



Planning & Community
Development Department
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Office Hours

Monday - Friday
8:00am - 5:00pm
Plan Submittal
Accepted till 4:30pm

Planning & Community
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Municipal Code

Available online:
www.codepublishing.com/WA/LakeStevens/

PLANNING AND COMMUNITY DEVELOPMENT DEPARTMENT

Essential Public Facility



An Essential Public Facility is a facility owned or operated by a unit of local or state government, by a public utility or transportation company, or by any other entity providing a public service. An essential facility is a necessary component of a system or network which provides a public service or good.

Examples of such facilities includes airport, state education, state or regional transportation; jails, hospitals, stormwater, solid waste transfer station, water transmission lines, in-patient facilities including substance abuse, mental health and group homes.

Essential public facilities can be difficult to site, and their locations in a community may be locally unpopular. Local and state governments are charged by GMA with the task of ensuring that such facilities are sited in a timely and efficient manner.

Essential public facilities sponsors are strongly encouraged to consult with the City Planning and Public Works Director before beginning the permit process. The Planning Director will advise the sponsor about the optional consultation process for siting through Snohomish County Tomorrow (SCT).

The GMA requires local governments to develop a process for identifying and siting “essential public facilities” and to incorporate that process into their local comprehensive plans. The City of Lake Stevens has adopted a process for siting essential public facilities (see Appendix C of the Comprehensive Plan).

COMMON SITE REVIEW PROCESS

Either the sponsor of an essential public facility within Snohomish County which is eligible for review under the Common Site Review Process or the proposed host community, may elect to follow the process described herein. Alternatively, sponsors of such facilities having a preferred site location already identified may choose to seek siting approval under the local process provided by the host community (the jurisdiction having land use authority over that site), if that approach is acceptable to the host community.

The Common Site Review Process will involve the steps described below:

- Determination of Eligibility;
- Site Search Consultation;
- Local Land Use Review;
- Advisory Review Process;
- Permit Application.

SITE EVALUATION CRITERIA

The following criteria will be utilized by all county and city review authorities in evaluating siting proposals made by sponsoring agencies seeking to site an essential public facility (EPF) in Snohomish County:

- Documentation of Need;
- Consistency with Sponsor’s Plans;
- Consistency with other Plans;
- Relationship of Service Area Population;
- Minimum Site Requirements;
- Alternative Site Selection;
- Concentration of Essential Public Facilities;
- Public Participation;
- Consistency with Local Land Use Regulations;
- Compatibility with Surrounding Land Uses;
- Proposed Impact Mitigation.

This brochure is for informational purposes only and is not intended to replace adopted rules and policies of the City of Lake Stevens. Please consult Title 14 of the Lake Stevens Municipal Code or the Department of Planning and Community Development for actual regulations and requirements.