



CITY COUNCIL MEETING MINUTES

Vancouver City Hall | Council Chambers | 415 W. 6th St.
PO Box 1995 | Vancouver, WA 98668-1995
www.cityofvancouver.us

Anne McEnery-Ogle, Mayor

Bart Hansen • Ty Stober • Erik Paulsen • Sarah J. Fox • Diana H. Perez • Kim D. Harless

March 28, 2022

WORKSHOPS

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

Workshops were conducted in person in the Aspen Room of City Hall. Members of the public were invited to view the meeting in person, via the live broadcast on www.cvtv.org and CVTV cable channels 23 or HD 323, or on the City's Facebook page, or www.facebook.com/VancouverUS.

View the CVTV video recording, including presentations and discussion, for workshops at:

https://www.cvtv.org/vid_link/34515?startStreamAt=0&stopStreamAt=7602

4:00-6:00 p.m. Housing Conditions Overview

Patrick Quinton, Economic Development Director, 360-487-7845; Chad Eiken, Community Development Director, 360-487-7882

Summary

Staff led Council through a discussion of the Housing Affordability and Availability in the City of Vancouver during the Housing Conditions overview.

COUNCIL DINNER/ADMINISTRATIVE UPDATES

COUNCIL CONSENT AGENDA MEETING

This meeting was conducted as a hybrid meeting with in person and remote viewing and participation over video conference utilizing a GoToMeeting platform. Members of the public were invited to view the meeting in person, via the live broadcast on www.cvtv.org and CVTV cable channels 23 or HD 323, or on the City's Facebook page, www.facebook.com/VancouverUS. Public access and testimony on Consent Agenda items and under the Community Forum were also facilitated in person and via the GoToMeeting conference call.

View the CVTV video recording, including presentations and discussion, for this meeting at:

[https://www.cvtv.org/vid link/34517?startStreamAt=0&stopStreamAt=4812](https://www.cvtv.org/vid_link/34517?startStreamAt=0&stopStreamAt=4812)

Call to Order and Roll Call

The regular meeting of the Vancouver City Council was called to order at 6:30 p.m. by Mayor McEnery-Ogle. This meeting was conducted as a hybrid meeting, including both in person and remotely over video conference.

Present: Councilmembers Harless, Perez, Fox, Paulsen, Stober, Hansen, Mayor McEnery-Ogle

Absent: None

Proclamation: Transgender Day of Visibility

Mayor McEnery-Ogle read and presented a proclamation to Jessica Cole, Board President of PFLAG Vancouver/SW Washington, proclaiming March 31, 2022 as International Transgender Day of Visibility.

Community Communication (Items 1-7)

Mayor McEnery-Ogle opened Community Communication and received the following testimony:

- Kimberlee Elbon, La Center, Washington, spoke about Item 6 and how they went to the City Council Retreat with three others and did not wear a mask or have proof of vaccination and were asked to leave, and that they called the City for a recording of the retreat and it was added to the City website the next day.

There being no further testimony, Mayor McEnery-Ogle closed Community Communication.

Consent Agenda (Item 1-7)

Council requested Items 4, 5, and 6 be pulled for discussion.

Councilmember Stober asked about Item 4, in regards to contracts, to what extent does the City go to ensure the services being provided are at a level that meets the City's desires?

Jonathan Young, City Attorney, explained that from a procedural standpoint the individual departments are the moving force for securing service contracts. The Procurement and Law Department work closely with the department directors and managers to evaluate what criteria is important to obtain and what material deal points should be in the contract. If the contract is one that requires City Council approval, then it moves forward to Council for approval. Once it is returned back to the individual department, those departments work with the individual service providers and there is an expectation that they will monitor and make sure we are receiving the services that we have contracted for and are receiving the benefit of the contract entered into.

Councilmember Stober stated he would really like to see signs being put up at all affordable house fund projects that clearly state what the amount of the award was for, the leveraged amount, how much is from outside funds, and the number of units. He felt it would be beneficial to communicate that information while the first period of the affordable housing fund comes to a close. Eric Holmes, City Manager, stated that is consistent with what is anticipated as the City prepares for the proposition to expenditures on fire stations.

Councilmember Fox spoke about Item 4 and how there was a recent discussion on affordable housing that showed the success of the affordable housing program. She wanted to point out the positive actions of the work the City is doing with affordable housing. She asked about whether the City was putting out enough information to incentivize the existing property owners to take advantage of the program for renovation. Eric Holmes said the City would take a look and see if there are additional channels where the information can be added.

In regards to Item 5, Councilmember Fox stated there were mixed opinions of the proposal for allowing self-storage businesses in building basements from two separate groups. She has mixed feelings on the proposal and wants more information before the next stage of the process. She would like an understanding of how many buildings would have the capacity for storage in the downtown area and a map to show the potential impact of the zoning code change. She explained the building the proponent owns had a vehicle elevator to the basement for parking, which the code amendment would not apply to the building, because the code states the storage would not displace parking and asked for some clarity about this.

Speaking to Item 6, Councilmember Perez stated she was excited and motivated to move forward on what was discussed at the retreat. She stated it would be good for the public to be given a timeline for the summary of the retreat and some background on the City Council, like the new make-up of Council and the current

environment. Mayor McEnerny-Ogle stated that staff is currently looking at the Councilmember's schedules to find the best time for them to work on the projects discussed at the retreat.

Motion by Councilmember Stober, seconded by Councilmember Perez, and carried unanimously to approve the Consent Agenda.

1. Construction Acceptance - 63rd Street Pump Station Replacement

Staff Report: 036-22

Rotschy, Inc. of Vancouver, Washington, has completed construction of the 63rd Street Pump Station Replacement project. The project provided a new, more efficient pump station. The station has also been upgraded to current standards for SCADA, electrical, and all other standardized site requirements.

The work was completed satisfactorily in accordance with the plans and specifications. Contract costs are summarized below:

TOTAL CONTRACT COSTS	
<i>Labor, Equipment and Material</i>	<i>\$956,251.11</i>
<i>Sales Tax</i>	<i>\$80,325.09</i>
<i>Total</i>	<i>\$1,036,576.20</i>
<i>Retainage</i>	<i>\$47,812.56</i>

The original contract amount, including sales tax, was \$990,952.69. The final project cost was \$1,036,576.20, which was \$45,623.51 (approx. 4.5%) more than the original contracted amount. The difference between original contract amount and final contract amount can be attributed to typical variances in unit prices and/or quantities commonly encountered during construction.

The Engineer's Estimate fell within the \$500,000 to \$1,500,000 threshold that would require an apprenticeship utilization of 3%. The contractor had a minimum utilization of 187 working hours to achieve the 3% requirement.

Rotschy, Inc. exceeded the minimum hours required by utilizing 297.5 apprenticeship hours (5%).

Request: On March 28, 2022, accept the facilities as constructed by Rotschy, Inc. of Vancouver, Washington, and authorize release of the retainage in the amount of \$47,812.56 subject to receipt of all documentation required by law.

Sheryl Hale, Senior Civil Engineer, 360-487-7151

Motion approved the request.

2. Bid Award - Southside Interceptor CIPP Sewer Rehabilitation Phase 3

Staff Report: 037-22

This project will rehabilitate approximately 300 linear feet of existing 33-inch and 3,000 linear feet of existing 36-inch interceptor sewer mains using the trenchless process of Cured-In-Place-Pipe (CIPP). The Southside Interceptor is part of the backbone of the sewer system that transports wastewater to the Westside Reclamation Facility. This project is the result of an interceptor condition assessment project completed in 2016 that provided a list of capital projects needed to maintain the system.

On March 1, 2022, the City received 4 bids for the subject project. The bids ranged between \$1,734,000 and \$3,300,000. The bids are as follows:

SUMMARY OF BIDS	
BIDDER	AMOUNT
Allied Plumbing & Pumps, Wenatchee, WA	\$1,734,746.83
Iron Horse, LLC, Fairview, OR	\$1,899,053.80
Insituform Technologies LLC, Chesterfield, MO	\$2,123,071.58
Michels Corporation, Salem, OR	\$3,243,459.94
Engineers' Estimate	\$1,744,000.00

An Apprenticeship Program Waiver Request has been approved for this project.

From experience with past similar CIPP projects, the City has confirmed that for rehabilitation projects that utilize CIPP trenchless technology, the labor hours required to complete the project are very low compared to the high cost of the materials needed. Following the City's current apprenticeship policy, this project meets the criteria for waiver of an apprenticeship requirement; the project is a high materials cost but low labor hours project.

Request: On March 28, 2022, award a contract for the Southside Interceptor Phase 2 - CIPP project to the lowest responsive and responsible bidder, Allied Plumbing & Pumps of Wenatchee, WA at their bid price of \$1,734,746.83, which includes Washington State sales tax and authorize the City Manager or designee to execute an appropriate contract for the same.

Sheryl Hale, Senior Civil Engineer, 360-487-7151

Motion approved the request.

3. **Bid Award - Pinebrook Forcemain Re-Route**

Staff Report: 038-22

The Pinebrook Pump Station re-route project will be decommissioning the Pinebrook force main that extends over 4,200 lineal feet to the discharge manhole in Mill Plain Boulevard. This force main was installed in 1971 and traverses through private property in a large portion of the alignment. In more recent years there has been an increase in the number of maintenance and repair calls.

This project is re-routing the force main entirely within the public right-of-way and reducing the length to just under one third of the existing. The construction of the new force main will reduce the maintenance as well as reducing pumping costs through the shorter force main allowing the pump station to be more efficient.

On March 8, 2022, the City received 6 bids for the subject project. The bids ranged between \$310,000 and \$450,000. The low bidder was responsive. The bids are as follows:

SUMMARY OF BIDS	
BIDDER	AMOUNT
Clearwater Contracting, LLC, Nampa, ID	\$310,376.65
Advanced Excavating Specialists, LLC, Kelso, WA	\$371,371.63
North Cascades Excavation, Woodland, WA	\$375,356.84
Dirt Masters, LLC, Washougal, WA	\$405,721.92
Clark & Sons Excavating, Inc, Battle Ground, WA	\$416,890.64
Western United Civil Group, LLC, Yacolt, WA	\$447,805.54
Engineers' Estimate	\$360,000

Based on the amount of the bid, this project falls below the \$500,000 limit and will therefore not be required to meet the apprenticeship utilization goal.

Request: Award a construction contract for the Pinebrook Forcemain Re-Route project to the lowest responsive and responsible bidder, Clearwater Contracting of Nampa, ID at their bid price of \$310,376.65 which includes Washington State sales tax and authorize the City Manager or designee to execute appropriate contract documents for the same.

Sheryl Hale, Senior Civil Engineer, 360-487-7151

Motion approved the request.

4. **2022 AHF Funding Recommendations**

Staff Report: 039-22

A RESOLUTION relating to low-income housing; providing for adoption of 2021 - 2023 funding awards for the Affordable Housing Fund and authorizing the City Manager to execute agreements and other related documents on behalf of the City of Vancouver consistent with Affordable Housing Fund 2021 – 2023 Council approved funding awards; providing for Severability and an Effective Date.

The City accepted AHF applications through two separate processes with two funding review committees. The City received a total of 12 proposals requesting \$13,592,150, far exceeding the amount available. The committees recommended AHF funding of \$2,921,450 for Housing acquisition and \$3,592,150 for Temporary Shelter.

The Review Committees recommended funding 9 applications: 4 Housing projects and 5 Temporary Shelter projects. Housing applications that were not able to be funded include: 28 first-time homebuyers, 42 new permanent supportive housing units, and acquisition of 10 units of affordable housing. These were not funded due to limited funding available.

The recommended projects will create or preserve 70 units serving households who are experiencing low-income and/or homelessness and Temporary Shelter support for 685 people experiencing or at-risk of homelessness. Projects are described below:

Temporary Shelter

- The VHA's SafeChoice Shelter Renovation project includes renovations to a shelter that annually serves approximately 115 people escaping domestic violence. Renovations include reconstruction of the kitchen to meet ADA-requirements, new flooring throughout the shelter, and a reconfiguring of the dining room and staff offices. Additional improvements include renovations to guest rooms (adding 4 additional rooms), shared community spaces, advocacy rooms, and upgrades to HVAC, siding, roofing, windows, and doors. The VHA requested \$560,000 to support renovations.*
- Share's WHAT Shelter is a 24-hour facility that provides temporary shelter and supportive services to women experiencing homelessness. AHF funds will support shelter operations including rent, meals, and engagement specialists who provide supportive services during the shelter's daytime hours. Staff supports clients to develop basic living skills, secure transportation, navigate physical or mental health concerns, and address substance use as a path toward stability. Share requested \$200,250 to support this shelter.*
- Outsiders Inn is a year-round, overnight shelter with recovery-focused, trauma-sensitive practices that rely on staff providing peer support based on their own lived experience of homelessness. Staff support positive progress for clients on pathways to employment, health, and housing stability. AHF funding will support operations including staffing, management, training, administration, travel, supplies, client support funds (bus passes, laundry, etc.), for approximately 175 clients annually. Outsiders Inn requested \$324,000 in AHF to support*

this project and \$50,000 in General Fund for ongoing mail services.

- Council for the Homeless' Prevention Consortium is a collaborative effort of housing and service partners to address the diverse housing needs of people experiencing homelessness. Services range from 1 to 12 months of rental assistance paired with comprehensive support services. AHF funds will support rental assistance and staff costs. Council for the Homeless requested \$1,500,000 to assist 265 households.*
- The City of Vancouver's Safe Stay Communities provide pallet homes for people experiencing homelessness in partnership with local housing service providers. The City of Vancouver's Homeless Assistance & Resource Team (HART) requested \$1,007,900 to purchase 40 two-person modular shelter units (20 for each site) and 2 modular office spaces (1 for each site) to house people experiencing homelessness at two new Safe Stay Communities. Funds will support site preparations at the two sites, including installation of utilities and electrical hook-ups to each shelter unit, installation of fencing, gates, and parking, and necessary permits and fees.*

Housing Acquisition

- Lifeline Connections Recovery Home for Mothers is for acquisition of a single-family home that will serve women with young children who are experiencing housing insecurity and are in recovery. The Recovery Home was previously awarded \$125,000 in AHF funding approved by City Council in February 2019. Lifeline is requesting an additional \$75,000 to support the purchase due to increased housing costs.*
- Vancouver Housing Authority's (VHA) Lainie's Crossing is the acquisition of a 29-unit building for households earning less than 50% of area median income. Lainie's Crossing was previously awarded \$2,000,000 in AHF funds approved by City Council in November 2021. VHA is requesting an additional \$925,000 to support the acquisition due to rising housing costs.*
- Open House Ministries' Pinewood Terrace project is the acquisition of a 14-unit development to provide housing for 10 households with low income and 4 market rate units. Open House Ministries currently operates this project in partnership with the VHA and is now seeking to purchase this property to preserve its affordability. Open House Ministries is requesting \$750,000 to support acquisition costs.*
- VHA's Homeless Youth Housing project is the acquisition of a newly constructed 30-unit development for youth experiencing homelessness and/or aging out of the foster care system. The project includes 8 one-bedroom units and 22 two-bedroom units. VHA requested \$2,250,000 to support acquisition costs, and the Review Committee recommended funding of \$1,171,450 due to limited AHF funds.*

All organizations awarded have previously partnered with the City on

Affordable Housing Fund projects. The City will place affordability covenants on the additional 50% AMI units for projects that receive an increased award. See attached summaries for a description of each project.

AHF Status and Updates

Since its creation through a tax levy in 2016, the AHF has awarded \$29,580,389 to support 47 projects for construction, rehabilitation, acquisition, and preservation of affordable housing and Temporary Shelter support in the City of Vancouver for residents earning less than 50% AMI. AHF funds are leveraged with tax credits and other funding to support a total housing investment of \$268,342,048.

With these awards, the City has allocated all funding from the Housing Production and Preservation allocation through the end of the AHF levy in 2023. Funding from the Temporary Shelter allocation will still be available for shelter operations and rental assistance in 2023.

Additional AHF updates include:

- In January 2022, City Council approved an update to the AHF Administrative and Financial Plan that combined the goals and allocations of Housing Production and Housing Preservation.*
- In February 2022, the AHF's 5-year report and Affordable Housing Fund Investment dashboard were released (available at www.cityofvancouver.us/eph/page/affordable-housing-fund).*

Request: Approve a resolution adopting the proposed 2022 Affordable Housing Fund awards for housing acquisition and temporary shelter.

Samantha Whitley, Housing Programs Manager, 360-487-7952

Motion approved the request.

5. Proposed zoning text changes to allow self-storage businesses in building basements in the downtown CX zoning district

Staff Report: 040-22

AN ORDINANCE relating to allowances for self-service storage uses under limited circumstances in basements located within existing buildings in the City Center Mixed Use (CX) zoning district; amending Vancouver Municipal Code (VMC) 20.430, Commercial and Mixed Use Zoning Districts and 20.895.100, Self-Service Storage; providing for savings, severability and an effective date.

In the Commercial use Table VMC 20.430.030-1, indicate Self-service storage as an allowed use under the CX column, with existing footnote changed to read:

50 Subject to requirements and standards within the Miscellaneous Special Use Standards for Self-Service Storage, pursuant to VMC 20.895.100. Within the CX zoning district, self-service storage shall also be limited to basement areas of 10,000 square feet or less that are located no more than two feet above ground and not used for parking at the time of this ordinance, provided all applicable fire, building and change of use standards are fully met.

In VMC 20.895.100, amend language to indicate downtown self-storage businesses are not subject to prohibitions on locating near major arterials:

20.895.100.B. General Requirements.

Self-service storage shall be prohibited on properties located in whole or part within 500 feet of major corridors, which is measured from the centerline of the street, as illustrated in Figure 20.895-1 contained herein. This prohibition shall not apply to basement storage in the CX zone pursuant to VMC 20.430.030-1 footnote 50. Map on file with department and available for search on individual site-specific parcels.

Request: On March 28, 2022 approve the attached ordinance, setting date of second reading and public hearing for April 4, 2022.

Bryan Snodgrass, Principal Planner, 360-487-7946

Motion approved the request.

6. Approval of City Council Retreat Summary

Request: Approve the summary report for the February 2022 City Council retreat.

Eric Holmes, City Manager

Motion approved the request.

7. Approval of Claim Vouchers

Request: Approve claim vouchers for March 28, 2022.

Motion approved claim vouchers in the amount of \$2,410,256.08.

Community Forum

Mayor McEnerny-Ogle opened the Community Forum and received the following testimony:

- Audra Houston, Vancouver, stated the City's Charter prohibits discrimination on the bases of race, color and gender, and earlier this year the Council did not choose Glen Yung for the Planning Commission, because he is a white male, they have submitted their concerns to the City about this and has not received any information on an investigation.
- Ted Sarvata, Vancouver, spoke about the Transgender Day of Visibility Proclamation, and as a cis gender man, they are proud of the City and proud to be a Vancouver resident, that everyone deserves to be taken care of, seen and live.
- Laurel Pascual, Vancouver, would like the City to revoke the membership to the ICLEI and stop paying dues, wants the City to be a no fly zone for chemical trails, stated the government has been controlling the weather, and the dangers of chemical trails.
- Ashley Blose, Vancouver, spoke about the economic inequality and food insecurity issues happening within Vancouver, shared their support for the free fridge program, asked for support from the City, and explained if the code was changed, then more free fridge opportunities would already exist.
- Cathryn Chudy, Vancouver, discussed the local efforts being made to lower emissions in buildings, the dangers of burning methane gasses in home, the health risks with continuing the use of gas for power in homes, and what gas companies are doing to prevent climate action.
- Katelyn Claflin, Vancouver, supports the Transgender Day of Visibility, spoke about the injustice to people who are Trans, and wants to keep making Vancouver a better place for everyone.
- Kelly Kanyid, Vancouver, spoke in support of the free fridge program as an individual who had a free pantry and garden, how the program has brought more community to their neighborhood, helped neighbors experiencing food insecurity, and helped get her daughter reunited with others since the pandemic started.
- Glen Yung, Vancouver, thanked the City for allowing the hybrid option to proceed and how glad they are to be back in person, spoke about the importance of homeownership, and asked the City to think about this issue when looking at code.

- Bruce Barns, Vancouver, explained that clean water is important for the community, there are homeless people living in the wetlands and polluting the drinking water, and asking the City to do something about making sure the drinking water is safe.
- Gail Wolz, La Center, Washington, stated we are living in a time of fear and hatred, there are 183 anti-Trans bills, was overwhelmed with gratitude hearing the Trans Day of Visibility Proclamation from the City, worries about their Transgender son, because of the discrimination he faces, and the official support from the City provides hope.
- Wynn Grcich, Vancouver, asked for labels on the screens that display closed captions, to make sure the elevators are functioning properly for all people to have access to the meetings, spoke about the dangers of the Covid19 vaccine, and the dangers of fluoride in the water.
- Penelope Siemssen, Yacolt, Washington, read from the "UN 2030" book about agenda 21.
- Natalia Zepeda, Vancouver, read from the same book, "UN 2030" agenda 21.
- Kimberlee Elbon, La Center, Washington, read from the book, "United Nations Agenda, 2030, A Marxist Stealth Plan for World Government."
- Justin Forsman, Vancouver, happy to be back in person, spoke about Hyperactive Aurora Research Program, the government changing the weather, and explained that discrimination is not okay, and would like the Council to rethink their position on the situation with the Ukraine.
- Teresa Hardy, Vancouver, stated that the code of ethics was raised at the March 21, 2022 Council meeting and asked why nothing had been brought up concerning Glen Yung being denied a position on the Planning Commission due to his race.

There being no further testimony, Mayor McEnerny-Ogle closed the Community Forum.

Adjournment

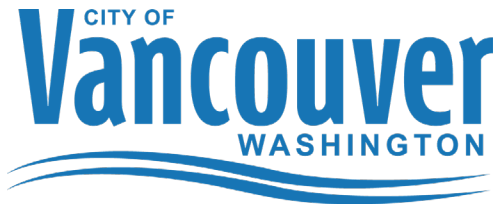
7:50 p.m.

Anne McEnerny-Ogle, Mayor

Attest:

Natasha Ramras, 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.



MEMORANDUM

DATE: May 7, 2022

TO: Mayor and City Council

FROM: Eric Holmes, City Manager

RE: **Climate Early Actions Package progress update**

The purpose of this Memo is to:

- Introduce the draft climate priority declaration, prepared by staff at Council's direction during the March 2022 workshop.
- Introduce the current draft list of actions from the draft Climate Action Plan and describe the process that led to its development.

Resolution

Background

At the July 2021 climate workshop, the City Council endorsed an Early Action Package (EAP) of 13 climate actions targeted at jumpstarting greenhouse gas (GHG) emissions reduction while laying the groundwork for the implementation of the full Climate Action Plan in 2022.

At the March 2022 workshop, Council initiated progress on Action #11 ("Release a supplemental climate and sustainability priority declaration) of the EAP by directing CMO staff to draft a such a resolution for Council adoption.

Objectives

This draft Climate Priority Resolution (Attachment A) accomplishes several key policy objectives endorsed by Council at the July 2021 and March 2022 climate workshops. It would adopt the Early Action Package as well as the following leading-edge climate goals for the City of Vancouver:

- An overall Climate Action goal of:
 - an 80% reduction in GHG emissions by municipal operations by 2025;
 - an 80% reduction in GHG emissions by the Vancouver community by 2030; and
 - the achievement of carbon neutrality by both municipal operations and the Vancouver community by 2040.

The resolution directs the City Manager to develop a Climate Action Plan (CAP) to define the strategies and actions necessary to achieve this climate action goal. It further directs all city staff to pursue policy and budgetary actions that support this desired pathway and directs city departments to specify how

new or updated programs, services, projects, and plans will be grounded in climate change mitigation and resilience. Finally, it also declares Council's intention to center youth and frontline communities in the implementation and oversight of the CAP.

Staff are scheduled to return to Council on June 6, 2022, with a final version of the Resolution for a Council vote on adoption as part of the Council meeting consent agenda.

CAP Draft Action List

Process

In July 2021, Council directed staff to prepare a Climate Action Plan (CAP) that would outline the policy tools and actions necessary to achieve the leading-edge climate action goals they had endorsed. Staff began work on the CAP with assistance from Cascadia Consulting Group (Cascadia) with a target of adopting and starting implementation in 2022-2023.

Figure 1. Overview of Vancouver's Climate Action Planning Process (August 2020-August 2022)



Colored icons indicate steps that are fully complete.

Using the high-level strategies established during the 2021 Climate Roadmap process as a jumping-off point, staff generated a draft list of the highest-impact actions that the City could take to cut greenhouse gas emissions and increase resilience to the impacts of climate change. This list was refined and expanded through an iterative process of the following:

- Reviews of the best available science, peer-reviewed literature, and climate action plans from peer cities in Washington State and across the country.
- Feedback from City Department staff and City boards and commissions.
- Input from a series of seven Community Roundtable conversations held between September 2021 and March 2022. The roundtables include representatives from community-based organizations, the business and energy sectors, environmental groups, and local agencies.
- One-on-one meetings with community groups (including groups who were not part of the Community Roundtable conversations).

Throughout the process, feedback from Community Roundtable discussions and City staff was instrumental in fine-tuning the actions to fit Vancouver's local context. Members of the community also suggested additional actions that reflected neighborhood priorities and highlighted considerations to ensure the benefits and burdens of the climate actions would be equitably distributed.

List contents

The current draft action list is organized into three levels: sectors, key strategies, and actions. There are 6 sectors, 14 key strategies, and 94 total actions.

Table 1: Organization of Climate Action Plan draft list

Area of Focus	Key Strategies	Number of actions
Building & Energy	• Increase the energy efficiency of existing and future buildings • Use the lowest-carbon energy sources available for building heating and cooling.	18
Transportation and Land Use	• Create walkable neighborhoods that support walking, biking, and transit. • Shift driving trips to clean, active modes of transportation • Electrify vehicles where possible or switch to lower-carbon fuels.	30
Natural Systems	• Increase carbon storage in trees, vegetation and soil. • Improve ecosystem resilience. • Conserve water resources.	11
Solid Waste & Wastewater	• Require recycling and/or organics collections. • Zero out wastewater emissions.	8
Equity & Green Economy	• Enhance resilience of overburdened communities • Support growth of the green technology workforce • Build a more community-driven, circular economy.	18
Government Operations	• Prioritize climate action in City operations and allocate resources needed to achieve climate goals	9

Some of these actions would result in significant reductions in GHG emissions; these actions, such as planting trees or reducing driving, are referred to as “direct” actions in this draft CAP list. Other actions referred to as “supporting” actions may support important climate goals such building community resilience to climate change or addressing environmental justice-related issues but do not have a measurable impact on GHG emissions.

The draft list is provided here in two forms for Council’s review: the Summary List (Attachment B), which provides a one-sentence description of each of the 81 actions, and the Complete List (Attachment C), which provides detailed descriptions of each of these actions, considerations for implementation, the assumptions used in the GHG modeling, and the recommended policy mechanism for implementing that action.

The actions in this draft list may change during the upcoming reviews and engagement period based on legal review and additional input from Council, staff, and members of the Vancouver community.

Next Steps

Over the course of the next two months, CMO staff will conduct the following:

	Online public engagement, including online surveys through the new Climate Action Plan web page on Be Heard Vancouver.
	In-person public outreach with the broader community through pop-up surveys, tabling events, and one-on-one meetings with local organizations.
	Additional reviews from City staff and relevant City boards and commissions to ensure alignment with existing plans.
	Conversations with agency partners (such as CTRAN, Clark PUD, and the Port of Vancouver) to ensure coordination on specific climate actions.
	Further fine-tuning of the GHG impact and cost modeling with Cascadia.
	A review of all proposed actions for compliance with applicable laws and regulations.

City staff and the consultant team will review the feedback received from all parties as part of an assessment of the impact, cost, feasibility, equity, and co-benefits of each action.

At the August 8, 2022, workshop, staff will present the complete draft Climate Action Plan to Council. The final plan will include the following:

- The complete list of climate actions
- The results of the GHG Impact Model, which will show the expected GHG reductions from each of the direct climate actions in the list.
- A cost estimate of the 10 most impactful actions (in terms of GHG reductions)
- An assessment of each action's ability to advance equity or provide valuable co-benefits to the community, as considered by Community Roundtable members and members of the public.

Staff are scheduled to return to Council on August 15, 2022, where a Public Hearing on the CAP will be held prior to Council's adoption vote for the plan.

Attachment A: Draft Climate Priority Resolution

5/__/2021

RESOLUTION NO. M-_____

A RESOLUTION declaring climate action as a City priority and adopting municipal and community-wide greenhouse gas reduction goals; directing the City Manager to formulate a Climate Action Plan to achieve those goals; and providing agency-wide guidance on the incorporation of climate action into plans, programs, policies, and budgets.

WHEREAS, the City of Vancouver is committed to combating climate change through evolving municipal operations, strategic infrastructure investments that transform our economy, addressing the inequitable impacts of climate change on historically marginalized communities, and supporting community-based climate leadership to achieve carbon neutrality by 2040; and

WHEREAS, impacts of climate change are already being experienced by Vancouver residents and business owners in the form of extreme weather events, such as increased wildfires and the 2021 heat dome event, and scientists project those impacts to only grow more severe and far-reaching in the coming years; and

WHEREAS, low-income residents, community members of color, indigenous people, senior citizens, houseless individuals, persons with health concerns, young people, and other traditionally marginalized communities disproportionately suffer detriment to their health and quality of life from climate-related impacts and risk; and

WHEREAS, changing climate threatens the special ecosystems, habitats, natural systems, and native species of our local environment; and

WHEREAS, the Intergovernmental Panel on Climate Change has stated¹ that human-caused emissions are the greatest driver of the climate change we are experiencing today, that we need to limit the average global temperature increase to 1.5 degrees Celsius to prevent the most catastrophic impacts of climate change, and that we as a species need to pursue all strategies to achieve a rapid drop in carbon emissions; and

WHEREAS, local governments have a core responsibility for upholding public health, safety, and welfare, mitigating and preparing for disasters, protecting and preserving natural systems, and supporting economic development; and

WHEREAS, Council acknowledges that making strategic and needed investments in local infrastructure—before regulations or the market force us to adapt—will allow the City to develop and support new green industries and job opportunities locally to serve the needs of the community, the region, and beyond; and

WHEREAS, Council recognizes that young people will inherit the legacy of the climate actions that we take today and deserve a voice in shaping those actions;

NOW, THEREFORE,

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF VANCOUVER:

Section 1. The City acknowledges that human-caused climate impacts threaten the future of our community and natural ecosystems, as well as those of our region, state, nation, and the world, and the City Council hereby declares that efforts to mitigate local contributions to

¹ IPCC, 2018: Global Warming of 1.5°C. An IPCC Special Report on the impacts of global warming of 1.5°C above pre-industrial levels and related global greenhouse gas emission pathways, in the context of strengthening the global response to the threat of climate change, sustainable development, and efforts to eradicate poverty [Masson-Delmotte, V., P. Zhai, H.-O. Pörtner, D. Roberts, J. Skea, P.R. Shukla, A. Pirani, W. Moufouma-Okia, C. Péan, R. Pidcock, S. Connors, J.B.R. Matthews, Y. Chen, X. Zhou, M.I. Gomis, E. Lonnoy, T. Maycock, M. Tignor, and T. Waterfield (eds.)]. In Press.

climate change and develop adaptation and resilience strategies in preparation for intensifying climate impacts are a citywide priority.

Section 2. The City Council hereby sets forth the following goals: an overall Climate Action goal of an 80% reduction in 2019 greenhouse gas (GHG) emissions by municipal operations by 2025; an 80% reduction in 2019 GHG emissions by the Vancouver community by 2030; and the achievement of carbon neutrality by both municipal operations and the Vancouver community by 2040.

Section 3. The Council directs the City Manager to complete a Climate Action Plan (CAP) in 2022 to develop a list of the highest impact, systemic strategies in the areas of buildings and energy use, land use, transportation, natural systems, solid waste and wastewater, and government operations, to shift Vancouver toward carbon neutrality and increased community resilience.

Section 4. To demonstrate the City's commitment to addressing the goals of this climate priority resolution, to jumpstart GHG emissions reductions from municipal sources, and to lay the groundwork for the implementation of the full CAP, the City Council adopts the Early Action Package (EAP) consisting of 13 climate actions, which have broad support across the community and are within the City's purview to implement; a copy of the EAP is attached hereto as Attachment "A" and incorporated herein by reference.

Section 5. The City shall monitor progress towards its climate goals, conducting regular updates of its GHG inventory every four years and re-assessing its list for opportunities to maximize emission reductions, improve equitable outcomes, evaluate new technologies, leverage new funding opportunities, or achieve other community benefits; and the City will work with

community partners to evaluate shared progress, refining strategies through a transparent, collaborative process.

Section 6. The City, in the context of the overall biennial budget and financial policies, will identify sustainable funding mechanisms for climate actions, including but not limited to building energy efficiency investments, developing low-carbon transportation systems, building green infrastructure, and providing community education and development programs.

Section 7. The City commits to equity and social justice playing an integral role in the initial CAP development and will work with the community to ensure equitable implementation of its plan, particularly involving frontline communities that are disproportionately affected by climate change and young people who will inherit the legacy of our climate action.

Section 8. The City will support the development of climate leaders within the community by fostering opportunities for young people and those from the most vulnerable communities to guide the equitable implementation of the CAP, and to propose, shape, and implement new climate change solutions of their own.

Section 9. The City, in the context of an overall economic development strategy, will seek to develop a green economy and create a local base of living-wage jobs by proactively adopting new technology, fostering a regulatory environment conducive to renewable energy generation and distribution facilities, attracting and maintaining low-carbon and carbon-neutral industries, and supporting job training and apprenticeship programs to provide a just transition for the workforce into the next generation of jobs in sustainable manufacturing, construction, operations maintenance, research, and engineering.

Section 10. The City shall integrate climate action into foundational, long-range planning efforts, such as the Comprehensive Plan and all of its elements, and the Strategic Plan, to ensure that all conversations about the future of Vancouver reflect, and support these climate goals; and shall consider alignment with and support of these climate goals in selecting preferred alternatives for large-scale infrastructure projects and developments, and in the context of overall community objectives shall use City investments to advance approaches that achieve significant, long-term GHG reductions.

Section 11. The City Council directs the City Manager to consider this climate priority resolution in managing across all departments within the context of overall community priorities with shared seriousness, responsibility, and urgency for action; to develop and adopt policies and budgetary actions that support the City's stated climate goals; to address climate action in the development of all plans, programs, projects, and initiatives; to identify and prioritize strategies that advance the City's stated climate goals; to specify how new or updated programs, services, projects, and plans will be grounded in climate change mitigation and resilience; and to demonstrate departmental contributions to advancing the City's stated climate goals.

Section 12. Findings. The findings set forth above, as well as the Early Action Package, which is incorporated herein by reference, are adopted as findings supporting the action of the City Council in adopting this resolution.

INTRODUCED, PASSED, AND ADOPTED at a Regular Meeting of the Vancouver City Council this ____ day of May, 2022.

Anne McEnery-Ogle, Mayor

Attest:

Natasha Ramras, City Clerk

Approved as to form:

Jonathan Young, City Attorney

DRAFT

City of Vancouver Climate Action Plan

Early Action Package

The City of Vancouver is developing a Climate Action Plan, with plans to begin implementation in 2022-2023. To date, public, stakeholder, and staff input, as well as best practices and current research in climate planning, have been used to develop a menu of the most impactful, systemic strategies to shift Vancouver toward carbon neutrality and increased community resilience.

The engagement to date, along with a review of current City plans and programs, Washington state policy, and best practices of peer cities, suggested early actions that the City could implement now to jumpstart progress toward a more sustainable future. These actions were previewed at the July 26, 2021, City Council meeting.

Early actions were determined using the following criteria:

- ▶ Necessary changes to come into alignment with Washington State building, energy, and other sustainability-related standards.
- ▶ Lays a foundation for future implementation.
- ▶ Balances necessary changes and foundational action with actions that result in near-term (i.e., next 1-2 years) emissions reductions.
- ▶ No engagement is needed *or* we have already heard strong community and stakeholder support.
- ▶ A focus on municipal actions to demonstrate City leadership.
- ▶ Fits local context.
- ▶ Key opportunities presented by the most recent state legislative session.

The following sources to develop early actions:

- ▶ City of Vancouver staff feedback.
- ▶ Stakeholder feedback from community roundtables (e.g., Clark PUD, Alliance for Community Engagement (ACE), Northwest Natural (NWN), League of United Latin American Citizens (LULAC)).
- ▶ Washington policies related to climate change and sustainability.
- ▶ Climate action plans from peer cities (e.g., Redmond (WA), Everett (WA), and Providence (RI)).

Summary of Early Actions

The table below summarizes the 13 actions recommended for early adoption and implementation by the City of Vancouver. The following pages provide additional detail on the actions.

Early Implementation Actions	Department Lead
Buildings & Energy	
1. Develop a comprehensive green building policy for City-owned and occupied buildings and the private sector that is consistent with or exceeds state standards.	Community Development
2. Expand energy and water conservation retrofits and operational improvements to all municipal buildings and operations, beginning with retrofits that staff have already identified as feasible and promising investments.	General Facilities
3. Work with Clark PUD and other renewable energy providers to transition to 100% renewable energy for electricity use in municipal buildings, starting in 2022.	General Facilities
4. Work with affordable housing partners, Clark PUD, and NWN to subsidize home energy efficiency and weatherization retrofits for affordable housing units and housing that serves low-and fixed-income populations.	Economic Prosperity and Housing
Transportation & Land Use	
5. Partner with Clark PUD, C-TRAN, and Waste Connections to expand electric buses and electric contracted waste collection vehicles, prioritizing implementation in communities overburdened by local air pollution and with higher rates of asthma and other respiratory ailments.	Financial and Management Services – Procurement, Community Development
6. Develop and implement a City fleet EV charging infrastructure program.	Fleet
7. Introduce a policy to replace City fleet vehicles with electric at the time of replacement, where applicable and feasible. Where electric replacements are not available, seek opportunities to use lower carbon intensity ‘step-down’ fuels.	Fleet

Early Implementation Actions (continued)	Department Lead
Solid Waste	
8. Develop and enforce a City of Vancouver environmentally preferable purchasing policy (EPP).	Financial and Management Services - Procurement
9. Require food waste composting and glass and co-mingled recycling at all City buildings and for all municipal operations.	Public Works – Solid Waste
Water & Wastewater	
10. Develop a solids management and resource recovery plan for wastewater facilities to generate renewable energy and beneficial materials.	Public Works - Wastewater
Governance	
11. Release a climate priority declaration.	City Manager's Office
12. Build critical staff capacity to support CAP development and implementation.	City Manager's Office
13. Establish a municipal energy fund to create a self-sustaining source of funds for investing in municipal projects related to energy efficiency improvements, on-site energy generation, and other municipal projects specified in the Climate Action Plan.	General Facilities

Buildings & Energy

1. **Develop a comprehensive green building policy for City-owned and occupied buildings and the private sector that is consistent with or exceeds state standards.** This policy applies to both new and existing City-owned buildings and new private-sector buildings. It should meet or exceed the standards in the state's Clean Buildings Act and municipal high-performance building standards. The City will use the policy development process to determine specific requirements and standards of the policy; in the meantime, an Interim Green Building Policy will apply. As another first step to implement this action, the City should identify City-owned buildings to participate in the Early Adopter Incentive Program, which provides a one-time incentive payment of \$0.85 per gross s.f. of floor area for certain large commercial and multi-family buildings that demonstrate early compliance with the Clean Buildings Act requirements.
2. **Expand energy and water conservation retrofits and operational improvements to all municipal buildings and operations.** Begin with retrofits that staff have already identified as feasible and/or promising investments. These investments may cover streetlights, traffic signals, pump stations, or other infrastructure such as Tier 1 and Tier 2 buildings (which the City intends to retain long-term). Energy benchmarking should be included in the implementation of these initial retrofits, then expanded to a system-wide municipal energy benchmarking system to identify priority facilities for retrofitting and efficiency investments.
3. **Work with Clark PUD and other renewable energy providers to transition to 100% renewable energy for electricity use in municipal buildings, starting in 2022.** This may include direct production of renewable energy from on-site generation, the purchase of renewable energy credits (RECs); or, the purchase/use of renewable natural gas if options to purchase energy from carbon-free energy sources are not available. Priority should be given to options that enable the City to either source its electricity directly from, or replaced in the power grid with, renewable, emissions-free resources.
4. **Work with affordable housing providers, Clark PUD, and NWN to subsidize home energy efficiency and weatherization retrofits for affordable housing units and housing that serves low-and fixed-income populations.** Evaluate existing energy efficiency programs and work with community organizations that represent and serve overburdened communities to share information in culturally appropriate ways.

Transportation & Land Use

5. **Partner with CLARK PUD, C-TRAN, and Waste Connections to expand electric buses and electric contracted waste collection vehicles, prioritizing implementation in communities overburdened by local air pollution and with higher rates of asthma and other respiratory ailments.** The first step in this process is for the City to meet with Clark PUD, C-TRAN, and Waste Connections to identify opportunities and barriers within City limits that the City could address to streamline and/or expand implementation. The City would provide funding or other support to further expand these existing programs in overburdened communities. After successful implementation in communities overburdened by local air pollution and with higher rates of asthma and other respiratory ailments as

well as other low-income communities and communities of color, the City should expand the program to the remainder of the community until all feasible and/or applicable vehicles have been electrified. The expansion can be based on a prioritization study or other analysis.

6. **Develop and implement a fleet EV charging infrastructure program.** The City's Fleet Department, possibly with assistance from an expert consultant, will conduct an inventory and analysis of the City's current municipal fleet to identify priority vehicles to be electrified (e.g., passenger cars or heavy fuel consumers); select location(s) for charging infrastructure; determine necessary electrical infrastructure to support EV chargers and what type of charger(s) would be needed; and create an operations and maintenance program for the infrastructure. If possible, the City should look for opportunities to locate EV chargers in areas that are accessible to the City and general public, with a preference for areas of the community currently underserved with EV charging. Facilities staff suggested prioritizing fleet EV charging, then employee/public EV charging on City property. The City can require payment for charging to avoid issues around the gift of public funds. Clark PUD and Columbia-Willamette Clean Cities have grant programs that can assist with implementing this action.
7. **Introduce a policy to replace City fleet vehicles with electric at the time of replacement, where applicable and feasible. Where electric replacements are not available, seek opportunities to use lower carbon intensity 'step-down' fuels.** EV/hybrid replacements could be introduced once the EV charging infrastructure program is in place. Where electric or hybrid replacements are not yet feasible, which is likely the case for heavier-duty vehicles, seek opportunities to use lower carbon intensity 'step-down' fuels such as hydrogen, renewable diesel, and propane instead of traditional gas and diesel fuels. Short-term leases or other short-term arrangements may be prioritized where ZEVs are not available. This will provide time for viable alternatives to come to market and help ensure that long-term investment remains focused on vehicles with zero emissions. In Washington state, the Climate Commitment Act and Clean Fuel Standard both include programs to support expanded vehicle electrification.

Solid Waste

8. **Develop and enforce a City of Vancouver environmentally preferable purchasing policy (EPP).** At a minimum, the City's EPP should prioritize the purchasing of durable and repairable goods to reduce end-of-life emissions, prioritize green cleaners to improve indoor air quality, explore contracts and markets for recycled goods, include a preference for purchasing locally sourced materials, and support locally owned companies, especially those owned by women and people of color. The EPP may also include a requirement for conducting a life cycle analysis for goods and services to better capture the resources and emissions required to manufacture, package, and transport products. Early communication with policymakers and the community will ensure there is a collective understanding of what materials are accepted for recycling and composting in Vancouver's current system.
9. **Require food waste composting and glass and co-mingled recycling at all City buildings and for all municipal operations,** including specialized items such as e-waste, printer cartridges, scrap metal, batteries, block foam, and plastic film where handlers for these items are available. The first step is to discuss how to expand these services to all City buildings. This may include researching and expanding contracts and markets for recycled goods and end-of-life materials (e.g., Earth Friendly, Total Reclaim, EcoLights Northwest). Another option for an early step is outreach and education to City employees,

such as the development of a City “green team” with representatives from each building and/or department or requiring waste and recycling education as part of new employee orientation.

Water & Wastewater

10. **Develop a solids management and resource recovery plan for wastewater facilities to generate renewable energy and beneficial materials (i.e., biosolids or biochar for fertilizer).** Consistent with trends in wastewater treatment operations, this action combines increased energy efficiency and smart controls with renewable energy generation and the production of beneficial materials. It applies to new projects and upgrades of existing equipment for wastewater treatment. It is also recommended that the City’s Public Works department coordinate the collection of applicable biosolids from other operations, such as food waste composting.

Governance

11. **Release a climate priority resolution.** Following the City Council retreat in the spring of 2021, City Council named climate action as a key theme for near-term work. They also acknowledged the ongoing question of whether climate action sits within a single initiative or applies to multiple initiatives. This resolution would provide additional clarity and specificity on these topics. In addition to providing clarity and specificity, its purpose is to further empower City staff to make climate and sustainability a priority in their work and demonstrate the City’s commitment to climate action to the community. The resolution would include a clear statement that climate change should be integrated and prioritized in all existing initiatives and direct key first steps to take in mainstreaming climate change in City processes, programs, and initiatives.
12. **Build critical staff capacity to support CAP development and implementation.** High-priority needs have begun to be met with the hiring of a senior policy analyst to serve as the CAP Lead, completing development of the CAP and leading implementation. A grant writer can support the need for expanded capacity to implement CAP actions. Once onboarded, the City will need to consider whether additional support such as a sustainability coordinator may be needed. Priority initial actions for these new hires include familiarizing with potential long-term funding sources for CAP implementation and conducting discussions with City departments to ensure staff have the necessary information and capacity to address climate change in their work. Results of these early actions could be used to develop a City staff climate education plan, inform the development of governance actions, and inform CAP implementation planning.
13. **Establish a municipal energy fund to create a self-sustaining source of funds for investing in municipal projects related to energy efficiency improvements, on-site energy generation, and other municipal projects specified in the Climate Action Plan.** This may include projects such as HVAC upgrades, solar panel installations, and electric vehicle charging stations at City facilities. Energy efficiency projects and on-site energy generation projects can lead to savings for City operations, which could be returned to the municipal energy fund for reinvestment into additional mitigation and adaptation actions. To begin work on this initiative/plan/goal, other funding sources could be considered as well to establish the fund. The City should prioritize projects that continually reduce operating costs and emissions.

Attachment B: Summary Draft Action List – City of Vancouver Climate Action Plan

Introduction

This document includes short summaries of the draft actions for the City of Vancouver, WA Climate Action Plan (CAP). The actions were developed through an iterative process with community roundtable members and City staff between July 2021 and April 2022. The full descriptions of these actions can be found in Attachment C: Draft CAP Actions of this Council packet.

Definitions

EVs are electric vehicles.

ZEV are zero-emissions vehicles, which include battery electric and fuel cell electric vehicles. Plug-in hybrid-electric vehicles may be considered ZEVs under some circumstances.

Clark PUD refers to Clark Public Utilities

NWN refers to Northwest Natural gas company.

RNG refers to renewable natural gas.

C-TRAN: Clark County Public Transit Benefit Area Authority, the public transit agency serving Clark County.

Buildings and Energy

Strategy BE1. Increase use of renewable energy while reducing consumption.

	Action Short Name	Action Summary
BE.1.A	Community energy efficiency incentives	Educate and incentivize businesses and residents to increase energy efficiency and reduce energy and water use in homes and buildings.
BE.1.B	Energy efficiency upgrades for existing commercial buildings	Encourage all commercial buildings to exceed WA Clean Buildings Act standards by at least 10% by 2030 and at least 15% by 2040.
BE.1.C	Clean energy financing	Explore funding/capital opportunities for organizations representing overburdened communities to own clean energy assets.
BE.1.D	Solar incentives	Ensure rebates or other funding support are available for the installation of solar on existing construction.
BE.1.E	*** 100% renewable energy for municipal buildings	Work with local utilities to transition to 100% renewable energy for electricity use in municipal buildings, starting in 2022.
BE.1.F	Natural gas demand management	Work with NWN to reduce demand for natural gas, in accordance with NWN's Vision 2050 ("RNG-Constrained" Scenario).

Blue shaded actions result in measurable GHG emission reductions that are reflected in the City's GHG Impact Model.

*** Indicates that action is part of the Early Action Package.

	Action Short Name	Action Summary
BE.1.G	*** Green building policy (public sector)	Develop a comprehensive green building policy for municipal buildings that are consistent with or exceed state standards.
BE.1.H	Green building policy (private sector)	Develop comprehensive green building policies for the private sector that are consistent with or exceed state standards.
BE.1.I	Resilient energy grid	Adapt energy grid infrastructure to be prepared for future climate-related changes (such as extreme heat).
BE.1.J	Municipal energy storage & conservation	Develop storage systems for on-site renewable energy production and reduce overall energy and water usage.

Strategy BE2. Use the lowest-carbon energy sources available for building heating and cooling.

	Action Short Name	Action Summary
BE.2.A	Home electrification incentives (existing)	Encourage transition to high-efficiency electric space heating systems for <u>existing</u> homes that currently use fossil fuels for energy. ¹
BE.2.B	Commercial building electrification incentives (existing)	Work with Clark PUD and NWN to electrify <u>existing</u> commercial buildings that are currently using fossil fuels for energy and address fossil gas emissions. ¹
BE.2.C	Heat pumps in new commercial and multi-family residential	Support implementation of state energy code requirements regarding use of heat pumps for space and water heating in <u>new</u> commercial and multi-family residential ² , beginning in 2023.
BE.2.D	All-electric incentives for new development	Incentivize building electrification in <u>new</u> single-family residential developments, multifamily (less than 4 floors) and remodels.
BE.2.E	All-electric reach code for new development	Adopt an all-electric building reach code for new construction that limits the development of new fossil fuel infrastructure, starting in 2030. ³
BE.2.F	All-electric reach code for existing residential buildings	Adopt an all-electric building reach code that transitions buildings to all-electric at point of sale, starting in 2030. ²
BE.2.G	Natural gas carbon intensity	Work with NWN to reduce the carbon intensity of natural gas through renewable natural gas, hydrogen technologies and offsets in accordance with NWN's Vision 2050 ("RNG-Constrained" Scenario).
BE.2.H	Contractor training for electric transition	Develop contractor training programs for electric heat-pump installation and conversions from gas to electric appliances.

¹ Due to current state law, Clark PUD programs cannot be used to incentivize a switch from natural gas to electric service.

² Applies to new multifamily construction with four or more floors.

³ Current state energy code may currently restrict the implementation of this action.

Blue shaded actions result in measurable GHG emission reductions that are reflected in the City's GHG Impact Model.

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Transportation and Land Use

Strategy TLU1. Create walkable neighborhoods that support walking, biking, and transit.

	Action Short Name	Action Summary
TLU1.A	Mixed-use development	Update code and zoning to promote mixed-use development that is dense, transit-oriented, and supports active transportation.
TLU1.B	Sustainable neighborhood-scale development	Use tax and zoning incentives to promote development approaches and rating schemes for neighborhood-scale sustainable development
TLU.1.C	Diversified housing options	Update codes and zoning as needed to provide abundant housing choices at a variety of affordability levels throughout the City.
TLU.1.D	Concentrate development along retail and commercial corridors	Update codes and zoning to support concentrating development along corridors and neighborhood hubs
TLU.1.E	Parking management plan	Develop a city-wide parking management plan with requirements that are appropriate for walkable, transit-oriented neighborhoods.
TLU.1.F	Annexation policy updates	Consider existing land use patterns and their potential for transition to sustainable urbanized areas when evaluating potential annexations.
TLU.1.G	Annexation incentives	Identify high-priority and/or high-feasibility sustainability initiatives to align potential annexation areas with City of Vancouver policies.

Strategy TLU2 Shift driving trips to clean, active modes of transportation.

	Action Short Name	Action Summary
TLU.2.A	Improve pedestrian networks	Increase the abundance, safety and connectivity of walking networks.
TLU.2.B	Transit ridership improvements	Partner with C-TRAN and other transit agencies to remove barriers to using transit and increase ridership.
TLU.2.C	Driving trip reduction for local schools	Support initiatives to reduce driving trips related to school activities.
TLU.2.D	Transportation demand management	Identify and implement programs and code-based plan requirements to reduce traffic and shift trips to non-driving modes.
TLU.2.E	Medium- and heavy-duty truck VMT reduction	Work with delivery and other companies to improve routing and reduce vehicle miles traveled from medium and heavy-duty vehicles.

Blue shaded actions result in measurable GHG emission reductions that are reflected in the City's GHG Impact Model.

*** Indicates that action is part of the Early Action Package.

	Action Short Name	Action Summary
TLU.2.F	Bicycle network improvements	Increase the abundance, safety and connectivity of bicycling networks.
TLU.2.G	Modal hierarchy	Establish a modal hierarchy for transportation investments that prioritizes investments in active transportation modes.
TLU.2.H	Shared mobility and micro-mobility options	Add shared mobility and micro-mobility options within key growth nodes in the City
TLU.2.I	City plan alignment	Align the Comprehensive Plan, economic development plans, and COVID-19 recovery plan with the multi-modal initiatives, guidelines, and priorities identified in the Transportation System Plan update.
TLU.2.J	Retrofits for vulnerable infrastructure	Prioritize retrofits of climate-vulnerable infrastructure, with a focus on routes used for public transportation.
TLU.2.K	Fareless transit system	Work with C-TRAN to expand existing fareless programs and foster a safe public transit system to increase transit accessibility.
TLU.2.L	Curb management program	Research and develop a curb management program that supports shared mobility options and safe multimodal streets.

Strategy TLU3. Electrify vehicles where possible or switch to lower-carbon fuels.

	Action Short Name	Action Summary
TLU.3.A	*** EV infrastructure plan	Develop and implement an EV infrastructure plan to promote and expand the installation of public and private charging infrastructure.
TLU.3.B	EV charging requirements	Require all new development (and/or parking lots) to have adequate charging stations.
TLU.3.C	Electric vehicle advocacy & education	Advocate for the expansion of existing incentives and introduce new local incentives to accelerate the adoption of electric vehicles.
TLU.3.D	Medium-and heavy-duty truck decarbonization	Take local action to decarbonize medium and heavy-duty trucks.
TLU.3.E	*** Transit & waste collection fleet electrification	Require that all buses that serve Vancouver are electric by 2040 and increase the proportion of waste collection vehicles that are ZEV.
TLU.3.F	EV-Ready code	Require 25% EV-ready parking spaces in new commercial and multifamily developments, exceeding WA HB 1257 requirements.
TLU.3.G	Alternative fueling & charging at gas stations	Require new gas stations or station expansions to include EV charging and alternative fuel options.

Blue shaded actions result in measurable GHG emission reductions that are reflected in the City's GHG Impact Model.

*** Indicates that action is part of the Early Action Package.

	Action Short Name	Action Summary
TLU.3.H	Alternative fuels education and advocacy	Provide education and advocacy to increase awareness and use of low-carbon and alternative fuels.
TLU.3.I	Truck decarbonization infrastructure	Expand infrastructure for decarbonization of medium- and heavy-duty trucks.
TLU.3.J	Battery replacement incentives	Expand incentives and rebates to reduce the costs of EV battery replacement when car batteries reach the end of their service life.
TLU.3.K	*** Municipal fleet vehicle transition to ZEVs and alternative fuels	Introduce a policy to replace City fleet with zero-emissions alternatives at the time of replacement or switch to alternative fuels where feasible and applicable.

Blue shaded actions result in measurable GHG emission reductions that are reflected in the City's GHG Impact Model.

*** Indicates that action is part of the Early Action Package.

Natural Systems & Water Resources

Strategy NS1. Increase carbon storage in trees, vegetation and soil.

	Action Short Name	Action Summary
NS1.A	Native, climate-resilient planting in municipal projects	Require long-lived large form, drought-tolerant, native plantings in parks and other public properties.
NS1.B	Native, climate-resilient planting in private projects	Incentivize long-lived, large form, drought-tolerant, native plantings and retention of the mature canopy in existing and new developments.
NS1.C	Street tree maintenance	Maintain existing street trees through proper care and maintenance cycle, prioritizing overburdened communities.
NS1.D	Carbon sequestration on public lands	Increase carbon sequestration potential of soil throughout the City to offset emissions and increase drought and flood resistance of the soil.
NS1.E	Carbon sequestration on private lands	Work with homeowners and other private property owners to improve soil management practices and reduce fertilizer use.

Strategy NS2. Improve ecosystem resilience.

	Action Short Name	Action Summary
NS2.A	Critical areas code enforcement	Strengthen, revise, and enforce codes for critical areas.
NS2.B	Habitat restoration for new development	Require private development to address habitat restoration issues onsite before development.
NS2.C	Tree canopy recommendations	Implement the recommendations in the City's Tree Canopy Assessment (2021).

Strategy NS3. Conserve water resources.

	Action Short Name	Action Summary
NS3.A	Community water conservation	Implement the current (ca. 2022-2025) and future (2025+) demand-side Water Use Efficiency (WUE) Program measures.
NS3.B	Rainwater capture incentives	Incentivize rainwater capture and construction or retrofit of stormwater flow control /infiltration facilities for existing buildings.
NS3.C	Lawn removal and drought-tolerant landscaping incentives	Establish incentives/rebates for drought-tolerant residential landscaping and removal of grass lawns.

Blue shaded actions result in measurable GHG emission reductions that are reflected in the City's GHG Impact Model.

*** Indicates that action is part of the Early Action Package.

Solid Waste & Wastewater

Strategy SW1. Require recycling and/or organics collections

	Action Short Name	Action Summary
SW1.A	Citywide recycling & composting ordinance	Require city-wide recycling and organics collection in compliance with WA HB 1799.
SW1.B	*** Municipal recycling & composting	Require food waste composting and glass and co-mingled recycling at all City buildings and for all municipal operations.
SW1.C	Recycled materials markets	Pursue regional partnerships to bolster the market for recycled materials.
SW1.D	Waste diversion community compliance	Work with haulers and transfer stations to increase community compliance with waste diversion ordinances.
SW1.E	Recycling and composting education and outreach	Provide recycling and composting education for commercial businesses and multifamily property managers and tenants.
SW1.F	County composting facility	Work with the County and local jurisdictions to construct a composting facility in the County.
SW1.G	Construction & demolition incentives	Promote waste reduction from construction & demolition.

Strategy SW2. Zero out wastewater emissions

	Action Short Name	Action Summary
SW2.A	Solids management and resource recovery plan	Develop a solids management and resource recovery plan for wastewater facilities to generate renewable energy and beneficial materials

Blue shaded actions result in measurable GHG emission reductions that are reflected in the City's GHG Impact Model.

*** Indicates that action is part of the Early Action Package.

Equity & Green Economy

Strategy EQ1: Enhance the resilience of overburdened communities

Supporting Actions

	Action Short Name	Action Summary
EQ1.A	Climate community advisors	Establish a Climate community advisors panel to provide ongoing guidance on equitable CAP implementation.
EQ1.B	Risk assessment and adaptation plan	Prepare a climate vulnerability risk assessment and adaptation plan.
EQ1.C	Update the City's Natural Hazard Mitigation Plan	Review the City's Natural Hazard Mitigation Plan to ensure that risks from climate-related hazards are adequately assessed.
EQ1.D	Reside Vancouver implementation	Implement the Capturing Momentum and Aspirational Packages of recommendations from Reside Vancouver.
EQ1.E	Community safety hubs	Identify & sustain community safety hubs for use during extreme weather events (e.g., schools, religious institutions).
EQ1.F	Fossil fuel storage ban	Ban new fossil fuel storage in areas vulnerable to climate impacts and overburdened areas.
EQ1.G	Reserve funding for extreme weather events	Develop reserve funding for extreme weather that includes health & emergency services for climate-vulnerable populations.
EQ1.H	Comprehensive outreach and education	Develop education and outreach programs for key initiatives.
EQ1.H	Air conditioning and filtration retrofits	Support home retrofit programs to equip low-income residents with air conditioning and filtration systems.

Strategy EQ2: Build a more community-driven, circular economy.

	Action Short Name	Action Summary
EQ2.A	Local food production and community markets	Expand community-owned markets and spaces (e.g., food co-ops) and urban agriculture to support local food sovereignty.
EQ2.B	Local repair and reuse	Encourage and support repair and reuse across the community.
EQ2.C	Support for repair industry	Expand economic development strategies and tools to retain industrial and repair industry businesses.
EQ2.D	Small business restructuring	Support small business restructuring for the green economy, with a focus on service & hospitality to recover from COVID-19.
EQ2.E	Food recovery and reuse	Support a program for grocery stores donate surplus food.

Blue shaded actions result in measurable GHG emission reductions that are reflected in the City's GHG Impact Model.

*** Indicates that action is part of the Early Action Package.

Strategy EQ3: Support the growth of the green technology workforce

	Action Short Name	Action Summary
EQ3.A	Green workforce development	Implement workforce development and education programs that advance Vancouver's green job opportunities.
EQ3.B	Green commercial hubs	Explore the potential of clusters of sustainable local businesses in neighborhoods that will promote the local green economy.
EQ3.C	Higher education partnerships	Work with higher education partners to evaluate green economy innovations to determine which ones align with the city's goals.
EQ3.D	Community-led green economy prioritization	Host a community conversation to identify climate threats to current industries and opportunities for new green businesses.

Government Operations

Strategy GV1. Prioritize climate action in City operations and allocate resources needed to achieve climate goals.

	Action Short Name	Action Summary
GV1.A	*** Build critical staff capacity	Build critical staff capacity to support CAP development and implementation.
GV.1.B	*** Climate priority declaration	Release a climate priority resolution to establish the City's GHG goals and provide staff with guidance on CAP implementation
GV.1.C	Regular updates of GHG Inventory and CAP	Every 4 years, update the City's GHG Inventory and CAP.
GV.1.D	*** Environmental purchasing policy	Develop and enforce a City environmentally preferable purchasing policy (EPP).
GV.1.E	Expedited permitting for sustainability projects	Expedite permitting for sustainability projects in all sectors.
GV.1.F	Reduce vehicle trips by municipal employees	Implement an employee commute trip reduction program to reduce drive-alone commute trips.
GV.1.G	Energy efficiency standards	Adopt energy efficiency standards for City operations that exceed state standards.
GV.1.H	Green Teams	Create a "green teams" program to support City staff in leading sustainability initiatives in their departments or building.
GV.1.I	*** Establish a municipal energy fund	Establish a municipal energy fund to create a self-sustaining source of funds for investing in energy-efficient municipal operations.

Blue shaded actions result in measurable GHG emission reductions that are reflected in the City's GHG Impact Model.

*** Indicates that action is part of the Early Action Package.

Attachment C: Full Draft Action List - Climate Action Plan

Draft CAP Actions

Introduction

This document includes draft actions for the City of Vancouver, WA Climate Action Plan (CAP). The actions were developed through an iterative process with community roundtable members and City staff between July 2021 and April 2022.

Definitions

- ▶ **Direct actions** are actions included in the impact model. They are all emissions-reduction (i.e., mitigation) actions.
- ▶ **Supporting actions** are *not* included in the impact model. They include resilience-building (i.e., adaptation) actions and actions that support the direct actions.
- ▶ **ZEV** are zero-emissions vehicles, which can include electric (EV) and hydrogen (H2) vehicles. In some cases, compressed natural gas (CNG) can be low- or zero-emissions vehicles (LEV or ZEV).
- ▶ **Clark PUD** refers to Clark Public Utilities; **NWN** refers to Northwest Natural gas company.

Contents

Draft CAP Actions	1
Introduction	1
Definitions	1
Contents	1
Draft List of Actions	2
Buildings and Energy	2
Transportation and Land Use	15
Natural Systems & Water Resources	32
Solid Waste & Wastewater	39
Equity & Green Economy	42
City Governance	48

DRAFT LIST OF ACTIONS

Buildings and Energy

GOAL: Reduce emissions and energy consumption and prepare buildings for climate change impacts.

2019 Community Emissions

- ▶ Buildings & Energy make up **28% of total emissions**.
- ▶ **Number two source** of community wide emissions.
- ▶ Major drivers of emissions are: **fossil fuels used to generate electricity** and **natural gas use** by households and businesses.

Strategy BE1. Increase use and storage of renewable energy while reducing consumption

Three strategies from the Vancouver Climate Roadmap were consolidated here. They are:

- ▶ Work with Clark PUD to procure renewable energy ahead of CETA mandates and increase community-wide renewable electricity supply to 100%.
- ▶ Exceed state requirements for building efficiency and work with businesses, property owners, and non-governmental partners to establish policies that prevent displacement of those with low incomes and renters and ensure equitable distribution of the costs and benefits of energy efficiency upgrades.
- ▶ Identify additional opportunities for climate-resilient, renewable, affordable, and environmentally just forms of renewable energy systems and electrification.

Direct Actions

Action Short Name	Policy Mechanism	Action Description	Modeling Assumptions	Sources: Assumptions / Description
Community energy efficiency incentives	Incentive / Disincentive	A. Educate and incentivize businesses and residents to reduce energy and water use, with a priority on affordable housing units and housing that serves low-and fixed-income populations. This may include: • Work with CPU and NWN to subsidize home energy efficiency and weatherization retrofits for affordable housing units and housing that serves low-and fixed-income populations. <u>CPU incentives</u> include loans and/or rebates for more efficient heat pumps, water heaters, and weatherization for single- and multi-family. They also include incentives for new homes exceeding state energy code standards and <u>financial assistance</u> for low-income customers. NWN provides resources on conserving natural gas in <u>residential</u> and <u>commercial</u> settings. • Evaluate existing energy efficiency programs and work with community organizations that represent and serve overburdened communities to share information in culturally appropriate ways. The state's <u>Matchmaker program</u> and <u>Weatherization Plus Health program</u> are two available mechanisms to fund weatherization improvements. • Incentivize electric HVAC retrofits for homes, prioritizing indoor air quality improvements for those who face especially poor indoor air quality • Develop reserve funding for efficiency improvements	• Start in 2023 with 0% participation. • Ramp up linearly to 10% single-family + multi-family + commercial participation rate by 2030, then constant 10% participation rate through 2040. • Assume residential water heating accounts for 35% of building energy use; assume space heating accounts for 40% of building energy use (total = 75%; EIA).¹ • Assume commercial water heating accounts for 9% of building energy use; assume space heating accounts for 23% of building energy use (total = 32%; EIA).² • Assumes high-performance residential electric heat pumps are 40% more efficient than non-electric, comparable alternatives (ACEEE 2016).³ • Assumes high-performance commercial heat pumps are 15% more efficient than non-electric, standard alternatives (consultant estimate).	• EIA (2015) • EIA (2012) • ACEEE (2016) • Consultant estimate • Vancouver, WA Early Action Package

VANCOUVER CAP
DRAFT CAP ACTIONS

Action Short Name	Policy Mechanism	Action Description	Modeling Assumptions	Sources: Assumptions / Description
Energy efficiency upgrades for existing commercial buildings	Incentives / Disincentives	B. Encourage all commercial buildings to exceed Clean Buildings Act energy performance standards by at least 10% by 2030 and by at least 15% by 2040. State law already requires newer commercial buildings greater than 50,000 SF to exceed the standard by 15%, so this action extends a similar goal to all commercial buildings. This includes: • Work with Clark PUD to expand programs that reduce energy use, such as the On-site Energy Assessment, Commercial/Industrial Lighting Incentive Program and Commercial Shell Measures Incentives. • Work with other utilities to increase efficiency of provided services. • Pursue funding for efficiency improvements • Explore options to provide education and technical support to building owners.	• Start in 2022 with 0% participation. • Assumes 30% of commercial buildings achieve a 10% reduction in energy use by 2030 • Assumes 75% of buildings (i.e., energy use) achieve a 10% reduction in energy use by 2040.	• TP2 feedback • Clark PUD <u>programs</u> • NWN <u>Smart Energy</u> program • WA Clean Buildings Act (HB 1257) • National Renewable Energy Laboratory • Pacific Northwest National Laboratory

¹ Data are for the Marine climate region. Source: U.S. Energy Information Administration (EIA). 2015. Residential Energy Consumption Survey (RECS). Table CE4.5.

² Data are for the Marine climate region. Source: U.S. EIA. 2012. Commercial Buildings Energy Consumption Survey (CBECS). Table E1, Table E3, and Table E7.

³ Forty percent (40%) energy efficiency is based on a 2016 American Council for an Energy-Efficient Economy (ACEEE) study of electric and gas space and water heating efficiency. ACEEE found that high-performance electric heat pumps are more efficient than comparable natural gas furnaces in OR/WA (see Figures 1-3, Table A1 and Table A3). ACEEE also found high-performance electric heat pump water heaters are more efficient than “average” and “better” natural gas water heaters in a national-level comparison (see Table A5). Cascadia used the 4,958 mm BTU heat rate scenario. This scenario assumes 50% renewables and 50% high-efficiency natural gas, which is most consistent with WA state policy (specifically CETA).

VANCOUVER CAP
DRAFT CAP ACTIONS

Action Short Name	Policy Mechanism	Action Description	Modeling Assumptions	Sources: Assumptions / Description
Clean energy financing	Incentive / Disincentive	C. Explore funding/capital opportunities, such as 0% interest loans and CPU's Solar Energy Program, for organizations representing overburdened communities and individuals to own clean energy assets.	• Program starts in 2023 with a 0% participation rate • Assumes 5% additional of current suitable rooftop space is utilized by 2030, then increases 1%/year through 2040 (equivalent to 34,098 MMTBU for each 1%). • Reductions realized in residential sector.	• Google Project Sunroof
Solar incentives	Incentive / Disincentive	D. Ensure rebates or other funding support (e.g., solar grants for neighborhoods, cooperative buying opportunities, CPU's Solar Energy Program) are available for installation of solar on existing construction. Work with HOAs and condos with policies that prevent solar infrastructure to remove those restrictions.	• Program starts in 2023 with a 0% participation rate • Assumes 5% additional of current suitable rooftop space is utilized by 2030, then increases 1%/year through 2040 (equivalent to 34,098 MMTBU for each 1%).	• Google Project Sunroof
100% renewable energy for municipal buildings	Mandate / Regulatory	E. Work with Clark PUD and other renewable energy providers to transition to 100% renewable energy for electricity use in municipal buildings, starting in 2022. This may include direct production of renewable energy from on-site generation, the purchase of renewable energy credits (RECs); or, the purchase/use of renewable natural gas if options to purchase energy from carbon-free energy sources are not available. Priority should be given to options that enable the City to either source its electricity directly from, or replaced in the power grid with, renewable, emissions-free resources.	• Program starts in 2022 with purchase of RECs to offset all non-renewable energy consumed through 2040. • Ramp up to 7.5% of current suitable unused rooftop space utilized by 2030, then increase at 1%/year through 2040 (equivalent to 34,098 MMBTU for each 1%). REC purchases decrease accordingly. Excess energy is stored or returned to the grid.	• City of Vancouver Early Action Package • Google Project Sunroof

VANCOUVER CAP
DRAFT CAP ACTIONS

Action Short Name	Policy Mechanism	Action Description	Modeling Assumptions	Sources: Assumptions / Description
Natural gas demand management	Voluntary	F. Work with NWN to reduce demand for natural gas.	In accordance with NWN's Vision 2050 ("RNG-Constrained" Scenario).	Community Roundtable

Supporting Actions

Action Short Name	Policy Mechanism	Action Description	Sources
Green building policy (public sector)	Mandate / Regulatory	G. Develop comprehensive green building policies for City-owned and occupied buildings that are consistent with or exceed state standards. These policies should enable the City to demonstrate leadership in climate action and include provisions to: - Reduce consumption and adopt energy-saving technologies. - Incorporate green infrastructure where applicable and feasible. - Develop an expedited process for energy efficient construction. - Support smart lighting strategies, including use of passive lighting for daytime use, LEDs, and conservative use of lighting when buildings are unoccupied in accordance with Dark Sky and Bird-Safe light pollution reduction principles. - Create a framework for making decisions on building energy efficiency projects in cost-constrained environments. - Provide Facilities with an on-call energy consultant who can conduct building energy efficiency evaluations, recommend upgrades, perform cost-benefit analyses, and recommend staged approaches for large/expensive projects. - When developing new municipal buildings, include evaluation of the potential for renewable energy projects in the scope of work.	- Vancouver Early Action Package - Touchpoint feedback - City staff feedback
Green building policy (private sector)	Mandate / Regulatory	H. Develop comprehensive green building policies for the private sector that are consistent with or exceed state standards. These policies should include provisions to: - Avoid areas vulnerable to climate change (e.g., low-lying areas) and maintain affordability and accessibility to current residents. - Collaborate with large energy users on reducing consumption and adopting energy-saving technologies.	- Vancouver Early Action Package - Touchpoint feedback - City staff feedback

VANCOUVER CAP
DRAFT CAP ACTIONS

Action Short Name	Policy Mechanism	Action Description	Sources
		• Incentivize the development community to include community gardens in all developments. • Require drought-tolerant planting and efficient irrigation systems on all new development. • Develop an expedited process for energy efficient construction, accepted by City of Vancouver and based on criteria that are already accepted and approved. • Support smart lighting strategies, including use of passive lighting for daytime use, LEDs, and conservative use of lighting when buildings are unoccupied.	
Resilient energy grid	Voluntary	I. Adapt energy grid/ infrastructure to be prepared for future climate-related changes (e.g., conduits, distribution lines, ducts). This may include: • Support efforts to improve infrastructure resilience to climate impacts and determine if new standards need to be adopted to protect or strengthen infrastructure systems. • Ensure adequate backup power for critical infrastructure (e.g., hospitals). • Investigate the use of battery storage in place of generators. • Provide dual fuel for extreme cold events. • Explore with CPU and the local community the feasibility of Community Choice Energy (CCE) in Vancouver (before 2030). • Develop incentives and promote the use of lower-carbon fuel sources for backup generation. • Increase community resilience by installing microgrids, community solar, and renewable energy systems in critical community spaces (e.g., schools, senior care facilities, community centers, etc.) • Work with local utilities on storage systems for excess local production of renewable energy. In addition to increasing local renewable energy ahead of CETA, this action supports a reliable energy supply during severe storms.	• Touchpoint feedback
Municipal energy and water savings	Mandate / Regulatory	J. The City will increase on-site renewable energy storage, and energy and water savings. This includes: • Work with local utilities to store excess energy generated from municipal solar arrays • Maintain annual distribution system leakage (DSL) to 6% or less by implementing the current (ca. 2022-2025) and future (2025+) supply-side Water Use Efficiency (WUE) Program measures	• Vancouver Climate Roadmap • Vancouver Early Action Package • City staff feedback

Strategy BE2. Decarbonize homes, businesses, and other buildings

Two strategies from the Vancouver Climate Roadmap were consolidated here. They are:

- ▶ Phase out natural gas use in existing construction with solutions tailored to different building, ownership, and use types.
- ▶ Eliminate natural gas in new construction.

Direct Actions

Action Short Name	Policy Mechanism	Action Description	Modeling Assumptions	Sources: Assumptions / Description
Home electrification incentives	Incentive / Disincentive	A. Work with local partners to transition to high-efficiency electric energy for <u>existing</u> homes that are using fossil fuels for energy (e.g., space heating/cooling, water heating, cooking). This includes: - Identify federal, state, business, and local incentive programs for Vancouver, with particular attention to ensuring low- and middle-income homeowners can afford to electrify. - Leveraging the contractor training action, work with contractors to encourage electrification in existing homes. - Work with NWN to expand participation in the Smart Energy program (carbon-neutral option) to offset natural gas emissions. - Work with interested realtors to encourage electrification as a condition of sale. This may include providing education and outreach to realtors about electrification, so they can be responsive to buyer and seller interests. - Incentivize electric HVAC retrofits and other retrofits for homes. This can occur at any time: some may prefer to explore retrofits at end-of-life, at ownership transitions, or at other points. <i>Due to current (2021) state law, CPU's programs cannot be used to incentivize a switch from natural gas to heat.</i>	Start in 2023 with 0% participation. Ramp up to 20% conversion for existing residential development using fossil gas by 2030, then steady through 2040. - Assume water heating accounts for 42% of building natural gas use; assume space heating accounts for 50% of building natural gas use (total = 92%; EIA).⁴ - Assumes high-performance residential electric heat pumps are 40% more efficient than non-electric, comparable alternatives (ACEEE 2016).⁵ Ramp up to additional 2.5% of residential + multi-family buildings participate in NWN Smart Energy (Carbon Neutral option) to offset 100% of emissions from natural gas use by 2030, then steady through 2040. Does not model cooking electrification.	- Clark PUD - EIA (2015) - ACEEE (2016) - City of Dublin, CA CAP⁶ - TP2 feedback - NWN <u>Smart Energy</u> program

⁶ Rincon Consultants, LLC led development of the Dublin, CA CAP, including the research, development, analysis, and refinement of strategies and actions. Cascadia supported public outreach and engagement.

VANCOUVER CAP
DRAFT CAP ACTIONS

Action Short Name	Policy Mechanism	Action Description	Modeling Assumptions	Sources: Assumptions / Description
Commercial building electrification incentives	Incentives / Disincentives	B. Work with CLARK PUD and NWN to electrify existing commercial buildings and address fossil gas emissions. These incentives will be available to buildings of all sizes. However, when working with those who own buildings larger than 50,000 SF, the incentives should be focused on assisting with compliance with Washington's new energy performance standard. This includes: • Work with Clark PUD to expand programs that incentivize commercial building owners to electrify water and space heating in existing buildings, such as the Commercial Heating System Incentives. • Work with NWN to expand participation in the Smart Energy program to offset natural gas emissions.	• Assumes 30% of buildings (i.e., energy use) participate to convert 75% of their natural gas use to electric by 2030, then steady through 2040. • Assume commercial water heating accounts for 19% of building natural gas use; assume space heating accounts for 59% of building natural gas use (total = 78%).⁷ • Assumes additional 2.5% of commercial buildings offset 100% of emissions from natural gas use through NWN Smart Energy program. • Assumes high-performance commercial heat pumps are 15% more efficient than non-electric, standard alternatives (consultant estimate).⁸ • Start in 2023 at 0% participation.	• TP2 feedback • Clark PUD <u>programs</u> • NWN <u>Smart Energy</u> program • EIA (2012) • Consultant estimate •

⁵ Forty percent (40%) energy efficiency is based on an ACEEE (2016) study of electric and gas space and water heating efficiency. See Strategy BE1, action "Community energy efficiency incentives" for details.

⁶ Rincon Consultants, LLC led development of the Dublin, CA CAP, including the research, development, analysis, and refinement of strategies and actions. Cascadia supported public outreach and engagement.

⁷ Data are for the Marine climate region. Source: U.S. EIA. 2012. CBECS. Table E7.

⁸ Conservative consultant estimate is based on ACEEE (2015) "Expanding the Energy Efficiency Pie: Serving More Customers, Saving More Energy Through High Program Participation."

VANCOUVER CAP
DRAFT CAP ACTIONS

Action Short Name	Policy Mechanism	Action Description	Modeling Assumptions	Sources: Assumptions / Description
Heat pumps in new commercial and multi-family residential	Mandatory	C. Support implementation of State Building Code requirements regarding use of heat pumps for space and water heating in <u>new</u> commercial and multi-family residential ⁹ , beginning in 2023	Modeling work pending	WA State Building Code Update, 04/222022

⁹ Applies to new multifamily construction with four or more floors.

VANCOUVER CAP
DRAFT CAP ACTIONS

Action Short Name	Policy Mechanism	Action Description	Modeling Assumptions	Sources: Assumptions / Description
All-electric incentives for new development	Incentive / Disincentive	D. Incentivize building electrification in new single-family residential developments, multifamily buildings with less than four floors, and remodels. This action reduces barriers to electrification and paves the way for the “all-electric reach code for new development” that goes into effect in 2030. This may include: • Encourage ground source heat pumps for new construction • Explore options to extend city tax credits to new construction developing with all-electric utilities.	• Program starts up in 2023 with a 0% participation rate • Ramp up to 20% electrification for new development and remodels by 2030, then declining to 10% by 2040. • Assumes high-performance residential electric heat pumps are 40% more efficient than non-electric, comparable alternatives.¹⁰ • Assumes high-performance commercial heat pumps are 15% more efficient than non-electric, standard alternatives (consultant estimate). • Assumes that participating new residential development converts 92% of their BAU natural gas use to electric.¹¹ • Assumes that participating new commercial development converts 78% of their BAU natural gas use to electric.¹² • Does not model cooking electrification.	• Consultant estimate¹³ / Peer cities • City staff feedback

¹⁰ Forty percent (40%) energy efficiency is based on an ACEEE (2016) study of electric and gas space and water heating efficiency. See Strategy BE1, action “Community energy efficiency incentives” for details.

¹¹ Data are for the Marine climate region. Source: U.S. EIA. 2015. RECS. Table CE4.5.

¹² Data are for the Marine climate region. Source: U.S. EIA. 2012. CBECS. Table E7.

¹³ Conservative consultant estimate is based on ACEEE (2015).

VANCOUVER CAP
DRAFT CAP ACTIONS

Action Short Name	Policy Mechanism	Action Description	Modeling Assumptions	Sources: Assumptions / Description
All-electric reach code for new development	Mandate / Regulatory	E. Adopt an all-electric building reach code for new construction that limits the development of new fossil fuel infrastructure, with exceptions for industrial uses without a suitable alternative. This action goes into effect in 2030 and builds on the “all-electric incentives for new development.”	• Code goes into effect in 2030. • Assumes 80% compliance in 2030 and 90% by 2040. • Assume 10% of eligible building energy use not converted to account for exceptions.	• City of Pleasanton, CA CAP 2.0
All-electric reach code for existing residential buildings at point of sale	Mandate / Regulatory	F. Adopt an all-electric building reach code that transitions at least 50% of buildings to all-electric at point of sale in 2030 and 90% of existing buildings transitioned to all-electric at point-of-sale by 2040, with exceptions for industrial uses without a suitable alternative.	• Code goes into effect in 2030. • Assumes 45% compliance (i.e., 45% of existing buildings sold convert at point-of-sale) in 2030, increasing to 90% by 2040. • # of existing homes sold is scaled upward from 2,500 single-family homes in 2020 (there were ~2,500 homes sold in Vancouver in 2020) and 45 existing multi-family buildings in 2020 (there were ~45 existing MF buildings sold in Vancouver in 2020, with an estimated 50 units per building), with # households increasing from there • “Participating” buildings convert 90% of natural gas to electric, which allows for exceptions (e.g., cooking).	• TP2 feedback • Clark County Association of Realtors 2020 Sales Summary • WA Clean Buildings Act (HB 1257)
Natural gas carbon intensity	Voluntary	G. Work with NWN to reduce the carbon intensity of natural gas through renewable natural gas, hydrogen technologies and offsets.	In accordance with NWN's Vision 2050 ("RNG-Constrained" Scenario).	• Community Roundtable feedback

VANCOUVER CAP
DRAFT CAP ACTIONS

Action Short Name	Policy Mechanism	Action Description	Modeling Assumptions	Sources: Assumptions / Description
Contractor training for electric transition	Voluntary	H. Develop a contractor training and rebate program for installation of electric heat-pumps, conversion from gas to electric appliances, and integration of environmental technologies. Include a component to identify opportunities at point-of-sale, to support the actions focused on electrification of existing residential and commercial buildings.	• Start in 2023 with 0% participation rate. • Ramp up to 7.5% of buildings (residential + commercial) participating to cover 90% of their natural gas use by 2030; steady 2030-2040.	• City of Dublin, CA CAP • Consultant estimate¹⁴

Supporting Actions

None.

¹⁴ Conservative consultant estimate is based on ACEEE (2015).

Transportation and Land Use

GOAL: Build a transportation system that reduces GHG emissions, bounces back from climate impacts, and connects communities.

2019 Community Emissions

- ▶ Transportation & Land Use make up **64% of total emissions**.
- ▶ **Number one source** of community wide emissions.
- ▶ Major drivers of emissions are: **passenger vehicles and air travel**.

Strategy TLU1. Create neighborhoods that support clean modes of transportation

Two strategies from the Vancouver Climate Roadmap were consolidated here. They are:

- ▶ Use land-use, zoning, and anti-displacement policies to develop denser, vibrant, mixed-use communities with streets that safely support all modes of travel, prioritizing under-developed areas, overburdened communities, transit-dependent communities, and those who were formerly incarcerated.
- ▶ Update annexation policies to align with CAP strategies, requiring all new annexed areas to comply or immediately begin investments to align with City sustainability initiatives and policies.

Direct Actions

Action Short Name	Policy Mechanism	Action Description	Modeling Assumptions	Sources: Assumptions / Description
Mixed use development	Mandate / Regulatory	A. Update Municipal Code and zoning to promote mixed-use development that is dense, transit-oriented, and supports active transportation mode choices (e.g., biking, walking, scooter). This includes: • Allow for and encourage small retail and commercial services in residential neighborhoods. • Incentivize housing developments based on affordability and proximity to alternative transportation corridors. • Require secure bike parking, e-bike parking/charging, bike share and cargo bike share, scooter share, and other strategies in mixed-use development and zones.	• Start ramping up in 2023. • Results in a 1.5% reduction in passenger vehicle VMT annually by 2030. • Assumed to have the same impact as the “Sustainable Neighborhood-Scale Development” action	• Impact of Jobs-Housing Balance on Passenger Vehicle Use and Greenhouse Gas Emissions. CARB. 2014. • City staff feedback
Sustainable Neighborhood-Scale Development	Incentive / Disincentive	B. Use tax and zoning incentives to promote development approaches and rating schemes for neighborhood-scale sustainable development (e.g., Eco Districts, LEED Neighborhood Development). New development should be located away from low-lying areas at increased risk of flooding and include provisions to maintain affordability and accessibility.	• Results in a 1.5% reduction in passenger VMT by 2030, steady thereafter.¹⁵ • Start ramping up in 2023. • Assumed to have the same impact as the “Mixed-use development” action	• Impact of Jobs-Housing Balance on Passenger Vehicle Use and Greenhouse Gas Emissions. CARB. 2014. • Early Action Package.

¹⁵ Assumes a 0.3% reduction in VMT per 1% increase in sustainable development based on the CARB 2014 study. However, a [national study](#) published in 2013 found that LEED ND was linked to a 24-60% reduction in per capita VMT, compared to the regional average. Since VMT reductions in the transportation and land use sector are related—VMT reductions from transportation actions can reasonably be expected to more likely occur in areas with denser development—and several actions focused on transportation already assume significant declines in VMT, we used the more conservative CARB study to avoid the possibility of double-counting.

VANCOUVER CAP
DRAFT CAP ACTIONS

Action Short Name	Policy Mechanism	Action Description	Modeling Assumptions	Sources: Assumptions / Description
		Consistent with Interim Green Building Policy, this includes certification at the LEED for Neighborhood Development Gold standard or equivalent from alternative rating system for all projects over 50 acres that enter into a development agreement except those that the Planning Commission has already issued a recommendation on.		City staff feedback

Supporting Actions

Action Short Name	Policy Mechanism	Action Description	Sources
Diversified housing options	Mandate / Regulatory	C. Update Municipal Code and zoning as needed to provide abundant housing choices at a variety of affordability levels throughout the City by allowing diverse housing types in all residential areas, including small and middle housing types and development, and actively encourage its development. This includes: - Allow internal home divisions and ADU construction to provide more options for homeowners. - Provide density bonuses for affordable housing. - Prioritize middle housing in existing single-family residential neighborhoods that are well served by transit/services or are planned as 20-minute neighborhoods in the future. - Provide education and incentives for homeowners to support ADU development/internal home division construction projects, such as homeowner development courses, information on financing options, and SDC waivers. - Partner with building industry partners to provide education for local developers. - Support the greatest variety of housing opportunities near commercial corridors and neighborhood hubs that have abundant transit and public services.	City staff feedback

VANCOUVER CAP
DRAFT CAP ACTIONS

Action Short Name	Policy Mechanism	Action Description	Sources
		- Assess policy barriers to increasing residential density City-wide and evaluate incentive opportunities to encourage transit-supportive densities along key multimodal corridors. - Provide more opportunities for people to live near existing and future employment and education nodes, or near reliable, frequent high-capacity transit that serves these areas.	
Concentrate development along retail and commercial corridors	Mandate / Regulatory	D. Update Municipal Code, Title 20 Land Use Code, Title 19 Parking Code, and the City's Comprehensive Plan to support concentrating development along corridors and neighborhood hubs, consistent with the “sustainable neighborhood-scale development” action, “mixed-use development” action, Strategy TLU2, the TSP, and related City plans, policies, and activities. Priorities include: - Allow for greater development intensity along commercial corridors. Upzone and develop strategies to promote mixed-use development. - Increase density near major transit stops and stations. - Connect corridors and hubs with a high level of transit service. - Prioritize outstanding facilities for walking and cycling in these areas. E. Ensure walking and biking connections between corridors and centers are safe, comfortable, and complete.	City staff feedback
Parking management plan	Mandate / Regulatory	F. Develop a city-wide parking management plan that includes right-sizing parking requirements and establishing parking densities and rates by district to support denser, walkable environments.	City staff feedback
Annexation policy updates	Mandate / Regulatory	G. Consider existing land use patterns and their potential for transition to sustainable urbanized areas when evaluating potential annexations. Through the Comprehensive Plan Update, further explore a coordinated and strategic annexation strategy that targets key growth and job areas within the VUGA, and develop strategies to increase housing + jobs density, and divert both work and non-work trips to non-vehicular modes in these areas.	- Vancouver Climate Roadmap - City staff feedback
Annexation incentives	Incentive / Disincentive	H. Beginning at least five years before the expected annexation date, work with Clark County and local leadership of annexation areas to identify high-priority	Vancouver Climate Roadmap

Action Short Name	Policy Mechanism	Action Description	Sources
		and/or high-feasibility sustainability initiatives to align with City of Vancouver policies. Develop and implement incentives and other voluntary efforts (e.g., education, outreach) to support the transition.	

Strategy TLU2. Shift driving trips to clean, active modes of transportation

Four strategies from the Vancouver Climate Roadmap were consolidated here. They are:

- ▶ Implement relevant City plans and initiatives to strengthen multi-modal (ie bike/ped) connections, improve accessibility, and connect residents to workplaces, major development centers, and key services, with a focus on overburdened and transit-dependent communities.
- ▶ Work with C-TRAN and other regional partners to connect Vancouver's neighborhoods to major development centers, focusing on under-developed, transit-dependent, and overburdened communities, with travel times that are competitive with single-occupancy travel and support the transport of commercial goods.
- ▶ Ensure that new transit developments have features for safety, accessibility, and comfort. Identify and secure adequate permanent funding for sustainable transportation.
- ▶ Encourage active transportation and multi-modal uses across the City's parks, trails, and open spaces that explicitly serve and connect under-developed areas, overburdened communities, and transit-dependent communities, consistent with Reside Vancouver and anti-displacement best practices.

Direct Actions

Action Short Name	Policy Mechanism	Action Description	Modeling Assumptions	Sources: Assumptions / Description
Improved pedestrian infrastructure	Mandate / Regulatory	A. In alignment with the Transportation System Plan, Complete Streets program, and other relevant City plans, increase the abundance, safety and connectivity of walking + rolling infrastructure.	• Start ramping up from 0% in 2023. • A 35% increase in the quality of the walking environment results in a	• Portland, Oregon Case Study (California Air Resources Board).¹⁶

¹⁶ Assumes 35% increase in pedestrian environment. A literature review commissioned by the California Air Resources Board noted a study based in Portland, OR that found a 1% increase in the quality of the pedestrian environment was associated with a 0.19% decrease in VMT.

VANCOUVER CAP

DRAFT CAP ACTIONS

Action Short Name	Policy Mechanism	Action Description	Modeling Assumptions	Sources: Assumptions / Description
		Include the following activities: - Factor climate impacts into the design, materials & full life-cycle costs of projects (e.g., facilities, amenities). - Continue implementation of the Sidewalk Management Plan (2017), prioritizing areas of infill by equity concern. - Complete, connected networks of high-quality walking + rolling facilities that provide safe and comfortable routes. Emphasize accessible, equitable design consistent with 8-80 design principles and ADA compliance. - Identify areas of the city (e.g., downtown, East Vancouver) that could be closed to vehicles. - Expand lighting and other safety features on pedestrian pathways. - Plan for and implement multi-modal and “first-last mile” infrastructure	6.7% decrease in VMT by 2040.	City staff feedback

VANCOUVER CAP
DRAFT CAP ACTIONS

Action Short Name	Policy Mechanism	Action Description	Modeling Assumptions	Sources: Assumptions / Description
Transit ridership improvements	Incentive / Disincentive	B. Partner with C-TRAN and other transit agencies to address barriers to using transit, improve access, and maintain safety across the city. This can include: • Policy and planning - Prioritize access for overburdened communities. - Support code updates that increase density, infrastructure, and amenities near current and planned transit routes, in alignment with the TSP. - Factor climate impacts into the design, materials & full life-cycle costs of projects (e.g., roads, EV charging network); similarly, include climate adaptation and mitigation criteria in entitlement reviews • Service changes - Provide convenient connections to destinations throughout the City. - Provide transit circulators in activity nodes and centers. - Ensure sufficient transit connections to higher density areas with currently low or limited access. • Infrastructure and amenities - Enhance secure bicycle parking at transit stations and major bus stops.	• Start ramping up from 0% in 2023. • A 15% increase in transit service by 2030 will result in a reduction in passenger VMT by 2030 and remain constant from 2030-2040.¹⁷	• Fehr & Peers 2019. • California Air Resources Board. • Puget Sound Regional Council.

¹⁷ A literature review commissioned by the California Air Resources Board found that a 1 percent increase in service frequency will lead to a ridership increase of approximately 0.5 percent (elasticity of 0.5).

VANCOUVER CAP
DRAFT CAP ACTIONS

Action Short Name	Policy Mechanism	Action Description	Modeling Assumptions	Sources: Assumptions / Description
		- Provide connections between transit facilities and bicycle/trails networks. - Provide weather shelters in public transit. - Improve sidewalks, curb ramps, and street crossings near transit stops and stations - Ensure transit vehicles are equipped with air filtration and air conditioning. • Education and outreach - Provide education and outreach to increase comfort and familiarity with the transit system (i.e., “travel training”), with a focus on youth and “choice” riders. - Promote awareness of CTRAN’s <u>Youth Opportunity Pass</u> and <u>Education Opportunity Pass</u> programs.		
Driving trip reduction for local schools	Voluntary	C. Support initiatives to reduce driving trips related to school activities. This can include: • Promoting school bus ridership and exploring options for increasing services. • Encourage active transportation through participation in a Safe Routes to School program. • Dedicate increased local funding to a local Safe Routes to School program. • Encourage carpooling to schools and after school activities. • Support Bike Clark County to expand and fully integrate bicycle skills and safety curricula in all school districts (i.e., into all school curricula).	• Results in a 0.5% reduction in VMT in 2030, steady thereafter.	• Transportation Demand Strategies for School. WDOT. 2009. • City staff feedback

VANCOUVER CAP
DRAFT CAP ACTIONS

Action Short Name	Policy Mechanism	Action Description	Modeling Assumptions	Sources: Assumptions / Description
		- Adjust traffic signals to prioritize pedestrians and bicycles around schools. - Education for middle school and high school students in how to use public transit and how to use CTRAN's Youth Opportunity Pass program.		
Transportation demand management requirements	Mandate / Regulatory	D. Identify and implement code-based transportation demand management (TDM) plan requirements city-wide to reduce traffic and shift trips to non-driving modes. This includes: - Track mode share and shift for biking, walking, and transit use over time, for both commute and non-commuting trips. - Understand choice riders and their mode choices.	Results in 10% reduction in passenger vehicle VMT by 2030; steady thereafter. - Assume 2023 start year (0% in 2023). - Excludes medium- and heavy-duty vehicles	<u>Washington State Commute Trip Reduction program</u>. WSDOT. 2018.¹⁸
Medium- and heavy-duty truck VMT reduction	Voluntary	E. Work with delivery and other companies to improve routing and reduce vehicles miles travelled (VMT) from medium and heavy-duty vehicles.	10% reduction in medium and heavy duty VMT by 2030.	Touchpoint 3 feedback

Supporting Actions

Action Short Name	Policy Mechanism	Action Description	Sources
Improved bicycling infrastructure	Mandate / Regulatory	F. In alignment with the Transportation System Plan, Complete Streets program, and other relevant City plans, increase the abundance, safety and connectivity of bicycling infrastructure.	Portland, Oregon Case Study

¹⁸ A study of Washington's Commute Trip Reduction (CTR) TDM program found that between 2017 and 2018, commuters at worksites participating in CTR commuted more frequently by bus, vanpool, train, bicycle, foot or telework—reducing almost 13% of daily vehicle miles traveled per employee from 10.9 to 9.5.

VANCOUVER CAP
DRAFT CAP ACTIONS

Action Short Name	Policy Mechanism	Action Description	Sources
		Include the following activities: • Factor climate impacts into the design, materials & full life-cycle costs of projects (e.g., roads, amenities). • Complete, connected networks of high-quality bicycling facilities that provide safe and comfortable routes consistent with 8-80 design principles. • Expand lighting and other safety features on bicycle pathways. • Update code to require safe, separated bicycle facilities in street construction. • Consider and accommodate multi-modal and “first-last mile” needs • Expand bike parking throughout city to ensure safe and abundant spaces for cyclists. • Expand amenities (e.g., showers, changing rooms, lockers) in public and private buildings to reduce barriers to habitual biking. • Promote widespread adoption of e-bikes.	(California Air Resources Board).¹⁹ • City staff feedback
Modal hierarchy	Mandate / Regulatory	G. Establish a modal hierarchy for transportation investments that prioritizes investments in active transportation modes such as walking, biking, and transit-supportive roadway design and operations. The hierarchy will include evaluation metrics that emphasize people throughput, movement of people, and quality of experience over vehicle throughput and Vehicle Level of Service.	• City staff feedback
Shared mobility and micro-mobility options	Mandate / Regulatory	H. Plan, sponsor, and advertise for additional micro-mobility options within key growth nodes in the City I. Put code in place to support shared mobility docking and charging stations, and reserved spaces for car sharing vehicles. J. Work with third-party programs and businesses to increase the availability, accessibility, and convenience of shared mobility options (e.g., bike share, scooter share, car share).	• Consultant experience / peer cities • City staff feedback

¹⁹ Due to a lack of data on the VMT reduction associated with increased bike infrastructure, “improved bicycling infrastructure” is a supporting action. A literature review by the California Air Resources Board found studies associating a <1% increase in bicycle commuting with additional bike infrastructure (0.35% increase in % commuting by bicycle per 1% increase in bicycle infrastructure). Promotional programs were demonstrated to have a larger impact on increasing bike share miles ranging from a 100%-445% increase after programs were implemented.

VANCOUVER CAP
DRAFT CAP ACTIONS

Action Short Name	Policy Mechanism	Action Description	Sources
City plan alignment	Voluntary	K. Align the Transportation System Plan with the Comprehensive Plan, economic development plans, COVID-19 recovery plan, and the multi-modal initiatives, guidelines, and priorities identified in the Transportation System Plan update (e.g., increased walkability and bikeability, multi-modal priority).	Vancouver Climate Roadmap
Retrofits for vulnerable infrastructure	Voluntary	L. Prioritize retrofits of climate-vulnerable infrastructure, with a focus on routes used for public transportation	Touchpoint feedback
Fareless transit system	Voluntary	M. Work with C-TRAN to expand existing fareless programs and foster a safe public transit system to increase transit accessibility. Include plans for transit corridors that provide safe, reliable, and climate-resilient transit services and for high-capacity transit, consistent with the Enhanced Transit Corridor analysis developed as part of TSP update and the “transit ridership improvements” action.	- Touchpoint feedback - City staff feedback
Curb management program		N. Research and develop a curb management program that supports shared mobility options and safe, multimodal streets. Align with the TSP, “shared mobility options” action, and “parking management” action. Elements of the program could include: - Establish designated rideshare and third-party carpooling parking, and loading/unloading delivery zones. - Integrate bicycle and motorcycle parking - Facilitate partnerships to explore methods to reduce delivery trips and prioritize smaller vehicles. - Integrate scooter and bicycle share docks and autonomous vehicle loading zones if the technology is adopted in Vancouver.	- Consultant experience - City staff feedback

Strategy TLU3. Decarbonize and electrify vehicles

Three strategies from the Vancouver Climate Roadmap were consolidated here. They are:

- ▶ Expand and ensure necessary electric vehicle infrastructure is available and accessible at residences, workplaces, and key public areas.
- ▶ Increase the adoption of electric vehicles by promoting and implementing incentives, education programs, and policy with a focus on reducing financial barriers to EV ownership.

- ▶ Invest in infrastructure and adoption of alternative fuel and fuel reduction technologies to power municipal and commercial fleets as well as medium- and heavy-duty vehicles, prioritizing vehicles where electric fuel is unfeasible. Identify and secure adequate permanent funding for sustainable transportation.

Direct Actions

Action Short Name	Policy Mechanism	Action Description	Modeling Assumptions	Sources: Assumptions / Description
EV infrastructure plan	Mandate / Regulatory	A. Develop and implement an EV infrastructure plan to promote and expand the installation of public and private charging infrastructure and electric-powered mobility for new and existing construction. This includes: • Leverage programs and funding opportunities from Clark PUD, federal agencies, and other partners. • Include focus on areas that would support longer distance/interstate and commercial travel, including park and rides. • Explore options for incentivizing or requiring installation/retrofitting for EV charging infrastructure in existing building stock, such as at point of renovation, point of sale, or changes in management. • In implementing this action, factor climate impacts into the design, materials & full life-cycle costs of projects (e.g., roads, EV charging network). Also consider energy storage and demand needs and increase distributed energy production (e.g., solar panels) to reduce demands on electrical grid, as needed.	• 20% increase in EV chargers by 2030. • Shift 10% of gasoline passenger vehicles to EVs by 2030 and additional 15% by 2040; constant annual rate of increase thereafter.	• Washington State EV Preparedness • City of Dublin, CA CAP • Electric Vehicle Sales and Registration Data. Data.Wa.Gov. 2018-2021.²⁰

²⁰ Clark County EV registration and sales data indicates that the County is on track to meet or exceed national and international EV sales projections.

VANCOUVER CAP
DRAFT CAP ACTIONS

Action Short Name	Policy Mechanism	Action Description	Modeling Assumptions	Sources: Assumptions / Description
EV charging requirements	Mandate / Regulatory	B. Require all new development (and/or parking lots) to have adequate charging stations. This action builds on the “EV-ready code” and “EV infrastructure plan” actions, as well as state law requiring EV charging capability at all new commercial and multi-family development with on-site parking (HB 1257) and new single-family construction (HB 1287). To support this transition, building owners can leverage available programs such as Clark PUD’s commercial <u>charger rebate</u> program.	• Code goes into effect in 2025. • Assumes 25% of parking spaces in new commercial and multi-family developments have EV charging. • As a result, assumes an additional 4% of gasoline passenger vehicles switch to EVs in 2030 and consistent rate of increase thereafter.	• Charging up America. International Council on Clean Transportation. 2021.²¹ • Electric Vehicle Sales and Registration Data. Data.Wa.Gov. 2018-2021. • Vancouver, Washington EV Charging Stations Info. ChargeHub. N.d.²²
Electric vehicle advocacy & education	Incentives / Disincentives	C. Advocate for the expansion of existing incentives and introduce new local incentives to accelerate the adoption of electric passenger and work vehicles, with specific attention to reducing financial and other barriers to adoption. Educate the residential and commercial community on the costs and benefits of electric vehicles and available programs and funding options. This includes:	• Shift additional 5% of gasoline passenger vehicles to EVs by 2030 and constant rate of increase thereafter. • Start ramping up in 2030; constant rate of increase through 2040.	• Electric Vehicle Sales and Registration Data. Data.Wa.Gov. 2018-2021.²³ • Amsterdam Holland Case Study (Greenway Infrastructure). 2017.²⁴

²¹ International research indicates that a ratio of 1:24 EVs is sufficient to support EV adoption.

²² Sources detailing the number of EV chargers currently available in Vancouver and the number of EVs registered in Clark County were used to estimate the impact of requiring 15% of parking be equipped with chargers.

²³ Clark County EV registration and sales data indicates that the County is on track to meet or exceed national and international EV sales projections.

²⁴ Study found that a market driven Amsterdam incentive program in which residents recommended the location of chargers led to a significant increase in EV adoption.

VANCOUVER CAP
DRAFT CAP ACTIONS

Action Short Name	Policy Mechanism	Action Description	Modeling Assumptions	Sources: Assumptions / Description
		• Work with CPU to expand participation in their <u>used EV program</u> for low-income / income-qualifying customers. • Work with the Columbia-Willamette Clean Cities Coalition to leverage <u>state and federal incentive</u> programs. • Explore developing local incentives through partnerships with local lenders and car dealerships. • Implement non-financial incentives offered by the City to encourage EV adoption and expand EV infrastructure, including resident-selected EV charging locations and streamlined permitting for developers • Advocate for state policy to limit sale of new fossil fuel-powered passenger cars and trucks by 2025.		
Medium-and heavy-duty truck decarbonization	Mandate / Regulatory	D. Take local action to decarbonize medium and heavy-duty trucks, including the following: • Require that construction projects and other entities (e.g., delivery trucks) that rely on medium and heavy-duty trucks replace vehicles with new Zero Emission Vehicles (ZEVs) in accordance with the targets outlined in the Advanced Clean Trucks (ACT) rule, adopted by the Department of Ecology in November 2021. • Encourage participation in NWN's ZEV CNG and H2 programs. • Advocate for state policy to limit sale of new fossil fuel-powered medium and heavy-duty trucks by 2030. • By 2030, replace 40% of all new heavy/medium duty vehicles with ZEV alternatives.	• Start ramping up from 0% in 2023. • Assume 5% participation in NWN ZEV CNG and H2 programs by 2030 and steady thereafter (in other words, 5% reduction in the average emissions intensity of heavy/medium duty vehicles by 2030 and steady thereafter). • Assumes 10% of vehicles are replaced every year. • Assumes 40% of new heavy/medium duty vehicles are electric starting in 2030, and constant thereafter.	• Vancouver Climate Roadmap • NWN <u>Natural Gas Vehicles</u> program. • <u>WA ACT rule</u>. Department of Ecology. • Consultant estimate.

VANCOUVER CAP
DRAFT CAP ACTIONS

Action Short Name	Policy Mechanism	Action Description	Modeling Assumptions	Sources: Assumptions / Description
		This action is directly supported by the “truck decarbonization infrastructure” action.		
Transit & waste collection fleet electrification	Mandate / Regulatory	E. Require that all buses that serve Vancouver are electric by 2040 and increase the proportion of waste collection vehicles that are ZEV. This includes: - Partner with CPU, C-TRAN, and Waste Connections to expand electric buses and electric contracted waste collection vehicles, prioritizing implementation in communities overburdened by local air pollution and with higher rates of asthma and other respiratory ailments. This may include a cost-share approach with C-TRAN. - Ability to charge buses in distant locations - While internal combustion engine vehicles are still in use and a ZEV alternative is not feasible, transition to alternative, lower-carbon intensity fuels where feasible and applicable.	Start ramping up from 0% in 2023. Shift 100% of transit vehicles to EVs by 2040. <i>Due to a lack of data, emissions reductions from waste collection vehicles are not modeled.</i>	- Consultant estimate - Vancouver, WA Early Action Package - City staff feedback

Supporting Actions

Action Short Name	Policy Mechanism	Action Description	Sources
EV-Ready code	Mandate / Regulatory	F. Starting in 2023, require 25% EV-ready parking spaces in new commercial and multifamily developments, exceeding WA HB 1257 requirements (i.e., >10% of spaces). EV-ready spaces are installed and operable. To support this transition, building owners can leverage available programs such as Clark PUD's commercial <u>charger rebate</u> program. <i>Note that state law requires new single-family construction be EV-ready starting in 2024 (HB 1287).</i>	- Charging up America. International Council on Clean Transportation. 2021.²⁵ - Electric Vehicle Sales and Registration Data. Data.Wa.Gov. 2018-2021. - Vancouver, Washington EV Charging Stations Info. ChargeHub. n.d.²⁶
Alternative fueling & charging options at gas stations	Mandate / Regulatory	G. Update the Municipal Code to require new gas stations or expansions of existing facilities to include EV charging and alternative fuel options. This includes: - Encourage existing gas stations to supply alternative fuels (compressed natural gas, propane, etc.) as well as EV charging. - Update code to be supportive of alternative fuel infrastructure. - Explore feasibility of prohibiting new gas stations after 2030.	City of Pleasanton, CA draft CAP 2.0
Alternative fuels education & advocacy	Voluntary	H. Provide education and advocacy to increase awareness and use of low-carbon and alternative fuels (e.g., electricity, biodiesel, CNG, LNG, hydrogen).	City staff feedback
Truck decarbonization infrastructure	Voluntary	I. Work with the Port of Vancouver and other partners to expand infrastructure for decarbonization of medium- and heavy-duty trucks. This action will help the City achieve the requirements in the WA ACT rule and directly supports the "medium- and heavy-duty truck decarbonization" action. It includes:	City staff feedback

²⁵ International research indicates that a ratio of 1:24 EVs is sufficient to support EV adoption.

²⁶ Sources detailing the number of EV chargers currently available in Vancouver and the number of EVs registered in Clark County were used to estimate the impact of requiring 15% of parking be equipped with chargers.

VANCOUVER CAP
DRAFT CAP ACTIONS

Action Short Name	Policy Mechanism	Action Description	Sources
		- Encourage widespread adoption of fueling stations providing alternative fuels. - Coordinate with Port of Vancouver to develop infrastructure supporting this conversion while maintaining competitiveness.	
Battery replacement incentives	Incentive / Disincentive	J. Expand incentives, rebates, or similar methods to reduce the costs of battery replacement for vehicles with batteries nearing the end of their useful life.	Consultant experience / peer cities
Municipal fleet vehicle transition to ZEVs	Mandate / Regulatory	K. Introduce a policy to replace City fleet (i.e., vehicles, machinery, and equipment) with zero-emissions alternatives at the time of replacement where feasible and applicable. CPU and NWN have programs to assist (e.g., CPU <u>EV rebates</u>, NWN <u>Natural Gas Vehicles</u>). - For vehicles that do not have ZEV substitutes, explore options for hybrids or alternative fuel-ready vehicles when purchasing new. - For existing fleet vehicles, equipment, and machinery with traditional internal combustion engines, substitute lower-carbon fuels such as CNG, propane, lower-emission diesel fuels, hydrogen, etc. where feasible and applicable, and where no viable ZEV alternatives are available. - For all fleet, consider the feasibility of short-term leases or similar options, so the City can adopt zero-emissions alternatives more quickly as they become feasible to acquire.	- Vancouver, WA Early Action Package - City staff feedback

Natural Systems & Water Resources

GOAL: Leverage the carbon sequestration potential of natural systems, while enhancing access to healthy green space, habitats, and ecosystems. Protect and conserve water resources.

Strategy NS1. Increase carbon storage in trees, vegetation and soil

This strategy remains focused on a single strategy from the Vancouver Climate Roadmap:

- ▶ Optimize management of natural lands and tree canopy to increase carbon sequestration and support resilience to extreme events, consistent with Reside Vancouver, the Parks Comprehensive Plan update, the Urban Forest Management Plan, and anti-displacement best practices, and ensuring equitable distribution of risk and resilience.

Direct Actions

Action Short Name	Policy Mechanism	Action Description	Modeling Assumptions	Sources: Assumptions / Description
Native & climate-resilient planting in municipal projects	Require	A. Through the City's Urban Forestry Program and in support of the City's goal to reach 28% canopy cover by 2030, require long-lived large form, drought-tolerant, climate-resilient native plantings in parks and other public properties (including the grounds of municipal buildings, schools, and rights-of-way in overburdened communities) to maximize carbon sequestration. Also prioritize retention of existing canopy.	• 700 trees planted per year, 2022-2040. For reference, 129 trees were planted at public sites in 2020. • Annual sequestration assumes average 2" DBH of representative tree species at time of planting.	• City of Vancouver, WA Urban Forestry 2020 Annual Report • City of Vancouver, WA 2021 Urban Tree Canopy Assessment
Native & climate-resilient planting in private projects	Incentive / Disincentive	B. Working through the City's Urban Forestry Program and its partners, and in support of the City's goal to reach 28% canopy cover by 2030, incentivize long-lived large form, drought-tolerant, climate-resilient native plantings and retention of the mature canopy in existing and new developments. This includes: • Prioritize communities (or census tracts) that score 8 or above on the WA Health Disparities Map. • Prioritize under-resourced neighborhoods with the most significant exposure to urban heat islands. • Prioritize habitat in the Burnt Bridge Creek watershed and other high-priority areas. • Encourage planting of native, climate-resistant species. Partner with local organizations like Friends of Trees to promote use of these kinds of species in their outreach, education, and plant sales/giveaways.	• 400 trees planted per year, 2022-2040. This is approximately 30% of the 1,357 private trees planted in 2020. • Annual sequestration assumes average 2" DBH of representative tree species at time of planting.	• City of Vancouver, WA Urban Forestry 2020 Annual Report • City of Vancouver, WA 2021 Urban Tree Canopy Assessment

VANCOUVER CAP
DRAFT CAP ACTIONS

Action Short Name	Policy Mechanism	Action Description	Modeling Assumptions	Sources: Assumptions / Description
Street tree maintenance	Mandate / Regulatory	C. Maintain existing street trees through proper care and maintenance cycle, prioritizing overburdened communities. The City will prune and remove street trees to establish strong branching structure and reduce risk. The City will also replant with climate adaptive trees to ensure equitable distribution of the benefits of trees. The City Urban Forestry Program will optimize management of the City's street (right of way) trees to increase carbon sequestration and resilience to extreme weather events, support overburdened communities consistent with anti-displacement best practices, and ensure equitable distribution of benefits, risk-reduction and climate resilience. This action closes the tree canopy deficit within overburdened communities in the City and increases resilience to priority climate-related extreme events such as storm events, extreme urban heat effects and adverse human health impacts.	# of miles of streets pruned based on Transportation Resurfacing maintenance cycle. Annual sequestration assumes average 10" DBH of representative tree species.	- City of Vancouver, WA 2021 Tree Canopy Assessment - Climate Adaptation Actions for Urban Forests and Human Health - Providence, RI - Redmond, WA - San Francisco, CA - City staff feedback
Carbon sequestration on public lands	Mandate / Regulatory	D. Increase carbon sequestration potential of soil throughout the City to offset emissions and increase drought and flood-resistance of soil. As part of this effort, all City-owned lands would: - Implement carbon sequestration projects on City property where feasible (e.g., soil at City parks, golf courses, and open spaces). - Reduce the use of synthetic nitrogen fertilizer with soil amendments such as manure or other organic by-products (e.g., compost and mulch) on new landscape installations.	- All City-owned acreage is under improved soil management by 2030; steady thereafter - City-owned acreage = 30.1% of 14,281 acres of biophysically available land - Net sequestration at a rate of 0.2 MTCO₂e/acre.	- City of Vancouver, WA Vancouver 2021 Urban Tree Canopy Assessment - City staff feedback

VANCOUVER CAP
DRAFT CAP ACTIONS

Action Short Name	Policy Mechanism	Action Description	Modeling Assumptions	Sources: Assumptions / Description
		- Partner with other public agencies to expand sequestration potential on public lands within the City's boundaries. For example, the City can acquire parcels for public use as part of the Open Space District to be used as carbon sinks to address community access to nature, climate, human health, and equity. - Work with Operations and Maintenance staff to reduce fertilizer use. - Work with Parks to reduce high maintenance turf in designs which will reduce fertilizer use and need for gas powered mowers.		
Carbon sequestration on private lands	Voluntary	E. Increase carbon sequestration potential throughout the City to offset emissions and increase drought and flood-resistance of soil. As part of this effort, the City would support soil management on private lands, for example: - Subsidize the cost of compost for private development. - Encourage the use of compost in new landscape projects and undeveloped lands. - Encourage naturescaping by replanting groupings of native trees and shrubs. - Increase awareness of soil management best practices through education campaigns. - Partner with nurseries / garden stores, businesses, and youth.	25% of biophysically available acres under improved soil management by 2030; steady thereafter - This is 25% of 14,381 acres of biophysically available acres. - Net sequestration at a rate of 0.2 MTCO₂e/acre.	- City of Vancouver, WA Vancouver 2021 Urban Tree Canopy Assessment - TP2 feedback

Supporting Actions

See Strategy NS2.

Strategy NS2. Improve ecosystem resilience

This is a new strategy to address a gap in the Vancouver Climate Roadmap, which had a focus on emissions reduction.

- ▶ Support implementation of habitat and species conservation, restoration, and protection, with an emphasis on current native species and climate-resilient species.

Direct Actions

None.

Supporting Actions

Action Short Name	Policy Mechanism	Action Description	Sources
Critical areas code enforcement	Mandate / Regulatory	A. Strengthen, revise, and enforce codes for critical areas including, fish and wildlife habitat conservation areas, frequently flooded areas, geologically hazardous areas, unstable slopes, and associated areas and ecosystems.	Redmond, WA CAP
Habitat restoration for new development	Mandate / Regulatory	B. Require private development to address habitat restoration issues onsite before development and explore options for enhanced requirements. This could include requiring new development to be visually compatible with the character of surrounding areas, and, where feasible, restore and enhance degraded areas adjacent to the property to create tree and wildlife corridors in new development. Evaluate tree and landscape codes to determine how to prioritize tree preservation and create landscape areas for native and climate-resilient large form trees.	- Consultant experience - City of Vancouver, WA 2021 Tree Canopy Assessment - City staff feedback
Tree canopy recommendations	Mandate / Regulatory	C. Consistent with Reside Vancouver and best practices to avoid green gentrification, implement the recommendations in the City's <u>Tree Canopy Assessment</u> (2021). - Key recommendations include but are not limited to: - Leverage results of the assessment to promote the urban forest, including timely education, outreach, and decision support to budget for, fund, and implement urban forest monitoring, maintenance, and management. Consider establishing new short- and long-term canopy cover goals.	- City of Vancouver, WA 2021 Tree Canopy Assessment - City staff feedback

Action Short Name	Policy Mechanism	Action Description	Sources
		• Use the urban tree canopy change data to identify areas to prioritize canopy expansion and street tree maintenance and equitably distribute healthy trees on public and private land, especially near impervious surfaces. • Develop new and continue existing outreach programs toward private landowners, focusing on low-canopy, underserved, and overburdened neighborhoods. This includes expanding the partnership with Friends of Trees and continuing to develop partnerships with CBOs. • Use TreePlotter to identify areas in need of tree canopy and prioritize planting efforts, based on key data (e.g., Tree Equity Score, the WA Health Disparities Map) and weighted scenarios to focus outreach, tree planting, and tree maintenance efforts in priority areas (e.g., low urban tree canopy, high possible planting area, and significant ability to improve air quality or reduce the urban heat island effect). • Require Silver Leaf achievement in the City's <u>TreeCAP program</u>, which sets a goal of 15% tree canopy cover for commercial development and 33% tree canopy cover for single-family residential development. Also require long-lived, drought-tolerant, climate-resilient native plantings and support retention of mature canopy where it already exists, using the code evaluation in the "habitat restoration for new development" and recommendations from the City's <u>Tree Canopy Assessment</u> (2021) to help prioritize the location of new plantings. • Explore the feasibility and impact of incentivizing Gold Leaf achievement in the City's TreeCAP program, which sets a goal of at least 17% tree canopy cover for commercial development and at least 35% tree canopy cover for single-family residential development. Incentives may include fee discounts or discounted trees to plant.	

Strategy NS3. Conserve water resources

This strategy remains focused on a single strategy from the Vancouver Climate Roadmap:

- Conserve community water resources and increase water efficiency savings through education, outreach, retrofits, and rebates that ensure overburdened communities see the benefits of water conservation.

Direct Actions

None.

Supporting Actions

Action Short Name	Policy Mechanism	Action Description	Sources
Community water conservation	Voluntary	A. Implement the current (ca. 2022-2025) and future (2025+) demand-side Water Use Efficiency (WUE) Program measures. These measures are expected to reduce the average equivalent residential unit (ERU) annual water consumption by 1% per six years to achieve 200 gallons per day/ERU by 2025, then to reduce peak-season residential per capita daily use by 2% in 2025 and beyond.	City staff feedback
Rainwater capture incentives	Incentive / Disincentive	B. Work with building owners to incentivize rainwater capture for reuse, and construction or retrofit of stormwater flow control / infiltration facilities for residential and commercial buildings.	Touchpoint feedback
Lawn removal and drought tolerant landscaping incentives	Incentive / Disincentive	C. Establish incentives/rebates for drought-tolerant residential landscaping, removal of grass lawns with replacement by native and climate-resilient plantings, and efficient irrigation.	- Touchpoint feedback - Consultant experience - City staff feedback

Solid Waste & Wastewater

GOAL: Reduce emissions from solid waste and wastewater treatment.

Strategies and actions in the Solid Waste & Wastewater sector build on the Vancouver Climate Roadmap, Vancouver Early Action Package, roundtable feedback, peer cities, and best available science and practice.

Strategy SW1. Require recycling and/or organics collections

This strategy remains focused on a single strategy from the Vancouver Climate Roadmap:

- Require city-wide recycling and/or organics collection in a manner that will not economically or otherwise burden overburdened communities.

Direct Actions

None.

Supporting Actions

Action Short Name	Policy Mechanism	Action Description	Sources
Citywide recycling & composting ordinance	Mandate / Regulatory	A. Require city-wide recycling and organics collection in compliance with WA HB 1799.	Vancouver Climate Roadmap
Municipal recycling & composting	Mandate / Regulatory	B. Require food waste composting and glass and co-mingled recycling at all City buildings and for all municipal operations.	Vancouver, WA Early Action Package
Recycled materials markets	Voluntary	C. Pursue regional partnerships to bolster the market for recycled materials to accommodate increased flows from implementation of waste diversion actions. This action may include eco-industrial development, in which a waste stream from one firm becomes the raw material for another, thus minimizing the use of raw materials.	- Vancouver Climate Roadmap - Everett, WA CAP

VANCOUVER CAP
DRAFT CAP ACTIONS

Action Short Name	Policy Mechanism	Action Description	Sources
Waste diversion community compliance	Incentive / Disincentive	D. Work with haulers and transfer stations to increase community compliance with waste diversion ordinances by creating incentives for recycling and disincentives for contaminating recycling loads. Consider including an opt-out feature for specific household or income requirements, household composting options, sliding scale rates, and/or paying less for smaller carts.	Vancouver Climate Roadmap
Recycling and composting education and outreach	Voluntary	E. Provide recycling and composting education and outreach for commercial businesses and multifamily property managers and tenants. May include: - Develop a targeted outreach program that prioritizes high food waste generators. Provide training and resources including free recycling and composting containers and pails, signage, and demonstrations. - Include information on food waste prevention in households and businesses and low-carbon food consumption	- Redmond, WA CAP - Consultant experience
County composting facility	Voluntary	F. Work with the County and local jurisdictions to construct a composting facility in the County.	Consultant experience
Construction & demolition incentives	Incentive / Disincentive	G. Promote waste reduction from construction & demolition. This may include: - Promote deconstruction and recycling through City ordinance and/or incentives. - Lead by example: Deconstruct municipal facilities that would normally be demolished, and document as a case study to show how the environmental benefit contributes to sustainability goals and CAP 2.0. - Lead by example: Construct new municipal facilities using Designs for Disassembly, which is a suite of principles that allow building components to be extracted from buildings in a reusable form.	Consultant experience

Strategy SW2. Zero out wastewater emissions

This strategy remains focused on a single strategy from the Vancouver Climate Roadmap:

- Zero out emissions from wastewater treatment by incorporating enhanced energy efficiency, methane capture, and renewable fuels into new and existing systems.

Direct Actions

None.

Supporting Actions

Action Short Name	Policy Mechanism	Action Description	Sources
Solids management and resource recovery plan	Mandate / Regulatory	A. Develop a solids management and resource recovery plan for wastewater facilities to generate renewable energy and beneficial materials.	Vancouver Early Action Package

Equity & Green Economy

GOAL: Support communities as they prepare for a climate-altered future in a way that enhances their resilience, quality of life, and access to meaningful work.

Strategies and actions in the Equity & Green Economy sector build on the Vancouver Climate Roadmap, Vancouver Early Action Package, touchpoint feedback especially on resilience-building actions, peer cities, and best available science and practice.

Strategy EQ1. Enhance resilience of overburdened communities

Two strategies from the Vancouver Climate Roadmap were consolidated here. They are:

- ▶ Enhance resilience of populations disproportionately impacted by climate change and structural racism while proactively planning for and mitigating potential externalities of increased resilience.
- ▶ Implement the Capturing Momentum and Aspirational Packages of recommendations from Reside Vancouver, the City's comprehensive anti-displacement policy, to help those with low incomes stay in their homes and those vulnerable to or experiencing homelessness to secure reliable affordable housing in locations that are not vulnerable to climate impacts such as increased flooding

Direct Actions

None.

Supporting Actions

Action Short Name	Policy Mechanism	Action Description	Sources
Climate Community Advisors	Voluntary	A. Establish a Climate Community Advisors panel to provide ongoing guidance from community members of color, indigenous people, young people, low-income people, and other traditionally marginalized communities on the equitable implementation of the CAP. When establishing and operating the panel, prioritize: • Building trusting, working relationships and provide meaningful opportunities for community members to participate. • Encouraging participation from youth and younger residents.	• Community feedback • Spokane, WA Public Schools Student Advisory Council on Climate Change • Shoreline, WA CAP

VANCOUVER CAP
DRAFT CAP ACTIONS

Action Short Name	Policy Mechanism	Action Description	Sources
		Creating stipends or funding for participants or community-based organizations (CBOs) to support organization capacity	
Comprehensive climate risk assessment and adaptation plan	Voluntary	B. Conduct a comprehensive climate vulnerability assessment to identify the City's climate-vulnerable populations and high-priority areas for implementation of CAP actions. Include in the assessment the climate vulnerability of: - Building code standards - Hazardous waste and industrial sites - Transit system (e.g., vulnerability to infrastructure, operators/employees, and riders) - Areas of the city that flood more (impacts to business and emergency services)	Touchpoint feedback
Hazard mitigation plan	Voluntary	C. Review the City's Natural Hazard Mitigation Plan to ensure that risks from climate-related hazards are adequately addressed.	Touchpoint feedback
Reside Vancouver implementation	Voluntary	D. Implement the Capturing Momentum and Aspirational Packages of recommendations from Reside Vancouver, the City's comprehensive anti-displacement policy, to help those with low incomes stay in their homes and those vulnerable to or experiencing homelessness to secure reliable affordable housing in locations that are not vulnerable to climate impacts such as increased flooding.	Vancouver Climate Roadmap
Community safety hubs	Voluntary	E. Identify & sustain community safety hubs for use during extreme weather events (e.g., schools, religious institutions). This includes: - Develop schools as community centers (e.g., self-generated power, earthquake resistant, resource storage, resilience hubs). - Provide access to emergency shelter to unhoused residents during heat waves, periods of unhealthy AQI, and extreme weather events - Provide maps and other directions for how to get to disaster shelters via public transit - Conduct a community needs assessment for how to reach vulnerable populations during extreme climate events	Touchpoint feedback

VANCOUVER CAP
DRAFT CAP ACTIONS

Action Short Name	Policy Mechanism	Action Description	Sources
Reserve funding for extreme weather events	Voluntary	F. Develop reserve funding for extreme weather events in the City of Vancouver that includes health & emergency services for climate-vulnerable populations (e.g., low-income, unhoused).	• Touchpoint feedback
Fossil fuel storage ban	Mandate / Regulatory	G. Ban new fossil fuel storage in areas vulnerable to climate impacts and in areas defined as overburdened by the Washington Environmental Health Disparities Map and/or Environmental Justice Taskforce	• Touchpoint feedback
Comprehensive outreach and education	Voluntary	H. Develop education and outreach programs and materials for key initiatives. These include: • Transportation initiatives related to reducing emissions and community mobility. • Develop curriculum that brings students into the process of making their school and grounds climate resilient. • Educate community on importance of local, native, and drought-tolerant habitats and planting and proper landscape maintenance techniques. • Continue to provide education and outreach around water conservation through the City's Water Resources Education Center.	• Touchpoint feedback • City staff feedback
Air conditioning & filtration retrofits	Voluntary	I. Support home retrofit programs to equip low-income residents with air conditioning, air filtration systems, energy back-up systems, and other resilience-building features. Work with partners such as Clark PUD.	• Consultant experience / peer cities

Strategy EQ2. Build a more community-driven, circular economy

Three strategies from the Vancouver Climate Roadmap were consolidated here. They are:

- ▶ Reduce the carbon footprint of goods and services by building a community-driven economy to promote the reduction, reuse, and repair of goods and materials and expand downstream markets for waste products.
- ▶ Work with City economic development partners to support small- and mid-sized businesses in the transition to a local, green economy that ensures equitable distribution of benefits and impacts.
- ▶ Conduct outreach and provide resources to residents, business, schools, and community partners to improve our food system by limiting waste, promoting low-carbon diets, expanding community owned markets, and securing surplus food to food-insecure residents.

Direct Actions

None.

Supporting Actions

Action Short Name	Policy Mechanism	Action Description	Sources
Community-owned markets	Voluntary	A. Expand community-owned markets and spaces (e.g., food co-ops, farmers markets) and urban agriculture to support local food sovereignty. As part of the expansion: • Accounts for vulnerabilities in the regional/national food production system. • Partner with nonprofits, low-income communities, and overburdened communities to prioritize fresh, healthy food for those who are food-insecure • Action may also reduce transportation emissions from non-local food.	• Vancouver Climate Roadmap • Touchpoint feedback
Small business restructuring	Voluntary	B. Support small business restructuring for the green economy, with a focus on service & hospitality to recover from COVID-19. This may include: - Encourage private businesses to identify and address climate vulnerabilities to their business, including personnel (long and short term) -Partner with existing businesses to develop materials and incentives to reduce their carbon footprint (e.g., transit subsidies, Environmentally Preferable Purchasing Program toolkits, and climate action grant programs).	• Vancouver Climate Roadmap • Touchpoint feedback
Local repair and reuse	Voluntary	C. Encourage and support collaborative consumption across the community. This may include: • Implement mini-grant programs to support “collaborative consumption” community projects like tool libraries and repair cafes. • Locate tool-lending, repair workshops, and similar activities in public spaces. • Work with local and regional partners to conduct a public education and outreach campaign around local options for collaborative consumption options (e.g., tool-lending libraries, car share, and swap events). • Explore potential for onsite community partnership programming to teach repair skills	• Everett, WA CAP

VANCOUVER CAP
DRAFT CAP ACTIONS

Action Short Name	Policy Mechanism	Action Description	Sources
Support for repair industry	Voluntary	D. Expand economic development strategies and tools such as grants and incentives to retain industrial and repair industry businesses. This may include partnering with local organizations to support job training for repair of common tools and equipment.	Consultant experience
Food recovery and reuse	Voluntary	E. Support a food donation program for grocery stores to send surplus food. Establish a robust food recovery program to support community members and protect against disruptions, including working with food rescue organizations and commercial kitchens.	Consultant experience

Strategy EQ3. Support growth of the green technology workforce

Two strategies from the Vancouver Climate Roadmap were consolidated here. They are:

- ▶ Support more strategic implementation of the Comprehensive Economic Development Plan and Greater Portland Economic Development District Comprehensive Economic Development Strategy, specifically clean technology, solar energy and battery production, and manufacturing of EV parts/components.
- ▶ Implement workforce development and education programs that prioritize Vancouver's current and future green job opportunities, with a focus on overburdened communities, transit-dependent communities, those who were formerly incarcerated, and workers employed in energy-intensive trade-exposed industries. Workforce SW WA and the school district will be key partners

Direct Actions

None.

Supporting Actions

Action Short Name	Policy Mechanism	Action Description	Sources
Green workforce development	Voluntary	A. Implement workforce development and education programs that advance Vancouver's current and future green job opportunities. This may include: - Develop meaningful and equitable workforce programs within new re-use	- Vancouver Climate Roadmap - Touchpoint feedback

VANCOUVER CAP
DRAFT CAP ACTIONS

Action Short Name	Policy Mechanism	Action Description	Sources
		markets (e.g., provide training for repair clinics, food donation/transportation programs, etc.). - Explore ways to establish a local hiring preference for green jobs and jobs that reduce climate risks in Vancouver - Work with local and regional partners to develop and promote internship and apprenticeship programs in the green economy.	
Green commercial hubs	Voluntary	B. In alignment with City and regional economic development efforts, explore the potential of small green commercial hubs—or clusters of sustainable local business—in neighborhoods that will promote the local green economy and compact, walkable communities.	• Everett, WA CAP
Higher education partnerships	Voluntary	C. In alignment with City and regional economic development efforts, work with partners in higher education and elsewhere to inventory and evaluate green economy innovations to determine which are aligned with the city's vision, goals, and capacity. These may include research centers for clean energy, water, manufacturing, and technology, as well as other endeavors.	• Everett, WA CAP
Community-led green economy prioritization	Voluntary	D. In alignment with City and regional economic development efforts, with community stakeholders and partners, conduct a study and host a community conversation to identify threats to current industries, opportunities for new green businesses and industries, and areas that need support. Then, work with regional partners to support business and non-governmental organizational efforts to participate in the green economy. This may include: • Roundtables focused on green economy strategies • Business continuity planning and exercises, especially transitions to greener practices and industries • A “green economy guide” and other education campaigns focused on the opportunities a circular economy provides • Recognition program for green economy innovation	• Everett, WA CAP

City Governance

GOAL: Institutionalize climate action and sustainability as a normal part of City operations, so the City can continue to serve residents and businesses as climate changes.

Strategies and actions in the Governance sector build on the Vancouver Climate Roadmap, Vancouver Early Action Package, touchpoint feedback especially on resilience-building actions, peer cities, and best available science and practice.

Strategy GOV1. Mainstream sustainability at the City, including staff capacity

Three strategies from the Vancouver Climate Roadmap were consolidated here. They are:

- ▶ Prioritize and institutionalize equitable social, economic, and environmental sustainability across City activities, annual budgeting processes, decision-making, and CAP implementation. This will empower staff.
- ▶ Improve City staff knowledge of and capacity for their role in climate action.
- ▶ Identify and secure adequate permanent funding for successful and equitable CAP implementation

Direct Actions

None.

Supporting Actions

Action Short Name	Policy Mechanism	Action Description	Sources
Critical staff capacity	Mandate / Regulatory	A. Build critical staff capacity to support CAP development and implementation. This includes: • Evaluate needed staff capacity and if needed, hire additional staff to implement the goals and strategies associated with increasing tree canopy cover across the city. •	• Vancouver, WA Early Action Package
Climate priority declaration	Voluntary	B. Release a climate priority declaration.	• Vancouver, WA Early Action Package
Regular updates of GHG	Voluntary	C. Conduct a GHG Emissions Inventory update every 4 years. The updated GHG emissions inventory will be used to:	• City staff feedback

VANCOUVER CAP
DRAFT CAP ACTIONS

Action Short Name	Policy Mechanism	Action Description	Sources
inventory and CAP strategies		- Evaluate progress towards goals and adjust CAP strategies accordingly. - Provide an opportunity to modify CAP based on changing conditions and new technology.	
EPP policy	Mandate / Regulatory	D. Develop and enforce a City of Vancouver environmentally preferable purchasing policy (EPP). This may include: - Considering life cycle costing as part of cost comparisons. - Promote local purchasing to support local businesses and reduce GHG emissions from transportation and distribution. - Require energy and water efficiency as a primary consideration for all future purchasing decisions. - Develop template language that staff can use when writing purchase requests and RFPs.	Vancouver, WA Early Action Package
Expedited permitting for sustainability projects	Mandate / Regulatory	E. Expedite permitting for sustainable projects across all sectors, with a priority on the high-emissions transportation and building sectors (e.g., implementation of energy storage infrastructure).	Touchpoint feedback
Reduce vehicle trips by municipal employees	Incentive / Disincentive	F. Promote, accommodate, and incentivize employees to increase carpooling, vanpooling, and telecommuting among City employees to reduce driving commute trips, especially drive-alone. Expand telecommuting and flexible schedules for City employees and encourage businesses to adopt.	Consultant experience / peer cities
Energy efficiency standards	Mandate / Regulatory	G. By 2030, adopt energy efficiency standards for City operations that exceed state standards.	Touchpoint feedback
City Green Teams	Voluntary	H. Create a "green teams" program to support City staff in leading sustainability initiatives in their departments or building.	City staff feedback
*** Establish a municipal energy fund	Voluntary	I. Establish a municipal energy fund to create a self-sustaining source of funds for investing in energy-efficient municipal operations.	Early Action Package



Climate Strategies Review Draft List of Plan Actions

May 16, 2022



Rebecca Small, Senior Policy Analyst
Aaron Lande, Program and Policy Development Manager
City Manager's Office

Climate Strategies Review



**Climate Priority
Resolution**



**Climate Action
Plan – Draft List**



Next Steps

Climate Priority Resolution



Climate Priority Resolution



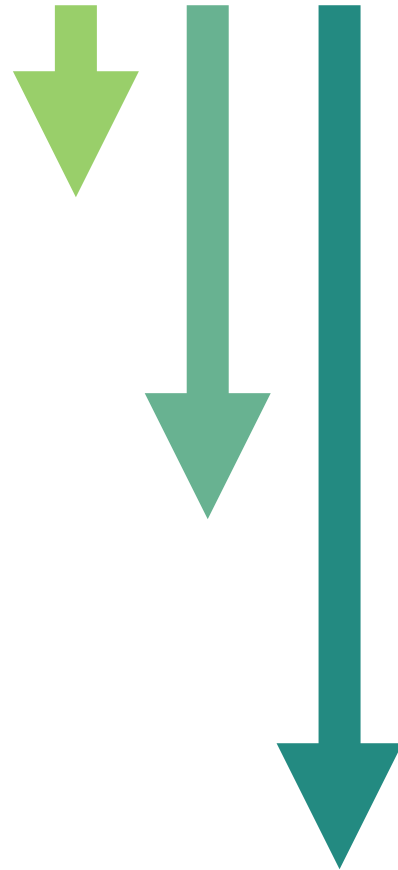
11. Release a supplemental climate and sustainability priority declaration.



Climate Priority Resolution



Adopts the following Climate Action goals:



2025: 80% reduction in City GHG emissions

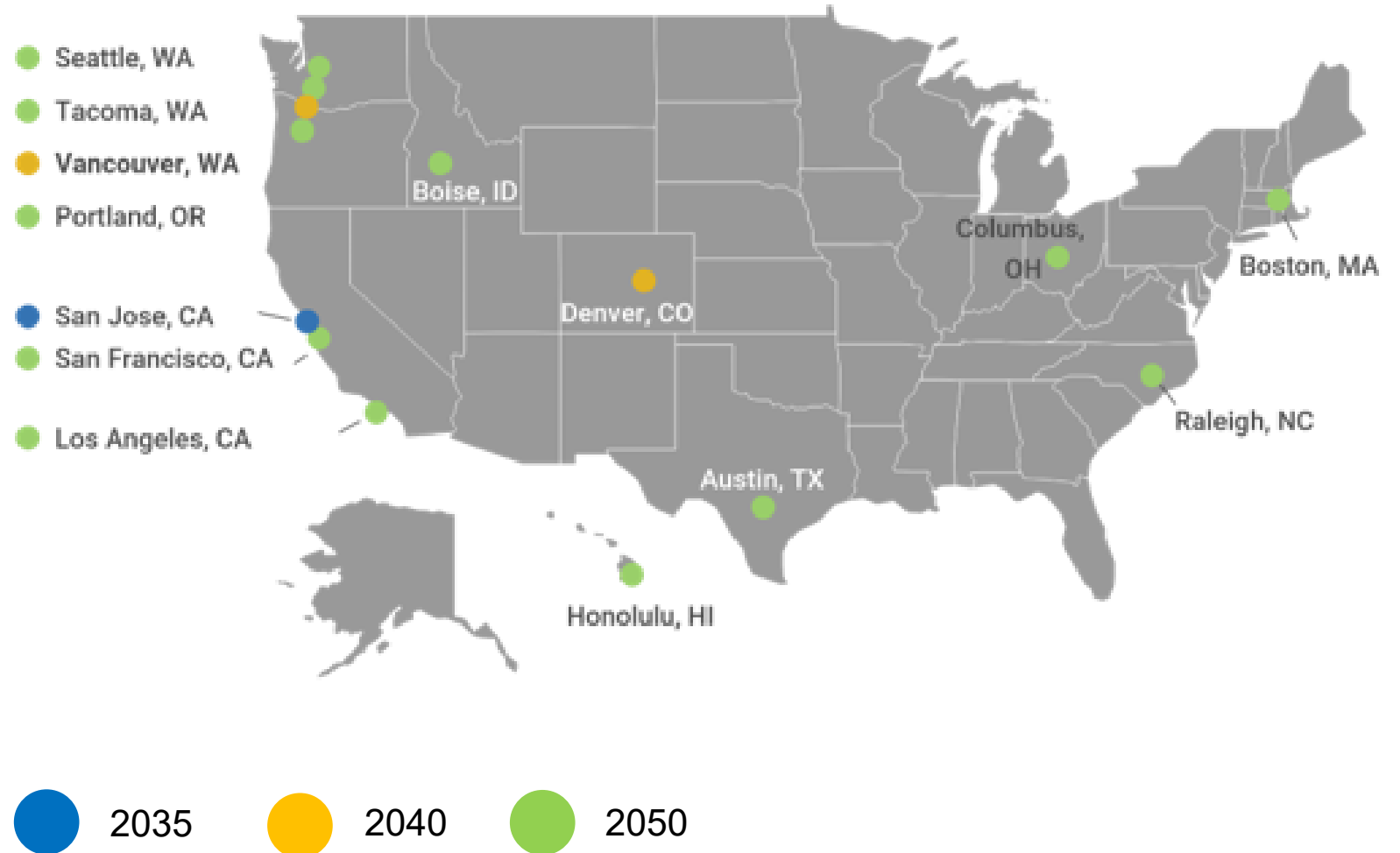
2030: 80% reduction in GHG emissions by the Vancouver community

2040: Carbon neutral by both municipal operations and the Vancouver community

Climate Priority Resolution



**Establishes Vancouver as a national leader
in carbon neutrality goals.**



Climate Priority Resolution



Centers young people and frontline communities in climate action planning, implementation and oversight.



Climate Priority Resolution

Every City department is responsible for incorporating climate action into its work.



Climate Priority Resolution



Photo: interstatebridge.org

**Commits the City to prioritizing climate
in major plans and projects.**

Climate Priority Resolution



Staff are scheduled to bring a final draft of the Climate Priority Resolution back to Council on June 6, 2022 for adoption.



Climate Action Plan (CAP) Overview



CAP Overview



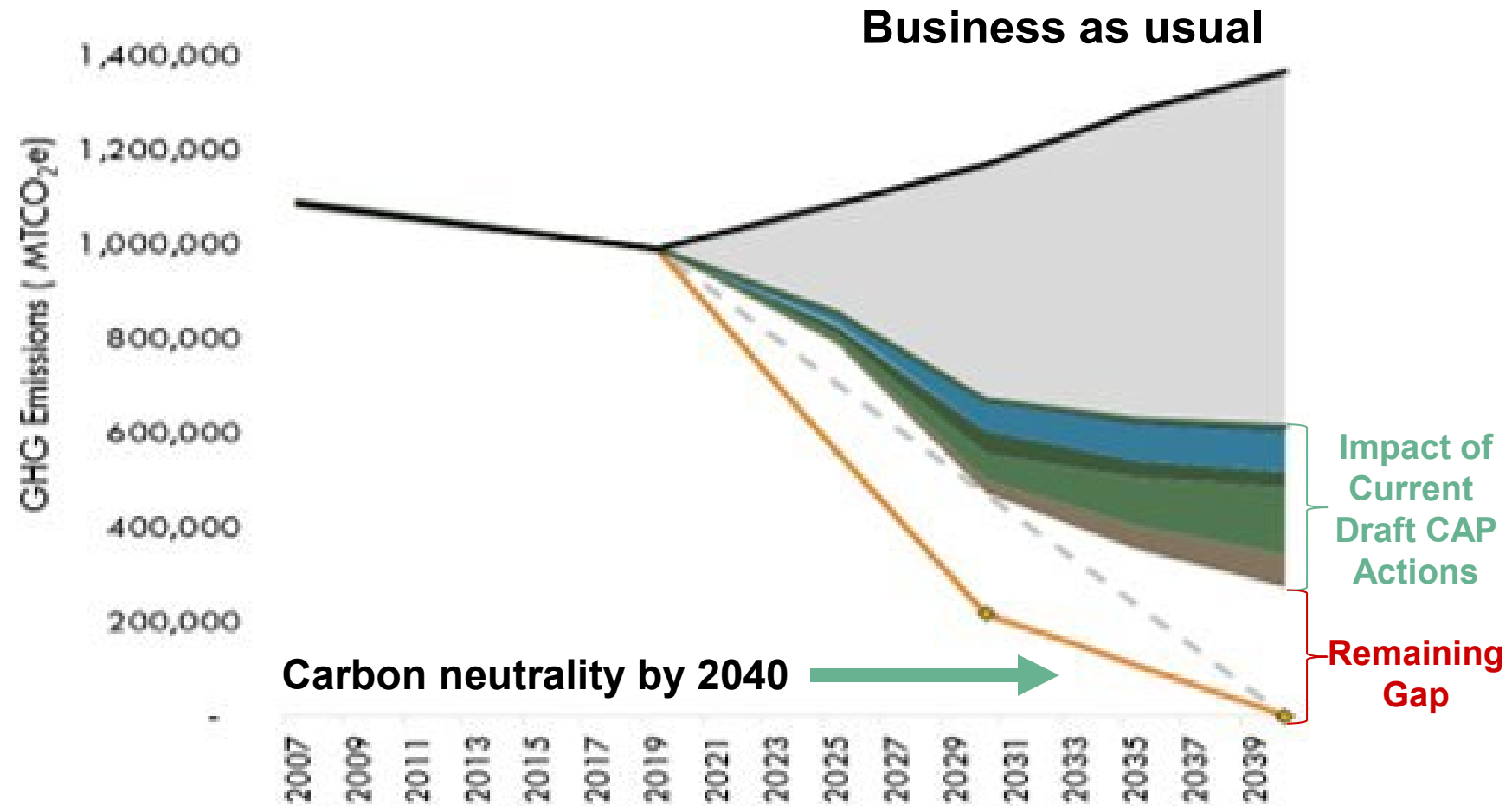
Development and Progress

Task	In Process	Completed
Review Progress and Assess Emissions		✓
Identify Goals and Strategies		✓
Assess Strategies		✓
Develop Strategy Report		✓
Develop and Assess Actions	✓	
Prepare Climate Action Plan	✓	
Implement Climate Action Plan	✓	

CAP Overview



Total Estimated Impact





Updates

Some actions have been updated to reflect new state laws and codes:

WA State Building Code Council
Starting 2023, new businesses and apartments to use electric heat pumps.

WA SB 5722
Building Performance Standards apply to 20-50K sq ft buildings.

HB 1799
Requires businesses and local governments to take action on organic waste management.

Cost Considerations



- Lifecycle costs vs. up-front costs
- Costs for new technology may come down over time
- Federal and State funding opportunities
- The “cost of doing nothing”

Expense vs Opportunity



CAP Overview



The CAP at a glance

90+
actions
can
help us
reach
84%
of our
2040
goal.

Six Categories



Buildings and Energy



Transportation and Land Use



Natural Systems



Solid Waste and Wastewater



Equity and Green Economy



Governance

Building and Energy: Key Strategies



- Reduce building energy demand for commercial and residential buildings.
- Transition to lowest-carbon power source available for building heating/cooling and cooking.

Building and Energy: Key Considerations



- Addressing the existing built environment is critical.
- Prioritize power sources with the lowest-carbon impact.
- Support local energy production and storage

Transportation: Key Strategies



- Increase walking, biking and transit and decrease driving.
- Rapid transition to electric and low-carbon vehicles.

Transportation: Key Considerations



- Influence of City plans.
- Alternative fuels and electrification.
- Equity and access to green transportation.

Land Use

- Efficient use of land.
- Grow upward, not outward.
- Provide abundant, affordable housing in walkable 20-minute neighborhoods.



Land Use: Key Considerations



- “The best transportation plan is a good land use plan.”
- Balance density with greenspace
- Climate action **can and should** support **housing justice**.

Natural Systems

- Preserve, expand and improve public greenspaces and tree canopy for carbon capture.
- Encourage private property owners to plant trees, garden with natives, and use natural soil improvement practices.



Natural Systems: Key Considerations

74% of Vancouver's
plantable land is
privately owned.





Solid Waste and Wastewater

- Reduce amount of waste produced.
- Recycle or reclaim materials wherever possible.

Governance



- Funding for climate initiatives.
- Build staff capacity for CAP implementation.

Next Steps: Outreach and Engagement



Your City works better, smarter and stronger with community input. Tell us what you think, submit your ideas and ask questions about the latest City projects and initiatives.



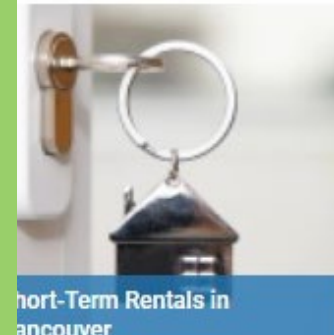
Police Chief Recruitment



Vancouver Moves: 2022
Transportation Improvement
Updates



Climate Action Plan



Short-Term Rentals in
Vancouver



Raymond E. Shaffer Community
Park Development

Next Steps

Climate adaptation and infrastructure resilience will be addressed in subsequent processes.

Vancouver breaks all-time heat record Free

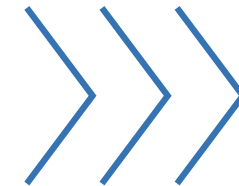
Temperature reaches 112 degrees; Monday could be hotter

By Micah Rice, Columbian Sports Editor
Published: June 27, 2021, 11:53am

Share: [f](#) [t](#) [in](#) [p](#) [e](#)



People cool off in the Columbia River on Saturday, June 26, 2021. The temperature reached 112 degrees on Saturday, the first of three days it is expected to do so. (Joshua Hart/The Columbian)



Next Steps



Technical Review

- City staff reviews
- Boards and Commissions
- Agency partners
 - C-TRAN
 - Clark Public Utility District
 - Northwest Natural
 - development community
- Cascadia – technical consultant for GHG impact and cost modeling.

Next Steps: Outreach and Engagement



- Focus groups with community organizations
- Presentations (in-person or remote)
- Pop-up events

Next Steps



CAP Council Schedule

May 16

Council Workshop –
Introduce draft CAP
Action List and Climate
Priority Resolution

June 6

Council Meeting –
Adopt Climate Priority
Resolution

August 8

Council Workshop –
walk through final
Climate Action Plan

August 15

Public Hearing and
Climate Action Plan
Adoption

Thank You

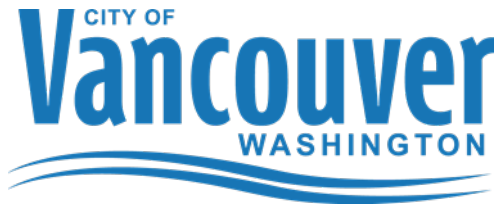
Questions?

Rebecca Small, Senior Policy Analyst

360-487-8601

rebecca.small@cityofvancouver.us





Memorandum

DATE: May 5, 2022

TO: Mayor and City Council

FROM: Bryan Snodgrass, Principal Planner, Community Development Department.

RE: May 16 workshop review of Housing Code Updates project

CC: Eric Holmes, City Manager

Executive Summary

Vancouver has experienced rapid population growth over the last several decades, increasing the demand for different types and sizes of housing affordable to people and families at a variety of income levels. During this period zoning regulations in lower density residential districts have remained relatively unchanged, prohibiting the development of many new types of housing, and constraining the supply of relatively affordable rental and home ownership opportunities. The Housing Code Updates project consists of eight zoning code text changes and one internal permit processing change that are intended to increase the range of housing types available citywide, particularly smaller housing units of various types that are affordable to more community members. The project is a further step in the City's efforts to implement the recommendations of the 2016 Affordable Housing Task Force, and to update local regulations to help address housing underproduction that contributes to the ongoing regional affordable housing crisis. This project focuses on incremental changes in the types and sizes of housing available, and will primarily expand market rate, middle-income and workforce housing built by the private market. Though some of the proposed changes are tied to specific levels of affordability per state law, this project is not intended to be a comprehensive solution to all deep affordability issues. Rather, it is one step in a continuum of efforts to address code barriers to new housing types, which will be continued through the forthcoming Comprehensive Plan Update process.

The nine components of the Housing Code Updates projects were originally identified in 2020, and reviewed at four subsequent Council workshops, most recently on [March 21, 2022](#) at which draft code language was presented. The Planning Commission recommended approval at an [April 12, 2022](#) public hearing, following five earlier workshops. A City Council first reading is scheduled for June 13, and a public hearing is scheduled for June 27.

The proposed amendments are modest to moderate changes to city standards. Many would allow housing types currently allowed in other jurisdictions in Clark County or elsewhere in the

state, but not in Vancouver. Some are required by state law. If these proposed standards are adopted, most associated development proposals would require at least one public hearing or administrative review with notice to be implemented.

Not included on the list are allowances for greater flexibility in existing single-family zones to develop middle housing types, including duplexes, triplexes, fourplexes, or stacked flats. These were the subject of discussion at prior Council workshops, and will require more extensive public outreach and analysis. These will be addressed in the upcoming Comprehensive Plan Update process.

Staff contact for the Housing Code Updates project is Bryan Snodgrass, bryan.snodgrass@cityofvancouver.us

Project Components

The proposal is to amend portions of VMC Title 20 as summarized in the below table, with references to specific code language contained in Attachment A of this report. Note that some zoning code sections implement multiple project components, as indicated.

Proposal	Key features	General Feedback	Comment
1. New R-17 single-family zoning district standards allowing subdivisions with 2,000 to 5,000 square foot lots, subject to access and streetfront requirements	Requires rezoning approval and associated public hearings, and follow up land division approval, to implement. - Allows duplexes as well as SFR. - Limits garage widths, requires adjacent homefronts to vary, and facilitates alley loading, in R-9 and R-6 districts in addition to R-17. - Requires compliance with existing city narrow lot standards, including provisions for utilities, parking, alley incentives - Alleys required unless unfeasible for lots below 3,000 square feet, encouraged otherwise. - Home fronts required to vary between adjacent two homes only, not those across a street.	- General public acceptance of need for smaller homes, but concerns about parking and access, potential for nearby small lots or existing homes sites to be rezoned. - Developer support, with concerns about garage width limitations and alley requirement. - Planning Commission recommended by 6-0 vote	See page 9 herein for specific code language recommended. City Narrow Lot Standards recommended to also apply to R-17 are here
2. New multi-family zoning district standards allowing apartments up to 50 units per acre with 1 parking space per unit minimum	Requires rezoning and follow up site plan review to implement. - Lowers minimum parking requirement from 1.5 to 1 space per unit for new R-50 and existing MFR zones, to rectify inconsistency with SFR standard, recognize MFR per unit traffic generation is less than SFR per unit, and to align with emerging legal mandates.	- General public acceptance, concerns about parking, and rezoning process - Planning Commission recommended by 6-0 vote	See page 26 herein for specific code language

3. State mandated reductions in minimum parking requirements for various housing types near frequent transit	Requires site plan review to implement. - Allows long term lower income affordable (60% AMI or less) housing projects or portions of projects to provide 0.75 spaces per unit citywide - Allows senior and disabled persons housing to provide no parking citywide for residents, but requires parking for staff and guests. - Allows market rate apartments within 1/4 mile of transit lines running every 35 minutes, or anywhere in CX zone, to provide 0.75 parking spaces per unit.	- General public acceptance, with questions about determining transit frequency - Planning Commission recommended by 6-0 vote	See page 43 herein for code language State requirement listed under RCW 36.70A.620
4. State mandated density bonus for long term affordable housing	Requires land division approval to implement for single family homes, site plan review for multi-family homes - Allows 50% density bonuses in SFR zones, 100% in MFR zones, for long term low income affordable housing, defined in this case by statute as 80% AMI or below. - Does not allow structures or heights not allowed by underlying zoning	- General acceptance. - Developer request led to expansion of eligibility from state mandated religious organizations to any party. Some concerns that state-mandated 80% AMI affordability threshold too low. - Planning Commission recommended by 6-0 vote	See pages 18 and 35 herein for code language. State requirement listed under RCW RCW 36.70A.545.
5. New cluster cottage standards	Requires land division or site plan review approval to implement. - Allowed in SFR zones, with more but smaller and shorter homes than normally permitted, with cottage features, near common open space - Can be divided into individual lots typically for ownership or maintained as a single property with rental units.	- Generally supportive public comment with questions about affordability. - Developer requests to allow larger units and garages, and generally more flexibility - Planning Commission recommended by 6-0 vote	See page 56 herein for code language. Clusters also allowed in Clark County, Battleground and Ridgefield
6. Updated setback and buffering requirements for new apartments next to existing homes	Requires site plan review to implement - Maintains currently required 5 foot setback for first 35 feet, with one foot additional setback for each additional 3 feet of proposed height, up to maximum 15 foot setback. - Added setbacks for taller buildings apply only to portions of the building above 35 feet.	- General public concern about apartments and interest in larger setbacks - Planning Commission vote split 3-3, with no recommendation going forward	See page 60 herein for code language originally recommended by staff
7. Micro-housing - Updated apartment standards to allow shared bathroom and kitchens	Requires site plan review to implement - Allows shared bathrooms and kitchens in non-medical multi-family housing without staff.	- Limited feedback. Hearing testimony against from one individual stating living standards for minorities would be lowered. - Planning Commission recommended by 4-2 vote	See page 77 for code language Limited market interest thus far

8. Updated ADU standards to allow garages with non-conforming setbacks to apply	Requires building permit review to implement - Allows legally existing garages located within side and rear yard setbacks to apply for conversion or replacement to ADUs if building and planning standards met. - Height limited in such cases to 15 feet.	- General public support for with concern about short term rentals. - Questions about height of ADUs in setbacks and traffic safety impacts - Planning Commission recommended by 6-0 vote	See page 78 herein for code language
9. Expedited building permit review of new SFR with aging-in-place features	Requires building permit review to implement - Expedites review of individual new homes with zero step entry, wider doorways and internal passages, or a first floor bathroom - Provides explanatory materials and single point contact information	- General public support and desire to see used for home remodels. - No Planning Commission hearing vote but support in prior workshops	No change required to City Code

Community and Stakeholder Outreach

Initial outreach prior to the pandemic consisted of Planning Commission and City Council workshops as noted, and research and consultation with comparable jurisdictions, local residential developers, a presentation at a joint meeting of the Hough and Carter Park Neighborhood Associations, and a presentation at an October 2019 quarterly meeting of citywide neighborhood leaders.

Project work was initially suspended with the onset of the pandemic, and outreach limited to virtual and on-line. Staff has been gathering community input through an online survey available on [Be Heard Vancouver](#) since April 2020. Approximately 90 community members have commented on the descriptions of the project and its components, with comments both in support and opposition. See February 22 public comments link at bottom right of the Be Heard Vancouver page.

Outreach efforts resumed in the summer of 2021, with Commission and Council workshops. In early 2022, the below targeted small group virtual meetings were held:

- January 6th, 2022: Single-family and multifamily developers roundtable
- January 12th, 2022: Vancouver Neighborhood Alliance meeting
- January 18th, 2022: General public open house
- February 1st, 2022: Fircrest neighborhood association meeting
- February 2nd, 2022: Harney Heights neighborhood association meeting
- February 3rd, 2022: Clark County Development Engineering and Advisory Board
- February 10th, 2022: Arnada neighborhood association meeting
- February 16th, 2022: Affordable housing agency and advocates roundtable
- March 3rd, 2022: Shumway neighborhood association meeting
- March 31st, 2022: Dubois Park neighborhood association meeting
- April 19th, 2022: Coffee with the Mayor

Some of the major themes and comments heard from these meetings:

- Suggestion to consult Ridgefield garage standards and Bend cottage cluster standards
- Concerns about shared water infiltration systems under R-17
- Concerns about site clearance of existing historic garages
- Concerns about length and difficulty of rezone process for R-17 and R-50
- Concerns about street front R-17 requirements adding to cost
- Concerns about R-17 standards preventing shared driveways and garages
- Concern that R-17 district create lots that are too small to support trees
- Question how micro-housing properties, specifically their common space, would be managed
- Consider how any density bonus would be applied for affordable housing, including the surrounding densities and properties
- Desire to expand parking reduction near transit beyond highest frequency transit
- Concerns around parking, traffic, and ability for firetrucks to reach homes
- Desire to consider cluster or other lots without street access
- Desire for more flexibility for larger and taller cluster homes
- Desire to preserve neighborhoods character and community feel
- Desire to allow ADUs to locate on lots with small existing homes
- Concern that requiring architectural standards for R-17 could raise the cost of development
- Desire for more design standards for single family homes
- Questions around how the new zones would get mapped and whether this could represent illegal spot zoning
- Question on whether prohibitions against repetitive housing increase price
- Support for expanding density bonus from faith based affordable housing developers to any non-profit affordable housing developer
- Support for having parking reduction near transit stops to include arear near the transit line rather than just stops
- Support for aging in place incentives
- Concern front entry design requirements could increase building costs
- Concern alleys could create spaces that are not activated and therefore unsafe
- Dislike of limiting garage width to less than 50% of front façade, comment that the market demand is for two car garages
- Comment to ban new developments having cul-de-sacs
- Concern cottage cluster design facing courtyard could create poor walkability conditions on the exterior of the cluster
- Question about historic neighborhoods and R-17
- Question about management of cluster common open space
- Question if parking reductions could be retroactively applied to existing properties that could rezone to R-50 or are near transit, allowing for removal of existing parking spaces
- Questions about compliance with parking reductions near transit over time as transit routes and frequencies change

- Concern rezoning properties to R-50 could remove some naturally occurring affordable housing
- Concern cottage cluster standards may not result in a more affordable housing choice
- Comment to allow off street parking lot in R-17 subdivision development
- Comment that alleys would create more impervious surface
- Question if it would be possible to create a new home and convert existing home on the lot to an ADU
- Comment to continue thinking of ways to ensure ADUs are affordable
- Concern that allowing more ADUs could result in more short-term rental units
- Comment that staff should consider displacement and gentrification as a result from the proposed code changes
- Recommendation for staff to speak to property managers when determining parking requirements for senior housing near transit

Previous e-mail comments received are Attachment B on page 79 of the [April 12, 2022 Planning Commission staff report](#).

March 21, 2022 City Council Discussion

The below summarizes questions from individual Council members at the most recent March 21, 2022 Communications discussion. Initial responses are available on the discussion [recording](#), with more detail as follows:

- Is the proposed reduction of minimum parking requirements to 0.75 spaces per unit for affordable housing projects citywide appropriate since some units may rent to families with two cars? What has been the experience with local affordable housing projects?

While some affordable housing units will be occupied by two-car households, many will likely consist of one or in some cases no-car households. Locally, a February 2020 [memorandum to the Planning Commission](#) addressing this issue noted on page 3 that an overall average of 0.2 spaces per unit were being used, according to testimony from operators at Lincoln Place downtown, Meriwether Place on Fourth Plain Blvd, and at Share's housing projects at various locations. A 2020 [study](#) of affordable housing facilities in Denver found that 883 total spaces had been provided for 1353 total units, and only 461 of the spaces, slightly more than half, were occupied. Nationally, the Institute of Traffic Engineers Parking Manual reported in 2019 that various studies observed affordable housing parking demand ranging from 0.3 spaces per dwelling unit in city centers to 0.6 in dense, multi-use urban settings to 1.3 in general urban/suburban settings. The recommended 0.75 requirement near frequent transit is required by state law. Applying the state requirement citywide is intended to recognize that private market does not typically provide unsubsidized below average cost housing, only affordable housing providers do. As with most parking minimums citywide, individual developments can and do provide more parking than the minimum the code requires if this is needed to serve their future tenants or required to access financing.

- Do the recommended increased setback requirements for new apartments locating next to existing single-family homes render new multi-family projects infeasible? Conversely, are privacy impacts from new adjacent apartments that are potentially able to look into the existing home windows being adequately addressed?
Calibrating setback requirements between multi and single-family home requires balancing goals of compatibility between the abutting uses, and implications for citywide housing supplies. Increasing multi-family building setbacks to 5-15 feet from property lines depending on building height is likely to be feasible for most apartment projects. Prohibiting windows on apartment facades adjacent to existing single-family homes would effectively subject apartments to requirements that are not applied to single family homes and may result in decreased project feasibility as well as decreased livability for multi-family tenants.
- Given the cost and complexities of the rezone process, should the proposed new R-17 and/or R-50 zones be applied in appropriate places by the City as part of the upcoming Comprehensive Plan update?
Although like other zones some R-17 or R-50 designations may be implemented through the private rezone process, the City plans to consider rezoning some properties as part of the 2022-2025 Comprehensive Plan update process. Public hearings would be required in either case.
- For the affordable housing density bonus, is the recommended bonus of 50% in single family zones appropriate for development affordable at the 80% AMI level?
The proposed density bonus of 50% in single family zones would be tempered by requirements that underlying zoning standards for the type and maximum height of structures would still apply, effectively precluding multi-family housing in most single-family neighborhoods. The 80% AMI affordability level for the bonus is required by state law, and would still create opportunities for some households that would not otherwise be provided by the private development market without subsidy or incentive. Individual developments could provide greater affordability if they choose, but the City cannot mandate a lower threshold given the 80% statutory requirement.
- The Council also received a March 28 workshop presentation on overall housing economics and supply issues from the consulting firm ECONorthwest. See links to the Council [presentation](#) and a [tape](#) of the discussion.

April 12, 2022 Planning Commission Public Hearing

Five persons testified at the hearing, four with overall support of the proposals with some suggested edits or concerns. Testimony begins at 50:25 of the [hearing recording](#). Reductions in parking requirements were highlighted in support. Specific concerns were raised regarding ADU site vision clearance issues, potential density bonuses at the 80% AMI level, a need in cottage cluster development and other standards to favor homeownership rather than renting, and a need to continue to monitor housing zoning standards and allow density increases going forward.

One individual testified in opposition to proposed micro-housing standards allowing apartments with shared bathroom and kitchen facilities, citing concerns that this form of housing would result in lower living standards for people of color or the disabled.

[Seven written comments](#) were submitted in advance of the hearing. Two expressed overall support, and three raised questions or concerns about specific issues, including setbacks between single and multi-family development, parking, and housing affordability at the 80% AMI level. Two of the comments provided additional information about recent developments, and about studies of parking needed for affordable, senior or disabled persons housing.

The Commission voted 6-0 to recommend approval of the majority of the proposed changes, with two exceptions:

- Micro-housing standards were recommended for approval by a 4-2 vote, with an additional restriction that micro-housing not also be eligible for the density bonus for affordable housing at the 80% AMI level being proposed herein as a separate item. Opposing votes expressed concerns about restricting the density bonus eligibility.
- The Commission split 3-3 with no recommendation going forward on required setbacks between new apartments and existing single-family homes. Three Commissioners voted to keep the current 5-foot setback so as not to limit citywide multi-family housing supplies rather than the setback increases in cases of taller buildings recommended by staff.

Follow-Up Staff Corrections

Attachment A herein highlights recommended changes to existing zoning code primarily in yellow but also in some case green and teal to identify which proposal the changes respond to. A small number of additional changes are highlighted in grey to identify error corrections or minimal changes identified by staff after the Planning Commission hearing. They are intended to allow for clearer interpretation and administration of the standards.

ATTACHMENT A: ZONING CODE CHANGE RECOMMENDATIONS.

Chapter 20.410 LOWER DENSITY RESIDENTIAL DISTRICTS

{Recommended changes for R-17 standards underlined and in yellow, for state mandated density bonus in green, and for cottage cluster standards in teal}

Sections:

- 20.410.010** **Purpose.**
- 20.410.020** **List of Zoning Districts.**
- 20.410.025** **Lower Density Residential Zone Function and Location Criteria.**
- 20.410.030** **Uses.**
- 20.410.040** **Minimum and Maximum Densities.**
- 20.410.050** **Development Standards.**

20.410.010 Purpose.

Preserve and promote neighborhood livability and protect the consumer's choices in housing. The Low-Density Residential Districts are primarily designed to preserve and promote neighborhoods of detached single dwellings at low intensities. Flexibility in housing type is promoted by allowing manufactured homes, duplexes, and planned unit developments under special conditions. Compatible nonresidential development, such as elementary schools, churches, parks, and child care facilities are permitted at appropriate locations and at an appropriate scale. (Ord. M-3709 § 3, 2005; Ord. M-3643, 2004)

20.410.020 List of Zoning Districts.

A. R-2: Low-Density Residential District. The R-2 zoning district is designed to accommodate detached single dwellings with or without accessory residential units at a minimum lot size of 20,000 square feet and a density of 1.8 to 2.2 units/net acre. Some civic and institutional uses are

permitted as limited or conditional uses. The R-2 zoning district was referred to as R1-20 zone prior to March 11, 2004.

B. R-4: Low-Density Residential District. The R-4 zoning district is designed to accommodate detached single dwellings with or without accessory residential units at a minimum lot size of 10,000 square feet and a density of 2.3 to 4.4 units/net acre. Some civic and institutional uses are permitted as limited or conditional uses. The R-4 zoning district was referred to as R1-10 zone prior to March 11, 2004.

C. R-6: Low-Density Residential District. The R-6 zoning district is designed to accommodate detached single dwellings with or without accessory residential units at a minimum lot size of 7,500 square feet and a density of 4.5 to 5.8 units/net acre. Some civic and institutional uses are permitted as limited or conditional uses. The R-6 zoning district was referred to as R1-7.5 zone prior to March 11, 2004.

D. R-9: Low-Density Residential District. The R-9 zoning district is designed to accommodate detached single dwellings with or without accessory residential units at a minimum lot size of 5,000 square feet and a density of 5.9 to 8.7 units/net acre. Some civic and institutional uses are permitted as limited or conditional uses. The R-9 zoning district is a new zoning district that combines what was referred to as R1-6 and R1-5 zones prior to March 11, 2004. (Ord. M-3643, 2004)

E. R-17: Low-Density Residential District. The R-17 zoning district is designed to accommodate detached and attached single dwellings with or without accessory residential units at a minimum lot size of 2,000 square feet and a density of 8.8 to 21.8 units/net acre. Some civic and institutional uses are permitted as limited or conditional uses.

20.410.025 Lower Density Residential Zone Function and Location Criteria.

A. *General Criteria.* The Lower Density Residential designation is applied to areas that provide predominantly single-family structures (attached or detached) on individual lots. Application of individual zones to specific areas in the City should enhance and support the integrity of existing neighborhoods, provide for a range of choices in housing styles and cost, and encourage compatible infill development and redevelopment.

B. Lower Density Residential Zone (R-2, R-4, R-6, R-9, R-17) Location Criteria.

The Lower Density zone designations defined above can be appropriately applied and maintained in areas meeting one of the following criteria:

1. Blocks, intersection-to-intersection street segments, or areas with defined physical edges, which have at least eighty (80) percent of the existing structures in single-family residential use on lots whose average size falls within the minimum and maximum lot size standards of the zone to be applied. Half-blocks at the edges of single-family zones with more than fifty (50) percent single-family structures, or portions of blocks on an arterial with a majority of single-family structures, shall generally be included. This shall be decided on a case-by-case basis, but the policy is for inclusion.

2. Blocks, intersection-to-intersection street segments, or areas with defined physical edges, which have less than eighty (80) percent of the existing structures in single-family residential use but in which an increasing trend toward single-family residential use can be demonstrated; for example:
 - a. The construction of single-family structures in the last five (5) years has been increasing proportionately to the total number of constructions for new uses in the area, or
 - b. The area shows an increasing number of improvements and rehabilitation efforts to single-family structures, or
 - c. The number of existing single-family structures has been very stable or increasing in the last five (5) years, or
 - d. The area's location is topographically and geographically connected to, and compatible with, existing single-family residential development, with physical edges (such as major arterials, topography, waterways, open space, existing natural or landscape screening, etc) that separate and buffer the area from Higher Density Residential, Commercial, and Industrial.
3. Areas with sensitive physical, environmental or natural resource characteristics that make lower intensity development advisable and appropriate.
4. Areas that meet the above criteria for designation as Lower Density Residential shall not be rezoned for nonresidential uses, except NC (Neighborhood Commercial), unless the change has been adopted as part of a sub-area planning study.
5. No vacant or underutilized land areas (per Vacant Buildable Lands Model criteria) within the City shall be rezoned R-2 or R-4 for new residential development. Land use and zoning designations for residential lands being annexed into the City shall be converted to City designations in accordance with VMC Table 20.230.030. (Ord. M-3946 § 6, 2010; Ord. M-3730 § 9, 2005)

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](#) 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	R-17
RESIDENTIAL					
Household Living	P ¹	P ¹	P ¹	P ¹	P ¹
Group Living	P/X ¹	P/X ¹	P/X ¹	P/X ¹	P/X ¹
Home Occupation	L ²	L ²	L ²	L ²	L ²
Medical Center Residential	L ²³	L ²³	L ²³	L ²³	L ²³
HOUSING TYPES					
Single Dwelling, Attached	L ¹⁸	L ¹⁸	L ¹⁸	L ¹⁸	L ¹⁸
Single Dwelling, Detached	P	P	P	P	P
Accessory Dwelling Units	L ⁴	L ⁴	L ⁴	L ⁴	L ⁴
Duplexes ²²	L ²¹	L ²¹	L ²¹	L ²¹	L ²⁴
Multi-Dwelling Units	X	X	X	X	L ²⁴
Existing Manufactured Home Developments	L ⁵	L ⁵	L ⁵	L ⁵	L ⁵
Designated Manufactured Homes	L/X ¹⁹	L/X ¹⁹	L/X ¹⁹	L/X ¹⁹	L/X ¹⁹
New Manufactured Homes	L ²⁰	L ²⁰	L ²⁰	L ²⁰	L ²⁰
Cottage Cluster Housing	p ²⁵	p ²⁵	p ²⁵	p ²⁵	X
CIVIC (Institutional)					
Basic Utilities	C	C	C	C	C
Colleges	C	C	C	C	C
Community Centers	X	X	X	X	X
Community Recreation	C ⁶	C ⁶	C ⁶	C ⁶	C ⁶
Cultural Institutions	P/C ⁷	P/C ⁷	P/C ⁷	P/C ⁷	P/C ⁷
Day Care					
- Family Day Care Home	P ⁸	P ⁸	P ⁸	P ⁸	P ⁸
- Child Care Center	L/C ¹¹	L/C ¹¹	L/C ¹¹	L/C ¹¹	L/C ¹¹

USE	R-2	R-4	R-6	R-9	R-17
- Adult Day Care	L/C/X ⁹	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	L/C ¹¹
Ambulance Services	X	X	X	X	X
Medical Centers	X	X	X	X	X
Parks/Open Space					
- Neighborhood Parks	P	P	P	P	P
- Community Parks	L ¹⁰ /C	L ¹⁰ /C	L ¹⁰ /C	L ¹⁰ /C	L ¹⁰ /C
- Regional Parks	C	C	C	C	C
- Trails	L ¹⁰	L ¹⁰	L ¹⁰	L ¹⁰	L ¹⁰
Postal Service	C	C	C	C	C
Religious Institutions	L/C ¹¹	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	L/C ¹¹
Social/Fraternal Clubs	X	X	X	X	X
Transportation Facility	C ¹²	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	L/C/X ¹³
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	C ¹⁴	C ¹⁴	C ¹⁴	C ¹⁴	C ¹⁴

USE	R-2	R-4	R-6	R-9	R-17
- Personal Services	C ¹⁴	C ¹⁴	C ¹⁴	C ¹⁴	C ¹⁴
- 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
- EV Basic Charging Stations (accessory only)	P	P	P	P	P
- EV Rapid Charging Stations (accessory only)	P	P	P	P	P
- EV Battery Exchange Stations	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	C	C	C	C	C
INDUSTRIAL					
Industrial Services	X	X	X	X	X
Manufacturing and Production	X	X	X	X	X
Railroad Yards	X	X	X	X	X

USE	R-2	R-4	R-6	R-9	R-17
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	P	P	P	P	P
Airport/Airpark	X	X	X	X	X
Animal Kennels/Shelters	X	X	X	X	X
Cemeteries	C ¹⁵	C ¹⁵	C ¹⁵	C ¹⁵	C¹⁵
Detention & Post Detention Facilities	X	X	X	X	X
Dog Day Care	X	X	X	X	X
Heliports	X	X	X	X	X
Recreational or Medical Marijuana Facilities	X	X	X	X	X
Medical Marijuana Cooperatives	X	X	X	X	X
Mining	X	X	X	X	X
Rail Lines/Utility Corridors	P	P	P	P	P
Temporary Uses	L ¹⁶	L ¹⁶	L ¹⁶	L ¹⁶	L¹⁶
Wireless Communication Facilities	L/C/X ¹⁷	L/C/X ¹⁷	L/C/X ¹⁷	L/C/X ¹⁷	L/C/X¹⁷

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 Parks. Manufactured Home Developments established prior to July 1, 2005, are exempt from the standards of VMC [20.410.050\(F\)](#), Criteria for Placement of Manufactured Homes, 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 VMC [20.895.040](#), 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 VMC [20.860.020\(B\)\(1\)](#) through [\(B\)\(7\)](#) ; facilities with seven to 12 adults allowed as conditional uses; and larger facilities are prohibited.
- 10** Community parks that meet all of the criteria contained in VMC [20.410.050\(E\)\(1\)](#) are permitted by limited uses; all others require conditional use approval. Trails are limited uses subject to the additional development standards contained in VMC [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 VMC [20.410.050\(D\)](#) are permitted by right; all others require conditional use approval. Child care centers permitted by right shall be consistent with Chapter [20.840](#) VMC, Child Care 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 three- to six-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 square feet in planned developments of 150 units or more. See VMC [20.260.020\(B\)\(1\)\(b\)\(2\)](#).
- 15** Subject to provisions in VMC [20.895.030](#).
- 16** Subject to provisions in Chapter [20.885](#) VMC, except sales of fireworks which is prohibited in residential zones.
- 17** Building-mounted antennas are allowed by conditional use on nonresidential buildings in single-family residential zones subject to requirements contained in Chapter [20.890](#) VMC, Wireless Communication Facilities.
- 18** Subject to VMC [20.260.020\(B\)\(1\)\(a\)\(2\)](#), planned development, and subject to VMC [20.910.050](#), Zero Lot Line Developments.

19 A “designated manufactured home” is exempt from the development standards of VMC [20.410.050\(F\)](#) 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 five years of the date of the original placement.

20 Subject to VMC [20.410.050\(F\)](#), Development Standards – Criteria for Placement of Manufactured Homes.

21 Subject to Chapter [20.920](#) VMC, Infill Development Standards.

22 Existing duplexes built on lots meeting the minimum infill lot size standards of 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 [20.680.040](#).

24 Two-family dwellings (Duplexes), three-family, or four-family dwellings are permitted subject to density and development standards of the R-17 district.

25. Pursuant to VMC 20.950, Cottage Cluster Standards

(Ord. M-4255 § 6, 2018; Ord. M-4254 § 3(BB), 2018; Ord. M-4187 § 5, 2016; Ord. M-4071 § 7, 2014; Ord. M-4066 § 5, 2013; Ord. M-4035 § 2, 2012; Ord. M-4034 § 10, 2012; Ord. M-4024 § 6, 2012; Ord. M-4002 § 5, 2011; Ord. M-3931 § 9, 2009; Ord. M-3922 § 19, 2009; Ord. M-3840 § 18, 2007; Ord. M-3709 § 4, 2005; Ord. M-3663 § 12, 2004; Ord. M-3643, 2004)

20.410.040 Minimum and Maximum Densities.

A. *Purpose.* The purpose of this section is to establish minimum and maximum densities in each residential zoning district. To ensure the quality and density of development envisioned, the maximum density establishes the ceiling for development in each zoning district based on minimum lot size. To ensure that property develops at or near the density envisioned for the zone, the minimum density for each zoning district is set at just above the maximum density of the next less intense zone.

B. *Maximum and minimum densities.* The maximum and minimum densities for the Low-Density Residential Districts are contained in Table 20.410.040-1.

Table 20.410.040-1 Minimum and Maximum Densities and Lot Sizes ^{1, 2}				
Zone	Minimum Lot Size	Maximum Net Density	Maximum Average Size	Minimum Net Density
R-2	20,000 sf	2.2	30,000 sf	1.8
R-4	10,000 sf	4.4	19,000 sf	2.3
R-6	7,500 sf	5.8	10,500 sf	4.5
R-9	5,000 sf	8.7	7,400 sf	5.9
R-17	2,000 sf	21.8	4,900 sf	8.8

1 The minimum and maximum density factors shall only be used for calculating densities of planned unit developments governed by VMC [20.260](#), infill development, density transfer, and situations where an existing house is allowed on a larger than maximum lot size per VMC [20.410.040.C.2.c](#) (Exceptions). Minimum densities shall be calculated based on the gross area of the site minus any public rights-of-way, street tracts, private road easements, lots for dwellings existing on December 11, 2004, or designated critical areas."

2. Housing projects devoted entirely to housing affordable to households earning 80% or less of Area Median Income (AMI) and providing guarantee acceptable to the Planning Official that such units will remain affordable at this level for 50 years may increase the maximum net density and reduce the associated minimum lot size requirement of the underlying zone by up to 50% in the R-2, R-4, R-6, R-9, and R-17 zones, provided this is not used to exceed underlying zoning district requirements for permitted structure or use types, building heights, or other development regulations.

C. *Exceptions.* The following exceptions are permitted to the lot size and density provisions for the R-2- R-9 zoning districts contained in Table 20.410.040-1 above:

1. Minimum lot size/maximum density:

- a. Lots developed or approved before March 11, 2004, are exempt from the requirements for minimum density. However, if a site is completely redeveloped, the new development must comply with the minimum density requirements contained in Table 20.410.010-1 above.
- b. Non-residential uses are exempt from minimum lot sizes.
- c. Within a development of two or more lots, the minimum lot size may be averaged as long as no lot is smaller than 80% of the minimum required lot size.
- d. Legal lots of record (lots legally created) that do not meet the minimum lot size requirement may be developed with a single dwelling unit.

e. When the maximum density contains a fraction of a unit, the applicant must round to the nearest whole unit. For calculations of X.1 – X.4, this means rounding down; for calculations of X.5 – X.9, this means rounding up to the next whole unit.

2. Maximum lot size/minimum density:

a. Non-residential uses are exempt from maximum lot sizes.

b. On large parcels containing an existing dwelling on March 11, 2004, a lot no greater than one acre may be created around the existing dwelling with the remainder platted to create the number of dwelling units required within the range of minimum and maximum density established for the zoning district in which the parcel is located.

c. When the minimum density contains a fraction of a unit, the applicant must round to the nearest whole unit. For calculations of X.1 – X.4, this means rounding down; for calculations of X.5 – X.9, this means rounding up to the next whole unit.

d. On sites that contain sensitive environmental conditions, all or a portion of the sensitive resources areas may be deducted from the gross lot area before the minimum and maximum densities are calculated unless the applicant chooses to transfer density per the requirements of Chapter [20.940](#) VMC, On-Site Density Transfers.

3. *Planned Developments*. See VMC Chapter [20.260.060](#) (Development Standards – Item 4) for additional exceptions to lot size requirements. (Ord. M-3931 § 10, 2009; Ord. M-3701 § 13, 2005; Ord. M-3643, 2004)

20.410.050 Development Standards.

A. *Compliance Required*. All developments must comply with:

1. All of the applicable development standards contained in the underlying zoning district, except where the applicant has obtained a variance(s) in accordance with Chapters [20.290](#) VMC.

2. All other applicable standards and requirements contained in this title.

B. *Development standards*. Development standards in low-density residential zoning districts are contained in Table 20.410.050-1. These apply to all primary dwellings and accessory buildings on the site. For additional regulations governing accessory buildings, see Chapter [20.902](#) VMC.

1. Additional standards within R-6, R-9, and R-17 Zoning Districts. The following standards are in addition to the requirements in Table 20.410.050-1.

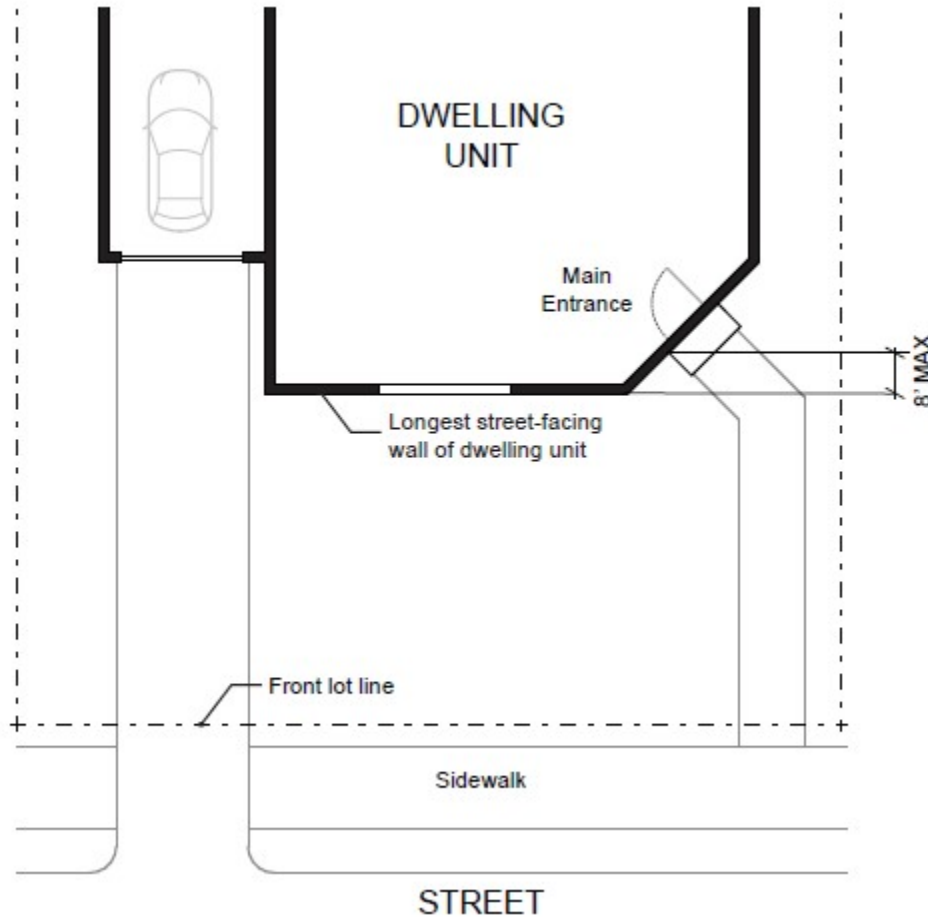
a. Garages. The width of the garage door facing the street may be up to 50 percent of the width of the street-facing building façade or 10' in length, whichever is greater. Garage limitations do not apply to residential development accessed through rear alleys, or where the garage is located in the rear of the lot.

b. Main Entrances. Main entrances shall be visible from the street and must:

1. Not be recessed more than 4 feet behind the longest street-facing wall.

2. Have a porch of at least 25 square feet in area, or other covered architectural feature, or entry

3. Face the street or be oriented at an angle of not more than 45 degrees from the street-facing façade. Corner lot homes may face either street.



c. **Front Façade Variety.** Immediately abutting single family homes. Duplicative front facades of detached single family structures facing the same street are prohibited. Sufficient differences can be achieved through shall be substantially different if they contain at least three of the following design features:

1. Varied or staggered front setbacks, with variations of at least five feet.

2. Different building heights, with the two heights varying by at least five feet.

3. Varied rooflines such as hipped or pitched roofs.

4. Different window opening locations and designs

5. Different garage location, configuration, and design

6. Other architectural elements including but not limited to covered porches, dormers, eaves with a minimum six-inch projection, pillars or posts, bay windows, or balconies.

7. Mirrored facades.

d. Alleys. Where alleys are present, all garages and on-site parking shall be accessible from the alley. In R-17 zones, single-family residential developments shall utilize rear alley-loading as follows:

i. Alleys shall be required for developments on sites of four acres or larger where the proposed average new lot size is less than 3,000 square feet unless the application demonstrates and the Planning Official agrees that alleys are unfeasible due to significant site constraints such as significant variations in topography, irregular site shape, or presence of natural resource constraints

ii. Alleys are encouraged in all other cases

e. Compliance with Narrow Lot Development Standards. Developments within the R-17 zoning district shall be subject to [VMC 20.927, Narrow Lot Development Standards](#), with the exception of [VMC 20.927.040.A.5.d garage width standards](#). }

{Comment: the above are intended to respond to requests for more flexible alley standards, and a Planning Commissioner suggestion to incent alley use for proposal with the smallest lots, when the need for alleys is greatest. Existing Narrow lot standards are invoked because they address many of the concerns presented by small lot R-17 development, and are not unique to skinny lots}

Location and configuration of driveways. Driveways shall be located to preserve space for on-street parking by meeting one of the following requirements.

i. For housing units or developments on corner lots, off-street parking areas shall be accessed on the back façade or located in the rear yard. No off-street parking shall be allowed in the front yard or side yard.

ii. Driveways providing access to the front façade must be consolidated for adjacent dwellings.

iii. Consolidated driveways shall be tapered (i.e., narrower where they connect to the street and wider at the back to the driveway) to minimize the width of curb cuts and to enhance pedestrian safety.

iv. Individual driveways must be separated by at least 20' as measured from the edge of the driveway apron.

f. Solid Waste Provisions. The development application shall include a plan for access for solid waste and recycling collection service, indicating common or individual unit collection points with demonstrated access and turning space for solid waste vehicles

Table 20.410.050-1 Development Standards in Lower-density Residential Zones					
STANDARD	R-2	R-4	R-6	R-9	R-17
Minimum Lot Size ⁵	20,000 sf	10,000 sf	7,500 sf	5,000 sf	<u>2,000 sf</u>
Maximum Lot Size	30,000 sf	19,000 sf	10,500 sf	7,400 sf	<u>5,000 sf</u>
Maximum Lot Coverage	50%	50%	50%	50%	<u>65%</u>
Minimum Lot Width ⁵	100'	80'	50'	45'	<u>25'</u>
Minimum Lot Depth ⁵	100'	90'	90'	65'	<u>65'</u>
Minimum Setbacks					
Front yard	10'	10'	10' ⁶	10' ⁶	<u>10'⁶</u>
Rear and through yards ⁴	5'	5'	5'	5'	<u>5'</u>
Side yard	10'	7'	0' ¹ / _{5'} ²	0' ¹ / _{5'} ²	<u>0' ¹/_{5'} ²</u>
Street side yard	10'	10'	<u>10' ⁸/₈</u>	<u>10' ⁸/₈</u>	<u>8</u>
Garage/Carport from public/private street right-of-way or sidewalk easement	20'	20'	18'	18'	<u>18'</u>
Garage/Carport from alley ³	15'	10'	5'	5'	<u>5'</u>
Maximum Height	35'	35'	35'	35'	<u>35'</u>
Minimum Off-Street Parking Spaces	1	1	1	1	<u>1</u>
Minimum Landscaping Requirement (percentage of total net area)	10%	10%	10%	10%	<u>10%</u>

1 Subject to Chapter [20.910.050](#) VMC.

2 For each additional 10 feet of building height, or fraction thereof, over 25 feet, add 2 feet to the setback to a maximum of 10 feet on each side or rear yard.

3 There must be a minimum of 20' maneuvering space from entrance edge of the carport or garage to opposite edge of the alley.

4 A through lot will be treated as an interior rear yard, especially with respect to placement of principal and accessory structures, location of parking and height of fences only when there is no vehicular access to the abutting street. If access occurs then the through lot yard will be treated in all respects as a front yard.

5 Smaller lot sizes and dimensions may be allowed subject to VMC 20.920, Infill Development Standards.

6 Covered porches, eaves, bay windows, columns, or other structural extensions may extend up to 5-feet into the front setback or in accordance with 20.910.040.A.

C. Institutional development standards. Institutional uses such as colleges, schools, religious institutions, and emergency services facilities that locate within Low-Density Residential Districts shall comply with the following development standards:

1. For portions of an institutional campus abutting residentially-zoned property (not separated by a street):

a. Minimum setback: 35 feet.

b. Maximum height: 35 feet at the setback increasing one foot for every one foot of additional setback to a maximum of 75 feet.

c. Minimum landscaped buffering between the institutional use and residential development: 15 feet.

2. The development standards in subsection (1) above do not apply to existing buildings.

3. All other development standards on the institutional campus are the same as those in the underlying base zone except as follows:

a. Modified through a variance procedure per the requirements of Chapter [20.290](#) VMC alone or in conjunction with a Conditional Use procedure per the requirements of Chapter [20.245](#) VMC; or

b. Established as part of a Public Facilities Master Plan procedure per the requirements of Chapter [20.268](#) VMC.

D. Criteria for institutions as limited uses. As noted in Table 20.410.030-1 above, a school, religious institution, government building, fire station, child care center or emergency services facility is allowed as a limited use if it meets all of the criteria described below. An institution that does not comply with all of these criteria must be reviewed as a conditional use, except for school modular classrooms, which shall be permitted outright.

1. The site contains no more than 12 acres for an elementary school, not to exceed 75,000 gsf.
2. The site contains no more than two acres for a religious institution, not to exceed 30,000 gsf.
3. The site contains no more than one acre for a child care center, not to exceed 10,000 gsf.
4. The site takes its primary access from no less than a minor arterial.
5. If a religious institution also has a private elementary school, the total development shall not exceed 60,000 gsf and seven acres.

E. Criteria for Parks/Open Space as limited uses (Reserved for future use)

F. *Criteria for Placement of Manufactured Homes.*

1. General Provisions:

- a. Manufactured homes are permitted on individual lots in the R-2, R-4, R-6, and R-9 residential zones in accordance with the placement standards as set forth in this section and other provisions which apply to conventionally built dwellings.
- b. Nothing in these provisions shall be interpreted as superseding deed, covenants, or restrictions which are generally not enforced by the city.
- c. Existing manufactured home developments and manufactured home subdivisions are permitted and are not subject to the provisions of this chapter. An existing manufactured home in a development or subdivision may continue to lawfully exist and be replaced or can be relocated either to an approved manufactured home development or an approved manufactured home subdivision.
- d. A new manufactured home placed on an individual lot subsequent to the adoption of this ordinance, may be relocated as permitted by this title if within (5) five years of the date of the original placement.

2. Manufactured Home Placement Standards:

Except as allowed in subsections 1c and 1d above, all manufactured homes placed within the City of Vancouver shall comply with the following standards:

- a. Manufactured homes must meet the development standards of the base zone unless otherwise noted.
- b. The manufactured home must meet the definition of a “new manufactured home”, unless otherwise noted. A new manufactured home means any manufactured home required to be titled under Title [46](#) RCW, which was not titled to retail purchaser before July 1, 2005, and was not a “used mobile home” as defined in RCW [82.45.032\(9\)](#).
- c. The manufactured home must meet the requirements of a “designated manufactured home”. Provided that manufactured homes built to [42](#) USC Section 5401-5403 standards (as amended in 2000) must be regulated in the same manner as site built homes.

d. The manufactured home must meet the following requirements

1. Is comprised of at least two fully enclosed parallel sections each of not less than twelve feet wide by thirty-six feet long;
2. Was originally constructed with and now has a composition or wood shake or shingle, coated metal, or similar roof of not less than 3:12 pitch;
3. Has exterior siding similar in appearance to siding materials commonly used on conventional site – built building code single-family residences;

e. The manufactured home must comply with all local design standards applicable to all other homes within the neighborhood in which the manufactured home is to be located

f. The manufactured home be set on permanent foundation, as specified by the manufacturer, and that the space from the bottom of the home to the ground be enclosed by concrete or an approved concrete product which can be either load bearing or decorative.

g. The manufactured home must be thermally equivalent to the state energy code.

3. Review and Inspection:

a. City will review building permit applications and will issue appropriate zoning and building permits and conduct the installation inspection.

b. The Department of Labor and Industries is responsible for inspections including replacement, addition, modification, or removal of any equipment or installation and issuing permits under RCW Chapter [43.22](#). (Ord. M-4066 § 5, 2013; Ord. M-3959 § 24, 2010; Ord. M-3931 § 11, 2009; Ord. M-3922 § 20, 2009; Ord. M-3840 § 19, 2007; Ord. M-3709 § 5, 2005; Ord. M-3701 § 14, 2005; Ord. M-3663 § 13, 2004; Ord. M-3643, 2004)

Chapter 20.420

HIGHER DENSITY RESIDENTIAL DISTRICTS

{Recommended changes for R-50 standards underlined and in yellow. Changes for the affordable housing density bonus in green}

Sections:

[20.420.010 Purpose.](#)

[20.420.020 Zoning Districts.](#)

[20.420.025 Higher Density Residential Zone Function and Location Criteria.](#)

[20.420.030 Uses.](#)

[20.420.040 Minimum and Maximum Densities.](#)

[20.420.050 Development Standards.](#)

[20.420.060 Commercial Development Restrictions.](#)

20.420.010 Purpose.

Promote a range of housing choices while preserving neighborhood livability and protecting the consumer's choices in housing. These districts are designed to promote medium- to high-density residential neighborhoods. Housing types include manufactured homes, duplexes, rowhouses, and multi-unit structures. A mix of nonresidential uses, such as professional office and limited commercial, civic, and institutional uses, is permitted outright or conditionally subject to provisions to minimize adverse impacts, if any, on the residential character. However, the encouragement of mixed uses should not result in a predominance of business or commercial uses in areas designated for residential development by the Comprehensive Plan. (Ord. M-3709 § 6, 2005)

20.420.020 Zoning Districts.

A. R-18: Higher-Density Residential District. The R-18 zoning district is designed to accommodate attached homes such as duplexes and rowhouses, and garden-type apartments at densities up to 18 units per acre and a minimum lot size of 1,800 square feet per unit. Professional office uses are permitted under certain circumstances. Some retail, civic and institutional uses are allowed conditionally. This zone consolidates the R-18 and OR-18 zones as of March 11, 2004.

B. R-22: Higher-Density Residential District. The R-22 zoning district is designed to accommodate rowhouses, garden-type apartments, and lower-density multi-dwelling structures at densities up to 22 units per acre and a minimum lot size of 1,500 square feet per unit. Professional office uses are permitted under certain circumstances. Some retail, civic and institutional uses are allowed conditionally. This zone consolidates the R-22 and OR-22 zones as of March 11, 2004.

C. R-30: Higher-Density Residential District. The R-30 zoning district is designed to accommodate multi-dwelling structures at densities up to 30 units per acre, ~~a minimum lot size of 1,500 square feet per unit~~. Professional office uses are permitted under certain circumstances. Some retail, civic and institutional uses are allowed conditionally. This zone consolidates the R-30 and OR-30 zones as of March 11, 2004.

D. R-35: Higher-Density Residential District. The R-35 zoning district is designed to accommodate multi-dwelling structures at densities up to 30 units per acre ~~a minimum lot size of 1,200 square feet per unit~~. Professional office uses are permitted under certain provisions. Some retail, civic and institutional uses are allowed conditionally. (Ord. M-4034 § 11, 2012; Ord. M-3922 § 21, 2009; Ord. M-3730 § 11, 2005; Ord. M-3663 § 14, 2004; Ord. M-3643, 2004)

E. R-50: Higher-Density Residential District. The R-50 zoning district is designed to accommodate multi-dwelling structures at densities up to 50 units per acre a minimum lot size of 800 square feet per unit. Professional office uses are permitted under certain provisions. Some retail, civic and institutional uses are allowed conditionally.

Comment: Change to general descriptions of the multi-family zones recommended by staff to avoid confusion by expressing intent primarily in terms of density per acre rather than minimum lot size, which is only occasionally applicable in the less dense MFR districts and not at all in the more dense MFR districts which are not divided into individual lots for sale.

20.420.025 Higher Density Residential Zone Function and Location Criteria.

A. *R-18 (Higher Density Residential) Zone Location Criteria.* The R-18 designation is most appropriate in areas with the following characteristics and relationships to the surrounding area:

1. Areas occupied by a substantial amount of multifamily development, but where factors such as narrow streets, on-street parking congestion, local traffic congestion, lack of alleys and irregular street patterns restrict local access and circulation and make a lower intensity of development desirable.
2. Areas where properties are well-suited to multifamily development, but where adjacent single-family developments or public open space make a transitional scale of development (height and bulk) desirable. There should be a well-defined edge such as an arterial, open space, change in block pattern, topographic change or other significant feature that provides physical separation from the single-family area. (This is not a necessary condition where

existing moderate scale multifamily structures have already established the scale relationship with abutting single-family areas).

3. Properties must have access from collector or arterial streets, such that vehicular travel to and from the site is not required to use local access streets through lower density residential zones.

B. *R-22 (Higher Density Residential) Zone Location Criteria.* The R-22 designation is most appropriate in areas with the following characteristics and relationships to the surrounding area:

1. Areas already developed predominantly to the permitted R-22 density and where R-22 scale is well established.
2. Areas with close proximity and pedestrian connections to neighborhood services, public open spaces, schools and other residential amenities.
3. Properties that are adjacent to existing business and commercial areas with comparable height and bulk, or where a transition in scale between areas of larger multifamily and/or commercial structures and smaller multifamily development is desirable.
4. Areas well served by public transit and having direct access to arterials, such that vehicular traffic is not required to that pass through lower density residential zones; street widths must be sufficient to allow for two (2) way traffic and on-street parking in accordance with City street standards.
5. Areas with significant topographic breaks, major arterials or open space that provide a separation and transition to Lower Density Residential areas.

C. *R-30 (Higher Density Residential) Zone Location Criteria.* The R-30 designation is most appropriate in areas with the following characteristics and relationships to the surrounding area:

1. Areas that are already developed predominantly to the permitted R-30 density, or areas that are within an urban center, or identified in an adopted sub-area plan as appropriate for higher density multifamily housing.
2. Properties in close proximity to major employment centers, open space and recreational facilities.
3. Areas with well-defined edges such as an arterial, open space, change in block pattern, topographic change or other significant feature providing sufficient separation from adjacent areas of small scale residential development, or areas should be separated by other zones providing a transition in the height, scale and density of development.
4. Areas that are served by major arterials, where transit service is good to excellent, and where street capacity could absorb the traffic generated by higher density development.

5. Principal streets in the area shall be sufficient to allow for two (2) way traffic and parking on both sides of the street. Vehicular access to the area shall not require use of streets passing through lower density residential zones.

6. Areas of sufficient size to promote a high quality, higher density residential environment with close proximity (and good pedestrian connections) to public open spaces, neighborhood oriented commercial services, and other residential amenities.

D. *R-35 (Higher Density Residential) Zone Location Criteria.* The R-35 designation is most appropriate in areas generally characterized by the following development characteristics of the area and relationship to the surrounding area:

1. Areas that are developed predominantly to the intensity permitted by the R-35 zone, or areas located within an urban center, or defined in a subarea plan adopted by the City as appropriate for higher density multi-family housing.

2. Areas of sufficient size to promote a high quality, higher density residential environment with close proximity (and good pedestrian connections) to public open spaces, neighborhood oriented commercial services, other residential amenities, major employment centers, open space and recreational facilities.

3. Properties adjacent to business and commercial areas with comparable height and bulk.

4. Properties in areas along arterials where topographic changes either provide an edge or permit a transition in scale with surroundings.

5. Areas that are served by major arterials and where transit service is good to excellent and street capacity could absorb the traffic generated by high density development. (Ord. M-3730 § 12, 2005)

E. *R-50 (Higher Density Residential) Zone Location Criteria.* The R-50 designation is most appropriate in areas generally characterized by the following development characteristics of the area and relationship to the surrounding area:

1. Areas that are located within an urban center, defined in a subarea plan, or other location generally appropriate for higher density multi-family housing.

2. Areas of sufficient size to promote a high quality, higher density residential environment with close proximity (and good pedestrian connections) to public open spaces, neighborhood oriented commercial services, other residential amenities, major employment centers, open space and recreational facilities.

3. Properties near business and commercial areas that are or can be developed with compatible height and bulk.

4. Properties in areas along arterials where topographic changes either provide an edge or permit a transition in scale with surroundings.

5. Areas that are served by major arterials and where transit service is good to excellent and street capacity could accommodate the traffic generated by high density development.

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](#) 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	R-50
RESIDENTIAL					
Household Living	P	P	P	P	P
Group Living	P	P	P	P	P
Home Occupation	L ³	L ³	L ³	L ³	L³
HOUSING TYPES					
Single Dwelling Units, Attached	p ^{4, 25}	p ^{4, 25}	p ^{4, 25}	X	X
Single Dwelling Units, Detached	p ^{4, 25}	p ^{4, 25}	p ^{4, 25}	X ⁵	X⁵
Accessory Dwelling Units	p ¹	p ¹	p ¹	p ¹	p^{1, 24}
Duplexes	p ⁴	p ⁴	p ⁴	p ⁴	p⁴
Multi-Dwelling Units	p ⁴	p ⁴	p ⁴	p ⁴	p⁴
Manufactured Home Developments	L ⁷	L ⁷ /X	L ⁷ /X	L ⁷ /X	L⁷/X
Designated Manufactured Home	L/X ²³	X	X	X	X
New Manufactured Home	L ²³	X	X	X	X
CIVIC (Institutional)					
Basic Utilities	C	C	C	C	C
Colleges	C	C	C	C	C
Community Centers	C	C	C	C	C
Community Recreation	C ⁸	C ⁸	C ⁸	C ⁸	C⁸
Cultural Institutions	P/C ⁹	P/C ⁹	P/C ⁹	P	P
Day Care					

1 Subject to the provisions of Chapter [20.810](#) VMC, Accessory Dwelling Units.

- 2** 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 VMC [20.895.040](#), Community Recreation and Related Facilities.
- 7** Subject to the provisions of Chapter [20.880](#) VMC, Manufactured Home Parks. Manufactured Home Developments established prior to July 1, 2005 are exempt from the standards of VMC [20.420.050\(G\)](#), Criteria for Placement of Manufactured Homes, 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 Chapter [20.260](#) VMC Planned Development that meets overall minimum density standards for the applicable zone.
- 8** Subject to the additional provisions in VMC [20.895.040](#).
- 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** The language for this footnote has been deleted.
- 13** Community, regional parks and trails that meet all of the development standards in VMC [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 VMC [20.420.050\(F\)](#) are permitted by right; all others require conditional use approval. Child care centers permitted by right shall be consistent with Chapter [20.840](#) VMC, 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-breakfast 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 VMC [20.420.060](#). Existing commercial uses permitted if legally established prior to code effective date. However, alterations and expansions shall be subject to Chapter [20.245](#) VMC (Conditional Use Permits).

18 Subject to the provisions in VMC [20.895.030](#).

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](#) VMC, except sale of fireworks prohibited in residential zones.

22 Subject to the provisions of Chapter [20.890](#) VMC, Wireless Communication Facilities.

23 A “designated manufactured home” is exempt from the development standards of VMC [20.420.050\(G\)](#) 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 five years of the date of the original placement.

24 Permitted only as existing non-conforming uses.

25. Subject to provisions in VMC 20.410 applying to the R-17 zoning district

(Ord. M-4255 § 7, 2018; Ord. M-4254 § 3(CC), 2018; Ord. M-4223 § 4, 2017; Ord. M-4187 § 6, 2016; Ord. M-4105 § 3, 2014; Ord. M-4071 § 8, 2014; Ord. M-4066 § 5, 2013; Ord. M-4035 § 3, 2012; Ord. M-4024 § 7, 2012; Ord. M-4002 § 6, 2011; Ord. M-3959 § 25, 2010; Ord. M-3931 § 12, 2009; Ord. M-3840 § 20, 2007; Ord. M-3730 § 13, 2005; Ord. M-3709 § 7, 2005; Ord. M-3701 § 15, 2005; Ord. M-3663 § 15, 2004; Ord. M-3643, 2004)

20.420.040 Minimum and Maximum Densities.

A. *Purpose.* The purpose of this section is to establish minimum and maximum densities in each residential zoning district. To ensure the quality and density of development envisioned, the maximum density establishes the ceiling for development in each zoning district based on a units per acre standard. To ensure that property develops at or near the density envisioned for the zone, the minimum density for each zoning district is set as just above the maximum density of the next less intense zone.

B. *Minimum and maximum densities.* The minimum and maximum densities for the Higher Density Residential Districts are contained in Table 20.420.040-1.

Table 20.420.040-1. Minimum and Maximum Densities

Zoning District	Minimum and Maximum Net Density
R-18	12 – 18 units per acre
R-22	18.1 – 22 units per acre
R-30	22.1 – 30 units per acre
R-35	30.1 – 35 units per acre
<u>R-50</u>	<u>35.1 – 50 units per acre</u>

C. *Exceptions.* The following exceptions are permitted to the density provisions for the higher density residential zoning districts contained in Table 20.420.040-1 above:

1. Minimum lot size/ and maximum density calculations:

a. Lots developed before March 11, 2004, are exempt from the requirements for minimum density. However, if a site is completely redeveloped, the new development must comply with the minimum density requirements contained in Table 20.420.040-1 above.

b. When the maximum density contains a fraction of a unit, the applicant must round to the nearest whole unit. For calculations of X.1 – X.4, this means rounding down to the next whole unit; for calculations of X.5 – X.9, this means rounding up to the next whole unit.

2. Minimum density:

a. When the minimum density contains a fraction of a unit, the applicant must round to the nearest whole unit. For calculations of X.1 – X.4, this means rounding down to the next whole unit; for calculations of X.5 – X.9, this means rounding up to the next whole unit.

b. On sites that contain critical or sensitive areas, all or a portion of those areas may be deducted from the net building area before the minimum and maximum densities are calculated at the discretion of the development applicant.

3. *Planned Developments*. See VMC Chapter [20.260.060](#) (Development Standards – Item 4) for additional exceptions to lot size requirements. (Ord. M-3931 § 13, 2009; Ord. M-3840 § 21, 2007; Ord. M-3730 § 14, 2005; Ord. M-3701 § 15, 2005; Ord. M-3643, 2004)

4. Affordable Housing Density Bonus

a. Housing projects devoted entirely to housing affordable to households earning 80% of less of Area Median Income (AMI) and providing guarantee acceptable to the Planning Official that such units will remain affordable at this level for 50 years may increase the maximum net density requirement of the underlying zone by the following amounts.

ii. Up to 50% in the R-2, R-4, R-6, R-9, and R-17 zones.

ii. Up to 100% in the R-18, R-22, R-30, and R-50 zones.

b. These density increases may not be used to exceed underlying zoning district requirements for permitted structure or use types, building heights, or other development regulations.

20.420.050 Development Standards.

A. *Compliance Required*. All developments must comply with:

1. All of the applicable development standards contained in the underlying zoning district, except where the applicant has obtained variances in accordance with Chapter [20.270](#) VMC Site Plan Review.

2. All other applicable standards and requirements contained in this title.

B. *Development standards*. Development standards in residential zoning districts are contained in Table 20.420.050-1. These apply to all primary dwellings and accessory buildings on the site. For additional regulations governing accessory buildings, see Chapter [20.902](#) VMC.

Table 20.420.050-1 Development Standards					
Standard	R-18	R-22	R-30	R-35	R-50
Minimum Lot Size	1,800 sf ¹	1,500 sf ¹	1,500 sf ¹	1,200 sf ¹	800 sf ¹
Maximum Lot Coverage	50%	50%	50 55%	50 60%	70%
Minimum Lot Width	20'	20'	20'	20'	20'
Minimum Lot Depth	50'	50'	60'	60'	60'
Minimum Setbacks					
Front yard	10'	10'	10'	10'	10'
Rear and Through lot yard	0' ² /5'	0' ² /5'	0' ² /5'	0' ² /5'	0' ² /5'
Side yard	0' ² /5'	0' ² /5'	0' ² /5'	0' ² /5'	0' ² /5'
Street side yard	10'	10'	10'	10'	5'
Garage/carport from public/private street right-of-way or sidewalk easement	18'	18'	18'	18'	18'
Garage/carport from alley	5' ⁴	5' ⁴	5' ⁴	5' ⁴	5' ⁴
Maximum Height	50'	50'	50'	60'	70'
Minimum Landscaping Requirement (percentage of total net area)	10%	10%	10%	10%	10%

1 Provided the required residential density is met on an overall project basis.

2 See requirements for zero lot line developments pursuant to Section [20.910.050](#) VMC.

3 This footnote has been deleted.

4 There must be a minimum of 20' maneuvering space from entrance edge of garage/carport to approved edge of alley

C. *Institutional development standards.* Institutional uses such as colleges, schools and religious institutions that locate within higher density residential districts shall comply with the following development standards:

1. For portions of an institutional campus abutting residentially-zoned property (not separated by a street):
 - a. Minimum setback: 35 feet.
 - b. Maximum height: 35 feet at the setback increasing one foot for every one foot of additional setback to a maximum of 90 feet.
 - c. Minimum landscaped buffering between the institutional use and residential development: 15 feet.
2. The development standards in Subsection (1) above do not apply to existing buildings.
3. All other development standards on the institutional campus are the same as those in the underlying base zone except as;
 - a. Modified through a Variance procedure per the requirements of Chapter [20.290](#) VMC; or
 - b. Established as part of a Public Facilities Master Plan procedure per the requirements of Chapter [20.268](#) VMC.

D. *Pedestrian development standards.* The following additional development standards apply for multi-family projects with more than two buildings on a site.

1. Each building in the complex shall have at least one direct pedestrian connection to the street even when separated from the street by an off-street parking lot. This pedestrian access shall be the most direct route between the building's main entrance and the street. Whenever possible, the main pedestrian connection shall not cross a parking lot or driveway.
2. There shall be pedestrian connections among residential buildings and from each residential building to indoor and outdoor communal facilities, e.g., recreation room, swimming pool, and parking lots, carports or garages.
3. The following design standards shall apply to this pedestrian circulation system:
 - a. The circulation system must be hard-surfaced and at least 5' wide.
 - b. Where the system crosses driveways, parking areas or loading areas, the system must be clearly identifiable through the use of striping, elevation changes, speed bumps, different paving material or other similar method.
 - c. Where the pedestrian connection is parallel and adjacent to a parking lot or driveway, the system must be a raised path or be separated from the auto travel lane by a curb, bollards, landscaping or other physical barrier. If the connection also provides access to a parking lot, at

least one access ramp from the connection to the parking lot must be provided that meets ADA standards for accessibility for the disabled.

d. The on-site circulation system must be lighted to a level sufficient for use by residents and their visitors after dark. Such lighting shall be directed in such a manner to prevent glare into nearby residential units.

E. Criteria for Parks/Open Space as limited uses.(Reserved for future use)

F. *Criteria for institutions as limited uses.* As noted in Table 20.420.030-1 above, schools, child care centers, and religious institutions are allowed as limited uses in Higher Density residential districts if they meet all of the criteria described below. An institution that does not comply with all of these criteria must be reviewed as a Conditional Use, except for school modular classrooms, which shall be permitted outright.

1. The site contains no more than 12 acres for an elementary school, not to exceed 75,000 gsf.

2. The site contains no more than two acres for a religious institution, not to exceed 30,000 gsf.

3. The site contains no more than one acre for a child care center, not to exceed 10,000 gsf.

4. The site takes its primary access from a street with no less than a minor arterial designation.

5. If a religious institution also has a private elementary school, the total development shall not exceed 60,000 gsf and seven acres.

G. *Criteria for Placement of Manufactured Homes.*

1. General Provisions:

a. Manufactured homes are permitted on individual lots in the R-18 residential zones in accordance with the placement standards as set forth in this section and other provisions which apply to conventionally built dwellings.

b. Nothing in these provisions shall be interpreted as superseding deed, covenants, or restrictions which are generally not enforced by the city.

c. Existing manufactured home developments and manufactured home subdivisions are permitted and are not subject to the provisions of this chapter. An existing manufactured home in a manufactured home development or subdivision may continue to lawfully exist and be replaced or can be relocated either to an approved manufactured home development or an approved manufactured home subdivision.

d. Except that a manufactured home placed on an individual lot subsequent to the adoption of this ordinance, may be relocated as permitted by this title if within (5) five years of the date of the original placement.

2. Manufactured Home Placement Standards:

All manufactured homes placed within the City of Vancouver shall comply with the following standards:

a. Manufactured homes must meet the development standards of the base zone unless otherwise noted.

b. The manufactured home must meet the definition of a “new manufactured home” unless otherwise noted. A new manufactured home means any manufactured home required to be titled under Title [46](#) RCW, which was not titled to retail purchaser before July 1, 2005, and was not a “used mobile home” as defined in RCW [82.45.032](#).

c. The manufactured home must meet the requirements of a “designated manufactured home”. Provided that manufactured homes built to [42](#) USC Section 5401-5403 standards (as amended in 2000) must be regulated in the same manner as site built homes.

d. The manufactured home must meet the following requirements.

1. Is comprised of at least two fully enclosed parallel sections each of not less than twelve feet wide by thirty-six feet long;

2. Was originally constructed with and now has a composition or wood shake or shingle, coated metal, or similar roof of not less than 3:12 pitch;

3. Has exterior siding similar in appearance to siding materials commonly used on conventional site –built building code single-family residences;

e. The manufactured home must comply with all local design standards applicable to all other homes within the neighborhood in which the manufactured home is to be located.

f. The manufactured home be set on permanent foundation, as specified by the manufacturer, and that the space from the bottom of the home to the ground be enclosed by concrete or an approved concrete product which can be either load bearing or decorative.

g. The manufactured home must be thermally equivalent to the state energy code.

3. Review and Inspection:

a. City will review building permit applications and will issue appropriate zoning and building permits and conduct the installation inspection.

b. The Department of Labor and Industries responsible for inspections including replacement, addition, modification, or removal of any equipment or installation and issuing permits under RCW Chapter [43.22](#).

H. Additional Development Standards for Single Family Homes

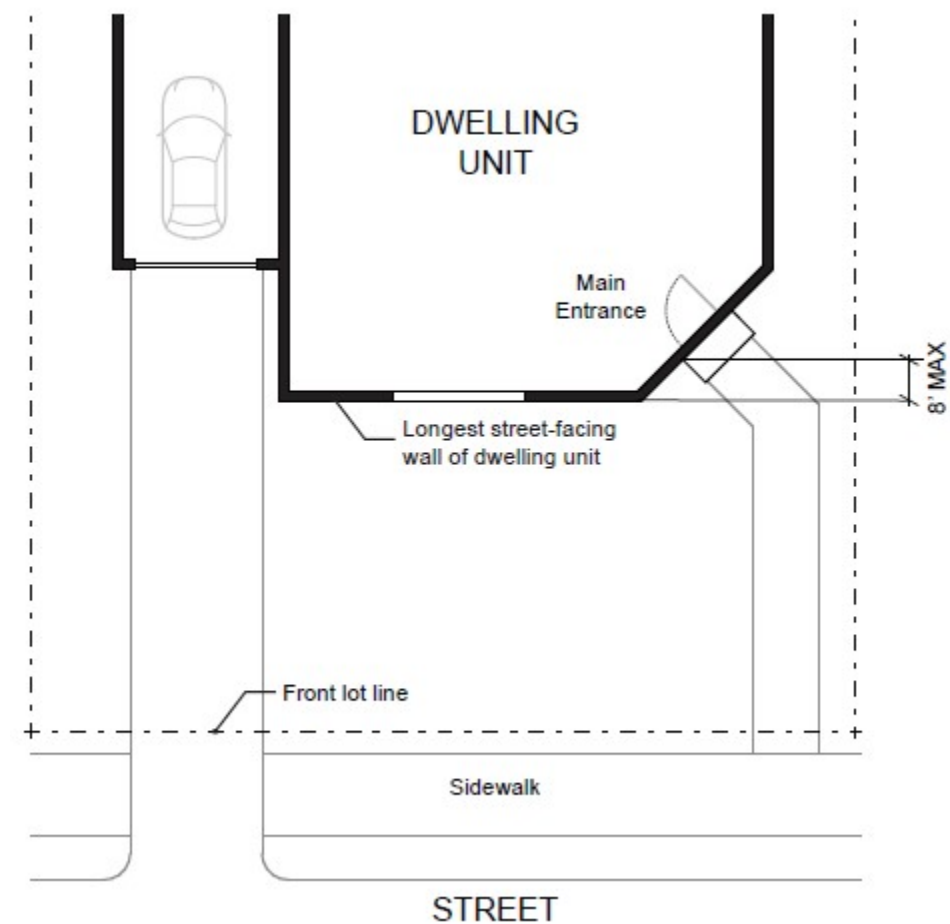
1. Additional standards for single family home development within the R-18, R-22 and R-30 Zoning Districts. The following standards are in addition to the requirements in Table 20.420.050-1.

a. Garages. The width of the garage door facing the street may be up to 50 percent of the width of the street-facing building façade or 10' in length, whichever is greater. Garage limitations do not apply to residential development accessed through rear alleys, or where the garage is located in the rear of the lot.

b. Main Entrances. Main entrances shall be visible from the street and must:

1. Have a porch or entry

2. Face the street or be oriented at an angle of not more than 45 degrees from the street-facing façade. Corner lot homes may face either street.



c. Front Façade Variety. Duplicative front facades of detached single family structures facing the same street are prohibited. Sufficient differences can be achieved through at least three of the following design features:

1. Varied or staggered front setbacks, with variations of at least five feet,

2. Different building heights, with the two heights varying by at least five feet.

3. Varied rooflines such as hipped or pitched roofs,

4. Different window opening locations and designs

5. Different garage location, configuration, and design

d. Alleys. Where alleys are present, all garages and on-site parking shall be accessible from the alley. In R-17 zones, single-family residential developments shall utilize rear alley-loading as follows:

i. Alleys shall be required for developments on sites of four acres or larger where the proposed average new lot size is less than 3,000 square feet unless the application demonstrates and the Planning Official agrees that alleys are unfeasible due to significant site constraints such as significant variations in topography, irregular site shape, or presence of natural resource constraints

ii. Alleys are encouraged in all other cases

e. Compliance with Narrow Lot Development Standards. Developments within the R-17 zoning district shall be subject to [VMC 20.927, Narrow Lot Development Standards](#), with the exception of VMC 20.927.040.A.5.d garage width standards. }

f. Location and configuration of driveways. Driveways shall be located to preserve space for on-street parking by meeting one of the following requirements.

i. For housing units or developments on corner lots, off-street parking areas shall be accessed on the back façade or located in the rear yard. No off-street parking shall be allowed in the front yard or side yard.

ii. Driveways providing access to the front façade must be consolidated for adjacent dwellings.

iii. Consolidated driveways shall be tapered (i.e., narrower where they connect to the street and wider at the back to the driveway) to minimize the width of curb cuts and to enhance pedestrian safety.

iv. Individual driveways must be separated by at least 20' as measured from the edge of the driveway apron.

g. Solid Waste Provisions. The development application shall include a plan for access for solid waste and recycling collection service, indicating common or individual unit collection points with demonstrated access and turning space for solid waste vehicles

{Comment: For clarity and visibility for applicants, requirements that single family home development in multi-family zones follow single family home standards of VMC 20.410 is listed out rather than just referred to by footnote}

(Ord. M-4066 § 5, 2013; Ord. M-3931 § 14, 2009; Ord. M-3730 § 15, 2005; Ord. M-3709 § 8, 2005; Ord. M-3701 § 16, 2005; Ord. M-3663 § 16, 2004; Ord. M-3643, 2004)

20.420.060 Commercial Development Restrictions.

Commercial uses. General office, medical office, personal and sales-oriented retail services, eating and drinking establishments, and other nonresidential uses may be allowed in the Higher Density residential districts as part of a mixed use building or site pursuant to VMC [20.430.060](#). (Ord. M-4034 § 12, 2012; Ord. M-3730 § 16, 2005; Ord. M-3698 § 3, 2005; Ord. M-3643, 2004)

Chapter 20.945

PARKING AND LOADING

{changes for state mandated parking reductions underlined and highlighted in yellow. Changes for R-50 standards in green}

{Staff Comment:

The state mandated parking reductions for different types of housing are particularly complicated given the differing mandates with varied definitions covering varied geographies for the different housing types. See below table for comparison:

Mandated Parking Reductions

Type of housing identified by statute	Current City Parking Requirement	New State Mandate	Recommended New City Standard
Market Rate Multi-family housing	1.5 spaces per unit	0.75 spaces per unit, or one space per bedroom, if located within ¼ mile of transit stop with 15 minute service intervals	0.75 spaces per unit if located within ¼ mile of transit line with 35 minute service intervals, 1.0 spaces per unit elsewhere
Very affordable housing (50% AMI)	1.5 spaces per unit	0.75 spaces per unit, or one space per bedroom, if located within ¼ mile of transit stop with 30 minute service intervals	0.75 spaces per unit for affordable (60% AMI) housing citywide.
Senior housing (undefined)	1.0 spaces per resident, no staff or visitor parking required	Zero spaces per residence, if located within ¼ mile of transit stop with 15 minute service intervals, although staff or visitor parking can be required	0.75 space per employee plus one visitor space per 10 residents citywide.
Disabled persons housing (undefined)	1.5 spaces per unit, no staff or visitor parking required	Zero spaces per residence, if located within ¼ mile of transit stop with 15 minute service intervals, although staff or visitor parking can be required	0.75 space per employee, plus one visitor space per 10 residents, citywide

The staff rationale for the recommended new city standards is as follows:

- The affordable, senior and disabled persons housing reductions are recommended to be applied citywide rather than only near transit in recognition that there are limited number of such facilities, their parking needs will be less than that of conventional housing, supporting and facilitating these facilities strongly aligns with housing choice goals, and that applying

the reductions citywide limits administrative burdens and interpretive questions raised by the different distances to transit, and the different frequencies of transit service

- *Broadening the application of the affordable housing parking reduction to projects affordable at 60% of AMI and below rather than the state mandated 50% AMI threshold is intended to align with other city and Title 20 standards using the 60% threshold.*
- *For the market rate parking reduction, lowering minimum requirements from the current 1.5 spaces per unit to 0.75 spaces per unit may be too large a change on a citywide basis, so the reduction to 0.75 was limited to areas near transit. Service intervals of 35 minutes rather than 15 minutes are recommended in order to match other Title 20 standards using the 35 minute threshold. C-Tran's website indicates that the Vine, 25, 30, 32, 37, 60, 65, 71, 80 and 92 bus lines provide daily service at 35 minute or better frequencies, while only the Vine and 37 provide 15-minute frequencies. Attached is link to the [system map](#).*
- *Staff is researching whether independent senior facilities warrant a different parking reduction than other types of senior housing because many residents drive and will have parking needs. Since The statute does not appear to allow requiring resident parking for any type of senior facility, it may be appropriate to only apply the independent senior living parking reduction to a narrower area near transit.}*

0.945.070 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 percent in new nonresidential 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 percent if the required conditions detailed in VMC [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 VMC 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 seven percent 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 five percent 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 square feet 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 square feet, and shall have at least 10 percent and no more than 25 percent 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 five percent 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.

~~d. Reductions allowed under this section may not be applied to the following uses:~~

- ~~1. Market-rate multi-family housing.~~
- ~~2. Housing for very low and extremely low income households (earning under 60% median area income per VMC).~~
- ~~3. Housing for seniors.~~
- ~~4. Housing for people with disabilities.~~

3. A request to reduce the required minimum parking more than 20 percent is subject to a Type II Variance procedure.

F. *Parking in City Center (CX) Zone.* The following minimum requirements shall apply, in accordance with VMC [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
<u>Multi-Family Housing, market rate and low-income</u>	<u>0.75 space/dwelling unit</u>
<u>Senior Housing, and Housing for Persons with Disabilities</u>	<u>0 spaces for residential units</u> <u>0.75 space per employee¹ plus one visitor space per 10 residents</u>
<u>All Other</u> Residential Uses	1 space/dwelling unit
Transient lodging	1 space/living unit
Congregate care facilities <u>for non-senior residents</u>	1 space/two (2) living units
All other uses	1 space/1,000 sq. ft. of floor area

1. The number of employees based on maximum number of employees present at any given time (i.e., during the largest shift of employees)

G. *Parking in Transit Overlay District.* Developments located within the Transit Overlay District may be subject to special parking standards contained in Chapter [20.550](#) VMC.

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 percent. 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 Table 20.945.070-1 and shall only be for the total area of additions in excess of 25 percent 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.

Use	Minimum
Table 20.945.070-2. Minimum Off-Street Vehicle Parking Requirements	
RESIDENTIAL	
Household Living	See Housing Types below
Group Living	1 space/7 residents served under age 12

Use

Minimum

Table 20.945.070-2. Minimum Off-Street Vehicle Parking Requirements

	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	None
Duplexes	1.0/DU
<u>Market rate Multi-Family Dwelling Units</u>	1.5 0.75/DU if located within 1/4 mile of frequent transit line, ⁶ 1.0/DU if located 1/4 mile or further from a frequent transit line
<u>Housing for low income households earning under 60% median area income</u>	<u>0.75/DU</u>
Manufactured Home Subdivisions	1.0/DU
Manufactured Home Parks	1.0/DU
<u>Senior Housing facilities and Housing for People with Disabilities</u>	<u>0 spaces for residential units</u> <u>0.75 space per employee⁷ plus one visitor space per 10 residents</u>
CIVIC (Institutional)	
Basic Utilities	None

Use**Minimum****Table 20.945.070-2. Minimum Off-Street Vehicle Parking Requirements**

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
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	
Postal Service	1:300

Use	Minimum
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Table 20.945.070-2. Minimum Off-Street Vehicle Parking Requirements

Use	Minimum
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 classrooms
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

Use

Minimum

Table 20.945.070-2. Minimum Off-Street Vehicle Parking Requirements

Indoor Entertainment	
- Movie/Live Performance Theaters	1.0/6 seats or 12' of 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 1,000 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

Use

Minimum

Table 20.945.070-2. Minimum Off-Street Vehicle Parking Requirements

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 1,000 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	No less than 2
- Elec. Vehicle Recharging Station	None
Office	
- General	1/400
- Medical	1/200
- Extended	1/300
Non-Accessory Parking	NA
Self-Service Storage	Based on area of office
Marina	
INDUSTRIAL	

Use	Minimum
-----	---------

Table 20.945.070-2. Minimum Off-Street Vehicle Parking Requirements

Use	Minimum
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 projects shall provide on-site parking at a minimum rate of one space per dwelling unit.

6 Frequent transit service means a bus rapid transit or other high capacity transit corridor, or transit corridors with existing weekday peak service frequencies of 35 minutes or less, as indicated in the C-Tran 2018-2033 Transit Development Plan.

7. The number of employees based on maximum number of employees present at any given time (i.e., during the largest shift of employees).

New Chapter 20.955

Cottage Cluster Housing

20.950.010 Purpose.

These standards are intended to allow groups of small-scale cottages around common areas in single or multi-family zoning districts in a manner promoting accessible housing and community interaction. The individual homes are smaller and shorter than what is allowed in the underlying zoning district, but they may be built at a higher density.

20.920 Applicability.

- A. Permitted zones and required minimum project size. Cottage Cluster housing developments shall be allowed on properties 20,000 square feet or larger in size, in the R-17, R-9, R-6, R-4 and R-2 zoning districts.
- B. Permitted Uses. Cottage Cluster development uses shall be limited to attached and detached single family homes and associated outbuildings, public or private open space, and parking areas. Duplexes or attached single family homes may constitute no more than 20% of the total number of units. Home Occupations pursuant to [VMC 20.860](#) shall be permitted only if there are no employees residing off-site. Accessory dwelling units pursuant to [VMC 20.810](#) shall be permitted only if located entirely within the single family homes.
- C. The narrow lot development standards in [VMC 20.927](#) and R-17 zoning district standards of [VMC 20.410](#) shall not apply to cottage housing developments.

20.930 Site Development and Design Standards

- A. General Standards.
 - 1. Cottage housing developments may be allowed at up to two hundred percent (200%) of the maximum density of the underlying zone, including any accessory dwelling units.
 - 2. Cottage housing developments shall contain a minimum of four (4) and a maximum of twelve (12) units in a cluster; provided, that a cottage development may contain up to two (2) clusters.
 - 3. Each single- family cottage shall not exceed 1,600 square feet in total floor area, and each duplex cottage 3,000 square feet. Floor areas of attached or detached garages and outbuildings shall count towards these size limits, with the exception of the first 200 hundred square feet of garage or outbuilding per single family cottage, or 400 square feet per duplex.
 - 4. Building heights may not exceed 25 feet within 50 feet of the project site perimeter, and 30 feet elsewhere in the site. Roofs higher than 18 feet shall be pitched at a ratio of at least 6:12.
 - 5. Covered porches shall be at least 60 s.f., with no dimension less than 5 feet

6. Buildings shall be set back at least 10 feet from the nearest public or private road, and at least five feet from other buildings. Building setbacks to exterior property lines shall be that of the underlying zoning district.

B. Cottage Orientation. Cottages must be clustered around a common courtyard and must meet the following standards.

1. At least 75% of the cottage units shall be located within 25 feet of a common courtyard, and shall have covered porches and main entries which face the common courtyard.
2. The Planning Official may at their discretion grant exceptions as needed to allow cottages abutting a public street at the site perimeter to face the street, and as needed in cases of very narrow or unusually configured project parcels may reduce the required percentage of lots located within 25 feet of the common courtyard to 50%.

C. Common Courtyard Design Standards. Each cottage cluster must share a common courtyard in order to provide a sense of openness and community of residents. Common courtyards must meet the following standards.

1. The common courtyard must contain a minimum of 200 square feet of usable open or congregating space per cottage units within the associated cluster.
2. The common courtyard must be generally square or round, and no narrower than 15 feet wide at its narrowest dimension.
3. The common courtyard shall be developed with a mix of landscaping, lawn area, pedestrian paths, and/or paved courtyard area, and may also include recreational amenities. Impervious elements of the common courtyard shall not exceed 50 percent of the total common courtyard area.
4. Pedestrian paths must be included in a common courtyard. Parking areas, required setbacks, and driveways do not qualify as part of a common courtyard.

D. Required Parking and Parking Design

1. Required spaces. Each dwelling unit shall include at least one parking space within the project area. On street parking spaces abutting the project area may be counted towards this requirement.
2. Common Parking Areas. Parking may be located adjacent to an individual unit or in a common parking area. Common parking areas are subject to the following standards.
 - a. Cottage cluster projects with fewer than 12 cottages are permitted parking clusters of not more than 5 contiguous spaces.
 - b. Cottage cluster projects with 12 cottages or more are permitted parking clusters of not more than 8 contiguous spaces.
 - c. Parking clusters must be separated from other spaces by at least 4 feet of landscaping.
 - d. Clustered parking areas may be covered.
3. Parking location, access and screening.
 - a. Off-street parking areas with 5 or more spaces shall not be located within 20 feet from any property line that abuts a street other than an alley;
 - b. No off-street parking space or vehicle maneuvering area is permitted between a property line that abuts a street (other than an alley) and the front façade of cottages located closest to that property line.

- c. No off-street parking space is permitted within 10 feet of any other property line external to the cottage cluster, except property lines abutting an alley. Driveways and drive aisles are permitted within 10 feet of other external property lines.
- d. Sight-obscuring landscaping, fencing, or walls at least three feet in height shall separate clustered parking areas and parking structures from common courtyards and property lines external to the cottage cluster.

E. Pedestrian Access.

- 1. A pedestrian path must be provided that connects the main entrance of each cottage to the following:
 - a. The common courtyard;
 - b. Shared parking or solid waste storage areas;
 - c. Community buildings; and
 - d. Sidewalks in public rights-of-way abutting the site or rights-of-way if there are no sidewalks.
- 2. The pedestrian path must be hard-surfaced and a minimum of 3 feet wide.

F. Community Buildings. Cottage cluster projects may include community buildings for the shared use of residents that provide space for accessory uses such as community meeting rooms, guest housing, exercise rooms, day care, community eating areas, community gardens, or picnic shelters. Community buildings must meet the following standards.

- 1. Each cottage cluster is permitted one community building.
- 2. The community building shall have a maximum floor area of 1,200 sf.

G. Maintenance of Common Areas. The development application shall include a plan for ongoing maintenance of shared or common areas, including a mechanism for ensuring that the maintenance plan will be implemented.

H. Solid Waste Provisions. The development application shall include a plan for access for solid waste and recycling collection service, indicating common or individual unit collection points with demonstrated access and turning space for solid waste vehicles

20.940 Approval Process.

Cottage Cluster housing projects shall be reviewed under [VMC 20.320](#), subdivision, where individual lots are proposed to be owned separately, or as a Type II review subject to [VMC 20.270](#), Site Plan Review, where common ownership of lots is proposed.

{Comment. The following definitions should be added to VMC Code Section 20.150:

A. Dwelling. Cottage Cluster. A grouping of detached or attached dwelling units that includes a common courtyard. Cottage clusters are not multiple-unit dwellings.

B. Cottage Cluster Development. A site with one or more cottage clusters. Each cottage cluster as part of a cottage cluster project must have its own common courtyard. Cottages may be on the same lot or parcel or each cottage may be on its own lot or parcel.

C. Common Courtyard. A common area for use by residents of a cottage cluster or other type of residential development. A common courtyard may function as a community yard. Hard and soft landscape features may be included in a common courtyard, such as but not limited to pedestrian paths, lawn, groundcover, trees, shrubs, patios, benches, recreational amenities, community gardens, gazebos or other usable features.

D. Community Building. A building intended for the shared use of residents in a development (such as a cottage cluster) that provides space for accessory uses such as community meeting rooms, guest housing, exercise rooms, day care, community eating areas, community gardens, swimming pools, or picnic shelters.}

Chapter 20.925

LANDSCAPING

{Recommendations for setback standards for new apartments abutting existing single family homes are underlined and highlighted in yellow}

Sections:

- 20.925.010 Purpose.**
- 20.925.020 Applicability.**
- 20.925.030 General Provisions.**
- 20.925.040 Protection of Existing Vegetation.**
- 20.925.050 Installation Requirements.**
- 20.925.060 Street Trees.**
- 20.925.070 Buffering, Screening and Open Storage.**
- 20.925.080 Interior Parking Areas.**
- 20.925.090 Re-vegetation.**
- 20.925.100 Water Conservation Standards.**
- 20.925.110 Landscape Plan Requirements.**
- 20.925.115 Certificate of Landscaping Installation.**

20.925.010 Purpose.

A. *Purpose.* The intent of this Chapter is to ensure that all new or substantially remodeled buildings, accessory uses and parking lots are provided with landscaping to ameliorate air and noise pollution; to afford protection from wind and inclement weather protection; and to regulate open storage to protect and enhance property values and make the City a more aesthetically pleasing place to live and work.

B. The City recognizes the aesthetic, ecological and economic values of landscaping to:

Establish and protect vegetation in urban areas for aesthetic, health (e.g. improved air quality, reduction in atmospheric carbon dioxide, etc.) and urban wildlife reasons;

Reduce stormwater runoff pollution, temperature, and rate and volume of flow;

Promote compatibility between land uses by reducing the visual, noise and lighting impacts of specific development on users of the site and abutting uses;

Aid in energy conservation by providing shade from the sun and shelter from the wind; and

Restore natural communities through reestablishment of native plants. (Ord. M-3643, 01/26/2004)

20.925.020 Applicability.

Applicability. The provisions of this Chapter shall apply to all development including the construction of new structures, the remodeling of existing structures where the landscaping is nonconforming, as outlined in Chapter [20.930](#) VMC, Nonconforming Situations, and to any changes of use which result in the need for increased on-site parking or loading requirements or otherwise change the access requirements.

Landscape plan. A landscape plan prepared in accordance with Section [20.925.110](#) VMC and [20.770](#) VMC shall be submitted to the Planning Official for review and approval. The plan shall be drawn to scale and shall be approved prior to land use approval.

Review procedures. Landscape plans shall be reviewed in conjunction with the associated land use application. In the event that the landscape plan is proposed as a separate action, the Planning Official shall approve, approve with conditions, or deny a plan submitted under the provisions of this Chapter by means of a Type I procedure, per Chapter [20.210](#) VMC, Decision-Making Procedures. (Ord. M-4179 § 89, 10/17/2016; Ord. M-3643, 01/26/2004)

20.925.030 General Provisions.

A. *Landscaping requirements.* Landscaping shall be provided and maintained per Table 20.925.030-1 and 20.925.030-2 of this section.

Table 20.925.030-1. Minimum Landscaping and Buffer Setback Standards

Zoning of Proposed Development (Buffer width is the setback for the commercial and industrial zoning districts)													
Required street trees and parking area landscaping do not count towards these requirements except as allowed by the street tree and parking code sections.		Lower Density Residential ³		Higher Density Residential ³		Commercial and Mixed Use ¹		Industrial ¹					
		R-2, R-4, R-6, R-9, <u>R-17</u>		R-18, R-22, R-30, R-35, <u>R-50</u>		CN, CC, CG, HX and MX only		OCI		IL A		IH	
Zoning Of Land Abutting Development Site		Separated from site by a street	Not separated by a street	Separated from site by a street	Not separated by a street	Separated from site by a street	Not separated by a street	Separated from site by a street	Not separated by a street	Separated from site by a street	Not separated by a street	Separated from site by a street	Not separated by a street
Lower Density Residential	R-2, R-4, R-6, R-9, <u>R-17</u>	None	None	L2 10-ft	<u>L3</u> 5-ft ⁶	L2 10-ft	L4 10-ft	L2 10-ft	L4 10-ft	L3 20-ft	L4 in 40-ft ⁵ L5 in 50-ft ⁵	L3 20-ft	L4 in 40-ft ⁵ L5 in 50-ft ⁵
Higher Density Residential	R-18, R-22, R-30, R-35, <u>R-50</u>	None	<u>L3</u> 5-ft ⁶	L1 10-ft	L1 5-ft	L2 10-ft	L4 10-ft	L2 5-ft	L2 5-ft	L3 20-ft	L4 in 40-ft ⁵ L5 in 50-ft ⁵	L3 20-ft	L4 in 40-ft ⁵ L5 in 50-ft ⁵
Commercial and Mixed Use	CN, CC, CG, MX	L1 10-ft	<u>L3</u> 5-ft ⁶	L2 10-ft	L3 5-ft	L2 10-ft	L1 ² 0-5 ft	L2 5-ft	L1 ² 0-5 ft	L2 10-ft	L3 5-ft	L2 10-ft	L3 10-ft
Industrial	OCI	L1 10-ft	L3 5-ft	L1 10-ft	L3 5-ft	L2 10-ft	L1 ² 0-5 ft	L2 5-ft	L1 ² 0-5 ft	L2 10-ft	L3 5-ft	L2 10-ft	L3 10-ft
	IL, A,	L1 10-ft	L3 5-ft	L2 10-ft	L3 5-ft	L2 10-ft	L2 5-ft	L2 5-ft	L1 ² 0-5 ft	L2 10-ft	L1 5-ft	L2 10-ft	L3 10-ft
	IH	L1 10-ft	L3 5-ft	L2 10-ft	L3 5-ft	L2 5-ft	L3 5-ft	L2 5-ft	L3 5-ft	L2 10-ft	L3 10-ft	L2 10-ft	L1 ² 0-5 ft

Zoning of Proposed Development (Buffer width is the setback for the commercial and industrial zoning districts)													
Required street trees and parking area landscaping do not count towards these requirements except as allowed by the street tree and parking code sections.		Lower Density Residential ³		Higher Density Residential ³		Commercial and Mixed Use ¹		Industrial ¹					
		R-2, R-4, R-6, R-9, <u>R-17</u>		R-18, R-22, R-30, R-35, <u>R-50</u>		CN, CC, CG, HX and MX only		OCI		IL A		IH	
Zoning Of Land Abutting Development Site		Separated from site by a street	Not separated by a street	Separated from site by a street	Not separated by a street	Separated from site by a street	Not separated by a street	Separated from site by a street	Not separated by a street	Separated from site by a street	Not separated by a street	Separated from site by a street	Not separated by a street
Resource (County)	FR-80, FR-40, AG-20, AG-WL, Park /WL	L1 10-ft	L3 50-ft	L2 10-ft	L3 50-ft	L2 10-ft	L2 5 ft	L2 5-ft	L3 10-ft	L2 10-ft	L1 5-ft	L2 10-ft	L3 10-ft

1 Zero lot line developments shall comply with the standards and requirements of VMC [20.910.050](#).

2 If building is to be built on the property line there is no required buffer for that portion of the site.

3 Applies to multi-family site plan applications and the perimeter of land divisions not to individual single-family lot developments.

4 In case of conflict with yard, setback, landscape, screening, or buffer standards specified in other sections of Title [20](#), the stricter standard shall apply, except for plan districts where the district standards shall always apply even if less strict than the standards of this table.

5 Buffer widths abutting parking areas that are landscaped in accordance with the requirements of VMC [20.945.040\(I\)](#) can be reduced to 25 feet.

6 Where a directly abutting site not separated by a street is currently developed with a single-story residential structure, the minimum setback is 5-ft plus one (1) additional foot for each three (3) feet of proposed building height above 35 feet, up to a maximum setback of 15 feet. The additional setback for buildings above 35 feet in height applies only to the portions of those buildings above 35 feet.

Table 20.925.030-2. Landscaping and Screening Design Standards¹

Type	Name	Description	Minimum Shrubs Based on Buffer Depth	Minimum Trees	Wall or Berm or Fence Required – Standards
L1	General (for open areas)	Used where distance is primary means of separating uses or development, and landscaping enhances area between them	a. 10 ft or less = None b. Over 10 ft = 2 high or 3 low shrubs per 400 sq. ft. landscaped area	a. One tree per 30 lineal ft b. One tree per 800 sq. ft.	None
L2	Low Screen	Distance and low-level screening intended to separate uses or development. Applied where low level screening sufficiently reduces the impact of a use or development, or where visibility between areas is more important than a greater visual screen.	Continuous screen 3 ft high, 95% opaque year-round. 3+ gallon containers or equivalent with spread 18+ inches.	One tree per 30 lineal ft of landscaped area or as needed to provide a tree canopy over the landscaped area	3 ft high masonry wall or F2 fence or a berm may substitute for shrubs
L3	High Screen	Physical and visual separation between uses or development principally using screening. Used where full	Enough shrubs to form a 6-ft high buffer screen 95% opaque year-round; 5+ gallon containers or		6 ft F1 or F2 high wall or fence with or without berm may substitute for shrubs

Type	Name	Description	Minimum Shrubs Based on Buffer Depth	Minimum Trees	Wall or Berm or Fence Required – Standards
		separation is warranted by impacts of proposed development, notwithstanding loss of direct views.	equivalent with spread of 30+ inches		
L4	High Wall	Used where extensive screening of visual and noise impacts is needed to protect abutting sensitive uses and/or there is little space for separation between uses.	Four high shrubs required per 30 lineal ft of wall		6 ft F2 high wall required
L5	High Berm	Used instead of L4 where extensive screening is warranted and more space is available for separation between uses.	L2 low shrubs on top of berm so total screen height = 6 ft		4 – 6 ft high berm required. If under 6 ft high, plant L2 low shrubs on top of berm so overall screen height is 6 ft.
F1	Partially Sight-Obscuring Fence	Partial visual separation applied where a proposed use or development has little impact, or where visibility between areas is more important than a total visual screen.			6 ft high – at least 50% sight-obscuring – wood, metal, chain link with slats, bricks, masonry or other permanent materials.
F2	Fully Sight-Obscuring Fence	Full visual separation where complete			6 ft. high – 100% sight-obscuring – made of wood,

Type	Name	Description	Minimum Shrubs Based on Buffer Depth	Minimum Trees	Wall or Berm or Fence Required – Standards
		screening is needed to protect abutting uses, and landscaping alone cannot provide that separation.			metal, bricks, masonry or other permanent materials – no chain link fences with slats or similar construction.

1 Additional Requirements:

L1, L2, L3, L4, L5 – Groundcover plants, grass lawn or approved flowers must fully cover the landscaped area not in shrubs or trees.

L2, L3 – When applied along street lot lines, the screen or wall is to be placed along the interior side of the landscaped area.

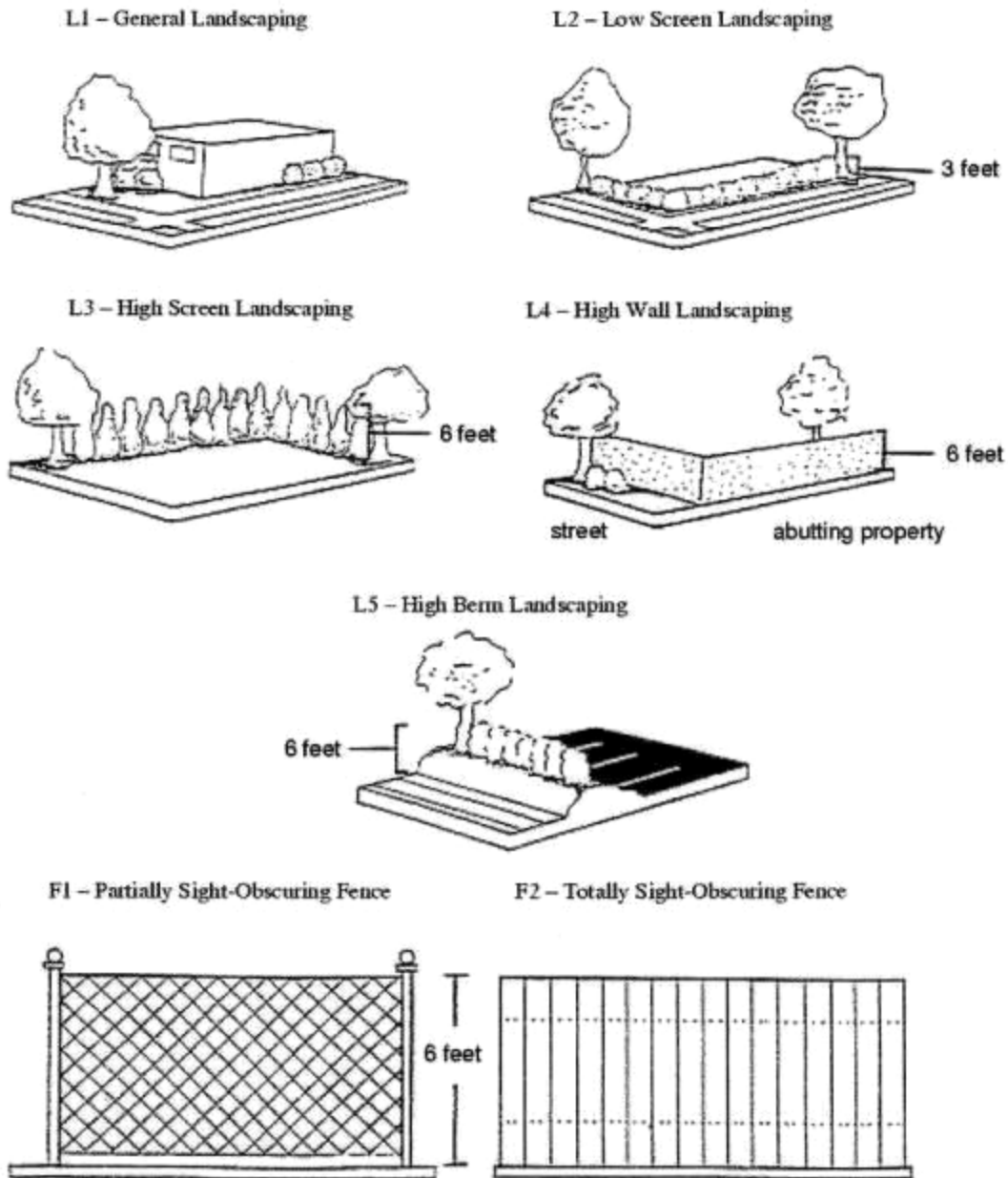
L4 – When abutting another property, the wall shall abut the property line. When abutting a street or road right-of-way, the wall shall be on the interior side of the landscaped area.

L1 – Within the commercial districts where a building is to be placed at the buffer line for a front setback, concrete or brick pavers may be used in place of the required groundcover for the length of the building for the front setback only; provided, the required trees are still supplied, the paved area is connected to the public sidewalk, and pedestrian amenities are provided such as benches or pedestrian plazas. Building need not be placed at the required buffer line to utilize this section if the area between the buffer line and the building is devoted entirely to pedestrian only areas.

L1, L2, L3, L4, L5 – Groundcover plants to be placed not more than thirty (30) inches on center and thirty (30) inches between rows. Rows of plants shall be staggered for a more effective covering. Groundcover shall be supplied in a minimum four (4) inch size container or a two and one-quarter (2 1/4) inch container or equivalent if planted eighteen (18) inches on center.

Figure 20.925.030-1.

Figure 20.925.030-1



B. *Obligation to maintain.* Unless otherwise provided by the lease agreement, the owner, tenant and his agent, if any, shall be jointly and severally responsible for the maintenance of all landscaping and screening, which shall be maintained in good condition so as to present a healthy, neat and orderly appearance, shall be replaced or repaired as necessary, and shall be kept free from refuse and debris.

C. *Pruning required.* All plant growth in landscaped areas of developments shall be controlled by pruning, trimming or otherwise so that:

1. It will not interfere with the maintenance or repair of any public utility;
2. It will not restrict pedestrian or vehicular access;
3. It will not constitute a traffic hazard because of reduced visibility; and
4. Trees shall be pruned to provide at least 8' of clearance above sidewalks and 13' above a local street, 15' above a collector street, and 18' above an arterial street roadway surfaces.

D. *Installation requirements.* The installation of all landscaping shall be as follows:

1. All landscaping shall be installed according to accepted planting procedures;
2. The plant materials shall be of high grade, and shall meet the quality and size standards of the American Standards for Nursery Stock (ANSI Z60, 1-1986, as updated); and
3. Landscaping shall be installed in accordance with Section [20.925.050](#) VMC.
4. All landscaped areas shall be provided with an irrigation system or a readily available water supply with at least one outlet located within 50' of all plant material.
5. All landscaped areas shall be provided with a 6 inch curb which could include curb cuts, wheel stops or other protective measure to allow for stormwater flow as part of LID.
6. Landscaped areas shall have a minimum length or width dimension of 5 feet in order to count toward the minimum required landscaped area..

E. *Certificate of Occupancy.* Certificates of occupancy shall not be issued unless the landscaping requirements have been met or other arrangements have been made and approved by the city such as described in Section [20.909.020\(B\)](#) VMC.

F. *Care of landscaping along public rights-of-way.* Appropriate methods for the care and maintenance of street trees and landscaping materials shall be provided by the owner of the property abutting the rights-of-way, unless otherwise required for emergency conditions and the safety of the general public.

G. *Conditions of approval of existing vegetation.* The review procedures and standards for required landscaping and screening shall be specified in the conditions of approval during development review and in no instance shall be less than that required for site development.

H. *Height restrictions abutting public rights-of-way.* No trees, shrubs or plantings more than 18" in height shall be planted in the public right-of-way abutting roadways having no established curb and gutter.

I. *Sight visibility.* Sight visibility requirements of Chapter [20.985](#) VMC Vision Clearance shall be met. (Ord. M-4341 § 3 (Exh. B), 2021; Ord. M-4179 § 90, 2016; Ord. M-3931 § 30, 2009; Ord. M-3840 § 43, 2007; Ord. M-3701 § 31, 2005; Ord. M-3643, 2004)

20.925.040 Protection of Existing Vegetation.

Protection of existing vegetation. Existing vegetation on a site shall be protected as much as possible, and the protection of existing vegetation during development activities shall whenever possible, include open field or non-treed areas. Chapter [20.770](#) Tree, Vegetation, and Soil Conservation Ordinance contains additional standards for protection and retention of trees, vegetation, and soil.

Methods of protection. The developer shall provide methods for the protection of existing vegetation to be retained, such as protective fencing to remain during the construction process.

Remaining plants and undisturbed areas. Plants to be saved and areas not to be disturbed shall be noted on the landscape plans. The plan shall locate fencing used to protect vegetation and soils from damage during construction. (Ord. M-4179 § 91, 10/17/2016; Ord. M-3643, 01/26/2004)

20.925.050 Installation Requirements.

A. Minimum plant specifications.

1. All required trees shall be at least 2" in caliper and shrubs at least 1 gallon.
2. Trees shall optimize tree diversity; include native species and at last 60% conifers; utilize insect and disease resistant trees unless determined by the Planning Official as not appropriate for the site conditions.
3. Trees, shrubs, perennials, perennial grasses, and groundcovers shall be located and spaced to accommodate their mature size on the site.

B. Soils, soil conditioning and mulching.

1. A minimum of 12" depth of non-mechanically compacted soil shall be available for water absorption and root growth in planted areas.
2. A minimum of a 4" layer of porous mulch shall be applied to all exposed soil surfaces of non-turf areas within the landscape area. Plant types that are intolerant of mulch shall be exempt from this requirement. Non-porous material, such as plastic sheeting, shall not be placed under the mulch. However, porous landscape fabric is permitted.
3. Areas that have been cleared, graded, or compacted and that have not been covered by impervious surface, incorporated into a drainage facility or engineered as structural fill or slope shall be amended with organic matter. (Ord. M-4179 § 92, 10/17/2016- Effective 12/31/2016; Ord. M-3643, 01/26/2004)

20.925.060 Street Trees.

A. *Street trees required.* All development projects fronting on a public street or a private street approved after the adoption of this Title shall be required to plant street trees in accordance with the standards in VMC [20.925.060\(C\)](#).

B. *Street tree planting list.* Approval of any planting list shall be subject to review by the Planning Official, since certain tree species can damage utilities, streets and sidewalks.

C. *Size, and spacing and placement of street trees.* The specific spacing of street trees by size of tree shall be as follows:

1. One 2" caliper deciduous tree shall be provided for every 30' of frontage on a public or private street., provided that the Planning Official may adjust the spacing to accommodate access points or other obstructions;
2. The species selection and spacing of trees to be planted shall be such that it provides for the eventual mature size of the trees. Soil type, soil conditions and other site constraints shall be considered when selection species for planting;
3. No new utility pole location shall be established closer than 5' to any existing street tree;
4. Tree pits shall be located so as not to include utilities (e.g., water and gas meters) in the tree well;
5. On-premises utilities (e.g., water and gas meters) shall not be installed within existing tree well areas;
6. Street trees shall not be planted closer than 20' to light standards;
7. New light standards shall not be positioned closer than 20' to existing street trees except when public safety dictates, then they may be positioned no closer than 10';
8. Where there are overhead power lines, the street tree species selected shall be of a type which, at full maturity, will not interfere with the lines;
9. Trees shall not be planted closer than 2' from the face of the curb; and
10. Trees shall not be planted closer than 2' from any permanent hard surface paving or walkway:
 - a. Space between the tree and the hard surface may be covered by a nonpermanent hard surface such as bricks on sand, paved blocks and cobblestones; and
 - b. Sidewalk cuts in concrete for tree planting shall be at least 4' x 6' or 6' x 9', or larger depending on the space constraints and the mature size of the tree, to allow for air and water into the root area.

D. *Cut and fill around existing trees.* Existing trees may be used as street trees if no cutting or filling takes place within the drip-line of the tree unless an adjustment is approved by the Planning Official by means of a Type I procedure, per Chapter [20.210](#) VMC Decision-Making Procedures.

E. *Replacement of street trees.* Existing street trees removed by development projects or other construction shall be replaced by the developer with those types of trees approved by the Planning Official. The replacement trees shall be of a size and species similar to the trees that are being removed unless lesser sized alternatives are approved by the Planning Official.

F. *Granting of adjustments.* Adjustments to the street tree requirements may be granted by the Planning Official by means of a Type I procedure, as regulated in Chapter [20.210](#) VMC Decision-Making Procedures. (Ord. M-3847 § 14, 11/19/2007; Ord. M-3663 § 25, 08/02/2004; Ord. M-3643, 01/26/2004)

20.925.070 Buffering, Screening and Open Storage.

Buffering and screening of parking, solid waste containers, and open storage shall be required as follows:

A. *Parking lots.* All parking, loading and maneuvering areas including driveways and drive-through lanes shall be screened from view per the standards of [20.945.040](#)(l)(2) VMC.

B. *Screening of service facilities.* Except for one-family and two-family dwellings, any solid waste container or recycling or disposal area and ground-level service facilities such as gas meters and air conditioners which would be visible from a public street, parking area, or any residentially-zoned property shall be screened from view per the standards of [20.970](#) VMC by placement of a solid wood fence, evergreen hedge or masonry wall. All refuse materials shall be contained within the screened area.

C. *Open Storage.* Open storage, or storage not wholly within an enclosed building shall be required to meet the following requirements of Table 20.945.070-1

Table 20.925.070-1 Open Storage Standards	
District	Open Storage Requirement
R-2, R-4, R-6, R-9, R-17	Not allowed
R-18, R-22, R-30, R-35, R-50	Storage no higher than 5', screened by site-obscuring fence or evergreen hedge 6' in height
City Center District (CX)	Storage no higher than 5', screened on all sides by a site-obscuring fence or evergreen hedge 6' in height
OCI	Not allowed

Table 20.925.070-1 Open Storage Standards	
District	Open Storage Requirement
All other Commercial Districts	Same as for R-18, R-22, R-30, R-35
IL, IH	Open storage facing a street shall be screened
Open Space Districts	Not allowed except for agricultural implements

(Ord. M-3643, 01/26/2004)

20.925.080 Interior Parking Areas.

New developments and redevelopments shall provide interior parking lot landscaping per the standards of [20.945.040](#)(l)(3). (Ord. M-3643, 01/26/2004)

20.925.090 Re-vegetation.

When revegetation is required. Where natural vegetation has been removed through grading in areas not affected by the landscaping requirements and that are not to be occupied by structures, such areas are to be replanted as set forth in this Section to prevent erosion after construction activities are completed.

Preparation for re-vegetation. Topsoil removed from the surface in preparation for grading and construction is to be stored on or near the sites and protected from erosion while grading operations are underway.

1. Such storage may not be located where it would cause suffocation of root systems of trees intended to be preserved; and
2. After completion of such grading, the topsoil is to be restored to exposed cut and fill embankments or building pads and amended with compost to provide a suitable base for seeding and planting.

Methods of revegetation

1. Acceptable methods of re-vegetation include replanting with native trees, shrubs, and groundcover and hydro-mulching or the planting of rye grass, barley, or other seed with equivalent germination rates;

- a. The use of native trees, shrubs and groundcovers plant materials is encourages to reduce irrigation and maintenance demands;
- b. The use of lawn and turf should be minimal. Where lawn or turf grass is to be established, lawn grass seed or other appropriate landscape cover is to be sown at not less than 4 pounds to each 1,000 sq. ft. of land area;
- c. Other revegetation methods offering equivalent protection may be approved by the approval authority;
- d. Plant materials are to be watered at intervals sufficient to ensure survival and growth; and
- e. Employ other erosion control techniques as required in Chapter [14.24](#) VMC Erosion Control. (Ord. M-4179 § 93, 10/17/2016; Ord. M-3643, 01/26/2004)

20.925.100 Water Conservation Standards.

A. Water conservation standards.

1. *Applicability.* In order to ensure efficient water use in landscaped areas, the following standards shall be applied to all landscaping associated with office, commercial, industrial, institutional, parks and greenways, multiple family residential projects, and commonly-owned and/or maintained areas of single family residential projects.
2. *Exemptions.* These standards do not apply to landscaping in private areas of single-family projects. Parks, playgrounds, sports fields, golf courses, schools, and cemeteries are exempt from specified turf area limitations where a functional need for turf is established. All other requirements are applicable.
3. Plant selection and use limitation.
 - a. Minimize the amount of irrigated turf.
 - b. Turf, high-water-use plantings (e.g. annuals, container plants) and water features (e.g. fountains, pools) shall be considered high-water-uses and shall be limited to not more than 40% of the projects landscaped area if nondrought resistant grass is used, and no more than 50% of the landscaped area if drought resistant grass is used.
 - c. Plants selected in all areas not identified for turf or high-water-use plantings shall include native vegetation or be well suited to the climate, soils, and topographic conditions of the site, and shall be low water use plants once established.
 - d. Plants having similar water use shall be grouped together in distinct hydrozones and shall be irrigated with separate irrigation circuits.
 - e. No turf or high-water-use plants shall be allowed on slopes. Slopes shall be revegetated with native trees, shrubs, and groundcover.

f. No turf or high-water-use plants shall be allowed in areas 8' wide or less except public right-of-way planter strips.

g. No turf shall be installed with Tree, Vegetation, and Soil Protection Areas VMC [20.770](#).

B. *Water efficient landscape (xeriscape) standards.*

1. As an alternative to traditional landscaping, the City encourages the use of xeriscape practices, which minimize the need for watering or irrigation. Xeriscape principles can be summarized as follows:

- a. Using plants with low moisture requirements;
- b. Selecting plants for specific site microclimates that vary according to slope, aspect, soil, and exposure to sun and moisture;
- c. Using native, noninvasive, adapted plant species;
- d. Minimizing the amount of irrigated turf;
- e. Planting and designing slopes to minimize storm water runoff;
- f. Use of separate irrigation zones adjusted to plant water requirements and use of drip or trickle irrigation systems.
- g. Using mulch in planted areas to control weeds, cool the soil and reduce evaporation; and
- h. Emphasizing soil improvement, such as deep tilling, adding organic matter and other amendments based on soil tests.

2. *Appropriate plant species.* Trees and plants used in xeriscape plantings pursuant to this Section shall:

- a. Appropriate for the ecological setting in which they are to be planted;
- b. Have noninvasive growth habits;
- c. Encourage low maintenance and sustainable landscape design
- d. Be commercially available;
- e. Shall not be plant material that was collected in the wild; and
- f. Be consistent with the purpose and intent of this Section.

3. *Native vegetation.* Within xeriscape areas, a minimum of 50% native plants shall be used.

4. *Prohibited species.* The City shall maintain a list of prohibited species, which are invasive or noxious. Where such species already exist, their removal shall be a condition of development approval.

5. Additional planting standards

- a. For xeriscape areas, soil samples shall be analyzed to determine what soil conditioning or soil amendments should be used at the time of planting. Soil conditioning measures shall be adequate for the plant species selected.
- b. Trees, shrubs, perennials, perennial grasses and groundcovers shall be located and spaced to accommodate their mature size on the site.

6. *Plant replacement.* The developer shall maintain xeriscape plantings for a two-year period from the date of planting. Within the two-year period, the developer shall replace or otherwise guarantee any failed plantings:

- a. Dead or dying trees or shrubs shall be replaced; and
- b. Plantings of perennials, perennial grasses or groundcovers shall be replanted to maintain a maximum 20% mortality rate from the date of planting.

C. *Stormwater.* Applicants are encouraged to incorporate landscaping into the on-site stormwater treatment system to the greatest extent practicable. (Ord. M-4179 § 94, 10/17/2016; Ord. M-3643, 01/26/2004)

20.925.110 Landscape Plan Requirements.

A. *General.* Any development, except individual lots for single family or duplex structures, requiring landscape installation shall require the submission of a landscape development plan. The landscape development plan shall become part of the Site Plan required elsewhere in this Title for the purposes of review, approval, and compliance for any land use development permit, building permit and / or certificate of occupancy.

B. *Information Required.* Landscape plans shall contain the following information:

1. North arrow, scale, date, title, and name of owner;
2. Accurate site plan (at a scale of 1" = 20' or larger, or as appropriate for the scale of development) showing the location of property lines and their dimensions;
3. Existing and proposed water courses, drainage features, streets, sidewalks, utility lines and easements, and other public or semi-public improvements within or adjacent to the site;
4. Delineation of existing residential structures, if any, on adjacent properties;
5. All existing plant material to be removed or retained and delineation and specification of protection methods for plant materials to be retained;
6. Existing and proposed elevations at sufficient locations of the site to show drainage patterns;
7. Contour lines when the slope exceeds 6%;

8. Existing and proposed buildings and other structures, paved areas, curbs, walks, light standards, signs, fences and screen walls, and other permanent features to be added and/or retained on the site;
9. Calculation of total site area, setback areas, required buffer areas, paved vehicular use areas, required proportional landscape areas, and required plant quantities and types;
10. Location, type, and quantity of any soil amendments;
11. The location, approximate mature size, and type of all plant materials graphically depicted on the plan;
12. Complete description of plant materials shown on the plan, including common and botanical names, quantities, spacing, container or caliper size at installation, and mature height and spread;
13. Irrigation plans showing location and type of all outlets (spray, bubbler, drip, etc.); location and size of water meter or other connection; location, type, and installation details of backflow prevention device; and delineation of each watering zone or circuit; and
14. Landscape areas where xeriscape principles are to be applied shall be clearly delineated in the plan submittal; and native and nonnative species plants should be clearly distinguished.
(Ord. M-3643, 01/26/2004)

20.925.115 Certificate of Landscaping Installation.

A certificate from a licensed landscape architect shall be provided verifying that landscaping indicated on the final landscape plan has been installed. (Ord. M-4187, Added, 12/05/2016, Sec 4)

New Chapter 20.815

Micro Housing Units

20.955.010 Purpose

These standards are intended to allow smaller unit size apartments with shared kitchen and/or bathroom facilities in multifamily zoning districts.

20.955.020 Applicability

- A. Use Classification. Micro housing units are Multi-dwelling units included under the residential use type of Household Living.
- B. Zoning. Micro housing units are allowed by right in R-18, R-22, R-30, R-35, R-50 or as part of a mixed-use development in the CC, CG and CH zones

20.955.030 Required Provisions

- A. Kitchen Facilities. One or more of the following options shall be provided to ensure residents have access to facilities for cooking, refrigeration, and washing utensils:
 - 1. A community kitchen facility on each floor available for shared use by the residents of that floor; or
 - 2. Individual kitchens for the private use of the residents of the unit; or a combination of private and community kitchen facilities.
- B. Maximum Number of Bedrooms. Each living unit may have up to one bedroom that is separate from the remainder of living facilities within the unit.
- C. Unit Size. Units shall be between 120 and 400 square feet in size.
- D. Unit Density. Micro housing project densities shall be as allowed by underlying zoning designations, and not subject to density bonuses for affordable housing
- E. Bathrooms. A unit is not required to but may contain partial or full bathroom facilities. A partial bathroom facility means includes a toilet and sink; a full facility includes a toilet, sink, and bathtub or shower, or bathtub/shower combination. If a full bathroom facility is not provided in each room, common bathroom facilities must be provided that meet the standards of the Building Code for congregate residences with at least one full bathroom per floor.
- F. Parking. Micro housing units require 1 parking space per 2 dwelling units.
- G.

{ Comment. The following definitions should also be added to VMC Code Section 20.150 Use Definitions:

Micro housing: single room living units with a minimum floor area of 120 square feet offered on a monthly basis or longer where residents either can share bathroom and/or kitchen facilities or may have such facilities in their own unit. "Micro housing" does not include dwelling units, assisted living facility, bed and breakfast house, convalescent center, nursing home, facility housing individuals who are incarcerated as the result of a conviction or other court order, or secure community transition facility. }

Chapter 20.810

ACCESSORY DWELLING UNITS

{Recommended changes to ADU allowances for conversion or replacement of existing garages located within rear or sideyard setbacks are underline and highlighted in yellow}

Sections:

- 20.810.010 Purpose.**
- 20.810.020 Definition.**
- 20.810.030 Applicability.**
- 20.810.040 Development Standards.**
- 20.810.050 Submission Requirements.**
- 20.810.060 Conversion of Existing Accessory Structures.**

20.810.010 Purpose.

Purpose. The purpose of these code provisions for accessory dwelling units (ADUs) is to: (1) provide homeowners with flexibility in establishing separate living quarters within or adjacent to their homes for the purpose of caring for seniors, providing housing for their children or obtaining rental income; (2) increase the range of housing choices and the supply of accessible and affordable housing units within the community; and (3) ensure that the development of accessory dwelling units does not cause unanticipated impacts on the character or stability of single-family neighborhoods. (Ord. M-4209 § 2, 08/07/2017; Ord. M-3643, 01/26/2004)

20.810.020 Definition.

Accessory Dwelling Unit (ADU). One or more rooms with private bath and kitchen facilities comprising an independent, self-contained dwelling unit within or attached to a single-family dwelling or in a detached building on the same lot as the primary dwelling unit. An ADU is distinguishable from a duplex in that, unlike a duplex, it is clearly subordinate to the primary dwelling unit, both in use and appearance. (Ord. M-4209 § 2, 08/07/2017- Effective 09/06/2017; Ord. M-3931 § 25, 11/02/2009; Ord. M-3643, 01/26/2004).

20.810.030 Applicability.

A. *Accessory dwelling unit applicability.* ADUs shall be allowed as limited uses in all residential zoning districts (R-2, R-4, R-6, R-9, **R-17**, R-18, R-22, R-30, and R-35) if in compliance with all of the

development standards contained in Section 20.810.030 VMC below. ADUs shall not be allowed within nonresidential zoning districts or in the following circumstances:

1. On properties not containing a detached single-family dwelling
2. On properties containing activities requiring a home occupation permit pursuant to VMC 20.860.

B. *Approval process.* A proposed ADU shall be reviewed by means of a Type I procedure, pursuant to Section 20.210.040 VMC, subject to the development standards contained in Section 20.810.040 VMC below. An ADU use is not subject to Site Plan Review. (Ord. M-4209, Added, 08/07/2017, Sec 2)

20.810.040 Development Standards.

Development standards for accessory dwelling units. An ADU shall comply with the following standards:

A. *Configuration.* An ADU may be located either within, attached to, or detached from the primary structure.

B. *Density.* Only one ADU may be created in conjunction with each single-family residence.

C. *Minimum lot size.* An ADU may be established on any legally established parcel meeting applicable standards of this chapter.

D. *Maximum unit size.* The gross floor area, calculated from finished wall to finished wall. ADU shall not exceed 800 square feet or 50 % of the primary single-family structure, not including garage and/or detached accessory buildings (whichever is less). ADUs created entirely within existing basements may exceed 800 square feet provided they are not larger than the size of the remainder of the overall home.

E. *Minimum unit size.* The gross floor area of an ADU shall not be less than the requirements of the Washington State Building Code.

F. *Setbacks and lot coverage.* Additions to existing structures, or the construction of new detached structures, associated with the establishment of an ADU shall not exceed the allowable lot coverage or encroach into required setbacks as prescribed in the underlying zone. The applicable setbacks shall be the same as those prescribed for the primary structure, not those prescribed for detached accessory structures.

G. *Scale and visual subordination.* New detached ADUs, or ADUs extending from existing structures shall not comprise more than 50% of total visible façade area of the primary structure and other outbuildings not including the ADU, as seen from the front of the lot. ADUs shall be subject to a maximum height of 25 feet.

H. *Parking.* No additional on-site parking is required in conjunction with the establishment of an ADU.

I. *Design and appearance.* ADUs that are separate or extending from existing structures shall be architecturally compatible with the principal dwelling.

J. *Construction standards.* The design and construction of the ADU shall conform to all applicable standards in the building, plumbing, electrical, mechanical, fire, health and any other applicable codes. (Ord. M-4209 § 2, 08/07/2017; Ord. M-3959 § 38, 07/19/2010; Ord. M-3701 § 24, 05/02/2005; Ord. M-3643, 01/26/2004)

20.810.050 Submission Requirements.

The following information shall be submitted as part of an application for review:

A. *Application.* Completed and signed application provided by the Planning Official.

B. *Fee.* Fee pursuant to VMC 20.180.

C. *Site plan.* To-scale site plan showing the exact location of the primary residence and any accessory structures, parking, landscaping and setbacks.

D. *Floor plan.* Floor plan, drawn to scale, of entire house and accessory unit within the primary residence or within free-standing accessory structure.

E. *Elevations.* Elevations drawn to scale, of the accessory unit within the primary residence or within free-standing accessory structure. (Ord. M-4209 § 2, 08/07/2017; Ord. M-3643, 01/26/2004)

20.810.060 Conversion of Existing Accessory Structures.

A. *Conversion of an existing structure.* An existing garage structure or other outbuilding may be converted to an ADU provided that the structure complies with established setback standards for a primary structure, not accessory structure, as prescribed in the underlying zone, and complies with applicable building codes, and all other standards of this section. Conversion of such garage shall not result in the elimination of the requirement of one legal on-site parking space to serve the single family residence.

B. *Conversion of existing garages located in non-conforming setbacks.* Garages constructed before January 1, 2021 that are legally nonconforming as to side or rear yard setback may be eligible to be converted or replaced at their current location, provided that:

1. All applicable ADU, building, and other standards are met

2. Conversion or replacement structure or portion of the structure located within the setback does not exceed 15 feet in height. Conversions or replacements of garages shall not result in the elimination of the requirement of one legal on-site parking space to serve the single-family residence.

B. *Off-street parking requirements.* The off-street parking requirements for the primary residence shall be provided for elsewhere on the site in conformance with the setback, paving and other development standards described in VMC 20.945 Parking and Loading. (Ord. M-4209 § 2, 08/07/2017; Ord. M-3701 § 25, 05/02/2005; Ord. M-3663 § 20, 08/02/2004; Ord. M-3643, 01/26/2004)

Housing Code Updates



May 16, 2022 Vancouver City Council Workshop

Bryan Snodgrass, Principal Planner, and **Becky Coutinho**,
Associate Planner, Community Development Department

www.cityofvancouver.us/cdd/page/housing-code-updates

Workshop Agenda

- Staff review of Housing Code Updates background, process, and components:
 - New R-17 single family zoning district standards
 - New R-50 multi-family zoning district standards
 - State mandated parking reductions
 - State mandated affordable housing density bonus
 - New cottage cluster standards
 - Updated setbacks between MFR and SFR housing
 - New allowance for apartments with shared bath and kitchens
 - New allowance for ADUs in converted garages within setbacks
 - Building permit review incentives for aging in place features
- Council questions discussion

Workshop Goals

- Identify Council concerns, and any additional information or updated code language needed for June 13 First Reading and June 27 Public Hearing



Project Context

- Population growth, housing underproduction and rising housing costs- locally, regionally and statewide
- Regional affordable housing crisis exacerbated by the pandemic and associated impacts like a lack of childcare availability
- City residential development codes that have not fully adapted to changing circumstances and market trends
- Council priorities for equity, safety and climate action
- Statewide legislative changes in last several sessions related to housing supply and affordability, including mandates for local jurisdictions
- Upcoming Comprehensive Plan update that will develop a more comprehensive approach to housing strategy, including middle housing

Project Goals

- Increase housing options, particularly of smaller, less costly housing types, with incremental change envisioned to overall housing supply
- Make modest to moderate changes, and allow housing types already allowed elsewhere in Clark County or statewide
- Promote efficient development, maintain neighborhood livability with gradual rather than rapid change, and plan for the long term
- Support private market development of attainable housing
- Implement 2016 Affordable Housing Task Force recommendation
- Respond to housing needs and conditions discussed at March 28 Council workshop

Process thus far

- Ten Planning Commission and City Council workshops
- Meetings with 8 individual neighborhoods associations and two neighborhood umbrella groups (Alliance and Leaders)
- Four developer meetings, one meeting with housing providers and advocates
- On-line engagement through project website, neighborhood newsletter, Be Heard Vancouver
- All components recommended 6-0 by Planning Commission at April 12 hearing unless noted



New Single-Family R-17 Zoning District Standards

- Requires rezone approval, and land division approval, with hearings.
- Limits garage widths to $\frac{1}{2}$ front façade or 10 feet, requires front door, limits housing repetition, and facilitates alleys, for single family homes in the existing R-9, R-6 and multi-family districts in addition to new R-17.
- Allows duplexes, triplexes and fourplexes as well as SFR
- Requires compliance with existing city narrow lot standards, including provisions for utilities, parking, alley incentives
- Alleys required unless unfeasible for lots below 3,000 square feet, encouraged otherwise
- Home fronts required to vary between adjacent two homes only, not those across a street



Housing Code Updates- 7

New R-17 – Compliance with Narrow Lots Standards

VMC 20.927, Narrow Lot Developments, requires

- On/off site improvement plans addressing utilities, driveways and street trees
- One guest parking space per 3 lots
- Solid waste/recycling access plan
- Alley standards
- Shared driveway standards



Proposed New Multi-Family R-50 Zoning District

- Requires rezone with hearing, and site plan review to implement
- Allow apartments of densities up to 50 units per net acre maximum
- Increase maximum lot coverage and building height to provide more flexibility
- Decrease minimum parking requirement from 1.5 to 1 spaces/unit to be consistent with Citywide SFR standard. Also apply to other MFR zones. Projects can provide more parking if desired.



State Mandated Parking Reductions Near Transit

Housing Type	Current City	State Mandate	Recommended New City
Market Rate MFR	1.5 spaces/unit	0.75 spaces/unit within ¼ mile of transit stop with 15-minute service	0.75 spaces/unit within ¼ mile of transit line with 35-minute service intervals, 1.0 spaces/unit elsewhere
Very affordable housing (50% AMI)	1.5 spaces/unit	0.75 spaces/unit within ¼ mile of transit stop with 30-minute service	0.75 spaces/unit for affordable (60% AMI) housing citywide.
Senior housing	1.0 spaces/unit	Zero spaces/unit within ¼ mile of transit stop with 15-minute service. Can require guest and staff parking	0.75 spaces/employee plus one visitor space per 10 residents citywide.
Disabled	1.5 spaces/unit	Zero spaces/unit if within ¼ mile of transit stop with 15-minute service. Can require guest and staff parking.	0.75 spaces/employee, plus one visitor space per 10 residents, citywide

Mandated Density Bonus for Affordable Housing

- GMA requires allowing density bonus for long term affordable housing (defined in this case at 80% AMI for 50 years) owned or controlled by faith-based organizations
- Proposal would expand eligibility to any party providing a guarantee of meeting the threshold, with density bonus of:
 - 50% in single family zones
 - 100% in multi-family zones
- Bonus would not authorize types of structures or building heights not allowed by underlying zone. No apartments in single-family residential zones.



Cottage Cluster Housing

- Allow clusters of small cottages around common courtyards in single-family zones
- Limit density to twice underlying zoning.
- Allow 4-12 cottages with sloped roofs and porches. Limit single units to 1,600 sf and duplexes to 3,000 sf both with 25' height limit, with allowances for 30' in project interior.



Cottage Cluster Housing (cont.)

- At least 75% of cottage units must be near common courtyard that is generally square or round, and connected to it by pedestrian path
- Courtyard must be sized at 200 sf per cottage
- One parking space per cottage unit required. On-street parking credited.
- Requires public hearing if subdivision involved, site plan review with notice otherwise.



Setbacks for New Apartments Next to Existing Homes

- Current code requires new development in high density residential zones abutting lower density zones to be setback 5 feet from the property line, with 6-foot high shrub screen or fence
- Proposal requires additional one foot setback for every three feet of proposed building height over 35 feet, up to a maximum setback of 15 feet.
- Planning Commission split 3-3, with half wanting no change to existing requirement



Micro-housing – MFR with shared Kitchen and Bathroom

- Allow apartments with shared kitchen or bathroom facilities in multi-family zones
- Currently allowed only in medical or recovery context with on-site staff. Proposed to allow for apartments without staff.
- Planning Commission recommended by 4-2 with provision that micro-housing couldn't be combined with affordable housing density bonus



ADUs in Existing Garages within Setbacks

- Existing historic garages in setbacks can't be converted to ADUs.
- Proposal would allow replacement or conversion to ADUs provided building and planning standards met, and height of structure within setback limited to 15 feet.



New Homes to facilitate Aging-in-Place

- Incentivize new home construction to supports aging in place through wide doorways, first floor bathrooms, and zero-step entries
- Proposal would expedite building permit review timelines, provide information for applicants, and designate a staff contact
- Supported by Planning Commission but no formal vote since no zoning code change involved



Next Steps – Housing Code Updates

- First Reading June 13
- Public Hearing June 27
- Development of updated, comprehensive housing strategy through the Comprehensive Plan update



Questions and Discussion

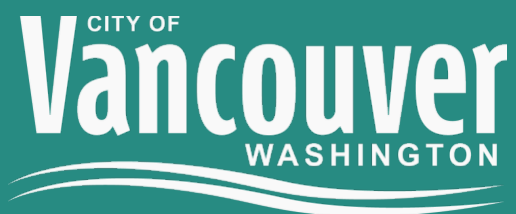
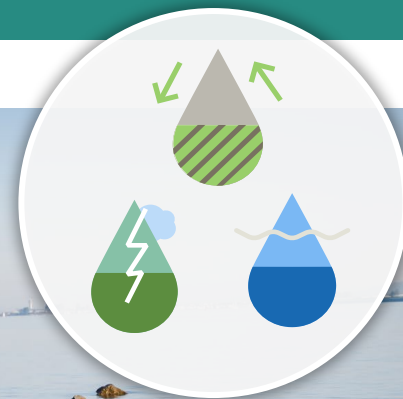
Bryan Snodgrass, Principal Planner, bryan.snodgrass@cityofvancouver.us,
360-487-7946

Becky Coutinho, Associate Planner, becky.coutinho@cityofvancouver.us,
360-487-7899

www.cityofvancouver.us/cdd/page/housing-code-updates



Water Resiliency Framework and Strategy



**City of Vancouver Water Resiliency Strategy
Capital Program and Financial Alternatives**

Lon Pluckhahn, Deputy City Manager
Chris Malone, Finance and Asset Manager
May 16, 2022

Presentation Overview

- April 18 Council Workshop Recap
- City Goals and Water Resiliency Framework
- Financing Option: Bonding
- Financing Option: Inside/Outside Multiplier
- Next Steps



Target Workshop Outcomes

- Policy direction needed:
 - Utilize bonding when it makes financial sense.
 - Adjusting inside/outside rate multiplier from 1.5 to 1.25.

April 18 Council Workshop Recap

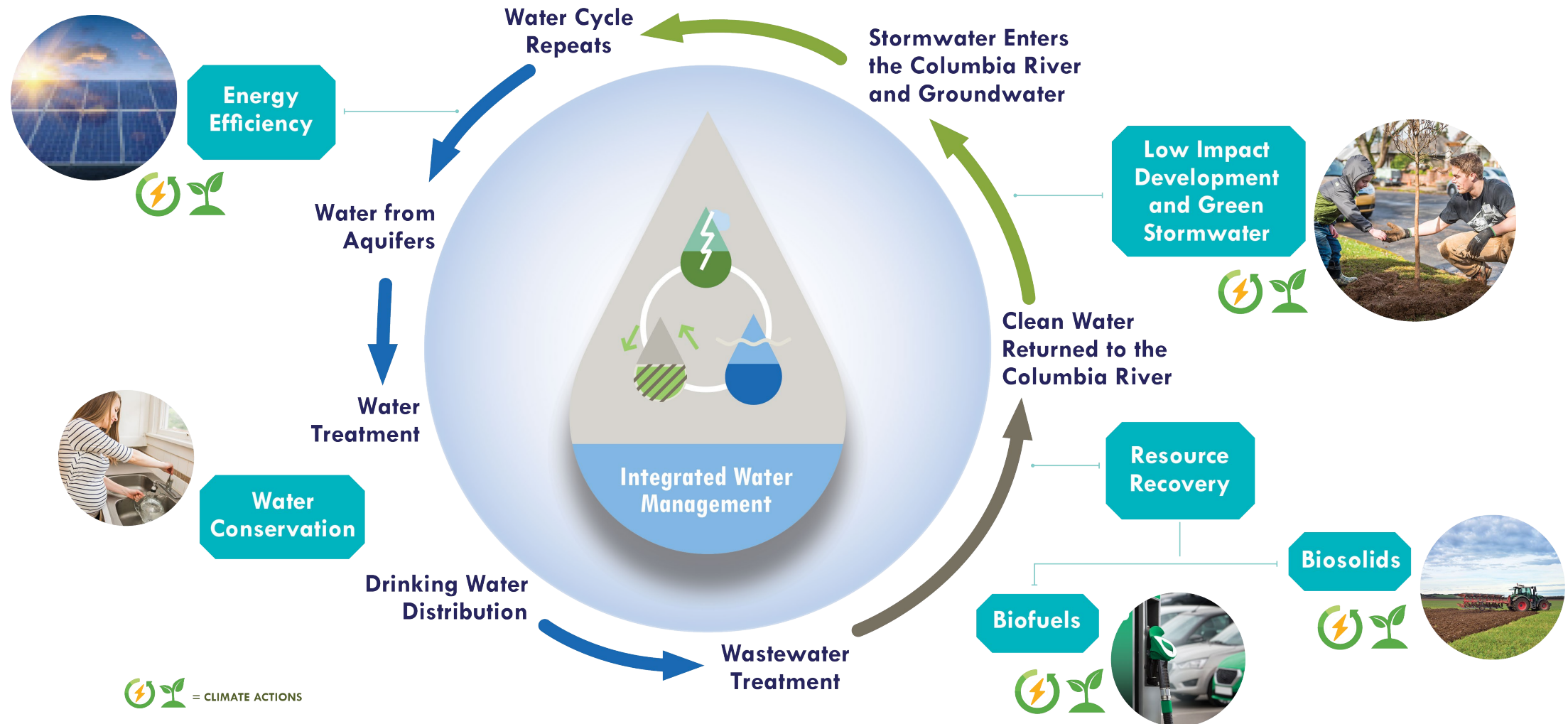
- CIP Needs Overview
- Proposed SDC Changes
- Questions/Comments from Councilors



Strategic Alignment of Water Resiliency Framework

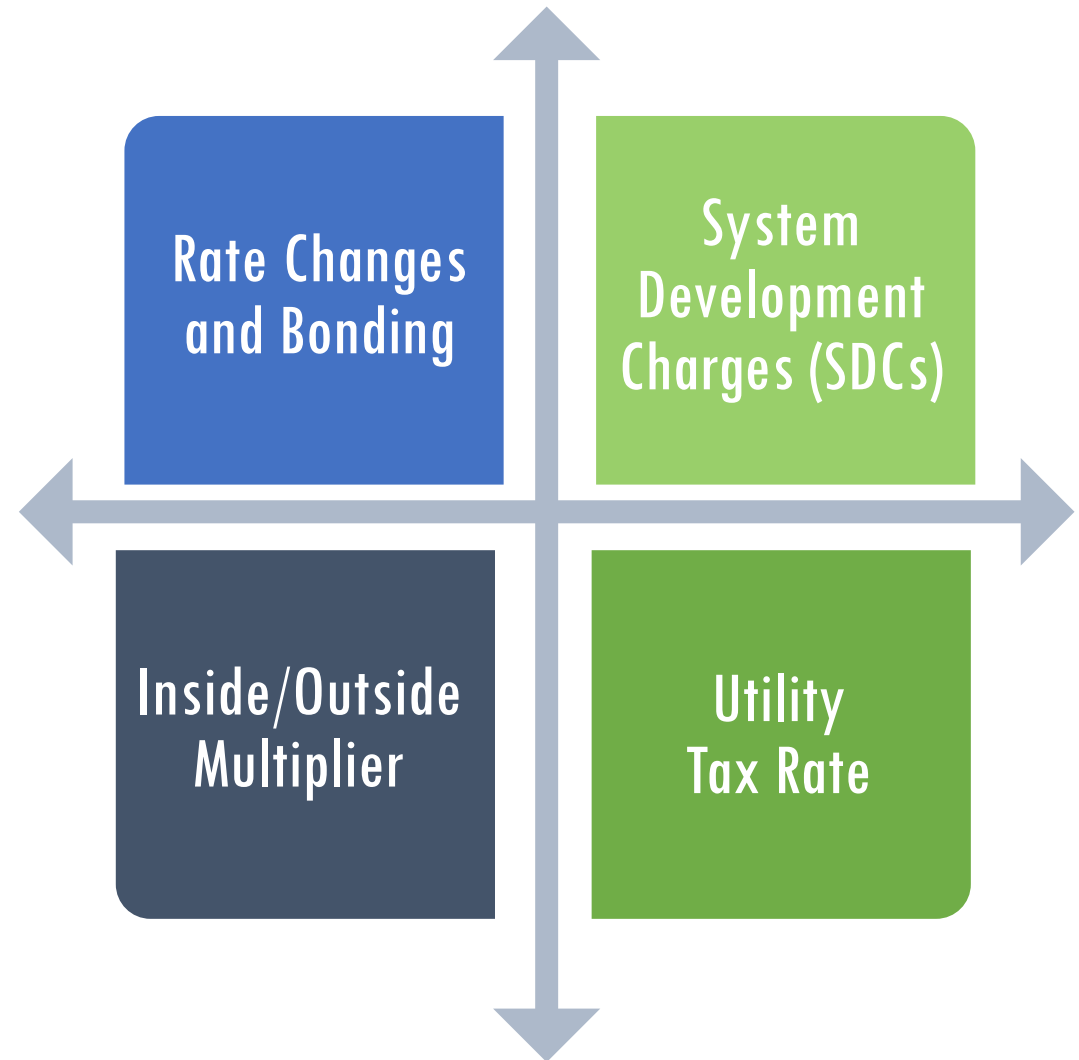


Vancouver's Integrated Water Resources



Financial Levers

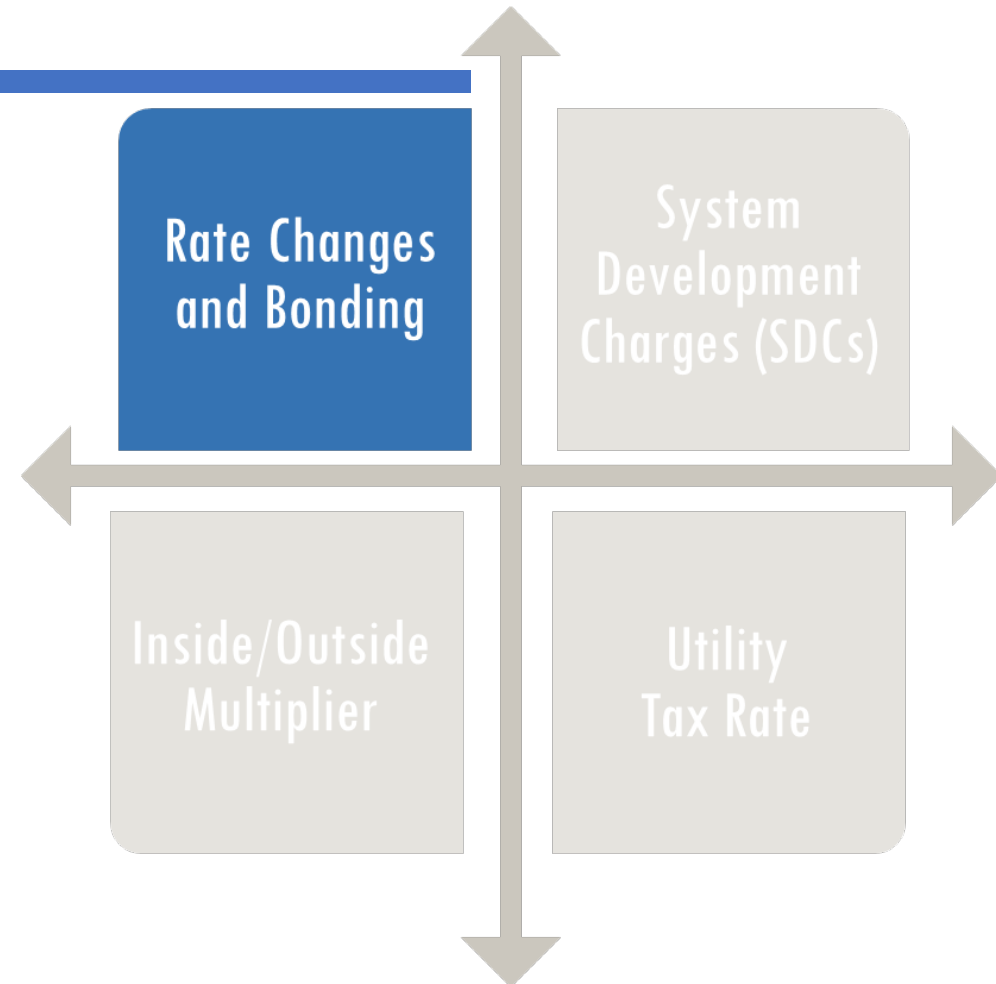
Levers can be adjusted to meet investment needs and address changing conditions



Bonding Options and Examples

OPPORTUNITIES:

- Focus on affordability and equity
- Stabilize rate changes
- Reduce risk
- Improve capital investment timing
- Meet regulatory requirements



When Bonding Makes Sense

- Large capital projects with long life spans
- Future ratepayers help cover costs
- Potential project examples:
 - Solids Renewal (Wastewater fund)
 - New Operations Center (Water fund)
 - PFAS Treatment (Water fund)



Bonding and Rates

**Paying upfront
for large projects
costs existing
ratepayers more**



- Smaller annual rate increases
- Rate stabilization



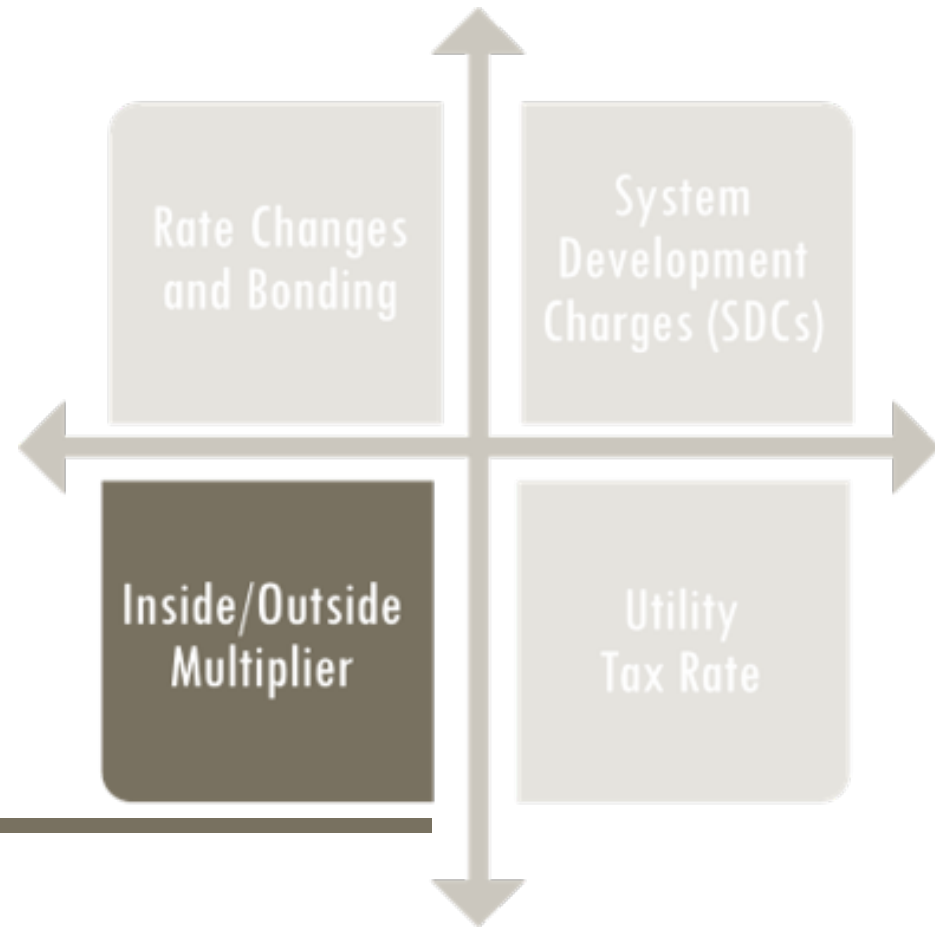
**Bonding allows costs to be
spread over time, reducing
impact to ratepayers**



Inside/Outside Multiplier

OPPORTUNITIES:

- Balance and manage annexation impacts
- Focus on equity and affordability
- Stabilize rate changes



Inside/Outside Multiplier - Background

Why is there a multiplier?

- Higher costs to serve customers outside city limits
- Annexation incentive for unincorporated areas
- Financial return for customers within city limits

Risks/drawbacks of multipliers:

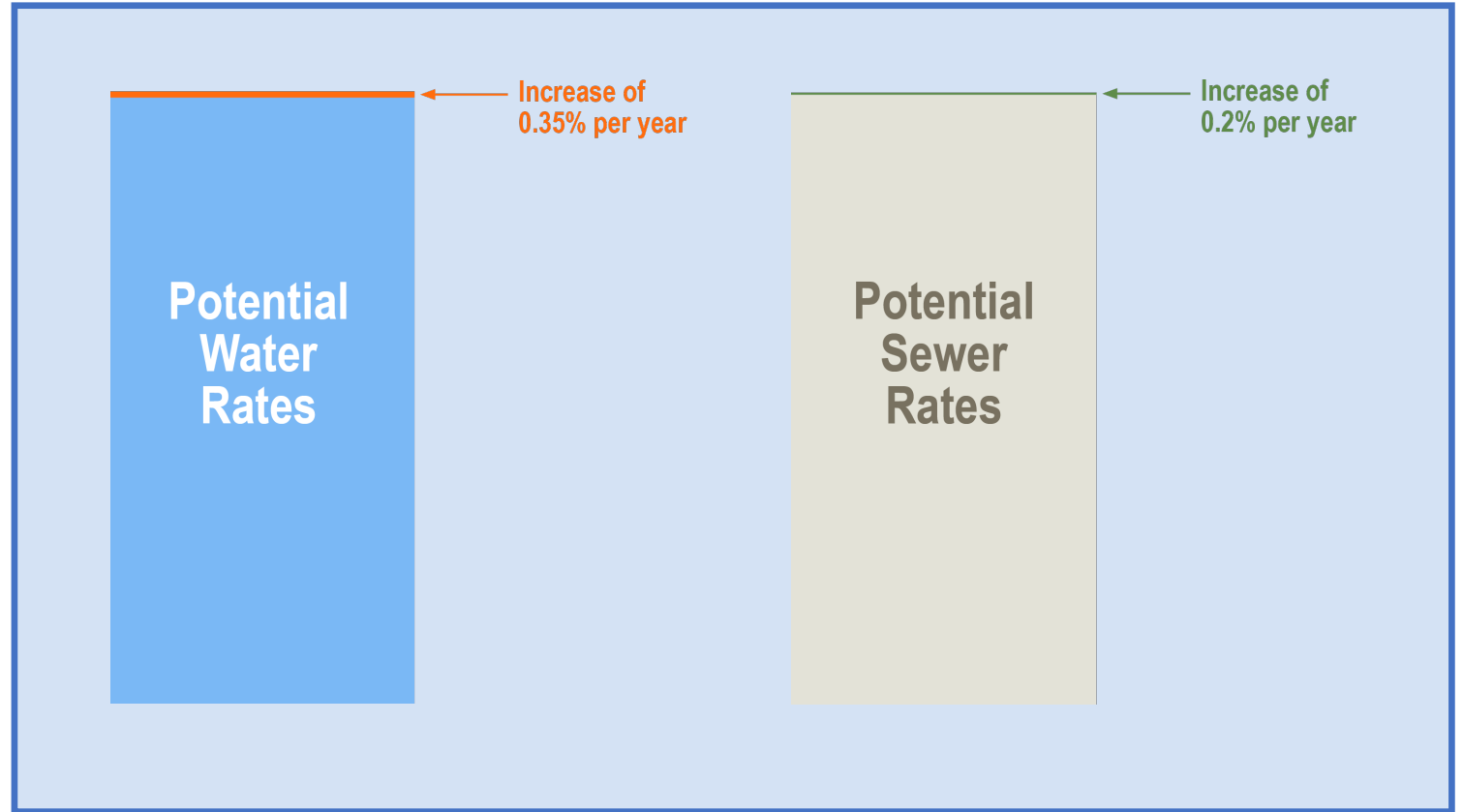
- Revenue loss with annexation
- Higher costs for utility customers outside city limits



Inside/Outside Multiplier (cont'd)

Recommendation:

- Reduce water and sewer multipliers from 1.5 to 1.25 over a 15-year period
- Improve rate equity for all customers
- Minimal impact on overall rates



Next steps

- Stakeholder Engagement, Financing Options and Proposed Financing Plan: ***June 13 Council Briefing***
- Recommend Final Financing Plan: ***August 2022***



Closing | Questions

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:

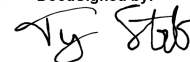
\$ 4,965,403.73 this 16th day of May 2022.

DocuSigned by:



MAYOR

DocuSigned by:

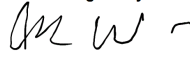


COUNCILMEMBER



AUDITING OFFICER

DocuSigned by:



COUNCILMEMBER

DATE	INCLUSIVE CHECK NUMBERS	CHECK TOTAL
May 2, 2022 - May 8, 2022	Accounts Payable Checks (see attached)	\$ 4,588,044.45
May 2, 2022 - May 8, 2022	Hansen City Payments (see attached)	\$ 373,723.10
May 2, 2022 - May 8, 2022	Visa Refunds (see attached)	\$ 3,636.18
May 2, 2022 - May 8, 2022	Payroll Checks (see attached)	\$ -
TOTAL		\$ 4,965,403.73

INVOICE PAYMENTS REPORT

<u>Payment Category</u>	<u>Payment Type</u>	<u>Check Number</u>	<u>Payment Date</u>	<u>Payment Amount</u>	<u>Payment Payee</u>	<u>Payment Memo if applicable</u>
Supplier Payment	Manual Wire	No Reference	5/2/2022	20,685.08	Athlactron Holding	
Supplier Payment	Manual Wire	No Reference	5/2/2022	93,469.68	Blue Cross Blue Shield of Oregon	
Supplier Payment	Manual Wire	No Reference	5/2/2022	2,948.51	Internal Revenue Service	
Supplier Payment	Manual Wire	No Reference	5/2/2022	11,263.20	Washington Dental Service	
Supplier Payment	Manual Wire	No Reference	5/3/2022	50,252.47	City of Vancouver - Remit-To: COV Main	
Supplier Payment	Manual Wire	No Reference	5/4/2022	66,000.94	State of Washington Department of Revenue	
Supplier Payment	Manual Wire	No Reference	5/4/2022	446,475.59	Vancouver Firefighters Union Health & Welfare Trust	
Supplier Payment	Manual Wire	No Reference	5/4/2022	9,227.61	VSP Vision Care Inc	
Supplier Payment	Manual Wire	No Reference	5/4/2022	177,550.00	Western States Health & Welfare Trust	
			Manual Wire Total	877,873.08		
Expense Payment	Direct Deposit	EFT-00144883	5/5/2022	202.99	Ashley Brown	Employee Reimbursement
Expense Payment	Direct Deposit	EFT-00144884	5/5/2022	152.00	Demetrius Jefferson	Employee Reimbursement
Expense Payment	Direct Deposit	EFT-00144885	5/5/2022	80.00	Judson McCauley	Employee Reimbursement
Expense Payment	Direct Deposit	EFT-00144886	5/5/2022	994.05	Ken Portlock	Employee Reimbursement
Expense Payment	Direct Deposit	EFT-00144887	5/5/2022	150.00	Nick Imbery	Employee Reimbursement
Expense Payment	Direct Deposit	EFT-00144888	5/5/2022	165.00	Wynter Ross	Employee Reimbursement
Expense Payment	Direct Deposit	EFT-00144889	5/5/2022	59.40	Patrick Kennedy	Employee Reimbursement
Expense Payment	Direct Deposit	EFT-00144890	5/5/2022	4.34	Sharie York	Employee Reimbursement
Expense Payment	Direct Deposit	EFT-00144891	5/5/2022	152.00	Nicholas Helgren	Employee Reimbursement
Expense Payment	Direct Deposit	EFT-00144892	5/5/2022	152.00	Billy Adams	Employee Reimbursement
Expense Payment	Direct Deposit	EFT-00144893	5/5/2022	194.57	Daren Peterson	Employee Reimbursement
Cash Advance Payment	Direct Deposit	EFT-00144894	5/5/2022	206.50	Zachary Ripp	Travel Advance
Cash Advance Payment	Direct Deposit	EFT-00144895	5/5/2022	176.50	Deanna Watkins	Travel Advance
Cash Advance Payment	Direct Deposit	EFT-00144896	5/5/2022	333.00	Chad Eiken	Travel Advance
Cash Advance Payment	Direct Deposit	EFT-00144897	5/5/2022	429.75	Dan Lloyd	Travel Advance
Cash Advance Payment	Direct Deposit	EFT-00144898	5/5/2022	171.25	Todd Schwartz	Travel Advance
Cash Advance Payment	Direct Deposit	EFT-00144899	5/5/2022	103.50	David Sturbelle	Travel Advance
Cash Advance Payment	Direct Deposit	EFT-00144900	5/5/2022	343.10	Lee Lofton	Travel Advance
Cash Advance Payment	Direct Deposit	EFT-00144901	5/5/2022	96.00	Chad Williams	Travel Advance
Expense Payment	Direct Deposit	EFT-00144902	5/5/2022	66.73	Jesse Batty	Employee Reimbursement
			Direct Deposit Total	4,232.68		
Supplier Payment	EFT	EFT-00144903	5/5/2022	766,180.31	Lee Contractors LLC	
Supplier Payment	EFT	EFT-00144904	5/5/2022	131,747.89	Share Inc	

INVOICE PAYMENTS REPORT

<u>Payment Category</u>	<u>Payment Type</u>	<u>Check Number</u>	<u>Payment Date</u>	<u>Payment Amount</u>	<u>Payment Payee</u>	<u>Payment Memo if applicable</u>
Supplier Payment	EFT	EFT-00144905	5/4/2022	887.25	Allegiance Benefit Plan Management Inc	
Supplier Payment	EFT	EFT-00144906	5/5/2022	210.00	Brad Piesch Aggressive Enterprises, Inc	
Supplier Payment	EFT	EFT-00144907	5/5/2022	9,838.86	Sea Mar Community Health Center	
Supplier Payment	EFT	EFT-00144908	5/5/2022	481,724.20	Advanced Excavating Specialists LLC	
Supplier Payment	EFT	EFT-00144909	5/5/2022	1,734.12	Power Systems West	
Supplier Payment	EFT	EFT-00144910	5/5/2022	6,064.34	Sonic Boom Wellness LLC	
Supplier Payment	EFT	EFT-00144911	5/5/2022	205,332.99	Rotschy Inc	
Supplier Payment	EFT	EFT-00144912	5/5/2022	7,010.00	JCI Jones Chemicals, Inc.	
Supplier Payment	EFT	EFT-00144913	5/5/2022	21,300.00	Workday Inc	
Supplier Payment	EFT	EFT-00144914	5/5/2022	172,288.94	Halme Excavating Inc	
Supplier Payment	EFT	EFT-00144915	5/5/2022	1,784.86	RELX Inc. - Remit-To: LexisNexis - Chicago	
Supplier Payment	EFT	EFT-00144916	5/5/2022	21,666.51	Metereaders LLC	
Supplier Payment	EFT	EFT-00144917	5/5/2022	362.56	Waxie's Enterprises Inc	
Supplier Payment	EFT	EFT-00144918	5/5/2022	804.20	Net Transcripts Inc	
Supplier Payment	EFT	EFT-00144919	5/5/2022	2,452.10	Fire Systems West	
Supplier Payment	EFT	EFT-00144920	5/5/2022	5,193.40	Vancouvercenter Condominium Association	
Supplier Payment	EFT	EFT-00144921	5/5/2022	5,021.00	Rapid Response Bio Clean Inc.	
Supplier Payment	EFT	EFT-00144922	5/5/2022	20,161.25	Mackay Sposito Inc	
Supplier Payment	EFT	EFT-00144923	5/5/2022	691,664.79	Operations Management International Inc	
Supplier Payment	EFT	EFT-00144924	5/5/2022	20,970.80	Opsis Architecture LLP	
Supplier Payment	EFT	EFT-00144925	5/5/2022	2,025.70	Metro Overhead Door Inc	
Supplier Payment	EFT	EFT-00144926	5/5/2022	4,126.00	Faith Partners for Housing	
Supplier Payment	EFT	EFT-00144927	5/5/2022	76,954.09	North Side Electric Inc	
			EFT Total	2,657,506.16		
Customer Refund	Check	2741	5/4/2022	145.98	AMY ZOLTIE	Refund for over charge on invoice 00024258
Ad Hoc Payment	Check	2742	5/4/2022	330.00	Adam Stites	Airport Billing cust 93144 hanger #H-12 cust vacated
Ad Hoc Payment	Check	2743	5/4/2022	240.00	Al Laurie	Airport Billing cust #1234 Hanger #A-4 cust vacated
Ad Hoc Payment	Check	2744	5/4/2022	66.77	Allinger,Sandra	Utility Refunds: 0082005800-05
Ad Hoc Payment	Check	2745	5/4/2022	30.00	Andersen Heating Inc	ovrpymt of citation 7203203623
Ad Hoc Payment	Check	2746	5/4/2022	108.84	Baker,Richard	Utility Refunds: 0022007300-16 Consolidated refund created from multiple refunds
Ad Hoc Payment	Check	2747	5/4/2022	28.61	Bart Bartkowski or Sara Goldin	Utility Refunds: 0020017000-05
Ad Hoc Payment	Check	2748	5/4/2022	191.96	Briar Fairclough	Claim Payment - DOL: 01/06/22 - Risk
Ad Hoc Payment	Check	2749	5/4/2022	86.87	Burby,Janice or Richard	Utility Refunds: 0072054981-02
Ad Hoc Payment	Check	2750	5/4/2022	76.84	Camille Sonntag	MPE-319020
Ad Hoc Payment	Check	2751	5/4/2022	9.68	Chloe Washburn	COV10417 cust cancelled permit
Ad Hoc Payment	Check	2752	5/4/2022	300.00	Clark County Title	Reconveyance payoff Hurbert & Marilyn Swanson
Ad Hoc Payment	Check	2753	5/4/2022	20.00	Cory/Tara Bouma	ovrpymt acct 19472 inv 99469733
Ad Hoc Payment	Check	2754	5/4/2022	1,710.00	Costa Azteca, INC	Bus Lic Fees Ref COVID-19 surch ref prog
Ad Hoc Payment	Check	2755	5/4/2022	1,000.00	Davis Shows NW INC	Carnival Deposit refund
Ad Hoc Payment	Check	2756	5/4/2022	125.00	Eldred Bruce Preece	Claim Payment - DOL: 21Dec-22Apr - Risk
Ad Hoc Payment	Check	2757	5/4/2022	61.47	Entek Corporation	MPE-319901
Ad Hoc Payment	Check	2758	5/4/2022	61.47	Entek Corporation	MPE-319900
Ad Hoc Payment	Check	2759	5/4/2022	990.00	Food In Action, LLC	Bus Lic Fees ref COVID-19 surch ref prog
Ad Hoc Payment	Check	2760	5/4/2022	72.91	Gabriela Marginean	ENG-82291
Ad Hoc Payment	Check	2761	5/4/2022	47.79	Harris,Laina or Mark	Utility Refunds: 0021067400-09
Ad Hoc Payment	Check	2762	5/4/2022	448.35	Herrera,Iris or Roger	Utility Refunds: 0096042600-05
Ad Hoc Payment	Check	2763	5/4/2022	35.00	iPay Solutions	Utility Refunds: 0500001276-01
Ad Hoc Payment	Check	2764	5/4/2022	25.02	James Bryant II or Jacqueline Bryant	Utility Refunds: 0022066100-14

INVOICE PAYMENTS REPORT

<u>Payment Category</u>	<u>Payment Type</u>	<u>Check Number</u>	<u>Payment Date</u>	<u>Payment Amount</u>	<u>Payment Payee</u>	<u>Payment Memo if applicable</u>
Ad Hoc Payment	Check	2765	5/4/2022	127.37	John Kane Jr or Rhonda Kane	Utility Refunds: 0127010840-02
Ad Hoc Payment	Check	2766	5/4/2022	20.00	Kimberly Dauphin	Alarm Billing ovrrpymt acct 19117 inv 99474030
Ad Hoc Payment	Check	2767	5/4/2022	15.96	Laughlin, Barbara	Utility Refunds: 0022041301-00
Ad Hoc Payment	Check	2768	5/4/2022	20.00	Marshall/Tiawanna Cobb	Alarm billing ovrrpymt acct 10233 inv 99439668
Ad Hoc Payment	Check	2769	5/4/2022	3,510.00	McGrath's Publick Fish House LLC	Bus Lic Fees Ref COVID-19 Surch Ref Prog
Ad Hoc Payment	Check	2770	5/4/2022	20.00	Michael/Vicki Hawkins	Ovrrpymt acct 12569 inv 99473736
Ad Hoc Payment	Check	2771	5/4/2022	279.37	Michael Fletty or Tara Kleinschmidt	Utility Refunds: 0088080007-06
Ad Hoc Payment	Check	2772	5/4/2022	163.57	Parks Family Holdings LLC	Utility Refunds: 0063800030-05
Ad Hoc Payment	Check	2773	5/4/2022	630.00	Paul's Restaurant, INC	Bus Lic fee ref COVID-19 surch ref prog
Ad Hoc Payment	Check	2774	5/4/2022	20.00	PCS	Cascade Park Community Library acct 13695 inv 99459830
Ad Hoc Payment	Check	2775	5/4/2022	12.25	PCS	Alarm billing Thai Little Home acct 9699 inv 99390133 & 99398338
Ad Hoc Payment	Check	2776	5/4/2022	40.00	PCS	Alarm billing Don/Leasa Ripplinger acct 16119 inv 99459970 & 99466520
Ad Hoc Payment	Check	2777	5/4/2022	202.95	PCS	Inv 23921 dated 4.29.2022
Ad Hoc Payment	Check	2778	5/4/2022	258.80	Ray, Katie or Kristin	Utility Refunds: 0020048600-11
Ad Hoc Payment	Check	2779	5/4/2022	90.00	Red Lobster Hospitality LLC	Bus lic fees ref COVID-19 surch ref prog
Ad Hoc Payment	Check	2780	5/4/2022	50.00	Roberta Ossenkop	Damage Deposit Refund
Ad Hoc Payment	Check	2781	5/4/2022	70.00	Robert Garrett	Ovrrpymt acct 51289 inv 99475223
Ad Hoc Payment	Check	2782	5/4/2022	61.47	Stan Livingston	MPE-317996
Ad Hoc Payment	Check	2783	5/4/2022	88.50	Steve Forgette	Non-Employee Travel Expense Reimburse
Ad Hoc Payment	Check	2784	5/4/2022	20.00	Sunshine Laundry 4th Plain LLC	Alarm billing ovrrpymt acct 22663 inv 99472690
Ad Hoc Payment	Check	2785	5/4/2022	252.22	Swanson, Bonnie	Utility Refunds: 0000008594-02
Ad Hoc Payment	Check	2786	5/4/2022	170.30	Talalotu, Falesoa or Setefano	Utility Refunds: 0114007968-03
Ad Hoc Payment	Check	2787	5/4/2022	20.00	Tango Manufacturing	Alarm billing acct 19074 inv 99471002 ovrrpymt
Ad Hoc Payment	Check	2788	5/4/2022	77.17	The Guy Bennett Trust	Utility Refunds: 0022008001-07
Ad Hoc Payment	Check	2789	5/4/2022	40.00	The Megabite	Alarm Billing ovrrpymt acct 19473 inv 994644154 & 99464415
Ad Hoc Payment	Check	2790	5/4/2022	136.73	Truax, Lisa or David	Utility Refunds: 0500001877-02
Ad Hoc Payment	Check	2791	5/4/2022	250.00	Vancouver Natl Historic Reserve Trust	
Ad Hoc Payment	Check	2792	5/4/2022	20.00	Vancouver Vineyard Church - Portal Cafe	Alarm billing ovrrpmt acct 19473 inv 99474762
Ad Hoc Payment	Check	2793	5/4/2022	131.00	Van Tran or Tuan Nguyen	Utility Refunds: 0020029400-15
Ad Hoc Payment	Check	2794	5/4/2022	270.00	Vice Beer LLC	Bus Lic Fees ref COVID-19 surch ref prog
Ad Hoc Payment	Check	2795	5/4/2022	473.91	Wire Rite Electric Inc	MPE-319779
Ad Hoc Payment	Check	2796	5/4/2022	12.29	Woodworth, Robert	Utility Refunds: 0022041301-00
Ad Hoc Payment	Check	2797	5/4/2022	31.96	Zillow Group	Utility Refunds: 0089017600-09
Supplier Payment	Check	2798	5/4/2022	362.00	Accurate Corporate Services Inc	
Supplier Payment	Check	2799	5/4/2022	8,550.00	Action Onsite Inc	
Supplier Payment	Check	2800	5/4/2022	8,981.25	AKS Engineering & Forestry LLC	
Supplier Payment	Check	2801	5/4/2022	798.00	Allegheny Answering Services	
Supplier Payment	Check	2802	5/4/2022	1,201.30	American Sani-Can	
Supplier Payment	Check	2803	5/4/2022	147.51	Aramark Uniform & Career Apparel LLC - Remit-To: Aramark - Pasadena	
Supplier Payment	Check	2804	5/4/2022	3,681.41	Arborscape Ltd Inc	
Supplier Payment	Check	2805	5/4/2022	12,575.15	Axon Enterprises Inc	
Supplier Payment	Check	2806	5/4/2022	325.50	Bacon Collision	
Supplier Payment	Check	2807	5/4/2022	19,961.00	Bang the Table USA LLC	
Supplier Payment	Check	2808	5/4/2022	988.81	Bound Tree Medical LLC	
Supplier Payment	Check	2809	5/4/2022	9,136.25	Brown and Caldwell - Remit-To: Brown & Caldwell - San Francisco	
Supplier Payment	Check	2810	5/4/2022	2,939.00	BSK Associates - Remit-To: Supplier BSK Associates	
Supplier Payment	Check	2811	5/4/2022	350.00	Bullard Law P. L.	

INVOICE PAYMENTS REPORT

<u>Payment Category</u>	<u>Payment Type</u>	<u>Check Number</u>	<u>Payment Date</u>	<u>Payment Amount</u>	<u>Payment Payee</u>	<u>Payment Memo if applicable</u>
Supplier Payment	Check	2812	5/4/2022	26,143.36	CECO Inc	
Supplier Payment	Check	2813	5/4/2022	669.41	Cellco Partnership - Remit-To: Cellco - Dallas	
Supplier Payment	Check	2814	5/4/2022	80.00	Cellco Partnership - Remit-To: Cellco - NJ	
Supplier Payment	Check	2815	5/4/2022	1,154.19	Chappelles Towing LLC	
Supplier Payment	Check	2816	5/4/2022	1,237.08	Clark County - Remit-To: Clark County - Treasurer Seattle	
Supplier Payment	Check	2817	5/4/2022	278,493.24	Clark County - Remit-To: Clark County - Treasurer Vancouver	
Supplier Payment	Check	2818	5/4/2022	11,100.00	Colliers International	
Supplier Payment	Check	2819	5/4/2022	80,015.60	Columbia Resource Company	
Supplier Payment	Check	2820	5/4/2022	64.95	Comcast Holdings Corporation - Remit-To: Comcast Business - City of Industry	
Supplier Payment	Check	2821	5/4/2022	1,085.00	Copiers Northwest	
Supplier Payment	Check	2822	5/4/2022	683.55	Core and Main LP - Remit-To: Core and Main LP	
Supplier Payment	Check	2823	5/4/2022	2,960.00	David Corey PHD PC	
Supplier Payment	Check	2824	5/4/2022	585.90	Day Management Corp - Remit-To: Day Wireless - Milwaukie	
Supplier Payment	Check	2825	5/4/2022	12,998.30	Ed's Economy Roofing	
Supplier Payment	Check	2826	5/4/2022	259.32	Evergreen Orchards LLC	
Supplier Payment	Check	2827	5/4/2022	18,928.63	Ferguson Enterprises - Remit-To: Ferguson - Dallas	
Supplier Payment	Check	2828	5/4/2022	585.00	Foster Garvey PC	
Supplier Payment	Check	2829	5/4/2022	500.00	Friends of the Carpenter	
Supplier Payment	Check	2830	5/4/2022	120.57	Genuine Parts Company - Remit-To: NAPA - Los Angeles	
Supplier Payment	Check	2831	5/4/2022	9,965.96	Halbert Construction Services LLC	
Supplier Payment	Check	2832	5/4/2022	18,618.52	Herrera Environmental Consultants Inc	
Supplier Payment	Check	2833	5/4/2022	12,657.78	HMI Oregon - Remit-To: Pacific WRO	
Supplier Payment	Check	2834	5/4/2022	522.84	J-2 Blueprint Supply Co.	
Supplier Payment	Check	2835	5/4/2022	1,464.75	Jamestown Networks	
Supplier Payment	Check	2836	5/4/2022	26,600.00	John Pacht Estate	
Supplier Payment	Check	2837	5/4/2022	48.00	Kaiser Permanente - Remit-To: Kaiser Permanente	
Supplier Payment	Check	2838	5/4/2022	41,350.79	KBT Distributing LLC	
Supplier Payment	Check	2839	5/4/2022	20,666.87	Kennedy Jenks Consultants - Remit-To: Kennedy Jenks Consulting	
Supplier Payment	Check	2840	5/4/2022	25.09	Kronos Incorporated - Remit-To: Atlanta	
Supplier Payment	Check	2841	5/4/2022	5,423.70	Lakeyland Inc	
Supplier Payment	Check	2842	5/4/2022	1,043.80	Lile International Companies	
Supplier Payment	Check	2843	5/4/2022	2,518.56	Loomis Armored US LLC - Remit-To: Loomis - Palatine	
Supplier Payment	Check	2844	5/4/2022	67,556.63	Magnum Power LLC	
Supplier Payment	Check	2845	5/4/2022	7,011.01	Mallory Safety & Supply LLC	
Supplier Payment	Check	2846	5/4/2022	303.81	Mark IV Enterprises Inc	
Supplier Payment	Check	2847	5/4/2022	3,483.15	McFarlanes Bark Inc	
Supplier Payment	Check	2848	5/4/2022	7,433.93	Municipal Emergency Services Inc - Remit-To: Municipal Emergency Services - Chicago	
Supplier Payment	Check	2849	5/4/2022	432.92	National Safety Inc	
Supplier Payment	Check	2850	5/4/2022	2,635.00	Northeast Electric LLC	
Supplier Payment	Check	2851	5/4/2022	110.00	Northwest Drug-Safe LLC	
Supplier Payment	Check	2852	5/4/2022	22.00	Northwest Natural Gas Company - Remit-To: NW Natural - Portland	

INVOICE PAYMENTS REPORT

<u>Payment Category</u>	<u>Payment Type</u>	<u>Check Number</u>	<u>Payment Date</u>	<u>Payment Amount</u>	<u>Payment Payee</u>	<u>Payment Memo if applicable</u>
Supplier Payment	Check	2853	5/4/2022	14,475.94	Northwest Staffing Resources Inc - Remit-To: NW Staffing - Portland	
Supplier Payment	Check	2854	5/4/2022	1,512.98	One Call Concepts Inc	
Supplier Payment	Check	2855	5/4/2022	748.76	Orion Medical Supply	
Supplier Payment	Check	2856	5/4/2022	26,610.00	Parkeon	
Supplier Payment	Check	2857	5/4/2022	3,883.31	PBS Engineering and Environmental Inc	
Supplier Payment	Check	2858	5/4/2022	6,054.84	PPC Solutions Inc	
Supplier Payment	Check	2859	5/4/2022	5,208.00	Proforce Marketing Inc	
Supplier Payment	Check	2860	5/4/2022	407.00	Public Safety Testing Inc	
Supplier Payment	Check	2861	5/4/2022	1,185.75	Qwest Corporation - Remit-To: CenturyLink - Phoenix	
Supplier Payment	Check	2862	5/4/2022	730.61	Qwest Corporation - Remit-To: Qwest CABS - Monroe	
Supplier Payment	Check	2863	5/4/2022	9,359.00	Reed Creative LLC	
Supplier Payment	Check	2864	5/4/2022	7,154.40	SafeFire LLC	
Supplier Payment	Check	2865	5/4/2022	57,399.66	Salt Distributors Inc	
Supplier Payment	Check	2866	5/4/2022	13,148.58	San Diego Police Equipment Co Inc	
Supplier Payment	Check	2867	5/4/2022	7,840.21	SDB Contracting Services	
Supplier Payment	Check	2868	5/4/2022	325.50	Soha Sign	
Supplier Payment	Check	2869	5/4/2022	1,614.54	Solid Waste Systems, Inc.	
Supplier Payment	Check	2870	5/4/2022	8.41	State of Oregon Department of Transportation - Remit-To: OR DMV - Salem	
Supplier Payment	Check	2871	5/4/2022	4,433.79	State of Washington Department of Natural Resources - Remit-To: Dept of Natural Resources - Box 47041	
Supplier Payment	Check	2872	5/4/2022	8,950.73	State of Washington Department of Transportation	
Supplier Payment	Check	2873	5/4/2022	8,175.90	Summit Law Group	
Supplier Payment	Check	2874	5/4/2022	700.00	Synarchy Science LLC	
Supplier Payment	Check	2875	5/4/2022	24,986.43	Systems Source, Inc	
Supplier Payment	Check	2876	5/4/2022	1,275.96	Transunion Risk & Alternative Data Solutions Inc	
Supplier Payment	Check	2877	5/4/2022	1,772.39	Trilogy MedWaste West, LLC	
Supplier Payment	Check	2878	5/4/2022	1,254.55	Triple J Enterprises	
Supplier Payment	Check	2879	5/4/2022	10.87	United Parcel Service	
Supplier Payment	Check	2880	5/4/2022	107.37	United States Dosimetry Technology Inc	
Supplier Payment	Check	2881	5/4/2022	140.00	Vancouver Aire LLC	
Supplier Payment	Check	2882	5/4/2022	3,207.36	Vancouver Farmers Market Association	
Supplier Payment	Check	2883	5/4/2022	81.38	W.B. Sprague Co. Inc.	
Supplier Payment	Check	2884	5/4/2022	1,052.38	Wallis Engineering PLLC	
Supplier Payment	Check	2885	5/4/2022	3,994.19	Walter E Nelson Company	
Supplier Payment	Check	2886	5/4/2022	29,221.12	Western Water Works Supply Co Inc	
Supplier Payment	Check	2887	5/4/2022	38,040.60	WSP USA Inc. - Remit-To: WSP USA Inc. Dallas	
Supplier Payment	Check	2888	5/4/2022	3,740.37	W Todd Pascoe	
Supplier Payment	Check	2889	5/4/2022	6,350.75	YOLO Washington LLC	
Ad Hoc Payment	Check	2890	5/4/2022	1,914.13	Clark County Emergency Medical Services District #2	Liquidated damages for 2019 Mar, Failure to comply with response time in the P1/2 HD category
Supplier Payment	Check	No Reference	5/4/2022	0.00	Genuine Parts Company - Remit-To: NAPA - Los Angeles	
			Check Total	1,048,432.53		
			Manual Wire Total	877,873.08		

INVOICE PAYMENTS REPORT

<u>Payment Category</u>	<u>Payment Type</u>	<u>Check Number</u>	<u>Payment Date</u>	<u>Payment Amount</u>	<u>Payment Payee</u>	<u>Payment Memo if applicable</u>
			Direct Deposit Total	4,232.68		
			EFT Total	2,657,506.16		
			5/9/2022	373,723.10	City Payments	Posted 05-02-22 to 05-08-22
			Hansen Total	373,723.10		
			5/9/2022	2,029.94	Miscellaneous	Parks Class Refunds FCC 05-02-22 to 05-08-22
			5/9/2022	1,606.24	Miscellaneous	Parks Class Refunds MCC 05-02-22 to 05-08-22
			VISA Total	3,636.18		
			Payroll Total	0.00		
			GRAND TOTAL	4,965,403.73		

City of Vancouver
Payroll Council Report
May 2, 2022 - May 8, 2022

Check No.	Date	Explanation	Amount
		No payroll this period	

\$ -



Staff Report: 062-22

TO: Mayor and City Council

FROM: Eric Holmes, City Manager

DATE: 5/16/2022

SUBJECT 2022 First Supplemental Budget

Key Points

- Budget adjustments are made each year to reflect changes in revenues and expenditures that occur after the biennial budget is adopted.
- This supplemental budget is mostly administrative in nature. It includes a total increase in the City's 2021-22 appropriation of \$138.4 million.

Strategic Plan Alignment

The action is reflective of all Strategic Plan Goals.

Present Situation

The recommended expenditure appropriation increases for the City's Operating and Capital funds included in the 2022 First Supplemental Budget totals \$138.4 million. An increase of \$45.9 million relates to recommended changes in the Operating budget, with the remaining appropriation increase of \$92.5 million representing changes in capital projects and supporting funding transfers. The Supplemental will result in utilizing \$14.3 million in City resources; of that amount, the General Fund's share is \$3.0 million.

Changes in the operating budget could be distilled to administrative in nature, grant funded and very minimal new initiatives. A significant amount of the operating budget appropriation change relates to a variety of normal administrative changes across all funds. The administrative changes include an update of the salaries budget for the cost of living adjustment for all labor and non-union groups effective in 2022, annual true-up of the self-insurance charges for the liability, workers' compensation and property insurance costs and claims, annual true up to the indirect cost service plan, budget adjustments for the changing cost of fuel and faster than anticipated vehicle replacements across all affected City departments, including General, Street and Fire funds.

Appropriation increases for the operating budget changes in the General, Street and Fire funds total \$15.7 million. The majority of the increase relates to the administrative changes outlined

above. The budget also includes grant funded appropriation increase due to a number of new grants in public safety, funding for City services related to the Interstate Bridge and appropriation of a small amount of ARPA grant funding, mostly for the outreach and initial design of the future projects. The single new largest item is budget to fund three Safe Stay villages, two have already opened, and two Safe Park locations, of which one is a new location to be determined later in the year. The Safe Stay villages are funded by a combination of the Affordable Housing property tax and the Affordable Housing sales tax dollars. Additional appropriation is being added to increase the Diversity and Inclusion efforts internally and externally.

The remaining appropriation increase relates to changes in other operating City funds. Major changes are summarized below:

- True up of the CDBG-CV 3 and CHIP grant awards for 2022 fiscal year of \$1.0 million;
- Affordable Housing Property Tax and the Affordable Housing Sales Tax appropriation increases to fund the new Safe Stay Villages, \$2.9 million;
- ARPA funding reimbursement for services provided out of the General Fund;
- True up of the Tennis Center appropriation of \$2.0 million to reflect the most recent operating expenses and revenues of the Center. The Center is currently managed by the US Tennis Association, but the financial information must be reported in City financials;
- Risk Fund budget adjustment of \$2.4 million to reflect the current cost of insurance and claims;
- Updated appropriation of \$1.8 million due to an updated vehicle replacement schedule to account for higher use vehicles than originally anticipated and longer lead times in vehicle delivery;
- Updated appropriation by \$7.1 million in the School Impact Fee fund to reflect the most current projection of fees collected in the fund to be transferred to the School Districts.

The total net Capital Budget appropriation of \$92.5 million (including internal transfers) is included in the First Supplemental of 2022. Expenditures by project are outlined in Attachment C to the ordinance. Following are some of the changes to projects included in the Supplemental:

- Parks capital projects totaling \$3.0 million for:
 - Esther Short Park restroom re-build and new playground
 - Oakbrook Park
 - Vancouver Innovation Center (VIC) Park
 - Harpers Playground at Marshall Community Center
- General Capital/Asset Management projects totaling \$21.8 million for:
 - Operation Center redevelopment
 - Fourth Plain Commons construction
 - Heights Phase 1
- Water, Wastewater and Streets/Transportation totaling \$21.1 million for:
 - Main Street reconstruction
 - NW 32nd Commercial Corridor Right of Way (ROW)
 - Heights Roads, Right of Way (ROW) and infrastructure design
 - Devine Street pedestrian improvements
- Capital Funding Transfers Supporting the City's Capital projects Budget totaling \$46.5M

Attachment B of the ordinance outlines changes to FTEs, with an overall new increase of 26.5 FTEs recommended in the 2022 First Supplemental. Major changes from the Attachment B are listed below:

- Major position changes are outlined below:

- Reclassification and reorganization of existing 7.0 FTE Police Service Technicians (PST) to:
 - One Police Officer, one Business Intelligence Analyst, one Records Specialist and one Strategic Communications Manager to remain in VPD.
 - Two positions in Information Technology and one in Human Resources to better support Police IT and HR needs.
- Additional capacity in the newly created General Services Department:
 - Add 1.0 FTE Support Specialist II and 1.0 FTE Financial Analyst B;
 - Add 2.0 FTE Capital Project Managers to support capital building-related projects.
- Additional capacity in the Economic Prosperity and Housing Department;
 - Reclassify two existing positions to better reflect the work needs of the department;
 - Add 0.5 FTE Support Specialist III and move 1.0 FTE added to help manage the Heights implementation from Facilities Department.
- Public Works Construction Services increase in personnel in response to increasing capital programs;
 - Add 2.0 FTE Senior Construction Inspectors, 1.0 Survey Specialist and 1.0 Civil Engineer.
- Positions to support grant and revenue-funded work:
 - Add 2.0 Limited-Term FTEs to conduct extensive outreach to residents and businesses in the Fourth Plain corridor and Businesses on Main Street. Positions are to be supported by American Rescue Plan Act (ARPA) funding;
- Other FTE changes to support the organization:
 - Add 3.0 Limited-Term through end of 2022 Fire Support Staff in anticipation of Proposition 2;
 - Add 2.0 FTE Building Inspector III's in Building Fund to support increased business activity;
 - Add 1.0 FTE Senior Park Developer for managing capital Parks and Trails;
 - Add 1.0 FTE Diversity, Equity, and Inclusion Program Coordinator and 1.0 FTE Homelessness Program Coordinator in City Manager's Office;
 - Add 8.0 FTE Overhire, unfunded positions, to be utilized on a short term basis with authorization by the City Manager or their designee;
 - Add 1.0 FTE HR Assistant in Human Resources to support the HR Benefits team.

Advantage(s)

1. The proposed budget adjustments will ensure that the City remains in compliance with state statutes that require all City expenditures to have an appropriation approved by ordinance.
2. Appropriations are provided for important City programs, services, and capital projects.

Disadvantage(s)

Proposed supplemental recommends spending a net amount of \$14.3 million of existing City resources across all funds.

Budget Impact

Approval of the attached ordinance will increase total City budget by \$138.5 million across all

funds.

Prior Council Review

Workshop presentation at the May 2, 2022 City Council meeting. At this workshop, council asked for additional information on the conversion of vacant police service technician FTE's in police to support department priorities as well as an update on fleet changes and their relationship to climate action goals. This information will be provided under separate cover.

Action Requested

On Monday May 16th, 2022, subject to second reading and public hearing, approve the ordinance.

Natasha Ramras, Chief Financial Officer, 360-487-8484

ATTACHMENTS:

- ▣ Ordinance
- ▣ Attachment A
- ▣ Attachment B
- ▣ Attachment C
- ▣ Attachment D

05/09/2022

05/16/2022

ORDINANCE M-_____

AN ORDINANCE relating to the 2021-22 Biennial Budget and making various appropriations in various funds; declaring an emergency.

BE IT ORDAINED BY THE CITY OF VANCOUVER:

Section 1. Supplemental appropriations are needed to meet certain necessary expenditures to be incurred in 2021-2022 which were not and could not reasonably have been foreseen at the time of adoption of the 2021-2022 Budget. As required by RCW 35.34.120, there is hereby set forth in summary form the total adjustments of expenditure appropriations for each separate fund adjusted 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 2021-2022 City of Vancouver Capital Budget.

Section 2. That a total of 26.5 full-time equivalent positions is added as identified in Attachment "B" to this ordinance. The position adjustments shall be made consistent with applicable civil service rules and personnel regulations. Attachment "D" of this ordinance contains amendments to the salary schedules for positions not covered by labor agreements.

Section 3. A total of 8.0 full time equivalent position of the total number of positions added by the first Supplemental appropriation of 2022 are added for "overhire" purposes. Those positions do not have either classification or budget identified and are to be utilized by the City Manager or their designee for a limited time period in situations where maintaining minimum staffing, reducing personnel related costs, transferring

ORDINANCE - 1

knowledge, and providing a seamless transition between new, terminating, and retiring employees necessitates the overfill. Overhire positions are to take on the classification of the position that is being over-filled and will be managed within the fund/department budget appropriations and the specified overhire FTEs per approved budget.

Section 4. Grounds and Facilities Services Fund (fund number 508), created via ordinance M-4249, and recommended in staff report No. 169-18, will be renamed to Ground Services Fund.

Section 5. A separate City Internal Service Fund is created to account for revenues and expenses associated with citywide facility maintenance and general services. The new fund is to be named “Facilities Maintenance Services Fund” (fund number 507).

Section 6. A separate Special Revenue Fund is created to account for revenues and expenses associated with the American Rescue Plan Act (ARPA) federal grant funding. The new fund is to be named “American Rescue Plan Act Fund” (fund number 112).

Section 7. As reported in SR No. _____ the appropriations made in this ordinance are necessary to meet certain necessary expenditures that will be incurred in 2021-2022 which were not and could not reasonably have been foreseen at the time of adoption of the 2021-2022 Budget; an emergency is hereby declared, and this ordinance shall go into effect immediately upon final passage.

Read first time:

PASSED BY THE FOLLOWING VOTE

ORDINANCE - 2

Ayes: Councilmembers

Nay: Councilmembers

Absent Councilmembers

Read second time:

PASSED BY THE FOLLOWING VOTE:

Ayes: Councilmembers

Nays: Councilmembers

Absent: Councilmembers

SIGNED this _____ day of _____, 2022.

Anne McEnerny-Ogle, Mayor

Attest:

Natasha Ramras, City Clerk

Approved as to form:

Jonathan Young, City Attorney

ORDINANCE - 3

ORDINANCE SUMMARY

ORDINANCE NO. _____

AN ORDINANCE relating to the 2021-2022 Biennial Budget and making various appropriations in various funds; declaring an emergency. Supplemental appropriations are needed to meet certain necessary expenditures to be incurred in 2021-2022 which were not and could not reasonably have been foreseen at the time of adoption of the 2021-2022 Budget, providing for an immediate effective date.

ORDINANCE - 4

2022 First Supplemental Budget Appropriation by Fund

2022 Budget
Appropriation

Operating Budget

General, Street, and Fire Funds

General Fund	6,975,587
Street Fund	1,519,599
Fire Fund	6,761,091
Street Funding Initiative - Operating Fund	478,255
Total General, Street, and Fire Funds	15,734,532

Special Revenue Funds

Investigative Fund	(181)
Drug Enforcement Fund	2,127
CED Grants	1,071,646
Tourism Fund	(885,810)
Affordable Housing	1,312,374
American Rescue Plan Act Fund	1,587,818
Parkhill Cemetery Improvement Fund	(33,512)
Criminal Justice Fund	15,120
Affordable Housing Local Sales Tax Fund	1,890,671
Transportation Special Revenue Fund	(2,669)
REET 1 (2002 Special Revenue Fund)	39,005
Downtown Initiatives Fund	8,193
VNHR Properties	15,538
Fire Equipment Fund	2,353,037
Emergency Ambulance Services Contract Admin Fund	25,610
Impact Fees - School Districts	7,061,851

Debt Service Funds

G O Debt Service Fund	(130,000)
L I D Guaranty Fund	35,600

Enterprise Funds

City Tree Reserve Fund	(21,460)
Surface Water Management Fund	1,191,306
Water Utility Fund	2,340,591
SCIP Fund	60,630
Sewer Utility Fund	120,607
Airport Fund	326,653
Building Inspection Fund	446,576
Solid Waste Fund	215,653
Parking Services Fund	119,801

Internal Service Funds

Equipment Services Operations Fund	1,050,709
Equipment Services Capital Fund	2,456,473
Computer Repair & Replacement	41,774

	2022 Budget Appropriation
Facilities Maintenance Services Fund	571,248
Grounds Services Fund	(138,280)
Self-Insured Worker's Comp & Liability Fund	2,312,258
Internal Administrative Services Fund	986,801
Self-Insured Health Insurance Fund	360,843
Fiduciary Funds	
SW Washington Regional SWAT Team Fund	63,300
Police Pension Trust Fund	689,070
City/County Cable TV Fund	108,132
PEG Capital Support Fund	332,940
Total Other Funds Expense Budget	30,207,774
Total Operating Expense Budget	45,942,306

Capital Budget

Capital Project Funds

General Fund Capital	880,250
Transportation Capital Fund	76,693
Street Funding Initiative - Capital Fund	19,040,780
Fire Acquisition Fund	107,637
Capital Improvement Fund	20,845,032
VNHR Property Capital	(14,280)
Parks Construction Fund (Capital Projects only)	2,972,336
Drainage Construction Fund	165,845
Water Construction Fund	1,007,383
Sewer Construction Fund	933,511
Total Capital Project Funds	46,015,187

Capital Funding Transfers Supporting COV Capital Projects Budget

General Fund	16,052,841
Street Fund	375,539
Street Funding Initiative Operating	7,007,808
CDBG Entitlement Fund	1,399,000
American Rescue Plan Act Fund	5,702,283
REET 1 (2002 Special Revenue Fund)	875,000
Columbia TIF District	250,000
Cascade TIF District	548,852
Fire Fund	50,000
TIF - Vancouver	250,000
PIF - Acq & Dev District 3	76,047
PIF - Acq & Dev District 4	2,347,755
PIF - Acq & Dev District 7	(725,478)
PIF - District 7 Exemptions	514
PIF - District A	671,000
PIF District B	710,000
PIF - District C	(99,302)
Transportation Capital Fund	200,000

	2022 Budget Appropriation
Street Funding Initiative - Capital Fund	225,000
Surface Water Management Fund	200,000
Water Utility Fund	(10,000)
Sewer Utility Fund	11,400
Facilities Asset Mgmt and Replacement Reserve Fund	10,361,329
Total Transfers for Capital	46,479,588
Total Capital Expense Budget	92,494,775
Total Operating and Capital Expense Budget	138,437,081

2022 First Supplemental Summary of FTE Changes

	2022 First Supplemental (Adj Total)	Notes
001 General Fund		
City Manager's Office		
Program Coordinator	2.00	Add Regular 1.0 FTE Program Coordinator to Homelessness Program; Add 1.0 DEI Program Coordinator
City Manager's Office Total	2.00	
Police		
Police Service Technician	(7.00)	Reclassify 7 Police Service Tech (PST) to other needed FTEs
Business Intelligence Analyst	1.00	Reclassify Business Intelligence Analyst from Police Service Technician (PST)
Police Officer	1.00	Reclassify Police Officer from Police Service Technician (PST)
Records Specialist	1.00	Reclassify Records Specialist from Police Service Technician (PST)
Strategic Communications Manager	1.00	Reclassify Strategic Communications Manager from Police Service Technician (PST)
Program Coordinator I	(1.00)	Reclassify Program Coordinator I (Alarms Coordinator) to Resource Service Technician
Resource Service Technician	1.00	Reclassify Resource Services Technician from Program Coordinator I (Alarms Coordinator)
Police Total	(3.00)	
Community Development		
Associate Planner	-	Reclassify (1.0) FTE Associate Planner to Senior Planner; Add 1.0 FTE 3-Yr Limited Term Associate Planner
Senior Planner	1.00	Reclassify Senior Planner from Associate Planner
Senior Policy Advisor	(1.00)	Administrative - Remove duplicated position
Community Development Total	-	
Parks, Recreation & Cultural Services		
Senior Park Developer	1.00	Add 1.0 FTE Regular Senior Park Developer
Special Events Manager	(1.00)	Reclassify Special Events Manager to Cultural Services Manager
Cultural Services Manager	1.00	Reclassify Cultural Services Manager from Special Events Manager
Parks, Recreation & Cultural Services Total	1.00	
Economic Prosperity and Housing		
Economic Development Division Manager	(1.00)	Reclassify Economic Development Division Manager to Deputy Economic Development Director
Deputy Economic Development Director	1.00	Reclassify Deputy Economic Development Director from Economic Development Division Manager
Principal Planner	1.00	Reorganization from Facilities and Grounds Maintenance Fund and reclassify to Principal Planner
Senior Planner	1.00	Add 1.0 FTE 3-YR Limited-Term Senior Planner supported by American Rescue Plan Act (ARPA)
Support Specialist III	0.50	Increase 0.5 FTE to 1.0 Support Specialist III
Economic Prosperity and Housing Total	2.50	
General Governmental		
Overhire (New)	8.00	Add 8.0 flexible FTE shells to be used annually as overhire positions
General Governmental Total	8.00	
001 General Fund Total	10.50	

2022 First Supplemental (Adj Total) Notes		
102 Street Fund		
Streets & Transportation		
Construction Inspection Specialist	(1.00)	Reclassify Construction Inspection Specialist to Engineering Specialist Reclassify Engineering Specialist from Construction Inspection Specialist
Engineering Specialist	1.00	Specialist
Streets & Transportation Total	-	
102 Street Fund Total	-	
103 Street Funding Initiative - Operating Fund		
Streets & Transportation		
Construction Inspection Specialist	(1.00)	Administrative: Revert Construction Inspection Specialist back to Senior Construction Inspector
Senior Construction Inspector	1.00	Administrative: Revert Senior Construction Inspector from Construction Inspection Specialist
Streets & Transportation Total	-	
103 Street Funding Initiative - Operating Fund To	-	
108 CED Grants Fund		
Economic Prosperity and Housing		
Assistant Planner	(1.00)	Reclassify Assistant Planner to Associate Planner
Associate Planner	1.00	Reclassify Associate Planner from Assistant Planner
Economic Prosperity and Housing Total	-	
108 CED Grants Fund Total	-	
151 Fire Fund		
Fire		
Fire Captain	2.00	Reclassify Fire Capitans from Firefighters
Fire Captain Paramedic	2.00	Reclassify Fire Capitan Paramedics from Firefighter Paramedics
Firefighter	(2.00)	Reclassify Firefighters to Fire Captains
Firefighter Paramedic	(2.00)	Reclassify Firefighter Paramedics to Fire Captains
Support Specialist III	2.00	Add Regular 2.0 FTE Support Specialist III to support Proposition 2 Ballot Measure
Material Control Coordinator	1.00	Add Regular 1.0 FTE Material Control Coordinator to support Proposition 2 Ballot Measure
Fire Total	3.00	
151 Fire Fund Total	3.00	
445 Water Utility Fund		
Engineering & Construction Services		
Civil Engineer	1.00	Add 1.0 FTE Civil Engineer
Construction and Engineering Manager	(1.00)	Reclassify 1.0 FTE Construction and Engineering Manager to City Engineer
Senior Construction Inspector	2.00	Add 2.0 FTE Senior Construction Inspectors
Survey Specialist	1.00	Add 1.0 Survey Specialist
City Engineer	1.00	Reclassify 1.0 FTE City Engineer from Construction and Engineering Manager
Engineering & Construction Services Total	4.00	
Operations & Maintenance		
Utility Service Inspector	(1.00)	Reclassify Utility Service Inspector to Lead Utility Inspector
Lead Utility Inspector	1.00	Reclassify Lead Utility Inspector from Utility Service Inspector
Operations & Maintenance Total	-	
445 Water Utility Fund Total	4.00	

	2022 First Supplemental (Adj Total)	Notes
475 Sewer Utility Fund		
Engineering & Construction Services		
Associate Civil Engineer	(1.00)	Administrative: Revert Associate Civil Engineer back to Civil Engineer
Civil Engineer	1.00	Administrative: Revert Civil Engineer back from Associate Civil Engineer
Engineering & Construction Services Total	-	
475 Sewer Utility Fund Total	-	
483 Building Inspection Fund		
Community Development		
Building Inspector III	2.00	Add Regular 2.0 FTE Building Inspector III
Community Development Total	2.00	
483 Building Inspection Fund Total	2.00	
504 Equipment Services Operations Fund		
Operations & Maintenance		
Vehicle Service Worker II Fire	(1.00)	Reclassify Vehicle Service Worker II - Fire to Emergency Equipment Mechanic
Emergency Equipment Mechanic	1.00	Reclassify Emergency Equipment Mechanic from Vehicle Service Worker II - Fire
Vehicle Service Worker I	(1.00)	Reclassify Vehicle Service Worker I to Vehicle Service Worker II
Vehicle Service Worker II	1.00	Reclassify Vehicle Service Worker II from Vehicle Service Worker I
Operations & Maintenance Total	-	
504 Equipment Services Operations Fund Total	-	
507 Facilities Maintenance Services Fund		
General Services		
Capital Projects Manager	2.00	Add Regular 2.0 FTEs Capital Project Managers
Financial Analyst	1.00	Add Regular 1.0 FTE Financial Analyst
Support Specialist II	1.00	Add Regular 1.0 FTE Support Specialist II
General Services Director	1.00	Reorganization from Grounds Maintenance Fund and Reclassify from General Services Manager
General Services Total	5.00	
507 Facilities Maintenance Services Fund Total	5.00	
508 Grounds Services Fund		
Engineering & Construction Services		
Capital Projects Manager	(1.00)	Reorganization to Economic Prosperity and Housing Department and Reclassify to Principal Planner
Engineering & Construction Services Total	(1.00)	
Operations & Maintenance		
General Services Manager	(1.00)	Reorganization to Facilities Maintenance Fund and Reclassify to General Services Director
Operations & Maintenance Total	(1.00)	
General Services		
Public Works Supervisor	-	Convert 1.0 Limited-Term Public Works Supervisor to Regular
General Services Total	-	
508 Grounds Services Fund Total	(2.00)	

2022 First Supplemental (Adj Total) Notes		
510 Internal Administrative Services Fund		
Finance		
Business Intelligence Analyst	1.00	Administrative: Revert to Business Intelligence Analyst From IT System Analyst C
IT Systems Analyst C	(1.00)	Administrative: Revert from IT System Analyst C to Business Intelligence Analyst
Finance Total	-	
Human Resources		
Human Resources Assistant	2.00	Reorganization from VPD to HR and reclassify to HR Assistant from Police Service Technician (PST); Add 1.0 HR Assistant to support Benefits Team
IT Systems Analyst C	1.00	Reorganization from IT to HR and Reclassify to IT System Analyst C (HRIS Analyst) from IT System Analyst B
Management Analyst B	(1.00)	Reclassify Management Analyst B to Employee Engagement Coordinator
Employee Engagement Coordinator	1.00	Reclassify Employee Engagement Coordinator from Management Analyst B
Professional Development Training Coordinator	(1.00)	Reclassify Professional Development Training Coordinator to Learning and Talent Development Coordinator
Learning and Talent Development Coordinator	1.00	Reclassify Learning and Talent Development Coordinator from Professional Development Training Coordinator
Human Resources Total	3.00	
Information Technology		
IT Systems Analyst B	(1.00)	Reorganization from IT to HR and reclassify from IT System Analyst B to IT System Analyst C (HRIS Analyst)
Computer Support Specialist	1.00	Reorganization to IT from VPD and reclassify to Computer Support Specialist from Police Service Technician (PST)
IT Systems Analyst D	1.00	Reorganization from IT from VPD and reclassify to IT System Analyst D from Police Service Technician (PST)
Information Technology Total	1.00	
510 Internal Administrative Services Fund Total	4.00	
Grand Total	26.50	

City of Vancouver

2022 First Supplemental Capital Projects by Group

Attachment C

Capital Group	Project Name	2022 First Supplemental
General	Heights District Redevelopment	880,250
	Operations Center Redevelopment	10,000,000
General Total		10,880,250
General - Asset Management	Firstenburg Multi Room Cooling Unit Project	180,000
	Fourth Plain Commons	10,390,283
	Grand Blvd backflow	50,000
	Upgrade and Program Elevator #3 at City Hall	180,000
General - Asset Management (Cont.)	Interfund	44,749
General - Asset Management Total		10,845,032
General - Fire Construction	Ladder/Roof Fall Protection for City Facilities	50,000
	Interfund	57,637
General - Fire Construction Total		107,637
Parks	District 4 Park Acquisition	1,000,000
	Esther Short Playground	473,952
	Esther Short Restroom	900,000
	Fisher's Quarry Neighborhood Park Development	65,000
	Fourth Plain Corridor	625,000
	Heights Park	(1,958,076)
	Jaggy Road Park	(109,744)
	Lauren Park Development	259,500
	Marshall Park Inclusive Nature Play for All	250,000
	Oakbrook Park Development	694,950
	Peter. S. Ogden Park Development	(710,000)
	Raymond E Shaffer Park Development	109,744
	Rose Village Park Development	296,000
	Vancouver Innovation Center (VIC)	1,000,000
	Interfund	76,010
Parks Total		2,972,336
Transportation/Streets - Street Initiatives	1st St - 164th to 192nd Utility Relocation	275,000
	5th Street FLAP Project	103,171
	Andresen - Fourth Plain Right Turn Lane Extension	60,000
	Devine Pedestrian Improvements - Mill Plain to 18th	250,000
	Fourth Plain & Stapleton Intersection Improvements	150,000
	Fourth Plain Blvd Bridge Pier Repair	66,605
	Fourth Plain Corridor	375,000
	Heights District Redevelopment	1,593,350
	Main Street - 5th to 15th	10,500,000
	Mill Plain BRT Project	125,539
	NW Neighborhood Connectivity (Lincoln Sidewalks)	400,000
	NW 32nd - Lower River Rd to NW 61st St	5,100,000
	Section 30 Traffic Study Reimbursement	48,620
	Interfund	(6,505)
Transportation/Streets - Street Initiatives Total		19,040,780
Transportation/Streets - Transportation	E 2nd Street - Streetlights	225,000
	Evergreen Highway Trail Phase II	30,000
	Interfund	(178,307)
Transportation/Streets - Transportation Total		76,693
Surfacewater	Heights District Redevelopment	200,000
	Interfund	(34,155)
Surfacewater Total		165,845

City of Vancouver

2022 First Supplemental Capital Projects by Group

Attachment C

Capital Group	Project Name	2022 First Supplemental
VNHR	Interfund	(14,280)
VNHR Total		(14,280)
Wastewater	Heights District Redevelopment	221,400
	Main Street - 5th to 15th	760,000
	Interfund	(47,889)
Wastewater Total		933,511
Water	Haagen Park, North of 9th St (T-37)	200,000
	Main Street - 5th to 15th	700,000
	Interfund	107,383
Water Total		1,007,383
Grand Total		46,015,187

2022 Nonunion Non-Exempt Schedule				
Non-Exempt				
13	\$ 83,904	\$ 94,386	\$ 104,868	
Senior Digital Forensics Investigator	\$ 6,992	\$ 7,866	\$ 8,739	
Computer Technician Supervisor				
12	\$ 79,728	\$ 89,682	\$ 99,636	
	\$ 6,644	\$ 7,474	\$ 8,303	
11	\$ 75,744	\$ 85,194	\$ 94,644	
Senior Computer Support Specialist	\$ 6,312	\$ 7,100	\$ 7,887	
10	\$ 72,132	\$ 81,144	\$ 90,156	
Neighborhood Coordinator	\$ 6,011	\$ 6,762	\$ 7,513	
Solid Waste Analyst				
Digital Forensics Investigator				
9	\$ 68,556	\$ 77,106	\$ 85,656	
Accountant B	\$ 5,713	\$ 6,426	\$ 7,138	
Citizen Liason				
Communications Specialist				
Computer Support Specialist				
Educator				
Help Desk Specialist				
Web Content Manager				
Homeless Response Coordinator				
Procurement Specialist				
8	\$ 65,100	\$ 73,242	\$ 81,384	
Assistant to the City Council	\$ 5,425	\$ 6,104	\$ 6,782	
Material Control Coordinator				
Video Producer				
7	\$ 61,824	\$ 69,564	\$ 77,304	
Administrative Assistant	\$ 5,152	\$ 5,797	\$ 6,442	
Assistant Planner				
Assistant Financial Analyst				
Human Resources Assistant				
Program Coordinator				
Risk Analyst A				
Video Services Coordinator				
Management Analyst A				
6	\$ 58,752	\$ 66,096	\$ 73,440	
Accountant A	\$ 4,896	\$ 5,508	\$ 6,120	
Communications Coordinator				
5	\$ 55,800	\$ 62,778	\$ 69,756	
Resources Service Technician	\$ 4,650	\$ 5,232	\$ 5,813	

4	\$ 53,016	\$ 59,646	\$ 66,276
Support Specialist III	\$ 4,418	\$ 4,971	\$ 5,523
Volunteer Program Assistant			
3	\$ 50,256	\$ 56,532	\$ 62,808
	\$ 4,188	\$ 4,711	\$ 5,234
2	\$ 47,832	\$ 53,826	\$ 59,820
Support Specialist II	\$ 3,986	\$ 4,486	\$ 4,985
1	\$ 45,444	\$ 51,138	\$ 56,832
	\$ 3,787	\$ 4,262	\$ 4,736
Departmental Aide	\$ 30,139	\$ 33,910	\$ 37,680
	\$ 2,512	\$ 2,826	\$ 3,140

2022 Nonunion Exempt Schedule			
Exempt			
24	193,884	222,840	251,796
Deputy City Manager	16,157	18,570	20,983
23	178,116	204,870	231,624
City Attorney	14,843	17,073	19,302
Fire Chief			
Police Chief			
22	169,632	195,114	220,596
Public Works Director	14,136	16,260	18,383
Assistant City Manager			
21	161,544	185,826	210,108
Chief Financial Officer	13,462	15,486	17,509
Community Development Director			
Human Resources Director			
Information Technology Director			
Parks and Recreation Director			
Economic Development Director			
20	153,864	176,976	200,088
Assistant Police Chief	12,822	14,748	16,674
Deputy Fire Chief			
19	146,568	168,564	190,560
Chief Assistant City Attorney	12,214	14,047	15,880
18	139,320	160,212	181,104
	11,610	13,351	15,092
17	132,336	152,202	172,068
HR Deputy Director	11,028	12,684	14,339
Deputy Finance Director			
Construction and Engineering Manager			
City Engineer			
Operations Manager			
Streets and Transportation Manager			
Deputy Community Development Director			
Deputy Economic Development Director			
16	125,748	144,594	163,440
Assistant City Attorney III	10,479	12,050	13,620
City Prosecutor			
Communications Director			
Fire Marshal			
IT Application Services Manager			

IT Technical Services Manager General Services Director Program and Policy Development Manager Construction Services Manager Director of Diversity, Equity and Inclusion			
15 Development Review Division Manager Economic Development Division Manager Recreation Services Manager	119,436 9,953	137,352 11,446	155,268 12,939
14 Assistant City Attorney II Treasurer	113,472 9,456	130,494 10,875	147,516 12,293
13 Accounting Manager	107,808 8,984	123,984 10,332	140,160 11,680
Building Official Engineering Program Manager Engineering Manager Finance and Asset Manager Procurement Manager Utility Engineering Program Manager			
12 Airport Manager Emergency Preparedness Manager Risk and Safety Manager Senior Civil Engineer Cultural Services Manager Senior Traffic Engineer IT System Administration Supervisor	102,408 8,534	117,774 9,815	133,140 11,095
11 Assistant Building Official City Surveyor Community Development Manager Environmental Services Manager Equipment Superintendent IT Systems Analyst D Long Range Planning Program Manager Operations Superintendent Utilities Administration Manager Assistant Fire Marshal GIS Manager	97,284 8,107	111,882 9,324	126,480 10,540
10 Capital Projects Manager Land Use Program Manager Performance Analyst D Principal Planner	92,424 7,702	106,296 8,858	120,168 10,014

Senior Policy Analyst Senior Transportation Policy Advisor			
9	87,804	100,980	114,156
Business Intelligence Analyst	7,317	8,415	9,513
Civil Engineer			
IT Systems Analyst C			
Parking Manager			
Payroll Manager			
Professional Land Surveyor			
Recreation Facility Manager			
Senior Budget Analyst			
Traffic Engineer			
Video Services Manager			
Strategic Communications Manager			
GIS Supervisor			
Public Engagement Manager			
8	83,400	95,910	108,420
Assistant City Attorney I	6,950	7,993	9,035
Benefits Analyst			
Environmental Scientist			
Employee and Labor Relations Analyst			
Senior Financial Analyst			
IT Systems Analyst B			
Police Records Manager			
Property Management Specialist			
Senior Planner			
Internal Auditor			
7	79,236	91,128	103,020
Associate Civil Engineer	6,603	7,594	8,585
Budget Analyst			
Senior Communications Specialist			
Emergency Equipment Supervisor			
Equipment Mechanic Supervisor			
Finance and Logistics Supervisor			
Senior Park Developer			
Permit Center Supervisor			
Safety Officer			
Technical Engineering Supervisor			
Workers' Compensation Analyst			
6	75,276	86,562	97,848
Accountant C	6,273	7,214	8,154
Classification and Compensation Analyst			
Finance Supervisor II			
Financial Analyst			
HRIS/Leave Analyst			
Management Analyst B			

Learning and Talent Development Coordinator Professional Development Training Coordinator Employee Engagement Coordinator Recreation Services Supervisor Safety Coordinator Solid Waste Supervisor Special Events Manager Urban Forester Volunteer Coordinator Senior Procurement Specialist			
5	71,520	82,248	92,976
Associate Planner	5,960	6,854	7,748
Park Developer			
Utility Service Supervisor			
CTR Coordinator			
4	67,968	78,138	88,308
Administrative Assistant to the City Manager	5,664	6,512	7,359
Evidence Supervisor			
IT Systems Analyst A			
Records Supervisor			
Senior Legal Assistant			
Police Records Supervisor			
3	64,536	74,220	83,904
	5,378	6,185	6,992
2	61,308	70,506	79,704
Construction Project Coordinator	5,109	5,876	6,642
1	56,520	65,010	73,500
Parking Supervisor	4,710	5,418	6,125



Staff Report: 065-22

TO: Mayor and City Council

FROM: Eric Holmes, City Manager

DATE: 5/16/2022

SUBJECT Aegis Phase 2 MFTE (Academy site)

Key Points

- The Multifamily Tax Exemption Program (VMC 3.22) is designed as an incentive for developers to build new multi-family development in targeted areas of the City.
- A development applicant is requesting an 8 year property tax exemption for market rate apartments using the public benefit contribution option.
- The requested exemption is for a residential development that includes a 6-story, 195 unit apartment building, 256 parking spaces (201 structured) in the downtown core.
- The estimated construction cost is \$71 million. The City will receive additional revenues during the exemption including sales tax, permit fees, and system development charges.
- The applicant is proposing \$300,000 for on-site public space improvements and art installations and a \$400,000 contribution to the City's planned reconstruction of Main Street.
- The applicant is proposing to alter their development to an "all electric" building (no natural gas) to comply with the intent of City Council's interim policy on climate action.
- This proposed development is the second phase of the Aegis development surrounding the historic academy site.

Strategic Plan Alignment

Goal 1, Objective 1.2: Ensure our infrastructure, including buildings and utilities, is safe, environmentally responsible and well maintained.

Goal 8, Objective 8.1: Make downtown Vancouver a vibrant destination for the community and the region.

Goal 8, Objective 8.2: Strengthen neighborhood business districts.

Present Situation

The project site is located in the Vancouver City Center Vision target area at the intersection of

12th Street and D Street north of the historic Academy building. The applicant is requesting a multifamily tax exemption for a six-story apartment building containing 195 apartment units, 201 structured and 55 surface parking spaces, and a bicycle facility to accommodate 200 bicycles. The building design and public benefit proposal was reviewed and unanimously approved by the CCRA on February 17, 2022. This is the second phase of the Aegis development project surrounding the Academy building. Phase 1 received an MFTE certificate for 147 apartment units with 6,700 sf of retail and 148 parking spaces. Phase 1 construction is underway and scheduled to complete in 2023.

The applicant is requesting an 8-year exemption for market rate units by providing a public benefit contribution. The public benefit includes \$300,000 in public art to enhance the open space site surrounding the Academy. The open space will be dedicated as a public area. An additional \$400,000 in funding will be contributed to the City's Main Street reconstruction project between 5th and 15th Street.

The proposed building will have 195 apartment units including studio, 1 bedroom, and 2 bedroom units. Per the applicant the unit types and rents will be:

Type	Units	Rent
Studio	79	\$1,481
1 Bed / 1 Ba	76	\$1,762
2 Bed / 2 1a	8	\$2,200
2 Bed / 2 Ba	32	\$2,479

Over 20 years (with the exemption) the project is estimated to generate \$13 million in taxes benefitting all taxing districts (ports, county, city, etc.) with \$1.5 million specifically generated for the City of Vancouver. Potentially foregone revenue during the exemption is estimated at over \$2.7 million for all taxing districts and \$845,000 specifically for Vancouver. The development is still expected to generate \$778,000 in construction and utility taxes annually during the exemption period and then \$920,000 annually after the 8-year exemption expires. Without the proposed development the site is generating approximately \$51,000 in tax revenue annually.

In July 2021 the Vancouver City Council implemented an interim policy on climate action requiring all projects subject to a development agreement to meet certain LEED building specifications or equivalent measures. The applicant completed the permit plan review of the Aegis Phase 1 development prior to the July 2021 City Council's review of the interim policy climate action. Similarly, the land use permit application for Aegis Phase 2 was submitted almost 2 years prior to Council's consideration of an interim policy on climate action. Despite predating the Council interim climate action policy, the applicant has agreed to modify their development such that the building will be an "all-electric" building that will not use natural gas. The applicant's proposal was reviewed by Cascadia Consulting Group, the City's climate action consultant. The consultant stated that 100% electrification of new buildings is in alignment with the City's Climate Action Plan goals.

Advantage(s)

The project provides:

- 195 additional residential units in the downtown core as envisioned by VMC 3.22
- Additional structured parking in the downtown core
- 40,000 square feet of public open space and public art opportunities

- \$400,000 in funding to rebuild Main Street between 5th and 15th Streets
- Activation of a currently vacant land in the downtown core
- The building will be all electric and not use natural gas, eliminating the generation of additional green gas emissions

Disadvantage(s)

The city will forego \$840,000 in taxes during the 8-year exemption period.

Budget Impact

The City will receive additional revenues with the development itself, including sales tax, permit fees and system development charges. There will be a small incremental increase in demand for public services during the initial 8-year exemption period without appurtenant tax revenues. Following the 8-year exemption period, the property will return to the tax base as new construction and the City and other taxing districts will begin receiving property taxes.

The City will also receive a \$400,000 contribution towards the Main Street reconstruction and public art valued at \$300,000.

Action Requested

On Monday, May 16, 2022, subject to public hearing, approve the resolution authorizing the City Manager or the Manager's designee to execute the Development Agreement for the Aegis Phase II MFTE project.

Bryan Monroe, Associate Planner, 360-487-7958; Patrick Quinton, Economic Development Director, 360-487-7845

ATTACHMENTS:

- ▢ Aegis PH2 MFTE Development Agreement
- ▢ Aegis PH2 MFTE Resolution
- ▢ Presentation

**DEVELOPMENT AGREEMENT
for
MULTI-FAMILY HOUSING LIMITED PROPERTY TAX
EXEMPTION**

THIS AGREEMENT is entered into this ____ day of _____, 2022, by and between East Evergreen Apartments II, LLC (hereinafter referred to as “Applicant”), and the CITY OF VANCOUVER, a Washington Charter City of the First Class (hereinafter referred to as “City”).

WITNESSETH:

WHEREAS, the City desires to stimulate new construction of multi-family housing in certain designated urban areas in order to reduce development pressure on single-family residential neighborhoods, to increase and improve housing opportunities, and to encourage development densities supportive of transit use, and

WHEREAS, the City is interested in promoting new housing in the downtown area of the City of Vancouver, and

WHEREAS, the City has, pursuant to authority granted to it under the Revised Code of Washington (RCW), designated various Residential Target Areas for the provision of limited property tax exemptions for new multi-family residential housing, and

WHEREAS, the City has, as set forth at Chapter 3.22 of the Vancouver Municipal Code (“VMC”), enacted a program whereby property owners may qualify for a Final Certificate of Tax Exemption which certifies to the Clark County Assessor and Treasurer that the Applicant is eligible to receive a limited property tax exemption, and

WHEREAS, in July of 2021 the Vancouver City Council proposed an interim climate action policy requiring all projects subject to a development agreement must meet certain green building methods; and,

WHEREAS, the Applicant is interested in receiving a limited property tax exemption for constructing units of new multi-family residential housing within the Vancouver City Center Vision Subarea, which is a Designated Residential Target Area identified in Chapter 3.22 VMC, and

WHEREAS, the Applicant has submitted to the City a complete application for the City’s limited tax exemption program outlining the proposed development of new multi-family residential housing to be constructed on property described in the legal description in Exhibit A (Property) for an 8-year market rate tax exemption providing public benefit contributions.

WHEREAS, the applicant has committed to providing an all electric building foregoing the use of natural gas and generation of potential green house gasses.

WHEREAS, the City has determined that the improvements to the Property will, if completed as proposed, satisfy the requirements for a Final Certificate of Tax Exemption.

NOW THEREFORE, the City and Applicant mutually agree as follows:

1. The City agrees to issue the Applicant a Conditional Certificate of Acceptance of Tax Exemption.
2. The City has determined that the Development provides public benefits in lieu of affordable housing units on the Property and within the Vancouver City Center Vision Subarea generally and agrees to issue the Applicant a Conditional Certificate of Acceptance of Tax Exemption for a period of eight (8) years in accordance with VMC 3.22.040 (the “Conditional Certificate”). The public benefits provided by the applicant for this project include but are not limited to those set forth on Exhibit B attached hereto (the “Public Benefits”).
3. The Applicant agrees to construct on the Property multi-family residential housing as described in the most recent site plans, floor plans, and elevations on file with the City as of the date of City Council approval of this agreement. In no event shall such construction provide fewer than 195 new permanent multi-family residential units.
4. The applicant agrees to forego the use of natural gas with the development to eliminate potential future greenhouse gas generation
5. The Applicant agrees to complete construction of the agreed upon Property improvements and public benefit improvements (Exhibit B) within three years from the date the City issues the Conditional Certificate of Acceptance of Tax Exemption, or within any extension thereof granted by the City.
6. The Applicant agrees, upon completion of the improvements and upon issuance by the City of a temporary or permanent certificate of occupancy, to file with the City’s Director of Community Development (“Director”) the following:
 - (a) A statement of expenditures made with respect to each multi-family housing unit and the total expenditures made with respect to the entire property;
 - (b) A description of the completed work and a statement of qualifications for the exemption; and

- (c) A statement that the work was completed within the required three-year period or any authorized extension.
- 7. The City agrees, conditioned on the Applicant's successful completion of the Property in accordance with the terms of this Agreement and on the Applicant's filing of the materials described in Paragraph 5 above, to file a Final Certificate of Tax Exemption with the Clark County Treasurer and Assessor within ten days.
- 8. The Applicant agrees, within 30 days following the first anniversary of the City's filing of the Final Certificate of Tax Exemption, and each year thereafter for a period of eight years, to file a notarized declaration with the Director indicating the following:
 - (a) A statement identifying the total number of occupied and vacant multi-family units receiving a property tax exemption;
 - (b) A certification that the property continues to be in compliance with this Agreement, Chapter 3.22 VMC, and Chapter 84.14 RCW;
 - (c) A description of any improvements or changes to the property constructed after the issuance of the certificate of tax exemption; and
 - (d) The total monthly rent for each unit.
- 9. The applicant agrees to maintain the property including all improvements in compliance with all applicable City codes and requirements.
- 10. The Applicant agrees to maintain records supporting all information provided to the City and to make those records and the multi-family units available for inspection by the City. Failure to submit the annual declaration identified in Paragraph 7 or to maintain adequate records may result in the tax exemption being canceled.
- 11. If the Applicant converts the multi-family residential housing units constructed under this Agreement to another use, the Applicant shall notify the Clark County Assessor and Treasurer and the Director within 60 days of such change in use.
- 12. The Applicant agrees to notify the Director promptly of any transfer of the Applicant's ownership interest in the site or in the improvements made to the site under this Agreement.
- 13. The City reserves the right to cancel the Final Certificate of Tax Exemption should the Applicant, its successors and assigns, fail to comply with any of the terms and conditions of this Agreement. Cancellation of the Final Certificate of Tax Exemption may subject the Applicant to potential tax liability as further described in RCW 84.14;

14. No modifications of this Agreement shall be made unless mutually agreed upon by the parties in writing.
15. In the event that any term or clause of this Agreement conflicts with applicable law, such conflict shall not affect other terms of this Agreement which can be given effect without the conflicting term or clause, and to this end, the terms of this Agreement are declared to be severable.
16. Applicant agrees that this Agreement is subject to the Vancouver Multi-Family Housing Tax Exemption set forth at Vancouver Municipal Code, Chapter 3.22.

CITY OF VANCOUVER

East Evergreen Apartments II, LLC

Eric Holmes, City Manager

Name-Title

Attest:

Natasha Ramras, City Clerk

Approved as to form:

Jonathan Young, City Attorney

Development Agreement
EXHIBIT A
LEGAL DESCRIPTION

ADJUSTED PARCEL 4

REAL PROPERTY SITUATED IN THE CITY OF VANCOUVER, CLARK COUNTY, WASHINGTON, BEING A PORTION OF BLOCKS 47 AND 48 OF THE PLAT OF EAST VANCOUVER (C-70), RECORDS OF SAID COUNTY, LYING IN THE NORTHEAST QUARTER OF SECTION 27, TOWNSHIP 2 NORTH, RANGE 1 EAST OF THE WILLAMETTE MERIDIAN, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTHWEST CORNER OF BLOCK 42 OF CITY OF VANCOUVER (COMMONLY KNOWN AS EAST VANCOUVER), ACCORDING TO THE PLAT THEREOF, RECORDED IN BOOK "C" OF PLATS, PAGE 70, RECORDS OF CLARK COUNTY, WASHINGTON; THENCE ALONG THE SOUTH LINE OF SAID BLOCK 42, ALSO BEING THE NORTH RIGHT-OF-WAY LINE OF EAST EVERGREEN BLVD, SOUTH 87°40'59" EAST A DISTANCE OF 150.00 FEET; THENCE NORTH 02°20'32" EAST PARALLEL TO THE WEST LINE OF SAID BLOCK 42 A DISTANCE OF 125.00 FEET; THENCE NORTH 87°40'59" WEST A DISTANCE OF 50.00 FEET; THENCE NORTH 02°20'32" EAST A DISTANCE OF 144.70 FEET TO A POINT ON THE NORTHERLY LINE OF ADJUSTED PARCEL 1 AS RECORDED UNDER AUDITOR'S FILE NUMBER 5141996; THENCE ALONG THE NORTHERLY LINE OF SAID ADJUSTED PARCEL 1 SOUTH 87°46'11" EAST A DISTANCE OF 16.00 TO THE **TRUE POINT OF BEGINNING**; THENCE CONTINUING ALONG THE NORTHERLY LINE OF SAID ADJUSTED PARCEL 1 THE FOLLOWING COURSES; SOUTH 87°46'11" EAST A DISTANCE OF 98.62; THENCE NORTH 02°23'59" EAST A DISTANCE OF 87.70 FEET; SOUTH 87°46'11" EAST A DISTANCE OF 126.54 FEET; THENCE LEAVING THE NORTHERLY LINE OF SAID ADJUSTED PARCEL 1 NORTH 02°20'32" EAST A DISTANCE OF 162.48 FEET TO THE CENTERLINE OF EAST 12TH STREET (VACATED); THENCE WESTERLY ALONG SAID CENTERLINE NORTH 87°39'59" WEST A DISTANCE OF 61.38 FEET TO A POINT ON THE EASTERLY RIGHT-OF-WAY LINE OF D STREET; THENCE ALONG SAID RIGHT-OF-WAY LINE SOUTH 02°23'59" WEST DISTANCE OF 40.00 FEET TO A POINT ON THE SOUTHERLY RIGHT-OF-WAY LINE OF EAST 12TH STREET; THENCE ALONG SAID RIGHT-OF-WAY LINE NORTH 87°39'59" WEST A DISTANCE OF 163.83 FEET TO A POINT WHICH BEARS NORTH 02°20'32" EAST FROM THE TRUE POINT OF BEGINNING; THENCE SOUTH 02°20'32" WEST A DISTANCE OF 210.59 FEET TO THE **TRUE POINT OF BEGINNING**.

TOGETHER WITH ALL VACATED STREETS LYING WITHIN SAID PARCEL.

CONTAINING 0.89 ACRES, MORE OR LESS.

Development Agreement
EXHIBIT A
LEGAL DESCRIPTION

ADJUSTED PARCEL 5

REAL PROPERTY SITUATED IN THE CITY OF VANCOUVER, CLARK COUNTY, WASHINGTON, BEING A PORTION OF BLOCKS 48 AND 49 OF THE PLAT OF EAST VANCOUVER (C-70), RECORDS OF SAID COUNTY, LYING IN THE NORTHEAST QUARTER OF SECTION 27, TOWNSHIP 2 NORTH, RANGE 1 EAST OF THE WILLAMETTE MERIDIAN, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTHWEST CORNER OF BLOCK 42 OF CITY OF VANCOUVER (COMMONLY KNOWN AS EAST VANCOUVER), ACCORDING TO THE PLAT THEREOF, RECORDED IN BOOK "C" OF PLATS, PAGE 70, RECORDS OF CLARK COUNTY, WASHINGTON; THENCE ALONG THE SOUTH LINE OF SAID BLOCK 42, ALSO BEING THE NORTH RIGHT-OF-WAY LINE OF EAST EVERGREEN BLVD, SOUTH 87°40'59" EAST A DISTANCE OF 150.00 FEET; THENCE NORTH 02°20'32" EAST PARALLEL TO THE WEST LINE OF SAID BLOCK 42 A DISTANCE OF 125.00 FEET; THENCE NORTH 87°40'59" WEST A DISTANCE OF 50.00 FEET; THENCE NORTH 02°20'32" EAST A DISTANCE OF 144.70 FEET TO A POINT ON THE NORTHERLY LINE OF ADJUSTED PARCEL 1 AS RECORDED UNDER AUDITOR'S FILE NUMBER 5141996; THENCE ALONG THE NORTHERLY LINE OF SAID ADJUSTED PARCEL 1 THE FOLLOWING COURSES; SOUTH 87°46'11" EAST A DISTANCE OF 114.62 FEET; THENCE NORTH 02°23'59" EAST A DISTANCE OF 87.70 FEET; THENCE SOUTH 87°46'11" EAST A DISTANCE OF 126.54 FEET AND THE TRUE POINT OF BEGINNING; THENCE CONTINUING EASTERLY ON SAID NORTHERLY LINE OF ADJUSTED PARCEL 1 SOUTH 87°46'11" EAST A DISTANCE OF 69.17 FEET TO A POINT ON THE WESTERLY LINE OF ADJUSTED PARCEL 5 AS RECORDED UNDER AUDITOR'S FILE NUMBER 5141996; THENCE SOUTH 01°29'21" WEST ALONG SAID WESTERLY LINE A DISTANCE OF 79.57 FEET TO THE SOUTHWEST CORNER THEREOF; THENCE SOUTH 88°30'39" EAST ALONG THE SOUTH LINE OF SAID ADJUSTED PARCEL 5 AND THE EASTERLY PROJECTION THEREOF A DISTANCE OF 205.32 FEET TO A POINT ON THE WESTERLY RIGHT-OF-WAY LINE OF INTERSTATE FREEWAY 5; THENCE NORTHERLY ALONG SAID RIGHT-OF-WAY LINE NORTH 24°11'28" EAST A DISTANCE OF 134.64 FEET TO AN ANGLE POINT THEREIN; THENCE CONTINUING ALONG SAID RIGHT-OF-WAY LINE NORTH 13°12'32" EAST A DISTANCE OF 116.01 FEET TO THE CENTERLINE OF EAST 127" STREET (VACATED); THENCE WESTERLY ALONG SAID CENTERLINE NORTH 87°39'59" WEST A DISTANCE OF 347.63 FEET TO A POINT WHICH BEARS NORTH 02°20'32" EAST FROM THE TRUE POINT OF BEGINNING; THENCE SOUTH 02°20'32" WEST A DISTANCE OF 162.48 FEET TO THE **TRUE POINT OF BEGINNING**.

TOGETHER WITH ALL VACATED STREETS LYING WITHIN SAID PARCEL.

CONTAINING 1.63 ACRES, MORE OR LESS.

Development Agreement
EXHIBIT B
PUBLIC IMPROVEMENTS

1. Developer shall install public art on the Property, prior to issuance of the final tax exemption certificate, with a value no less than \$300,000 subject to review by the City's Culture, Arts and Heritage Commission; application can be found at the bottom of the Public Art Committee webpage located here: [Public Art Application](#)
2. Developer shall provide funding for the City of Vancouver Main Street reconstruction project, prior to issuance of the final tax exemption certificate, in an amount of no less than \$400,000

[Meeting Date]

RESOLUTION NO. M- [Resolution Number]

A RESOLUTION of the City Council of the City of Vancouver approving an agreement with East Evergreen Apartments II, LLC for an 8 year property tax exemption for market rate apartments with public benefit contributions for the property located at 313 E. 12th Street (Exhibit A) in Vancouver, Washington.

WHEREAS, the City of Vancouver desires to stimulate new construction of multi-family rental housing in specifically designated urban areas in order to reduce development pressure on single-family residential neighborhoods, to increase and improve housing opportunities, and encourage development densities supportive of tenant use, and

WHEREAS, the City is interested in promoting new rental housing in the VCCV subarea in the City of Vancouver; and

WHEREAS, the City has, pursuant to authority granted under the Revised Code of Washington (RCW), designated various “Residential Target Areas” for the provision of limited property tax exemptions for new multi-family residential housing; and

WHEREAS, the City has set forth in Chapter 3.22 of the Vancouver Municipal Code (VMC) a program whereby property owners may qualify for a “Final Certificate of Tax Exemption,” which certifies to the Clark County Assessor and Treasurer that a property is eligible to receive a limited property tax exemption; and

WHEREAS, East Evergreen Apartments II, LLC (Applicant) is interested in receiving a limited property tax exemption for constructing 195 units of new, multi-family, rental housing

RESOLUTION - 1

within the VCCV subarea, which is a designated “Residential Target Area” identified in Chapter 3.22 VMC; and,

WHEREAS, the Applicant has submitted to the City a complete application for the City’s limited tax exemption program outlining the proposed development of new multi-family rental housing to be constructed on property located at 313 E. 12th Street (Property); and

WHEREAS, the City has determined that the public benefit contributions to the Property including those outlined in the Development Agreement (Exhibit B) will, if completed, satisfy the requirements for a Final Certificate of Tax Exemption.

WHEREAS, in July of 2022 the Vancouver City Council proposed an interim climate action policy requiring all projects subject to a development agreement must meet certain green building methods; and,

WHEREAS, the applicant has committed to providing an all electric building foregoing the use of natural gas and generation of potential green house gasses.

NOW, THEREFORE,

BE IT RESOLVED BY THE CITY OF VANCOUVER:

Section 1. Agreement attached hereto as Exhibit B between East Evergreen Apartments II, LLC and the City of Vancouver, a Washington Municipal Corporation, is approved.

Section 2. The City Manager of the City of Vancouver or his designee is authorized to execute the Agreement attached hereto as Exhibit B.

RESOLUTION - 2

ADOPTED at a regular session of the Vancouver City Council this ____ day of _____, 2022.

Anne McEnery-Ogle, Mayor

Attest:

Natasha Ramras, City Clerk

Approved as to form:

Jonathan Young, City Attorney

RESOLUTION - 3

Resolution
Exhibit A
Legal Description
1 of 2

ADJUSTED PARCEL 4

REAL PROPERTY SITUATED IN THE CITY OF VANCOUVER, CLARK COUNTY, WASHINGTON, BEING A PORTION OF BLOCKS 47 AND 48 OF THE PLAT OF EAST VANCOUVER (C-70), RECORDS OF SAID COUNTY, LYING IN THE NORTHEAST QUARTER OF SECTION 27, TOWNSHIP 2 NORTH, RANGE 1 EAST OF THE WILLAMETTE MERIDIAN, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTHWEST CORNER OF BLOCK 42 OF CITY OF VANCOUVER (COMMONLY KNOWN AS EAST VANCOUVER), ACCORDING TO THE PLAT THEREOF, RECORDED IN BOOK "C" OF PLATS, PAGE 70, RECORDS OF CLARK COUNTY, WASHINGTON; THENCE ALONG THE SOUTH LINE OF SAID BLOCK 42, ALSO BEING THE NORTH RIGHT-OF-WAY LINE OF EAST EVERGREEN BLVD, SOUTH 87°40'59" EAST A DISTANCE OF 150.00 FEET; THENCE NORTH 02°20'32" EAST PARALLEL TO THE WEST LINE OF SAID BLOCK 42 A DISTANCE OF 125.00 FEET; THENCE NORTH 87°40'59" WEST A DISTANCE OF 50.00 FEET; THENCE NORTH 02°20'32" EAST A DISTANCE OF 144.70 FEET TO A POINT ON THE NORTHERLY LINE OF ADJUSTED PARCEL 1 AS RECORDED UNDER AUDITOR'S FILE NUMBER 5141996; THENCE ALONG THE NORTHERLY LINE OF SAID ADJUSTED PARCEL 1 SOUTH 87°46'11" EAST A DISTANCE OF 16.00 TO THE **TRUE POINT OF BEGINNING**; THENCE CONTINUING ALONG THE NORTHERLY LINE OF SAID ADJUSTED PARCEL 1 THE FOLLOWING COURSES; SOUTH 87°46'11" EAST A DISTANCE OF 98.62; THENCE NORTH 02°23'59" EAST A DISTANCE OF 87.70 FEET; SOUTH 87°46'11" EAST A DISTANCE OF 126.54 FEET; THENCE LEAVING THE NORTHERLY LINE OF SAID ADJUSTED PARCEL 1 NORTH 02°20'32" EAST A DISTANCE OF 162.48 FEET TO THE CENTERLINE OF EAST 12TH STREET (VACATED); THENCE WESTERLY ALONG SAID CENTERLINE NORTH 87°39'59" WEST A DISTANCE OF 61.38 FEET TO A POINT ON THE EASTERLY RIGHT-OF-WAY LINE OF D STREET; THENCE ALONG SAID RIGHT-OF-WAY LINE SOUTH 02°23'59" WEST DISTANCE OF 40.00 FEET TO A POINT ON THE SOUTHERLY RIGHT-OF-WAY LINE OF EAST 12TH STREET; THENCE ALONG SAID RIGHT-OF-WAY LINE NORTH 87°39'59" WEST A DISTANCE OF 163.83 FEET TO A POINT WHICH BEARS NORTH 02°20'32" EAST FROM THE TRUE POINT OF BEGINNING; THENCE SOUTH 02°20'32" WEST A DISTANCE OF 210.59 FEET TO THE **TRUE POINT OF BEGINNING**.

TOGETHER WITH ALL VACATED STREETS LYING WITHIN SAID PARCEL.

CONTAINING 0.89 ACRES, MORE OR LESS.

RESOLUTION - 4

Resolution
Exhibit A
Legal Description
2 of 2

ADJUSTED PARCEL 5

REAL PROPERTY SITUATED IN THE CITY OF VANCOUVER, CLARK COUNTY, WASHINGTON, BEING A PORTION OF BLOCKS 48 AND 49 OF THE PLAT OF EAST VANCOUVER (C-70), RECORDS OF SAID COUNTY, LYING IN THE NORTHEAST QUARTER OF SECTION 27, TOWNSHIP 2 NORTH, RANGE 1 EAST OF THE WILLAMETTE MERIDIAN, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

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TOGETHER WITH ALL VACATED STREETS LYING WITHIN SAID PARCEL.

CONTAINING 1.63 ACRES, MORE OR LESS.

RESOLUTION - 5

Resolution
Exhibit B
**DEVELOPMENT AGREEMENT
for
MULTI-FAMILY HOUSING LIMITED PROPERTY TAX
EXEMPTION**

THIS AGREEMENT is entered into this ____ day of _____, 2022, by and between East Evergreen Apartments II, LLC (hereinafter referred to as “Applicant”), and the CITY OF VANCOUVER, a Washington Charter City of the First Class (hereinafter referred to as “City”).

WITNESSETH:

WHEREAS, the City desires to stimulate new construction of multi-family housing in certain designated urban areas in order to reduce development pressure on single-family residential neighborhoods, to increase and improve housing opportunities, and to encourage development densities supportive of transit use, and

WHEREAS, the City is interested in promoting new housing in the downtown area of the City of Vancouver, and

WHEREAS, the City has, pursuant to authority granted to it under the Revised Code of Washington (RCW), designated various Residential Target Areas for the provision of limited property tax exemptions for new multi-family residential housing, and

WHEREAS, the City has, as set forth at Chapter 3.22 of the Vancouver Municipal Code (“VMC”), enacted a program whereby property owners may qualify for a Final Certificate of Tax Exemption which certifies to the Clark County Assessor and Treasurer that the Applicant is eligible to receive a limited property tax exemption, and

WHEREAS, in July of 2021 the Vancouver City Council proposed an interim climate action policy requiring all projects subject to a development agreement must meet certain green building methods; and,

WHEREAS, the Applicant is interested in receiving a limited property tax exemption for constructing units of new multi-family residential housing within the Vancouver City Center Vision Subarea, which is a Designated Residential Target Area identified in Chapter 3.22 VMC, and

WHEREAS, the Applicant has submitted to the City a complete application for the City’s limited tax exemption program outlining the proposed development of new multi-family residential housing to be constructed on property described in the legal description in Exhibit A (Property) for an 8-year market rate tax exemption providing public benefit contributions.

RESOLUTION - 6

WHEREAS, the applicant has committed to providing an all electric building foregoing the use of natural gas and generation of potential green house gasses.

WHEREAS, the City has determined that the improvements to the Property will, if completed as proposed, satisfy the requirements for a Final Certificate of Tax Exemption.

NOW THEREFORE, the City and Applicant mutually agree as follows:

1. The City agrees to issue the Applicant a Conditional Certificate of Acceptance of Tax Exemption.
2. The City has determined that the Development provides public benefits in lieu of affordable housing units on the Property and within the Vancouver City Center Vision Subarea generally and agrees to issue the Applicant a Conditional Certificate of Acceptance of Tax Exemption for a period of eight (8) years in accordance with VMC 3.22.040 (the “Conditional Certificate”). The public benefits provided by the applicant for this project include but are not limited to those set forth on Exhibit B attached hereto (the “Public Benefits”).
3. The Applicant agrees to construct on the Property multi-family residential housing as described in the most recent site plans, floor plans, and elevations on file with the City as of the date of City Council approval of this agreement. In no event shall such construction provide fewer than 195 new permanent multi-family residential units.
4. The applicant agrees to forego the use of natural gas with the development to eliminate potential future greenhouse gas generation
5. The Applicant agrees to complete construction of the agreed upon Property improvements and public benefit improvements (Exhibit B) within three years from the date the City issues the Conditional Certificate of Acceptance of Tax Exemption, or within any extension thereof granted by the City.
6. The Applicant agrees, upon completion of the improvements and upon issuance by the City of a temporary or permanent certificate of occupancy, to file with the City’s Director of Community Development (“Director”) the following:
 - (a) A statement of expenditures made with respect to each multi-family housing unit and the total expenditures made with respect to the entire property;
 - (b) A description of the completed work and a statement of qualifications for the exemption; and
 - (c) A statement that the work was completed within the required three-year period or any authorized extension.

RESOLUTION - 7

7. The City agrees, conditioned on the Applicant's successful completion of the Property in accordance with the terms of this Agreement and on the Applicant's filing of the materials described in Paragraph 5 above, to file a Final Certificate of Tax Exemption with the Clark County Treasurer and Assessor within ten days.
8. The Applicant agrees, within 30 days following the first anniversary of the City's filing of the Final Certificate of Tax Exemption, and each year thereafter for a period of eight years, to file a notarized declaration with the Director indicating the following:
 - (a) A statement identifying the total number of occupied and vacant multi-family units receiving a property tax exemption;
 - (b) A certification that the property continues to be in compliance with this Agreement, Chapter 3.22 VMC, and Chapter 84.14 RCW;
 - (c) A description of any improvements or changes to the property constructed after the issuance of the certificate of tax exemption; and
 - (d) The total monthly rent for each unit.
9. The applicant agrees to maintain the property including all improvements in compliance with all applicable City codes and requirements.
10. The Applicant agrees to maintain records supporting all information provided to the City and to make those records and the multi-family units available for inspection by the City. Failure to submit the annual declaration identified in Paragraph 7 or to maintain adequate records may result in the tax exemption being canceled.
11. If the Applicant converts the multi-family residential housing units constructed under this Agreement to another use, the Applicant shall notify the Clark County Assessor and Treasurer and the Director within 60 days of such change in use.
12. The Applicant agrees to notify the Director promptly of any transfer of the Applicant's ownership interest in the site or in the improvements made to the site under this Agreement.
13. The City reserves the right to cancel the Final Certificate of Tax Exemption should the Applicant, its successors and assigns, fail to comply with any of the terms and conditions of this Agreement. Cancellation of the Final Certificate of Tax Exemption may subject the Applicant to potential tax liability as further described in RCW 84.14;
14. No modifications of this Agreement shall be made unless mutually agreed upon by the parties in writing.

RESOLUTION - 8

15. In the event that any term or clause of this Agreement conflicts with applicable law, such conflict shall not affect other terms of this Agreement which can be given effect without the conflicting term or clause, and to this end, the terms of this Agreement are declared to be severable.
16. Applicant agrees that this Agreement is subject to the Vancouver Multi-Family Housing Tax Exemption set forth at Vancouver Municipal Code, Chapter 3.22.

CITY OF VANCOUVER

East Evergreen Apartments II, LLC

Eric Holmes, City Manager

Name-Title

Attest:

Natasha Ramras, City Clerk

Approved as to form:

Jonathan Young, City Attorney

RESOLUTION - 9

DEVELOPMENT AGREEMENT
EXHIBIT A
LEGAL DESCRIPTION

ADJUSTED PARCEL 4

REAL PROPERTY SITUATED IN THE CITY OF VANCOUVER, CLARK COUNTY, WASHINGTON, BEING A PORTION OF BLOCKS 47 AND 48 OF THE PLAT OF EAST VANCOUVER (C-70), RECORDS OF SAID COUNTY, LYING IN THE NORTHEAST QUARTER OF SECTION 27, TOWNSHIP 2 NORTH, RANGE 1 EAST OF THE WILLAMETTE MERIDIAN, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

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TOGETHER WITH ALL VACATED STREETS LYING WITHIN SAID PARCEL.

CONTAINING 0.89 ACRES, MORE OR LESS.

RESOLUTION - 10

DEVELOPMENT AGREEMENT
EXHIBIT A
LEGAL DESCRIPTION

ADJUSTED PARCEL 5

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CONTAINING 1.63 ACRES, MORE OR LESS.

RESOLUTION - 11

DEVELOPMENT AGREEMENT
EXHIBIT B
PUBLIC IMPROVEMENTS

1. Developer shall install public art on the Property, prior to issuance of the final tax exemption certificate, with a value no less than \$300,000 subject to review by the City's Culture, Arts and Heritage Commission; application can be found at the bottom of the Public Art Committee webpage located here: [Public Art Application](#)
2. Developer shall provide funding for the City of Vancouver Main Street reconstruction project, prior to issuance of the final tax exemption certificate, in an amount of no less than \$400,000

RESOLUTION - 12

Development Agreement
EXHIBIT A
LEGAL DESCRIPTION

ADJUSTED PARCEL 5

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CONTAINING 1.63 ACRES, MORE OR LESS.

RESOLUTION - 13

Development Agreement
EXHIBIT B

RESOLUTION - 14

Multifamily Tax Exemption Program

- Aegis Phase II



May 16, 2022
Vancouver City Council

Patrick Quinton- Economic Development Director
Bryan Monroe-Associate Planner

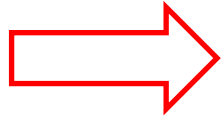
Presentation Overview

- Multifamily Tax Exemption (MFTE) program statistics
- Proposed Project Scope
- MFTE Eligibility
- Estimated Tax Summary
- Proposed Public Benefits
- Climate Action Interim Policy
- Next Steps and Timeline

MFTE Project Pipeline

Multifamily Tax Exemption Program Summary				
	Completed	In Construction	In Permitting	Total
Projects Approved				
VCCV	22	9	4	35
Fourth Plain	3	0	1	4
Total				39
Total Units				
VCCV	1582	937	653	3,489
Fourth Plain	248	0	50	298
Total				3,787
Restricted Income Units				
VCCV	137	106	38	281
Fourth Plain	51	0	10	61
Total				342

Available Exemption Options



8 years

- Market-rate properties with approved Development Agreement

8 years

- Properties with 20% of units for tenants earning up to 100% AMI

10 years

- Properties with 20% of units for tenants earning up to 80% AMI

12 years

- Properties with 20% of units for tenants earning up to 60% AMI

Aegis Phase II – Project Scope

Developer: Marathon Acquisition & Development Inc.

Project location: 313 E 12th Street

Requested exemption: 8-year market rate exemption providing public benefit

- 6-story apartment building
- 232,060 gross sq. ft.
- 195 units
- Studio, 1-BD, and 2-BD units
- 256 Parking Spaces
(201 structured spaces)
- 40,000 sq. ft. Open Space



Aegis Phase II- Unit Mix / Rents

Proposed Development		
Type	Units	Rent
Studio	79	\$1,481
1 Bed +/- 1 Ba	76	\$1,762
2 Bed / 1 Ba	8	\$2,200
2 Bed / 2 Ba	32	\$2,479

- Applicant provided data
- No income restricted units

Comparison to 8 –year Income Restriction At HUD 100% AMI	
HUD Maximum Household income at 100% AMI	HUD Maximum allowed rent at 100% AMI
1 person- \$67,000	Studio-\$1,692
2 person- \$77,400	1 Bd- \$1,813
3 person- \$87,100	2 Bd- \$2,177

Aegis Phase II - Project Eligibility

Eligibility requirements under VMC 3.22.40 D

1. **Location:** The project is in the VCCV target area.
2. **Tenant Displacement:** NA- currently vacant site
3. **Size:** Adding more than 4 multi-family units
4. **Permanent Residential Housing:** More than 50% of residential space will be for permanent residential use
5. **Completion Date:** Project can meet the 3-year construction timeframe
6. **City Guidelines and Standards:** Project will be reviewed during permitting phase for compliance with the City's comprehensive plan, building, housing, and zoning codes
7. **Owner Occupancy:** NA- rental units
8. **Exemption Option:** Proposing 8-year Market rate exemption through public benefit

Aegis Phase II Tax Summary-

	All taxing districts	City of Vancouver
Net Present value of future tax revenue ¹	\$13,008,000	\$3,409,000
Cost value of Public Benefit Enhanced improvements	-	Public Art \$300,000 Main St \$400,000
Subtotal	\$13,008,000	\$4,109,000
Net present value of “foregone” tax revenue (8 years)	(\$2,726,000)	(\$845,000)
NET PRESENT 20 YEAR BENEFIT	\$10,282,000	\$3,264,000

¹ Estimated discounted present value of construction sales tax, utility tax and property tax over 20 years
 Estimated annual taxes during exemption period \$778,000
 Estimated annual taxes the year exemption expires \$920,000
 Current annual taxes (undeveloped) \$51,031



Public Benefits

Quantifiable Public Benefits

- Public Art \$300,000
- Main Street Project \$400,000

Other benefits

- Public open space
- Structured parking
- Bicycle support facilities
- Activation of vacant site
- Supports renovation of Academy site



Public Benefits- Public Art

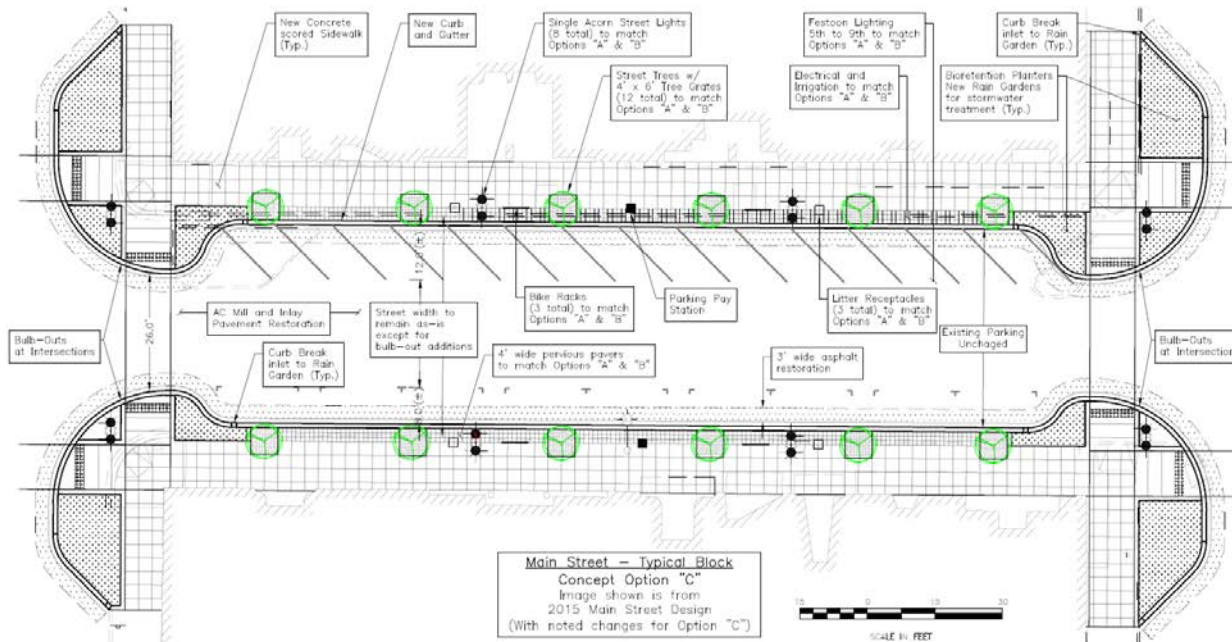
Plaques Identifying Location of Historic Structures	\$25,000
Sculptural Representation of Smokestack	\$80,000
Historically Inspired Play Structure	\$100,000
Enhanced View Corridor Art	\$70,000
Historically Inspired Wayfinding & Signage	\$25,000
Total Cost	\$300,000



Public Benefits- Main Street Project Contribution

Main Street Improvement Project Contribution \$400,000

- The City of Vancouver is in the design phase of a \$15 Million Main Street improvement project
- Project extends from 5th to 15th Street. Construction to begin 2023



Pedestrian and Street Improvement Description	
Sidewalks and Island Repairs	
Bike Racks and Corrals	✓
Litter Receptacles (Victor Stanley Ironsites)	✓
Street Lights - Single Acorn (w/ banner & basket arms/GFI/Irr.)	✓
Street Trees and Grates (4' x 6' KIVA Urban Accessories)	✓
Pervious Pavers (4' wide at curb line)	✓
Irrigation (trees, baskets, mainlines)	✓
Electrical (lights and tree wells)	✓
Curb/Gutter and Bulb-outs	✓
Sidewalks and Ramp Replacement	✓
Bioretention (Rain Garden) Planters w/Plantings	✓
Storm Modifications (CB, AD, MH, and piping)	✓
Existing Art Sculpture - Remove & Reinstall	✓
Downspout Treatment (Sidewalk Trench with Cover)	✓
Basement and Utility Vault Modifications	✓
Parking Pay Station (Remove & Reinstall w/ 4 signs)	✓
Festoon Street Lighting (5th to 9th)	✓
Pavement Surfacing (Micro-Seal)	
Pavement Surfacing (HMA Mill & Inlay)	✓

Multi-Family Tax Exemption - 11

Climate Action Interim Policy

- The applicant submitted complete development application in December of 2021.
- Vancouver City Council proposed an interim policy on climate action in July 2022.
- The interim policy requires development subject to a development agreement to meet certain green building standards.
- In an effort to comply with the interim policy the applicant has agreed to make the development all electric, forgoing the use of natural gas, reducing potential green house gas accumulation.
- Cascadia Consulting Group has concurred that this change is in alignment with Climate Action Plan goals.

Next Steps / Questions

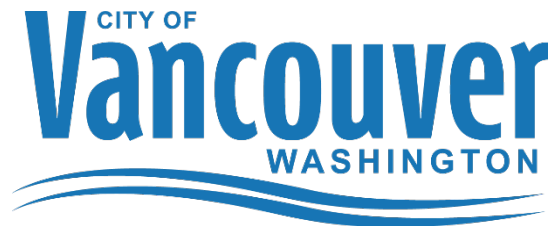
- Project will complete permitting process to begin construction
- Construction completion and final MFTE certificate issuance expected in 2025.

Patrick Quinton- Economic Development Director
patrick.quinton@cityofvancouver.us

360-487-7945

Bryan Monroe- Associate Planner
bryan.monroe@cityofvancouver.us
360-487-7958





City of Vancouver • P.O. Box 1995 • Vancouver, WA 98668-1995
www.cityofvancouver.us

DATE: May 16, 2022
TO: Mayor and City Council
CC: Eric Holmes, City Manager
FROM: Jonathan Young, City Attorney 
RE: City Council Policy Updates

MEMORANDUM

Mayor, City Council:

On May 16, 2022, we have reserved time under Manager Communications to continue the discussion of your City Council Policies. Accompanying this memorandum you will find redlined versions of policies 100-06 and 100-32 which were discussed at the March 21, 2022 City Council Workshop. A summary of the redlined changes follows:

➤ **Policy 100-06 Council appointment of Community Members to Boards, Commissions, Advisory Committees and Task Forces**

- ☐ **Proposed Change:** Update of the recruitment and selection process. Redlined changes are attached. If adopted, these proposed changes would incorporate relevant aspects of the recruitment and selection process that was recently developed for the Strategic Plan Advisory Committee (SPAC). Additionally, please note that the redlined changes to Policy 100-06 include:

- (a) A proposed change to the title of Section 4.2 (from “Length of Service...” to “Term Limits”) for sake of increased clarity and consistency.
- (b) Proposed changes to Section 4.3 articulating the City Council’s commitment to diversity, equity and inclusion (DEI) and identifying race-neutral attributes that may be considered in evaluating each applicants’ contributive potential. (Section 4.6 also affirms the acceptable scope of evaluation criteria.)

- (c) Proposed edits to Section 4.5.1 providing that, moving forward, City Staff will
 - (i) work with the Chair to summarize the current composition of the board, commission, committee or task force, (ii) prepare a community profile report containing recommendations on additional perspectives that may be added in the event of a vacancy to best achieve a diverse set of voices and lived experiences, and (iii) develop a communications plan for outreach to existing members, applicants from previous processes and targeted conversations with historically underrepresented community members.

➤ **100-32 City Council Meetings**

- ☐ **Proposed Change #1:** Community Communication Forum. Redlined changes have been proposed to Policy 100-32 Section 10.11 to provide an opportunity to pilot new methods of conducting the Community Communication Forum once per month. These new formats may include, without limitation, receptions and/or breakout groups. (A list of possible formats accompanies this memorandum.)
- ☐ **Proposed Change #2:** Addition of programmed Work Sessions on Fifth Mondays. Redlined changes have been proposed so that fifth Mondays may be used on an as-needed basis for in depth policy exploration or capacity building in a retreat format.
- ☐ **Proposed Change #3:** Mayor Pro Tempore Selection Process. Redlined changes have been proposed to Section 4.1 of City Council Policy 100-32 providing that the Mayor Pro Tem will be chosen by ranked choice voting by the Mayor and Councilmembers.

Procedurally, we will plan to begin your May 16 Communications discussion by inquiring whether you have any questions, concerns or comments regarding the redlined changes referenced above and attached to this briefing memo. We welcome further refinements and will use any comments you might wish to offer to finalize redlined edits to these policies for formal consideration and adoption on the June 6, 2022, Consent Agenda.

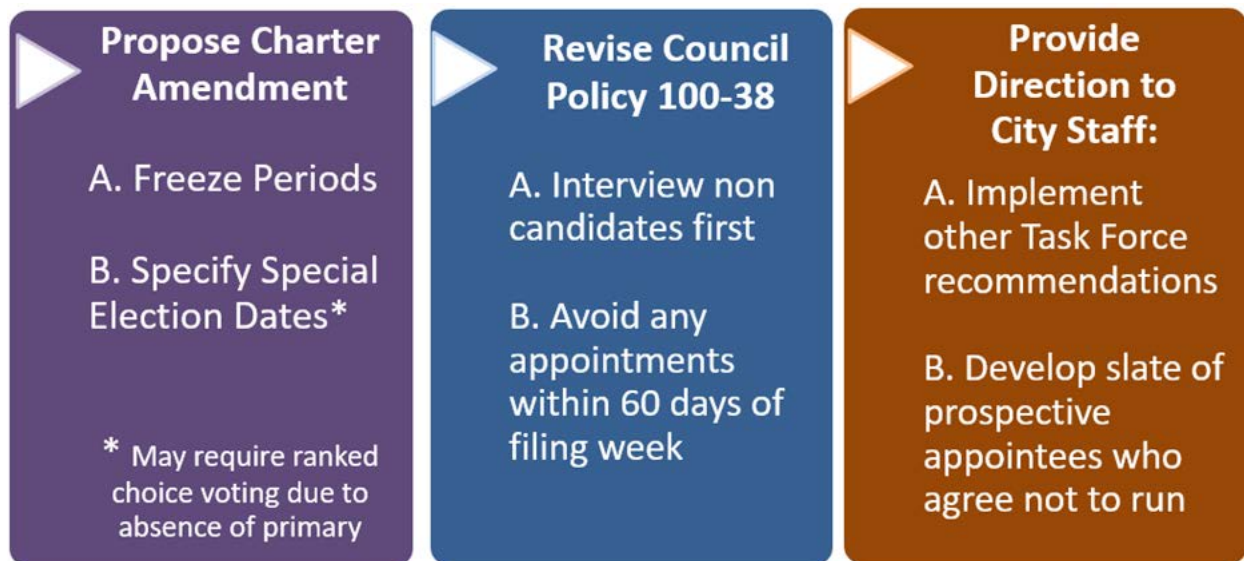
The balance of your time on May 16 will be reserved for discussion of the policy 100-38 which was held over for further discussion at the March 21, 2022 workshop:

➤ **100-38 Filling City Council Vacancies**

As a reminder, Councilmembers have previously expressed interest in refining the process for filling vacancies on the City Council. Previous discussions have observed that refinements to this process could better ensure a City Council composition that represents the community we

serve, avoid creating circumstances in which the Council is forced to fill a vacancy in periods where doing so would be impracticable, and avoid creating a perception of a heavy influence the outcome of a pending election.

Should you wish to refine the current process for filling City Council vacancies, options for your consideration include one or more of the following:



 **Propose a Charter Amendment.** The Vancouver City Charter acts as our city's constitution. Charter amendments must be approved by the voters and may be referred by either the Charter Review Commission or by the City Council.^{FN1} Possible charter amendments that City Council could refer to the voters include:

-  **Possible Charter Amendment #1: Addition of Freeze Periods.** If desired, Council could refer a proposed Charter amendment designating 'freeze periods' during which any City Council vacancies would remain open and unfilled.

While referral of a charter amendment adding 'freeze periods' is legally possible, Staff would respectfully offer a few practical observations about this approach. First, from the standpoint of parliamentary procedure, there is a value to having an odd number of Councilmembers empaneled for ease of calculating voting and avoiding tie votes.^{FN2} While there may be competing benefits to leaving seats unfilled, the City does not achieve the maximum benefit of the 'seven-member City Council' envisioned by the City Charter when vacant seats are left open and unfilled. An approach that intentionally leaves vacancies unfilled during a specified time-

¹ [Vancouver City Charter](#) Sections 11.17 and 11.14, respectively.

² See e.g., [Clark County Council again splits on new district map – The Columbian](#).

period also stands to present questions about what happens when two or more vacancies arise simultaneously. Solely for sake of reference, Staff has reviewed the charters of all first-class cities in the State of Washington^{FN3} to see how other jurisdictions approach vacancies. Of the nine other first-class cities in Washington:

- 3 cities (Aberdeen, Spokane, and Yakima) have charters that substantially mirror the Vancouver City Charter and are silent as to next steps if a council vacancy remains unfilled.
- 5 cities (Richland, Tacoma, Everett, Bremerton, and Bellingham) have charters that call for the Mayor to make an appointment to fill council vacancies that remain unfilled after a specified time-period (e.g., 30 or 60 days).^{FN4}
- 1 city (Seattle) has a charter that provides that if a vacancy remains unfilled for longer than 20 days, the City Council will meet daily (each weekday) until an appointee has been selected.

As always, City Staff welcomes further discussion and observations that City Council may have on the points above at the time of the May 16 discussion.

- ❑ Possible Charter Amendment #2: Special Election Dates. City Council could refer a proposed charter amendment calling for an election to be held at the earliest opportunity after a Council seat is vacated.

Currently, Vancouver City Charter, Section 2.08 provides that individuals appointed to Council vacancies only hold office until the next regular general election. (This means the maximum duration of any appointee is approximately 18 months.^{FN5} Once a qualified candidate is elected and sworn into office, the newly elected Councilmember then holds office for the unexpired balance of the four-year term.) But again, the City Council is permitted to propose Charter amendments to the voters. This gives rise to a few logical points of inquiry.

³ Including Vancouver, there are ten first-class charter cities in the State of Washington: [Aberdeen](#), [Bellingham](#), [Bremerton](#), [Everett](#), [Seattle](#), [Spokane](#) (each of the foregoing are Mayor-Council cities) and [Richland](#), [Tacoma](#), [Vancouver](#), and [Yakima](#) (which are Council-Manager cities).

⁴ It also warrants mentioning that county councils have the authority to fill vacancies on boards and councils of special purpose districts, towns and second-class cities. (See e.g., [Battle Ground decries 'egregious' move to fill open council seat - The Columbian](#).) However, the Clark County Council lacks the requisite legal authority to fill vacancies on councils of first-class charter cities such as Vancouver. [RCW 42.12.070](#).

⁵ For example: filing week for the 2021 general election ended on May 21, 2021. If a Council vacancy had occurred immediately after filing week, and appointee was promptly seated, the appointee would hold office until a qualified candidate is elected in the November 2022 Election and sworn into office in late December 2022.

When can elections for Council vacancies be held? [RCW 29A.52.240](#) provides that a special election held to fill a Council vacancy must normally coincide with the next general election (i.e., it must be held in November.) However, first-class cities can amend their charters to provide greater flexibility. Theoretically, this means that local elections could be held not just in November, but also in February or August (when special elections are held). The challenge however, is that there is no obvious time to conduct a primary election if an election is held to fill a City Council vacancy in February or August. While the Vancouver City Attorney's Office has yet to fully explore this topic, it is possible that this challenge may be capable of being overcome through the use of ranked choice voting.

Is ranked choice voting currently permissible to fill a City Council vacancy? As this Council is aware, the Vancouver City Charter, Section 9.03 already provides that Instant Runoff Voting (a.k.a. ranked choice voting) is authorized for City Offices. As City Council is also aware, efforts are underway to lobby for changes in state law that would explicitly recognize ranked choice voting as an authorized means of conducting local elections. In the 2022 legislative session, [Senate Bill 5584](#) was introduced but failed to be enacted into law. With that said, if City Council is interested in further exploring the topic of conducting elections for City Council vacancies through ranked choice voting, the City Attorney's Office stands ready to explore the question of whether Vancouver possesses adequate Home Rule authority^{FN6} to propose, and enact, such a charter amendment independent of a change to state law.



[Possible Revisions City Council Policy 100-38:](#) As previously discussed, while the City Charter requires the City Council fill council vacancies, the City Council may modify its protocols for advertising, interviewing and appointing candidates. Options include:

- ☐ **[Prioritize appointment of non-applicants:](#)** Where a vacancy occurs shortly before filing week, City Council may prioritize interviews and appointment of applicants who have decided not to run for election to a vacant seat. For example, [City Council Policy 100-38](#), Section 6, Paragraphs 3 and 4, could be revised as follows (additions in [red](#)):

***Sample Policy Language:** 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*

⁶ See e.g., Spitzer, Hugh: [Washington cities have more powers than we think](#) (MRSC, Aug. 25, 2016).

include the names of the candidates. The Council Assistant shall place an Asterix () next to the name of any applicant who has officially declared their candidacy for election to the Vancouver City Council. 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. Generally, the first round of interviews will not include any applicant who has officially declared their candidacy for election to the Vancouver City Council. Such applicants may be interviewed in subsequent rounds of interviews if a candidate has not been appointed. The decision as to which candidates will be interviewed will be at the sole discretion of the City Council.

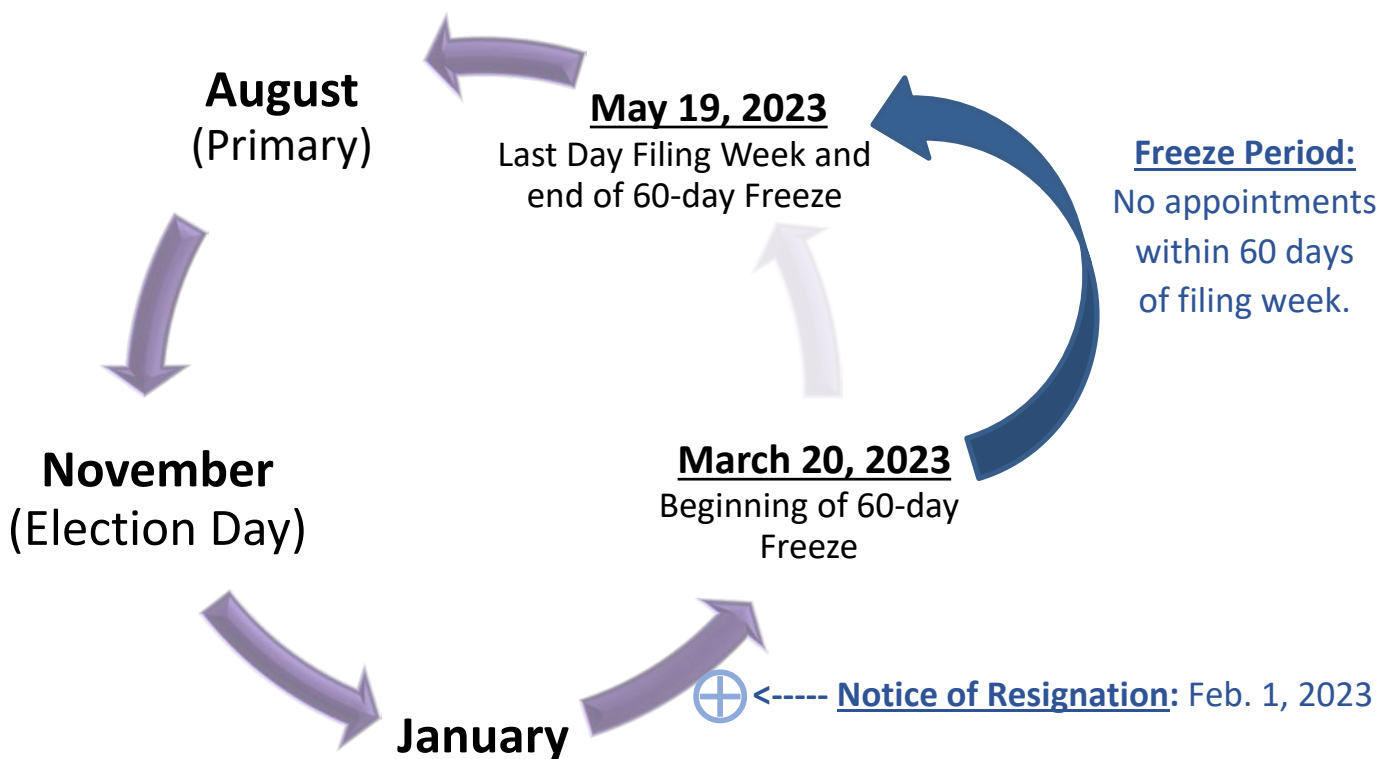
- ❑ Avoid appointments within 60 days of filing week: City Council may decline to make an appointment within a specified period (e.g. within 60 days) of the last day of filing week. At the time of Council's March 21 Workshop, it was observed that some timelines and an example might assist the Council in its exploration of this option.

Recruitment Timeline: A typical City Council vacancy recruitment takes approximately 6-8 weeks from the date the vacancy is announced by the City to the date that the first round of interviews are conducted. (Some of the variability in this range is attributable to City Council Policy 100-38, Section 5.3 which prescribes that the application period remain open for not less than 2 weeks and not longer than 30 days.) One other timing issue to note is that filing week for the general election typically falls on the third week of May. Therefore, for sake of the following example, please assume that a 60-day freeze period would run from March 20, 2023 – May 19, 2023:

Example: *On February 1, 2023, a City Councilmember announces that they have taken a job on the east coast and are relocating out of the area. The outgoing Councilmember anticipates that their last day in office will be April 3, 2023.*^{FN7}

⁷ If the City has advance notice of an upcoming vacancy – such as a resignation that has been announced but has not yet taken effect – the legislative body may begin preparing for the vacancy while the current officeholder is still in office, such as advertising for interested candidates. However, the legislative body may not vote to fill the position until after the vacancy has occurred, because before that time there is technically no vacancy to fill. (See e.g., [AGO 1978 No. 20](#).)

The City announces the vacancy on February 6, 2023 and accepts applications for 3 weeks: from February 10 – March 3, 2023. The City receives 50 applications. Applications are sent to the remaining members of City Council for review; Councilors individually select 10-15 names of applicants they would like to interview. The Council Assistant compiles an aggregate list of the candidates selected. The aggregated list is provided to City Council in an Executive Session held on March 13, 2023; immediately afterwards, the City Council meets in regular session and considers which applicants to invite for an interview.



Reflection Topic: Considering the example above, if you were at the March 13, 2023 City Council meeting, which option(s) would you prefer:

- A. Select a slate of candidates to interview the following Monday, March 20, 2023.
(Note: If Council Policy 100-38 were amended to institute a 60-day appointment freeze, no final vote to appoint could be taken to appoint an applicant interviewed on March 20 until May 22, 2023 – the first Council meeting following the 60-day freeze.)
- B. Take no action until after filing week. Wait to see which applicant(s) announce their candidacy for election to the vacant Council seat. Revisit appointment to

the vacant Council seat on May 22, 2023; prioritize interviews of non-candidates in the first round of interviews.

- C. Are there other reflections or potential refinements that the example above calls to mind?



Direct Staff to explore additional options: As previously discussed, City Staff initiated activity could include:

- ❑ **Refine improvements to process community member appointments to boards, commissions, committees and task forces:** Council could direct staff to develop further refinements to community member boards, commissions, committees and task forces as a means of creating new opportunities for a diverse pool of community members to increase their knowledge, skill and qualifications for elected leadership through service. Such strategies may include implementation of one or more of the Final Recommendations of the Community Task Force on Council Representation.
- ❑ **Develop a slate of prospective appointees who agree not to seek election:** Exploring the possibility of establishing a slate of prospective Councilmember-appointees who would serve on the condition of not seeking election in the next general election.

Questions or Comments:

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Vancouver City Attorney's Office

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Vancouver, Washington

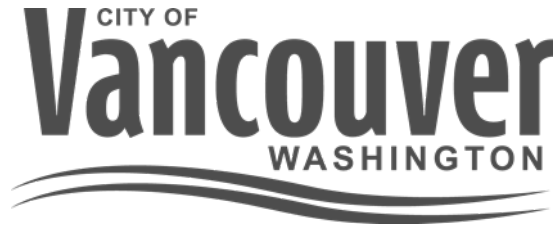
vanlaw@cityofvancouver.us

(360) 487-8500

Accessibility: Individuals in need of language interpretation services or accommodations with a disability may contact City staff at: (360) 487-8600 (Voice/TTY 487-8602)

Attachment #1:

Redlined Draft Changes to City Council Policy 100-06



POLICY AND PROCEDURE

CITY OF VANCOUVER WASHINGTON	INDEX			
	Administrative/Council/City Manager			
Subject	Number	Rev.	Effective Date	Page 1 of 13
Council Appointment of Community Members to Boards, Commissions, Advisory Committees and Task Forces	100-06	EF	12/13/2021 6/6/2022	
	Supersedes 9/24/18 12/13/2021	Prepared by: [City Manager]	Approved by: [Mayor]	

1.0 Purpose

The purpose of this policy is to establish policies and procedures for selection of community members to serve on city boards, commissions, advisory committees and task forces.

2.0 Organizations Affected

All boards, commissions, and committees.

3.0 References

Resolution No. M-1751, March 25, 1974
Resolution No. M-2386, February 2, 1984
Memorandum to Mayor and City Council, April 15, 1998
Resolution No. M-3179, June 15, 1999
Resolution No. M-3254, November 22, 1999
Resolution No. M-3298, July 3, 2000
Resolution No. M-3347, June 25, 2001
Resolution No. M-3460, July 12, 2004
Resolution No. M-3607, April 16, 2007
Resolution No. M-3730, January 3, 2011
Resolution No. M-3980, September 24, 2018
Resolution No. M-4157, December 13, 2021
Resolution No. M-____, June 6, 2022

4.0 Declaration of Policy

The City of Vancouver's boards, commissions, committees and task forces provide an invaluable service to the City. Their advice on a variety of subjects aids the Mayor and

Councilmembers in the decision-making process. Effective community member participation is an invaluable tool for local government.

City regulatory and advisory bodies provide an opportunity for community members who want to participate in public service to be involved in governmental boards, commissions, committees and task forces. These bodies can also serve as a training ground or stepping-stone for qualified persons who are interested in seeking public office.

4.1 Authority

The City Council of the City of Vancouver is specifically empowered by state law, City Charter, and ordinance to fill by appointment all boards and commissions established by such state law, charter or ordinance, or such other advisory boards or commissions as the Council deems necessary or advisable. In the exercise of this power, it is the desire of the City Council to establish a consistent policy in its decision-making role to fairly select community members who desire to serve on boards or commissions. To this end, this policy has been created, and it shall remain in effect until such time as the City Council desires to amend or modify it in part or revoke it in whole.

The City Manager is responsible for the oversight and administration of the process by which the advisory boards and commissions program is managed. The City Manager shall assign primary coordination of the Boards and Commissions program to a staff member within the City Manager's Office.

4.2 ~~Length of Service for Boards and Commission Members~~ Term Limits

Appointees serving in a three- (3) year term may be reappointed twice for a maximum of three (3) terms.

Appointees serving in a four- (4), five- (5), or six- (6) year term may be reappointed once for a maximum of two (2) terms.

Appointments to an unexpired term of less than half the length of the full term, up to two (2) years, shall not be considered as a term in these criteria. Appointments for any length over this shall be considered a full term.

If a candidate is selected to fill the remainder of an unexpired term of six (6) months or less, their appointment shall be for the unexpired term plus the next full term.

Specific boards and commissions may have different term lengths and term limits that are exceptions to the general rule above.

4.3 Initial Appointment Criteria

Every Board, Commission, Advisory Committee and Task Force formed by the City is an opportunity to build credibility and trust with community stakeholders. Accountability in these structures is a foundational element of equitable engagement. To this end, it shall be the policy of the City Council to evaluate each applicant for appointment on an objective basis, utilizing the following criteria:

Diversity, Equity and Inclusion (DEI) – In the context of appointing community members to City Boards, Commissions, Advisory Committees, and Task Forces, the City’s commitment to DEI is advanced as follows:

- a) Diversity – The makeup of committees convened by the City should reflect the demographic diversity of the city across race/ethnicity, gender, socioeconomic status, geography and areas of expertise. When conducting outreach to solicit interest from the community as prospective committee members, the City should specifically focus on communities that have historically been excluded from public decision-making processes. These include “underserved communities” which can be defined in many ways, but typically include populations that have experienced systemic and institutional barriers resulting in disparate outcomes (in health, education, housing, employment, etc.). These populations may include communities of color, LGBTQ+ communities, low-income communities, people with disabilities, and those who are unhoused.
- b) Equity – Broadly, equity can be defined by concepts of fairness or justice in the way people are treated. It ensures that all communities have the resources and support they need to reach their full potential. In the context of stakeholder involvement, equitable approaches center the voices of those most impacted, identify and analyze the unique needs of specific populations in relationship to an issue or decision, and ensure that identity (e.g., race or ethnicity) is not a predictor of outcomes.
- c) Inclusion – The City strives to ensure that all members of our community are afforded opportunities to participate in decisions about programs, activities, and services that may affect them. Inclusion ensures that the public can influence decisions, that their concerns will be considered throughout processes, and that decision-makers intentionally seek out and facilitate the involvement of those most negatively impacted by disparities in outcomes and decisions.

Residency - Appointments to certain boards and commissions must, by state law or local ordinance, be limited to residents of the City of Vancouver. It is preferable that all appointments be filled by city residents. However, persons living outside the City

of Vancouver may be considered and appointed to positions not legally restricted to city residents when determined appropriate by the Council.

City Employment – City employees will not be appointed to City boards, committees, commissions, and task forces, but they may apply and be considered appointment to non-City bodies. The City Council may choose to nominate a City staff member to serve as the City representative on ~~the~~ Clark County Advisory Commissions.

Contributive Potential – City Council shall evaluate the potential contribution that each applicant may make if appointed to a board or commission. Factors to guide Council in its evaluation of this could include evaluation of an applicant's:

- a) ~~Desire to perform public service.~~ Commitment to advancing City Council goals of equity, resilience, and community safety in relevant decision-making processes.
- b) Ability to develop and form decisions based on factual information and decision-making criteria in addition to an aAbility to express ideas, concepts or philosophies.
- c) Lived eExperience in the community and/or history of service on other boards, commissions, advisory committees, task forces, ~~and committees, or informal community involvement.~~ A highly prioritized applicant may describe expertise and involvement with formal structures, like Parent Teacher Associations, neighborhood or business associations, or history with volunteering, for example, in their faith community. There are also trusted community members who may be sources of connection because they support other needs in community, including community-based childcare systems, coach their children's teams, or engage in activism around community-identified issues.
- d) Special knowledge important to a particular board or commission.Ability to apply personal and professional knowledge, experiences, skills, perspectives and values for the benefit of the broader community. (A successful applicant may describe formal education or professional experience that demonstrate expertise. Applicants may also describe "informal" experiences, including social and environmental backgrounds that also demonstrate important skills and expertise. For example, houseless or formerly unhoused people may bring both the expertise from understanding the experiences and challenges of these populations, but also the ingenuity, creativity, perseverance, and social skills necessary day to day.)
- e) Ability to help the City connect with diverse community voices. Communities connect and stay connected in many ways, and looking for both traditional examples, like volunteer management, leadership in faith

communities, or outreach and organizing experience (with a community-based organization, or around a particular issue of concern) may demonstrate existing relationships beneficial to ensuring the committee is reaching many audiences. For many communities, connections also occur outside of these structures and activities as well, including in spaces like multifamily housing where resources may be shared, or the barbershop or hair salon, or coffee shop where community comes together. This may also include communities where elders serve as vital connections.

- f) Understanding of, and appreciation for, the responsibility of participating on a public board and the transparency and public nature of deliberation and decision-making that this requires. Applicants should demonstrate a commitment to operating within the scope of assigned Board, Commission, Advisory Committee or Task Force.
- g) Commitment to inclusive and thoughtful behavior in all interactions with other Commissioners, applicants, community members and City staff.
- h) Commitment to an open process that includes the many voices that are part of our community, and incorporates community participation and stakeholder engagement.
- i) Ability to take a long-term view and consider individual projects and policy decisions in the context of how they contribute to the City's overall growth and development over a 20-50 year time horizon.
- j) Ability to consider different perspectives on an issue and balance multiple perspectives when developing a recommendation.
- k) Commitment to environmental stewardship that honors and reflects the history of the land, water, air and natural world upon which we exist and depend.
- a) —

Time Available to Serve – City Council will need to be assured that the candidate will be available to serve at the scheduled meetings. Individuals applying to serve on boards, commissions, advisory committees and task forces must have a willingness to commit to regular and consistent attendance and participation at meetings throughout assigned term of appointment. It is requested that applicants consider their capacity when applying. Applicants are invited to raise any questions or concerns regarding accessibility, scheduling or accommodations during the recruitment process.

Diverse Sectional Composition — Maintaining a geographic-diverse balance of community representation is recognized as a desirable goal in the appointment of community members to boards, and commissions, advisory committees and task forces when applicable. Specifically, diversity of knowledge, experiences, skills,

perspectives and values that enhance the level of representative perspectives included on the applicable Board, Commission, Advisory Committee or Task Force. This may include a variety of characteristics and experiences, including: diversity in demographic and socioeconomic characteristics; diversity of housing tenure experiences (rental, homeownership, houselessness, etc.); diversity in length of time living in the region and city/region/country of origin; diversity of educational and professional experience; diversity in geographic location where members live and work around the City and region; diversity of primary mode of transportation; and/or diversity in volunteer and philanthropic affiliations.

4.4 Reappointment

Incumbents who wish to be reappointed and who are eligible for reappointment in accordance with the provisions of section 4.2 shall provide a Letter of Continued Interest to the Mayor's Office within 60 days prior to the expiration of their term. There is not a vested right to reappointment for any position.

The board or commission Staff Liaison and Chair will provide an overview of the prior service for any incumbent seeking reappointment. This memo will accompany the incumbent's Letter of Continued interest and include the following information:

- a) Regularity of attendance.
- b) Understanding of committee or commission function.
- c) Effectiveness.
- d) Demonstrated contribution during past term of office on issues, programs, policies, etc., of the advisory board, committee or commission.
- e) Number of terms served.

Once a Letter of Continued Interest has been received and City staff has determined the incumbent seeking reappointment is eligible to continue service, the position will be advertised as a position whose incumbent member is seeking reappointment and in accordance with Section 4.5. Incumbents seeking reappointment will be interviewed by the Council interview committee, along with any other eligible candidates who submit applications during the open recruiting process in accordance with section 4.5.

4.5 Recruitment and Appointment Timeline

4.5.1 Determination of Vacancy and Future Needs

At such time as a vacancy occurs in a city board, commission, ~~or~~ committee, or task force or 90 days prior to the expiration of a term of office, it shall be the policy of the City ~~Council~~ to:

- a) ~~D~~aetermine whether an incumbent member is interested in and eligible for reappointment in accordance with the provisions of Section 4.5 Term Limits. If so, City staff will request a Letter of Continued Interest from the applicant.

b) City Staff will coordinate with the applicable Chair to summarize the current composition of the board, commission, committee, or task force, outlining attributes and characteristics for both current Commissions as well as future applicants. Questions will be posed to existing members as needed. City Staff will develop a community profile report summarizing applicable attributes of current board, commission, committee or task force members and offering recommendations regarding the types of additional perspectives that may best achieve a diverse set of voices and lived experiences.

a)c) City Staff will develop a communications plan for each new recruitment to provide outreach to existing members, applicants from previous processes, and targeted conversations with historically underrepresented community members. City Staff will also develop recruitment language and questions and conduct targeted outreach to community members to encourage bringing their voice and perspective to the board, commission, committee or task force.

4.5.2 Announcement of Position Recruitment

60 days prior to the expiration of a term, staff in the City Manager's Office will:

- a) Schedule a tentative consent item on a future Council meeting agenda for appointment or reappointment for the subject recruitment;
- b) Accept a Letter of Continued Interest from incumbent, if applicable;
- c) Contact the Council subcommittee assigned to reviewing the subject recruitment to provide information pertinent to the recruitment and schedule a tentative date for the subcommittee to conduct candidate interviews;
- d) Establish a 30-day minimum filing period and publicly announce recruitment for the position by news release and other City communication methods;
- e) Notify applicants who have expressed an interest in being considered for the subject board or committee and who have valid applications (less than one year old) of the upcoming recruitment.

Subject to section 4.3, any interested community member who is not at that time a member of that board or commission may submit an application and resume for consideration of appointment during the announced application filing period. Applications will remain active for one year from the date received by the City Manager's Office.

4.5.3 Assessment of Applicant Pool

30 days prior to the expiration of a term, and upon closure of the application filing period, staff in the City Manager's Office will:

- a) Confirm the date of the Council meeting agenda on which the subject appointment or reappointment will appear;
- b) Request from the subject board or commission Staff Liaison a Status Summary Memo to be provided as reference for the Council subcommittee assigned to evaluate candidates. Such memo should not include specific recommendations from the staff member but should rather include general information pertaining to the board or commission's work over the past year, the current environment, future goals, and other general information as appropriate;
- c) Assess the applicant pool and advance the process as follows:
 - a. If no qualified applications have been received, the recruitment will be reposted for an additional 30 days;
 - b. If 10 or fewer qualified applications have been received, all applications and Letters of Continued Interest will be provided to the assigned Council subcommittee, and all applicants and incumbents (if applicable) will be scheduled for interviews;
 - c. If 10 or more qualified applications have been received, all applications and Letters of Continued Interest will be provided to the assigned Council subcommittee, and the Council subcommittee will collectively review applicants and identify candidates to be interviewed. All incumbents and the candidates identified by the Council subcommittee will be scheduled for interviews.

4.5.4 Confirmation of Interview Process

Three weeks prior to expiration of term, staff in the City Manager's Office will:

- a) Confirm with the Council subcommittee members if they would like to meet with the subject board or commission Staff Liaison prior to candidate interviews, and if so, schedule such meeting immediately prior to the first candidate interview;
- b) Finalize the interview date and block of time with the Council subcommittee;
- c) Schedule interviews with candidates selected in accordance with the provisions of Section 4.5.3.
 - a. In-person interviews are preferred, but interviews via available audio or video conferencing technology are acceptable and may be scheduled when a candidate is unable to come in person.
 - b. Applicants unable to accommodate an interview on the scheduled date and time will not be considered for the current position, but such applicants will be notified of future board and commission openings for up to one year from the application submission date.

4.5.5 Distribution of Recruitment Packet

Two weeks prior to expiration of term, staff in the City Manager's Office will distribute the recruitment packet to the Council subcommittee evaluating candidates via email. Such packet will include the following:

- Interview schedule
- News release
- Status summary from board or commission staff member
- Current board or commission roster
- Individual applications of those candidates scheduled for interview and any Letter(s) of Continued Interest, if applicable

4.6 Interview and Selection

In accordance with Section 4.5.3, all candidates will be interviewed by the Council subcommittee assigned to the subject recruitment unless an exceptionally large number of applications is received and the committee decides, after screening the applications, to interview a smaller number of applicants. If insufficient applications are received, the committee may decide to re-open the application period.

The Council subcommittee will conduct interviews at City Hall during the timeframe previously scheduled by staff in the City Manager's Office. Council subcommittee members will conduct individual interviews and utilize a standard list of interview questions and a Rater Panel Notes template to capture relevant information.

In general, candidates will not be given numerical ratings, but members of City Council subcommittees may take notes and reflect on applicants' contributive potential as described within Section 4.3 of this City Council Policy. Notes should list strengths and weaknesses to the best ability possible; notes may be disclosed in accordance with a public records request in accordance with applicable law. Interviewers should refrain from engaging in any analysis that is based on a protected class. For example, an applicant should not be prioritized simply because of their race or ethnicity (even if the applicant is a member of a historically underrepresented community), but such a candidate may be better situated than other applicants to contribute to the work ahead based upon their specific, demonstrated knowledge and experience. It is permissible to base selection decisions on the *knowledge and experience of applicants* – particularly where that knowledge and experience assists the City in understanding the needs of our community.

Upon conclusion of all interviews, the Council subcommittee will deliberate and complete an Interview Outcome Form, which will be provided to the City Manager's staff along with all interview notes for recordkeeping purposes.

Upon conclusion of all interviews, the Council subcommittee members will notify the City Manager's staff as to which candidate(s) they wish to recommend to the full Council for appointment and/or reappointment

4.7 Council Appointment

Council subcommittee recommendations are brought forward for consideration by the full City Council at a Council meeting. The appointment or reappointment will appear on the Council's Consent Agenda for the scheduled meeting date.

Upon recommendation of the Council subcommittee evaluating the subject recruitment, the City Manager's staff will prepare an appointment memo to be included in the advance packet provided to the full City Council for the scheduled Council meeting date.

Members of all boards and commissions will be appointed by a majority vote of the Council.

4.8 Notification of Council Decision

Each applicant shall be notified by email of the decision of the Council within three (3) business days of the Council action on the proposed appointment(s) at a Council meeting.

The appointed applicant shall be provided information regarding next steps. A confirmation letter from the Mayor will be sent to the appointment applicant.

Applicants who were interviewed but not appointed will be notified via email and provided information regarding any upcoming potential opportunities to serve. A letter from the Mayor will also be sent.

The City Manager's Office will also notify the Staff Liaison assigned to support the subject advisory board, committee or commission of the Council decision.

4.9 Records

The City Manager's Office shall maintain records of persons who have applied for a vacancy on a given board, commission or committee for one (1) year after each filing period. If another appointment shall become available within that year, all such applicants shall be notified thereof by mail so that such persons can file for such new appointment.

The City Manager's Office shall collect and maintain Council subcommittee interview notes, including all Interview Outcome Forms completed upon conclusion of subcommittee deliberations.

4.10 Recognition

The Mayor will send a certificate of appreciation and letter of thanks to each member of a board or commission upon the completion of a term.

5.0 Definitions

5.1 Public Development Authority/ Public Corporation

A public development authority is an independent legal entity established pursuant to state statute (RCW 35.21.730 - .755) to administer and execute federal grants or programs and to receive and administer other public and private funds in order to accomplish a public purpose. Authorities include the Downtown Redevelopment Authority and the City Center Redevelopment Authority.

5.2 Board

A semi-autonomous body established pursuant to federal or state statute or authority or city ordinance. Actions of a board are usually appealable to designated courts of law. Boards related to city affairs include, Building - Fire Codes Board of Appeals, Vancouver Public Facilities District Board, Vancouver Housing Authority Board, Fort Vancouver Regional Library District Board, and Clark County Mosquito Control District Board of Trustees.

5.3 Commission

A body established by city ordinance to study and recommend action to the City Council. Authority of commissions is delegated from Council or, in the case of telecommunications and solid waste, in conjunction with the County Commissioners. With the exception of the Civil Service Commission, some actions of commissioners are appealed directly to City Council. Commissions established by city ordinances include: City/County Telecommunications Commission, Cultural Commission, Civil Service Commission, Parks and Recreation Commission, Planning Commission, Private For-Hire Transportation Commission, Salary Review Commission, and Urban Forestry Commission.

5.4 Committee

A body appointed by Council with a specified task or function. Committee action ordinarily will be subjected to review and/or appeal to City Council or to a commission established by Council. City of Vancouver committees include the Aviation Advisory Committee, Charter Review Committee, Lodging Tax Advisory Committee, Parking Advisory Committee, Port of Portland Citizen Noise Advisory Committee, and the Design Review Committee.

5.5 Ad Hoc Task Force

A body appointed by Council to study or work on a particular subject or problem. A task force will cease to exist upon completion of its charge as given by the Council. Examples of previously appointed task force bodies are the Water/Sewer Rate Task Force and the Cruising Task Force.

6.0 Formation and Dissolution of Committees

6.1 Establishment

These advisory bodies originate from different sources. Some are established by ordinance while others are established by motion of the City Council. It is at the discretion of the Council as to whether or not any advisory body should be established by ordinance. See Section 16.0 for the current list of City Advisory Committees.

6.2 Statement of Purpose and Function

Every advisory body, when it is formed, will have a specific statement of purpose and function, which will be re-examined periodically by City Council to determine its effectiveness. This statement of purpose is made available to all community members when they are appointed.

6.3 Size

The size of each advisory group is determined by City Council and the size is related to its duties and responsibilities.

6.4 Periodic Review

Every four years, established boards, commissions and committees will be evaluated on a regular cycle by the City Manager in consultation with the Mayor and Mayor Pro Tem. The schedule of review of each body will be staggered in a rational manner to prevent all bodies from being under review simultaneously. Review will examine the bodies' purpose and compliance with their respective bylaws, Vancouver Municipal Code, Council policy, and other pertinent governing documents and legislation. The system of evaluation will be determined by the City Manager in consultation with the Mayor and Mayor Pro Tem. The City Manager shall prepare a report to the Council summarizing the review, including any recommended actions.

Upon Council direction, such evaluation of an individual board, commission, or committee may take place outside of the regular four-year cycle if the Council deems it necessary to do so.

6.5 Dissolution

City Council may dissolve any advisory body that, in their opinion, is no longer necessary to the work of the city, is not functioning as intended or for any other reason.

7.0 Mayoral Authority in Evaluating Candidates and Making Appointments

7.1 Vancouver Housing Authority Board of Directors

The Mayor shall evaluate, interview and appoint members to the Vancouver Housing Authority (VHA) Board of Commissioners, in accordance with and as directed by RCW 35.82.040.

7.2 Charter Review Committee and Salary Review Commission

The Mayor shall appoint members to the Charter Review Committee (City Charter Section 11.17) and the Salary Review Commission (City Charter Section 2.18), subject to City Council confirmation. The Mayor has discretion as to the process by which candidates for these bodies are evaluated prior to Council confirmation.

8.0 City Council Authority in Evaluating Candidates for Appointment

The Mayor, with the concurrence of Council, shall appoint two subcommittees consisting of three Councilmembers each to review, interview and recommend appointments to all boards and commissions, except as provided for under Section 7.0.

The Council Committee assignments will be reviewed following the change of Councilmembers based on elections or appointments or at the beginning of the calendar year and in accordance with Council Policy 100-33. The Council Committee will be chaired by the most senior Councilmember, unless the most senior Councilmember chooses not to chair the subcommittee. In this event, the subcommittee will select an alternative Councilmember to serve as chair.

9.0 Council Concerns about Recommendations

Councilmembers should raise any concerns about any recommendation with the Mayor prior to the City Council meeting that is scheduled for the approval of the appointment.

10.0 Appointment of Members

Appointees to community member boards, commissions, committees and task forces should serve on only one committee, unless qualified applicants cannot be identified or other special circumstances are identified.

Members of all advisory bodies are appointed by a majority vote of the Council during a regularly scheduled meeting.

11.0 Removal of Members

Council may terminate any Council-confirmed appointment prior to the expiration of that member's term of office by a majority vote of the City Council if the Council finds cause for removal, unless otherwise provided for in governing bylaws, and city, state or federal law applicable to the City board, commission, advisory committee, or task force at issue.

12.0 Overlapping Terms Intended

Lengths of terms vary from one advisory body to another, but in all cases, overlapping terms are intended. On special work task forces, where a specific project is the purpose, there need not be terms of office.

13.0 Committee Operation

City Council expects new members will be oriented to the roles and responsibilities of their appointment.

14.0 Yearly Report to City Council

Each Committee should make a report to City Council each year. This report need not be presented in person.

15.0 Lobbying Efforts Consistent with City Policy

Lobbying efforts by any advisory bodies on legislative or political matters should first be checked for consistency with existing City policy by contacting the City Manager's office. In the event a position is taken that differs from that of the City's policy, an advisory body acting as an official body of the City of Vancouver cannot represent that position before another body, i.e., the State Legislature or the Clark County Board of Commissioners. An individual member is free to voice a position, oral or written, on any issue as long as it is made clear that they are not speaking as a representative of the City of Vancouver, or as a member of their commission, committee or task force.

16.0 Current Boards, Committees, Commissions and Task Forces

16.1 Appointments Made by Council

Council appointments are subject to the provisions of Section 8.0.

	Term	Governing Legislation
Aviation Advisory Committee	3 years	VMC 10.05.020; Resolution M-545
Building-Fire Code Commission	6 years	VMC 17.08.040

City/County Telecommunications Commission	3 years	VMC 5.19.300(a)
Lodging Tax Advisory Committee	2 years	RCW 67.28.1817
Civil Service Commission	6 years	VMC 2.57.010
City Center Redevelopment Authority Board	4 years	VMC 2.71.010
Cultural Commission (inactive)	3 years	VMC 2.88.010
Downtown Redevelopment Authority Board	4 years	VMC 2.73.080
Parking Advisory Committee	4 years	VMC Section 2.63
Parks and Recreation Advisory Commission	3 years	VMC 2.16.020 Vancouver City Charter Section 8.054
Planning Commission	4 years	Vancouver City Charter 8.01 (authorization); VMC 20.220.010
Urban Forestry Commission	4 years	VMC 12.02.010
Vancouver Public Facilities District Board	4 years	RCW 35.57

16.2 Appointments Made by Mayor Subject to Council Confirmation

Mayoral appointments are subject to the provisions of Section 7.0.

	Term	Governing Legislation
Charter Review Committee	<i>Length of service; Meets every 5 years</i>	Charter Section 11.17
Salary Review Commission	4 years	Vancouver City Charter Section 2.18

16.3 Appointments Made by Mayor

Appointments made by the Mayor and are subject to the provisions of Section 7.0.

	Term	Governing Legislation
Vancouver Housing Authority Board of Commissioners	5 years	RCW 35.82.040; Charter Section 8.03; VHA Resolution #2477

16.4 Non-City Boards, Commissions, Committees, and Task Forces

The City has the opportunity to nominate representatives to sit on boards, commissions, committees and task forces outside of City jurisdiction. City Council shall evaluate candidates and take action on nominations for appointment to these positions in accordance with the provisions of this policy, unless otherwise directed by the subject body's governing agency.

	Term	Governing Legislation
Clark County Arts Commission	4 years	Clark County Resolution # 2010-03-07
Clark County Historic Preservation Commission	3 years	County Code 40.250.030; Ord. M-3673; VMC 20.220.050
Clark County Mosquito Control District Board of Trustees	2 years	RCW 17.28.110
Clark County Public Health Advisory Council	3 years	Clark County Resolution 2003
Clark County Public Facilities District	3 years	Clark County Code 2.19.010
Fort Vancouver Regional Library Board of Trustees	7 years	RCW 27.12.190, City Charter Section 8.05
PDX Citizen Noise Advisory Committee	3 years	Port of Portland Port Executive Director

Attachment #2:

Redlined Draft Changed to City Council Policy 100-32



POLICY AND PROCEDURE

CITY OF VANCOUVER WASHINGTON	INDEX			
	Administrative/Council/City Manager			
Subject	Number	Rev.	Effective Date	Page 1 of 12
City Council Meetings	100-32	<u>HI</u>	<u>12/13/216/6/2022</u>	
	Supersedes <u>9/24/1812/13/21</u>	Prepared by: [City Manager]	Approved by: [Mayor]	

1.0 Purpose

The purpose of this policy is to establish formal procedures for the conduct of City Council meetings.

2.0 Organizations Affected

City Council/City Manager

3.0 References

City Council Resolution M-3239, August 9, 1999
City Council Resolution M-3258, November 22, 1999
City Council Resolution M-3350, July 23, 2001
City Council Resolution M-3412, December 12, 2002
City Council Resolution M-3607, April 16, 2007
City Council Resolution M-3737, March 21, 2011
City Council Resolution M-3844, December 15, 2014
City Council Resolution M-3912, November 14, 2016
City Council Resolution M-3980, September 24, 2018
City Council Resolution M-4157, December 13, 2021
City Council Resolution M-____, June 6, 2022

4.0 Presiding Officer

The Presiding Officer at all meetings of the Council is the Mayor, and in the absence of the Mayor, the Mayor Pro Tempore will act in that capacity. If both the Mayor and Mayor Pro Tempore are absent, the most senior member in attendance shall act in that capacity. Seniority amongst members of the Council shall be established according to the date members first join the Council. In the event two or more members of the Council are elected from the same election,

seniority among such members shall be established according to number of votes received (such that the highest available seniority is conferred to the Councilmember-elect who received the greatest number of votes).

4.1. Choosing Mayor Pro Tempore

The Mayor Pro Tempore shall be chosen according to *Section 2.04 of the Vancouver City Charter* ~~and Roberts Rules of Order~~ and Ranked Choice Voting. All members of the City Council, including those nominated for Mayor Pro Tempore, shall vote unless they abstain for a qualifying reason. See Section 10.16.3. The City Council Assistant shall prepare and circulate a ballot containing the names of all nominees. Council members will then be given an opportunity to fill out and return their ballot to the City Council Assistant who will tally the votes as follows:

- If a nominee receives 50 percent or more of first-choice votes, that nominee wins.
- If no nominee exceeds 50 percent of first-choice votes, the nominee(s) in last place is/are eliminated. All the votes for the eliminated nominee(s) are then reallocated to whichever nominee those voters ranked second.
- The elimination process is repeated until one nominee receives over 50 percent of the vote.

Copies of all counted ballots will be affixed to the meeting minutes.

4.2. Obligations of Presiding Officer

The Presiding Officer shall:

- (1) Preserve order and decorum in the Council chambers in accordance with Section 10.15;
- (2) Observe and enforce all rules adopted by the Council;
- (3) Decide all questions on procedure and order, in accordance with these rules, subject to appeal by a Councilmember;
- (4) Recognize Councilmembers in the order in which they request the floor, giving every Councilmember who wishes an opportunity to speak. The Presiding Officer, as a Councilmember, shall have only those rights, and shall be governed in all matters and issues by the same rules and restrictions as other Councilmembers.
- (5) From time to time, appoint Councilmembers to serve on ad hoc committees.

5.0 General Information

5.1. Meetings Schedule

City Council meetings are held on the first, second, third, and fourth Mondays of a month in the City Council Chambers, 415 West 6th Street, Vancouver, Washington. ~~-Special~~

Meetings ~~are not~~ may be scheduled on the fifth Monday of a month on an as-needed basis for in-depth policy discussions upon proper notice. (RCW 42.30.080).

The Vancouver City Charter requires that Council conduct two “regular” meetings each month. Regular Council meetings will be scheduled on the first and third Mondays of each month. Consent Agenda meetings will be scheduled on the second and fourth Mondays of each month. All Regular and Consent Agenda meetings will begin at 6:30 p.m., unless otherwise advertised, and will adjourn no later than 11 p.m. To continue past this time, a majority of the Council must concur.

In the event a City-recognized holiday occurs on Monday, the Council shall not meet. When such a holiday falls on a first or third Monday, a Regular Council meeting will be scheduled on the following Monday (second or fourth), thereby pre-empting the Consent Agenda Meeting that would typically fall on that Monday under the normal schedule described above.

The City Manager’s Office will develop the next year’s annual Council meeting schedule by December 1 each year. The meeting calendar will be presented for Council approval at the first meeting in December.

The adopted annual schedule will be distributed to Council, the media, and all City departments, and will be placed on the City’s website before January 1 of each year. City Council may, at any time, add, cancel or change a meeting date and/or time by a majority vote of the Council and proper notification to the press. Special meetings not included in the adopted annual meeting schedule may be called in accordance with Section 9.0.

5.2. Quorum

At all meetings of the Council, a majority of the Council constitutes a quorum for the transaction of business, 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 2.10 of Vancouver City Charter)*

5.3 Councilmember Absences from Meetings

Councilmembers shall inform the Mayor or City Manager, as well as Council Assistant, if they are unable to attend any Council meeting, or if they will be late to any meeting. A majority vote is required following the initial meeting roll call to excuse any Councilmember absence as outlined per Section 10.1.

5.4. Council Seating

The Presiding Officer and six elected Councilmembers sit on a dais facing the public with the Presiding Officer seated in the middle. The Councilmembers are seated based on seniority, with the most senior Councilmember seated on the Presiding Officer’s left side

and continuing in decreasing seniority away from the Presiding Officer. Maintaining order, exceptions may be made to balance seating on the dais. The order is continued at the far opposite side of the dais and progressing toward the Presiding Officer's right side, resulting in the least senior Councilmember seated on the Presiding Officer's right side.

5.5 Council Meeting Staffing

The City Manager shall attend all meetings of the Council. In the event of the City Manager's absence, the Deputy City Manager shall attend. At the discretion of the City Manager, the Deputy City Manager, department heads, and other staff members shall attend. The City Manager may make recommendations to the Council and shall have the right to take part in the discussions of the Council but shall have no vote.

5.6 Recording Proceedings

The City Clerk or delegate shall maintain minutes of all Regular, Consent, Special Meetings and Workshops of the Council in accordance with statutory requirements and Section 2.11 of the Vancouver City Charter. Such minutes shall be open to public inspection and will also be posted on the City's website. City Council meeting minutes can be corrected if in error but shall not be revised without a majority affirmative vote of the Council at a regularly scheduled Council meeting.

5.7 Broadcasting

Regular and Consent Agenda meetings, including workshops, are cablecast live and replayed on CVTV-23 and CVTV-323, and streamed live at www.cvtv.org, whenever reasonable use of technology allows.

5.8 Media Representation at Council Meetings

All public meetings of the City Council and its advisory committees shall be open to the media, freely subject to recording by radio, television, electronic, and photographic services at any time, provided that such arrangements do not interfere with the orderly conduct of the meeting.

6.0 Order of Business

Regular and Consent Agenda meetings shall follow a general order of business to ensure consistency and enhance public expectations as to the general format of the agenda.

Modifications to the order of business and meeting format as provided for in Sections 6.1 and 6.2 may occur in the event of scheduling necessities or by Council action.

6.1. Regular Meetings

The order of the agenda for Regular Council meetings will be as follows:

- Pledge of Allegiance
- Call to Order and Roll
- Approval of Minutes
- Proclamations and Special Presentations
- Community Member Communication
- Consent Agenda
- Public Hearings
- New Business
- Unfinished Business
- Communications
 - o From the Council
 - o From the Mayor
 - o From the City Manager
- Adjournment

6.2 Consent Agenda Meetings

The order of the agenda for Consent Agenda Council meetings will be as follows:

- Pledge of Allegiance
- Call to Order and Roll
- Proclamations and Special Presentations
- Community Member Communication
- Consent Agenda
- Public Hearings*
- Community Member Forum (per Section 10.11)
- Adjournment

*Public hearings should typically appear on Regular Meeting agendas unless it is impractical to do so due to scheduling concerns. In such cases, they may be scheduled for a Consent Agenda Meeting, subject to the provisions of Section 10.6.

7.0 Workshops

At the discretion of Council, Council workshops are held Mondays from 4 to 6 p.m. Occasionally, the Mayor and City Manager may extend workshops beyond this timeframe as needed. Workshop times will be published on the final agenda, and Councilmembers will be given as much advance notice as possible if a workshop is scheduled to fall outside this normal timeframe.

During these meetings, items needing in-depth discussion are introduced and reviewed. No formal action is taken at workshops. Formal action is defined as a collective positive or negative decision following an actual vote by a majority of the Council upon a resolution, order or ordinance.

Council will, on a regular basis, be provided with an on-going preview of upcoming workshops.

8.0 Executive Sessions

An Executive Session is a council meeting or portion of a council meeting that is closed except to the Council, City Manager and authorized staff members and/or consultants authorized by the City Manager. The public is restricted from attendance. Executive Sessions may be held during Regular, Consent Agenda, Workshops or Special council meetings and will be announced by the Mayor. Before convening an Executive Session, the Mayor shall announce the purpose of the meeting and the anticipated time when the session will be concluded. Should the session require more time, a public announcement shall be made that the meeting is being extended and the duration of the extension. Executive Sessions shall be held in accordance with the provisions of the Washington State Open Meetings Act. Council Regular Meetings, Consent Agenda Meetings, and Workshops are “regular meetings” as that term is defined by RCW 42.30.075 and used in RCW 42.30.110(1).

9.0 Special Meetings

The city clerk shall call special public meetings of the City Council upon the approval of the Mayor or a majority of the Councilmembers. Any request shall state the subjects to be considered at such special meeting and no other subject shall there be acted upon. (Section 2.10 of the Vancouver City Charter)

Notice of every special meeting shall be given in writing personally, by fax or email to every Councilmember, to the City Manager, to the City Attorney, and to all local news media representatives who have on file with the city clerk a request for such notices. The notice shall be posted on the City’s website, prominently displayed at the main entrance to City Hall and the meeting site if the meeting is not being held at City Hall. The notice must be delivered or posted at least 24 hours before the meeting. The notice shall state the place and time of the meeting and the business to be conducted. The Council shall not make final disposition of any matter not included in the notice.

Councilmembers are active in their community and attend many meetings and events. The people of Washington have declared that all meetings of a public agency shall be open and public. When a quorum of the council is present at a meeting where action is taken, the meeting is subject to the Open Public Meetings Act. A “meeting” of the Council occurs “when a majority of its members gathers with the collective intent of transacting the governing body’s business.”¹ “Action” is broadly defined as the transaction of the official business of an agency including “deliberations, discussions, considerations, reviews, [and] evaluations” and receipt of testimony.² If Councilmembers

¹ Citizens All. for Prop. Rights Legal Fund v. San Juan County, 184 Wn.2d 428, 444, 359 P.3d 753, 761, 2015 Wash. LEXIS 1146, *18

² RCW 42.30.020

plan to attend an event or meeting with the intent of transacting City business, they should notify the City Manager's Office so that it can be determined if a quorum of the Council will be present. If a quorum will be present the City Manager's Office will provide a notice of a special meeting of the Council. In order to prepare and give notice of the meeting, Councilmembers need to notify the City Manager's Office at least one week before the meeting.

If a quorum of Council is present at an event or meeting without notice having been provided, Councilmembers shall "self-police" by either having members leave to avoid a quorum or by not sitting together and not discussing City business. In the absence of an agreement otherwise, the Councilmember(s) whose arrival triggered the quorum shall leave the event or meeting.

10.0 Council Meeting Protocol

10.1 Call to Order and Roll Call

The Presiding Officer shall call the meeting to order and request the Council Assistant call roll of Councilmember attendance. Lack of response by a Councilmember at the time of roll call will indicate the absence of that Councilmember. A majority vote is required to excuse any Councilmember absence. Councilmembers should provide advance notice of absences whenever possible, as provided for in Section 5.3.

10.2 Changes to Agenda Item Order

The Presiding Officer may, with the concurrence of the Councilmembers, take agenda items out of order or change the order of the agenda.

10.3 Approval of Minutes

Meeting minutes shall be approved by a majority vote of the Council. Councilmembers who were absent from the meeting may either vote on approval of those minutes or may choose to abstain from voting.

10.4 Formal Proclamations and Special Presentations

A proclamation is an official announcement or recognition as defined and signed by the Mayor. The issuance of a proclamation at a Council meeting shall be at the discretion of the Mayor.

Proclamations will be briefly summarized by the Mayor and presented to the recipient(s). The recipient(s) will be allowed to make brief comments.

Special presentations include, but are not limited to, retirements, commendations and recognition by the Mayor and City Council.

10.5 Community Member Communications on Agenda Items

Members of the public are invited to speak for approximately three minutes each about any item on that evening's Council Agenda that is not already scheduled for public hearing or which otherwise allows for public testimony. Such public comment is taken at the beginning of the meeting under Community Member Communication and is subject to the provisions of Section 10.14. A total of ninety (90) minutes of public testimony (or less depending on the number of speakers) will be taken on the Consent Agenda, unless the opportunity for public testimony is extended by majority vote of the Council.

Item numbers to be considered under Community Member Communications shall be indicated on the agenda. Testimony taken under Community Member Communications shall follow protocol set forth in Section 10.14.

10.6 Consent Agenda

Items appearing on the Consent Agenda are routine items voted on by a single motion. Typical items include payment of bills, awarding contracts, adoption of resolutions that do not require a public hearing, and first reading of ordinances. Any Councilmember may remove any item from the Consent Agenda for discussion and separate action. Councilmembers should indicate which items they wish to pull from the Consent Agenda prior to the Council's vote on the full Consent Agenda.

10.7 Ordinances for First Reading

First readings of ordinances shall follow the provisions provided for in the City of Vancouver Charter, Section 2.13. The Mayor shall read into the record the title of any ordinance appearing for first reading at the time of its consideration on the agenda. Council then sets a date for second reading and public hearing.

10.8 Public Hearings

Public hearing items are those specific items being considered by Council on which community members are invited to present their views. Certain item types may be required by law to be scheduled as a public hearing. The Presiding Officer will state the public hearing procedures before each public hearing. Except as otherwise required by law, or otherwise announced by the Presiding Officer, a total of ninety (90) minutes of public testimony (or less depending on the number of speakers) will be taken on the Public Hearings. Provided, that the opportunity for public testimony on Public Hearings may be extended by majority vote of the Council.

All public hearings are advertised in The Columbian at least three days in advance, or as required by law, and information is posted on the City's website. In an emergency, most

public hearings can be called within 24 hours with proper media notification, unless longer notice is required by law.

Public testimony on public hearing items is subject to the provisions of Section 10.14.

10.9 Ordinances for Second Reading and Public Hearing

Community members are invited to present their views on proposed ordinances before a final vote by Council. All public hearings on proposed ordinances are advertised in accordance with Section 10.8.

The Mayor shall read into the record the title of any ordinance appearing for second reading at the time of its consideration on the agenda. Second readings of ordinances shall follow the provisions provided for in the City of Vancouver Charter, Sections 2.14 and 2.15.

10.10 Council and City Manager Communications

City Councilmembers, Mayor and the City Manager make special announcements or provide updates on current issues or items of Council interest.

Councilmembers, the Mayor and the City Manager may also present new proposals and seek feedback on such at this time.

10.11 Community Member Forum

A Community Member Forum will be held at ~~each the end of~~ Consent Agenda meetings. At the first Consent Agenda meeting of each month, the Community Member Forum includes up to ninety (90) minutes of public testimony or less depending on the number of speakers. Community members may speak on any issue of concern or interest, provided that speakers may not use this opportunity to speak in favor of or opposition to any ballot measure or candidate for elected office. Speakers are asked to fill out testimony cards as provided for in Section 10.14 and to limit their comments to approximately three minutes. Each speaker shall have one opportunity to address the Council. During Community Member Forum, Councilmembers have the ability to ask questions and reply to speakers. The format of the Community Member Forum held in conjunction with the second Consent Agenda meeting of each month may vary from month-to-month and will be conducted in accordance with Ground Rules announced in advance of the meeting notice and/or by the Presiding Officer at the beginning of the meeting.

10.12 New Business

Matters that do not appear on the agenda may be raised as new business.

10.13 Unfinished Business

Council discusses ongoing issues or items continued from earlier meetings.

10.14 Public Testimony and Conduct

Speakers who wish to testify before the City Council are required to complete a “Testimony Registration Form” which requests the speaker’s name, address, agency or group represented, the item the speaker wishes to testify on, and their position on the subject. Distinct cards will be identified to be used for either agenda item or Community Member Forum testimony.

At the appropriate time, speakers are requested by the Presiding Officer to step up to the place designated for testimony, give their name for the record, and limit remarks to approximately three minutes. (Council prefers lengthy written testimony to be submitted at least a week prior, so Council has a chance to fairly consider the comments.) All remarks will be addressed to the Council as a whole. Each person who addresses the Council shall do so in an orderly manner and shall not make slanderous or profane remarks to any member of the Council, staff or the general public. Any person who makes such remarks or who becomes boisterous, threatening or personally abusive while addressing the Council and which disrupts or otherwise impedes the orderly conduct of any Council meeting may be requested to leave the meeting.

The Presiding Officer and City Manager have the authority to preserve order at all meetings of the Council, to cause the removal of any person from any meeting for disorderly conduct as described herein and which disrupts or otherwise impedes the orderly conduct of a Council meeting and to enforce the Rules of the Council. The Presiding Officer and City Manager may command assistance of any peace officer of the City to enforce all lawful orders to restore order at any meeting.

10.15 Council Discussion

All Council discussion shall be governed by Robert’s Rules of Order, Newly Revised. The City Attorney is the Parliamentarian. Every Councilmember shall be provided with a copy of Robert’s Rules of Order, Newly Revised when first joining the Council.

10.16 Voting

10.16.1 Roll Call Votes

The Council Assistant will take a roll call vote, if requested by the Presiding Officer, a Councilmember, or as required by law. The roll call vote shall be by seniority with the least senior member voting first.

10.16.2 Tie Vote

The passage of a Motion, Resolution or Ordinance is lost by a tie vote, provided that the question may be brought forward again at the request of any member at

the same meeting or at the next meeting when any members who were absent or disqualified at the time of the tie vote are present.

10.16.3 Votes on Questions

Each member present shall vote on all questions put to the City Council except on matters on which he or she has been disqualified for a conflict of interest or under the Appearance of Fairness Doctrine. Such a member shall disqualify himself or herself prior to any discussion of the matter. If abstaining, the Councilmember must state the reasons for abstaining, identifying one or more of the following: (1) an excused absence from the prior council meeting and/or (2) a conflict of interest and/or (3) an Appearance of Fairness issue. See Policy 100-39. A Councilmember, who abstains but fails to identify the absence, conflict of interest and/or Appearance of Fairness issue, will be considered to have voted for the majority's position in respect to questions before the council and have their vote so recorded. When disqualification of a member or members results, or would result, in the inability of the Council to act on a matter on which it is required by law to take action, any member who is absent or who is disqualified under the Appearance of Fairness Doctrine may subsequently participate, provided such member first shall have reviewed all materials and listened to all tapes of the proceedings in which the member did not participate.

10.17 Adjournment

There being no further business, the Presiding Officer adjourns the meeting.

11.0 Agenda Preparation

11.1 General Information

The City Manager's office will prepare an agenda for each Council meeting specifying the time and place of the meeting and set forth a brief general description of each item to be considered by the Council. The agenda is subject to approval by the Mayor and the City Manager.

11.2 Placing Item on the Agenda

An item may be placed on a Council meeting agenda by any of the following methods:

- (1) By any two (2) or more Councilmembers
- (2) By the City Manager, or
- (3) By the Mayor.

11.3 Adding an Item to a Published Agenda

An item may be added to a Regular or Consent meeting agenda, per Section 11.2, after the agenda is closed and the notice published if an amended agenda is published, provided to the Mayor and City Councilmembers and posted on the City's website prior to the subject meeting date.

An item may be added to a Regular or Consent meeting agenda on the subject Council meeting date as a walk-on item if the Councilmember or City Manager requesting the addition of the item explains the necessity and receives a majority vote of the Council to amend the agenda at the public meeting.

11.4 Agenda Finalization Schedule

Agenda materials will be available at City Hall and on the City's website for City staff, the media and public by Wednesday prior to the meeting. Agenda materials will be available for Councilmembers by Tuesday prior to the meeting.

MEMORANDUM

DATE: May 16, 2022

TO: Mayor and Council

FROM: Mayor Anne McEnerny-Ogle

RE: **Interstate Bridge Replacement (IBR) Program –
May 5, 2022 Executive Steering Group Meeting Summary**

The Executive Steering Group (ESG) for the Interstate Bridge Replacement Program (IBRP) met on May 5th. The primary agenda item was presentation of the Program's recommended "package" of items to bring forward to regional Boards, Councils, and Commissions for consideration as a Modified Locally Preferred Alternative (LPA). Program staff stressed that the LPA recommendation represents an approximately two percent (2%) level of design and is intended to be what is discussed for further design through the Supplemental Environmental Impact Statement (SEIS) process 2022-2023.

Key components of the LPA that the Program recommended include:

- Transit that consists of light rail running adjacent to I-5 from Expo Center in Portland to Downtown Vancouver south of Evergreen Blvd.
- One auxiliary lane across the river (between Mill Plain and Marine Drive)
- A partial interchange at Hayden Island/Marine Drive
- Variable Rate Tolling.

Other components of the recommended LPA include:

- Replace the existing I-5 bridge with a seismically sound bridge with three through lanes northbound and southbound
- Prioritizing a comprehensive transit network
- Safe and comfortable active transportation
- Replacement of the North Portland Harbor Bridge with three through lanes, northbound and southbound
- Assumption that Variable Rate Tolling will be used for funding, such as constructing the program, managing congestion, and improving multimodal mobility within the I-5 corridor
- Improvements to additional interchanges within the program corridor.

Attachment A is a memo that supports a Briefing Book distributed in hard copy to all Council members on May 5th. That Book provides detail about development and technical analysis done to-date for all of the components noted above.

All Program partners expressed their support for bringing forward the Program's Recommendation for discussion with their respective Boards, Commissions, Committees, and Councils. Attachment B outlines the timeline for those discussions.

The next ESG meeting is scheduled for May 19th. At that meeting, partners will share feedback heard to-date from discussions with Boards, Commissions, Committees, and Councils.

The May 5th ESG meeting and associated materials are posted here:

<https://www.interstatebridge.org/get-involved-folder/calendar/esg-may-5-2022-meeting/>

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Attachments:

A: Briefing Book Memo

B: Draft schedule for Modified Locally Preferred Alternative

Attachment A: Briefing Book Memo

MEMORANDUM: OVERVIEW OF PROGRAM RECOMMENDATION FOR MODIFIED LOCALLY PREFERRED ALTERNATIVE

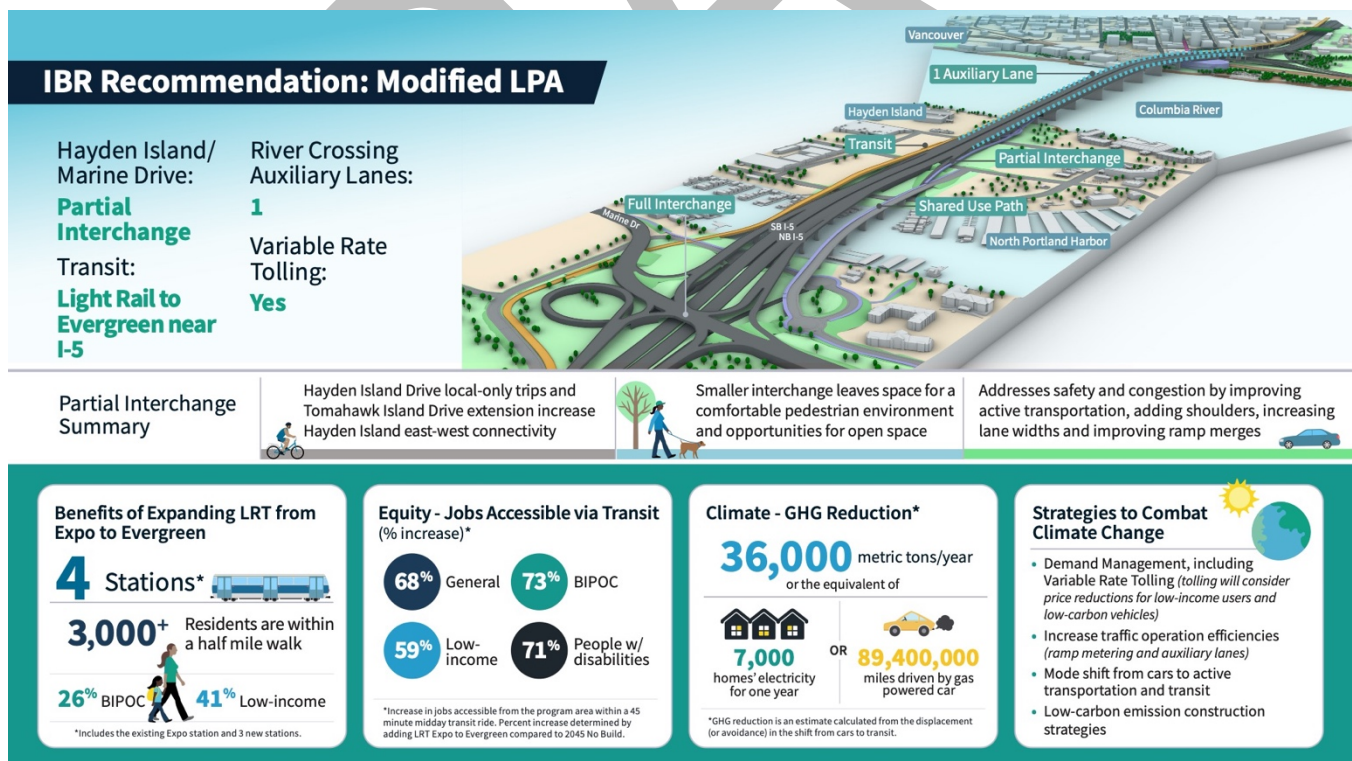
MAY 5, 2022

INTRODUCTION

The Interstate Bridge Replacement (IBR) program would replace the aging Interstate 5 (I-5) bridge across the Columbia River with a modern, seismically resilient, multimodal structure. Current planning work has defined the physical and contextual changes that have occurred in the program area since 2013 and builds upon previous planning efforts accomplished as part of the Columbia River Crossing (CRC) project. To address these changes, the IBR program, in coordination with program partners and the community, developed design options, desired outcomes, and transit investments, in order to identify a Modified Locally Preferred Alternative (LPA) to be further studied through a Supplemental Draft Environmental Impact Statement (SDEIS) in compliance with the National Environmental Policy Act (NEPA).

A Modified LPA identifies the foundational elements local partners agree should move forward for further evaluation, including potential benefits and impacts and formal public comment. Detailed evaluation of the IBR program's Modified LPA will begin in fall 2022 and be documented in a SDEIS.

PROGRAM RECOMMENDATION FOR MODIFIED LPA



The IBR program recommendation for the Modified LPA includes key components representing foundational transportation improvements: transit investments, interchange configuration for Hayden Island/Marine Drive, and the number of auxiliary lanes across the bridge. Additional considerations are also assumed to be part of the Modified LPA.

TRANSIT RECOMMENDATION:

- ▶ **Extend light rail from the Expo Center in Portland, Oregon north to a new station on Hayden Island, continuing across the Columbia River on the new I-5 bridge, following I-5 to multiple stations in the City of Vancouver, including a northern terminus at Evergreen Station in Vancouver, Washington.**

SUPPORTING RATIONALE:

The IBR program transit investment preference for light rail was developed in close coordination with our transit partners, C-TRAN and TriMet, and informed by extensive stakeholder and community input, and data. Community engagement shows widespread support for expanding transit and light rail transit, specifically.

A light rail transit extension of the MAX Yellow Line from Expo Center into Vancouver best integrates existing transit investments in the region – including C-TRAN’s Vine bus rapid transit network and express bus service. The Evergreen terminus via I-5 offers the best opportunity for merging the two metro area transit systems together. The I-5 alignment provides faster, safer, more reliable service and minimizes disruptions to downtown Vancouver.

TECHNICAL TAKEAWAYS:

- ▶ An LRT extension of the Max Yellow Line from Expo Center into Vancouver best integrates existing transit investment in the region including C-TRAN’s Vine and express bus current and future system.
- ▶ Capacity on LRT options allows the program to maximize trips.
- ▶ LRT provides more competitive travel time compared with trips that require a transfer at Expo.
- ▶ LRT investments improve access to jobs to a greater degree than BRT alone.
- ▶ LRT is more competitive for FTA discretionary funding.
- ▶ An Evergreen terminus has fewer potential property impacts and connects directly to the downtown library, the Historic Reserve, jobs, services, and amenities.
- ▶ An Evergreen terminus maximizes transfer opportunities given direct connections to several local routes as well as planned BRT routes

***COMMUNITY FEEDBACK:**

- ▶ Desire for greater connectivity from Clark County into Portland and the regional transit system.
- ▶ Support for High Capacity Transit options, with many preferring light rail or a combined light rail/bus rapid transit option.
- ▶ Strong support among residents in the entire region and solid majority support throughout Clark County for the concept of extending the MAX Yellow Line from Expo Station to Vancouver in a dedicated space across the new I-5 bridge.

- 79% of total community opinion survey respondents strongly or somewhat support light rail across the bridge, including 84% of Portland Metro Area respondents and 61% of Clark County respondents.
- ▶ Reliability and travel time of mode expressed as the most important transit priorities.
- ▶ Equity-priority communities expressed high interest in accessible and dependable transit options, including a desire for multiple transportation options that are efficient, reliable, and user-friendly and infrastructure that promotes high capacity transit.
- ▶ Highest preferences for transit stations located at (or near) Expo Center, Hayden Island, Vancouver Waterfront, Vancouver Library (Evergreen) and Clark College.

HAYDEN ISLAND/MARINE DRIVE CONFIGURATION RECOMMENDATION:

- ▶ **Construct a partial interchange at Hayden Island, and a full interchange at Marine Drive, designed to minimize impacts while making improvement to freight and workforce traffic and active transportation on Hayden Island and Marine Drive.**

SUPPORTING RATIONALE:

This option would provide an expanded interchange at Marine Drive combined with a partial Hayden Island interchange. Traffic on I-5 coming from the north would be able to access Hayden Island through direct ramps at Jantzen Drive. Traffic on I-5 accessing Hayden Island to/from the south would use an upgraded interchange at Marine Drive and an arterial bridge connection between Marine Drive and Hayden Island. Local streets would also be reconnected under I-5.

The recommendation for a partial interchange on Hayden Island recognizes the desire to balance vehicle and freight access with a preference expressed by the community to minimize the footprint over Hayden Island. It also provides the opportunity for improved active transportation and transit access.

TECHNICAL TAKEAWAYS:

- ▶ A partial interchange will create a smaller footprint over North Portland Harbor than a full interchange option with fewer floating home impacts.
- ▶ Smaller scale and complexity of I-5 over Hayden Island provides higher quality experience for active transportation and transit access on east-west streets.
- ▶ This option considers Hayden Island vehicle and freight access to/from Portland via local roads and I-5 ramps that cross under Marine Drive.
- ▶ This option considers Hayden Island vehicle and freight access to/from Vancouver via Jantzen Drive I-5 ramps.

***COMMUNITY FEEDBACK:**

- ▶ Prioritize the option with smallest footprint over Hayden Island.
- ▶ Consider freight needs, as well as active transportation safety and access.
- ▶ Prioritize congestion relief on I-5 near Hayden Island, safe intersections and road improvements, and convenient access to services, shopping, and restaurants.

- ▶ Washington residents preferred direct access to Hayden Island and Oregon residents preferred island access via Marine Drive and local access bridge.

AUXILIARY LANE RECOMMENDATION:

- ▶ **Include one auxiliary lane northbound and one auxiliary lane southbound between Marine Drive and Mill Plain Blvd to accommodate the safe movement of vehicles and freight.**

SUPPORTING RATIONALE:

The IBR program intends to maintain the three existing through traffic lanes in each direction to remain consistent with the existing system on either side of the bridge. Auxiliary lanes are ramp-to-ramp connections designed to give drivers space to merge safely when entering or exiting the roadway, reducing bottlenecks and optimizing traffic flow. The addition of auxiliary lanes can help optimize the three through lanes and allow for more efficient movement through the corridor – improving safety, helping to relieve congestion with better traffic flow, and reducing emissions from vehicles idling in congestion.

The program is committed to “right-sizing” the bridge replacement investment to best meet the needs of the region. The recommendation to study one auxiliary lane in each direction recognizes the desire to balance all of the regional needs and priorities, including safe, efficient, and reliable travel; as well as equity and climate goals. Additional analysis will be completed as part of the SDEIS process to confirm that one auxiliary lane can adequately address the Purpose and Need for the program and provide safe and effective traffic operations.

TECHNICAL TAKEAWAYS:

The addition of one auxiliary lane in each direction would provide a number of benefits compared to the 2045 No Build, including:

- ▶ Travel time improvements of 3 minutes (5% faster) SB AM between I-5/I-205 split and I-405, and 11 minutes (30% faster) NB PM between Broadway Ave and SR-500
- ▶ Congestion reduction:
 - reduces overall congestion during off-peak travel
 - reduces local street diversion
 - faster congestion recovery from incidents
- ▶ Mode shift: the daily transit share is expected to increase from 7% in the No Build to 11% in the build
- ▶ Fewer lane changes will be required (i.e. lane balance)
- ▶ Climate – GHG reduction is expected due to less congestion, as well as a reduction in VMT
- ▶ Safety improvements realized due to fewer sideswipe crashes and improved visibility

*COMMUNITY FEEDBACK:

- ▶ Support for the addition of auxiliary lanes consistently expressed
- ▶ Feedback received from advisory groups and surveys was mixed on the preference for the number of auxiliary lanes:
 - Prioritize the option that maximizes capacity and minimizes congestion

- Both travel time and environmental impacts are important from an equity standpoint
- Prioritize the option that is most environmentally friendly, including a reduction in GHG
- Combined with transit considerations, one auxiliary lane is appropriate
- Two auxiliary lanes meet community values of congestion and safety issues
- Clark County residents were more likely to select the two auxiliary lane option
- Oregon residents were split between one and two auxiliary lane options

ADDITIONAL CONSIDERATIONS

Assumptions that are expected to be included in the recommendation for the Modified LPA:

- ▶ **Replace the current I-5 bridge** over the Columbia River with a seismically sound bridge.
- ▶ **Replace the North Portland Harbor Bridge** with a seismically sound crossing.
- ▶ The construction of **three through lanes** northbound and southbound throughout the BIA (Bridge Influence Area).
- ▶ Include **active transportation and multi-modal facilities** that adhere to universal design principles and facilitate safety and comfort for all ages and abilities. This includes creating exceptional regional and bi-state multi-use trail facilities and transit connection within the Bridge Influence Area (BIA).
- ▶ Study **improvements of other interchanges** within the BIA.
- ▶ Implement a **variable rate toll** on motorists using the river crossing, with a recommendation to the Oregon and Washington State Transportation Commission to consider a low-income toll program, including exemptions and discounts.
- ▶ Establish a **GHG reduction target** relative to regional transportation and land use impacts, and to develop and evaluate design solutions that contribute to achieving program, regional, and state-wide climate goals.
- ▶ Evaluate program design options according to their impact on equity priority areas including developing a **Community Benefits Agreement**.

Additionally, in response to partner feedback, the IBR program is developing a list of commitments that will accompany the Modified LPA. The commitments are operational details and secondary design elements that support the design concepts outlined in the Modified LPA.

**Community feedback synthesizes what the program has heard from targeted community engagement efforts to gather feedback around design options. This engagement has included a variety of tools, including an online community survey with over 9,600 responses, over 300 listening session participants across multiple sessions, four Community Working Groups, and over two dozen public meetings of the program's steering and advisory groups between October 2021 and May 2022. A community opinion survey was also conducted in April 2022 to gather additional input.*

NEXT STEPS

All eight partner agencies and the program's Executive Steering Group will be asked to consider the Modified LPA, with the goal of receiving approval by the end of July 2022. An update on progress, including the detail of the Modified LPA, is due from the Washington members of the bi-state legislative committee to the Washington State Legislature by August 1, 2022.

Adoption of a Modified LPA demonstrates regional consensus to move forward into the next phase of work to further study and refine the corridor-wide program alternative. The adoption of the Modified LPA by local agencies does not represent a formal decision by the federal agencies leading the NEPA process or any federal funding commitment. Other elements and investments may enhance the Modified LPA and will be identified as the IBR program continues to gather input from advisory groups and partner agencies, and further analyze the Modified LPA in the SDEIS process. Elements such as additional transit improvements (i.e. transit stations, park and rides, bus route changes, and potential expansion of an LRT maintenance facility) and river crossing structure type and alignment are anticipated to be determined in the next phase of the program.

The next phase of work will analyze benefits and impacts of the of the Modified LPA and will be shared with the public for review and comment as part of the SDEIS process. Refinements will be made in response to partner, public, and Tribal engagement, as well as additional design analysis. After the Modified LPA is refined to address public comments, the combined Supplemental Final Environmental Impact Statement and Amended Record of Decision will be published. The goal is to begin construction by late 2025.

IBR MODIFIED LPA BRIEFING PACKET PURPOSE AND OVERVIEW

The *IBR Modified Locally Preferred Alternative Briefing Packet* was created as supporting documentation that reflects a compilation of the work completed by the IBR program team and program partners in support of identifying a program recommendation for a Modified LPA. Design options and transit investments were screened against criteria to evaluate their ability to meet the program's Purpose and Need statement and desired outcomes, including equity and climate objectives. The *IBR Modified Locally Preferred Alternative Briefing Packet* provides an overview of the work that has gone into developing the program's Modified LPA recommendation, including: climate and equity frameworks, design concepts and investments; screening results and modeling data; and input and feedback from partner agencies, program advisory groups, and the community.

Attachment B: Modified Locally Preferred Alternative – DRAFT Schedule

The following is a working draft schedule for discussions among regional partners regarding the draft Modified Locally Preferred Alternative (LPA). *This schedule is tentative and subject to change.*

- May 5: IBRP Executive Steering Group – Present Modified LPA Recommendation
- May 6: Bi-State Legislative Committee – Present Modified LPA Recommendation
- May 10: Portland City Council – Discuss Modified LPA Recommendation
- May 12: Metro Council – Discuss Modified LPA Recommendation
- May 16: City of Vancouver - Debrief 5/5 ESG present Program Recommendation for Modified LPA
- May 19: Metro Joint Policy Advisory Committee on Transportation (JPACT) – Discuss Modified LPA Recommendation
- May 19: IBRP Executive Steering Group – Update on discussions re: Modified LPA Recommendation
- May 20: Bi-State Legislative Committee – Update on discussions re: Modified LPA Recommendation
- May 26: TriMet Board of Directors – Discuss Modified LPA Recommendation
- May 26: Metro Council – Discuss Modified LPA Recommendation
- May 24: Port of Vancouver Board of Commissioners – Discuss Modified LPA Recommendation
- June 3: Metro Transportation Policy Advisory Committee (TPAC) – Discuss Modified LPA Recommendation
- June 6: Vancouver City Council – Discuss Modified LPA Recommendation and Draft Resolution
- June 7: RTC Board of Directors – Discuss Modified LPA Recommendation
- June 8: Port of Portland Board of Commissioners – Discuss Modified LPA Recommendation LPA
- June 14: C-TRAN Board of Directors - Discuss Modified LPA Recommendation
- June 15: IBRP Executive Steering Group – Update on discussions re: Modified LPA Recommendation
- June 16: Metro JPACT – Vote on Modified LPA
- June 17: Bi-State Legislative Committee – Update on discussions re: Modified LPA Recommendation
- June 22: TriMet Board of Directors – Vote on Modified LPA
- June 27: Vancouver City Council – Discuss Modified LPA Recommendation
- June 28: Port of Vancouver Board of Commissioners – Vote on Modified LPA
- June 29: Portland City Council – Vote on Modified LPA
- June 30 or July 7: Metro Council – Vote on Modified LPA
- July 5: RTC Board of Directors – Vote on Modified LPA
- July 11: Vancouver City Council – Vote on Modified LPA
- July 12: CTRAN Board of Directors – Vote on Modified LPA
- July 13: Port of Portland Board of Commissioners – Vote on Modified LPA
- July 21: IBRP Executive Steering Group – Vote on Modified LPA
- July 21: Bi-State Legislative Committee - Consider and respond to the Modified LPA.