail easement and crushed asphalt multimodal trail along Badger Road. As a result of that amendment, a portion of that new trail now exists in a section between Line Road and Northwood Road. The Badger Trail will eventually extend across the City's northern city limits all the way to Berthusen Park.

Regionally, as planning for this update has occurred, Lynden is poised to advocate for and provide connections to regional trails that will extend outside of the City limits. These regional trails will link Lynden residents via trail to recreational destinations in Whatcom County or to other municipal jurisdictions. The Nooksack Loop Trail is one concept trail that will tie Bellingham, Ferndale, Lynden, and Everson together. Portions of this trail have been built in other jurisdictions. In Lynden, it will connect to the City's internal trail system before continuing to Everson (see Figure 2.1 in Chapter 2). The Badger Trail will provide a safe off-street route to Berthusen Park. The River Trail is another regional trail that will allow access to the beautiful Nooksack River but could also connect to other regional trails like the Nooksack Loop Trail. Finally, the Railroad Trail is an eventual rails-to-trails type of trail that will extend out of Lynden toward Everson via the existing, but seldom used, Burlington Northern Railway which once provide a vital rail spur into and out of Lynden's historic industrial core.

Finally, in November 2019, City residents approved a \$3 million Lynden Parks and Trails bond that will:

1) provide funding toward trail construction to connect the Jim Kaemingk Trail to the newly acquired Dickinson Park property,

2) provide basic infrastructure (barn restoration, public restrooms, and utilities) at Benson Park, and

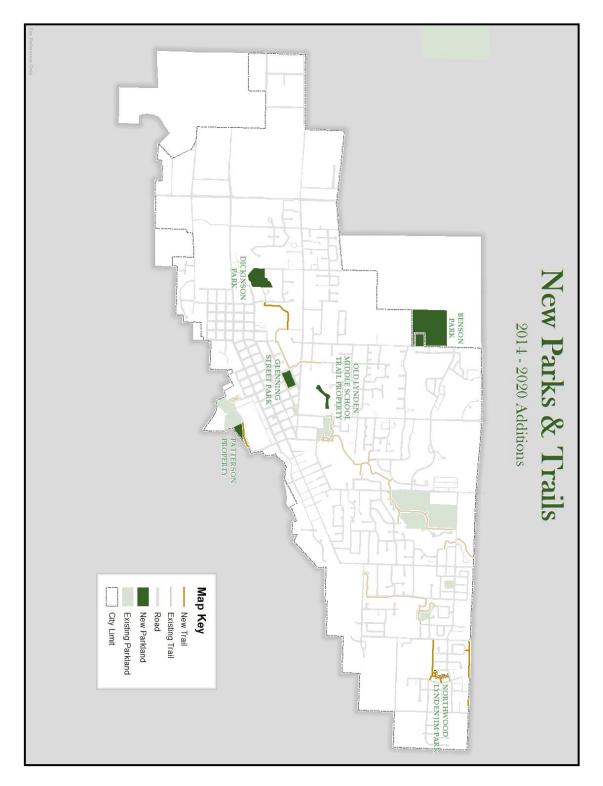
3) contribute to a portion of the purchase price for the Glenning Park property.

At the time of the writing of this plan, designs are being worked out for the detailed spending of those bond funds.

Future generations will look back at this period as a time when the City made a lasting impact on its Park and Trail system.







Chapter 2: Lynden's Existing Park System

2.1 Introduction

For planning and management purposes, Lynden's parklands are classified into categories, generally based on size and the primary use of the park. The diversity of park sizes and uses is meant to serve the community's various recreational needs, offering both active recreational use opportunities as well as passive open space aesthetics. The classifications allow the City to evaluate its full park inventory, to prioritize management needs, to identify opportunities, and to address recreational shortfalls that may exist across the City. It is true that all of Lynden's parks might not fit neatly into just one of the categories, but these categories are helpful for planning and evaluation purposes.

The following parkland classifications are included in this Park Plan and are defined below:

- <u>Regional Parks</u>: These are larger parklands that are designed to offer services to the entire Lynden community and beyond. They typically include a variety of amenities such as: sport fields and courts, sitting and picnic areas, playgrounds and active recreational areas. They also include parking areas as they are often visited by people who live outside of the typical walking distance. Bender Fields, City Park, and Berthusen Park are examples of this type of park.
- <u>Neighborhood Parks</u>: These tend to be smaller parks (less than 5 acres) and are designed to serve the neighborhood in which they are located. They do not provide a wide variety of park services but may include a playground, informal sports fields or basketball courts and picnic or sitting areas. They also often provide aesthetic green/open space areas and a neighborhood respite from an increasingly urban landscape. They often do not include parking areas as the majority of the visitors to these parks live within walking distance. Patterson Park, Greenfield Park and Northwood Lynden Jim Park are examples of this type of park.
- <u>Greenspace</u>: These are lands that may offer little "developed" park services. In Lynden, these lands might not be managed by the Parks Department or they require

very little hands-on management. Their intent is to provide ecosystem services and open space aesthetics for the community. They may provide stormwater detention, water filtration or flood protection areas. They might also conserve wildlife habitat, wetlands, or a unique natural area. While these spaces are generally not designed to maximize public access, they often include formal and informal walking trails. Scenic Estates Park is one example of this type of parkland. Other publicly owned greenspaces in Lynden include the



The River Trail along Riverview Road

Fishtrap Creek wetland areas west of the Fairgrounds, and the open space floodplain area north of the Wastewater Treatment Plant.

The City's non-motorized transportation network (trails) can also be categorized based on the intended or primary use. While these categories may blend together on the ground, again, being able to distinguish these types is useful for planning and evaluation purposes. Lynden has approximately 3.5 miles of existing trail, the primary being the Jim Kaemingk Sr Trail that follows Fishtrap Creek as it bisects the City.

 <u>Recreational Trails</u>: These trails are designed principally to provide off-street locations for residents to move about the City. Users are most likely to be using the trail for exercise or as a place to get outside and enjoy nature. These trails are generally

designed to connect residents to a natural feature of the City or to link individual park properties across well-connected the Citv. Α recreational trail system does provide non-motorized transportation options for City residents, but one is more likely to see a family pushing a stroller or a group of joggers on these trails than a bike commuter. The Jim Kaemingk Trail, which parallels Fishtrap Creek as it bisects the City, is Lynden's most welldeveloped recreational trail.



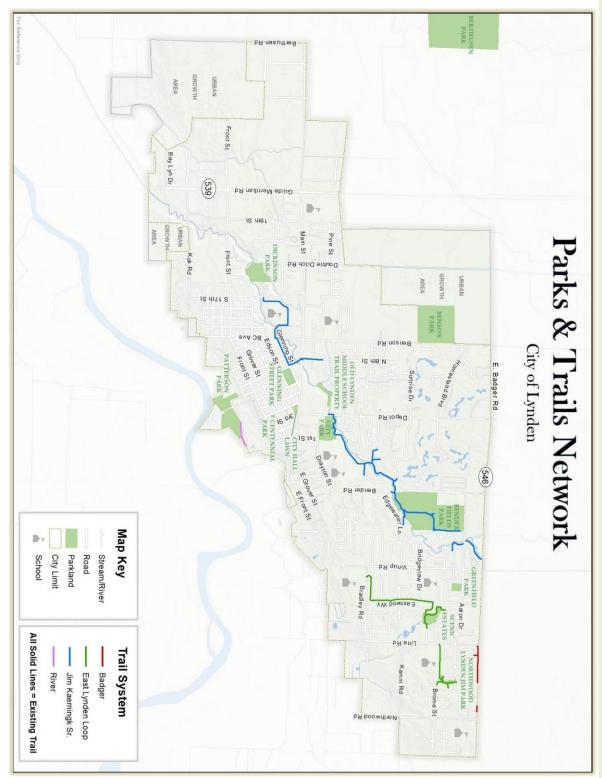
2017 addition to the Jim Kaemingk Trail around Fisher School

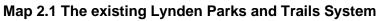
<u>Neighborhood Connectors</u>: These trails are primarily considered part of the City's transportation network. At present time, Lynden has very few of these multi-modal paths that are separate from standard roads. The next update to the Transportation Element of the Comprehensive Plan should further address these pathways. Future neighborhood connectors could be as simple as a path out of a cul-de-sac that allows pedestrian or bicycles direct access to an adjacent neighborhood. Other neighborhood connector options, which at this time are rare, could be the establishment of "safe" cycling routes on existing and appropriate roads already in the City.

<u>Regional Trails</u>: These are established long distance trails, separate from automobile travel, that are designed to connect public lands and regional destinations. These tend to be recreational and may include rest stops and interpretive stations. The Badger Trail, once developed, is a regional trail that extends outside the City limits. The Nooksack Loop Trail, of which Lynden is included, is a regional trail that will link several Whatcom County jurisdictions and highlight attractions in each (Figure 2.1). Other options for regional trails might be a Berthusen Park connector and an eventual Railsto-Trails style of trail that links Lynden to Everson via a decommissioned Burlington Northern Railway.



Figure 2.1 The Nooksack Loop Trail





Park Name	Size	Classification	Development Status	Primary Use
	(acres)		<u>Status</u>	
Bender Fields	56	Regional	Developed	Sport Field Complex
Benson Park	20 - 40*	Regional	Undeveloped	TBD
Berthusen Park**	236	Regional	Developed	Trails, natural area, historic homestead
Centennial Park	0.3	Neighborhood	Developed	Open space, special events
City Park	10.4	Regional	Developed	Playground, trails, Recreation Center
Dickinson Park	8.7	Regional	Undeveloped	Trails, greenspace
Glenning Park ***	4	Neighborhood	Undeveloped	TBD
Greenfield Park	2	Neighborhood	Developed	Playground, greenspace
Northwood Lynden Jim Park	2.9	Neighborhood	Developed	Playground, trails
Patterson Park	4.2	Neighborhood	Developed	Playground, trails
Open Space				
Fairgrounds wetlands	4.4	Greenspace	Undeveloped	Natural Area, wetlands
Treatment Plant Floodplain	10	Greenspace	Undeveloped	Natural area, views, trails, floodplain, wetlands
Scenic Estates Conservancy	5.9	Greenspace	Developed	Natural Area, trail
Old Middle School Trail	2.3	Greenspace	Undeveloped	Future trail connection
City Hall lawn	2	Greenspace	Developed	Picnic area, lawn

* The City owns the 40-acre Benson property. The final size of the park area is yet to be determined.

Berthusen Park is not inside the Lynden City Limits *Glenning Park was purchased by the City with an agreement to raise private funds for repayment. It may sell a portion of the property if the full price is not raised. The official name for this park has not yet been determined.

2.2 Trail Network Inventory

It is increasingly clear that a well-designed urban trail network is a major asset to the residents of a city. Trails provide transportation options, recreational opportunities, health benefits, and connections to nature. They simply help make living in a City more interesting. Trails are a quality of life issue for residents. That proves to be the case in Lynden as well. Survey respondents overwhelmingly (74%) stated that Lynden does not have enough trails. A vast majority of comments about the City's park and trail system described how people use the City's trails.

Currently, the Jim Kaemingk Sr. Trail diagonally bisects the city as the City's most established and developed non-motorized trail. It connects public lands and passes through residential neighborhoods as it follows Fishtrap Creek on its path through the City. It is extensively used as a recreational trail. City policy makers have made it a priority to extend and improve the trail from one end of the City to the other and progress is happening. Since the 2014 Update. trail construction has been completed around Fisher Elementary School,



Jim Kaemingk Trail near Lynden Christian School

the city secured property behind the old Middle School for future trail construction, and residents approved a Park and Trail bond which will construct another segment of trail between 17th Street and Front Street.

2.2.1 Conceptual Trail Network Planning

As part of the planning efforts related to this update, a Concept Trail Network Workgroup, formed from members of the Parks and Trails Advisory Committee and the Berthusen Park Advisory Committee, organized and met to brainstorm and formulate ideas on a City-wide conceptual trail network. The goal of the team was to discuss and propose feasible routes for a trail network that would be inter-connected across the city and linked to the City's parks and public spaces. Once built out, this network would provide both off-street transportation options and recreational opportunities that highlight some of the City's interesting characteristics and natural features for residents and visitors.

Map 2.2 below is the ambitious and inspiring result of that planning effort. It identifies separate, specific trails City-wide and provides a feasible option for their location. Including them as part of this Master Plan means that as future development is proposed in these locations, these concept trails need to be accommodated as part of that development. This accommodation may take many forms dependent on the specific circumstance. At the very least, it would require the establishment of a trail easement that could be built out as funding becomes available. As is often the case with trail building

efforts, the full construction of a trail is opportunistic as funding and property becomes available. The importance, though, of having a conceptual trail network included in this Master Plan is to identify those potential locations so that those opportunities can be acted upon at the appropriate time.

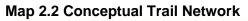
2.2.2 Trail Maintenance and Natural Areas Management

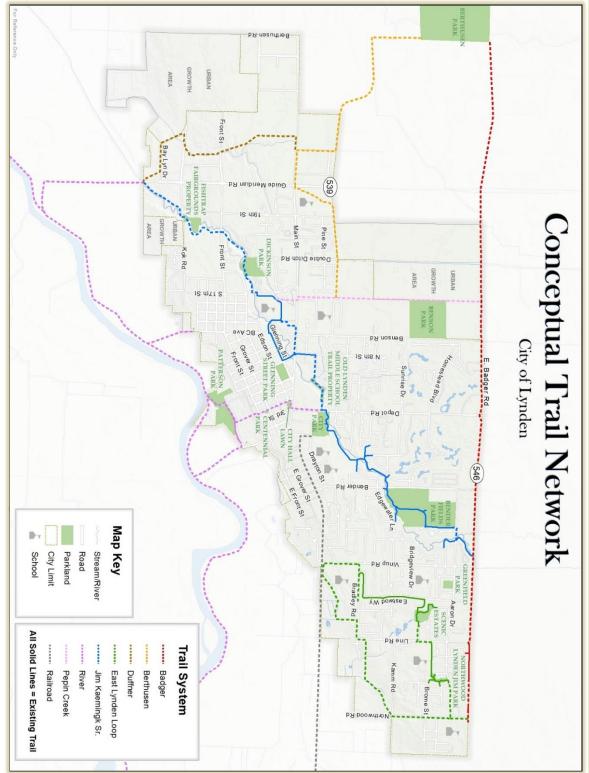
Lynden's oldest public trail segments are nearly 30 years old and were built to closely parallel Fishtrap Creek as it diagonally bisects the City. The age and location of these trails means there are ongoing and significant maintenance issues for these trails. Fishtrap Creek is in constant motion across its channel migration zone, eroding some banks and depositing sediment in other areas. In a few locations along the Jim Kaemingk Trail, stream bank erosion threatens the integrity of the trail. The City has generally been reactive to these situations, fixing them when necessary. Realistically, a more proactive approach is required. More proactive management would require significant resources, but the goal would be to identify potential and active erosion areas and to stabilize the streambank with bioengineering techniques. Additionally, this approach would seek to protect the streambank for the long-term by controlling invasive plant species and to establish a healthy native tree and shrub riparian area along Fishtrap Creek. This approach will both enhance this invaluable natural resource and protect the Jim Kaemingk trail corridor across the City.

Similarly, many of the City's parklands contain irreplaceable natural areas. Examples of these areas include: the stream and riparian areas of Fishtrap Creek and Bertrand Creek, the forested areas in Berthusen Park, Dickinson Park and Scenic Estates, the floodplain and wetlands in Patterson Park, and the woodlot area in City Park. These natural areas provide an increasingly vital natural refuge within the City. They provide ecosystem services, wildlife habitat, aesthetic appeal and a physical connection to the natural history of this region. Progressively, as these lands become more fragmented, more surrounded by increasingly urban land uses, and more heavily used, they will require vigilant management of the natural systems in these spaces. Without adequate natural areas management, these places will be degraded by invasive plants, herbivory, and overuse.



The Million Smiles Playground in City Park





Trail Name*	Type of Trail	<u>Conceptual</u> Length (Approx.)	Development Status
Berthusen Trail	Regional	2.75 miles	Undeveloped – 0% built
Badger Trail	Neighborhood	4.5 miles	Undeveloped – 7% built
Duffner Trail	Recreational	1.5 miles	Undeveloped – 0% built
East Lynden Loop	Recreational	4.5 miles	Partial – 50% built
Jim Kaemingk Sr	Recreational	5.5 miles	Partial – 60% built
Pepin Creek Trail	Recreational	1.5 miles	Undeveloped – 0% built
River Trail	Recreational	9.75 miles	Undeveloped – 2% built
Railroad Trail	Regional	TBD	Undeveloped – still a RR
Nooksack Loop	Regional	TBD	Undeveloped

Table 2.2 Lynden's Conceptual Trail Network

* Apart from the Jim Kaemingk Sr Trail, these are mostly concept trails. The names listed here are not official.

**The Nooksack Loop Trail would connect from the County to Lynden's trail network.

2.2.3 Bicycle Transportation Network

Lynden has become a biking destination. In general, the streets in Lynden are wide, flat, and well maintained. The City is also surrounded by quiet rural roads that offer expansive views of the surrounding countryside and endless options for loop trips of various lengths. Cyclists often stop for a cup of coffee or a bite to eat at one of the shops in downtown Lynden after they have finished up a loop in the County. In 2017, the Downtown Business Association partnered with the City to set up a bike maintenance station in the public parking lot next to Centennial Park.

The City currently does not have an established bike route network. The next update to the Transportation Element of the City's Comprehensive Plan will include a focused look at how this might be further accommodated.

2.3 Lynden Public Facilities

Besides the abundance of quality park lands, sport fields, playgrounds and trails that make up the City's park and trail system, the City owns and maintains significant public facilities and structures that provide recreational opportunities for its residents. In general, while these are publicly owned, the City partners with outside organizations that provide the actual programing for activities at these facilities.

2.3.1 Lynden Recreation Center

The Lynden Recreation Center was originally constructed in 1962 as an outdoor pool-only structure. In the early 1980s an addition was constructed to cover the pool, and add new racquetball/handball courts, a gymnasium, fitness room, and locker rooms. The current facility is owned by the City and, until recently, was operated by the Whatcom Family YMCA, which provided indoor recreational opportunities to the public through membership and participation in organized classes or leagues. Furthermore, the School District swim teams use this facility for their events and practices.

Due to economic struggles associated with the Covid-19 pandemic, the YMCA has ceased organizing sports leagues, fitness classes and other recreational programs at the Lynden Recreational Center. The prior arrangement, though, exemplifies the partnership model that the City has developed with outside organizations in providing coordinated recreational opportunities to residents.

Even prior to the COVID-19 pandemic, the future of the facility has been the topic of frequent discussion. The facility has lasted beyond its life span and it continues to offer a valuable service to the community. It does not, though, meet the perceived demand for indoor recreational options for Lynden residents. In 2012, Lynden residents voted down a bond proposal to move and rebuild a YMCA center in downtown Lynden. Since 2012, the City has focused on maintaining the facility to stretch its lifespan. The cost of a full rebuild or major remodel would require significant outside funding or the passage of a new bond. At the time of this update, the City is exploring options to continue to offer recreational activities at this facility.

Since 2014, the City has invested \$450,000 into the pool facility for safety and maintenance projects. These projects include pool equipment repair and replacement, locker room and restroom upgrades, exterior and interior painting and lighting retrofits. \$200,000 of that total was spent in 2019 to resurface the pool. These projects were completed to essentially maintain the same level of service.

The Lynden Recreation Center provides a valuable service to the community. Many survey respondents indicated that a quality indoor recreational center and pool should be top priorities for the City. Survey respondents indicated that the top two items that they would be willing to pay higher taxes for were:

- 1) Building a new aquatic center,
- 2) Building a new community center.

high	at funding requests would you be willing to pay ner taxes for?	Total	Percent
Ques	stion 28 from the 2019 Parks Plan Online Survey		
1	Building an aquatic center	545	55%
2	Building a new community center (indoor recreation and education)	463	47%
3	Adding sections of the City trail	432	44%
4	Upgrading or developing existing parks	272	27%
5	Purchasing new park land	267	27%
6	Improvement projects to existing indoor facilities	170	17%
7	Redevelopment of downtown green space	118	12%
8	An artificial turf field (football, soccer)	118	12%
9	None of the above	99	10%
10	Other	79	8%

2.3.2 Lynden Community Senior Center

The Lynden Community Center is located in downtown Lynden and serves the community as an activity and social center for seniors. The City of Lynden owns and maintains the 11,253 square foot facility, though the Lynden Community Senior Center is an independent 501c(3) non-profit organization. The building has a recreational center, educational rooms, and a cafeteria.

The Community Center offers programs and activities for all Lynden residents but are specifically oriented toward Lynden's senior residents. It also operates a noon meal program (by donation) and offers home delivery meals to homebound members.

The Community Center operates independently and is governed by a volunteer board. They are responsible for long-term planning decisions. The building is aging, but in good physical condition.

2.3.3 School Facilities

In many communities, school facilities, which often include sports fields, playgrounds, and open space provide a location for both formal and informal recreational activity for the general public. Of course, safety and scheduling logistics can make effective use of these spaces difficult. For this reason, permission to use school district facilities is required. In Lynden, when school is out, it is not uncommon for neighborhood kids to be seen playing in a playground or playing a game of pick-up basketball or baseball on the unused school fields. Throughout the year, youth sports leagues use Lynden School District athletic fields and courts for football, soccer and basketball games and tennis matches.

2.4 Parks and Trails Administrative Framework

The Lynden Parks Department has 6 full-time employees and 5 seasonal workers. The Parks Director reports to the City Administrator and is responsible for the direct management of park staff and allocating the resources needed to care for and maintain the park lands. The Parks Department staff are directly responsible for the physical work of maintaining and caring for the Parks. They also organize facility rentals and other public use opportunities and facilitate partnerships with outside organizations (youth sport leagues, school districts, tournaments, etc) that use the sport fields throughout the year.

Since 2014, full-time staff has remained steady for the parks department, but they have added 2 seasonal workers to help with the ongoing summer maintenance demands. Since 2000, while the park acreage under their care has increased by more than 30%, the Parks Department has only added 1 full-time employee. The City's parks remain well maintained and cared for. As the City's population continues to rise and park development and maintenance demands also increase, it is anticipated that park staffing will also need to increase.

Lynden is somewhat unique in that the Parks Department does not include any "latch key" programs, as many parks departments do. Nor does it actively manage the many sports leagues that play in the area. Rather, it maintains park assets and schedules team use of play fields. This distinction is worth noting because the effect of not having those programs and responsibilities is that fewer employees are required to "run" parks facilities. This in turn reduces the impact on the City's General Fund.

The City Council Parks Committee, made up of a three-member subcommittee of the Lynden City Council, advises and makes recommendations on all matters pertaining to the operations and maintenance of the existing park system lands and facilities. They provide leadership and vision in meeting the public's desires for the City's Park and Trail System. The Parks Director works closely with the Committee, keeping them informed of the Parks Department activities and needs for the daily and long-term operations of the Park and Trail system.

The Lynden Parks and Trails Advisory Committee is made up of seven community members that are appointed by the Mayor to provide public input into the decision-making process. They are an advisory and fact-finding committee charged with researching, reviewing, and making recommendations on issues related to the operation and management of the City's recreational programs and facilities. The Parks Director

supports the Committee and provides the members with the information needed to fulfill its advisory function.

2.4.1 Lynden Regional Parks and Recreation District

The Lynden Regional Park and Recreation District was formed in 1996 with the purpose of maintaining and improving public parks and recreational facilities within the District's boundaries, that follow the same boundaries as the Lynden School District. An elected, five-member Board of Commissioners governs the District. The District's revenue consists primarily of bonds supported by property taxes and its funds have been used to secure land and to improve many of the parks in Lynden.



The Parks and Recreation District was fundamental in securing the northern 20 acres of Bender Fields Park and a portion of Patterson Park. The District has sponsored two successful ballot initiatives for park and trail funding. One in 1997 for Bender Fields and, just recently, the 2019 parks and trail bond which will connect the Jim Kaemingk Sr trail to Dickinson Park, contribute to the purchase of Glenning Park and build infrastructure at Benson Park to improve public access to that new park.

Since the formation of the District, many park improvement projects have been implemented with the help of District funding and promotion. District funding has been used to develop soccer fields, for field maintenance equipment, and for dugouts at Bender Fields Park, for disk golf baskets at Patterson Park, for a new shelter at the Antique Tractor Club and for roadway and parking improvements at Berthusen Park. Furthermore, the district paid for one of the bouldering rocks at Bender Fields, contributed funds for the Million Smiles playground at City Park, helped pay for the resurfacing of the community pool, and contributed to funding for the Phoebe Judson statue that sits in downtown Lynden.

Chapter 3: Level of Service Standards

3.1 Introduction

In the 2014 Park Master Plan, the City established a base Level of Service (LOS) standard at 7 acres per 1000 people. In 2014, the population of Lynden was 13,111 and had a total of 72.4 acres of parkland (not including Berthusen Park). That works out to 5.5 acres / 1000 people which is below the LOS standard. Since 2014, the City has added property to the park system. This includes securing property for future park development. This acreage includes 2.9 acres of Northwood Lynden Jim Park, between 20-40 acres of Benson Park, 8.7 acres of Dickinson Park, and 4 acres at



Jim Kaemingk Trail in City Park

Glenning Park. Besides Northwood Lynden Jim Park, these parks are undeveloped. Their acquisition, though, means they are key properties that will help keep Lynden at or above its base LOS for the foreseeable future.

Lynden's estimated 2019 population is 14,470. The total park land acreage managed by the City Parks Department is 367.5. That total includes the 236 acres of Berthusen Park and other undeveloped open space lands which are not necessarily readily accessible to the public. Not including Berthusen Park, but including park land additions since 2014, the City's parkland acreage is 131.5 acres. This acreage gives the City 9.1 acres / 1,000 people based on the 2019 population. This is above the City's established LOS standard of 7 acres / 1000 people.

In the 2014 plan, the Berthusen Park acreage was not included in that LOS calculation. This is because it is not within the city limits and has its own Master Plan and citizen advisory committee. However, it is managed by the Parks Department, it requires City resources to manage, and is a popular destination for both Lynden residents and regional visitors. For this reason, it should be considered, and highlighted, as a part of the City's overall Park and Trail System.

Ρορι	ulation	Total Parkland *	Acres / 1000 (All parkland)	Not Including Berthusen Park	
		(acres)		Parkland (acres)	Acres / 1000
2014	13,111	308.4	23.7	72.4	5.5
2019	14,470	369.1	25.4	133.1	9.2
2036	19,282			<u>135</u> **	7**

* All parkland including Berthusen Park and Open Space areas

**135 acres according to the 2036 population projection will be required to maintain the City's base LOS of 7 acres/1000.

Of course, there are several ways to determine whether the City is meeting the park and recreational needs of its residents. The National Recreation and Park Association (NRPA), which works to establish national standards for park agencies, advises that while a set-in stone LOS standard may be desired by decision makers, it should not be the final answer for what is best for each City. Each community is distinct in what services are available and offered. These standards should help inform plans and decisions but are just one tool for evaluating how a City is doing in providing parkland and recreational opportunities for its residents.

Besides a simple calculation of total parkland, there are other evaluation considerations that are helpful.

3.1.1 City Demographics

Demographic data analyzed for the 2016 Comprehensive Plan update showed that nearly 20% of the population is older than 65 years old and that nearly 60% is under 45 years old. Lynden is somewhat unique in that it tends to be a retirement community while it simultaneously has a high percentage of young families. This characteristic needs to be considered when planning for park facilities.

3.1.2 Recreational Expectations

The 2019 Lynden Parks and Trails Community Survey asked residents what they expect of the City's Park and Trail program. The general consensus is that the City's parks and trails are important in maintaining a high quality of life and are a worthy investment for the City.

Residents expect a variety of well cared-for sport facilities and an expansive and wellconnected trail network. There is strong interest in a new or rebuilt public recreation center, including a community pool. Residents tend to be satisfied with the current level of involvement that the Parks Department takes with organized recreational programming. That includes providing a location for and maintaining sports fields but partnering with outside programs to organize the sport leagues.

Lynden is situated in an amazing geographical context. With both mountains and the sea within close driving distance, many Lynden residents satisfy their recreational needs in nearby jurisdictions (federal, state, county, etc).

3.2 Parks and Recreation Comparisons

The National Recreation and Park Association (NRPA) collected performance data from 1,075 unique park agencies and compiled it into the 2019 NRPA Agency Performance Review. This document provides <u>median</u> data which can be used to provide insights on how Lynden compares on a variety of metrics to the full spectrum of park agencies.

Park Metric	Lynden	All jurisdictions	Jurisdictions less than 20,000 people
Acres / 1,000 residents	9.2 w/o Berthusen 25.4 with Berthusen	10.1	11.8
Residents per Park	1,447	2,181	1,231
Residents per playground	2,894	3,706	NA
Residents per baseball field	803	6,980	NA
Residents per soccer field	1,607	7,812	NA
Residents per Senior Center	14,470	28,750	NA
Full Time Employees per 10,000 residents	8.7	8.3	9.6

3.3 Access and Connectivity

Besides having an abundance of park facilities, lands and their amenities (playgrounds, sport courts, and open space), it is important that residents have simple and ready access to those park lands. Access to parks is generally measured by walking distance from a property to public lands. Living within ½ mile of a park, a 10-minute walk, is often considered an industry standard for evaluating access to park lands.

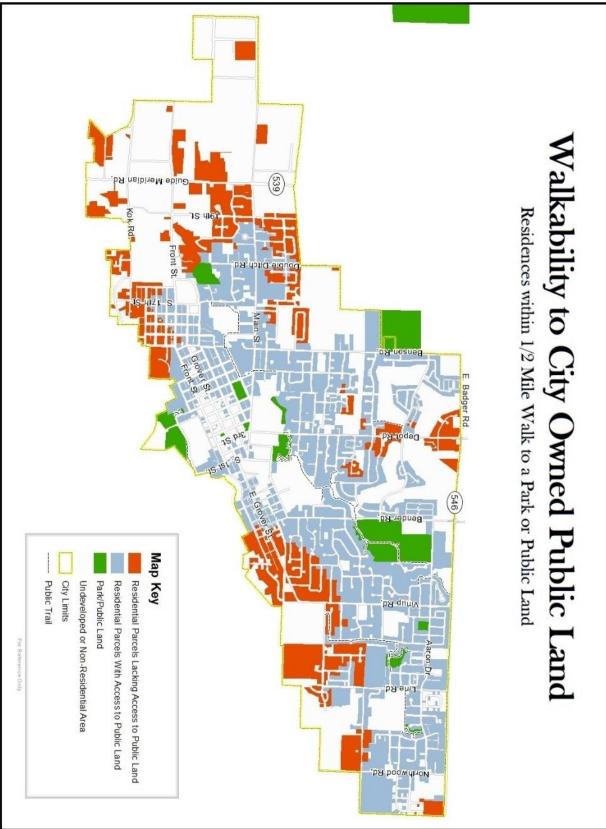
Lynden has not adopted a specific level of service for park access. For this update, an accessibility analysis measured the percentage of residents in the City that live within a $\frac{1}{4}$ mile walk and a $\frac{1}{2}$ mile walk of a park land. This distance was measured by taking barriers into account. The resident must be able to use a public road, sidewalk or trail to walk and reach the specific park property. The results show that 42% of households live within a $\frac{1}{4}$

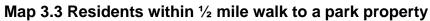
mile walk to a park property and just over 74% of households live within a ½ mile walk to a park.

Households in City Limits	6,286	
Households within ¼ Mile of a Park Property	2,634	42%
Households within ½ Mile of a Park Property	4,672	74%

The national average for park accessibility (1/2 mile) is 54%. Lynden well exceeds that average with 74% of its households living within ½ mile of a park property. Of course, a goal for the City is that all of its residents have easy access to its parks and trails. Future trail building decisions and potential park land purchases should take into account how that access can be improved.

Map 3.3 below shows the results of this analysis. The red portions of the map indicate Lynden's residential areas where access to park lands is limited. This analysis is extremely enlightening for future park management decisions. This data can be helpful in allocating resources and for consideration of future property acquisitions and trail building.





Park Property	Households with ½ mile access to this Park	Percent of Lynden Households	Households with ½ mile access to <u>ONLY</u> this Park	Percent to <u>ONLY</u> this Park
Bender Fields	1,444	23%	578	9%
Benson Park	444	7%	428	7%
Centennial Park	673	11%	0	0%
City Hall Lawn	793	13%	0	0%
City Park	855	14%	263	4%
Dickinson Park	510	8%	392	6%
Glenning Park	925	15%	128	2%
Greenfield Park	1,082	17%	0	0%
Lynden Jim	687	11%	377	6%
Patterson Park	624	10%	5	0.1%
Scenic Estates	799	13%	113	2%

Table 3.3 Walkability to Lynden's Park Properties

This table shows the number and percentage of residents having access to a specific park. Obviously, the size (~60 acres) and location of Bender Fields puts it in contact with many residents, nearly a quarter of Lynden households. Greenfield Park, though only 2 acres and with limited amenities, sits within a relatively dense residential neighborhood and nearly 1/5 of Lynden residents live close to this park.

A closer look at the City's recent park purchases are also interesting. Glenning Park provides access to 15% of City households, a significant percentage for a relatively small park property. Dickinson Park, while centrally located in town, has limited access because of the presence of Fishtrap Creek along its entire southern border. This will change soon as trail development plans come to fruition. Building trail access to the park will provide a bridge across the creek, thereby opening access to the south. The undeveloped Benson Park property, which sits off the northwest corner of the City limits, currently has few people living around it. The importance, though, of this strategic purchase will become evident as the Pepin Creek Subarea develops as the next stage of residential growth in the City.

3.3.1 ADA Accessibility

The City strives to ensure that its public facilities are accessible to all individuals regardless of physical limitations. New projects and facilities will be designed to meet ADA guidelines. It is anticipated that some new trail sections, because of their restricted geographic location, may not be able to meet ADA regulations due to steep slopes or uneven terrain. In those instances, appropriate signage will be placed to ensure alternative routes are identified.

3.4 Park and Trail Needs and Desires



Patterson Park Playground

In general, the City is meeting its level of service goals for parks and recreation in the city. It has secured enough property to meet its LOS acreage goal for guite some time, of course, dependent on the actual population growth that occurs. The City has impressive sport fields and courts. While the demand for their use continues to rise, the existing sport facilities are well used and well maintained. Trail building is a City priority, and while many connection and trail expansion opportunities remain, the City is making efforts to capitalize on those opportunities. Finally, the amount of organized

recreational programming within the City is limited, but the City successfully meets most of those demands with partnership organizations.

The greatest needs for the park system are new park development, ongoing maintenance demands, improved signage and wayfinding markers, and upgrades to existing facilities.

Park System Needs:

- Park development planning and construction
- Ongoing funding resources for existing park upgrades and maintenance
- Securing and building City-wide trail connections
- Lynden Recreational Center remodel / rebuild
- Natural areas management (Fishtrap Creek, Nooksack floodplain, wetlands)
- Coordinate park signage and trail wayfinding markers

Chapter 4: Capital Improvement and Parks Funding

4.1 Introduction

A premier parks and trail system, which is the desire of the City and its residents and is reflected by the ambitions of this plan, requires funding. A Park and Trail Master Plan without the ability to fund its initiatives is only an exercise of the imagination. While casting an inspiring vision for Lynden's parks and trails system is an important first step, funding that vision requires many things - the priority of City Council to allocate resources, a significant effort of City staff to procure and manage grant opportunities, and ultimately the wise and efficient spending of those funds.

Currently, the City Parks Department develops an annual budget designed to meet the needs of managing the parks and trails system. This budget is paid for with discretionary funds that are allocated annually by the City Council. As such, Park's funding can sometimes be seen as competing with other City services which also need to be funded. The importance of the City's parks and trail system to the quality of life of its residents make adequate funding of that system an essential component of a successful and livable City.

There are many funding options used by the City to fund the park and trail system. These include general fund allocations, special bonds and levies, state and federal grants, user fees, park impact fees, and donations from individuals and civic organizations.

4.2 Parks Department Budget

The 2020 City Parks Budget is \$3,432,000 and is met predominately by the following:

General Fund:	\$882,000
Park Impact Fees:	\$120,000
Park Revenue:	\$30,000
Grants (DOE):	\$500,000
Bond Measure:	\$3,000,000
Real Estate Excise Tax:	\$618,000
Community Donations:	\$400,000
Volunteer labor:	400 Hours

These categories are described in further detail below.

4.2.1 General Fund

These are discretionary funds of the City that are allocated annually for a variety of City services. Historically, approximately 5% of the Park Department budget is funded by the City General Fund and pays for standard operation and maintenance of the Parks Department. The General Fund revenue is made up by a number of local taxes.

• Property Tax: This is an annual tax levied on the assessed value of real property. The average Lynden property owner pays the City \$692 in property taxes annually.

- Sales Tax: This is a tax on any taxable purchase or event that occurs within the City. The combined state and local sales tax rate is 8.7%. The City portion of the sales take is approximately 0.8%.
- Utility Business and Occupation Taxes: This is a tax levied on the operating revenues earned by public and private utilities from their operations within the City. Annual General Fund revenue from this tax is approximately \$1,993,000.
- Motor Vehicle Fuel Tax: This is the "Gas Tax" on each gallon of gasoline that is purchased within the City. The 2020 gas tax in Washington State is 49.4 cents per gallon. The City receives a portion of this tax, approximately \$305,000 annually.

4.2.2 Park Impact Fees

Impact fees are a one-time development fee imposed by a local jurisdiction for new development projects. They are intended to help pay for the cost of expanding public services due to the increased demand on those services as a result of that new development. Lynden imposes impact fees for Transportation, Fire, and Parks.

The 2020 park impact fee assessment is as follows:

- Single Family or Duplex construction: \$936 per unit
- Multifamily construction: \$546 per unit
- General Commercial construction: \$234 per 1000 square feet of ground floor area (GFA).
- Retail construction: \$140 per 1000 square feet of GFA.
- Manufacturing or Warehouse construction: \$94 per 1000 square feet of GFA.
- Assembly (schools, churches): \$47 per 1000 square feet of GFA.

Total park impact fee revenue from 2014 – 2019 is \$634,394 and has averaged \$105,732 per year.

The park impact fees as listed above were established in 2004 by Ordinance 1197 and have not been adjusted since. Adjustments to more accurately capture the cost of new development on the City's park system are scheduled to be proposed in 2021.

4.2.3 Park Revenue: User Fees and Leases

The Parks Department collects fees for some activities that occur at the City's park facilities. These can be as simple as an afternoon rental fee for a kitchen facility, to a 10-year agricultural lease for use of land within Berthusen Park. Since 2014, the average annual revenue from park use fees is approximately \$78,000. In Lynden, park user fees are dedicated to contributing to the cost of ongoing park operation and maintenance expenses.

In 2019, the City collected \$80,348 in user fees.

- Athletic leagues and tournaments: \$26,939
- Kitchen and facility rentals: \$18,945

In general, these use fees are intended to be priced affordably. Frequent and careful review of these prices should occur to ensure they remain reasonable to users but also have an impact on the cost of providing these services to the public.

4.2.4 Agency Grants and Appropriations

Occasionally, the City has been able to procure grant and appropriation funds from state and federal agencies for specific park and trail improvement projects. These are valuable for the City achieving its level of service and have been used for land acquisition and park improvements. Due to the competitive nature of receiving grants, the City cannot expect to rely on grants for standard operation of the park system.

Since 2014, the City has received three (3) grants for an approximate value of \$2.3 million. They are described below.

- Department of Commerce Appropriation: \$1 million for Bender Fields parking lot and restroom construction.
- Clean Water State Revolving Fund: \$500,000 for the partial acquisition cost of the Conservation Area of Dickinson Park.
- Safe Routes to School: \$844,610 from the Department of Commerce and the Department of Transportation for the Jim Kaemingk Sr trail extension behind the recently constructed Fisher Elementary School.

The City of Lynden continues to seek grant funding for trail construction and improvement projects. In particular, the WWEP-Recreation grant program from the Washington State Recreation and Conservation Office lines up well with the City's vision to extend its trail network across the City.

4.2.5 Bond Measures

These are voter approved property taxes that are levied for specific park projects and are paid off over a period of time (20 years / 30 years). These bond measures require 60% approval to pass. Two (2) park bonds, put forward by the Lynden Regional Parks and Recreation District, have passed in Lynden. In 1998 voters approved a 20-year, \$1.1 million measure to pay for acquisition cost of the northern 21 acres of Bender Fields Park. That bond was paid off in 2018.

In 2019, voters approved a Lynden Parks Bond, Proposition 2019-1, which is a 20-year, \$3 million measure. This bond will cost the average Lynden homeowner about \$30 per year and will fund three projects. These are:

\$1 million to pay for initial development of Benson Park. This will include the addition of public restrooms, utility infrastructure and providing access to the historic barn and event space.

- \$1.8 million to pay for the extension of the Jim Kaemingk trail into and through Dickinson Park.
- \$200,000 to pay for a portion of the community led acquisition of the Glenning Park property.

Bond Measures are difficult to get approved but as shown by the 1998 bond and the forthcoming projects being funded by the 2019 bond, they can have a significant impact on improving the parks system.

4.2.6 Real Estate Excise Tax

This is a tax on the sale of property. It is a graduated tax between 1.1% - 3.0% depending on the full sale price of the property. Revenue from this source is restricted to being spent on listed capital projects. Anticipated 2021 revenue is expected to be approximately \$200,000.

4.2.7 Community Donations and Volunteer Labor

A never overlooked and greatly appreciated source of funding and labor comes from residents of the Lynden community. These donations come in many forms:

- Community groups (Mount Baker Rotary, Kiwanis clubs) that organize specific improvement projects within an existing park. In 2006, hundreds of community members came together to fundraise for and build the Million Smiles Playground at City Park. In 2019, the Mount Baker Rotary raised \$458,000 to fund the construction of a new boulder park and sport courts at Bender Fields. Besides direct funding for this project, they gathered material donations and organized work parties (value in excess of \$100,000) to get the project completed.
- Material Donations: The Parks Department often receives in-kind donations of tools, equipment, plants and landscaping materials for upkeep and maintenance projects across the City.
- Estate Gifts: While rare, occasionally the City will receive gifts (financial or material) from estates. Similarly, property owners have offered to sell their property to the City for park purposes at below market rates. The Benson Park property was secured from the Heusinkveld family in 2014 at a below market rate.

There is opportunity for the City to increase this type of funding mechanism. The value of this type of activity goes beyond the financial benefits to the City's park system. Residents who contribute of their time or financial resources to a park project will remain connected to that park for the rest of their life. Volunteering creates a sense of ownership of the park system.

In the winter 2019, 150 Lynden High School students worked at Bender Fields for a day to plant 2,000 native trees and shrubs along Fishtrap Creek. Again, besides the incredible value of that labor, those students will be able to come back to that location for decades and see the impact of those few hours of labor. Of course, organizing volunteers and projects requires staff time and effort but the City should make it a priority to get more residents involved in the ongoing maintenance and improvement of the parks and trail system.

4.3 Additional Park Funding Opportunities

As with every municipal budget, especially as growth continues, there is a continual demand for additional funding. Since the 2014 Master Plan, the City has added significant park land acreage to the system. Those park lands are mostly undeveloped. Just deciding what to develop at those park lands will require substantial resources (financial and physical). That is before anything is even built. Construction of trails, athletic fields, and other park amenities, specifically because they are public projects, are not cheap. Additionally, since 2014, the City has added amenities to existing parks. With those additions, the demands on the Parks Department continue to increase. Ongoing operation and maintenance of the existing system requires significant resources. Adding capacity without also adding staff and equipment will only result in a gradual decline in the level of service that the Parks Department is able to offer.

The future is bright for the City's park and trail system. The potential to make significant trail improvements, to develop new park properties and add recreational amenities to Lynden's park and trail system has never been greater. Of course, realizing that potential will require the City to increase its funding capacity. The recent COVID-19 pandemic is sure to impact funding streams as governments are forced to deal with the financial impacts of the pandemic. This tightening may make funding new projects more difficult. Even so, the pandemic has also highlighted the importance of the City's parks, trails and open space areas as places for families to burn off energy and for residents to safely gather and maintain social connections. Below are recommendations for ongoing park funding.

<u>General Fund</u>: As the City grows its budget grows with it. The park system will continue to rely on the discretionary funds of the city as a stable funding source to maintain its desired level of service.

<u>Grants</u>: Grants are not a reliable funding source, and generally, they do not pay for ongoing operation and maintenance. Historically, the City has not allocated much effort to going after grant opportunities. With the park development demands that the City will be seeing, there may be some opportunity to secure grant funding. If the City can use this Master Plan to identify solid Capital Improvement needs, it may be valuable to allocate additional City resources to pursue grant funding for those projects. Securing some of that needed funding through grant resources would help to alleviate pressure on the General Fund.

<u>Park Impact Fees</u>: There appears to be support from the community to ask new development to pay more for park services. 62% of respondents said just that in the Online Community Survey that was conducted in 2019. Park Impact Fees have remained the same since 2004. It may be time to adjust those rates to reflect the current cost of providing additional park services.

<u>User Fees and Leases</u>: Careful review and future updates to those fees should reflect appropriate market rates.

<u>Park Bonds</u>: Historically, it has been difficult to pass property tax levies in Lynden. In 2019, though, voters passed a Park bond to pay for specific park improvement and trails projects. The ask was fairly minimal, costing the average Lynden homeowner about \$30 per year. But as the City grows, the value of the City's parks and trails becomes more evident. There is evidence that residents may be willing to financially support the parks system through their taxes. This is reflected in the 2019 Community Parks Survey. 79% of respondents said they would support bond initiatives to improve the City's park system. More than 60% of respondents said they would pay \$10 or more per month to improve the City's park system.

Volunteer Groups and Community Donations:

Volunteerism is a cornerstone of this community and there are opportunities for the City to leverage additional volunteer labor across the park and trail system. Additionally, the City could work more proactively with community groups like the Mount Baker Rotary to look ahead and plan for specific projects or park initiatives that they would be willing to support. Of course, this puts additional pressure on an already busy staff to organize these events, but the benefits are priceless. Over the course of this planning period, as the City's population continues to grow and demand for park services also increases, there will be a time to add park staff. As that occurs, staff roles that include working with and organizing volunteers should be considered.



The East Lynden Loop Trail in Northwood Lynden Jim Park

4.4 Parks Capital Improvement Planning

As with every comprehensive planning effort, it is important to identify anticipated costs over the planning period to ensure that they City's level of service will be met. The City's LOS standard for parks is at least 7 acres of parkland per 1,000 residents. Expected costs for the park and trail system will be for land acquisition, new park development, trail construction, upgrades to existing park lands and on-going maintenance. Long term planning requires the City to consider costs and expectations through the Comprehensive Planning period – through 2036. For practical consideration, this plan identifies a 6-year Capital Improvement Plan which is listed below.

Improvement	6-Year CIP	
Park Acquisition	None anticipated	
New Park Development	\$10,300,000	
Trail Construction	\$2,900,000	
On-Going Costs		
Maintenance and Operations	\$900,000	
Total Park Costs	\$14,100,000	

Table 4.4 Six Year Capital Improvements

4.4.1 Acquisition

As shown in Chapter 3 of this plan, recent acquisitions have secured enough acreage for the LOS standard to be met even according to the 2036 population growth projection. The 2014 Plan identified a need for a total of 135 acres of park land to meet the LOS for the projected population growth through 2036. Since 2014, park land acquisitions have secured a total of ~132 acres of park land. This number is somewhat flexible based on the actual acreage that will ultimately be developed at Benson Park and Glenning Park and the population growth numbers that occur. What this means is that the anticipated acquisition costs to meet the City's LOS through 2036 are going to be minimal.

There still may be additions to the City's inventory of park land during the planning period. In particular, potential acquisitions should focus on areas of the City that lack park access. Oftentimes, timing has much to do with the decision to purchase or secure a unique or strategic park land. This was the case with the recent additions – property owners were interested in selling and the City acted to secure them for park property.

4.4.2 New Park Development

Anticipated costs for park development, on the other hand, should be substantial. Benson Park (~20 - 40 acres) and Glenning Park (4 acres) are largely a blank slate and are suitable for high cost active recreational facilities (infrastructure, sport fields, sport courts,

structures and facilities). Dickinson Park (9 acres) is also undeveloped and will need infrastructure development (parking, restrooms, trails) but is more suitable for passive recreation rather than higher cost new athletic facilities. Patterson Park is relatively undeveloped and has the potential for medium cost boardwalk and trail infrastructure and ecological restoration.

The City expects that some of these improvements can be funded through public/private cooperation, as is evident from the recent (2020) improvements (boulder park, sport courts) added at Bender Fields Park. The City encourages and facilitates these types of partnerships to develop and improve its parklands.

	6 Year Improvement	Description	Cost
	Barn Remodel	Event space, add lobby, restrooms, and kitchen	\$2,000,000
	Event Space Site Improvements	Vehicle access, parking, and landscaping	\$1,500,000
Benson Park	Recreational Field Development	Sport field/court and playground installations	\$1,000,000
	Public Restroom	Outdoor restroom	\$500,000
	Develop Access	Parking area	\$300,000
Dickinson Park	Playground and Seating Areas	Install playground and picnic tables	\$100,000
Public Restroom		Outdoor restroom	\$500,000
	House remodel*	Remodel for public use facility	\$500,000
Bender Fields	Artificial Turf Fields	2 turf fields with spectator seating	\$3,000,000
TBD**	Skate Park	Developed, visible Skateboard Park	\$500,000
TBD**	Spray Park	Water feature park area	\$400,000
Total 6-Year CIP – Park Development		\$10,300,000	

Table 4.4.2 Six Year Capital Improvement Plan (CIP) - Park Development
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*This might occur after the 6-year planning period.

**The location for these improvements has not been determined. Glenning Park and/or the City Hall Lawn have been considered for this type of park amenity.

The Conceptual Trail Map (Map 2.2) shows approximately 20 miles of new trail that would need to be constructed to meet that ambitious vision. Of course, the cost of building those trails can vary dramatically depending on the type of trail and the topography of their location. In many cases, the cost can be borne by adjacent development. In others, a full trail is not necessary at time of development, but it is still important to secure an easement that would allow trail construction when funding becomes available. The City will also be revisiting its trail development standards and is open to less expensive standards for some trails. For example, adjacent development along the Badger Trail has established a crushed limestone standard rather than full asphalt.

6 Year CIP - Trails		
Trail	Description	Cost
Jim Kaemingk Sr.	Depot Road to 8 th St	\$1,100,000
Jim Kaemingk Sr.	17th St through Dickinson Park	\$1,800,000
East Lynden Loop Trail	Northwood Rd - through Kamm Creek PRD	Developer Cost
Badger Trail	Various Sections	Developer Cost
6 Year Cost		\$2,900,000
2036 CIP - Trails		
Jim Kaemingk Sr.	Dickinson Park to Front St	\$1,000,000
Jim Kaemingk Sr.	Front St to Kok Road	\$1,500,000
Pepin Creek	Fisher School to Main St	\$800,000
Pepin Creek	Main St to Benson Park	\$1,500,000
River Trail	Hannegan Rd to S BC Ave	\$1,000,000
Railroad Trail	Begin Rails to Trails conversion	\$1,000,000
East Lynden Loop Trail	Vinup Rd to Kamm Creek PRD	\$2,000,000
Badger Trail	Various Sections	\$1,000,000
2036 Cost *Significant portions of this cost will b		\$9,800,000*

Table 4.4.3 Capital Improvement Plan (CIP) – Trail Construction

*Significant portions of this cost will be developer paid

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Chapter 5: Goals and Policies

Mission Statement for the Lynden Parks and Trails System:

The Lynden Park and Trail System will seek to provide the community with sufficient and quality parks, trails and open space in order to promote educational, recreational, conservancy, health and wellness, and interpretive opportunities for all ages.

Goal 1: Establish a process for the ongoing evaluation and assessment of the City's Park and Trail System that will identify the recreational needs of the community and seek to rectify shortfalls where they might exist.

- The Lynden Park and Trail Master Plan will guide the over-arching management of the City's Park and Trail System and ensure projects are developed in a manner which is consistent with the Plan's governing policies, guidelines, and mission.
- 2) A comprehensive review and update of the Park and Trail Master Plan shall occur every six (6) years that will evaluate the current state of the City's park and trail system.
- 3) The Lynden Park and Trail Master Plan shall be adopted by the City Council and will be included as an element of the City's Comprehensive Plan.
- 4) Every three (3) years, City staff and the Council Parks Committee shall review the Master Plan to monitor changes within the City that may require additional amending or updates to the Master Plan.
- 5) Advice and input from the Lynden Park and Trail Advisory Committee, an appointed citizen committee, shall be sought and included in subsequent review and updates to the Park and Trail Master Plan.

Goal 2: Provide the community with a diverse range of high-quality park lands, trails, facilities and recreational opportunities that will serve all ages, recreational interests and ability levels.

- Acquire and develop enough park land within the City limits to maintain a level of service standard of seven (7) acres per one thousand (1,000) residents. Park land acquisition shall be based on the parcel's suitability for park development that is consistent with the Park and Trail Master Plan.
- 2) The review of land use projects across the City will include an evaluation of park and recreation needs for that development area. This will include an assessment of possible trail linkages, new park lands and open space areas that may be required as a component of approval of new projects.
- 3) Non-motorized transportation options, such as recreational trails, bike lanes and sidewalks separated from vehicle lanes, shall be prioritized and included in the City's overall transportation system. Highest priority shall be given to those nonmotorized transportation options which result in increased linkages between park lands and contribute to the City's conceptual trail network.
- 4) All public lands in the City shall be managed in such a way as to conserve the City's limited natural resources, to maintain a connection to the City's rural and agricultural roots, to enhance the City's small-town character, and to preserve and interpret the City's historical elements.
- 5) Develop partnerships with responsible youth sports and recreation organizations to continue to provide residents with high quality recreational programs. Identify potential new partnerships for sport and recreation programs that do not currently exist in the City.
- 6) Evaluate long-term options for the upkeep, remodel or rebuild of the City's community pool.
- 7) Develop an individual stewardship plan for every park land in the City. The Park stewardship plans should recognize the goals and purpose of each park and identify maintenance and funding needs as well as desired improvement and park development projects.
- Encourage the joint use of recreational lands and facilities owned or managed by private (YMCA, churches) and quasi-public organizations (Lynden School District, NW Washington Fairgrounds).
- 9) Promote the development of park lands which provide opportunities for residents to engage with and connect to the City's incredible natural setting. These should include opportunity for providing access to the Nooksack River, to capitalize on views of Mt Baker and the Cascade Mountains, and to engage with flora (massive conifers) and fauna (swans, waterfowl, migrating salmon) that are unique to this region.

Goal 3: Provide adequate funding for the Parks Department in order to meet or exceed the adopted level of service standards and to effectively contribute to a positive quality of life for residents and visitors.

- 1) Establish funding sources for park and trail development that are adequate to fulfill the community's desires for park and trail use and expectations.
- 2) The Park's department shall establish an operating budget that reflects public demand for park land and facilities but also takes into account the long-term maintenance needs for those resources.
- The City will fund its park and trail system through a combination of general funds, real estate excise taxes, development impact fees, grants and legislative appropriations.
- 4) The City will identify projects that may be fundable through bond initiatives where appropriate.
- 5) New development proposals shall pay park impact fees as established by the City's impact fee schedule. Park impact fees shall be reviewed annually to ensure that they adequately pay for the cost of increasing service demands as the City continues to grow.
- 6) The City will foster relationships with other agencies, jurisdictions, citizen groups and volunteers that may assist in the planning, development, operation and maintenance of City park lands and recreation programs.
- 7) Promote close working relationships with the Lynden Regional Parks and Recreation District, the Lynden School District, Whatcom County and other nearby jurisdictions and agencies. These relationships can help to provide nearby recreational opportunities for City residents that are not specifically within the City limits.

Goal 4: Engage members of the community to participate in the planning, acquisition, development and management of park and trail facilities and programs.

- Organize a central information office to provide community-wide park and recreation news, opportunities, program information, and event and league schedules. Ensure the ability for the public to provide feedback to policy makers regarding park and trail issues.
- 2) Maintain an "open-door" policy with City staff and policy makers regarding parks, trails and recreational issues across the City.
- Promote mass communication regarding park and trail projects, and park related events through the City website, community social media pages, and local media.
- 4) Encourage volunteer programs which allow civic, youth and athletic organizations to be involved in the development and maintenance of parks and trails.
- 5) Develop interpretive signage for park properties which help deepen the public's understanding and appreciation of the City's park and trail resources.
- 6) The Lynden Parks and Trail Advisory Committee will act as an advisory and factfinding body to the City Council Parks Committee. They will be knowledgeable regarding the City management and operation of the Parks system and make recommendations regarding the development of the Park system and updating the Park and Trail Master Plan.



The historic Berthusen Barn built in 1901

Appendix A: City of Lynden Park Pages



Bender Fields Park – soccer and lacrosse fields 2019

Bender Fields Park

Regional Park



Bender Fields is a 56-acre sport field complex located at 8770 Bender Road. It is one of the premier sport field complexes in the region. Bender Fields serves as the location for more than 2,000 organized athletic games every year. Thousands of kids use the fields for soccer, little league baseball, softball, flag football, and lacrosse games. Furthermore, several adult sport leagues use these fields for softball, cricket, and bocce ball. It also provides a location for non-organized recreational activity (trails, playground, boulder park, BMX track, dog park, and picnic shelters) for residents.

Park Amenities:

- 12 softball / baseball diamonds
- 10 soccer fields (various sizes)
- 2 lacrosse fields
- 1 cricket pitch
- 2 outdoor basketball courts
- 4 pickleball courts
- 1 bocce ball field
- 1 sand volleyball court

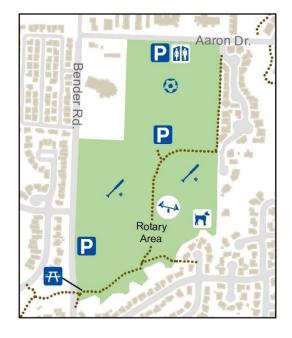
- 3,400 ft of paved trail
- Playground
- 2 picnic shelters
- 3 public restrooms
- Community room with kitchen
 Picnic areas
- Access to Fishtrap Creek
- 1 acre fenced-in dog park

- Exercise stations
- Bouldering park
- Concession stand
- BMX pump track
- Parks Dept offices
- 472 parking spaces
- Mountain views
- Riparian habitat

Park Needs and Management Recommendations:

- Invasive species removal along Fishtrap Creek
- Native plantings within the stream buffer
- Ongoing fields maintenance
- Artificial turf field

Bender Fields		
Year Established:	1992	
Size:	56 acres	
Walkability:	23%*	
*% of Lynden households within $\frac{1}{2}$ mile walk		



Benson Park





The 40-acre Benson Park property was purchased by the City in 2015. Currently, the property is undeveloped for park resources. The property contains a historic barn, a residential structure, and an additional farm outbuilding. The fields are leased for agricultural use – potatoes, corn, and pasture. The City holds this property for future park development as this area of the City is projected to absorb much of the City's residential growth over the next 20 years.

The complete use of this property is yet to be determined. Discussion is ongoing regarding how much of this property will be developed for park purposes. In late 2019, City residents approved a Park and Trails bond which includes \$1 million for basic infrastructure improvements (restrooms, utilities, parking) for this property.

Future Park Amenities:

- Historic barn
- Event space
- Playground
- Stormwater detention
- Trailhead

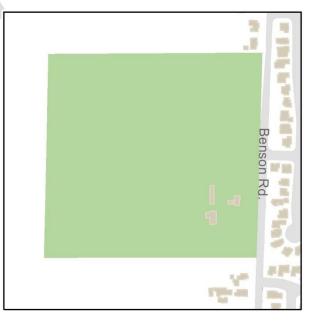
Management Needs and Recommendations:

- Detailed development plan
- Public Comment / Feedback
- Improve public access
- Infrastructure development (parking, restrooms)

Benson Park

Year Established:2016Size:20 - 40 acresWalkability:7%*

*% of Lynden households within $\ensuremath{^{/}\!_{\!\!2}}$ mile walk



Berthusen Park

Regional Park



Berthusen Park is a remarkable 236-acre regional park located northwest of the city limits in Whatcom County. It is owned and managed by the City of Lynden. The property is the historic homestead of Hans Berthusen who settled here in 1883. Hans and Lida Berthusen left the property to the City upon his passing in 1944. The park provides a unique variety of amenities including trails through old growth conifer forest, the preservation of historic structures, antique tractor displays and event space, skeet shooting, picnic areas, and airspace for a model airplane club.

Park Amenities:

- Old growth forest
- 7 miles of nature trails
- Access to Bertrand Creek
- Historic barn
- Antique farm machinery display
- Event space Tractor club
- Playground
- Baseball diamond

- Skeet shooting range
- Model airplane airspace
- Boy scout cabin
- 2 community rooms with kitchens
- 2 public restrooms
- Group picnic area
- Naturalist activities

Park Needs and Management Recommendations:

- Natural areas management
- Improved restroom facilities
- Trail plan
- Balancing park uses
- Interpretive displays and signage
- Visitor Center

<u>Berthusen Park</u>

Year Established:1944Size:236 acresWalkability:NA



Centennial Park

Neighborhood Park



Centennial Park is an urban greenspace park located in the historic downtown core of the City. The park functions as a town square, focusing attention on the downtown shops, cafes, and public buildings. The centerpiece of the park is a veteran's memorial. It also provides a short pathway, benches, picnic tables and a well-shaded lawn area for downtown employees and visitors to enjoy. Finally, it is also the event space location for several downtown happenings throughout the year. The Lynden Farmers Market sets up every Saturday during the summer in Centennial Park. Additionally, the Downtown Business Association organizes several movie nights in the park during the summer, the Pioneer Museum hosts the Lynde' 500 adjacent to the park every Labor Day, and the Robert Spinner Memorial Firefighter Challenge also takes place on 4th St adjacent to the park.

Park amenities:

- Shade trees
- Picnic tables
- Sitting benches
- Veteran's memorial
- Lawn area
- Asphalt pathway
 - Event space
 - Town square

Park Needs and Management Recommendations:

- Long-term redevelopment potential
- Maximize public gathering space
- Develop outdoor venue space
- Promote as downtown amenity

Centennial Park		
Year Established: Size:	1995 0.3 acres	
Walkability:	11%*	
*% of Lynden households within ½ mile walk		



City Park

Regional Park



Lynden City Park is a 10-acre property, located along Fishtrap Creek, in the center of the City. The park's location sits just north of the City's historic industrial core and south of the residential neighborhoods that kicked off a major growth phase for the city in the early 1990s. The park has a unique set of amenities including the remarkable Millions Smiles Playground, the Lynden Recreation Center (former YMCA facility), outdoor tennis courts, kitchen and dining rental space, a hub of the Jim Kaemingk Sr Trail and a significant stand of old conifers.

Park amenities:

- Million Smiles Playground
- Lynden Recreation Center
- Access to Fishtrap Creek
- Nature Trails

- Jim Kaemingk Trail
- Kitchen and Group Shelters
- Public Restrooms
- 4 lighted tennis courts
- Pickleball court
- Basketball court
- Picnic tables

Park Needs and Management Recommendations:

- Balancing all the park uses
- Ongoing structural maintenance
- Streambank erosion and conservation
- Security (vandalism issues)
- Woodlot management
- YMCA building maintenance

City Park

1922
10.4 acres
14%*

*% of Lynden households within ½ mile walk



Dickinson Park



Purchased in 2019, Dickinson Park is the newest acquisition to the City's Park System. It is an extraordinary 9-acre wooded parcel in the middle of the City. Importantly, it is located within the City's western residential neighborhoods which have been identified as lacking access to parklands. Currently, the property has an occupied single-family house on it with access from the north off Double Ditch Road and from the east off Fishtrap Way. The parcel is heavily forested with 2nd growth conifer trees. Fishtrap Creek forms the southern border of the property. The park is not yet developed for public access. In late 2019, Lynden voters approved a park and trail bond of which \$1.8 million is designated to provide trail access to the property. This will include 2 bridges over Fishtrap Creek.

Park amenities:

- Beautiful, forested setting
- Access to Fishtrap Creek
- Environmental education

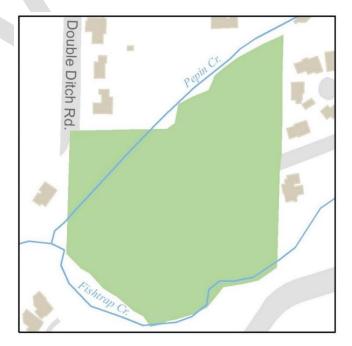
Park Needs and Management Recommendations:

- Detailed park development plan ٠.
- Public comment and feedback ÷.
- Basic infrastructure development
- Public access plan
- Forest management plan

Dickinson Park

Year Established:	2019
Size:	8.7 acres
Walkability:	8%*
*0/ = 5	this 1/ sails well.

*% of Lynden households within ½ mile walk



Glenning Park*



Glenning Park is a recent acquisition to the City's park system with a unique history. This property was donated by Holden and Phoebe Judson in 1888 to house the city's first public school. In 2018, the new Lynden Middle School was opened on the east side of town rendering this property as surplus and no longer needed by the Lynden School District. The City purchased the property from the District with mostly donated funds by the community. Its location for a park property is ideal, centrally located and situated within an established neighborhood near downtown. It has amazing potential but is mostly undeveloped. The property does hold 2 basketball courts, 4 baseball fields and the entire 4 acres is fenced in. It is often used for community and neighborhood events and passive recreation for the neighborhood.

Park Amenities:

- 4 baseball fields
- 2 basketball courts
- Fully fenced in
 Centrally located
- Interesting history
- Centrally locate
 Open space

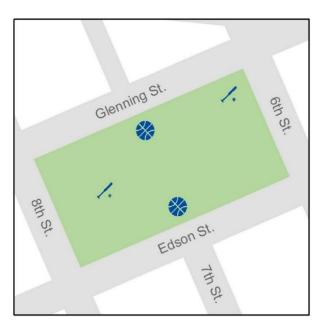
Park Needs and Management Recommendations:

- Detailed park development plan
- Gather public comment and ideas
- Ongoing maintenance of the existing space

Glenning Park

Year Established:	2019
Size:	4 acres
Walkability:	15%*

*% of Lynden households within ${\rm 1}\!/_{\rm 2}$ mile walk



*The official name for this park has not yet been determined.

Greenfield Park

Neighborhood Park



Greenfield Park is a 2-acre neighborhood park located within the relatively densely populated residential area in the northeast portion of the City. The park provides minimal developed infrastructure with a play structure, covered pavilion and sport courts along with an abundance of open space and lawn area. The park is well maintained and provides a fine example of a neighborhood park in Lynden.

Park amenities:

- Play structure
- Group pavilion
- 1 basketball hoop
- 1 ballfield (backstop)
- Open space
- Well-maintained lawn area

Park Needs and Management Recommendations:

- Ongoing maintenance
- Fence repairs and upgrades

Greenfield Park

Year Established:	1996
Size:	2 acres
Walkability:	17%*

*% of Lynden households within ½ mile walk



Northwood Lynden Jim Park

Neighborhood Park



This neighborhood park was dedicated to the City in 2015 with the approval of the North Prairie Planned Residential Development. The park is 2.9 acres and is nicely situated within these new residential neighborhoods. The park provides open space and a small woodlot, picnic areas, a playground and a walking trail. The East Lynden Loop Trail extends through the park and connects to the trail section around the new Lynden Middle School.

The park gets its name from Lynden Jim Yelokanum who was the Nooksack Tribal leader that welcomed the early pioneer settlers to Lynden. This park is dedicated to Lynden Jim who is laid to rest in the Nooksack Cemetery just east of the park.

Park amenities:

- Playground
- Walking path
- Open space
- Small woodlot area

Park Needs and Management Recommendations:

- Ongoing maintenance
- Interpretive info (Lynden Jim)

Northwood Lynden Jim Park		
Year Established:	2015	
Size:	2.9 acres	
Walkability:	<u>11%*</u>	

*% of Lynden households within ½ mile walk



Patterson Park

Neighborhood Park



Patterson Park is a 4-acre neighborhood park located within the Nooksack River floodplain below Downtown Lynden. The park boasts a playground, walking paths, and a frisbee golf course. Being in the floodplain, the property holds water through the wet months making some of these amenities difficult to take advantage of. Future park development should focus on highlighting the significant natural resource amenities of this area. To the east of the official park property is an additional 11 acres of public land that surrounds the Wastewater Treatment Plant. This floodplain land boasts some of the best landscape views in the city. It also provides overwintering habitat for hundreds of ducks, geese, trumpeter swans and other migrating waterfowl. Park development that connects this property to downtown Lynden could make this a regional destination park for future generations.

Park amenities:

- Playground
- Walking trails
- Frisbee golf
- Wetlands
- Flood protection
- Wildlife habitat
- Waterfowl wintering grounds

\$

٠.

- Mountain views
- Open space

Park Needs and Management Recommendations:

- Relocate frisbee golf course
- Wetland restoration
- Boardwalk trails
- Viewing tower
- Bird watching stations
- Interpretive signage

Patterson	Park
Year Established: Size:	2011 4.2 acres
Walkability:	10%*
*% of Lynden households within ½ mile walk	



Long-term park development plan

Expand "park" boundaries to the east

Natural areas management

Invasive species control

EXECUTIVE SUMMARY - PLANNING COMMISSION



Meeting Date:	November 12, 2020
Name of Agenda Item:	Public Hearing for the proposed 2020 update to the Lynden Park and Trail
	Master Plan
Type of Hearing:	Legislative
Attachments:	

• Proposed 2020 update to the Lynden Park and Trail Master Plan

Summary Statement:

The City is proposing a six-year update to the 2014 Lynden Park and Trail Master Plan as mandated by the Growth Management Act. The Park and Trail Master Plan, while on a different update schedule, is considered an element of the City's overall Comprehensive Plan.

The update process began way back in late 2018 with a concerted effort to gather feedback on the 2014 Plan from members of the various citizen advisory committees, city staff, and elected officials. This was followed with a well-received online public survey, designed to measure perceptions and expectations of the City's park and trail system. The effects of that feedback and survey resulted in a significant rewrite to the plan.

Notable content changes in the proposed update include:

- Table 2.1 Parklands Inventory: This includes all the officially designated parks as well as publicly owned open space areas (Fairgrounds wetlands, Treatment plant floodplain, etc) that were not included in the 2014 Plan.
- Map 2.2 Conceptual Trail Network: This map delineates a city-wide trail network that identifies individual trails and their relative locations. With this Plan, the City can require development proposals to build sections of these trails as well as to seek funding to build connections in existing neighborhoods. This was recently used with the Kamm Creek PRD which will be building a section of the East Lynden Loop Trail as part of that development.
- Chapter 3.3 Park Access: This section includes an analysis of "Walkability" that measures the number/percentage of Lynden households that live within ½ mile to a Park property. This highlights neighborhoods that lack access to parks (Map 3.3) and a breakdown of the number of households that are close to those parks (Table 3.3). This analysis is extremely enlightening for future park acquisition and trail location discussions.
- Chapter 4.4 Capital Improvement Plan: This includes a list of specific park improvement and trail building projects within the City. A list such as this is helpful for prioritizing. Some format and/or clarification of Table 4.4 may be needed prior to the final adoption of the Plan.
- Chapter 5 Goals and Policies: The Goals of Policies were revamped to reflect more broad goals and to be more user friendly and engaging for the average resident to read and grasp. Some of the detailed policy criteria for dedications that were included in the 2014 Plan were left out of this update.

• Appendix - Park Pages: These are an attempt to highlight the City's individual park properties. These were intentionally kept to one page, and include photos, a list of amenities, and specific management recommendations. The idea is that the individual pages can be pulled out and highlighted on the website or as the basis for a park pamphlet, etc. They can also be the framework for the development of more thorough Park Stewardship Plans for each park.

What is being asked of the Planning Commission for this hearing?

The Plan is considered an element of the City's Comprehensive Plan, as such the Planning Commission reviews and makes a recommendation(s) as it moves forward for adoption. As a Commissioner you should be aware of the Plan contents, hear and consider any public feedback, and discuss and recommend items that might need additional consideration by the City Council prior to formal adoption.

Recommended Action:

Motion to recommend approval of the 2020 update to the City of Lynden Park and Trail Master Plan.

CITY OF LYNDEN

PLANNING DEPARTMENT Heidi Gudde, Planning Director (360) 354-5532



PLANNING COMMISSION AGENDA

7:30 PM November 12, 2020 Microsoft Teams Meeting

1. CALL TO ORDER

1. **ROLL CALL**

Commissioners Present: Diane Veltkamp, Gerald Veltkamp, Tim Faber, Karen Timmer, Nikki Turner,

Commissioners Absent with Notice: Blair Scott

Staff: Dave Timmer, Heidi Gudde, Nancy Norris, Vern Meenderinck

2. **APPROVAL OF THE MINUTES OF OCTOBER 8, 2020**

Faber approved as presented.

Turner seconded.

3. **DECLARATION OF CONFLICT**

Deferred to the next meeting as the hearing item was continued.

4. PUBLIC HEARING TO CONSIDER:

Zoning Text Amendment Application 20-02 re Mobile Home Parks

Motion made to continue to the December 10, 2020 Planning Commission meeting to allow staff to collect more information on this item.

Motion made:

Motion seconded: by Korthuis

5. PUBLIC HEARING TO CONSIDER:

2020 Park and Trail Master Plan Update

A. Summary Introduction by Dave Timmer, Planner

Dave Timmer summarized the purpose of review. The 2020 Park and Trail Master Plan is a periodic update required by the State. Timmer also emphasized the usefulness of having a functional plan that can be an active resource for City planning. The update also gives the community, staff, and other stakeholders an opportunity to focus on priorities and goals.

Changes from the 2014 plan to this update were highlighted. These include:

• Adding other green spaces. Spaces beyond the traditional City parks are included in the updated park inventory. Examples include, the city111

owned property near the water treatment plan and also the property associated with the Fairgrounds which is zoned as PU – Public Use. This land touches the Fishtrap Creek and includes some ecologically interesting wetlands and riparian areas.

- A public online survey was conducted successfully that gave good insights into the priorities of the community. These results were incorporated into the Plan.
- Map 2.2 Conceptual Trail Network Plan gives the community a vision for what the trail network could include. The map and associated trailways planning also assists the City in obtaining trail segments / easements in association with development as it occurs. Timmer noted this trail concept was an ambitious one and that trail locations shown were not solidified but shown as trail concepts. Many details would need to be worked through during trail implementation.
- Chapter 3.3 is a new component that discusses walkability to the City's parks. This includes map 3.3 that illustrates which neighborhoods are less served in this regard. It can be used to focus on connections to parks or additional recreational opportunities in these areas.
- Chapter 4.4 is capital improvement plan that is a specific list of improvements and potential locations for these improvements / additions. Timmer mentioned that a revised format / clarification will be recommended to the Planning Commission tonight's meeting.
- At the close of the document a page is included for each park. This section gives the opportunity to shine a light on the features or needs of each park.

Dave concluded his introduction by highlighting what the Planning Commission is being asked to do with the Park and Trail Master Plan. These tasks include becoming familiar with the Plan as it becomes part of the City's larger Comprehensive Plan. The Park plan is relevant as the Commission reviews development applications in the future.

The Commission is also asked to hear feedback from the community on the plan. And, to recommend to the City Council any items that might warrant additional consideration.

Timmer noted that the plan was a big picture plan and that details of the plan such as implementation would likely come back to the Planning Commission in other forms.

Questions or Comments from the Commissioners

Vern Meenderinck, Parks Director, was asked if he had any additional comments he would like to make about the plan. Vern expressed his thanks to Dave Timmer for the work he has put into gathering input and writing the plan.

Public Comment

<u>Marlin Hendricks</u>, Lynden resident, spoke. Stated that he has read the document in full. He appreciates the positive tone of the document. Additional comments from Hendricks included:

- Section 2.1 mentions a foundation with supporting parts which was a reference that he was not familiar with hearing in the past.
- Page 5 under perceptions Hendricks thought this was very good.
- Page 6 is a "pet project" of Hendricks and he noted this was the 3rd priority that folks in the survey were willing to fund.
- Noted the Burlington Northern railway as part of the loop trail. Hendricks has not heard of a contact with BN and suggests that this be done right away. He also suggested that the Rec District may want to take the lead on this issue as it is outside the City limits. The Loop trail, Hendricks noted, is not just proposed concept but segments of this trail exist. He'd love to see this trail continue to develop.
- Page 14 map represents a great disappointment from when he was on the Planning Commission. East Lynden did not develop according to the plan that MH remembers working on. There are segments that have been developed but these are relatively disconnected. He is ok with using sidewalks to bridge gaps but that developments should not be permitted to call a sidewalk a trail to fulfill their trail obligations. Patching East Lynden back together, he believes, is possible but we need to be intentional about it.
- Long range trail planning has his support.
- Volunteer participation, Hendricks believes, has gotten "trickier" to implement but he believes it is important to the community.
- Hendricks asked that the Commission, when whatever version of the Plan is adopted, that the City "hang onto it". Use the plan early and it must be a "given" when development occurs.

 Also, he understands that affordability is an issue for the City and for developers but cheap housing with no parks would not make a good City. Find a way to make the Plan happen. Don't give up parks for the sake of affordability. Developers are trying to keep their costs down but parks should be a "given".

<u>Dave Ellingson</u>, Lynden resident representing Fairside Condo Association. This is located at the north end of Fairside Drive. North property edge is Fishtrap Creek adjacent to the Dickenson property.

Dave Ellingson would like to address some of the issues that they are currently negotiating with the City. Stated that they had met with Public Works director to try to identify the northern property line. Described a problem with the restoration work that Nooksack Salmon did on the northern edge of the stream. He stated this was done without permission or notification of the property owners at the condo. Stated that they have yet to have a meeting with the City. Discussed the easement for the trail and the bridge from Dickenson Park to that trail easement. Additionally, the 108 Fairside Condo Association adjacent to them also has concerns. Noted that a field crew was on site recently and they hoped that topographical map would be produced from the work and a resolution could be found that would be beneficial for all parties.

Dave Ellingson noted that his correspondence has been sent to City staff and the City's legal counsel. The group, Dave noted, is making "a plea" that he could meet with the appropriate folks regarding the boundaries.

In response, Dave Timmer expressed appreciation for the residents speaking on the plan. However, noted that this is not the best forum for discussing the specifics of a property boundary as it is something the Planning Commission would be unable to resolve. He noted that many specifics of trail locations here and throughout the City will need to be worked out as trails are implemented.

<u>Jerry Heller</u>, officer on the HOA Board spoke and noted his appreciation for Dave Timmer and the plan. He noted that he and his group was looking to express their concerns to "as many people at the City" as possible.

Diane noted that this was now part of "the record" and asked City staff if this issue will be routed to the appropriate people.

Dave Timmer said that the City is aware of the issues mentioned. He himself was not involved in detail as it was in need of a legal interpretation and survey work which had already begun.

The Chair requested any other comments from the public on the item. When none were volunteered, she initiated a discussion of the Capital Improvement

Dave Timmer presented to the group a revised table of the Six Year Capital Improvement Plan (CIP) – Park Development (Table 4.4.2). He revised the table to avoid the reference to a specific location for some features such as the concept of a spray park being located at the City Hall space or Glenning Park. This may have been misleading as these locations were suggestions that have not been specifically discussed or approved. Staff did not want to give the impression that these locations were decided. Table was revised to remove references to these potential locations. Timmer also noted that a subtext was added to the table to note that the building remodel a Dickinson Park may occur after the 6 year planning period as the residents of that home currently live there and, by contract, may continue to do so as long as they want to.

Faber asked if the order of park development concepts had been reorganized to show priorities from most to least likely. Timmer noted that the table was not organized in any specific priority.

Diane Veltkamp asked a series of questions for the staff and the Commissions consideration.

- An indoor aquatic center was one of the most frequently requested items in the public survey. Why doesn't this appear as one of the improvements / developments in the six-year plan? Dave Timmer responded by noting the costs associated with such an ambitious development. Also, the City owned building that the YMCA recently vacated has had pool improvements and a new operator brought in to continue swimming opportunities there. While this is a desire for the community, realistically, a new building is an extremely high dollar item. It will require a new bond, and/or significant private funding. It would be great but don't anticipate this occurring any time in the near future.
- What is the City planning to do to improve trail signage? Could there be room for public participation in this effort? Dave responded that coordinated park signage and trail wayfinding signage will bump up on the priority list as the trail network is built out. It is needed – city wide. High quality, coordinated and recognizable signs at each park and for the trail system indicate professionalism and help people further appreciate the system and this public resource.
- Grant writing. Is there city staff or volunteer possibilities to pursue grants?

- Patterson Park has a play center and there are wetlands around there. Changes here may include moving the disk golf course. Where would this go? How do you utilize this space when it is wet for a good portion of the year? Vern noted that the disc golf is slated to go to Benson Park when that develops. Land south of the road is wet about 75% of the year so this area would likely just be maintained as open space. Dave Timmer noted that this area has the potential for habitat restoration, and we are seeing more waterfowl in the area. Improvements here could include some boardwalk type of access that could withstand occasional flooding and connect people to the views and charismatic wildlife that use this area.
- DVK asked about Benson Park. In the plan it is noted as 20-40 acres of park land. What assurances the Planning Commission could be given that this area would remain 40 acres in size and not reduced? VM stated that plans were being done for the first 20 acres of the property but agreed with Diane that the area should be maintained as 40 acres in total.

Karen Timmer noted her thanks to Dave and the committee for putting the plan together. She agreed that we should continue to move down this path of park creation. Karen stated that she was very involved in the Rotary and the recent changes to Bender. Her recommendation would be that the Commission move to encourage the Council to accept the Plan. Timmer also wanted the record to show that with her work on the Rotary project at Bender Park they found that the City was very easy to work.

Tim Faber commented that he agreed with Karen Timmer's comments and thanked Dave for a concise document.

Bryan agreed the document was a good one. Asked that the Plan include description of efforts to continue to reach out intentionally to the Community to get participation in park development.

Gerald stated that he felt Benson Park should encompass all 40 acres that the City owns there. He stated that he lives near the popular Rotary improvements in Bender Park near Fishtrap Creek. He wanted to call attention to existing trail sections that may be threatened by erosion / Fishtrap Creek. He believes that the City should have a plan for the maintenance and safety of existing trails. In areas were the Creek threatens sections of the trail these need to be carefully managed.

Turner expressed appreciation for the readability of the plan. She said it makes her excited to live here. She sees a lot of activity at Bender and how important the space is for families.

DVK said that when residential lots are constructed at smaller sizes parks become even more important and smaller lot sizes have been the nature of recent development.

B. Decision and Planning Commission recommendation(s)

No additional comments were brought forward from the Commissioners so the Chair summarized recommendations / statements in the following way:

The Planning Commission recommended to the Council that:

- The Park and Trail Plan include potential ways to garner community involvement in the development of parks and trails. Recent examples include public / private partnership and community donations that made the Rotary's additions to Bender Park a possibility. This section could also include suggestions on involvement by local students and churches as these groups have assisted with restoration work and planting in the past. Commission noted that the City has proven to be a willing partner in private / public cooperation.
- 2. The City develop Benson Park to utilize all 40-acres of that city-owned property.
- 3. The Plan prioritize or make a plan for protecting and maintaining the existing trails that we have within the City.
- The Plan prioritize the management of shoreline areas of Fishtrap Creek where the waterway threatens the condition or safety of existing parks or trails.

Additionally, the Planning Commission wanted the record to reflect that they believe

5. Parks and trails are an even higher priority than they have been in the past as residential lots are now smaller and provide less outdoor play space.

Tim Faber made a motion to approve the 2020 Park and Trail Plan with the present revised Table 4.4.2 Six Year Capital Improvement Plan – Park Development with the five recommendations listed above for Council consideration.

Moved seconded by Karen Timmer. Motion passed unanimously.

6. ADJOURNMENT

Motion to adjourn by Gerald Veltkamp at 8:40 pm.

Seconded by Karen Timmer.

300 4th Street, Lynden, WA 98264 www.lyndenwa.org

EXECUTIVE SUMMARY

Meeting Date:	December 21, 2020	
Name of Agenda Item:	Reso 1028 – Amendment to the County-wide Planning Policies	
Section of Agenda:	New Business	
Department:	Planning Department	
Council Committee Revi	ew:	Legal Review:
Community Developme	ent 🛛 Public Safety	🖾 Yes - Reviewed
Finance	Public Works	No - Not Reviewed
Parks	□ Other:	Review Not Required
Attachments:		

Draft Resolution 1028 with Exhibit A, March 16, 2020 Interlocal Agreement

Summary Statement:

The Washington State Growth Management Act (GMA) requires the County to adopt county-wide planning policies (CWPP) to establish a framework for developing city and county comprehensive plans, and ensuring those plans are consistent. The County Council originally adopted CWPPs in the early 1990's and the policies underwent revisions in 1997 and 2005. In March of 2020 the City Council voted to approve an interlocal agreement which outlines how CWPP will be amended. Consistent with that agreement, Resolution 1028 has been brought forward to seek the City's approval on the latest proposed amendment.

These changes add Sections Q and R to the CWPP. They focus on two issues:

- 1. Reference to a state mandated review and evaluation program known as the "Buildable Lands Program" and;
- 2. Procedures for dispute resolution between jurisdictions within the county.

The Buildable Lands Program has been in place for some time, but Whatcom County was only recently added to the roster of participating counties.

The amendments to the CWPP have been developed by the City/County Planner Group. They were subsequently reviewed by the City's Community Development Committee and the Small Cities group and initially approved by the County Council on October 13, 2020. The Cities of Blaine and Ferndale have adopted as presented.

Recommended Action:

Motion to approve Resolution 1028 and authorize the Mayor's signature on the document which indicates City of Lynden support for the proposed amendments to the County-wide Planning Policies (Exhibit A of Reso 1028).



CITY OF LYNDEN CITY COUNCIL RESOLUTION #1028

A resolution of the Council of the City of Lynden, Washington, to approve the amendment to the countywide planning policies relating to the buildable lands program and the dispute resolution process.

WHEREAS, the Revised Code of Washington (RCW) 36.70A.040, the CWPP delineate goals and policies to support the development of consistent and coordinated Comprehensive Plans in the County and its Cities; and

WHEREAS, on March 16, 2020 the City of Lynden Council voted to participate in an interlocal agreement between Whatcom County and the Cities of Bellingham, Blaine, Everson, Ferndale, Nooksack, and Sumas concerning the interim procedures for amending the Countywide Planning Policies. This document is recorded as Whatcom County Contract No. 202007014; and

WHEREAS, pursuant to Section 1 of this Interlocal Agreement, the proposed revisions are being brought forward to the City Council as Resolution 1028 after, on October 13, 2020, the County Council's Committee of the Whole voted to send the final draft CWPP amendments to the cities for 90-day review period and approval; and

WHEREAS, the cities' 90-day review period ends on January 11, 2021; and

WHEREAS, following review by the cities, the CWPPs will go back to the County Council for final review and adoption; and

WHEREAS, the revisions to the CWPP focus on two particular issues. This includes referencing a state-mandated review and evaluation program (also known as the Buildable Lands Program), and dispute resolution procedures; and

WHEREAS, the City/County Planner Group developed proposed CWPPs relating to these issues in 2019-2020; and

WHEREAS, the City of Lynden staff, the Mayor and the City Attorney have reviewed the document and recommend no further changes; and

WHEREAS, the City Council voted to recommend approval of the amendment to the Countywide Planning Policies (sections Q and R) as presented in Exhibit A on December 21, 2020;

NOW THEREFORE, BE IT RESOLVED by the Lynden City Council to approve the Amendment to the Countywide Planning Policies dated 10-13-2020 (Exhibit A).

PASSED BY THE CITY COUNCIL BY AN AFFIRMATIVE VOTE OF _____ IN FAVOR, _____ AGAINST, SIGNED THIS _____ DAY OF DECEMBER 2020.

MAYOR

Scott Korthuis

ATTEST:

Pam Brown, City Clerk

APPROVED AS TO FORM:

Bob Carmichael, City Attorney

Resolution No. 1028 Page 2 of 2 December 21, 2020

Exhibit A

Q. Review and Evaluation Program

- 1. The County and cities will cooperate to implement and maintain a program that meets the review and evaluation requirements of RCW 36.70A.215, unless the Growth Management Act no longer contains these requirements or sufficient funds are not appropriated by the state.
- 2. The purposes of this program are to:
 - a. Compare actual (achieved) development densities with planned development densities and determine whether the County and cities are achieving planned urban densities within urban growth areas and have sufficient suitable land to accommodate planned population and employment growth through the remainder of the 20-year planning period.
 - b. Identify and adopt reasonable measures, if necessary, to reduce the differences between actual development patterns and growth and development assumptions contained in the County comprehensive plan and/or city comprehensive plans.
- 3. The County, in conjunction with the cities, will develop and maintain a Review and Evaluation Program Methodology, taking into consideration the State Department of Commerce *Review & Evaluation Program Buildable Lands Guidelines*.
- 4. The County, in conjunction with the cities, will prepare, adopt, and publish a Buildable Lands Report in accordance with the timeframes set forth in the Growth Management Act.
- 5. The County and cities will follow the Review and Evaluation Program Methodology for the collection, monitoring, and analysis of development activity data, and comparing actual growth and development patterns with growth and development assumptions. As part of this process, the cities and County will collect data annually. The cities will provide collected data to the County upon request.

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- 6. When the Buildable Lands Report identifies inconsistencies between actual development patterns and growth and development assumptions and targets contained in the County comprehensive plan and/or city comprehensive plans, the County and cities will discuss whether reasonable measures are necessary and appropriate to address such inconsistencies before considering adjusting urban growth areas. Each jurisdiction will individually determine whether reasonable measures are required under the Growth Management Act for their jurisdiction.
- 7. The County and cities will cooperate, and make every effort at the staff level, to resolve disputes regarding inconsistencies in collection and analysis of data.
- 8. Nothing in this policy will be construed as altering the land use power of any Whatcom County jurisdiction under established law.

R. Dispute Resolution Procedures

- 1. The County and cities will work cooperatively to implement the countywide planning policies. The County and cities will work together to attempt to resolve any disputes regarding implementation of the countywide planning policies.
- 2. In the event of an impasse, the jurisdictions involved may mutually agree to use mediation for a minimum of 90 days. After the 90 day period, the parties may, by mutual agreement, elect to utilize binding arbitration. In the event that the parties agree to use arbitration, a three member arbitration panel will be selected by mutual agreement. If the parties cannot agree on membership of the panel, each party will select one member and those two members will select the third member. The decision of the arbitration panel on the issue will be final.
- 3. If mediation, arbitration, or both are used, each jurisdiction will be responsible for its own legal costs, but the jurisdictions involved will split the costs of a mediator or arbitrators evenly.
- 4. Nothing in this policy will be construed as altering the land use power of any Whatcom County jurisdiction under established law.



INTERLOCAL AGREEMENT BETWEEN WHATCOM COUNTY AND THE CITIES OF BELLINGHAM, BLAINE, EVERSON, FERNDALE, LYNDEN, NOOKSACK, AND SUMAS CONCERNING INTERIM PROCEDURES FOR AMENDING THE COUNTYWIDE PLANNING POLICIES

This agreement is made by and between Whatcom County (herein after referred to as the "County") and the Cities of Bellingham, Blaine, Everson, Ferndale, Lynden, Nooksack, and Sumas (herein after referred to as the "Cities").

WHEREAS, the Growth Management Act (GMA) required the County to adopt countywide planning policies in cooperation with the Cities (RCW 36.70A.040(4) and RCW 36.70A.210); and

WHEREAS, the GMA states countywide planning policies are used ". . . solely for establishing a countywide framework from which county and city comprehensive plans are developed and adopted pursuant to this chapter. This framework shall ensure that city and county comprehensive plans are consistent . . ." (RCW 36.70A.210(1)); and

WHEREAS, the County Council adopted the original countywide planning policies in April 1993 (Resolution 93-024); and

WHEREAS, the County Council amended the countywide planning policies in March 1997 (Resolution 97-011); and

WHEREAS, the County Council amended the countywide planning policies in January 2005 (Ordinance 2005-022); and

WHEREAS, cooperative relationships and coordination between the County and Cities are mutually beneficial; and

WHEREAS, the Cities and County desire to agree on an interim procedure for amending the countywide planning policies in this interlocal agreement; and

WHEREAS, the County and Cities anticipate that new sections will be inserted into the countywide planning policies establishing procedures for future amendments to the countywide planning policies and addressing the GMA-mandated Review and Evaluation (Buildable Lands) Program. Once the amendment procedures have been incorporated into the countywide planning policies, this interlocal agreement will no longer be needed;

NOW, THEREFORE, subject to the terms and conditions contained herein, the Cities and County agree as follows:

Section 1. Interim Procedures for Amending the Countywide Planning Policies

The Cities and the County agree to the following interim procedures for amending the countywide planning policies:

- 1. Authority to Initiate Amendment Any of the following may initiate a proposed amendment to the Countywide Planning Policies by submitting a written proposal to the County Planning Director:
 - a. The Whatcom County Executive;
 - b. The Whatcom County Council;
 - c. Any City Council;
 - d. Any City Mayor.
- 2. **Required Information -** The proposed amendment shall include:
 - a. The language of the proposed amendment shown with underlining and strikethroughs.
 - b. An explanation of the need for the proposed amendment. This may include, as appropriate, the factors, changed conditions, data, analysis, and/or experience with existing countywide planning policies that show a need for the proposed amendment.
- 3. **Recommendation** The County Planning Director shall refer proposed amendments to the City/County Planner Group, which shall be comprised of the planning directors or designees from the County and each of the seven Cities. The City/County Planner Group will review and issue recommendations on the proposed amendments as follows:
 - a. The City/County Planner Group will strive to reach consensus but if consensus cannot be reached, recommendations will be by majority vote of the eight jurisdictions (the County and seven cities).
 - b. Any jurisdiction's representative that cannot attend the meeting may vote by e-mail sent to the County Planning Director.

- c. The City/County Planner Group's recommendations will be issued within 180 days of receiving the proposed amendments. The process of forming recommendations will allow time, within this 180-day period, for individual jurisdictions to consult with their respective planning commissions and/or elected officials, at the discretion of each jurisdiction.
- d. If a majority of the City/County Planner Group votes against the proposed amendments or if the City/County Planner Group does not make a recommendation within the 180-day time period, the amendments will not be processed further unless the County Executive and a majority of the city mayors agree to proceed with the proposed amendments. The 180-day time period may be extended by 90 days by majority vote of the eight jurisdictions.
- 4. **SEPA** Whatcom County will conduct SEPA review, if required, on the recommended Countywide Planning Policy amendments.
- 5. Whatcom County Planning Commission Review The Whatcom County Planning Commission will hold a public hearing and issue recommendations on the proposed countywide planning policy amendments. City planners will be invited to the hearing.
- 6. Whatcom County Council Review The County Council will invite County and City planners to a committee of the whole meeting to discuss the proposed countywide planning policy amendments. The County Council's committee of the whole will take a vote whether or not to send final draft countywide planning policy amendments to the cities for review and approval.
- 7. City Approval Process The respective city legislative authorities must act upon final draft countywide planning policy amendments within 90 days of the County Council vote to send the amendments to the cities for review and approval.

City approval means a vote by the legislative authority to approve or disapprove the countywide planning policy amendments (up or down vote). Final draft countywide planning policy amendments may not be modified during the city approval process.

If a city does not notify the County Planning Director of the action taken within the 90-day period, that city shall be deemed to have approved the amendments.

²⁰²⁰ Interlocal Agreement - Interim Procedures to Amend Countywide Planning Policies

- 8. Whatcom County Council Adoption Following approval of the countywide planning policy amendments by the cities under subsection 7 above, the County Council may, after conducting a public hearing, adopt the countywide planning policy amendments. Final draft countywide planning policy amendments may not be modified during the County Council adoption process.
- 9. **Ratified Amendments** In order to become effective, countywide planning policy amendments must be approved (pursuant to subsection 7 and 8 above) by:
 - a. Jurisdictions (the County and cities) representing at least 85% of the total population of Whatcom County; or
 - b. At least 75% of the jurisdictions, provided that Whatcom County must be one of the jurisdictions to approve the amendments (i.e., the County and at least 5 of the 7 existing cities).
- 10. Notification of Ratified Amendments The County Planning Director shall notify the Cities and the Governor's office in writing within fourteen (14) days of County Council adoption of the countywide planning policies, as set forth in subsection 8 above.

Section 2. Effective Date, Duration and Termination

This interlocal agreement shall be effective upon signature by the Mayor and/or City Manager of each of the seven Cities and the Whatcom County Executive.

This interlocal agreement shall remain in effect until June 30, 2024 or the countywide planning policies are amended to include procedures to review and adopt future countywide planning policy amendments, whichever comes first.

- a. If the countywide planning policies are amended to include procedures to review and adopt future countywide planning policy amendments before June 30, 2024, this interlocal agreement shall automatically terminate upon adoption of said amendments by the County Council.
- b. If the countywide planning policies are not amended to include procedures to review and adopt future countywide planning policy amendments by June 30, 2024, this interlocal agreement shall automatically terminate on June 30, 2024.

²⁰²⁰ Interlocal Agreement - Interim Procedures to Amend Countywide Planning Policies

CITY OF BELLINGHAM By Seth Fleetwood, Mayor

Date marc

On this 12 day of ______, 2020, before me personally appeared SETH FLEETWOOD, to me known to be the Mayor of the CITY OF BELLINGHAM, and who executed the above instrument and who acknowledged to me the act of signing and sealing thereof.

NOTARY PUBLIC in and for the State of Washington residing at R-lungham My appointment expires: 3-29-23

CITY OF BLAINE

By Michael Jones, City Manager

Date

Approved as to form: Office of the City Attorney

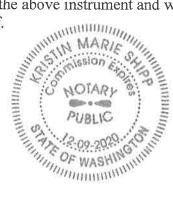
Attest

STATE OF WASHINGTON

County of Whatcom

On this 12 day of <u>Maxch</u>, 2020, before me personally appeared MICHAEL JONES, to me known to be the City Manager of the CITY OF BLAINE, and who executed the above instrument and who acknowledged to me the act of signing and sealing thereof.

) ss.



NOTARY PUBLIC in and for the State of Washington residing at <u>Blaine was</u> My appointment expires: <u>12-09-303</u>

CITY OF EVERSON By John Perry, Mayor

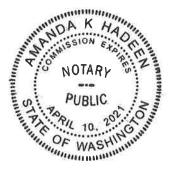
3/25/20 Date ____

Approved as to form: Office of the City Attorney Attest Multiple Office STATE OF WASHINGTON) ss.

County of Whatcom

On this 25th day of <u>March</u>, 2020, before me personally appeared JOHN PERRY, to me known to be the Mayor of the CITY OF EVERSON, and who executed the above instrument and who acknowledged to me the act of signing and sealing thereof.

NOTARY PUBLIC in and for the State



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NOTARY PUBLIC in and for the State of Washington residing at $\frac{Bellingham}{M}WA$ My appointment expires: $\frac{Apri}{10} = 202$

CITY LE By Greg N ayor lansen, Date Approved as to form: Office of the City Attorney raxler non

STATE OF WASHINGTON

County of Whatcom

On this 3^{1} day of May, 2020, before me personally appeared GREG HANSEN, to me known to be the Mayor of the CITY OF FERNDALE, and who executed the above instrument and who acknowledged to me the act of signing and sealing thereof.

) ss.



NOTARY PUBLIC in and for the State of Washington residing at <u>Ferndale</u>. My appointment expires: <u>04</u> 30 2001

CITY OF LYNDEN By c

Scott Korthuis, Mayor

Date Murch 17, 2020

Approved as to form: Office of the City Attorney

Attest

STATE OF WASHINGTON

County of Whatcom

On this <u>I7</u> day of <u>MOUCH</u>, 2020, before me personally appeared SCOTT KORTHUIS, to me known to be the Mayor of the CITY OF LYNDEN, and who executed the above instrument and who acknowledged to me the act of signing and sealing thereof.

)) ss.

Parnela D. Brown

NOTARY PUBLIC in and for the State of Washington residing at **Whattom** Courty My appointment expires: 9/4/2021

CITY OF NOOKSACK By Marshall Judy, Mayor, 'em Date Approved as to form: Office of the City Attorney - NICHULAS A. FAY Attest STATE OF WASHINGTON) ss. County of Whatcom) On this 8 day of MAN __, 2020, before me personally appeared Marshall Judy, to me known to be the Mayor Pro-Tem of the CITY OF NOOKSACK, and who executed the above instrument and who acknowledged to me the act of signing and sealing thereof. IRGINIA ARNASON NOTARY PUBLIC in and for the State NOTARY PUBLIC #88393 of Washington residing at Λ STATE OF WASHINGTON My appointment expires: _____ **COMMISSION EXPIRES** NOVEMBER 29, 2022

CITY OF SUMA By Kyle Christensen, Mayor

Date

Approved as to form: Office of the City Attorney

Attest

STATE OF WASHINGTON

County of Whatcom

On this <u>as</u> day of <u>fabriary</u>, 2020, before me personally appeared KYLE CHRISTENSEN, to me known to be the Mayor of the CITY OF SUMAS, and who executed the above instrument and who acknowledged to me the act of signing and sealing thereof.



)) ss.

)

NOTARY PUBLIC in and for the State of Washington residing at \underline{SVMW} . My appointment expires: $\underline{O214}3721$

WHATCOM COUNTY By

Satpal Sidhu, County Executive

Date <u>7-14-2020</u>

Approved as to form: Whatcom County Prosecutor Kaven Frakes, Via Phone

Attest

STATE OF WASHINGTON

County of Whatcom

On this <u>14</u>⁴ day of <u>0</u>, 2020, before me personally appeared SATPAL SIDHU, to me known to be the County Executive of WHATCOM COUNTY, and who executed the above instrument and who acknowledged to me the act of signing and sealing thereof.

) ss.



NOTARY PUBLIC in and	Meldon-
Washington residing at	Bellingham
My appointment expires:	12-31-022

CITY OF LYNDEN

EXECUTIVE SUMMARY



Meeting Date:	November 16, 2020	
Name of Agenda Item:	Consideration of the final plat approval for the Young's Long Plat	
Section of Agenda:	New Business	
Department:	Planning Department	
Council Committee Revi	iew:	Legal Review:
Community Developme	ent 🛛 Public Safety	□ Yes - Reviewed
Finance	Public Works	□ No - Not Reviewed
Parks	□ Other:	Review Not Required
Attachments:		
Plat drawings, Findings of	Fact	

Summary Statement:

On August 5, 2019 the City Council granted preliminary approval of the Young's Lot Plat. The application was made at the request of Joan Kayser, on behalf of the Jack and Josephine Young Living Trust. The plat is a subdivision of 3.35 acres located at 8323 Double Ditch Road. The proposed long plat includes 7 single family lots within an RS-100 zoning designation.

As part of the Long Plat request, the applicants were also granted a Development Standards Variance to allow a cul-de-sac which exceeds the maximum cul-de-sac length of 450-feet.

Since approval the infrastructure improvements have been made on the plat and final development fees have been paid in full.

Staff recommends granting final approval based on the following conditions:

- 1. Completion of all punch list items.
- 2. Submittal and acceptance of required maintenance bonds and any necessary performance bonds.
- 3. Payment of final inspection fees for plat construction.
- 4. Submittal of final as-built drawings.
- 5. Submittal of final plat mylars.

Recommended Action:

Motion to grant final plat approval of the Young's Long Plat and authorize the Mayor's signature on the plat documents.



CITY OF LYNDEN FINDINGS OF FACT AND CONCLUSIONS OF LAW

REGARDING THE APPLICATION OF Joan Kayser on behalf of the Jack and	LP #19-01
Josephine Young Living Trust, TO SUBDIVIDE PROPERTY	FINDINGS OF FACT, CONCLUSIONS OF LAW, CONDITIONS and DECISION on SUBDIVISION APPLICATION #19-01
Petitioner	

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LOT B, YOUNG'S DOUBLE DITCH LOT LINE ADJUSTMENT, AS PER THE MAP THEREOF RECORDED IN THE AUDITOR'S OFFICE OF WHATCOM COUNTY, WASHINGTON UNDER FILE NO. 2018-0501734. SITUATE IN WHATCOM COUNTY, WASHINGTON.

COMMONLY DESCRIBED AS: 8323 Double Ditch Road, Lynden

Has applied for a subdivision of the above described parcel into 7 residential lots within the RS-100 zone. In addition, the applicants are also requesting a Development Standards Variance requesting that the proposed cul-de-sac serving their plat exceed the maximum length of 450feet. The Lynden Planning Commission held a public hearing on July 11, 2019, and recommended approval to the City Council through Planning Commission Resolution #19-01. Said request having come before the Lynden City Council on August 5, 2018, and the Lynden City Council having fully and duly considered the request, hereby makes the following:

I. FINDINGS OF FACT AND CONCLUSIONS OF LAW

<u>1.01</u> <u>Application</u>. Joan Kayser on behalf of the Jack and Josephine Young Living Trust, has filed an application ("Property Owners") for a subdivision which was accepted by the City as complete on May 8, 2019.

<u>1.02</u> Location. The Property is located at 8323 Double Ditch Road in Lynden, Whatcom Co., Washington as described above.

<u>1.03</u> Ownership. Jack and Josephine Young Living Trust are the Property Owners.

<u>1.04</u> Request. To subdivide a parcel approximately 3.35 acres in size into 7 residential lots located within the RS-100 zone.

<u>1.05</u> Reason for Request. To make effective use of land within the existing city limits where all urban services are available.

<u>1.06</u> Conformance with Zoning and Comprehensive Plans. The subdivision of the Property proposed in the application is in conformity with City zoning ordinances, comprehensive plans, and all other applicable City development regulations including Chapter 17.15 LMC.

<u>1.07</u> Compliance with General Requirements for Subdivision Approval. The application complies with Chapter 18.06 LMC, General Requirements for Subdivision Approval, as applicable.

<u>1.08</u> Compliance with Lot and Plat Design Standards. The application complies with lot and plat design standards as required under Chapter 18.14 LMC, as applicable.

<u>1.09</u> Compliance with Project Manual for Engineering Design and Development <u>Standards</u>. The application complies with the development standards and requirements set forth in Title 18 LMC and with the Project Manual for Engineering Design and Development Standards.

<u>1.10</u> Appropriate Provisions for Promoting Health, Safety and General Welfare. The application makes appropriate provisions for public health, safety and general welfare.

<u>1.11</u> Open Spaces, Streets, Roads, Sidewalks and Alleys. The application makes appropriate provisions for public open spaces, roads, streets, sidewalks and alleys.

<u>1.12</u> Potable Water Supplies, Sanitary Wastes and Drainage Ways. The application makes appropriate provisions for public drainage ways, potable water supplies and sanitary wastes.

<u>1.13</u> Public Interest. The application results in additional infilling within the City consistent with the City's Comprehensive Plan and the Growth Management Act. The public interest will be served by the approval of the application.

<u>1.14</u> Critical Area Review. The Critical Area checklist for this project has been submitted and requires no further review.

<u>1.15</u> <u>SEPA Determination.</u> Environmental review of the proposal has been made under the requirements of WAC 197-11 and a mitigated determination of non-significance has been made.

The foregoing Findings of Fact and Conclusions of Law are not labeled. Those sections which are most properly considered Findings of Fact are hereby designated as such. Those sections which are most properly considered Conclusions of Law are also designated as such. From the foregoing Findings of Fact and Conclusions of Law, the Council establishes the following conditions:

II. CONDITIONS

Any approval of the Petitioner's application shall be subject to the conditions as listed below:

Project Summary:

The proposed long plat was reviewed against the subdivision standards found in Chapter 18 of the Lynden Municipal Code (LMC) and the Engineering Design and Development Standards. The following aspects were found to be consistent with these standards:

Zoning: The area to be developed in this application is located within the RS-100 single family zone.

Minimum Lot Size: The lots proposed in this subdivision meet the RS-100 minimum lot size of 10,000 square feet. As initially proposed, parcels of the Young Long Plat range from 13,550 square feet to 17,827 square feet.

Lot width: Per 18.14.010(c), the minimum frontage of each lot must be at least 50 feet. For lots located within the cul-de-sac, the minimum frontage must be at least 40-feet.

Street Sections: Per Chapter 4 of the Engineering Design and Development Standards the minimum street width, for a publicly dedicated access street is 60 feet. This standard has been met as proposed.

Cul-de-Sac Length: Per LMC 18.14.100(C), cul-de-sac street shall not exceed 450 feet in length unless specifically varied through the process described in Chapter 17.17. Staff understands that in conjunction with the subdivision a variance has been proposed which would allow the cul-de-sac to exceed 450 feet. This application is addressed in the comments below.

Build-out: Be advised, only single-family homes and association accessory uses are permitted within the RS-100 zone. All lots are subject to the development requirements listed under 19.15 of the Lynden Municipal Code and associated design standards. This includes, but is not limited to, Section 19.15.060 which sets a maximum lot coverage of 35% for each lot.

Parking: Be advised, per Chapter 19.51.040 of the LMC, a minimum of 2 parking stalls is required <u>per home</u>. It is important to note that if an enclosed single car garage is provided per dwelling unit, a minimum of two outside spaces must be provided. If an enclosed garage for two or more vehicles is provided, a minimum of one outside parking space must be provided.

Long Plat Advisory Comments

- 1. <u>Impact Fees</u>: Be advised, prior to final plat (PRD) approval, the developer will be required to pay transportation mitigation fees, plus the first half of park and fire mitigation fees. Contact Planning Staff for a fee estimate.
- 2. <u>*Civil Drawings:*</u> The construction drawings for any civil and utility improvements must be submitted for review and approval prior to construction. These drawing must illustrate that the utility improvements and extensions meet the standards listed within the Project Manual for Engineering Design and Development Standards, unless they have been specifically varied by the approval of the plat. It is the project engineer's responsibility to be aware of these standards.
- 3. <u>*Civil Review Deposit Required*</u>: Be advised, a review deposit of \$200 per lot, \$2,000 minimum, to review the construction plans and a plat / PRD construction inspection deposit of \$350 per lot, \$5,000 minimum, is due prior to review and construction respectively.
- 4. <u>Infrastructure Installation</u>: A City of Lynden Fill and Grade Permit is required prior to the commencement of site work. The site and utility work must be addressed on SEPA Checklist.

- 5. <u>Performance Bonding Requirements</u>: Be advised, a 150% performance bond may be required for all work in the City's right-of-way or on city owned property which is deemed incomplete. Only items not specifically exempted from bonding under LMC 18.18.010(G) are eligible for bonding.
- 6. <u>*Maintenance Bonding Requirements*</u>: A post construction maintenance bond for infrastructure in the amount of 10% of the construction costs will be required prior to final plat approval.
- 7. <u>Landscape Bonding</u>: Be advised, performance and maintenance bonding will be required for the plat. This relates to street trees and any required mitigation trees. Bonds are due prior to final plat approval.
- 8. <u>Surveying</u>: All surveying work and engineering design must be based on the City of Lynden survey control monuments. AutoCAD files for all improvements must be provided to the City in digital format approved by the City. A copy of the City's control monuments is available to the project consultant for their use.
- 9. <u>Expiration of Preliminary Approval</u>: Petitioner shall record the final subdivision, with the County in conformance with LMC 18.06.010.2, 18.06.020 and 18.06.030 within five (5) years of the date this preliminary approval becomes final, after which City approval of this application shall become void; provided that, this one year deadline may be extended for up to one (1) additional year upon application to and approval by the City Council.
- 10. <u>Property Addressing</u>: Be advised, all street addressing must follow the requirements of the Lynden Municipal Code. Addresses will be assigned by the Public Works Department prior to final PRD approval.
- 11. <u>Covenants, Conditions and Restrictions (CC&Rs)</u>: CC&R's for the long plat may be recorded in conjunction with the final long plat. This document can impose more restrictive conditions on the property but not less restrictive than City of Lynden development code. Be advised, enforcement of CC&R documents is the responsibility of the developer and/or neighborhood association. The City of Lynden does not monitor or enforce restrictions which appear in CC&R documents.

Specific Project Comments from the Technical Review Committee:

Planning and Development

1. *Plat Area Break-down*: Whatcom County and the City of Lynden have been mandated to participate in an annual report provided to the State which tracks achieved housing density. In an effort to track accurate data for this program all plats will be required to provide supporting data. Please provide on the face of the plat a table which breaks down the total area of the plat into the categories shown below. Note that in some instances the area may be zero and that "other infrastructure" could refer to area used for sewer pump station, stormwater ponds, etc.

	Plat Area (in square feet)
Gross plat area	
Reserve tracts	
Critical areas	
Right of ways (ROWs)	
Other infrastructure	
Net developable	
Percent ROW and Infrastructure	%

- 2. *Utility Easements:* Per 18.14.075, the proposed plat must identify the required 5-foot utility easements around the interior property line of all lots. Revise plat map to include this easement on the face of the plat.
- 3. *Tree Note:* The character of the Double Ditch neighborhood includes the presence of large trees intermingled among the residences. This character was emphasized with the requirement for a tree inventory and report placed on the previous LLA (Young's Double Ditch LLA, AF #2018-0501734).

Furthermore, Per LMC 19.16.140, all trees greater than 12" diameter at breast height (DBH) shall be identified and marked on the plat and a narrative of how those trees will be impacted or preserved shall be provided to the City. Efforts shall be made to preserve healthy large trees on this entire parcel.

Provide tree inventory showing trees greater than 12" DBH and how these relate to the proposed plat. This inventory and report shall be updated prior to preliminary plat approval. Impacts to large trees will require mitigation.

Provide a planting plan for the plat. If those boundary trees are no longer present, applicant will be required to plant additional trees (native conifers) along the boundary. Note protected planting areas for these boundary trees on the face of the plat.

4. Street Trees: Be advised, per Sec. 18.14.120, the developer will be required to provide street trees within the dedicated public utility easement adjacent to the street or the 4 foot planting strip. There shall be a minimum of one tree per lot with a maximum of one hundred feet between trees. The minimum size of street trees at the time of installation shall be 2 inches diameter at breast height (DBH). Species of tree to be consistent with the City of Lynden approved tree list. Installation must include root barrier and be done according to Figure 4-19A of the Engineering Design and Development Standards. General maintenance of street trees shall be the responsibility of the adjoining property owner.

Public Works

5. *Utility Easements*: Revise plat to show the required 10 foot utility easement along the frontage of each lot.

6. <u>Stormwater Advisory Comments</u>

- a. A stormwater management plan prepared by a professional engineer will be required for this development and must be approved by the City of Lynden prior to approval of construction plans. An erosion control plan must be included in the drainage plan and construction plans as necessary.
- b. All plans must be designed and constructed in compliance with the Department of Ecology's Best Management Practices and the standards approved in the Manual for Engineering Design and Development Standards.
- c. Stormwater from public streets may be infiltrated within the dedicated right-ofway, or within a separate dedicated tract, but may not be within the street prism. Infiltration areas and street trees should have adequate separation to insure the proper functioning of the drainage system and survival of the tree.
- d. A Construction National Pollutant Discharge Elimination System (NPDES) permit may be needed.

7. <u>Water</u>

- a. As per 6.2 (M) of the City of Lynden Project Manual for Engineering Design and Development Standards, the water mainline must be extended to the north side of the proposed plat. Show easements as appropriate on the face of the plat.
- b. Be advised, each house and/or unit within this plat must be individually metered. Water meters must be located within the City right-of-way.

8. <u>Sanitary Sewer</u>

- a. Be advised, sanitary sewer and water system design and construction must meet the requirements of the City of Lynden Engineering Design and Development Standards.
- b. As per 7.2 (P) of the City of Lynden Project Manual for Engineering Design and Development Standards, sanitary sewer must be extended to the north side of the proposed plat. Show easements as appropriate on the face of the plat.

Fire and Life Safety

- 9. *Fire Service Impact Fee:* Half of the required fire impact fee is due at the time of final plat approval. The balance of the fire impact fees can be deferred to the time of building permit. Contact Planning staff for an estimated fee total.
- 10. *Street Addressing:* Be advised, address numbers must be clearly posted on each house to assist in efficient fire aid response.

11. *Hydrants:* The installation of a fire hydrant is required within the cul-de-sac. The final hydrant location will be determined upon review of civil plans and must be approved by the Fire Department.

Parks and Recreation

12. *Park Impact Fee:* Half of the required park impact fee is due at the time of final plat approval. The balance of the park impact fees can be deferred to the time of building permit. Contact Planning staff for an estimated fee total.

Project Name:	Young's Long Plat and Development Standards Variance #19-01
Application Type:	Long Plat & Development Standards Variance
Hearing Type:	Quasi-Judicial
Hearing Objective:	The objective of this public hearing is to determine whether the proposed subdivision and variance meets the requirements found within the City of Lynden Subdivision Code – Title 18.
Project Description:	A Long Plat and Development Standards Variance application requesting to subdivide approximately 3.35 acres into 7 single family residential lots within the RS-100 zone. The applicant is also requesting a variance to LMC 18.14.100 regarding cul-de-sac lengths.

Young Long Plat Development Standards Variance

The applicant is requesting a variance to Section 18.14.100 (C) of the Lynden Municipal Code (LMC) which states that cul-de-sac streets shall not exceed four hundred and fifty feet in length unless specifically varied through the process outlined in LMC 17.17.

LMC 17.17.040 states, where there are unnecessary hardships and practical difficulties which render it difficult to carry out the provisions of the development standards, the City Council shall have power to grant a variance in harmony with the general purpose and intent of the provisions contained therein. Such variances may vary the rules, regulations or provisions of the development standards so that the spirit of those standards will be observed; public safety secured; and substantial justice done. However, the City Council shall not vary any of the rules, regulations or provisions of those development standards unless it shall approve findings that all of the following conditions exist in each case:

- A. The variance shall not constitute a grant of special privilege inconsistent with the limitation upon uses of other properties in the vicinity in which the property on behalf of which the application was filed is located;
- B. That such variance is necessary, because of special circumstances relating to the size, shape, topography, location, or surroundings of the subject property, to provide it with rights and privileges permitted to other properties in the vicinity in which the subject property is located;
- C. That the granting of such a variance will not be materially detrimental to the public health, safety and general welfare; and
- D. That the granting of such a variance will not be injurious to the property or improvements in the vicinity and zone in which the subject property is located.

E. That the variance request is based on sound engineering judgement and includes additional mitigation sufficient to offset adverse impacts to the public interest likely to result from granting the variance."

The applicant provided the following response to the criteria listed above:

"Because there is no other way to access this property, we are requesting a variance on the length of the cul-de-sac from 450-feet to approximately 528-feet."

Variance Application Comments from the Technical Review Committee:

Planning and Development

- Variance Justification: Please provide a response to each of the variance conditions listed above (A-E). Staff recommends that responses explore examples of this variance being granted elsewhere in the City; expound on what, if any, impacts the variance would have on surrounding properties; note the conversations with the Lynden Fire regarding the ability of the Department to provide service to the full length of the extended cul-de-sac. Applicant provided, on June 20,2019, responses to each of the development standards variance criteria. See attached.
- 2. Alternate Design Analysis: Although the applicant has stated that there is no other way to access the property, alternative plat designs could avoid a cul-de-sac longer than 450 feet through the use of pipe-stem lots or by creating larger lots. Provide in writing an expanded discussion on these issues which would justify the variance. Applicant provided, on June 20,2019, responses to each of the development standards variance criteria. See attached.

Fire Department

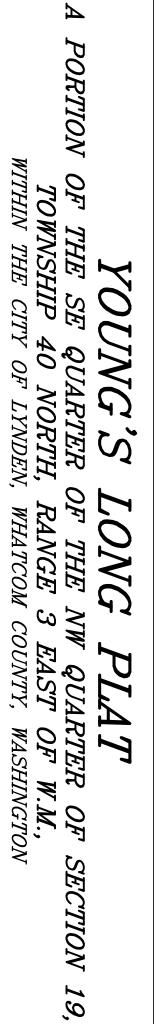
Variance Request: The Lynden Fire Department does not have concerns regarding the proposed development standards variance of an extended dead end if a standard turn-around (cul-de-sac) is constructed and the homes are

III. DECISION

Petitioner's application to subdivide the property described herein into seven (7) parcels for future development and to allow the requested development standards variance is hereby **Preliminarily Approved** as outlined in Planning Commission Resolution #19-01 and subject to the conditions set forth in this document.

DATED: HUQUST 6,2019

Scott Korthuis Mayor



LAND **DESCRIPTION:**

146

LOT B, AS DELINEATED ON YOUNG'S LOT LINE ADJUSTMENT, RECORDED 2018-0501734, RECORDS OF WHATCOM COUNTY, WASHINGTON. MAY 15, 2018, UNDER AUDITOR'S FILE No.

SITUATE IN WHATCOM COUNTY, WASHINGTON.

SUBJECT TO AND/OR TOGETHER WITH ALL EASEMENTS, COVENANTS, RESTRICTIONS AND/OR AGREEMENTS ę RECORD, F ANY.

DECLARATION & DEDICATION:

WE, THE UNDERSIGNED, DO HEREBY DECLARE THIS PLAT AND DEDICATE TO THE PUBLIC FOREVER THE VARIABLE WIDTH RIGHT-OF-WAY LABELED "DOUBLE DITCH COURT" AS SHOWN ON SHEET 2 AND ALL ROADS AND WAYS SHOWN HEREON, WITH THE RIGHT TO MAKE ALL NECESSARY SLOPES FOR CUTS AND FILLS, AND THE RIGHT TO CONTINUE TO DRAIN SAID ROADS AND WAYS OVER AND ACROSS ANY LOT OR LOTS WHERE WATER MIGHT TAKE / NATURAL COURSE IN THE ORIGINAL REASONABLE GRADING OF ROADS AND WAYS HEREON, NO DRAINAGE WATERS ON ANY LOTS SHALL BE DIVERTED OR BLOCKED FROM THEIR EXISTING COURSE SO AS TO DISCHARGE UPON ANY PUBLIC ROAD RIGHT-OF-WAY, OR TO HAMPER PROPER ROAD DRAINAGE, ANY ENCLOSING OF DRAINAGE WATERS IN CULVERTS OF RIGHT OF ACROSS ANY LOT AS MAY BE UNDERTAKEN BY OR FOR THE OWNER OF ANY LABLE BE DONE BY AND AT THE EXPENSE OF SUCH OWNER AND DO HEREBY GRANT AND RESERVE ANY LASEMENTS SHOWN HEREON FOR THE USES INDICATED HEREON. R OF ANY LOT, Ъ

JOAN JACK U/T/I , ^{У Ш}, KAYSER, AS CO-TRUSTEE OF THE YOUNG & JOSEPHINE YOUNG LIVING NOVEMBER 2, 2017 TRUST

> JOSEPHINE YOUNG, AS CO-JACK A. YOUNG & JOSEPHINE U/T/D NOVEMBER 2, 2017 TRUSTEE OF THE YOUNG LIVING TRUST

ACKNOWLEDGMENT

STATE OF COUNTY C OF WASHINGTON \sim

I CERTIFY THAT I KNOW OR HAVE SATISFACTORY EVIDENCE THAT JOAN E. KAYSER AND JOSEPHINE YOUNG ARE THE PERSONS WHO APPEARED BEFORE ME, AND SAID PERSONS ACKNOWLEDGED THAT THEY SIGNED THIS INSTRUMENT, ON OATH STATED THAT THEY ARE AUTHORIZED TO EXECUTE THE INSTRUMENT AND ACKNOWLEDGED IT AS CO-TRUSTEE'S OF THE JACK A. YOUNG & JOSEPHINE YOUNG LIVING TRUST U/T/D NOVEMBER 2, 2017, TO BE THE FREE AND VOLUNTARY ACT OF SUCH PARTY FOR THE USES AND PURPOSES MENTIONED IN THE INSTRUMENT.

DAY OF

SIHL

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202

RESIDING NOTARY PUBLIC AT Z AND FOR THE WASHINGTON STATE ę WASHINGTON. MY COMMISSION

EXPIRES

PUBLIC WORKS DEPARTMENT APPROVAL:

EXAMINED AND APPROVED BY THE LYNDEN PUBLIC WORKS DEPARTMENT AS RIGHT-OF-WAY AND ACCEPTANCE OF THE DEDICATION AND/OR EASEMENTS IN ACCORDANCE WITH THE THE CITY OF LYNDEN DEVELOPMENT STANDARDS. 07 07 THE LAYOUT OF ROADS AND BEHALF OF THE CITY OF LYNDEN

SIHL DAY OF 202_

STEVE BANHAM, P.E., PUBLIC WORKS DIRECTOR

CITY PLANNING APPROVAL:

EXAMINED AND APPROVED BΥ THE CITY ę LYNDEN PLANNING DEPARTMENT

THIS DAY OF 202

CITY PLANNING COMMISSION APPROVAL:

HEIDI

GUDDE,

AJCP,

PLANNING

DIRECTOR

BY THE

EXAMINED AND APPROVED CITY OF LYNDEN PLANNING COMMISSION

SHL DAY 9 F 202

CHAIRMAN, LYNDEN PLANNING COMMISSION

CITY COUNCIL APPROVAL:

SIHL APPROVED BΥ THE ORDER ç ΤΗΕ CITY ę LYNDEN, WASHINGTON, BΥ Ą ORDER MADE AND ENTERED NO

DAY ę ,202

ATTEST: ALIO CLERK

읶 뷤 2 TIO 읶 LYNDEN

MAYOR

AUDITOR'S CERTIFICATE:

I HEREBY CERTIFY THAT THIS PLAT WAS FILED FOR RECORD Z THE OFFICE ę WHATCOM COUNTY,

WASHINGTON, THIS DAY OF 202 AT A.M.∕P.M., Ž BOOK ę SURVEYS

ON PAGE AT THE REQUEST OF NORTHWEST SURVEYING ጵ GPS, INC.

AND

SI RECORDED UNDER AUDITOR'S FILE NUMBER

AUDITOR

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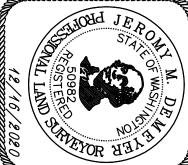
WHATCOM

COUNTY

DEPUTY

AUDITOR

4 NORTHWEST 0 7 S



FINANCE DIRECTOR APPROVAL:

I, <u>DO HEREBY CERTIFY THAT I AM THE OFFICER IN CHARGE OF COLLECTIONS OF THE CITY OF LYNDEN, WASHINGTON,</u> DO HEREBY CERTIFY THAT I AM THE OFFICER IN CHARGE OF COLLECTIONS OF SPECIAL ASSESSMENTS LEVIED BY THE CITY OF LYNDEN ON ALL LAND EMBRACED IN THIS PLAT AND THAT ALL CITY ASSESSMENTS FOR WHICH THE PROPERTY EMBRACED IN THIS PLAT MAY BE LIABLE AT THIS DATE AND THAT ALL SPECIAL CITY OF LYNDEN ASSESSMENTS ASSESSED AGAINST THE PROPERTY IN THIS PLAT WHICH UNDER SAID PLAT BECOMES STREETS, ALLEY AND OTHER PUBLIC PLACES, HAVE BEEN PAID.

ANTHONY BURROWS, CITY OF LYNDEN FINANCE DIRECTOR

DATE

WHATCOM COUNTY TREASURER'S CERTIFICATE:

I, WHATCOM COUNTY TREASURER, WHATCOM COUNTY TREASURER, WHATCOM COUNTY, WASHINGTON, DO HEREBY CERTIFY THAT ALL TAXES REQUIRED BY LAW TO BE PAID UPON THAT PORTION OF REAL ESTATE EMBRACED WITHIN THIS PLAT ENTITLED "YOUNG'S LONG PLAT" AND ALL DELINQUENT ASSESSMENTS HAVE BEEN FULLY PAID, SATISFIED OR DISCHARGED AS SHOWN IN THE RECORDS OF MY OFFICE.

DATED THIS DAY OF 201

TREASURER, WHATCOM COUNTY, WASHINGTON

SURVEYOR'S CERTIFICATE:

I HEREBY CERTIFY THAT THIS PLAT WAS PREPARED BY ME OR UNDER MY DIRECTION AN ACTUAL SURVEY MADE IN COMPLIANCE WITH STATE LAWS. AND IS BASED UPON

JEROMY M. DEMEYER, P.L.S. CERTIFICATE No. 50982 NORTHWEST SURVEYING & GPS INC, 407 5TH STREET, LYNDEN, WA 98264 DATE

RIGHT 10 FARM COVENANT:

16/2020 16/2020

THE SUBJECT PROPERTY IS WITHIN OR NEAR DESIGNATED AGRICULTURE LAND OR FARM OPERATIONS UPON WHICH A VARIETY OF COMMERCIAL ACTIVITIES MAY OCCUR THAT ARE NOT COMPATIBLE WITH RESIDENTIAL DEVELOPMENT FOR CERTAIN PERIODS OF LIMITED DURATION. YOU MAY BE SUBJECT TO INCONVENIENCES OR DISCOMFORTS ARISING FROM SUCH OPERATIONS, INCLUDING BUT NOT LIMITED TO NOISE, ODORS, FLIES, FUMES, DUST, SMOKE, THE OPERATION OF MACHINERY OF ANY KIND DURING ANY 24 HOUR PERIOD (INCLUDING AIRCRAFT), THE STORAGE AND DISPOSAL OF MANURE, AND THE APPLICATION BY SPRAYING OR OTHERWISE OF CHEMICAL FERTILIZERS, SOIL AMENDMENTS, HERBICIDES AND PESTICIDES. WHATCOM COUNTY HAS DETERMINED THAT THE USE OF REAL PROPERTY FOR AGRICULTURAL OPERATIONS IS A HIGH PRIORITY AND FAVORED USE AND WILL NOT CONSIDER TO BE A NUISANCE THOSE INCONVENIENCES OR DISCOMFORTS ARISING FROM FARM OPERATIONS, IF SUCH OPERATIONS ARE CONSISTENT WITH THE COMMONLY ACCEPTED GOOD MANAGEMENT PRACTICES AND OTHERWISE COMPLY WITH LOCAL, STATE, AND FEDERAL LAWS.

TREE NOTE:

ALL LOTS SHALL PLANT 3 NATIVE CONIFERS APPROXIMATELY 5'-6' IN HEIGHT AT THE TREES MUST BE PLANTED PRIOR TO FINAL OCCUPANCY OF PRIMARY DWELLING UNIT. TIME 0F PLANTING.

STORM INFILTRATION NOTE:

ALL LOTS SHALL HAVE ONSITE DOWNSPOUT INFILTRATION PER APPROVED PLAT DRAINAGE PREPARED BY FREELAND AND ASSOCIATES AND APPROVED ON 11.17.2020. PLAN AS

OCCUPATIONAL INDICATORS AND EXISTING FENCE LINE NOTE:

THIS SURVEY HAS DEPICTED EXISTING FENCE LINES AND/OR IMPROVEMENTS IN ACCORDANCE WITH W.A.C. CH. 332.130. THESE OCCUPATIONAL INDICATORS MAY INDICATE A POTENTIAL FOR CLAIMS OF UNWRITTEN TITLE OWNERSHIP. THE LEGAL RESOLUTION OF OWNERSHIP BASED UPON UNWRITTEN TITLE CLAIMS HAS NOT BEEN RESOLVED BY THIS SURVEY.

PLAT NOTES:

1 FOR ADDITIONAL PLAT RESTRICTIONS SEE THAT CERTAIN DECLARATION OF RESTRICTIONS UNDER WHATCOM COUNTY AUDITOR'S FILE No.202____ COVENANTS, CONDITIONS AND

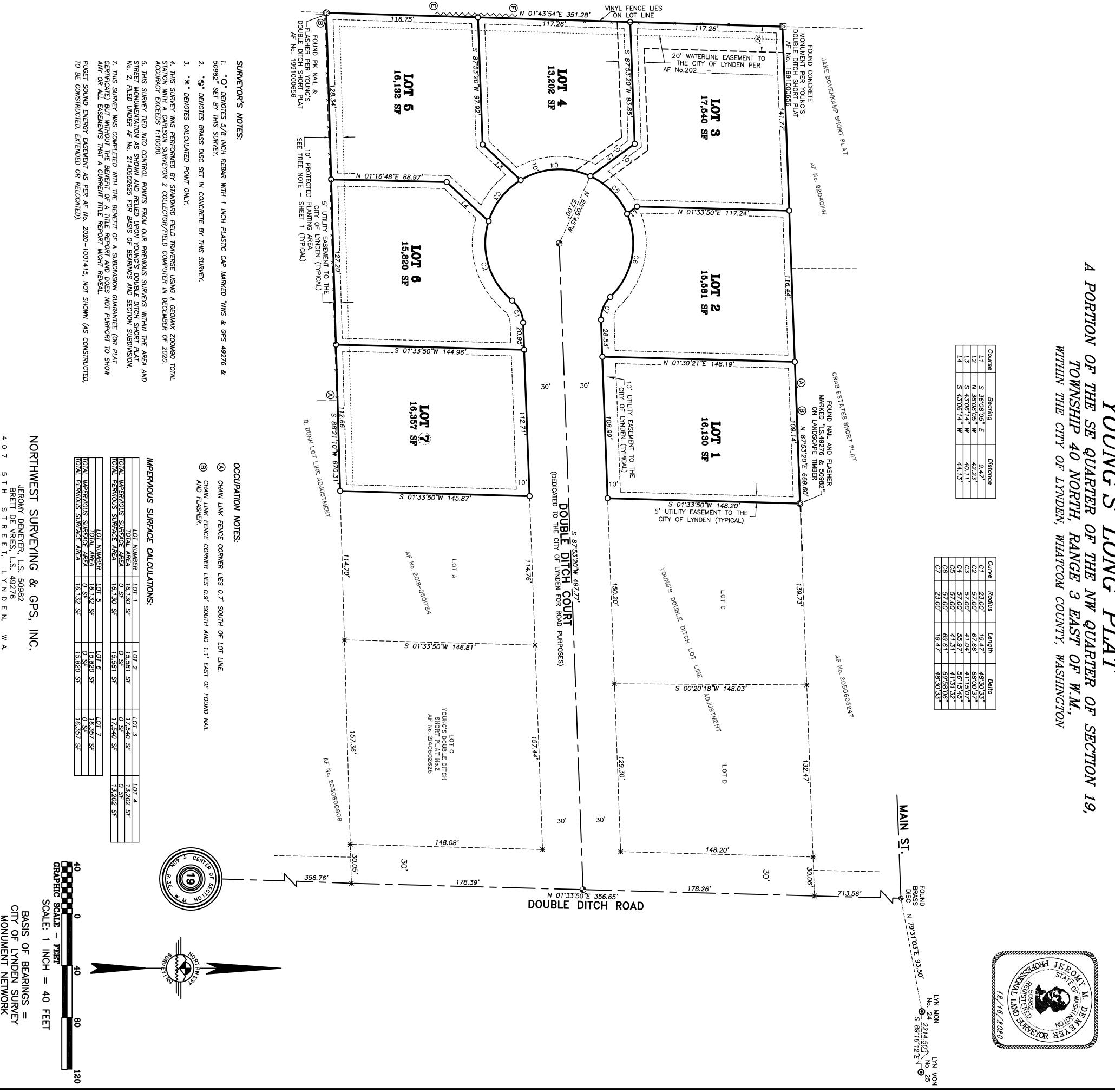




	MPEI
	MPERVIOUS
LOT	SURFACE
	LOT

1. "O" DENOTES 5/8 INCH REBAR WITH 1 INCH PLASTIC CAP 50982" SET BY THIS SURVEY. MARKED

1. THIS SURVEY WAS PERFORMED BY STANDARD FIELD TRAVERSE USING A GEOMAX ZOOM90 STATION WITH A CARLSON SURVEYOR 2 COLLECTOR/FIELD COMPUTER IN DECEMBER OF 2020. ACCURACY EXCEEDS 1:10000.



147

EXECUTIVE SUMMARY



Meeting Date:	December 21, 2020	
Name of Agenda Item:	Public Safety Draft Minutes- December 3, 2020	
Section of Agenda:	Other Business	
Department:	Police	
Council Committee Revie)W:	Legal Review:
□ Community Development	Public Safety	□ Yes - Reviewed
Finance	Public Works	No - Not Reviewed
Parks	□ Other:	☑ Review Not Required
Attachments:		
Public Safety Draft Minutes	s- December 3, 2020	
Summary Statement:		
Public Safety Draft Minutes- December 3, 2020 attached for review.		
Recommended Action:		
For Council review.		

POLICE DEPARTMENT Steve Taylor, Police Chief (360) 354-2828



Public Safety Committee Meeting Minutes

Online (Microsoft Teams) 4:00 PM December 03, 2020

Call to Order

Roll Call

Members present: Mayor Korthuis and Councilors Mark Wohlrab, Brent Lenssen and Gerald Kuiken.

Staff present: Chief Mark Billmire, Chief Steve Taylor, Assistant Chief Tom Hatley, Lieutenant Jeremy Bos, Support Services Manager Holly Vega.

Approval of Minutes

- 1. Approval of October meeting minutes The minutes from the October 2, 2020 meeting were approved.
- 2. Approval of November meeting minutes The minutes from the November 5, 2020 meeting were approved.

Items from the Audience

None

Unscheduled (20 Minutes) None

Committee Items

3. Public distribution of Lynden COVID testing results

The COVID testing of sewage samples is occurring 3 times per week currently. Mayor Korthuis noted that if there are 3-4 high readings in a row trending up, that information should be publicized to the community through the Lynden Tribune, Chamber of Commerce and Lynden WATCH.

4. Lynden WATCH Update

The Facebook page had 26,000 hits in November and continues to grow approximately 5% each month.

5. Public Safety Overtime - October 2020

Fire Dept overtime was at 360 hours for October, but down to 190 in November with 379 volunteer hours. Police Dept overtime was 107 hours in October. November will be significantly higher as there were 3 holidays to account for.

Fire Department Items

6. Assistant Fire Chief replacement process

Chief Billmire has been working with Mike Martin and Kara Turner to review the job description and position opening. The announcement has been posted with applications due by 12/28/20, online interviews on 1/5/21 and in person interviews on 1/18/21. Chief Billmire hopes to have the position filled by the end of February to beginning of March. Councilor Lenssen expressed some concern with the aggressive timeline and suggested a date of 4/1/21 to fill the position.

7. Fire Monthly Report - November 2020

Call volume was down slightly, average response time was under 4 minutes. There were 5 responses to possible COVID cases, and 205 training hours. There was a structure fire in which mutual aid responded as one of our units was already out on a call.

The first ever East County Recruit Academy took place with great success. Assistant Chief Hatley shared some of the highlights including a 98% graduation rate, a valuable bond between the recruits, and also reduced cost from \$1200-\$1600/student to about \$500. Lynden had 3 recruits in the program and gained 1 more from another district; 2 of the 4 already have their EMT certification and will be ready to go.

Police Department Items

8. Police Monthly Report - November 2020

Chief Taylor presented the monthly report noting an uptick in domestic violence calls, probably related to COVID stress/fatigue. There was an incident involving a transient subject trespassing on the NWWF grounds who assaulted officers during the struggle to detain him. Several officers sustained minor injuries including bite wounds, and subject was arrested on felony charges, still currently in custody.

Added Items

Adjournment

Meeting adjourned at 4:40 p.m.

EXECUTIVE SUMMARY



Meeting Date:	December 21, 2020	
Name of Agenda Item:	Public Works Committee Meeting Minutes December 16, 2020	
Section of Agenda:	Approval of Minutes	
Department:	Public Works	
Council Committee Revi	ew:	Legal Review:
Community Developme	ent 🛛 Public Safety	□ Yes - Reviewed
□ Finance	🖾 Public Works	No - Not Reviewed
Parks	□ Other:	Review Not Required
Attachments:		
December 16, 2020 Draft	Public Works Committee Meeting I	Ainutes
Summary Statement:		
Draft minutes for the December 16, 2020 Public Works Committee meeting.		
Recommended Action:		
For Review		

PUBLIC WORKS DEPARTMENT 360-354-3446



PUBLIC WORKS COMMITTEE MINUTES

4:00 PM December 16, 2020 Microsoft Teams Virtual Meeting City Hall 2nd Floor Large Conference Room

1. ROLL CALL

Members Present: Mayor Scott Korthuis; Councilors Gary Bode, Ron De Valois, Jerry Kuiken

Staff Present: Public Works Director Steve Banham, Programs Manager Mark Sandal, Fire Chief Mark Billmire, Sr. Admin. Assistant Miriam Kentner

Public Present: Gary Vis

2. ACTION ITEMS

A. Approve Minutes from November 4, 2020

De Valois motioned to approve the minutes and Kuiken seconded the motion. Action

The minutes from November 4, 2020 were approved.

B. Northwood Road Waterline Extension East

Committee discussed extending the water line west to Northwood Road from a proposed development approximately ¼ mile east of Northwood adjacent to the storage units on Badger Road. This will provide a loop which will aid in providing adequate water pressure and volume for fire protection.

This would be incorporated into a Developer Agreement.

<u>Action</u>

The Public Works Committee concurred to support the water line extension and have staff incorporate this into the Developer Agreement.

C. Sensus AMI Agreement

Banham presented a "Software as a Service" (SAAS) agreement from Sensus. The City is working with Sensus to install a City-wide fixed-base meter reading system compatible with existing Sensus meters. This agreement includes a web-based application with sophisticated automation that would reduce manual meter reading time and provide improved leak detection.

<u>Action</u>

The Public Works Committee concurred to recommend forwarding this agreement to Council for review.

D. Recommendation to City Council to Award Contract for Lynden Fire Station Renovation

Banham presented the Lynden Fire Station Renovation Bid tabulation. Bids were opened on December 8, 2020. Roosendaal-Honcoop Construction, Inc., is the lowest responsive and responsible bidder with a bid of \$2,154,325.30 (with alt. 1) including Washington State Sales Tax. Construction is scheduled to start in early January 2021. *Action*

The Public Works Committee concurred to forward this to City Council recommending approval to award to Roosendaal-Honcoop Construction, Inc.

E. Professional Service Agreement - Welch Ecological Services

Banham presented the renewal of the 2021 agreement for the Annual NPDES Phase II Stormwater Permit Compliance Support. Banham stated that Welch has done an excellent job assisting the City with reporting, testing and other compliance requirements.

Action

The Public Works Committee concurred to support the renewal of the Welch Ecological Services Agreement.

F. Award Two-Year Bids 2021-2022

Bid Tabulation was presented for:

- 1) Mowing (Flynn Road Detention Pond, Benson Road, Heritage Park)
- 2) Pest Control

Action

These items were for information only. The committee discussed possibly including other properties currently maintained by the crew and staff will research that for future years

G. Award Annual Bids for 2021

Bid Tabulation was presented for:

- 1) Rocks, Gravel, Materials
- 2) Chemicals
- 3) Lab Analysis
- 4) Grease Trap Services for Community Center

Action

These items were for information only.

3. INFORMATION ITEMS

A. BHC and RH2 On-Call Contracts

Staff is seeking on-call contracts with BHC and RH2 to provide technical support on new developments as needed. BHC would provide wastewater plant improvements support and RH2 would provide water distribution system modeling. Developers would fund the engineering reviews.

B. Badger Road Waterline Breaks

The Public Works crew has responded in the past month to three main breaks in the old A/C waterline on the south side of Badger Road east of Benson. Staff is seeking to bypass the older pipe by constructing a temporary service for Kulshan Veterinary Clinic, the only customer on that section of old pipe. Staff is also reaching out to PeaceHealth to coordinate plans for new waterlines in that area needed for their development.

C. Water Service to Kon Tree Aire Apartments

Staff is working with the Department of Ecology and the Department of Health to obtain approval to use the EDB water rights to be able to serve Kon Tree Aire Apartments on Birch Bay Lynden Road. It is the City's understanding that the apartments would pay the price for connection and put their groundwater water rights into a trust. **The Committee asked that staff discuss with DOE the requirement for additional water rights as a condition of service.**

D. 17th Street Extension Latecomer's Agreement for Sidewalk, Water and Sewer Extension

The improvements included in the Latecomer's Agreement associated with the 17th Street Extension project include sidewalk, waterline and sanitary sewer line extensions. Certified letters were sent on December 15, 2020 to the owners of the assessed properties. The owners have 20 days to respond. It appears that the property owners will not require a public hearing and will accept the terms of the Latecomer Agreement which will be drafted and brought by staff to Council for final approval early next year.

E. PROJECT: Industrial Condensate Pipeline

Shoreline permits have been submitted to Whatcom County and staff is expecting response back from the Army Corps and other Federal by the end of the year for the JARPA Permit. Construction is planned for 2021.

F. PROJECT: Jim Kaemingk Trail – Depot to 8th Street

Banham stated staff is working on a bridge design. Staff is also working on reviewing required permits including applying for a Shoreline Permit. for the Jim Kaemingk Trail extension.

G. PROJECT: Guide Meridian Pump Station (Southwest Corner of Guide Meridian and Bay-Lyn Drive)

Whatcom County will not require a Conditional Use Permit for the section of the gravity sewer line that will be in the County. The City is going to request SEPA authority for the project. The Guide Meridian Pump Station will be built to provide sewer service to the lower east and west sides of the Guide Meridian (SR-539) for both residential and commercial customers. The cost for this pump station will be recovered through a latecomer assessment which is being developed by staff.

4. ITEMS ADDED

A. Truck Route Bypass

Bode stated that he feels there is a need for the extension of Drayton Street from 2nd Street west to Depot road as an alternative for commercial traffic to obtain easy access to the industrial area and Hannegan Road to the South. The Committee discussed truck movement and the parking and pedestrian traffic associated with the Recreation Center.

B. Covid-19 Wastewater Testing Status

The Committee discussed the Covid-19 test results from the testing of the City's wastewater system. Data is continuing to be reviewed and monitored by staff.

The meeting was adjourned at 5:29 p.m.

EXECUTIVE SUMMARY



Meeting Date:	December 21, 2020	
Name of Agenda Item:	Calendar	
Section of Agenda:	Other Business	
Department:	Administration	
Council Committee Review	<u>/:</u>	Legal Review:
Community Development	☐ Public Safety	□ Yes - Reviewed
□ Finance	Public Works	No - Not Reviewed
□ Parks	□ Other: N/A	Review Not Required
Attachments:		
Outlook Calendar		
Summary Statement:		
See next page.		
Recommended Action:		
None		

December 21, 2020

Monday

7:00 PM - 9:00 PM

Council Meetings -- Annex Council Chamber

December 22, 2020	
Tuesday	
8:30 AM - 9:30 AM	Leadership Team Meeting Annex Council Chamber Meeting will be at Annex until further notice.
4:00 PM - 6:00 PM	Copy: HR Study/Training Annex East Training Room
December 23, 2020 Wednesday	
9:00 AM - 10:00 AM	Check-In Mark/Mike Mike's Office
December 24, 2020 Thursday	
All Day	Christmas Eve United States
December 25, 2020 Friday	
All Day	Christmas Day United States
December 28, 2020 Monday	
9:00 AM - 10:00 AM	Mike/Vern 1/1 Mike's Office
December 29, 2020 Tuesday	
8:30 AM - 9:30 AM	Leadership Team Meeting Annex Council Chamber LT in Annex until further notice.

December 29, 202		
Tuesday		
4:00 PM - 6:00 PM	Copy: HR Study/Training Annex East Training Room	
December 30, 202	0	
Wednesday		
All Day	Court Annex Council Chamber; Annex East Training Room; Annex South East Conference Roo North East Conference Room	om; Anne>
December 31, 202 Thursday	0	
All Day	New Year's Eve United States	
January 1, 2021 Friday		
All Day	New Year's Day United States	
January 4, 2021 Monday		
7:00 PM - 9:00 PM	City Council Meeting To Be Determined	

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