



**PLANNING COMMISSION MEETING
AGENDA**

**December 9, 2025
6:30 PM
Civic Center**

The Granite Falls Planning Commission will hold its meeting in person. Comments in this meeting are encouraged and may be emailed to the city clerk in advance of the meeting or given in person.

- 1. CALL TO ORDER (VIA IN-PERSON & ONLINE VIA ZOOM)**
- 2. FLAG SALUTE**
- 3. ROLL CALL**
- 4. APPROVAL OF MINUTES**
 - 4.A. Approval of the October 14, 2025 Special Meeting Minutes**
- 5. NEW BUSINESS**
 - 5.A. Title 19 DRAFT code amendments.**
 - 5.B. Planned Residential Development Discussion**
- 6. CURRENT BUSINESS**
- 7. CORRESPONDENCE**
- 8. ADJOURNMENT**

The City of Granite Falls strives to provide access and services to all members of the public.



CITY OF
GRANITE FALLS

PLANNING COMMISSION AGENDA BILL

Subject: 4.A.

Originating Dept.: Planning Department

Action Recommended:

Approval(s):

Meeting Date: December 9, 2025

Date Submitted:

Exhibit(s):

1. 10-14-2025 Minutes

Budgeted Amount:

BARS Code:

Summary Statement:

Review of October 14, 2025 Planning Commission Special Meeting Minutes

Background:

Recommended Motion:



**PLANNING COMMISSION
SPECIAL MEETING MINUTES**

**October 14, 2025
6:00 PM
Civic Center**

Planning Commission Commissioner Frederick Cruger, Commissioner Jude Anderson,
Commissioner Loren Tongard

Members Absent: Commissioner Scott Morrison, Commissioner Laura Houk

City Staff City Clerk Darla Wilkins

Consultants Brent Kirk, Deputy City Manager, Amy Hess - City Planning
Director, Carole Williams - Deputy City Clerk, Patrick Kelly,
AHBL, Inc. - Planning Consultant

1. CALL TO ORDER

Chair Frederick Cruger called to order the Special Planning Commission Meeting of October 14, 2025.

2. FLAG SALUTE

Chair Frederick Cruger led the Planning Commission, Staff and Audience in the Pledge of Allegiance to the flag.

3. ROLL CALL

Chair Frederick Cruger verbally called out the Planning Commission names.

City Clerk Darla Wilkins took note of the meeting attendance.

4. APPROVAL OF MINUTES

4.a Approval of September 9, 2025 Minutes

Moved to approve the minutes of September 9, 2025.

Moved By: Commissioner Jude Anderson

Seconded By: Commissioner Loren Tongard

Result: Carried

5. PUBLIC COMMENTS/RECOGNITION OF VISITORS-NON ACTION ITEMS

Deputy City Manager Brent Kirk introduced Amy Hess, the new City Planning Director.

6. NEW BUSINESS

6.a Public Hearing - 6:00 p.m., or soon thereafter

Motion to open the public hearing.

Moved By: Commissioner Loren Tonsgard

Seconded By: Commissioner Jude Anderson

Result: Carried

Eric Jensen, EJ Municipal Land Use Planning

Mr. Jensen represented the City of Granite Falls as its Consultant on behalf of Miller Properties Comprehensive Plan Amendment and Zoning Map Amendment, Project # CPA/ZMA 2024-001, Granite Falls Municipal Code Chapters 19.04C and 19.05.300.

He reviewed his prepared staff report, including the Actions to Consider, Findings and Conclusions, Recommended Action and Attachments. Further, a PowerPoint presentation was also presented where the following slides were discussed in detail:

Amendment Proposal - Includes 5 Areas of action to support the staff report and the result of amendment to the Comprehensive Plan content and language if approved.

- (1) Conversion of Land for Industrial Purposes
 - Goes over the applicant proposes and how they plan to convert and reconfigure land into both industrial and light industrial zoning
- (2) Conversion of Residential Density
 - Goes over how the applicant proposes to redesignate and rezone land into moderate density zoning (R-7,200)
- (3) Reflect such new land use designations on the Official Zoning Map
- (4) Reflect such new land use designations on the Future Land Use Map
- (5) Allow Planned Residential Development in the R-7,200 Zone
 - Goes over how the applicant would like to utilize the PRD code within the R-7,200 zone
- Comprehensive Plan Consistency

- Goes over how the applicant has shown the proposal is consistent with the goals and policies found in the Granite Falls 2024 Comprehensive Plan Periodic Update and the revision to the Plan language as a result of approving the proposal.

David Toyer, Toyer Strategic Advisors

Mr. Toyer, the applicant's representative, provided comment.

Mitch Greenlee, President of HOA next door (as stated)

Mr. Greenlee provided comment.

Motion to close the public hearing.

Moved By: Commissioner Loren Tonsgard

Seconded By: Commissioner Jude Anderson

Result: Carried

Motion to pass along to the City Council.

Moved By: Commissioner Loren Tonsgard

Seconded By: Commissioner Jude Anderson

Result: Carried

6.b Community Development Memo Re: Agenda Items

Patrick Kelly and Wayne Carlson, AHBL Inc.

Mr. Kelly discussed and updated the Planning Commission on the following PowerPoint slides:

- Code update recap from the September 9, 2025 Meeting
- Today's Presentation Outline
- Schedule
- HB 1998-Co-Living Housing
- Street designs specifications for plats
- Traditional Street Grids for New Plats
- Emergency Comprehensive Plan Amendments
- RV Storage Standards
- Home Occupations in CBD
- Rear loading for parking in MR zone
- Relief from minimum density requirements in the MR zone
- Park impact fee exemptions / reductions
- Legal lot status

- Exclusion of Alders from significant tree classification
- Questions and Discussion

Planning Commission comments -

- Look into the wording for "must be paved" on the RV Parking

7. CURRENT BUSINESS

None.

8. REPORTS

8.a City Clerk Staff Report

None.

9. CORRESPONDENCE

None.

10. ADJOURN

With no further business to come before the Planning Commission, the meeting was adjourned at 7:18 p.m.



PLANNING COMMISSION AGENDA BILL

Subject: 5.A.

Originating Dept.: Planning Department

Action Recommended: No action requested. This is a discussion item where direction is requested.

Approval(s):

Meeting Date: December 9, 2025

Date Submitted:

Exhibit(s):

1. PC Title 19 Amendment Memo
2. 19.04C.075 Site Plan Review Update
3. 19.05 Article I Subdivisions Update
4. 19.05.200 Article III BLA Update
5. 19.06.020 Landscape Code Update

Budgeted Amount:

BARS Code:

Summary Statement:

Title 19 draft code amendments. Amendments include landscape code updates, Subdivision, Site Plan, and Boundary Line Adjustment code updates. In anticipation of the sewer moratorium being lifted, staff wants to ensure that new development occurs in a thoughtful, organized manner. Staff will be undertaking a number of code updates and revisions to ensure consistency with the community image and Comprehensive Plan, predictable development outcomes, as well as compliance with state law.

Background:

Recommended Motion:



MEMORANDUM

To: Planning Commission

From: Amy Hess, Planning Director

Date: December 9, 2025

Subject: Title 19 Updates

Attached: Exhibit 2 – 19.04C.075 *Site Plan Review* Update
Exhibit 3 – 19.05 *Article I Subdivisions* Update
Exhibit 4 – 19.05.200 – *Article III BLA* Update
Exhibit 5 – 19.06.050 – *Landscaping and Screening* Update

Introduction

As we anticipate increased development activity in the coming years, it is essential to ensure that our municipal code provides clear, predictable, and consistent guidance for applicants, staff, and the community. The proposed code amendments are intended to streamline development review processes while reinforcing the city’s long-term vision for growth, character, and livability. By updating standards and clarifying procedures, these amendments aim to reduce uncertainty, support high-quality development, and align new projects with the community’s values and planning objectives. The planning commission’s review and recommendations will help ensure that these updates reflect both regulatory clarity and Granite Falls’ shared vision for its future.

Summary

1. *Site Plan Review*

- Clarify site plan application requirements
- Establish Open Space requirements for Multifamily developments (none required currently)

2. *Subdivisions*

- Clarify subdivision application requirements
- Identify specific criteria needed for approval
- Provide clarification on processes.

- Identify specific content of maps
- Establish defined acknowledgement, dedication, restriction, and approval language
- Identify minor vs major revisions and associated processes

3. *Boundary Line Adjustment (BLA)*

- Clarify application requirements
- Add additional criteria
- Identify specific content of maps
- Establish defined acknowledgement, dedication, restriction, and approval language

4. *Landscaping and Screening*

- Establish clear purpose
- Identify specific plan requirements
- Standardize types and descriptions of screens and buffer types, including specific buffer type for properties adjacent to Hwy 92
- Clearly identify required maintenance expectations

Next Steps

Planning Staff will present full set of DRAFT Amendments at upcoming Planning Commission Workshops in January and request that the Planning Commission set a public hearing date for the proposed amendments in February.

19.04C.075 Site plan review.

(A) The intent of this section is to establish procedures for reviewing site plans submitted as part of permit applications. All proposals for new multifamily residential, mixed use, commercial, or industrial development shall be subject to site plan application and review. Binding site plans are reviewed under GFMC [19.05.100](#). The purpose of the site plan review process is to determine compliance with the city's applicable development regulations and comprehensive plan provisions and to ensure the following have been achieved:

- (1) To coordinate the proposal, as is reasonable and appropriate, with other known or anticipated development on private properties in the area and with known or anticipated right-of-way and other public projects within the area;
- (2) To encourage proposals that embody good design principles that will result in high quality development on the subject property;
- (3) To determine whether the streets and utilities in the area of the subject property are adequate to serve the anticipated demand from the proposal; and
- (4) To review the proposed access to the subject property to determine that it is the optimal location and configuration for access.

(B) Scope. The review and approval of site plans shall be made as a part of the application approval process unless otherwise provided in this chapter. Site plan review and approval are required for all multiple-family, commercial, industrial, utility, shoreline development, public-initiated land use proposals, the expansion and exterior remodeling of structures, parking, and landscaping, and as otherwise specified in this title.

(C) Procedures. A site plan shall be submitted as part of all permit and project approval applications with the information required in subsection (D) of this section. Additional information may be required to conduct an adequate review. Each site plan application shall be reviewed as a Type II review pursuant to Chapter [19.04B](#) GFMC.

(D) Site Plan Application. The application shall meet the submittal requirements established by GFMC [19.04A.220](#)(E) and [the site plan](#) shall include the following:

- [\(a\) The name or title of the proposed project;](#)
- [\(b\) The date, north arrow and appropriate engineering scale as approved by the community development department \(e.g., one inch equals 20 feet; one inch equals 30 feet; one inch equals 40 feet; etc\);](#)
- [\(c\) Name, address, and phone number of the owner and plan preparer\(s\);](#)

- (d) Vicinity sketch (drawn to approximately one inch equals 2,000 feet scale) showing sufficient area and detail to clearly locate the project in relation to arterial streets, natural features, landmarks and municipal boundaries;
- (e) Boundary lines of tracts, lot lines, lot numbers, block numbers, Adjacent properties, zoning and existing uses;
- (f) Location and name of existing and proposed streets and right-of-way;
- (g) The building envelope of all structures and the location of all on-site recreation open space areas, buffers, points of egress, ingress, and internal circulation, pedestrian facilities and parking;
- (h) Calculations showing acreage of the site, number of dwelling units proposed, zoning, site density, and on-site recreation open space acreage;
- (i) Amounts of cut and fill;
- (j) Drainage channels, watercourses, marshes, lakes and ponds;
- (k) All significant wooded areas as characterized by evergreen trees eight inches in diameter or greater and/or deciduous trees 12 inches in diameter or greater, measured four and one-half feet above grade;
- (l) Any regulated sensitive area such as wetlands, steep slopes or wildlife habitat;
- (m) Existing structures and setbacks;
- (n) All easements and uses;
- (o) Existing and proposed utilities services (all utilities to be underground);
- (p) Fire hydrant locations and distances;
- (q) Five-foot contour lines;
- (r) Preliminary street profile together with a preliminary grading and storm drainage plan;
- (s) A typical cross-section of the proposed street improvements, proposed ground and building elevations, and the height of existing and proposed structures.

~~(1) The building envelope of all structures and the location of all on-site recreation open space areas, buffers, points of egress, ingress, and internal circulation, pedestrian facilities and parking;~~

~~(2) Existing and proposed topography at contour intervals of five or less feet;~~

~~(3) Name, address, and phone number of the owner and plan preparer(s);~~

~~(4) Adjacent properties, zoning and existing uses;~~

~~(5) Location of existing and proposed utilities (e.g., water, sewer, electricity, gas, septic tanks and drain fields) (all utilities to be shown underground);~~

~~(6) Location of nearest fire hydrant, if the subject property is served or will be served by a water purveyor;~~

~~(7) Calculations showing acreage of the site, number of dwelling units proposed, zoning, site density, and on-site recreation open space acreage;~~

~~(8) Scale and north arrow;~~

~~(9) Vicinity sketch (drawn to approximately one inch equals 2,000 feet scale) showing sufficient area and detail to clearly locate the project in relation to arterial streets, natural features, landmarks and municipal boundaries;~~

~~(10) Location of public and private rights-of-way;~~

~~(11) All critical areas, including size, location, type, proposed buffers and setbacks (if critical areas exist and a critical areas study is required);~~

~~(12) Natural and manmade drainage courses (e.g., ditches, streams, etc.) and probable alterations which will be necessary to handle the expected drainage from the proposal;~~

~~(13) Source, composition and approximate volume of fill materials;~~

~~(14) Composition and approximate volume of any extracted materials and proposed disposal areas; and~~

~~(15) Typical cross-section sheet showing existing ground and building elevations, proposed ground and building elevations, and the height of existing and proposed structures.~~

(E) Application Approval.

(1) The approval authority shall approve, approve with conditions, or disapprove the application. The approval authority may grant final approval subject to any conditions it feels necessary to protect and promote the health, safety and general welfare of the community.

(2) Such conditions may include, but are not limited to, the following: the requirement of easements, covenants, and dedications; fees-in-lieu-of; the installation, maintenance and bonding of improvements such as streets, landscaping, sewer, water, storm drainage, underground wiring, sidewalks, trails; and the recording requirements of the Snohomish County auditor.

(3) Site plan approval shall expire as set forth in GFMC [19.04A.250](#).

(F) Site Plan Review Criteria – Consistency. Site plans shall be consistent with the applicable regulations and comprehensive plan provisions, and the requirements of this section.

1. Open Space. All multifamily developments shall provide a minimum of 25% of the buildings gross floor area as open space. Of the required open space, at least 50% shall be common open space available to all residents; no more than 20% may be provided as private open space (e.g., patios, decks, balconies); and no more than 30% may consist of critical areas or critical area buffers.

All required common and private open space shall meet the following standards:

a. Common Open Space:

- i. Must include areas with minimum dimensions of 25 ft by 25 ft, be centrally located, and be easily accessible to residents.
- ii. Shall contain at least two (2) amenities such as playgrounds, commercial-grade benches or picnic tables, sport courts, or trail segments.
- iii. At least 70% of common open space must be of a grade suitable for recreation.
- iv. Underground stormwater facilities may count only when designed as dual use facilities that are accessible and usable as open recreation areas.

b. Private Open Space:

- i. Must be directly accessible from the associated dwelling unit(s).
- ii. Minimum sizes: 60 sq ft for balconies (6-ft minimum dimension) and 120 sq ft for patios/yards (10-ft minimum dimension).
- iii. May not overlap with required landscaping, parking, or drive aisles.

c. Pedestrian Circulation:

- i. Developments shall provide a connected on-site pathway system linking all primary building entrances, common open spaces, parking areas, and adjacent public sidewalks or trails.

Commented [AH1]: Alternatively, we could tie it to the size of the project site.

- ii. Pathways must be at least 5 ft wide, meet Americans with Disabilities Act (ADA) standards, and be constructed of an all-weather surface (gravel is not considered an all-weather surface).

d. Design and Landscaping:

- i. Open space shall be landscaped with native or drought-tolerant plant species suitable for Western Washington.
- ii. Lighting shall be pedestrian-scaled and dark-sky compliant.
- iii. Open spaces must incorporate CPTED principles to ensure visibility and resident safety.

e. Maintenance:

- i. Before final approval is granted, the applicant shall submit to the city, for its approval, covenants, deed restrictions, homeowners' association bylaws, and/or other documents providing for preservation and maintenance of all common open space, parking areas, walkways, landscaping, signs, lights, roads and community facilities at the cost of the property owners.
- ii. All common areas and facilities shall be continuously maintained at a minimum standard at least equal to that required by the city, and shall be approved by the city at the time of initial occupancy.

(G) Limitations on Site Plan Review. Site plans shall be reviewed to identify specific project design and conditions relating to the character of development, such as the details of curb cuts, drainage swales, the payment of impact fees, or other measures to mitigate a proposal's probable adverse environmental impacts. [Ord. 1020 § 1 (Att. A), 2022.]

Article I. Subdivisions

19.05.005 Introduction and purpose.

Unless exempted by Chapter [58.17](#) RCW, all subdivision activity is subject to the requirements of this title. No person may subdivide land except in accordance with all of the provisions of this chapter. Short plats consist of subdivisions which result in nine or fewer lots. Subdivisions of 10 or more lots may also be referred to as formal or long plats/subdivisions.

The intent of this chapter and title is to provide criteria, regulations and standards to govern the subdividing of land within the city, ~~and to:~~

~~(A) Promote the public health, safety and general welfare in accordance with standards established by the state and the city;~~

~~(B) Promote effective use of land by preventing the overcrowding or scattered development which would injure health, safety or the general welfare due to the lack of water supplies, sanitary sewer, drainage, transportation or other public services, or excessive expenditure of public funds for such services;~~

~~(C) Avoid congestion and promote safe and convenient travel by the public on streets and highways through the coordination of streets within a subdivision with existing and planned streets;~~

~~(D) Provide for adequate light and air;~~

~~(E) Provide for water, sewage, drainage, parks, and recreational areas, sites for schools and school grounds, and other public requirements;~~

~~(F) Provide for proper ingress and egress;~~

~~(G) Provide for the housing and commercial needs of the community;~~

~~(H) Require placement of permanent uniform land division survey monuments and conveyance of accurate legal descriptions;~~

~~(I) Protect environmentally sensitive areas; and~~

~~(J) Protect and preserve the community urban forest for its aesthetic, environmental and health benefits. [Ord. 1020 § 1 (Att. A), 2022.]~~

19.05.010 Subdivisions.

~~Every division or redivision of land into lots, tracts, parcels, sites or divisions for the purpose of sale, lease or transfer of ownership shall proceed in compliance with the~~

~~provisions of state law and this title, unless exempted by Chapter 58.17 RCW. All contiguous parcels of land, regardless of date of acquisition or location in different lots, tracts, parcels, tax lots or separate government lots, that are to be subdivided or short subdivided shall constitute a single subdivision or short subdivision action. Multiple applications and/or exemptions shall not be utilized as a substitute for comprehensive subdividing or short subdividing in accordance with the requirements of this title. Short plats consist of subdivisions which result in nine or fewer lots. Subdivisions of 10 or more lots may also be referred to as formal or long plats/subdivisions.~~ [Ord. 1020 § 1 (Att. A), 2022.]

Commented [AH1]: Repeated from prior section

19.05.015 Review of subdivisions.

No person may subdivide ~~his~~ ~~their~~ land except in accordance with the provisions of this title. Long and short subdivisions are subject to a three-step approval process. The first step is approval of the preliminary plat, the second is approval and construction of the infrastructure necessary to serve the plat, and the third step is for approval of the final plat. Each step requires a separate application and fee as set by council resolution.

~~Upon determination by the Community Development Department that the application satisfies all requirements of this title and is deemed complete pursuant to GFMC 19.04A, the department shall circulate the preliminary subdivision application to appropriate City departments and affected agencies for review and comment. When the proposed subdivision is located adjacent to state highway right-of-way, the application shall also be routed to the Washington State Department of Transportation.~~

~~Each department or agency shall evaluate the preliminary subdivision and provide the Community Development Department with written comments regarding the proposal's potential impacts within its area of responsibility, including effects on public health, safety, and general welfare. Submitted reports shall include recommendations concerning necessary public improvements and a recommendation regarding approval or denial of the preliminary subdivision.~~

~~The community development department shall prepare an administrative decision for Type II applications, or a written recommendation for the hearing examiner for approval or disapproval for Type III applications, which shall be entitled "staff report," and which shall include the reports and recommendations of the city departments and of other consulted government agencies. This report shall be prepared at least seven calendar days prior to the public hearing.~~

[Ord. 1020 § 1 (Att. A), 2022.]

19.05.020 Limitations on resubdividing short plats.

(A) Land included within an approved short subdivision shall not be further divided for a period of five years from the date of final short subdivision approval if the total number of lots created between the original and second short plat exceeds nine. If the number of lots exceeds nine, resubdivision requires submittal of a formal plat processed in accordance with all requirements of this title.

(B) Where no public dedications have been made and no lots within an approved short subdivision have been sold, nothing in this section shall prevent the subdivider from withdrawing the entire short subdivision and submitting a new application thereafter. Short plats can be resubdivided with a subsequent short plat within five years if the total number of lots created between the original and second short plat does not exceed nine. If the number of lots exceeds nine, resubdivision requires a long plat. [Ord. 1020 § 1 (Att. A), 2022.]

19.05.025 Application and Criteria for preliminary plat subdivision approval.

(A) A preliminary plat shall follow the procedures for a Type II review for a short plat and Type III review for plats pursuant to Chapter [19.04B](#) GFMC.

(B) Application

(1) Fees. The applicant shall pay the required fees as set forth in the city's fee schedule or other applicable resolutions or ordinances when submitting the subdivision application.

(2) Application Documents. An applicant for a subdivision shall submit an application, form, legal description of the property, a vicinity map, declaration of ownership, a listing of the names and addresses of the adjacent property owners, an environmental checklist, if required and a proposed plat map.

(3) Preliminary Plat Map. The proposed preliminary plat map submitted shall contain the following information:

- (a) The name or title of the proposed subdivision;
- (b) The date, north arrow and appropriate engineering scale as approved by the community development department (e.g., one inch equals 20 feet; one inch equals 30 feet; one inch equals 40 feet; etc);
- (c) Boundary lines of tracts, lot lines, lot numbers, block numbers;
- (d) Location and name of existing and proposed streets and right-of-way;
- (e) Drainage channels, watercourses, marshes, lakes and ponds;

- (f) All significant wooded areas as characterized by evergreen trees eight inches in diameter or greater and/or deciduous trees 12 inches in diameter or greater, measured four and one-half feet above grade;
- (g) Existing structures and setbacks;
- (h) The location of existing driveways;
- (i) All easements and uses;
- (j) Existing and proposed utilities services;
- (k) Fire hydrant locations and distances;
- (l) Five-foot contour lines;
- (m) Preliminary street profile together with a preliminary grading and storm drainage plan;
- (n) A typical cross-section of the proposed street improvements;
- (o) Any regulated sensitive area such as wetlands, steep slopes or wildlife habitat.

(C) Elements Considered

The following criteria shall serve as the basis for approval or denial of any proposed subdivision:

- (1) Public Use and Interest. The subdivision shall be reviewed to determine whether the public use and interest will be served by its approval. The subdivision shall promote effective use of land by preventing the overcrowding or scattered development which would injure health, safety or the general welfare due to the lack of water supplies, sanitary sewer, drainage, transportation or other public services, or excessive expenditure of public funds for such services.
- (2) Public Health, Safety, and Welfare. The subdivision shall be evaluated to ensure that public health, safety, and general welfare are adequately protected.
- (3) Comprehensive Plan Consistency. The subdivision shall be examined for consistency with all applicable elements of the city's Comprehensive Plan.
- (4) Zoning Compliance. The subdivision shall be reviewed for compliance with existing zoning regulations.
- (5) Natural Environment. The subdivision shall be evaluated for impacts to the natural environment—including topography, vegetation, community urban forests, soils, geology, and other environmental elements as defined in the State Environmental Policy Act (Chapter 197-11 WAC)—and for the adequacy of proposed mitigation measures, consistent with Title 19.07, *Environmental Regulations*.

(6) Drainage. All drainage impacts shall be assessed, including the adequacy of proposed mitigation measures, in accordance with city drainage standards and Title 13.20, Storm Drainage System.

(7) Open Space. The subdivision shall be reviewed for impacts on open space and for compliance with open-space provisions as required in Title 19.05, Subdivisions or other applicable code sections.

(8) Public Systems Capacity. Impacts on public systems—including parks, schools, and community facilities—shall be evaluated, along with proposed mitigation measures.

(9) Public Services. Impacts on public services—such as streets, utilities, fire protection, and police services—shall be assessed, promoting safe and convenient travel by the public on streets and highways through the coordination of streets within a subdivision with existing and planned streets, with mitigation provided as required.

(10) Floodplain Compliance. Subdivisions located within designated floodplain areas shall be identified and shall comply with the provisions of this chapter and Chapter 19.07.030 GFMC, Flood damage prevention.

Commented [AH2]: Should this reference Traffic Mitigation/Impact Fees section?

(BD) A preliminary plat shall be approved if it meets the approval criteria in Chapter 58.17 RCW and the requirements of this title.

(CE) Preliminary plat approvals may contain conditions as deemed necessary to ensure the approval criteria are met. [Ord. 1020 § 1 (Att. A), 2022.]

19.05.030 Application for final plat subdivision approval.

The application for final plat approval shall include:

(A) Completed application form with fee.

(B) ~~Two draft copies of the~~The following information:

(1) Mathematical lot closures showing error of closures not to exceed 0.005 times the square root of “n,” where “n” equals the number of sides and/or curves of a lot.

~~(2) A certification from a professional land surveyor, licensed in the state of Washington, as to the survey data, layout of streets, alleys and other rights-of-way.~~

Commented [AH3]: Not needed as it is required on final plat map

(3) A certification that bridges, sewage, water systems and other structures together with the information provided by the professional land surveyor for the approval signature of a licensed engineer acting on behalf of the city.

~~(43) A legal description of the entire parcel(s) to be subdivided and each lot, easement and tract to be created, to be on forms acceptable to the city and stamped "Registered Land Surveyor." A complete survey of the section or sections in which the plat is located, or as much thereof as may be necessary to properly orient the plat within the section or sections. A computer printout showing closures of the section or subdivision breakdown (if any), plat boundary, road centerlines, lots and tracts. The maximum allowable error of closure shall be 0.02 feet in any such closure.~~

~~(4) A complete survey conducted by or under the supervision of a licensed land surveyor registered in the state of Washington. The surveyor shall certify that the subdivision is a true and correct representation of the lands actually surveyed and the survey was done in accordance with applicable city and state law.~~

(5) A title company certification which is not more than 30 calendar days old containing:

- (a) A legal description of the total parcel(s) sought to be subdivided; and
- (b) A list of those individuals, corporations, or other entities holding an ownership interest in the parcel; and
- (c) Any easements or restrictions affecting the property with a description, purpose and reference by auditor's file number and/or recording number; and
- (d) Any encumbrances on the property; and
- (e) Any delinquent taxes or assessments on the property.

~~(6) Copy of restrictions and covenants, if any, proposed to be imposed upon the use of the land.~~

(67) An approved subdivision name reservation form from the Snohomish County auditor's office.

(78) If lands are to be dedicated or conveyed to the city as part of the subdivision, an American Land Title Association title policy shall be required.

(89) The designated official may require the applicant to submit any other information deemed necessary to make this determination, including, but not limited to, a copy of the tax map showing the land being subdivided and all lots previously subdivided from that tract of land within the previous five years. [Ord. 1020 § 1 (Att. A), 2022.]

19.05.035 Approval of final plats:

(A) Final plats for subdivisions and short subdivisions are approved by the designated official and public works director. Final plats shall be approved if it is found that the requirements of preliminary plat, including applicable conditions of approval, have been met, and the requirements of Chapter 58.17 RCW have been met.

(B) The final plat submitted for recording shall be drawn in waterproof ink on a sheet made of material that will be acceptable to the Snohomish County auditor's office for recording purposes, and having dimensions of 18 inches by 24 inches.

(C) When more than one sheet is required to include the entire subdivision, all sheets shall be made of the same size and shall show appropriate match marks on each sheet and appropriate references to other sheets of the subdivision. The scale of the plat shall be at one inch equals not more than 50 feet.

(D) The applicant shall also provide all final plat maps and engineered as-builts in digital form. Files shall be submitted in ".dwg" or other AutoCAD-compatible format approved by public works. [Ord. 1020 § 1 (Att. A), 2022.]

19.05.040-035 Content of the final plat map.

The final plat map shall contain the following information:

(A) The name of the subdivision, which name shall not duplicate the name of any existing subdivision as recorded in the Snohomish County Registry, and City file number.

(B) The name and signatures of the subdivision owner or owners.

(C) The location by quarter section/section/township/range and/or by other legal description, the county, and state where the subdivision is located. Legal description of the entire parcel or parcels to be subdivided.

(D) The name, registration number, and seal of the professional land surveyor responsible for preparation of the plat, and a certification on the plat by said surveyor to the effect that (1) it is a true and correct representation of the land actually surveyed by him/under his supervision; (2) that the exterior plat boundary, and all interior lot corners, have been set on the applicant's property by him/under his supervision using appropriate permanent materials, with a field traverse with a linear closure of one to 10,000 and corresponding angular closure as specified in WAC 173-303-610; and (3) that all street centerline monuments (points of intersection, points of curve, points of tangency, etc.) within the plat and all intersections with existing street centerlines have been monumented with concrete monuments in case or other permanent material approved by the city:

~~(ED) The scale according to which the plat is drawn in feet per inch or scale ratio in words or figures and bar graph. The drawing shall be of appropriate engineering legible scale as determined by the City, and shall include the north arrow and basis of bearings. Unless otherwise approved by the designated official, the scale of the final plat will be at one inch equals 50 feet in order that all distances, bearings and other data can be clearly shown.~~

(FE) A boundary survey prepared by a professional land surveyor, licensed in the state of Washington, shall be shown on the proposed plat and shall reference the plat to the Washington Coordinate System, North Zone (North American Datum, 1983) with a physical description of such corners. When the necessary G.P.S. points exist within one-half mile of the subject property, they shall be located on the plat and used as primary reference datums.

~~(GF) The boundary lines of the plat, based on an accurate traverse, with angular and linear dimensions.~~

~~(G) Location and description of monuments and lot corners set and found.~~

(H) The exact location, width, number or name of all rights-of-way and easements within and adjoining the plat and a clear statement as to whether each is to be dedicated or held in private ownership.

(I) The true courses and distances to the nearest established right-of-way lines or official monuments which will accurately locate the plat.

(J) Curved boundaries and centerlines shall be defined by giving radii, internal angles, points of curvature, tangent bearings and lengths of all arcs.

~~(K) Address for each lot as provided by the city.~~

~~(L) Zoning Setback Lines.~~

~~(M) Location, dimensions and purpose of any easements, noting if the easements are private or public.~~

~~(N) Existing structures, all setbacks, and all encroachments.~~

(KO) All lot and block numbers and lines, with accurate dimensions in feet and hundredths of feet, and bearings to one second of arc. Blocks in numbered additions to subdivisions bearing the same name must be numbered consecutively through the several additions.

~~(L) Accurate locations of all monuments at such locations as required by the city engineer.~~

~~(MP)~~ All plat meander lines or reference lines along bodies of water which shall be established above, but not farther than 20 feet from the high waterline of the water or within a reasonable distance, to ensure reestablishment.

~~(NQ)~~ Accurate outlines and dimensions of any areas to be dedicated or reserved for public use, with purposes indicated thereon and in the dedication; and/or any area to be reserved by deed covenant for common uses of all property owners.

~~(O)~~ A full and correct legal description of the property.

~~(PR)~~ Reference to restrictions, conditions, or covenants and special plat restrictions, either to be filed separately or on the face of the plat. All permanent restrictions and conditions on the lots or tracts or other areas in the plat required by the city.

~~(QS)~~ Any additional pertinent information required at the discretion of the public works director and the designated official.

~~(R)~~ An endorsement to be signed, prior to recordation, by the proper officer in charge of tax collections, certifying that all taxes and delinquent assessments have been paid, satisfied, or discharged.

~~(S)~~ The following declaration:

All conditions of the preliminary short plat, embodied within the Form of Decision [recorded in Book ____, Page ____ of the Snohomish County Registry/which is attached hereto as Exhibit ____], shall remain conditions of construction of the public improvements.

[Ord. 1020 § 1 (Att. A), 2022.]

19.05.040 Endorsements on short and long subdivision plats Dedications, Acknowledgments and Certifications.

~~(A)~~ All streets, highways, and parcels of land shown on the final plat that are intended for public use shall be offered for dedication to the City for public purposes, except where otherwise provided by this title.

~~(B)~~ The City may require that streets or portions thereof be reserved for future dedication in cases where immediate construction or improvement is not necessary, but where such reservation is needed to ensure the City's ability to accept dedication at a later date when the street becomes necessary for the orderly development of the area or adjacent properties.

(C) All easements to be dedicated shall be clearly shown and labeled on the face of the final plat. A utility easement shall be reserved for and granted to all utility providers serving the subdivision and their successors and assigns, located within the exterior ten (10) feet adjoining the street frontage of all lots. Said easement shall allow for the installation, construction, operation, maintenance, renewal, and replacement of underground conduits, cables, pipes, and wires, together with associated appurtenances necessary to provide electric, telecommunications, and related utility services to the subdivision and surrounding areas, and shall include the right of reasonable access to perform such activities.

Drainage easements identified on the plat shall be reserved for and granted to the City of Granite Falls, except where specifically designated as private easements. Such easements shall include the City's right of ingress and egress for the purpose of excavation, construction, operation, maintenance, repair, and reconstruction of open-channel or enclosed stormwater conveyance systems or related drainage facilities located within the easement area.

(D) Acknowledgments and certificates required by this title shall be in language substantially similar to that indicated in the following subsections:

(1) Dedications. The intention of the owner shall be evidenced by his presentation for filing of a final plat clearly showing the dedication thereof and bearing the following certificate signed by all real parties of interest:

Know all men by these presents that _____ the undersigned owner(s), in fee simple of the land hereby platted, and _____, the mortgage thereof, hereby declare this plat and dedicate to the use of the public forever all streets, avenues, places and sewer easements or whatever public property there is shown on the plat and the use for any and all public purposes not inconsistent with the use thereof for public highway purposes. Also, the right to make all necessary slopes for cuts and fills upon lots, blocks, tracts, etc. shown on this plat in the reasonable original grading of all the streets, avenues, places, etc. shown hereon. Also, the right to drain all streets over and across any lot or lots where water might take a natural course after the street or streets are graded. Also, all claims for damage against any governmental authority are waived which may be occasioned to the adjacent land by the established construction, drainage, and maintenance of said roads.

Following original reasonable grading of the roads and ways hereon, no drainage waters on any lot or lots shall be diverted or blocked from their natural course so as to discharge upon any public road rights-of-way to hamper proper road drainage. The owner of any lot or lots, prior to making any alteration in the drainage system after the recording of the plat, must make application to and receive approval from the director of the department of public works for said alteration. Any enclosing of drainage waters in culverts or drains or rerouting thereof across any lot as may be undertaken by or for the owner of any lot shall be done by

and at the expense of such owner. IN WITNESS WHEREOF we set our hands and seals this
_____ day of _____, 20__.

In the event that a waiver of right of direct access is included, then the certificate shall contain substantially the following additional language:

That said dedication to the public shall in no way be construed to permit a right of direct access to street _____ from lots numbered _____ nor shall the city of Granite Falls or any other local governmental agency ever be required to grant a permit to build or construct an access of approach to said street from said lots.

(2) Acknowledgment.

STATE OF WASHINGTON)

: ss.

COUNTY OF SNOHOMISH)

This is to certify that on this _____ day of _____, 20__, before me, the undersigned, a notary public, personally appeared _____, to me known to be the person(s) who executed the foregoing dedication and acknowledgment to me that signed the same as _____ free and voluntary act and deed for the uses and purposes therein mentioned.

Witness my hand and official seal the day and year first above-written.

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

(Seal)

(E) Restrictions. The following restrictions shall show on the face of the final plat:

(1) No further subdivision of any lot without resubmitting for formal plat procedure.

(2) The sale or lease of less than a whole lot in any subdivision platted and filed under Title 19 of the Granite Falls Municipal Code is expressly prohibited except in compliance with Title 19 of the Granite Falls Municipal Code.

(3) The following shall be required when the plat contains a private road:

The cost of construction and maintaining all roads not herein dedicated as public roads shall be the obligation of all of the owners and the obligation to maintain shall be concurrently the obligation of any corporation in which title of the roads and streets may be held. In the event that the owners of any lots served by the roads or streets of this plat shall petition the council to include these roads or streets in the public road system, the petitioners shall be obligated to bring the same to city road

standards applicable at the time of petition in all respects, including dedication of rights-of-way, prior to acceptance by the city.

(4) All landscaped areas in public rights-of-way shall be maintained by the developer and his successor(s) and may be reduced or eliminated if deemed necessary for or detrimental to city road purposes.

(5) The location and height of all fences and other obstructions within an easement as dedicated on this plat shall be subject to the approval of the Public Works Director or his designee.

(F) Approvals.

(a) Examined and approved this _____ day of _____, 20__.

City Engineer/Public Works Director, City of Granite Falls

(b) Examined and approved this _____ day of _____, 20__.

Community Development/Planning Director,
City of Granite Falls

(c) Examined, found to be in conformity with applicable zoning and other land use controls, and approved this _____ day of _____, 20__.

City Manager | Attest: City Clerk

(G) Certificates.

(1) I hereby certify that the plat of _____ is based upon an actual survey and subdivision of Section _____, Township _____ North, Range _____ EWM as required by the state statutes; that the distances, courses and angles are shown thereon correctly; that the monuments shall be set and lot and block corners shall be staked correctly on the ground, that I fully complied with the provisions of the state and local statutes and regulations governing platting.

Licensed Land Surveyor (Seal)

Commented [AH4]: Does the Mayor or City Manager sign? Should this just be me?

(2) I hereby certify that all state and county taxes heretofore levied against the property described herein, according to the books and records of my office, have been fully paid and discharged, including _____ taxes.

Treasurer, Snohomish County

(3) Filed for record at the request of _____ this _____ day of _____, 20____, at _____ minutes past _____ m, and recorded in Vol. _____ of Plats, page _____, records of Snohomish County, Washington.

Auditor, Snohomish County

(R) An endorsement to be signed, prior to recordation, by the proper officer in charge of tax collections, certifying that all taxes and delinquent assessments have been paid, satisfied, or discharged:

(S) The following declaration:

All conditions of the preliminary short plat, embodied within the Form of Decision [recorded in Book _____, Page _____ of the Snohomish County Registry/which is attached hereto as Exhibit _____], shall remain conditions of construction of the public improvements:

[Ord. 1020 § 1 (Att. A), 2022.]

19.05.045 Approval of final subdivisions.

(A) Final plats for subdivisions and short subdivisions are approved by the designated official and public works director. Final plats shall be approved if it is found that the requirements of preliminary plat, including applicable conditions of approval, have been met, and the requirements of Chapter 58.17 RCW have been met.

(B) The final plat submitted for recording shall be drawn in waterproof ink on a sheet made of material that will be acceptable to the Snohomish County auditor’s office for recording purposes, and having dimensions of 18 inches by 24 inches.

(C) When more than one sheet is required to include the entire subdivision, all sheets shall be made of the same size and shall show appropriate match marks on each sheet and appropriate references to other sheets of the subdivision. The scale of the plat shall be at one inch equals not more than 50 feet.

(D) The applicant shall also provide all final plat maps and engineered as-builts in digital form. Files shall be submitted in “*.dwg” or other AutoCAD-compatible format approved by public works.

(E) The applicant shall submit copies of restrictions and covenants, if any, proposed to be imposed upon the use of the land. Such restrictions and covenants, if not on the face of the plat, must be recorded prior to or simultaneously with the subdivision. [Ord. 1020 § 1 (Att. A), 2022.]

19.05.050 Plat approval not acceptance of dedication offers.

Preliminary approval of a plat does not constitute acceptance by the city of the offer of dedication of any streets, sidewalks, parks, or other public facilities shown on a plat. Offers of dedication will be officially accepted with approval of the final plat. [Ord. 1020 § 1 (Att. A), 2022.]

19.05.055 Subdivision recording requirements.

When the city approves a final subdivision or final short subdivision, the applicant shall record the original signed final plat or final short plat with the Snohomish County auditor. The applicant will also furnish the city with ~~one an reproducible electronic~~ copy of the recorded documents, ~~and the Snohomish County assessor shall be furnished one paper copy.~~ [Ord. 1020 § 1 (Att. A), 2022.]

19.05.060 Alterations of subdivisions.

The purpose of this section is to establish an administrative procedure for processing revisions to approved development applications. For the purposes of this section, “approved development applications” include preliminary approvals for subdivisions, short subdivisions, and unit lot subdivisions, and final approvals issued prior to construction for all other development applications. The Designated Official shall make the final determination as to what constitutes a minor or major revision.

(A) Minor Revisions

(1) A minor revision to an approved residential development application is limited to the following when compared to the original approval; provided, that the proposed type of development or use shall not change:

(a) A short subdivision may be revised to add no more than one additional lot, and only when the maximum number of lots permitted in a short subdivision is not exceeded.

(b) Subdivisions, PRDs, Townhouses, and Multifamily Development.

Revisions may increase the number of lots or units only to the lesser of:

- (i) A ten percent increase in the number of lots or units; or
- (ii) Ten additional lots or units, provided the increase does not exceed the maximum categorical exemption threshold established in GFMC 19.07.010.

(c) A reduction in the number of lots or units.

(d) A change in access points may be approved when combined with subsection (1)(a) or (1)(b), or as a standalone minor revision; provided, that the change does not alter trip distribution. Any change that alters trip distribution shall not be approved as a minor revision.

(e) Revisions to project boundaries necessary to correct surveying errors or similar boundary issues may be approved; provided, that the number of lots or units shall not exceed the maximum that could be approved as a minor revision to the original development application on the original project site.

(f) Revisions to internal lot lines may be approved provided they do not increase the number of lots or units beyond the amount allowed for a minor revision under this section.

(g) Designated Open Space Adjustments. A change to the aggregate area of designated open space may be approved if the amount is not reduced by more than ten percent. Under no circumstances may the quantity or quality of required designated open space be reduced below minimum code standards.

(h) Other Comparable Modifications. A modification not addressed in subsections (1)(a) through (1)(g) may be approved when it does not substantially alter the character of the approved development application, site plan, or prior approval.

(B) Major Revisions

(1) A major revision to an approved residential development application is limited to the following when compared to the original approval, provided the type of development or use does not change:

(a) Subdivisions, PRDs, Townhouses, and Multifamily Development may increase the number of lots or units only to the lesser of:

- (i) Twenty percent of the original number of lots or units; or
- (ii) Twenty additional lots or units, provided the increase does not exceed the maximum categorical exemption threshold established in GFMC 19.07.010.

(b) Access Revisions.- Changes in access points, when combined with subsection (B)(1)(a), provided, that the change does not alter trip distribution. Any change that alters trip distribution shall not be approved as a minor revision.

(c) Revisions to project boundaries necessary to correct surveying errors or similar boundary issues may be approved; provided, that the number of lots or units shall not exceed the maximum that could be approved as a minor revision to the original development application on the original project site.

(d) Internal Lot Line Adjustments. Adjustments combined with another criterion under subsection (B)(1) that do not increase lots or units beyond the maximum allowed for a major revision.

(e) Designated Open Space Adjustments.- Changes to the aggregate area of designated open space beyond minor revision allowances. Under no circumstances may the quantity or quality of required designated open space be reduced below minimum code standards.

(f) Other Comparable Modifications. Changes not addressed in subsections (B)(1)(a) through (B)(1)(e) that do not substantially alter the character of the approved development application, site plan, or prior approval.

(C) Minor Revisions to Approved Unit Lot Subdivision Applications.

(1) A minor revision to an approved unit lot subdivision application is limited to the following when compared to the original approval; provided, that the proposed type of development or use shall not change:

- (a) Changes to the outer boundaries of the fee-simple unit lot subdivision, except for survey discrepancies.
- (b) Changes to the dimensions of internal lot lines exceeding no more than two percent.
- (c) Modifications to the conditions of preliminary unit lot subdivision approval.

(d) Adjustments to internal road alignments or connections that do not increase the number of lots.

(D) Application, Review, and Effect

(1) Minor and major revisions shall be processed as follows:

(a) Application. Submitted on forms approved by the Community Development Department. Applications requiring a variance to accomplish the requested change shall not be accepted as a minor or major revision. Revisions shall require processing through the same process as a new development application.

(b) Fees. Applications shall be accompanied by applicable fees based on the City's fee schedule or other applicable resolutions or ordinances.

(c) Public Notice. Minor revisions require notification of relevant city departments and agencies. Major revisions require public notice pursuant to Chapter 19.04B GFMC for a Type III permit.

(d) Applicable Regulations. Reviewed under development regulations in effect on the date the original application was determined complete.

(2) Approval Criteria.

(A) The Designated Official shall approve a minor revision if it does not substantially alter:

- (1) The original development approval;
- (2) Final conditions of approval; or
- (3) Public health, safety, or welfare.

(B) The Designated Official or Hearing Examiner shall approve a major revision if it does not substantially alter:

- (1) The original development approval;
- (2) Final conditions of approval; or
- (3) Public health, safety, or welfare.

(3) The city shall determine the public use and interest in the proposed alteration and may deny or approve the application for alteration. If any land within the alteration is part of an assessment district, any outstanding assessments shall be equitably divided and levied against the remaining lots, parcels, or tracts, or be levied equitably on the lots resulting from the alteration. If any land within the

alteration contains a dedication to the general use of persons residing within the subdivision, such land may be altered and divided equitably between adjacent properties.

(4) Effect on Approval Term. Minor or major revisions do not extend the term of the underlying approval or concurrency determination, which runs from the original date of:

- (a) Preliminary approval for subdivisions, short subdivisions, or unit lot subdivisions; or
- (b) Approval for all other residential development applications.

~~(A) If an applicant wishes to alter a subdivision or short subdivision or any portion thereof, except as provided in GFMC 19.05.065, that person shall submit an application to City Hall requesting the alteration. The application shall contain the signatures of all persons having an ownership interest in lots, tracts, parcels, sites or divisions within the subdivision or short subdivision or in that portion to be altered.~~

~~(B) The designated official shall have the authority to determine whether the proposed alteration constitutes a minor or major alteration. Major alterations are those which substantially change the basic design, density, open space, or other similar requirements or provisions:~~

~~(C) If the subdivision or short subdivision is subject to restrictive covenants, which were filed at the time of the approval, and the application for alteration would result in the violation of a covenant, the application shall contain an agreement signed by all parties subject to the covenants providing that the parties agree to terminate or alter the relevant covenants to accomplish the purpose of the alteration of the subdivision or short subdivision or any portion thereof.~~

~~(D) If the alteration is requested prior to final plat or final short plat review and signature, a minor alteration may be approved with consent of the designated official. A long plat or short plat major alteration shall require consent of the designated official as a Type II review for short subdivisions after public notice or the hearing examiner as a Type III review for subdivisions after public notice and a public hearing is held. Notice shall be provided of the application for a long plat or short plat alteration to all owners of property within the subdivision or short subdivision, all parties of record, and as was required by the original subdivision or short subdivision application. The designated official shall have the authority to determine whether the proposed alteration constitutes a minor or major alteration pursuant to subsection (B) of this section.~~

~~(E) If the alteration is requested after final plat or final short plat review and signature, but prior to filing the final plat or final short plat with Snohomish County, a plat or short plat alteration may be approved with consent of the designated official for short subdivisions as a Type II review or the city council for subdivisions as a Type V review. Upon receipt of an application for alteration, notice shall be provided of the application to all owners of property within the subdivision or short subdivision, all parties of record, and as was required by the original application. The notice shall establish a date for a public hearing.~~

~~(F) If the alteration is requested after filing the final plat or final short plat with Snohomish County, a minor plat alteration may be approved with consent of the designated official as a Type II review. If the designated official determines that the proposed alteration is a major alteration, pursuant to subsection (B) of this section, then the designated official may require replatting pursuant to this chapter. Upon receipt of an application for alteration, notice shall be provided of the application to all owners of property within the subdivision or short subdivision, all parties of record, and as was required by the subdivision or short subdivision plat application. The notice shall establish a date for a public hearing.~~

~~(G) The city shall determine the public use and interest in the proposed alteration and may deny or approve the application for alteration. If any land within the alteration is part of an assessment district, any outstanding assessments shall be equitably divided and levied against the remaining lots, parcels, or tracts, or be levied equitably on the lots resulting from the alteration. If any land within the alteration contains a dedication to the general use of persons residing within the subdivision, such land may be altered and divided equitably between adjacent properties.~~

~~(H) After approval of the alteration, the city shall order the applicant to produce a revised drawing of the approved alteration of the subdivision or short subdivision, and after signature the final plat or final short plat shall be filed with Snohomish County to become the lawful plat or short plat of the property.~~

~~(I) This section shall not be construed as applying to the alteration or replatting of any plat or short plat of state-granted shore lands. [Ord. 1020 § 1 (Att. A), 2022.]~~

19.05.065 Vacations of subdivisions.

(A) Whenever an applicant wishes to vacate a subdivision or short subdivision or any portion thereof, that person shall file an application for vacation with City Hall. The application shall set forth the reasons for vacation and shall contain signatures of all parties having an ownership interest in that portion of the subdivision subject to vacation.

(B) If the development is subject to restrictive covenants which were filed at the time of the approval, and the application for vacation would result in a violation of a covenant, the

application shall contain an agreement signed by all parties subject to the covenants providing that the parties agree to terminate or alter the relevant covenants to accomplish the purpose of the vacation of the subdivision or short subdivision or portion thereof.

(C) When the vacation application is specifically for a city street or road, the procedures for right-of-way vacation in Chapter [19.10](#) GFMC shall be followed for the street or road vacation. When the application is for the vacation of the plat or short plat together with the streets or roads, the procedure for vacation in this section shall be used, but vacations of streets may not be made that are prohibited under state law.

(D) Notice shall be given to all owners of property within the subdivision or short subdivision, to all property owners within 300 feet of short subdivision and subdivision boundaries, and to all applicable agencies. The designated official shall conduct a public meeting in the case of short subdivisions, and the city council shall conduct a public hearing on the application for a vacation. The application for vacation of a subdivision or short subdivision may be approved or denied after the city has determined the public use and interest to be served by the vacation. If any portion of the land contained in the proposed vacation was dedicated to the public for public use or benefit, such land, if not deeded to the city, shall be deeded to the city unless the city council sets forth findings that the public use would not be served in retaining title to those lands.

(E) Title to the vacated property shall vest with the rightful owner as shown in Snohomish County records. If the vacated land is land that was dedicated to the public, for public use other than a road or street, and the city council has found that retaining title to the land is not in the public interest, title thereto shall vest with the person or persons owning the property on each side thereof, as determined by the city council. When a road or street that is to be vacated was contained wholly within the subdivision or short subdivision and is part of the boundary of the subdivision or short subdivision, title to the vacated road or street shall vest with the owner or owners of property contained within the vacated subdivision.

(F) This section shall not be construed as applying to the vacation of any plat or short plat of state-granted shore lands. [Ord. 1020 § 1 (Att. A), 2022.]

Article III. Boundary Line Adjustments

19.05.200 Boundary line adjustments.

(A) Application Submittal. ~~Whenever it is proposed to adjust the boundary of an existing lot where no new lot is created, the applicant shall file with the city clerk a boundary line adjustment (BLA) application packet with the requirements as set forth in GPMC 19.04B.120, Application submittal.~~

~~(1) Application Documents. A boundary line adjustment application shall consist of the following documents: application form, legal descriptions of existing and adjusted lot, tract, parcel or building site, affidavit of ownership, vicinity map, boundary line adjustment certificate including proof of legal lot status, declaration of legal documentation, and proposed boundary line adjustment/survey map, consistent with the requirements as set forth in GPMC 19.04B.120, Application submittal.~~

~~(2) Application Fees. The applicant shall pay the required fees as set forth in the city's fee schedule or other applicable resolutions or ordinances when submitting the application.~~

(B) Procedure and Special Timing Requirements.

(1) Boundary line adjustments shall be approved, approved with conditions, or denied as follows:

(a) The city shall process the BLA as a Type I decision; and

(b) The BLA is exempt from notice provisions set forth in GPMC [19.04B.125](#).

(2) The city shall decide upon a BLA application within 45 days following submittal of a complete application or revision, unless the applicant consents to an extension of such time period.

(3) The designated official may deny a BLA application or void a BLA approval due to incorrect or incomplete submittal information.

(4) Multiple boundary line adjustments are allowed to be submitted under a single BLA application if ~~:(a) T~~the adjustments involve contiguous parcels.~~;~~

~~(b) The application includes the signatures of every parcel owner involved in the adjustment; and~~

~~(c) The application is accompanied by a record of survey.~~

(5) The legal descriptions of the revised lots, tracts, or parcels shall be certified by a licensed surveyor or title company.

(6) A boundary line adjustment shall be not approved for any property for which an exemption to the subdivision provisions or an exemption to the short subdivision provisions has been exercised within the past five years.

(C) Decision Criteria. A boundary line adjustment is a Type I permit. In reviewing a proposed boundary line adjustment, the designated official shall use the following criteria for approval:

(1) The proposed BLA is consistent with applicable development restrictions and the requirements of this title, including but not limited to the general development standards of Chapter [19.06](#) GFMC and any conditions deriving from prior subdivision or short subdivision actions. The proposed BLA will also not create a lot below the required lot size or dimensions for its zone designation;

(2) The proposed BLA will not cause boundary lines to cross a UGA boundary, cross on-site sewage disposal systems, prevent adequate access to water supplies, or obstruct fire lanes;

(3) Boundary lines may not be adjusted between lots which have been created for tax purposes only;

(4) The proposed BLA shall not result in an increase in the potential number of dwelling units on lots, tracts, parcels or building site;

(35) The proposed BLA will not detrimentally affect access, access design, or other public safety and welfare concerns. The evaluation of detrimental effects may include review by the health district, the city engineer, or any other agency or department with expertise;

(46) The proposed BLA will not create new access which is inadequate, unsafe or detrimental to the existing road system because of sight distance, grade, road geometry, or other safety concerns, as determined by the city engineer. The BLA shall comply with the access provisions set forth in this title and the city of Granite Falls public works standards;

(57) When a BLA application is submitted concurrently with a Type I application pursuant to GFMC [19.04A.210](#) and frontage improvements are required for the area subject to the BLA and the concurrent application, the improvements must be agreed to prior to approval of the BLA;

(68) If within an approved subdivision or short subdivision, the proposed BLA will not violate conditions of approval of that subdivision or short subdivision;

(79) The proposed BLA will not cause any lot that conforms with lot area or lot width requirements to become substandard;

(810) The proposed BLA may increase the nonconformity of lots that are substandard as to lot area and/or lot width requirements; provided, that the proposed BLA satisfies the other requirements of this chapter;

(911) The proposed BLA will not result in lots with less than 1,000 square feet of an accessible area suitable for construction when such area existed before the adjustment. This requirement shall not apply to lots that are zoned commercial or industrial;

~~(1012)~~ “Merged lots” means if two or more substandard lots or a combination of lots or substandard lots and portions of lots or substandard lots are contiguous and a structure is constructed on or across the lot line(s), which makes the lots contiguous, then the lands involved shall be merged and considered to be a single undivided parcel. No portion of said parcel shall be used, altered or sold in any manner which diminishes compliance with lot area and width requirements, nor shall any division be made which creates a lot with a width or area below the minimum requirements permitted by this chapter.

~~(D) Design Standards – Access. If proposed lots within a BLA result in reduced public road frontage and/or changes in access, the designated official may require verification that all lots have safe access points. In such cases, the applicant shall stake approximate proposed access points and property lines along the public road frontage within five days of receipt of a request by the city to do so. Existing Structures - When boundary line adjustments are submitted proposing the adjustment of lines with existing structures, the existing structures shall be required to comply with all zoning code requirements including, but not limited to, such things as setback, parking, height, landscaping and access requirements as a condition of boundary line adjustment approval. The applicant shall be required to submit a site plan showing that all of these requirements can be met prior to approval.~~

~~(E) Correcting Errors on an Approved BLA. Typographical errors in recorded legal descriptions or minor discrepancies on recorded BLA maps may be corrected by filing an affidavit of correction of boundary line adjustment with the city clerk. The affidavit shall be on a form supplied by the city clerk. The designated official shall review the affidavit for compliance with applicable code provisions. If approved, the applicant shall record the~~

~~affidavit with the Snohomish County auditor within 45 days. Immediately after recording, copies of the recorded affidavit of correction shall be provided to the city clerk by the applicant. [Ord. 1020 § 1 (Att. A), 2022.]~~(E) Information for recording - After the city has given the applicant approval, the applicant shall submit the original map prepared by a registered land surveyor having a trimmed size of 18 inches by 24 inches. The original map shall be accompanied with original signatures of all parties of interest.

(1) Information required on the map shall include:

- (a) The date, scale and north arrow;
- (b) Boundary lines (both present and revised), right-of-way for streets, easements and property lines of lots, tracts, parcels or sites, with accurate bearings, dimensions or angles and arcs, and central angles of all curves;
- (c) Names and right-of-way widths of all streets;
- (d) The survey must indicate that all lot corners are staked.
- (e) Number of each lot, tract, parcel or building site and each block;
- (f) Description of private covenants and special restrictions;
- (g) Location, dimensions and purpose of any easements;
- (h) Location and description of monuments and lot, tract, parcel or building site corners set and found;
- (i) If required to define flood elevations or other features relative to the lot, then datum elevations and primary control points approved by the city. Descriptions and ties to all control points will be shown with dimensions, angles and bearings;
- (j) Designation by phantom letters of the lot(s), tracts, parcels or building sites existing prior to the boundary line adjustment, and designation by solid letters of the proposed lots, tracts, parcels or building sites;
- (k) Special setback lines when different from city's zoning code;
- (l) A dedicatory statement acknowledging any public or private dedications, donations or grants;
- (m) Location of existing structures, utilities, setbacks, encroachments and area of all lots, tracts, parcels or building sites after adjustment;

(n) The file number of the boundary line adjustment must be on the boundary line adjustment/survey map.

(2) Certificates.

(a) Examined, found to be in conformity with applicable zoning and other land use controls, and approved this ____ day of ____, 20__.

Community Development/Planning Director

(b) I hereby certify that this boundary line adjustment is based upon an actual survey and subdivision of Section ____, Township __ North, Range __ EWM; that the distances, courses and angles are shown thereon correctly; that the monuments shall be set and lot corners shall be staked correctly on the ground, that I fully complied with the provisions of the state and local statutes and regulations governing surveying.

Licensed Land Surveyor

(Seal)

(c) I hereby certify that all state and county taxes heretofore levied against the property described herein, according to the books and records of my office, have been fully paid and discharged, including ____ taxes.

Treasurer, Snohomish County

(d) Filed for record at the request of ____ this ____ day of __, 20 __, at ____ minutes past __ m, and recorded in Vol. ____ of Plats, page __, records of Snohomish County, Washington.

Auditor, Snohomish County

(3) Vicinity Map. A vicinity map clearly identifying the location of the property shall be submitted.

(4) Legal Descriptions. All boundary line adjustment application submittals shall include legal descriptions of the existing and proposed lots, tracts, parcels or building sites. All legal descriptions must be prepared by a licensed surveyor in the state of Washington, attorney, or title company.

(5) Affidavit of Ownership. All boundary line adjustment application submittals shall be accompanied by a notarized signature of the owner, or owners, of the property subject to the boundary line adjustment. Those signing as owners must conform to

those designated as owners in the boundary line adjustment certificate. The recording number of the boundary line adjustment/survey map shall be on the affidavit of ownership form.

(6) Declaration of Legal Documentation. All boundary line adjustment application submittals shall be accompanied by a notarized statement containing:

(a) The signatures of owner, or owners, of the property subject to the boundary line adjustment, declaring that they are solely responsible for securing and executing all necessary legal advice or assistance concerning the legal documents necessary to transfer title to those portions of the properties involved in the boundary line adjustment; and

(b) A declaration that the legal documents necessary to transfer title to the property in question have been prepared and executed so that, upon the recording of the boundary line adjustment, the title to the properties will accurately reflect the new configuration resulting from the boundary line adjustment as approved by the city.

(7) Boundary Line Adjustment Certificate. All boundary line adjustment application submittals shall be accompanied by a boundary line adjustment certificate current to within 30 days of date submitted from a title company that certifies the following:

(a) The legal description of all lots, parcels, tracts or building sites to be adjusted; and

(b) The names of the owners of any lots, tracts, parcels or building sites to be adjusted; and

(c) Any easements, restrictions or covenants affecting the property to be adjusted, with a description of such easements, restrictions and covenants.

(F) Recording with Auditor. When the boundary line adjustment proposed for recording has been signed by the City, and the applicant has complied with all of the requirements of this title and state law, then the applicant shall record the original boundary line adjustment/survey map and the original affidavit of ownership with the county auditor. The applicant will also furnish the city with one digital of the recorded boundary line adjustment/survey map. After this has been done and the boundary line adjustment has been properly recorded, the boundary line adjustment will become valid. The applicant is responsible for recording the boundary line adjustment and paying all associated recording fees. It shall be a violation of this title for anyone to record a boundary line adjustment which does not bear the verification of approval as defined by this title.

(G) Correcting Errors on an Approved BLA. Typographical errors in recorded legal descriptions or minor discrepancies on recorded BLA maps may be corrected by filing an affidavit of correction of boundary line adjustment with the city clerk. The affidavit shall be on a form supplied by the city clerk. The designated official shall review the affidavit for compliance with applicable code provisions. If approved, the applicant shall record the affidavit with the Snohomish County auditor within 45 days. Immediately after recording, copies of the recorded affidavit of correction shall be provided to the city clerk by the applicant. [Ord. 1020 § 1 (Att. A), 2022.]

19.06.020 Landscaping and screening.

(A) Purpose. ~~The city recognizes the ecological, aesthetic, and economic value that landscaping offers and requires its use to: The purpose of this section is to establish standards for landscaping and screening, to maintain or replace existing vegetation, provide physical and visual buffers between differing land uses, lessen environmental and improve aesthetic impacts of development and to enhance the overall appearance of the city. Notwithstanding any other provision of this chapter, trees and shrubs planted pursuant to the provisions of this chapter shall be types and ultimate sizes at maturity that will not impair scenic vistas:~~

- ~~1) Promote the distinct character, quality of life, and pattern of development desired by the community, as expressed in the city's comprehensive plan;~~
- ~~2) Maintain and protect property values;~~
- ~~3) Enhance the visual appearance of the city;~~
- ~~4) Ensure compatibility of new development with surrounding properties;~~
- ~~5) Provide visual relief from large expanses of parking areas and reduce the perceived scale of buildings;~~
- ~~6) Establish physical separation between residential and nonresidential areas;~~
- ~~7) Create visual screens and buffers to provide transitions between differing land uses;~~
- ~~8) Preserve and enhance the Granite Falls urban forest;~~
- ~~9) Preserve and integrate existing vegetation and significant trees into site design; and~~
- ~~10) Reduce stormwater runoff pollution, temperature, and volume.~~

(B) Applicability. ~~The standards set forth in this section shall apply to:~~

~~The provisions of this section apply to all uses of land subject to site plan or architectural design review, the construction or placement of any duplex or multifamily structure containing three or more attached dwelling units, any new subdivision or manufactured/mobile home park, and the construction or expansion of any commercial or industrial structure or associated parking facility, provided, that specific landscaping provisions for uses established through a conditional use permit shall be determined during the applicable review process. (1) All uses of land which are subject to site plan or architectural design review;~~

~~(2) The construction or location of any duplex or multifamily structure of three or more attached dwelling units;~~

Commented [AH1]: Do we need to add specific buffer/planting plan for properties adjacent to Hwy 92?

~~(3) Any new subdivision or manufactured/mobile home park;~~

~~(4) The construction or expansion of any commercial structure or parking facility;~~

~~(5) The construction or expansion of any industrial structure or parking facility.~~

(C) Landscape Plan submittal requirements. A plan of the proposed landscaping and screening of projects subject to this section shall be provided as part of the application and shall contain the following:

~~(1) The footprint of all structures;~~

~~(2) All parking areas and driveways;~~

~~(3) All pedestrian areas, including sidewalks and walkways;~~

~~(4) The location, height, and materials for proposed fences and walls;~~

~~(15) Identification and location of existing trees and tree canopies and proposed plant materials;~~

~~(6) The common and scientific names and diameter or size of all plant materials used;~~

~~(2) Significant trees and vegetation to remain;~~

~~(3) New landscaping — location, species, diameter or size of materials using both botanical and common names. Drawings shall reflect the ultimate size of plant materials;~~

~~(47) Identification of tree protection techniques; and~~

~~(8) Location of all overhead utility and/or communication lines and street signs.~~

(D5) Alternative Landscaping Plans. The city-designated official may authorize the following alternative landscape options to protect public safety, on-site critical areas and associated buffers and to accommodate unique or historical features of the site modification of the landscape requirements only if they accomplish equal or better levels of screening, when alternative plans comply with the intent of this chapter, or and:

~~(a1) The proposed landscaping represents a superior result than that which would be achieved by strictly following requirements of this section; or~~

~~(b2) The alternative plan incorporates the increased retention of significant trees and naturally occurring undergrowth; or~~

Commented [AH2]: Refer to definition?

~~(e3)~~ The alternative plan incorporates unique, historic or architectural features such as plazas, courts, fountains, trellises, or sculptures;

~~(4) An existing structure precludes installation of the total amount of required site perimeter landscaping, such landscaping material shall be incorporated on another portion of the site;~~

~~(5) Existing conditions on or adjacent to the site, such as significant topographic differences, vegetation, structures or utilities, would render application of this chapter ineffective or result in scenic view obstruction;~~

~~(6) The width of any required perimeter landscaping may be averaged, provided the minimum width is not less than five feet~~

~~(d) The landscape plan shall be prepared by a professional landscape designer. The applicant must demonstrate expertise in landscape design in order to qualify/prepare landscape plans. This requires the submittal of a resume, and a list of recent project experience.~~

~~(DE)~~ Preservation of Significant Trees and Vegetation.

~~(1) The city of Granite Falls shall assume jurisdiction and implementation of the Class IV Forest Practices Act as defined by the Washington State Department of Natural Resources (DNR).~~

~~(2) All significant trees in required perimeter buffers or required setbacks pursuant to the applicable zoning district shall be retained. Retention of significant trees on the remaining portions of the site is encouraged, especially for conifers.~~

~~(3) Significant trees removed from a required perimeter buffer or a required setback pursuant to the applicable zoning district shall be replaced at a ratio of three replacement trees for every significant tree removed. Conifer replacement deciduous trees shall be a minimum of two inches in diameter measured at a point two feet above the existing ground at the time of planting. Conifer replacement trees shall be a minimum of six feet in height at the time of planting. The type and species of the replacement trees shall be subject to approval by the designated official.~~

~~(2) Significant trees, which include evergreen and/or deciduous trees, excluding Alders or Cottonwoods, 10 inches in diameter or greater measured at a point four and one-half feet above existing grade, shall be retained as follows:~~

~~(a) Perimeter landscaped areas that do not constitute a safety hazard shall be retained.~~

(b) At the discretion of the designated official, the applicant shall be required to hire a certified arborist to evaluate trees proposed for retention, including those located within NGPA tracts (specifically along the fringes) or other areas as identified. The arborist shall make a written recommendation to the planning department with regard to the treatment of the treed area. In the event of an immediate hazard, this requirement shall be waived.

(c) To provide the best protection for significant trees or areas of native vegetation designated as landscape buffer during the construction stage, a temporary five-foot-high, orange clearing limits construction fence shall be erected in a line generally corresponding to the dripline of any significant tree to be retained, or five-feet wide around native vegetation to be retained. Clearing, grading or contour alteration is not permitted within this no construction zone unless a qualified arborist certifies that proposed construction activity within the zone will not harm existing vegetation. All such fencing shall be installed and inspected by the community development department prior to commencement of site work.

(d) At the discretion and approval of designated official, where it is not feasible and/or desirable to retain the significant trees, the applicant may propose a planting plan on an alternative site or area, or payment into the city tree fund, that provides effective replacement of the functions and/or value lost through removal of the significant trees.

(e) Significant trees removed shall be replaced at a ratio of one replacement tree for every significant tree removed. The type, species, and location of the replacement trees shall be subject to approval by the designated official. Replacement deciduous trees shall be a minimum of two inches in diameter measured at a point two feet above the existing ground at the time of planting. Conifer replacement trees shall be a minimum of six feet in height at the time of planting.

(4) Significant trees are those which are over 15 inches in diameter measured at a point two feet above the existing ground:

(53) If the grade level adjoining a tree to be retained is altered such that the tree might be endangered, then a dry rock wall or rock well shall be constructed around the tree. The diameter of this wall or well must be approximately the diameter of the “drip line” of the tree.

Commented [AH3]: We'll need to establish a tree fund and implementation standards/details, i.e. street trees, City owned properties, etc.

(64) Impervious or compactible surfaces within the area defined by the drip line of any tree to be retained may be permitted if a qualified arborist certifies that such activities will not endanger the tree or trees.

(75) Retention of other existing vegetation that is equal to or better than available nursery stock is strongly encouraged.

~~(6) Significant trees located within a designated critical area or its associated buffer shall not be removed except where the tree poses an immediate and demonstrable threat to public safety, private property, or existing structures. In such cases, removal shall not occur without prior written approval from the designated official. (8) Areas of native vegetation designated as landscape or buffer areas shall be protected by a five-foot-wide no construction zone during construction. Clearing, grading or contour alteration is not permitted within this no construction zone unless a qualified arborist certifies that proposed construction activity within the zone will not harm existing vegetation.~~

(F) Description of Screens and Landscape Types.

The following four basic types of landscaping are hereby established and are used as the basis for requirements outlined in Table 1. Compliance for vegetative screens shall be based on the average mature height and foliage density of the species, or on field observation of existing vegetation.

(1) Type I – Opaque Screen. An opaque screen shall be provided from the ground to a minimum height of six feet, with intermittent visual obstructions extending from the opaque portion to a minimum height of 20 feet. The purpose of a Type I screen is to exclude visual contact between incompatible uses and create a strong impression of spatial separation. The screen may include use of a landscaped earth berm, planted vegetation, or existing vegetation. The opaque portion shall remain opaque in all seasons. Intermittent visual obstructions shall not contain openings greater than ten feet in width at maturity. Deciduous plants may be used in the intermittent visual obstruction zone.

(2) Type II – Semi-Opaque Screen. A semi-opaque screen shall be opaque from the ground to a minimum height of three feet, with intermittent visual obstructions extending from above the opaque portion to a minimum height of 20 feet. The purpose of a Type II screen is to partially block visual contact between uses while maintaining the perception of spatial separation. The screen may include use of a landscaped earth berm, planted vegetation, or existing vegetation. Intermittent visual obstructions shall not contain openings greater than ten feet in width at maturity. Deciduous plants may be used in the intermittent visual obstruction zone.

(3) Type III – Broken Screen. A broken screen shall consist of intermittent visual obstructions from the ground to a minimum height of 20 feet. The purpose of a Type III screen is to create the perception of separation between spaces without fully obstructing visual contact. The screen may include use of a landscaped earth berm, planted vegetation, or existing vegetation. Deciduous plants may be incorporated.

(4) Type IV – Retention/Detention Pond Landscaping. Landscaping shall provide visual relief by reducing sight lines visible from public rights-of-way. Landscaping shall include all visible perimeter areas, including side slopes and benches, adjacent to the right-of-way. Planting areas shall have a minimum width of five feet along the right-of-way and may contain no more than 30 percent deciduous plantings to maintain pond function and reduce maintenance requirements. Landscaped areas shall be located outside of walls or fences, except for side slopes or benches within fenced areas.

The designated official may interpret these screening and landscaping requirements with some flexibility. Due to the wide variety of developments and the relationships between them, it is neither possible nor prudent to establish inflexible screening requirements. Therefore, the designated official may employ minor administrative deviations to allow less intensive screening, or more intensive screening, whenever such deviations are more likely to satisfy the intent of this section.

(G) Required Buffers and Screening

Table 1

Proposed Use	Adjacent Use	Width of Buffer	Type of Buffer
<u>Commercial</u>	<u>Property designated residential by the Granite Falls comprehensive plan</u>	<u>15 feet</u>	<u>Type I (1)</u>
<u>Commercial, industrial, multifamily and business park parking areas and drive aisles</u>	<u>Public right-of-way and private access roads</u>	<u>10 feet</u>	<u>Type III</u>
<u>Residential or Industrial</u>	<u>Hwy 92</u>	<u>See Section H of this chapter</u>	

Table 1

Proposed Use	Adjacent Use	Width of Buffer	Type of Buffer
Industrial and business parks	Property designated residential by the Granite Falls comprehensive plan	25 feet	Type I (1)
Apartment, townhouse, or group residence	Property designated low density by the Granite Falls comprehensive plan	10 feet	L1 (1)
Storm water management facility	-	5 feet	Type IV (2)
Dumpster enclosure, waste area or above ground utility boxes	-	5 feet	L1
WCF and/or base station not in ROW	Property designated residential by the Granite Falls comprehensive plan	10 feet	L1 (1)

(1) Plus a six-foot sight-obscuring fence or wall.

(22) Dual use retention/detention facilities designed with emphasis as a recreation area, not a storm water control structure, are exempt from the screening requirements.

(H) Highway 92 Landscaping

All properties adjoining Highway 92 shall provide and maintain a landscape buffer with a minimum width of twenty (20) feet along the property line abutting Highway 92. The buffer area shall be located between any fencing and the highway right-of-way and designed to create a dense visual screen in accordance with the following standards:

(1) Property owners are encouraged to preserve existing native and noninvasive vegetation to meet screening objectives. Credit may be granted for retained trees and shrubs based on species, size, and effectiveness in screening.

(2) The landscaping plan shall be prepared by a licensed landscape architect or Washington-certified professional horticulturalist.

(3) Evergreen trees shall be provided at a rate of one (1) tree per one hundred fifty (150) square feet of buffer area. Each tree shall be at least eight (8) feet in height at the time of planting and capable of achieving a minimum branching width of eight (8) feet within five (5) years. Multiple evergreen species shall be incorporated to promote long-term health and visual interest.

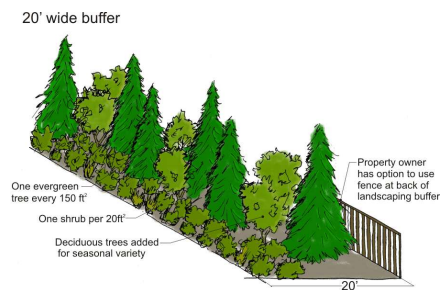
(4) Deciduous trees, such as vine maples or similar species, shall be integrated into the buffer design to provide seasonal variety. Deciduous trees shall have a minimum caliper of one (1) inch at planting.

(5) Shrubs shall be installed at a minimum rate of one (1) shrub per twenty (20) square feet of landscaped area. At least fifty percent (50%) of shrubs shall be evergreen, and a minimum of twenty-five percent (25%) shall be deciduous. Shrubs shall be a minimum of sixteen (16) inches tall at planting and attain a mature height between three (3) and four (4) feet.

(6) Ground cover shall be planted to achieve complete coverage within three (3) years using the following minimum spacing:

(a) Four-inch pots at 18 inches on center.

(b) One-gallon or greater sized containers at 24 inches on center.



20-foot landscape buffer

(7) All new plant materials shall consist of drought-tolerant species native to, or naturalized within, the coastal region of the Pacific Northwest. Only noninvasive species shall be used.

(8) Fences are optional, but may not be placed within the landscape buffer.

(9) Exceptions. The City may approve alternatives to the above standards if it determines the proposed design meets long-term screening and aesthetic objectives. Exceptions may include:

(a) The property owner/developer may, with WSDOT approval, locate a portion of the buffer within the state right-of-way, provided that a minimum of ten (10) feet of buffer remains on private property. The property owner/developer shall maintain the entire buffer area, including any portion on WSDOT property.

(b) Under some circumstances, it may be desirable to leave portions of the highway unscreened. With city approval, the required trees may be grouped to provide views of desired features, such as parks or mountains.

(c) The City may consider alternative designs that provide equivalent or superior long-term screening and visual enhancement along the Highway 92 corridor.

(E) Requirements for Residential Developments:

(1) Perimeter Areas. Notwithstanding other regulations found in this chapter, perimeter areas not covered with buildings, driveways and parking and loading areas shall be landscaped. Areas to be landscaped shall be covered with live plant materials which will ultimately cover 75 percent of the ground area within three years. One deciduous tree a minimum of two-inch caliper or one six-foot evergreen or three shrubs which should attain a height of three and one-half feet within three years shall be provided for every 500 square feet of the area to be landscaped. Vegetation utilized in low impact development facilities shall count toward landscaping perimeter requirements as approved by the designated official.

(2) Street Frontages:

(a) All street frontages shall include street trees planted no further apart than 30 feet:

(b) If due to the required location of driveways or utilities or topography prohibits the planting of street trees 30 feet on center then the designated official may approve street trees closer than 30 feet on center or the grouping of trees on site that achieves the same total tree count as would have been achieved with trees 30 feet on center:

(c) Vegetation utilized in low impact development facilities may count toward street frontage requirements subject to approval by the designated official:

~~(F) Requirements for Commercial and Industrial Uses:~~

~~(1) Perimeter Areas. See subsection (E)(l) of this section.~~

~~(2) Buffer Areas. Where a development subject to these standards is contiguous to a residential zoning district or areas of residential development, then the required perimeter area shall be landscaped the full width of the setback areas as follows:~~

~~(a) A solid screen of evergreen trees or shrubs; or~~

~~(b) A solid screen of evergreen trees and shrubs planted on an earthen berm an average of three feet high; or~~

~~(c) A combination of trees or shrubs and fencing where the amount of fence does not exceed 50 percent of the linear distance of the buffer, planted so that the ground will be covered within three years.~~

~~(3) Areas without Setbacks:~~

~~(a) In areas where there is no required setback or where buildings are built to the property line, development subject to this chapter shall provide a street tree at an interval of one every 20 feet or planter boxes at the same interval or some combination of trees and boxes, or an alternative:~~

~~(b) Street trees shall be a minimum caliper of two inches and be a species approved by the city and installed to city standards. Planter boxes shall be maintained by the property owners and shall be of a type approved by the city.~~

~~(G) Parking Lot Landscaping and Screening. The standards of this section shall apply to all public and private parking lots and parking areas providing spaces for 10 or more cars.~~

~~(1) Parking areas or outdoor storage areas fronting on a street right-of-way shall provide a landscaped buffer, in accordance with GFMC 19.06.020, Table 1, along the entire street frontage except for driveways; provided, that the plantings shall not obstruct the sight distance at street intersections.~~

~~(1) Perimeter Landscaping. In order to soften the visual effects or separate one parking area from another or from other uses, the following standards apply:~~

~~(a) Adjacent to a street or road, the minimum width shall be 10 feet wide. On all other perimeters the depth shall be a minimum of five feet. Where parking areas are bordered by more than one street, the landscape strip shall apply to both.~~

~~(b) Visual screening through one or any combination of the following methods is required:~~

~~(i) Planting of living ground cover as well as shrubs or trees which will form a solid vegetative screen at least three feet in height; or~~

~~(ii) A fence or wall at least three feet high combined with low planting or wall-clinging plant materials. Materials should be complementary to building design; or~~

~~(iii) Earth mounding or berms having a minimum height of three feet and planted with shrubs and trees.~~

~~(c2) In order to protect vision clearances, areas around driveways and other access points are not required to comply with the full screening height standards. The specific horizontal distance exempt from this standard shall be 20 feet.~~

~~(3) Planted areas adjacent to pedestrian walkways and sidewalks shall be maintained, or plant material chosen, to maintain a clear zone so as not to impede safe pedestrian use and vision clearances.~~

~~(4) No parking space shall be located more than 40 feet from a landscaped area;~~

~~(5) All individual planting areas within parking lots shall be planted with at least one tree, be no less than five feet in width and 100 square feet, and shall include shrubs and ground cover. The distribution of plants shall be adequate to ultimately achieve 75 percent ground coverage within three years after planting.~~

~~(6) Landscaped areas shall be protected from vehicle damage by installation of six-inch protective curbing. Wheel stops may be substituted when needed to allow for stormwater runoff.~~

~~(2) Interior Small Parking Lot Landscaping. All parking lots that contain between 10 parking spaces and 20 parking spaces or are between 3,600 square feet and 6,000 square feet shall contain trees in interior parking landscape areas at intervals no greater than 30 feet in planting beds.~~

~~(3) Interior Medium Size Parking Lot Landscaping. All parking lots that contain 20 or more parking spaces or are between 6,000 square feet and 30,000 square feet in area shall have interior parking lot landscaping as follows:~~

~~(a) A minimum of five square feet of landscaped area per 100 square feet of vehicle use area, or fraction thereof; and~~

~~(b) Interior parking lot landscape areas no more than 50 feet apart.~~

~~(4) Interior Large Parking Lot Landscaping. Parking lots larger than 30,000 square feet in area shall have interior parking lot landscaping as follows:~~

~~(a) A minimum of seven square feet of landscaped area per 100 square feet of vehicle use area or fraction thereof.~~

~~(b) Interior parking lot landscape areas shall be no more than 50 feet apart.~~

~~(5) Vehicle Use Area. Vehicle use area shall include driveways.~~

~~(6) Minimum Area. The minimum size of individual planting areas shall be 64 square feet in order to provide a proper plant environment.~~

~~(7) Trees Required. Interior parking landscaped areas shall contain trees in compliance with the following:~~

~~(a) Trees shall only be deciduous trees approved by the designated official.~~

~~(b) Trees shall be a minimum of two-inch caliper at the time of planting.~~

~~(c) Trees are required at a ratio of at least one per 64 square feet of landscaped area or fraction thereof.~~

~~(d) Trees shall have a clear trunk to a height of at least five feet above the ground.~~

~~(e) Trees shall be planted no closer than four feet from pavement edges where vehicles overhang planted areas.~~

~~(8) Shrubs and Ground Cover. Required landscaped areas remaining after tree planting shall be planted in shrubs and/or ground cover. The distribution of plants shall be adequate to ultimately achieve 75 percent ground coverage within three years after planting. Vegetation utilized in low impact development facilities shall count toward these landscaping requirements as approved by the city.~~

to protect public safety, on-site critical areas and associated buffers and to accommodate unique or historical features of the site

~~(H) Deviation. The designated official can allow deviations from subsections (D) through (G) of this section to protect public safety, on-site critical areas and associated buffers and to accommodate unique or historical features of the site subject to the same number of trees and amount of landscaping being provided on or adjacent to the site as otherwise would~~

~~have been provided pursuant to subsections (D) through (G) of this section without a deviation.~~

~~(I) Completion and security for performance and Maintenance maintenance.~~

~~All landscaped areas and plants required by this chapter must be permanently maintained in a healthy growing condition in order to accomplish the purpose for which they were required.~~

~~(1) Shrubs and trees in the landscaping and planting areas shall be maintained in a healthy growing condition during the first ~~three~~ two years after installation;~~

~~(2) Planting beds shall not be located over impervious surfaces;~~

~~(3) All landscaped areas shall be provided with automatic irrigation systems except landscaping on a single-family lot may be irrigated with hose bibs within 75 feet of plantings;~~

~~(4) Dead or dying trees or shrubs shall be replaced within 30 days of notification, or as soon as practical in regard to freezing weather, or complex situations involving the removal and replacement of large trees immediately; and.~~

~~(5) Planting areas, fencing, walls, and all other features used for screening shall be maintained free of noxious weeds and trash on a regular basis.~~

~~(6) Plant material must not interfere with public utilities, restrict pedestrian or vehicular access, or constitute a traffic hazard.~~

~~(7) Planted areas next to pedestrian walkways and sidewalks shall be maintained or plant material chosen to maintain a clear zone between three and eight feet from ground level.~~

[Ord. 974 § 9, 2019; Ord. 960 § 12 (Exh. K), 2018; Ord. 924 § 2 (Exh. A), 2017; Ord. 915 § 8 (Att. D), 2016; Ord. 905 § 1 (Att. A), 2016; Ord. 827 § 17, 2012; Ord. 740 § 1 (Exh. A), 2007.]



CITY OF
GRANITE FALLS

PLANNING COMMISSION AGENDA BILL

Subject: 5.B.

Originating Dept.: Planning Department

Action Recommended: Discussion item only, no action requested.

Approval(s):

Meeting Date: December 9, 2025

Date Submitted:

Exhibit(s):

- 1. PC PRD Memo

Budgeted Amount:

BARS Code:

Summary Statement:

Background:

Recommended Motion:



MEMORANDUM

To: Planning Commission

From: Amy Hess, Planning Director

Date: December 9, 2025

Subject: Introduction of Proposed Updates to the Planned Residential Development (PRD) Code

I. PURPOSE

The purpose of this memorandum is to introduce proposed updates to the Planned Residential Development (PRD) regulations within the Granite Falls Municipal Code. These amendments are intended to strengthen the clarity, predictability, and enforceability of the PRD option, while ensuring that resulting residential development remains consistent with the City's expectations for quality design, neighborhood compatibility, and long-term maintenance.

II. BACKGROUND

The PRD code provides an optional development path intended to promote flexible site design, preservation of natural features, and a range of housing formats. However, the anticipated moratorium lift has demonstrated the need for clearer standards, improved guidance for applicants, and a stronger emphasis on community benefit when deviations from standard zoning provisions are requested.

Staff has evaluated the existing code, practices in comparable small Western Washington jurisdictions, and internal permitting experience. The proposed updates aim to:

- Improve clarity and regulatory consistency
- Strengthen open space and amenity expectations
- Reinforce infrastructure, circulation, and site design standards
- Maintain a conservative approach to development flexibility

- Provide a structured process for limited reductions in lot size and setbacks when justified by superior design

PRD Basics:

	Simplified Standard / Key Points
Where Allowed	Only permitted in the R-9,600 zone; minimum site size 1 acre ; unified ownership required.
Purpose	Allows flexible design, encourages open space, protects natural features, supports creative neighborhood layouts.
Density	Base density = R-9,600 standards. Optional bonus up to 20% (15% for open space/recreation; 5% for innovative design).
Open Space	Minimum 25% net site area as common open space; must be usable; may be dedicated to city or HOA. Covered stormwater vaults may count.
Public Benefits (at least one)	Public amenities (parks, playgrounds), natural resource preservation, superior layout, trails, community facilities, or affordable housing.
Lot & Building Flexibility	Can modify lot sizes/widths if overall design quality is maintained (minimum lot width 50 ft when reduced).
Streets & Circulation	Must follow city standards; emphasize connectivity ; cul-de-sacs discouraged; all streets dedicated as public ROW.
Buffers	30-ft landscaped buffer required between single-family and multi-family areas.
Public Services	Adequate utilities and services must exist or be planned; development cannot degrade service levels.
Site Plan Requirements	Hearing Examiner approval; site plan becomes binding; phases required for multi-year buildouts; final plat within 5 years .

III. SUMMARY OF PROPOSED AMENDMENTS

The proposed amendments will address the following major areas:

1. Purpose and Intent

Revises the purpose statement to emphasize that PRDs must achieve development quality equal to or superior to conventional standards, with enhanced design, resource protection, and neighborhood compatibility.

2. Eligibility and Application Requirements

Clarifies minimum parcel sizes, eligible zoning districts, submittal materials, and thresholds for using the PRD process. Reinforces that PRDs should be pursued only when the applicant can demonstrate meaningful public benefit.

3. Density, Lot Size, and Dimensional Standards

- Quantifies what is required to earn additional density.
- Clarifies density calculations and restrictions on increases beyond the underlying zone.
- Discussion around allowing reduction in lot size/width.

4. Open Space Requirements

Consolidates and clarifies standards for active and passive open space and identifies quantity of required amenities. Ensures that all required areas are functional, centrally located, serve the residents of the development. Clarifies the scale and type of required recreational amenities based on project size. Strengthens standards for ownership, maintenance, and long-term stewardship of common areas.

5. Circulation and Site Layout

Improves internal circulation requirements, including connected street patterns, pedestrian access, emergency access, and block structure. Ensures compliance with City engineering standards.

6. Review and Approval Procedures

Clarifies procedural steps, decision criteria, and post-decision requirements, including plat recording, bonding, and homeowner association responsibilities.

IV. GENERAL APPROACH

The intent of the proposed updates maintain a conservative regulatory framework, but provide clear expectations for open space, design, and process. The overall approach emphasizes:

- Predictable development outcomes
- Protection of neighborhood character
- Responsible infrastructure planning

- Clear, enforceable standards
- Long-term community value

Flexibility is intended to be provided only when it results in a development clearly superior to one that could be achieved under standard zoning.

V. NEXT STEPS

After discussion tonight, staff will provide the draft code language at the next Planning Commission meeting for initial review. Commissioners are encouraged to provide feedback and ideas, including any criteria for setback and lot-size reductions, and provide direction on any desired adjustments.