



Planning, Community & Economic Development Department
904 6th Street; P.O. Box 547 Anacortes, WA 98221
360-299-1984 - pced@cityofanacortes.org

April 10, 2020

Revised April 15, 2020

To: Allen Workman
715 Seafarer's Way #100A
Anacortes, WA 98221
allenw@johnlscott.com

RE: Pre Application Conference Pre-2020-0007– Birchview Annex
3-Story, 12-unit apartment building at 1101 22nd St.

The following comments are provided in response to your request for a preapplication conference regarding the above conceptual proposal:

PLANNING, COMMUNITY & ECONOMIC DEVELOPMENT:

Zoning Designation

1. The property is zoned R4 and the Land Use designation in the Comprehensive Plan is Residential High Density.



Allowed Uses

2. Multifamily is a permitted use in the R4 zone. See [AMC Table 19.41.040](#).

Form & Intensity Standards

3. The minimum lot size for single family dwellings (3,000 sf) and duplexes (4,200 sf) are listed in [AMC Table 19.42.020](#). There is no additional minimum lot size for each additional unit and no maximum density for multifamily in the R4 zone.
4. Building height, setbacks and other standards can be found in [AMC Table 19.42.020](#). For the subject site, the setbacks are – 10’ from the north property line; 5’ from the east property line; 10’ from the south property line; 5’ from the west property line for the 1st floor, 7.5’ for upper floors.

The maximum lot coverage is 50% and the minimum landscaped area is 20%*. * In the R4 zone, when at least 50% of all required parking is located within and/or below the structure, the maximum lot coverage may be increased to 75% and the minimum landscaped area reduced to 15%. ([AMC 19.43.010.H.7](#)).

Maximum height is 40’. There is currently a moratorium in place on acceptance of applications proposing to utilize the height bonus incentives in 19.42.050.

Residential Uses

5. Per AMC 19.43.010.H, multifamily uses are subject to design provisions in Division 6 of Title 19, including block frontage standards, site planning, building design, and landscaping.

Community Design

6. See Public Works Department comments regarding public improvement requirements, which include pedestrian facilities, elimination of existing driveway and curbcut to 22nd, and potential alley improvements.

Block Frontage Designation

7. The site along 22nd Street is an ‘Undesignated’ block frontage. The building and site must comply with the standards in [Table 19.61.110\(C\)](#) for undesignated block frontages, which include a minimum 10’ building setback with landscaping, building entry visibility, accessibility, and weather cover requirements. At least 10% of the building façade facing 22nd St. must be transparent. Review the specific section for details – not all of them are listed here.

Site Planning

8. Please review [AMC 19.63.030](#) for standards related to balconies near side and rear property lines and setbacks based on unit solar access. It is not clear based on the information provided whether balconies are proposed and how solar access is provided for each unit. This may affect required setbacks.
9. Internal open space is required to be provided on the site at a rate of 100 sq. ft. per dwelling unit for studio and 1-bedroom dwelling units. For 12 such units, a total of 1,200 sq. ft. must be provided for this project. Please see [AMC 19.62.040](#) for ways that open space requirements can be met. The site

plan does not indicate where open space is proposed to be provided and therefore this was not reviewed.

10. See [AMC 19.62.070](#) for service areas and mechanical equipment standards. This information was not provided on the site plan and therefore not reviewed.
11. See [AMC 19.63 Building Design](#) for standards relating to building massing, articulation, details, materials, and blank wall treatment. Building elevations were not provided with the submittal so were not reviewed.

Parking

12. Per [AMC 19.64.040](#), 1.5 off-street parking spaces are required per 1-bedroom unit or studio. For 12 units, a minimum of 18 off-street spaces are required. The site plan provided does not appear to meet this requirement.
13. Guest parking is required in accordance with [Table 19.64.030\(B\)](#). One guest space is required per 8 units. For 12 units, 1 guest parking space is required. On-street parking area adjacent to the property may be used to meet guest parking requirements.
14. [AMC 19.64.060.D](#) allows for reduction of minimum off-street parking from the requirements in [Table 19.64.020\(H\)](#) in certain circumstances.
15. Bicycle parking (short-term and long-term) must be provided in accordance with [AMC 19.64.100](#). This is not shown on the site plan and so therefore not reviewed.

Fences, walls, hedges

16. See [AMC 19.66](#) for details. Fences require a permit.

Critical Areas

17. No known or potential critical areas appear on City mapping on or near the project site.

Landscaping

18. See [AMC 19.65](#) for landscaping requirements. A fence or 5' wide Type A,B,C,D,E,F or path is required along the east and south property lines. See [AMC 19.65.070](#) for specifics. No landscaping information was provided on the site plan so therefore it was not reviewed.

Review Process & Submittal Requirements

19. Based on the project description and information provided, the following application types/processes appear to be required (see [AMC Table 19.20.030-1](#)):
 - Site plan review – Type 2 (Administrative Decision). This requires a notice of application, public comment period, and notice of decision. Application submittal checklist is attached and can be found [here](#).
 - Building Permit – “multifamily permit application” forms can be obtained [here](#).
20. The proposal appears to be categorically exempt from SEPA review per WAC 197-11-800 and [AMC 18.04.120](#).

Fees

21. Land use permit fees and development fees are located on the [PCED website](#).
22. Contact the Building Department regarding building permit fees, including General facilities charges and impact fees, which can also be found in the [Unified Fee Schedule](#).
23. [AMC Ch. 3.93.060](#) provides for a partial impact fee exemption for low income units.
24. [AMC 13.44.010j](#) provides for a waiver to general facilities charges for low income units.

Solid Waste Dept.

25. ~~No issues.~~ Dumpster location/dimensions not shown. Must meet city standards.

Building Dept.

26. 1 Hr Fire rated exterior wall required on West end of building under 2015 IBC. Fire rated partitions required between units. Plans will be required to show fire rated assemblies proposed and UL or GA numbers, and all penetrations in rated walls will be required to to be part of a listed fire rated assembly. Each type or size of penetrant proposed will be required to have a detail indicating the proposed listed assembly on the plans prior to approval.

Water Dept.

27. ~~No domestic water issues as the current meter size will supply the GPM required for build-out~~
Contact Terry Nemeth at 360-299-1952 with questions.

Public Works – Engineering Dept.

28. See comments from Steve Lange, dated April 6, 2020.

Fire Dept.

29. Comments not yet provided.

Please note that these comments are preliminary in nature and subject to change based on information that is more detailed and future changes to the development regulations. If you have any questions, please feel free to contact me at (360)299-1986 or by email at libbyb@cityofanacortes.org.

Sincerely,



Libby Grage
Planning Manager