



## **LAKEWOOD CITY COUNCIL STUDY SESSION AGENDA**

Monday, November 27, 2023

7:00 P.M.

City of Lakewood  
Council Chambers  
6000 Main Street SW  
Lakewood, WA 98499

Residents can virtually attend City Council meetings by watching them live on the city's YouTube channel:

<https://www.youtube.com/user/cityoflakewoodwa>

Those who do not have access to YouTube can call in to listen by telephone via Zoom: Dial +1(253) 215-8782 and enter meeting ID: 868 7263 2373

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Page No. 1

### **CALL TO ORDER**

### **ITEMS FOR DISCUSSION:**

- (3) 1. Joint Youth Council meeting. – (Workplan)
- (5) 2. Review of Lakewood Municipal Code 1.20 related to the City logo and Seal. – (Memorandum)
- (16) 3. Review of City Parking Policies and Regulations in Anticipation of implementing Middle Housing and ADU Requirements and 2044 Growth Targets. – (Memorandum)
- (82) 4. Prosecution Services Update. – (Memorandum)

### **ITEMS TENTATIVELY SCHEDULED FOR DECEMBER 4, 2023 REGULAR CITY COUNCIL MEETING:**

- 1. Youth Council Report. – *Alli Laska, Jhoselyn Valenzuela Mendez, Siddhartha Pant and Bentley Wester, Youth Councilmembers*
- 2. Clover Park School District Report. – *Carole Jacobs, Board Vice President*

*Persons requesting special accommodations or language interpreters should contact the City Clerk, 253-983-7705, as soon as possible in advance of the Council meeting so that an attempt to provide the special accommodations can be made.*

3. Authorizing the execution of an interlocal agreement with the Washington State Department of Transportation for the Olympic Region Traffic Management Center Communications Services. – (Motion – Consent Agenda)
4. Authorizing the execution of an amendment to the agreement with Heritage Bank Northwest for banking services. – (Motion – Consent Agenda)
5. Authorizing the execution of an amendment to the agreement with Systems for Public Safety for fleet maintenance services. – (Motion – Consent Agenda)
6. Authorizing the award of a construction contract for the Pine Street from 84<sup>th</sup> Street to 83<sup>rd</sup> Street project. – (Motion – Consent Agenda)
7. Authorizing an amendment to the BERK Consulting services contract related to the 2024 Comprehensive Plan Periodic Review and reallocating ARPA funds for the expansion of the Comprehensive Plan Supplemental Environmental Impact Statement. – (Motion – Consent Agenda)
8. Appointing Planning Commission members. – (Motion – Consent Agenda)
9. Appointing Landmarks and Heritage Advisory Board members. – (Motion – Consent Agenda)
10. Adopting the 2023-2024 Mid-Biennial Budget Adjustment. – (Ordinance – Regular Agenda)

## **REPORTS BY THE CITY MANAGER**

## **CITY COUNCIL COMMENTS**

## **ADJOURNMENT**

*Persons requesting special accommodations or language interpreters should contact the City Clerk, 253-983-7705, as soon as possible in advance of the Council meeting so that an attempt to provide the special accommodations can be made.*

# City of Lakewood Youth Council

## WORK PLAN AND SIGNIFICANT ACCOMPLISHMENTS

### Members:

Chair: Angel Calderon Ramirez Co-Chair: Chase Washington Kimberly Estrada Violet Johnson Jhoselyn Valenzuela Mendez Kaitlyn Miller Ariana Melo Lui Oewjan Alexandra Corona-Hernandez Alexis Lynn Alvin Nyonjo Ava Qualls Bentley Webster Bridget Holbrook	Jaqueline Rodreiguez Leal Jhoselyn Valenzuela Mendez Kasia King Katherine Kaiser Launa Nieto-Johnson Lincoln Estrada Perez Lucille Asadi McLaughlin Nevaeh Tutt Reinida Benavente Ruffaro Guzha Shilo Alamillo Shyniece Peters Siddhartha Pant Irie Hankle
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### Council Liaison:

Councilmembers Patti Belle & Trestin Lauricella

### City Staff Support:

Shannon Bennett, Human Services Coordinator

### Meeting Schedule:

First and second Monday of Each Month at 4:45pm / Present to Council at 7:00pm

**Overview:** The role of the Youth Council is to convey to the Lakewood City Council issues having city-wide impact to youth. Members are responsible for a monthly report to City Council and may participate on a variety of city committees, study groups and task forces.

**Year-End Summary:** The Youth Council hosted three roundtable discussions. Topics included youth homelessness, climate change and policing. They also hosted their annual youth summit which focused on youth mental health. The event included a guest speaker, a vendor expo, fun games and activities and was well attended by Clover Park grades 7-12 students. Angel Calderon Ramirez and Chase Washington were sponsored by the Rotary to attend the 2023 World Affairs Seminar in Waukesha Wisconsin. Brandon Elliot received the CFQCA and University of Washington Presidential Scholar college scholarships.

### Accomplishments:

Date	Topic(s)
1/9/23	Regular Meeting: <ul style="list-style-type: none"> <li>Participated in Air Quality Presentation and Discussion with Puget Sound Clean Air Agency</li> </ul>
2/6/23	Regular Meeting: <ul style="list-style-type: none"> <li>Received presentation for Lion's Club Crab Feed volunteer opportunity from Dave O'Keefe</li> <li>Participated in mental health and drug prevention discussion with Lakewood's CHOICE</li> </ul>
3/6/23	Regular Meeting: <ul style="list-style-type: none"> <li>Participated in City of Lakewood Social Media Discussion with Brynn Grimley and Derek Gibson</li> </ul>
4/1/23	Regular Meeting:

	<ul style="list-style-type: none"> <li>• Presentation of Economic Development Strategy Plan &amp; Discussion</li> <li>• Youth Mental Health First Aid discussion with Boys &amp; Girls Club staff</li> </ul>
5/1/23	Regular Meeting: <ul style="list-style-type: none"> <li>• Finalized format and discussion points for May 18th Policing Roundtable</li> <li>• Created Video content for May 18th roundtable discussion and June 5th City Council YC members recognition.</li> </ul>
5/9/2023	Hosted Climate Change roundtable discussion
5/18/2023	Hosted Policing roundtable discussion
6/5/23	Regular Meeting: <ul style="list-style-type: none"> <li>• Finalized June 10<sup>th</sup> Youth Summit registrations and duties</li> <li>• Began marketing 2023/2024 Youth Council application availability</li> <li>• Received recognition and certificates from City Council</li> </ul>
6/10/23	Hosted 2023 Youth Summit <ul style="list-style-type: none"> <li>• Vendor Expo</li> <li>• Guest speaker</li> </ul>

**(Current Year) Work Plan:**

8/05/2023	Youth Council Kick-Off Event
9/05/2023	Regular Meeting First Meeting / Introductions / Purpose of the Board / Meeting Expectations
9/18/2023	Regular Meeting: <ul style="list-style-type: none"> <li>• Assigned sub-committee members.</li> <li>• Elected Angel Calderon Ramirez as Chair and Chase Washington as Vice-Chair.</li> <li>• Assigned City Advisory Board and Committee student liaisons.</li> <li>• Chose forest green as this year's T-shirt color.</li> </ul>
10/02/2023	Regular Meeting: <ul style="list-style-type: none"> <li>• Participated with Career Team in Youth Workforce Development discussion.</li> </ul>
10/14/2023	Volunteered for Truck and Tractor Day
10/16/2023	Regular Meeting: <ul style="list-style-type: none"> <li>• Began Planning for 2024 Youth Summit</li> <li>• Subcommittee working groups</li> </ul>
11/06/2023/	Regular Meeting: <ul style="list-style-type: none"> <li>• Confirmed May 27<sup>th</sup> as date for annual youth summit</li> <li>• Confirmed Harrison Prep as location for youth summit</li> <li>• Subcommittee working groups</li> </ul>
11/20/2023	Regular Meeting: <ul style="list-style-type: none"> <li>• Determined Dec 9th Holiday Parade Volunteer Assignments</li> <li>• Announced Springbrook Secret Santa Plans</li> <li>• Justice and Safety subcommittee met with Asst. Police Chief John Unfred and Asst. Principal Venetia Willis-Holbrook about rise in youth violence and methods for youth to work with LPD</li> <li>• Subcommittee working groups</li> </ul>
12/04/2023	<ul style="list-style-type: none"> <li>• Regular Meeting:</li> <li>• Create year-end goals video content</li> <li>• Create video content for December 16<sup>th</sup> Fun Run Dash</li> </ul>
12/09/2023	Volunteer at Holiday Lights event
12/18/2023	Holiday Pot-Luck and White elephant gift exchange
12/20/2023	Present Springbrook youth with Secret Santa gifts



**TO:** Mayor and City Council

**FROM:** Brynn Grimley, Communications Manager

**THROUGH:** John J. Caulfield, City Manager

**DATE:** November 27, 2023

**SUBJECT:** Lakewood Municipal Code 1.20

**ATTACHMENTS:** Attachment A: List of cities; Attachment B: Past ordinances

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A city's logo serves as a symbol of a community's identity and values. It represents the city's heritage, culture, and aspirations. A logo is widely used in various official documents, publications and signage.

Currently [Lakewood Municipal Code Chapter 1.20](#) outlines appropriate use of the city's logo and official seal. This chapter includes a historic logo section, formal adoption of the city's logo and seal, its use for official purposes, restrictions on its use and outlines violations around misuse of the logo.

A look at other Washington cities shows the majority do not include language in code about logos.

Twenty-four cities were included in the review, as well as Pierce County. The cities span the Interstate 5 corridor from Mill Creek to Vancouver (*see Appendix A for the full list of cities*). East of the mountains the cities of Kennewick and Spokane were also reviewed.

Of the cities researched, 21 do not include a logo in their municipal code. Three cities, Auburn, University Place and Buckley, include language about a logo in code. Pierce County and Tacoma only lists the official seal in code. Vancouver identifies how the logo can be used, but does not have a section formally adopting a specific logo.

Of the cities that include a logo in code, the sections included are similar to Lakewood Municipal Code. However, Lakewood is the only city to identify a "primary" and "secondary" logo.

Below are a list of reasons for and against including a logo in code:

#### **Benefits**

- **Consistency:** Defining a city logo in code outlines its significance, creates a unified identity and establishes protocol for how it should be used.

- **Protection:** Formal inclusion within municipal code provides added protection against unauthorized or inappropriate use of the city logo.

## Challenges

- **Flexibility and Adaptability:** Enshrining the city logo in municipal code restricts flexibility to adapt to changing times. This includes potential updates or alterations to the city's visual representation.
- **Redundancy:** The City of Lakewood maintains copyright status on its logos with the Secretary of State's Office. Logo usage guidelines are outlined in the city's brand guide. Inclusion in city code could lead to administrative challenges and complications in the event of necessary modifications.

## Background

The City of Lakewood adopted Ordinance 65 in March 1996, shortly after incorporation. The ordinance formally adopted the city logo and seal.

In April 2012 the city amended the code with Ordinance 547. This established "historic logo" and "primary" and "secondary" logo classifications. It also specified the logo and emblem colors, identifying their unique color combinations in RGB, CMYK and Pantone.

Four months later, in August 2012, Ordinance 549 passed. This ordinance updated code to remove the unique color combinations, citing the establishment of an "internal style guide."

Currently Lakewood Municipal Code identifies three logos:

- The "primary" logo is the city emblem depicting Mt. Rainier, trees and water with a white band around the outside. Inside the band "City of Lakewood" is written at the top with "1996" at the bottom.
- The "secondary" logo includes the emblem as described, with the words "City of Lakewood" to its right in a combination of thin and bold text.
- The third logo identified is the standalone emblem.

## Recommendation

It is recommended the City Council allow versatility and flexibility in the city's use of its logos so they can be used interchangeably, based on the medium where they will be applied, i.e. print, digital, promotional, etc. No code update is recommended.



## Appendix A

The following 25 jurisdictions were reviewed to see whether their code includes a section on the official logo. Only three cities list the logo in code. Others either list nothing, or identify the official seal and how it can be used.

Auburn ([Chapter 1.12 City Seal and Logo](#))  
Bonney Lake  
Bremerton  
Buckley ([Chapter 1.36 CITY FLAG POLICIES](#))  
DuPont  
Fife  
Gig Harbor  
Kennewick  
Kent  
Lacey  
Lynnwood  
Mill Creek  
Mountlake Terrace  
Olympia  
Orting  
Pierce County ([Ch. 1.08 Official Seal](#))  
Puyallup  
Richland  
Sammamish  
Seattle  
Shoreline  
Spokane  
Tacoma ([Title 1 - Administration and Personnel](#))  
University Place [Chapter 1.05 CITY LOGO](#)  
Vancouver (Limits around use of logo: [Ch. 5.17 Special Events Permitting](#))

## Ordinance No. 00065

[Council Minutes 96/03/18](#)

### ORDINANCE NO. 65

#### ORDINANCE NO. 65

AN ORDINANCE of the City Council of the City of Lakewood, Washington, adopting a City Logo and Seal, and prohibited and penalizing improper or unauthorized use thereof.

WHEREAS, the City of Lakewood just concluded a community based search for concepts and designs for a City Logo and Seal; and

WHEREAS, after considering and reviewing the many fine designs and concepts submitted, the City Council selected the design concept for the City's Logo and Seal from among those submitted; and

WHEREAS, in connection with the City's selection and use, it is appropriate that the City formally adopt the ultimate design for its Logo and Seal and provide protections for the City's interest in this Logo as well as limitations on use by others.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF LAKEWOOD, WASHINGTON, DO ORDAIN as Follows:

Section 1. That the City Council finds that the Logo and Seal of the City, as set forth herein below, are symbols of the authority and jurisdiction of the City, and as such, are valuable assets of the City and its citizens. The City Council desires to insure that only appropriate uses are made of the City's Logo and Seal.

Section 2. The City hereby adopts the symbol depicted below as the City Logo for the City of Lakewood:





The City Logo depicted above is a stylized portrayal of the City's lakes and forests/trees, with Mt. Rainier depicted in the background. The words "City of Lakewood" whether in the style set forth above or in another style, are integrated into the design.

Section 3. The City adopts the symbol depicted below as the City Seal.



The City Seal depicted above incorporates the image of the City's Logo, with the words City of Lakewood, WA, and the year of incorporation, 1996 integrated into the design.

Section 4. The City Logo and Seal shall be used for official purposes only, or as authorized by the City Council.

Section 5. Use of the City Logo and Seal shall be restricted as follows:

(A) Except as authorized by the City or as otherwise provided by law, the City Logo and Seal shall not be used on or in connection with any advertisement or promotion for any product, business, organization, service or article, whether offered for sale, for profit or offered without charge.

(B) No persons shall use a symbol that imitates the City Logo or Seal or that is deceptively similar in appearance to the City Logo or Seal.

Section 6. Any person who willfully violates this Ordinance is guilty of a misdemeanor and is subject to punishment as set forth in the City's penalty provisions for such violations. The City's right to prosecute under this section shall not affect its rights to pursue civil or injunctive relief under federal or state laws, or any other relief available under the law.

Section 7. If any provision of this Ordinance or its application to any person or circumstance is held invalid, the remainder of the Ordinance or its application to other persons or circumstances shall not be affected.

Section 8. This Ordinance shall be in full force and effect five (5) days after publication of the Ordinance Summary.

ADOPTED by the City Council this 18th day of March, 1996.

CITY OF LAKEWOOD

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Bill Harrison, Mayor

Attest:

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Alice M. Bush, CMC, City Clerk

Approved as to Form:

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Daniel B. Heid, City Attorney

## Ordinance No. 00547

[CITY COUNCIL MEETING MINUTES OF APRIL 16, 2012](#)

### ORDINANCE NO. 547

AN ORDINANCE of the City Council of the City of Lakewood, Washington amending Lakewood Municipal Code (LMC) Chapter 1.20 "City Logo and Seal."

WHEREAS, the City of Lakewood has a logo that is used to identify, brand and market the City; and

WHEREAS, the City of Lakewood will benefit from updating and unifying its logo;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF LAKEWOOD, WASHINGTON DO ORDAIN as follows:

Section 1. Lakewood Municipal Code (LMC) Chapter 1.20 "City Logo and Seal" is hereby amended as follows:

#### **01.20.000 - City Logo and Seal**

Chapter 1.20  
City Logo and Seal

Sections:

1.20.010 Policy.

1.20.020 Historic Logo.

1.20.025 Adoption of Logo.

1.20.030 Adoption of Seal.

1.20.040 Use for Official Purposes.

1.20.050 Restrictions on Use.

1.20.060 Violation.

#### **01.20.010 - Policy**

The City Council finds that the Logo and Seal of the City, as set forth herein below, are symbols of the authority and jurisdiction of the City, and as such, are valuable assets of the City and its citizens. The City Council desires to insure that only appropriate uses are made of the City's Logo and Seal. (Ord. 547 § 1 part, 2012; Ord. 65 § 1, 1996.)

#### **01.20.020 - Historic Logo**

The City hereby recognizes the symbol depicted below as the Historic City Logo for the City of Lakewood:



The Historic City Logo depicted above is a stylized portrayal of the City's lakes and forests/trees, with Mt. Rainier depicted in the background. The words "City of Lakewood" whether in the style set forth above or in another style, are integrated into the design.

The Historic City Logo is retired upon effective date of section 01.20.25.

(Ord. 547 § 1 part, 2012; Ord. 65 § 2, 1996.)

#### **01.20.025 – Adoption of Logo**

A. Primary Logo. The City hereby adopts the symbol depicted below as the primary City Logo for the City of Lakewood:

B. The primary City Logo depicted above is a stylized portrayal of the City's lakes and forests/trees, with Mt. Rainier depicted in the background. The words City of Lakewood, WA, and the year of incorporation, 1996 are integrated into the design.

C. Secondary Logo. The City hereby adopts the symbol depicted below as the secondary City Logo for the City of Lakewood:

D. The secondary City Logo depicted above is a stylized portrayal of the City's lakes and forests/trees, with Mt. Rainier depicted in the background. The words City of Lakewood, WA are integrated into the design.

E. Emblem Logo. The City hereby adopts the symbol depicted below as the City emblem logo for the City of Lakewood:

F. The emblem logo depicted above is a stylized portrayal of the City's lakes and forests/trees, with Mt. Rainier depicted in the background.

H. Official Logo/Emblem Colors. The official colors for the above primary, secondary and emblem logos are as follows:

(blue) Pantone 2945, RGB 0, 105, 170, CMYK 92, 58, 6, 1

(green) Pantone 370, RGB 93, 151, 50, CMYK 69, 20, 100, 4

Black RGB 0, 0, 0, CMYK 0, 0, 0, 100

(Ord. 547 § 1 part, 2012)

#### **01.20.030 - Adoption of Seal**

The City adopts the symbol depicted below as the City Seal.

The City Seal depicted above incorporates the image of the City's Logo, with the words City of Lakewood, WA, and the year of

incorporation, 1996 integrated into the design. (Ord. 547 § 1 part, 2012; Ord. 65 § 3, 1996.)

**01.20.040 - Use for Official Purposes**

The City Logos and Seal shall be used for official purposes only, or as authorized by the City Council. (Ord. 547 § 1 part, 2012; Ord. 65 § 4, 1996.)

**01.20.050 - Restrictions on Use**

Use of the City Logos and Seal shall be restricted as follows:

A. Except as authorized by the City or as otherwise provided by law, the City Logos and Seal shall not be used on or in connection with any advertisement or promotion for any product, business, organization, service or article, whether offered for sale, for profit or offered without charge.

B. No persons shall use a symbol that imitates the City Logos or Seal or that is deceptively similar in appearance to the City Logos or Seal.

(Ord. 547 § 1 part, 2012; Ord. 65 § 5, 1996.)

**01.20.060 - Violation**

Any person who willfully violates this Ordinance is guilty of a misdemeanor and is subject to punishment as set forth in the City's penalty provisions for such violations. The City's right to prosecute under this section shall not affect its rights to pursue civil or injunctive relief under federal or state laws, or any other relief available under the law. (Ord. 547 § 1 part, 2012; Ord. 65 § 6, 1996.)

Section 2. Effective Date. That this Ordinance shall be in full force and effect thirty (30) days after publication of the Ordinance Summary.

PASSED by the City Council this \_\_\_\_\_ day of \_\_\_\_\_, 2012.

CITY OF LAKEWOOD

Douglas G. Richardson, Mayor

Attest:

\_\_\_\_\_  
Alice M. Bush, MMC, City Clerk

Approved as to form:

\_\_\_\_\_  
Heidi Ann Wachter, City Attorney

Douglas

# Ordinance No. 00549

## CITY COUNCIL MEETING MINUTES OF AUGUST 6, 2012

### ORDINANCE NO. 549

AN ORDINANCE of the City Council of the City of Lakewood, Washington amending Section 1.20.025 of the Lakewood Municipal Code (LMC) relative to the "City Logo and Seal."

WHEREAS, the City of Lakewood has a logo that is used to identify, brand and market the City; and

WHEREAS, the City of Lakewood is in the process of finalizing an internal style guide which includes the logo colors/pantones;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF LAKEWOOD, WASHINGTON DO ORDAIN as follows:

Section 1. Lakewood Municipal Code (LMC) Section 1.20.025 of the "City Logo and Seal" is hereby amended as follows:

#### **01.20.025 - Adoption of Logo**

A. Primary Logo. The City hereby adopts the symbol depicted below as the primary City Logo for the City of Lakewood:

The primary City Logo depicted above is a stylized portrayal of the City's lakes and forests/trees, with Mt. Rainier depicted in the background. The words City of Lakewood, WA, and the year of incorporation, 1996, are integrated into the design.

B. Secondary Logo. The City hereby adopts the symbol depicted below as the secondary City Logo for the City of Lakewood:

The secondary City Logo depicted above is a stylized portrayal of the City's lakes and forests/trees, with Mt. Rainier depicted in the background. The words City of Lakewood are integrated into the design.

C. Emblem Logo. The City hereby adopts the symbol depicted below as the City emblem logo for the City of Lakewood:

The emblem logo depicted above is a stylized portrayal of the City's lakes and forests/trees, with Mt. Rainier depicted in the background.

~~D. Official Logo/Emblem Colors. The official colors for the above primary, secondary and emblem logos are as follows:~~

~~(blue) Pantone 2945, RGB 0, 105, 170, CMYK 92, 58, 6, 1~~

~~(green) Pantone 370, RGB 93, 151, 50, CMYK 69, 20, 100, 4~~

~~Black RGB 0, 0, 0, CMYK 0, 0, 0, 100~~

(Ord. 547 § 1 part, 2012)

Section 2. Effective Date. That this Ordinance shall be in full force and effect five (5) days after publication of the Ordinance Summary.

PASSED by the City Council this \_\_\_\_\_ day of \_\_\_\_\_, 2012.

CITY OF LAKEWOOD

\_\_\_\_\_  
Douglas G. Richardson, Mayor

Attest:

\_\_\_\_\_  
Alice M. Bush, MMC, City Clerk

Approved as to form:

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Heidi Ann Wachter, City Attorney



## Appendix C: City of Lakewood Logos and Seal

1.20.020 - Historic Logo



01.20.025 - Adoption of Logo

### Primary Logo



### Secondary Logo



### Emblem



01.20.030 – Adoption of Seal





TO: City Council

FROM: Tiffany Speir, Long Range & Strategic Planning Manager

THROUGH: John Caulfield, City Manager *John E. Caulfield*

DATE: November 27, 2023

SUBJECT: Review of City Parking Policies and Regulations in Anticipation of implementing Middle Housing and ADU Requirements and 2044 Growth Targets

ATTACHMENTS: Compilation of Comprehensive Plan Parking Policies (**Attachment A**); Parking Development Regulations (**Attachment B**); Lakewood Street Design Plans (**Attachment C**)

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#### **BACKGROUND**

The City of Lakewood has a number of policies regarding parking in the current Comprehensive Plan, adopted over time. These vary in focus and direction, from limiting parking per transportation demand management (TDM) strategies to directing that the City work to expand parking opportunities at Sound Transit facilities. On-street parking is currently allowed under certain circumstances in the Downtown and Station District Subareas. Policies are included in **Attachment A**.

Parking is currently regulated under LMC Chapter 18A.80 as well as under the Downtown Subarea code (LMC Chapter 18B.600) and Station District Subarea code (LMC Chapter 18C.600.) These regulations are included in **Attachment B**.

The State Legislature's adoption of E2SHB 1110 (re "Middle Housing") and EHB 1337 (re Accessory Dwelling Units (ADUs)) in 2023 will result in increased housing density in the City's Residential 1 through 4 zones over time. The two bills also restrict what Lakewood can require and/or regulate for middle housing and ADU parking.

Lakewood must comply with both the Middle Housing and ADU density changes by June 30, 2025. The City is incorporating these changes into the 2024 Comprehensive Plan Periodic Review rather than address them separately just 6 months later.

#### **PURPOSE OF MEMORANDUM**

Lakewood's current planning policies and code do not allow on-street parking in residential areas; they only allow off-street/on-site parking. In addition, when the City pursues motorized and non-motorized infrastructure grants, it currently does not include on-street parking in its funding requests for any street type.

This memorandum summarizes the Planning Commission's preliminary thoughts regarding on-street parking in residential areas as well as other background information for the City Council. The memorandum is provided now as a preparation for further discussion during the 2024 Comprehensive Plan Periodic Review next year.



## RECOMMENDATION

It is recommended, as part of the 2024 Comprehensive Plan Periodic Review, that the City Council consider whether the City's current parking policies and transportation improvement projects should be changed to allow on-street parking in residential areas in anticipation of the impacts that future City housing growth and the new middle housing and ADU density requirements will have on the City's residential streets.

## DISCUSSION

The Planning Commission recently held two study sessions about the City's current parking policies, regulations, and funding. The questions below were the focus of their high level discussions.

- **Should Lakewood allow residential on-street parking?**
  - If not, how should the City plan to address increased parking pressures in areas of residential infill over time?
  - If so, where?
    - Residential areas?
    - Mixed Use areas?
    - Commercial areas?
    - Elsewhere?
  - If so, should on-street parking be publicly or privately owned and maintained?
  - If so, how should on-street parking construction be funded?
    - Public funds?
    - Private funds?
    - Some combination?
  - If so, how should on-street parking maintenance be funded?
    - Public funds
    - Private funds
    - Some combination?
  - If so, how should on-street parking code enforcement be funded?
    - Public funds
    - Private funds
    - Some combination?

The Planning Commission's initial thoughts are summarized below. These will be revisited and refined into a recommendation to the City Council in late spring 2024 as part of the larger Comprehensive Plan Periodic Review package:

- allow on street parking in residential areas;
- consider adopting street designs in residential areas with less than 60 feet ROW that allow for on street parking and emergency access but are not necessarily the same design as streets with 60+ feet ROW;

- ensure that delivery vehicles can travel through residential areas where on-street parking may be allowed;
- expand shared parking programs and options;
- require public and private investment in residential on-street parking;
- establish funding for residential and commercial on-street parking (e.g., parking permits, parking meters, and/or code enforcement fees); and
- regularly revisit parking policies and regulations (e.g., every 2 years) to ensure they are requiring and allowing the City's desired outcomes.

### **Lakewood's Current Standard Road Design Plans and Approach to Parking**

Lakewood's current standard plans for Local Streets (residential) require a minimum of 50 feet with underground utilities and 60 feet with surface utilities. This includes sidewalks on both sides and a clear zone buffer; it generally does not include on-street/off-site parking. The City's street design plans are included in **Attachment C**.

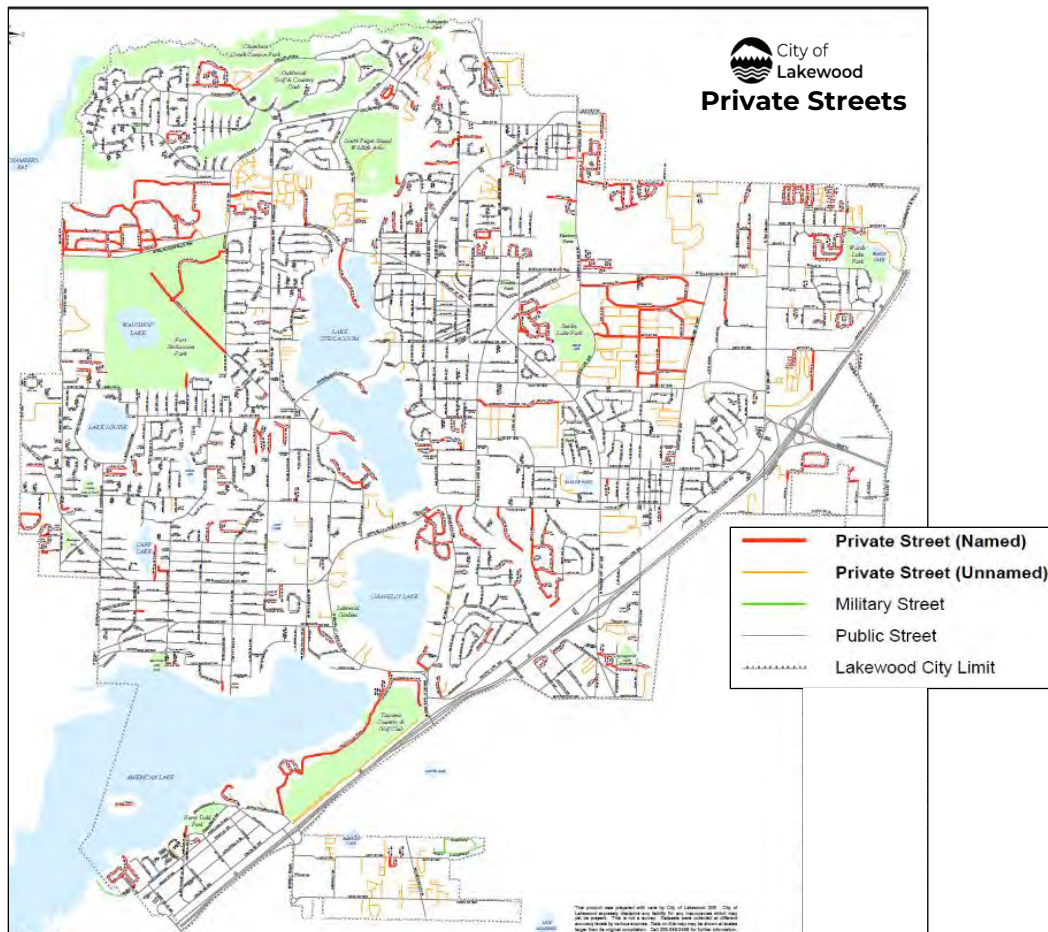
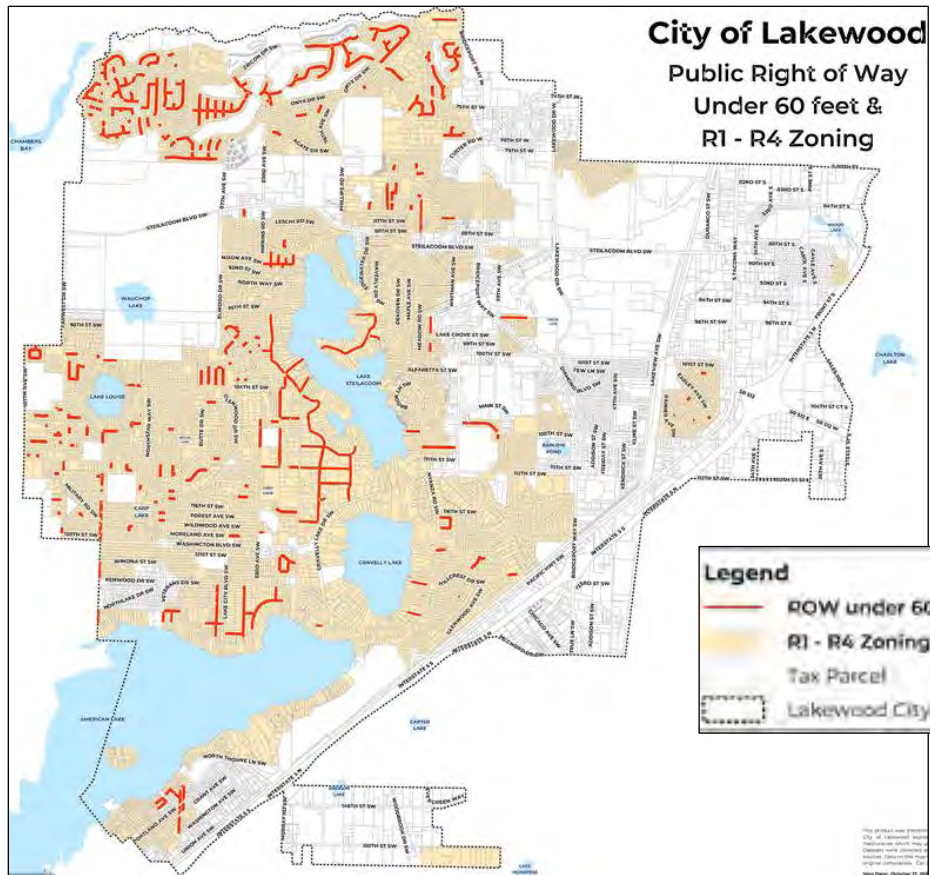
### **Summary of current Lakewood Parking Requirements in Residential Areas**

	<b>Residential Parking Criteria</b>	<b>On-Site?</b>	<b>Off-Site?</b>	<b>On-Street?</b>	<b>Parking Incentives / Reductions / Alternatives</b>
<b>Citywide</b> (LMC Chapter 18A.60)	<ul style="list-style-type: none"> <li>- ID'd per dwelling unit for SF, Duplex, MF, Mobile Homes, and per every 3 senior citizen apartment.</li> <li>- ID'd per occupant for rooming houses, lodging houses, bachelor or efficiency units.</li> </ul>	Y	N	N	<ul style="list-style-type: none"> <li>- Joint use of required parking spaces may be permitted where two (2) or more uses on the same site or separate sites in close proximity to one another are able to share the same parking spaces because their parking usage does not materially overlap.</li> <li>- Affordable housing built under LMC 18A.90 shall have parking space requirements shall be calculated employing any available modifications under 18A.90.060.</li> <li>- Off-site shared parking allowed per CED Director's discretion.</li> <li>- On-street parking credit may be approved by PWE Director where adjacent roads are designed for on-street parking and approved by the Public Works Director. (Note – this has not been approved to date.)</li> </ul>
<b>Downtown Subarea</b> (LMC 18B.600)	<ul style="list-style-type: none"> <li>- ID'd per dwelling unit</li> </ul>	Y	Maybe	Maybe	<ul style="list-style-type: none"> <li>- The City may approve up to a 50% reduction of required parking for any parking stalls that will be open and available to the public. On-street parking may be considered for the reduction; any new on-street parking provided will be</li> </ul>

					<p>counted toward the required parking availability.</p> <ul style="list-style-type: none"> <li>- Reduction possible due to shared use parking analysis for mixed-use buildings and sites that demonstrates that the anticipated peak parking demand will be less than the sum of the off-street parking requirements for specific land uses.</li> <li>- Reduction possible if it is demonstrated that anticipated parking demand will be less than the minimum parking required, or greater than the maximum allowed, based on collecting local parking data for similar land uses on a typical day for a minimum of eight hours.</li> <li>- Parking shall be located behind the building or in a structure except in locations where the parking frontage type is permitted.</li> <li>- Shared parking is encouraged to support a walkable and pedestrian-oriented CBD where people can park once and visit multiple destinations. Off-site shared parking may be authorized per the standards in Chapter <a href="#">18A.80 LMC</a>.</li> </ul>
<b>Station District Subarea</b> (LMC 18C.600)	<ul style="list-style-type: none"> <li>- ID'd per dwelling unit and per ADU unit.</li> <li>- At least 10% of the total parking spaces must be set aside for unreserved guest parking)</li> </ul>	Y	Maybe	Maybe	<p>The amount of required parking may be reduced or eliminated, or increased above the maximum, based on a site-specific parking study that demonstrates one (1) or more of the following:</p> <ul style="list-style-type: none"> <li>- Reduction Due to Shared Parking at Mixed-Use Sites and Buildings.</li> <li>- Reduction Due to Public Parking Availability. The City may approve up to a 50% reduction in the amount of required parking for any parking stalls that will be open and available to the public.</li> <li>- Reduction Due to Lower Parking Demand or Increase Based on Greater Parking Demand.</li> <li>- Reduction within ¼ mile of Sounder Station: an applicant may apply for an exception</li> </ul>

					<p>allowing minimum parking requirements to be reduced at least to one (1) parking space per bedroom or three-quarters (0.75) space per unit, as justified through a parking study prepared to the satisfaction of the Community Development Director or their designee:</p> <ul style="list-style-type: none"> <li>a. Housing units that are affordable to very low-income or extremely low-income individuals;</li> <li>b. Housing units that are specifically for seniors or people with disabilities;</li> <li>c. Market rate multifamily housing.</li> </ul> <p>- Credit for Tree Preservation. For every significant tree and/or heritage tree preserved within the property, the required number of parking spaces may be reduced by ½ spaces, provided the total reduction does not exceed 5% of the total required parking spaces, when combined with all parking incentive credits.</p> <p>- In determining whether to grant a parking reduction, the CED Director may also consider if the project is proposed in an area with a lack of access to street parking capacity, physical space impediments, or other reasons supported by evidence that would make on-street parking infeasible for the unit.</p>
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Included below are maps of the public streets in the R1-R4 zones with less than 60 feet of Right of Way (ROW) and of the private streets, some of which may have ROWs of less than 60 feet.



## Summary of Lakewood 2044 Housing Growth Targets

Lakewood has to plan for **9,378 new housing units** plus **574 new emergency housing units** by 2044, and under state law, some units have to be **affordable** to people at all percentages of the Pierce County's area median income (AMI), which is about 20% higher than Lakewood's AMI:

Permanent Housing Needs by % of Pierce County Area Median Income (AMI)									
	Total	0-30%		30-50%	50-80%	80-100%	100-120%	120%+	Emergency Units***
		PSH*	Non-PSH						
'20 Estimate	26,999	588	101	4,565	11,699	4,347	2,250	3,449	8
'44 Allocation	<b>9,378</b>	<b>1,212</b>	<b>1,367</b>	<b>1,739</b>	<b>1,375</b>	<b>592</b>	<b>536</b>	<b>2,287</b>	<b>574</b>

\*PSH = Permanent Supportive Housing

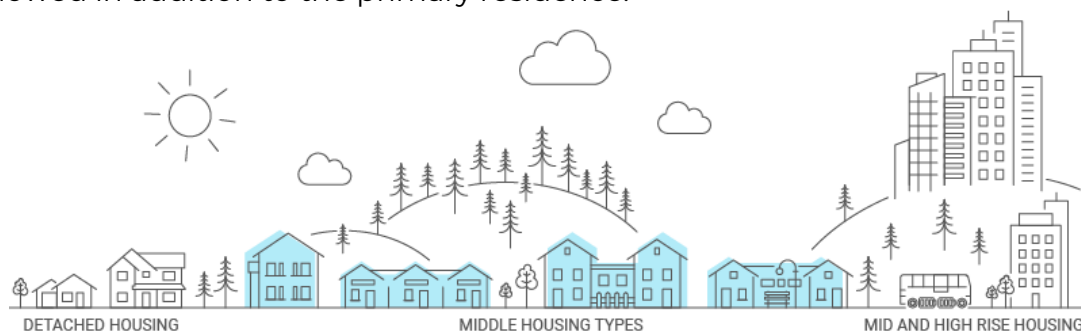
Lakewood adopted housing targets for both the Downtown and Station District Subareas. The City will need to update these targets to include calculations of housing units by AMI along with the rest of the City during the 2024 Periodic Review.

	2044 Growth Target	ID'd for DSAP by 2035**	ID'd for LSDS by 2035**	Elsewhere in City	Emergency Units
<b>Housing Units**</b>	9,378	2,257 (24%)	1,722 (18%)	5,399 (58%)	574
<b>Jobs</b>	9,863	7,359 (75%)	1,276 (13%)	1,228 (12%)	-

If Lakewood finds it doesn't have enough capacity for lower income housing needs, it will need to add more zoning capacity for higher density housing types in the residential zones as part of the 2024 Comprehensive Plan Periodic Review.

## Summary of Housing Densification under Middle Housing and ADUs Bills

Lakewood must authorize at least **2 or 4 middle housing units** on all lots zoned predominately for residential use and greater than 1,000 square feet, based on proximity to "major transit stops." The map on the following page depicts the City's initial analysis of where 2 units (yellow areas) or 4 units (orange areas) per lot must be allowed in addition to the primary residence.

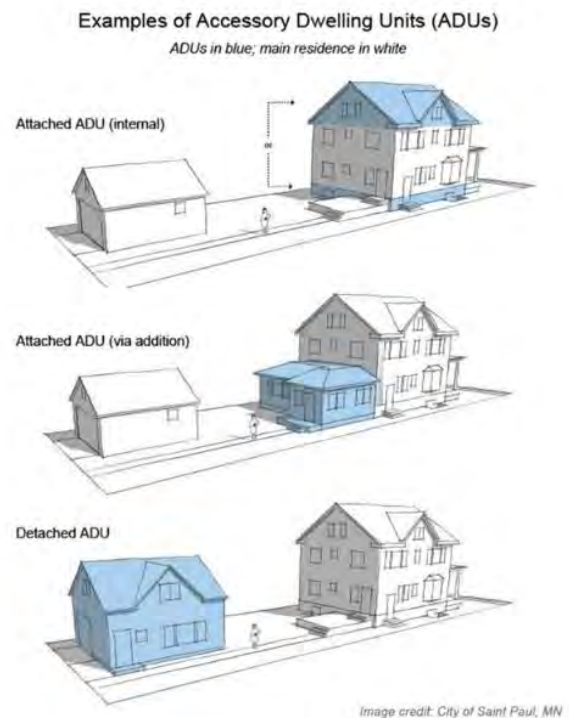


Source: WA Department of Commerce



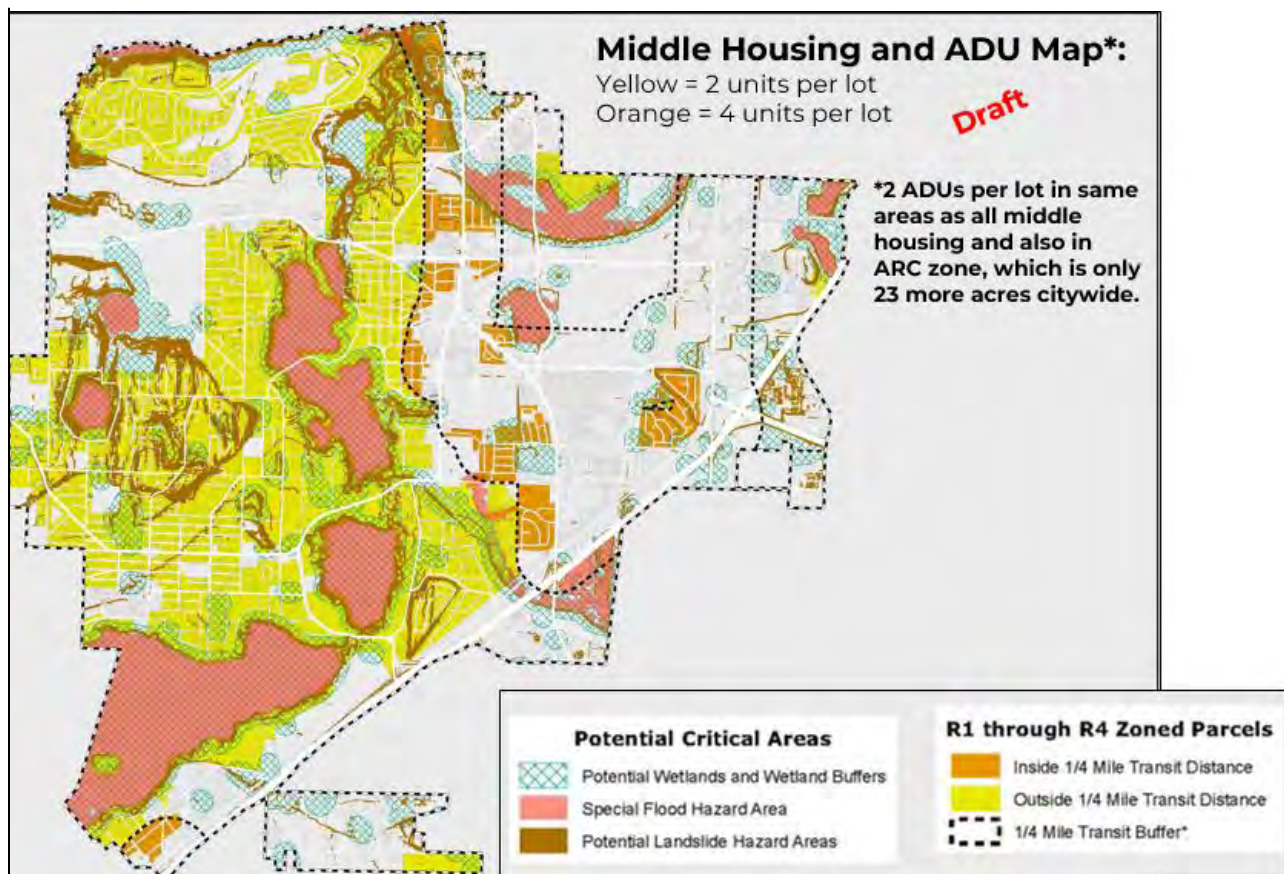
Middle housing" is defined as buildings that "contain two or more attached, stacked, or clustered homes, including duplexes, triplexes, fourplexes, fiveplexes, sixplexes, townhouses, stacked flats, courtyard apartments, and cottage housing."

Lakewood must also allow **at least 2 ADUs** (attached, detached, or a mix thereof) on all lots that meet the minimum lot size in each zone that allows for single-family homes (both the yellow and orange areas on the map below.)



#### Summary of Middle Housing and ADU Unit Distribution under new State Laws

Middle Housing Units and ADUs	How many per lot?
Middle Housing* Basic Rule	<b>2</b> units/lot in <u>SF areas</u> (R1-R4 zones)
Middle Housing ¼ Mile from Major Transit Stop	<b>4</b> units/lot in <u>SF areas</u> (R1-R4 zones)
Middle Housing if 1+ unit affordable	<b>4</b> units/lot wherever base rule applies in <u>SF areas</u> (R1-R4 zones)
Middle Housing in non-sewered areas	<b>2</b> units/lot in <u>SF areas</u> until either the landowner or local government provides sewer service or demonstrates a sewer system will serve the development at the time of construction. (R1-R4 zones)
Accessory Dwelling Units (ADUs)	<b>2</b> ADUs on all lots that meet the minimum lot size in <u>each zone that allows for single-family homes</u> (R1-R4, ARC zones)



### Middle Housing and ADU Parking Restrictions per State Law

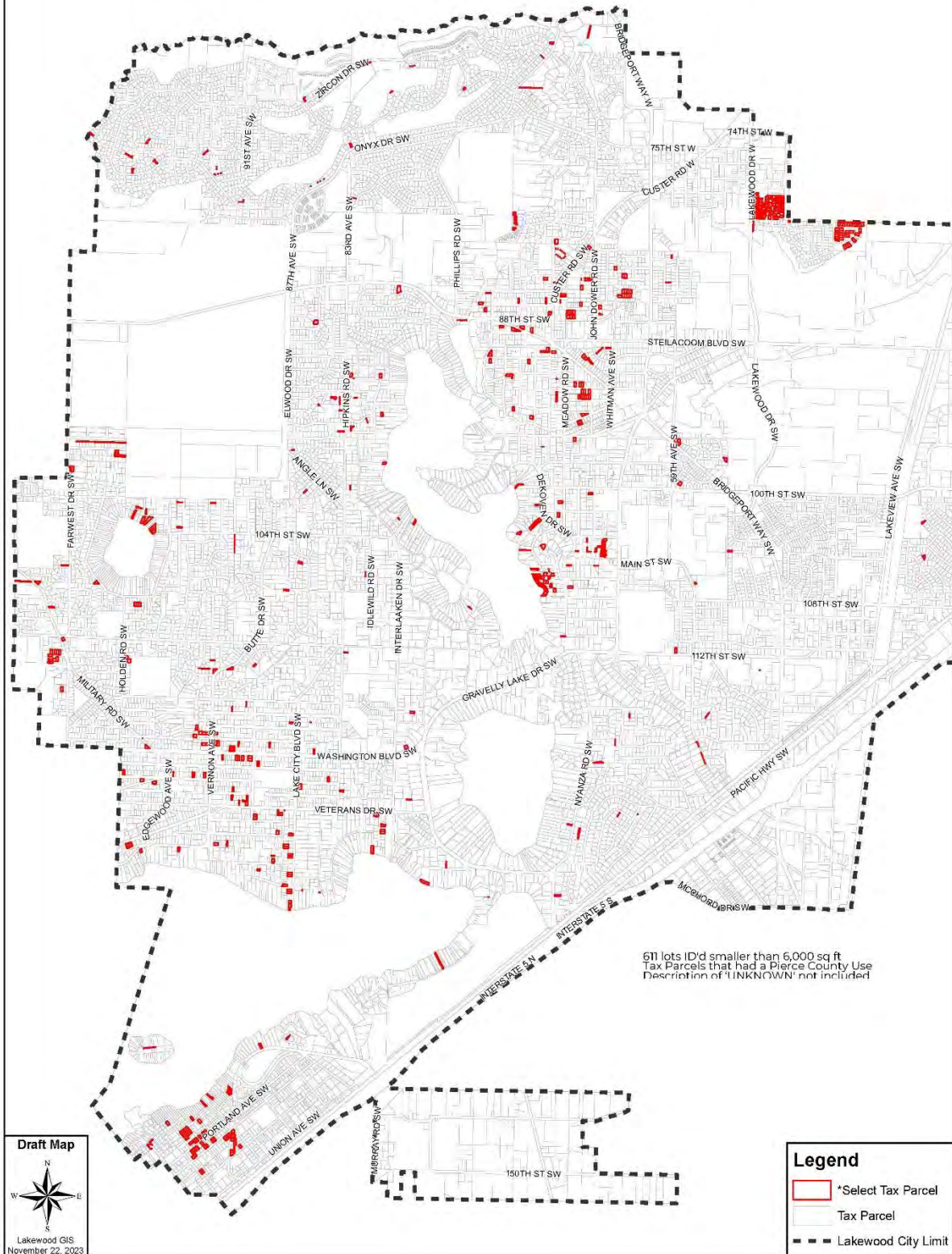
Lakewood may not:

- require more than 1 off-street/on-site parking space per unit for middle housing or ADUs on lots smaller than 6,000 sq.ft.\*; or
- require more than 2 off-street/on-site parking spaces per unit for middle housing or ADUs on lots greater than 6,000 sq.ft.
- require public street improvements as a permitting condition of ADUs; or
- require off-street/on-site parking as a permitting condition for middle housing or ADUs  $\frac{1}{2}$  mile or less from a Major Transit Stop.

\*There are an estimated 611 residential lots located throughout the City smaller than 6,000 sq.ft. The following map depicts these lots.

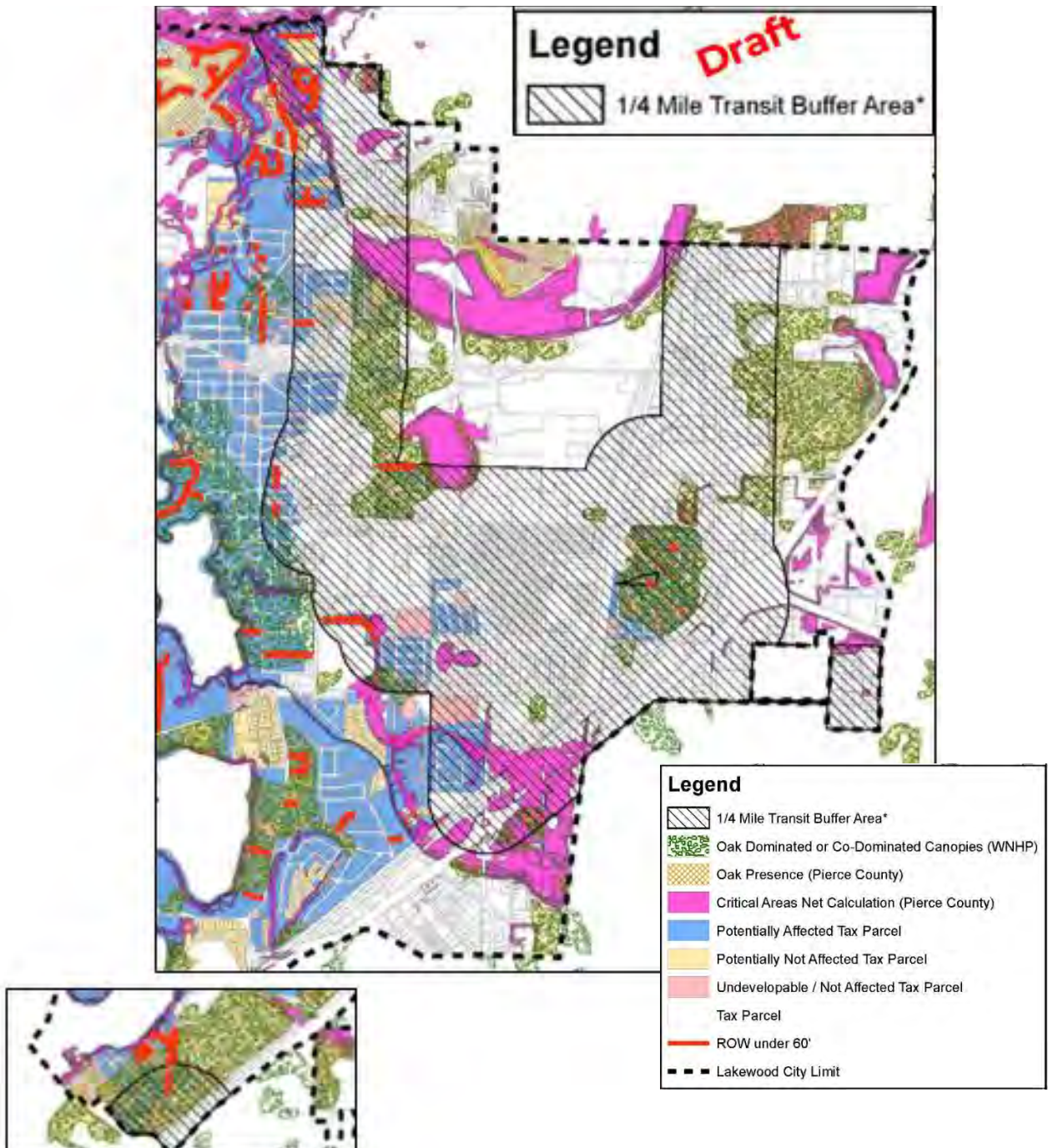


# R1, R2, R3, R4 & ARC Zoned Tax Parcels under 6,000 sq.ft.\*



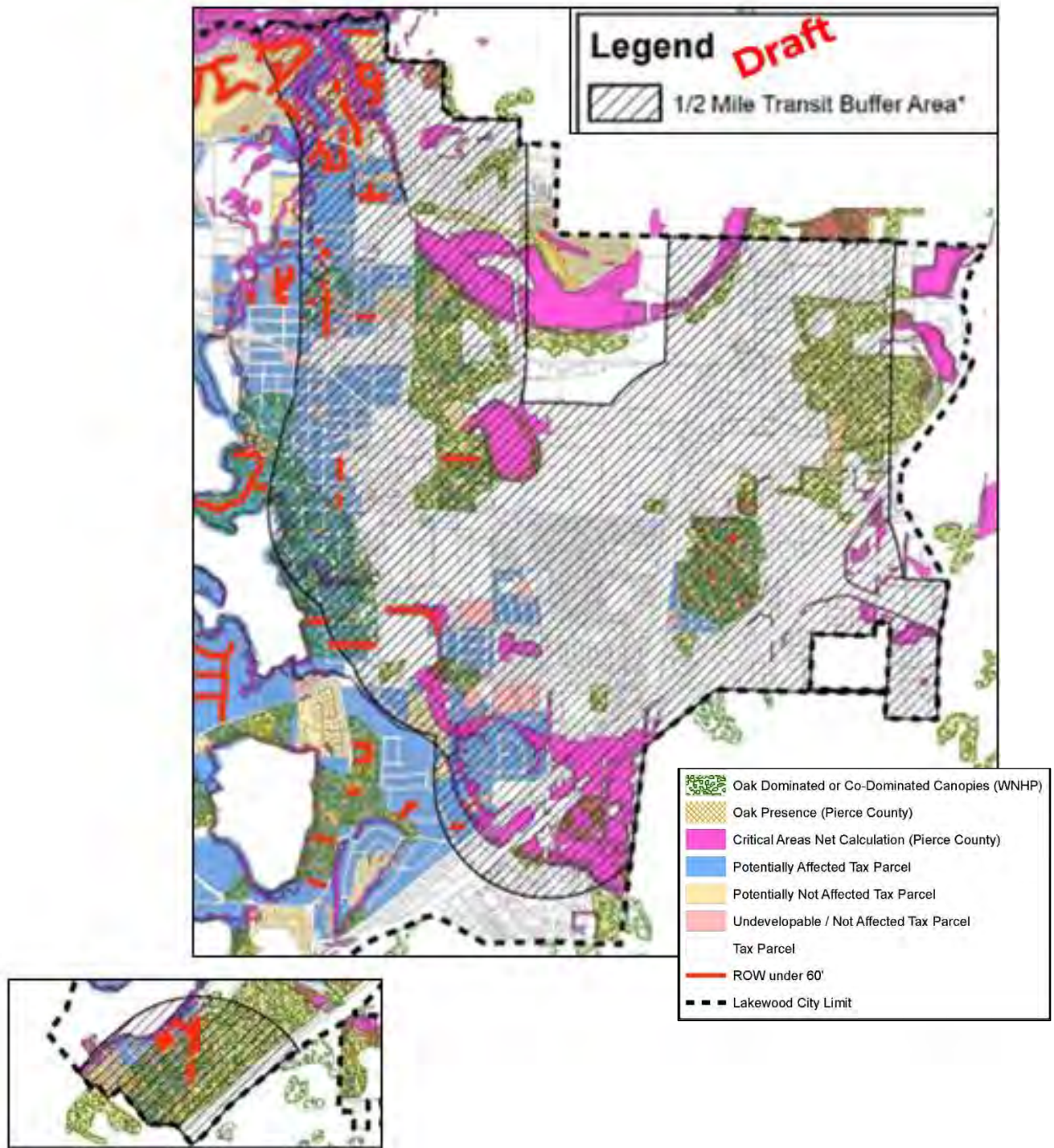
The maps below depict areas within ¼ and ½ miles from the major transit stops identified for Lakewood (current Sounder Station, future Tillicum Sounder Station, and planned Pierce County BRT route.)

**¼ mile from major transit stop: 4 units of Middle Housing per lot**





## 1/2 mile from Major Transit Stop: No Off-Street Parking as a Permit Condition for Middle Housing or ADUs



### CONCLUSION

This memorandum has been provided to the City Council as an initial source of information. These topics will be included in more detail and with a Planning Commission recommendation in the draft 2024 Comprehensive Plan Periodic Review package coming to the Council next summer.

## **ATTACHMENT A**

### **Lakewood Comprehensive Plan Parking Policies**

**LU-2.25:** Support accessory dwelling units (ADUs) as strategies for providing a variety of housing types and as a strategy for providing affordable housing, with the following criteria:

- Allow both attached and detached accessory dwelling units and detached carriage units, at a maximum of one per single-family house, exempt from the maximum density requirement of the applicable zone;
- Require an additional parking space for each accessory dwelling unit, with the ability to waive this requirement for extenuating circumstances; and
- Allow a variety of entry locations and treatments while ensuring compatibility with existing neighborhoods.

**LU-20.3:** Maintain an appropriate supply of parking in the Downtown as development intensifies.

**LU-20.4:** Encourage shared parking agreements within the Towne Center.

**UD-7.3:** Encourage the development of appropriately scaled commercial development that creates consistent street walls and limits parking on the primary street frontage.

**PS-10.9:** Establish limited parking zones around schools where parking capacity problems exist.

**EC 2.4:** Expand Regional Passenger Rail Work with Amtrak and Sound Transit to expand commuter rail service and existing parking facilities.

**EC 4.3 Encourage Green Buildings and Landscaping (H):** Enforce the 2018 International Building Code, Section 429, Electric Vehicle and Charging Infrastructure. This section includes charging infrastructure for accessible parking spaces.

#### **4.2.1 Residential Lands**

Mixed Residential and Multi-Family: Encourage infill development along key pedestrian streets and in proximity to public transit routes or centers. Use design to create a pedestrian scale along key pedestrian streets. Locate parking behind residential buildings with access off alleys, where possible, and limit driveways and curb cuts along key pedestrian streets.

High-Density Multi-Family: Below grade parking or garages behind buildings, with access from alleys where possible, should be encouraged. Driveways and curb cuts along key pedestrian streets should be limited.

#### **4.2.2 Commercial Lands**

Neighborhood Business District: **On-street parking should be provided** to assist in slowing traffic through the business district and providing a sense of pedestrian safety.

### **Table 4.1: Urban Design Street Classifications**

Civic Boulevards: May include planted medians, decorative pavements, on-street parking, and special signal mounting.

#### **4.5.2 Lakewood Station District**

Parking for a large number of vehicles, as well as improved transit and pedestrian access, will assist in the transformation and redevelopment potential for the commercial corridor along Pacific Highway Southwest.

### **6.3 Transportation Demand and Systems Management**

These programs include measures such as parking management (making parking more difficult or expensive to obtain) ridesharing, telecommuting, and alternative work schedules.

### **6.4 Parking**

Parking in Lakewood primarily exists in surface parking lots to support commercial, office, light industrial, and multi-family residential areas. There is an abundant supply of parking in most of these areas. While adequate parking is critical to any type of development, an oversupply of parking wastes resources and encourages a continuation of auto-oriented travel. Therefore, the parking goals and policies balance these two conflicting outcomes.

**GOAL T-15:** Provide adequate parking that serves Lakewood's needs but does not encourage a continuation of auto-oriented development and travel patterns.

Policies:

T-15.1: Develop and implement reasonable and flexible parking standards for various types of land uses that balance the need for providing sufficient parking with the desirability of reducing commute traffic.

T-15.2: Consider parking standards that support TDM efforts.

T-15.3: Allow adjacent or nearby uses that have different peak parking demands such as employment and housing to facilitate shared parking spaces.

T-15.4: Recognize the capacity of transit service in establishing parking standards.

T-15.5: Develop and enforce parking lot design standards, identifying requirements for landscaping, walkways, runoff treatment, parking area ratios, lighting, and other elements as needed.

**GOAL T-16:** Foster the evolution of a Downtown that is compact and walkable and not defined by large expanses of parking lots.

Policies:

T-16.1: Implement the Downtown Subarea Plan through the Downtown Subarea Code and Planned Action. Conduct periodic reviews of Downtown development to verify the Plan's success.

T-16.2: Consider maximum parking requirements for higher density areas to encourage alternative transportation modes.

T-16.3: Confine the location of parking areas to the rear of properties to increase pedestrian safety and minimize visual impact.

T-16.4: **Identify places where on-street parking can be added** adjacent to street-facing retail to encourage shopping and buffer sidewalks with landscaping to create a pleasant walking environment.

T-16.5: Encourage the use of structured or underground parking to use land more efficiently.

T-16.6: Focus investments in downtown central business areas by promoting joint-and mixed use development and integrating shared-use parking practices.

T-16.7: Incorporate regional transportation guidelines into planning for centers and high-capacity transportation station areas.

**COAL T-17:** Expand park-and-ride capacity to serve rail as well as other transit uses and accommodate growth.

Policies:

T-17.1: Work with transit providers to establish additional park-and-ride facilities to serve Sound Transit operations and to facilitate ridesharing and express bus connections.

T-17.2: Encourage commercial development on major transit routes to dedicate unused parking area to park-and-ride facilities where feasible.

## **6.7 Reassessment Strategy**

- Aggressively pursue the following TDM strategies, including parking management actions in dense commercial centers:

- o Install parking meters on streets within and adjacent to commercial centers;
- o Develop public parking facilities and use cost pricing to discourage SOV commuting;
- o Institute a municipal parking tax;
- o Set maximum parking space development standards and reduce over time to further constrain parking supply;
- o Support charging for employee parking and providing monetary incentives for car and vanpooling;
- o Partner with Pierce Transit to identify public and/or private funding for expanded transit service during peak and off-peak times along LOS-deficient corridors.

- Aggressively pursue federal and state grants for specific transportation improvements on LOS deficient roadway segments.

- Make development density bonuses available to developers who provide additional transit, bicycle, and pedestrian-friendly amenities beyond the minimum requirements.
- Reassess commercial and residential development targets by planning area and make adjustments to channel development away from LOS-deficient locations.
- If the actions above are not sufficient, consider changes in the LOS standards and/or limit the rate of growth, revise the City's current land use element to reduce density or intensity of development, and/or phase or restrict development to allow more time for the necessary transportation improvements to be completed.

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## Chapter 18A.80

### PARKING

Sections:

- 18A.80.005 Definitions.**
- 18A.80.010 Purpose.**
- 18A.80.020 General requirements.**
- 18A.80.025 Maintenance.**
- 18A.80.030 Zoning district parking requirements.**
- 18A.80.040 Development standards.**
- 18A.80.050 Loading and unloading.**
- 18A.80.060 Parking incentives.**

#### **18A.80.005 Definitions.**

See LMC [18A.10.180](#) for definitions relevant to this chapter. [Ord. 726 § 2 (Exh. B), 2019.]

#### **18A.80.010 Purpose.**

It is the purpose of this chapter to:

- A. Assure that space is provided for the parking, loading and unloading of motor vehicles on the site of premises or uses which attract said motor vehicles;
- B. Provide minimum and maximum standards of space and parking arrangements, and for the movement of motor vehicles into and out of such spaces;
- C. Promote implementation of the City of Lakewood Transportation Plan policies to support commute trip reduction programs and more use of transportation choices;
- D. Provide alternatives and incentives to reduce parking needs by utilizing transportation demand management (TDM) strategies;
- E. Reduced parking has benefits, particularly considering opportunities for alternative use of valuable land resources. Less space utilized for parking means additional area for retail space, additional building pads, or more pervious surface and landscaping. Increased retail space can help promote a healthy retail tax base. More pervious surface and landscaping can reduce drainage impacts, and promote more attractive cityscape;
- F. Calm traffic for pedestrian comfort and security on public streets and parking lots by:

1. Controlling access to sites; and
  2. Allowing parking on the streets in zones with a pedestrian emphasis for separation between the sidewalk and moving automobiles;
- G. Enhance safety for pedestrians and motor vehicle operators; and
- H. Encourage the creation of an aesthetically pleasing and functionally adequate system of off-street parking and loading facilities. [Ord. 726 § 2 (Exh. B), 2019.]

### **18A.80.020 General requirements.**

- A. *Required Plans.* Building permits shall not be approved unless there is a building plan and plot plan identifying parking and loading facilities in accordance with this chapter. No permit or City license shall be issued unless there is proof that required parking and loading facilities have been or are currently provided in accordance with the provisions of this chapter.
- B. Off-street parking spaces and driveways shall not be used at any time for purposes other than their intended use, i.e., the temporary storage of motor vehicles used by persons visiting or having business to conduct on the premises for which the parking is provided. Provided, however, the Director may approve other uses deemed to be reasonable and that will not adversely impact parking requirements for the primary use of the property such as street merchant pads, pedestrian refuge islands, and pocket parks for pedestrian seating and use.
- C. Parking space required and intended for use by occupants or users of specific premises shall not be leased or rented to others, nor shall such space be made unavailable through other means to the users for whom the parking spaces are intended. This requirement, however, does not preclude shared parking arrangements approved by the City or other activities approved by the Site Plan Review Committee.
- D. Except where specifically permitted in certain zoning districts, off-street parking spaces shall not be used for loading or unloading of commercial vehicles larger than those vehicles for which the parking spaces are intended.
- E. Off-street parking and loading spaces shall be provided in accordance with the provisions of this chapter when any of the following actions occur. These provisions apply to all uses and structures in all land use districts unless otherwise specified.
1. When a main or accessory building is erected.
  2. When a main or accessory building is relocated or expanded.
  3. When a use is changed to one requiring more or less parking or loading spaces. This also includes all occupied accessory structures.
  4. When the number of stalls in an existing parking lot is decreased or increased by twenty-five (25) percent or six (6) stalls, whichever is less. Only those stalls and areas proposed to be added or removed shall be

subject to the provisions of this chapter. (Note: proposed expansions of existing parking lots not subject to the minimum parking requirements of this chapter).

F. Proposed large projects that are defined as major employers or worksites (RCW [70A.15.4010](#)) shall provide an assessment of the cost of parking space separate from the cost of the area used for building purposes. This information will assist the applicant, the City of Lakewood and Pierce Transit to evaluate opportunities for parking reduction and TDM strategies.

G. *Location.* Off-street parking facilities shall be located on the same property as the use they are required to serve except as provided below. Where a distance is specified, such distance shall be the walking distance measured from the nearest point of the parking facilities to the nearest point of the building that such facility is required to serve.

1. For a nursing home, assisted living facility, convalescent home, or group home, the parking facilities shall be located within one hundred (100) feet of the building they are required to serve.
2. For multifamily dwellings where the lot cannot accommodate all the required parking on site for its needs, up to forty (40) percent of the required parking may be located on a lot adjacent to the development.
3. For all nonresidential uses where the lot cannot accommodate all the required parking on-site for its needs, parking facilities shall be located not farther than seven hundred fifty (750) feet from the facility. Parking shall not be permitted on properties zoned single-family residential (R1, R2, R3, R4) or open space (OSR1 and OSR2) unless the parking is being provided for a use that is permitted in said district.
4. For subsections [\(G\)\(1\)](#), [\(G\)\(2\)](#), and [\(G\)\(3\)](#) of this section, off-site parking lots must be legally encumbered pursuant to LMC [18A.80.060](#).

H. *Unlawful Removal.* It is unlawful to discontinue prior approved parking facilities without establishing alternate facilities that meet the requirements of this chapter. Parking and loading facilities which are adequate to meet the requirements contained in this chapter shall be provided and maintained as long as the use they serve is in existence. These facilities shall not be reduced in total unless a shared parking agreement is canceled, a change in occupancy or use of a premises has occurred which results in a reduction of required parking.

I. *Mechanical Parking Lifts.* In commercial zones and multifamily developments, by approving a mechanical lift permit, mechanical parking lifts may be used to satisfy all or a portion of vehicle parking requirements. Additional surface parking up to twenty-five (25) percent of the required minimum amount of spaces may be required for lift systems unable to accommodate a range of vehicles including trucks, vans, SUVs, or large sedans. Applications submittals shall include any information deemed necessary by the Director to determine parking can adequately and feasibly be provided and that the following performance standards can be met and the following findings for approval can be made:

1. The use of mechanical lift parking results in superior design and implementation of City goals and policies for infill development.

2. In existing developments and established neighborhoods, mechanical lift parking will be adequately screened and compatible with the character of surrounding development; and, in new developments, mechanical lift parking be compatible and appropriately considered with overall building and site design.
3. Mechanical lift parking systems shall comply with all development standards including but not limited to height and setback requirements, and parking and driveway standards with the exception of minimum parking stall sizes which are established by lift specifications.
4. There exists adequate agreement running with the land that mechanical parking systems will be safely operated and maintained in continual operation with the exception of limited periods of maintenance.
5. There are no circumstances of the site or development, or particular model or type of mechanical lift system which could result in significant impacts to those living or working on the site or in the vicinity. [Ord. 758 § 2 (Exh. A), 2021; Ord. 726 § 2 (Exh. B), 2019.]

### **18A.80.025 Maintenance.**

- A. It shall be the responsibility of the property owner to ensure that all off-street parking spaces and areas required by this chapter are maintained for the duration of the improvement or use requiring the parking area.
- B. All parking facilities, including curbs, directional markings, handicapped symbols, landscaping, pavement, signs, striping, and wheel stops, shall be permanently maintained by the property owner/tenant in good repair, free of litter and debris, potholes, obstructions, and stored material.
- C. Drive aisles, approach lanes, and maneuvering areas shall be marked and maintained with directional arrows and striping to expedite traffic movement. Any area not intended for parking shall be signed as such, or, in areas where curb exists, the curb may be painted red in lieu of signs. [Ord. 758 § 2 (Exh. A), 2021.]

### **18A.80.030 Zoning district parking requirements.**

- A. The requirements for any use not listed herein shall be those of the listed use most similar to the unlisted use. When similarity is not apparent, the Director shall determine the minimum and maximum for the unlisted use. The Director may require that the applicant conduct a parking study to evaluate the parking needs associated with a proposed use.
- B. For conditional uses, as identified and described in Chapter [18A.20](#) LMC, Article II, the parking requirement shall be as provided in that chapter or as determined by the Hearing Examiner.
- C. *Residential Zoning District.* Off-street parking requirements for residential districts are located in subsection [\(F\)](#) of this section.

D. *Commercial, Office and Industrial Uses.* In commercial, industrial, and mixed use districts, off-street parking requirements shall be as shown in subsection (F) of this section; provided, that all of the property is controlled by a single person or corporation, or written agreements for shared parking, acceptable to the City, are filed with the Director.

E. *Rounding of Fractions.* When the number of required parking spaces for a particular use or building results in a fractional space, any fraction less than one-half (1/2) shall be disregarded and any fraction of one-half (1/2) or over shall be counted as one (1) space.

F. *Parking Standards.*

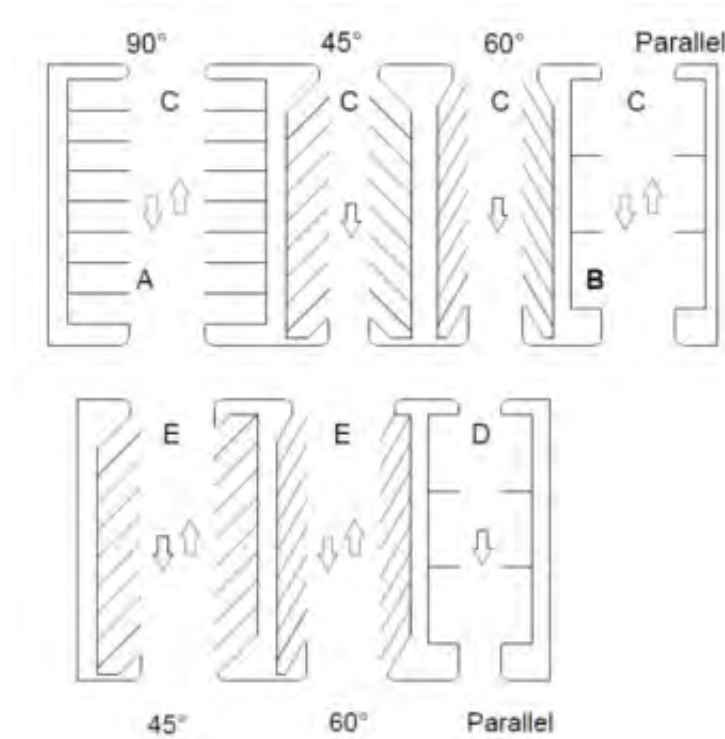
PARKING STANDARDS TABLE				
Use	Unit measure	Optional Minimum (TDM program only; see <a href="#">18A.80.060(H)</a> ).	Max	Required bicycle parking spaces
<b>BUSINESS PARK</b>				
General business park	Per 1,000 square feet	2	4	See offices
<b>COMMERCIAL</b>				
Banks	Per 1,000 gross square feet	2	3	See offices
Billiard halls	Per table	1	2	1 per 20 auto stalls. Minimum of 4
Bowling alleys	Per alley	3	5	1 per 20 auto stalls. Minimum of 4
Commercial recreation	Per 1,000 square feet	3	5	1 per 20 auto stalls. Minimum of 4
Day care, preschools, nursery schools	Per staff member plus one drop-off loading area per 7 students	0.5	1	1 per 25 auto stalls. Minimum of 1
Hotels, motels	Per room or suite. Hotel/motel banquet and meeting rooms shall provide 6 spaces for each 1,000 square feet of seating area. Restaurants are figured separately.	1	2	See retail



<b>PARKING STANDARDS TABLE</b>				
<b>Use</b>	<b>Unit measure</b>	<b>Optional Minimum (TDM program only; see <a href="#">18A.80.060(H)</a>).</b>	<b>Max</b>	<b>Required bicycle parking spaces</b>
Medical and dental clinic and offices	Per 1,000 square feet of GFA	2	4	See offices
Mini storage	Per 100 units or a minimum of 3 spaces plus 2 for permanent on-site managers	1		None
Mortuaries, funeral homes	Per 4 seats	1	2	None
Neighborhood commercial shopping area	Per 1,000 square feet	1	2	See retail
Office building	Per 1,000 square feet of GFA			1 per 15 auto stalls. Minimum of 2
	• With on-site customer service	2	4	
	• Without on-site customer service	1.5	3	
Regional shopping centers, food and drug stores	Per 1,000 square feet of GFA	3	6	See retail
Restaurants	Per 100 square feet of dining area	1	4	See retail
Retail	Per 1,000 gross square feet	3	6	1 per 20 auto stalls. Minimum of 2
Retail in mixed-use development	Per 1,000 gross square feet	2	4	See retail
Service stations (mini marts are retail uses)	Per employee plus per service bay	0.5	1	None
<b>INDUSTRIAL</b>				
General industrial	Greatest number of employees on a single shift plus one space for	0.5	1	See offices

PARKING STANDARDS TABLE				
Use	Unit measure	Optional Minimum (TDM program only; see <a href="#">18A.80.060(H)</a> ).	Max	Required bicycle parking spaces
	each vehicle owned, leased or operated by the company			
Warehouse	Per 2,000 square feet of GFA plus	1	N/A	None
	Per 400 square feet of GFA used for office or display area	1	N/A	
INSTITUTIONAL				
Convalescent facilities, nursing homes	Per 2 patient beds	1	3	See offices
Hospital	Per bed	0.5	1	See offices
Libraries	Per 200 square feet of GFA	0.5	1	1 per 20 auto stalls. Minimum of 2
Schools, elementary and junior high	Per classroom and office	1	1.5	1 per classroom
Schools, senior high	Per classroom and office plus per each 5 students of designated capacity	1	2	1 per 5 auto stalls. Minimum of 2
PLACES OF ASSEMBLY				
Places of assembly without fixed seats	Per 1,000 square feet of GFA	10	11	1 per 25 auto stalls. Minimum of 2
Places of assembly with fixed seats	Per 4 seats	1	2	1 per 40 auto stalls. Minimum of 4
Stadiums, auditoriums, gymnasiums, theaters	Per 4 seats of the permitted assembly occupants. (School and/or public facility parking spaces may be used provided the facilities are on the	1	1.5	1 per 25 auto stalls. Minimum of 4

<b>PARKING STANDARDS TABLE</b>				
<b>Use</b>	<b>Unit measure</b>	<b>Optional Minimum (TDM program only; see <a href="#">18A.80.060(H)</a>).</b>	<b>Max</b>	<b>Required bicycle parking spaces</b>
	same or contiguous parcels within 300 feet of the theater or auditorium.)			
<b>RESIDENTIAL</b>				
Accessory dwelling unit	Per dwelling unit	1	N/A	None
Single-family	Per dwelling unit	2	N/A	None
Duplexes	Per dwelling unit	2	N/A	None
Multifamily structures	Per dwelling unit	Studio – 1 1 bedroom – 1.25 2+ bedroom – 1.5 (At least 10% of the total parking spaces must be set aside for unreserved guest parking)	N/A	1 per 10 auto stalls. 2 minimum per building
Mobile home subdivision	Per dwelling unit	2	N/A	None
Mobile home parks	Per dwelling unit. (In mobile home parks, the parking spaces in excess of 1 per mobile home may be grouped in shared parking areas.)	1.5	N/A	None
Rooming houses, lodging houses, bachelor or efficiency units	Per occupant	1	3	None
Senior citizen apartments	Per 3 dwelling units	1	2	See multifamily



Off-Street Parking Dimension Table				
	45-Degree Parking	60-Degree Parking	90-Degree Parking	Parallel Parking
<b>Parking Stall Width (A)</b>	9' (Compact 8')	9' (Compact 8')	9' (Compact 8')	9' (Compact 8')
<b>Parking Stall Depth (B)</b>	18' (Compact 16')	18' (Compact 16')	18' (Compact 16')	18' (Compact 16')
<b>Width of Driveway Aisle (C)</b>	13'	18'	24'	12'
<b>Width of One-Way Access Driveway (D)</b>	14'	14'	14'	14'
<b>Width of Parking Lot Access Driveway (E)</b>	24'	24'	24'	24'

[Ord. 772 § 2 (Exh. A), 2022; Ord. 726 § 2 (Exh. B), 2019.]

## 18A.80.040 Development standards.

A. Parking area design shall include:

1. *Ingress and Egress.* The location of all points of ingress and egress to parking areas shall be subject to the review and approval of the City Engineer.
2. *Backing Out Prohibited.* In all commercial and industrial developments and in all residential buildings containing five (5) or more dwelling units, parking areas shall be so arranged as to make it unnecessary for a vehicle to back out into any street or public right-of-way.
3. *Parking in Alleys.* No person shall park a vehicle within an alley in such a manner or under such conditions as to leave available less than eight (8) feet of the width of the roadway for the free movement of vehicular traffic, and no person shall stop, stand, or park a vehicle within an alley in such a position as to block the driveway entrance to any abutting property.
4. *Parking Spaces – Access and Dimensions.* Adequate provision shall be made for individual ingress and egress by vehicles to all parking stalls at all times by means of unobstructed maneuvering aisles.
5. *Surfacing.* All parking areas shall be surfaced with permeable paving surfaces in conformance with the current City of Lakewood Storm Water Design Manual, asphalt, concrete or similar pavement so as to provide a surface that is durable and dust free and shall be so graded and drained as to properly dispose of all surface water.
6. Storm water management is required and shall comply with the current City of Lakewood Storm Water Design Manual and shall be subject to the City's review and approval.
7. Parking shall be designed and constructed for a minimum of thirty (30) percent and a maximum of fifty (50) percent of the required number of spaces for compact size cars. An applicant must clearly identify all spaces designed and constructed for compact car use. The Director may approve the design and designation of more than fifty (50) percent of the spaces for use by compact cars if the applicant demonstrates that no adverse impact will result.
8. Parking area for land uses located outside the City shall be prohibited.
9. *Community Design Requirements.* Parking areas shall meet the applicable community design requirements of Chapter [18A.70](#) LMC, Article I.
10. *Landscaping Requirements.* Parking areas shall meet the applicable landscaping requirements of Chapter [18A.70](#) LMC, Article II.
11. *Marking.* The property owner shall identify required parking stalls, directional arrows and crosswalks within parking areas using paint or other methods approved by the approving authority. Crosswalk marking shall be provided consistent with the requirements of the Public Works Engineering Department. Paint is not permitted as a sole means of marking crosswalks. Display areas which are not required parking areas, such as a car dealership or rental display area, are not required to be marked as individual stalls.
12. An owner/developer may install parking spaces in phases if a phased schedule has been approved. This schedule must specifically indicate when the parking will be provided. The Director may permit the use of

temporary parking areas with appropriate screening as part of a phasing schedule. In addition, the Director may require a performance assurance device to insure conformance with the requirements.

13. When adequate vehicular access to an approved lot or development is available from a side street, no such access shall be permitted from the front street. Where lots have double frontage, if vehicular access from a side street or a street of lower functional classification is not available, such access shall be from the street anticipated to carry the least amount of traffic or the street that would have the least conflict with pedestrian traffic.

14. *Parking Area and Circulation Design.*

a. The City Public Works Engineering Department shall have the authority to fix the location, width and manner of approach of vehicular ingress or egress from a building or parking area to a public street and to alter existing ingress and egress as may be required to control street traffic in the interest of public safety and general welfare.

b. Internal circulation of the lot shall be so designed as to minimize conflicts with pedestrians with priority given to pedestrians considering convenience, comfort, safety and security. In-and-out driving time, idling time and time spent looking for a parking space should be a consideration, but should not influence design parameters that reduce pedestrian functionality.

15. *Parking Places for the Physically Disabled.* All parking lots regulated by this chapter shall be modified as necessary to provide parking places for the physically disabled as specified in the building code, including installation of curb ramps, signage and other required improvements.

16. Parking ratios for mixed use development projects shall be determined by calculating the percentage of GFA by use multiplied by the appropriate parking ratio for each use plus a five (5) percent parking reduction for two (2) uses, ten (10) percent parking reduction for three (3) uses and fifteen (15) percent parking reduction for four (4) or more uses.

17. All major employers or major worksites, as defined by RCW [70A.15.4010](#), shall designate at least five (5) percent of auto spaces as carpool spaces. These spaces must be located as close to the main employee entrance as possible and shall be called out on the site plan.

B. *Bicycle Parking.* Bicycle parking shall be provided as follows:

1. *Quantity.* All sites required to provide nonmotorized facilities shall provide bicycle parking spaces equal to five (5) percent of required automobile parking spaces for the first three hundred (300) required auto stalls and one (1) percent of auto stalls in excess of three hundred (300). Only customer and employee parking spaces shall be used to determine this requirement. In no case shall the amount be less than two (2) bicycle spaces.

2. *Location.* Bicycle parking shall be placed in a publicly visible location within fifty (50) feet of a primary building entrance. Bicycle parking shall not block pedestrian use of a walkway. Shopping centers or other

multi-building developments may group bicycle parking in a unified location, provided the location is consistent with the other location requirements.

3. *Exceptions.*

- a. Sites requiring eight (8) or fewer auto stalls are exempt from bicycle parking.
- b. The Director may reduce the quantity of bicycle parking spaces when it is demonstrated that bicycle activity will be limited at that location, but in no case can the amount be reduced to less than two (2) bicycle spaces.
- c. The Director may require additional spaces when it is determined that the use or its location will generate a high volume of bicycle activity. Such a determination will include but not be limited to the following uses:
  - i. Park/playfield;
  - ii. Marina;
  - iii. Library/museum/arboretum;
  - iv. Elementary/secondary school or colleges/universities;
  - v. Sports club; or
  - vi. Retail business (when located along a developed bicycle trail or designated bicycle route). [Ord. 758 § 2 (Exh. A), 2021; Ord. 738 § 2 (Exh. A), 2020; Ord. 726 § 2 (Exh. B), 2019.]

## **18A.80.050 Loading and unloading.**

A. *Required Loading and Unloading Areas.* Any building that is erected, enlarged or for which a change of use is proposed shall provide a minimum of one (1) off-street or off-alley loading area.

1. The minimum area required for commercial and industrial loading spaces is as follows:
  - a. Two hundred fifty (250) square feet for buildings of five thousand (5,000) to twenty thousand (20,000) GSF.
  - b. Five hundred (500) square feet for buildings of twenty thousand (20,000) to fifty thousand (50,000) GSF.
  - c. Seven hundred fifty (750) square feet for buildings in excess of 50,000 GSF.
  - d. Additional loading space shall be required of buildings based on the size, proposed use, potential uses, and location as deemed necessary by the Director.

2. Each loading space shall measure not less than ten (10) feet by twenty-five (25) feet and shall have an unobstructed height of fourteen (14) feet.
3. Each loading space shall be made permanently available for such purpose, and shall be surfaced, improved, maintained, and screened in accordance with this section and Chapter [18A.70](#) LMC, Article II, Landscaping.
4. Loading spaces shall be located adjacent to the building to be served and in such a manner that these spaces shall not encroach upon or interfere with areas reserved for off-street parking nor project into any public right-of-way or pedestrian area. Loading space or maneuvering areas shall be in addition to area required for off-street parking spaces.
5. Loading berths shall be located no closer than fifty (50) feet from any residential district, unless wholly enclosed within a building, or unless screened from such residential area by a wall or uniformly painted fence not less than six (6) feet in height and by Type V, solid barrier landscaping.
6. Space for loading berths may occupy all or any part of any required setback except for landscaping setback requirements as long as the loading berth is uncovered. A covered loading area shall comply with the minimum building setback requirements for the district.
7. If the site where such loading space is to be located abuts upon an alley, such loading space shall be accessed off the alley, unless alley dimensions and vehicle maneuvering turn radius prohibits such access.

B. *Maneuvering Areas for Buildings with Loading Doors.* Buildings that utilize dock-high loading doors shall provide a minimum of one hundred (100) feet of clear maneuvering area in front of each door. Buildings that utilize ground level service or loading doors shall provide a minimum of forty-five (45) feet of clear maneuvering area in front of each door. [Ord. 726 § 2 (Exh. B), 2019.]

## **18A.80.060 Parking incentives.**

- A. When residential uses are combined with commercial uses in the same building, parking requirements may be reduced by twenty (20) percent, except when located within the CBD or TOC zoning districts for which parking requirements are reduced by thirty-five (35) percent.
- B. A structured parking space shall count as one and one-half (1.5) parking spaces towards the required number of parking spaces.
- C. When affordable housing is constructed pursuant to Chapter [18A.90](#) LMC, Housing Incentives Program, the parking space requirements shall be calculated employing any available modifications based upon LMC [18A.90.060](#).
- D. *Shared Use Parking.* Joint use of required parking spaces may be permitted where two (2) or more uses on the same site or separate sites in close proximity to one another are able to share the same parking spaces because their parking usage does not materially overlap (e.g., uses primarily of a daytime versus nighttime, or weekday



versus weekend nature). Shared parking shall be legally encumbered and shall meet all of the applicable standards of this section pursuant to subsection [\(E\)](#) of this section, Off-Site Parking.

E. *Off-Site Parking.* Joint use of required parking spaces may be authorized by the Director if the following documentation is submitted in writing to the Community and Economic Development Department:

1. The names and addresses of the owners and/or tenants that are sharing the parking.
2. The uses that are involved in the shared parking.
3. The location and number of parking spaces that are being shared.
4. An analysis showing that the peak parking times of the uses occur at different times and/or that the parking area will be large enough for the anticipated demands of both uses.
5. A legal instrument such as an easement or deed restriction that guarantees continuing access to the parking for both uses which shall be subject to review and approval by the Director.

F. *On-Street Parking Credit.* Where adjacent roads are designed for on-street parking and approved by the Public Works Director, parking credit may be given for on-street parking.

G. *Electric Vehicle Charging Parking Provisions.* For every electric vehicle charging station provided, the required number of parking spaces may be reduced by an equivalent number, provided the total reduction does not exceed five (5) percent of the total required parking spaces. For example, if forty (40) parking spaces are required and two (2) electric vehicle charging stations are provided, the total required parking may be reduced to thirty-eight (38) spaces, yielding thirty-six (36) "regular" parking spaces and two (2) electric vehicle charging parking spaces. Note that in this example the total reduction may not be in excess of two (2) spaces ( $40 \times 5\% = 2$ ), so if three (3) electric vehicle charging stations were provided instead, the total reduction in required parking would still be two (2) spaces, yielding thirty-five (35) "regular" parking spaces and three (3) electric vehicle charging parking spaces.

H. *Phased Reduction of Maximum Parking Standards.* One technique for transportation demand management (TDM) is to reduce maximum allowable parking spaces. This reduction in parking can be accomplished by slowly phasing down the maximum allowable number of parking spaces over a period of years. This procedure has advantages of reducing vehicle trips and conserving urban commercial land that can be used for other purposes. However, TDM has the potential to have a significant adverse impact on the jurisdiction's economic development if other reasonable forms of alternative transportation are not available. This technique should be periodically revisited to consider its viability but should not be implemented until its feasibility for Lakewood is established.

1. *Minimum Optional Guidelines and Maximum Standards.* To promote parking reduction, the optional minimum guideline listed in LMC [18A.80.030\(F\)](#) serves as a suggested parking number but is not mandatory for automobiles except for single-family residential development. Applicants will be encouraged to provide less automobile parking than the minimum listed whenever possible based upon TDM, available on-street parking, and the potential for shared parking within walking distance and other factors. The minimum

number listed for bicycle parking shall be provided as indicated in the table for both commercial and residential development.

2. The number of parking spaces needed to serve a project must be demonstrated to the Director based upon a parking plan considering TDM techniques and other relevant factors. Upon justification to the satisfaction of the Director, whatever number of parking spaces agreed upon shall be the number required, and this shall be an enforceable condition of the approval.
3. The maximum parking standards may be increased if the Director finds compelling reasons to do so. Such determination shall be at the sole discretion of the Director based upon such factors as unique site or use requirements, historical data of a particular use or other relevant factors indicating additional parking is necessary to properly serve a use or uses at a site.
4. For large projects where a traffic study is required and the proposal has one hundred (100) or more employees, a comprehensive TDM strategy may be proposed to achieve a reduction in minimum parking listed in LMC [18A.80.030\(F\)](#). The reduction in parking permitted shall be commensurate with the permanence, effectiveness and demonstrated reduction in off-street parking demand effectuated by such alternative programs.

Alternative programs that may be considered by the Director under this provision include, but are not limited to, the following:

- a. Private vanpool operation;
- b. Transit/vanpool fare subsidy;
- c. Imposition of a charge for parking;
- d. Provision of subscription bus services;
- e. Flexible work hour schedule;
- f. Capital improvements for transit services;
- g. Preferential parking for carpools/vanpools;
- h. Participation in the ride-matching program;
- i. Reduction of parking fees for carpools and vanpools;
- j. Establishment of a transportation coordinator position to implement carpool, vanpool and transit programs;
- k. Bicycle parking facilities including associated shower and changing facilities;
- l. Compressed work week;
- m. Telecommuting;

- n. Other techniques and strategies approved by the Site Plan Review Committee.
5. Parking reduction under this subsection must provide information regarding the administration of the program to the Director. The information must include:
- a. Address each individual TDM strategy as part of the transportation impact analysis;
  - b. Provide the City with an estimate of peak hour employees as part of their development application and traffic impact analysis;
  - c. Provide estimated parking occupancy rates for the development as part of the transportation impact analysis showing average weekday use;
  - d. Demonstrate how TDM strategies will be used to minimize the need for parking.
- I. *Credit for Tree Preservation.* For every significant tree and/or heritage tree preserved within the property, the required number of parking spaces may be reduced by one-half (0.5) spaces, provided the total reduction does not exceed five (5) percent of the total required parking spaces, when combined with all parking incentive credits. [Ord. 775 § 1 (Exh. A), 2022; Ord. 726 § 2 (Exh. B), 2019.]

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## Chapter 18B.600 PARKING

Sections:

### 18B.600.610 Parking.

### 18B.600.610 Parking.

A. *Off-Street Parking Requirements.* The following off-street parking requirements supersede the requirements in Chapter [18A.80](#) LMC. Uses not listed below must comply with the requirements in Chapter [18A.80](#) LMC.

#### 18B-600-1. Off-Street Parking Requirements.

Land Use	Parking Requirement
Residential	1 per dwelling unit
Retail, Services, Restaurants	2 per 1,000 GSF minimum; 3 per 1,000 GSF maximum
Office	2 per 1,000 GSF minimum; 3 per 1,000 GSF maximum
Street level retail 3,000 sq. ft. or less per business	None where there is available public parking within 500' or abutting on-street parking designed to serve street level retail

B. *Parking Reductions or Increases.* The amount of required parking may be reduced or eliminated, or increased above the maximum, based on a site-specific parking study that demonstrates one or more of the following:

1. *Reduction Due to Shared Parking at Mixed-Use Sites and Buildings.* A shared use parking analysis for mixed-use buildings and sites that demonstrates that the anticipated peak parking demand will be less than the sum of the off-street parking requirements for specific land uses.
2. *Reduction Due to Public Parking Availability.* The availability of public parking to accommodate the parking demand generated by the site or building. The City may approve a reduction in the amount of required parking by up to 50 percent for any parking stalls that will be open and available to the public. On-street parking may be considered for the reduction; any new on-street parking provided will be counted toward the required parking availability.
3. *Reduction Due to Lower Parking Demand or Increase Based on Greater Parking Demand.* Demonstrating that anticipated parking demand will be less than the minimum parking required, or greater than the maximum

allowed, based on collecting local parking data for similar land uses on a typical day for a minimum of eight hours.

C. *Parking Location and Design.* Parking shall be located behind the building or in a structure except in locations where the parking frontage type is permitted.

D. *Shared Parking.* Shared parking is encouraged to support a walkable and pedestrian-oriented CBD where people can park once and visit multiple destinations. Off-site shared parking may be authorized per the standards in Chapter [18A.80](#) LMC.

E. *Public Parking.* Public parking is permitted as a principal or accessory use in the Downtown District subject to the frontage and design standards.

F. *Dimensional Standards.* Parking stall and circulation design shall meet the standards of Chapter [18A.80](#) LMC. [Ord. 726 § 2(Exh. A), 2019; Ord. 695 § 2 (Exh. B), 2018.]

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## Chapter 18C.600 PARKING

Sections:

### 18C.600.610 Parking.

### 18C.600.610 Parking.

A. *Off-Street Parking Requirements.* The following off-street parking requirements supersede the requirements in Chapter [18A.80](#) LMC. Uses not listed below must comply with the requirements in Chapter [18A.80](#) LMC.

**Table 18C.600-1. Off-Street Parking Requirements**

Land Use	Vehicular Parking Requirement	Bicycle Parking Requirement
Residential	<p>Single-family: 2 per dwelling unit            Accessory dwelling: 1 per dwelling unit; provided, that no additional parking is required when located within one-quarter mile of the Sounder Station. (RCW <a href="#">36.70A.698</a>)</p> <p>Senior citizen apartments: 1 per 3 dwelling units*</p> <p>Multifamily housing:</p> <p>Studio – 1</p> <p>1+ bedroom – 1.25</p> <p>(At least 10% of the total parking spaces must be set aside for unreserved guest parking)*</p> <p><i>*See process in subsection (B) of this section to prepare parking study to reduce further near station.</i></p>	Meet rates and standards of: Chapter <a href="#">18A.80</a> LMC
Retail. Services, Restaurants	<p>2 per 1,000 GSF minimum;</p> <p>3 per 1,000 GSF maximum</p>	Meet rates and standards of: Chapter <a href="#">18A.80</a> LMC
Office	<p>2 per 1,000 GSF minimum;</p> <p>3 per 1,000 GSF maximum</p>	Meet rates and standards of: Chapter <a href="#">18A.80</a> LMC
Street-Level Retail 3,000 sq. ft. or less per business	None where there is available public parking within 500' or abutting on-street parking designed to serve street level retail	Meet rates and standards of: Chapter <a href="#">18A.80</a> LMC

B. *Parking Reductions or Increases.* The amount of required parking may be reduced or eliminated, or increased above the maximum, based on a site-specific parking study that demonstrates one (1) or more of the following:

1. *Reduction Due to Shared Parking at Mixed-Use Sites and Buildings.* A shared use parking analysis for mixed-use buildings and sites that demonstrates that the anticipated peak parking demand will be less than the sum of the off-street parking requirements for specific land uses.
2. *Reduction Due to Public Parking Availability.* The availability of public parking to accommodate the parking demand generated by the site or building. The City may approve a reduction in the amount of required parking by up to fifty (50) percent for any parking stalls that will be open and available to the public. On-street parking may be considered for the reduction; any new on-street parking provided will be counted toward the required parking availability.
3. *Reduction Due to Lower Parking Demand or Increase Based on Greater Parking Demand.* Demonstrating that anticipated parking demand will be less than the minimum parking required, or greater than the maximum allowed, shall be based on collecting local parking data for similar land uses on a typical day for a minimum of eight (8) hours.
4. *Reduction for Housing in Proximity to Sounder Station (RCW 36.70A.620).* When located within one-quarter (0.25) mile of the Sounder Station, an applicant may apply for an exception allowing minimum parking requirements to be reduced at least to one (1) parking space per bedroom or three-quarters (0.75) space per unit, as justified through a parking study prepared to the satisfaction of the Community Development Director or their designee:
  - a. Housing units that are affordable to very low-income or extremely low-income individuals;
  - b. Housing units that are specifically for seniors or people with disabilities;
  - c. Market rate multifamily housing.
5. *Credit for Tree Preservation.* For every significant tree and/or heritage tree preserved within the property, the required number of parking spaces may be reduced by one-half (0.5) spaces, provided the total reduction does not exceed five (5) percent of the total required parking spaces, when combined with all parking incentive credits.

In determining whether to grant a parking reduction, the Community Development Director may also consider if the project is proposed in an area with a lack of access to street parking capacity, physical space impediments, or other reasons supported by evidence that would make on-street parking infeasible for the unit.

In determining whether to grant a parking reduction, the Community Development Director may also consider if the project is proposed in an area with a lack of access to street parking capacity, physical space impediments, or other reasons supported by evidence that would make on-street parking infeasible for the unit.

C. *Parking Location and Design.* Parking shall be located behind the building or in a structure except in locations where the parking frontage type is permitted.



D. *Shared Parking.* Shared parking is encouraged to support a walkable and pedestrian-oriented Station District where people can park once and visit multiple destinations. Off-site shared parking may be authorized per the standards in Chapter [18A.80](#) LMC.

E. *Public Parking.* Public parking is permitted as a principal or accessory use in the Station District subject to the frontage and design standards.

F. *Dimensional Standards.* Parking stall and circulation design shall meet the standards of Chapter [18A.80](#) LMC. [Ord. 775 § 1 (Exh. A), 2022; Ord. 772 § 2 (Exh. A), 2022; Ord. 751 § 2 (Exh. B), 2021.]

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**The Lakewood Municipal Code is current through Ordinance 791, passed September 5, 2023.**

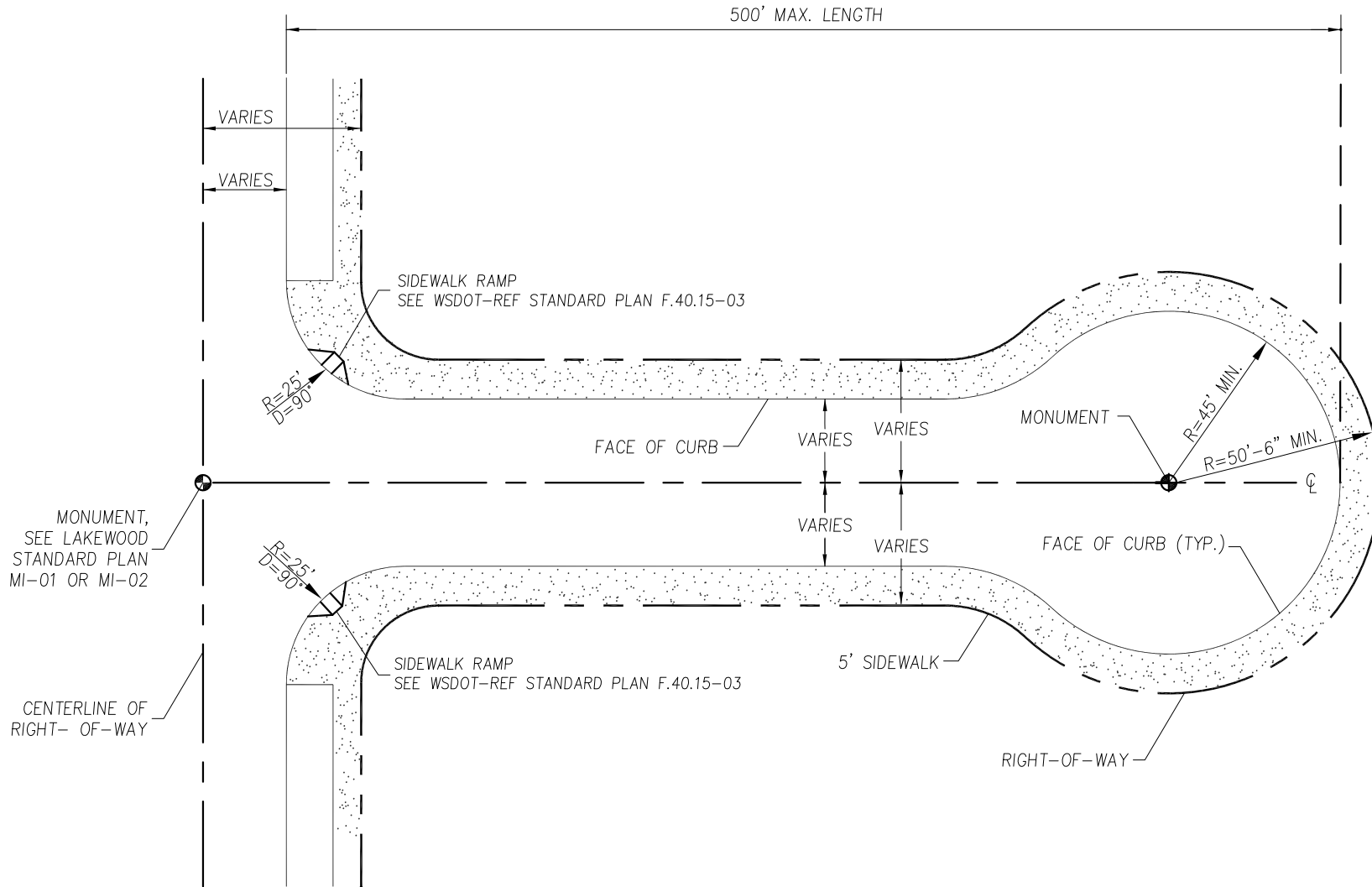
Disclaimer: The city clerk's office has the official version of the Lakewood Municipal Code. Users should contact the city clerk's office for ordinances passed subsequent to the ordinance cited above.

[City Website: www.cityoflakewood.us](http://www.cityoflakewood.us)

[City Telephone: \(253\) 589-2489](tel:(253)589-2489)

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# ATTACHMENT C



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Paul A. Bucich, P.E.  
PUBLIC WORKS DIRECTOR/CITY ENGINEER  
01/10/20  
DATE

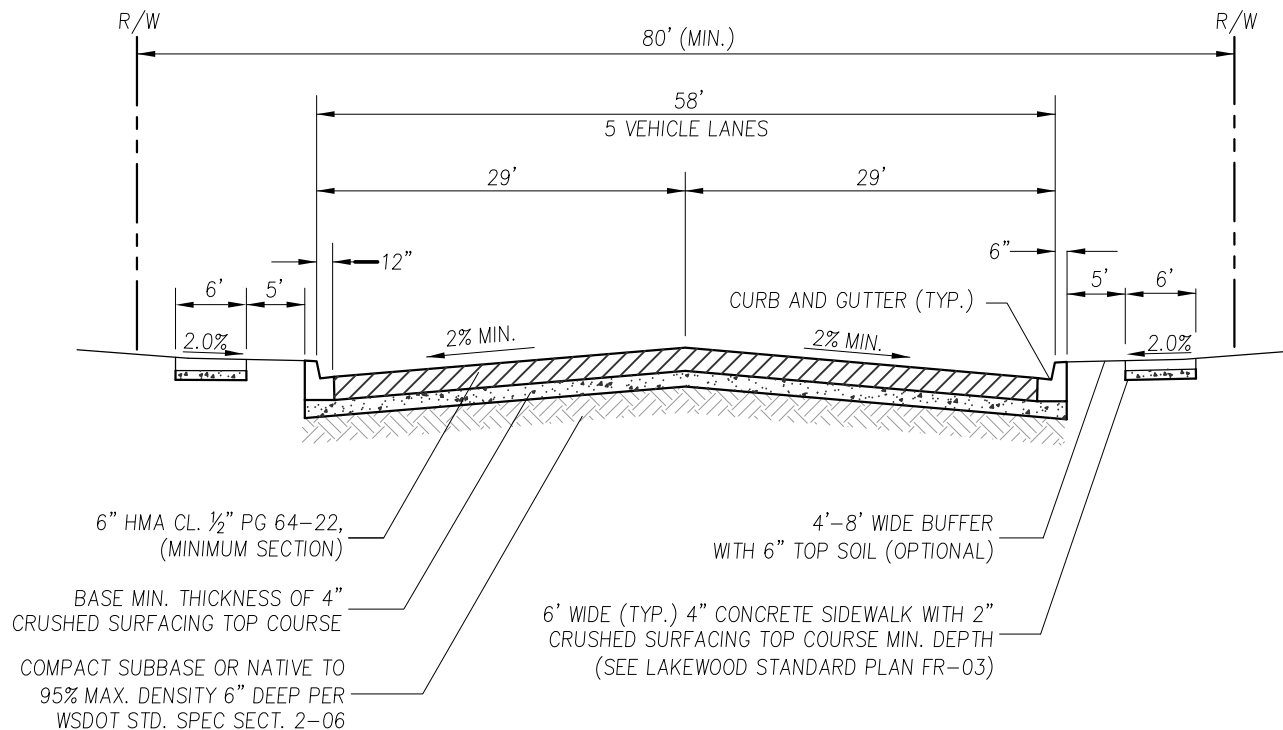


Public Works Department

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11/05/19	ORIGINAL DRAWING	AD/CD	PAB

**Residential Cul-De-Sac**

57 **RW-01**



### GENERAL NOTES:

1. THE 12" GUTTER IS INCLUDED IN THE CURB LANE.
2. ADD 12' TO STANDARD CROSS SECTION AND RIGHT-OF-WAY WHEN DUAL LEFT TURN LANES ARE REQUIRED.
3. ADD 4' TO EACH SIDE OF THE PAVEMENT SECTION AND RIGHT-OF-WAY WHEN BIKE LANES ARE REQUIRED OR 5' BIKE LANE WHEN NEXT TO 11' OUTSIDE LANE.
4. PAVEMENT SECTIONS SHOWN ARE MINIMUM ALLOWED AND SHALL BE SUPPORTED BY ENGINEERED PAVEMENT DESIGN.
5. SEE PROJECT LANDSCAPE PLANS FOR FOR PLANTERS STRIP DEDTAILS.
6. 10' SIDEWALK WIDTH AT TRANSIT STOP LOCATIONS.

### RIGHT-OF-WAY CALCULATION

#### TYPICAL SECTION

2 INSIDE TRAVEL LANES AT 11' = 22'  
 2 CURB TRAVEL LANES AT 12' = 24'  
 1 TURN LANE AT 12'  
 (SEE NOTE 1)

CURB-TO-CURB WIDTH = 58'

2 CURBS AT 0.5' = 1'  
 2 PLANTER STRIPS AT 4.5' = 9'  
 2 SIDEWALKS AT 6' = 12'

STANDARD RIGHT-OF-WAY WIDTH = 80'

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 DATE



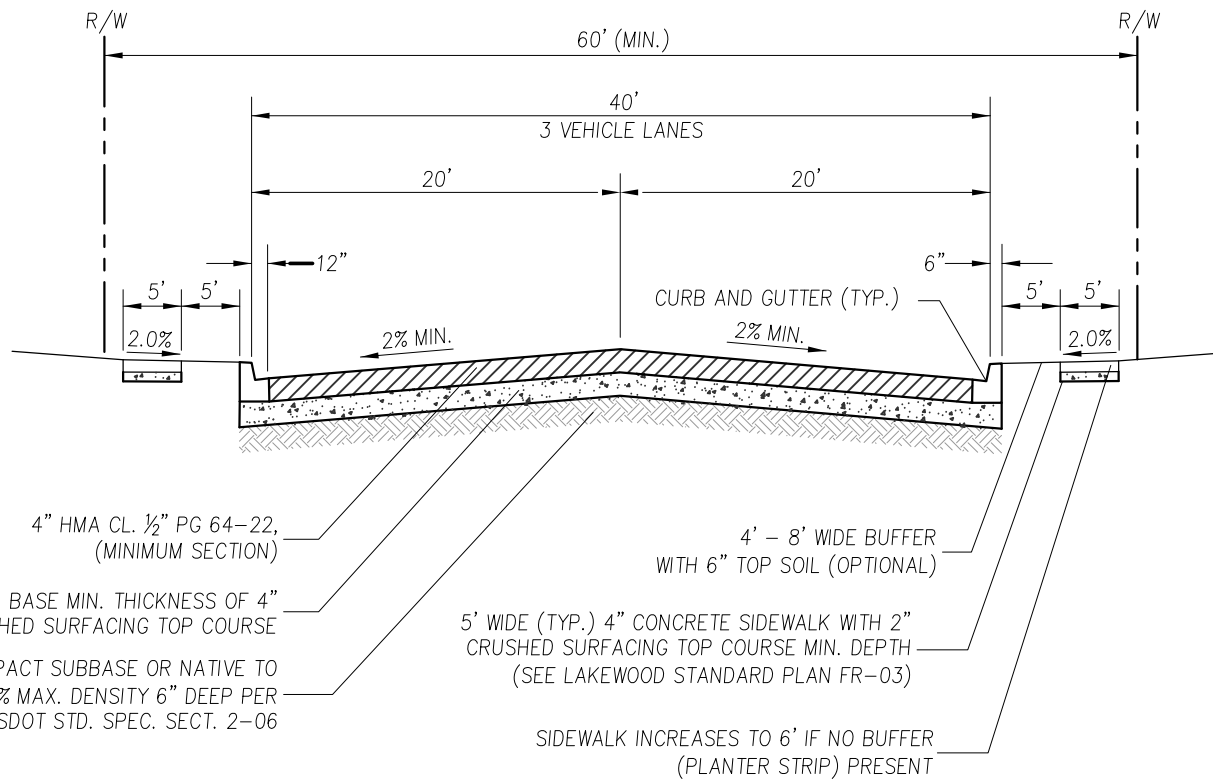
Public Works Department

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6000 Main Street SW 98499

NOT TO SCALE

**Principal/Minor  
 Arterial Street**



### GENERAL NOTES:

1. EXTRA WIDTH MAY BE REQUIRED FOR BICYCLE FACILITIES.
2. THIS TYPICAL STREET CROSS SECTION DOES NOT PROVIDE FOR ON STREET PARKING.
3. PAVEMENT SECTIONS SHOWN ARE MINIMUM ALLOWED AND SHALL BE SUPPORTED BY ENGINEERED PAVEMENT DESIGN.
4. SEE PROJECT LANDSCAPE PLANS FOR PLANTERS STIP DETAILS.
5. 10' SIDEWALK WIDTH AT TRANSIT STOP LOCATIONS.

### RIGHT-OF-WAY CALCULATION

#### TYPICAL SECTION

2 CURB LANES AT 14' = 28'  
1 TURN LANE AT 12'  
(SEE NOTE 2)

CURB-TO-CURB WIDTH = 40'

2 CURBS AT 0.5' = 1'  
2 PLANTER STRIPS AT 4.5' = 9'  
2 SIDEWALKS AT 5' = 10'

STANDARD RIGHT-OF-WAY WIDTH = 60'

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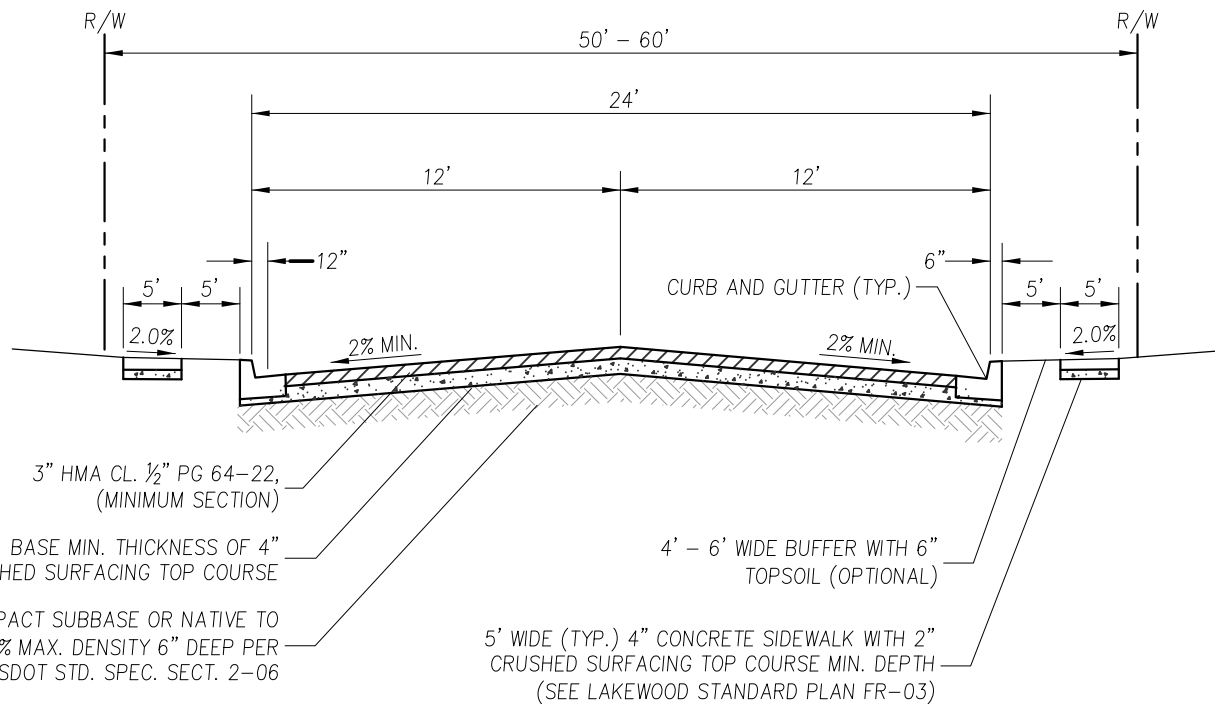
41 of 53

6000 Main Street SW 98499

NOT TO SCALE

**Collector  
Arterial Street**

59 **RW-03**



### GENERAL NOTES:

1. THE TRAVEL LANES ACCOMMODATE BICYCLES AND MOTORIZED VEHICLES.
2. 10' SIDEWALK WIDTH AT TRANSIT STOP LOCATIONS.
3. RIGHT OF WAY WIDTH 50 FEET WITH UNDERGROUND UTILITY; 60 FEET WITH SURFACE UTILITIES.

### RIGHT-OF-WAY CALCULATION

#### TYPICAL SECTION

2 TRAVEL LANES AT 12' = 24'

CURB-TO-CURB WIDTH = 24'

2 CURBS AT 0.5' = 1'  
 2 PLANTER STRIPS AT 5' = 10'  
 2 SIDEWALKS AT 5' = 10'

STANDARD RIGHT-OF-WAY  
 WIDTH = 60'

APPROVED FOR PUBLICATION

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01/10/20  
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Public Works Department

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6000 Main Street SW 98499

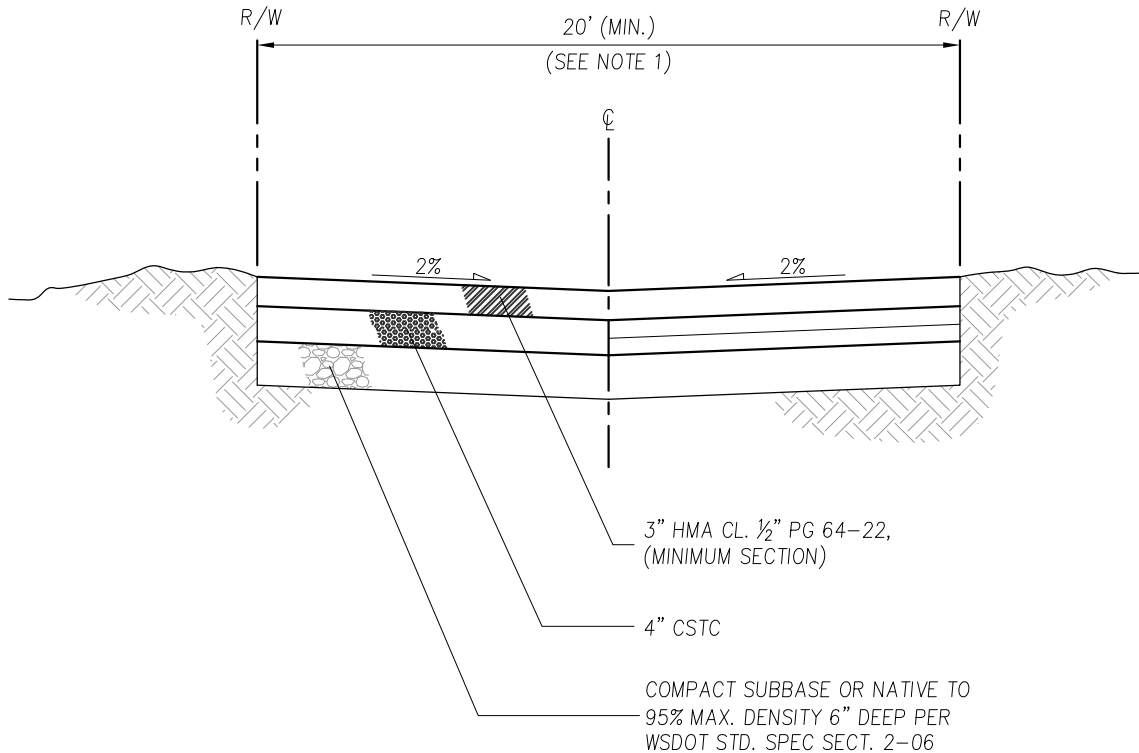
NOT TO SCALE

**Local Access  
 Street**

60 **RW-04**

### GENERAL NOTES:

1. ALL NEW ALLEYS SHALL HAVE A MINIMUM WIDTH OF 20'. ALLEY RIGHT-OF-WAYS MAY VARY. SEE LAKEWOOD ENGINEERING STANDARDS MANUAL SECTION 4.10.
2. COMPACTION TESTS ON HMA SHALL BE A MIN. OF 92% OF MAXIMUM DENSITY VALUE.
3. COMPACTION TESTS ON SUBGRADE AND TOP OF ROCK WILL BE REQUIRED. THE NUMBER OF TESTS SHALL BE AT THE DISCRETION OF THE DIRECTOR. ALL TESTING SHALL BE THROUGH A LICENSED LABORATORY. THE MINIMUM COMPACTION SHALL BE 95% OF MAXIMUM DRY DENSITY OF BOTH SUBGRADE AND TOP OF ROCK.
4. ADJUST ALL UTILITIES TO FINISH GRADE.



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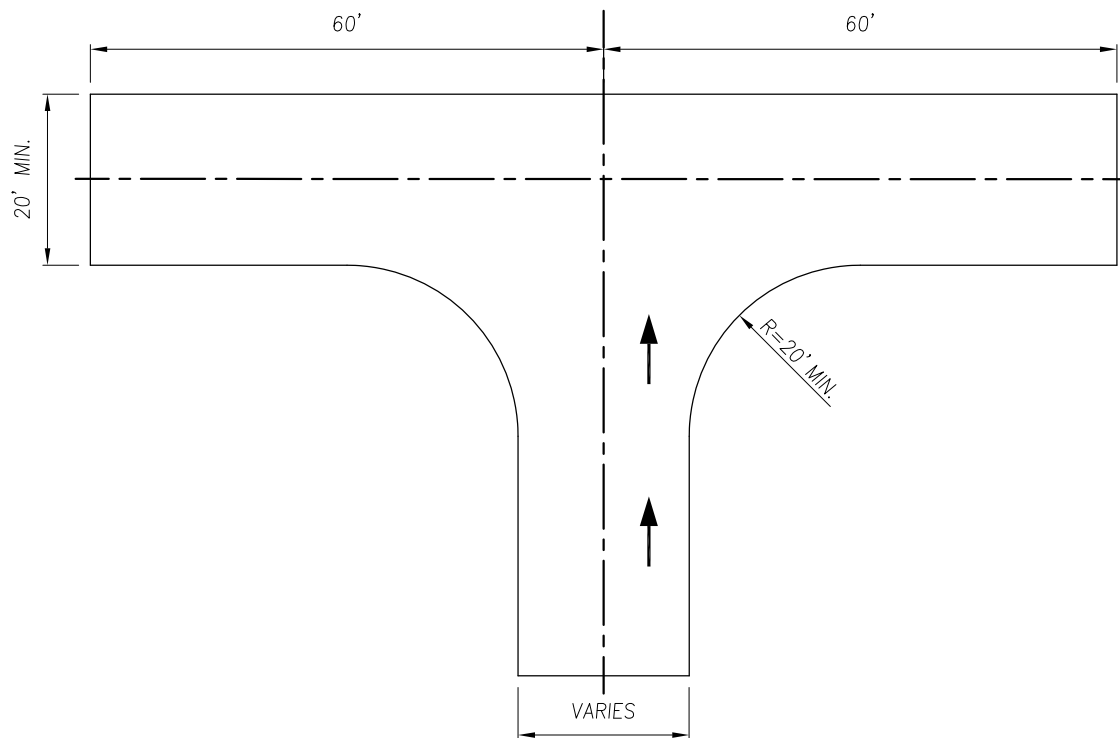
43 of 53

6000 Main Street SW 98499

NOT TO SCALE

**Alley**

61 **RW-05**



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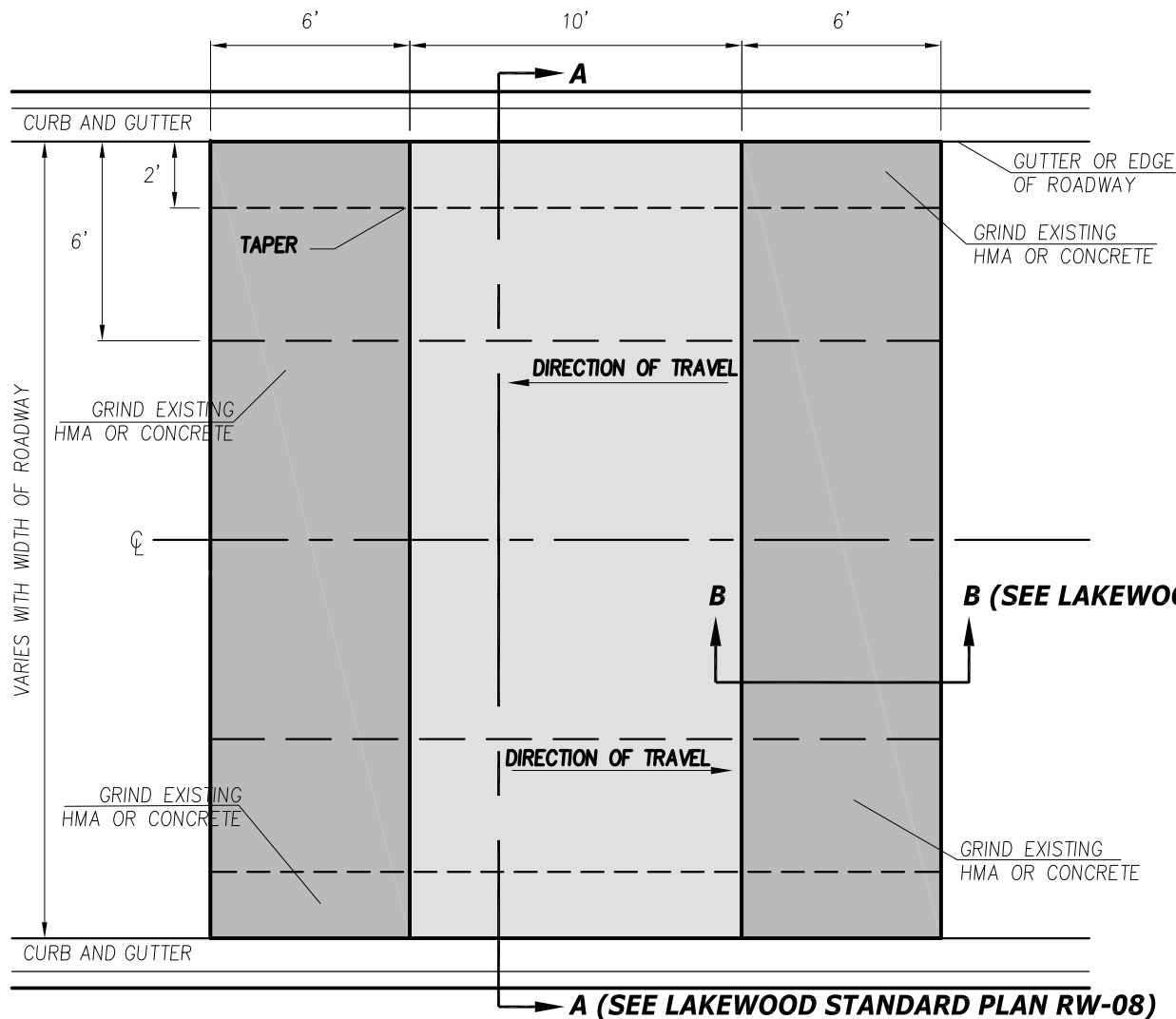
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6000 Main Street SW 98499

NOT TO SCALE

**Dead-End  
 Hammerhead**





### GENERAL NOTES:

1. MATERIALS AND CONSTRUCTION REQUIREMENTS SHALL BE PER LATEST EDITION OF WSDOT STANDARD SPECIFICATIONS FOR ROAD, BRIDGE, AND MUNICIPAL CONSTRUCTION UNLESS OTHERWISE NOTED.
2. EXACT LOCATIONS OF SPEED TABLE TO BE DETERMINED IN THE FIELD BY THE PROJECT ENGINEER.
3. TAPER SPEED TABLE TO TWO INCHES ABOVE EXISTING SHOULDER GRADE IF THERE IS NO CURB AND GUTTER.
4. SEE LAKEWOOD STANDARD PLAN RW-08 FOR TYPICAL SECTION "A-A" A NORMAL CROWN SECTION DETAIL. EXISTING ROADWAY PAVEMENT PROFILES AND CROWN MAY VARY FROM THE TYPICAL. IN ALL CASES A 3" DEPTH HMA TABLE SHALL BE CONSTRUCTED WITH 2" GRINDING AND HMA DEPTH AT THE MEET LINES.
5. SEE LAKEWOOD STANDARD PLAN RW-09 FOR PAVEMENT MARKINGS AND SIGNAGE.

### SPEED TABLE - PLAN

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PUBLIC WORKS DIRECTOR/CITY ENGINEER

01/10/20  
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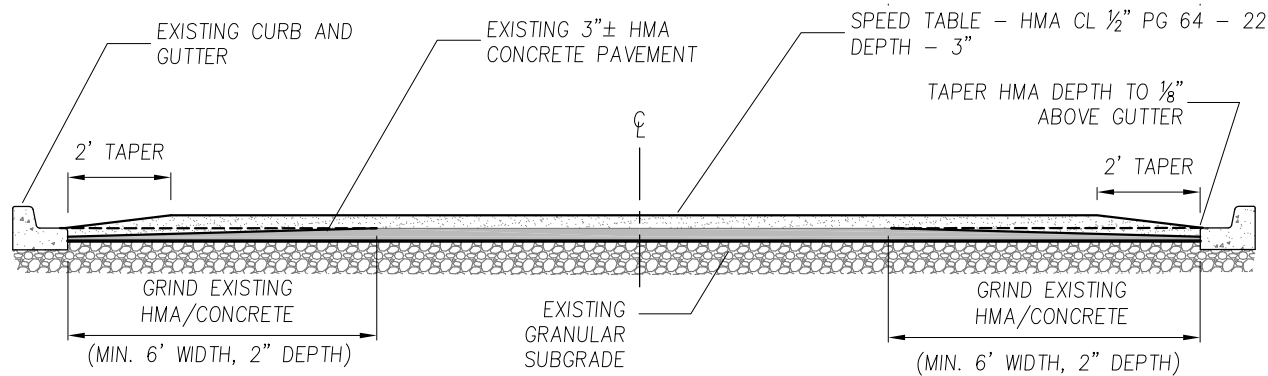
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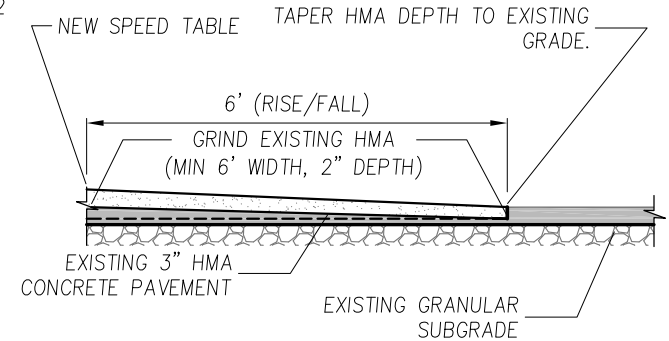
6000 Main Street SW 98499

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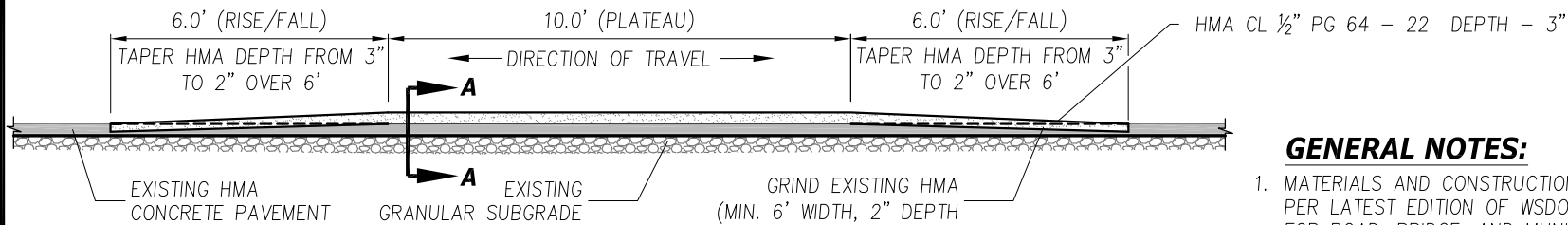
**Speed Table  
Construction**



**SPEED TABLE SECTION A-A**



**SPEED TABLE SECTION B-B**



**SPEED TABLE CENTER PROFILE**

**GENERAL NOTES:**

1. MATERIALS AND CONSTRUCTION REQUIREMENTS SHALL BE PER LATEST EDITION OF WSDOT STANDARD SPECIFICATIONS FOR ROAD, BRIDGE, AND MUNICIPAL CONSTRUCTION UNLESS OTHERWISE NOTED.
2. EXACT LOCATION OF SPEED TABLES TO BE DETERMINED IN THE FIELD BY THE PROJECT ENGINEER.
3. IF CURB AND GUTTER DOES NOT EXIST, TAPER SPEED TABLE TO TWO INCHES ABOVE EXISTING SHOULDER GRADE.

**APPROVED FOR PUBLICATION**

*Paul A. Bucich*  
**Paul A. Bucich, P.E.**  
 PUBLIC WORKS DIRECTOR/CITY ENGINEER

01/10/20  
 DATE



Public Works Department

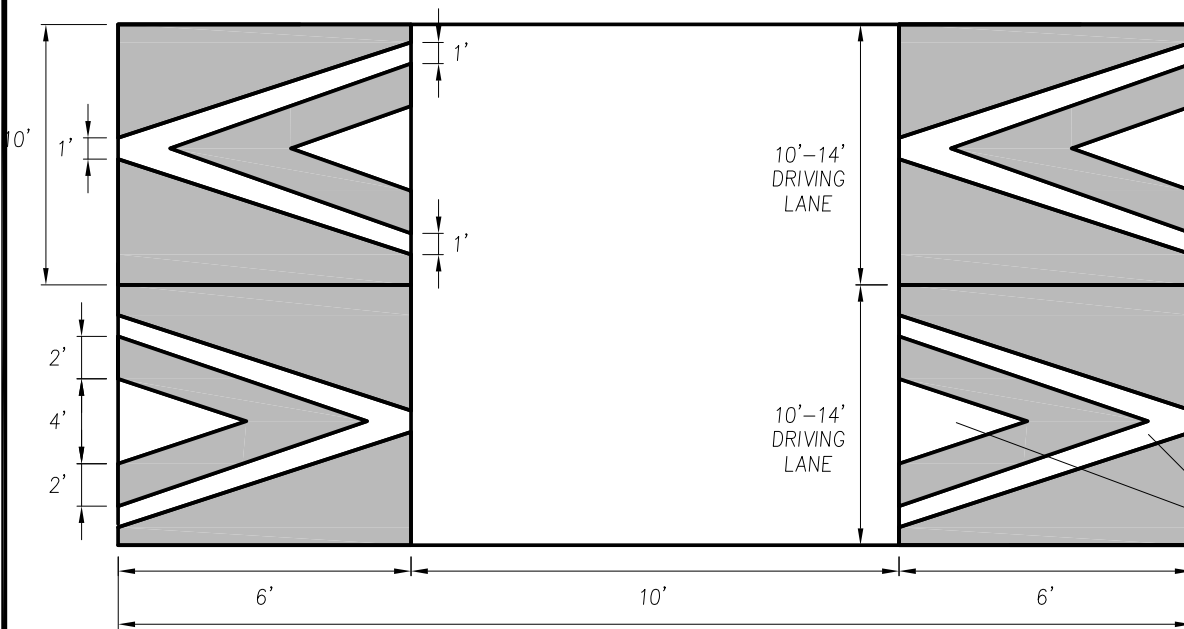
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46 of 53

6000 Main Street SW 98499

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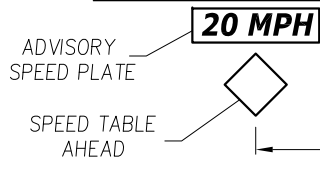
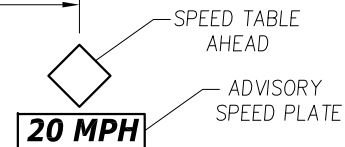
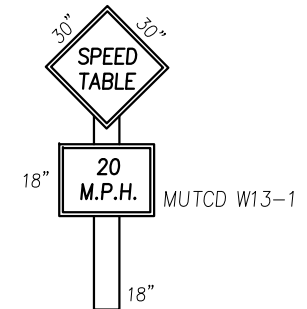
**Speed Table  
 Details**



### GENERAL NOTES:

1. SIGNS AND MARKINGS SHALL BE VERIFIED BY THE ENGINEER PRIOR TO INSTALLATION.
2. SEE LAKEWOOD STANDARD PLAN RW-07 AND RW-08 FOR SPEED TABLE CONSTRUCTION DETAILS.
3. SEE MUTCD FIGURE 3B-30 FOR PAVEMENT MARKING DETAILS.
4. TRAFFIC SIGNS SHALL HAVE BLACK BORDER AND TEXT ON YELLOW BACKGROUND. SIGNS SHALL HAVE TYPE FOUR HIGH INTENSITY SHEETINGS.

SEE NOTE 1  
TYPICAL



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PUBLIC WORKS DIRECTOR/CITY ENGINEER

01/10/20  
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6000 Main Street SW 98499

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**Speed Table  
Pavement Markings  
and Signage**

65 RW-09

## ATTACHMENT D

### Lakewood 2044 Growth Targets

Lakewood has to plan for **9,378 new housing units** plus **574 new emergency housing units** by 2044, and under state law, some of the units have to be **affordable**<sup>4</sup> to people at all percentages of the Pierce County's area median income (AMI) identified below:

Permanent Housing Needs by % of Pierce County Area Median Income <sup>5</sup> (AMI)									
	Total	0-30%		30-50%	50-80%	80-100%	100-120%	120%+	Emergency Units***
		PSH*	Non-PSH						
'20 Estimate	26,999	588	101	4,565	11,699	4,347	2,250	3,449	8
'44 Allocation	<b>9,378</b>	<b>1,212</b>	<b>1,367</b>	<b>1,739</b>	<b>1,375</b>	<b>592</b>	<b>536</b>	<b>2,287</b>	<b>574</b>

\*PSH = Permanent Supportive Housing

\*\*\*The Downtown and Station District Subareas both allow emergency shelter and housing units per Ordinance 789. Permanent supportive housing, rapid rehousing, and transitional housing are allowed in all areas zoned for residential units citywide.

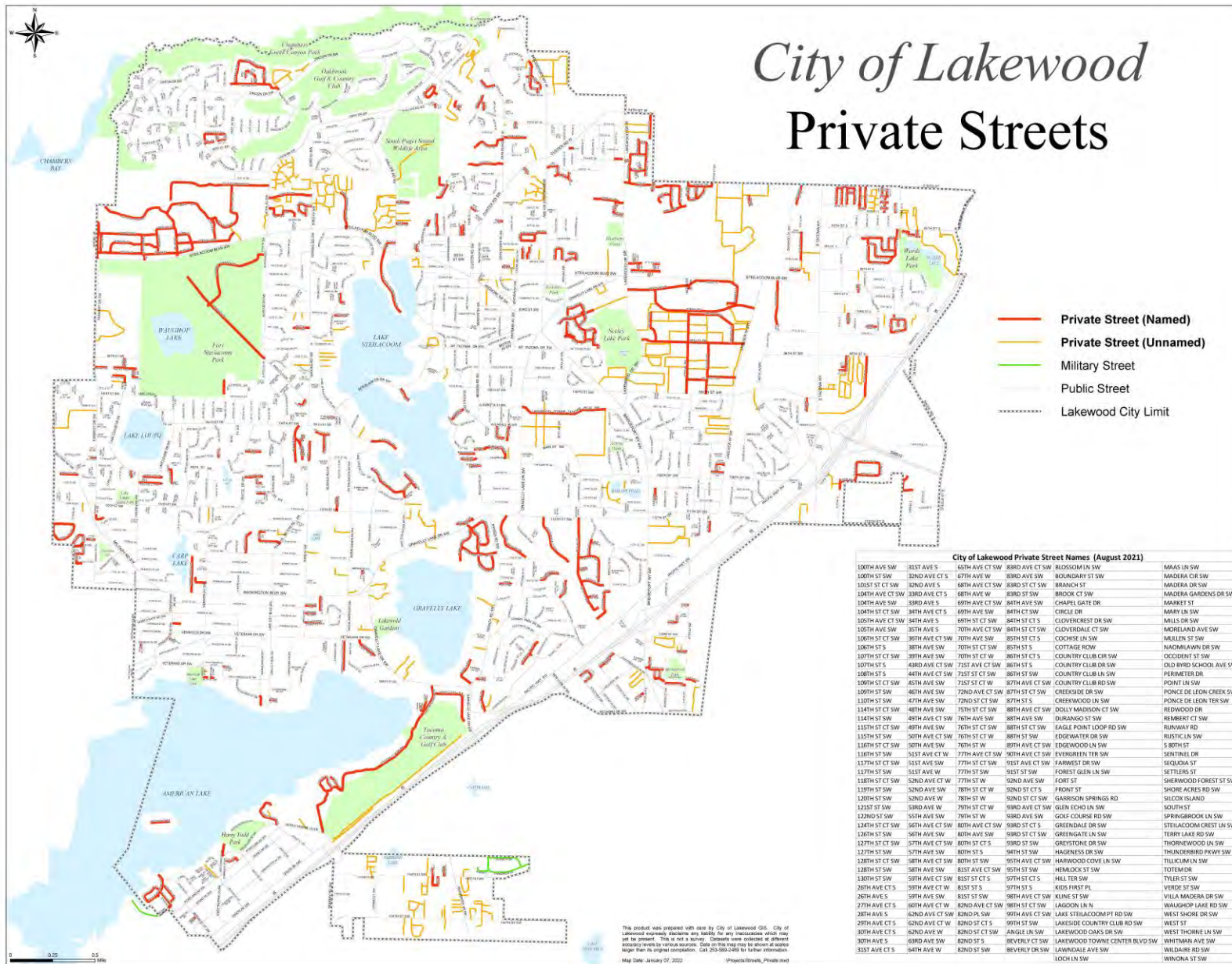
	2044 Growth Target	ID'd for DSAP by 2035**	ID'd for LDS by 2035**	Elsewhere in City	Emergency Units
<b>Housing Units**</b>	9,378	2,257 (24%)	1,722 (18%)	5,399 (58%)	574
<b>Jobs</b>	9,863	7,359 (75%)	1,276 (13%)	1,228 (12%)	-

\*\*Housing Units by AMI will need to be allocated within the City's Downtown and Station District subareas along with the rest of the City as part of the 2024 Comprehensive Plan Periodic Review.

If Lakewood finds it doesn't have enough capacity for lower income housing needs, it will need to add more zoning capacity for higher density housing types in residential zones as part of the 2024 Comprehensive Plan Periodic Review.

<sup>4</sup> What is "affordable housing"? Housing that costs no more than 30% of what a household makes each month.

<sup>5</sup> Pierce County's AMI is roughly 20% higher than Lakewood's citywide AMI.





## E2SHB 1110 Chapter 332, 2023 Laws

<u>Bill</u> ▼	<u>RCW</u>	<u>Description</u>	<u>Action</u>
<a href="#"><u>E2SHB 1110</u></a>	<a href="#"><u>36.70a</u></a>	Middle housing	Add section or chapter
<a href="#"><u>E2SHB 1110</u></a>	<a href="#"><u>36.70a.030</u></a>	Middle housing	Amend section
<a href="#"><u>E2SHB 1110</u></a>	<a href="#"><u>36.70a.280</u></a>	Middle housing	Amend section
<a href="#"><u>E2SHB 1110</u></a>	<a href="#"><u>43.21c.450</u></a>	Middle housing	Amend section
<a href="#"><u>E2SHB 1110</u></a>	<a href="#"><u>43.21c.495</u></a>	Middle housing	Amend section
<a href="#"><u>E2SHB 1110</u></a>	<a href="#"><u>64.32</u></a>	Middle housing	Add section or chapter
<a href="#"><u>E2SHB 1110</u></a>	<a href="#"><u>64.34</u></a>	Middle housing	Add section or chapter
<a href="#"><u>E2SHB 1110</u></a>	<a href="#"><u>64.38</u></a>	Middle housing	Add section or chapter
<a href="#"><u>E2SHB 1110</u></a>	<a href="#"><u>64.90</u></a>	Middle housing	Add section or chapter

## EHB 1337 Chapter 334, 2023 Laws

<u>Bill</u> ▼	<u>RCW</u>	<u>Description</u>	<u>Action</u>
<a href="#"><u>EHB 1337</u></a>	<a href="#"><u>36.70a</u></a>	Accessory dwelling units	Add section or chapter
<a href="#"><u>EHB 1337</u></a>	<a href="#"><u>36.70a.280</u></a>	Accessory dwelling units	Amend section
<a href="#"><u>EHB 1337</u></a>	<a href="#"><u>36.70a.696</u></a>	Accessory dwelling units	Amend section
<a href="#"><u>EHB 1337</u></a>	<a href="#"><u>43.21c.495</u></a>	Accessory dwelling units	Amend section
<a href="#"><u>EHB 1337</u></a>	<a href="#"><u>64.32</u></a>	Accessory dwelling units	Add section or chapter
<a href="#"><u>EHB 1337</u></a>	<a href="#"><u>64.34</u></a>	Accessory dwelling units	Add section or chapter
<a href="#"><u>EHB 1337</u></a>	<a href="#"><u>64.38</u></a>	Accessory dwelling units	Add section or chapter
<a href="#"><u>EHB 1337</u></a>	<a href="#"><u>64.90</u></a>	Accessory dwelling units	Add section or chapter

# Effects of Housing Densification on Lakewood Parking and Streets

**11/27/23 City Council**

Tiffany Speir, Long Range & Strategic Planning Manager  
Community & Economic Development Department



**Lakewood**

2024 Periodic Review



# Current City Parking Policies and Regulations

- Lakewood's current planning policies and code do not allow on-street parking in residential areas; they only allow off-street/on-site parking. In addition, when the City pursues motorized and non-motorized infrastructure grants, it currently does not include on-street parking in its funding requests for any street type.
- This discussion is to provide the City Council an early look at issues related to parking in residential areas that have been changed because of new middle housing and ADU requirements, as well as other background information for the City Council.
- Further discussion and potential Council action will be during the 2024 Comprehensive Plan Periodic Review next year.

## **Recommendation**

It is recommended that as part of the 2024 Comprehensive Plan Periodic Review, that the City Council consider whether the City's current parking policies and transportation improvement projects should be changed to allow on-street parking in residential areas.

# Summary of Lakewood 2044 Housing Growth Targets

Permanent Housing Needs by % of Pierce County Area Median Income (AMI)									
	Total	0-30%		30-50%	50-80%	80-100%	100-120%	120%+	Emergency Units***
		PSH*	Non-PSH						
'20 Estimate	26,999	588	101	4,565	11,699	4,347	2,250	3,449	8
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\*PSH = Permanent Supportive Housing

Lakewood adopted housing targets for both the Downtown and Station District Subareas. The City will need to update these targets to include calculations of housing units by AMI along with the rest of the City during the 2024 Periodic Review.

	2044 Growth Target	ID'd for DSAP by 2035**	ID'd for LSDS by 2035**	Elsewhere in City	Emergency Units
<b>Housing Units**</b>	9,378	2,257 (24%)	1,722 (18%)	5,399 (58%)	574
<b>Jobs</b>	9,863	7,359 (75%)	1,276 (13%)	1,228 (12%)	-

If Lakewood finds it doesn't have enough capacity for lower income housing needs, it will need to add more zoning capacity for higher density housing types in the residential zones as part of the 2024 Comprehensive Plan Periodic Review.

# 2023 Housing Bills Require Changes to Parking and Street Policies and Regulations

**Lakewood must authorize a minimum number of middle housing units (2 or 4) on all lots zoned predominately for residential use and greater than 1,000 square feet.**

“Middle housing” is defined as buildings that “contain two or more attached, stacked, or clustered homes, including duplexes, triplexes, fourplexes, fiveplexes, sixplexes, townhouses, stacked flats, courtyard apartments, and cottage housing.”



Source: WA Department of Commerce

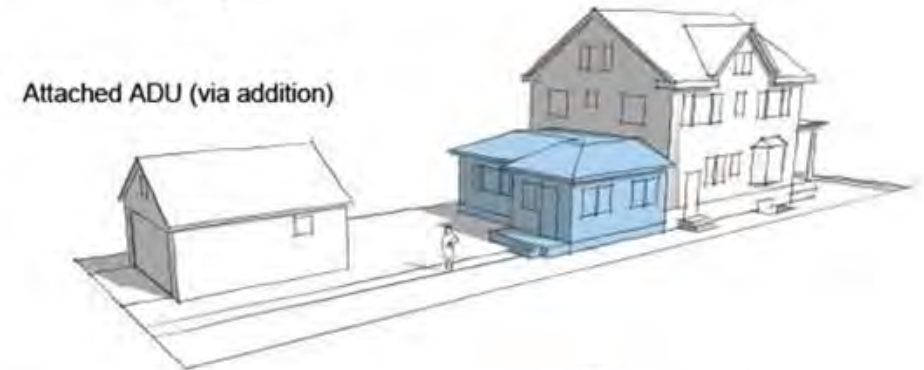
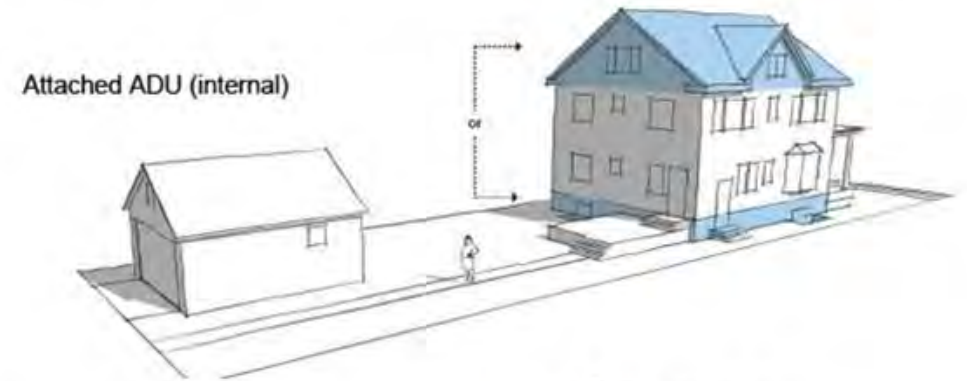
# 2023 Housing Bills Require Changes to Parking and Street Policies and Regulations

**Lakewood must allow at least 2 ADUs on all lots that meet the minimum lot size in each zone that allows for single-family homes.**

- Lakewood may limit the number of ADUs to 2, in addition to the principal unit, on residential lots of 2,000 square feet or less.
- ADUs can be attached to, or detached from, a “principle unit” (i.e., the single-family housing unit, duplex, triplex, townhome, or other housing unit located on the same lot as an accessory dwelling unit.)

## Examples of Accessory Dwelling Units (ADUs)

*ADUs in blue; main residence in white*



*Image credit: City of Saint Paul, MN*

# Summary of Middle Housing and ADU Densities

Housing Units	How many per lot?
<b>Middle Housing Basic Rule</b>	<b>2</b> units/lot in <u>SF areas</u> (R1-R4 zones)
<b>Middle Housing <math>\frac{1}{4}</math> Mile from Major Transit Stop</b>	<b>4</b> units/lot in <u>SF areas</u> (R1-R4 zones)
<b>Middle Housing if 1+ unit affordable</b>	<b>4</b> units/lot wherever base rule applies in <u>SF areas</u> (R1-R4 zones)
<b>Middle Housing in non-sewered areas</b>	<b>2</b> units/lot in <u>SF areas</u> until either the landowner or local government provides sewer service or demonstrates a sewer system will serve the development at the time of construction.
<b>Accessory Dwelling Units (ADUs)</b>	<b>2</b> ADUs in addition to primary residence on all lots that meet the minimum lot size in <u>each zone that allows for single-family homes</u> (R1-R4, ARC zones)



Lakewood must change what types and how many housing units per lot are allowed in the yellow and orange areas of the map.

**BUT**

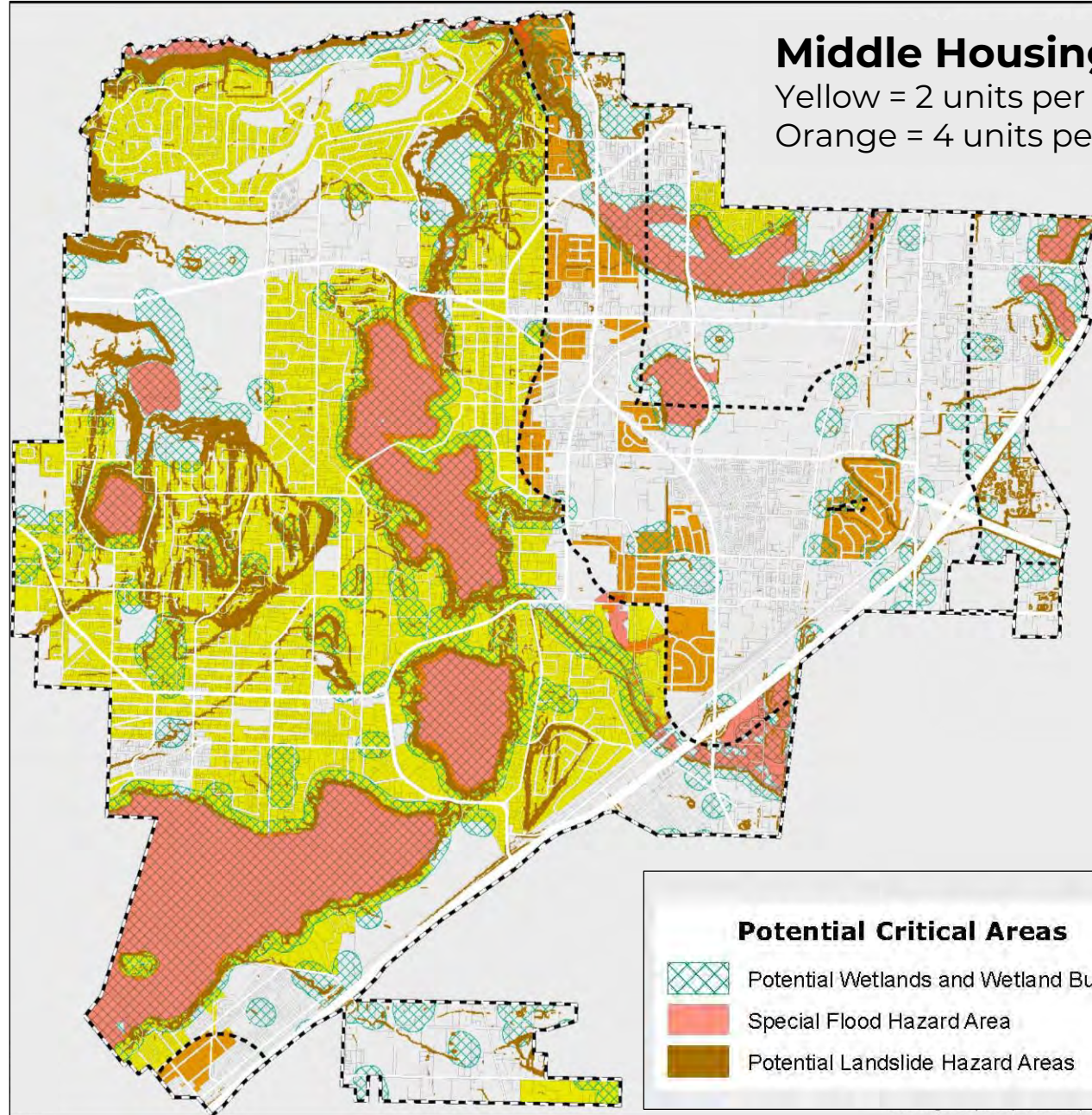
There are limitations because of lakes, wetlands, Oregon White Oak stands, and other “critical” (environmentally sensitive) areas.

## Middle Housing and ADU Map\*:




Yellow = 2 units per lot  
Orange = 4 units per lot

**Draft**




\*2 ADUs per lot in yellow and orange areas and also in ARC zone, which is only 23 more acres citywide.



### Potential Critical Areas

-  Potential Wetlands and Wetland Buffers
-  Special Flood Hazard Area
-  Potential Landslide Hazard Areas

### R1 through R4 Zoned Parcels

-  Inside 1/4 Mile Transit Distance
-  Outside 1/4 Mile Transit Distance
-  1/4 Mile Transit Buffer\*

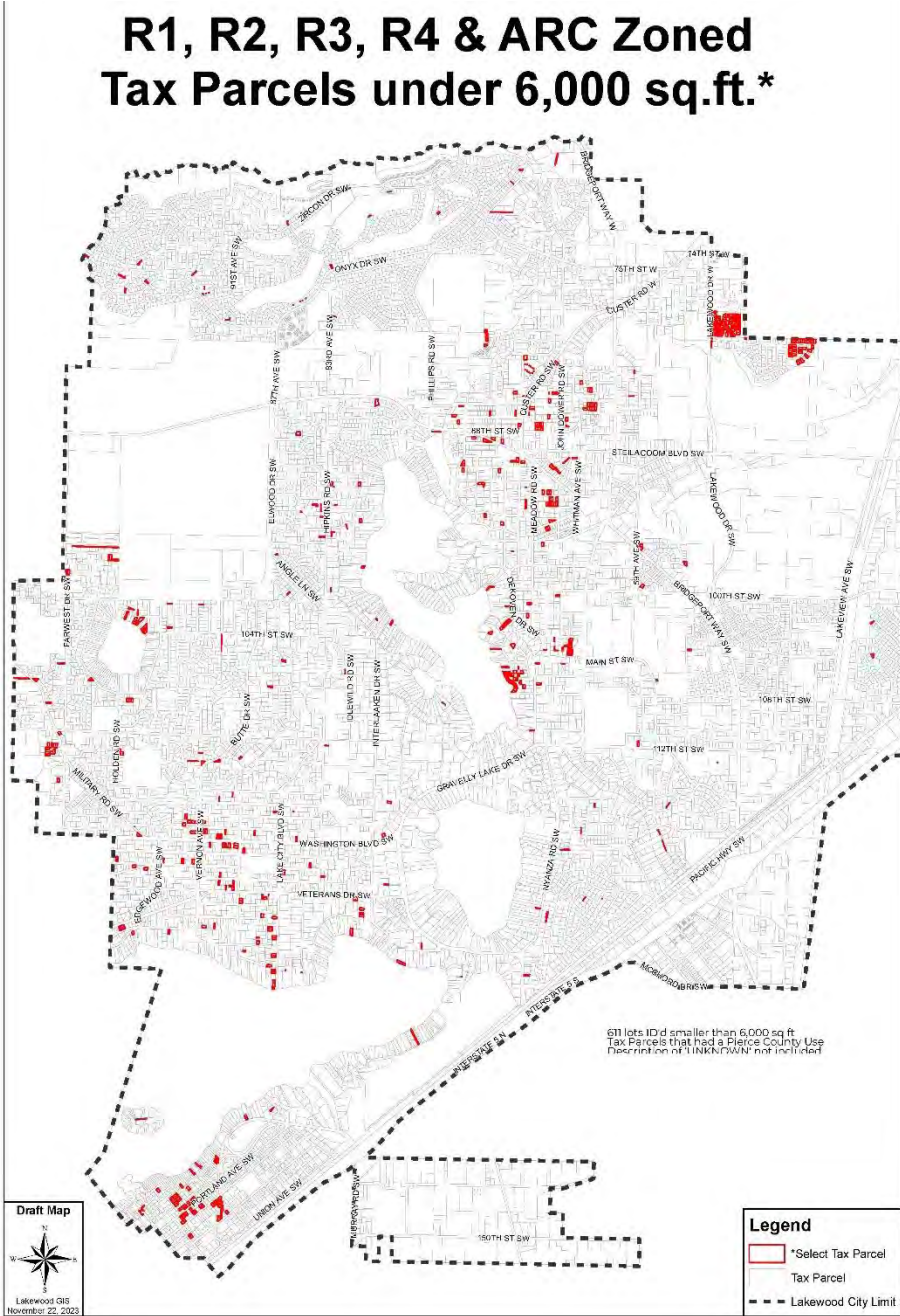
# Parking Rules for Middle Housing and ADUs

Lakewood may not:

- require more than 1 off-street/on-site parking space per unit for middle housing or ADUs on lots smaller than 6,000 sq.ft\*; or
- require more than 2 off-street/on-site parking spaces per unit for middle housing or ADUs on lots greater than 6,000 sq.ft.
- require public street improvements as a permitting condition of ADUs; or
- require off-street/on-site parking as a permitting condition for middle housing or ADUs  $\frac{1}{2}$  mile or less from a Major Transit Stop.

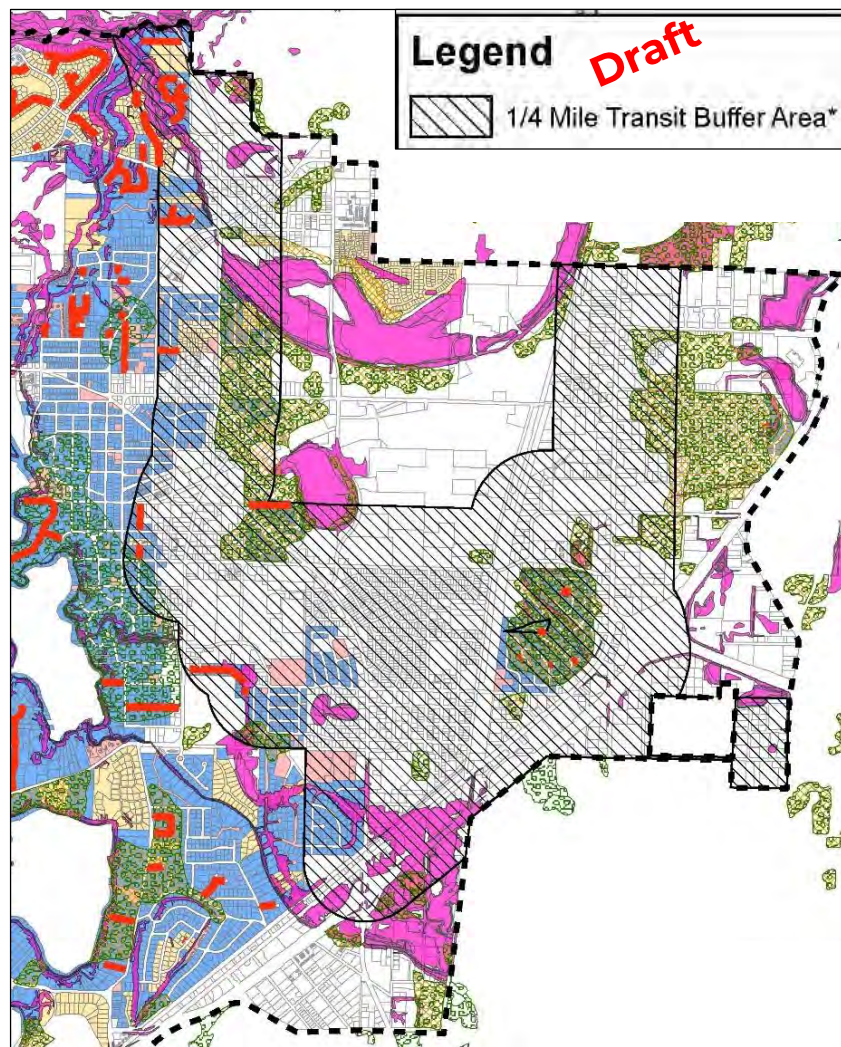


There are an estimated 611 residential parcels located throughout the City smaller than 6,000 sq.ft.

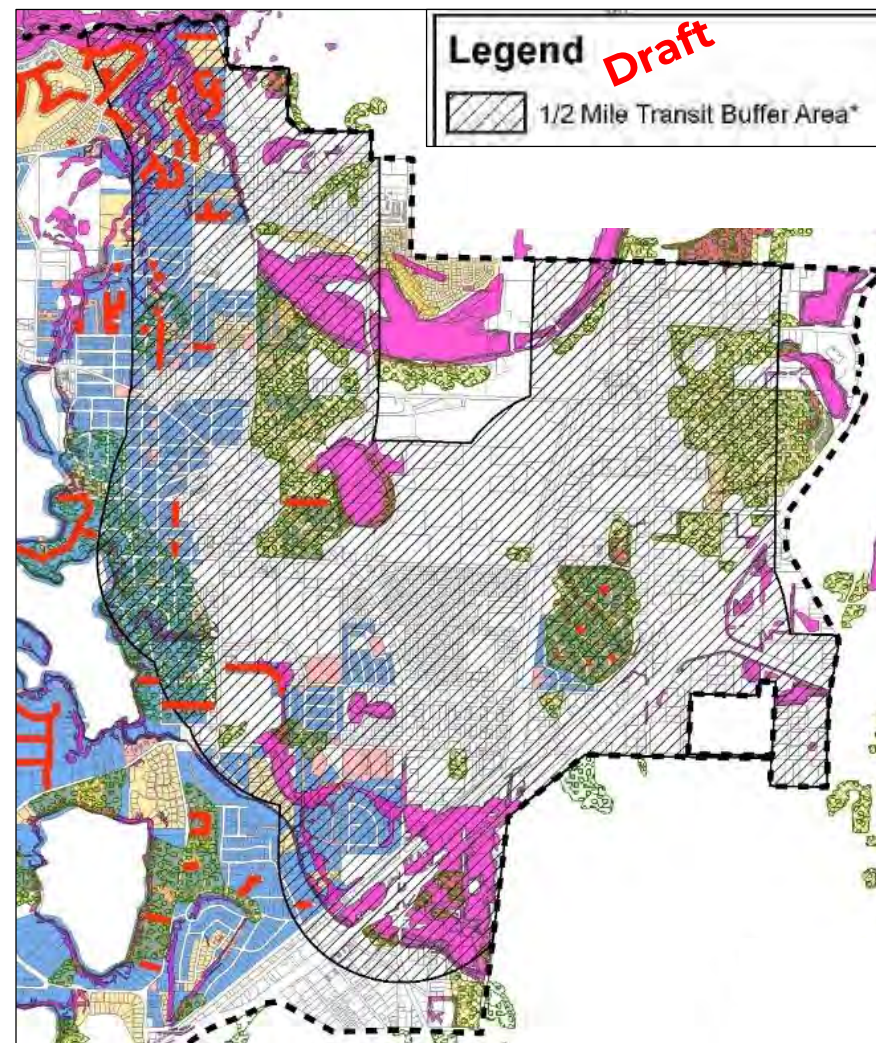




**1/4 mile buffer = 4 units/lot middle housing.**



**1/2 mile buffer = no off-street/on-site parking as a permitting condition for middle housing or ADUs.**



# Planning Commission Discussion re Parking in Lakewood

The Planning Commission held two study sessions to discuss parking policies, regulations, and funding in November. In summary, the Commission has initially recommended:

- allow on street parking in residential areas;
- consider adopting street designs in residential areas with less than 60 feet ROW that allow for on street parking and emergency access but are not necessarily the same design as streets with 60+ feet ROW;
- ensure that delivery vehicles can travel through residential areas where on-street parking may be allowed;
- expand shared parking programs and options;
- require public and private investment in residential on-street parking;
- establish funding for residential and commercial on-street parking (e.g., parking permits, parking meters, and/or code enforcement fees); and
- regularly revisit parking policies and regulations (e.g., every 2 years) to ensure they are requiring and allowing the City's desired outcomes.

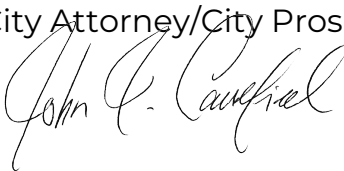
# CITY COUNCIL DISCUSSION TOPICS:

- Should Lakewood allow on-street parking?
  - If not, how should the City plan to address increased parking pressures in areas of residential infill over time?
  - If so, where?
    - Residential areas?
    - Mixed Use areas?
    - Commercial areas?
    - Elsewhere?
  - If so, should on-street parking be publicly or privately owned and maintained?
  - If so, how should on-street parking construction be funded?
    - Public funds?
    - Private funds?
    - Some combination?
  - If so, how should on-street parking maintenance be funded?
    - Public funds?
    - Private funds?
    - Some combination?
  - If so, how should on-street parking code enforcement be funded?
    - Public funds
    - Private funds
    - Some combination?



TO: Mayor and City Councilmembers

FROM: Heidi Ann Wachter, City Attorney  
Lise Schumacher, Assistant City Attorney/City Prosecutor

THROUGH: John Caulfield, City Manager 

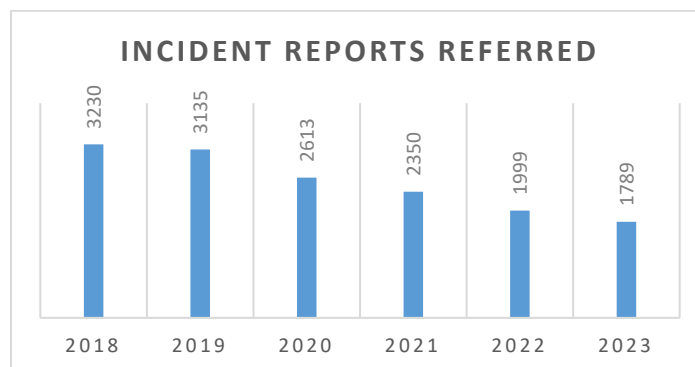
DATE: Monday, November 27, 2023

SUBJECT: Prosecution Services Update

This is an update to the [June 28, 2021](#) briefing to the City Council. That report detailed the impact of a declining caseload along with more general information about misdemeanor prosecution in the City of Lakewood.

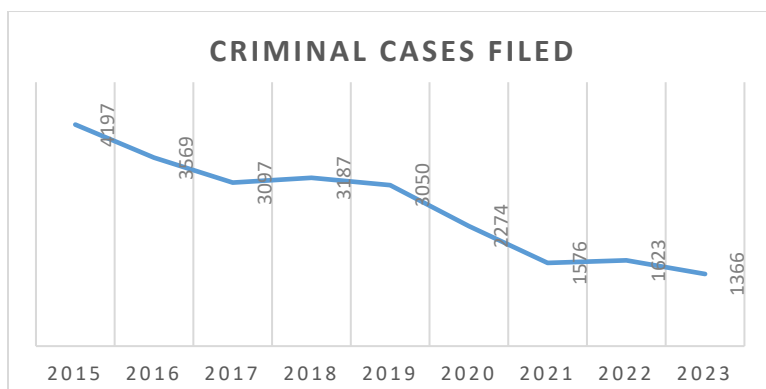
#### **a. Caseload**

Caseload continues to hover at levels substantially lower than in pre-Covid years. The degree of decline is less than in earlier years but remains a factor. This is due, at least in part, to fewer referrals from law enforcement:



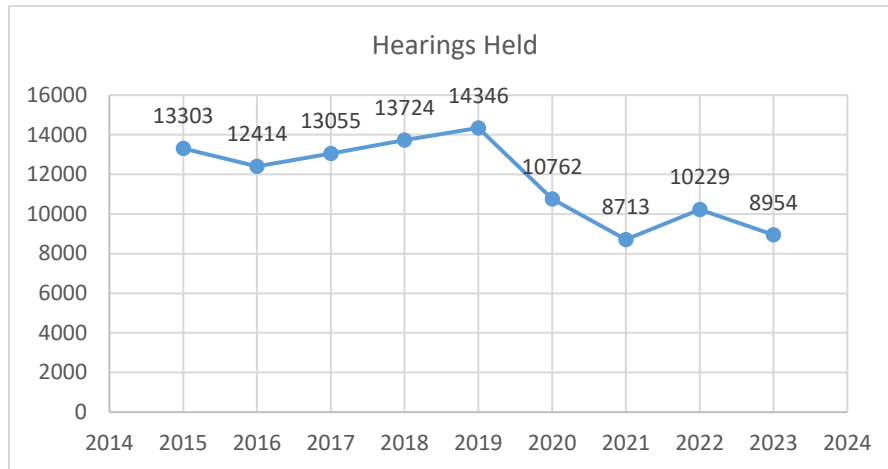


In 2023, approximately 76% of incidents referred were charged and filed:



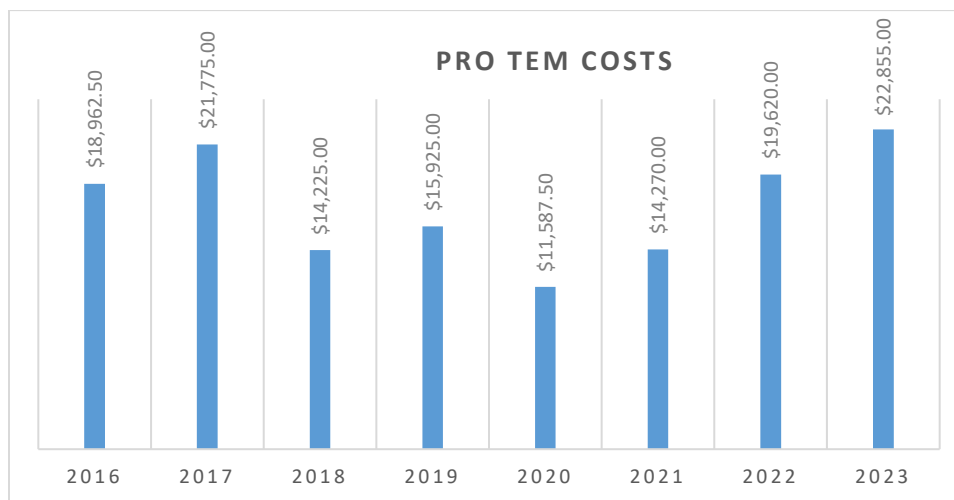
	Annual	Monthly	% change	Aggregate
<b>2015</b>	4197	350	-	-
<b>2016</b>	3569	297	-15%	-15%
<b>2017</b>	3097	258	-13%	-26%
<b>2018</b>	3187	265	3%	-24%
<b>2019</b>	3050	255	-4%	-27%
<b>2020</b>	2274	189	-25%	-46%
<b>2021</b>	1576	131	-30%	-62%
<b>2022</b>	1623	135	-	-61%
<b>2023 through 10/31/2023</b>	1366	114	-15%	-67%

The number of hearings in court has similarly dropped. Each hearing requires the attendance of court staff and attorneys for all parties. Some hearings are legally required, such as a first appearance for a defendant to plead guilty or not guilty. Other hearings are discretionary, such as review hearings to determine compliance with a court order when the case might otherwise have closed.



Caseload dropped approximately 15% during Covid restrictions, but was dropping prior to that and has continued to drop since. In 2021 the contract with University Place ended which accounts for further caseload reduction and later that year the *State v. Blake* decision and legislative action that followed resulted in a small additional reduction to caseload.

As previously reported, the City has adjusted capacity to account for the departure of the City of University Place with measures such as a reduction in judicial hours. Working against this reduction is a corresponding increase in pro-tem judge expenditures:



While the sitting Judge is part-time, court runs five days a week using pro-tem judges. The pro-tem budget has accordingly increased. “Savings” associated with a part-time judge are to some degree illusory.

Given the ability of the Court to increase judicial hours via pro-tem contracts extra calendars can become more common and thus trigger the need for other resources.

## **b. Prosecution resources – invested and expended**

The City's resource allocation for prosecution services compares favorably to other jurisdictions.

<b>City/budget page</b>	<b>Total for Dept.</b>	<b>Prosecutors</b>	<b>Pros Support</b>	<b>Included</b>
<a href="#">Lakewood (313)</a>	16	3	2	Clerk, HR and Risk
<a href="#">Auburn (153)</a>	21	4	3	Clerk
<a href="#">Bremerton (37)</a>	11.90	2	2	Clerk and Risk
<a href="#">Lacey (section 3-27)</a>	Private firm	N/A	N/A	No other depts.
<a href="#">Olympia (182)</a>	N/A	3	2	No other depts.
<a href="#">Puyallup (5)</a>	10	3	2	Risk

In the first quarter of 2023 the City fully deployed Axon body worn cameras in the Lakewood Police Department. The Legal Department continues to track the impact of this tool on prosecution and compliance with the Public Records Act. Due to changes in prosecutors and support more data is needed to fully understand what the addition of video evidence does to the work load.

## **c. Prosecutorial philosophy**

The role of the prosecutor is to pursue justice through the exercise of prosecutorial discretion. This means that the prosecutor determines charges and disposition of cases independently. While the City can adopt specific ordinances with criminal sanctions and express desired goals of the criminal justice system, each case coming before the prosecutor is processed in accordance with determinations made by the prosecutor.

The City approaches the vast majority of cases in Municipal Court with a goal of rehabilitation rather than punishment. Frequently offenders are released to the same community where they offended. With this in mind, the City tries to incentivize opportunities to lower recidivism such as treatment, work crew, and community service. The City also ensures the victim's voice is heard with tools such as No Contact Orders and orders for restitution to help make the victim "whole" as much as possible. The overall goal is to return the offender to the community and avoid recurrence of criminal behavior.

Trial: Being able to effectively try cases is critical to the criminal justice system. Trials allow for a victim's voice to be heard, an offender to be held accountable, and the City to be held to its evidentiary burden. Sometimes a trial is the only way to get a resolution for the Court to be able to order treatment.



Approximately 98% of criminal cases that are not dismissed resolve by way of plea bargain. Plea bargaining allows for the City and Defense to discuss a mutually beneficial resolution to the case. For the other 2% of cases that are not successfully negotiated, the City decides whether or not to proceed to a criminal trial with the evidence available. These cases are often domestic violence and DUI cases.

Domestic Violence: The City's role in domestic violence cases is through effective prosecution of misdemeanor and gross misdemeanor offenses. The goal is to hold batterers accountable. Within this type of case is a strong need to support victims. In order to address both areas effectively, the City partners with the Crystal Judson Center and the YWCA. Both service providers are dedicated to supporting victims of domestic violence and can provide that support while the City pursues criminal justice for the offense.

The City is responsible for victim services within the criminal justice system pursuant to state law.<sup>1</sup> Victim contact provided by the City has for the past decade been funded with STOP grant money acquired by the City. This funding provides a half-time office assistant (OA) responsible for attempting contact with all named victims in domestic violence incident reports to assist them through the criminal justice process. Initial contact from the City usually occurs once a criminal charge is filed and court date set. The OA talks with the victim about the court date, answers basic questions about the criminal justice process, reviews available services, confirms contact options and arranges for a Victim Impact Statement. During the initial conversation, the OA also notes the victim's interest in prosecution and acquiring a No Contact Order. Current law requires victim contact before and after each court date.

Driving Under the Influence: The most resource intensive case the City prosecutes is DUI. These typically take an officer four hours to process from the time of the stop to the conclusion of the investigation. There is a lot of physical evidence that is gathered for DUIs, including a breath or blood sample for forensic analysis. Prosecution of DUI frequently relies on the forensic analysis of breath or blood in order to go forward.

Because of the impact of waiting for toxicology results on ability to prosecute, the City now files a significant number of DUI charges before receiving those results. The many months it can take the state lab to send this evidence is risking cases by expiring the statute of limitations. Additionally, the passage of time risks availability of officers, witnesses and occasionally the validity of the blood sample to be tested.

The City now pursues "rush requests" as necessary and proceeds with available evidence in other cases rather than automatically putting DUI cases in a queue for test results. Thus far, this approach is meeting with success and we will continue to monitor the responsiveness of the state.

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<sup>1</sup> [RCW 7.69.030 Rights of victims, survivors, and witnesses.](#)

Possession of Controlled Substances: Effective August of this year, simple possession of drugs was again a crime. These cases amount to about 7-10 filings per month. In some cases possession of drugs is a “companion” charge – drugs are in a pocket or a car during a felony arrest. Simple possession of drugs is an important law to the City.

Therapeutic Court: The City of Lakewood conducts two therapeutic courts, Community Court and Veterans Court. The Prosecutor must approve entry of individuals into either of these alternative courts. Each in The Court does not select participants, but may deny a prospective participant. Once referred and accepted, the Court determines a participant’s continuation in the program.

Therapeutic Courts are generally far more resource intensive than traditional court. The concept is that in some cases, the root cause of the criminal conduct are related to military service and best addressed through services available to Veterans. Examples are Post Traumatic Stress Disorder and some chemical dependency issues. Each therapeutic court in Lakewood is entirely grant funded.

Friendship Diversion: Rather than filing criminal charges into court, the City Prosecutor has the option of referring the case to Pierce County’s Friendship Diversion program. The program reaches out to the offender to discuss enrollment and requirements. If the offender successfully completes the requirements, the City declines to file criminal charges. Cases that successfully move through this program, because they are never filed with the court, do not take any court or public defender resources and prosecution resources are limited to initial review and referral.

Code Violation: Nuisance violations impact quality of life in our neighborhoods and prosecution is one of the tools available to achieve code compliance. The City’s enforcement efforts are usually successful, so only a few of these cases require prosecution, with a load that runs at about three to five cases a month. These cases are heard on one calendar and that calendar does not have other cases.

Infractions: Infraction calendars are held once or twice per month, depending on volume. Very few involve a full hearing that requires attendance by the citing officer. More commonly, the driver retains a private attorney and the case is resolved in advance of the hearing. Resolution can include fees to the City, defensive driving school and a period without further violation.

#### **d. Case Outcomes**

The City brings to trial approximately a dozen cases per year, well below 1% of the full caseload. Jury trials are one of the more expensive ways to resolve cases. Witnesses, jurors, full staffing and typically at least a full day beyond the preliminary hearings are required. Of the cases that do not go to trial, approximately 36% end in dismissal of charges.<sup>2</sup>

Dismissals are the result of many factors. When witnesses become unavailable, stories change or evidence is unavailable, the City may be unable to proceed. In many cases, for defendants with little or no criminal history, an offered dismissal in exchange for treatment or other conditions helps keep the caseload moving. In other cases, the Court dismisses charges after a motion.

The remaining cases resolve by plea agreement with a conviction. Many defendants who are in jail will agree to a conviction with a sentence consisting of the time they served while awaiting the court date. Cases typically take between four and six court visits before resolving. Further data collection is underway to establish how long cases are in our court system.

#### **e. Looking Forward**

##### Mandatory Minimum Sentencing

[On October 9, 2023, the City Council for the City of Marysville unanimously adopted an ordinance](#) setting mandatory minimum jail sentences for repeat offenders of four identified “public disorder” crimes. These are third-degree theft, criminal trespass, vehicle prowling and public drug use.

The penalty for a third “public disorder” crime in five years is a mandatory minimum of 30 days in jail. The “third strike” must occur after the law takes effect. Mandatory jail sentences increase with the number of qualifying convictions: 60 days for a fourth and 90 for a sixth.

Individuals facing the mandatory minimum may petition the Marysville Municipal Court to enter treatment in lieu of jail. Upon completion of treatment, defendants may have the jail term vacated.

The average stay in the Marysville Municipal Jail is five to six days. The vast majority of Lakewood jail sentences are “credit for time served” meaning that while the defendant was awaiting adjudication in custody they served the sentence. There are definitely repeat offenders within Lakewood’s caseload but we are still reviewing that number. Not every repeat offender will qualify under the Marysville ordinance, nor would they under a similar ordinance in Lakewood.

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<sup>2</sup> This percentage reflects a review of readiness calendars through 2023. We are developing stronger tracking but the readiness calendar is believed to hold the highest percentage of dismissals.

The “mandatory minimum” sentences called for in the ordinance are within the current discretion of the prosecutor. The prosecutor can ask for such sentences now; those sentences would become mandatory should the City Council pass an ordinance to that effect.

The cost of this program for the City of Lakewood depends entirely on how many extra jail days result from implementation of the ordinance. It should not require significant extra resources in prosecution. There is also the potential for challenges to the ordinance, which may not be covered by insurance.

Recommended next steps, should the City Council wish to proceed, would be to direct the City Manager to bring forward for consideration a proposed repeat offender ordinance as early as the first quarter of 2024.