



Community and Economic Development Committee

Councilmember Suzan Torguson, Chair

Councilmember Mark Joselyn

Councilmember Brenden Elwood

August 18, 2026 — 4:00 PM

City Hall Adjournment Room

920 SE Cedar Falls Way, North Bend, Washington

Agenda

Items:		Time	Staff
1) Unit Lot Subdivision Regulations and Lot Splitting Regulations			
Description: New Unit Lot Subdivisions and Lot Splitting Regulations are proposed consistent with recent legislative amendments from the state requiring that cities offer these alternative forms of land division. A new section of NBMC 17.18 establishes Unit Lot Subdivision regulations. Unit Lot Subdivisions create lots much like a typical short plat or subdivision, but rely on the development as a whole on the parent lot for meeting setbacks, lot coverage and other bulk and dimensional standards. A new section of NBMC 17.22 establishes Lot Splitting Regulations. A residential lot split provides a streamlined administrative process to divide a single residential lot into two lots (the parent lot and one newly created lot.) The Planning Commission has recommended approval.			
		10m	Mike and Caitlin
Recommendation: Item is currently scheduled for September 1, 2026, council agenda for consideration.			
2) School District Impact Fees 2027			
Description: The SVSD adopted their 2026 Capital Facilities Plan on June 4, 2026. Consistent with updates with legislation to reflect the proportionate impact of new housing units, impact fees are categorized by bedroom counts for single family, middle housing, and apartments.			
		20m	Mike
Recommendation: Item is currently scheduled for September 15, 2026, Public Hearing and council consideration.			

- 3) Adventure North Bend Website Maintenance Contract**
Description: A twelve-month digital maintenance and content retainer designed to keep the Adventure North Bend site current, functional, and aligned with North Bend's ongoing economic development goals. The contract will include adding new pages for Project Belay, Cascade Gateway, and an overview of available light-industrial property. The contract also includes developing website tracking metrics to determine marketing and brand effectiveness.
- 10m James
- Recommendation: Staff recommends placement of the contract on the September 1, 2026, City Council consent agenda.
- 4) CED July 2026 Activity Report**
Description: Review of the project and activity report for July 2026.
- 5m James
- Recommendation: Discussion only.



City Council Agenda Bill

SUBJECT: Unit Lot Subdivision and Lot Splitting Regulations		Agenda Date: September 1, 2026		AB26-xxx
An Ordinance Relating to the Division of Real Property, Adopting New Regulations Addressing Unit Lot Subdivisions and Residential Lot Splitting and Amending Related Portions of the North Bend Municipal Code		Department/Committee/Individual		
		Mayor Mary Miller		
		City Administrator – Amber Emery		
		City Attorney – Kendra Rosenberg		
		City Clerk – Susie Oppedal		
		Administrative Services – Lisa Escobar		
		Comm. & Economic Development – James Henderson		
Cost Impact: \$0		Finance – Martin Chaw		
Fund Source: NA		Public Works – Tom Mohr		
Timeline: Immediate		Planning Manager – Mike McCarty		X
Attachments: , Ordinance, Draft Regulations, Planning Commission Staff Report and Recommendation				
SUMMARY STATEMENT: In 2025, the Washington State Legislature passed two bills, both signed by the Governor, furthering the State’s efforts to create permitting options for developers and increase available residential housing: - Engrossed Senate Bill 5559 amended RCW 58.17.060 and requires jurisdictions to provide a process for authorizing unit lot subdivisions. - Engrossed Second Substitute House Bill 1096, codified as RCW 58.17.145, required cities to provide a process for residential lot splitting. The proposed ordinance: - Adopts a new chapter 17.18 of the North Bend Municipal Code to establish a process for unit lot subdivisions within the City, as required by State law; - Adopts a new chapter 17.22 of the North Bend Municipal Code to establish a process for residential lot splitting within the City, as required by State law; - Repeals and replaces chapter 17.04 of the North Bend Municipal Code to amend definitions within Title 17 to provide for broader clarification and consistency; - Amends section 14.05.220 of the North Bend Municipal Code to clarify requirements for critical areas tracts in the unit lot subdivision and residential lot splitting processes; and - Amends section 20.01.004 of the North Ben Municipal Code to include residential lot splitting as a new permitting process. Because chapter 17.04 NBMC is being repealed and readopted for better formatting, new/added definitions are shown in yellow highlight. The Planning Commission held a Public Hearing on July 1, 2026, and made a recommendation to the Council to approve the proposed amendments. Staff recommend approval of the amendments, which ensure consistency with state law and provide additional options for dividing land for residential development. APPLICABLE BRAND GUIDELINES: The proposed amendments support the City’s brand statement of being a highly livable small town with sustainability managed growth, and by promoting affordability.				

City Council Agenda Bill

COMMITTEE REVIEW AND RECOMMENDATION: The Community and Economic Development Committee reviewed this item at its August 18, 2026 meeting and recommended approval (...TBD...) and placement of the item on the main agenda for the September 1, 2026 Council meeting. (...TBD...)

RECOMMENDED ACTION: **MOTION to approve AB26-xxx, an Ordinance Related to the Division of Real Property, Adopting a new North Bend Municipal Code Chapter 17.18, Unit Lot Subdivisions, and a new Chapter 17.22, Residential Lot Splitting; Repealing and Replacing Chapter 17.06, Definitions; and Adopting Associated Amendments to North Bend Municipal Code Section 14.05.220, Critical Area Tracts, and Section 20.01.004, Types of Development Permits and Approvals; Providing for Severability; and Establishing an Effective Date.**

RECORD OF COUNCIL ACTION

<i>Meeting Date</i>	<i>Action</i>	<i>Vote</i>
September 1, 2026		

ORDINANCE

AN ORDINANCE OF THE CITY OF NORTH BEND, WASHINGTON, RELATED TO THE DIVISION OF REAL PROPERTY, ADOPTING A NEW NORTH BEND MUNICIPAL CODE CHAPTER 17.18, UNIT LOT SUBDIVISIONS, ADOPTING A NEW CHAPTER 17.22, RESIDENTIAL LOT SPLITTING; REPEALING AND REPLACING CHAPTER 17.04, DEFINITIONS; AND ADOPTING ASSOCIATED AMENDMENTS TO NORTH BEND MUNICIPAL CODE SECTION 14.05.220, CRITICAL AREA TRACTS, AND SECTION 20.01.004, TYPES OF DEVELOPMENT PERMITS AND APPROVALS; PROVIDING FOR SEVERABILITY; AND ESTABLISHING AN EFFECTIVE DATE

WHEREAS, in 2025, the Washington State Legislature amended RCW 58.17.060, requiring jurisdictions to provide a process for authorizing unit lot subdivisions; and

WHEREAS, in 2025, the Washington State Legislature enacted RCW 58.17.145, requiring jurisdictions to provide a process for authorizing residential lot splitting; and

WHEREAS, RCW 58.17.060 and RCW 58.17.145 are both applicable to the City of North Bend; and

WHEREAS, the North Bend Municipal Code currently does not offer the unit lot subdivision or residential lot splitting processes; and

WHEREAS, the City's Comprehensive Plan Housing Element includes Policies H-1.1 and H-1.10 to encourage residential infill and the streamlining of residential permitting processes; and

WHEREAS, staff have prepared amendments to the North Bend Municipal Code addressing the requirements of RCW 58.17.060 and RCW 58.17.145 including a new Chapter 17.18, Unit Lot Subdivisions, a new Chapter 17.22, Residential Lot Splitting, and associated amendments to NBMC 17.04, Definitions, NBMC 14.05.220, Critical Area Tracts, and NBMC 20.01.004, Types of Development Permits and Approvals (collectively, "the proposed amendments"); and

WHEREAS, the proposed amendments were submitted to the Washington State Department of Commerce for review on May 27, 2026; and

WHEREAS, a SEPA Determination of Non-Significance was issued for the proposed amendments on June 12, 2026; and

WHEREAS, the Planning Commission held a public hearing at its July 1, 2026 meeting, to receive testimony on the proposed amendments; and

WHEREAS, the Planning Commission, by motion on July 1, 2026, recommended approval of the proposed amendments, as detailed in its findings, conclusions and recommendations; and

WHEREAS, the North Bend City Council finds that the proposed amendments are consistent with the requirements of RCW 58.17.060 and RCW 58.17.145;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF NORTH BEND, WASHINGTON, DOES HEREBY ORDAIN AS FOLLOWS:

Section 1. NBMC 17.18 (Unit Lot Subdivision), New: A new North Bend Municipal Code Chapter 17.18 (Unit Lot Subdivision) is hereby adopted and shall read as set forth in Exhibit A.

Section 2. NBMC 17.22 (Residential Lot Splitting), New: A new North Bend Municipal Code Chapter 17.22 (Residential Lot Splitting) is hereby adopted and shall read as set forth in Exhibit B.

Section 3. NBMC 17.04 (Definitions), Repealed and Replaced: North Bend Municipal Code Chapter 17.04 is hereby repealed in its entirety, and a new Chapter 17.04 (Definitions) is hereby adopted, to replace the chapter repealed herein, and shall read as set forth in Exhibit C.

Section 4. NBMC 14.05.220 (Critical Areas Tracts), Amended: Section 14.05.220 of the North Bend Municipal Code is hereby amended and shall read as set forth in Exhibit D.

Section 5. NBMC 20.01.004 (Types of Development Permits and Approvals), Amended: Section 20.01.004 of the North Bend Municipal Code is hereby amended and shall read as set forth in Exhibit E.

Section 6. Severability: Should any section, paragraph, sentence, clause or phrase of this ordinance, or its application to any person or circumstance, be declared unconstitutional or otherwise invalid for any reason, or should any portion of this ordinance be pre-empted by state or federal law or regulation, such decision or pre-emption shall not affect the validity of the remaining portions of this ordinance or its application to other persons or circumstances.

Section 7. Effective Date: This ordinance shall be published in the official newspaper of the City, and shall take effect and be in full force five (5) days after the date of publication.

**ADOPTED BY THE CITY COUNCIL OF THE CITY OF NORTH BEND,
WASHINGTON, AT A REGULAR MEETING THEREOF, THIS 1st DAY OF
SEPTEMBER , 2026.**

CITY OF NORTH BEND:

APPROVED AS TO FORM:

Mary Miller, Mayor

Kendra Rosenberg, City Attorney

ATTEST/AUTHENTICATED:

Published:

Effective:

Susie Oppedal, City Clerk

Chapter 17.18 UNIT LOT SUBDIVISIONS

Sections:

17.18.010	Title
17.18.020	Purpose
17.18.030	Applicability
17.18.040	Application and processing procedures
17.18.050	General regulations
17.18.060	Recording
17.18.070	Revision and Expiration
17.18.080	Appeals

17.18.010 Title

This chapter shall be known as the Unit Lot Subdivision Ordinance and may be cited as such.

17.18.020 Purpose.

A unit lot subdivision may be sought in conjunction with a specific residential development proposal or segregation of an ADU and allows for division of a parent lot into separately owned unit lots pursuant to RCW 58.17.060(3), as an alternative to condominium ownership permitted pursuant to Chapter 64.90 RCW. Unit lot subdivisions allow for more flexible creation of lots of varying sizes and mixtures of housing types, including but not limited to attached and detached units, and accessory dwelling units, provided that no dwelling units are stacked on another dwelling unit or another use. Development on individual unit lots is not required to conform with all development standards that typically apply to individual lots, as long as development on the parent lot conforms with all applicable development standards, as further described in this chapter.

17.18.030 Applicability.

Every unit lot subdivision shall comply with the provisions of this chapter.

A. A unit lot subdivision creates a relationship between the parent lot and each unit lot created, allowing for individual ownership of each individual unit lot, and associated improvements, while only applying site specific development standards to the parent lot as a whole.

B. A unit lot subdivision may be sought in conjunction with any development that results in two or more dwelling units meeting the standards of this chapter in which no dwelling units are stacked on another dwelling unit or another use.

C. A unit lot subdivision may be used to subdivide an accessory dwelling unit(s) from the principal structure.

D. A unit lot subdivision may be combined with a subdivision or short subdivision so long as the portion of the development utilizing this chapter meets the requirements of this chapter.

E. A unit lot subdivision may be used to cluster single-family residential and cottage lots subject to conformance with the unit lot subdivision regulations within this chapter.

17.18.040 Application and processing procedures.

Unit lot subdivisions resulting in nine or fewer unit lots shall be processed as short subdivisions, and all others shall be processed as subdivisions, subject to all provisions of Chapter 17.12 NBMC and Chapter 17.16 NBMC.

17.18.050 General regulations.

A. Development Standards: Development on the parent lot, as a whole, rather than individual unit lots, shall comply with the bulk and dimensional standards in NBMC 18.10.040, and land use performance standards in NBMC 18.10.050, as applicable to the underlying zone, except that no reductions shall be allowed to building setbacks or separation requirements required for building code and fire code conformance.

B. A unit lot subdivision cannot be used to permit land uses or densities that are not otherwise allowed in the zone in which the unit lot subdivision is proposed.

C. When utilized for new single-family homes (not including accessory dwelling units) within the Low-Density Residential Zone or Constrained Low-Density Residential Zone, the following additional provisions apply to unit lot subdivisions:

1. The rear lot line setback established in NBMC 18.10.030 shall be applied wherever the rear of a housing structure faces an exterior property line of the parent lot.

2. Where utilized to cluster single-family homes on smaller areas of a site for the sake of preserving common open space or critical areas, clusters of unit lots within a subdivision (more than 9 units) shall not exceed a total of 9 units, and shall be separated from other clusters of unit lots by shared common open space, at least 25-feet in width.

D. Parking. Within the parent lot, parking required for a dwelling unit may be provided on a different unit lot, as long as the right to use the parking is included in notes on the face of the plat or formalized by an easement recorded with the King County Recorder.

E. Portions of the parent lot not subdivided into individual unit lots shall be owned in common by the owners of the individual unit lots, or by a homeowners' association comprised of the owners of the individual unit lots.

F. Additional design and development of the individual unit lots is subject to the application of development standards to the parent lot, as a whole, and may accordingly be limited.

Subsequent platting actions and additions or modifications to structure(s) may not create or increase any nonconformity of the parent lot, as a whole.

17.18.060 Recording.

A. The title of the plat shall include the phrase "Unit Lot Subdivision."

B. Notes shall be placed on the face of the plat or short plat as recorded with the County Recorder to state the following:

1. Approval of the design and layout of the development on each unit lot was granted by the review of the development, as a whole, on the parent lot.

2. Subsequent platting actions and additions or modifications to unit lots or unit lot structure(s) may not create or increase any nonconformity of the parent lot, as a whole.

3. Additional development or redevelopment of individual unit lots may be limited as a result of the application of development standards to the parent lot, as a whole.

C. Access easements, joint use and maintenance agreements, and covenants, conditions and restrictions (CC&Rs) identifying the rights and responsibilities of property owners and/or the homeowners' association shall be executed for use and maintenance of common facilities and features and shall be recorded with the County Recorder. Common facilities and features include, but are not limited to, common garage, parking, and vehicle access areas; bike parking; solid waste collection areas; underground utilities; common open space; shared interior walls; exterior building facades and roofs; and other similar features.

D. All other recording provisions shall be as established for final plats and final short plats as provided in NBMC 17.16.

17.18.070 Revision and expiration

- A. Revisions to unit lot subdivisions that have received preliminary approval but have not yet been recorded shall be subject to the revision process for preliminary short subdivisions and preliminary subdivisions pursuant to Chapter 17.12 NBMC, as applicable based on the number of lots.
- B. Expiration. Preliminary approval of a unit lot subdivision shall expire five years from the date of the notice of decision if the unit lot subdivision has not been recorded.
- C. Alterations. Alterations to recorded unit lot subdivisions must follow the alteration process for short subdivisions or for subdivisions pursuant to Chapter 17.16 NBMC, as applicable based on the number of lots.

17.18.080 Appeals

Any decision of the director may be appealed following the procedures set forth in the NBMC, including but not limited to Chapters 20.01 and 20.06 NBMC.

Chapter 17.22 RESIDENTIAL LOT SPLITTING

Sections:

17.22.010	Title
17.22.020	Purpose
17.22.030	Definitions
17.22.040	Applicability
17.22.050	Application requirements
17.22.060	General regulations
17.22.070	Procedures of lot splitting
17.22.080	Criteria for approval
17.22.090	Engineering requirements
17.22.100	Recording
17.22.110	Appeals

NBMC 17.22.010 – Title

This chapter shall be known as the Lot Splitting Ordinance and may be cited as such.

NBMC 17.22.020 – Purpose

A residential lot split allows for a parent lot within a residential zone to be split to produce a newly created lot through an administrative procedure. The parent lot and newly created lot are designed in conformance with all development standards described in [NBMC Title 18](#). The purpose of this chapter is to allow an existing residential lot to be split to create a new residential lot in accordance with [RCW 58.17.145](#) as an alternative to a short subdivision permitted pursuant to [RCW 58.17.060](#). Residential lot splitting allows a streamlined process for the creation of new detached or attached housing, middle housing, and accessory dwelling units.

NBMC 17.22.030 – Definitions

The following definitions are specific to Chapter 17.22 NBMC:

- A. “Lot split survey” means the final survey prepared for filing for record with the county auditor and containing all elements and requirements for a lot split.
- B. “Newly created lot” means a lot that was created by a lot split.
- C. “Parent lot” means a lot that is subject to a lot split.

17.22.040 – Applicability

Every residential lot splitting application shall comply with the provisions of this chapter.

- A. This chapter applies to the division of a residentially zoned parent lot to produce a newly created lot from and in addition to the parent lot.
- B. These provisions do not apply to:
 - 1. Any parent lot that is not buildable under adopted critical areas, shorelines, stormwater, setbacks, impervious surface areas, and building coverage standards. Such parent lots are not eligible for a lot split under this section;

2. The division of land in nonresidential zones or for nonresidential uses;
3. The division of land for right-of-way, road construction, or utility facilities;
4. The division of land for more than one newly created lot; and
5. The division of a nonconforming lot that furthers a nonconformity.

17.22.050 – Application Requirements

A complete residential lot splitting application shall meet the application requirements for preliminary plats, preliminary short plats, and preliminary binding site plans as provided in NBMC 17.08.150, except that specific submittal requirements for stormwater shall only be subject the Stormwater Regulations in Chapter 14.16 NBMC, and submittal requirements for landscaping shall only be subject to the Landscape Regulations in Chapter 18.18 NBMC.

17.22.060 – General Regulations

- A. Any development or use on the newly created lot is subject to all existing state and local laws including those specified in this section. Nothing in this section modifies the requirements for approval of residential building permits in Chapter 19.27 RCW.
- B. Prior to proceeding with any development, the applicant must obtain permits from the city and other agencies as applicable for land use review, environmental review, drainage review, and frontage improvements.
- C. Development on both the parent lot and the newly created lot shall comply with the bulk and dimensional standards in NBMC 18.10.040, and land use performance standards in NBMC 18.10.050, as applicable to the underlying zone.
- D. A lot split survey and legal description shall be prepared by a land surveyor in accordance with Chapter [58.09 RCW](#) and Chapter [332-130 WAC](#), Surveys and recording.

NBMC 17.22.070 – Procedures of Lot Splitting

Residential lot splitting applications are processed as a Type 1 administrative, nonexempt development permit under NBMC 20.01.004 and Table 20.01.004.

NBMC 17.22.080 – Criteria for Approval

The decision on a residential lot split shall be based on the following criteria:

- A. No more than one newly created lot is created through the lot split;
- B. Both the parent lot and the newly created lot meet the bulk and dimensional standards under Chapter 18.10 NBMC;
- C. The parent lot was not created through the splitting of a residential lot authorized by this section;
- D. The parent lot is located in a residential zone and not in an exclusively nonresidential zone;

- E. The newly created lot is developed in a manner that would be a conforming use in the underlying zone under NBMC Title 18;
- F. If the lot split would require demolition or alteration of any existing housing that would displace a renter, the applicant must recommend a displacement mitigation strategy that may include, but is not limited to, relocation assistance;
- G. The applicable sewer and water purveyors have issued certificates of availability to serve the newly created lot and dwelling units;
- H. Access and utility rights are granted or conveyed as necessary prior to recording of the lot split survey to provide access for the maximum number of dwelling units that could be developed on the newly created lot, provided such access rights may be reduced consistent with the city's adopted codes, regulations, or design standards as applicable through review of a subsequent application for a building permit, short subdivision, unit lot subdivision, subdivision application, or short subdivision if less than the maximum number of dwelling units are built on the newly created lot;
- I. Environmentally critical areas, as defined in Chapters [14.05](#) through [14.12](#) NBMC, are protected; and
- J. The planning manager or other designee determines that the application follows all applicable development regulations.

NBMC 17.22.090 – Engineering Requirements

- A. The parent lot and the newly created lot shall be designed in accordance with the City's stormwater regulations in Chapter 14.16 NBMC.
- B. The applicant shall be required to submit for a certificate of concurrency in accordance with Chapter [20.12 NBMC](#).
- C. Dedication for right-of-way improvements shall be required for both the parent lot and newly created lot as part of the approval process.
- D. Frontage improvements shall be required with a land use or construction application for new dwelling units on the parent lot and/or the newly created lot. Frontage improvements shall be designed in accordance with the adopted Public Works Standards.
- E. The newly created lot shall be exempt from frontage improvements when the frontage area is less than 20 lineal feet.

NBMC 17.22.100 – Recording

- A. Within sixty days of a residential lot split approval, the applicant shall record the lot split survey with the King County Recorder's Office and shall provide a copy of the recorded document to city staff.
- B. The lot split survey provided for recording shall include the following notes:
 - 1. Further lot splits are not permitted on either the parent lot or newly created lot;

2. The approval of the residential lot split does not guarantee the provision of utility connection or suitable stormwater design until a final design is provided under an associated construction permit;
 3. The city is immune from any liability, loss, or other damage suffered by another that is related to the city's approval of the lot split, including if the lot split creates a lot that is later determined by be unbuildable;
 4. The permitted number of dwelling units on each lot is not vested at the time of the residential lot split, but is subject to the zoning map and zoning regulations in effect at the time of application for such residential development; and
 5. Frontage improvements for the newly created lot or parent are required upon application of a land use or construction permit.
- C. No permits for construction may be issued until the recording process is completed.

Chapter 17.04

DEFINITIONS

A. "A."

1. "Alteration" means the modification of a previously recorded plat, short plat, binding site plan, or any portion thereof, that results in modifications to conditions of approval, the addition of new lots or more land, or the deletion of existing lots or the removal of plat or lot restrictions or dedications that are shown on the recorded plat.

2. "Applicant" means a property owner, or a public agency or public or private utility that owns a right-of-way or other easement or has been adjudicated the right to such easement pursuant to RCW 8.12.090, or any person or entity designated or named in writing by the property or easement owner to be the applicant, in an application for a development proposal, permit or approval.

B. "B."

1. "Binding site plan" means a plan drawn to scale processed in accordance with Chapter 17.20 NBMC and Chapter 58.17 RCW.

2. "Building envelope" means the area of a lot that delineates the limits of where a building may be placed on a lot.

3. "Building site" means a parcel, consisting of one or more lots or portions thereof, that is capable of being developed under current federal, state, and local statutes, including zoning and use provisions, dimensional standards, minimum lot area for construction, minimum lot width, shoreline master program provisions, sensitive area provisions, and health and safety provisions.

C. "C."

1. "Civil engineer" means an individual registered and licensed as a professional civil engineer pursuant to Chapter 18.43 RCW.

2. "Condominium" means real property, portions of which are designated for separate ownership and the remainder of which is designated for common ownership solely by the owners of those portions as defined in Chapters 64.32 and 64.34 RCW. Real property is not a condominium unless the undivided interests in the common elements are vested in the unit owners and unless a declaration, survey map and plans have been recorded pursuant to Chapter 64.32 or 64.34 RCW.

D. "D."

1. "Dedication" means the deliberate conveyance of land by an owner for any general and public uses, reserving no rights other than those that are compatible with the full exercise and enjoyment of the public uses for which the property has been conveyed. The intention to dedicate shall be evidenced by the owner by the presentment for filing of a final plat, short plat or binding site plan showing the dedication thereon or quit claim deed. The acceptance by the public shall be evidenced by the approval of such plat, short plat, binding site plan or statutory warranty deed for filing by the county.

2. “Department” means the North Bend Community and Economic Development Department.

3. “Development engineer” means the North Bend public works director, or his or her designee, authorized to oversee the review, conditioning, inspection and acceptance of right-of-way use permits, roads, grading, utilities, and drainages constructed pursuant to permits administered by the department and required pursuant to this title. Either the public works director or his designee shall be a professional civil engineer registered and licensed pursuant to Chapter 18.43 RCW.

4. “Director” means the director of the North Bend Community and Economic Development Department or his or her designee.

E. “E.”

1. “Easement” means a right granted by a property owner to specifically named parties or to the public for the use of certain land for specified purposes, that may include, but are not limited to, road access, pedestrian or bicycle pathways, minerals, utilities, drainage, and open space.

2. “Engineered preliminary drainage plan” means a preliminary plan, consistent with the current edition of the King County Surface Water Design Manual, that shows the locations, types and approximate sizes of the proposed drainage and conveyance facilities, including any required bioswales, wetponds or other water quality facilities.

F. “F.”

1. “Facilities” means unstaffed facilities that are used for the transmission or reception, or both, of wireless communication services, including, but not necessarily limited to, antenna arrays, transmission cables, equipment shelters, and support structures.

2. “Final Plat” – See “Plat, final”

3. “Final Short Plat” – See “Short Plat – Final”

4. “Financial guarantee” means a form of financial security posted to ensure timely and proper completion of improvements, compliance with the North Bend Municipal Code, or to warrant materials, workmanship of improvements and design. Financial guarantees include assignments of funds, cash deposits, surety bonds and other forms of financial security acceptable to the director.

G. “G.”

1. “General site plan” means a site plan approved pursuant to this title that is not based on a recorded final planned unit development, a building permit, an as-built site plan for developed sites or a site development permit issued for the entire site.

H. “H.”

1. “Homeowners’ association” means any combination or grouping of persons or any association, corporation or other entity that represents homeowners residing in a short subdivision, subdivision or binding site plan. A homeowners’ association need not have any official status as a separate legal entity under the laws of the state of Washington.

I. "I."

1. "Improvements" means constructed appurtenances, including but not limited to road and drainage construction, utility installation, recreational features, lot grading prior to a building permit, plat monument signs, and survey monuments.

2. "Innocent purchaser" means an individual who has purchased real property for value and states under oath that he or she had no knowledge at any time prior to or during the sale that the lot had been or is being created in violation of the provisions of this title.

J. "J." Reserved.

K. "K." Reserved.

L. "L."

1. "Land surveyor" means an individual licensed as a land surveyor pursuant to Chapter 18.43 RCW.

2. "Lot" means a physically separate and distinct parcel of property that has been created pursuant to the provisions of this title, or pursuant to any previous laws governing the subdivision, short subdivision or segregation of land.

3. "Lot, parent," or "parent lot" means an initial residential lot that is subdivided into unit lots through the unit lot subdivision process, under Chapter 17.18 NBMC, or subject to a lot split, under Chapter 17.22 NBMC.

4. "Lot Split" means the administrative process of dividing an existing lot into two lots for the purpose of sale, lease, or transfer of ownership pursuant to Chapter 17.22 NBMC.

5. "Lot, unit," or "unit lot" means a fractional part of subdivided lands having fixed boundaries that is created through the unit lot subdivision of a parent lot pursuant to the unit lot subdivision process in Chapter 17.18 NBMC.

M. "M." Reserved.

N. "N." Reserved.

O. "O."

1. "Ownership interest" means having property rights as a fee owner or contract purchaser.

P. "P."

1. "Parent parcel" means each existing lot that is located within the perimeter of a proposed boundary line adjustment application.

2. "Parent Lot" - See "lot, parent."

3. "Personal wireless services" means any federally licensed personal wireless service.

4. "Piggyback platting" means a proposed means of segregation whereby property is short subdivided multiple times in order to avoid the requirements of a full subdivision.

5. "Plat, Final," or "final plat" means the final drawing of the subdivision and dedication prepared for filing with the county auditor and containing all elements and requirements set forth in this title and in Chapter 58.17 RCW.

6. "Plat, Preliminary" or "preliminary plat" means a neat and approximate drawing of a proposed subdivision showing the general layout of streets, alleys, lots, blocks and other elements of a subdivision required by this title and Chapter 58.17 RCW. The preliminary plat shall be the basis for the approval or disapproval of the general layout of a subdivision.

Q. "Q." Reserved.

R. "R."

1. "Revisions" means a change prior to recording of a previously approved preliminary plat, preliminary short plat or binding site plan that includes, but is not limited to, the addition of new lots, tracts or parcels.

S. "S."

1. "Segregation" means a division of land by any of the following means: subdivisions, short subdivisions, binding site plans and divisions described in NBMC 17.08.040.

2. "Short plat – final, or final short plat" means the final drawing of the short subdivision and dedication prepared for filing with the county auditor and containing all elements and requirements set forth in this title and in Chapter 58.17 RCW.

3. "Short plat -preliminary," or "preliminary short plat" means a neat and approximate drawing of a proposed short subdivision showing the general layout of streets, alleys, lots, blocks and other elements of a short subdivision required by this title and Chapter 58.17 RCW. The preliminary short plat shall be the basis for the approval or disapproval of the general layout of a subdivision.

4. "Short subdivision" means a division or redivision of land into nine or fewer lots, tracts, parcels or sites for the purpose of sale, lease or transfer of ownership.

5. "Subdivision" means a division or redivision of land into 10 or more lots, tracts or parcels for the purpose of sale, lease or transfer of ownership.

T. "T."

1. "Tract" means land reserved for specified uses including, but not limited to, reserve tracts, recreation, open space, sensitive areas, surface water retention, utility facilities and access. Tracts are not considered lots or building sites for purposes of residential dwelling construction.

U. "U."

1. "Unit Lot Subdivision" means a subdivision or short subdivision proposed as part of a residential development project that meets the development standards applicable to the parent lot at the time the application is vested, but which may result in development on one or more individual unit lots becoming nonconforming as to specified land use and development standards based on the analysis of the individual unit lot.

2. "Unit Lot" – See "Lot – Unit."

V. "V." Reserved.

W. "W." Reserved.

X. "X." Reserved.

Y. "Y." Reserved.

Z. "Z." Reserved.

Chapter 14.05.220 CRITICAL AREA TRACTS

- A. Critical area tracts are legally created nonbuildable land areas containing critical areas and their buffers that shall remain undeveloped pursuant to the critical area regulations. Separate critical area tracts are not an integral part of the lot in which they are created; are not intended for sale, lease, or transfer; and shall be incorporated in the area of the parent lot for purposes of subdivision and method of allocation and minimum lot size. The following development proposals shall identify such areas as separate tracts:

1. Subdivisions;
2. Short subdivisions;
3. Planned residential developments;
4. Contract rezones;
5. Binding site improvement plans;
6. Residential Lot Splitting;
- 5.7. Unit Lot Subdivisions; and
- 6.8. Master site plans.

- B. Responsibility for maintaining tracts shall be held by a homeowners' association, adjacent lot owners (in an undivided interest), the permit applicant or designee, or other appropriate entity as approved by the city.

- C. The following note shall appear on the face of all plats, PRDs, binding site improvement plans, residential lot splits, unit lot subdivisions, master site plans, site plan/design review, or contract rezones and shall be recorded on the title for all affected lots:

Note: All lots adjoining separate tracts identified as native growth protection easements are jointly and severally responsible for the maintenance and protection of the tracts. Maintenance includes ensuring that no alteration occurs within the separate tract and that vegetation remains undisturbed unless the express written permission of the city of North Bend has been received.

§ 20.01.004. Types of development permits and approvals.

For the purposes of this title, nonexempt development permits shall be classified under major headings of either "I. Administrative" or "II. Quasi-Judicial," as indicated in Table 20.01.004 (column 1). Administrative permit decisions are made by a city staff person, typically the community services director. Quasi-judicial permit decisions are made by an elected or appointed body that adjudicates and makes decisions based on information and analysis presented. Specific permit types are listed under subheadings of "Administrative" and "Quasi-Judicial" in Table 20.01.004 (column 1: I.a. – j. and II.k. – x.). These specific types represent the spectrum of land use permits or approvals currently required by North Bend's land use codes. The table also presents information on respective code citations (column 2); requirements for environmental review (column 3); staff recommendation (column 4); staff decision (column 5); hearing requirements (columns 6 and 7); decision body (column 8); types of appeals and appeal bodies (columns 9 and 10); and judicial appeal (column 11). Explanatory notes are provided at the bottom of the table.

Table 20.01.004 Development Permit and Approval Framework

Permit Type – I Administrative	Code Requirement	SEPA Review	Staff Recommend	Staff Decision	Open Record Hearing	Closed Record Hearing	Decision Body	Open Record Appeal	Closed Record Appeal	Court Appeal
a. SEPA Threshold Determination	14.04.060	E or NE	No	Yes	No	No	CED	No	No	Yes
b. Critical Area Study	14.05.240	E or NE	No	Yes	No	No	CED	HE	No	Yes
c. Floodplain Permit	14.12.030	E or NE	No	Yes	No	No	CED	HE	No	Yes
d. Short Subdivisions (Short Plat), and Binding Site Plans, <u>and Unit Lot Subdivisions (9 or fewer lots)</u>	17.12, <u>17.18</u>	E or NE	No	Yes	No	No	CED	HE	No	Yes
e. Boundary Line Adjustments	17.28	E or NE	No	Yes	No	No	CED	HE	No	Yes
f. Landscape Review	18.18.020	E or NE	No	Yes	No	No	CED	No	No	Yes
g. Design Review	18.34.040	E or NE	No	Yes	No	No	CED	HE	No	Yes
h. Clearing and Grading Permits	19.10.200	E or NE	No	Yes	No	No	CE	HE	No	Yes
i. Site Plan	18.14	E or NE	No	Yes	No	No	CED	No	No	Yes
<u>j. Residential Lot Split</u>	<u>17.22</u>	<u>E or NE</u>	<u>No</u>	<u>Yes</u>	<u>No</u>	<u>No</u>	<u>CED</u>	<u>No</u>	<u>No</u>	<u>Yes</u>
jk. Other Administrative Permits (Construction Permits)		E or NE	No	Yes	No	No	Varies	Varies	No	Yes

Permit Type – II Quasi-Judicial	Code Requirement	SEPA Review	Staff Recommend	Staff Decision	Open Record Hearing	Closed Record Hearing	Decision Body	Open Record Appeal	Closed Record Appeal	Court Appeal
kl. Public Agency/Utility Exemption	14.05.140	No	Yes	No	HE	No	HE	No	No	Yes
lm. Reasonable Use CAO Exemption	14.05.140	No	Yes	No	HE	No	HE	No	No	Yes
mn. Shoreline Conditional Use	14.20.680	E or NE	Yes	No	HE	No	HE	No	State Shoreline Board	Yes
no. Shoreline Substantial Development Permits	14.20.670	E or NE	No	Yes	No	No	CED	No	State Shoreline Board	Yes

op . Shoreline Variances	14.20.690	E or NE	Yes	No	HE	No	HE	No	State Shoreline Board	Yes
Permit Type – II Quasi-Judicial	Code Requirement	SEPA Review	Staff Recommend	Staff Decision	Open Record Hearing	Closed Record Hearing	Decision Body	Open Record Appeal	Closed Record Appeal	Court Appeal
pq . Mobile Home Parks	16.12.005	E or NE	No	Yes	No	No	CED	No	No	Yes
qr . Preliminary Plat <u>and Unit Lot Subdivision (10 or more lots)</u>	17.12, <u>17.18</u>	Yes	Yes	No	HE	No	HE	No	No	Yes
rs . Final Plat	17.16	No	Yes	No	No	CC	CC	No	No	Yes
st . Conditional Use Permits	18.24.020	E or NE	Yes	No	HE	No	HE	No	No	Yes
tu . Variances	18.26.030	E or NE	Yes	No	HE	No	HE	No	No	Yes
uv . Comprehensive Plan and Development Regulation Amendments	20.08.050	E or NE	Yes	No	PC	No	CC	No	No	Yes
wv . Special District, Master Plan, and Master Plan Amendments	18.13	E or NE	Yes	No	HE	No	HE	No	No	Yes

CC – City Council CE – City Engineer CED – Community and Economic Development
HE – Hearing Examiner DOE – Department of Ecology E or NE – Exempt or Nonexempt PC – Planning Commission

Community and Economic Development Department Staff Report



Proposal: Amendments to Title 17 and Title 20 for new sections NBMC 17.18 Unit Lot Subdivisions and NBMC 17.22 Residential Lot Splits, and amendments to NBMC 17.04 Definitions, NBMC 14.05.220 Critical Area Tracts, and NBMC 20.01.004 Types of Development Permits and Approvals.

Date: For July 1, 2026 Planning Commission Meeting and Public Hearing

Proponent: City of North Bend

Staff Recommendation:

A motion to approve of the proposed new sections NBMC 17.18 Unit Lot Subdivisions and NBMC 17.22 Residential Lot Splits, and associated amendments to NBMC 17.04 Definitions, NBMC 14.05.220 Critical Area Tracts, and NBMC 20.01.004 Types of Development Permits and Approvals.

A. PROPOSED AMENDMENTS:

Amendments are proposed to the City of North Bend Title 17 for the addition of the Unit Lot subdivision process in NBMC 17.18 and Residential Lot Splitting process in NBMC 17.22, and associated amendments to NBMC 17.04 Definitions, NBMC 14.05.220 Critical Area Tracts, and NBMC 20.01.004 Development Permits and Approvals. The amendments are intended to provide additional streamlined permitting options for the development of new residential units and amend definitions to align with state law. Associated amendments are made to NBMC 14.05.220 and 20.01.004 to clarify the applicability of critical area tracts and land use procedures associated with the two new application types.

Unit Lot Subdivisions:

A new North Bend Municipal Code Chapter 17.18 is proposed establishing Unit Lot Subdivision regulations. The proposed code amendments are in response to recent legislative amendments to RCW 58.17.060 passed by the legislature through Senate Bill 5559, which requires local governments to provide a Unit Lot Subdivision permit process. Unit Lot Subdivisions create lots much like a typical short plat or subdivision, but allow greater flexibility in the application of bulk and dimensional standards, which include setbacks, lot coverage, and minimum lot sizes. Under a Unit Lot Subdivision, the development as a whole on the “parent lot” must meet the applicable bulk and dimensional standards of the underlying zone, but individual unit-lots created within the parent lot are not subject to those standards, except as necessary for compliance of the parent lot. Further information on unit lot subdivisions and typical scenarios for which they may be used can be found within the Department of Commerce’s [Fact Sheet on Unit Lot Subdivisions](#).

The City's draft Unit Lot Subdivision regulations establish that Unit Lot Subdivisions for 9 or fewer lots are processed as a Short Plat, and Unit Lot Subdivisions for greater than 9 lots are processed as a subdivision. Questions have been posed to the Planning Commission as notes within the draft amendments and below as to whether the Planning Commission recommends allowing Unit Lot Subdivisions for single-family homes (as a form of clustering), as well as whether they should be allowed for use when involving more than 9 lots (subject to the subdivision process).

Lot Splitting:

A new North Bend Municipal Code Chapter 17.22 is proposed establishing Lot Splitting regulations. The proposed code amendments are in response to recent legislative amendments to RCW 58.17.145 passed by the legislature through House Bill 1096, which requires local governments to provide a Residential Lot Splitting permit process. A Residential Lot Split provides a streamlined administrative process to divide a single residential lot into two lots (the parent lot and one newly-created lot). Further information on lot splitting and typical scenarios for which it may be used can be found within the Department of Commerce's [Fact Sheet on Lot Splitting](#).

Associated amendments to NBMC 17.04 *Definitions* are provided to add new definitions in alignment with adopted definitions in RCW 58.17.020 and 58.17.145 for each new permit process. Additional amendments were made clarifying where the definition for adopted terms are located. Because staff are proposing to repeal and replace Chapter 17.04 Definitions in its entirety (to better address formatting, which would otherwise become overly complicated), new definitions added for conformance to state law pertaining to the Lot Splitting and Unit Lot Subdivision regulations are shown in **yellow highlight** within this section of the packet.

Additionally, minor associated amendments are proposed to NBMC 20.01.004 *Types of Development Permits and Approvals* describing the associated procedure for the unit lot subdivision and residential lot split permit process, and minor associated amendments are proposed to NBMC 14.05.220 adding Lot Splits and Unit Lot Subdivisions to the types of developments that require placing critical areas within tracts.

The proposed municipal code amendments are provided within the attached Exhibits A-E.

B. FINDING AND ANALYSIS:

1. Public Hearing: A public hearing is scheduled the July 1, 2026 Planning Commission Meeting.

2. Municipal Code Amendment Process: Municipal code amendments are governed by NBMC 20.08.070 through 20.08.110, evaluated below.

a. Impacts of Proposed Amendment

NBMC 20.08.070 and .080 requires that municipal code amendments be evaluated for their environmental, economic and cultural impacts, as well as impacts to surrounding properties. These impacts are evaluated below.

- i. **Adjacency Impacts.** The proposed amendments are not specific to any particular properties. Impacts will come from development projects which will be evaluated at the time of application.
 - ii. **Efficiency Impacts.** The proposed amendments may create efficiencies for the applicant on the design of the project site through the unit lot subdivision process by applying development standards to the overall site rather than individual unit lots and simplifies the review process for city staff. The amendments additionally create efficiency in the review timeline for smaller projects suitable for the residential lot splitting process because the subject process does not require a preliminary and final review process and is a consolidated singular review process, reducing the overall permitting timeline.
 - iii. **Fiscal and Economic Impacts.** The amendments have a positive economic impact for the City of North Bend by providing additional processing options for the division of land for the purpose of residential development. These new processes encourage infill development providing for a greater efficiency of land and support the development of new housing units. This is important for increasing the North Bend housing stock and providing new opportunities for homeownership. New residents would also be added to the city's tax base, supporting local businesses.
 - iv. **Environmental Impacts.** No environmental impacts are anticipated from revising the land use performance standards concerning Unit Lot Subdivisions and Residential Lot Splitting processes. Regulations protecting critical areas, managing storm water runoff (including maximum impervious surface limits per property based on zoning), and controlling floodplain impacts are governed by the Critical Area Regulations in NBMC Title 14, and apply regardless of development that occurs on a site. Such review will occur upon submittal of an application for development.
 - v. **Equity Impacts.** No significant equity impacts are anticipated from the proposed amendments. The residential lot splitting process will provide cost and time savings to applicants who may be economically disadvantaged and may create opportunities to sell unutilized property in a more cost-effective mechanism than a subdivision.
 - vi. **Cultural Impacts.** No significant cultural impacts are anticipated from the proposed amendments. Regulations addressing Unit Lot Subdivisions and Residential Lot Splitting provides a new mechanism for dividing residential land and increasing the housing stock in North Bend, increasing housing options that can become available to the community.
- b. **Alternatives to Proposed Amendment.** There are no alternatives available for the proposed amendment as the minimum amendments necessary to meet the state's requirements associated with SB5559 and HB1096.

3. Compatibility of Proposed Amendment with North Bend Comprehensive Plan

In accordance with NBMC 20.08.070 and .080, applications for municipal code amendments must be evaluated for compliance with the Comprehensive Plan.

The North Bend Comprehensive Plan Housing Element calls for a mix of housing types and densities to help meet housing demands for the region. The Housing Element also calls for encouraging residential infill and the streamlining of residential permitting processes.

The proposed amendments are consistent with the following Comprehensive Plan Goals and Policies:

Housing Goal 1: Encourage a variety of housing types and densities compatibly located to meet the demands of a diverse population.

Housing Policy 1.1: Encourage the development of single-family residential infill that would blend with surrounding homes and be more affordable and be compatible with existing neighborhoods within the city limits.

Housing Policy 1.2: Encourage the provision of a diversity of housing types and sizes to meet the needs of a wide range of economic levels, age groups and household make-up.

Housing Policy 1.3: Encourage a mix of housing types, models and densities, including but not limited to income levels outlined in the countywide policy.

Housing Policy 1.10: Work with other governmental agencies to develop methods that can streamline the residential permit review process to reduce the impact on affordable housing development.

Housing Policy 4.9: Support and allow the development of a variety of housing types that increase the availability of housing affordable to all economic segments of the city's population.

Housing Policy 4.1: Allow for flexibility in housing development in order to meet population forecasts.

4. Compatibility of Proposed Amendment with the North Bend Municipal Code (NBMC)

In accordance with NBMC 20.08.070 and .080, application for municipal code amendments must be evaluated for compliance with the North Bend Municipal Code. The amendments bring North Bend's municipal code regarding land division permit processes up to state standards.

5. Consistency with NBMC 20.08.100

Pursuant to NBMC 20.08.100, the City Council shall consider the proposed amendment against the criteria in NBMC 20.08.100 (B). A staff analysis is provided in italics under each criterion below.

1. Is the issue already adequately addressed in the Comprehensive Plan?

The amendments are to the North Bend Municipal Code and not the Comprehensive Plan. See further description on compatibility of the proposed amendments to the Comprehensive Plan above.

2. If the issue is not addressed in the Comprehensive Plan, is there a need for the proposed change?

Yes. As described further under section A, the amendments are provided to allow for streamlined

permitting options for land division resulting in the development of new residential units and are also needed to meet state requirements for land division.

3. Is the proposed change the best means for meeting the identified public need?

Yes. The draft amendments are the best means to meet the requirements for additional land division permit processes imposed by the state.

4. Will the proposed change result in a net benefit to the community

Yes. The proposed regulations will result in a net benefit to the community by allowing for alternative opportunities to divide land for the purposes of providing for new housing units and increasing North Bend's housing stock for detached, attached, middle housing, and accessory dwelling units.

C. QUESTIONS FOR CONSIDERATION BY THE PLANNING COMMISSION CONCERNING THE DRAFT REGULATIONS

- 1. Does the Planning Commission recommend allowing Unit Lot Subdivisions for more than 9 units?**

The state legislation allows Unit Lot Subdivisions for more than 9 units through the Subdivision Regulations, which the city's draft regulations propose. (Up to 9 are addressed through the Short Plat regulations, and more than 9 through the subdivision regulations in NBMC 17.16. Staff recommend at a minimum allowing it for subdivisions for medium density residential subdivisions (including townhomes, cottages, duplexes/triplexes, etc.). Many developments for medium density residential typologies are more than 9 units, and this expands opportunity for dividing land through this process, enabling more ownership opportunities.

- 2. Does the Planning Commission recommend allowing Unit Lot Subdivisions for new single-family homes?**

The state legislation requiring that jurisdictions allow division of land through Unit Lot Subdivisions do not specify the specific types of residential development that may utilize this type of land division, other than that the process cannot be used for units stacked atop other residences. Unit Lot Subdivisions are ideal for middle housing types such as cottages, duplexes, triplexes, and fourplexes, and townhomes where units are often developed together beside or surrounding shared common space. This same principal could also be applied to single-family homes, with advantages and possible negative consequences described below. The draft regulations as presented propose to allow the use of Unit Lot Subdivisions for single family homes.

- a. Advantages – Greater Flexibility:

- i. Retirement arrangements. Unit Lot Subdivisions for single-family homes can facilitate arrangements such as Strata/Retirement subdivisions, where shared ownership of common land is desired for facilitating collective maintenance.
- ii. Meeting density allowance with critical areas. Unit Lot Subdivisions could be used to achieve the allowed density per the underlying zone by clustering units on smaller lots in areas of the development not occupied by critical areas. Currently, the minimum lot size required by the zone may limit the unit count

achievable to less than what would be allowed without the presence of critical areas.

- iii. Greater open space preservation. Under the same principal described in ii above, the allowance to cluster units with smaller lots on a portion of a property may encourage developers to preserve additional open space areas outside of critical areas and their buffers that could otherwise be developed. This may be particularly useful for retaining groves of mature trees or forested areas, providing larger greenbelt or general open space areas than what might otherwise be developed under conventional bulk and dimensional standards.
- b. Possible negative consequence: Feel of conventional single-family neighborhood may be diminished in the areas of clustering. With clustered units on smaller lots to preserve open space or critical areas, the density within the clustered areas is greater, even though the overall density may not exceed that allowed for the underlying zone. Some may feel that this diminishes the traditional neighborhood feel of homes on conventional lots with standard setbacks as would otherwise be required. To mitigate this issue, the draft regulations proposes limiting clusters to no more than 9 units per cluster, which must be separated from other clusters by open space.

D. SUMMARY FINDINGS

- 1) Pursuant to RCW 36.70A.106, the draft regulations were forwarded to Commerce - Growth Management Services on May 27, 2026.
- 2) The Planning Commission considered the proposed draft amendments at their June 3rd, 2026 Planning Commission meeting. At that meeting, Commissioners requested more information to support considering whether to allow Unit Lot Subdivisions for single-family homes, and whether to allow Unit Lot Subdivisions when used for developments proposed to contain more than 9 unit lots (through the subdivision process). Questions were been added to the staff report and as notes within the draft amendments to facilitate this consideration.
- 3) The Planning Commission recommended that the Unit Lot Subdivision regulations be allowed for single-family homes, and for subdivisions (more than 9 lots), as presented in the staff report. Commissioners requested that when developed with subdivisions with more than 9 lots and clustering units to preserve open space or critical areas, unit clusters shall be separated from other unit clusters by a minimum of 25 feet of common open space. The draft was amended accordingly.
- 4) Written comment was received from the Master Builders Association and from Snoqualmie Tribe, included in Exhibit F. Staff addressed Snoqualmie Tribe comments by including provisions in the critical areas regulations concerning Unit Lot Subdivisions and Lot Splits noting that these reviews require placing critical areas within tracts.
- 5) On July 1, 2026 the Planning Commission held a public hearing on the draft regulations.
- 6) A State Environmental Policy Act Determination of Non-significance on the proposed amendments was issued on June 12, 2026 and noticed appropriately.
- 7) The proposed amendments are consistent with the procedures established in NBMC 20.08, *Comprehensive Plan and Development Regulations Amendment Procedures*. The Planning Commission finds that the proposed amendments are consistent with the criteria in NBMC 20.08.100(B) and would result in a net benefit to the community.
- 8) The newly proposed sections to Title 17 will result in a benefit to the community by enabling the development of infill development and alternative land division permitting pathways consistent with

state law, which can help to increase the supply of housing and will make for the efficient use of residential lands.

E. RECOMMENDATION

Staff Recommendation

The proposal is consistent with the development regulation amendment procedures in NBMC 20.08 and is supported by policies within the Comprehensive Plan. Staff recommends approval of the new sections NBMC 17.18 *Unit Lot Subdivisions* and NBMC 17.22 *Residential Lot Splits*, and associated amendments to NBMC 17.04 *Definitions* and NBMC 20.01.004, *Types of Development Permits and Approvals*.

Planning Commission Recommendation

Based on the findings above and after consideration of the public comment received at the public hearing, the North Bend Planning Commission recommends **approval** of the proposed new sections NBMC 17.18 *Unit Lot Subdivisions* and NBMC 17.22 *Residential Lot Splits*, and associated amendments to NBMC 17.04 *Definitions* and NBMC 20.01.004 *Types of Development Permits and Approvals*.

Exhibits:

- Exhibit A: NEW Section NBMC 17.18 *Unit Lot Subdivisions*
- Exhibit B: NEW Section NBMC 17.22 *Residential Lot Splitting*
- Exhibit C: Amended Section NBMC 17.04 *Definitions*
- Exhibit D: Amended Section NBMC 14.05.220 *Critical Areas Tract*
- Exhibit E: Amended Section NBMC 20.01.004 *Types of Development and Approvals*
- Exhibit F: Written comment received

Chapter 17.18 UNIT LOT SUBDIVISIONS

Sections:

17.18.010	Title
17.18.020	Purpose
17.18.030	Applicability
17.18.040	Application and processing procedures
17.18.050	General regulations
17.18.060	Recording
17.18.070	Revision and Expiration
17.18.080	Appeals

17.18.010 Title

This chapter shall be known as the Unit Lot Subdivision Ordinance and may be cited as such.

17.18.020 Purpose.

A unit lot subdivision may be sought in conjunction with a specific residential development proposal or segregation of an ADU and allows for division of a parent lot into separately owned unit lots pursuant to RCW 58.17.060(3), as an alternative to condominium ownership permitted pursuant to chapter 64.90 RCW. Unit lot subdivisions allow for more flexible creation of lots of varying sizes and mixtures of housing types, including but not limited to attached and detached units, and accessory dwelling units, provided that no dwelling units are stacked on another dwelling unit or another use. Development on individual unit lots is not required to conform with all development standards that typically apply to individual lots, as long as development on the parent lot conforms with all applicable development standards, as further described in this chapter.

17.18.030 Applicability.

Every unit lot subdivision shall comply with the provisions of this chapter.

A. A unit lot subdivision creates a relationship between the parent lot and each unit lot created, allowing for individual ownership of each individual unit lot, and associated improvements, while only applying site specific development standards to the parent lot as a whole.

B. A unit lot subdivision may be sought in conjunction with any development that results in two or more dwelling units meeting the standards of this chapter in which no dwelling units are stacked on another dwelling unit or another use.

C. A unit lot subdivision may also be used to subdivide an accessory dwelling unit(s) from the principal structure.

D. A unit lot subdivision may be combined with a subdivision or short subdivision so long as the portion of the development utilizing this chapter meets the requirements of this chapter.

E. A unit lot subdivision may be used to cluster single-family residential and cottage lots subject to conformance with the unit lot subdivision regulations within this chapter.

17.18.040 Application and processing procedures.

Unit lot subdivisions resulting in nine or fewer unit lots shall be processed as short subdivisions, and all others shall be processed as subdivisions, subject to all provisions of Chapter 17.12 NBMC and Chapter 17.16 NBMC.

17.18.050 General regulations.

A. Development Standards: Development as a whole on the parent lot, rather than individual unit lots, shall comply with the bulk and dimensional standards in NBMC 18.10.040, and land use performance standards in NBMC 18.10.050, as applicable to the underlying zone, except that no reductions shall be allowed to building setbacks or separation requirements required for building code and fire code conformance.

B. A unit lot subdivision cannot be used to permit land uses or densities that are not otherwise allowed in the zone in which the unit lot subdivision is proposed.

C. When utilized for new single-family homes (not including accessory dwelling units) within the Low-Density Residential Zone or Constrained Low-Density Residential Zone, the following additional provisions apply to unit lot subdivisions:

1. The rear lot line setback established in NBMC 18.10.030 shall be applied wherever the rear of a housing structure faces an exterior property line of the parent lot.

2. Where utilized to cluster single-family homes on smaller areas of a site for the sake of preserving common open space or critical areas, clusters of unit lots within a subdivision (more than 9 units) shall not exceed a total of 9 units, and shall be separated from other clusters of unit lots by shared common open space a minimum of 25-feet in width.

D. Parking. Within the parent lot, parking required for a dwelling unit may be provided on a different unit lot than the unit lot with the dwelling unit for which the parking serves, as long as the right to use the parking is included in notes on the face of the plat or formalized by an easement recorded with the King County Recorder.

E. Portions of the parent lot not subdivided for individual unit lots shall be owned in common by the owners of the individual unit lots, or by a homeowners' association comprised of the owners of the individual unit lots.

F. Additional design and development of the individual unit lots is subject to the application of development standards to the parent lot and may accordingly be limited. Subsequent platting actions and additions or modifications to structure(s) may not create or increase any nonconformity of the parent lot.

17.18.060 Recording.

A. The title of the plat shall include the phrase "Unit Lot Subdivision."

B. Notes shall be placed on the face of the plat or short plat as recorded with the County Recorder to state the following:

1. Approval of the design and layout of the development on each unit lot was granted by the review of the development, as a whole, on the parent lot.

2. Subsequent subdivision, additions, or modifications to unit lots or unit lot structure(s) may not create or increase any nonconformity of the parent lot, as a whole.

3. Additional development or redevelopment of the individual unit lots may be limited as a result of the application of development standards to the parent lot.

C. Access easements, joint use and maintenance agreements, and covenants, conditions and restrictions (CC&Rs) identifying the rights and responsibilities of property owners and/or the homeowners' association shall be executed for use and maintenance of common facilities and features and shall be recorded with the County Recorder. Common facilities and features include, but are not limited to, common garage, parking, and vehicle access areas; bike parking;

Commented [MM1]: Planning Commission - Note the draft regulations allow for unit lot subdivisions for both subdivisions (creating more than 9 lots), and for use with single family homes. Related questions:

1. Consider whether you recommend allowing unit lot subdivisions for use with more than 9 lots. This is optional under the state regulations. Staff recommend at a minimum allowing it for subdivisions for medium density residential subdivisions (including townhomes, cottages, duplexes/triplexes, etc.)

2. Consider whether you recommend allowing unit lot subdivisions for new single-family homes (in the LDR zone and CLDR Zone). Currently the draft proposes to allow this, which would essentially allow clustering of lots smaller than what the underlying zone would typically allow, to preserve open space or accommodate critical area buffers, while not exceeding the overall density allowance of the underlying zone (4 units/acre for LDR, 2 units/acre for CLDR). This allows more flexibility for developers, and better open space preservation, but could result in higher-density cluster areas that may not be seen as supporting traditional single-family neighborhood feel. See related comment below.

Commented [MM2]: This provision is intended to prevent Unit Lot Subdivisions from clustering all of the development capacity onto one area of the site, which might therefore be considered inconsistent with the overall idea and intent of the single-family zone to promote lower-density, more spread-out single-family neighborhoods.

solid waste collection areas; underground utilities; common open space; shared interior walls; exterior building facades and roofs; and other similar features.

D. All other recording provisions shall be as established for final plats and final short plats as provided in NBMC 17.16.

17.18.070 Revision and expiration

- A. Revisions to unit lot subdivisions that have received preliminary approval but have not yet been recorded shall be subject to the revision process for preliminary short subdivisions and preliminary subdivisions pursuant to 17.12, as applicable based on the number of lots.
- B. Expiration. Preliminary approval of a unit lot subdivision shall expire five years from the date of the notice of decision if the unit lot subdivision has not been recorded.
- C. Alterations. Alterations to recorded unit lot subdivisions must follow the alteration process for short subdivisions or for subdivisions pursuant to 17.16, as applicable based on the number of lots.

17.18.080 Appeals

Any decision of the director may be appealed following the procedures set forth in the NBMC, including but not limited to Chapters 20.01 and 20.06 NBMC.

Chapter 17.22 RESIDENTIAL LOT SPLITTING

Sections:

17.22.010	Title
17.22.020	Purpose
17.22.030	Definitions
17.22.040	Applicability
17.22.050	Application requirements
17.22.060	General regulations
17.22.070	Procedures of lot splitting
17.22.080	Criteria for approval
17.22.090	Engineering requirements
17.22.100	Recording
17.22.110	Appeals

NBMC 17.22.010 – Title

This chapter shall be known as the Lot Splitting Ordinance and may be cited as such.

NBMC 17.22.020 – Purpose

A residential lot split allows for a parent lot within a residential zone to be split to produce a newly created lot through an administrative procedure. The parent lot and newly created lot are designed in conformance with all development standards described in [NBMC Title 18](#). The purpose of this chapter is to allow an existing residential lot to be split to create a new residential lot in accordance with [RCW 58.17.145](#) as an alternative to a short subdivision permitted pursuant to [RCW 58.17.060](#). Residential lot splitting allows a streamlined process for the creation of new detached or attached housing, middle housing, and accessory dwelling units.

NBMC 17.22.030 – Definitions

The following definitions are specific to Chapter 17.22 NBMC:

- A. “Lot split survey” means the final survey prepared for filing for record with the county auditor and containing all elements and requirements for a lot split.
- B. “Newly created lot” means a lot that was created by a lot split.
- C. “Parent lot” means a lot that is subject to a lot split.

17.22.040 – Applicability

Every residential lot splitting application shall comply with the provisions of this chapter.

- A. This chapter applies to the division of a residentially zoned parent lot to produce a newly created lot from and in addition to the parent lot.
- B. These provisions do not apply to:
 - 1. Any parent lot that is not buildable under adopted critical areas, shorelines, stormwater, setbacks, impervious surface areas, and building coverage standards. Such parent lots are not eligible for a lot split under this section;

2. The division of land in nonresidential zones or for nonresidential uses;
3. The division of land for right-of-way, road construction, or utility facilities;
4. The division of land for more than one newly created lot; and
5. The division of a nonconforming lot that furthers a nonconformity.

17.22.050 – Application Requirements

A complete residential lot splitting application shall meet the application requirements for preliminary plats, preliminary short plats, and preliminary binding site plans as provided in NBMC 17.08.150, except that specific submittal requirements for stormwater shall only be subject the Stormwater Regulations in Chapter 14.16 NBMC, and submittal requirements for landscaping shall only be subject to the Landscape Regulations in Chapter 18.18 NBMC.

17.22.060 – General Regulations

- A. Any development or use on the newly created lot is subject to all existing state and local laws including those specified in this section. Nothing in this section modifies the requirements for approval of residential building permits in Chapter 19.27 RCW.
- B. Prior to proceeding with any development, the applicant must obtain permits from the city and other agencies as applicable for land use review, environmental review, drainage review, and frontage improvements.
- C. Development on both the parent lot and the newly created lot shall comply with the bulk and dimensional standards in NBMC 18.10.040, and land use performance standards in NBMC 18.10.050, as applicable to the underlying zone.
- D. A lot split survey and legal description shall be prepared by a land surveyor in accordance with Chapter [58.09 RCW](#) and Chapter [332-130 WAC](#), Surveys and recording.

NBMC 17.22.070 – Procedures of Lot Splitting

Residential lot splitting applications are processed as a Type 1 administrative, nonexempt development permit under NBMC 20.01.004 and Table 20.01.004.

NBMC 17.22.080 – Criteria for Approval

The decision on a residential lot split shall be based on the following criteria:

- A. No more than one newly created lot is created through the lot split;
- B. Both the parent lot and the newly created lot meet the bulk and dimensional standards under chapter 18.10 NBMC;
- C. The parent lot was not created through the splitting of a residential lot authorized by this section;
- D. The parent lot is located in a residential zone and not in an exclusively nonresidential zone;

- E. The newly created lot is developed in a manner that would be a conforming use in the underlying zone under NBMC Title 18;
- F. If the lot split would require demolition or alteration of any existing housing that would displace a renter, the applicant must recommend a displacement mitigation strategy that may include, but is not limited to, relocation assistance;
- G. The applicable sewer and water purveyors have issued certificates of availability to serve the newly created lot and dwelling units;
- H. Access and utility rights are granted or conveyed as necessary prior to recording of the lot split survey to provide access for the maximum number of dwelling units that could be developed on the newly created lot, provided such access rights may be reduced consistent with a city's adopted codes, regulations, or design standards as applicable through review of a subsequent application for a building permit, short subdivision, unit lot subdivision, subdivision application, or short subdivision if less than the maximum number of dwelling units are built on the newly created lot;
- I. Environmentally critical areas, as defined in Chapters [14.05](#) through [14.12](#) NBMC, are protected; and
- J. The planning manager or other designee determines that the application follows all applicable development regulations.

NBMC 17.22.090 – Engineering Requirements

- A. The parent lot and the newly created lot shall be designed in accordance with the City's stormwater regulations in chapter 14.16 NBMC.
- B. The applicant shall be required to submit for a certificate of concurrency in accordance with Chapter [20.12 NBMC](#).
- C. Dedication for right-of-way improvements shall be required for both the parent lot and newly created lot as part of the approval process.
- D. Frontage improvements shall be required with a land use or construction application for new dwelling units on the parent lot and/or the newly created lot. Frontage improvements shall be designed in accordance with the adopted Public Works Standards.
- E. The newly created lot shall be exempt from frontage improvements when the frontage area is less than 20 lineal feet.

NBMC 17.22.100 – Recording

- A. Within sixty days of a residential lot split approval, the applicant shall record the lot split survey with the King County Recorder's Office and shall provide a copy of the recorded document to city staff.
- B. The lot split survey provided for recording shall include the following notes:
 - 1. Further lot splits are not permitted on either the parent lot or newly created lot;

2. The approval of the residential lot split does not guarantee the provision of utility connection or suitable stormwater design until a final design is provided under an associated construction permit;
 3. The city is immune from any liability, loss, or other damage suffered by another that is related to the city's approval of the lot split, including if the lot split creates a lot that is later determined by be unbuildable;
 4. The permitted number of dwelling units on each lot is not vested at the time of the residential lot split, but is subject to the zoning map and zoning regulations in effect at the time of application for such residential development; and
 5. Frontage improvements for the newly created lot or parent are required upon application of a land use or construction permit.
- C. No permits for construction may be issued until the recording process is completed.

The existing North Bend Municipal Code Chapter 17.04, Definitions, shall be repealed in its entirety and replaced with the following:

Chapter 17.04

DEFINITIONS

A. "A."

1. "Alteration" means the modification of a previously recorded plat, short plat, binding site plan, or any portion thereof, that results in modifications to conditions of approval, the addition of new lots or more land, or the deletion of existing lots or the removal of plat or lot restrictions or dedications that are shown on the recorded plat.

2. "Applicant" means a property owner, or a public agency or public or private utility that owns a right-of-way or other easement or has been adjudicated the right to such easement pursuant to RCW 8.12.090, or any person or entity designated or named in writing by the property or easement owner to be the applicant, in an application for a development proposal, permit or approval.

B. "B."

1. "Binding site plan" means a plan drawn to scale processed in accordance with Chapter 17.20 NBMC and Chapter 58.17 RCW.

2. "Building envelope" means the area of a lot that delineates the limits of where a building may be placed on a lot.

3. "Building site" means a parcel, consisting of one or more lots or portions thereof, that is capable of being developed under current federal, state, and local statutes, including zoning and use provisions, dimensional standards, minimum lot area for construction, minimum lot width, shoreline master program provisions, sensitive area provisions, and health and safety provisions.

C. "C."

1. "Civil engineer" means an individual registered and licensed as a professional civil engineer pursuant to Chapter 18.43 RCW.

2. "Condominium" means real property, portions of which are designated for separate ownership and the remainder of which is designated for common ownership solely by the owners of those portions as defined in Chapters 64.32 and 64.34 RCW. Real property is not a condominium unless the undivided interests in the common elements are vested in the unit owners and unless a declaration, survey map and plans have been recorded pursuant to Chapter 64.32 or 64.34 RCW.

D. "D."

1. "Dedication" means the deliberate conveyance of land by an owner for any general and public uses, reserving no rights other than those that are compatible with the full exercise and enjoyment of the public uses for which the property has been conveyed. The intention to

dedicate shall be evidenced by the owner by the presentment for filing of a final plat, short plat or binding site plan showing the dedication thereon or quit claim deed. The acceptance by the public shall be evidenced by the approval of such plat, short plat, binding site plan or statutory warranty deed for filing by the county.

2. “Department” means the North Bend Community and Economic Development Department.

3. “Development engineer” means the North Bend public works director, or his or her designee, authorized to oversee the review, conditioning, inspection and acceptance of right-of-way use permits, roads, grading, utilities, and drainages constructed pursuant to permits administered by the department and required pursuant to this title. Either the public works director or his designee shall be a professional civil engineer registered and licensed pursuant to Chapter 18.43 RCW.

4. “Director” means the director of the North Bend Community and Economic Development Department or his or her designee.

E. “E.”

1. “Easement” means a right granted by a property owner to specifically named parties or to the public for the use of certain land for specified purposes, that may include, but are not limited to, road access, pedestrian or bicycle pathways, minerals, utilities, drainage, and open space.

2. “Engineered preliminary drainage plan” means a preliminary plan, consistent with the current edition of the King County Surface Water Design Manual, that shows the locations, types and approximate sizes of the proposed drainage and conveyance facilities, including any required bioswales, wetponds or other water quality facilities.

F. “F.”

1. “Facilities” means unstaffed facilities that are used for the transmission or reception, or both, of wireless communication services, including, but not necessarily limited to, antenna arrays, transmission cables, equipment shelters, and support structures.

2. “Final Plat” – See “Plat, final”

3. “Final Short Plat” – See “Short Plat – Final”

4. “Financial guarantee” means a form of financial security posted to ensure timely and proper completion of improvements, compliance with the North Bend Municipal Code, or to warrant materials, workmanship of improvements and design. Financial guarantees include assignments of funds, cash deposits, surety bonds and other forms of financial security acceptable to the director.

G. “G.”

1. “General site plan” means a site plan approved pursuant to this title that is not based on a recorded final planned unit development, a building permit, an as-built site plan for developed sites or a site development permit issued for the entire site.

H. “H.”

1. “Homeowners’ association” means any combination or grouping of persons or any association, corporation or other entity that represents homeowners residing in a short

subdivision, subdivision or binding site plan. A homeowners' association need not have any official status as a separate legal entity under the laws of the state of Washington.

I. "I."

1. "Improvements" means constructed appurtenances, including but not limited to road and drainage construction, utility installation, recreational features, lot grading prior to a building permit, plat monument signs, and survey monuments.

2. "Innocent purchaser" means an individual who has purchased real property for value and states under oath that he or she had no knowledge at any time prior to or during the sale that the lot had been or is being created in violation of the provisions of this title.

J. "J." Reserved.

K. "K." Reserved.

L. "L."

1. "Land surveyor" means an individual licensed as a land surveyor pursuant to Chapter 18.43 RCW.

2. "Lot" means a physically separate and distinct parcel of property that has been created pursuant to the provisions of this title, or pursuant to any previous laws governing the subdivision, short subdivision or segregation of land.

3. "Lot, parent," or "parent lot" means an initial residential lot that is subdivided into unit lots through the unit lot subdivision process in NBMC 17.18, or subject to a lot split under NBMC 17.22.

4. "Lot Split" means the administrative process of dividing an existing lot into two lots for the purpose of sale, lease, transfer of ownership pursuant to NBMC 17.22.

5. "Lot, unit, or unit lot" means a fractional part of subdivided lands having fixed boundaries that is created through the unit lot subdivision of a parent lot to the unit lot subdivision process in NBMC 17.18.

M. "M." Reserved.

N. "N." Reserved.

O. "O."

1. "Ownership interest" means having property rights as a fee owner or contract purchaser.

P. "P."

1. "Parent parcel" means each existing lot that is located within the perimeter of a proposed boundary line adjustment application.

2. "Parent Lot" - See "lot, parent."

3. "Personal wireless services" means any federally licensed personal wireless service.

4. “Piggyback platting” means a proposed means of segregation whereby property is short subdivided multiple times in order to avoid the requirements of a full subdivision.

5. “Plat, Final,” or “final plat” means the final drawing of the subdivision and dedication prepared for filing with the county auditor and containing all elements and requirements set forth in this title and in Chapter 58.17 RCW.

6. “Plat, Preliminary” or “preliminary plat” means a neat and approximate drawing of a proposed subdivision showing the general layout of streets, alleys, lots, blocks and other elements of a subdivision required by this title and Chapter 58.17 RCW. The preliminary plat shall be the basis for the approval or disapproval of the general layout of a subdivision.

Q. “Q.” Reserved.

R. “R.”

1. “Revisions” means a change prior to recording of a previously approved preliminary plat, preliminary short plat or binding site plan that includes, but is not limited to, the addition of new lots, tracts or parcels.

S. “S.”

1. “Segregation” means a division of land by any of the following means: subdivisions, short subdivisions, binding site plans and divisions described in NBMC 17.08.040.

2. “Short plat – final, or final short plat” means the final drawing of the short subdivision and dedication prepared for filing with the county auditor and containing all elements and requirements set forth in this title and in Chapter 58.17 RCW.

3. “Short plat -preliminary,” or “preliminary short plat” means a neat and approximate drawing of a proposed short subdivision showing the general layout of streets, alleys, lots, blocks and other elements of a short subdivision required by this title and Chapter 58.17 RCW. The preliminary short plat shall be the basis for the approval or disapproval of the general layout of a subdivision.

4. “Short subdivision” means a division or redivision of land into nine or fewer lots, tracts, parcels or sites for the purpose of sale, lease or transfer of ownership.

5. “Subdivision” means a division or redivision of land into 10 or more lots, tracts or parcels for the purpose of sale, lease or transfer of ownership.

T. “T.”

1. “Tract” means land reserved for specified uses including, but not limited to, reserve tracts, recreation, open space, sensitive areas, surface water retention, utility facilities and access. Tracts are not considered lots or building sites for purposes of residential dwelling construction.

U. “U.”

1. “Unit Lot Subdivision” means a subdivision or short subdivision proposed as part of a residential development project that meets the development standards applicable to the parent lot at the time the application is vested, but which may result in development on one or more individual unit lots becoming nonconforming as to specified land use and development standards based on the analysis of the individual unit lot.

2. “Unit Lot” – See “Lot – Unit.”

V. “V.” Reserved.

W. “W.” Reserved.

X. “X.” Reserved.

Y. “Y.” Reserved.

Z. “Z.” Reserved.

Chapter 14.05.220
CRITICAL AREA TRACTS

- A. Critical area tracts are legally created nonbuildable land areas containing critical areas and their buffers that shall remain undeveloped pursuant to the critical area regulations. Separate critical area tracts are not an integral part of the lot in which they are created; are not intended for sale, lease, or transfer; and shall be incorporated in the area of the parent lot for purposes of subdivision and method of allocation and minimum lot size. The following development proposals shall identify such areas as separate tracts:
1. Subdivisions;
 2. Short subdivisions;
 3. Planned residential developments;
 4. Contract rezones;
 - ~~5.~~ Binding site improvement plans;
 - ~~6.~~ Residential Lot Splitting;
 - ~~5.7.~~ Unit Lot Subdivisions; and
 - ~~6.8.~~ Master site plans.
- B. Responsibility for maintaining tracts shall be held by a homeowners' association, adjacent lot owners (in an undivided interest), the permit applicant or designee, or other appropriate entity as approved by the city.
- C. The following note shall appear on the face of all plats, PRDs, binding site improvement plans, residential lot splits, unit lot subdivisions, master site plans, site plan/design review, or contract rezones and shall be recorded on the title for all affected lots:

Note: All lots adjoining separate tracts identified as native growth protection easements are jointly and severally responsible for the maintenance and protection of the tracts. Maintenance includes ensuring that no alteration occurs within the separate tract and that vegetation remains undisturbed unless the express written permission of the city of North Bend has been received.

§ 20.01.004. Types of development permits and approvals.

For the purposes of this title, nonexempt development permits shall be classified under major headings of either "I. Administrative" or "II. Quasi-Judicial," as indicated in Table 20.01.004 (column 1). Administrative permit decisions are made by a city staff person, typically the community services director. Quasi-judicial permit decisions are made by an elected or appointed body that adjudicates and makes decisions based on information and analysis presented. Specific permit types are listed under subheadings of "Administrative" and "Quasi-Judicial" in Table 20.01.004 (column 1: I.a. – j. and II.k. – x.). These specific types represent the spectrum of land use permits or approvals currently required by North Bend's land use codes. The table also presents information on respective code citations (column 2); requirements for environmental review (column 3); staff recommendation (column 4); staff decision (column 5); hearing requirements (columns 6 and 7); decision body (column 8); types of appeals and appeal bodies (columns 9 and 10); and judicial appeal (column 11). Explanatory notes are provided at the bottom of the table.

Exhibit E - Development Permits and Approvals

City of North Bend, WA

§ 20.01.004

§ 20.01.004

Table 20.01.004 Development Permit and Approval Framework

Permit Type – I Administrative	Code Requirement	SEPA Review	Staff Recommend	Staff Decision	Open Record Hearing	Closed Record Hearing	Decision Body	Open Record Appeal	Closed Record Appeal	Court Appeal
a. SEPA Threshold Determination	14.04.060	E or NE	No	Yes	No	No	CED	No	No	Yes
b. Critical Area Study	14.05.240	E or NE	No	Yes	No	No	CED	HE	No	Yes
c. Floodplain Permit	14.12.030	E or NE	No	Yes	No	No	CED	HE	No	Yes
d. Short Subdivisions (Short Plat), and Binding Site Plans, <u>and Unit Lot Subdivisions (9 or fewer lots)</u>	17.12, <u>17.18</u>	E or NE	No	Yes	No	No	CED	HE	No	Yes
e. Boundary Line Adjustments	17.28	E or NE	No	Yes	No	No	CED	HE	No	Yes
f. Landscape Review	18.18.020	E or NE	No	Yes	No	No	CED	No	No	Yes
g. Design Review	18.34.040	E or NE	No	Yes	No	No	CED	HE	No	Yes
h. Clearing and Grading Permits	19.10.200	E or NE	No	Yes	No	No	CE	HE	No	Yes
i. Site Plan	18.14	E or NE	No	Yes	No	No	CED	No	No	Yes
<u>j. Residential Lot Split</u>	<u>17.22</u>	<u>E or NE</u>	<u>No</u>	<u>Yes</u>	<u>No</u>	<u>No</u>	<u>CED</u>	<u>No</u>	<u>No</u>	<u>Yes</u>
<u>k.</u> Other Administrative Permits (Construction Permits)		E or NE	No	Yes	No	No	Varies	Varies	No	Yes

Permit Type – II Quasi-Judicial	Code Requirement	SEPA Review	Staff Recommend	Staff Decision	Open Record Hearing	Closed Record Hearing	Decision Body	Open Record Appeal	Closed Record Appeal	Court Appeal
<u>k.</u> Public Agency/Utility Exemption	14.05.140	No	Yes	No	HE	No	HE	No	No	Yes
<u>lm.</u> Reasonable Use CAO Exemption	14.05.140	No	Yes	No	HE	No	HE	No	No	Yes
<u>nn.</u> Shoreline Conditional Use	14.20.680	E or NE	Yes	No	HE	No	HE	No	State Shoreline Board	Yes
<u>oo.</u> Shoreline Substantial Development Permits	14.20.670	E or NE	No	Yes	No	No	CED	No	State Shoreline Board	Yes

Exhibit E - Development Permits and Approvals

City of North Bend, WA

§ 20.01.004

§ 20.01.004

§ 20.01.004 . Shoreline Variances	14.20.690	E or NE	Yes	No	HE	No	HE	No	State Shoreline Board	Yes
Permit Type – II Quasi-Judicial	Code Requirement	SEPA Review	Staff Recommend	Staff Decision	Open Record Hearing	Closed Record Hearing	Decision Body	Open Record Appeal	Closed Record Appeal	Court Appeal
§ 20.01.004 . Mobile Home Parks	16.12.005	E or NE	No	Yes	No	No	CED	No	No	Yes
§ 20.01.004 . Preliminary Plat and Unit Lot Subdivision (10 or more lots)	17.12, 17.18	Yes	Yes	No	HE	No	HE	No	No	Yes
§ 20.01.004 . Final Plat	17.16	No	Yes	No	No	CC	CC	No	No	Yes
§ 20.01.004 . Conditional Use Permits	18.24.020	E or NE	Yes	No	HE	No	HE	No	No	Yes
§ 20.01.004 . Variances	18.26.030	E or NE	Yes	No	HE	No	HE	No	No	Yes
§ 20.01.004 . Comprehensive Plan and Development Regulation Amendments	20.08.050	E or NE	Yes	No	PC	No	CC	No	No	Yes
§ 20.01.004 . Special District, Master Plan, and Master Plan Amendments	18.13	E or NE	Yes	No	HE	No	HE	No	No	Yes

CC – City Council CE – City Engineer CED – Community and Economic Development
HE – Hearing Examiner DOE – Department of Ecology E or NE – Exempt or Nonexempt PC – Planning Commission

§ 20.01.004

§ 20.01.004

(Ord. 989 § 1 (part), 1996; Ord. 1172 § 28, 2002; Ord. 1321 § 1, 2008; Ord. 1464 § 1 (Exh. A (part)), 2012; Ord. 1466 § 1 (Exh. A), 2012; Ord. 1749 § 3, 2021; Ord. 1816 § 2 (Exh. A), 2024)



North Bend Planning Commission
City of North Bend
920 SE Cedar Falls Way
North Bend, WA 98045

June 4, 2026

RE: Comments on Proposed Unit Lot Subdivision and Residential Lot Splitting

Dear Chair Thiel and members of the Planning Commission,

On behalf of the almost 2,500 members of the Master Builders Association of King and Snohomish Counties (MBAKS), I am writing to express our strong support for the city's effort to implement unit lot subdivision under Senate Bill 5559 and residential lot splitting under House Bill 1096. MBAKS appreciates the planning commission's decision to advance these tools together in a single code update, and we commend city staff for developing draft language that reflects the underlying intent of both laws.

Supporting Homeownership Through Fee-Simple Ownership

Unit lot subdivision and residential lot splitting serve different technical purposes, but they share a common goal: enabling individual, fee-simple ownership of middle housing that would otherwise be built as rental product or sold through the condominium framework. The distinction is not merely technical, and the costs it eliminates are real.

The condominium ownership path carries significant overhead that makes it impractical for most middle housing builders and buyers: increased legal and administrative costs, extended timelines, insurance requirements, and financing constraints that together suppress for-sale housing production statewide.

For builders, that means a viable product. For buyers, that means access. Both tools are essential for translating North Bend's zoning capacity into homes the for-sale market can actually deliver and buy.

Unit Lot Subdivision Allows for Needed Flexibility

Unit lot subdivision also delivers a site design benefit that conventional platting cannot. Because development standards apply to the parent lot as a whole rather than to each individual unit lot, builders can cluster homes more creatively within the overall building envelope. Units can be arranged around groves of trees, steep slopes, or critical area buffers that would otherwise constrain or eliminate development on individually platted lots. This flexibility produces better site design, more efficient use of urban land, and housing that fits the site rather than fighting it, all without changing what the underlying zone allows.

We also want to affirm a point that resonated during Tuesday's discussion: these tools do not change permitted density. What is allowed to be built in North Bend's residential zones does not increase because of unit lot subdivision or lot splitting. What changes is the ability to own units separately, opening middle housing to a far broader pool of buyers and builders who depend on fee-simple title to access



conventional financing. Impact fees, environmental review, and traffic analysis are based on allowed development, not actual development. Unit lot subdivision and lot splitting do not change those calculations.

MBAKS Supports

MBAKS supports the staff recommended nine-unit threshold for administrative processing, which keeps the process streamlined for the majority of projects while reserving the public hearing process for larger development.

MBAKS encourages the commission to extend unit lot subdivision beyond the nine-unit short plat threshold by also adopting ULS procedures for the subdivision process. State law requires ULS for short plats, but cities may extend it to subdivisions at their discretion, and other Washington jurisdictions including Wenatchee and Anacortes have done so. MBAKS recommends extending short and long subdivisions. That allows those projects to use parent-lot development standards, extending the tool's flexibility and efficient use of land to larger projects without reducing community oversight.

Residential lot splitting opens housing production to a participant that conventional subdivision processes have largely priced out: the individual homeowner. A traditional short subdivision can take two to three years to complete, with upfront engineering costs, full frontage improvements along the entire property, and procedural complexity that makes it viable only for professional developers. The lot split process changes this. These are precisely the small-scale, scattered infill opportunities that add housing supply in places where infrastructure already exists.

MBAKS Supports ...

City staff identified the right framework for frontage improvements Tuesday, and MBAKS supports it. Deferring parent lot obligations to future redevelopment and tying newly created lot requirements to actual construction rather than to the lot split itself, is the appropriate approach. The threshold-based exemption for short frontages discussed Tuesday, using something like the 30-foot example raised by staff and commissioners, is also the right direction. Short, disconnected improvements that do not connect to an existing pedestrian network provide little public benefit while imposing costs that can make a simple lot split financially unviable for the individual homeowner this tool is designed to serve.

For both tools, infrastructure requirements should remain proportionate to actual construction activity and the real impact of the project. Front-loaded obligations are one of the most reliable ways to make these tools unworkable for the individual homeowners and smaller builders they are designed to serve.

MBAKS fully supports North Bend's effort to advance both of these tools toward adoption well ahead of the 2027 deadline. Unit lot subdivision and residential lot splitting are precisely the kind of land use reforms that help North Bend accommodate growth efficiently, expand homeownership opportunities, and make better use of existing infrastructure. We encourage the commission to move forward to the July 2 public hearing and look forward to participating at that time.

Thank you for your continued work on housing in North Bend.

Respectfully,

Ryan Makinster
Government Affairs Manager
rmakinster@mbaks.com

cc: Mike McCarty, Planning Manager, Community and Economic Development



June 22nd, 2026

Mike McCarty
920 SE Cedar Falls Way
North Bend, WA 98045

Via email to planning@northbendwa.gov

RE: Amendments to Title 17 of the North Bend Municipal Code Relating to Unit Lot Subdivisions and Residential Lot Splitting.

Dear Mike McCarty and Planning Commissioners,

On behalf of the Snoqualmie Indian Tribe (Tribe), please accept these comments on the proposed amendments to NBMC Title 17, *Land Segregation, Impact Fees and Mitigation* adding new regulations addressing Unit Lot Subdivisions and Residential Lot Splitting. We appreciate the opportunity to provide these comments and ask that they are considered for the public hearing planned for July 1st and for the SEPA threshold determination.

The Snoqualmie Tribe is a federally recognized sovereign Indian Tribe and a signatory to the Treaty of Point Elliott of 1855, in which it reserved to itself certain rights and privileges and ceded certain lands to the United States. As a signatory to the Treaty of Point Elliott, the Tribe specifically reserved to itself, among other things, the right to fish at usual and accustomed areas and the “privilege of hunting and gathering roots and berries on open and unclaimed lands” off-reservation throughout the modern-day state of Washington (Treaty of Point Elliott, art. V, 12 Stat. 928). The Tribe has lived on, tended, and managed this land since time immemorial and the rivers, lakes, and surrounding lands are vitally important both ecologically and culturally.

While we support allowing lot splitting and unit lot subdivisions to promote infill development and more efficient use of already developed lands, rather than conversion of forested or natural areas, we recommend strengthening these regulations to ensure continued protection of critical areas.

We recognize that the proposed regulations already state that development under unit lot subdivisions and lot splitting remains subject to applicable development standards (NBMC 17.18 and NBMC 17.22), including requirements intended to protect critical areas as defined in Chapters 14.05 through 14.12 NBMC. However, we have observed situations



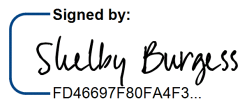
where critical areas are protected at the time of subdivision approval, yet lots are still created with little or no practical buildable area remaining outside critical areas, buffers, setbacks, or other development constraints. As a result, subsequent property owners may seek exemptions and variances based on claims of lack of reasonable use after substantial financial investment has already occurred that result in reductions of these protections.

To ensure protection of critical areas and avoid creating development constraints for future property owners, we recommend adding language to NBMC 17.18 and NBMC 17.22 stating that subdivision approval shall not result in the creation of any lot or unit lot that cannot reasonably accommodate development consistent with this title without encroachment into critical areas, buffers, required setbacks, or other protected areas.

This standard would help ensure that additional housing opportunities are achieved without facilitating development into critical areas and their buffers.

Thank you for your consideration.

Sincerely,

Signed by:

FD46697F80FA4F3...

Shelby Burgess

Environmental Review Analyst, Government Affairs & Special Projects



City Council Agenda Bill

SUBJECT:		Agenda Date: September 15, 2026		AB26-												
		xxx														
Public Hearing and Ordinance Adopting A Table of School Impact Fees, Amending the Taxes, Rates & Fees Schedule, and Repealing Ordinance Nos. 1636 and 1838		Department/Committee/Individual														
		Mayor Mary Miller														
		City Administrator – Amber Emery														
		City Attorney – Kendra Rosenberg		X												
		City Clerk – Susie Oppedal														
		Administrative Services – Lisa Escobar														
		Comm. & Economic Development – James Henderson Senior Planner- Jamie Burrell		X												
		Finance – Martin Chaw														
Cost Impact: N/A		Public Works – Tom Mohr														
Fund Source: N/A																
Timeline: Effective January 1, 2027																
Attachments: Exhibit A- 2026 SVSD Capital Facilities Plan, Public Hearing Notice																
SUMMARY STATEMENT:																
The City Council adopted Ordinance No. 1260 establishing School Impact Fees and subsequently adopted Ordinance No. 1269 including the City’s School Impact Fees in the City’s Taxes, Rates and Fees Schedule. Pursuant to Ordinance No. 1260 and the interlocal agreement between the city and the Snoqualmie Valley School District (the “School District”), the School District annually updates its Capital Facilities Plan and recalculates the appropriate School Impact Fees. The City then adopts the School District’s Capital Facilities Plan (now automatically adopted through the City’s comprehensive plan), adopts an updated Table of School Impact Fees, and includes the updated fees in its Taxes, Rates and Fees Schedule. The School District updated its “Capital Facilities Plan 2026” on June 4, 2026, and provided the update to the City on June 30, 2026. The School District’s Capital Facilities Plan 2026 reflects recent legislative changes, adjusting fees for the proportionate impact of new housing units based on the number of bedrooms: <u>Appendix A: Impact Fees Summary</u> <table><tr><td>Single Family 3+ Bedrooms</td><td>\$17,251</td></tr><tr><td>Single Family <3 Bedrooms</td><td>\$2,005</td></tr><tr><td>Middle Housing 3+ Bedrooms</td><td>\$5,326</td></tr><tr><td>Middle Housing <3 Bedrooms</td><td>\$5,109</td></tr><tr><td>Apartments 2+ Bedrooms</td><td>\$9,583</td></tr><tr><td>Apartments <2 Bedrooms</td><td>\$0</td></tr></table> By comparison, the 2025 School Impact Fees were \$13,126.84 for Single Family dwelling units and \$6,170.35 for Multi-Family dwelling units. Cottage homes of less 1,200 square feet or less were treated as Multi-Family dwelling units. Cottage homes of more than 1,200 square feet were treated as Single Family dwelling units.					Single Family 3+ Bedrooms	\$17,251	Single Family <3 Bedrooms	\$2,005	Middle Housing 3+ Bedrooms	\$5,326	Middle Housing <3 Bedrooms	\$5,109	Apartments 2+ Bedrooms	\$9,583	Apartments <2 Bedrooms	\$0
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Middle Housing <3 Bedrooms	\$5,109															
Apartments 2+ Bedrooms	\$9,583															
Apartments <2 Bedrooms	\$0															

City Council Agenda Bill

The proposed ordinance also clarifies the calculation of the City’s school impact fees, addresses several aspects of administration, includes the school impact fees in the City’s Taxes, Rates & Fees Schedule, and repeals Ordinance Nos. 1636 and 1838.

APPLICABLE BRAND GUIDELINES: Commitment to invest in the city and foster community engagement and pride.

COMMITTEE REVIEW AND RECOMMENDATION: The Community & Economic Development Committee (“CED”) reviewed this item at its August 18, 2026, meeting and recommended _____ and placement on the Main Agenda at the September 15, 2026 City Council meeting.

RECOMMENDED ACTION: **MOTION to approve AB26-xxx, an Ordinance Related to School Impact Fees, Adopting a Table of School Impact Fees, Amending the Taxes, Rates & Fees Schedule, and Repealing Ordinance Nos. 1636 and 1838, as a first and final reading.**

RECORD OF COUNCIL ACTION

<i>Meeting Date</i>	<i>Action</i>	<i>Vote</i>
September 15, 2026		

ORDINANCE

AN ORDINANCE OF THE CITY OF NORTH BEND, WASHINGTON; RELATED TO SCHOOL IMPACT FEES; ADOPTING A TABLE OF SCHOOL IMPACT FEES; AMENDING THE TAXES, RATES AND FEES SCHEDULE; REPEALING ORDINANCE NOS. 1636 AND 1838; PROVIDING FOR SEVERABILITY; AND ESTABLISHING AN EFFECTIVE DATE

WHEREAS, pursuant to Chapter 82.02, RCW and North Bend Municipal Code (“NBMC”) 17.32.010, the City Council of the City of North Bend (the “City Council”) may create and set school impact fees to be collected on behalf of the Snoqualmie Valley School District No. 410 (the “School District”); and

WHEREAS, the City of North Bend (the “City”) adopted Ordinance No. 1260, effective December 18, 2006, adopting the School District’s then current Capital Facilities Plan, setting school impact fees, and providing for the collection and administration of school impact fees in the future; and

WHEREAS, in accordance with Ordinance No. 1260, school impact fees are set by ordinance annually in an amount calculated by the School District’s Capital Facilities Plan and as required by Ordinance No. 1260; and

WHEREAS, the School District adopted its “Capital Facilities Plan 2026” on June 4, 2026, a copy of which is attached hereto as Exhibit A; and

WHEREAS, RCW 82.02.060(1) requires that impact fees “reflect the proportionate impact of new housing units, including multifamily and condominium units, based on the square footage, number of bedrooms, or trips generated, in the housing unit in order to produce a proportionally lower impact fee for smaller housing units;” and

WHEREAS, the School District’s Capital Facilities Plan 2026 establishes school impact fees proportionately, based on the number of bedrooms, for single family, middle housing, and apartments; and

WHEREAS, pursuant to Ordinance No. 1483, effective April 15, 2013, the School District Capital Facilities Plan is incorporated by reference into the Capital Facilities Element of the North Bend Comprehensive Plan; and

WHEREAS, the City Council held a Public Hearing on this matter on _____, 2026, and desires to update the amount of school impact fees to be consistent with the School District’s Capital Facilities Plan 2026;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF NORTH BEND, WASHINGTON, DOES HEREBY ORDAIN AS FOLLOWS:

Section 1. School Impact Fees, Amended: As provided in Ordinance No. 1260 and NBMC 17.32.010 and consistent with the School District’s Capital Facilities Plan 2026, the City adopts the following Table of School Impact Fees:

Single Family 3+ Bedrooms	\$17,251
Single Family <3 Bedrooms	\$2,005
Middle Housing 3+ Bedrooms	\$5,326
Middle Housing <3 Bedrooms	\$5,109
Apartments 2+ Bedrooms	\$9,583
Apartments <2 Bedrooms	\$0

Section 2. Calculation of Fee: The School District calculated separate fees, using student generation factors, for single family, middle housing, and multi-family residential units (apartments), reflection proportionate impacts based on the number of bedrooms, as required by State law and local ordinance, and derived from recent local data.

Section 3. Application: In applying the Table of School Impact Fees adopted in Section 1, the following apply:

- A. A bedroom shall be any room capable of being used as a bedroom under the building code.
- B. “Single Family” shall refer to the land uses identified under “1.10 Single-Family Dwellings” in NBMC Table 18.10.030.
- C. “Middle Housing” shall refer to the land uses identified under “1.20 Multifamily Buildings” in NBMC Table 18.10.030, provided that no more than four units are attached.
- D. “Apartments” shall refer to the land uses identified under “1.20 Multifamily Buildings” in NBMC Table 18.10.030 where more than four units are attached.

Section 4. Taxes, Rates & Fees Schedule, Amended: The City Clerk is directed to update the School Impact Fees, as set forth in Section 1 of this ordinance, in the next update to the City’s Taxes, Rates & Fees Schedule.

Section 5. Repealer: On the effective date of this ordinance, January 1, 2027, Ordinance No. 1636 and Ordinance No. 1838 shall be repealed. Subsection 4(B) of Ordinance No. 1260, shall continue to apply, as originally drafted.

Section 6. Severability: Should any section, paragraph, sentence, clause or phrase of this ordinance, or its application to any person or circumstance, be declared unconstitutional or otherwise invalid for any reason, or should any portion of this ordinance be pre-empted by state or federal law or regulation, such decision or pre-emption shall not affect the validity of the remaining portions of this ordinance or its application to other persons or circumstances.

Section 7. Effective Date: This ordinance shall be published in the official newspaper of the City and shall take effect and be in full force on January 1, 2027.

ADOPTED BY THE CITY COUNCIL OF THE CITY OF NORTH BEND, WASHINGTON, AT A REGULAR MEETING THEREOF, THIS ____ DAY OF _____, 2026.

CITY OF NORTH BEND:

APPROVED AS TO FORM:

Mary Miller, Mayor

Kendra Rosenberg, City Attorney

ATTEST/AUTHENTICATED:

Published:

Effective:

Susie Oppedal, City Clerk

SNOQUALMIE VALLEY SCHOOL DISTRICT 410

CAPITAL FACILITIES PLAN 2026



Snoqualmie Valley School District No. 410 hereby provides to the King County Council and the cities of North Bend, Sammamish, and Snoqualmie this Capital Facilities Plan documenting the present and future school facility requirements of the District. The Plan contains all elements required by the Growth Management Act and local implementing ordinances, including a six (6) year financing plan component.

Adopted on June 4, 2026

SNOQUALMIE VALLEY SCHOOL DISTRICT NO. 410

**2026-2031
SIX-YEAR CAPITAL FACILITIES PLAN**

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For information about this plan, call the District Business Services Office
(425.831.8011)

Snoqualmie Valley School District No. 410
Snoqualmie, Washington
(425) 831-8000

Board of Directors

	<u>Position Number</u>	<u>Term</u>
Melissa Johnson, President	1	1/1/26 – 12/31/29
Judith Milstein	2	1/1/24 – 12/31/27
Rene Price	3	1/1/24 – 12/31/27
Gary Fancher	4	1/1/26 – 12/31/29
Ram Dutt Vedullapalli, Vice President	5	1/1/24 – 12/31/27

Central Office Administration

Superintendent	Dan Schlotfeldt
Assistant Superintendent – Finance & Operations	Ryan Stokes
Assistant Superintendent of Human Resources	Beth Porter
Executive Director - Secondary Teaching and Learning	Andrea Zier
Executive Director - Elementary Teaching and Learning	Monica Heimbigner
Executive Director of Student Services	Kimberly Mackey

Building Administration

Administration Building

8001 Silva Ave S.E., P.O. Box 400
Snoqualmie, WA 98065
(425) 831-8000

Mount Si High School

8651 Meadowbrook Way S.E.
Snoqualmie, WA 98065
Vernie Newell, Principal

Cascade View Elementary

34816 SE Ridge Street
Snoqualmie, WA 98065
Katelyn Long, Principal

Meadowbrook School

8651 Meadowbrook Way S.E.
Snoqualmie, WA 98065
Catherine Fredenburg, Principal

Snoqualmie Elementary

39801 S.E. Park Street
Snoqualmie, WA 98065
Michelle Trifunovic, Principal

Snoqualmie Middle School

9200 Railroad Ave S.E.
Snoqualmie, WA 98065
Megan Botulinski, Principal

North Bend Elementary

400 East Third Street
North Bend, WA 98045
Rebekah Westra, Principal

Chief Kanim Middle School

32627 S.E. Redmond-Fall City Rd.
P.O. Box 639
Fall City, WA 98024
Travis Hall, Principal

Fall City Elementary

33314 S.E. 42nd
Fall City, WA 98027
Jamie Warner, Principal

Timber Ridge Elementary

34412 SE Swenson Drive
Snoqualmie, WA 98065
Shawn Lawrence, Principal

Twin Falls Middle School

46910 SE Middle Fork Road
North Bend, WA 98045
Jeff D'Ambrosio, Principal

Opstad Elementary

1345 Stilson Avenue S.E.
North Bend, WA 98045
Emily Hays, Principal

Early Learning Center

330 Ballarat Ave N
North Bend, WA 98045
Meredith Macvean, Principal

Section 1. Executive Summary

The Snoqualmie Valley School District (“District”) has developed this Six-Year Capital Facilities Plan (“Plan”) in compliance with the State of Washington's Growth Management Act and King County Code 21A.43. This plan, based on data from spring 2026, aligns with previous capital facilities plans but is not the only plan for the District's needs.

For impact fees to be collected in unincorporated King County, the King County Council must adopt this plan. The District includes the cities of Snoqualmie, North Bend, and part of Sammamish, each of which has adopted a school impact fee policy similar to the county model.

The District updates this plan regularly, adjusting the fee schedule as necessary (see Appendix A for current calculations).

The Plan sets a “standard of service” for capacity, reflecting current student/teacher ratios the District aims to maintain. While the plan includes class size reductions for K-3, it does not account for further reductions in other grades as per Initiative 1351, which has not been funded by the state. Future updates will consider these changes as funding becomes available.

It should also be noted that although the State Superintendent of Public Instruction establishes square foot guidelines for capacity funding criteria, those guidelines do not account for the **actual** program needs in the District. The Growth Management Act and King County Code 21A.43 authorize the District to adjust the standard of service based on the District's specific needs.

In general, the District's current standard provides the following (see Section 2 for additional information):

School Level	Target Average Student/Teacher Ratio
Elementary	20 Students
Middle	27 Students
High	28 Students

Capacity for 2026-27: The District's permanent capacity is 6,598 students, with an additional 2,026 of capacity in portable classrooms to accommodate students. Enrollment for Fall 2025 was 6,773 FTE. The District anticipates a slight decrease in enrollment through 2027-28, followed by growth in subsequent years. Projections show a 1.1% overall increase to 6,845 students by 2031. However, variables such as housing growth in North Bend, potential zoning and housing construction changes to address future population growth in King County, and changes in enrollment trends may influence these projections.

The state’s 2010 House Bill 2776 mandated full-day kindergarten by 2018, doubling the classroom needs for kindergartners. Additionally, the bill required K-3 class sizes to be reduced to 17 students, further increasing classroom demand. These changes, alongside growing enrollment, have escalated the need for permanent classroom space across all grade levels.

The largest growth continues in Snoqualmie Ridge and North Bend. Census data shows Snoqualmie grew by 32.3% and North Bend by 31.8% over the past decade. Both cities expect further housing growth, while other areas will see minimal changes unless annexations occur.

Previous Capacity Expansions: Notable past expansions include Cascade View Elementary (2005), Twin Falls Middle School (2008), Mount Si High School (2009), Timber Ridge Elementary (2016), and Mount Si High School’s replacement (2019). However, a significant portion of elementary capacity is

still housed in portable classrooms, which currently provide the equivalent of two additional elementary schools' worth of space.

Citizen's Committee Recommendations: Following the completion of the Timber Ridge and Mount Si school additions, made possible by the District's most recent bond proposal (2015), the District started to assess its ongoing facility needs.

To evaluate current and future requirements and prioritize projects for potential upcoming bond measures, the District established a citizen's committee. This committee was tasked with reviewing the District's facility needs, particularly in relation to evolving educational requirements, projected enrollment growth, building conditions and safety. The committee's goal was to develop a long-term facilities plan which would effectively communicate the district's future facility needs and improvements over the next 20 years.

Based on these considerations, the committee recommended the full rebuilding and expansion of North Bend Elementary and Fall City Elementary. This recommendation was driven by factors such as projected enrollment growth, the high number of portable classrooms in use, equitable learning spaces when compared to newer buildings, and the age and location of these schools. Replacing these older facilities will not only accommodate future growth but also reduce the current reliance on portables. Both schools are among the District's oldest, and replacing them will resolve long-standing maintenance issues, improve overall facility conditions, and provide more equitable learning environments on par with other schools in the District. The committee specifically recommended full replacements rather than remodels, as the benefits of new construction—such as addressing current needs in their entirety—far outweigh the slightly higher costs compared to a remodel. A full replacement allows for the design and installation of systems and components that fully meet the District's needs, whereas a remodel would only be able to address a portion of those needs.

The committee also recommended the replacement and expansion of Snoqualmie Middle School. This school, like the elementary schools, lacks equitable facilities and learning spaces when compared to the District's other middle schools. Moreover, a significant number of classrooms have doors that open to the exterior, creating ongoing safety and security concerns considering increasing incidents in public schools.

In 2024, the School Board formally accepted the recommendations of the Citizen's Facilities Advisory Committee and has begun planning for the potential bond measures to support these projects.

See Section 6 for further details on the District's capacity planning.

Section 2. Current District "Standard of Service"

(as defined by King County Code 21A.06)

In accordance with King County Code 21A.06, each school district is required to establish a “standard of service” to determine its overall capacity. This standard accounts for factors such as program year, class size, the number of classrooms, students, special needs programs, and other district-specific considerations. Relocatable units (i.e., portable classrooms) may be included in capacity calculations using the same standards as permanent facilities.

The following outlines the District's current standard of service, which reflects programs and educational opportunities that directly impact building capacity. Note that some buildings' permanent capacities have been adjusted to accommodate special programs. The standard of service incorporates class size reductions at the K-3 level but does not yet include potential reductions for other grades per Initiative 1351, which, though approved by voters in 2014, has not been funded by the state. Future updates will consider these changes as funding becomes available.

Standard of Service for Elementary Students

- Average target class size for grades K – 2: 17 students
- Average target class size for grade 3: 17 students
- Average target class size for grades 4-5: 27 students
 - Weighted Average for K-5 based on the above: 20 students
- Special Education for students with disabilities may be provided in a self-contained classroom. Average target class size: 12 students

The District’s goal is to provide a standard of service of 17 students per classroom for kindergarten through grade 3, and 25 students per classroom in grades 4 through 5. However, the state currently funds grades 4 and 5 at 27 students per classroom.

Identified students will also be provided with other special educational opportunities in classrooms designated as follows:

- Resource rooms
- Computer rooms
- Multi Language Learners (MLL)
- Education for disadvantaged students (Title I)
- Highly Capable education
- District remediation programs
- Learning assisted programs
- Transition rooms
- Behavior and other social, emotional programming
- Mild, moderate and severe disabilities
- Preschool programs

Standard of Service for Secondary Students

- Average target class size for grades 6-8: 27 students
- Average target class size for grades 9-12: 30 students
- Average target class size for Two Rivers School: 20 students
- Special Education for students with disabilities may be provided in a self-contained classroom. Average target class size: 12 students

Identified students will also be provided with other special educational opportunities in classrooms designated as follows:

- English Language Learners (ELL)
- Resource rooms (for special remedial assistance)
- Computer rooms

Room Utilization at Secondary Schools

Full utilization of teaching stations is not possible due to program schedules, specialized room requirements, and teachers needing planning space.

For building capacity calculations, the District uses a standard utilization rate of 83% (5 out of 6 periods) for middle schools.

In the 2019-20 school year, Mount Si High School adopted a 7-period schedule, with teachers teaching 5 of those periods. This results in a room utilization rate of 71%, but as enrollment increases, teachers will move to shared classrooms in certain areas, which will slightly raise utilization to approximately 75%. The State does not fund the extra planning period provided to teachers in the 7-period day. Due to this and the lower room utilization, the class size for capacity purposes (and financial purposes) at Mount Si has been increased from 27 to 30 students. Future updates may adjust class size and room utilization rates based on schedule and/or funding changes.

Section 3. Inventory and Evaluation of Current Permanent Facilities

For the 2026–27 school year, the District’s total student capacity is projected at 8,624, which includes 6,598 permanent classroom seats and 2,026 temporary (portable) classroom seats. As of October 2025, enrollment for facility planning purposes was 6,761 students. Total October 2025 enrollment—including students enrolled in alternative educational programs and out-of-district placements—was 6,773 full-time equivalents (FTE).

Capacity calculations at the elementary, middle, and high school levels are based on current service standards. Changes in instructional programs, student support needs (such as special education), and current facility use have led to adjustments in capacity at some schools. A summary table follows, detailing the current permanent capacity by school, organized by level and name.

A broader overview of districtwide capacity and enrollment projections for the next six years is provided in Section 7.

The physical condition of District facilities was evaluated as part of the 2023 State Study and Survey of School Facilities, conducted in accordance with WAC 180-25-025. This report, which is updated as facilities are modernized, is incorporated herein by reference.

Inventory of Permanent School Facilities and Related Program Capacity 2026-27 School Year

ELEMENTARY SCHOOL LEVEL

Facility	Address	Grade Span	Permanent Capacity *	2025-26 Enrollment **
CASCADE VIEW	34816 SE Ridge Street Snoqualmie, Washington	K thru 5	473	447
FALL CITY	33314 SE 42nd Place Fall City, Washington	K thru 5	270	436
NORTH BEND	400 E 3rd Street North Bend, Washington	K thru 5	325	471
OPSTAD	1345 Stilson Av SE North Bend, Washington	K thru 5	430	587
SNOQUALMIE	39801 SE Park Street Snoqualmie, Washington	K thru 5	390	499
TIMBER RIDGE	34412 SE Swenson Drive Snoqualmie, Washington	K thru 5	583	552
Total Elementary School			2,471	2,992

MIDDLE SCHOOL LEVEL

Facility	Address	Grade Span	Permanent Capacity *	2025-26 Enrollment **
CHIEF KANIM	32627 SE Redmond-Fall City Road Fall City, Washington	6, 7 & 8	697	556
SNOQUALMIE	9200 Railroad Ave SE Snoqualmie, Washington	6, 7 & 8	336	553
TWIN FALLS	46910 SE Middle Fork Road North Bend, Washington	6, 7 & 8	765	569
Total Middle School			1,797	1,678

HIGH SCHOOL LEVEL

Facility	Address	Grade Span	Permanent Capacity *	2025-26 Enrollment **
MOUNT SI and TWO RIVERS	8651 Meadowbrook Way SE Snoqualmie, Washington	9 thru 12	2,330	2,091
Total High School			2,330	2,091

TOTAL DISTRICT	6,598	6,761***
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* Does not include capacity for special programs as identified in Standards of Service section.

** Snoqualmie Elementary and Middle schools enrollment includes Meadowbrook School (formerly Parent Partnership) enrollment, as students attend at those locations.

*** Difference between enrollment (pg. 12) is due to rounding, other educational programs and out of district placements

Section 4. Relocatable (Portable) Classrooms

For a definition of relocatables and permanent facilities, see Section 2 of King County Code 21A.06.

The District currently utilizes 93 portable classrooms, which account for approximately 23% of total classroom capacity. However, 36% of elementary capacity is in portables—equivalent to more than two full elementary schools. While the expansion of Mount Si High School and reopening of Snoqualmie Middle School reduced reliance on portables at the secondary level, ongoing enrollment growth may require the District to acquire or relocate additional portables for elementary schools over the next six years.

Portables offer short-term flexibility for fluctuating enrollment and program needs. All new and modernized school sites are designed to accommodate portables if needed. However, portables are not intended as a long-term solution, and the District remains committed to reducing the percentage of students housed in them.

Portable classroom costs vary significantly depending on location, permitting, and use. An additional 10 portables are used for specialized programs and districtwide services and are not available for general classroom use.

The former Two Rivers School (Now Meadowbrook School) facility, vacated in 2021, was renovated and reopened in the Fall of 2025 as an Early Learning Center, providing preschool services to students who qualify for services, and tuition-paying peers. This project relocated preschool classrooms previously housed at Snoqualmie Elementary while increasing the District's overall capacity to serve students in these programs.

Section 5. Six-Year Enrollment Projections

The District partners with Flo Analytics (FLO) to forecast student enrollment over a six-year period. FLO provides low, middle, and high-range projections based on historical growth, future housing developments, birth rates, economic trends, and other contributing factors.

According to FLO's 2024 mid-range projection, districtwide enrollment is expected to increase 1.1% over the next six years. Elementary enrollment, however, is projected to grow by 346 students (12%) during that same period. Middle and high school enrollment is expected to decline as the recently smaller elementary cohorts advance through the system, but will increase in the future as the projected elementary enrollment growth advances through the system.

Enrollment data has been adjusted starting in 2016 to reflect Washington State House Bill 2776, which mandated full-day kindergarten. While this change did not increase student headcount, it effectively doubled the number of classrooms needed for kindergarten. The District absorbed this impact primarily through the siting of portable classrooms (as noted previously, approximately 36% of elementary capacity is in portable classrooms).

The District acknowledges that near-term projections may be influenced by several variables, including housing growth in North Bend, potential zoning and housing construction changes to address future population growth in King County, and changes in enrollment trends.

Snoqualmie Valley School District No. 410
Actual Full-Time Equivalent Enrollment through 2025 and Projected Enrollment from 2026 through 2031

GRADE:	Actual 2015	Actual 2016	Actual 2017	Actual 2018	Actual 2019	Actual 2020	Actual 2021	Actual 2022	Actual 2023	Actual 2024	Actual 2025	Enrollment Projections through 2031					
	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
Kindergarten **	241	548	508	548	603	402	546	491	492	449	441	517	527	544	535	541	549
1st Grade	578	526	574	530	552	561	475	531	502	514	462	466	528	538	556	547	553
2nd Grade	536	614	560	569	549	516	593	485	542	514	526	470	476	539	549	567	558
3rd Grade	567	559	608	564	572	519	549	579	489	550	519	530	473	480	544	554	572
4th Grade	566	597	566	585	566	534	525	546	584	491	543	520	533	474	481	547	557
5th Grade	526	570	596	557	584	554	545	523	545	581	502	554	521	534	475	482	548
K-5 Subtotal	3,014	3,414	3,412	3,353	3,426	3,086	3,233	3,155	3,154	3,099	2,992	3,057	3,058	3,109	3,140	3,238	3,338
6th Grade	570	529	580	582	574	581	548	538	520	546	598	491	553	520	533	474	481
7th Grade	525	572	511	581	590	550	594	536	544	522	548	580	491	553	520	533	474
8th Grade	486	508	563	514	570	558	554	595	542	551	530	551	585	496	558	525	538
6-8 Subtotal	1,581	1,609	1,654	1,677	1,734	1,689	1,696	1,669	1,606	1,619	1,677	1,622	1,629	1,569	1,611	1,532	1,492
9th Grade	525	475	510	567	523	571	581	565	617	568	565	547	572	607	514	579	544
10th Grade	473	500	472	499	556	507	576	566	570	617	566	569	544	569	604	512	576
11th Grade	357	310	360	317	369	381	411	461	473	468	521	464	467	446	467	495	420
12th Grade	372	321	283	315	338	376	379	397	416	444	453	484	444	447	428	447	475
9-12 Subtotal	1,727	1,606	1,625	1,698	1,786	1,835	1,947	1,989	2,076	2,097	2,105	2,064	2,027	2,069	2,013	2,033	2,015
K-12 TOTAL	6,322	6,629	6,691	6,728	6,946	6,610	6,876	6,813	6,836	6,815	6,773	6,743	6,714	6,747	6,764	6,803	6,845
	2.6%	4.9%	0.9%	0.6%	3.2%	-4.8%	4.0%	-0.9%	0.3%	-0.3%	-0.6%	-0.5%	-0.4%	0.5%	0.3%	0.6%	0.6%

* Enrollment Projections above reflect mid-range enrollment projections provided by Flo Analytics: December 2024.

** Kindergarteners were counted as 1/2 FTE until 2016, when kindergarten classes transitioned to full day programming.

Section 6. Six-Year Planning and Construction Plan

To meet ongoing and future capacity challenges and facilities needs, the District plans to:

- Construct new permanent elementary school capacity
- Rebuild and expand Snoqualmie Middle School
- Use portable classrooms where other solutions are not feasible
- Acquire land to expand transportation facilities

Elementary School Capacity Needs

Despite adding Timber Ridge Elementary in 2016, nearly all elementary schools still exceed their permanent capacity. Currently, 36% of total elementary capacity is portable classrooms. Some schools—like Snoqualmie, Fall City, and North Bend—have around 50% of their capacity in portable classrooms. In addition, growth at the elementary level is projected to continue.

Portables offer only short-term relief. Further expansion of portable classroom usage is constrained by land availability, building codes, and limitations in shared spaces like restrooms, parking, and specialist classrooms.

Future elementary school construction is expected to focus on replacing aging buildings with high portable density, with larger facilities that expand capacity and reduce reliance on portables.

Citizens' Facilities Advisory Committee Recommendations

In 2020, the District formed the Citizens' Facilities Advisory Committee to evaluate long-term solutions. In 2023, the committee prioritized:

- 1. Rebuilding and expanding Fall City and North Bend Elementary Schools**
 - Both are the oldest in the District and have the highest portable use.
 - North Bend Elementary must be replaced due to its location in a floodway, which limits renovation.
 - These two projects would eliminate 29 portable classrooms and support future growth.
- 2. Rebuilding Snoqualmie Middle School**
 - A new facility on District-owned property at Snoqualmie Ridge would enhance safety, and provide instructional spaces that meet current educational needs and are more comparable to the district's other middle schools, while reducing transportation demands, while also reducing the utilization of approximately 10-15 portable classrooms.

Additional recommendations for future phases of the long-term plan would include modernization or replacement of Opstad Elementary, Snoqualmie Elementary and Chief Kanim Middle School. The existing Snoqualmie Middle School would also be repurposed for other district uses. A 7th elementary school may also be considered if enrollment exceeds projections.

In 2024, the School Board accepted these recommendations and plans to survey the community on a future bond to fund these projects.

Current and Ongoing Projects

The district previously provided required preschool services to students who qualify at Snoqualmie Elementary School. As part of the 2015 bond, the District converted the former Two Rivers School building in North Bend into an Early Learning Center. This facility will serve the growing special education needs of the District and increase capacity for typically developing peers to be a part of preschool programming. It opened at the beginning of the 2025-26 school year.

Transportation Facility Needs

The District must also address its outdated transportation facility, which is insufficient for current and future needs. While recent driver shortages have obscured this issue, hiring more staff will highlight capacity limitations. Though a transportation facility was considered in the 2015 bond, it was excluded due to cost.

The District now plans to identify and secure land for a future transportation facility. While these costs are not eligible for impact fee funding, they are a key part of the District's long-term planning.

Section 7. Six-Year Classroom Capacities: Availability/Deficit Projections

The table below summarizes the District's projected permanent and portable capacity throughout the duration of this Plan.

Despite the opening of Timber Ridge Elementary in 2016, the District continues to face permanent capacity shortages at the elementary level, with 36% of elementary students still housed in portable classrooms.

To address long-term needs, the District plans to rebuild and expand North Bend Elementary by 2031 and Fall City Elementary by 2032. Each project would replace portable classrooms with permanent learning spaces for approximately 300 students while increasing overall building capacity to accommodate anticipated future growth. With the completion of the North Bend Elementary school planned for 2031, the districtwide percentage of elementary students housed in portable classrooms would be reduced to 28%, with an additional reduction once Fall City Elementary is completed.

At the secondary level, the expansion of Mount Si High School (MSHS) has significantly increased permanent capacity for grades 9–12 (while also benefiting middle school capacity by returning the Snoqualmie Middle School campus to a Middle School). A replacement of Snoqualmie Middle School would replace portables used by 200–340 students, depending on the service location of Meadowbrook School (previously Parent Partnership).

Districtwide, 23% of classrooms are projected to be in portables in the 2026–27 school year. With planned elementary capacity additions, this percentage is expected to drop to 20% by 2031, with additional decreases once Fall City Elementary and Snoqualmie Middle School projects are completed.

The District remains committed to reducing the current reliance on portable classrooms and will continue to assess future elementary capacity needs.

PROJECTED CAPACITY TO HOUSE STUDENTS

Elementary School K-5

PLAN YEARS: *	2026	2027	2028	2029	2030	2031
Permanent Capacity **	2,471	2,471	2,471	2,471	2,471	2,471
Elementary Rebuild/Expansion	-	-	-	-	-	325
Permanent Capacity Subtotal:	2,471	2,471	2,471	2,471	2,471	2,796
Projected Enrollment:	3,057	3,058	3,109	3,140	3,238	3,338
Surplus/(Deficit) of Permanent Capacity:	(587)	(588)	(639)	(670)	(768)	(542)
Portable Capacity Available:	1,376	1,376	1,376	1,376	1,376	1,376
Portable Capacity Changes (+/-):	-	-	-	-	-	(280)
Surplus/(Deficit) with Portables:	790	789	738	707	609	554

Middle School 6-8

PLAN YEARS: *	2026	2027	2028	2029	2030	2031
Permanent Capacity	1,797	1,797	1,797	1,797	1,797	1,797
Permanent Capacity Changes:	-	-	-	-	-	-
Permanent Capacity Subtotal:	1,797	1,797	1,797	1,797	1,797	1,797
Projected Enrollment:	1,622	1,629	1,569	1,611	1,532	1,492
Surplus/(Deficit) of Permanent Capacity:	175	168	228	186	265	305
Portable Capacity Available:	650	650	650	650	650	650
Portable Capacity Changes (+/-):	-	-	-	-	-	-
Surplus/(Deficit) with Portables:	825	818	878	836	915	955

High School 9-12

PLAN YEARS: *	2026	2027	2028	2029	2030	2031
Permanent Capacity	2,330	2,330	2,330	2,330	2,330	2,330
Permanent Capacity Changes:	-	-	-	-	-	-
Total Capacity:	2,330	2,330	2,330	2,330	2,330	2,330
Projected Enrollment:	2,064	2,027	2,069	2,013	2,033	2,015
Surplus/(Deficit) Permanent Capacity:	266	303	261	317	297	315
Portable Capacity Available:	0	0	0	0	0	0
Portable Capacity Changes (+/-):	-	-	-	-	-	-
Surplus/(Deficit) with Portables:	266	303	261	317	297	315

K-12 TOTAL

PLAN YEARS: *	2026	2027	2028	2029	2030	2031
Total Permanent Capacity:	6,598	6,598	6,598	6,598	6,598	6,923
Total Projected Enrollment:	6,743	6,714	6,747	6,764	6,803	6,845
Surplus/(Deficit) Permanent Capacity:	(145)	(116)	(149)	(166)	(205)	77
Total Portable Capacity	2,026	2,026	2,026	2,026	2,026	1,746
Total Permanent and Portable Capacity	8,624	8,624	8,624	8,624	8,624	8,669
Surplus/(Deficit) with Portables:	1,881	1,910	1,877	1,860	1,821	1,823

* Plan Years are calendar years; projected enrollment listed above represents fall enrollment of that year.

** North Bend Elementary rebuild provides permanent capacity of 650 students. Current permanent capacity is 325, for a net addition of 325 in permanent capacity. Project would also replace existing portable capacity of 280.

Section 8. Impact Fees and the Finance Plan

By law, impact fees cannot fully fund new school capacity needs; they may only cover a portion of the costs associated with growth. The impact fee formula ensures new development contributes to the facilities required to serve the students it generates. These calculations are based on student generation factors, which calculate the average number of students generated per new single-family, middle housing (townhome/duplex/multi-plex), or multi-family units (apartments), all using bedroom count distinctions as required by State law and local ordinance, derived from recent local data.

The student generation factor is applied to anticipated construction costs (construction-only, not total project costs) over the six-year span of this Plan. The result is the per-dwelling unit cost of providing school capacity for new housing. This amount is then reduced by expected State match funds and the present value of future tax revenues from existing school construction bond debt service which the new homeowner will be paying.

King County and the cities of Snoqualmie, and North Bend require that local communities cover 50% of this adjusted cost. The final proposed impact fees reflect this mandated reduction, after the additional discounts noted above. The City of Sammamish reduces the calculated fee by only 25%, resulting in impact fees that are higher than those shown in the Appendix A and C. In addition, Section 21A.43.030(G) of the King County Code caps all middle housing and apartment/condo units fees at no more than \$5,000.00.

Due to these adjustments, impact fees alone are insufficient to fund school construction. Most funding must come from locally approved bonds.

A small amount of funding may also come from State School Construction Assistance Program or “State Match” funds. For example, the District received State Match funds for the Timber Ridge Elementary and Mount Si High School projects, which covered only about 11% of total costs, just over the amount of sales tax charged on public school construction. Thus, state funding has a very limited role in addressing school facility needs.

The District’s finance plan for 2026–2031 includes secured funds from state matching funds and current impact fees but will require additional public funds to complete any construction projects.

The District owns undeveloped land in both Snoqualmie and North Bend that could support future schools and must also plan for expanded transportation facilities.

Future updates to this Plan will include revised construction project and funding details, as they develop and change.

FINANCING PLAN

Facility:	Estimated Cost	Unsecured Source of Funds:			Secured Source of Funds:			
		Bonds/Local	State Match	Impact Fees	Bonds	State Match	Impact Fees	Other Sources
Elementary School Construction	¹ \$129,100,000	\$124,050,000	² \$50,000	\$2,000,000	\$0	\$0	\$3,000,000	\$0
Portable Classrooms - ES	\$840,000	\$0	\$0	\$665,000	\$0	\$0	\$175,000	\$0
Land Acquisition/Development - Transportation Facility Expansion	\$8,800,000	TBD	\$0	\$0	\$0	\$0	\$0	\$0

¹ Listed here are estimated total project costs as adjusted for cost escalation through anticipated bid year. Impact fees are only be calculated on 'construction costs'. Costs backed out of the total project cost to arrive at 'construction cost' represent about 25-30% of the total project cost. These costs include design/engineering fees, sales tax, permitting, inspection, insurance and construction management costs, as well as furnishings and equipment for the building. The difference in cost is summarized below.

Added Elementary School Capacity:

Estimated total project cost = 129,100,000 Estimated cost of construction = \$102,460,000

² State Matching funds calculated based off of estimates provided by OSPI in March 2025

Cost Estimates and State Match Availability

To estimate construction costs, the District is using actual costs from recent portable acquisitions, adjusted for inflation. The elementary capacity project estimate is based on NAC Architecture's data from recent bid awards, with inflation projected through the project's midpoint. Other project costs are internally estimated using current market rates and preliminary designs.

The District has updated its estimate of potential State matching funds from OSPI, which are available for:

1. New construction for 'unhoused' students (those in non-permanent facilities), and
2. Modernization or replacement of facilities not renovated in 30+ years.

Matching funds for new construction are grouped by K–8 and 9–12 grade bands. Based on OSPI calculations, the District is not currently eligible for 'unhoused' construction funding. Even though 36% of elementary capacity is in portable classrooms (unhoused), the OSPI calculation is based on K-8 capacity. As seen in Section 7, the total unhoused students for K-8 is still over 400 (587 of unhoused elementary, offset by 175 of surplus permanent capacity at the middle school level). And yet, the state formula based solely on square footage does not qualify the district for any funding for unhoused students. We assert that the state formula for funding is antiquated, as it does not calculate unhoused students currently for the district. In addition, it does not account for the numerous required programs and services that are incorporated into schools and require space to operate.

Modernization funding is site-specific, and buildings qualify 30 years after any construction or renovations have occurred. Current estimates suggest state match would cover only 0–2% of construction costs for North Bend and Fall City Elementary schools, both last renovated in 1999. If construction starts after 2030, more of the buildings will qualify for state matching funds, which may equate to 6–7% of the current project cost. However, overall project cost inflation would outpace any financial benefit of delaying construction to access those potential state matching funds.

The District maintains that the state's funding formula is inadequate, providing less than 10% of actual costs—and urges reform to better align with current construction realities.

Appendix A: Impact Fees Summary

Single Family 3+ Bedrooms	\$17,251
Single Family <3 Bedrooms	\$2,005
Middle Housing 3+ Bedrooms	\$5,326
Middle Housing <3 Bedrooms	\$5,109
Apartments 2+ Bedrooms	\$9,583
Apartments <2 Bedrooms	\$0

With the new bifurcation of fees based on bedroom counts, significant changes to impact fees have occurred when compared to fees from 2025.

For Single Family Residences (SFR), the low student generation rate of dwellings with less than 3 bedrooms pulled down the combined average (used in prior years). As such, in 2026, SFRs with 3 or more bedrooms are seeing a large increase in the impact fee, while SFRs with less than 3 bedrooms have a significant decrease in the impact fee when compared to the combined rate used in 2025.

In 2025, the student generation rate for Middle Housing and Apartments was combined as “Multi-Family Housing”. The separation of these dwellings into Middle Housing and Apartments, and further bifurcating by bedroom count reveals that the District’s student generation rates for apartments has been higher than Middle Housing over the past 10 years. It is also interesting to note that the student generation rates for Middle Housing are fairly consistent regardless of bedroom count.

The Impact Fees Formula for apartments with less than 2 bedrooms cannot be calculated, as the data available in King County and local jurisdictions for apartment bedroom counts is not available. As such, separate student generation rates by bedroom count could not be calculated by FLO Analytics.

As a result, the Impact Fee Formula for apartments with 2 or more bedrooms (above) is based on the combined student generation rates for all apartments. The District would expect student generation rates for apartments with one bedroom or less to be low. As such, the combined rate being applied to apartments of 2 bedrooms or more (above) is likely conservative.

As the bedroom count data is unavailable for apartments, the District is assuming a fee of \$0 for apartments with less than 2 bedrooms until more accurate data is available.

The District will continue to monitor student generation rates in all of the new categories of housing and will update impact fees accordingly in future updates to this plan.

Appendix B: Composite Student Generation Factors

Ordinance No. 19965, Section 7 (2025):

“Student factors shall be based on district records on average actual student generation rates for a statistically valid sample of newly constructed dwelling units over a period of between five years and ten years before the date of the fee calculation. If such information is not available in the district, data from adjacent districts, districts with similar demographics, or county wide averages may be used; however, a district may use its calculated student factor for the apartment units category for the middle housing units if there is insufficient data in the district to calculate a student factor for middle housing units.” With student generation rates now being calculated on bedroom counts, allowing up to a 10-year analysis provides for better data sets for middle housing and apartments than in the five-year window.

In 2026, the FLO Analytics analyzed student generation rates within Snoqualmie Valley and found the following rates:

Table 1: K–12 Students by Grade Group per Housing Unit Built 2015–2024									
Housing Type	Housing Units	Students				SGRs			
		K–5	6–8	9–12	K–12	K–5	6–8	9–12	K–12
Single-family Detached	1,223	379	189	203	771	0.310	0.155	0.166	0.630
Two Bedrooms or Less	104	8	4	5	17	0.077	0.038	0.048	0.163
Three Bedrooms or More	1,119	371	185	198	754	0.332	0.165	0.177	0.674
Middle Housing ^(a)	258	35	17	15	67	0.136	0.066	0.058	0.260
Two Bedrooms or Less	8	1	0	1	2	0.125	0.000	0.125	0.250
Three Bedrooms or More	250	34	17	14	65	0.136	0.068	0.056	0.260
Apartments ^(b)	472	85	48	59	192	0.180	0.102	0.125	0.407

Notes

Housing units built in 2025 are excluded, because they may not have been completed and occupied by October 2025.

Parcels with present use codes Condominium (Residential) and Condominium (Mixed Use) are classified as single-family detached, middle housing, or apartments based on dwelling unit type.

(a) The middle housing category includes parcels with present use codes: Duplex, Triplex, 4-Plex, and Townhouse Plat. As defined in King County Title 21A.43.003, "Middle housing units" includes duplex, houseplex, townhouse, and cottage housing units.

(b) The apartments category includes parcels with present use codes: Apartment, Apartment (Mixed Use), Apartment (Co-Op), Apartment (Subsidized), Vacant (Multi-Family).

As defined in King County Title 21A.43.003, "Apartment units" has the same meaning as that term is defined in K.C.C. chapter 21A.06, and it does not include a townhouse. "Apartment units" has the same meaning as that term is defined in K.C.C. chapter 21A.06, and it does not include a townhouse. 21A.06.069 Apartment: a building consisting of ten or more dwelling units sharing a common roof, wall, or floor.

Sources

Snoqualmie Valley School District March 2026 headcount enrollment.

King County GIS Center parcels and Department of Assessments property data.

FLO analytics is unable to differentiate between apartment bedroom units. As such, the student generation rates above for apartments represent a blended rate. The District will use this blended rate for apartments with two or more bedrooms and will assume a student generation rate of zero for apartments with one bedroom or less.

Finally, local cities and jurisdictions recently updated their comprehensive plans to facilitate the delivery of middle housing needs expected by future King County population projections. Given constraints on available developable land, potential changes to zoning, density and annexation might be necessary to accommodate that housing growth. This would potentially impact both the student generation rates and the capital facilities needed to house additional future students. The District will continue to monitor these impacts on future updates to the Capital Facilities Plan.

Appendix C: Single Family Residence Impact Fee Calculations

2026 FORMULA Impact Fees -- Single-Family Residences: 3 or More Bedrooms

Site Acquisition Cost Per Residence

Formula: ((Acres x Cost per Acre) / Facility Size) x Student Factor

	Site Size	Cost / Acre	Facility Size	Student Factor	
Elementary	15	\$0	n/a	0.3315	\$0.00
Middle	25	\$0	n/a	0.1653	\$0.00
High	40	\$0	n/a	0.1769	\$0.00
A----->					\$0.00

Permanent Facility Construction Cost Per Residence

Formula: ((Facility Cost / Facility Capacity) x Student Factor) x (Permanent/Total Footage Ratio)

	Facility Cost	Facility Capacity	Student Factor	Footage Ratio	
Elementary	\$102,460,000	650	0.3315	0.8541	\$44,636.85
Middle	\$0	0	0.1653	0.9013	\$0.00
High	\$0	0	0.1769	1.0000	\$0.00
B----->					\$44,636.85

Temporary Facilities Cost Per Residence

Formula: ((Facility Cost / Facility Capacity) x Student Factor) x (Temporary/Total Footage Ratio)

	Facility Cost	Facility Capacity	Student Factor	Footage Ratio	
Elementary	\$0	20	0.3315	0.1459	\$0.00
Middle	\$0	27	0.1653	0.0987	\$0.00
High	\$0	28	0.1769	0.0000	\$0.00
C----->					\$0.00

State Match Credit Per Residence (if applicable)

Formula: Current Construction Cost Allocation x SPI Footage x District Match x Student Factor

	CCCA	SPI Footage	District Match	Student Factor	
Elementary	\$399.38	90	0.05%	0.3315	\$5.96
Middle	\$399.38	117		0.1653	n/a
High	\$399.38	130	n/a	0.1769	n/a
D----->					\$5.96

Tax Credit Per Residence

Average Residential Assessed Value	\$	1,179,154
Current Debt Service Tax Rate		\$1.1000
Annual Tax Payment		\$1,297.07
Bond Buyer Index Annual Interest Rate		4.77%
Discount Period (Years Amortized)		10
E----->		\$10,128.44

Fee Per Residence Recap:

A. Site Acquisition Cost	\$0.00
B. Permanent Facility Cost	\$44,636.85
C. Temporary Facility Cost	\$0.00
Subtotal	\$44,636.85
D. State Match Credit	(\$5.96)
E. Tax Payment Credit	(\$10,128.44)
Subtotal	\$34,502.45
50% Local Share	(\$17,251.23)
Impact Fee, net of Local Share	\$17,251.23

2026 FORMULA Impact Fees -- Single-Family Residences: < 3 Bedrooms

Site Aquisition Cost Per Residence

Formula: ((Acres x Cost per Acre) / Facility Size) x Student Factor

	Site Size	Cost / Acre	Facility Size	Student Factor	
Elementary	15	\$0	n/a	0.0769	\$0.00
Middle	25	\$0	n/a	0.0385	\$0.00
High	40	\$0	n/a	0.0481	\$0.00
A----->					\$0.00

Permanent Facility Construction Cost Per Residence

Formula: ((Facility Cost / Facility Capacity) x Student Factor) x (Permanent/Total Footage Ratio)

	Facility Cost	Facility Capacity	Student Factor	Footage Ratio	
Elementary	\$102,460,000	650	0.0769	0.8541	\$10,356.34
Middle	\$0	0	0.0385	0.9013	\$0.00
High	\$0	0	0.0481	1.0000	\$0.00
B----->					\$10,356.34

Temporary Facilities Cost Per Residence

Formula: ((Facility Cost / Facility Capacity) x Student Factor) x (Temporary/Total Footage Ratio)

	Facility Cost	Facility Capacity	Student Factor	Footage Ratio	
Elementary	\$0	20	0.0769	0.1459	\$0.00
Middle	\$0	27	0.0385	0.0987	\$0.00
High	\$0	28	0.0481	0.0000	\$0.00
C----->					\$0.00

State Match Credit Per Residence (if applicable)

Formula: Current Construction Cost Allocation x SPI Footage x District Match x Student Factor

	CCCA	SPI Footage	District Match	Student Factor	
Elementary	\$399.38	90	0.05%	0.0769	\$1.38
Middle	\$399.38	117		0.0385	n/a
High	\$399.38	130	n/a	0.0481	n/a
D----->					\$1.38

Tax Credit Per Residence

Average Residential Assessed Value	\$	738,740
Current Debt Service Tax Rate		\$1.1000
Annual Tax Payment		\$812.61
Bond Buyer Index Annual Interest Rate		4.77%
Discount Period (Years Amortized)		10
E----->		\$6,345.47

Fee Per Residence Recap:

A. Site Acquisition Cost	\$0.00
B. Permanent Facility Cost	\$10,356.34
C. Temporary Facility Cost	\$0.00
Subtotal	\$10,356.34
D. State Match Credit	(\$1.38)
E. Tax Payment Credit	(\$6,345.47)
Subtotal	\$4,009.49
50% Local Share	(\$2,004.74)
Impact Fee, net of Local Share	\$2,004.74

Appendix C: Middle Housing Impact Fee Calculations

2026 FORMULA Impact Fees -- Middle Housing: 3 or More Bedrooms

Site Aquisition Cost Per Residence

Formula: ((Acres x Cost per Acre) / Facility Size) x Student Factor

	Site Size	Cost / Acre	Facility Size	Student Factor	
Elementary	15	\$0	n/a	0.1360	\$0.00
Middle	25	\$0	n/a	0.0680	\$0.00
High	40	\$0	n/a	0.0560	\$0.00
A----->					\$0.00

Permanent Facility Construction Cost Per Residence

Formula: ((Facility Cost / Facility Capacity) x Student Factor) x (Permanent/Total Footage Ratio)

	Facility Cost	Facility Capacity	Student Factor	Footage Ratio	
Elementary	\$102,460,000	650	0.1360	0.8541	\$18,310.67
Middle	\$0	0	0.0680	0.9013	\$0.00
High	\$0	0	0.0560	1.0000	\$0.00
B----->					\$18,310.67

Temporary Facilities Cost Per Residence

Formula: ((Facility Cost / Facility Capacity) x Student Factor) x (Temporary/Total Footage Ratio)

	Facility Cost	Facility Capacity	Student Factor	Footage Ratio	
Elementary	\$0	20	0.1360	0.1459	\$0.00
Middle	\$0	27	0.0680	0.0987	\$0.00
High	\$0	28	0.0560	0.0000	\$0.00
C----->					\$0.00

State Match Credit Per Residence (if applicable)

Formula: Current Construction Cost Allocation x SPI Footage x District Match x Student Factor

	CCCA	SPI Footage	District Match %	Student Factor	
Elementary	\$399.38	90	0.05%	0.1360	\$2.44
Middle	\$399.38	117	n/a	0.0680	n/a
High	\$399.38	130	n/a	0.0560	n/a
D----->					\$2.44

Tax Credit Per Residence

Average Residential Assessed Value	\$	891,303
Current Debt Service Tax Rate		\$1.1000
Annual Tax Payment		\$980.43
Bond Buyer Index Annual Interest Rate		4.77%
Discount Period (Years Amortized)		10
E----->		\$7,655.92

Fee Per Residence Recap:

A. Site Acquisition Cost	\$0.00
B. Permanent Facility Cost	\$18,310.67
C. Temporary Facility Cost	\$0.00
Subtotal	\$18,310.67
D. State Match Credit	(\$2.44)
E. Tax Payment Credit	(\$7,655.92)
Subtotal	\$10,652.31
50% Local Share	(\$5,326.15)
Impact Fee, net of Local Share	\$5,326.15

2026 FORMULA Impact Fees -- Middle Housing: < 2 Bedrooms

Site Aquisition Cost Per Residence

Formula: ((Acres x Cost per Acre) / Facility Size) x Student Factor

	Site Size	Cost / Acre	Facility Size	Student Factor	
Elementary	15	\$0	n/a	0.1250	\$0.00
Middle	25	\$0	n/a	0.0000	\$0.00
High	40	\$0	n/a	0.1250	\$0.00
A----->					\$0.00

Permanent Facility Construction Cost Per Residence

Formula: ((Facility Cost / Facility Capacity) x Student Factor) x (Permanent/Total Footage Ratio)

	Facility Cost	Facility Capacity	Student Factor	Footage Ratio	
Elementary	\$102,460,000	650	0.1250	0.8541	\$16,829.66
Middle	\$0	0	0.0000	0.9013	\$0.00
High	\$0	0	0.1250	1.0000	\$0.00
B----->					\$16,829.66

Temporary Facilities Cost Per Residence

Formula: ((Facility Cost / Facility Capacity) x Student Factor) x (Temporary/Total Footage Ratio)

	Facility Cost	Facility Capacity	Student Factor	Footage Ratio	
Elementary	\$0	20	0.1250	0.1459	\$0.00
Middle	\$0	27	0.0000	0.0987	\$0.00
High	\$0	28	0.1250	0.0000	\$0.00
C----->					\$0.00

State Match Credit Per Residence (if applicable)

Formula: Current Construction Cost Allocation x SPI Footage x District Match x Student Factor

	CCCA	SPI Footage	District Match %	Student Factor	
Elementary	\$399.38	90	0.05%	0.1250	\$2.25
Middle	\$399.38	117	n/a	0.0000	n/a
High	\$399.38	130	n/a	0.1250	n/a
D----->					\$2.25

Tax Credit Per Residence

Average Residential Assessed Value	\$	769,426
Current Debt Service Tax Rate		\$1.1000
Annual Tax Payment		\$846.37
Bond Buyer Index Annual Interest Rate		4.77%
Discount Period (Years Amortized)		10
E----->		\$6,609.05

Fee Per Residence Recap:

A. Site Acquisition Cost	\$0.00
B. Permanent Facility Cost	\$16,829.66
C. Temporary Facility Cost	\$0.00
Subtotal	\$16,829.66
D. State Match Credit	(\$2.25)
E. Tax Payment Credit	(\$6,609.05)
Subtotal	\$10,218.36
50% Local Share	(\$5,109.18)
Impact Fee, net of Local Share	\$5,109.18

Appendix C: Apartment Impact Fee Calculations

2026 FORMULA Impact Fees -- Apartments: 2 or More Bedrooms

Site Aquisition Cost Per Residence

Formula: ((Acres x Cost per Acre) / Facility Size) x Student Factor

	Site Size	Cost / Acre	Facility Size	Student Factor	
Elementary	15	\$0	n/a	0.1801	\$0.00
Middle	25	\$0	n/a	0.1017	\$0.00
High	40	\$0	n/a	0.1250	\$0.00
A----->					\$0.00

Permanent Facility Construction Cost Per Residence

Formula: ((Facility Cost / Facility Capacity) x Student Factor) x (Permanent/Total Footage Ratio)

	Facility Cost	Facility Capacity	Student Factor	Footage Ratio	
Elementary	\$102,460,000	650	0.1801	0.8541	\$24,246.12
Middle	\$0	0	0.1017	0.9013	\$0.00
High	\$0	0	0.1250	1.0000	\$0.00
B----->					\$24,246.12

Temporary Facilities Cost Per Residence

Formula: ((Facility Cost / Facility Capacity) x Student Factor) x (Temporary/Total Footage Ratio)

	Facility Cost	Facility Capacity	Student Factor	Footage Ratio	
Elementary	\$0	20	0.1801	0.1459	\$0.00
Middle	\$0	27	0.1017	0.0987	\$0.00
High	\$0	28	0.1250	0.0000	\$0.00
C----->					\$0.00

State Match Credit Per Residence (if applicable)

Formula: Current Construction Cost Allocation x SPI Footage x District Match x Student Factor

	CCCA	SPI Footage	District Match %	Student Factor	
Elementary	\$399.38	90	0.05%	0.1801	\$3.24
Middle	\$399.38	117	n/a	0.1017	n/a
High	\$399.38	130	n/a	0.1250	n/a
D----->					\$3.24

Tax Credit Per Residence

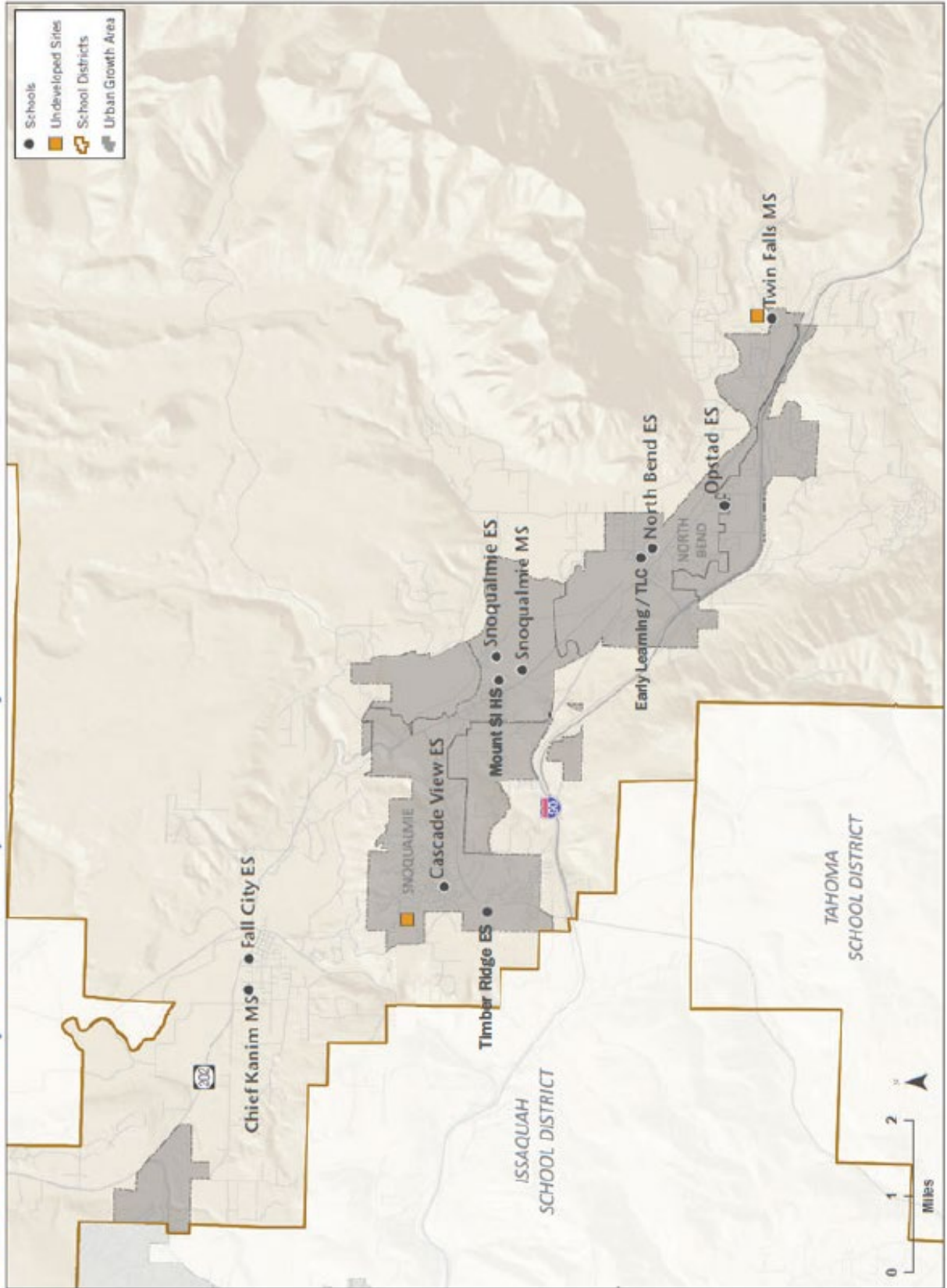
Average Residential Assessed Value	\$	590,955	
Current Debt Service Tax Rate		\$1.1000	
Annual Tax Payment		\$650.05	
Bond Buyer Index Annual Interest Rate		4.77%	
Discount Period (Years Amortized)		10	
E----->			\$5,076.05

Fee Per Residence Recap:

A. Site Acquisition Cost	\$0.00	
B. Permanent Facility Cost	\$24,246.12	
C. Temporary Facility Cost	\$0.00	
Subtotal		\$24,246.12
D. State Match Credit	(\$3.24)	
E. Tax Payment Credit	(\$5,076.05)	
Subtotal		\$19,166.83
50% Local Share		(\$9,583.42)
Impact Fee, net of Local Share		\$9,583.42

Appendix D: District Map

Schools and Undeveloped Sites in Snoqualmie Valley School District



**FIRST AMENDMENT TO THE CONTRACT FOR SERVICES
BY AND BETWEEN THE CITY OF NORTH BEND AND
PEACH GLOBAL SOLUTIONS, LLC**

THIS AMENDMENT to the Contract for Services entered into between the City of North Bend and Peach Global Solutions, LLC, effective _____, 2026 (hereafter the "Agreement"), is made in consideration of the mutual benefits, terms, and conditions hereinafter specified and pursuant to Section 14 of the Agreement.

1. Exhibit A of the Agreement is hereby amended by the addition of the "Additional Services Proposal", which is attached hereto and incorporated by this reference as an addendum to Exhibit A.
2. Section 2 of the Agreement is hereby amended to read as follows:

Compensation and Method of Payment. Consultant will invoice City monthly based upon the fee schedule set forth in Exhibit B attached hereto, which is incorporated by this reference as if fully set forth. Consultant shall be paid a total amount not to exceed FORTY-THREE THOUSAND AND 00/100 (\$43,000.00) without written modification of this Agreement signed by City. City shall pay Consultant for services rendered under this Agreement within ten (10) days after City Council voucher approval. Consultant agrees to complete and return the attached Exhibit C (Taxpayer Identification Number) to City prior to or along with the first invoice.

Original contract amount of \$25,000 + Amendment #1 of \$18,000 = \$43,000.00

3. Section 3 of the Agreement is hereby amended to read as follows:

Duration of Agreement. This Agreement shall be in full force and effect for a period commencing January 26, 2026 and ending August 31, 2027 unless earlier terminated in accordance with Section 11 herein or extended by written amendment in accordance with Section 14 herein.

All other terms and conditions remain as provided in the original Agreement effective January 26, 2026.

DATED this ____ day of _____, 2026.

CITY OF NORTH BEND

PEACH GLOBAL SOLUTIONS, LLC

By: _____

By: _____

Printed Name: _____

Printed Name: _____

Title: _____

Title: _____

Attest/Authenticated:

City Clerk

Approved as to form:

Kendra Rosenberg, City Attorney

Adventure North Bend

Digital Maintenance & Content Retainer

12-Month Agreement

SUBMITTED TO

City of North Bend

SUBMITTED BY

Peach Global Solutions

CONTRACT TERM

Sept 1, 2026 – Aug 31, 2027

ANNUAL INVESTMENT

\$18,000 (\$1,500 / month)

Overview

With the Adventure North Bend website now live, the next step is ensuring it remains accurate, fresh, and performing at its best. Peach Global Solutions is pleased to propose a 12-month Digital Maintenance & Content Retainer designed to keep the site current, functional, and aligned with North Bend's ongoing economic development goals.

This retainer provides the City of North Bend with a dedicated, responsive partner for routine content updates, visual refreshes, and light structural enhancements without the friction of submitting individual project requests or awaiting new proposals each time a change is needed.

What's Included Each Month

Core Content & Design Updates

The following tasks are included in the standard monthly scope. Requests can be submitted at any time and will be fulfilled within 3–5 business days:

- Copywriting updates - editing, adding, or removing text across any page
- Image and graphic swaps - replacing photos, graphics, or icons
- Button updates - changing labels, link destinations, or styling
- Link and redirect fixes - correcting broken links or updating internal/external destinations
- Form updates - modifying fields, confirmation messages, or submission settings
- Event calendar maintenance - adding, editing, or removing events
- Business directory updates - adding or editing business listings
- Navigation adjustments - updating menu labels or link destinations
- SEO metadata updates - updating page titles, descriptions, or image alt text

Monthly Structural Enhancements

In addition to routine updates, each month includes up to two (2) structural changes, such as:

- Creating a new page (with copy and imagery provided by the client)

- Adding a new content section to an existing page
- Rearranging or restructuring page layouts or content blocks
- Installing or configuring a new feature (map embed, video section, sign-up form, etc.)

Monthly Performance Check

Each month, Peach Global Solutions will conduct a brief site health review and deliver a short written summary including:

- Website traffic overview - sessions, unique visitors, and top pages
- Recommended proactive improvements for the following month

Scope & Fair Use Guidelines

This retainer is designed for ongoing maintenance and incremental growth - not large-scale redesigns or major new feature builds. The table below clarifies what is and is not included:

In Scope	Out of Scope (Quoted Separately)
Text edits across existing pages	Full page redesigns or new site sections
Photo and graphic replacements	Custom illustration or photography production
Minor layout adjustments	New interactive tools (maps, calculators, etc.)
New pages with client-provided content	E-commerce or booking system builds
Link, button, and redirect updates	Third-party integrations requiring dev work
SEO metadata maintenance	Major SEO audits or ad campaign management
Event and directory updates	Brand identity changes or new print collateral

Requests that fall outside the monthly scope will be quoted separately and presented for approval before any work begins.

Investment

Service	Monthly	Annual
Core Content & Design Updates	Included	Included
Structural Enhancements (up to 2/month)	Included	Included
Monthly Performance Summary	Included	Included
Total Retainer Investment	\$1,500	\$18,000

Billed monthly in advance. Annual prepay option available upon request.

Terms & Conditions

- 1. Term.** This agreement covers a 12-month period beginning September 1, 2026 and ending August 31, 2027. Either party may terminate with 30 days written notice. Work completed prior to termination is non-refundable.
- 2. Renewal.** To renew this agreement for an additional 12-month term at the same rate (\$1,500/month, \$18,000 annually), the City of North Bend must provide written notice of renewal to Peach Global Solutions no later than July 1, 2027. If notice is not received by this date, the current rate is no longer guaranteed and continuation of services will be subject to a new proposal and rate confirmation.
- 3. Unused Work.** Unused monthly tasks do not roll over to subsequent months. The retainer covers ongoing access to the Peach Global Solutions team, not a banked inventory of deliverable hours.
- 4. Turnaround Time.** Standard update requests will be fulfilled within 3–5 business days. Urgent or same-day requests may be accommodated at Peach Global Solutions' discretion or quoted separately.
- 5. Client Responsibilities.** The City of North Bend agrees to designate a primary point of contact for submitting requests, reviewing work, and providing timely approvals. Delayed feedback may affect delivery timelines.
- 6. Intellectual Property.** All content created or modified under this retainer remains the intellectual property of the City of North Bend upon receipt of payment.

Why a Retainer?

A website is only as effective as it is current. The Adventure North Bend site was built to serve as a dynamic, living resource for visitors, residents, and businesses - and that requires consistent, intentional upkeep. A retainer structure offers:

- Predictable monthly budgeting with no surprise invoices for routine work
- Faster turnaround than one-off project requests
- A dedicated partner who knows your site, brand, and goals deeply
- Confidence that your digital presence is always accurate, professional, and performing

Next Steps

We are excited to continue our partnership with the City of North Bend. To proceed, please review this proposal and return a signed copy. Upon execution, we will confirm your start date and establish your preferred communication channel for submitting monthly requests.

Kasandra Casillas | Founder, Peach Global Solutions

kasi@peachglobalsolutions.com | 512-653-4912 | peachglobalsolutions.com

Acceptance

By signing below, the City of North Bend agrees to the terms of this 12-month Digital Maintenance & Content Retainer, including the renewal terms described above.

Client Signature: _____ Date: _____

Name / Title: _____



DATE: August 10, 2026

TO: CED Committee; City Council

FROM: James Henderson, Community and Economic Development Director

SUBJECT: Community and Economic Development Activity for July 2026

Activity Update:

- Interactive Development [Map](#): The map was updated in June 2026, and next update will be included in the October Activity report.

Economic Development Update:

1. **Economic Development Commission:** The commission hosted “What’s Brewing in North Bend” on July 12. The July commission meeting was cancelled and the next commission meeting is scheduled for August 27th.
2. **Projects:**
 - **Cascade Gateway (Project 34):** The City of North Bend, working with Pettigrew Consulting, secured \$200,000 for WSDOT to conduct a feasibility study to establish a truck travel center on a 100-acre property outside the urban growth area at exit 34. The first feasibility study meeting has been scheduled for August 19. An in-person meeting to include a site visit to the proposed property has been tentatively scheduled for September 16 or 17.
 - **Project Belay:** A public-private partnership with the Mountaineers, Seattle Mountain Rescue, and Vertical World to bring a world-class climbing gym and community center to North Bend. The partners continue to meet with potential retailers who could complement and support the climbing gym and community center. A survey to ascertain community support for the project was conducted between July 18 to 25, 2026. Overall, 97% of surveyors showed strong support for a potential climbing gym and community center. A legislative strategy session with Pettigrew Consulting was held on July 31 to identify potential state funding for the project.
 - **Creative Economy:** North Bend and Snoqualmie city staff are partnering to develop a creative economy action plan to highlight and support the creative sector in both cities economies. The first meeting to kick off the project will take place on August 27 and the study will conclude in November. The plan is supported by a Port of Seattle Economic Partnership grant.
 - **Adventure North Bend:** The Adventure North Bend website is an economic development and tourism website that provides information about why to locate your business to North Bend, recreation opportunities, and how to plan your visit. Here is the [link](#). A contract amendment for website updates to include Project Belay, Cascade Gateway, and available light manufacturing sites will be presented to the Community & Economic Development Committee on August 18.
3. **Business Attraction**
 - **Lead Generation:** Staff responded to three requests for proposals in July. Two proposals were for companies in aerospace propulsion manufacturing and one proposal was a manufacturer of refrigeration devices for quantum computers. Staff working with Melinda Goforth consulting have

developed 14 leads in aerospace and outdoor adventure gear manufacturing. An Adventure North Bend LinkedIn campaign to market North Bend to potential businesses will begin in September.

4. Other:

- Washington State Economic Development Strategy: The 2025-2026 State Legislature funded a state-wide economic development strategy. North Bend Economic Development staff took part in the regional and rural study groups in July to help develop the strategy. The strategies will inform future policies for Governor Ferguson's [Economic Development Council](#).
- Grant Submittal: On July 31, 2026, city staff applied for a grant from Commerce related to permit review processing improvements. If awarded, the city would utilize consultants to identify barriers to housing in our current code which can inform the work plan. This grant would help improve the developability of residential projects through consolidating and relaxing development standards, diversifying allowed uses, adding more opportunities for flexibility, and adjusting adopted permitting processes to accommodate a higher threshold for administrative approvals.

Planning Update:

1. Public Outreach: Planning staff hosted a booth at the Block Party on July 18. The booth included kids' activities, displays about planned park, trail, and road improvement projects, and offered opportunities for public questions and answers with staff regarding city planning and development topics.
2. Parks Commission: The Parks Commission did not meet in July.
3. Planning Commission: The Planning Commission held a public hearing on July 1 on draft Unit Lot Subdivision and Lot Splitting regulations, and following the hearing provided a recommendation of approval on the draft regulations. The regulations implement state requirements to add to these new options for dividing land for residential purposes.
4. Parking Code Amendments: Staff drafted minimal amendments to parking regulations to ensure compliance with recent legislation. These will be brought forward for Planning Commission review and Hearing August 5th.
5. Bicycle Mobility Plan: Work on the Bike North Bend plan has been postponed addressing more high-priority tasks and issues.
6. Sign Code Amendments: Work on the sign regulations has been postponed addressing more high-priority issues including state mandated code amendments with specific deadlines for adoption and are expected to resume in the fall.
7. Battery Energy Storage System (BESS) Moratorium: On May 19th, following a public hearing, the City Council approved a twelve-month moratorium on Battery Energy Storage System Facilities, enabling time for staff and the Planning Commission to research the pros and cons of such facilities, determine whether they are appropriate within the City of North Bend, and if so, to develop regulations addressing such facilities. Staff will convene a subcommittee with relevant community representatives to identify topics and develop the work plan in late 2026 for developing regulations in 2027.
8. Meadowbrook Farm:
 - Prairie Loop Trail Design Project: City staff with project consultants, the Army Corps of Engineers, and Snoqualmie Tribe staff met on July 7 to commence a Section 106 consultation review under the National Historic Preservation Act for the project, which will continue over the next few months, required prior to completing the design project. The Section 106 consultation identifies potential archaeological and cultural impacts of the project on Tribal resources and will be done within the context of remaining grant funds and timeframe (before the end of November).

- Interlocal Agreement Update: Snoqualmie Tribe wishes to engage conversations with North Bend and Snoqualmie on expanding the Interlocal Agreement governing Meadowbrook Farm to include the Tribe as a governing party together with the cities. Conversations are expected to commence with staff from the three agencies following the Prairie Loop Trail Design Section 106 consultation process has concluded.

9. Noteworthy pre-applications and development project milestones in July:

- South Fork Ave. Annexation: Council approved a resolution authorizing the Notice of Intent to Commence Annexation Proceedings at the May 19 Council meeting and a contract with consultant Otak to process that annexation. Otak staff are currently preparing an annexation information sheet which will be distributed to residents within the potential annexation area and processing the annexation materials and research. Once the annexation proponent has obtained the required number of petition signatures, the annexation will come to Council for action.
- Pre-Applications:
 - John Day Homes met with staff to discuss two options for short plats along Maloney Grove Avenue SE. Depending on the parcels acquired, these could be 4-lot or 9-lot.
 - Two residents met separately with city staff to discuss DADU projects.
 - Johnson Dental met with staff to discuss changing the use of an existing structure from retail to dentist office.
- City Projects:
 - SR-202 Shared Use Trail and Utility Bridge: The Department of Ecology issued an approval with conditions for the project on June 11, 2026. Construction is anticipated to begin the week of July 6th. CED is releasing an early Clear and Grade Permit while the Public Works Department addresses final comments on the Clear and Grade Permit.
 - Starfish Roundabout at 8th Street and W. North Bend Way: The land use decision for the project was issued July 28, 2026. Two comments were received during the SEPA period from the Snoqualmie Tribe.
 - South Fork Extension: Staff held a site walk with Department of Ecology staff on July 27th, 2026, to guide DOE on the project's design and layout. CED anticipates the need to process both a Shoreline Variance and Shoreline CUP, which require a decision by the Hearing Examiner and a final review/decision from DOE. No application has been submitted to the city for processing.
- Development Review:
 - Wyndham Hotel: Applicant resubmitted updated landscape plans, arborist plans, and binding site plans on July 24, which were distributed to staff and consultants for review. Staff are awaiting resubmittal of an accompanying updated critical areas report to complete reviews. Staff are awaiting submittal of required bonding before the City can issue the clearing and grading permit for the project and hope to be able to schedule a groundbreaking project in mid-August together with the applicant.
 - Food Bank: Staff are working with the food bank for final items necessary prior to issuing the Clear and Grade permit and scheduling a pre-con meeting.
 - Mountainview Townhomes: Waiting on applicant resubmittal for 2nd round review.
 - Mt Si Industrial: Building A was approved, B and C are in review, and Round 6 Engineering comments were sent to applicant. Full Engineering approval and building permits are expected soon.

- Middle Fork Binding Site Plan: 3rd round re-submittal received; review is complete and sent back to the applicant.
- Maloney Grove Estates: John Day Homes applied for 4 lots to be completed at Maloney Grove Estates; these are nearly ready for approval.
- Heida SFR: A new home permit was issued in Silver Creek and will replace the current residence at 225 NE 6th Street.
- Royce Short Plat: Development of 3 new single-family homes are close to issuance for John Day Homes.

10. Training/Workshops:

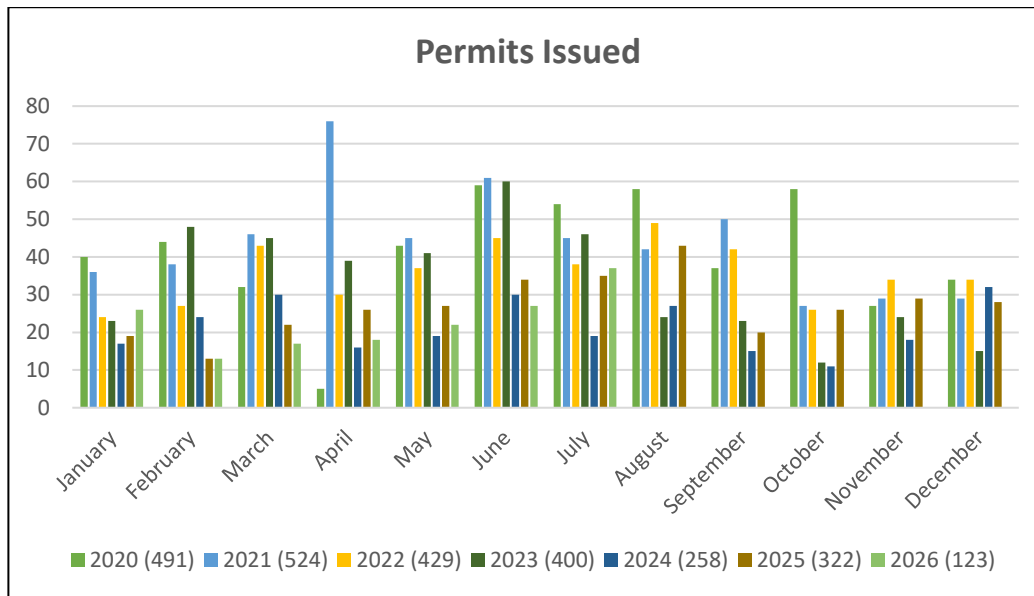
- Ongoing Civic Plus training for council, committee, and commission agendas.
- Ongoing training sessions for CloudPermit for implementation of the new permitting system and are currently developing Planning-related permitting submittal and review modules within the platform.

Building Permit Activity:

1. CloudPermit transition continues. Building configuration is complete while Planning is nearing the final stages of configuration. Public Works has started their configuration with training scheduled for mid-September. We are on track for an early October implementation. During the first 60 days we will have dual entry in PermitTrax and CloudPermit to ensure a smooth transition for staff, including Finance.
2. The Single-Family Home Subdivision Development market has shown no significant increase; aside from the pending Ichijo 40-unit subdivision (which has preliminary plat approval but not yet final plat authorizing home construction).
 - The Harrison Court Development (Tree Farm), all 58 single-family home permits have been issued. Forty-seven homes to date have final occupancy permits. The development is 81% complete.

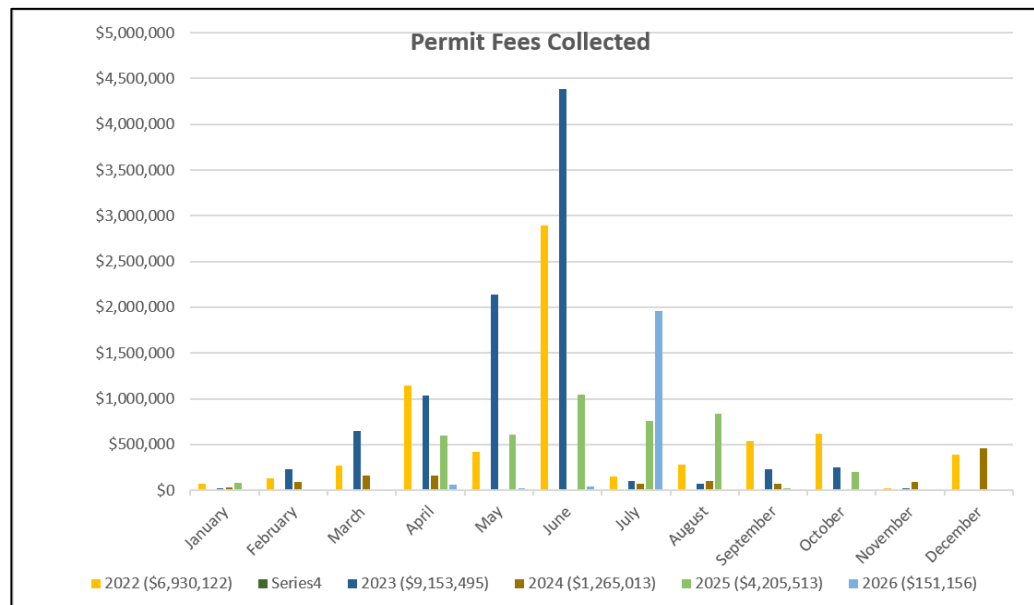
Total Permits	Single Family Home Permits Finaled	Multi Family Permits Finaled
• Issued:37 Building – 2 Fire • Valuation of Improvement: \$13,499,014.62 • Fees Collected: \$1,962,962.29	• Harrison Court #50 • Harrison Court #20 • Harrison Court #52 • Harrison Court #11 • Harrison Court #24 • Harrison Court #51 • Edwards New SFR	• None

Annual Permit Information:



Total Permits Issued for 2026: 160

- January: 26
- February: 13
- March: 17
- April: 18
- May: 22
- June: 27
- July: 37



Total Fees Collected for 2026: \$2,114,118

- January: \$11,284
- February: \$8,581
- March: \$13,098
- April: \$64,323
- May: \$16,920
- June: \$36,948
- July: \$1,962,962*

**Includes Mt. Si Industrial Park permit fees of \$1.75M.*

Residential & Commercial Development

Housing Stock Tally Sheet - Single & Multi-Family				
Plat Name	Builder	Total Units	Still Available	% Complete
Harrison Court / Tree Farm (Single Family)	DR Horton	58	19	67%
Mori Estates (Single Family)	Ichijo	40	40	0%
Mountain View Townhomes (Multi-Family)	Pulte Homes	56	56	0%
Malony Grove Estates	John Day Homes	4	4	0%
Total		158	119	25%

Commercial Development Stock Tally Sheet			
Site Name	Builder	Total SF	Final Occupancy
140th St Warehouse Self Storage	Seacon	112,312	TBD
Alpental Logistics	Vector Development	115,575	12/12/2024
Rainier Asphalt	Seacon	9894	5/29/2025
Mt SI Industrial	Panitonni	111,767	TBD
		120,944	TBD
		109,319	TBD
Total		579,811	

Business License Activity:

New Business Licenses	Home Occupation Licenses
North Bend Landscape Supply Hair Ink Edgewick European Bakery & Cafe Scary Tate	Designed Security Solutions Signal Sensing Labs Sani Arete, LLC BTWW Marine, LLC Travis Terry Construction, LLC Yamashita Veterinarian Services PLLC Matthew Anderson Captus.AI Fitted Tech LLC

Upcoming North Bend Community Events (May/June 2026):

- **August 30:** [Iron Horse Marathon](#)
- **Oct. 3:** [North Bend Blues Walk](#)