

AGENDA

BOTHELL PLANNING COMMISSION

Bothell City Hall, 18415 101st Avenue NE
Wednesday, December 18, 2019, 6:00 PM

1. **CALL TO ORDER**
2. **PUBLIC COMMENTS**
A chance for members of the audience to address the Commission on a topic NOT scheduled for a public hearing on this evening's agenda. Please limit comments to 3 minutes per speaker.
3. **APPROVAL OF MINUTES**
December 4, 2019
4. **NEW BUSINESS**
5. **PUBLIC HEARING**
Downtown Historic Preservation Code Amendments
6. **PUBLIC MEETING**
None
7. **STUDY SESSION**
2020 Parks, Recreation and Open Space (PROS) Plan Update
8. **OLD BUSINESS**
None
9. **REPORTS FROM STAFF**
10. **REPORTS FROM MEMBERS**
11. **ADJOURNMENT**

Official tapes of meetings are available through the Community Planning Division.

SPECIAL ACCOMMODATIONS: The City of Bothell strives to provide accessible meetings for people with disabilities. If special accommodations are required, please contact the ADA Coordinator at 425-806-6150 at least three days prior to the meeting.

Projected Schedule of Land Use Items as of December 12, 2019

City Council meetings in **bold**; *Planning Commission* meetings in *italics*;
other Board meetings in normal text.

Meetings start at 6 p.m. in City Hall, 18415 101st Avenue NE unless otherwise noted.

For planning purposes only: schedule subject to change without notice

January 2020

	Tuesday	Wednesday	Thursday	Friday
		1	2	3
6	7	8 <i>Downtown Public Space Code Amendments Public Hearing and Recommendation</i> <i>Canyon Park Briefing & project schedule</i> <i>Planning Commission 2020 Docket</i>	9	10
13	14 Multi-Family Tax Exemption Study Session	15	16	17
20	21	22 <i>Canyon Park Preferred Alternative Recommendation</i> <i>Downtown Historic Preservation Code Amendments Continued Public Hearing</i>	23	24
27	28	29	30	31

Minutes

BOTHELL PLANNING COMMISSION

REGULAR MEETING – December 4, 2019

COMMISSIONERS PRESENT: Patrick Cabe, Carston Curd, Brad Peistrup, David Vliet

COMMISSIONERS ABSENT AND EXCUSED: Jason Hampton, Kevin Kiernan.

STAFF PRESENT: Community Development Director Michael Kattermann and Senior Planner David Boyd; Utilities and Development Division Manager Boyd Benson.

CALL TO ORDER: The Regular Meeting of the Bothell Planning Commission was called to order by Chair David Vliet on December 4, 2019, at 6:00 p.m. in the Council Chambers at the Bothell Town Hall, 18415 101st Avenue NE.

PUBLIC COMMENTS: None

APPROVAL OF MINUTES:

CURD MOVED TO APPROVE THE MINUTES FOR NOVEMBER 20, 2019. PEISTRUP SECONDED AND IT PASSED WITH ALL PRESENT IN FAVOR.

NEW BUSINESS: None

PUBLIC HEARING:

Chair Vliet opened the Public Hearing regarding the Downtown Public Space Code amendments (continued from November 6). Vliet introduced David Boyd, Senior Planner.

Boyd shared a presentation regarding the Downtown Public Space Code amendments.

Discussion ensued.

CURD MOVED TO CONTINUE THE DOWNTOWN PUBLIC SPACE CODE AMENDMENTS HEARING UNTIL JANUARY 8, 2020. PEISTRUP SECONDED AND IT PASSED WITH ALL PRESENT IN FAVOR.

STUDY SESSION:

Chair Vliet opened the study session with the first item which was the 2020 Transportation Impact Fee Update.

Director Kattermann introduced Boyd Benson, Utility and Development Division Manager for Public Works who shared a briefing on the 2020 Transportation Impact Fee Update.

Discussion ensued.

Chair Vliet continued the study session with the next item led by Director Kattermann on the Preliminary 2020 Planning Docket.

Discussion ensued.

OLD BUSINESS: None

REPORTS FROM STAFF:

Director Kattermann reported on the following:

- School Impact Fees approved by Council
- Canyon Park subarea plan DEIS to be issued 12/6 – Comment period ends 1/13/2020
- Council Public Hearing on Minimum Density for Canyon Park/North Creek continued to 12/17/2019

REPORTS FROM MEMBERS: None

ADJOURNMENT:

CURD MOVED TO ADJOURN. CABE SECONDED AND IT PASSED WITH ALL PRESENT IN FAVOR.
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The meeting was adjourned at 8:13 p.m.

**Public Hearing:
Downtown Historic Preservation
Code Amendments**

MEMORANDUM

Community Development Department



DATE: December 18, 2019

TO: Planning Commission

FROM: Dave Boyd, Senior Planner
Sarah Desimone, Historic Preservation Consultant

SUBJECT: Proposed Downtown Historic Preservation Code Amendments – Initial Public Hearing

Purpose/Action

The purpose of this public hearing is to take public testimony on proposed amendments to the sections of the Downtown Subarea Development Regulations that deal with historic preservation and for the Planning Commission to provide additional direction to staff.

The underlying purpose is to promote the preservation and restoration of Bothell's downtown core, particularly along historic Main Street. Three main strategies can be utilized:

1. Preserving and restoring historic structures in their entirety.
2. Preserving historic facades, while allowing new development.
3. Providing for new development that respects and complements the historic downtown fabric.

No action is required at this time. Staff recommends that the Commission continue the public hearing to January 22, 2020.

Background

In the 2018 Planning Docket, Council initiated amendments to the Downtown Historic Resources Regulations and possibly Title 22, Landmark Preservation, to preserve historic buildings/facades on Main Street and in the historic downtown core, in coordination with the Downtown Landmark and Historic District Feasibility Study to “pinpoint all register-eligible buildings in the Downtown Special Review Area, determine financial incentives and identify potential historic districts.”

On November 20, 2019, Planning Commission and the Landmark Preservation Board held a joint study session to review the Downtown Landmark and Historic District Feasibility Study, for the Planning Commission to provide input for a Landmark Preservation Board recommendation on the Title 22 amendments and for the Landmark Preservation Board to provide input for a Planning Commission recommendation on the Downtown Architectural Styles and Historic Resources Regulations amendments. On November 27, 2019, the Landmark Preservation Board recommended Council approve the proposed Title 22 amendments.

The analysis below repeats much of the information in the November 20 memo, in order to give a full description of the proposed amendments, along with additional information reflecting comments received at the November 20 study session and additional staff analysis.

Analysis

The stated purpose of the Downtown Historic Resources Regulations in BMC 12.64.505.A.1 is “to preserve and enhance the historic character and architectural heritage of Downtown Bothell and therefore the overall community character.” In 2018, some minor amendments were made to these regulations to update the boundary and map of the Downtown Special Review Area (DSRA) and ensure timely participation by the Landmark Preservation Board in reviewing projects in the DSRA or involving historic register properties throughout the Downtown Subarea. More substantive amendments were deferred to the 2019 Docket, to coordinate with the Downtown Landmark and Historic District Feasibility Study.

In reviewing the Historic Resources Regulations, aspects of the preceding section 12.64.504, Architectural Styles, were identified as potentially benefiting from some amendments as well. Proposed amendments to both sections are included in **Attachment 1**, along with an amendment to the Downtown Core District Requirements Chart in BMC 12.64.101.A to reference a special setback requirement for the north side of the 10100 block of Main Street. The focus of these proposed amendments is to:

- Clarify and correct use of terminology.
- Clarify and strengthen regulations to better encourage preservation and restoration of historic buildings and facades, including converting some guidelines to requirements.
- Address issues that are not adequately covered in the current regulations.

The Architectural Styles section is not meant to be a complete anthology of downtown Bothell historical styles, and it doesn’t include specific regulations for new development. It is intended to identify the main styles found in downtown and provide some examples, both historic and contemporary, for developers to use as references for their projects. Some suggested revisions to the categories and terminology used are described below and included in **Attachment 1**.

The Downtown Subarea Regulations include both requirements and guidelines, and in the rest of the regulations the requirements are listed first, followed by the guidelines. The Historic Resources Regulations do not currently follow that format, and the proposed amendments change a number of guidelines – measures that “should” be taken – to requirements – provisions that “shall” be done. Since the number of requirements and guidelines is relatively small, the proposed amendments in **Attachment 1** have simply reordered the provisions in each category to list the requirements first, rather than creating separate subsections under each element for requirements and guidelines. To make it clear what text is being revised, only the revised text in the relocated subsections is shown in the ~~strikethrough~~/underline format. The text that is moved is shown in ~~strikethrough~~ format in its original location.

In reviewing the regulations, two issues that are not adequately addressed have been identified:

- There are provisions for awnings (typically fabric covered structures added to a façade), but not for canopies (solid structures typically made of metal, wood and/or glass). Other sections of the Downtown Subarea Regulations, like the signage regulations, address these elements differently, so the proposed amendments add canopies to the awnings section and include provisions to minimize the impact of new canopies on the historic features of building facades.
- On the north side of the 10100 block of Main Street the buildings are set back about four feet from the property line. This area is in the Downtown Core district, which has a zero minimum and maximum setback. If any of these properties were to redevelop, the setback regulations would require the buildings to extend four feet further into the street space, potentially introducing an awkward, uneven street frontage. The intent of the zero setback is to create an even street front along blocks of the same district. The best place to transition this building line is at street intersections, so the potential amendments establish the existing building line as the setback line for the 10100 block of Main Street.

Potential Code Amendments

Downtown Core District Requirements: A footnote is added to the front setback requirement and the Chart Legend referencing the special exception in BMC for the north side of the 10100 block of Main Street referenced above.

In response to a comment at the November 20 joint study session, the provision exempting ground floor retail uses fronting Main Street from minimum parking requirements is amended to exempt only existing ground floor retail uses, providing an incentive to preserve existing structures.

The Downtown Core district currently exempts parking requirements for all ground-floor retail uses fronting Main Street. Exempting only existing ground floor retail would provide an incentive for preserving existing structures. The current requirement incentivizes any ground floor retail use, so a decision needs to be made on whether the priority should be encouraging ground floor retail generally, or encouraging preservation of existing buildings.

Architectural Styles: The reference to the Landmark Preservation Board's **City of Bothell Design Guidelines, Building Styles and Features** is revised to include the most recent revision. An explanatory note is added prior to the subsections on styles to explain the ordering.

A new "Mid-20th Century Styles" section is added and the date range for "Contemporary Styles" is changed to fill in a gap in the commercial styles and more accurately reflect the range of styles, and subsequent sections are re-numbered accordingly. Two photos of local examples are added, and the Bothell First Lutheran photo is moved from Contemporary to Mid-20th Century Styles. Other examples may be added.

Historic Resources Regulations: Minor edits are made to the introductory section to reflect changed street names and accurately reference historic register properties subject to the regulations.

A minor edit is made to the section on Character-Defining Features of the Downtown Special Review Area, which is otherwise included unchanged for context.

More substantive amendments are proposed for the Building Regulations for Rehabilitation and New Construction section to provide greater leverage for preserving and restoring historic structures, primarily through changing several guidelines to requirements. Guidelines are appropriate to give applicants flexibility where there may be multiple acceptable approaches. Those changed to requirements are elements seen to be key to preserving and restoring historic buildings. For example, the changes now require that key elements like transom windows and bulkheads be preserved, where possible, that door and window openings be kept and replacements match originals, and that new construction complement its surroundings and use traditional elements. Other changes to this section reinforce this by addressing issues that have come up in the review of prospective developments, including:

- Clarification that subsequent renovations can have historical significance of their own.
- Addition of canopies to the section on awnings, along with a requirement to remove inappropriate ones when exterior renovations are done.
- Addition of a guideline regarding saving remnants of original masonry, where possible.
- New since the November 20 packet, re-ordering to put requirements first, giving them greater emphasis and priority.
- Addition of a requirement to maintain the predominant street façade line on the north side of the 10100 block of Main Street.

Similarly, the Building Materials and Elements section has proposed amendments to strengthen provisions for preserving and restoring historic elements. As in the previous section, guidelines that are deemed to be key to preserving and restoring historic elements are changed to requirements, providing greater leverage for historic preservation. For example, guidelines for new windows are changed to requirements to be consistent with those in the previous section. The guidelines changed to requirements are already listed first, so no re-ordering is proposed. Other changes to this section address issues that have come up in the review of prospective developments, including:

- Encourage restoring original bulkheads where possible.
- Add canopies to awnings, address roll-out awnings, and encourage flat canopies that provide weather protection while minimizing impacts to historic facades.
- Adding obscure glass to prohibited storefront window options.

The language in the Demolition section is revised since the November 20 packet to place greater emphasis on retaining designated properties and those eligible for the historic register. The current language gives equal emphasis to discouraging demolition of historic inventory buildings (those over 50 years old) as it does for designated properties. The detailed regulations in BMC 12.28.060 provide specific controls and processes, and remain unchanged.

At the November 20 joint study session with the Landmarks Preservation Board, there was some discussion of incentives for preserving and restoring historic buildings, as well as regulations. Staff reported that some research into the Transfer of Development Rights from historic properties to other development sites, either in Downtown or in other parts of the City, like Canyon Park, would need to be researched, but that such a program was beyond the scope of these code amendments.

Action / Next steps

No action is requested at this time. Staff is seeking additional feedback from the Planning Commission on the proposed code amendments.

Specific questions include:

- Whether proposed changes to the District Requirements section, particularly the proposed change to the parking exception, provide a valuable incentive for preservation.
- Whether the proposed changes to the Architectural Styles section includes sufficient information and guidance for review of façade changes or new development.
- Whether the proposed changes to the Historic Resources Regulations provide sufficient direction and/or requirements for preservation.

At the conclusion of deliberations, the staff recommends that the Commission continue the public hearing to January 22, 2020.

Attachment

1. Potential Downtown Historic Preservation Code Amendments

Proposed Downtown Historic Preservation Code Amendments

Relevant sections are included below, including sections that may not need amendment, but are included for context. Text in [brackets] describes insertions and is not part of the proposed code. Draft amendments are shown in underline/~~strike through~~ format below. Hyperlinks are shown in [blue underlined text](#). Skipped sections are indicated by three asterisks: * * *

12.64.101 Downtown Core District Requirements

* * *

Special setback reference added to Chart Legend.

Chart Legend

* * *
(A): exceptions apply for retail anchors, see Special Downtown Core Requirements and Anchor Exceptions Chart
(B): see 12.64.505.B.3.b.iii for special setbacks on the north side of the 10100 block of Main Street.

* * *

Special setback footnote added to Front Setback requirement in the District Charts.

A. District Charts

* * *

12.64.207 Front Yard Setback	
minimum / maximum	0 ft / 0 ft; (A) (B)

* * *

B. Special Downtown Core Requirements

* * *

Amendment to incentivize preservation of existing buildings with ground floor retail uses fronting Main Street by limiting the parking exception to those existing uses, not new construction.

3. Parking Exceptions

- a. No minimum parking requirements shall apply to existing ground floor retail uses fronting Main Street.

* * *

12.64.504 Architectural Styles

The revisions to the section below provide for revisions to the City of Bothell Design Guidelines, Building styles and Features, add explanatory text regarding the styles listed, add a new style category, photos and adjust dates to more accurately reflect current styles, and revise numbering accordingly.

This section contains a discussion of a range of the predominant architectural styles found among existing buildings in downtown Bothell. A small number of buildings designed in other styles, from different periods or displaying a degree of stylistic influence from other styles (for example, 1930s Art Deco influence on decorative elements of the Anderson Building) can be found in downtown, but detailed descriptions of those styles have not been included here. The **City of Bothell Design Guidelines, Building Styles and Features** by the Bothell Landmark Preservation Board, 2007 or most recent revision, may be consulted for further detail on these and other architectural styles. Within individual style descriptions below, the dates shown indicate the historic period of initial popularity of the style. With the goal of strengthening downtown Bothell’s “sense of place” and architectural character and building on its heritage in mind, the Architectural Styles discussed here are included to provide a basis for reinforcing and strengthening the character of predominant building fabric in the project area in the design of new buildings and development, whether through the full emulation and/or interpretation of one of the predominant building styles. Alternatively, where a predominant downtown architectural style is not used, the information is intended to provide guidance for architects and developers to make sensitive reference to, incorporate, and/or harmonize with characteristics of predominant architectural styles such as (but not limited to) massing, horizontal and vertical scale increments, façade composition, roof form, architectural elements, materials, and colors.

The sections below list predominantly commercial and mixed use styles first, followed by predominantly residential styles.

* * *

B. MID-20TH CENTURY STYLES (1930-1970)

Reflecting “machine age” design and in protest to the styles of the earlier Victorian period, architectural styles of the mid-20th century were influenced by Frank Lloyd Wright’s Usonian house plans in the United States and the Bauhaus school in Europe. Mid-20th century styles found in the Downtown Subarea include Art Deco, Art Moderne/Streamline Moderne, Contemporary, Wrightian, New Formalism, Northwest Regional and Ranch. Generally, they are comprised of horizontal lines, large expanses of glass, multiple planes and mixed materials but each style has very distinctive attributes. See the **City of Bothell Design Guidelines, Building Styles and Features** by the Bothell Landmark Preservation Board for further information on mid-20th century styles.

Add photos below and move Bothell First Lutheran photo from Contemporary Styles to Mid-20th Century Styles. Additional examples may be added.



BC. CONTEMPORARY STYLES (~~1950S~~ 1970 – PRESENT)

1. For the purposes of this Plan, Contemporary Styles comprise those architectural styles that draw on Modernism, Post-Modernism, and other current styles in practice today. Most Contemporary Styles have drawn upon contemporary building materials, modern construction methods to create a visual identity that is distinct from historic architectural styles.

* * *

CD. QUEEN ANNE (CIRCA 1885-1905)

* * *

DE. CRAFTSMAN (CIRCA 1900-1930)

* * *

12.64.505 Historic Resources Regulations

A. INTRODUCTION

* * *

1. Purpose

Minor change below to update street name reference.

- a. The purpose of these Historic Resources Regulations is to preserve and enhance the historic character and architectural heritage of Downtown Bothell and therefore the overall community character. These regulations apply to an area that is labeled the Downtown Special Review Area (DSRA), see Fig.12.64.505 A.1, which is bounded by ~~SR 527~~Bothell Way NE, SR 522, NE 185th Street and 104th Avenue NE, and select individual historic properties within the Downtown Subarea. Adherence to the Regulations will ensure that new elements and features constructed or modified are compatible with existing and desirable historic elements.

Map updated for clarity, readability.

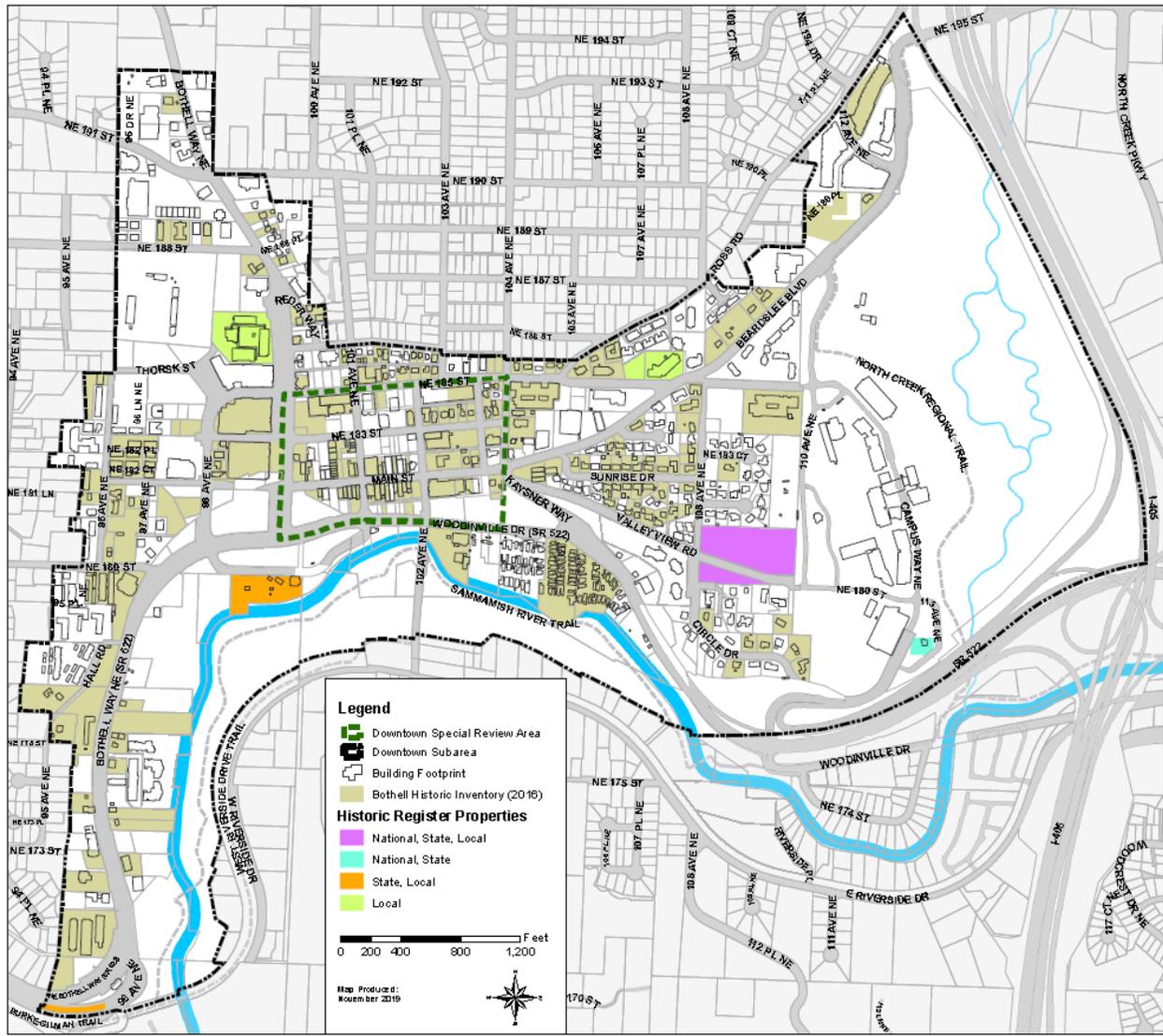


Fig.12.64.505.A.1 Historic Resources and Downtown Special Review Area (DSRA) Boundary

2. Applicability

These regulations will be used by the City’s planners and Landmark Preservation Board to review the appropriateness of proposed new construction, exterior alterations to buildings, and demolition. This section is intended to provide guidance for the modifications to existing structures and new construction within the DSRA, and for those structures within the Downtown Subarea that are listed on the National, State or local Registers of Historic Places.

3. Design Review Process

Minor changes below for clarity and more precise references.

- a. The review process begins when an owner (or an owner's representative) proposes any exterior work on a building that is within the boundaries described above, that has been nominated for local landmark status, or that is a-listed historic structure on the Bothell Register of Historic Landmarks. These guidelines/regulations ~~should~~shall be used when contemplating a project, to help establish the appropriate direction for repairs, alterations, or new construction.
- b. The Landmark Preservation Board will review each proposal in terms of the basic principles and for conformance with the stated regulations. The review process shall be as described in Bothell Municipal Code Chapter 22. In order to promote compliance with the regulations in this section, any development proposal within the DSRA which would exceed the threshold for categorical exemptions under the State Environmental Policy Act (SEPA) shall be submitted to the Landmark Preservation Board for review and comment in a public meeting prior to application for any building permit.

B. REQUIREMENTS AND GUIDELINES

These Historic Resources Regulations are based on principles set forth in the Secretary of the Interior's Standards for the Treatment of Historic Properties, widely accepted as the preservation and rehabilitation principles when considering and implementing changes to historically significant properties. Divided into four sections – preservation, rehabilitation, restoration, and reconstruction – the standards provide technical advice for activities and methods for property owners and stewards of historic properties. The primary intent of the Standards is to provide direction for the protection of the historic character of the buildings through a combination of mandatory requirements and advisory guidelines. Additionally, new uses should be compatible with the buildings' character, and retain open views through the storefronts into interior spaces. The basic principles include the following:

1. Basic Principles

- a. Retain original building materials and distinctive architectural features whenever possible. Removal of or alteration of these original features is strongly discouraged.
- b. Repair deteriorated original or significant features. If repair is infeasible, replace materials in kind to match original material, quality, and detailing.
- c. Do not cover original building materials or architectural features. Where they have been covered or obscured by alterations, re-expose original materials and features. NOTE: Alterations to a building may have gained significance over time, and may not necessarily need to be removed. This will be ascertained by the Landmark Preservation Board during the review process.
- d. Replacement of missing original features should be undertaken based on accurate and defensible historical documentation and/or physical evidence. Where documentation does not exist or restoration is otherwise infeasible, new features may be contemporary in character and detailing and must be compatible with the scale, complexity, material, and color of the historic building materials.

- e. Decorative elements that create a false sense of history or change the original architectural style of the building should not be added to a façade.
- f. Surface cleaning should be undertaken with the gentlest means possible. Sandblasting is not permitted. (See Section C, Resources and References, below for additional resources on recommended surface cleaning practices.)
- g. Demolition of structures on the Bothell Historic Register is strongly discouraged, and must be approved by the Landmark Preservation Board. (See Bothell Municipal Code Chapter 22 for demolition review process.)

2. Character-Defining Features of Downtown Special Review Area

Minor change below for clarity.

Bothell's Main Street, especially on the block between 101st Avenue NE and 102nd Avenue NE, and the streets within one block south and two blocks north, are characterized by a limited number of commercial architectural styles, common façade materials, distinct façade elements, consistent property setbacks, and variable lot widths. This creates both a consistency and diversity that forms the unique character of Bothell's historic commercial district. (See Section 12.64.504 for Architectural Styles.)

The character-defining features of the existing buildings within the DSRA are those historic visual elements that give the space its particular "feel." Things such as overall building shape, materials, craftsmanship, and decorative details are the features that provide the particular character of each building.

Listing them here provides a context within which to evaluate changes or additions to historically designated structures or to properties within the Downtown Special Review District. While each building has distinctive elements, the common historic features are the character-defining features of the area as a whole:

- a. Full public frontage coverage (meaning the buildings generally occupy the full area of the street frontages with no setbacks from the property line. This results in the following:
 - i. Continuous row of storefronts, located immediately adjacent to the edge of sidewalk. This feature is consistent with the Private Frontage regulations applicable to the Districts within the DSRA.
 - ii. Blank side walls between parcels, characterized by no fenestration, openings, or decorative features. This feature is also consistent with the side yard setbacks for the Districts within the DSRA, but does not incorporate windows.
- b. One- and two-story buildings with variable lot dimensions. The variation in storefront width and height is a significant characteristic that gives Main Street its distinctive rhythm (This varies from the taller building height limits that may be allowed in other areas of the Downtown). Main Street buildings exhibit the following characteristics:
 - i. Variable building heights which range from approximately 18' for the single story structures to 36' for the two-story structures (including parapet).

- ii. Storefront dimensions which vary from 20' to 90' wide, with most approximately 30'-40' wide.
 - iii. Buildings with rectangular plans with relatively flat façades and sidewalls. Some have angled or recessed entries (see below).
 - iv. Upper levels are clearly distinguishable from the lower, street level floors in their differing use of opaque and glazed materials. Opaque, solid materials dominate at the upper floors; conversely the lower floors are composed predominately of transparent glazing.
- c. Fenestration and Doors
- i. Where extant at upper floors, windows are placed symmetrically in the façade.
 - ii. Windows are typically large, narrow, double hung, with arched or articulated heads, and projecting sills.
 - iii. Doors are often paneled, with side-lights.
- d. Materials. The commercial buildings are made up of brick and stone masonry, stone veneer, painted wood trim, limited wood siding, glazed storefronts, and a wide variety of awning shapes and materials.
- i. Brick and stone: These were the original major façade materials.
 - (A) Brick masonry, typically laid in running bond, sometimes with decorative patterning at the parapet, constitutes the majority of the facades. Soldier courses at window headers are common. Brick palette consists of a range of reds and browns.
 - (B) There is limited use of stone and light-weight cultured stone, a manufactured stone veneer cast from molds of real stone, present primarily in 1950s buildings, or those buildings that were renovated in the 1950s.
 - ii. Wood cladding
 - (A) Wood buildings that characterized Bothell's early Main Street are no longer extant. (Note: Some of the original free-standing structures were moved to Bothell Landing.)
 - (B) Wood cladding is limited to areas below the storefront glazing and sheathing at some upper façade areas. (Generally, the use of the residential-scale wood sheathing or siding on the upper sections of the building facades is not historically appropriate.)
- e. Glazed storefronts with transom band
- i. Original storefront systems typically used wood, aluminum, or steel as the supporting elements, with wood or brick bulkheads below the storefront frames.
 - ii. The plate glass storefronts are undivided or may have one narrow muntin to divide a wider storefront, and generally extended nearly the full width of the façade.
 - iii. A glazed transom band runs above the width of the storefront assembly and consists of a series of divided lights. These windows provide additional light to the interior, and are sometimes operable to provide natural ventilation.

iv. Individual storefronts are divided into distinct, usually symmetrical or balanced bays.

f. Recessed entries

Main entry doors are typically recessed from the plane of the storefront. The recess accommodates the outward swing of doors, provides shelter at the entry, and lends an articulation at the pedestrian level.

g. Parapets

A parapet gives the feeling of extra building height, particularly at the primary façade. Most parapets on Bothell's Main Street are simple, either straight across or with just one or two steps in the center of the façade. More elaborate parapets are no longer extant.

h. Articulated cornice and/or flush brick patterning

i. Cornices were typically of wood or sheet metal, shaped to provide a visual "cap" to the building.

ii. Areas below the parapets and above the transom windows often include bricks laid in a pattern.

3. Building Regulations for Rehabilitation and New Construction

Amendments below to recognize that renovations may have historical significance, and to explain ordering of requirements and guidelines in following sections.

These regulations take into account the existing historic fabric and changes to the façades and buildings over time. They should be used as the basis of design for proposed changes to existing façades and in the design of new construction along Main Street. They acknowledge that buildings have individual unique characteristics and existing conditions as related to construction, ownership, maintenance, and use which need to be taken into consideration when making proposals for change, preservation, or rehabilitation. In some cases, a later renovation may have historical significance of its own, in which case either restoring the original façade or the renovated façade that has historical significance may be appropriate. For each category, requirements are listed first, followed by guidelines. Suggested façade treatments, which draw on the traditional features of the area's commercial buildings, include the following:

a. Rehabilitation

Amendment to cover canopies as well as awnings, and reordering to list requirements first, followed by guidelines. Only revisions are underlined in moved text.

i. Awnings and Canopies

(A) Awning or canopy installations shall not damage or obscure significant existing building features. ~~Removal of existing, inappropriate awnings is encouraged. (See Paragraph (4)(b) below for appropriate awnings.)~~

(B) All awnings or canopies on a single building must be of the same type, material, color, and size. (i.e., when a single building houses more than one business, the businesses must coordinate awnings.) ~~Awning installations shall not damage or obscure significant existing building features.~~

- (C) Awning or canopy design should include consideration of the overall composition of the individual building façades and in context with the adjacent buildings.
- (D) Removal of existing, inappropriate awnings or canopies is encouraged, and required when exterior renovations are done. (See Paragraph ~~(4)~~_(b) below for appropriate awnings.) ~~All awnings on a single building must be of the same type, material, color, and size. (i.e., when a single building houses more than one business, the businesses must coordinate awnings.)~~

ii. Cladding

- (A) Unpainted masonry shall remain unpainted.

Amendments to correct typo and encourage retention of as much original masonry as possible.

- (B) Where wood siding has been installed over original masonry, owners are encouraged to removed the siding and restore original masonry. Where part of original masonry has been removed and cannot be replicated, retain as much of the original masonry as possible.
- (C) Removal of existing materials that obscure original architectural features is strongly encouraged.

iii. Storefronts and Sidewalls

Amendment to list requirements first, followed by guidelines.

- (A) Transom bands ~~should~~shall be re-exposed where covered, and restored to glass, where possible.
- (B) Original bulkhead materials ~~should~~shall be retained, maintained, or uncovered where possible.
- (C) Contemporary storefront modifications that utilize traditional elements and proportions, or simplified interpretations of missing elements, may be used if the original is missing. New designs ~~should~~shall be compatible with the desirable historic features of adjacent buildings, and retain the transparent character of the façade. ~~Storefront divisions or design elements should be symmetrical and balanced. The proportions of original storefront divisions should be retained.~~
- (D) Cornice lines should be continued, and original parapets reconstructed if possible.
- (E) Storefront divisions or design elements should be symmetrical or balanced. The proportions of original storefront divisions should be retained. Contemporary storefront modifications that utilize traditional elements and proportions, or simplified interpretations of missing elements, may be used if the original is missing. New designs should be compatible with the desirable historic features of adjacent buildings, and retain the transparent character of the façade.
- (F) Sidewalls between parcels may be blank, and without fenestration or added detailing.

(G) Sidewalls, or secondary façades, when abutting a public way should not be devoid of openings or fenestration, and should include elements and divisions that are compatible with the primary façade.

iv. Doors and Windows

Amendment to change two guidelines to requirements and list requirements first, followed by guidelines.

- (A) Closing or filling in original openings ~~should~~shall be avoided; and restoration of original openings is encouraged, except where a later façade has gained significance in its own right. ~~Original placement, arrangement, and function of doors and windows should be preserved where possible.~~
- (B) Replacement elements ~~should~~shall match originals as closely as possible. ~~Closing or filling in original openings should be avoided; and restoration of original openings is encouraged.~~
- (C) Maintain recessed entries.
- (D) Original placement, arrangement, and function of doors and windows should be preserved where possible. ~~Replacement elements should match originals as closely as possible.~~

b. New Construction

Amendment to change two guidelines to requirements and list requirements first, followed by guidelines.

- i. New buildings ~~should~~shall respect the district in which they are located, and be compatible with or complement the desirable surrounding architectural character.
- ii. New construction ~~should~~shall utilize traditional character-defining features and materials, in a contemporary and/or simplified fashion.

Amendment to ensure that on the north side of the 10100 block of Main Street, the existing front setback is maintained.

- iii. Building footprints shall be rectangular and shall fill the entire streetfront at the first two levels, with the front façade located at the front edge of the property line, or at the predominant street façade line on the block. New construction on the north side of the 10100 block of Main Street shall maintain the current predominant street façade line. Recessed or notched façades are not permitted, with the exception that appropriately scaled recessed entries may be permitted.
- iv. Building heights shall be consistent with those in the District Requirements of the Downtown Subarea Plan & Regulations, and compatible with adjacent buildings. Variation in building height is encouraged.
- v. Storefront divisions shall be compatible in scale and proportion with the building's width and height, and compatible with the adjacent buildings.
- vi. Buildings wider than those traditionally constructed on the block shall include variation in wall plane, articulation and spaced structural bays to provide a scale that is compatible with the original building widths.

- vii. Primary entrances shall be oriented toward the street.
- viii. Roof forms along the portion of Main Street between 101st Avenue NE and 104th Avenue NE shall be flat, and shall not have corner accents or turrets. See Section 12.64.500 Architectural Regulations for areas outside this boundary.
- ix. See Section 12.64.504 for Roof Equipment and Screening. Equipment mounted to rooftops shall be screened from view using elements integrated into the building's architectural features, without the need for special screening elements.

4. Building Materials and Elements

Exterior façade elements are the key components that give a building its style and visual character. Elements include cladding, trim and moldings; storefront systems and windows, doors and transom; supplementary items such as signage and awnings; and color selection.

Insertion of period for consistency with other sections.

- a. Storefront Materials - High quality materials, consistent with historic materials on Main Street.
 - i. Metal or wood storefront system with plate glass; with proportions, heights, and profiles appropriate to prevailing existing storefronts.

Amendment to change guideline to requirement.

- ii. If a new storefront is required, it ~~should~~shall be designed to fit inside the original framed opening.
- iii. False divided lights or “snap in” muntins/mullions are not permitted.
- iv. Transom glazing may be clear, beveled, leaded, etched, or prism glass.
- v. Contemporary flush doors or residential-style doors are not appropriate.

Amendment to encourage restoration of original bulkheads, where possible.

- vi. New bulkheads shall be constructed of a material appropriate to the storefront and building on which it is installed. Wood panels and brick veneer were the most common original bulkhead materials on Main Street. New bulkheads should be compatible with surrounding storefronts. Where possible, original bulkheads should be restored.
- vii. Wall or window air conditioners are not permitted on the front façade of a building.

Amendment to cover canopies as well as awnings.

- b. Awnings or canopies may be installed to provide pedestrian weather protection, signage, and visual character.
 - i. Traditional shed awnings with free hanging valance or flat awnings are appropriate awning shapes. Shed awnings may have valance returns, but side panels are not permitted.
 - ii. Bubble type, quarter-round, dome, box-like shapes, shingled-canopy types, and other contemporary commercial designs are not historically appropriate and are not permitted.

- iii. Awnings shall not conceal significant architectural features and should be mounted within the building elements that frame the storefront, typically directly below or above the transom.
- iv. Installation of awnings shall not damage the structure. Clamps and fasteners used to attach awning frames should penetrate mortar joints rather than brick or other masonry surfaces. Care should be taken when attaching new backboards or rollers, not to damage transoms or other building elements.

Amendment to address valence returns for consistency with other sections.

- v. Material for shed awnings should be canvas, canvas blends, acrylic that resembles canvas, or similar. Vinyl or other shiny, high-gloss material is not appropriate. Returns shall be open, except valence returns are allowed.

Amendment to address roll-out awnings.

- vi. Roll-out awnings are appropriate, especially where they were used in the original storefronts.

Amendment to address and encourage flat canopies, designed to minimize obscuring original facades.

- vi. Flat canopies, supported by brackets or hug by cables, rods or chains, may be a period-appropriate way to provide weather protection, even on buildings that did not originally have them. The structural depth of canopies should be minimized to reduce obscuring other historical elements. Use of glass is encouraged to reduce shading of storefronts and allow upper facades to be visible from below.

c. Color

- i. Neon or ultra bright colors are not permitted.
- ii. When choosing colors, consider compatibility with original finishes as well as with neighboring buildings.

d. Transparency, Signage, Building Lighting, and Street Furnishings (See also 12.64.600 Signage Regulations)

Amendment to prohibit use of obscure glass in windows.

- i. Storefront display window glazing shall be transparent to promote visibility into businesses. Mirrored, translucent, obscure or dark-tinted glass that prohibits visibility into the building interiors is not permitted.
- ii. Business displays shall be designed to allow views into the building interiors, and to avoid a sense of clutter and disorder.
- iii. Signage shall be compatible and in balance with the architectural style and visual character of the building on which is it located.
- iv. Consideration of projecting blade signage or flush-mounted signage that is integrated with the overall building façade composition is strongly encouraged. Use of historic sign bands and locations are also strongly encouraged.

- v. Street furnishings and building lighting shall be simple, should not convey a false sense of history, and should be limited to a maximum of two designs.
- vi. Business signage is permitted on the front valance of an awning but not on valance returns.
- vii. Internal illumination of awnings to backlight awning signage shall not be permitted.

5. Parking and Curb Cuts

- a. No new driveway curb cuts shall be permitted on Main Street between Bothell Way NE and Kaysner Way, except as provided for in Section 12.64.403.B.1.c.
- b. Whenever possible, existing driveway curb cuts within this segment of Main Street should be removed.

6. Demolition

Amended phrasing to add emphasis to protection of designated properties and those eligible for the register. Note that designated properties are also protected through the provisions of BMC 22.28.060.

Demolition of historic inventory buildings, especially designated properties and those eligible for the register, ~~or historic inventory buildings~~ is strongly discouraged. (For demolition review process, see BMC 22.28.060.)

C. RESOURCES AND REFERENCES

1. Washington State Department of Archaeology and Historic Preservation (DAHP)

- a. The State website provides information, documents, maps, photographs and tools regarding historic sites, local government programs, regulations, tax incentives and other useful data.
- b. <http://www.dahp.wa.gov/>

2. National Parks Service

- a. The Secretary of the Interior's Standards for the Treatment of Historic Properties, and associated guidelines, provide guidance for the treatment of historic resources.
http://www.nps.gov/history/hps/tps/standguide/overview/using_standguide.htm
- b. Preservation Briefs are a series of publications to assist property owners, preservation professionals, and others in preserving, rehabilitating, and restoring historic buildings. They are available online.
 - i. <http://www.nps.gov/history/hps/tps/briefs/presbhom.htm>
 - ii. Select, relevant individual briefs are listed below:
 - 01: Assessing Cleaning and Water-Repellent Treatments for Historic Masonry Buildings
 - 02: Repointing Mortar Joints in Historic Masonry Buildings
 - 03: Conserving Energy in Historic Buildings
 - 06: Dangers of Abrasive Cleaning to Historic Buildings

- 09: The Repair of Historic Wooden Windows
- 10: Exterior Paint Problems on Historic Woodwork
- 11: Rehabilitating Historic Storefronts
- 14: New Exterior Additions to Historic Buildings: Preservation Concerns
- 15: Preservation of Historic Concrete: Problems and General Approaches
- 16: The Use of Substitute Materials on Historic Building Exteriors
- 17: Architectural Character - Identifying the Visual Aspects of Historic Buildings as an Aid to Preserving Their Character
- 18: Rehabilitating Interiors in Historic Buildings - Identifying Character-Defining Elements
- 24: Heating, Ventilating, and Cooling Historic Buildings: Problems and Recommended Approaches
- 32: Making Historic Properties Accessible
- 33: The Preservation and Repair of Historic Stained and Leaded Glass
- 37: Appropriate Methods of Reducing Lead-Paint Hazards in Historic Housing
- 38: Removing Graffiti from Historic Masonry
- 39: Holding the Line: Controlling Unwanted Moisture in Historic Buildings
- 41: The Seismic Retrofit of Historic Buildings: Keeping Preservation in the Forefront
- 42: The Maintenance, Repair and Replacement of Historic Cast Stone
- 44: The Use of Awnings on Historic Buildings: Repair, Replacement and New Design

Study Session:
**2020 Parks, Recreation and Open
Space (PROS) Update**

MEMORANDUM

Community Development



City of Bothell

DATE: December 18, 2019

TO: Planning Commission

FROM: Tracey Perkosky, Parks Planning & Grants Program Manager, Parks & Recreation Department

SUBJECT: 2020 Parks, Recreation and Open Space (PROS) Plan Update

Objective

To provide an overview of the Parks, Recreation and Open Space (PROS) Plan update to date.

Requested Action

There is no action requested on this item during the Study Session. This is an update only.

Summary

The City must update its Park, Recreation and Open Space Plan every six years to be in compliance with the Washington Recreation and Conservation Office (RCO) for grant eligibility and this document serves as the 6-10 year plan for the Department. It is also the basis for an update to the *Imagine Bothell...* Comprehensive Plan Parks and Recreation Element. While many previous plans were very ambitious, the City is striving to create a realistic plan of what can be achieved given staff and financial considerations through 2026.

To update the plan, Parks and Recreation staff undertook an extensive community engagement effort in 2019 to “meet the community where they are”. The consultant team assisted with a community survey and park inventory assessment to help set the base line for the plan update. The summary of the community survey plus two supplemental surveys on teens and a permanent dog park are included in this report.

The forthcoming 2020 PROS Plan builds on the city’s comprehensive plan and previous planning efforts and the proposed goals meet the Growth Management Act (GMA) requirements.

The final PROS Plan will be presented to the City Council in early 2020 for final review and adoption. After the required submittal to RCO, Parks and Recreation staff will be working with Community Development staff and the Planning Commission to update the Parks and Recreation Element of the *Imagine Bothell...* Comprehensive Plan.

Policy Considerations

There are no policy considerations for the Planning Commission to consider at this time. This is an introduction to the 2020 PROS Plan process only.

Background

The citywide 2020 Parks, Recreation & Open Space (PROS) Plan is an update to the 2014 Parks, Recreation & Open Space Action Program (PROSAP). It will build on the recreation planning foundation provided in that plan, and will incorporate the diverse feedback from an extensive community engagement program conducted for the update. The 2020 PROS Plan will create a fiscally responsible vision for an innovative, inclusive and interconnected system of parks, trails and open spaces that promotes recreation, health and environmental conservation as integral elements of a thriving, livable Bothell. The Plan will also provide a blueprint for the growth, enhancement and management of Bothell's park and recreation system.

It is intended that the 2020 PROS Plan will be a document that will guide City elected and appointed officials, management and staff when making decisions or taking actions regarding planning, acquiring, developing or implementing parks, open space or recreational facilities and programs. The PROS Plan is part of the City's broader Comprehensive Plan and is consistent with the guidelines established by the Growth Management Act (GMA). Following Council adoption of the Plan in early 2020, staff will be working to convert the Plan in to an update of the Parks & Recreation Element for the *Imagine Bothell...* Comprehensive Plan.

The PROS Plan must be updated every six years for Bothell to retain eligibility for state grants through the Washington State Recreation and Conservation Office (RCO), which administers a variety of outdoor recreation and conservation grant programs. Bothell's current document expires in March of 2020 with RCO.

The 2020 PROS Plan will consider the park and recreation needs of residents citywide and will propose a path forward for enabling and enhancing high quality, community-driven parks, trails, open spaces and recreational opportunities while being mindful of fiscal challenges. It will provide updated inventories, demographic conditions, needs analysis, management considerations and capital project phasing. It will update the

City's policies, practices and projects and sets a long-range vision for the City with clear action items and strategies for implementation for the next 6-10 years.

Discussion

Process Background

The 2020 PROS Plan process began in March 2019 with a staff briefing to Council, following consultant selection. There were Council Study Sessions in July and November and several discussions with the Parks and Recreation Board. As a plan "update", this PROS is building on the *Imagine Bothell...Comprehensive Plan* and the previous park plan or PROSAP.

Bothell's demographics have changed since the last plan update in 2014. Therefore, a key component of this plan was an extensive community engagement effort to "meet people where they are". The consultant team worked on the community survey, stakeholder interviews, park inventory and needs assessments while staff worked on the community outreach via pop-up and other events, teen and dog park surveys, and general community engagement activities. Staff hosted 18 events – the usual is 2 or 3 – to listen to the community and encourage survey responses. In addition to the primary community survey and there were two more target surveys on a permanent dog park and teen feedback.

The project solicited direct feedback on goals and values from the City Council and the Parks and Recreation Board. The consultant team, in coordination with staff, has revised the maps, determined updated park walksheds, and written the draft plan. Council has provided feedback on the proposed capital planning projects.

After additional consultation with the Parks and Recreation Board, the plan will be finalized and then presented to the City Council for adoption. It will then be sent to RCO. In early 2020 Parks and Recreation staff will work with Community Development staff and the Planning Commission to update the Parks and Recreation Element of the *Imagine Bothell... Comprehensive Plan*.

Survey Results

The result of the community engagement effort was a community survey with 1,241 responses from both a mail-in and online survey, over 1,400 responses to the dog park online survey and a teen-focused survey which had 159 responses. This is a good representation of the community's feedback.

For the primary community survey, a paper copy was mailed to about 2,500 residential addresses and then the online survey was open to anyone. 381 surveys were received

from the mail in group, which is a 15% response rate. The paper copy serves as a “test” of the online results to help determine the source of any inconsistencies in the data. The responses were kept separate and the results were similar.

Over 97% of the respondents feel that parks and recreation are essential or important to the community. The majority of park users go for trails (73.3%) and relaxation (54.3%) with fitness, playgrounds and wildlife viewing rounding out the top 5 reasons for using a Bothell park. When asked about which amenities have more than enough, about the right number and not enough “walking/biking trails” topped out the list with just under half (48%) of the respondents indicating that Bothell does not have enough walking and Biking trails. Developing new parks amenities was the highest single priority (27%) with expanding the trail network and acquiring land for future parks highlighting the top 3. There was high support (70% or better) for lower cost park improvements such as trails, all-inclusive play equipment, off-leash dog opportunities, community gardens and picnic shelters/gathering spaces. For high cost amenities strong support for river access and splash pads, with less support for skateboard/bmx park, artificial turf fields and a cricket field. Slight majorities support increasing taxes to provide a community center (56%) and splash pad (52%).

For classes and programs, there was great interest in adult enrichment classes (67%) and volunteer opportunities (69%). The survey results said that needs are not met for youth and teen programs as well as adult sports. However, the respondents also indicated that they did not know what recreation opportunities are available, so there could be some correlation or it could be that the City’s offerings are not aligning with community needs. The majority of survey respondents did not have children in their homes with 56% of the households having zero children under 18. Households with 1 child represented 16% of the responses, 23% had 2 or more children and 5% had 3 or more. The largest age group to respond was 25% from 35 to 44; 4% of the respondents were younger than 20 and the remaining divided fairly evenly between 20 to 34, 45 to 54, 55 to 64 and 65+.

The dog survey and the high usage of the “pop-up” dog park shows a need for one or more places for off-leash parks for dogs in the City. Almost 97% of the respondents said that an off leash dog park was definitely or probably needed, with 90.75% responding “definitely need”. 83.82% of the respondents are Bothell residents. While most people had no concerns regarding a permanent dog park, the largest concerns were excess dog waste (11.10%), animal vaccinations/illness/diseases (10.71%), and safety (7.85%). The most important dog park amenities were drinking water for dogs, shade for dogs and humans, double gate entry and a space for smaller/shy dogs. Five potential locations were listed for a permanent site – Park at Bothell Landing, East Norway Hill

Park, Blyth Park, Cedar Grove Park, and William Penn Park – and all ranked about equal for location with a slight majority preferring the Park at Bothell Landing as their top choice.

A final short survey was focused toward the needs and insights of Bothell's teens. A five-question survey was circulated through Inglemoor and Bothell High Schools and was available online. The survey was conducted between mid-October and early November, and 159 responses were collected. The most popular activities for teens include hanging out with friends (79%), watching movies (60%), sports (55%), going to the beach (47%) and hiking (47%). The top amenities teens would like to see in Bothell are a hang out space similar to the Hangar in Kenmore (84%) and walking trails (63%). The top event types that teens would attend include movies in the park (79%), food truck nights (71%), teen concerts (70%) and festivals and special events for teens (62%).

Financial Responsibility and Stability

For the past several years, one of the City Council's goals is Fiscal Responsibility and Sustainability. Previous iterations of the Parks, Recreation and Open Space Plans, often featured potential projects or project ideas that had very high projected costs and were often not achievable. This left residents confused on why projects or programs did not move forward.

This Plan will be structured with Council's goal in mind and a recognition of budget challenges to come. This includes a determination of potential project's ability to leverage other funding sources, consideration of future maintenance and operations and potential development costs of land.

The City is forecasting operating and capital shortfalls in the coming years and faces fiscal impacts yet unknown from the passage of I-976, Limits on Motor Vehicle Taxes and Fees Measure (2019). These factors will place additional constraints on maintenance, and potential expansion or acquisition of parks and recreation programming.

Goals and Objectives

The previous PROSAP plan had over 70 goals, policies, and actions. This large number is very difficult to achieve in a six-year planning period. As a result, the 2020 PROS Plan will use a goals and objectives classification which meets the GMA requirements.

The GMA adopted by the Washington State Legislature in 1990 provided a foundation for land use planning in selected cities and counties throughout the state, including King and Snohomish Counties and the City of Bothell. It identified 14 planning goals to guide the development of comprehensive plans and development regulations (codified in Chapter 36.70A of the Revised Code of Washington). Four of these goals directly affect the development and implementation of PROS Plan:

- “Encourage the retention of open space and development of recreational opportunities, conserve fish and wildlife habitat, increase access to natural resource lands and water, and develop parks.” RCW 36.70A.020(9);
- “Protect the environment and enhance the state’s high quality of life, including air and water quality, and the availability of water.” RCW 36.70A.020(10);
- “Identify and encourage the preservation of lands, sites, and structures that have historical or archaeological significance.” RCW 36.70A.020(13); and
- “Carry-out the goals of the Shoreline Management Act with regards to shorelines and critical areas.” RCW 36.70A.020(14).

Staff is building on what previous planning efforts started. The revised goals build on the *Imagine Bothell...* Comprehensive Plan, the previous parks and recreation system plan and county-wide planning policies. All of these documents provided a framework for the goals which will be included in the 2020 PROS Plan.

The draft goals include:

- Provide an inclusive, diversified system of parks, trails and open spaces that deliver a variety of active and passive recreational opportunities that maintains the high quality of life for residents and reflect the community’s changing needs.
- Develop a network of shared-use trails and bicycle/pedestrian corridors to enable connectivity between parks, neighborhoods, commercial areas and other destinations.
- Facilitate and promote a range of recreational and special event opportunities for the community.
- Maintain and operate a modern, efficient park system that provides a high level of user comfort, safety and aesthetic quality, and protects capital investments.
- Pursue and maintain effective partnerships and provide volunteer opportunities to support the parks and recreation system.
- Provide leadership and fiscal responsibility in the management of the park, recreation and open space system.

Capital Planning

Based on community feedback, a needs assessment performed by the consultant team, a Council-directed focus on safety and maintenance and a recognition of current fiscal

constraint, several potential projects have been identified. The draft plan proposes \$5.8 million projects of which 54% are for repair and renovation of existing facilities and 45% for new development which are ideally completed in the next 6 years. These projects, once included in the adopted PROS Plan, would then have to be vetted through the operating budget or Capital Facilities Plan budget processes.

To ensure connectivity and momentum based on funding, including grant applications which often require applications a year or two before project commencement, additional projects are proposed for years 2026 through 2030 and then a short list of other projects that could be completed at any time but would require a significant infusion of funding such as from voter approved bonds.

Recommended Motion

There is no action for this item; it is an information update only.

Next Steps

Final PROS Plan is scheduled for City Council adoption in early 2020. Staff will then work with Community Development and the Planning Commission to adopt an updated Parks & Recreation Element to the *Imagine Bothell...* Comprehensive Plan.