



Sed **Exhibit F**
to the Hearing Examiner
Staff Report

CONDITIONAL USE PERMIT APPLICATION

This supplemental CUP description has been updated by lining-out text no longer applicable and underlining new text. This maintains the original intended plan for direct comparison to the updated plan.

DATE STAMP: **Received via Email**
7/2/2020
File #2020-032

APPLICATION NUMBER: _____

Pre-application File #: 2019-407

Pre-application date: 11/27/2019

Section 1 – Applicant Information

Applicant Name: Lance Campbell DBA Skagit Self Storage

Applicant Address: 1320 East Moore Street Sedro-Woolley, WA 98284

Applicant Phone: _____ Cell#: 360-630-4497 Fax#: _____

Applicant email: skagitstoragedragon@gmail.com

Owner: Lance Campbell

Owner Address: 1320 East Moore Street Sedro-Woolley, WA 98284

Section 2 – Project Information

Location: 1320 East Moore Street Sedro-Woolley, WA 98284

Assessor's Parcel number(s): 133765 Zoning Classification: Mixed Commercial

Describe existing use at the location and proposed use/land-use action: Subject property is a grass pasture and does not support any uses nor activities. The proposed land-use is for a mini-storage facility as a northerly expansion of the existing Skagit Self Storage facility.

Zoning Designation: Mixed Commercial Flood zone: None

Total site size in acres: 5.00 ac Critical Areas by type and acres: No critical areas onsite

Describe existing conditions on and adjacent to site: The subject property exists as 5.00 acres of level pasture grass condition. Adjacent uses comprise the following: West – Single family residential development zoned R-7 accessed by Carter Street. East – Single family residential development mobile home park zoned R-7 accessed by Carriage Court. North – presently undeveloped field condition zoned R-7 currently being designed to support single family residential development, accessed from McGarigle Road. South – Property zoned Mixed Commercial that is partially developed as an existing mini-storage facility. Refer to the accompanying Aerial Photo exhibit representing the surrounding uses and zonings.

In reviewing a conditional use permit request, the Hearing Examiner must consider the following criteria specified in Section 17.56.060 of the Sedro-Woolley Municipal Code. Use extra sheets if needed:

1. How does the proposed use conform to the Comprehensive Plan for the City of Sedro-Woolley?

The subject property is zoned Mixed Commercial, which promotes retail and commercial businesses along corridors, such as Highway 20 in the case of this project. The proposed mini-storage facility does not front directly on Highway 20 as represented on the plans accompanying this application. The opportunity for medium to high density residential development is beneficial to the City. Medium to higher densities, and also multi-family development, can also be a restriction in not being able to provide ample storage for common household products, and larger materials such as boats and recreational vehicles. The proposed mini-storage herein is an expansion of an existing mini-storage facility. The location of this proposed mini-storage does not consume valuable street-frontage slated for retail and commercial businesses. The visibility of this site location is also buffered by Mixed Commercial lots along the northerly side of Highway 20. Per the City's Comprehensive Plan for Mixed Commercial, Mixed Commercial development is intended to allow a compatible mixture of retail, commercial, office uses, general services, light manufacturing and residential development at selected locations. The proposal herein provides a general service that does not necessarily need high exposure as would retail and commercial. A mini-storage is more of a destination business in that customers have likely already decided they need a storage unit or are in route to the facility. Due to the orientation of Highway 20, the positioning of this facility is setback approximately 200-600 feet from the center of Highway 20, which provides a needed service on property that may otherwise be more difficult to develop with retail or commercial because of its location and lack of visibility.

2. Is the proposed use compatible with the surrounding area, this is, causes no unreasonable adverse impacts on other properties in the immediate vicinity? (If yes, please explain how the use is compatible. If no, explain how any impacts might be mitigated). The proposed use of the subject property as an expansion of an adjoining mini-storage facility is very compatible with existing and intended surrounding uses. Mini-storage uses and activities are very peaceful, generally not having any significant quantity of vehicles, nor generating any constant and loud noises. The site development does not create an obtrusive visual effect, nonetheless, as required by City codes, the Mini-Storage facility is responsible for providing a minimum 20-foot-wide building set back to R-7 zoned properties. Landscape screening is required on all property perimeters adjacent to any type of residential development. Without a screening fence, a 30 foot wide landscaped screen is required however, with fencing the landscape screening can be reduced to a 15 foot width. For this proposal, a minimum 20 foot wide building set back has been applied and perimeter landscape screening will mostly be 20-30 feet wide between the blank wall of the mini-storage building and the adjacent property line. There are small perimeter landscape areas as wide as 50', however none are less than 20'. No smells or odors are generated by the Mini-storage use.

3. Is the proposed development or use well planned in all respects so as to be an asset to the community? Yes. The City of Sedro-Woolley and surrounding communities are economically strong and stable, supporting a considerable amount of new residential development. Mini-storage facilities serve a need for residents in the City and from nearby communities to have a safe location where they can store household items that are not needed. This Mini-storage facility is slated to serve common family products, and has also been designed to provide larger rental units for recreational vehicles, boats, and larger materials that one may not want to store at their home, or possibly as directed by C,C & Rs, cannot be stored where they live. Even though the City and surrounding economies are relatively stable in light of the pandemic, providing more cost-effective storage units(smaller) may be more beneficial to customers. This self storage expansion has a well-planned balance of small, medium, & large units. Even though the City and surrounding economies are relatively stable in light of the pandemic, providing this range of unit sizes allows our customers to best match their storage needs and budget.

4. Other applications or variances being applied for as part of project:
This Conditional Use Permit, CUP, is accompanied by a SEPA for an environment evaluation of not only the proposed project, but to also address the fact that the overall project will trigger SEPA due primarily to the gross square footage of the proposed buildings, the quantity of native soils excavated and removed from the site, as well as the quantity of structural fill materials imported to the site for its development. A Fill & Grade permit will also be applied for from the City. A Notice of Intent to DOE for a project of this size is generally required, however due to the fact that all storm water runoff will be managed onsite, and there is no potential for onsite runoff waters to be discharged offsite, a Notice of Intent is not required for this project.

Please attach the following:

- Site plan - see site plan instructions.
- Written comments from City from Pre-Application meeting.
- Current title report (within 6 months of application).

- State Environmental Policy Act (SEPA) checklist (if required).
- Three sets of pre-addressed, postage-paid envelopes. See mailing procedure.
- Fees based on current fee schedule.
- The terms and conditions of covenants and agreements regarding the intended development

- Written confirmation that the property owner is aware and supportive of proposed use.

Site Plan Requirements: A scale drawing containing the following:

- Name of property owner, north arrow, scale
- All property lines, easements and their dimensions
- Adjacent streets and rights-of-way
- Circulation for vehicles and pedestrians
- Parking
- Location, size and shape of buildings existing and proposed
- Location of wells, creeks, lakes, rivers, waterfront, dikes, drainage ditches
- Location and dimensions of sewage systems
- Dimension and depth of any fill on the site
- Topography at appropriate contour intervals
- Structures on adjacent property (approximate location)
- Significant trees: Trees over 6" diameter at a point 5 feet above the ground. Stormwater facilities (may be part of separate stormwater report)

Section 3 – Signature

Application is hereby made for a CONDITIONAL USE PERMIT concerning the above stated activity. I certify that I am familiar with the information contained in this application, and that to the best of my knowledge and belief, such information is true, complete, and accurate. I further certify that I possess the authority to undertake the proposed activities. I hereby grant to the officials of the City of Sedro-Woolley the right to enter the above-described location to inspect the proposed or completed work.

Printed Name: Lance Campbell

Signature: _____ Date: _____

Section 4 – Procedure

Conditional Uses are not allowed outright, but may or may not be permitted in a given zone depending upon whether the proper conditions exist. They are also conditional in the sense that conditions may be attached to approval of such permits. Conditional use permits, as with all zoning regulations, go with the land. All aspects of the application, including site plans and design of signs and other improvements, are considered binding.

Whereas the bulk restrictions and lot size requirements of the particular zone shall generally apply to conditional uses, the City may impose greater or lesser bulk restrictions and lot size requirements as determined through the conditional use permit process.

Application Procedure:

1. Pre-application meeting. All applicants are required to first attend a pre-application meeting with the Planning Department and other appropriate staff in order to discuss the proposal. This meeting is held to assist the applicant understand the conditional use permit process.
2. After the pre-application meeting, submit a conditional use permit application, required documents, completed SEPA checklist (if required) and fee.
3. Application will be reviewed for completeness. Incomplete applications must be resubmitted with the requested information. The applicant must provide:
 - A. Names and addresses of property owners and residents within 500 feet of the site,
 - B. Current (past 6 months) title report,
 - C. Two (2) sets of pre-addressed, postage-paid envelopes,
 - D. A map showing the surrounding properties, and
 - E. An affidavit stating it is a true and correct list of names and addresses. **(List of names must be obtained from the County Assessor's Office.)**
4. The City reviews the completed SEPA checklist, makes a threshold determination, and determines any necessary mitigation.
5. After completion of environmental review, the Planning Department schedules a hearing before the Hearing Examiner and provides the required public notice.
6. Planning Department submits to the official newspaper (Skagit Valley Herald) a copy of Notice of Public Hearing and notifies owners of property and residents within 500 feet of the subject site a minimum of 15 days prior to the public hearing.
7. At the public hearing, the Planning Department presents the staff report and the applicant makes his/her presentation. The hearing is then opened to the general public for testimony. Within 10 working days of the hearing, the Hearing Examiner makes a decision on whether to approve, approve with conditions, or deny the application.
8. The decision of the Hearing Examiner is final unless appealed to the City Council within fourteen (14) days of the date of the decision or the date of publication of the decision, if required.

Conditional use permits shall become void if substantial progress toward construction of improvements is not made within two years or if the use has not commenced within five years, which periods may be extended by the Hearing Examiner

City of Sedro-Woolley
Mailing Procedure

1. Obtain a list of names and addresses of **residents and property owners** within 500 feet of the edge of the subject property. In determining the outside edge, include all other adjacent property owned by the applicant. The source of the names and addresses must be the Skagit County Assessor's records.
2. Obtain a map showing the subject property, the 500 foot radius, and all properties on the mailing list. This is available at the Assessor's office.
3. Prepare 2 sets of postage-paid envelopes using these lists.
4. Prepare additional envelopes for residents of the property if the owner does not live on site. If the name of the resident is unknown, address the envelope to "resident".
Example: Resident, 123 State St., Sedro-Woolley, WA. 98284.
5. Fill out the affidavit below and have it notarized.
6. Bring the list, postage-paid addressed envelopes, map, and notarized affidavit to the city Planning Department.

AFFIDAVIT OF CORRECT NAMES AND ADDRESSES

I, John Ravnik, do hereby certify
Affiant

That the attached list of property owners, addresses and parcel numbers for the proposed project, Skagit Self Storage,
Name of proposed project

Is a true and correct copy provided for me by the Skagit County Assessor's Office for land within 500 feet of the property lines of P 133765.
Site parcel number

Signed: _____

Date: ____/____/____

Subscribed and sworn to before me on this _____ day of _____, 20____.

Print Name: _____

Notary for the State of Washington,

Residing at _____

My Commission expires: _____

Supplemental Building Description Skagit Self Storage Facility Conditional Use Permit

Sedro-Woolley File #2020-032

~~Submitted: February 24, 2020~~

Updated July 1, 2020

This Supplemental Building Description has been updated by lining-out text no longer applicable and underlining new text. This maintains the original intended plan for direct comparison to the updated plan.

Within this proposed expansion of the existing Skagit Self Storage facility, a total of 9 10, fully-enclosed, single-story buildings are proposed on 5 acres. Each building contains a series of rentable self-storage units that vary in size from 5' x 5' up to 14' 12' x 45' 40'. As noted on the submitted site plan, the buildings are referenced as J, K, L, M, N, P, Q, R, ~~and S,~~ and T. The configuration of unit sizes is based on the applicant's experience in operating the adjacent self-storage facility. There is the potential of minor changes in unit sizes once the final building design has been completed.

Typically, units smaller than 10' x 20' are too small for a vehicle, and are generally used for standard storage, notwithstanding small recreational equipment such as a motorcycle or snowmobile. The larger units are available to accommodate larger components, such as a car, motor home, trailer, or boat. These larger units are also very convenient for a variety of people in the community, such as military personnel leaving on deployment, or homeowners in transition after selling their house and in need of a larger storage unit to accommodate lots of personal belongings and furniture.

Per the manufacturer, a common self-storage building roof-slope is 1:12, or 2:12. Preliminarily, larger units having a door height sufficient for a motor home can have a peak height on the order of 20 feet with a 1:12 pitch, and upwards of 24 feet if a 2:12 pitch is incorporated in the building design. Smaller units, even with a 2:12 pitch, are typically no taller than approximately 18 feet. Each half of the gable roof buildings will share a common peak height. Smaller buildings may utilize a continuous shed roof design, rather than a gable.

Prior to this project's initial submittal to the City in February 2020, many different combinations of building size, height, and layout were considered. Due to the current health pandemic and looming economic struggle, the quantity of large storage units have been reduced and reconfigured into smaller units. The overall project area of 5 acres is the same. The internal components have been revised to the following.

Project Area = 5 acres (217,800 SF)

Overall Project = 7.87 acres (124,932 SF + 217,800 SF)

	<u>Original Submittal</u>	<u>Updated Submittal</u>
<u>Quantity of Buildings</u>	<u>9</u>	<u>10</u>
<u>Quantity of Storage units</u>	<u>324</u>	<u>446</u>
<u>Building Footprint coverage</u>	<u>95,119 SF (43.67%)</u>	<u>89,429 SF (41.06%)</u>
<u>Average Unit Size</u>	<u>293.6 SF</u>	<u>200.5 SF</u>
<u>Impervious Drive Surface</u>	<u>89,309 SF</u>	<u>92,315 SF</u>
<u>Total Impervious Cover</u>	<u>184,428 SF (84.67%)</u>	<u>181,744 SF (83.44%)</u>
<u>Landscape in 5 ac</u>	<u>33,310 SF (15.29%)</u>	<u>36,056 SF (16.55%)</u>
<u>Landscape Overall (7.87 ac)</u>	<u>49,758 SF (14.52%)</u>	<u>51,723 SF (15.09%)</u>

The original submittal caused the existing mini-storage area to lose some existing landscape area, whereas the proposed mini-storage exceeded the City's minimum 15% requirement landscape requirement. During the processing of this CUP, the City clarified that the overall project must provide the City's minimum 15% landscape requirement. Part of updating this project to address economic concerns and anticipated community needs included meeting the City's overall landscape requirement of not less than 15%.