



CITY COUNCIL MEETING MINUTES

Vancouver City Hall - Council Chambers - 415 W.
6th Street

PO Box 1995 - Vancouver, Washington 98668-
1995

www.cityofvancouver.us

Anne McEnerny-Ogle, Mayor

Bart Hansen | Bill Turlay | Alishia Topper | Ty Stober | Linda Glover | Laurie Lebowsky

November 5, 2018

WORKSHOPS

Vancouver City Hall - 415 W 6th Street, Vancouver WA

All present

4:00-5:00 p.m. 2018 Comprehensive Plan, Zoning Map and Text Changes

Presenter: Bryan Snodgrass, Principal Planner, 487-7946

Summary

Staff provided Council with an overview of the proposed updates to the Comprehensive Plan and Zoning Code maps and text, as recommended by the Planning Commission under the annual review process.

5:00-6:00 p.m. Complete Streets Program Update

Presenters: Rebecca Kennedy, Long Range Planning Manager, 487-7896; Jennifer Campos, Principal Planner, 487-7728

Summary

Staff provided Council with an update on the City's Complete Streets Program, including the details and timing of two future Complete Streets projects.

6:00-6:30 p.m. Executive Session re: Labor Negotiation Strategy

Mayor McEnerny-Ogle announced that Council would enter into executive session from 6:00 to 6:30 p.m. for the purpose of discussing labor negotiation strategy. No action was taken.

COUNCIL DINNER/ADMINISTRATIVE UPDATES (6:30 PM)

Vancouver City Hall - Birch Conference Room

COUNCIL REGULAR MEETING

Pledge of Allegiance

Call to Order and Roll Call

The regular meeting of the Vancouver City Council was called to order at 7 p.m. by Mayor McEnerny-Ogle in the Council Chambers of City Hall, 415 W. 6th Street, Vancouver, Washington.

Present: Councilmembers Lebowsky, Glover, Stober, Topper, Turley, Hansen, Mayor McEnerny-Ogle

Absent: None

Approval of Minutes

Minutes - October 8, 2018

Motion by Councilmember Glover, seconded by Councilmember Turley, and carried unanimously to approve the meeting minutes of October 8, 2018.

Minutes - October 15, 2018

Motion by Councilmember Stober, seconded by Councilmember Lebowsky, and carried unanimously to approve the meeting minutes of October 15, 2018.

Minutes - October 22, 2018

Motion by Councilmember Topper, seconded by Councilmember Turley, and carried to approve the meeting minutes of October 22, 2018.

Proclamation: Veterans Day Parade

Mayor McEnerny-Ogle read and presented a proclamation to Mike Williams, Interim CEO of The Historic Trust, and Larry Smith, co-chair of the Community Military Appreciation Committee, proclaiming November 10, 2018, as the 32nd Annual Veterans Day Parade at Fort Vancouver.

Citizen Communication (Items 1-11)

Mayor McEnerny-Ogle opened the Citizen Forum and, receiving no testimony, closed Citizen Forum.

Consent Agenda (Items 1-11)

Mayor McEnerny-Ogle read the titles of the ordinances for Items 4-10 into the record.

Motion by Councilmember Hansen, seconded by Councilmember Lebowsky, and carried unanimously to approved Items 1-11 of the Consent Agenda.

1. Four Seasons Subdivision Final Plat

Staff Report 160-18

Summary

The applicant is requesting final plat approval, having complied with all requirements and completed all required infrastructure improvements to city standards.

Request: On November 5, 2018, approve the Four Seasons final plat.

Patti McEllrath, Senior Planner, 487-7893

Motion approved the request.

2. Project Award- Custom Fire Pumper Contract

Staff Report 161-18

Summary

The purchasing contract that the City has used for the last five years to purchase new fire pumpers has expired.

The City has four fire pumper units that will need to be replaced in the next four year period.

On August 29, 2018, the City received three responses to the Request for Proposal. After review of all proposals it was determined that Cascade Fire and Safety of Yakima representing KME (Kovatch Mobile Equipment) of Nesquehoning, PA best met the requirements as outlined in the Request for Proposal. Because this was a request for proposal, other factors beyond the price were factors in the selection.

SUMMARY OF BIDS	
BIDDER	AMOUNT
<i>Cascade Fire and Safety Equipment Yakima WA, representing KME (Kovatch Mobile Equipment Corp.) Nesquehoning, PA (4 each)</i>	<i>\$2,538,784.16</i>
<i>Hughes Fire Equipment Springfield ,OR</i>	<i>\$2,655,763.84</i>
<i>Rosenbauer South Dakota, LLC. Lyons, South Dakota</i>	<i>\$2,434,753.91</i>

Request: On November 5, 2018, award a contract for the purchase of four (4) custom fire pumper/engines to the most responsive bidder Cascade Fire Equipment, Yakima, WA, representing KME of Nesquehoning, PA, at their bid price of \$2,538,784.16, which includes Washington State sales tax, and authorize the City Manager or designee to execute the same.

*Dan Zenger, Equipment Services Superintendent, 487-8205;
Doug Koellermeier, Deputy Fire Chief, 487-7218*

Motion approved the request.

3. Navigation Center lease with Share

Staff Report 162-18

Summary

Share will be operating and staffing the day center within the Navigation Center at 2018 Grand Boulevard. The lease outlines Share's responsibilities as lease holder including allowed use of the facility, maintenance requirements, indemnity, and lease termination stipulations.

Request: Authorize the City Manager or designee to execute the lease agreement with Share for Day Center operation.

Peggy Sheehan, Community & Economic Development Programs Manager, 487-8652

Motion approved the request.

4. Street vacation of approximately 52,502 square feet of improved

street right-of-way associated with NE 72nd Avenue, located north of NE 33rd Street and south of SR-500

Staff Report 163-18

A RESOLUTION fixing Monday, December 3, 2018, as the date for a public hearing on a proposal to vacate a portion of public rights-of-way associated with NE 72nd Avenue, located north of NE 33rd Street and south of SR-500. The right-of-way is located within the Northwest Quarter of Section 20 and the Northeast Quarter of Section 19, Township 2 North, Range 2 East, Willamette Meridian and within the Henry Schuh and Levi Douthit Donation Land Claims.

AN ORDINANCE vacating a portion of public rights-of-way associated with NE 72nd Avenue, located north of NE 33rd Street and south of SR-500. The right-of-way is located within the Northwest Quarter of Section 20 and the Northeast Quarter of Section 19, Township 2 North, Range 2 East, Willamette Meridian and within the Henry Schuh and Levi Douthit Donation Land Claims, City of Vancouver, Clark County, Washington; providing for an effective date.

Summary

Staff has received a request from Hannah Mitsubishi Real Property LLC, Hannah VW Real Property LLC, and JJHW LLC (collectively, "Applicants") to vacate the entirety of NE 72nd Avenue located north of NE 33rd Street and south of SR-500. The right-of-way is specifically located within the Northwest Quarter of Section 20 and the Northeast Quarter of Section 19, Township 2 North, Range 2 East, Willamette Meridian and within the Henry Schuh and Levi Douthit Donation Land Claims (DLCs).

Six properties border the right-of-way that is proposed for vacation, including a section of SR- 500, which is owned by the Washington State Department of Transportation (WSDOT), and five commercial properties. City Staff contacted WSDOT and confirmed WSDOT has no interest in the public right-of-way remaining open for public travel and does not oppose the proposed vacation. The right-of-way currently provides public street and utility services to the five commercial parcels. Four of the five parcels are owned by the Applicants; the two parcels on the west side of the right-of-way are owned by JJHW LLC, the two parcels on the east side of the right-of-way are owned individually by Hannah Mitsubishi Real Property LLC and Hannah VW Real Property LLC. The fifth parcel, located at the north end of the right-of-way, is owned by Webb Real Estate LLC, which is governed by Alan Webb. Mr. Webb has provided a letter describing his concerns and objections regarding the proposed right-of-way vacation. In his letter, Mr. Webb indicates that his auto dealership uses NE 72nd Avenue for multiple purposes including inventory delivery, tool delivery, tow truck access, vehicle test drives, and general use by employees. Further, Mr. Webb states his opinion that loss of public access to his property from NE 72nd Avenue will cause many of these existing users to shift to Auto Mall Drive, creating unsafe traffic conditions on Auto Mall Drive. Mr. Webb

concludes his letter by stating that he opposes the closure of NE 72nd Avenue to the general public. This letter is included as Exhibit D.

Nevertheless City Staff believe vacation is in the public interest. Staff recommends that Council vacate the right-of-way, but condition the vacation on Applicants granting Webb Real Estate LLC a private access easement across the portions of vacated right-of-way that will constitute Applicants' properties.

Staff has contacted all utility owners with facilities potentially located within the subject area. The City of Vancouver has utilities within the area of the proposed vacation, including a domestic water main, sanitary sewer main, stormwater main, and associated appurtenances. In addition, Clark Public Utilities and NW Natural have electrical and natural gas lines running through a portion of the subject area. Therefore, the City will retain a perpetual public utility easement under and over the entire vacated area for the construction, repair and maintenance of all public utilities and services.

The existing street also serves as emergency fire lane access to the abutting properties. Therefore, the City will also retain a perpetual limited public access easement over and across that portion of the vacated area currently encumbered by a paved roadway surface; the easement will be 20' wide, bounded and defined by the existing curb-faces on each side of the roadway surface, as shown on Exhibit E. This limited public access easement will be made for the purpose of ensuring continued public services, access by emergency response vehicles, and for the preservation of fire lanes. The easement area will remain unobstructed.

Staff has reviewed the City's Transportation Systems Plan and determined that the ongoing needs for public emergency access and utilities maintenance access can be adequately provided by appropriate easements, as described above, and there is no future public need for this right-of-way to be used as a City street. Therefore, vacation of this right-of-way will have little or no adverse impact on the City's assets. Further, vacation of this right-of-way will relieve the City from ongoing surface maintenance responsibilities typical for commercial streets; including regular pavement maintenance, repair of concrete structures, care for street trees and landscaping, street sweeping, and other services.

The applicants have prepared legal descriptions for tracts that comprise the portion of right-of-way proposed to be vacated. See Exhibits A, B and F. This information was reviewed by the City Surveyor, who found the legal descriptions to accurately describe the proposed vacation area.

RCW 35.79.030 and VMC 11.05.120 provides for City compensation for the value of public right-of-way that is vacated. The applicants have provided an appraisal from a certified professional land appraiser which identified a

total property value of \$78,000 for the proposed vacation area. The applicants have agreed to pay the value of the total vacated area, regardless of their respective ownership interests in the underlying property.

As previously noted, the right-of-way has historically been used to provide public street and utility services to five commercial parcels, four of which belong to the Applicants. The City has maintained this portion of NE 72nd Avenue in a fashion similar to that of other commercial streets, performing regular maintenance to the pavement, street sweeping and other services. Also, the street has been part of a dedicated public right of way for 25 years or more, and the vacated area will be utilized by the applicant for expansion of their current uses. Based on these circumstances and the previous investment made by the City, staff recommends the imposition of compensation equal to 100% of the total appraised property value, or \$78,000. This sum shall be paid to the City prior to the right-of-way vacation becoming effective.

Request: On Monday, November 5, 2018, adopt a resolution of intent and approve ordinance on first reading to vacate the entirety of street right-of-way associated with NE 72nd Avenue located north of NE 33rd Street and south of SR-500, within the Northwest Quarter of Section 20 and the Northeast Quarter of Section 19, Township 2 North, Range 2 East, Willamette Meridian and within the Henry Schuh and Levi Douthit DLCs, setting the date of public hearing for Monday, December 3, 2018.

Eric Hahn, Senior Civil Engineer, 487-7702; Ryan Lopossa, Streets & Transportation Manager, 487-7706.

Motion approved the request, adopting Resolution M-3984.

5. Property Tax Affordable Housing Levy for 2019

Staff Report 164-18

AN ORDINANCE relating to the annual property tax levy; authorizing an increase of 0.0% in the City's Affordable Housing Fund levy from the amount levied the previous year; and providing for an effective date.

Summary

Proposition 1 was approved by the citizens of Vancouver in November 2016, and authorized a \$6,000,000 annual property tax levy for 7 years, beginning in 2017. Information provided by the Washington State Department of Revenue states that the dollar amount stated in the ballot title is limiting amount, and the highest lawful levy amount is \$6,000,000.

Staff recommends that City Council approve a 0.0% increase in the property tax levy for the Affordable Housing Levy. Based on last year's Affordable Housing Fund levy of \$6,000,000, the increase will be \$0.00. Authorization of this requires a simple majority vote of City Council.

Staff estimates that the City's Affordable Housing Fund property tax levy rate in 2019 will range between \$0.23 per \$1,000 of assessed value to \$0.27 per \$1,000 of assessed value, compared to the actual 2018 affordable housing fund property tax levy rate of \$0.286 per \$1,000. The decrease in the property tax levy rate is attributed to assessed values in the City increasing by approximately 12.7% compared to the prior year. Because of the limit on property tax increases, as discussed above, the property tax levy rate declines as assessed value increases. The statutory cap for the City's levy rate is \$3.325 per \$1,000 of assessed value.

Assessed Value 2018 \$287,100	Levy Rate 2018 \$0.2859919 (per \$1,000 assessed value; Affordable Housing Levy only)	2018 City Property Tax = \$82.11
Assessed Value 2019 \$323,562 (assumes assessed value increases 12.7%)	Estimated Levy Rate 2019 \$0.25377 (per \$1,000 assessed value; Affordable Housing Levy only)	2019 City Property Tax (hypothetical) = \$82.11
AV increases 12.7%	Levy Rate declines	Annual tax increase \$0.00 for this example taxpayer*

**If the assessed value of the resident's property as a percentage increased by less than 12.7%, the resident's annual taxes would be equal to or slightly less than the taxes paid to the city in 2018. If the assessed value of the resident's property increased by more than 12.7% from the previous year, the increase in the annual taxes would be slightly higher.*

Some citizens may qualify for tax relief, or qualify for a deferral program. To find out more information about this, residents should contact the Clark County Assessor's Office at 564-397-2391 or visit their website at <http://www.clark.wa.gov/assessor/taxrelief/index.html>.

Request: On November 5, 2018, approve the ordinance on first reading, setting the date of second reading and public hearing for November 19, 2018.

Carrie Lewellen, City Treasurer, 487-8482

Motion approved the request.

6. Property Tax Levy for 2019

Staff Report 165-18

AN ORDINANCE relating to the annual property tax levy; authorizing an increase of 1.0% in the City's regular levy from the amount levied the previous year; and providing for an effective date.

Summary

On November 6, 2001, Washington voters approved Initiative 747 (I-747), which limits the allowable increase in the property tax levy to 1.0%, or the rate of inflation, whichever is less. The intent of the Initiative was reaffirmed by the Legislature in November 2007. The measure of inflation used under this law is the Implicit Price Deflator (IPD). The IPD inflation rate for 2019 levy calculations is 2.169%.

Staff recommends that City Council approve a 1.0% increase in the property tax levy. Because the inflation rate is higher than the 1.0% limit, the 1.0% increase is the maximum increase allowed. Based on last year's General Fund levy of \$48,770,483.97, the increase will be \$487,704.84. Authorization of this increase requires a simple majority vote of City Council.

Staff estimates that the City's general fund property tax levy rate in 2019 will range between \$2.08 per \$1,000 of assessed value and \$2.12 per \$1,000 of assessed value, compared to the actual 2018 general fund property tax levy rate of \$2.325 per \$1,000. The decrease in the property tax levy rate is attributed to assessed values in the City increasing by approximately 12.7% compared to the prior year. Because of the limit on property tax increases, as discussed above, the property tax levy rate declines as assessed value increases. The statutory cap for the City's levy rate is \$3.325 per \$1,000 of assessed value.

Example calculation of City Property Tax:

<i>Assessed Value 2018 \$287,100</i>	<i>Levy Rate 2018 \$2.325 (per \$1,000 assessed value; General Fund Levy only)</i>	<i>2018 City Property Tax = \$667.51</i>
<i>Assessed Value 2019 \$323,562 (assumes assessed value increases 12.7%)</i>	<i>Estimated Levy Rate 2019 \$2.08 (per \$1,000 assessed value;</i>	<i>2018 City Property Tax (hypothetical) = \$673.01</i>

	General Fund Levy only)	
AV increases 12.7%	Levy Rate declines	Annual tax increase \$5.50 for this example taxpayer*

**If the assessed value of the resident's property as a percentage increased by less than 12.7%, the resident's annual taxes would be equal to or slightly less than the taxes paid to the city in 2018. If the assessed value of the resident's property increased by more than 12.7% from the previous year, the increase in the annual taxes would be slightly higher.*

Some citizens may qualify for tax relief, or qualify for a deferral program. To find out more information about this, residents should contact the Clark County Assessor's Office at 5640-397-2391 or visit their website at <http://www.clark.wa.gov/assessor/taxrelief/index.html>.

In addition to the base levy, the City collects new property tax revenue based on the value of new construction added to the assessment rolls during the prior year. The revenue to the City is calculated using the assessed value of new construction multiplied by the prior year's levy rate. The value of new construction is still being finalized by the County Assessor's Office and includes the value of utility new construction provided to the County Assessor by the State. The most recent estimate from the County Assessor's Office indicates more than \$309 million of new construction, which translates into \$718,000 of additional City property tax revenue, which is slightly more than the \$601,400 received for new construction values for 2018 taxes. The City's ordinance states the percentage and dollar amount increase in the City's base property tax levy as required by RCW 84.55.120. The County Assessor will determine the levy amount for new construction based on their final calculations.

Request: On November 5, 2018, approve the ordinance on first reading, setting the date of second reading and public hearing for November 19, 2018.

Carrie Lewellen, City Treasurer, 487-8482

Motion approved the request.

7. Ad Valorem Taxes for 2019

Staff Report 166-18

AN ORDINANCE fixing and levying the amount of ad valorem taxes necessary to balance estimated revenue with estimated expenditures for the 2019-2020 Budget for the City of Vancouver; providing for an effective date.

Summary

Pursuant to RCW 35.33.135, Council must approve an ordinance to fix and authorize the Clark County Assessor's Office to levy ad valorem taxes necessary to fund the City of Vancouver's 2019-2020 Biennial Budget.

An ad valorem tax (Latin for "according to value") is defined as a tax based on the value of real estate or personal property. An ad valorem tax is typically imposed at the time of a transaction(s) (a sales tax or value-added tax (VAT)), but it may be imposed on an annual basis (real or personal property tax) or in connection with another significant event (i.e. inheritance tax).

Staff currently estimates the 2019 real and personal property tax levy as \$56.7 million, which includes a preliminary estimate of \$719,000 in property tax revenue from new construction. The estimate of property tax from new construction will be updated based on the final new construction valuation provided by the Assessor's Office. The estimate of property tax revenue does not include the change in value of state-assessed utility property. Both of these amounts will not be final until December 2018.

City staff recommends that Council approve ad valorem taxes in the amount of \$56.7 million, which is needed to fund the City's 2019-2020 biennial budget. Of the total, \$50.7 million is for general fund purposes, and \$6 million is for the affordable housing fund. Approving ad valorem taxes of \$56.7 million allows the County Assessor's Office to levy real and personal property taxes to the full extent allowed under Washington State law. Staff anticipates that the final certified levy will be between \$56.1 million and \$56.7 million in 2019. If Council authorizes the ad valorem tax amount too low, the County Assessor's Office will only be allowed to levy up to the amount authorized by Council.

Staff recommends that City Council approve ad valorem taxes in the amount of \$56.7 million for the 2019 real and personal property tax levy within the city limits of Vancouver. This estimated revenue source is necessary to fund the 2019-2020 Biennial Budget for the City of Vancouver.

Request: On November 5, 2018, approve ordinance on first reading, setting the date of second reading and public hearing for November 19, 2018.

Carrie Lewellen, City Treasurer, 487-8482

Motion approved the request.

8. **Amendments to VMC Titles 16 and 17 to implement fire and life safety program fee increases**

Staff Report 167-18

AN ORDINANCE amending Vancouver Municipal Code (VMC) Sections 16.04.280 and 17.08.130 relating to the Vancouver Fire Department cost recovery amounts; increasing existing permit and fee schedules and providing for the implementation of a fee schedule for services; indexing applicable fees to the Seattle Consumer Price Index to account for inflation; and providing for savings and an effective date.

Summary

The proposed revision of VMC Titles 16 and 17 will re-align fees for increased costs associated with fire inspections, construction/operational permits, and fire plans review.

VMC Title 16 has been in effect for more than ten years; with this long-term experience Fire staff has identified the need to increase certain fees to account for higher program costs associated with fire and life safety inspections, fire protection system report reviews and operational fire code permits.

Request: On Monday, November 5, 2018, approve ordinance on first reading, setting date of second reading and public hearing for Monday, November 19, 2018.

Heidi Scarpelli, Vancouver Fire Marshal, 487-7202

Motion approved the request.

9. **Amendment to VMC 16.16.40, Hazardous Materials Regulatory Fee**

Staff Report 168-18

AN ORDINANCE amending Vancouver Municipal Code Section 16.40.070 relating to hazardous materials regulatory fees; increasing such fees and indexing such fees to the Seattle Consumer Price Index to account for inflation; and providing for an effective date.

Summary

VMC Title 16, Chapter 16.40 has been in effect for more than ten years with no increase in the hazardous materials regulatory fee since inception, while

CPI has increased more than 21% during this same time period. The proposed amendment of VMC Chapter 16.40 updates the regulatory fee for increased costs associated with hazardous materials emergency response plan inspections, evaluations and exercises, training of emergency response personnel, and acquisition, maintenance and operation of emergency response equipment.

Request: On Monday, November 5, 2018, approve ordinance on first reading, setting date of second reading and public hearing for Monday, November 19, 2018.

*Tom O'Connor, VFD Special Operations Division Chief,
487-7206*

Motion approved the request.

10. 2019-2020 City of Vancouver Biennial Operating and Capital Budget

Staff Report 169-18

AN ORDINANCE relating to and adopting the budget for the City of Vancouver for the 2019-2020 fiscal biennium; creating a new fund; providing for ratification and for an effective date.

Summary

The City of Vancouver 2019-2020 Biennial Budget has been prepared for approval. The Recommended Budget was published by the City Manager on October 1, 2018, and was presented to Council in workshops held on October 15 and 22.

The 2019-2020 Biennial Budget appropriates \$1.2 billion for both operating and capital expenses, a 3.7% increase over the current 2017-18 budget. A total of \$954.8 million is appropriated for all City operating funds and \$245.4 million for capital funds and related funding. There are 79.5 full time equivalent (FTE) positions added bringing the total to 1,180.4 FTEs by the end of 2020, a 6% increase over the 2018 current budget.

The 2019-2020 Budget is balanced by ongoing revenues and available cash resources. The Budget relies on new revenues generated by a 1% property tax increase and from a previously adopted utility tax rate increase of approximately 4% in Water, Sewer and Drainage and 3% in Solid Waste in each year of the biennium.

A total of \$458.7 million is appropriated in the General, Street, and Fire operating funds, and an additional \$496.1 million is appropriated in all other

operating funds. All appropriations are consistent with the budget framework reviewed and affirmed with Council at the beginning of the year as well as with relevant workshops over the course of the year regarding capital investments and certain operating programs.

A prolonged period of relative fiscal stability has allowed the City to reassess the community's greatest needs and respond by continuing to improve service levels in key areas during the 2019-2020 biennium, including: police, fire inspections, parks greening and maintenance, construction and utilities and administrative services. The City continues to make progress in funding deferred maintenance and asset replacement on a pay-as-you-go basis.

Following are highlights of the additional programs added or expanded in the 2019-2020 Budget in the General, Street and Fire funds:

- A total of 17.0 new FTEs were added to the Police Department, including Police Officers, Police Service Technicians, and police support positions to address specific staffing and administrative requirements. These new positions represent the last phase of the increase in traffic, investigative and community engagement police services funded by dedicated revenue increases over the 2017-2020 time period.*
- A cross-department team, including a 1.0 FTE Coordinator in the City Manager's Office, 0.5 FTE in Legal, 1.0 FTE in Code Enforcement and one additional 1.0 FTE Police Officer position, along with mental health and substance addiction case management services, will provide a more focused and coordinated response addressing issues related to homelessness in the City. The Budget also includes funding for maintenance of the homeless day center and other resources to continue addressing issues related to homelessness.*
- Budget to complete the Heights District plan as well as demolish the former Tower Mall structure, which will create a blueprint and begin preparation of the site for reinvigorating central Vancouver and capitalizing on the planned Mill Plain Corridor Bus Rapid Transit investments.*
- A total of 13.0 new FTE positions to staff the new Fire Station 11 that is anticipated to be completed by the end of the biennium. The new positions as well as the construction of Fire Station 11 are funded largely by Fire District 5.*
- The Budget re-establishes an Arts and Cultural program by creating a dedicated 1.0 FTE to act as a dedicated resource for a new Vancouver Cultural Commission, help with creation and administration of an art grants program, and coordinate public art maintenance. The Budget also appropriates seed dollars to partner with the Vancouver school District in building the Art and Innovation Campus as well as a possible community arts center.*

- *A total of 2.0 new FTE positions in parks maintenance were added in 2020 to continue the effort of keeping turf in city parks green and maintained.*
- *The Pavement Management program added 2.0 new FTE positions to match a planned increase in size and scope of the Pavement Management program. The project increase as well as the new positions are fully funded by the dedicated Street Funding Initiative revenues.*
- *The SUV pilot project in the Fire Fund has proven to be a cost effective method of augmenting high priority medical call response, and the Budget converts these limited-term staff to regular positions. The Budget also adds 5.0 new FTEs in the Fire Marshal's Office to continue working through the fire inspection backlog with the goal of achieving a regular two-year re-inspection cycle of city's businesses. The program is almost fully self-sufficient.*

Major budget changes in other City Funds include:

- *A total net new 7.5 FTE positions is added in the Internal Administrative Services fund to support the increased demand for services driven by the City's expanding capital and operating programs. Of these new positions, 2.0 of the FTEs will implement the expanded citywide GIS program, 1.0 FTE and a 1.0 FTE will be dedicated to improving the City's records program. Staffing was also added in Information Technology, Human Resources and procurement.*
- *One FTE position was added to the Building fund to address the increased complexity of development projects. The construction activity is scheduled to significantly increase over the next few years due to a number of multi-story buildings and new school buildings that are currently in permitting.*
- *17.5 new FTE positions were added in Public Works to support the increasing demand from the Utilities capital program and service level demands.*
- *Grounds and facilities maintenance function is being moved to a new internal services fund and Civil Legal is being moved to the Support Services Fund.*
- *The Budget maintains market relevance for compensation to ensure that the City maintains the competitiveness needed to retain and recruit its workforce, and affirms the 2017-2018 staffing levels as a baseline in other service areas.*

2019-2020 Capital Budget

Of the City's nearly \$1.5 billion in assets, approximately 80% are capital (building, streets, land, utility lines, etc.). Stewardship of these capital assets is critical to efficient, effective, and sustainable service delivery.

While the true cost to manage these assets through their lifetime is daunting, the City has been making meaningful, strategic investments in our assets without adding new debt. The same trend is evident in the 2019-2020 Biennial Budget.

Attachment C to the Budget Ordinance includes a list of all projects included in the City of Vancouver's 2019-2020 \$245.4 million capital program, of which \$98.6 million is related to funding transfers. Below are some highlights:

- *Utilities projects totaling \$89.3 million, include:*
 - *Water fund projects totaling \$42.7 million for the Water Works Park reservoir and seismic upgrade of \$19.0 million, continuing Operations Center design of \$6.2 million, Water Stations improvements, and other smaller projects.*
 - *Sewer utility appropriation totaling \$41.9 million includes an \$8.4 million two-year Sewer Connection Incentive Program (SCIP) to expand sewer service to 600 new homes, \$9.4 million for process controls electronics upgrades, \$3.5 million for a westside electrical upgrade design, and a variety of other collection and treatment projects.*
 - *A \$4.7 million two-year program in Drainage to keep up with the NPDES regulations.*
- *New Fire Station 11 construction primarily funded by Fire District 5 expected to be completed in 2020-2022.*
- *General Capital asset management program of \$10.3 including roof replacements, major maintenance, pervious surface upgrading, sealing, painting, and HVAC repairs at various city facilities.*
- *The Budget allocates \$21.4 million for transportation funding, including the following projects:*
 - *Mill Plain Blvd from 104th St to NE Chkalov Dr.;*
 - *137th Ave corridor between 49th St and Fourth Plain;*
 - *18th St from NE Four Seasons Lane to NE 136th Ave;*
 - *LED street light retrofit of 13,000 City lights;*
 - *\$4.0 million in projects funded by the Street Funding Initiative capital program.*
- *A \$1.8 million Pearson Airfield phase one of the mostly federally-funded runway replacement project.*
- *Parks and Trails capital program totaling \$8.7 million including major renovations and expansions at the North Image Park, Dubois Park, First Place Park, Clear Meadows Park, Summers Walk Park, and new land acquisitions using the City's PIF resources.*

Proposal: *To approve the 2019-2020 Biennial Operating and Capital Budget Ordinance.*

Request: On Monday, November 5, 2018, approve ordinance on first

reading, setting date of second reading and public hearing for Monday, November 19, 2018.

Natasha Ramras, Chief Financial Officer, 487-8484

Motion approved the request.

11. Approval of Claim Vouchers

Request: Approve claim vouchers for November 5, 2018.

(Copy available upon request)

Motion approved claim vouchers for November 5, 2018, in the amount of \$9,180,492.30.

Public Hearings (Items 12-14)

12. Arnada Park Right-of-Way Vacation

Staff Report 149-18

AN ORDINANCE vacating a portion of public rights-of-way associated with E 24th Street and H Street located within the current boundaries of Arnada Park. The right-of-way is located within the Southeast Quarter of Section 22, Township 2 North, Range 1 East, Willamette Meridian, City of Vancouver, Clark County, Washington; providing for an effective date.

Summary

City of Vancouver staff is requesting approval to vacate the right-of-way associated with the north half of E. 24th Street and east half of H Street, all which is located within the current boundaries of Arnada Park. The right-of-way is located within the Southeast Quarter of Section 22, Township 2 North, Range 1 East, Willamette Meridian.

Historically, the subject rights-of-way were part of the overall City of Vancouver downtown street grid. When Interstate 5 was constructed in the 1960s, some of the nearby properties and rights-of-way were acquired by WSDOT to accommodate the construction of the Fourth Plain Blvd interchange. After construction of the interstate was completed, Arnada Park was constructed by the City on a collection of remnant properties and unused rights-of-way; there is no record of the City having constructed any public street improvements within the subject right-of-way area. The City of Vancouver now wishes to vacate the rights-of-way to create a clear

designation of property ownership to correspond to the property use as a public park.

The rights-of-way to be vacated do not provide public street access to any adjacent private properties. Staff has reviewed the City's Transportation Systems Plan and determined there is no future need for these rights-of-way. Therefore, vacation of these rights-of-way will have no adverse impact on the City's transportation assets.

Staff has contacted all utility owners with facilities potentially located within the subject area. The City of Vancouver has utilities within the area of the proposed vacation, including a domestic water main, a storm water main, and associated appurtenances. The private utility owners have indicated there are no private utilities within the subject area. The City will retain a public utility easement under and over the entire vacated area for the construction, repair and maintenance of all public utilities and services. Pursuant to VMC 11.05.130, the property associated with a vacated street shall belong to the abutting property owners, one-half to each. The half-widths of right-of-way being vacated abut property currently owned by the City of Vancouver.

RCW 35.79.030 provides for, but does not require, the City to collect compensation for the value of public right-of-way that is vacated. As previously noted, prior to construction of I-5 the subject rights-of-way were part of the overall City of Vancouver downtown street grid. The rights-of-way were then converted to a public park after the completion of the interstate. The City has not constructed any street improvements within the proposed right-of-way. Based on these circumstances, staff recommends that no compensation be required for the vacated right-of-way.

Request: On November 5, 2018, subject to second reading and public hearing, approve ordinance to vacate portions of street rights-of-way associated with E 24th Street and H Street situated within the current boundaries of Arnada Park, located within the Southeast Quarter of Section 22, Township 2 North, Range 1 East, Willamette Meridian.

Eric Hahn, Senior Civil Engineer, 487-7702; Ryan Lopossa, Streets & Transportation Manager, 487-7706.

Mayor McEnerny-Ogle read the title of the ordinance into the record.

Mayor McEnerny-Ogle opened the public hearing and, receiving no testimony, closed the public hearing.

Motion by Councilmember Hansen, seconded by Councilmember Topper, and carried unanimously to approved Ordinance M-4241.

13. **Proposed amendments to to the City's Shoreline Master (SMP) Chapters 4, 6, and 8**

Staff Report 158-18

AN ORDINANCE relating to the City of Vancouver's implementation of shoreline management as required by Revised Code of Washington ("RCW") Chapter 90.58, the Shoreline Management Act; amending the City of Vancouver Shoreline Master Program (SMP) Chapter 4, Shoreline Designations Section 4.3.1.4; Chapter 6, Specific Shoreline Use Regulations Table 6-1; Section 6.3.3.4, Joint Use and Community Moorage Facilities; Section 6.3.4, Commercial Uses; Section 6.3.11, Residential Development; and Chapter 8, Definitions; subject to approval by the Washington State Department of Ecology (Ecology); providing for severability; and providing for an effective date.

Summary

Overwater Structures and Buildings

A key element of the City of Vancouver's City Center Vision (VCCV) Plan is the redevelopment of the Columbia West Renaissance District which includes the Port of Vancouver's Terminal 1 site. In order to complete the planned redevelopment of Terminal 1, the pier and subsequent building would have to be replaced due to the age and deterioration of the supporting piles affecting the long-term structural sufficiency of the pier. The pier and building are also in the identified right-of-way needed for an I-5 replacement bridge which would mean the structures would need to be removed to accommodate a new bridge.

While replacement of the pier would likely qualify as normal repair per WAC 173-27-040(2)(b), the building on this site would need to be relocated. This building is a non-conforming building, and the relocation of this building would constitute a new overwater structure for water-enjoyment use. Current SMP language prohibits both the relocation of a non-conforming use and building a new overwater structure for water-enjoyment use in the Aquatic shoreline designation.

Joint-use Docks

Some requirements related to joint-use docks are vague or are not compatible with other provisions of the SMP. As currently written, the definition of Dock, Joint-Use does not specifically state if the parcels with access to the joint use dock have to be contiguous to each other nor does it indicate the parcels must be residential, or if the lots are capable of being developed in compliance with zoning ordinance or SMP. This ambiguity has generated inquiries whether a joint-use dock would be allowed if the lots were separated, were in different zones, or were not on developable lots.

On-water Residences

Effective September 7, 2017, certain definitions were amended in WAC 173-26-020 relating to on-water residences/floating homes. The revisions added definitions of floating homes and floating on-water residences (PERMANENT RULES; Washington State Code Reviser's Office filing number 17-17-016; Order 15-06—Filed August 7, 2017, 2:58 p.m., effective September 7, 2017). The revisions are intended to clarify that certain floating structures are considered floating on-water residences and not vessels.

Live-aboard Boats

The Washington State Shoreline Management Act (SMA) and the Vancouver SMP do not allow on-water residences, but do allow live-aboard boats within marinas (up to 20% of the marina's slips if utilities and restroom facilities are provided). The intent of the state law and the City's SMP is to allow a limited number of live-aboard boats within marina areas and prohibit floating homes. The intent is to allow recreational boats within marinas to be used as live-aboard vessels while not allowing large, unseaworthy vessels.

Request: On Monday, November 5, 2018, subject to second reading and public hearing, approve the ordinance with recommended amendments to the Shoreline Master Program on first reading.

Jennifer Campos, Principal Planner, 487-7728

Mayor McEnerny-Ogle read the title of the ordinance into the record.

Mayor McEnerny-Ogle opened the public hearing and, receiving no testimony, closed the public hearing.

Motion by Councilmember Hansen, seconded by Councilmember Topper, and carried to approved Ordinance M-4242.

14. **Continuation of a temporary moratorium on the acceptance and processing of applications for permits for the development of new structures; the expansion of existing structures; or subdivisions in the Tower Mall area**

Staff Report 159-18

AN ORDINANCE declaring an emergency and continuing a temporary moratorium for the duration of six months upon the acceptance and processing of applications for permits for the development of new structures; the expansion of existing structures; or subdivisions in the Tower Mall area as defined herein; establishing six months as the tentative effective period of this ordinance; and establishing an immediate effective date.

Summary

The Heights District Subarea is identified as a future urban center in the City of Vancouver Comprehensive Plan. In order to establish a vision for the area and guide its future growth and development, the City of Vancouver is undertaking a subarea planning process for the Heights District. In June 2017, the Vancouver City Council approved the purchase of an 11.83-acre parcel known as the Tower Mall site. Following the purchase of the property, Council adopted a six-month development moratorium for the site and adjacent properties in the Tower Mall area, and has twice adopted ordinances continuing the temporary moratorium, in November 2017 and May 2018. This temporary moratorium prohibits the acceptance and processing of applications for permits for the development of new structures, the expansion of existing structures, or subdivisions in the Tower Mall area.

After purchase of the Tower Mall site in May 2017, the City initiated a subarea planning process for the 205-acre Heights District. Over the last 15 months, City staff and a consultant team have conducted extensive public outreach on the future of the Heights District, including one-on-one meetings, focus groups, group presentations, large public open houses, and online surveys. Staff has heard from a variety of stakeholders, including neighborhood associations, property owners, residents, Vancouver Public Schools, C-TRAN, the faith community, social service providers, non-profit organizations, and a 20-member Community Advisory Committee that meets monthly and helps guide project decision-making.

In addition to public outreach, the project team has completed a detailed technical analysis of existing land use, transportation, and environmental conditions, as well as a feasibility study to determine what future uses and development typologies the market will support. Information gathered through the public outreach process, technical analysis, and market study informed the development of conceptual redevelopment alternatives for the Tower Mall Area, which are currently available for public comment.

Continuation of the moratorium allows staff time to complete the subarea planning process for the area that is currently underway and is anticipated to be completed in Fall of 2019. A continuation of the temporary moratorium is necessary to ensure that future development aligns with the vision articulated in the forthcoming plan.

Request: On Monday, November 5, 2018, subject to second hearing and public hearing, approve ordinance.

Rebecca Kennedy, Long Range Planning Manager, 487-7896

Mayor McEnemy-Ogle read the title of the ordinance into the record.

Mayor McEnerny-Ogle opened the public hearing and received the following testimony:

- Chelsea Chunn, Vancouver, stated she and her husband are the owners of mobile food vendor Chunney Pop, and expressed concerns about ensuring mobile food vendors and other small businesses are incorporated into the subarea planning are for The Heights. She expressed frustration with difficulties they have experienced in trying to get permits to locate their mobile food cart in The Waterfront development.
- Cory Chunn, Vancouver, urged the City to not forget about mobile food vending as the city continues to grow.

Receiving no further testimony, Mayor McEnerny-Ogle closed the public hearing.

Motion by Councilmember Stober, seconded by Councilmember Topper, and carried unanimously to approved Ordinance M-4243.

Communications

A. From the Council

B. From the Mayor

C. From the City Manager

a. Vancouver Navigation Center Update

b. 2019 State Legislative Agenda / Clark County Transportation Alliance

Adjournment

7:40 p.m.

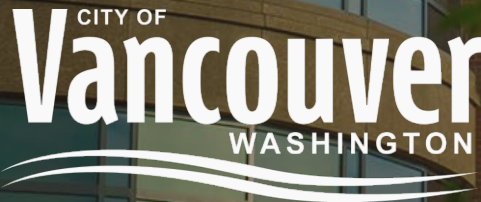
Anne McEnerny-Ogle, Mayor

Attest:

Natasha Ramras, City Clerk
By: Carrie Lewellen, Deputy City Clerk

Meetings of the Vancouver City Council are electronically recorded on audio and videotapes. The audio tapes are kept on file in the office of the City Clerk for a period of six years.

Housing Options and Affordability



November 19, 2018

Vancouver City Council Workshop

Peggy Sheehan, Community Development Program
Manager

Danell Norby, Community Development Coordinator

Making progress on income-based housing



Meriwether Place



Isabella Court



CSNW Rehabilitation

Making progress on income-based housing



Presentation overview

Purpose: Provide Council with current information on housing issues and City's efforts to promote housing options and income-based housing

- Background and current housing market conditions
- Update on housing tools/programs
- Next steps and discussion

Vancouver's housing market in 2015

Courtyard Village tenants told to leave by year-end

Some fear residents may be left homeless

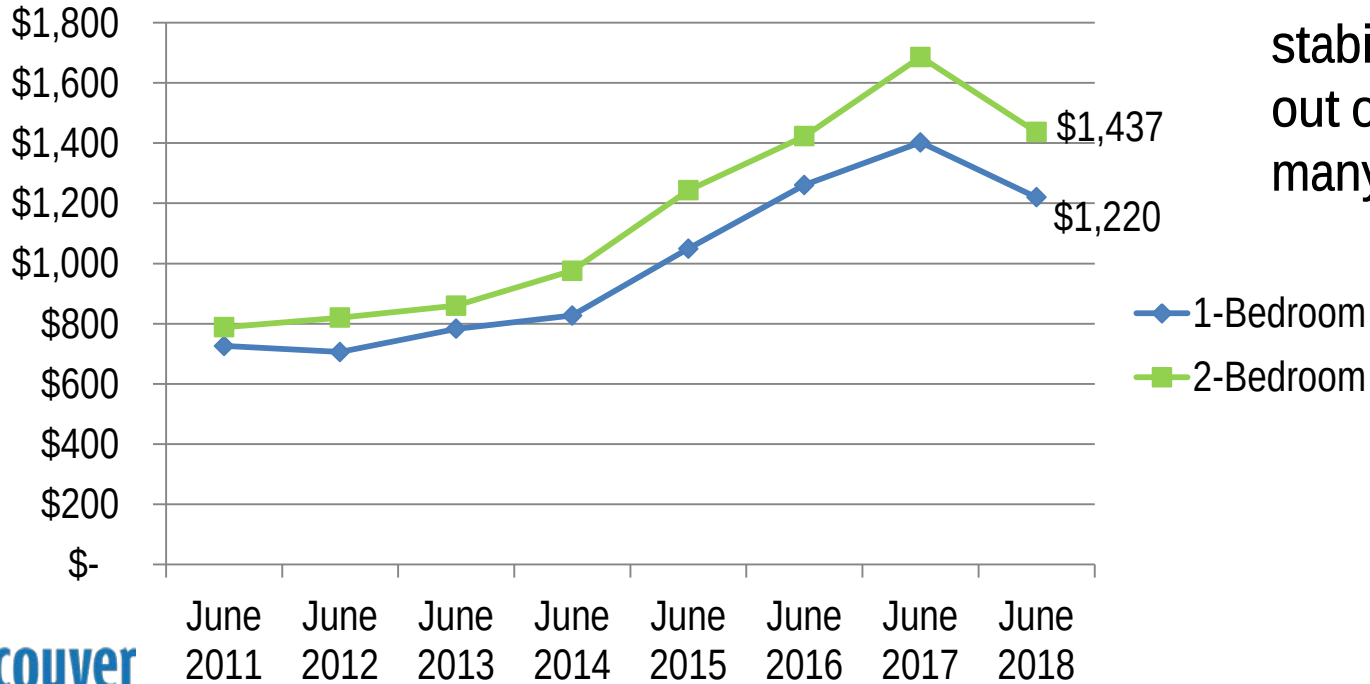
- Vacancy rate below 2% (3.5% in Clark County)
- Fastest growing rental costs in the nation (15.6% from 2014-2015)
- Mass tenant displacement events

Current market – Vacancy rate

County	Multifamily Vacancy Rate
Clark	5.0%
Washington	5.3%
Clackamas	5.4%
Multnomah	6.4%

- Vacancy rate up, but still lowest in Portland metro area
- Nonprofit agencies report that it is somewhat easier for clients to find units compared to 1-2 years ago

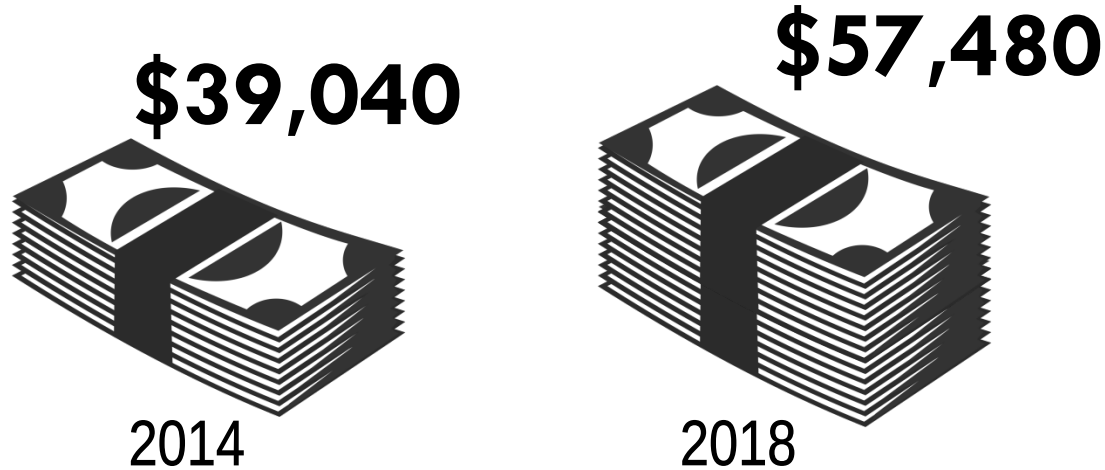
Current market – Median rent



Vancouver rents
stabilizing, but
out of reach for
many

Current market – Rent and income

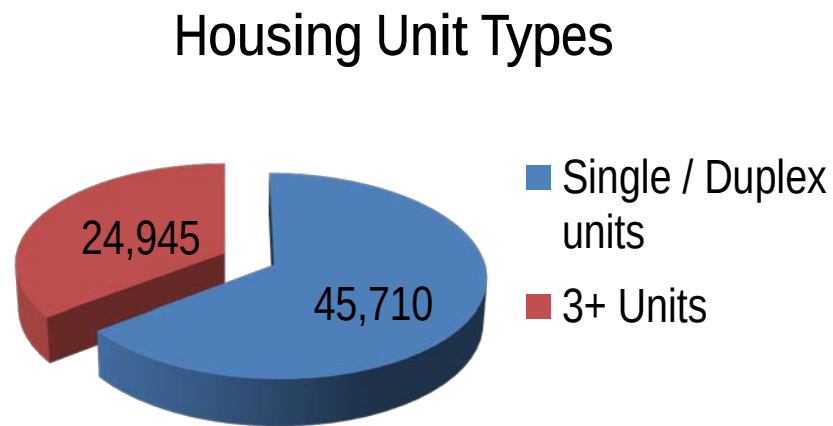
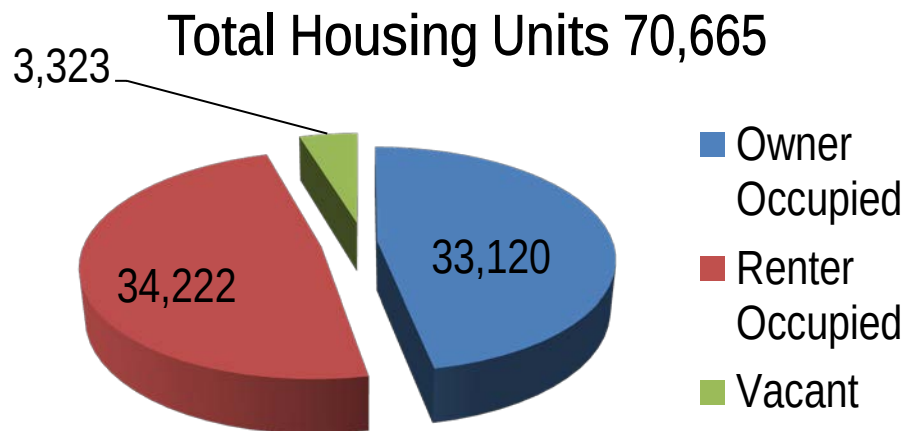
Annual household income needed to afford median 2- bedroom



Current Area Median Income:

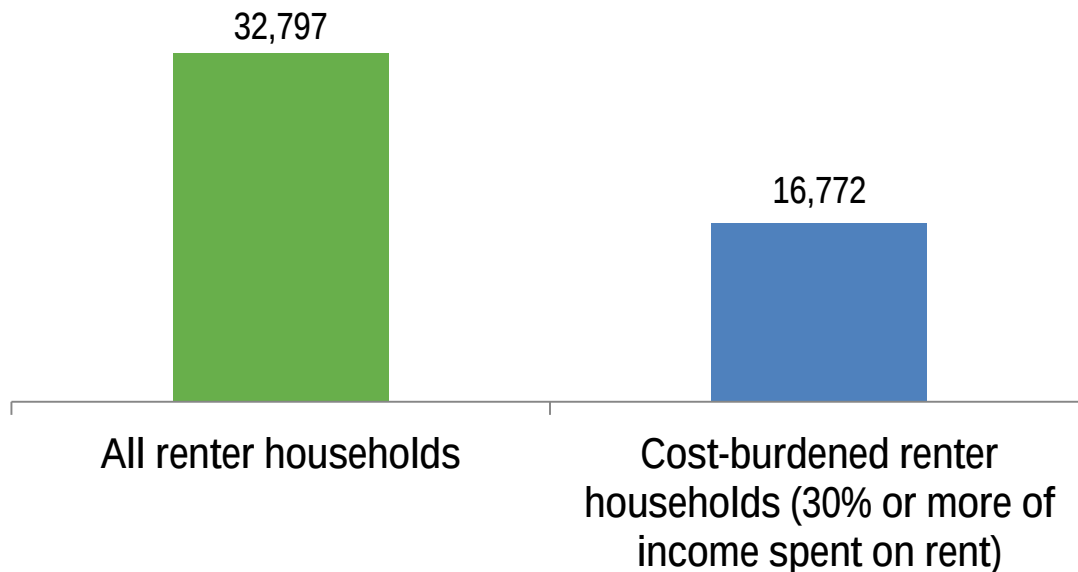
- \$65,200 for household of 2 (HUD metropolitan area)
- \$52,004 (Vancouver)

Current market – Housing units



Current market – Housing cost burden

More than half of Vancouver's renter households are cost-burdened



Current market – Units in pipeline

Pre-application conference: 983 units

Preliminary land use review: 983 units

Final land use review: 237 units

Currently in building permit review: 390 units

Under construction: 1,651 units

TOTAL: 4,244 units, including approximately 553 units of income-based housing

Housing tools, programs and initiatives at the City

- Cost reduction incentives
- Funding
- Zoning code changes
- Advocacy

Housing tools, programs and initiatives at the City

- Cost reduction incentives
- Funding
- Zoning code changes
- Advocacy

Multifamily Tax Exemption program

Impact fee waivers

Administrative policy on zoning changes

Multifamily Tax Exemption – Program updates

- Expanded Fourth Plain target area to align with the Vine
- Increased affordability requirements
- Clarified development agreement requirements for market rate option

Exemption options effective January 2017

- 8-year at market rate with development agreement
- 8-year with 20% of units afford. at 100% AMI
- 10-year with 20% of units afford. at 80% AMI
- 12-year with 20% of units afford. at 60% AMI

Multifamily Tax Exemption – Projects

Program Guidelines	Projects	Total Units	Income-Based Units
Pre-2010 10 years; no affordability requirement	3	271	0
2010 to 2016 8 or 12 years; with affordability requirement	18	1,606	492
2017 to present 8, 10 or 12 years; stronger affordability standards	4*	400	6
TOTAL	26	2,277	498



Multifamily Tax Exemption – Upcoming work

Review of additional target areas in conjunction with long range planning efforts; focus on transit corridors (East Mill Plain)



Impact fee waivers

Policy amended to allow:

- 80% waiver of park and traffic impact fees for projects affordable to households earning up to 80% AMI
- Remaining 20% may be waived with backfill by other City funds



Impact fee waivers supported two projects:
Meriwether Place (above) and Sea Mar

Policy on Comp Plan/zoning changes

- CED department may serve as proponent for Comp Plan and zoning changes for income-based housing
- Eligible projects have 40% of units affordable to households at/below 60% AMI
- Allows project to avoid fee for Comp Plan/zoning changes (approx. \$11,000)



Zone change policy supported K West (above; currently under construction) and proposed Veteran's Village project

Housing tools, programs and initiatives at the City

- Cost reduction incentives
- **Funding**
- Zoning code changes
- Advocacy

HOME and CDBG programs

Affordable Housing Fund

HOME and CDBG programs

Approximately \$1.25 million awarded for 2018 program year to support:

Tenant-based
rental assistance:
94 households

Rental housing
construction:
49 units

First-time
homeownership:
4 families

Homeowner
rehab:
10 homes

Affordable Housing Fund – Housing Construction/Rehab

- Awarded \$4.1 million to support 7 projects (263 units)
- Completion of first two projects – Meriwether Place (30 units) and Community Services Northwest Property Rehab (7 units)
- Under construction: Isabella Court II, Caples Terrace, McKibbin Commons



Meriwether Place



Isabella Court II

Affordable Housing Fund – Housing Construction/Rehab

- Award process underway for funds collected in 2018/2019
- \$6.04 million available for acquisition, construction and rehab projects
- Anticipated council review of funding recommendations by January 2019
- Additional \$2 million available in 2019 on rolling application basis for tax credit projects, system development charges, and impact fees

Affordable Housing Fund – Housing Assistance and Services

- Awarded \$1.46 million for housing assistance and services to prevent homelessness
- Anticipate serving 273 households over 12 months



AHF helped Clark College student Pati move from couch surfing to stable housing



Image source: The Columbian

Affordable Housing Fund – Shelters

- Awarded \$628,237 to preserve Share House, Safe Choice, and Valley Homestead shelters
- Projects include renovations to address health, safety and livability issues and addition of 3 rooms/12 beds at Valley Homestead
- Total beds preserved: 126



Valley Homestead Shelter

City-supported housing projects with income-based units

Projects Completed last 24 months or currently under construction	Total Units	Income- Based Units*	Cost Reduction Incentives			Funding	
			Multifamily Tax Exemption	Impact Fee Waiver	Policy on Zoning Changes	HOME Funds	Affordable Housing Funds
13 West	92	92	X				
2000 & 2004 Broadway	30	6	X				
Broadway and 19 th	36	7	X				
CSNW Rehabilitation	7	7					X
Isabella Court	49	49				X	
Meadows	30	30				X	
Meriwether Place	30	30		X			X



City-supported housing projects with income-based units (cont'd)

Projects Completed last 24 months or currently under construction	Total Units	Income- Based Units*	Cost Reduction Incentives			Funding	
			Multifamily Tax Exemption	Impact Fee Waiver	Policy on Zoning Changes	HOME Funds	Affordable Housing Funds
Caples Terrace	28	28					X
Isabella Court II	49	49				X	X
K West	192	192	X		X		
McKibbins Commons	4	4					X
Sea Mar	70	70		X			
TOTAL	617	564	4	2	1	3	5



*Level of affordability varies based on program and funding sources

Housing tools, programs and initiatives at the City

- Cost reduction incentives
- Funding
- Zoning code changes
- Advocacy

Accessory dwelling unit (ADU) code update

Single- and multi-family zoning changes

Commercial corridor updates

Accessory dwelling unit (ADU) code update

- Removed owner occupancy requirements
- Removed parking requirement
- Provided greater flexibility for unit size

	Permitted ADUs
Pre-code change 2000 – August 2017	85
Since code change September 2017 – present	41



Potential single- and multi-family zoning changes

Potential for:

- New multi-family zone district
- New single-family zone district
- Added flexibility in single family zones

Prior Council presentations 2018

Policy development, Council workshops, and community outreach in 2019



Potential commercial corridor updates

- Income-based housing allowed by right on ground floor in commercial zones
- Incentive-focused inclusionary housing strategy along commercial corridors with frequent transit, which may include:
 - Additional multifamily zoning
 - Density bonuses for income-based housing
 - Reduced parking requirements to offset cost of building additional units



Housing tools, programs and initiatives at the City

- Cost reduction incentives
- Funding
- Zoning code changes
- **Advocacy**

State legislative priorities

Low Income Housing Tax Credit policies

City's 2019 state legislative priorities – Housing items

- Create new local options providing construction sales tax reimbursement for new multi-family housing
- Expand authority to use Real Estate Excise Tax (REET) for income-based housing
- Expand and refine Multifamily Tax Exemption program
- Strengthen city decision making authority regarding use of county-controlled resources to address housing and homelessness

Low Income Housing Tax Credit policies

Discussion with Washington State Housing Finance Commission and local housing providers regarding funding priorities for tax credit projects



Low Income Housing Tax Credits were the largest financing source for The Meadows project, which also received City HOME funds

Next steps and upcoming discussions

Zoning updates

- Potential new single- and multi-family zoning districts, added flexibility in single-family zones, commercial corridor housing strategy: outreach and policy development in 2019

Council funding decisions

- AHF construction, acquisition and rehab projects: January 2019
- AHF shelter dollars used at Grand Boulevard: January 2019
- AHF housing assistance and services: early spring 2019
- CDBG and HOME projects: May 2019

Questions and Discussion

Peggy Sheehan, Community Development Program Manager

peggy.sheehan@cityofvancouver.us

(360) 487-7952

www.cityofvancouver.us/affordablehousing





Staff Report 170-18

TO: Mayor and City Council

FROM: Eric Holmes, City Manager

DATE: 11/19/2018

SUBJECT Extension of Interlocal Agreement with Clark County for Therapeutic Recovery Court Services

Key Points

- Clark County collects a 1/10th of 1% sales tax that is dedicated to support substance abuse treatment. Part of that funding is used by the city and county to provide public defender services for clients assigned to Clark County's Therapeutic Recovery Courts.
- Through an interlocal agreement, in 2008 the city and county agreed to combine their therapeutic court funds to provide one (1) full-time attorney for Recovery Court.
- The current term of the interlocal expires December 31, 2018, but allows for three additional two-year terms. Council is being asked to approve a two-year extension of the interlocal from January 1, 2019-December 31, 2020.

Strategic Plan Alignment

Goal 3, Objective 3.2: Improve services available to underserved or vulnerable residents.

Present Situation

Clark County, as part of its criminal justice system, has District Court Recovery Courts, including Substance Abuse Court and Veteran's Therapeutic Court, designed to assist indigent misdemeanor clients who have substance abuse issues. In 2007, Clark County increased its sales tax by 1/10th of 1% with the proceeds dedicated to support substance abuse treatment. Part of this tax increase was used to expand the Recovery Court program. To support that expansion, both the County and City received additional funds from the sales tax increase in order to help offset additional costs associated with staffing Recovery Courts.

In 2008, the City and County determined that combining their Recovery Court funds provided sufficient funding to hire one full-time attorney to service both City and County clients. The County, which handles both felony and misdemeanor cases and consequently has a much more extensive indigent defense program, agreed to bid out and manage a combined contract for

Recovery Court services. The initial interlocal agreement was from 2009-2016. In 2017, the City and County councils approved a new interlocal, continuing this combined effort. The current term of the interlocal expires December 31, 2018, but can be extended for three additional two-year terms. Council is being asked to approve a two-year extension of the interlocal from January 1, 2019-December 31, 2020.

Advantage(s)

1. A combined contract provides sufficient funds to hire a full-time attorney to provide legal services to both city and county clients.
2. Reduces city staff time spent administering the contract.

Disadvantage(s)

City has less oversight of the attorney/firm providing services to the city's clients who are assigned to the District Court Recovery Court.

Budget Impact

None. Funds for this service are provided through a 1/10th of 1% sales tax collected by Clark County.

Prior Council Review

Approval of Interlocal Agreement - December 12, 2016

Action Requested

Authorize the City Manager or his designee to sign an amendment to the existing Recovery Courts interlocal with Clark County extending the agreement until December 31, 2020.

Jeanette (Jan) Bader, Program & Policy Development Manager, 487-8606

ATTACHMENTS:

- ▣ Extension Agreement
- ▣ Therapeutic Court Interlocal Agreement

**DISTRICT COURT SUBSTANCE ABUSE COURT AND VETERANS
THERAPEUTIC COURT PUBLIC DEFENSE SERVICES
INTERLOCAL AGREEMENT
FIRST EXTENSION**

This extension is made and entered into by and between the City of Vancouver (“City”), a municipal corporation under the laws of the State of Washington, and Clark County (“County”), a county of the State of Washington.

WHEREAS, the County and City have a constitutionally mandated responsibility to provide public defense services to eligible persons entitled to representation in Clark County and the city of Vancouver as authorized by law; and

WHEREAS, Clark County as part of its criminal justice system has District Court Therapeutic Courts designed to assist indigent misdemeanor clients who have substance abuse issues; and

WHEREAS, on April 1, 2007, Clark County began collecting a 1/10 of 1% sales tax specifically designated to support county-wide substance abuse treatment to fund the City and County indigent defense services associated with the District Court Recovery Courts; and

WHEREAS, in the interest of efficiency and providing the best customer service the City and County adopted an interlocal agreement, effective January 5, 2009, to combine their indigent defense contracts related to the District Court Recovery Courts, and

WHEREAS, the City and County agree that the combined Recovery Court contracts have provided efficient customer service from 2009-2018; and

WHEREAS, the current Recovery Court Interlocal, approved on January 4, 2017, provides for three (3) additional two- (2) year extensions by mutual agreement.

NOW, THEREFORE, IT IS MUTUALLY AGREED BETWEEN THE PARTIES:

- a. In recognition of the above, the City and County agree that the term of the Interlocal Agreement is hereby extended for a two- (2) year term commencing on January 1, 2019, and ending on December 31, 2020.
- b. All remaining terms and conditions of the Amended Interlocal Agreement are hereby ratified and confirmed.

IN WITNESS THEREOF, the following agencies have caused this Extension to be executed in their respective names by their duly authorized officers and have caused this Extension to be dated and effective as of January 1, 2019.

CITY OF VANCOUVER, WASHINGTON

**CLARK COUNTY,
WASHINGTON**

Eric Holmes, City Manager
City Manager
415 6th Street
Vancouver, WA 98661

Shawn Hennessee
County Manager
1300 Franklin Street
Vancouver, WA 98666-5000

Date: _____

Date: _____

Attest:

Attest:

Natasha Ramras, City Clerk
By: Carrie Lewellen, Deputy City Clerk

Rebecca Messinger,
Clerk of the Board

Approved as to form:

Approved as to form:

E. Bronson Potter, City Attorney

Emily Sheldrick,
Chief Civil Prosecuting Attorney

To be filed with the Clark County Auditor

**DISTRICT COURT SUBSTANCE ABUSE COURT AND
VETERANS THERAPEUTIC COURT PUBLIC DEFENSE SERVICES CONTRACT
INTERLOCAL AGREEMENT**

This Agreement ("Agreement") is made and entered into by and between Clark County ("County"), a county of the State of Washington and the City of Vancouver ("City"), a municipal corporation of the State of Washington for the purpose of authorizing combined public defense contracts for indigent clients assigned to Clark County District Court's Substance Abuse Court and Veterans Therapeutic Court ("Therapeutic Courts"). This Agreement is made pursuant to the Interlocal Cooperation Act, Chapter 39.34 RCW, and has been authorized by the governing bodies of the County and the City.

WHEREAS, the County and City have a constitutionally mandated responsibility to provide public defense services to eligible persons entitled to representation in Clark County and the City of Vancouver as authorized by law; and

WHEREAS, Clark County as part of its criminal justice system has District Court Therapeutic Courts designed to assist indigent misdemeanor clients who have substance abuse issues; and

WHEREAS, on April 1, 2007 Clark County began collecting a 1/10 of 1% sales tax increase specifically to support county-wide substance abuse treatment with a portion of those funds being designated to expand or create new Therapeutic Courts; and

WHEREAS, beginning in 2008 the County and City both began to receive annual funding from the 1/10 of 1% sales tax increase in order to provide additional public defense services for clients assigned to District Court Therapeutic Courts; and

WHEREAS, in the interest of efficiency and providing the best customer service, the City and County entered into a four-year Interlocal Agreement, beginning in 2009, to combine

their public defense contracts related to the District Court Therapeutic Courts; and

WHEREAS, the 2009 Interlocal Agreement provided for two (2) two-year extensions which were executed, with the last extension expiring December 31, 2016.

NOW, THEREFORE, the signatories to this Agreement agree as follows:

1. Purpose

It is hereby understood and agreed by the County and the City that they will utilize a portion of the funds provided by the 1/10 of 1% sales tax to provide legal counsel for clients assigned to the District Court Therapeutic Courts and authorize a combined contract(s) for these public defense services.

2. Organization

No separate legal or administrative entity is created by this Agreement and this Agreement does not affect the organization or functions of the parties, except as provided herein.

3. Contract

The County, through its Indigent Defense Program, shall be responsible for soliciting proposals for the District Court Therapeutic Courts indigent defense contract(s) and contracting with the selected firm(s) or individual(s). Upon request, the County will provide the City with copies of the applications received for the Therapeutic Courts contract and the City will have up to 15 working days to review and comment on the applications. The selected contractor must be acceptable to both the County and City. The initial contract(s) with counsel for Therapeutic Court services shall be for one (1) two-year period, beginning January 1, 2017 and ending December 31, 2018.

4. Term of Agreement

The term of this agreement shall be for two (2) years beginning January 1, 2017 and terminating on December 31, 2018. This agreement may be extended for three (3) additional two (2) year terms by mutual agreement.

5. Termination

The County's indigent defense contracts, including the combined City/County Therapeutic Courts contract(s), are two-year contracts. This Agreement may be terminated by either party with written notice provided by September 1st in the year that the County indigent defense contracts are due for renewal (2018, 2020, 2022 and 2024).

6. Funding

Under the terms of this Agreement, the County will provide annual funding for indigent defense representation of the City's indigent clients who are referred to the District Court Therapeutic Courts from the 1/10th of 1% sales tax funds. There will be no additional funding obligation from the city to fund the joint public defense contract(s).

7. Amendments.

This Agreement may be amended by written mutual agreement of all the parties hereto.

8. Liability.

Each party shall defend, indemnify, and save all other parties harmless from any and all claims arising out of that party's performance of this Agreement.

9. No third-party beneficiary.

By execution of this Agreement, the parties do not intend that there be any third-party beneficiary of the rights or obligations created herein.

10. Notices.

Any notices to be given under this Agreement shall be delivered postage prepaid and addressed to:

To the City:
CITY OF VANCOUVER
Attn: City Manager

P.O. Box 1995

Vancouver, Washington 98668-1995

To Clark County:

CLARK COUNTY

Attn: County Manager

P.O. Box 5000

Vancouver, Washington 98666-5000

The name and address to which notices shall be directed may be changed by any party by giving the other party notice of such change as provided in this section.

11. Venue.

The venue for any action related to this Agreement shall be in the Superior Court in and for Clark County, Washington.

12. Interlocal Cooperation Act Compliance.

This is an Agreement entered into under Chapter 39.34 RCW. Its duration is as specified in Section 4. Its purpose is as described in Section 1. Its manner of funding is as described in Section 6. Its termination is as described in Section 5.

13. Severability.

In the event any provision of this Agreement shall be declared to be invalid, illegal, or unenforceable, the validity, legality, and enforceability of the remaining provisions shall not, in any way, be affected or impaired thereby.

14. Execution.

This Agreement shall become effective immediately after it is duly adopted by the Board of Clark County Councilors and the Vancouver City Council. The parties agree that this Agreement shall be executed in triplicate. Upon execution, the executed originals of this Agreement shall be returned to the Clerk to the Clark County Councilors, who shall file one

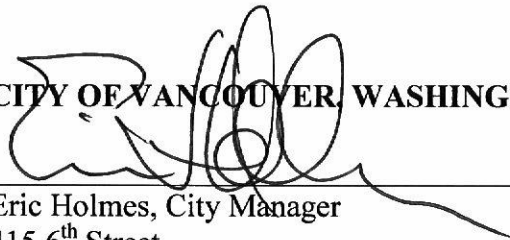
executed original of this Agreement with the Clark County Auditor, and provide one executed original of this Agreement to the City Clerk.

15. Ratification

Acts taken in conformity with this Agreement prior to its execution are hereby ratified and affirmed.

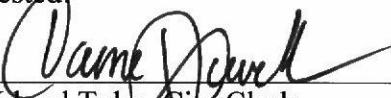
IN WITNESS THEREOF, the following agencies have caused this Agreement to be executed in their respective names by their duly authorized officers and have caused this Agreement to be dated and effective as of the 12th day of December, 2016.

CITY OF VANCOUVER, WASHINGTON

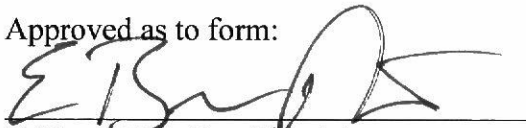

Eric Holmes, City Manager
415 6th Street
Vancouver, WA 98661

Date: 12-12-16

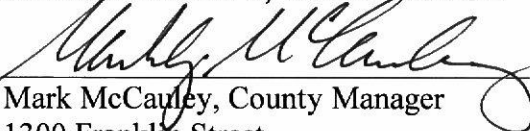
Attested:


R. Lloyd Tyler, City Clerk
By: Carrie Lewellen, Deputy City Clerk

Approved as to form:


E. Bronson Potter, City Attorney

CLARK COUNTY, WASHINGTON

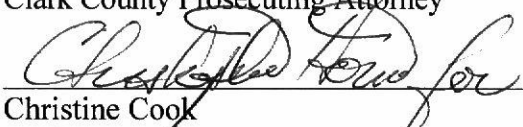

Mark McCauley, County Manager
1300 Franklin Street
Vancouver, WA 98666-5000

Date: 1/4/17

Attested:


Rebecca Tilton, Clerk of the Board

Approved as to form:

Anthony F. Golik
Clark County Prosecuting Attorney

Christine Cook
Senior Deputy Prosecuting Attorney

CLARK COUNTY STAFF REPORT

DEPARTMENT: General Services

DATE: December 21, 2016

REQUESTED ACTION: Approve a Two-Year Interlocal Agreement (ILA) between the City of Vancouver and Clark County for District Court indigent defense services for the Substance Abuse and Veterans Therapeutic Court. Recordation of this ILA.

☒ Consent ☐ Hearing ☐ County Manager

BACKGROUND

Clark County and the City of Vancouver entered into a four-year (2009/12) Interlocal Agreement (ILA) for indigent defense representation in the District Court's Substance Abuse and Veterans Therapeutic Courts in Mental Health Therapeutic Court (MHTC). That ILA provided for two (2) two-year extensions which were executed. The attached new ILA has no substantive changes from that previously approved. This ILA is for two years (2017/18) and provides for three (3) two-year extensions. It has been fully executed by the City of Vancouver and approved as to form by the Civil Prosecuting Attorney's office.

COUNCIL POLICY IMPLICATIONS

None

ADMINISTRATIVE POLICY IMPLICATIONS

None

COMMUNITY OUTREACH

The combined County and City approach to providing indigent defense representation is endorsed by those involved with the Therapeutic Courts as an efficient and effective method of providing defense services.

BUDGET IMPLICATIONS

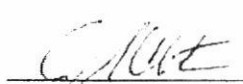
YES	NO	
X		Action falls within existing budget capacity.
	X	Action falls within existing budget capacity but requires a change of purpose within existing appropriation
	X	Additional budget capacity is necessary and will be requested at the next supplemental. If YES, please complete the budget impact statement. If YES, this action will be referred to the county council with a recommendation from the county manager.

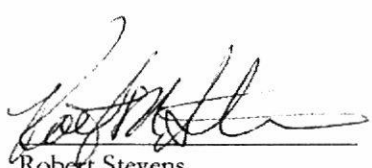
BUDGET DETAILS

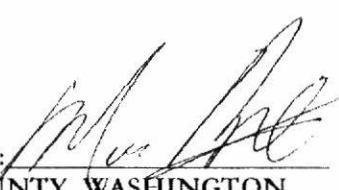
Local Fund Dollar Amount	
Grant Fund Dollar Amount	
Account	
Company Name	

DISTRIBUTION: Use one original to record the extension with the County Auditor; Return two originals of the ILA to Ann Christian, who will provide one original to the City of Vancouver.

Board staff will post all staff reports to The Grid. <http://www.clark.wa.gov/thegrid/>


Ann S. Christian
Property and Indigent Defense Manager


Robert Stevens
Director, General Services Department


APPROVED:
CLARK COUNTY, WASHINGTON
BOARD OF COUNTY COUNCILORS

DATE: Jan. 4, 2017
SR# SR 001-17



APPROVED: _____
Mark McCauley, County Manager

DATE: _____

BUDGET IMPACT ATTACHMENT

Part I: Narrative Explanation

I. A – Explanation of what the request does that has fiscal impact and the assumptions for developing revenue and costing information

There is no fiscal impact

Part II: Estimated Revenues

Fund #/Title	Current Biennium		Next Biennium		Second Biennium	
	GF	Total	GF	Total	GF	Total
Total						

II. A – Describe the type of revenue (grant, fees, etc.)

Part III: Estimated Expenditures

III. A – Expenditures summed up

Fund #/Title	FTE's	Current Biennium		Next Biennium		Second Biennium	
		GF	Total	GF	Total	GF	Total
Total							

III. B – Expenditure by object category

Fund #/Title	Current Biennium		Next Biennium		Second Biennium	
	GF	Total	GF	Total	GF	Total
Salary/Benefits						
Contractual						
Supplies						
Travel						
Other controllables						
Capital Outlays						
Inter-fund Transfers						
Debt Service						
Total						



Staff Report 171-18

TO: Mayor and City Council

FROM: Eric Holmes, City Manager

DATE: 11/19/2018

SUBJECT Extension of Interlocal Agreement with Clark County for Mental Health Therapeutic Court Services

Key Points

- The City is currently providing public defense services for Mental Health Therapeutic Court through an interlocal agreement with Clark County. This combined contract allows the County to hire an attorney who specializes in this service.
- The initial term of the interlocal was two years, 2014-2016, with optional extensions. On October 10, 2016, the City Council approved the first two-year extension for 2017-2018. Staff is recommending extending the interlocal for the remaining two-year term.

Strategic Plan Alignment

Goal 3, Objective 3.2: Improve services available to underserved or vulnerable residents.

Present Situation

Clark County, as part of its criminal justice system, has a District Court Mental Health Therapeutic Court designed to assist indigent misdemeanor clients who have mental health issues. The City is providing public defense services to Mental Health Court through an interlocal agreement with Clark County. The combined contract provides sufficient funding to hire an attorney who specializes in mental health cases, which provides better client services. The County, which handles both felony and misdemeanor cases and consequently has a much more extensive indigent defense program, bids out and manages the combined contract for Mental Health Court services. The initial contract period was for two years, 2015-2016 and with two (2) additional two-(2) year terms. On October 10, 2016, the City Council approved the first two-year extension for 2017-2018.

Mental Health Court historically had been limited to misdemeanor cases. In 2018, felony cases, which are handled by the County, began to be included. With the addition of felony cases, the City's caseload for 2019 and 2020 is projected to be only 25% of Mental Health Court cases so

the City's quarterly payment for the service will be reduced from \$6,000 to \$2,250. Staff is recommending extending the interlocal for the remaining two—year term, 2019-2020, with the revision in payment schedule.

Advantage(s)

1. The combined contract allows the City and County to hire an attorney who specializes in this type of cases so the clients should receive better service.
2. Reduces city staff time spent administering the contract.

Disadvantage(s)

City has less oversight of the attorney/firm providing services to the city's clients who are assigned to the District Court Mental Health Therapeutic Court although the City does have the ability to review and comment on the proposals for this service.

Budget Impact

\$2,250 for 2019 and \$2,250 for 2020; funds are included in the 2019-2020 biennial budget.

Prior Council Review

None

Action Requested

Authorize the City Manager or his designee to sign an extension to the interlocal agreement with Clark County for public defense services for clients who are assigned to District Court Mental Health Therapeutic Court.

Jeanette (Jan) Bader, Program & Policy Development Manager, 487-8606

ATTACHMENTS:

- ▢ Interlocal Agreement, Second Extension 2019-2020
- ▢ Interlocal Agreement

**DISTRICT COURT MENTAL HEALTH THERAPEUTIC COURT
INTERLOCAL AGREEMENT
SECOND EXTENSION**

WHEREAS, on December 16, 2014, the City of Vancouver (“City”) and Clark County (“County”) (collectively the “parties”) entered into an Interlocal Agreement for the purpose of authorizing a combined public defense contract for indigent clients assigned to District Court Mental Health Therapeutic Court (“Agreement”); and

WHEREAS, Article 4 of the parties’ Agreement provides that the terms of the agreement may be extended for two (2) additional two- (2) year terms by mutual agreement;

NOW THEREFORE, the parties hereby agree as follows:

1. The City and County agree that the term of the Interlocal Agreement is hereby extended for one (1) two-year term commencing on January 1, 2019, and ending on December 31, 2020.
2. Section 6 of the Interlocal Agreement is replaced in its entirety, as follows:

“Mental Health Therapeutic Court historically has been limited to District Court (misdemeanor) cases. Superior Court (felony) cases began being included in 2018. The number of City of Vancouver District Court participants is projected to be only 25 percent of the total Mental Health Therapeutic Court active participants. The combined city/county contract will remain \$36,000 annually, with the City providing \$9,000. Payments of \$2,250 will be made to the County on a quarterly basis beginning in January 2019.”

3. All remaining terms and conditions of the parties’ agreement shall remain in full force and effect.

IN WITNESS WHEREOF, the duly authorized representatives of the parties have executed this Agreement as of the date(s) set forth below.

CITY OF VANCOUVER, WASHINGTON

**CLARK COUNTY,
WASHINGTON**

Eric Holmes, City Manager
City Manager
415 6th Street
Vancouver, WA 98661

Shawn Hennessee
County Manager
1300 Franklin Street
Vancouver, WA 98666-5000

Date: _____

Date: _____

Attest:

Attest:

Natasha Ramras, City Clerk
By: Carrie Lewellen, Deputy City Clerk

Rebecca Messinger,
Clerk of the Board

Approved as to form:

Approved as to form only:
Anthony F. Golik
Clark County Prosecuting Attorney

E. Bronson Potter, City Attorney

Emily Sheldrick,
Chief Civil Prosecuting Attorney

Attachment: Mental Health Therapeutic Court Interlocal Agreement

To be posted on the City's website.

GS 14-05

INTERLOCAL AGREEMENT

This Agreement ("Agreement") is made and entered into by and between Clark County ("County"), a county of the State of Washington and the City of Vancouver ("City"), a municipal corporation of the State of Washington for the purpose of authorizing a combined public defense contract for indigent clients assigned to District Court Mental Health Therapeutic Court. This Agreement is made pursuant to the Interlocal Cooperation Act, Chapter 39.34 RCW, and has been authorized by the governing bodies of the County and the City.

WHEREAS, the County and City have a constitutionally mandated responsibility to provide public defense services to eligible persons entitled to representation in Clark County and the city of Vancouver as authorized by law; and

WHEREAS, Clark County, as part of its criminal justice system, has established a District Court Mental Health Therapeutic Court designed to assist indigent misdemeanor clients who have mental health issues; and

WHEREAS, the City is currently providing funding for Mental Health Therapeutic Court public defense services through a supplemental contract with Jeffrey D. Barrar, P.S., the City's primary public defense firm; and

WHEREAS, with the January 1, 2015 implementation of public defense caseload standards, mandated by the Washington State Supreme Court, the Mental Health Court caseload can be more effectively tracked and managed through a separate contract for services; and

WHEREAS, in the interest of efficiency and providing the best customer service, it is the desire of the City and County to combine their indigent defense contracts related to the District Court Mental Health Therapeutic Court beginning in 2015.

NOW, THEREFORE, the signatories to this Agreement agree as follows:

1. Purpose.

It is hereby understood and agreed by the County and the City that a combined contract for District Court Mental Health Therapeutic Court public defense services is authorized.

2. Organization.

No separate legal or administrative entity is created by this Agreement and this Agreement does not affect the organization or functions of the parties, except as provided herein.

3. Contract

The County, through its Indigent Defense Coordinator, shall be responsible for soliciting proposals for the District Court Mental Health Therapeutic Court indigent defense contract and contracting with the selected firm or individual. The County will provide the City with copies of the proposals received for the Mental Health Therapeutic Court contract and the City will have up to 15 working days to review and comment on the proposals. The selected contractor must be acceptable to both the County and City. The contract with counsel for Mental Health Therapeutic Court services shall be for a two (2) year period, with the initial joint contract term being January 1, 2015 through December 31, 2016.

4. Term of Agreement

The term of this agreement shall be for two (2) years beginning January 1, 2015 and terminating on December 31, 2016. This agreement may be extended for two (2) additional two (2) year terms by mutual agreement.

5. Termination

The County indigent defense contracts, including the combined City/County Mental Health Therapeutic Court contract, are two-year contracts. This Agreement may be terminated by either party with written notice provided by September 1st in the year that the County indigent defense contract is due for renewal (2016, 2018 and 2020).

6. Funding

The City is currently providing funding for Mental Health Therapeutic Court services through an annual \$24,000 supplemental contract with Jeffrey D. Barrar, P.S.. Currently 60-65% of the annual caseload in Mental Health Therapeutic Court is city cases with the remainder being split between the county and the other small cities. The combined city/county contract will be \$36,000 annually with the City providing \$24,000. Payments of \$6,000 will be made to the County on a quarterly basis beginning in January 2015.

7. Reporting

The County shall provide the City with quarterly reports which shall include the following information:

- a) Defendant names and case number(s) for each defendant participant;
- b) The number of total attorney hours expended by contractor for each defendant during the quarter;

- c) Disposition information (i.e., warrant issued, graduated and/or terminated from the program) for those defendants whose cases are closed during the quarter; and
- d) Any other information which the City and County may deem reasonable and appropriate.

8. Amendments.

This Agreement may be amended by written mutual agreement of all the parties hereto.

9. Liability.

Each party shall defend, indemnify, and save all other parties harmless from any and all claims arising out of that party's performance of this Agreement.

10. No third-party beneficiary.

By execution of this Agreement, the parties do not intend that there be any third-party beneficiary of the rights or obligations created herein.

11. Notices.

Any notices to be given under this Agreement shall be delivered postage prepaid and addressed to:

To the City:

CITY OF VANCOUVER

Attn: City Manager

P.O. Box 1995

Vancouver, Washington 98668-1995

To Clark County:

CLARK COUNTY

Attn: County Administrator

P.O. Box 5000
Vancouver, Washington 98666-5000

The name and address to which notices shall be directed may be changed by any party by giving the other parties notice of such change as provided in this section.

12. Venue.

The venue for any action related to this Agreement shall be in the Superior Court in and for Clark County, Washington.

13. Interlocal Cooperation Act Compliance.

This is an Agreement entered into under Chapter 39.34 RCW. Its duration is as specified in Section 4. Its purpose is as described in Section 1. Its manner of funding is as described in Section 6. Its termination is as described in Section 5.

14. Severability.

In the event any provision of this Agreement shall be declared to be invalid, illegal, or unenforceable, the validity, legality, and enforceability of the remaining provisions shall not, in any way, be affected or impaired thereby.

15. Execution.

This Agreement shall become effective immediately after it is duly adopted by the Board of Clark County Commissioners and the Vancouver City Council. The parties agree that this Agreement shall be executed in triplicate. Upon execution, the executed originals of this Agreement shall be returned to the Clerk to the Clark County Commissioners, who shall file one executed original of this Agreement with the Clark County Auditor, and provide one executed original of this Agreement to the City Clerk.

16. Ratification

Acts taken in conformity with this Agreement prior to its execution are hereby ratified and affirmed.

IN WITNESS THEREOF, the following agencies have caused this Agreement to be executed in their respective names by their duly authorized officers and have caused this Agreement to be dated and effective as of the 16th day of December, 2014.

CITY OF VANCOUVER, WASHINGTON



Eric Holmes, City Manager
City Manager
415 6th Street
Vancouver, WA 98661

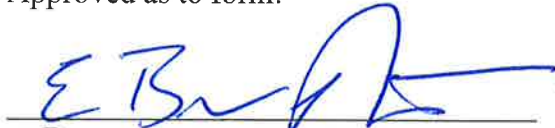
Date: 12/18/14

Attest:



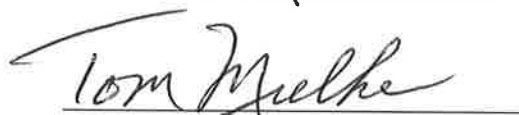
R. Lloyd Tyler, City Clerk
By: Carrie Lewellen, Deputy City Clerk

Approved as to form:



E. Bronson Potter, City Attorney

CLARK COUNTY,
BOARD OF COMMISSIONERS



Tom Mielke, Chair
Board of County Commissioners
1300 Franklin Street
Vancouver, WA 98666-5000

Date: 12/16/14

Attest:



Clerk of the Board

Approved as to form:



Christine Cook,
Deputy Prosecuting Attorney
Civil Division

**DISTRICT COURT MENTAL HEALTH THERAPEUTIC COURT
INTERLOCAL AGREEMENT EXTENSION**

WHEREAS, on December 16, 2014, the City of Vancouver ("City"), and Clark County ("County") (collectively the "parties"), entered into an Interlocal Agreement for the purpose of authorizing a combined public defense contract for indigent clients assigned to District Court Mental Health Therapeutic Court ("Agreement"); and

WHEREAS, Article 4 of the parties' Agreement provides that the terms of the agreement may be extended for two (2) additional two (2) year terms by mutual agreement;

NOW THEREFORE, the parties hereby agree as follows:

1. The City and County agree that the term of the Interlocal Agreement is hereby extended for one (1) two-year term commencing on January 1, 2017 and ending on December 31, 2018.
2. All remaining terms and conditions of the parties' agreement shall remain in full force and effect.

IN WITNESS WHEREOF, the duly authorized representatives of the parties have executed this Agreement as of the date(s) set forth below.

CITY OF VANCOUVER, WASHINGTON



Eric Holmes, City Manager
City Manager
415 6th Street
Vancouver, WA 98661

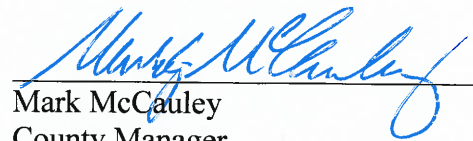
Date: _____

Attest:



R. Lloyd Tyler, City Clerk
By: Carrie Lewellen, Deputy City Clerk

**CLARK COUNTY,
WASHINGTON**



Mark McCauley
County Manager
1300 Franklin Street
Vancouver, WA 98666-5000

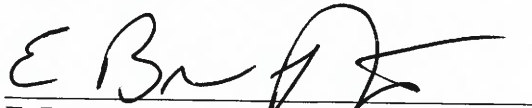
Date: 11/22/16

Attest:



Clerk of the Board

Approved as to form:



E. Bronson Potter, City Attorney

Approved as to form only:

Anthony F. Golik
Clark County Prosecuting Attorney



Christine Cook,
Senior Deputy Prosecuting Attorney
Civil Division

Attachment: Mental Health Therapeutic Court Interlocal Agreement



Staff Report 172-18

TO: Mayor and City Council

FROM: Eric Holmes, City Manager

DATE: 11/19/2018

SUBJECT Extension of Interlocal Agreement between Clark County, the City of Vancouver, the Evergreen School District and the Vancouver School District for the Clark County Safe Communities Task Force

Key Points

- The Clark County Safe Communities Task Force was formed in 2009 to coordinate youth gang crime and violence prevention programs.
- Since 2013, the City of Vancouver has committed \$50,000 per year from the general fund to support the Safe Communities Task Force. The Evergreen and Vancouver School Districts each commit \$25,000, and Clark County provides \$100,000 plus program oversight and operational support.
- The current interlocal agreement is from January 1, 2017-December 31, 2018, with the option of one two- (2) year extension.

Strategic Plan Alignment

Goal 10, Objective 10.1: Lend the City's support, as appropriate, to assist with the success of community projects.

Present Situation

The Clark County Safe Communities Task Force was originally formed to coordinate youth gang crime and violence prevention programs and was supported by federal grants from 2009-2012. After 2012, the Clark County Safe Communities Task Force continued to coordinate youth gang crime and violence prevention programs through funding from the City of Vancouver, Clark County and the Evergreen and Vancouver School Districts. The current Interlocal Agreement expires December 31, 2018, but has an optional two-year extension through 2020.

Advantage(s)

1. Support a central point of contact for addressing youth gang crime problems in Clark County.
2. Clark County Community Services provides program oversight and operational support.

Disadvantage(s)

Makes a two-year commitment of \$50,000 per year in general fund support.

Budget Impact

\$50,000 per year from the general fund. Funds are available in the 2019-2020 biennial budget for the Safe Communities Task Force.

Prior Council Review

None

Action Requested

Authorize the City Manager or designee to sign an amendment to the Safe Communities Task Force interlocal extending the agreement until December 31, 2020.

Jeanette (Jan) Bader, Program & Policy Development Manager, 487-8606

ATTACHMENTS:

- ▢ Interlocal Agreement Extension
- ▢ Interlocal Agreement

AMENDMENT #1

INTERLOCAL AGREEMENT
AMONG CLARK COUNTY, THE CITY OF VANCOUVER, EVERGREEN PUBLIC
SCHOOLS, AND VANCOUVER PUBLIC SCHOOLS

SAFE COMMUNITIES TASK FORCE

WHEREAS the parties entered into an Interlocal Agreement effective January 1, 2016 to fund the Clark County Safe Communities Task Force to coordinate a number of youth gang crime and violence prevention programs; and

WHEREAS the Interlocal Agreement includes a 2-year extension option; and

WHEREAS the parties desire to exercise that extension option to provide continued funding for the Clark County Safe Communities Task Force;

NOW, THEREFORE, the PARTIES agree as follows:

1. The term of this Agreement is extended to December 31, 2020.
2. During the extended term of this Agreement, the County shall contribute a minimum of \$100,000 annually. The other parties shall provide Clark County **annual funding** in the following amounts:
 - 2.1. The City of Vancouver shall pay Clark County \$50,000.
 - 2.2. Evergreen Public Schools shall pay Clark County a minimum of \$25,000.
 - 2.3. Vancouver Public Schools shall pay Clark County a minimum of \$25,000.
3. This Amendment shall be executed in multiple copies, each of which shall be valid as an original. The parties agree that there shall be four (4) duplicated originals of this Amendment with multiple original signature pages distributed for signature by the necessary officials of the respective parties. Upon execution, one executed original of this Amendment shall be retained by each of the parties. The City of Vancouver and Clark County will post a copy of this Amendment on their respective websites pursuant to Chapter 39, Laws of Washington 2006 (RCW 39.34.040). Upon execution of the originals and the postings on the City and County websites, each such duplicate original shall constitute an extension of the agreement binding upon all parties.
4. All other terms and conditions of the original Agreement, as amended, remain the same.

IN WITNESS WHEREOF, the parties have executed this Amendment at Vancouver, Washington on the _____ day of _____, 2018.

CLARK COUNTY, WASHINGTON

Shawn Hennessee, County Manager

Date

APPROVED AS TO FORM:

Amanda Migchelbrink
Deputy Prosecuting Attorney

CITY OF VANCOUVER, WASHINGTON

Eric Holmes, City Manager

Date

APPROVED AS TO FORM:

Jonathon Young, Chief Assistant City Attorney

EVERGREEN PUBLIC SCHOOLS

Board President

Date

Superintendent

Date

APPROVED AS TO FORM:

Attorney for the District

VANCOUVER PUBLIC SCHOOLS

Board President

Date

Superintendent

Date

APPROVED AS TO FORM:

Attorney for the District

CS 16-27

**INTERLOCAL AGREEMENT
AMONG CLARK COUNTY, THE CITY OF VANCOUVER, THE EVERGREEN SCHOOL
DISTRICT NO. 114, AND VANCOUVER PUBLIC SCHOOLS**

SAFE COMMUNITIES TASK FORCE

This agreement is made and entered into by and among Clark County, a subdivision of the State of Washington, hereinafter referred to as the COUNTY, acting by and through its governing body, the Clark County Board of County Councilors; the City of Vancouver, a city of the State of Washington, hereinafter referred to as the CITY, acting by and through its governing body, the Vancouver City Council; the Evergreen School District No. 114, hereinafter referred to as ESD, acting by and through its governing body, the Evergreen School District Board; and Vancouver Public Schools, hereinafter referred to as VPS, acting by and through its governing body, the Vancouver Public Schools Board of Directors; hereinafter referred to as the PARTIES, all of the State of Washington, witnesseth:

WHEREAS this Agreement is made under the authority of the Interlocal Cooperation Act, Chapter 39.34 RCW; and

WHEREAS the parties share interests related to preventing youth gang crime and violence; and

WHEREAS the parties choose to share funding and resources to enhance the impact of current programs and reduce duplication of effort; and

WHEREAS the parties and the citizens they serve may benefit by supporting a centralized point of contact for information and referral, regional resources and programs, and community engagement; and

WHEREAS the Clark County Safe Communities Task Force was formed in 2009 to coordinate youth gang crime and violence prevention programs; and

WHEREAS the COUNTY has expressed an interest in continuing to provide coordination of the Safe Communities Task Force in consideration of certain amounts to be paid by each party pursuant to the terms of this Agreement;

NOW, THEREFORE, the PARTIES agree as follows:

SECTION 1. PURPOSE AND FUNCTION

- 1.1. This is an Interlocal Agreement entered into under the authority of the Interlocal Cooperation Act (Chapter 39.34 RCW) among the undersigned parties, Clark County, the City of Vancouver, the Evergreen School District No. 114, and the Vancouver Public Schools.

- 1.2. The purpose of this Agreement is to define the rights and responsibilities of the parties in providing support for the Safe Communities Task Force which shall coordinate youth gang prevention programs in Clark County.
- 1.3. Pursuant to Chapter 39.34 RCW, the purpose of this Interlocal Agreement is as set forth in Section 1 (Purpose and Function). Its duration and method of extension are as specified in Section 2 (Duration of Agreement and Extensions). Its manner of financing is described in Section 4 (Financing and Administration).

SECTION 2. DURATION OF AGREEMENT

- 2.1. The term of this Agreement shall be for the 3-year period from January 1, 2016 to December 31, 2018 with the option of one 2-year extension period.
- 2.2. The term of this Agreement may be extended for an additional 2-year period by mutual written agreement of the parties.
- 2.3. This Agreement shall survive the withdrawal of one or two parties, provided that there remain at least two parties willing to continue the Agreement.

SECTION 3. TERMINATION OF AGREEMENT

- 3.1. Any party may terminate participation, for any reason, with or without cause, by notifying the other parties in writing at least thirty (30) days prior to termination. Such notice shall be provided to all parties as set forth in Section 9 of this Agreement.
- 3.2. Upon termination of this Agreement, the County shall distribute to each of the other parties any unspent funds and/or accumulated assets acquired with funds provided by this Agreement. The County shall reimburse each party in an amount proportionate to that party's total contribution.

SECTION 4. FINANCING AND ADMINISTRATION

- 4.1. The County shall serve as the fiscal agent for this Agreement.
- 4.2. The County shall comply with all local, state, and federal laws and other applicable rules and regulations which relate to use of these public funds.
- 4.3. During the term of this Agreement, the County shall contribute a minimum of \$100,000 annually for this program. The other parties shall provide Clark County **annual funding** in the following amounts:
 - 4.3.1. The City of Vancouver shall pay Clark County \$50,000.
 - 4.3.2. The Evergreen School District #114 shall pay Clark County a minimum of \$25,000.

- 4.3.3. Vancouver Public Schools shall pay Clark County a minimum of \$25,000.
- 4.4. An annual scope of work, project timeline and budget will be provided to each party as part of the annual invoice for services (See Exhibits A and B.)
- 4.5 The County shall invoice the parties on an annual basis. The parties shall each make a lump sum annual payment to the County for each year that this Agreement is in place in the amounts shown in Section 4.3. The first annual payment shall be made to the County by each party within 60 days following the execution of this Agreement. The parties will make all subsequent annual payments to the County within 60 days of the beginning of each calendar year.
- 4.6. Failure by one or more parties to make their annual payments will not relieve any other party of their obligation for payment under this Agreement nor will it invalidate any other provision of this Agreement.

SECTION 5. RECORDS

- 5.1. The parties to the Agreement shall each maintain books, records, documents, and other evidence which sufficiently and properly reflect all direct and indirect costs expended by each party in the performance of the services described herein. Their records shall be subject to inspection, review, or audit by personnel of each party, other personnel duly authorized by each party, the Office of the State Auditor, and federal officials as authorized by law. All books, records, documents, and other material relevant to this Agreement will be retained for a minimum of six years after the Agreement expiration in compliance with applicable laws and policies. The Office of the State Auditor, federal auditors, and any persons duly authorized by the parties shall have full access and the right to examine any of these materials during this period.
- 5.2. The parties shall comply with relevant state and federal law and other applicable local rules which relate to records disclosure, use, security, dissemination, and retention/destruction.

SECTION 6. ORGANIZATION

- 6.1. No new or separate legal or administrative entity is created by this Agreement. This Agreement does not affect the organization or function of the parties, except as provided herein. The parties to this Agreement do not intend for any third party to obtain a right by virtue of this Agreement.
- 6.2. By entering into this Agreement, the parties do not intend to create any obligations expressed or implied other than those set out herein; further, this Agreement shall not create any rights in any party not a signatory hereto.
- 6.3. The County shall not transfer or assign, in whole or in part, any or all of its rights or obligations under this Agreement without the prior written consent of the City, ESD, and VPS.

- 6.4. The County shall retain all authority for provision of services, standards of performance, discipline, and control of its personnel, agents, subcontractors and volunteers, and other matters incident to the performance of services by the County under this Agreement. Nothing in this Agreement shall make any employee or agent or volunteer of the County an employee of the City, ESD, or VPS for any purpose, including, but not limited to, for withholding of taxes, payment of benefits, worker's compensation pursuant to Title 51 RCW, or any other rights and privileges accorded their respective employees by virtue of their employment.
- 6.5. No transfer of any personnel between the parties is provided for by this Agreement. Each party is responsible for its own staff members' salary, compensation, and benefits in accordance with each agency's policies.
- 6.6. To the extent that the County provides or coordinates services provided to minors under this Agreement, the County shall be prohibited from providing such services through any person who has pled guilty to or been convicted of any felony crime involving the abuse, neglect, or exploitation of a minor. Any violation shall be grounds for immediate termination of this Agreement.
- 6.7. The County, in providing services to minors, shall have valid insurance, and shall show evidence of such coverage upon request by the other parties to this Agreement. By this Agreement, the parties especially retain all protections afforded by workers compensation or similar statutes of the State of Washington.
- 6.8. Each of the parties shall be responsible for its own actions in providing services under this Agreement and shall not be liable for any civil liberty that may arise from the furnishing of the services by another party to this Agreement.
 - 6.8.1. The County agrees to indemnify, defend, save, and hold harmless the other parties to this Agreement, their elected and appointed officials, employees, volunteers, insurers and agents from and against any and all liability, claims including property damage and personal injury, demands, claims, causes of action, suits or judgments, including costs, attorney fees, costs or expenses incurred in connection therewith, for claims of whatsoever kind or nature, arising out of, or in connection with, or incident to the performance of this Agreement by the County, its officials, employees, volunteers, subcontractors or agents.
 - 6.8.2. In the event that any suit based on such a claim, demand, loss, damage, loss, damage, cost, or cause of action is brought against any of the indemnified parties, they each retain the right to participate in said suit if any principal of public law is involved.
 - 6.8.3. The indemnity and hold harmless provision shall include any claim made against the City, ESD, or VPS by any employee of the County or subcontractor or agent or volunteer of the County, even if the County is otherwise immune from liability pursuant to the worker's compensation statute, Title 51 RCW.

- 6.8.4. The indemnities herein shall survive the expiration or termination of this Agreement.

SECTION 7. GENERAL TERMS AND CONDITIONS

- 7.1. The parties agree that, in connection with their activities under this Interlocal Agreement, they shall comply with all applicable federal, state, and local laws or regulations and further, that this Agreement shall be construed and governed according to the laws of the State of Washington.
- 7.2. Acts taken prior to the execution of this Agreement that are consistent with the intent and purpose of the same are hereby ratified and confirmed.
- 7.3. The terms and conditions of this Agreement which, by their sense and context, are intended to continue after the expiration or termination of this Agreement, shall survive.
- 7.4. No provision of this Agreement or the right to receive reasonable performance of any act called for by its terms shall be deemed waived by a waiver of a breach thereof as to a particular transaction or occurrence. If any term or condition of this Agreement or application thereof to any person or circumstances is held invalid, such invalidity shall not affect other terms, conditions, or applications of the Agreement which can be given effect without the invalid term, condition, or application; to this end, the terms and conditions of this Agreement are declared severable.
- 7.5. The parties are equal opportunity employers. By entering into this Agreement, the parties each agree to comply with all laws and regulations pertaining to nondiscrimination. No person shall, on the grounds of race, creed, religion, color, national origin, sex, sexual orientation, age, marital status, disability, or any other class protected by federal, state, or local discrimination laws, be excluded from participation in, be denied the benefits of, or be otherwise subject to discrimination under any activity performed pursuant to the Agreement.
- 7.6. This Agreement contains all the terms and conditions agreed upon by the parties relevant to the purpose described above and supersedes all prior agreements or proposals, oral or written, and all other communication among the parties related to the subject matter of this Agreement shall be deemed to exist or to bind any of the parties, except as a written addendum signed by an authorized agent of each of the parties.

SECTION 8. DEBARMENT AND EXCLUSION

Each party certifies that it is not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participating in any federally-funded program by any federal department or agency. In addition, each party certifies that no employee or subcontractor who will perform work, whether directly or indirectly, under this Contract is an Excluded Person.

SECTION 9. NOTICES

Any notices to be given under this Agreement shall be deemed effective when sent via regular U.S. Mail to the following parties, postage prepaid and addressed:

To the County:

Contract Unit
Clark County
Department of Community Services
1601 East Fourth Plain Blvd
Vancouver, WA 98661

and

County Manager
Clark County
P.O. Box 5000
Vancouver, WA 98666-5000

To the City:

Chief of Police
City of Vancouver
P.O. Box 1995
Vancouver, WA 98668-1995

and

City Manager
City of Vancouver
P.O. Box 1995
Vancouver, WA 98668-1995

To the ESD:

John Deeder
Superintendent
Evergreen School District
P.O. Box 8910
Vancouver, WA 98668-8910

To the VPS:

Mick Hoffman
Vancouver Public Schools
P.O. Box 8937
Vancouver, WA 98668-8937

The name and address to which notices shall be directed may be changed by any of the parties to this Agreement by giving the other parties written notice of such change as provided in this section.

SECTION 10. DOCUMENT EXECUTION AND POSTING

This Agreement shall be executed in multiple copies, each of which shall be valid as an original. The parties agree that there shall be four (4) duplicated originals of this Agreement with multiple original signature pages procured and distributed for signature by the necessary officials of the respective parties. Upon execution, one executed original of this Agreement shall be retained by each of the parties. The City of Vancouver and Clark County will post a copy of this Agreement on their respective websites pursuant to Chapter 39, Laws of Washington 2006 (RCW 39.34.040). Upon execution of the originals and the postings on the City and County websites, each such duplicate original shall constitute an agreement binding upon all parties.

IN WITNESS WHEREOF, the parties have executed this Agreement at Vancouver, Washington on the 23rd day of August, 2016.

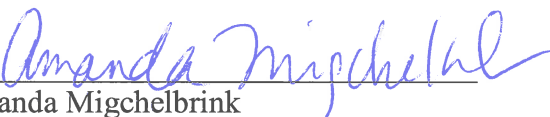
CLARK COUNTY, WASHINGTON



Mark McCauley, County Manager

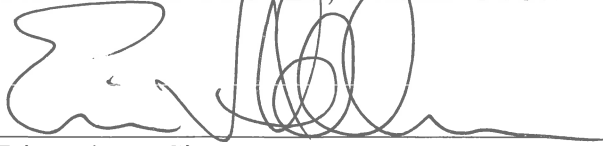
8/23/16
Date

APPROVED AS TO FORM:



Amanda Migchelbrink
Deputy Prosecuting Attorney

CITY OF VANCOUVER, WASHINGTON



Eric Holmes, City Manager

8/8/16

Date

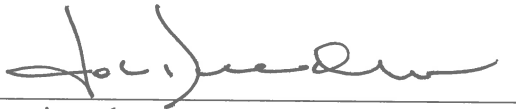
APPROVED AS TO FORM:



E. Bronson Potter, City Attorney

EVERGREEN SCHOOL DISTRICT NO. 114


Board President
August 9, 2016
Date


Superintendent
August 9, 2016
Date

APPROVED AS TO FORM:

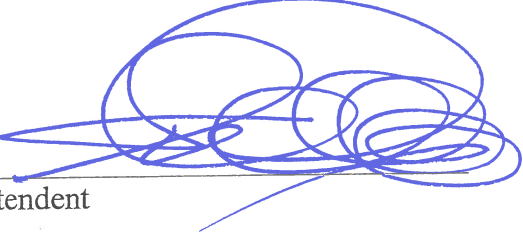
Attorney for the District

VANCOUVER PUBLIC SCHOOLS



Board President

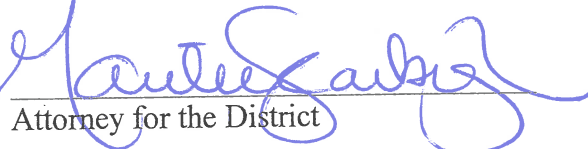
AUG 09 2016
Date



Superintendent

AUG 09 2016
Date

APPROVED AS TO FORM:



Attorney for the District

EXHIBIT A

SAFE COMMUNITIES TASK FORCE

THE FOLLOWING PROPOSED ACTIVITIES AND KEY DELIVERABLES WERE APPROVED BY THE SAFE COMMUNITIES TASK FORCE EXECUTIVE COMMITTEE IN APRIL 2016.

GOAL

To reduce youth violence and gangs in Clark County by using the Comprehensive Gang Model developed by the United States Department of Justice, Office of Juvenile Justice and Delinquency Prevention (OJJDP).

PROPOSED ACTIVITIES

The following activities are based on recommendations from the Justice Department's OJJDP Comprehensive Gang Model and data gathered from the Clark County Gang Assessment:

- Coordinate monthly community meetings to inform citizens and service providers on the latest youth violence and gang trends; promote increased awareness, engagement, and collaboration among citizens and service providers
- Coordinate monthly steering committee meetings involving representatives from key organizations for the purpose of guiding implementation of the Comprehensive Gang Model based on the data collected from the Clark County Gang Assessment
- Coordinate quarterly executive committee meetings to inform elected officials and other key leaders on youth violence and gang trends, assess progress in the implementation of the Comprehensive Gang Model, and provide support to that implementation, as needed
- Maintain the Safe Communities Task Force website as a source for information and resources on local youth violence and gang issues
- Coordinate presentations for neighborhood associations, civic groups, and others requesting information on youth violence and gangs
- Coordinate "Keeping Our Kids Safe," a series of free presentations on topics including gangs, bullying, and exploitation of minors
- Coordinate an annual "Keeping Our Kids Safe" conference; a full-day conference geared towards parents, teachers, and others who work with youth on topics including gangs, bullying, and exploitation of minors

- Coordinate a multidisciplinary gang intervention team to implement activities such as educational support, mentoring, and employment support for youth who are gang involved

KEY DELIVERABLES

- Twelve (12) community meetings per year
- Twelve (12) steering committee meetings per year
- One (1) website (www.safecommunitiestaskforce.org) will be maintained and updated with relevant information and resources
- Four (4) presentations at neighborhood association meetings, civic group meetings, and other community forums per year
- Nine (9) “Keeping Our Kids Safe” presentations offered per year
- One (1) “Keeping Our Kids Safe” conference offered per year
- Fifty (50) youth who demonstrate an elevated risk for gang involvement will participate in gang prevention activities
- Fifty (50) youth who are gang-involved will participate in gang intervention activities

For more information, contact Josh Beaman, SCTF Program Coordinator at 360-397-2130 ext. 5204 or online at www.safecommunitiestaskforce.org.

EXHIBIT B
ANNUAL BUDGET
2016

Contributions from the parties shall be applied to the Safe Communities Task Force annual budget as shown below:

SAFE COMMUNITIES TASK FORCE BUDGET	
CATEGORY	AMOUNT
Salaries and Benefits	\$ 102,392
Operating Costs	\$ 17,754
Contractual Costs	\$ 169,856
Indirect Costs @10%	\$ 29,000
TOTAL BUDGET PER YEAR	\$ 319,001

Outreach Program Report July 1 – September 30, 2018

This past quarter we served a total of 124 Clark County youth through the Gang Outreach: Prevention and Intervention Program. This included 84 youth in the prevention group and 40 receiving gang intervention services. Youth served through this project are either gang-involved or at risk of gang involvement due to geographic location, economic hardship, friends or family members affiliated with gangs, and other factors.

Through a team-based approach that combines prevention strategies, community outreach, and targeted intervention, we hope to achieve the following outcomes:

- Increased engagement in pro-social activities
- Increased engagement in intervention services
- Improved academic performance
- Decreased rates of delinquent behavior
- Decreased recidivism
- Decreased gang involvement

The prevention group consists of 1st-9th grade members at the Washington, Fruit Valley, and O.K. Club sites. Youth receive individual support from staff mentors at the Clubs, along with proven youth development programs promoting academic success, character and leadership, and healthy lifestyles. The mentoring team meets weekly to discuss each member's progress and challenges and adjust approaches as needed.

After high levels of engagement during the school year, we again saw reduced participation and attendance from our prevention group during the summer. Although staff conducted targeted outreach and provided scholarships to eliminate barriers, only half the group attended Club regularly. Much of this was due to issues beyond our control. Some participants moved out of the area, and many youth spend summers with a non-custodial parent, in the care of an older sibling, or have the option to stay home. However, the youth we did stay connected with continued to show gains in social competence and improvements in behavior.

This summer the Prevention Coordinator implemented programs focused on social-emotional wellbeing, academics, employment, and life skills. "Summer Sundae Reading" kept members engaged in literacy, and "One in Nature" connected participants with nature trails in their neighborhood, giving them a different lens into their surroundings. Participants had the opportunity to earn a spot on weekly field trips as recognition for their involvement. The teens continued nightly dinners and started a "Breakfast Club," meeting one of their basic needs and building relationships and community. The "No 'I' in Team" program promoted leadership and communication skills by challenging teens to step out of their comfort zone and work with kids outside of their circle of friends. The lemonade stand in front of Club was an incredible success because youth acquired employment skills and were empowered to work hard to pay for their own field trips. As a result, many youth were able to go on field trips they normally would not have accessed. Finally, families were invited to a Back to School Brunch where they completed interactive Do It Yourself (DIY) activities together and received clothing and school supplies.

The intervention group receives either one-on-one case management through the multidisciplinary Youth Engagement Team (YET) or weekly/bi-weekly group intervention. The team regularly reviews clients' needs, goals, and progress. Outreach case managers and YET members are in the field making contact with clients, families and peers. Group intervention provides a place for youth to connect, access pro-social, educational, and vocational opportunities, and build positive relationships with adults.

Now that they have been in their roles for over six months, the outreach staff saw increased engagement and continued to build trust and relationships. Over the last quarter, 30 of the 40 youth maintained or improved engagement in prosocial activities. Groups this summer focused on academic and career goals, and healthy, positive activities and relationships. Some highlights were a dads group for young fathers, the surf program through a continued partnership with Chill, and a college visit to Seattle that included time with a University of Washington basketball coach and players, museum visits, and outdoor activities. Employment was a significant highlight. This summer 20 youth obtained or maintained a job, and three more participated in employment workshops through an internship program at Partners in Careers. In total, 58% of intervention youth were employed or connected with job training over the summer.

Outreach Program Report
July 1- September 30, 2018

The overarching goal of this project is to help gang-affected youth build self-esteem and gain the tools to become healthy, productive adults. Key outcomes and preliminary results are outlined in the table below.

Project Goals and Outcomes						
Serve a minimum of 100 youth (50 Prevention & 50 Intervention)	Increased engagement in pro-social activities	Increased engagement in intervention services	Decreased rates of delinquent behavior	Improved academic performance	Decreased recidivism	Decreased gang involvement
PREVENTION 84 youth total at two sites	20% participated in prosocial activities twice a week or more 31% participated at least once a week	26 members were referred to food assistance, mentoring/tutoring, or counseling services	1 behavior referral was reported for prevention youth at Club in the past quarter	School district data not yet available	N/A	N/A
INTERVENTION 40 youth total 4 participants exited during this quarter due to relocation or lack of participation	30 out of 40 youth (75%) maintained or increased their engagement in pro-social activities 20 (50%) obtained or maintained employment	17 out of 40 youth (43%) accessed intervention referrals including academic support, help obtaining identification cards/passports, food assistance, counseling services, etc.	Interim law enforcement data reported separately	21 youth improved academic performance through reengagement in school, alternative education pathways and/or vocational programs Two of these youth started at Clark College.	Two youth offended or reoffended in the past quarter	Longitudinal data not yet available



Staff Report 173-18

TO: Mayor and City Council

FROM: Eric Holmes, City Manager

DATE: 11/19/2018

SUBJECT Second Amended Interlocal Agreement with Clark County Public Health for implementation of Kaiser Healthy Eating Healthy Living Grant and associated efforts, including installation of bike racks.

Key Points

- Clark County Public Health (CCPH) was awarded a Kaiser Healthy Eating Healthy Living grant to reduce obesity and chronic disease among residents of the Fourth Plain corridor area.
- The City is a project partner in the implementation of the grant as part of the Fourth Plain Forward initiative, and entered into an Interlocal Agreement with CCPH in August 2017 regarding the implementation plan; this agreement was amended on April 23, 2018, to extend and add an active recreation component.
- CCPH and City staff would like to amend the Interlocal Agreement a second time to allow for the purchase of bike racks and authorize the City to complete installation.

Strategic Plan Alignment

Goal 3, Objective 3.2: Improve services available to underserved or vulnerable residents.

Present Situation

In 2015, Clark County Public Health was successful in applying for a Kaiser Healthy Eating Healthy Living (HEAL) grant with the objective of reducing obesity and chronic disease among residents living in the Fourth Plain corridor area through increased physical activity. Working with Clark County Public Health and other project partners, two work plan elements were identified for which the City of Vancouver is the project lead: (1) evaluating strategies to prioritize pedestrian safety and access, consistent with the Fourth Plain Forward Action Plan; and (2) offering physical activity classes in City parks and/or the Marshall Center for program participants. The City and CCPH entered into an Interlocal Agreement in 2017, memorializing their partnership in administering the program and use of grant funds. The parties amended the agreement earlier this

year to provide for development and coordination of an “Rx Play Program,” which offers certain youth who would benefit from more physical activity access to the Marshall Center. City Staff and CCPH now wish to amend the agreement again to allow for the installation of bike racks along the Fourth Plain corridor and The Vine route and in Downtown Vancouver. Up to 21 bike racks will be purchased by Clark County Public Health utilizing a grant from Southwest Washington Accountable Community of Health (SWACH), which supports environmental changes that encourage healthy eating and physical activity. The City will receive the bike racks and install them at mutually agreed upon locations.

Advantage(s)

1. The interlocal agreement assists the City in promoting the health of City residents through active living.
2. The second amendment will allow the City to work with Public Health to install new bike racks along the Fourth Plain corridor and along The Vine route which will support active transportation options.

Disadvantage(s)

None

Budget Impact

The City will provide labor and necessary materials and equipment to install bike racks through the multimodal safety and accessibility project in the Street Funding Initiative - Capital Fund. No additional budget appropriation is needed.

Prior Council Review

None

Action Requested

On November 19, 2018, authorize the City Manager or his designee to sign the Second Amended Interlocal Agreement with Clark County Public Health to allow for the installation of bike racks.

David Perlick, Recreation Manager, 487-9314

ATTACHMENTS:

- ▢ Second Amendment to Interlocal Agreement

SECOND AMENDED INTERGOVERNMENTAL AGREEMENT
Between
CITY OF VANCOUVER
And
CLARK COUNTY PUBLIC HEALTH
AMENDMENT TWO HDC.988

This ~~first~~ *second* amended intergovernmental agreement between Clark County, hereinafter referred to as COUNTY, and City of Vancouver, Washington, hereinafter referred to as COV, is made and entered into pursuant to RCW 39.34 (Interlocal Cooperation Act). The COUNTY and COV entered the original intergovernmental agreement in August 2017, *a first amended agreement in April 2018*, and now enter this *second* amended agreement. Additional terms are noted in italics and deleted terms are struck through. All terms that are not struck through remain in full force and effect.

I. PURPOSE:

Funds provided through COUNTY as part of the Kaiser Permanente HEAL Grant award will be used by COV to hire a planning consultant to assist COV with Complete Streets multi-modal design and safety implementation in the Fourth Plain Corridor area and physical activity classes in the Fourth Plain Corridor in city parks and/or the Marshall Center. The project will focus on developing an implementation plan based on the goals and strategies identified in the 2015 Fourth Plain Forward Plan and evolving City Complete Streets programs and policies. Elements to be included (but not limited to) are: prioritizing sidewalk infill locations based on a set of project area specific criteria; identifying locations to add additional street lighting; identifying potential locations for street murals, and evaluating the potential of new crossing locations identified in the plan. The *Kaiser HEAL* project focus area is designated in the attached map.



This effort supports the mission purpose of this grant, to promote health and reduce obesity and chronic disease through active living. Creating an environment conducive to

safe multi-modal transportation is recognized as best practice for increasing walking and biking in urban areas. Anticipated improvements to the Fourth Plain Corridor resulting from this work will also serve to improve local economic development, community resilience and connectedness, which are keys to a safe and resilient community. In addition, funds will be used to support the RxPlay program that encourages families to be active. In collaboration with Sea Mar Health Clinics (Delaware location), youth who would benefit from more physical activity will receive a “prescription” for play. The prescriptions will allow families to access a three- month family pass at the Marshall Center at no cost. COUNTY staff and medical providers will help families to identify physical activity goals.

The COUNTY has also received a 1422 grant award through Southwest Washington Accountable Community of Health (SWACH), which supports environmental changes that encourage healthy eating and physical activity among Clark County adults. The COUNTY will provide COV with bike racks using part of the 1422 grant funds. Providing bicyclists with increased access to bike racks is an effort to encourage bicycling as a form of active transportation. COV will install up to 21 bike racks on COV property by December 31, 2018 as part of this Agreement.

II. STATEMENT OF WORK

The parties agree as follows:

1. Duration. The term of this agreement shall be from the date it is executed by both parties through ~~April 14, 2018~~ April 30, 2019 unless both parties agree to extend the termination date upon mutual written consent. Once this agreement has been executed it will replace the current Interlocal agreement HDC.797.
2. COV shall:
 - a) Develop a complete scope of work with deliverables and due dates for this project and obtain approval of the scope of work from COUNTY.
 - b) Utilize the COV’s competitive hiring process to identify and hire a person/entity to provide these services that include but are not limited to:
 - 1) Creating an implementation plan based on the goals and strategies identified in the 2015 Fourth Plain Forward Plan and evolving City Complete Streets programs and policies. This may include, but is not limited to:
 - a. Prioritizing sidewalk infill locations based on a set of project area specific criteria.
 - b. Identifying locations to add additional street lighting.
 - c. Identifying potential locations for street murals.
 - d. Evaluating the potential of new crossing locations identified in the plan.

- c) Maintain records that identify the source and application of funds.
- d) Include COUNTY in meetings to develop the Scope of Work (SOW) and/or monitor the progress of the consultant.
- e) Provide a progress report on the status of the work at the middle and end of the contracted period with the consultant.
- f) Attend monthly Healthy Neighborhood Coalition meetings on a regular basis to share results of this project with neighborhood stakeholders.
- g) COV shall submit invoices for reimbursement as set forth in Section IV. Compensation, and must include with each invoice, copies of consultant invoices billed during the period.
- h) Offer physical activity classes in the Fourth Plain Corridor in city parks and/or the Marshall Center. Classes will be inclusive to diverse populations and offered at no or low cost to participants. All program offerings must be planned in collaboration with County staff in order to be reimbursed for services.
- i) Work CCPH to develop and coordinate an Rx Play Program Orientation to be held at the Marshall Center location.
 - a. Develop regular hours for the Rx Coordinator to orient families, provide information about scholarship opportunities and encourage the use of the Marshall Center
- j) Provide lists of names of families who access the Marshall Center as part of the Rx Play Program.
 - a. The eligibility criteria should remain confidential.
 - b. Provide usage reports about which families redeemed their RxPlay at the Marshall Center and the frequency of visits to the Marshall Center by participating family and family members.
- k) *Work with COUNTY staff to determine bike rack locations and style.*
- l) *Install bike racks on COV property to encourage the use of active transportation (bicycling). Up to 21 bike racks will be purchased by Clark County for the following properties: Ester Short Park area, the Day Center, Evergreen Park and Open House (in the public right of way) and other locations. Bike racks will be installed by the COV by December 31, 2018.*

3. COUNTY shall:

- a) Assist COV with developing the consultant SOW to ensure it meets the intent of the Kaiser Permanente grant.

- b) Keep COV informed of any changes or developments in the focus of the Kaiser Permanente grant.
- c) Include COV in all partner meetings and meetings of the Healthy Neighborhood Coalition to update the neighborhood.
- d) Promote physical activity classes to target population and work with Parks and Rec staff to identify the most appropriate classes, locations, and marketing strategies for the target population.
- e) Purchase 3 month family Rx Play Program pass at a reduced rate of approximately \$60.00.
- f) Work with SeaMar Providers who will to provide referrals for children that they believe will benefit from having access to the Rx Play Program.
- g) *Purchase up to 21 bike racks using 1422 grant funds.*
- h) *Work with COV staff to identify bike rack locations and style.*

4. Quality of service will be assured as follows:

- a) Process Evaluation: Representatives from the COUNY and COV will evaluate performance of planning consultant at regular intervals during the contract term and when services are complete to review the process, implement improvements, and update work plans.

III. LIAISON RESPONSIBILITY

A designated representative will be identified as the liaison for both departments.

IV. FINANCING

1. COUNTY agrees to *purchase the items noted above* and pay COV for services performed as specified in Section II of the agreement. Total financial remuneration shall not exceed ~~\$17,643~~ \$18,643 with breakdown as follows:

Work Activity	Amount
Complete Streets multi-modal design and safety implementation	\$12,643
Physical Activity	\$5,000 \$6,000

2. COUNTY shall reimburse COV for costs incurred to hire a professional consultant for said services during the contract period.
 - a) Payments are on a reimbursement basis.
 - b) All awards made by COV shall be made on a reimbursement basis upon receipt of invoices for eligible expenses.

- c) Professional consultant shall be procured according to the state or local laws, whichever is more stringent.
 - d) Procurement records must detail rationale for procurement method, contract type selection, contractor selection or rejection, and contract price basis.
3. All invoices received from COV shall be received no less than every 90 days and no later than the 15th day of the month following the termination or expiration of the agreement to the following address:

Clark County Public Health
Finance Department
PO Box 9825
Vancouver, WA 98666-8825

NOTE: An invoice must be submitted no later than January 15, 2018 for all unbilled work completed in 2017, in order to allow the COUNTY to close out fiscal year 2017.

V. ADMINISTRATION

No new or separate legal or administrative entity is created to administer the provisions of this Agreement. This Agreement shall be individually administered by the respective parties. The parties agree to work cooperatively as indicated under Section II above.

VI. TERMINATION

Either party may terminate this contract by providing 30 days written notification.

VII. INDEMNIFICATION

Each party to this agreement shall be responsible for the negligence of its officers, employees, and agents in the performance of the agreement. No party to this agreement shall be responsible for the acts and/or omissions of entities or individuals not party to the agreement.

VIII. INSURANCE

Each party shall each be responsible for providing worker's compensation insurance as required by law. Neither party shall be required to provide or show proof of any other insurance coverage as long as the respective County remains a member in good standing with the Washington Counties Risk Pool or maintains alternate self-insured coverage comparable to the coverage provided by the Washington Counties Risk Pool.

IX. ADHERENCE TO LAW

Each party shall comply with all federal, state, and local laws and ordinances applicable to this agreement.

X. NON-DISCRIMINATION

Each party shall comply with all requirements of federal and state civil rights and rehabilitation statutes and local non-discrimination ordinances.

XI. ACCESS TO RECORDS

Each party shall have reasonable access to the books, documents and other records of the other which are related to this agreement for the purpose of examination, copying and audit, unless otherwise limited by law.

XII. SUBCONTRACTS AND ASSIGNMENT

Neither party will subcontract or assign anything outside of what is included in this agreement without the written consent of the other party.

XIII. CONFLICT OF LAW

Any provision herein that conflicts with any law, statute, or regulation is deemed inoperative to that extent and the remainder of the contract terms remains in full effect and force.

XIV. GOVERNING LAW

The laws of the State of Washington shall govern this agreement. Venue for any litigation shall be Clark County, Washington.

XV. CONFIDENTIALITY

All information obtained by the contractor shall remain confidential and shall be maintained in accordance with the Health Information Portability and Accountability Act.

XVI. THIS IS THE ENTIRE AGREEMENT

This agreement constitutes the entire agreement between the parties. Modifications to this agreement are valid only if made in writing and signed by all parties.

CITY OF VANCOUVER
A municipal corporation

Clark County, Washington

Eric Holmes, City Manager

Shawn Hennessee, County Manager

Date _____

Date _____

Contractor's Mailing Address:
PO Box 1995
Vancouver, WA 98668-1995
Attest:

Natasha Ramras, City Clerk
By: Carrie Lewellen, Deputy City Clerk

Approved as to form:

Bronson Potter, City Attorney



Staff Report 174-18

TO: Mayor and City Council

FROM: Eric Holmes, City Manager

DATE: 11/19/2018

SUBJECT Amendments to City of Vancouver Financial Policies

Key Points

- In addition to following all laws related to budgeting as outlined by RCW 35, the City has internal Financial Management Policies that are adopted by City Council and reviewed every two years during the budget development process. The Financial Management Policies are a compendium of all City policies that shape the Budget.
- Financial Policies change periodically to incorporate changes in the economic environment and to follow best practices.

Strategic Plan Alignment

N/A

Present Situation

Several minor changes to the financial policies are proposed:

- Changed the revenue recovery target for the Building Fund to 100% of the costs.
- Inflationary index, CPI that many of the City contracts are indexed to is proposed to be changed to Seattle-Tacoma-Bellevue, since the Portland-Vancouver-Salem index will no longer be published.

Advantage(s)

Maintains current City Financial Policies

Disadvantage(s)

None

Budget Impact

None

Prior Council Review

- City Manager's Recommended 2019-2020 Budget, posted on the web and provided to Council on October 1, 2018;
- Council Workshops on City Manager's Recommended 2019-2020 Budget, October 15 and October 22, 2018.

Action Requested

Adopt a resolution amending the City of Vancouver Financial Policies.

Natasha Ramras, Chief Financial Officer, 487-8484

ATTACHMENTS:

- ▣ Resolution
- ▣ Financial Policies

11/19/2018

Resolution No. M-_____

A RESOLUTION adopting and modifying certain City of Vancouver Financial Policies.

WHEREAS, in addition the laws related to budgeting as outlined by Title 35 RCW, the City has Financial Management Policies (Financial Policies) that are adopted by City Council and reviewed every two years during the budget development process;

WHEREAS, the goal of the Financial Policies is to ensure that the City maintains a healthy financial foundation into the future;

WHEREAS, periodically, certain adjustments to the Financial Policies are proposed to be made;

WHEREAS, the proposed changes to the Financial Policies include updated Building Fund recovery target and an update to the inflationary index to Seattle-Tacoma-Bellevue CPI.

NOW, THEREFORE,

BE IT RESOLVED BY THE CITY OF VANCOUVER:

Section 1. The City of Vancouver Financial Policies and the Financial policies as set forth in Staff Report 174-18 are hereby adopted in their entirety to take effect on January 1, 2019.

DATED this 19th day of November 2018.

Anne McEnerney-Ogle, Mayor

Attest:

Natasha Ramras, City Clerk
By: Carrie Lewellen, Deputy City Clerk

RESOLUTION - 1

Approved as to form:

E. Bronson Potter, City Attorney

RESOLUTION - 2

City Financial Policies

In addition to following all laws related to budgeting as outlined by RCW 35, the City has internal Financial Management Policies that are adopted by the City Council and reviewed every two years during the budget development process. The Financial Management Policies are a compendium of all city policies that shape the budget. The policies ensure that the City maintains a healthy financial foundation into the future. The goal of these policies is to promote:

- An extended financial planning horizon to increase awareness of future potential challenges and opportunities.
- Setting aside reserves for contingencies, replacement of capital equipment, and other similar needs.
- Maintaining the effective buying power of fees and charges and modifying cost recovery targets when appropriate to do so.
- Accountability for meeting standards for financial management and efficiency in providing services.
- Management of the city's physical assets to provide sustainable service levels into the future.
- Planning for the capital needs of the community and managing them for future use by citizens.
- Maintaining appropriate levels of debt while ensuring quality bond ratings.
- Investing public funds to provide maximum security with appropriate returns and timely liquidity.
- Communication to residents and customers on how the community goals are being addressed.

The policy statements are grouped by major category in alignment with the policy goals and are presented in the following order:

- Long Range Financial Planning and Resource Utilization
- Reserves
- Capital Planning and Asset Management
- Financial Asset and Liability Management

Long-Range Financial Planning and Resource Utilization

It is very important to the City to incorporate a long-term perspective and to monitor the performance of the programs competing to receive funding. Management will ensure compliance with the legally adopted budget. Purchases and expenditures will comply with legal requirements and policies and procedures as set forth by the City.

1. A **long-term forecast** of revenues and expenditures will be developed for all operating funds for the six-year period following the end of the current biennial budget.
2. The financial **impact** from budget decisions made during the development of the biennial budget will be reviewed in the context of the **six-year** forecast.
3. The operating budget will be based on the principle that **current operating expenditures**, including debt service, will be **funded with current revenues**. The budget will not use one-time (non-recurring) sources to fund on-going (recurring) uses, postpone expenditures, or use internal borrowing to fund operations. The budget will incorporate the best available estimates of revenues and expenditures.
4. **Performance management** will be utilized in the budget prioritization process to ensure alignment with city goals and strategic commitments. Performance data will be used to support budgetary decisions. Measures will be developed to reflect the City's efficiency and effectiveness. Status of key performance measures will be reported to council.
5. **Service levels will be defined and measured** in a manner that is based on results (e.g. units of service delivered, service quality & customer satisfaction) rather than resources allocated to provide the service.
6. The City will endeavor to maintain a **diversified general revenue base** to diminish the effects of short-term fluctuations in any given revenue. The goal is to have a combination of revenues that grow in response to a good economy and those that remain stable during times of economic downturn. Examples of the former include sales taxes, utility taxes, and building permit fees. Examples of the latter include property taxes, court fine revenues, and the gambling tax.
7. **Revenue estimates** will be developed using reasonably conservative, but realistic assumptions. Deviation of actual revenues from forecast shall not be greater than 2.5 percent. Revenues will be monitored and reported quarterly, including trends and year-end estimates.
8. **User fees and utility rates** in all funds will be based on balancing the full cost of providing the service, the competitive market, public benefit, community affordability and other appropriate policy considerations. Beginning on January 1, 2019, fees and rates will be adjusted annually at least by the CPI- W for the Seattle-Bellevue-Tacoma using the index for the 12 month period ending in June of the prior year to reflect increases in the costs of providing

services. Fees and rates will be reviewed every three to five years and further adjusted if necessary.

9. On a regular basis, the City will conduct **cost of service studies** to identify the full cost of providing services funded with fees. The calculation of full cost will include all reasonable and justifiable direct and indirect cost components.

10. Specific council policies related to **cost recovery targets** by specific program are listed below.

- Building Fee Cost Recovery Target: 100%
- Land Use Fee Cost Recovery Target (2010): 60%
- Development Review Fees in Transportation Target: 60%
- Recreation Fees Cost Recovery Target (2011): 72%

(The above target rates represent percentage of the full cost of providing the services, including city administrative costs, including Department administrative costs, cost of maintenance and operation of facilities that the services are provided from and maintenance and replacement of the equipment used.)

11. **Full cost recovery** will be targeted in the enterprise fund operations:

- City Utility Operations (water, sewer, storm water, solid waste)
- Pearson Airport (currently is fully recovering its operating costs)
- Parking Fund ((as of 2018 no longer anticipated to receive a General Fund subsidy)
- Tennis Center (the Center is operated by USTA, since September of 2018, but the General Fund will continue supporting indirect costs and up to \$10,000 per year in maintenance costs of the building)

12. **Overhead costs** will be appropriately shared by all operating funds as determined by the City's indirect cost allocation plan. The amount charged by the City for services provided under interlocal, or similar agreements, will include a factor to cover the city's overhead costs.

13. **Grants** that support city objectives and are consistent with high priority needs will be aggressively sought. Grants requiring a local match or a continuing city obligation to fund programs will be carefully considered prior to applying for the grant to ensure that ongoing resources will be available to meet the obligation. The City shall attempt to recover all allowable costs, direct and indirect, associated with the administration and implementation of the program funded through grants.

14. **Expenditures will be controlled** by an annual appropriated budget at the department/fund level. The City Council shall establish appropriations through the budget



process. The City Council does not require a re-appropriation of carry-forward funds in the second year of the biennium. New or increases in appropriations require council approval.

15. If a deficit is projected during the course of a fiscal year, the city will take steps to reduce expenditures, increase revenues, or, if the deficit is caused by an emergency, consider using one of the existing General Fund reserves. The City Manager may institute a variety of measures to ensure spending remains below reduced revenues.

16. The City's **classification and compensation plan** will be maintained in a manner consistent with the labor market by reviewing classification specifications and benchmarks, so that changes in the classification structure may coincide with the budget cycle. The City will compare employee compensation using a total compensation approach that includes the value of benefits. The City will target compensating employees at the market mean level, within its ability to pay. A schedule of pay ranges of non-represented staff will be attached to the budget for Council review adoption.

17. **Full-time positions** are controlled by full-time employee (FTE) at a city-wide level. Vacant positions may be borrowed between funds for a time-limited term. Positions may be overfilled with permission by the City Manager or designee for a limited time period in situations where maintaining minimum staffing, reducing personnel related costs, transferring knowledge, and providing a seamless transition between new, terminating, and retiring employees necessitates the overfill. Overfills will be managed within the fund/department budget appropriations.

18. Actual expenditures will be closely and frequently monitored. The comparison of budget to actual expenditures shall be reported to council on a quarterly basis.



Reserves

Reserves are an important indicator of the city's financial position and its ability to withstand adverse events. Maintaining reserves is a prudent management practice.

19. An **emergency General Fund reserve** will be maintained equal to 7% of actual external revenues in the preceding fiscal year in the General, Street, and Fire Funds. The emergency reserve is for unexpected, large-scale events where damage in excess of \$1 million is incurred and immediate, remedial action must be taken to protect the health and safety of residents (e.g. major flood, earthquake, etc.). In the event that these "emergency reserve" funds are used, the City shall restore the reserve to the full 7% level within a reasonable amount of time as necessitated by the scale of emergency. A clear plan will be developed to refill the reserve and the first significant deposit will occur the following fiscal year after the event.

20. The City will maintain additional **"working capital"** reserves, sufficient to fund, on average, 60-90 days of operations in each operating city fund. This reserve will address cash flow requirements and allow the City to operate without funding its operations through short-term borrowing.

21. The City will maintain a **"revenue stabilization"** reserve with a goal of reaching 2.5% of the current year's budget in the General Fund. This reserve may be used to provide funding to temporarily offset unanticipated fluctuations in on-going revenues or unanticipated events, such as unexpected external mandates, reductions in state-shared revenues, etc. The reserve funds will provide time for the City to restructure its operations in a deliberate manner to ensure continuance of critical city activities. If the reserve is spent down, it shall be restored within the following two years. This reserve could be utilized if there is an identified 3-6 month trend of reduced revenues.

22. An additional **"designated liability funding"** reserve will be created when the City accepts funding leading to future liabilities. The reserve will be equal to the stated liability in the future. If a federal or state grant requires local resources to fund the initiative after the grant expiration, the cost of funding the initiative is considered to be a liability that will be funded from the "designated liability funding" reserve.

23. The City will set aside a reserve to fund no less than fifty percent of the liability associated with accrued compensated absences in all city operating funds. Council may take action to designate reserves for a specific purpose. An example is council's designation of reserves representing proceeds from the sale of the Columbia Arts Center.

24. Funds in excess of the reserves will be considered **unassigned General Fund balance** and could be used to fund high-priority council-designated one-time purposes. This includes, but is not limited to funding accumulated currently unfunded deferred liabilities.

25. **Equipment replacement reserves** will be maintained in the equipment services capital fund sufficient to replace covered vehicles and heavy equipment at the end of their useful lives with like equipment. Equipment rates will include a factor to accrue the estimated replacement cost over the life of the equipment. Reserve balances and rates will be reviewed bi-annually for sufficiency.

26. **Technology equipment replacement reserves** will be maintained in the technology equipment replacement fund sufficient to repair covered equipment and major software systems for replacement at the end of its useful life.

27. A **liability self-insurance reserve** will be maintained to cover potential liability for tort claims. The unrestricted fund balance subtracts from available cash all the known claims against the City and those claims that might have occurred, but not yet reported. The fund balance will be based on the most recent actuarial study of the self-insurance fund. The actuarial study of the fund is to be performed no less frequently than once every two years.

28. A **benefits self-insurance reserve** will be maintained to cover two months' of costs associated with benefit insurance premiums. Additional reserve might be set, as needed, to smooth out annual health insurance cost increases over time. Self-insured health insurance reserves will be maintained at a level consistent with State of Washington requirements for self-insured benefit plans.

29. **Fire pension** benefit obligations will be addressed by annual contributions to the fire pension fund in accordance with recommendations in the most recent actuarial study, as required by R.C.W. 41.16.050. (Note: This is a "closed" plan with no new participants.) The current number of members who are retired and receiving pension payments from the city is 33 with no additional members on active duty. City obligations arise only for those firefighters hired prior to March 1, 1970. The State of Washington has assumed all obligations for those hired on or after that date.

In addition to the pension payments, the City is also responsible for life-time medical benefits for the 59 retired members. The City contribution includes the projected annual pension payments for the retired members eligible for retirement benefits and projected annual medical benefit payments for those retired members eligible for medical and long-term coverage.

30. **Police pension** benefit obligation will be funded on a pay-as-you-go basis by making contributions to the police pension fund in an amount sufficient to meet police pension benefit obligations. (Note: this is a "closed" plan with no new participants). The current number of members who are retired and receiving pension payments from the city is 14, with no additional members on active duty. City obligations arise only for those police officers hired prior to March 1, 1970. The State of Washington has assumed all obligations for those hired on or after that

date.) In addition to the pension payments, the city is also responsible for the member's life-time medical benefits of 40 retired members and none on active duty.

31. A **facilities asset management and replacement reserve** shall be established in a separate fund to provide for major maintenance and building replacement of the major city facilities at the end of their useful life. This policy currently applies to facilities of the first and second tiers as defined using contemporary asset management practices.

Capital Planning and Asset Management

Asset management is a systematic process whereby the assets of the city (i.e. water system, sewer system, transportation system, property, buildings, etc.) are operated, maintained, replaced and upgraded cost-effectively. It includes operations and maintenance costs, as well as capital investments which can take the form of new construction, rehabilitation, or replacement.

32. Asset management best practice involves managing the performance, risk and expenditures on infrastructure assets in an optimal and sustainable manner throughout their lifecycle covering planning, design, construction, operation, maintenance, and disposal. The City shall integrate the principles and best practices of asset management such as those embodied in the *International Infrastructure Management Manual* in the management of its assets.

33. **Asset inventory** will be maintained with maintenance, repair and deferred maintenance costs identified and updated on an annual basis.

34. **Maintenance** of city assets shall be addressed on a current need, rather than deferred into the future.

35. In 2015, Council adopted a new **Street Funding Program** in response to formal recommendations from a citizen-led effort. Revenues from this program were established to supplement without supplanting street funding resources identified in the 2015-2016 Adopted Biennial Budget. Annual reporting to Council and the residents of outcomes achieved through the Street Funding Initiatives Program has been initiated in 2017 and shall continue into the future. The City will maintain funding of the **Pavement Management Program** at no less than that in the 2015-2016 Biennial Adopted Budget level increased by an appropriate inflationary factor, if necessary. To ensure accountability and transparency, the increase in program level funded by the new Street Funding Program revenue sources will be fully costed, budgeted for and spent from special funds created to track direct operating, capital and administrative expenses. Annual reporting of the outcomes will be published for the residents and the City Council prior to the end of the first quarter of each year for the prior year beginning for fiscal year 2016.

36. The City will redirect to the new Street Funding Program expiring debt service budget from pre-2015 debt issues for transportation projects, beginning with debt expiring in 2016.

- 
37. A **six-year city-wide Capital Improvement Program** shall be developed annually and shall provide a prioritized list of reasonably funded projects and those in process of securing funding. Capital improvement plans for utility assets shall be updated no less frequently than every two years. The comprehensive plan will identify longer-term capital needs by program area.
38. Funding for capital projects, including major facilities maintenance projects, will be allocated in a manner that balances community needs with city priorities, the potential for attracting matching funds, and the ability to reduce or limit expenses in future years.
39. The City's objective is to incorporate a **"pay-as-you-go"** approach (using available cash and current resources) in the Capital Improvement Program. Proceeds from the sale of city capital assets no longer utilized in operations will be deposited consistent with the initial ownership of the asset and invested in the highest priority city capital projects.
40. The capital budget will be adopted at the same time the City operating budget is adopted. The capital budget will only include fully funded projects. The capital budget will only contain projects identified in the Capital Improvement Program.
41. A **capital repair appropriation** will be maintained for unanticipated major repairs of general operating facilities and for emergency replacement of general fund equipment. Additions to the capital repair contingency reserve will be made based on council directions.
42. **Impacts on net annual operating and maintenance costs** will be identified as part of the funding considerations for new capital projects such as buildings, parks and street enhancements. This includes identifying potential reductions in maintenance costs if improvements are funded. The necessary funds to operate the capital facility will be identified at the time the capital budget is adopted.
43. In order to provide long-term sustainable utility services, the city will structure utility rates so that system reinvestment including major repair, rehabilitation and replacement of utility assets can be fully funded on an ongoing basis in accordance with the city's "pay as you go" policy. This will be achieved through a plan of smaller incremental rate increases to maintain affordability. As identified by the utility capital improvement plan, rates will also include an investment component for capacity improvements and system expansion.
44. A **system development reserve** will be maintained to fund growth related capital costs. All systems development charge revenue will be contributed to the fund.



Financial Asset and Liability Management

Investment Policies

45. The City will invest public funds in a manner which will provide maximum security of principal with the highest investment return, while meeting the daily cash flow demands of the City. Detailed policies are found in Exhibit A – Investment Policies.
46. The City will conform to all state and local statutes governing the investment of public funds.
47. All investment security transactions will be conducted on a delivery-versus-payment (DVP) basis.
48. The City will only deposit money with financial institutions qualified by the Washington Public Deposit Protection Commission and in accordance with the provisions of RCW 39.58.
49. The City will issue Request for Proposals (RFPs) for banking services, safekeeping, trust services, and other contracts related to financial services.

Debt Management Policies

50. The City will attempt to pay for capital projects on a “pay-as-you-go” basis. However, if debt is required, the City will follow debt policies as detailed in Exhibit B – Debt Management Policy.
51. The City will issue debt in conformance with the requirements of its statutory general obligation debt limits. The non-voted debt limit is a sub-part of that limit.
52. The City will reserve 10% of its non-voted debt capacity as a contingency against unforeseen emergencies requiring the issuance of debt.
53. The City shall not exceed 85% of the non-voted legal debt limit, excluding the 10% reserved for emergency purposes.
54. The City’s annual debt service payments will not exceed 10% of the total General Fund annual expenditure appropriation.
55. Any Capital projects financed through the issuance of bonds shall be financed for a period not to exceed the expected useful life of the project.
56. The City will adhere to all post-debt-issuance compliance policies as described in Exhibit B – Debt Management Policy.



Staff Report 175-18

TO: Mayor and City Council

FROM: Eric Holmes, City Manager

DATE: 11/19/2018
12/17/2018

SUBJECT Affinity Right-of-Way Vacation

Key Points

- Right-of-way vacation of approximately 25,235 square feet of improved street right-of-way associated with NE 51st Circle, located at the west dead-end of NE 51st Circle;
- There are existing utilities within the proposed vacation area;
- Staff recommends that a conveyance of a nearby parcel be accepted to compensate for the vacated area in lieu of payment.

Strategic Plan Alignment

N/A

Present Situation

Staff has received a request from Affinity at Vancouver LLC and Weston Investment Company LLC (the Applicants) to vacate a portion of the loop at the west dead-end of NE 51st Circle, located west of NE 112th Avenue, east of I-205, and south of SR-500. The right-of-way is specifically located within the Northeast Quarter and the Southeast Quarter of Section 16, Township 2 North, Range 2 East, Willamette Meridian, and within the Thomas Nerton Donation Land Claim (DLC).

The right-of-way proposed to be vacated currently serves as part of a turnaround loop at the dead end of NE 51st Circle. The loop provides public street and utility services to five parcels; four of these parcels are owned by the Applicants, the fifth parcel is owned and maintained by the City and constitutes a portion of Kevanna Neighborhood Park.

The Applicants intend to combine the vacated area with their three adjacent parcels to create a single lot for the development of a 170-unit senior housing community. The three project parcels are located at 10400, 10420, and 10500 NE 51st Circle (parcel numbers 159849000, 159848000, 159847000). The proposed area of vacation is less than half the existing right-of-way frontage of the Applicants' properties, the remainder of the half will be kept as right-of-way to

protect existing trees.

In exchange for vacation of the right-of-way, the Applicants will convey a nearby parcel to the City. The Applicants will also remove the existing loop road, construct a standard cul-de-sac turnaround to replace the loop road, and construct a new access and parking for Kevanna Neighborhood Park.

Staff recommends that the petition to vacate be approved. Staff has reviewed the City's Transportation Systems Plan and determined there is no future need for this right-of-way. Therefore, vacation of this right-of-way will have no adverse impact on City transportation assets. Further, vacation of this right-of-way will relieve the City from ongoing surface maintenance responsibilities typical for commercial streets; including regular pavement maintenance, repair of concrete structures, street sweeping, and other services.

Staff has contacted all utility owners with facilities potentially located within the subject area. The City of Vancouver has utilities within the area of the proposed vacation, including a domestic water main, sanitary sewer main, and associated appurtenances. In addition, Clark Public Utilities has electrical lines running through a portion of the subject area. Therefore, the City will retain a public utility easement under and over the entire vacated area for the construction, repair and maintenance of all public utilities and services.

RCW 35.79.030 and VMC 11.05.120 allow the City to collect compensation for the value of public right-of-way that is vacated. VMC 11.05.120(F) authorizes the City to accept conveyance of other property in lieu of the payment required. As previously noted, the Applicants are proposing to convey a nearby parcel in exchange for the vacated right-of-way. This parcel is located at 10601 NE 51st Circle (parcel number 159851000), on the other side of the right-of-way that is proposed to be partially vacated, and adjacent to Kevanna Park. The City's Parks Department believes parcel 159851000 would provide a public benefit as additional green space and for potential park expansion.

In support of this proposal, the Applicants have provided an appraisal from a certified professional land appraiser. Based on the information provided in the appraisal, the market value of the proposed vacation area is \$230,000, while the total market value of parcel 159851000 is estimated to be \$210,000. In addition to conveying parcel 159851000 to the City, the Applicants will pay the difference in property value (\$20,000) to the City prior to the right-of-way vacation becoming effective.

As previously noted, the right-of-way has historically been used to provide public street and utility services to the adjacent commercial parcels and the City park property. The City has maintained this portion of NE 51st Street in a fashion similar to that of other commercial streets, performing regular maintenance to the pavement, street sweeping and other services. Also, the street has been part of a dedicated public right-of-way for 25 years or more, and the vacated area will be utilized by the applicant for their proposed senior housing development. Based on these circumstances and the investment made by the City, staff recommends acceptance of parcel 159851000 and payment of \$20,000 as compensation for the full value of the right-of-way vacation area. The parcel should be conveyed and the \$20,000 paid to the City prior to the right-of-way vacation becoming effective.

Advantage(s)

1. Allows the vacated property to be placed on the tax rolls.
2. Facilitates pending development of existing adjacent properties.
3. Provides the City with additional property for expansion of the Burnt Bridge Creek Greenway.

Disadvantage(s)

The property acquired by the City in exchange for street vacation (parcel number 159851000) will no longer be included on the tax rolls and the City will become responsible for maintaining the property.

Budget Impact

The \$20,000 will be deposited in the Transportation Capital Fund and applied towards the costs of capital projects. There will be an incremental impact on the cost of maintenance of the park due to expanded footprint, but the support will be provided within current staffing and no additional budget request will follow.

Prior Council Review

None

Action Requested

On Monday, November 19, 2018, adopt a resolution fixing the time to hear and determine the petition to vacate a portion of street right-of-way associated with the turnaround loop at the west dead-end of NE 51st Circle located west of NE 112th Avenue, east of I-205, and south of SR-500, within the Northeast Quarter and the Southeast Quarter of Section 16, Township 2 North, Range 2 East, Willamette Meridian, and within the Thomas Nerton DLC, setting the date of public hearing for December 17, 2018

Eric Hahn, Senior Civil Engineer, 487-7702

ATTACHMENTS:

- ▣ Street Vacation Application - Exhibits A-F
- ▣ Resolution
- ▣ Ordinance
- ▣ Property Appraisal Report

This staff report references the terms and conditions of the request for approval. Any document referred to herein and that is not attached may be reviewed prior to the City Council meeting in the office of the City Manager. Documents may be reviewed following scheduled Council meetings in the office of Central Records, 415 West 6th Street, Vancouver, WA. Office hours are 8:00 a.m. to 5:00 p.m., Monday through Friday.



Building Permit Application

STREET VACATION (ROW)

CITY OF VANCOUVER

Submit to: 415 W 6th ST ~ Vancouver, WA 98660
PO Box 1995 ~ Vancouver, WA 98668
Phone (360) 487-7800 Fax (360) 487-7808
www.cityofvancouver.us

STREET VACATION INFORMATION AND LOCATION	
Job site address: 10400, 10420, & 10500 NE 51st Cir	
Suite/bldg./apt #:	
Project name (if applicable): Affinity at Vancouver	
Tax Assessor Serial Number: 159847000, 8000, & 9000	
Nearest intersection if no site address:	
DESCRIPTION OF WORK	
Vacate a small portion of 51st Circle loop road to create a buildable lot and construct a 170 unit senior living community. The loop road will be replaced by a cul-de-sac with landscaping, new Kevanna park parking, and park entrance.	
☒ APPLICANT	☒ CONTACT PERSON
Business name: Affinity at Vancouver, LLC	
Contact name: Robert Ketner	
Address: 120 W. Cataldo Ave, suite 100	
City/State/Zip: Spokane, WA 99201	
Phone: () 509-321-3204	Fax: () 509-922-2251
E-mail (required): robertk@inlandconstruction.com	
☒ PROPERTY OWNER	☐ TENANT
Name: Weston Investment Co. LLC	
Address: 2154 NE Broadway, suite 200	
City/State/Zip: Portland, OR 97232	
Phone: () 503-284-9005	Fax: ()
☐ CONTRACTOR	
Business name: TBD	
Contact name:	
Address:	
City/State/Zip:	
Phone: ()	Fax: ()
WA State Contractor License #:	

MINIMUM SUBMITTAL REQUIREMENTS		
- Any fees associated with the application - Written narrative (including vacation proposal and square footage of area to be vacated) - Survey information including - Meets and bounds - Boundary description - Letter requesting vacation (signed by current owner on record)		
RECOMMENDED SUBMITTAL REQUIREMENTS		
Appraisal (prepared by Washington State licensed appraiser)		
TIMELINES		
- The City of Vancouver has 14 calendar days to deem an application Fully Complete (FC). - The City of Vancouver has 30 calendar days to make a determination regarding the request for right-of-way vacation. - After a determination has been made, public hearings will be held within 60 days.		
FEES		
Per ordinance #M-1993, the applicable filing fees are listed below based upon the size of area proposed to be vacated.		
Size of area	0 to 4,000 square feet	\$150.00
	4,000 to 10,000 square feet	\$250.00
	In excess of 10,000 square feet	\$500.00
All street vacation approval is subject to City Council approval and Public Hearing process		
REQUIRED SIGNATURES		
Applicant signature:		
Print name: Robert Ketner		Date: 4/27/18
Property owner signature:		
Print name: Joseph Weston		Date: 4/27/18



Inland Group

Comprehensive Multifamily Construction & Development Services

June 27, 2018

Affinity at Vancouver ROW Vacation Narrative

We are requesting a right of way vacation and transfer of approximately 0.58 acres of the vacated property, consisting of a portion of the loop road at the end of NE 51st Circle in Vancouver, Washington. The subject property is legally described in Exhibit A and depicted in Exhibit B. The vacated property will be combined with the three adjacent parcels to the north and west, to create a single developable lot for a 170-unit senior housing community to be known as Affinity at Vancouver.

In exchange for the 0.58 acres, we are proposing to transfer to the City the entire 1.92 acre parcel adjacent to the loop road. This parcel (Clark County Parcel No. 159851000, with a street address of 10601 NE 51st Circle), as shown on Exhibit F, is also adjacent to Kevanna Park and has a substantial number of mature trees (so may be used for park expansion and/or tree preservation purposes). Following the right of way vacation, in conjunction with the development and construction of Affinity at Vancouver, we would create a cul-de-sac turnaround at the new end of NE 51st Circle (to replace the loop road), remove and replace any loop road impervious surfaces and improvements, create a new parking area for Kevanna Park, and create a new park entrance as desired by the Parks Department. A concept drawing of our proposed new park entrance and parking is attached as Exhibit D. The park area could be reconfigured to incorporate the remaining city owned property within the loop road and the 1.92 acre parcel transfer.

This vacation of right of way (and elimination of the loop road) has been generally supported in previous conversation with City staff (including the Parks and Transportation Departments). Due to the secluded nature of the loop road, we understand it has become an overnight parking area for large trucks, a rest area for transients, and a location where deviant activity has become common place (none of which correspond well with Kevanna Park). Vacating the right of way will eliminate the unintended and undesired uses of the loop road, as will the presence of the Affinity at Vancouver project. An active resident population who care about the neighborhood will place "eyes on the street" helping to keep Kevanna Park a safe, peaceful, and friendly place.

Thank you for your consideration. Please feel free to contact us should you have any questions.

Sincerely,

Applicant
Robert Ketner
Affinity at Vancouver, LLC
509-321-3204
robertk@inlandconstruction.com

Property Owner
Joseph Weston
Weston Investment Co., LLC
503-284-9005
joe@westoninv.com

Attachments:

Exhibit A – ROW Vacation Legal Description

Exhibit B – ROW Vacation Survey

Exhibit C – Affinity at Vancouver Site Plan

Exhibit D – Kevanna Park Entrance & Parking Concept

Exhibit E – ALTA Survey of Existing Conditions

Exhibit F – Parcel Map of Proposed Land to Exchange/Expand Kevanna Park

EXHIBIT "A"

RIGHT OF WAY RELINQUISHMENT FROM THE CITY OF VANCOUVER LEGAL DESCRIPTION

A portion of that real property conveyed to Clark County, Washington by statutory warranty deed recorded June 5, 1989 under Auditor's File No. 8906050062 for N. E. 51st Street R. I. D. Right-of-Way, situate in the Thomas Nerton D. L. C., Section 16, Township 2 North, Range 2 East, W.M. in the City of Vancouver, County of Clark, State of Washington and being more particularly described as follows:

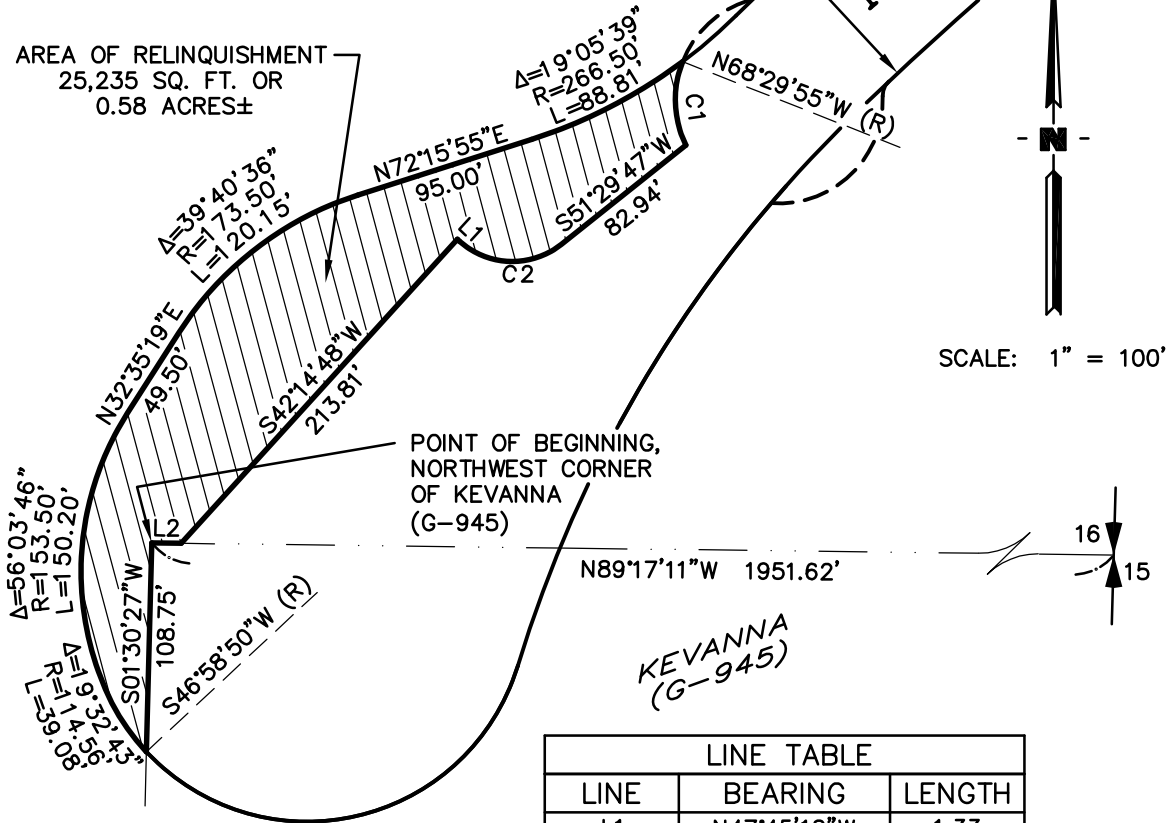
COMMENCING at the East quarter corner of said Section 16; thence North 89°17' 11" West 1951.62 feet along the north line of *KEVANNA* according to the Plat thereof recorded in Book "G", page 945 in the records of Clark County, Washington, to the northwest corner thereof and the POINT OF BEGINNING; thence South 1°30' 27" West 108.75 feet along the west line of said *KEVANNA* to a point on the described right-of-way line according to said statutory warranty deed recorded under Auditor's File No. 8906050062, said point being on a curve having a radius of 114.56 feet, the center of which bears North 46°58' 50" East; thence, along the said described right-of-way, northerly along said curve through a central angle of 19°32' 43", an arc distance of 39.08 feet to a point of compound curve having a radius of 153.50 feet; thence northerly along said curve through a central angle of 56°03' 46", an arc distance of 150.20 feet; thence North 32°35' 19" East 49.50 feet to the beginning of a tangent curve to the right having a radius of 173.50 feet; thence northeasterly along said curve through a central angle of 39°40' 36", an arc distance of 120.15 feet; thence North 72°15' 55" East 95.00 feet to the beginning of a tangent curve to the left having a radius of 266.50 feet; thence northeasterly along said curve through a central angle of 19°05' 39", an arc distance of 88.81 feet to the cusp of a curve to the left having a radius of 54.00 feet, the center of which bears South 68°29' 55" East; thence, leaving said described right-of-way, southerly along said curve through a central angle of 47°33' 51", an arc distance of 44.83 feet; thence South 51°29' 47" West 82.94 feet to the beginning of a tangent curve to the right having a radius of 41.00 feet; thence westerly along said curve through a central angle of 80°45' 01", an arc distance of 57.78 feet; thence North 47°45' 12" West 1.33 feet; thence South 42°14' 48" West 213.81 feet to a point on said north line of *KEVANNA*; thence North 89°17' 11" West 15.34 feet along said north line of *KEVANNA* to the point of beginning. Said described parcel contains 25,235 square feet or 0.58 acres, more or less.



EXHIBIT "B"

RIGHT OF WAY DESCRIBED
IN STATUTORY WARRANTY
DEED NO. 8906050062.

AREA OF RELINQUISHMENT
25,235 SQ. FT. OR
0.58 ACRES±



LINE TABLE		
LINE	BEARING	LENGTH
L1	N47°45'12\"W	1.33
L2	N89°17'11\"W	15.34

CURVE TABLE			
CURVE	DELTA	RADIUS	LENGTH
C1	47°33'51\"	54.00	44.83
C2	80°45'01\"	41.00	57.78

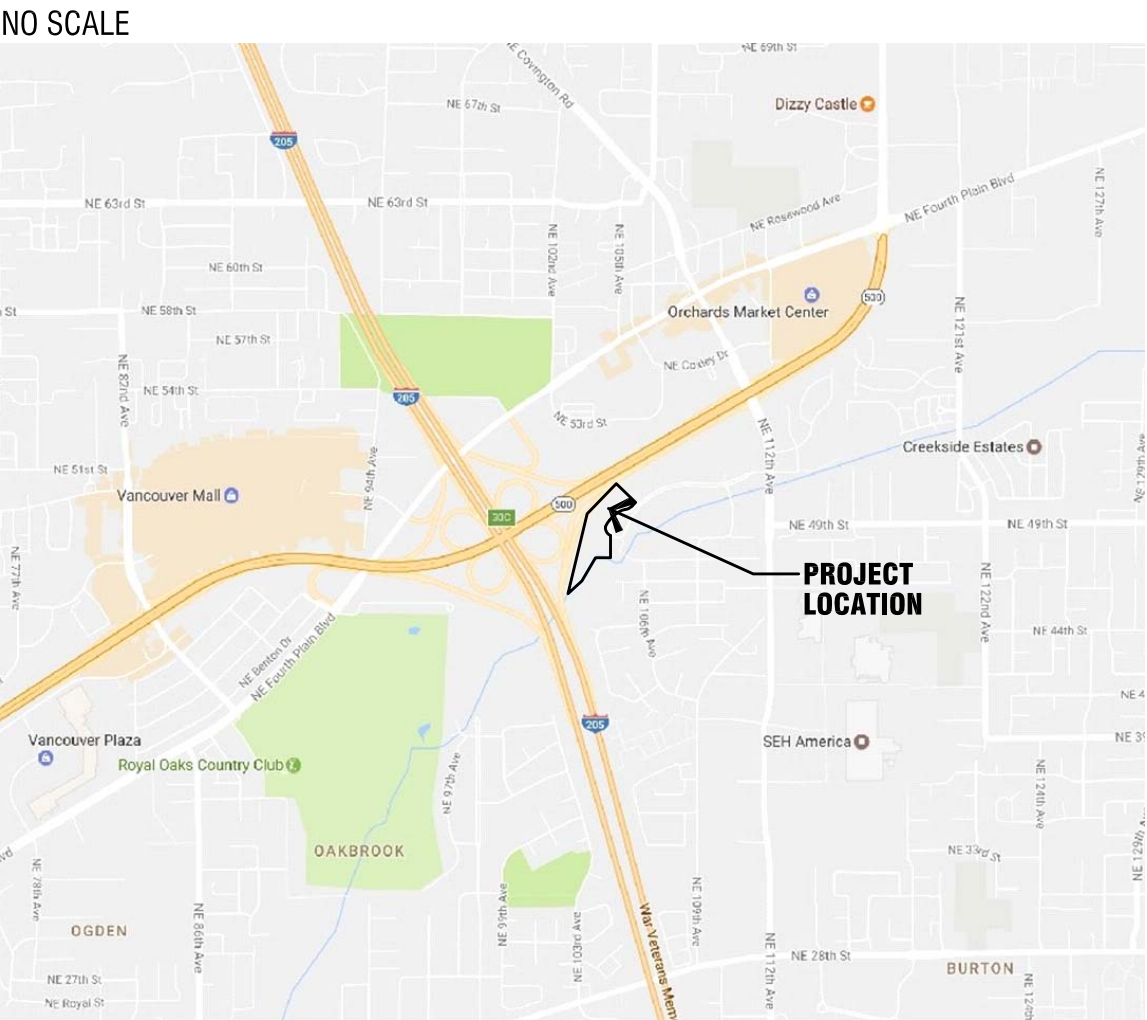


RIGHT OF WAY RELINQUISHMENT
NE 51st CIRCLE
FROM THE CITY OF VANCOUVER
IN THE THOMAS NERTON D.L.C.
IN SECTION 16, T 2 N, R 2 E, WM
CLARK COUNTY, WASHINGTON



DURYE & ASSOCIATES
2702 N. Perry Street
Spokane, WA 99207
JOB NO. 17-2315

VICINITY MAP



AERIAL MAP



PROJECT DIRECTORY

DEVELOPER: AFFINITY AT VANCOUVER, LLC
220 W. CATALDO, SUITE 100
SPOKANE, WA 99201
(509) 321-3205

ARCHITECT: THE ARCHITECTS OFFICE, PLLC
499 MAIN ST.
BOISE, IDAHO 8372
(208) 343-2931

Exhibit C



SITE DATA

SCALE: 1"=40'-0"

PROPERTY AREAS:
PARCEL 1: 77,538 ± S.F. 1.78 ± ACRES
PARCEL 2: 79,085 ± S.F. 1.82 ± ACRES
PARCEL 3: 198,756 ± S.F. 4.56 ± ACRES
TOTAL: 355,379 ± S.F. 8.16 ± ACRES

PROPOSED MAIN BUILDING:
OCCUPANCY: R-2
CONSTRUCTION TYPE: V-A
HEIGHT: 4 STORIES
UNITS: 170
FOOTPRINT: 46,370 ± S.F.
TOTAL AREA: 180,154 ± S.F.

PROPOSED POOL BUILDING:
OCCUPANCY: A-3
CONSTRUCTION TYPE: V-B
HEIGHT: 1 STORY
AREA: 5,347 ± S.F.

PROPOSED GARAGE BUILDINGS:
OCCUPANCY: U
CONSTRUCTION TYPE: V-B
HEIGHT: 1 STORY
NUMBER OF BUILDINGS: 5
AREAS: 2,728 ± S.F. - 4,224 ± S.F.

PROPOSED PARKING:
STANDARD OPEN STALLS: 162
OPEN ACCESSIBLE STALLS: 11
STANDARD GARAGE STALLS: 62
ACCESSIBLE GARAGE STALLS: 2
TOTAL PARKING: 237 (1.4/unit)

BUILDING DATA

	GROSS*
FIRST FLOOR	
FIRST FLOOR: NORTH WING	12,759 S.F.
FIRST FLOOR: CENTER CORE	17,598 S.F.
FIRST FLOOR: SOUTH WING	16,013 S.F.
TOTAL FIRST FLOOR	46,370 S.F.
SECOND FLOOR	
SECOND FLOOR: NORTH WING	12,921 S.F.
SECOND FLOOR: CENTER CORE	17,645 S.F.
SECOND FLOOR: SOUTH WING	16,172 S.F.
TOTAL SECOND FLOOR	46,738 S.F.
THIRD FLOOR	
THIRD FLOOR: NORTH WING	12,921 S.F.
THIRD FLOOR: CENTER CORE	14,430 S.F.
THIRD FLOOR: SOUTH WING	16,172 S.F.
TOTAL THIRD FLOOR	43,523 S.F.
FOURTH FLOOR PLAN	
FOURTH FLOOR: NORTH WING	12,921 S.F.
FOURTH FLOOR: CENTER CORE	14,430 S.F.
FOURTH FLOOR: SOUTH WING	16,172 S.F.
TOTAL FOURTH FLOOR	43,523 S.F.
TOTAL BUILDING	180,154 S.F.

* AS MEASURED TO OUTSIDE FACE OF WALL NOT INCLUDING EXTERIOR CANOPIES AND DECKS.

UNIT TYPE DATA

UNIT	FLOOR	BUILDING	TUB	SHOWER	HUD NET AREA*	UNIT GROSS AREA**	UNIT GROSS TOTAL
1	2	3	4	TOTAL			
A-1s	1	1	1	3	457	495	1,485
A-2	1	1	1	4	457	495	1,980
A-HC	1	1	1	1	457	495	495
TOTAL A UNITS (STUDIO)							8 4.71%
B-1	8	8	7	7	30	553	595 17,850
B-2s	4	4	4	4	16	638	684 10,944
B-3	1	2	2	2	4	553	600 2,400
B-4s	2	2	2	2	8	549	592 4,736
B-5s	2	2	2	2	8	549	592 4,736
B-HC	1	1	1	1	4	553	595 2,380
TOTAL B UNITS (1-BED)							70 41.18%
C-1	2	2	2	2	8	737	791 6,328
C-5s	1	1	1	1	4	766	821 3,284
C-HC	1	1	1	1	4	766	821 3,284
TOTAL C UNITS (2-BED/1-BATH)							16 9.41%
C-2	1	1	3	3	8	757	810 6,480
C-3s	3	3	3	3	12	794	849 10,188
C-4s	3	3	3	3	12	936	1,000 12,000
C-6s	1	1	1	1	4	786	840 3,360
TOTAL C UNITS (2-BED/1.5-BATH)							36 21.18%
D-1s	2	2	2	2	6	951	1,007 6,042
D-2s	1	1	1	1	3	863	922 2,766
D-3s	1	1	1	1	3	894	952 2,856
D-4s	1	1	1	1	4	1119	1,192 4,768
D-5s	2	2	2	2	6	1132	1,197 7,182
D-6s	2	2	2	2	2	966	1,029 2,058
D-7s	1	1	1	1	4	1123	1,196 4,784
D-8s	2	2	2	2	8	966	1,025 8,200
D-9s	1	1	1	1	4	962	1,020 4,080
TOTAL D UNITS (2-BED/2-BATH)							40 23.53%
TOTALS	38	42	45	45	170	94	116 134,666

* AS MEASURED TO INSIDE FINISH OF WALL NOT INCLUDING EXTERIOR PATIOS AND DECKS. PER HUD REQUIREMENTS.
** AS MEASURED TO OUTSIDE FACE OF WALL NOT INCLUDING EXTERIOR PATIOS AND DECKS.

UNIT KEY:
A = STUDIO
B = (1) BEDROOM (1) BATHROOM
C = (2) BEDROOM (1) BATHROOM & (1.5) BATHROOM
D = (2) BEDROOM (2) BATHROOM
HC = HANDICAP ACCESSIBLE (TYPE A DWELLING UNIT)
S = ROLL-IN SHOWER

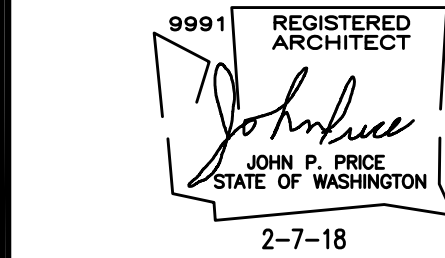


PROJECT

AFFINITY AT VANCOUVER

NW 51ST STREET
VANCOUVER, WASHINGTON

SEAL



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FILE

DATE

MARCH 9, 2018

FILE NO.

17-208 A1.0

DRAWN

JOHN PRICE

REVISIONS

SHEET

A1.0
SITE PLAN

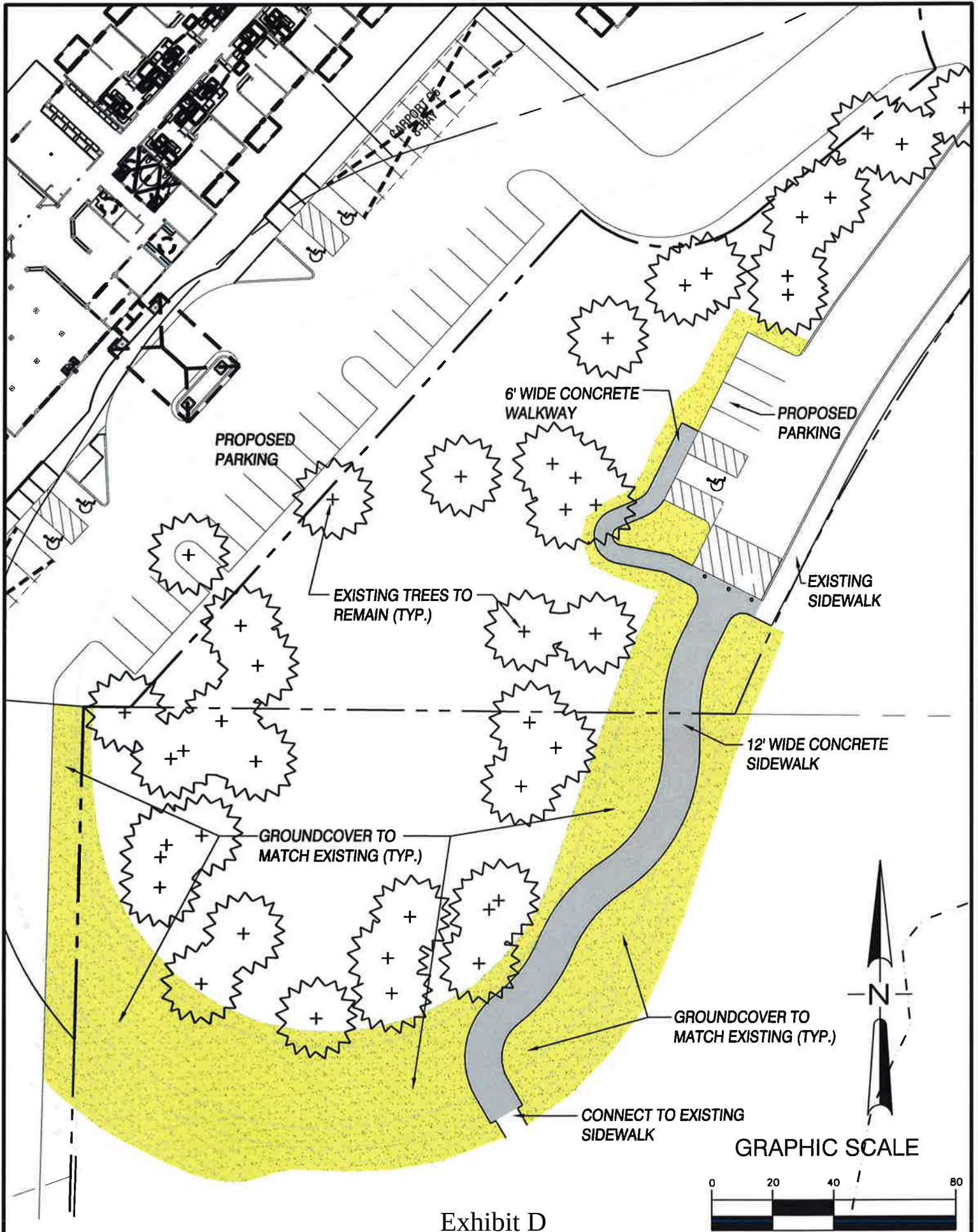


Exhibit D

LEGAL DESCRIPTION:

PARCEL I:
A PARCEL OF PROPERTY IN THE THOMAS NERTON DONATION LAND CLAIM, IN SECTION 16, TOWNSHIP 2 NORTH, RANGE 2 EAST OF THE WILLAMETTE MERIDIAN, CLARK COUNTY, WASHINGTON, BASED ON A RECORD OF SURVEY BY OLSON ENGINEERING, INC. IN AUGUST 1988 NOT YET RECORDED AND DESCRIBED AS FOLLOWS:
COMMENCING AT THE SOUTHEAST CORNER OF THE NORTHEAST QUARTER OF SECTION 16; THENCE NORTH 01°35'45" EAST ALONG THE EAST LINE OF SAID SECTION 16 A DISTANCE OF 1385.99 FEET; THENCE NORTH 88°24'15" WEST 219.44 FEET TO AN ANGLE POINT IN THE SOUTHERLY RIGHT-OF-WAY LINE OF SR-500; THENCE NORTH 75°34'10" WEST ALONG SAID SOUTHERLY RIGHT-OF-WAY LINE 152.48 FEET TO AN ANGLE POINT THEREIN; THENCE SOUTH 61°07'11" WEST ALONG SAID SOUTHERLY RIGHT-OF-WAY LINE 1650.35 FEET TO THE EASTERLY RIGHT-OF-WAY LINE OF I-205; THENCE SOUTH 45°44'48" WEST ALONG SAID EASTERLY RIGHT-OF-WAY LINE 111.28 FEET TO THE TRUE POINT OF BEGINNING; THENCE SOUTH 45°44'48" WEST ALONG SAID EASTERLY RIGHT-OF-WAY LINE 243.72 FEET; THENCE SOUTH 44°15'12" EAST 384.10 FEET TO A 1500.00 FOOT RADIUS CURVE TO THE RIGHT WITH A TANGENT BEARING OF NORTH 37°06'50" EAST INTO SAID CURVE; THENCE ALONG SAID 1500.00 FOOT RADIUS CURVE TO THE RIGHT 244.57 FEET TO A POINT THAT BEARS SOUTH 44°15'12" EAST FROM THE TRUE POINT OF BEGINNING; THENCE NORTH 44°15'12" WEST 367.22 FEET TO THE TRUE POINT OF BEGINNING.
EXCEPTING THEREFROM THAT TRACT CONVEYED TO CLARK COUNTY, WASHINGTON, A MUNICIPAL CORPORATION BY DEED RECORDED JUNE 5, 1989 UNDER AUDITOR'S FILE NO. 8906050062.

PARCEL II:
A PARCEL OF PROPERTY IN THE THOMAS NERTON DONATION LAND CLAIM, IN SECTION 16, TOWNSHIP 2 NORTH, RANGE 2 EAST OF THE WILLAMETTE MERIDIAN, CLARK COUNTY, WASHINGTON, BASED ON A RECORD OF SURVEY BY OLSON ENGINEERING, INC. IN AUGUST 1988 NOT YET RECORDED AND DESCRIBED AS FOLLOWS:
COMMENCING AT THE SOUTHEAST CORNER OF THE NORTHEAST QUARTER OF SECTION 16; THENCE NORTH 01°35'45" EAST ALONG THE EAST LINE OF SAID SECTION 16 A DISTANCE OF 1385.99 FEET; THENCE NORTH 88°24'15" WEST 219.44 FEET TO AN ANGLE POINT IN THE SOUTHERLY RIGHT-OF-WAY LINE OF SR-500; THENCE NORTH 75°34'10" WEST ALONG SAID SOUTHERLY RIGHT-OF-WAY LINE 152.48 FEET TO AN ANGLE POINT THEREIN; THENCE SOUTH 61°07'11" WEST ALONG SAID SOUTHERLY RIGHT-OF-WAY LINE 1650.35 FEET TO THE EASTERLY RIGHT-OF-WAY LINE OF I-205; THENCE SOUTH 45°44'48" WEST ALONG SAID EASTERLY RIGHT-OF-WAY LINE 111.28 FEET TO THE TRUE POINT OF BEGINNING; THENCE SOUTH 45°44'48" WEST ALONG SAID EASTERLY RIGHT-OF-WAY LINE 243.72 FEET; THENCE SOUTH 44°15'12" EAST 384.10 FEET TO A 1500.00 FOOT RADIUS CURVE TO THE RIGHT WITH A TANGENT BEARING OF NORTH 37°06'50" EAST INTO SAID CURVE; THENCE ALONG SAID 1500.00 FOOT RADIUS CURVE TO THE RIGHT 244.57 FEET TO A POINT THAT BEARS SOUTH 44°15'12" EAST FROM THE TRUE POINT OF BEGINNING; THENCE NORTH 44°15'12" WEST 367.22 FEET TO THE TRUE POINT OF BEGINNING.
EXCEPTING THEREFROM THAT TRACT CONVEYED TO CLARK COUNTY, WASHINGTON, A MUNICIPAL CORPORATION BY DEED RECORDED JUNE 5, 1989 UNDER AUDITOR'S FILE NO. 8906050062.

LEGAL DESCRIPTION:

PARCEL III:
A PARCEL OF PROPERTY IN THE THOMAS NERTON DONATION LAND CLAIM, IN SECTION 16, TOWNSHIP 2 NORTH, RANGE 2 EAST OF THE WILLAMETTE MERIDIAN, CLARK COUNTY, WASHINGTON, BASED ON A RECORD OF SURVEY BY OLSON ENGINEERING, INC. IN AUGUST 1988 NOT YET RECORDED AND DESCRIBED AS FOLLOWS:
COMMENCING AT THE SOUTHEAST CORNER OF THE NORTHEAST QUARTER OF SECTION 16; THENCE NORTH 01°35'45" EAST ALONG THE EAST LINE OF SAID SECTION 16 A DISTANCE OF 1385.99 FEET; THENCE NORTH 88°24'15" WEST 219.44 FEET TO AN ANGLE POINT IN THE SOUTHERLY RIGHT-OF-WAY LINE OF SR-500; THENCE NORTH 75°34'10" WEST ALONG SAID SOUTHERLY RIGHT-OF-WAY LINE 152.48 FEET TO AN ANGLE POINT THEREIN; THENCE SOUTH 61°07'11" WEST ALONG SAID SOUTHERLY RIGHT-OF-WAY LINE 1650.35 FEET TO THE EASTERLY RIGHT-OF-WAY LINE OF I-205; THENCE SOUTH 45°44'48" WEST ALONG SAID EASTERLY RIGHT-OF-WAY LINE 111.28 FEET TO AN ANGLE POINT THEREIN; THENCE SOUTH 45°44'48" WEST ALONG SAID EASTERLY RIGHT-OF-WAY LINE 243.72 FEET; THENCE SOUTH 44°15'12" EAST 384.10 FEET TO A 1500.00 FOOT RADIUS CURVE TO THE RIGHT WITH A TANGENT BEARING OF NORTH 37°06'50" EAST INTO SAID CURVE; THENCE ALONG SAID 1500.00 FOOT RADIUS CURVE TO THE RIGHT 244.57 FEET TO A POINT THAT BEARS SOUTH 44°15'12" EAST FROM THE TRUE POINT OF BEGINNING; THENCE NORTH 44°15'12" WEST 367.22 FEET TO THE TRUE POINT OF BEGINNING.
EXCEPTING THEREFROM THAT TRACT CONVEYED TO CLARK COUNTY, WASHINGTON, A MUNICIPAL CORPORATION BY DEED RECORDED JUNE 5, 1989 UNDER AUDITOR'S FILE NO. 8906050062.

THE PROPERTY DESCRIBED AND SHOWN HEREON IS THE SAME PROPERTY AS DESCRIBED IN THE CHICAGO TITLE COMPANY OF WASHINGTON COMMITMENT FOR TITLE INSURANCE NUMBER 622-87816 AMENDMENT 3 - UPDATE DATED MAY 16, 2018.

CHICAGO TITLE COMPANY OF WASHINGTON
COMMITMENT NO. 622-87816 AMENDMENT 2
SCHEDULE B - EXCEPTIONS:

- LANDSCAPE MAINTENANCE AGREEMENT RECORDED JULY 18, 1989 UNDER RECORDING NO. 8907180085; AFFECTS SUBJECT PROPERTY, NOT PLOTTED, GENERAL IN NATURE.
- RELINQUISHMENT OF ALL EXISTING, FUTURE OR POTENTIAL EASEMENTS FOR ACCESS, LIGHT, VIEW AND AIR, AND ALL RIGHTS OF INGRESS, EGRESS AND REGRESS CONTAINED IN WARRANTY DEED RECORDED JULY 16, 1970 UNDER RECORDING NO. G557618; AFFECTS PARCEL I OF THE SUBJECT PROPERTY, NOT PLOTTED, GENERAL IN NATURE.
- RELINQUISHMENT OF ALL EXISTING, FUTURE OR POTENTIAL EASEMENTS FOR ACCESS, LIGHT, VIEW AND AIR, AND ALL RIGHTS OF INGRESS, EGRESS AND REGRESS CONTAINED IN WARRANTY DEED RECORDED JULY 16, 1970 UNDER RECORDING NO. G558545; DOES NOT AFFECT THE SUBJECT PROPERTY, NOT PLOTTED.
- DRAINAGE EASEMENT RECORDED OCTOBER 30, 1972 UNDER RECORDING NO. G617364; DOES NOT AFFECT THE SUBJECT PROPERTY, NOT PLOTTED.
- RELINQUISHMENT OF ALL EXISTING, FUTURE OR POTENTIAL EASEMENTS FOR ACCESS, LIGHT, VIEW AND AIR, AND ALL RIGHTS OF INGRESS, EGRESS AND REGRESS TO, FROM AND BETWEEN SAID LAND AND THE HIGHWAYS CONSTRUCTED ON LANDS CONDEMNED BY PROCEEDINGS UNDER CLARK COUNTY SUPERIOR COURT CAUSE NO. 53048; AFFECT NOT DETERMINED, NOT PLOTTED, DOCUMENT NOT PROVIDED.
- SEWER EASEMENT RECORDED NOVEMBER 13, 1973 UNDER RECORDING NO. G649934; DOES NOT AFFECT THE SUBJECT PROPERTY, NOT PLOTTED.
- SEWER EASEMENT RECORDED NOVEMBER 19, 1973 UNDER RECORDING NO. G650247; DOES NOT AFFECT THE SUBJECT PROPERTY, NOT PLOTTED.
- SEWER EASEMENT RECORDED NOVEMBER 27, 1973 UNDER RECORDING NO. G650819; DOES NOT AFFECT THE SUBJECT PROPERTY, NOT PLOTTED.
- EASEMENT FOR RIGHT-OF-WAY RECORDED MAY 17, 1974 UNDER RECORDING NO. G662810; AFFECTS SUBJECT PROPERTY, NOT PLOTTED, LOCATION OF GUY ANCHOR IS NOT DESCRIBED.
- EASEMENT RECORDED APRIL 7, 1976 UNDER RECORDING NO. G719262; DOES NOT AFFECT THE SUBJECT PROPERTY, PLOTTED.
- JOINT EASEMENT AND RIGHT OF WAY RECORDED JUNE 3, 1982 UNDER RECORDING NO. 8206030086; DOES NOT AFFECT THE SUBJECT PROPERTY, NOT PLOTTED.
- EASEMENT RECORDED JULY 30, 1982 UNDER RECORDING NO. 8207300123; DOES NOT AFFECT THE SUBJECT PROPERTY, NOT PLOTTED.
- WATER EASEMENT RECORDED JULY 30, 1982 UNDER RECORDING NO. 8207300124; DOES NOT AFFECT THE SUBJECT PROPERTY, NOT PLOTTED.
- EASEMENT RECORDED JULY 21, 1983 UNDER RECORDING NO. 8307210125; DOES NOT AFFECT THE SUBJECT PROPERTY, NOT PLOTTED.
- EASEMENT FOR ROADWAY SLOPES RECORDED JULY 21, 1983 UNDER RECORDING NO. 8307210126; DOES NOT AFFECT THE SUBJECT PROPERTY, NOT PLOTTED.
- UTILITY EASEMENT RECORDED APRIL 10, 1986 UNDER RECORDING NO. 8604100183; AFFECTS PARCEL III OF THE SUBJECT PROPERTY, PLOTTED.
- GREENBELT EASEMENT RECORDED APRIL 10, 1986 UNDER RECORDING NO. 8604100184; DOES NOT AFFECT THE SUBJECT PROPERTY, NOT PLOTTED.
- JOINT EASEMENT AND RIGHT OF WAY RECORDED AUGUST 23, 1988 UNDER RECORDING NO. 8808230099; DOES NOT AFFECT THE SUBJECT PROPERTY, NOT PLOTTED.
- EASEMENT AND RIGHT OF WAY RECORDED DECEMBER 13, 1988 UNDER RECORDING NO. 8812130059; DOES NOT AFFECT THE SUBJECT PROPERTY, NOT PLOTTED.
- EASEMENT AND RIGHT OF WAY RECORDED OCTOBER 18, 1996 UNDER RECORDING NO. 9610180031; DOES NOT AFFECT THE SUBJECT PROPERTY, NOT PLOTTED.
- SANITARY SEWER EASEMENT RECORDED AUGUST 29, 2003 UNDER RECORDING NO. 3706578; DOES NOT AFFECT THE SUBJECT PROPERTY, PLOTTED.
- CLARK COUNTY RESOLUTION NO. 1988-05-31 RECORDED OCTOBER 3, 1991 UNDER RECORDING NO. 9110030251; AFFECTS SUBJECT PROPERTY, NOT PLOTTED, GENERAL IN NATURE.
- CLARK COUNTY RESOLUTION NO. 1991-09-15 RECORDED OCTOBER 3, 1991 UNDER RECORDING NO. 9110030250; AFFECTS SUBJECT PROPERTY, NOT PLOTTED, GENERAL IN NATURE.
- COVENANT RUNNING WITH THE LAND RECORDED OCTOBER 13, 1978 UNDER RECORDING NO. 7810130109, AMENDED BY INSTRUMENT RECORDED AUGUST 10, 1981 UNDER RECORDING NO. 8108100061; AFFECTS SUBJECT PROPERTY, NOT PLOTTED, GENERAL IN NATURE.
- COVENANT RUNNING WITH THE LAND RECORDED OCTOBER 13, 1978 UNDER RECORDING NO. 7810130110, AMENDED BY INSTRUMENT RECORDED AUGUST 10, 1981 UNDER RECORDING NO. 8108100061; AFFECTS SUBJECT PROPERTY, NOT PLOTTED, GENERAL IN NATURE.
- UTILITY SERVICE COVENANT RECORDED NOVEMBER 3, 1982 UNDER RECORDING NO. 8211030009; AFFECTS SUBJECT PROPERTY, NOT PLOTTED, GENERAL IN NATURE.
- DECLARATION OF COVENANTS, CONDITIONS AND RESTRICTIONS RECORDED JULY 5, 1989 UNDER RECORDING NO. 8907050156; RE-RECORDED JULY 7, 1989 UNDER RECORDING NO. 8907070103; FIRST AMENDMENT TO DECLARATION OF COVENANTS, CONDITIONS AND RESTRICTIONS RECORDED JULY 28, 1999 UNDER RECORDING NO. 3134263; ASSIGNMENT OF DECLARANT'S RIGHTS RECORDED JULY 20, 2015 UNDER RECORDING NO. 5194596 AND 5194598; AFFECTS SUBJECT PROPERTY, COMMON AREA PLOTTED, ALL OTHER MATTERS ARE GENERAL IN NATURE.
- COVENANTS, CONDITIONS, RESTRICTIONS, REGITALS, RESERVATIONS, EASEMENTS, EASEMENT PROVISIONS, DEDICATIONS, BUILDING SETBACK LINES, NOTES, STATEMENTS, AND OTHER MATTERS AS SET FORTH OF RECORD OF SURVEY RECORDED IN BOOK 25 OF SURVEYS, PAGE 31; AFFECTS SUBJECT PROPERTY; EASEMENTS PLOTTED.
- COVENANTS, CONDITIONS, RESTRICTIONS, REGITALS, RESERVATIONS, EASEMENTS, EASEMENT PROVISIONS, DEDICATIONS, BUILDING SETBACK LINES, NOTES, STATEMENTS, AND OTHER MATTERS AS SET FORTH OF RECORD OF SURVEY RECORDED IN BOOK 25 OF SURVEYS, PAGE 8; AFFECTS SUBJECT PROPERTY, NOT PLOTTED, GENERAL IN NATURE.
- SEWER EASEMENT RECORDED NOVEMBER 27, 1973 UNDER RECORDING NO. G650818; AFFECTS PARCEL III OF THE SUBJECT PROPERTY, PLOTTED.

NOTES AND COMMENTS:

- POSTED PROPERTY ADDRESS: NO POSTED PROPERTY ADDRESS, THE PROPERTY HAS NOT BEEN DEVELOPED.
PARCEL I SITE ADDRESS LISTED AS: 10500 NE 51ST CIR, VANCOUVER, WA
PARCEL II SITE ADDRESS LISTED AS: 10420 NE 51ST CIR, VANCOUVER, WA
PARCEL III SITE ADDRESS LISTED AS: 10400 NE 51ST CIR, VANCOUVER, WA
- BY GRAPHIC PLOTTING ONLY, A PORTION OF THIS PROPERTY IS IN ZONE X AND A PORTION IS IN ZONE AE, OF THE FLOOD INSURANCE RATE MAPS NO. 5301100387D AND 5301100388D WHICH BOTH BEAR AN EFFECTIVE DATE OF SEPTEMBER 5, 2012 A PORTION OF THE SUBJECT PROPERTY IS IN A SPECIAL FLOOD HAZARD AREA. NO FIELD SURVEYING WAS PERFORMED TO DETERMINE THIS ZONE AND AN ELEVATION CERTIFICATE MAY BE NEEDED TO VERIFY THIS DETERMINATION OR APPLY FOR A VARIANCE FROM THE FEDERAL EMERGENCY MANAGEMENT AGENCY.
- GROSS LAND AREA 356,389 SQUARE FEET OR 8.18 ACRES, MORE OR LESS.
PARCEL I: 73,961 SQUARE FEET OR 1.70 ACRES, MORE OR LESS.
PARCEL II: 82,721 SQUARE FEET OR 1.90 ACRES, MORE OR LESS.
PARCEL III: 199,707 SQUARE FEET OR 4.58 ACRES, MORE OR LESS.
- PER THE CITY OF VANCOUVER PLANNING DEPARTMENT, THIS SITE IS CURRENTLY ZONED CG (GENERAL COMMERCIAL); CG ZONING REQUIREMENTS FOR THIS SITE:
SETBACKS:
FRONT, SIDE AND REAR SETBACKS PURSUANT TO THE SCREENING AND BUFFERING STANDARDS CONTAINED IN VMC TABLES 20.925.030-1 AND 20.925.030-2, PLUS AN ADDITIONAL FOOT FOR EACH FOOT THE BUILDING EXCEEDS 20 FEET IN HEIGHT TO A MAXIMUM SETBACK REQUIREMENT OF 40 FEET.
HEIGHT: NONE
LOT COVERAGE: MAXIMUM DETERMINED BY COMPLIANCE WITH SCREENING AND BUFFERING STANDARDS CONTAINED IN VMC TABLES 20.925.030-1 AND 20.925.030-2, STORMWATER STANDARDS, EROSION CONTROL, REGULATION, AND ALL OTHER APPLICABLE DEVELOPMENT STANDARDS.
PARKING: SENIOR MULTI-FAMILY HOUSING; 1 SPACE PER DWELLING UNIT
- AT THE TIME OF FIELD SURVEY, THERE WERE NO BUILDINGS ON THE SUBJECT PROPERTY.
- TOTAL PARKING SPACES 0, THE SUBJECT PROPERTY IS UNDEVELOPED.
- THE UNDERGROUND UTILITIES SHOWN HEREON ARE COMPILED FROM PLANS AND MAPS PROVIDED BY THE CITY OF VANCOUVER AND VERIFIED BY THE VISIBLE SURFACE FEATURES OF THESE UTILITIES AND MARKINGS PROVIDED BY A 811 UTILITY LOCATE SERVICE PURSUANT TO SECTION 5.ELIV. AN EXACT LOCATION OF THESE UTILITIES WAS NOT PERFORMED FOR THIS SURVEY. BEFORE DIGGING, CALL THE APPROPRIATE LOCAL UTILITY LOCATE SERVICE FOR FIELD LOCATIONS OF UNDERGROUND UTILITY LINES.
- THIS SURVEY WAS PREPARED IN ACCORDANCE WITH HUD SURVEY INSTRUCTIONS AND REPORT, HUD FORM 91073(M) DATED JUNE 2014.
- AT THE TIME OF THE FIELD SURVEY, THERE WAS NO OBSERVABLE EVIDENCE OF EARTH MOVING WORK, BUILDING CONSTRUCTION, OR BUILDING ADDITIONS WITHIN RECENT MONTHS.
- PURSUANT TO THE CITY OF VANCOUVER PUBLIC WORKS DEPARTMENT WEBSITE www.cityofvancouver.us/sites/default/files/fileattachments/public_works/page/1744/2017-2022_tlp_final.pdf, THERE ARE NO CURRENT PROPOSALS FOR ANY CHANGES IN STREET RIGHT OF WAY LINES ADJACENT TO THE SUBJECT PROPERTY SHOWN ON THIS SURVEY.
- AT THE TIME OF FIELD SURVEY, THERE WAS NO OBSERVABLE EVIDENCE OF RECENT STREET OR SIDEWALK CONSTRUCTION OR REPAIRS.
- AT THE TIME OF FIELD SURVEY, THERE WAS NO EVIDENCE OF FIELD DELINEATION OF WETLANDS CONDUCTED BY A QUALIFIED SPECIALIST.
- THE LOCATION OF THE TREES SHOWN HEREON WERE SURVEYED ACCORDING TO THE TREE LIST PREPARED BY GALEN WRIGHT OF WASHINGTON FORESTRY CONSULTANTS, INC. THE TREE NUMBER IS DEPICTED ON THE SURVEY, PLEASE REFER TO THE TREE LIST FOR THE CORRESPONDING SPECIES, DIAMETER AND OTHER INFORMATION.
- PURSUANT TO TABLE A, ITEM 19, THERE ARE NO APPURTENANT EASEMENTS LISTED IN THE REFERENCED TITLE REPORT.
- ACCESS TO PROPERTY VIA PUBLIC RIGHTS OF WAY:
NORTHEAST 51st CIRCLE (NO PHYSICAL ACCESS)
- EASEMENT RIGHTS: PLOTTABLE EASEMENTS ARE SHOWN FROM THE OWNER SUPPLIED TITLE REPORT. NON-PLOTTABLE EASEMENTS ARE NOTED ON THE SURVEY AS BEING "NOT PLOTTED". BECAUSE OUR SERVICE IS LIMITED TO REPORTING ON EASEMENT LOCATIONS, WE STRONGLY RECOMMEND LEGAL COUNSEL BE RETAINED TO REPORT ON TITLE PAPERS IN THEIR ENTIRETY.
- AT THE TIME OF THE FIELD SURVEY, THERE WAS NO VISIBLE EVIDENCE OF SITE USE AS A CEMETERY OR BURIAL GROUND.
- THE RECORD DESCRIPTION MATHEMATICALLY CLOSES.
- BASIS OF BEARINGS: THE BEARING OF NORTH 01°35'45" EAST ALONG THE EAST LINE OF THE NORTHEAST QUARTER OF SECTION 16, TOWNSHIP 2 NORTH, RANGE 2 EAST, W.M. AS SHOWN UPON THAT CERTAIN RECORD OF SURVEY RECORDED JUNE 12, 2003 IN BOOK 51 OF SURVEYS AT PAGE 086, CLARK COUNTY RECORDS, WAS TAKEN AS THE BASIS OF BEARINGS SHOWN UPON THIS SURVEY.
- THERE ARE NO GAPS, GORES OR OVERLAPS BETWEEN THE SUBJECT PROPERTY AND THE ADJOINING PROPERTIES OR PUBLIC STREET RIGHTS OF WAY SHOWN ON THIS SURVEY.
- THERE ARE NO INTERIOR GAPS, GORES OR OVERLAPS BETWEEN THE PARCELS WITHIN THE SUBJECT PROPERTY.
- TAX MAP PARCEL NOS.: 159847000, 159848000 & 159849000
- THIS IS AN AS-BUILT SURVEY PREPARED IN ACCORDANCE WITH THE MINIMUM STANDARD DETAIL REQUIREMENTS FOR ALTA/NSPS LAND TITLE SURVEYS.
- THIS SURVEY WAS PREPARED FOR THE PURPOSES OF OBTAINING AN EXTENDED COVERAGE TITLE INSURANCE POLICY.
- THE USE OF THE WORD "CERTIFY" OR "CERTIFICATION" WITHIN THIS SURVEY ONLY CONSTITUTES AN EXPRESSION OF PROFESSIONAL OPINION REGARDING THOSE FACTS AND FINDINGS SHOWN ON THIS SURVEY, AND DOES NOT CONSTITUTE A WARRANTY OR GUARANTEE, EITHER IMPLIED OR EXPRESSED.
- DURYEA & ASSOCIATES ONLY ACKNOWLEDGES SIGNED AND STAMPED MAPS AND DRAWINGS. NO RESPONSIBILITY OR LIABILITY IS EXPRESSED OR IMPLIED FOR ELECTRONIC DATA AND/OR REPRODUCED MAPS AND DRAWINGS.

VERTICAL DATUM:

THE VERTICAL RELIEF SHOWN HEREON, WITH A 1 FOOT CONTOUR INTERVAL WAS PRODUCED FROM A GROUND SURVEY ON NAVD 88 DATUM.
BENCHMARK: AN ALUMINUM CAP AT THE SURFACE OF NE 51ST CIRCLE DESIGNATED IS0658 AND HAVING A PUBLISHED NAVD 88 ELEVATION OF 198.855 FEET, ACCORDING TO WASHINGTON STATE DEPARTMENT OF TRANSPORTATION DATA SHEET, WAS USED AS THE CONTROLLING BENCHMARK.

DATUM = NAVD 88. CONVERSION TO NGVD 29 = NAVD 88 - 3.47 FEET

ON-SITE TEMPORARY BENCH MARK: THE SOUTHWEST ANCHOR BOLT ON LIGHT POLE NO. V22161303 LOCATED ON THE SOUTHERLY SIDE OF NE 51ST CIRCLE ACROSS FROM PARCEL I, HAVING AN NAVD 88 ELEVATION OF 202.04 FEET.

HORIZONTAL DATUM:

WASHINGTON SOUTH ZONE, U.S. SURVEY FEET.
CONTROLLING POINTS: THE NORTHEAST CORNER OF SECTION 16, TOWNSHIP 2 NORTH, RANGE 2 EAST, WILLAMETTE MERIDIAN, HAVING STATE PLANE COORDINATES OF NORTH 127,604,235 FEET AND EAST 1,114,282,095 FEET AND THE EAST QUARTER CORNER OF SAID SECTION 16, HAVING STATE PLANE COORDINATES OF NORTH 124,980,231 FEET AND EAST 1,114,208,455 FEET ARE TO BE USED AS THE BASIS OF HORIZONTAL CONTROL.

THE GRID BEARING BETWEEN CONTROLLING MONUMENTS BEING N01°35'43"E.

POSSIBLE ENCROACHMENTS:

THERE ARE NO ENCROACHMENTS BY IMPROVEMENTS ON THE ADJOINING PROPERTY ONTO SUBJECT PROPERTY, AND NO ENCROACHMENTS BY IMPROVEMENTS LOCATED ON SUBJECT PROPERTY OVER ANY ADJOINING PROPERTY OR OVER ANY PLOTTED OR PLOTTABLE EASEMENTS.

SURVEYOR'S CERTIFICATION:

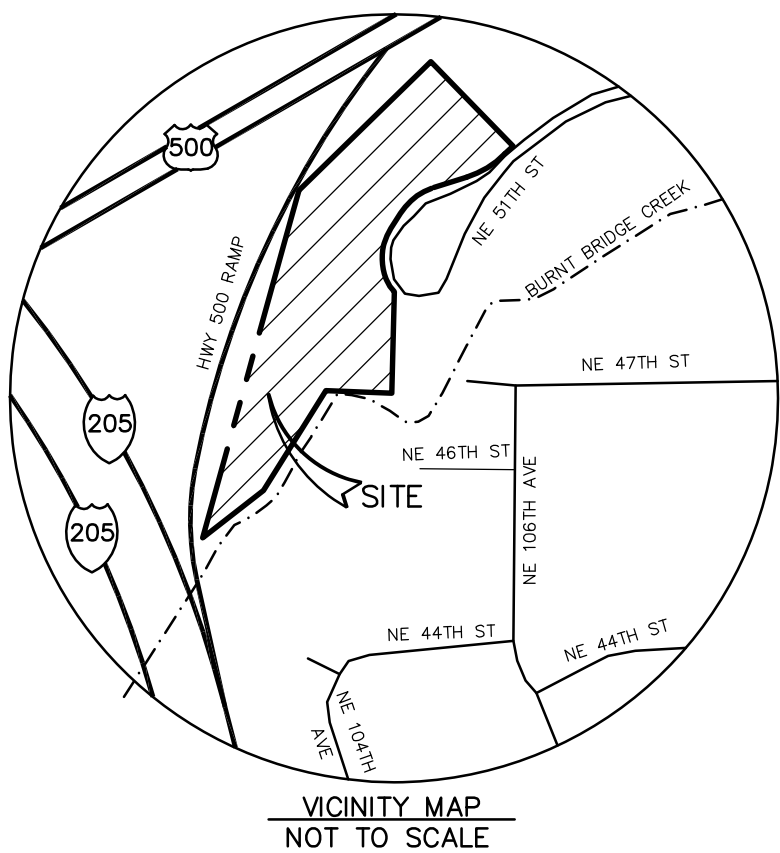
To: Affinity at Vancouver, LLC and Chicago Title Company of Washington.

This is to certify that this map or plat and the survey on which it is based were made in accordance with the 2016 Minimum Standard Detail Requirements for ALTA/NSPS Land Title Surveys, jointly established and adopted by ALTA and NSPS, and includes Items 2, 3, 4, 5, 6(a), 6(b), 7(a), 7(b)(1), 7(c), 8, 9, 11, 13, 14, 16, 17, 18, 19, 20 and 21 (topographic survey for design purposes) of Table A thereof. The field work was completed on August 31, 2017.

Date of Plat or Map: 09/11/2017



PRELIMINARY
Mitchell Duryea
LS 33658
Exp. 9/17/2019
mitch@duryea-associates.com



VICINITY MAP
NOT TO SCALE

ALTA/NSPS LAND TITLE SURVEY
AFFINITY AT VANCOUVER
NE 51st CIRCLE
VANCOUVER, WASHINGTON

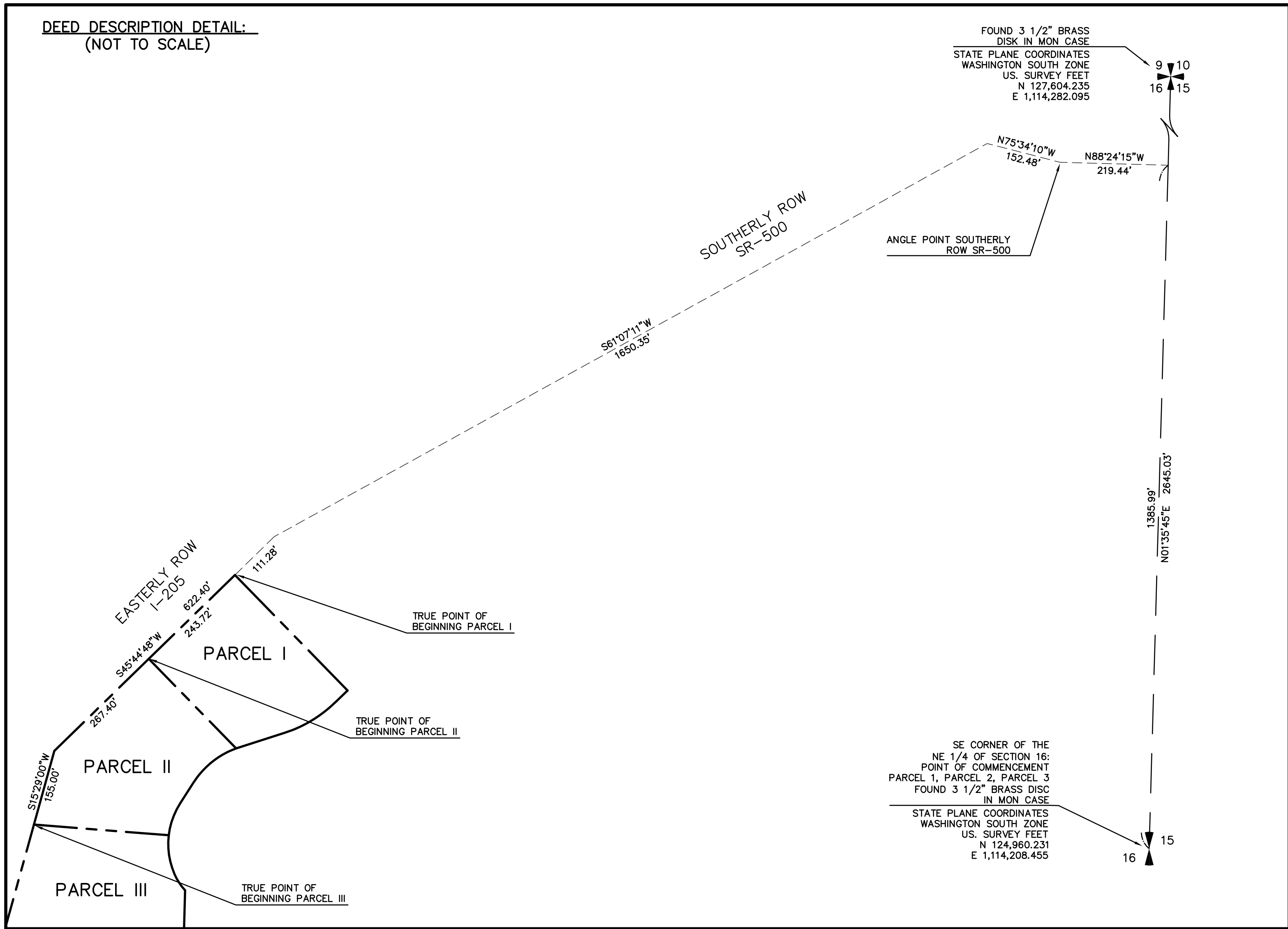


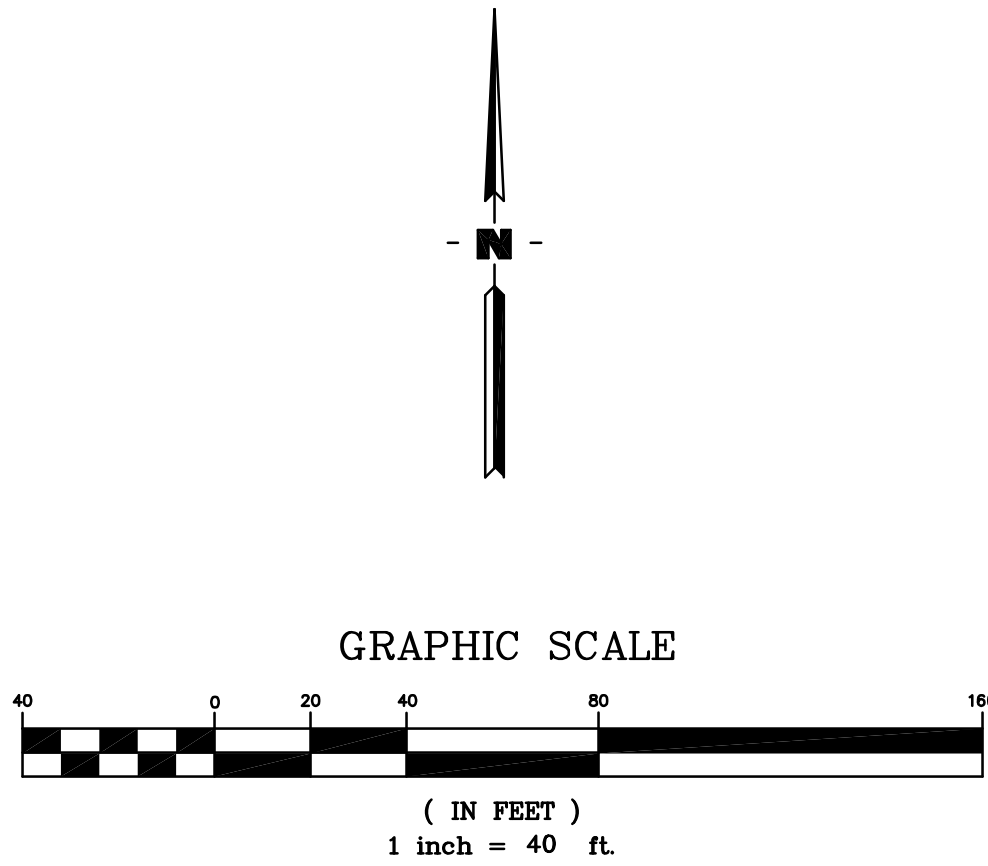
2702 N. Perry Street Spokane, WA 99207 (509) 465-8007
www.duryea-associates.com

DATE:	SEPTEMBER, 2017	SHEET:	
SCALE:	1" = 40'		
PROJECT SURVEYOR:	JAL		
DRAWN BY:	LSH		
LAST DATE OF REVISION:	6/20/2018	JOB NO.:	17-2315

1 OF **3**

DEED DESCRIPTION DETAIL:
(NOT TO SCALE)





TRUE POINT OF BEGINNING PARCEL II
(SEE DEED DESCRIPTION DETAIL)

TRUE POINT OF BEGINNING PARCEL I
(SEE DEED DESCRIPTION DETAIL)

TRUE POINT OF BEGINNING PARCEL III
(SEE DEED DESCRIPTION DETAIL)

FOUND 3 1/2" BRASS
DISK IN MON CASE
STATE PLANE COORDINATES
WASHINGTON SOUTH ZONE
U.S. SURVEY FEET
NORTH 127,604.235
EAST 1,114,282.095

NE 51st CIRCLE (WIDTH VARIES)
(A PUBLIC STREET)

NE 112th AVENUE

FOUND 3 1/2" BRASS
DISK IN MON CASE
STATE PLANE COORDINATES
WASHINGTON SOUTH ZONE
U.S. SURVEY FEET
NORTH 124,960.231
EAST 1,114,208.455

LINE TABLE		
LINE	BEARING	DISTANCE
L1	S32°35'19"W	49.50'
L2	N72°15'55"E	95.00'
L3	N44°43'18"W	39.00'
L4	S32°35'19"W	49.50'
L5	N72°15'55"E	95.00'

CURVE TABLE		
CURVE	RADIUS	DELTA
C1	114.56'	19°32'43"
C2	153.50'	30°09'43"
C3	153.50'	25°54'03"
C4	173.50'	37°20'28"
C5	173.50'	2°20'08"
C6	266.50'	26°59'12"
C7	1540.00'	1°09'33"
C8	692.00'	28°21'10"
C9	94.06'	139°35'59"
C10	133.00'	56°03'46"
C11	153.00'	39°40'36"
C12	287.00'	26°59'12"
C13	1500.00'	4°22'25"

LEGEND:

- PROPERTY LINE
- EASEMENT LINE
- CENTERLINE
- BUILDING LINE
- 6" CONCRETE CURB
- EDGE OF ASPHALT
- APPROXIMATE CENTERLINE OF BURNT BRIDGE CREEK
- FLOOD ZONE BOUNDARY
- CHAINLINK FENCE AS NOTED
- WOOD FENCE AS NOTED
- 6" VINYL FENCE
- GUARD RAIL
- CONCRETE SURFACE
- UNDERGROUND STORM DRAIN LINE
- UNDERGROUND SANITARY SEWER LINE
- UNDERGROUND WATER LINE
- OVERHEAD ELECTRIC/TELEPHONE LINE

- FIRE HYDRANT
- WATER VALVE
- WATER BLOW OFF VALVE
- SANITARY SEWER MANHOLE
- STORM SEWER MANHOLE
- CATCH BASIN
- POWER POLE
- POWER POLE WITH GUY WIRE
- TELECOMMUNICATION RISER
- LIGHT STANDARD
- SIGN
- TEST PIT
- MONITORING WELL
- TREE LOCATION AND NUMBER PER TREE LIST
- RECORD BEARING AND/OR DISTANCE
- LANDSCAPED AREA
- TRASH ENCLOSURE
- FOUND AS NOTED
- FOUND 1/2" RE-BAR W/CAP ILLEGIBLE
- BENCHMARK



ALTA/NSPS LAND TITLE SURVEY

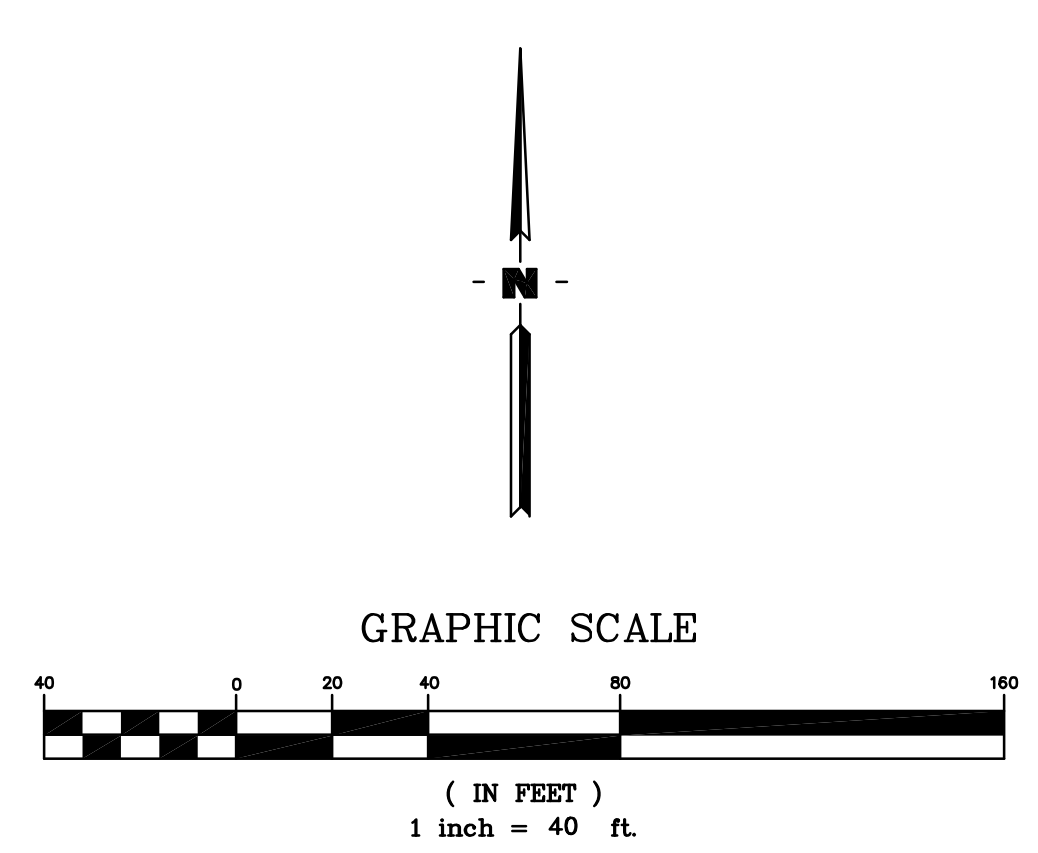
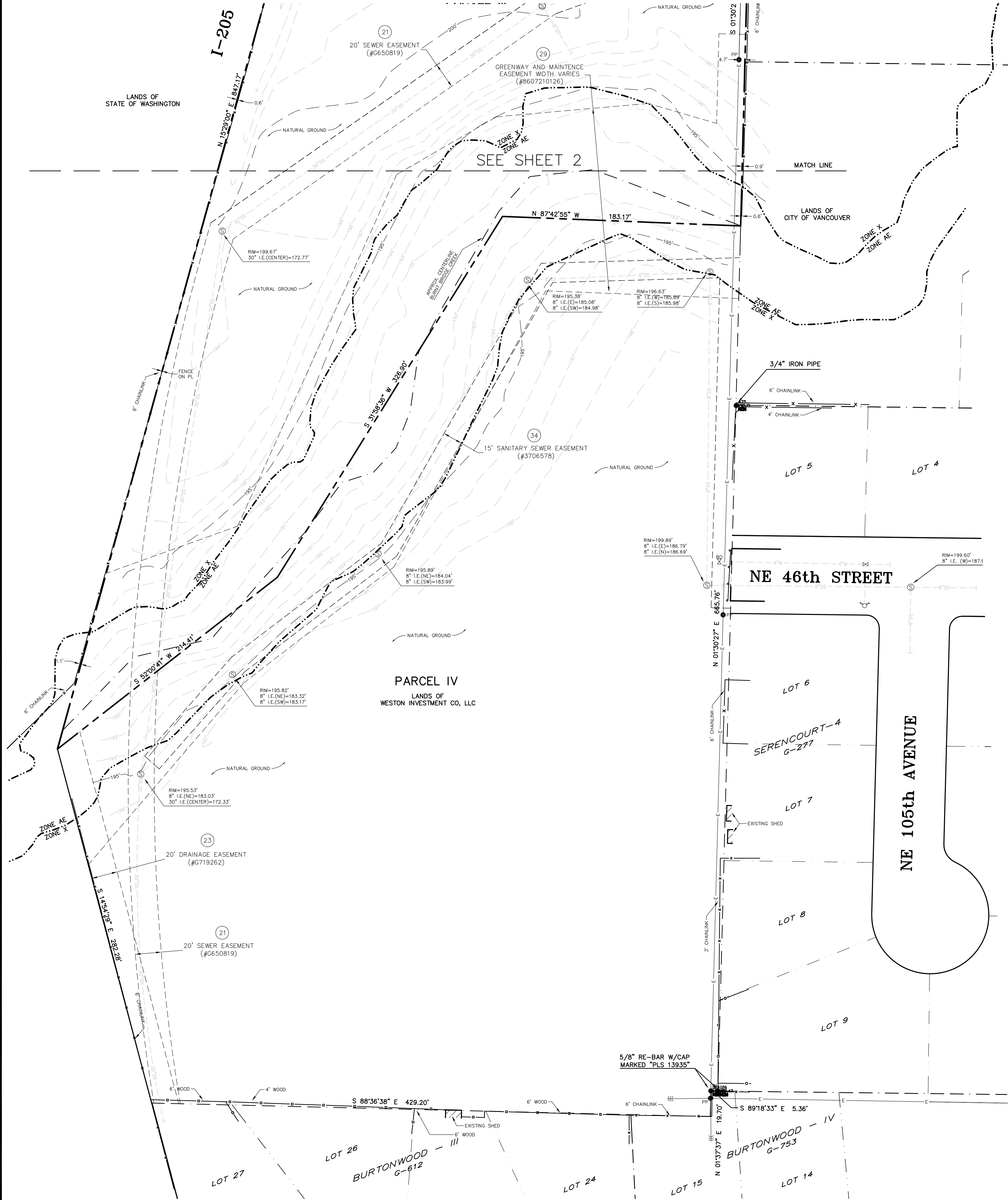
AFFINITY AT VANCOUVER
NE 51st CIRCLE
VANCOUVER, WASHINGTON



2702 N. Perry Street Spokane, WA 99207 (509) 465-8007
www.duryea-associates.com

DATE: SEPTEMBER, 2017
SCALE: 1" = 40'
PROJECT SURVEYOR: JAL
DRAWN BY: LSH
LAST DATE OF REVISION: 6/20/2018

SHEET:
2 OF **3**
JOB NO.: 17-2315



- LEGEND:**
- PROPERTY LINE
 - EASEMENT LINE
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 - BENCHMARK



PRELIMINARY

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ALTA/NSPS LAND TITLE SURVEY

AFFINITY AT VANCOUVER
NE 51st CIRCLE
VANCOUVER, WASHINGTON

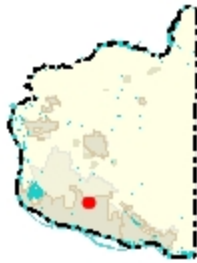


2702 N. Perry Street Spokane, WA 99207 (509) 465-8007
www.duryea-associates.com

DATE: SEPTEMBER, 2017	SHEET:
SCALE: 1" = 40'	3 OF 3
PROJECT SURVEYOR: JAL	
DRAWN BY: LSH	
LAST DATE OF REVISION: 6/20/2018	JOB NO.: 17-2315



Exhibit F



- Legend
- Taxlots
 - ImageOrtho
 - Red: Red
 - Green: Green
 - Blue: Blue
 - Cities Boundaries
 - Urban Growth Boundaries

Notes:

1: 3,159



0.1 0 0.05 0.1 Miles

WGS_1984_Web_Mercator_Auxiliary_Sphere
Clark County, WA. GIS - <http://gis.clark.wa.gov>

This map was generated by Clark County's "MapsOnline" website. Clark County does not warrant the accuracy, reliability or timeliness of any information on this map, and shall not be held liable for losses caused by using this information.

THIS MAP IS NOT TO BE USED FOR NAVIGATION

11/19/17

RESOLUTION NO. _____

A RESOLUTION fixing December 17, 2018, as the date for a public hearing on a proposal to vacate a portion of public rights-of-way associated with NE 51st Circle, located west of NE 112th Avenue, east of I-205, and south of SR-500, and within the Northeast Quarter and the Southeast Quarter of Section 16, Township 2 North, Range 2 East, Willamette Meridian, and within the Thomas Nerton Donation Land Claim.

BE IT RESOLVED BY THE CITY OF VANCOUVER:

Section 1. As recommended in SR-_____, City Council, pursuant to VMC 11.05.040 and RCW 35.79.010, hereby fixes a time to hear and determine a petition brought by abutting property owners to vacate a portion of the right-of-way at NE 51st Circle.

Section 2. The legal description and Map Exhibit of the street area proposed to be vacated are attached hereto and incorporated herein as Exhibits “A” and “B”.

Section 3. December 17, 2018 at the hour of 7:00 p.m. in the Council Chambers in City Hall, 415 West 6th Street, Vancouver, Washington, is fixed as the time and place for public hearing on said proposed street vacation.

Section 4. The City Clerk shall give notice of the pendency of said proposal and time and place of hearing, as required by VMC 11.05.060 and RCW 35.79.020.

ADOPTED at regular session of the Council of the City of Vancouver, this _____
day of _____, 2018.

Anne McEnerny-Ogle, Mayor

Attest:

Approved as to form:

Natasha Ramras , City Clerk
By: Carrie Lewellen, Deputy City Clerk

E. Bronson Potter, City Attorney

11/19/18
12/17/18

ORDINANCE NO. _____

AN ORDINANCE vacating a portion of the public right-of-way associated with NE 51st Circle located west of NE 112th Avenue, east of I-205, and south of SR-500, which is within the Northeast Quarter and the Southeast Quarter of Section 16, Township 2 North, Range 2 East, Willamette Meridian, and within the Thomas Nerton Donation Land Claim, City of Vancouver, Clark County, Washington; and providing for an effective date.

WHEREAS, under Vancouver Municipal Code (“VMC”) 11.05.040, owners of real property abutting portions of public right-of-way associated with NE 51st Circle located west of NE 112th Avenue, east of I-205, and south of SR-500, within the Northeast Quarter and the Southeast Quarter of Section 16, Township 2 North, Range 2 East, Willamette Meridian, City of Vancouver, Clark County, Washington petitioned to vacate such public right-of-way; and

WHEREAS, the subject right-of-way consists of approximately 25,235 square feet; and

WHEREAS, the City has constructed and maintained street improvements within the subject right-of-way; and

WHEREAS, the subject right-of-way has been part of a dedicated public right of way for 25 years or more; and

WHEREAS, City Council adopted Resolution M-_____, which set the date of public hearing on the proposed right-of-way vacation for December 17, 2018 at 7:00 p.m.; and

WHEREAS, the City Clerk provided notice of the public hearing in accordance with VMC 11.05.060; and

ORDINANCE - 1

WHEREAS, on December 17, 2018, the hearing was held and City Council considered the reports and information provided at the public hearing; and

WHEREAS, City Council considered all factors under VMC 11.05.110 and found that: (1) vacation of the right-of-way will better serve the public; (2) the right-of-way is not currently needed for public access and changes are not likely to occur in the future requiring the need for the right of way; and (3) there are no objections to the vacation sufficient to deny its approval; and

WHEREAS, because the subject right-of-way has been part of a dedicated public right of way for over 25 years, under VMC 11.05.120 the owners of abutting properties must compensate the City in an amount equal to \$230,000, which is the full fair market value of the property to be vacated as shown in an appraisal; and

WHEREAS, Petitioners own a parcel located at 10601 NE 51st Circle, which is assigned Clark County Assessor parcel number 159851000, and has an appraised value of \$210,000; and

WHEREAS, Petitioners wish to convey parcel 159851000 and also pay \$20,000 to the City as compensation for the full value of the vacated right-of-way, as authorized under VMC 11.05.120(F); and

WHEREAS, the public would benefit from City ownership of parcel 159851000 because of potential future expansion plans for Kevanna Park; and

WHEREAS, City Council has determined that public utility easements should be preserved because there are public domestic water lines, sanitary sewer lines, and associated appurtenances within the area of right-of-way to be vacated.

ORDINANCE - 2

NOW, THEREFORE,

BE IT ORDAINED BY THE CITY OF VANCOUVER:

Section 1. The right-of-way described in the legal description and map exhibit attached hereto and incorporated herein as Exhibits “A” and “B” is hereby vacated on the following conditions.

Section 2. The City retains a perpetual Public Utility Easement under and over the entire vacated area for access to, and the construction, repair and maintenance of, all public utilities, and includes the right, privilege and authority to access, maintain, and remove obstacles. The terms and provisions of this easement shall run with the land and be binding upon and inure to the present property owners and their legal representatives, successors, assigns, and/or transferees.

Section 3. Full compensation for vacation, in the form of conveyance of parcel 159851000 to the City as well as payment of \$20,000, is required. Conveyance of such parcel by deed shall be made and recorded and payment of \$20,000 shall be made prior to recording of this ordinance.

Section 4. The Applicants shall remove the existing loop road at NE 51st Circle, construct a standard cul-de-sac turnaround to replace the loop road, and construct a new access and parking for Kevanna Park, which public improvements must be dedicated to and accepted by the City, prior to recording of this ordinance and the effective date of the right of way vacation.

Section 5. Effective date. This ordinance shall go into effect five days after its recording.

ORDINANCE - 3

Read first time:

Ayes: Councilmembers

Nays: Councilmembers

Absent: Councilmembers

Read second time:

PASSED by the following vote:

Ayes: Councilmembers

Nays: Councilmembers

Absent: Councilmembers

SIGNED this _____ day of _____, 2018.

Anne McEnerny-Ogle, Mayor

Attest:

Natasha Ramras, City Clerk
By: Carrie Lewellen, Deputy City Clerk

Approved as to form:

E. Bronson Potter, City Attorney

ORDINANCE - 4

SUMMARY

ORDINANCE NO. _____

AN ORDINANCE vacating a portion of public right-of-way associated with NE 51st Circle located west of NE 112th Avenue, east of I-205, and south of SR-500, which is within the Northeast Quarter and the Southeast Quarter of Section 16, Township 2 North, Range 2 East, Willamette Meridian and within the Thomas Nerton Donation Land Claim, City of Vancouver, Clark County, Washington; and providing for an effective date.

The full text of this ordinance will be mailed upon request. Contact Raelyn McJilton, Records Officer at 487-8711, or via www.cityofvancouver.us (Go to City Government and Public Records).

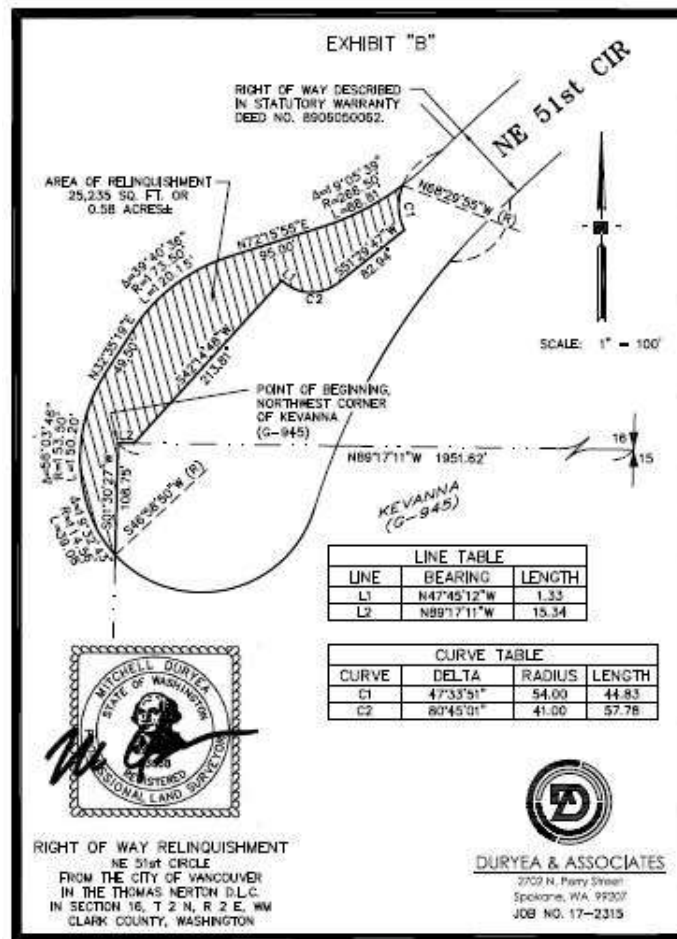
Land Appraisal

Right of Way Relinquishment | Vancouver, WA

Latitude: 45.657535°

Longitude: 122.565993°

as of September 7, 2018



Prepared for
Inland Construction
Mr. Keith James

Prepared by
Gary Klockenteger, MAI

KM Job A18-0936

Kidder Mathews
Valuation Advisory Services
601 Union Street, Suite 4720
Seattle, WA 98101
206.205.0200 | Fax 206.205.0220
garyk@kiddermathews.com
kiddermathews.com

September 10, 2018

Mr. Keith James
Inland Construction
120 W. Cataldo Avenue, Suite 100
Spokane, WA 99201

RE: Right of Way Relinquishment
10500 NE 51st Circle
Vancouver, WA 98682

Dear Mr. James:

At your request, an appraisal report has been made of the above referenced property, which is fully described in the attached report. The subject is briefly described as a 25,235 sq ft property consisting a portion of the right-of-way of NE 51st Circle. The subject is zoned General Commercial (CG) and is currently owned by the city of Vancouver. Tax parcel 159851-000 or Donation (Lot 100) is offered in exchange. This parcel contains 83,635 sq ft, is adjacent to Kevanna Park and near the subject, and is also zoned CG. The value of this parcel is provided to determine if it is adequate exchange compensation. This is an appraisal of the land only. The property was inspected on September 7, 2018 and the appraisal has been made in accordance with the certification on the following page.

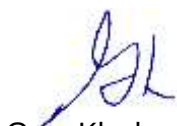
As a result of our investigation and analysis, we have concluded the following fee simple market value, as of September 7, 2018, subject to the limiting conditions and assumptions contained herein:

<i>Market Value of Relinquishment</i>	\$230,000
<i>Market Value of Donation (Lot 100)</i>	\$210,000

It was a pleasure preparing this report for you. If you have any questions about the results, please feel free to call us at (206) 205-0200.

The opportunity to assist you has been appreciated.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read 'GK'.

Gary Klockenteger, MAI
State-Certified General Real Estate
Appraiser #1100479
GK/sh

Certification

I certify that, to the best of my knowledge and belief:

- 1) The statements of fact contained in this report are true and correct.
- 2) The reported analyses, opinions, and conclusions are limited only by the reported assumptions and limiting conditions, and are my personal, impartial and unbiased professional analyses, opinions, and conclusions.
- 3) I have no present or prospective interest in the property that is the subject of this report, and no personal interest with respect to the parties involved.
- 4) I have no bias with respect to the property that is the subject of this report or to the parties involved with this assignment.
- 5) My engagement in this assignment was not contingent upon developing or reporting predetermined results.
- 6) My compensation for completing this assignment is not contingent upon the development or reporting of a predetermined value or direction in value that favors the cause of the client, the amount of the value opinion, the attainment of a stipulated result, or the occurrence of a subsequent event directly related to the intended use of this appraisal.
- 7) The reported analyses, opinions and conclusions were developed, and this report has been prepared, in conformity with the Uniform Standards of Professional Appraisal Practice.
- 8) I have made a personal inspection of the property that is the subject of this report.
- 9) I have provided professional appraisal or consulting services concerning the subject property within the past three years, KM Job Number A18-0507.
- 10) No one provided significant real property appraisal assistance to the person signing this certification.
- 11) The reported analyses, opinions and conclusions were developed, and this report has been prepared, in conformity with the requirements of the Code of Professional Ethics and Standards of Professional Appraisal Practice of the Appraisal Institute.
- 12) The use of this report is subject to the requirements of the Appraisal Institute relating to review by its duly authorized representatives.
- 13) As of the date of this report, Gary Klockenteger, MAI, has completed the continuing education program for Designated Members of the Appraisal Institute.



Gary Klockenteger, MAI
State-Certified General Real Estate
Appraiser #1100479

Limiting Conditions

Limiting conditions specific to this appraisal are:

- 1) The appraiser has made no survey of the property and assumes no responsibility in connection with such matters. Any sketch or identified survey of the property included in this report is only for the purpose of assisting the reader to visualize the property.
- 2) It is assumed that there are no hidden or unapparent conditions of the property, subsoil, or structures (including asbestos, soil contamination, or unknown environmental factors) that render it more or less valuable. No responsibility is assumed for such conditions or for arranging the studies that may be required to discover them.
- 3) No responsibility is assumed for the legal description or for matters including legal or title considerations.
- 4) The information identified in this report as being furnished by others is believed to be reliable, but no warranty is given for its accuracy.
- 5) The appraiser is not required to give testimony or attendance in court by reason of this appraisal unless arrangements have previously been made.
- 6) The allocation of total value to land, buildings, or any fractional part or interest as shown in this report, is invalidated if used separately in conjunction with any other appraisal.
- 7) Valuation Advisory Services is a subsidiary of Kidder Mathews, a full service commercial real estate brokerage firm. On occasion, employees or agents of the firm have interests in the property being appraised. When present, interests have been disclosed, and the report has been made absent of any influence from these parties.

RESTRICTION UPON DISCLOSURE & USE:

Neither all nor any part of the contents of this report (especially any conclusions as to value, the identity of the Appraiser or the firm with which (s)he is connected, or any reference to the Appraisal Institute or to the MAI designation) shall be disseminated to the public through advertising media, public relations media, news media, sales media or any other public means of communication without the prior written consent and approval of the appraiser. No part of this report or any of the conclusions may be included in any offering statement, memorandum, prospectus, or registration without the prior written consent of the appraiser.

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 Appraiser’s Experience

Executive Summary

Executive Summary

Purpose This appraisal report was prepared to determine the market value of the subject, the Relinquishment. In addition, a value is provided for an exchange parcel, the Donation.

Identity of Property 10500 NE 51st Circle
Vancouver, WA 98682

**TAX PARCEL
NUMBER** The subject consists of a portion of the right-of-way of NE 51st Circle. The parcel includes a portion of the paved street and a portion the undeveloped center of this circular drive. Plans are to end this circular drive at the subject and restore the unused paved portion of this circular drive to natural vegetation. A new turnaround would be provided along with new parking for Kevanna Park, and a trail leading to the existing entrance of the park. The proposed Donation is adjacent to the park.

Site Address	Parcel No.	Size (SF)	Size (Acres)	Zoning	
Relinquishment (Subject)		25,235	0.58	CG	City of Vancouver
Donation (Lot 100)	159851-000	83,635	1.92	CG	City of Vancouver

CENSUS TRACT 0413.13, Clark County, WA

**Definitions,
Concepts and
Premise of
Assignment** The analyses and conclusions in this report are based on the following definitions and concepts.

SERVICE TYPE Appraisal Report

Scope of Work This appraisal is intended to describe the market value of the subject property for its highest and best use. The subject site was inspected and available project data was reviewed. The basic approach is to use recent sale comparisons of similar sites, compare these to the subject, and adjust for differences imposed by zoning, physical limitations, time, location, and other parameters that may have influenced pricing and conclude a reasonable market value based on sales.

The appraisal begins with an overview of the subject site followed by description of general land use, population, and economic trends of the subject neighborhood and competitive market. The bulk of the data presented comes from sources such as the US Census, HUD, and

private data providers such as the Metro Multifamily Housing Association (MMHA) Apartment Report, CoStar, and Yardi Matrix.

**CLIENT AND
INTENDED USER**

The client is Mr. Keith James; the intended user is Inland Construction or their direct assigns.

INTENDED USE

This appraisal report was prepared to determine the market value of the land.

**PROPERTY RIGHTS
APPRAISED**

This is an appraisal for the Fee Simple Interest in the subject real estate. The definition of "fee simple estate" is as follows:

Absolute ownership unencumbered by any other interest or estate, subject only to the limitations imposed by the governmental powers of taxation, eminent domain, police power, and escheat.

Source: The Dictionary of Real Estate Appraisal, Sixth Edition. Chicago: Appraisal Institute, 2015.

Date of Analysis

September 7, 2018

**Extraordinary
Assumptions**

None

**Hypothetical
conditions**

None

**Approaches to
Value & Final Value
Conclusion**

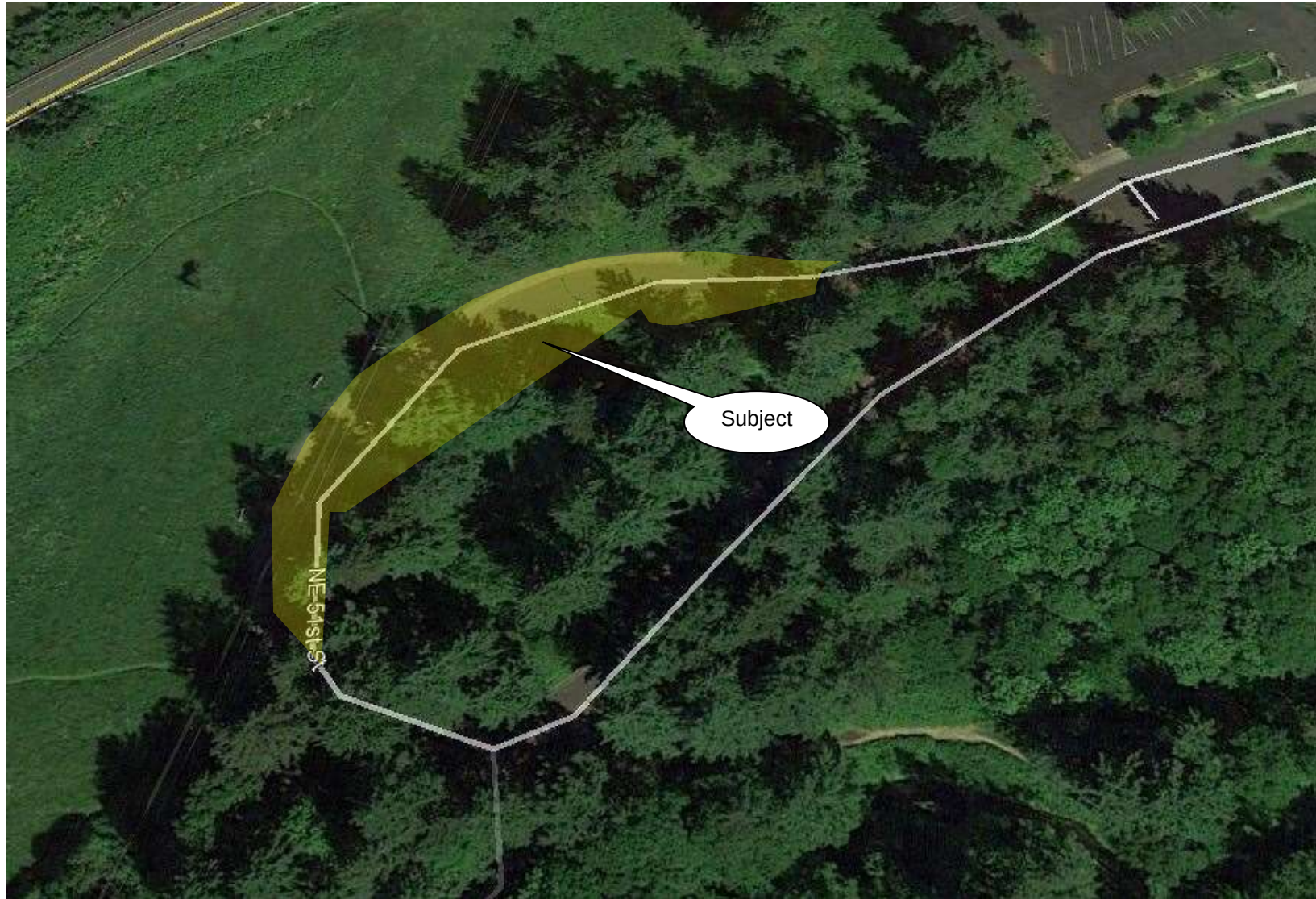
The value conclusions are summarized as follows.

Market Value of Relinquishment.....\$230,000

Market Value of Donation (Lot 100).....\$210,000

Property Description

The subject is a 25,235 sq ft (0.58 acre) parcel. A portion of this site is a paved road right-of-way and the balance is part of the unimproved center of the circular drive. It is zoned General Commercial (CG). It is irregular in shape and generally level. The Donation has the same zoning, contains 83,635 sq ft (1.92 acres), and fronts on Burnt Bridge Creek and Kevanna Park. This parcel contains some wetlands. Setbacks from the creek and wetlands severely compromise use.



Aerial Photo—Looking North

Subject Photographs

The subject is a portion of the right-of-way of NE 51st Circle and the forested island enclosed by the turn around.



View of the turn around



View of the adjoining site planned for Affinity at Vancouver, a 170-unit senior apartment complex.



Subject Photographs

The Donation parcel is on the south side of the turnaround.



View of the Donation parcel



Alternate view of the donation parcel



Subject Photographs

The Donation parcel is adjacent to Kevanna Park. Plans include extending a path from a new parking area along the vacated right-of-way to the existing entrance.



Shown is the bridge crossing Burnt Bridge Creek in Kevanna Park.



View of Burnt Bridge Creek.
Setbacks from the creek impact the Donation parcel.



Property Description



PROJECT DIRECTORY

DEVELOPER: AFFINITY AT VANCOUVER, LLC
220 W. CATALDO, SUITE 100
SPOKANE, WA 99201
(509) 321-8206

ARCHITECT: THE ARCHITECTS OFFICE, PLLC
495 MAIN ST.
BOISE, IDAHO 8372
(208) 948-2581



SITE DATA
SCALE: 1"=40'-0"

PROPERTY AREAS:	
PARTIAL 1:	77.53W ± S.F. 1.78 ± ACRES
PARTIAL 2:	79.09W ± S.F. 1.82 ± ACRES
PARTIAL 3:	186.78W ± S.F. 4.36 ± ACRES
TOTAL:	333.37W ± S.F. 8.18 ± ACRES
PROPOSED MAIN BUILDING:	
OCCUPANCY:	R-2
CONSTRUCTION TYPE:	V-A
HEIGHT:	4 STORIES
UNITS:	170
FOOTPRINT:	45,451 ± S.F.
TOTAL AREA:	182,740 ± S.F.
PROPOSED POOL BUILDING:	
OCCUPANCY:	R-2
CONSTRUCTION TYPE:	V-B
HEIGHT:	1 STORY
AREA:	4,340 ± S.F.
PROPOSED GARAGE BUILDING:	
OCCUPANCY:	U
CONSTRUCTION TYPE:	V-B
HEIGHT:	1 STORY
NUMBER OF BUILDINGS:	3
AREA:	2,840 ± S.F. - 3,088 ± S.F.
PROPOSED PARKING:	
STANDARD OPEN STALLS:	190
OPEN ACCESSIBLE STALLS:	7
STANDARD GARAGE STALLS:	47
ACCESSIBLE GARAGE STALLS:	1
TOTAL PARKING:	245 (7.44/LU)



PROJECT
AFFINITY AT VANCOUVER
NW 51ST STREET
VANCOUVER, WASHINGTON

FILED
APR 12 2011
11:20 AM
JONAS PRICE
REVISIONS

SHEET
A1.0
SITE PLAN

Preliminary Site Plan

Site Data

Location Description

SITE ADDRESS	Right of Way Relinquishment Affinity at Vancouver 10500 NE 51st Circle Vancouver, WA 98682
TAX PARCEL NUMBER	Relinquishment: No property ID is assigned to the street right-of-way. Adjacent tax parcels are 159847-000, 159848-000, and 159849-000 Donation: 159851-000
CENSUS TRACT	0413.13, Clark County, WA
BOUNDARIES & NEARBY LAND USES	The subject site is a proposed right-of-way vacation of a portion of NE 51st Circle located adjacent to tax parcels 159847-000, 159848-000, and 159849-000 and a portion of the undeveloped center of the circular drive. This area is accessed from NE 112th Avenue to NE 51st Circle. NE 51st Circle is a dead-end drive accessing the subject's neighborhood. Land use east of the subject is primarily office on the north side of NE 51st Circle including the Department of Transportation, Washington State Patrol, and Farmers Insurance. Immediately east of the subject is a vacant office building formerly occupied by the US Department of Forestry. On the south side of this drive, it is vacant land. NE 51st Circle leads to Kevanna Park and adjacent to the park is the Donation site. Running through the park is Burnt Bridge Creek. The Donation parcel is offered as exchange for the subject. This is an 83,635 sq ft parcel zoned the same as the subject. It has a truncated triangular shape. Its southeast boundary is Burnt Bridge Creek and the southern boundary is Kevanna Park. The proposed vacation would be used for parking for Affinity at Vancouver, a proposed 170 unit senior (age restricted) apartment project. The proposed vacation will terminate the circular drive. The unused portion of the drive is proposed for restoration to its natural state. The new end to NE 51st Circle is proposed as a cul-de-sac turn around with added parking for Kevanna Park and a path leading to the existing park entrance. The cost of these improvements is estimated at \$91,200. Other than, for the uses cited above, the greater area is currently undeveloped. The neighboring use to the south is residential. East of the

subject is Corporate Woods, a 47-unit apartment complex built in 2002, and on the north side of SR-500 land use is primarily commercial.

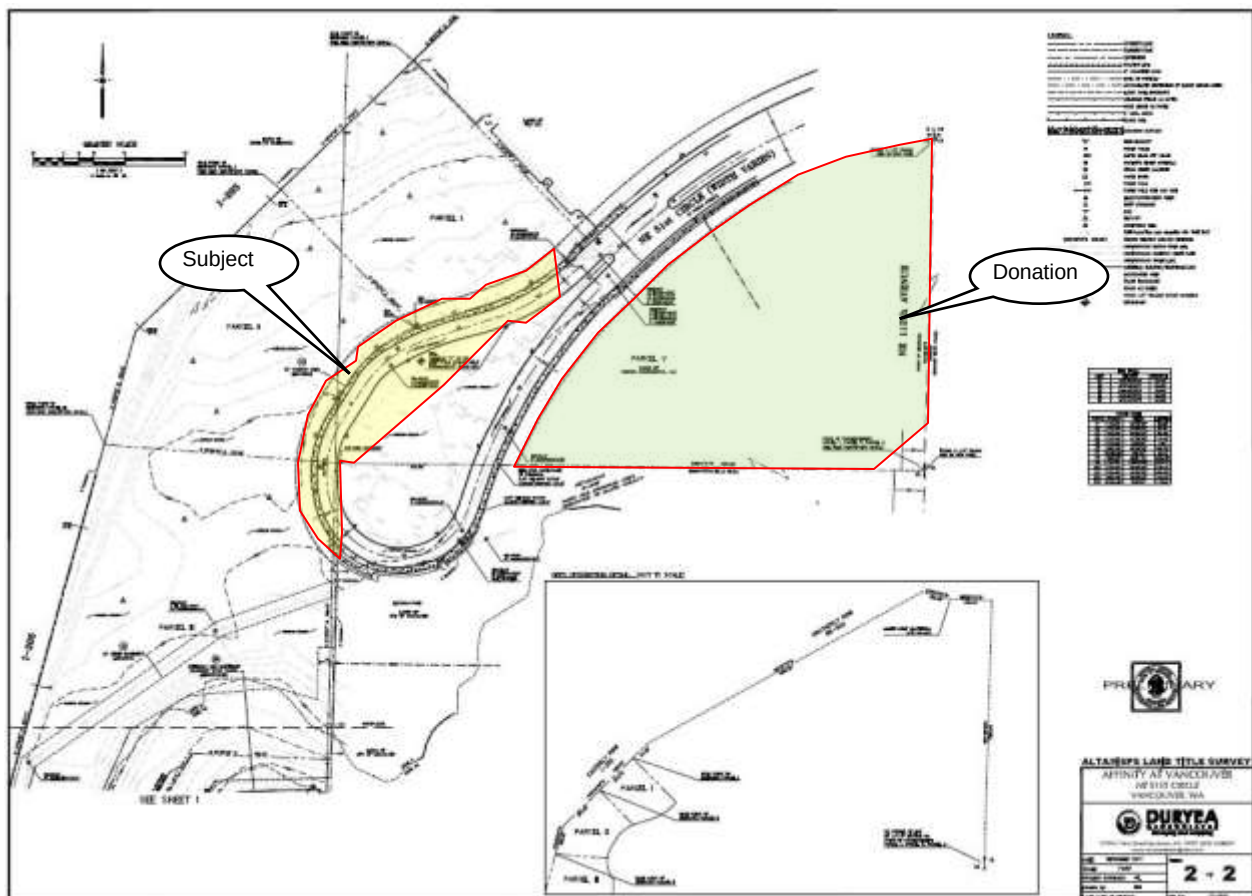
**STREETS, ACCESS
& EXPOSURE**

The subject site is a portion of a dead-end road. It provides access to Kevanna Park, a neighborhood city park at the end of this drive. It also will provide access to a proposed 170 unit senior (age restricted) apartment project. Any development in this location will be highly visible to traffic using the northbound off-ramp from I-405 to SR-500 and partially visible to traffic on I-405. Local and regional access to the subject is good. Pass-by traffic is limited due to the dead-end road.

**Physical
Description**

**SITE DIMENSIONS &
LAND AREA**

The proposed right-of-way vacation, the subject, contains 25,235 sq ft and is irregular in shape. Its shape is long and narrow potentially impacting use. The proposed Donation contains 83,635 sq ft and has a truncated triangular shape. The following survey and parcel map shows the approximate boundary of the relinquishment and of the donation.



**EXISTING
IMPROVEMENTS**

The subject is a paved city street. The proposal is to terminate the existing loop, provide a turn-around, restore the unused portion of the paved right-of-way to a natural state, and to add parking for Kevanna Park.

There are no improvements on the Donation site, forested vacant raw site.

**TOPOGRAPHY &
SOIL CONDITIONS**

Both the Relinquishment and the Donation are nearly level. A soils report was not provided for the subject. It is an assumption of this report that the soils are of sufficient load bearing capacity to allow for the proposed use.

A Mitigation Plan for Affinity at Vancouver prepared by Ecological Land Services, Inc., dated August 2018 was provided. This study includes description of the Donation parcel. The Donation parcel is impacted by required setbacks from Burnt Bridge Creek. According to the city, the setback is 100 feet plus a 75-foot buffer. The Mitigation Plan shows a wetland on this parcel, Wetland A. Wetland A is a Category III wetland containing 8,493 sq ft. A 150-foot setback is required from the wetland. This wetland appears to be entirely within the setback riparian management area buffer and the 75-foot riparian stream buffer described in this report. The report does not address soil conditions.

UTILITIES

All typical public utilities are available to the site.

Legal Restrictions

ZONING

The subject and the donation are zoned CG, (General Commercial) by the City of Vancouver. The CG zoning district is designed to allow for a full range of retail, office, and civic uses. Above ground floor, housing is allowed. Some light industrial uses also are allowed, but limited so as not to detract from the district's commercial character.

Development Criteria	
Minimum Lot Size	None
Minimum Lot Width	None
Minimum Lot Depth	None
Maximum Lot Coverage	Conditional based on screening & buffering standards
Minimum Setbacks	Conditional based on screening & buffering standards
Front Yard	10 feet (see above)
Rear Yard	10 feet (see above)
Rear Through Street	
Side Yard	0-5 feet (see above)
Between Buildings	
Maximum Height	None
Min Stebacks Adjacent to Res District	10 feet
Min Stebacks Adjacent to Non-res District	5 feet
Minimum Landscaping	15%
Parking	
Residential	1.5 spaces/DU
Senior Residential	1.0 spaces/DU



Site Address	Parcel #	Size (SF)	Size (Acres)	Source	Zoning	Jurisdiction	Assessment	
							Land	Building
Subject: Relinquishment Parcel Adjacent to								
10500 NE 51st Circle	159847-000	74,052	1.70	Assessor	CG	Vancouver	\$582,200	\$0
10420 NE 51st Circle	159848-000	82,764	1.90	Assessor	CG	Vancouver	\$650,700	\$0
10400 NE 51st Circle	159849-000	199,505	4.58	Assessor	CG	Vancouver	\$594,400	\$0
Donation Parcel								
10601 NE 51st Circle	159851-000	83,635	1.92	Assessor	CG	Vancouver	\$24,200	\$0
	Subject Portion	25,235	0.58	per Site Plan				
	Donation	83,635	1.92	Assessor				

**ASSESSMENT
VALUE & REAL
ESTATE TAXES**

The real estate assessment and tax data the parcels adjacent to the subject and the Donation are detailed in the previous table. The subject is part of a street right-of-way and is not recorded as being in a separate tax parcel. The three parcels adjacent to the subject have an existing approved preliminary site plan approval that positively affects the assessment of those parcels. This does not extend to the subject. The Donation is impacted by setbacks from Burnt Bridge Creek and wetlands on the site.

The millage rate on which property taxes are based is determined annually. Millage rates vary constantly and are influenced by services provided in each individual district and state law. The assessed value of all properties located within a district is divided by a particular year's budget requirements to arrive at a millage rate. The subject property is located in levy code (tax code area) 114008 with a 2018 rate of \$12.3432979958 per \$1,000 of assessed value.

Environmental Issues

**SEISMIC HAZARD
CONDITIONS**

It is noted that construction will be based on current building codes, which recognize the seismic risk of the area. As the appraiser does not possess the expertise in seismic, structural, and geotechnical engineering, further analysis is required to determine the subject's degree of risk.

**HAZARDOUS
MATERIALS**

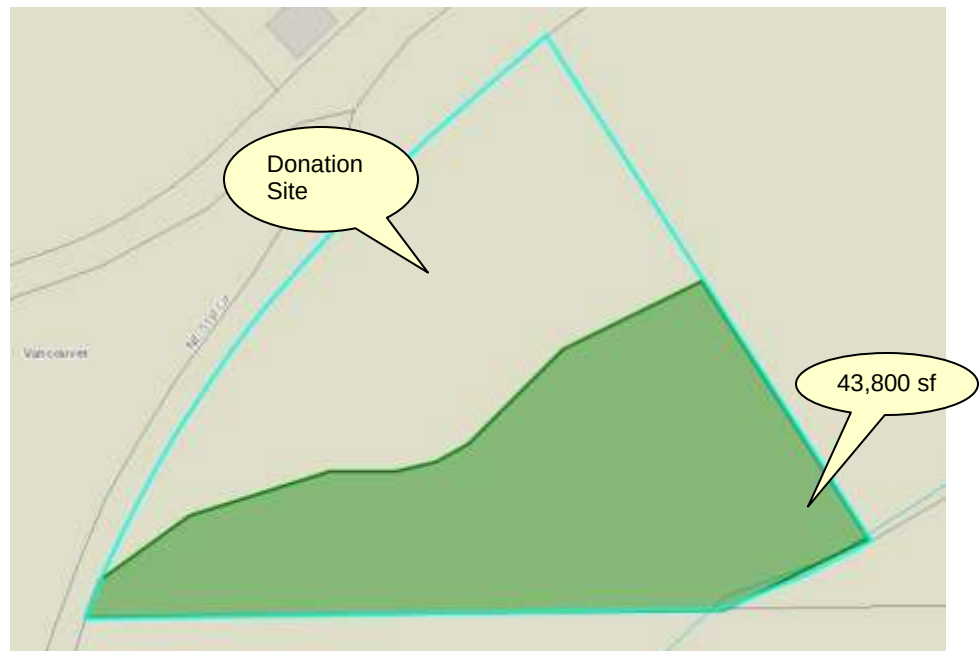
We were not provided an Environmental Site Assessment. It is an assumption of this report that both sites are not contaminated with hazardous materials.

FLOOD ZONE

According to the Flood Hazards Map No. 53011C0387D, effective September 5, 2012, the subject site (the Relinquishment) is located in Zone X, an area outside the 500-year floodplain. The Donation does border on Burnt Bridge Creek and the southeastern edge is classified AE, a special flood hazard area.



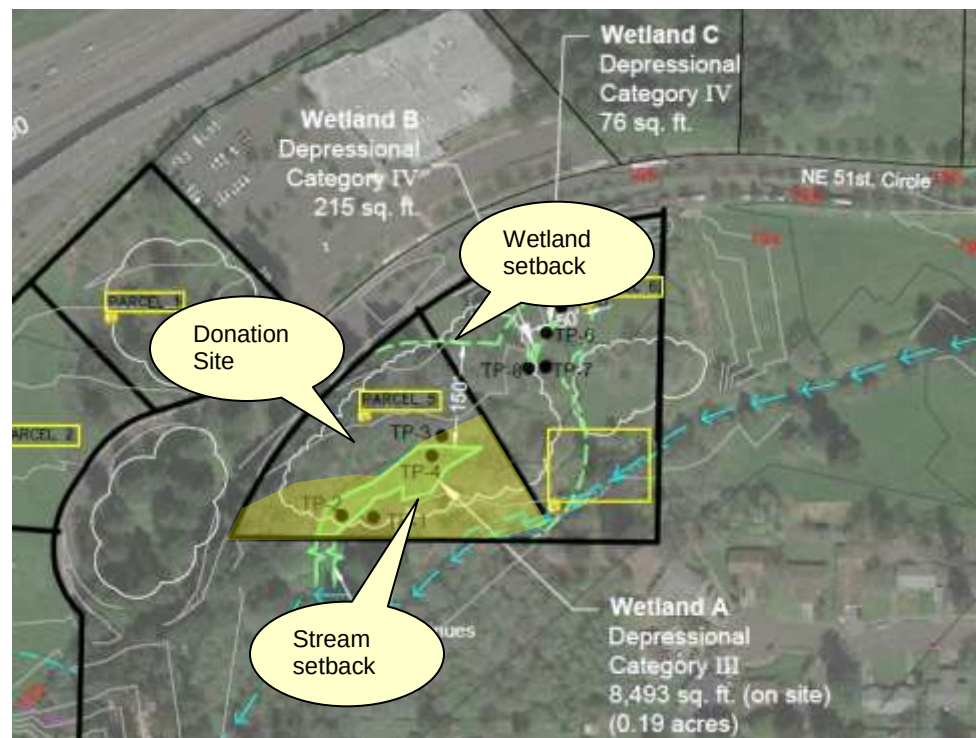
Based on information provided by the city, there is a required 100-foot setback from the creek in this location plus a 75-foot buffer. Given the amount of vegetation on this parcel, the city planner stated that the setback would effectively be 175 feet. This affects the southeast and southern portions of the parcel as shown in the following map. The size of the impacted area was estimated based on the drawing tool provided by Clark County's GIS mapping site, and is estimated at about 43,800 sq ft. This leaves 39,835 sq ft of area outside of the riparian setback. Any development occurring on usable portions of the site may use the area of the entire site area for massing.



Wet Lands

The Donation parcel is further impacted by a category III wetland as described in the *Mitigation Plan for Affinity at Vancouver Critical Areas – Permitting*, prepared by Ecological Plan services, August 2018. The wetland area appears mostly within the stream setback described above. However, the wetland also has a 150-foot buffer, leaving only the northern corner available for use as shown in the following graphic.

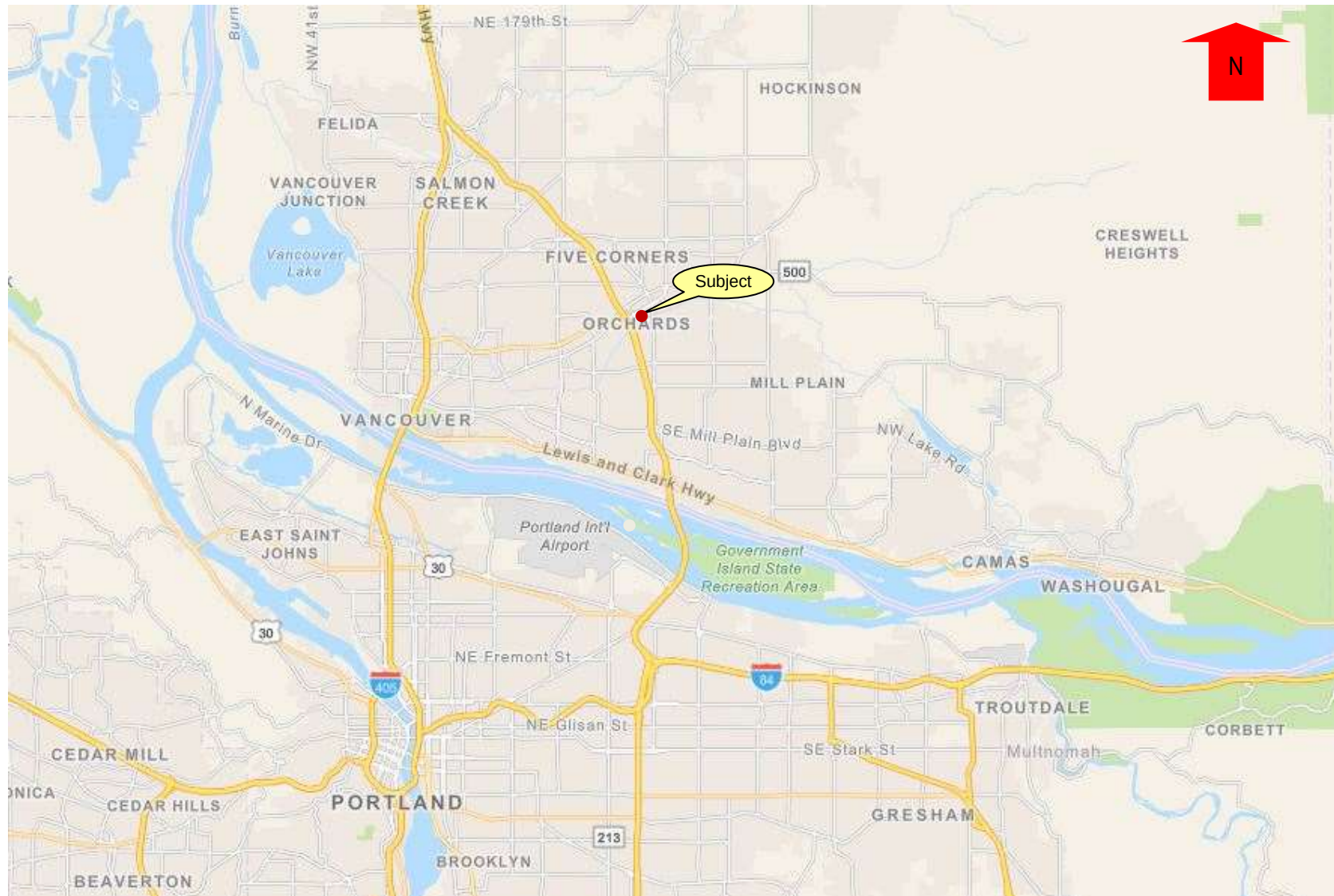
The *Vancouver Municipal Code Section 20.740.080 Reasonable Use Exceptions* provides some allowance to the property owner if application of the General Critical Areas requirements would deny all reasonable economic use of the property. If this occurs, the city determines appropriate compensation, or the property owner may apply for an exception. The extent or existence of loss must be documented by an examination of reasonable use review of the loss of economic use. This is done on a case-by-case basis.



Conclusion

Topography, zoning, availability of utilities, access and existing encumbrances are similar to other properties in the immediate vicinity. The subject has a long narrow shape making it most usable if combined with neighboring properties. By itself, its shape is considered a limiting factor. The Donation has a usable shape but is impacted by required setbacks from Burnt Bridge Creek and wetlands. The southeastern edge of the Donation borders the creek, and the setback affects the southern portion of the property. A category III wetland is also contained in this setback area, and the wetland setback extends to include most of the remaining portions of this site. The city of Vancouver provides some allowance for the impact of critical areas if they deny economic use, and some use is allowed. The degree of use must be described by specific study. Therefore, the degree of impact cannot be determined within the scope of this appraisal. Other than this there are no unusual site characteristics known to the appraiser that affect the value or marketability of the site.

Regional Overview



Regional Map

Regional Data – Portland MSA

Introduction

The Portland-Vancouver Metropolitan Statistical Area (MSA) is comprised of Clackamas, Columbia, Multnomah, Washington, and Yamhill Counties in Oregon, and Clark and Skamania Counties in Washington. The MSA is located at the confluence of the Columbia and Willamette Rivers with the Cascade mountain range to the east. The Portland-Vancouver MSA has an estimated 2017 population of over 2.4 million residents and is part of a state and area that is generally growing faster than the US average.

The five counties that comprise the Oregon-portion of the Portland Metropolitan Statistical Area are home to 60% of Oregon residents and statewide jobs, thus making the area the state's largest and most vibrant economic region.

The metro area has a very diverse industrial basis compared with other large cities across the country and similar to the U.S. as a whole. When compared to the US overall, Portland has a slightly larger share of jobs in goods-producing industries like construction and manufacturing.

Location & Topography

The Portland MSA is 70 miles east of the Pacific Ocean at the northern end of Oregon's most populated region, the Willamette Valley. Downtown Portland straddles the banks of the Willamette River, which flows north through the city center, separating the east and west sections of the city before veering northwest to join with the Columbia River less than 10 miles from downtown. The Columbia River serves as the natural boundary between the states of Washington and Oregon and consequently divides the city of Portland from its most populated suburb of Vancouver, Washington.

Portland is situated near the foothills of the Tualatin Mountains, also called the West Hills and the Southwest Hills, which pierce through the northwest and southwest regions of the city. Council Crest Park, the tallest point within city limits, is in the West Hills and rises to an elevation of 1,073 feet.

To the west of the Tualatin Mountains lies the Oregon Coast Range, and to the east lies the actively volcanic Cascade Range. On clear days Mt. Hood and Mt. St. Helens, dominate the horizon while Mt. Adams and Mt. Rainier are also sometimes visible in the distance.

The below chart presents demographic and economic data for the US, State and MSA geographic areas for comparative purposes with respect to the area immediately surrounding the subject property as described later in the report.

DEMOGRAPHIC AND ECONOMIC SUMMARY PROFILE							
DESCRIPTION	US	Oregon	Portland MSA	DESCRIPTION	US	Oregon	Portland MSA
POPULATION				AVERAGE HOUSEHOLD INCOME			
2000 Population	281,421,906	3,421,399	1,927,881	2017	\$80,675	\$75,700	\$87,053
2010 Population	308,745,538	3,831,074	2,226,009	2022	\$91,585	\$86,834	\$99,632
2017 Population	327,514,334	4,122,334	2,438,192	Annual Change 2017-2022	2.57%	2.78%	2.74%
2022 Population	341,323,594	4,339,669	2,595,007	MEDIAN HOUSEHOLD INCOME			
Annual Change 2000-2010	0.93%	1.14%	1.45%	2017	\$56,124	\$55,012	\$63,671
Annual Change 2010-2017	0.85%	1.05%	1.31%	2022	\$62,316	\$62,633	\$75,159
Annual Change 2017-2022	0.83%	1.03%	1.25%	Annual Change 2017-2022	2.12%	2.63%	3.37%
POPULATION 65+				PER CAPITA INCOME			
2010 Population	40,267,984	533,533	252,218	2017	\$30,820	\$30,179	\$33,937
2017 Population	51,112,814	702,319	349,221	2022	\$34,828	\$34,452	\$38,647
2022 Population	60,125,156	840,919	427,662	Annual Change 2017-2022	2.48%	2.68%	2.63%
Annual Change 2010-2017	3.47%	4.00%	4.76%	2017 HOUSEHOLDS BY INCOME			
Annual Change 2017-2022	3.30%	3.67%	4.14%	Household Income Base	123,157,201	1,619,789	939,464
HOUSEHOLDS				<\$15,000	11.5%	11.1%	8.9%
2000 Households	105,480,101	1,333,723	745,531	\$15,000-\$24,999	10.0%	10.2%	8.2%
2010 Households	116,716,292	1,518,938	867,794	\$25,000-\$34,999	9.7%	10.4%	8.8%
2017 Households	123,158,887	1,619,793	939,464	\$35,000-\$49,999	13.1%	13.1%	12.2%
2022 Households	128,069,416	1,701,088	996,972	\$50,000-\$74,999	17.8%	18.8%	18.7%
Annual Change 2000-2010	1.02%	1.31%	1.53%	\$75,000-\$99,999	12.4%	12.9%	14.1%
Annual Change 2010-2017	0.77%	0.92%	1.14%	\$100,000-\$149,999	13.9%	13.6%	15.9%
Annual Change 2017-2022	0.79%	0.98%	1.20%	\$150,000-\$199,999	5.7%	4.9%	6.4%
HOUSING UNITS (2017)				\$200,000 or greater	6.1%	5.0%	6.9%
Total Housing Units	123,158,887	1,619,793	939,464	MEDIAN HOME VALUE			
Owner Occupied	55.6%	54.4%	56.2%	2017	\$207,344	\$279,548	\$311,849
Renter Occupied	33.1%	36.6%	38.3%	2022	\$247,785	\$342,529	\$369,089
Vacant Housing Units	11.3%	9.0%	5.5%	Annual Change 2017-2022	3.63%	4.15%	3.43%
HOUSING UNITS (2022)				AVERAGE HOME VALUE			
Total Housing Units	128,069,416	1,701,088	996,972	2017	\$286,484	\$327,722	\$362,068
Owner Occupied	55.2%	54.2%	56.1%	2022	\$330,843	\$393,909	\$428,717
Renter Occupied	33.1%	36.7%	38.5%	Annual Change 2017-2022	2.92%	3.75%	3.44%
Vacant Housing Units	11.6%	9.0%	5.5%	HOUSING UNITS BY UNITS IN STRUCTURE			
HOUSING UNITS BY YEAR BUILT				1 - Detached	81,840,073	1,073,900	577,581
2010 or Later	1,315,426	14,632	8,960	1 - Attached	7,725,793	74,591	48,486
2000 to 2009	19,803,260	259,743	150,623	2	4,976,158	48,441	27,708
1990-1999	18,512,067	290,218	176,340	3 or 4	5,880,728	74,354	43,524
1980-1989	18,346,272	186,335	109,234	5 to 9	6,341,597	74,377	50,907
1970-1979	20,978,482	334,695	168,416	10 to 19	5,950,183	61,664	45,588
1960-1969	14,626,326	164,086	85,679	20 to 49	4,732,441	52,160	35,886
1950-1959	14,374,462	142,308	69,667	50 or greater	6,678,112	82,251	63,932
1940-1949	7,119,373	94,957	46,034	Mobile Home	8,506,996	139,459	38,900
1939 or Earlier	17,665,365	198,840	118,935	Boat/RV/Van	108,952	4,617	1,376

Source: Esri

Demographic Data & Forecast

In the 1980s, a marked economic decline, particularly in logging and forest products, stemmed the flow of migrants to Oregon and resulted in a slower pace of growth for Oregon (7.9%) compared to the nation (10.4%). During the following decade, population growth in the Portland metropolitan area outpaced the national average with 13.6% growth. Bolstered by strong employment growth and amenity-driven migration, both the Portland metro and the state of Oregon sustained impressive growth during the 1990s.

While Portland's population growth still ranks among the most robust in the nation due to strong net-migration trends, annual job growth has begun to trend downward over the past two years (largely due to full employment) and Oregon's population growth is expected to continue at a slower pace for at least the next several years. Based on the current forecast, Oregon's population will reach 4.34 million in the year 2022 with an average annual rate of growth of 1.03% between 2017 and 2022. Oregon's economic condition heavily influences the state's population growth, determining its ability to retain a local work force as well as attract job seekers from other states and beyond. As Oregon's total fertility rate remains below the replacement level and deaths continue to rise due to the aging population, long-term growth comes from net-in migration.

Population Trend & Forecast (Annual Average Rate of Change by Period)*

	2000	Annual % Δ	2010	Annual % Δ	2017	Annual % Δ	2022
US	281,421,906	0.93%	308,745,538	0.84%	327,323,594	0.84%	341,323,594
State of Oregon	3,429,708	1.13%	3,838,957	1.02%	4,122,334	1.03%	4,339,669
State of Washington	5,910,512	1.33%	6,744,496	1.16%	7,311,450	1.13%	7,733,706
Salem MSA (Marion-Polk Counties)	348,007	1.18%	391,487	0.97%	418,765	0.99%	439,977
Albany-Corvallis-Lebanon, CSA	181,222	1.10%	202,251	0.75%	213,150	0.79%	221,756
Eugene MSA (Lane County)	323,492	0.84%	351,852	0.80%	372,145	0.88%	388,754
Medford MSA (Jackson County)	181,775	1.13%	203,421	0.91%	216,670	0.98%	227,460
Clackamas County, OR	338,347	1.06%	375,992	1.31%	411,843	1.24%	437,950
Columbia County, OR	43,560	1.26%	49,351	0.38%	50,668	0.46%	51,853
Multnomah County, OR	660,516	1.08%	735,334	1.24%	801,725	1.19%	850,391
Washington County, OR	445,356	1.75%	529,710	1.49%	587,291	1.41%	629,931
Yamhill County, OR	84,992	1.56%	99,193	0.77%	104,675	0.78%	108,808
Clark County, WA	345,238	2.11%	425,363	1.45%	470,604	1.40%	504,392
Skamania County, WA	9,872	1.15%	11,066	0.41%	11,386	0.51%	11,682
Portland-Vancouver-Hillsboro, OR-WA MSA	1,927,881	1.45%	2,226,009	1.31%	2,438,192	1.25%	2,595,007

As shown in the previous table, Oregon and Washington have displayed reasonably similar growth patterns and both are expected to exceed the growth rates of the overall US over the next five years. However, in general the State of Washington has grown at a slightly higher rate and is projected to continue growing at a slightly higher rate. In the Portland-Vancouver MSA, the growth rates are mixed with Columbia County projected to essentially have little growth through 2022. Similarly, Yamhill County and Skamania County (Washington) are project to have slow growth through 2022. While Clark County (Washington) and

Washington County (Oregon) are projected to have the highest rates of growth through 2022.

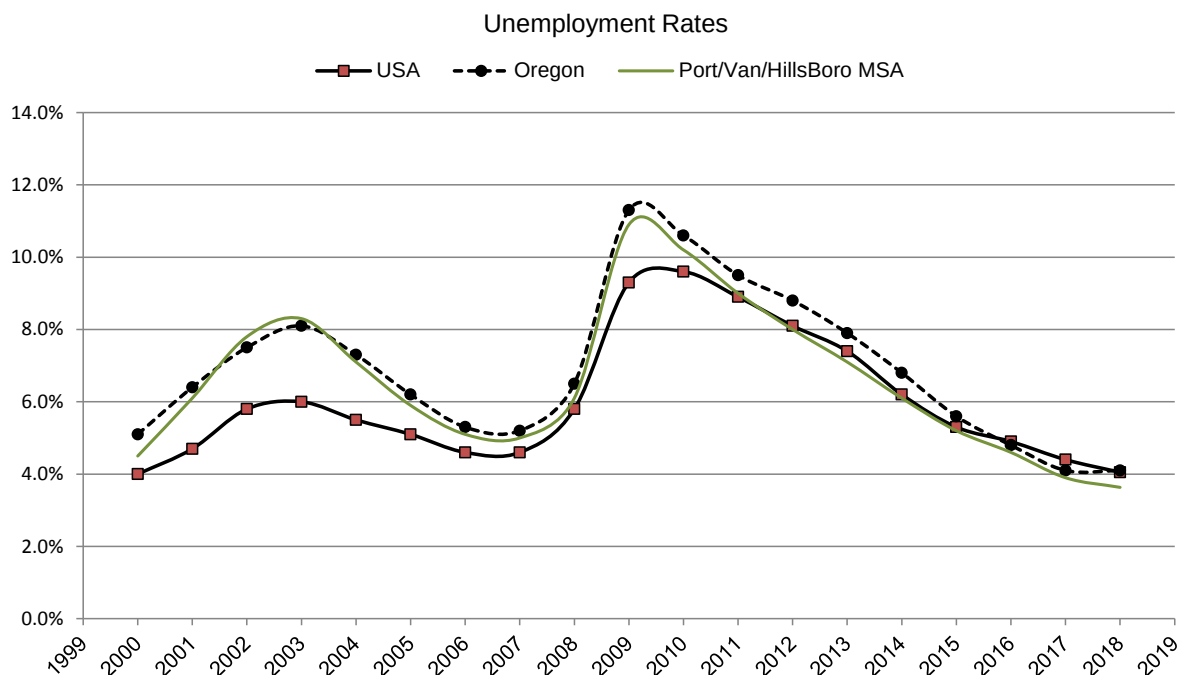
Economic Data

Early in its history, the Portland MSA economy was based on the Columbia and Willamette Rivers and their access to the Pacific Ocean. The town was a supply hub for area farming communities and a regional shipping center. The deep, fresh-water port helped the city establish itself as an important part of the growing lumber industry, and a number of manufacturing concerns settled there because of the ease of transportation. Today, Portland is the third largest export tonnage port on the West Coast.

Since the recovery, the Portland metropolitan area continues to add jobs and over the last 5 years have added jobs at a rate slightly above the state average. As growth prospects improve for the underlying economy, and with all of Oregon's regions adding jobs, growth is likely to pick up.

Employment Statistics

Oregon's unemployment rate was 4.1% in March 2018, unchanged from one year earlier. Likewise the unemployment in the Portland-Vancouver-Hillsboro MSA was 3.7% in March 2018 versus approximately 3.7% in March 2017. In general, the current unemployment rates for the US are near the lows seen in the pre-recession period of 2006 and 2007 and within the Portland PMSA, they are below the previous lows.



Employment Trends

The following chart summarizes nonfarm employment trends in Oregon and the Portland Metro area. Employment has grown 17.0% over the last seven years within the State of Oregon while employment has grown at a higher rate in the Portland Metro area at 19.8%.

As the labor market becomes tight, job growth must slow, as there is no longer a large, available employment pool because most everyone already is employed. Over the last two years, annual job growth has started to cool with 2.4% growth in 2017, down from 3.0% in 2016 and 3.4% in 2015. Over the last seven years, annual job growth has averaged about 2.8% in the Portland Metro area.

Sectors with the highest growth rate include natural resources and mining, construction, and professional and business services. The growth of these sectors is undoubtedly linked to improvement in the real estate markets over the last five years.

Employment by Industry Trends

	State of Oregon					Portland-Vancouver MSA				
	2010	% Total	2017	% Total	2010-17 % Change	2010	% Total	2017	% Total	2010-17 % Change
Total nonfarm employment	1,601,333	100.0%	1,873,025	100.0%	17.0%	979,200	100.0%	1,172,900	100.0%	19.8%
Total private	1,301,775	81.3%	1,564,150	83.5%	20.2%	831,800	84.9%	1,016,700	86.7%	22.2%
Mining, logging, and construction	73,942	4.6%	104,658	5.6%	41.5%	46,700	4.8%	68,200	5.8%	46.0%
Mining and logging	6,325	0.4%	7,017	0.4%	10.9%	1,100	0.1%	1,300	0.1%	18.2%
Construction	67,617	4.2%	97,642	5.2%	44.4%	45,600	4.7%	66,900	5.7%	46.7%
Manufacturing	163,875	10.2%	189,767	10.1%	15.8%	107,100	10.9%	123,200	10.5%	15.0%
Durable goods	114,925	7.2%	131,542	7.0%	14.5%	79,700	8.1%	90,500	7.7%	13.6%
Nondurable goods	48,950	3.1%	58,225	3.1%	18.9%	27,400	2.8%	32,800	2.8%	19.7%
Trade, transportation, and utilities	303,750	19.0%	350,667	18.7%	15.4%	185,400	18.9%	215,800	18.4%	16.4%
Wholesale trade	67,058	4.2%	76,692	4.1%	14.4%	50,100	5.1%	57,300	4.9%	14.4%
Retail trade	184,167	11.5%	210,883	11.3%	14.5%	102,000	10.4%	118,900	10.1%	16.6%
Transportation, warehousing, and utilities	52,525	3.3%	63,092	3.4%	20.1%	33,400	3.4%	39,500	3.4%	18.3%
Information	31,725	2.0%	34,133	1.8%	7.6%	22,700	2.3%	25,700	2.2%	13.2%
Financial activities	93,192	5.8%	99,625	5.3%	6.9%	62,200	6.4%	70,300	6.0%	13.0%
Finance and insurance	56,025	3.5%	57,442	3.1%	2.5%	40,100	4.1%	43,100	3.7%	7.5%
Real estate and rental and leasing	37,167	2.3%	42,183	2.3%	13.5%	22,100	2.3%	27,200	2.3%	23.1%
Professional and business services	188,483	11.8%	243,267	13.0%	29.1%	136,100	13.9%	180,600	15.4%	32.7%
Professional and technical services	71,108	4.4%	94,650	5.1%	33.1%	54,000	5.5%	74,900	6.4%	38.7%
Management of companies and enterprises	35,125	2.2%	47,083	2.5%	34.0%	27,900	2.8%	39,800	3.4%	42.7%
Administrative and waste services	82,250	5.1%	101,533	5.4%	23.4%	54,100	5.5%	65,900	5.6%	21.8%
Education and health services	227,875	14.2%	272,583	14.6%	19.6%	142,400	14.5%	169,300	14.4%	18.9%
Educational services	31,817	2.0%	35,892	1.9%	12.8%	25,100	2.6%	28,300	2.4%	12.7%
Health care and social assistance	196,058	12.2%	236,692	12.6%	20.7%	117,300	12.0%	141,000	12.0%	20.2%
Leisure and hospitality	162,383	10.1%	206,058	11.0%	26.9%	94,600	9.7%	122,100	10.4%	29.1%
Arts, entertainment, and recreation	21,433	1.3%	26,833	1.4%	25.2%	13,700	1.4%	17,300	1.5%	26.3%
Accommodation and food services	140,950	8.8%	179,225	9.6%	27.2%	80,900	8.3%	104,800	8.9%	29.5%
Other services	56,558	3.5%	63,458	3.4%	12.2%	34,800	3.6%	41,500	3.5%	19.3%
Government	299,558	18.7%	308,875	16.5%	3.1%	147,400	15.1%	156,200	13.3%	6.0%
Federal government	30,533	1.9%	28,167	1.5%	-7.8%	18,600	1.9%	18,200	1.6%	-2.2%
State government	79,650	5.0%	56,350	3.0%	-29.3%	22,800	2.3%	19,700	1.7%	-13.6%
Local government	189,375	11.8%	224,358	12.0%	18.5%	106,000	10.8%	118,400	10.1%	11.7%

State and National Economic Forecast

% Change	2018 - Quarterly				Annual				
	Q1	Q2	Q3	Q4	2016	2017	2018	2019	2020
Oregon									
Total Nonfarm Employment	2.2	2.4	2.3	2.4	2.9	2.1	2.1	2.1	1.1
Wage & Salaries	4.6	4.4	4.1	4.0	2.3	2.1	4.2	4.1	4.0
Personal Income	4.1	4.6	4.2	4.3	2.6	2.1	4.0	4.3	3.9
Population	1.3	1.5	1.7	1.3	1.5	1.6	1.5	1.4	1.3
United States									
Total Nonfarm Employment	1.6	1.4	1.3	1.3	1.8	1.5	1.4	1.1	1.0
Wage & Salaries	3.9	4.3	4.4	4.5	2.9	3.1	4.3	4.2	4.3
Personal Income	5.4	4.8	4.7	4.6	2.4	3.1	4.5	4.6	4.6
Population	0.8	0.8	0.8	0.8	0.8	0.8	0.8	0.8	0.8

Oregon Office of Economic Analysis - March 2018 Forecast

TOP EMPLOYERS

The largest MSA in Oregon provides a wide variety of employment options, with a long-term trend of slowly moving away from the traditional natural resource-based economy. The following employers are the largest in the Portland Metropolitan Area:

Largest Employers - Portland Metro Area				
Rank	Name	Local Employees	Industry	Headquarters
1	Intel	18,600	Computer Hardware	Santa Clara, Ca
2	Providence Health & Services	16,139	Government	Renton, WA
3	Oregon Health & Science University	14,963	Health Care	Portland, OR
4	Kaiser Permanente Northwest	11,898	Health Care	Portland, OR
5	Fred Meyer	10,813	Retail Grocery	Cincinnati, OH
6	Legacy Health System	8,700	Health Care	Portland, OR
7	Nike Inc.	8,500	Apparel Design and Manufacturing	Beaverton, OR
8	Portland Public Schools	6,135	Public K-12 Education	Portland, OR
9	Multnomah County	5,995	Government	Portland, OR
10	City of Portland	5,481	Government	Beaverton, OR
11	Beaverton School District	4,637	Public K-12 Education	Beaverton, OR
12	Wells Fargo	4,527	Banking	San Francisco, CA
13	PeaceHealth Southwest Medical Center	4,446	Health Care	Vancouver, WA
14	Portland Community College	3,906	Public Community College	Portland, OR
15	U.S. Bank	3,757	Banking	Minneapolis, MN

Source: Portland Business Journal 2016 Book of Lists

The top private employers in the region come from a diverse group of companies, from health care to financial institutions and from grocery chains to technology related companies. Intel employs more workers in the Portland region than any other market in the world. It is noted however that the federal, county and city governments are a substantial employment sector within the area.

HOSPITALS

There are 19 hospitals in the Portland Metro Area providing a wide variety of health care services to the surrounding community.

#	County	City	State	Name	Licensed Beds
1	Clackamas	Clackamas	OR	Kaiser Sunnyside Medical Center	196
2	Clackamas	Oregon City	OR	Providence Willamette Falls Medical Center	143
3	Clackamas	Tualatin	OR	Legacy Meridian Park Hospital	150
4	Multnomah	Gresham	OR	Legacy Mount Hood Medical Center	115
5	Multnomah	Portland	OR	Adventist Medical Center	302
6	Multnomah	Portland	OR	Doernbecher Children's Hospital	
7	Multnomah	Portland	OR	Legacy Emanuel Medical Center	554
8	Multnomah	Portland	OR	Legacy Good Samaritan Medical Center	539
9	Multnomah	Portland	OR	Oregon Health & Science University Hosp	560
10	Multnomah	Portland	OR	Providence Portland Medical Center	483
11	Multnomah	Portland	OR	Portland Shriners Hospital	
12	Multnomah	Portland	OR	Veterans Affairs Medical Center	
13	Washington	Forest Grove	OR	Tuality Forest Grove Hospital	215
14	Washington	Hillsboro	OR	Kaiser Westside Medical Center	126
15	Washington	Hillsboro	OR	Tuality Community Hospital	215
16	Washington	Portland	OR	Providence St. Vincent Medical Center	552
17	Yamhill	Newberg	OR	Providence Newberg Medical Center	40
18	Clark	Vancouver	WA	PeaceHealth Southwest Medical Center	450
19	Clark	Vancouver	WA	Legacy Salmon Creek Hospital	194



#	Shopping Mall / Center	City	Year Opened	SF	Stores
1	Bridgeport Village	Tigard	2005	465,000	82
2	Cascade Station	NE Portland	2007	800,000	43
3	Cedar Hills Crossing	Beaverton	1969	750,000	60
4	Clackamas Town Center	Clackamas	1981	1,230,000	172
5	Clackamas Promenade	Clackamas	1989	428,373	41
6	Eastport Plaza	SE Portland	1960	406,661	45
7	Jantzen Beach Center	N Portland	1972	684,543	39
8	Lloyd Center	NE Portland	1960	1,472,000	178
9	Mall 205	SE Portland	1970	477,000	40
10	Pioneer Place	Portland	1990	369,000	61
11	The Streets of Tanasbourne	Hillsboro	2004	368,000	41
12	Sunset Esplanade	Hillsboro	1989	362,874	35
13	Washington Square	Tigard	1973	1,458,734	170
14	Westfield	Vancouver	1977	883,000	140
15	Hazel Dell Towne Center	Vancouver	2004	388,081	36
16	Vancouver Plaza	Vancouver	1988	621,953	33



Education

The Portland Metra area has a diverse group of colleges and universities including Lewis & Clark College, Willamette University, Reed College, University of Portland, Portland Community College, Art Institute of Portland, Oregon Health and Science University Portland State University, Pacific University, Linfield College, George Fox University, Clackamas Community College, Mount Hood Community College, Clark College etc. In general, there is considerable opportunity for post high school education in the area.

Transportation

PUBLIC

While the Portland area suffers from rush-hour traffic congestion on major freeways and state highways, the area benefits from an extensive public transportation network. The TriMet bus system covers the city and its suburbs thoroughly. TriMet's 52-mile MAX (Metropolitan Area Express) offers light rail service throughout the metropolitan area. Since 2001, the Portland Streetcar has been serving the downtown and NW areas of Portland. With a recent expansion, it serves 9.35 miles and covers the Lloyd District and Central Eastside Industrial District as well. Portland Union Station is served by three scheduled Amtrak intercity passenger trains. These passenger trains link Portland with Seattle, Vancouver, B.C., and Eugene daily.

AIR & FREIGHT

Twenty minutes northeast of downtown Portland is the Portland International Airport (PDX), which has topped Conde Nast Traveler's ranking of the best U.S. airports and achieved the nation's highest marks for security, comfort, and design. Guidance of the airport falls to the Port of Portland, which also administers operations at two general-aviation airports: Hillsboro and Troutdale.

FREEWAY NETWORK

The Portland-Vancouver Metropolitan Statistical Area is serviced by a large network of freeways and state highways including I-5, which runs in a north/south direction through the Willamette Valley of Oregon, extending from California to Canada.

I-84 links with I-5 near the downtown area of Portland and runs in an east/west manner, east to Idaho. The I-205 loop traverses the Greater Portland Area east of I-5, through the areas of West Linn to the south, Oregon City, Gladstone, Johnson City, Clackamas, Happy Valley and SE and NE Portland. The freeway travels north across the Columbia River to the Washington communities of Ellsworth, Vancouver and Walnut Grove, finally linking back up with I-5 north of Vancouver.

I-405 covers the area west of the Willamette River, linking with I-5 at the southern and northern ends of downtown Portland. Various state

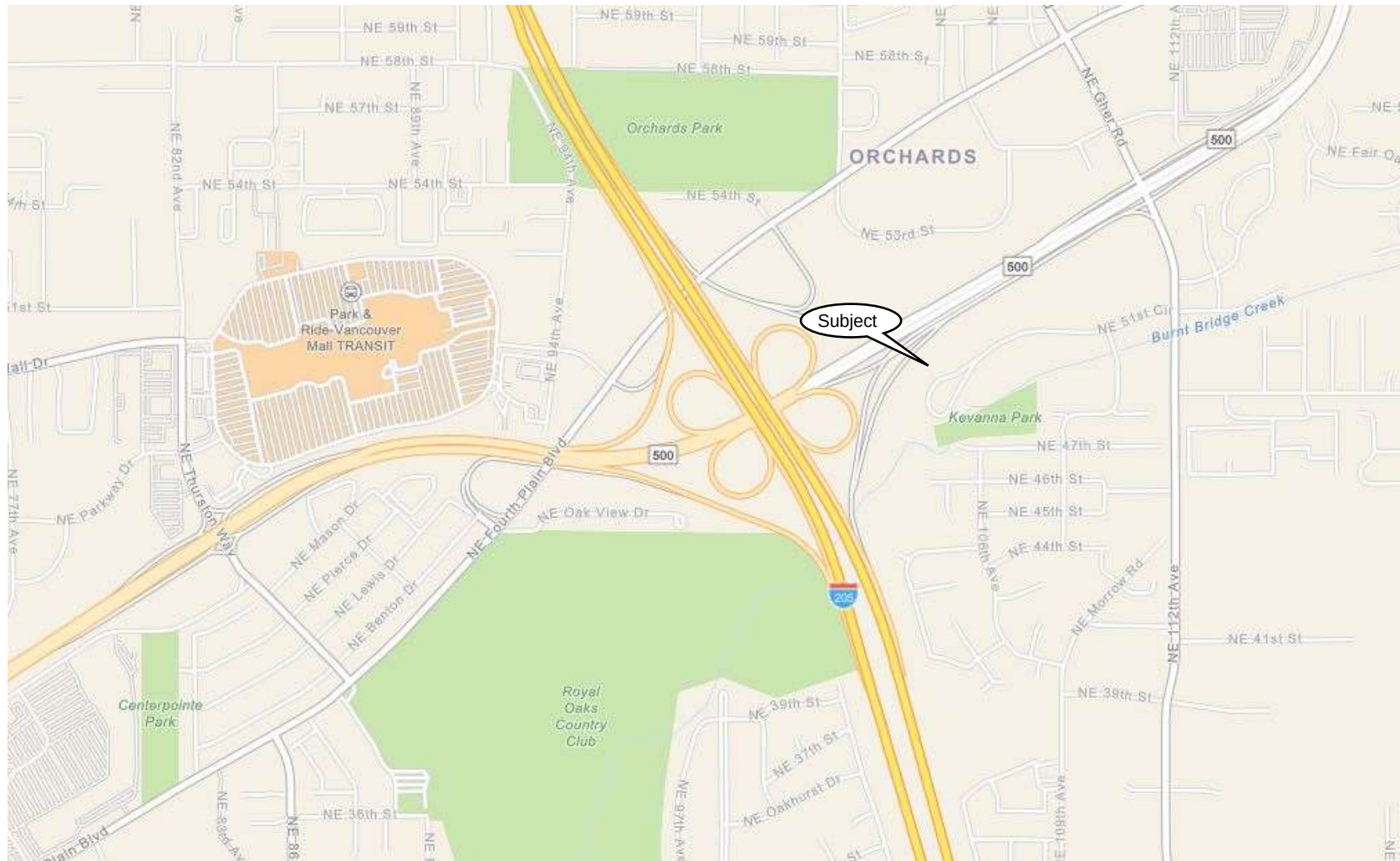
routes link the MSA with surrounding areas, including Highways 26 (west and southeast), 30 (northwest), and Oregon Route 217 (connects Highway 26 with I-5). Washington State Route 14 travels along the northern banks of the Columbia River from downtown Vancouver east to Camas and Washougal.

Summary

Oregon and the Portland Metro area is a desirable living environment due to its easy access to recreation, good transportation infrastructure, the availability of a skilled workforce, and a reasonably low cost of living.

In Oregon, the economic growth the state began to experience in 2013 has continued through 2017. This improvement was largely expected as the construction industry strengthened in both housing and commercial sectors and the need for professional and business services increased. Additionally most of the other sectors expanded but at a more moderate rate. While the rate of growth for some counties remains low most regions of the state are experiencing gains today. In general, the market is expected to continue improving with the greater US economy as positive trends in employment and population growth spur economic expansion.

Neighborhood & Competitive Market

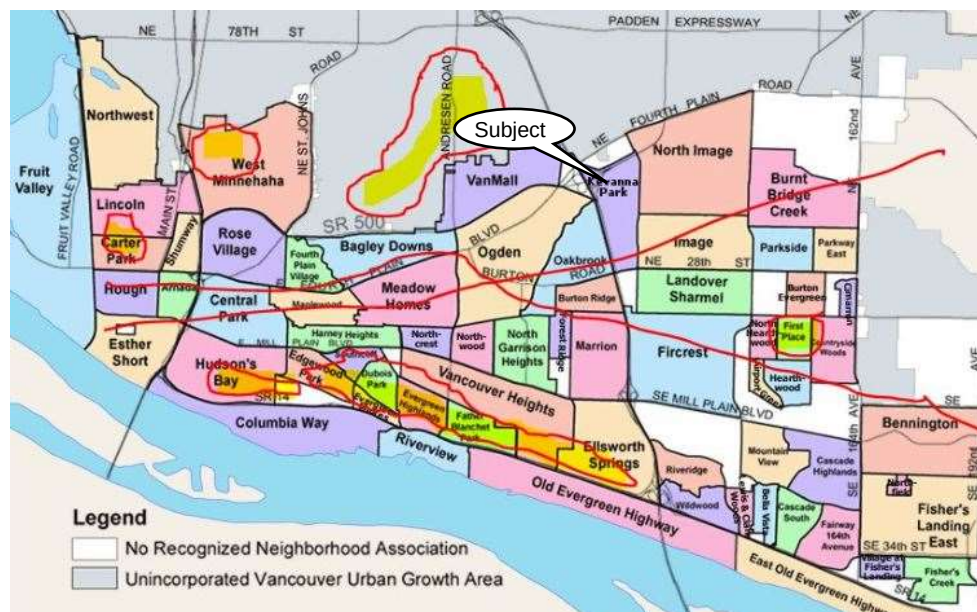


Expanded Neighborhood Map

Neighborhood & Competitive Market

Introduction

The subject is located in northern Vancouver within the Kevanna Park neighborhood, as shown in the following map. The City of Vancouver is divided by designated neighborhoods. The northern boundary of the neighboring planning district, the North neighborhood, is NE Fourth Plain Boulevard and the northern corporate boundary of Vancouver. The subject's neighborhood centers on Kevanna Park, a wooded 6.3-acre park located along Burnt Bridge Creek. The area consists mainly of single-family homes, a few apartment complexes, and commercial and light industrial uses along the major arterial frontages. South of the subject's location are several relatively new multifamily projects. As the trend continues, this use will likely extend north, shifting the character of the neighborhood to a more densely populated area. The largest new projects in this greater area are Four Seasons Central with 156 units completed in early 2018 and Overlook Park with 154 units completed in 2013. This change has created some neighborhood concern over traffic and the lack of buffers between land uses.



Access

The city is served by Interstate 5 (I-5), the region's primary north-south interstate highway, and Interstate 205 (I-205), a bypass route through central and eastern Vancouver; State Route 500, which bisects the city between I-5 and I-205; and State Route 14, which connects Vancouver with suburban and rural communities along the Columbia River. The subject's location is east of I-205 near its SR-500 interchange.

[illegible]

No.	Description
A	Westfield Vancouver Mall
B	Covington Middle School
C	Image Elementary School
D	Orchards Park
E	Royal Oaks Golf & Country Club
F	Kevanna Park
G	Washington State Patrol

Kidder Mathews
Valuation Advisory Services

The greater Vancouver area is part of the Portland/Hillsboro/Vancouver MSA. The Vancouver portion of the market includes south Clark County, those portions of the greater market on the north side (the Washington side) of the Columbia River. The Vancouver market is divided into two portions – West and East. The subject is in the East Vancouver portion of this market, but is near its western boundary.

**Immediate
Neighborhood
Boundaries**

The East Vancouver Market is generally describes as being east of Andresen Road. It extends as far north as NE Lucia Falls Road and includes Battleground. To the east, the boundary extends into a small portion of Skamania County but for analysis, data collected and used stops at the county line. To the south, the boundary is the Columbia River. The character of this market is described in more detail in the following section.

Apartment Market Analysis

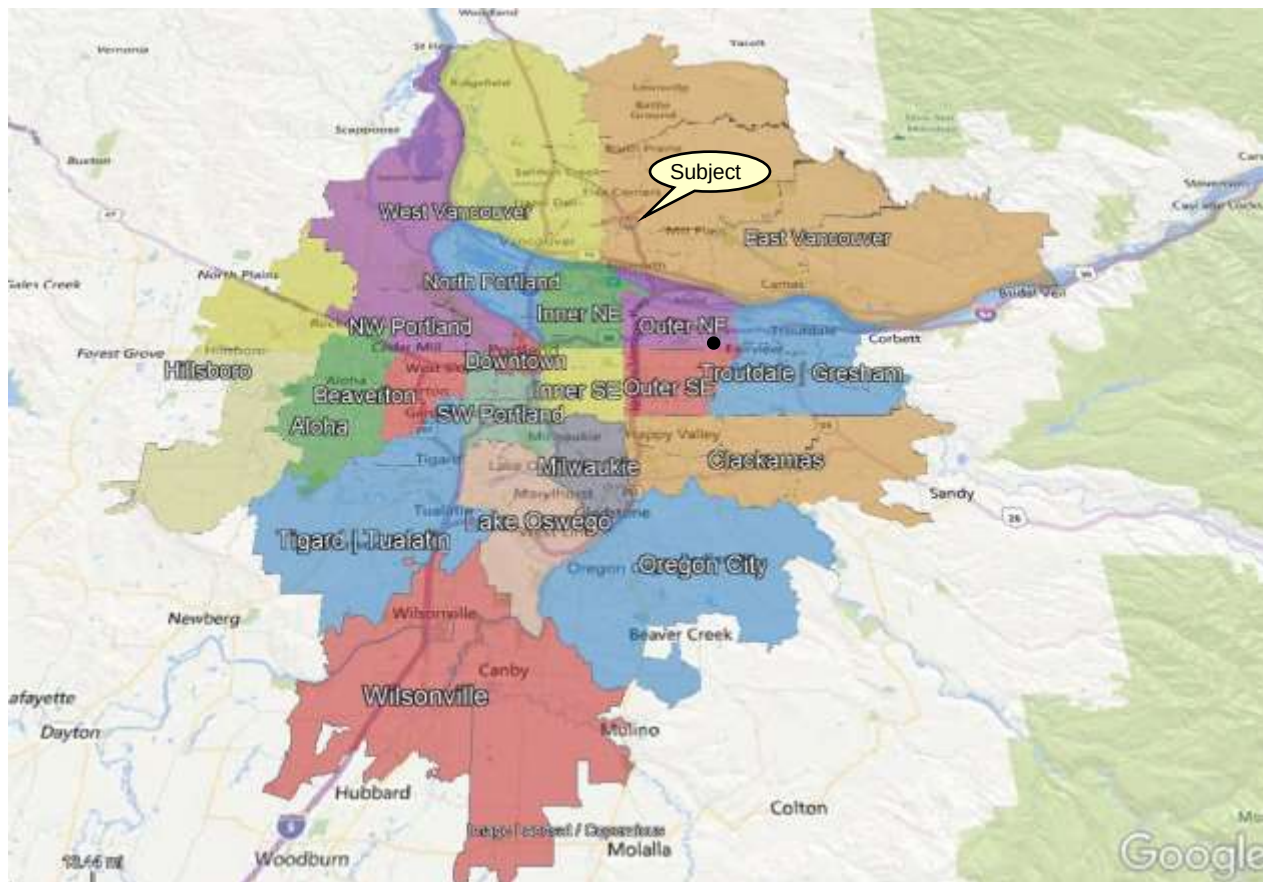
Apartment Market Analysis

Introduction

The following apartment multifamily metrics are based on several sources including CoStar (inventory) and the Metro Multifamily Housing Association (MMHA) Apartment Report (rent and vacancy trends). MMHA surveys their members and other participating properties throughout the greater Portland Metropolitan area twice a year, in the spring (March) and in the fall (September). The most recent information available at this time is their *Multifamily NW Spring 2018 Apartment Report*.

Portland Metro Submarkets

The subject is located within the western portion of the East Vancouver submarket as defined by the MMHA. This market is directly competitive with the West Vancouver. Because of the Columbia River, it is far less competitive with markets in other parts of the Portland Metro area such as the North Portland, Inner Northeast, and Outer Northeast markets as shown on the following map.



Regional Overview

According to the Multifamily NW Spring 2018 Apartment Report, vacancy is up, rents are down from historic high levels, and new units keep getting delivered. The Portland area is in the midst of one of the strongest economies and building cycles in decades, and the trends bode well for improving affordability in the apartment market. Prospective residents who can afford the higher rent rates in new projects, are no longer competing with prospects for class B and C apartments. With increasingly less competition for lower priced units, availability for affordable units is on the rise. New multifamily development has created a more balanced market, as supply meets demand. The construction pipeline has over 40,000 units slated. However, with market conditions weakening, new inclusionary zoning regulations in Portland, and construction costs escalating, it's expected that some projects will never be delivered.

The Portland area unemployment rate is still seeing record lows, and household income growth is strong. Average operating expenses per unit have increased 6% year over year, as rent growth has stalled, putting downward pressure on net operating income. For-sale inventory for apartments remains low, as demand remains high. The number of closed transactions in Portland Metro continues to decrease. Only 62 closed sales in 1Q2018, compared to over 100 in each of the three previous quarters. Cap rates are also declining, averaging 5.15% in 1Q2018. The median price per unit in 1Q2018 was \$152,000 and the median price per square foot was \$171.



Vacancy Trends

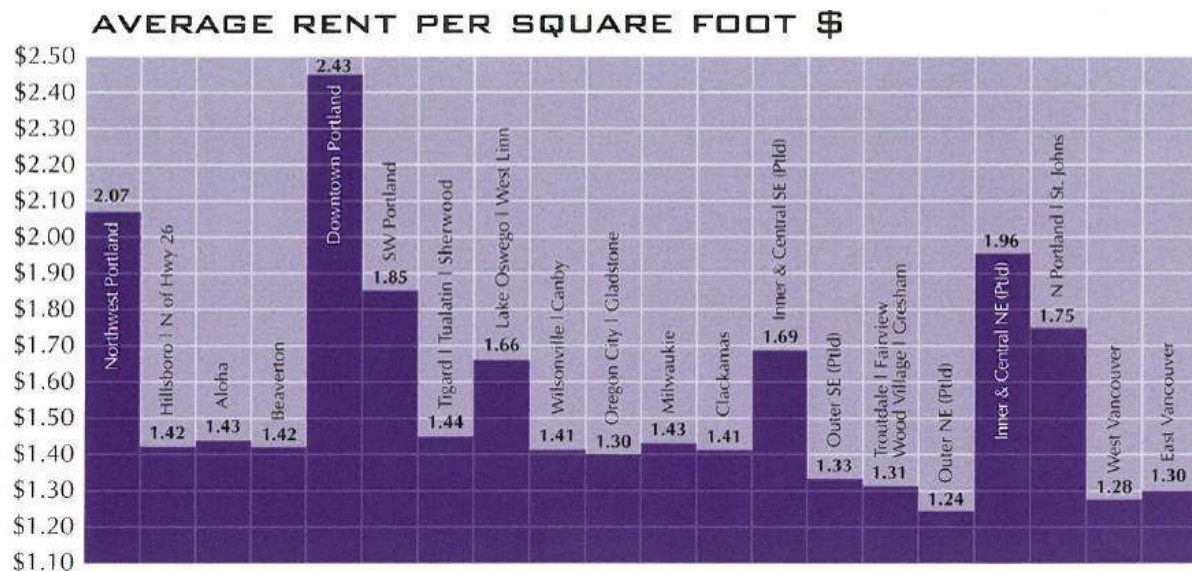
The Portland/Vancouver vacancy factor increased by 48 basis points from Fall 2017, and currently stands at 4.9%. The Outer Northeast, Troutdale and North Portland/St. Johns areas have the lowest vacancy factors, all below 4%. Downtown is pushing close to 7% vacant, followed by Northwest and Clackamas, with vacancy over 6%. Two-bedroom,

townhouse style units have the best occupancy of all unit types, with average vacancy of 3.9%. Studio units have the highest vacancy of 5.75%.

Please note that this survey excludes new projects in the lease-up phase that haven't reached stability. Numerous sources are reporting slower than anticipated absorption, increasingly aggressive concessions and competition in many close-in neighborhoods.

Rent Trends

Total average rent rates have declined for the first time since 2010. Seven of the 20 areas surveyed experienced rent declines, while most of the remaining areas stayed the same, or had minimal increases. Two areas that saw stronger increases were Lake Oswego, with an 8% bump, and Inner and Central Northeast, with a 7% bump. Aloha and Wilsonville led the declining areas, with 3% reductions. There is no question that overall rent growth in the Metro area has peaked. Projections of 4% or 5% rent growth for 2018 are starting to look overly optimistic.



Average rent per square foot for all areas combined is \$1.56/ The Downtown core continues to have the highest rates at \$2.43, with NW Portland coming in second at \$2.07. Outer NE Portland and West Vancouver have the lowest rates, at \$1.24 and \$1.28, respectively.

APARTMENT MARKET OVERVIEW

Construction Activity*	Before 2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	YTD	Forecast			
														2018	2019	2020	2021
Portland Regional	150,390	1,525	2,139	3,098	832	435	1,910	3,193	3,939	4,005	5,708	4,726	2,156	5,978	4,746	3,815	3,794
Portland - Urban	45,978	63	1,105	2,155	324	31	627	1,313	1,750	3,090	3,932	2,369	1,270	2,283	4,144	2,412	2,594
Outlying - South & East	43,393	565	304	232	240	302	591	331	476	6	108	1,073	238	409	113	277	338
Outlying - West	38,682	533	48	330	217	102	370	823	937	581	809	427	300	816	185	310	351
Vancouver/WA State	22,337	364	682	381	51	-	322	726	776	328	859	857	348	314	304	816	511

*Deliveries net of conversions and demolitions

Source: CoStar

Inventory (Net of Conversions)* / Vacancy History														
	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	YTD	
Portland Regional	150,390	151,915	154,054	157,152	157,984	158,419	160,329	163,522	167,461	171,466	177,174	181,900	184,056	
Market Vacancy	4.0%	4.3%	5.6%	6.3%	4.9%	5.2%	5.5%	5.2%	4.6%	4.9%	6.3%	6.1%	6.2%	
Portland - Urban	45,978	46,041	47,146	49,301	49,625	49,656	50,283	51,596	53,346	56,436	60,368	62,737	64,007	
Market Vacancy	3.8%	3.7%	5.4%	6.6%	5.0%	5.0%	5.4%	5.4%	5.1%	5.8%	8.5%	7.2%	7.3%	
Downtown Portland	5,122	5,133	5,589	6,428	6,407	6,407	6,617	6,617	6,782	7,905	8,691	9,088	9,480	
North Portland	1,830	1,830	1,818	1,898	2,089	2,094	2,100	2,187	2,595	2,842	2,932	3,035	3,035	
Northeast Portland	2,901	2,913	3,091	3,095	3,185	3,211	3,296	3,603	3,916	4,218	4,859	4,969	5,021	
Central Northeast	3,588	3,588	3,474	3,513	3,513	3,513	3,571	3,618	3,668	3,743	3,816	3,866	3,866	
East Portland	8,831	8,851	8,981	9,133	9,163	9,163	9,210	9,210	9,222	9,337	9,487	9,487	9,541	
Southeast Portland	12,151	12,151	12,289	12,367	12,401	12,401	12,477	12,951	13,826	14,209	14,970	16,013	16,457	
Southwest Portland	3,846	3,846	4,175	4,762	4,762	4,762	4,791	4,935	4,947	5,064	5,887	6,197	6,261	
Northwest Portland	7,709	7,729	7,729	8,105	8,105	8,105	8,227	8,562	8,798	9,365	9,816	10,185	10,346	
Outlying - South & East	43,393	43,958	44,262	44,494	44,734	45,036	45,627	45,958	46,434	46,440	46,548	47,621	47,859	
Market Vacancy	3.9%	4.5%	5.4%	6.4%	5.4%	5.4%	5.6%	4.8%	4.2%	4.3%	4.9%	5.4%	5.2%	
Outlying - West	38,682	39,215	39,263	39,593	39,810	39,912	40,282	41,105	42,042	42,623	43,432	43,859	44,159	
Market Vacancy	4.7%	4.8%	5.8%	6.1%	4.5%	5.3%	5.6%	5.7%	4.6%	4.6%	5.9%	6.0%	5.9%	
Vancouver/WA State	22,337	22,701	23,383	23,764	23,815	23,815	24,137	24,863	25,639	25,967	26,826	27,683	28,031	
% of Total	14.9%	14.9%	15.2%	15.1%	15.1%	15.0%	15.1%	15.2%	15.3%	15.1%	15.1%	15.2%	15.2%	
Market Vacancy	3.6%	4.2%	6.2%	6.1%	4.7%	5.2%	5.3%	4.9%	4.2%	4.3%	4.5%	5.0%	5.5%	

*Source: CoStar

Absorption History													
	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	YTD	
Portland Regional	1,043	(9)	1,808	3,011	(43)	1,396	3,404	4,853	3,307	2,950	4,738	1,996	
Portland - Urban	96	244	1,454	1,117	21	390	1,234	1,830	2,516	2,098	2,990	1,123	
Outlying - South & East	265	(115)	(221)	700	249	497	652	746	(21)	(170)	745	347	
Outlying - West	473	(320)	177	825	(204)	228	735	1,357	527	239	330	340	
Vancouver/WA State	209	182	398	367	(109)	281	783	920	285	784	673	187	

Source: CoStar, County records, adjusted by known projects not included in CoStar

Market Conditions

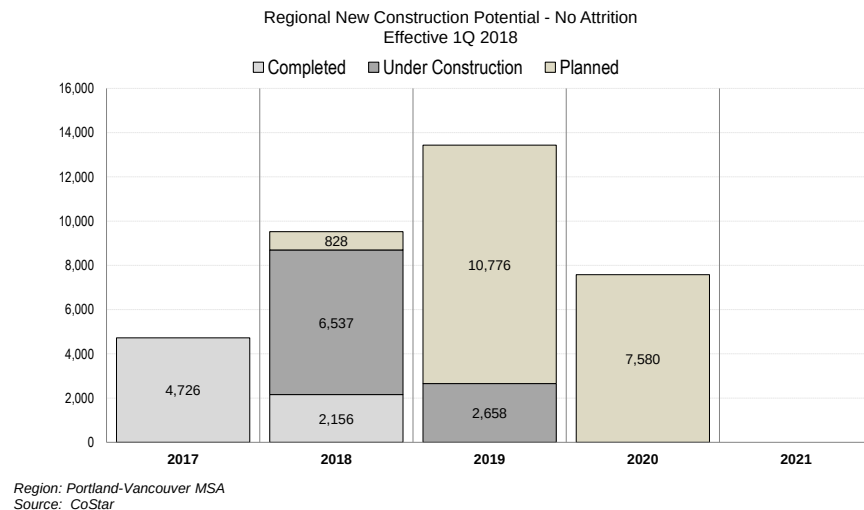
Over 10% of all properties regionally are offering rental incentives. This has nearly doubled since the Fall report. Concessions are no longer limited to new lease-ups, but have become more prevalent in stabilized properties across the region. The average number of days that a unit will stay vacant for the entire Metro area is 35. East Vancouver is 56 days, Aloha is 63 days, and Clackamas, with 91 days, is particularly slow for re-renting. The Outer Southeast and Northeast areas enjoy the quickest turnover times of 17 days or less. (They also have some of the lowest rents in the area.)

Operating Expenses

This Multifamily *NW Apartment Report* includes the annual survey of apartment operating expenses. The numbers are derived from 2017 year-end operating statements at 104 stabilized properties, representing 6,578 units throughout the Portland Metro area. Newer garden style apartments in Washington County have the highest per unit expenses at \$6,536, while garden style units in Multnomah County have the lowest per unit expenses of \$4,359. Property taxes average \$1,203 per unit. Insurance expenses average \$218 per unit, and total expenses average \$5,562, up 6% from \$5,255 one year ago.

Regional Inventory

According to current CoStar figures, there are about 184,000 market rate units regionally as shown on the previous table. Of these, about 64,000 (about 35% of the regional inventory) are located within the Urban-Portland submarkets, which roughly corresponds to the City of Portland. An analysis of the CoStar pipeline database indicates the following estimates of units currently under construction and proposed through 2021.



Pipeline Trends

There are currently an estimated 9,195 units under construction and 19,184 units tracked as proposed with potential for delivery by 2020, though proposed deliveries carry a wide margin of uncertainty. Combined, CoStar estimates the construction pipeline at nearly 28,400 units through 2020. The compares with the Multifamily *NW Spring 2018 Apartment Report*, that estimates the pipeline at over 40,000 units and a recent report by Johnson Economics, which estimates the pipeline at nearly 43,737 units through 2021.



As shown above, if the roughly 16,000 proposed projects in 2021 were excluded, the Johnson Economics pipeline total would be about 27,700 – similar to the CoStar total through 2020.

Pipeline Trends

As described earlier, the Johnson Economics apartment pipeline currently includes a total of 43,737 units. During the fourth quarter, 17 new projects were added to the pipeline database with roughly 1,800 units, while 21 projects with 1,400 units were completed. The greatest pipeline increase over the quarter was on the Close-in Westside, roughly equivalent to the urban portion of West Portland. The pipeline in this submarket increased by nearly 1,600 units over the quarter, bringing its total to over 12,000 units (28% of the regional pipeline). Three new projects with pre-application conferences were added, including a 296-unit project in Goose Hollow, and a 150-unit complex in the Pearl District. If these move on to file formal land use applications, they will be the first 20+ unit proposals in Portland since the inclusionary zoning mandate took effect in February.

Capacity constraints in the construction industry and at planning and building departments have caused projects to move more slowly through the pipeline. Based on preliminary delivery estimates for projects currently in the pipeline, the output is likely to increase over the coming year. However, with softening market fundamentals, we expect many of the projects to be shelved or scrapped. Therefore, it is expected that these estimates will be revised in future reports.

The following chart illustrates the regional market impacts if new supply over the next five years is limited to 6,000 units per year and net absorption stays at 4,600 units, which is the 2017 average of Multifamily NW and CoStar calculations. We also average the two datasets for historical occupancy and rent growth rates. The scenario suggests a vacancy rate of above 6% in 2019 and above 7% in 2021. Based on the historical relationship between vacancy and rent growth, this should lead to flat rent growth by 2019, and rent declines in following years.



Millennials

Future apartment absorption in the Portland Metro area is heavily dependent on the housing preferences of the two largest generational cohorts: the baby boomers and the millennials. Millennials have been credited for much of the surge in apartment demand in recent years, and the question is whether this cohort will continue to drive demand, or if they are ready to move into ownership housing.

If the cusp of the millennial wave currently is 27 to 28 years old, we can assume that the wave of millennial move-outs (household formation) is already behind us. Though research has shown that millennials tend to live

with their parents longer than previous generations, even after they have become financially able to form their own households, the large majority are out by the time they are 27. A national study from 2014 revealed that nearly 80% of early millennials (born 1980-1984) were moved out before turning 27. In fact, 90% had moved out (78% by age 23), but many were at some point forced to move back in due to economic hardship in the wake of the 2008 recession (the respondents reached age 27 between 2007 and 2011).

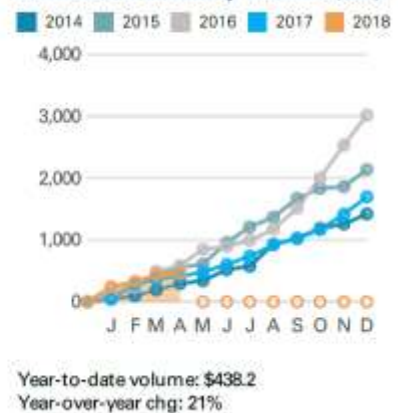
Investment Activity

The following investment trends are based on Real Capital Analytics, Trends & Trades report for 2Q 2018 to date. Sales volume hit a record peak in 2016 at about three billion in transaction activity, then dropped off significantly in 2017 – mostly a result of lack of inventory; however this is beginning to change. Year to date sales volume is up 21% over the same period last year. A combination of factors is causing owners who have plans to sell, to think about doing it now. These include flattening rents, increased concessions, more vacancy and higher operating costs (especially taxes).

Current Market Statistics

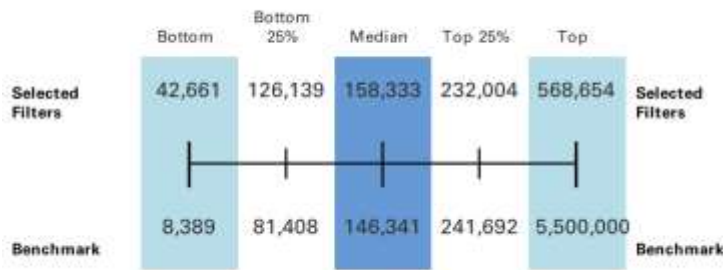
	Q2 '18 to Date	Deals Pending	Combined Total	Last Quarter
Vol (\$m)	23.5		23.5	438.2
# Props	4		4	30
Total sf	250		250	2,070
Avg Price/unit*	94,067		94,067	205,724
Avg Cap Rate*				4.7%

Cumulative Monthly Volume (\$m)



Over the past 12-months, the median price per unit in the Portland MSA was \$158,333 unit with a median capitalization rate of 5.3%. The following graphic shows the quartile distribution including the bottom and top 25%.

Price (\$ per units) | Quartile Distribution



Data based on prior 12 months.

Cap Rate (Yield) | Quartile Distribution

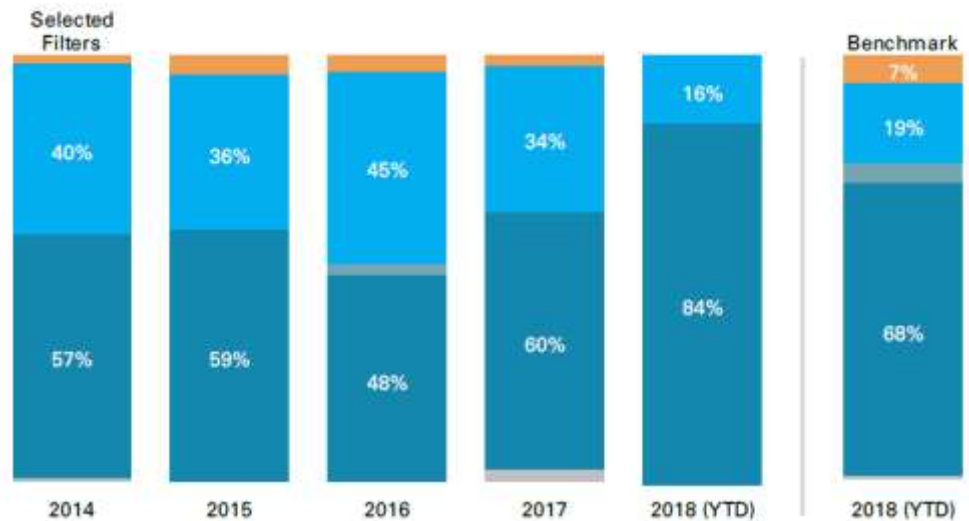


Data based on prior 12 months.

The ratio of institutional buyers has decreased from 45% in 2016 to 34% in 2017 and 16% of total sales volume YTD in 2018. The majority of buyers so far in 2018 are private buyers, whose share increased from 60% last year to 84% year to date.

Buyer Types

■ Cross-Border
 ■ Institutional
 ■ Public Listed/REITs
 ■ Private
 ■ User/Other

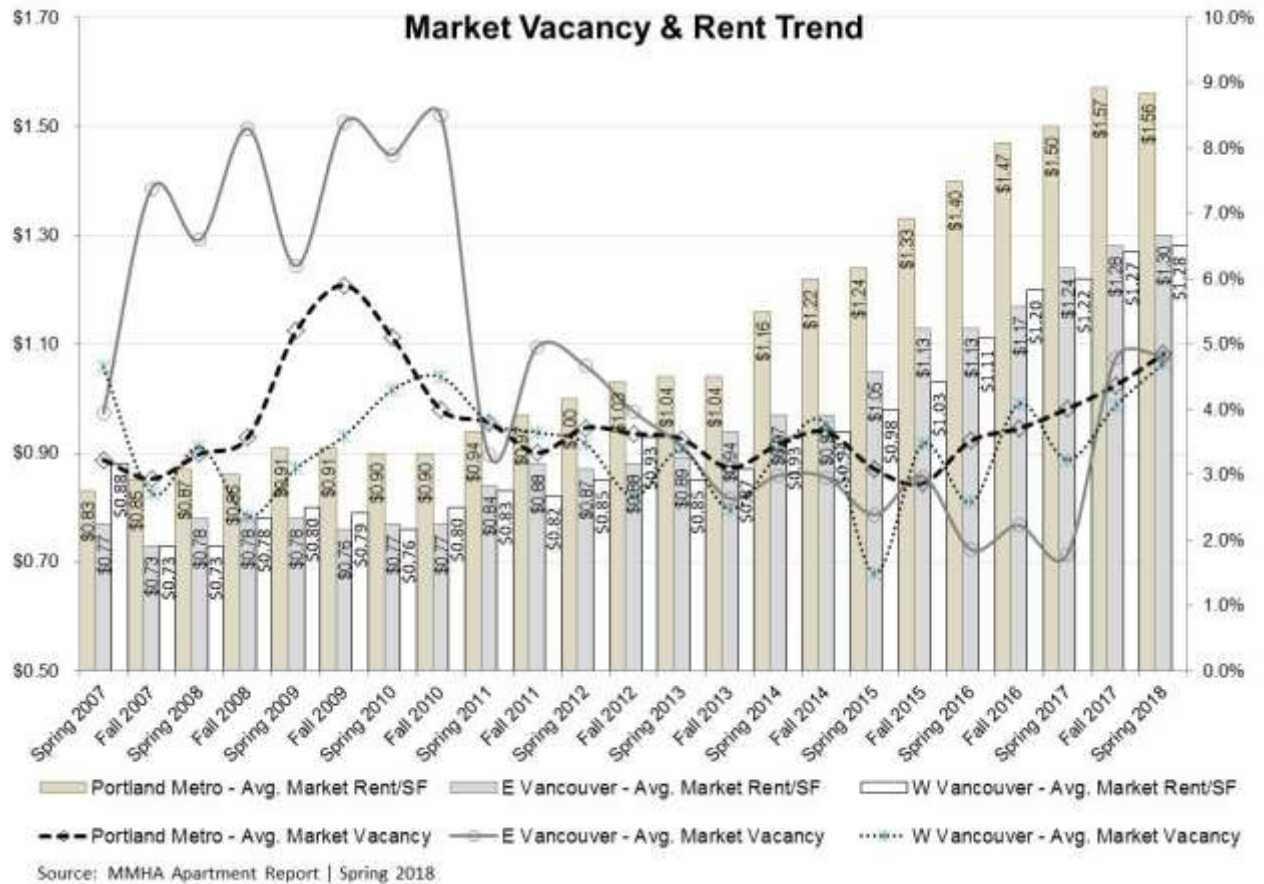


Vancouver Sub-market Apartment Market Analysis

Vacancy and rent trends for the subject's Vancouver East and competitive submarkets – Vancouver West and those in north Portland - are summarized in the following graph and tables.



East and West Vancouver Market Boundaries



Submarket Inventory (Units Surveyed)- Spring 2018

Floorplan	Downtown		Inner-	Inner-	N Portland -		Vancouver	Outer NE	Metro
	Portland	NW Portland	Central SE	Central NE	St John	Vancouver E	W	Portland	Portland
Studios	740	969	457	579	144	85	47	16	4,018
1-Bed/1-Bath	936	2,363	1,607	1,380	275	698	772	555	19,479
2-Bed/1-Bath	84	540	1,017	494	205	702	832	741	13,548
2-Bed/2-Bath	152	1,306	163	97	57	913	1,057	248	13,795
2-Bed/2-Bath TH	15	87	214	68	24	168	217	34	2,465
3-Bed/1-Bath	1	38	46	87	9	0	16	12	703
3-Bed/2-Bath	8	150	21	30	1	363	220	162	3,980
Total	1,936	5,453	3,525	2,735	715	2,929	3,161	1,768	57,988

Submarket Vacancy - Spring 2018

Floorplan	Downtown Portland	NW Portland	Inner- Central SE	Inner- Central NE	N Portland - St John	Vancouver E	Vancouver W	Outer NE Portland	Metro Portland
Studios	5.7%	6.9%	5.5%	4.5%	4.2%	5.9%	4.7%	0.0%	5.8%
1-Bed/1-Bath	7.4%	6.3%	5.1%	3.9%	4.6%	4.9%	0.0%	3.2%	4.8%
2-Bed/1-Bath	2.4%	6.5%	4.7%	5.1%	1.4%	5.1%	3.4%	3.5%	4.3%
2-Bed/2-Bath	11.2%	6.8%	5.5%	7.2%	8.8%	4.6%	3.5%	4.0%	5.4%
2-Bed/2-Bath TH	20.0%	1.2%	5.1%	4.4%	0.0%	0.6%	7.1%	5.9%	3.9%
3-Bed/1-Bath	0.0%	2.6%	4.4%	0.0%	0.0%	na	0.9%	0.0%	4.8%
3-Bed/2-Bath	12.5%	6.7%	0.0%	16.7%	0.0%	6.3%	12.5%	2.5%	4.7%
Overall Average	6.9%	6.4%	5.0%	5.7%	3.9%	4.8%	4.7%	3.4%	4.9%

Submarket Rent - Spring 2018

Floorplan	Downtown Portland	NW Portland	Inner- Central SE	Inner- Central NE	N Portland - St John	Vancouver E	Vancouver W	Outer NE Portland	Metro Portland
Studios	\$1,071	\$1,241	\$1,063	\$1,221	\$1,179	\$926	\$740	\$746	\$1,115
1-Bed/1-Bath	\$1,481	\$1,509	\$1,129	\$1,181	\$1,160	\$1,014	\$983	\$955	\$1,182
2-Bed/1-Bath	\$1,777	\$1,420	\$1,191	\$1,228	\$1,138	\$1,117	\$1,042	\$1,066	\$1,152
2-Bed/2-Bath	\$2,530	\$1,802	\$1,778	\$2,163	\$2,009	\$1,207	\$1,256	\$1,089	\$1,400
2-Bed/2-Bath TH	\$2,418	\$1,543	\$1,221	\$1,337	\$865	\$1,227	\$1,230	\$1,232	\$1,341
3-Bed/1-Bath	\$1,580	\$1,443	\$1,311	\$800	\$1,119	\$0	\$1,250	\$1,137	\$1,169
3-Bed/2-Bath	\$3,024	\$1,622	\$1,310	\$2,061	\$1,500	\$1,390	\$1,370	\$1,418	\$1,507
Overall Average	\$1,433	\$1,526	\$1,177	\$1,234	\$1,215	\$1,155	\$1,131	\$1,067	\$1,251

Submarket Rent/SF - Spring 2018

Floorplan	Downtown Portland	NW Portland	Inner- Central SE	Inner- Central NE	N Portland - St John	Vancouver E	Vancouver W	Outer NE Portland	Metro Portland
Studios	\$2.65	\$2.61	\$2.53	\$2.56	\$2.37	\$1.92	\$2.00	\$1.68	\$2.47
1-Bed/1-Bath	\$2.30	\$2.18	\$1.73	\$1.96	\$1.70	\$1.45	\$1.44	\$1.34	\$1.75
2-Bed/1-Bath	\$2.21	\$1.61	\$1.39	\$1.51	\$1.41	\$1.25	\$1.25	\$1.21	\$1.34
2-Bed/2-Bath	\$2.39	\$1.78	\$1.67	\$2.06	\$2.12	\$1.21	\$1.21	\$1.11	\$1.39
2-Bed/2-Bath TH	\$2.04	\$1.47	\$1.30	\$1.46	\$0.89	\$1.24	\$1.18	\$1.06	\$1.29
3-Bed/1-Bath	\$1.66	\$1.44	\$1.18	\$0.74	\$1.17	na	\$1.47	\$0.93	\$1.14
3-Bed/2-Bath	\$2.60	\$1.33	\$1.24	\$1.69	\$1.68	\$1.21	\$1.12	\$1.26	\$1.27
Overall Average	\$2.43	\$2.07	\$1.69	\$1.96	\$1.75	\$1.30	\$1.28	\$1.24	\$1.56

Survey Date	Portland Metro Submarket (All Ages)			E Vancouver Subregion (All Ages)			W Vancouver Subregion (All Ages)		
	Vacancy	Market Rent	Market Rent/SF	Vacancy	Market Rent	Market Rent/SF	Vacancy	Market Rent	Market Rent/SF
Fall 2005	5.9%			5.1%			6.6%		
Spring 2006	3.9%	\$666	\$0.79	2.6%	\$554	\$0.80	6.8%	\$614	\$0.68
Fall 2006	3.4%	\$711	\$0.83	3.3%	\$684	\$0.81	3.9%	\$675	\$0.71
Spring 2007	3.2%	\$691	\$0.83	2.6%	\$584	\$0.81	4.7%	\$772	\$0.88
Fall 2007	2.9%	\$689	\$0.85	2.1%	\$591	\$0.88	2.7%	\$665	\$0.73
Spring 2008	3.3%	\$720	\$0.87	1.3%	\$607	\$0.87	3.4%	\$671	\$0.73
Fall 2008	3.6%	\$720	\$0.86	1.0%	\$609	\$0.90	2.4%	\$713	\$0.78
Spring 2009	5.2%	\$739	\$0.91	2.8%	\$637	\$0.87	3.1%	\$709	\$0.80
Fall 2009	5.9%	\$750	\$0.91	3.0%	\$689	\$0.95	3.6%	\$723	\$0.79
Spring 2010	5.1%	\$743	\$0.90	1.9%	\$684	\$0.99	4.3%	\$694	\$0.76
Fall 2010	4.0%	\$764	\$0.90	3.5%	\$739	\$0.90	4.5%	\$755	\$0.80
Spring 2011	3.8%	\$775	\$0.94	3.6%	\$721	\$0.93	3.8%	\$729	\$0.83
Fall 2011	3.3%	\$780	\$0.97	3.1%	\$755	\$0.96	3.7%	\$765	\$0.82
Spring 2012	3.7%	\$831	\$1.00	3.8%	\$853	\$1.17	3.5%	\$785	\$0.85
Fall 2012	3.6%	\$846	\$1.03	3.5%	\$723	\$0.97	2.7%	\$771	\$0.93
Spring 2013	3.6%	\$851	\$1.04	2.5%	\$770	\$1.13	3.4%	\$806	\$0.85
Fall 2013	3.1%	\$881	\$1.04	2.2%	\$835	\$1.08	2.5%	\$818	\$0.87
Spring 2014	3.5%	\$948	\$1.16	2.3%	\$1,007	\$1.34	3.3%	\$851	\$0.93
Fall 2014	3.7%	\$993	\$1.22	2.7%	\$1,094	\$1.41	3.8%	\$882	\$0.94
Spring 2015	3.1%	\$1,019	\$1.24	2.3%	\$1,164	\$1.59	1.5%	\$908	\$0.98
Fall 2015	2.9%	\$1,065	\$1.33	2.7%	\$1,032	\$1.51	3.5%	\$963	\$1.03
Spring 2016	3.5%	\$1,126	\$1.40	2.3%	\$1,300	\$1.64	2.6%	\$1,028	\$1.11
Fall 2016	3.7%	\$1,162	\$1.47	3.7%	\$1,255	\$1.84	4.1%	\$1,087	\$1.20
Spring 2017	4.0%	\$1,194	\$1.50	1.6%	\$1,097	\$1.65	3.2%	\$1,167	\$1.22
Fall 2017	4.4%	\$1,251	\$1.57	4.0%	\$1,155	\$1.71	4.1%	\$1,169	\$1.27
Spring 2018	4.9%	\$1,251	\$1.56	3.9%	\$1,215	\$1.75	4.7%	\$1,131	\$1.28
Change (6-month)	0.5%	\$0	-\$0.01	-0.1%	\$60	\$0.04	0.7%	-\$37	\$0.01
Change (Y/Y)	0.8%	\$57	\$0.06	2.3%	\$118	\$0.10	1.5%	-\$36	\$0.06
Average Vacancy (5 yrs)	3.7%			2.8%			3.3%		
Average Vacancy (since 2006)	3.8%			2.7%			3.6%		
% Rent Change (6-month)		0.0%	-0.6%		5.2%	2.3%		-3.2%	0.8%
% Rent Change (Y/Y)		4.8%	4.0%		10.8%	6.1%		-3.1%	4.9%
Average Annual Rent Increase (5 yrs)		8.4%	10.0%		9.1%	12.4%		7.7%	9.4%
Average Annual Rent Increase (10 yrs)		7.4%	8.1%		10.0%	9.4%		5.9%	6.4%

Source: MMHA Apartment Report / Spring 2018

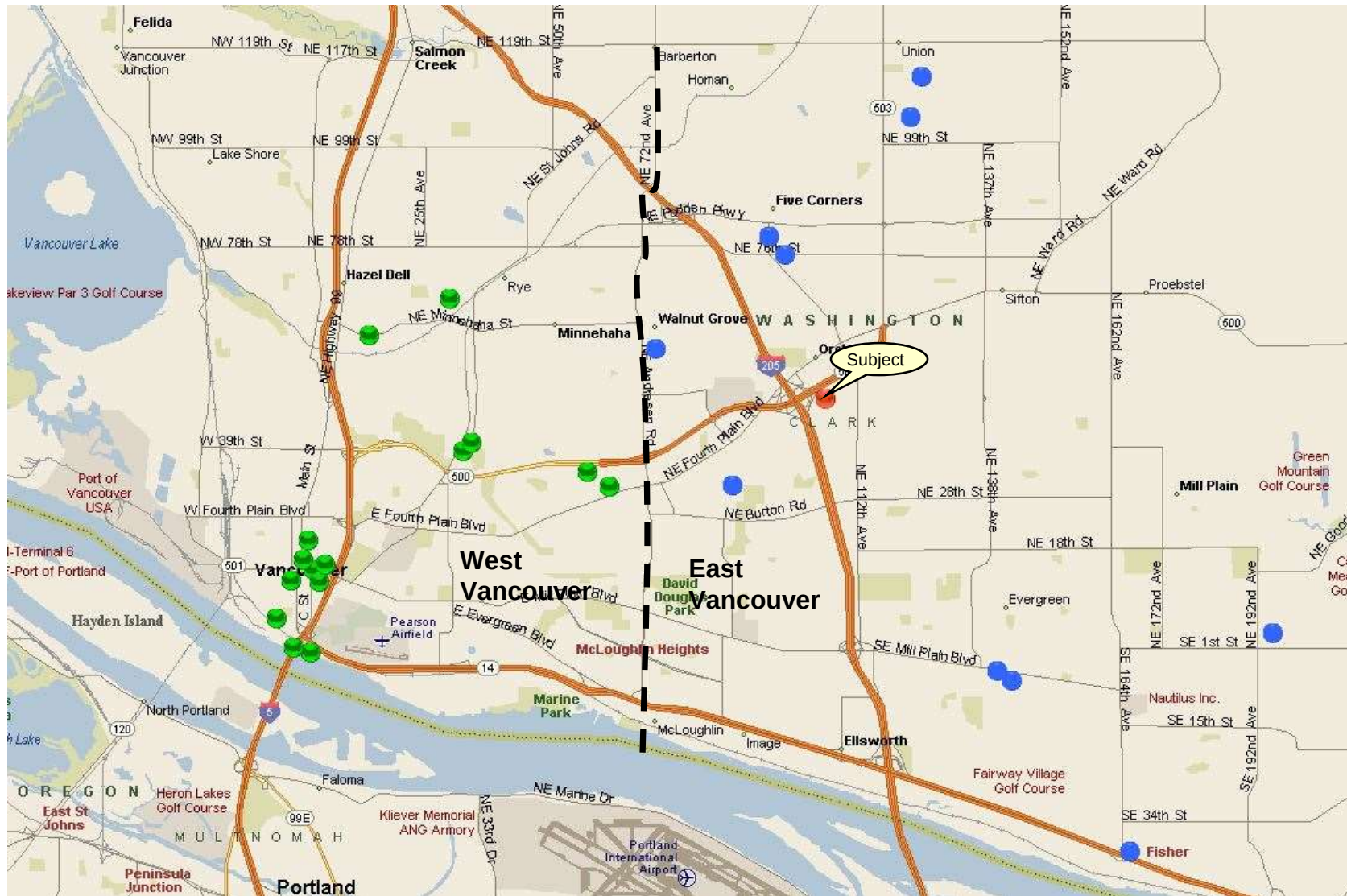
Future Apartment Development

Future development planned for the subject's East Vancouver submarket as well as the West Vancouver submarket is summarized in the following table based on CoStar and other data sources. Shown are complexes added since 2017.

E Vancouver & W Vancouver								
Under Construction/Proposed								
Status: C= Complete; UC = under construction; X = planned								
Zip	Status	Units	Stories	Type	Property name	Year	Address	Developer
East Vancouver								
98607	C	126	3	Market	Trio Pointe	2017	19600 NE 3rd St	Cedar Coast Properties Ltd.
98662	C	9	2	Market		2017	7600 NE 31st Cir	Ginn Development
98662	C	14	2	Market	Covington Manor	2017	9702 NE 76th St	
98682	C	120	3	Market	Union Park Apartments	2017	11803 NE 124th Ave	Timberland Construction
98682	C	320	2	Market	Highland Crossing	2017	11806 NE 122nd Ave	IDM Apartments
98684	C	156	2	Market	Four Seasons Central	2018	11611 NE Angelo Drive	
98607	UC	114	3	Market	Trio Pointe - Phase II	2018	19600 N 3rd St	Cedar Coast Properties Ltd.
98682	UC	12	2	Market	Highland Crossing - Phase II	2018	11806 NE 122nd Ave	IDM Apartments
98683	UC	24	2	Market	Fishers View	2018	16502 SE 39th St	
98684	X	142		Market	The Landing at Vancouver Retirement Comm	2020	13910 SE Mill Plain	Hawthorn Development
98684	X	250		Market	The Landing at Vancouver Phase II	2020	100 SE Olympia Dr	Hawthorn Development
West Vancouver								
98660	C	92	4	Affordable	13 West Apartments	2017	1314 Columbia St	
98661	C	20	2	Affordable		2017	4105 NE St Johns Rd	
98661	C	43	4	Affordable	Isabella Court	2017	3112 NE 62nd Ave	
98663	C	18	3	Market	Herby	2017	1510 C St	
98663	C	48	2	Market	Midtown	2017	513 E 16th St	WDC Properties
98665	C	71	2	Market	StoneBridge Crossing	2017	2301 E 81st St	Integrity Structures LLC
98685	UC	4	2	Market	Kineline Townhomes - 4 Plex	2018	11229 NE 14th Ct	
98685	UC	6	2	Market	Kineline Townhomes 6-Plex	2018	11213 NE 14th Ct	
98686	UC	124	4	Market	134th Street Lofts	2018	2220 NE 134th St	Dean Kirkland Development
98660	UC	49	4	Affordable	Our Heroes Place	2018	412 E 13th St	Prestige Development
98660	UC	64	6	Affordable	Block 6	2018	100 SE Columbia Way	Gramor Development
98660	C	166	6	Market	Uptown Apartments	2018	1700 Main St	Cascadia Development Partners
98660	UC	192	10	Affordable	Block 8	2018	701 W Columbia Way	Gramor Development
98660	X	261	17	Affordable	Block 11	2018	100 SE Columbia Way	Gramor Development
98660	X	308	21	Affordable	Block 17	2018	100 SE Columbia Way	Gramor Development
98661	C	19	2	Market	Villa's at Walnut Park	2018	5806 NE 72nd Ave	
98661	UC	20	3	Market	34th Street Apartments	2018	5750 NE 34th St	
98663	UC	30	4	Market	Hamilton	2018	2000 Broadway St	
98663	C	35	3	Market	Cherry Hill Apartments	2018	3100 NE Cherry Rd	
98665	UC	64	2	Market	StoneBridge Crossing - Phase II	2018	2301 NE 81st St	Integrity Structures LLC
98665	C	126	3	Market	Arcadia Crossing	2018	2911 NE 68th St	
98660	X	125	6	Market	The Esther	2019	562 W 6th St	Cascadia Development Partners
98660	X	223	18	Affordable	Block 13	2019	100 SE Columbia Way	Gramor Development
98660	X	224	18	Affordable	Block 10	2019	100 SE Columbia Way	
98660	X	295	15	Affordable	Block 5	2019	100 SE Columbia Blvd	
98660	X	304	14	Market	Hotel Indigo	2019	100 SE Columbia Way	
98660	X	309	16	Affordable	Block 7	2019	100 SE Columbia Way	Gramor Development
98660	X	343	22	Affordable	Block 20	2019	100 SE Columbia Way	
98660	X	498	20	Affordable	Block 21	2019	100 SE Columbia Way	Gramor Development
98660	X	251		Affordable	Block 3	2020	100 SE Columbia Way	Gramor Development
98660	X	361	22	Affordable	Block 18	2020	100 SE Columbia Way	

5,980

Source: CoStar & other sources



Under Construction and Proposed (Conventional MF)

Delivery Timing

Within the greater Vancouver market there are 12 projects that were recently complete (2017 or early 2018 with 1,037 unit), 12 projects under construction (702 units) and 14 proposed projects (3,894 units). The combined projects under construction or planned contain an estimated 4,596 units in 26 projects, excluding the subject.

Delivery Timing - Unit Count

	2017	2018	2019	2020	Total
Recently Completed	881	156			1,037
Under Construction		702			702
Proposed		569	2,321	1,004	3,894
Total	881	1,427	2,321	1,004	5,633

Delivery Timing - Project Count

	2017	2018	2019	2020	Total
Recently Completed	11	1			12
Under Construction		12			12
Proposed		2	8	4	14
Total	11	15	8	4	38

In the subject's primary market there were six recently completed complexes with 745 units, another three under construction with 150 units, and two planned with 392 units.

Delivery Timing - Unit Count/East Vancouver

	2017	2018	2019	2020	Total
Recently Completed	589	156			745
Under Construction		150			150
Proposed				392	392
Total	589	306		392	1,287

Delivery Timing - Project Count/East Vancouver

	2017	2018	2019	2020	Total
Recently Completed	5	1			6
Under Construction		3			3
Proposed				2	2
Total	5	3		2	10

In 2017, the combined East and West Vancouver submarket absorbed roughly 675 units. The absorption rate through the first quarter 2018 is nearly 190 units, indicating a similar annual rate of absorption for the year.

Assuming the submarket absorbs a similar amount in 2018, vacancy should remain flat with possible increases in 2019 and 2020 depending on the number of units actually delivered. As more units are delivered, it is likely a good portion of the proposed pipeline will be delayed or eliminated softening the potential of major vacancy issues.

Summary

The apartment sales market in the greater Portland area has benefited from a remarkable combination of favorable conditions in the last six to seven years: rapid rent growth, lots of in-migrations, low unemployment, very low interest rates, limited supply of new units, as well as favorable national publicity, all of which has given rise to exploding demand and rapidly increasing prices. However, the close to ideal circumstances experienced over the past several years are beginning to change, and the market is showing early signs of returning to a more normal balance between supply and demand. It is expected that rent growth, particularly for new Class A construction, will trend lower over the next few years as all of the new inventory is delivered.

Based on the latest new unit forecasts, we predict the regional and local submarket vacancy should increase over the next two to three years then fall back to a more long-term pattern. This spike will moderate rent growth, as existing properties face increased competition and new properties use lease-up concessions to fill their units. This may cause some of the planned projects to delay their timelines.

Apartment investment volumes were up in 2017 compared to 2016. Values should continue to increase, although at a more moderate rate as rent growth slows, capitalization rates remain flat and operating expenses continue to increase.

Submarket Demand

Following is an alternative method for determination of regional demand. Recent and projected job and population growth is focused on the urban core areas of the region, primarily around Vancouver for this portion the greater Portland Metro area. Proposed construction in Clark County is concentrated around the Vancouver CBD and will likely be mixed income and will include income restricted units with the city participating in developer selection. Concessions are typically offered on a case by case basis, most commonly during lease-up as well as some difficult to lease units.

Looking at the past four years, net absorption in Clark County has averaged about 665 units annually as reported by CoStar. The subject's

East Vancouver submarket has historically represented about 60% of the net new market rate absorption (or 400 units) of this demand. This rate is also supported by population growth. The typical ratio of apartment demand per population change is between 17 and 18/unit. Looking forward past 2017, new construction and planned construction will hover around 400 units/year based on the planned inventory described above. This model also assumes regional absorption stays about the same based on population change and historic absorption rates.

		Forecast	Forecast	Forecast	Comments/Source
Demand Forecast		2018	2019	2020	
Current Inventory	28,031				CoStar
Current Occupied Units	26,489				CoStar
Current Occupancy	94.5%	400	400	400	Based on unit/pop chg
Forecast Unit Demand		26,889	27,289	27,689	
Forecast Supply					
Mkt Units Under Construction & Proposed		397	429	392	CoStar
Forecast Inventory		28,428	28,857	29,249	
Forecast Market Occupancy Rate		94.6%	94.6%	94.7%	Forecast Demand/
Forecast Vacancy Rate		5.4%	5.4%	5.3%	Forecast Inventory

Applying these base assumptions without any attrition rate to planned units (not already under construction), the overall vacancy rate would average between 5% and 5.5% between now and 2020. These are very rough estimates but do show that current development in the pipeline for the East Vancouver submarket is modest compared to its overall size. While there is some risk the regional market is softening in the coming two to three years, the greater Vancouver market should be somewhat sheltered from larger regional trends.

This area will always be primarily homeowner centric, but demand for apartments should continue to improve as the area matures and more households to rent by choice. Also, pricing in more urban portions of the Portland Metro market has increased significantly over the past four years. This helps encourage living in lower priced suburban locations. Clark County's location is also unique being in Washington with no State income tax and near Oregon with no sales tax, a locational advantage. Overall, the neighborhood is expected to see increased development interest based on zoning, available sites, land prices and in place infrastructure and reasonable access. Overall, the local area apartment market is expected to remain stable over the mid to long term.

Market Area Demographics

Market Area Demographics

Introduction

For a multifamily project to succeed, sufficient demand must exist within the target market. There must be a sufficient number of households with the propensity to live in a rental apartment and have the required income to afford the unit. The following demand analysis identifies the subject's appropriate market area and target market.

PMA Identification

The primary market area (PMA) is the geographic area that provides the majority of renter household demand to support a multifamily rental project. This area is influenced by a number of factors including property type, accessibility, physical barriers, location of competing facilities, and limitations of driving time or distance.

Discussions with several of the senior rental communities described in this analysis stated that most senior residents are drawn from the local Vancouver area. One of the primary reasons is a desire to stay in their home area where they have an established support network of friends, family, church, other social connections, etc.

For this analysis, the East Vancouver market area as described by MMHA is considered the subject primary market. This is loosely described by seven zip codes that comprise portions of Vancouver and Clark County situated east of NE Andresen Road. This area shares similar socio economic characteristics and is a representative approximation of the greater competitive East Vancouver apartment market used by local market data providers. This area is illustrated in the following map.

**Primary Market Area
(PMA)**



**Secondary Market
Area (SMA)**

The subject's secondary market area (SMA) is expanded to include the West Vancouver market area. This includes the balance of Vancouver including the CBD and portions of Clark County.

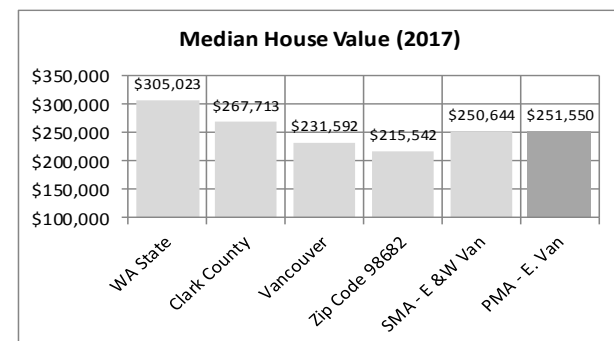
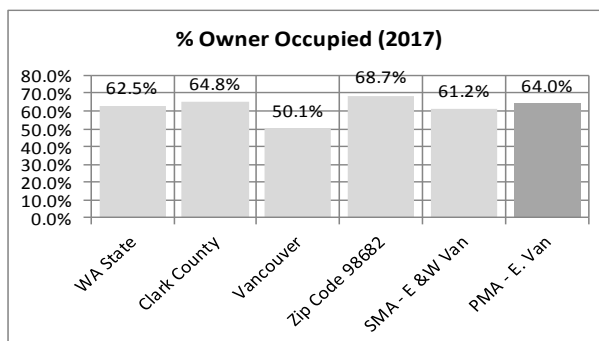
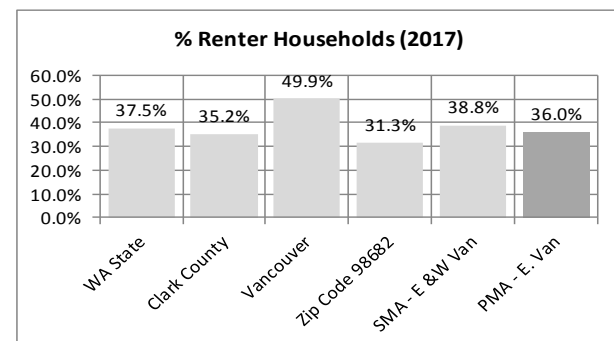
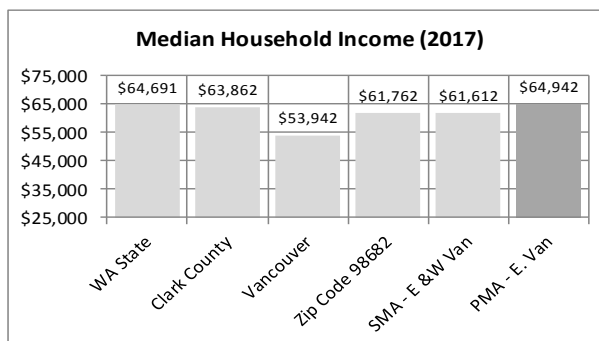
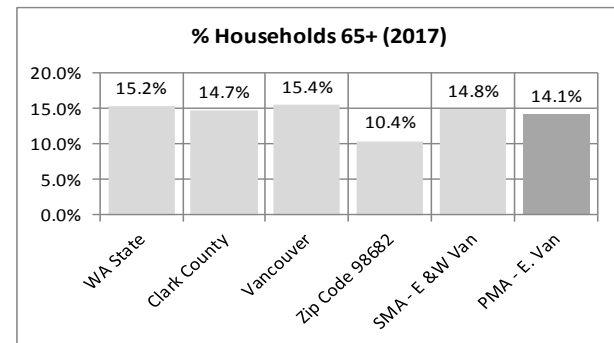
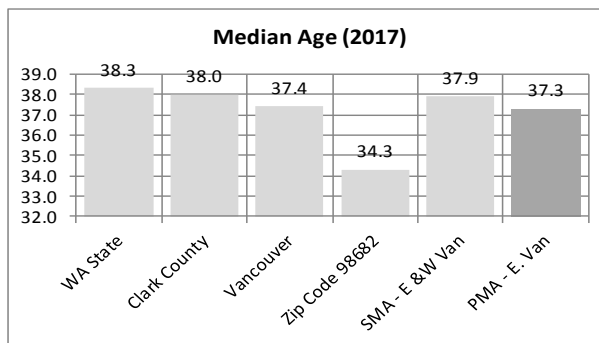
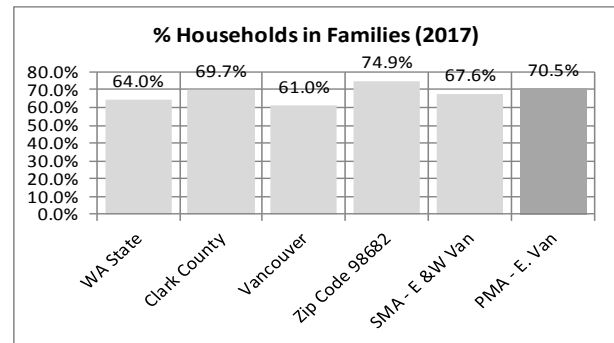
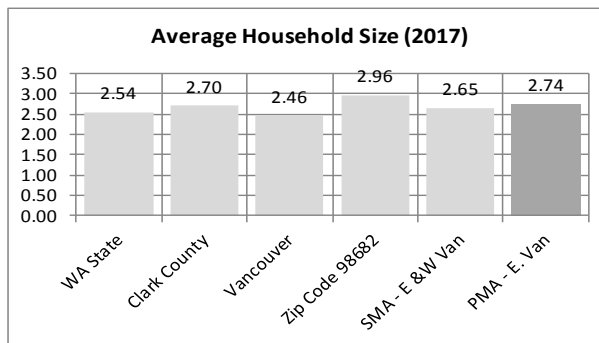


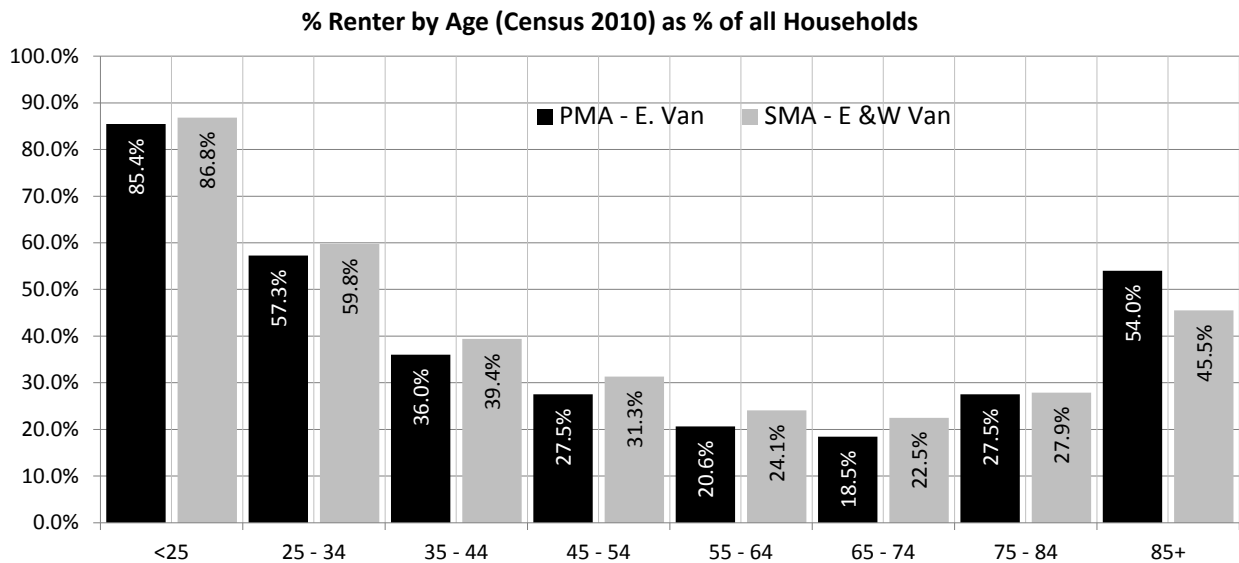
DEMOGRAPHIC PROFILE
2000 & 2010 Census, 2017 Estimates & 2022 Projections

	WA State	Clark County	Vancouver	Zip Code 98682	SMA - E &W Van	PMA - E. Van
POPULATION						
2000 Census Population:	5,894,121	345,238	144,877	43,380	279,782	162,639
2010 Census Population:	6,724,540	425,363	161,807	53,524	336,576	201,998
2017 Estimated Population:	7,311,450	470,604	176,712	59,879	371,285	223,092
2022 Projected Population:	7,733,706	504,392	188,271	64,297	397,537	238,924
Annual Growth (2000 to 2010):	1.3%	2.1%	1.1%	2.1%	1.9%	2.2%
Annual Growth (2017 to 2022):	1.1%	1.4%	1.3%	1.4%	1.4%	1.4%
HOUSEHOLDS						
2000 Census Households:	2,271,398	127,208	56,967	14,607	104,955	59,182
2010 Census Households:	2,620,076	158,099	65,702	18,186	127,712	74,324
2017 Estimated Households:	2,823,946	172,710	71,115	20,146	139,211	81,091
2022 Projected Households:	2,980,190	184,577	75,646	21,586	148,625	86,574
Annual Growth (2000 to 2010):	1.4%	2.2%	1.4%	2.2%	2.0%	2.3%
Annual Growth (2017 to 2022):	1.1%	1.3%	1.2%	1.4%	1.3%	1.3%
FAMILY HOUSEHOLDS						
2010 Census Households:	1,687,455	110,672	40,250	13,701	86,700	52,596
2017 Estimated Households:	1,808,598	120,441	43,354	15,080	94,112	57,154
2022 Projected Households:	1,904,102	128,515	45,961	16,107	100,299	60,917
PERCENT HOUSEHOLDS IN FAMILIES						
2010 Census Households:	64.4%	70.0%	61.3%	75.3%	67.9%	70.8%
2017 Estimated Households:	64.0%	69.7%	61.0%	74.9%	67.6%	70.5%
2022 Projected Households:	63.9%	69.6%	60.8%	74.6%	67.5%	70.4%
PERCENT HOUSEHOLDS IN SINGLE PARENT FAMILIES WITH CHILDREN						
2010 Census Households:	15.2%	16.4%	18.7%	18.9%	17.2%	16.7%
MEDIAN AGE						
2010 Census Households:	37.2	36.7	35.9	32.9	36.6	36.1
2017 Estimated Households:	38.3	38.0	37.4	34.3	37.9	37.3
2022 Projected Households:	39.0	38.5	38.1	34.6	38.4	37.6
PERCENT AGE 65+						
2010 Census Households:	12.3%	11.4%	12.4%	7.8%	11.5%	11.2%
2017 Estimated Households:	15.2%	14.7%	15.4%	10.4%	14.8%	14.1%
2022 Projected Households:	17.5%	16.7%	17.3%	12.0%	16.7%	16.0%
HOUSEHOLD SIZE						
2010 Census:	2.51	2.67	2.43	2.93	2.61	2.70
2017 Estimated:	2.54	2.70	2.46	2.96	2.65	2.74
2022 Projected:	2.54	2.71	2.46	2.97	2.66	2.75
INCOME						
Per Capita Income (2017):	\$34,984	\$31,538	\$29,048	\$25,983	\$31,213	\$31,497
Average Household Income (2017):	\$89,343	\$85,339	\$71,509	\$76,819	\$82,674	\$86,141
Median Household Income (2017):	\$64,691	\$63,862	\$53,942	\$61,762	\$61,612	\$64,942
OWNER HOUSEHOLDS						
2017 Owner Households:	1,765,494	111,890	35,654	13,846	85,253	51,916
Tenure (% Owner)	62.5%	64.8%	50.1%	68.7%	61.2%	64.0%
Median Owner Occupied Value (2017):	\$305,023	\$267,713	\$231,592	\$215,542	\$250,644	\$251,550
Average Owner Occupied Value (2017):	\$379,739	\$326,613	\$279,271	\$249,567	\$306,112	\$310,759
RENTER HOUSEHOLDS						
2010 Census Renter Households:	946,156	54,096	32,260	5,464	48,158	25,930
2017 Estimated Renter Households:	1,058,452	60,820	35,460	6,300	53,958	29,175
2022 Projected Renter Households:	1,123,254	65,278	37,868	6,854	57,860	31,256
Annual Growth (2017 to 2022):	1.2%	1.5%	1.4%	1.8%	1.4%	1.4%
TENURE (% RENTER)						
2010 Census:	36.1%	34.2%	49.1%	30.0%	37.7%	34.9%
2017 Estimated:	37.5%	35.2%	49.9%	31.3%	38.8%	36.0%
2022 Projected:	37.7%	35.4%	50.1%	31.8%	38.9%	36.1%

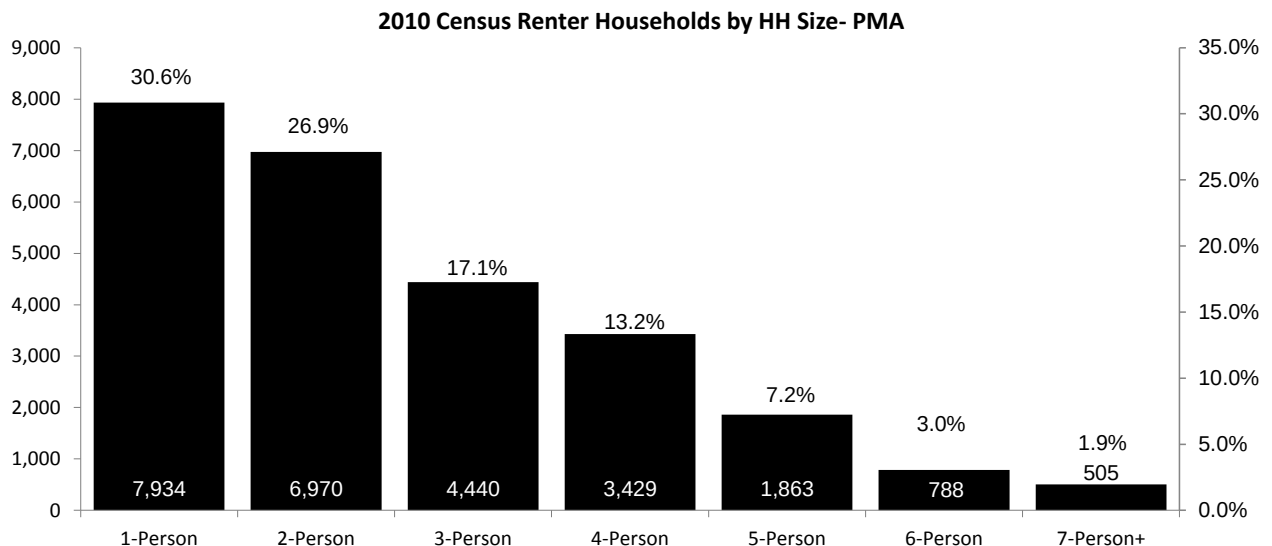
Source: STBD

Demographics	The following demographic estimates and forecast are based on US Census data compiled and aggregated by ESRI as viewed on STBD.com. A summary demographic profile of the subject's primary market area (7 Zip Codes), county, city, county, zip code 98862 containing the subject, the combined East & West Vancouver markets (secondary market area), and state is provided on the previous table.
POPULATION	Currently there are an estimated 223,092 people within the subject's primary market area (PMA) and this figure is forecast to grow to 238,924 by 2022, representing an annual growth of 1.4% and an average growth of 3,166 people per year.
HOUSEHOLD SIZE	Population can be broken down into households – i.e. the number of related or unrelated people who live in one housing unit. Currently, there are an estimated 81,091 households within the PMA and this figure is forecast to grow to 86,574 by 2022, representing an annual growth of 1.3% and an average growth of 1,097 households per year.
AVERAGE HOUSEHOLD SIZE	The average household size in the PMA is 2.74 compared with 2.70 countywide. As such, PMA households tend to have slightly larger households on average than is typical for the county.
% FAMILY HOUSEHOLDS	The percentage of households in families in the PMA is 70.5% compared with 69.7% countywide. As such, the PMA is composed of more related households on average than is typical for the county.
% SINGLE PARENT HOUSEHOLDS WITH CHILDREN	The percentage of single parent households with children in the PMA is 16.7% compared with 16.4% countywide. PMA households are composed of less single parent households with children than is typical for the county.
% HOUSEHOLDS AGE 65 PLUS	The percentage of households with a head of household age 65 or older is 14.1% in the PMA compared with 14.7% countywide.
HOUSEHOLDS BY AGE & PROPENSITY TO RENT	In subject's PMA, renter households account for 34.9% of all households according to the 2010 Census. The 2010 Census living pattern reflected by distribution of renters by age is shown in the following table.





As shown, in the subject's PMA the highest concentration of renters by age is those under age 25 with 85.4% of all households in this age category renting. This concentration steadily drops off as one gets older and is more likely to own their home if age 45 to about 64. Then the propensity to rent begins to reverse with those over age 65. Overall, it is residents under age 35 and seniors that represent the majority of renters.



The majority of renter households (74.6%) reflect household sizes no larger than 3 persons. In fact, over 55% of renter households are one or two-person households.

Highest & Best Use

Highest & Best Use

“Highest & Best Use” is defined by the Appraisal Institute as:

1. *The reasonably probable use of property that results in the highest value. The four criteria that the highest and best use must meet are legal permissibility, physical possibility, financial feasibility, and maximum productivity.*
2. *The use of an asset that maximizes its potential and that is possible, legally permissible, and financially feasible. The highest and best use may be for continuation of an asset’s existing use or for some alternative use. This is determined by the use that a market participant would have in mind for the asset when formulating the price that it would be willing to bid. (IVS)*
3. *[The] highest and most profitable use for which the property is adaptable and needed or likely to be needed in the reasonably near future. (Uniform Appraisal Standards for Federal Land Acquisitions)*

Source: The Dictionary of Real Estate Appraisal, Sixth Edition. Chicago: Appraisal Institute, 2015.

As If Vacant

LEGALLY PERMISSIBLE

Private restrictions, zoning, building codes, historic district controls, and environmental regulations determine those uses legally permissible on a site. To our knowledge, no existing private restrictions or historical district controls encumber the subject site.

The local building code and, particularly, the zoning development standards provide description of what may be done on the site. The site is zoned General Commercial by the City of Vancouver. This zoning allows for a variety of commercial or mixed-use developments with no density limits.

PHYSICALLY POSSIBLE

Size, shape, terrain, accessibility, and availability of utilities affect the uses under which a property can be developed. Both the subject and the Donation are level. The subject includes paved areas that will be removed and restored to a natural state, a new parking area will be added for Kevanna Park, and a path will be constructed from the parking area to the existing park entrance. The subject has a total of 25,235 sq ft and has an irregular shape. It is a narrow, long parcel and the shape is considered a limiting factor unless combined with a neighboring parcel. It is adjacent to a proposed 170-unit apartment complex and is desired as a parking area for this proposed complex.

The Donation is undeveloped and forested. It shares a boundary with the park and fronts on a portion of Burnt Bridge Creek. Setbacks from the creek impact an estimated 43,800 sq ft of that site, leaving about 39,835 sq ft of site area not in the setback area of Burnt Bridge Creek. It is further impacted by a wetland. The wetland appears completely within the setback area from Burnt Bridge Creek, but has a setback of its own leaving only a small corner of the parcel usable. The Vancouver Municipal Code provides some protection for the owner allowing for an economic use, determined on a case-by-case basis and specific study. This is beyond the scope of this appraisal. This parcel is adjacent to Kevanna Park, and the highest and best use is considered parkland. However, this is a non-economic use and cannot be used for valuation. If the market does support an economic use, then economic mitigation may be applied for under provision provided by the municipal code. The code also provides for use of the entire site for massing. Land use along the north side of NE 51st Circle include government offices, east of the subject are some private and retail commercial uses, and beyond that are multifamily uses. The subject and adjacent parcels are currently proposed for a 170-unit senior apartment project, Affinity at Vancouver, with proposed density to a density of 21.9 units/acre. A commercial or multifamily use is considered the highest and best use of the Donation parcel for valuation, applied to a reduced (usable and undefined) site area. The degree of mitigation is done by adjusting for open space

**FINANCIALLY
FEASIBLE &
MAXIMALLY
PRODUCTIVE**

Feasibility is indicated by construction trends in the vicinity and current market conditions. All uses that are expected to produce a positive return are regarded as financially feasible. When development options are available, a determination must be made as to which feasible use is the maximally profitable use.

The apartment market in some parts of the greater Portland / Vancouver / Hillsboro Metro market now have the highest vacancy levels recorded since consistent surveys were initiated in 2006. Most of these areas are in or adjacent to the Portland CBD. The high vacancy levels are the result of the high volumes of new construction not market weakness, and the market remains strong. Once the current inventory of units added to this market are worked off, it is anticipated to resume its previous strength. The subject's location in the East Vancouver market remains a strong market location. Given its location, the highest and best use as vacant for valuation is for commercial use most likely multifamily residential.

Land Valuation

Land Valuation

Introduction

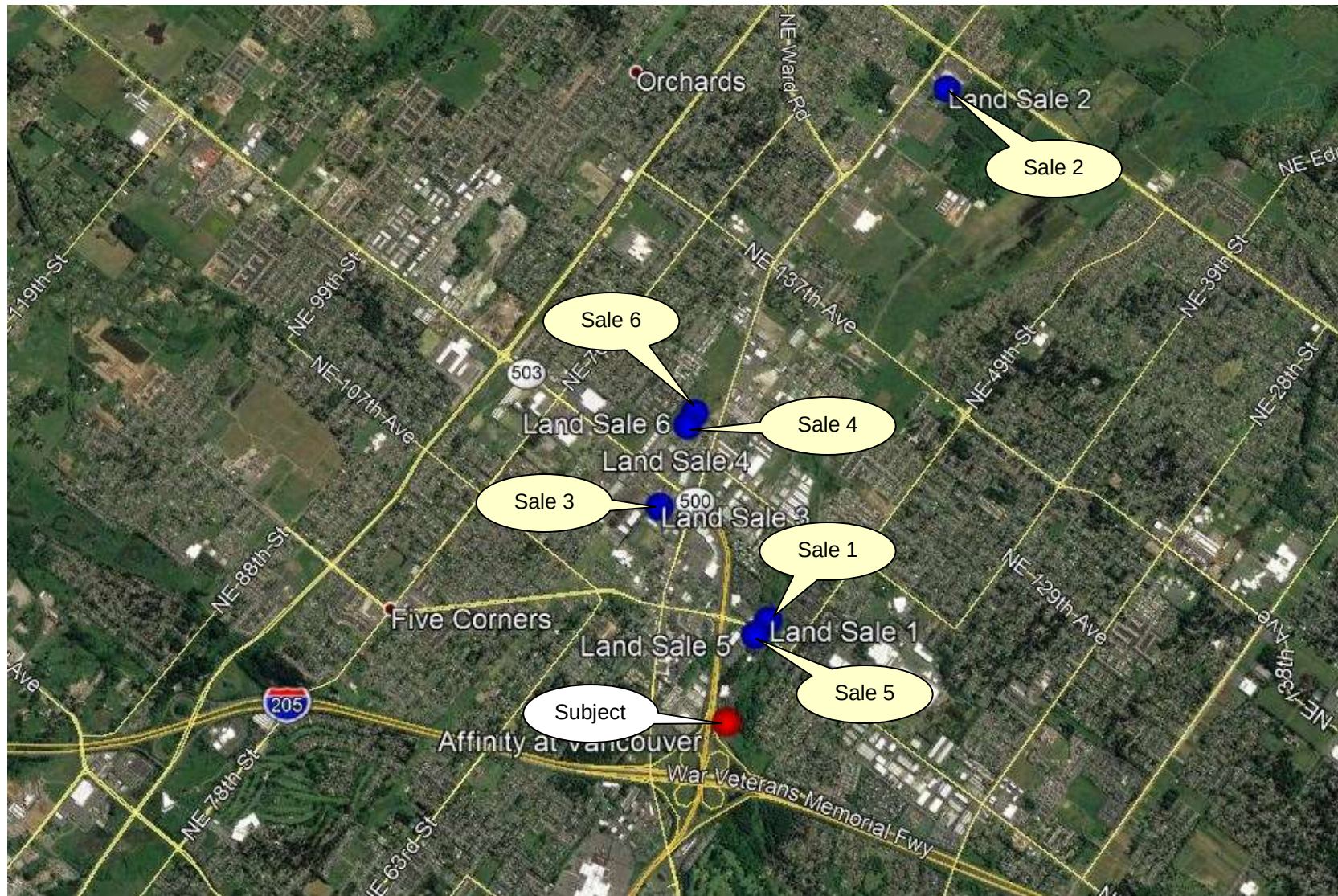
Market value of the land is estimated as if vacant and available for development to its highest and best use, concluded earlier as development with a mixed-use apartment project. The Donation parcel is adjusted for the environmental impacts imposed by Burnt Bridge Creek and wetlands with the knowledge that these impacts cannot remove an economic alternative.

The following section provides a summary of pertinent details for the comparable sales selected for the subject. The subject is zoned General Commercial. This classification allows for commercial developments with no density limit. The sales selected represent recent available transactions and provide good indicators of value for both the subject and the Donation.

The value of land is strongly influenced by its potential highest and best use. Therefore, it is customary to value land as though unimproved and available for development to incorporate a use that would justify the highest price and the greatest net return. Sales of unimproved land similar to the subject site are investigated, and the most appropriate transactions are analyzed and compared to the subject. As discussed in the Highest & Best Use section, the highest and best use of the subject site as if vacant is for some form of commercial or mixed-use multifamily. For the Donation, the highest and best use is considered to be for expansion of Kevanna Park; however, this is not an economic use and it is valued the same as the subject adjusted for the wetland mitigation, setbacks, and compromised utility.

Comparable Land Sales

A summary of pertinent sales comparison data considered most relevant to the valuation of the subject is presented on the following pages, along with a map that highlights the comparison sales' location relative to the subject. We analyzed five sales and one listing of comparable properties in the subject neighborhood.



Land Sale Map

Land Sales Comparison Plat Maps

Sale 1



Sale 2

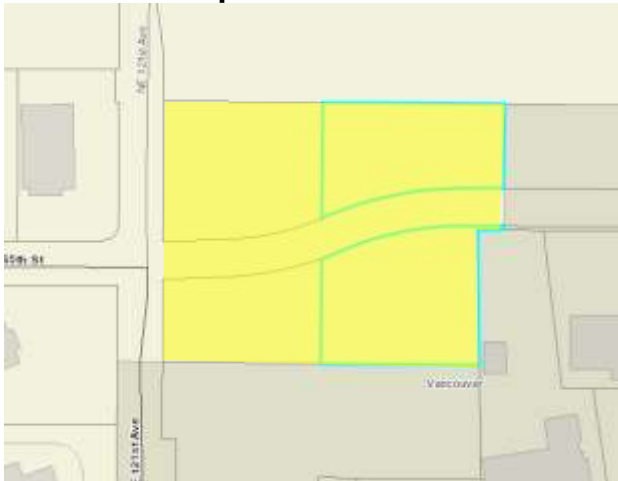


Sale 3



Land Sales Comparison Plat Maps

Sale 4



Sale 5



Sale 6



LAND SALE COMPARISONS

No.	Name/Address	Sale Date	Zoning	Sq. Ft./ Acres	Sale Price/ Cash Price	Price/ Unit	\$/SF	Dist to Subject	Comments
1	Commercial Parcel 112xx NE 112th Avenue Vancouver, WA APN: 157525-034	Aug-18	CC Community Commercial	15,246 0.35	\$185,000	NA	\$12.13	0.4 Miles	Adjacent to small strip center with 7/Eleven. No enviromental problems. NE 51st St separates it from Burnt Bridge Creek.
2	Mixed Use Site NE 162nd Ave & Fourth Plain Blvd Vancouver, WA APN: 159145-005	Jun-18	LI Light Industrial	71,438 1.64	\$464,350	NA	\$6.50	2.9 Miles	Zoned LI but part of Sifton Commerce Center plat. Adjacent land uses are all commercial with same LI zoning.
3	Commercial Parcel 11408 NE Rosewood Avenue Vancouver, WA APN: 157501-000, -015 & -020	Mar-18	GC General Commercial	53,578 1.23	\$280,000	NA	\$5.23	0.9 Miles	Corner lot. Surrounding uses are industrial or auto repair oriented.
4	Commercial Parcel NE 65th St & NE 121st Ave Vancouver, WA APN: 158337-000 & 158369-000	Oct-16	GC General Commercial	138,085 3.17	\$800,000 Include \$800,000	NA Off-site cost	\$5.79	1.2 Miles	In county but zoning is the same as city. Road bisects parcel & improvement cost integrated into future plans. No off adjustment made.
5	Farmers Ins Site 11112 NE 51th Circle Vancouver, WA APN: 159841-000	Oct-14	GC General Commercial	43,996 1.01	\$285,000	NA	\$6.48	0.4 Miles	At intersection of NE 51st Circle & NE 112th Ave. Now improved with an office building
6	Commercial Parcel 6516 NE 124th Avenue Vancouver, WA APN: 159145-005	Listing	GC General Commercial	38,333 0.88	\$550,000 \$200,000 \$350,000	NA Off-site cost	\$9.13	1.3 Miles	On market for 1 day. 1/2 street road extension required. Broker anticipates price \$150 -\$200K less than list price
Subject 10500 NE 51st Circle Vancouver, WA		Appr.	CG General Commercial	25,235 0.58	\$230,000	NA	\$9.11		
Donation 10601 NE 51st Circle Vancouver, WA				83,635 1.92	\$210,000	NA	\$2.51		

Source: Property owners, public records, brokers. Analysis by Kidder Mathews Valuation Advisory Group

The sales all have zoning considered similar to the subject. These are considered the best comparisons for the subject. The subject and all comparisons are assumed to be purchased or have been purchased for future development. The most likely development plans would include some form of commercial use. Each of the comparisons is analyzed by the price per square foot the most common indicator of value for properties of similar value and utility when compared with the subject.

SUBJECT SITE The subject contain 0.58 acres It is a portion of the paved right-of-way of NE 51st Circle and part of the undeveloped interior of the circle drive. The Donation is a 1.92 acre site with a truncated triangular shape and impacted by some environmental issues.

SALE 1 The first comparison is considered the best comparison for the subject. It is located just east of the intersection of NE 112th Avenue and NE 51st Street less than ½ mile east of the subject. The location of this sale has greater visibility. The adjacent use on the corner west of the sale is a 7/Eleven store and immediately north is a Dutch Brothers coffee/restaurant store currently under construction. The Dutch Brothers parcel and this sale were originally marketed together. Together these two parcels contain 35,719 sq ft. The Dutch Brothers site with 20,473 sq ft is now under contract for \$1,263,000, a turnkey sale of an improved site. The comparison contains 15,246 sq ft and sold for \$185,000, closing in August 2018. The sale is equivalent to \$12.13/sq ft. Adjustment is needed for its superior exposure and shape when compared to the subject. When compared to the Donation, adjustment is needed for environmental impacts.

SALE 2 Sale 2 is a recent sale of a parcel located north of the subject. It is zoned for light industrial use but neighboring land use is all commercial, on parcels with the same LI zoning. Uses include a McDonald's restaurant, an eye clinic, and a credit union. According to the broker, it was marketed as a commercial site and it is within a commercial plat, Sifton Commerce Center. The sale is level, is removed from direct street frontage on Fourth Plain Boulevard (SR-500), and contain 1.64 acres. The property is in a business park and the zoning allows for some commercial uses such as those that exist. According to the broker, the site is planned for a medical/recreation center. A use allowed in the subject's zoning. The site sold for \$464,350 and has 71,438 sq ft of site area, equivalent to \$6.50/sq ft. A small adjustment is considered appropriate for the subject's superior zoning.

- SALE 3** Comparison 3 is zoned General Commercial, the same as the subject. This is a corner lot that is surrounded by industrial uses or low level commercial uses such as car repair services. These uses are considered to distract from the sale. The site is level and contains 53,578 sq ft in three adjacent tax parcels. Future plans for the site are as a car lot, consistent with surrounding uses. The site contains 138,085 sq ft, larger than the subject and adjustment is considered for size. It sold in March 2018 for \$280,000, equivalent to \$5.23/sq ft of site area. The site is currently undeveloped. Adjustment is considered for the surrounding land use and the proposed use of this site.
- SALE 4** Land Sale 4 is actually located in Clark County adjacent to the city of Vancouver. All though not in the city zoning is the same as surrounding city located parcels and is the same as the subject's. Its location is directly across from the intersection of NE 65th Street and NE 121st Avenue. NE 65th Street is proposed for extension through this site and the size shown is net of the right-of-way, 138,085 sq ft. It is the understanding of the appraiser that any road extension will be integrated into the site use design. At any rate, the offsite cost of road and construction of other utilities was supposedly considered in the price paid. It was purchased in October 2016 for \$800,000 or \$5.79/sq ft.
- SALE 5** The next comparison is an older sale, the current location of a Farmers Insurance office. This parcel is on the corner of NE 51st Circle and NE 112th Avenue less than a half mile from the subject and near Sale 1. Because of its location, this is considered one of the better comparisons for the subject. It is zoned General Commercial, the same as the subject. The location does provide better visibility than the subject's with good traffic exposure. It is a 1.01-acre parcel. It sold as raw land in October 2014 for construction of the current improvements. The purchase price was \$285,000, equivalent to \$6.48/sq ft. Adjustment is needed for time and market condition change, and its superior exposure.
- SALE 6** The last comparison is a listing adjacent to Sale 4. This property was recently placed on the market. It is currently owned by a family trust and they are trying to get what they can. According to the broker, this site is overpriced. Any future user will have to add offsite costs that includes one-half the cost to construct NE 65th Street. This half street improvement has an estimated cost of \$150,000 to \$200,000, and the sale was adjusted by this amount. It is zoned General Commercial, the same as the subject. The list price is \$550,000. This was adjusted down by \$200,000 and the adjusted sale price is equivalent to \$9.13/sq ft. Little weight is placed on this listing.

**Land Sale
Adjustments**

The sales were all of fee simple estates and sold in typical market transactions. There was no seller financing involved in any of the sales. Sale 6 is adjusted downward to account for its listing status.

A market condition adjustment is made for an estimated increase in values based on previously presented CoStar data summarized in the following table with feedback from market participants. Each sale is adjusted upward at 5% per year.

The largest adjustment considered was for environmental reasons. The subject is located outside any wetland or related setbacks. There are some Oregon White Oak Habitat that requires protection but no significant limitations and no adjustments were made. However, the Donation is heavily impacted by setbacks from Burnt Bridge Creek and from wetland setbacks. These setbacks extend to nearly the entire site, leaving only a small remnant. The Vancouver Municipal Code provides for economic use if sites are over burdened by environment considerations. Like sales were examined to determine an appropriate adjustment based on match pairs. Three sales of residential zoned land were found. One had no environmental problems and sold for \$2.31/sq ft. The other two were both impacted by a stream flowing through the properties. Two of the parcel sold at nearly the same time and showed a price adjustment factor of 71%. The other parcel sold two years later and was less severely impacted. This property provided a price difference of 44%. For this analysis, 70% is used as an environmental impact factor and it was applied to all of the sales for comparison to the Donation parcel.

Property ID Number	Sale Date	Zoning	Sale \$	Size	\$/sf	% Adj
APN: 169486-000	Nov-16	R-5	\$450,000	348,480	\$1.29	44%
APN: 169507-000	Jun-14	R-5	\$140,000	205,622	\$0.68	71%
APN: 169525-000	Jul-14	R-5	\$504,000	217,800	\$2.31	
Adjustment Factor Selected						70%

Sale 2 is zoned for light industrial use but it is also in a commercial plat, surrounding uses are commercial and zoned the same, and planned use is commercial. A modest adjustment is made for zoning.

A size adjustment is applied to Sale 4 with over three acres. Typically, larger parcels sell for a lower value per square foot as the number of buyers and single use applications decline.

An adjustment for shape is applied to all of the comparisons when compared to the subject only. The subject is long and narrow limiting uses. It is planned for integration into the neighboring properties for development of a 170-unit senior apartment complex. It has value to the adjacent user, but limited value in the marketplace for a standalone use.

The subject and all comparisons are located in the Orchards area of Vancouver. All are within three miles of the subject and five of the six within 1.5 miles. No adjustment is needed; although an upward adjustment was considered for Sale 3, surrounded by industrial users.

Finally, an adjustment was considered for exposure and Sales 1 and 5 were adjusted. These two properties are at the intersection of NE 51st Circle and NE 112th Avenue. The subject is at the end of NE 51st Circle with far less exposure. Adjustments considered are summarized in the following table.

Adjustment Analysis	CC	LI	GC	GC	GC	GC
Sale #	1	2	3	4	5	6
Date	Aug-18	Jun-18	Mar-18	Oct-16	Oct-14	Listing
Sale Price - \$/SF	\$12.13	\$6.50	\$5.23	\$5.79	\$6.48	\$9.13
Size (acres)	0.35	1.64	1.23	3.17	1.01	0.88
Density - Units/Ac						
Property Rights/Financing	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Motivation	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Market Conditions	0.0%	0.0%	0.0%	10.0%	20.0%	-10.0%
Adjustment %	0.0%	0.0%	0.0%	10.0%	20.0%	-10.0%
Partially Adjusted \$/sq ft	\$12.13	\$6.50	\$5.23	\$6.37	\$7.77	\$8.22
Other Adjustments						
Environment (Subject)	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Environment (Donation)	-70.0%	-70.0%	-70.0%	-70.0%	-70.0%	-70.0%
Zoning/Density	0.0%	10.0%	0.0%	0.0%	0.0%	0.0%
Size	0.0%	0.0%	0.0%	-5.0%	0.0%	0.0%
Shape - Subject	-5.0%	-5.0%	-5.0%	-5.0%	-5.0%	-5.0%
Shape - Donation	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Location/Neighborhood	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Exposure	-5.0%	0.0%	0.0%	0.0%	-5.0%	0.0%
Access	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Adjustment/sq ft (Subject)	-10.0%	5.0%	-5.0%	-10.0%	-10.0%	-5.0%
Adjustment/sq ft (Donation)	-75.0%	-60.0%	-70.0%	-75.0%	-75.0%	-70.0%
Adjusted Prices/sq ft (Subject)	\$10.92	\$6.83	\$4.96	\$5.74	\$7.00	\$7.81
Adjusted Prices/sq ft (Donation)	\$3.03	\$2.60	\$1.57	\$1.59	\$1.94	\$2.47

**Land Value
Conclusion**

Overall, the sales represent a generally similar group of investments for development with highest and best use similar to that concluded for the subject. Other than the environmental adjustment for the Donation parcel, the adjustments are generally minor.

After adjustment, the land sales provide indications that range of \$4.96 to \$10.92/sq ft for the Subject with an average of \$7.21/sq ft. For the Donation, the comparisons provide value indications ranging from \$1.57 to \$3.03/sq ft with an average of \$2.20/sq ft. The two best comparisons provide average indications \$8.96/sq ft for the Subject and \$2.49/sq ft for the Donation. Most weight is placed on these two sales and \$9.00/sq ft is selected for the Subject and \$2.50/sq ft for the Donation.

Applying these amounts to the respective parcels results in a total of \$230,000 for the Subject and \$210,000 for the Donation. .

Land Value Conclusion

Subject

\$230,000

Donation

\$210,000

Land As Vacant

ADDENDUM

R/W Vacation Materials



Building Permit Application

STREET VACATION (ROW)

CITY OF VANCOUVER

Submit to: 415 W 6th ST ~ Vancouver, WA 98660
PO Box 1995 ~ Vancouver, WA 98668
Phone (360) 487-7800 Fax (360) 487-7808
www.cityofvancouver.us

STREET VACATION INFORMATION AND LOCATION	
➔ Job site address: 10400, 10420, & 10500 NE 51st Cir	
Suite/bldg./apt #:	
Project name (if applicable): Affinity at Vancouver	
Tax Assessor Serial Number: 159847000, 8000, & 9000	
Nearest intersection if no site address:	
DESCRIPTION OF WORK	
Vacate a small portion of 51st Circle loop road to create a buildable lot and construct a 170 unit senior living community. The loop road will be replaced by a cul-de-sac with landscaping, new Kevanna park parking, and park entrance.	
☒ APPLICANT	☒ CONTACT PERSON
Business name: Affinity at Vancouver, LLC	
Contact name: Robert Ketner	
Address: 120 W. Cataldo Ave, suite 100	
City/State/Zip: Spokane, WA 99201	
Phone: () 509-321-3204	Fax: () 509-922-2251
E-mail (required): robertk@inlandconstruction.com	
☒ PROPERTY OWNER	☐ TENANT
Name: Weston Investment Co. LLC	
Address: 2154 NE Broadway, suite 200	
City/State/Zip: Portland, OR 97232	
Phone: () 503-284-9005	Fax: ()
☐ CONTRACTOR	
Business name: TBD	
Contact name:	
Address:	
City/State/Zip:	
Phone: ()	Fax: ()
WA State Contractor License #:	

MINIMUM SUBMITTAL REQUIREMENTS		
- Any fees associated with the application - Written narrative (including vacation proposal and square footage of area to be vacated) - Survey information including - Meets and bounds - Boundary description - Letter requesting vacation (signed by current owner on record)		
RECOMMENDED SUBMITTAL REQUIREMENTS		
Appraisal (prepared by Washington State licensed appraiser)		
TIMELINES		
- The City of Vancouver has 14 calendar days to deem an application Fully Complete (FC). - The City of Vancouver has 30 calendar days to make a determination regarding the request for right-of-way vacation. - After a determination has been made, public hearings will be held within 60 days.		
FEES		
Per ordinance #M-1993, the applicable filing fees are listed below based upon the size of area proposed to be vacated.		
Size of area	0 to 4,000 square feet	\$150.00
	4,000 to 10,000 square feet	\$250.00
	In excess of 10,000 square feet	\$500.00
All street vacation approval is subject to City Council approval and Public Hearing process		
REQUIRED SIGNATURES		
Applicant signature:		
Print name:	Date:	
Robert Ketner	4/27/18	
Property owner signature:		
Print name:	Date:	
Joseph Weston	6/27/16	



Inland Group

Comprehensive Multifamily Construction & Development Services

June 27, 2018

Affinity at Vancouver ROW Vacation Narrative

We are requesting a right of way vacation and transfer of approximately 0.58 acres of the vacated property, consisting of a portion of the loop road at the end of NE 51st Circle in Vancouver, Washington. The subject property is legally described in Exhibit A and depicted in Exhibit B. The vacated property will be combined with the three adjacent parcels to the north and west, to create a single developable lot for a 170-unit senior housing community to be known as Affinity at Vancouver.

In exchange for the 0.58 acres, we are proposing to transfer to the City the entire 1.92 acre parcel adjacent to the loop road. This parcel (Clark County Parcel No. 159851000, with a street address of 10601 NE 51st Circle), as shown on Exhibit F, is also adjacent to Kevanna Park and has a substantial number of mature trees (so may be used for park expansion and/or tree preservation purposes). Following the right of way vacation, in conjunction with the development and construction of Affinity at Vancouver, we would create a cul-de-sac turnaround at the new end of NE 51st Circle (to replace the loop road), remove and replace any loop road impervious surfaces and improvements, create a new parking area for Kevanna Park, and create a new park entrance as desired by the Parks Department. A concept drawing of our proposed new park entrance and parking is attached as Exhibit D. The park area could be reconfigured to incorporate the remaining city owned property within the loop road and the 1.92 acre parcel transfer.

This vacation of right of way (and elimination of the loop road) has been generally supported in previous conversation with City staff (including the Parks and Transportation Departments). Due to the secluded nature of the loop road, we understand it has become an overnight parking area for large trucks, a rest area for transients, and a location where deviant activity has become common place (none of which correspond well with Kevanna Park). Vacating the right of way will eliminate the unintended and undesired uses of the loop road, as will the presence of the Affinity at Vancouver project. An active resident population who care about the neighborhood will place "eyes on the street" helping to keep Kevanna Park a safe, peaceful, and friendly place.

Thank you for your consideration. Please feel free to contact us should you have any questions.

Sincerely,

Applicant
Robert Ketner
Affinity at Vancouver, LLC
509-321-3204
robertk@inlandconstruction.com

Property Owner
Joseph Weston
Weston Investment Co., LLC
503-284-9005
joe@westoninv.com

Attachments:

Exhibit A – ROW Vacation Legal Description

Exhibit B – ROW Vacation Survey

Exhibit C – Affinity at Vancouver Site Plan

Exhibit D – Kevanna Park Entrance & Parking Concept

Exhibit E – ALTA Survey of Existing Conditions

Exhibit F – Parcel Map of Proposed Land to Exchange/Expand Kevanna Park

EXHIBIT "A"

RIGHT OF WAY RELINQUISHMENT FROM THE CITY OF VANCOUVER LEGAL DESCRIPTION

A portion of that real property conveyed to Clark County, Washington by statutory warranty deed recorded June 5, 1989 under Auditor's File No. 8906050062 for N. E. 51st Street R. I. D. Right-of-Way, situate in the Thomas Nerton D. L. C., Section 16, Township 2 North, Range 2 East, W.M. in the City of Vancouver, County of Clark, State of Washington and being more particularly described as follows:

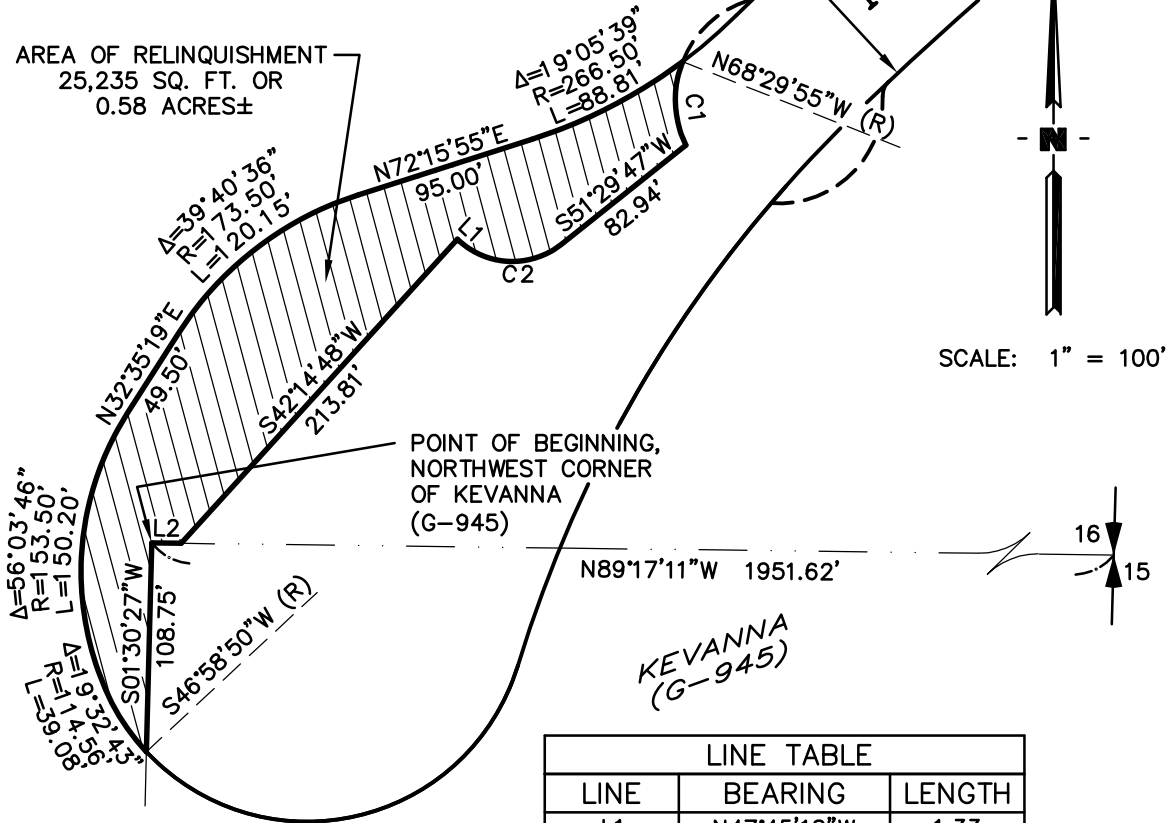
COMMENCING at the East quarter corner of said Section 16; thence North 89°17' 11" West 1951.62 feet along the north line of *KEVANNA* according to the Plat thereof recorded in Book "G", page 945 in the records of Clark County, Washington, to the northwest corner thereof and the POINT OF BEGINNING; thence South 1°30' 27" West 108.75 feet along the west line of said *KEVANNA* to a point on the described right-of-way line according to said statutory warranty deed recorded under Auditor's File No. 8906050062, said point being on a curve having a radius of 114.56 feet, the center of which bears North 46°58' 50" East; thence, along the said described right-of-way, northerly along said curve through a central angle of 19°32' 43", an arc distance of 39.08 feet to a point of compound curve having a radius of 153.50 feet; thence northerly along said curve through a central angle of 56°03' 46", an arc distance of 150.20 feet; thence North 32°35' 19" East 49.50 feet to the beginning of a tangent curve to the right having a radius of 173.50 feet; thence northeasterly along said curve through a central angle of 39°40' 36", an arc distance of 120.15 feet; thence North 72°15' 55" East 95.00 feet to the beginning of a tangent curve to the left having a radius of 266.50 feet; thence northeasterly along said curve through a central angle of 19°05' 39", an arc distance of 88.81 feet to the cusp of a curve to the left having a radius of 54.00 feet, the center of which bears South 68°29' 55" East; thence, leaving said described right-of-way, southerly along said curve through a central angle of 47°33' 51", an arc distance of 44.83 feet; thence South 51°29' 47" West 82.94 feet to the beginning of a tangent curve to the right having a radius of 41.00 feet; thence westerly along said curve through a central angle of 80°45' 01", an arc distance of 57.78 feet; thence North 47°45' 12" West 1.33 feet; thence South 42°14' 48" West 213.81 feet to a point on said north line of *KEVANNA*; thence North 89°17' 11" West 15.34 feet along said north line of *KEVANNA* to the point of beginning. Said described parcel contains 25,235 square feet or 0.58 acres, more or less.



EXHIBIT "B"

RIGHT OF WAY DESCRIBED
IN STATUTORY WARRANTY
DEED NO. 8906050062.

AREA OF RELINQUISHMENT
25,235 SQ. FT. OR
0.58 ACRES±



LINE TABLE		
LINE	BEARING	LENGTH
L1	N47°45'12\"W	1.33
L2	N89°17'11\"W	15.34

CURVE TABLE			
CURVE	DELTA	RADIUS	LENGTH
C1	47°33'51\"	54.00	44.83
C2	80°45'01\"	41.00	57.78

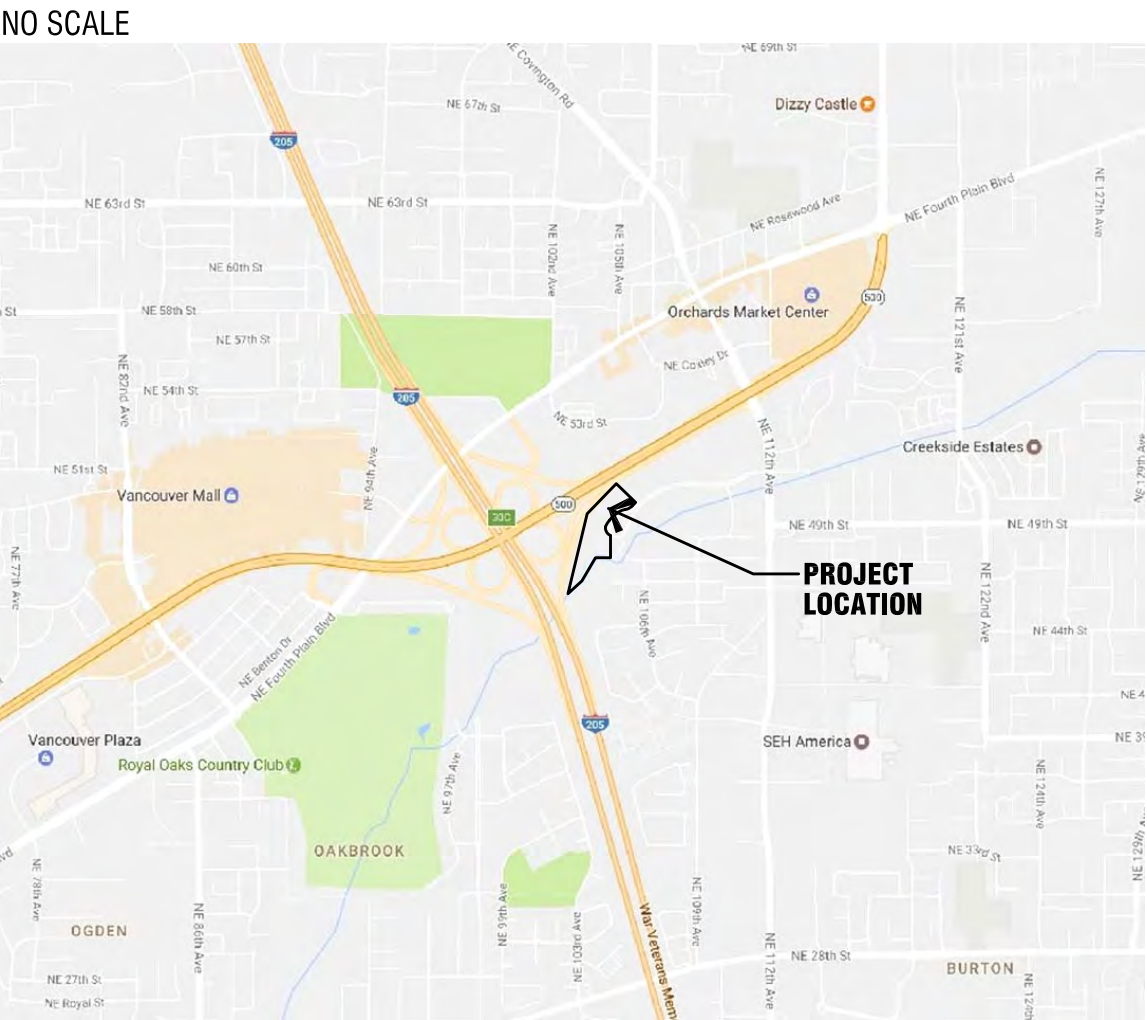


RIGHT OF WAY RELINQUISHMENT
NE 51st CIRCLE
FROM THE CITY OF VANCOUVER
IN THE THOMAS NERTON D.L.C.
IN SECTION 16, T 2 N, R 2 E, WM
CLARK COUNTY, WASHINGTON



DURYE & ASSOCIATES
2702 N. Perry Street
Spokane, WA 99207
JOB NO. 17-2315

VICINITY MAP



AERIAL MAP



PROJECT DIRECTORY

DEVELOPER: AFFINITY AT VANCOUVER, LLC
220 W. CATALDO, SUITE 100
SPOKANE, WA 99201
(509) 321-3205

ARCHITECT: THE ARCHITECTS OFFICE, PLLC
499 MAIN ST.
BOISE, IDAHO 8372
(208) 343-2931

Exhibit C



SITE DATA

SCALE: 1"=40'-0"

PROPERTY AREAS:		
PARCEL 1:	77,538 ± S.F.	1.78 ± ACRES
PARCEL 2:	79,085 ± S.F.	1.82 ± ACRES
PARCEL 3:	198,756 ± S.F.	4.56 ± ACRES
TOTAL:	355,379 ± S.F.	8.16 ± ACRES

PROPOSED MAIN BUILDING:	
OCCUPANCY:	R-2
CONSTRUCTION TYPE:	V-A
HEIGHT:	4 STORIES
UNITS:	170
FOOTPRINT:	46,370 ± S.F.
TOTAL AREA:	180,154 ± S.F.

PROPOSED POOL BUILDING:	
OCCUPANCY:	A-3
CONSTRUCTION TYPE:	V-B
HEIGHT:	1 STORY
AREA:	5,347 ± S.F.

PROPOSED GARAGE BUILDINGS:	
OCCUPANCY:	U
CONSTRUCTION TYPE:	V-B
HEIGHT:	1 STORY
NUMBER OF BUILDINGS:	5
AREAS:	2,728 ± S.F. - 4,224 ± S.F.

PROPOSED PARKING:	
STANDARD OPEN STALLS:	162
OPEN ACCESSIBLE STALLS:	11
STANDARD GARAGE STALLS:	62
ACCESSIBLE GARAGE STALLS:	2
TOTAL PARKING:	237 (1.4/unit)

BUILDING DATA

	GROSS*
FIRST FLOOR	
FIRST FLOOR: NORTH WING	12,759 S.F.
FIRST FLOOR: CENTER CORE	17,598 S.F.
FIRST FLOOR: SOUTH WING	16,013 S.F.
TOTAL FIRST FLOOR	46,370 S.F.
SECOND FLOOR	
SECOND FLOOR: NORTH WING	12,921 S.F.
SECOND FLOOR: CENTER CORE	17,645 S.F.
SECOND FLOOR: SOUTH WING	16,172 S.F.
TOTAL SECOND FLOOR	46,738 S.F.
THIRD FLOOR	
THIRD FLOOR: NORTH WING	12,921 S.F.
THIRD FLOOR: CENTER CORE	14,430 S.F.
THIRD FLOOR: SOUTH WING	16,172 S.F.
TOTAL THIRD FLOOR	43,523 S.F.
FOURTH FLOOR PLAN	
FOURTH FLOOR: NORTH WING	12,921 S.F.
FOURTH FLOOR: CENTER CORE	14,430 S.F.
FOURTH FLOOR: SOUTH WING	16,172 S.F.
TOTAL FOURTH FLOOR	43,523 S.F.
TOTAL BUILDING	180,154 S.F.

* AS MEASURED TO OUTSIDE FACE OF WALL NOT INCLUDING EXTERIOR CANOPIES AND DECKS.

UNIT TYPE DATA

UNIT TYPE	FLOOR			BUILDING TOTAL	TUB	SHOWER	HUD NET AREA*	UNIT GROSS AREA**	UNIT GROSS TOTAL	
	1	2	3							4
A-1s	1	1	1	3			457	495	1,485	
A-2	1	1	1	1	4		457	495	1,980	
A-HC				1		3	457	495	495	
TOTAL A UNITS (STUDIO)				8						
B-1	8	8	7	7	30		553	595	17,850	
B-2s	4	4	4	4		16	638	684	10,944	
B-3		2			4		553	600	2,400	
B-4s	2	2	2	2		8	549	592	4,736	
B-5s	2	2	2	2		8	549	592	4,736	
B-HC	1	1	1	1		4	553	595	2,380	
TOTAL B UNITS (1-BED)				70						
C-1	2	2	2	2	8		737	791	6,328	
C-5s	1	1	1	1		4	766	821	3,284	
C-HC	1	1	1	1		4	766	821	3,284	
TOTAL C UNITS (2-BED/1-BATH)				16						
C-2	1	1	3	3	8		757	810	6,480	
C-3s	3	3	3	3	12	12	794	849	10,188	
C-4s	3	3	3	3	12	12	936	1,000	12,000	
C-6s	1	1	1	1	4	4	786	840	3,360	
TOTAL C UNITS (2-BED/1.5-BATH)				36						
D-1s	2	2	2	2	6	6	951	1,007	6,042	
D-2s	1	1	1	1	3	3	863	922	2,766	
D-3s	1	1	1	1	3	3	894	952	2,856	
D-4s	1	1	1	1	4	4	1,119	1,192	4,768	
D-5s	2	2	2	2	6	6	1,132	1,197	7,182	
D-6s	2	2	2	2	2	2	966	1,029	2,058	
D-7s	1	1	1	1	4	4	1,123	1,196	4,784	
D-8s	2	2	2	2	8	8	966	1,025	8,200	
D-9s	1	1	1	1	4	4	962	1,020	4,080	
TOTAL D UNITS (2-BED/2-BATH)				40						
TOTALS				38	42	45	45	170		134,666

* AS MEASURED TO INSIDE FINISH OF WALL NOT INCLUDING EXTERIOR PATIOS AND DECKS. PER HUD REQUIREMENTS.
** AS MEASURED TO OUTSIDE FACE OF WALL NOT INCLUDING EXTERIOR PATIOS AND DECKS.

UNIT KEY:	A = STUDIO B = (1) BEDROOM (1) BATHROOM C = (2) BEDROOM (1) BATHROOM & (1.5) BATHROOM D = (2) BEDROOM (2) BATHROOM HC = HANDICAP ACCESSIBLE (TYPE A DWELLING UNIT) S = ROLL-IN SHOWER
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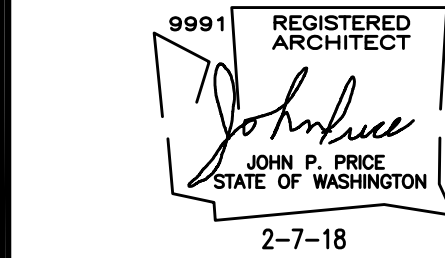


PROJECT

AFFINITY AT VANCOUVER

NW 51ST STREET
VANCOUVER, WASHINGTON

SEAL



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FILE

DATE

MARCH 9, 2018

FILE NO.

17-208 A1.0

DRAWN

JOHN PRICE

REVISIONS

SHEET

A1.0
SITE PLAN

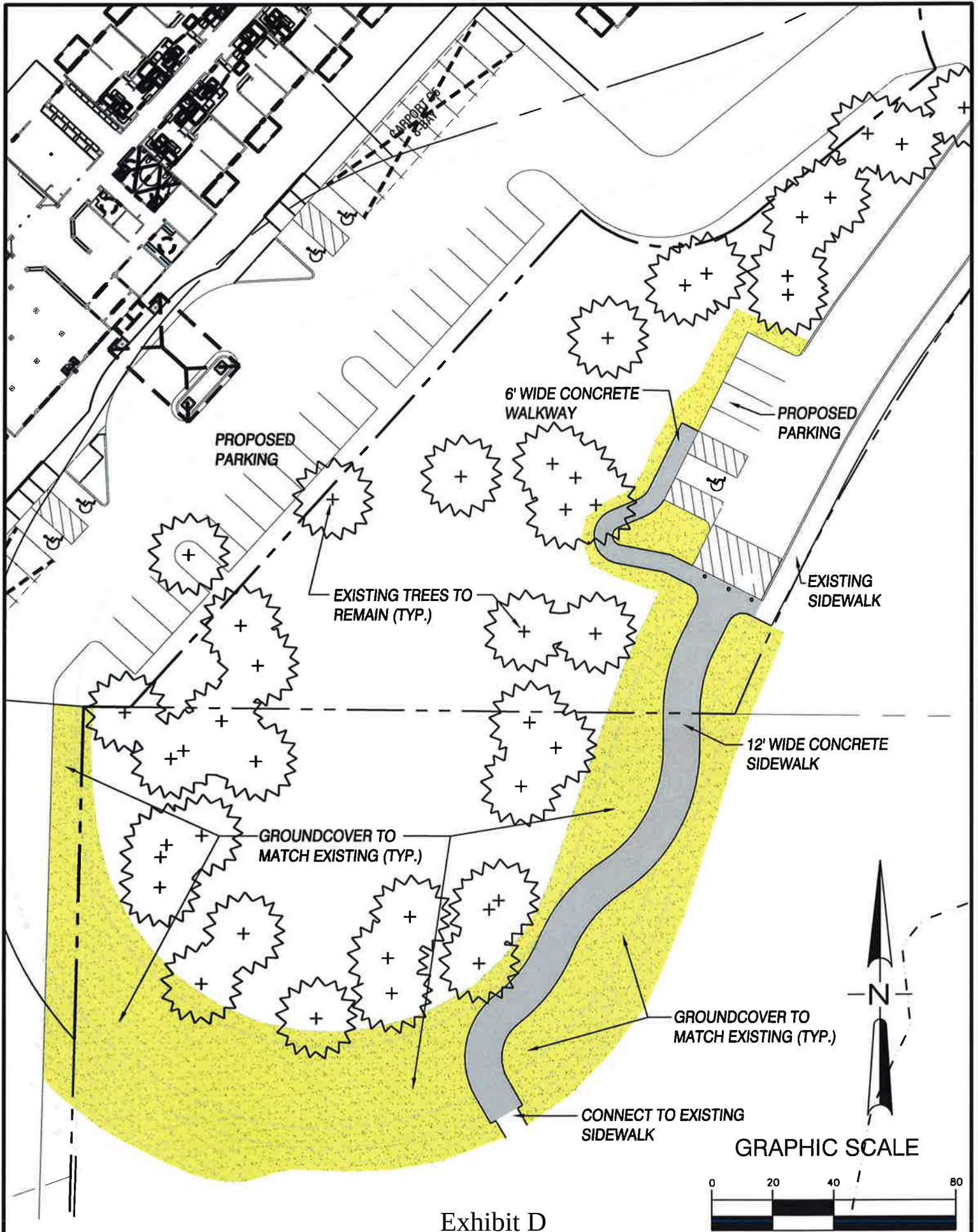


Exhibit D

LEGAL DESCRIPTION:

PARCEL I:
A PARCEL OF PROPERTY IN THE THOMAS NERTON DONATION LAND CLAIM, IN SECTION 16, TOWNSHIP 2 NORTH, RANGE 2 EAST OF THE WILLAMETTE MERIDIAN, CLARK COUNTY, WASHINGTON, BASED ON A RECORD OF SURVEY BY OLSON ENGINEERING, INC. IN AUGUST 1988 NOT YET RECORDED AND DESCRIBED AS FOLLOWS:
COMMENCING AT THE SOUTHEAST CORNER OF THE NORTHEAST QUARTER OF SECTION 16; THENCE NORTH 01°35'45" EAST ALONG THE EAST LINE OF SAID SECTION 16 A DISTANCE OF 1385.99 FEET; THENCE NORTH 88°24'15" WEST 219.44 FEET TO AN ANGLE POINT IN THE SOUTHERLY RIGHT-OF-WAY LINE OF SR-500; THENCE NORTH 75°34'10" WEST ALONG SAID SOUTHERLY RIGHT-OF-WAY LINE 152.48 FEET TO AN ANGLE POINT THEREIN; THENCE SOUTH 61°07'11" WEST ALONG SAID SOUTHERLY RIGHT-OF-WAY LINE 1650.35 FEET TO THE EASTERLY RIGHT-OF-WAY LINE OF I-205; THENCE SOUTH 45°44'48" WEST ALONG SAID EASTERLY RIGHT-OF-WAY LINE 111.28 FEET TO THE TRUE POINT OF BEGINNING; THENCE SOUTH 45°44'48" WEST ALONG SAID EASTERLY RIGHT-OF-WAY LINE 243.72 FEET; THENCE SOUTH 44°15'12" EAST 384.10 FEET TO A 1500.00 FOOT RADIUS CURVE TO THE RIGHT WITH A TANGENT BEARING OF NORTH 37°06'50" EAST INTO SAID CURVE; THENCE ALONG SAID 1500.00 FOOT RADIUS CURVE TO THE RIGHT 244.57 FEET TO A POINT THAT BEARS SOUTH 44°15'12" EAST FROM THE TRUE POINT OF BEGINNING; THENCE NORTH 44°15'12" WEST 367.22 FEET TO THE TRUE POINT OF BEGINNING.
EXCEPTING THEREFROM THAT TRACT CONVEYED TO CLARK COUNTY, WASHINGTON, A MUNICIPAL CORPORATION BY DEED RECORDED JUNE 5, 1989 UNDER AUDITOR'S FILE NO. 8906050062.

PARCEL II:
A PARCEL OF PROPERTY IN THE THOMAS NERTON DONATION LAND CLAIM, IN SECTION 16, TOWNSHIP 2 NORTH, RANGE 2 EAST OF THE WILLAMETTE MERIDIAN, CLARK COUNTY, WASHINGTON, BASED ON A RECORD OF SURVEY BY OLSON ENGINEERING, INC. IN AUGUST 1988 NOT YET RECORDED AND DESCRIBED AS FOLLOWS:
COMMENCING AT THE SOUTHEAST CORNER OF THE NORTHEAST QUARTER OF SECTION 16; THENCE NORTH 01°35'45" EAST ALONG THE EAST LINE OF SAID SECTION 16 A DISTANCE OF 1385.99 FEET; THENCE NORTH 88°24'15" WEST 219.44 FEET TO AN ANGLE POINT IN THE SOUTHERLY RIGHT-OF-WAY LINE OF SR-500; THENCE NORTH 75°34'10" WEST ALONG SAID SOUTHERLY RIGHT-OF-WAY LINE 152.48 FEET TO AN ANGLE POINT THEREIN; THENCE SOUTH 61°07'11" WEST ALONG SAID SOUTHERLY RIGHT-OF-WAY LINE 1650.35 FEET TO THE EASTERLY RIGHT-OF-WAY LINE OF I-205; THENCE SOUTH 45°44'48" WEST ALONG SAID EASTERLY RIGHT-OF-WAY LINE 111.28 FEET TO THE TRUE POINT OF BEGINNING; THENCE SOUTH 45°44'48" WEST ALONG SAID EASTERLY RIGHT-OF-WAY LINE 243.72 FEET; THENCE SOUTH 44°15'12" EAST 384.10 FEET TO A 1500.00 FOOT RADIUS CURVE TO THE RIGHT WITH A TANGENT BEARING OF NORTH 37°06'50" EAST INTO SAID CURVE; THENCE ALONG SAID 1500.00 FOOT RADIUS CURVE TO THE RIGHT 244.57 FEET TO A POINT THAT BEARS SOUTH 44°15'12" EAST FROM THE TRUE POINT OF BEGINNING; THENCE NORTH 44°15'12" WEST 367.22 FEET TO THE TRUE POINT OF BEGINNING.
EXCEPTING THEREFROM THAT TRACT CONVEYED TO CLARK COUNTY, WASHINGTON, A MUNICIPAL CORPORATION BY DEED RECORDED JUNE 5, 1989 UNDER AUDITOR'S FILE NO. 8906050062.

LEGAL DESCRIPTION:

PARCEL III:
A PARCEL OF PROPERTY IN THE THOMAS NERTON DONATION LAND CLAIM, IN SECTION 16, TOWNSHIP 2 NORTH, RANGE 2 EAST OF THE WILLAMETTE MERIDIAN, CLARK COUNTY, WASHINGTON, BASED ON A RECORD OF SURVEY BY OLSON ENGINEERING, INC. IN AUGUST 1988 NOT YET RECORDED AND DESCRIBED AS FOLLOWS:
COMMENCING AT THE SOUTHEAST CORNER OF THE NORTHEAST QUARTER OF SECTION 16; THENCE NORTH 01°35'45" EAST ALONG THE EAST LINE OF SAID SECTION 16 A DISTANCE OF 1385.99 FEET; THENCE NORTH 88°24'15" WEST 219.44 FEET TO AN ANGLE POINT IN THE SOUTHERLY RIGHT-OF-WAY LINE OF SR-500; THENCE NORTH 75°34'10" WEST ALONG SAID SOUTHERLY RIGHT-OF-WAY LINE 152.48 FEET TO AN ANGLE POINT THEREIN; THENCE SOUTH 61°07'11" WEST ALONG SAID SOUTHERLY RIGHT-OF-WAY LINE 1650.35 FEET TO THE EASTERLY RIGHT-OF-WAY LINE OF I-205; THENCE SOUTH 45°44'48" WEST ALONG SAID EASTERLY RIGHT-OF-WAY LINE 111.28 FEET TO THE TRUE POINT OF BEGINNING; THENCE SOUTH 45°44'48" WEST ALONG SAID EASTERLY RIGHT-OF-WAY LINE 243.72 FEET; THENCE SOUTH 44°15'12" EAST 384.10 FEET TO A 1500.00 FOOT RADIUS CURVE TO THE RIGHT WITH A TANGENT BEARING OF NORTH 37°06'50" EAST INTO SAID CURVE; THENCE ALONG SAID 1500.00 FOOT RADIUS CURVE TO THE RIGHT 244.57 FEET TO A POINT THAT BEARS SOUTH 44°15'12" EAST FROM THE TRUE POINT OF BEGINNING; THENCE NORTH 44°15'12" WEST 367.22 FEET TO THE TRUE POINT OF BEGINNING.
EXCEPTING THEREFROM THAT TRACT CONVEYED TO CLARK COUNTY, WASHINGTON, A MUNICIPAL CORPORATION BY DEED RECORDED JUNE 5, 1989 UNDER AUDITOR'S FILE NO. 8906050062.

THE PROPERTY DESCRIBED AND SHOWN HEREON IS THE SAME PROPERTY AS DESCRIBED IN THE CHICAGO TITLE COMPANY OF WASHINGTON COMMITMENT FOR TITLE INSURANCE NUMBER 622-87816 AMENDMENT 3 - UPDATE DATED MAY 16, 2018.

CHICAGO TITLE COMPANY OF WASHINGTON
COMMITMENT NO. 622-87816 AMENDMENT 2
SCHEDULE B - EXCEPTIONS:

- LANDSCAPE MAINTENANCE AGREEMENT RECORDED JULY 18, 1989 UNDER RECORDING NO. 8907180085; AFFECTS SUBJECT PROPERTY, NOT PLOTTED, GENERAL IN NATURE.
- RELINQUISHMENT OF ALL EXISTING, FUTURE OR POTENTIAL EASEMENTS FOR ACCESS, LIGHT, VIEW AND AIR, AND ALL RIGHTS OF INGRESS, EGRESS AND REGRESS CONTAINED IN WARRANTY DEED RECORDED JULY 16, 1970 UNDER RECORDING NO. G557618; AFFECTS PARCEL I OF THE SUBJECT PROPERTY, NOT PLOTTED, GENERAL IN NATURE.
- RELINQUISHMENT OF ALL EXISTING, FUTURE OR POTENTIAL EASEMENTS FOR ACCESS, LIGHT, VIEW AND AIR, AND ALL RIGHTS OF INGRESS, EGRESS AND REGRESS CONTAINED IN WARRANTY DEED RECORDED JULY 16, 1970 UNDER RECORDING NO. G558545; DOES NOT AFFECT THE SUBJECT PROPERTY, NOT PLOTTED.
- DRAINAGE EASEMENT RECORDED OCTOBER 30, 1972 UNDER RECORDING NO. G617364; DOES NOT AFFECT THE SUBJECT PROPERTY, NOT PLOTTED.
- RELINQUISHMENT OF ALL EXISTING, FUTURE OR POTENTIAL EASEMENTS FOR ACCESS, LIGHT, VIEW AND AIR, AND ALL RIGHTS OF INGRESS, EGRESS AND REGRESS TO, FROM AND BETWEEN SAID LAND AND THE HIGHWAYS CONSTRUCTED ON LANDS CONDEMNED BY PROCEEDINGS UNDER CLARK COUNTY SUPERIOR COURT CAUSE NO. 53048; AFFECT NOT DETERMINED, NOT PLOTTED, DOCUMENT NOT PROVIDED.
- SEWER EASEMENT RECORDED NOVEMBER 13, 1973 UNDER RECORDING NO. G649934; DOES NOT AFFECT THE SUBJECT PROPERTY, NOT PLOTTED.
- SEWER EASEMENT RECORDED NOVEMBER 19, 1973 UNDER RECORDING NO. G650247; DOES NOT AFFECT THE SUBJECT PROPERTY, NOT PLOTTED.
- SEWER EASEMENT RECORDED NOVEMBER 27, 1973 UNDER RECORDING NO. G650819; DOES NOT AFFECT THE SUBJECT PROPERTY, NOT PLOTTED.
- EASEMENT FOR RIGHT-OF-WAY RECORDED MAY 17, 1974 UNDER RECORDING NO. G662810; AFFECTS SUBJECT PROPERTY, NOT PLOTTED, LOCATION OF GUY ANCHOR IS NOT DESCRIBED.
- EASEMENT RECORDED APRIL 7, 1976 UNDER RECORDING NO. G719262; DOES NOT AFFECT THE SUBJECT PROPERTY, PLOTTED.
- JOINT EASEMENT AND RIGHT OF WAY RECORDED JUNE 3, 1982 UNDER RECORDING NO. 8206030086; DOES NOT AFFECT THE SUBJECT PROPERTY, NOT PLOTTED.
- EASEMENT RECORDED JULY 30, 1982 UNDER RECORDING NO. 8207300123; DOES NOT AFFECT THE SUBJECT PROPERTY, NOT PLOTTED.
- WATER EASEMENT RECORDED JULY 30, 1982 UNDER RECORDING NO. 8207300124; DOES NOT AFFECT THE SUBJECT PROPERTY, NOT PLOTTED.
- EASEMENT RECORDED JULY 21, 1983 UNDER RECORDING NO. 8307210125; DOES NOT AFFECT THE SUBJECT PROPERTY, NOT PLOTTED.
- EASEMENT FOR ROADWAY SLOPES RECORDED JULY 21, 1983 UNDER RECORDING NO. 8307210126; DOES NOT AFFECT THE SUBJECT PROPERTY, NOT PLOTTED.
- UTILITY EASEMENT RECORDED APRIL 10, 1986 UNDER RECORDING NO. 8604100183; AFFECTS PARCEL III OF THE SUBJECT PROPERTY, PLOTTED.
- GREENBELT EASEMENT RECORDED APRIL 10, 1986 UNDER RECORDING NO. 8604100184; DOES NOT AFFECT THE SUBJECT PROPERTY, NOT PLOTTED.
- JOINT EASEMENT AND RIGHT OF WAY RECORDED AUGUST 23, 1988 UNDER RECORDING NO. 8808230099; DOES NOT AFFECT THE SUBJECT PROPERTY, NOT PLOTTED.
- EASEMENT AND RIGHT OF WAY RECORDED DECEMBER 13, 1988 UNDER RECORDING NO. 8812130059; DOES NOT AFFECT THE SUBJECT PROPERTY, NOT PLOTTED.
- EASEMENT AND RIGHT OF WAY RECORDED OCTOBER 18, 1996 UNDER RECORDING NO. 9610180031; DOES NOT AFFECT THE SUBJECT PROPERTY, NOT PLOTTED.
- SANITARY SEWER EASEMENT RECORDED AUGUST 29, 2003 UNDER RECORDING NO. 3706578; DOES NOT AFFECT THE SUBJECT PROPERTY, PLOTTED.
- CLARK COUNTY RESOLUTION NO. 1988-05-31 RECORDED OCTOBER 3, 1991 UNDER RECORDING NO. 9110030251; AFFECTS SUBJECT PROPERTY, NOT PLOTTED, GENERAL IN NATURE.
- CLARK COUNTY RESOLUTION NO. 1991-09-15 RECORDED OCTOBER 3, 1991 UNDER RECORDING NO. 9110030250; AFFECTS SUBJECT PROPERTY, NOT PLOTTED, GENERAL IN NATURE.
- COVENANT RUNNING WITH THE LAND RECORDED OCTOBER 13, 1978 UNDER RECORDING NO. 7810130109, AMENDED BY INSTRUMENT RECORDED AUGUST 10, 1981 UNDER RECORDING NO. 8108100061; AFFECTS SUBJECT PROPERTY, NOT PLOTTED, GENERAL IN NATURE.
- COVENANT RUNNING WITH THE LAND RECORDED OCTOBER 13, 1978 UNDER RECORDING NO. 7810130110, AMENDED BY INSTRUMENT RECORDED AUGUST 10, 1981 UNDER RECORDING NO. 8108100061; AFFECTS SUBJECT PROPERTY, NOT PLOTTED, GENERAL IN NATURE.
- UTILITY SERVICE COVENANT RECORDED NOVEMBER 3, 1982 UNDER RECORDING NO. 8211030009; AFFECTS SUBJECT PROPERTY, NOT PLOTTED, GENERAL IN NATURE.
- DECLARATION OF COVENANTS, CONDITIONS AND RESTRICTIONS RECORDED JULY 5, 1989 UNDER RECORDING NO. 8907050156; RE-RECORDED JULY 7, 1989 UNDER RECORDING NO. 8907070103; FIRST AMENDMENT TO DECLARATION OF COVENANTS, CONDITIONS AND RESTRICTIONS RECORDED JULY 28, 1999 UNDER RECORDING NO. 3134263; ASSIGNMENT OF DECLARANT'S RIGHTS RECORDED JULY 20, 2015 UNDER RECORDING NO. 5194596 AND 5194598; AFFECTS SUBJECT PROPERTY, COMMON AREA PLOTTED, ALL OTHER MATTERS ARE GENERAL IN NATURE.
- COVENANTS, CONDITIONS, RESTRICTIONS, REGITALS, RESERVATIONS, EASEMENTS, EASEMENT PROVISIONS, DEDICATIONS, BUILDING SETBACK LINES, NOTES, STATEMENTS, AND OTHER MATTERS AS SET FORTH OF RECORD OF SURVEY RECORDED IN BOOK 25 OF SURVEYS, PAGE 31; AFFECTS SUBJECT PROPERTY; EASEMENTS PLOTTED.
- COVENANTS, CONDITIONS, RESTRICTIONS, REGITALS, RESERVATIONS, EASEMENTS, EASEMENT PROVISIONS, DEDICATIONS, BUILDING SETBACK LINES, NOTES, STATEMENTS, AND OTHER MATTERS AS SET FORTH OF RECORD OF SURVEY RECORDED IN BOOK 25 OF SURVEYS, PAGE 8; AFFECTS SUBJECT PROPERTY, NOT PLOTTED, GENERAL IN NATURE.
- SEWER EASEMENT RECORDED NOVEMBER 27, 1973 UNDER RECORDING NO. G650818; AFFECTS PARCEL III OF THE SUBJECT PROPERTY, PLOTTED.

NOTES AND COMMENTS:

- POSTED PROPERTY ADDRESS: NO POSTED PROPERTY ADDRESS, THE PROPERTY HAS NOT BEEN DEVELOPED.
PARCEL I SITE ADDRESS LISTED AS: 10500 NE 51ST CIR, VANCOUVER, WA
PARCEL II SITE ADDRESS LISTED AS: 10420 NE 51ST CIR, VANCOUVER, WA
PARCEL III SITE ADDRESS LISTED AS: 10400 NE 51ST CIR, VANCOUVER, WA
- BY GRAPHIC PLOTTING ONLY, A PORTION OF THIS PROPERTY IS IN ZONE X AND A PORTION IS IN ZONE AE, OF THE FLOOD INSURANCE RATE MAPS NO. 5301100387D AND 5301100388D WHICH BOTH BEAR AN EFFECTIVE DATE OF SEPTEMBER 5, 2012 A PORTION OF THE SUBJECT PROPERTY IS IN A SPECIAL FLOOD HAZARD AREA. NO FIELD SURVEYING WAS PERFORMED TO DETERMINE THIS ZONE AND AN ELEVATION CERTIFICATE MAY BE NEEDED TO VERIFY THIS DETERMINATION OR APPLY FOR A VARIANCE FROM THE FEDERAL EMERGENCY MANAGEMENT AGENCY.
- GROSS LAND AREA 356,389 SQUARE FEET OR 8.18 ACRES, MORE OR LESS.
PARCEL I: 73,961 SQUARE FEET OR 1.70 ACRES, MORE OR LESS.
PARCEL II: 82,721 SQUARE FEET OR 1.90 ACRES, MORE OR LESS.
PARCEL III: 199,707 SQUARE FEET OR 4.58 ACRES, MORE OR LESS.
- PER THE CITY OF VANCOUVER PLANNING DEPARTMENT, THIS SITE IS CURRENTLY ZONED CG (GENERAL COMMERCIAL); CG ZONING REQUIREMENTS FOR THIS SITE:
SETBACKS:
FRONT, SIDE AND REAR SETBACKS PURSUANT TO THE SCREENING AND BUFFERING STANDARDS CONTAINED IN VMC TABLES 20.925.030-1 AND 20.925.030-2, PLUS AN ADDITIONAL FOOT FOR EACH FOOT THE BUILDING EXCEEDS 20 FEET IN HEIGHT TO A MAXIMUM SETBACK REQUIREMENT OF 40 FEET.
HEIGHT: NONE
LOT COVERAGE: MAXIMUM DETERMINED BY COMPLIANCE WITH SCREENING AND BUFFERING STANDARDS CONTAINED IN VMC TABLES 20.925.030-1 AND 20.925.030-2, STORMWATER STANDARDS, EROSION CONTROL, REGULATION, AND ALL OTHER APPLICABLE DEVELOPMENT STANDARDS.
PARKING: SENIOR MULTI-FAMILY HOUSING; 1 SPACE PER DWELLING UNIT
- AT THE TIME OF FIELD SURVEY, THERE WERE NO BUILDINGS ON THE SUBJECT PROPERTY.
- TOTAL PARKING SPACES 0, THE SUBJECT PROPERTY IS UNDEVELOPED.
- THE UNDERGROUND UTILITIES SHOWN HEREON ARE COMPILED FROM PLANS AND MAPS PROVIDED BY THE CITY OF VANCOUVER AND VERIFIED BY THE VISIBLE SURFACE FEATURES OF THESE UTILITIES AND MARKINGS PROVIDED BY A 811 UTILITY LOCATE SERVICE PURSUANT TO SECTION 5.ELV. AN EXACT LOCATION OF THESE UTILITIES WAS NOT PERFORMED FOR THIS SURVEY. BEFORE DIGGING, CALL THE APPROPRIATE LOCAL UTILITY LOCATE SERVICE FOR FIELD LOCATIONS OF UNDERGROUND UTILITY LINES.
- THIS SURVEY WAS PREPARED IN ACCORDANCE WITH HUD SURVEY INSTRUCTIONS AND REPORT, HUD FORM 91073(M) DATED JUNE 2014.
- AT THE TIME OF THE FIELD SURVEY, THERE WAS NO OBSERVABLE EVIDENCE OF EARTH MOVING WORK, BUILDING CONSTRUCTION, OR BUILDING ADDITIONS WITHIN RECENT MONTHS.
- PURSUANT TO THE CITY OF VANCOUVER PUBLIC WORKS DEPARTMENT WEBSITE www.cityofvancouver.us/sites/default/files/fileattachments/public_works/page/1744/2017-2022_tip_final.pdf, THERE ARE NO CURRENT PROPOSALS FOR ANY CHANGES IN STREET RIGHT OF WAY LINES ADJACENT TO THE SUBJECT PROPERTY SHOWN ON THIS SURVEY.
- AT THE TIME OF FIELD SURVEY, THERE WAS NO OBSERVABLE EVIDENCE OF RECENT STREET OR SIDEWALK CONSTRUCTION OR REPAIRS.
- AT THE TIME OF FIELD SURVEY, THERE WAS NO EVIDENCE OF FIELD DELINEATION OF WETLANDS CONDUCTED BY A QUALIFIED SPECIALIST.
- THE LOCATION OF THE TREES SHOWN HEREON WERE SURVEYED ACCORDING TO THE TREE LIST PREPARED BY GALEN WRIGHT OF WASHINGTON FORESTRY CONSULTANTS, INC. THE TREE NUMBER IS DEPICTED ON THE SURVEY, PLEASE REFER TO THE TREE LIST FOR THE CORRESPONDING SPECIES, DIAMETER AND OTHER INFORMATION.
- PURSUANT TO TABLE A, ITEM 19, THERE ARE NO APPURTENANT EASEMENTS LISTED IN THE REFERENCED TITLE REPORT.
- ACCESS TO PROPERTY VIA PUBLIC RIGHTS OF WAY:
NORTHEAST 51st CIRCLE (NO PHYSICAL ACCESS)
- EASEMENT RIGHTS: PLOTTABLE EASEMENTS ARE SHOWN FROM THE OWNER SUPPLIED TITLE REPORT. NON-PLOTTABLE EASEMENTS ARE NOTED ON THE SURVEY AS BEING "NOT PLOTTED". BECAUSE OUR SERVICE IS LIMITED TO REPORTING ON EASEMENT LOCATIONS, WE STRONGLY RECOMMEND LEGAL COUNSEL BE RETAINED TO REPORT ON TITLE PAPERS IN THEIR ENTIRETY.
- AT THE TIME OF THE FIELD SURVEY, THERE WAS NO VISIBLE EVIDENCE OF SITE USE AS A CEMETERY OR BURIAL GROUND.
- THE RECORD DESCRIPTION MATHEMATICALLY CLOSES.
- BASIS OF BEARINGS: THE BEARING OF NORTH 01°35'45" EAST ALONG THE EAST LINE OF THE NORTHEAST QUARTER OF SECTION 16, TOWNSHIP 2 NORTH, RANGE 2 EAST, W.M. AS SHOWN UPON THAT CERTAIN RECORD OF SURVEY RECORDED JUNE 12, 2003 IN BOOK 51 OF SURVEYS AT PAGE 086, CLARK COUNTY RECORDS, WAS TAKEN AS THE BASIS OF BEARINGS SHOWN UPON THIS SURVEY.
- THERE ARE NO GAPS, GORES OR OVERLAPS BETWEEN THE SUBJECT PROPERTY AND THE ADJOINING PROPERTIES OR PUBLIC STREET RIGHTS OF WAY SHOWN ON THIS SURVEY.
- THERE ARE NO INTERIOR GAPS, GORES OR OVERLAPS BETWEEN THE PARCELS WITHIN THE SUBJECT PROPERTY.
- TAX MAP PARCEL NOS.: 159847000, 159848000 & 159849000
- THIS IS AN AS-BUILT SURVEY PREPARED IN ACCORDANCE WITH THE MINIMUM STANDARD DETAIL REQUIREMENTS FOR ALTA/NSPS LAND TITLE SURVEYS.
- THIS SURVEY WAS PREPARED FOR THE PURPOSES OF OBTAINING AN EXTENDED COVERAGE TITLE INSURANCE POLICY.
- THE USE OF THE WORD "CERTIFY" OR "CERTIFICATION" WITHIN THIS SURVEY ONLY CONSTITUTES AN EXPRESSION OF PROFESSIONAL OPINION REGARDING THOSE FACTS AND FINDINGS SHOWN ON THIS SURVEY, AND DOES NOT CONSTITUTE A WARRANTY OR GUARANTEE, EITHER IMPLIED OR EXPRESSED.
- DURYEA & ASSOCIATES ONLY ACKNOWLEDGES SIGNED AND STAMPED MAPS AND DRAWINGS. NO RESPONSIBILITY OR LIABILITY IS EXPRESSED OR IMPLIED FOR ELECTRONIC DATA AND/OR REPRODUCED MAPS AND DRAWINGS.

VERTICAL DATUM:

THE VERTICAL RELIEF SHOWN HEREON, WITH A 1 FOOT CONTOUR INTERVAL WAS PRODUCED FROM A GROUND SURVEY ON NAVD 88 DATUM.
BENCHMARK: AN ALUMINUM CAP AT THE SURFACE OF NE 51ST CIRCLE DESIGNATED IS0658 AND HAVING A PUBLISHED NAVD 88 ELEVATION OF 198.855 FEET, ACCORDING TO WASHINGTON STATE DEPARTMENT OF TRANSPORTATION DATA SHEET, WAS USED AS THE CONTROLLING BENCHMARK.

DATUM = NAVD 88. CONVERSION TO NGVD 29 = NAVD 88 - 3.47 FEET

ON-SITE TEMPORARY BENCH MARK: THE SOUTHWEST ANCHOR BOLT ON LIGHT POLE NO. V22161303 LOCATED ON THE SOUTHERLY SIDE OF NE 51ST CIRCLE ACROSS FROM PARCEL I, HAVING AN NAVD 88 ELEVATION OF 202.04 FEET.

HORIZONTAL DATUM:

WASHINGTON SOUTH ZONE, U.S. SURVEY FEET.
CONTROLLING POINTS: THE NORTHEAST CORNER OF SECTION 16, TOWNSHIP 2 NORTH, RANGE 2 EAST, WILLAMETTE MERIDIAN, HAVING STATE PLANE COORDINATES OF NORTH 127,604,235 FEET AND EAST 1,114,282,095 FEET AND THE EAST QUARTER CORNER OF SAID SECTION 16, HAVING STATE PLANE COORDINATES OF NORTH 124,980,231 FEET AND EAST 1,114,208,455 FEET ARE TO BE USED AS THE BASIS OF HORIZONTAL CONTROL.

THE GRID BEARING BETWEEN CONTROLLING MONUMENTS BEING N01°35'43"E.

POSSIBLE ENCROACHMENTS:

THERE ARE NO ENCROACHMENTS BY IMPROVEMENTS ON THE ADJOINING PROPERTY ONTO SUBJECT PROPERTY, AND NO ENCROACHMENTS BY IMPROVEMENTS LOCATED ON SUBJECT PROPERTY OVER ANY ADJOINING PROPERTY OR OVER ANY PLOTTED OR PLOTTABLE EASEMENTS.

SURVEYOR'S CERTIFICATION:

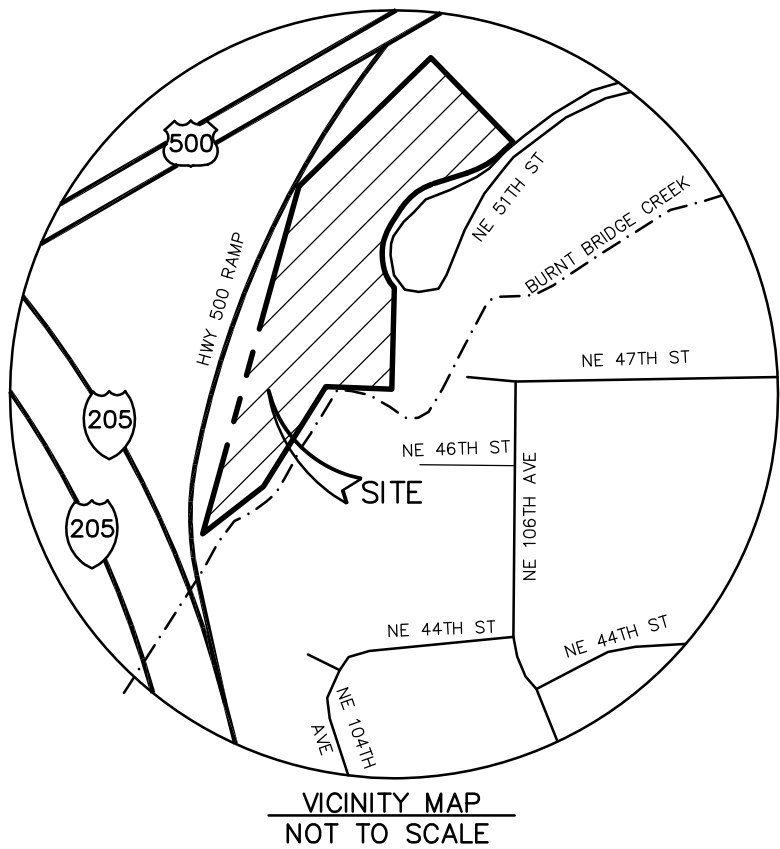
To: Affinity at Vancouver, LLC and Chicago Title Company of Washington.

This is to certify that this map or plat and the survey on which it is based were made in accordance with the 2016 Minimum Standard Detail Requirements for ALTA/NSPS Land Title Surveys, jointly established and adopted by ALTA and NSPS, and includes Items 2, 3, 4, 5, 6(a), 6(b), 7(a), 7(b)(1), 7(c), 8, 9, 11, 13, 14, 16, 17, 18, 19, 20 and 21 (topographic survey for design purposes) of Table A thereof. The field work was completed on August 31, 2017.

Date of Plat or Map: 09/11/2017



PRELIMINARY
Mitchell Duryea
LS 33658
Exp. 9/17/2019
mitch@duryea-associates.com



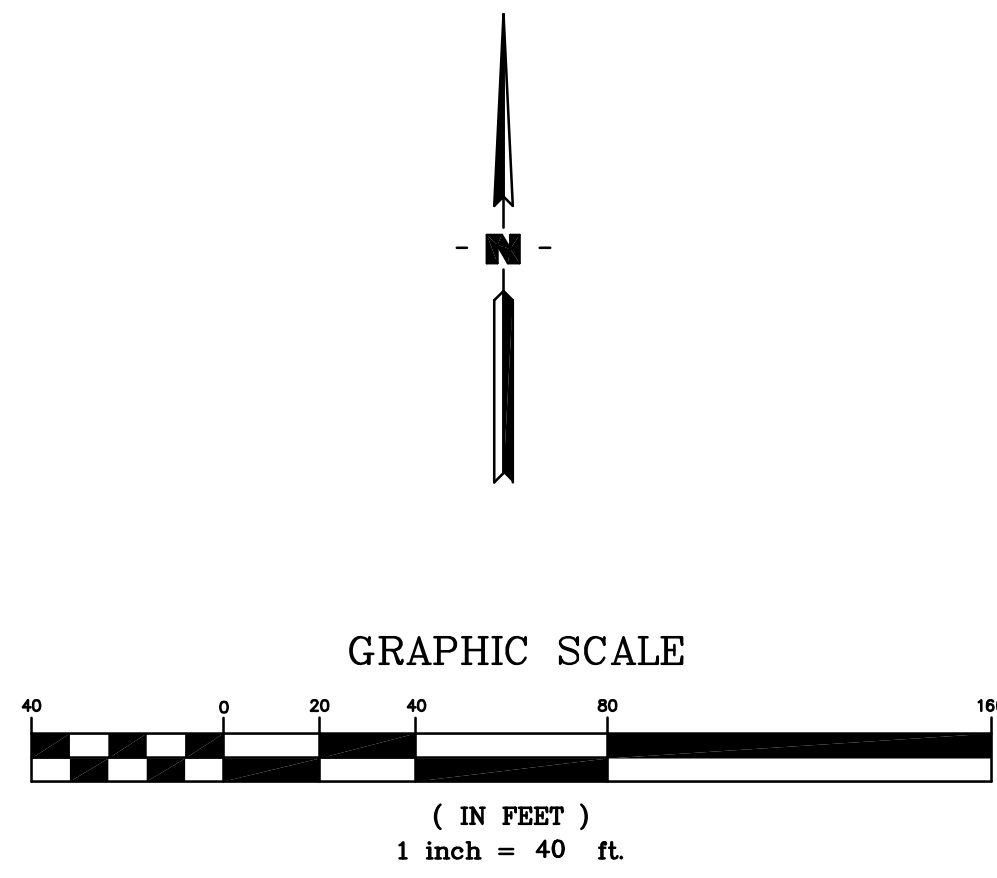
ALTA/NSPS LAND TITLE SURVEY
AFFINITY AT VANCOUVER
NE 51st CIRCLE
VANCOUVER, WASHINGTON



2702 N. Perry Street Spokane, WA 99207 (509) 465-8007
www.duryea-associates.com

DATE:	SEPTEMBER, 2017	SHEET:	
SCALE:	1" = 40'		
PROJECT SURVEYOR:	JAL		
DRAWN BY:	LSH		
LAST DATE OF REVISION:	6/20/2018	JOB NO.:	17-2315

1 OF 3



TRUE POINT OF BEGINNING PARCEL II
(SEE DEED DESCRIPTION DETAIL)

TRUE POINT OF BEGINNING PARCEL I
(SEE DEED DESCRIPTION DETAIL)

TRUE POINT OF BEGINNING PARCEL III
(SEE DEED DESCRIPTION DETAIL)

FOUND 3 1/2" BRASS
DISK IN MON CASE
STATE PLANE COORDINATES
WASHINGTON SOUTH ZONE
U.S. SURVEY FEET
NORTH 127,604.235
EAST 1,114,282.095

FOUND 3 1/2" BRASS
DISK IN MON CASE
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WASHINGTON SOUTH ZONE
U.S. SURVEY FEET
NORTH 124,960.231
EAST 1,114,208.455

LINE TABLE		
LINE	BEARING	DISTANCE
L1	S32°35'19"W	49.50'
L2	N72°15'55"E	95.00'
L3	N44°43'18"W	39.00'
L4	S32°35'19"W	49.50'
L5	N72°15'55"E	95.00'

CURVE TABLE		
CURVE	RADIUS	DELTA
C1	114.56'	19°32'43"
C2	153.50'	30°09'43"
C3	153.50'	25°54'03"
C4	173.50'	37°20'28"
C5	173.50'	2°20'08"
C6	266.50'	26°59'12"
C7	1540.00'	1°09'33"
C8	692.00'	28°21'10"
C9	94.06'	139°35'59"
C10	133.00'	56°03'46"
C11	153.00'	39°40'36"
C12	287.00'	26°59'12"
C13	1500.00'	4°22'26"

LEGEND:

- PROPERTY LINE
- EASEMENT LINE
- CENTERLINE
- BUILDING LINE
- 6" CONCRETE CURB
- EDGE OF ASPHALT
- APPROXIMATE CENTERLINE OF BURNT BRIDGE CREEK
- FLOOD ZONE BOUNDARY
- CHAINLINK FENCE AS NOTED
- WOOD FENCE AS NOTED
- 6" VINYL FENCE
- GUARD RAIL
- CONCRETE SURFACE
- UNDERGROUND STORM DRAIN LINE
- UNDERGROUND SANITARY SEWER LINE
- UNDERGROUND WATER LINE
- OVERHEAD ELECTRIC/TELEPHONE LINE

- FIRE HYDRANT
- WATER VALVE
- WATER BLOW OFF VALVE
- SANITARY SEWER MANHOLE
- STORM SEWER MANHOLE
- CATCH BASIN
- POWER POLE
- POWER POLE WITH GUY WIRE
- TELECOMMUNICATION RISER
- LIGHT STANDARD
- SIGN
- TEST PIT
- MONITORING WELL
- TREE LOCATION AND NUMBER PER TREE LIST
- RECORD BEARING AND/OR DISTANCE
- LANDSCAPED AREA
- TRASH ENCLOSURE
- FOUND AS NOTED
- FOUND 1/2" RE-BAR W/CAP ILLEGIBLE
- BENCHMARK

PRELIMINARY

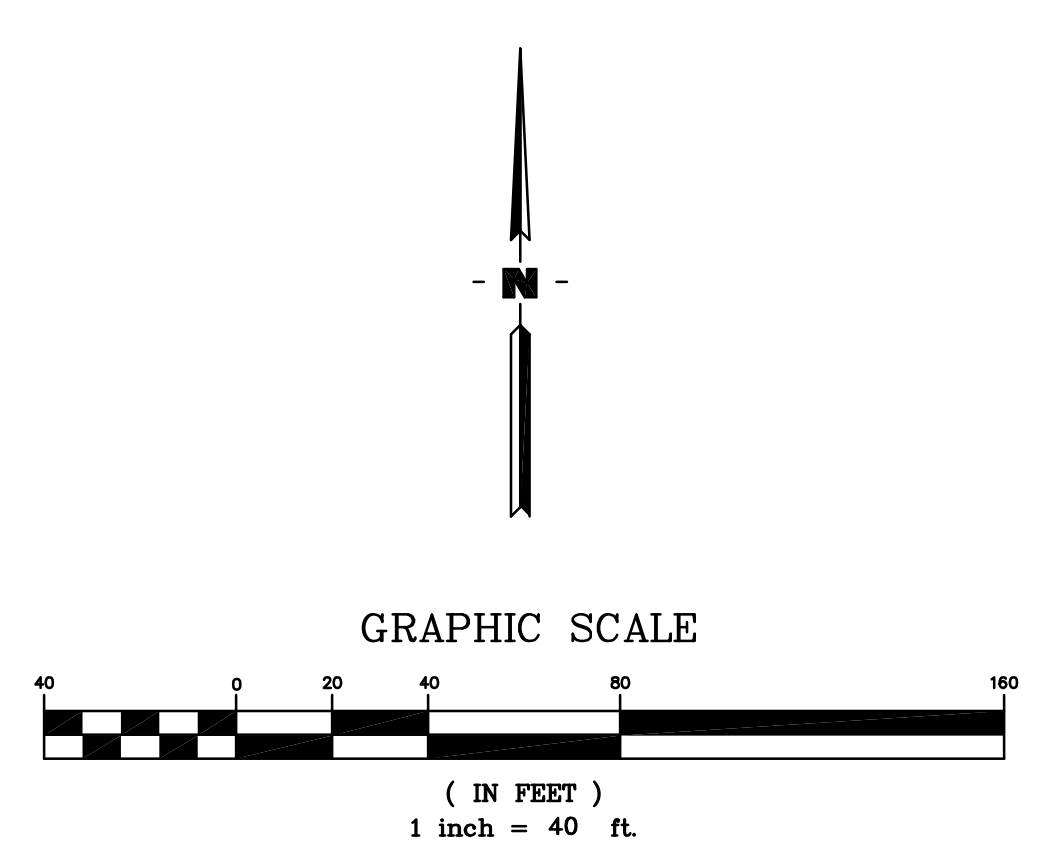
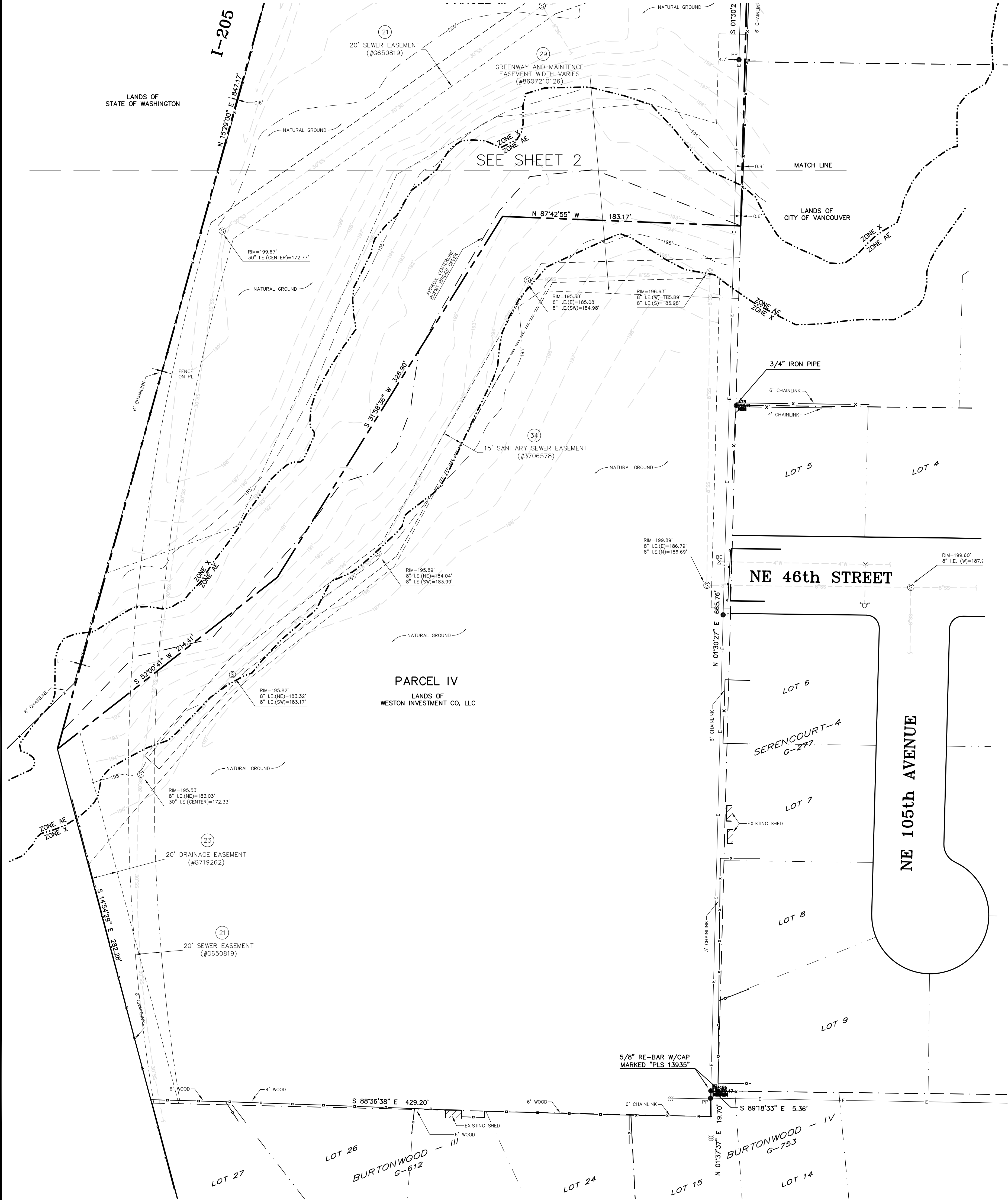
ALTA/NSPS LAND TITLE SURVEY

AFFINITY AT VANCOUVER
NE 51st CIRCLE
VANCOUVER, WASHINGTON



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DATE: SEPTEMBER, 2017	SHEET: 2 OF 3
SCALE: 1" = 40'	
PROJECT SURVEYOR: JAL	
DRAWN BY: LSH	
LAST DATE OF REVISION: 6/20/2018	JOB NO.: 17-2315



- LEGEND:**
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PRELIMINARY

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C11	153.00'	38°40'36"	105.95'
C12	287.00'	26°59'12"	135.18'
C13	1500.00'	4°22'25"	114.50'

ALTA/NSPS LAND TITLE SURVEY

AFFINITY AT VANCOUVER
NE 51st CIRCLE
VANCOUVER, WASHINGTON



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DATE: SEPTEMBER, 2017	SHEET: 3 OF 3
SCALE: 1" = 40'	
PROJECT SURVEYOR: JAL	
DRAWN BY: LSH	
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Exhibit F



- Legend
- Taxlots
 - ImageOrtho
 - Red: Red
 - Green: Green
 - Blue: Blue
 - Cities Boundaries
 - Urban Growth Boundaries

Notes:

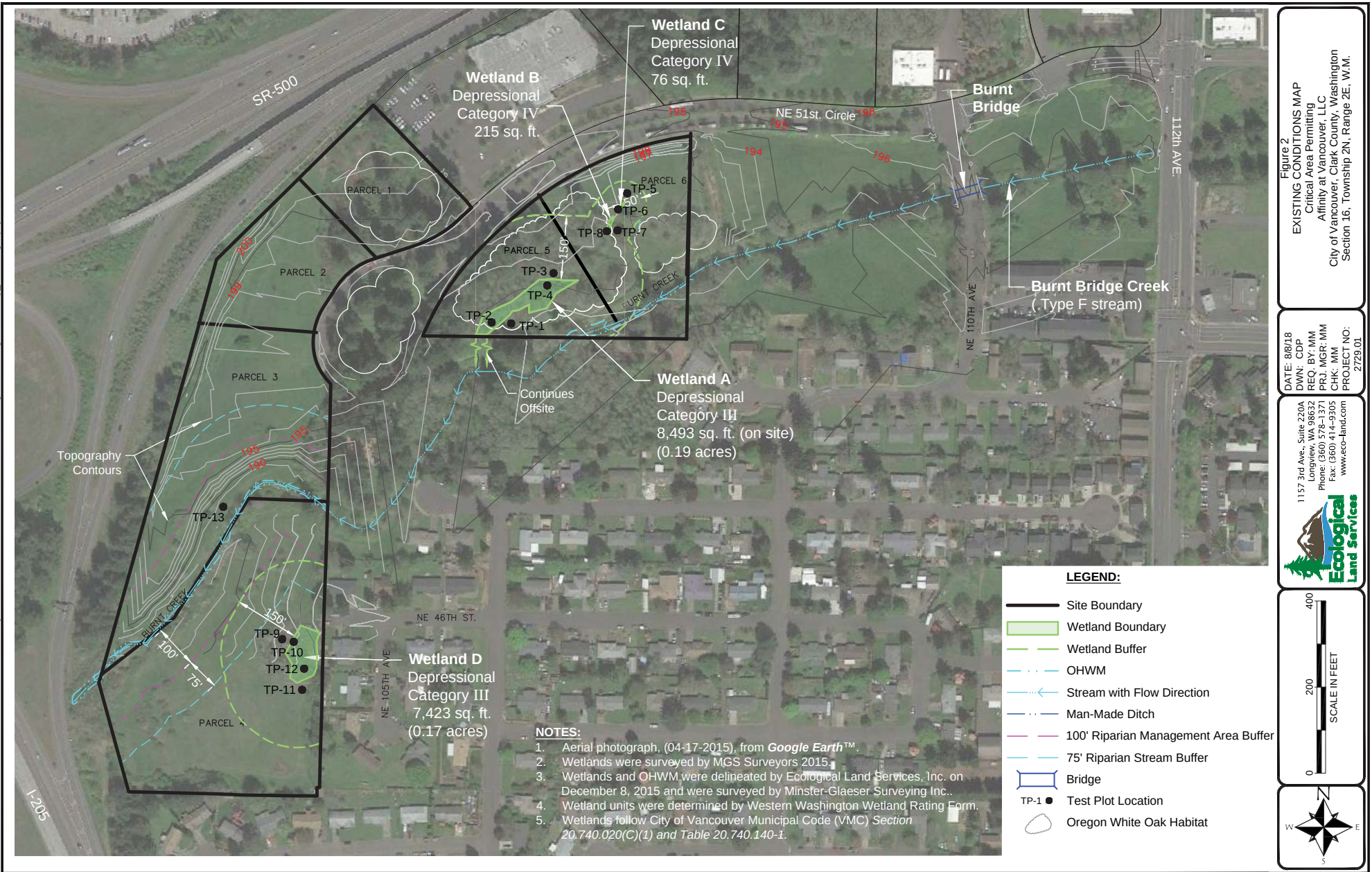
1: 3,159



WGS_1984_Web_Mercator_Auxiliary_Sphere
Clark County, WA. GIS - <http://gis.clark.wa.gov>

This map was generated by Clark County's "MapsOnline" website. Clark County does not warrant the accuracy, reliability or timeliness of any information on this map, and shall not be held liable for losses caused by using this information.

THIS MAP IS NOT TO BE USED FOR NAVIGATION



Reasonable Use Exemption

Section 20.740.080 Reasonable Use Exceptions

A. Exception Request and Review Process.

If the application of this chapter would deny all reasonable economic use of the subject property, the city shall determine if compensation is an appropriate action, or the property owner may apply for an exception pursuant to this section. Exceptions from the standards of this chapter may be authorized by the city in accordance with the procedures set forth in VMC 20.210.060, Type III Applications.

An application for a reasonable use exception shall be made to the city and shall include a Critical Areas Report, including mitigation plan, if necessary; and any other related project documents, such as permit applications to other agencies, special studies, and environmental documents prepared pursuant to the State Environmental Policy Act (RCW 43.21C). The planning official shall prepare a recommendation to the Hearings Examiner based on review of the submitted information, a site inspection, and the proposal's ability to comply with reasonable use exception criteria in VMC 20.740.080(B).

B. Reasonable Use Review Criteria. The city shall approve applications for reasonable use exceptions when all of the following criteria are met:

1. The application of this chapter would deny all reasonable economic use of the property;
2. No other reasonable economic use of the property has less impact on the critical area;
3. The proposed impact to the critical area is the minimum necessary to allow for reasonable economic use of the property;
4. The inability of the applicant to derive reasonable economic use of the property is not the result of actions by the applicant after the effective date of this chapter, or its predecessor;
5. The proposal does not pose a significant threat to the public health, safety, or welfare on or off the development proposal site;
6. The proposal mitigates for the loss of critical area functions to the greatest extent feasible and contributes to the Critical Areas Restoration Fund for any impacts that cannot be mitigated.
7. The proposal is consistent with other applicable regulations and standards.

C. Burden of Proof. The burden of proof shall be on the applicant to bring forth evidence in support of the application and to provide sufficient information on which any decision has to be made on the application.

(M-3692, Added, 02/28/2005, Sec 2)

Appraiser's Experience



Gary Klockenteger, MAI

Senior Vice President

Valuation Advisory Services

CAREER SUMMARY

Gary Klockenteger graduated in 1967 from Kansas State University with a Bachelor of Arts Degree in Economics and from California State University; Humboldt Campus in 1974 with a Masters Degree in Regional and Natural Resource Economics. Over the past 30 years, he has provided economic and market evaluation service and appraisals to the real estate industry. In 1987 he was awarded his MAI designation by the American Institute of Real Estate Appraisers (now known as the Appraisal Institute) and is certified as a General Real Estate Appraiser by the State of Washington.

Gary's experience includes appraisals, market analyses, and feasibility studies of apartments, vacant land, large-scale residential property, retail, office, industrial and high-tech developments, visitor facilities and recreational property. Since 1990, he has specialized in apartment properties, including vacant land, proposed construction, existing properties ranging in size from less than 10 to 750 units, tax subsidized complexes, and senior independent living apartments. Assignments have been conducted throughout the Pacific Northwest, as well as other regions of the United States and overseas.

He represents clients primarily in the analysis of real estate, valuation, market, and development feasibility. Clients include individual investors, developers, corporations and government.

COURT EXPERIENCE

Washington Superior Court

PROFESSIONAL LICENSES

- State of Washington Certified General Real Estate Appraiser (No. 1100479)
- State of Oregon, Certified General Real Estate Appraiser (No. C000975)

601 Union St, Suite 4720
Seattle, WA 98101
T 206.205.0207
F 206.205.0220
garyk@kiddermathews.com

Gary Klockenteger, MAI continued

PARTIAL CLIENT LIST

Allstate Life Insurance Co.	John Hancock	Quadrant Corporation
American Property Investment Co.	JPMorgan Chase Bank	Resolution Trust Co.
Bank of America	KeyBank	Seattle Mortgage
Bank of California	The Koll Co.	Short Cressman & Burgess
Bank of Montreal	Lincoln Property Co.	St. Paul Federal
California Federal Bank	Lorig Associates	Trammell Crow Residential
Central Washington University	Metropolitan Life	TRI Financial Corporation
CitiCorp Real Estate	Mitsubishi Bank	Union Bank
Continental Mortgage Co.	Mullally Development	University of Washington
Davis Wright Tremaine	New York Life	US Bancorp
Evergreen Mortgage Co.	Paine Webber	Washington Federal
First Interstate	Properties Four, Inc.	Washington Trust Bank
First Mutual Bank	Puget Power	Weyerhaeuser Real Estate
Glacier Park Co.	Puget Western	

STATE OF WASHINGTON

DEPARTMENT OF LICENSING – BUSINESS AND PROFESSIONS DIVISION



THIS CERTIFIES THAT THE PERSON OR BUSINESS NAMED BELOW IS AUTHORIZED AS A

CERTIFIED GENERAL REAL ESTATE APPRAISER

GARY CURTIS KLOCKENTEGE

KIDDER MATHEWS

601 UNION STREET

SUITE 4720

SEATTLE WA 98101-2355

1100479

License Number

07/25/1991

Issued Date

08/14/2019

Expiration Date

Pat Kohler
Pat Kohler, Director



Staff Report 175-18

TO: Mayor and City Council

FROM: Eric Holmes, City Manager

DATE: 11/19/2018
12/17/2018

SUBJECT Affinity Right-of-Way Vacation

Key Points

- Right-of-way vacation of approximately 25,235 square feet of improved street right-of-way associated with NE 51st Circle, located at the west dead-end of NE 51st Circle;
- There are existing utilities within the proposed vacation area;
- Staff recommends that a conveyance of a nearby parcel be accepted to compensate for the vacated area in lieu of payment.

Strategic Plan Alignment

N/A

Present Situation

Staff has received a request from Affinity at Vancouver LLC and Weston Investment Company LLC (the Applicants) to vacate a portion of the loop at the west dead-end of NE 51st Circle, located west of NE 112th Avenue, east of I-205, and south of SR-500. The right-of-way is specifically located within the Northeast Quarter and the Southeast Quarter of Section 16, Township 2 North, Range 2 East, Willamette Meridian, and within the Thomas Nerton Donation Land Claim (DLC).

The right-of-way proposed to be vacated currently serves as part of a turnaround loop at the dead end of NE 51st Circle. The loop provides public street and utility services to five parcels; four of these parcels are owned by the Applicants, the fifth parcel is owned and maintained by the City and constitutes a portion of Kevanna Neighborhood Park.

The Applicants intend to combine the vacated area with their three adjacent parcels to create a single lot for the development of a 170-unit senior housing community. The three project parcels are located at 10400, 10420, and 10500 NE 51st Circle (parcel numbers 159849000, 159848000, 159847000). The proposed area of vacation is less than half the existing right-of-way frontage of the Applicants' properties, the remainder of the half will be kept as right-of-way to

protect existing trees.

In exchange for vacation of the right-of-way, the Applicants will convey a nearby parcel to the City. The Applicants will also remove the existing loop road, construct a standard cul-de-sac turnaround to replace the loop road, and construct a new access and parking for Kevanna Neighborhood Park.

Staff recommends that the petition to vacate be approved. Staff has reviewed the City's Transportation Systems Plan and determined there is no future need for this right-of-way. Therefore, vacation of this right-of-way will have no adverse impact on City transportation assets. Further, vacation of this right-of-way will relieve the City from ongoing surface maintenance responsibilities typical for commercial streets; including regular pavement maintenance, repair of concrete structures, street sweeping, and other services.

Staff has contacted all utility owners with facilities potentially located within the subject area. The City of Vancouver has utilities within the area of the proposed vacation, including a domestic water main, sanitary sewer main, and associated appurtenances. In addition, Clark Public Utilities has electrical lines running through a portion of the subject area. Therefore, the City will retain a public utility easement under and over the entire vacated area for the construction, repair and maintenance of all public utilities and services.

RCW 35.79.030 and VMC 11.05.120 allow the City to collect compensation for the value of public right-of-way that is vacated. VMC 11.05.120(F) authorizes the City to accept conveyance of other property in lieu of the payment required. As previously noted, the Applicants are proposing to convey a nearby parcel in exchange for the vacated right-of-way. This parcel is located at 10601 NE 51st Circle (parcel number 159851000), on the other side of the right-of-way that is proposed to be partially vacated, and adjacent to Kevanna Park. The City's Parks Department believes parcel 159851000 would provide a public benefit as additional green space and for potential park expansion.

In support of this proposal, the Applicants have provided an appraisal from a certified professional land appraiser. Based on the information provided in the appraisal, the market value of the proposed vacation area is \$230,000, while the total market value of parcel 159851000 is estimated to be \$210,000. In addition to conveying parcel 159851000 to the City, the Applicants will pay the difference in property value (\$20,000) to the City prior to the right-of-way vacation becoming effective.

As previously noted, the right-of-way has historically been used to provide public street and utility services to the adjacent commercial parcels and the City park property. The City has maintained this portion of NE 51st Street in a fashion similar to that of other commercial streets, performing regular maintenance to the pavement, street sweeping and other services. Also, the street has been part of a dedicated public right-of-way for 25 years or more, and the vacated area will be utilized by the applicant for their proposed senior housing development. Based on these circumstances and the investment made by the City, staff recommends acceptance of parcel 159851000 and payment of \$20,000 as compensation for the full value of the right-of-way vacation area. The parcel should be conveyed and the \$20,000 paid to the City prior to the right-of-way vacation becoming effective.

Advantage(s)

1. Allows the vacated property to be placed on the tax rolls.
2. Facilitates pending development of existing adjacent properties.
3. Provides the City with additional property for expansion of the Burnt Bridge Creek Greenway.

Disadvantage(s)

The property acquired by the City in exchange for street vacation (parcel number 159851000) will no longer be included on the tax rolls and the City will become responsible for maintaining the property.

Budget Impact

The \$20,000 will be deposited in the Transportation Capital Fund and applied towards the costs of capital projects. There will be an incremental impact on the cost of maintenance of the park due to expanded footprint, but the support will be provided within current staffing and no additional budget request will follow.

Prior Council Review

None

Action Requested

On Monday, November 19, 2018, adopt a resolution fixing the time to hear and determine the petition to vacate a portion of street right-of-way associated with the turnaround loop at the west dead-end of NE 51st Circle located west of NE 112th Avenue, east of I-205, and south of SR-500, within the Northeast Quarter and the Southeast Quarter of Section 16, Township 2 North, Range 2 East, Willamette Meridian, and within the Thomas Nerton DLC, setting the date of public hearing for December 17, 2018

Eric Hahn, Senior Civil Engineer, 487-7702

ATTACHMENTS:

- ▣ Street Vacation Application - Exhibits A-F
- ▣ Resolution
- ▣ Ordinance
- ▣ Property Appraisal Report

This staff report references the terms and conditions of the request for approval. Any document referred to herein and that is not attached may be reviewed prior to the City Council meeting in the office of the City Manager. Documents may be reviewed following scheduled Council meetings in the office of Central Records, 415 West 6th Street, Vancouver, WA. Office hours are 8:00 a.m. to 5:00 p.m., Monday through Friday.



Building Permit Application

STREET VACATION (ROW)

CITY OF VANCOUVER

Submit to: 415 W 6th ST ~ Vancouver, WA 98660
PO Box 1995 ~ Vancouver, WA 98668
Phone (360) 487-7800 Fax (360) 487-7808
www.cityofvancouver.us

STREET VACATION INFORMATION AND LOCATION	
➔ Job site address: 10400, 10420, & 10500 NE 51st Cir	
Suite/bldg./apt #:	
Project name (if applicable): Affinity at Vancouver	
Tax Assessor Serial Number: 159847000, 8000, & 9000	
Nearest intersection if no site address:	
DESCRIPTION OF WORK	
Vacate a small portion of 51st Circle loop road to create a buildable lot and construct a 170 unit senior living community. The loop road will be replaced by a cul-de-sac with landscaping, new Kevanna park parking, and park entrance.	
☒ APPLICANT	☒ CONTACT PERSON
Business name: Affinity at Vancouver, LLC	
Contact name: Robert Ketner	
Address: 120 W. Cataldo Ave, suite 100	
City/State/Zip: Spokane, WA 99201	
Phone: () 509-321-3204	Fax: () 509-922-2251
E-mail (required): robertk@inlandconstruction.com	
☒ PROPERTY OWNER	☐ TENANT
Name: Weston Investment Co. LLC	
Address: 2154 NE Broadway, suite 200	
City/State/Zip: Portland, OR 97232	
Phone: () 503-284-9005	Fax: ()
☐ CONTRACTOR	
Business name: TBD	
Contact name:	
Address:	
City/State/Zip:	
Phone: ()	Fax: ()
WA State Contractor License #:	

MINIMUM SUBMITTAL REQUIREMENTS		
- Any fees associated with the application - Written narrative (including vacation proposal and square footage of area to be vacated) - Survey information including - Meets and bounds - Boundary description - Letter requesting vacation (signed by current owner on record)		
RECOMMENDED SUBMITTAL REQUIREMENTS		
Appraisal (prepared by Washington State licensed appraiser)		
TIMELINES		
- The City of Vancouver has 14 calendar days to deem an application Fully Complete (FC). - The City of Vancouver has 30 calendar days to make a determination regarding the request for right-of-way vacation. - After a determination has been made, public hearings will be held within 60 days.		
FEES		
Per ordinance #M-1993, the applicable filing fees are listed below based upon the size of area proposed to be vacated.		
Size of area	0 to 4,000 square feet	\$150.00
	4,000 to 10,000 square feet	\$250.00
	In excess of 10,000 square feet	\$500.00
All street vacation approval is subject to City Council approval and Public Hearing process		
REQUIRED SIGNATURES		
Applicant signature:		
Print name: Robert Ketner		Date: 4/27/18
Property owner signature:		
Print name: Joseph Weston		Date: 4/27/18



Inland Group

Comprehensive Multifamily Construction & Development Services

June 27, 2018

Affinity at Vancouver ROW Vacation Narrative

We are requesting a right of way vacation and transfer of approximately 0.58 acres of the vacated property, consisting of a portion of the loop road at the end of NE 51st Circle in Vancouver, Washington. The subject property is legally described in Exhibit A and depicted in Exhibit B. The vacated property will be combined with the three adjacent parcels to the north and west, to create a single developable lot for a 170-unit senior housing community to be known as Affinity at Vancouver.

In exchange for the 0.58 acres, we are proposing to transfer to the City the entire 1.92 acre parcel adjacent to the loop road. This parcel (Clark County Parcel No. 159851000, with a street address of 10601 NE 51st Circle), as shown on Exhibit F, is also adjacent to Kevanna Park and has a substantial number of mature trees (so may be used for park expansion and/or tree preservation purposes). Following the right of way vacation, in conjunction with the development and construction of Affinity at Vancouver, we would create a cul-de-sac turnaround at the new end of NE 51st Circle (to replace the loop road), remove and replace any loop road impervious surfaces and improvements, create a new parking area for Kevanna Park, and create a new park entrance as desired by the Parks Department. A concept drawing of our proposed new park entrance and parking is attached as Exhibit D. The park area could be reconfigured to incorporate the remaining city owned property within the loop road and the 1.92 acre parcel transfer.

This vacation of right of way (and elimination of the loop road) has been generally supported in previous conversation with City staff (including the Parks and Transportation Departments). Due to the secluded nature of the loop road, we understand it has become an overnight parking area for large trucks, a rest area for transients, and a location where deviant activity has become common place (none of which correspond well with Kevanna Park). Vacating the right of way will eliminate the unintended and undesired uses of the loop road, as will the presence of the Affinity at Vancouver project. An active resident population who care about the neighborhood will place "eyes on the street" helping to keep Kevanna Park a safe, peaceful, and friendly place.

Thank you for your consideration. Please feel free to contact us should you have any questions.

Sincerely,

Applicant
Robert Ketner
Affinity at Vancouver, LLC
509-321-3204
robertk@inlandconstruction.com

Property Owner
Joseph Weston
Weston Investment Co., LLC
503-284-9005
joe@westoninv.com

Attachments:

Exhibit A – ROW Vacation Legal Description

Exhibit B – ROW Vacation Survey

Exhibit C – Affinity at Vancouver Site Plan

Exhibit D – Kevanna Park Entrance & Parking Concept

Exhibit E – ALTA Survey of Existing Conditions

Exhibit F – Parcel Map of Proposed Land to Exchange/Expand Kevanna Park

EXHIBIT "A"

RIGHT OF WAY RELINQUISHMENT FROM THE CITY OF VANCOUVER LEGAL DESCRIPTION

A portion of that real property conveyed to Clark County, Washington by statutory warranty deed recorded June 5, 1989 under Auditor's File No. 8906050062 for N. E. 51st Street R. I. D. Right-of-Way, situate in the Thomas Nerton D. L. C., Section 16, Township 2 North, Range 2 East, W.M. in the City of Vancouver, County of Clark, State of Washington and being more particularly described as follows:

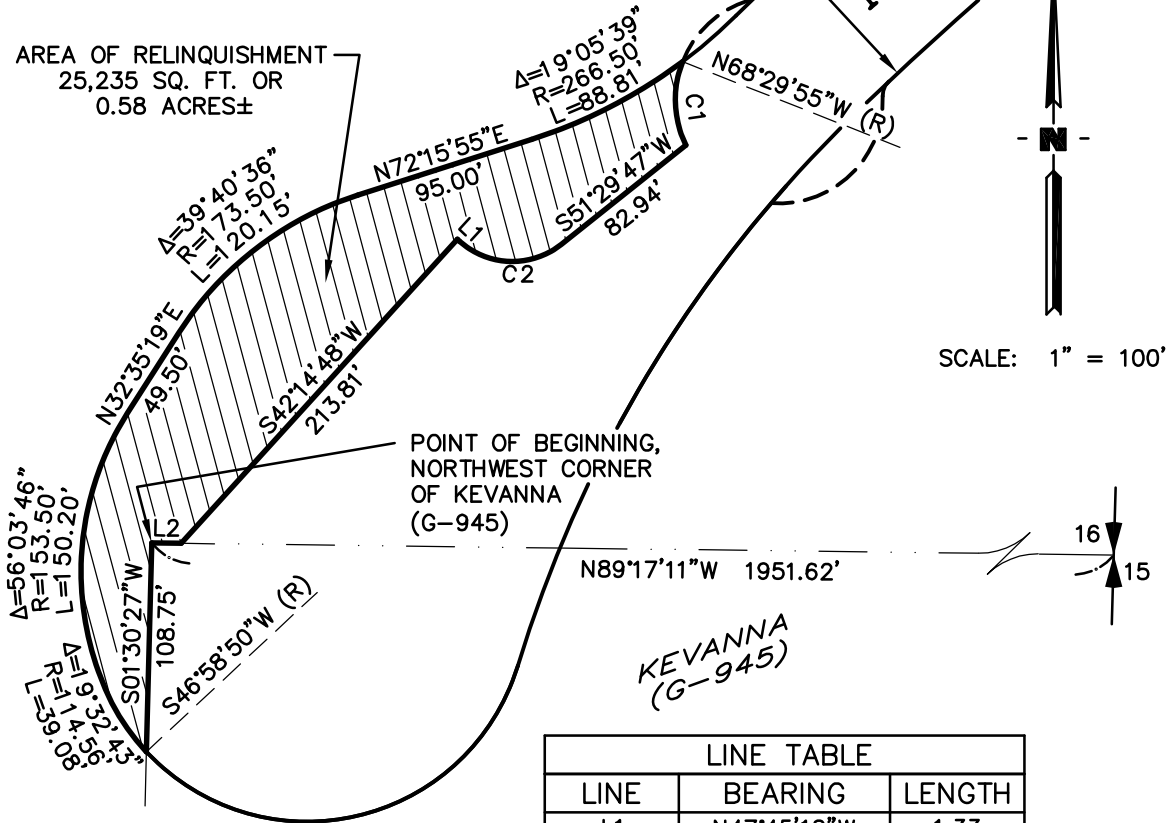
COMMENCING at the East quarter corner of said Section 16; thence North 89°17' 11" West 1951.62 feet along the north line of *KEVANNA* according to the Plat thereof recorded in Book "G", page 945 in the records of Clark County, Washington, to the northwest corner thereof and the POINT OF BEGINNING; thence South 1°30' 27" West 108.75 feet along the west line of said *KEVANNA* to a point on the described right-of-way line according to said statutory warranty deed recorded under Auditor's File No. 8906050062, said point being on a curve having a radius of 114.56 feet, the center of which bears North 46°58' 50" East; thence, along the said described right-of-way, northerly along said curve through a central angle of 19°32' 43", an arc distance of 39.08 feet to a point of compound curve having a radius of 153.50 feet; thence northerly along said curve through a central angle of 56°03' 46", an arc distance of 150.20 feet; thence North 32°35' 19" East 49.50 feet to the beginning of a tangent curve to the right having a radius of 173.50 feet; thence northeasterly along said curve through a central angle of 39°40' 36", an arc distance of 120.15 feet; thence North 72°15' 55" East 95.00 feet to the beginning of a tangent curve to the left having a radius of 266.50 feet; thence northeasterly along said curve through a central angle of 19°05' 39", an arc distance of 88.81 feet to the cusp of a curve to the left having a radius of 54.00 feet, the center of which bears South 68°29' 55" East; thence, leaving said described right-of-way, southerly along said curve through a central angle of 47°33' 51", an arc distance of 44.83 feet; thence South 51°29' 47" West 82.94 feet to the beginning of a tangent curve to the right having a radius of 41.00 feet; thence westerly along said curve through a central angle of 80°45' 01", an arc distance of 57.78 feet; thence North 47°45' 12" West 1.33 feet; thence South 42°14' 48" West 213.81 feet to a point on said north line of *KEVANNA*; thence North 89°17' 11" West 15.34 feet along said north line of *KEVANNA* to the point of beginning. Said described parcel contains 25,235 square feet or 0.58 acres, more or less.



EXHIBIT "B"

RIGHT OF WAY DESCRIBED
IN STATUTORY WARRANTY
DEED NO. 8906050062.

AREA OF RELINQUISHMENT
25,235 SQ. FT. OR
0.58 ACRES±



LINE TABLE		
LINE	BEARING	LENGTH
L1	N47°45'12\"W	1.33
L2	N89°17'11\"W	15.34

CURVE TABLE			
CURVE	DELTA	RADIUS	LENGTH
C1	47°33'51\"	54.00	44.83
C2	80°45'01\"	41.00	57.78

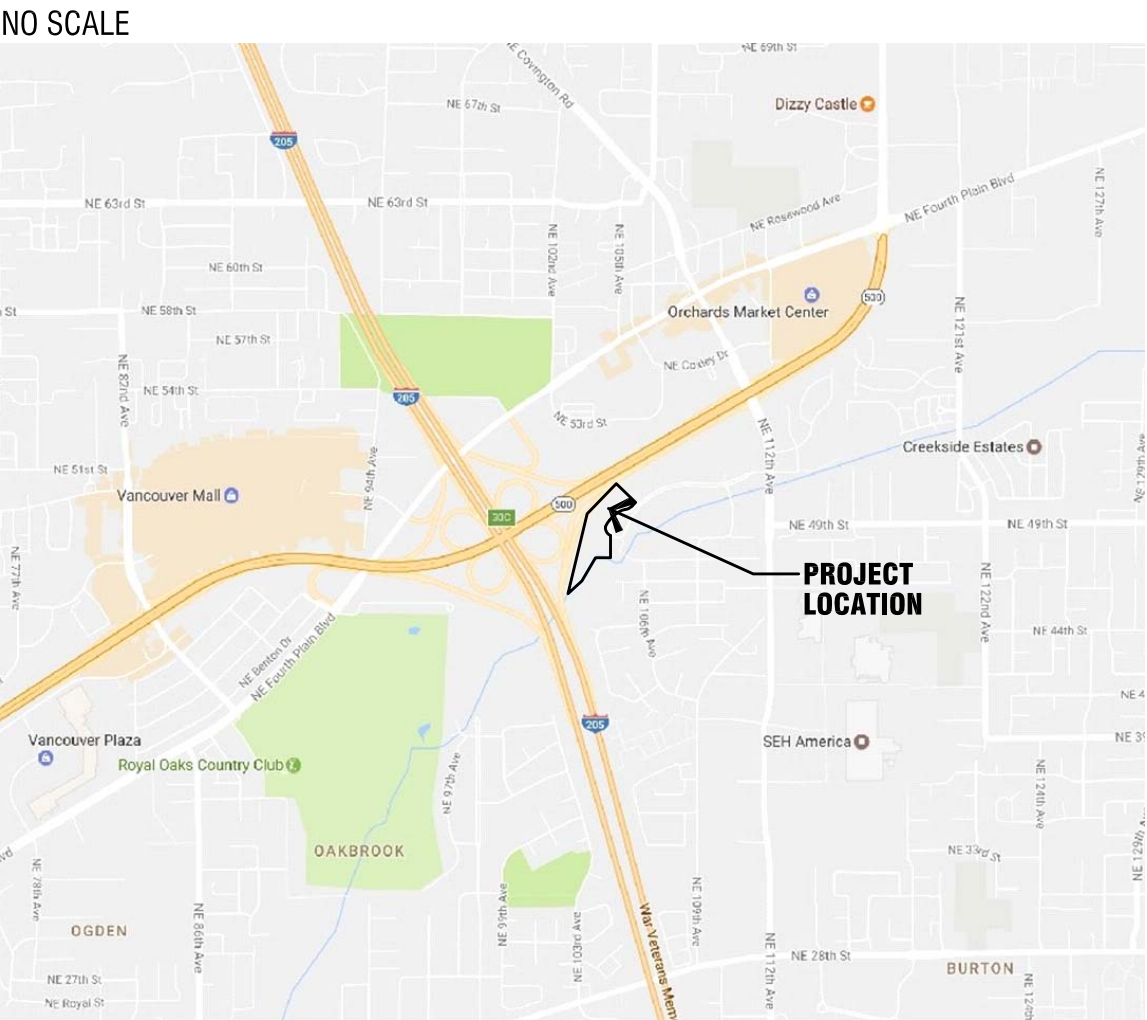


RIGHT OF WAY RELINQUISHMENT
NE 51st CIRCLE
FROM THE CITY OF VANCOUVER
IN THE THOMAS NERTON D.L.C.
IN SECTION 16, T 2 N, R 2 E, WM
CLARK COUNTY, WASHINGTON



DURYE & ASSOCIATES
2702 N. Perry Street
Spokane, WA 99207
JOB NO. 17-2315

VICINITY MAP



AERIAL MAP



PROJECT DIRECTORY

DEVELOPER: AFFINITY AT VANCOUVER, LLC
220 W. CATALDO, SUITE 100
SPOKANE, WA 99201
(509) 321-3205

ARCHITECT: THE ARCHITECTS OFFICE, PLLC
499 MAIN ST.
BOISE, IDAHO 8372
(208) 343-2931

Exhibit C



SITE DATA

SCALE: 1"=40'-0"

PROPERTY AREAS:
PARCEL 1: 77,538 ± S.F. 1.78 ± ACRES
PARCEL 2: 79,085 ± S.F. 1.82 ± ACRES
PARCEL 3: 198,756 ± S.F. 4.56 ± ACRES
TOTAL: 355,379 ± S.F. 8.16 ± ACRES

PROPOSED MAIN BUILDING:
OCCUPANCY: R-2
CONSTRUCTION TYPE: V-A
HEIGHT: 4 STORIES
UNITS: 170
FOOTPRINT: 46,370 ± S.F.
TOTAL AREA: 180,154 ± S.F.

PROPOSED POOL BUILDING:
OCCUPANCY: A-3
CONSTRUCTION TYPE: V-B
HEIGHT: 1 STORY
AREA: 5,347 ± S.F.

PROPOSED GARAGE BUILDINGS:
OCCUPANCY: U
CONSTRUCTION TYPE: V-B
HEIGHT: 1 STORY
NUMBER OF BUILDINGS: 5
AREAS: 2,728 ± S.F. - 4,224 ± S.F.

PROPOSED PARKING:
STANDARD OPEN STALLS: 162
OPEN ACCESSIBLE STALLS: 11
STANDARD GARAGE STALLS: 62
ACCESSIBLE GARAGE STALLS: 2
TOTAL PARKING: 237 (1.4/unit)

BUILDING DATA

	GROSS*
FIRST FLOOR	
FIRST FLOOR: NORTH WING	12,759 S.F.
FIRST FLOOR: CENTER CORE	17,598 S.F.
FIRST FLOOR: SOUTH WING	16,013 S.F.
TOTAL FIRST FLOOR	46,370 S.F.
SECOND FLOOR	
SECOND FLOOR: NORTH WING	12,921 S.F.
SECOND FLOOR: CENTER CORE	17,645 S.F.
SECOND FLOOR: SOUTH WING	16,172 S.F.
TOTAL SECOND FLOOR	46,738 S.F.
THIRD FLOOR	
THIRD FLOOR: NORTH WING	12,921 S.F.
THIRD FLOOR: CENTER CORE	14,430 S.F.
THIRD FLOOR: SOUTH WING	16,172 S.F.
TOTAL THIRD FLOOR	43,523 S.F.
FOURTH FLOOR PLAN	
FOURTH FLOOR: NORTH WING	12,921 S.F.
FOURTH FLOOR: CENTER CORE	14,430 S.F.
FOURTH FLOOR: SOUTH WING	16,172 S.F.
TOTAL FOURTH FLOOR	43,523 S.F.
TOTAL BUILDING	180,154 S.F.

* AS MEASURED TO OUTSIDE FACE OF WALL NOT INCLUDING EXTERIOR CANOPIES AND DECKS.

UNIT TYPE DATA

UNIT TYPE		FLOOR		BUILDING		TUB		SHOWER		HUD NET AREA*	UNIT GROSS AREA**	UNIT GROSS TOTAL
1	2	3	4	5	TOTAL	6	7	8	9	10	11	12
A-1s	1	1	1	1	3					457	495	1,485
A-2	1	1	1	1	4	4	3			457	495	1,980
A-HC					1			1		457	495	495
TOTAL A UNITS (STUDIO)												
B-1		8	8	7	7	30				553	595	17,850
B-2s		4	4	4	4	16	16	638		684		10,944
B-3				2	2	4	4			553	600	2,400
B-4s		2	2	2	2	8	8			549	592	4,736
B-5s		2	2	2	2	8	8			549	592	4,736
B-HC		1	1	1	1	4	4			553	595	2,380
TOTAL B UNITS (1-BED)												
C-1		2	2	2	2	8	8			737	791	6,328
C-5s		1	1	1	1	4				766	821	3,284
C-HC		1	1	1	1	4				766	821	3,284
TOTAL C UNITS (2-BED/1-BATH)												
C-2		1	1	3	3	8	8			757	810	6,480
C-3s		3	3	3	3	12	12	794		849		10,188
C-4s		3	3	3	3	12	12			936	1,000	12,000
C-6s		1	1	1	1	4	4			786	840	3,360
TOTAL C UNITS (2-BED/1.5-BATH)												
D-1s		2	2	2	2	6	6			951	1,007	6,042
D-2s		1	1	1	1	3	3			863	922	2,766
D-3s		1	1	1	1	3	3			894	952	2,856
D-4s		1	1	1	1	4	4			1,119	1,192	4,768
D-5s		2	2	2	2	6	6			1,132	1,197	7,182
D-6s		2	2	2	2	2	2			966	1,029	2,058
D-7s		1	1	1	1	4	4			1,123	1,196	4,784
D-8s		2	2	2	2	8	8			966	1,025	8,200
D-9s		1	1	1	1	4	4			962	1,020	4,080
TOTAL D UNITS (2-BED/2-BATH)												
TOTALS						38	42	45	45	170		23,53%
						94	116					134,666

* AS MEASURED TO INSIDE FINISH OF WALL NOT INCLUDING EXTERIOR PATIOS AND DECKS. PER HUD REQUIREMENTS.
** AS MEASURED TO OUTSIDE FACE OF WALL NOT INCLUDING EXTERIOR PATIOS AND DECKS.

UNIT KEY:
A = STUDIO
B = (1) BEDROOM (1) BATHROOM
C = (2) BEDROOM (1) BATHROOM & (1.5) BATHROOM
D = (2) BEDROOM (2) BATHROOM
HC = HANDICAP ACCESSIBLE (TYPE A DWELLING UNIT)
S = ROLL-IN SHOWER



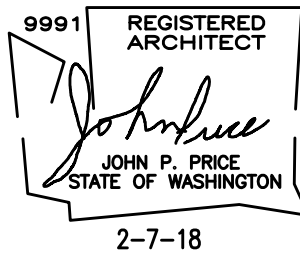
499 MAIN STREET (208) 343-2931
BOISE, IDAHO 83702 TAOIDAH.COM

PROJECT

AFFINITY AT VANCOUVER

NW 51ST STREET
VANCOUVER, WASHINGTON

SEAL



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FILE

DATE

MARCH 9, 2018

FILE NO.
17-208 A1.0

DRAWN

JOHN PRICE

REVISIONS

SHEET

A1.0

SITE PLAN

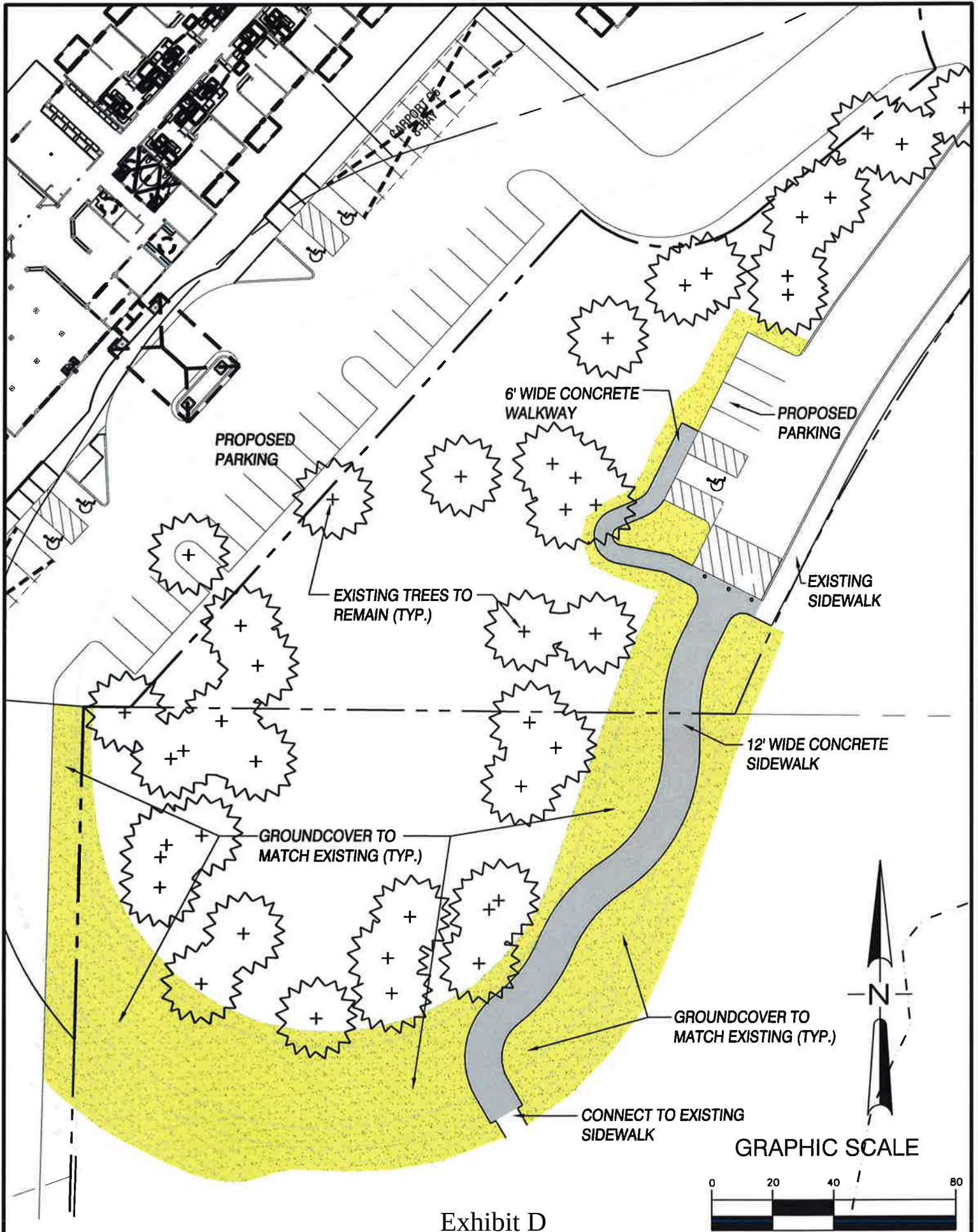


Exhibit D

LEGAL DESCRIPTION:

PARCEL I:
A PARCEL OF PROPERTY IN THE THOMAS NERTON DONATION LAND CLAIM, IN SECTION 16, TOWNSHIP 2 NORTH, RANGE 2 EAST OF THE WILLAMETTE MERIDIAN, CLARK COUNTY, WASHINGTON, BASED ON A RECORD OF SURVEY BY OLSON ENGINEERING, INC. IN AUGUST 1988 NOT YET RECORDED AND DESCRIBED AS FOLLOWS:
COMMENCING AT THE SOUTHEAST CORNER OF THE NORTHEAST QUARTER OF SECTION 16; THENCE NORTH 01°35'45" EAST ALONG THE EAST LINE OF SAID SECTION 16 A DISTANCE OF 1385.99 FEET; THENCE NORTH 88°24'15" WEST 219.44 FEET TO AN ANGLE POINT IN THE SOUTHERLY RIGHT-OF-WAY LINE OF SR-500; THENCE NORTH 75°34'10" WEST ALONG SAID SOUTHERLY RIGHT-OF-WAY LINE 152.48 FEET TO AN ANGLE POINT THEREIN; THENCE SOUTH 61°07'11" WEST ALONG SAID SOUTHERLY RIGHT-OF-WAY LINE 1650.35 FEET TO THE EASTERLY RIGHT-OF-WAY LINE OF I-205; THENCE SOUTH 45°44'48" WEST ALONG SAID EASTERLY RIGHT-OF-WAY LINE 111.28 FEET TO THE TRUE POINT OF BEGINNING; THENCE SOUTH 45°44'48" WEST ALONG SAID EASTERLY RIGHT-OF-WAY LINE 243.72 FEET; THENCE SOUTH 44°15'12" EAST 384.10 FEET TO A 1500.00 FOOT RADIUS CURVE TO THE RIGHT WITH A TANGENT BEARING OF NORTH 37°06'50" EAST INTO SAID CURVE; THENCE ALONG SAID 1500.00 FOOT RADIUS CURVE TO THE RIGHT 244.57 FEET TO A POINT THAT BEARS SOUTH 44°15'12" EAST FROM THE TRUE POINT OF BEGINNING; THENCE NORTH 44°15'12" WEST 367.22 FEET TO THE TRUE POINT OF BEGINNING.
EXCEPTING THEREFROM THAT TRACT CONVEYED TO CLARK COUNTY, WASHINGTON, A MUNICIPAL CORPORATION BY DEED RECORDED JUNE 5, 1989 UNDER AUDITOR'S FILE NO. 8906050062.

PARCEL II:
A PARCEL OF PROPERTY IN THE THOMAS NERTON DONATION LAND CLAIM, IN SECTION 16, TOWNSHIP 2 NORTH, RANGE 2 EAST OF THE WILLAMETTE MERIDIAN, CLARK COUNTY, WASHINGTON, BASED ON A RECORD OF SURVEY BY OLSON ENGINEERING, INC. IN AUGUST 1988 NOT YET RECORDED AND DESCRIBED AS FOLLOWS:
COMMENCING AT THE SOUTHEAST CORNER OF THE NORTHEAST QUARTER OF SECTION 16; THENCE NORTH 01°35'45" EAST ALONG THE EAST LINE OF SAID SECTION 16 A DISTANCE OF 1385.99 FEET; THENCE NORTH 88°24'15" WEST 219.44 FEET TO AN ANGLE POINT IN THE SOUTHERLY RIGHT-OF-WAY LINE OF SR-500; THENCE NORTH 75°34'10" WEST ALONG SAID SOUTHERLY RIGHT-OF-WAY LINE 152.48 FEET TO AN ANGLE POINT THEREIN; THENCE SOUTH 61°07'11" WEST ALONG SAID SOUTHERLY RIGHT-OF-WAY LINE 1650.35 FEET TO THE EASTERLY RIGHT-OF-WAY LINE OF I-205; THENCE SOUTH 45°44'48" WEST ALONG SAID EASTERLY RIGHT-OF-WAY LINE 111.28 FEET TO THE TRUE POINT OF BEGINNING; THENCE SOUTH 45°44'48" WEST ALONG SAID EASTERLY RIGHT-OF-WAY LINE 243.72 FEET; THENCE SOUTH 44°15'12" EAST 384.10 FEET TO A 1500.00 FOOT RADIUS CURVE TO THE RIGHT WITH A TANGENT BEARING OF NORTH 37°06'50" EAST INTO SAID CURVE; THENCE ALONG SAID 1500.00 FOOT RADIUS CURVE TO THE RIGHT 244.57 FEET TO A POINT THAT BEARS SOUTH 44°15'12" EAST FROM THE TRUE POINT OF BEGINNING; THENCE NORTH 44°15'12" WEST 367.22 FEET TO THE TRUE POINT OF BEGINNING.
EXCEPTING THEREFROM THAT TRACT CONVEYED TO CLARK COUNTY, WASHINGTON, A MUNICIPAL CORPORATION BY DEED RECORDED JUNE 5, 1989 UNDER AUDITOR'S FILE NO. 8906050062.

LEGAL DESCRIPTION:

PARCEL III:
A PARCEL OF PROPERTY IN THE THOMAS NERTON DONATION LAND CLAIM, IN SECTION 16, TOWNSHIP 2 NORTH, RANGE 2 EAST OF THE WILLAMETTE MERIDIAN, CLARK COUNTY, WASHINGTON, BASED ON A RECORD OF SURVEY BY OLSON ENGINEERING, INC. IN AUGUST 1988 NOT YET RECORDED AND DESCRIBED AS FOLLOWS:
COMMENCING AT THE SOUTHEAST CORNER OF THE NORTHEAST QUARTER OF SECTION 16; THENCE NORTH 01°35'45" EAST ALONG THE EAST LINE OF SAID SECTION 16 A DISTANCE OF 1385.99 FEET; THENCE NORTH 88°24'15" WEST 219.44 FEET TO AN ANGLE POINT IN THE SOUTHERLY RIGHT-OF-WAY LINE OF SR-500; THENCE NORTH 75°34'10" WEST ALONG SAID SOUTHERLY RIGHT-OF-WAY LINE 152.48 FEET TO AN ANGLE POINT THEREIN; THENCE SOUTH 61°07'11" WEST ALONG SAID SOUTHERLY RIGHT-OF-WAY LINE 1650.35 FEET TO THE EASTERLY RIGHT-OF-WAY LINE OF I-205; THENCE SOUTH 45°44'48" WEST ALONG SAID EASTERLY RIGHT-OF-WAY LINE 111.28 FEET TO AN ANGLE POINT THEREIN; THENCE SOUTH 45°44'48" WEST ALONG SAID EASTERLY RIGHT-OF-WAY LINE 243.72 FEET; THENCE SOUTH 44°15'12" EAST 384.10 FEET TO A 1500.00 FOOT RADIUS CURVE TO THE RIGHT WITH A TANGENT BEARING OF NORTH 37°06'50" EAST INTO SAID CURVE; THENCE ALONG SAID 1500.00 FOOT RADIUS CURVE TO THE RIGHT 244.57 FEET TO A POINT THAT BEARS SOUTH 44°15'12" EAST FROM THE TRUE POINT OF BEGINNING; THENCE NORTH 44°15'12" WEST 367.22 FEET TO THE TRUE POINT OF BEGINNING.
EXCEPTING THEREFROM THAT TRACT CONVEYED TO CLARK COUNTY, WASHINGTON, A MUNICIPAL CORPORATION BY DEED RECORDED JUNE 5, 1989 UNDER AUDITOR'S FILE NO. 8906050062.

THE PROPERTY DESCRIBED AND SHOWN HEREON IS THE SAME PROPERTY AS DESCRIBED IN THE CHICAGO TITLE COMPANY OF WASHINGTON COMMITMENT FOR TITLE INSURANCE NUMBER 622-87816 AMENDMENT 3 - UPDATE DATED MAY 16, 2018.

CHICAGO TITLE COMPANY OF WASHINGTON
COMMITMENT NO. 622-87816 AMENDMENT 2
SCHEDULE B - EXCEPTIONS:

- LANDSCAPE MAINTENANCE AGREEMENT RECORDED JULY 18, 1989 UNDER RECORDING NO. 8907180085; AFFECTS SUBJECT PROPERTY, NOT PLOTTED, GENERAL IN NATURE.
- RELINQUISHMENT OF ALL EXISTING, FUTURE OR POTENTIAL EASEMENTS FOR ACCESS, LIGHT, VIEW AND AIR, AND ALL RIGHTS OF INGRESS, EGRESS AND REGRESS CONTAINED IN WARRANTY DEED RECORDED JULY 16, 1970 UNDER RECORDING NO. G557618; AFFECTS PARCEL I OF THE SUBJECT PROPERTY, NOT PLOTTED, GENERAL IN NATURE.
- RELINQUISHMENT OF ALL EXISTING, FUTURE OR POTENTIAL EASEMENTS FOR ACCESS, LIGHT, VIEW AND AIR, AND ALL RIGHTS OF INGRESS, EGRESS AND REGRESS CONTAINED IN WARRANTY DEED RECORDED JULY 16, 1970 UNDER RECORDING NO. G558545; DOES NOT AFFECT THE SUBJECT PROPERTY, NOT PLOTTED.
- DRAINAGE EASEMENT RECORDED OCTOBER 30, 1972 UNDER RECORDING NO. G617364; DOES NOT AFFECT THE SUBJECT PROPERTY, NOT PLOTTED.
- RELINQUISHMENT OF ALL EXISTING, FUTURE OR POTENTIAL EASEMENTS FOR ACCESS, LIGHT, VIEW AND AIR, AND ALL RIGHTS OF INGRESS, EGRESS AND REGRESS TO, FROM AND BETWEEN SAID LAND AND THE HIGHWAYS CONSTRUCTED ON LANDS CONDEMNED BY PROCEEDINGS UNDER CLARK COUNTY SUPERIOR COURT CAUSE NO. 53048; AFFECT NOT DETERMINED, NOT PLOTTED, DOCUMENT NOT PROVIDED.
- SEWER EASEMENT RECORDED NOVEMBER 13, 1973 UNDER RECORDING NO. G649934; DOES NOT AFFECT THE SUBJECT PROPERTY, NOT PLOTTED.
- SEWER EASEMENT RECORDED NOVEMBER 19, 1973 UNDER RECORDING NO. G650247; DOES NOT AFFECT THE SUBJECT PROPERTY, NOT PLOTTED.
- SEWER EASEMENT RECORDED NOVEMBER 27, 1973 UNDER RECORDING NO. G650819; DOES NOT AFFECT THE SUBJECT PROPERTY, NOT PLOTTED.
- EASEMENT FOR RIGHT-OF-WAY RECORDED MAY 17, 1974 UNDER RECORDING NO. G662810; AFFECTS SUBJECT PROPERTY, NOT PLOTTED, LOCATION OF GUY ANCHOR IS NOT DESCRIBED.
- EASEMENT RECORDED APRIL 7, 1976 UNDER RECORDING NO. G719262; DOES NOT AFFECT THE SUBJECT PROPERTY, PLOTTED.
- JOINT EASEMENT AND RIGHT OF WAY RECORDED JUNE 3, 1982 UNDER RECORDING NO. 8206030086; DOES NOT AFFECT THE SUBJECT PROPERTY, NOT PLOTTED.
- EASEMENT RECORDED JULY 30, 1982 UNDER RECORDING NO. 8207300123; DOES NOT AFFECT THE SUBJECT PROPERTY, NOT PLOTTED.
- WATER EASEMENT RECORDED JULY 30, 1982 UNDER RECORDING NO. 8207300124; DOES NOT AFFECT THE SUBJECT PROPERTY, NOT PLOTTED.
- EASEMENT RECORDED JULY 21, 1983 UNDER RECORDING NO. 8307210125; DOES NOT AFFECT THE SUBJECT PROPERTY, NOT PLOTTED.
- EASEMENT FOR ROADWAY SLOPES RECORDED JULY 21, 1983 UNDER RECORDING NO. 8307210126; DOES NOT AFFECT THE SUBJECT PROPERTY, NOT PLOTTED.
- UTILITY EASEMENT RECORDED APRIL 10, 1986 UNDER RECORDING NO. 8604100183; AFFECTS PARCEL III OF THE SUBJECT PROPERTY, PLOTTED.
- GREENBELT EASEMENT RECORDED APRIL 10, 1986 UNDER RECORDING NO. 8604100184; DOES NOT AFFECT THE SUBJECT PROPERTY, NOT PLOTTED.
- JOINT EASEMENT AND RIGHT OF WAY RECORDED AUGUST 23, 1988 UNDER RECORDING NO. 8808230099; DOES NOT AFFECT THE SUBJECT PROPERTY, NOT PLOTTED.
- EASEMENT AND RIGHT OF WAY RECORDED DECEMBER 13, 1988 UNDER RECORDING NO. 8812130059; DOES NOT AFFECT THE SUBJECT PROPERTY, NOT PLOTTED.
- EASEMENT AND RIGHT OF WAY RECORDED OCTOBER 18, 1996 UNDER RECORDING NO. 9610180031; DOES NOT AFFECT THE SUBJECT PROPERTY, NOT PLOTTED.
- SANITARY SEWER EASEMENT RECORDED AUGUST 29, 2003 UNDER RECORDING NO. 3706578; DOES NOT AFFECT THE SUBJECT PROPERTY, PLOTTED.
- CLARK COUNTY RESOLUTION NO. 1988-05-31 RECORDED OCTOBER 3, 1991 UNDER RECORDING NO. 9110030251; AFFECTS SUBJECT PROPERTY, NOT PLOTTED, GENERAL IN NATURE.
- CLARK COUNTY RESOLUTION NO. 1991-09-15 RECORDED OCTOBER 3, 1991 UNDER RECORDING NO. 9110030250; AFFECTS SUBJECT PROPERTY, NOT PLOTTED, GENERAL IN NATURE.
- COVENANT RUNNING WITH THE LAND RECORDED OCTOBER 13, 1978 UNDER RECORDING NO. 7810130109, AMENDED BY INSTRUMENT RECORDED AUGUST 10, 1981 UNDER RECORDING NO. 8108100061; AFFECTS SUBJECT PROPERTY, NOT PLOTTED, GENERAL IN NATURE.
- COVENANT RUNNING WITH THE LAND RECORDED OCTOBER 13, 1978 UNDER RECORDING NO. 7810130110, AMENDED BY INSTRUMENT RECORDED AUGUST 10, 1981 UNDER RECORDING NO. 8108100061; AFFECTS SUBJECT PROPERTY, NOT PLOTTED, GENERAL IN NATURE.
- UTILITY SERVICE COVENANT RECORDED NOVEMBER 3, 1982 UNDER RECORDING NO. 8211030009; AFFECTS SUBJECT PROPERTY, NOT PLOTTED, GENERAL IN NATURE.
- DECLARATION OF COVENANTS, CONDITIONS AND RESTRICTIONS RECORDED JULY 5, 1989 UNDER RECORDING NO. 8907050156; RE-RECORDED JULY 7, 1989 UNDER RECORDING NO. 8907070103; FIRST AMENDMENT TO DECLARATION OF COVENANTS, CONDITIONS AND RESTRICTIONS RECORDED JULY 28, 1999 UNDER RECORDING NO. 3134263; ASSIGNMENT OF DECLARANT'S RIGHTS RECORDED JULY 20, 2015 UNDER RECORDING NO. 5194596 AND 5194598; AFFECTS SUBJECT PROPERTY, COMMON AREA PLOTTED, ALL OTHER MATTERS ARE GENERAL IN NATURE.
- COVENANTS, CONDITIONS, RESTRICTIONS, REGITALS, RESERVATIONS, EASEMENTS, EASEMENT PROVISIONS, DEDICATIONS, BUILDING SETBACK LINES, NOTES, STATEMENTS, AND OTHER MATTERS AS SET FORTH OF RECORD OF SURVEY RECORDED IN BOOK 25 OF SURVEYS, PAGE 31; AFFECTS SUBJECT PROPERTY; EASEMENTS PLOTTED.
- COVENANTS, CONDITIONS, RESTRICTIONS, REGITALS, RESERVATIONS, EASEMENTS, EASEMENT PROVISIONS, DEDICATIONS, BUILDING SETBACK LINES, NOTES, STATEMENTS, AND OTHER MATTERS AS SET FORTH OF RECORD OF SURVEY RECORDED IN BOOK 25 OF SURVEYS, PAGE 8; AFFECTS SUBJECT PROPERTY, NOT PLOTTED, GENERAL IN NATURE.
- SEWER EASEMENT RECORDED NOVEMBER 27, 1973 UNDER RECORDING NO. G650818; AFFECTS PARCEL III OF THE SUBJECT PROPERTY, PLOTTED.

NOTES AND COMMENTS:

- POSTED PROPERTY ADDRESS: NO POSTED PROPERTY ADDRESS, THE PROPERTY HAS NOT BEEN DEVELOPED.
PARCEL I SITE ADDRESS LISTED AS: 10500 NE 51ST CIR, VANCOUVER, WA
PARCEL II SITE ADDRESS LISTED AS: 10420 NE 51ST CIR, VANCOUVER, WA
PARCEL III SITE ADDRESS LISTED AS: 10400 NE 51ST CIR, VANCOUVER, WA
- BY GRAPHIC PLOTTING ONLY, A PORTION OF THIS PROPERTY IS IN ZONE X AND A PORTION IS IN ZONE AE, OF THE FLOOD INSURANCE RATE MAPS NO. 5301100387D AND 5301100388D WHICH BOTH BEAR AN EFFECTIVE DATE OF SEPTEMBER 5, 2012 A PORTION OF THE SUBJECT PROPERTY IS IN A SPECIAL FLOOD HAZARD AREA. NO FIELD SURVEYING WAS PERFORMED TO DETERMINE THIS ZONE AND AN ELEVATION CERTIFICATE MAY BE NEEDED TO VERIFY THIS DETERMINATION OR APPLY FOR A VARIANCE FROM THE FEDERAL EMERGENCY MANAGEMENT AGENCY.
- GROSS LAND AREA 356,389 SQUARE FEET OR 8.18 ACRES, MORE OR LESS.
PARCEL I: 73,961 SQUARE FEET OR 1.70 ACRES, MORE OR LESS.
PARCEL II: 82,721 SQUARE FEET OR 1.90 ACRES, MORE OR LESS.
PARCEL III: 199,707 SQUARE FEET OR 4.58 ACRES, MORE OR LESS.
- PER THE CITY OF VANCOUVER PLANNING DEPARTMENT, THIS SITE IS CURRENTLY ZONED CG (GENERAL COMMERCIAL); CG ZONING REQUIREMENTS FOR THIS SITE:
SETBACKS:
FRONT, SIDE AND REAR SETBACKS PURSUANT TO THE SCREENING AND BUFFERING STANDARDS CONTAINED IN VMC TABLES 20.925.030-1 AND 20.925.030-2, PLUS AN ADDITIONAL FOOT FOR EACH FOOT THE BUILDING EXCEEDS 20 FEET IN HEIGHT TO A MAXIMUM SETBACK REQUIREMENT OF 40 FEET.
HEIGHT: NONE
LOT COVERAGE: MAXIMUM DETERMINED BY COMPLIANCE WITH SCREENING AND BUFFERING STANDARDS CONTAINED IN VMC TABLES 20.925.030-1 AND 20.925.030-2, STORMWATER STANDARDS, EROSION CONTROL, REGULATION, AND ALL OTHER APPLICABLE DEVELOPMENT STANDARDS.
PARKING: SENIOR MULTI-FAMILY HOUSING; 1 SPACE PER DWELLING UNIT
- AT THE TIME OF FIELD SURVEY, THERE WERE NO BUILDINGS ON THE SUBJECT PROPERTY.
- TOTAL PARKING SPACES 0, THE SUBJECT PROPERTY IS UNDEVELOPED.
- THE UNDERGROUND UTILITIES SHOWN HEREON ARE COMPILED FROM PLANS AND MAPS PROVIDED BY THE CITY OF VANCOUVER AND VERIFIED BY THE VISIBLE SURFACE FEATURES OF THESE UTILITIES AND MARKINGS PROVIDED BY A 811 UTILITY LOCATE SERVICE PURSUANT TO SECTION 5.5.IV. AN EXACT LOCATION OF THESE UTILITIES WAS NOT PERFORMED FOR THIS SURVEY. BEFORE DIGGING, CALL THE APPROPRIATE LOCAL UTILITY LOCATE SERVICE FOR FIELD LOCATIONS OF UNDERGROUND UTILITY LINES.
- THIS SURVEY WAS PREPARED IN ACCORDANCE WITH HUD SURVEY INSTRUCTIONS AND REPORT, HUD FORM 91073(M) DATED JUNE 2014.
- AT THE TIME OF THE FIELD SURVEY, THERE WAS NO OBSERVABLE EVIDENCE OF EARTH MOVING WORK, BUILDING CONSTRUCTION, OR BUILDING ADDITIONS WITHIN RECENT MONTHS.
- PURSUANT TO THE CITY OF VANCOUVER PUBLIC WORKS DEPARTMENT WEBSITE www.cityofvancouver.us/sites/default/files/fileattachments/public_works/page/1744/2017-2022_tip_final.pdf, THERE ARE NO CURRENT PROPOSALS FOR ANY CHANGES IN STREET RIGHT OF WAY LINES ADJACENT TO THE SUBJECT PROPERTY SHOWN ON THIS SURVEY.
- AT THE TIME OF FIELD SURVEY, THERE WAS NO OBSERVABLE EVIDENCE OF RECENT STREET OR SIDEWALK CONSTRUCTION OR REPAIRS.
- AT THE TIME OF FIELD SURVEY, THERE WAS NO EVIDENCE OF FIELD DELINEATION OF WETLANDS CONDUCTED BY A QUALIFIED SPECIALIST.
- THE LOCATION OF THE TREES SHOWN HEREON WERE SURVEYED ACCORDING TO THE TREE LIST PREPARED BY GALEN WRIGHT OF WASHINGTON FORESTRY CONSULTANTS, INC. THE TREE NUMBER IS DEPICTED ON THE SURVEY, PLEASE REFER TO THE TREE LIST FOR THE CORRESPONDING SPECIES, DIAMETER AND OTHER INFORMATION.
- PURSUANT TO TABLE A, ITEM 19, THERE ARE NO APPURTENANT EASEMENTS LISTED IN THE REFERENCED TITLE REPORT.
- ACCESS TO PROPERTY VIA PUBLIC RIGHTS OF WAY:
NORTHEAST 51st CIRCLE (NO PHYSICAL ACCESS)
- EASEMENT RIGHTS: PLOTTABLE EASEMENTS ARE SHOWN FROM THE OWNER SUPPLIED TITLE REPORT. NON-PLOTTABLE EASEMENTS ARE NOTED ON THE SURVEY AS BEING "NOT PLOTTED". BECAUSE OUR SERVICE IS LIMITED TO REPORTING ON EASEMENT LOCATIONS, WE STRONGLY RECOMMEND LEGAL COUNSEL BE RETAINED TO REPORT ON TITLE PAPERS IN THEIR ENTIRETY.
- AT THE TIME OF THE FIELD SURVEY, THERE WAS NO VISIBLE EVIDENCE OF SITE USE AS A CEMETERY OR BURIAL GROUND.
- THE RECORD DESCRIPTION MATHEMATICALLY CLOSES.
- BASIS OF BEARINGS: THE BEARING OF NORTH 01°35'45" EAST ALONG THE EAST LINE OF THE NORTHEAST QUARTER OF SECTION 16, TOWNSHIP 2 NORTH, RANGE 2 EAST, W.M. AS SHOWN UPON THAT CERTAIN RECORD OF SURVEY RECORDED JUNE 12, 2003 IN BOOK 51 OF SURVEYS AT PAGE 086, CLARK COUNTY RECORDS, WAS TAKEN AS THE BASIS OF BEARINGS SHOWN UPON THIS SURVEY.
- THERE ARE NO GAPS, GORES OR OVERLAPS BETWEEN THE SUBJECT PROPERTY AND THE ADJOINING PROPERTIES OR PUBLIC STREET RIGHTS OF WAY SHOWN ON THIS SURVEY.
- THERE ARE NO INTERIOR GAPS, GORES OR OVERLAPS BETWEEN THE PARCELS WITHIN THE SUBJECT PROPERTY.
- TAX MAP PARCEL NOS.: 159847000, 159848000 & 159849000
- THIS IS AN AS-BUILT SURVEY PREPARED IN ACCORDANCE WITH THE MINIMUM STANDARD DETAIL REQUIREMENTS FOR ALTA/NSPS LAND TITLE SURVEYS.
- THIS SURVEY WAS PREPARED FOR THE PURPOSES OF OBTAINING AN EXTENDED COVERAGE TITLE INSURANCE POLICY.
- THE USE OF THE WORD "CERTIFY" OR "CERTIFICATION" WITHIN THIS SURVEY ONLY CONSTITUTES AN EXPRESSION OF PROFESSIONAL OPINION REGARDING THOSE FACTS AND FINDINGS SHOWN ON THIS SURVEY, AND DOES NOT CONSTITUTE A WARRANTY OR GUARANTEE, EITHER IMPLIED OR EXPRESSED.
- DURYEA & ASSOCIATES ONLY ACKNOWLEDGES SIGNED AND STAMPED MAPS AND DRAWINGS. NO RESPONSIBILITY OR LIABILITY IS EXPRESSED OR IMPLIED FOR ELECTRONIC DATA AND/OR REPRODUCED MAPS AND DRAWINGS.

VERTICAL DATUM:

THE VERTICAL RELIEF SHOWN HEREON, WITH A 1 FOOT CONTOUR INTERVAL WAS PRODUCED FROM A GROUND SURVEY ON NAVD 88 DATUM.
BENCHMARK: AN ALUMINUM CAP AT THE SURFACE OF NE 51ST CIRCLE DESIGNATED IS0658 AND HAVING A PUBLISHED NAVD 88 ELEVATION OF 198.855 FEET, ACCORDING TO WASHINGTON STATE DEPARTMENT OF TRANSPORTATION DATA SHEET, WAS USED AS THE CONTROLLING BENCHMARK.

DATUM = NAVD 88. CONVERSION TO NGVD 29 = NAVD 88 - 3.47 FEET

ON-SITE TEMPORARY BENCH MARK: THE SOUTHWEST ANCHOR BOLT ON LIGHT POLE NO. V22161303 LOCATED ON THE SOUTHERLY SIDE OF NE 51ST CIRCLE ACROSS FROM PARCEL I, HAVING AN NAVD 88 ELEVATION OF 202.04 FEET.

HORIZONTAL DATUM:

WASHINGTON SOUTH ZONE, U.S. SURVEY FEET.
CONTROLLING POINTS: THE NORTHEAST CORNER OF SECTION 16, TOWNSHIP 2 NORTH, RANGE 2 EAST, WILLAMETTE MERIDIAN, HAVING STATE PLANE COORDINATES OF NORTH 127,604,235 FEET AND EAST 1,114,282,095 FEET AND THE EAST QUARTER CORNER OF SAID SECTION 16, HAVING STATE PLANE COORDINATES OF NORTH 124,980,231 FEET AND EAST 1,114,208,455 FEET ARE TO BE USED AS THE BASIS OF HORIZONTAL CONTROL.

THE GRID BEARING BETWEEN CONTROLLING MONUMENTS BEING N01°35'43"E.

POSSIBLE ENCROACHMENTS:

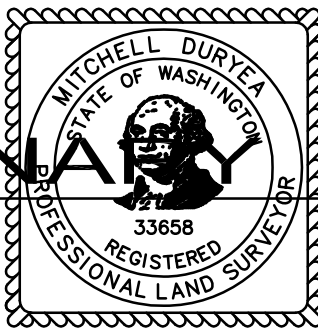
THERE ARE NO ENCROACHMENTS BY IMPROVEMENTS ON THE ADJOINING PROPERTY ONTO SUBJECT PROPERTY, AND NO ENCROACHMENTS BY IMPROVEMENTS LOCATED ON SUBJECT PROPERTY OVER ANY ADJOINING PROPERTY OR OVER ANY PLOTTED OR PLOTTABLE EASEMENTS.

SURVEYOR'S CERTIFICATION:

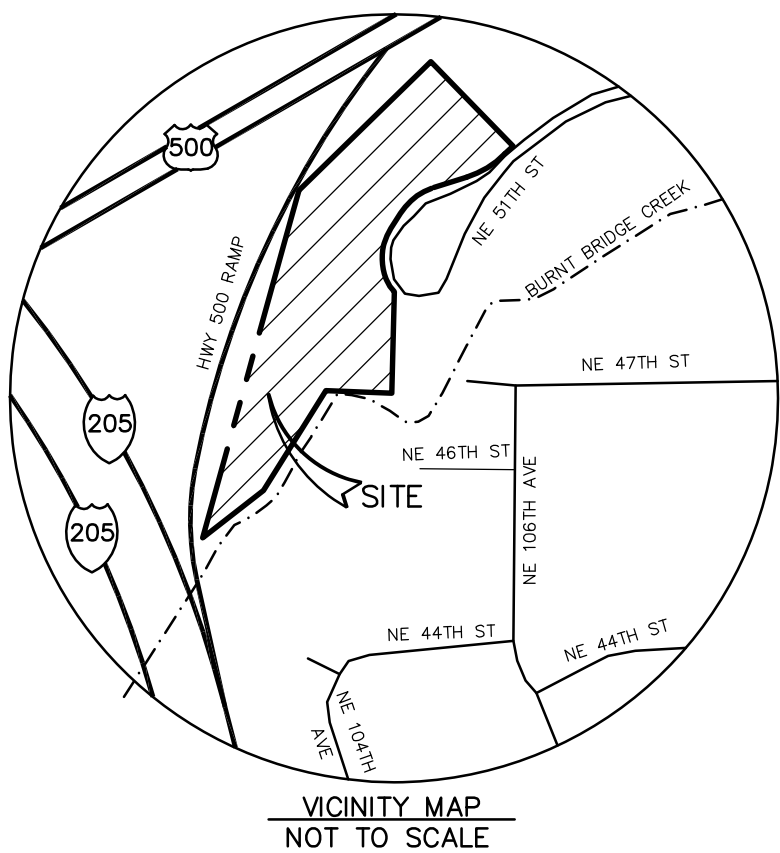
To: Affinity at Vancouver, LLC and Chicago Title Company of Washington.

This is to certify that this map or plat and the survey on which it is based were made in accordance with the 2016 Minimum Standard Detail Requirements for ALTA/NSPS Land Title Surveys, jointly established and adopted by ALTA and NSPS, and includes Items 2, 3, 4, 5, 6(a), 6(b), 7(a), 7(b)(1), 7(c), 8, 9, 11, 13, 14, 16, 17, 18, 19, 20 and 21 (topographic survey for design purposes) of Table A thereof. The field work was completed on August 31, 2017.

Date of Plat or Map: 09/11/2017



PRELIMINARY
Mitchell Duryea
LS 33658
Exp. 9/17/2019
mitch@duryea-associates.com



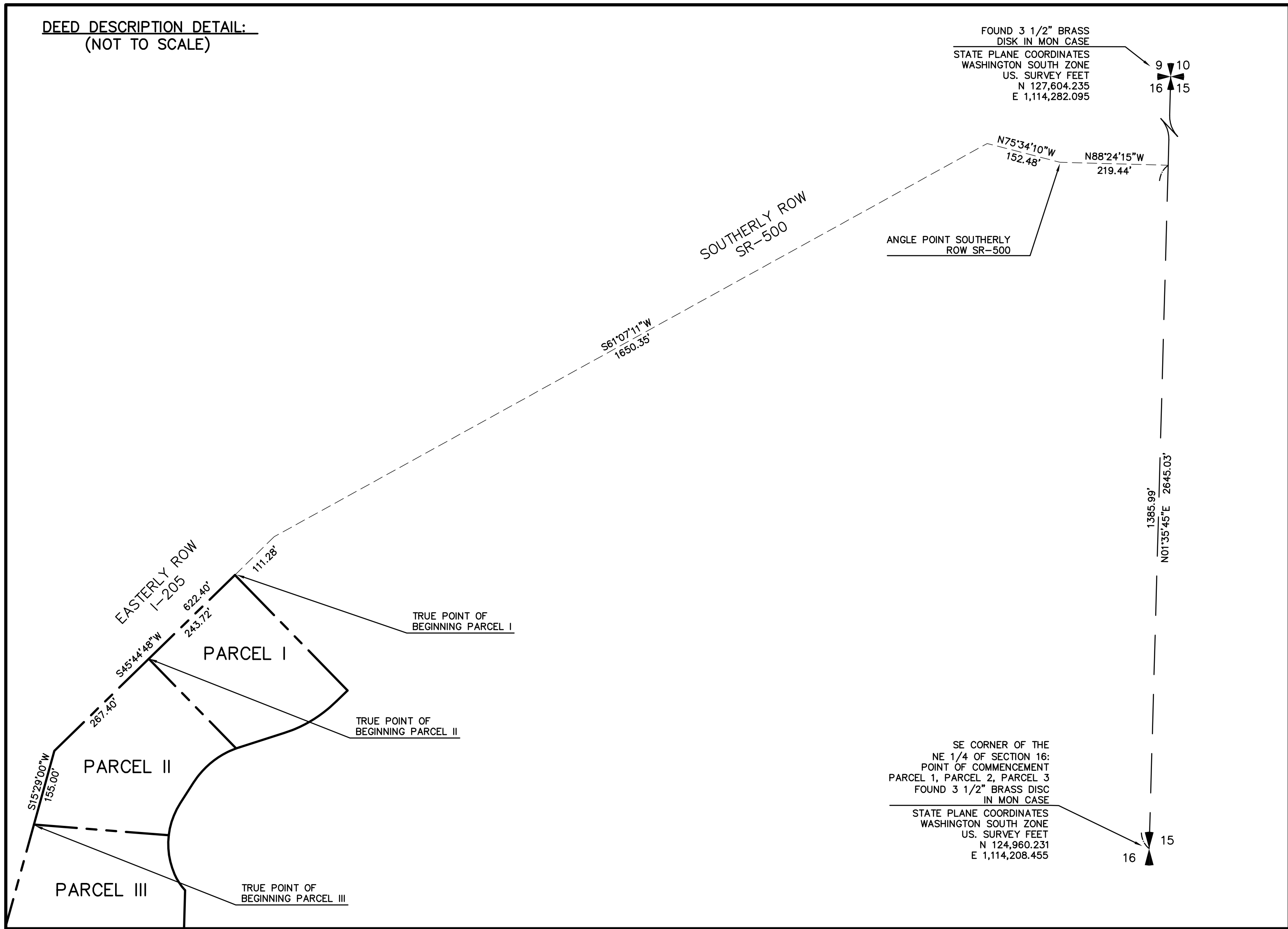
ALTA/NSPS LAND TITLE SURVEY
AFFINITY AT VANCOUVER
NE 51st CIRCLE
VANCOUVER, WASHINGTON

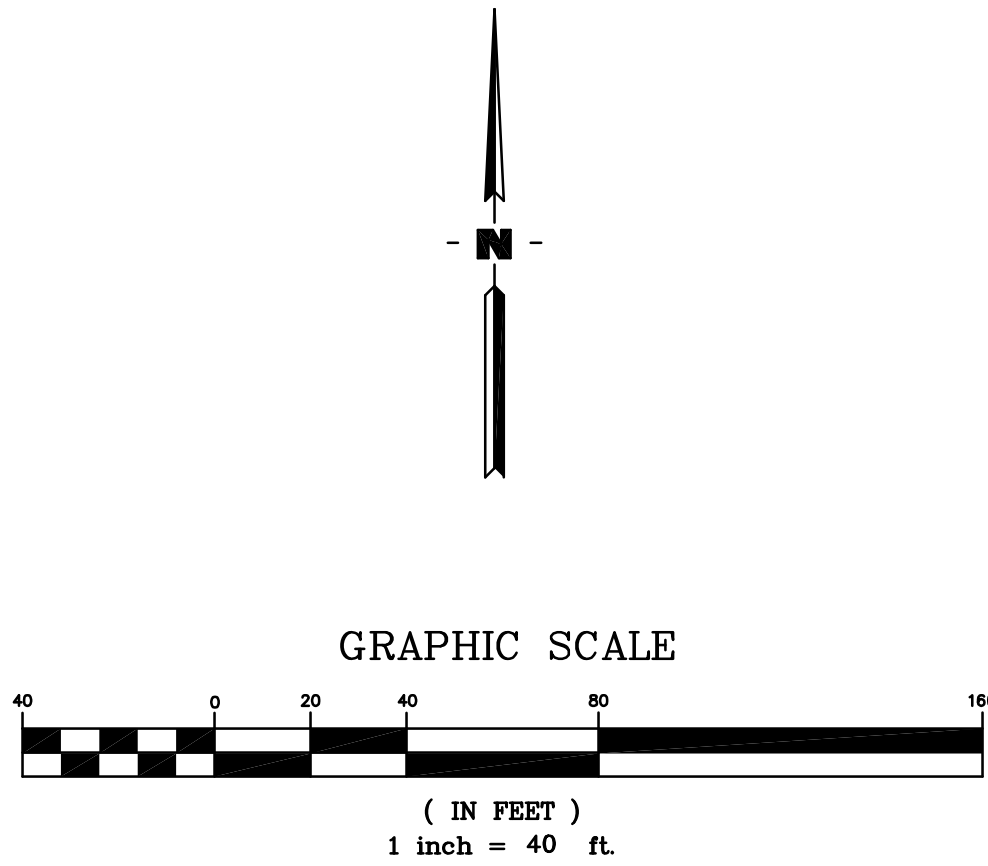


2702 N. Perry Street Spokane, WA 99207 (509) 465-8007
www.duryea-associates.com

DATE:	SEPTEMBER, 2017	SHEET:	
SCALE:	1" = 40'	1	OF 3
PROJECT SURVEYOR:	JAL		
DRAWN BY:	LSH		
LAST DATE OF REVISION:	6/20/2018	JOB NO.:	17-2315

DEED DESCRIPTION DETAIL:
(NOT TO SCALE)





TRUE POINT OF BEGINNING PARCEL II
(SEE DEED DESCRIPTION DETAIL)

TRUE POINT OF BEGINNING PARCEL I
(SEE DEED DESCRIPTION DETAIL)

TRUE POINT OF BEGINNING PARCEL III
(SEE DEED DESCRIPTION DETAIL)

FOUND 3 1/2" BRASS
DISK IN MON CASE
STATE PLANE COORDINATES
WASHINGTON SOUTH ZONE
U.S. SURVEY FEET
NORTH 127,604.235
EAST 1,114,282.095

9 10
16 15

NE 112th AVENUE

FOUND 3 1/2" BRASS
DISK IN MON CASE
STATE PLANE COORDINATES
WASHINGTON SOUTH ZONE
U.S. SURVEY FEET
NORTH 124,960.231
EAST 1,114,208.455



PRELIMINARY

ALTA/NSPS LAND TITLE SURVEY

AFFINITY AT VANCOUVER
NE 51st CIRCLE
VANCOUVER, WASHINGTON



2702 N. Perry Street Spokane, WA 99207 (509) 465-8007
www.duryea-associates.com

DATE: SEPTEMBER, 2017
SCALE: 1" = 40'
PROJECT SURVEYOR: JAL
DRAWN BY: LSH
LAST DATE OF REVISION: 6/20/2018

SHEET:
2 OF **3**
JOB NO.: 17-2315

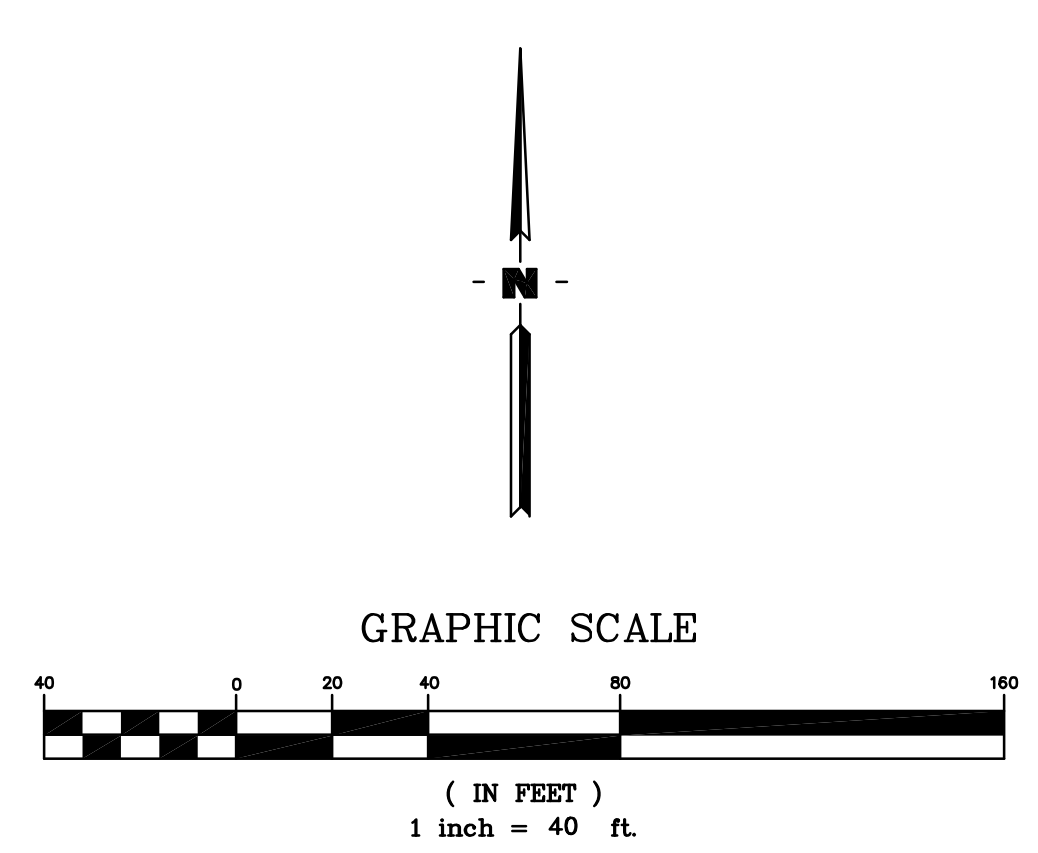
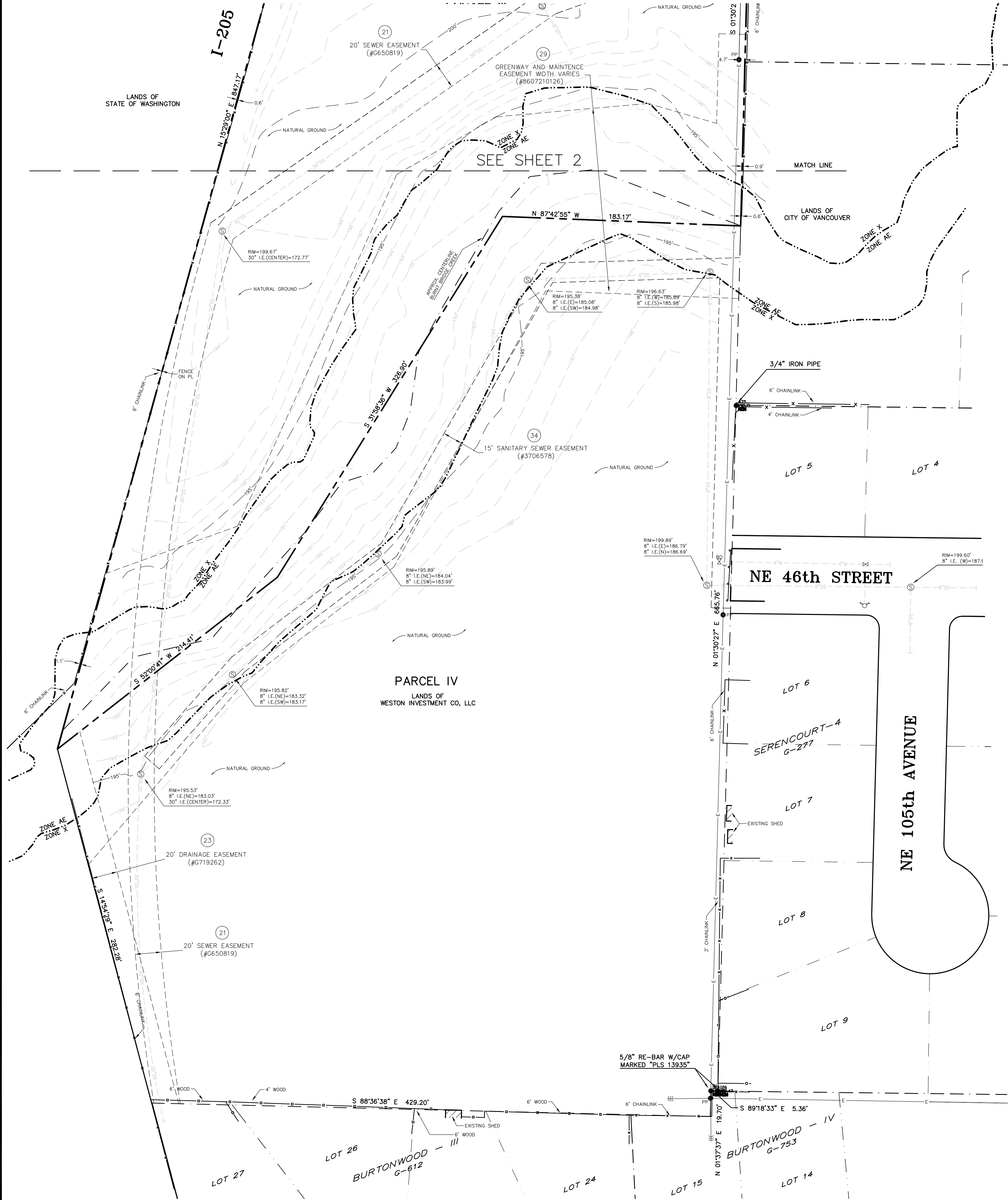
LEGEND:

- PROPERTY LINE
- EASEMENT LINE
- CENTERLINE
- BUILDING LINE
- 6" CONCRETE CURB
- EDGE OF ASPHALT
- APPROXIMATE CENTERLINE OF BURNT BRIDGE CREEK
- FLOOD ZONE BOUNDARY
- CHAINLINK FENCE AS NOTED
- WOOD FENCE AS NOTED
- 6" VINYL FENCE
- GUARD RAIL
- CONCRETE SURFACE
- UNDERGROUND STORM DRAIN LINE
- UNDERGROUND SANITARY SEWER LINE
- UNDERGROUND WATER LINE
- OVERHEAD ELECTRIC/TELEPHONE LINE

- FIRE HYDRANT
- WATER VALVE
- WATER BLOW OFF VALVE
- SANITARY SEWER MANHOLE
- STORM SEWER MANHOLE
- CATCH BASIN
- POWER POLE
- POWER POLE WITH GUY WIRE
- TELECOMMUNICATION RISER
- LIGHT STANDARD
- SIGN
- TEST PIT
- MONITORING WELL
- TREE LOCATION AND NUMBER PER TREE LIST
- RECORD BEARING AND/OR DISTANCE
- LANDSCAPED AREA
- TRASH ENCLOSURE
- FOUND AS NOTED
- FOUND 1/2" RE-BAR W/CAP ILLEGIBLE
- BENCHMARK

LINE TABLE		
LINE	BEARING	DISTANCE
L1	S32°35'19"W	49.50'
L2	N72°15'55"E	95.00'
L3	N44°43'18"W	39.00'
L4	S32°35'19"W	49.50'
L5	N72°15'55"E	95.00'

CURVE TABLE		
CURVE	RADIUS	DELTA
C1	114.56'	19°32'43"
C2	153.50'	30°09'43"
C3	153.50'	25°54'03"
C4	173.50'	37°20'28"
C5	173.50'	2°20'08"
C6	266.50'	26°59'12"
C7	1540.00'	1°09'33"
C8	692.00'	28°21'10"
C9	94.06'	139°35'59"
C10	133.00'	56°03'46"
C11	153.00'	39°40'36"
C12	287.00'	26°59'12"
C13	1500.00'	4°22'25"



- LEGEND:**
- PROPERTY LINE
 - EASEMENT LINE
 - CENTERLINE
 - BUILDING LINE
 - 6" CONCRETE CURB
 - EDGE OF ASPHALT
 - APPROXIMATE CENTERLINE OF BURNT BRIDGE CREEK
 - FLOOD ZONE BOUNDARY
 - CHAINLINK FENCE AS NOTED
 - WOOD FENCE AS NOTED
 - 6" VINYL FENCE
 - GUARD RAIL
 - CONCRETE SURFACE
 - FIRE HYDRANT
 - WATER VALVE
 - WATER BLOW OFF VALVE
 - SANITARY SEWER MANHOLE
 - STORM SEWER MANHOLE
 - CATCH BASIN
 - POWER POLE
 - POWER POLE WITH GUY WIRE
 - TELECOMMUNICATION RISER
 - LIGHT STANDARD
 - SIGN
 - TEST PIT
 - MONITORING WELL
 - TREE LOCATION AND NUMBER PER TREE LIST
 - RECORD BEARING AND/OR DISTANCE
 - UNDERGROUND STORM DRAIN LINE
 - UNDERGROUND SANITARY SEWER LINE
 - UNDERGROUND WATER LINE
 - OVERHEAD ELECTRIC/TELEPHONE LINE
 - LANDSCAPED AREA
 - TRASH ENCLOSURE
 - FOUND AS NOTED
 - FOUND 1/2" RE-BAR W/CAP ILLEGIBLE
 - BENCHMARK



PRELIMINARY

LINE TABLE		
LINE	BEARING	DISTANCE
L1	S32°35'19"W	49.50'
L2	N72°15'55"E	95.00'
L3	N44°43'18"W	39.00'
L4	S32°35'19"W	49.50'
L5	N72°15'55"E	95.00'

CURVE TABLE			
CURVE	RADIUS	DELTA	LENGTH
C1	114.56'	19°32'43"	39.08'
C2	153.50'	30°09'43"	80.81'
C3	153.50'	25°54'03"	69.39'
C4	173.50'	37°20'28"	113.07'
C5	173.50'	2°20'08"	7.07'
C6	266.50'	26°59'12"	125.52'
C7	1540.00'	1°09'33"	31.16'
C8	692.00'	28°21'10"	342.43'
C9	94.06'	139°35'59"	229.17'
C10	133.00'	56°03'46"	130.14'
C11	153.00'	38°40'36"	105.95'
C12	287.00'	26°59'12"	135.18'
C13	1500.00'	4°22'25"	114.50'

ALTA/NSPS LAND TITLE SURVEY

AFFINITY AT VANCOUVER
NE 51st CIRCLE
VANCOUVER, WASHINGTON

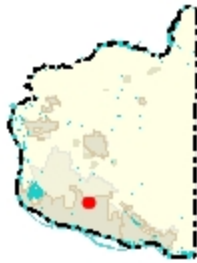


2702 N. Perry Street Spokane, WA 99207 (509) 465-8007
www.duryea-associates.com

DATE: SEPTEMBER, 2017	SHEET:
SCALE: 1" = 40'	3 OF 3
PROJECT SURVEYOR: JAL	
DRAWN BY: LSH	
LAST DATE OF REVISION: 6/20/2018	JOB NO.: 17-2315



Exhibit F



- Legend
- Taxlots
 - ImageOrtho
 - Red: Red
 - Green: Green
 - Blue: Blue
 - Cities Boundaries
 - Urban Growth Boundaries



1: 3,159



0.1 0 0.05 0.1 Miles

WGS_1984_Web_Mercator_Auxiliary_Sphere
Clark County, WA. GIS - <http://gis.clark.wa.gov>

This map was generated by Clark County's "MapsOnline" website. Clark County does not warrant the accuracy, reliability or timeliness of any information on this map, and shall not be held liable for losses caused by using this information.

THIS MAP IS NOT TO BE USED FOR NAVIGATION

Notes:

11/19/17

RESOLUTION NO. M-3986

A RESOLUTION fixing December 17, 2018, as the date for a public hearing on a proposal to vacate a portion of public rights-of-way associated with NE 51st Circle, located west of NE 112th Avenue, east of I-205, and south of SR-500, and within the Northeast Quarter and the Southeast Quarter of Section 16, Township 2 North, Range 2 East, Willamette Meridian, and within the Thomas Nerton Donation Land Claim.

BE IT RESOLVED BY THE CITY OF VANCOUVER:

Section 1. As recommended in SR-175-18, City Council, pursuant to VMC 11.05.040 and RCW 35.79.010, hereby fixes a time to hear and determine a petition brought by abutting property owners to vacate a portion of the right-of-way at NE 51st Circle.

Section 2. The legal description and Map Exhibit of the street area proposed to be vacated are attached hereto and incorporated herein as Exhibits “A” and “B”.

Section 3. December 17, 2018 at the hour of 7:00 p.m. in the Council Chambers in City Hall, 415 West 6th Street, Vancouver, Washington, is fixed as the time and place for public hearing on said proposed street vacation.

Section 4. The City Clerk shall give notice of the pendency of said proposal and time and place of hearing, as required by VMC 11.05.060 and RCW 35.79.020.

ADOPTED at regular session of the Council of the City of Vancouver, this 19th day of
November, 2018.

Anne McEnery-Ogle, Mayor

Attest:

Approved as to form:

Natasha Ramras , City Clerk
By: Carrie Lewellen, Deputy City Clerk

E. Bronson Potter, City Attorney

11/19/18
12/17/18

ORDINANCE NO. _____

AN ORDINANCE vacating a portion of the public right-of-way associated with NE 51st Circle located west of NE 112th Avenue, east of I-205, and south of SR-500, which is within the Northeast Quarter and the Southeast Quarter of Section 16, Township 2 North, Range 2 East, Willamette Meridian, and within the Thomas Nerton Donation Land Claim, City of Vancouver, Clark County, Washington; and providing for an effective date.

WHEREAS, under Vancouver Municipal Code (“VMC”) 11.05.040, owners of real property abutting portions of public right-of-way associated with NE 51st Circle located west of NE 112th Avenue, east of I-205, and south of SR-500, within the Northeast Quarter and the Southeast Quarter of Section 16, Township 2 North, Range 2 East, Willamette Meridian, City of Vancouver, Clark County, Washington petitioned to vacate such public right-of-way; and

WHEREAS, the subject right-of-way consists of approximately 25,235 square feet; and

WHEREAS, the City has constructed and maintained street improvements within the subject right-of-way; and

WHEREAS, the subject right-of-way has been part of a dedicated public right of way for 25 years or more; and

WHEREAS, City Council adopted Resolution M-_____, which set the date of public hearing on the proposed right-of-way vacation for December 17, 2018 at 7:00 p.m.; and

WHEREAS, the City Clerk provided notice of the public hearing in accordance with VMC 11.05.060; and

ORDINANCE - 1

WHEREAS, on December 17, 2018, the hearing was held and City Council considered the reports and information provided at the public hearing; and

WHEREAS, City Council considered all factors under VMC 11.05.110 and found that: (1) vacation of the right-of-way will better serve the public; (2) the right-of-way is not currently needed for public access and changes are not likely to occur in the future requiring the need for the right of way; and (3) there are no objections to the vacation sufficient to deny its approval; and

WHEREAS, because the subject right-of-way has been part of a dedicated public right of way for over 25 years, under VMC 11.05.120 the owners of abutting properties must compensate the City in an amount equal to \$230,000, which is the full fair market value of the property to be vacated as shown in an appraisal; and

WHEREAS, Petitioners own a parcel located at 10601 NE 51st Circle, which is assigned Clark County Assessor parcel number 159851000, and has an appraised value of \$210,000; and

WHEREAS, Petitioners wish to convey parcel 159851000 and also pay \$20,000 to the City as compensation for the full value of the vacated right-of-way, as authorized under VMC 11.05.120(F); and

WHEREAS, the public would benefit from City ownership of parcel 159851000 because of potential future expansion plans for Kevanna Park; and

WHEREAS, City Council has determined that public utility easements should be preserved because there are public domestic water lines, sanitary sewer lines, and associated appurtenances within the area of right-of-way to be vacated.

ORDINANCE - 2

NOW, THEREFORE,

BE IT ORDAINED BY THE CITY OF VANCOUVER:

Section 1. The right-of-way described in the legal description and map exhibit attached hereto and incorporated herein as Exhibits “A” and “B” is hereby vacated on the following conditions.

Section 2. The City retains a perpetual Public Utility Easement under and over the entire vacated area for access to, and the construction, repair and maintenance of, all public utilities, and includes the right, privilege and authority to access, maintain, and remove obstacles. The terms and provisions of this easement shall run with the land and be binding upon and inure to the present property owners and their legal representatives, successors, assigns, and/or transferees.

Section 3. Full compensation for vacation, in the form of conveyance of parcel 159851000 to the City as well as payment of \$20,000, is required. Conveyance of such parcel by deed shall be made and recorded and payment of \$20,000 shall be made prior to recording of this ordinance.

Section 4. The Applicants shall remove the existing loop road at NE 51st Circle, construct a standard cul-de-sac turnaround to replace the loop road, and construct a new access and parking for Kevanna Park, which public improvements must be dedicated to and accepted by the City, prior to recording of this ordinance and the effective date of the right of way vacation.

Section 5. Effective date. This ordinance shall go into effect five days after its recording.

ORDINANCE - 3

Read first time:

Ayes: Councilmembers

Nays: Councilmembers

Absent: Councilmembers

Read second time:

PASSED by the following vote:

Ayes: Councilmembers

Nays: Councilmembers

Absent: Councilmembers

SIGNED this _____ day of _____, 2018.

Anne McEnerny-Ogle, Mayor

Attest:

Natasha Ramras, City Clerk
By: Carrie Lewellen, Deputy City Clerk

Approved as to form:

E. Bronson Potter, City Attorney

ORDINANCE - 4

SUMMARY

ORDINANCE NO. _____

AN ORDINANCE vacating a portion of public right-of-way associated with NE 51st Circle located west of NE 112th Avenue, east of I-205, and south of SR-500, which is within the Northeast Quarter and the Southeast Quarter of Section 16, Township 2 North, Range 2 East, Willamette Meridian and within the Thomas Nerton Donation Land Claim, City of Vancouver, Clark County, Washington; and providing for an effective date.

The full text of this ordinance will be mailed upon request. Contact Raelyn McJilton, Records Officer at 487-8711, or via www.cityofvancouver.us (Go to City Government and Public Records).

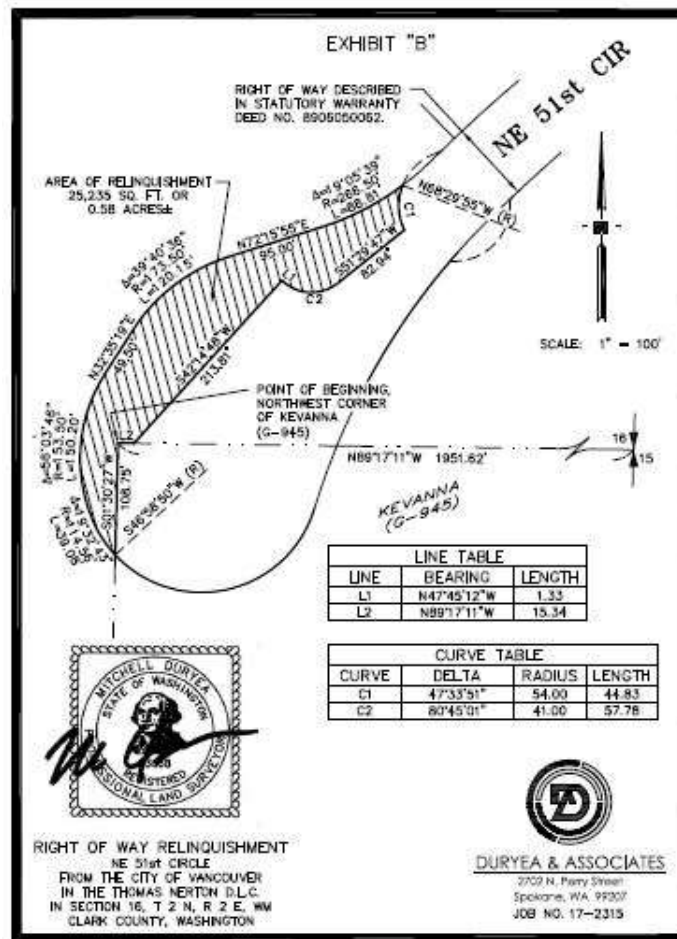
Land Appraisal

Right of Way Relinquishment | Vancouver, WA

Latitude: 45.657535°

Longitude: 122.565993°

as of September 7, 2018



Prepared for
Inland Construction
Mr. Keith James

Prepared by
Gary Klockenteger, MAI

KM Job A18-0936

Kidder Mathews
Valuation Advisory Services
601 Union Street, Suite 4720
Seattle, WA 98101
206.205.0200 | Fax 206.205.0220
garyk@kiddermathews.com
kiddermathews.com

September 10, 2018

Mr. Keith James
Inland Construction
120 W. Cataldo Avenue, Suite 100
Spokane, WA 99201

RE: Right of Way Relinquishment
10500 NE 51st Circle
Vancouver, WA 98682

Dear Mr. James:

At your request, an appraisal report has been made of the above referenced property, which is fully described in the attached report. The subject is briefly described as a 25,235 sq ft property consisting a portion of the right-of-way of NE 51st Circle. The subject is zoned General Commercial (CG) and is currently owned by the city of Vancouver. Tax parcel 159851-000 or Donation (Lot 100) is offered in exchange. This parcel contains 83,635 sq ft, is adjacent to Kevanna Park and near the subject, and is also zoned CG. The value of this parcel is provided to determine if it is adequate exchange compensation. This is an appraisal of the land only. The property was inspected on September 7, 2018 and the appraisal has been made in accordance with the certification on the following page.

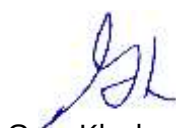
As a result of our investigation and analysis, we have concluded the following fee simple market value, as of September 7, 2018, subject to the limiting conditions and assumptions contained herein:

<i>Market Value of Relinquishment</i>	\$230,000
<i>Market Value of Donation (Lot 100)</i>	\$210,000

It was a pleasure preparing this report for you. If you have any questions about the results, please feel free to call us at (206) 205-0200.

The opportunity to assist you has been appreciated.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read 'GK'.

Gary Klockenteger, MAI
State-Certified General Real Estate
Appraiser #1100479
GK/sh

Certification

I certify that, to the best of my knowledge and belief:

- 1) The statements of fact contained in this report are true and correct.
- 2) The reported analyses, opinions, and conclusions are limited only by the reported assumptions and limiting conditions, and are my personal, impartial and unbiased professional analyses, opinions, and conclusions.
- 3) I have no present or prospective interest in the property that is the subject of this report, and no personal interest with respect to the parties involved.
- 4) I have no bias with respect to the property that is the subject of this report or to the parties involved with this assignment.
- 5) My engagement in this assignment was not contingent upon developing or reporting predetermined results.
- 6) My compensation for completing this assignment is not contingent upon the development or reporting of a predetermined value or direction in value that favors the cause of the client, the amount of the value opinion, the attainment of a stipulated result, or the occurrence of a subsequent event directly related to the intended use of this appraisal.
- 7) The reported analyses, opinions and conclusions were developed, and this report has been prepared, in conformity with the Uniform Standards of Professional Appraisal Practice.
- 8) I have made a personal inspection of the property that is the subject of this report.
- 9) I have provided professional appraisal or consulting services concerning the subject property within the past three years, KM Job Number A18-0507.
- 10) No one provided significant real property appraisal assistance to the person signing this certification.
- 11) The reported analyses, opinions and conclusions were developed, and this report has been prepared, in conformity with the requirements of the Code of Professional Ethics and Standards of Professional Appraisal Practice of the Appraisal Institute.
- 12) The use of this report is subject to the requirements of the Appraisal Institute relating to review by its duly authorized representatives.
- 13) As of the date of this report, Gary Klockenteger, MAI, has completed the continuing education program for Designated Members of the Appraisal Institute.



Gary Klockenteger, MAI
State-Certified General Real Estate
Appraiser #1100479

Limiting Conditions

Limiting conditions specific to this appraisal are:

- 1) The appraiser has made no survey of the property and assumes no responsibility in connection with such matters. Any sketch or identified survey of the property included in this report is only for the purpose of assisting the reader to visualize the property.
- 2) It is assumed that there are no hidden or unapparent conditions of the property, subsoil, or structures (including asbestos, soil contamination, or unknown environmental factors) that render it more or less valuable. No responsibility is assumed for such conditions or for arranging the studies that may be required to discover them.
- 3) No responsibility is assumed for the legal description or for matters including legal or title considerations.
- 4) The information identified in this report as being furnished by others is believed to be reliable, but no warranty is given for its accuracy.
- 5) The appraiser is not required to give testimony or attendance in court by reason of this appraisal unless arrangements have previously been made.
- 6) The allocation of total value to land, buildings, or any fractional part or interest as shown in this report, is invalidated if used separately in conjunction with any other appraisal.
- 7) Valuation Advisory Services is a subsidiary of Kidder Mathews, a full service commercial real estate brokerage firm. On occasion, employees or agents of the firm have interests in the property being appraised. When present, interests have been disclosed, and the report has been made absent of any influence from these parties.

RESTRICTION UPON DISCLOSURE & USE:

Neither all nor any part of the contents of this report (especially any conclusions as to value, the identity of the Appraiser or the firm with which (s)he is connected, or any reference to the Appraisal Institute or to the MAI designation) shall be disseminated to the public through advertising media, public relations media, news media, sales media or any other public means of communication without the prior written consent and approval of the appraiser. No part of this report or any of the conclusions may be included in any offering statement, memorandum, prospectus, or registration without the prior written consent of the appraiser.

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Land Valuation 64

ADDENDUM

 R/W VACATION MATERIALS

 REASONABLE USE EXEMPTION

 Appraiser’s Experience

Executive Summary

Executive Summary

Purpose This appraisal report was prepared to determine the market value of the subject, the Relinquishment. In addition, a value is provided for an exchange parcel, the Donation.

Identity of Property 10500 NE 51st Circle
Vancouver, WA 98682

TAX PARCEL NUMBER The subject consists of a portion of the right-of-way of NE 51st Circle. The parcel includes a portion of the paved street and a portion the undeveloped center of this circular drive. Plans are to end this circular drive at the subject and restore the unused paved portion of this circular drive to natural vegetation. A new turnaround would be provided along with new parking for Kevanna Park, and a trail leading to the existing entrance of the park. The proposed Donation is adjacent to the park.

Site Address	Parcel No.	Size (SF)	Size (Acres)	Zoning	
Relinquishment (Subject)		25,235	0.58	CG	City of Vancouver
Donation (Lot 100)	159851-000	83,635	1.92	CG	City of Vancouver

CENSUS TRACT 0413.13, Clark County, WA

Definitions, Concepts and Premise of Assignment The analyses and conclusions in this report are based on the following definitions and concepts.

SERVICE TYPE Appraisal Report

Scope of Work This appraisal is intended to describe the market value of the subject property for its highest and best use. The subject site was inspected and available project data was reviewed. The basic approach is to use recent sale comparisons of similar sites, compare these to the subject, and adjust for differences imposed by zoning, physical limitations, time, location, and other parameters that may have influenced pricing and conclude a reasonable market value based on sales.

The appraisal begins with an overview of the subject site followed by description of general land use, population, and economic trends of the subject neighborhood and competitive market. The bulk of the data presented comes from sources such as the US Census, HUD, and

private data providers such as the Metro Multifamily Housing Association (MMHA) Apartment Report, CoStar, and Yardi Matrix.

**CLIENT AND
INTENDED USER**

The client is Mr. Keith James; the intended user is Inland Construction or their direct assigns.

INTENDED USE

This appraisal report was prepared to determine the market value of the land.

**PROPERTY RIGHTS
APPRAISED**

This is an appraisal for the Fee Simple Interest in the subject real estate. The definition of "fee simple estate" is as follows:

Absolute ownership unencumbered by any other interest or estate, subject only to the limitations imposed by the governmental powers of taxation, eminent domain, police power, and escheat.

Source: The Dictionary of Real Estate Appraisal, Sixth Edition. Chicago: Appraisal Institute, 2015.

Date of Analysis

September 7, 2018

**Extraordinary
Assumptions**

None

**Hypothetical
conditions**

None

**Approaches to
Value & Final Value
Conclusion**

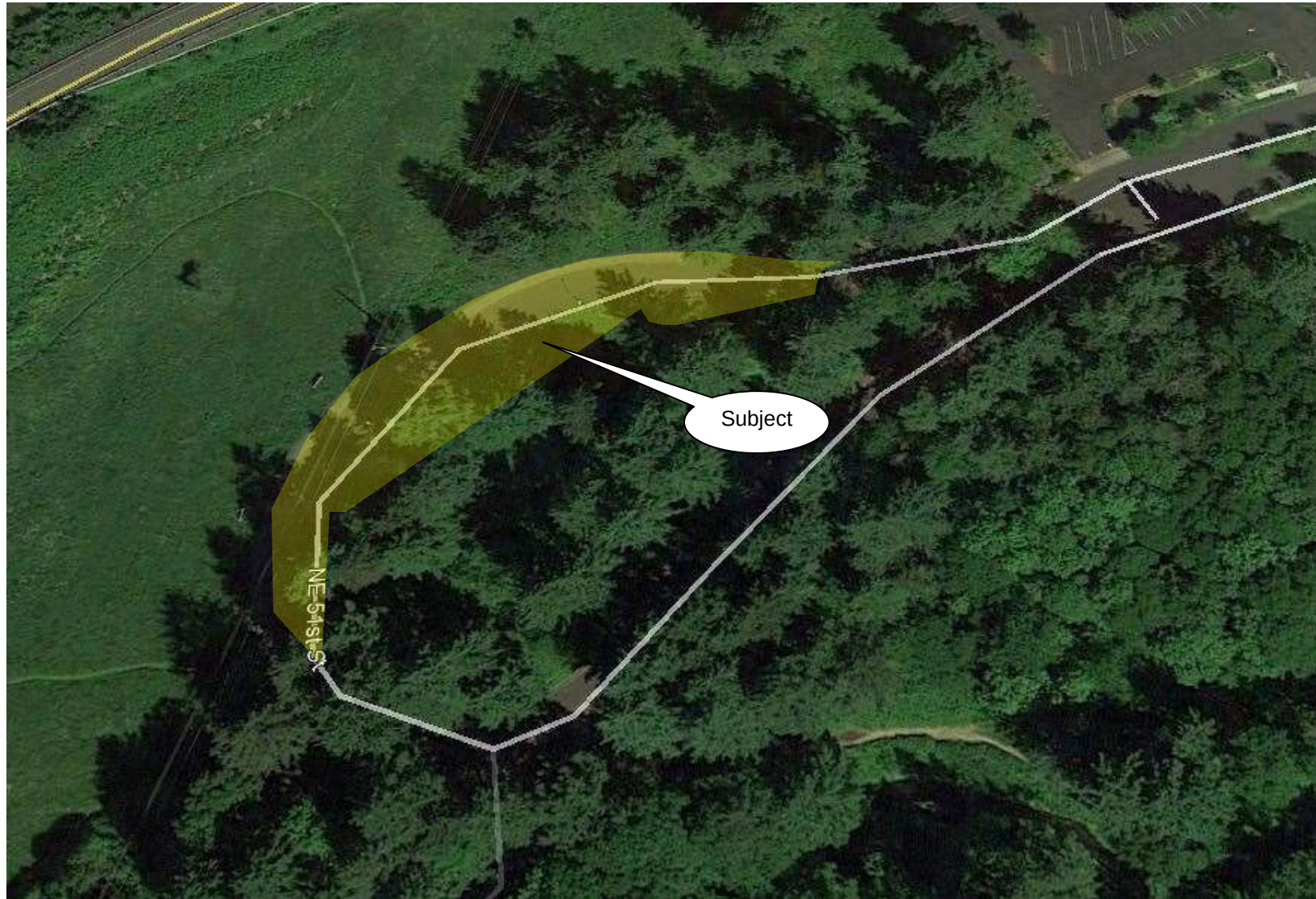
The value conclusions are summarized as follows.

Market Value of Relinquishment.....\$230,000

Market Value of Donation (Lot 100).....\$210,000

Property Description

The subject is a 25,235 sq ft (0.58 acre) parcel. A portion of this site is a paved road right-of-way and the balance is part of the unimproved center of the circular drive. It is zoned General Commercial (CG). It is irregular in shape and generally level. The Donation has the same zoning, contains 83,635 sq ft (1.92 acres), and fronts on Burnt Bridge Creek and Kevanna Park. This parcel contains some wetlands. Setbacks from the creek and wetlands severely compromise use.



Aerial Photo—Looking North

Subject Photographs

The subject is a portion of the right-of-way of NE 51st Circle and the forested island enclosed by the turn around.



View of the turn around



View of the adjoining site planned for Affinity at Vancouver, a 170-unit senior apartment complex.



Subject Photographs

The Donation parcel is on the south side of the turnaround.



View of the Donation parcel



Alternate view of the donation parcel



Subject Photographs

The Donation parcel is adjacent to Kevanna Park. Plans include extending a path from a new parking area along the vacated right-of-way to the existing entrance.



Shown is the bridge crossing Burnt Bridge Creek in Kevanna Park.



View of Burnt Bridge Creek.
Setbacks from the creek impact the Donation parcel.



Property Description



PROJECT DIRECTORY

DEVELOPER: AFFINITY AT VANCOUVER, LLC
220 W. CATALDO, SUITE 100
SPOKANE, WA 99201
(509) 321-8206

ARCHITECT: THE ARCHITECTS OFFICE, PLLC
495 MAIN ST.
BOISE, IDAHO 8372
(208) 343-2381



SITE DATA

SCALE: 1"=40'-0"

PROPERTY AREAS:	
PARCEL 1:	77,530 ± S.F. 1.78 ± ACRES
PARCEL 2:	79,097 ± S.F. 1.82 ± ACRES
PARCEL 3:	186,789 ± S.F. 4.26 ± ACRES
TOTAL:	343,416 ± S.F. 7.86 ± ACRES
PROPOSED MAIN BUILDING:	
OCCUPANCY:	R-2
CONSTRUCTION TYPE:	V-A
HEIGHT:	4 STORIES
UNITS:	170
FOOTPRINT:	45,451 ± S.F.
TOTAL AREA:	182,740 ± S.F.
PROPOSED POOL BUILDING:	
OCCUPANCY:	R-2
CONSTRUCTION TYPE:	V-B
HEIGHT:	1 STORY
AREA:	4,340 ± S.F.
PROPOSED GARAGE BUILDING:	
OCCUPANCY:	U
CONSTRUCTION TYPE:	V-B
HEIGHT:	1 STORY
NUMBER OF BUILDINGS:	3
AREA:	2,840 ± S.F. - 3,080 ± S.F.
PROPOSED PARKING:	
STANDARD OPEN STALLS:	190
OPEN ACCESSIBLE STALLS:	7
STANDARD GARAGE STALLS:	47
ACCESSIBLE GARAGE STALLS:	1
TOTAL PARKING:	245 (7.44/LU)



PROJECT

AFFINITY AT VANCOUVER
NW 51ST STREET
VANCOUVER, WASHINGTON

FILE

DATE: MARCH 9, 2011
TIME: 11:20 AM
BY: JAMES PRICE

REVISIONS

SHEET

A1.0
SITE PLAN

Preliminary Site Plan

Site Data

Location
Description

SITE ADDRESS	Right of Way Relinquishment Affinity at Vancouver 10500 NE 51st Circle Vancouver, WA 98682
TAX PARCEL NUMBER	Relinquishment: No property ID is assigned to the street right-of-way. Adjacent tax parcels are 159847-000, 159848-000, and 159849-000 Donation: 159851-000
CENSUS TRACT	0413.13, Clark County, WA
BOUNDARIES & NEARBY LAND USES	The subject site is a proposed right-of-way vacation of a portion of NE 51st Circle located adjacent to tax parcels 159847-000, 159848-000, and 159849-000 and a portion of the undeveloped center of the circular drive. This area is accessed from NE 112th Avenue to NE 51st Circle. NE 51st Circle is a dead-end drive accessing the subject's neighborhood. Land use east of the subject is primarily office on the north side of NE 51st Circle including the Department of Transportation, Washington State Patrol, and Farmers Insurance. Immediately east of the subject is a vacant office building formerly occupied by the US Department of Forestry. On the south side of this drive, it is vacant land. NE 51st Circle leads to Kevanna Park and adjacent to the park is the Donation site. Running through the park is Burnt Bridge Creek. The Donation parcel is offered as exchange for the subject. This is an 83,635 sq ft parcel zoned the same as the subject. It has a truncated triangular shape. Its southeast boundary is Burnt Bridge Creek and the southern boundary is Kevanna Park. The proposed vacation would be used for parking for Affinity at Vancouver, a proposed 170 unit senior (age restricted) apartment project. The proposed vacation will terminate the circular drive. The unused portion of the drive is proposed for restoration to its natural state. The new end to NE 51st Circle is proposed as a cul-de-sac turn around with added parking for Kevanna Park and a path leading to the existing park entrance. The cost of these improvements is estimated at \$91,200. Other than, for the uses cited above, the greater area is currently undeveloped. The neighboring use to the south is residential. East of the

subject is Corporate Woods, a 47-unit apartment complex built in 2002, and on the north side of SR-500 land use is primarily commercial.

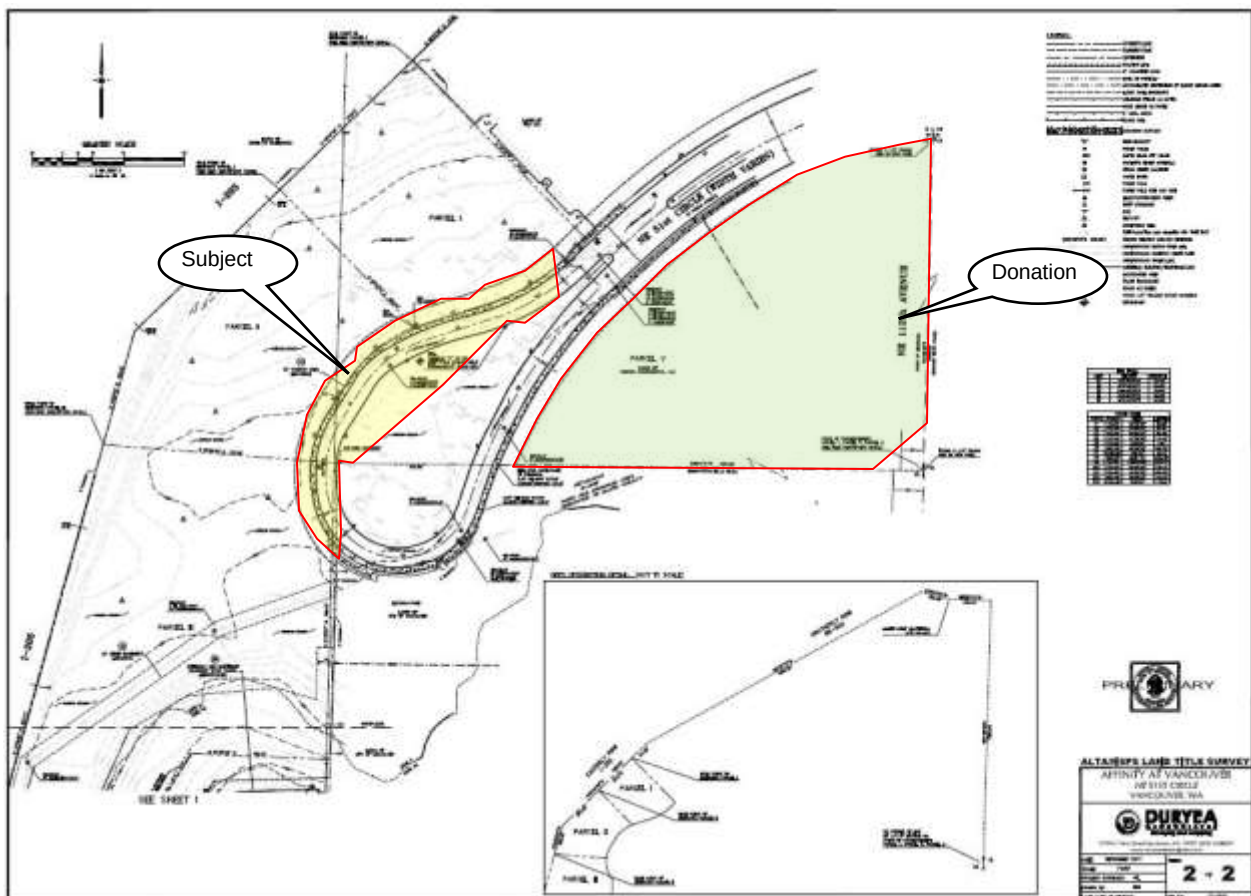
**STREETS, ACCESS
& EXPOSURE**

The subject site is a portion of a dead-end road. It provides access to Kevanna Park, a neighborhood city park at the end of this drive. It also will provide access to a proposed 170 unit senior (age restricted) apartment project. Any development in this location will be highly visible to traffic using the northbound off-ramp from I-405 to SR-500 and partially visible to traffic on I-405. Local and regional access to the subject is good. Pass-by traffic is limited due to the dead-end road.

**Physical
Description**

**SITE DIMENSIONS &
LAND AREA**

The proposed right-of-way vacation, the subject, contains 25,235 sq ft and is irregular in shape. Its shape is long and narrow potentially impacting use. The proposed Donation contains 83,635 sq ft and has a truncated triangular shape. The following survey and parcel map shows the approximate boundary of the relinquishment and of the donation.



EXISTING IMPROVEMENTS	The subject is a paved city street. The proposal is to terminate the existing loop, provide a turn-around, restore the unused portion of the paved right-of-way to a natural state, and to add parking for Kevanna Park. There are no improvements on the Donation site, forested vacant raw site.
TOPOGRAPHY & SOIL CONDITIONS	Both the Relinquishment and the Donation are nearly level. A soils report was not provided for the subject. It is an assumption of this report that the soils are of sufficient load bearing capacity to allow for the proposed use. A Mitigation Plan for Affinity at Vancouver prepared by Ecological Land Services, Inc., dated August 2018 was provided. This study includes description of the Donation parcel. The Donation parcel is impacted by required setbacks from Burnt Bridge Creek. According to the city, the setback is 100 feet plus a 75-foot buffer. The Mitigation Plan shows a wetland on this parcel, Wetland A. Wetland A is a Category III wetland containing 8,493 sq ft. A 150-foot setback is required from the wetland. This wetland appears to be entirely within the setback riparian management area buffer and the 75-foot riparian stream buffer described in this report. The report does not address soil conditions.
UTILITIES	All typical public utilities are available to the site.
Legal Restrictions	
ZONING	The subject and the donation are zoned CG, (General Commercial) by the City of Vancouver. The CG zoning district is designed to allow for a full range of retail, office, and civic uses. Above ground floor, housing is allowed. Some light industrial uses also are allowed, but limited so as not to detract from the district's commercial character.

Development Criteria	
Minimum Lot Size	None
Minimum Lot Width	None
Minimum Lot Depth	None
Maximum Lot Coverage	Conditional based on screening & buffering standards
Minimum Setbacks	Conditional based on screening & buffering standards
Front Yard	10 feet (see above)
Rear Yard	10 feet (see above)
Rear Through Street	
Side Yard	0-5 feet (see above)
Between Buildings	
Maximum Height	None
Min Stebacks Adjacent to Res District	10 feet
Min Stebacks Adjacent to Non-res District	5 feet
Minimum Landscaping	15%
Parking	
Residential	1.5 spaces/DU
Senior Residential	1.0 spaces/DU



Site Address	Parcel #	Size (SF)	Size (Acres)	Source	Zoning	Jurisdiction	Assessment	
							Land	Building
Subject: Relinquishment Parcel Adjacent to								
10500 NE 51st Circle	159847-000	74,052	1.70	Assessor	CG	Vancouver	\$582,200	\$0
10420 NE 51st Circle	159848-000	82,764	1.90	Assessor	CG	Vancouver	\$650,700	\$0
10400 NE 51st Circle	159849-000	199,505	4.58	Assessor	CG	Vancouver	\$594,400	\$0
Donation Parcel								
10601 NE 51st Circle	159851-000	83,635	1.92	Assessor	CG	Vancouver	\$24,200	\$0
	Subject Portion	25,235	0.58	per Site Plan				
	Donation	83,635	1.92	Assessor				

**ASSESSMENT
VALUE & REAL
ESTATE TAXES**

The real estate assessment and tax data the parcels adjacent to the subject and the Donation are detailed in the previous table. The subject is part of a street right-of-way and is not recorded as being in a separate tax parcel. The three parcels adjacent to the subject have an existing approved preliminary site plan approval that positively affects the assessment of those parcels. This does not extend to the subject. The Donation is impacted by setbacks from Burnt Bridge Creek and wetlands on the site.

The millage rate on which property taxes are based is determined annually. Millage rates vary constantly and are influenced by services provided in each individual district and state law. The assessed value of all properties located within a district is divided by a particular year's budget requirements to arrive at a millage rate. The subject property is located in levy code (tax code area) 114008 with a 2018 rate of \$12.3432979958 per \$1,000 of assessed value.

Environmental Issues

**SEISMIC HAZARD
CONDITIONS**

It is noted that construction will be based on current building codes, which recognize the seismic risk of the area. As the appraiser does not possess the expertise in seismic, structural, and geotechnical engineering, further analysis is required to determine the subject's degree of risk.

**HAZARDOUS
MATERIALS**

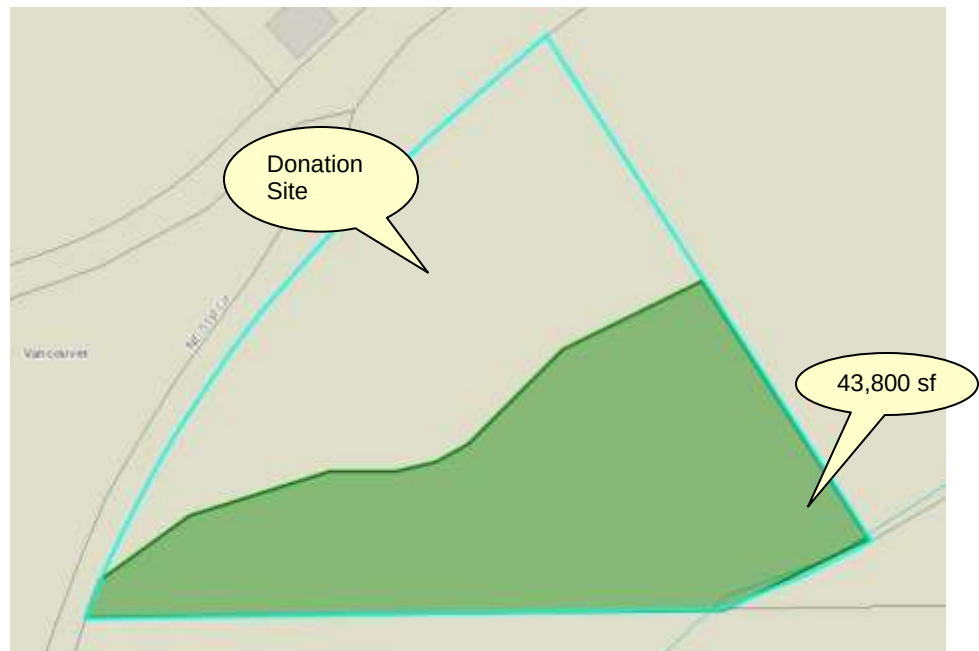
We were not provided an Environmental Site Assessment. It is an assumption of this report that both sites are not contaminated with hazardous materials.

FLOOD ZONE

According to the Flood Hazards Map No. 53011C0387D, effective September 5, 2012, the subject site (the Relinquishment) is located in Zone X, an area outside the 500-year floodplain. The Donation does border on Burnt Bridge Creek and the southeastern edge is classified AE, a special flood hazard area.



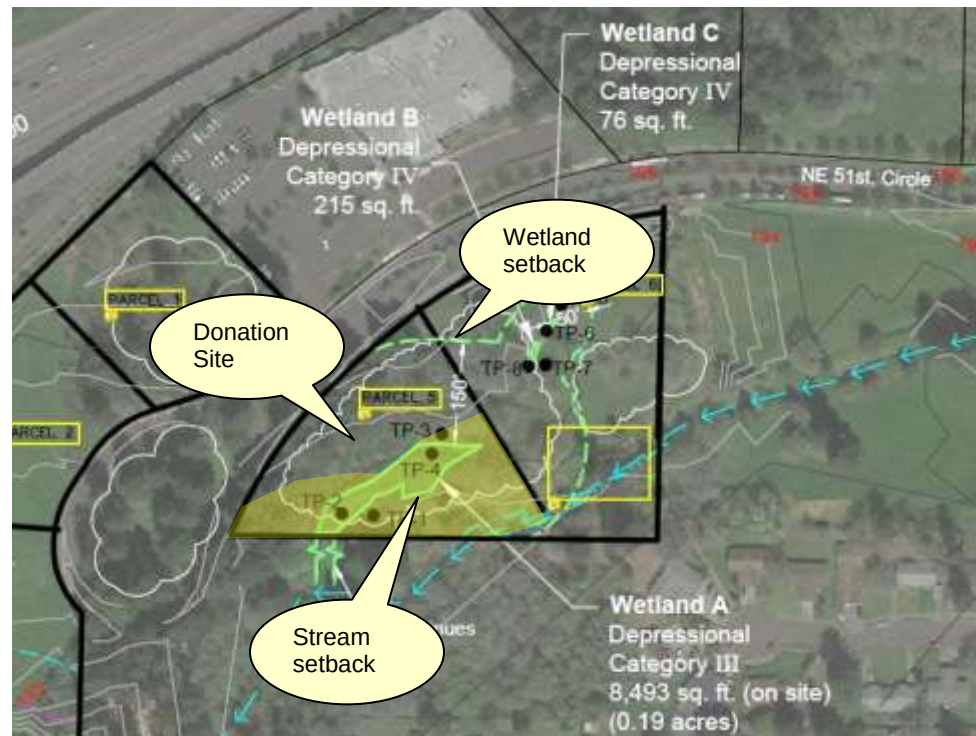
Based on information provided by the city, there is a required 100-foot setback from the creek in this location plus a 75-foot buffer. Given the amount of vegetation on this parcel, the city planner stated that the setback would effectively be 175 feet. This affects the southeast and southern portions of the parcel as shown in the following map. The size of the impacted area was estimated based on the drawing tool provided by Clark County's GIS mapping site, and is estimated at about 43,800 sq ft. This leaves 39,835 sq ft of area outside of the riparian setback. Any development occurring on usable portions of the site may use the area of the entire site area for massing.



Wet Lands

The Donation parcel is further impacted by a category III wetland as described in the *Mitigation Plan for Affinity at Vancouver Critical Areas – Permitting*, prepared by Ecological Plan services, August 2018. The wetland area appears mostly within the stream setback described above. However, the wetland also has a 150-foot buffer, leaving only the northern corner available for use as shown in the following graphic.

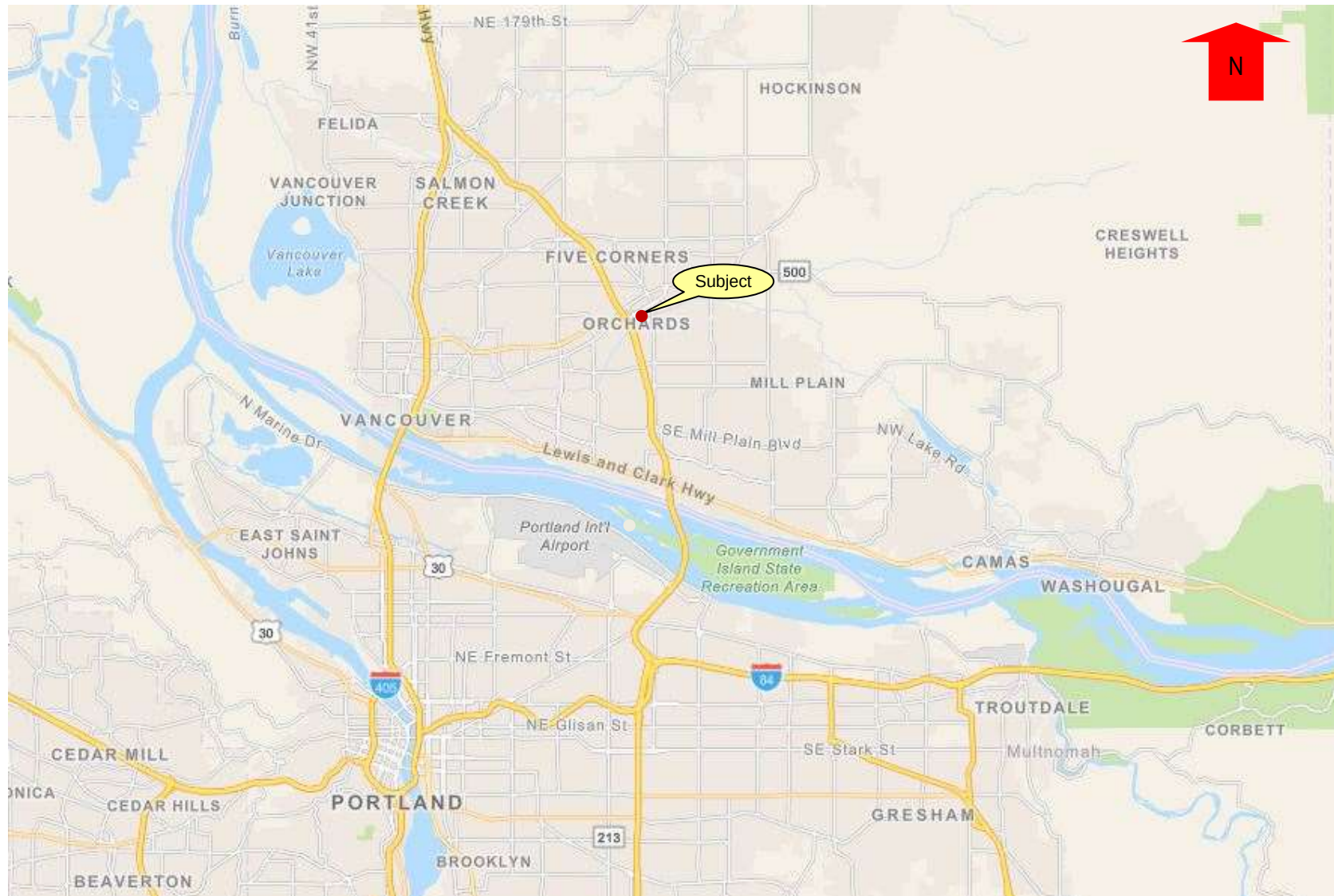
The *Vancouver Municipal Code Section 20.740.080 Reasonable Use Exceptions* provides some allowance to the property owner if application of the General Critical Areas requirements would deny all reasonable economic use of the property. If this occurs, the city determines appropriate compensation, or the property owner may apply for an exception. The extent or existence of loss must be documented by an examination of reasonable use review of the loss of economic use. This is done on a case-by-case basis.



Conclusion

Topography, zoning, availability of utilities, access and existing encumbrances are similar to other properties in the immediate vicinity. The subject has a long narrow shape making it most usable if combined with neighboring properties. By itself, its shape is considered a limiting factor. The Donation has a usable shape but is impacted by required setbacks from Burnt Bridge Creek and wetlands. The southeastern edge of the Donation borders the creek, and the setback affects the southern portion of the property. A category III wetland is also contained in this setback area, and the wetland setback extends to include most of the remaining portions of this site. The city of Vancouver provides some allowance for the impact of critical areas if they deny economic use, and some use is allowed. The degree of use must be described by specific study. Therefore, the degree of impact cannot be determined within the scope of this appraisal. Other than this there are no unusual site characteristics known to the appraiser that affect the value or marketability of the site.

Regional Overview



Regional Map

Regional Data – Portland MSA

Introduction

The Portland-Vancouver Metropolitan Statistical Area (MSA) is comprised of Clackamas, Columbia, Multnomah, Washington, and Yamhill Counties in Oregon, and Clark and Skamania Counties in Washington. The MSA is located at the confluence of the Columbia and Willamette Rivers with the Cascade mountain range to the east. The Portland-Vancouver MSA has an estimated 2017 population of over 2.4 million residents and is part of a state and area that is generally growing faster than the US average.

The five counties that comprise the Oregon-portion of the Portland Metropolitan Statistical Area are home to 60% of Oregon residents and statewide jobs, thus making the area the state's largest and most vibrant economic region.

The metro area has a very diverse industrial basis compared with other large cities across the country and similar to the U.S. as a whole. When compared to the US overall, Portland has a slightly larger share of jobs in goods-producing industries like construction and manufacturing.

Location & Topography

The Portland MSA is 70 miles east of the Pacific Ocean at the northern end of Oregon's most populated region, the Willamette Valley. Downtown Portland straddles the banks of the Willamette River, which flows north through the city center, separating the east and west sections of the city before veering northwest to join with the Columbia River less than 10 miles from downtown. The Columbia River serves as the natural boundary between the states of Washington and Oregon and consequently divides the city of Portland from its most populated suburb of Vancouver, Washington.

Portland is situated near the foothills of the Tualatin Mountains, also called the West Hills and the Southwest Hills, which pierce through the northwest and southwest regions of the city. Council Crest Park, the tallest point within city limits, is in the West Hills and rises to an elevation of 1,073 feet.

To the west of the Tualatin Mountains lies the Oregon Coast Range, and to the east lies the actively volcanic Cascade Range. On clear days Mt. Hood and Mt. St. Helens, dominate the horizon while Mt. Adams and Mt. Rainier are also sometimes visible in the distance.

The below chart presents demographic and economic data for the US, State and MSA geographic areas for comparative purposes with respect to the area immediately surrounding the subject property as described later in the report.

DEMOGRAPHIC AND ECONOMIC SUMMARY PROFILE							
DESCRIPTION	US	Oregon	Portland MSA	DESCRIPTION	US	Oregon	Portland MSA
POPULATION				AVERAGE HOUSEHOLD INCOME			
2000 Population	281,421,906	3,421,399	1,927,881	2017	\$80,675	\$75,700	\$87,053
2010 Population	308,745,538	3,831,074	2,226,009	2022	\$91,585	\$86,834	\$99,632
2017 Population	327,514,334	4,122,334	2,438,192	Annual Change 2017-2022	2.57%	2.78%	2.74%
2022 Population	341,323,594	4,339,669	2,595,007	MEDIAN HOUSEHOLD INCOME			
Annual Change 2000-2010	0.93%	1.14%	1.45%	2017	\$56,124	\$55,012	\$63,671
Annual Change 2010-2017	0.85%	1.05%	1.31%	2022	\$62,316	\$62,633	\$75,159
Annual Change 2017-2022	0.83%	1.03%	1.25%	Annual Change 2017-2022	2.12%	2.63%	3.37%
POPULATION 65+				PER CAPITA INCOME			
2010 Population	40,267,984	533,533	252,218	2017	\$30,820	\$30,179	\$33,937
2017 Population	51,112,814	702,319	349,221	2022	\$34,828	\$34,452	\$38,647
2022 Population	60,125,156	840,919	427,662	Annual Change 2017-2022	2.48%	2.68%	2.63%
Annual Change 2010-2017	3.47%	4.00%	4.76%	2017 HOUSEHOLDS BY INCOME			
Annual Change 2017-2022	3.30%	3.67%	4.14%	Household Income Base	123,157,201	1,619,789	939,464
HOUSEHOLDS				<\$15,000	11.5%	11.1%	8.9%
2000 Households	105,480,101	1,333,723	745,531	\$15,000-\$24,999	10.0%	10.2%	8.2%
2010 Households	116,716,292	1,518,938	867,794	\$25,000-\$34,999	9.7%	10.4%	8.8%
2017 Households	123,158,887	1,619,793	939,464	\$35,000-\$49,999	13.1%	13.1%	12.2%
2022 Households	128,069,416	1,701,088	996,972	\$50,000-\$74,999	17.8%	18.8%	18.7%
Annual Change 2000-2010	1.02%	1.31%	1.53%	\$75,000-\$99,999	12.4%	12.9%	14.1%
Annual Change 2010-2017	0.77%	0.92%	1.14%	\$100,000-\$149,999	13.9%	13.6%	15.9%
Annual Change 2017-2022	0.79%	0.98%	1.20%	\$150,000-\$199,999	5.7%	4.9%	6.4%
HOUSING UNITS (2017)				\$200,000 or greater	6.1%	5.0%	6.9%
Total Housing Units	123,158,887	1,619,793	939,464	MEDIAN HOME VALUE			
Owner Occupied	55.6%	54.4%	56.2%	2017	\$207,344	\$279,548	\$311,849
Renter Occupied	33.1%	36.6%	38.3%	2022	\$247,785	\$342,529	\$369,089
Vacant Housing Units	11.3%	9.0%	5.5%	Annual Change 2017-2022	3.63%	4.15%	3.43%
HOUSING UNITS (2022)				AVERAGE HOME VALUE			
Total Housing Units	128,069,416	1,701,088	996,972	2017	\$286,484	\$327,722	\$362,068
Owner Occupied	55.2%	54.2%	56.1%	2022	\$330,843	\$393,909	\$428,717
Renter Occupied	33.1%	36.7%	38.5%	Annual Change 2017-2022	2.92%	3.75%	3.44%
Vacant Housing Units	11.6%	9.0%	5.5%	HOUSING UNITS BY UNITS IN STRUCTURE			
HOUSING UNITS BY YEAR BUILT				1 - Detached	81,840,073	1,073,900	577,581
2010 or Later	1,315,426	14,632	8,960	1 - Attached	7,725,793	74,591	48,486
2000 to 2009	19,803,260	259,743	150,623	2	4,976,158	48,441	27,708
1990-1999	18,512,067	290,218	176,340	3 or 4	5,880,728	74,354	43,524
1980-1989	18,346,272	186,335	109,234	5 to 9	6,341,597	74,377	50,907
1970-1979	20,978,482	334,695	168,416	10 to 19	5,950,183	61,664	45,588
1960-1969	14,626,326	164,086	85,679	20 to 49	4,732,441	52,160	35,886
1950-1959	14,374,462	142,308	69,667	50 or greater	6,678,112	82,251	63,932
1940-1949	7,119,373	94,957	46,034	Mobile Home	8,506,996	139,459	38,900
1939 or Earlier	17,665,365	198,840	118,935	Boat/RV/Van	108,952	4,617	1,376

Source: Esri

Demographic Data & Forecast

In the 1980s, a marked economic decline, particularly in logging and forest products, stemmed the flow of migrants to Oregon and resulted in a slower pace of growth for Oregon (7.9%) compared to the nation (10.4%). During the following decade, population growth in the Portland metropolitan area outpaced the national average with 13.6% growth. Bolstered by strong employment growth and amenity-driven migration, both the Portland metro and the state of Oregon sustained impressive growth during the 1990s.

While Portland's population growth still ranks among the most robust in the nation due to strong net-migration trends, annual job growth has begun to trend downward over the past two years (largely due to full employment) and Oregon's population growth is expected to continue at a slower pace for at least the next several years. Based on the current forecast, Oregon's population will reach 4.34 million in the year 2022 with an average annual rate of growth of 1.03% between 2017 and 2022. Oregon's economic condition heavily influences the state's population growth, determining its ability to retain a local work force as well as attract job seekers from other states and beyond. As Oregon's total fertility rate remains below the replacement level and deaths continue to rise due to the aging population, long-term growth comes from net-in migration.

Population Trend & Forecast (Annual Average Rate of Change by Period)*

	2000	Annual % Δ	2010	Annual % Δ	2017	Annual % Δ	2022
US	281,421,906	0.93%	308,745,538	0.84%	327,323,594	0.84%	341,323,594
State of Oregon	3,429,708	1.13%	3,838,957	1.02%	4,122,334	1.03%	4,339,669
State of Washington	5,910,512	1.33%	6,744,496	1.16%	7,311,450	1.13%	7,733,706
Salem MSA (Marion-Polk Counties)	348,007	1.18%	391,487	0.97%	418,765	0.99%	439,977
Albany-Corvallis-Lebanon, CSA	181,222	1.10%	202,251	0.75%	213,150	0.79%	221,756
Eugene MSA (Lane County)	323,492	0.84%	351,852	0.80%	372,145	0.88%	388,754
Medford MSA (Jackson County)	181,775	1.13%	203,421	0.91%	216,670	0.98%	227,460
Clackamas County, OR	338,347	1.06%	375,992	1.31%	411,843	1.24%	437,950
Columbia County, OR	43,560	1.26%	49,351	0.38%	50,668	0.46%	51,853
Multnomah County, OR	660,516	1.08%	735,334	1.24%	801,725	1.19%	850,391
Washington County, OR	445,356	1.75%	529,710	1.49%	587,291	1.41%	629,931
Yamhill County, OR	84,992	1.56%	99,193	0.77%	104,675	0.78%	108,808
Clark County, WA	345,238	2.11%	425,363	1.45%	470,604	1.40%	504,392
Skamania County, WA	9,872	1.15%	11,066	0.41%	11,386	0.51%	11,682
Portland-Vancouver-Hillsboro, OR-WA MSA	1,927,881	1.45%	2,226,009	1.31%	2,438,192	1.25%	2,595,007

As shown in the previous table, Oregon and Washington have displayed reasonably similar growth patterns and both are expected to exceed the growth rates of the overall US over the next five years. However, in general the State of Washington has grown at a slightly higher rate and is projected to continue growing at a slightly higher rate. In the Portland-Vancouver MSA, the growth rates are mixed with Columbia County projected to essentially have little growth through 2022. Similarly, Yamhill County and Skamania County (Washington) are project to have slow growth through 2022. While Clark County (Washington) and

Washington County (Oregon) are projected to have the highest rates of growth through 2022.

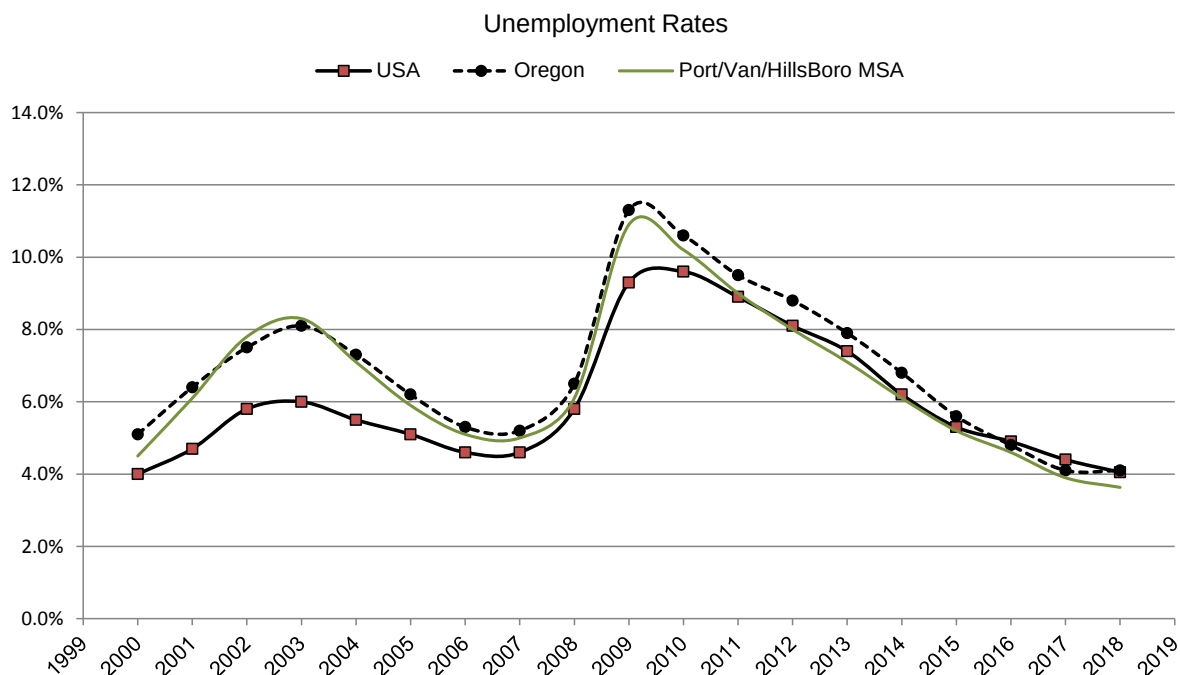
Economic Data

Early in its history, the Portland MSA economy was based on the Columbia and Willamette Rivers and their access to the Pacific Ocean. The town was a supply hub for area farming communities and a regional shipping center. The deep, fresh-water port helped the city establish itself as an important part of the growing lumber industry, and a number of manufacturing concerns settled there because of the ease of transportation. Today, Portland is the third largest export tonnage port on the West Coast.

Since the recovery, the Portland metropolitan area continues to add jobs and over the last 5 years have added jobs at a rate slightly above the state average. As growth prospects improve for the underlying economy, and with all of Oregon's regions adding jobs, growth is likely to pick up.

Employment Statistics

Oregon's unemployment rate was 4.1% in March 2018, unchanged from one year earlier. Likewise the unemployment in the Portland-Vancouver-Hillsboro MSA was 3.7% in March 2018 versus approximately 3.7% in March 2017. In general, the current unemployment rates for the US are near the lows seen in the pre-recession period of 2006 and 2007 and within the Portland PMSA, they are below the previous lows.



Employment Trends

The following chart summarizes nonfarm employment trends in Oregon and the Portland Metro area. Employment has grown 17.0% over the last seven years within the State of Oregon while employment has grown at a higher rate in the Portland Metro area at 19.8%.

As the labor market becomes tight, job growth must slow, as there is no longer a large, available employment pool because most everyone already is employed. Over the last two years, annual job growth has started to cool with 2.4% growth in 2017, down from 3.0% in 2016 and 3.4% in 2015. Over the last seven years, annual job growth has averaged about 2.8% in the Portland Metro area.

Sectors with the highest growth rate include natural resources and mining, construction, and professional and business services. The growth of these sectors is undoubtedly linked to improvement in the real estate markets over the last five years.

Employment by Industry Trends

	State of Oregon					Portland-Vancouver MSA				
	2010	% Total	2017	% Total	2010-17 % Change	2010	% Total	2017	% Total	2010-17 % Change
Total nonfarm employment	1,601,333	100.0%	1,873,025	100.0%	17.0%	979,200	100.0%	1,172,900	100.0%	19.8%
Total private	1,301,775	81.3%	1,564,150	83.5%	20.2%	831,800	84.9%	1,016,700	86.7%	22.2%
Mining, logging, and construction	73,942	4.6%	104,658	5.6%	41.5%	46,700	4.8%	68,200	5.8%	46.0%
Mining and logging	6,325	0.4%	7,017	0.4%	10.9%	1,100	0.1%	1,300	0.1%	18.2%
Construction	67,617	4.2%	97,642	5.2%	44.4%	45,600	4.7%	66,900	5.7%	46.7%
Manufacturing	163,875	10.2%	189,767	10.1%	15.8%	107,100	10.9%	123,200	10.5%	15.0%
Durable goods	114,925	7.2%	131,542	7.0%	14.5%	79,700	8.1%	90,500	7.7%	13.6%
Nondurable goods	48,950	3.1%	58,225	3.1%	18.9%	27,400	2.8%	32,800	2.8%	19.7%
Trade, transportation, and utilities	303,750	19.0%	350,667	18.7%	15.4%	185,400	18.9%	215,800	18.4%	16.4%
Wholesale trade	67,058	4.2%	76,692	4.1%	14.4%	50,100	5.1%	57,300	4.9%	14.4%
Retail trade	184,167	11.5%	210,883	11.3%	14.5%	102,000	10.4%	118,900	10.1%	16.6%
Transportation, warehousing, and utilities	52,525	3.3%	63,092	3.4%	20.1%	33,400	3.4%	39,500	3.4%	18.3%
Information	31,725	2.0%	34,133	1.8%	7.6%	22,700	2.3%	25,700	2.2%	13.2%
Financial activities	93,192	5.8%	99,625	5.3%	6.9%	62,200	6.4%	70,300	6.0%	13.0%
Finance and insurance	56,025	3.5%	57,442	3.1%	2.5%	40,100	4.1%	43,100	3.7%	7.5%
Real estate and rental and leasing	37,167	2.3%	42,183	2.3%	13.5%	22,100	2.3%	27,200	2.3%	23.1%
Professional and business services	188,483	11.8%	243,267	13.0%	29.1%	136,100	13.9%	180,600	15.4%	32.7%
Professional and technical services	71,108	4.4%	94,650	5.1%	33.1%	54,000	5.5%	74,900	6.4%	38.7%
Management of companies and enterprises	35,125	2.2%	47,083	2.5%	34.0%	27,900	2.8%	39,800	3.4%	42.7%
Administrative and waste services	82,250	5.1%	101,533	5.4%	23.4%	54,100	5.5%	65,900	5.6%	21.8%
Education and health services	227,875	14.2%	272,583	14.6%	19.6%	142,400	14.5%	169,300	14.4%	18.9%
Educational services	31,817	2.0%	35,892	1.9%	12.8%	25,100	2.6%	28,300	2.4%	12.7%
Health care and social assistance	196,058	12.2%	236,692	12.6%	20.7%	117,300	12.0%	141,000	12.0%	20.2%
Leisure and hospitality	162,383	10.1%	206,058	11.0%	26.9%	94,600	9.7%	122,100	10.4%	29.1%
Arts, entertainment, and recreation	21,433	1.3%	26,833	1.4%	25.2%	13,700	1.4%	17,300	1.5%	26.3%
Accommodation and food services	140,950	8.8%	179,225	9.6%	27.2%	80,900	8.3%	104,800	8.9%	29.5%
Other services	56,558	3.5%	63,458	3.4%	12.2%	34,800	3.6%	41,500	3.5%	19.3%
Government	299,558	18.7%	308,875	16.5%	3.1%	147,400	15.1%	156,200	13.3%	6.0%
Federal government	30,533	1.9%	28,167	1.5%	-7.8%	18,600	1.9%	18,200	1.6%	-2.2%
State government	79,650	5.0%	56,350	3.0%	-29.3%	22,800	2.3%	19,700	1.7%	-13.6%
Local government	189,375	11.8%	224,358	12.0%	18.5%	106,000	10.8%	118,400	10.1%	11.7%

State and National Economic Forecast

% Change	2018 - Quarterly				Annual				
	Q1	Q2	Q3	Q4	2016	2017	2018	2019	2020
Oregon									
Total Nonfarm Employment	2.2	2.4	2.3	2.4	2.9	2.1	2.1	2.1	1.1
Wage & Salaries	4.6	4.4	4.1	4.0	2.3	2.1	4.2	4.1	4.0
Personal Income	4.1	4.6	4.2	4.3	2.6	2.1	4.0	4.3	3.9
Population	1.3	1.5	1.7	1.3	1.5	1.6	1.5	1.4	1.3
United States									
Total Nonfarm Employment	1.6	1.4	1.3	1.3	1.8	1.5	1.4	1.1	1.0
Wage & Salaries	3.9	4.3	4.4	4.5	2.9	3.1	4.3	4.2	4.3
Personal Income	5.4	4.8	4.7	4.6	2.4	3.1	4.5	4.6	4.6
Population	0.8	0.8	0.8	0.8	0.8	0.8	0.8	0.8	0.8

Oregon Office of Economic Analysis - March 2018 Forecast

TOP EMPLOYERS

The largest MSA in Oregon provides a wide variety of employment options, with a long-term trend of slowly moving away from the traditional natural resource-based economy. The following employers are the largest in the Portland Metropolitan Area:

Largest Employers - Portland Metro Area				
Rank	Name	Local Employees	Industry	Headquarters
1	Intel	18,600	Computer Hardware	Santa Clara, Ca
2	Providence Health & Services	16,139	Government	Renton, WA
3	Oregon Health & Science University	14,963	Health Care	Portland, OR
4	Kaiser Permanente Northwest	11,898	Health Care	Portland, OR
5	Fred Meyer	10,813	Retail Grocery	Cincinnati, OH
6	Legacy Health System	8,700	Health Care	Portland, OR
7	Nike Inc.	8,500	Apparel Design and Manufacturing	Beaverton, OR
8	Portland Public Schools	6,135	Public K-12 Education	Portland, OR
9	Multnomah County	5,995	Government	Portland, OR
10	City of Portland	5,481	Government	Beaverton, OR
11	Beaverton School District	4,637	Public K-12 Education	Beaverton, OR
12	Wells Fargo	4,527	Banking	San Francisco, CA
13	PeaceHealth Southwest Medical Center	4,446	Health Care	Vancouver, WA
14	Portland Community College	3,906	Public Community College	Portland, OR
15	U.S. Bank	3,757	Banking	Minneapolis, MN

Source: Portland Business Journal 2016 Book of Lists

The top private employers in the region come from a diverse group of companies, from health care to financial institutions and from grocery chains to technology related companies. Intel employs more workers in the Portland region than any other market in the world. It is noted however that the federal, county and city governments are a substantial employment sector within the area.

HOSPITALS

There are 19 hospitals in the Portland Metro Area providing a wide variety of health care services to the surrounding community.

#	County	City	State	Name	Licensed Beds
1	Clackamas	Clackamas	OR	Kaiser Sunnyside Medical Center	196
2	Clackamas	Oregon City	OR	Providence Willamette Falls Medical Center	143
3	Clackamas	Tualatin	OR	Legacy Meridian Park Hospital	150
4	Multnomah	Gresham	OR	Legacy Mount Hood Medical Center	115
5	Multnomah	Portland	OR	Adventist Medical Center	302
6	Multnomah	Portland	OR	Doernbecher Children's Hospital	
7	Multnomah	Portland	OR	Legacy Emanuel Medical Center	554
8	Multnomah	Portland	OR	Legacy Good Samaritan Medical Center	539
9	Multnomah	Portland	OR	Oregon Health & Science University Hosp	560
10	Multnomah	Portland	OR	Providence Portland Medical Center	483
11	Multnomah	Portland	OR	Portland Shriners Hospital	
12	Multnomah	Portland	OR	Veterans Affairs Medical Center	
13	Washington	Forest Grove	OR	Tuality Forest Grove Hospital	215
14	Washington	Hillsboro	OR	Kaiser Westside Medical Center	126
15	Washington	Hillsboro	OR	Tuality Community Hospital	215
16	Washington	Portland	OR	Providence St. Vincent Medical Center	552
17	Yamhill	Newberg	OR	Providence Newberg Medical Center	40
18	Clark	Vancouver	WA	PeaceHealth Southwest Medical Center	450
19	Clark	Vancouver	WA	Legacy Salmon Creek Hospital	194



Shopping Malls/Centers

The following are shopping mall and shopping centers in the Portland PMSA. In general retail goods and services are abundant in the Portland Metro Area.

#	Shopping Mall / Center	City	Year Opened	SF	Stores
1	Bridgeport Village	Tigard	2005	465,000	82
2	Cascade Station	NE Portland	2007	800,000	43
3	Cedar Hills Crossing	Beaverton	1969	750,000	60
4	Clackamas Town Center	Clackamas	1981	1,230,000	172
5	Clackamas Promenade	Clackamas	1989	428,373	41
6	Eastport Plaza	SE Portland	1960	406,661	45
7	Jantzen Beach Center	N Portland	1972	684,543	39
8	Lloyd Center	NE Portland	1960	1,472,000	178
9	Mall 205	SE Portland	1970	477,000	40
10	Pioneer Place	Portland	1990	369,000	61
11	The Streets of Tanasbourne	Hillsboro	2004	368,000	41
12	Sunset Esplanade	Hillsboro	1989	362,874	35
13	Washington Square	Tigard	1973	1,458,734	170
14	Westfield	Vancouver	1977	883,000	140
15	Hazel Dell Towne Center	Vancouver	2004	388,081	36
16	Vancouver Plaza	Vancouver	1988	621,953	33



Education

The Portland Metra area has a diverse group of colleges and universities including Lewis & Clark College, Willamette University, Reed College, University of Portland, Portland Community College, Art Institute of Portland, Oregon Health and Science University Portland State University, Pacific University, Linfield College, George Fox University, Clackamas Community College, Mount Hood Community College, Clark College etc. In general, there is considerable opportunity for post high school education in the area.

Transportation

PUBLIC

While the Portland area suffers from rush-hour traffic congestion on major freeways and state highways, the area benefits from an extensive public transportation network. The TriMet bus system covers the city and its suburbs thoroughly. TriMet's 52-mile MAX (Metropolitan Area Express) offers light rail service throughout the metropolitan area. Since 2001, the Portland Streetcar has been serving the downtown and NW areas of Portland. With a recent expansion, it serves 9.35 miles and covers the Lloyd District and Central Eastside Industrial District as well. Portland Union Station is served by three scheduled Amtrak intercity passenger trains. These passenger trains link Portland with Seattle, Vancouver, B.C., and Eugene daily.

AIR & FREIGHT

Twenty minutes northeast of downtown Portland is the Portland International Airport (PDX), which has topped Conde Nast Traveler's ranking of the best U.S. airports and achieved the nation's highest marks for security, comfort, and design. Guidance of the airport falls to the Port of Portland, which also administers operations at two general-aviation airports: Hillsboro and Troutdale.

FREEWAY NETWORK

The Portland-Vancouver Metropolitan Statistical Area is serviced by a large network of freeways and state highways including I-5, which runs in a north/south direction through the Willamette Valley of Oregon, extending from California to Canada.

I-84 links with I-5 near the downtown area of Portland and runs in an east/west manner, east to Idaho. The I-205 loop traverses the Greater Portland Area east of I-5, through the areas of West Linn to the south, Oregon City, Gladstone, Johnson City, Clackamas, Happy Valley and SE and NE Portland. The freeway travels north across the Columbia River to the Washington communities of Ellsworth, Vancouver and Walnut Grove, finally linking back up with I-5 north of Vancouver.

I-405 covers the area west of the Willamette River, linking with I-5 at the southern and northern ends of downtown Portland. Various state

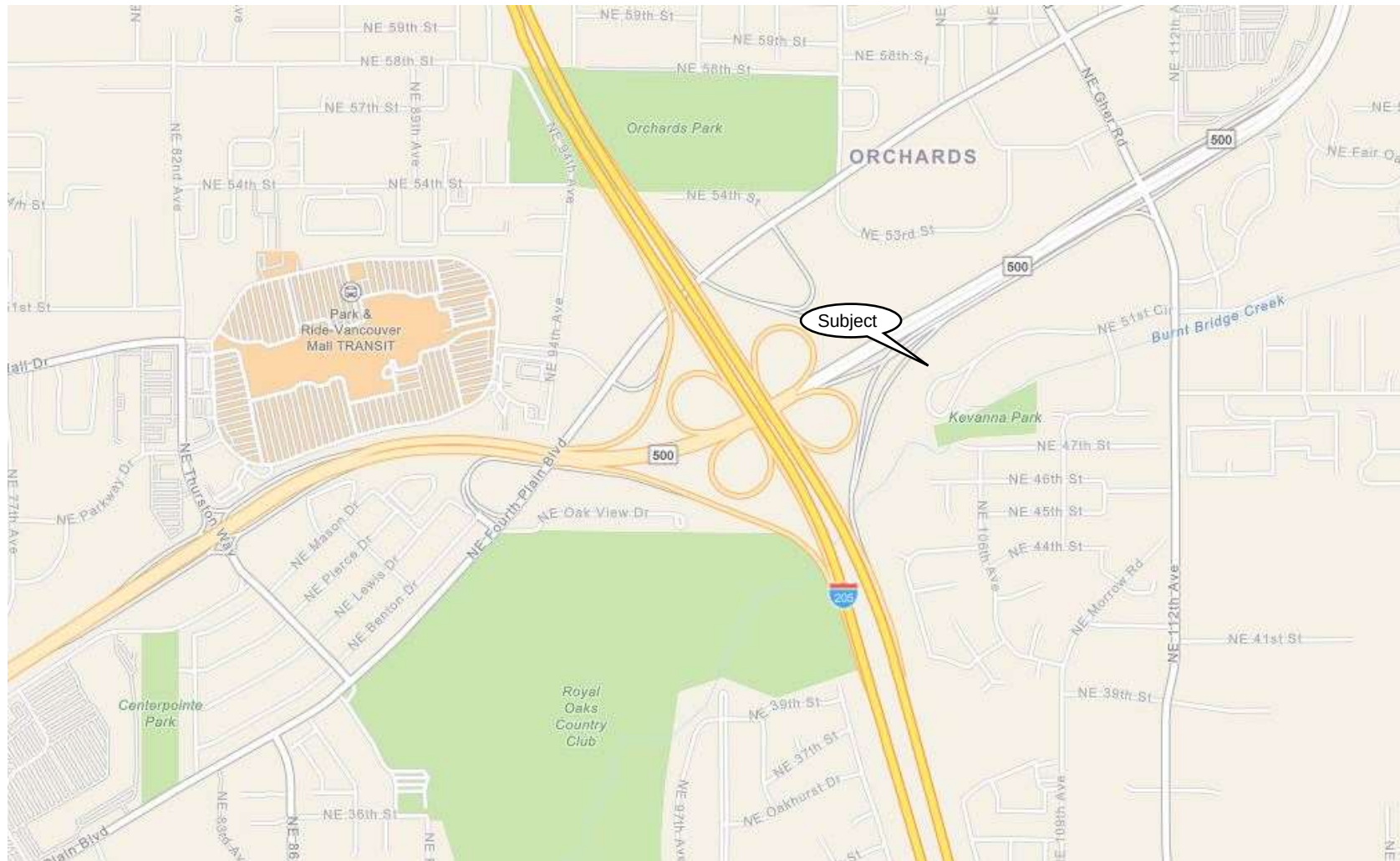
routes link the MSA with surrounding areas, including Highways 26 (west and southeast), 30 (northwest), and Oregon Route 217 (connects Highway 26 with I-5). Washington State Route 14 travels along the northern banks of the Columbia River from downtown Vancouver east to Camas and Washougal.

Summary

Oregon and the Portland Metro area is a desirable living environment due to its easy access to recreation, good transportation infrastructure, the availability of a skilled workforce, and a reasonably low cost of living.

In Oregon, the economic growth the state began to experience in 2013 has continued through 2017. This improvement was largely expected as the construction industry strengthened in both housing and commercial sectors and the need for professional and business services increased. Additionally most of the other sectors expanded but at a more moderate rate. While the rate of growth for some counties remains low most regions of the state are experiencing gains today. In general, the market is expected to continue improving with the greater US economy as positive trends in employment and population growth spur economic expansion.

Neighborhood & Competitive Market

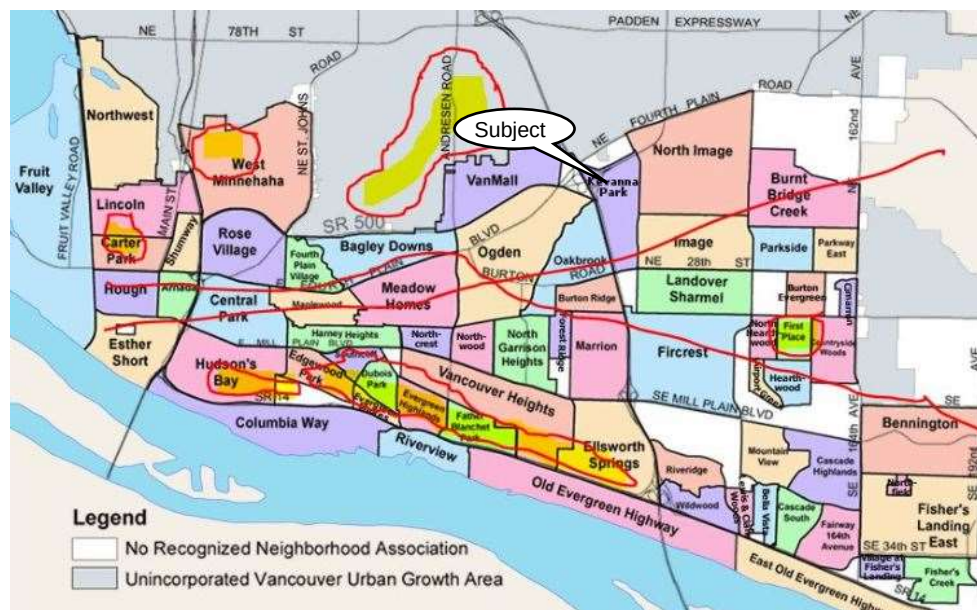


Expanded Neighborhood Map

Neighborhood & Competitive Market

Introduction

The subject is located in northern Vancouver within the Kevanna Park neighborhood, as shown in the following map. The City of Vancouver is divided by designated neighborhoods. The northern boundary of the neighboring planning district, the North neighborhood, is NE Fourth Plain Boulevard and the northern corporate boundary of Vancouver. The subject's neighborhood centers on Kevanna Park, a wooded 6.3-acre park located along Burnt Bridge Creek. The area consists mainly of single-family homes, a few apartment complexes, and commercial and light industrial uses along the major arterial frontages. South of the subject's location are several relatively new multifamily projects. As the trend continues, this use will likely extend north, shifting the character of the neighborhood to a more densely populated area. The largest new projects in this greater area are Four Seasons Central with 156 units completed in early 2018 and Overlook Park with 154 units completed in 2013. This change has created some neighborhood concern over traffic and the lack of buffers between land uses.



Access

The city is served by Interstate 5 (I-5), the region's primary north-south interstate highway, and Interstate 205 (I-205), a bypass route through central and eastern Vancouver; State Route 500, which bisects the city between I-5 and I-205; and State Route 14, which connects Vancouver with suburban and rural communities along the Columbia River. The subject's location is east of I-205 near its SR-500 interchange.

No.	Description
A	Westfield Vancouver Mall
B	Covington Middle School
C	Image Elementary School
D	Orchards Park
E	Royal Oaks Golf & Country Club
F	Kevanna Park
G	Washington State Patrol

Kidder Mathews
Valuation Advisory Services

The greater Vancouver area is part of the Portland/Hillsboro/Vancouver MSA. The Vancouver portion of the market includes south Clark County, those portions of the greater market on the north side (the Washington side) of the Columbia River. The Vancouver market is divided into two portions – West and East. The subject is in the East Vancouver portion of this market, but is near its western boundary.

**Immediate
Neighborhood
Boundaries**

The East Vancouver Market is generally describes as being east of Andresen Road. It extends as far north as NE Lucia Falls Road and includes Battleground. To the east, the boundary extends into a small portion of Skamania County but for analysis, data collected and used stops at the county line. To the south, the boundary is the Columbia River. The character of this market is described in more detail in the following section.

Apartment Market Analysis

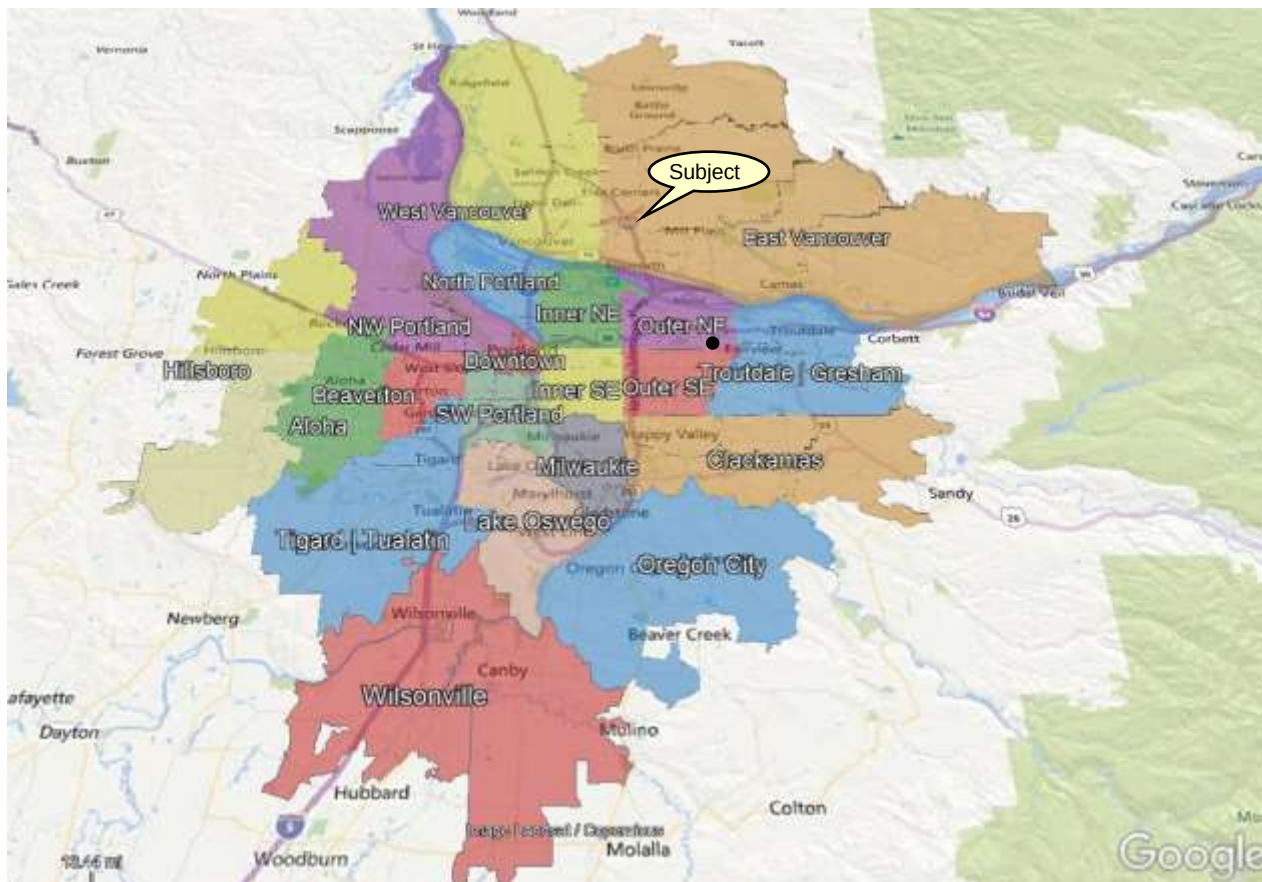
Apartment Market Analysis

Introduction

The following apartment multifamily metrics are based on several sources including CoStar (inventory) and the Metro Multifamily Housing Association (MMHA) Apartment Report (rent and vacancy trends). MMHA surveys their members and other participating properties throughout the greater Portland Metropolitan area twice a year, in the spring (March) and in the fall (September). The most recent information available at this time is their *Multifamily NW Spring 2018 Apartment Report*.

Portland Metro Submarkets

The subject is located within the western portion of the East Vancouver submarket as defined by the MMHA. This market is directly competitive with the West Vancouver. Because of the Columbia River, it is far less competitive with markets in other parts of the Portland Metro area such as the North Portland, Inner Northeast, and Outer Northeast markets as shown on the following map.



Regional Overview

According to the Multifamily NW Spring 2018 Apartment Report, vacancy is up, rents are down from historic high levels, and new units keep getting delivered. The Portland area is in the midst of one of the strongest economies and building cycles in decades, and the trends bode well for improving affordability in the apartment market. Prospective residents who can afford the higher rent rates in new projects, are no longer competing with prospects for class B and C apartments. With increasingly less competition for lower priced units, availability for affordable units is on the rise. New multifamily development has created a more balanced market, as supply meets demand. The construction pipeline has over 40,000 units slated. However, with market conditions weakening, new inclusionary zoning regulations in Portland, and construction costs escalating, it's expected that some projects will never be delivered.

The Portland area unemployment rate is still seeing record lows, and household income growth is strong. Average operating expenses per unit have increased 6% year over year, as rent growth has stalled, putting downward pressure on net operating income. For-sale inventory for apartments remains low, as demand remains high. The number of closed transactions in Portland Metro continues to decrease. Only 62 closed sales in 1Q2018, compared to over 100 in each of the three previous quarters. Cap rates are also declining, averaging 5.15% in 1Q2018. The median price per unit in 1Q2018 was \$152,000 and the median price per square foot was \$171.



Vacancy Trends

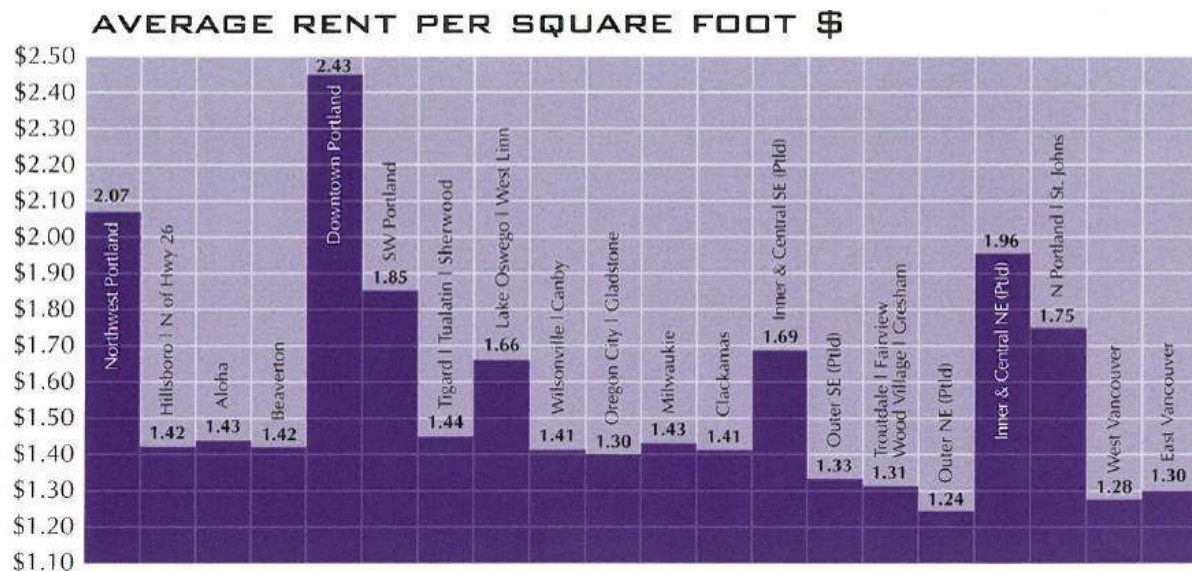
The Portland/Vancouver vacancy factor increased by 48 basis points from Fall 2017, and currently stands at 4.9%. The Outer Northeast, Troutdale and North Portland/St. Johns areas have the lowest vacancy factors, all below 4%. Downtown is pushing close to 7% vacant, followed by Northwest and Clackamas, with vacancy over 6%. Two-bedroom,

townhouse style units have the best occupancy of all unit types, with average vacancy of 3.9%. Studio units have the highest vacancy of 5.75%.

Please note that this survey excludes new projects in the lease-up phase that haven't reached stability. Numerous sources are reporting slower than anticipated absorption, increasingly aggressive concessions and competition in many close-in neighborhoods.

Rent Trends

Total average rent rates have declined for the first time since 2010. Seven of the 20 areas surveyed experienced rent declines, while most of the remaining areas stayed the same, or had minimal increases. Two areas that saw stronger increases were Lake Oswego, with an 8% bump, and Inner and Central Northeast, with a 7% bump. Aloha and Wilsonville led the declining areas, with 3% reductions. There is no question that overall rent growth in the Metro area has peaked. Projections of 4% or 5% rent growth for 2018 are starting to look overly optimistic.



Average rent per square foot for all areas combined is \$1.56/ The Downtown core continues to have the highest rates at \$2.43, with NW Portland coming in second at \$2.07. Outer NE Portland and West Vancouver have the lowest rates, at \$1.24 and \$1.28, respectively.

APARTMENT MARKET OVERVIEW

Construction Activity*	Before 2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	YTD	Forecast			
														2018	2019	2020	2021
Portland Regional	150,390	1,525	2,139	3,098	832	435	1,910	3,193	3,939	4,005	5,708	4,726	2,156	5,978	4,746	3,815	3,794
Portland - Urban	45,978	63	1,105	2,155	324	31	627	1,313	1,750	3,090	3,932	2,369	1,270	2,283	4,144	2,412	2,594
Outlying - South & East	43,393	565	304	232	240	302	591	331	476	6	108	1,073	238	409	113	277	338
Outlying - West	38,682	533	48	330	217	102	370	823	937	581	809	427	300	816	185	310	351
Vancouver/WA State	22,337	364	682	381	51	-	322	726	776	328	859	857	348	314	304	816	511

*Deliveries net of conversions and demolitions

Source: CoStar

Inventory (Net of Conversions)* / Vacancy History														
	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	YTD	
Portland Regional	150,390	151,915	154,054	157,152	157,984	158,419	160,329	163,522	167,461	171,466	177,174	181,900	184,056	
Market Vacancy	4.0%	4.3%	5.6%	6.3%	4.9%	5.2%	5.5%	5.2%	4.6%	4.9%	6.3%	6.1%	6.2%	
Portland - Urban	45,978	46,041	47,146	49,301	49,625	49,656	50,283	51,596	53,346	56,436	60,368	62,737	64,007	
Market Vacancy	3.8%	3.7%	5.4%	6.6%	5.0%	5.0%	5.4%	5.4%	5.1%	5.8%	8.5%	7.2%	7.3%	
Downtown Portland	5,122	5,133	5,589	6,428	6,407	6,407	6,617	6,617	6,782	7,905	8,691	9,088	9,480	
North Portland	1,830	1,830	1,818	1,898	2,089	2,094	2,100	2,187	2,595	2,842	2,932	3,035	3,035	
Northeast Portland	2,901	2,913	3,091	3,095	3,185	3,211	3,296	3,603	3,916	4,218	4,859	4,969	5,021	
Central Northeast	3,588	3,588	3,474	3,513	3,513	3,513	3,571	3,618	3,668	3,743	3,816	3,866	3,866	
East Portland	8,831	8,851	8,981	9,133	9,163	9,163	9,210	9,210	9,222	9,337	9,487	9,487	9,541	
Southeast Portland	12,151	12,151	12,289	12,367	12,401	12,401	12,477	12,951	13,826	14,209	14,970	16,013	16,457	
Southwest Portland	3,846	3,846	4,175	4,762	4,762	4,762	4,791	4,935	4,947	5,064	5,887	6,197	6,261	
Northwest Portland	7,709	7,729	7,729	8,105	8,105	8,105	8,227	8,562	8,798	9,365	9,816	10,185	10,346	
Outlying - South & East	43,393	43,958	44,262	44,494	44,734	45,036	45,627	45,958	46,434	46,440	46,548	47,621	47,859	
Market Vacancy	3.9%	4.5%	5.4%	6.4%	5.4%	5.4%	5.6%	4.8%	4.2%	4.3%	4.9%	5.4%	5.2%	
Outlying - West	38,682	39,215	39,263	39,593	39,810	39,912	40,282	41,105	42,042	42,623	43,432	43,859	44,159	
Market Vacancy	4.7%	4.8%	5.8%	6.1%	4.5%	5.3%	5.6%	5.7%	4.6%	4.6%	5.9%	6.0%	5.9%	
Vancouver/WA State	22,337	22,701	23,383	23,764	23,815	23,815	24,137	24,863	25,639	25,967	26,826	27,683	28,031	
% of Total	14.9%	14.9%	15.2%	15.1%	15.1%	15.0%	15.1%	15.2%	15.3%	15.1%	15.1%	15.2%	15.2%	
Market Vacancy	3.6%	4.2%	6.2%	6.1%	4.7%	5.2%	5.3%	4.9%	4.2%	4.3%	4.5%	5.0%	5.5%	

*Source: CoStar

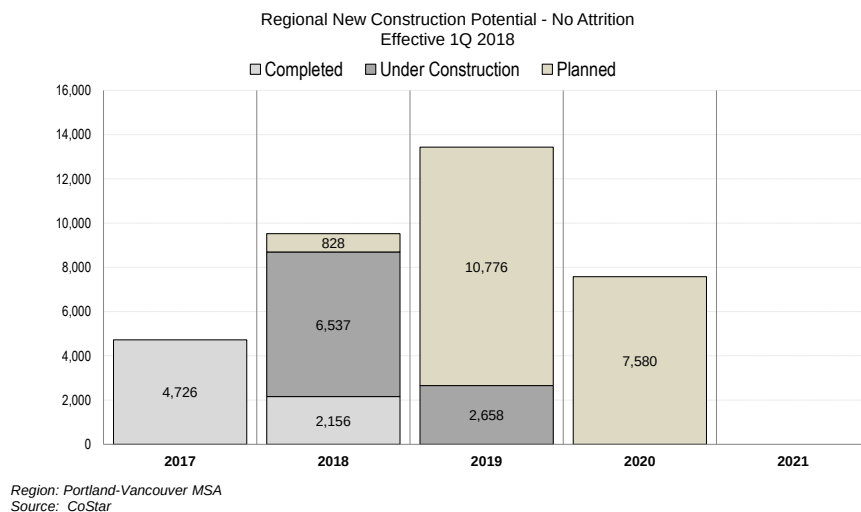
Absorption History													
	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	YTD	
Portland Regional	1,043	(9)	1,808	3,011	(43)	1,396	3,404	4,853	3,307	2,950	4,738	1,996	
Portland - Urban	96	244	1,454	1,117	21	390	1,234	1,830	2,516	2,098	2,990	1,123	
Outlying - South & East	265	(115)	(221)	700	249	497	652	746	(21)	(170)	745	347	
Outlying - West	473	(320)	177	825	(204)	228	735	1,357	527	239	330	340	
Vancouver/WA State	209	182	398	367	(109)	281	783	920	285	784	673	187	

Source: CoStar, County records, adjusted by known projects not included in CoStar

Market Conditions Over 10% of all properties regionally are offering rental incentives. This has nearly doubled since the Fall report. Concessions are no longer limited to new lease-ups, but have become more prevalent in stabilized properties across the region. The average number of days that a unit will stay vacant for the entire Metro area is 35. East Vancouver is 56 days, Aloha is 63 days, and Clackamas, with 91 days, is particularly slow for re-renting. The Outer Southeast and Northeast areas enjoy the quickest turnover times of 17 days or less. (They also have some of the lowest rents in the area.)

Operating Expenses This Multifamily *NW Apartment Report* includes the annual survey of apartment operating expenses. The numbers are derived from 2017 year-end operating statements at 104 stabilized properties, representing 6,578 units throughout the Portland Metro area. Newer garden style apartments in Washington County have the highest per unit expenses at \$6,536, while garden style units in Multnomah County have the lowest per unit expenses of \$4,359. Property taxes average \$1,203 per unit. Insurance expenses average \$218 per unit, and total expenses average \$5,562, up 6% from \$5,255 one year ago.

Regional Inventory According to current CoStar figures, there are about 184,000 market rate units regionally as shown on the previous table. Of these, about 64,000 (about 35% of the regional inventory) are located within the Urban-Portland submarkets, which roughly corresponds to the City of Portland. An analysis of the CoStar pipeline database indicates the following estimates of units currently under construction and proposed through 2021.



Pipeline Trends

There are currently an estimated 9,195 units under construction and 19,184 units tracked as proposed with potential for delivery by 2020, though proposed deliveries carry a wide margin of uncertainty. Combined, CoStar estimates the construction pipeline at nearly 28,400 units through 2020. The compares with the Multifamily *NW Spring 2018 Apartment Report*, that estimates the pipeline at over 40,000 units and a recent report by Johnson Economics, which estimates the pipeline at nearly 43,737 units through 2021.



As shown above, if the roughly 16,000 proposed projects in 2021 were excluded, the Johnson Economics pipeline total would be about 27,700 – similar to the CoStar total through 2020.

Pipeline Trends

As described earlier, the Johnson Economics apartment pipeline currently includes a total of 43,737 units. During the fourth quarter, 17 new projects were added to the pipeline database with roughly 1,800 units, while 21 projects with 1,400 units were completed. The greatest pipeline increase over the quarter was on the Close-in Westside, roughly equivalent to the urban portion of West Portland. The pipeline in this submarket increased by nearly 1,600 units over the quarter, bringing its total to over 12,000 units (28% of the regional pipeline). Three new projects with pre-application conferences were added, including a 296-unit project in Goose Hollow, and a 150-unit complex in the Pearl District. If these move on to file formal land use applications, they will be the first 20+ unit proposals in Portland since the inclusionary zoning mandate took effect in February.

Capacity constraints in the construction industry and at planning and building departments have caused projects to move more slowly through the pipeline. Based on preliminary delivery estimates for projects currently in the pipeline, the output is likely to increase over the coming year. However, with softening market fundamentals, we expect many of the projects to be shelved or scrapped. Therefore, it is expected that these estimates will be revised in future reports.

The following chart illustrates the regional market impacts if new supply over the next five years is limited to 6,000 units per year and net absorption stays at 4,600 units, which is the 2017 average of Multifamily NW and CoStar calculations. We also average the two datasets for historical occupancy and rent growth rates. The scenario suggests a vacancy rate of above 6% in 2019 and above 7% in 2021. Based on the historical relationship between vacancy and rent growth, this should lead to flat rent growth by 2019, and rent declines in following years.



Millennials

Future apartment absorption in the Portland Metro area is heavily dependent on the housing preferences of the two largest generational cohorts: the baby boomers and the millennials. Millennials have been credited for much of the surge in apartment demand in recent years, and the question is whether this cohort will continue to drive demand, or if they are ready to move into ownership housing.

If the cusp of the millennial wave currently is 27 to 28 years old, we can assume that the wave of millennial move-outs (household formation) is already behind us. Though research has shown that millennials tend to live

with their parents longer than previous generations, even after they have become financially able to form their own households, the large majority are out by the time they are 27. A national study from 2014 revealed that nearly 80% of early millennials (born 1980-1984) were moved out before turning 27. In fact, 90% had moved out (78% by age 23), but many were at some point forced to move back in due to economic hardship in the wake of the 2008 recession (the respondents reached age 27 between 2007 and 2011).

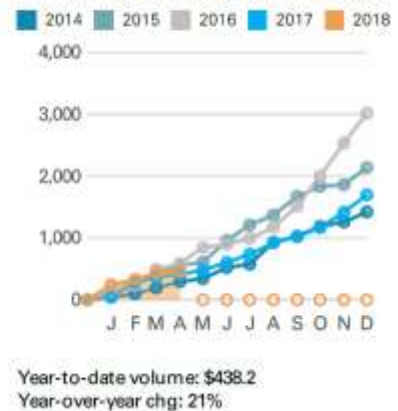
Investment Activity

The following investment trends are based on Real Capital Analytics, Trends & Trades report for 2Q 2018 to date. Sales volume hit a record peak in 2016 at about three billion in transaction activity, then dropped off significantly in 2017 – mostly a result of lack of inventory; however this is beginning to change. Year to date sales volume is up 21% over the same period last year. A combination of factors is causing owners who have plans to sell, to think about doing it now. These include flattening rents, increased concessions, more vacancy and higher operating costs (especially taxes).

Current Market Statistics

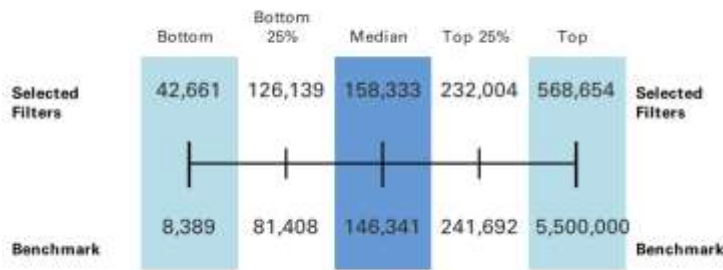
	Q2 '18 to Date	Deals Pending	Combined Total	Last Quarter
Vol (\$m)	23.5		23.5	438.2
# Props	4		4	30
Total sf	250		250	2,070
Avg Price/unit*	94,067		94,067	205,724
Avg Cap Rate*				4.7%

Cumulative Monthly Volume (\$m)



Over the past 12-months, the median price per unit in the Portland MSA was \$158,333 unit with a median capitalization rate of 5.3%. The following graphic shows the quartile distribution including the bottom and top 25%.

Price (\$ per units) | Quartile Distribution



Data based on prior 12 months.

Cap Rate (Yield) | Quartile Distribution

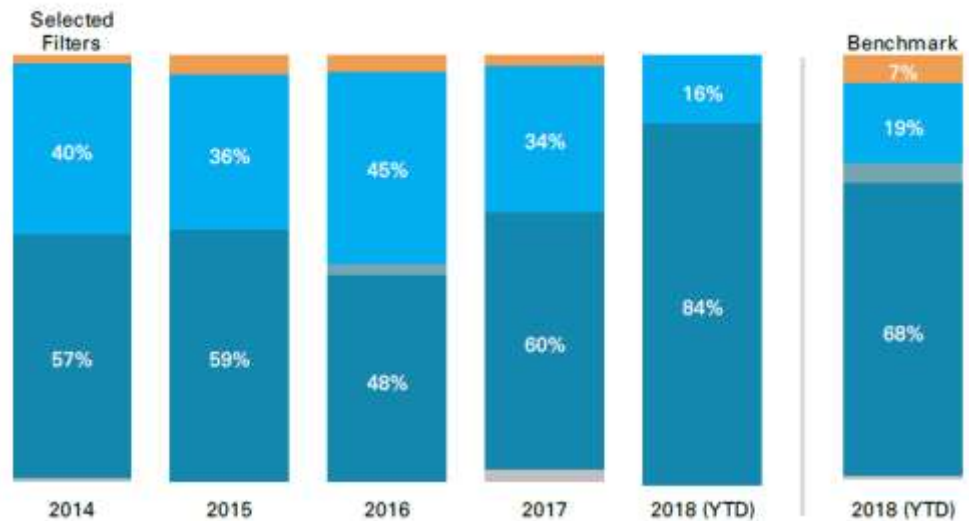


Data based on prior 12 months.

The ratio of institutional buyers has decreased from 45% in 2016 to 34% in 2017 and 16% of total sales volume YTD in 2018. The majority of buyers so far in 2018 are private buyers, whose share increased from 60% last year to 84% year to date.

Buyer Types

■ Cross-Border
 ■ Institutional
 ■ Public Listed/REITs
 ■ Private
 ■ User/Other

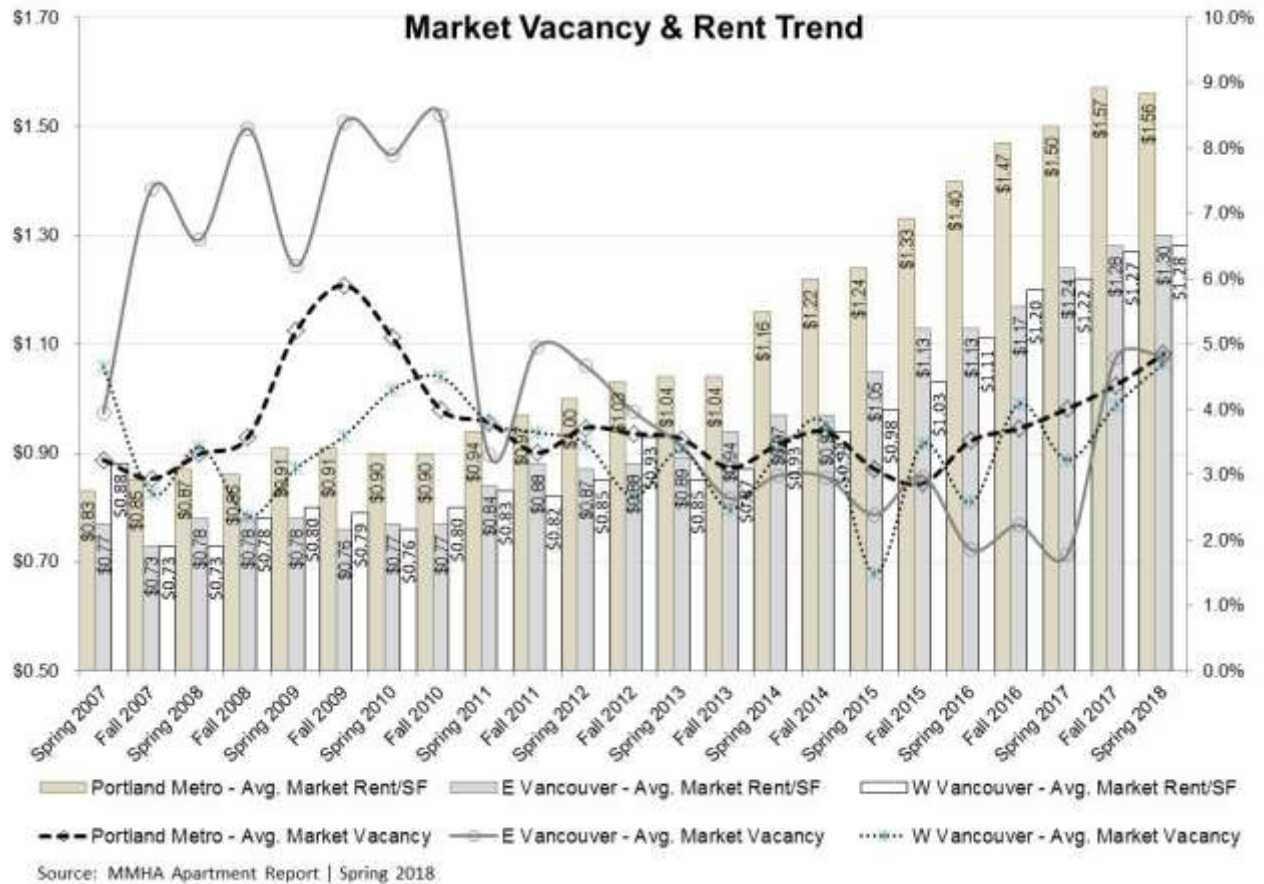


Vancouver Sub-market Apartment Market Analysis

Vacancy and rent trends for the subject's Vancouver East and competitive submarkets – Vancouver West and those in north Portland - are summarized in the following graph and tables.



East and West Vancouver Market Boundaries



Submarket Inventory (Units Surveyed)- Spring 2018

	Downtown		Inner-	Inner-	N Portland -	Vancouver E	Vancouver	Outer NE	Metro
Floorplan	Portland	NW Portland	Central SE	Central NE	St John		W	Portland	Portland
Studios	740	969	457	579	144	85	47	16	4,018
1-Bed/1-Bath	936	2,363	1,607	1,380	275	698	772	555	19,479
2-Bed/1-Bath	84	540	1,017	494	205	702	832	741	13,548
2-Bed/2-Bath	152	1,306	163	97	57	913	1,057	248	13,795
2-Bed/2-Bath TH	15	87	214	68	24	168	217	34	2,465
3-Bed/1-Bath	1	38	46	87	9	0	16	12	703
3-Bed/2-Bath	8	150	21	30	1	363	220	162	3,980
Total	1,936	5,453	3,525	2,735	715	2,929	3,161	1,768	57,988

Submarket Vacancy - Spring 2018

Floorplan	Downtown Portland	NW Portland	Inner- Central SE	Inner- Central NE	N Portland - St John	Vancouver E	Vancouver W	Outer NE Portland	Metro Portland
Studios	5.7%	6.9%	5.5%	4.5%	4.2%	5.9%	4.7%	0.0%	5.8%
1-Bed/1-Bath	7.4%	6.3%	5.1%	3.9%	4.6%	4.9%	0.0%	3.2%	4.8%
2-Bed/1-Bath	2.4%	6.5%	4.7%	5.1%	1.4%	5.1%	3.4%	3.5%	4.3%
2-Bed/2-Bath	11.2%	6.8%	5.5%	7.2%	8.8%	4.6%	3.5%	4.0%	5.4%
2-Bed/2-Bath TH	20.0%	1.2%	5.1%	4.4%	0.0%	0.6%	7.1%	5.9%	3.9%
3-Bed/1-Bath	0.0%	2.6%	4.4%	0.0%	0.0%	na	0.9%	0.0%	4.8%
3-Bed/2-Bath	12.5%	6.7%	0.0%	16.7%	0.0%	6.3%	12.5%	2.5%	4.7%
Overall Average	6.9%	6.4%	5.0%	5.7%	3.9%	4.8%	4.7%	3.4%	4.9%

Submarket Rent - Spring 2018

Floorplan	Downtown Portland	NW Portland	Inner- Central SE	Inner- Central NE	N Portland - St John	Vancouver E	Vancouver W	Outer NE Portland	Metro Portland
Studios	\$1,071	\$1,241	\$1,063	\$1,221	\$1,179	\$926	\$740	\$746	\$1,115
1-Bed/1-Bath	\$1,481	\$1,509	\$1,129	\$1,181	\$1,160	\$1,014	\$983	\$955	\$1,182
2-Bed/1-Bath	\$1,777	\$1,420	\$1,191	\$1,228	\$1,138	\$1,117	\$1,042	\$1,066	\$1,152
2-Bed/2-Bath	\$2,530	\$1,802	\$1,778	\$2,163	\$2,009	\$1,207	\$1,256	\$1,089	\$1,400
2-Bed/2-Bath TH	\$2,418	\$1,543	\$1,221	\$1,337	\$865	\$1,227	\$1,230	\$1,232	\$1,341
3-Bed/1-Bath	\$1,580	\$1,443	\$1,311	\$800	\$1,119	\$0	\$1,250	\$1,137	\$1,169
3-Bed/2-Bath	\$3,024	\$1,622	\$1,310	\$2,061	\$1,500	\$1,390	\$1,370	\$1,418	\$1,507
Overall Average	\$1,433	\$1,526	\$1,177	\$1,234	\$1,215	\$1,155	\$1,131	\$1,067	\$1,251

Submarket Rent/SF - Spring 2018

Floorplan	Downtown Portland	NW Portland	Inner- Central SE	Inner- Central NE	N Portland - St John	Vancouver E	Vancouver W	Outer NE Portland	Metro Portland
Studios	\$2.65	\$2.61	\$2.53	\$2.56	\$2.37	\$1.92	\$2.00	\$1.68	\$2.47
1-Bed/1-Bath	\$2.30	\$2.18	\$1.73	\$1.96	\$1.70	\$1.45	\$1.44	\$1.34	\$1.75
2-Bed/1-Bath	\$2.21	\$1.61	\$1.39	\$1.51	\$1.41	\$1.25	\$1.25	\$1.21	\$1.34
2-Bed/2-Bath	\$2.39	\$1.78	\$1.67	\$2.06	\$2.12	\$1.21	\$1.21	\$1.11	\$1.39
2-Bed/2-Bath TH	\$2.04	\$1.47	\$1.30	\$1.46	\$0.89	\$1.24	\$1.18	\$1.06	\$1.29
3-Bed/1-Bath	\$1.66	\$1.44	\$1.18	\$0.74	\$1.17	na	\$1.47	\$0.93	\$1.14
3-Bed/2-Bath	\$2.60	\$1.33	\$1.24	\$1.69	\$1.68	\$1.21	\$1.12	\$1.26	\$1.27
Overall Average	\$2.43	\$2.07	\$1.69	\$1.96	\$1.75	\$1.30	\$1.28	\$1.24	\$1.56

Survey Date	Portland Metro Submarket (All Ages)			E Vancouver Subregion (All Ages)			W Vancouver Subregion (All Ages)		
	Vacancy	Market Rent	Market Rent/SF	Vacancy	Market Rent	Market Rent/SF	Vacancy	Market Rent	Market Rent/SF
Fall 2005	5.9%			5.1%			6.6%		
Spring 2006	3.9%	\$666	\$0.79	2.6%	\$554	\$0.80	6.8%	\$614	\$0.68
Fall 2006	3.4%	\$711	\$0.83	3.3%	\$684	\$0.81	3.9%	\$675	\$0.71
Spring 2007	3.2%	\$691	\$0.83	2.6%	\$584	\$0.81	4.7%	\$772	\$0.88
Fall 2007	2.9%	\$689	\$0.85	2.1%	\$591	\$0.88	2.7%	\$665	\$0.73
Spring 2008	3.3%	\$720	\$0.87	1.3%	\$607	\$0.87	3.4%	\$671	\$0.73
Fall 2008	3.6%	\$720	\$0.86	1.0%	\$609	\$0.90	2.4%	\$713	\$0.78
Spring 2009	5.2%	\$739	\$0.91	2.8%	\$637	\$0.87	3.1%	\$709	\$0.80
Fall 2009	5.9%	\$750	\$0.91	3.0%	\$689	\$0.95	3.6%	\$723	\$0.79
Spring 2010	5.1%	\$743	\$0.90	1.9%	\$684	\$0.99	4.3%	\$694	\$0.76
Fall 2010	4.0%	\$764	\$0.90	3.5%	\$739	\$0.90	4.5%	\$755	\$0.80
Spring 2011	3.8%	\$775	\$0.94	3.6%	\$721	\$0.93	3.8%	\$729	\$0.83
Fall 2011	3.3%	\$780	\$0.97	3.1%	\$755	\$0.96	3.7%	\$765	\$0.82
Spring 2012	3.7%	\$831	\$1.00	3.8%	\$853	\$1.17	3.5%	\$785	\$0.85
Fall 2012	3.6%	\$846	\$1.03	3.5%	\$723	\$0.97	2.7%	\$771	\$0.93
Spring 2013	3.6%	\$851	\$1.04	2.5%	\$770	\$1.13	3.4%	\$806	\$0.85
Fall 2013	3.1%	\$881	\$1.04	2.2%	\$835	\$1.08	2.5%	\$818	\$0.87
Spring 2014	3.5%	\$948	\$1.16	2.3%	\$1,007	\$1.34	3.3%	\$851	\$0.93
Fall 2014	3.7%	\$993	\$1.22	2.7%	\$1,094	\$1.41	3.8%	\$882	\$0.94
Spring 2015	3.1%	\$1,019	\$1.24	2.3%	\$1,164	\$1.59	1.5%	\$908	\$0.98
Fall 2015	2.9%	\$1,065	\$1.33	2.7%	\$1,032	\$1.51	3.5%	\$963	\$1.03
Spring 2016	3.5%	\$1,126	\$1.40	2.3%	\$1,300	\$1.64	2.6%	\$1,028	\$1.11
Fall 2016	3.7%	\$1,162	\$1.47	3.7%	\$1,255	\$1.84	4.1%	\$1,087	\$1.20
Spring 2017	4.0%	\$1,194	\$1.50	1.6%	\$1,097	\$1.65	3.2%	\$1,167	\$1.22
Fall 2017	4.4%	\$1,251	\$1.57	4.0%	\$1,155	\$1.71	4.1%	\$1,169	\$1.27
Spring 2018	4.9%	\$1,251	\$1.56	3.9%	\$1,215	\$1.75	4.7%	\$1,131	\$1.28
Change (6-month)	0.5%	\$0	-\$0.01	-0.1%	\$60	\$0.04	0.7%	-\$37	\$0.01
Change (Y/Y)	0.8%	\$57	\$0.06	2.3%	\$118	\$0.10	1.5%	-\$36	\$0.06
Average Vacancy (5 yrs)	3.7%			2.8%			3.3%		
Average Vacancy (since 2006)	3.8%			2.7%			3.6%		
% Rent Change (6-month)		0.0%	-0.6%		5.2%	2.3%		-3.2%	0.8%
% Rent Change (Y/Y)		4.8%	4.0%		10.8%	6.1%		-3.1%	4.9%
Average Annual Rent Increase (5 yrs)		8.4%	10.0%		9.1%	12.4%		7.7%	9.4%
Average Annual Rent Increase (10 yrs)		7.4%	8.1%		10.0%	9.4%		5.9%	6.4%

Source: MMHA Apartment Report / Spring 2018

Future Apartment Development

Future development planned for the subject's East Vancouver submarket as well as the West Vancouver submarket is summarized in the following table based on CoStar and other data sources. Shown are complexes added since 2017.

E Vancouver & W Vancouver

Under Construction/Proposed

Status: C= Complete; UC = under construction; X = planned

Zip	Status	Units	Stories	Type	Property name	Year	Address	Developer
East Vancouver								
98607	C	126	3	Market	Trio Pointe	2017	19600 NE 3rd St	Cedar Coast Properties Ltd.
98662	C	9	2	Market		2017	7600 NE 31st Cir	Ginn Development
98662	C	14	2	Market	Covington Manor	2017	9702 NE 76th St	
98682	C	120	3	Market	Union Park Apartments	2017	11803 NE 124th Ave	Timberland Construction
98682	C	320	2	Market	Highland Crossing	2017	11806 NE 122nd Ave	IDM Apartments
98684	C	156	2	Market	Four Seasons Central	2018	11611 NE Angelo Drive	
98607	UC	114	3	Market	Trio Pointe - Phase II	2018	19600 N 3rd St	Cedar Coast Properties Ltd.
98682	UC	12	2	Market	Highland Crossing - Phase II	2018	11806 NE 122nd Ave	IDM Apartments
98683	UC	24	2	Market	Fishers View	2018	16502 SE 39th St	
98684	X	142		Market	The Landing at Vancouver Retirement Comm	2020	13910 SE Mill Plain	Hawthorn Development
98684	X	250		Market	The Landing at Vancouver Phase II	2020	100 SE Olympia Dr	Hawthorn Development
West Vancouver								
98660	C	92	4	Affordable	13 West Apartments	2017	1314 Columbia St	
98661	C	20	2	Affordable		2017	4105 NE St Johns Rd	
98661	C	43	4	Affordable	Isabella Court	2017	3112 NE 62nd Ave	
98663	C	18	3	Market	Herby	2017	1510 C St	
98663	C	48	2	Market	Midtown	2017	513 E 16th St	WDC Properties
98665	C	71	2	Market	StoneBridge Crossing	2017	2301 E 81st St	Integrity Structures LLC
98685	UC	4	2	Market	Kineline Townhomes - 4 Plex	2018	11229 NE 14th Ct	
98685	UC	6	2	Market	Kineline Townhomes 6-Plex	2018	11213 NE 14th Ct	
98686	UC	124	4	Market	134th Street Lofts	2018	2220 NE 134th St	Dean Kirkland Development
98660	UC	49	4	Affordable	Our Heroes Place	2018	412 E 13th St	Prestige Development
98660	UC	64	6	Affordable	Block 6	2018	100 SE Columbia Way	Gramor Development
98660	C	166	6	Market	Uptown Apartments	2018	1700 Main St	Cascadia Development Partners
98660	UC	192	10	Affordable	Block 8	2018	701 W Columbia Way	Gramor Development
98660	X	261	17	Affordable	Block 11	2018	100 SE Columbia Way	Gramor Development
98660	X	308	21	Affordable	Block 17	2018	100 SE Columbia Way	Gramor Development
98661	C	19	2	Market	Villa's at Walnut Park	2018	5806 NE 72nd Ave	
98661	UC	20	3	Market	34th Street Apartments	2018	5750 NE 34th St	
98663	UC	30	4	Market	Hamilton	2018	2000 Broadway St	
98663	C	35	3	Market	Cherry Hill Apartments	2018	3100 NE Cherry Rd	
98665	UC	64	2	Market	StoneBridge Crossing - Phase II	2018	2301 NE 81st St	Integrity Structures LLC
98665	C	126	3	Market	Arcadia Crossing	2018	2911 NE 68th St	
98660	X	125	6	Market	The Esther	2019	562 W 6th St	Cascadia Development Partners
98660	X	223	18	Affordable	Block 13	2019	100 SE Columbia Way	Gramor Development
98660	X	224	18	Affordable	Block 10	2019	100 SE Columbia Way	
98660	X	295	15	Affordable	Block 5	2019	100 SE Columbia Blvd	
98660	X	304	14	Market	Hotel Indigo	2019	100 SE Columbia Way	
98660	X	309	16	Affordable	Block 7	2019	100 SE Columbia Way	Gramor Development
98660	X	343	22	Affordable	Block 20	2019	100 SE Columbia Way	
98660	X	498	20	Affordable	Block 21	2019	100 SE Columbia Way	Gramor Development
98660	X	251		Affordable	Block 3	2020	100 SE Columbia Way	Gramor Development
98660	X	361	22	Affordable	Block 18	2020	100 SE Columbia Way	

5,980

Source: CoStar & other sources



Delivery Timing

Within the greater Vancouver market there are 12 projects that were recently complete (2017 or early 2018 with 1,037 unit), 12 projects under construction (702 units) and 14 proposed projects (3,894 units). The combined projects under construction or planned contain an estimated 4,596 units in 26 projects, excluding the subject.

Delivery Timing - Unit Count

	2017	2018	2019	2020	Total
Recently Completed	881	156			1,037
Under Construction		702			702
Proposed		569	2,321	1,004	3,894
Total	881	1,427	2,321	1,004	5,633

Delivery Timing - Project Count

	2017	2018	2019	2020	Total
Recently Completed	11	1			12
Under Construction		12			12
Proposed		2	8	4	14
Total	11	15	8	4	38

In the subject's primary market there were six recently completed complexes with 745 units, another three under construction with 150 units, and two planned with 392 units.

Delivery Timing - Unit Count/East Vancouver

	2017	2018	2019	2020	Total
Recently Completed	589	156			745
Under Construction		150			150
Proposed				392	392
Total	589	306		392	1,287

Delivery Timing - Project Count/East Vancouver

	2017	2018	2019	2020	Total
Recently Completed	5	1			6
Under Construction		3			3
Proposed				2	2
Total	5	3		2	10

In 2017, the combined East and West Vancouver submarket absorbed roughly 675 units. The absorption rate through the first quarter 2018 is nearly 190 units, indicating a similar annual rate of absorption for the year.

Assuming the submarket absorbs a similar amount in 2018, vacancy should remain flat with possible increases in 2019 and 2020 depending on the number of units actually delivered. As more units are delivered, it is likely a good portion of the proposed pipeline will be delayed or eliminated softening the potential of major vacancy issues.

Summary

The apartment sales market in the greater Portland area has benefited from a remarkable combination of favorable conditions in the last six to seven years: rapid rent growth, lots of in-migrations, low unemployment, very low interest rates, limited supply of new units, as well as favorable national publicity, all of which has given rise to exploding demand and rapidly increasing prices. However, the close to ideal circumstances experienced over the past several years are beginning to change, and the market is showing early signs of returning to a more normal balance between supply and demand. It is expected that rent growth, particularly for new Class A construction, will trend lower over the next few years as all of the new inventory is delivered.

Based on the latest new unit forecasts, we predict the regional and local submarket vacancy should increase over the next two to three years then fall back to a more long-term pattern. This spike will moderate rent growth, as existing properties face increased competition and new properties use lease-up concessions to fill their units. This may cause some of the planned projects to delay their timelines.

Apartment investment volumes were up in 2017 compared to 2016. Values should continue to increase, although at a more moderate rate as rent growth slows, capitalization rates remain flat and operating expenses continue to increase.

Submarket Demand

Following is an alternative method for determination of regional demand. Recent and projected job and population growth is focused on the urban core areas of the region, primarily around Vancouver for this portion the greater Portland Metro area. Proposed construction in Clark County is concentrated around the Vancouver CBD and will likely be mixed income and will include income restricted units with the city participating in developer selection. Concessions are typically offered on a case by case basis, most commonly during lease-up as well as some difficult to lease units.

Looking at the past four years, net absorption in Clark County has averaged about 665 units annually as reported by CoStar. The subject's

East Vancouver submarket has historically represented about 60% of the net new market rate absorption (or 400 units) of this demand. This rate is also supported by population growth. The typical ratio of apartment demand per population change is between 17 and 18/unit. Looking forward past 2017, new construction and planned construction will hover around 400 units/year based on the planned inventory described above. This model also assumes regional absorption stays about the same based on population change and historic absorption rates.

		Forecast	Forecast	Forecast	Comments/Source
Demand Forecast		2018	2019	2020	
Current Inventory	28,031				CoStar
Current Occupied Units	26,489				CoStar
Current Occupancy	94.5%	400	400	400	Based on unit/pop chg
Forecast Unit Demand		26,889	27,289	27,689	
Forecast Supply					
Mkt Units Under Construction & Proposed		397	429	392	CoStar
Forecast Inventory		28,428	28,857	29,249	
Forecast Market Occupancy Rate		94.6%	94.6%	94.7%	Forecast Demand/
Forecast Vacancy Rate		5.4%	5.4%	5.3%	Forecast Inventory

Applying these base assumptions without any attrition rate to planned units (not already under construction), the overall vacancy rate would average between 5% and 5.5% between now and 2020. These are very rough estimates but do show that current development in the pipeline for the East Vancouver submarket is modest compared to its overall size. While there is some risk the regional market is softening in the coming two to three years, the greater Vancouver market should be somewhat sheltered from larger regional trends.

This area will always be primarily homeowner centric, but demand for apartments should continue to improve as the area matures and more households to rent by choice. Also, pricing in more urban portions of the Portland Metro market has increased significantly over the past four years. This helps encourage living in lower priced suburban locations. Clark County's location is also unique being in Washington with no State income tax and near Oregon with no sales tax, a locational advantage. Overall, the neighborhood is expected to see increased development interest based on zoning, available sites, land prices and in place infrastructure and reasonable access. Overall, the local area apartment market is expected to remain stable over the mid to long term.

Market Area Demographics

Market Area Demographics

Introduction

For a multifamily project to succeed, sufficient demand must exist within the target market. There must be a sufficient number of households with the propensity to live in a rental apartment and have the required income to afford the unit. The following demand analysis identifies the subject's appropriate market area and target market.

PMA Identification

The primary market area (PMA) is the geographic area that provides the majority of renter household demand to support a multifamily rental project. This area is influenced by a number of factors including property type, accessibility, physical barriers, location of competing facilities, and limitations of driving time or distance.

Discussions with several of the senior rental communities described in this analysis stated that most senior residents are drawn from the local Vancouver area. One of the primary reasons is a desire to stay in their home area where they have an established support network of friends, family, church, other social connections, etc.

For this analysis, the East Vancouver market area as described by MMHA is considered the subject primary market. This is loosely described by seven zip codes that comprise portions of Vancouver and Clark County situated east of NE Andresen Road. This area shares similar socio economic characteristics and is a representative approximation of the greater competitive East Vancouver apartment market used by local market data providers. This area is illustrated in the following map.

**Primary Market Area
(PMA)**



**Secondary Market
Area (SMA)**

The subject's secondary market area (SMA) is expanded to include the West Vancouver market area. This includes the balance of Vancouver including the CBD and portions of Clark County.

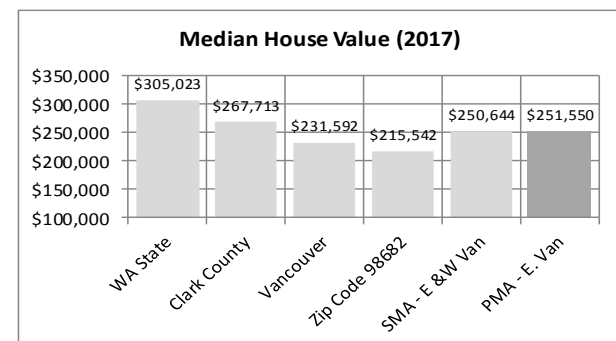
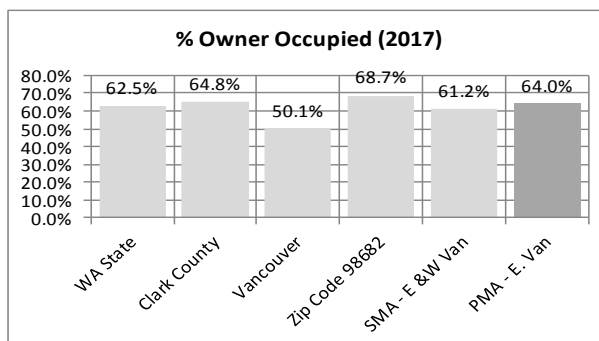
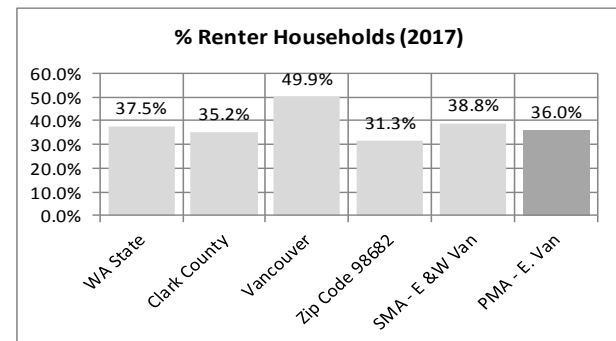
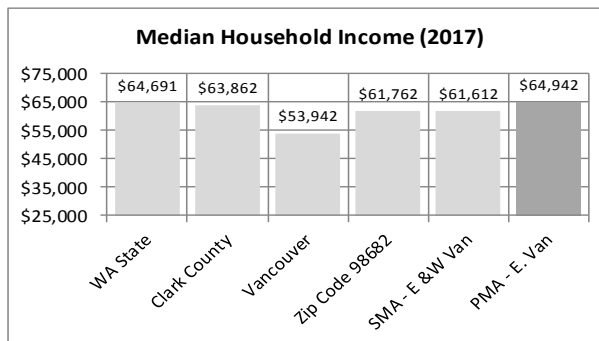
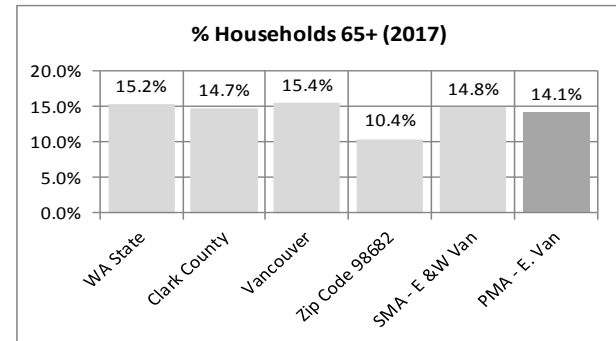
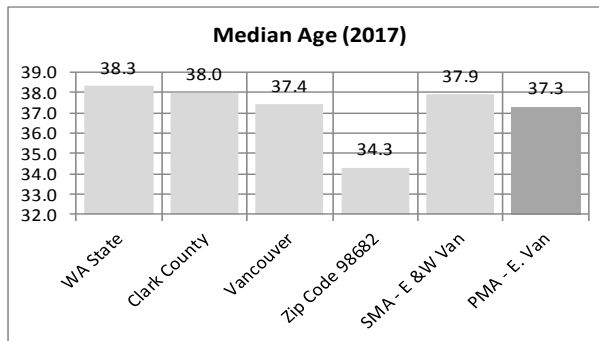
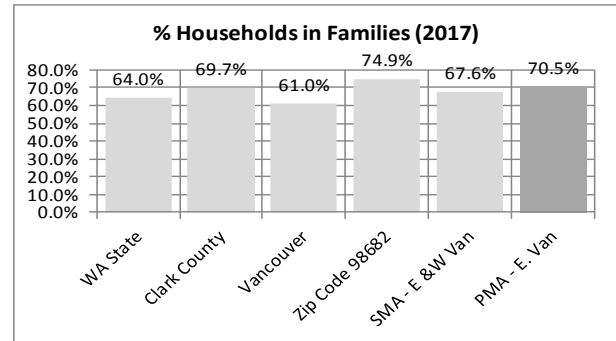
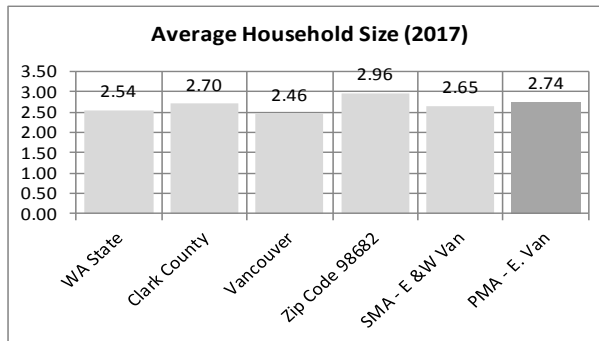


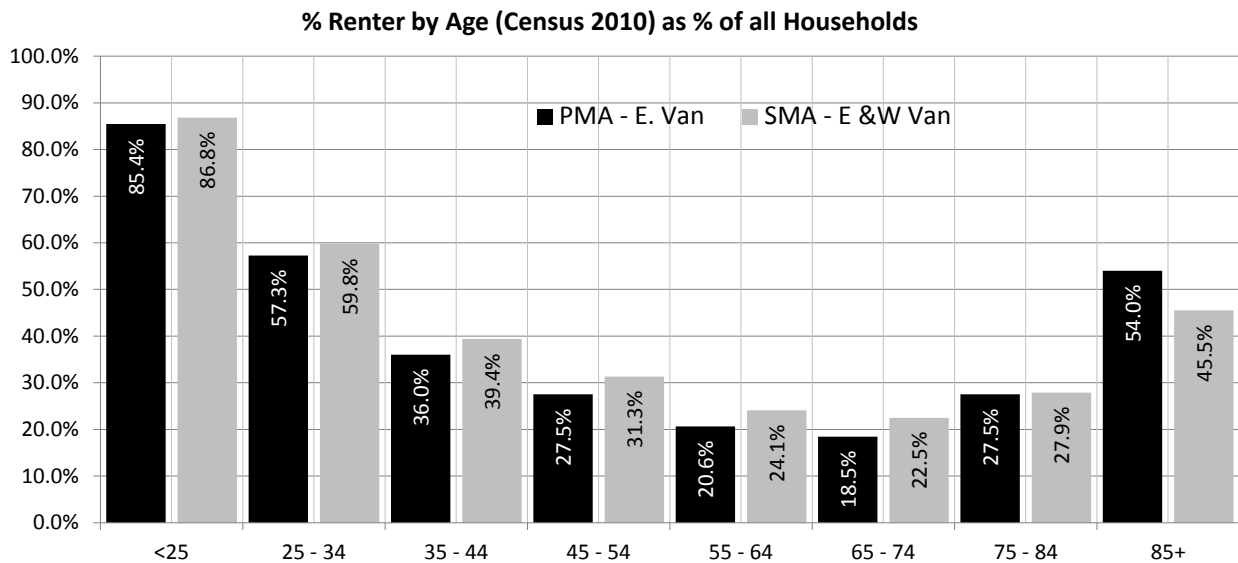
DEMOGRAPHIC PROFILE
2000 & 2010 Census, 2017 Estimates & 2022 Projections

	WA State	Clark County	Vancouver	Zip Code 98682	SMA - E &W Van	PMA - E. Van
POPULATION						
2000 Census Population:	5,894,121	345,238	144,877	43,380	279,782	162,639
2010 Census Population:	6,724,540	425,363	161,807	53,524	336,576	201,998
2017 Estimated Population:	7,311,450	470,604	176,712	59,879	371,285	223,092
2022 Projected Population:	7,733,706	504,392	188,271	64,297	397,537	238,924
Annual Growth (2000 to 2010):	1.3%	2.1%	1.1%	2.1%	1.9%	2.2%
Annual Growth (2017 to 2022):	1.1%	1.4%	1.3%	1.4%	1.4%	1.4%
HOUSEHOLDS						
2000 Census Households:	2,271,398	127,208	56,967	14,607	104,955	59,182
2010 Census Households:	2,620,076	158,099	65,702	18,186	127,712	74,324
2017 Estimated Households:	2,823,946	172,710	71,115	20,146	139,211	81,091
2022 Projected Households:	2,980,190	184,577	75,646	21,586	148,625	86,574
Annual Growth (2000 to 2010):	1.4%	2.2%	1.4%	2.2%	2.0%	2.3%
Annual Growth (2017 to 2022):	1.1%	1.3%	1.2%	1.4%	1.3%	1.3%
FAMILY HOUSEHOLDS						
2010 Census Households:	1,687,455	110,672	40,250	13,701	86,700	52,596
2017 Estimated Households:	1,808,598	120,441	43,354	15,080	94,112	57,154
2022 Projected Households:	1,904,102	128,515	45,961	16,107	100,299	60,917
PERCENT HOUSEHOLDS IN FAMILIES						
2010 Census Households:	64.4%	70.0%	61.3%	75.3%	67.9%	70.8%
2017 Estimated Households:	64.0%	69.7%	61.0%	74.9%	67.6%	70.5%
2022 Projected Households:	63.9%	69.6%	60.8%	74.6%	67.5%	70.4%
PERCENT HOUSEHOLDS IN SINGLE PARENT FAMILIES WITH CHILDREN						
2010 Census Households:	15.2%	16.4%	18.7%	18.9%	17.2%	16.7%
MEDIAN AGE						
2010 Census Households:	37.2	36.7	35.9	32.9	36.6	36.1
2017 Estimated Households:	38.3	38.0	37.4	34.3	37.9	37.3
2022 Projected Households:	39.0	38.5	38.1	34.6	38.4	37.6
PERCENT AGE 65+						
2010 Census Households:	12.3%	11.4%	12.4%	7.8%	11.5%	11.2%
2017 Estimated Households:	15.2%	14.7%	15.4%	10.4%	14.8%	14.1%
2022 Projected Households:	17.5%	16.7%	17.3%	12.0%	16.7%	16.0%
HOUSEHOLD SIZE						
2010 Census:	2.51	2.67	2.43	2.93	2.61	2.70
2017 Estimated:	2.54	2.70	2.46	2.96	2.65	2.74
2022 Projected:	2.54	2.71	2.46	2.97	2.66	2.75
INCOME						
Per Capita Income (2017):	\$34,984	\$31,538	\$29,048	\$25,983	\$31,213	\$31,497
Average Household Income (2017):	\$89,343	\$85,339	\$71,509	\$76,819	\$82,674	\$86,141
Median Household Income (2017):	\$64,691	\$63,862	\$53,942	\$61,762	\$61,612	\$64,942
OWNER HOUSEHOLDS						
2017 Owner Households:	1,765,494	111,890	35,654	13,846	85,253	51,916
Tenure (% Owner)	62.5%	64.8%	50.1%	68.7%	61.2%	64.0%
Median Owner Occupied Value (2017):	\$305,023	\$267,713	\$231,592	\$215,542	\$250,644	\$251,550
Average Owner Occupied Value (2017):	\$379,739	\$326,613	\$279,271	\$249,567	\$306,112	\$310,759
RENTER HOUSEHOLDS						
2010 Census Renter Households:	946,156	54,096	32,260	5,464	48,158	25,930
2017 Estimated Renter Households:	1,058,452	60,820	35,460	6,300	53,958	29,175
2022 Projected Renter Households:	1,123,254	65,278	37,868	6,854	57,860	31,256
Annual Growth (2017 to 2022):	1.2%	1.5%	1.4%	1.8%	1.4%	1.4%
TENURE (% RENTER)						
2010 Census:	36.1%	34.2%	49.1%	30.0%	37.7%	34.9%
2017 Estimated:	37.5%	35.2%	49.9%	31.3%	38.8%	36.0%
2022 Projected:	37.7%	35.4%	50.1%	31.8%	38.9%	36.1%

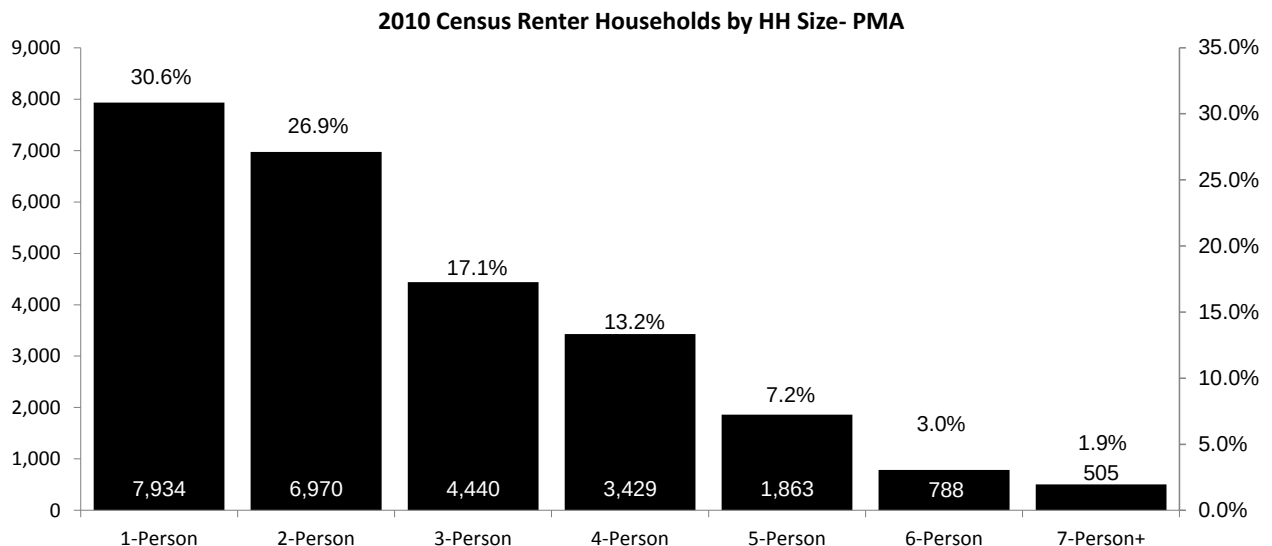
Source: STBD

Demographics	The following demographic estimates and forecast are based on US Census data compiled and aggregated by ESRI as viewed on STBD.com. A summary demographic profile of the subject's primary market area (7 Zip Codes), county, city, county, zip code 98862 containing the subject, the combined East & West Vancouver markets (secondary market area), and state is provided on the previous table.
POPULATION	Currently there are an estimated 223,092 people within the subject's primary market area (PMA) and this figure is forecast to grow to 238,924 by 2022, representing an annual growth of 1.4% and an average growth of 3,166 people per year.
HOUSEHOLD SIZE	Population can be broken down into households – i.e. the number of related or unrelated people who live in one housing unit. Currently, there are an estimated 81,091 households within the PMA and this figure is forecast to grow to 86,574 by 2022, representing an annual growth of 1.3% and an average growth of 1,097 households per year.
AVERAGE HOUSEHOLD SIZE	The average household size in the PMA is 2.74 compared with 2.70 countywide. As such, PMA households tend to have slightly larger households on average than is typical for the county.
% FAMILY HOUSEHOLDS	The percentage of households in families in the PMA is 70.5% compared with 69.7% countywide. As such, the PMA is composed of more related households on average than is typical for the county.
% SINGLE PARENT HOUSEHOLDS WITH CHILDREN	The percentage of single parent households with children in the PMA is 16.7% compared with 16.4% countywide. PMA households are composed of less single parent households with children than is typical for the county.
% HOUSEHOLDS AGE 65 PLUS	The percentage of households with a head of household age 65 or older is 14.1% in the PMA compared with 14.7% countywide.
HOUSEHOLDS BY AGE & PROPENSITY TO RENT	In subject's PMA, renter households account for 34.9% of all households according to the 2010 Census. The 2010 Census living pattern reflected by distribution of renters by age is shown in the following table.





As shown, in the subject's PMA the highest concentration of renters by age is those under age 25 with 85.4% of all households in this age category renting. This concentration steadily drops off as one gets older and is more likely to own their home if age 45 to about 64. Then the propensity to rent begins to reverse with those over age 65. Overall, it is residents under age 35 and seniors that represent the majority of renters.



The majority of renter households (74.6%) reflect household sizes no larger than 3 persons. In fact, over 55% of renter households are one or two-person households.

Highest & Best Use

Highest & Best Use

“Highest & Best Use” is defined by the Appraisal Institute as:

1. *The reasonably probable use of property that results in the highest value. The four criteria that the highest and best use must meet are legal permissibility, physical possibility, financial feasibility, and maximum productivity.*
2. *The use of an asset that maximizes its potential and that is possible, legally permissible, and financially feasible. The highest and best use may be for continuation of an asset’s existing use or for some alternative use. This is determined by the use that a market participant would have in mind for the asset when formulating the price that it would be willing to bid. (IVS)*
3. *[The] highest and most profitable use for which the property is adaptable and needed or likely to be needed in the reasonably near future. (Uniform Appraisal Standards for Federal Land Acquisitions)*

Source: The Dictionary of Real Estate Appraisal, Sixth Edition. Chicago: Appraisal Institute, 2015.

As If Vacant

LEGALLY PERMISSIBLE

Private restrictions, zoning, building codes, historic district controls, and environmental regulations determine those uses legally permissible on a site. To our knowledge, no existing private restrictions or historical district controls encumber the subject site.

The local building code and, particularly, the zoning development standards provide description of what may be done on the site. The site is zoned General Commercial by the City of Vancouver. This zoning allows for a variety of commercial or mixed-use developments with no density limits.

PHYSICALLY POSSIBLE

Size, shape, terrain, accessibility, and availability of utilities affect the uses under which a property can be developed. Both the subject and the Donation are level. The subject includes paved areas that will be removed and restored to a natural state, a new parking area will be added for Kevanna Park, and a path will be constructed from the parking area to the existing park entrance. The subject has a total of 25,235 sq ft and has an irregular shape. It is a narrow, long parcel and the shape is considered a limiting factor unless combined with a neighboring parcel. It is adjacent to a proposed 170-unit apartment complex and is desired as a parking area for this proposed complex.

The Donation is undeveloped and forested. It shares a boundary with the park and fronts on a portion of Burnt Bridge Creek. Setbacks from the creek impact an estimated 43,800 sq ft of that site, leaving about 39,835 sq ft of site area not in the setback area of Burnt Bridge Creek. It is further impacted by a wetland. The wetland appears completely within the setback area from Burnt Bridge Creek, but has a setback of its own leaving only a small corner of the parcel usable. The Vancouver Municipal Code provides some protection for the owner allowing for an economic use, determined on a case-by-case basis and specific study. This is beyond the scope of this appraisal. This parcel is adjacent to Kevanna Park, and the highest and best use is considered parkland. However, this is a non-economic use and cannot be used for valuation. If the market does support an economic use, then economic mitigation may be applied for under provision provided by the municipal code. The code also provides for use of the entire site for massing. Land use along the north side of NE 51st Circle include government offices, east of the subject are some private and retail commercial uses, and beyond that are multifamily uses. The subject and adjacent parcels are currently proposed for a 170-unit senior apartment project, Affinity at Vancouver, with proposed density to a density of 21.9 units/acre. A commercial or multifamily use is considered the highest and best use of the Donation parcel for valuation, applied to a reduced (usable and undefined) site area. The degree of mitigation is done by adjusting for open space

**FINANCIALLY
FEASIBLE &
MAXIMALLY
PRODUCTIVE**

Feasibility is indicated by construction trends in the vicinity and current market conditions. All uses that are expected to produce a positive return are regarded as financially feasible. When development options are available, a determination must be made as to which feasible use is the maximally profitable use.

The apartment market in some parts of the greater Portland / Vancouver / Hillsboro Metro market now have the highest vacancy levels recorded since consistent surveys were initiated in 2006. Most of these areas are in or adjacent to the Portland CBD. The high vacancy levels are the result of the high volumes of new construction not market weakness, and the market remains strong. Once the current inventory of units added to this market are worked off, it is anticipated to resume its previous strength. The subject's location in the East Vancouver market remains a strong market location. Given its location, the highest and best use as vacant for valuation is for commercial use most likely multifamily residential.

Land Valuation

Land Valuation

Introduction

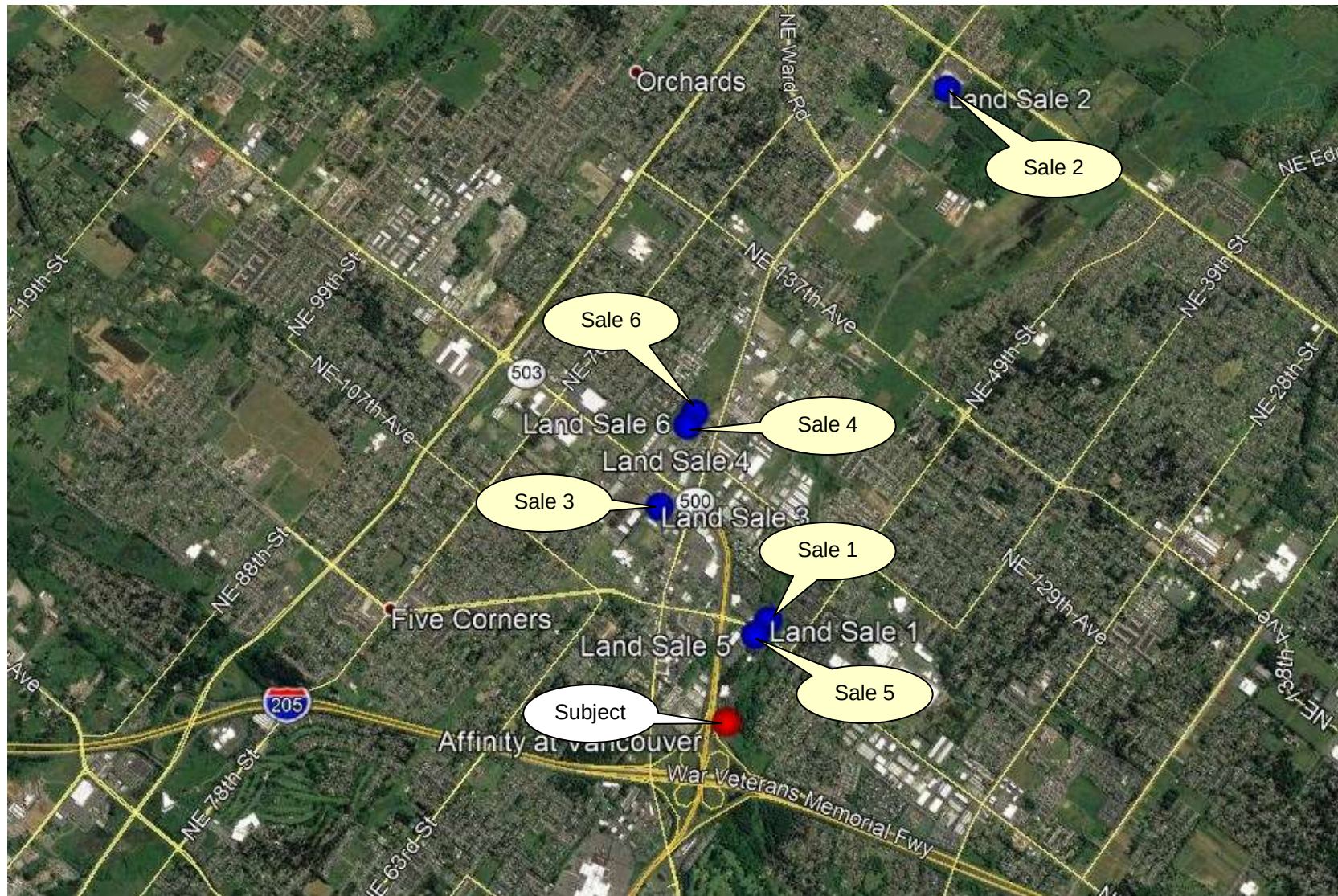
Market value of the land is estimated as if vacant and available for development to its highest and best use, concluded earlier as development with a mixed-use apartment project. The Donation parcel is adjusted for the environmental impacts imposed by Burnt Bridge Creek and wetlands with the knowledge that these impacts cannot remove an economic alternative.

The following section provides a summary of pertinent details for the comparable sales selected for the subject. The subject is zoned General Commercial. This classification allows for commercial developments with no density limit. The sales selected represent recent available transactions and provide good indicators of value for both the subject and the Donation.

The value of land is strongly influenced by its potential highest and best use. Therefore, it is customary to value land as though unimproved and available for development to incorporate a use that would justify the highest price and the greatest net return. Sales of unimproved land similar to the subject site are investigated, and the most appropriate transactions are analyzed and compared to the subject. As discussed in the Highest & Best Use section, the highest and best use of the subject site as if vacant is for some form of commercial or mixed-use multifamily. For the Donation, the highest and best use is considered to be for expansion of Kevanna Park; however, this is not an economic use and it is valued the same as the subject adjusted for the wetland mitigation, setbacks, and compromised utility.

Comparable Land Sales

A summary of pertinent sales comparison data considered most relevant to the valuation of the subject is presented on the following pages, along with a map that highlights the comparison sales' location relative to the subject. We analyzed five sales and one listing of comparable properties in the subject neighborhood.



Land Sale Map

Land Sales Comparison Plat Maps

Sale 1



Sale 2

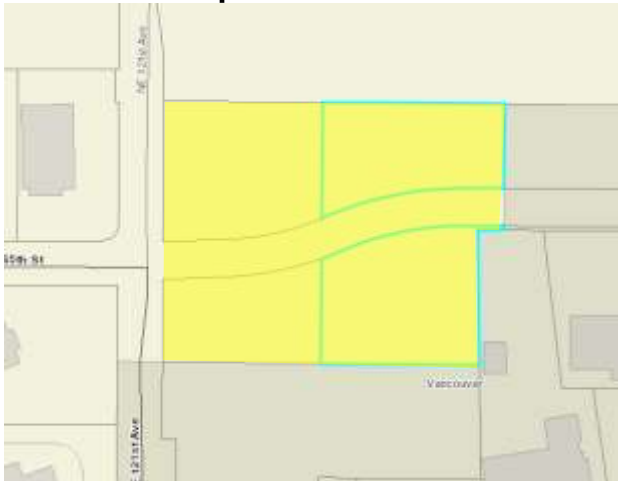


Sale 3



Land Sales Comparison Plat Maps

Sale 4



Sale 5



Sale 6



LAND SALE COMPARISONS

No.	Name/Address	Sale Date	Zoning	Sq. Ft./ Acres	Sale Price/ Cash Price	Price/ Unit	\$/SF	Dist to Subject	Comments
1	Commercial Parcel 112xx NE 112th Avenue Vancouver, WA APN: 157525-034	Aug-18	CC Community Commercial	15,246 0.35	\$185,000	NA	\$12.13	0.4 Miles	Adjacent to small strip center with 7/Eleven. No enviromental problems. NE 51st St separates it from Burnt Bridge Creek.
2	Mixed Use Site NE 162nd Ave & Fourth Plain Blvd Vancouver, WA APN: 159145-005	Jun-18	LI Light Industrial	71,438 1.64	\$464,350	NA	\$6.50	2.9 Miles	Zoned LI but part of Sifton Commerce Center plat. Adjacent land uses are all commercial with same LI zoning.
3	Commercial Parcel 11408 NE Rosewood Avenue Vancouver, WA APN: 157501-000, -015 & -020	Mar-18	GC General Commercial	53,578 1.23	\$280,000	NA	\$5.23	0.9 Miles	Corner lot. Surrounding uses are industrial or auto repair oriented.
4	Commercial Parcel NE 65th St & NE 121st Ave Vancouver, WA APN: 158337-000 & 158369-000	Oct-16	GC General Commercial	138,085 3.17	\$800,000 Include \$800,000	NA Off-site cost	\$5.79	1.2 Miles	In county but zoning is the same as city. Road bisects parcel & improvement cost integrated into future plans. No off adjustment made.
5	Farmers Ins Site 11112 NE 51th Circle Vancouver, WA APN: 159841-000	Oct-14	GC General Commercial	43,996 1.01	\$285,000	NA	\$6.48	0.4 Miles	At intersection of NE 51st Circle & NE 112th Ave. Now improved with an office building
6	Commercial Parcel 6516 NE 124th Avenue Vancouver, WA APN: 159145-005	Listing	GC General Commercial	38,333 0.88	\$550,000 \$200,000 \$350,000	NA Off-site cost	\$9.13	1.3 Miles	On market for 1 day. 1/2 street road extension required. Broker anticipates price \$150 -\$200K less than list price
Subject 10500 NE 51st Circle Vancouver, WA		Appr.	CG General Commercial	25,235 0.58	\$230,000	NA	\$9.11		
Donation 10601 NE 51st Circle Vancouver, WA				83,635 1.92	\$210,000	NA	\$2.51		

Source: Property owners, public records, brokers. Analysis by Kidder Mathews Valuation Advisory Group

The sales all have zoning considered similar to the subject. These are considered the best comparisons for the subject. The subject and all comparisons are assumed to be purchased or have been purchased for future development. The most likely development plans would include some form of commercial use. Each of the comparisons is analyzed by the price per square foot the most common indicator of value for properties of similar value and utility when compared with the subject.

SUBJECT SITE The subject contain 0.58 acres It is a portion of the paved right-of-way of NE 51st Circle and part of the undeveloped interior of the circle drive. The Donation is a 1.92 acre site with a truncated triangular shape and impacted by some environmental issues.

SALE 1 The first comparison is considered the best comparison for the subject. It is located just east of the intersection of NE 112th Avenue and NE 51st Street less than ½ mile east of the subject. The location of this sale has greater visibility. The adjacent use on the corner west of the sale is a 7/Eleven store and immediately north is a Dutch Brothers coffee/restaurant store currently under construction. The Dutch Brothers parcel and this sale were originally marketed together. Together these two parcels contain 35,719 sq ft. The Dutch Brothers site with 20,473 sq ft is now under contract for \$1,263,000, a turnkey sale of an improved site. The comparison contains 15,246 sq ft and sold for \$185,000, closing in August 2018. The sale is equivalent to \$12.13/sq ft. Adjustment is needed for its superior exposure and shape when compared to the subject. When compared to the Donation, adjustment is needed for environmental impacts.

SALE 2 Sale 2 is a recent sale of a parcel located north of the subject. It is zoned for light industrial use but neighboring land use is all commercial, on parcels with the same LI zoning. Uses include a McDonald's restaurant, an eye clinic, and a credit union. According to the broker, it was marketed as a commercial site and it is within a commercial plat, Sifton Commerce Center. The sale is level, is removed from direct street frontage on Fourth Plain Boulevard (SR-500), and contain 1.64 acres. The property is in a business park and the zoning allows for some commercial uses such as those that exist. According to the broker, the site is planned for a medical/recreation center. A use allowed in the subject's zoning. The site sold for \$464,350 and has 71,438 sq ft of site area, equivalent to \$6.50/sq ft. A small adjustment is considered appropriate for the subject's superior zoning.

- SALE 3** Comparison 3 is zoned General Commercial, the same as the subject. This is a corner lot that is surrounded by industrial uses or low level commercial uses such as car repair services. These uses are considered to distract from the sale. The site is level and contains 53,578 sq ft in three adjacent tax parcels. Future plans for the site are as a car lot, consistent with surrounding uses. The site contains 138,085 sq ft, larger than the subject and adjustment is considered for size. It sold in March 2018 for \$280,000, equivalent to \$5.23/sq ft of site area. The site is currently undeveloped. Adjustment is considered for the surrounding land use and the proposed use of this site.
- SALE 4** Land Sale 4 is actually located in Clark County adjacent to the city of Vancouver. All though not in the city zoning is the same as surrounding city located parcels and is the same as the subject's. Its location is directly across from the intersection of NE 65th Street and NE 121st Avenue. NE 65th Street is proposed for extension through this site and the size shown is net of the right-of-way, 138,085 sq ft. It is the understanding of the appraiser that any road extension will be integrated into the site use design. At any rate, the offsite cost of road and construction of other utilities was supposedly considered in the price paid. It was purchased in October 2016 for \$800,000 or \$5.79/sq ft.
- SALE 5** The next comparison is an older sale, the current location of a Farmers Insurance office. This parcel is on the corner of NE 51st Circle and NE 112th Avenue less than a half mile from the subject and near Sale 1. Because of its location, this is considered one of the better comparisons for the subject. It is zoned General Commercial, the same as the subject. The location does provide better visibility than the subject's with good traffic exposure. It is a 1.01-acre parcel. It sold as raw land in October 2014 for construction of the current improvements. The purchase price was \$285,000, equivalent to \$6.48/sq ft. Adjustment is needed for time and market condition change, and its superior exposure.
- SALE 6** The last comparison is a listing adjacent to Sale 4. This property was recently placed on the market. It is currently owned by a family trust and they are trying to get what they can. According to the broker, this site is overpriced. Any future user will have to add offsite costs that includes one-half the cost to construct NE 65th Street. This half street improvement has an estimated cost of \$150,000 to \$200,000, and the sale was adjusted by this amount. It is zoned General Commercial, the same as the subject. The list price is \$550,000. This was adjusted down by \$200,000 and the adjusted sale price is equivalent to \$9.13/sq ft. Little weight is placed on this listing.

**Land Sale
Adjustments**

The sales were all of fee simple estates and sold in typical market transactions. There was no seller financing involved in any of the sales. Sale 6 is adjusted downward to account for its listing status.

A market condition adjustment is made for an estimated increase in values based on previously presented CoStar data summarized in the following table with feedback from market participants. Each sale is adjusted upward at 5% per year.

The largest adjustment considered was for environmental reasons. The subject is located outside any wetland or related setbacks. There are some Oregon White Oak Habitat that requires protection but no significant limitations and no adjustments were made. However, the Donation is heavily impacted by setbacks from Burnt Bridge Creek and from wetland setbacks. These setbacks extend to nearly the entire site, leaving only a small remnant. The Vancouver Municipal Code provides for economic use if sites are over burdened by environment considerations. Like sales were examined to determine an appropriate adjustment based on match pairs. Three sales of residential zoned land were found. One had no environmental problems and sold for \$2.31/sq ft. The other two were both impacted by a stream flowing through the properties. Two of the parcel sold at nearly the same time and showed a price adjustment factor of 71%. The other parcel sold two years later and was less severely impacted. This property provided a price difference of 44%. For this analysis, 70% is used as an environmental impact factor and it was applied to all of the sales for comparison to the Donation parcel.

Property ID Number	Sale Date	Zoning	Sale \$	Size	\$/sf	% Adj
APN: 169486-000	Nov-16	R-5	\$450,000	348,480	\$1.29	44%
APN: 169507-000	Jun-14	R-5	\$140,000	205,622	\$0.68	71%
APN: 169525-000	Jul-14	R-5	\$504,000	217,800	\$2.31	
Adjustment Factor Selected						70%

Sale 2 is zoned for light industrial use but it is also in a commercial plat, surrounding uses are commercial and zoned the same, and planned use is commercial. A modest adjustment is made for zoning.

A size adjustment is applied to Sale 4 with over three acres. Typically, larger parcels sell for a lower value per square foot as the number of buyers and single use applications decline.

An adjustment for shape is applied to all of the comparisons when compared to the subject only. The subject is long and narrow limiting uses. It is planned for integration into the neighboring properties for development of a 170-unit senior apartment complex. It has value to the adjacent user, but limited value in the marketplace for a standalone use.

The subject and all comparisons are located in the Orchards area of Vancouver. All are within three miles of the subject and five of the six within 1.5 miles. No adjustment is needed; although an upward adjustment was considered for Sale 3, surrounded by industrial users.

Finally, an adjustment was considered for exposure and Sales 1 and 5 were adjusted. These two properties are at the intersection of NE 51st Circle and NE 112th Avenue. The subject is at the end of NE 51st Circle with far less exposure. Adjustments considered are summarized in the following table.

Adjustment Analysis	CC	LI	GC	GC	GC	GC
Sale #	1	2	3	4	5	6
Date	Aug-18	Jun-18	Mar-18	Oct-16	Oct-14	Listing
Sale Price - \$/SF	\$12.13	\$6.50	\$5.23	\$5.79	\$6.48	\$9.13
Size (acres)	0.35	1.64	1.23	3.17	1.01	0.88
Density - Units/Ac						
Property Rights/Financing	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Motivation	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Market Conditions	0.0%	0.0%	0.0%	10.0%	20.0%	-10.0%
Adjustment %	0.0%	0.0%	0.0%	10.0%	20.0%	-10.0%
Partially Adjusted \$/sq ft	\$12.13	\$6.50	\$5.23	\$6.37	\$7.77	\$8.22
Other Adjustments						
Environment (Subject)	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Environment (Donation)	-70.0%	-70.0%	-70.0%	-70.0%	-70.0%	-70.0%
Zoning/Density	0.0%	10.0%	0.0%	0.0%	0.0%	0.0%
Size	0.0%	0.0%	0.0%	-5.0%	0.0%	0.0%
Shape - Subject	-5.0%	-5.0%	-5.0%	-5.0%	-5.0%	-5.0%
Shape - Donation	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Location/Neighborhood	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Exposure	-5.0%	0.0%	0.0%	0.0%	-5.0%	0.0%
Access	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Adjustment/sq ft (Subject)	-10.0%	5.0%	-5.0%	-10.0%	-10.0%	-5.0%
Adjustment/sq ft (Donation)	-75.0%	-60.0%	-70.0%	-75.0%	-75.0%	-70.0%
Adjusted Prices/sq ft (Subject)	\$10.92	\$6.83	\$4.96	\$5.74	\$7.00	\$7.81
Adjusted Prices/sq ft (Donation)	\$3.03	\$2.60	\$1.57	\$1.59	\$1.94	\$2.47

**Land Value
Conclusion**

Overall, the sales represent a generally similar group of investments for development with highest and best use similar to that concluded for the subject. Other than the environmental adjustment for the Donation parcel, the adjustments are generally minor.

After adjustment, the land sales provide indications that range of \$4.96 to \$10.92/sq ft for the Subject with an average of \$7.21/sq ft. For the Donation, the comparisons provide value indications ranging from \$1.57 to \$3.03/sq ft with an average of \$2.20/sq ft. The two best comparisons provide average indications \$8.96/sq ft for the Subject and \$2.49/sq ft for the Donation. Most weight is placed on these two sales and \$9.00/sq ft is selected for the Subject and \$2.50/sq ft for the Donation.

Applying these amounts to the respective parcels results in a total of \$230,000 for the Subject and \$210,000 for the Donation. .

Land Value Conclusion

Subject

\$230,000

Donation

\$210,000

Land As Vacant

ADDENDUM

R/W Vacation Materials



Building Permit Application

STREET VACATION (ROW)

CITY OF VANCOUVER

Submit to: 415 W 6th ST ~ Vancouver, WA 98660
PO Box 1995 ~ Vancouver, WA 98668
Phone (360) 487-7800 Fax (360) 487-7808
www.cityofvancouver.us

STREET VACATION INFORMATION AND LOCATION	
Job site address: 10400, 10420, & 10500 NE 51st Cir	
Suite/bldg./apt #:	
Project name (if applicable): Affinity at Vancouver	
Tax Assessor Serial Number: 159847000, 8000, & 9000	
Nearest intersection if no site address:	
DESCRIPTION OF WORK	
Vacate a small portion of 51st Circle loop road to create a buildable lot and construct a 170 unit senior living community. The loop road will be replaced by a cul-de-sac with landscaping, new Kevanna park parking, and park entrance.	
☒ APPLICANT	☒ CONTACT PERSON
Business name: Affinity at Vancouver, LLC	
Contact name: Robert Ketner	
Address: 120 W. Cataldo Ave, suite 100	
City/State/Zip: Spokane, WA 99201	
Phone: () 509-321-3204	Fax: () 509-922-2251
E-mail (required): robertk@inlandconstruction.com	
☒ PROPERTY OWNER	☐ TENANT
Name: Weston Investment Co. LLC	
Address: 2154 NE Broadway, suite 200	
City/State/Zip: Portland, OR 97232	
Phone: () 503-284-9005	Fax: ()
☐ CONTRACTOR	
Business name: TBD	
Contact name:	
Address:	
City/State/Zip:	
Phone: ()	Fax: ()
WA State Contractor License #:	

MINIMUM SUBMITTAL REQUIREMENTS		
- Any fees associated with the application - Written narrative (including vacation proposal and square footage of area to be vacated) - Survey information including - Meets and bounds - Boundary description - Letter requesting vacation (signed by current owner on record)		
RECOMMENDED SUBMITTAL REQUIREMENTS		
Appraisal (prepared by Washington State licensed appraiser)		
TIMELINES		
- The City of Vancouver has 14 calendar days to deem an application Fully Complete (FC). - The City of Vancouver has 30 calendar days to make a determination regarding the request for right-of-way vacation. - After a determination has been made, public hearings will be held within 60 days.		
FEES		
Per ordinance #M-1993, the applicable filing fees are listed below based upon the size of area proposed to be vacated.		
Size of area	0 to 4,000 square feet	\$150.00
	4,000 to 10,000 square feet	\$250.00
	In excess of 10,000 square feet	\$500.00
All street vacation approval is subject to City Council approval and Public Hearing process		
REQUIRED SIGNATURES		
Applicant signature:		
Print name: Robert Ketner		Date: 4/27/18
Property owner signature:		
Print name: Joseph Weston		Date: 4/27/18



Inland Group

Comprehensive Multifamily Construction & Development Services

June 27, 2018

Affinity at Vancouver ROW Vacation Narrative

We are requesting a right of way vacation and transfer of approximately 0.58 acres of the vacated property, consisting of a portion of the loop road at the end of NE 51st Circle in Vancouver, Washington. The subject property is legally described in Exhibit A and depicted in Exhibit B. The vacated property will be combined with the three adjacent parcels to the north and west, to create a single developable lot for a 170-unit senior housing community to be known as Affinity at Vancouver.

In exchange for the 0.58 acres, we are proposing to transfer to the City the entire 1.92 acre parcel adjacent to the loop road. This parcel (Clark County Parcel No. 159851000, with a street address of 10601 NE 51st Circle), as shown on Exhibit F, is also adjacent to Kevanna Park and has a substantial number of mature trees (so may be used for park expansion and/or tree preservation purposes). Following the right of way vacation, in conjunction with the development and construction of Affinity at Vancouver, we would create a cul-de-sac turnaround at the new end of NE 51st Circle (to replace the loop road), remove and replace any loop road impervious surfaces and improvements, create a new parking area for Kevanna Park, and create a new park entrance as desired by the Parks Department. A concept drawing of our proposed new park entrance and parking is attached as Exhibit D. The park area could be reconfigured to incorporate the remaining city owned property within the loop road and the 1.92 acre parcel transfer.

This vacation of right of way (and elimination of the loop road) has been generally supported in previous conversation with City staff (including the Parks and Transportation Departments). Due to the secluded nature of the loop road, we understand it has become an overnight parking area for large trucks, a rest area for transients, and a location where deviant activity has become common place (none of which correspond well with Kevanna Park). Vacating the right of way will eliminate the unintended and undesired uses of the loop road, as will the presence of the Affinity at Vancouver project. An active resident population who care about the neighborhood will place "eyes on the street" helping to keep Kevanna Park a safe, peaceful, and friendly place.

Thank you for your consideration. Please feel free to contact us should you have any questions.

Sincerely,

Applicant
Robert Ketner
Affinity at Vancouver, LLC
509-321-3204
robertk@inlandconstruction.com

Property Owner
Joseph Weston
Weston Investment Co., LLC
503-284-9005
joe@westoninv.com

Attachments:

Exhibit A – ROW Vacation Legal Description

Exhibit B – ROW Vacation Survey

Exhibit C – Affinity at Vancouver Site Plan

Exhibit D – Kevanna Park Entrance & Parking Concept

Exhibit E – ALTA Survey of Existing Conditions

Exhibit F – Parcel Map of Proposed Land to Exchange/Expand Kevanna Park

EXHIBIT "A"

RIGHT OF WAY RELINQUISHMENT FROM THE CITY OF VANCOUVER LEGAL DESCRIPTION

A portion of that real property conveyed to Clark County, Washington by statutory warranty deed recorded June 5, 1989 under Auditor's File No. 8906050062 for N. E. 51st Street R. I. D. Right-of-Way, situate in the Thomas Nerton D. L. C., Section 16, Township 2 North, Range 2 East, W.M. in the City of Vancouver, County of Clark, State of Washington and being more particularly described as follows:

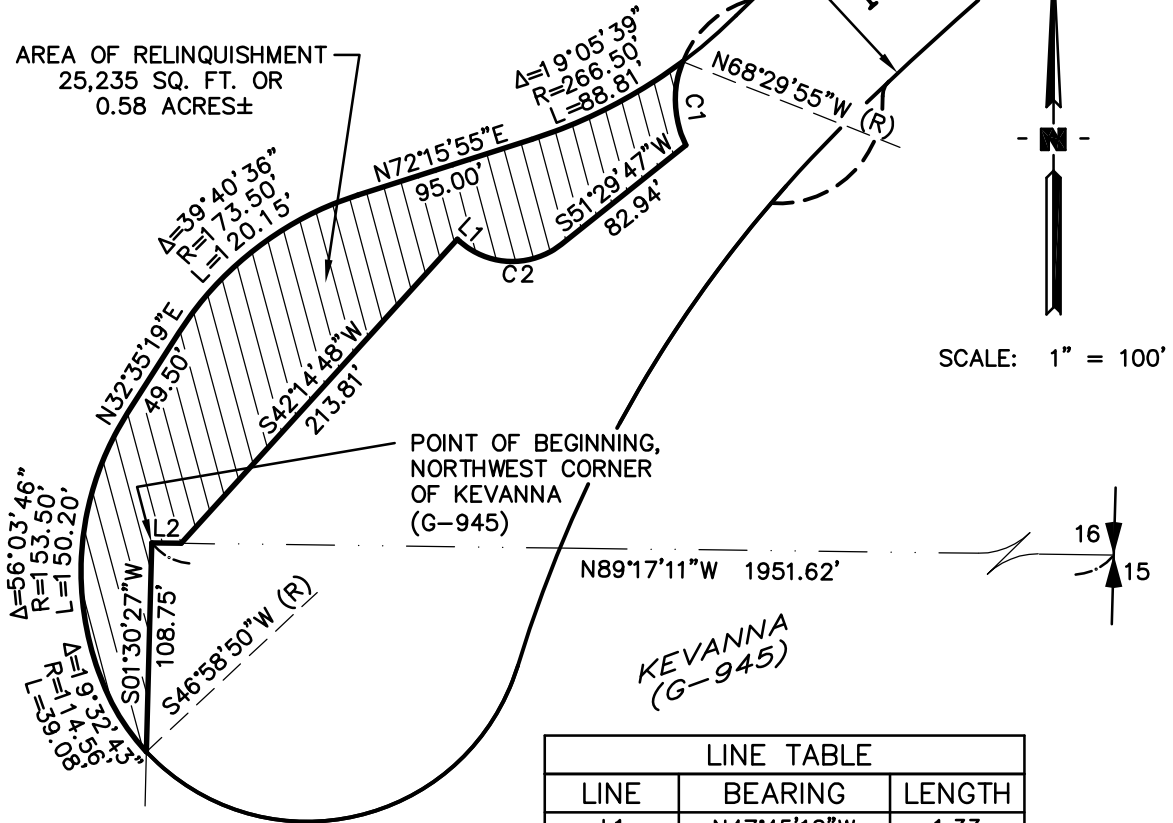
COMMENCING at the East quarter corner of said Section 16; thence North 89°17' 11" West 1951.62 feet along the north line of *KEVANNA* according to the Plat thereof recorded in Book "G", page 945 in the records of Clark County, Washington, to the northwest corner thereof and the POINT OF BEGINNING; thence South 1°30' 27" West 108.75 feet along the west line of said *KEVANNA* to a point on the described right-of-way line according to said statutory warranty deed recorded under Auditor's File No. 8906050062, said point being on a curve having a radius of 114.56 feet, the center of which bears North 46°58' 50" East; thence, along the said described right-of-way, northerly along said curve through a central angle of 19°32' 43", an arc distance of 39.08 feet to a point of compound curve having a radius of 153.50 feet; thence northerly along said curve through a central angle of 56°03' 46", an arc distance of 150.20 feet; thence North 32°35' 19" East 49.50 feet to the beginning of a tangent curve to the right having a radius of 173.50 feet; thence northeasterly along said curve through a central angle of 39°40' 36", an arc distance of 120.15 feet; thence North 72°15' 55" East 95.00 feet to the beginning of a tangent curve to the left having a radius of 266.50 feet; thence northeasterly along said curve through a central angle of 19°05' 39", an arc distance of 88.81 feet to the cusp of a curve to the left having a radius of 54.00 feet, the center of which bears South 68°29' 55" East; thence, leaving said described right-of-way, southerly along said curve through a central angle of 47°33' 51", an arc distance of 44.83 feet; thence South 51°29' 47" West 82.94 feet to the beginning of a tangent curve to the right having a radius of 41.00 feet; thence westerly along said curve through a central angle of 80°45' 01", an arc distance of 57.78 feet; thence North 47°45' 12" West 1.33 feet; thence South 42°14' 48" West 213.81 feet to a point on said north line of *KEVANNA*; thence North 89°17' 11" West 15.34 feet along said north line of *KEVANNA* to the point of beginning. Said described parcel contains 25,235 square feet or 0.58 acres, more or less.



EXHIBIT "B"

RIGHT OF WAY DESCRIBED
IN STATUTORY WARRANTY
DEED NO. 8906050062.

AREA OF RELINQUISHMENT
25,235 SQ. FT. OR
0.58 ACRES±



LINE TABLE		
LINE	BEARING	LENGTH
L1	N47°45'12\"W	1.33
L2	N89°17'11\"W	15.34

CURVE TABLE			
CURVE	DELTA	RADIUS	LENGTH
C1	47°33'51\"	54.00	44.83
C2	80°45'01\"	41.00	57.78

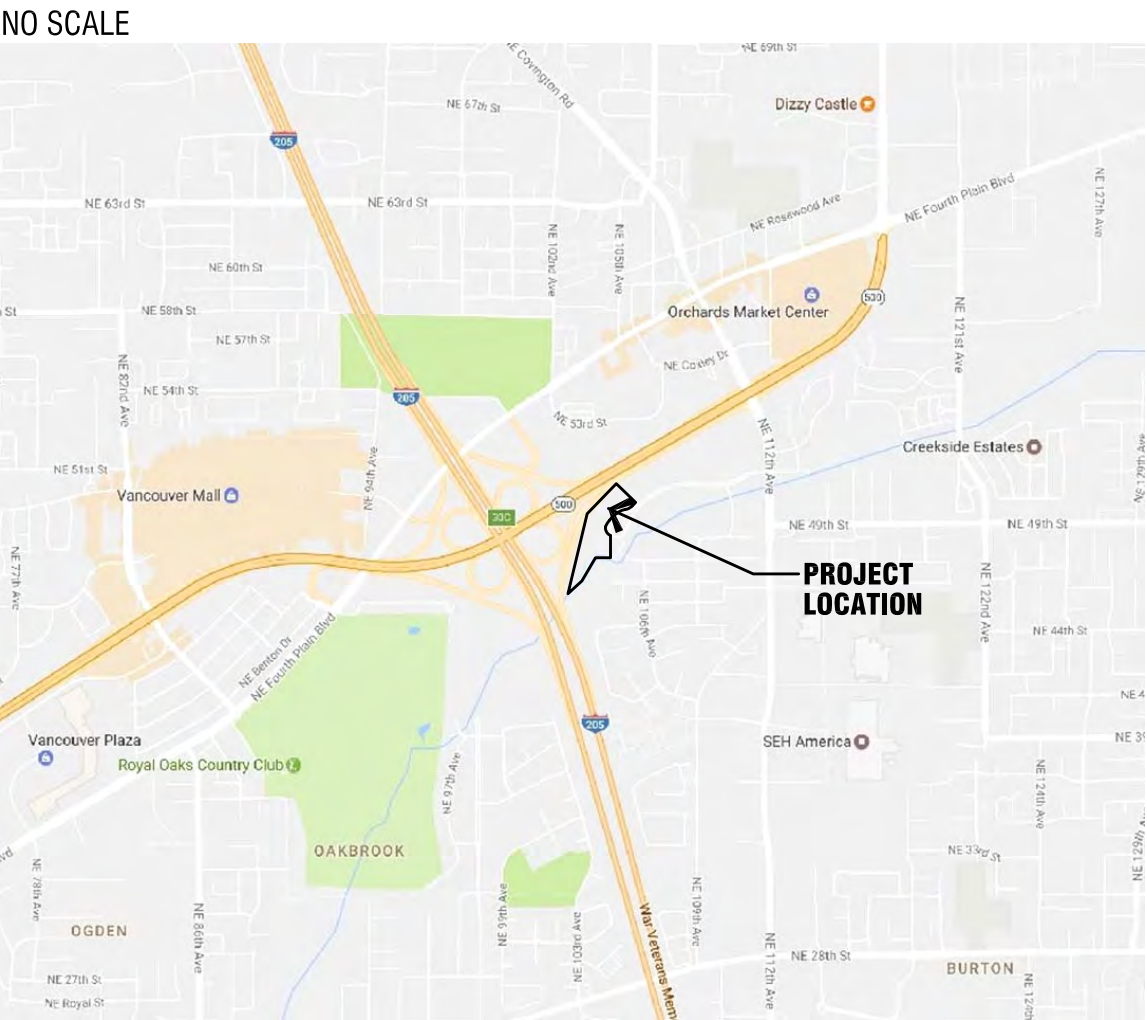


RIGHT OF WAY RELINQUISHMENT
NE 51st CIRCLE
FROM THE CITY OF VANCOUVER
IN THE THOMAS NERTON D.L.C.
IN SECTION 16, T 2 N, R 2 E, WM
CLARK COUNTY, WASHINGTON



DURYE & ASSOCIATES
2702 N. Perry Street
Spokane, WA 99207
JOB NO. 17-2315

VICINITY MAP



AERIAL MAP



PROJECT DIRECTORY

DEVELOPER: AFFINITY AT VANCOUVER, LLC
220 W. CATALDO, SUITE 100
SPOKANE, WA 99201
(509) 321-3205

ARCHITECT: THE ARCHITECTS OFFICE, PLLC
499 MAIN ST.
BOISE, IDAHO 8372
(208) 343-2931

Exhibit C



SITE DATA

SCALE: 1"=40'-0"

PROPERTY AREAS:		
PARCEL 1:	77,538 ± S.F.	1.78 ± ACRES
PARCEL 2:	79,085 ± S.F.	1.82 ± ACRES
PARCEL 3:	198,756 ± S.F.	4.56 ± ACRES
TOTAL:	355,379 ± S.F.	8.16 ± ACRES

PROPOSED MAIN BUILDING:	
OCCUPANCY:	R-2
CONSTRUCTION TYPE:	V-A
HEIGHT:	4 STORIES
UNITS:	170
FOOTPRINT:	46,370 ± S.F.
TOTAL AREA:	180,154 ± S.F.

PROPOSED POOL BUILDING:	
OCCUPANCY:	A-3
CONSTRUCTION TYPE:	V-B
HEIGHT:	1 STORY
AREA:	5,347 ± S.F.

PROPOSED GARAGE BUILDINGS:	
OCCUPANCY:	U
CONSTRUCTION TYPE:	V-B
HEIGHT:	1 STORY
NUMBER OF BUILDINGS:	5
AREAS:	2,728 ± S.F. - 4,224 ± S.F.

PROPOSED PARKING:	
STANDARD OPEN STALLS:	162
OPEN ACCESSIBLE STALLS:	11
STANDARD GARAGE STALLS:	62
ACCESSIBLE GARAGE STALLS:	2
TOTAL PARKING:	237 (1.4/unit)

BUILDING DATA

	GROSS*
FIRST FLOOR	
FIRST FLOOR: NORTH WING	12,759 S.F.
FIRST FLOOR: CENTER CORE	17,598 S.F.
FIRST FLOOR: SOUTH WING	16,013 S.F.
TOTAL FIRST FLOOR	46,370 S.F.
SECOND FLOOR	
SECOND FLOOR: NORTH WING	12,921 S.F.
SECOND FLOOR: CENTER CORE	17,645 S.F.
SECOND FLOOR: SOUTH WING	16,172 S.F.
TOTAL SECOND FLOOR	46,738 S.F.
THIRD FLOOR	
THIRD FLOOR: NORTH WING	12,921 S.F.
THIRD FLOOR: CENTER CORE	14,430 S.F.
THIRD FLOOR: SOUTH WING	16,172 S.F.
TOTAL THIRD FLOOR	43,523 S.F.
FOURTH FLOOR PLAN	
FOURTH FLOOR: NORTH WING	12,921 S.F.
FOURTH FLOOR: CENTER CORE	14,430 S.F.
FOURTH FLOOR: SOUTH WING	16,172 S.F.
TOTAL FOURTH FLOOR	43,523 S.F.
TOTAL BUILDING	180,154 S.F.

* AS MEASURED TO OUTSIDE FACE OF WALL NOT INCLUDING EXTERIOR CANOPIES AND DECKS.

UNIT TYPE DATA

TYPE	1	2	3	4	TOTAL		TUB	SHOWER	AREA*	AREA**	TOTAL
A-1s	1	1	1	1	4			3	457	495	1,485
A-2	1	1	1	1	4		4	1	457	495	1,980
A-HC	1	1	1	1	4			1	457	495	495
TOTAL A UNITS (STUDIO)					8	4.71%					
B-1	8	8	7	7	30		30		553	595	17,850
B-2s	4	4	4	4	16		4	16	638	684	10,944
B-3	2	2	2	2	8		4		553	600	2,400
B-4s	2	2	2	2	8		8		549	592	4,736
B-5s	2	2	2	2	8		8		549	592	4,736
B-HC	1	1	1	1	4		4		553	595	2,380
TOTAL B UNITS (1-BED)					70	41.18%					
C-1	2	2	2	2	8		8		737	791	6,328
C-5s	1	1	1	1	4			4	766	821	3,284
C-HC	1	1	1	1	4			4	766	821	3,284
TOTAL C UNITS (2-BED/1-BATH)					16	9.41%					
C-2	1	1	3	3	8		8		757	810	6,480
C-3s	3	3	3	3	12		12		794	849	10,188
C-4s	3	3	3	3	12		12		936	1,000	12,000
C-6s	1	1	1	1	4		4		786	840	3,360
TOTAL C UNITS (2-BED/1.5-BATH)					36	21.18%					
D-1s	2	2	2	2	8		6	6	951	1,007	6,042
D-2s	1	1	1	1	4		3	3	863	922	2,766
D-3s	1	1	1	1	4		3	3	894	952	2,856
D-4s	1	1	1	1	4		4	4	1119	1,192	4,768
D-5s	2	2	2	2	8		6	6	1132	1,197	7,182
D-6s	2	2	2	2	8		2	2	966	1,029	2,058
D-7s	1	1	1	1	4		4	4	1123	1,196	4,784
D-8s	2	2	2	2	8		8	8	966	1,025	8,200
D-9s	1	1	1	1	4		4	4	962	1,020	4,080
TOTAL D UNITS (2-BED/2-BATH)					40	23.53%					
TOTALS					38	42	45	45	170		
							94	116			134,666

* AS MEASURED TO INSIDE FINISH OF WALL NOT INCLUDING EXTERIOR PATIOS AND DECKS. PER HUD REQUIREMENTS.
** AS MEASURED TO OUTSIDE FACE OF WALL NOT INCLUDING EXTERIOR PATIOS AND DECKS.

UNIT KEY:	A = STUDIO B = (1) BEDROOM (1) BATHROOM C = (2) BEDROOM (1) BATHROOM & (1.5) BATHROOM D = (2) BEDROOM (2) BATHROOM HC = HANDICAP ACCESSIBLE (TYPE A DWELLING UNIT) S = ROLL-IN SHOWER
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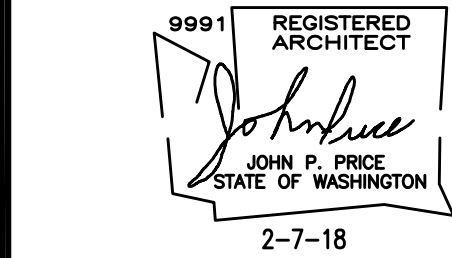


PROJECT

AFFINITY AT VANCOUVER

NW 51ST STREET
VANCOUVER, WASHINGTON

SEAL



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FILE

DATE

MARCH 9, 2018

FILE NO.

17-208 A1.0

DRAWN

JOHN PRICE

REVISIONS

SHEET

A1.0
SITE PLAN

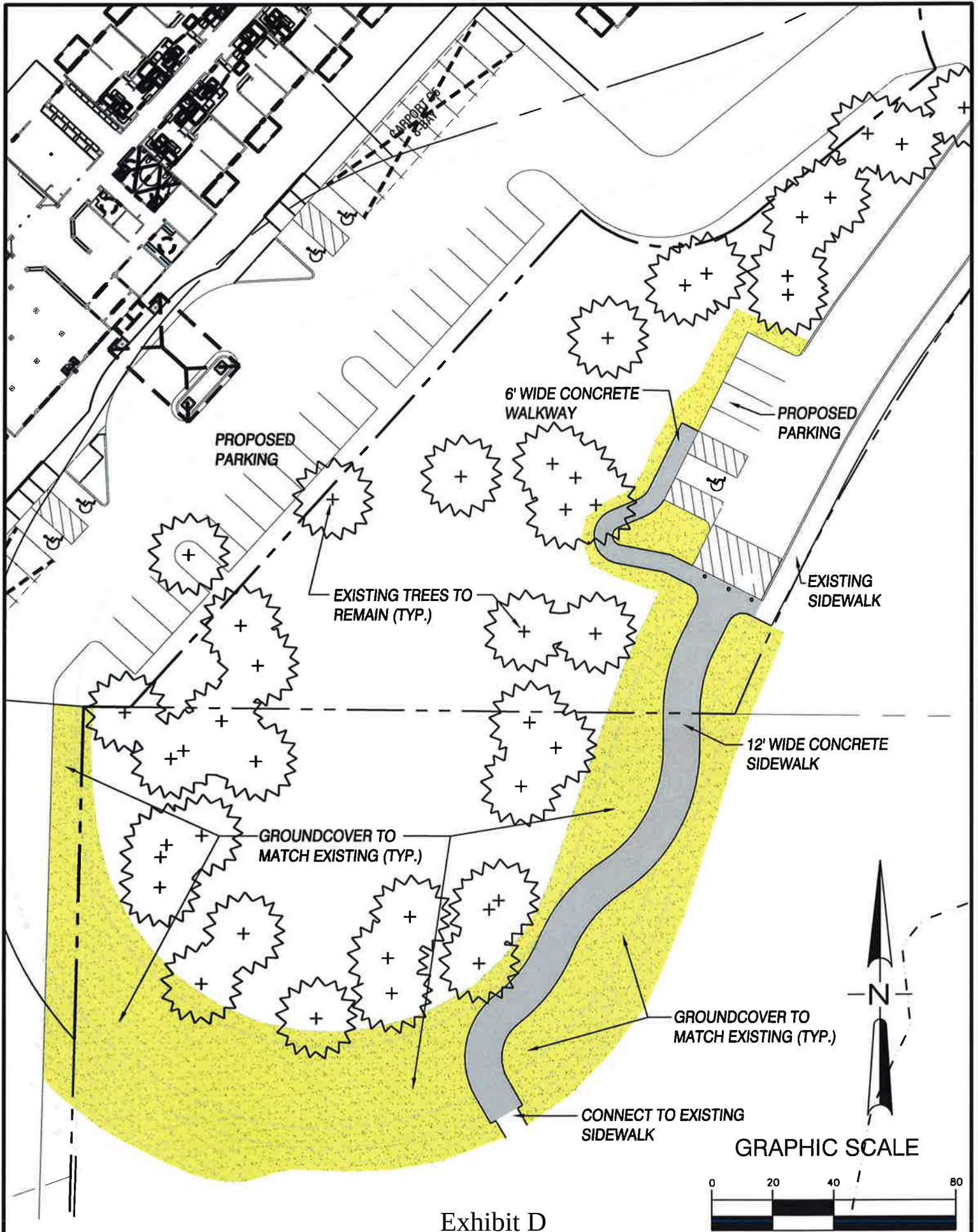


Exhibit D

LEGAL DESCRIPTION:

PARCEL I:
A PARCEL OF PROPERTY IN THE THOMAS NERTON DONATION LAND CLAIM, IN SECTION 16, TOWNSHIP 2 NORTH, RANGE 2 EAST OF THE WILLAMETTE MERIDIAN, CLARK COUNTY, WASHINGTON, BASED ON A RECORD OF SURVEY BY OLSON ENGINEERING, INC. IN AUGUST 1988 NOT YET RECORDED AND DESCRIBED AS FOLLOWS:
COMMENCING AT THE SOUTHEAST CORNER OF THE NORTHEAST QUARTER OF SECTION 16; THENCE NORTH 01°35'45" EAST ALONG THE EAST LINE OF SAID SECTION 16 A DISTANCE OF 1385.99 FEET; THENCE NORTH 88°24'15" WEST 219.44 FEET TO AN ANGLE POINT IN THE SOUTHERLY RIGHT-OF-WAY LINE OF SR-500; THENCE NORTH 75°34'10" WEST ALONG SAID SOUTHERLY RIGHT-OF-WAY LINE 152.48 FEET TO AN ANGLE POINT THEREIN; THENCE SOUTH 61°07'11" WEST ALONG SAID SOUTHERLY RIGHT-OF-WAY LINE 1650.35 FEET TO THE EASTERLY RIGHT-OF-WAY LINE OF I-205; THENCE SOUTH 45°44'48" WEST ALONG SAID EASTERLY RIGHT-OF-WAY LINE 111.28 FEET TO THE TRUE POINT OF BEGINNING; THENCE SOUTH 45°44'48" WEST ALONG SAID EASTERLY RIGHT-OF-WAY LINE 243.72 FEET; THENCE SOUTH 44°15'12" EAST 384.10 FEET TO A 1500.00 FOOT RADIUS CURVE TO THE RIGHT WITH A TANGENT BEARING OF NORTH 37°06'50" EAST INTO SAID CURVE; THENCE ALONG SAID 1500.00 FOOT RADIUS CURVE TO THE RIGHT 244.57 FEET TO A POINT THAT BEARS SOUTH 44°15'12" EAST FROM THE TRUE POINT OF BEGINNING; THENCE NORTH 44°15'12" WEST 367.22 FEET TO THE TRUE POINT OF BEGINNING.
EXCEPTING THEREFROM THAT TRACT CONVEYED TO CLARK COUNTY, WASHINGTON, A MUNICIPAL CORPORATION BY DEED RECORDED JUNE 5, 1989 UNDER AUDITOR'S FILE NO. 8906050062.

PARCEL II:
A PARCEL OF PROPERTY IN THE THOMAS NERTON DONATION LAND CLAIM, IN SECTION 16, TOWNSHIP 2 NORTH, RANGE 2 EAST OF THE WILLAMETTE MERIDIAN, CLARK COUNTY, WASHINGTON, BASED ON A RECORD OF SURVEY BY OLSON ENGINEERING, INC. IN AUGUST 1988 NOT YET RECORDED AND DESCRIBED AS FOLLOWS:
COMMENCING AT THE SOUTHEAST CORNER OF THE NORTHEAST QUARTER OF SECTION 16; THENCE NORTH 01°35'45" EAST ALONG THE EAST LINE OF SAID SECTION 16 A DISTANCE OF 1385.99 FEET; THENCE NORTH 88°24'15" WEST 219.44 FEET TO AN ANGLE POINT IN THE SOUTHERLY RIGHT-OF-WAY LINE OF SR-500; THENCE NORTH 75°34'10" WEST ALONG SAID SOUTHERLY RIGHT-OF-WAY LINE 152.48 FEET TO AN ANGLE POINT THEREIN; THENCE SOUTH 61°07'11" WEST ALONG SAID SOUTHERLY RIGHT-OF-WAY LINE 1650.35 FEET TO THE EASTERLY RIGHT-OF-WAY LINE OF I-205; THENCE SOUTH 45°44'48" WEST ALONG SAID EASTERLY RIGHT-OF-WAY LINE 111.28 FEET TO THE TRUE POINT OF BEGINNING; THENCE SOUTH 45°44'48" WEST ALONG SAID EASTERLY RIGHT-OF-WAY LINE 243.72 FEET; THENCE SOUTH 44°15'12" EAST 384.10 FEET TO A 1500.00 FOOT RADIUS CURVE TO THE RIGHT WITH A TANGENT BEARING OF NORTH 37°06'50" EAST INTO SAID CURVE; THENCE ALONG SAID 1500.00 FOOT RADIUS CURVE TO THE RIGHT 244.57 FEET TO A POINT THAT BEARS SOUTH 44°15'12" EAST FROM THE TRUE POINT OF BEGINNING; THENCE NORTH 44°15'12" WEST 367.22 FEET TO THE TRUE POINT OF BEGINNING.
EXCEPTING THEREFROM THAT TRACT CONVEYED TO CLARK COUNTY, WASHINGTON, A MUNICIPAL CORPORATION BY DEED RECORDED JUNE 5, 1989 UNDER AUDITOR'S FILE NO. 8906050062.

LEGAL DESCRIPTION:

PARCEL III:
A PARCEL OF PROPERTY IN THE THOMAS NERTON DONATION LAND CLAIM, IN SECTION 16, TOWNSHIP 2 NORTH, RANGE 2 EAST OF THE WILLAMETTE MERIDIAN, CLARK COUNTY, WASHINGTON, BASED ON A RECORD OF SURVEY BY OLSON ENGINEERING, INC. IN AUGUST 1988 NOT YET RECORDED AND DESCRIBED AS FOLLOWS:
COMMENCING AT THE SOUTHEAST CORNER OF THE NORTHEAST QUARTER OF SECTION 16; THENCE NORTH 01°35'45" EAST ALONG THE EAST LINE OF SAID SECTION 16 A DISTANCE OF 1385.99 FEET; THENCE NORTH 88°24'15" WEST 219.44 FEET TO AN ANGLE POINT IN THE SOUTHERLY RIGHT-OF-WAY LINE OF SR-500; THENCE NORTH 75°34'10" WEST ALONG SAID SOUTHERLY RIGHT-OF-WAY LINE 152.48 FEET TO AN ANGLE POINT THEREIN; THENCE SOUTH 61°07'11" WEST ALONG SAID SOUTHERLY RIGHT-OF-WAY LINE 1650.35 FEET TO THE EASTERLY RIGHT-OF-WAY LINE OF I-205; THENCE SOUTH 45°44'48" WEST ALONG SAID EASTERLY RIGHT-OF-WAY LINE 111.28 FEET TO THE TRUE POINT OF BEGINNING; THENCE SOUTH 45°44'48" WEST ALONG SAID EASTERLY RIGHT-OF-WAY LINE 243.72 FEET; THENCE SOUTH 44°15'12" EAST 384.10 FEET TO A 1500.00 FOOT RADIUS CURVE TO THE RIGHT WITH A TANGENT BEARING OF NORTH 37°06'50" EAST INTO SAID CURVE; THENCE ALONG SAID 1500.00 FOOT RADIUS CURVE TO THE RIGHT 244.57 FEET TO A POINT THAT BEARS SOUTH 44°15'12" EAST FROM THE TRUE POINT OF BEGINNING; THENCE NORTH 44°15'12" WEST 367.22 FEET TO THE TRUE POINT OF BEGINNING.
EXCEPTING THEREFROM THAT TRACT CONVEYED TO CLARK COUNTY, WASHINGTON, A MUNICIPAL CORPORATION BY DEED RECORDED JUNE 5, 1989 UNDER AUDITOR'S FILE NO. 8906050062.

THE PROPERTY DESCRIBED AND SHOWN HEREON IS THE SAME PROPERTY AS DESCRIBED IN THE CHICAGO TITLE COMPANY OF WASHINGTON COMMITMENT FOR TITLE INSURANCE NUMBER 622-87816 AMENDMENT 3 - UPDATE DATED MAY 16, 2018.

CHICAGO TITLE COMPANY OF WASHINGTON
COMMITMENT NO. 622-87816 AMENDMENT 2
SCHEDULE B - EXCEPTIONS:

- LANDSCAPE MAINTENANCE AGREEMENT RECORDED JULY 18, 1989 UNDER RECORDING NO. 8907180085; AFFECTS SUBJECT PROPERTY, NOT PLOTTED, GENERAL IN NATURE.
- RELINQUISHMENT OF ALL EXISTING, FUTURE OR POTENTIAL EASEMENTS FOR ACCESS, LIGHT, VIEW AND AIR, AND ALL RIGHTS OF INGRESS, EGRESS AND REGRESS CONTAINED IN WARRANTY DEED RECORDED JULY 16, 1970 UNDER RECORDING NO. G557618; AFFECTS PARCEL I OF THE SUBJECT PROPERTY, NOT PLOTTED, GENERAL IN NATURE.
- RELINQUISHMENT OF ALL EXISTING, FUTURE OR POTENTIAL EASEMENTS FOR ACCESS, LIGHT, VIEW AND AIR, AND ALL RIGHTS OF INGRESS, EGRESS AND REGRESS CONTAINED IN WARRANTY DEED RECORDED JULY 16, 1970 UNDER RECORDING NO. G558545; DOES NOT AFFECT THE SUBJECT PROPERTY, NOT PLOTTED.
- DRAINAGE EASEMENT RECORDED OCTOBER 30, 1972 UNDER RECORDING NO. G617364; DOES NOT AFFECT THE SUBJECT PROPERTY, NOT PLOTTED.
- RELINQUISHMENT OF ALL EXISTING, FUTURE OR POTENTIAL EASEMENTS FOR ACCESS, LIGHT, VIEW AND AIR, AND ALL RIGHTS OF INGRESS, EGRESS AND REGRESS TO, FROM AND BETWEEN SAID LAND AND THE HIGHWAYS CONSTRUCTED ON LANDS CONDEMNED BY PROCEEDINGS UNDER CLARK COUNTY SUPERIOR COURT CAUSE NO. 53048; AFFECT NOT DETERMINED, NOT PLOTTED, DOCUMENT NOT PROVIDED.
- SEWER EASEMENT RECORDED NOVEMBER 13, 1973 UNDER RECORDING NO. G649934; DOES NOT AFFECT THE SUBJECT PROPERTY, NOT PLOTTED.
- SEWER EASEMENT RECORDED NOVEMBER 19, 1973 UNDER RECORDING NO. G650247; DOES NOT AFFECT THE SUBJECT PROPERTY, NOT PLOTTED.
- SEWER EASEMENT RECORDED NOVEMBER 27, 1973 UNDER RECORDING NO. G650819; DOES NOT AFFECT THE SUBJECT PROPERTY, NOT PLOTTED.
- EASEMENT FOR RIGHT-OF-WAY RECORDED MAY 17, 1974 UNDER RECORDING NO. G662810; AFFECTS SUBJECT PROPERTY, NOT PLOTTED, LOCATION OF GUY ANCHOR IS NOT DESCRIBED.
- EASEMENT RECORDED APRIL 7, 1976 UNDER RECORDING NO. G719262; DOES NOT AFFECT THE SUBJECT PROPERTY, PLOTTED.
- JOINT EASEMENT AND RIGHT OF WAY RECORDED JUNE 3, 1982 UNDER RECORDING NO. 8206030086; DOES NOT AFFECT THE SUBJECT PROPERTY, NOT PLOTTED.
- EASEMENT RECORDED JULY 30, 1982 UNDER RECORDING NO. 8207300123; DOES NOT AFFECT THE SUBJECT PROPERTY, NOT PLOTTED.
- WATER EASEMENT RECORDED JULY 30, 1982 UNDER RECORDING NO. 8207300124; DOES NOT AFFECT THE SUBJECT PROPERTY, NOT PLOTTED.
- EASEMENT RECORDED JULY 21, 1983 UNDER RECORDING NO. 8307210125; DOES NOT AFFECT THE SUBJECT PROPERTY, NOT PLOTTED.
- EASEMENT FOR ROADWAY SLOPES RECORDED JULY 21, 1983 UNDER RECORDING NO. 8307210126; DOES NOT AFFECT THE SUBJECT PROPERTY, NOT PLOTTED.
- UTILITY EASEMENT RECORDED APRIL 10, 1986 UNDER RECORDING NO. 8604100183; AFFECTS PARCEL III OF THE SUBJECT PROPERTY, PLOTTED.
- GREENBELT EASEMENT RECORDED APRIL 10, 1986 UNDER RECORDING NO. 8604100184; DOES NOT AFFECT THE SUBJECT PROPERTY, NOT PLOTTED.
- JOINT EASEMENT AND RIGHT OF WAY RECORDED AUGUST 23, 1988 UNDER RECORDING NO. 8808230099; DOES NOT AFFECT THE SUBJECT PROPERTY, NOT PLOTTED.
- EASEMENT AND RIGHT OF WAY RECORDED DECEMBER 13, 1988 UNDER RECORDING NO. 8812130059; DOES NOT AFFECT THE SUBJECT PROPERTY, NOT PLOTTED.
- EASEMENT AND RIGHT OF WAY RECORDED OCTOBER 18, 1996 UNDER RECORDING NO. 9610180031; DOES NOT AFFECT THE SUBJECT PROPERTY, NOT PLOTTED.
- SANITARY SEWER EASEMENT RECORDED AUGUST 29, 2003 UNDER RECORDING NO. 3706578; DOES NOT AFFECT THE SUBJECT PROPERTY, PLOTTED.
- CLARK COUNTY RESOLUTION NO. 1988-05-31 RECORDED OCTOBER 3, 1991 UNDER RECORDING NO. 9110030251; AFFECTS SUBJECT PROPERTY, NOT PLOTTED, GENERAL IN NATURE.
- CLARK COUNTY RESOLUTION NO. 1991-09-15 RECORDED OCTOBER 3, 1991 UNDER RECORDING NO. 9110030250; AFFECTS SUBJECT PROPERTY, NOT PLOTTED, GENERAL IN NATURE.
- COVENANT RUNNING WITH THE LAND RECORDED OCTOBER 13, 1978 UNDER RECORDING NO. 7810130109, AMENDED BY INSTRUMENT RECORDED AUGUST 10, 1981 UNDER RECORDING NO. 8108100061; AFFECTS SUBJECT PROPERTY, NOT PLOTTED, GENERAL IN NATURE.
- COVENANT RUNNING WITH THE LAND RECORDED OCTOBER 13, 1978 UNDER RECORDING NO. 7810130110, AMENDED BY INSTRUMENT RECORDED AUGUST 10, 1981 UNDER RECORDING NO. 8108100061; AFFECTS SUBJECT PROPERTY, NOT PLOTTED, GENERAL IN NATURE.
- UTILITY SERVICE COVENANT RECORDED NOVEMBER 3, 1982 UNDER RECORDING NO. 8211030009; AFFECTS SUBJECT PROPERTY, NOT PLOTTED, GENERAL IN NATURE.
- DECLARATION OF COVENANTS, CONDITIONS AND RESTRICTIONS RECORDED JULY 5, 1989 UNDER RECORDING NO. 8907050156; RE-RECORDED JULY 7, 1989 UNDER RECORDING NO. 8907070103; FIRST AMENDMENT TO DECLARATION OF COVENANTS, CONDITIONS AND RESTRICTIONS RECORDED JULY 28, 1999 UNDER RECORDING NO. 3134263; ASSIGNMENT OF DECLARANT'S RIGHTS RECORDED JULY 20, 2015 UNDER RECORDING NO. 5194596 AND 5194598; AFFECTS SUBJECT PROPERTY, COMMON AREA PLOTTED, ALL OTHER MATTERS ARE GENERAL IN NATURE.
- COVENANTS, CONDITIONS, RESTRICTIONS, REGITALS, RESERVATIONS, EASEMENTS, EASEMENT PROVISIONS, DEDICATIONS, BUILDING SETBACK LINES, NOTES, STATEMENTS, AND OTHER MATTERS AS SET FORTH OF RECORD OF SURVEY RECORDED IN BOOK 25 OF SURVEYS, PAGE 31; AFFECTS SUBJECT PROPERTY; EASEMENTS PLOTTED.
- COVENANTS, CONDITIONS, RESTRICTIONS, REGITALS, RESERVATIONS, EASEMENTS, EASEMENT PROVISIONS, DEDICATIONS, BUILDING SETBACK LINES, NOTES, STATEMENTS, AND OTHER MATTERS AS SET FORTH OF RECORD OF SURVEY RECORDED IN BOOK 25 OF SURVEYS, PAGE 8; AFFECTS SUBJECT PROPERTY, NOT PLOTTED, GENERAL IN NATURE.
- SEWER EASEMENT RECORDED NOVEMBER 27, 1973 UNDER RECORDING NO. G650818; AFFECTS PARCEL III OF THE SUBJECT PROPERTY, PLOTTED.

NOTES AND COMMENTS:

- POSTED PROPERTY ADDRESS: NO POSTED PROPERTY ADDRESS, THE PROPERTY HAS NOT BEEN DEVELOPED.
PARCEL I SITE ADDRESS LISTED AS: 10500 NE 51ST CIR, VANCOUVER, WA
PARCEL II SITE ADDRESS LISTED AS: 10420 NE 51ST CIR, VANCOUVER, WA
PARCEL III SITE ADDRESS LISTED AS: 10400 NE 51ST CIR, VANCOUVER, WA
- BY GRAPHIC PLOTTING ONLY, A PORTION OF THIS PROPERTY IS IN ZONE X AND A PORTION IS IN ZONE AE, OF THE FLOOD INSURANCE RATE MAPS NO. 5301100387D AND 5301100388D WHICH BOTH BEAR AN EFFECTIVE DATE OF SEPTEMBER 5, 2012 A PORTION OF THE SUBJECT PROPERTY IS IN A SPECIAL FLOOD HAZARD AREA. NO FIELD SURVEYING WAS PERFORMED TO DETERMINE THIS ZONE AND AN ELEVATION CERTIFICATE MAY BE NEEDED TO VERIFY THIS DETERMINATION OR APPLY FOR A VARIANCE FROM THE FEDERAL EMERGENCY MANAGEMENT AGENCY.
- GROSS LAND AREA 356,389 SQUARE FEET OR 8.18 ACRES, MORE OR LESS.
PARCEL I: 73,961 SQUARE FEET OR 1.70 ACRES, MORE OR LESS.
PARCEL II: 82,721 SQUARE FEET OR 1.90 ACRES, MORE OR LESS.
PARCEL III: 199,707 SQUARE FEET OR 4.58 ACRES, MORE OR LESS.
- PER THE CITY OF VANCOUVER PLANNING DEPARTMENT, THIS SITE IS CURRENTLY ZONED CG (GENERAL COMMERCIAL); CG ZONING REQUIREMENTS FOR THIS SITE:
SETBACKS:
FRONT, SIDE AND REAR SETBACKS PURSUANT TO THE SCREENING AND BUFFERING STANDARDS CONTAINED IN VMC TABLES 20.925.030-1 AND 20.925.030-2, PLUS AN ADDITIONAL FOOT FOR EACH FOOT THE BUILDING EXCEEDS 20 FEET IN HEIGHT TO A MAXIMUM SETBACK REQUIREMENT OF 40 FEET.
HEIGHT: NONE
LOT COVERAGE: MAXIMUM DETERMINED BY COMPLIANCE WITH SCREENING AND BUFFERING STANDARDS CONTAINED IN VMC TABLES 20.925.030-1 AND 20.925.030-2, STORMWATER STANDARDS, EROSION CONTROL, REGULATION, AND ALL OTHER APPLICABLE DEVELOPMENT STANDARDS.
PARKING: SENIOR MULTI-FAMILY HOUSING; 1 SPACE PER DWELLING UNIT
- AT THE TIME OF FIELD SURVEY, THERE WERE NO BUILDINGS ON THE SUBJECT PROPERTY.
- TOTAL PARKING SPACES 0, THE SUBJECT PROPERTY IS UNDEVELOPED.
- THE UNDERGROUND UTILITIES SHOWN HEREON ARE COMPILED FROM PLANS AND MAPS PROVIDED BY THE CITY OF VANCOUVER AND VERIFIED BY THE VISIBLE SURFACE FEATURES OF THESE UTILITIES AND MARKINGS PROVIDED BY A 811 UTILITY LOCATE SERVICE PURSUANT TO SECTION 5.ELIV. AN EXACT LOCATION OF THESE UTILITIES WAS NOT PERFORMED FOR THIS SURVEY. BEFORE DIGGING, CALL THE APPROPRIATE LOCAL UTILITY LOCATE SERVICE FOR FIELD LOCATIONS OF UNDERGROUND UTILITY LINES.
- THIS SURVEY WAS PREPARED IN ACCORDANCE WITH HUD SURVEY INSTRUCTIONS AND REPORT, HUD FORM 91073(M) DATED JUNE 2014.
- AT THE TIME OF THE FIELD SURVEY, THERE WAS NO OBSERVABLE EVIDENCE OF EARTH MOVING WORK, BUILDING CONSTRUCTION, OR BUILDING ADDITIONS WITHIN RECENT MONTHS.
- PURSUANT TO THE CITY OF VANCOUVER PUBLIC WORKS DEPARTMENT WEBSITE www.cityofvancouver.us/sites/default/files/fileattachments/public_works/page/1744/2017-2022_tlp_final.pdf, THERE ARE NO CURRENT PROPOSALS FOR ANY CHANGES IN STREET RIGHT OF WAY LINES ADJACENT TO THE SUBJECT PROPERTY SHOWN ON THIS SURVEY.
- AT THE TIME OF FIELD SURVEY, THERE WAS NO OBSERVABLE EVIDENCE OF RECENT STREET OR SIDEWALK CONSTRUCTION OR REPAIRS.
- AT THE TIME OF FIELD SURVEY, THERE WAS NO EVIDENCE OF FIELD DELINEATION OF WETLANDS CONDUCTED BY A QUALIFIED SPECIALIST.
- THE LOCATION OF THE TREES SHOWN HEREON WERE SURVEYED ACCORDING TO THE TREE LIST PREPARED BY GALEN WRIGHT OF WASHINGTON FORESTRY CONSULTANTS, INC. THE TREE NUMBER IS DEPICTED ON THE SURVEY, PLEASE REFER TO THE TREE LIST FOR THE CORRESPONDING SPECIES, DIAMETER AND OTHER INFORMATION.
- PURSUANT TO TABLE A, ITEM 19, THERE ARE NO APPURTENANT EASEMENTS LISTED IN THE REFERENCED TITLE REPORT.
- ACCESS TO PROPERTY VIA PUBLIC RIGHTS OF WAY:
NORTHEAST 51st CIRCLE (NO PHYSICAL ACCESS)
- EASEMENT RIGHTS: PLOTTABLE EASEMENTS ARE SHOWN FROM THE OWNER SUPPLIED TITLE REPORT. NON-PLOTTABLE EASEMENTS ARE NOTED ON THE SURVEY AS BEING "NOT PLOTTED". BECAUSE OUR SERVICE IS LIMITED TO REPORTING ON EASEMENT LOCATIONS, WE STRONGLY RECOMMEND LEGAL COUNSEL BE RETAINED TO REPORT ON TITLE PAPERS IN THEIR ENTIRETY.
- AT THE TIME OF THE FIELD SURVEY, THERE WAS NO VISIBLE EVIDENCE OF SITE USE AS A CEMETERY OR BURIAL GROUND.
- THE RECORD DESCRIPTION MATHEMATICALLY CLOSES.
- BASIS OF BEARINGS: THE BEARING OF NORTH 01°35'45" EAST ALONG THE EAST LINE OF THE NORTHEAST QUARTER OF SECTION 16, TOWNSHIP 2 NORTH, RANGE 2 EAST, W.M. AS SHOWN UPON THAT CERTAIN RECORD OF SURVEY RECORDED JUNE 12, 2003 IN BOOK 51 OF SURVEYS AT PAGE 086, CLARK COUNTY RECORDS, WAS TAKEN AS THE BASIS OF BEARINGS SHOWN UPON THIS SURVEY.
- THERE ARE NO GAPS, GORES OR OVERLAPS BETWEEN THE SUBJECT PROPERTY AND THE ADJOINING PROPERTIES OR PUBLIC STREET RIGHTS OF WAY SHOWN ON THIS SURVEY.
- THERE ARE NO INTERIOR GAPS, GORES OR OVERLAPS BETWEEN THE PARCELS WITHIN THE SUBJECT PROPERTY.
- TAX MAP PARCEL NOS.: 159847000, 159848000 & 159849000
- THIS IS AN AS-BUILT SURVEY PREPARED IN ACCORDANCE WITH THE MINIMUM STANDARD DETAIL REQUIREMENTS FOR ALTA/NSPS LAND TITLE SURVEYS.
- THIS SURVEY WAS PREPARED FOR THE PURPOSES OF OBTAINING AN EXTENDED COVERAGE TITLE INSURANCE POLICY.
- THE USE OF THE WORD "CERTIFY" OR "CERTIFICATION" WITHIN THIS SURVEY ONLY CONSTITUTES AN EXPRESSION OF PROFESSIONAL OPINION REGARDING THOSE FACTS AND FINDINGS SHOWN ON THIS SURVEY, AND DOES NOT CONSTITUTE A WARRANTY OR GUARANTEE, EITHER IMPLIED OR EXPRESSED.
- DURYEA & ASSOCIATES ONLY ACKNOWLEDGES SIGNED AND STAMPED MAPS AND DRAWINGS. NO RESPONSIBILITY OR LIABILITY IS EXPRESSED OR IMPLIED FOR ELECTRONIC DATA AND/OR REPRODUCED MAPS AND DRAWINGS.

VERTICAL DATUM:

THE VERTICAL RELIEF SHOWN HEREON, WITH A 1 FOOT CONTOUR INTERVAL WAS PRODUCED FROM A GROUND SURVEY ON NAVD 88 DATUM.
BENCHMARK: AN ALUMINUM CAP AT THE SURFACE OF NE 51ST CIRCLE DESIGNATED IS0658 AND HAVING A PUBLISHED NAVD 88 ELEVATION OF 198.855 FEET, ACCORDING TO WASHINGTON STATE DEPARTMENT OF TRANSPORTATION DATA SHEET, WAS USED AS THE CONTROLLING BENCHMARK.
DATUM = NAVD 88. CONVERSION TO NGVD 29 = NAVD 88 - 3.47 FEET

ON-SITE TEMPORARY BENCH MARK: THE SOUTHWEST ANCHOR BOLT ON LIGHT POLE NO. V22161303 LOCATED ON THE SOUTHERLY SIDE OF NE 51ST CIRCLE ACROSS FROM PARCEL I, HAVING AN NAVD 88 ELEVATION OF 202.04 FEET.

HORIZONTAL DATUM:

WASHINGTON SOUTH ZONE, U.S. SURVEY FEET.
CONTROLLING POINTS: THE NORTHEAST CORNER OF SECTION 16, TOWNSHIP 2 NORTH, RANGE 2 EAST, WILLAMETTE MERIDIAN, HAVING STATE PLANE COORDINATES OF NORTH 127,604,235 FEET AND EAST 1,114,282,095 FEET AND THE EAST QUARTER CORNER OF SAID SECTION 16, HAVING STATE PLANE COORDINATES OF NORTH 124,980,231 FEET AND EAST 1,114,208,455 FEET ARE TO BE USED AS THE BASIS OF HORIZONTAL CONTROL.

THE GRID BEARING BETWEEN CONTROLLING MONUMENTS BEING N01°35'43"E.

POSSIBLE ENCROACHMENTS:

THERE ARE NO ENCROACHMENTS BY IMPROVEMENTS ON THE ADJOINING PROPERTY ONTO SUBJECT PROPERTY, AND NO ENCROACHMENTS BY IMPROVEMENTS LOCATED ON SUBJECT PROPERTY OVER ANY ADJOINING PROPERTY OR OVER ANY PLOTTED OR PLOTTABLE EASEMENTS.

SURVEYOR'S CERTIFICATION:

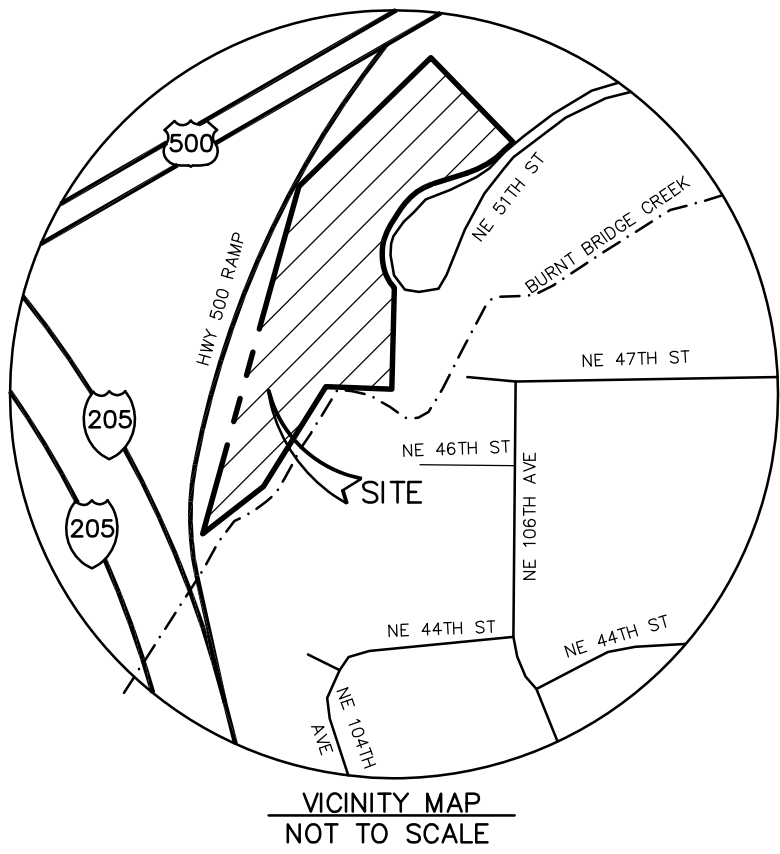
To: Affinity at Vancouver, LLC and Chicago Title Company of Washington.

This is to certify that this map or plat and the survey on which it is based were made in accordance with the 2016 Minimum Standard Detail Requirements for ALTA/NSPS Land Title Surveys, jointly established and adopted by ALTA and NSPS, and includes Items 2, 3, 4, 5, 6(a), 6(b), 7(a), 7(b)(1), 7(c), 8, 9, 11, 13, 14, 16, 17, 18, 19, 20 and 21 (topographic survey for design purposes) of Table A thereof. The field work was completed on August 31, 2017.

Date of Plat or Map: 09/11/2017

PRELIMINARY

Mitchell Duryea
LS 33658
Exp. 9/17/2019
mitch@duryea-associates.com



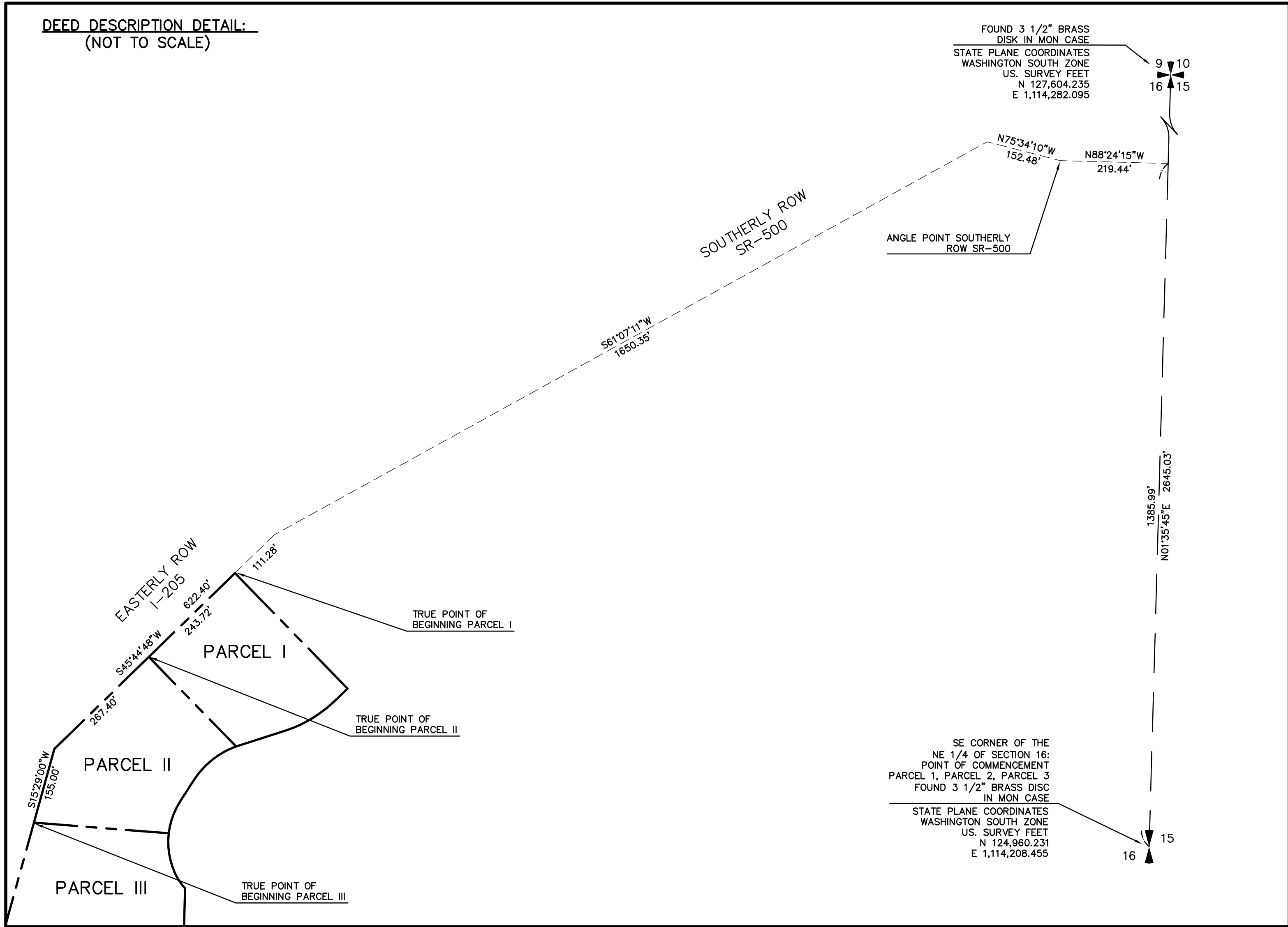
ALTA/NSPS LAND TITLE SURVEY
AFFINITY AT VANCOUVER
NE 51st CIRCLE
VANCOUVER, WASHINGTON

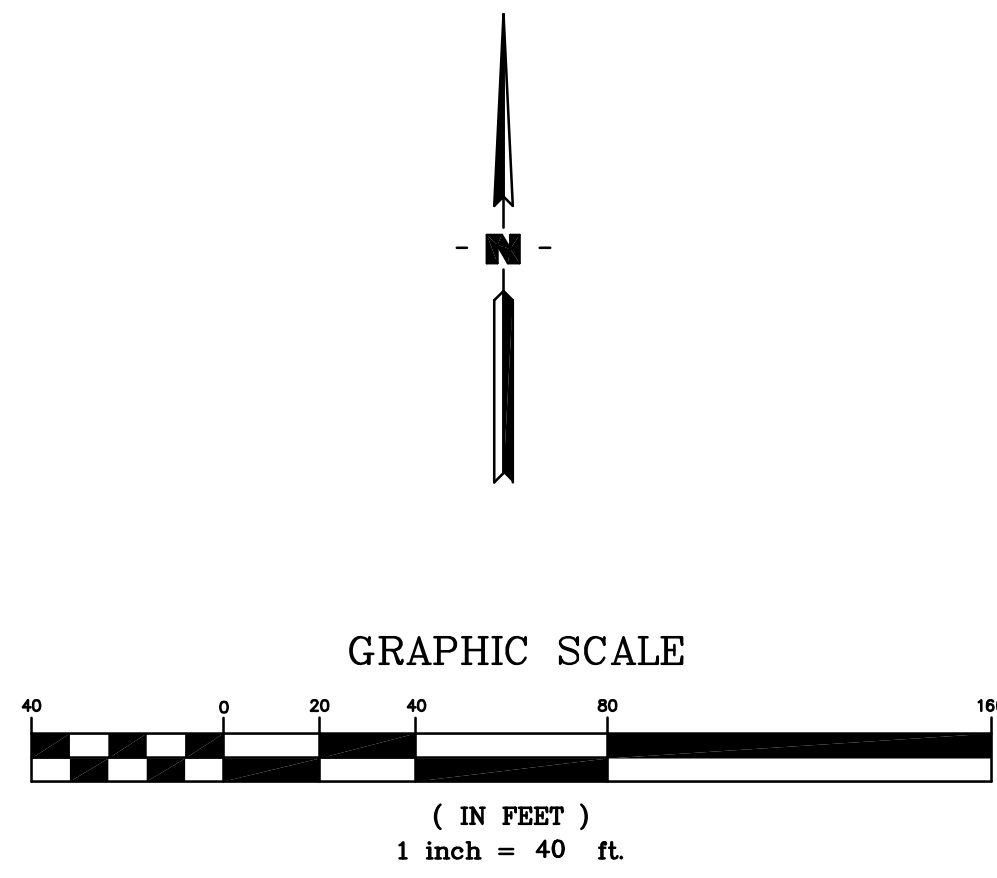
DURYEA & ASSOCIATES
Surveying and Mapping

2702 N. Perry Street Spokane, WA 99207 (509) 465-8007
www.duryea-associates.com

DATE: SEPTEMBER, 2017	SHEET:
SCALE: 1" = 40'	1 OF 3
PROJECT SURVEYOR: JAL	
DRAWN BY: LSH	
LAST DATE OF REVISION: 6/20/2018	JOB NO.: 17-2315

DEED DESCRIPTION DETAIL:
(NOT TO SCALE)





TRUE POINT OF BEGINNING PARCEL II
(SEE DEED DESCRIPTION DETAIL)

TRUE POINT OF BEGINNING PARCEL I
(SEE DEED DESCRIPTION DETAIL)

TRUE POINT OF BEGINNING PARCEL III
(SEE DEED DESCRIPTION DETAIL)

FOUND 3 1/2" BRASS
DISK IN MON CASE
STATE PLANE COORDINATES
WASHINGTON SOUTH ZONE
U.S. SURVEY FEET
NORTH 127,604.235
EAST 1,114,282.095

FOUND 3 1/2" BRASS
DISK IN MON CASE
STATE PLANE COORDINATES
WASHINGTON SOUTH ZONE
U.S. SURVEY FEET
NORTH 124,960.231
EAST 1,114,208.455

LINE TABLE		
LINE	BEARING	DISTANCE
L1	S32°35'19"W	49.50'
L2	N72°15'55"E	95.00'
L3	N44°43'18"W	39.00'
L4	S32°35'19"W	49.50'
L5	N72°15'55"E	95.00'

CURVE TABLE		
CURVE	RADIUS	DELTA
C1	114.56'	19°32'43"
C2	153.50'	30°09'43"
C3	153.50'	25°54'03"
C4	173.50'	37°20'28"
C5	173.50'	2°20'08"
C6	266.50'	26°59'12"
C7	1540.00'	1°09'33"
C8	692.00'	28°21'10"
C9	94.06'	139°35'59"
C10	133.00'	56°03'46"
C11	153.00'	39°40'36"
C12	287.00'	26°59'12"
C13	1500.00'	4°22'25"

LEGEND:

- PROPERTY LINE
- EASEMENT LINE
- CENTERLINE
- BUILDING LINE
- 6" CONCRETE CURB
- EDGE OF ASPHALT
- APPROXIMATE CENTERLINE OF BURNT BRIDGE CREEK
- FLOOD ZONE BOUNDARY
- CHAINLINK FENCE AS NOTED
- WOOD FENCE AS NOTED
- 6" VINYL FENCE
- GUARD RAIL
- CONCRETE SURFACE
- UNDERGROUND STORM DRAIN LINE
- UNDERGROUND SANITARY SEWER LINE
- UNDERGROUND WATER LINE
- OVERHEAD ELECTRIC/TELEPHONE LINE

- FIRE HYDRANT
- WATER VALVE
- WATER BLOW OFF VALVE
- SANITARY SEWER MANHOLE
- STORM SEWER MANHOLE
- CATCH BASIN
- POWER POLE
- POWER POLE WITH GUY WIRE
- TELECOMMUNICATION RISER
- LIGHT STANDARD
- SIGN
- TEST PIT
- MONITORING WELL
- TREE LOCATION AND NUMBER PER TREE LIST
- RECORD BEARING AND/OR DISTANCE
- LANDSCAPED AREA
- TRASH ENCLOSURE
- FOUND AS NOTED
- FOUND 1/2" RE-BAR W/CAP ILLEGIBLE
- BENCHMARK

PRELIMINARY

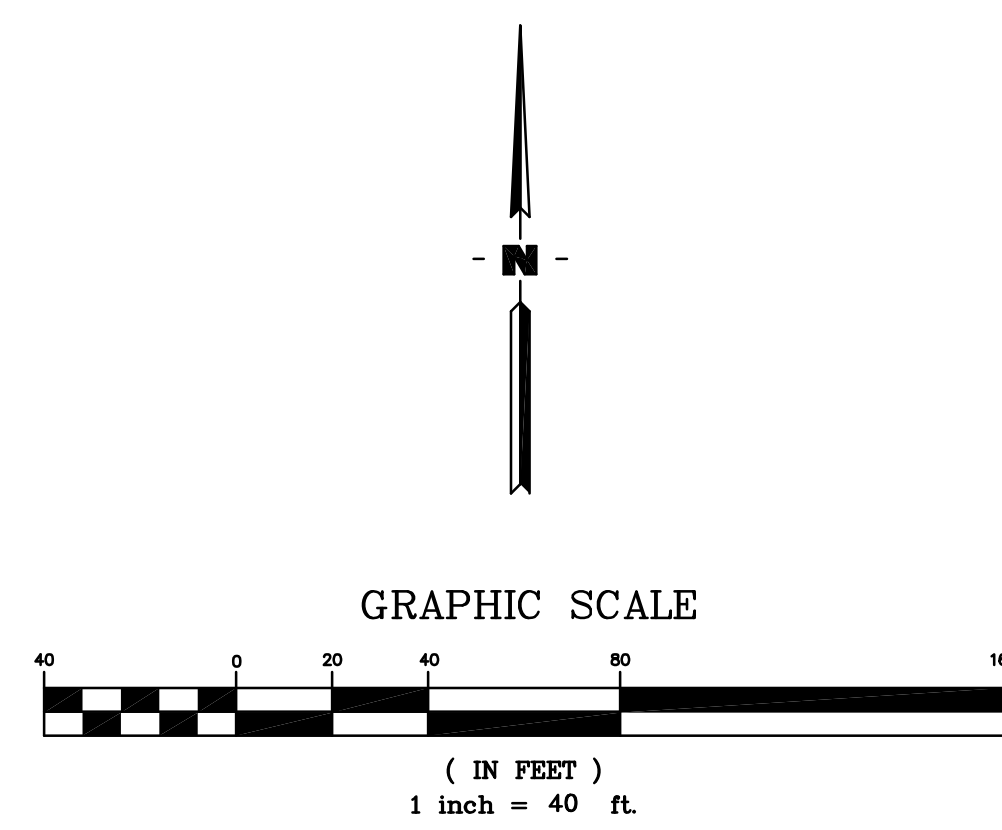
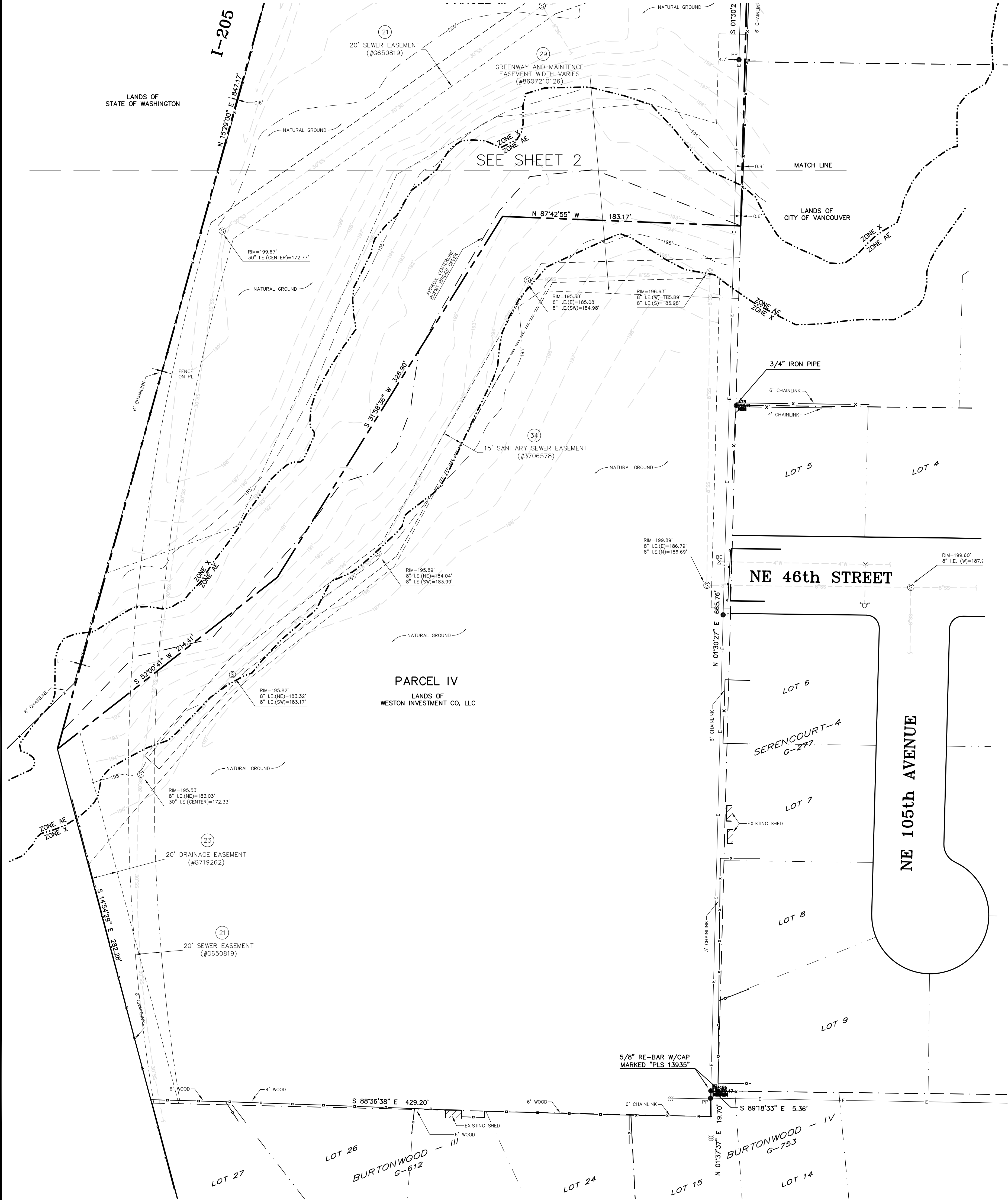
ALTA/NSPS LAND TITLE SURVEY

AFFINITY AT VANCOUVER
NE 51st CIRCLE
VANCOUVER, WASHINGTON



2702 N. Perry Street Spokane, WA 99207 (509) 465-8007
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DATE: SEPTEMBER, 2017	SHEET: 2 OF 3
SCALE: 1" = 40'	
PROJECT SURVEYOR: JAL	
DRAWN BY: LSH	
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PRELIMINARY

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ALTA/NSPS LAND TITLE SURVEY

AFFINITY AT VANCOUVER
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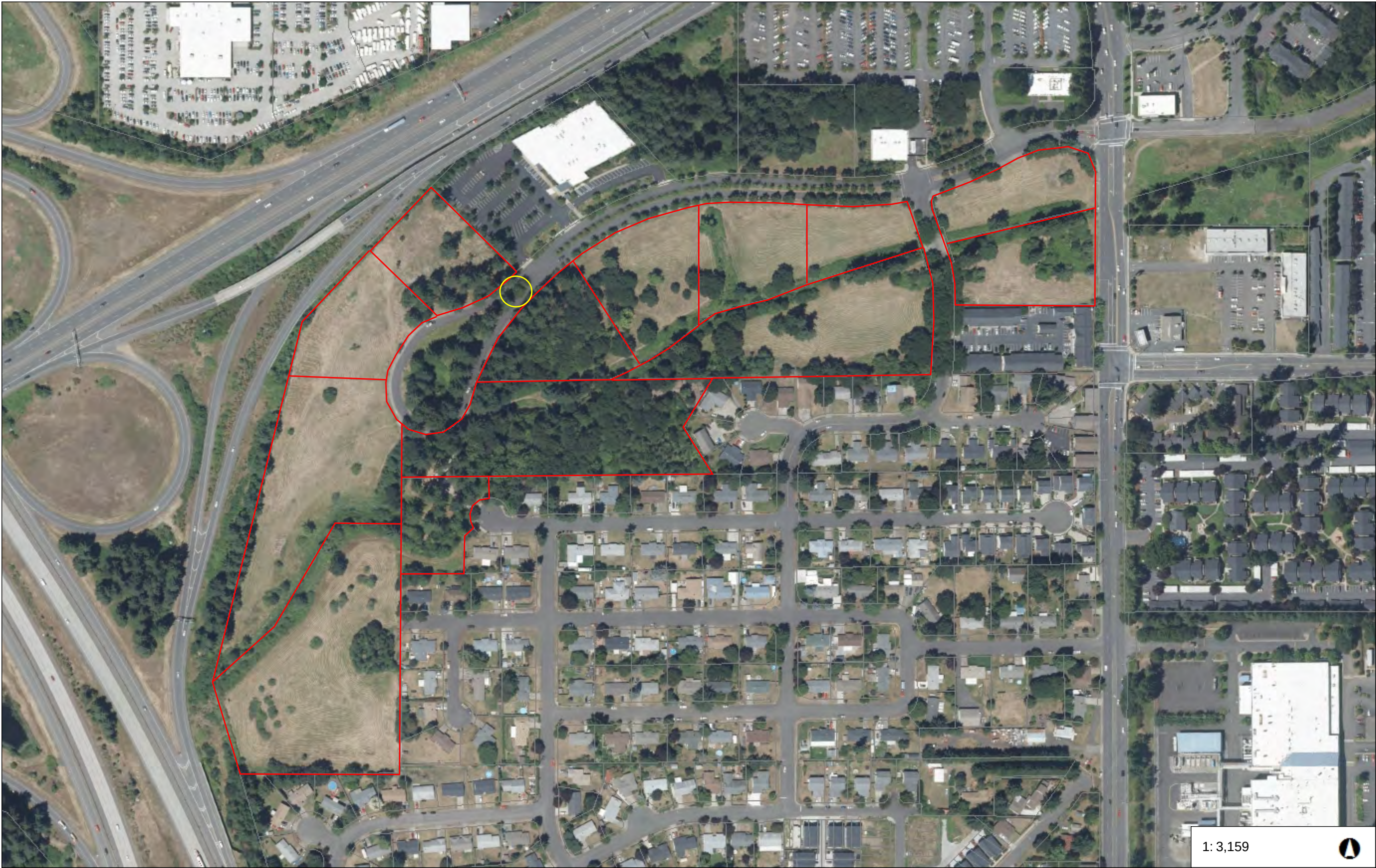
DATE: SEPTEMBER, 2017	SHEET:
SCALE: 1" = 40'	3 OF 3
PROJECT SURVEYOR: JAL	
DRAWN BY: LSH	
LAST DATE OF REVISION: 6/20/2018	JOB NO.: 17-2315



Exhibit F



- Legend
- Taxlots
 - ImageOrtho
 - Red: Red
 - Green: Green
 - Blue: Blue
 - Cities Boundaries
 - Urban Growth Boundaries



1: 3,159



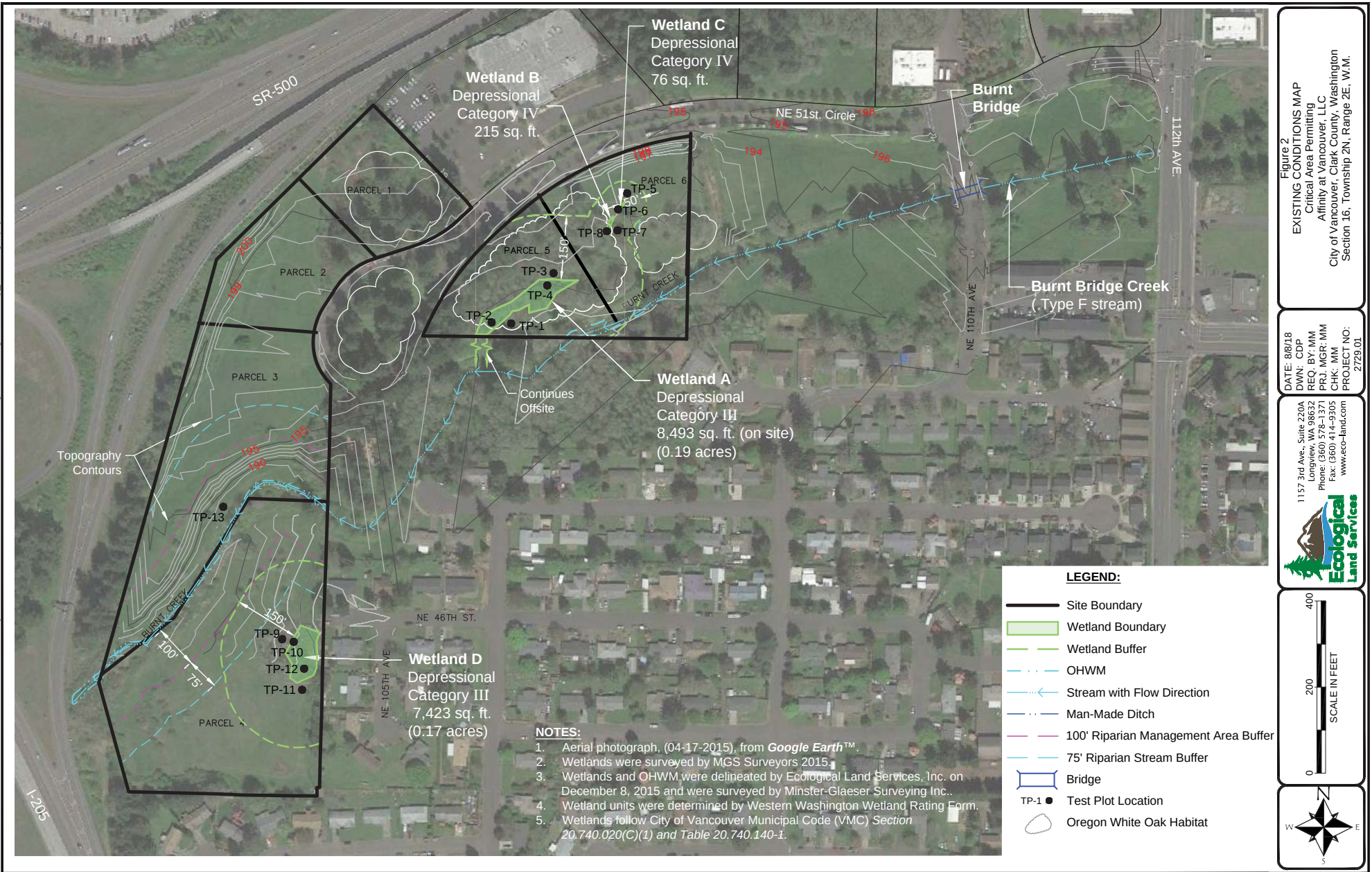
0.1 0 0.05 0.1 Miles

WGS_1984_Web_Mercator_Auxiliary_Sphere
Clark County, WA. GIS - <http://gis.clark.wa.gov>

This map was generated by Clark County's "MapsOnline" website. Clark County does not warrant the accuracy, reliability or timeliness of any information on this map, and shall not be held liable for losses caused by using this information.

THIS MAP IS NOT TO BE USED FOR NAVIGATION

Notes:



Reasonable Use Exemption

Section 20.740.080 Reasonable Use Exceptions

A. Exception Request and Review Process.

If the application of this chapter would deny all reasonable economic use of the subject property, the city shall determine if compensation is an appropriate action, or the property owner may apply for an exception pursuant to this section. Exceptions from the standards of this chapter may be authorized by the city in accordance with the procedures set forth in VMC 20.210.060, Type III Applications.

An application for a reasonable use exception shall be made to the city and shall include a Critical Areas Report, including mitigation plan, if necessary; and any other related project documents, such as permit applications to other agencies, special studies, and environmental documents prepared pursuant to the State Environmental Policy Act (RCW 43.21C). The planning official shall prepare a recommendation to the Hearings Examiner based on review of the submitted information, a site inspection, and the proposal's ability to comply with reasonable use exception criteria in VMC 20.740.080(B).

B. Reasonable Use Review Criteria. The city shall approve applications for reasonable use exceptions when all of the following criteria are met:

1. The application of this chapter would deny all reasonable economic use of the property;
2. No other reasonable economic use of the property has less impact on the critical area;
3. The proposed impact to the critical area is the minimum necessary to allow for reasonable economic use of the property;
4. The inability of the applicant to derive reasonable economic use of the property is not the result of actions by the applicant after the effective date of this chapter, or its predecessor;
5. The proposal does not pose a significant threat to the public health, safety, or welfare on or off the development proposal site;
6. The proposal mitigates for the loss of critical area functions to the greatest extent feasible and contributes to the Critical Areas Restoration Fund for any impacts that cannot be mitigated.
7. The proposal is consistent with other applicable regulations and standards.

C. Burden of Proof. The burden of proof shall be on the applicant to bring forth evidence in support of the application and to provide sufficient information on which any decision has to be made on the application.

(M-3692, Added, 02/28/2005, Sec 2)

Appraiser's Experience



Gary Klockenteger, MAI

Senior Vice President

Valuation Advisory Services

CAREER SUMMARY

Gary Klockenteger graduated in 1967 from Kansas State University with a Bachelor of Arts Degree in Economics and from California State University; Humboldt Campus in 1974 with a Masters Degree in Regional and Natural Resource Economics. Over the past 30 years, he has provided economic and market evaluation service and appraisals to the real estate industry. In 1987 he was awarded his MAI designation by the American Institute of Real Estate Appraisers (now known as the Appraisal Institute) and is certified as a General Real Estate Appraiser by the State of Washington.

Gary's experience includes appraisals, market analyses, and feasibility studies of apartments, vacant land, large-scale residential property, retail, office, industrial and high-tech developments, visitor facilities and recreational property. Since 1990, he has specialized in apartment properties, including vacant land, proposed construction, existing properties ranging in size from less than 10 to 750 units, tax subsidized complexes, and senior independent living apartments. Assignments have been conducted throughout the Pacific Northwest, as well as other regions of the United States and overseas.

He represents clients primarily in the analysis of real estate, valuation, market, and development feasibility. Clients include individual investors, developers, corporations and government.

COURT EXPERIENCE

Washington Superior Court

PROFESSIONAL LICENSES

- State of Washington Certified General Real Estate Appraiser (No. 1100479)
- State of Oregon, Certified General Real Estate Appraiser (No. C000975)

601 Union St, Suite 4720
Seattle, WA 98101
T 206.205.0207
F 206.205.0220
garyk@kiddermathews.com

Gary Klockenteger, MAI continued

PARTIAL CLIENT LIST

Allstate Life Insurance Co.	John Hancock	Quadrant Corporation
American Property Investment Co.	JPMorgan Chase Bank	Resolution Trust Co.
Bank of America	KeyBank	Seattle Mortgage
Bank of California	The Koll Co.	Short Cressman & Burgess
Bank of Montreal	Lincoln Property Co.	St. Paul Federal
California Federal Bank	Lorig Associates	Trammell Crow Residential
Central Washington University	Metropolitan Life	TRI Financial Corporation
CitiCorp Real Estate	Mitsubishi Bank	Union Bank
Continental Mortgage Co.	Mullally Development	University of Washington
Davis Wright Tremaine	New York Life	US Bancorp
Evergreen Mortgage Co.	Paine Webber	Washington Federal
First Interstate	Properties Four, Inc.	Washington Trust Bank
First Mutual Bank	Puget Power	Weyerhaeuser Real Estate
Glacier Park Co.	Puget Western	

STATE OF WASHINGTON

DEPARTMENT OF LICENSING – BUSINESS AND PROFESSIONS DIVISION



THIS CERTIFIES THAT THE PERSON OR BUSINESS NAMED BELOW IS AUTHORIZED AS A

CERTIFIED GENERAL REAL ESTATE APPRAISER

GARY CURTIS KLOCKENTEGE

KIDDER MATHEWS

601 UNION STREET

SUITE 4720

SEATTLE WA 98101-2355

1100479

License Number

07/25/1991

Issued Date

08/14/2019

Expiration Date

Pat Kohler
Pat Kohler, Director



Staff Report 176-18

TO: Mayor and City Council

FROM: Eric Holmes, City Manager

DATE: 11/19/2018
12/3/2018

SUBJECT Repeal and Replacement of VMC 20.870 Human Services Facilities Siting Ordinance

Key Points

- The current Human Services Facilities Siting Ordinance applies more restrictive zoning and dispersal standards to human service uses based on clients' inability to pay for such services themselves;
- Council directed staff to prepare an ordinance that would repeal and replace current regulations with revised ones that treat such services the same as other similar uses;
- Following a lengthy public process, the Planning Commission has recommended Council approval of a replacement ordinance that eliminates the dispersal requirements for such uses, integrates human service uses into similar use classifications and - with several exceptions - allows human service uses wherever the similar use is allowed without any special performance standards;
- Exceptions to the "similar use rule" in the Planning Commission's recommended ordinance include more restrictions on two types of human services (homeless shelters and group meal service) versus other uses in their similar use classifications (commercial lodging and eating & drinking establishments, respectively), as well as performance standards that would apply to shelters, group meal service and all types of community centers (which would include homeless day centers).

Strategic Plan Alignment

Goal 3, Objective 3.2: Improve services available to underserved or vulnerable residents.

Present Situation

In 1991 following an extensive public process to address a perceived over-concentration and corresponding negative effects of homeless shelters, soup kitchens and related services in the downtown, and upon recommendations from a task force commissioned by the City Council, the City adopted a set of zoning laws that resulted in the mandatory dispersal of and operational

requirements for new Human Service Facilities - uses that serve the poor such as shelters, food pantries, day centers, group meal service, counseling, etc. The siting restrictions of VMC 20.870 "Human Services Facilities Siting" make it more difficult for service providers to find a suitable location for their use, and require compliance with certain operational standards.

At a May 2, 2016, Council workshop, the City Attorney's Office raised concerns with the Human Services Facilities (HSF) Siting Ordinance in regard to applicable laws that prohibit discrimination against people based on their familial status or disabilities, including Title VIII of the Civil Rights Act, the Fair Housing Act, and a ruling from the 9th Circuit federal Court of Appeals. The attorney's analysis noted that the conclusions of the task force and the subsequently adopted ordinance had been based at least in part on stereotypes of clientele who utilize such services, as opposed to data that showed a close correlation to perceived impacts.

At the same workshop, City Council directed staff to bring forward an ordinance that would repeal and replace the Human Services Facilities (HSF) Ordinance in order to insulate VMC Title 20 from possible legal challenge. Additionally, City Council directed staff that, to the extent possible, such replacement language should address neighborhood concerns with respect to any identified adverse effects from the siting of such uses, and that new regulations should further seek to minimize unintended impacts on existing businesses.

For the past two years, city staff has worked with service providers and neighborhood and business stakeholders to understand concerns and draft ordinance language. Staff has also discussed options with city leaders at six Planning Commission workshops and a public hearing, and five City Council workshops. Two separate ordinances have been drafted (Option A and Option B), both of which would a) repeal the current Human Services Facilities Siting Ordinance, VMC 20.870, b) eliminate the minimum spacing requirement between such uses, and c) integrate all human service uses into the most similar use classification, so that wherever the most similar use is permitted, the human service use would also be permitted. Both options would make it easier for service providers to locate their facilities in the City.

The key difference between Option A (which the Planning Commission recommended Council approve at their September 25, 2018, public hearing) and Option B (which was developed based on Council feedback at a May 2018 workshop) is that Option A would require more public notice and opportunity to comment on potential impacts to the surrounding area from proposed new shelters, group meal service uses, and community centers before such projects are approved, and would also apply a set of performance standards to address potential impacts from clients congregating outside of such facilities. Option B would not impose any additional performance standards on these uses, and in most commercial districts these three uses would be permitted outright.

In order to address a concern raised by both Planning Commission and City Council regarding a large application fee for a conditional use permit that service providers would need to pay, both Option A and B ordinances include a reduced conditional use permit application fee for shelters, group meal service, and community centers (reduced from \$7,450 to \$1,328).

Advantage(s)

1. Both versions would insulate VMC Title 20 from legal challenge;
2. Either version of the replacement ordinance would make it easier for human service uses to

locate where they can best serve clients within the City of Vancouver;

3. Most human service uses would be allowed outright in most commercial and some industrial zoning districts;
4. Option A would provide slightly more public notice and comment opportunities for proposed new shelters and group meal service uses than Option B.

Disadvantage(s)

1. Either version will result in fewer opportunities for public input in the siting of new human service facilities; however, because there are almost no differences in operating characteristics between most human services and their similar use classification, they should not be treated differently under the zoning ordinance;
2. Option A, which treats shelters and group meal service uses slightly more restrictively than their similar uses by requiring a conditional use permit in more zoning districts, would be more expensive for service providers than Option B.

Budget Impact

The reduced fee for shelters, group meal service uses and community centers is not expected to have a significant budget impact, considering the low number of such uses that would be anticipated.

Prior Council Review

- *Council Workshop May 2, 2016*
- *Council Workshop November 27, 2017*
- *Council Workshop March 5, 2018*
- *Council Workshop May 7, 2018*
- *Council Workshop October 8, 2018*

Action Requested

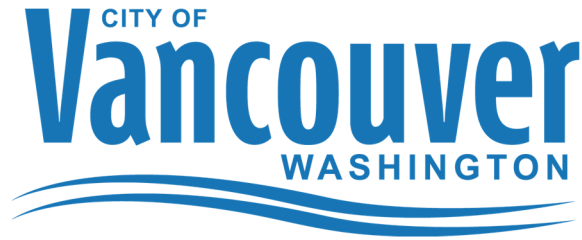
On Monday, November 19, 2018, approve Ordinance Option A or Option B on first reading, setting date of second reading and public hearing for Monday, December 3, 2018.

Chad Eiken, Community & Economic Development Director, 487-7882

This staff report references the terms and conditions of the request for approval. Any document referred to herein and that is not attached may be reviewed prior to the City Council meeting in the office of the City Manager. Documents may be reviewed following scheduled Council meetings in the office of Central Records, 415 West 6th Street, Vancouver, WA. Office hours are 8:00 a.m. to 5:00 p.m., Monday through Friday.

ATTACHMENTS:

- ▣ HSF Quick Reference Sheet
- ▣ Draft HSF Ord Option A
- ▣ Draft HSF Ord Option B
- ▣ SEPA Determination of Non-Significance
- ▣ SEPA Checklist, dated 8/28/18
- ▣ HSF Ordinance Fact Sheet
- ▣ Approved PC Hearing Minutes
- ▣ Public Comments



Quick Reference Sheet: Human Service Facility Replacement Ordinance

Key Similarities/Differences between Option A and B

Key Similarities

- Both versions would repeal the current HSF Ordinance, VMC 20.870
- Both versions would insulate VMC Title 20 from a legal challenge
- Both versions combine human service uses (e.g. shelters, group meal service, food pantries, etc.) into most similar uses category
- Both versions make it easier for service providers to locate their facility in the city limits as most human service uses would be permitted outright in commercial and industrial districts with no additional standards

Key Differences

Option A	Option B
Homeless shelters treated more restrictively than other commercial lodging (conditional use permit required in all commercial districts); other lodging allowed outright except CN district where both would be prohibited	Homeless shelters allowed wherever commercial lodging is allowed, subject to same review process (permitted outright in CX, CG, and RGX; conditional use in CC, MX, WX; prohibited in CN)
Homeless shelters would be allowed in IL Light Industrial District, whereas other lodging would be prohibited	Homeless shelters would be prohibited in IL District because all commercial lodging is prohibited
Group meal service treated more restrictively than other eating and drinking establishments whereby a conditional use permit would be required when other restaurants allowed outright	Group meal service allowed outright in all commercial districts, the same as other eating and drinking establishments
Community Centers (including homeless day centers) allowed by conditional use permit in all commercial districts, except CN District where they would be prohibited	Community Centers (including homeless day centers) would be allowed outright in all commercial districts except CN District where they would be prohibited

Performance standards would apply to new homeless shelters, group meal service uses, and community centers, including: 1) indoor or screened/covered seating area for customers open at least one hour prior to check-in, meal-time, etc.; 2) litter control plan for litter removal within 200 feet of facility; 3) indoor area where personal belongings may be stored; and 4) adequate restrooms to serve peak periods of demand	No special performance standards would apply to any human service use, beyond standards that apply to the similar use.
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For More Information

Please visit <https://www.cityofvancouver.us/ced/page/human-services-facilities-siting-ordinance-changes> or contact Chad Eiken, Director, Community and Economic Development, at chad.eiken@cityofvancouver.us, (360)487-7882

11/19/18
12/03/18

ORDINANCE NO. M-_____

AN ORDINANCE of the City of Vancouver, Washington regarding the siting of Human Service Facilities; Repealing VMC 20.870 “Human Service Facilities”; Amending VMC 20.160.020 “Listing of Use Classifications”, VMC 20.180.060 “Planning Fees”, VMC 20.210.020 “Types of Development Applications”, VMC 20.410.030 “Uses” of Lower Density Residential Districts, VMC 20.420.030 “Uses” of Higher Density Residential Districts, VMC 20.430.030 “Uses” of Commercial and Mixed Use Districts, VMC 20.440.030 “Uses” of Industrial Districts, VMC 20.450.030 “Uses” of Open Space Districts, VMC 20.895 “Miscellaneous Special Use Standards”, VMC 20.945.070 “Minimum Off-Street Parking Requirements”; providing for severability; and providing for an effective date.

WHEREAS, the Vancouver City Attorney’s Office advised that VMC 20.870 relating to the siting of Human Service Facilities is susceptible to legal challenge in light of applicable laws governing the housing of unrelated individuals and the financially disadvantaged; and

WHEREAS, the Vancouver City Council is committed to striving to improve services available to underserved or vulnerable residents; and

WHEREAS, the Vancouver City Council directed staff to bring forward an ordinance that would repeal the Human Service Facilities Ordinance while addressing, to the extent practicable,

ORDINANCE - 1

neighborhood concerns regarding safety and livability arising out of the HSF Ordinance repeal;
and

WHEREAS, the environmental impacts of the nonproject proposed code text amendments have been reviewed and determined to be nonsignificant pursuant to the State Environmental Policy Act. Notices of Determination of Nonsignificance being issued on August 30, 2018; and

WHEREAS, the Planning Commission held six (6) duly advertised worksessions and a duly advertised Public Hearing on September 25, 2018, to consider the above referenced Vancouver Municipal Code amendments and did take public testimony; and did close public testimony on September 25, 2018, and voted to recommend adoption of an ordinance that would serve to insulate the City from legal risk and mitigate the secondary impacts of repeal to surrounding businesses and residents; and

WHEREAS, after taking testimony and reviewing the Planning Commission record and the Planning Commission recommendation, the City Council adopts this Ordinance as set forth below so as to Repeal of VMC 20.870 relating to Human Service Facilities; and Amendment of VMC 20.160.020 "Listing of Use Classifications", VMC 20.180.060 "Planning Fees", VMC 20.210.020 "Types of Development Applications", VMC 20.410.030 "Uses" of Lower Density Residential Districts, VMC 20.420.030 "Uses" of Higher Density Residential Districts, VMC 20.430.030 "Uses" of Commercial and Mixed Use Districts, VMC 20.440.030 "Uses" of Industrial Districts, VMC 20.450.030 "Uses" of Open Space Districts, VMC 20.895

“Miscellaneous Special Use Standards”, VMC 20.945.070 “Minimum Off-Street Parking Requirements”.

NOW, THEREFORE,

BE IT ORDAINED BY THE CITY OF VANCOUVER:

Section 1. The City Council declares that the purpose of this Ordinance is to repeal VMC 20.870 and amend Title 20 VMC in order to remove legislative restrictions placed upon the siting of Human Service Facilities so as to decrease the barriers placed on the creation of new social service providers and ensure compliance with applicable laws including, without limitation, Title VIII of the Civil Rights Act, the Fair Housing Act.

Section 2. Findings.

A. The City’s Human Service Facilities Ordinance, Title 20.870 VMC, was enacted with the input of an Ad Hoc Committee known as the “Social Services Siting Task Force” composed of representatives from the social services, Vancouver neighborhoods, and city and county governments.

B. The problem that the Human Services Facilities Ordinance was intended to address was described as a truly bleak situation of urban decay related to homelessness and poverty in downtown Vancouver and its adjacent residential neighborhoods in 1991. This situation was blamed at least in part on an “over-concentration” of social services agencies in downtown Vancouver. (Final Report of the Social Services Siting Task Force, pp.4-7 (July 15, 1991.))

ORDINANCE - 3

C. Best available legal authority provided to guide the Social Services Siting Task Force in 1991 supported the enactment of the Human Services Ordinance. However, this legal authority was later clarified through subsequent legal decisions. The City Attorney's Office conducted a review of the HSF Ordinance following the issuance of these later decisions and found the Human Service Facilities Ordinance to be increasingly susceptible to legal challenge.

D. Testimony presented by Vancouver Police Command Staff during duly advertised worksessions held by the City Planning Commission in 2018 reported no statistically significant difference between the number of police calls for service generated to Human Service Facilities as compared to police calls generated by citizens at similar "for profit" businesses. As a result, as of 2018, there is no evidence before this Council that criminal activity surrounding Human Service Facilities are higher to any significant degree than the criminal activity surrounding their "for profit" counterparts.

E. Conversely the testimony and evidence presented to the Planning Commmission and City Council suggests that repeal of the Human Service Facilities Ordinance will increase the opportunities for social service providers to exercise business discretion in locating services where they are most useful and financially sustainable.

Section 3. Section 20.160.020 of the Vancouver Municipal Code entitled "Listing of Use Classifications" as last amended by Ordinance M-4187 on 12/5/2016 is hereby amended to read as follows:

Section 20.160.020 Listing of Use Classifications.

A. Residential use types

1. Household Living. Living facilities for small groups (households) of people who are related or unrelated, featuring self-contained units including facilities for cooking, eating, sleeping, and hygiene. Tenancy is longer than 30 calendar days. Household structures include single-family detached and attached dwellings; duplexes; multi-family dwellings; and modular and manufactured housing units. Most types of senior housing, (e.g., congregate care or assisted living) are considered to be household living if residents live in self-contained units, even if there are also shared facilities within the building. The maximum number of people who may reside in any given dwelling unit shall be determined by the City Adopted Building Code.

2. Group Living. Living facilities for groups of ~~unrelated~~ individuals that include at least one person residing on the site who is responsible for supervising, managing, monitoring and/or providing care, training or treatment of residents. Larger group living facilities may also be characterized by shared facilities for eating, hygiene and/or recreation. Examples include nursing/convalescent homes, residential care homes or centers; single-room occupancy (SROs) facilities; sororities/fraternities and convents/monasteries. Tenancy is typically 30 days or more. Excludes detention and post-detention facilities (see 20.160.020(E)(5) VMC, Detention Facilities).

~~3. Transitional Housing. Public or non-profit living facilities for groups of unrelated individuals that include at least one person residing on the site who is responsible for supervising, managing,~~

~~monitoring and/or providing care, training or treatment of residents where tenancy is typically less than 30 days. Examples include: homeless shelters and drug/alcohol treatment facilities. Can include associated soup kitchens or other on-site food preparation and service. These uses are subject to the standards and review criteria of VMC 20.870, Human Service Facilities. Excludes private, for-profit short-term housing (see 20.160.020(C)(1) VMC, Commercial Lodging); and detention and post-detention facilities (see 20.160.020(E)(5) VMC, Detention Facilities).~~

43. Home Occupation. Commercial, office or other economic activity wholly contained within the residence or accessory building within which it is located, and is clearly subordinate to the primary residential use.

54. Medical Center Residential. Extended stay facilities and medical center uses that typically occur in a residential setting, if approved through a Public Facilities Master Plan pursuant to VMC 20.268. Examples include extended stay housing for employees and patient families and midwifery practices that occur in a single-family residential scaled structure. Maximum occupancy and other parameters may be determined through the master plan review process.

B. Civic use types

1. Basic Utilities. Unstaffed community infrastructure, including but not limited to water tanks, sewer pump stations, telephone exchanges, and electric power substations. Excludes facilities that include offices, service centers and/or material storage (See 20.160.020(C)(6) VMC, Office, and 20.160.020 (D)(1) VMC, Industrial Services).

2. Colleges. Institutions of higher education. Accessory uses may include classrooms, laboratories, theaters, auditoriums, libraries, dormitories, eating facilities, bookstores, other small-scale retail, general offices, and parking. Excludes private, profit-making trade, and vocational schools (see 20.160.020(C)(4)(b) VMC, Personal Services). Such a facility that has regional or state-wide significance is classified as an Essential Public Facility by the provisions of the Growth Management Act.

3. Community Centers. Public, private, and non-profit social, resource and multi-purpose facilities that are open to the public for free or fee (including membership fees). Examples include: community centers; senior centers; homeless day centers. Accessory uses may include offices, food preparation and service, child care, laundry facilities, showers, health assessments, classrooms and related activities.

~~34.~~ Community Recreation. Public, private, and non-profit recreational, social, and multi-purpose facilities that are open to the public for free or fee (including membership fees). Examples include: ~~community centers; senior centers;~~ health/fitness clubs; indoor or outdoor tennis/racquetball and soccer clubs and other sports fields; indoor/outdoor swimming pools; boat launches; golf courses, and shooting ranges. Accessory uses may include clubhouses, pro shops, offices, locker rooms, restaurants/delis/concession stands, child care facilities, rest rooms, maintenance facilities, and parking. Excludes such facilities when col-located in a public park (see 20.160.020(B)(9) VMC, Parks/Open Space); and certain types of indoor recreational facilities (see 20.160.020(C)(3)(b) VMC, Indoor Entertainment.)

~~45~~. Cultural Institutions. Public or non-profit cultural facilities including libraries, museums, historic sites, and galleries.

~~56~~. Day Care

a. Child Care. As defined by the Revised Code of Washington (RCW) State Statute:

1. Family Child Day Care Home. A facility where a person regularly providing care during part of the twenty-four-hour day to twelve or fewer children in the family abode of the person or persons under whose direct care the children are placed.

2. Child Care Center. A person or agency that provides care for thirteen or more children during part of the twenty-four hour day.

b. Adult Day Care. Provision of daytime services, including respite, recreational, social and therapeutic activities, to disabled and/or elderly adults in a group setting. Categories include:

1. Residential Adult Day Care. Provision of adult day care services for six or fewer handicapped and/or elderly adults, with or without compensation, in the home of the provider.

2. Institutional Adult Day Care. Provision of adult day care services for seven or more handicapped and/or elderly adults either in a residential or institutional, e.g., nursing home, setting.

67. Emergency Services. Public safety facilities including police and fire stations, and emergency communications, but not including ambulance services.

~~7. Human Service Facilities. Any office, store, assembly place or facility, the general purpose of which is to provide human need services directly and at no or reduced cost to individuals who do not have the means, ability or opportunity to obtain such services themselves. Offices or clinics where medical, dental, psychological or other such essential human services are provided shall not be considered human service facilities unless low or no cost services are provided to more than 50% of patients or clients. Human Service Facilities that provide on-site food, shelter and/or sleeping accommodations or beds are contained in 20.160.020(A)(3) VMC Transitional Housing.~~

8. Medical Centers. Facilities providing inpatient, outpatient, emergency, and related ancillary services to the sick and infirm, including drug and alcohol treatment. Usually developed in campus setting. Accessory uses may include diagnostic and treatment facilities; laboratories; surgical suites; kitchen/food service facilities; laundry; housekeeping and maintenance facilities; administrative offices; and parking. Medical centers may also include free-standing offices for hospital-based and/or private-practice physicians and other allied health care professionals; these medical office buildings are regulated as offices. (see 20.160.020(C)(6)(b) VMC) Such a facility that has regional or state-wide significance is classified as an Essential Public Facility by the provisions of the Growth Management Act.

9. Parks/Open Space. Lands that are maintained in a natural state and/or developed that are designed for public active and passive recreation. Examples include parks, public squares,

recreational trails and nature preserves. Does not include areas in active cultivation (see 20.160.020(E)(1), Agriculture/Horticulture); or cemeteries (20.160.020(E)(2) VMC, Cemeteries).

a. Neighborhood parks. Small parks usually no greater than five acres designed to serve the immediate neighborhood. Access is on foot or bicycle with little or no on-site parking provided. Accessory uses may include low-impact outdoor playing/practice fields (without associated parking), playgrounds, sports courts, picnic areas, educational/interpretive facilities, walking/jogging paths, rest rooms, and seating areas. May ~~col~~locate with schools.

b. Community parks. Larger parks typically 15 acres or larger designed to serve a larger geographic area than a neighborhood park. Access is on foot and by bicycle, transit, and vehicle. May contain one or more Community Recreation uses as defined in 20.160.020(B)(3) VMC. Other accessory uses may include walking/jogging trails; picnic shelters; outdoor performance facilities; off-leash dog, bicycle, and skateboard parks; sports courts, community gardens; bicycle, pedestrian, and transit amenities; educational/interpretive facilities; viewpoints; concessions; rest rooms; caretaker and maintenance facilities; and parking. May ~~col~~locate with schools.

c. Regional parks. Any park greater than 100 acres designed to serve regional needs. Accessory uses include any of the facilities found in neighborhood and community parks.

d. Trails. Publicly accessible walking, jogging or bike trails that extend beyond the boundaries of a single subdivision or development project. Accessory uses may include signage/maps; interpretive centers; viewpoints; and trailhead facility, restrooms, and parking.

Does not include trails or portions of trails created as part of Neighborhood, Community and Regional Parks.

10. Postal Service. Refers to postal services and processing as traditionally operated by the U.S. Postal Service. Such facilities include customer sales, mail sorting, and fleet truck storage. Excludes profit-making parcel post or mail services (see 20.160.020(C)(4)(b) VMC, General Retail, Personal Services).

11. Religious Institutions. Permanent places of religious worship that may include related accessory uses that are clearly incidental and secondary to religious worship, congregation, and teaching such as administrative offices; child care centers/pre-schools; classrooms for religious instruction; auditoriums; social halls; rectories; and gymnasiums, playgrounds and other recreational facilities. May include on-site functions related to ministry to the poor such as emergency overnight shelter, food service, group meals and food and clothing pantries.

12. Schools. Public and private pre-school, kindergarten, elementary, middle, and high schools. Accessory uses include administrative offices; classrooms and laboratories; kitchen/cafeterias; auditoriums; gymnasium, swimming pools; playing fields and related indoor and outdoor physical education facilities; and storage and maintenance facilities. The programs and activities of other public and non-profit organizations including those associated with adult education, after-school care, recreation and social services may co-locate in a school facility. Such a facility that has regional or state-wide significance is classified as an Essential Public Facility by the provisions of the Growth Management Act.

13. Social/Fraternal and Clubs/Lodges. Non-profit organizations with social, philanthropic and/or recreational functions and activities.

14. Transportation Facilities. Bus, trolley, street car; light and heavy rail transit stops and stations; water taxi and ferry stations; and accessory bicycle parking. Excludes airports (see 20.160.020(E)(2) VMC, Airports/Airparks); public streets and sidewalks; and heavy and light rail maintenance/switching yards (see 20.160.020(D)(3) VMC, Railroad Yards); and heliports (see 20.160.020(E)(7) VMC, Heliports). Such a facility that has regional or state-wide significance is classified as an Essential Public Facility by the provisions of the Growth Management Act.

15. Park & Ride Facilities. Park & Ride facilities means parking facilities that serve motorists transferring to or from urban public transportation vehicles or private car-pool vehicles.

C. Commercial use types

1. Commercial and Transient Lodging. Residential facilities such as hotels, motels, rooming houses, ~~and~~ bed-and-breakfast establishments, and homeless shelters where tenancy is typically less than one month. May include accessory meeting, convention facilities, and ~~restaurants/bars~~ food preparation and service.

2. Eating and Drinking Establishments. Establishments that sell prepared food and beverages for consumption on site or take-away including restaurants, delicatessens, bars, taverns, brew pubs, ~~and~~ espresso bars, and group meal service.

3. Entertainment-Oriented

- a. Adult Entertainment. Facilities including adult motion picture theaters; adult video/book stores; and topless, bottomless, and nude dance halls which include materials and activities characterized or distinguished by an emphasis on matters depicting specified sexual activities or anatomical areas.
- b. Indoor Entertainment. Commercial indoor facilities such as skating rinks, bowling alleys, arcades, trampoline or bounce house facilities, shooting ranges, movie, and live performance theaters.
- c. Major Event Entertainment. Facilities such as auditoriums, stadiums, arenas, amphitheaters, convention centers, and race tracks which provide athletic, cultural or entertainment events and exhibits for large groups generally exceeding 1,000 spectators.

4. General Retail

- a. Sales-Oriented. Establishments which provide consumer-oriented sales, leasing and rental of consumer, home and business goods including art; art supplies; bicycles; clothing; dry goods; electronic equipment; fabric; gifts; groceries; hardware; household products; jewelry; pets and pet products; pharmaceuticals; plant; printed materials; stationery; ~~and~~ videos; and clothing and food pantries. Excludes large-scale consumer products (see 20.160.020(C)(4)(d) VMC, Bulk Sales); and those sold primarily outdoors (see 20.160.020(C)(4)(e) VMC, Outdoor Sales).

b. Personal Services. Establishments which provide consumer services such as banks and credit unions; barber and beauty shops; automated teller machines (ATMs) and related automated vending facilities; pet grooming; laundromats and dry cleaners; copy centers; photographic studios; specialized instructional schools; trade/vocational schools; massage therapy; acupuncture; and mortuaries.

c. Repair-Oriented. Establishments which engage in the repair of consumer and business goods including television and radios; bicycles; clocks; jewelry; guns; small appliances and office equipment; tailors and seamstresses; shoe repair; locksmiths; and upholsterers.

d. Bulk Sales. Establishments which engage in the sales, leasing and rental of bulky items requiring extensive interior space for display including furniture, large appliances, and home improvement sales.

e. Outdoor Sales. Establishments that engage in sales requiring outdoor display and/or storage including lumberyards and nurseries.

5. Motor Vehicle Related

a. Motor Vehicle Sales/Rental. Includes car, light and heavy truck, mobile home, boat and recreational vehicle sales, rental and service.

b. Motor Vehicle Servicing/Repair. Free-standing vehicle servicing and repair establishments including quick and general vehicle service, car washes and body shops not an accessory to new vehicle sales.

c. **Vehicle Fuel Sales.** Establishments engaging in the sale of gasoline, diesel fuel, and oil products for cars, trucks, recreational vehicles, and boats.

d. **Electric Vehicle (EV) Basic Charging Station.** A slow to medium level charging station for electric vehicles that is typically accessory to another use, such as single family residences, apartments, and businesses. Level 1 (120 volt AC) is considered slow charging. Level 2 (208 or 240 volt AC) is considered medium charging.

e. **Electric Vehicle (EV) Rapid Charging Station.** An industrial grade electrical outlet that allows for faster charging of electric vehicle batteries through higher power levels and that meets or exceeds any standards, codes, and regulations set forth by chapter 19.28 RCW and consistent with rules adopted under RCW 19.27.540. Such stations are also known as Level 3 facilities and are considered fast or rapid charging (480-volt AC), and are generally available to the public.

f. **Electric Vehicle (EV) Battery Exchange Station.** A facility that will enable an electric vehicle with a swappable battery to enter a drive lane and exchange the depleted battery with a fully-charged battery. Such exchange stations may use a fully automated process, which meets or exceeds any standards, codes, and regulations set forth by chapter 19.27 RCW.

6. Office

a. **General Office.** Government, business and professional offices that operate during typical weekday hours. Examples include local, regional, state, and federal offices and agencies;

veterinary clinics; medical and dental laboratories; blood collection centers; offices for attorneys, architects, accountants, engineers, stockbrokers, real estate agents, mortgage bankers, insurance brokers, and other consultants; headquarters offices; sales offices; radio, and television studios. Also includes painting, landscaping, building and janitorial contractors where the indoor storage of materials and equipment are incidental to the office use. If this storage exceeds 50% of occupied space, such uses are classified as Industrial Services [see 20.160.020(D)(1) VMC]. Offices that are part of and are located within a firm in another use category are considered accessory to the firm's primary activity. Also excludes medical office and related facilities [see 20.160.020(C)(6)(b) VMC].

b. Medical Office. Offices for physicians, dentists, chiropractors, and allied health care professionals; free-standing outpatient health care facilities; urgency clinics; naturopathic, and homeopathic facilities; and home health organizations that provide on-site services to patients and that generally operate during typical peak weekday hours.

c. Extended Office. Offices that operate during non-traditional hours including evenings, nights, and weekends. Examples include taxis and other vehicles for hire, funeral homes and accessory crematoria, telemarketing/service centers and internet communication centers. Accessory uses may include fleet vehicle parking, communication switching and other equipment and limited storage of goods.

7. Non-Accessory Parking. Any private or public vehicle and bicycle parking, either paid or free, which is not accessory to a primary use. Includes public and private parking structures and lots; and free-standing fleet vehicle parking lots.

8. Self-Service Storage. Commercial operations that provide rental of storage space to the public. The storage areas are designed to allow private access by the tenant for storing or removing personal property. These facilities do not include moving and storage companies where there is no individual storage or where employees are primary movers of the goods to be stored [see 20.160.020(D)(5) VMC, Warehouse/Freight Movement].

9. Marina. A facility that provides secure moorings for recreational or commercial boats.

10. Artisan and Specialty Goods Production. Small scale businesses that manufacture artisan goods or specialty foods. Small manufacturing production aims at direct sales rather than the wholesale market. This small-scale manufacturing use is intended to be allowed where compatible with the commercial and residential fabric of the City Center. An allowance for public viewing or customer service space is required with artisan and specialty goods production. This use category includes the following uses: Sugar and confectionary, fruit and vegetable preserving and specialty foods, bakeries and tortilla manufacturing; artisan leather, glass, cutlery, hand tools, wood, paper, ceramic, textile and yarn products; microbreweries, micro distilleries, and wineries. Refer to Commercial Use Table 20.430.1 and Special Limitations 20.430.050.

D. Industrial use types

1. Industrial Services. Includes the repair and servicing of industrial and business machinery, equipment and/or products. Examples include welding shops; machine shops; sales, repair, storage, salvage or wrecking of heavy machinery, metal and building materials; towing and vehicle storage; auto and truck salvage and wrecking; heavy truck servicing and repair; tire recapping and retreading; truck stops; building, heating, plumbing or electrical contractors; exterminators; janitorial and building maintenance contractors where the indoor storage of materials is more than incidental to the office use [see 20.160.020(C)(6)(a) VMC]; fuel oil distributions; solid fuel yards; laundry, dry-cleaning and carpet cleaning plants; and photo-finishing laboratories.

2. Manufacturing and Production. Includes production, processing, assembling, packaging or treatment of semi-finished or finished products from raw materials or previously prepared materials or components. Manufacturing production is intended for the wholesale market rather than for direct sales. For specific list of activities in this category, see NAICS assignment adopted by reference to this title, Table 20.440-2 and/or Commercial Use Table 20.430-1.

3. Railroad Yards. A terminus of several light or heavy railroad lines where the loading, unloading, transshipment, switching, maintenance, and storage of rail cars is undertaken.

4. Research and Development. Facility featuring a mix of uses including office, research laboratories, and prototype manufacturing. If the use contains no on-site manufacturing component, then it is considered General Office (see 20.160.020(C)(6)(a) VMC).

5. Warehouse/Freight Movement. Uses involved in the storage and movement of large quantities of materials or products indoors and/or outdoors; associated with significant truck and/or rail traffic. Examples include free-standing warehouses associated with retail furniture or appliance outlets; household moving and general freight storage; food banks; cold storage plants/frozen food lockers; weapon and ammunition storage; major wholesale distribution centers; truck, marine and air freight terminals and dispatch centers; bus barns; grain terminals; and stockpiling of sand, gravel, bark dust or other aggregate and landscaping materials.

6. Waste-Related. Uses that receive solid or liquid wastes from others for disposal on the site or for transfer to another location, uses that collect sanitary wastes or uses that manufacture or produce goods or energy from the composting of organic material. Examples include: recycling/garbage transfer stations; landfills; composting, energy recovery and sewage treatment plants; and hazardous waste handling and transfer facilities that do not treat or dispose of hazardous waste, as that term is defined in the Code of Federal Regulations, Title 40, Part 261. Such a facility that has regional or state-wide significance is classified as an Essential Public Facility by the provisions of the Growth Management Act. Hazardous waste or disposal facilities are not included in this classification and are therefore not permitted in the City of Vancouver.

7. Wholesale Sales. Involves sales, leasing or rental of equipment or products primarily intended for industrial, institutional or commercial businesses. Businesses may or may not be open to the general public, but sales to the general public are limited. Examples include the sale or rental of machinery, equipment, building materials, special trade tools, welding supplies,

machine parts, electrical supplies, janitorial supplies, restaurant equipment, and store fixtures; mail order houses; and wholesalers of food, clothing, auto parts, and building hardware.

8. Major Utility Facilities. Those facilities which have a substantial public impact, including but not limited to: sewage treatment plants and lagoons; electric generation facilities including biomass and coal energy generating facilities; and essential public facilities as defined in Chapter 20.855 VMC, Essential Public Facilities.

E. Other use types

1. Agriculture/Horticulture. Open areas devoted to the raising of fruits, vegetable, nuts, nursery stock and/or flowers, including community gardens; may include on-site sales of products grown on the site. Excludes nurseries (see 20.160.020(C)(4)(e) VMC, Outdoor Sales).

2. Airports/Airparks. Includes aircraft runways, landing strips and uses supporting airport operations such as control towers, hangars, and fuel storage facilities. Also includes uses incidental to airports such as aerial mapping; air cargo warehousing and distribution, airport pilot training schools; aircraft sales and repair; aviation clubs and museums; and public transportation transfer areas. Such a facility that has “regional” or “state-wide” significance is classified as an Essential Public Facility by the provisions of the Growth Management Act.

3. Animal Kennel/Shelters. Animal kennel and shelter facilities for the overnight boarding of dogs, cats and other domestic pets. Excludes dog day care (see 20.160.020(E)(6) VMC, Dog Day Care); and veterinary clinics (see 20.160.020(C)(6)(a) VMC, General Offices).

4. Cemeteries. Facilities for storing human remains. Accessory uses may include chapels, mortuaries, crematoria, mausoleums, administrative offices, maintenance facilities, and parking.

5. Detention and Post-Detention Facilities. Uses which have the characteristics of Group Living but are devoted to the housing, training and supervision of those under judicial detention. Examples include prisons; jails; probation centers; juvenile detention homes; and related post-incarceration and half-way houses. Such a facility that has regional or state-wide significance is classified as an Essential Public Facility by the provisions of the Growth Management Act.

6. Dog Day Care. Dog Day Care shall mean any premises containing four or more dogs, which are five months or older, where these domestic animals are dropped off and picked up daily for temporary care on site and where they may be groomed, trained, exercised, and socialized, but are not kept or boarded overnight, bred, sold or let for hire. Excludes Animal Kennel/Shelters (See 20.160(E)(3) VMC, Animal Kennel/Shelters).

7. Heliports. Public or private facilities designed for the landing, departure, storage, and fueling of helicopters.

8. Mining. Uses that mine or extract mineral or aggregate resources from the ground for off-site use. Accessory uses may include storage, rock crushing, sorting, and transfer facilities.

9. Rail Lines/Utility Corridors. The regional corridors in public or private ownership dedicated for use by rail lines; above-grade or underground power or communication lines; water, sewer and storm sewer lines or similar services.

10. Temporary Uses.

11. Wireless Communication Facilities. Includes publicly- and privately-owned towers and related transmitting equipment for television; FM/AM radio; cellular and two-way radio and microwave transmission; and related ancillary equipment buildings. Does not include radio/television transmission facilities that are part of the public safety network (see 20.160.020(B)(6) VMC, Emergency Services). Does not include amateur (ham) radio antennas or towers.

Section 4. Section 20.180.060 of the Vancouver Municipal Code entitled “Planning Fees” as last amended by Ordinance M-4205 on 7/17/2017 and ACM CPI Increase on 12/20/2017 is hereby amended to read as follows:

Section 20.180.060 Planning Fees

Required planning fees. Fees for planning related applications, permits, and services are set forth in Table 20.180.060.

Section	Activity	2018
1.	Address Changes	\$440.00
2.	Airport height combining district	\$626.00
3.	Appeals (to Hearing Examiner, Planning Commission, or City Council)	
A.	Filed by a recognized city neighborhood association	\$133.00
B.	Involving an individual single-family or duplex lot	\$617.00
C.	All other (see SEPA fees for SEPA procedural appeal fee)	\$1,763.00

Option A
(PC Recommended Version)

4.	Archaeological Review	
A.	Pre-Determinations	
1.	Base Fee	\$573.00
2.	Plus fee per acre for each acre more than 5	\$97.00
B.	Surveys and other special studies	Cost Recovery ²
5.	Binding site plan	
A.	Conceptual – Requiring subsequent site plan review	
1.	Same as comparable short subdivision or subdivision	See short subdivision or subdivision
B.	Detailed – Not requiring subsequent site plan review	
1.	Same as comparable short subdivision or subdivision	See short subdivision or subdivision
2.	Plus one half (1/2) comparable site plan review	See site plan review
6.	Boundary Line Adjustments	
	Base fee	\$926.00
	Plus fee per lot for each additional lot more than two	\$300.00
7.	Comprehensive Plan Amendments (includes rezone in conjunction with plan amendment)	\$12,164.00
8.	Conditional Use Permit	
A.	Initial (<u>Community Centers, Group Meal Service, Shelters</u>)	<u>\$1,322.00</u>
B.	<u>Initial (All Others)</u>	\$7,450.00
C.	Major Modification, Type III	\$1,322.00
<u>D.</u>	Minor Modification, Type I	\$300.00
9.	Continuance of Public Hearing	
A.	Initiated by applicant after public notice is mailed	\$1,763.00
B.	Resulting from inadequate information provided by the applicant. Does not apply in cases where new information is presented at the hearing by staff or other parties.	\$1,763.00
C.	Hearing Examiner Reconsideration Request	\$1,763.00

Option A
(PC Recommended Version)

10.	Covenant Release - Full and Partial	\$7,845.00
11.	Critical Areas Permit	
A.	Single-family and duplex lots (Fee per Applicable Critical Area)	
1.	Fish and Wildlife Habitat Areas	\$1,322.00
2.	Frequently Flooded Areas	\$265.00
3.	Geologic Hazard Areas	\$265.00
4.	Wetland Areas	\$1,322.00
B.	All Others (Fee per Applicable Critical Area)	
1.	Fish and Wildlife Habitat Areas	\$2,646.00
2.	Frequently Flooded Areas	\$608.00
3.	Geologic Hazard Areas	\$608.00
4.	Wetland Areas	\$2,646.00
C.	Minor Exception Request	
1.	Single-family and duplex lots	\$608.00
2.	All others	\$635.00
D.	Reasonable Use Request	
1.	Single-family and duplex lots	\$3,880.00
2.	All others	\$7,715.00
E.	Digitizing Critical Areas Geographic Information	Cost Recovery ²
12.	Design Review (Downtown)	
A.	Minor exterior reviews only	\$529.00
B.	All others, including new buildings	\$1,763.00
13.	Development Agreement	
A.	Initial	\$3,695.00
B.	Modification	\$1,679.00

Option A
(PC Recommended Version)

C.	Extension	\$504.00
14.	Extension of Preliminary Approval	\$617.00
15.	Grading and Erosion Control Permit (includes plan check and inspection)	
A.	50 cubic yards or less and less than 1 foot in depth	No Fee
B.	51 to 100 c.y. or greater than 1 foot in depth	\$115.00
C.	101 to 500 c.y.	
1.	Base fee	\$231.00
2.	Plus fee per 100 c.y. (or fraction thereof) above 500 c.y. (Note: Maximum total grading and erosion control fee shall be \$275.00, \$303.00)	\$15.00
D.	Fees resulting from work in progress without a permit	2 x regular fee
16.	Home Occupation	
A.	General	\$176.00
B.	Penalty - When application is received after code enforcement action has been initiated.	2 x regular fee
17.	Human Service Facility Siting Request	\$617.00
18.	Impact Fee Deferral for Single-Family Housing - Administrative fee per lot	\$553.00
19.	Joint use parking agreement	\$990.00
20.	Land Use Permit (Single family and duplex residential; sheds; decks; driveways, etc.)	\$45.00
21.	Lot Determination	
A.	Base fee (1-2 lots)	\$1,931.00
B.	Plus per lot fee over 2	\$617.00
22.	Master Plan²	
A.	Conceptual (requiring subsequent site plan review)	\$6,853.00

Option A
(PC Recommended Version)

B.	Detailed (not requiring subsequent site plan review)	\$6,853.00 plus ½ applicable site plan review fee
C.	Hybrid (conceptual approval for overall site, plus partial detailed approval)	\$6,853.00 plus ½ applicable site plan review fee for area for which detailed approval is sought
23.	Planned Development	
A.	Residential	
1.	Base fee	\$2,143.00
2.	Plus fee per unit	\$97.00
3.	Minimum: \$3,065.00; maximum: \$13,857 Subdivision fee reduced by ½ when filed simultaneously.	
B.	Non-Residential	
1.	Base fee	\$2,116.00
2.	Plus fee per sq. ft. – ground floor	\$0.54
3.	Plus fee per sq. ft. – upper floors	\$0.24
4.	Minimum: \$3,148.00; maximum: \$20,714.00	
C.	Mixed	
1.	Base fee	\$2,116.00
2.	Plus fee per sq. ft. – ground floor	\$0.54
3.	Plus fee per sq. ft. – upper floors	\$0.24
4.	Minimum: \$3,148.00; maximum: \$20,859.00 No rezone fee. Subdivision reduced by ½ when filed simultaneously.	
24.	Planning Official Review	
A.	Temporary Use	
1.	Seasonal or special event	\$86.00

Option A
(PC Recommended Version)

2.	Temporary sales office, model home, or unforeseen emergency	\$259.00
3.	Temporary Use in a Commercial or Industrial District	\$1,216.00
B.	Similar Use Determination or Other	\$1,216.00
25.	Plat Alteration	\$5,694.00
26.	Post-Decision Reviews	
A.	Post-decision review – Type I	\$300.00
B.	Post-decision review – Type II	\$845.00
C.	Post-decision review – Type III	\$1,322.00
27.	Pre-Application Conference Process	
A.	Pre-application conference request - Single-family and duplex lots	\$265.00
B.	Pre-application conference request - all others	\$881.00
C.	Pre-application waiver request	\$133.00
28.	Zoning Verification Letter (authorizes replacement of destroyed structure)	\$202.00
29.	Reporting (misc. application and permit information)	Cost Recovery ²
30.	SEPA Checklist (Environmental Review)	
A.	Grading Permit	
1.	Single-family and duplex lots	\$117.00
2.	All other	
	a. Base fee	\$864.00
	b. Plus fee per acre of land disturbed by the project	\$15.00
B.	Subdivision or Planned Development	
	a. Base fee	\$706.00
	b. Plus fee per acre of land disturbed by the project	\$9.00
C.	Site Plan Review – Residential	

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(PC Recommended Version)

	a. Base fee per unit up to 5 units	\$176.00
	b. Plus fee per unit more than 5	\$17.00
D.	Non-Projects (including rezone and annual review applications)	\$1,939.00
E.	All other reviews	
	a. Base fee	\$1,410.00
	b. Plus fee per acre of land disturbed by the project	\$46.00
F.	SEPA Procedural Appeal (See "Appeals - All others" for substantive SEPA appeal fee)	\$114.00
G.	Environmental Impact Statement (EIS) Review	Cost Recovery ²
31.	Shoreline Permits	
A.	Shoreline Substantial Development Permit	\$6,170.00
B.	Shoreline Conditional Use Permit	\$6,788.00
C.	Shoreline Variance Request	\$6,788.00
32.	Short Subdivisions	
A.	Preliminary (9 lots or fewer) Plats	\$5,994.00
B.	Final Plat Check	\$2,036.00
33.	Signs - all except sandwich board signs	\$300.00
34.	Site Plan Review (Type I)	
A.	Residential	\$259.00
B.	Non Residential	\$1,216.00
C.	Qualifying Planned Action	Same as Type II Site Plan Review Fees
35.	Site Plan Review (Type II) – Residential	
A.	Base fee	\$1,525.00
B.	Plus fee per unit	\$105.00
C.	Maximum fee:	\$21,493.00
36.	Site Plan Review (Type II) - Non Residential	

Option A
(PC Recommended Version)

A.	General Case	
1.	Base fee	\$4,142.00
2.	Plus fee per sq. ft. – ground floor	\$0.16
3.	Plus fee per sq. ft. – upper floors	\$0.08
B.	Commercial pad within a previously approved site plan that was not originally reviewed for the proposed specific use or structure	\$2,829.00
C.	Land-extensive uses such as a golf course	\$3,410.00
D.	Unoccupied commercial and utility structures	\$1,570.00
37.	Special Valuation – Historic Preservation	\$447.00
38.	Subdivisions – Preliminary	
A.	2-9 Lots (not qualifying as a short subdivision)	\$6,338.00
B.	10-22 Lots	\$9,165.00
C.	23+ Lots	
1.	Base fee (for first 23 lots)	\$9,165.00
2.	Plus fee per lot (each lot more than 23)	\$230.00
D.	In conjunction with a planned development	½ regular fee
39.	Subdivisions – Final Plat Check	\$4,616.00
40.	Tenant improvement (if exempt from site plan review)	\$86.00
41.	Tree plan review	
A.	Levels 1, 2, 4, 5	\$291.00
B.	Levels 3, 6, 7	\$97.00
42.	Variance (full fee for 1 st variance; 1/2 cost for 2nd; \$0 for 3rd or more)	
A.	Type I	
1.	Single-family and duplex lots	\$608.00
2.	All other	\$635.00
B.	Type II	

Option A
(PC Recommended Version)

1.	Single-family and duplex lots	\$1,914.00
2.	All other	\$4,614.00
43.	Zoning Certificates	\$661.00
44.	Zoning Map or Text Change (not involving comprehensive plan amendment)	\$7,947.00

¹Fees effective on 1/1/2018 shall be further adjusted as provided for under 20.180.050

²Cost Recovery: Applicants or persons requesting reports will be required to sign an agreement that they will pay the actual cost of the work being performed. Actual costs will be calculated based on the salary and benefits of the employees performing work plus overhead at a rate of 30%.

³Projects with approved master plans, which include preliminary stormwater and transportation plans, shall be entitled to a 30% reduction in the fee for stormwater and transportation plan review.

Section 5. Section 20.210.020 of the Vancouver Municipal Code entitled “Types of Development Applications” as last amended by Ordinance M-4179 is hereby amended to read as follows:

Section 20.210.020 Types of Development Applications.

A. General. All development applications shall be decided by using one of the following procedure types. The procedure type assigned to each action governs the decision-making procedure for that application, except to the extent otherwise required by applicable state or federal law.

B. Types defined. There are four types of decision-making procedures, as follows:

1. Type I procedure. Type I procedures apply to ministerial permits. Type I applications are decided by the planning official without public notice prior to the decision and without a public hearing. If any party with standing appeals a planning official's Type I decision, the appeal of such decision

will be heard by the Hearings Examiner, with further appeal to the Superior Court pursuant to applicable law.

2. Type II procedure. Type II procedures apply to quasi-judicial permits and actions that contain some discretionary criteria. Type II applications are decided by the planning official with public notice and an opportunity for comment. If any party with standing appeals a planning official's Type II decision, the appeal of such decision will be heard by the Hearings Examiner, with further appeal to the Superior Court pursuant to Section 20.210.130 VMC.

3. Type III procedure. Type III procedures apply to quasi-judicial permits and actions that predominantly contain discretionary approval criteria. Type III applications are decided by the Hearings Examiner or Planning Commission, depending on the permit. If any party with standing appeals a Hearings Examiner's or Planning Commission's Type III decision, the appeal of such decision will be heard by City Council pursuant to Section 20.210.130 VMC, with further appeal to Superior Court.

4. Type IV procedure. Type IV procedures apply to legislative matters, planned unit developments, and rezones. Legislative matters involve the creation, revision or large-scale implementation of public policy. Type IV applications are considered initially by the Planning Commission or Hearings Examiner with final decisions made by the City Council, automatically or on appeal.

C. Summary of permits by type of decision-making procedure. Table 20.210.020 – 1 VMC summarizes the various development applications by the type of decision-making procedure.

Table 20.210.020 – 1

Option A
(PC Recommended Version)

Summary of Development Applications By Type of Decision-Making Procedure

Type	Development Application	Cross Reference	Review Body
I	Accessory Dwelling Units	20.810	Planning Official
	Boundary Adjustments	20.310	Planning Official
	Conditional Use – Minor Modification	20.245	Planning Official
	Critical Areas Permit (Type I)	20.740.040 B	Planning Official
	Design Review (without Site Plan Review)	20.255	Planning Official
	Historic Property Certificate of Appropriateness/Administrative Review	17.39.080	Planning Official
	Interpretations – Quasi-Judicial	20.255	Planning Official
	Parking/Loading – Reduction of Minimum Ratios, Joint Parking	20.945	Planning Official
	Planned Developments – 1 Year Extension	20.260	Planning Official
	Site Plan Review – Minor Projects Below Type II Site Plan Review Thresholds	20.270	Planning Official
	Site Plan Review – Extension/Phasing	20.270	Planning Official
	Shoreline Permit Exemption	20.760	Planning Official
	Subdivision/Short Subdivision – Phasing, 1st Extension	20.320	Planning Official
	Temporary Use	20.885	Planning Official
	Tree Plan/Removal – without Site Plan Review	20.770	Planning Official
	Type I Variance	20.290	Planning Official
II	Adult Entertainment Uses	20.820	Planning Official
	Critical Areas Permit (Type II)	20.740	Planning Official
	Critical Areas Permit - Minor Exception	20.740.040	Planning Official
	Human Services Facilities – Collocation	20.870	Planning Official
	Planned Developments – Detailed Plan, 2-Year Extension	20.260	Planning Official
	Public Facility Master Plans – Concept Plan Subsequent Phases & Extensions	20.268	Planning Official
	Shoreline Substantial Development Permit	20.760	Planning Official
	Short Subdivision – Preliminary Plat	20.320	Planning Official
	Site Plan Review	20.270	Planning Official
	Subdivision – 2nd Extension	20.320	Planning Official
	Type II Variance	20.290	Planning Official
III	Conditional Uses – Initial, Major Modifications	20.245	Hearings Examiner

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(PC Recommended Version)

	Critical Areas Permit-Reasonable Use Exception	20.740.080	Hearings Examiner
	Historic District Nomination	17.39.070	Clark County Historic Preservation Commission
	Historic District or Property Designation Removal	17.39.070	Clark County Historic Preservation Commission
	Historic Register Nomination	17.39.070	Clark County Historic Preservation Commission
	Historic Property Certificate of Appropriateness Public Review	17.39.070	Clark County Historic Preservation Commission
	Human Service Facilities—Initial, Spacing Modification	20.870	Hearings Examiner
	Public Facility Master Plans - Initial Approval	20.268	Hearings Examiner
	Shoreline Conditional Use Permit (recommendation to State Department of Ecology)	20.760	Hearings Examiner
	Shoreline Substantial Development Permit	20.760	Hearings Examiner
	Shoreline Variance (recommendation to State Department of Ecology)	20.760	Hearings Examiner
	Subdivisions – Preliminary Plat	20.320	Hearings Examiner
IV	Annexations	20.230	Planning Commission City Council
	Development Agreements	20.250	Planning Commission City Council
	Habitats of Local Importance	20.740	Planning Commission City Council
	Interpretations – Codification	20.255	Planning Commission City Council
	Planned Developments, greater than 25 acres in size	20.260	Planning Commission City Council
	Planned Developments, 25 acres or less	20.260	Hearings Examiner City Council
	Text/Map Amendment – Legislative	20.285	Planning Commission City Council
	Zoning Map Amendments, greater than 25 acres in size	20.285	Planning Commission City Council
	Zoning Map Amendments, 25 acres or less	20.285	Hearings Examiner City Council

D. Concurrent review. When the city must approve more than one application for a given development, all applications required for the development pursuant to this chapter may be submitted for review at one time. When more than one application is submitted for a given development, and those applications are subject to different types of procedure, then all of the applications are subject to the highest type of procedure that applies to any of the applications; provided, however that each development application shall only be subject to the relevant criteria applicable to that particular development application. For example, a development proposal that includes a Type II application and a Type III application shall be wholly subject to the procedures applicable to a Type III application, but the Type II portion of the development proposal shall be decided according to the relevant approval criteria applicable to the Type II application.

E. Assignment of procedure type. Applications shall be processed according to the assigned review type in the above table. If the Vancouver Municipal Code does not expressly provide for review using one of the four types of decision-making procedures, and another specific procedure is not required by law, the planning official shall classify the application in question as one of the four types of decision-making procedure using the following criteria:

1. The act of classifying an application shall be a Type I decision;
2. Questions about what procedure is appropriate shall be resolved in favor of the decision-making procedure providing the greatest opportunity for public notice; and
3. The planning official shall classify the application by determining whether the application is similar in nature and degree to another type of application that has been classified by type as listed in Table 20.210–1 VMC and under the same approval criteria applicable to the type of application

most similar in nature and degree to the application.

F. Comprehensive Plan Amendments. New development applications or pre-applications which are inconsistent with the Comprehensive Plan shall not be accepted by the City, until the Planning Commission recommends approval of a Comprehensive Plan amendment or in the event that Planning Commission recommends denial, until the effective date of final action by the City Council approving the Comprehensive Plan amendment on appeal.

Section 6. Vancouver Municipal Code Section 20.410.030 entitled “Uses” as last amended by Ordinance M- 4187 is hereby amended as follows:

Section 20.410.030 Uses

A. Types of uses. For the purposes of this chapter, there are four kinds of use:

1. A permitted (P) use is one that is permitted outright, subject to all of the applicable provisions of this title.
2. A limited (L) use is permitted outright providing it is in compliance with special requirements, exceptions or restrictions.
3. A conditional use (C) is a discretionary use reviewed through the process set forth in Chapters 20.245 VMC and 20.210 VMC, governing Conditional Uses and Decision-Making Procedures, respectively.
4. A prohibited use (X) is one that is not permitted in a zoning district under any circumstances.

B. Use table. A list of permitted, limited, conditional, and prohibited uses in Low-Density

Residential Districts is presented in Table 20.410.030-1.

TABLE 20.410.030-1				
LOWER-DENSITY RESIDENTIAL DISTRICTS USE TABLE				
USE	R-2	R-4	R-6	R-9
RESIDENTIAL				
Household Living	P ¹	P ¹	P ¹	P ¹
Group Living	P/X ¹	P/X ¹	P/X ¹	P/X ¹
Transitional Housing	X	X	X	X
Home Occupation	L ²	L ²	L ²	L ²
Medical Center Residential	L ²³	L ²³	L ²³	L ²³
HOUSING TYPES				
Single Dwelling, Attached	L ¹⁸	L ¹⁸	L ¹⁸	L ¹⁸
Single Dwelling, Detached	P	P	P	P
Accessory Dwelling Units	L ⁴	L ⁴	L ⁴	L ⁴
Duplexes	L ²¹	L ²¹	L ²¹	L ²¹
Multi-Dwelling Units	X	X	X	X
Existing Manufactured Home Developments	L ⁵	L ⁵	L ⁵	L ⁵
Designated Manufactured Homes	L/X ¹⁹	L/X ¹⁹	L/X ¹⁹	L/X ¹⁹
New Manufactured Homes	L ²⁰	L ²⁰	L ²⁰	L ²⁰
CIVIC (Institutional)				
Basic Utilities	C	C	C	C
Colleges	C	C	C	C
<u>Community Centers</u>	<u>X</u>	<u>X</u>	<u>X</u>	<u>X</u>
Community Recreation	C ⁶	C ⁶	C ⁶	C ⁶
Cultural Institutions	P/C ⁷	P/C ⁷	P/C ⁷	P/C ⁷
Day Care				
- Family Day Care	P ⁸	P ⁸	P ⁸	P ⁸
- Child Care Center	L/C ¹¹	L/C ¹¹	L/C ¹¹	L/C ¹¹
- Adult Day Care	L/C/X ⁹	L/C/X ⁹	L/C/X ⁹	L/C/X ⁹
Emergency Services (except ambulance services)	L/C ¹¹	L/C ¹¹	L/C ¹¹	L/C ¹¹
Ambulance Services	X	X	X	X
Human Service Facilities	X	X	X	X
Medical Centers	X	X	X	X

Option A
(PC Recommended Version)

Parks/Open Space				
- Neighborhood Parks	P	P	P	P
- Community Parks	L ¹⁰ /C	L ¹⁰ /C	L ¹⁰ /C	L ¹⁰ /C
- Regional Parks	C	C	C	C
- Trails	L ¹⁰	L ¹⁰	L ¹⁰	L ¹⁰
Postal Service	C	C	C	C
Religious Institutions	L/C ¹¹	L/C ¹¹	L/C ¹¹	L/C ¹¹
Schools	L/C ¹¹	L/C ¹¹	L/C ¹¹	L/C ¹¹
Social/Fraternal Clubs	X	X	X	X
Transportation Facility	C ¹²	C ¹²	C ¹²	C ¹²
COMMERCIAL				
Commercial and Transient Lodging	L/C/X ¹³	L/C/X ¹³	L/C/X ¹³	L/C/X ¹³
Eating/Drinking Establishments	X	X	X	X
Entertainment-Oriented				
- Adult Entertainment	X	X	X	X
- Indoor Entertainment	X	X	X	X
- Major Event Entertainment	X	X	X	X
General Retail				
- Sales-Oriented	C ¹⁴	C ¹⁴	C ¹⁴	C ¹⁴
- Personal Services	C ¹⁴	C ¹⁴	C ¹⁴	C ¹⁴
- Repair-Oriented	X	X	X	X
- Bulk Sales	X	X	X	X
- Outdoor Sales	X	X	X	X
Motor Vehicle Related				
- Motor Vehicle Sales/Rental	X	X	X	X
- Motor Vehicle Servicing/Repair	X	X	X	X
- Vehicle Fuel Sales	X	X	X	X
- EV Basic Charging Stations (accessory only)	P	P	P	P
- EV Rapid Charging Stations (accessory only)	P	P	P	P
- EV Battery Exchange Stations	X	X	X	X
Office				
- General	X	X	X	X

Option A
(PC Recommended Version)

- Medical	X	X	X	X
- Extended	X	X	X	X
Non-Accessory Parking	X	X	X	X
Self-Service Storage	X	X	X	X
Marina	C	C	C	C
INDUSTRIAL				
Industrial Services	X	X	X	X
Manufacturing and Production	X	X	X	X
Railroad Yards	X	X	X	X
Research and Development	X	X	X	X
Warehouse/Freight Movement	X	X	X	X
Wholesale Sales	X	X	X	X
Waste-Related	X	X	X	X
Major Utility Facilities	X	X	X	X
OTHER	X	X	X	X
Agriculture/Horticulture				
Airport/Airpark	X	X	X	X
Animal Kennels/Shelters	X	X	X	X
Cemeteries	X	X	X	X
Detention & Post Detention Facilities	X	X	X	X
Dog Day Care	X	X	X	X
Heliports	X	X	X	X
Recreational or Medical Marijuana Facilities	X	X	X	X
Medical Marijuana Collectives	X	X	X	X
Mining	X	X	X	X
Rail Lines/Utility Corridors	P	P	P	P
Basic Utilities	P	P	P	P
Temporary Uses	L ¹⁶	L ¹⁶	L ¹⁶	L ¹⁶
Wireless Communication Facilities	L/C/X ¹⁷	L/C/X ¹⁷	L/C/X ¹⁷	L/C/X ¹⁷

¹ Residential Care Homes, state or federally approved, with six or fewer residents and any required on-site residential staff permitted by right; all larger group living uses prohibited.

² Subject to the provisions of Chapter 20.860 VMC, Home Occupations.

⁴ Subject to the provisions of Chapter 20.810 VMC, Accessory Dwelling Units.

⁵ Subject to the provisions of Chapter 20.880 VMC, Manufactured Home Developments. Manufactured Home Developments established prior to July 1, 2005 are exempt from the standards of VMC 20.410.050F – Development Standards and may continue to exist and expand within existing previously-approved boundaries. An existing manufactured home in a development or subdivision may be replaced or may be relocated either to an approved manufactured home development or an approved manufactured home subdivision.

⁶ Subject to provisions in Chapter 20.895.040 VMC, Community Recreation and Related Facilities

⁷ Libraries only permitted outright; all other cultural institutions are conditional uses.

⁸ Family day care homes for no more than 12 children are permitted when licensed by the State.

⁹ Adult day care facilities for six or fewer adults allowed as limited uses subject to compliance with the development standards governing Home Occupations, per Section 20.860.020(B)(1)-(7) VMC; facilities with 7-12 adults allowed as conditional uses; and larger facilities are prohibited.

¹⁰ Community parks that meet all of the criteria contained in Section 20.410.050(E)(1) VMC are permitted by limited uses; all others require conditional use approval. Trails are limited uses subject to the additional development standards contained in Section 20.410.050(E).

¹¹ Schools, religious institutions, government buildings, fire stations, child care centers, and emergency services facilities that meet all of the criteria contained in Section 20.410.050(D) VMC are permitted by right; all others require conditional use approval. Child care centers permitted by right shall be consistent with VMC 20.840, Child Care Homes and Centers, and be subject to Type II review pursuant to VMC 20.210.050.

¹² Except bus, trolley and streetcar stops, including bus shelters, which are allowed by right.

¹³ One and two bedroom Bed-and-Breakfast facilities are permitted outright and 3-6 bedroom Bed-and-Breakfast facilities are allowed as conditional uses, with all Bed-and-Breakfast facilities subject to provisions of Chapter 20.830 VMC, Bed-and-Breakfast Establishments. No more than six bedrooms are allowed under any circumstances. All other commercial lodging is prohibited.

¹⁴ Retail commercial uses limited to 1,500 gsf per use to a maximum of 5,000 sq. ft. in planned developments of 150

units or more. See Section 20.260.020.B.1.b(2).

¹⁵ Subject to provisions in Section 20.895. 030VMC.

¹⁶ Subject to provisions in Chapter 20.885, except sales of fireworks which is prohibited in residential zones.

¹⁷ Building-mounted antennas are allowed by conditional use on non-residential buildings in single-family residential zones subject to requirements contained in Chapter 20.890 VMC, Wireless Communications Facilities.

¹⁸ Subject to Section 20.260.020.B.1.a(2), Planned Development and subject to Section 20.910.050 VMC, zero lot line requirements.

¹⁹ A “designated manufactured home” is exempt from the development standards of 20.410.050F VMC and may continue to exist and expand. An existing unit may be replaced or may be relocated either to an approved manufactured home development or an approved manufactured home subdivision. After July 1, 2005, only “new manufactured homes” that also meet the “designated manufactured home” criteria will be permitted on individual lots not part of an existing approved manufacturing home development or manufactured home subdivision. Except that a new manufactured home placed on an individual lot after July 1, 2005, may be relocated as permitted by this Title if within (5) five years of the date of the original placement.

²⁰ Subject to Section 20.410.050(F) Development Standards – Criteria for Placement of Manufactured Homes.

²¹ Subject to Section 20.920 Infill Development Standards

²² Existing duplexes built on lots meeting the minimum infill lot size standards of VMC Table 20.920.060-1 shall be considered conforming uses even if not part of an infill development.

²³ Medical Center Residential uses, as defined in VMC 20.160.020, are permitted outright if approved through a public facilities master plan per VMC 20.68.040.

Section 7. Vancouver Municipal Code Section 20.420.030 entitled “Uses” as last amended by Ordinance M- 4187 is hereby amended as follows:

Section 20.420.030 Uses

A. Types of uses. For the purposes of this chapter, there are four kinds of use:

1. A permitted (P) use is one that is permitted outright, subject to all of the applicable provisions of this title.

2. A limited (L) use is permitted outright providing it is in compliance with special requirements, exceptions or restrictions.

3. A conditional use (C) is a discretionary use reviewed through the process set forth in Chapters 20.245 VMC and 20.210 VMC, governing Conditional Uses and Decision-Making Procedures, respectively.

4. A prohibited use (X) is one that is not permitted in a zoning district under any circumstances.

B. Use table. A list of permitted, limited, conditional, and prohibited uses in Higher Density residential zones is presented in Table 20.420.030–1.

Table 20.420.030-1				
Higher Density Districts Use Table				
USE	R-18	R-22	R-30	R-35
RESIDENTIAL				
Household Living	P	P	P	P
Group Living	P	P	P	P
Transitional Housing	C²	C²	C²	C²
Home Occupation	L ³	L ³	L ³	L ³
HOUSING TYPES				
Single Dwelling, Attached	P ⁴	P ⁴	P ⁴	X
Single Dwelling, Detached	P ⁴	P ⁴	P ⁴	X ⁵
Accessory Dwelling Units	P ¹	P ¹	P ¹	P ¹
Duplexes	P ⁴	P ⁴	P ⁴	P ⁴
Multi-Dwelling Units	P ⁴	P ⁴	P ⁴	P ⁴
Manufactured Home	L ⁷	L ⁷ /X	L ⁷ /X	L ⁷ /X

Option A
(PC Recommended Version)

Developments				
Designated Manufactured Home	L ²³	X	X	X
New Manufactured Home	X	X	X	X
CIVIC (Institutional)				
Basic Utilities	C	C	C	C
Colleges	C	C	C	C
Community Centers	C ²	C ²	C ²	C ²
Community Recreation	C ⁸	C ⁸	C ⁸	C ⁸
Cultural Institutions	P/C ⁹	P/C ⁹	P/C ⁹	P
Day Care				
- Family Day Care	P/C ¹⁰	P/C ¹⁰	P/C ¹⁰	P/C ¹⁰
- Child Care Center	L/C ¹⁴	L/C ¹⁴	L/C ¹⁴	L/C ¹⁴
- Adult Day Care	P/C ¹¹	P/C ¹¹	P/C ¹¹	P/C ¹¹
Emergency Services (except ambulance services)	C ¹²	C ¹²	C ¹²	C ¹²
Human Service Facilities	€ ²	€ ²	€ ²	€ ²
Medical Centers	C	C	C	C
Parks/Open Space				
- Neighborhood Parks	P	P	P	P
- Community Parks	L/C ¹³	L/C ¹³	L/C ¹³	L/C ¹³
- Regional Parks	L/C ¹³	L/C ¹³	L/C ¹³	L/C ¹³
- Trails	L/C ¹³	L/C ¹³	L/C ¹³	L/C ¹³
Postal Service	C	C	C	C
Religious Institutions	L/C ¹⁴	L/C ¹⁴	L/C ¹⁴	L/C ¹⁴
Schools	L/C ¹⁴	L/C ¹⁴	L/C ¹⁴	L/C ¹⁴
Social/Fraternal Clubs	C ⁶	C ⁶	C ⁶	C ⁶
Transportation Facility	P/C ¹⁵	P/C ¹⁵	P/C ¹⁵	P/C ¹⁵
COMMERCIAL				
Commercial <u>and</u> Transient Lodging	L/X ¹⁶	L/X ¹⁶	L/X ¹⁶	L/X ¹⁶
Eating/Drinking Establishments	L ¹⁷ /X	L ¹⁷ /X	L ¹⁷ /X	L ¹⁷ /X
Entertainment-Oriented				
- Adult Entertainment	X	X	X	X
- Indoor Entertainment	X	X	X	X
- Major Event Entertainment	X	X	X	X
General Retail				
- Sales-Oriented	L ¹⁷ /X	L ¹⁷ /X	L ¹⁷ /X	L ¹⁷ /X

Option A
(PC Recommended Version)

- Personal Services	L ¹⁷ /X	L ¹⁷ /X	L ¹⁷ /X	L ¹⁷ /X
- Repair-Oriented	X	X	X	X
- Bulk Sales	X	X	X	X
- Outdoor Sales	X	X	X	X
Motor Vehicle Related				
- Motor Vehicle Sales/Rental	X	X	X	X
- Motor Vehicle Servicing/Repair	X	X	X	X
- Vehicle Fuel Sales	X	X	X	X
- EV Basic Charging Stations (accessory only)	P	P	P	P
- EV Rapid Charging Stations (accessory only)	P	P	P	P
- EV Battery Exchange Stations	X	X	X	X
Office				
- General	L ¹⁷ /X	L ¹⁷ /X	L ¹⁷ /X	L ¹⁷ /X
- Medical	L ¹⁷ /X	L ¹⁷ /X	L ¹⁷ /X	L ¹⁷ /X
- Extended	X	X	X	X
Non-Accessory Parking	X	X	X	X
Self-Service Storage	X	X	X	X
INDUSTRIAL				
Industrial Services	X	X	X	X
Manufacturing and Production	X	X	X	X
Railroad Yards	X	X	X	X
Research and Development	X	X	X	X
Warehouse/Freight Movement	X	X	X	X
Wholesale Sales	X	X	X	X
Waste-Related	X	X	X	X
Major Utility Facilities	X	X	X	X
OTHER				
Agriculture/Horticulture	P	P	P	P
Airport/Airpark	X	X	X	X
Animal Kennels/Shelters	X	X	X	X
Cemeteries				

Option A
(PC Recommended Version)

Detention & Post Detention Facilities	X	X	X	X
Dog Day Care	C ¹⁹	C ¹⁹	C ¹⁹	C ¹⁹
Heliports	X ²⁰	X ²⁰	X ²⁰	X ²⁰
Recreational or Medical Marijuana Facilities	X	X	X	X
Medical Marijuana Collectives	X	X	X	X
Mining	X	X	X	X
Rail Lines/Utility Corridors	C	C	C	C
Temporary Uses	L ²¹	L ²¹	L ²¹	L ²¹
Basic Utilities	P	P	P	P
Wireless Communication Facilities	L/C/X ²²	L/C/X ²²	L/C/X ²²	L/C/X ²²

¹ Subject to the provisions of Chapter 20.810 VMC, Accessory Dwelling Units.

² ~~Subject to the provisions of Chapter 20.870 VMC Human Service Facilities.~~ Subject to the provisions of Section 20.895.050 VMC.

³ Subject to the provisions of Chapter 20.860 VMC Home Occupations.

⁴ Provided the minimum required residential density is met, on an overall project basis.

⁵ Single-family dwelling units legally established prior to March 11, 2004, shall be considered permitted uses.

⁶ Subject to the provisions of Section 20.895.040 VMC Community Recreation and Related Facilities.

⁷ Subject to the provisions of Chapter 20.880 VMC, Manufactured Home Developments. Manufactured Home Developments established prior to July 1, 2005 are exempt from the standards of VMC 20.420.050G – Development Standards and may continue to exist and expand within existing previously-approved boundaries. An existing manufactured home in a development or subdivision may be replaced or may be relocated either to an approved manufactured home development or an approved manufactured home subdivision. Manufactured Home Developments in the R-22, R-30, R-35 zones are allowed as a Limited Use (L) only as part of a VMC 20.260 Planned Development that meets overall minimum density standards for the applicable zone.

⁸ Subject to the additional provisions in Section 20.895.040 VMC.

⁹ Libraries permitted only; all other cultural institutions are conditional uses.

¹⁰ Family day care homes for no more than 12 children are permitted when licensed by the state. Child care centers are

permitted as conditional uses, subject to the provisions of Chapter 20.840 VMC Child Care Centers, unless part of a Planned Development, in which case they are approved subject to Chapter 20.260 VMC. All Child care facilities must be licensed by the state.

¹¹ Adult day care facilities with 12 or fewer clients are permitted outright; larger facilities are permitted as conditional uses.

¹² Subject to the provisions of Chapter 20.870 VMC, Human Service Facilities

¹³ Community, regional parks and trails that meet all of the development standards in Section 20.420.050 (E)(1),(2) and (3), respectively, are permitted by as limited uses; all others require a Conditional Use approval.

¹⁴ Schools, child care centers, and religious institutions that meet all of the locational criteria contained in Section 20.420.050(F) VMC are permitted by right; all others require conditional use approval. Child care centers permitted by right shall be consistent with VMC 20.840, Child Care Homes and Centers, and be subject to Type II review pursuant to VMC 20.210.050.

¹⁵ Except bus, trolley and street car stops, including bus shelters, which are allowed by right.

¹⁶ Bed-and-breakfasts establishments as limited uses subject to provisions of Chapter 20.830 VMC Bed-and- Breakfast Establishments; all other commercial and transient lodging prohibited.

¹⁷ New commercial uses allowed as limited uses subject to special development restrictions in Section 20.420.060 and 20.895.080 VMC. Existing commercial uses permitted if legally established prior to code effective date. However, alterations and expansions shall be subject to 20.245 (Conditional Use Permits).

¹⁸ Subject to the provisions in Section 20.895.030 VMC.

¹⁹ Subject to the provisions of Chapter 20.850 VMC, Dog Day Care.

²⁰ Except as an accessory to a medical center.

²¹ Subject to provisions of Chapter 20.885, except sale of fireworks prohibited in residential zones.

²² Subject to the provisions of Chapter 20.890 VMC Wireless Communications Facilities.

²³ A “designated manufactured home” is exempt from the development standards of 20.420.050G VMC and may continue to exist and expand. An existing unit may be replaced or may be relocated either to an approved manufactured

home development or an approved manufactured home subdivision. After July 1, 2005, only “new manufactured homes” that also meet the “designated manufactured home” criteria will be permitted on individual lots not part of an existing approved manufacturing home development or manufactured home subdivision. Except that a new manufactured home placed on an individual lot after July 1, 2005, may be relocated as permitted by this Title if within (5) five years of the date of the original placement.

²⁴ Subject to the provisions of Chapter 20.840 VMC, Child Care Centers.

Section 8. Vancouver Municipal Code Section 20.430.030 entitled “Uses” as last amended by Ordinance M- 4187 is hereby amended as follows:

Section 20.430.030 Uses.

A. Types of uses. For the purposes of this chapter, there are four kinds of use:

1. A permitted (P) use is one that is permitted outright, subject to all of the applicable provisions of this title.
2. A limited (L) use is permitted outright providing it is in compliance with special requirements, exceptions or restrictions.
3. A conditional use (C) is a discretionary use reviewed through the process set forth in Chapters 20.245 VMC and 20.210 VMC, governing Conditional Uses and Decision-Making Procedures, respectively.
4. A prohibited use (X) is one that is not permitted in a zoning district under any circumstances.

B. Use table. A list of permitted, limited, conditional, and prohibited uses in the commercial and

mixed use zones is presented in Table 20.430.030–1.

Table 20.430.030 – 1								
Commercial and Mixed-Use Districts Use Table								
USE	CN	CC	CG	CX	WX	CP X¹	MX²	RGX⁴
RESIDENTIAL								
Household Living	L ⁴	L ⁴	L ⁴	L ⁴²	L ⁵		P ⁶	P
Group Living	P/C ⁷	P/C ⁷	P/C ⁷	P/C ⁷	P/C ⁷		P ⁶	P
Transitional Housing	X	C ⁹	L ⁹	L ⁹	C ⁹		X	X
Home Occupation	L ¹⁰	L ¹⁰	L ¹⁰	L ¹⁰	L ¹⁰		L ¹⁰	L ¹⁰
HOUSING TYPES								
Single Dwelling, Attached	L ⁴	L ⁴	L ⁴	L ⁴²	L ⁴		P ⁶	P
Single Dwelling, Detached	X	X	X	X	X		P ⁶	P
Accessory Dwelling Units	X	X	X	X	X		P ⁶	P
Duplexes	L ⁴	L ⁴	L ⁴	L ⁴²	L ⁴		P ⁶	P
Multi-Dwelling Units	L ⁴	L ⁴	L ⁴	L ⁴²	L ⁴		P ⁶	P
Existing Manufactured Home Developments	X	X	X	X	X		X	X
Designated Manufactured Homes	X	X	X	X	X		X	X
New Manufactured Homes	X	X	X	X	X		X	X
CIVIC (Institutional)								
Basic Utilities	C	C	C	P	C		C	C
Colleges	X	C	C	P	C		P	P
Community Centers	X	C ¹²	C ¹²	C ¹²	C ¹²		C ¹²	C ¹²
Community Recreation	X	L ¹¹	L ¹¹	L ¹¹	L ¹¹		L ¹¹	L ¹¹
Cultural Institutions	L ¹⁹	P	P	P	P		P	P
Day Care								
- Family Day Care	P/L ¹³	P/L ¹³	P/L ¹³	P/L ¹³	P/L ¹³		P/L ¹³	P/L ¹³
- Child Care Center	L ¹³	L ¹³	L ¹³	L ¹³	L ¹³		L ¹³	L ¹³
- Adult Day Care	P/C ¹⁴	P	P	P	P		P	P
Emergency Services	X	C	P	P	C		P	P

Option A
(PC Recommended Version)

Human Service Facilities	E ⁹	E ⁹	E ⁹	E ⁹	E ⁹		E ⁹	E ⁹
Medical Centers	X	C	C	P	C		C	P
Parks/Open Space								
- Neighborhood Parks	P	P	P	P	P		P	P
- Community Parks	P	P	P	P	P		P	P
- Regional Parks	X	P	P	P	P		P	P
- Trails	P	P	P	P	P		P	P
Postal Service	L ¹⁹	P	P	P	P		P	P
Religious Institutions	X	P	P	P	C		P	P
Schools (not truck driving schools)	C	P	P	P	P		P	P
Social/Fraternal Clubs	C	L ¹¹	L ¹¹	L ¹¹	L ¹¹		L ¹¹	L ¹¹
Transportation Facility	P	P	P	P	P		P	P
Park & Ride Facilities								
- Surface	X	L ⁴⁸	L ⁴⁸	X	X	X	X	X
- Structure	X	L ⁴⁸	L ⁴⁸	L ⁴⁸	L ⁴⁸	L ⁴⁸	L ⁴⁸	X
COMMERCIAL								
Commercial and Transient Lodging	X	C ¹⁵	P/C ^{9,15}	P/C ^{9,15}	L ¹⁸ / C ¹⁸⁻¹⁵		L ¹⁸ /C ¹⁸ 15	P/C ^{9,15}
Eating/Drinking Establishments	L ^{19,20} / C ^{8,16}	P/C ^{8,16}	P/C ^{8,16}	P/C ^{8,16}	P/C ^{8,16}		P/C ^{8,1} 6	P/C ^{8,16}
Entertainment-Oriented								
- Adult Entertainment	X	X	L ²³	X	X		X	X
- Indoor Entertainment	X	P/L ²⁴	P/L ²⁴	P/L ²⁴	P/L ²⁴		P/L ²⁴	P/L ²⁴
- Major Event Entertainment	X	X	P	P	C		C	X
General Retail								
- Sales-Oriented	L ¹⁹	P	P	P ²⁵	P		P	P ^{25,46}
- Personal Services	L ¹⁹	P	P	P	P		P	P
- Repair-Oriented	X	P	P	P	X		P	P
- Bulk Sales	X	P	P	P	X		P	C
- Outdoor Sales	X	C	P/L ²⁶	P/L ²⁶	X		P/L ²⁶	X
- Artisan and Specialty Goods Production	X	L ⁴⁰	L ⁴⁰	L ⁴⁰	X		X	X
Motor Vehicle Related								
- Motor Vehicle Sales/Rental	X	P/L ²⁷	P	P	X		C ²⁷	X/L ⁴⁵
- Motor Vehicle Servicing/Repair	X	P/L ²⁸	L ²⁸	L ²⁸	X		C ²⁸	X

Option A
(PC Recommended Version)

- Vehicle Fuel Sales	X	L ²⁸	L ²⁸	L ²⁸	C		C ²⁸	X
- EV Basic Charging Stations (accessory only)	P	P	P	P	P		P	P
- EV Rapid Charging Stations (accessory only)	P	P	P	P	P		P	P
- EV Battery Exchange Stations	X	P	P	P	X		X	P
Office								
- General	L ¹⁹	P	P	P	P		P	P
- Medical	L ¹⁹	P	P	P	P		P	P
- Extended	X	P	P	P	X		X	X
Marina (See also VMC 20.760)	X	P	P	P	P		P	X
Non-Accessory Parking	X	C	C	C ⁴³	C		C	C ⁴³
Self-Service Storage	X	P ³	P	X	X		X	X
INDUSTRIAL								
Industrial Services	X	C	C	X	X		X	C
Manufacturing and Production	X	C/X ³⁰	P/X ³¹	P/X ⁴¹	X		C/X ³²	P ⁴¹
Railroad Yards	X	X	X	X	X		X	X
Research and Development	X	X	P	C	C		C	P
Warehouse/Freight Movement	X	X	X	X	X		X	X
Waste-Related	X	X	P ⁴⁷	X	X		X	X
Wholesale Sales	X	X	C	C	X		X	X
Major Utility Facilities	X	X	X	X	X		X	X
OTHER								
Agriculture/Horticulture	X	X	X	X	X		X	X
Airport/Airpark	X	X	X	X	X		X	X
Animal Kennels/Shelters	X	L ³³	L ³³	X	X		X	X
Cemeteries	X	C ³⁴	P ³⁴	C ³⁴	X			X
Detention & Post Detention Facilities	X	X	C/X ³⁵	C/X ³⁵	X		X	X
Dog Day Care	L ³⁶	L ³⁶	L ³⁶	L ³⁶	L ³⁶		L ³⁶	L ³⁶
Heliports	X	X	X	C ³⁷	C ³⁷		C ³⁷	C ³⁷
Medical Marijuana Cooperatives	X	X	X	X	X		X	X
Recreational or Medical	X	X	X	X	X		X	X

Option A
(PC Recommended Version)

Marijuana Facilities								
Mining	X	X	X	X	X		X	C
Rail Lines/Utility Corridors	C	P	P	P	C		C	P
Temporary Uses	L ²⁶	L ²⁶	L ²⁶	L ²⁶	L ²⁶		L ²⁶	L ²⁶
Wireless Communication Facilities	X	L/C/ X ³⁹	L/C/ X ³⁹	L/C/ X ³⁹	L/C/X ³⁹		L/C/ X ³⁹	L/C/ X ³⁹

¹ Refer to Vancouver Central Park Plan District, 20.640.

² Refer to Mixed Use standards in 20.430.060.

³ A single ground floor caretaker/security/manager residence is allowed if it is an integral part of a mini-storage building.

⁴ All of part of residential uses must be located above the ground floor of the structure as specified by VMC 20.430.060.B.2 with exception of Community Commercial (CC) zoned properties fronting Broadway Street and located within the Uptown Village District of the Vancouver City Center Subarea Plan (refer to 20.430.020B).

⁵ Must have a minimum density of 10 dwelling units/net acre.

⁶ Allowed pursuant to mixed use standards of 20.430.060.

⁷ Residential Care Homes with six or fewer residents and any required on-site staff permitted by right in housing above the ground floor; all larger group home uses are permitted conditionally.

⁸ ~~The language for this footnote has been deleted.~~ Conditional use permit required if meals served to guests at specific time(s) of day, versus guests being able to obtain a meal at any time.

⁹ ~~Subject to provisions of Chapter 20.870 VMC Human Service Facilities.~~ Conditional use permit required if guests only allowed to check in at the same time of day.

¹⁰ Subject to the provisions of Chapter 20.860 VMC Home Occupations.

¹¹ Subject to provisions of Section 20.895.040 VMC Community Recreation and Related Facilities.

¹² ~~This footnote is repealed.~~ Subject to the provisions of Section 20.895.050 VMC.

¹³ Family day care homes for no more than 12 children are permitted when licensed by the state. Child care centers (13 or more children) are Limited (L), subject to a Type II procedure in Chapter 20.210. Child care centers can also be

approved as part of a Planned Development, VMC 20.260. In all cases child care centers must meet the standards outlined in Chapter 20.840 VMC.

¹⁴ In the CN zone, adult day care facilities for six or fewer adults allowed outright in the CN zone, all other facilities are permitted as conditional uses.

¹⁵ ~~The language for this footnote has been deleted.~~ Subject to the provisions of Section 20.895.040 VMC.

¹⁶ ~~The language for this footnote has been deleted.~~ Subject to the provisions of Section 20.895.080 VMC.

¹⁷ Transportation facilities are permitted except for large or land-intensive facilities such as park-and-ride lots and water taxi and ferry stations.

¹⁸ Bed-and-breakfast establishments are allowed as limited uses, subject to the provisions in Chapter 20.830 VMC, and all other lodging allowed as conditional uses.

¹⁹ Limited uses subject to the development standards in Section 20.430.040(D) VMC.

²⁰ Eating and drinking establishments are permitted only in conjunction with another permitted use on site. Exclusively or predominantly drive-through eating and drinking establishments are prohibited.

²² Limited uses subject to the development standards in Section 20.430.050(B) VMC.

²³ Subject to provisions in Section 20.820 VMC Adult Entertainment.

²⁴ Provisions in Section 20.895.060 VMC apply to Indoor Target Shooting Ranges.

²⁵ Pawnshops allowed in CX and CG Districts only. No more than four (4) pawnshop establishments allowed in the CX District.

²⁶ Subject to provisions in Chapter 20.885 VMC Temporary Uses.

²⁷ Sales/rental lots for motor vehicles only are subject to the following criteria: (a) the lot size is approximately 200' by 200', or 100' by 100' if a corner lot, though smaller lots will be considered if shown to meet all other requirements; (b) reviewed and approved by the City Transportation Manager for on-site circulation, access, and parking plan; (c) located on a primary arterial with average traffic in excess of 10,000 vehicle trips per day; (d) employee/customer parking is provided at a rate of one space plus an additional space per each 5,000 sq. ft. of lot area; © there is no vehicle display in setback areas, and all setbacks are landscaped rather than paved.

²⁸ Subject to provisions in Section 20.895.070 VMC, Motor Vehicle Fuel Sales and Repair.

²⁹ The language for this footnote has been deleted.

³⁰ Micro-breweries and manufacturing of optical, medical and dental devices, goods, and equipment allowed by conditional use; all others prohibited.

³¹ Micro-breweries, bakeries, printing, publishing, binding, lithography, repair shops for tools, scientific/professional instruments and motors, and manufacturing of optical, medical and dental devices, goods, and equipment allowed outright; all others prohibited.

³² Micro-breweries allowed by conditional use; all others prohibited.

³³ Subject to provisions in Section 20.895.020 VMC Animal Kennel/Shelters.

³⁴ Subject to provisions in Section 20.895.030 VMC Cemeteries.

³⁵ Secure Transition Facilities as per 20.855.020(B)(6)(a) are prohibited.

³⁶ Subject to the provisions in Chapter 20.850 VMC Dog Day Care.

³⁷ Subject to provisions in Section 20.895.080 VMC Private Landing Strips and Heliports. Airpark related uses are permitted in Pearson Airpark and Evergreen Airport only.

³⁸ The language for this footnote has been deleted.

³⁹ Subject to requirements in Chapter 20.890 VMC Wireless Telecommunications Facilities.

⁴⁰ Subject to limitations in Section 20.430.050A. Uses defined in Section 20.160.020 C 10.

⁴¹ Printing, binding, lithography, repair shops for tools, scientific/professional instruments and motors, computer research or assembly, and manufacturing of optical, medical and dental devices, goods and equipment permitted outright; all others prohibited.

⁴² Ground floor residential is allowed within the CX zone with the exception of properties fronting Main Street between Sixth Street and Mill Plain.

⁴³ Parking structures are permitted outright.

⁴⁴ Allowed subject to provisions of Riverview Gateway Plan District Standards 20.680, and associated Master Plan adopted for the area of proposed development.

⁴⁵Motor vehicle rental permitted where ancillary to another use.

⁴⁶Retail uses shall not exceed 50,000 square feet in total floor space unless included in a mixed use building with other uses accounting for at least 20% of floor space, and is in full compliance with Riverview Plan District Design Guidelines.

⁴⁷ Neighborhood recycling and/or yard debris collection centers which are exempt from a state solid waste handling permits are permitted; all other waste-related uses prohibited. If a neighborhood recycling and/or yard debris collection center is handling organic materials, they shall not be stored on site for a period longer than 7 days.

⁴⁸ See Section 20.430.040.E, Park & Ride Facilities development standards.

⁴⁹ Subject to 20.884 VMC.

Section 9. Vancouver Municipal Code Section 20.440.030 entitled “Uses” as last amended by Ordinance M- 4187 is hereby amended as follows:

Section 20.440.030 Uses.

A. Types of uses. For the purposes of this chapter, there are four kinds of use:

1. A permitted (P) use is one that is permitted outright, subject to all of the applicable provisions of this title.
2. A limited (L) use is permitted outright providing it is in compliance with special requirements, exceptions or restrictions.
3. A conditional use (C) is a discretionary use reviewed through the process set forth in Chapters 20.245 VMC and 20.210 VMC, governing Conditional Uses and Decision-Making Procedures, respectively.
4. A prohibited use (X) is one that is not permitted in a zoning district under any circumstances.
5. Uses may also be subject to restrictions and standards set forth in the Water Resource Protection

Ordinance (Title 14).

B. Use table. A list of permitted, limited, conditional, and prohibited uses in the industrial zoning districts is shown in Table 20.440.030–1.

Table 20.440.030–1 Industrial Zoning Districts Use Table				
USE	OCI²⁰	IL¹	IH	ECX²⁷
RESIDENTIAL				
Household Living	L ²	L ²	L ²	L ²⁸
Group Living	P ²¹ /X	X	X	P ²¹ /X
Transitional Housing	P²¹/X	X	X	P²¹/X
Home Occupation	L ³	L ³	L ³	L ³
HOUSING TYPES				
Single Dwelling, Attached	L ²	X	X	L ²⁸
Single Dwelling, Detached	X	X	X	X
Accessory Dwelling Units	X	X	X	X
Duplexes	L ²	X	X	L ²⁸
Multi-Dwelling Units	L ²	L ²	X	L ²⁸
Existing Manufactured Home Developments	X	X	X	X
Designated Manufactured Homes	X	X	X	X
New Manufactured Homes	X	X	X	X
CIVIC (Institutional)				
Basic Utilities	P	P	P	P
Colleges	X	X	X	C
<u>Community Centers</u>	<u>L³⁰</u>	<u>L³⁰</u>	<u>X</u>	<u>L³⁰</u>
Community Recreation	L ²⁴	P	X	L ²⁴
Cultural Institutions	X	P	X	P
Day Care				
- Child Care Center	L ⁴	L ⁴	X	L ⁴
- Adult Day Care	P	P	X	P
Emergency Services (except ambulance services)	P	P	P	P
Human Service Facilities	L²⁵	L²⁵	L²⁵	L²⁵
Medical Centers	C	X	X	P

Option A
(PC Recommended Version)

Parks/Open Space				
- Neighborhood Parks	P	C	C	P
- Community Parks	C	C	C	C
- Regional Parks	C	C	C	C
- Trails	C	C	C	P
Postal Service	X	P	P	X
Religious Institutions	X	X	X	X
Schools	X	X	X	X
Social/Fraternal Clubs	X	X	X	X
Transportation Facility	P/X ²⁶	P	P	P/X ²⁶
Park & Ride Facilities				
- Surface	X	L ³¹	L ³¹	X
-Structure	L ³¹	L ³¹	L ³¹	L ³¹
COMMERCIAL				
Commercial <u>and Transient</u> Lodging	<u>L³⁵</u>	<u>L³⁵/X</u>	X	<u>P/C^{25,35}</u>
Eating/Drinking Establishments	L ^{5,36}	L ^{5,36}	L ^{6,36}	L ^{6,36}
Entertainment-Oriented				
- Adult Entertainment	X	L ⁷	L ⁷	X
- Indoor Entertainment	X	X	X	X
- Major Event Entertainment	X	X	X	P
General Retail				
- Sales-Oriented	L ⁶	L ⁶	L/C ⁶	L ⁶
- Personal Services	L ⁶	L ⁶	X	L ⁶
- Repair-Oriented	L ⁶	L ⁶	X	L ⁶
- Bulk Sales	X	X	X	X
- Outdoor Sales	X	X	P	X
Motor Vehicle Related				
- Motor Vehicle Sales/Rental	X	X	X	X
- Motor Vehicle Servicing/Repair	X	L ⁸	L ⁸	X
- Vehicle Fuel Sales	X	X	P	X
- EV Basic Charging Stations (accessory only)	P	P	P	P
- EV Rapid Charging Stations (accessory	P	P	P	P

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only)				
- EV Battery Exchange Stations	P	P	X	P
Office				
- General	P	P	L/C ⁹	P
- Medical	P	P	X	P
- Extended	P	P	X	P
Marina (See also VMC 20.760)	X	C	X	X
Non-Accessory Parking	C ¹⁰	L ¹⁰ /X	X	L ³⁰¹⁰
Self-Service Storage	P	P	P	P
INDUSTRIAL				
Industrial Services	P	P	P	P
Manufacturing and Production	P	P ¹¹	P ¹¹	P
Railroad Yards	X	X	X	X
Bulk Crude Oil storage and handling facilities	X ³⁴	X ³⁴	X ³⁴	X ³⁴
Petroleum/Oil Refineries	X	X	X	X
Research and Development	P	P	C	P
Warehouse/Freight Movement	X	L ¹²	P	X
Wholesale Sales	P	L ¹²	X	X
Waste-Related	X	X	P ²² /X	X
Major Utility Facilities	X	X/P ³²	L ³³	X
OTHER				
Agriculture/Horticulture	X	P	P	X
Airport/Airpark	X	L ¹⁹	P	X
Animal Kennels/Shelters	X	L ¹⁷	L ¹⁷	X
Cemeteries	X	X	C	X
Detention & Post Detention Facilities	X	C/X ¹³	C ¹⁴	X
Dog Day Care	L ¹⁵	L ¹⁵	L ¹⁵	L ¹⁵
Heliports	C	C	C	C
Recreational or Medical Marijuana Facilities	X	X	X	X
Medical Marijuana Collectives	X	X	X	X
Mining	C ¹⁸	C ¹⁸	C ¹⁸	C ¹⁸
Rail Lines/Utility Corridors	P/X ²³	P	P	P/X ²³

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Wireless Communication Facilities	L ¹⁶	L ¹⁶	L ¹⁶	L ¹⁶
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¹ Due to the unique character and combination of uses in the Columbia Business Center area, uses existing prior to March 11, 2004, on parcels zoned IL in the Columbia Business Center may be altered, expanded or replaced regardless of use limitations in Table 20.440.030–1.

² In the OCI zone, multi-family housing allowed above ground floor only as specified by VMC 20.430.060.B.2. In all industrial zones, one caretaker residence permitted per use.

³ Subject to the conditions in chapter 20.860 VMC Home Occupations.

⁴ Child care centers allowed as a Limited (L) use, subject to a Type II procedure. Child care centers are permitted in order to provide service for those employees working in the IL district, subject to provisions in Chapter 20.840 VMC Child Care Centers.

⁵ If within an industrial building, these uses shall consume no more than 10% of the building's total gross square footage. If freestanding, they shall be considered together with the rest of the project and shall consume no more than 10% of the site's total gross square footage.

⁶ These limited uses, separately or in combination, may not exceed 20% of the entire building square footage within a development complex. No retail uses shall exceed 40,000 gross square feet (gsf) per building or business; retail uses greater than 40,000 gsf but less than 60,000 gsf require conditional use review.

⁷ Subject to provisions in Section 20.820 VMC Adult Entertainment.

⁸ Subject to provisions in Section 20.895.070 Motor Vehicle Fuel Sales and Repair.

⁹ Offices not accessory to a permitted use may not exceed 40,000 gsf; offices greater than 40,000 gsf but less than 60,000 gsf require conditional use review.

¹⁰ In the OCI zone, non-accessory surface parking is conditionally permitted on brownfields where subsurface environmental constraints effectively preclude other uses, provided such development complies with applicable local, state and federal environmental standards. In the IL zone, non-accessory surface parking is permitted, and non-accessory structured parking is prohibited. In the ECX zone, non-accessory structural parking only shall be permitted.

¹¹ Subject to NAICS Table 20.440-2.

¹² Permitted as limited use provided all activities, except outdoor storage of materials, are wholly contained within building(s).

¹³ Secure Community Transition Facilities as per 20.150 are prohibited.

¹⁴ In addition to other detention and post-detention facilities, Secure Community Transition Facilities are allowed by conditional use permit, subject to criteria set forth in 20.855.020(B)(6)(a).

¹⁵ Subject to provisions in Chapter 20.850 VMC Dog Day Care.

¹⁶ Subject to requirements in Chapter 20.890 VMC Wireless Telecommunications Facilities.

¹⁷ Subject to provisions in Section 20.895.020 Kennels/Shelters.

¹⁸ Surface mining is only allowed by conditional use on sites of 20 acres or larger which are adjacent to existing mining operations. Reclamation activity for existing mining operations approved by the Washington State Department of Natural Resources is a permitted use in any non-residential zoning district.

¹⁹ Allow airport/airpark related activities such as hangars, air cargo, and warehousing, pilot schools, aircraft sales and repairs, aviation clubs, and museum in the Light Industrial District (IL). New airports/airparks are prohibited.

²⁰ All uses locating the OCI zone shall comply with the special use limitations of 20.440.040(C) VMC and 20.440.050(A) VMC. Development agreements in existence on the effective date of this ordinance shall control the uses and development standards of the affected properties. In order to protect the investments made in reliance upon such agreements, improvements made or site plans approved consistence with these agreements shall not be deemed nonconforming.

²¹ Existing legally established group living ~~and transitional housing~~ uses are permitted. New group living ~~and transitional housing uses are is~~ prohibited.

²² 10-day hazardous waste handling and transfer facilities, excluding facilities handling radioactive or high explosive materials, are allowed, provided such facilities: a) do not repackage waste (except as necessary to address damaged or improper packaging); b) are located at least 200' from any residential zoning district; and c) do not store hazardous wastes (except for "universal wastes," as that term is defined in Code of Federal Regulations, Title 40, Part 273) for more than ten days.

²³ Prohibited within 200' of a residential zone.

²⁴ Subject to provisions of Chapter 20.895.040 VMC Community Recreation and Related Facilities.

²⁵ ~~Subject to provisions of Chapter 20.870 VMC Human Service Facilities.~~ A conditional use permit is required if guests are only allowed to check in at the same time of day.

²⁶ Transportation facilities are permitted except for large or land-intensive facilities such as water taxi and ferry stations.

²⁷ All uses locating in the ECX zone shall comply with VMC 20.690, Section 30 Employment Center Plan District. Development agreements in existence on the effective date of this ordinance shall control the uses

and development standards of the affected properties, unless property owners choose differently as provided under VMC 20.690.030. In order to protect the investments made in reliance upon such agreements, improvements made or site plans approved consistent with these agreements shall not be deemed nonconforming.

²⁸ In the ECX zone, multi-family housing is allowed above ground floor only; and one caretaker residence permitted per use.

²⁹ Vehicle fuel sales is limited to one operation within the Section 30 Plan District.

³⁰ ~~Non accessory structural parking only is permitted.~~ Subject to the provisions of Section 20.895.050 VMC.

³¹ See Section 20.430.040.E. Park & Ride Facilities Development Standards.

³² Major Utility Facilities are prohibited with the exception that sewer treatment plants and lagoons are allowed outright.

³³ Biomass and coal energy generating plants are prohibited on Heavy Industrial zoned properties within the Vancouver City Center Subarea and Hough Neighborhood Association boundaries located west of Lincoln Street and east of the Burlington Northern Santa Fe Railroad tracks.

³⁴ Existing bulk crude oil storage facilities including vested projects as of July 18, 2016 are prohibited to expand the amount of crude oil storage.

³⁵ Subject to the provisions of Section 20.895.040 VMC.

³⁶ Subject to the provisions of Section 20.895.080 VMC.

Table 20.440.030–2

North American Industrial Classification System (NAICS) for Industrial Zoning Uses

The following list of uses is based on the North American Industrial Classification System (NAICS). NAICS is organized in a hierarchical structure much like the existing SIC (Standard Industrial Classification). NAICS industries are identified by a 6-digit code, in contrast to the 4-digit SIC code. The longer code accommodates the larger number of sectors and allows more flexibility in designating subsectors. The use of NAICS codes for permitted uses refers only to the

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use of a particular site, rather than the type of industry involved. For example, office uses for manufacturing firms are treated as offices and are not permitted in the industrial zones.

— The first two digits designate a major economic sector (formerly division) such as agriculture or manufacturing.

— The third digit designates an economic subsector (formerly major group) such as crop production or apparel manufacturing.

— The fourth digit designates an industry group, such as grain and oil seed farming or fiber, yarn and thread mills.

— The fifth digit designates the NAICS industry such as wheat farming or broad woven fabric mills. Retail uses are marked with a “1” in the table below. Please see the footnotes at the end of the table for an explanation of permitted development.

* Industrial uses may be further regulated by the Water Resource Protection Ordinance (Title 14).

* For Artisan and Specialty Goods Manufacturing Uses refer to Section 20.160.020C-10.

Manufacturing Uses			IL²	IH
311	Food Manufacturing			
	3111	Animal food manufacturing	P	P
	3112	Grain and oilseed milling	X	P
	3113	Sugar and confectionery product manufacturing	P	P
	3114	Fruit and vegetable preserving and specialty food manufacturing	P	P
	3115	Dairy product manufacturing	P	P
	3116	Animal slaughtering and processing	X	P
	31161	Animal slaughtering and processing	X	P
	3117	Seafood product preparation and processing	P	P

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	3118	Bakeries and tortilla manufacturing	P	P
	3119	Other food manufacturing	P	P
312	Beverage and Tobacco Product Manufacturing			
	3121	Beverage manufacturing	P	P
	31211	Soft drink and ice manufacturing	P	P
	312111	Soft drink manufacturing	P	P
	312112	Bottled water manufacturing	P	P
	312113	Ice manufacturing	P	P
	31212	Breweries	C	P
	31213	Wineries	P	P
	31214	Distilleries	C	P
	3122	Tobacco manufacturing	P	P
313	Textile Mills			
	3131	Fiber, yarn, and thread mills	P	P
	3132	Fabric mills	P	P
	3133	Textile and fabric finishing and fabric coating mills	P	P
314	Textile Product Mills			
	3141	Textile furnishings mills	P	P
	3149	Other textile product mills	P	P
315	Apparel Manufacturing			
	3151	Apparel knitting mills	P	P
	3152	Cut and sew apparel	P	P
	3159	Apparel accessories and other apparel manufacturing	P	P
316	Leather and Allied Product Manufacturing			
	3161	Leather and hide tanning and finishing	X	P
	3162	Footwear manufacturing	P	P
	31621	Footwear manufacturing	P	P
	3169	Other leather and allied product manufacturing	P	P
321	Wood Product Manufacturing			
	3211	Sawmills and wood preservation	X	P
	3212	Veneer, plywood, and engineered wood product manufacturing	X	P
	3219	Other wood product manufacturing	P	P
322	Paper Manufacturing			
	3221	Pulp, paper, and paperboard mills	X	P
	3222	Converted paper product manufacturing	P	P
323	Printing and Related Support Activities			
	3231	Printing and related support activities	P	P
324	Petroleum and Coal Products Manufacturing			
	3241	Petroleum and coal products manufacturing	X	P
	324110	Petroleum and Oil Refineries	X	X

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325	Chemical Manufacturing			
	3251	Basic chemical manufacturing	X	P
	3252	Resin, synthetic rubber, and artificial and synthetic fibers and filaments manufacturing	X	P
	3253	Pesticide, fertilizer, and other agricultural chemical manufacturing	X	P
	3254	Pharmaceutical and medicine manufacturing	P	P
	3255	Paint, coating, and adhesive manufacturing	X	C
	3256	Soap, cleaning compound, and toilet preparation manufacturing	P	P
	3259	Other chemical product and preparation manufacturing	X	P
	32591	Printing ink manufacturing	X	P
	32592	Explosives manufacturing	X	P
	32599	All other chemical product and preparation manufacturing	X	P
	325991	Custom compounding of purchased resins	P	P
	325992	Photographic film, paper, plate, and chemical manufacturing	X	P
	325998	All other miscellaneous chemical product and preparation manufacturing	X	P
326	Plastics and Rubber Products Manufacturing			
	3261	Plastics product manufacturing	X	P
	32611	Unsupported plastics film, sheet, and bag manufacturing	X	P
	32612	Plastics pipe, pipe fitting, and unsupported profile shape manufacturing	X	P
	32613	Laminated plastics plate, sheet, and shape manufacturing	X	P
	32614	Polystyrene foam product manufacturing	X	P
	32615	Urethane and other foam product (except polystyrene) manufacturing	X	P
	32616	Plastics bottle manufacturing	X	P
	32619	Other plastics product manufacturing	X	P
	3262	Rubber product manufacturing	X	P
	32621	Tire manufacturing	X	P
	326211	Tire manufacturing (except retreading)	X	P
	326212	Tire retreading	X	P
	32622	Rubber and plastics hoses and belting manufacturing	P	P
	32629	Other rubber product manufacturing	P	P
	326291	Rubber product manufacturing for mechanical use	C	P
	326299	All other rubber product manufacturing	P	P
327	Nonmetallic Mineral Product Manufacturing			
	3271	Clay product and refractory manufacturing	P	P
	3272	Glass and glass product manufacturing	P	P
	3273	Cement and concrete product manufacturing	X	P

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	3274	Lime and gypsum product manufacturing	X	P
	3279	Other nonmetallic mineral product manufacturing	X	P
331	Primary Metal Manufacturing			
	3311	Iron and steel mills and ferroalloy manufacturing	X	P
	3312	Steel product manufacturing from purchased steel	X	P
	3313	Alumina and aluminum production and processing	X	P
	3314	Nonferrous metal (except aluminum) production and processing	X	P
	3315	Foundries	X	P
332	Fabricated Metal Product Manufacturing			
	3321	Forging and stamping	P	P
	3322	Cutlery and hand tool manufacturing	P	P
	3324	Architectural and structural metals manufacturing	P	P
	3325	Boiler, tank, and shipping container manufacturing	P	P
	3326	Hardware manufacturing	P	P
	3327	Spring and wire product manufacturing	P	P
	3328	Machine shops; turned product; and screw, nut, and bolt manufacturing	P	P
	33281	Coating, engraving, heat treating, and allied activities	P /X ¹	P /X ¹
	3329	Coating, engraving, heat treating, and allied activities	P	P
	33291	All other fabricated metal product manufacturing	P	P
	33299	Metal valve manufacturing	P	P
	32991	All other fabricated metal product manufacturing	P	P
	32992	Ball and roller bearing manufacturing	X	P
	32993	Small arms ammunition manufacturing	X	P
	32994	Ammunition (except small arms) manufacturing	X	P
	32995	Other ordnance and accessories manufacturing	X	P
	32996	Fabricated pipe and pipe fitting manufacturing	P	P
	32997	Industrial pattern manufacturing	P	P
	32998	Enameled iron and metal sanitary ware manufacturing	P	P
	32999	All other miscellaneous fabricated metal product manufacturing	P	P
333	Machinery Manufacturing			
	3331	Agriculture, construction, and mining machinery manufacturing	P	P
	3332	Industrial machinery manufacturing	P	P
	3333	Commercial and service industry machinery manufacturing	P	P
	3334	Ventilation, heating, air-conditioning, and commercial refrigeration equipment manufacturing	P	P
	3335	Metalworking machinery manufacturing	P	P
	3336	Engine, turbine, and power transmission equipment manufacturing	P	P
	3339	Other general purpose machinery manufacturing	P	P

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334	Computer and Electronic Product Manufacturing			
	3341	Computer and peripheral equipment manufacturing	P	P
	3342	Communications equipment manufacturing	P	P
	3343	Audio and video equipment manufacturing	P	P
	3344	Semiconductor and other electronic component manufacturing	P	P
	3345	Navigational, measuring, electromedical, and control instruments manufacturing	P	P
	3346	Manufacturing and reproducing magnetic and optical media	P	P
335	Electrical Equipment, Appliance, and Component Manufacturing			
	3351	Electric lighting equipment manufacturing	P	P
	3352	Household appliance manufacturing	P	P
	3353	Electrical equipment manufacturing	P	P
	3359	Other electrical equipment and component manufacturing	P	P
336	Transportation Equipment Manufacturing			
	3361	Motor vehicle manufacturing	X	P
	3362	Motor vehicle body and trailer manufacturing	X	P
	3363	Motor vehicle parts manufacturing	P	P
	3364	Aerospace product and parts manufacturing	X	P
	3365	Railroad rolling stock manufacturing	X	P
	3366	Ship and boat building	X	P
	33661	Ship and boat building	X	P
	336611	Ship building and repair	P	P
	336612	Boat building	X	P
	3369	Other transportation equipment manufacturing	X	P
	33699	Other transportation equipment manufacturing		
	336991	Motorcycle, bicycle, and parts manufacturing	P	P
	336992	Military armored vehicle, tank, and tank component manufacturing	X	P
	336999	All other transportation equipment manufacturing	X	P
337	Furniture and Related Product Manufacturing			
	3371	Household and institutional furniture and kitchen cabinet manufacturing	P	P
	3372	Office furniture (including fixtures) manufacturing	P	P
	3379	Other furniture related product manufacturing	P	P
339	Miscellaneous Manufacturing			
	3391	Medical equipment and supplies manufacturing	P	P
	3399	Other miscellaneous manufacturing	P	P
42	Wholesale Trade		P	P
444	Building Material and Garden Equipment and Supplies Dealers			
	44411	Home Centers	P	X

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	44419	Other building materials dealers (with sales of bulk construction materials to contractors)	P	X
	5324	Commercial and Industrial machinery and equipment rental and leasing (except 53242 – Office machinery and equipment)	P	P
611	Educational Services			
	6111	Elementary and secondary schools (and IH)	C	X
	6112	Junior colleges (and IH)	C	X
	6113	Colleges, universities, and professional schools (and IH)	C	X
	6114	Business schools and computer and management training	C	X
811	Repair and Maintenance			
	8112	Electronic and precision equipment repair and maintenance	P	P
	8114	Personal and household goods repair and maintenance	P	P
812	Personal and Laundry Services			
	81232	Dry cleaning and laundry services (except coin-operated)	P	P
	Miscellaneous			
		Offsite hazardous waste treatment and storage facilities (subject to state siting criteria)	P	X
		Branch banks	P	P

¹ Electroplating and related uses not permitted.

² Due to the unique character and combination of uses in the Columbia Business Center area, uses existing prior to March 11, 2004, on parcels zoned IL in the Columbia Business Center may be altered, expanded or replaced regardless of use limitations in Table 20.440.030-2.

Section 10. Vancouver Municipal Code Section 20.450.030 entitled “Uses” as last amended by Ordinance M-4701 is hereby amended as follows:

Section 20.450.030 Uses.

A. Types of uses. For the purposes of this chapter, there are four kinds of use:

1. A permitted (P) use is one that is permitted outright, subject to all of the applicable provisions of

this Title. Although permitted by right, most of these uses are still subject to the Site Plan Review, as governed by Chapter 20.270 VMC.

2. A limited (L) use is permitted outright providing it is in compliance with special requirements, exceptions or restrictions. Most uses also are subject to Site Plan Review, as governed by Chapter 20.270 VMC. If not subject to Site Plan Review, such a use may be subject to a Type I review, per the requirements in Section 20.210.040 VMC.

3. A conditional use (C) is a discretionary use reviewed by the Hearings Examiner. The approval criteria and approval process are set forth in Chapters 20.245 VMC and 20.210 VMC, governing Conditional Uses and Decision-Making Procedures, respectively.

4. A prohibited use (X) is one that is not permitted in a zoning district under any circumstances.

B. Use tables. Lists of permitted, limited, conditional, and prohibited uses in Open Space Districts are presented in Tables 20.450.030-1 and 20.450.030-2. Specialized open space uses and activities are set forth in Table 20.450.030-1. Uses described in the Use Classification section (20.160 VMC), are set forth in Table 20.450-2. Special limitations on uses are set forth in section 20.450.050.

Table 20.450.030-2 Permitted, Limited, Conditional and Prohibited Uses in Open Space District					
		Greenway			
USE	Natural Area	Vancouver Lake	Lettuce Fields²	General	Park¹
RESIDENTIAL					
Household Living	X	X/L ³	X/L ³	X/L ³	X/L ³

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Group Living	X	X	X	X	X
Transitional Housing	X	X	X	X	X
Home Occupation	X	X	X	X	X
HOUSING TYPES					
Single Dwelling, Attached	X	X	X	X	X
Single Dwelling, Detached	X	X/L ³	X/L ³	X/L ³	X/L ³
Accessory Dwelling Units	X	X	X	X	X
Duplexes	X	X	X	X	X
Multi-Dwelling Units	X	X	X	X	X
Existing Manufactured Home Development	X	X	X	X	X
Designated Manufactured Home	X	X	X	X	X
New Manufactured Home	X	X	X	X	X
CIVIC (Institutional)					
Colleges	X	X	X	X	X
<u>Community Centers</u>	<u>X</u>	<u>X</u>	<u>X</u>	<u>X</u>	<u>X</u>
Community Recreation	X	X	X	X	P
Cultural Institutions	X	X	X	X	P
Day Care					
- Family Day Care	X	X	X	X	P
- Child Care Center	X	X	X	X	X
- Adult Day Care	X	X	X	X	P
Emergency Services	X	X	X	X	X
Human Service Facilities	X	X	X	X	P
Medical Centers	X	X	X	X	X
Postal Service	X	X	X	X	X
Religious Institutions	X	X	X	X	X
Schools	X	X	X	X	P
Social/Fraternal Clubs	X	X	X	X	X
COMMERCIAL					
Commercial and Transient Lodging	X	X	X	X	X
Eating/Drinking Establishments	X	X	X	X	X
Entertainment-Oriented					
- Adult Entertainment	X	X	X	X	X
- Indoor Entertainment	X	X	X	X	X
- Major Event Entertainment	X	X	X	X	X

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General Retail					
- Sales-Oriented	X	X	X	X	X
- Personal Services	X	X	X	X	X
- Repair-Oriented	X	X	X	X	X
- Bulk Sales	X	X	X	X	X
- Outdoor Sales	X	X	X	X	X
Motor Vehicle Related					
- Motor Vehicle Sales/Rental	X	X	X	X	X
- Motor Vehicle Servicing/Repair	X	X	X	X	X
- Vehicle Fuel Sales	X	X	X	X	X
- Electric Vehicle Re-charging Station	X	X	X	X	X
Office					
- General	X	X	X	X	X
- Medical	X	X	X	X	X
- Extended	X	X	X	X	X
Non-Accessory Parking	X	X	X	X	X
Self-Service Storage	X	X	X	X	X
Marina	X	X	X	X	X
INDUSTRIAL		X	X	X	X
Industrial Services	X	X	X	X	X
Manufacturing and Production	X	X	X	X	X
- Light Industrial	X	X	X	X	X
- General Industrial	X	X	X	X	X
- Heavy Industrial	X	X	X	X	X
Railroad Yards	X	X	X	X	X
Research and Development	X	X	X	X	X
Warehouse/Freight Movement	X	X	X	X	X
Wholesale Sales	X	X	X	X	X
Waste-Related	X	X	X	X	X
Major Utility Facilities	X	X	X	X	X
OTHER					
Agriculture/Horticulture	X	X	X	X	X
Airport/Airpark	X	X	X	X	X
Animal Kennels/Shelters	X	X	X	X	
Cemeteries	X	X	X	X	X

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Detention & Post Detention Facilities	X	X	X	X	X
Dog Day Care	X	X	X	X	X
Heliports	X	X	X	X	X
Mining	X	X	X	X	X
Public Facilities and Utilities					
- Essential Utilities	X	P	L ⁶	L ⁷	L ⁷
- Major Utilities	X	X	X/C ⁶	C	C
- Essential Public Facilities	X	X	C ⁶	C	C
- Other Major Utilities	X	X	X	C	C
- Minor Utilities	X	C	L ⁶	C ⁷	C ⁷
- Public Utility Corridors	X	C	C ⁶	C	C
- Transportation Facilities	X	C	C ^{8/X}	C	
Rail Lines	X	X	X	C	C
Recreational or Medical Marijuana Facilities	X	X	X	X	X
Temporary Uses	X	X	X	X	X
Wireless Communication Facilities	X	C/L ⁹	X	C ¹⁰	C

¹ Parks shall be developed in accordance with the standards set forth in Section 20.450.040 VMC.

² All uses in the Lettuce Fields Greenway District are subject to the special provisions for uses in 20.450.050(A).

³ Caretaker residence or existing dwellings are permitted. In the Lettuce Fields Greenway District, only existing dwellings are permitted. New dwellings, including guest houses, accessory dwelling units, bed and breakfast establishments, etc. are prohibited. In the Vancouver Lake Greenway District, single-family dwellings require a minimum of 160 acres each.

⁴ Family day care homes for no more than 12 children are permitted when licensed by the state. Family day care homes and child care centers (13 or more children) must meet the standards outlined in Chapter 20.840 VMC.

⁵ Subject to the provisions of VMC 20.895.030 Cemeteries.

⁶ Subject to the development standards of 20.450.040(B)(5).

⁷ Plans for the construction or extension of essential utility services are to be reviewed and approved by development review staff. Utilities shall be installed underground or screened as to not be visible within the Greenway or Park. No septic fields are allowed.

⁸ Only transit stops and shelters and bicycle parking integrated with automobile parking at trailheads are permitted by conditional use. Other transportation facilities are prohibited.

⁹ Permitted subject to the requirements of Section 20.890 VMC.

¹⁰ Permitted only as co-location and through the conditional use process.

Section 11. Vancouver Municipal Code Chapter 20.870 entitled “Human Services Facilities” as last amended by Ordinance M-3643 is hereby repealed in its entirety:

Chapter 20.870

HUMAN SERVICES FACILITIES

Sections:

~~20.870.010 Purpose.~~

~~20.870.020 Types.~~

~~20.870.030 Approval Process.~~

~~20.870.040 Approval Criteria~~

~~20.870.050 Development Standards.~~

~~20.870.060 Existing Facilities.~~

~~Section 20.870.010 Purpose.~~

~~Community benefits. Facilitating the provision of basic shelter, food, job training and other health and social services to those City residents in need is an important function of the community. At the same time, it is important that these be regulated in a way that minimizes any adverse off site impacts, particularly in established neighborhoods where such facilities tend to be located. There is~~

~~a particular concern that no area bear a disproportionate burden in the provision of these services. The purpose of this Chapter is to identify the procedures and criteria by which such Human Service Facilities will be reviewed.~~

~~(M 3643, Added, 01/26/2004)~~

~~**Section 20.870.020 Types.** A. Class 1 facility. A Class 1 facility is a facility defined as Transitional Housing pursuant to the definition in Section 20.160.020(A)(3) VMC.~~

~~B. Class 2 facility. A Class 2 facility is (1) a human services facility other than a Class 1 facility as defined in Subsection A above, which (2) serves an average of 75 or more clients per day based on the number of days per week that the facility serves its clients.~~

~~C. Class 3 facility. Class 3 facility is (1) a human service facility other than a Class 1 or 2 facility as defined in Subsections A and B above; which (2) serves an average of 20-74 clients per day based on the number of days per week that the facility serves its clients.~~

~~D. Exemption. If the application for location, relocation or expansion of a human service facility states that said facility is to serve an average of 19 or fewer clients per day, based on the number of days per weeks that the facility serves its clients, said facility shall be exempt from the requirements of this Chapter.~~

~~(M 4034, Amended, 12/03/2012, Sec 26 Effective 01/03/2013; M 3643, Added, 01/26/2004)~~

Section 20.870.030 Approval Process.

~~A. Any new or expanded Human Service Facility shall be reviewed as a Type III, pursuant to VMC 20.210.060, with demonstration of compliance with approval criteria contained in VMC 20.870.040.~~

~~B. Co-location of services. The City shall encourage clustering of services, including multi-service centers, in areas or situations where such clustering will measurably improve the effective and efficient delivery of services to clients and minimize or reduce adverse impacts to the adjacent neighborhood. In recognition of this, an applicant may request a waiver or reduction of the spacing standards contained in VMC 20.870.050 to a service in an existing Human Service facility by means of a Type II, pursuant to Section 20.210.050 VMC, if the applicant demonstrates that co-location of facilities will:~~

- ~~1. Provide a range of services to the same or similar client population;~~
- ~~2. Reduce cumulative impacts of the services that would occur if they were separately located;~~
- ~~3. Improve coordination of services by addressing gaps in services or by reducing duplication of services; and~~
- ~~4. Improve the ability of the client population to access needed services in a more efficient and coordinated way.~~

~~C. Modification of spacing requirements~~

- ~~1. An applicant for a Human Service Facility may request a modification of the spacing requirements contained in Section 20.870.050 VMC by up to 20% as part of the approval pursuant to Subsection A above by demonstrating that there is a lack of feasible alternative sites outside of the dispersal area.~~
- ~~2. An applicant for a Human Service Facility may request a modification of the spacing requirements contained in Section 20.870.050 VMC by more than 20% as part of the initial approval pursuant to Subsection (A) above that all the following conditions and facts exist:~~

~~a. The facts presented constitute an exceptional situation that provides for relief under this provision;~~

~~b. The applicant has demonstrated there is a lack of feasible alternative sites outside of the dispersal area;~~

~~c. Approval of the application will not be substantially detrimental to the public health, safety and welfare or to the property and improvements in the neighborhood.~~

~~(ACM M 3363, Amended, 12/20/2013, Change reference of 20.210.040 to 20.210.020 Type II applicaitons; M 4034, Amended, 12/03/2012, Sec 27 Effective 01/03/2013; M 3663, Amended, 08/02/2004, Sec 21; M 3643, Added, 01/26/2004)~~

~~**Section 20.870.040 Approval Criteria**~~

~~A. Compatibility. The establishment, maintenance or operation of the facility will not, under the circumstances of the particular case, be significantly detrimental to the health, safety or general welfare of persons residing or working in the neighborhood of such proposed use or be significantly detrimental or injurious to the property or improvements in the neighborhood or to the general welfare of the City.~~

~~B. Compliance with applicable regulations. Demonstration that the applicant has complied with all standards and regulation contained in this Chapter.~~

~~(M 3643, Added, 01/26/2004)~~

~~**Section 20.870.050 Development Standards.** A. Class 1 facility. All such facilities shall be required to comply with each of the following standards:~~

~~1. A Transitional Housing provider shall not be sited less than one mile from another such facility~~

~~or less than 1,320 feet from any Class 2, 3 or other human service facility as defined herein, or from any Residential Care Center defined at VMC 20.150.040. The distances required by this provision shall be measured by following a straight line, without regard to intervening buildings, from the nearest property line of the proposed facility to the nearest property line of the closest existing facility.~~

~~2. All functions associated with such a facility must take place within the building proposed to house the facility, provided, that this regulation shall not apply to facilities that provide services to persons at different locations.~~

~~3. Restrooms must be provided to serve the expected number of clients at peak periods and these must be kept in working order.~~

~~4. Outdoor waiting for clients may be restricted and if allowed shall not be in the public right-of-way and must be physically separated from the public right-of-way. Any such outdoor waiting facility must be large enough to accommodate the expected numbers of clients.~~

~~5. A maintenance plan for the exterior of the building and site must be submitted with the application and must be followed. The plan must provide for the building and site to be maintained at a level that will not detract from the character of the surrounding area.~~

~~6. A litter control plan must be submitted with the application and must be followed. The plan must provide for effective litter removal at or near the site of the facility.~~

~~7. Sufficient off-street parking must be provided for staff and clients.~~

~~B. Class 2 facility. All such facilities shall be required to comply with each of the following standards:~~

Option A
(PC Recommended Version)

~~1. Class 2 facilities shall be sited not less than 1,320' from any other Class 1, 2, or 3 facility as defined herein. The distances required by this provision shall be measured by following a straight line, without regard to intervening buildings, from the nearest property line of the proposed facility to the nearest property line of the closest existing facility.~~

~~2. Functions associated with such a facility must take place within the building proposed to house the facility, provided that this regulation shall not apply to facilities that provide services to persons at different locations.~~

~~3. Restrooms must be provided to serve the expected number of clients at peak periods and these must be kept in working order.~~

~~4. Outdoor waiting for clients may be restricted and if allowed shall not be in the public right-of-way and must be physically separated from the public right-of-way. Any such outdoor waiting facility must be large enough to accommodate the expected numbers of clients.~~

~~5. A maintenance plan for the exterior of the building and site must be submitted with the application and must be followed. The plan must provide for the building and site to be maintained at a level that will not detract from the character of the surrounding area.~~

~~6. A litter control plan must be submitted with the application and must be followed. The plan must provide for effective litter removal at or near the site of the facility.~~

~~7. Sufficient off-street parking must be provided for staff and clients.~~

~~C. Class 3 facility. All such facilities shall be required to comply with each of the following standards:~~

~~1. Class 3 facility may be located, relocated or expanded if there are no more than four existing~~

~~Class 3 facilities within 2,000' of the center of the proposed Class 3 site.~~

~~2. All functions associated with such a facility must take place within the building proposed to house the facility, provided, that this regulation shall not apply to facilities that provide services to persons at different locations.~~

~~3. Restrooms must be provided to serve the expected number of clients at peak periods and these must be kept in working order.~~

~~4. Outdoor waiting for clients may be restricted and if allowed shall not be in the public right-of-way and must be physically separated from the public right-of-way. Any such outdoor waiting facility must be large enough to accommodate the expected numbers of clients.~~

~~5. A maintenance plan for the exterior of the building and site must be submitted with the application and must be followed. The plan must provide for the building and site to be maintained at a level that will not detract from the character of the surrounding area.~~

~~6. A litter control plan must be submitted with the application and must be followed. The plan must provide for effective litter removal at or near the site of the facility.~~

~~7. Sufficient off-street parking must be provided for staff and clients.~~

~~(M 3643, Added, 01/26/2004)~~

~~**Section 20.870.060 Existing Facilities.**~~

~~A. Registration. Facilities existing as of November 1, 1991, shall be required to register with the Planning Official and shall provide information regarding size, function and number of clients served.~~

~~B. Compliance with regulations. Such facilities shall be required to comply with all standards and regulations as set forth in this Chapter except spacing requirements within 90 calendar days of the date of receipt of the City's written notice requesting compliance. Spacing and location requirements as set forth herein shall be met by any facility whose client numbers or operations change so that such facility becomes either a Class 1, 2 or 3 facility.~~

~~C. Abandonment. Any existing facility that is abandoned for a continuous period of one year or more must meet the spacing and location requirements as set forth in this Chapter to be re-established at the same location.~~

~~(M 3643, Added, 01/26/2004)~~

Section 12. Vancouver Municipal Code Chapter 20.895 entitled “Miscellaneous Special Use Standards” as last amended by Ordinance M-3959 is hereby amended as follows:

Chapter 20.895

MISCELLANEOUS SPECIAL USE STANDARDS

Sections:

20.895.010 Purpose.

20.895.020 Animal Kennels/Shelters.

20.895.030 Cemeteries.

20.895.040 Community Recreation and Related Facilities.

20.895.050 Domestic Animals and Livestock.

20.895.060 Indoor Target Shooting Ranges.

20.895.070 Motor Vehicle Fuel Sales and Repair.

20.895.080 Private Use Landing Strips for Aircraft and Heliports.

20.895.090 Temporary Storage Units

Section 20.895.010 Purpose.

Purpose. In addition to other standards and requirements imposed by this Title, all uses included in this Chapter shall comply with the provisions stated below. Should a conflict arise between the requirements of this Chapter and other requirements of this Title, the more restrictive provision shall control. (M-3643, Added, 01/26/2004)

Section 20.895.020 Animal Kennels/Shelters.

A. Defined. The development standards in Subsection B and C below apply to any facility that falls within the use category for Animal Kennels/Shelters, pursuant to VMC 20.160.020(E)(3) as reviewed during site plan review, as governed by VMC 20.270.

B. Site requirements. Where allowed, kennels and shelters shall be located not less than 50' from any property line. Kennels providing adequate sound-proofing pursuant to the off-site noise provisions of Chapter 20.935 VMC may have said setback wholly or partially waived to no less than the extent of any main or accessory building setbacks as may also be applicable. Such facilities shall provide automobile and truck ingress and egress; and shall also provide parking and loading spaces so designed as to minimize traffic hazards and congestion. Applicants shall demonstrate compliance with all of the requirements of Chapter 20.935 VMC Off-site Impacts. (M-3643, Added, 01/26/2004)

Section 20.895.030 Cemeteries.

A. Defined. The development standards in Subsection B and C below apply to any facility that falls

within the use category for Cemeteries, pursuant to Section 20.160.020(E)(4) VMC as reviewed during site plan review, governed by Chapter 20.270 VMC.

B. Access. A cemetery or related facility shall have its principal access on City arterial or road with ingress and egress designed so as to minimize traffic congestion as determined by the City Engineer.

C. Landscaping. A cemetery shall establish and maintain a 15' landscape buffer along its entire perimeter except driveways, as governed by Chapter 20.925 VMC Landscaping.

(M-3643, Added, 01/26/2004)

Section 20.895.040 Commercial and Transient Lodging.

A. Defined. The development standards in Subsection B below only apply to any facility that falls within the use classification for Commercial and Transient Lodging if lodging guests check in at the same time of day, as determined during site plan review, governed by Chapter 20.270 VMC.

B. General Requirements.

1. Either an a) indoor or b) screened/covered outdoor area with adequate seating shall be provided and opened to customers no less than one hour prior to mealtime; and
2. A litter control plan that provides for effective litter removal within 200 feet of the facility shall be submitted with the application and adhered to at all times during operating hours; and

3. An indoor area where personal belongings may be temporarily and securely stored shall be provided. No outdoor storage of belongings is permitted; and
4. Restrooms shall be provided to serve the expected number of clients at peak periods and shall be kept in working order.

Section 20.895.050 Community Centers.

A. Defined. The development standards in Subsection B below apply to any facility that falls within the use classification for community centers, pursuant to Section 20.160.020 VMC.

B. General Requirements.

1. Either an a) indoor or b) screened/covered outdoor area with adequate seating shall be provided and opened to customers no less than one hour prior to mealtime; and
2. A litter control plan that provides for effective litter removal within 200 feet of the facility shall be submitted with the application and adhered to at all times during operating hours; and
3. An indoor area where personal belongings may be temporarily and securely stored shall be provided. No outdoor storage of belongings is permitted; and
4. Restrooms shall be provided to serve the expected number of clients at peak periods and shall be kept in working order.

Section 20.895.0460 Community Recreation and Related Facilities.

A. Defined. The development standards in Subsection (B) below shall apply to any facility that

falls within the use category for Community Recreation, pursuant to Section 20.160.020(B)(3) VMC; and Social /Fraternal Clubs/Lodges, pursuant to Section 20.160.020(B)(13) VMC.

B. General requirements

1. All buildings shall be set back a minimum of 30' from a side or rear lot line that abuts residentially-zoned property.
2. There shall be no external evidence of any incidental commercial activities taking place within the building. (M-3643, Added, 01/26/2004)

Section 20.895.0570 Domestic Animals and Livestock.

A. Defined. Domestic animals and livestock as defined per 20.150.040 are allowed for hobby and personal use purposes within all zoning districts subject to the standards in Subsections B – F below, in addition to any applicable requirements of VMC Section 8.20 (Nuisances) and 8.24 (Animals).

B. General Requirements.

1. Domestic Animals. The keeping of domestic animals shall comply with all requirements of this section and all requirements of VMC 8.20 and 8.24, as noted above.
2. Large Livestock. The keeping of livestock that will weigh more than 500 pounds at maturity requires a minimum lot size of one acre for the first animal. For each additional animal, an

additional contiguous 10,000 square feet must be available. The minimum one acre lot may include a normally permitted residence, provided that at least ½ acre is still available for livestock use.

3. Small Livestock. The keeping of livestock that will weigh 100-500 pounds at maturity will require a minimum lot size of ½ acre for the first animal. For each additional such animal, an additional contiguous 5,000 square feet must be available. The minimum half acre lot may include a normally permitted residence, provided that at least ¼ acre is available for livestock use.

4. Miniature Livestock. Miniature livestock, such as certain breeds of mini-goats and mini-horses, that will weigh under 100 pounds at maturity are considered domestic animals. The combined total of all miniature animals and dogs on a single premises shall not be more than three, unless the lot size requirements for small livestock specified above are met.

5. Poultry and Rabbits. The keeping of chickens, ducks, geese, domesticated hare or rabbit, and similar animals is permitted with no required minimum lot size. No turkeys, peacocks, or roosters are permitted.

6. Livestock facilities. Barns, sheds, and shelters used to house livestock shall be located in the rear yard and meet the same side and rear yard setbacks as the primary residence. Doorways and other openings shall be oriented away from neighboring properties. Livestock shall be confined or tethered in such a manner that intrusion on to neighboring property or damage to neighboring landscaping and fences is avoided. Such facilities shall be included in lot coverage percentage calculations.

C. Exceptions to Swine Prohibition. Notwithstanding the above prohibition of swine, the keeping

of that type of swine commonly referred to as Miniature Vietnamese, Chinese or Oriental pot-bellied pig (*sus scrofa vittatus*) is allowed, subject to the following conditions:

1. The maximum height of the swine may be no more than eighteen 18” at the shoulder and weight shall be no more than 95 pounds;
2. The swine must have been spayed or neutered prior to entry into the City;
3. Registration, vaccination and other requirements as set forth in Section 8.24.022 VMC must be met; and
4. No more than two such pigs shall be kept at any one address for any period in excess of three calendar days.

D. Lot size exceptions. The minimum lot size does not apply to miniature livestock, as addressed above in VMC 20.895.050.B.4 or Miniature Vietnamese, Chinese or Oriental pot-bellied pig (*sus scrofa vittatus*), as defined above in VMC 20.895.050C.

E. Off-site impacts. The keeping of domestic animals or livestock shall comply with all of the applicable requirements of Chapter 20.935 VMC, Off-Site Impacts.

F. Other Requirements

1. The raising and keeping of animals is also subject to VMC Section 8.20 (Nuisances) and 8.24 (Animals).

2. The raising and keeping of domestic animals for commercial purposes is prohibited. Commercial purposes does not include incidental sale of livestock off-spring, milk, or eggs subject to Washington State health and agricultural regulations.

3. The keeping of four or more dogs, which are 5 months old or older constitutes a Kennel and must meet requirements of 20.895.020. Excludes veterinary clinics, animal hospitals and dog day care. (M-3959, Amended, 07/19/2010, Sec 43-Effective 8/19/2010; M-3643, Added, 01/26/2004)

Section 20.895.080 Eating and Drinking Establishments

A. Defined. The development standards in Subsection B below only apply to any facility that falls within the use classification for Eating and Drinking Establishments if meals are served to all guests at a specific time, as determined during site plan review, governed by Chapter 20.270 VMC.

B. General Requirements.

1. Either an a) indoor or b) screened/covered outdoor area with adequate seating shall be provided and opened to customers no less than one hour prior to mealtime; and
2. A litter control plan that provides for effective litter removal within 200 feet of the facility shall be submitted with the application and adhered to at all times during operating hours; and
3. An indoor area where personal belongings may be temporarily and securely stored shall be provided. No outdoor storage of belongings is permitted; and
4. Restrooms shall be provided to serve the expected number of clients at peak periods and shall be kept in working order.

Section 20.895.0620 Indoor Target Shooting Ranges.

A. Defined. The development standards in Subsection B – E below shall apply to any Indoor Target Shooting Range.

B. Criteria for building design and construction. Building design and construction shall provide the following:

1. Solid masonry or concrete on all walls in the shooting areas.
2. Trap construction to prevent bullet penetration and ricochet.
3. Sound baffling to assure noise levels not greater than 65 dBA at the property line.
4. Air ventilation and filtration system capable of removing dangerous levels of smoke and particulates.

C. Worker safety. Hearing protection devices shall be required for all persons exposed to noise levels above 75 dBA.

D. Air emission permit. Air emission permit shall be obtained from Southwest Clean Air Agency (SWCAA) prior to occupancy permit.

E. Noise. Baffling to assure noise levels do not exceed 60 dBA in the waiting area and 50 dBA in the office area. (M-3643, Added, 01/26/2004)

Section ~~20.895.070~~100 Motor Vehicle Fuel Sales and Repair.

A. Defined. The development standards in Subsection B – G below apply to any facility that falls within the use category for Motor Vehicle Fuel Sales, pursuant to Section 20.160.020(C)(5)(c) VMC and Motor Vehicle Servicing/Repair, pursuant to Section 20.160.020(C)(5)(b) VMC, as reviewed during site plan review, governed by Chapter 20.270 VMC.

B. Lot area and frontage. Minimum lot area shall be 10,000 square feet, with at least 100' frontage on a public street.

C. Surfacing. The entire area to be used for driveway, service or parking shall be surfaced with light bituminous macadam or better.

D. Repair work. All repair work shall be done within an enclosed building.

E. Buffer of adjacent property. A solid or woven fence or solid evergreen hedge, free of advertising, which is 6' in height, shall be maintained along property lines which abut residential districts.

F. Off-site impacts. The facility shall comply with all of the applicable requirements of Chapter 20.935 VMC Off-Site Impacts governing glare, noise, vibration, dust and heat.

G. Retail. Sale of merchandise shall be conducted within a building except for items used for the maintenance and servicing of automotive vehicles. (M-3643, Added, 01/26/2004)

Section 20.895.080 ~~110~~ Private Use Landing Strips for Aircraft and Heliports.

A. Defined. The development standards in Subsection B – C below apply to any facility that falls within the use category, pursuant to Section 20.160.020(E)(2) VMC, as reviewed during site plan review, governed by Chapter 20.270 VMC.

B. General requirements. All landing strips for aircraft or heliports shall be so designed and the runways and facilities so oriented, that the incidence of aircraft passing directly over dwellings during their landing or take-off patterns is minimized. They shall be located so that traffic shall not constitute a nuisance to neighboring uses. The proponents shall show that adequate controls or measures will be taken to prevent offensive noise, vibrations, dust, or bright lights. New landing strips and heliports shall not be construed to be permitted in any district established by this Title, unless and until a conditional use permit shall first have been secured. (M-3643, Added, 01/26/2004)

Section 20.895.090 ~~120~~ Temporary Storage Units

A. Defined. Temporary storage units are box-like containers used for storing household items that are being moved to another location or being stored during a home remodel projects.

B. Placement Standards:

1. On properties with single-family residences, the unit shall be placed in the driveway or other paved surface, not to extend into public right of way.
2. On properties with multi-family residences, the unit shall be placed in a parking space. Not to extend into an aisle way or public right of way.
3. Alternate location may be approved at the discretion of the City Planning Official, provided that the alternate location does not create an unsafe condition.
4. A City street use permit shall be required for the placement of temporary storage units in a public right-of-way.

C. Duration of placement:

1. Allowed up to 30 days without a permit.
2. Allowed up to 90 days total with a land use permit.

D. Safety. Storage of flammable or hazardous material within temporary storage units is prohibited.

E. Signs. Signs on temporary storage units may only identify the owner or provider of the storage unit and not include advertisement of any other product or service. (M-3922, Added, 07/06/2009, Sec 42)

Section 13. Vancouver Municipal Code Section 20.945.070 entitled “Minimum Off-Street Parking Requirements” as last amended by Ordinance M-4223 is hereby amended as follows:

Section 20.945.070 Minimum Off-Street Parking Requirements.

A. Parking requirements for unlisted uses.

1. The Planning Official may rule that a use not specifically listed in Table 20.945.070–2 below is a use similar to a listed use and that the same parking standards shall apply. If the applicant requests that the Planning Official’s decision be rendered in writing, it shall constitute an interpretation, as governed by Chapter 20.255 VMC; and

2. The Planning Official shall maintain a list of approved unlisted use parking requirements that have the same effect as an amendment to this chapter.

B. Choice of parking requirements. When a building or use is planned or constructed in such a manner that a choice of parking requirements could be made, the use which requires the greater number of parking spaces shall govern.

C. Measurements. The following measurements shall be used in calculating the total minimum number of vehicle parking spaces required in this chapter:

1. Fractions. Fractional space requirements of up to 0.5 shall be rounded down to the next whole number and 0.5 or greater rounded up to the next whole number.

2. Employees. Where employees are specified for the purpose of determining the minimum

vehicle parking spaces required, the employees counted are those who work on the premises during the largest shift at the peak season.

3. Students. When students are specified for the purpose of determining the minimum vehicle parking spaces required, the students counted are those who are on the campus during the peak period of the day during a typical school term.

4. Space. Unless otherwise noted, where gross square feet (gsf) are specified, the area measured shall be gross floor area under the roof measured from the faces of the structure, excluding only space devoted to covered off-street parking or loading.

D. Exclusions to minimum vehicle parking requirements. The following shall not be counted towards the computation of the minimum parking spaces as required in Table 20.945.070-2 below:

1. On-street parking. Parking spaces in the public street or alley shall not be eligible as fulfilling any part of the parking requirement except as provided elsewhere in this title;

2. Fleet parking. Required vehicle parking spaces may not be used for storage of fleet vehicles, except when a use can show that employee and fleet parking spaces are used interchangeably, (e.g., the employee drives the fleet vehicle from home, or the spaces are used for fleet storage only at night and are available for employee use during the day). For the purposes of this title, space exclusively devoted to the storage of fleet vehicles will be considered as outdoor storage.

E. Reductions in minimum required vehicle parking.

1. The Planning Official may reduce the minimum off-street vehicle parking spaces required in

Table 20.945.070-2 by up to 10% in new non-residential developments by means of a Type I procedure, when an applicant for a development permit can demonstrate in a parking study prepared by a traffic consultant or in parking data from comparable sites that:

- a. The requested reduction in parking will not have an adverse impact on uses in the immediate vicinity.
- b. Use of transit, demand management programs, and/or special characteristics of the customer, client, employee or resident population will reduce expected vehicle use and parking space demand for this development, as compared with Institute of Transportation Engineers (ITE) vehicle trip generation rates and minimum city parking requirements.
- c. The city shall not be responsible for providing parking for a development should a reduction in required parking under this section result in a deficit in parking that is not desirable to the owner of the property or use.

2. The Planning Official may reduce the minimum off-street vehicle parking spaces required in Table 20.945.070–2 up to 20% if the required conditions detailed in Section 20.945.070(E)(1) and (2) are met. Reductions in parking minimums shall be cumulative and inclusive of reductions allowed under any provision of Vancouver Municipal Code Title 20.

- a. For every five bicycle parking spaces provided which meet bicycle parking design standards or for each bicycle locker (two-bicycle capacity), the minimum motor vehicle parking requirement may be reduced by one space up to 7 % of total required vehicle parking spaces. Mixed-use developments using this provision shall provide bicycle parking indoors.

b. Sites where at least 20 parking spaces are required and where at least one street lot line abuts a designated arterial roadway, transit supportive plazas may be substituted for up to 5% of required vehicle parking.

1. The plaza must be adjacent to the arterial street. If there is a bus stop along the site's frontage, the plaza must be adjacent to the bus stop.

2. The plaza must be at least 300 sq. ft. in area and be shaped so that a 10 foot by 10 foot square will fit entirely within the plaza.

3. The plaza must be open to the public, contain a bench or other sitting area, contain a shelter or other weather protection covering at least 20 sq. ft., and shall have at least 10% and no more than 25% landscaping.

c. Building Orientation/Site Design Incentive. Developments which incorporate all of the following building orientation/site design characteristics into the site plan shall be eligible for a 5% reduction in required on-site parking.

1. Build to the Sidewalk. Buildings located as close as possible to the public street and sidewalk, preferably at the minimum required setback. Primary entrance shall be oriented toward the street.

2. Provide public spaces. Commercial development should provide spaces for civic interaction. To make these more accessible and accommodating to the public, pedestrian plazas, street furniture and landscaped open spaces should be incorporated as site amenities.

3. Build to the corner. Buildings on corner lots should be located on the street corner with

building frontage on both streets with primary entrances oriented toward the intersection. If no buildings are located at street corners, pedestrian plazas and amenities should provide a focus for the area. Intersection vision clearance standards shall apply.

4. Pad Development. Pad development should be located at the corners of a development or at the intersection created by the site driveway with the public street. The location and site design of pad development should integrate seamlessly with the on-site pedestrian circulation plan and all off-site pedestrian, bicycle and transit facilities.

3. A request to reduce the required minimum parking more than 20% is subject to a Type II Variance procedure.

F. Parking in City Center (CX) Zone

The following minimum requirements shall apply, in accordance with Section 20.630.050 (Parking Control), in all areas zoned City Center District (CX):

Table 20.945.070-1	
CX District Parking Space Requirements	
Land Use	Parking Requirements
Residential	1 space/dwelling unit
Transient Lodging	1/space/living unit
Congregate Care Facilities	1 space/two (2) living units
All other uses	1 space/1,000 sq. ft. of floor area

G. Parking in Transit Overlay District

Developments located within the Transit Overlay District may be subject to special parking standards contained in VMC 20.550.

H. Application of Parking Requirements

1. Notwithstanding any other requirement of this chapter, no parking shall be required for any commercial use located in an existing structure which abuts Main Street between Fifth Street and McLoughlin Boulevard, up to and including the first two floors above street level, and any basement levels. The requirements for uses in all floors of three stories or above shall be the same as that in all other areas in the City Center District (CX).

2. In addition, notwithstanding any other requirements of this chapter, requirements for off-street parking shall not apply within the Community Commercial District (CC) extending from McLoughlin Boulevard to Fourth Plain Boulevard in the event of a change in commercial occupancy of a building or of a remodeling of a commercial structure if the original floor area is not exceeded by 25%. This provision does not apply to conversion of residential occupancy to commercial occupancy. The requirements for off-street parking for the Community (CC) Commercial District within this area shall be based on the City Center (CX) District Parking Requirements of VMC Table 20.945.070-1 and shall only be for the total area of additions in excess of 25% of the floor area in existence on July 19, 2010.

3. Commercial uses in the CN, Neighborhood Commercial District may count available on-

street parking spaces which are immediately adjacent to the development toward the minimum on-site parking requirement.

4. Parking stalls used for Electric Vehicle Basic Charging Stations and Rapid Charging Stations shall be counted toward the minimum number of required parking stalls in a development.

I. Use of Public Parking

The requirements for off-street parking can be satisfied by execution of a long-term lease for a segment of equivalent parking in an existing public or private parking facility. Lease fees in public facilities would be at market rates as established and adjusted by the Vancouver City Council after considering the advice of the Parking Advisory Committee. Continued leasing of such space shall be required, and failure to provide the required parking shall be cause for revocation of the occupancy permit for the structure involved.

J. Specific requirements for minimum parking. Parking shall be provided for uses as per Table 20.945.070-2 below.

Table 20.945.070-2
Minimum Off-Street Vehicle Parking Requirements

Use	Minimum
RESIDENTIAL	
Household Living	See Housing Types below
Group Living	1 space/7 residents served under age 12

Option A
(PC Recommended Version)

	1 space per resident served ages 12-17 1 space per resident served age 18 or older
Transitional Housing	1:3 beds
Home Occupation	None
HOUSING TYPES	
Single Dwelling, Attached	1.0/DU ¹
Single Dwelling, Detached	1.0/DU
Accessory Dwelling Units	1.0/DU
Duplexes	1.0/DU
Multi-Dwelling Units	1.5/DU ⁴
Manufactured Home Subdivisions	1.0/DU
Manufactured Home Parks	1.0/DU
CIVIC (Institutional)	
Basic Utilities	None
Community Centers	Per Approved Parking Study
Community Recreation	Per Approved Parking Study
Cultural Institutions	1:400 sq. ft.
Day Care	
- Child Care	Family Day Care Home: none Institutional: 1.0/employee + 1.0/12 children served
- Adult Day Care	Family Day Care Home: none Institutional: 1.0/employee + 1.0/12 clients served
- Dog Day Care	1.0/employee + 1.0/12 animals served
Emergency Services	1:300
Human Service Facilities	Refer to specific use type
Medical Centers	1.0/4 beds (hospital, residential care center); 1.0/2 beds for patients or residents (convalescent hospital, nursing home, congregate care facility)
Parks/Open Space	
- Neighborhood Parks	Parks Department to Determine
- Community Parks	
- Regional Parks	
- Trails	None
Postal Service	1:300
Religious Institutions	1.0/6 seats or 12' of bench in main assembly area

Option A
(PC Recommended Version)

Social/Fraternal Clubs	1/100
Transportation Facility	None
Schools	
- Preschool	2/classroom
- Elementary and Middle	1 space/4 seats or 8 feet of bench length in auditorium or assembly room, whichever is greater
- High School	1 space/employee, plus 1 space/each 6 students, or 1 space/4seats or 8 feet of bench length in auditorium, whichever is greater.
- College* *Classrooms = 30 students Lecture halls require additional parking of 12 spaces per 30 seats. Additional parking may be required as determined by Planning Official.	1/ space/3 seats in classroom
COMMERCIAL	
Commercial and Transient Lodging	1.0/lodging unit
Eating/Drinking Establishments	1/250
Entertainment-Oriented	
- Adult Entertainment	Refer to specific use, i.e. theater, book or video store
Indoor Entertainment	
- Movie/Live Performance Theaters	1.0/6 seats or 12' bench
- Skating Rinks/Arcades	1.0/150
- Bowling Alleys	5 spaces per lane
- Shooting Ranges	1 space per lane
- Major Event Entertainment	1.0/6 seats or 12' bench
General Retail	
- Sales-Oriented	1/300
- Personal Services	1/400
- Repair-Oriented	1/400
- Bulk Sales	(a) Properties with less than 10,000 square feet of open sales or rental area shall provide 1 space for each one thousand square feet of gross floor area, plus one space for each 2,500 sq. ft of open sales or rental area. (b) Properties with 10,000 square feet or more of open sales or rental area shall provide 1

Option A
(PC Recommended Version)

	space for each 1,000 square feet of gross floor area, plus 4 spaces, plus one 1 space for each 10,000 square feet of open sales or rental area in excess of 10,000 sq. ft.
- Outdoor Sales	Same as Bulk Sales
Animal Kennel/shelters	1/600 plus 1 per employee
Motor Vehicle Related	
- Motor Vehicle Sales/Rental	(a) Properties with less than 10,000 square feet of open sales or rental area shall provide 1 space for each one thousand square feet of gross floor area, plus one space for each 2,500 sq. ft. of open sales or rental area. (b) Properties with 10,000 square feet or more of open sales or rental area shall provide 1 space for each 1,000 square feet of gross floor area, plus 4 spaces, plus one 1 space for each 10,000 square feet of open sales or rental area in excess of 10,000 sq. ft.
- Motor Vehicle Servicing/Repair	1/500
- Vehicle Fuel Sales ³	No less than 2
- Elec. Vehicle Re-charging Station	None
Office	
- General	1/400
- Medical	1/200
- Extended	1/300
Non-Accessory Parking	N/A
Self-Service Storage	Based on area of office
Marina	
INDUSTRIAL	
Industrial Services	1/600
Manufacturing and Production	1/800
Railroad Yards	None
Research and Development	1/600
Warehouse/Freight Movement	1/2000
Wholesale Sales	1/1250
Waste-Related	1 space per 200 sq. ft. of office space, plus 1 space per employee
OTHER	
Agriculture/Horticulture	None

Option A
(PC Recommended Version)

Airport/Airpark	None
Cemeteries	1.0/6 seats or 12' of bench in chapels
Detention Facilities	1.0/3 beds
Heliports	None
Mining	1 per employee maximum shift
Rail Lines/Utility Corridors	None
Temporary Uses	None
Wireless Communication Facilities	One

¹ DU=Dwelling Unit

² Does not include outpatient clinics or medical offices; see Medical/Dental Offices.

³ Gasoline stations offering other retail goods for sale, in enclosed spaces accessible by the customer, shall also comply with the parking requirements for convenience stores. Gasoline stations providing vehicle repair or maintenance services shall also comply with the parking requirements for vehicle repair or service facilities.

⁴ Senior multi-family housing project shall provide on-site parking at a minimum rate of one space per dwelling unit.

Section 14. Severability. If any clause, sentence, paragraph, section, or part of this ordinance or the application thereof to any person or circumstances shall be adjudged by any court of competent jurisdiction to be invalid, such order or judgment shall be confined in its operation to the controversy in which it was rendered and shall not affect or invalidate the remainder of any parts thereof to any other person or circumstances and to this end the provisions of each clause, sentence, paragraph, section or part of this law are hereby declared to be severable.

ORDINANCE - 99

Section 15. This Ordinance shall be effective thirty days after adoption.

Read first time:

Ayes: Councilmembers

Nays: Councilmembers

Absent: Councilmembers

Read second time:

PASSED by the following vote:

Ayes: Councilmembers

Nays: Councilmembers

Absent: Councilmembers

SIGNED this _____ day of _____, 2018.

Anne McEnery-Ogle, Mayor

Natasha Ramras, City Clerk
By: Carrie Lewellen, Deputy City Clerk

Approved as to form:

E. Bronson Potter, City Attorney

ORDINANCE - 100

SUMMARY

ORDINANCE NO. _____

AN ORDINANCE repealing the current chapter 20.870 VMC relating to the siting of Human Services Facilities; amending chapters 20.160 VMC Use Classifications, 20.180 Fees, 20.225 Summary of Land Use Permits, 20.410 Lower Density Residential Districts, 20.420 Higher Density Residential Districts, 20.430 Commercial and Mixed Use Districts, 20.440 Industrial Districts, 20.450 Open Space Districts, 20.895 Miscellaneous Special Use Standards, 20.945 Parking and Loading; and providing for an effective date.

The full text of this ordinance will be mailed upon request. Contact Raelyn McJilton, Records Officer at (360) 487-8711, or via www.cityofvancouver.us (Go to City Government and Public Records).

11/19/18

12/03/18

ORDINANCE NO. M-_____

AN ORDINANCE of the City of Vancouver, Washington, regarding the siting of Human Service Facilities; Repealing VMC 20.870 “Human Service Facilities”; Amending VMC 20.160.020 “Listing of Use Classifications”, VMC 20.180.060 “Planning Fees”, VMC 20.210.020 “Types of Development Applications”, VMC 20.410.030 “Uses” of Lower Density Residential Districts, VMC 20.420.030 “Uses” of Higher Density Residential Districts, VMC 20.430.030 “Uses” of Commercial and Mixed Use Districts, VMC 20.440.030 “Uses” of Industrial Districts, VMC 20.450.030 “Uses” of Open Space Districts, VMC 20.945.070 “Minimum Off-Street Parking Requirements”; providing for severability; and providing for an effective date.

WHEREAS, the Vancouver City Attorney’s Office advised that VMC 20.870 relating to the siting of Human Service Facilities is susceptible to legal challenge in light of applicable laws governing the housing of unrelated individuals and the financially disadvantaged; and

WHEREAS, the Vancouver City Council is committed to striving to improve services available to underserved or vulnerable residents; and

WHEREAS, the Vancouver City Council directed staff to bring forward an ordinance that would repeal the Human Service Facilities (HSF) Ordinance while addressing, to the extent

ORDINANCE - 1

practicable, neighborhood concerns regarding safety and livability arising out of the HSF Ordinance repeal; and

WHEREAS, the environmental impacts of the nonproject proposed code text amendments have been reviewed and determined to be nonsignificant pursuant to the State Environmental Policy Act. Notices of Determination of Nonsignificance being issued on August 30, 2018; and

WHEREAS, the Planning Commission held six (6) duly advertised worksessions and a duly advertised Public Hearing on September 25, 2018, to consider the above referenced Vancouver Municipal Code amendments and did take public testimony; and did close public testimony on September 25, 2018, and voted to recommend adoption of an ordinance that would serve to insulate the City from legal risk and mitigate the secondary impacts of repeal to surrounding businesses and residents; and

WHEREAS, after taking testimony and reviewing the Planning Commission record and the Planning Commission recommendation, the City Council adopts this Ordinance as set forth below so as to Repeal of VMC 20.870 relating to Human Service Facilities; and Amendment of VMC 20.160.020 "Listing of Use Classifications", VMC 20.180.060 "Planning Fees", VMC 20.210.020 "Types of Development Applications", VMC 20.410.030 "Uses" of Lower Density Residential Districts, VMC 20.420.030 "Uses" of Higher Density Residential Districts, VMC 20.430.030 "Uses" of Commercial and Mixed Use Districts, VMC 20.440.030 "Uses" of Industrial Districts, VMC 20.450.030 "Uses" of Open Space Districts, VMC 20.945.070 "Minimum Off-Street Parking Requirements".

ORDINANCE - 2

NOW, THEREFORE,

BE IT ORDAINED BY THE CITY OF VANCOUVER:

Section 1. The City Council declares that the purpose of this Ordinance is to repeal VMC 20.870 and amend Title 20 VMC in order to remove legislative restrictions placed upon the siting of Human Service Facilities so as to decrease the barriers placed on the creation of new social service providers and ensure compliance with applicable laws including, without limitation, Title VIII of the Civil Rights Act, the Fair Housing Act.

Section 2. Findings.

A. The City’s Human Service Facilities Ordinance, Title 20.870 VMC, was enacted with the input of an Ad Hoc Committee known as the “Social Services Siting Task Force” composed of representatives from the social services, Vancouver neighborhoods, and city and county governments.

B. The problem that the Human Services Facilities Ordinance was intended to address was described as a truly bleak situation of urban decay related to homelessness and poverty in downtown Vancouver and its adjacent residential neighborhoods in 1991. This situation was blamed at least in part on an “over-concentration” of social services agencies in downtown Vancouver. (Final Report of the Social Services Siting Task Force, pp.4-7 (July 15, 1991.))

C. Best available legal authority provided to guide the Social Services Siting Task Force in 1991 supported the enactment of the Human Services Ordinance; however, this legal

ORDINANCE - 3

authority was later clarified through subsequent legal decisions. The City Attorney's Office conducted a review of the HSF Ordinance following the issuance of these later decisions and found the Human Service Facilities Ordinance to be increasingly susceptible to legal challenge.

D. Testimony presented by Vancouver Police Command Staff during duly advertised worksessions held by the City Planning Commission in 2018 reported no statistically significant difference between the number of police calls for service generated to Human Service Facilities as compared to police calls generated by citizens at similar "for profit" businesses. As a result, as of 2018, there is no evidence before this Council that criminal activity surrounding Human Service Facilities are higher to any significant degree than the criminal activity surrounding their "for profit" counterparts.

E. Conversely the testimony and evidence presented to the Planning Commmission and City Council suggests that repeal of the Human Service Facilities Ordinance will increase the opportunities for social service providers to exercise business discretion in locating services where they are most useful and financially sustainable.

Section 3. Section 20.160.020 of the Vancouver Municipal Code entitled "Listing of Use Classifications" as last amended by Ordinance M-4187 on 12/5/2016 is hereby amended to read as follows:

Section 20.160.020 Listing of Use Classifications.**A. Residential use types**

1. Household Living. Living facilities for small groups (households) of people who are related or unrelated, featuring self-contained units including facilities for cooking, eating, sleeping, and hygiene. Tenancy is longer than 30 calendar days. Household structures include single-family detached and attached dwellings; duplexes; multi-family dwellings; and modular and manufactured housing units. Most types of senior housing, (e.g., congregate care or assisted living) are considered to be household living if residents live in self-contained units, even if there are also shared facilities within the building. The maximum number of people who may reside in any given dwelling unit shall be determined by the City Adopted Building Code.

2. Group Living. Living facilities for groups of ~~unrelated~~ individuals that include at least one person residing on the site who is responsible for supervising, managing, monitoring and/or providing care, training or treatment of residents. Larger group living facilities may also be characterized by shared facilities for eating, hygiene and/or recreation. Examples include nursing/convalescent homes, residential care homes or centers; single-room occupancy (SROs) facilities; sororities/fraternities and convents/monasteries. Tenancy is typically 30 days or more. Excludes detention and post-detention facilities (see 20.160.020(E)(5) VMC, Detention Facilities).

~~3. Transitional Housing. Public or non-profit living facilities for groups of unrelated individuals that include at least one person residing on the site who is responsible for supervising, managing,~~

~~monitoring and/or providing care, training or treatment of residents where tenancy is typically less than 30 days. Examples include: homeless shelters and drug/alcohol treatment facilities. Can include associated soup kitchens or other on-site food preparation and service. These uses are subject to the standards and review criteria of VMC 20.870, Human Service Facilities. Excludes private, for-profit short-term housing (see 20.160.020(C)(1) VMC, Commercial Lodging); and detention and post-detention facilities (see 20.160.020(E)(5) VMC, Detention Facilities).~~

~~43. Home Occupation. Commercial, office or other economic activity wholly contained within the residence or accessory building within which it is located, and is clearly subordinate to the primary residential use.~~

~~54. Medical Center Residential. Extended stay facilities and medical center uses that typically occur in a residential setting, if approved through a Public Facilities Master Plan pursuant to VMC 20.268. Examples include extended stay housing for employees and patient families and midwifery practices that occur in a single-family residential scaled structure. Maximum occupancy and other parameters may be determined through the master plan review process.~~

B. Civic use types

~~1. Basic Utilities. Unstaffed community infrastructure, including but not limited to water tanks, sewer pump stations, telephone exchanges, and electric power substations. Excludes facilities that include offices, service centers and/or material storage (See 20.160.020(C)(6) VMC, Office, and 20.160.020 (D)(1) VMC, Industrial Services).~~

2. Colleges. Institutions of higher education. Accessory uses may include classrooms, laboratories, theaters, auditoriums, libraries, dormitories, eating facilities, bookstores, other small-scale retail, general offices, and parking. Excludes private, profit-making trade, and vocational schools (see 20.160.020(C)(4)(b) VMC, Personal Services). Such a facility that has regional or state-wide significance is classified as an Essential Public Facility by the provisions of the Growth Management Act.

3. Community Centers. Public, private, and non-profit social, resource and multi-purpose facilities that are open to the public for free or fee (including membership fees). Examples include: community centers; senior centers; homeless day centers. Accessory uses may include offices, food preparation and service, child care, laundry facilities, showers, health assessments, classrooms and related activities.

~~34.~~ Community Recreation. Public, private, and non-profit recreational, social, and multi-purpose facilities that are open to the public for free or fee (including membership fees). Examples include: ~~community centers; senior centers;~~ health/fitness clubs; indoor or outdoor tennis/racquetball and soccer clubs and other sports fields; indoor/outdoor swimming pools; boat launches; golf courses, and shooting ranges. Accessory uses may include clubhouses, pro shops, offices, locker rooms, restaurants/delis/concession stands, child care facilities, rest rooms, maintenance facilities, and parking. Excludes such facilities when col-located in a public park (see 20.160.020(B)(9) VMC, Parks/Open Space); and certain types of indoor recreational facilities (see 20.160.020(C)(3)(b) VMC, Indoor Entertainment.)

~~45~~. Cultural Institutions. Public or non-profit cultural facilities including libraries, museums, historic sites, and galleries.

~~56~~. Day Care

a. Child Care. As defined by the Revised Code of Washington (RCW) State Statute:

1. Family Child Day Care Home. A facility where a person regularly providing care during part of the twenty-four-hour day to twelve or fewer children in the family abode of the person or persons under whose direct care the children are placed.

2. Child Care Center. A person or agency that provides care for thirteen or more children during part of the twenty-four hour day.

b. Adult Day Care. Provision of daytime services, including respite, recreational, social and therapeutic activities, to disabled and/or elderly adults in a group setting. Categories include:

1. Residential Adult Day Care. Provision of adult day care services for six or fewer handicapped and/or elderly adults, with or without compensation, in the home of the provider.

2. Institutional Adult Day Care. Provision of adult day care services for seven or more handicapped and/or elderly adults either in a residential or institutional, e.g., nursing home, setting.

~~67~~. Emergency Services. Public safety facilities including police and fire stations, and emergency communications, but not including ambulance services.

~~7. Human Service Facilities. Any office, store, assembly place or facility, the general purpose of which is to provide human need services directly and at no or reduced cost to individuals who do not have the means, ability or opportunity to obtain such services themselves. Offices or clinics where medical, dental, psychological or other such essential human services are provided shall not be considered human service facilities unless low or no cost services are provided to more than 50% of patients or clients. Human Service Facilities that provide on-site food, shelter and/or sleeping accommodations or beds are contained in 20.160.020(A)(3) VMC Transitional Housing.~~

8. Medical Centers. Facilities providing inpatient, outpatient, emergency, and related ancillary services to the sick and infirm, including drug and alcohol treatment. Usually developed in campus setting. Accessory uses may include diagnostic and treatment facilities; laboratories; surgical suites; kitchen/food service facilities; laundry; housekeeping and maintenance facilities; administrative offices; and parking. Medical centers may also include free-standing offices for hospital-based and/or private-practice physicians and other allied health care professionals; these medical office buildings are regulated as offices. (see 20.160.020(C)(6)(b) VMC) Such a facility that has regional or state-wide significance is classified as an Essential Public Facility by the provisions of the Growth Management Act.

9. Parks/Open Space. Lands that are maintained in a natural state and/or developed that are designed for public active and passive recreation. Examples include parks, public squares, recreational trails and nature preserves. Does not include areas in active cultivation (see 20.160.020(E)(1), Agriculture/Horticulture); or cemeteries (20.160.020(E)(2) VMC, Cemeteries).

a. Neighborhood parks. Small parks usually no greater than five acres designed to serve the immediate neighborhood. Access is on foot or bicycle with little or no on-site parking provided. Accessory uses may include low-impact outdoor playing/practice fields (without associated parking), playgrounds, sports courts, picnic areas, educational/interpretive facilities, walking/jogging paths, rest rooms, and seating areas. May coll-locate with schools.

b. Community parks. Larger parks typically 15 acres or larger designed to serve a larger geographic area than a neighborhood park. Access is on foot and by bicycle, transit, and vehicle. May contain one or more Community Recreation uses as defined in 20.160.020(B)(3) VMC. Other accessory uses may include walking/jogging trails; picnic shelters; outdoor performance facilities; off-leash dog, bicycle, and skateboard parks; sports courts, community gardens; bicycle, pedestrian, and transit amenities; educational/interpretive facilities; viewpoints; concessions; rest rooms; caretaker and maintenance facilities; and parking. May coll-locate with schools.

c. Regional parks. Any park greater than 100 acres designed to serve regional needs. Accessory uses include any of the facilities found in neighborhood and community parks.

d. Trails. Publicly accessible walking, jogging or bike trails that extend beyond the boundaries of a single subdivision or development project. Accessory uses may include signage/maps; interpretive centers; viewpoints; and trailhead facility, restrooms, and parking. Does not include trails or portions of trails created as part of Neighborhood, Community and Regional Parks.

10. Postal Service. Refers to postal services and processing as traditionally operated by the U.S. Postal Service. Such facilities include customer sales, mail sorting, and fleet truck storage. Excludes profit-making parcel post or mail services (see 20.160.020(C)(4)(b) VMC, General Retail, Personal Services).

11. Religious Institutions. Permanent places of religious worship that may include related accessory uses that are clearly incidental and secondary to religious worship, congregation, and teaching such as administrative offices; child care centers/pre-schools; classrooms for religious instruction; auditoriums; social halls; rectories; and gymnasiums, playgrounds and other recreational facilities. May include on-site functions related to ministry to the poor such as emergency overnight shelter, food service, group meals and food and clothing pantries.

12. Schools. Public and private pre-school, kindergarten, elementary, middle, and high schools. Accessory uses include administrative offices; classrooms and laboratories; kitchen/cafeterias; auditoriums; gymnasium, swimming pools; playing fields and related indoor and outdoor physical education facilities; and storage and maintenance facilities. The programs and activities of other public and non-profit organizations including those associated with adult education, after-school care, recreation and social services may co-locate in a school facility. Such a facility that has regional or state-wide significance is classified as an Essential Public Facility by the provisions of the Growth Management Act.

13. Social/Fraternal and Clubs/Lodges. Non-profit organizations with social, philanthropic and/or recreational functions and activities.

14. Transportation Facilities. Bus, trolley, street car; light and heavy rail transit stops and stations; water taxi and ferry stations; and accessory bicycle parking. Excludes airports (see 20.160.020(E)(2) VMC, Airports/Airparks); public streets and sidewalks; and heavy and light rail maintenance/switching yards (see 20.160.020(D)(3) VMC, Railroad Yards); and heliports (see 20.160.020(E)(7) VMC, Heliports). Such a facility that has regional or state-wide significance is classified as an Essential Public Facility by the provisions of the Growth Management Act.

15. Park & Ride Facilities. Park & Ride facilities means parking facilities that serve motorists transferring to or from urban public transportation vehicles or private car-pool vehicles.

C. Commercial use types

1. Commercial and Transient Lodging. Residential facilities such as hotels, motels, rooming houses, ~~and~~ bed-and-breakfast establishments, and homeless shelters where tenancy is typically less than one month. May include accessory meeting, convention facilities, and ~~restaurants/bars~~ food preparation and service.

2. Eating and Drinking Establishments. Establishments that sell prepared food and beverages for consumption on site or take-away including restaurants, delicatessens, bars, taverns, brew pubs, ~~and~~ espresso bars, and group meal service.

3. Entertainment-Oriented

- a. Adult Entertainment. Facilities including adult motion picture theaters; adult video/book stores; and topless, bottomless, and nude dance halls which include materials and activities characterized or distinguished by an emphasis on matters depicting specified sexual activities or anatomical areas.
- b. Indoor Entertainment. Commercial indoor facilities such as skating rinks, bowling alleys, arcades, trampoline or bounce house facilities, shooting ranges, movie, and live performance theaters.
- c. Major Event Entertainment. Facilities such as auditoriums, stadiums, arenas, amphitheaters, convention centers, and race tracks which provide athletic, cultural or entertainment events and exhibits for large groups generally exceeding 1,000 spectators.

4. General Retail

- a. Sales-Oriented. Establishments which provide consumer-oriented sales, leasing and rental of consumer, home and business goods including art; art supplies; bicycles; clothing; dry goods; electronic equipment; fabric; gifts; groceries; hardware; household products; jewelry; pets and pet products; pharmaceuticals; plant; printed materials; stationery; ~~and~~ videos; and clothing and food pantries. Excludes large-scale consumer products (see 20.160.020(C)(4)(d) VMC, Bulk Sales); and those sold primarily outdoors (see 20.160.020(C)(4)(e) VMC, Outdoor Sales).

- b. Personal Services. Establishments which provide consumer services such as banks and credit unions; barber and beauty shops; automated teller machines (ATMs) and related
- ORDINANCE - 13

automated vending facilities; pet grooming; laundromats and dry cleaners; copy centers; photographic studios; specialized instructional schools; trade/vocational schools; massage therapy; acupuncture; and mortuaries.

c. Repair-Oriented. Establishments which engage in the repair of consumer and business goods including television and radios; bicycles; clocks; jewelry; guns; small appliances and office equipment; tailors and seamstresses; shoe repair; locksmiths; and upholsterers.

d. Bulk Sales. Establishments which engage in the sales, leasing and rental of bulky items requiring extensive interior space for display including furniture, large appliances, and home improvement sales.

e. Outdoor Sales. Establishments that engage in sales requiring outdoor display and/or storage including lumberyards and nurseries.

5. Motor Vehicle Related

a. Motor Vehicle Sales/Rental. Includes car, light and heavy truck, mobile home, boat and recreational vehicle sales, rental and service.

b. Motor Vehicle Servicing/Repair. Free-standing vehicle servicing and repair establishments including quick and general vehicle service, car washes and body shops not an accessory to new vehicle sales.

c. Vehicle Fuel Sales. Establishments engaging in the sale of gasoline, diesel fuel, and oil products for cars, trucks, recreational vehicles, and boats.

d. Electric Vehicle (EV) Basic Charging Station. A slow to medium level charging station for electric vehicles that is typically accessory to another use, such as single family residences, apartments, and businesses. Level 1 (120 volt AC) is considered slow charging. Level 2 (208 or 240 volt AC) is considered medium charging.

e. Electric Vehicle (EV) Rapid Charging Station. An industrial grade electrical outlet that allows for faster charging of electric vehicle batteries through higher power levels and that meets or exceeds any standards, codes, and regulations set forth by chapter 19.28 RCW and consistent with rules adopted under RCW 19.27.540. Such stations are also known as Level 3 facilities and are considered fast or rapid charging (480-volt AC), and are generally available to the public.

f. Electric Vehicle (EV) Battery Exchange Station. A facility that will enable an electric vehicle with a swappable battery to enter a drive lane and exchange the depleted battery with a fully-charged battery. Such exchange stations may use a fully automated process, which meets or exceeds any standards, codes, and regulations set forth by chapter 19.27 RCW.

6. Office

a. General Office. Government, business and professional offices that operate during typical weekday hours. Examples include local, regional, state, and federal offices and agencies; veterinary clinics; medical and dental laboratories; blood collection centers; offices for attorneys, architects, accountants, engineers, stockbrokers, real estate agents, mortgage bankers, insurance brokers, and other consultants; headquarters offices; sales offices; radio, and

television studios. Also includes painting, landscaping, building and janitorial contractors where the indoor storage of materials and equipment are incidental to the office use. If this storage exceeds 50% of occupied space, such uses are classified as Industrial Services [see 20.160.020(D)(1) VMC]. Offices that are part of and are located within a firm in another use category are considered accessory to the firm's primary activity. Also excludes medical office and related facilities [see 20.160.020(C)(6)(b) VMC].

b. Medical Office. Offices for physicians, dentists, chiropractors, and allied health care professionals; free-standing outpatient health care facilities; urgency clinics; naturopathic, and homeopathic facilities; and home health organizations that provide on-site services to patients and that generally operate during typical peak weekday hours.

c. Extended Office. Offices that operate during non-traditional hours including evenings, nights, and weekends. Examples include taxis and other vehicles for hire, funeral homes and accessory crematoria, telemarketing/service centers and internet communication centers. Accessory uses may include fleet vehicle parking, communication switching and other equipment and limited storage of goods.

7. Non-Accessory Parking. Any private or public vehicle and bicycle parking, either paid or free, which is not accessory to a primary use. Includes public and private parking structures and lots; and free-standing fleet vehicle parking lots.

8. Self-Service Storage. Commercial operations that provide rental of storage space to the public. The storage areas are designed to allow private access by the tenant for storing or

removing personal property. These facilities do not include moving and storage companies where there is no individual storage or where employees are primary movers of the goods to be stored [see 20.160.020(D)(5) VMC, Warehouse/Freight Movement].

9. Marina. A facility that provides secure moorings for recreational or commercial boats.

10. Artisan and Specialty Goods Production. Small scale businesses that manufacture artisan goods or specialty foods. Small manufacturing production aims at direct sales rather than the wholesale market. This small-scale manufacturing use is intended to be allowed where compatible with the commercial and residential fabric of the City Center. An allowance for public viewing or customer service space is required with artisan and specialty goods production. This use category includes the following uses: Sugar and confectionary, fruit and vegetable preserving and specialty foods, bakeries and tortilla manufacturing; artisan leather, glass, cutlery, hand tools, wood, paper, ceramic, textile and yarn products; microbreweries, micro distilleries, and wineries. Refer to Commercial Use Table 20.430.1 and Special Limitations 20.430.050.

D. Industrial use types

1. Industrial Services. Includes the repair and servicing of industrial and business machinery, equipment and/or products. Examples include welding shops; machine shops; sales, repair, storage, salvage or wrecking of heavy machinery, metal and building materials; towing and vehicle storage; auto and truck salvage and wrecking; heavy truck servicing and repair; tire recapping and retreading; truck stops; building, heating, plumbing or electrical contractors; exterminators; janitorial and building maintenance contractors where the indoor storage of

materials is more than incidental to the office use [see 20.160.020(C)(6)(a) VMC]; fuel oil distributions; solid fuel yards; laundry, dry-cleaning and carpet cleaning plants; and photo-finishing laboratories.

2. Manufacturing and Production. Includes production, processing, assembling, packaging or treatment of semi-finished or finished products from raw materials or previously prepared materials or components. Manufacturing production is intended for the wholesale market rather than for direct sales. For specific list of activities in this category, see NAICS assignment adopted by reference to this title, Table 20.440-2 and/or Commercial Use Table 20.430-1.

3. Railroad Yards. A terminus of several light or heavy railroad lines where the loading, unloading, transshipment, switching, maintenance, and storage of rail cars is undertaken.

4. Research and Development. Facility featuring a mix of uses including office, research laboratories, and prototype manufacturing. If the use contains no on-site manufacturing component, then it is considered General Office (see 20.160.020(C)(6)(a) VMC).

5. Warehouse/Freight Movement. Uses involved in the storage and movement of large quantities of materials or products indoors and/or outdoors; associated with significant truck and/or rail traffic. Examples include free-standing warehouses associated with retail furniture or appliance outlets; household moving and general freight storage; food banks; cold storage plants/frozen food lockers; weapon and ammunition storage; major wholesale distribution centers; truck, marine and air freight terminals and dispatch centers; bus barns; grain terminals; and stockpiling of sand, gravel, bark dust or other aggregate and landscaping materials.

6. Waste-Related. Uses that receive solid or liquid wastes from others for disposal on the site or for transfer to another location, uses that collect sanitary wastes or uses that manufacture or produce goods or energy from the composting of organic material. Examples include: recycling/garbage transfer stations; landfills; composting, energy recovery and sewage treatment plants; and hazardous waste handling and transfer facilities that do not treat or dispose of hazardous waste, as that term is defined in the Code of Federal Regulations, Title 40, Part 261. Such a facility that has regional or state-wide significance is classified as an Essential Public Facility by the provisions of the Growth Management Act. Hazardous waste or disposal facilities are not included in this classification and are therefore not permitted in the City of Vancouver.

7. Wholesale Sales. Involves sales, leasing or rental of equipment or products primarily intended for industrial, institutional or commercial businesses. Businesses may or may not be open to the general public, but sales to the general public are limited. Examples include the sale or rental of machinery, equipment, building materials, special trade tools, welding supplies, machine parts, electrical supplies, janitorial supplies, restaurant equipment, and store fixtures; mail order houses; and wholesalers of food, clothing, auto parts, and building hardware.

8. Major Utility Facilities. Those facilities which have a substantial public impact, including but not limited to: sewage treatment plants and lagoons; electric generation facilities including biomass and coal energy generating facilities; and essential public facilities as defined in Chapter 20.855 VMC, Essential Public Facilities.

E. Other use types

1. Agriculture/Horticulture. Open areas devoted to the raising of fruits, vegetable, nuts, nursery stock and/or flowers, including community gardens; may include on-site sales of products grown on the site. Excludes nurseries (see 20.160.020(C)(4)(e) VMC, Outdoor Sales).
2. Airports/Airparks. Includes aircraft runways, landing strips and uses supporting airport operations such as control towers, hangars, and fuel storage facilities. Also includes uses incidental to airports such as aerial mapping; air cargo warehousing and distribution, airport pilot training schools; aircraft sales and repair; aviation clubs and museums; and public transportation transfer areas. Such a facility that has “regional” or “state-wide” significance is classified as an Essential Public Facility by the provisions of the Growth Management Act.
3. Animal Kennel/Shelters. Animal kennel and shelter facilities for the overnight boarding of dogs, cats and other domestic pets. Excludes dog day care (see 20.160.020(E)(6) VMC, Dog Day Care); and veterinary clinics (see 20.160.020(C)(6)(a) VMC, General Offices).
4. Cemeteries. Facilities for storing human remains. Accessory uses may include chapels, mortuaries, crematoria, mausoleums, administrative offices, maintenance facilities, and parking.
5. Detention and Post-Detention Facilities. Uses which have the characteristics of Group Living but are devoted to the housing, training and supervision of those under judicial detention. Examples include prisons; jails; probation centers; juvenile detention homes; and related post-incarceration and half-way houses. Such a facility that has regional or state-wide significance is classified as an Essential Public Facility by the provisions of the Growth Management Act.

6. Dog Day Care. Dog Day Care shall mean any premises containing four or more dogs, which are five months or older, where these domestic animals are dropped off and picked up daily for temporary care on site and where they may be groomed, trained, exercised, and socialized, but are not kept or boarded overnight, bred, sold or let for hire. Excludes Animal Kennel/Shelters (See 20.160(E)(3) VMC, Animal Kennel/Shelters).

7. Heliports. Public or private facilities designed for the landing, departure, storage, and fueling of helicopters.

8. Mining. Uses that mine or extract mineral or aggregate resources from the ground for off-site use. Accessory uses may include storage, rock crushing, sorting, and transfer facilities.

9. Rail Lines/Utility Corridors. The regional corridors in public or private ownership dedicated for use by rail lines; above-grade or underground power or communication lines; water, sewer and storm sewer lines or similar services.

10. Temporary Uses.

11. Wireless Communication Facilities. Includes publicly- and privately-owned towers and related transmitting equipment for television; FM/AM radio; cellular and two-way radio and microwave transmission; and related ancillary equipment buildings. Does not include radio/television transmission facilities that are part of the public safety network (see 20.160.020(B)(6) VMC, Emergency Services). Does not include amateur (ham) radio antennas or towers.

Section 4. Section 20.180.060 of the Vancouver Municipal Code entitled “Planning Fees” as last amended by Ordinance M-4205 on 7/17/2017 and ACM CPI Increase on 12/20/2017 is hereby amended to read as follows:

Section 20.180.060 Planning Fees

Required planning fees. Fees for planning related applications, permits, and services are set forth in Table 20.180.060.

Section	Activity	2018
1.	Address Changes	\$440.00
2.	Airport height combining district	\$626.00
3.	Appeals (to Hearing Examiner, Planning Commission, or City Council)	
A.	Filed by a recognized city neighborhood association	\$133.00
B.	Involving an individual single-family or duplex lot	\$617.00
C.	All other (see SEPA fees for SEPA procedural appeal fee)	\$1,763.00
4.	Archaeological Review	
A.	Pre-Determinations	
1.	Base Fee	\$573.00
2.	Plus fee per acre for each acre more than 5	\$97.00
B.	Surveys and other special studies	Cost Recovery ²
5.	Binding site plan	
A.	Conceptual – Requiring subsequent site plan review	
1.	Same as comparable short subdivision or subdivision	See short subdivision or subdivision
B.	Detailed – Not requiring subsequent site plan review	
1.	Same as comparable short subdivision or subdivision	See short subdivision or subdivision

2.	Plus one half (1/2) comparable site plan review	See site plan review
6.	Boundary Line Adjustments	
	Base fee	\$926.00
	Plus fee per lot for each additional lot more than two	\$300.00
7.	Comprehensive Plan Amendments (includes rezone in conjunction with plan amendment)	\$12,164.00
8.	Conditional Use Permit	
A.	Initial (<u>Community Centers, Group Meal Service, Shelters</u>)	<u>\$1,322.00</u>
B.	<u>Initial (All Others)</u>	\$7,450.00
C.	Major Modification, Type III	\$1,322.00
<u>D.</u>	Minor Modification, Type I	\$300.00
9.	Continuance of Public Hearing	
A.	Initiated by applicant after public notice is mailed	\$1,763.00
B.	Resulting from inadequate information provided by the applicant. Does not apply in cases where new information is presented at the hearing by staff or other parties.	\$1,763.00
C.	Hearing Examiner Reconsideration Request	\$1,763.00
10.	Covenant Release - Full and Partial	\$7,845.00
11.	Critical Areas Permit	
A.	Single-family and duplex lots (Fee per Applicable Critical Area)	
1.	Fish and Wildlife Habitat Areas	\$1,322.00
2.	Frequently Flooded Areas	\$265.00
3.	Geologic Hazard Areas	\$265.00
4.	Wetland Areas	\$1,322.00
B.	All Others (Fee per Applicable Critical Area)	
1.	Fish and Wildlife Habitat Areas	\$2,646.00

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2.	Frequently Flooded Areas	\$608.00
3.	Geologic Hazard Areas	\$608.00
4.	Wetland Areas	\$2,646.00
C.	Minor Exception Request	
1.	Single-family and duplex lots	\$608.00
2.	All others	\$635.00
D.	Reasonable Use Request	
1.	Single-family and duplex lots	\$3,880.00
2.	All others	\$7,715.00
E.	Digitizing Critical Areas Geographic Information	Cost Recovery ²
12.	Design Review (Downtown)	
A.	Minor exterior reviews only	\$529.00
B.	All others, including new buildings	\$1,763.00
13.	Development Agreement	
A.	Initial	\$3,695.00
B.	Modification	\$1,679.00
C.	Extension	\$504.00
14.	Extension of Preliminary Approval	\$617.00
15.	Grading and Erosion Control Permit (includes plan check and inspection)	
A.	50 cubic yards or less and less than 1 foot in depth	No Fee
B.	51 to 100 c.y. or greater than 1 foot in depth	\$115.00
C.	101 to 500 c.y.	
1.	Base fee	\$231.00
2.	Plus fee per 100 c.y. (or fraction thereof) above 500 c.y. (Note: Maximum total grading and erosion control fee shall be \$275.00, \$303.00)	\$15.00
D.	Fees resulting from work in progress without a permit	2 x regular fee

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16.	Home Occupation	
A.	General	\$176.00
B.	Penalty - When application is received after code enforcement action has been initiated.	2 x regular fee
17.	Human Service Facility Siting Request	\$617.00
18.	Impact Fee Deferral for Single-Family Housing - Administrative fee per lot	\$553.00
19.	Joint use parking agreement	\$990.00
20.	Land Use Permit (Single family and duplex residential; sheds; decks; driveways, etc.)	\$45.00
21.	Lot Determination	
A.	Base fee (1-2 lots)	\$1,931.00
B.	Plus per lot fee over 2	\$617.00
22.	Master Plan²	
A.	Conceptual (requiring subsequent site plan review)	\$6,853.00
B.	Detailed (not requiring subsequent site plan review)	\$6,853.00 plus ½ applicable site plan review fee
C.	Hybrid (conceptual approval for overall site, plus partial detailed approval)	\$6,853.00 plus ½ applicable site plan review fee for area for which detailed approval is sought
23.	Planned Development	
A.	Residential	
1.	Base fee	\$2,143.00
2.	Plus fee per unit	\$97.00
3.	Minimum: \$3,065.00; maximum: \$13,857 Subdivision fee reduced by ½ when filed simultaneously.	

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B.	Non-Residential	
1.	Base fee	\$2,116.00
2.	Plus fee per sq. ft. – ground floor	\$0.54
3.	Plus fee per sq. ft. – upper floors	\$0.24
4.	Minimum: \$3,148.00; maximum: \$20,714.00	
C.	Mixed	
1.	Base fee	\$2,116.00
2.	Plus fee per sq. ft. – ground floor	\$0.54
3.	Plus fee per sq. ft. – upper floors	\$0.24
4.	Minimum: \$3,148.00; maximum: \$20,859.00 No rezone fee. Subdivision reduced by ½ when filed simultaneously.	
24.	Planning Official Review	
A.	Temporary Use	
1.	Seasonal or special event	\$86.00
2.	Temporary sales office, model home, or unforeseen emergency	\$259.00
3.	Temporary Use in a Commercial or Industrial District	\$1,216.00
B.	Similar Use Determination or Other	\$1,216.00
25.	Plat Alteration	\$5,694.00
26.	Post-Decision Reviews	
A.	Post-decision review – Type I	\$300.00
B.	Post-decision review – Type II	\$845.00
C.	Post-decision review – Type III	\$1,322.00
27.	Pre-Application Conference Process	
A.	Pre-application conference request - Single-family and duplex lots	\$265.00
B.	Pre-application conference request - all others	\$881.00
C.	Pre-application waiver request	\$133.00

28.	Zoning Verification Letter (authorizes replacement of destroyed structure)	\$202.00
29.	Reporting (misc. application and permit information)	Cost Recovery ²
30.	SEPA Checklist (Environmental Review)	
A.	Grading Permit	
1.	Single-family and duplex lots	\$117.00
2.	All other	
	a. Base fee	\$864.00
	b. Plus fee per acre of land disturbed by the project	\$15.00
B.	Subdivision or Planned Development	
	a. Base fee	\$706.00
	b. Plus fee per acre of land disturbed by the project	\$9.00
C.	Site Plan Review – Residential	
	a. Base fee per unit up to 5 units	\$176.00
	b. Plus fee per unit more than 5	\$17.00
D.	Non-Projects (including rezone and annual review applications)	\$1,939.00
E.	All other reviews	
	a. Base fee	\$1,410.00
	b. Plus fee per acre of land disturbed by the project	\$46.00
F.	SEPA Procedural Appeal (See "Appeals - All others" for substantive SEPA appeal fee)	\$114.00
G.	Environmental Impact Statement (EIS) Review	Cost Recovery ²
31.	Shoreline Permits	
A.	Shoreline Substantial Development Permit	\$6,170.00
B.	Shoreline Conditional Use Permit	\$6,788.00
C.	Shoreline Variance Request	\$6,788.00
32.	Short Subdivisions	

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A.	Preliminary (9 lots or fewer) Plats	\$5,994.00
B.	Final Plat Check	\$2,036.00
33.	Signs - all except sandwich board signs	\$300.00
34.	Site Plan Review (Type I)	
A.	Residential	\$259.00
B.	Non Residential	\$1,216.00
C.	Qualifying Planned Action	Same as Type II Site Plan Review Fees
35.	Site Plan Review (Type II) – Residential	
A.	Base fee	\$1,525.00
B.	Plus fee per unit	\$105.00
C.	Maximum fee:	\$21,493.00
36.	Site Plan Review (Type II) - Non Residential	
A.	General Case	
1.	Base fee	\$4,142.00
2.	Plus fee per sq. ft. – ground floor	\$0.16
3.	Plus fee per sq. ft. – upper floors	\$0.08
B.	Commercial pad within a previously approved site plan that was not originally reviewed for the proposed specific use or structure	\$2,829.00
C.	Land-extensive uses such as a golf course	\$3,410.00
D.	Unoccupied commercial and utility structures	\$1,570.00
37.	Special Valuation – Historic Preservation	\$447.00
38.	Subdivisions – Preliminary	
A.	2-9 Lots (not qualifying as a short subdivision)	\$6,338.00
B.	10-22 Lots	\$9,165.00
C.	23+ Lots	
1.	Base fee (for first 23 lots)	\$9,165.00
2.	Plus fee per lot (each lot more than 23)	\$230.00

D.	In conjunction with a planned development	½ regular fee
39.	Subdivisions – Final Plat Check	\$4,616.00
40.	Tenant improvement (if exempt from site plan review)	\$86.00
41.	Tree plan review	
A.	Levels 1, 2, 4, 5	\$291.00
B.	Levels 3, 6, 7	\$97.00
42.	Variance (full fee for 1 st variance; 1/2 cost for 2nd; \$0 for 3rd or more)	
A.	Type I	
1.	Single-family and duplex lots	\$608.00
2.	All other	\$635.00
B.	Type II	
1.	Single-family and duplex lots	\$1,914.00
2.	All other	\$4,614.00
43.	Zoning Certificates	\$661.00
44.	Zoning Map or Text Change (not involving comprehensive plan amendment)	\$7,947.00

¹Fees effective on 1/1/2018 shall be further adjusted as provided for under 20.180.050

²Cost Recovery: Applicants or persons requesting reports will be required to sign an agreement that they will pay the actual cost of the work being performed. Actual costs will be calculated based on the salary and benefits of the employees performing work plus overhead at a rate of 30%.

³Projects with approved master plans, which include preliminary stormwater and transportation plans, shall be entitled to a 30% reduction in the fee for stormwater and transportation plan review.

Section 5. Section 20.210.020 of the Vancouver Municipal Code entitled “Types of Development Applications” as last amended by Ordinance M-4179 is hereby amended to read as follows:

Section 20.210.020 Types of Development Applications.

A. General. All development applications shall be decided by using one of the following procedure types. The procedure type assigned to each action governs the decision-making procedure for that application, except to the extent otherwise required by applicable state or federal law.

B. Types defined. There are four types of decision-making procedures, as follows:

1. Type I procedure. Type I procedures apply to ministerial permits. Type I applications are decided by the planning official without public notice prior to the decision and without a public hearing. If any party with standing appeals a planning official's Type I decision, the appeal of such decision will be heard by the Hearings Examiner, with further appeal to the Superior Court pursuant to applicable law.

2. Type II procedure. Type II procedures apply to quasi-judicial permits and actions that contain some discretionary criteria. Type II applications are decided by the planning official with public notice and an opportunity for comment. If any party with standing appeals a planning official's Type II decision, the appeal of such decision will be heard by the Hearings Examiner, with further appeal to the Superior Court pursuant to Section 20.210.130 VMC.

3. Type III procedure. Type III procedures apply to quasi-judicial permits and actions that predominantly contain discretionary approval criteria. Type III applications are decided by the Hearings Examiner or Planning Commission, depending on the permit. If any party with standing appeals a Hearings Examiner's or Planning Commission's Type III decision, the appeal of such decision will be heard by City Council pursuant to Section 20.210.130 VMC, with further appeal to

Superior Court.

4. Type IV procedure. Type IV procedures apply to legislative matters, planned unit developments, and rezones. Legislative matters involve the creation, revision or large-scale implementation of public policy. Type IV applications are considered initially by the Planning Commission or Hearings Examiner with final decisions made by the City Council, automatically or on appeal.

C. Summary of permits by type of decision-making procedure. Table 20.210.020 – 1 VMC summarizes the various development applications by the type of decision-making procedure.

Table 20.210.020 – 1

Summary of Development Applications By Type of Decision-Making Procedure

Type	Development Application	Cross Reference	Review Body
I	Accessory Dwelling Units	20.810	Planning Official
	Boundary Adjustments	20.310	Planning Official
	Conditional Use – Minor Modification	20.245	Planning Official
	Critical Areas Permit (Type I)	20.740.040 B	Planning Official
	Design Review (without Site Plan Review)	20.255	Planning Official
	Historic Property Certificate of Appropriateness/Administrative Review	17.39.080	Planning Official
	Interpretations – Quasi-Judicial	20.255	Planning Official
	Parking/Loading – Reduction of Minimum Ratios, Joint Parking	20.945	Planning Official
	Planned Developments – 1 Year Extension	20.260	Planning Official
	Site Plan Review – Minor Projects Below Type II Site Plan Review Thresholds	20.270	Planning Official
	Site Plan Review – Extension/Phasing	20.270	Planning Official
	Shoreline Permit Exemption	20.760	Planning Official
	Subdivision/Short Subdivision – Phasing, 1st Extension	20.320	Planning Official
	Temporary Use	20.885	Planning Official
	Tree Plan/Removal – without Site Plan Review	20.770	Planning Official

	Type I Variance	20.290	Planning Official
II	Adult Entertainment Uses	20.820	Planning Official
	Critical Areas Permit (Type II)	20.740	Planning Official
	Critical Areas Permit - Minor Exception	20.740.040	Planning Official
	Human Services Facilities — Collocation	20.870	Planning Official
	Planned Developments – Detailed Plan, 2-Year Extension	20.260	Planning Official
	Public Facility Master Plans – Concept Plan Subsequent Phases & Extensions	20.268	Planning Official
	Shoreline Substantial Development Permit	20.760	Planning Official
	Short Subdivision – Preliminary Plat	20.320	Planning Official
	Site Plan Review	20.270	Planning Official
	Subdivision – 2nd Extension	20.320	Planning Official
	Type II Variance	20.290	Planning Official
III	Conditional Uses – Initial, Major Modifications	20.245	Hearings Examiner
	Critical Areas Permit-Reasonable Use Exception	20.740.080	Hearings Examiner
	Historic District Nomination	17.39.070	Clark County Historic Preservation Commission
	Historic District or Property Designation Removal	17.39.070	Clark County Historic Preservation Commission
	Historic Register Nomination	17.39.070	Clark County Historic Preservation Commission
	Historic Property Certificate of Appropriateness Public Review	17.39.070	Clark County Historic Preservation Commission
	Human Service Facilities — Initial, Spacing Modification	20.870	Hearings Examiner
	Public Facility Master Plans - Initial Approval	20.268	Hearings Examiner
	Shoreline Conditional Use Permit (recommendation to State Department of Ecology)	20.760	Hearings Examiner
	Shoreline Substantial Development Permit	20.760	Hearings Examiner
	Shoreline Variance (recommendation to State Department of Ecology)	20.760	Hearings Examiner
	Subdivisions – Preliminary Plat	20.320	Hearings Examiner
IV	Annexations	20.230	Planning Commission City Council
	Development Agreements	20.250	Planning Commission

			City Council
	Habitats of Local Importance	20.740	Planning Commission City Council
	Interpretations – Codification	20.255	Planning Commission City Council
	Planned Developments, greater than 25 acres in size	20.260	Planning Commission City Council
	Planned Developments, 25 acres or less	20.260	Hearings Examiner City Council
	Text/Map Amendment – Legislative	20.285	Planning Commission City Council
	Zoning Map Amendments, greater than 25 acres in size	20.285	Planning Commission City Council
	Zoning Map Amendments, 25 acres or less	20.285	Hearings Examiner City Council

D. Concurrent review. When the city must approve more than one application for a given development, all applications required for the development pursuant to this chapter may be submitted for review at one time. When more than one application is submitted for a given development, and those applications are subject to different types of procedure, then all of the applications are subject to the highest type of procedure that applies to any of the applications; provided, however that each development application shall only be subject to the relevant criteria applicable to that particular development application. For example, a development proposal that includes a Type II application and a Type III application shall be wholly subject to the procedures applicable to a Type III application, but the Type II portion of the development proposal shall be decided according to the relevant approval criteria applicable to the Type II application.

E. Assignment of procedure type. Applications shall be processed according to the assigned review type in the above table. If the Vancouver Municipal Code does not expressly provide for review using one of the four types of decision-making procedures, and another specific procedure is

not required by law, the planning official shall classify the application in question as one of the four types of decision-making procedure using the following criteria:

1. The act of classifying an application shall be a Type I decision;
2. Questions about what procedure is appropriate shall be resolved in favor of the decision-making procedure providing the greatest opportunity for public notice; and
3. The planning official shall classify the application by determining whether the application is similar in nature and degree to another type of application that has been classified by type as listed in Table 20.210–1 VMC and under the same approval criteria applicable to the type of application most similar in nature and degree to the application.

F. Comprehensive Plan Amendments. New development applications or pre-applications which are inconsistent with the Comprehensive Plan shall not be accepted by the City, until the Planning Commission recommends approval of a Comprehensive Plan amendment or in the event that Planning Commission recommends denial, until the effective date of final action by the City Council approving the Comprehensive Plan amendment on appeal.

Section 6. Vancouver Municipal Code Section 20.410.030 entitled “Uses” as last amended by Ordinance M- 4187 is hereby amended as follows:

Section 20.410.030 Uses

A. Types of uses. For the purposes of this chapter, there are four kinds of use:

1. A permitted (P) use is one that is permitted outright, subject to all of the applicable provisions of

this title.

2. A limited (L) use is permitted outright providing it is in compliance with special requirements, exceptions or restrictions.

3. A conditional use (C) is a discretionary use reviewed through the process set forth in Chapters 20.245 VMC and 20.210 VMC, governing Conditional Uses and Decision-Making Procedures, respectively.

4. A prohibited use (X) is one that is not permitted in a zoning district under any circumstances.

B. Use table. A list of permitted, limited, conditional, and prohibited uses in Low-Density Residential Districts is presented in Table 20.410.030-1.

TABLE 20.410.030-1				
LOWER-DENSITY RESIDENTIAL DISTRICTS USE TABLE				
USE	R-2	R-4	R-6	R-9
RESIDENTIAL				
Household Living	P ¹	P ¹	P ¹	P ¹
Group Living	P/X ¹	P/X ¹	P/X ¹	P/X ¹
Transitional Housing	X	X	X	X
Home Occupation	L ²	L ²	L ²	L ²
Medical Center Residential	L ²³	L ²³	L ²³	L ²³
HOUSING TYPES				
Single Dwelling, Attached	L ¹⁸	L ¹⁸	L ¹⁸	L ¹⁸
Single Dwelling, Detached	P	P	P	P
Accessory Dwelling Units	L ⁴	L ⁴	L ⁴	L ⁴
Duplexes	L ²¹	L ²¹	L ²¹	L ²¹
Multi-Dwelling Units	X	X	X	X
Existing Manufactured Home Developments	L ⁵	L ⁵	L ⁵	L ⁵
Designated Manufactured Homes	L/X ¹⁹	L/X ¹⁹	L/X ¹⁹	L/X ¹⁹
New Manufactured Homes	L ²⁰	L ²⁰	L ²⁰	L ²⁰

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CIVIC (Institutional)				
Basic Utilities	C	C	C	C
Colleges	C	C	C	C
<u>Community Centers</u>	<u>X</u>	<u>X</u>	<u>X</u>	<u>X</u>
Community Recreation	C ⁶	C ⁶	C ⁶	C ⁶
Cultural Institutions	P/C ⁷	P/C ⁷	P/C ⁷	P/C ⁷
Day Care				
- Family Day Care	P ⁸	P ⁸	P ⁸	P ⁸
- Child Care Center	L/C ¹¹	L/C ¹¹	L/C ¹¹	L/C ¹¹
- Adult Day Care	L/C/X ⁹	L/C/X ⁹	L/C/X ⁹	L/C/X ⁹
Emergency Services (except ambulance services)	L/C ¹¹	L/C ¹¹	L/C ¹¹	L/C ¹¹
Ambulance Services	X	X	X	X
Human Service Facilities	X	X	X	X
Medical Centers	X	X	X	X
Parks/Open Space				
- Neighborhood Parks	P	P	P	P
- Community Parks	L ¹⁰ /C	L ¹⁰ /C	L ¹⁰ /C	L ¹⁰ /C
- Regional Parks	C	C	C	C
- Trails	L ¹⁰	L ¹⁰	L ¹⁰	L ¹⁰
Postal Service	C	C	C	C
Religious Institutions	L/C ¹¹	L/C ¹¹	L/C ¹¹	L/C ¹¹
Schools	L/C ¹¹	L/C ¹¹	L/C ¹¹	L/C ¹¹
Social/Fraternal Clubs	X	X	X	X
Transportation Facility	C ¹²	C ¹²	C ¹²	C ¹²
COMMERCIAL				
<u>Commercial and Transient Lodging</u>	L/C/X ¹³	L/C/X ¹³	L/C/X ¹³	L/C/X ¹³
Eating/Drinking Establishments	X	X	X	X
Entertainment-Oriented				
- Adult Entertainment	X	X	X	X
- Indoor Entertainment	X	X	X	X
- Major Event Entertainment	X	X	X	X
General Retail				
- Sales-Oriented	C ¹⁴	C ¹⁴	C ¹⁴	C ¹⁴
- Personal Services	C ¹⁴	C ¹⁴	C ¹⁴	C ¹⁴
- Repair-Oriented	X	X	X	X
- Bulk Sales	X	X	X	X
- Outdoor Sales	X	X	X	X

Motor Vehicle Related				
- Motor Vehicle Sales/Rental	X	X	X	X
- Motor Vehicle Servicing/Repair	X	X	X	X
- Vehicle Fuel Sales	X	X	X	X
- EV Basic Charging Stations (accessory only)	P	P	P	P
- EV Rapid Charging Stations (accessory only)	P	P	P	P
- EV Battery Exchange Stations	X	X	X	X
Office				
- General	X	X	X	X
- Medical	X	X	X	X
- Extended	X	X	X	X
Non-Accessory Parking	X	X	X	X
Self-Service Storage	X	X	X	X
Marina	C	C	C	C
INDUSTRIAL				
Industrial Services	X	X	X	X
Manufacturing and Production	X	X	X	X
Railroad Yards	X	X	X	X
Research and Development	X	X	X	X
Warehouse/Freight Movement	X	X	X	X
Wholesale Sales	X	X	X	X
Waste-Related	X	X	X	X
Major Utility Facilities	X	X	X	X
OTHER	X	X	X	X
Agriculture/Horticulture				
Airport/Airpark	X	X	X	X
Animal Kennels/Shelters	X	X	X	X
Cemeteries	X	X	X	X
Detention & Post Detention Facilities	X	X	X	X
Dog Day Care	X	X	X	X
Heliports	X	X	X	X
Recreational or Medical Marijuana Facilities	X	X	X	X

Medical Marijuana Collectives	X	X	X	X
Mining	X	X	X	X
Rail Lines/Utility Corridors	P	P	P	P
Basic Utilities	P	P	P	P
Temporary Uses	L ¹⁶	L ¹⁶	L ¹⁶	L ¹⁶
Wireless Communication Facilities	L/C/X ¹⁷	L/C/X ¹⁷	L/C/X ¹⁷	L/C/X ¹⁷

¹ Residential Care Homes, state or federally approved, with six or fewer residents and any required on-site residential staff permitted by right; all larger group living uses prohibited.

² Subject to the provisions of Chapter 20.860 VMC, Home Occupations.

⁴ Subject to the provisions of Chapter 20.810 VMC, Accessory Dwelling Units.

⁵ Subject to the provisions of Chapter 20.880 VMC, Manufactured Home Developments. Manufactured Home Developments established prior to July 1, 2005 are exempt from the standards of VMC 20.410.050F – Development Standards and may continue to exist and expand within existing previously-approved boundaries. An existing manufactured home in a development or subdivision may be replaced or may be relocated either to an approved manufactured home development or an approved manufactured home subdivision.

⁶ Subject to provisions in Chapter 20.895.040 VMC, Community Recreation and Related Facilities

⁷ Libraries only permitted outright; all other cultural institutions are conditional uses.

⁸ Family day care homes for no more than 12 children are permitted when licensed by the State.

⁹ Adult day care facilities for six or fewer adults allowed as limited uses subject to compliance with the development standards governing Home Occupations, per Section 20.860.020(B)(1)-(7) VMC; facilities with 7-12 adults allowed as conditional uses; and larger facilities are prohibited.

¹⁰ Community parks that meet all of the criteria contained in Section 20.410.050(E)(1) VMC are permitted by limited uses; all others require conditional use approval. Trails are limited uses subject to the additional development standards contained in Section 20.410.050(E).

¹¹ Schools, religious institutions, government buildings, fire stations, child care centers, and emergency services facilities that meet all of the criteria contained in Section 20.410.050(D) VMC are permitted by right; all others require

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conditional use approval. Child care centers permitted by right shall be consistent with VMC 20.840, Child Care Homes and Centers, and be subject to Type II review pursuant to VMC 20.210.050.

¹² Except bus, trolley and streetcar stops, including bus shelters, which are allowed by right.

¹³ One and two bedroom Bed-and-Breakfast facilities are permitted outright and 3-6 bedroom Bed-and-Breakfast facilities are allowed as conditional uses, with all Bed-and-Breakfast facilities subject to provisions of Chapter 20.830 VMC, Bed-and-Breakfast Establishments. No more than six bedrooms are allowed under any circumstances. All other commercial lodging is prohibited.

¹⁴ Retail commercial uses limited to 1,500 gsf per use to a maximum of 5,000 sq. ft. in planned developments of 150 units or more. See Section 20.260.020.B.1.b(2).

¹⁵ Subject to provisions in Section 20.895. 030VMC.

¹⁶ Subject to provisions in Chapter 20.885, except sales of fireworks which is prohibited in residential zones.

¹⁷ Building-mounted antennas are allowed by conditional use on non-residential buildings in single-family residential zones subject to requirements contained in Chapter 20.890 VMC, Wireless Communications Facilities.

¹⁸ Subject to Section 20.260.020.B.1.a(2), Planned Development and subject to Section 20.910.050 VMC, zero lot line requirements.

¹⁹ A “designated manufactured home” is exempt from the development standards of 20.410.050F VMC and may continue to exist and expand. An existing unit may be replaced or may be relocated either to an approved manufactured home development or an approved manufactured home subdivision. After July 1, 2005, only “new manufactured homes” that also meet the “designated manufactured home” criteria will be permitted on individual lots not part of an existing approved manufacturing home development or manufactured home subdivision. Except that a new manufactured home placed on an individual lot after July 1, 2005, may be relocated as permitted by this Title if within (5) five years of the date of the original placement.

²⁰ Subject to Section 20.410.050(F) Development Standards – Criteria for Placement of Manufactured Homes.

²¹ Subject to Section 20.920 Infill Development Standards

²² Existing duplexes built on lots meeting the minimum infill lot size standards of VMC Table 20.920.060-1 shall be considered conforming uses even if not part of an infill development.

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²³ Medical Center Residential uses, as defined in VMC 20.160.020, are permitted outright if approved through a public facilities master plan per VMC 20.68.040.

Section 7. Vancouver Municipal Code Section 20.420.030 entitled “Uses” as last amended by Ordinance M- 4187 is hereby amended as follows:

Section 20.420.030 Uses

A. Types of uses. For the purposes of this chapter, there are four kinds of use:

1. A permitted (P) use is one that is permitted outright, subject to all of the applicable provisions of this title.

2. A limited (L) use is permitted outright providing it is in compliance with special requirements, exceptions or restrictions.

3. A conditional use (C) is a discretionary use reviewed through the process set forth in Chapters 20.245 VMC and 20.210 VMC, governing Conditional Uses and Decision-Making Procedures, respectively.

4. A prohibited use (X) is one that is not permitted in a zoning district under any circumstances.

B. Use table. A list of permitted, limited, conditional, and prohibited uses in Higher Density residential zones is presented in Table 20.420.030–1.

Table 20.420.030-1				
Higher Density Districts Use Table				
USE	R-18	R-22	R-30	R-35
RESIDENTIAL				

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Household Living	P	P	P	P
Group Living	P	P	P	P
Transitional Housing	€^2	€^2	€^2	€^2
Home Occupation	L^3	L^3	L^3	L^3
HOUSING TYPES				
Single Dwelling, Attached	P^4	P^4	P^4	X
Single Dwelling, Detached	P^4	P^4	P^4	X^5
Accessory Dwelling Units	P^1	P^1	P^1	P^1
Duplexes	P^4	P^4	P^4	P^4
Multi-Dwelling Units	P^4	P^4	P^4	P^4
Manufactured Home Developments	L^7	L^7/X	L^7/X	L^7/X
Designated Manufactured Home	L^{23}	X	X	X
New Manufactured Home	X	X	X	X
CIVIC (Institutional)				
Basic Utilities	C	C	C	C
Colleges	C	C	C	C
<u>Community Centers</u>	<u>C</u>	<u>C</u>	<u>C</u>	<u>C</u>
Community Recreation	C^8	C^8	C^8	C^8
Cultural Institutions	P/C^9	P/C^9	P/C^9	P
Day Care				
- Family Day Care	P/C^{10}	P/C^{10}	P/C^{10}	P/C^{10}
- Child Care Center	L/C^{14}	L/C^{14}	L/C^{14}	L/C^{14}
- Adult Day Care	P/C^{11}	P/C^{11}	P/C^{11}	P/C^{11}
Emergency Services (except ambulance services)	C^{12}	C^{12}	C^{12}	C^{12}
Human Service Facilities	€^2	€^2	€^2	€^2
Medical Centers	C	C	C	C
Parks/Open Space				
- Neighborhood Parks	P	P	P	P
- Community Parks	L/C^{13}	L/C^{13}	L/C^{13}	L/C^{13}
- Regional Parks	L/C^{13}	L/C^{13}	L/C^{13}	L/C^{13}
- Trails	L/C^{13}	L/C^{13}	L/C^{13}	L/C^{13}
Postal Service	C	C	C	C
Religious Institutions	L/C^{14}	L/C^{14}	L/C^{14}	L/C^{14}
Schools	L/C^{14}	L/C^{14}	L/C^{14}	L/C^{14}
Social/Fraternal Clubs	C^6	C^6	C^6	C^6
Transportation Facility	P/C^{15}	P/C^{15}	P/C^{15}	P/C^{15}
COMMERCIAL				
<u>Commercial and Transient</u>	L/X^{16}	L/X^{16}	L/X^{16}	L/X^{16}

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Lodging				
Eating/Drinking Establishments	L ¹⁷ /X	L ¹⁷ /X	L ¹⁷ /X	L ¹⁷ /X
Entertainment-Oriented				
- Adult Entertainment	X	X	X	X
- Indoor Entertainment	X	X	X	X
- Major Event Entertainment	X	X	X	X
General Retail				
- Sales-Oriented	L ¹⁷ /X	L ¹⁷ /X	L ¹⁷ /X	L ¹⁷ /X
- Personal Services	L ¹⁷ /X	L ¹⁷ /X	L ¹⁷ /X	L ¹⁷ /X
- Repair-Oriented	X	X	X	X
- Bulk Sales	X	X	X	X
- Outdoor Sales	X	X	X	X
Motor Vehicle Related				
- Motor Vehicle Sales/Rental	X	X	X	X
- Motor Vehicle Servicing/Repair	X	X	X	X
- Vehicle Fuel Sales	X	X	X	X
- EV Basic Charging Stations (accessory only)	P	P	P	P
- EV Rapid Charging Stations (accessory only)	P	P	P	P
- EV Battery Exchange Stations	X	X	X	X
Office				
- General	L ¹⁷ /X	L ¹⁷ /X	L ¹⁷ /X	L ¹⁷ /X
- Medical	L ¹⁷ /X	L ¹⁷ /X	L ¹⁷ /X	L ¹⁷ /X
- Extended	X	X	X	X
Non-Accessory Parking	X	X	X	X
Self-Service Storage	X	X	X	X
INDUSTRIAL				
Industrial Services	X	X	X	X
Manufacturing and Production	X	X	X	X
Railroad Yards	X	X	X	X
Research and Development	X	X	X	X
Warehouse/Freight	X	X	X	X

Movement				
Wholesale Sales	X	X	X	X
Waste-Related	X	X	X	X
Major Utility Facilities	X	X	X	X
OTHER				
Agriculture/Horticulture	P	P	P	P
Airport/Airpark	X	X	X	X
Animal Kennels/Shelters	X	X	X	X
Cemeteries				
Detention & Post Detention Facilities	X	X	X	X
Dog Day Care	C ¹⁹	C ¹⁹	C ¹⁹	C ¹⁹
Heliports	X ²⁰	X ²⁰	X ²⁰	X ²⁰
Recreational or Medical Marijuana Facilities	X	X	X	X
Medical Marijuana Collectives	X	X	X	X
Mining	X	X	X	X
Rail Lines/Utility Corridors	C	C	C	C
Temporary Uses	L ²¹	L ²¹	L ²¹	L ²¹
Basic Utilities	P	P	P	P
Wireless Communication Facilities	L/C/X ²²	L/C/X ²²	L/C/X ²²	L/C/X ²²

¹ Subject to the provisions of Chapter 20.810 VMC, Accessory Dwelling Units.

² ~~Subject to the provisions of Chapter 20.870 VMC Human Service Facilities.~~ The language for this footnote has been deleted.

³ Subject to the provisions of Chapter 20.860 VMC Home Occupations.

⁴ Provided the minimum required residential density is met, on an overall project basis.

⁵ Single-family dwelling units legally established prior to March 11, 2004, shall be considered permitted uses.

⁶ Subject to the provisions of Section 20.895.040 VMC Community Recreation and Related Facilities.

⁷ Subject to the provisions of Chapter 20.880 VMC, Manufactured Home Developments. Manufactured Home Developments established prior to July 1, 2005 are exempt from the standards of VMC 20.420.050G – Development Standards and may continue to exist and expand within existing previously-approved boundaries. An existing manufactured home in a development or subdivision may be replaced or may be relocated either to an approved manufactured home development or an approved manufactured home subdivision. Manufactured Home Developments

in the R-22, R-30, R-35 zones are allowed as a Limited Use (L) only as part of a VMC 20.260 Planned Development that meets overall minimum density standards for the applicable zone.

⁸ Subject to the additional provisions in Section 20.895.040 VMC.

⁹ Libraries permitted only; all other cultural institutions are conditional uses.

¹⁰ Family day care homes for no more than 12 children are permitted when licensed by the state. Child care centers are permitted as conditional uses, subject to the provisions of Chapter 20.840 VMC Child Care Centers, unless part of a Planned Development, in which case they are approved subject to Chapter 20.260 VMC. All Child care facilities must be licensed by the state.

¹¹ Adult day care facilities with 12 or fewer clients are permitted outright; larger facilities are permitted as conditional uses.

¹² Subject to the provisions of Chapter 20.870 VMC, Human Service Facilities

¹³ Community, regional parks and trails that meet all of the development standards in Section 20.420.050 (E)(1),(2) and (3), respectively, are permitted by as limited uses; all others require a Conditional Use approval.

¹⁴ Schools, child care centers, and religious institutions that meet all of the locational criteria contained in Section 20.420.050(F) VMC are permitted by right; all others require conditional use approval. Child care centers permitted by right shall be consistent with VMC 20.840, Child Care Homes and Centers, and be subject to Type II review pursuant to VMC 20.210.050.

¹⁵ Except bus, trolley and street car stops, including bus shelters, which are allowed by right.

¹⁶ Bed-and-breakfasts establishments as limited uses subject to provisions of Chapter 20.830 VMC Bed-and- Breakfast Establishments; all other commercial and transient lodging prohibited.

¹⁷ New commercial uses allowed as limited uses subject to special development restrictions in Section 20.420.060 VMC. Existing commercial uses permitted if legally established prior to code effective date. However, alterations and expansions shall be subject to 20.245 (Conditional Use Permits).

¹⁸ Subject to the provisions in Section 20.895.030 VMC.

¹⁹ Subject to the provisions of Chapter 20.850 VMC, Dog Day Care.

²⁰ Except as an accessory to a medical center.

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²¹ Subject to provisions of Chapter 20.885, except sale of fireworks prohibited in residential zones.

²² Subject to the provisions of Chapter 20.890 VMC Wireless Communications Facilities.

²³ A “designated manufactured home” is exempt from the development standards of 20.420.050G VMC and may continue to exist and expand. An existing unit may be replaced or may be relocated either to an approved manufactured home development or an approved manufactured home subdivision. After July 1, 2005, only “new manufactured homes” that also meet the “designated manufactured home” criteria will be permitted on individual lots not part of an existing approved manufacturing home development or manufactured home subdivision. Except that a new manufactured home placed on an individual lot after July 1, 2005, may be relocated as permitted by this Title if within (5) five years of the date of the original placement.

²⁴ Subject to the provisions of Chapter 20.840 VMC, Child Care Centers.

Section 8. Vancouver Municipal Code Section 20.430.030 entitled “Uses” as last amended by Ordinance M- 4187 is hereby amended as follows:

Section 20.430.030 Uses.

A. Types of uses. For the purposes of this chapter, there are four kinds of use:

1. A permitted (P) use is one that is permitted outright, subject to all of the applicable provisions of this title.
2. A limited (L) use is permitted outright providing it is in compliance with special requirements, exceptions or restrictions.
3. A conditional use (C) is a discretionary use reviewed through the process set forth in Chapters 20.245 VMC and 20.210 VMC, governing Conditional Uses and Decision-Making Procedures, respectively.

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4. A prohibited use (X) is one that is not permitted in a zoning district under any circumstances.

B. Use table. A list of permitted, limited, conditional, and prohibited uses in the commercial and mixed use zones is presented in Table 20.430.030–1.

Table 20.430.030 – 1								
Commercial and Mixed-Use Districts Use Table								
USE	CN	CC	CG	CX	WX	CPX ¹	MX ²	RGX ⁴
RESIDENTIAL								
Household Living	L ⁴	L ⁴	L ⁴	L ⁴²	L ⁵		P ⁶	P
Group Living	P/C ⁷	P/C ⁷	P/C ⁷	P/C ⁷	P/C ⁷		P ⁶	P
Transitional Housing	X	C ⁹	L ⁹	L ⁹	C ⁹		X	X
Home Occupation	L ¹⁰	L ¹⁰	L ¹⁰	L ¹⁰	L ¹⁰		L ¹⁰	L ¹⁰
HOUSING TYPES								
Single Dwelling, Attached	L ⁴	L ⁴	L ⁴	L ⁴²	L ⁴		P ⁶	P
Single Dwelling, Detached	X	X	X	X	X		P ⁶	P
Accessory Dwelling Units	X	X	X	X	X		P ⁶	P
Duplexes	L ⁴	L ⁴	L ⁴	L ⁴²	L ⁴		P ⁶	P
Multi-Dwelling Units	L ⁴	L ⁴	L ⁴	L ⁴²	L ⁴		P ⁶	P
Existing Manufactured Home Developments	X	X	X	X	X		X	X
Designated Manufactured Homes	X	X	X	X	X		X	X
New Manufactured Homes	X	X	X	X	X		X	X
CIVIC (Institutional)								
Basic Utilities	C	C	C	P	C		C	C
Colleges	X	C	C	P	C		P	P
Community Centers	X	C	C	C	C		C	C
Community Recreation	X	L ¹¹	L ¹¹	L ¹¹	L ¹¹		L ¹¹	L ¹¹
Cultural Institutions	L ¹⁹	P	P	P	P		P	P
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- Family Day Care	P/L ¹³	P/L ¹³	P/L ¹³	P/L ¹³	P/L ¹³		P/L ¹³	P/L ¹³
- Child Care Center	L ¹³	L ¹³	L ¹³	L ¹³	L ¹³		L ¹³	L ¹³
- Adult Day Care	P/C ¹⁴	P	P	P	P		P	P
Emergency Services	X	C	P	P	C		P	P
Human Service Facilities	L⁹	L⁹	L⁹	L⁹	L⁹		L⁹	L⁹
Medical Centers	X	C	C	P	C		C	P
Parks/Open Space								
- Neighborhood Parks	P	P	P	P	P		P	P
- Community Parks	P	P	P	P	P		P	P
- Regional Parks	X	P	P	P	P		P	P
- Trails	P	P	P	P	P		P	P
Postal Service	L ¹⁹	P	P	P	P		P	P
Religious Institutions	X	P	P	P	C		P	P
Schools (not truck driving schools)	C	P	P	P	P		P	P
Social/Fraternal Clubs	C	L ¹¹	L ¹¹	L ¹¹	L ¹¹		L ¹¹	L ¹¹
Transportation Facility	P	P	P	P	P		P	P
Park & Ride Facilities								
- Surface	X	L ⁴⁸	L ⁴⁸	X	X	X	X	X
- Structure	X	L ⁴⁸	L ⁴⁸	L ⁴⁸	L ⁴⁸	L ⁴⁸	L ⁴⁸	X
COMMERCIAL								
Commercial and Transient Lodging	X	C	P	P	L ¹⁸ /C		L ¹⁸ /C	P
Eating/Drinking Establishments	L ^{19,20}	P	P	P	P		P	P
Entertainment-Oriented								
- Adult Entertainment	X	X	L ²³	X	X		X	X
- Indoor Entertainment	X	P/L ²⁴	P/L ²⁴	P/L ²⁴	P/L ²⁴		P/L ²⁴	P/L ²⁴
- Major Event Entertainment	X	X	P	P	C		C	X
General Retail								
- Sales-Oriented	L ¹⁹	P	P	P ²⁵	P		P	P ^{25,46}
- Personal Services	L ¹⁹	P	P	P	P		P	P
- Repair-Oriented	X	P	P	P	X		P	P
- Bulk Sales	X	P	P	P	X		P	C
- Outdoor Sales	X	C	P/L ²⁶	P/L ²⁶	X		P/L ²⁶	X
- Artisan and Specialty Goods Production	X	L ⁴⁰	L ⁴⁰	L ⁴⁰	X		X	X
Motor Vehicle Related								
- Motor Vehicle	X	P ²⁷	P	P	X		C ²⁷	X/L ⁴⁵

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Sales/Rental								
- Motor Vehicle Servicing/Repair	X	PL ²⁸	L ²⁸	L ²⁸	X		C ²⁸	X
- Vehicle Fuel Sales	X	L ²⁸	L ²⁸	L ²⁸	C		C ²⁸	X
- EV Basic Charging Stations (accessory only)	P	P	P	P	P		P	P
- EV Rapid Charging Stations (accessory only)	P	P	P	P	P		P	P
- EV Battery Exchange Stations	X	P	P	P	X		X	P
Office								
- General	L ¹⁹	P	P	P	P		P	P
- Medical	L ¹⁹	P	P	P	P		P	P
- Extended	X	P	P	P	X		X	X
Marina (See also VMC 20.760)	X	P	P	P	P		P	X
Non-Accessory Parking	X	C	C	C ⁴³	C		C	C ⁴³
Self-Service Storage	X	P ³	P	X	X		X	X
INDUSTRIAL								
Industrial Services	X	C	C	X	X		X	C
Manufacturing and Production	X	C/X ³⁰	P/X ³¹	P/X ⁴¹	X		C/X ³²	P ⁴¹
Railroad Yards	X	X	X	X	X		X	X
Research and Development	X	X	P	C	C		C	P
Warehouse/Freight Movement	X	X	X	X	X		X	X
Waste-Related	X	X	P ⁴⁷	X	X		X	X
Wholesale Sales	X	X	C	C	X		X	X
Major Utility Facilities	X	X	X	X	X		X	X
OTHER								
Agriculture/Horticulture	X	X	X	X	X		X	X
Airport/Airpark	X	X	X	X	X		X	X
Animal Kennels/Shelters	X	L ³³	L ³³	X	X		X	X
Cemeteries	X	C ³⁴	P ³⁴	C ³⁴	X			X
Detention & Post Detention Facilities	X	X	C/X ³⁵	C/X ³⁵	X		X	X
Dog Day Care	L ³⁶	L ³⁶	L ³⁶	L ³⁶	L ³⁶		L ³⁶	L ³⁶
Heliports	X	X	X	C ³⁷	C ³⁷		C ³⁷	C ³⁷

Medical Marijuana Cooperatives	X	X	X	X	X		X	X
Recreational or Medical Marijuana Facilities	X	X	X	X	X		X	X
Mining	X	X	X	X	X		X	C
Rail Lines/Utility Corridors	C	P	P	P	C		C	P
Temporary Uses	L ²⁶	L ²⁶	L ²⁶	L ²⁶	L ²⁶		L ²⁶	L ²⁶
Wireless Communication Facilities	X	L/C/ X ³⁹	L/C/ X ³⁹	L/C/ X ³⁹	L/C/ X ³⁹		L/C/ X ³⁹	L/C/ X ³⁹

¹ Refer to Vancouver Central Park Plan District, 20.640.

² Refer to Mixed Use standards in 20.430.060.

³ A single ground floor caretaker/security/manager residence is allowed if it is an integral part of a mini-storage building.

⁴ All of part of residential uses must be located above the ground floor of the structure as specified by VMC 20.430.060.B.2 with exception of Community Commercial (CC) zoned properties fronting Broadway Street and located within the Uptown Village District of the Vancouver City Center Subarea Plan (refer to 20.430.020B).

⁵ Must have a minimum density of 10 dwelling units/net acre.

⁶ Allowed pursuant to mixed use standards of 20.430.060.

⁷ Residential Care Homes with six or fewer residents and any required on-site staff permitted by right in housing above the ground floor; all larger group home uses are permitted conditionally.

⁸ The language for this footnote has been deleted.

⁹ ~~Subject to provisions of Chapter 20.870 VMC Human Service Facilities. The language for this footnote has been deleted.~~

¹⁰ Subject to the provisions of Chapter 20.860 VMC Home Occupations.

¹¹ Subject to provisions of Section 20.895.040 VMC Community Recreation and Related Facilities.

¹² ~~This footnote is repealed. The language for this footnote has been deleted.~~

¹³ Family day care homes for no more than 12 children are permitted when licensed by the state. Child care centers (13 or more children) are Limited (L), subject to a Type II procedure in Chapter 20.210. Child care centers can also be

approved as part of a Planned Development, VMC 20.260. In all cases child care centers must meet the standards outlined in Chapter 20.840 VMC.

¹⁴ In the CN zone, adult day care facilities for six or fewer adults allowed outright in the CN zone, all other facilities are permitted as conditional uses.

¹⁵ The language for this footnote has been deleted

¹⁶ The language for this footnote has been deleted.

¹⁷ Transportation facilities are permitted except for large or land-intensive facilities such as park-and-ride lots and water taxi and ferry stations.

¹⁸ Bed-and-breakfast establishments are allowed as limited uses, subject to the provisions in Chapter 20.830 VMC, and all other lodging allowed as conditional uses.

¹⁹ Limited uses subject to the development standards in Section 20.430.040(D) VMC.

²⁰ Eating and drinking establishments are permitted only in conjunction with another permitted use on site. Exclusively or predominantly drive-through eating and drinking establishments are prohibited.

²² Limited uses subject to the development standards in Section 20.430.050(B) VMC.

²³ Subject to provisions in Section 20.820 VMC Adult Entertainment.

²⁴ Provisions in Section 20.895.060 VMC apply to Indoor Target Shooting Ranges.

²⁵ Pawnshops allowed in CX and CG Districts only. No more than four (4) pawnshop establishments allowed in the CX District.

²⁶ Subject to provisions in Chapter 20.885 VMC Temporary Uses.

²⁷ Sales/rental lots for motor vehicles only are subject to the following criteria: (a) the lot size is approximately 200' by 200', or 100' by 100' if a corner lot, though smaller lots will be considered if shown to meet all other requirements; (b) reviewed and approved by the City Transportation Manager for on-site circulation, access, and parking plan; (c) located on a primary arterial with average traffic in excess of 10,000 vehicle trips per day; (d) employee/customer parking is provided at a rate of one space plus an additional space per each 5,000 sq. ft. of lot area; © there is no vehicle display in setback areas, and all setbacks are landscaped rather than paved.

²⁸ Subject to provisions in Section 20.895.070 VMC, Motor Vehicle Fuel Sales and Repair.

²⁹ The language for this footnote has been deleted.

³⁰ Micro-breweries and manufacturing of optical, medical and dental devices, goods, and equipment allowed by conditional use; all others prohibited.

³¹ Micro-breweries, bakeries, printing, publishing, binding, lithography, repair shops for tools, scientific/professional instruments and motors, and manufacturing of optical, medical and dental devices, goods, and equipment allowed outright; all others prohibited.

³² Micro-breweries allowed by conditional use; all others prohibited.

³³ Subject to provisions in Section 20.895.020 VMC Animal Kennel/Shelters.

³⁴ Subject to provisions in Section 20.895.030 VMC Cemeteries.

³⁵ Secure Transition Facilities as per 20.855.020(B)(6)(a) are prohibited.

³⁶ Subject to the provisions in Chapter 20.850 VMC Dog Day Care.

³⁷ Subject to provisions in Section 20.895.080 VMC Private Landing Strips and Heliports. Airpark related uses are permitted in Pearson Airpark and Evergreen Airport only.

³⁸ The language for this footnote has been deleted.

³⁹ Subject to requirements in Chapter 20.890 VMC Wireless Telecommunications Facilities.

⁴⁰ Subject to limitations in Section 20.430.050A. Uses defined in Section 20.160.020 C 10.

⁴¹ Printing, binding, lithography, repair shops for tools, scientific/professional instruments and motors, computer research or assembly, and manufacturing of optical, medical and dental devices, goods and equipment permitted outright; all others prohibited.

⁴² Ground floor residential is allowed within the CX zone with the exception of properties fronting Main Street between Sixth Street and Mill Plain.

⁴³ Parking structures are permitted outright.

⁴⁴ Allowed subject to provisions of Riverview Gateway Plan District Standards 20.680, and associated Master Plan adopted for the area of proposed development.

⁴⁵ Motor vehicle rental permitted where ancillary to another use.

⁴⁶ Retail uses shall not exceed 50,000 square feet in total floor space unless included in a mixed use building with other

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uses accounting for at least 20% of floor space, and is in full compliance with Riverview Plan District Design Guidelines.

⁴⁷ Neighborhood recycling and/or yard debris collection centers which are exempt from a state solid waste handling permits are permitted; all other waste-related uses prohibited. If a neighborhood recycling and/or yard debris collection center is handling organic materials, they shall not be stored on site for a period longer than 7 days.

⁴⁸ See Section 20.430.040.E, Park & Ride Facilities development standards.

⁴⁹ Subject to 20.884 VMC.

Section 9. Vancouver Municipal Code Section 20.440.030 entitled “Uses” as last amended by Ordinance M- 4187 is hereby amended as follows:

Section 20.440.030 Uses.

A. Types of uses. For the purposes of this chapter, there are four kinds of use:

1. A permitted (P) use is one that is permitted outright, subject to all of the applicable provisions of this title.

2. A limited (L) use is permitted outright providing it is in compliance with special requirements, exceptions or restrictions.

3. A conditional use (C) is a discretionary use reviewed through the process set forth in Chapters 20.245 VMC and 20.210 VMC, governing Conditional Uses and Decision-Making Procedures, respectively.

4. A prohibited use (X) is one that is not permitted in a zoning district under any circumstances.

5. Uses may also be subject to restrictions and standards set forth in the Water Resource Protection Ordinance (Title 14).

B. Use table. A list of permitted, limited, conditional, and prohibited uses in the industrial zoning districts is shown in Table 20.440.030–1.

Table 20.440.030–1
Industrial Zoning Districts Use Table

USE	OCI ²⁰	IL ¹	IH	ECX ²⁷
RESIDENTIAL				
Household Living	L ²	L ²	L ²	L ²⁸
Group Living	P ²¹ /X	X	X	P ²¹ /X
Transitional Housing	P²¹/X	X	X	P²¹/X
Home Occupation	L ³	L ³	L ³	L ³
HOUSING TYPES				
Single Dwelling, Attached	L ²	X	X	L ²⁸
Single Dwelling, Detached	X	X	X	X
Accessory Dwelling Units	X	X	X	X
Duplexes	L ²	X	X	L ²⁸
Multi-Dwelling Units	L ²	L ²	X	L ²⁸
Existing Manufactured Home Developments	X	X	X	X
Designated Manufactured Homes	X	X	X	X
New Manufactured Homes	X	X	X	X
CIVIC (Institutional)				
Basic Utilities	P	P	P	P
Colleges	X	X	X	C
<u>Community Centers</u>	<u>P</u>	<u>P</u>	<u>X</u>	<u>P</u>
Community Recreation	L ²⁴	P	X	L ²⁴
Cultural Institutions	X	P	X	P
Day Care				
- Child Care Center	L ⁴	L ⁴	X	L ⁴
- Adult Day Care	P	P	X	P
Emergency Services (except ambulance services)	P	P	P	P
Human Service Facilities	L²⁵	L²⁵	L²⁵	L²⁵
Medical Centers	C	X	X	P
Parks/Open Space				
- Neighborhood Parks	P	C	C	P
- Community Parks	C	C	C	C
- Regional Parks	C	C	C	C
- Trails	C	C	C	P
Postal Service	X	P	P	X
Religious Institutions	X	X	X	X

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Schools	X	X	X	X
Social/Fraternal Clubs	X	X	X	X
Transportation Facility	P/X ²⁶	P	P	P/X ²⁶
Park & Ride Facilities				
- Surface	X	L ³¹	L ³¹	X
-Structure	L ³¹	L ³¹	L ³¹	L ³¹
COMMERCIAL				
Commercial and Transient Lodging	P	X	X	P
Eating/Drinking Establishments	L ⁵	L ⁵	L ⁶	L ⁶
Entertainment-Oriented				
- Adult Entertainment	X	L ⁷	L ⁷	X
- Indoor Entertainment	X	X	X	X
- Major Event Entertainment	X	X	X	P
General Retail				
- Sales-Oriented	L ⁶	L ⁶	L/C ⁶	L ⁶
- Personal Services	L ⁶	L ⁶	X	L ⁶
- Repair-Oriented	L ⁶	L ⁶	X	L ⁶
- Bulk Sales	X	X	X	X
- Outdoor Sales	X	X	P	X
Motor Vehicle Related				
- Motor Vehicle Sales/Rental	X	X	X	X
- Motor Vehicle Servicing/Repair	X	L ⁸	L ⁸	X
- Vehicle Fuel Sales	X	X	P	X
- EV Basic Charging Stations (accessory only)	P	P	P	P
- EV Rapid Charging Stations (accessory only)	P	P	P	P
- EV Battery Exchange Stations	P	P	X	P
Office				
- General	P	P	L/C ⁹	P
- Medical	P	P	X	P
- Extended	P	P	X	P
Marina (See also VMC	X	C	X	X

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20.760)				
Non-Accessory Parking	C ¹⁰	L ¹⁰ /X	X	L ³⁰¹⁰
Self-Service Storage	P	P	P	P
INDUSTRIAL				
Industrial Services	P	P	P	P
Manufacturing and Production	P	P ¹¹	P ¹¹	P
Railroad Yards	X	X	X	X
Bulk Crude Oil storage and handling facilities	X ³⁴	X ³⁴	X ³⁴	X ³⁴
Petroleum/Oil Refineries	X	X	X	X
Research and Development	P	P	C	P
Warehouse/Freight Movement	X	L ¹²	P	X
Wholesale Sales	P	L ¹²	X	X
Waste-Related	X	X	P ²² /X	X
Major Utility Facilities	X	X/P ³²	L ³³	X
OTHER				
Agriculture/Horticulture	X	P	P	X
Airport/Airpark	X	L ¹⁹	P	X
Animal Kennels/Shelters	X	L ¹⁷	L ¹⁷	X
Cemeteries	X	X	C	X
Detention & Post Detention Facilities	X	C/X ¹³	C ¹⁴	X
Dog Day Care	L ¹⁵	L ¹⁵	L ¹⁵	L ¹⁵
Heliports	C	C	C	C
Recreational or Medical Marijuana Facilities	X	X	X	X
Medical Marijuana Collectives	X	X	X	X
Mining	C ¹⁸	C ¹⁸	C ¹⁸	C ¹⁸
Rail Lines/Utility Corridors	P/X ²³	P	P	P/X ²³
Wireless Communication Facilities	L ¹⁶	L ¹⁶	L ¹⁶	L ¹⁶

¹ Due to the unique character and combination of uses in the Columbia Business Center area, uses existing prior to March 11, 2004, on parcels zoned IL in the Columbia Business Center may be altered, expanded or replaced regardless of use limitations in Table 20.440.030-1.

² In the OCI zone, multi-family housing allowed above ground floor only as specified by VMC 20.430.060.B.2. In all industrial zones, one caretaker residence permitted per use.

³ Subject to the conditions in chapter 20.860 VMC Home Occupations.

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⁴ Child care centers allowed as a Limited (L) use, subject to a Type II procedure. Child care centers are permitted in order to provide service for those employees working in the IL district, subject to provisions in Chapter 20.840 VMC Child Care Centers.

⁵ If within an industrial building, these uses shall consume no more than 10% of the building's total gross square footage. If freestanding, they shall be considered together with the rest of the project and shall consume no more than 10% of the site's total gross square footage.

⁶ These limited uses, separately or in combination, may not exceed 20% of the entire building square footage within a development complex. No retail uses shall exceed 40,000 gross square feet (gsf) per building or business; retail uses greater than 40,000 gsf but less than 60,000 gsf require conditional use review.

⁷ Subject to provisions in Section 20.820 VMC Adult Entertainment.

⁸ Subject to provisions in Section 20.895.070 Motor Vehicle Fuel Sales and Repair.

⁹ Offices not accessory to a permitted use may not exceed 40,000 gsf; offices greater than 40,000 gsf but less than 60,000 gsf require conditional use review.

¹⁰ In the OCI zone, non-accessory surface parking is conditionally permitted on brownfields where subsurface environmental constraints effectively preclude other uses, provided such development complies with applicable local, state and federal environmental standards. In the IL zone, non-accessory surface parking is permitted, and non-accessory structured parking is prohibited. In the ECX zone, non-accessory structural parking only shall be permitted.

¹¹ Subject to NAICS Table 20.440-2.

¹² Permitted as limited use provided all activities, except outdoor storage of materials, are wholly contained within building(s).

¹³ Secure Community Transition Facilities as per 20.150 are prohibited.

¹⁴ In addition to other detention and post-detention facilities, Secure Community Transition Facilities are allowed by conditional use permit, subject to criteria set forth in 20.855.020(B)(6)(a).

¹⁵ Subject to provisions in Chapter 20.850 VMC Dog Day Care.

¹⁶ Subject to requirements in Chapter 20.890 VMC Wireless Telecommunications Facilities.

¹⁷ Subject to provisions in Section 20.895.020 Kennels/Shelters.

¹⁸ Surface mining is only allowed by conditional use on sites of 20 acres or larger which are adjacent to existing mining operations. Reclamation activity for existing mining operations approved by the Washington State Department of Natural Resources is a permitted use in any non-residential zoning district.

¹⁹ Allow airport/airpark related activities such as hangars, air cargo, and warehousing, pilot schools, aircraft sales and repairs, aviation clubs, and museum in the Light Industrial District (IL). New airports/airparks are prohibited.

²⁰ All uses locating the OCI zone shall comply with the special use limitations of 20.440.040(C) VMC and 20.440.050(A) VMC. Development agreements in existence on the effective date of this ordinance shall control the uses and development standards of the affected properties. In order to protect the investments made in reliance upon such agreements, improvements made or site plans approved consistence with these agreements shall not be deemed nonconforming.

²¹ Existing legally established group living ~~and transitional housing~~ uses are permitted. New group living ~~and transitional housing uses are is~~ prohibited.

²² 10-day hazardous waste handling and transfer facilities, excluding facilities handling radioactive or high explosive materials, are allowed, provided such facilities: a) do not repackage waste (except as necessary to address damaged or improper packaging); b) are located at least 200' from any residential zoning district; and c) do not store hazardous wastes (except for "universal wastes," as that term is defined in Code of Federal Regulations, Title 40, Part 273) for more than ten days.

²³ Prohibited within 200' of a residential zone.

²⁴ Subject to provisions of Chapter 20.895.040 VMC Community Recreation and Related Facilities.

²⁵ ~~Subject to provisions of Chapter 20.870 VMC Human Service Facilities.~~ The language for this footnote has been deleted.

²⁶ Transportation facilities are permitted except for large or land-intensive facilities such as water taxi and ferry stations.

²⁷ All uses locating in the ECX zone shall comply with VMC 20.690, Section 30 Employment Center Plan District. Development agreements in existence on the effective date of this ordinance shall control the uses and development standards of the affected properties, unless property owners choose differently as provided under VMC 20.690.030. In order to protect the investments made in reliance upon such agreements, improvements made or site plans approved consistent with these agreements shall not be deemed nonconforming.

²⁸ In the ECX zone, multi-family housing is allowed above ground floor only; and one caretaker residence permitted per use.

²⁹ Vehicle fuel sales is limited to one operation within the Section 30 Plan District.

³⁰ ~~Non-accessory structural parking only is permitted.~~ The language for this footnote has been deleted.

³¹ See Section 20.430.040.E. Park & Ride Facilities Development Standards.

³² Major Utility Facilities are prohibited with the exception that sewer treatment plants and lagoons are allowed outright.

³³ Biomass and coal energy generating plants are prohibited on Heavy Industrial zoned properties within the Vancouver City Center Subarea and Hough Neighborhood Association boundaries located west of Lincoln Street and east of the Burlington Northern Santa Fe Railroad tracks.

³⁴ Existing bulk crude oil storage facilities including vested projects as of July 18, 2016 are prohibited to expand the amount of crude oil storage.

Table 20.440.030–2

North American Industrial Classification System (NAICS) for Industrial Zoning Uses

The following list of uses is based on the North American Industrial Classification System (NAICS). NAICS is organized in a hierarchical structure much like the existing SIC (Standard Industrial Classification). NAICS industries are identified by a 6-digit code, in contrast to the 4-digit SIC code. The longer code accommodates the larger number of sectors and allows more flexibility in designating subsectors. The use of NAICS codes for permitted uses refers only to the use of a particular site, rather than the type of industry involved. For example, office uses for manufacturing firms are treated as offices and are not permitted in the industrial zones.

— The first two digits designate a major economic sector (formerly division) such as agriculture or manufacturing.

— The third digit designates an economic subsector (formerly major group) such as crop

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production or apparel manufacturing.

— The fourth digit designates an industry group, such as grain and oil seed farming or fiber, yarn and thread mills.

— The fifth digit designates the NAICS industry such as wheat farming or broad woven fabric mills. Retail uses are marked with a “1” in the table below. Please see the footnotes at the end of the table for an explanation of permitted development.

* Industrial uses may be further regulated by the Water Resource Protection Ordinance (Title 14).

* For Artisan and Specialty Goods Manufacturing Uses refer to Section 20.160.020C-10.

Manufacturing Uses			IL ²	IH
311	Food Manufacturing			
	3111	Animal food manufacturing	P	P
	3112	Grain and oilseed milling	X	P
	3113	Sugar and confectionery product manufacturing	P	P
	3114	Fruit and vegetable preserving and specialty food manufacturing	P	P
	3115	Dairy product manufacturing	P	P
	3116	Animal slaughtering and processing	X	P
	31161	Animal slaughtering and processing	X	P
	3117	Seafood product preparation and processing	P	P
	3118	Bakeries and tortilla manufacturing	P	P
	3119	Other food manufacturing	P	P
312	Beverage and Tobacco Product Manufacturing			
	3121	Beverage manufacturing	P	P
	31211	Soft drink and ice manufacturing	P	P
	312111	Soft drink manufacturing	P	P
	312112	Bottled water manufacturing	P	P
	312113	Ice manufacturing	P	P
	31212	Breweries	C	P
	31213	Wineries	P	P
	31214	Distilleries	C	P
	3122	Tobacco manufacturing	P	P

313	Textile Mills			
	3131	Fiber, yarn, and thread mills	P	P
	3132	Fabric mills	P	P
	3133	Textile and fabric finishing and fabric coating mills	P	P
314	Textile Product Mills			
	3141	Textile furnishings mills	P	P
	3149	Other textile product mills	P	P
315	Apparel Manufacturing			
	3151	Apparel knitting mills	P	P
	3152	Cut and sew apparel	P	P
	3159	Apparel accessories and other apparel manufacturing	P	P
316	Leather and Allied Product Manufacturing			
	3161	Leather and hide tanning and finishing	X	P
	3162	Footwear manufacturing	P	P
	31621	Footwear manufacturing	P	P
	3169	Other leather and allied product manufacturing	P	P
321	Wood Product Manufacturing			
	3211	Sawmills and wood preservation	X	P
	3212	Veneer, plywood, and engineered wood product manufacturing	X	P
	3219	Other wood product manufacturing	P	P
322	Paper Manufacturing			
	3221	Pulp, paper, and paperboard mills	X	P
	3222	Converted paper product manufacturing	P	P
323	Printing and Related Support Activities			
	3231	Printing and related support activities	P	P
324	Petroleum and Coal Products Manufacturing			
	3241	Petroleum and coal products manufacturing	X	P
	324110	Petroleum and Oil Refineries	X	X
325	Chemical Manufacturing			
	3251	Basic chemical manufacturing	X	P
	3252	Resin, synthetic rubber, and artificial and synthetic fibers and filaments manufacturing	X	P
	3253	Pesticide, fertilizer, and other agricultural chemical manufacturing	X	P
	3254	Pharmaceutical and medicine manufacturing	P	P
	3255	Paint, coating, and adhesive manufacturing	X	C
	3256	Soap, cleaning compound, and toilet preparation manufacturing	P	P
	3259	Other chemical product and preparation manufacturing	X	P
	32591	Printing ink manufacturing	X	P
	32592	Explosives manufacturing	X	P
	32599	All other chemical product and preparation manufacturing	X	P

	325991	Custom compounding of purchased resins	P	P
	325992	Photographic film, paper, plate, and chemical manufacturing	X	P
	325998	All other miscellaneous chemical product and preparation manufacturing	X	P
326	Plastics and Rubber Products Manufacturing			
	3261	Plastics product manufacturing	X	P
	32611	Unsupported plastics film, sheet, and bag manufacturing	X	P
	32612	Plastics pipe, pipe fitting, and unsupported profile shape manufacturing	X	P
	32613	Laminated plastics plate, sheet, and shape manufacturing	X	P
	32614	Polystyrene foam product manufacturing	X	P
	32615	Urethane and other foam product (except polystyrene) manufacturing	X	P
	32616	Plastics bottle manufacturing	X	P
	32619	Other plastics product manufacturing	X	P
	3262	Rubber product manufacturing	X	P
	32621	Tire manufacturing	X	P
	326211	Tire manufacturing (except retreading)	X	P
	326212	Tire retreading	X	P
	32622	Rubber and plastics hoses and belting manufacturing	P	P
	32629	Other rubber product manufacturing	P	P
	326291	Rubber product manufacturing for mechanical use	C	P
	326299	All other rubber product manufacturing	P	P
327	Nonmetallic Mineral Product Manufacturing			
	3271	Clay product and refractory manufacturing	P	P
	3272	Glass and glass product manufacturing	P	P
	3273	Cement and concrete product manufacturing	X	P
	3274	Lime and gypsum product manufacturing	X	P
	3279	Other nonmetallic mineral product manufacturing	X	P
331	Primary Metal Manufacturing			
	3311	Iron and steel mills and ferroalloy manufacturing	X	P
	3312	Steel product manufacturing from purchased steel	X	P
	3313	Alumina and aluminum production and processing	X	P
	3314	Nonferrous metal (except aluminum) production and processing	X	P
	3315	Foundries	X	P
332	Fabricated Metal Product Manufacturing			
	3321	Forging and stamping	P	P
	3322	Cutlery and hand tool manufacturing	P	P
	3324	Architectural and structural metals manufacturing	P	P
	3325	Boiler, tank, and shipping container manufacturing	P	P
	3326	Hardware manufacturing	P	P

	3327	Spring and wire product manufacturing	P	P
	3328	Machine shops; turned product; and screw, nut, and bolt manufacturing	P	P
	33281	Coating, engraving, heat treating, and allied activities	P /X ¹	P /X ¹
	3329	Coating, engraving, heat treating, and allied activities	P	P
	33291	All other fabricated metal product manufacturing	P	P
	33299	Metal valve manufacturing	P	P
	32991	All other fabricated metal product manufacturing	P	P
	32992	Ball and roller bearing manufacturing	X	P
	32993	Small arms ammunition manufacturing	X	P
	32994	Ammunition (except small arms) manufacturing	X	P
	32995	Other ordnance and accessories manufacturing	X	P
	32996	Fabricated pipe and pipe fitting manufacturing	P	P
	32997	Industrial pattern manufacturing	P	P
	32998	Enameled iron and metal sanitary ware manufacturing	P	P
	32999	All other miscellaneous fabricated metal product manufacturing	P	P
333	Machinery Manufacturing			
	3331	Agriculture, construction, and mining machinery manufacturing	P	P
	3332	Industrial machinery manufacturing	P	P
	3333	Commercial and service industry machinery manufacturing	P	P
	3334	Ventilation, heating, air-conditioning, and commercial refrigeration equipment manufacturing	P	P
	3335	Metalworking machinery manufacturing	P	P
	3336	Engine, turbine, and power transmission equipment manufacturing	P	P
	3339	Other general purpose machinery manufacturing	P	P
334	Computer and Electronic Product Manufacturing			
	3341	Computer and peripheral equipment manufacturing	P	P
	3342	Communications equipment manufacturing	P	P
	3343	Audio and video equipment manufacturing	P	P
	3344	Semiconductor and other electronic component manufacturing	P	P
	3345	Navigational, measuring, electromedical, and control instruments manufacturing	P	P
	3346	Manufacturing and reproducing magnetic and optical media	P	P
335	Electrical Equipment, Appliance, and Component Manufacturing			
	3351	Electric lighting equipment manufacturing	P	P
	3352	Household appliance manufacturing	P	P
	3353	Electrical equipment manufacturing	P	P
	3359	Other electrical equipment and component manufacturing	P	P
336	Transportation Equipment Manufacturing			
	3361	Motor vehicle manufacturing	X	P

	3362	Motor vehicle body and trailer manufacturing	X	P
	3363	Motor vehicle parts manufacturing	P	P
	3364	Aerospace product and parts manufacturing	X	P
	3365	Railroad rolling stock manufacturing	X	P
	3366	Ship and boat building	X	P
	33661	Ship and boat building	X	P
	336611	Ship building and repair	P	P
	336612	Boat building	X	P
	3369	Other transportation equipment manufacturing	X	P
	33699	Other transportation equipment manufacturing		
	336991	Motorcycle, bicycle, and parts manufacturing	P	P
	336992	Military armored vehicle, tank, and tank component manufacturing	X	P
	336999	All other transportation equipment manufacturing	X	P
337	Furniture and Related Product Manufacturing			
	3371	Household and institutional furniture and kitchen cabinet manufacturing	P	P
	3372	Office furniture (including fixtures) manufacturing	P	P
	3379	Other furniture related product manufacturing	P	P
339	Miscellaneous Manufacturing			
	3391	Medical equipment and supplies manufacturing	P	P
	3399	Other miscellaneous manufacturing	P	P
42	Wholesale Trade		P	P
444	Building Material and Garden Equipment and Supplies Dealers			
	44411	Home Centers	P	X
	44419	Other building materials dealers (with sales of bulk construction materials to contractors)	P	X
	5324	Commercial and Industrial machinery and equipment rental and leasing (except 53242 – Office machinery and equipment)	P	P
611	Educational Services			
	6111	Elementary and secondary schools (and IH)	C	X
	6112	Junior colleges (and IH)	C	X
	6113	Colleges, universities, and professional schools (and IH)	C	X
	6114	Business schools and computer and management training	C	X
811	Repair and Maintenance			
	8112	Electronic and precision equipment repair and maintenance	P	P
	8114	Personal and household goods repair and maintenance	P	P
812	Personal and Laundry Services			
	81232	Dry cleaning and laundry services (except coin-operated)	P	P

	Miscellaneous		
	Offsite hazardous waste treatment and storage facilities (subject to state siting criteria)	P	X
	Branch banks	P	P

¹ Electroplating and related uses not permitted.

² Due to the unique character and combination of uses in the Columbia Business Center area, uses existing prior to March 11, 2004, on parcels zoned IL in the Columbia Business Center may be altered, expanded or replaced regardless of use limitations in Table 20.440.030-2.

Section 10. Vancouver Municipal Code Section 20.450.030 entitled “Uses” as last amended by Ordinance M-4701 is hereby amended as follows:

Section 20.450.030 Uses.

A. Types of uses. For the purposes of this chapter, there are four kinds of use:

1. A permitted (P) use is one that is permitted outright, subject to all of the applicable provisions of this Title. Although permitted by right, most of these uses are still subject to the Site Plan Review, as governed by Chapter 20.270 VMC.

2. A limited (L) use is permitted outright providing it is in compliance with special requirements, exceptions or restrictions. Most uses also are subject to Site Plan Review, as governed by Chapter 20.270 VMC. If not subject to Site Plan Review, such a use may be subject to a Type I review, per the requirements in Section 20.210.040 VMC.

3. A conditional use (C) is a discretionary use reviewed by the Hearings Examiner. The approval

criteria and approval process are set forth in Chapters 20.245 VMC and 20.210 VMC, governing Conditional Uses and Decision-Making Procedures, respectively.

4. A prohibited use (X) is one that is not permitted in a zoning district under any circumstances.

B. Use tables. Lists of permitted, limited, conditional, and prohibited uses in Open Space Districts are presented in Tables 20.450.030-1 and 20.450.030-2. Specialized open space uses and activities are set forth in Table 20.450.030-1. Uses described in the Use Classification section (20.160 VMC), are set forth in Table 20.450-2. Special limitations on uses are set forth in section 20.450.050.

Table 20.450.030-2					
Permitted, Limited, Conditional and Prohibited Uses in Open Space District					
		Greenway			
USE	Natural Area	Vancouver Lake	Lettuce Fields²	General	Park¹
RESIDENTIAL					
Household Living	X	X/L ³	X/L ³	X/L ³	X/L ³
Group Living	X	X	X	X	X
Transitional Housing	X	X	X	X	X
Home Occupation	X	X	X	X	X
HOUSING TYPES					
Single Dwelling, Attached	X	X	X	X	X
Single Dwelling, Detached	X	X/L ³	X/L ³	X/L ³	X/L ³
Accessory Dwelling Units	X	X	X	X	X
Duplexes	X	X	X	X	X
Multi-Dwelling Units	X	X	X	X	X
Existing Manufactured Home Development	X	X	X	X	X
Designated Manufactured Home	X	X	X	X	X
New Manufactured Home	X	X	X	X	X

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CIVIC (Institutional)					
Colleges	X	X	X	X	X
<u>Community Centers</u>	<u>X</u>	<u>X</u>	<u>X</u>	<u>X</u>	<u>X</u>
Community Recreation	X	X	X	X	P
Cultural Institutions	X	X	X	X	P
Day Care					
- Family Day Care	X	X	X	X	P
- Child Care Center	X	X	X	X	X
- Adult Day Care	X	X	X	X	P
Emergency Services	X	X	X	X	X
Human Service Facilities	X	X	X	X	P
Medical Centers	X	X	X	X	X
Postal Service	X	X	X	X	X
Religious Institutions	X	X	X	X	X
Schools	X	X	X	X	P
Social/Fraternal Clubs	X	X	X	X	X
COMMERCIAL					
Commercial <u>and Transient</u> Lodging	X	X	X	X	X
Eating/Drinking Establishments	X	X	X	X	X
Entertainment-Oriented					
- Adult Entertainment	X	X	X	X	X
- Indoor Entertainment	X	X	X	X	X
- Major Event Entertainment	X	X	X	X	X
General Retail					
- Sales-Oriented	X	X	X	X	X
- Personal Services	X	X	X	X	X
- Repair-Oriented	X	X	X	X	X
- Bulk Sales	X	X	X	X	X
- Outdoor Sales	X	X	X	X	X
Motor Vehicle Related					
- Motor Vehicle Sales/Rental	X	X	X	X	X
- Motor Vehicle Servicing/Repair	X	X	X	X	X
- Vehicle Fuel Sales	X	X	X	X	X
- Electric Vehicle Re- charging Station	X	X	X	X	X
Office					

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- General	X	X	X	X	X
- Medical	X	X	X	X	X
- Extended	X	X	X	X	X
Non-Accessory Parking	X	X	X	X	X
Self-Service Storage	X	X	X	X	X
Marina	X	X	X	X	X
INDUSTRIAL		X	X	X	X
Industrial Services	X	X	X	X	X
Manufacturing and Production	X	X	X	X	X
- Light Industrial	X	X	X	X	X
- General Industrial	X	X	X	X	X
- Heavy Industrial	X	X	X	X	X
Railroad Yards	X	X	X	X	X
Research and Development	X	X	X	X	X
Warehouse/Freight Movement	X	X	X	X	X
Wholesale Sales	X	X	X	X	X
Waste-Related	X	X	X	X	X
Major Utility Facilities	X	X	X	X	X
OTHER					
Agriculture/Horticulture	X	X	X	X	X
Airport/Airpark	X	X	X	X	X
Animal Kennels/Shelters	X	X	X	X	
Cemeteries	X	X	X	X	X
Detention & Post Detention Facilities	X	X	X	X	X
Dog Day Care	X	X	X	X	X
Heliports	X	X	X	X	X
Mining	X	X	X	X	X
Public Facilities and Utilities					
- Essential Utilities	X	P	L ⁶	L ⁷	L ⁷
- Major Utilities	X	X	X/C ⁶	C	C
- Essential Public Facilities	X	X	C ⁶	C	C
- Other Major Utilities	X	X	X	C	C
- Minor Utilities	X	C	L ⁶	C ⁷	C ⁷
- Public Utility Corridors	X	C	C ⁶	C	C
- Transportation Facilities	X	C	C ^{8/X}	C	
Rail Lines	X	X	X	C	C

ORDINANCE - 67

Option B

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Recreational or Medical Marijuana Facilities	X	X	X	X	X
Temporary Uses	X	X	X	X	X
Wireless Communication Facilities	X	C/L ⁹	X	C ¹⁰	C

¹ Parks shall be developed in accordance with the standards set forth in Section 20.450.040 VMC.

² All uses in the Lettuce Fields Greenway District are subject to the special provisions for uses in 20.450.050(A).

³ Caretaker residence or existing dwellings are permitted. In the Lettuce Fields Greenway District, only existing dwellings are permitted. New dwellings, including guest houses, accessory dwelling units, bed and breakfast establishments, etc. are prohibited. In the Vancouver Lake Greenway District, single-family dwellings require a minimum of 160 acres each.

⁴ Family day care homes for no more than 12 children are permitted when licensed by the state. Family day care homes and child care centers (13 or more children) must meet the standards outlined in Chapter 20.840 VMC.

⁵ Subject to the provisions of VMC 20.895.030 Cemeteries.

⁶ Subject to the development standards of 20.450.040(B)(5).

⁷ Plans for the construction or extension of essential utility services are to be reviewed and approved by development review staff. Utilities shall be installed underground or screened as to not be visible within the Greenway or Park. No septic fields are allowed.

⁸ Only transit stops and shelters and bicycle parking integrated with automobile parking at trailheads are permitted by conditional use. Other transportation facilities are prohibited.

⁹ Permitted subject to the requirements of Section 20.890 VMC.

¹⁰ Permitted only as co-location and through the conditional use process.

Section 11. Vancouver Municipal Code Chapter 20.870 entitled “Human Services Facilities” as

last amended by Ordinance M-3643 is hereby repealed in its entirety:

ORDINANCE - 68

Chapter 20.870

HUMAN SERVICES FACILITIES

Sections:

20.870.010 Purpose.

20.870.020 Types.

20.870.030 Approval Process.

20.870.040 Approval Criteria

20.870.050 Development Standards.

20.870.060 Existing Facilities.

Section 20.870.010 Purpose.

~~Community benefits. Facilitating the provision of basic shelter, food, job training and other health and social services to those City residents in need is an important function of the community. At the same time, it is important that these be regulated in a way that minimizes any adverse off-site impacts, particularly in established neighborhoods where such facilities tend to be located. There is a particular concern that no area bear a disproportionate burden in the provision of these services. The purpose of this Chapter is to identify the procedures and criteria by which such Human Service Facilities will be reviewed.~~

~~(M 3643, Added, 01/26/2004)~~

~~**Section 20.870.020 Types.** A. Class 1 facility. A Class 1 facility is a facility defined as Transitional Housing pursuant to the definition in Section 20.160.020(A)(3) VMC.~~

~~B. Class 2 facility. A Class 2 facility is (1) a human services facility other than a Class 1 facility as defined in Subsection A above, which (2) serves an average of 75 or more clients per day based on the number of days per week that the facility serves its clients.~~

~~C. Class 3 facility. Class 3 facility is (1) a human service facility other than a Class 1 or 2 facility as defined in Subsections A and B above; which (2) serves an average of 20-74 clients per day based on the number of days per week that the facility serves its clients.~~

~~D. Exemption. If the application for location, relocation or expansion of a human service facility states that said facility is to serve an average of 19 or fewer clients per day, based on the number of days per weeks that the facility serves its clients, said facility shall be exempt from the requirements of this Chapter.~~

~~(M-4034, Amended, 12/03/2012, Sec 26 Effective 01/03/2013; M-3643, Added, 01/26/2004)~~

~~**Section 20.870.030 Approval Process.** A. Any new or expanded Human Service Facility shall be reviewed as a Type III, pursuant to VMC 20.210.060, with demonstration of compliance with approval criteria contained in VMC 20.870.040.~~

~~B. Co-location of services. The City shall encourage clustering of services, including multi-service centers, in areas or situations where such clustering will measurably improve the effective and efficient delivery of services to clients and minimize or reduce adverse impacts to the adjacent neighborhood. In recognition of this, an applicant may request a waiver or reduction of the spacing standards contained in VMC 20.870.050 to a service in an existing Human Service facility by means of a Type II, pursuant to Section 20.210.050 VMC, if the applicant demonstrates that co-location of facilities will:~~

- ~~1. Provide a range of services to the same or similar client population;~~
- ~~2. Reduce cumulative impacts of the services that would occur if they were separately located;~~
- ~~3. Improve coordination of services by addressing gaps in services or by reducing duplication of~~

services; and

~~4. Improve the ability of the client population to access needed services in a more efficient and coordinated way.~~

~~C. Modification of spacing requirements~~

~~1. An applicant for a Human Service Facility may request a modification of the spacing requirements contained in Section 20.870.050 VMC by up to 20% as part of the approval pursuant to Subsection A above by demonstrating that there is a lack of feasible alternative sites outside of the dispersal area.~~

~~2. An applicant for a Human Service Facility may request a modification of the spacing requirements contained in Section 20.870.050 VMC by more than 20% as part of the initial approval pursuant to Subsection (A) above that all the following conditions and facts exist:~~

~~a. The facts presented constitute an exeptional situation that provides for relief under this provision;~~

~~b. The applicant has demonstrated there is a lack of feasible alternative sites outside of the dispersal area;~~

~~c. Approval of the application will not be substantially detrimental to the public health, safety and welfare or to the property and improvements in the neighborhood.~~

~~(ACM M-3363, Amended, 12/20/2013, Change reference of 20.210.040 to 20.210.020 Type II applicaitons; M-4034, Amended, 12/03/2012, Sec 27 Effective 01/03/2013; M-3663, Amended, 08/02/2004, Sec 21; M-3643, Added, 01/26/2004)~~

~~Section 20.870.040 Approval Criteria~~

~~A. Compatibility. The establishment, maintenance or operation of the facility will not, under the circumstances of the particular case, be significantly detrimental to the health, safety or general welfare of persons residing or working in the neighborhood of such proposed use or be significantly detrimental or injurious to the property or improvements in the neighborhood or to the general welfare of the City.~~

~~B. Compliance with applicable regulations. Demonstration that the applicant has complied with all standards and regulation contained in this Chapter.~~

~~(M 3643, Added, 01/26/2004)~~

~~Section 20.870.050 Development Standards. A. Class 1 facility. All such facilities shall be required to comply with each of the following standards:~~

~~1. A Transitional Housing provider shall not be sited less than one mile from another such facility or less than 1,320 feet from any Class 2, 3 or other human service facility as defined herein, or from any Residential Care Center defined at VMC 20.150.040. The distances required by this provision shall be measured by following a straight line, without regard to intervening buildings, from the nearest property line of the proposed facility to the nearest property line of the closest existing facility.~~

~~2. All functions associated with such a facility must take place within the building proposed to house the facility, provided, that this regulation shall not apply to facilities that provide services to persons at different locations.~~

~~3. Restrooms must be provided to serve the expected number of clients at peak periods and these must be kept in working order.~~

~~4. Outdoor waiting for clients may be restricted and if allowed shall not be in the public right of way and must be physically separated from the public right of way. Any such outdoor waiting facility must be large enough to accommodate the expected numbers of clients.~~

~~5. A maintenance plan for the exterior of the building and site must be submitted with the application and must be followed. The plan must provide for the building and site to be maintained at a level that will not detract from the character of the surrounding area.~~

~~6. A litter control plan must be submitted with the application and must be followed. The plan must provide for effective litter removal at or near the site of the facility.~~

~~7. Sufficient off-street parking must be provided for staff and clients.~~

~~B. Class 2 facility. All such facilities shall be required to comply with each of the following standards:~~

~~1. Class 2 facilities shall be sited not less than 1,320' from any other Class 1, 2, or 3 facility as defined herein. The distances required by this provision shall be measured by following a straight line, without regard to intervening buildings, from the nearest property line of the proposed facility to the nearest property line of the closest existing facility.~~

~~2. Functions associated with such a facility must take place within the building proposed to house the facility, provided that this regulation shall not apply to facilities that provide services to persons at different locations.~~

~~3. Restrooms must be provided to serve the expected number of clients at peak periods and these must be kept in working order.~~

~~4. Outdoor waiting for clients may be restricted and if allowed shall not be in the public right of~~

~~way and must be physically separated from the public right-of-way. Any such outdoor waiting facility must be large enough to accommodate the expected numbers of clients.~~

~~5. A maintenance plan for the exterior of the building and site must be submitted with the application and must be followed. The plan must provide for the building and site to be maintained at a level that will not detract from the character of the surrounding area.~~

~~6. A litter control plan must be submitted with the application and must be followed. The plan must provide for effective litter removal at or near the site of the facility.~~

~~7. Sufficient off-street parking must be provided for staff and clients.~~

~~C. Class 3 facility. All such facilities shall be required to comply with each of the following standards:~~

~~1. Class 3 facility may be located, relocated or expanded if there are no more than four existing Class 3 facilities within 2,000' of the center of the proposed Class 3 site.~~

~~2. All functions associated with such a facility must take place within the building proposed to house the facility, provided, that this regulation shall not apply to facilities that provide services to persons at different locations.~~

~~3. Restrooms must be provided to serve the expected number of clients at peak periods and these must be kept in working order.~~

~~4. Outdoor waiting for clients may be restricted and if allowed shall not be in the public right-of-way and must be physically separated from the public right-of-way. Any such outdoor waiting facility must be large enough to accommodate the expected numbers of clients.~~

~~5. A maintenance plan for the exterior of the building and site must be submitted with the application and must be followed. The plan must provide for the building and site to be maintained at a level that will not detract from the character of the surrounding area.~~

~~6. A litter control plan must be submitted with the application and must be followed. The plan must provide for effective litter removal at or near the site of the facility.~~

~~7. Sufficient off street parking must be provided for staff and clients.~~

~~(M-3643, Added, 01/26/2004)~~

~~**Section 20.870.060 Existing Facilities.**~~

~~A. Registration. Facilities existing as of November 1, 1991, shall be required to register with the Planning Official and shall provide information regarding size, function and number of clients served.~~

~~B. Compliance with regulations. Such facilities shall be required to comply with all standards and regulations as set forth in this Chapter except spacing requirements within 90 calendar days of the date of receipt of the City's written notice requesting compliance. Spacing and location requirements as set forth herein shall be met by any facility whose client numbers or operations change so that such facility becomes either a Class 1, 2 or 3 facility.~~

~~C. Abandonment. Any existing facility that is abandoned for a continuous period of one year or more must meet the spacing and location requirements as set forth in this Chapter to be re-established at the same location.~~

~~(M-3643, Added, 01/26/2004)~~

Section 12. Vancouver Municipal Code Section 20.945.070 entitled “Minimum Off-Street Parking Requirements” as last amended by Ordinance M-4223 is hereby amended as follows:

Section 20.945.070 Minimum Off-Street Parking Requirements.

A. Parking requirements for unlisted uses.

1. The Planning Official may rule that a use not specifically listed in Table 20.945.070–2 below is a use similar to a listed use and that the same parking standards shall apply. If the applicant requests that the Planning Official’s decision be rendered in writing, it shall constitute an interpretation, as governed by Chapter 20.255 VMC; and

2. The Planning Official shall maintain a list of approved unlisted use parking requirements that have the same effect as an amendment to this chapter.

B. Choice of parking requirements. When a building or use is planned or constructed in such a manner that a choice of parking requirements could be made, the use which requires the greater number of parking spaces shall govern.

C. Measurements. The following measurements shall be used in calculating the total minimum number of vehicle parking spaces required in this chapter:

1. Fractions. Fractional space requirements of up to 0.5 shall be rounded down to the next whole number and 0.5 or greater rounded up to the next whole number.

2. Employees. Where employees are specified for the purpose of determining the minimum

vehicle parking spaces required, the employees counted are those who work on the premises during the largest shift at the peak season.

3. Students. When students are specified for the purpose of determining the minimum vehicle parking spaces required, the students counted are those who are on the campus during the peak period of the day during a typical school term.

4. Space. Unless otherwise noted, where gross square feet (gsf) are specified, the area measured shall be gross floor area under the roof measured from the faces of the structure, excluding only space devoted to covered off-street parking or loading.

D. Exclusions to minimum vehicle parking requirements. The following shall not be counted towards the computation of the minimum parking spaces as required in Table 20.945.070-2 below:

1. On-street parking. Parking spaces in the public street or alley shall not be eligible as fulfilling any part of the parking requirement except as provided elsewhere in this title;

2. Fleet parking. Required vehicle parking spaces may not be used for storage of fleet vehicles, except when a use can show that employee and fleet parking spaces are used interchangeably, (e.g., the employee drives the fleet vehicle from home, or the spaces are used for fleet storage only at night and are available for employee use during the day). For the purposes of this title, space exclusively devoted to the storage of fleet vehicles will be considered as outdoor storage.

E. Reductions in minimum required vehicle parking.

1. The Planning Official may reduce the minimum off-street vehicle parking spaces required in

Table 20.945.070-2 by up to 10% in new non-residential developments by means of a Type I procedure, when an applicant for a development permit can demonstrate in a parking study prepared by a traffic consultant or in parking data from comparable sites that:

- a. The requested reduction in parking will not have an adverse impact on uses in the immediate vicinity.
- b. Use of transit, demand management programs, and/or special characteristics of the customer, client, employee or resident population will reduce expected vehicle use and parking space demand for this development, as compared with Institute of Transportation Engineers (ITE) vehicle trip generation rates and minimum city parking requirements.
- c. The city shall not be responsible for providing parking for a development should a reduction in required parking under this section result in a deficit in parking that is not desirable to the owner of the property or use.

2. The Planning Official may reduce the minimum off-street vehicle parking spaces required in Table 20.945.070–2 up to 20% if the required conditions detailed in Section 20.945.070(E)(1) and (2) are met. Reductions in parking minimums shall be cumulative and inclusive of reductions allowed under any provision of Vancouver Municipal Code Title 20.

- a. For every five bicycle parking spaces provided which meet bicycle parking design standards or for each bicycle locker (two-bicycle capacity), the minimum motor vehicle parking requirement may be reduced by one space up to 7 % of total required vehicle parking spaces. Mixed-use developments using this provision shall provide bicycle parking indoors.

b. Sites where at least 20 parking spaces are required and where at least one street lot line abuts a designated arterial roadway, transit supportive plazas may be substituted for up to 5% of required vehicle parking.

1. The plaza must be adjacent to the arterial street. If there is a bus stop along the site's frontage, the plaza must be adjacent to the bus stop.

2. The plaza must be at least 300 sq. ft. in area and be shaped so that a 10 foot by 10 foot square will fit entirely within the plaza.

3. The plaza must be open to the public, contain a bench or other sitting area, contain a shelter or other weather protection covering at least 20 sq. ft., and shall have at least 10% and no more than 25% landscaping.

c. Building Orientation/Site Design Incentive. Developments which incorporate all of the following building orientation/site design characteristics into the site plan shall be eligible for a 5% reduction in required on-site parking.

1. Build to the Sidewalk. Buildings located as close as possible to the public street and sidewalk, preferably at the minimum required setback. Primary entrance shall be oriented toward the street.

2. Provide public spaces. Commercial development should provide spaces for civic interaction. To make these more accessible and accommodating to the public, pedestrian plazas, street furniture and landscaped open spaces should be incorporated as site amenities.

3. Build to the corner. Buildings on corner lots should be located on the street corner with

building frontage on both streets with primary entrances oriented toward the intersection. If no buildings are located at street corners, pedestrian plazas and amenities should provide a focus for the area. Intersection vision clearance standards shall apply.

4. Pad Development. Pad development should be located at the corners of a development or at the intersection created by the site driveway with the public street. The location and site design of pad development should integrate seamlessly with the on-site pedestrian circulation plan and all off-site pedestrian, bicycle and transit facilities.

3. A request to reduce the required minimum parking more than 20% is subject to a Type II Variance procedure.

F. Parking in City Center (CX) Zone

The following minimum requirements shall apply, in accordance with Section 20.630.050 (Parking Control), in all areas zoned City Center District (CX):

Table 20.945.070-1 CX District Parking Space Requirements	
Land Use	Parking Requirements
Residential	1 space/dwelling unit
Transient Lodging	1/space/living unit
Congregate Care Facilities	1 space/two (2) living units
All other uses	1 space/1,000 sq. ft. of floor area

G. Parking in Transit Overlay District

Developments located within the Transit Overlay District may be subject to special parking standards contained in VMC 20.550.

H. Application of Parking Requirements

1. Notwithstanding any other requirement of this chapter, no parking shall be required for any commercial use located in an existing structure which abuts Main Street between Fifth Street and McLoughlin Boulevard, up to and including the first two floors above street level, and any basement levels. The requirements for uses in all floors of three stories or above shall be the same as that in all other areas in the City Center District (CX).

2. In addition, notwithstanding any other requirements of this chapter, requirements for off-street parking shall not apply within the Community Commercial District (CC) extending from McLoughlin Boulevard to Fourth Plain Boulevard in the event of a change in commercial occupancy of a building or of a remodeling of a commercial structure if the original floor area is not exceeded by 25%. This provision does not apply to conversion of residential occupancy to commercial occupancy. The requirements for off-street parking for the Community (CC) Commercial District within this area shall be based on the City Center (CX) District Parking Requirements of VMC Table 20.945.070-1 and shall only be for the total area of additions in excess of 25% of the floor area in existence on July 19, 2010.

3. Commercial uses in the CN, Neighborhood Commercial District may count available on-street parking spaces which are immediately adjacent to the development toward the minimum on-site parking requirement.

4. Parking stalls used for Electric Vehicle Basic Charging Stations and Rapid Charging Stations shall be counted toward the minimum number of required parking stalls in a development.

I. Use of Public Parking

The requirements for off-street parking can be satisfied by execution of a long-term lease for a segment of equivalent parking in an existing public or private parking facility. Lease fees in public facilities would be at market rates as established and adjusted by the Vancouver City Council after considering the advice of the Parking Advisory Committee. Continued leasing of such space shall be required, and failure to provide the required parking shall be cause for revocation of the occupancy permit for the structure involved.

J. Specific requirements for minimum parking. Parking shall be provided for uses as per Table 20.945.070-2 below.

Table 20.945.070-2

Minimum Off-Street Vehicle Parking Requirements

Use	Minimum
RESIDENTIAL	
Household Living	See Housing Types below
Group Living	1 space/7 residents served under age 12 1 space per resident served ages 12-17 1 space per resident served age 18 or older
Transitional Housing	1:3 beds
Home Occupation	None
HOUSING TYPES	
Single Dwelling, Attached	1.0/DU ¹
Single Dwelling, Detached	1.0/DU

Accessory Dwelling Units	1.0/DU
Duplexes	1.0/DU
Multi-Dwelling Units	1.5/DU ⁴
Manufactured Home Subdivisions	1.0/DU
Manufactured Home Parks	1.0/DU
CIVIC (Institutional)	
Basic Utilities	None
Community Centers	Per Approved Parking Study
Community Recreation	Per Approved Parking Study
Cultural Institutions	1:400 sq. ft.
Day Care	
- Child Care	Family Day Care Home: none Institutional: 1.0/employee + 1.0/12 children served
- Adult Day Care	Family Day Care Home: none Institutional: 1.0/employee + 1.0/12 clients served
- Dog Day Care	1.0/employee + 1.0/12 animals served
Emergency Services	1:300
Human Service Facilities	Refer to specific use type
Medical Centers	1.0/4 beds (hospital, residential care center); 1.0/2 beds for patients or residents (convalescent hospital, nursing home, congregate care facility)
Parks/Open Space	
- Neighborhood Parks	Parks Department to Determine
- Community Parks	
- Regional Parks	
- Trails	None
Postal Service	1:300
Religious Institutions	1.0/6 seats or 12' of bench in main assembly area
Social/Fraternal Clubs	1/100
Transportation Facility	None
Schools	
- Preschool	2/classroom
- Elementary and Middle	1 space/4 seats or 8 feet of bench length in auditorium or assembly room, whichever is greater
- High School	1 space/employee, plus 1 space/each 6

	students, or 1 space/4seats or 8 feet of bench length in auditorium, whichever is greater.
- College* *Classrooms = 30 students Lecture halls require additional parking of 12 spaces per 30 seats. Additional parking may be required as determined by Planning Official.	1/ space/3 seats in classroom
COMMERCIAL	
Commercial and Transient Lodging	1.0/lodging unit
Eating/Drinking Establishments	1/250
Entertainment-Oriented	
- Adult Entertainment	Refer to specific use, i.e. theater, book or video store
Indoor Entertainment	
- Movie/Live Performance Theaters	1.0/6 seats or 12' bench
- Skating Rinks/Arcades	1.0/150
- Bowling Alleys	5 spaces per lane
- Shooting Ranges	1 space per lane
- Major Event Entertainment	1.0/6 seats or 12' bench
General Retail	
- Sales-Oriented	1/300
- Personal Services	1/400
- Repair-Oriented	1/400
- Bulk Sales	(a) Properties with less than 10,000 square feet of open sales or rental area shall provide 1 space for each one thousand square feet of gross floor area, plus one space for each 2,500 sq. ft of open sales or rental area. (b) Properties with 10,000 square feet or more of open sales or rental area shall provide 1 space for each 1,000 square feet of gross floor area, plus 4 spaces, plus one 1 space for each 10,000 square feet of open sales or rental area in excess of 10,000 sq. ft.
- Outdoor Sales	Same as Bulk Sales
Animal Kennel/shelters	1/600 plus 1 per employee
Motor Vehicle Related	
- Motor Vehicle Sales/Rental	(a) Properties with less than 10,000 square feet of open sales or rental area shall provide

	1 space for each one thousand square feet of gross floor area, plus one space for each 2,500 sq. ft. of open sales or rental area. (b) Properties with 10,000 square feet or more of open sales or rental area shall provide 1 space for each 1,000 square feet of gross floor area, plus 4 spaces, plus one 1 space for each 10,000 square feet of open sales or rental area in excess of 10,000 sq. ft.
- Motor Vehicle Servicing/Repair	1/500
- Vehicle Fuel Sales ³	No less than 2
- Elec. Vehicle Re-charging Station	None
Office	
- General	1/400
- Medical	1/200
- Extended	1/300
Non-Accessory Parking	N/A
Self-Service Storage	Based on area of office
Marina	
INDUSTRIAL	
Industrial Services	1/600
Manufacturing and Production	1/800
Railroad Yards	None
Research and Development	1/600
Warehouse/Freight Movement	1/2000
Wholesale Sales	1/1250
Waste-Related	1 space per 200 sq. ft. of office space, plus 1 space per employee
OTHER	
Agriculture/Horticulture	None
Airport/Airpark	None
Cemeteries	1.0/6 seats or 12' of bench in chapels
Detention Facilities	1.0/3 beds
Heliports	None
Mining	1 per employee maximum shift
Rail Lines/Utility Corridors	None
Temporary Uses	None
Wireless Communication Facilities	One

¹ DU=Dwelling Unit

² Does not include outpatient clinics or medical offices; see Medical/Dental Offices.

³ Gasoline stations offering other retail goods for sale, in enclosed spaces accessible by the customer, shall also comply with the parking requirements for convenience stores. Gasoline stations providing vehicle repair or maintenance services shall also comply with the parking requirements for vehicle repair or service facilities.

⁴ Senior multi-family housing project shall provide on-site parking at a minimum rate of one space per dwelling unit.

Section 13. Severability. If any clause, sentence, paragraph, section, or part of this ordinance or the application thereof to any person or circumstances shall be adjudged by any court of competent jurisdiction to be invalid, such order or judgment shall be confined in its operation to the controversy in which it was rendered and shall not affect or invalidate the remainder of any parts thereof to any other person or circumstances and to this end the provisions of each clause, sentence, paragraph, section or part of this law are hereby declared to be severable.

Section 14. This Ordinance shall be effective thirty days after adoption.

Option B

11/19/18

Read first time:

Ayes: Councilmembers

Nays: Councilmembers

Absent: Councilmembers

Read second time:

PASSED by the following vote:

Ayes: Councilmembers

Nays: Councilmembers

Absent: Councilmembers

SIGNED this _____ day of _____, 2018.

Anne McEnery-Ogle, Mayor

Natasha Ramras, City Clerk
By: Carrie Lewellen, Deputy City Clerk

Approved as to form:

E. Bronson Potter, City Attorney

ORDINANCE - 87

SUMMARY

ORDINANCE NO. _____

AN ORDINANCE repealing the current chapter 20.870 VMC relating to the siting of Human Services Facilities; amending chapters 20.160 VMC Use Classifications, 20.180 VMC Fees, 20.225 Summary of Land Use Permits, 20.410 Lower Density Residential Districts, 20.420 Higher Density Residential Districts, 20.430 Commercial and Mixed Use Districts, 20.440 Industrial Districts, 20.450 Open Space Districts, 20.945 Parking and Loading; and providing for an effective date.

The full text of this ordinance will be mailed upon request. Contact Raelyn McJilton, Records Officer at (360) 487-8711, or via www.cityofvancouver.us (Go to City Government and Public Records).



City of Vancouver • P.O. Box 1995 • Vancouver, WA 98668-1995
www.cityofvancouver.us

August 30, 2018 - SEPA Determination of Non-Significance (DNS) for Proposed Amendments to Vancouver Municipal Code Title 20 entitled "Land Use and Development Code" regarding the Siting of Human Services Facilities, as well as related amendments.

Proposal:

1. Repeal VMC 20.870 "Human Services Facilities Siting" in its entirety in order for the City to gain compliance with Title VIII of the Civil Rights Act (the Fair Housing Act), and Federal Court of Appeals 9th Circuit guidance regarding disparate treatment of individuals based on user status, rather than specified land use impacts; deletion of this chapter will eliminate minimum spacing requirements and a separate permit approval process for Human Service Facilities;
2. Revise VMC 20. 160 "Use Classifications" to:
 - a. Delete "Transitional Housing" and "Human Service Facilities" as use classifications;
 - b. Amend "Medical Centers" to include Drug and Alcohol Treatment;
 - c. Amend "Religious Institutions" to allow for such uses to shelter, feed, or provide other services to the poor as an extension of their ministry;
 - d. Amend "Commercial Lodging" to include shelters and rename "Commercial and Transient Lodging";
 - e. Amend "Eating and Drinking Establishments" to include group meal service
 - f. Amend "General Retail – Sales Oriented" to include food and clothing pantries;
 - g. Amend "Warehouse/Freight Movement" to include food banks;
 - h. Add Community Centers as a new use classification to include homeless day centers;
3. Revise VMC 20.210 "Summary of Development Application Types" to delete Human Service Facilities – Collocation and Human Service Facilities – Initial/Spacing Modifications;
4. Revise VMC 20.410.030-1 "Lower Density Residential Districts Use Table" to delete Transitional Housing and Human Service Facilities, add Community Centers, modify Commercial Lodging title;
5. Revise VMC 20.420.030-1 "Higher Density Residential Districts Use Table" to delete Transitional Housing and Human Service Facilities, add Community Centers as conditional uses in all districts, modify Commercial Lodging title to include "and Transient," add footnotes referencing performance standards for community centers

and certain eating and drinking facilities and commercial and transient lodging uses. ***Possible alternative language: Eliminate references to specific performance standards for all community centers and eating and drinking establishments where customers have a specified meal time (e.g. group meal service);***

6. Revise VMC 20.430.030-1 "Commercial and Mixed Use Districts Use Table" to delete Transitional Housing and Human Service Facilities, add Community Center as a conditional use in all districts except CN where it would be prohibited, modify Commercial Lodging title to include "and Transient" and allow as conditional use in CG, CX and RGX districts if guests must check in at the same time (otherwise permitted outright), add footnotes referencing performance standards for community centers and certain eating and drinking facilities and commercial and transient lodging uses, modify miscellaneous footnotes. ***Possible alternative language: Eliminate language that distinguishes between lodging where guests must check in at the same time (e.g. shelters) and other lodging and allow all commercial lodging outright except in the CN Neighborhood Commercial District where it would be prohibited and the CC Community Commercial District where it would be a conditional use; Eliminate language that distinguishes between eating and drinking establishments where customers are served meals at specific times (e.g. group meal service) and other restaurants and allow all eating and drinking establishments outright in all commercial zoning districts; Eliminate references to specific performance standards for community centers, group meal service, and shelters;***
7. Revise VMC 20.440.030-1 "Industrial Zoning Districts Use Table" to delete Transitional Housing and Human Service Facilities, add Community Center as a limited use in the OCI, IL and ECX districts subject to certain performance standards (prohibited in the IH District), modify Commercial Lodging title and allow as limited use in IL District if guests must check in at the same time (otherwise prohibited) and as a conditional use in the ECX District if guests must check in at the same time (otherwise allowed outright), add footnotes referencing performance standards for community centers and certain eating and drinking facilities and commercial and transient lodging uses, modify miscellaneous footnotes. ***Possible alternative language: Allow community centers outright in the OCI Office Commercial Industrial District, IL Light Industrial District, ECX Employment Center Mixed Use District; Prohibit shelters from locating in the IL Light Industrial District; Eliminate language that references performance standards for community centers, shelters and group meal service;***
8. Revise VMC 20.450.030-1 "Open Space Districts Use Table" to delete Transitional Housing and Human Service Facilities, add Community Centers as new use that is prohibited in all districts, modify Commercial Lodging title to include "and Transient," eliminate outdated industrial use categories;
9. Revise VMC 20.895.040 entitled "Miscellaneous Special Use Standards – Commercial Lodging" to modify the use classification title and add new performance standards for all commercial and transient lodging uses where customers must check in at the same

time. **Possible alternative language: Eliminate this proposed section from the ordinance;**

10. Add a new section VMC 20.895.050 entitled "Miscellaneous Special Use Standards – Community Centers" to add new performance standards for all community centers.

Possible alternative language: Eliminate this proposed section from the ordinance;

11. Add a new section VMC 20.895.080 entitled "Miscellaneous Special Standards – Eating and Drinking Establishments" to add new performance standards for Eating and Drinking Establishments where meals are served at specified times (versus customers being able to order meals at any time). **Possible alternative language: Eliminate this proposed section from the ordinance;**

12. Revise VMC 20.945.070-2 entitled "Minimum Off-Street Vehicle Parking Requirements" to delete Human Service Facilities, fix error regarding Accessory Dwelling Unit parking requirements, add new use category "Community Centers" and modify Commercial Lodging title to include "and Transient."

For more specific information including a complete draft version of proposed changes to VMC Title 20, visit the City's web page for the Human Services Facilities Siting Ordinance changes, at: <https://www.cityofvancouver.us/ced/page/human-services-facilities-siting-ordinance-changes>

Contact: Chad Elken, Director, Vancouver Community and Economic Development Department (360) 487-7882), chad.eiken@cityofvancouver.us. The City of Vancouver, lead agency, has reviewed the Environmental Checklist as required by WAC 197-11-330(1), pursuant to the State Environmental Policy Act (SEPA), and determined that the proposal will not have a probable significant adverse impact on the environment. Under the authority of WAC 197-11-330(1) and 197-11-350, this Notice of Determination of Non-Significance (DNS) has been issued.

A SEPA checklist and background information are available from City staff. Pursuant to WAC 197-11-340, comments **on this SEPA determination** will be received until **5:00 p.m., October 1, 2018**. Procedural appeals to the SEPA determination must be filed in writing within 14 calendar days following the end of the comment period. A City Council decision of the SEPA procedural appeal shall be final and not subject to further administrative appeal. Substantive SEPA appeals shall be filed in writing within 14 calendar days of the issuance of Councils decision.


Name

August 30, 2018

Date

WAC 197-11-960: SEPA ENVIRONMENTAL CHECKLIST

ANNUAL REVIEW REQUESTS

Purpose of checklist:

Governmental agencies use this checklist to help determine whether the environmental impacts of your proposal are significant. This information is also helpful to determine if available avoidance, minimization or compensatory mitigation measures will address the probable significant impacts or if an environmental impact statement will be prepared to further analyze the proposal.

A. BACKGROUND

1. Name of proposed project, if applicable: Proposed text amendments to Vancouver Municipal Code Title 20 entitled "Land Use and Development Code" regarding the repeal of Chapter 20.870 "Human Services Facilities Siting," and related amendments pertaining to land use regulations for human service facilities. Proposed amendments would apply to all properties within the City of Vancouver.

2. Name and contact information of applicants: Chad Eiken, City of Vancouver,
Chad.eiken@cityofvancouver.us, 360-487-7882

4. Date checklist prepared: August 30, 2018

5. Agency requesting checklist: City of Vancouver, WA

6. Proposed timing or schedule (including phasing, if applicable): A public hearing is scheduled before the Vancouver Planning Commission on Tuesday September , at 6:30 p.m. A hearing before the Vancouver City Council is anticipated to be scheduled in November. Both hearings will be held at Vancouver City Council Hall, 415 W 6th St., Vancouver, WA, 98660.

7. Do you have any plans for future additions, expansion, or further activity related to or connected with this proposal? If yes, explain. No

8. List any environmental information you know about that has been prepared, or will be prepared, directly related to this proposal. None known

9. Do you know whether applications are pending for governmental approvals of other proposals directly affecting the property covered by your proposal? If yes, explain. None known.

10. List any government approvals or permits that will be needed for your proposal, if known. City Council approval of an ordinance with the proposed changes is needed.

11. Give brief, complete description of your proposal, including the proposed uses and the size of the project and site. There are several questions later in this checklist that ask you to describe certain aspects of your proposal. You do not need to repeat those answers on this page. (Lead agencies may modify this form to include additional specific information on project description.)

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Important Note: Based on Planning Commission and City Council input at public workshops, the draft ordinance contains alternative language in numerous places (indicated in the draft ordinance in ***bold italics***) that may be substituted for the draft language as indicated. The alternative language would have the practical effect of lessening permitting and operating requirements on social service providers. This review considers environmental impacts from both approaches in order to allow for public comment on both approaches.

Proposed substantive changes:

1. Repeal VMC 20.870 "Human Services Facilities Siting" in its entirety in order for the City to gain compliance with Title VIII of the Civil Rights Act (the Fair Housing Act), and Federal Court of Appeals 9th Circuit guidance regarding disparate treatment of individuals based on user status, rather than specified land use impacts; deletion of this chapter will eliminate minimum spacing requirements and a separate permit approval process for Human Service Facilities;
2. Revise VMC 20. 160 "Use Classifications" to:
 - a. Delete "Transitional Housing" and "Human Service Facilities" as use classifications;
 - b. Amend "Medical Centers" to include Drug and Alcohol Treatment;
 - c. Amend "Religious Institutions" to allow for such uses to shelter, feed, or provide other services to the poor as an extension of their ministry;
 - d. Amend "Commercial Lodging" to include shelters and rename "Commercial and Transient Lodging";
 - e. Amend "Eating and Drinking Establishments" to include group meal service
 - f. Amend "General Retail – Sales Oriented" to include food and clothing pantries;
 - g. Amend "Warehouse/Freight Movement" to include food banks;
 - h. Add Community Centers as a new use classification to include homeless day centers;
3. Revise VMC 20.210 "Summary of Development Application Types" to delete Human Service Facilities – Collocation and Human Service Facilities – Initial/Spacing Modifications;
4. Revise VMC 20.410.030-1 "Lower Density Residential Districts Use Table" to delete Transitional Housing and Human Service Facilities, add Community Centers, modify Commercial Lodging title;
5. Revise VMC 20.420.030-1 "Higher Density Residential Districts Use Table" to delete Transitional Housing and Human Service Facilities, add Community Centers as conditional uses in all districts, modify Commercial Lodging title to include "and Transient," add footnotes referencing performance standards for community centers and certain eating and drinking facilities and commercial and transient lodging uses. ***Possible alternative language: Eliminate references to specific performance standards for all community centers and eating and drinking establishments where customers have a specified meal time (e.g. group meal service);***
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7. Revise VMC 20.440.030-1 "Industrial Zoning Districts Use Table" to delete Transitional Housing and Human Service Facilities, add Community Center as a limited use in the OCI, IL and ECX districts subject to certain performance standards (prohibited in the IH District), modify Commercial Lodging title and allow as limited use in IL District if guests must check in at the same time (otherwise prohibited) and as a conditional use in the ECX District if guests must check in at the same time (otherwise allowed outright), add footnotes referencing performance standards for community centers and certain eating and drinking facilities and commercial and transient lodging uses, modify miscellaneous footnotes. **Possible alternative language: Allow community centers outright in the OCI Office Commercial Industrial District, IL Light Industrial District, ECX Employment Center Mixed Use District; Prohibit shelters from locating in the IL Light Industrial District; Eliminate language that references performance standards for community centers, shelters and group meal service;**
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9. Revise VMC 20.895.040 entitled "Miscellaneous Special Use Standards – Commercial Lodging" to modify the use classification title and add new performance standards for all commercial and transient lodging uses where customers must check in at the same time. **Possible alternative language: Eliminate this proposed section from the ordinance;**
10. Add a new section VMC 20.895.050 entitled "Miscellaneous Special Use Standards – Community Centers" to add new performance standards for all community centers. **Possible alternative language: Eliminate this proposed section from the ordinance;**
11. Add a new section VMC 20.895.080 entitled "Miscellaneous Special Standards – Eating and Drinking Establishments" to add new performance standards for Eating and Drinking Establishments where meals are served at specified times (versus customers being able to order meals at any time). **Possible alternative language: Eliminate this proposed section from the ordinance;**

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12. Revise VMC 20.945.070-2 entitled "Minimum Off-Street Vehicle Parking Requirements" to delete Human Service Facilities, fix error regarding Accessory Dwelling Unit parking requirements, add new use category "Community Centers" and modify Commercial Lodging title to include "and Transient."

For more specific information including a complete draft version of proposed changes to VMC Title 20, visit the City's web page for the Human Services Facilities Siting Ordinance changes, at: <https://www.cityofvancouver.us/ced/page/human-services-facilities-siting-ordinance-changes>

12. Location of the proposal. Give sufficient information for a person to understand the precise location of your proposed project, including a street address, if any, and section, township, and range, if known. If a proposal would occur over a range of area, provide the range or boundaries of the site(s). Provide a legal description, site plan, vicinity map, and topographic map, if reasonably available. While you should submit any plans required by the agency, you are not required to duplicate maps or detailed plans submitted with any permit applications related to this checklist.

The proposed changes will apply to all properties and zoning districts within the City of Vancouver limits.

B. ENVIRONMENTAL ELEMENTS

1. EARTH: Not Applicable to Non-Project Actions

a. General description of the site

(circle one): Flat, rolling, hilly, steep slopes, mountainous,
other _____ Does Not Apply

b. What is the steepest slope on the site (approximate percent slope)? Does Not Apply

c. What general types of soils are found on the site (for example, clay, sand, gravel, peat, muck)? If you know the classification of agricultural soils, specify them and note any agricultural land of long-term commercial significance and whether the proposal results in removing any of these soils. Does Not Apply

d. Are there surface indications or history of unstable soils in the immediate vicinity? If so, describe. Does Not Apply

e. Describe the purpose, type, total area, and approximate quantities and total affected area of any filling, excavation, and grading proposed. Indicate source of fill. Does Not Apply

f. Could erosion occur as a result of clearing, construction, or use? If so, generally describe. Does Not Apply

g. About what percent of the site will be covered with impervious surfaces after project construction (for example, asphalt or buildings)? Does Not Apply

h. Proposed measures to reduce erosion or other impacts to the earth, if any:
Does Not Apply

2. AIR: Not Applicable to Non-Project Actions

a. What types of emissions to the air would result from the proposal during construction, operation, and maintenance when the project is completed? If any, generally describe and give approximate quantities if known. Does Not Apply

b. Are there any off-site sources of emissions or odor that may affect your proposal? If so, generally describe. Does Not Apply

c. Proposed measures to reduce or control emissions or other impacts to air, if any: Does Not Apply

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3. WATER: Not Applicable to Non-Project Actions

a. Surface Water: Not Applicable to Non-Project Actions

- 1) Is there any surface water body on or in the immediate vicinity of the site (including year-round and seasonal streams, saltwater, lakes, ponds, wetlands)? If yes, describe type and provide names. If appropriate, state what stream or river it flows into. Does Not Apply
- 2) Will the project require any work over, in, or adjacent to (within 200 feet) the described waters? If yes, please describe and attach available plans. Does Not Apply
- 3) Estimate the amount of fill and dredge material that would be placed in or removed from surface water or wetlands and indicate the area of the site that would be affected. Indicate the source of fill material. Does Not Apply
- 4) Will the proposal require surface water withdrawals or diversions? Give general description, purpose, and approximate quantities if known. Does Not Apply
- 5) Does the proposal lie within a 100-year floodplain? If so, note location on the site plan. Does Not Apply
- 6) Does the proposal involve any discharges of waste materials to surface waters? If so, describe the type of waste and anticipated volume of discharge. Does Not Apply

b. Ground Water: Not Applicable to Non-Project Actions

- 1) Will groundwater be withdrawn from a well for drinking water or other purposes? If so, give a general description of the well, proposed uses and approximate quantities withdrawn from the well. Will water be discharged to groundwater? Give general description, purpose, and approximate quantities if known. Does Not Apply
- 2) Describe waste material that will be discharged into the ground from septic tanks or other sources, if any (for example: Domestic sewage; industrial, containing the following chemicals. . . ; agricultural; etc.). Describe the general size of the system, the number of such systems, the number of houses to be served (if applicable), or the number of animals or humans the system(s) are expected to serve. Does Not Apply

c. Water runoff (including stormwater): Not Applicable to Non-Project Actions

- 1) Describe the source of runoff (including storm water) and method of collection and disposal, if any (include quantities, if known). Where will this water flow? Will this water flow into other waters? If so, describe. Does Not Apply
- 2) Could waste materials enter ground or surface waters? If so, generally describe. Does Not Apply
- 3) Does the proposal alter or otherwise affect drainage patterns in the vicinity of the site? If so, describe. Does Not Apply

d. Proposed measures to reduce or control surface, ground, and runoff water, and drainage pattern impacts, if any: Not Applicable to Non-Project Actions

4. PLANTS: Not Applicable to Non-Project Actions

a. Check the types of vegetation found on the site:

- ___deciduous tree: alder, maple, aspen, other
- ___evergreen tree: fir, cedar, pine, other
- ___shrubs
- ___grass
- ___pasture
- ___crop or grain
- ___Orchards, vineyards or other permanent crops.
- ___wet soil plants: cattail, buttercup, bullrush, skunk cabbage, other
- ___water plants: water lily, eelgrass, milfoil, other

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____ other types of vegetation Does Not Apply

- b. What kind and amount of vegetation will be removed or altered? Does Not Apply
 - c. List threatened and endangered species known to be on or near the site. Does Not Apply
 - d. Proposed landscaping, use of native plants, or other measures to preserve or enhance vegetation on the site, if any: Does Not Apply
 - e. List all noxious weeds and invasive species known to be on or near the site. Does Not Apply
5. **ANIMALS:** Not Applicable to Non-Project Actions
- a. List any birds and other animals which have been observed on or near the site or are known to be on or near the site. Examples include: Does Not Apply

birds: hawk, heron, eagle, songbirds, other:

mammals: deer, bear, elk, beaver, other:

fish: bass, salmon, trout, herring, shellfish, other _____

- b. List any threatened and endangered species known to be on or near the site. Does Not Apply
 - c. Is the site part of a migration route? If so, explain. Does Not Apply
 - d. Proposed measures to preserve or enhance wildlife, if any: Does Not Apply
 - e. List any invasive animal species known to be on or near the site. Does Not Apply
6. **ENERGY & NATURAL RESOURCES:** Not Applicable to Non-Project Actions
- a. What kinds of energy (electric, natural gas, oil, wood stove, solar) will be used to meet the completed project's energy needs? Describe whether it will be used for heating, manufacturing, etc. Does Not Apply
 - b. Would your project affect the potential use of solar energy by adjacent properties? If so, generally describe. Does Not Apply
 - c. What kinds of energy conservation features are included in the plans of this proposal? List other proposed measures to reduce or control energy impacts, if any: Does Not Apply

7. **ENVIRONMENTAL HEALTH:** Not Applicable to Non-Project Actions

- a. Are there any environmental health hazards, including exposure to toxic chemicals, risk of fire and explosion, spill, or hazardous waste, that could occur as a result of this proposal? If so, describe. Does Not Apply
Describe any known or possible contamination at the site from present or past uses. Does Not Apply
 - 1) Describe existing hazardous chemicals/conditions that might affect project development and design. This includes underground hazardous liquid and gas transmission pipelines located within the project area and in the vicinity. Does Not Apply
 - 2) Describe any toxic or hazardous chemicals that might be stored, used, or produced during the project's development or construction, or at any time during the operating life of the project. Does Not Apply
 - 3) Describe special emergency services that might be required. Does Not Apply
 - 4) Proposed measures to reduce or control environmental health hazards, if any: Does Not Apply

b. **Noise:** Not Applicable to Non-Project Actions

- 1) What types of noise exist in the area which may affect your project (for example: traffic, equipment, operation, other)? Does Not Apply
- 2) What types and levels of noise would be created by or associated with the project on a short-term or a long-term basis (for example: traffic, construction, operation, other)? Indicate what hours noise would come from the site. Does Not Apply
- 3) Proposed measures to reduce or control noise impacts, if any: Does Not Apply

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8. LAND AND SHORELINE USE:

- a. What is the current use of the site and adjacent properties? Will the proposal affect current land uses on nearby or adjacent properties? If so, describe. See response to Question _ under Non-Project Actions.
 - b. Has the project site been used as working farmlands or working forest lands? If so, describe. How much agricultural or forest land of long-term commercial significance will be converted to other uses as a result of the proposal, if any? If resource lands have not been designated, how many acres in farmland or forest land tax status will be converted to nonfarm or nonforest use? Does Not Apply
 - 1) Will the proposal affect or be affected by surrounding working farm or forest land normal business operations, such as oversize equipment access, the application of pesticides, tilling, and harvesting? If so, how: Does Not Apply
 - c. Describe any structures on the site. Applies to all properties within the City of Vancouver limits.
 - d. Will any structures be demolished? If so, what? Does Not Apply
 - e. What is the current zoning classification of the site? See previous response 8a
 - f. What is the current comprehensive plan designation of the site? See previous response 8a
 - g. If applicable, what is the current shoreline master program designation of the site? Does Not Apply
 - h. Has any part of the site been classified as a critical area by the city or county? If so, specify. Does Not Apply
 - i. Approximately how many people would reside or work in the completed project? Specific projections are not obtainable for non-project actions.
 - j. Approximately how many people would the completed project displace? None anticipated
 - k. Proposed measures to avoid or reduce displacement impacts, if any: Does not apply
 - l. Proposed measures to ensure the proposal is compatible with existing and projected land uses and plans, if any: Does Not Apply
 - m. Proposed measures to ensure the proposal is compatible with nearby agricultural and forest lands of long-term commercial significance, if any: Does Not Apply
9. HOUSING: Not Applicable to Non-Project Actions
- a. Approximately how many units would be provided, if any? Indicate whether high, middle, or low-income housing. Does not apply
 - b. Approximately how many units, if any, would be eliminated? Indicate whether high, middle, or low-income housing. Does Not Apply
 - c. Proposed measures to reduce or control housing impacts, if any: Does Not Apply
10. AESTHETICS: Not Applicable to Non-Project Actions
- a. What is the tallest height of any proposed structure(s), not including antennas; what is the principal exterior building material(s) proposed? Does Not Apply
 - b. What views in the immediate vicinity would be altered or obstructed? Does Not Apply
 - c. Proposed measures to reduce or control aesthetic impacts, if any: Does Not Apply
11. LIGHT & GLARE: Not Applicable to Non-Project Actions
- a. What type of light or glare will the proposal produce? What time of day would it mainly occur? Does Not Apply
 - b. Could light or glare from the finished project be a safety hazard or interfere with views? Does Not Apply
 - c. What existing off-site sources of light or glare may affect your proposal? Does Not Apply
 - d. Proposed measures to reduce or control light and glare impacts, if any: Does Not Apply
12. RECREATION: Not Applicable to Non-Project Actions
- a. What designated and informal recreational opportunities are in the immediate vicinity?

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Does Not Apply

b. Would the proposed project displace any existing recreational uses? If so, describe. Does Not Apply

c. Proposed measures to reduce or control impacts on recreation, including recreation opportunities to be provided by the project or applicant, if any: Does Not Apply

13. HISTORIC & CULTURAL PRESERVATION: Not Applicable to Non-Project Actions

a. Are there any buildings, structures, or sites, located on or near the site that are over 45 years old listed in or eligible for listing in national, state, or local preservation registers located on or near the site? If so, specifically describe. No

b. Are there any landmarks, features, or other evidence of Indian or historic use or occupation? This may include human burials or old cemeteries. Are there any material evidence, artifacts, or areas of cultural importance on or near the site? Please list any professional studies conducted at the site to identify such resources. Does Not Apply

c. Describe the methods used to assess the potential impacts to cultural and historic resources on or near the project site. Examples include consultation with tribes and the department of archeology and historic preservation, archaeological surveys, historic maps, GIS data, etc. Does Not Apply

d. Proposed measures to avoid, minimize, or compensate for loss, changes to, and disturbance to resources. Please include plans for the above and any permits that may be required. Does Not Apply

14. TRANSPORTATION: Not Applicable to Non-Project Actions

a. Identify public streets and highways serving the site or affected geographic area and describe proposed access to the existing street system. Show on site plans, if any. Does Not Apply

b. Is the site or affected geographic area currently served by public transit? If so, generally describe. If not, what is the approximate distance to the nearest transit stop? Does Not Apply

c. How many additional parking spaces would the completed project or non-project proposal have? How many would the project or proposal eliminate? Does Not Apply

d. Will the proposal require any new or improvements to existing roads, streets, pedestrian, bicycle or state transportation facilities, not including driveways? If so, generally describe (indicate whether public or private). Does Not Apply

e. Will the project or proposal use (or occur in the immediate vicinity of) water, rail, or air transportation? If so, generally describe. Does Not Apply

f. How many vehicular trips per day would be generated by the completed project or proposal? If known, indicate when peak volumes would occur and what percentage of the volume would be trucks (such as commercial and nonpassenger vehicles). What data or transportation models were used to make these estimates? Does Not Apply

g. Will the proposal interfere with, affect or be affected by the movement of agricultural and forest products on roads or streets in the area? If so, generally describe. Does Not Apply

h. Proposed measures to reduce or control transportation impacts, if any: Does Not Apply

15. PUBLIC SERVICES: Not Applicable to Non-Project Actions

a. Would the project result in an increased need for public services (for example: fire protection, police protection, public transit, health care, schools, other)? If so, generally describe. No impacts anticipated. There has been no data discovered that would suggest that human service needs-related facilities result in increased public services than other similar commercial uses, except for perhaps public transit. The proposed changes would make it easier to locate certain human service facilities in close proximity to transit by eliminating existing spacing requirements between such facilities.

b. Proposed measures to reduce or control direct impacts on public services, if any. Does Not Apply

16. UTILITIES: Not Applicable to Non-Project Actions

a. Circle utilities currently available at the site:

electricity, natural gas, water, refuse service, telephone, sanitary sewer, septic system,

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other _____ Does Not Apply

- b. Describe the utilities that are proposed for the project, the utility providing the service, and the general construction activities on the site or in the immediate vicinity which might be needed. Does Not Apply

C. Signature

The above answers are true and complete to the best of my knowledge. I understand that the lead agency is relying on them to make its decision.

Signature: _____



Name of signee _____ Chad Eiken

Position and Agency/Organization

Director, Vancouver Community and Economic Development Department

Date Submitted: August 30, 2018

D. SUPPLEMENTAL SHEET FOR NON-PROJECT ACTIONS

1. How would the proposal be likely to increase discharge to water; emissions to air; production, storage, or release of toxic or hazardous substances; or production of noise?

No impacts anticipated – proposal is to amend the City's land use and development code with regard to the siting of human service-related facilities.

Proposed measures to avoid or reduce such increases are: NA, see above

2. How would the proposal be likely to affect plants, animals, fish, or marine life?

Does not apply - see #1.

Proposed measures to protect or conserve plants, animals, fish, or marine life are:

Does not apply.

3. How would the proposal be likely to deplete energy or natural resources?

The proposal is to amend a number of city code provisions which regulate human service facilities in the City of Vancouver. No impacts to energy or natural resources have been identified.

Proposed measures to protect or conserve energy and natural resources are:

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Does not apply.

- 4. How would the proposal be likely to use or affect environmentally sensitive areas or areas designated (or eligible or under study) for governmental protection; such as parks, wilderness, wild and scenic rivers, threatened or endangered species habitat, historic or cultural sites, wetlands, floodplains, or prime farmlands?**

No impacts are likely. Project does not involve any construction.

Proposed measures to protect such resources or to avoid or reduce impacts are:

Does not apply.

- 5. How would the proposal be likely to affect land and shoreline use, including whether it would allow or encourage land or shoreline uses incompatible with existing plans**

The proposed ordinance would apply to all properties in the City and all zoning districts. The elimination of the Human Service Facilities Siting Ordinance will make it easier for social service providers to locate their facility without having to meet certain minimum spacing requirements from other services.

Such services will be combined with the most similar use designation in the Land Use and Development Code, and treated in the same manner (e.g. allowed outright, by conditional or limited use, or prohibited), with two notable exceptions: Shelters, and group meal service have been identified as having slightly different operating characteristics as other types of commercial lodging and eating and drinking establishments, respectively, in regard to when guests check in (shelters) or are served meals (group meal service).

Elimination of the minimum spacing requirements may result in more than one social service provider locating adjacent to or in close proximity to another existing facility. No specific impacts have been identified from the ability to co-locate (although some neighborhood advocates have indicated concerns with this), however the use of conditional use permits for shelters and related facilities and group meal service and related facilities would provide the public with an opportunity to review and comment on specific impacts at the time a facility is proposed. It is worth noting that the current Human Services Siting Ordinance, which has been in effect since 1991, already provides for an option for a social service provider to co-locate next to an existing facility when it will result in efficiencies for the clients to be served.

Possible adverse impacts identified from these minor operating differences to nearby properties include clients congregating outside such facilities waiting for their specific check-in or meal time which can block sidewalks, result in storage of personal belongings in public areas, and increased solid waste and litter.

As noted above, a proposed alternative approach to the draft ordinance would not distinguish between shelters and other commercial lodging, nor group meal service and other types of restaurants, and therefore shelters would be allowed wherever commercial lodging is allowed, and group meal service would be allowed wherever other eating and drinking establishments are allowed. Additionally, no performance standards would apply under the alternative approach.

WAC 197-11-960: SEPA ENVIRONMENTAL CHECKLIST

Proposed measures to avoid or reduce shoreline and land use impacts are:

Due to the potential impacts noted above, the draft ordinance would provide for an increased amount of public notification and input into the proposed siting of shelters, day centers, and group meal service facilities through a conditional use permit process, and would also require that such facilities adhere to a number of performance standards such as implementing a litter control plan, providing an indoor waiting area for clients, prohibiting outdoor storage, requiring sufficient restroom facilities to serve the expected number of clients, etc.

The alternative language indicated in the draft ordinance would treat shelters exactly the same as other commercial lodging; that is, if a hotel or motel is allowed outright or by conditional use permit in a zoning district, then the same rules would apply to a shelter. Similarly, if eating and drinking establishments are allowed outright in a zoning district, group meal service would also be allowed outright. While no specific performance standards would apply to such uses in the alternative approach, impacts would be need to be handled on a complaint-basis with the City working with individual property owners and service providers to address identified issues.

6. How would the proposal be likely to increase demands on transportation or public services and utilities?

No changes are anticipated to demands for transportation or public services or utilities; the proposed removal of the minimum spacing requirements between new human service agencies will make it easier to site such uses nearer to public transit lines.

Proposed measures to reduce or respond to such demand(s) are:

NA

7. Identify, if possible, whether the proposal may conflict with local, state, or federal laws or requirements for the protection of the environment.

The proposal does not conflict with local, state or federal laws or requirements for the protection of the environment.

City Fact Sheet



August 28, 2018

Human Services Facilities Siting Ordinance Changes

Problem Statement

In order to address a recent ruling from the federal court system (9th Cir. Court of Appeals), the City Council has determined that the Human Services Facilities (HSF) Siting Ordinance - which establishes mandatory dispersal and operational requirements for uses which serve the poor (e.g. shelters, food pantries, day centers, group meal service, etc.) – should be repealed and replaced in order to bring it into compliance with applicable laws that prohibit discrimination against people based on their familial status or disabilities.

Ordinance History

In 1991, in response to neighbor concerns regarding a perceived overconcentration of shelters, soup kitchens and related services in the downtown and their negative effects, the City Council convened a task force consisting of neighborhood representatives, service providers, and business owners to discuss options for dispersing such services to other parts of the city. The City Council subsequently adopted the task force recommended changes to the City's Land Use and Development Code (VMC Title 20) to require new human services uses to be spaced from 1,320 feet to as much as one mile from other similar uses, and that such uses meet a number of performance standards such as providing a litter control plan, sufficient restroom facilities, an indoor waiting area for clients, etc. Since 1991, approximately 32 service-related uses have been approved or exempted under the ordinance. Recent crime statistics from Vancouver Police Department indicate that there is no significant correlation between human services and an increase in crime.

What are Human Services Facilities?

City code defines Human Service Facilities as *“(a)ny office, store, assembly place or facility, the general purpose of which is to provide human need services directly and at no or reduced cost to individuals who do not have the means, ability or opportunity to obtain such services themselves. Offices or clinics where medical, dental, psychological or other such essential human services are provided shall not be considered human service facilities unless low or no cost services are provided to more than 50% of patients or clients. Human Service Facilities that*

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provide on-site food, shelter and/or sleeping accommodations or beds are contained in 20.160.020(A)(3) VMC Transitional Housing.” Typical HSF uses include: Shelters, group meal service, homeless day centers, food banks, food and clothing pantries, counseling offices, and medical and dental clinics.

How does the Human Services Facilities Siting Ordinance work?

New human service facilities that are proposed (or existing ones plan to expand) must be approved by the City's Hearing Examiner at a public hearing, and must meet certain minimum spacing requirements and adhere to a set of performance standards. HSF uses are classified into Class 1 facilities (shelters and drug/alcohol treatment centers); Class 2 (other HSF uses serving 75 or more clients on average per day); Class 3 (other HSF uses serving between 20 and 74 clients on average per day); and Exempt (HSF uses serving 19 or fewer clients on average per day). Class 1 facilities may not locate within one mile of another Class 1 facility or within 1,320 feet from any Class 2 or 3 facility. Class 2 facilities may not locate within 1,320 feet of another Class 1, 2 or 3 facility. No more than four Class 3 facilities may locate within 2,000 feet of each other. Additionally, all HSF uses must adhere to performance standards that include: 1) following a litter control plan; 2) ensuring sufficient parking and restrooms to serve the intended number of clients at peak periods; 3) all activities shall be conducted inside a building; 4) following a building and property maintenance plan; and 5) outdoor waiting areas may be restricted.

Why is the City proposing to repeal and replace the HSF Ordinance?

In short, the ordinance makes it more difficult to site or expand uses which serve people who cannot afford to pay for such services, and therefore treats them more restrictively than other similar commercial uses where clients or customers do pay for services; additionally, the ordinance was based on perceived stereotyped behaviors of clients who might access such services (versus data that supports the spacing requirements), as acknowledged by the Task Force's report in 1991. For example, the only operational difference between a food or clothing pantry and a grocery store/retail clothing store is that one set of customers is paying for their goods whereas the other is not. Without data to support that there is a material difference in impacts, this disparate treatment under the law is prohibited and susceptible to a legal challenge under recent findings by the Federal 9th Circuit Court of Appeals (*Cnty. House Inc. v. City of Boise*, 490 F.3d 104), 2007. In order to regulate HSF uses in a way that is legally defensible, they have to be treated the same as other similar commercial uses, unless specific operational differences (not related to the clientele or ability to pay for services) can be identified.

What are the key aspects of the draft replacement ordinance?

In 2016, City Council directed staff to propose changes to the City's Land Use and Development Code (VMC

Title 20) that would address the legal concerns with how HSF uses are regulated and – to the extent possible – propose development standards that would respond to potential neighborhood impacts.

Proposed Changes:

1. The current minimum spacing requirements between HSF uses would be eliminated.
2. Current HSF uses would be incorporated into their most similar commercial use classification, as follows:

Current HSF Use	Similar Commercial Use
Shelter	Commercial Lodging
Group Meal Service	Eating & Drinking Establishment
Day Center	Community Center (new category)
Food/Clothing Pantry	Retail – Sales Oriented
Free Medical Clinic	Medical Office
Counseling (Job, Psychological, etc.)	General Office
Food Bank	Warehouse & Distribution
Job/Skills Training	Retail – Personal Services

3. HSF uses would be allowed in zoning districts wherever their assigned similar commercial uses are allowed, and according to any special review process (such as a conditional use permit which requires a public hearing) and associated development standards.
4. Of the HSF uses, only shelters and group meal service have been identified as having operational differences from their similar commercial uses due to all clients only being allowed to access the facility at meal times or at a defined check-in time, which may result in secondary impacts (e.g. blocking of sidewalks, litter, surge in restroom facility use, etc.). As such, specific development standards would apply to such uses and not the similar commercial use, and in some zoning districts, uses which serve meals at a certain time only or require check-in at one time, would require additional review for site-specific impacts through a conditional use permit process.
5. At a May workshop with City Council, staff was asked to consider an alternative approach to a replacement ordinance that would make it easier for social service providers to locate in the City and, therefore the draft ordinance contains alternative language to the Planning Commission's version (shown in red type), in order to allow the public to review and comment on both possible approaches.

What are the practical implications of this to my business or neighborhood?

Human service facilities such as shelters, group meal service, day centers, etc. would be allowed wherever other similar commercial uses are allowed. Human service uses would continue to be prohibited in single family residential districts. Because commercial uses are only allowed in multi-family residential zoning districts under

very limited circumstances (e.g. small retail stores in planned developments or in approved mixed use buildings), there will be very few changes to residential neighborhoods, if any. Most of the uses (except for food banks) would be allowed in commercial districts. In the Planning Commission's draft version, shelters and group meal service would require a conditional use permit in commercial districts with public notice and a public hearing to consider potential impacts to nearby properties, and conditions attached to such uses may be strictly enforced even years after the approval is granted.

What are the practical implications to service providers?

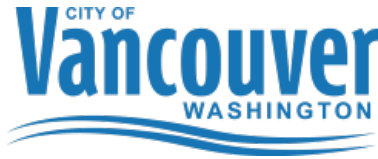
There will no longer be a separate application process just for human services facilities, nor will there be any minimum spacing requirements between other service providers. Existing providers that need to expand their facilities but currently cannot because another facility is "too close" could do so. Service providers would be able to locate their facility in any zoning district that allows its similar commercial use which would make it easier for them to find a property that meets their needs. One exception to this is that food banks, which are currently allowed in commercial districts, would only be allowed in certain industrial districts as a "warehouse and distribution" use, but existing food banks in commercial districts would be allowed to remain. Community Centers would be a new use classification created by pulling out certain uses from the "Community Recreation" classification and would incorporate homeless day center as a use. Although community centers are currently allowed in Single Family Residential Districts as "Community Recreation," the new "Community Center" use would be prohibited in single family districts. A proposed use table which shows where the HSF uses (when combined with their similar commercial use) would be allowed under the draft ordinance may be viewed at <https://www.cityofvancouver.us/ced/page/human-services-facilities-siting-ordinance-changes>.

What has been the public process so far, and will there be opportunities for public comment?

As of August 28, there have been six public workshops with the City Planning Commission and five public workshops with the City Council, where staff has described the reasons for the proposed changes, possible approaches to bring the ordinance into compliance, and received feedback and direction. A draft ordinance is now available for public review and comment (see address below to mail comments). Following a public comment period and environmental analysis, the Planning Commission will hold a public hearing on the draft ordinance (scheduled for September 25th at 6:30pm, City Hall) and will make their recommendation to the City Council, which will hold a separate public hearing on the final ordinance. Public comments (written or verbal testimony) will be considered at their respective hearings by the Planning Commission and City Council.

For More Information

Please visit <https://www.cityofvancouver.us/ced/page/human-services-facilities-siting-ordinance-changes> or contact Chad Eiken, Community and Economic Development Director at chad.eiken@cityofvancouver.us.



PLANNING COMMISSION MEETING MINUTES

Vancouver City Hall – Council Chambers – 415 W. Sixth Street
PO Box 1995 – Vancouver, Washington 98668-1995
www.cityofvancouver.us

Erik Paulsen • Marjorie Ledell • John S. Lee • Steve Schulte • Jack Harroun • Audrey Mattoon • Jim Atkins

Sept. 25, 2018

REGULAR MEETING

Vancouver City Hall - 415 W. Sixth Street, Vancouver WA

CALL TO ORDER AND ROLL CALL

The Sept. 25, 2018 meeting of the Planning Commission was called to order at 4:00 p.m. by Vice Chair Ledell in the Council Chambers of City Hall, 415 W. Sixth Street, Vancouver, Washington.

Present: Marjorie Ledell, Steve Schulte, Jack Harroun and Audrey Mattoon, John Lee, Jim Atkins
Absent: Erik Paulsen

EXCUSAL OF ABSENCE

Motion by Commissioner Harroun, **seconded** by Commissioner Mattoon, and **carried unanimously** to excuse the absence of Chair Paulsen.

APPROVAL OF MINUTES

Motion by Commissioner Schulte, **seconded** by Commissioner Lee, and **carried unanimously** to approve the minutes from Sept. 11, 2018 with the amendment of a typo on page two, the third line of the Housing Options Workshop summary, changing "sq. tf." to "sq. ft."

WORKSHOPS

4 P.M. DOWNTOWN PARKING POLICY DISCUSSION

Chad Eiken, Community and Economic Development Director, City and Rick Williams, President of Rick Williams Consulting

Summary

Staff presented an overview of the City's Downtown Parking Investment Policy, with Rick Williams, President of Rick Williams Consulting. They presented options for a potential update of City Council's policy around participating in public parking structures. Williams provided background on Vancouver's parking policy history, City Council's current parking policies, the goals of the downtown parking program, and analysis of other cities and their policies and decision making guidelines related to investment in public parking. Eiken presented parking initiatives that are currently underway and next steps for developing or refreshing the City's policy on parking.

Eiken stated that they will present four options for a revision of the City's parking investment policy at a future City Council workshop. The revision aims to reaffirm who the priority customer is for the potential investment of the City and clarify the City's changing role in providing parking downtown. Following

second workshop, a resolution will be drafted to formalize City Council's policy regarding investment in public parking.

PUBLIC HEARING – PART I

ITEM 1A: PROPOSED SITE-SPECIFIC COMPREHENSIVE PLAN AND ZONE MAP CHANGES FOR FOUR SEASONS RESIDENTIAL

Item Summary and Related Discussion

Rebecca Kennedy, Long Range Planning Manager, introduced the hearing item. This item was brought before the Planning Commission for a workshop on August 28th. It was originally presented as part of a larger package of Comprehensive Plan and zoning map and text changes, but the Commission requested a separate hearing on the proposal. The Planning Commission does not typically review development agreements; however this one accompanies a request for a Comprehensive Plan and zoning map change.

Bryan Snodgrass, Principal Planner, presented the staff recommendation. The proposed privately-submitted map change, the Four Seasons residential development, was noticed through the SEPA process and publication in The Columbian newspaper. The site was posted and hardcopy mailings went out to properties within 500 feet of the site. No public comments were received.

The site is bordered by NE 28th Street to the north, and is east of NE 112th Avenue. There are two areas for proposed rezoning. The main portion is zoned Community Commercial (CC) and the applicant has proposed higher density residential (R-22). The second area is zoned Mixed Use (MX) and is proposed to change to higher density residential (R-18).

Staff stated that the area is well served in terms of commercial and public facilities adjacent and nearby. The site is within the northern area of the 112th Avenue Corridor Subarea Plan. The subarea plan envisions a mix of housing types and uses of this on the site, and on the smaller secondary parcel proposed for rezone, the plan encourages the preservation of some trees on that site. Additionally, design guidelines that accompany the subarea plan would apply development in this area though they primarily apply to commercial and multifamily development.

Staff stated that the applicant submitted extensive materials in support of their request. The economic analysis argued that the site is not likely to develop for office or other large scale commercial and employment uses and that high density single family development will improve housing affordability by providing entry level homeownership opportunities at relatively low prices. The applicant has provided a traffic study indicating that the proposed rezone would result in fewer trips than would be likely under its current commercial zone. The rezone would generate approximately 11 students to attend Cascade Middle School, which is currently over capacity. Additionally, the applicant has agreed to a development agreement to ensure compliance with applicable standards and the policies of the 112th Avenue Subarea Plan.

Staff recommended approval of the proposal and adoption of the associated development agreement based on these findings.

Applicant Testimony

Phil Wuest, 7223 NE Hazel Dell Avenue, represented the applicant Ginn Development. Wuest stated that the intent of the proposal was to better implement the City's Comprehensive Plan, 112th Avenue Corridor Subarea plan, and housing goals. He stated that the smaller lot detached housing would be a good fit for this area due to the mix of housing options around it, and summarized the characteristics of the neighboring developments.

Public Testimony

Vice Chair Ledell opened Public Testimony.

James Morgan, 11306 NE 25th Street, stated that he and his neighbors were concerned about the potential traffic impact if 25th Street is extended to the proposed housing development. He also expressed his appreciation for the nearby trees and was glad to hear that the plans include preserving some of the trees. He expressed his concerns about the safety of the residents of the neighboring senior living facility. He stated that he was concerned that increased traffic in the area would lessen their ability to travel safely through the neighborhood. Finally, he noted an increase in congestion in neighborhood streets from the houses that have been built in the last few years. He concluded by reiterating that he did not want 25th Street to be extended into the development.

Rosalie Hedin, 11301 NE 25th street, stated that she bought her home understanding that the trees would be preserved and that the road would continue to be a dead end. She expressed her concerns regarding impacts to traffic in the neighborhood and impacts to the quality of the education if the school was further overcrowded.

Ratana Keo, 11221 NE 25th Street, stated that she was opposed to the road being extended because many children use the area for recreation and she has concerns for their safety.

Receiving no further testimony, Vice Chair Ledell closed Public Testimony.

Commission Deliberation

Staff replied to the concerns presented, stating that the fate of the dead end road would be considered as part of the submittal of a plan development, which would involve an additional public hearing. He also stated that the City has made a practice of considering school impact fees as part of the analysis, and in this case the impact fees would be about \$930,000 from the development of the full site as currently envisioned if developed this year.

Commissioner Atkins asked for clarification regarding the impacts of the current zoning. It was agreed that there would be significantly more traffic if the site was developed under its current designation as commercial than the proposed residential designation. Additionally, no impact fees would be paid to the school district for commercial development. Staff pointed out that the school district has raised concerns about the reliance on impact fees, as they must be spent within 6 years which does create limitations.

Vice Chair Ledell asked for further information about the effort to preserve the trees in the smaller portion of the site. Wuest stated that the conceptual site development plan for the smaller area

(currently zoned mixed use) would include 18 single family lots but 18-22% of the lot, in the area with the most dense tree cover, would be retained.

Commissioner Mattoon asked if the cul-de-sac shown in the design of the site plan for the smaller lot that would be the end of 25th Street is still planned, or if they are considering connecting 25th to the traffic circle on Angelo Drive. Wuest stated that there is a significant grade drop between the proposed cul-de-sac and the traffic circle and between that and the desire limit through traffic on 25th Street, a connection would be unlikely.

Commissioners Atkins and Harroun encouraged Ginn Development to include a pedestrian connection from the end of the cul-de-sac to Angelo Drive so that residents could easily walk to the commercial areas and park nearby.

Motion by Commissioner Atkins, **seconded** by Commissioner Harroun, and **carried unanimously** to recommend to Vancouver City Council the approval of the proposed Comprehensive Plan and zone change from Community Commercial and Mixed Use to Urban High Density R-18 and R-22, as well as the adoption of the associated development agreement with the caveat that staff include a pedestrian connection to the cul-de-sac to NE Angelo drive as indicated and based on the findings within the staff report.

ITEM 1B: ADDITIONAL PROPOSED SITE-SPECIFIC ZONE MAP CHANGES

Item Summary

Bryan Snodgrass, Principal Planner, presented the staff recommendation. 35 park sites were proposed to change to one of the various park designations or zones. Additionally, there was one change to a city owned public facilities property.

Snodgrass noted that one site at Marine Park was proposed for a split designation, but simpler than current. Columbia Way bisects the property. Buildings north of Columbia Way are proposed to retain Public Facility and IL Plan and zoning designations, while undeveloped land south of Columbia Way is proposed to be have Open Space and Park designations

Additionally, there is one private home site that has requested a map correction. It currently has a split zone, where the two thirds of the property that fronts Carlson Road is zoned R-9 single family , and the rear of the property including portions of outbuildings is zoned R-18. The proposal is to have the whole property zoned R-9.

The proposed Comprehensive Plan and zoning map corrections of these the park sites and the single home site all align with their current and intended future uses. They do not expand allowances for additional development. In doing so, the proposed changes further implement the comprehensive plan, and modestly increase transparency and accuracy of inventorying. The suggested motion would be to recommend approval of the 37 proposed Comprehensive Plan and zoning map designation changes citywide as indicated and based on the findings in the staff report.

Public Testimony

Vice Chair Ledell opened Public Testimony and hearing none, closed public testimony .

Related Discussion

No comments or questions posed by the commissioners.

Motion by Commissioner Schulte, **seconded** by Commissioner Atkins, and **carried unanimously** to forward a recommendation to Vancouver City Council to approve the 37 proposed Comprehensive Plan and zoning map designations as stated in the Staff Report.

ITEM 2: THRESHOLD LOW INCOME HOUSING PROJECTS IN COMMERCIAL ZONES ON TRANSIT LINES

Item Summary

Bryan Snodgrass, Principal Planner presented the staff recommended proposed VMC 20.430 zoning code text change to allow affordable housing developments in most commercial zoning districts and provided that at least 40 percent of the units are affordable to households earning 60 percent of area median income and are located within 1000 ft. of high capacity transit corridors.

This item was presented at Planning Commission work sessions on August 28 and September 11. It will be presented at a City Council work session October 1st as a part of general housing option issues and addressed in more detail at a work session on November 5th, with all of the proposed Comprehensive Plan and zoning map and text changes. The City Council public hearing on the matter is scheduled for December 3rd. This item was noticed as a standard code change, including SEPA circulation and publication in The Columbian newspaper. No comments were received.

Commercial zones already allow either affordable or market rate housing as part of mixed use developments that include a non-residential use typically on the first floor. Staff stated that there is a specific recommendation from the Vancouver Affordable Housing Task Force to waive the ground floor requirement for affordable housing in commercial zones. This would be consistent with the Fourth Plain Subarea policy direction, which predates the affordable housing crisis but nonetheless encourages flexibility in the commercial zone for housing. Currently there is a little over 500 acres of vacant or utilized commercial land citywide according to the County's inventory. After subtracting the amount needed roads, critical areas, etc. this would be reduced to 350 acres. Since 1990 there have been about 35 affordable housing projects citywide that would meet the proposed threshold here for affordable housing.

Staff summarized their recommendation, stating that in their view the proposal strikes a reasonable balance between providing allowances for affordable housing in areas with appropriate services, particularly transit. The proposed restrictions, however, should limit impacts to overall citywide commercial land supplies.

Public Testimony

Vice Chair Ledell opened Public Testimony and hearing none, closed public testimony.

Related Discussion

Commissioner Schulte asked why 1000 ft. was chosen for the high capacity transit boundary. Staff stated that the typical assumption for the walking distance in which transit is reasonably likely to be used is a quarter mile. 1000 ft. is chosen by rounding a quarter of a mile down to the nearest boundary length used elsewhere within City Code.

Commissioner Harroun asked what analysis has been done on the potential effect to the buildable lands inventory. Staff stated that the numbers presented in the Staff Report and public hearing presentation were derived from the Buildable Lands Inventory and that they show a relatively slow rate of consumption of commercial lands citywide, but it would depend on how much development occurs. Harroun elaborated by asking if staff had determined a forecast of how much commercial land will be used for residential purposes over time and how that may effect changes to the Urban Growth Boundary. Staff stated that the rate of attrition had not been calculated, but that existing options in city code allowing for noncommercial uses in commercial zones, such as a mixed use buildings, have been in place for several years and have not resulted in any legal challenges to the adequacy of the Vacant Lands Analysis.

Commissioner Atkins stated that he would prefer to add to the motion a requirement for staff to return to the Planning Commission with a review of any results of the code change so it may be revised as needed.

Commissioner Schulte asked the other commissioners if they were comfortable with the shift from the first proposal, 20 of the housing units be available to those making 80% of the area median income, to the revised proposal of 40% of housing units much be available to those making 60% of area median income. Commissioner Atkins stated that he was concerned that this may make the projects more difficult to finance but that he thought the restriction in general was a step in the right direction and that this proposal is a worthy experiment.

Motion by Commissioner Atkins, **seconded** by Commissioner Schulte, and **carried unanimously** to forward a recommendation to City Council to approve the zoning code change to allow affordable housing projects in commercial zones as recommended and based on findings and the staff report, except with the words ‘at least’ inserted before ‘40%’ in proposed footnote 8 to table 20.430.030-1 with the caveat that staff return to the commission three years from the date of adoption should it pass City Council.

THE COMMISSION ADJOURNED FOR BREAK AT 5:30 PM.

PUBLIC HEARING – PART II

THE COMMISSION RECONVENED AT 6:45 PM.

ITEM 3: HUMAN SERVICES FACILITIES SITING ORDINANCE REPEAL AND RELATED AMENDMENTS TO TITLE 20

Item Summary and Related Discussion

Rebecca Kennedy, Long Range Planning Manager, announced that written testimony had been submitted by the public as late as that afternoon, and that all testimony received was submitted to the official record and distributed to the Planning Commission at the meeting, if not before.

Chad Eiken, Community and Economic Development Director, and Jonathan Young, Assistant City Attorney, presented on the legal need for the Human Services Facilities (“HSF”) Siting Ordinance repeal and related amendments to Title 20, prior work done by the Planning Commission and Vancouver City Council, and the recommendation from staff.

The existing HSF siting ordinance was written in 1991 following an extensive public process to address a perceived overconcentration of shelters, group meal services, and related services in downtown Vancouver and west of I-5, and the corresponding negative effects on neighbors. Upon recommendations from a task force commissioned by the City Council, the City adopted a set of zoning laws, VMC 20.870, that resulted in the mandatory dispersal of, and operational requirements for new human service facilities. Human services facilities were defined as uses that serve the poor such as shelters, food pantries, day centers, group meal service, counseling, etc. for people who do not have the means to pay for the services themselves.

The siting restrictions of VMC 20.870 have made it increasingly difficult for service providers to find a suitable location for their use. Additionally, the City Attorney's office advised City Council in 2016 that the existing HSF siting ordinance is susceptible to legal challenge. The risks of the current HSF siting ordinance arise out of the Fair Housing Act which provides that it's unlawful to make unavailable a dwelling to any person because of race, color, religion, sex, familial status, national origin, or handicap. The word familial status is called out within the HSF siting ordinance in transitional housing which is defined as, "including public or non-profit living facilities for groups of unrelated individuals." Therefore on the face of the HSF siting ordinance is a provision that treats unrelated individuals differently and poses increased burdens on them. Within the context of the City Attorney's Office liability analysis, this creates a situation where there is facially different treatment of people based on protected status rather than specified land impacts.

Additionally, there are concerns of disparate impact. The HSF siting ordinance restricts the availability of care provided for lower income citizens. While income is not a protected class, it is frequently seen that disproportionate numbers of individuals with protected status are also included in the low income population. This creates a concern of susceptibility to legal challenge based on the possibility that the City treats somebody differently, though facially neutral, as a result of their race or other protected status.

In 2007, in *Community House vs. City of Boise* (Ninth Circuit), the court ruled that it is the municipality's burden to demonstrate that a restriction on a protected class either benefits the protected class or that the restriction responds to legitimate safety concerns that are raised by the individuals who are affected rather than stereotypes. It was found that the restrictions did not benefit the protected class. The inclination prior to the restriction was to locate human service facilities west of I-5 where transit was more available and property values and prices were lower. Additionally, the City Attorney's office found that the restriction was not in response to legitimate safety concerns raised by those affected, but rather, as the Final Report of the Social Services Siting Task Force summarizes, "fears may be based on undocumented perceptions."

Staff was directed to come forward with an ordinance that would repeal the HSF ordinance and replace it with something that would be consistent with the legal rulings. They also directed staff to come back with an ordinance that minimizes impacts on existing businesses, addresses neighbors' concerns, and treats HSF uses the same as other similar uses, to the extent possible. To accomplish this, there have been six Planning Commission workshops and four City Council workshops on the matter since May 2016. Outreach on this issue has included presentations at neighborhood groups, downtown

stakeholder groups, service providers, and homeless ideas groups, and email notifications of the SEPA determination and the draft ordinance.

Staff presented two options, labeled A or B, for the draft ordinance (and additionally allowed for their combining, if desired by the Planning Commission). Key similarities between the two versions included:

- Both ordinances would serve to insulate Title 20 from a legal challenge.
- Both would eliminate the spacing requirements for most of HSF uses
- Both would incorporate most HSF uses into the most similar use classification, and treat them the same as other uses within that classification
- Both would have the most substantial impact on Commercial zones, as the HSF uses are closely aligned with other commercial uses.
- Both would create minimal impact to residential districts

The differences between the two options include:

Option A

- Most of the human service facility uses to be allowed outright except for shelters, day centers, and group meals. Those uses would be allowed by conditional use permit ("CUP") and additional performance standards would apply.
- Shelters would be allowed outright in Light Industrial (IL) districts; allowed by a CUP in all commercial districts, except Neighborhood Commercial (CN) district where they are prohibited; and allowed in the Employment Mixed Use (ECX) zoning district
- Group meal service would be allowed by CUP in all commercial districts; all other eating/drinking establishments would be allowed outright
- Community centers would require a CUP in all commercial districts except Neighborhood Commercial districts (CN) where they are prohibited
- Performance standards apply to shelters, day centers, and group meal service only

Option B

- All lodging would be allowed outright in CX, CG, RGX and ECX districts; Allowed by CUP in CC, WX, MX districts; and prohibited in CN and IL districts
- All eating and drinking establishments allowed outright in all commercial districts
- Community centers allowed outright in all commercial districts except Neighborhood Commercial (CN) where they are prohibited.
- No performance standards would apply

THE COMMISSION ADJOURNED FOR A BRIEF BREAK AT 6:41 PM AND RECONVENED AT 6:48 PM.

Public Testimony

Vice Chair Ledell opened Public Testimony.

Kate Budd, Executive Director of Council for the Homeless, 2500 Main Street, encouraged the Planning Commission to repeal the HSF Siting Ordinance on the grounds that the ordinance disproportionately

affects people who are experiencing homelessness and in Clark County people who are experiencing homelessness are disproportionately people of color and also people who identify as lesbian, gay, bisexual and transgender. She expressed a need for a behavioral health clinic and other social services in downtown Vancouver and throughout the city. Additionally she expressed concerns about the ability of nonprofits to pay the proposed \$7,500 Conditional Use Permit fee and cover the costs of the required infrastructure requirements. She requested that the Planning Commission recommend Option B, or at least reduce the permit cost and infrastructure requirements if they choose to recommend Option A.

Eric Lambert, 3200 U Street, encouraged the Planning Commission to retain the HSF Siting Ordinance on the grounds that the spacing requirements prevent clustering of services. He stated that the clustering of facilities can lead to factors that have a psychological impact on neighborhoods including the erosion of trust neighbors have for one another and a degradation of the cohesion that communities strive for.

Eric Hovee, 2408 Main Street, stated that he had submitted written testimony which has been included in the record and that his testimony is his own and does not represent the views of any of the organizations he is affiliated with. He spoke in favor of retaining the HSF Siting Ordinance on the grounds that the ordinance has served the city well in the past by allowing service facilities to locate without opposition from neighbors and to encourage the availability of services throughout the county to address a county-wide need. He added that he was not convinced that the legal need for the repeal articulated by the City required the repeal and replacement of this ordinance and questioned the applicability of the decisions presented to non-housing services. He expressed his appreciation for the Planning Commission's consideration of the potential negative impacts of public services but suggested they return to the community for a more complete understanding of their needs and impacts to the community, as was done by the task force convened in 1991. He concluded by expressing his support for Option A, stating that it would be the least onerous to both residential livability and business interests that have been heavily impacted by the social services that are now in downtown Vancouver.

Receiving no further testimony, Vice Chair Ledell closed Public Testimony.

Related Discussion

Commissioner Mattoon asked what leeway the Planning Commission has in reducing the Conditional Use Permit fees and how the volume of permits would increase if option A was adopted. Eiken stated that the fees are based on a cost of service model that includes the time reviewers spend on particular cases. City Council has set a goal for the department to cover 60% of the costs with fees. The City does subsidize some fees, including for existing HSFs. He stated that 34 HSF uses have gone through the permitting process over 20 years.

Commissioner Schulte asked about the cost to the City to monitor the performance standards if they were to be set forth. Eiken stated that the system would be complaint based and it would be handled through existing code compliance processes.

Commissioned Lee announced that he needed to be excused and left the meeting at 8:01 pm.

THE COMMISSION ADJOURNED FOR A BRIEF BREAK TO REVIEW THEIR NOTES AT 6:41 PM. THE COMMISSION RECONVENED AT 6:48 PM. NO DISCUSSION ENSUED OVER BREAK.

Motion by Commissioner Atkins, **seconded** by Commissioner Schulte, recommend to city council the approval of the draft ordinance repealing VMC 20.870 Human Service Facility Siting and associated amendments to VMC Title 20 land use and development code in the form of Option A.

Commissioner Mattoon spoke in opposition to the motion on the floor stating that the intent of the Conditional Use Permit was to give the community an ability to be a part of the conversation on the siting of these services, not to make their siting prohibitively expensive. Vice Chair Ledell expressed her support for Mattoon's view.

Motion by Commissioner Harroun and **seconded** by Commissioner Mattoon to modify the motion on the floor to reduce the CUP fee to \$500.

Commissioners Atkins and Schulte expressed their hesitancy to recommend a specific amount.

Motion by Commissioner Harroun, **seconded** by Commissioner Mattoon and **carried unanimously** to modify the modified motion to reduce the CUP fee to an amount determined by City Council.

Commissioner Atkin's motion, as modified by Commissioner Harroun, **carried unanimously** by a separate roll call vote.

ADJOURNMENT

8:34 P.M.

Erik Paulsen, Chair

Meetings of the Planning Commission are electronically recorded on audio. The audio tapes are kept on file in the office of the City Clerk for a period of six years.

To request other formats, contact: Kirsten Hull, Community and Economic Development Department | 360-487-7813
WA Relay: 711 | kirsten.hull@cityofvancouver.us

Public Comments

HSF Ordinance Repeal and Replacement

Eiken, Chad

From: Steve Rusk <steve.rusk@usw.salvationarmy.org>
Sent: Friday, October 19, 2018 4:33 PM
To: Eiken, Chad
Cc: Michael Nute; Sheehan, Peggy
Subject: Human Services Siting Ordinance Changes

CAUTION: This email originated from outside of the City of Vancouver. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hi Chad,

I'd like to register my feedback in the way of written comment on the Siting Ordinance Changes. Sorry it's taken me this long to get back with you.

I appreciate the good work you and your team have done on this difficult and sometimes controversial issue. I think the community process, workshops with Council, and otherwise thoughtful dialogue have been useful. You did a good job of summarizing the process and presenting the changes at the September 21 meeting.

On a personal note, as someone who was around and involved in the dispute and community process in 1991, I believe we've come a long way in working together in understanding and accepting differences. Many agencies who once were downtown are no longer there and that's not all bad. The Salvation Army is one of them. While it began on 5th and Main Streets in 1890, it left the downtown area when its lease ran out in March 1998 because there wasn't space available under the siting ordinance restrictions. The Army knows that people throughout the City need services and it strives to meet them.

Overall, I believe the proposed changes are good for everyone. I like the idea of combining service providers into "similar commercial use" categories. The one new category of "community center" for a Day Center is problematic simply because of the "permit fee" assessed to the applicant. This seems punitive and somewhat discriminatory for those who wish to serve individuals on a drop-in basis. I understand there are costs associated with processing an application for Day Center use but to put that expense on the back on a nonprofit who is challenged with finding revenue to fund services, seems unfair. If the City could find some other way to pay for the expense that would reduce the burden, it would be helpful and supportive to those seeking to advance services to low income citizens. Perhaps the regulatory requirements for Day Center applicants could be adjusted to not be so extensive and expensive.

Thank you for allowing me to weigh in with comment on the process!

Steve.

Steve Rusk | Community Relations & Development Director
The Salvation Army | Clark County
Direct: (360) 448-2875
Cell: (360) 953-1872
www.Vancouver.SalvationArmyNW.org





Feedback Regarding the Two Proposed City of Vancouver Actions

Human Services Citing Ordinance

- The Human Services Citing Ordinance repeal is applauded and supported. Similar ordinances have been found by the court to be discriminatory and based on stereotypes rather than facts.

Proposed Commercial Zoning Changes

- Do not adopt the proposed footnotes 13-15. These footnotes unfairly target agencies serving people without homes and create a double standard among like entities providing the same services (e.g.; restaurants vs. meal programs or hotels vs. shelters). Like entities should be held to the same standards and should not be singled out due to perceived guest behavior or stereotypes.
- Footnote 13.1: Requiring an indoor or screened outdoor area for guests to gather in creates an unfair burden on these facilities to provide a far larger footprint than necessary. Restaurants have people gather on the sidewalk as they wait to be seated. Meal programs should be held to the same standard and not be required to provide space for people to gather while they wait a reasonable amount of time to enter the building.
- Footnote 13.3: Requiring facilities to offer indoor temporary secure storage of belongings is an unfair burden being placed upon agencies that serve people who are homeless. Due to the trauma of homelessness, personal belongings often accompany people when they seek services. Asking agencies to provide indoor storage creates large space requirements, and presents challenges around the management of storage and mitigation of security that may ensue. At the very least, offering temporary secure storage should be optional, particularly with storage being available at the day center.
- Footnote 13.4: Accessible, working restrooms should be a requirement consistent among all commercial facilities. Restroom facilities should be accessible to all guests during operating hours in order to meet basic human needs and should not only be a requirement of specific social service facilities.
- Zoning Classification language is outdated and should be updated to encompass currently accepted terminology.
 - Transient Lodging: Emergency Shelter
 - Soup Kitchen: Meal Programs



Healthy Living Collaborative of Southwest Washington

Working together, to make living better - for everyone.

April 23, 2018

Dear Chad Eiken,

The Healthy Living Collaborative (HLC) is a community-driven coalition that works together on upstream initiatives that promote health equity and strengthen communities. The HLC works with over 50 organizations in our southwest Washington region. One of our pillars of work is focused on policy and systems change. We have been watching the development of the repeal of the Human Services Citing Ordinance and want to applaud you for taking a step to prevent potential discrimination. We have provided some suggestions below on the proposed commercial zoning changes.

- Do not adopt the proposed footnotes 13-15. These footnotes unfairly target agencies serving people without homes and create a double standard among like entities providing the same services (e.g.; restaurants vs. meal programs or hotels vs. shelters). Like entities should be held to the same standards and should not be singled out due to perceived guest behavior or stereotypes.
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- Zoning Classification language is outdated and should be updated to encompass currently accepted terminology.
 - Transient Lodging: Emergency Shelter
 - Soup Kitchen: Meal Programs

Thank you for your time.

Sincerely,

A handwritten signature in blue ink, appearing to read "Kachina Inman", with a stylized flourish at the end.

Kachina Inman, MPH
Healthy Living Collaborative of Southwest Washington
Kachina@hlcsww.org
541-520-9382

Eiken, Chad

From: Steve Rusk <steve.rusk@usw.salvationarmy.org>
Sent: Friday, October 19, 2018 4:33 PM
To: Eiken, Chad
Cc: Michael Nute; Sheehan, Peggy
Subject: Human Services Siting Ordinance Changes

CAUTION: This email originated from outside of the City of Vancouver. Do not click links or open attachments unless you recognize the sender and know the content is safe.

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Overall, I believe the proposed changes are good for everyone. I like the idea of combining service providers into "similar commercial use" categories. The one new category of "community center" for a Day Center is problematic simply because of the "permit fee" assessed to the applicant. This seems punitive and somewhat discriminatory for those who wish to serve individuals on a drop-in basis. I understand there are costs associated with processing an application for Day Center use but to put that expense on the back on a nonprofit who is challenged with finding revenue to fund services, seems unfair. If the City could find some other way to pay for the expense that would reduce the burden, it would be helpful and supportive to those seeking to advance services to low income citizens. Perhaps the regulatory requirements for Day Center applicants could be adjusted to not be so extensive and expensive.

Thank you for allowing me to weigh in with comment on the process!

Steve.

Steve Rusk | Community Relations & Development Director

The Salvation Army | Clark County

Direct: (360) 448-2875

Cell: (360) 953-1872

www.Vancouver.SalvationArmyNW.org



**DOING
THE MOST
GOOD™**

Eiken, Chad

Subject: FW: Public Hearing Scheduled to Consider Changes to Human Services Facilities Siting Ordinance

From: Shelly Gaylor [<mailto:shellygaylor@yahoo.com>]

Sent: Tuesday, September 4, 2018 1:38 PM

To: Eiken, Chad

Subject: Fwd: Public Hearing Scheduled to Consider Changes to Human Services Facilities Siting Ordinance

Chad,

Thank you for the information.

When are the two information dates?

I'm having shoulder surgery 9/11 but want to try to get to them.

Would this effect public food service?

In August Free Hot Soup served 3,730 people and in July 2,717.

We support The Perch, St Luke's Women's Shelter's daily and a meal once or twice a week in various areas and the Daycenter sandwiches when we have the resources.

Thank you,
Shelly Gaylor.

Sent from my iPhone

Begin forwarded message:

From: "Eiken, Chad" <Chad.Eiken@cityofvancouver.us>

Date: September 4, 2018 at 11:41:06 AM PDT

Subject: Public Hearing Scheduled to Consider Changes to Human Services Facilities Siting Ordinance

Good morning,

The City of Vancouver Planning Commission will be considering proposed changes to the City's Human Services Facilities Siting Ordinance (VMC 20.870) at a public hearing on Tuesday, September 25, 2018 at 5:30 pm, and you are invited to comment on the proposed amendments. The meeting will be held in the City Council Chambers, second floor of City Hall, 415 W 6th Street, Vancouver, WA. Please note that there are two public hearing items before this one on the September 25th agenda.

Background

In 1991, the City adopted an ordinance which requires certain human service uses (such as homeless shelters, group meal service, food pantries, homeless day centers, etc.) that mandated such uses be dispersed from other similar uses, in some cases by up to one mile, and that such uses meet a number of performance standards such as providing a litter control plan, maintaining sufficient restroom facilities for the clients, providing an indoor waiting area, etc., among other restrictions.

In 2016, in response to legal concerns raised with respect to disparate treatment of such uses and their clients under the code, Vancouver City Council directed staff to propose changes to the ordinance to

Eiken, Chad

Subject: FW: comments re possible Changes to Human Services Facilities Siting Ordinance

From: Steve Cook [<mailto:SCook@columbialandtrust.org>]

Sent: Tuesday, September 4, 2018 1:14 PM

To: Eiken, Chad

Subject: comments re possible Changes to Human Services Facilities Siting Ordinance

Hello Chad:

I'm a Portland resident who works here in Vancouver on Officers' Row. I'm providing some comments purely in my personal capacity, not on behalf of my employer.

I don't understand the proposed changes well enough to understand what they really mean. But here are some thoughts.

- I feel deep sympathy for those who are homeless, addicted, or otherwise in need of human services, and I want to see them get the services they need.
- At the same time, I've seen first-hand the harmful impacts that can result when a population in need, particularly a homeless population, becomes concentrated in one area. I worked in downtown Portland for 30 years, and over those years the downtown area in Portland became less and less pleasant for ordinary citizens. I would walk two blocks for a coffee break, and would be approached by panhandlers multiple times. I sometimes encountered people who were belligerent or threatening, or simply "out of it" with mental illness or intoxication. Many people, particularly women and older people, no longer felt safe in the downtown area. Public amenities, such as parks, became essentially off limits to ordinary citizens, because they were occupied by homeless people and their belongings.

Given that, I very much want to see the government and non-profit agencies that serve homeless people and those in need supported in the work they do, and those in need of services supported in obtaining those services. At the same time, I'm worried about homeless people potentially eroding the safety and pleasantness of the area I work in here in Vancouver. For the last week or so we've had 1 or 2 homeless men sleeping on our porch at night. We're working on resolving that in as humane a manner as we can. But it is a concern, and I hope not the start of a growing problem.

Steve Cook

treat human service facilities in the same manner as other similar commercial uses and eliminate the dispersal requirement. For the past two years at a series of six public workshops with the Planning Commission and five public workshops with the City Council, staff has received a substantial amount of input in regard to the proposal to: a) repeal VMC 20.870 in its entirety, and b) replace it with new text throughout VMC Chapter 20, entitled the Land Use and Development Code. A final draft is now available for public viewing and comments.

The following documents are attached for your information:

- Draft Ordinance dated August 2018
- Matrix which summarizes proposed changes
- SEPA Environmental Checklist
- SEPA Environmental Determination of Non-Significance

Please note that the draft ordinance indicates deletion of existing text shown in ~~strikeout~~ format, and new text shown as underlined. Additionally, the draft ordinance contains possible "alternative language" with text indicated in ***bold red italics*** which reflects direction given to staff by City Council to further remove barriers in the draft to the siting of human services facilities. Such alternative language, which differs from the language suggested by the Planning Commission, is included in order to enable a full discussion of both options at the Planning Commission hearing.

Please direct any comments **no later than Noon on September 25, 2018** to Chad Eiken, Director of Community and Economic Development by email at chad.eiken@cityofvancouver.us, regular mail at PO Box 1995, Vancouver, WA 98668-1995, or submit online comments using the online form available at the below webpage.

For more information, please visit the web page at the below link:

<https://www.cityofvancouver.us/ced/page/human-services-facilities-siting-ordinance-changes>

Sincerely,

Chad Eiken, AICP | Director

<image002.png>

CITY OF VANCOUVER, WASHINGTON

Community and Economic Development Department

P: (360) 487-7882

www.cityofvancouver.us | www.cityofvancouver.us/socialmedia

<image004.jpg>

<Draft HSF Repeal Ordinance 16Aug2018.doc>

<HSF Matrix of Proposed Changes 16Aug2018.xlsx>

<SEPA Checklist HSF Ord 30Aug2018(2).pdf>

<SEPA DNS HSF Ord 30Aug2018.pdf>

Subject:

FW: Planning Comission-City of Vancouver, Washington

----- Original message -----

From: Ceci Smith <ceciryansmith@gmail.com>

Date: 1/25/18 1:44 PM (GMT-08:00)

To: Beth Hovee <bhovee@edhovee.com>

Subject: Fwd: Planning Comission-City of Vancouver, Washington

Please forward.....to Marjorie Ledall

Begin forwarded message:

From: Ceci Smith <ceciryansmith@gmail.com>

Subject: Planning Comission-City of Vancouver, Washington

Date: January 25, 2018 at 1:43:39 PM PST

MEMO TO: City of Vancouver Planning Commission

FROM: Ceci Ryan Smith, Community Volunteer

DATE: January 25, 2018

I am writing to you concerning the Repeal and Rewrite of the City of Vancouver's Human Facilities Ordinance, also known as the 1991 Social Service Siting Ordinance. The Planning Commission has been placed, in a very difficult position.. A position that has too many variables-i.e. moving targets, a concern that belongs to the county and the region and has not been handled, as an evidence based problem, by the City Council or the Vancouver's city staff.

I have worked, as a volunteer, for the City of Vancouver and community non-profits addressing human needs, for those who have barriers to social services, housing, health and education, for 30 years. My most recent leadership positions are: immediate past Chair of the Vancouver Housing Authority and the Community Foundations, Vancouver Women's Foundation. I was a member of the countywide task force for homeless services and a co-author of the 1991 Human Service Siting Ordinance.

The Social Service Siting Task Force met for one year. Topaz Faulkner/Conrad Group wrote the final report. The group included 27 participants, representative of faith based, neighborhoods, public schools, small county cities, Clark County Rental Association, planning commissions, etc. 2 participants , from Clark County Staff and 2 from Vancouver City Staff.

The Social Service Siting Ordinance was unanimously passed by the Vancouver

City Council, summer of 1991. All, of the living council members and the former city manager, are resident's of Vancouver, Washington and are willing to speak to the issue. Several did at the public forum held at the Kiggins Theatre, on November 4, 2017. Two of the key players are deceased, Rose Besserman, Council Woman and Jerry King, City Attorney.

I am a resident of the Hough Neighborhood, therefore I understand the community and social impacts of social service concentration. Hough is the only neighborhood, in Clark County that houses the county's only homeless meal service-3 meals a day, the only men's shelter, the jail, the largest family shelter, the most concentrated subsidized housing complexes, in the county and many other social service providers. Our neighborhood is more highly impacted, by people in need of mental health, housing, food, healthcare, correction services, than any other neighborhood, in Clark County. Zip Code 98660 statistically has the highest numbers of homeless, upon leaving the Clark County jail, if you do not have a release address-one is classified as homeless, in 98660.

This number bodes well, for social service providers asking for state and federal funding.

The following are valid concerns, I and others would like you to consider, as you go through this process:

- *May 2, 2016: Chad Eiken, Community Development Director and Karen L. Reed, Assistant City Attorney presented the staff's request to City Council to Repeal and Replace the HSF

- *several statements, in their presentation were false:

- 1-Legal and Social Context for Ordinance:

- *Blamed the purpose of Ordinance M 2930 on over-concentration of human service facilities, but no evidence of support.....evidence included in final report of Topaz Faulkner/Conrad Group Report

- *Substantial public controversy existed in 1991 for re-regulation of users, dispersal requirement and review processes; pp. 2&3 pf final report:

- *"Quoting, from the Faulkner Report, which was not shared, with city council: report represents the work of the Task Force as well as its recommendations. The first section includes a succinct statement of the problem, followed by policies and guidelines that are recommended to all of the jurisdictions for consideration and adoption. Guidelines that were not reviews and accepted by the Task Force, due to time constraints, have been placed in a separate section

In some cases, the absence of a definition for "social services" acted as a constraint upon the Task Force recommendations, since it could not require actions of an undefined agency or provider. The definition contained within Ordinance M-2930 was not acceptable to many members of the Task Force. Several of them noted that impacts from a human service are the same whether the services are being provided to "socially disadvantaged people" or a

reduced fee, or to this community residents who are able to pay the full cost.

The Task Force decided to separate human service facilities into three groups — residential, office and community (i.e. churches) — and to focus on the characteristics functions of these facilities to create a definition for each type. Although the group spent a significant amount of time discussing these facilities, and the impacts of each, it was unable to complete the effort of developing definitions. It should be noted that no other jurisdiction contacted during this study has a definition for the term ‘social services’ either. The Task Force discussion did, however, provide an excellent foundation for drafting guidelines intended to address specific impacts.

During their final meeting, the Task Force voted to replace the term ‘social services’ with ‘human services’, and this change has been reflected in the recommendations. The remainder of the report provides data generated by the social service agency questionnaire and information gathered by the Task Force Subcommittees. Some of the issues raised are tangential to the primary purpose of siting social services; however, the issues are important and it is the wish of the Task Force to emphasize their value by including them in the report.”

****2016-City Staff did not give City Council evidence based material, for repeal**

2-City claims (2016) Human Service Facilities were not defined, in Ordinance M-2930 or its work up-FALSE 2016 city says:

“Human Service Facilities-not defined, probably facilities providing ‘basic shelter, food, job training and other health and social services’ to needy-statement FALSE

3-City claims Ordinance 2013 addresses Transitional Housing.....city claims ordinance addresses group homes, which it does not. Group Homes are protected under the Fair Housing Act. City’s cannot speak to that.....Fair Housing is Federal law.

4-Ordinance M 2930 does not speak to Household Defined, as stated in the city’s 2016 report

5-Vancouver City Attorney, Bronson Potter claims Ordinance M 2930 can be legally tested for ‘facial neutrality’ against a 20+ year old Bellevue case dealing with Group Homes. Ordinance M 2930 does not address" group homes, therefore it does not address: successful mainstreaming of disabled, freedom of choice in disabled housing, as the city claims FALSE

6-Attorney Potter claims Ordinance M2030 is ‘void for vagueness’; City fails to present social evidence: those with barriers to services have any problem, finding services, in their neighborhoods—how dispersal of social services exist throughout the City of Vancouver, i.e. feeding places, shelters, etc..

7-Ordinance M 2930 is based on user status not land use impacts; Ordinance M 2930 is based on equality of user needs: not status or land use impacts. Discriminatory barriers and social service concentration is proven to

exist in the City of Vancouver.

8-purpose of Ordinance M 2930 is to integrate services not concentrate and discriminate which is the current practice

9-Attorney Potter says there may be state law challenges.....so far there have been NO legal challenges to Ordinance M2930. There have been numerous city's who have used this ordinance or parts of it, to avoid social service concentration(integration of social services), in their communities

10-Many successes of Ordinance M 2930 are to be found: Expansion of population and uses:

Salvation Army, Children's Center, VPS Family Resource Centers, Shelter Dispersal by the Vancouver Housing Authority and others

In conclusion, Ordinance 2930 Repeal and Rewrite is not evidence based. So far the Vancouver City's Attorney Office has not given ANY comparable cases to base their claim upon; they have not presented how other communities, of equal size address, how they equitably address social service/human service placement for those with human and financial barriers.

Zoning is not going to solve the problem. The problem is to ensure DISPERSAL and INTEGRATION, of services, to those citizen's who are challenged, in finding opportunities to housing and services because of income, disability or special needs in an environment that allows for personal dignity, in a manner that ensures public trust.

Ceci Ryan Smith
2001 Daniels Street
98660

360-693-0974

Eiken, Chad

Subject: FW: Form submission from: Human Services Facilities Public Comment Form

-----Original Message-----

From: City of Vancouver Washington [<mailto:webresponse@cityofvancouver.us>]

Sent: Tuesday, September 25, 2018 11:45 AM

To: Eiken, Chad

Subject: Form submission from: Human Services Facilities Public Comment Form

Submitted on Tuesday, September 25, 2018 - 11:45am Submitted by anonymous user: 152.132.10.73 Submitted values are:

Name: Carmen Caraballo

Address: 701 Columbia St

Email: esthershort.na@gmail.com

Phone Number: 9702170279

Do you represent a group? N/A

Please provide any comments you may have on the project:

Two major concerns about the proposed Human Service Facilities Siting Ordinance changes below.

One of the concerns is the elimination of the dispersal requirement which means disproportionate availability of services. Previous documentation shown at a Vancouver Neighborhood Alliance meeting revealed that the City Center was one of very few areas where services would be permitted. If one looks at the map, it is easy to see the Westside of Vancouver already has a large number of entities that provide services. There are residents all across the city that need services and low income residents may not have the time or financial means to travel across the city for services. I have previously recommended and continue to request that the City provide an avenue for all the stakeholders involved (I believe 31 originally in 1991) to reconvene to openly discuss the needs and desires and work TOGETHER on a revision vs appearing to railroad a city agenda.

The second major concern is no performance standards. It has already been evidenced in the Esther Short Neighborhood what negative impacts can happen. Part of this may be due to clientele, part may be due to how the organization is run or volunteers doing what they believe are good deeds, but at the end of the day, no neighborhood should be subjected to the trash, health and sanitation concerns, and indecent behavior that occurs- often times unchecked.

The City of Vancouver has already developed a reputation across the country of being an "easy" place. Let's not let "easy" continue to result in degradation. Performance standards create reasonable expectations for all involved and are very much needed, among all facilities. Thank you.

The results of this submission may be viewed at:

<https://www.cityofvancouver.us/node/37600/submission/173396>

September 25, 2018

Vancouver Planning Commission
c/o Chad Eiken – Director of Community and Economic Development
City of Vancouver – P. O. Box 1995
Vancouver, WA 98668-1995

Subject: Proposed Amendments to the Human Services Facilities Siting Ordinance (VMC 20.870)

I am writing to submit this letter and attachment for the public record with the September 25 public hearing – to address the following concerns with the draft HSF repeal ordinance:

1. Why remove an ordinance that has served this community well for 27 years? In the years since, human service providers have proven able to locate new and improved facilities integrated within rather than isolated from the rest of the community. Better to fine-tune than replace what works.

2. Legal rationales do not appear to require the sweeping changes that have been proposed. City staff have not shown that Fair Housing Act (FHA) court cases apply to human service related land uses that do not involve housing. And there is not federal court agreement even about how the FHA should be applied to circumstances that are directly housing related. I would encourage reading of the attached article in the Golden Gate University Law Review titled: "Justifying Discrimination: How the 9th Circuit circumvented the Intent of the Fair Housing Act." In this case, the result of the Court's decision was to limit rather than facilitate new homeless housing in Boise.

3. The SEPA checklist unduly gives short shrift to increased need for public services. There is evidence that human service related facilities require more public services than other similar commercial uses. If this was not the case, why are there regular City sweeps to address recurring public safety and health hazards? And why has the Planning Commission thoughtfully considered special conditions and performance standards to address these negative public service impacts?

4. The community would be better served by a broader conversation involving the full range of stakeholders before proceeding to revise land use codes. The current planning process is incomplete by: a) focusing on land use only and not the full range of human service issues that have become more pervasive in recent years; and b) not facilitating a discussion that includes but extends beyond land use. A re-start can improve the opportunity for broader community buy-in.

5. If the Planning Commission does opt to recommend a repeal ordinance to City Council, the language proposed by the Planning Commission (rather than the alternative) would be the least onerous to both residential and business livability. The new performance standards proposed likely will place an added burden on business. The discussion about whether to impose these standards is clear evidence that human-service uses can be associated with impacts different than those of other commercial businesses. However, if the existing ordinance is to be repealed, adoption of standards is the lesser burden – offering better protection and enhancement for Vancouver neighborhoods and businesses that helps offset the added requirements imposed.

Sincerely,



Eric Hovee - P. O. Box 225
Vancouver WA 98666

September 25, 2018

Vancouver Planning Commission Hearing on the Human Service Facilities Ordinance

Section 20.870.010 Purpose.

~~Community benefits. Facilitating the provision of basic shelter, food, job training and other health and social services to those City residents in need is an important function of the community. At the same time, it is important that these be regulated in a way that minimizes any adverse off-site impacts, particularly in established neighborhoods where such facilities tend to be located. There is a particular concern that no area bear a disproportionate burden in the provision of these services. The purpose of this Chapter is to identify the procedures and criteria by which such Human Service Facilities will be reviewed.~~

~~(M 3643, Added, 01/26/2004)~~

To Members of the Planning Commission,

The above *Purpose* statement is taken from the opening of the Human Service Facilities Ordinance, which you are being asked to repeal and to accept the code definitions that incorporate high impact social services. The current HSF ordinance has been changed over the years. However, it has never included housing as defined by the Fair Housing Act in the ordinance. The ordinance does include “shelters” which, by the Washington State Administrative Code, is call “transient accommodations” i.e. where stays are 30 days or less.

The problem with putting social service facilities into codes, is that it does not address the problem of how social service providers tend to locate their facilities in areas where neighborhoods already “...bear a disproportionate burden in the provision of these services”.

Attempting to categorize various social service facility types into their closest commercial counterparts will be problematic because the impacts of social service and commercial uses can be quite different. This categorization also disregards an important objective of the current HSF which is to avoid the disproportional burden to a small set of neighborhoods in which these facilities would prefer to locate. This is not beneficial for the needs to better mainstream their clients and is detrimental to the vitality of the neighborhoods in which the service providers concentrate. Strategically locating facilities in a dispersed manner better serves those receiving the services and the vitality of all neighborhoods across our community.

Therefore, the proposed repeal and replacement of the current ordinance with codes and no conditional use provisions will not protect neighborhoods from becoming over concentrated by the high impact social services.

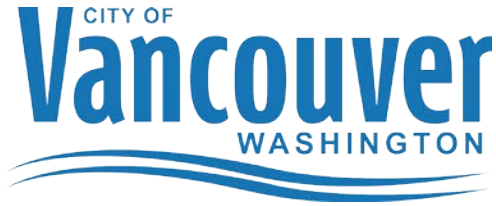
I would like to see the Planning Commission and the City Council reconvene a siting task force with all stakeholders (including neighbors) to come up with a fair and equitable plan for services to be placed in underserved areas of the city and county.

Thank you.

Beth Hovee



2408 Main Street, Vancouver, WA 98660



MEMORANDUM

DATE: November 19, 2018

TO: Mayor and City Councilmembers

FROM: Council Committee I (Glover, Hansen, Stober)

RE: **RECOMMENDATIONS FOR APPOINTMENT TO THE PUBLIC FACILITIES DISTRICT BOARD OF DIRECTORS**

CC: Eric J. Holmes, City Manager
Michelle Bartley, Boards & Commissions

The Public Facilities District (PFD) Board was created by the City Council to develop the Special Events Center in downtown Vancouver.

Committee 1 recently interviewed three candidates for appointment to the Public Facilities District (PFD) Board. Abbie Layne is being recommended for appointment to a full term appointment beginning immediately and expiring November 30, 2022.

If there are no objections, I would like to make these appointments at the **Monday, November 19, 2018**, Council meeting.

Attachments:
Current Roster
Applications



Board of Directors

Linda Glover
President

Christie Rust
Vice President

Linda Reid
Secretary

Michelle Thor
Treasurer

Michael Lary

Celinda Rupert

Merry Saari

Dan Wyatt Jr.

Brittany Bagent

Esther Cho Liu

Richard Burrows

Andy Cornett

Adam Murray

Steve Becker, *Executive
Director*

811 Main Street
Vancouver, WA 98660
360.258.1129
www.vdausa.org

November 6, 2018

Michelle Bartley
City of Vancouver Boards & Commissions
Office of the City Manager
415 W. 6th Street
Vancouver WA 98660

Dear Michelle,

Please accept this letter in support for the appointment of Abbie Layne to the Public Facilities District Board.

Abbie's exceptional professional background makes her uniquely qualified to serve our community on the PFDB. From engineering and technology to complex infrastructure management projects, Ms. Layne will be an asset to this important organization.

On behalf of Vancouver's Downtown Association, I am pleased to give our highest endorsement.

Sincerely,

Executive Director
Vancouver's Downtown Association
director@vdausa.org

VOUCHER APPROVAL

We, the undersigned council members of the City of Vancouver, Clark County, Washington, do hereby certify that the merchandise or services hereinafter specified have been received and that the vouchers listed below are approved for payment in the amount of:

\$ **12,027,252.30** this 19th day of November 2018.

MAYOR



AUDITING OFFICER

COUNCILMEMBER

COUNCILMEMBER

DATE	INCLUSIVE CHECK NUMBERS	CHECK TOTAL
October 30 - November 12	Accounts Payable Checks (see attached)	\$ 9,019,086.90
October 30 - November 12	Visa Refunds (see attached)	\$ -
October 30 - November 12	Payroll Checks (see attached)	\$ 3,008,165.40
TOTAL		\$ 12,027,252.30

INVOICE PAYMENTS REPORT

Check Number	Check Date	Amount	Vendor Name	Description
119957	31-Oct-2018	695,009.97	STATE OF WASHINGTON	***WIRE*** 10 2018 PERS/LEOFF
119958	31-Oct-2018	8,500.00	MARK BROWN	***WIRE*** 18OCT - MONTHLY INTERGOVERNMENTAL RELATIONS - CMO
119961	01-Nov-2018	3,680.75	INTERNAL REVENUE SERVICE	***WIRE*** 10 2018 PENSION TAXES
119962	01-Nov-2018	282,339.62	US BANK TRUST	***WIRE*** TAX REVENUES - TREASURY
119963	02-Nov-2018	204,739.22	STELLAR J CORP	***WIRE*** WATER STATION 1 - PHASE 1 - EST 22 - THRU 09/25/18
119964	02-Nov-2018	1,397,743.62	TAPANI UNDERGROUND INC	***WIRE*** WATERFRONT PARK TRAIL - EST 17 - THRU 09/28/18
119965	05-Nov-2018	176,501.55	BLUE CROSS BLUE SHIELD OF OR	***WIRE*** WEEKLY CLAIMS, WEEK 5 OF OCTOBER
119966	05-Nov-2018	20,581.32	BANK OF AMERICA	***WIRE*** UTILITY POSTAGE IMPREST ACCT FOR OCT 2018 - UTILITIES
119967	31-Oct-2018	2,407.98	ACTIVE NETWORK INC	***WIRE*** ACTIVENET FEES - 10/22/18-10/31/18 - TREASURY
119968	30-Oct-2018	681,534.01	PNC BANK NATIONAL ASSOCIATION	***WIRE*** PNC PAYMENT TO COVER 10/22/18 STATMENT
119969	30-Oct-2018	12,624.28	PNC BANK NATIONAL ASSOCIATION	***WIRE*** DIFFERENCE OF THE TOTAL STMT TO THE ACTUAL INV DUE TO AN UPLOAD ISSUE THAT IT IS WORKING ON
119970	09-Nov-2018	269,735.51	KAISER PERMANENTE	***WIRE*** KAISER MEDICAL PREMIUMS FOR NOVEMBER
119971	09-Nov-2018	12,495.73	KAISER PERMANENTE	***WIRE*** KAISER DENTAL PREMIUMS FOR NOVEMBER
119972	09-Nov-2018	66,350.17	WASHINGTON DENTAL SERVICE	***WIRE*** WDS DENTAL ACTIVE FT NOVEMBER PREMIUMS
119973	09-Nov-2018	648.06	WASHINGTON DENTAL SERVICE	***WIRE*** WDS DENTAL ACTIVE PT NOVEMBER PREMIUMS
119974	09-Nov-2018	1,275.16	VANCOUVER FIRE COMMAND OFFICERS	***WIRE*** PAYROLL
119975	09-Nov-2018	12,237.60	WESTERN STATES HEALTH &	***WIRE*** PAYROLL
119976	09-Nov-2018	12,280.54	ALLEGIANCE BENEFIT PLAN MANAGEMENT	***WIRE*** PAYROLL
119977	09-Nov-2018	6,222.73	ICMA 401A	***WIRE*** PAYROLL
119978	09-Nov-2018	24,838.27	VANCOUVER FIREFIGHTERS UNION HEALTH	***WIRE*** PAYROLL
119979	09-Nov-2018	375.00	OREGON SDU	***WIRE*** PAYROLL
119980	09-Nov-2018	17,900.00	WASHINGTON STATE FIREFIGHTERS	***WIRE*** PAYROLL
119981	09-Nov-2018	20,773.02	ING	***WIRE*** PAYROLL
119982	09-Nov-2018	55,937.64	STATE OF WASHINGTON 457	***WIRE*** PAYROLL
119983	09-Nov-2018	6,292.83	WASHINGTON SDU	***WIRE*** PAYROLL
119984	09-Nov-2018	149,256.41	ICMA CORP	***WIRE*** PAYROLL
119985	09-Nov-2018	75.00	HRA VEBU PLAN	***WIRE*** PAYROLL
119986	09-Nov-2018	423,848.06	VANCOUVER FIREFIGHTERS UNION HEALTH	***WIRE*** FIRE TRUST NOVEMBER PREMIUMS
119987	09-Nov-2018	269.00	BLUE CROSS BLUE SHIELD OF OR	***WIRE*** BLUE CROSS NOVEMBER ADMIN PT NOVEMBER PREMIUMS
119988	09-Nov-2018	2,474.80	BLUE CROSS BLUE SHIELD OF OR	***WIRE*** BLUE CROSS NOVEMBER ADMIN PREMIUMS VHA
119989	09-Nov-2018	197,093.75	WESTERN STATES HEALTH &	***WIRE*** OPEIU HEALTH PREMIUMS NOVEMBER
119990	09-Nov-2018	22,542.20	BLUE CROSS BLUE SHIELD OF OR	***WIRE*** BLUE CROSS NOVEMBER ADMIN NOVEMBER PREMIUMS
119991	09-Nov-2018	14,751.20	LYNN WITTWER MD PC	***WIRE*** 18OCT - AMERICAN MEDICAL RESPONSE SERVICES - FINANCE
119992	09-Nov-2018	4,790.70	LYNN WITTWER MD PC	***WIRE*** 18OCT - VANCOUVER FIRE DEPT SERVICES - FINANCE/FIRE
596385	30-Oct-2018	448.76	A LINE ASPHALT MAINTENANCE INC	18SEP - MAINTENANCE RATED SWEEP - OP CENTER
596386	30-Oct-2018	55.10	ACTION TECHNOLOGY SYSTEMS	PERMIT WITHDRAWN
596387	30-Oct-2018	55.48	ARAMARK UNIFORM SERVICES INC	CUST 792566477 - COVERALL CLEANING - THRU 10/03/18 - OP CENTER
596388	30-Oct-2018	2,063.94	ARBORSCAPE LTD INC	10/03/18 - REMOVE DEAD PINE TREES - 8 EA - ALONG MACARTHUR AND E MILL PLAIN - OP CENTER
596389	30-Oct-2018	120.00	ARNADA NEIGHBORHOOD ASSN	2018 PARTICIPATION IN RECYCLING 101 COMPLETED - SOLID WASTE
596390	30-Oct-2018	300.00	ASSOCIATION OF OREGON RECYCLERS	2018 ANNUAL GOVERNMENT MEMBERSHIP DUES - LARGE ORG - SOLID WASTE
596391	30-Oct-2018	86.46	AT&T MOBILITY II LLC	ACCOUNT # 287238238360 - 9/17/18-10/16/18 - IT

INVOICE PAYMENTS REPORT

Check Number	Check Date	Amount	Vendor Name	Description
596392	30-Oct-2018	8,500.00	BERRY DUNN MCNEIL & PARKER LLC	CLIENT 111225.40 - DEVELOPMENT OF STRATEGIC IT PLAN - THRU 10/03/18 - INFO TECH
596393	30-Oct-2018	785.90	BIO MANAGEMENT NORTHWEST INC	09/12/18 - SQUAD CAR & EVIDENCE LOCKER BIO HAZARD CLEANING - VPD
596394	30-Oct-2018	400.00	BRADLEY WAGER	10/06/18 - LIVE PERFORMANCE - OLD APPLE TREE FESTIVAL - WREC - RECEIPT 137923 BY K ELLIOTT PER E-MAIL
596395	30-Oct-2018	33,789.08	CENTENNIAL CONTRACTORS ENTERPRISES, INC.	2018 CURB RAMPS FOR RESURFACING - EST 1 - THRU 07/31/18
596395	30-Oct-2018	43,609.05	CENTENNIAL CONTRACTORS ENTERPRISES, INC.	CLARK CO MUSEUM STAIRS/HVAC - EST 1 - THRU 09/28/18
596396	30-Oct-2018	19.46	CLARK COUNTY	ACCT 122595000 - FIRE PATROL ASSESSMENT - GRAHAM PROPERTY TAXES 2018 - PARKS ADMIN
596397	30-Oct-2018	526,283.72	CLARK COUNTY	Q1 2018 JAIL SERVICES - BUDGET
596398	30-Oct-2018	20,990.43	COBBLESTONE HOMES LLC	PROJ 414747 - REHAB LOAN PROGRAM - P CAMPBELL - 14605 NE 52ND CIR - 10/23/18 - CDBG FUNDING
596399	30-Oct-2018	25,437.14	COLUMBIA FORD	2018 FORD ESCAPE - VIN 1FMCU0GD2JUD51959 - EQUIP SERVICES
596399	30-Oct-2018	33,940.58	COLUMBIA FORD	2018 FORD F150 - VIN 1FTEX1CB4JKF37545 EQUIP SERVICES
596400	30-Oct-2018	109.95	COMCAST CABLE COMMUNICATIONS INC	8778 10 101 3255970 - 10/24/18-11/23/18 - VPD WEST PRECINCT
596401	30-Oct-2018	216.53	COMCAST CABLE COMMUNICATIONS INC	ACCT 8778 10 101 3570774 - HIGH SPEED INTERNET - 10/28/18-11/27/18 - CITY HALL
596402	30-Oct-2018	1,089.04	CONSOLIDATED SUPPLY CO	CUST 23132 - OPERATING SUPPLIES - OPS CENTER
596403	30-Oct-2018	292.35	CORPORATE TRANSLATION SVCS INC	CLIENT ID 15540 - INTERPRETER SERVICES - 18SEP - VPD
596403	30-Oct-2018	383.91	CORPORATE TRANSLATION SVCS INC	CLIENT ID 15541 - INTERPRETER SERVICES - 18SEP - HR
596404	30-Oct-2018	6,972.76	CREO INDUSTRIAL ARTS LLC	CUST 00-4878317 - JOB 2018285 - VANCOUVER WATERFRONT PARK - THRU 09/27/18 - PARKS ADMIN
596405	30-Oct-2018	2,220.00	DIVERSIFIED INSPECTIONS/ITL INC	CUST VANCOU - SAFETY INSPECTIONS - 12 UNITS - 04/26/18-04/27/18 - EQUIP SERVICES
596406	30-Oct-2018	11,000.00	DODGE CONSULTING & PUBLICATIONS LLP	08/23/18-10/02/18 - CONSULTING FEE - CASE 3:17-CV-05414-RBL - PRE-TRIAL FOCUS GROUPS - RISK
596407	30-Oct-2018	18,904.53	EMPLOYMENT SECURITY DEPT	2018 QTR 3 - ESD 000-945137-10-1 - EMP TAXES - HR
596408	30-Oct-2018	6,519.00	GALLAGHER BASSETT SERVICES INC	CONTR 00423500107 - CLIENT C004235000 - MONTHLY CLAIMS ADMIN SERVICE FEE - THRU 11/29/18 - RISK
596409	30-Oct-2018	1,633.72	GALLS LLC	ACCT 1001096190 - FIRE UNIFORM - FIRE
596410	30-Oct-2018	722.59	GENUINE PARTS COMPANY	CUST 7970 - 18OCT - PARTS FOR VEHICLE AND EQUIPMENT REPAIRS - EQUIP SERVICES
596411	30-Oct-2018	171.47	GORDON TRUCK CENTERS	CUST 96056 - 18SEP - PARTS FOR VEHICLE AND EQUIPMENT REPAIR - EQUIP SERVICES
596412	30-Oct-2018	2,160.26	HALBERT CONSTRUCTION LLC	ALLSTATE BUILDING LOCKS - EST 1 - THRU 10/02/18
596412	30-Oct-2018	14,170.57	HALBERT CONSTRUCTION LLC	INV 631-89340-1 - DAY CENTER GENERAL REPAIR - EST 1 - THRU 03/11/18
596412	30-Oct-2018	4,251.27	HALBERT CONSTRUCTION LLC	INV 699-90078-1 - ZHEN TOWER PLAZA - EST 1 - THRU 07/18/18
596412	30-Oct-2018	13,759.10	HALBERT CONSTRUCTION LLC	INV 719-90271-1 - ESTHER SHORT BELL TOWER MAINTENANCE - EST 1 - THRU 08/24/18
596412	30-Oct-2018	6,762.82	HALBERT CONSTRUCTION LLC	INV 736-90474-1 - FIRE STATIONS 1 & 2 - EST 1 - THRU 09/30/18
596413	30-Oct-2018	856.00	HDJ DESIGN GROUP	PROJ HDJ3755-000 - NE 137TH AVE CORRIDOR - 18AUG - CONSTRUCTION - RECEIPT 138197 BY L PETERSEN PER E-MAIL
596414	30-Oct-2018	46.08	HEALTH SMART BENEFITS SOLUTIONS INC	RX SAVINGS CLAIM
596415	30-Oct-2018	200.00	JOAN KROUT DBA CLARK CO MOBILE DRUG TESTING	06/17/18 - MEDICAL TESTING SERVICES - 10 EA - OP CENTER - RECEIPT 138116 & 138170 BY A BAFUS PER E-MAIL
596416	30-Oct-2018	9,044.59	KEATING BUCKLIN & MCCORMACK INC PS	CLIENT MATTER 1109-00002 - LEGAL SERVICES - COV ADV QUINN - 07/27/18-09/28/18 - RISK

INVOICE PAYMENTS REPORT

Check Number	Check Date	Amount	Vendor Name	Description
596417	30-Oct-2018	137.90	Kendall, John A	REIMBURSEMENT FOR ELECTRICAL LICENSE RENEWAL FOR JOHN KENDALL
596418	30-Oct-2018	2,583.00	LAW OFFICES OF SUSAN DRUMMOND PLLC	FILE VANLU - LEGAL ASSISTANCE - LAND USE ISSUES - THRU 09/25/18 - LAW
596419	30-Oct-2018	172,305.76	LEE CONTRACTORS LLC	WATER STATION 5-7 STORAGE TOWER-SEISMIC IMPROVEMENTS - EST 4 - THRU 10/05/18
596420	30-Oct-2018	1,189.10	LINE X OF LONGVIEW INC	ARE #2204 F250 - CANOPY - ALURACK
596421	30-Oct-2018	420.59	LN CURTIS & SONS	CUST C32902 - ORDER 431861 - FIRE
596422	30-Oct-2018	770.00	MAKHAN UPPAL	PARCEL 110291-032 - REAL PROPERTY VOUCHER - MILL PLAIN BLVD-104TH AVE TO CHKLOV DR - 10601 SE MILL PLAIN BLVD - PROTECTIVE RENT - 2 LOCATIONS @ \$385.00 PER MO - 18SEP - CONSTRUCTION
596423	30-Oct-2018	75.00	MARQUAM GROUP LTD	VPD SHAREPOINT SUPPORT - THRU 10/05/18 - INFO TECH - RECEIPT 138129 BY J SCHOESSLER PER E-MAIL
596424	30-Oct-2018	431.43	METRO MACHINERY RIGGING INC	JOB 203374 - '99 KOHLER GENERATOR - MACHINERY MOVING SERVICES - ADDL INVOICE - 6803 NE 78TH ST - MP ENG
596425	30-Oct-2018	6,701.24	MISCELLANEOUS	SUMMARY: CITY UTILITIES REFUNDS, PARKS REFUNDS & OTHER MISC REFUNDS
596511	30-Oct-2018			
596512	30-Oct-2018	483.00	MUNICIPAL EMERGENCY SERVICES INC	ACCT C38471 - DYNA FIT SUSPENDERS - FIRE
596512	30-Oct-2018	4,670.61	MUNICIPAL EMERGENCY SERVICES INC	ACCT C38471 - HFRP TAIL COATS AND PANTS - FIRE
596513	30-Oct-2018	1,980.00	NEW HORIZONS COMPUTER LEARNING CENTER OF PORTLAND INC	CSVS-OSAA - COMPUTER SOFTWARE TRAINING/RELATED SERVICES - ON-SITE - 12 STUDENTS - 09/19/18 - HR
596514	30-Oct-2018	13.73	Newman, Justin N	ONCALL OUTAGE
596515	30-Oct-2018	15.00	NW NATURAL	ACCT #2620143-4 - GAS USAGE 9/19/18-10/18/18 - ENGLISH PIT
596516	30-Oct-2018	342.00	OTAK INC	PROJ 017867.A00 - VANCOUVER COUNTRY CLUB VILLAGE LID RETROFIT - THRU 09/28/18 - MP ENG - RECEIPT 138194 BY L JONES PER E-MAIL
596516	30-Oct-2018	1,197.00	OTAK INC	PROJ 018322.000 - STRUCTURAL ENGINEERING REVIEW OF STEEL COMPONENTS FOR GT-1 - WESTSIDE WASTEWATER PLANT - THRU 09/28/18 - MP ENG - RECEIPT 137907 BY A
596517	30-Oct-2018	300.00	PACIFIC TALENT INC	09/29/18 - MUSICAL ENTERTAINMENT - WATERFRONT PARK OPENING - PARKS ADMIN
596518	30-Oct-2018	6,900.00	PARKEON	CUST 0030328P - SO P74517 - PARKFOLIO LEVEL 3 FEES - 138 EA - 18SEP - PARKING
596519	30-Oct-2018	100.00	PARKWAY EAST NEIGHBORHOOD ASSN (4188)	2018 PARTICIPATION IN THE RESOURCE CONSERVATION CHALLENGE - SOLID WASTE
596520	30-Oct-2018	100.00	PATRICK HILDRETH DBA PDH CREATIVE	WEB CARE/HOSTING - MARKETING OUTREACH - CDD
596521	30-Oct-2018	1,127.36	PC SPECIALISTS INC	CUST 29019 - POWER INJECTOR (802.3AT) 10
596521	30-Oct-2018	113,633.14	PC SPECIALISTS INC	CUST 29019 - VARIOUS PRODUCTS/UPGRADES - SHIPPED 07/16/18 - INFO TECH - RECEIPTS 137886 & 137887 BY J SCHOESSLER PER E-MAIL
596522	30-Oct-2018	5,045.00	PITNEY BOWES INC DBA PURCHASE POWER	ACCT 8000-9090-0488-3695 - POSTAGE REFILL - STATE CONTRACT 05516 - THRU 10/18/18 - UTILITIES
596523	30-Oct-2018	466.33	PORTLAND MECHANICAL CONSTRUCTION INC	INV 273910 - TOWN PLAZA HVAC INSPECTIONS/REPAIR PROJECT - EST 19 - THRU 10/02/18 - RECEIPT 137957 BY P NEWTON PER E-MAIL
596524	30-Oct-2018	124.22	PRAXAIR DISTRIBUTION INC	CUST 83600654 - CO2 LIQUID BULK TANK 460# - THRU 10/04/18 - PARKS & REC MARSHALL POOL
596525	30-Oct-2018	1,044.70	QWEST CORP DBA CENTURY LINK	ACCOUNT # 83755295 - 9/12/18 - 10/11/18 - CURRENT CHARGES - IT
596526	30-Oct-2018	208.67	RENTOKIL NORTH AMERICA INC	CUST 30279 - MONTHLY PEST CONTROL MAINTENANCE - 10/02/18 - FIRSTENBURG COMM CTR - RECEIPT 137718 BY P NEWTON PER E-MAIL
596526	30-Oct-2018	102.98	RENTOKIL NORTH AMERICA INC	CUST 30279 - ONE SHOT CC - PEST CONTROL SERVICES - 10/05/18 - FIRSTENBURG COMM CTR - RECEIPT 137848 BY P NEWTON PER E-MAIL
596527	30-Oct-2018	92.14	RIVERSIDE CONTAINERS LLC	JOB 49628 - RENTAL - 20' STEEL CONTAINER - 18OCT - CONSTRUCTION - RECEIPT 138220 BY L PETERSEN PER E-MAIL

*Please contact Procurement Services if you would like to review the justification for EMERGENCY procurement.

INVOICE PAYMENTS REPORT

Check Number	Check Date	Amount	Vendor Name	Description
596528	30-Oct-2018	502.00	ROTSCHY INC	CLIENT 59 - VAC TRUCK DUMP, ASPHALT IN - OPS CENTER
596529	30-Oct-2018	29,347.50	S & F LAND SERVICES INC	PROJ 2018-035-06 - CURB RAMP/STREET TOPOGRAPHIC/UAV MAPPING SURVEY-TASK ORDER 6 - THRU 09/29/18 - CONSTRUCTION
596530	30-Oct-2018	5,631.10	SALVATION ARMY	PROJ 601702 - GUIDING LIGHT SALVATION ARMY - 18SEP - HOME FUNDING
596530	30-Oct-2018	2,598.80	SALVATION ARMY	PROJECT 414736 - GUIDING LIGHT HOUSING SERVICES - 18SEP - HOME FUNDING
596531	30-Oct-2018	3,057.36	SAN DIEGO POLICE EQUIPMENT CO	CUST 52 - ORDER 90592- OPERATING SUPPLIES - VPD
596532	30-Oct-2018	1,936.04	SHARON RICE	HEARINGS EXAMINER SERVICES - ALLEN TREE APPEAL/SOUTH TOWER AT VANCOUVER CENTER - ADVANCED FILE REVIEW/PUBLIC HEARING/FINDINGS-CONCLUSIONS-DECISION - THRU 10/05/18 - DRS - RECEIPT 138046 BY B THOMAS PER E-MAIL
596532	30-Oct-2018	841.50	SHARON RICE	HEARINGS EXAMINER SERVICES - APPEALS - FIREWORKS/FIRE CITATIONS - ADVANCED FILE REVIEW/DECISION-ORDERS - THRU 10/05/18 - DRS - RECEIPT 138124 BY B THOMAS
596532	30-Oct-2018	3,817.34	SHARON RICE	HEARINGS EXAMINER SERVICES - TED PYLE APPEAL - ADVANCED FILE REVIEW/PUBLIC HEARING/FINDINGS-CONCLUSIONS-DECISION - THRU 10/06/18 - DRS - RECEIPT 138045 BY B THOMAS PER E-MAIL
596533	30-Oct-2018	5,035.00	SONIA LOPEZ DBA ACTION ONSITE INC	18SEP - INJURY ASSESSMENT TRAINING - OP CENTER - RECEIPT 137858 BY P NEWTON PER E-MAIL
596534	30-Oct-2018	11.70	STATE OF OREGON	ACCT 83038 - AUTOMATED METER SKIPS-CARD/TAPE ENTRY RECORDS - THRU 09/28/18 - PARKING
596535	30-Oct-2018	5,196.45	STATE OF WASHINGTON	ER PORTION OF MEMBER'S OPTIONAL BILL 01302324
596536	30-Oct-2018	77,516.98	STATE OF WASHINGTON	LEASEHOLD EXCISE TAX RETURN Q2-18 - PUBLICLY OWNED PROPERTY
596537	30-Oct-2018	95.00	T2 SYSTEMS INC	CUST 1359 - ROVR SERVICE - 18SEP - MIN FEE - PARKING
596538	30-Oct-2018	130.41	Tacon, Robert Braun Michael	ACCIS CONFERENCE IN SKAMANIA WA, OCT. 17-19, 2018 - POST TRAVEL
596539	30-Oct-2018	108.40	TOWING & RECOVERY SERVICES INC	TOWING - '91 HONDA CIVIC - NO PLATES - FROM 8050 VAN MALL DR TO WEST PRECINCT - CASE UNSPECIFIED - VPD
596540	30-Oct-2018	4,624.42	UNIVAR USA INC	CUST 107817 - ORDER 209890 - CAUSTIC SODA - OPS CENTER
596541	30-Oct-2018	70.00	VANCOUVER AIRE LLC DBA FRESH AIRE AIR FRESHENERS	ROUTE 1-3 0 - DEODORIZING SERVICE - THRU 10/02/18 - FIRSTENBURG COMM CTR - RECEIPT 138102 BY P NEWTON PER E-MAIL
596542	30-Oct-2018	7,500.00	VANCOUVER ROTARY FOUNDATION	2018 COMMUNITY TREE LIGHTING SPONSORSHIP
596543	30-Oct-2018	2,075.00	VANCOUVER SLOW PITCH UMPIRES ASSN	18OCT - SPORTS OFFICIATING - PARKS
596544	30-Oct-2018	200.00	VAST DATA CONCEPTS LLC	18OCT - MONTHLY USER FEE - INFO TECH - RECEIPT 137747 BY J SCHOESSLER PER E-MAIL
596545	30-Oct-2018	250.00	WA STATE PATROL	ACCT VAN311 - MONTHLY BACKGROUND CHECKS - 18SEP - LAW
596545	30-Oct-2018	12.00	WA STATE PATROL	ACCT VAN313 - CPL PROGRAM - MONTHLY BACKGROUND CHECKS - 1 EA - 09/10/18 - VPD
596546	30-Oct-2018	867.20	WAGER AUDIO INC	10/06/17 - SOUND SYSTEM RENTAL WITH OPREATOR - OLD APPLE TREE FESTIVAL - URBAN FORESTRY
596547	30-Oct-2018	366.39	WALTER E NELSON CO	CUST 21069 - ORDER 477742 - JANITORIAL SUPPLIES - FIRE
596547	30-Oct-2018	21.20	WALTER E NELSON CO	CUST 21069 - ORDER 964994 - JANITORIAL SUPPLIES - FIRE
596548	30-Oct-2018	164.76	Webberley, Trevor A	BOOT REIMBURSEMENT
596549	30-Oct-2018	33,055.00	WILLIS OF NEW YORK INC	SUMMARY: INSURANCE PREMIUMS - HULL AND MACHINERY / VESSEL POLLUTION
596550	30-Oct-2018	1,170,362.61	WILLIS OF SEATTLE INC	ACCT VANCOUV-01 - MULTIPLE P&C INSURANCE POLICY RENEWALS - THRU 10/01/19 - RISK
596551	01-Nov-2018	1,734.40	4A GREATER ST HELENS LEAGUE	REF CIVICGOV
596552	01-Nov-2018	110,192.67	ADVANCED EXCAVATING SPECIALISTS, LLC	2018 PRESERVATION CURB RAMPS - EST 4 - THRU 10/01/18
596553	01-Nov-2018	241.49	ALLEGIANCE BENEFIT PLAN MANAGEMENT	RETIRED LEOFF 1 FIRE MEDICAL CLAIMS
596554	01-Nov-2018	245.10	ANDREW DAVIS	REF PKG PERMIT COV08218

INVOICE PAYMENTS REPORT

Check Number	Check Date	Amount	Vendor Name	Description
596555	01-Nov-2018	164.45	ARAMARK UNIFORM SERVICES INC	SUMMARY: MAT/COVERALL CLEANING - THRU 10/08/18 - OP CENTER
596556	01-Nov-2018	130.58	Bachleder, Louis J	CHEMISTRY FOR EMERGENCY RESPONSE - SEATTLE WA
596557	01-Nov-2018	22,711.57	BANK OF AMERICA	ACCOUNT ANALYSIS - THRU 09/30/18 - TREASURY
596558	01-Nov-2018	445.53	BIKE CLARK COUNTY	TICKET 220000007312 - QUOTE 70 - BICYCLE REPAIR SERVICES - THRU 10/30/18 - VPD
596559	01-Nov-2018	5.00	BOULEVARD HOMES INC	REF OVERPMT PKG CIT 7201203245
596560	01-Nov-2018	12,303.40	CASEDAY SERVICES LLC	SCIP CONTRACTOR PMT- DONALDSON (12204 NE 5TH ST)
596561	01-Nov-2018	23,233.40	CENTENNIAL CONTRACTORS ENTERPRISES, INC.	CITY HALL HYDRONIC PUMPS - EST 1 - THRU 06/27/18
596562	01-Nov-2018	74.25	Chamblee, David A	ADVANCED PHOTOGRAPHY
596563	01-Nov-2018	751.70	CLARK COUNTY	CUST 1811 - PWONT-028870 NE 76TH - ALPINE VIEW SANITARY SEWER PROJECT-STRIPING - THRU 10/03/18 - CONSTRUCTION
596564	01-Nov-2018	800.00	CLARK COUNTY TITLE CO	RECONVEYANCES FOR: PETTIGREW; WATERS; SMITH; ODUM
596565	01-Nov-2018	1,376.93	CLARK COUNTY TITLE CO	PARCEL 110291238 - REAL PROPERTY VOUCHER - MILL PLAIN BLVD-104TH AVE TO CHKLOV DR - 201 SE 104TH AVE - MCCRAY PROPERTY - ESCROW CLOSING - 18OCT - CONSTRUCTION
596566	01-Nov-2018	73,550.27	CLARK PUBLIC UTILITIES	SUMMARY: ELECTRICITY
596572	01-Nov-2018			
596573	01-Nov-2018	299.18	COBBLESTONE HOMES LLC	PROJ 414747 - REHAB LOAN PROGRAM - P CAMPBELL - 14605 NE 52ND CIR - 10/25/18 - CDBG FUNDING
596574	01-Nov-2018	447.92	Collum, John W	CONFERENCE SPEAKER/EARN AICP CREDITS - POST TRAVEL
596575	01-Nov-2018	80.85	COMCAST CABLE COMMUNICATIONS INC	ACCT 8778 10 101 2592159 - COMCAST SERVICE - 11/01/18-11/30/18 - FCC
596576	01-Nov-2018	234.80	DEX MEDIA WEST	ACCT #103505100 - 18OCT - ADVERTISING PARK HILL CEMETERY
596577	01-Nov-2018	174.00	ESIX SPORTSWEAR INC	PORT & COMPANY UNIFORMS/PROTECTIVE CLOTHING - OP CENTER
596578	01-Nov-2018	40.69	FRONTIER COMMUNICATIONS	ACCT 253-014-7406-041100-5 - 09/20/18-10/19/18 - FISHER WATER PUMP STATION - OPS CENTER
596579	01-Nov-2018	62.50	Githens, Michael G	IACP CONFERENCE
596580	01-Nov-2018	7,623.16	HALBERT CONSTRUCTION LLC	INV 730-89113-2 - METER REPLACEMENT PROJECT PH 2 - EST 2 - THRU 09/30/18
596580	01-Nov-2018	6,946.77	HALBERT CONSTRUCTION LLC	INV 731-90632-1 - FRUIT VALLEY INTERIOR PAINTING PROJECT - EST 1 - THRU 09/30/18
596580	01-Nov-2018	28,549.75	HALBERT CONSTRUCTION LLC	INV 735-89340-2 - DAY CENTER GENERAL REPAIR - EST 2 - THRU 09/30/18
596581	01-Nov-2018	13,124.88	HD FOWLER CO	ORDER 06082735 - OPERATING SUPPLIES - OPS CENTER
596582	01-Nov-2018	200.00	JOHN BENNETT BAND	10/07/18 - SUNDAY DANCE - MUSICAL ENTERTAINMENT - PARKS
596583	01-Nov-2018	206.70	Johnson, Gerald Alan (Jerry)	BOOT REIMBURSEMENT
596584	01-Nov-2018	479.50	Kapp, Kimberly Anne	IACP OCT. 2018
596585	01-Nov-2018	75.00	KESSID CHURCH	REF CIVICGOV
596586	01-Nov-2018	945.00	KJ BRAUDAWAY	18JAN, FEB, MAR - POLICE VEHICLE CAR WASHES - VPD
596587	01-Nov-2018	23.00	Klaetsch, Andrew J (Drew)	SWAT BASIC
596588	01-Nov-2018	6.25	Krebs, David M	FIRST LEVEL SUPERVISION COURSE #4127
596589	01-Nov-2018	17,118.80	LIFE INSURANCE CO OF NORTH AMERICA	OCTOBER LIFE INSURANC PREMIUMS
596589	01-Nov-2018	13,941.42	LIFE INSURANCE CO OF NORTH AMERICA	OCTOBER LTD INSURANCE PREMIUMS
596590	01-Nov-2018	1,062.32	LIFE SAFETY CORP	MILLER FACTORY RECERT/REPAIR - MR50GB S/N 716343 & MR50S S/N 308436 - OPS CENTER WAREHOUSE - RECEIPT 137890 BY A FIVIAN PER ORACLE
596591	01-Nov-2018	46.00	LOW BAR	REF CIVICGOV
596592	01-Nov-2018	575.39	McElvain, James P	2018 IACP
596593	01-Nov-2018	156.20	MCFARLANES BARK INC	ACCT CIT009 - TRANSACTION 130160 - 10/02/18-10/08/18 - YARD DEBRIS DISPOSAL - COUPON PROGRAM - SOLID WASTE

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596594	01-Nov-2018	3,002.42	MISCELLANEOUS	SUMMARY: CITY UTILITIES REFUNDS, PARKS REFUNDS & OTHER MISC REFUNDS
1				
596609	01-Nov-2018			
596610	01-Nov-2018	5,716.00	MISCELLANEOUS	FEES PAID ON LUP-70271
596611	01-Nov-2018	552.00	MOTUS RECRUITING & STAFFING INTL	RASPBERRY MELISSA - W/E 10/07/18 - PAYROLL WORK DAY PROJ
596612	01-Nov-2018	217.88	MUNNELL AND SHERRILL INC	CUST 3364 - DOC 017096 - OPERATING SUPPLIES - WAREHOUSE
596613	01-Nov-2018	13,885.00	NATIONAL ASSN OF CLEAN WATER AGENCIES	2019 MEMBERSHIP DUES (10/01/2018 - 09/30/2019)
596614	01-Nov-2018	69.00	NORTHLAND HEARING- WILLOUGHBY HEARING	REF CIVICGOV
596615	01-Nov-2018	217.00	NORTHWEST CASCADE INC DBA HONEY BUCKET	ACCT 015153 - ORDER 0151530034 - 10/7/18 - WREC
596616	01-Nov-2018	23,579.57	NORTHWEST STAFFING RESOURCES	CITY WIDE TEMPORARY SERVICES - W/E 10/07/18
596617	01-Nov-2018	102.00	Pajala, Kai O	REIMBURSEMENT FOR CDL RENEWAL
596618	01-Nov-2018	46.00	PARK TOWER - ADDITION BUILDING	REF CIVICGOV
596619	01-Nov-2018	1,973.76	PPC SOLUTIONS INC	CUST 2409 - SECURITY SERVICES - PATROL/SPECIAL EVENTS - FIRSTENBURG COMM CENTER - 2018 AUG & SEP
596620	01-Nov-2018	40.00	PROFESSIONAL CREDIT SERVICE	REF ALARMS - ACCOUNT 21530 - MICHELLE CAULKINS/TAGGART HOWLAND
596620	01-Nov-2018	190.00	PROFESSIONAL CREDIT SERVICE	REF ALARMS - ACCOUNT 50908 JUST RIGHT HEATING & COOLING
596621	01-Nov-2018	215.00	PV AUTO REPAIR LLC	REF BUSINESS LICENSE FEES
596622	01-Nov-2018	708.79	QWEST CORP DBA CENTURY LINK	PDX LINES CITYWIDE
596623	01-Nov-2018	8,585.28	RIGHT SYSTEMS INC	CUST COV120 - ORDER SO-074715 - 2018 VEEAM ANNUAL BASIC MAINT SUPPORT RENEWAL - THRU 09/29/19 - INFO TECH - RECEIPT 138248 BY J SCHOESSLER PER E-MAIL
596624	01-Nov-2018	2,554.88	ROBERT HALF INTERNATIONAL	CUST 03660-000152000 - RUTLEDGE JANET - W/E 10/05/18 - HR
596625	01-Nov-2018	5,481.00	RON TURLEY ASSOC INC	CUST CITY OF VANCOUVER - PO 90930
596626	01-Nov-2018	20.00	ROYAL OAKS COUNTRY CLUB	REF ALARMS - ACCOUNT 2733 ROYAL OAKS
596627	01-Nov-2018	600.00	RYAN GRADY DBA LIONEYE AERIALS	AERIAL PHOTOGRAPHY/VIDEO EDITING SERVICES - THRU 10/08/18 - CONSTRUCTION
596628	01-Nov-2018	5.00	SCHRAMS EXCAVATING LLC	REF OVERPMT PKG CIT 7200809088
596629	01-Nov-2018	5,458.00	SECOND STEP HOUSING	PROJ 601806 - RENT ASSISTANCE - 18SEP - 2018 HOME FUNDING
596630	01-Nov-2018	1,278.00	SOUTHWEST OFFICIALS SERVICES INC	09/22/18-10/08/18 - ADULT BASKETBALL OFFICIATING FEES - PARKS
596631	01-Nov-2018	105.00	STATE OF WASHINGTON	REGISTRATION FOR ANDREW REULE
596631	01-Nov-2018	105.00	STATE OF WASHINGTON	REGISTRATION FOR KEITH JONES
596632	01-Nov-2018	2,569.29	STATE OF WASHINGTON	PROJ JM0203L - CUST 916001288 5 - MATERIAL LAB CHARGES - 18SEP - CONSTRUCTION
596633	01-Nov-2018	162.00	Tabinowski, Erik D	BOOT REIMBURSEMENT
596634	01-Nov-2018	200.53	Tandy, Patric R	BOOT/UNIFORM REIMBURSEMENT
596635	01-Nov-2018	3,120.00	TEKSYSTEMS	BAKER MICHAEL - W/E 10/13/18 - INFO TECH - RECEIPT 138131 BY J SCHOESSLER PER E-
596635	01-Nov-2018	3,240.00	TEKSYSTEMS	BENSON ROBERT - W/E 10/13/18 - INFO TECH - RECEIPT 138130 BY J SCHOESSLER PER E-
596635	01-Nov-2018	4,000.00	TEKSYSTEMS	LAWSON COREY - W/E 10/13/18 - INFO TECH - RECEIPT 138132 BY J SCHOESSLER PER E-
596636	01-Nov-2018	922.11	TYREE OIL, INC	CUST 0048324 ORDER 0672772 - EQUIP SERVICES
596636	01-Nov-2018	3,895.57	TYREE OIL, INC	CUST 0048324 ORDER 0676056 - EQUIP SERVICES
596637	01-Nov-2018	191.12	UNITED PARCEL SERVICE	18OCT - SHIPPER #856018 - SHIPPING CHARGES - OPS CENTER
596638	01-Nov-2018	10,000.00	UNITED STATES POSTAL SERVICE	POSTAGE FOR METER ACCOUNT 0000118261
596639	01-Nov-2018	46.00	VANCOUVER CENTER	REF CIVICGOV
596640	01-Nov-2018	6,980.96	VANCOUVER DOWNTOWN ASSOCIATION	BANNER PROJECT FOR DOWNTOWN VANCOUVER - BANNER MATERIALS/PACKAGING - THRU 10/25/18 - CMO
596641	01-Nov-2018	60.00	VANCOUVER PLAZA 10 CINEMAS	REF ALARMS
596642	01-Nov-2018	37,500.00	VANCOUVER WATERSHEDS COUNCIL	VANCOUVER WATERSHEDS ALLIANCE CONTRACT - 2018 QTR 4 - PROJECTED BUDGET - WREC

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596643	01-Nov-2018	1,815.40	VERIZON WIRELESS	ACCT 871249990-00001 - 10/19/18-11/18/18 - CED
596644	01-Nov-2018	300.00	W TODD PASCOE PLLC	09/28/18 - PUBLIC DEFENDER SERVICES - CASE 8Z0474957 - L CAYSON - CMO
596644	01-Nov-2018	3,271.88	W TODD PASCOE PLLC	2018 CONTRACTURAL SERVICES - 18OCT - CMO
596645	01-Nov-2018	2,665.29	WAGER AUDIO INC	AUDIO-VISUAL TECH SERVICES - 07/06/18-09/07/18 - PARKS
596646	01-Nov-2018	4,314.23	WALDRON & COMPANY	CITY MANAGER PERFORMANCE EVALUATION - CONSULTING SERVICES - THRU 05/08/18 - CMO - RECEIPT 138221 BY M BARTLEY PER E-MAIL
596647	01-Nov-2018	330.15	WALLIS ENGINEERING PLLC	18SEP - PROJ VAN15ES:01 - 162ND/164TH CURB RAMPS - THRU 09/30/18 - OP CENTER - RECEIPT 138232 BY P NEWTON PER E-MAIL
596647	01-Nov-2018	6,374.47	WALLIS ENGINEERING PLLC	18SEP - PROJ VAN15ES:02 - 162ND/164TH CURB RAMPS - THRU 09/30/18 - OP CENTER - RECEIPT 138232 BY P NEWTON PER E-MAIL
596648	01-Nov-2018	79.00	WALTER E NELSON CO	CUST 21069 - ORDER 478355 - JANITORIAL SUPPLIES - FIRE
596649	01-Nov-2018	500.00	WASHINGTON STATE DEPT OF NATURAL RESOURCES	AQUATICS LANDS LEASE DEPOSIT FOR WATERFRONT PARK - PARKS ADMIN
596650	01-Nov-2018	13,999.32	WATERSHED GARDEN WORKS	10/8/2017 MISC PLANTS OPS CENTER
596651	01-Nov-2018	2,594.50	WESTERN CONFERENCE OF TEAMSTERS	REPLACEMENT CHECK FOR OCT2017
596652	01-Nov-2018	50.00	WILLOWS LIFESTYLE BOUTIQUE LLC	REF ALARMS
596653	01-Nov-2018	120.00	Wilson, Steve R	IAEI MEMBERSHIP REIMBURSEMENT
596654	01-Nov-2018	14,398.39	WIRE WORKS LLC	SUMMARY: LABOR/SUPPLIES TO INSTALL 911 CIRCUITS POWER DISTRIBUTION PANELS FOR VPD - EQUIP SERVICES
596655	01-Nov-2018	99.61	XPO ENTERPRISE SERVICES INC	WEEKLY POSTAGE SERVICES - THRU 10/06/18 - FINANCE/MAILROOM
596656	08-Nov-2018	2,396.95	ADORAMA INC	CUST 7473138 - ORDER 21383942-3 MEDIA SERVICES
596657	08-Nov-2018	854.40	ADVANCE STORES CO INC	SUMMARY: CUST 071370 - PARTS FOR REPAIR AND MAINTENANCE - EQUIP SERVICES
596658	08-Nov-2018	34,728.11	ADVANCED BROADCAST SOLUTIONS	SO 13365 - BROADCAST PIX PRODUCTS - MEDIA SERVICES
596659	08-Nov-2018	6,459.58	ADVANCED EXCAVATING SPECIALISTS, LLC	2017 MULTI-MODAL - FOURTH PLAIN - WINTLER TO CAPLES - RETAINAGE RELEASE (VENDOR SUPPLIED BOND)
596660	08-Nov-2018	171.52	AIRGAS NOR PAC INC	PAYER 2363679 - SHIP TO 2335879 - COMPRESSED GAS 9/25-10/31 - FIRE STATION 5
596661	08-Nov-2018	72.85	ALBINA FUEL	CUST 00-0076624 - ORDER V288024 - CSS-1 TACK OIL - .08 TON - OPS CENTER
596661	08-Nov-2018	819.50	ALBINA FUEL	CUST 00-0076624 - ORDER V288144 - CSS-1 TACK OIL - .9 TON - OPS CENTER
596662	08-Nov-2018	29.47	ALEX HARMON	REF PKG PERMIT COV08314
596663	08-Nov-2018	515.53	ALLEGIANCE BENEFIT PLAN MANAGEMENT	RETIRED LEOFF 1 FIRE MEDICAL CLAIMS
596664	08-Nov-2018	460.00	ALTA PLANNING & DESIGN	PROJ 00-2018-216 - VEHICULAR WAYFINDING - THRU 09/30/18 - CDD - RECEIPT 137983 BY B THOMAS PER E-MAIL
596665	08-Nov-2018	1,288.88	ANIXTER INC	CUST 157218 - ORDER 23K203660 - OPS CENTER
596666	08-Nov-2018	934.25	ANNAS CONSULTANTS INC	ANNUAL BREATHING AIR TESTS PERFORMED QUARTERLY - THRU 09/26/18 - FIRE 2 & 3
596667	08-Nov-2018	243.49	ARAMARK UNIFORM SERVICES INC	SUMMARY: MAT/TOWEL/COVERALL CLEANING - SEP/OCT 2018
596668	08-Nov-2018	2,014.89	ARONSON SECURITY GROUP	ASG AE HELP DESK/TECH LABOR - IDENTIFY CAMERA VIDEO ISSUES - CITY HALL - 07/09/18-07/17/18 - FACILITIES - RECEIPT 138059 BY P NEWTON PER E-MAIL
596669	08-Nov-2018	1,951.20	AVAYA INC	ACCT 0101081901 - ORDER 0070275738 - 2018 TELEPHONE HARDWARE/SOFTWARE SERVICE AGREEMENTS - INFO TECH
596670	08-Nov-2018	2,980.00	BARRAN LIEBMAN LLP	CLIENT 707505 - RE: 0010-INVESTIGATION FOSTER/HAMLIN - THRU 09/25/18 - VPD
596671	08-Nov-2018	3,137.93	BERGER ABAM INC	PROJ A18.0064.00 - 6TH STREET GATEWAY - THRU 09/21/18 - ECON DEV - RECEIPT 138311 BY B THOMAS PER E-MAIL
596672	08-Nov-2018	35.20	Blocker, Jude J	OCTOBER MILEAGE
596673	08-Nov-2018	7,447.08	BLOOMBERG FINANCE LP	ACCT 30136675 - BLOOMBERG TERMINAL W/ 23" DUAL W/PC - 10/15/18-01/14/19 - TREASURY
596674	08-Nov-2018	712.46	BOUND TREE MEDICAL LLC	ACCT 109894 - ORDER 100206894 - MEDICAL SUPPLIES - FIRE

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596675	08-Nov-2018	34.98	Brannan, Joseph Harold	CLOTHES/PANTS REIMBURSEMENT
596676	08-Nov-2018	71.49	BRYAN ALDERMAN	REF 600 SCIP LOAN
596677	08-Nov-2018	440.00	BSK ASSOCIATES	CLIENT VANCO8428 - WO V8J0180 - SAMPLE TESTING SERVICES - PCE & TCE ONLY - 10/09/18 - MP ENG - RECEIPT 138038 BY L JONES PER E-MAIL
596678	08-Nov-2018	20.00	CHRIS/AMBER FRANK	REF ALARMS
596679	08-Nov-2018	899.25	CINTAS CORP NO 2	CUST 3570 - ACCT 03570 - LOC F80 - EXTINGUISHER INSPECTION/PURCHASE/MAINTENANCE - EQUIP SERVICES - RECEIPT 138431 BY J CHICK
596680	08-Nov-2018	558.50	CITY OF VANCOUVER	REGISTRATIONS AND LICENSE PLATES FOR MULTIPLE FLEET VEHICLES AND EQUIPMENT
596681	08-Nov-2018	5,017.75	CITY OF VANCOUVER POLICE TRAVEL FUND	TO REIMB. CHECKS WRITTEN AGAINST POLICE TRAVEL ADVANCE FUNDS.
596682	08-Nov-2018	3,022.20	CLARK AND SONS EXCAVATING	2016 NTSA TRAFFIC CALMING - RETAINAGE RELEASE
596683	08-Nov-2018	154,826.00	CLARK COUNTY	4TH QTR 2018 CRESA OPERATIONS/RADIO - FIRE
596683	08-Nov-2018	2,427.92	CLARK COUNTY	JURY FEES - THRU 9/28/18 - BUDGET
596683	08-Nov-2018	3,141.00	CLARK COUNTY	RECORDING FEES - SEPTEMBER 2018
596683	08-Nov-2018	1,200.00	CLARK COUNTY	SEP18 RANGE RENTAL - VPD
596684	08-Nov-2018	9,864.40	CLARK COUNTY PLUMBING AND DRAIN LLC	SCIP CONTRACTOR PMT - ATCHLEY (2907 NE 98TH AVE)
596685	08-Nov-2018	600.00	CLARK COUNTY TITLE CO	RECONVEYANCES FOR: IRION; FREEMAND; BAZE
596686	08-Nov-2018	379.40	CLARK COUNTY TITLE CO	ORDER CL11159 - LIMITED LIABILITY CERTIFICATE - SKEEN - 6914 NE 57TH ST - 08/09/18 - CDD
596686	08-Nov-2018	379.40	CLARK COUNTY TITLE CO	ORDER CL11544 - LIMITED LIABILITY CERTIFICATE - HALL I - 5107 NE 137TH AVE - 11/02/18 - CDD
596687	08-Nov-2018	42.03	CLARK PUBLIC UTILITIES	411 SE 123RD AVE CMRL MTR#134622768
596688	08-Nov-2018	100.00	COLE IRVINE	REF PKG PERMIT COV05660
596689	08-Nov-2018	10,081.20	COLUMBIA CASCADE COMPANY	RENAISSANCE TRL-2663-6-M CRAFTSMEN BENCH & RETROFIT KIT
596690	08-Nov-2018	32,296.70	COLUMBIA FORD	2018 FORD F150 4X4 - VIN 1FTEX1EBXJKF37546 - EQUIP SERVICES
596690	08-Nov-2018	40,841.87	COLUMBIA FORD	2018 FORD K8A AWD - VIN 1FM5K8AR3JGC44483 - EQUIP SERVICES
596690	08-Nov-2018	42,346.46	COLUMBIA FORD	2018 FORD K8A POLICE UTILITY FOR VPD - VIN 1FM5K8AR1JGC95299 - EQUIP SERVICES
596690	08-Nov-2018	42,346.46	COLUMBIA FORD	2018 FORD K8A POLICE UTILITY FOR VPD - VIN 1FM5K8AR4JGC95300 - EQUIP SERVICES
596690	08-Nov-2018	36,860.34	COLUMBIA FORD	2019 F-350 EXT CAB 4X2 - VIN 1FT8X3A665FD00909 - EQUIP SERVICES
596691	08-Nov-2018	24.85	COMCAST CABLE COMMUNICATIONS INC	ACCT 8778 10 101 0115714 - 11/04/18-12/03/18 - VPD HQ
596692	08-Nov-2018	2,235.57	CONSOLIDATED SUPPLY CO	CUST 23132 - OPERATING SUPPLIES - OPS CENTER
596693	08-Nov-2018	8,390.43	COPIERS NORTHWEST	ACCT 343871-P - MONTHLY COPIER LEASES - MULTIPLE CITY LOCATIONS - 10/15/18-11/14/18 - INFO TECH
596694	08-Nov-2018	235.65	CORWIN BEVERAGE CO	ACCT 15624 - SOFT DRINK DELIVERY - THRU 10/24/18 - MARSHALL CTR
596695	08-Nov-2018	120.00	CRAIG MENDENHALL DBA AMERICAN SANI-CAN	SUMMARY: WEEKLY PUMPING SERVICES - CUSTOMER-OWNED UNIT - GREENWAY - OP CENTER
596696	08-Nov-2018	2,027.60	D&H FLAGGING INC	09/29/18 - ON-CALL TRAFFIC CONTROL SERVICES - 33RD ST & R ST - CDD - RECEIPT 137998 BY K HULL PER E-MAIL
596697	08-Nov-2018	353.40	DAMIAN DEBKOWSKI	REF PKG PERMIT COV08240
596698	08-Nov-2018	3,468.10	DATABAR INC	ORDER 49216 - #10 WINDOW ENVELOPES W/ INDICIA - UTILITIES
596699	08-Nov-2018	121.00	DISCOVERY MIDDLE SCHOOL	REF CIVICGOV
596700	08-Nov-2018	8,122.80	E J WARD INC	ORDER 0051984 - CUST VANCITY - SOFTWARE PROJECT MANAGEMENT - GSA CONTRACT GS-35F-0141Y - INFO TECH/EQUIPMENT SERVICES - RECEIPT 138439 BY J MAHAN PER E-MAIL
596700	08-Nov-2018	779.28	E J WARD INC	ORDER 0053791 - CUST VANCITY - JETTSCAN W4 HAND HELD DEVICE - 1 EA - EQUIP SERVICES

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596701	08-Nov-2018	3,122.00	EDITSHARE LLC	18OCT01 - PO 90884 - CITY OF VANCOUVER
596702	08-Nov-2018	970.98	EMERALD SERVICES INC	ACCT CI36500 - USED OIL FILTERS & HAZARDOUS SOLIDS REMOVAL - 18OCT - EQUIP SERVICES
596703	08-Nov-2018	750.00	EMS TECHNOLOGY	PART IQ10092 - QUARTERLY NARCOTICS TRACKING LICENSE - FIRE BY INFO TECH - RECEIPT 137966 BY J SCHOESSLER PER E-MAIL
596704	08-Nov-2018	275.00	ERF COMPANY INC	18NOV - WEATHER FORECASTING SERVICES - OP CENTER - RECEIPT 138034 BY P NEWTON PER E-MAIL
596705	08-Nov-2018	850.00	EXAMWORKS INC	CUST 1-BMWHT - MANDATORY INSURER REPORTING - 18OCT - RISK
596706	08-Nov-2018	8,835.48	EXCELTECH CONSULTING INC	PROJ 1808 - VARIOUS PROJECTS - THRU 09/30/18 - CONSTRUCTION - RECEIPT 137915 BY L PETERSEN PER E-MAIL
596707	08-Nov-2018	56.36	EXPERIAN MARKETING SOLUTIONS	ACCT TBD1-1957212 - 18OCT - UTILITY COLLECTIONS ASSIST - UTILITIES
596708	08-Nov-2018	651.96	FERGUSON ENTERPRISES INC	CUST 51216 - OPERATING SUPPLIES - WAREHOUSE
596709	08-Nov-2018	5,137.23	FERGUSON ENTERPRISES INC	CUST 46835 - OPERATING SUPPLIES - WAREHOUSE
596710	08-Nov-2018	111.61	Fields, James B	GAS REIMBURSEMENT
596711	08-Nov-2018	50.00	FRANK/MARIANNA FALBEE	REF ALARMS
596712	08-Nov-2018	40.69	FRONTIER COMMUNICATIONS	ACCT 253-014-5765-032404-5 - 10/25/18-11/24/18 - WESTRIDGE PUMP STATION - OPS CENTER
596713	08-Nov-2018	1,474.85	GALLS LLC	ACCT 1001096190 - FIRE UNIFORM - FIRE
596714	08-Nov-2018	1,437.38	GENERAL PACIFIC	CUST 101952 ORD 1175705 WATER DIVISION
596715	08-Nov-2018	3,566.36	GENERAL TRAILER PARTS	CUST 14380 - RE-FABRICATION - SPEC ORD BOX FOR FIRE ST 5
596716	08-Nov-2018	884.61	GENUINE PARTS COMPANY	CUST 7970 - 18OCT - PARTS FOR VEHICLE AND EQUIPMENT REPAIRS - EQUIP SERVICES
596717	08-Nov-2018	2,523.28	GEORGE ELEVATOR SERVICE LLC	18OCT - MONTHLY ELEVATOR MAINTENANCE - MULTIPLE CITY LOCATIONS - OP CENTER - RECEIPT 137940 BY P NEWTON PER E-MAIL
596718	08-Nov-2018	3,733.75	HARPER HOUF PETERSON RIGHELLIS INC	PROJ VAN-71 - MCLOUGHLIN BLVD COMPLETE STREETS PILOT PROJECT - THRU 09/21/18 - CED - RECEIPT 138071 BY B THOMAS PER E-MAIL
596719	08-Nov-2018	2,000.00	HARPER'S PLAYGROUND	18SEP - MONTHLY CONSULTING RETAINER - PARKS ADMIN
596720	08-Nov-2018	1,815.16	HARRYS KEY SERVICE INC	SERVICE CALL - VARIOUS LOCK REPAIRS/REPLACEMENTS - PEARSON AIRPORT - THRU 10/11/18 - CMO
596721	08-Nov-2018	19.88	HD FOWLER CO	ORDER O6082735 - OPERATING SUPPLIES - OPS CENTER
596722	08-Nov-2018	15,366.83	HDR ENGINEERING INC	PROJ 10080977 - RIGHT OF WAY ACQUISITION SERVICES- EVERGREEN HWY & 102ND CRT CULVERT REPLACEMENT - THRU 09/29/18 - MP ENG - RECEIPT 138114 BY L JONES PER E-MAIL
596722	08-Nov-2018	16,701.05	HDR ENGINEERING INC	PROJ 10107594 - 32ND AVE/IND ACCESS FEASIBILITY STUDY - THRU 09/29/18 - CED - RECEIPT 137984 BY B THOMAS PER E-MAIL
596722	08-Nov-2018	738.77	HDR ENGINEERING INC	TRANSPORTATION SYSTEM SAFETY ANALYSIS - THRU 09/29/18 - CDD - RECEIPT 137964 BY B THOMAS PER E-MAIL
596723	08-Nov-2018	2,513.70	HERRERA ENVIRONMENTAL CONSULTANTS	PROJ 14-05818-004 - BURNT BRIDGE CREEK 2018 WATER QUALITY MONITORING - THRU 09/30/18 - MP ENG - RECEIPT 137866 BY L JONES
596724	08-Nov-2018	225.00	J DAVID SPRAKER	INSTALLATION OF FIBER CARD/RESOLVING PLAYBACK/ADOBE TO MONITOR - THRU 10/15/18 - MEDIA SERVICES
596725	08-Nov-2018	331.75	JAYSON CAMP	REIMBURSE CCSO EMPLOYEE FOR THEIR OUT OF POCKET EXPENSES
596726	08-Nov-2018	3,250.00	JCI JONES CHEMICALS INC	ORDER 569307 - CHLORINE 150 LB CYLINDERS - 13 EA - OP CENTER
596727	08-Nov-2018	89.81	JERE HAWN	REF PKG PERMIT COV06737
596728	08-Nov-2018	497.00	K F JACOBSEN & CO INC	ACCT 13866 - FINE MIX ASPHALT - 7.1 TON - OPS CENTER
596729	08-Nov-2018	138.75	Kandoll, Wesley L	COAT REIMBURSEMENT
596730	08-Nov-2018	135.00	KATHY MILLER DBA BODYWELL MASSAGE	10/11/18-10/16/18 - MASSAGE SERVICES - FIRSTENBURG COMM CTR
596731	08-Nov-2018	4,575.84	KING COUNTY DIRECTORS ASSN PURCHASING DEPT	CUST 101771 CEDAR WOOD SURFACE
596732	08-Nov-2018	1,495.00	KJ BRAUDAWAY	SUMMARY: 18APR, MAY, JUN - POLICE VEHICLE CAR WASHES - VPD

*Please contact Procurement Services if you would like to review the justification for EMERGENCY procurement.

INVOICE PAYMENTS REPORT

Check Number	Check Date	Amount	Vendor Name	Description
596733	08-Nov-2018	46.00	KRAMER GEHLEN AND ASSOCIATES	REF CIVICGOV
596734	08-Nov-2018	5,270.42	LAKESIDE INDUSTRIES	JOB 1 - ASPHALT - ORCHARDS ASPHALT SALES - 88.4 TON - THRU 10/06/18 - OPS CENTER
596734	08-Nov-2018	2,012.77	LAKESIDE INDUSTRIES	JOB 1 - ASPHALT - ORCHARDS EZ STREET ASPHALT SALES - 16.88 TON - THRU 10/06/18 - OPS CENTER
596735	08-Nov-2018	486.39	LAKEYLAND DBA NORTHWEST SAFETYCLEAN	NFPA ADVANCED CLEANING/REPAIRS/GENERAL REPAIRS - FIRE
596736	08-Nov-2018	151.90	Lewis, James Scott	PLUMBER CERTIFICATION EXAM REIMBURSEMENT
596737	08-Nov-2018	6,387.16	LN CURTIS & SONS	SUMMARY: CUST C32902 - FIRE
596738	08-Nov-2018	430.00	Lucas, LeMont Duschon II	FIRE INSPECTOR 1 AND 2 EXAM REIMBURSEMENT
596739	08-Nov-2018	22,048.50	MACKAY & SPOSITO INC	SUMMARY: TRANSPORTATION PROJECTS 18SEP & OCT
596740	08-Nov-2018	10,556.49	MACKENZIE ENGINEERING INC	PROJ 2180336.00 - VANCOUVER SPACE NEEDS ASSESSMENT - THRU 09/30/18 - FACILITIES - RECEIPT 138338 BY A POWERS PER E-MAIL
596741	08-Nov-2018	770.00	MAKHAN UPPAL	PARCEL 110291-032 - REAL PROPERTY VOUCHER - MILL PLAIN BLVD-104TH AVE TO CHKLOV DR - 10601 SE MILL PLAIN BLVD - PROTECTIVE RENT - 2 LOCATIONS @ \$385.00 PER MO - 18OCT - CONSTRUCTION
596742	08-Nov-2018	223.41	MCFARLANES BARK INC	ACCT CIT009 - TRANSACTION 130613 - 10/10/18-10/13/18 - YARD DEBRIS DISPOSAL - COUPON PROGRAM - SOLID WASTE
596742	08-Nov-2018	58.85	MCFARLANES BARK INC	TRANSACTION 130240 - 18SEP - YARD DEBRIS DISPOSAL - COUPON PROGRAM - SOLID WASTE
596743	08-Nov-2018	25.00	MICHAEL W JOHNSON	REF OVERPMT PKG CIT 7200809788
596744	08-Nov-2018	14,022.77	MISCELLANEOUS	SUMMARY: CITY UTILITIES REFUNDS, PARKS REFUNDS & OTHER MISC REFUNDS
596778	08-Nov-2018			
596779	08-Nov-2018	19,713.28	MJ HUGHES CONSTRUCTION INC	2018 RESURFACING CURB RAMP - EST 5 - THRU 09/20/18
596780	08-Nov-2018	360.80	Moen, Christopher P	MILEAGE FOR WILD FIRE RESPONSE - WA STATE - SEE FORMS
596781	08-Nov-2018	103.84	Mosely, John H Jr	STATION MOVES AND GEAR PICKUP
596782	08-Nov-2018	2,272.20	MUNICIPAL EMERGENCY SERVICES INC	CUST C63793 - POINT BLANK AXIAX AND ACCESSORIES - VPD
596783	08-Nov-2018	711.36	NEOPOST USA INC	ACCT 400139-602 - EQUIPMENT RENTAL - SER 12602274 - 07/01/18-09/30/18 - MAILROOM/FMS
596784	08-Nov-2018	1,650.00	NEW HORIZONS COMPUTER LEARNING CENTER OF PORTLAND INC	CSV5-OSAA - COMPUTER SOFTWARE TRAINING/RELATED SERVICES - APPSA - 09/26/18 - HR
596785	08-Nov-2018	55.10	NINA IVANOV	REF PKG PERMIT COV08317
596786	08-Nov-2018	75.00	NLIGHT INC	REF CIVICGOV
596787	08-Nov-2018	4,281.80	NORTHWEST LANDCARE	SCIP CONTRACTOR PMT- SOFIE (2915 NE 127TH AVE)
596788	08-Nov-2018	18,235.19	NORTHWEST STAFFING RESOURCES	CITY WIDE TEMPORARY SERVICES - W/E 10/14/18
596789	08-Nov-2018	5,567.63	NW NATURAL	SUMMARY: 18OCT GAS USAGE - MARSHALL CENTER, FIRSTENBERG, VPD
596790	08-Nov-2018	327.66	OLDCASTLE INFRASTRUCTURE	CUST 020001137 ORDER S140782 OPERATING SUPPLIES - OPS CENTER
596791	08-Nov-2018	1,413.10	OPEN TEXT INC	CUST 10074624 - EDOCS RM STANDARD NAMED USER CLIENT MAINTENANCE - 02/01/19-05/31/19 - INFO TECH - RECEIPT 138122 BY J SCHOESSLER
596792	08-Nov-2018	5,617.50	OTAK INC	PROJ 017499.C00 - SALT STORAGE STORMWATER DESIGN - THRU 09/28/18 - OP CENTER - RECEIPT 138321 BY P TANDY PER E-MAIL
596792	08-Nov-2018	16,025.79	OTAK INC	PROJ 018727.000 - WESTSIDE BICYCLE MOBILITY IMPROVEMENT - THRU 09/28/18 - CDD - RECEIPT 137965 BY B THOMAS PER E-MAIL
596793	08-Nov-2018	3,780.76	PAPE MACHINERY	SUMMARY: PARTS FOR VEHICLE REPAIR - EQUIP SERVICES
596794	08-Nov-2018	8,873.75	PBS ENGINEERING & ENVIRONMENTAL INC	PROJ 0071179.000 - FIRST PLACE PARK - 18SEP - PARKS - RECEIPT 138151 BY C VOGELZANG PER E-MAIL
596794	08-Nov-2018	460.00	PBS ENGINEERING & ENVIRONMENTAL INC	PROJ HDJ4101.003 - WATERFRONT PARK LEASE AGREEMENT - THRU 18SEP - CONSTRUCTION/PARKS - RECEIPT 138207 BY C VOGELZANG PER E-MAIL
596795	08-Nov-2018	9,709.34	PETERSON HOLDING CO	CUST 7349560 - EQUIPMENT RENTAL - 07/23/18-08/06/18 - ID NM73003 - SER OTFX01534 - OP CENTER

INVOICE PAYMENTS REPORT

Check Number	Check Date	Amount	Vendor Name	Description
596796	08-Nov-2018	50.00	PETTY CASH CUSTODIAN	PETTY CASH REIMBURSEMENT FOR OCTOBER 2018 FOR CHARLES FELL
596797	08-Nov-2018	34.00	PETTY CASH CUSTODIAN	DATA RECOVERY ON EMAC FROM EXHIBIT (OKAYED BY IT)
596797	08-Nov-2018	12.00	PETTY CASH CUSTODIAN	DRIVING ABSTRACT FOR NEW AMERICORPS MEMBER ALYSSA BROWN
596797	08-Nov-2018	10.75	PETTY CASH CUSTODIAN	LAUNDRER RAGS & GLOVES (NO RECEIPT)
596797	08-Nov-2018	3.23	PETTY CASH CUSTODIAN	MAKE DUPLICATE KEY
596797	08-Nov-2018	2.50	PETTY CASH CUSTODIAN	MEETING AT BREWED CAFE
596797	08-Nov-2018	2.50	PETTY CASH CUSTODIAN	MEETING AT CLARK COUNTY BUILDING
596797	08-Nov-2018	11.20	PETTY CASH CUSTODIAN	MISC HARDWARE FOR SANDBOX EXHIBIT & TOAD TANK
596797	08-Nov-2018	8.00	PETTY CASH CUSTODIAN	PARKING FOR CONFERENCE
596797	08-Nov-2018	2.50	PETTY CASH CUSTODIAN	RJAC MEETING AT CLARK COUNTY BUILDING
596797	08-Nov-2018	72.13	PETTY CASH CUSTODIAN	STORAGE BINS, TABLECLOTH CLAMPS & WALL HOOKS
596797	08-Nov-2018	56.87	PETTY CASH CUSTODIAN	WOOD FINISH SUPPLIES TO CLEAN & RESTORE BRAIN TEASER EXHIBIT
596798	08-Nov-2018	576.84	PETTY CASH CUSTODIAN	18SEP-OCT PETTY CASH CUSTODIAN REIMBURSEMENT
596799	08-Nov-2018	175.00	PETTY CASH CUSTODIAN	104 INVESTIGATIVE FUND REIMBURSEMENT
596799	08-Nov-2018	915.00	PETTY CASH CUSTODIAN	107 DRUG FUND REIMBURSEMENT
596800	08-Nov-2018	4,963.62	PHYSIO CONTROL INC	ACCT 07176402 - SO C0253259-00 - QUARTERLY MAINTENANCE - 09/07/18-12/06/18 - AGREEMENT DS014743 - FIRE - RECEIPT 138427 BY C NELSON PER E-MAIL
596800	08-Nov-2018	1,918.19	PHYSIO CONTROL INC	ACCT 07176402 - SO C0254047-00 - QUARTERLY MAINTENANCE - 10/01/18-12/31/18 - AGREEMENT DS020486 - FIRE - RECEIPT 138427 BY C NELSON PER E-MAIL
596801	08-Nov-2018	3,232.99	PORTLAND MECHANICAL CONSTRUCTION INC	RESTROOM PUMP STATION PREVENT MAINT - HAAGEN PARK - NE 138TH AVE & NE 9TH ST - THRU 08/09/18 - OP CENTER - RECEIPT 137720 BY P NEWTON PER E-MAIL
596802	08-Nov-2018	2,044.71	POTTER WEBSTER CO	SUMMARY: CUST 8108500 - PARTS FOR VEHICLE REPAIR AND EQUIPMENT - EQUIP SERVICES
596803	08-Nov-2018	232.90	PPC SOLUTIONS INC	CUST 2409 - SECURITY SERVICES - PATROL/SPECIAL EVENTS - LUEPKE CENTER - 10/13/18 - RECEIPT 138225 BY C VOGELZANG PER E-MAIL
596804	08-Nov-2018	236.96	PRAXAIR DISTRIBUTION INC	CUST 73769060 - CO2 LIQUID BULK TANK 460# - THRU 10/10/18 - PARKS & REC FIRSTENBURG POOL
596805	08-Nov-2018	254.74	PRECISION PERSONAL TRAINING LTD	PERSONAL TRAINING SERVICES/SEMINAR - 30-MIN - 1 EA - MP ENG
596806	08-Nov-2018	305.00	PROFESSIONAL CREDIT SERVICE	SUMMARY: REF ALARMS & OVERPAYMENTS
596807	08-Nov-2018	2,000.00	PUBLIC SAFETY TESTING INC	2018 QTR 3 SUBSCRIPTION FEES - VPD/FIRE - HR - PO 82350/ RECEIPT 138121 BY A BAFUS PER E-MAIL
596808	08-Nov-2018	4,727.32	QUETEL CORPORATION	PROJ 806JCHW227 - PANASONIC TOUGH PAD/RELATED EQUIPMENT - 2 EA - SHIPPED 08/01/18 - INFO TECH - RECEIPT 138407 BY J SCHOESSLER PER E-MAIL
596809	08-Nov-2018	5,743.75	R&W ENGINEERING INC	PROJ 073.006 BLOCK 4 REVIEWS - CMI-233012 & CMI-238570 - THRU 09/25/18 - CDD - RECEIPT 138292 BY B THOMAS PER E-MAIL
596810	08-Nov-2018	30,727.00	RAM RACING FOUNDATION	2018 LODGING TAX GRANT - VANCOUVER MARATHON - CMO
596811	08-Nov-2018	1,161.66	Ray, Charles E	PNW-ISA CONFERENCE VANCOUVER BC-POST TRAVEL
596812	08-Nov-2018	250.00	REED CREATIVE LLC	PROJ 18173.COV_ SIGNAGE - CREATIVE SERVICES FOR NAVIGATION CTR - THRU 10/15/18 - MEDIA SERVICES
596813	08-Nov-2018	102.98	RENTOKIL NORTH AMERICA INC	CUST 21132 - MONTHLY PEST CONTROL MAINTENANCE - 08/14/18 - LEUPKE CTR - RECEIPT 138441 BY P NEWTON PER E-MAIL
596814	08-Nov-2018	13,349.46	REXEL INC	CUST 951820 - OPERATING SUPPLIES - OPS CENTER
596815	08-Nov-2018	1,984.64	ROBERT HALF INTERNATIONAL	CUST 03660-000152000 - RUTLEDGE JANET - W/E 10/12/18 - HR
596816	08-Nov-2018	1,318.00	ROTSCHY INC	CLIENT 59 - ASPHALT IN, FILL CLASS S, VAC TRUCK DUMP, CONCRETE IN, CONCRETE IN 2' W/STEEL - OPS CENTER
596817	08-Nov-2018	2,320.00	ROYAL ARMS INTERNATIONAL INC	CUST 63451 VPD HQTRS TESAR-2,3,4 AND HP CUTTER
596818	08-Nov-2018	9.13	SHRED IT USA LLC	CUST 13630245 - DOCUMENT DESTRUCTION - 10/18/18 - UTILITIES
596819	08-Nov-2018	3,558.66	SHRUMS PEST CONTROL	18OCT - MONTHLY PEST CONTROL SERVICES - MULTIPLE CITY LOCATIONS - OP CENTER
596819	08-Nov-2018	3,558.66	SHRUMS PEST CONTROL	18SEP - MONTHLY PEST CONTROL SERVICES - MULTIPLE CITY LOCATIONS - OP CENTER

*Please contact Procurement Services if you would like to review the justification for EMERGENCY procurement.

INVOICE PAYMENTS REPORT

Check Number	Check Date	Amount	Vendor Name	Description
596820	08-Nov-2018	3,040.00	SIERRA-CEDAR INC	CUST 109266 - PROJ CITYVNCW_AMS_01 - HANSEN UTILITY BILLING SUPPORT - THRU 10/02/18 - INFO TECH - RECEIPT 138075 BY S COOLEY PER E-MAIL
596820	08-Nov-2018	136,113.79	SIERRA-CEDAR INC	CUST 109266 - PROJ CITYVNCW_IMP_01 - WORKDAY IMPLEMENTATION SERVICES - THRU 10/15/18 - INFO TECH - RECEIPT 138076 BY S COOLEY PER E-MAIL
596820	08-Nov-2018	9,772.46	SIERRA-CEDAR INC	CUST 109266 - PROJ CITYVNCW_IMP_01 - WORKDAY IMPLEMENTATION SERVICES/EXPENSE REIMBURSEMENT - THRU 10/15/18 - INFO TECH - RECEIPT 138077 BY S COOLEY PER E-MAIL
596821	08-Nov-2018	2,012.20	SOFTWARE HOUSE INTERNATIONAL SHI	SUMMARY: CUST 1072078 - ACROBAT & VISIO LICENSES
596822	08-Nov-2018	960.00	SOUTHWEST OFFICIALS SERVICES INC	10/05/18-10/15/18 - YOUTH BASKETBALL OFFICIATING FEES - PARKS
596823	08-Nov-2018	31,560.00	SOUTHWEST WA HUMANE SOCIETY	CUST COV001 - MONTHLY ANIMAL CONTROL SERVICES - 18SEP - BUDGET - RECEIPT 138325 BY C ALLEMANG PER E-MAIL
596824	08-Nov-2018	74.91	STERICYCLE INC	SUMMARY: CUST 6029888 - 18OCT - MEDICAL/HAZARDOUS WASTE REMOVAL - VPD
596825	08-Nov-2018	5,680.93	SUMMIT LAW GROUP	CLIENT 20147-16 MCB - LEGAL SERVICES - J B INVESTIGATION - THRU 08/31/18 - INVOKE VMC 3.05.200(2) - HR/LAW
596826	08-Nov-2018	176.80	Swartz, Douglas J	BOOT REIMBURSEMENT
596827	08-Nov-2018	3,120.00	TEKSYSTEMS	BAKER MICHAEL - W/E 10/20/18 - INFO TECH - RECEIPT 138243 BY J SCHOESSLER PER E-
596827	08-Nov-2018	3,150.00	TEKSYSTEMS	BENSON ROBERT - W/E 10/20/18 - INFO TECH - RECEIPT 138246 BY J SCHOESSLER PER E-
596827	08-Nov-2018	4,000.00	TEKSYSTEMS	LAWSON COREY - W/E 10/20/18 - INFO TECH - RECEIPT 138242 BY J SCHOESSLER PER E-
596828	08-Nov-2018	25.00	TIM HAYES	REF OVERPMT PKG CIT 7200411467
596829	08-Nov-2018	53.32	TRINA D'AMICO	REF PKG PERMIT COV08144
596830	08-Nov-2018	189.70	TRIPLE J ENTERPRISES	SUMMARY: 18OCT TOWING - CASE NOT SPECIFIED - VPD
596831	08-Nov-2018	210.12	UNITED PARCEL SERVICE	SUMMARY: 18OCT - SHIPPING CHARGES - OPS CENTER/MAIL ROOM
I				
596834	08-Nov-2018			
596835	08-Nov-2018	2,795.91	UNITED STATES	CUST 6003945 - SALES ORDER 6100018127 - WILDLIFE CONTROL PROGRAM - THRU 18MAY - OP CENTER
596836	08-Nov-2018	1,245.35	UNIVERSAL FIELD SERVICES INC	JOB 1927 - CUST 159BF - RIGHT OF WAY SERVICES-NE 112TH AVE PROJECT - 18SEP - TRANSPORTATION/CONSTRUCTION
596837	08-Nov-2018	1,963.44	US BANK	ACCT 869366948 - 18OCT UNLEADED FUEL CARD PURCHASES FOR MISC CITY VEHICLES - EQUIP SERVICES
596838	08-Nov-2018	187.00	VANCOUVER AIRE LLC DBA FRESH AIRE AIR FRESHENERS	SUMMARY: DEODORIZING SERVICE - OP CENTER
596839	08-Nov-2018	975.60	VANCOUVER SIGN CO INC	INSTALLATION OF CUSTOMER PROVIDED BANNERS - WATERFRONT PARK BANNERS - ESTHER ST - THRU 09/30/18 - PARKS
596840	08-Nov-2018	1,931.00	VANCOUVER USA REGIONAL TOURISM OFFICE	2018 LODGING TAX GRANT PROGRAM - REGIONAL TOURISM MARKETING - CMO
596840	08-Nov-2018	13,500.00	VANCOUVER USA REGIONAL TOURISM OFFICE	2018 LODGING TAX GRANT PROGRAM - REGIONAL TOURISM MARKETING WATERFRONT - CMO
596841	08-Nov-2018	19,337.17	VERIZON WIRELESS	SUMMARY: IPAD WIRELESS & BROADBAND SERVICE
I				
596856	08-Nov-2018			
596857	08-Nov-2018	5,519.39	WALTER E NELSON CO	SUMMARY: JANITORIAL SUPPLIES
596858	08-Nov-2018	546.86	WASHINGTON STATE DEPT OF TRANSPORTATION	PROJ/WO JD14210L/JD1421 - FIBER MAINTENANCE - 18SEP - MP ENG - RECEIPT 138337 BY A POWERS PER E-MAIL
596859	08-Nov-2018	185.64	WASTE CONNECTIONS INC	ACCT 2010-1243807 - 18OCT - 415 W 6TH ST - RECORDS - SHRED EXTRA BOX-ONE TIME PURGE PDR
596860	08-Nov-2018	42,370.72	WHITNEY EQUIPMENT	SO 55782 - PUMP FOR FISHER GROVE PUMP STATION - OPS CENTER
596861	08-Nov-2018	5,870.75	WILLIS OF SEATTLE INC	ACCT VANCOUV-01 - MULTIPLE PUBLIC OFFICIALS POLICY RENEWALS - THRU 10/01/19 - PFD

INVOICE PAYMENTS REPORT

Check Number	Check Date	Amount	Vendor Name	Description
596862	08-Nov-2018	4,926.27	WIRE WORKS LLC	LABOR/SUPPLIES TO INSTALL 911 CIRCUITS POWER DISTRIBUTION PANELS FOR VPD - FORD SUV - VIN 5739 - PLATE 66016D - EQUIP SERVICES
596863	08-Nov-2018	184.93	XPO ENTERPRISE SERVICES INC	WEEKLY POSTAGE SERVICES - THRU 10/13/18 - FINANCE/MAILROOM
596864	08-Nov-2018	1,082.01	UNITED WAY OF THE COLUMBIA WILLAMETTE	PAYROLL
596865	08-Nov-2018	3,612.00	CHAPTER 13 - TRUSTEE	PAYROLL
596866	08-Nov-2018	7,436.22	LIFE INSURANCE CO OF NORTH AMERICA	PAYROLL
596867	08-Nov-2018	9,222.78	AMERICAN FAMILY LIFE ASSURANCE	PAYROLL
596868	08-Nov-2018	765.00	IAM LOCAL #1374	PAYROLL
596869	08-Nov-2018	18,955.43	IAFF LOCAL #452	PAYROLL
596870	08-Nov-2018	14,951.80	VANCOUVER POLICE OFFICER GUILD	PAYROLL
596871	08-Nov-2018	5,131.48	AFSCME LOCAL #307	PAYROLL
596872	08-Nov-2018	1,114.92	WESTERN METAL IND PENSION FUND	PAYROLL
596873	08-Nov-2018	5,218.37	OPEIU LOCAL #11	PAYROLL
596874	08-Nov-2018	3,256.50	WESTERN CONFERENCE OF TEAMSTERS	PAYROLL
596875	08-Nov-2018	550.00	MFS SERVICE CENTER INC	PAYROLL
596876	08-Nov-2018	672.00	TEAMSTERS LOCAL #58	PAYROLL
596877	08-Nov-2018	332.50	UA LOCAL #290	PAYROLL
596878	08-Nov-2018	72.36	LEGAL SHIELD	PAYROLL
20001452	31-Oct-2018	8,744.60	CITY OF VANCOUVER	SUMMARY: INFOR CITY PAYMENTS
I				
20001453	06-Nov-2018			
	SUBTOTAL	9,019,086.90		
VISA		0.00		NO PARKS CLASS REFUNDS TO REPORT THIS PERIOD
	TOTAL	9,019,086.90		

City of Vancouver
Payroll Council Report
October 30, 2018 - November 12, 2018

Check No.	Date	Explanation	Amount
6785 - 6795	10/31/18	10 2018 Pension Payroll	\$ 8,507.93
N/A	10/31/18	10 2018 Pension Direct Deposit	\$ 46,762.12
92192 - 92264	11/09/18	21 2018 Payroll	\$ 30,112.41
N/A	11/09/18	21 2018 Direct Deposit	\$ 2,922,782.94

\$ 3,008,165.40



Staff Report 164-18

TO: Mayor and City Council

FROM: Eric Holmes, City Manager

DATE: 11/19/2018

SUBJECT Property Tax Affordable Housing Levy for 2019

Key Points

- The Affordable Housing Fund is funded by a \$6 million annual property tax levy, which was approved by the citizens of Vancouver in 2016.
- Proposition 1 authorized the annual property tax levy for 7 years, beginning in 2017. By authorizing a 0.0 percent increase, the \$6,000,000 levy will remain as is. Information provided by the Washington State Department of Revenue states that the dollar amount stated in the ballot title is limiting amount, and the highest lawful levy amount is \$6,000,000.
- Approval of a 0.0 per cent increase would result in a City's resident's property tax related to the Affordable Housing Levy remaining the same for 2018, unless the property's assessed value has increased. Taxes are calculated as follows: Assessed value times Levy Rate divided by 1,000.

Strategic Plan Alignment

Goal 3, Objective 3.2: Improve services available to underserved or vulnerable residents.

Present Situation

Proposition 1 was approved by the citizens of Vancouver in November 2016, and authorized a \$6,000,000 annual property tax levy for 7 years, beginning in 2017. Information provided by the Washington State Department of Revenue states that the dollar amount stated in the ballot title is limiting amount, and the highest lawful levy amount is \$6,000,000.

Staff recommends that City Council approve a 0.0% increase in the property tax levy for the Affordable Housing Levy. Based on last year's Affordable Housing Fund levy of \$6,000,000, the increase will be \$0.00. Authorization of this requires a simple majority vote of City Council.

Staff estimates that the City's Affordable Housing Fund property tax levy rate in 2019 will range between \$0.23 per \$1,000 of assessed value to \$0.27 per \$1,000 of assessed value, compared

to the actual 2018 affordable housing fund property tax levy rate of \$0.286 per \$1,000. The decrease in the property tax levy rate is attributed to assessed values in the City increasing by approximately 12.7% compared to the prior year. Because of the limit on property tax increases, as discussed above, the property tax levy rate declines as assessed value increases. The statutory cap for the City's levy rate is \$3.325 per \$1,000 of assessed value.

Assessed Value 2018 \$287,100	Levy Rate 2018 \$0.2859919 (per \$1,000 assessed value; Affordable Housing Levy only)	2018 City Property Tax = \$82.11
Assessed Value 2019 \$323,562 (assumes assessed value increases 12.7%)	Estimated Levy Rate 2019 \$0.25377 (per \$1,000 assessed value; Affordable Housing Levy only)	2019 City Property Tax (hypothetical) = \$82.11
AV increases 12.7%	Levy Rate declines	Annual tax increase \$0.00 for this example taxpayer*

**If the assessed value of the resident's property as a percentage increased by less than 12.7%, the resident's annual taxes would be equal to or slightly less than the taxes paid to the city in 2018. If the assessed value of the resident's property increased by more than 12.7% from the previous year, the increase in the annual taxes would be slightly higher.*

Some citizens may qualify for tax relief, or qualify for a deferral program. To find out more information about this, residents should contact the Clark County Assessor's Office at 564-397-2391 or visit their website at <http://www.clark.wa.gov/assessor/taxrelief/index.html>.

Advantage(s)

Continued funding will be available to pay the costs authorized in the Affordable Housing Fund. The 0.0% increase would result in no increase in a city resident's property tax bill for the Affordable Housing Fund City portion of taxes for a home with an assessed valuation of \$323,562, assuming the taxpayer's assessed value increased by 12.7% and assuming a levy rate of \$0.25377.

Disadvantage(s)

None

Budget Impact

There will be no impact on budget for the ongoing annual property tax collections for the Affordable Housing Fund.

Prior Council Review

October 15, 2018 - Workshop: 2019-2020 City Manager's Recommended Operating Budget

Action Requested

On Monday, November 19, 2018, subject to second reading and public hearing, approve ordinance.

Carrie Lewellen, City Treasurer, 487-8482

ATTACHMENTS:

- ▯ Ordinance

11/05/18
11/19/18

ORDINANCE NO. _____

AN ORDINANCE relating to the annual property tax levy; authorizing an increase of 0.0% in the City's Affordable Housing Fund levy from the amount levied the previous year; and providing for an effective date.

WHEREAS, the City Council of the City of Vancouver, pursuant to RCW 84.55.120, held a public hearing and considered its budget for the calendar years 2019; and

WHEREAS, the City of Vancouver's actual levy amount for the Affordable Housing Fund Levy from 2018 was \$6,000,000; and

WHEREAS, the ballot title of Proposition 1 approved by Vancouver citizens in November 2016 limits the Affordable Housing Levy amount to \$6,000,000 annually for seven (7) years beginning in 2017; and

WHEREAS, the population of the City of Vancouver is more than 10,000.

NOW, THEREFORE,

BE IT ORDAINED BY THE CITY OF VANCOUVER:

Section 1. That an increase in the regular affordable housing fund property tax levy is hereby authorized for the 2019 levy in the amount of \$0.00, which is a percentage increase of 0.0% from the previous year.

Section 2. That the City Clerk is directed to transmit and file a certified copy of this

ordinance with the Board of Clark County Commissioners and the Clark County Assessor following approval by City Council.

Section 3. That this ordinance shall go into effect five days after adoption.

Read first time:

Ayes: Councilmembers

Nays: Councilmembers

Absent: Councilmembers

Read second time:

PASSED by the following vote:

Ayes: Councilmembers

Nays: Councilmembers

Absent: Councilmembers

SIGNED this _____ day of _____, 2018.

Anne McEnery-Ogle, Mayor

Attest:

Approved as to form:

Natasha Ramras, City Clerk
By: Carrie Lewellen, Deputy City Clerk

E. Bronson Potter, City Attorney

SUMMARY

ORDINANCE NO. _____

AN ORDINANCE relating to the annual affordable housing property tax levy; authorizing an increase of 0.0% in the City's affordable housing fund levy from the amount levied the previous year; and providing for an effective date.

The full text of this ordinance will be mailed upon request. Contact Raelyn McJilton, Records Officer at 487-8711, or via www.cityofvancouver.us (Go to City Government and Public Records).



Staff Report 165-18

TO: Mayor and City Council

FROM: Eric Holmes, City Manager

DATE: 11/19/2018

SUBJECT Property Tax Levy for 2019

Key Points

- Property taxes make up the largest, single revenue source available to support essential City services.
- State law allows the City to annually increase the property tax levy no more than 1% or the rate of inflation calculated by the Implicit Price Deflator (IPD), whichever amount is less, for both the City's General Fund property tax levy and for the Affordable Housing property tax levy.
- The IPD rate for 2018 levy calculations is 2.169 percent.
- Approval of a 1.0 percent increase would increase a city resident's property tax bill for the City portion of taxes by \$5.50 per year for a home with an assessed valuation of \$323,562 assuming a 12.7% increase in assessed value of the property.
- The 2019-2020 budget forecasted that 2019 property taxes would increase by 1%, or about \$487,700 for the General Fund.

Strategic Plan Alignment

N/A

Present Situation

On November 6, 2001, Washington voters approved Initiative 747 (I-747), which limits the allowable increase in the property tax levy to 1.0%, or the rate of inflation, whichever is less. The intent of the Initiative was reaffirmed by the Legislature in November 2007. The measure of inflation used under this law is the Implicit Price Deflator (IPD). The IPD inflation rate for 2019 levy calculations is 2.169%.

Staff recommends that City Council approve a 1.0% increase in the property tax levy. Because the inflation rate is higher than the 1.0% limit, the 1.0% increase is the maximum increase allowed. Based on last year's General Fund levy of \$48,770,483.97, the increase will be \$487,704.84. Authorization of this increase requires a simple majority vote of City Council.

Staff estimates that the City's general fund property tax levy rate in 2019 will range between \$2.08 per \$1,000 of assessed value and \$2.12 per \$1,000 of assessed value, compared to the actual 2018 general fund property tax levy rate of \$2.325 per \$1,000. The decrease in the property tax levy rate is attributed to assessed values in the City increasing by approximately 12.7% compared to the prior year. Because of the limit on property tax increases, as discussed above, the property tax levy rate declines as assessed value increases. The statutory cap for the City's levy rate is \$3.325 per \$1,000 of assessed value.

Example calculation of City Property Tax:

Assessed Value 2018 \$287,100	Levy Rate 2018 \$2.325 (per \$1,000 assessed value; General Fund Levy only)	2018 City Property Tax = \$667.51
Assessed Value 2019 \$323,562 (assumes assessed value increases 12.7%)	Estimated Levy Rate 2019 \$2.08 (per \$1,000 assessed value; General Fund Levy only)	2018 City Property Tax (hypothetical) = \$673.01
AV increases 12.7%	Levy Rate declines	Annual tax increase \$5.50 for this example taxpayer*

**If the assessed value of the resident's property as a percentage increased by less than 12.7%, the resident's annual taxes would be equal to or slightly less than the taxes paid to the city in 2018. If the assessed value of the resident's property increased by more than 12.7% from the previous year, the increase in the annual taxes would be slightly higher.*

Some citizens may qualify for tax relief, or qualify for a deferral program. To find out more information about this, residents should contact the Clark County Assessor's Office at 5640-397-2391 or visit their website at <http://www.clark.wa.gov/assessor/taxrelief/index.html>.

In addition to the base levy, the City collects new property tax revenue based on the value of new construction added to the assessment rolls during the prior year. The revenue to the City is calculated using the assessed value of new construction multiplied by the prior year's levy rate. The value of new construction is still being finalized by the County Assessor's Office and includes the value of utility new construction provided to the County Assessor by the State. The most recent estimate from the County Assessor's Office indicates more than \$309 million of new construction, which translates into \$718,000 of additional City property tax revenue, which is slightly more than the \$601,400 received for new construction values for 2018 taxes. The City's ordinance states the percentage and dollar amount increase in the City's base property tax levy as required by RCW 84.55.120. The County Assessor will determine the levy amount for new construction based on their final calculations.

Advantage(s)

Continued funding will be available from the City's primary revenue source to pay the cost of essential City services.

Disadvantage(s)

The 1.0% increase would increase a city resident's property tax bill for the General Fund City portion of taxes by \$5.50 per year for a home with an assessed valuation of \$323,562 assuming the taxpayer's assessed value increased by 12.7%.

Budget Impact

There will be no impact on budget for the ongoing annual property tax collections, the budget forecasted a 1% increase for the General Fund.

Prior Council Review

October 15, 2018 - Workshop: 2019-2020 City Manager's Recommended Operating Budget

Action Requested

On Monday, November 19, 2018, subject to second reading and public hearing, approve ordinance.

Carrie Lewellen, City Treasurer, 487-8482

ATTACHMENTS:

- ▣ Ordinance

11/05/18
11/19/18

ORDINANCE NO. M-4244
(RCW 84.55.120)

AN ORDINANCE relating to the annual property tax levy; authorizing an increase of 1.0% in the City's regular levy from the amount levied the previous year; and providing for an effective date.

WHEREAS, the City Council of the City of Vancouver has met and considered its budget for the calendar years 2019/2020; and,

WHEREAS, the City of Vancouver's actual levy amount for the General Fund from 2018 was \$48,770,483.97; and,

WHEREAS, the Implicit Price Deflator (IPD) rate released on September 25, 2018 is 2.169%, which is more than 1.0%. HB 2416 approved by the Washington State Legislature in 2007, limits the allowable increase to 1.0% or the IPD rate, whichever is lower; and

WHEREAS, the population of the City of Vancouver is more than 10,000.

NOW, THEREFORE,

BE IT ORDAINED BY THE CITY OF VANCOUVER:

Section 1. That an increase in the regular general fund property tax levy is hereby authorized for the 2019 levy in the amount of \$487,704.84, which is a percentage increase of 1.0% from the previous year. This increase is exclusive of additional revenue resulting from

new construction, improvements to property, any increase in the value of state-assessed property, any annexations that have occurred and refunds made.

Section 2. That the City Clerk is directed to transmit and file a certified copy of this ordinance with the Board of Clark County Commissioners and the Clark County Assessor following approval by City Council.

Section 3. That this ordinance shall go into effect five days after adoption.

Read first time: November 5, 2018

Ayes: Councilmembers Lebowsky, Glover, Stober, Topper, Turlay, Hansen, Mayor McEnerny-Ogle

Nays: None

Absent: None

Read second time: November 19, 2018

PASSED by the following vote: 7-0

Ayes: Councilmembers Lebowsky, Glover, Stober, Topper, Turlay, Hansen, Mayor McEnerny-Ogle

Nays: None

Absent: None

SIGNED this 19th day of November 2018.

Anne McEnerny-Ogle, Mayor

Attest:

Approved as to form:

Natasha Ramras, City Clerk
By: Carrie Lewellen, Deputy City Clerk

E. Bronson Potter, City Attorney

SUMMARY

ORDINANCE NO. M-4244

AN ORDINANCE relating to the annual property tax levy; authorizing an increase of 1.0% in the City's regular general fund levy from the amount levied the previous year; and providing for an effective date.



Staff Report 166-18

TO: Mayor and City Council

FROM: Eric Holmes, City Manager

DATE: 11/19/2018

SUBJECT Ad Valorem Taxes for 2019

Key Points

- Approving ad valorem taxes authorizes the County Assessor to levy real and personal property taxes.
- City staff has estimated the City should approve ad valorem taxes for 2019 in the amount of \$56.7 million in order to fund the 2019-20 biennial budget. Of this, \$50.7 million is for general fund purposes, and \$6 million is for the affordable housing fund.

Strategic Plan Alignment

N/A

Present Situation

Pursuant to RCW 35.33.135, Council must approve an ordinance to fix and authorize the Clark County Assessor's Office to levy ad valorem taxes necessary to fund the City of Vancouver's 2019-2020 Biennial Budget.

An ad valorem tax (Latin for "according to value") is defined as a tax based on the value of real estate or personal property. An ad valorem tax is typically imposed at the time of a transaction(s) (a sales tax or value-added tax (VAT)), but it may be imposed on an annual basis (real or personal property tax) or in connection with another significant event (i.e. inheritance tax).

Staff currently estimates the 2019 real and personal property tax levy as \$56.7 million, which includes a preliminary estimate of \$719,000 in property tax revenue from new construction. The estimate of property tax from new construction will be updated based on the final new construction valuation provided by the Assessor's Office. The estimate of property tax revenue does not include the change in value of state-assessed utility property. Both of these amounts will not be final until December 2018.

City staff recommends that Council approve ad valorem taxes in the amount of \$56.7 million,

which is needed to fund the City's 2019-2020 biennial budget. Of the total, \$50.7 million is for general fund purposes, and \$6 million is for the affordable housing fund. Approving ad valorem taxes of \$56.7 million allows the County Assessor's Office to levy real and personal property taxes to the full extent allowed under Washington State law. Staff anticipates that the final certified levy will be between \$56.1 million and \$56.7 million in 2019. If Council authorizes the ad valorem tax amount too low, the County Assessor's Office will only be allowed to levy up to the amount authorized by Council.

Staff recommends that City Council approve ad valorem taxes in the amount of \$56.7 million for the 2019 real and personal property tax levy within the city limits of Vancouver. This estimated revenue source is necessary to fund the 2019-2020 Biennial Budget for the City of Vancouver.

Advantage(s)

Ad valorem taxes provide continued funding from the City's primary revenue source, which is necessary to fund the 2019-2020 Biennial Budget.

Disadvantage(s)

Ad valorem taxes increase; however, the increase is small and the specific impact on a property owner is dependent on the change in their assessed value.

Budget Impact

The amount of the ad valorem tax ordinance is included in the 2019-2020 Biennial Budget.

Prior Council Review

October 15, 2018 - Workshop: 2019-2020 City Manager's Recommended Operating Budget

Action Requested

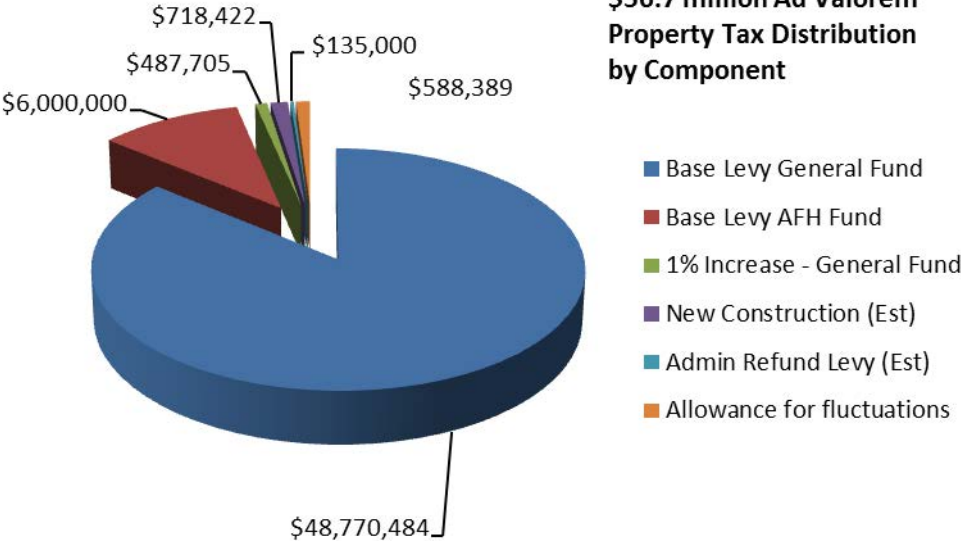
On Monday, November 19, 2018, subject to second reading and public hearing, approve ordinance..

Carrie Lewellen, City Treasurer, 487-8482

ATTACHMENTS:

- ▣ Ad Valorem Property Tax Distribution by Component
- ▣ Ordinance

\$56.7 million Ad Valorem Property Tax Distribution by Component



11/05/2018
11/19/2018

ORDINANCE NO. _____

AN ORDINANCE fixing and levying the amount of ad valorem taxes necessary to balance estimated revenue with estimated expenditures for the 2019/2020 Budget for the City of Vancouver; providing for an effective date.

WHEREAS, the City Council finds that the total net amount of \$56,700,000 in revenue must be raised by ad valorem taxes on real and personal property within the corporate limits of the City of Vancouver to balance estimated revenues and expenditures for the 2019/2020 budget for the City of Vancouver.

NOW, THEREFORE,

BE IT ORDAINED BY THE CITY OF VANCOUVER:

Section 1. There is hereby fixed to be raised by general property taxes upon real and personal property within the City of Vancouver the amount of \$56,700,000, for the following purposes:

Amount of tax levy for	
General Government Purposes	\$50,700,000
Affordable Housing Levy	<u>\$ 6,000,000</u>
Total Levy Amount	\$56,700,000

ORDINANCE - 1

Section 2. The City Clerk is directed to transmit and file a certified copy of this ordinance with the Board of Clark County Commissioners and the Clark County Assessor following approval by City Council.

Section 3. This ordinance shall take effect five days after adoption.

Read first time:

Ayes: Councilmembers

Nays: Councilmembers

Absent: Councilmembers

Read second time:

PASSED by the following vote:

Ayes: Councilmembers

Nays: Councilmembers

Absent: Councilmembers

SIGNED this _____ day of _____, 2018.

Anne McEnery-Ogle, Mayor

Attest:

Approved as to form:

Natasha Ramras, City Clerk
By: Carrie Lewellen, Deputy City Clerk

E. Bronson Potter, City Attorney

ORDINANCE - 2

SUMMARY

ORDINANCE NO. _____

AN ORDINANCE fixing and levying the amount of ad valorem taxes necessary to balance estimated revenue with estimated expenditures for the 2019/2020 Budget for the City of Vancouver; providing for an effective date five days after adoption.

The full text of this ordinance will be mailed upon request. Contact Raelyn McJilton, Records Officer at 487-8711, or via www.cityofvancouver.us (Go to City Government and Public Records).



Staff Report 167-18

TO: Mayor and City Council

FROM: Eric Holmes, City Manager

DATE: 11/19/2018

SUBJECT Amendments to VMC Titles 16 and 17 to implement fire and life safety program fee increases

Key Points

Adopt an ordinance increasing certain fees for Fire Marshal Services to maintain program costs associated with fire and life safety

Strategic Plan Alignment

Goal 2: Provide effective, innovative and well-resourced police, fire and emergency medical services.

Present Situation

The proposed revision of VMC Titles 16 and 17 will re-align fees for increased costs associated with fire inspections, construction/operational permits, and fire plans review.

VMC Title 16 has been in effect for more than ten years; with this long-term experience Fire staff has identified the need to increase certain fees to account for higher program costs associated with fire and life safety inspections, fire protection system report reviews and operational fire code permits.

Advantage(s)

Aligns fees with increased costs associated with the fire and life safety permitting and inspection program

Disadvantage(s)

None

Budget Impact

Title 16 - Fire Inspections / Operational Permits / Fire Protection Systems (Inspection, Testing & Maintenance) ITM test report reviews.

- Increase Fire & Life Safety Fees; on 1/1/2019 increase 5% and on 1/1/2020 increase 5%
- On 1/1/2019 add \$5.00 fee to review additional (subsequent to the original) fire protection systems reports required by the International Fire Code.

Title 17 – Fire Construction Permits, Inspections and Plans Reviews

- Increase fire permits, inspections, fire plans review fees; on 1/1/2019 increase 5%

Prior Council Review

October 15, 2018 - Workshop: 2019-2020 City Manager's Recommended Operating Budget

Action Requested

On Monday, November 19, 2018, subject to second reading and public hearing, approve ordinance.

Heidi Scarpelli, Vancouver Fire Marshal, 487-7202

ATTACHMENTS:

- ▣ Building and Fire Code Commission Recommendation
- ▣ Ordinance

October 30, 2018

Mayor and City Council
City of Vancouver
PO Box 1995
Vancouver WA 98668-1995

Re: Recommendation on proposed changes to VMC Title 16 and Title 17

Dear Mayor and City Council Members:

The Building and Fire Code Commission (BFCC) of the City of Vancouver held a duly noticed meeting on October 29th 2018. The BFCC and city staff discussed the following:

1. Update VMC Title 16.04.280 Permits and fees effective January 1, 2019 and January 1, 2020.
2. Update VMC Title 16.04.280 Inspections, Testing and Maintenance Report Processing, January 1, 2019 and January 1, 2020
3. Update VMC Title 17.08.130 Table VII Fire Fees effective January 1, 2019.

Following the discussion, motions were unanimously approved by the BFCC in favor of proposed VMC Title 16 and Title 17 code amendments.

Building and Fire Code Commission recommends adoption of the ordinances by the City Council.

Sincerely,

Scott Anders
Chair, Building and Fire Code Commission

Cc: Eric Holmes, City Manager
Bronson Potter, City Attorney
Heidi Scarpelli, Fire Marshal
Joe Molina, Fire Chief
Sree Thirunagari, Building Official
Debra Quinn, Assistant City Attorney
Building and Fire Code Commission members

11/05/18

11/19/18

ORDINANCE NO. M - _____

AN ORDINANCE amending Vancouver Municipal Code (VMC) Sections 16.04.280 and 17.08.130 relating to the Vancouver Fire Department cost recovery amounts; increasing existing permit and fee schedules and providing for the implementation of a fee schedule for services; indexing applicable fees to the Seattle Consumer Price Index to account for inflation; and providing for savings and an effective date.

WHEREAS, the City's Strategic Plan establishes a Safe and Prepared City as one of its principle goals; and

WHEREAS, pursuant to Vancouver Municipal Code (VMC) 17.08.130(f): "Building and Fire related permit and plan review fees shall be reviewed periodically to ensure that they accurately reflect the current cost of providing services;" and

WHEREAS, the Fire Department is tasked to ensure all fire protection equipment is operational and functions as designed. This is accomplished by a technical review of all system reports; and

WHEREAS, Under the current fee structure, the Fire Department only recovers an initial fee for one system type and does not obtain a fee for reviewing/tracking multiple required systems within a building; and

WHEREAS, the City of Vancouver has directed the Fire Department to look for

ORDINANCE - 1

opportunities to recover costs; and

WHEREAS, the U.S. Department of Labor Bureau of Labor Statistics (BLS) no longer calculates a Consumer Price Index for the Vancouver-Portland Statistical Metropolitan Area; and

WHEREAS, the nearest metropolitan area to Vancouver for which the BLS calculates a CPI is the Seattle Metropolitan Area; and

WHEREAS, the City Council intends to adopt the Seattle CPI for All Urban Consumers for purposes of calculating changes to fees; and

WHEREAS, the Council determines to adopt the changes in the permit and fee schedules and Fire Protection System Fees as provided for in this Ordinance.

NOW, THEREFORE,

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF VANCOUVER:

SECTION 1. Legislative Findings. The recitals set forth above are adopted as the legislative findings of the City Council of the City of Vancouver in support of adoption of this ordinance.

SECTION 2. Permits and fees. Vancouver Municipal Code Section 16.04.280 as last amended by M-4164 is hereby amended to read as follows:

VMC Section 16.04.280 Permits and fees.

A. Whenever any permit is required by the fire code, such permit shall be in addition to all other permits or licenses required by law or other ordinance.

B. Permit fees for permits required under IFC Section 105.7 shall be established in VMC Chapter 17.08, Fees Table V Fire Fees, and VMC Section 20.180.080, Fire Fees.

C. All fees contained in this Section will automatically increase by five percent (5%) on January 1, 2017~~19~~20, and by an additional five percent (5%) on January 1, 2018~~20~~21. Each such newly adjusted fee shall be rounded to the nearest whole dollar with fifty (\$.50) cents or more being rounded to the next higher dollar and forty-nine-

(\$.49) cents or less to the lower dollar.

D. The owner or occupant of buildings that have any of the existing occupancy types listed in this section shall pay a periodic inspection fee, according to fee schedule listed in this section. For the purposes of this section, “periodic inspection” means an inspection of the existing occupancy types listed in this section, according to the fire code official’s pre-set inspection schedule. A “periodic inspection” under this section is not related to any inspection associated with a construction permit, required under VMC Chapter 17.08. For the purposes of this section, “special inspection” means any inspection of the existing occupancy types listed in this section to ensure compliance with newly adopted rules or regulations, compliance with a manufacturer’s recall, or any inspection related to a fire code enforcement investigation. There shall be no special inspection fee if a fire code complaint does not result in identifying a fire code violation.

~~Effective 01/01/2017:~~ Effective 01/01/2019

First Code-Compliance Inspection	Occupancy Group Types B, M & R (Not Including R-3 Occupancies) & U	Occupancy Group Types A, E & LC	Occupancy Group Types F, H, I & S
0 - 500 sq. ft.	\$34 <u>\$38</u> (limited to type B & M occupancies only)	N/A	N/A
501 - 3,000 sq. ft.	\$66 <u>\$72</u>	\$88 <u>\$97</u>	\$110 <u>\$121</u>
3,001 - 5,000 sq. ft.	\$105 <u>\$114</u>	\$127 <u>\$139</u>	\$149 <u>\$163</u>
5,001 - 7,500 sq. ft.	\$138 <u>\$151</u>	\$182 <u>\$200</u>	\$237 <u>\$259</u>
7,501 - 10,000 sq. ft.	\$149 <u>\$163</u>	\$226 <u>\$248</u>	\$330 <u>\$362</u>
10,001 - 12,500 sq. ft.	\$165 <u>\$182</u>	\$259 <u>\$284</u>	\$352 <u>\$386</u>
12,501 - 15,000 sq. ft.	\$187 <u>\$206</u>	\$303 <u>\$332</u>	\$369 <u>\$404</u>
15,001 - 17,500 sq. ft.	\$198 <u>\$217</u>	\$325 <u>\$356</u>	\$385 <u>\$423</u>
17,501 - 20,000 sq. ft.	\$209 <u>\$230</u>	\$341 <u>\$375</u>	\$402 <u>\$441</u>
20,001 - 30,000 sq. ft.	\$226 <u>\$248</u>	\$358 <u>\$393</u>	\$418 <u>\$459</u>
30,001 - 40,000 sq. ft.	\$253 <u>\$278</u>	\$402 <u>\$441</u>	\$429 <u>\$471</u>

First Code-Compliance Inspection	Occupancy Group Types B, M & R (Not Including R-3 Occupancies) & U	Occupancy Group Types A, E & LC	Occupancy Group Types F, H, I & S
40,001 - 50,000 sq. ft.	\$270 <u>\$296</u>	\$429 <u>\$471</u>	\$446 <u>\$489</u>
50,001 - 60,000 sq. ft.	\$286 <u>\$314</u>	\$457 <u>\$501</u>	\$457 <u>\$501</u>
60,001 - 70,000 sq. ft.	\$303 <u>\$332</u>	\$484 <u>\$531</u>	\$484 <u>\$531</u>
70,001 - 100,000 sq. ft.	\$314 <u>\$344</u>	\$506 <u>\$555</u>	\$506 <u>\$555</u>
100,001 - 150,000 sq. ft.	\$336 <u>\$369</u>	\$534 <u>\$586</u>	\$534 <u>\$586</u>
150,001 - 200,000 sq. ft.	\$374 <u>\$411</u>	\$567 <u>\$622</u>	\$567 <u>\$622</u>
Over 200,000 sq. ft.	\$457 <u>\$501</u>	\$594 <u>\$652</u>	\$594 <u>\$652</u>
If the actual costs, (including, but not limited to, preparation, administration and inspection time) exceeds double the fee established in Section 1 of the fee table an additional hourly rate may apply.	\$7279 per hour (actual costs, including, but not limited to, preparation, administrative, and inspection time)	\$7279 per hour (actual costs, including, but not limited to, preparation, administrative, and inspection time)	\$7279 per hour (actual costs, including, but not limited to, preparation, administrative, and inspection time)
Where the inspectable portions of the building is less than 50% of the total building square footage; then an hourly rate may be applied in lieu of the fee established in Section 1 of the fee table.	\$7279 per hour (actual costs, including, but not limited to, preparation, administrative, and inspection time)	\$7279 per hour (actual costs, including, but not limited to, preparation, administrative, and inspection time)	\$7279 per hour (actual costs, including, but not limited to, preparation, administrative, and inspection time)
Second and subsequent Re-Inspections	\$7279 per hour (actual costs, including, but not limited to, preparation, administrative, and inspection time)	\$7279 per hour (actual costs, including, but not limited to, preparation, administrative, and inspection time)	\$7279 per hour (actual costs, including, but not limited to, preparation, administrative, and inspection time)

Special inspections or other fire code inspections or fire code related activities	\$72 <u>79</u> per hour (actual costs, including, but not limited to, preparation, administrative, and inspection time)	\$72 <u>79</u> per hour (actual costs, including, but not limited to, preparation, administrative, and inspection time)	\$72 <u>79</u> per hour (actual costs, including, but not limited to, preparation, administrative, and inspection time)
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- E. Second inspections are at no cost, all subsequent compliance inspections shall be charged an hourly rate per the table above. Where authorized by the Fire Code Official, the affidavit process shall constitute a second inspection at no cost.
- F. Operational permits required by IFC Section 105.6. An applicant for an operational permit, required under IFC Section 105.6, shall pay a fee of ~~\$42.00~~ \$48.00 for each operational permit, except that the following sub-categories of operational permits are hereby created:
1. SPECIAL EVENT MASTER PERMIT - Event producers shall obtain such permit for amusement buildings (IFC Section 105.6.2), organized carnivals and fairs (including festivals and concerts), (IFC Section 105.6.4), exhibits and trade shows (IFC Section 105.6.13), and etc. The fee for a Special Event Master Permit shall be: ~~\$76.00~~\$84.00 for single user and ~~\$154.~~\$170.00 for multi-user (includes fire permit & fire inspection).

Operational permits issued for the storage and use of LP-gas in structures with an aggregate quantity less than 125 gallons (water capacity) shall not be charged a fee.

- G. Inspection, Testing and Maintenance Report Processing Under IFC Section 901.6. There shall be a review fee for reports submitted to the fire code official under IFC Section 901.6, according to the following schedule:

~~Effective 01/01/2018:~~ Effective 01/01/2020

First Code-Compliance Inspection	Occupancy Group Types B, M & R (Not Including R-3 Occupancies) & U	Occupancy Group Types A, E & LC	Occupancy Group Types F, H, I & S
0 - 500 sq. ft.	\$36 <u>\$40</u> (limited to type B & M occupancies only)	N/A	N/A
501 - 3,000 sq. ft.	\$69 <u>\$76</u>	\$92 <u>\$102</u>	\$115 <u>\$127</u>
3,001 - 5,000 sq. ft.	\$109 <u>\$120</u>	\$132 <u>\$146</u>	\$155 <u>\$171</u>
5,001 - 7,500 sq. ft.	\$144 <u>\$159</u>	\$190 <u>\$210</u>	\$247 <u>\$272</u>
7,501 - 10,000 sq. ft.	\$155 <u>\$171</u>	\$236 <u>\$260</u>	\$345 <u>\$380</u>

10,001 - 12,500 sq. ft.	\$173 <u>\$191</u>	\$270 <u>\$298</u>	\$368 <u>\$405</u>
12,501 - 15,000 sq. ft.	\$196 <u>\$216</u>	\$316 <u>\$349</u>	\$385 <u>\$424</u>
15,001 - 17,500 sq. ft.	\$207 <u>\$228</u>	\$339 <u>\$374</u>	\$403 <u>\$444</u>
17,501 - 20,000 sq. ft.	\$219 <u>\$242</u>	\$357 <u>\$394</u>	\$420 <u>\$463</u>
20,001 - 30,000 sq. ft.	\$236 <u>\$260</u>	\$374 <u>\$413</u>	\$437 <u>\$482</u>
30,001 - 40,000 sq. ft.	\$265 <u>\$292</u>	\$420 <u>\$463</u>	\$449 <u>\$495</u>
40,001 - 50,000 sq. ft.	\$282 <u>\$311</u>	\$449 <u>\$495</u>	\$466 <u>\$513</u>
50,001 - 60,000 sq. ft.	\$299 <u>\$330</u>	\$477 <u>\$526</u>	\$477 <u>\$526</u>
60,001 - 70,000 sq. ft.	\$316 <u>\$349</u>	\$506 <u>\$558</u>	\$506 <u>\$558</u>
70,001 - 100,000 sq. ft.	\$328 <u>\$361</u>	\$529 <u>\$583</u>	\$529 <u>\$583</u>
100,001 - 150,000 sq. ft.	\$351 <u>\$387</u>	\$558 <u>\$615</u>	\$558 <u>\$615</u>
150,001 - 200,000 sq. ft.	\$391 <u>\$432</u>	\$592 <u>\$653</u>	\$592 <u>\$653</u>
Over 200,000 sq. ft.	\$477 <u>\$526</u>	\$621 <u>\$685</u>	\$621 <u>\$685</u>
If the actual costs, (including, but not limited to, preparation, administration and inspection time) exceeds double the fee established in Section 1 of the fee table an additional hourly rate may apply.	\$7583 per hour (actual costs, including, but not limited to, preparation, administrative, and inspection time)	\$7583 per hour (actual costs, including, but not limited to, preparation, administrative, and inspection time)	\$7583 per hour (actual costs, including, but not limited to, preparation, administrative, and inspection time)

Where the inspectable portions of the building is less than 50% of the total building square footage; Then an hourly rate may apply	\$7583 per hour (actual costs, including, but not limited to, preparation, administrative, and inspection time)	\$7583 per hour (actual costs, including, but not limited to, preparation, administrative, and inspection time)	\$7583 per hour (actual costs, including, but not limited to, preparation, administrative, and inspection time)
Applied in lieu of the fee established in Section 1 of the fee table.			
Second and subsequent Re-Inspections	\$7583 per hour (actual costs, including, but not limited to, preparation, administrative, and inspection time)	\$7583 per hour (actual costs, including, but not limited to, preparation, administrative, and inspection time)	\$7583 per hour (actual costs, including, but not limited to, preparation, administrative, and inspection time)
Special inspections or other fire code inspections or fire code related activities	\$7583 per hour (actual costs, including, but not limited to, preparation, administrative, and inspection time)	\$7583 per hour (actual costs, including, but not limited to, preparation, administrative, and inspection time)	\$7583 per hour (actual costs, including, but not limited to, preparation, administrative, and inspection time)

~~E.H~~ Second inspections are at no cost, all subsequent compliance inspections shall be charged an hourly rate per the table above. Where authorized by the Fire Code Official, the affidavit process shall constitute a second inspection at no cost.

~~F.I~~ Operational permits required by IFC Section 105.6. An applicant for an operational permit, required under IFC Section 105.6, shall pay a fee of ~~\$46.00~~ \$50.00 for each operational permit, except that the following sub-categories of operational permits are hereby created:

1. SPECIAL EVENT MASTER PERMIT - Event producers shall obtain such permit for amusement buildings (IFC Section 105.6.2), organized carnivals and fairs (including festivals and concerts), (IFC Section 105.6.4), exhibits and trade shows (IFC Section 105.6.13), and etc. The fee for a Special Event Master Permit shall be: ~~\$80.00~~ \$88.00 for single use and ~~\$162.00~~ \$179.00 for multi-use (includes fire permit & fire inspection).

Operational permits issued for the storage and use of LP-gas in structures with an aggregate quantity less than 125 gallons (water capacity) shall not be charged a fee.

~~G.J~~ Inspection, Testing and Maintenance Report Processing Under IFC Section 901.6. There shall be a review fee for reports submitted to the fire code official under IFC Section 901.6, according to the following schedule:

Effective 1/1/2017-Effective 1/1/2019:

1.	Each Commercial Cooking Maintenance (includes suppression systems and hood cleaning reports)	\$44 \$48 per building or address — whichever is greater initial fire protection system type and \$5 per additional system of the same protection type
2.	Each Fixed Chemical System (Fixed Chemical Systems Include All Systems Defined in the IFC And Paint Booths and Clean Rooms)	\$44 \$48 per building or address — whichever is greater initial fire protection system type and \$5 per additional system of the same protection type
3.	Fire Sprinkler	\$44 \$48 per building or address — whichever is greater initial fire protection system type and \$5 per additional system of the same protection type
4.	Fire Alarm	\$44 \$48 per building or address — whichever is greater initial fire protection system type and \$5 per additional system of the same protection type
5.	Fire Pump	\$44 \$48 per building or address — whichever is greater initial fire protection system type and \$5 per additional system of the same protection type
6.	Emergency Generator	\$44 \$48 per building or address — whichever is greater initial fire protection system type and \$5 per additional system of the same protection type
7.	Standpipes	\$44 \$48 per building or address — whichever is greater initial fire protection system type and \$5 per additional system of the same protection type
8.	All Other Fire Protection Systems	\$44 \$48 per building or address — whichever is greater initial fire protection system type and \$5 per additional system of the same protection type

Effective 1/1/2020:

1.	Each Commercial Cooking Maintenance (includes suppression systems and hood cleaning reports)	\$46 per building or address — whichever is greater \$50 per initial fire protection system type and \$5 per additional system of the same protection type
2.	Each Fixed Chemical System (Fixed Chemical Systems Include All Systems Defined in the IFC And Paint Booths and Clean Rooms)	\$46 per building or address — whichever is greater \$50 per initial fire protection system type and \$5 per additional system of the same protection type
3.	Fire Sprinkler	\$46 per building or address — whichever is greater

		<u>\$50 per initial fire protection system type and \$5 per additional system of the same protection type</u>
<u>4.</u>	Fire Alarm	\$46 per building or address — whichever is greater <u>\$50 per initial fire protection system type and \$5 per additional system of the same protection type</u>
<u>5.</u>	Fire Pump	\$46 per building or address — whichever is greater <u>\$50 per initial fire protection system type and \$5 per additional system of the same protection type</u>
6.	Emergency Generator	\$46 per building or address — whichever is greater <u>\$50 per initial fire protection system type and \$5 per additional system of the same protection type</u>
<u>7.</u>	Standpipes	\$46 per building or address — whichever is greater <u>\$50 per initial fire protection system type and \$5 per additional system of the same protection type</u>
<u>8.</u>	All Other Fire Protection Systems	\$46 per building or address — whichever is greater <u>\$50 per initial fire protection system type and \$5 per additional system of the same protection type</u>

SECTION 3. Fees. Vancouver Municipal Code Section 17.08.130 as last amended by M-4165, Table VII Fire Fees, is amended to read as follows:

VMC Section 17.08.130 Fees.

A. Application/Plan review fee. When submittal of documents are required, a plan review fee shall be paid at the time of submitting the submittal documents for plan review. The fee shall be as specified in Table V.

B. Permit fee. A permit shall not be valid until the permit and construction documents have been approved and the fees prescribed in this section have been paid. Amendment to a permit shall not be released until the additional fee, where applicable, has been paid.

C. Determination of valuation. The valuation used to determine permit and plan review fees shall be generated from national statistical averages as found in “Building Standards” or similar source for

the type of construction and the type of occupancy.

1. The determination of value or valuation under any of the provisions of this code shall be made by the Building Official and/or Fire Marshal.

D. Generally, fees should be adopted at a level sufficient to cover costs or a substantial portion of the costs, associated with conducting review and inspections, issuing permits, and providing services, as set by City Council. Consistent with the intent of this code section, the building official and fire marshal are authorized to make adjustments to categories of fees provided such adjusted fees do not exceed those adopted by Section [17.08.130](#).

E. January 1st of each year. Building and Fire related permit and plan review fees shall be adjusted by an amount equal to the percentage change in the Consumer Price Index for ~~the Portland-Salem, Oregon-Washington Metropolitan Area for Wage Earners and Clerical Workers (CPI-W) for the preceding year ending on June 30 prepared by the Department of Labor, Bureau of Labor Statistics (the "CPI-W")~~ All Urban Consumers for the Seattle area as adopted by the Bureau of Labor Statistics (the "CPI-W") or a replacement index applicable to the City of Vancouver, but not less than 0%. Each such newly adjusted fee shall be rounded to the next higher whole dollar. ~~The building official and fire marshal are authorized to suspend fee increases authorized by this Section.~~

F. Building and Fire related permit and plan review fees shall be reviewed periodically to ensure that they accurately reflect the current cost of providing services.

G. The following tables contain all Building and Fire related fees:

1. Table I. Building permit fees. When work for which a permit is required involves two or more codes, the permit holder shall pay a single permit fee of one and six-tenths times the fee set forth herein.

TABLE I
Building Permit Fees

Valuation	Permit Fees
\$1 to \$500	\$26.98
\$501 to \$2,000	\$26.98 for the first \$500 plus \$3.50 for each additional \$100 or fraction thereof up to and including \$2,000
\$2,001 to \$25,000	\$79.51 for the first \$2,000 plus \$16.08 for each additional \$1,000 or fraction thereof up to and including \$25,000

Valuation	Permit Fees
\$25,001 to \$50,000	\$449.55 for the first \$25,000 plus \$11.59 for each additional \$1,000 or fraction thereof up to and including \$50,000
\$50,001 to \$100,000	\$739.41 for the first \$50,000 plus \$8.03 for each additional \$1,000 or fraction thereof up to and including \$100,000
\$100,001 to \$500,000	\$1,140.85 for the first \$100,000 plus \$6.41 for each additional \$1,000 or fraction thereof up to and including \$500,000
\$500,001 to \$1,000,000	\$3,706.65 for the first \$500,000 plus \$5.45 for each additional \$1,000 or fraction thereof up to and including \$1,000,000
\$1,000,001 & Up	\$6,433.86 for the first \$1,000,000 plus \$3.61 for each additional \$1,000 or fraction thereof
Manufactured Structures Set-Up Fee	\$165.34 per section, with a minimum fee of \$330.68 per permit (this fee is in addition to the valuation-based fee for the site improvements required in addition to the set-up fee).

Footnotes:

1. For Commercial and Multi-Family Residential permits, an additional fee per **Table IV.1 – Fire – Building Permit Fees** shall be added to the amounts listed in **Table I – Building Permit Fees**, to cover actual costs relating to Fire Department acceptance inspection work.

TABLE II

Electrical Permit Fees

Fees are per each item to be installed or altered.

Electrical Permit Items (1)	Fee
Residential	
Placement or Altered Service (2)	
Electrical Service 0 - 200 amps with feeder	\$76.91
Electrical Service 201 - 600 amps with feeder	\$112.50
Electrical Service 601 Amps and greater	\$169.35
Mobile Home Service or Feeder	\$55.10
Mobile Home Service and Feeder	\$90.69

Electrical Permit Items (1)	Fee
Additional Feeders (2)	\$55.10
Branch Circuits (4)	
1 - 4 Circuits	\$55.10
Each Additional Circuit	\$6.31
Maintenance/Repair Mast or Meter (3)	\$41.90
Commercial Industrial	
New or Altered Service/Feeder (5, 6, 7)	
0 - 100 amps	\$90.69
101 - 200 amps	\$110.21
201 - 400 amps	\$211.25
401 - 600 amps	\$257.57
601 - 800 amps	\$319.17
801 - 1000 amps	\$389.21
1001 amps and over	\$424.81
Additional Feeders (6)	
0 - 200 amps	\$90.69
201 - 600 amps	\$211.25
601 - 1000 amps	\$319.17
1001 amps and over	\$354.19
Maintenance Repair Mast of Meter 1	\$76.91

Electrical Permit Items (1)	Fee
Branch Circuits Only (4)	
First 5 Circuits per Branch Circuit Panel	\$70.04
Each Additional Circuit Per Branch Circuit Panel	\$6.31
Over 600 Volts Surcharge Per Permit	\$70.04
Temporary Service (8)	
0 - 200 amps with feeder	\$68.88
201 - 400 amps with feeder	\$83.81
401 - 600 amps with feeder	\$112.50
601 amps and over	\$127.45
Each Additional Feeder	\$24.67
Low Voltage/Telecommunications (9)	
First 2500 square feet or less	\$48.79
Each Additional 2500 Square Feet or portion thereof	\$13.20
Signs and Outline Lighting (10, 11)	
First Sign (No Service Included)	\$41.90
Each Additional Sign Inspected at Same Time	\$20.09
Generators (12)	
Installed Transfer for Portable Generators	\$76.62
Electrical Annual Permit for Commercial Industrial Location (13)	
1 to 3 Plant Electricians (up to 6 inspections)	\$1,013.52

Electrical Permit Items (1)	Fee
1 to 3 Plant Electricians (up to 12 inspections)	\$2,027.03
4 to 6 Plant Electricians (up to 24 inspections)	\$4,057.43
7 to 12 Plant Electricians (up to 36 inspections)	\$6,083.98
13 to 35 Plant Electricians (up to 52 inspections)	\$8,112.74
25 + Plant Electricians (up to 75 inspections)	\$10,142.07
Trip Fees	
Inspection Requested but Not Ready	\$42.00
Each Additional Inspection Over 2 Per Permit	\$42.00
Inspection of Existing Installation	\$84.00
Progress Inspections Per 1/2 Hour (Minimum)	\$42.00
Plan Review	35% of Permit Fees Plus Submission Fee
Plan Review Submission Fee	\$70.58
Permit of Record	\$27.00
Minimum Fee (14)	\$68.88

Footnotes:

1. A maximum of two inspections are provided per permit. Additional inspections will be subject to Trip Fee assessment.
2. Service and feed must be inspected together when using this fee. Inspections at different times requires a \$54.00 fee for each inspection.
3. Scope of work is limited to wind, weather, vehicular or terminal failure damage to existing systems. May also include the repair or replacement of the mast, meter and conductors up to the first point of termination on the service or building disconnecting means. Relocated meters or masts and overhead-underground conversions shall be evaluated as altered services.
4. Altered or added circuits calculated per panel board.
5. Service and feed must be inspected together when using this fee. Inspections at different times

- requires the Service Fee plus additional fee calculated Commercial Additional Feeders fee.
6. All field installed power transformers that are the source of a separately derived system shall have both their primary and secondary feeds identified/fee valued. All multi-section lighting and appliance branch circuit panel boards shall have each section evaluated/fee valued. All feeder taps that terminate in an overcurrent device rated 30 amps or larger shall be identified/fee valued.
 7. Multiple section switch boards that have continuous, full ampacity bussing between sections shall be fee valued as single feeders Switchboard subsections that have reduced ampacity bussing and individual overcurrent protection for the section shall be evaluated as additional feeders.
 8. Service and feed must be inspected together when using this fee. Inspections at different times requires an additional fee per the Service and Fee schedule.
 9. Low voltage and telecommunications systems includes all telecommunication systems, fire alarms, burglar alarms, nurse call, intercom, security systems, energy management controls, HVAC/refrigeration control, industrial and automation control systems, lighting controls, standalone sound systems, public address and similar low energy circuits and equipment in all occupancy except one and two family dwellings as regulated by the International Residential Code. Multiple low-voltage systems installed by a single contractor at a single address and ready for a single inspection, may be fee valued at one fee.
 10. Service or feeder equipment installed exclusively to power a sign shall be fee valued at the Commercial Industrial Service fee schedule.
 11. Multiple sign faces and enclosures mounted on the same structure, each disconnecting means or set of disconnects to a separate enclosure shall be considered an individual sign. For outline lighting, neon channel letters and skeletal neon lighting, a sign will be defined as the sign transformer or power supply fed by a primary sign circuit.
 12. Permanently installed generators shall be fee valued under the appropriate residential or commercial service/feeder schedule.
 13. For commercial and industrial location employing full-time electrical maintenance staff or having a yearly maintenance contract with a licensed electrical contractor. All yearly maintenance contracts must detail the number of contract electricians necessary to do the work required under the contract. This number will be used for calculating the fees. Each inspection is based on a 2 hour maximum. Annual permits are valid for inspection at one facility (site) only.
 14. The electrical permit fee shall be the calculated fee per the fee table or the minimum fee, whichever is greater, except Trip Fees which will be calculated from the fee schedule.

3. Table III. Mechanical Permit Fees.

Fees are per each item to be installed or altered.

TABLE III. Mechanical Permit Fees

Mechanical Permit Item (1)	Fee
Heating and Cooling	
A/C or Heat Pump	\$12.62
Furnace < 100,000 BTU (ducts/vents)	\$12.62

Mechanical Permit Item (1)	Fee
Furnace > 100,000 BTU (ducts/vents)	\$16.64
Gas Heat Pump	\$12.62
Duct Work	\$12.62
Hydronic Hot Water System	\$12.62
Residential Boiler (Radiator or Hydronic)	\$12.62
Unit Heater (Recessed, Suspended, Etc.)	\$12.62
Flue or Vent for Heating/Cooling	\$12.62
Other Fuel Appliances	
Water Heater	\$12.62
Gas Fireplace	\$12.62
Flue Vent for Water Heater or Gas Fireplace	\$12.62
Log Lighter (Gas)	\$12.62
Wood/Pellet Stove	\$12.62
Wood Fireplace/Insert	\$12.62
Chimney/Liner/Flue/Vent	\$12.62
Environmental Exhaust and Ventilation	
Range Hood or Kitchen Equipment	\$12.62
Clothes Dryer Exhaust	\$12.62
Single Duct Exhaust	\$12.62
Attic/Crawl Space Fan	\$12.62
Fuel Piping	
Fuel Piping: 1 - 4 Outlets	\$5.16

Mechanical Permit Item (1)	Fee
Fuel Piping: More Than 4 Outlets, Each	\$1.15
Mechanical Annual Permit for Commercial Industrial Locations (4)	
1 to 3 Plant Mechanical Technicians (up to 6 inspections)	\$1,013.52
1 to 3 Plant Mechanical Technicians (up to 12 inspections)	\$2,027.03
4 to 6 Plant Mechanical Technicians (up to 24 inspections)	\$4,057.43
7 to 12 Plant Mechanical Technicians (up to 36 inspections)	\$6,083.99
13 to 35 Plant Mechanical Technicians (up to 52 inspections)	\$8,112.75
25+ Plant Mechanical Technicians (up to 75 inspections)	\$10,142.07
Plan Review Fee	35% of Permit Fee Plus Submission Fee
Plan Review Submission Fee	\$70.60
Other (2)	
Minimum Fee: Gas Water Heater (3)	\$59.11
Minimum Fee: All Others	\$68.88
Trip Fees	
Inspection Requested but Not Ready	\$42.00
Each Additional Inspection Over 2 Per Permit	\$42.00
Inspection of Existing Installation	\$84.00
Progress Inspections Per 1/2 Hour (Minimum)	\$42.00
Minimum Fee (2)	\$68.88

Footnotes:

1. A maximum of two inspections are provided with each permit. Additional inspections will be assessed a trip fee.
2. The mechanical permit fee shall be the calculated fee per the fee table or the minimum fee, whichever is greater.
3. For replacement in like kind, requiring no new power/fuel source or venting system.
4. For commercial and industrial location employing full-time mechanical maintenance staff or having a yearly maintenance contract with a licensed mechanical contractor. All yearly maintenance contracts must detail the number of contract mechanical technicians necessary to do the work required under the contract. This number will be used for calculating the fees. Each inspection is based on a 2-hour maximum. Annual permits are valid for inspection at one facility (site) only.

4. Table IV. Plumbing Permit Fees.

TABLE IV

Plumbing Permit Fees

Fees are per each item to be installed or altered.

Plumbing Item (1)	Fee
Site Utilities	
Catch Basin	\$13.20
Drywell, leach line, trench drain	\$13.20
Manufactured home utilities	\$86.02
Manholes	\$13.20
Rain Drain Connector	\$13.20
Footing Drain (1st 100 feet)	\$43.02
Footing Drain (Each Additional 100 Feet)	\$36.15
Sanitary Service (1st 100 feet)	\$43.02
Sanitary Service (Each Additional 100 Feet)	\$36.15
Storm Service (1st 100 Feet)	\$43.02
Storm Service (Each Additional 100 Feet)	\$36.15
Water Service (1st 100 Feet)	\$43.02
Water Service (Each Additional 100 Feet)	\$36.15

Plumbing Item (1)	Fee
Fixture or Item	
Absorption Value	\$13.20
Backflow Preventer: Commercial	\$36.15
Backflow Preventer: Residential	\$21.23
Backwater Valve	\$13.20
Clothes Washer	\$13.20
Dishwasher	\$13.20
Drinking Fountain	\$13.20
Ejectors/Sump Pump	\$13.20
Expansion Tank	\$13.20
Fixture/Sewer Cap	\$13.20
Floor Drain/Floor Sink/Hub	\$13.20
Garbage Disposal	\$13.20
Hose Bib	\$13.20
Ice Maker	\$13.20
Interceptor/Grease Trap	\$13.20
Primer	\$13.20
Rain Drain: Commercial	\$13.20
Rain Drain: Single-Family Residential	\$51.10
Sink/Basin/Lavatory	\$13.20
Tub/Shower/Shower Pan	\$13.20
Urinal	\$13.20
Water Closet	\$13.20

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Plumbing Item (1)	Fee
Water Heater	\$13.20
Medical Gas Systems (Valuation)	
\$1 - \$5,000 Valuation	\$58.46
\$5,001 - \$10,000 Valuation	\$58.46 plus \$1.15 for each \$1,000 or fraction thereof over \$5,000
\$10,001 and over Valuation	\$64.20 plus \$1.15 for each \$1,000 or fraction thereof over \$10,000
Other (2)	
Minimum Fee: Electrical Water Heater	\$59.11
Minimum Fee: Residential Backflow	\$59.11
Minimum Fee: All Other	\$68.88
Plumbing Annual Permit for Commercial Industrial Locations (3)	
1 to 3 Plant Plumbers (up to 6 inspections)	\$1,013.52
1 to 3 Plant Plumbers Technicians (up to 12 inspections)	\$2,027.03
4 to 6 Plant Plumbers (up to 24 inspections)	\$4,057.43
7 to 12 Plant Plumbers (up to 36 inspections)	\$6,083.98
13 to 35 Plant Plumbers (up to 52 inspections)	\$8,112.74
25+ Plant Plumbers (up to 75 inspections)	\$10,142.07
Plan Review Fee	35% of Permit Fee Plus Submission Fee
Plan Review Submission Fee	\$70.58

Plumbing Item (1)	Fee
Trip Fees	
Inspection Requested but Not Ready	\$42.00
Each Additional Inspection Over 2 Per Permit	\$42.00
Inspection of Existing Installation	\$84.00
Progress Inspections Per 1/2 Hour (Minimum)	\$42.00
Minimum Fee (2)	\$68.88

Footnotes:

1. A maximum of two inspections are provided with the permit. Additional inspections will be assessed a Trip Fee.
2. The plumbing permit fee shall be the calculated fee per the fee table or the minimum fee, whichever is greater.
3. For commercial and industrial location employing full-time plumbing maintenance staff or having a yearly maintenance contract with a licensed plumbing contractor. All yearly maintenance contracts must detail the number of contract plumbers necessary to do the work required under the contract. This number will be used for calculating the fees. Each inspection is based on a 2-hour maximum. Annual permits are valid for inspection at one facility (site) only.

4.1. Table IV.1. These fees apply to multi-family residential and commercial building permits for approval and acceptance by the Vancouver Fire Marshal's Office.

Valuation	Permit Fees
\$1 to \$500	\$12.07
\$501 to \$2,000	\$12.07 for the first \$500 plus \$0.31 for each additional \$100 or fraction thereof up to and including \$2,000
\$2,001 to \$25,000	\$16.71 for the first \$2,000 plus \$1.21 for each additional \$1,000 or fraction thereof up to and including \$25,000
\$25,001 to \$50,000	\$44.50 for the first \$25,000 plus \$0.91 for each additional \$1,000 or fraction thereof up to and including \$50,000
\$50,001 to \$100,000	\$66.94 for the first \$50,000 plus \$0.59 for each additional \$1,000 or fraction thereof up to and including \$100,000

Valuation	Permit Fees
\$100,001 to \$500,000	\$96.86 for the first \$100,000 plus \$0.53 for each additional \$1,000 or fraction thereof up to and including \$500,000
\$500,001 to \$1,000,000	\$309.59 for the first \$500,000 plus \$0.49 for each additional \$1,000 or fraction thereof up to and including \$1,000,000
\$1,000,001 & up	\$553.36 for the first \$1,000,000 plus \$0.31 for each additional \$1,000 or fraction thereof up to and including
Manufactured Structures Set-Up Fee	\$12.07 per section, with a minimum fee of \$24.14 per permit

5. Table V. Plan review fees. When submittal documents are required by this code, a plan review fee pursuant to Table V shall be paid at the time of submitting the submittal documents for plan review. The plan review fees specified in Table V are separate fees from the permit fees specified in this section and are in addition to the permit fees.

TABLE V. Plan Review Fees

Review	Fee
Building Plan Review	65% of Building Permit Fee (100% for Deferred Submittal Review)
Single Permit Plan Review	50% of Single Permit Fee (77% for Deferred Submittal Review)
Fire Plan Review (Commercial and Multi-Family Permits Only)	65% of the Fire Building Permit Fee
Mechanical or Plumbing Plan Review	35% of Permit Fee
Electrical Plan Review	35% of Permit Fee plus Submission Fee

6. Table VI. Grading and erosion control permit and plan review fees.

TABLE ~~IV~~VI

Grading and Erosion Control Permit and Plan Review Fees

BUILDING - GRADING AND EROSION CONTROL	Plan Review Fee	Permit Fee
10 to 50 c.y.	No Fee	\$26.98

BUILDING - GRADING AND EROSION CONTROL	Plan Review Fee	Permit Fee
51 to 100 c.y.	\$25.88	\$42.47
101 to 1,000 c.y.		
Base Fee	\$40.74	\$42.47
Plus fee per 100 c.y. (or fraction thereof)		\$20.09
1,001 tp 10,000 c.y.		
Base Fee	\$54.24	\$223.30
Plus per 1,000 c.y. (or fraction thereof)		\$16.64
10,001 to 100,000 c.y.		
Base fee for first 10,000 c.y.	\$54.24	\$373.14
Plus per 10,000 c.y. (or fraction thereof)	\$26.98	\$75.78
100,001 to 200,000 c.y.		
Base fee for first 100,000 c.y.	\$297.10	\$1,055.12
Plus per 10,000 c.y. (or fraction thereof)	\$14.58	\$41.90
200,001 c.y. or more		
Base fee for first 200,000 c.y.	\$443.05	Use 100,001 above
Plus per 10,000 c.y. (or fraction thereof)	\$7.99	Use 100,001 above

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7. Table VII. Fire Protection System Fees.

TABLE VII. Fire Fees

No.	Activity	Base Fee	Per Head or Device
FIRE PROTECTION SYSTEMS AND COMPONENTS			

No.	Activity	Base Fee	Per Head or Device
1.	Fire Pumps (each pump)		
	a) Review	\$241.00 <u>\$235.05</u>	
	b) Inspection	\$603.00 <u>\$633.15</u>	
2.	Stand Pipes (each stand pipe)		
	a) Review	\$84.00 <u>\$88.20</u>	
	b) Inspection	\$169.00 <u>\$177.45</u>	
3.	Underground Fire Service (each lateral)		
	a) Review	\$60.00 <u>\$63.00</u>	
	b) Inspection	\$169.00 <u>\$177.45</u>	
4.	Fire Sprinklers (each system)		
	a) Review	\$180.00 <u>\$189.00</u>	\$1.80 <u>\$1.89</u>
	b) Inspection	\$180.00 <u>\$189.00</u>	\$3.00 <u>\$3.15</u>
B.	Fire Sprinkler Tenant Improvements:		
	Category 1: Affidavit 1 to 10 heads:		
	(Limited to arm-overs and drops with a head location diagram for inspection reference)		
	a) Review	\$0	\$0
	b) Inspection	\$60.00 <u>\$63.00</u>	\$0

No.	Activity	Base Fee	Per Head or Device
	Category 2: Affidavit 11 to 20 heads:		
	(Limited to arm-overs and drops in a light hazard occupancy with a head location diagram for inspection reference)		
	a) Review	\$0	\$0
	b) Inspection	\$121.00 \$127.05	\$0
	Category 3: Fire sprinkler system alterations that involve only changing heads of the same performance characteristics and minor adjustments to drop lengths:		
	a) Review	\$0.00	\$0.00
	b) Inspections	\$121.00 \$175.05	\$1.80 \$1.89
	Category 4: Fire sprinkler system alterations or additions that don't fall under Category 1, 2, or 3:		
	(With full Plans)		
	a) Review	\$60.00 \$63.00	\$0.59 \$.62
	b) Inspections	\$121.00 \$128.00	\$1.80 \$1.89
C.	Dry Pipe, Antifreeze, Pre-Action (each in addition to fire sprinkler system)		
	a) Review	\$84.00 \$88.20	
	b) Inspection	\$169.00 \$177.45	
5.	Clean Agent System (CO2, FM-200, Inergen, etc.)		
	a) Review	\$301.00 \$316.05	

No.	Activity	Base Fee	Per Head or Device
	b) Inspection	\$422.00 <u>\$443.10</u>	
6.	Commercial Cooking Hood and Duct Protection (per new system)		
	a) Review	\$217.00 <u>\$227.85</u>	
	b) Inspection	\$145.00 <u>\$152.25</u>	
	Commercial Cooking Hood and Duct Protection Minor Revisions		
	(Permit not required if modification is limited to normal maintenance, replacing or reconfiguring heads and no increase in flow points used). Applicant to notify Fire Marshal's Office of location and extent of work.		
	a) Review	\$0	
	b) Inspection	\$0	
7.	Fire Alarm Systems - Minor (additions, no new panel, up to 10 devices)		
	Category 1: Affidavit 1 - 4 devices (limited to spot smoke or heat detectors, horn/strobes, strobes, horns, mini-horns, manual pull stations or one communication device)	\$105.00 <u>\$110.25</u>	
	Category 2: Modifications of up to 10 devices not qualifying for affidavit (e.g., additions, no new panel)		
	a) Review	\$60.00 <u>\$63.00</u>	\$2.41 <u>\$2.53</u>
	b) Inspections	\$121.00 <u>\$127.05</u>	\$6.05 <u>\$6.35</u>
8.	Fire Alarm Systems - Major (new panel or 11+ devices, central station)		
	a) Review	\$180.00 <u>\$189.00</u>	\$2.41 <u>\$2.53</u>

No.	Activity	Base Fee	Per Head or Device
	b) Inspection	\$180.00 <u>\$189.00</u>	\$6.05 <u>\$6.53</u>
OTHER PERMITS			
9.	Underground Tank Demolition (each tank)		
	Flammable & Combustible Liquids - with reference diagram showing		
	a) Review	\$0	
	b) Inspection	\$20.00 <u>\$21.00</u>	
10.	Smoke Control Systems (up to 3 shafts)		Each
	a) Review	\$362.00 <u>\$380.10</u>	add'l
	b) Inspections	\$723.00 <u>\$759.15</u>	shaft
			\$121.00 <u>\$127.50</u>
	Other Smoke Control (atriums, malls, others)		
	a) Review	\$362.00 <u>\$380.10</u>	
	b) Inspections	\$723.00 <u>\$759.15</u>	\$241.00 <u>\$253.05</u>
TRIP FEES			
11.	Trip Fee Assessment	\$45.00 <u>\$47.25</u>	

Footnotes:

1. Trip Fees are intended to recover actual costs and may be assessed where the requested inspections are for work that is not ready for inspection, the work is not accessible for inspection or the appropriate personnel or documentation is not on site.

8. Other inspection and service fees.

- A. Other inspections outside of the normal business hours (eight a.m./five p.m.) shall be a minimum fee of \$266.00 per inspector providing a maximum of two hours of inspection per trip. Additional consecutive hours of inspection are \$133.00 per hour per inspector. Inspector is defined as a Building Inspector, Electrical Inspector and/or a Deputy Fire Marshal.
- B. Re-inspection fees when required shall be \$133.00 per hour, with a minimum of \$67.00 per inspection.
- C. Inspections for which no fee is established shall be \$133.00 per hour, with a minimum of \$67.00 per inspection.
- D. Additional plan review time required due to changes or revisions to already approved construction documents and plans shall be calculated at \$133.00 per hour, but shall not exceed an amount equal to the original plan check fee. Major revisions to construction documents or plans after approval or during plan review shall require a new plan review fee.
- E. There shall be a \$27.00 issuance fee added for each permit identified in Tables I (Building Permit Fees), VI (Grading and Erosion Control Permit and Plan Review Fees), and VII (Fire Fees).
- F. Permit fees not clearly defined by this section, or fees that are found by the building official and/or fire code official to be inequitable using a valuation base, shall be determined by the building official and/or fire code official by using a rational cost-of-service analysis. Fee determinations in such cases shall be made available to the public and disseminated to the applicable segments of the construction industry for use in future such cases.
- G. Expiration date extension fee. A fee of \$26.00 shall be assessed to process expiration date extension request.
- H. Early start permit fee. When the applicant requests an early start permit approval, a fee of \$133.00 per staff review hour, one hour minimum, plus a \$27.00 issuance fee shall be assessed.
- I. Re-inspection/Trip Fees. A re-inspection/trip fee may be assessed for each inspection or re-inspection when such portion of work for which inspection is called for is not complete or when corrections called for are not made.
 - 1. Re-inspection/trip fees are designed to discourage the practice of calling for inspections before the job is ready for such inspection or re-inspection.
 - 2. Re-inspection/trip fees may also be assessed under the following circumstances:
 - a. When the inspection record card and permit is not posted or otherwise available on the work site.
 - b. When approved plans are not readily available to the inspector for failure to provide access on the date the inspection is scheduled.
 - c. When there is deviation from the approved plans.

- d. When required corrections have not been completed upon request for re-inspection.
 - e. When the cost per hour of inspection or re-inspection has exceeded the permit fee paid. A minimum of three inspections per category are allowed for all "single permit fee" permits.
- 3. The permittee or their designated agent shall pay the required fee as set forth in the fee schedule and noted in the re-inspection/trip fee notice.
 - 4. In instances where re-inspection/trip fees have been assessed, additional inspection of the work will not be performed until the required fee has been paid.
 - 5. Re-inspection/trip fees will be assessed on Electrical, Plumbing and Mechanical Permits where the number of requested inspections exceeds two. Re-inspections fees may be assessed on all other permits where the number of requested inspections in a required inspection category exceeds three.
- J. Work commencing before permit issuance. Any person who commences any work on a building, structure, electrical, gas, mechanical, plumbing system, fire sprinkler, fire alarm system and/or other fire code permits before obtaining the necessary permits shall be subject to an investigation fee established by the building official and/or fire code official in addition to the required fees as set forth in this code.
- 1. The investigation fee for work commencing before permit issuance shall be the same as the required permit fees contained in the fee tables.
 - 2. The investigation fee shall be paid prior to or at the time of the permit issuance.
 - 3. The payment of the investigation fee shall not exempt an applicant from compliance with all Provisions of the Vancouver Municipal Code or other applicable laws.
 - a. Such investigation fees may be in addition to any other penalty assessed under VMC Title 22.

SECTION 4. Savings. Those sections of the ordinances amended by this ordinance shall remain in full force and effect until the effective date of this ordinance.

SECTION 5. Severability. If any provision of this Ordinance is held invalid, the validity of this Ordinance as a whole, or any portion thereof, shall not be affected.

SECTION 6. Ratification. Acts taken in conformity with this Ordinance prior to its effective date are hereby ratified and affirmed.

SECTION 7. Effective Date. The provisions of this ordinance shall become effective January 1, 2019.

Read first time:

Ayes: Councilmembers

Nays: Councilmembers

Absent: Councilmembers

Read second time: PASSED BY THE FOLLOWING VOTE:

Ayes: Councilmembers

Nays: Councilmembers

Absent: Councilmembers

SIGNED this _____ day of _____, 2018.

Anne McEnery-Ogle, Mayor

Attest:

Natasha Ramras, City Clerk
By: Carrie Lewellen, Deputy City Clerk

Approved as to form:

E. Bronson Potter, City Attorney

SUMMARY

ORDINANCE NO. _____

AN ORDINANCE amending Vancouver Municipal Code (VMC) Sections 16.04.280 and 17.08.130 relating to the Vancouver Fire Department cost recovery amounts; increasing existing permit and fee schedules and providing for the implementation of a fee schedule for services, indexing applicable fees to the Seattle Consumer Price Index to account for inflation and providing for savings and an effective date.

The full text of this ordinance will be mailed upon request. Contact Raelyn McJilton, Records Officer at 487-8711, or via www.cityofvancouver.us (Go to City Government and Public Records).



Staff Report 168-18

TO: Mayor and City Council

FROM: Eric Holmes, City Manager

DATE: 11/19/2018

SUBJECT Amendment to VMC 16.16.40, Hazardous Materials Regulatory Fee

Key Points

Support program costs associated with providing hazardous material regulatory and emergency preparedness services.

Strategic Plan Alignment

Goal 2: Provide effective, innovative and well-resourced police, fire and emergency medical services.

Present Situation

VMC Title 16, Chapter 16.40 has been in effect for more than ten years with no increase in the hazardous materials regulatory fee since inception, while CPI has increased more than 21% during this same time period. The proposed amendment of VMC Chapter 16.40 updates the regulatory fee for increased costs associated with hazardous materials emergency response plan inspections, evaluations and exercises, training of emergency response personnel, and acquisition, maintenance and operation of emergency response equipment.

Advantage(s)

Supports costs associated with providing hazardous material regulatory and emergency preparedness services.

Disadvantage(s)

None

Budget Impact

Title 16 - Hazardous Materials Regulatory Fee

- Increase Hazardous Materials Regulatory Fee; on 1/1/2019 increase 10% and on 1/1/2020 increase 10%
- Annual Hazardous Materials Regulatory Fee Adjustment; starting on 1/1/2021 this fee shall increase annually by the same percentage as Seattle CPI

Prior Council Review

October 15, 2018 - Workshop: 2019-2020 City Manager's Recommended Operating Budget

Action Requested

On Monday, November 19, 2018, subject to second reading and public hearing, approve ordinance.

Tom O'Connor, VFD Special Operations Division Chief, 487-7206

ATTACHMENTS:

- ▣ Ordinance

11/05/18
11/19/18

ORDINANCE M- _____

AN ORDINANCE amending Vancouver Municipal Code Section 16.40.070 relating to hazardous materials regulatory fees; increasing such fees and indexing such fees to the Seattle Consumer Price Index to account for inflation; and providing for an effective date.

WHEREAS, the City's Strategic Plan establishes a Safe and Prepared City as one of its principle goals; and

WHEREAS, over ten years ago, the City adopted a hazardous materials regulatory fee to recover City costs associated with hazardous materials emergency response planning, inspections, evaluations and exercises, training of emergency response personnel, and acquisition, maintenance and operation of emergency response equipment; and

WHEREAS, since that plan was adopted the Consumer Price Index (CPI) has risen over 20%; and

WHEREAS, the costs associated with the hazardous materials regulatory fee have increased at least as much as increases in the CPI; and

WHEREAS, the U.S. Department of Labor Bureau of Labor Statistics (BLS) no longer calculates a Consumer Price Index for the Vancouver-Portland Statistical Metropolitan Area; and

WHEREAS, the nearest metropolitan area to Vancouver for which the BLS calculates a CPI is the Seattle Metropolitan Area; and

WHEREAS, the City Council intends to adopt the Seattle CPI for All Urban Consumers for purposes of calculating changes to the hazardous materials regulatory fee commencing in 2021; and

WHEREAS, the Council determines to adopt the changes in the Hazardous Materials Regulatory Fee as provided for in this Ordinance.

NOW, THEREFORE,

BE IT ORDAINED BY THE CITY OF VANCOUVER

Section 1. Vancouver Municipal Code Section 16.40.070 as adopted by Ordinance M-3856 is hereby amended to read as follows:

Section 16.40.070 Hazardous Material Regulatory Fee Schedule

Hazardous material regulatory fees shall be based on Table 16.40.070-1. The definitions of 16.40.010 shall be used to interpret Table 16.40.070-1. The fee is calculated by multiplying the number of pounds of the hazardous materials reported to the state or federal regulatory agency under the law regulating the hazardous occupancy cited in 16.40.010-A by the risk factors set forth in Table 16.40.070-1. The product of this calculation shall be multiplied by one dollar ~~(\$1.00)~~ and ten cents (\$1.10) starting 1/1/2019, multiplied by one dollar and twenty cents (\$1.20) starting 1/1/2020; and commencing on 1/1/2021, adjusted annually by the Consumer Price Index for All Urban Consumers for the Seattle area as adopted by the Bureau of Labor Statistics to arrive at the amount of the fee. The multiplier shall not be otherwise be increased except by Ordinance amendment. If the calculation yields a fee of less than one hundred dollars (\$100.00) the hazardous materials occupancy is exempt from the certificate and fee requirements of this Chapter.

Table 16.40.070-1. Hazardous Material Regulatory Fee Chart¹

Risk Factor (Q)	Maximum Quantity (Pounds) The maximum quantity is based on reports to the Washington State Dept of Ecology in the Tier Two Hazardous Material Inventory Report prepared under the Emergency Planning and Community Right to Know Act (EPCRA).
10	0 to 99
15	100 to 999

Risk Factor (Q)	Maximum Quantity (Pounds) The maximum quantity is based on reports to the Washington State Dept of Ecology in the Tier Two Hazardous Material Inventory Report prepared under the Emergency Planning and Community Right to Know Act (EPCRA).
20	1,000 to 9,999
40	10,000 to 49,999
60	50,000 to 99,999
100	100,000 to 499,999
140	500,000 to 999,999
180	³ 1,000,000

¹ Hazards specified in the right-hand column are determined by the state or federal regulatory agency under the statutory or regulatory authority cited in section 16.40.010-A for each Hazardous Material Occupancy. A substance that is classified under multiple hazard categories in Table 16.40.070-1 shall include a charge for each category in the fee calculation.

Risk Factor (H)	Chemical Hazard The chemical hazard is based on the Washington State Dept of Ecology - Tier Two Hazardous Material Inventory Report under EPCRA. A chemical may present more than one hazard and in such case the risk factors are added together.
10	Extremely Hazardous Substance
4	Fire Hazard
3	Sudden Release of Pressure Hazard
4	Reactive Hazard
3	Immediate (acute) Health Hazard
2	Delayed (chronic) Health Hazard
Risk Factor (RMP)	Risk Management Planning Hazard The risk management planning hazard is established by the United States Environmental Protection Agency under EPCRA.
500	Each RMP Hazardous Material
Risk Factor (R)	Radioactive Material Hazard The Radioactive Material Hazard is established by the Washington State Dept of Health.

Risk Factor (H)	Chemical Hazard The chemical hazard is based on the Washington State Dept of Ecology - Tier Two Hazardous Material Inventory Report under EPCRA. A chemical may present more than one hazard and in such case the risk factors are added together.
300	Each Industrial Radiography RML
300	Each Irradiator RML
150	Each Nuclear Medicine/Therapy RML
100	Each Portable Gauge RML
100	Each RML category not listed above
Risk Factor (D)	Combustible Dust Hazard The combustible dust hazard is established by the Washington State Dept of Agriculture.
500	Agricultural Commodity Storage or Grain Dealer
Risk Factor (C)	Confined Space Entry Hazard The confined space entry hazard is established by the Washington State Dept of Labor & Industries
50	Each Permit Required Confined Space of 10 or less
10	Each Permit Required Confined Space over 10 but less than 100
Risk Factor (P)	Pipeline Hazard Pipeline hazards are established by the Washington State Utilities and Transportation Commission
250	Each Hazardous Material Gas Pipeline
500	Each Hazardous Material Liquid Pipeline
Risk Factor (M)	Marine Hazard Marine hazards are established by the Washington State Dept of Ecology.
500	Each Hazardous Material Marine Terminal
150	Each Marine Fueling/Bunkering Station

Annual Fee Calculation:

Step 1: Use Table 16.40.070-1 to determine applicable risk factors. Risk Factor (H) is the sum total of chemical hazards that apply to each hazardous material as listed in the annual State DOE Tier Two Hazardous Material Inventory Report.

Step 2: Multiply Risk Factor (Q) by Risk Factor (H) for each hazardous material listed in the annual State DOE Tier Two Hazardous Material Inventory Report.

Step 3: Add the combined total from Step 2 $(Q1 \times H1) + (Q2 \times H2) \dots$ to risk factors $(RMP) + (R) + (D) + (C) + (P) + (M)$ to determine the total fee.

Example:

XYZ Company				
Hazardous Material	Maximum Pounds	Risk Factor (Q)	Risk Factor (H)	QxH
GASOLINE	480,043	100	9	900
AQUA AMMONIA	17,934	40	15	600
CARBON DIOXIDE	14,212	40	6	240
HYDROGEN	23,564	40	12	480
SODIUM HYDROXIDE	9,294	20	3	60
SULFURIC ACID	50,110	60	19	1,140
			Total	3,420

XYZ Company stores and/or handles six hazardous materials on site as reported in their annual State DOE Tier Two Hazardous Materials Inventory Report. The combined total QxH Factor of all six hazardous materials = 3,420. Hydrogen is regulated by the U.S. EPA as a Risk Management Planning Hazard, Risk Factor (RMP) = 500. The company has a State Dept of Health radioactive materials license to store/use a "Portable Gauge" on site, Risk Factor (R) = 100. There are no agriculture products stored or processed on site that present a combustible dust hazard, Risk Factor (D) = 0. There are eight State Dept of L&I permit required confined spaces on site, Risk Factor (C) = 400. Gasoline is moved via pipeline to and from storage tanks and a marine terminal, Risk Factor (P) = 500. The company receives and ships gasoline via barge at its marine terminal, Risk Factor (M) = 500.

$(QxH) + (RMP) + (R) + (D) + (C) + (P) + (M) = \text{Annual Fee}$

$(3,420) + (500) + (100) + (0) + (400) + (500) + (500) = \$5,420$

Section 2. This ordinance shall be effective 30 days after adoption.

Read first time:

Ayes: Councilmembers

Nays: Councilmembers

Absent: Councilmembers

Read second time:

PASSED by the following vote:

Ayes: Councilmembers

Nays: Councilmembers

Absent: Councilmembers

SIGNED this _____ day of _____, 2018.

Anne McEnery-Ogle, Mayor

Attest:

Natasha Ramras, City Clerk
By: Carrie Lewellen, Deputy City Clerk

Approved as to form:

E. Bronson Potter, City Attorney

SUMMARY

ORDINANCE NO. _____

AN ORDINANCE amending Vancouver Municipal Code Section 16.40.070 relating to hazardous materials regulatory fees; increasing such fees and indexing such fees to the Seattle Consumer Price Index to account for inflation; and providing for an effective date.

The full text of this ordinance will be mailed upon request. Contact Raelyn McJilton, Records Officer at [360-487-8799](tel:360-487-8799), or via www.cityofvancouver.us (Go to City Government and Public Records).



Staff Report 169-18

TO: Mayor and City Council

FROM: Eric Holmes, City Manager

DATE: 11/19/2018

SUBJECT 2019-2020 City of Vancouver Biennial Operating and Capital Budget

Key Points

- The 2019-2020 Biennial Budget appropriates \$1.2 billion for Operating and Capital Budgets.
- 79.5 new full time equivalent (FTE) positions are added, bringing the total City FTE complement to 1,180.4 by 2020.
- The budget is balanced by ongoing revenues and available cash resources. It assumes a 1% property tax revenue increase in both 2019 and 2020, inflationary increases in fees, including Fire fees.

Strategic Plan Alignment

The 2019-2020 biennial budget includes programs and projects that advance the City's Strategic Plan on many fronts and contribute to Vancouver becoming a more safe, welcoming, vibrant and prosperous city.

Present Situation

The City of Vancouver 2019-2020 Biennial Budget has been prepared for approval. The Recommended Budget was published by the City Manager on October 1, 2018, and was presented to Council in workshops held on October 15 and 22.

The 2019-2020 Biennial Budget appropriates \$1.2 billion for both operating and capital expenses, a 3.7% increase over the current 2017-18 budget. A total of \$954.8 million is appropriated for all City operating funds and \$245.4 million for capital funds and related funding. There are 79.5 full time equivalent (FTE) positions added bringing the total to 1,180.4 FTEs by the end of 2020, a 6% increase over the 2018 current budget.

The 2019-2020 Budget is balanced by ongoing revenues and available cash resources. The Budget relies on new revenues generated by a 1% property tax increase and from a previously adopted utility tax rate increase of approximately 4% in Water, Sewer and Drainage and 3% in

Solid Waste in each year of the biennium.

A total of \$458.7 million is appropriated in the General, Street, and Fire operating funds, and an additional \$496.1 million is appropriated in all other operating funds. All appropriations are consistent with the budget framework reviewed and affirmed with Council at the beginning of the year as well as with relevant workshops over the course of the year regarding capital investments and certain operating programs.

A prolonged period of relative fiscal stability has allowed the City to reassess the community's greatest needs and respond by continuing to improve service levels in key areas during the 2019-2020 biennium, including: police, fire inspections, parks greening and maintenance, construction and utilities and administrative services. The City continues to make progress in funding deferred maintenance and asset replacement on a pay-as-you-go basis.

Following are highlights of the additional programs added or expanded in the 2019-2020 Budget in the General, Street and Fire funds:

- A total of 17.0 new FTEs were added to the Police Department, including Police Officers, Police Service Technicians, and police support positions to address specific staffing and administrative requirements. These new positions represent the last phase of the increase in traffic, investigative and community engagement police services funded by dedicated revenue increases over the 2017-2020 time period.
- A cross-department team, including a 1.0 FTE Coordinator in the City Manager's Office, 0.5 FTE in Legal, 1.0 FTE in Code Enforcement and one additional 1.0 FTE Police Officer position, along with mental health and substance addiction case management services, will provide a more focused and coordinated response addressing issues related to homelessness in the City. The Budget also includes funding for maintenance of the homeless day center and other resources to continue addressing issues related to homelessness.
- Budget to complete the Heights District plan as well as demolish the former Tower Mall structure, which will create a blueprint and begin preparation of the site for reinvigorating central Vancouver and capitalizing on the planned Mill Plain Corridor Bus Rapid Transit investments.
- A total of 13.0 new FTE positions to staff the new Fire Station 11 that is anticipated to be completed by the end of the biennium. The new positions as well as the construction of Fire Station 11 are funded largely by Fire District 5.
- The Budget re-establishes an Arts and Cultural program by creating a dedicated 1.0 FTE to act as a dedicated resource for a new Vancouver Cultural Commission, help with creation and administration of an art grants program, and coordinate public art maintenance. The Budget also appropriates seed dollars to partner with the Vancouver school District in building the Art and Innovation Campus as well as a possible community arts center.
- A total of 2.0 new FTE positions in parks maintenance were added in 2020 to continue the effort of keeping turf in city parks green and maintained.
- The Pavement Management program added 2.0 new FTE positions to match a planned increase in size and scope of the Pavement Management program. The project increase as well as the new positions are fully funded by the dedicated Street Funding Initiative revenues.
- The SUV pilot project in the Fire Fund has proven to be a cost effective method of augmenting high priority medical call response, and the Budget converts these limited-term staff to regular positions. The Budget also adds 5.0 new FTEs in the Fire Marshal's Office

to continue working through the fire inspection backlog with the goal of achieving a regular two-year re-inspection cycle of city's businesses. The program is almost fully self-sufficient.

Major budget changes in other City Funds include:

- A total net new 7.5 FTE positions is added in the Internal Administrative Services fund to support the increased demand for services driven by the City's expanding capital and operating programs. Of these new positions, 2.0 of the FTEs will implement the expanded citywide GIS program, 1.0 FTE and a 1.0 FTE will be dedicated to improving the City's records program. Staffing was also added in Information Technology, Human Resources and procurement.
- One FTE position was added to the Building fund to address the increased complexity of development projects. The construction activity is scheduled to significantly increase over the next few years due to a number of multi-story buildings and new school buildings that are currently in permitting.
- 17.5 new FTE positions were added in Public Works to support the increasing demand from the Utilities capital program and service level demands.
- Grounds and facilities maintenance function is being moved to a new internal services fund and Civil Legal is being moved to the Support Services Fund.
- The Budget maintains market relevance for compensation to ensure that the City maintains the competitiveness needed to retain and recruit its workforce, and affirms the 2017-2018 staffing levels as a baseline in other service areas.

2019-2020 Capital Budget

Of the City's nearly \$1.5 billion in assets, approximately 80% are capital (building, streets, land, utility lines, etc.). Stewardship of these capital assets is critical to efficient, effective, and sustainable service delivery. While the true cost to manage these assets through their lifetime is daunting, the City has been making meaningful, strategic investments in our assets without adding new debt. The same trend is evident in the 2019-2020 Biennial Budget.

Attachment C to the Budget Ordinance includes a list of all projects included in the City of Vancouver's 2019-2020 \$245.4 million capital program, of which \$98.6 million is related to funding transfers. Below are some highlights:

- Utilities projects totaling \$89.3 million, include:
 - Water fund projects totaling \$42.7 million for the Water Works Park reservoir and seismic upgrade of \$19.0 million, continuing Operations Center design of \$6.2 million, Water Stations improvements, and other smaller projects.
 - Sewer utility appropriation totaling \$41.9 million includes an \$8.4 million two-year Sewer Connection Incentive Program (SCIP) to expand sewer service to 600 new homes, \$9.4 million for process controls electronics upgrades, \$3.5 million for a westside electrical upgrade design, and a variety of other collection and treatment projects.
 - A \$4.7 million two-year program in Drainage to keep up with the NPDES regulations.
- New Fire Station 11 construction primarily funded by Fire District 5 expected to be completed in 2020-2022.
- General Capital asset management program of \$10.3 including roof replacements, major maintenance, pervious surface upgrading, sealing, painting, and HVAC repairs at various city facilities.

- The Budget allocates \$21.4 million for transportation funding, including the following projects:
 - Mill Plain Blvd from 104th St to NE Chkalov Dr.;
 - 137th Ave corridor between 49th St and Fourth Plain;
 - 18th St from NE Four Seasons Lane to NE 136th Ave;
 - LED street light retrofit of 13,000 City lights;
 - \$4.0 million in projects funded by the Street Funding Initiative capital program.
- A \$1.8 million Pearson Airfield phase one of the mostly federally-funded runway replacement project.
- Parks and Trails capital program totaling \$8.7 million including major renovations and expansions at the North Image Park, Dubois Park, First Place Park, Clear Meadows Park, Summers Walk Park, and new land acquisitions using the City's PIF resources.

Proposal: To approve the 2019-2020 Biennial Operating and Capital Budget Ordinance.

Advantage(s)

1. The proposed budget will ensure that the City remains in compliance with state statutes that require all City expenditures to have an appropriation approved by ordinance.
2. The proposed budget will allow the City to provide valuable services to city residents in a variety of high-priority areas while maintaining a system of reserves that contribute to fiscal health and resiliency.

Disadvantage(s)

New ongoing expenses are included.

Prior Council Review

- Council Retreat on February 23, 2018
- Workshops on capital Transportation Improvement Program (TIP), Capital Improvement Program (CIP) and other policy initiatives throughout 2018.
- 2019-20 Recommended Operating Budget presented at workshop on October 15, 2018
- 2019-20 Recommended Capital Budget presented at workshop on October 22, 2018

Action Requested

On Monday, November 19, 2018, subject to second reading and public hearing, approve ordinance.

Natasha Ramras, Chief Financial Officer, 487-8484

ATTACHMENTS:

- ▣ 2019-2020 Biennial Budget Ordinance
- ▣ Attachment A
- ▣ Attachment B
- ▣ Attachment C
- ▣ Attachment D

11/05/18
11/19/18

ORDINANCE M-_____

AN ORDINANCE relating to and adopting the budget for the City of Vancouver for the 2019-2020 fiscal biennium; creating a new fund; providing for ratification and for an effective date.

WHEREAS, as set forth in Staff Report _____, following presentations of the City Manager's Recommended Budget on October 15th and 22nd, the proposed 2019-2020 Biennial Budget has been prepared for approval; and

WHEREAS, upon due and proper legal notice, Vancouver City Council held a public hearing to consider the City's 2019-2020 Biennial Budget.

NOW THEREFORE,

BE IT ORDAINED BY THE CITY OF VANCOUVER:

Section 1. The City Council of the City of Vancouver in due time received and placed on file a preliminary budget for the 2019-2020 fiscal biennium, prepared in compliance with Ch.35.34 RCW and with Ch. 3.24 VMC. The recommended budget includes all estimates of receipts and expenditures for the next fiscal biennium fully detailed in accordance with RCW 35.34.060. Council advertised and properly held all required public hearings thereon. The City Council pursuant to RCW 35.34.120 has made such adjustments and changes to the preliminary 2019-2020 budget as it deems necessary or proper at this time. Said Budget for the 2019-2020 fiscal biennium for the City of Vancouver, as revised, which is now on file in the Office of the

City Clerk, is by reference incorporated herein, approved and by this ordinance adopted, and shall be prepared in publication form.

Section 2. Each and every separate item on the operating and capital budget as finally determined is hereby fixed and determined in the amount set forth in the 2019-2020 Adopted budget, and as required by RCW 35.34.120. There is hereby set forth in summary form the totals of appropriations for each separate fund and the aggregate totals for all such funds combined, as set forth in Attachment "A" of this ordinance. Attachment "C" outlines specific capital projects included in the 2019-2020 City of Vancouver Capital Budget.

Section 3. A total of net 79.5 full-time equivalent positions citywide are added in the 2019-2020 biennium, as identified in Attachment "B" of this ordinance. The position adjustments shall be made consistent with applicable civil service rules and personnel regulations. Attachment "D" of this ordinance contains salary schedules that are hereby adopted for positions not covered by labor agreements.

Section 4. The present budget accordingly includes estimates of the scheduled salary step increases and allocates funds in accordance with settled union contracts. The City will shortly be engaged in collective bargaining with most major unions for 2019-2020. When bargaining and negotiations are completed, the budget may be amended to adjust salaries in accordance therewith.

Section 5. A separate City internal service fund is created to account for the revenues and expenses associated with providing grounds and facilities maintenance services to all city departments. This fund is named the "Grounds and Facilities Services Fund".

Section 6. Those acts taken pursuant to this ordinance, but prior to its effective date are hereby ratified and confirmed.

Section 7. Effective Date. This ordinance shall go into effect immediately upon final passage and publication.

Read first time:

PASSED BY THE FOLLOWING VOTE

Ayes: Councilmembers

Nay: Councilmembers

Absent Councilmembers

Read second time:

PASSED BY THE FOLLOWING VOTE:

Ayes: Councilmembers

Nays: Councilmembers

Absent: Councilmembers

SIGNED this _____ day of _____, 2016

Anne McEnery-Ogle, Mayor

Attest:

Natasha Ramras, City Clerk
By: Carrie Lewellen, Deputy City Clerk

Approved as to form:

E. Bronson Potter, City Attorney

SUMMARY

ORDINANCE M-_____

AN ORDINANCE relating to and adopting the budget for the City of Vancouver for the 2019-2020 fiscal biennium; creating a new fund; providing for ratification and for an effective date.

The full text of this ordinance will be mailed upon request. Contact Raelyn McJilton, Records Officer at 487-8711, or via www.cityofvancouver.us (Go to City Government and Public Records).

Budget Appropriation by Fund**Total 2019-
2020 Budget****Operating Budget****General, Street, and Fire Funds**

General Fund	334,262,989
Street Fund	32,939,513
Fire Fund	91,489,754
Total General, Street, and Fire Funds	458,692,256

Special Revenue Funds

Street Funding Initiative - Operating Fund	17,493,772
Investigative Fund	122,878
Drug Enforcement Fund	623,568
CED Grants	4,080,251
Tourism Fund	3,954,452
Affordable Housing	12,070,524
Parkhill Cemetery Improvement Fund	1,687,757
Criminal Justice Fund	420,565
Transportation Special Revenue Fund	3,920,974
REET 1 (2002 Special Revenue Fund)	3,909,221
Parks & Recreation Special Revenue Fund	20,460
Downtown Initiatives Fund	260,569
VNHR Properties	1,500,471
Senior Messenger Fund	696,432
Fire Equipment Fund	4,862,774
Emergency Ambulance Services Contract Admin Fund	1,467,212

Debt Service Funds

G O Debt Service Fund	18,326,603
L I D Debt Fund	39,900

Capital Fund

Fire Acquisition Fund	880,379
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Enterprise Funds

City Tree Reserve Fund	85,033
Surface Water Management Fund	36,779,918
Water Utility Fund	80,888,971
SCIP Fund	1,800,000
Utility Customer Assistance	60,000
Water Revenue Bond Debt Service Fund	157,385
Sewer Revenue Bond Debt Service Fund	7,711,865
Debt Service Reserves	3,936,000

Operating Budget

Sewer Utility Fund	80,399,245
Sewer System Development	7,500,000
Airport Fund	1,075,338
Building Inspection Fund	13,600,018
Solid Waste Fund	6,471,330
Parking Services Fund	6,840,870
Tennis Center Fund	2,052,052

Internal Service Funds

Equipment Services Operations Fund	14,589,366
Equipment Services Capital Fund	17,106,644
Computer Repair & Replacement	8,045,287
Grounds and Facilities Services Fund	20,881,070
Self-Insured Worker's Comp & Liability Fund	12,445,618
Internal Administrative Services Fund	35,892,883
Benefits Fund	29,269,055
Self-Insured Health Insurance Fund	19,351,898

Fiduciary Funds

SW Washington Regional SWAT Team Fund	518,651
Police Pension Trust Fund	2,382,847
Fire Pension Trust Fund	3,652,676
Transportation Benefit District	2,096,690
City/County Cable TV Fund	2,331,206
PEG Capital Support Fund	1,800,000

Total Operating Expense Budget	954,752,934
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Capital Budget

Capital Project Funds

Transportation Capital Fund	17,378,507
Street Funding Initiative - Capital Fund	4,025,058
General Fund Capital	871,757
Fire Acquisition Fund	12,045,625
Capital Improvement Fund	12,312,815
VNHR Property Capital	22,046
Parks Construction Fund (Capital Projects only)	8,682,040
Drainage Construction Fund	4,688,134
Water Construction Fund	42,712,942
Sewer Construction Fund	41,868,166
Airport	2,165,000

Total Capital Project Funds	146,772,090
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Operating Budget

Capital Funding Transfers Supporting COV Capital Projects Budget

General Fund	10,950,706
Street Fund	1,253,480
Street Funding Initiative Operating	2,161,500
Transportation Special Revenue Fund	706,789
REET 1 (2002 Special Revenue Fund)	200,000
Cascade TIF District	205,000
Pacific TIF District	385,000
Fire Fund	1,538,626
TIF - Vancouver	95,000
TIF - Evergreen	220,000
TIF - East City (South County)	218,636
TIF - I-205/Mill Plain Overlay	120,000
PIF - Acq & Dev District 2	899,500
PIF - Acq & Dev District 3	533,368
PIF - Acq & Dev District 4	3,602,085
PIF - Acq & Dev District 5	1,241,594
PIF - Acq & Dev District 7	93,687
PIF - District C	125,545
Transportation Capital Fund	1,453,734
2011 Transportation Bond Capital Fund	2,037,729
Surface Water Management Fund	1,500,000
Water Utility Fund	15,000,000
Systems Development Reserves	6,500,000
Sewer Utility Fund	34,595,000
Facilities Asset Mgmt and Replacement Reserve Fund	10,831,191
Transportation Benefit District	2,151,536
Total Transfers for Capital	98,619,706
Total Capital Expense Budget	245,391,796
Total Operating and Capital Expense Budget	1,200,144,730

City of Vancouver 2019-2020 Adopted Biennium Budget
FTE by Fund - Department

Attachment B

	2018 Budget	2019 Baseline Adj from 2018	2019 Adopted Budget Adj	2019 Adopted Budget	2020 Baseline Adj from 2019	2020 Adopted Budget Adj	2020 Adopted Budget	Notes on Changes
General Fund								
City Council								
City Council Member	6.00	-	-	6.00	-	-	6.00	
Mayor of Vancouver	1.00	-	-	1.00	-	-	1.00	
City Managers Office								
Administrative Assistant to the City Manager	1.00	-	-	1.00	-	-	1.00	
Assistant City Manager	1.00	-	-	1.00	-	-	1.00	
Assistant to City Council	1.00	-	-	1.00	-	-	1.00	
Citizen Liaison	1.00	-	-	1.00	-	-	1.00	
City Manager	1.00	-	-	1.00	-	-	1.00	
Communications Coordinator	1.00	-	-	1.00	-	-	1.00	
Communications Manager	1.00	-	-	1.00	-	-	1.00	
Communications Specialist	1.00	-	-	1.00	-	-	1.00	
Community Relations Specialist	1.00	-	-	1.00	-	-	1.00	
Cultural Services Manager	-	-	1.00	1.00	-	-	1.00	New 2 YR Limited Term added to support Cultural Commission, Grant Program & Maintenance of City owned Public Art
Emergency Manager	1.00	-	-	1.00	-	-	1.00	
Homeless Response Coordinator	-	-	1.00	1.00	-	-	1.00	New 2 YR Limited Term added to support Urban Camping Impact Reduction program
Neighborhood Coordinator	1.00	-	-	1.00	-	-	1.00	
Program & Policy Development Manager	1.00	-	-	1.00	-	-	1.00	
Support Specialist II	1.00	-	-	1.00	-	-	1.00	
Support Specialist III	1.00	-	-	1.00	-	-	1.00	
Web Content Manager	1.00	-	-	1.00	-	-	1.00	
Community and Economic Development								
Associate Planner	3.00	(1.00)	2.00	4.00	-	(1.00)	3.00	Existing Grant Funded, Limited Term FTE added back for 2019 only; New 2-YR Limited Term added to assist Land Use Planner
CTR Coordinator	0.75	(0.75)	0.75	0.75	-	(0.75)	-	Existing Revenue Funded, Limited Term added back for 2019 only supported by state's Commute Trip Reduction Program
Long Range Planning Program Manager	1.00	-	-	1.00	-	-	1.00	
Planner	1.00	-	-	1.00	-	-	1.00	

	2018 Budget	2019 Baseline Adj from 2018	2019 Adopted Budget Adj	2019 Adopted Budget	2020 Baseline Adj from 2019	2020 Adopted Budget Adj	2020 Adopted Budget	Notes on Changes
Principal Planner	2.00	-	-	2.00	-	-	2.00	
Senior Planner	1.00	-	-	1.00	-	-	1.00	
Transportation Planning Manager	1.00	-	-	1.00	-	-	1.00	
Development Review Services								
Assistant Planner	2.00	-	-	2.00	-	-	2.00	
Associate Planner	2.00	-	-	2.00	-	-	2.00	
Code Enforcement Officer	4.00	-	1.00	5.00	-	-	5.00	New 2 YR Limited Term to support Urban Camping Impact Reduction Program.
Community Development Director	1.00	-	-	1.00	-	-	1.00	
Engineering Technician II	3.00	-	1.00	4.00	-	-	4.00	New Regular added to support PW Engineering
Land Use Supervisor	1.00	-	-	1.00	-	-	1.00	
Senior Planner	4.00	-	-	4.00	-	-	4.00	
Support Specialist	0.50	(0.50)	-	-	-	-	-	Existing Support Specialist reclassified to Support Specialist II
Support Specialist II	2.00	0.50	-	2.50	-	-	2.50	Existing Support Specialist reclassified to Support Specialist II
Facilities Maintenance								
Building Repair Specialist	3.00	(3.00)	-	-	-	-	-	Position(s) relocated to Grounds and Facilities Services Fund
Capital Project manager	1.00	(1.00)	-	-	-	-	-	Position(s) relocated to Grounds and Facilities Services Fund
Electrician	1.00	(1.00)	-	-	-	-	-	Position(s) relocated to Grounds and Facilities Services Fund
Facilities Maintenance Specialist	2.00	(2.00)	-	-	-	-	-	Position(s) relocated to Grounds and Facilities Services Fund
Facilities Maintenance Specialist I	1.00	(1.00)	-	-	-	-	-	Position(s) relocated to Grounds and Facilities Services Fund
HVAC Technician	2.00	(2.00)	-	-	-	-	-	Position(s) relocated to Grounds and Facilities Services Fund
Operations Superintendent	1.00	(1.00)	-	-	-	-	-	Position(s) relocated to Grounds and Facilities Services Fund
Public Works Supervisor	3.00	(3.00)	-	-	-	-	-	Position(s) relocated to Grounds and Facilities Services Fund
Real Property Specialist	1.00	(1.00)	-	-	-	-	-	Position(s) relocated to Grounds and Facilities Services Fund
Grounds Maintenance								
Grounds Maintenance Specialist	6.00	(6.00)	-	-	-	-	-	Position(s) relocated to Grounds and Facilities Services Fund
Maintenance Worker II	6.00	(6.00)	-	-	-	-	-	Position(s) relocated to Grounds and Facilities Services Fund
Maintenance Worker Lead	3.00	(3.00)	-	-	-	-	-	Position(s) relocated to Grounds and Facilities Services Fund
Public Works Supervisor	2.00	(2.00)	-	-	-	-	-	Position(s) relocated to Grounds and Facilities Services Fund
Legal Service - Criminal and Domestic Violence								
Assistant City Attorney	16.00	(7.00)	-	9.00	-	-	9.00	Position(s) relocated to Internal Administrative Services Fund
Chief Assistant City Attorney	1.00	(1.00)	-	-	-	-	-	Position(s) relocated to Internal Administrative Services Fund
City Attorney	1.00	(1.00)	-	-	-	-	-	Position(s) relocated to Internal Administrative Services Fund
City Prosecutor	1.00	-	-	1.00	-	-	1.00	

	2018 Budget	2019 Baseline Adj from 2018	2019 Adopted Budget Adj	2019 Adopted Budget	2020 Baseline Adj from 2019	2020 Adopted Budget Adj	2020 Adopted Budget	Notes on Changes
Investigator	1.00	-	-	1.00	-	-	1.00	
Legal Assistant	5.00	(2.00)	-	3.00	-	-	3.00	Position(s) relocated to Internal Administrative Services Fund
Legal Secretary	3.00	(0.50)	-	2.50	-	-	2.50	Position(s) relocated to Internal Administrative Services Fund
Program Coordinator I	1.75	-	-	1.75	-	-	1.75	
Senior Legal Assistant	2.00	(1.00)	-	1.00	-	-	1.00	Position(s) relocated to Internal Administrative Services Fund
Parks, Trails and Natural Resources								
Business Manager	1.00	-	-	1.00	-	-	1.00	
Community Relations Specialist	1.00	-	1.00	2.00	-	-	2.00	New 2 YR Limited Term to support communications & partnership/sponsorships
Facilities Assistant	0.75	-	0.25	1.00	-	-	1.00	New Regular to support reservations, permits & events
IT Technical Specialist	1.00	-	-	1.00	-	-	1.00	
Management Analyst	1.00	-	-	1.00	-	-	1.00	
Park Developer	1.00	-	-	1.00	-	-	1.00	
Parks and Recreation Director	1.00	-	-	1.00	-	-	1.00	
Recreation Specialist	0.75	-	-	0.75	-	-	0.75	
Senior Park Developer	1.00	-	-	1.00	-	-	1.00	
Senior Planner	1.00	-	-	1.00	-	-	1.00	
Support Specialist III	1.00	-	-	1.00	-	-	1.00	
Volunteer Coordinator	1.00	-	-	1.00	-	-	1.00	
Volunteer Program Assistant	-	-	0.75	0.75	-	-	0.75	New 3 YR Limited Term to support volunteer projects
Police Department								
Administrative Assistant	2.00	-	-	2.00	-	-	2.00	
Analyst	1.00	(1.00)	-	-	-	-	-	Existing Analyst reclassified as Crime Analyst
Assistant Police Chief	2.00	-	-	2.00	-	-	2.00	
Computer Forensics Specialist	2.00	-	-	2.00	-	-	2.00	
Crime Analyst	2.00	1.00	-	3.00	-	-	3.00	Existing Analyst reclassified as Crime Analyst
Evidence Coordinator	1.00	-	-	1.00	-	-	1.00	
Evidence Technician	3.00	-	-	3.00	-	-	3.00	
Finance and Logistics Supervisor	1.00	-	-	1.00	-	-	1.00	
Financial Analyst	1.00	-	-	1.00	-	-	1.00	
Lead Records Specialist	3.00	-	-	3.00	-	-	3.00	
Management Analyst	1.00	-	-	1.00	-	-	1.00	
Material Control Coordinator	1.00	-	-	1.00	-	-	1.00	
Police Chief	1.00	-	-	1.00	-	-	1.00	

	2018 Budget	2019 Baseline Adj from 2018	2019 Adopted Budget Adj	2019 Adopted Budget	2020 Baseline Adj from 2019	2020 Adopted Budget Adj	2020 Adopted Budget	Notes on Changes
Police Commander	4.00	-	-	4.00	-	-	4.00	
Police Corporal	18.00	-	-	18.00	-	-	18.00	
Police Lieutenant	8.00	-	-	8.00	-	-	8.00	
Police Officer	151.00	-	8.00	159.00	-	4.00	163.00	New Regular (11.0) added to support VPD 2020 Plan & (1.0) Urban Camping Reduction Program
Police Sergeant	34.00	-	1.00	35.00	-	2.00	37.00	New Regular added to support VPD 2020 Plan
Police Service Technician	16.00	-	2.00	18.00	-	-	18.00	New Regular added to support VPD 2020 Plan
Procurement Specialist	1.00	-	-	1.00	-	-	1.00	
Program Coordinator I	1.00	-	-	1.00	-	-	1.00	
Program Coordinator II	1.00	-	-	1.00	-	-	1.00	
Public Information Officer	1.00	-	-	1.00	-	-	1.00	
Records Manager	1.00	-	-	1.00	-	-	1.00	
Records Specialist	14.00	1.00	1.00	16.00	-	-	16.00	Existing Regular reclassified from Support Specialist II & New Regular added to support VPD 2020 Plan
Records Supervisor	3.00	-	-	3.00	-	-	3.00	
Resource Service Technician	1.00	-	-	1.00	-	-	1.00	
Senior Computer Forensics Investigator	1.00	-	-	1.00	-	-	1.00	
Support Specialist II	1.00	(1.00)	-	-	-	-	-	Existing Regular reclassified to Records Specialist
Support Specialist III	1.00	-	-	1.00	-	-	1.00	
Recreation Services								
Administrative Assistant	2.00	-	-	2.00	-	-	2.00	
Customer Service Representative	5.25	-	0.25	5.50	-	-	5.50	New Regular increase to support Marshall Center opening on Sunday
Departmental Aide	0.50	-	-	0.50	-	-	0.50	
Facilities Assistant	2.00	-	-	2.00	-	-	2.00	
Recreation Facility Manager	2.00	-	-	2.00	-	-	2.00	
Recreation Specialist	15.25	-	0.50	15.75	-	-	15.75	New Regular increase to support Waterfront Park Waterfeature & Marshall Pool
Street Fund								
Pavement Management & Street Design								
Civil Engineer	1.00	-	-	1.00	-	-	1.00	
Engineering Manager	1.00	-	-	1.00	-	-	1.00	
Engineering Specialist	2.00	-	-	2.00	-	-	2.00	
Senior Civil Engineer	2.00	-	-	2.00	-	-	2.00	
Senior Construction Inspector	2.00	-	-	2.00	-	-	2.00	

	2018 Budget	2019 Baseline Adj from 2018	2019 Adopted Budget Adj	2019 Adopted Budget	2020 Baseline Adj from 2019	2020 Adopted Budget Adj	2020 Adopted Budget	Notes on Changes
Senior Engineering Technician	1.00	-	1.00	2.00	-	-	2.00	New Regular to support Transportation with GIS & Asset Management
Street Maintenance								
Deputy Transportation Services Manager	1.00	-	-	1.00	-	-	1.00	
Maintenance Worker I	1.00	-	-	1.00	-	-	1.00	
Maintenance Worker II	14.00	-	-	14.00	-	-	14.00	
Maintenance Worker Lead	3.00	-	-	3.00	-	-	3.00	
Operations Superintendent	1.00	-	-	1.00	-	-	1.00	
Public Works Supervisor	2.00	-	-	2.00	-	-	2.00	
Traffic Engineering & Operations								
Senior Engineering Technician	1.00	-	-	1.00	-	-	1.00	
Senior Traffic Engineer	1.00	-	-	1.00	-	-	1.00	
Street Light Technician II	2.00	-	-	2.00	-	-	2.00	
Traffic Engineer	1.00	-	-	1.00	-	-	1.00	
Traffic Engineering Manager	1.00	-	-	1.00	-	-	1.00	
Traffic Signal Lead	1.00	-	-	1.00	-	-	1.00	
Traffic Signal Specialist	2.00	-	-	2.00	-	-	2.00	
Traffic Signal Technician	2.00	-	-	2.00	-	-	2.00	
Transportation Development Review								
Engineering Technician II	-	-	1.00	1.00	-	-	1.00	New regular to support Transportation Development Review Services & Design
Senior Civil Engineer	1.00	-	-	1.00	-	-	1.00	
Senior Engineering Technician	1.00	-	-	1.00	-	-	1.00	
Street Funding Initiative - Operating Fund								
Street Funding Initiative Operating - Grounds Maintenance								
Ground Maintenance Worker II	1.00	-	-	1.00	-	-	1.00	
Grounds Maintenance Specialist	2.00	-	-	2.00	-	-	2.00	
Maintenance Worker II	2.00	-	-	2.00	-	-	2.00	
Surveyor	1.00	-	-	1.00	-	-	1.00	
Street Funding Initiative Operating - Maintenance								
Maintenance Worker II	1.00	-	0.50	1.50	-	-	1.50	Existing Regular relocated from Surface Water Management Fund for arterial sweeping
Street Funding Initiative Operating - Pavement Management								
Civil Engineer	-	-	-	-	-	1.00	1.00	New Regular added to support increased workload
Engineering Specialist	1.00	-	-	1.00	-	-	1.00	

		2019	2019	2019	2020	2020	2020	
		Baseline Adj	Adopted	Adopted	Baseline Adj	Adopted	Adopted	
		from 2018	Budget Adj	Budget	from 2019	Budget Adj	Budget	
		2018 Budget						Notes on Changes
Senior Civil Engineer	1.00	-	-	1.00	-	-	1.00	
Senior Construction Inspector	1.00	-	-	1.00	-	-	1.00	
Street Funding Initiative Operating0 Street Maintenance								
Administrative Assistant	-	-	1.00	1.00	-	-	1.00	New Regular added to support Sidewalk Repair Program & Transportation Design Engineering
Construction Inspector	1.00	-	-	1.00	-	-	1.00	
CED Grant Fund								
CDBG								
Associate Planner	1.00	-	-	1.00	-	-	1.00	
Community Development Manager	1.00	-	-	1.00	-	-	1.00	
Rehabilitation Specialist	0.60	-	-	0.60	-	-	0.60	
Support Specialist II	1.00	-	-	1.00	-	-	1.00	
Affordable Housing Fund								
Affordable Housing								
Planner	1.00	-	-	1.00	-	-	1.00	
Fire Fund								
Fire Department								
Administrative Assistant	1.00	-	-	1.00	-	-	1.00	
Analyst	1.00	-	-	1.00	-	-	1.00	
Assistant Fire Marshal	-	-	1.00	1.00	-	-	1.00	New Regular added to support
Deputy Fire Chief	2.00	-	-	2.00	-	-	2.00	
Deputy Fire Marshal 2	5.00	-	-	5.00	-	-	5.00	
Division Fire Chief	4.00	-	-	4.00	-	-	4.00	
Financial Analyst	1.00	-	-	1.00	-	-	1.00	
Fire Battalion Chief	6.00	-	-	6.00	-	-	6.00	
Fire Captain	30.00	-	-	30.00	-	-	30.00	
Fire Captain Paramedic	19.00	-	-	19.00	-	-	19.00	
Fire Chief	1.00	-	-	1.00	-	-	1.00	
Fire Code Officer	6.00	-	4.00	10.00	-	-	10.00	New Regular, Revenue Dependent to support increase in annual inspections
Fire Marshal	1.00	-	-	1.00	-	-	1.00	
Firefighter	69.00	-	-	69.00	-	5.00	74.00	New Regular to support opening of Fire Station 11
Firefighter Captain	2.00	-	-	2.00	-	4.00	6.00	New Regular to support opening of Fire Station 11
Firefighter Paramedic	56.00	-	-	56.00	-	4.00	60.00	New Regular to support opening of Fire Station 11

	2018 Budget	2019 Baseline Adj from 2018	2019 Adopted Budget Adj	2019 Adopted Budget	2020 Baseline Adj from 2019	2020 Adopted Budget Adj	2020 Adopted Budget	Notes on Changes
Lead Deputy Fire Marshal	2.00	-	-	2.00	-	-	2.00	
Management Analyst	1.00	-	-	1.00	-	-	1.00	
Resource Service Technician	1.00	-	-	1.00	-	-	1.00	
Senior Engineering Technician	1.00	-	-	1.00	-	-	1.00	
Support Specialist III	2.00	-	-	2.00	-	-	2.00	

Surface Water Management Fund

Surface Water Mgmt Engineering

Civil Engineer	4.00	-	-	4.00	-	-	4.00	
Engineering Specialist	2.00	-	-	2.00	-	-	2.00	
Engineering Technician II	1.00	1.00	-	2.00	-	-	2.00	Existing Regular relocated from Utility Administration
Environmental Scientist	1.00	-	1.00	2.00	-	-	2.00	New Regular added for compliance with NPDES
Senior Civil Engineer	-	-	1.00	1.00	-	-	1.00	New Regular added for compliance with NPDES
Senior Engineering Technician	3.00	-	-	3.00	-	-	3.00	
Utility Engineering Program Manager	1.00	-	-	1.00	-	-	1.00	

Surface Water Mgmt Greenways/Sensitive Lands

Grounds Maintenance Specialist	2.00	-	-	2.00	-	-	2.00	
Maintenance Specialist	1.00	-	-	1.00	-	-	1.00	
Maintenance Worker I	1.00	-	-	1.00	-	-	1.00	
Maintenance Worker II	4.00	-	-	4.00	-	-	4.00	
Maintenance Worker Lead	2.00	-	-	2.00	-	-	2.00	
Public Works Supervisor	1.00	-	-	1.00	-	-	1.00	

Surface Water Mgmt Maintenance

Maintenance Specialist	1.00	-	-	1.00	-	-	1.00	Existing Regular relocated to Street Funding Initiative for arterial sweeping
Maintenance Worker II	17.00	-	(0.50)	16.50	-	-	16.50	
Maintenance Worker Lead	5.00	-	-	5.00	-	-	5.00	Existing Regular relocated to Grounds and Facilities Services Fund and New Regular added to support Greenway and Sensitive Lands resulting in net zero change
Operations Superintendent	1.00	-	-	1.00	-	-	1.00	
Public Works Supervisor	2.00	-	-	2.00	-	-	2.00	

Urban Forestry

Program Coordinator I	3.00	-	-	3.00	-	-	3.00	
Urban Forester	1.00	-	-	1.00	-	-	1.00	

Water Utility Fund

Construction

	2018 Budget	2019 Baseline Adj from 2018	2019 Adopted Budget Adj	2019 Adopted Budget	2020 Baseline Adj from 2019	2020 Adopted Budget Adj	2020 Adopted Budget	Notes on Changes
Analyst	1.00	(1.00)	-	-	-	-	-	Existing Regular reclassified to Construction Project Coordinator
City Engineer	1.00	-	-	1.00	-	-	1.00	
City Surveyor	-	1.00	-	1.00	-	-	1.00	Existing Regular reclassified from Professional Land Surveyor
Civil Engineer	1.00	-	1.00	2.00	-	-	2.00	New Regular to support Capital Construction Team
Construction Inspector	7.00	-	-	7.00	-	-	7.00	
Construction Project Coordinator	-	1.00	1.00	2.00	-	-	2.00	Existing Regular reclassified from Analyst and New regular added to support Capital Construction Team
Inspection Specialist	3.00	-	-	3.00	-	-	3.00	
Professional Land Surveyor	1.00	(1.00)	1.00	1.00	-	-	1.00	Existing Regular reclassified to City Surveyor
Senior Civil Engineer	3.00	-	-	3.00	-	-	3.00	
Senior Construction Inspector	-	-	1.00	1.00	-	1.00	2.00	New Regular to support Capital Construction Team
Senior Surveyor	2.00	-	-	2.00	-	-	2.00	
Support Specialist II	1.00	-	-	1.00	-	-	1.00	
Support Specialist III	1.00	-	-	1.00	-	-	1.00	
Survey Specialist	1.00	-	1.00	2.00	-	-	2.00	New Regular to support City Surveyor Team
Surveyor	1.00	-	-	1.00	-	-	1.00	
Operations Center								
Analyst	1.00	-	-	1.00	-	-	1.00	
Lead Utility Locator	1.00	-	-	1.00	-	-	1.00	
Operations Manager	1.00	-	-	1.00	-	-	1.00	
Safety Coordinator	1.00	-	-	1.00	-	-	1.00	
Support Specialist II	4.00	-	-	4.00	-	-	4.00	
Utility Locator	1.00	-	-	1.00	-	-	1.00	
Public Works Administration								
Civil Engineer	1.00	-	-	1.00	-	-	1.00	
Engineering Specialist	1.00	-	-	1.00	-	-	1.00	
Finance and Asset Manager	1.00	-	-	1.00	-	-	1.00	
Public Works Director	1.00	-	-	1.00	-	-	1.00	
Senior Communications Specialist	1.00	-	-	1.00	-	-	1.00	
Senior Financial Analyst	1.00	-	-	1.00	-	-	1.00	
Technical Engineering Supervisor	1.00	-	-	1.00	-	-	1.00	
Utility Administration								
Accounting Clerk II	5.00	-	-	5.00	-	-	5.00	
Computer Support Specialist	1.00	-	-	1.00	-	-	1.00	

	2018 Budget	2019 Baseline Adj from 2018	2019 Adopted Budget Adj	2019 Adopted Budget	2020 Baseline Adj from 2019	2020 Adopted Budget Adj	2020 Adopted Budget	Notes on Changes
Customer Service Representative	10.00	-	-	10.00	-	-	10.00	
Senior Accounting Clerk	1.00	-	-	1.00	-	-	1.00	
Senior Customer Service Representative	1.00	-	-	1.00	-	-	1.00	
Senior Engineering Technician	1.00	(1.00)	-	-	-	-	-	Existing Regular relocated to Surface Water Mgmt Engineering
Utility Administration Manager	1.00	-	-	1.00	-	-	1.00	
Utility Clerk	0.50	-	-	0.50	-	-	0.50	
Utility Service Inspector	7.00	-	-	7.00	-	-	7.00	
Utility Service Supervisor	2.00	-	-	2.00	-	-	2.00	
Water Engineering								
Civil Engineer	-	3.00	-	3.00	-	-	3.00	Existing Regular reclassified from Water Resource Engineer
Engineering Program Manager	1.00	-	-	1.00	-	-	1.00	
Engineering Specialist	-	-	2.00	2.00	-	-	2.00	New Regular added to create safeguards for City's Water System and Existing Regular reclassified from Senior Engineering Technician
Senior Civil Engineer	-	-	1.00	1.00	-	-	1.00	New Regular added to supervise & oversee the transmission main design program
Senior Engineering Technician	4.00	-	(1.00)	3.00	-	-	3.00	Existing regular reclassified to Engineering Specialist
Support Specialist III	1.00	-	-	1.00	-	-	1.00	
Water Resource Engineer	3.00	(3.00)	-	-	-	-	-	Existing Regular reclassified to Civil Engineer
Water Maintenance								
Departmental Aide	-	0.50	-	0.50	-	-	0.50	Existing Regular relocated from Human Resources
Lead Treatment Plant Operator	1.00	-	-	1.00	-	-	1.00	
Maintenance Worker II	15.00	-	-	15.00	-	-	15.00	
Maintenance Worker Lead	6.00	-	-	6.00	-	-	6.00	
Operations Superintendent	1.00	-	-	1.00	-	-	1.00	
Public Works Supervisor	3.00	-	-	3.00	-	-	3.00	
SCADA Technician	1.00	-	1.00	2.00	-	-	2.00	New Regular added to create safeguards for City's Water System
Utility Electrician	2.00	-	1.00	3.00	-	-	3.00	New Regular added to maintain City's Water Program's electrical system
Utility Locator	3.00	-	-	3.00	-	-	3.00	
Utility Specialist	2.00	-	-	2.00	-	-	2.00	
Warehouse Specialist	1.00	-	-	1.00	-	-	1.00	
Warehouse Supervisor	1.00	-	-	1.00	-	-	1.00	
Warehouse Technician	1.00	-	-	1.00	-	-	1.00	
Warehouse Worker	2.00	-	-	2.00	-	-	2.00	

	2018 Budget	2019 Baseline Adj from 2018	2019 Adopted Budget Adj	2019 Adopted Budget	2020 Baseline Adj from 2019	2020 Adopted Budget Adj	2020 Adopted Budget	Notes on Changes
Water Quality Assistant	1.00	-	-	1.00	-	-	1.00	
Water Quality Coordinator	1.00	-	-	1.00	-	-	1.00	
Water Quality Technician	2.00	-	1.00	3.00	-	-	3.00	New Regular added to expand City's Water Quality Program
Water Treatment Plant Operator	4.00	-	-	4.00	-	-	4.00	
Water Resource Education Center								
Educator	3.00	-	1.00	4.00	-	-	4.00	New 3 YR Limited Term to support Student Watershed Monitoring Network Program
Facilities Assistant	1.00	-	-	1.00	-	-	1.00	
Program Coordinator II	1.00	-	-	1.00	-	-	1.00	
Support Specialist II	1.00	-	-	1.00	-	-	1.00	
Sewer Utility Fund								
Sewer Engineering								
Civil Engineer	3.00	-	2.00	5.00	-	-	5.00	New Regular added to support Wastewater Collection Engineering
Engineering Specialist	1.00	-	1.00	2.00	-	-	2.00	New Regular added to support Wastewater Collection Engineering
Engineering Technician II	1.00	-	-	1.00	-	-	1.00	
Environmental Scientist	1.00	-	-	1.00	-	-	1.00	
Senior Civil Engineer	2.00	-	-	2.00	-	-	2.00	
Senior Engineering Technician	4.00	-	-	4.00	-	-	4.00	
Sewer Maintenance								
Engineering Program Manager	1.00	-	-	1.00	-	-	1.00	
Grounds Chemical Specialist	1.00	-	-	1.00	-	-	1.00	
Inspector	2.00	-	-	2.00	-	-	2.00	
Maintenance Specialist	2.00	-	-	2.00	-	-	2.00	
Maintenance Worker II	14.00	-	1.00	15.00	-	-	15.00	New Regular added to expand root foaming program & assist with manhole rehabilitation
Maintenance Worker Lead	4.00	-	-	4.00	-	-	4.00	
Public Works Supervisor	2.00	-	-	2.00	-	-	2.00	
Utility Maintenance Mechanic	2.00	-	-	2.00	-	-	2.00	
Airport Fund								
Airport Operation								
Airport Manager	1.00	-	-	1.00	-	-	1.00	
Program Coordinator	-	-	1.00	1.00	-	-	1.00	New 2 YR Limited Term to support operations funded by Airport revenue
Building Inspection Fund								

	2018 Budget	2019 Baseline Adj from 2018	2019 Adopted Budget Adj	2019 Adopted Budget	2020 Baseline Adj from 2019	2020 Adopted Budget Adj	2020 Adopted Budget	Notes on Changes
Building Inspection								
Analyst	2.00	-	-	2.00	-	-	2.00	
Assistant Building Official	1.00	-	-	1.00	-	-	1.00	
Building Inspector II	1.00	-	-	1.00	-	-	1.00	
Building Inspector III	12.00	-	-	12.00	-	1.00	13.00	New Regular, Revenue Funded to assist in increased inspection workload for complex development projects
Building Official	1.00	-	-	1.00	-	-	1.00	
Customer Service Representative	1.00	(1.00)	1.00	1.00	-	(1.00)	-	Existing Limited Term added back for 1 YR to support Permit Center reception counter
Development Review Division Manager	1.00	-	-	1.00	-	-	1.00	
IT Technical Specialist	1.00	-	-	1.00	-	-	1.00	
Lead Building Inspector	1.00	-	-	1.00	-	-	1.00	
Lead Permits Specialist	1.00	-	-	1.00	-	-	1.00	
Management Analyst	1.00	-	-	1.00	-	-	1.00	
Permit Center Supervisor	1.00	-	-	1.00	-	-	1.00	
Permits Specialist II	8.00	-	-	8.00	-	-	8.00	
Plans Examiner	3.00	-	-	3.00	-	-	3.00	
Plans Examiner I	1.00	-	-	1.00	-	-	1.00	
Plans Examiner III	2.00	-	-	2.00	-	1.00	3.00	NEW Regular, Revenue Dependent to assist in technical review for complex development projects
Solid Waste Fund								
Solid Waste Program								
Analyst B	-	-	1.00	1.00	-	-	1.00	New Regular added to assist in plan review
Solid Waste Analyst	1.00	-	-	1.00	-	-	1.00	
Solid Waste Manager	1.00	-	-	1.00	-	-	1.00	
Solid Waste Supervisor	1.00	-	-	1.00	-	-	1.00	
Support Specialist II	1.00	-	-	1.00	-	-	1.00	
Support Specialist III	1.00	-	-	1.00	-	-	1.00	
Parking Services Fund								
Parking Services								
Administrative Assistant	1.00	-	-	1.00	-	-	1.00	
Parking Enforcement Officer	2.00	-	-	2.00	-	-	2.00	
Parking Maintenance Worker	1.00	-	-	1.00	-	-	1.00	
Parking Manager	1.00	-	-	1.00	-	-	1.00	

	2018 Budget	2019 Baseline Adj from 2018	2019 Adopted Budget Adj	2019 Adopted Budget	2020 Baseline Adj from 2019	2020 Adopted Budget Adj	2020 Adopted Budget	Notes on Changes
Parking Officer	3.50	(1.50)	2.00	4.00	-	-	4.00	Existing Limited Term converted to Regular (1.5) to support Parking Enforcement and New Regular (0.5) added to support Pay Station Meter Collections/Enforcement
Parking Supervisor	1.00	-	-	1.00	-	-	1.00	
Support Specialist	0.50	-	-	0.50	-	-	0.50	

Tennis Center Fund

Tennis Center

Customer Service Representative	2.00	-	(2.00)	-	-	-	-	Existing Regular eliminated due to USTA Management of Tennis Center
Recreation Services Supervisor	1.00	-	(1.00)	-	-	-	-	Existing Regular eliminated due to USTA Management of Tennis Center
Recreation Specialist	0.75	-	(0.75)	-	-	-	-	Existing Regular eliminated due to USTA Management of Tennis Center

Equipment Services Operations Fund

Equipment Services Operations

Analyst	1.00	-	-	1.00	-	-	1.00	
Emergency Equipment Mechanic	3.00	-	-	3.00	-	-	3.00	
Emergency Equipment Supervisor	1.00	-	-	1.00	-	-	1.00	
Equipment Mechanic Supervisor	2.00	-	-	2.00	-	-	2.00	
Equipment Superintendent	1.00	-	-	1.00	-	-	1.00	
Mechanic	10.00	-	-	10.00	(2.00)	-	8.00	Existing Limited Term eliminated in 2020
Senior Mechanic	2.00	-	-	2.00	-	-	2.00	
Senior Vehicle Parts Specialist	1.00	-	-	1.00	-	-	1.00	
Support Specialist II	1.00	-	-	1.00	-	-	1.00	
Vehicle Parts Specialist	2.00	-	-	2.00	-	-	2.00	
Vehicle Service Worker I	1.00	-	-	1.00	-	-	1.00	
Vehicle Service Worker II	1.00	-	-	1.00	-	-	1.00	

Grounds and Facilities Services Fund

Facilities Maintenance

Building Repair Specialist	-	3.00	-	3.00	-	-	3.00	Position(s) relocated from General Fund
Building Systems Technician	-	-	1.00	1.00	-	-	1.00	Position(s) relocated from General Fund and New Regular added to support security & electrical building systems
Capital Project manager	-	1.00	-	1.00	-	-	1.00	Position(s) relocated from General Fund
Electrician	-	1.00	-	1.00	-	-	1.00	Position(s) relocated from General Fund
Facilities Maintenance Specialist	-	2.00	(1.00)	1.00	-	-	1.00	Position(s) relocated from General Fund and Existing Regular reclassified to Lead Facilities Maintenance Specialist
Facilities Maintenance Specialist I	-	1.00	-	1.00	-	-	1.00	Position(s) relocated from General Fund

	2018 Budget	2019 Baseline Adj from 2018	2019 Adopted Budget Adj	2019 Adopted Budget	2020 Baseline Adj from 2019	2020 Adopted Budget Adj	2020 Adopted Budget	Notes on Changes
HVAC Technician	-	2.00	-	2.00	-	-	2.00	Position(s) relocated from General Fund
Lead Facilities Maintenance Specialist	-	-	1.00	1.00	-	-	1.00	Position(s) relocated from General Fund and Existing Regular reclassified from Facilities Maintenance Specialist
Operations Superintendent	-	1.00	-	1.00	-	-	1.00	Position(s) relocated from General Fund
Public Works Supervisor	-	3.00	-	3.00	-	-	3.00	Position(s) relocated from General Fund
Real Property Specialist	-	1.00	-	1.00	-	-	1.00	Position(s) relocated from General Fund
Grounds Maintenance								
Grounds Maintenance Specialist	-	6.00	-	6.00	-	-	6.00	Position(s) relocated from General Fund
Maintenance Worker II	-	6.00	-	6.00	-	2.00	8.00	Position(s) relocated from General Fund and New Regular added to accommodate increased levels of service for Parks
Maintenance Worker Lead	-	3.00	-	3.00	-	-	3.00	Position(s) relocated from General Fund
Operations Superintendent	-	-	1.00	1.00	-	-	1.00	Position relocated from Surface Water Management Fund
Public Works Supervisor	-	2.00	-	2.00	-	-	2.00	Position(s) relocated from General Fund
Self-Insured Worker's Comp & Liability Fund								
Self Insurance-Risk Management								
Analyst	1.00	-	-	1.00	-	-	1.00	
Loss Control Specialist	1.00	-	(1.00)	-	-	-	-	Existing Regular reclassified to Safety Officer
Management Analyst	1.00	-	-	1.00	-	-	1.00	
Risk & Safety Manager	1.00	-	-	1.00	-	-	1.00	
Safety Officer	-	-	1.00	1.00	-	-	1.00	Existing Regular reclassified from Loss Control Specialist
Worker's Compensation Specialist	1.00	-	-	1.00	-	-	1.00	
Internal Administrative Services Fund								
Financial & Management Services								
Accountant	6.00	-	-	6.00	-	-	6.00	
Accounting Manager	1.00	-	-	1.00	-	-	1.00	
Analyst	1.00	-	-	1.00	-	-	1.00	
Budget Analyst	3.00	-	-	3.00	-	-	3.00	
Customer Service Representative	3.00	-	-	3.00	-	-	3.00	
Deputy Finance Director	1.00	-	-	1.00	-	-	1.00	
Finance Supervisor II	2.00	-	-	2.00	-	-	2.00	
Financial and Management Services Director	1.00	-	-	1.00	-	-	1.00	
IT Systems Analyst	1.00	-	-	1.00	-	-	1.00	
Lead Records Specialist	1.00	-	-	1.00	-	-	1.00	
Mail Room Assistant	1.00	-	-	1.00	-	-	1.00	

	2018 Budget	2019 Baseline Adj from 2018	2019 Adopted Budget Adj	2019 Adopted Budget	2020 Baseline Adj from 2019	2020 Adopted Budget Adj	2020 Adopted Budget	Notes on Changes
Payroll Analyst	2.00	-	-	2.00	-	-	2.00	
Payroll System Analyst	1.00	(1.00)	1.00	1.00	-	(1.00)	-	Existing Limited Term extended for 1 YR
Performance Analyst	1.00	-	-	1.00	-	-	1.00	
Procurement Manager	1.00	-	-	1.00	-	-	1.00	
Procurement Specialist	5.00	-	1.00	6.00	-	-	6.00	New Regular added to support increase in capital projects
Public Records Coordinator	1.00	-	-	1.00	-	-	1.00	
Records Manager	-	-	1.00	1.00	-	-	1.00	New Regular added to supervise Records Management Team and implement CW Records Program
Senior Accounting Clerk	10.00	-	(3.00)	7.00	-	-	7.00	Existing Regular eliminated due to VPD's 2020 Funding mechanism changes
Support Specialist I	1.00	(1.00)	1.00	1.00	-	-	1.00	Existing Limited Term extended for additional 2 YR to support Central Records
Support Specialist III	2.00	-	-	2.00	-	-	2.00	
Treasurer	1.00	-	-	1.00	-	-	1.00	
Human Resources								
Analyst	1.00	-	-	1.00	-	-	1.00	
Benefits Administrator	1.00	-	-	1.00	-	-	1.00	
Classification and Compensation Analyst	1.00	-	-	1.00	-	-	1.00	
Departmental Aide	2.05	(0.50)	-	1.55	-	-	1.55	Existing Regular relocated to Water Maintenance
Employee and Labor Relations Analyst	2.00	-	-	2.00	-	-	2.00	
HR Assistant	1.00	-	-	1.00	-	-	1.00	
HR Deputy Director	1.00	-	-	1.00	-	-	1.00	
Human Resources Assistant	4.00	-	-	4.00	-	-	4.00	
Human Resources Director	1.00	-	-	1.00	-	-	1.00	
Support Specialist III	1.00	(1.00)	1.00	1.00	-	-	1.00	Existing Limited Term extended for additional 2 YR to support labor and contract negotiations & provide backup for HR functions
Training and Development Specialist	1.00	-	-	1.00	-	-	1.00	
Information Technology								
Computer Support Specialist	4.00	(1.00)	1.00	4.00	-	-	4.00	Existing Limited Term converted to Regular to support VPD
Developer	1.00	-	-	1.00	-	-	1.00	
Help Desk Specialist	2.00	-	-	2.00	-	-	2.00	
Information Technology Services Manager	1.00	-	-	1.00	-	-	1.00	
IT Analyst D	1.00	-	-	1.00	-	-	1.00	
IT Application Services Manager	1.00	-	-	1.00	-	-	1.00	
IT Systems Analyst	9.75	(1.00)	-	8.75	-	-	8.75	Existing Limited Term reclassified to Regular IT Systems Analyst C

	2018 Budget	2019 Baseline Adj from 2018	2019 Adopted Budget Adj	2019 Adopted Budget	2020 Baseline Adj from 2019	2020 Adopted Budget Adj	2020 Adopted Budget	Notes on Changes
IT Systems Analyst B	1.00	(1.00)	-	-	-	-	-	Existing Limited Term position ended 2018
IT Systems Analyst C	3.00	-	3.00	6.00	-	1.00	7.00	New Regular to support GIS Program (2020), New Regular reclassified from Limited Term IT Systems Analyst, New Regular for Infor's Utility Billing and New 2 YR Limited Term to support Infor's CDR module
IT Systems Analyst D	3.00	-	1.00	4.00	-	-	4.00	New Regular to support GIS program
IT Technical Services Manager	1.00	-	-	1.00	-	-	1.00	
Lead Computer Support Specialist	1.00	-	-	1.00	-	-	1.00	
Senior Computer Support Specialist	2.00	-	-	2.00	-	-	2.00	
Support Specialist III	1.00	-	-	1.00	-	-	1.00	
Legal Service - Civil								
Assistant City Attorney	-	7.00	-	7.00	-	-	7.00	Position(s) relocated from General Fund
Chief Assistant City Attorney	-	1.00	-	1.00	-	-	1.00	Position(s) relocated from General Fund
City Attorney	-	1.00	-	1.00	-	-	1.00	Position(s) relocated from General Fund
Legal Assistant	-	2.00	-	2.00	-	-	2.00	Position(s) relocated from General Fund
Legal Secretary	-	0.50	0.50	1.00	-	-	1.00	Position(s) relocated from General Fund and New 2 YR limited Term to support Urban Camping Impact Reduction Program
Senior Legal Assistant	-	1.00	-	1.00	-	-	1.00	Position(s) relocated from General Fund
City/County Cable TV Fund								
Cable TV								
Support Specialist II	1.00	-	-	1.00	-	-	1.00	
Video Producer	2.00	-	-	2.00	-	-	2.00	
Video Services Coordinator	1.00	-	-	1.00	-	-	1.00	
Video Services Manager	1.00	-	-	1.00	-	-	1.00	
Total FTE	1,113.15	(10.25)	57.25	1,160.15	(2.00)	22.25	1,180.40	

2019-2020 Budget**CAPITAL PROJECTS BY DEPARTMENT****Total 2019-2020 Budget****GENERAL CAPITAL PROJECTS**

VDA Public Art (funded by Columbia Art Center Reserve)	871,757
Pearson Field - Pavement Rehab Construction Project	1,815,000
Pearson Field - Capital Design Project	350,000
Future Fire Station 11	10,179,099
Fire Capital Contingency	53,000
City Hall Parking Lot Annex (former Petlock land)	279,750
Tower Mall Demolition	2,160,000
Fire/Security Upgrades	279,230
Facilities Contingency	302,400
GGov - City Hall	630,000
GGov - Historic Museum	195,000
Webber Machine Building	50,000
Esther Short Park	60,000
Firstenburg Community Center	1,785,000
Luepke Senior Center	310,000
Marine Park	120,000
Marshall Community Center Generator Installation	732,113
Fire Station 1	120,000
Fire Station 2	3,000
Fire Station 3	60,000
Fire Station 4	248,340
Fire Station 5	505,000
Fire Station 7	170,000
Fire Station 8	206,250
Fire Station 9	335,000
Fire Station 10	135,000
VPD East Precinct	1,015,000
VPD Evidence	275,000
VPD Headquarters	270,000
VPD West Precinct	1,190,000
Operations Center Redevelopment	2,661,632
Interfund Charges	50,672

Total General Capital Construction Projects	27,417,243
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PARKS CAPITAL PROJECTS

City Park Capital Repair	12,588
Sportsfield Improvements	117,411
First Place Park Playground	460,196
North Image NH Park Expansion	2,194,897
Parks Operations & Maintenance	600,000
Marshall Park Inclusive Nature Play for All	37,500
Edgewood Park ADA Improvements - 2018 Grant Award	100,000
Memory/Mill Plain Park ADA Improvements - 2018 Grant Award	15,000
General Anderson Park ADA Improvements - 2018 Grant Award	175,000
Burnt Bridge Creek Park ADA Improvements - 2018 Grant Award	85,000

2019-2020 Budget**CAPITAL PROJECTS BY DEPARTMENT****Total 2019-2020 Budget**

Hearthwood Park ADA Improvements - 2018 Grant Award	80,000
Heritage Park ADA Improvements - 2018 Grant Award	18,000
Esther Short Park ADA Improvements - 2018 Grant Award	30,000
Acquisition - District 2	309,500
Acquisition - District 3	73,172
Acquisition - District 4	2,703,100
Shaffer COM Expansion	93,687
Clear Meadows Park	298,971
Summers Walk Park	300,000
Dubois Park	590,000
N4-2 Park	300,000
Interfund Charges	88,018
Total Parks Capital Projects	8,682,040

TRANSPORTATION/STREETS CAPITAL PROJECTS

Mill Plain Blvd - 104th to NE Chkalov Dr.	3,000,000
SE 20th ST at 176th AVE & 183rd AVE	19,840
SE Hearthwood & SE 1st St	287,576
Vancouver Waterfront Access Project	700,000
SE 20th Street Median	24,000
137th Ave Corridor - 49th to Fourth Plain	3,854,096
NE St Johns Rd & 68th Av	17,630
Mill Plain Blvd Arrival on Green Improvement Project	97,600
Norris and 4th Plain Signal Improvement	333,238
LED Street Light Retrofit	4,815,500
Evergreen Highway Trail Phase II	48,160
Evergreen Trail - Chelsea to Image	140,000
Fort Vancouver/McLoughlin Sidewalk Infill and Hawk Signal	25,000
SE 1st St - 164th to 192nd	425,000
NE 18th St - NE Four Seasons Ln to NE 136th Ave	20,000
NE 18th St - 97th Ave to 107th Ave	3,168,240
Debt	127,349
Interfund Charges	275,278
<u>Street Initiatives Capital Projects</u>	
32nd Avenue Extension Feasibility Study	120,000
Traffic Signal and Lighting Sustainability	1,133,480
Multimodal Safety and Accessibility Program	1,451,536
NE 112th Ave Sidewalk - Chkalov St to 9th St	150,000
Columbia Street Retrofit - NW 45th St to Columbia Way	100,000
NTSA REET Administration - Fund 331	20,000
2018 Neighborhood Traffic Management Program	200,000
Non-Programmed Safety (fund 331)	200,000
NW Neighborhood Connectivity (NW 43rd Street to NW 53rd Street_Lincoln Sidewalks)	100,000
2019 Neighborhood Traffic Management Program	270,000
2020 Neighborhood Traffic Management Program	270,000
Interfund Charges	10,042

2019-2020 Budget**CAPITAL PROJECTS BY DEPARTMENT****Total 2019-2020 Budget****Total Transportation Capital 21,403,565****SEWER CAPITAL PROJECTS****SCIP Projects**

Demand Response - SCIP	500,000
Evergreen Airpark North (30 homes)	30,000
Premier Acres (70 homes)	2,142
Evergreen Estates	700,000
Evergreen Highlands	150,000
Fruit Lawn	400,000
Central Vancouver - South SCIP (186 homes)	550,000
West Vancouver	3,086,360
East Vancouver - North(392 Parcels)	3,000,000
Evergreen Hwy - Ellsworth to 112th Ave (8 Homes)	4,988

Total SCIP Projects 8,423,490**Collection & Treatment Projects**

Andresen Diversion Gate Valve	100,000
IR - Interceptor Rehabilitation	2,300,000
Manhole/Wye Rehabilitation	221,846
Basin A-20-1 & Force Main Relocation(59th Street)	160,000
NE 137th Avenue, 49th to Fourth Plain	250,000
Capital Preservation - Collection System	2,500,000
63rd St Pump Station re-build/relocate	1,300,000
SE 1st St, 164th to 192nd Ave Design	60,000
NE 137th Ave - 49th to Fourth Plain	430,000
Mill Plain - SE 102nd Ave to Chaklov	60,000
Lagoon Aeration Upgrade	1,500,000
FBF Heat Exchanger Equipment Replacement	700,000
Lagoon Blower Upgrade	300,000
Burnt Bridge Creek Pump Station Upgrade	400,000
Aeration Membrane Upgrade	35,000
Capital Preservation and Compliance (2)	900,000
CP&C 4 Multi Coating Projects	35,000
Process Controls Electronics	9,417,976
NE Drexel	200,000
NE 152nd Ave At NE 43rd St Sewer Realignment	150,000
Southside Interceptor Rehab PH 1	2,600,000
Wastewater Collection SCADA	300,000
Lagoon Upgrade Engineering Design	286,920
Westside Electrical Upgrade Design	3,500,000
SE 164th Ave Rehab	800,000
G2-1 Trunk Interceptor Rehab	130,000
Southside Interceptor Rehab Ph 2	2,800,000
Southside Interceptor Rehab Ph 3	200,000
Marine Park Blower	400,000
Westside Blower	400,000

2019-2020 Budget**CAPITAL PROJECTS BY DEPARTMENT****Total 2019-2020 Budget**

Debt Service	934,000
Interfund Charges	73,934
Total Collection & Treatment Projects	33,444,676
Total Sewer Capital Projects	41,868,166

DRAINAGE CAPITAL PROJECTS

WDOT Fee Projects 2005-2006 ongoing	468,000
Stormwater Retrofits-Demand Response	210,000
NE 162nd Ave. WQ Treatments	50,000
Design Grant - Burton Channel Retrofits	189,000
Central Fourth Plain	70,000
Fruit Valley Rd (Design)	30,000
Primrose Court DS#105	23,000
Lower Grand Area Green Street (Future Grant List)	1,100,000
Columbia Slope Culvert - Mill Creek	544,309
Columbia Slope Culvert - Chelsea	145,000
SE 17th Street Outfall	15,000
Stormwater Retrofits-Demand Response (Drainage Problems)	505,192
NE Ross Street LID Retrofit	40,000
Expanded Private Stormwater Facility Inspection Program Grant	131,000
NPDES TMDL Watershed Health & Water Quality Monitoring	318,000
NE Fourth Plain(123rd-131st South) Water Quality Retrofits - Grant	271,000
East Orchards Fourth Plain Water Quality Retrofits - Grant	273,000
Blandford Drive Subbasins LID Retrofits - Grant	45,000
Re-evaluation and Assessment	120,000
2018 Stormwater Capacity Grant	34,273
Interfund Charges	106,360
Total Drainage Capital Projects	4,688,134

WATER CAPITAL PROJECTS**Water Projects**

PRV Flowmeters/Scada System Connections	114,652
Port Water System Upgrade	300,000
Water Rights Utilization Study WS 6,8,15	60,000
Water Works Park 3.0 MG Reservoir and Seismic Upgrade	18,980,000
Water Pump house Roofing Replacement	200,000
Operations Center Redevelopment	6,229,080
Sodium Hypo Gen System Ellsworth	750,000
Sodium Hypo Gen System WS 9	1,300,000
Water Tower 5,6,7 Seismic Improvements	55,000
WS 5 Reservoir, Pump, E-Power	1,030,000
Sodium Hypo Gen System WS 15	400,000
Water Station 4 Well 4 Building Replacement	400,000
WS 5 Tower Internal Coating	500,000
WS 6 Tower Internal/External Coating	1,000,000
Water Demand Response	600,000

2019-2020 Budget**CAPITAL PROJECTS BY DEPARTMENT****Total 2019-2020 Budget**

Water Main NE 49th St - NE 15th Ave to NE 40th Ave	730,000
WS 5 to WS 9 Transmission Main	3,500,000
WS 5 Tank Altitude Valve	120,000
99th St Extension, 94th Ave to 104th Ave County	20,000
Leak Abatement	1,200,000
SCIP Coordination Projects	200,000
Rezone Study for Vancouver Low and Vancouver High	50,000
O & M Program Electronic Manual	300,000
41st St and 43rd St. Lincoln Ave. To Daniels St	740,000
4th Plain Blvd., 36th Ave to Lincoln Ave.(T-3)	2,350,000
Water Station 5 Reservoir Drain	40,000
WS 14 Well MCC Replacement	110,000
Ellsworth Valve Replacement	110,000
SCADA Firewall/Security/Data Concent/PLC So	716,000
SCADA Software	53,000
Water Main NE 49th St-NE 15th Ave to St Johns	100,000
SE 1st St - Transportation Coordination	360,000
Interfund Charges	95,210

Total Water Projects	42,712,942
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CAPITAL PROJECTS SUMMARY

General Capital	27,417,243
Parks	8,682,040
Transportation/Streets	21,403,565
Sewer	41,868,166
Drainage	4,688,134
Water	42,712,942

Total Capital Projects	146,772,090
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2019 Non-union Salary Range Schedules**Positions by Exempt Range****1-1-2019 Annual Salary Ranges**

	Range Start	Range Mid-point	Top of the Range
23	\$163,044	\$187,542	\$212,040
City Attorney			
Fire Chief			
Police Chief			
22	\$155,280	\$178,608	\$201,936
Public Works Director			
21	\$147,888	\$170,106	\$192,324
Chief Financial Officer			
Community and Economic Development Director			
Human Resources Director			
Information Technology Director			
Parks and Recreation Director			
20	\$140,844	\$162,006	\$183,168
Assistant Police Chief			
Deputy Fire Chief			
19	\$134,160	\$154,296	\$174,432
Chief Assistant City Attorney			
18	\$127,524	\$146,652	\$165,780
None			
17	\$121,140	\$139,320	\$157,500
Deputy HR Director			
Deputy Finance Director			
Engineering and Construction Services Manager			
Operations Manager			
Streets and Transportation Manager			
16	\$115,104	\$132,360	\$149,616
Assistant City Attorney III			
City Prosecutor			
Communications Director			
Fire Marshal			
IT Application Services Manager			
IT Technical Services Manager			
Project & Policy Development Manager			

	Range Start	Range Mid-point	Top of the Range
15 Development Review Division Manager Economic Development Division Manager Recreation Services Manager	\$109,332	\$125,730	\$142,128
14 Assistant City Attorney II Treasurer	\$103,872	\$119,454	\$135,036
13 Accounting Manager Building Official Engineering Manager Finance and Asset Manager Procurement Manager	\$98,688	\$113,496	\$128,304
12 Airport Manager Emergency Preparedness Manager Risk and Safety Manager Senior Civil Engineer Senior Traffic Engineer	\$93,756	\$107,820	\$121,884
11 Assistant Building Official City Surveyor Community Dev Manager Environmental Services Manager Equipment Superintendent Facilities Superintendent IT Systems Analyst D Long Range Planning Program Manager Operations Superintendent Utilities Administration Manager	\$89,064	\$102,420	\$115,776
10 Capital Projects Manager Land Use Program Manager Performance Analyst D Principal Planner	\$84,600	\$97,302	\$110,004

	Range Start	Range Mid-point	Top of the Range
9	\$80,376	\$92,436	\$104,496
Benefits Administrator			
Business Intelligence Analyst			
Civil Engineer			
IT Systems Analyst C			
Parking Manager			
Recreation Facility Manager			
Traffic Engineer			
Video Services Manager			
Water Resource Engineer			
Senior Budget Analyst			
8	\$76,344	\$87,798	\$99,252
Auditing Analyst			
Assistant City Attorney I			
Environmental Scientist			
ER/LR Analyst			
Financial Analyst C			
IT Systems Analyst B			
Police Records Manager			
Property Management Specialist C			
Senior Planner			
Training and Development Specialist			
7	\$72,540	\$83,424	\$94,308
Associate Civil Engineer			
Budget Analyst			
Community Relations Specialist C			
Emergency Equipment Supervisor			
EMS Program Administrator			
Equipment Mechanic Supervisor			
Finance and Logistics Supervisor			
Park Developer C			
Permit Center Supervisor			
Safety Officer			
Technical Engineering Supervisor			
Workers' Compensation Specialist			
6	\$68,904	\$79,242	\$89,580
Accountant C			
Classification/Compensation Analyst			
Finance Supervisor II			

	Range Start	Range Mid-point	Top of the Range
Financial Analyst B			
HRIS/Leave Analyst			
Management Analyst B			
Recreation Services Supervisor			
Safety Coordinator			
Solid Waste Supervisor			
Special Events Manager			
Urban Forester			
Volunteer Coordinator			
5	\$65,472	\$75,288	\$85,104
Associate Planner			
Parks Developer B			
Procurement Specialist D			
Utility Service Supervisor			
4	\$62,208	\$71,526	\$80,844
Administrative Assistant to the City Manager			
CDBG Coordinator			
Evidence Supervisor			
IT Systems Analyst A			
Police Records Supervisor			
Senior Legal Assistant			
3	\$59,088	\$67,944	\$76,800
Loss Control Specialist			
2	\$56,124	\$64,542	\$72,960
Construction Project Coordinator			
1	\$51,744	\$59,514	\$67,284
Parking Enforcement Supervisor			

	Range Start	Range Mid-point	Top of the Range
Salaried Positions by Non-Exempt Range			
	1-1-2019 Annual Salary Ranges		
	Range Start	Range Mid-point	Top of the Range
13	\$76,800	\$86,400	\$96,000
Sr Computer Forensics Specialist			
12	\$72,984	\$82,098	\$91,212
None			
11	\$69,324	\$77,982	\$86,640
Lead Computer Support Spec			
Sr Computer Support Spec			
10	\$66,036	\$74,280	\$82,524
Computer Forensics Specialist			
Neighborhood Coordinator			
Procurement Specialist C			
Solid Waste Analyst B			
9	\$62,748	\$70,578	\$78,408
Accountant B			
Citizen Liason			
Communications Specialist			
Computer Support Specialist			
Educator			
Help Desk Specialist			
Web Content Manager			
8	\$59,604	\$67,050	\$74,496
Assistant to the City Council			
Material Control Coordinator			
Procurement Specialist B			
Video Producer			
7	\$56,604	\$63,684	\$70,764
Administrative Assistant			
Assistant Planner			
Financial Analyst A			
Human Resources Assistant			
Park Developer A			
Program Coordinator			
Risk Analyst A			
Video Services Coordinator			
6	\$53,784	\$60,510	\$67,236
Accountant A			

	Range Start	Range Mid-point	Top of the Range
Communications Coordinator			
5	\$51,084	\$57,468	\$63,852
Procurement Specialist A			
4	\$48,528	\$54,600	\$60,672
IT Technical Specialist A			
Support Specialist III			
3	\$46,008	\$51,750	\$57,492
None			
2	\$43,788	\$49,278	\$54,768
Support Specialist II			
1	\$41,604	\$46,812	\$52,020
None			
Departmental Aide	\$27,040	\$30,160	\$33,280



Staff Report 169-18

TO: Mayor and City Council

FROM: Eric Holmes, City Manager

DATE: 11/19/2018

SUBJECT 2019-2020 City of Vancouver Biennial Operating and Capital Budget

Key Points

- The 2019-2020 Biennial Budget appropriates \$1.2 billion for Operating and Capital Budgets.
- 79.5 new full time equivalent (FTE) positions are added, bringing the total City FTE complement to 1,180.4 by 2020.
- The budget is balanced by ongoing revenues and available cash resources. It assumes a 1% property tax revenue increase in both 2019 and 2020, inflationary increases in fees, including Fire fees.

Strategic Plan Alignment

The 2019-2020 biennial budget includes programs and projects that advance the City's Strategic Plan on many fronts and contribute to Vancouver becoming a more safe, welcoming, vibrant and prosperous city.

Present Situation

The City of Vancouver 2019-2020 Biennial Budget has been prepared for approval. The Recommended Budget was published by the City Manager on October 1, 2018, and was presented to Council in workshops held on October 15 and 22.

The 2019-2020 Biennial Budget appropriates \$1.2 billion for both operating and capital expenses, a 3.7% increase over the current 2017-18 budget. A total of \$954.8 million is appropriated for all City operating funds and \$245.4 million for capital funds and related funding. There are 79.5 full time equivalent (FTE) positions added bringing the total to 1,180.4 FTEs by the end of 2020, a 6% increase over the 2018 current budget.

The 2019-2020 Budget is balanced by ongoing revenues and available cash resources. The Budget relies on new revenues generated by a 1% property tax increase and from a previously adopted utility tax rate increase of approximately 4% in Water, Sewer and Drainage and 3% in

Solid Waste in each year of the biennium.

A total of \$458.7 million is appropriated in the General, Street, and Fire operating funds, and an additional \$496.1 million is appropriated in all other operating funds. All appropriations are consistent with the budget framework reviewed and affirmed with Council at the beginning of the year as well as with relevant workshops over the course of the year regarding capital investments and certain operating programs.

A prolonged period of relative fiscal stability has allowed the City to reassess the community's greatest needs and respond by continuing to improve service levels in key areas during the 2019-2020 biennium, including: police, fire inspections, parks greening and maintenance, construction and utilities and administrative services. The City continues to make progress in funding deferred maintenance and asset replacement on a pay-as-you-go basis.

Following are highlights of the additional programs added or expanded in the 2019-2020 Budget in the General, Street and Fire funds:

- A total of 17.0 new FTEs were added to the Police Department, including Police Officers, Police Service Technicians, and police support positions to address specific staffing and administrative requirements. These new positions represent the last phase of the increase in traffic, investigative and community engagement police services funded by dedicated revenue increases over the 2017-2020 time period.
- A cross-department team, including a 1.0 FTE Coordinator in the City Manager's Office, 0.5 FTE in Legal, 1.0 FTE in Code Enforcement and one additional 1.0 FTE Police Officer position, along with mental health and substance addiction case management services, will provide a more focused and coordinated response addressing issues related to homelessness in the City. The Budget also includes funding for maintenance of the homeless day center and other resources to continue addressing issues related to homelessness.
- Budget to complete the Heights District plan as well as demolish the former Tower Mall structure, which will create a blueprint and begin preparation of the site for reinvigorating central Vancouver and capitalizing on the planned Mill Plain Corridor Bus Rapid Transit investments.
- A total of 13.0 new FTE positions to staff the new Fire Station 11 that is anticipated to be completed by the end of the biennium. The new positions as well as the construction of Fire Station 11 are funded largely by Fire District 5.
- The Budget re-establishes an Arts and Cultural program by creating a dedicated 1.0 FTE to act as a dedicated resource for a new Vancouver Cultural Commission, help with creation and administration of an art grants program, and coordinate public art maintenance. The Budget also appropriates seed dollars to partner with the Vancouver school District in building the Art and Innovation Campus as well as a possible community arts center.
- A total of 2.0 new FTE positions in parks maintenance were added in 2020 to continue the effort of keeping turf in city parks green and maintained.
- The Pavement Management program added 2.0 new FTE positions to match a planned increase in size and scope of the Pavement Management program. The project increase as well as the new positions are fully funded by the dedicated Street Funding Initiative revenues.
- The SUV pilot project in the Fire Fund has proven to be a cost effective method of augmenting high priority medical call response, and the Budget converts these limited-term staff to regular positions. The Budget also adds 5.0 new FTEs in the Fire Marshal's Office

to continue working through the fire inspection backlog with the goal of achieving a regular two-year re-inspection cycle of city's businesses. The program is almost fully self-sufficient.

Major budget changes in other City Funds include:

- A total net new 7.5 FTE positions is added in the Internal Administrative Services fund to support the increased demand for services driven by the City's expanding capital and operating programs. Of these new positions, 2.0 of the FTEs will implement the expanded citywide GIS program, 1.0 FTE and a 1.0 FTE will be dedicated to improving the City's records program. Staffing was also added in Information Technology, Human Resources and procurement.
- One FTE position was added to the Building fund to address the increased complexity of development projects. The construction activity is scheduled to significantly increase over the next few years due to a number of multi-story buildings and new school buildings that are currently in permitting.
- 17.5 new FTE positions were added in Public Works to support the increasing demand from the Utilities capital program and service level demands.
- Grounds and facilities maintenance function is being moved to a new internal services fund and Civil Legal is being moved to the Support Services Fund.
- The Budget maintains market relevance for compensation to ensure that the City maintains the competitiveness needed to retain and recruit its workforce, and affirms the 2017-2018 staffing levels as a baseline in other service areas.

2019-2020 Capital Budget

Of the City's nearly \$1.5 billion in assets, approximately 80% are capital (building, streets, land, utility lines, etc.). Stewardship of these capital assets is critical to efficient, effective, and sustainable service delivery. While the true cost to manage these assets through their lifetime is daunting, the City has been making meaningful, strategic investments in our assets without adding new debt. The same trend is evident in the 2019-2020 Biennial Budget.

Attachment C to the Budget Ordinance includes a list of all projects included in the City of Vancouver's 2019-2020 \$245.4 million capital program, of which \$98.6 million is related to funding transfers. Below are some highlights:

- Utilities projects totaling \$89.3 million, include:
 - Water fund projects totaling \$42.7 million for the Water Works Park reservoir and seismic upgrade of \$19.0 million, continuing Operations Center design of \$6.2 million, Water Stations improvements, and other smaller projects.
 - Sewer utility appropriation totaling \$41.9 million includes an \$8.4 million two-year Sewer Connection Incentive Program (SCIP) to expand sewer service to 600 new homes, \$9.4 million for process controls electronics upgrades, \$3.5 million for a westside electrical upgrade design, and a variety of other collection and treatment projects.
 - A \$4.7 million two-year program in Drainage to keep up with the NPDES regulations.
- New Fire Station 11 construction primarily funded by Fire District 5 expected to be completed in 2020-2022.
- General Capital asset management program of \$10.3 including roof replacements, major maintenance, pervious surface upgrading, sealing, painting, and HVAC repairs at various city facilities.

- The Budget allocates \$21.4 million for transportation funding, including the following projects:
 - Mill Plain Blvd from 104th St to NE Chkalov Dr.;
 - 137th Ave corridor between 49th St and Fourth Plain;
 - 18th St from NE Four Seasons Lane to NE 136th Ave;
 - LED street light retrofit of 13,000 City lights;
 - \$4.0 million in projects funded by the Street Funding Initiative capital program.
- A \$1.8 million Pearson Airfield phase one of the mostly federally-funded runway replacement project.
- Parks and Trails capital program totaling \$8.7 million including major renovations and expansions at the North Image Park, Dubois Park, First Place Park, Clear Meadows Park, Summers Walk Park, and new land acquisitions using the City's PIF resources.

Proposal: To approve the 2019-2020 Biennial Operating and Capital Budget Ordinance.

Advantage(s)

1. The proposed budget will ensure that the City remains in compliance with state statutes that require all City expenditures to have an appropriation approved by ordinance.
2. The proposed budget will allow the City to provide valuable services to city residents in a variety of high-priority areas while maintaining a system of reserves that contribute to fiscal health and resiliency.

Disadvantage(s)

New ongoing expenses are included.

Prior Council Review

- Council Retreat on February 23, 2018
- Workshops on capital Transportation Improvement Program (TIP), Capital Improvement Program (CIP) and other policy initiatives throughout 2018.
- 2019-20 Recommended Operating Budget presented at workshop on October 15, 2018
- 2019-20 Recommended Capital Budget presented at workshop on October 22, 2018

Action Requested

On Monday, November 19, 2018, subject to second reading and public hearing, approve ordinance.

Natasha Ramras, Chief Financial Officer, 487-8484

ATTACHMENTS:

- ▣ 2019-2020 Biennial Budget Ordinance
- ▣ Attachment A
- ▣ Attachment B
- ▣ Attachment C
- ▣ Attachment D

11/05/18
11/19/18

ORDINANCE M-M-4249

AN ORDINANCE relating to and adopting the budget for the City of Vancouver for the 2019-2020 fiscal biennium; creating a new fund; providing for ratification and for an effective date.

WHEREAS, as set forth in Staff Report 169-18, following presentations of the City Manager's Recommended Budget on October 15th and 22nd, the proposed 2019-2020 Biennial Budget has been prepared for approval; and

WHEREAS, upon due and proper legal notice, Vancouver City Council held a public hearing to consider the City's 2019-2020 Biennial Budget.

NOW THEREFORE,

BE IT ORDAINED BY THE CITY OF VANCOUVER:

Section 1. The City Council of the City of Vancouver in due time received and placed on file a preliminary budget for the 2019-2020 fiscal biennium, prepared in compliance with Ch.35.34 RCW and with Ch. 3.24 VMC. The recommended budget includes all estimates of receipts and expenditures for the next fiscal biennium fully detailed in accordance with RCW 35.34.060. Council advertised and properly held all required public hearings thereon. The City Council pursuant to RCW 35.34.120 has made such adjustments and changes to the preliminary 2019-2020 budget as it deems necessary or proper at this time. Said Budget for the 2019-2020 fiscal biennium for the City of Vancouver, as revised, which is now on file in the Office of the

City Clerk, is by reference incorporated herein, approved and by this ordinance adopted, and shall be prepared in publication form.

Section 2. Each and every separate item on the operating and capital budget as finally determined is hereby fixed and determined in the amount set forth in the 2019-2020 Adopted budget, and as required by RCW 35.34.120. There is hereby set forth in summary form the totals of appropriations for each separate fund and the aggregate totals for all such funds combined, as set forth in Attachment "A" of this ordinance. Attachment "C" outlines specific capital projects included in the 2019-2020 City of Vancouver Capital Budget.

Section 3. A total of net 79.5 full-time equivalent positions citywide are added in the 2019-2020 biennium, as identified in Attachment "B" of this ordinance. The position adjustments shall be made consistent with applicable civil service rules and personnel regulations. Attachment "D" of this ordinance contains salary schedules that are hereby adopted for positions not covered by labor agreements.

Section 4. The present budget accordingly includes estimates of the scheduled salary step increases and allocates funds in accordance with settled union contracts. The City will shortly be engaged in collective bargaining with most major unions for 2019-2020. When bargaining and negotiations are completed, the budget may be amended to adjust salaries in accordance therewith.

Section 5. A separate City internal service fund is created to account for the revenues and expenses associated with providing grounds and facilities maintenance services to all city departments. This fund is named the "Grounds and Facilities Services Fund".

Section 6. Those acts taken pursuant to this ordinance, but prior to its effective date are hereby ratified and confirmed.

Section 7. Effective Date. This ordinance shall go into effect immediately upon final passage and publication.

Read first time: November 5, 2018

Ayes: Councilmembers Lebowsky, Glover, Stober, Topper, Turlay, Hansen, Mayor McEnerny-Ogle

Nay: None

Absent None

Read second time: November 19, 2018

PASSED BY THE FOLLOWING VOTE: 6-0

Ayes: Councilmembers Lebowsky, Glover, Stober, Topper, Hansen, Mayor McEnerny-Ogle

Nays: None

Absent: Councilmember Turlay

SIGNED this 19th day of November, 2016

Anne McEnerny-Ogle, Mayor

Attest:

Natasha Ramras, City Clerk

By: Carrie Lewellen, Deputy City Clerk

Approved as to form:

E. Bronson Potter, City Attorney

SUMMARY

ORDINANCE M-4249

AN ORDINANCE relating to and adopting the budget for the City of Vancouver for the 2019-2020 fiscal biennium; creating a new fund; providing for ratification and for an effective date.

The full text of this ordinance will be mailed upon request. Contact Raelyn McJilton, Records Officer at 487-8711, or via www.cityofvancouver.us (Go to City Government and Public Records).

Budget Appropriation by Fund**Total 2019-
2020 Budget****Operating Budget****General, Street, and Fire Funds**

General Fund	334,262,989
Street Fund	32,939,513
Fire Fund	91,489,754
Total General, Street, and Fire Funds	458,692,256

Special Revenue Funds

Street Funding Initiative - Operating Fund	17,493,772
Investigative Fund	122,878
Drug Enforcement Fund	623,568
CED Grants	4,080,251
Tourism Fund	3,954,452
Affordable Housing	12,070,524
Parkhill Cemetery Improvement Fund	1,687,757
Criminal Justice Fund	420,565
Transportation Special Revenue Fund	3,920,974
REET 1 (2002 Special Revenue Fund)	3,909,221
Parks & Recreation Special Revenue Fund	20,460
Downtown Initiatives Fund	260,569
VNHR Properties	1,500,471
Senior Messenger Fund	696,432
Fire Equipment Fund	4,862,774
Emergency Ambulance Services Contract Admin Fund	1,467,212

Debt Service Funds

G O Debt Service Fund	18,326,603
L I D Debt Fund	39,900

Capital Fund

Fire Acquisition Fund	880,379
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Enterprise Funds

City Tree Reserve Fund	85,033
Surface Water Management Fund	36,779,918
Water Utility Fund	80,888,971
SCIP Fund	1,800,000
Utility Customer Assistance	60,000
Water Revenue Bond Debt Service Fund	157,385
Sewer Revenue Bond Debt Service Fund	7,711,865
Debt Service Reserves	3,936,000

Operating Budget

Sewer Utility Fund	80,399,245
Sewer System Development	7,500,000
Airport Fund	1,075,338
Building Inspection Fund	13,600,018
Solid Waste Fund	6,471,330
Parking Services Fund	6,840,870
Tennis Center Fund	2,052,052

Internal Service Funds

Equipment Services Operations Fund	14,589,366
Equipment Services Capital Fund	17,106,644
Computer Repair & Replacement	8,045,287
Grounds and Facilities Services Fund	20,881,070
Self-Insured Worker's Comp & Liability Fund	12,445,618
Internal Administrative Services Fund	35,892,883
Benefits Fund	29,269,055
Self-Insured Health Insurance Fund	19,351,898

Fiduciary Funds

SW Washington Regional SWAT Team Fund	518,651
Police Pension Trust Fund	2,382,847
Fire Pension Trust Fund	3,652,676
Transportation Benefit District	2,096,690
City/County Cable TV Fund	2,331,206
PEG Capital Support Fund	1,800,000

Total Operating Expense Budget	954,752,934
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Capital Budget

Capital Project Funds

Transportation Capital Fund	17,378,507
Street Funding Initiative - Capital Fund	4,025,058
General Fund Capital	871,757
Fire Acquisition Fund	12,045,625
Capital Improvement Fund	12,312,815
VNHR Property Capital	22,046
Parks Construction Fund (Capital Projects only)	8,682,040
Drainage Construction Fund	4,688,134
Water Construction Fund	42,712,942
Sewer Construction Fund	41,868,166
Airport	2,165,000

Total Capital Project Funds	146,772,090
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Operating Budget

Capital Funding Transfers Supporting COV Capital Projects Budget

General Fund	10,950,706
Street Fund	1,253,480
Street Funding Initiative Operating	2,161,500
Transportation Special Revenue Fund	706,789
REET 1 (2002 Special Revenue Fund)	200,000
Cascade TIF District	205,000
Pacific TIF District	385,000
Fire Fund	1,538,626
TIF - Vancouver	95,000
TIF - Evergreen	220,000
TIF - East City (South County)	218,636
TIF - I-205/Mill Plain Overlay	120,000
PIF - Acq & Dev District 2	899,500
PIF - Acq & Dev District 3	533,368
PIF - Acq & Dev District 4	3,602,085
PIF - Acq & Dev District 5	1,241,594
PIF - Acq & Dev District 7	93,687
PIF - District C	125,545
Transportation Capital Fund	1,453,734
2011 Transportation Bond Capital Fund	2,037,729
Surface Water Management Fund	1,500,000
Water Utility Fund	15,000,000
Systems Development Reserves	6,500,000
Sewer Utility Fund	34,595,000
Facilities Asset Mgmt and Replacement Reserve Fund	10,831,191
Transportation Benefit District	2,151,536
Total Transfers for Capital	98,619,706
Total Capital Expense Budget	245,391,796
Total Operating and Capital Expense Budget	1,200,144,730

City of Vancouver 2019-2020 Adopted Biennium Budget
FTE by Fund - Department

Attachment B

	2018 Budget	2019 Baseline Adj from 2018	2019 Adopted Budget Adj	2019 Adopted Budget	2020 Baseline Adj from 2019	2020 Adopted Budget Adj	2020 Adopted Budget	Notes on Changes
General Fund								
City Council								
City Council Member	6.00	-	-	6.00	-	-	6.00	
Mayor of Vancouver	1.00	-	-	1.00	-	-	1.00	
City Managers Office								
Administrative Assistant to the City Manager	1.00	-	-	1.00	-	-	1.00	
Assistant City Manager	1.00	-	-	1.00	-	-	1.00	
Assistant to City Council	1.00	-	-	1.00	-	-	1.00	
Citizen Liaison	1.00	-	-	1.00	-	-	1.00	
City Manager	1.00	-	-	1.00	-	-	1.00	
Communications Coordinator	1.00	-	-	1.00	-	-	1.00	
Communications Manager	1.00	-	-	1.00	-	-	1.00	
Communications Specialist	1.00	-	-	1.00	-	-	1.00	
Community Relations Specialist	1.00	-	-	1.00	-	-	1.00	
Cultural Services Manager	-	-	1.00	1.00	-	-	1.00	New 2 YR Limited Term added to support Cultural Commission, Grant Program & Maintenance of City owned Public Art
Emergency Manager	1.00	-	-	1.00	-	-	1.00	
Homeless Response Coordinator	-	-	1.00	1.00	-	-	1.00	New 2 YR Limited Term added to support Urban Camping Impact Reduction program
Neighborhood Coordinator	1.00	-	-	1.00	-	-	1.00	
Program & Policy Development Manager	1.00	-	-	1.00	-	-	1.00	
Support Specialist II	1.00	-	-	1.00	-	-	1.00	
Support Specialist III	1.00	-	-	1.00	-	-	1.00	
Web Content Manager	1.00	-	-	1.00	-	-	1.00	
Community and Economic Development								
Associate Planner	3.00	(1.00)	2.00	4.00	-	(1.00)	3.00	Existing Grant Funded, Limited Term FTE added back for 2019 only; New 2-YR Limited Term added to assist Land Use Planner
CTR Coordinator	0.75	(0.75)	0.75	0.75	-	(0.75)	-	Existing Revenue Funded, Limited Term added back for 2019 only supported by state's Commute Trip Reduction Program
Long Range Planning Program Manager	1.00	-	-	1.00	-	-	1.00	
Planner	1.00	-	-	1.00	-	-	1.00	

	2018 Budget	2019 Baseline Adj from 2018	2019 Adopted Budget Adj	2019 Adopted Budget	2020 Baseline Adj from 2019	2020 Adopted Budget Adj	2020 Adopted Budget	Notes on Changes
Principal Planner	2.00	-	-	2.00	-	-	2.00	
Senior Planner	1.00	-	-	1.00	-	-	1.00	
Transportation Planning Manager	1.00	-	-	1.00	-	-	1.00	
Development Review Services								
Assistant Planner	2.00	-	-	2.00	-	-	2.00	
Associate Planner	2.00	-	-	2.00	-	-	2.00	
Code Enforcement Officer	4.00	-	1.00	5.00	-	-	5.00	New 2 YR Limited Term to support Urban Camping Impact Reduction Program.
Community Development Director	1.00	-	-	1.00	-	-	1.00	
Engineering Technician II	3.00	-	1.00	4.00	-	-	4.00	New Regular added to support PW Engineering
Land Use Supervisor	1.00	-	-	1.00	-	-	1.00	
Senior Planner	4.00	-	-	4.00	-	-	4.00	
Support Specialist	0.50	(0.50)	-	-	-	-	-	Existing Support Specialist reclassified to Support Specialist II
Support Specialist II	2.00	0.50	-	2.50	-	-	2.50	Existing Support Specialist reclassified to Support Specialist II
Facilities Maintenance								
Building Repair Specialist	3.00	(3.00)	-	-	-	-	-	Position(s) relocated to Grounds and Facilities Services Fund
Capital Project manager	1.00	(1.00)	-	-	-	-	-	Position(s) relocated to Grounds and Facilities Services Fund
Electrician	1.00	(1.00)	-	-	-	-	-	Position(s) relocated to Grounds and Facilities Services Fund
Facilities Maintenance Specialist	2.00	(2.00)	-	-	-	-	-	Position(s) relocated to Grounds and Facilities Services Fund
Facilities Maintenance Specialist I	1.00	(1.00)	-	-	-	-	-	Position(s) relocated to Grounds and Facilities Services Fund
HVAC Technician	2.00	(2.00)	-	-	-	-	-	Position(s) relocated to Grounds and Facilities Services Fund
Operations Superintendent	1.00	(1.00)	-	-	-	-	-	Position(s) relocated to Grounds and Facilities Services Fund
Public Works Supervisor	3.00	(3.00)	-	-	-	-	-	Position(s) relocated to Grounds and Facilities Services Fund
Real Property Specialist	1.00	(1.00)	-	-	-	-	-	Position(s) relocated to Grounds and Facilities Services Fund
Grounds Maintenance								
Grounds Maintenance Specialist	6.00	(6.00)	-	-	-	-	-	Position(s) relocated to Grounds and Facilities Services Fund
Maintenance Worker II	6.00	(6.00)	-	-	-	-	-	Position(s) relocated to Grounds and Facilities Services Fund
Maintenance Worker Lead	3.00	(3.00)	-	-	-	-	-	Position(s) relocated to Grounds and Facilities Services Fund
Public Works Supervisor	2.00	(2.00)	-	-	-	-	-	Position(s) relocated to Grounds and Facilities Services Fund
Legal Service - Criminal and Domestic Violence								
Assistant City Attorney	16.00	(7.00)	-	9.00	-	-	9.00	Position(s) relocated to Internal Administrative Services Fund
Chief Assistant City Attorney	1.00	(1.00)	-	-	-	-	-	Position(s) relocated to Internal Administrative Services Fund
City Attorney	1.00	(1.00)	-	-	-	-	-	Position(s) relocated to Internal Administrative Services Fund
City Prosecutor	1.00	-	-	1.00	-	-	1.00	

	2018 Budget	2019 Baseline Adj from 2018	2019 Adopted Budget Adj	2019 Adopted Budget	2020 Baseline Adj from 2019	2020 Adopted Budget Adj	2020 Adopted Budget	Notes on Changes
Investigator	1.00	-	-	1.00	-	-	1.00	
Legal Assistant	5.00	(2.00)	-	3.00	-	-	3.00	Position(s) relocated to Internal Administrative Services Fund
Legal Secretary	3.00	(0.50)	-	2.50	-	-	2.50	Position(s) relocated to Internal Administrative Services Fund
Program Coordinator I	1.75	-	-	1.75	-	-	1.75	
Senior Legal Assistant	2.00	(1.00)	-	1.00	-	-	1.00	Position(s) relocated to Internal Administrative Services Fund
Parks, Trails and Natural Resources								
Business Manager	1.00	-	-	1.00	-	-	1.00	
Community Relations Specialist	1.00	-	1.00	2.00	-	-	2.00	New 2 YR Limited Term to support communications & partnership/sponsorships
Facilities Assistant	0.75	-	0.25	1.00	-	-	1.00	New Regular to support reservations, permits & events
IT Technical Specialist	1.00	-	-	1.00	-	-	1.00	
Management Analyst	1.00	-	-	1.00	-	-	1.00	
Park Developer	1.00	-	-	1.00	-	-	1.00	
Parks and Recreation Director	1.00	-	-	1.00	-	-	1.00	
Recreation Specialist	0.75	-	-	0.75	-	-	0.75	
Senior Park Developer	1.00	-	-	1.00	-	-	1.00	
Senior Planner	1.00	-	-	1.00	-	-	1.00	
Support Specialist III	1.00	-	-	1.00	-	-	1.00	
Volunteer Coordinator	1.00	-	-	1.00	-	-	1.00	
Volunteer Program Assistant	-	-	0.75	0.75	-	-	0.75	New 3 YR Limited Term to support volunteer projects
Police Department								
Administrative Assistant	2.00	-	-	2.00	-	-	2.00	
Analyst	1.00	(1.00)	-	-	-	-	-	Existing Analyst reclassified as Crime Analyst
Assistant Police Chief	2.00	-	-	2.00	-	-	2.00	
Computer Forensics Specialist	2.00	-	-	2.00	-	-	2.00	
Crime Analyst	2.00	1.00	-	3.00	-	-	3.00	Existing Analyst reclassified as Crime Analyst
Evidence Coordinator	1.00	-	-	1.00	-	-	1.00	
Evidence Technician	3.00	-	-	3.00	-	-	3.00	
Finance and Logistics Supervisor	1.00	-	-	1.00	-	-	1.00	
Financial Analyst	1.00	-	-	1.00	-	-	1.00	
Lead Records Specialist	3.00	-	-	3.00	-	-	3.00	
Management Analyst	1.00	-	-	1.00	-	-	1.00	
Material Control Coordinator	1.00	-	-	1.00	-	-	1.00	
Police Chief	1.00	-	-	1.00	-	-	1.00	

	2018 Budget	2019 Baseline Adj from 2018	2019 Adopted Budget Adj	2019 Adopted Budget	2020 Baseline Adj from 2019	2020 Adopted Budget Adj	2020 Adopted Budget	Notes on Changes
Police Commander	4.00	-	-	4.00	-	-	4.00	
Police Corporal	18.00	-	-	18.00	-	-	18.00	
Police Lieutenant	8.00	-	-	8.00	-	-	8.00	
Police Officer	151.00	-	8.00	159.00	-	4.00	163.00	New Regular (11.0) added to support VPD 2020 Plan & (1.0) Urban Camping Reduction Program
Police Sergeant	34.00	-	1.00	35.00	-	2.00	37.00	New Regular added to support VPD 2020 Plan
Police Service Technician	16.00	-	2.00	18.00	-	-	18.00	New Regular added to support VPD 2020 Plan
Procurement Specialist	1.00	-	-	1.00	-	-	1.00	
Program Coordinator I	1.00	-	-	1.00	-	-	1.00	
Program Coordinator II	1.00	-	-	1.00	-	-	1.00	
Public Information Officer	1.00	-	-	1.00	-	-	1.00	
Records Manager	1.00	-	-	1.00	-	-	1.00	
Records Specialist	14.00	1.00	1.00	16.00	-	-	16.00	Existing Regular reclassified from Support Specialist II & New Regular added to support VPD 2020 Plan
Records Supervisor	3.00	-	-	3.00	-	-	3.00	
Resource Service Technician	1.00	-	-	1.00	-	-	1.00	
Senior Computer Forensics Investigator	1.00	-	-	1.00	-	-	1.00	
Support Specialist II	1.00	(1.00)	-	-	-	-	-	Existing Regular reclassified to Records Specialist
Support Specialist III	1.00	-	-	1.00	-	-	1.00	
Recreation Services								
Administrative Assistant	2.00	-	-	2.00	-	-	2.00	
Customer Service Representative	5.25	-	0.25	5.50	-	-	5.50	New Regular increase to support Marshall Center opening on Sunday
Departmental Aide	0.50	-	-	0.50	-	-	0.50	
Facilities Assistant	2.00	-	-	2.00	-	-	2.00	
Recreation Facility Manager	2.00	-	-	2.00	-	-	2.00	
Recreation Specialist	15.25	-	0.50	15.75	-	-	15.75	New Regular increase to support Waterfront Park Waterfeature & Marshall Pool
Street Fund								
Pavement Management & Street Design								
Civil Engineer	1.00	-	-	1.00	-	-	1.00	
Engineering Manager	1.00	-	-	1.00	-	-	1.00	
Engineering Specialist	2.00	-	-	2.00	-	-	2.00	
Senior Civil Engineer	2.00	-	-	2.00	-	-	2.00	
Senior Construction Inspector	2.00	-	-	2.00	-	-	2.00	

	2018 Budget	2019 Baseline Adj from 2018	2019 Adopted Budget Adj	2019 Adopted Budget	2020 Baseline Adj from 2019	2020 Adopted Budget Adj	2020 Adopted Budget	Notes on Changes
Senior Engineering Technician	1.00	-	1.00	2.00	-	-	2.00	New Regular to support Transportation with GIS & Asset Management
Street Maintenance								
Deputy Transportation Services Manager	1.00	-	-	1.00	-	-	1.00	
Maintenance Worker I	1.00	-	-	1.00	-	-	1.00	
Maintenance Worker II	14.00	-	-	14.00	-	-	14.00	
Maintenance Worker Lead	3.00	-	-	3.00	-	-	3.00	
Operations Superintendent	1.00	-	-	1.00	-	-	1.00	
Public Works Supervisor	2.00	-	-	2.00	-	-	2.00	
Traffic Engineering & Operations								
Senior Engineering Technician	1.00	-	-	1.00	-	-	1.00	
Senior Traffic Engineer	1.00	-	-	1.00	-	-	1.00	
Street Light Technician II	2.00	-	-	2.00	-	-	2.00	
Traffic Engineer	1.00	-	-	1.00	-	-	1.00	
Traffic Engineering Manager	1.00	-	-	1.00	-	-	1.00	
Traffic Signal Lead	1.00	-	-	1.00	-	-	1.00	
Traffic Signal Specialist	2.00	-	-	2.00	-	-	2.00	
Traffic Signal Technician	2.00	-	-	2.00	-	-	2.00	
Transportation Development Review								
Engineering Technician II	-	-	1.00	1.00	-	-	1.00	New regular to support Transportation Development Review Services & Design
Senior Civil Engineer	1.00	-	-	1.00	-	-	1.00	
Senior Engineering Technician	1.00	-	-	1.00	-	-	1.00	
Street Funding Initiative - Operating Fund								
Street Funding Initiative Operating - Grounds Maintenance								
Ground Maintenance Worker II	1.00	-	-	1.00	-	-	1.00	
Grounds Maintenance Specialist	2.00	-	-	2.00	-	-	2.00	
Maintenance Worker II	2.00	-	-	2.00	-	-	2.00	
Surveyor	1.00	-	-	1.00	-	-	1.00	
Street Funding Initiative Operating - Maintenance								
Maintenance Worker II	1.00	-	0.50	1.50	-	-	1.50	Existing Regular relocated from Surface Water Management Fund for arterial sweeping
Street Funding Initiative Operating - Pavement Management								
Civil Engineer	-	-	-	-	-	1.00	1.00	New Regular added to support increased workload
Engineering Specialist	1.00	-	-	1.00	-	-	1.00	

	2018 Budget	2019 Baseline Adj from 2018	2019 Adopted Budget Adj	2019 Adopted Budget	2020 Baseline Adj from 2019	2020 Adopted Budget Adj	2020 Adopted Budget	Notes on Changes
Senior Civil Engineer	1.00	-	-	1.00	-	-	1.00	
Senior Construction Inspector	1.00	-	-	1.00	-	-	1.00	
Street Funding Initiative Operating0 Street Maintenance								
Administrative Assistant	-	-	1.00	1.00	-	-	1.00	New Regular added to support Sidewalk Repair Program & Transportation Design Engineering
Construction Inspector	1.00	-	-	1.00	-	-	1.00	
CED Grant Fund								
CDBG								
Associate Planner	1.00	-	-	1.00	-	-	1.00	
Community Development Manager	1.00	-	-	1.00	-	-	1.00	
Rehabilitation Specialist	0.60	-	-	0.60	-	-	0.60	
Support Specialist II	1.00	-	-	1.00	-	-	1.00	
Affordable Housing Fund								
Affordable Housing								
Planner	1.00	-	-	1.00	-	-	1.00	
Fire Fund								
Fire Department								
Administrative Assistant	1.00	-	-	1.00	-	-	1.00	
Analyst	1.00	-	-	1.00	-	-	1.00	
Assistant Fire Marshal	-	-	1.00	1.00	-	-	1.00	New Regular added to support
Deputy Fire Chief	2.00	-	-	2.00	-	-	2.00	
Deputy Fire Marshal 2	5.00	-	-	5.00	-	-	5.00	
Division Fire Chief	4.00	-	-	4.00	-	-	4.00	
Financial Analyst	1.00	-	-	1.00	-	-	1.00	
Fire Battalion Chief	6.00	-	-	6.00	-	-	6.00	
Fire Captain	30.00	-	-	30.00	-	-	30.00	
Fire Captain Paramedic	19.00	-	-	19.00	-	-	19.00	
Fire Chief	1.00	-	-	1.00	-	-	1.00	
Fire Code Officer	6.00	-	4.00	10.00	-	-	10.00	New Regular, Revenue Dependent to support increase in annual inspections
Fire Marshal	1.00	-	-	1.00	-	-	1.00	
Firefighter	69.00	-	-	69.00	-	5.00	74.00	New Regular to support opening of Fire Station 11
Firefighter Captain	2.00	-	-	2.00	-	4.00	6.00	New Regular to support opening of Fire Station 11
Firefighter Paramedic	56.00	-	-	56.00	-	4.00	60.00	New Regular to support opening of Fire Station 11

	2018 Budget	2019 Baseline Adj from 2018	2019 Adopted Budget Adj	2019 Adopted Budget	2020 Baseline Adj from 2019	2020 Adopted Budget Adj	2020 Adopted Budget	Notes on Changes
Lead Deputy Fire Marshal	2.00	-	-	2.00	-	-	2.00	
Management Analyst	1.00	-	-	1.00	-	-	1.00	
Resource Service Technician	1.00	-	-	1.00	-	-	1.00	
Senior Engineering Technician	1.00	-	-	1.00	-	-	1.00	
Support Specialist III	2.00	-	-	2.00	-	-	2.00	

Surface Water Management Fund

Surface Water Mgmt Engineering

Civil Engineer	4.00	-	-	4.00	-	-	4.00	
Engineering Specialist	2.00	-	-	2.00	-	-	2.00	
Engineering Technician II	1.00	1.00	-	2.00	-	-	2.00	Existing Regular relocated from Utility Administration
Environmental Scientist	1.00	-	1.00	2.00	-	-	2.00	New Regular added for compliance with NPDES
Senior Civil Engineer	-	-	1.00	1.00	-	-	1.00	New Regular added for compliance with NPDES
Senior Engineering Technician	3.00	-	-	3.00	-	-	3.00	
Utility Engineering Program Manager	1.00	-	-	1.00	-	-	1.00	

Surface Water Mgmt Greenways/Sensitive Lands

Grounds Maintenance Specialist	2.00	-	-	2.00	-	-	2.00	
Maintenance Specialist	1.00	-	-	1.00	-	-	1.00	
Maintenance Worker I	1.00	-	-	1.00	-	-	1.00	
Maintenance Worker II	4.00	-	-	4.00	-	-	4.00	
Maintenance Worker Lead	2.00	-	-	2.00	-	-	2.00	
Public Works Supervisor	1.00	-	-	1.00	-	-	1.00	

Surface Water Mgmt Maintenance

Maintenance Specialist	1.00	-	-	1.00	-	-	1.00	Existing Regular relocated to Street Funding Initiative for arterial sweeping
Maintenance Worker II	17.00	-	(0.50)	16.50	-	-	16.50	
Maintenance Worker Lead	5.00	-	-	5.00	-	-	5.00	Existing Regular relocated to Grounds and Facilities Services Fund and New Regular added to support Greenway and Sensitive Lands resulting in net zero change
Operations Superintendent	1.00	-	-	1.00	-	-	1.00	
Public Works Supervisor	2.00	-	-	2.00	-	-	2.00	

Urban Forestry

Program Coordinator I	3.00	-	-	3.00	-	-	3.00	
Urban Forester	1.00	-	-	1.00	-	-	1.00	

Water Utility Fund

Construction

	2018 Budget	2019 Baseline Adj from 2018	2019 Adopted Budget Adj	2019 Adopted Budget	2020 Baseline Adj from 2019	2020 Adopted Budget Adj	2020 Adopted Budget	Notes on Changes
Analyst	1.00	(1.00)	-	-	-	-	-	Existing Regular reclassified to Construction Project Coordinator
City Engineer	1.00	-	-	1.00	-	-	1.00	
City Surveyor	-	1.00	-	1.00	-	-	1.00	Existing Regular reclassified from Professional Land Surveyor
Civil Engineer	1.00	-	1.00	2.00	-	-	2.00	New Regular to support Capital Construction Team
Construction Inspector	7.00	-	-	7.00	-	-	7.00	
Construction Project Coordinator	-	1.00	1.00	2.00	-	-	2.00	Existing Regular reclassified from Analyst and New regular added to support Capital Construction Team
Inspection Specialist	3.00	-	-	3.00	-	-	3.00	
Professional Land Surveyor	1.00	(1.00)	1.00	1.00	-	-	1.00	Existing Regular reclassified to City Surveyor
Senior Civil Engineer	3.00	-	-	3.00	-	-	3.00	
Senior Construction Inspector	-	-	1.00	1.00	-	1.00	2.00	New Regular to support Capital Construction Team
Senior Surveyor	2.00	-	-	2.00	-	-	2.00	
Support Specialist II	1.00	-	-	1.00	-	-	1.00	
Support Specialist III	1.00	-	-	1.00	-	-	1.00	
Survey Specialist	1.00	-	1.00	2.00	-	-	2.00	New Regular to support City Surveyor Team
Surveyor	1.00	-	-	1.00	-	-	1.00	
Operations Center								
Analyst	1.00	-	-	1.00	-	-	1.00	
Lead Utility Locator	1.00	-	-	1.00	-	-	1.00	
Operations Manager	1.00	-	-	1.00	-	-	1.00	
Safety Coordinator	1.00	-	-	1.00	-	-	1.00	
Support Specialist II	4.00	-	-	4.00	-	-	4.00	
Utility Locator	1.00	-	-	1.00	-	-	1.00	
Public Works Administration								
Civil Engineer	1.00	-	-	1.00	-	-	1.00	
Engineering Specialist	1.00	-	-	1.00	-	-	1.00	
Finance and Asset Manager	1.00	-	-	1.00	-	-	1.00	
Public Works Director	1.00	-	-	1.00	-	-	1.00	
Senior Communications Specialist	1.00	-	-	1.00	-	-	1.00	
Senior Financial Analyst	1.00	-	-	1.00	-	-	1.00	
Technical Engineering Supervisor	1.00	-	-	1.00	-	-	1.00	
Utility Administration								
Accounting Clerk II	5.00	-	-	5.00	-	-	5.00	
Computer Support Specialist	1.00	-	-	1.00	-	-	1.00	

	2018 Budget	2019 Baseline Adj from 2018	2019 Adopted Budget Adj	2019 Adopted Budget	2020 Baseline Adj from 2019	2020 Adopted Budget Adj	2020 Adopted Budget	Notes on Changes
Customer Service Representative	10.00	-	-	10.00	-	-	10.00	
Senior Accounting Clerk	1.00	-	-	1.00	-	-	1.00	
Senior Customer Service Representative	1.00	-	-	1.00	-	-	1.00	
Senior Engineering Technician	1.00	(1.00)	-	-	-	-	-	Existing Regular relocated to Surface Water Mgmt Engineering
Utility Administration Manager	1.00	-	-	1.00	-	-	1.00	
Utility Clerk	0.50	-	-	0.50	-	-	0.50	
Utility Service Inspector	7.00	-	-	7.00	-	-	7.00	
Utility Service Supervisor	2.00	-	-	2.00	-	-	2.00	
Water Engineering								
Civil Engineer	-	3.00	-	3.00	-	-	3.00	Existing Regular reclassified from Water Resource Engineer
Engineering Program Manager	1.00	-	-	1.00	-	-	1.00	
Engineering Specialist	-	-	2.00	2.00	-	-	2.00	New Regular added to create safeguards for City's Water System and Existing Regular reclassified from Senior Engineering Technician
Senior Civil Engineer	-	-	1.00	1.00	-	-	1.00	New Regular added to supervise & oversee the transmission main design program
Senior Engineering Technician	4.00	-	(1.00)	3.00	-	-	3.00	Existing regular reclassified to Engineering Specialist
Support Specialist III	1.00	-	-	1.00	-	-	1.00	
Water Resource Engineer	3.00	(3.00)	-	-	-	-	-	Existing Regular reclassified to Civil Engineer
Water Maintenance								
Departmental Aide	-	0.50	-	0.50	-	-	0.50	Existing Regular relocated from Human Resources
Lead Treatment Plant Operator	1.00	-	-	1.00	-	-	1.00	
Maintenance Worker II	15.00	-	-	15.00	-	-	15.00	
Maintenance Worker Lead	6.00	-	-	6.00	-	-	6.00	
Operations Superintendent	1.00	-	-	1.00	-	-	1.00	
Public Works Supervisor	3.00	-	-	3.00	-	-	3.00	
SCADA Technician	1.00	-	1.00	2.00	-	-	2.00	New Regular added to create safeguards for City's Water System
Utility Electrician	2.00	-	1.00	3.00	-	-	3.00	New Regular added to maintain City's Water Program's electrical system
Utility Locator	3.00	-	-	3.00	-	-	3.00	
Utility Specialist	2.00	-	-	2.00	-	-	2.00	
Warehouse Specialist	1.00	-	-	1.00	-	-	1.00	
Warehouse Supervisor	1.00	-	-	1.00	-	-	1.00	
Warehouse Technician	1.00	-	-	1.00	-	-	1.00	
Warehouse Worker	2.00	-	-	2.00	-	-	2.00	

	2018 Budget	2019 Baseline Adj from 2018	2019 Adopted Budget Adj	2019 Adopted Budget	2020 Baseline Adj from 2019	2020 Adopted Budget Adj	2020 Adopted Budget	Notes on Changes
Water Quality Assistant	1.00	-	-	1.00	-	-	1.00	
Water Quality Coordinator	1.00	-	-	1.00	-	-	1.00	
Water Quality Technician	2.00	-	1.00	3.00	-	-	3.00	New Regular added to expand City's Water Quality Program
Water Treatment Plant Operator	4.00	-	-	4.00	-	-	4.00	
Water Resource Education Center								
Educator	3.00	-	1.00	4.00	-	-	4.00	New 3 YR Limited Term to support Student Watershed Monitoring Network Program
Facilities Assistant	1.00	-	-	1.00	-	-	1.00	
Program Coordinator II	1.00	-	-	1.00	-	-	1.00	
Support Specialist II	1.00	-	-	1.00	-	-	1.00	
Sewer Utility Fund								
Sewer Engineering								
Civil Engineer	3.00	-	2.00	5.00	-	-	5.00	New Regular added to support Wastewater Collection Engineering
Engineering Specialist	1.00	-	1.00	2.00	-	-	2.00	New Regular added to support Wastewater Collection Engineering
Engineering Technician II	1.00	-	-	1.00	-	-	1.00	
Environmental Scientist	1.00	-	-	1.00	-	-	1.00	
Senior Civil Engineer	2.00	-	-	2.00	-	-	2.00	
Senior Engineering Technician	4.00	-	-	4.00	-	-	4.00	
Sewer Maintenance								
Engineering Program Manager	1.00	-	-	1.00	-	-	1.00	
Grounds Chemical Specialist	1.00	-	-	1.00	-	-	1.00	
Inspector	2.00	-	-	2.00	-	-	2.00	
Maintenance Specialist	2.00	-	-	2.00	-	-	2.00	
Maintenance Worker II	14.00	-	1.00	15.00	-	-	15.00	New Regular added to expand root foaming program & assist with manhole rehabilitation
Maintenance Worker Lead	4.00	-	-	4.00	-	-	4.00	
Public Works Supervisor	2.00	-	-	2.00	-	-	2.00	
Utility Maintenance Mechanic	2.00	-	-	2.00	-	-	2.00	
Airport Fund								
Airport Operation								
Airport Manager	1.00	-	-	1.00	-	-	1.00	
Program Coordinator	-	-	1.00	1.00	-	-	1.00	New 2 YR Limited Term to support operations funded by Airport revenue
Building Inspection Fund								

	2018 Budget	2019 Baseline Adj from 2018	2019 Adopted Budget Adj	2019 Adopted Budget	2020 Baseline Adj from 2019	2020 Adopted Budget Adj	2020 Adopted Budget	Notes on Changes
Building Inspection								
Analyst	2.00	-	-	2.00	-	-	2.00	
Assistant Building Official	1.00	-	-	1.00	-	-	1.00	
Building Inspector II	1.00	-	-	1.00	-	-	1.00	
Building Inspector III	12.00	-	-	12.00	-	1.00	13.00	New Regular, Revenue Funded to assist in increased inspection workload for complex development projects
Building Official	1.00	-	-	1.00	-	-	1.00	
Customer Service Representative	1.00	(1.00)	1.00	1.00	-	(1.00)	-	Existing Limited Term added back for 1 YR to support Permit Center reception counter
Development Review Division Manager	1.00	-	-	1.00	-	-	1.00	
IT Technical Specialist	1.00	-	-	1.00	-	-	1.00	
Lead Building Inspector	1.00	-	-	1.00	-	-	1.00	
Lead Permits Specialist	1.00	-	-	1.00	-	-	1.00	
Management Analyst	1.00	-	-	1.00	-	-	1.00	
Permit Center Supervisor	1.00	-	-	1.00	-	-	1.00	
Permits Specialist II	8.00	-	-	8.00	-	-	8.00	
Plans Examiner	3.00	-	-	3.00	-	-	3.00	
Plans Examiner I	1.00	-	-	1.00	-	-	1.00	
Plans Examiner III	2.00	-	-	2.00	-	1.00	3.00	NEW Regular, Revenue Dependent to assist in technical review for complex development projects
Solid Waste Fund								
Solid Waste Program								
Analyst B	-	-	1.00	1.00	-	-	1.00	New Regular added to assist in plan review
Solid Waste Analyst	1.00	-	-	1.00	-	-	1.00	
Solid Waste Manager	1.00	-	-	1.00	-	-	1.00	
Solid Waste Supervisor	1.00	-	-	1.00	-	-	1.00	
Support Specialist II	1.00	-	-	1.00	-	-	1.00	
Support Specialist III	1.00	-	-	1.00	-	-	1.00	
Parking Services Fund								
Parking Services								
Administrative Assistant	1.00	-	-	1.00	-	-	1.00	
Parking Enforcement Officer	2.00	-	-	2.00	-	-	2.00	
Parking Maintenance Worker	1.00	-	-	1.00	-	-	1.00	
Parking Manager	1.00	-	-	1.00	-	-	1.00	

	2018 Budget	2019 Baseline Adj from 2018	2019 Adopted Budget Adj	2019 Adopted Budget	2020 Baseline Adj from 2019	2020 Adopted Budget Adj	2020 Adopted Budget	Notes on Changes
Parking Officer	3.50	(1.50)	2.00	4.00	-	-	4.00	Existing Limited Term converted to Regular (1.5) to support Parking Enforcement and New Regular (0.5) added to support Pay Station Meter Collections/Enforcement
Parking Supervisor	1.00	-	-	1.00	-	-	1.00	
Support Specialist	0.50	-	-	0.50	-	-	0.50	

Tennis Center Fund

Tennis Center

Customer Service Representative	2.00	-	(2.00)	-	-	-	-	Existing Regular eliminated due to USTA Management of Tennis Center
Recreation Services Supervisor	1.00	-	(1.00)	-	-	-	-	Existing Regular eliminated due to USTA Management of Tennis Center
Recreation Specialist	0.75	-	(0.75)	-	-	-	-	Existing Regular eliminated due to USTA Management of Tennis Center

Equipment Services Operations Fund

Equipment Services Operations

Analyst	1.00	-	-	1.00	-	-	1.00	
Emergency Equipment Mechanic	3.00	-	-	3.00	-	-	3.00	
Emergency Equipment Supervisor	1.00	-	-	1.00	-	-	1.00	
Equipment Mechanic Supervisor	2.00	-	-	2.00	-	-	2.00	
Equipment Superintendent	1.00	-	-	1.00	-	-	1.00	
Mechanic	10.00	-	-	10.00	(2.00)	-	8.00	Existing Limited Term eliminated in 2020
Senior Mechanic	2.00	-	-	2.00	-	-	2.00	
Senior Vehicle Parts Specialist	1.00	-	-	1.00	-	-	1.00	
Support Specialist II	1.00	-	-	1.00	-	-	1.00	
Vehicle Parts Specialist	2.00	-	-	2.00	-	-	2.00	
Vehicle Service Worker I	1.00	-	-	1.00	-	-	1.00	
Vehicle Service Worker II	1.00	-	-	1.00	-	-	1.00	

Grounds and Facilities Services Fund

Facilities Maintenance

Building Repair Specialist	-	3.00	-	3.00	-	-	3.00	Position(s) relocated from General Fund
Building Systems Technician	-	-	1.00	1.00	-	-	1.00	Position(s) relocated from General Fund and New Regular added to support security & electrical building systems
Capital Project manager	-	1.00	-	1.00	-	-	1.00	Position(s) relocated from General Fund
Electrician	-	1.00	-	1.00	-	-	1.00	Position(s) relocated from General Fund
Facilities Maintenance Specialist	-	2.00	(1.00)	1.00	-	-	1.00	Position(s) relocated from General Fund and Existing Regular reclassified to Lead Facilities Maintenance Specialist
Facilities Maintenance Specialist I	-	1.00	-	1.00	-	-	1.00	Position(s) relocated from General Fund

	2018 Budget	2019 Baseline Adj from 2018	2019 Adopted Budget Adj	2019 Adopted Budget	2020 Baseline Adj from 2019	2020 Adopted Budget Adj	2020 Adopted Budget	Notes on Changes
HVAC Technician	-	2.00	-	2.00	-	-	2.00	Position(s) relocated from General Fund
Lead Facilities Maintenance Specialist	-	-	1.00	1.00	-	-	1.00	Position(s) relocated from General Fund and Existing Regular reclassified from Facilities Maintenance Specialist
Operations Superintendent	-	1.00	-	1.00	-	-	1.00	Position(s) relocated from General Fund
Public Works Supervisor	-	3.00	-	3.00	-	-	3.00	Position(s) relocated from General Fund
Real Property Specialist	-	1.00	-	1.00	-	-	1.00	Position(s) relocated from General Fund
Grounds Maintenance								
Grounds Maintenance Specialist	-	6.00	-	6.00	-	-	6.00	Position(s) relocated from General Fund
Maintenance Worker II	-	6.00	-	6.00	-	2.00	8.00	Position(s) relocated from General Fund and New Regular added to accommodate increased levels of service for Parks
Maintenance Worker Lead	-	3.00	-	3.00	-	-	3.00	Position(s) relocated from General Fund
Operations Superintendent	-	-	1.00	1.00	-	-	1.00	Position relocated from Surface Water Management Fund
Public Works Supervisor	-	2.00	-	2.00	-	-	2.00	Position(s) relocated from General Fund
Self-Insured Worker's Comp & Liability Fund								
Self Insurance-Risk Management								
Analyst	1.00	-	-	1.00	-	-	1.00	
Loss Control Specialist	1.00	-	(1.00)	-	-	-	-	Existing Regular reclassified to Safety Officer
Management Analyst	1.00	-	-	1.00	-	-	1.00	
Risk & Safety Manager	1.00	-	-	1.00	-	-	1.00	
Safety Officer	-	-	1.00	1.00	-	-	1.00	Existing Regular reclassified from Loss Control Specialist
Worker's Compensation Specialist	1.00	-	-	1.00	-	-	1.00	
Internal Administrative Services Fund								
Financial & Management Services								
Accountant	6.00	-	-	6.00	-	-	6.00	
Accounting Manager	1.00	-	-	1.00	-	-	1.00	
Analyst	1.00	-	-	1.00	-	-	1.00	
Budget Analyst	3.00	-	-	3.00	-	-	3.00	
Customer Service Representative	3.00	-	-	3.00	-	-	3.00	
Deputy Finance Director	1.00	-	-	1.00	-	-	1.00	
Finance Supervisor II	2.00	-	-	2.00	-	-	2.00	
Financial and Management Services Director	1.00	-	-	1.00	-	-	1.00	
IT Systems Analyst	1.00	-	-	1.00	-	-	1.00	
Lead Records Specialist	1.00	-	-	1.00	-	-	1.00	
Mail Room Assistant	1.00	-	-	1.00	-	-	1.00	

	2018 Budget	2019 Baseline Adj from 2018	2019 Adopted Budget Adj	2019 Adopted Budget	2020 Baseline Adj from 2019	2020 Adopted Budget Adj	2020 Adopted Budget	Notes on Changes
Payroll Analyst	2.00	-	-	2.00	-	-	2.00	
Payroll System Analyst	1.00	(1.00)	1.00	1.00	-	(1.00)	-	Existing Limited Term extended for 1 YR
Performance Analyst	1.00	-	-	1.00	-	-	1.00	
Procurement Manager	1.00	-	-	1.00	-	-	1.00	
Procurement Specialist	5.00	-	1.00	6.00	-	-	6.00	New Regular added to support increase in capital projects
Public Records Coordinator	1.00	-	-	1.00	-	-	1.00	
Records Manager	-	-	1.00	1.00	-	-	1.00	New Regular added to supervise Records Management Team and implement CW Records Program
Senior Accounting Clerk	10.00	-	(3.00)	7.00	-	-	7.00	Existing Regular eliminated due to VPD's 2020 Funding mechanism changes
Support Specialist I	1.00	(1.00)	1.00	1.00	-	-	1.00	Existing Limited Term extended for additional 2 YR to support Central Records
Support Specialist III	2.00	-	-	2.00	-	-	2.00	
Treasurer	1.00	-	-	1.00	-	-	1.00	
Human Resources								
Analyst	1.00	-	-	1.00	-	-	1.00	
Benefits Administrator	1.00	-	-	1.00	-	-	1.00	
Classification and Compensation Analyst	1.00	-	-	1.00	-	-	1.00	
Departmental Aide	2.05	(0.50)	-	1.55	-	-	1.55	Existing Regular relocated to Water Maintenance
Employee and Labor Relations Analyst	2.00	-	-	2.00	-	-	2.00	
HR Assistant	1.00	-	-	1.00	-	-	1.00	
HR Deputy Director	1.00	-	-	1.00	-	-	1.00	
Human Resources Assistant	4.00	-	-	4.00	-	-	4.00	
Human Resources Director	1.00	-	-	1.00	-	-	1.00	
Support Specialist III	1.00	(1.00)	1.00	1.00	-	-	1.00	Existing Limited Term extended for additional 2 YR to support labor and contract negotiations & provide backup for HR functions
Training and Development Specialist	1.00	-	-	1.00	-	-	1.00	
Information Technology								
Computer Support Specialist	4.00	(1.00)	1.00	4.00	-	-	4.00	Existing Limited Term converted to Regular to support VPD
Developer	1.00	-	-	1.00	-	-	1.00	
Help Desk Specialist	2.00	-	-	2.00	-	-	2.00	
Information Technology Services Manager	1.00	-	-	1.00	-	-	1.00	
IT Analyst D	1.00	-	-	1.00	-	-	1.00	
IT Application Services Manager	1.00	-	-	1.00	-	-	1.00	
IT Systems Analyst	9.75	(1.00)	-	8.75	-	-	8.75	Existing Limited Term reclassified to Regular IT Systems Analyst C

	2018 Budget	2019 Baseline Adj from 2018	2019 Adopted Budget Adj	2019 Adopted Budget	2020 Baseline Adj from 2019	2020 Adopted Budget Adj	2020 Adopted Budget	Notes on Changes
IT Systems Analyst B	1.00	(1.00)	-	-	-	-	-	Existing Limited Term position ended 2018
IT Systems Analyst C	3.00	-	3.00	6.00	-	1.00	7.00	New Regular to support GIS Program (2020), New Regular reclassified from Limited Term IT Systems Analyst, New Regular for Infor's Utility Billing and New 2 YR Limited Term to support Infor's CDR module
IT Systems Analyst D	3.00	-	1.00	4.00	-	-	4.00	New Regular to support GIS program
IT Technical Services Manager	1.00	-	-	1.00	-	-	1.00	
Lead Computer Support Specialist	1.00	-	-	1.00	-	-	1.00	
Senior Computer Support Specialist	2.00	-	-	2.00	-	-	2.00	
Support Specialist III	1.00	-	-	1.00	-	-	1.00	
Legal Service - Civil								
Assistant City Attorney	-	7.00	-	7.00	-	-	7.00	Position(s) relocated from General Fund
Chief Assistant City Attorney	-	1.00	-	1.00	-	-	1.00	Position(s) relocated from General Fund
City Attorney	-	1.00	-	1.00	-	-	1.00	Position(s) relocated from General Fund
Legal Assistant	-	2.00	-	2.00	-	-	2.00	Position(s) relocated from General Fund
Legal Secretary	-	0.50	0.50	1.00	-	-	1.00	Position(s) relocated from General Fund and New 2 YR limited Term to support Urban Camping Impact Reduction Program
Senior Legal Assistant	-	1.00	-	1.00	-	-	1.00	Position(s) relocated from General Fund
City/County Cable TV Fund								
Cable TV								
Support Specialist II	1.00	-	-	1.00	-	-	1.00	
Video Producer	2.00	-	-	2.00	-	-	2.00	
Video Services Coordinator	1.00	-	-	1.00	-	-	1.00	
Video Services Manager	1.00	-	-	1.00	-	-	1.00	
Total FTE	1,113.15	(10.25)	57.25	1,160.15	(2.00)	22.25	1,180.40	

2019-2020 Budget**CAPITAL PROJECTS BY DEPARTMENT****Total 2019-2020 Budget****GENERAL CAPITAL PROJECTS**

VDA Public Art (funded by Columbia Art Center Reserve)	871,757
Pearson Field - Pavement Rehab Construction Project	1,815,000
Pearson Field - Capital Design Project	350,000
Future Fire Station 11	10,179,099
Fire Capital Contingency	53,000
City Hall Parking Lot Annex (former Petlock land)	279,750
Tower Mall Demolition	2,160,000
Fire/Security Upgrades	279,230
Facilities Contingency	302,400
GGov - City Hall	630,000
GGov - Historic Museum	195,000
Webber Machine Building	50,000
Esther Short Park	60,000
Firstenburg Community Center	1,785,000
Luepke Senior Center	310,000
Marine Park	120,000
Marshall Community Center Generator Installation	732,113
Fire Station 1	120,000
Fire Station 2	3,000
Fire Station 3	60,000
Fire Station 4	248,340
Fire Station 5	505,000
Fire Station 7	170,000
Fire Station 8	206,250
Fire Station 9	335,000
Fire Station 10	135,000
VPD East Precinct	1,015,000
VPD Evidence	275,000
VPD Headquarters	270,000
VPD West Precinct	1,190,000
Operations Center Redevelopment	2,661,632
Interfund Charges	50,672

Total General Capital Construction Projects	27,417,243
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PARKS CAPITAL PROJECTS

City Park Capital Repair	12,588
Sportsfield Improvements	117,411
First Place Park Playground	460,196
North Image NH Park Expansion	2,194,897
Parks Operations & Maintenance	600,000
Marshall Park Inclusive Nature Play for All	37,500
Edgewood Park ADA Improvements - 2018 Grant Award	100,000
Memory/Mill Plain Park ADA Improvements - 2018 Grant Award	15,000
General Anderson Park ADA Improvements - 2018 Grant Award	175,000
Burnt Bridge Creek Park ADA Improvements - 2018 Grant Award	85,000

2019-2020 Budget**CAPITAL PROJECTS BY DEPARTMENT****Total 2019-2020 Budget**

Hearthwood Park ADA Improvements - 2018 Grant Award	80,000
Heritage Park ADA Improvements - 2018 Grant Award	18,000
Esther Short Park ADA Improvements - 2018 Grant Award	30,000
Acquisition - District 2	309,500
Acquisition - District 3	73,172
Acquisition - District 4	2,703,100
Shaffer COM Expansion	93,687
Clear Meadows Park	298,971
Summers Walk Park	300,000
Dubois Park	590,000
N4-2 Park	300,000
Interfund Charges	88,018
Total Parks Capital Projects	8,682,040

TRANSPORTATION/STREETS CAPITAL PROJECTS

Mill Plain Blvd - 104th to NE Chkalov Dr.	3,000,000
SE 20th ST at 176th AVE & 183rd AVE	19,840
SE Hearthwood & SE 1st St	287,576
Vancouver Waterfront Access Project	700,000
SE 20th Street Median	24,000
137th Ave Corridor - 49th to Fourth Plain	3,854,096
NE St Johns Rd & 68th Av	17,630
Mill Plain Blvd Arrival on Green Improvement Project	97,600
Norris and 4th Plain Signal Improvement	333,238
LED Street Light Retrofit	4,815,500
Evergreen Highway Trail Phase II	48,160
Evergreen Trail - Chelsea to Image	140,000
Fort Vancouver/McLoughlin Sidewalk Infill and Hawk Signal	25,000
SE 1st St - 164th to 192nd	425,000
NE 18th St - NE Four Seasons Ln to NE 136th Ave	20,000
NE 18th St - 97th Ave to 107th Ave	3,168,240
Debt	127,349
Interfund Charges	275,278
<u>Street Initiatives Capital Projects</u>	
32nd Avenue Extension Feasibility Study	120,000
Traffic Signal and Lighting Sustainability	1,133,480
Multimodal Safety and Accessibility Program	1,451,536
NE 112th Ave Sidewalk - Chkalov St to 9th St	150,000
Columbia Street Retrofit - NW 45th St to Columbia Way	100,000
NTSA REET Administration - Fund 331	20,000
2018 Neighborhood Traffic Management Program	200,000
Non-Programmed Safety (fund 331)	200,000
NW Neighborhood Connectivity (NW 43rd Street to NW 53rd Street_Lincoln Sidewalks)	100,000
2019 Neighborhood Traffic Management Program	270,000
2020 Neighborhood Traffic Management Program	270,000
Interfund Charges	10,042

2019-2020 Budget**CAPITAL PROJECTS BY DEPARTMENT****Total 2019-2020 Budget****Total Transportation Capital 21,403,565****SEWER CAPITAL PROJECTS****SCIP Projects**

Demand Response - SCIP	500,000
Evergreen Airpark North (30 homes)	30,000
Premier Acres (70 homes)	2,142
Evergreen Estates	700,000
Evergreen Highlands	150,000
Fruit Lawn	400,000
Central Vancouver - South SCIP (186 homes)	550,000
West Vancouver	3,086,360
East Vancouver - North(392 Parcels)	3,000,000
Evergreen Hwy - Ellsworth to 112th Ave (8 Homes)	4,988

Total SCIP Projects 8,423,490**Collection & Treatment Projects**

Andresen Diversion Gate Valve	100,000
IR - Interceptor Rehabilitation	2,300,000
Manhole/Wye Rehabilitation	221,846
Basin A-20-1 & Force Main Relocation(59th Street)	160,000
NE 137th Avenue, 49th to Fourth Plain	250,000
Capital Preservation - Collection System	2,500,000
63rd St Pump Station re-build/relocate	1,300,000
SE 1st St, 164th to 192nd Ave Design	60,000
NE 137th Ave - 49th to Fourth Plain	430,000
Mill Plain - SE 102nd Ave to Chaklov	60,000
Lagoon Aeration Upgrade	1,500,000
FBF Heat Exchanger Equipment Replacement	700,000
Lagoon Blower Upgrade	300,000
Burnt Bridge Creek Pump Station Upgrade	400,000
Aeration Membrane Upgrade	35,000
Capital Preservation and Compliance (2)	900,000
CP&C 4 Multi Coating Projects	35,000
Process Controls Electronics	9,417,976
NE Drexel	200,000
NE 152nd Ave At NE 43rd St Sewer Realignment	150,000
Southside Interceptor Rehab PH 1	2,600,000
Wastewater Collection SCADA	300,000
Lagoon Upgrade Engineering Design	286,920
Westside Electrical Upgrade Design	3,500,000
SE 164th Ave Rehab	800,000
G2-1 Trunk Interceptor Rehab	130,000
Southside Interceptor Rehab Ph 2	2,800,000
Southside Interceptor Rehab Ph 3	200,000
Marine Park Blower	400,000
Westside Blower	400,000

2019-2020 Budget**CAPITAL PROJECTS BY DEPARTMENT****Total 2019-2020 Budget**

Debt Service	934,000
Interfund Charges	73,934
Total Collection & Treatment Projects	33,444,676
Total Sewer Capital Projects	41,868,166

DRAINAGE CAPITAL PROJECTS

WDOT Fee Projects 2005-2006 ongoing	468,000
Stormwater Retrofits-Demand Response	210,000
NE 162nd Ave. WQ Treatments	50,000
Design Grant - Burton Channel Retrofits	189,000
Central Fourth Plain	70,000
Fruit Valley Rd (Design)	30,000
Primrose Court DS#105	23,000
Lower Grand Area Green Street (Future Grant List)	1,100,000
Columbia Slope Culvert - Mill Creek	544,309
Columbia Slope Culvert - Chelsea	145,000
SE 17th Street Outfall	15,000
Stormwater Retrofits-Demand Response (Drainage Problems)	505,192
NE Ross Street LID Retrofit	40,000
Expanded Private Stormwater Facility Inspection Program Grant	131,000
NPDES TMDL Watershed Health & Water Quality Monitoring	318,000
NE Fourth Plain(123rd-131st South) Water Quality Retrofits - Grant	271,000
East Orchards Fourth Plain Water Quality Retrofits - Grant	273,000
Blandford Drive Subbasins LID Retrofits - Grant	45,000
Re-evaluation and Assessment	120,000
2018 Stormwater Capacity Grant	34,273
Interfund Charges	106,360
Total Drainage Capital Projects	4,688,134

WATER CAPITAL PROJECTS**Water Projects**

PRV Flowmeters/Scada System Connections	114,652
Port Water System Upgrade	300,000
Water Rights Utilization Study WS 6,8,15	60,000
Water Works Park 3.0 MG Reservoir and Seismic Upgrade	18,980,000
Water Pump house Roofing Replacement	200,000
Operations Center Redevelopment	6,229,080
Sodium Hypo Gen System Ellsworth	750,000
Sodium Hypo Gen System WS 9	1,300,000
Water Tower 5,6,7 Seismic Improvements	55,000
WS 5 Reservoir, Pump, E-Power	1,030,000
Sodium Hypo Gen System WS 15	400,000
Water Station 4 Well 4 Building Replacement	400,000
WS 5 Tower Internal Coating	500,000
WS 6 Tower Internal/External Coating	1,000,000
Water Demand Response	600,000

2019-2020 Budget**CAPITAL PROJECTS BY DEPARTMENT****Total 2019-2020 Budget**

Water Main NE 49th St - NE 15th Ave to NE 40th Ave	730,000
WS 5 to WS 9 Transmission Main	3,500,000
WS 5 Tank Altitude Valve	120,000
99th St Extension, 94th Ave to 104th Ave County	20,000
Leak Abatement	1,200,000
SCIP Coordination Projects	200,000
Rezone Study for Vancouver Low and Vancouver High	50,000
O & M Program Electronic Manual	300,000
41st St and 43rd St. Lincoln Ave. To Daniels St	740,000
4th Plain Blvd., 36th Ave to Lincoln Ave.(T-3)	2,350,000
Water Station 5 Reservoir Drain	40,000
WS 14 Well MCC Replacement	110,000
Ellsworth Valve Replacement	110,000
SCADA Firewall/Security/Data Concent/PLC So	716,000
SCADA Software	53,000
Water Main NE 49th St-NE 15th Ave to St Johns	100,000
SE 1st St - Transportation Coordination	360,000
Interfund Charges	95,210

Total Water Projects	42,712,942
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CAPITAL PROJECTS SUMMARY

General Capital	27,417,243
Parks	8,682,040
Transportation/Streets	21,403,565
Sewer	41,868,166
Drainage	4,688,134
Water	42,712,942

Total Capital Projects	146,772,090
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2019 Non-union Salary Range Schedules**Positions by Exempt Range****1-1-2019 Annual Salary Ranges**

	Range Start	Range Mid-point	Top of the Range
23	\$163,044	\$187,542	\$212,040
City Attorney			
Fire Chief			
Police Chief			
22	\$155,280	\$178,608	\$201,936
Public Works Director			
21	\$147,888	\$170,106	\$192,324
Chief Financial Officer			
Community and Economic Development Director			
Human Resources Director			
Information Technology Director			
Parks and Recreation Director			
20	\$140,844	\$162,006	\$183,168
Assistant Police Chief			
Deputy Fire Chief			
19	\$134,160	\$154,296	\$174,432
Chief Assistant City Attorney			
18	\$127,524	\$146,652	\$165,780
None			
17	\$121,140	\$139,320	\$157,500
Deputy HR Director			
Deputy Finance Director			
Engineering and Construction Services Manager			
Operations Manager			
Streets and Transportation Manager			
16	\$115,104	\$132,360	\$149,616
Assistant City Attorney III			
City Prosecutor			
Communications Director			
Fire Marshal			
IT Application Services Manager			
IT Technical Services Manager			
Project & Policy Development Manager			

	Range Start	Range Mid-point	Top of the Range
15	\$109,332	\$125,730	\$142,128
Development Review Division Manager			
Economic Development Division Manager			
Recreation Services Manager			
14	\$103,872	\$119,454	\$135,036
Assistant City Attorney II			
Treasurer			
13	\$98,688	\$113,496	\$128,304
Accounting Manager			
Building Official			
Engineering Manager			
Finance and Asset Manager			
Procurement Manager			
12	\$93,756	\$107,820	\$121,884
Airport Manager			
Emergency Preparedness Manager			
Risk and Safety Manager			
Senior Civil Engineer			
Senior Traffic Engineer			
11	\$89,064	\$102,420	\$115,776
Assistant Building Official			
City Surveyor			
Community Dev Manager			
Environmental Services Manager			
Equipment Superintendent			
Facilities Superintendent			
IT Systems Analyst D			
Long Range Planning Program Manager			
Operations Superintendent			
Utilities Administration Manager			
10	\$84,600	\$97,302	\$110,004
Capital Projects Manager			
Land Use Program Manager			
Performance Analyst D			
Principal Planner			

	Range Start	Range Mid-point	Top of the Range
9	\$80,376	\$92,436	\$104,496
Benefits Administrator			
Business Intelligence Analyst			
Civil Engineer			
IT Systems Analyst C			
Parking Manager			
Recreation Facility Manager			
Traffic Engineer			
Video Services Manager			
Water Resource Engineer			
Senior Budget Analyst			
8	\$76,344	\$87,798	\$99,252
Auditing Analyst			
Assistant City Attorney I			
Environmental Scientist			
ER/LR Analyst			
Financial Analyst C			
IT Systems Analyst B			
Police Records Manager			
Property Management Specialist C			
Senior Planner			
Training and Development Specialist			
7	\$72,540	\$83,424	\$94,308
Associate Civil Engineer			
Budget Analyst			
Community Relations Specialist C			
Emergency Equipment Supervisor			
EMS Program Administrator			
Equipment Mechanic Supervisor			
Finance and Logistics Supervisor			
Park Developer C			
Permit Center Supervisor			
Safety Officer			
Technical Engineering Supervisor			
Workers' Compensation Specialist			
6	\$68,904	\$79,242	\$89,580
Accountant C			
Classification/Compensation Analyst			
Finance Supervisor II			

	Range Start	Range Mid-point	Top of the Range
Financial Analyst B			
HRIS/Leave Analyst			
Management Analyst B			
Recreation Services Supervisor			
Safety Coordinator			
Solid Waste Supervisor			
Special Events Manager			
Urban Forester			
Volunteer Coordinator			
5	\$65,472	\$75,288	\$85,104
Associate Planner			
Parks Developer B			
Procurement Specialist D			
Utility Service Supervisor			
4	\$62,208	\$71,526	\$80,844
Administrative Assistant to the City Manager			
CDBG Coordinator			
Evidence Supervisor			
IT Systems Analyst A			
Police Records Supervisor			
Senior Legal Assistant			
3	\$59,088	\$67,944	\$76,800
Loss Control Specialist			
2	\$56,124	\$64,542	\$72,960
Construction Project Coordinator			
1	\$51,744	\$59,514	\$67,284
Parking Enforcement Supervisor			

	Range Start	Range Mid-point	Top of the Range
Salaried Positions by Non-Exempt Range			
	1-1-2019 Annual Salary Ranges		
	Range Start	Range Mid-point	Top of the Range
13	\$76,800	\$86,400	\$96,000
Sr Computer Forensics Specialist			
12	\$72,984	\$82,098	\$91,212
None			
11	\$69,324	\$77,982	\$86,640
Lead Computer Support Spec			
Sr Computer Support Spec			
10	\$66,036	\$74,280	\$82,524
Computer Forensics Specialist			
Neighborhood Coordinator			
Procurement Specialist C			
Solid Waste Analyst B			
9	\$62,748	\$70,578	\$78,408
Accountant B			
Citizen Liason			
Communications Specialist			
Computer Support Specialist			
Educator			
Help Desk Specialist			
Web Content Manager			
8	\$59,604	\$67,050	\$74,496
Assistant to the City Council			
Material Control Coordinator			
Procurement Specialist B			
Video Producer			
7	\$56,604	\$63,684	\$70,764
Administrative Assistant			
Assistant Planner			
Financial Analyst A			
Human Resources Assistant			
Park Developer A			
Program Coordinator			
Risk Analyst A			
Video Services Coordinator			
6	\$53,784	\$60,510	\$67,236
Accountant A			

	Range Start	Range Mid-point	Top of the Range
Communications Coordinator			
5	\$51,084	\$57,468	\$63,852
Procurement Specialist A			
4	\$48,528	\$54,600	\$60,672
IT Technical Specialist A			
Support Specialist III			
3	\$46,008	\$51,750	\$57,492
None			
2	\$43,788	\$49,278	\$54,768
Support Specialist II			
1	\$41,604	\$46,812	\$52,020
None			
Departmental Aide	\$27,040	\$30,160	\$33,280



Memorandum

DATE: November 13, 2018

TO: Mayor and City Council

FROM: Bryan Snodgrass, Principal Planner, Community and Economic Development Department

RE: Follow-up items from November 5, 2018 City Council work shop on code changes:

- Additional background on recent proposal to allow for affordable housing projects in commercial zones without ground floor retail, provided they meet certain criteria
- Potential future code change to allow existing garages in setbacks to be eligible to apply for ADU review

CC: Eric Holmes, City Manager

This memorandum focuses primarily on the recent proposal to allow affordable housing projects in commercial zones without ground floor retail under limited circumstances, and options for adjusting the proposal pursuant to Council questions raised at the November 5 work shop.

Information is also provided at the end of the memorandum on an unrelated question about the code change options to allow existing non-conforming garages to be eligible to apply to convert to ADUs.

Affordable Housing Amendment

Current Proposal

As recommended by the Planning Commission, affordable housing projects would be listed as permitted uses in commercial zones other than the Neighborhood Commercial zone, provided they meet the following:

- a) Demonstrate eligibility for Washington State Housing Finance Commission Low Income Housing Tax Credits (LIHTC) by providing at least 40% of units affordable to households at 60% of Area Median Income or otherwise as demonstrated eligible for credits;
- b) Include a guarantee that the threshold is maintained for at least 30 years unless specified longer by the Finance Commission; and
- c) Be located on properties whose borders are within 1000 feet of a bus rapid transit or other high capacity transit corridor.

Existing codes permit affordable or market rate multi-family development in multi-family zones, and also in commercial zones as part of mixed use projects with ground floor retail. The proposed

change was developed by staff in response to a specific Affordable Housing Task Force recommendation to allow affordable housing projects in commercial zones without first floor retail, and in response to concerns expressed by non-governmental affordable housing providers about difficulties in including retail in their projects. The limitations are intended to facilitate affordable housing currently in demand in select areas with appropriate services, limit impacts to overall commercial land supplies, and allow for future refinement through the Commercial Corridors Strategy project. The Planning Commission voted unanimously to recommend approval, after expressing concerns about an initial, less restrictive proposal, with the caveat that impacts be monitored and reported back after three years. See attached minutes.

Affordability Threshold

Requiring consistency with LIHTC standards is intended to limit eligibility to the most successful needed affordable projects, and limit impacts on commercial land supplies. The initial staff recommendation to the Planning Commission was not tied to LIHTC standards, and would have allowed affordable housing projects without ground floor retail in commercial zones if at least 20% of units were affordable to households earning 80% of Area Median Income. This was modified after the Planning Commission expressed strong concerns that the 20/80 standards would attract market rate developers, potentially resulting in levels of development that would significantly impact commercial land supplies and associated future economic development opportunities.

Low Income Housing Tax Credits are the main source of funding for income restricted housing in the nation. In Washington they are administered by the Washington State Housing Finance Commission. Since 1992 52 projects have been built in Clark County and 35 in Vancouver, approximately two per year on average, and primarily in residential zones. LIHTC projects are limited and competitive. It is not known what share of future affordable housing project demand would continue to be absorbed by multi-family residential zones, or commercial zones under the proposal. However, given the limited amount of tax credits available statewide, staff views the proposal as a way to test the impacts of housing in commercial zones, without opening up large swaths of commercial land to housing development.

Eligible Corridors

The proposed limitation to BRT or other high capacity transit corridors would effectively limit current eligibility to the Vine route primarily on Fourth Plain Blvd from downtown to Vancouver Mall, and in the future along the anticipated Mill Plain Blvd BRT route. This is intended to recognize that many future residents in affordable housing projects may need frequent transit service, and that there is existing policy guidance in the Fourth Plain Corridor to revise commercial zoning as needed to permit residential development (page 43 of [subarea plan](#)). If additional corridors are desired to be included, other current bus routes with 30-minute weekday service intervals could be added. See attached map.

Distance to Corridor

The proposed eligibility of properties within 1000 feet of BRT or high capacity transit corridors is intended to recognize the ¼ mile maximum distance pedestrians are generally assumed in land use planning practices to typically walk to destinations. Rounding down to one thousand feet from 1320 feet (¼ mile) was initially recommended by staff to be more conservative, but a 1320 foot distance could make additional commercial properties eligible.

Commercial Land Supply Implications

The principal of allowing some uses in zones that differ from the general intent of the district exists in most urban zoning codes. In Vancouver, residential districts permit schools, fire stations and other government buildings with potentially significant employment. Industrial zones allow eating and drinking establishments, and sales and services that comprise up to 10-20% of the area of industrial developments. Since 2005 commercial zones have allowed mixed use development consisting primarily of residential development. The 2008 Fourth Plain Corridor Subarea Plan recommended allowing residential uses in commercial zones on a limited basis.

Available data suggests citywide commercial land supplies are not being rapidly consumed. In 2018 there were 533 gross vacant and underutilized acres of commercially designated land in Vancouver and 352 net developable acres, only modestly less than the 556 gross and 398 net acres reported five years earlier in 2013, according to the [Clark County Vacant and Buildable Lands Model](#). The relative scarcity of mixed use developments in commercial zones, which have been permitted outright in those zones since 2004, suggests commercial land markets at least thus far have not been very responsive to primarily residential development opportunities, even at the market rather than affordable level.

The current proposal seeks to balance the need to preserve commercial land supplies for long-term economic development needs, as well as respond to current market conditions, including a rapidly changing retail environment and the ongoing need for additional affordable housing, particularly in proximity to frequent transit service.

Streetfront Vibrancy Implications

Uses that most undermine streetfront activity in staff's view are larger scale buildings with continuous blank walls or extended parking areas along the property frontage. Affordable housing projects can have these characteristics but are less likely to be developed in this manner than many commercial uses. If additional safeguards are sought in this area, an additional eligibility requirement could be added that affordable housing project in commercial zones include entrances, windows, building articulation or varied building frontage treatments as necessary to facilitate an active and varied streetfront appearance along arterial frontages.

In addition, the forthcoming Commercial Corridors strategy will address design considerations like building orientation, location of parking, design guidelines, and other requirements designed to create walkable, pedestrian friendly commercial corridors.

ADU Conversions of Existing Garages in Setbacks

ADU standards under VMC 20.810.050 allow for conversion of garages, provided they comply with setback requirements applicable to primary structures. In the single family zones the required setback distance is 5 to 10 feet, depending on whether the garage abuts a street, alley, or other lot. A number of existing garages in older western and central Vancouver neighborhoods were built within these setbacks. Many may have been constructed before the current requirements were established.

A change in ADU zoning standards to allow conversions of legally established non-conforming garages within setbacks as permitted uses may be warranted for consideration. Existing building and fire code standards would apply as they do to other detached ADUs and residences located outside the setbacks. In practice, this may require certain improvements and remodelling of older garages.

A logical time to consider such a code change would be as part of the 2019 housing options amendments. These were conceptually discussed at an October 1, 2018 Council worksession, and staff anticipates reporting back with more detail at a follow up worksession in early 2019.

Attachment 1- September 25, 2018 Vancouver Planning Commission Minutes

ITEM 2: THRESHOLD LOW INCOME HOUSING PROJECTS IN COMMERCIAL ZONES ON TRANSIT LINES

Item Summary

Bryan Snodgrass, Principal Planner presented the staff recommended proposed VMC 20.430 zoning code text change to allow affordable housing developments in most commercial zoning districts and provided that at least 40 percent of the units are affordable to households earning 60 percent of area median income and are located within 1000 ft. of high capacity transit corridors.

This item was presented at Planning Commission work sessions on August 28 and September 11. It will be presented at a City Council work session October 1st as a part of general housing option issues and addressed in more detail at a work session on November 5th, with all of the proposed Comprehensive Plan and zoning map and text changes. The City Council public hearing on the matter is scheduled for December 3rd. This item was noticed as a standard code change, including SEPA circulation and publication in The Columbian newspaper. No comments were received.

Commercial zones already allow either affordable or market rate housing as part of mixed use developments that include a non-residential use typically on the first floor. Staff stated that there is a specific recommendation from the Vancouver Affordable Housing Task Force to waive the ground floor requirement for affordable housing in commercial zones. This would be consistent with the Fourth Plain Subarea policy direction, which predates the affordable housing crisis but nonetheless encourages flexibility in the commercial zone for housing. Currently there is a little over 500 acres of vacant or utilized commercial land citywide according to the County's inventory. After subtracting the amount needed roads, critical areas, etc. this would be reduced to 350 acres. Since 1990 there have been about 35 affordable housing projects citywide that would meet the proposed threshold here for affordable housing. Staff summarized their recommendation, stating that in their view the proposal strikes a reasonable balance between providing allowances for affordable housing in areas with appropriate services, particularly transit. The proposed restrictions, however, should limit impacts to overall citywide commercial land supplies.

Public Testimony

Vice Chair Ledell opened Public Testimony and hearing none, closed public testimony .

Related Discussion

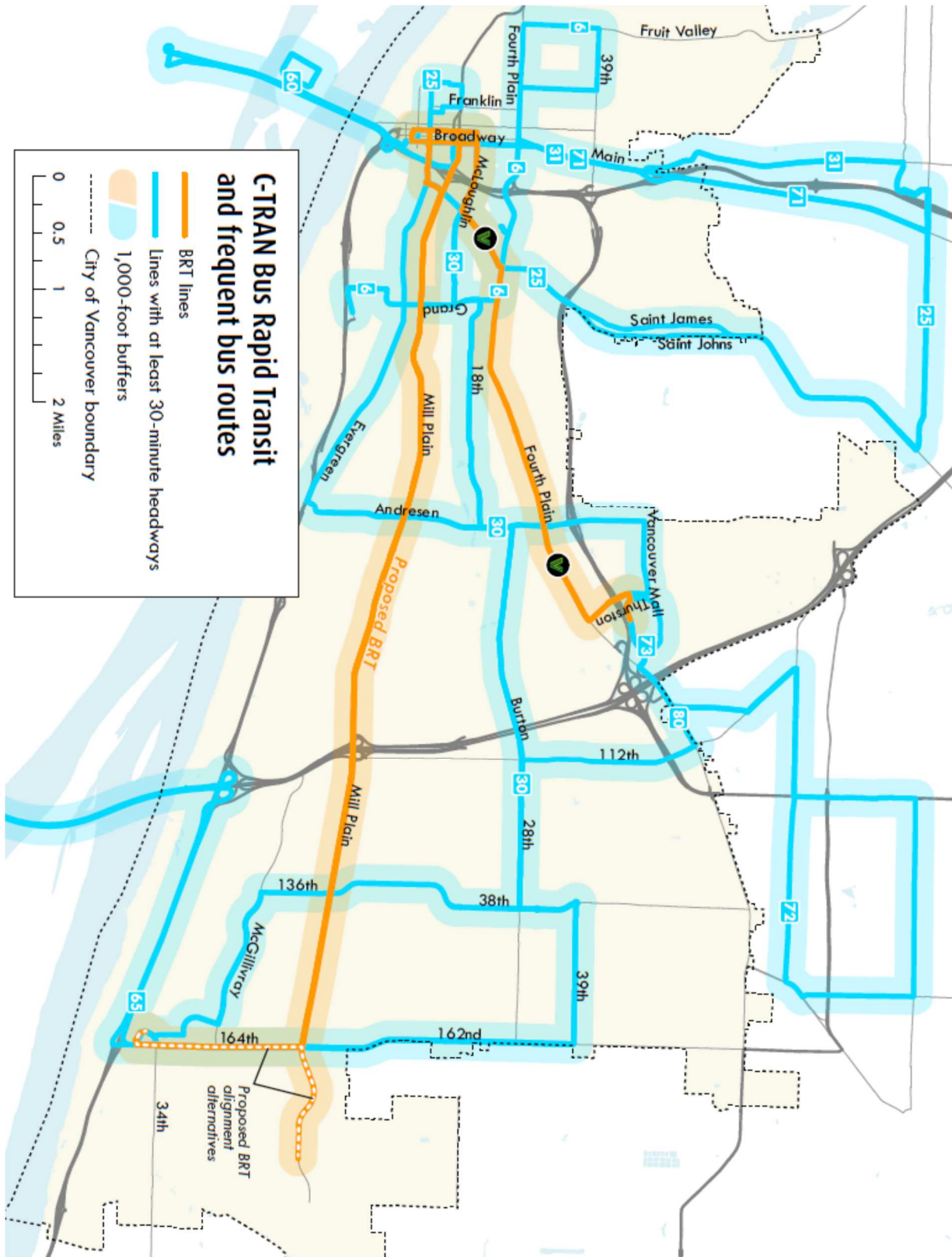
Commissioner Schulte asked why 1000 ft. was chosen for the high capacity transit boundary. Staff stated that the typical assumption for the walking distance in which transit is reasonably likely to be used is a quarter mile. 1000 ft. is chosen by rounding a quarter of a mile down to the nearest boundary length used elsewhere within City Code.

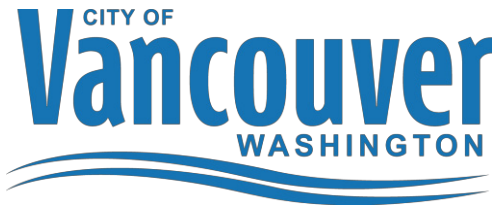
Commissioner Harroun asked what analysis has been done on the potential effect to the buildable lands inventory. Staff stated that the numbers presented in the Staff Report and public hearing presentation were derived from the Buildable Lands Inventory and that they show a relatively slow rate of consumption of commercial lands citywide, but it would depend on how much development occurs. Harroun elaborated by asking if staff had determined a forecast of how much commercial land will be used for residential purposes over time and how that may effect changes to the Urban Growth Boundary. Staff stated that the rate of attrition had not been calculated, but that existing options in city code allowing for noncommercial uses in commercial zones, such as a mixed use buildings, have been in place for several years and have not resulted in any legal challenges to the adequacy of the Vacant Lands Analysis.

Commissioner Atkins stated that he would prefer to add to the motion a requirement for staff to return to the Planning Commission with a review of any results of the code change so it may be revised as needed. Commissioner Schulte asked the other commissioners if they were comfortable with the shift from the first proposal, 20 of the housing units be available to those making 80% of the area median income, to the revised proposal of 40% of housing units much be available to those making 60% of area median income. Commissioner Atkins stated that he was concerned that this may make the projects more difficult to finance but that he thought the restriction in general was a step in the right direction and that this proposal is a worthy experiment.

Motion by Commissioner Atkins, **seconded** by Commissioner Schulte, and **carried unanimously** to forward a recommendation to City Council to approve the zoning code change to allow affordable housing projects in commercial zones as recommended and based on findings and the staff report, except with the words 'at least' inserted before '40%' in proposed footnote 8 to table 20.430.030-1 with the caveat that staff return to the commission three years from the date of adoption should it pass City Council.

Attachment 2 – Existing and Planned BRT Routes, and Existing High Frequency Bus Routes





MEMORANDUM

DATE: November 13, 2018

TO: Mayor and City Council
CC: Eric Holmes, City Manager
Bronson Potter, City Attorney

FROM: Amanda Delapena, Assistant to the City Council

RE: **Proposed process and timeline for filling vacant Council seat**

Council Policy 100-38 (adopted by Resolution No. M-3274 in January 2000, revised September 2018), outlines the process by which a Vancouver City Council vacancy should be filled, requiring that it be done at the earliest opportunity. This memorandum summarizes that process as it would apply to filling the impending vacancy of Council Seat 2.

Council feedback on these suggestions will be sought at a November 19, 2019, workshop.

1. Trigger of Appointment Process

A Council position shall be officially declared vacant upon the occurrence of any cause outlined in the City Charter, including "resignation, recall, forfeiture, written intent to resign, or death of a Councilmember" (*City Charter 2.06; Council Policy 100-38 Sect. 4.0*). *Council Seat 2 will be vacant on January 1, 2019, which is after the effective date of Councilmember Topper's resignation.*)

2. Media Advisory / Announcement of Appointment Process

Per Council policy, a display ad also must run in the *Columbian*, published once each week for at least two consecutive weeks and distributed through various outlets.

Advertisement of the position and application materials to be submitted to the *Columbian*, The Messenger, and Vancouver Business Journal; posted on the City's social media sites; distributed via the City's Office of Neighborhoods e-newsletter, Vancouver Connects e-newsletter and City Five news program; and distributed to all current members of Vancouver boards, commissions, committees, and task forces.

Timing: Media release to run in above outlets simultaneously starting November 30, 2018; Announcement in City outlets to remain posted/active throughout application period; Proposed run dates of display ad – Sundays, December 2, 9, 16 and 23, 2018

3. Application Period and Materials

Council policy outlines the materials applicants are required to submit. The list below is created from those requirements.

The application packet will be linked in the media advisory and made available via the same outlets listed above. A webpage will be created to allow for online submission of all application materials; hard copies will be provided by the City Manager's Office upon request and sent to The Hispanic Metropolitan Chamber, Partners in Careers, and the Clark College Career Center to be made available to members of the public who may inquire with those organizations.

Timing: Three-week application period to run November 30 through December 21, 2018.

Applicant Packet

- Applicant letter with timeline and list of materials required for consideration (see below)
- Media advisory announcing the vacancy
- Application form
- Background check consent form
- Washington PDC Personal Financial Affairs Form (F-1)
- Instructions for completing the PDC (from PDC website)
- Copy of City Charter, Articles I and II
- 2019 draft City Council Meeting calendar

Materials to be returned by applicants

- Application form
- Background check consent form
- PDC Personal Financial Affairs Form (F-1)
- Resume
- Letters of endorsement/recommendation (optional – up to 3 per applicant)

Candidate Qualifications (per City Charter / Council Policy)

- Over 18
- Citizen of the United States
- Resident of the city
- Not convicted of a felony, unless a certificate of discharge has been obtained
- Hold no other public office
- Cannot be employed under the City government
- Submit all required application materials (see above) by the deadline
- Interview in a public session by City Council, to be televised on CVTV

4. Distribution of applications & Council individual review of applicants

- 1) CMO staff provides Council with all applicant files by Wednesday, December 26.
- 2) Councilmembers individually review files and prepare for discussion of candidate qualifications during executive session on January 7.
 - a. *If more than 10 eligible applicants:* Each Councilmember will develop an *unranked* list of up to 15 applicants whom they wish to move forward in the process and submit that list to the Council Assistant by January 3. The Council Assistant will aggregate all Councilmember lists into one unranked master list of the 10-15 applicants most commonly selected among the individual lists.

- 3) On December 31, 2018, the names of all eligible applicants will be released to the public, and redacted versions of applicant files will be posted on the City's website.
- 4) On January 7 (4:30 p.m.), Council will meet to determine how many applicants they intend to invite for an interview and how those applicants will be selected*.

**In February 2018, Council first decided, in public session, to interview 6 applicants and that each councilmember and the mayor would select one person to interview. Following executive session, each Councilmember nominated (in roll call order) one applicant to be interviewed. Discussion and/or objections were to be raised at the time of nomination prior to moving on to the next nomination. In the event of an objection to a nominee, the Councilmember who nominated that applicant would have an opportunity to nominate an alternate applicant. Following the 6 nominations, Council voted on the slate of interviewees proposed.*
- 5) On January 7 (4:45-6:30 p.m.), an executive session is scheduled with Council and appropriate City staff for the purpose of Council's review of candidate qualifications.
 - a. Results of candidate background checks completed by City staff will be provided at this time.
 - b. *If more than 10 eligible applicants*, the master list of most commonly selected names will be provided to Council at this time.
 - c. Evaluate and discuss candidate qualifications.
- 6) On January 7, Council will reconvene in a public session at the normal Council meeting time (6:30 p.m.) to select the applicants they would like to invite for the public interview on January 14, based on the process previous decided upon.
- 7) On January 8, CMO staff will confirm interview times with selected applicants and provide further details as to the format of the interview meeting. CMO staff will also call all applicants not selected for an interview to notify them.
- 8) On January 8, City press release announces list of applicants to be interviewed January 14

5. Interview Meeting

Candidate Interviews – January 14, 2019 – beginning at 4 p.m.

Councilmembers and Mayor provide 1 primary interview question and 1 back-up interview question each (per policy) to the Mayor and Council Assistant by noon on January 14.

City staff compiles interview questions, and distributes to City Council prior to interviews. A copy of the interview question list will be taped to the presenter desk in Council Chambers so each applicant can reference the questions at the time of their interview.

The agenda for the Interview Meeting will generally be as follows*:

- Open session
 - Call to order and roll call
 - Mayor announces format and ground rules for the meeting
 - Mayor & Council draw names at random to determine the order in which applicants will be interviewed
 - 5-minute recess to sequester all applicants except the first interviewee

- Candidate interviews (see format below)
 - Executive Session re: evaluation of candidate qualifications
 - Open session to make nominations and vote on appointment
- *Breaks will be built into the agenda as appropriate; Council may re-enter executive session during the balloting process to further discuss candidate qualifications if necessary.*

In the event that interviews run beyond the time provided for in council meeting policy, a January 15 special meeting will be scheduled for executive session deliberations and appointment in public session.

Interview Format:

Per Council policy, a maximum of 30 minutes each will be set aside for candidate interviews, following the below format:

- The applicant shall present his or her credentials to the City Council (up to 10 minutes).
- The City Council shall ask the predetermined set of questions, one question per Councilmember, which must be responded to by the applicant. Each applicant will be asked and will answer the same set of questions and will have two (2) minutes to answer each question (up to 14 minutes)
- An informal question-and-answer period during which Councilmembers may ask and receive answers to miscellaneous or follow-up questions (remainder of time).

Applicants will be sequestered in city hall during the interview process with restricted access to devices that could allow viewing of the proceedings. CMO staff escort applicants to and from Council Chambers for interviews. Refreshments will be provided for the applicants during the sequestration.

6. Post-Appointment Steps

Information regarding the Council's ultimate appointment decision will be announced via press release immediately following adjournment of the Council meeting (January 14, or January 15 if necessary).

City staff will provide immediate orientation to the new Councilmember January 16-28 (and beyond, as needed)

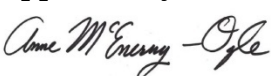
The appointed Councilmember will be sworn in at the Council meeting on January 28, 2019.

Attachments

- Council Policy 100-38
- Draft process timeline
- Draft applicant packet



POLICY AND PROCEDURE

CITY OF VANCOUVER WASHINGTON	INDEX			
	Administrative/Council/City Manager			
Subject	Number 100-38	REV. C	Effective Date 9/24/18	Page 1 of 6
Filling City Council Vacancies	Supersedes 1/4/11	Prepared by: 		Approved by: 

1.0 Purpose

The purpose of this policy is to provide guidance to City Council when a Vancouver Councilmember position becomes vacant before the expiration of the official's elected term of office. Pursuant to state law, a vacancy shall be filled only to serve the remainder of the unexpired term until the next regular election.

2.0 Organizations Affected

City Council/City Manager

3.0 References

Vancouver City Charter – Sections 2.01 Terms; 2.02 Qualifications; 2.06 Vacancies Defined; 2.08 Vacancies in Council

RCW 29A.60.270 Beginning of terms; RCW 29A.60.280 Term of office; 42.30.110(h) – Executive Session Allowed to Consider Qualifications of a Candidate for Appointment of Elective Office; RCW 42.30.060 – Prohibitions on Secret Ballots; RCW 42.12 – Vacant Position

City Council Resolution M-3274, January 3, 2000
City Council Resolution, M-3730, January 3, 2011
City Council Resolution M-3980, September 24, 2018

4.0 Notification Process

A Council position shall be officially declared vacant upon the occurrence of any of the causes of vacancy set forth in City of Vancouver Charter, Section 2.06, including resignation, recall, forfeiture, written intent to resign, or death of a Councilmember. The

Councilmember who is vacating his or her position cannot participate in the appointment process.

Vacancies in the City Council shall be filled by a majority vote of the remaining members of the City Council. Such appointee shall hold office only until the next regular general election, at which time the appointee may run to serve the remainder of the unexpired term.

City Council shall direct staff to begin the Councilmember appointment process and establish an interview and appointment schedule so that the position is filled at the earliest opportunity. In the case of a councilmember submitting an intent to resign, the application process may commence prior to the effective date of the resignation. The overall length of the process timeline should allow for the expedient conclusion of the appointment process, but also sufficient time for Council evaluation of candidates. The City Manager's Office will propose an appointment schedule to the Council prior to advertisement of the vacancy.

The City Manager's Office shall prepare and submit a display advertisement to *The Columbian, Oregonian and Daily Insider*, posted on the City's website and social media site, distributed via the City's internal and external newsletter services (*Currents, Emma, Office of Neighborhoods, etc.*), and distributed to all current members of Vancouver advisory boards, commissions, committees, and task forces (per Council policy 100-06) via email to the staff of those bodies with copies to other local media outlets, which announces the vacancy consistent with the requirements necessary to hold public office: that the applicant be a qualified elector¹ and hold no other public office; and have no employment under the city government.

This display advertisement shall be published once each week for two consecutive weeks. This display advertisement shall contain other information, including, but not limited to; time to be served in the vacant position; election information, including qualifications of an elected official; salary information; Councilmember powers and duties; complete list of materials required to apply for appointment; the deadline date and time for submitting applications; interview and appointment schedules; and such other information that the City Council deems appropriate.

5.0 Application Process

5.1 The Application

The City Manager's Office shall prepare an application form which requests appropriate information for City Council consideration of the applicants. The application form will request the following information from the applicant:

¹ To be a "qualified elector" a person must be at least 18; a citizen of the United States; have lived in the city for at least 30 days prior to the election at which they offer to vote; have not been convicted of a felony unless their civil rights have been restored. Washington State Constitution Article VI, Section 1.

- Pertinent contact information
- Confirmation the applicant is a qualified elector¹
- Answers to the following:
 1. Is there anything in your background that would attract heightened public scrutiny if undisclosed and later discovered?
 2. Please give a brief summary of your background and experience, including education, work history and civic engagement activities.
 3. Why are you seeking appointment to the City Council? What do you feel your qualifications are for the position?

Applications will be available at City of Vancouver offices, on the City's website and such other locations that the City Council deems appropriate.

5.2 Supplemental Materials

In addition to the application form, the applicants will also be required to provide a completed Washington State PDC form F-1 and a current resume. The F-1 form must be provided directly to the City Manager's Office. It should not be submitted on the Washington PDC website.

In addition to the required supplemental materials, candidates may also submit additional supportive information, such as a list of endorsements, up to three (3) letters of reference, and other pertinent materials. Endorsements and letters of reference should include contact information for the person(s) supporting the candidate.

5.3 Conclusion of Application Period

The application period shall be open for at least two weeks and no more than 30 days following the announcement of the vacancy and details of the appointment process. The length of the application period will be included in the proposed appointment schedule, as set forth in section 4.0.

Applications received by the deadline date and time will be copied and circulated by the City Manager's Office to the Mayor and City Council within one (1) business day following the deadline. Candidates who submit completed application packets by the deadline will be required to also submit information necessary for the City to conduct a criminal background check, the results of which will be provided to the City Council.

All completed candidate application packets will be posted on the City's website following the application deadline and delivery of the packets to the City Council. Applicant materials will be redacted for non-disclosable information prior to being made public.

6.0 Council Evaluation of Candidates

City Councilmembers, individually, will conduct an initial review of all completed applications.

Council will meet in executive session at the next Council meeting to discuss applicant qualifications. It is permissible to meet in executive session to “evaluate the qualifications of a candidate for appointment to elective office.”² The City Manager’s Office will provide Council with the results of the candidate criminal background checks during this executive session.

In the event the City receives more than 10 completed applications, each City Councilmember will submit to the Council Assistant an unranked list of names of the candidates the Councilmember wishes to move forward in the process. Each Councilmember’s list should contain no more than 15 names. The Council Assistant shall aggregate all Councilmember lists into one unranked master list of the 10-15 candidates most commonly selected among the individual lists provided. The list shall be arranged in alphabetical order and shall only include the names of the candidates. This aggregated list shall be provided to the Council during the executive session held prior to the interview meeting.

Immediately following executive session, Council shall meet in public session to select which candidates to invite to participate in an interview at the next City Council meeting. The decision as to which applicants to interview will be based on the information contained in the application forms and Council’s evaluation of the qualifications of the candidates. The decision as to which candidates will be interviewed will be at the sole discretion of the City Council.

The City Manager’s Office shall notify applicants selected for interview of the location, date and time and format (per Section 7.0) of City Council interviews. In the event Council does not select all applicants to move forward to the interview, staff in the City Manager’s Office will notify those candidates not selected of their status. Information about the interview meeting and those applicants selected for an interview will be announced to the public via a news release and posted on the City’s website after all applicants have been contacted.

Prior to the date and time of the interview meeting, each Councilmember shall submit one interview question and one back-up question to the Mayor and Council Assistant. If two or more Councilmembers submit the same primary question, the Mayor shall choose whose to accept, and the back-up question(s) from the other Councilmember(s) will be used. The final list of questions will be provided to all of Council prior to the interview meeting. Each Councilmember will ask his or her question during the interviews.

² RCW 42.30.110(1)(h).

7.0 Interview Meeting

An interview meeting shall be scheduled for a regularly scheduled Council meeting. The meeting will be open to the public and broadcast and live streamed by CVTV.

At the opening of the interview meeting, the Mayor shall provide an overview of the format and ground rules for the meeting. The applicant's order of appearance also shall be determined at this time by a random lot drawing performed by the Council Assistant.

In order to ensure each candidate has a fair and equal opportunity to speak with Council, all candidates shall be sequestered at City Hall for the duration of all candidate interviews. Access to electronic devices shall be prohibited during sequestration. Candidates will be ushered to and from the City Council Chambers by a member of City staff in order to participate in their interview at the pre-determined time. Candidates will be released from sequestration upon conclusion of the final interview and may observe the remainder of the public portion of the Council meeting.

Each candidate interview shall be no more than 30 minutes in length. The Council may reduce the 30-minute interview time if the number of applicants exceeds six candidates. Each interview shall follow the following format:

- The applicant shall present his or her credentials to the City Council (up to 10 minutes).
- The City Council shall ask the predetermined set of questions, one question per Councilmember, which must be responded to by the applicant. Each applicant will be asked and will answer the same set of questions and will have two (2) minutes to answer each question (up to 14 minutes)
- An informal question-and-answer period during which Councilmembers may ask and receive answers to miscellaneous or follow-up questions (remainder of time).

8.0 Voting

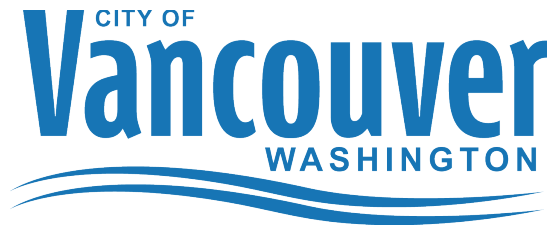
Upon completion of the interviews, Councilmembers may convene into Executive Session to further evaluate the qualifications of the candidates; however, all interviews, nominations and votes taken by the Council shall be in open public session.

Balloting will continue until a nominee receives a majority of votes.

At any time during the balloting process, the City Council may postpone balloting until a date certain or regular meeting if a majority vote has not been received.

Nothing in this policy shall prevent the City Council from reconvening into Executive Session to further discuss the candidate qualifications.

The Mayor shall declare the nominee receiving the majority vote as the new Councilmember and he or she shall be sworn into office at the earliest opportunity, or no later than the next regularly scheduled City Council Meeting.



Dear Applicant:

Thank you for your interest in applying for the vacant position on the Vancouver City Council. The following is a summary of the appointment process, timeline and requirements for consideration. Vancouver's process for making an appointment to a City Council vacancy is outlined in detail in City Council Policy and Procedure No. 100-38: Filling City Council Vacancies. A copy of this policy is attached for your reference.

The application period will close at **5 p.m. on Friday, Dec. 21, 2018**. Completed applications will then be provided to the City Council for review and consideration. During this time, the City will also complete background checks on all applicants who have met the qualifications listed below. The names of all applicants will be made public on **Monday, Dec. 31. Electronic copies of all application files will be posted on the City's website at this time** after being redacted for personal information that is not subject to public disclosure.

Following an executive session on **Monday, Jan. 7**, City Council will publicly announce which applicants will move on to the interview phase of the process. Candidate interviews will take place in a televised public meeting on **Monday, Jan. 14** in the City Council Chambers.

After all interviews, the City Council will deliberate and ultimately make an appointment in public session on Jan. 14 or, if necessary, at a Jan. 15 special meeting. The successful candidate will be sworn in at the Regular Council Meeting on Jan. 28, 2019, and will be expected to participate in a series of orientation sessions conducted by City staff shortly after being appointed. The draft timeline for these steps is included in this packet. The timeline is subject to change as determined necessary by City Council.

ELIGIBILITY

Please review the following qualifications or requirements carefully to determine your eligibility for consideration for **appointment**:

- Must have lived within the Vancouver city limits at least 30 days prior to appointment
- Must not hold any other public office or employment under the City of Vancouver government and/or organization
- Must be a qualified elector (over 18 years old; be a U.S. citizen; and have no felony convictions, unless a certificate of discharge has been obtained)
- Must submit a completed application for appointment and include all required supplemental materials (see below) to the Vancouver City Manager's Office **NO LATER THAN 5 p.m. on Dec. 21, 2018**
- If invited to do so, participate in an interview in public session conducted by the City Council on Monday, Jan. 14, 2019 (will be televised on CVTV Cable Channels 23 and 323).

Please also refer to Vancouver City Charter [Article I: Government](#) and [Article II: The Council](#) (attached) for more information about Councilmember duties and expectations. For further information about the operating policies of the Vancouver City Council, you may also wish to review the City Council Policies and Procedures found on the City's website here: www.cityofvancouver.us/citycouncil/page/city-council-policies.

APPLICANT PACKET

Attached you will find the following resources and forms to assist you with your application.

- Timeline of appointment process steps
- City of Vancouver media advisory announcing the vacancy
- Candidate application form*
- PDC Personal Financial Affairs Form ([F-1](#))*
- [Instructions](#) for completing the F-1 form
- 2019 City Council Meeting calendar
- Copy of City Charter, Articles I and II
- City Council Policy 100-38: Filling Council Vacancies

*The following materials **MUST** be returned to the City of Vancouver **NO LATER THAN 5 p.m. on Dec. 21, 2018**, in order to be considered for this position (see *submission instructions on following page*):

- **Signed application** form with answers to the supplemental questions included on the form
- Applicant's **current resume**
- **PDC Personal Financial Affairs Form ([F-1](#))** – *please DO NOT submit this form electronically on the PDC website. It must be returned to the City of Vancouver with the rest of your materials*
- **OPTIONAL:** A list of endorsements and up to 3 letters of reference/recommendation is optional. Any endorsements and/or references should include contact information for the person(s) making the recommendation.

Copies of this application packet and assistance with preparation of application materials may be accessed through the following organizations:

Hispanic Metropolitan Chamber

Contact: Diana D. Nuñez, President
(360) 450-9044 | dnunez@hmccoregon.com

Partners in Careers

Contact: Lynette Ferguson, Employment Specialist
(360) 696-8417 | lynette@swwpic.org

Clark College Career Center

Contact: (360) 992-2902
Please call for an appointment

Washington Public Disclosure Commission (for assistance with F-1 form):

Contact: 1-877-601-2828 | www.pdc.wa.gov

APPLICATION SUBMISSION

Please submit your completed application and supplemental materials via one of the following methods:

Online	www.cityofvancouver.us/council-vacancy
E-Mail	amanda.delapena@cityofvancouver.us <i>*Please print and sign Application and F-1 forms prior to returning</i>
Mail	Vancouver City Council ATTN: Amanda Delapena P.O. Box 1995 Vancouver, WA 98668-1995
In Person	Vancouver City Hall 1 st Floor Lobby Visitor Desk 415 W. 6 th Street Vancouver, WA

Please note: Appointment to this Council position is not election to the office. The Council appointee will only hold office until the November 2019 general election (Nov. 5, 2019). If the appointed Councilmember desires to continue serving past this point, and is qualified, he or she may run for election in the 2019 general election (*see attached media advisory to review qualifications to be elected to office*).

Thank you again for your interest in serving the citizens of Vancouver. If you have any questions or require any assistance, please do not hesitate to contact me by phone at (360) 487-8605 or by e-mail at amanda.delapena@cityofvancouver.us.

Sincerely,



Amanda Delapena
Assistant to the City Council

Enclosures:

- Timeline of process
- City of Vancouver media advisory announcing Council vacancy
- Candidate application form
- PDC Personal Financial Affairs Form (F-1)
- Instructions for Completing the F-1
- 2019 City Council Meeting calendar - *DRAFT*
- City Charter Articles I and II
- City Council Policy 100-38: Filling City Council Vacancies

2018-2019 Council Appointment Process Timeline

Following dates subject to be adjusted by City Council as needed.

Nov. 30, 2018	Application period opens
Dec. 21, 2018, 5 p.m.	Application period closes
Dec. 26, 2018	COMPLETED application packets provided to City Councilmembers for individual review of candidates
Dec. 31, 2018	Names of all eligible applicants announced to public and applications posted on the City's website
Jan. 7	City Council Meeting – • 4:30 p.m. – Public meeting: Council to determine how many applicants to interview and process for selecting interviewees • 4:45-6:30 p.m. – Executive Session: Review of candidate qualifications • 6:30 p.m. – Public meeting: Council to determine interviewees
Jan. 8	City staff will notify each applicant of their interview status and provide further instructions to candidates selected for an interview.
Jan. 14 4:00 p.m.	City Council meeting – Candidate Interview Meeting • Public meeting: Candidate interviews • Executive session: Council discussion of interviewees' qualifications • Public meeting: Council nominations and action on appointment of new Councilmember
Jan. 15	<i>Special Council meeting, if necessary, to complete appointment process</i>
Jan. 16-28 (and ongoing)	Orientation of appointed Councilmember
Jan. 28	Council Meeting - New Councilmember sworn into office
Nov. 5, 2019	General Election



DRAFT - NEWS RELEASE

FOR IMMEDIATE RELEASE: November 28, 2018

CONTACT: Amanda Delapena, (360) 487-8605, amanda.delapena@cityofvancouver.us

City seeks applicants for open City Council position

Vancouver, Wash. – The Vancouver City Council is seeking applicants to fill Council Seat 2, which will be vacant as of Jan. 1, 2019, due to the resignation of Councilmember Alishia Topper. Councilmember Topper has been elected Clark County Treasurer and has submitted her intent to resign from her Council seat as, effective Jan. 1, 2019.

The council appointee will only hold office until the Nov. 2019 general election and, if interested and qualified, could run for election then (applicant must have been a resident of the city of Vancouver for 2 continuous years prior to Nov 5, 2019, in order to run for office, and fulfill the requirements to hold Vancouver City public office outlined below).

Application details can be found below. All interviews, application forms and information supplied by applicants are considered public records. Completed and eligible application packets will be posted on the City's website following the closure of the application period after being redacted for personal information that is not subject to public disclosure.

Application period:

Opens: Nov. 30, 2018.

Closes: Dec. 21, 2018 at 5:00 p.m.

Applying for the council appointment:

Applicants must submit a resume, application form, Washington Public Disclosure Form (F-1) and a release for criminal background information. Application forms can be found at <http://www.cityofvancouver.us/council-vacancy> or picked up at the visitor check-in desk in the lobby at City Hall (415 W. 6th St.).

Requirements to hold Vancouver City Council public office:

Applicants must hold no other public office or employment under the Vancouver city government, have lived within the Vancouver city limits for 30 days prior to appointment, and be a qualified elector (over

18, a citizen of the U.S., and have no felony conviction, unless a certificate of discharge has been obtained). **Councilmember power and duties:**

Councilmember powers and duties include serving as a member of the city's legislative body; adopting ordinances, resolutions, budget and policies to lead the city, serve on boards, commission and committees as assigned (see [Vancouver City Charter, Section 2.05](#)).

Salary:

\$2005 monthly (for 2019)

Interview and announcement schedule:

Announcement of all applicants' names: Dec. 31, 2018

Announcement of applicants selected for interviews: Jan. 8, 2019

Applicant interviews: Jan. 14, 2019

Council decision and announcement of appointee's name: Jan. 14, 2019

Appointee swear-in date: Jan. 28, 2019

Applications can be submitted:

Online: www.cityofvancouver.us/council-vacancy

By email: amanda.delapena@cityofvancouver.us

In person: Deliver to visitor check-in desk in the lobby at Vancouver City Hall, 415 W. 6th Street.

By mail: Office of the City Council, Attn: Amanda Delapena, P.O. Box 1995, Vancouver, WA 98668

Assistance with application preparation is available by contacting:

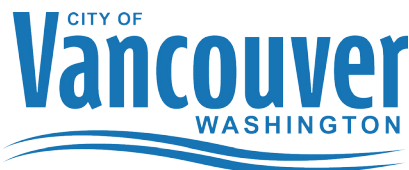
Hispanic Metropolitan Chamber, Diana D. Nuñez, President; (360) 450-9044,
dnunez@hmccoregon.com

Partners in Careers, Lynette Ferguson, Employment Specialist; (360) 696-8417, lynette@swwpic.org

Clark College Career Center, (360) 992-2902 (please call for an appointment)

Washington Public Disclosure Commission (for assistance with F-1 form): 1-877-601-2828,
www.pdc.wa.gov

###



Application for Vancouver City Council

TO FILL OUT REMAINDER OF TERM FOR VACATED COUNCIL POSITION

Rev. 10/9/18

[Clear Form](#)

APPLICANT PERSONAL INFORMATION (please type or print)

Legal First Name:	Legal Last Name:	Preferred Name: (if different from legal name)
Home Street Address:		
Mailing Address: (if different from above)	Primary Phone:	
E-Mail Address: (Please note: a current <u>and active</u> email address is required to complete a mandatory criminal background check)		

APPLICANT ELIGIBILITY

On what date did you begin continuously living within the Vancouver city limits?	
Are you over 18?	☐ Yes ☐ No
Are you a registered voter? (Not a requirement)	☐ Yes ☐ No
Do you hold any other public office or employment under the City of Vancouver? (If yes, please explain; use separate page if necessary)	☐ Yes ☐ No
Have you ever been convicted of a felony?	☐ Yes ☐ No
If yes, have you received a certificate of discharge from the court?	☐ Yes ☐ No

SUPPLEMENTAL QUESTIONS (Please provide your answers on a separate page)

1. Please give a brief summary of your background and experience, including education, work history, and civic engagement activities.
2. Why are you seeking appointment to the City Council? What do you feel your qualifications are for the position?
3. Is there anything in your background that would attract heightened public scrutiny if undisclosed but later discovered? If yes, please explain.

SUBMISSION INSTRUCTIONS

To be considered for this appointment you must submit:

1) This application form; 2) a current resume; and 3) a completed Washington State Public Disclosure (PDC) Form F-1. Endorsements (include contact information), up to 3 letters of reference, and other pertinent materials are welcome but not required.

Please return all application materials by no later than **5 P.M. FRIDAY, DECEMBER 21, 2018**, to:

City of Vancouver
ATTN: Amanda Delapena, City Manager's Office
P.O. Box 1995
Vancouver, WA 98668-1995
PHONE: (360) 487-8605 | E-MAIL: amanda.delapena@cityofvancouver.us

APPLICANT
SIGNATURE:

Date:

Vancouver City Council

2019 Meeting Calendar



January

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- Regular Meeting
- Consent Agenda Meeting & Citizen Forum,
- Holiday/5th Monday—No Meeting (*see reverse side for details*)
- Special Meeting (**see reverse side for details*)

Workshops 4-6 pm, unless otherwise noted on agenda | All meetings begin at 6:30 pm



City Council meets at 6:30 p.m., every 1st through 4th Mondays every month in the Council Chambers at:

Vancouver City Hall
415 W. 6th Street
Vancouver, WA

- ◆ Regular Meetings, which may or may not include public hearings, are held on the 1st and 3rd Mondays.
- ◆ Consent Agenda Meetings are held on the 2nd and 4th Mondays. Consent meetings conclude with a Citizen Forum of up to 90 minutes, during which citizens are invited to come testify to the Council regarding any matter of interest.

Council does not meet on 5th Mondays or on federally recognized holidays. City Charter requires Council to hold at least two Regular Meetings per month. In the event a holiday falls on a Regular Meeting date, that Regular Meeting will be held the following Monday in lieu of a Consent Agenda meeting.

***Jan. 14, 2019—Special Meeting: Council Candidate Interviews & Appointment**

2019 Monday Holidays

- ◆ Jan. 21—Martin Luther King Jr. Day
- ◆ Feb. 18—Presidents Day
- ◆ May 27—Memorial Day
- ◆ July 22—Council break
- ◆ Sept. 2—Labor Day
- ◆ Nov. 11—Veterans Day
- ◆ Dec. 23—Council break

2019 5th Mondays

- ◆ April 29
- ◆ July 29
- ◆ Sept. 30
- ◆ Dec. 30

Additional 2019 Holidays—City offices closed

- ◆ Tuesday, Jan. 1—New Year's Day
- ◆ Thursday, July 4—Independence Day
- ◆ Thursday & Friday, Nov. 21 & 22—Thanksgiving Day and following day
- ◆ Wednesday, December 25—Christmas Day

Anne McEnerny-Ogle, Mayor

Bart Hansen | Bill Turlay | Ty Stober | Linda Glover | Laurie Lebowsky

www.cityofvancouver.us/council

PUBLIC DISCLOSURE COMMISSION  711 CAPITOL WAY RM 206 PO BOX 40908 OLYMPIA WA 98504-0908 (360) 753-1111 TOLL FREE 1-877-601-2828		PDC FORM F-1 (1/15)		PERSONAL FINANCIAL AFFAIRS STATEMENT		P M O A S R T K R E C E I V E D																																					
Refer to instruction manual for detailed assistance and examples. Deadlines: Incumbent elected and appointed officials -- by April 15. Candidates and others -- within two weeks of becoming a candidate or being newly appointed to a position. SEND REPORT TO PUBLIC DISCLOSURE COMMISSION				<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th style="text-align: left;">DOLLAR CODE</th> <th style="text-align: left;">AMOUNT</th> </tr> <tr> <td>A</td> <td>\$1 to \$4,499</td> </tr> <tr> <td>B</td> <td>\$4,500 to \$23,999</td> </tr> <tr> <td>C</td> <td>\$24,000 to \$47,999</td> </tr> <tr> <td>D</td> <td>\$48,000 to \$119,999</td> </tr> <tr> <td>E</td> <td>\$120,000 or more</td> </tr> </table>		DOLLAR CODE	AMOUNT	A	\$1 to \$4,499	B	\$4,500 to \$23,999	C	\$24,000 to \$47,999	D	\$48,000 to \$119,999	E	\$120,000 or more																										
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Filing Status (Check only one box.) ☐ An elected or state appointed official filing annual report ☐ Final report as an elected official. Term expired: _____ ☐ Candidate running in an election: month _____ year _____ ☒ Newly appointed to an elective office ☐ Newly appointed to a state appointive office ☐ Professional staff of the Governor's Office and the Legislature				Office Held or Sought Office title: <u>City Councilmember</u> County, city, district or agency of the office, name and number: <u>City of Vancouver</u> Position number: <u>Seat 2</u> Term begins: <u>01/28/19</u> ends: <u>11/6/19</u>																																							
1 Show Self (S) Spouse (SP/DP) Dependent (D) INCOME List each employer, or other source of income (pension, social security, legal judgment, etc.) from which you or a family member, including registered domestic partner, received \$2,400 or more during the period. Include stock options received during the reporting period that had a value of \$2,400 or more. (Report interest and dividends in Item 3.) <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 5px;"> <tr> <th style="width: 50%;">Name and Address of Employer or Source of Compensation</th> <th style="width: 30%;">Occupation or How Compensation Was Earned</th> <th style="width: 20%;">Amount: (Use Code)</th> </tr> <tr> <td style="height: 150px;"></td> <td></td> <td></td> </tr> </table> Check Here ☐ if continued on attached sheet								Name and Address of Employer or Source of Compensation	Occupation or How Compensation Was Earned	Amount: (Use Code)																																	
Name and Address of Employer or Source of Compensation	Occupation or How Compensation Was Earned	Amount: (Use Code)																																									
2 REAL ESTATE List street address, assessor's parcel number, or legal description AND county for each parcel of Washington real estate with value of over \$12,000 in which you or a family member, including registered domestic partner, held a personal financial interest during the reporting period. (Show partnership, company, etc. real estate on F-1 supplement.) <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 5px;"> <tr> <th style="width: 25%;">Property Sold or Interest Divested</th> <th style="width: 10%;">Assessed Value (Use Code) B</th> <th style="width: 30%;">Name and Address of Purchaser</th> <th colspan="3" style="width: 35%;">Nature and Amount (Use Code) of Payment or Consideration Received</th> </tr> <tr> <td style="height: 80px;"></td> <td></td> <td></td> <td colspan="3"></td> </tr> <tr> <th style="width: 25%;">Property Purchased or Interest Acquired</th> <th style="width: 10%;">B</th> <th style="width: 15%;">Creditor's Name/Address</th> <th style="width: 10%;">Payment Terms</th> <th style="width: 15%;">Security Given</th> <th style="width: 25%;">Mortgage Amount - (Use Code) Original Current</th> </tr> <tr> <td style="height: 80px;"></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <th style="width: 25%;">All Other Property Entirely or Partially Owned</th> <th style="width: 10%;">B</th> <th style="width: 15%;"></th> <th style="width: 15%;"></th> <th style="width: 15%;"></th> <th style="width: 25%;"></th> </tr> <tr> <td style="height: 80px;"></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </table> Check here ☐ if continued on attached sheet								Property Sold or Interest Divested	Assessed Value (Use Code) B	Name and Address of Purchaser	Nature and Amount (Use Code) of Payment or Consideration Received									Property Purchased or Interest Acquired	B	Creditor's Name/Address	Payment Terms	Security Given	Mortgage Amount - (Use Code) Original Current							All Other Property Entirely or Partially Owned	B										
Property Sold or Interest Divested	Assessed Value (Use Code) B	Name and Address of Purchaser	Nature and Amount (Use Code) of Payment or Consideration Received																																								
Property Purchased or Interest Acquired	B	Creditor's Name/Address	Payment Terms	Security Given	Mortgage Amount - (Use Code) Original Current																																						
All Other Property Entirely or Partially Owned	B																																										

CONTINUE ON NEXT PAGE

3**ASSETS / INVESTMENTS - INTEREST / DIVIDENDS**

List bank and savings accounts, insurance policies, stock, bonds and other intangible property (including but not limited to stock options) held during the reporting period.

A. Name and address of each bank or financial institution in which you, a family member, including registered domestic partner, had an account over \$24,000 any time during the report period.	Type of Account or Description of Asset	Asset Value (Use Code)	Income Amount (Use Code)
B. Name and address of each insurance company where you, a family member, including registered domestic partner, had a policy with a cash or loan value over \$24,000 during the period.			
C. Name and address of each company, association, government agency, etc. in which you, a family member, including registered domestic partner, owned or had a financial interest worth over \$2,400. Include stocks, bonds, ownership, retirement plan, IRA, notes, stock options, and other intangible property. If you, your spouse, registered domestic partner and/or dependents had decision making authority regarding individual assets/investments list each asset or investment, the value and any income amount. EXAMPLE: If you self-directed an investment account identify each stock or other asset in that account.			

Check here ☐ if continued on attached sheet.

4**CREDITORS**

List each creditor you or a family member, including registered domestic partner, owed \$2,400 or more any time during the period. Don't include retail charge accounts, credit cards, or mortgages or real estate reported in Item 2.

**AMOUNT
(USE CODE)**

Creditor's Name and Address	Terms of Payment	Security Given	Original	Present
Check here ☐ if continued on attached sheet.				

5

All filers answer questions A thru D below. If the answer is YES to any of these questions, the F-1 Supplement must also be completed as part of this report. If all answers are NO and you are a candidate for state or local office, an appointee to a vacant elective office, or a state executive officer filing your initial report, no F-1 Supplement is required.

Incumbent elected officials and state executive officers filing an annual financial affairs report also must answer question E. An F-1 Supplement is required of these officeholders unless all answers to questions A thru E are NO.

- A. At any time during the reporting period were you, your spouse, registered domestic partner or dependents (1) an officer, director, general partner or trustee of any corporation, company, union, association, joint venture or other entity or (2) a partner or member of any limited partnership, limited liability partnership, limited liability company or similar entity including but not limited to a professional limited liability company? ____ If yes, complete Supplement, Part A.
- B. Did you, your spouse, registered domestic partner or dependents have an ownership of 10% or more in any company, corporation, partnership, joint venture or other business at any time during the reporting period? ____ If yes, complete Supplement, Part A.
- C. Did you, your spouse, registered domestic partner or dependents own a business at any time during the reporting period? ____ If yes, complete Supplement, Part A.
- D. Did you, your spouse, registered domestic partner or dependents prepare, promote or oppose state legislation, rules, rates or standards for compensation or deferred compensation (other than pay for a currently-held public office) at any time during the reporting period? ____ If yes, complete Supplement, Part B.
- E. **Only for Persons Filing Annual Report.** Regarding the receipt of items not provided or paid for by your governmental agency during the previous calendar year: 1) Did you, your spouse, registered domestic partner or dependents (or any combination thereof) accept a gift of food or beverages costing over \$50 per occasion? ____ or 2) Did any source other than your governmental agency provide or pay in whole or in part for you, your spouse, registered domestic partner and/or dependents to travel or to attend a seminar or other training? ____ If yes to either or both questions, complete Supplement, Part C.

ALL FILERS EXCEPT CANDIDATES. Check the appropriate box.

- ☐ I hold a state elected office, am an executive state officer or professional staff. I have read and am familiar with RCW 42.52.180 regarding the use of public resources in campaigns.
- ☐ I hold a local elected office. I have read and am familiar with RCW 42.17A.555 regarding the use of public facilities in campaigns.

***CANDIDATES:** Do not use public agency addresses or telephone numbers for contact information.

CERTIFICATION: I certify under penalty of perjury that the information contained in this report is true and correct to the best of my knowledge.

Signature _____ Date _____

Contact Telephone: () *

Email: _____ (work) *

Email: _____ (Home) Optional

CLEAR FORM

REPORT NOT ACCEPTABLE WITHOUT FILER'S SIGNATURE



PUBLIC DISCLOSURE COMMISSION
 711 CAPITOL WAY RM 206
 PO BOX 40908
 OLYMPIA WA 98504-0908
 (360) 753-1111
 TOLL FREE 1-877-601-2828
 EMAIL: pdc@pdc.wa.gov

PDC FORM
F-1
 SUPPLEMENT
 (1/15)

SUPPLEMENT PAGE

PERSONAL FINANCIAL AFFAIRS STATEMENT

PROVIDE INFORMATION FOR YOURSELF, SPOUSE, REGISTERED DOMESTIC PARTNER, DEPENDENT CHILDREN AND OTHER DEPENDENTS IN YOUR HOUSEHOLD

Last Name	First	Middle Initial	DATE
-----------	-------	----------------	------

A

OFFICE HELD, BUSINESS INTERESTS:

Provide the following information if, during the reporting period, you, your spouse, registered domestic partner or dependents

- (1) were an officer, director, general partner, trustee, or 10 percent or more owner of a corporation, non-profit organization, union, partnership, joint venture or other entity; and/or
 - (2) were a partner or member of a limited partnership, limited liability partnership, limited liability company or similar entity, including but not limited to a professional limited liability company.
- Legal Name: Report name used on legal documents establishing the entity.
 - Trade or Operating Name: Report name used for business purposes if different from the legal name.
 - Position or Percent of Ownership: The office, title and/or percent of ownership held.
 - Brief Description of the Business/Organization: Report the purpose, product(s), and/or the service(s) rendered.
 - Payments from Governmental Unit: If the governmental unit in which you hold or seek office made payments to the business entity concerning which you're reporting, show the purpose of each payment and the actual amount received.
 - Payments from Business Customers and Other Government Agencies: List each corporation, partnership, joint venture, sole proprietorship, union, association, business or other commercial entity and each government agency (other than the one you seek/hold office) which paid compensation of \$12,000 or more during the period to the entity. Briefly say what property, goods, services or other consideration was given or performed for the compensation.
 - Washington Real Estate: Identify real estate owned by the business entity if the qualifications referenced below are met.

ENTITY NO. 1

Reporting For: Self ☐ Spouse ☐

Registered Domestic Partner ☐ Dependent ☐

LEGAL NAME:

POSITION OR PERCENT OF OWNERSHIP

TRADE OR OPERATING NAME:

ADDRESS:

BRIEF DESCRIPTION OF THE BUSINESS/ORGANIZATION:

PAYMENTS ENTITY RECEIVED FROM GOVERNMENTAL UNIT IN WHICH YOU SEEK/HOLD OFFICE:

Purpose of payments

Amount (actual dollars)

\$

PAYMENTS ENTITY RECEIVED FROM OTHER GOVERNMENT AGENCIES OF \$12,000 OR MORE:

Agency name:

Purpose of payment (amount not required)

PAYMENTS ENTITY RECEIVED FROM BUSINESS CUSTOMERS OF \$12,000 OR MORE

Customer name:

Purpose of payment (amount not required)

WASHINGTON REAL ESTATE IN WHICH ENTITY HELD A DIRECT FINANCIAL INTEREST (Complete only if ownership in the ENTITY is 10% or more and assessed value of property is over \$24,000. List street address, assessor parcel number, or legal description and county for each parcel):

Check here ☐ if continued on attached sheet

CONTINUE PARTS B AND C ON NEXT PAGE

Name

ENTITY NO. 2Reporting For: Self ☐ Spouse ☐Registered Domestic Partner ☐ Dependent ☐

LEGAL NAME:

POSITION OR PERCENT OF OWNERSHIP

TRADE OR OPERATING NAME:

ADDRESS:

BRIEF DESCRIPTION OF THE BUSINESS/ORGANIZATION:

PAYMENTS ENTITY RECEIVED FROM GOVERNMENTAL UNIT IN WHICH YOU SEEK/HOLD OFFICE:

Purpose of payments

Amount (actual dollars)

\$

PAYMENTS ENTITY RECEIVED FROM OTHER GOVERNMENT AGENCIES OF \$12,000 OR MORE:

Agency name:

Purpose of payment (amount not required)

PAYMENTS ENTITY RECEIVED FROM BUSINESS CUSTOMERS OF \$12,000 OR MORE

Customer name:

Purpose of payment (amount not required)

WASHINGTON REAL ESTATE IN WHICH ENTITY HELD A DIRECT FINANCIAL INTEREST (Complete only if ownership in the ENTITY is 10% or more and assessed value of property is over \$24,000. List street address, assessor parcel number, or legal description and county for each parcel):

Check here ☐ if continued on attached sheet**B****LOBBYING:**

List persons for whom you, or any immediate family member, including registered domestic partner, lobbied or prepared state legislation or state rules, rates, or standards for compensation or deferred compensation. Do not list pay from government body in which you are an elected official or professional staff member.

Person to Whom Services Rendered

Description of Legislation, Rules, Etc.

Compensation (Use Code)

Check here ☐ if continued on attached sheet**C****FOOD
TRAVEL
SEMINARS**

Complete this section if a source other than your own governmental agency paid for or otherwise provided all or a portion of the following items to you, your spouse, registered domestic partner or dependents, or a combination thereof: 1) Food and beverages costing over \$50 per occasion, excluding certain receptions as defined in WAC 390-20-020A; 2) Travel occasions; or 3) Seminars, educational programs or other training.

Date
Received

Donor's Name, City and State

Brief Description

Actual Dollar
AmountValue
(Use Code)

\$

Check here ☐ if continued on attached sheet

Information Continued

F-1 Supplement

Name

ENTITY NO.

Reporting For: Self ☐ Spouse ☐Registered Domestic Partner ☐ Dependent ☐

LEGAL NAME:

POSITION OR PERCENT OF OWNERSHIP

TRADE OR OPERATING NAME:

ADDRESS:

BRIEF DESCRIPTION OF THE BUSINESS/ORGANIZATION:

PAYMENTS ENTITY RECEIVED FROM GOVERNMENTAL UNIT IN WHICH YOU SEEK/HOLD OFFICE:

Purpose of payments

Amount (actual dollars)

\$

PAYMENTS ENTITY RECEIVED FROM OTHER GOVERNMENT AGENCIES OF \$12,000 OR MORE:

Agency name:

Purpose of payment (amount not required)

PAYMENTS ENTITY RECEIVED FROM BUSINESS CUSTOMERS OF \$12,000 OR MORE

Customer name:

Purpose of payment (amount not required)

WASHINGTON REAL ESTATE IN WHICH ENTITY HELD A DIRECT FINANCIAL INTEREST (Complete only if ownership in the ENTITY is 10% or more and assessed value of property is over \$24,000. List street address, assessor parcel number, or legal description and county for each parcel):

B**LOBBYING:** (Continued)

Person to Whom Services Rendered

Description of Legislation, Rules, Etc.

Compensation (Use Code)

C**FOOD
TRAVEL
SEMINARS** (continued)Date
Received

Donor's Name, City and State

Brief Description

Actual Dollar
Amount

\$

Value
(Use Code)

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Home > Personal Financial Affairs Disclosure Instructions > Completing The F-1

Completing The F-1

Get form

Provide all the information requested, including the last four digits of your nine-digit zip code. Always identify your spouse (SP) or registered domestic partner (DP). Also list your dependents (D when there is information to disclose for them. You must include financial information about yourself, your spouse or registered domestic partner, and your dependent children (even if they did not live with you during the reporting period) and other dependent relatives if they, in fact, lived with you during the period covered by the report and have reportable information to disclose.

Last Name DANIELS	First JACK	Middle Initial F	Names of immediate family members, including registered domestic partner. If there is no reportable information to disclose for dependent children, or other dependents living in your household, do not identify them. Do identify your spouse or registered domestic partner. See F-1 manual for details. SP – Aubrey Daniels
Mailing Address (Use PO Box or Work Address) * 1714 S Jackson St			
City Watertown	County Chavez	Zip + 4 99000	
Filing Status (Check only one box.) ☒ An elected or state appointed official filing annual report ☐ Final report as an elected official. Term expired: _____ ☐ Candidate running in an election: month _____ year _____ ☐ Newly appointed to an elective office ☐ Newly appointed to a state appointive office ☐ Professional staff of the Governor's Office and the Legislature			Office Held or Sought Office title: <u>Mayor</u> County, city, district or agency of the office, name and number: <u>Watertown</u> Position number: _____ Term begins: <u>Jan 2014</u> ends: <u>Dec 2017</u>

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Part 2: Real Estate

The Law Requires:

- A list, including legal or other sufficient descriptions as prescribed by the commission, of all real property in the state of Washington, the assessed valuation of which exceeds *ten thousand dollars in which any direct financial interest was acquired during the preceding calendar year, and a statement of the amount and nature of the financial interest and of the consideration given in exchange for that interest,
- A list, including legal or other sufficient descriptions as prescribed by the commission, of all real property in the state of Washington, the assessed valuation of which exceeds *ten thousand dollars in which any direct financial interest was divested during the preceding calendar year, and a statement of the amount and nature of the consideration received in exchange for that interest, and the name and address of the person furnishing the consideration, and
- A list, including legal or other sufficient descriptions as prescribed by the commission, of all real property in the state of Washington, the assessed valuation of which exceeds *ten thousand dollars in which a direct financial interest was held. If a description of the property has been included in a report previously filed, the property may be listed, for purposes of this subsection (1)(j), by reference to the previously filed report.

[RCW 42.17A.710\(1\)\(h\) - \(j\)](#).

Explanation:

It will be helpful to ask yourself these three questions:

1. What property did I or a family member sell or otherwise divest any financial interest in (give away, lose through legal judgment, etc.) during the reporting period?
2. What property did I or a family member buy or otherwise acquire any financial interest in (inherit, be given, acquire through a lease/purchase agreement, etc.) during the reporting period?
3. What other property did I or a family member own, fully or partially, any financial interest in during the entire reporting period?

Only disclose property located in Washington State that had, during the reporting period, an assessed value of over \$12,000. Typically reported real estate includes homes, farms, vacation cabins, inherited property, leased property, rental property, unimproved land, and mineral rights.

When listing property, use one of the following, along with the name of the county in which the property is located:

- Street address - do not use rural route or box numbers;
- Assessor's parcel number;
- Abbreviated legal description shown on property tax notices; or
- Complete legal description.

Property Sold or Interest Divested

You are divested of a financial interest in property if you no longer may claim full or partial legal ownership. Generally, this happens through sales, expiration of leases, condemnation or foreclosure.

If you or a family member sold or otherwise divested your interest in real property, give:

- its location,
- its assessed value during the reporting period (use Dollar Code shown on the form),
- the name and address of the new owner, and
- the kind of payment or consideration received as well as the amount of payment or consideration received (use Dollar Code).

"Payment or consideration" means such things as cash, cash plus mortgage, real estate contracts, exchanges or trading of property, and promissory notes. The Dollar Code for each part of the payment should be shown: For example: Cash - "C"; Mortgage - "E".

Property Purchased or Interest Acquired

You acquire an interest in real property through cash transactions, mortgages, lease agreements, deeds of trust, options to buy or lease, real estate contracts and the like.

If you or a family member for whom you're reporting acquired even a small financial interest in a piece of property that is located in Washington and was assessed at over \$12,000, you must disclose the following information:

- its location,
- its assessed value during the reporting period (use Dollar Code),

- the creditor's name and address,
- the payment terms (example: 25 years at 8% interest),
- the security given,
- the amount owed on the mortgage, lease or contract (use Dollar Code).

For property acquired during the reporting period, the "original mortgage amount" and the "current mortgage amount" may be the same. In this case, "current" refers to the amount owed on the last day of the reporting period, not the day you complete the report.

NOTE: Since you're listing who extended you credit, the terms and the amount owed, you do not have to repeat this information in Part 4, Creditors.

Other Property Entirely or Partially Owned

In this portion of the Real Estate section you'll report property in which an interest was held throughout the reporting period. Again, you'll report for yourself and appropriate family members and you'll include all Washington State property valued at over \$12,000, even if only a minor interest was held, except that which was bought or sold during the period (and reported as discussed above).

Report the same information as listed above in "Property Purchased or Interest Acquired." The notation about the Creditors section also applies here.

Once you've completed the Real Estate section, double check that you haven't forgotten to include, as sources of income in Part 1, businesses or government agencies that rented or leased property from you or your family.

2 REAL ESTATE		List street address, assessor's parcel number, or legal description AND county for each parcel of Washington real estate with value of over \$12,000 in which you or a family member, including registered domestic partner, held a personal financial interest during the reporting period. (Show partnership, company, etc. real estate on F-1 supplement.)			
Property Sold or Interest Divested	Assessed Value (Use Code)	Name and Address of Purchaser		Nature and Amount (Use Code) of Payment or Consideration Received	
1515 Oak Street Watertown	E	Karen Adams 1515 Oak Street, Watertown		Cash Real Estate Contract A D	
Property Purchased or Interest Acquired		Creditor's Name/Address	Payment Terms	Security Given	Mortgage Amount - (Use Code) Original Current
1714 S Jackson St Watertown	E	Watertown S & L 500 Grand Ave Watertown	20% down 4% APR for 20 years	Mortgage	E E
All Other Property Entirely or Partially Owned 635 Maple Avenue Watertown Check here ☐ if continued on attached sheet	C	No creditor			

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Part 3: Other Assets & Financial Holdings

The Law Requires:

Disclose each bank account, savings account, and insurance policy in which a direct financial interest was held that exceeds \$24,000 at any time during the reporting period; each other item of intangible personal property in which a direct financial interest was held that exceeds \$2,400 during the reporting period; the name, address, and nature of the entity; and the nature and highest value of each direct financial interest during the reporting period, [RCW 42.17A.710\(1\)\(b\)](#).

Explanation:

Bank Accounts (>\$24,000)

In this section, report the name and address of each bank, savings and loan, credit union or other financial institution in which you or an immediate family member had an account over \$24,000 at any time during the reporting period. You must also:

- identify the type of account [savings, checking, sharedraft, certificate of deposit, individual retirement account (IRA) or KEOGH if managed by the bank], etc.;
- use the Dollar Code amount that reflects the account's highest value during the period;
- use the Dollar Code to disclose how much income was generated by the account, if at least \$2,400 in income was produced. If under \$2,400 in income was generated, put "none" or "N/A".

Insurance Policies (>\$24,000)

Give the name and address of each insurance company where you or a family member had a policy with a cash or loan value of over \$24,000 during the reporting period. Also

- identify the type of policy (life, disability, annuity, etc.);
- indicate the highest value of the policy during the reporting period using the Dollar Code; and
- use the Dollar Code to disclose how much income was produced, if at least \$2,400 in income was generated by the policy. If under \$2,400 in income, put "none" or "N/A."

Do not list term life policies or other life insurance policies that have no cash value.

Other Investments (>\$2,400)

Show the name of each company, partnership, corporation, association, government agency, etc., in which you or a family member had a financial interest worth over \$2,400, including investments that were only held during a portion of the reporting period. Provide an address for investment holdings that are not listed on a major stock exchange.

This is the section in which you will show:

- stocks, bonds, securities, commodities (list each holding separately if worth over \$2,400 at any time during the reporting period; it's insufficient simply to identify the brokerage house)
- employer retirement system account (if you or a family member paid into an employer-sponsored retirement system, that retirement account is a reportable asset)
- stock options held during the reporting period but not yet exercised - report the value at grant date or describe number of shares for which you hold option;
- stock options exercised during the reporting period – report the value as income received;
- stock appreciation rights,
- IRA (if investor managed, list each holding worth over \$2,400; if managed by an agent, list name of manager or management company that decides how IRA money is invested)
- money market accounts (if investor managed, list each holding worth over \$2,400; if managed by an agent, list name of manager or management company that decides how money is invested)
- businesses in which you or your family had less than a 10% ownership interest (if 10% or more, file F-1 Supplement)
- loans owed you or an immediate family member by individuals, candidates, political committees, businesses, associations, churches, etc. (Do not include accounts receivable due in the normal course of business)
- legal judgments due you or your family

For each item listed, you are requested to provide a description, a value code (the highest value during the period) and, if appropriate, an income amount code. Instead of a value code, you may list the highest number of shares held during the reporting period for stocks,

bonds, and securities. Addresses for security holdings traded on a major exchange are not required.

Note: Each stock, bond and other intangible asset holding worth over \$2,400 at any time during the reporting period, whether held for the entire reporting period or just a portion of it, must be reported in this section. If you sold an intangible asset during the period, simply select the code amount that reflects the sale price plus any other interest or dividend income generated by the asset and put that code in the Income Amount column.

3	ASSETS / INVESTMENTS - INTEREST / DIVIDENDS	List bank and savings accounts, insurance policies, stock, bonds and other intangible property (including but not limited to stock options) held during the reporting period.		
A.	Name and address of each bank or financial institution in which you, a family member, including registered domestic partner, had an account over \$24,000 any time during the report period.	Type of Account or Description of Asset	Asset Value (Use Code)	Income Amount (Use Code)
	(S/SP) Watertown S & L, 500 Grant Ave, Watertown	Savings Account	D	A
	(S/SP) Watertown Mutual, 82 3 rd Str, Watertown	Certificate of Deposit	C	A
B.	Name and address of each insurance company where you, a family member, including registered domestic partner, had a policy with a cash or loan value over \$24,000 during the period.			
	Fidelity Insurance Co 1101 Sunshine Blvd., Anchorage	Whole life & variable annuity	D	A
C.	Name and address of each company, association, government agency, etc. in which you, a family member, including registered domestic partner, owned or had a financial interest over \$2,400. Include stocks, bonds, ownership, retirement notes, stock options, and other intangible property held by you, spouse, registered domestic partner and/or dependent making authority regarding individual assets/investments. If you self-directed an investment account identify each stock or other asset in that account.			
	(S/SP) ABC Corp, New York	Stock	20 shares	B
	(S) Games, Inc.,	Stock Options exercised	15 shares	A
	(S/SP)Fidelity.com	ROTH IRA –	D	"
		International Fund	C	
		Growth & Equity Fund	B	
		Bond Fund	B	
	(SP) Public Employees Retirement System	TRS account	E	None
	(S) Veterans Administration	Military retirement	E	C

List each investment, stock, mutual fund, 401K profit sharing plan, etc., if the investment decisions are self-directed. Itemize the holdings of investment accounts (e.g., individual stocks, securities, mutual funds, etc.) if you make the buy & sell decisions for the account

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Part 4: Creditors

The Law Requires:

Disclose the name and address of each creditor to whom the value of \$2,400 or more was owed; the original amount of each debt to each creditor; the amount of each debt owed to each creditor as of the date of filing; the terms of repayment of each debt; and the security given, if any, for each such debt. Exception: Do not disclose debts arising from a "retail installment transaction." [RCW 42.17A.710\(1\)\(c\)](#).

Explanation:

Generally, this section of the law requires you to report loans and other indebtedness, regardless of whether money is owed to an individual, a lending institution, other commercial businesses or your local, state or federal government. In this section, include only personal obligations of \$2,400 or more that you or family members owed at any time during the reporting period. Don't include debts owed by a business you might own, unless you are personally liable for the repayment.

Credit card debts and revolving charge accounts are not reportable. Nor are "retail installment transactions" such as the purchase of an appliance on contract. Also, since you listed any outstanding mortgages and other real estate debts in Part 2, you need not repeat them here.

Be sure to state, using the Dollar Code, the amount owed when the debt was first obligated, and the amount owed as of the date you're completing this report. (In the other sections of this report, you gave values based on what they were during the reporting period; however, in the case of debts and liabilities, the law specifically asks for the balance due at the time you're filing this report.)

Common items reported in this section are:

- bank loans
- margin accounts with stockbroker
- finance company loans
- home improvement loans
- loans against insurance
- judgment against you or lien against your property

- pledge to a political committee
- loans to your campaign committee for which you are personally liable
- automobile loans
- taxes in arrears
- student loans
- business debts for which you are personally liable
- farm equipment loans for which you are personally liable
- notes you have co-signed
- leases for property, vehicles, machinery or other equipment or services

4	CREDITORS	List each creditor you or a family member, including registered domestic partner, owed \$2,400 or more any time during the period. Don't include retail charge accounts, credit cards, or mortgages or real estate reported in Item 2.			AMOUNT (USE CODE)	
					Original	Present
	Creditor's Name and Address	Terms of Payment	Security Given			
	U S Dept of Education, Atlanta, GA 30353	10 yrs @ 3.5%	Student loan	C	A	
	Watertown Savings & Loan	5 years @ 6.5%	Auto loan	B	A	
	Mary Smith, 840 Lincoln Ave, Distant City	2 yrs @ 12%	Note	B	A	

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Part 5: Are You Done?

For many people, this is the end of the line. Others, however, will have to file the F-1 Supplement as well. Answering "yes" to any of the questions in Part 5 require you to complete the F-1 Supplement Form.

NOTE: Candidates and new appointees completing an initial F-1 report should answer 5.A-D and skip 5.E.

Use of Public Facilities Prohibition

State officials certify that they have read the provisions of [RCW 42.52.180](#); local officials certify that they have read the provisions of [RCW 42.17A.555](#). These statutes prohibit the use of public facilities to support or oppose a candidate or ballot proposition. There are several resources for those who want more information about these prohibitions or who have questions about specific activities:

[Executive Ethics Board](#) enforces the law for elected state executive officials and state employees,

[Legislative Ethics Board](#) enforces the law for legislators and professional staff;

[Judicial Conduct Commission](#) enforces the Judicial Canons and may offer advice for some ethics questions;

[Public Disclosure Commission](#) enforces the law for local elected officials and local government employees; and

the attorney for the jurisdiction that has the question or the county prosecutor's office sometimes can answer ethics-related questions.

Signature

Be sure to sign the report if you are completing a paper report. Efilers will certify that the information supplied is correct.

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Completing the F-1 Supplement

Get form

The F-1 Supplement is used for disclosing the following information:

- Relationships that you and your family members had with businesses, organizations, associations, unions, governmental bodies and the like that could potentially impact the decisions you make as a public official. You will be asked to identify the entity, give the nature of your (or their) involvement with it, list any payments it has received from the government unit where you seek or hold office, identify other clients or customers of the entity who paid it compensation of \$12,000 or more, and show the entity's real estate holdings.
- Any state-level lobbying you and your immediate family may have undertaken for compensation (other than in your official governmental capacity).
- Any reportable gifts of food and beverages costing over \$50, travel or educational benefits you and/or your immediate family members received.

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A. Offices Held, Business Interests

The Law Requires:

F-1 filers must disclose:

- Every public or private office, directorship, and position held as trustee, and
- The name of any corporation, partnership, joint venture, association, union, or other entity in which is held any office, directorship, or any general partnership interest, or an ownership interest of ten percent or more; the name or title of that office, directorship, or partnership; the nature of ownership interest;
- Payments made by the governmental unit in which the filer holds or seeks office to the business entities reported on the F-1 Supplement, and the purpose and actual amount of each payment;
- The name of each governmental unit, corporation, partnership, joint venture, sole proprietorship, association, union, or other business or commercial entity from which the entities reported by the filer has received compensation in any form in the amount of \$12,000 or more during the preceding twelve months and the consideration given or performed in exchange for the compensation.
"Compensation" does not include payment for water and other utility services at rates approved by the Washington state utilities and transportation commission or the legislative authority of the public entity providing the service. With respect to any bank or commercial lending institution in which is held any office, directorship, partnership interest, or ownership interest, it shall only be necessary to report either the name, address, and occupation of every director and officer of the bank or commercial lending institution and the average monthly balance of each account held during the preceding twelve months by the bank or commercial lending institution from the governmental entity for which the individual is an official or candidate or professional staff member, or all interest paid by a borrower on loans from and all interest paid to a depositor by the bank or commercial lending institution if the interest exceeds \$2,400.; and
- A list, including legal or other sufficient descriptions as prescribed by the commission, of all real property in the state of Washington, the assessed valuation of which exceeds \$24,000, in which a corporation, partnership, firm, enterprise, or other entity had a direct financial interest, in which corporation,

partnership, firm, or enterprise a ten percent or greater ownership interest was held

[RCW 42.17A.710\(1\)\(d\), \(g\), and \(k\).](#)

Explanation:

The first step is to write down the names of every trusteeship held and of every corporation, limited liability company, business, partnership, limited partnership, limited liability partnership, club, labor union, association, government body and the like that you or your immediate family members were officers or directors of, general partners in, or had a 10% or more financial interest in, during the reporting period. You will have to complete Part A of the Supplement Page for each name on your list. (If there are eight names on your list, you'll need four supplement forms because there is space for two entities on each form.)

When you're making your list, keep in mind that:

- this disclosure requirement applies to both public and private entities, including "for profit" and "not for profit" organizations;
- if you or a family member was an officer, director or trustee of an organization (entity), include it even if you did not have an ownership interest in it (see discussion of "corporate officer" below);
- membership in an organization does not trigger reporting unless you also held an office or had an ownership interest of 10% or more;
- you will not include on your list an elected public office you held during the reporting period; however, you will include an elected office held by your spouse or registered domestic partner (or other immediate family member);
- an elected official's service on a board or commission that is a legal requirement of office need not be separately reported, unless the official received compensation in excess of \$2,400 from that board or commission, in which case the service would be reported on the F-1 under income.

Corporate Officer: Some corporations, including banks and other financial institutions, use various titles (particularly vice president) to denote managerial positions. These "titled" managers have no corporate officer status within the organization and are not subject to Part A of the Supplement.

A filer would only have to report as a corporate officer -- and disclose financial information about the corporation -- if he or she held one of the offices described in the corporation's bylaws. However, if the officer was excluded, by resolution of the board of directors or by the bylaws, from participation in the corporation's major policy making functions and the

officer did not actually participate in these functions, then he or she does not have to report the corporation's activity.

Listed below are some of the more common entities for which you'll have to file the Supplement Page:

- sole proprietor business
- limited liability company
- general partnerships
- limited partnerships and limited liability partnerships
- political organizations, including political parties (if officer or director)
- fraternal organizations (if officer or director)
- charitable organizations (if officer or on board of directors)
- corporations (if corporate officer, on board of directors or 10% or more owner)
- religious organizations (if officer or director)
- real estate partnerships (if officer, general partner or 10% or more owner)
- labor unions (if officer)
- government boards or bodies (if you or family member were an officer or director, whether by appointment or election, unless the service on the board or commission is legally required of the elected official)
- community clubs (if officer or on board of directors)
- trusts of which you/family member were a trustee

Once you determine which entities you have a legal obligation to disclose information about, the discussion below will help you fill out the Supplement.

Describe the Organization

The initial information requested on the Supplement Page is straightforward. You are asked to state:

- the entity's legal name (as found on legal documents establishing the entity);
- the entity's operating or "doing business as" name if different from the legal name;
- whether you, your spouse, or dependent (or a combination thereof) had the relationship with the entity that triggers this report;

- the office held with the entity or the percent of ownership held (or both); and
- a brief description of the entity's purpose, or of the products or services provided by it.

Payments Received from Government Unit In Which You Seek/Hold Office (no minimum)

List business payments received during the reporting period from the governmental unit in which you hold office. Include the actual amount paid. "Compensation" means payment in any form for any real or personal property or services. The following items are typically reported:

- retail goods and other supplies sold to government agencies
- goods sold through open competitive bids
- repair and maintenance contracts
- gasoline or fuel sales
- interest or service payments on bonds or loans,
- contracts, retainers
- temporary services
- insurance purchases by government unit
- commission payments received by entity because of sale of goods or services to government unit

Payments Received From Other Government Customers ($\geq$ \$12,000)

Payments Received From Business Customers ($\geq$ \$12,000)

Identify all business and government customers that, during the reporting period, paid \$12,000 or more in the aggregate for services or products provided by the entity you're reporting about on this Supplement Page. Include the names of any government agency (other than the one in which you seek or hold office), corporation, partnership, joint venture, sole proprietorship, association, union or other business if they meet or exceed the \$12,000 reporting threshold and a brief description of the service or product provided. The amount paid is not required to be listed in these sections.

Be sure to report the name and address of each business or government agency for which a service was rendered or to which a product was sold that resulted in a commission of \$12,000 or more in the aggregate to the entity for which you are reporting.

Do not list payments received from individuals acting in a private rather than a business capacity. A doctor, for example, would not disclose the names of individual patients who paid his or her medical corporation \$12,000 or more; nor would this doctor include the names of insurance companies paying on behalf of patients. He or she would, however, report the names of employers that paid fees for employee medical services and the names of hospitals that compensated the medical corporation. Similarly, lawyers, farmers and other business people would not list "individual" customers, but would disclose their business, corporate and government clients.

Do not include gifts or grants of \$12,000 or more the entity may have received from a foundation, business or governmental agency. These charitable contributions do not constitute "compensation" and are not reportable.

Alternative Option for Banks and Other Lending Institutions

If you or a family member had an ownership interest in a bank or lending institution, or you were a director or corporate officer of one (see discussion of corporate officer above), the second paragraph of the statutory excerpt above applies to you.

Essentially, the law says that, for banks and other lending institutions, you don't have to supply a list of all major commercial or governmental customers.

Rather, you can do one of the following:

- provide the name, address and occupation of each officer or director of the institution as well as the average monthly balance of each account held during the previous year by the government body in which you hold office (whether elected or appointed) or for which you're running; OR
- provide the total amount of interest paid by each borrower who paid over \$2,400 in interest and the total amount of interest paid to each depositor who received over \$2,400 in interest during the previous year.

Business Real Estate

If you or an immediate family member owned a 10% or more interest in the entity for which you're reporting and that entity in turn owned Washington real estate assessed at over \$24,000, you need to disclose the the property's street address. If there is no street address, show the assessor's parcel number, the abbreviated legal description included on property tax notices, or the complete legal description.

Examples real estate that a business might own include:

- rental houses, apartment buildings
- store buildings, office buildings
- plant sites, warehouses

- farmland owned by family corporation
- property leased to others
- property on which the entity had an option to purchase
- mineral rights owned or held by the entity

If you were an officer or director of an entity, but did not own 10% or more of it or its stock, you are not required to list real estate owned by the entity.

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B: Lobbying

The Law Requires:

F-1 filers must disclose all persons for whom any legislation, rule, rate, or standard has been prepared, promoted, or opposed for current or deferred compensation. For the purposes of this subsection, "compensation" does not include payments made to the person reporting by the governmental entity for which the person serves as an elected official or state executive officer or professional staff member for his or her service in office; the description of such actual or proposed legislation, rules, rates, or standards; and the amount of current or deferred compensation paid or promised to be paid. [RCW 42.17A.710\(1\)\(e\)](#).

Explanation:

You complete this part of the form if, during the reporting period, you or a family member prepared, promoted, opposed or drafted legislation or changes to state agency rules, rates or standards and you or they were paid or were promised payment for your efforts. If this section applies, provide:

- the name of the person, organization or business on whose behalf the work was done;
- a description of the legislation or rule; and
- the Dollar Code that reflects the amount paid or promised.

If you or a family member was employed by, or an officer of, a government agency and you or they prepared, promoted or opposed legislation or rules as part of your normal duties, this activity does not need to be reported on the F-1 Supplement. (However, this kind of lobbying activity on behalf of government agencies should be reported to the agency's administrative officer because it may have to be reported by the agency on its quarterly lobbying report.)

Typically reported in this Supplement section are:

- travel payments
- salary for time spent lobbying
- payments for meals and accommodations

- legal fees paid for lobbying-related services

reimbursements for lobbying-related entertainment, travel or educational benefits provided to legislators or other state officials or employees

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C: Food, Travel, Seminars

Section C applies only to state and local elected officials and executive state officers filing annual reports.

The Law Requires:

F-1 annual filers must disclose:

- A list of each occasion, specifying date, donor, and amount, at which food and beverage in excess of fifty dollars was accepted under RCW [42.52.150](#)(5) and
- A list of each occasion, specifying date, donor, and amount, at which items specified in **RCW [42.52.010](#)(9) (d) and (f) were accepted.

[RCW 42.17A.710\(1\)\(l\) and \(m\)](#). These provisions relate to state officials. In 1995, the Public Disclosure Commission determined that having local officials also report receipt of these types of items was consistent with the purposes of the disclosure law.

Explanation:

When completing the annual report, filers must disclose the amount received and sources of payments for:

1. food and beverages costing over \$50 per occasion, excluding certain receptions as defined in WAC 390-20-020A;
2. travel occasions, and
3. seminars, course fees, educational programs or other training

provided, in whole or in part, to the filer, spouse or RDP, dependents, or a combination thereof, by a source other than yourself or your own governmental agency (unless one of the exemptions discussed below applies).

As such, the qualifiers in RCW 42.52.010(10)(d) and (f) cited above are not relevant when reporting items received. That is, if travel expenses were received beyond what these statutes refer to as "reasonable expenses," the entire amount received for travel is nonetheless reported. And, if some person or entity other than a bona fide nonprofit, professional, educational or trade association or charitable institution has paid for educational fees and travel expenses, the actual source of the payment must be reported.

[These reporting requirements do not constitute authority to accept any item or benefit not permitted by the State Ethics law or any applicable local ethics ordinance.]

When reporting food/beverages, travel, field trips and other excursions, or educational occasions provided at least in part by some source other than you or your governmental agency,

- identify the date you and/or your family received the item,
- show the donor's name, city and state,
- give a brief description of the event, and
- provide the actual dollar amount for the occasion that benefited you and/or your family members and also note the amount code of the range in which the amount falls.

Report The Full Value

When determining whether a food and beverage occasion costs over \$50 and needs to be reported on the Supplement or F-1A report, calculate whether the original cost of all food and beverages provided to you and/or your family members totaled in excess of \$50. If so, the occasion is reportable (unless one of the exemptions below is satisfied) even if you paid a portion of the costs attributable to you. For example, if a lobbyist spends \$60 for your dinner and you give him or her \$10 (perhaps thinking that this would mean the dinner would fall below the reporting threshold), you still need to report receipt of this dinner valued at \$60. You may note on the form that you reimbursed the lobbyist \$10 if you wish. The occasion would NOT be reportable only if you paid the full value of the benefit realized by you and/or your family members. In the above example, that's the entire \$60.

When reporting the value of travel occasions, include the full value of any transportation, meals, lodging, entertainment, and other miscellaneous items or services paid for or otherwise provided to you and your family in connection with the event.

When reporting the value of seminars or other training, report the standard admission fee or, if there is no such fee, the pro rated cost of the seminar or training attributable to you. To compute this cost, divide the full cost of holding the event by the number of persons who were expected to attend. Multiply this amount by the number of your family members who attended. That is, multiply by two if you and your spouse attended.

Examples of reportable items received:

- free admission to a seminar at which other attendees pay an admission fee (unless you are a speaker, panelist or have some other significant, official role at the event);

- all transportation, lodging, meals and other expenditures associated with an official and spouse attending a conference as the guests of a trade association;
- dinner attended by an official and the value of the food and beverages attributable to the official exceeds \$50; and
- a corporation provides several members of a legislative committee, as well as staff, with lunch and an aerial tour of its facility; each official and employee will report his or her pro-rated share of the value of this occasion.

If an employee or official held positions in two or more public agencies during the reporting period, either agency could pay for food and beverages, travel or training without the employee or official having to report receipt of the item. For example, an elected county sheriff also serves on a state commission. If this state commission pays for the sheriff's travel expenses to and from meetings, these expenditures are not reportable by the sheriff.

Exemptions

There are six circumstances where an otherwise reportable food, travel or educational occasion is exempt from reporting:

1. It came from family members or friends where it is clear beyond a reasonable doubt that it was not given as part of any design to gain or maintain influence;
2. It is related to your or an immediate family member's outside business and is customary and not related to your performance as a public official
3. It is part of an exchange among officials and employees;
4. The occasion is a social event hosted or sponsored by a coworker;
5. Any food, travel or education fee discount made available to you or your family members was also available to other members of the broad-based group to which you or they belonged; and
6. You or a family member returned the item to the donor within 30 days of receipt or gave it to a charitable organization within 30 days of receipt.

Attribution of Items Received by Family Members

As has been noted throughout this section, any reportable items or occasions received by your spouse or registered domestic partner or dependents are attributable to and reportable by you, unless the occasion is exempt from reporting as described above (or if an independent business, family or social relationship exists between the donor and the recipient).

Notice From Lobbyists

Persons who lobby at the state level and who give a reportable item to a state elected official or the official's family member are required to provide that official with a copy of their monthly lobbying report (Form L-2 or the Memo Report) disclosing information about the occasion, including cost. Although receipt of reportable items from any non-exempt source is reportable by you, state-level lobbyists are the only persons required by law to supply notice. You have the ultimate responsibility to make sure that your disclosure statement shows each reportable item you or an immediate family member received

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Charter for the City of Vancouver

Article I

GOVERNMENT

Section 1.01 Incorporation: The people of the City of Vancouver, within the corporate limits as now or hereafter established, shall be a municipal corporation of the first class under the name of the "City of Vancouver," and may sue and defend in all matters and proceedings.

Section 1.02 Boundaries: The boundaries of the city shall be the same as at present, and they may be changed in the manner provided by law.

Section 1.03 Form of Government: The government provided by this charter shall be the council/-manager form. Subject only to the state constitution, general state statutes enacted under its authority, and the provisions of this charter, all powers of the city shall be vested in an elective council, which shall enact ordinances, adopt budgets, determine policies, and appoint the city manager, who shall execute the laws and administer the government of the city. Councilmembers shall be the only elective officials. All powers of the city shall be exercised in the manner prescribed by this charter, or if not so prescribed, then in the manner provided by ordinance. *(As amended by the vote of the people on November 4, 1969)*

Section 1.04 Powers of City: The city shall have all the powers granted to cities of the first class by the constitution and general laws of the state and all powers implied thereby and shall exercise all municipal functions and have all municipal rights, privileges, and immunities except as prohibited by law or by this charter. The enumeration of particular powers by this charter shall not be deemed to be exclusive. The city shall provide for police, fire and public safety services and for public works and improvements. *(As amended by vote of the people on November 6, 1984.)*

Article II

THE COUNCIL

Section 2.01 Number, Terms: The council shall have seven members, including a mayor, nominated and elected from the city at large in the manner hereinafter provided: Commencing in the 1971 municipal election, three persons shall be elected to four-year terms as councilmembers at each biennial municipal election and; provided further, commencing in the 2005 biennial municipal election, one person shall be elected to a four-year term as mayor.

If any seated councilmember seeks a different council position, including mayor, that person is required to provide notice of his/her intention to do so and to resign his/her current position effective as of the end of that calendar year. The notice of intent must be filed with the city clerk at least thirty days prior to the filing deadline for the council position being sought. The clerk shall provide a copy of the notice to the Elections Officer of the County Auditor.

The person elected mayor shall have the powers of the mayor as provided in this charter and also all powers of a city councilmember. All incumbent councilmembers shall continue to serve until their successors are elected and qualified. In the event of a tie vote, the election shall be decided by lot. *(As amended by vote of the people on November 4, 1969, November 2, 2004, and November 3, 2015.)*

Section 2.02 Qualifications: Councilmembers shall be qualified electors and residents of the city for a continuous period of at least two years next prior to their election, and shall hold no other public office or employment under the city government. If a councilmember shall cease to have these qualifications or shall be convicted of a crime involving moral turpitude or shall be absent from three consecutive regular meetings without being granted a leave of absence by the city council, this office shall become vacant and be so declared by the city council.

Section 2.03 Compensation: A councilmember shall receive a salary, payable in monthly installments; such compensation may be changed by ordinance. *(As amended by vote of the people on November 6, 1984.)*

NOTE: By vote of the people on November 8, 1994, a new Section 2.18 established a Vancouver Citizens' Commission to set salaries for the Mayor and City Councilmembers commencing May 1, 1995. Section 2.18 supersedes the Section 2.03 provision for these salaries to be set by ordinance.

Section 2.04 Mayor and Mayor Pro Tempore: Biennially, after the newly elected councilmembers have assumed office, at its first meeting, the city council shall choose from among its members a member who shall have the title of mayor pro tempore and shall act as mayor during the absence or disability of the mayor and shall succeed to the office of mayor in case of a vacancy. The mayor pro tempore shall upon succession to the office of mayor serve as mayor only until the next regular general election, at which time a person shall be elected to

serve for the unexpired term of the mayor. The mayor, or the mayor pro tempore when serving as mayor, shall preside at meetings of the city council and shall be recognized as head of the city government for all ceremonial purposes and by the governor for purposes of military law, have the rights, privileges, and immunities of a member of the council, but shall have no regular administrative duties. The mayor shall receive a salary of \$480 per annum as a councilmember, plus \$720 per annum for services as mayor, making a total annual salary of \$1,200 payable in equal monthly installments; provided, that such compensation may be changed by ordinance. *(As amended by vote of the people on November 6, 1979, and November 2, 1999.)*

NOTE: By Ordinance M-2947 adopted in 1991, the salary of the Mayor was set at \$800 per month and the salary of a councilmember was set at \$500 per month. By vote of the people on November 8, 1994, a new Section 2.18 established a Vancouver Citizen's Commission to set salaries for the Mayor and City Councilmembers commencing May 1, 1995. Section 2.18 supersedes the Section 2.04 provision for these salaries to be set by ordinance.

Section 2.05 Powers and Duties: The city council shall have the power to enact ordinances or resolutions, adopt rules and regulations, appoint and remove the city manager, fix all salaries, adopt the budget, control indebtedness, and the issuance of bonds, and to provide for an independent audit of any department or office. It may punish its members and others for disorderly or otherwise contemptuous behavior in its presence, and expel for such behavior in its presence, any member by the affirmative vote of not less than two-thirds of its members, specifying in the order of expulsion the cause thereof. It shall at least once each year hear a report from the head of each city department and division. All other powers of the city and the determination of all matters of policy, whether enumerated in this charter or not, are vested in the city council. The city council shall approve before payment, all bills, invoices and other evidences of claims, demands, or charges against the city government, and shall approve and confirm payrolls. *(As amended by vote of the people on November 6, 1973.)*

Section 2.06 Vacancies Defined: An office, either appointive or elective, becomes vacant upon failure to qualify within the time limited by law; upon the death or removal from office or resignation of the incumbent, or removal from or absence from the city for sixty days without leave of the city council, or upon an adjudication of insanity; by a conviction of drunkenness, or by any permanent disability, preventing the proper discharge of duty; by ceasing to be a resident of the city; by conviction of an infamous crime, or any crime involving a violation of official oath; by refusal or neglect to take the oath of office, or to give or renew the official bond or deposit such oath or bond within the time prescribed by law; a decision of a court of competent jurisdiction declaring void the election or appointment; or whenever a judgment is obtained against such officer for breach of condition of the official bond.

Section 2.07 Compensation of Elective Officials During Excused Absence or When Disabled:

In the event an elective official is accorded an extended excused absence or is under a disability and, therefore, is unable to perform official duties during such absence or disability, the official's salary shall not accrue, and the councilmember serving as mayor pro tempore shall receive only that portion of the salary of the mayor that the mayor would have received for services as mayor in addition to regular salary as councilmember. Likewise, during such absence or disability of a councilmember, the councilmember's salary shall not accrue, and the councilmember pro tempore, if any, shall receive the salary of the absent councilmember while performing services as councilmember.

Section 2.08 Vacancies in Council: Vacancies in the city council shall be filled by a majority vote of the remaining members of the city council, but such appointee shall hold office only until the next regular general election, at which time a person shall be elected to serve for the remainder of the unexpired term. In the event of the extended excused absence or disability of a councilmember, which shall include, without limitation, the period the mayor pro tempore serves as mayor in case of a vacancy in the office of mayor, the remaining members of the city council shall have the power to appoint a councilmember pro tempore to serve during the absence or disability. *(As amended by vote of the people on November 6, 1979 and November 2, 1999.)*

Section 2.09 Creation of New Departments or Offices; Change of Duties: The city council, by ordinance, may create, change, and abolish offices, departments, agencies, or divisions other than the offices, departments, and agencies established by this charter. The city council may assign additional functions or duties to offices, departments, or agencies established by this charter, but may not discontinue or assign to any other office, department, or agency any function or duty assigned by this charter to a particular office, department, or agency.

Section 2.10 Council Meetings; Quorum: After each biennial municipal general election, the city council shall meet for reorganization at the usual time and place on the day fixed by law for the newly elected councilmembers to assume office. Thereafter, the city council shall meet regularly at such times as its rules may prescribe, but not less often than twice each month. The city clerk shall call special meetings of the city council upon the written request of the mayor or of any two members. Any request shall state the subjects to be considered at such special meeting and no other subject shall there be acted upon. All regular meetings of the city council shall be open to the public. A majority of all the members of the city council shall constitute a quorum, but a lesser number may adjourn from day to day or until the time of the next regular meeting and may compel the attendance of absent members in such manner and under such penalties as the city council shall prescribe.

Section 2.11 Procedure: The city council shall determine its own rules and order of business. It shall keep a journal of its proceedings and the journal shall be open to public inspection. It shall be the judge of the election and qualifications of its members and for such purpose shall have power to subpoena witnesses and require the production of records, but the decision of the city council in any such case shall be subject to review by the courts.

Section 2.12 Ordinances, Required for Certain Purposes, Title, Enacting Clause, and How Amended: In addition to such acts of the city council as are required by statute or by this charter to be by ordinance, every act of the city council establishing a fine or other penalty or providing for the expenditure of funds or for the contracting of indebtedness or granting, renewing, or extending a franchise for any purpose shall be by ordinance. No ordinance granting a franchise shall be finally passed until thirty days have expired after its introduction; the expense incident to the enactment of such an ordinance shall be paid by the applicant; and no exclusive franchise shall be granted. When an ordinance granting a franchise is amended after it has been in force, the same provision set forth in the preceding sentence applicable to proposed ordinances granting original franchises shall apply. Every ordinance shall be clearly entitled and shall contain only one subject, which shall be clearly expressed in its title. The enacting clause of all ordinances shall be: "Be it ordained by the City of Vancouver." No ordinance shall be revised, re-enacted, or amended by reference to its title, but the ordinance to be revised or re-enacted or the section thereof amended shall be re-enacted at length as revised or amended.

Section 2.13 Procedure for Passage of Ordinances; First Reading: With exceptions of ordinances permitted by state law to be adopted by reference, every ordinance shall be introduced in writing in the form in which it is finally to be passed. The title of such ordinance shall be read after passage on first reading, every ordinance shall be published at least once, in full or in summary form as prescribed by state law at R.C.W. 35.22.288, together with a notice of the time and place when and where it will be given a public hearing and be considered for final passage. The first publication shall be at least three days prior to the time advertised for public hearing. Copies of all such proposed ordinances shall be kept available to the public prior to the hearing as indicated in the notice of the hearing and by posting the proposed ordinances on the city's website and at the office of the city clerk. Provided, however, that ordinances granting a franchise shall be published in full or in summary once each week for three consecutive weeks prior to finally passing such ordinances. *(As amended by vote of the people on November 7, 1967, September 17, 1996, and November 3, 2015.)*

Section 2.14 Second Reading and Public Hearing: At the time and place so advertised, or at any time and place to which such hearing shall from time to time be adjourned, the title of such ordinance shall be read. Copies of all such ordinances shall be kept available to the public prior to the hearing as indicated in the notice of the hearing and by posting such ordinances on the city's website. All persons interested shall be given an opportunity to be heard on the proposed ordinance. *(As amended by vote of the people on November 7, 1967, and November 3, 2015.)*

Section 2.15 Further Consideration; Final Passage: After such hearing, the city council may finally pass such ordinance, with or without amendment, except that if it shall make an amendment which constitutes a change of substance, it shall not finally pass the ordinance until it shall have caused the amended sections to be published at least once, together with a notice of the time and place when and where such amended ordinance will be further considered, which publication shall be at least three days prior to the time stated. Copies of all such ordinances shall be kept available to the public prior to the hearing as indicated in the notice of the hearing and by posting such ordinances on the city's website. At the time so advertised, or at any time and place to which such meeting shall be adjourned, the title of the amended ordinance shall be read and a public hearing

thereon shall be held and after such hearing, the governing body may finally pass such amended ordinance, or again amend it subject to the same conditions. The second passage of any ordinance pursuant to this charter shall be final and no further passage shall be required. The final passage of an ordinance requires at least a majority vote in its favor, and the vote shall be taken by yeas and nays, and entered in the public journal of city council proceedings. Every ordinance or resolution passed by the city council shall be signed by the mayor and filed with the city clerk, who shall record the same. When an ordinance is put upon its final passage and fails to pass, and a motion is made to reconsider, the vote upon such motion shall not be acted upon before the next meeting of the city council. *(As amended by vote of the people on November 7, 1967, and November 3, 2015.)*

Section 2.16 Effective Date: After final passage, every ordinance shall again be published in full, or a summary of the content thereof may be published as allowed by state law at RCW 35.22.288, and except as otherwise provided in this charter, shall be subject to permissive referendum as hereinafter provided. Every ordinance, unless it shall specify another date, shall become effective at the expiration of thirty days following final passage, or, if the ordinance be submitted at a referendum election, then it shall not become effective if a majority of the votes cast thereon are for the referendum and against the ordinance; provided, the vote cast on the referendum shall equal one-third of the total votes cast at such election and not otherwise, except as otherwise provided by this charter. *(As amended by vote of the people on November 7, 1989.)*

Section 2.17 (Reserved)

Section 2.18 Citizen's Commission on Mayor/City Council Salaries: There is hereby created the Vancouver Citizen's Commission on Mayor/City Council Salaries to consist of five members appointed as provided herein and to set the salary and compensation of the City Mayor and City Councilmembers.

The Commission shall consist of five members who shall be registered voters and residents of the City of Vancouver. No city officer, official, or employee or immediate family member of any City officer, official or employee shall be eligible for membership on the commission. As used in this section, "immediate family member" means parents, spouse, siblings, children or dependent relative of the officer, official or employee whether or not living in the household of the officer, official or employee.

Commission members shall be appointed by the Mayor, subject to approval of the City Council. The first members shall be appointed by January 1, 1995.

Each commission member shall be appointed for a single four-year term of office; except that the first five members appointed to the commission shall be appointed for different terms as follows:

- a. Two members to serve for periods of four years;
- b. Two members to serve for periods of three years; and
- c. One member to serve for a period of two years.

No member shall be removed during his or her term of office unless for cause of incapacity, incompetence, neglect of duty or malfeasance in office or for a disqualifying change of residence.

Upon a vacancy in any position on the commission, a successor shall be selected and appointed to fill the unexpired term. The selection and appointment shall be concluded within 30 days of the date the position becomes vacant and shall be conducted in the same manner as for original appointments.

The commission authority and responsibility shall be as follows:

- a. The commission shall study the relationship of salaries to the duties of the Mayor and City Councilmembers and shall fix a salary for each such position by an affirmative vote of not less than a majority of the commission.
- b. Except as provided in this section, the commission shall be solely responsible for its own organization, operation and action and shall enjoy the fullest cooperation of all city officers, officials, departments and employees.
- c. The members of the commission shall elect a chairperson from among their number every two years.
- d. The commission shall file its initial schedule of salaries for the positions of Mayor and City Councilmembers with the City Clerk no later than May 1, 1995, and shall thereafter file schedules by May 1st of the applicable later years so as to coincide with the City budget cycle.
- e. Each such schedule shall be filed in ordinance form, shall be assigned a chapter number, shall be published in the same manner as a City ordinance, and shall become effective thirty days after filing with the City Clerk. Such schedule shall be subject to referendum in the same manner as provided by Section 10.2 of the City Charter.
- f. Signature of the chairperson of the commission shall be affixed on each schedule submitted to the City Clerk.
- g. Prior to the filing of any salary schedule, the commission shall hold no fewer than two public hearings thereon within the four months immediately preceding the filing.

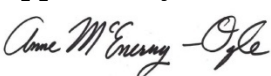
The members of the commission shall receive no compensation for their services but shall receive reasonable reimbursement for their expenses in accordance with state law and city ordinance.

It shall be the duty of all city officers, officials and employees to aid in all proper ways of carrying out the provisions of this resolution. The commission shall have access to all city books, papers, documents and accounts applying or in any way concerning the subject matter of this resolution. Staff shall be assigned to the commission to provide support for its work.

This section shall supersede 2.03 and Section 2.04 of the City Charter but only insofar as they provide for the change of the salaries of the Councilmembers and Mayor by ordinance. *(Added by vote of the people on November 8, 1994.)*



POLICY AND PROCEDURE

CITY OF VANCOUVER WASHINGTON	INDEX			
	Administrative/Council/City Manager			
Subject	Number 100-38	REV. C	Effective Date 9/24/18	Page 1 of 6
Filling City Council Vacancies	Supersedes 1/4/11	Prepared by: 	Approved by: 	

1.0 Purpose

The purpose of this policy is to provide guidance to City Council when a Vancouver Councilmember position becomes vacant before the expiration of the official's elected term of office. Pursuant to state law, a vacancy shall be filled only to serve the remainder of the unexpired term until the next regular election.

2.0 Organizations Affected

City Council/City Manager

3.0 References

Vancouver City Charter – Sections 2.01 Terms; 2.02 Qualifications; 2.06 Vacancies Defined; 2.08 Vacancies in Council

RCW 29A.60.270 Beginning of terms; RCW 29A.60.280 Term of office; 42.30.110(h) – Executive Session Allowed to Consider Qualifications of a Candidate for Appointment of Elective Office; RCW 42.30.060 – Prohibitions on Secret Ballots; RCW 42.12 – Vacant Position

City Council Resolution M-3274, January 3, 2000
City Council Resolution, M-3730, January 3, 2011
City Council Resolution M-3980, September 24, 2018

4.0 Notification Process

A Council position shall be officially declared vacant upon the occurrence of any of the causes of vacancy set forth in City of Vancouver Charter, Section 2.06, including resignation, recall, forfeiture, written intent to resign, or death of a Councilmember. The

Councilmember who is vacating his or her position cannot participate in the appointment process.

Vacancies in the City Council shall be filled by a majority vote of the remaining members of the City Council. Such appointee shall hold office only until the next regular general election, at which time the appointee may run to serve the remainder of the unexpired term.

City Council shall direct staff to begin the Councilmember appointment process and establish an interview and appointment schedule so that the position is filled at the earliest opportunity. In the case of a councilmember submitting an intent to resign, the application process may commence prior to the effective date of the resignation. The overall length of the process timeline should allow for the expedient conclusion of the appointment process, but also sufficient time for Council evaluation of candidates. The City Manager's Office will propose an appointment schedule to the Council prior to advertisement of the vacancy.

The City Manager's Office shall prepare and submit a display advertisement to *The Columbian, Oregonian and Daily Insider*, posted on the City's website and social media site, distributed via the City's internal and external newsletter services (*Currents, Emma, Office of Neighborhoods, etc.*), and distributed to all current members of Vancouver advisory boards, commissions, committees, and task forces (per Council policy 100-06) via email to the staff of those bodies with copies to other local media outlets, which announces the vacancy consistent with the requirements necessary to hold public office: that the applicant be a qualified elector¹ and hold no other public office; and have no employment under the city government.

This display advertisement shall be published once each week for two consecutive weeks. This display advertisement shall contain other information, including, but not limited to; time to be served in the vacant position; election information, including qualifications of an elected official; salary information; Councilmember powers and duties; complete list of materials required to apply for appointment; the deadline date and time for submitting applications; interview and appointment schedules; and such other information that the City Council deems appropriate.

5.0 Application Process

5.1 The Application

The City Manager's Office shall prepare an application form which requests appropriate information for City Council consideration of the applicants. The application form will request the following information from the applicant:

¹ To be a "qualified elector" a person must be at least 18; a citizen of the United States; have lived in the city for at least 30 days prior to the election at which they offer to vote; have not been convicted of a felony unless their civil rights have been restored. Washington State Constitution Article VI, Section 1.

- Pertinent contact information
- Confirmation the applicant is a qualified elector¹
- Answers to the following:
 1. Is there anything in your background that would attract heightened public scrutiny if undisclosed and later discovered?
 2. Please give a brief summary of your background and experience, including education, work history and civic engagement activities.
 3. Why are you seeking appointment to the City Council? What do you feel your qualifications are for the position?

Applications will be available at City of Vancouver offices, on the City's website and such other locations that the City Council deems appropriate.

5.2 Supplemental Materials

In addition to the application form, the applicants will also be required to provide a completed Washington State PDC form F-1 and a current resume. The F-1 form must be provided directly to the City Manager's Office. It should not be submitted on the Washington PDC website.

In addition to the required supplemental materials, candidates may also submit additional supportive information, such as a list of endorsements, up to three (3) letters of reference, and other pertinent materials. Endorsements and letters of reference should include contact information for the person(s) supporting the candidate.

5.3 Conclusion of Application Period

The application period shall be open for at least two weeks and no more than 30 days following the announcement of the vacancy and details of the appointment process. The length of the application period will be included in the proposed appointment schedule, as set forth in section 4.0.

Applications received by the deadline date and time will be copied and circulated by the City Manager's Office to the Mayor and City Council within one (1) business day following the deadline. Candidates who submit completed application packets by the deadline will be required to also submit information necessary for the City to conduct a criminal background check, the results of which will be provided to the City Council.

All completed candidate application packets will be posted on the City's website following the application deadline and delivery of the packets to the City Council. Applicant materials will be redacted for non-disclosable information prior to being made public.

6.0 Council Evaluation of Candidates

City Councilmembers, individually, will conduct an initial review of all completed applications.

Council will meet in executive session at the next Council meeting to discuss applicant qualifications. It is permissible to meet in executive session to “evaluate the qualifications of a candidate for appointment to elective office.”² The City Manager’s Office will provide Council with the results of the candidate criminal background checks during this executive session.

In the event the City receives more than 10 completed applications, each City Councilmember will submit to the Council Assistant an unranked list of names of the candidates the Councilmember wishes to move forward in the process. Each Councilmember’s list should contain no more than 15 names. The Council Assistant shall aggregate all Councilmember lists into one unranked master list of the 10-15 candidates most commonly selected among the individual lists provided. The list shall be arranged in alphabetical order and shall only include the names of the candidates. This aggregated list shall be provided to the Council during the executive session held prior to the interview meeting.

Immediately following executive session, Council shall meet in public session to select which candidates to invite to participate in an interview at the next City Council meeting. The decision as to which applicants to interview will be based on the information contained in the application forms and Council’s evaluation of the qualifications of the candidates. The decision as to which candidates will be interviewed will be at the sole discretion of the City Council.

The City Manager’s Office shall notify applicants selected for interview of the location, date and time and format (per Section 7.0) of City Council interviews. In the event Council does not select all applicants to move forward to the interview, staff in the City Manager’s Office will notify those candidates not selected of their status. Information about the interview meeting and those applicants selected for an interview will be announced to the public via a news release and posted on the City’s website after all applicants have been contacted.

Prior to the date and time of the interview meeting, each Councilmember shall submit one interview question and one back-up question to the Mayor and Council Assistant. If two or more Councilmembers submit the same primary question, the Mayor shall choose whose to accept, and the back-up question(s) from the other Councilmember(s) will be used. The final list of questions will be provided to all of Council prior to the interview meeting. Each Councilmember will ask his or her question during the interviews.

² RCW 42.30.110(1)(h).

7.0 Interview Meeting

An interview meeting shall be scheduled for a regularly scheduled Council meeting. The meeting will be open to the public and broadcast and live streamed by CVTV.

At the opening of the interview meeting, the Mayor shall provide an overview of the format and ground rules for the meeting. The applicant's order of appearance also shall be determined at this time by a random lot drawing performed by the Council Assistant.

In order to ensure each candidate has a fair and equal opportunity to speak with Council, all candidates shall be sequestered at City Hall for the duration of all candidate interviews. Access to electronic devices shall be prohibited during sequestration. Candidates will be ushered to and from the City Council Chambers by a member of City staff in order to participate in their interview at the pre-determined time. Candidates will be released from sequestration upon conclusion of the final interview and may observe the remainder of the public portion of the Council meeting.

Each candidate interview shall be no more than 30 minutes in length. The Council may reduce the 30-minute interview time if the number of applicants exceeds six candidates. Each interview shall follow the following format:

- The applicant shall present his or her credentials to the City Council (up to 10 minutes).
- The City Council shall ask the predetermined set of questions, one question per Councilmember, which must be responded to by the applicant. Each applicant will be asked and will answer the same set of questions and will have two (2) minutes to answer each question (up to 14 minutes)
- An informal question-and-answer period during which Councilmembers may ask and receive answers to miscellaneous or follow-up questions (remainder of time).

8.0 Voting

Upon completion of the interviews, Councilmembers may convene into Executive Session to further evaluate the qualifications of the candidates; however, all interviews, nominations and votes taken by the Council shall be in open public session.

Balloting will continue until a nominee receives a majority of votes.

At any time during the balloting process, the City Council may postpone balloting until a date certain or regular meeting if a majority vote has not been received.

Nothing in this policy shall prevent the City Council from reconvening into Executive Session to further discuss the candidate qualifications.

The Mayor shall declare the nominee receiving the majority vote as the new Councilmember and he or she shall be sworn into office at the earliest opportunity, or no later than the next regularly scheduled City Council Meeting.

Councilmember Appointment Process

VANCOUVER
CITY HALL



November 19, 2018

Vancouver City Council Workshop

Eric Holmes, City Manager

Bronson Potter, City Attorney

Amanda Delapena, Council Assistant

Presentation Overview

We will review the steps and proposed timeline to complete to an appointment process to fill Council Seat 2.

1. Announcement of vacancy
2. Application Period
3. Selection of Applicants to Interview
4. Applicant Interviews
5. Nomination/Appointment of Councilmember

Council Policy 100-38 Filling Council Vacancies

- Council Policy 100-38 addresses the process to be followed in filling vacancies – revised in September.
- This is a Council policy and not a legal requirement.
- The Council may choose to deviate from the policy, but doing so should be the result of a deliberate decision.

1. Vacancy Announcement

- Nov. 26 – Press release announcing vacancy, includes process key points, links
- Publication of vacancy and application:
 - The Columbian – Dec. 2, 9, 16, & 23 (+ two-week digital ad)
 - The Messenger – Dec. 1
 - Vancouver Business Journal – Nov. 30 & Dec. 14
- Posted on the City's social media sites, City's Office of Neighborhoods e-newsletter; Vancouver Connects e-newsletter; City Five news program
- Distributed to all current members of Vancouver boards, commissions, committees, and task forces.

2. Application Packet

Application period – Nov. 30 to Dec. 21 (deadline 5 p.m.)

- Application form with questions related to candidate qualifications, credentials and background
- PDC Personal Financial Affairs form
- Current resume
- Option to provide resume, letters of reference or other material

Resources provided in application packet – process details, reference materials, PDC F-1 instructions, contacts for assistance from local organizations

3. Selection of Candidates to Interview

- Applications provided to Council December 26
- Press release announcing applicants and applications posted online December 31
- *If more than 10 applicants – Council individual lists of names due by January 3*
- Background checks ongoing – results before selection of interviewees
- **Executive session / public selection of interviewees – January 7**

3. Selection of Candidates to Interview, cont'd.

- *If more than 10 applicants – Aggregate list of 10-15 most commonly selected applicants provided to Council at Jan. 7 executive session (per Council policy)*
- Proposal – On January 7:
 - Meet in open session (4:30) to determine: a) how many candidates to interview; and b) the process by which Council will select interviewees
 - In executive session (4:45-6:30), evaluate applicant qualifications
 - In open session (6:30), Council nominates and selects interviewees per previously agreed upon process before conducting the remainder of its Regular Meeting agenda for that evening

4. Interview Meeting – January 14 (4 p.m.)

- Each Councilmember and Mayor contributes (and asks) one question
- Order of interviews drawn at random
- 30-minute interview per applicant:
 - Applicant presentation (up to 10 minutes)
 - Q & A from Council questions (up to 2 minutes per question)
 - Follow-up and miscellaneous questions, as desired (remaining time)
- Applicants sequestered during interview portion of the agenda

5. Selection – January 14*

- Following interviews – Executive session to discuss qualifications of applicants
- Open session vote(s) on an appointment
- New Councilmember swearing in – January 28 Council meeting

**If decision not reached on January 14, Council can continue discussion and balloting at special meeting on January 15*

Key Dates



Questions and Discussion

- Amanda Delapena, Assistant to City Council
amanda.delapena@cityofvancouver.us | 360-487-8605
- Bronson Potter, City Attorney
bronson.potter@cityofvancouver.us