



**Committee Members:** (Chair) Councilmember Elfers, Councilmember Cole, Councilmember Kenna  
(Alternate: Deputy Mayor Bowman)

**Staff:** Community & Economic Development Director Ryan Windish

The city is conducting this public meeting using a hybrid model. The public is welcome to attend tonight's meeting in-person at City Hall (First Floor Conference Room), or virtually by using the meeting access link below.

Microsoft Teams meeting

**Join on your computer, mobile app or room device**

[Click here to join the meeting](#)

Meeting ID: 276 116 368 375

Passcode: 9gKeai

[Download Teams](#) | [Join on the web](#)

**Or call in (audio only)**

[+1 323-886-6453](#).,580143248# United States, Los Angeles

Phone Conference ID: 580 143 248#

[Find a local number](#) | [Reset PIN](#)

## COMMITTEE MEMBERS

## COMMITTEE BUSINESS

1. Downtown Parking Management
2. Early Learning Facilities -- Impact Fee Exemption
3. Future of Library Site -- 1116 Fryar Avenue

## REPORTS

1. Permit Report - Year To Date

## ADJOURNMENT



---

**SUBJECT:** Downtown Parking Management

**CATEGORY:** Information Only

---

**BUDGET IMPACT:**

Expenditure Required: None

Within Budget Allocation: N/A

---

**ATTACHMENTS:**

1. Staff Memo

**STAFF CONTACT:** Ryan Windish, Community & Economic Development Director

---

**SUMMARY BACKGROUND:**

The City has several ways to regulate parking in the Historic Central Business District (CBD) and surrounding neighborhoods to manage how long cars are parked in any given public location including on-street parking and public parking lots. See the attached memo that discusses the current parking regulations, current demand, and future demand and next steps.

---

<p><b>COUNCIL COMMITTEE/STUDY SESSION:</b> <b>MEETING/STUDY SESSION DATE:</b> <b>COMMITTEE RECOMMENDATION:</b></p>
--

**STAFF RECOMMENDATIONS/MOTION:**

None at this time.



**DATE:** May 28, 2025  
**TO:** Community Development Committee  
**FROM:** Ryan Windish, Community & Economic Development  
**CC:** Chrissanda, Associate Planner-Long Range  
**RE:** Downtown Parking

---

### **Background**

The City has several ways to regulate parking in the Historic Central Business District (CBD) and surrounding neighborhoods to manage how long cars are parked in any given public location including on-street parking and public parking lots. Managing parking times helps with the efficient use of available parking to optimize for customers, employees and discourage commuter and all day parking. The Parking Code also regulates loading areas and ADA parking requirements.

The City manages downtown public parking in three ways:

1. On-street parking hourly limits
2. On-street parking with Restricted Parking Zones (RPZs)
3. Public Parking Lots with hourly limits

Parking on private property is managed via the Zoning Code (SMC 18.42) and the minimum number of off-street parking spaces that are required based on the type of business. In addition, the size, number of spaces, landscaping, paving, and stormwater requirements also must be met for new or expanding parking lots.

These minimums vary, but generally, fewer off-street parking spaces are required for new and expanding businesses in the Historic CBD than other areas of the City to reduce the amount of paved surfaces and increase the walkability of the area.

### **Current Parking Demands**

The Heritage Park/Hops Alley construction has temporarily eliminated about 20 spaces from the parking capacity downtown. In addition, there has been an increase in the demand for parking because the Sounder Station parking garage is under construction and displacing about 100 spaces. Fortunately, the old Red Apple Market lot (the entire city block bound by Maple, Kincaid, Alder, and Academy streets) is available at this time for parking as well as the surrounding streets totaling about 200 spaces.

The developer who owns the Red Apple Market lot and is planning to break ground next year graciously allows parking to occur. If parking is no longer allowed, staff is considering opening up sections of neighborhood streets that are under utilized for residential parking for commuters. There are other policy choices available as well, which could include making no changes at all.

There are also three different parking permit programs in the Historic CBD as follows:

1. Employee Passes – The City has available 30 passes for employees to have unlimited time for parking in City owned public lots. This program was started about 10 years ago and was intended to provide some options and relief for businesses without adversely impacting parking for customers.
2. Residential Passes – There are residents who live above some of the commercial spaces in the downtown that have no off-street parking options. The Parking Code allows them to receive Residential Parking Passes to park beyond regulated hours on the street.
3. Restricted Parking Zones (RPZ) – The RPZ parking passes are available to residents who live on streets and in neighborhoods that have restricted parking. Typically, an RPZ allows for 3-4-hour on-street parking *without* a parking pass, which does offer some on-street parking options for customers and employees adjacent to these areas.

### **Future Parking**

As growth and development occurs in the Historic CBD and the Town Center new developments will be required to build a minimum amount of parking to accommodate new residential units and demand. New state laws will have an impact on how much parking the City will be able to require. Staff continues to analyze these potential impacts and will be coming back to the City Council to discuss changes as they are required by the state.

Once the Sounder Station parking garage is completed it will be about half full based on how many cars are parking on the streets today. Likewise, when the Hops Alley project is completed, it will bring about 20 parking spaces back online. At that time, it might be beneficial to conduct a detailed Parking Study of the Historic CBD/Town Center to better understand demand, utilization, etc. and consider any changes to parking regulations and approaches.

### **Next Steps**

City staff will be bringing forward an ordinance to amend the parking regulations at some point in the future when parking changes are needed.



**SUBJECT:** Early Learning Facilities -- Impact Fee Exemption

**CATEGORY:** Information Only

**BUDGET IMPACT:**

Expenditure Required: None

Within Budget Allocation: N/A

**ATTACHMENTS:**

- 1. Staff Memo

**STAFF CONTACT:** Ryan Windish, Community & Economic Development Director

**SUMMARY BACKGROUND:**

The demand for childcare facilities far out paces the supply in Washington State. A 2019 report commissioned by the Washington State Department of Commerce found that 63% of residents currently live in a “childcare desert” meaning that there are three times as many children as childcare slots available in a given census tract. Childcare is an essential service that allows parents to work and/or attend school. The City of Sumner has an increased demand for childcare facilities given that about 18,000 people work in the City. Childcare is expensive, and the businesses operate on thin margins. When a new childcare facility wants to open or expand in the City there are required permit and impact fees. Traffic impact fees (TIF), in particular, can be very expensive for childcare facilities because each child is typically counted as one “peak hour trip” on which the TIF is based.

One way that the City can promote and encourage more childcare facilities is to exempt these types of businesses from impact fees in accordance with state law (RCW 82.02.060). This is a discussion item seeking further guidance and clarification from the CD Committee.

**COUNCIL COMMITTEE/STUDY SESSION:**  
**MEETING/STUDY SESSION DATE:**  
**COMMITTEE RECOMMENDATION:**

**STAFF RECOMMENDATIONS/MOTION:**

Discuss and provide staff direction.



**DATE:** May 28, 2025  
**TO:** Community Development Committee  
**FROM:** Ryan Windish, Community & Economic Development  
**CC:** Chrissanda, Associate Planner-Long Range  
**RE:** Early Learning Facility – Impact Fee Reduction/Waiver

---

### **Background**

The demand for childcare facilities far out paces the supply in Washington State. A 2019 report commissioned by the Washington State Department of Commerce found that 63% of residents currently live in a “childcare desert” meaning that there are three times as many children as childcare slots available in a given census tract. Childcare is an essential service that allows parents to work and/or attend school. The City of Sumner has an increased demand for childcare facilities given that about 18,000 people work in the City. Childcare is expensive, and the businesses operate on thin margins. When a new childcare facility wants to open or expand in the City there are required permit and impact fees. Traffic impact fees (TIF), in particular, can be very expensive for childcare facilities because each child is typically counted as one “peak hour trip” on which the TIF is based.

One way that the City can promote and encourage more childcare facilities is to exempt these types of businesses from impact fees in accordance with state law (RCW 82.02.060) summarized below:

1. State law allows exemptions for “Early Learning Facilities” defined as:

"Early learning facility" means a facility providing regularly scheduled care for a group of children one month of age through twelve years of age for periods of less than twenty-four hours. (RCW 43.31.565(3))

2. Option to reduce/waive

- May provide an exemption for an “early learning facility” defined in RCW 43.31.565, if the impact fees are paid from other public funds;
- May not impose an impact fee on an early learning facility greater than that imposed on retail or office that generate a similar number, volume, type, and duration of vehicle trips;
- When a facility or development has more than one use, the limitations and exemptions only apply to that portion of the building that is developed as an early learning facility. And the impact on an early learning facility may not exceed the least of the impact fees assessed on comparable businesses in the facility or development;
- Local governments that grant exemptions for early learning facilities may either:

- A. Grant a partial exemption of not more than 80% of the impact fees, in which case there is no requirement to pay the exempted portion of the fee from other public funds; or
  - B. Provide a full waiver, in which case the exempted fee must be paid from other public funds, except when: a) the developer records a covenant that requires that at least 25% of the children and families using the early learning facility qualify for state subsidized child care, including early childhood education and assistance under chapter [43.216 RCW](#), and b) requires the property owner to pay the impact fees if the property is converted to another use; and further provides that if during a calendar year the early learning facility does not achieve the required percentage of children and families qualified for state subsidized child care, the property owner must pay 20 percent of the impact fee that would have been imposed on the development had there not been an exemption. Payment must be made within 90 days of notice to the property owner of the breach, and any balance remaining thereafter shall be a lien on the property.
- A local government granting an exemption for an early learning facility may not collect revenue lost through granting an exemption by increasing impact fees unrelated to the exemption.

### **Questions Staff are Exploring**

While exempting or significantly reducing impact fees for early learning facilities could help promote construction of more childcare facilities, it also comes with a cost. The impact fees that are not collected ultimately remain in the fee calculation model and other developers and property owners will be required to pay more for the service. Or there are fewer funds for future projects and they are delayed or not completed.

City staff has a number of questions regarding an exemption or reduction in impact fees including:

- Does the exemption apply to all impact fees (e.g. school district) or can it apply to only one class of impact fee or group of fees?
- What types of facilities are included in the definition for “early learning facilities”? Does it include public and private elementary schools?
- What would be the potential fiscal impact to the City given the past trends for development and future projected trends?

### **Next Steps**

Next steps depend on the outcome of this discussion. Future options will be brought forward with a more detailed analysis and fiscal impact study for City Council consideration and direction. If the City Council decides to move forward on waivers and exemptions, they will need to adopt an ordinance amending the Sumner Municipal Code as it relates to impact fees.

---

**SUBJECT:** Future of Library Site -- 1116 Fryar Avenue

**CATEGORY:** Information Only

---

**BUDGET IMPACT:**

Expenditure Required: None

Within Budget Allocation: N/A

---

**ATTACHMENTS:**

**STAFF CONTACT:** Ryan Windish, Community & Economic Development Director

---

**SUMMARY BACKGROUND:** The current Sumner Library's building and land, located at 1116 Fryar Avenue, is owned by the City of Sumner and when the new library is completed the City Council will have a number of options to discuss and decide on including the future use of the property; whether to retain ownership or to surplus the property; and the process for the disposition.

The current Town Center Plan contains some policy direction regarding the library property in **Table 1, Projects and Actions:**

- 14. Partner with the Sumner Library to sell the current library site and redevelop the site for housing or mixed use.  
*(Town Center Plan, p.2-7)*

The Town Center Plan will be updated in 2025, and residential capacity for 128 dwelling units must be maintained on the property to compensate for rezones happening elsewhere in the Town Center subarea plan. Therefore, there must be at least some residential development on the site.

**Draft policy:**

- Prior to the completion of the new library, the city will decide on future uses for the old library site that could include affordable housing, senior housing, parks and open space, or other public, commercial or residential use that meet the needs of the community and fulfills a compelling public purpose.
  - The City process for disposition may include but not be limited to a Request for Proposals (RFP), developer agreement, or contract sale.
- 

**COUNCIL COMMITTEE/STUDY SESSION:**

**MEETING/STUDY SESSION DATE:**

**COMMITTEE RECOMMENDATION:**

**STAFF RECOMMENDATIONS/MOTION:**

Reveiw draft policy and provide comments.



## PERMIT ISSUANCE SUMMARY (01/01/2025 TO 05/22/2025) FOR CITY OF SUMNER

Permit Type	Permit Work Class*	Permits Issued	Square Feet	Valuation	Fees Paid
Building Commercial/Industrial	Accessory Structure	2	1,620	\$186,014.08	\$3,311.36
	Addition	1	1,024	\$100,000.00	\$22,198.88
	Certificate of Occupancy/Change of U	1	1,664	\$0.00	\$14,097.44
	Commercial Fence	1	0	\$230,000.00	\$3,593.50
	Demolition	1	475	\$15,000.00	\$0.00
	Industrial Fence	1	0	\$20,000.00	\$672.50
	New Construction	9	381,569	\$29,320,006.92	\$590,992.02
	Tenant improvement	15	38,749	\$1,552,190.00	\$128,149.63
<b>BUILDING COMMERCIAL/INDUSTRIAL TOTAL:</b>		<b>31</b>	<b>425,101</b>	<b>\$31,423,211.00</b>	<b>\$763,015.33</b>
Building Residential	Accessory Dwelling Unit	1	957	\$30,000.00	\$18,822.82
	Addition	2	202	\$142,000.00	\$3,163.75
	Alteration, Remodel, Repair	5	2,785	\$100,561.00	\$2,568.13
	Demolition	3	7,304	\$10,000.00	\$1,174.00
<b>BUILDING RESIDENTIAL TOTAL:</b>		<b>11</b>	<b>11,248</b>	<b>\$282,561.00</b>	<b>\$25,728.70</b>
Fire Permits	Emergency Radio Responder	1	0	\$77,547.00	\$1,385.59
	Fire Alarm	18	0	\$306,263.00	\$6,939.23
	Fire Sprinkler	8	0	\$2,000,586.00	\$19,410.95
<b>FIRE PERMITS TOTAL:</b>		<b>27</b>	<b>0</b>	<b>\$2,384,396.00</b>	<b>\$27,735.77</b>
Mechanical Commercial/Industrial	Alteration, Remodel, Repair	4	0	\$100,600.00	\$745.40
	New Construction	1	0	\$0.00	\$161.70
<b>MECHANICAL COMMERCIAL/INDUSTRIAL TOTAL:</b>		<b>5</b>	<b>0</b>	<b>\$100,600.00</b>	<b>\$907.10</b>
Multifamily Building Permit	Addition	2	2,178	\$37,000.00	\$1,556.92
	Alteration, Remodel, Repair	1	0	\$300,000.00	\$4,234.00
<b>MULTIFAMILY BUILDING PERMIT TOTAL:</b>		<b>3</b>	<b>2,178</b>	<b>\$337,000.00</b>	<b>\$5,790.92</b>
Plumbing Commercial/Industrial	Alteration, Remodel, Repair	4	0	\$0.00	\$143.15
	New Construction	1	0	\$0.00	\$216.15
<b>PLUMBING COMMERCIAL/INDUSTRIAL TOTAL:</b>		<b>5</b>	<b>0</b>	<b>\$0.00</b>	<b>\$359.30</b>
Plumbing Residential	Alteration, Remodel, Repair	7	0	\$0.00	\$375.80
<b>PLUMBING RESIDENTIAL TOTAL:</b>		<b>7</b>	<b>0</b>	<b>\$0.00</b>	<b>\$375.80</b>
Racks	Installation/Addition/Relocation	5	0	\$387,224.81	\$9,317.89
<b>RACKS TOTAL:</b>		<b>5</b>	<b>0</b>	<b>\$387,224.81</b>	<b>\$9,317.89</b>
Re-Roof	Commercial/Industrial	2	0	\$33,000.00	\$739.61
	Residential	20	0	\$358,376.25	\$5,891.00
<b>RE-ROOF TOTAL:</b>		<b>22</b>	<b>0</b>	<b>\$391,376.25</b>	<b>\$6,630.61</b>
Residential Mechanical	Alteration, Remodel, Repair	40	0	\$0.00	\$1,701.70
<b>RESIDENTIAL MECHANICAL TOTAL:</b>		<b>40</b>	<b>0</b>	<b>\$0.00</b>	<b>\$1,701.70</b>

*\* Double-click the Permit Work Class Name while in the browser to see Permit details for that Work Class.*

## PERMIT ISSUANCE SUMMARY (01/01/2025 TO 05/22/2025)

Permit Type	Permit Work Class*	Permits Issued	Square Feet	Valuation	Fees Paid
Sewer Line Permit	Side Sewer Replacement	6	0	\$0.00	\$1,080.00
<b>SEWER LINE PERMIT TOTAL:</b>		<b>6</b>	<b>0</b>	<b>\$0.00</b>	<b>\$1,080.00</b>
Sign	Sign	11	0	\$0.00	\$480.00
<b>SIGN TOTAL:</b>		<b>11</b>	<b>0</b>	<b>\$0.00</b>	<b>\$480.00</b>
Site Development	Civil Site Development	8	0	\$0.00	\$505,053.05
	Sidewalk/Driveway Replacement	2	0	\$0.00	\$395.00
<b>SITE DEVELOPMENT TOTAL:</b>		<b>10</b>	<b>0</b>	<b>\$0.00</b>	<b>\$505,448.05</b>
Solar Installation	Solar Residential	1	0	\$51,167.99	\$1,085.29
<b>SOLAR INSTALLATION TOTAL:</b>		<b>1</b>	<b>0</b>	<b>\$51,167.99</b>	<b>\$1,085.29</b>
Street Obstruction Notification	Street Obstruction Notification	64	0	\$0.00	\$14,570.00
<b>STREET OBSTRUCTION NOTIFICATION TOTAL:</b>		<b>64</b>	<b>0</b>	<b>\$0.00</b>	<b>\$14,570.00</b>
Tree Permit	Street Tree Permit	1	0	\$0.00	\$0.00
<b>TREE PERMIT TOTAL:</b>		<b>1</b>	<b>0</b>	<b>\$0.00</b>	<b>\$0.00</b>
Water Line	Water Line	2	0	\$0.00	\$540.00
<b>WATER LINE TOTAL:</b>		<b>2</b>	<b>0</b>	<b>\$0.00</b>	<b>\$540.00</b>
<b>GRAND TOTAL:</b>		<b>251</b>	<b>438,527</b>	<b>\$35,357,537.05</b>	<b>\$1,364,766.46</b>

*\* Double-click the Permit Work Class Name while in the browser to see Permit details for that Work Class.*