



ORDINANCE NO. 3319

AN ORDINANCE OF THE CITY OF LYNNWOOD, WASHINGTON,
ESTABLISHING A PARKING MANAGEMENT AND STREET
PARKING PERMIT PROGRAM WITHIN PUBLIC RESIDENTIAL
STREET PARKING AREAS; ADDING A NEW CHAPTER 11.48 TO
THE LYNNWOOD MUNICIPAL CODE; AND PROVIDING FOR
SEVERABILITY, AN EFFECTIVE DATE, AND SUMMARY
PUBLICATION.

WHEREAS, the City of Lynnwood (City) owns and maintains public right-of-way for motor vehicle travel, residential parking, recreational area parking, and business activity parking, among other uses; and

WHEREAS, vehicle parking demand generators, such as multifamily housing developments, businesses, or other facilities, in the City and neighboring jurisdictions may generate parking demand in excess of the parking demand generator's on-site parking supply; and

WHEREAS, public streets with available legal on-street parking near vehicle parking demand generators can become a daily parking location for motor vehicles owned by owners, tenants or patrons of the parking demand generator; and

WHEREAS, in certain areas of the City, off-site parking from parking generators on public streets displaces and often competes with parking of vehicles associated with adjacent land uses, and may block deliveries and obstruct sight distance; and

WHEREAS, the City seeks to manage motor vehicle congestion on public right-of-way through Capital Projects, Incentive Programs, Parking Reduction Policies, and Planning Principles; and

WHEREAS, existing NO PARKING signs on the City public streets apply to adjacent land uses, all types of vehicles, and all owners of vehicles; and

1 WHEREAS, a program for establishing certain portions of City streets as “permit only”
2 restricted parking areas will mitigate the impact that vehicle parking demand generators have
3 on the available parking on those City streets; and
4

5 WHEREAS, the City Council has determined that the provisions of this Ordinance are in
6 the best interest of the public health, safety and general welfare;
7

8 NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF LYNNWOOD, WASHINGTON, DO
9 ORDAIN AS FOLLOWS:
10

11 Section 1. A new Chapter 11.48 is added to the Lynnwood Municipal Code to read as follows:
12

13 **PARKING MANAGEMENT AND**
14 **PERMIT ONLY STREET PARKING PROGRAM**
15

16 **11.48.010 Definitions.**

17 **11.48.020 Permit Only Street Parking Program.**

18 **11.48.030 Qualifying City Block Criteria.**

19 **11.48.040 Administration.**

20 **11.48.050 Enforcement.**
21
22

23 **11.48.010 Definitions.**

24 A. “Parking Generator” means any facility that routinely generates more parking demand than
25 can find space within internal parking, such as, but not limited to, transit centers, apartment
26 complexes, and high schools.

27 B. “City Block” or “City Street Block” means a block of private residential properties that are
28 within the City and meet all criteria in 11.48.030.
29

30 **11.48.020 Permit Only Street Parking Program.**

31 A. Application Process for Permit Only Parking on City Street Block.

32 One or more residents (Residents of Record) of property on a potentially qualifying residential
33 City block, as described in LMC 11.48.030, may request and fill out an application for Permit
34 Only Parking for their City block. Applications are requested from and submitted to the City of
35 Lynnwood Public Works Department Traffic Engineer (Traffic Engineer). Upon receipt of a
36 complete application, the Traffic Engineer shall:

37 1. Verify that a parking problem exists that is caused or contributed to by at least one
38 Parking Generator.

39 2. Verify that the City block meets the criteria of LMC 11.48.030. The Traffic Engineer may
40 obtain additional information, including input from Residents of Record, or managers and
41 tenants of nearby Parking Generators. The Traffic Engineer shall verify the Residents of
42 Record and may request proof of residence at address(es) provided in the application. The

1 Traffic Engineer shall notify the Residents of Record whether or not the City block qualifies
2 for Permit Only Parking. If the City block does not qualify, the application shall be denied.
3 B. Upon determining that the criteria of Paragraph A of this section are met, the Traffic
4 Engineer shall identify the individual residential properties located on the qualifying City block
5 and prepare a packet of materials for distribution by the Residents of Record. The materials
6 shall include the following:
7 1. Letter from the City explaining Lynnwood's Permit Only Parking Program.
8 2. Summary of the City block qualification and proposal to implement exclusive resident
9 Permit Only Parking on the public street, and a list of each affected residential property
10 on the City block.
11 3. One form for each affected residential property on the qualifying City block requesting
12 the current resident or owner to indicate "Agree", "Disagree", or "Non-Participating".
13 4. Forms to submit optional written comments about the proposal and/or to request that
14 the City contact the current resident by a preferred method of correspondence (email,
15 telephone, etc.).
16 C. The Residents of Record shall contact and deliver the materials to each resident on the
17 potentially qualifying City block. Once all forms are completed and returned to the Residents
18 of Record, the Residents of Record must hand deliver the completed forms to the Traffic
19 Engineer at City Hall or send by US Postal Service to: City of Lynnwood Traffic Engineer, P.O.
20 Box 5008, Lynnwood WA 98046-5008.
21 D. The Traffic Engineer shall receive and compile responses with optional comments.
22 1. If contact from the City is requested on a returned form, a City representative shall
23 contact the requester to answer questions.
24 2. If the residents or owner of any property located on the potentially qualifying City block
25 cannot be contacted by the Residents of Record within one month, the Traffic Engineer
26 shall mail the materials to the current owner of the property according to the records of
27 the Snohomish County Assessor's Office.
28 3. The residents or owners of more than fifty percent of the properties on the qualifying
29 City block must agree with the proposal before public parking on the City block will be
30 converted to Permit Only Parking.
31 E. The Traffic Engineer shall notify the residents and owners in writing of the results. If parking
32 is to become permit-only, an estimated schedule for installing Permit Only Parking signs will
33 be included in the notification. The Traffic Engineer's determination shall be final and is not
34 appealable.
35 F. The City shall provide vehicle permits and instructions for allowing vehicles to be parked in
36 Permit Only Parking area(s). Permits will be available at least ten days prior to installation of
37 Permit Only Parking signs on the qualifying City block.

38
39 **11.48.030 Qualifying City Block Criteria.**

40 A. All private properties on at least one side of a public street City block (existing intersection
41 to existing intersection or numeric street grid as approved by the Traffic Engineer) share a
42 common boundary with the City right-of-way where parking of motor vehicles is currently
43 allowed;

- 1 B. At least one Parking Generator is located nearby, and the City can verify the parking impact
2 from the Parking Generator on the proposed City block;
3 C. Parking Management Program(s) at Parking Generator(s) have been attempted and failed
4 or are not available due to jurisdictional boundaries; and
5 D. Cul-de-sacs and similar residential street terminations that have all street parking
6 prohibited for fire access requirements may not qualify, as determined by the Traffic Engineer.
7

8 **11.48.040 Administration.**

9 A. Permit Only Parking Signs. After a City block is qualified for Permit Only Parking and all of
10 the requirements of LMC 11.48.020 have been met, the Traffic Engineer or the Traffic
11 Engineer's designee shall determine the type and placement of Permit Only Parking signs on
12 the City block. Dimensions, color, wording, height, and mounting method of signs shall comply
13 with the current Lynnwood Public Works standards and policies for regulatory signs. Permit
14 Only Parking signs shall be consistent within a qualified City block, but, may be different from
15 block to block.

16 B. Resident Parking Permits. Residents (owner or tenant) of each private property on a
17 qualified City block may receive or renew vehicle parking permits each year for every vehicle
18 registered in the state of Washington to the resident's address on the Permit Only Parking City
19 block. Residents must present a current Washington State vehicle registration document with
20 the required address at time of permit request. The permit shall be in the form of a sticker or
21 placard, as determined by the City, which shall be mounted or placed in a specific location on
22 or inside the currently registered vehicle. Permit media may change from year to year and
23 may be replaced with electronic registration matching vehicle license plates to addresses in
24 qualifying City blocks.

25 C. Guest Parking Permits. One guest parking permit per year per address on a qualified City
26 block may be received or renewed annually. The guest parking permit must be securely
27 displayed in a specific location on the guest vehicle according to instructions printed on the
28 guest parking permit for the duration of the time that the guest vehicle is parked on the Permit
29 Parking Only City block. Guest vehicle license plate and name of guest or vehicle owner may
30 require registration in the City parking records.

31 D. Lost or Stolen Permits. Protection of resident or guest parking permits are the sole
32 responsibility of the resident to which each permit is registered. A lost or stolen permit will
33 be replaced upon payment of a fee to be established in LMC 3.104.120.

34 E. Parking Permit Database. Subject to state and federal privacy laws and regulations, the
35 City shall establish an electronic database to enter, track, and update addresses, vehicles,
36 vehicle owner names, vehicle license plates, effective/expiration dates, and issued permits to
37 administer the Permit Only Parking program.

38 F. Parking Permit Fees. Fees and annual renewal costs for parking permits may be established
39 in LMC 3.104.120 with information from applicable City departments.
40

41 **11.48.050 Revocation or suspension of Permit Parking Program.**

42 A. The Traffic Engineer may revoke or suspend a Permit Parking Program when the program
43 causes a danger to pedestrian or vehicular travel, or,

1 B. Upon another vote, as described in 11.48.020, of the residents of the city block where the
2 program has been put in place, where the majority of the residents prefer to discontinue the
3 program.
4

5 **11.48.060 Enforcement.**

6 A. The provisions of this Chapter shall be enforced by authorized Washington State Law
7 Enforcement Agencies.

8 It shall be a traffic infraction to park a vehicle in a Permit Only Parking restricted area on a City
9 street without a valid permit. The penalty for such infraction shall be \$30.00, and vehicles
10 parked in Permit Only Parking restricted areas without a valid permit shall be subject to towing
11 and impound in accordance with City code and state law.

12 B. All state and local parking codes apply within the residential Permit Only Parking areas.

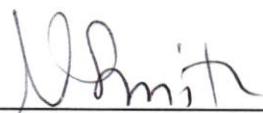
13 C. Vehicles legally parked on private properties within residential Permit Only Parking areas
14 are not required to have permits.
15

16 Section 2. Severability. If any section, subsection, sentence, clause, phrase or word of this
17 Ordinance should be held to be invalid or unconstitutional by a court of competent
18 jurisdiction, such invalidity or unconstitutionality therefore, shall not affect the validity or
19 constitutionality of any other section, subsection, sentence, clause, phrase or word of this
20 Ordinance.
21

22 Section 3. Publication and Effective Date. This Ordinance or a summary thereof consisting of
23 the title shall be published in the official newspaper of the City and shall take effect and be in
24 full force five (5) days after publication.
25

26 PASSED BY THE CITY COUNCIL the 10th day of December 2018.
27


28 APPROVED:

29 
30 _____
31 Nicola Smith, Mayor
32
33

34 ATTEST/AUTHENTICATED:

35 
36 _____
37 Sonja Springer, Finance Director
38
39
40

41 APPROVED AS TO FORM:

42 
43 _____
44 Rosemary Larson, City Attorney

41 PASSED BY THE CITY COUNCIL: 12/10/2018
42 PUBLISHED: 12/13/2018
43 EFFECTIVE DATE: 12/18/2018
44 ORDINANCE NUMBER: 3319



On the 10th of December 2018 the City Council of the City of Lynnwood, Washington, passed ordinance 3319. A summary of the content of this ordinance, consisting of the title, provides as follows:

ORDINANCE NO. 3319

AN ORDINANCE OF THE CITY OF LYNNWOOD, WASHINGTON, ESTABLISHING A PARKING MANAGEMENT AND STREET PARKING PERMIT PROGRAM WITHIN PUBLIC RESIDENTIAL STREET PARKING AREAS; ADDING A NEW CHAPTER 11.48 TO THE LYNNWOOD MUNICIPAL CODE; AND PROVIDING FOR SEVERABILITY, AN EFFECTIVE DATE, AND SUMMARY PUBLICATION.

The full text of this ordinance will be mailed upon request.

DATED this 13th day of December 2018.



Debbie Karber, Deputy City Clerk

Everett Daily Herald

Affidavit of Publication

State of Washington }

County of Snohomish } ss

Dicy Sheppard being first duly sworn, upon oath deposes and says: that he/she is the legal representative of the Everett Daily Herald a daily newspaper. The said newspaper is a legal newspaper by order of the superior court in the county in which it is published and is now and has been for more than six months prior to the date of the first publication of the Notice hereinafter referred to, published in the English language continually as a daily newspaper in Snohomish County, Washington and is and always has been printed in whole or part in the Everett Daily Herald and is of general circulation in said County, and is a legal newspaper, in accordance with the Chapter 99 of the Laws of 1921, as amended by Chapter 213, Laws of 1941, and approved as a legal newspaper by order of the Superior Court of Snohomish County, State of Washington, by order dated June 16, 1941, and that the annexed is a true copy of EDH837871 ORD 3318-3323 as it was published in the regular and entire issue of said paper and not as a supplement form thereof for a period of 1 issue(s), such publication commencing on 12/13/2018 and ending on 12/13/2018 and that said newspaper was regularly distributed to its subscribers during all of said period.

The amount of the fee for such publication is \$87.04.

Dicy Sheppard

Subscribed and sworn before me on this

13 day of December
2018

Aubrey Knapp

Notary Public in and for the State of Washington.

City of Lynnwood - LEGAL ADS | 14127890
DEBBIE KARBEL

LYNNWOOD
WASHINGTON

CITY OF LYNNWOOD

On the 10th day of December 2018 the City Council of the City of Lynnwood, Washington, passed ordinances 3318, 3319, 3320, 3321, 3322 and 3323. A summary of the content of these ordinances, consisting of the title, provides as follows:

ORDINANCE 3318
AN ORDINANCE OF THE CITY OF LYNNWOOD, WASHINGTON, ADOPTING A PERIODIC UPDATE OF THE LYNNWOOD SHORELINE MASTER PROGRAM TO REFLECT UPDATES TO STATE LAW AND THE WASHINGTON ADMINISTRATIVE CODE; AMENDING LMC 17.20.005; AUTHORIZING THE MAYOR TO TRANSMIT THE SHORELINE MASTER PROGRAM TO BE REVIEWED AND APPROVED BY THE WASHINGTON STATE DEPARTMENT OF ECOLOGY; AND PROVIDING FOR SEVERABILITY, AN EFFECTIVE DATE, AND SUMMARY PUBLICATION.

ORDINANCE 3319
AN ORDINANCE OF THE CITY OF LYNNWOOD, WASHINGTON, ESTABLISHING A PARKING MANAGEMENT AND STREET PARKING PERMIT PROGRAM WITHIN PUBLIC RESIDENTIAL STREET PARKING AREAS; ADDING A NEW CHAPTER 11.48 TO THE LYNNWOOD MUNICIPAL CODE; AND PROVIDING FOR SEVERABILITY, AN EFFECTIVE DATE, AND SUMMARY PUBLICATION.

ORDINANCE 3320
AN ORDINANCE OF THE CITY OF LYNNWOOD, WASHINGTON, ADOPTING AMENDMENTS TO THE 2017-2018 BIENNIAL BUDGET; PROVIDING FOR TRANSMITTAL OF THE AMENDED BUDGET TO THE STATE; AND PROVIDING FOR SEVERABILITY, AN EFFECTIVE DATE AND SUMMARY PUBLICATION.

ORDINANCE 3321
AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LYNNWOOD, WASHINGTON, RELATING TO THE FEE SCHEDULE, AMENDING LMC 3.104.220, AND LMC 3.104.230, AND PROVIDING FOR AN EFFECTIVE DATE, SEVERABILITY AND SUMMARY PUBLICATION.

ORDINANCE 3322
AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LYNNWOOD, WASHINGTON, RELATING TO CLASSIFICATION OF CITY EMPLOYEE POSITIONS; AMENDING EXHIBIT A TO ORDINANCE NUMBER 3314; AND PROVIDING FOR SEVERABILITY, AN EFFECTIVE DATE, AND SUMMARY PUBLICATION.

ORDINANCE 3323
AN ORDINANCE OF THE CITY OF LYNNWOOD, WASHINGTON, RELATING TO THE LICENSING AND REGULATION OF BUSINESSES; ADDING A NEW SECTION 5.04.050 TO THE LYNNWOOD MUNICIPAL CODE; AMENDING SECTIONS 5.06.010 AND 5.06.020 OF THE LYNNWOOD MUNICIPAL CODE; AND PROVIDING FOR SEVERABILITY, AN EFFECTIVE DATE, AND SUMMARY PUBLICATION.

The full text of these ordinances will be mailed upon request.
DATED this 13th day of December 2018.
Published: December 13, 2018. Debbie Karber, Deputy City Clerk
EDH837871

AUBREY KNAPP
Notary Public
State of Washington
My Commission Expires
July 30, 2022



CERTIFICATE

I, the undersigned, Debra Karber, the duly appointed Deputy City Clerk of the City of Lynnwood, Washington, hereby certify that the Ordinance hereto attached is a full, true and correct copy of Ordinance No. 3319 of the City of Lynnwood, Washington, entitled as follows:

ORDINANCE NO. 3319

AN ORDINANCE OF THE CITY OF LYNNWOOD, WASHINGTON, ESTABLISHING A PARKING MANAGEMENT AND STREET PARKING PERMIT PROGRAM WITHIN PUBLIC RESIDENTIAL STREET PARKING AREAS; ADDING A NEW CHAPTER 11.48 TO THE LYNNWOOD MUNICIPAL CODE; AND PROVIDING FOR SEVERABILITY, AN EFFECTIVE DATE, AND SUMMARY PUBLICATION.

That said ordinance was passed by the Council on December 10, 2018 of said City and was published and posted according to law; that said ordinance was duly published in the official newspaper of said City on December 13, 2018.

A handwritten signature in blue ink, reading 'D. Karber', is written over a horizontal line.

Debra Karber, Deputy City Clerk