

City of Buckley

Citizens Advisory Commission

Monday, Feb 24, 2025 5:30PM
Buckley Multi-Purpose Center



Join Zoom Meeting:

<https://us02web.zoom.us/j/83857638413?pwd=exv3Mh1OppL1TbcjE5j4aFlj4yFAQI.1>

Meeting ID: 838 5763 8413

Passcode: 032293

Agenda:

Call to order

Roll Call

Approval of Agenda

Approval of Minutes

Jan 2025

Staff Update:

Personal Update

Old Business:

Skate Park and Dog Park Rules with Sign Design Draft

Parks Enhancement Policy Implementation

New Business:

Public Art Policy Implementation

Healthy Parks Initiatives

Commissioner Comments:

Adjournment

Upcoming Meetings:

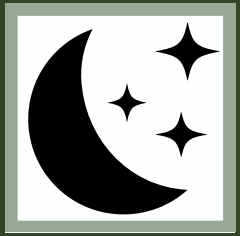
February 25th Joint- Council meeting 6:00pm

March 17th 5:30pm

Buckley Skate Park

At Heritage Park

Rules & Regulations:



PARK HOURS:
OPEN 6AM - 10PM
BMC: 10.84.285



WEAR A HELMAT
Protective equipment
recommended



NO ALCOHOL OR
GLASS BOTTLES
BMC: 10.84.110



NO MOTORIZED OR
ELECTRIC SCOOTERS
OR BIKES



NO SMOKING OR
VAPING
BMC: 10.84.113



NO DISORDERLY OR
DSTRUCTIVE CONDUCT
BMC: 10.48.050



NO LITTERING
BMC: 10.84.180



NO CAMPING
BMC: 10.85



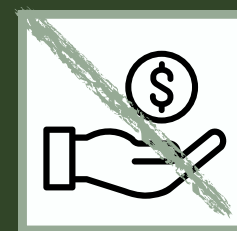
NO ANIMALS ALLOWED
ON SKATE PARK



NO STROLLERS &
SPECTATORS IN SKATING
AREA



NO BIKES ALLOWED
Park is designed for scooters
and skateboards



NO SOLICITING & SELLING
BMC: 10.84.140 & 10.84.150



NO FIREWORKS & FIRES
BMC: 10.84.100 & 10.84.170



NO KNIVES OR WEAPONS
ALLOWED

Skate at your own risk

Emergencies: Call 911

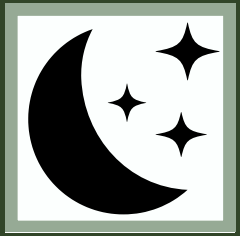
Report Maintenance Concerns: 360-829-1921



Buckley Off-Leash Area

At Heritage Park

Rules & Regulations:



PARK HOURS:
OPEN 6AM - 10PM
BMC: 10.84.285



CLEAN UP AFTER DOG
BMC: 10.84.090



**LEASH DOGS WHEN
ENTERING & EXITING**



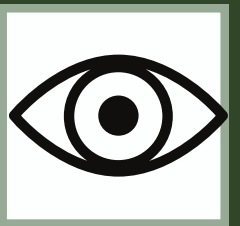
NO LITTERING
BMC: 10.84.180



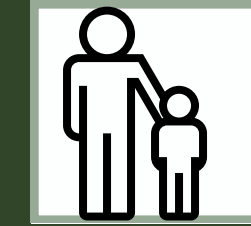
PARK IS FOR DOGS ONLY
Horses and other animals prohibited in
off-leash area



NO AGGRESSIVE DOGS



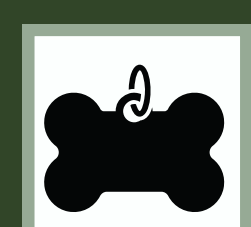
SUPERVISION REQUIRED
Maximum of 3 dogs per person



**SUPERVISE YOUTH
12 AND UNDER**



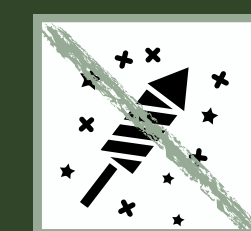
NO SICK OR IN HEAT DOGS
Current vaccinations are recommended



LICENSING REQUIRED
BMC: 9.10.050



**NO ALCOHOL OR
GLASS BOTTLES**
BMC: 10.84.110



NO FIREWORKS & FIRES
BMC: 10.84.100 & 10.84.170



**NO SOLICITING AND
SELLING**
BMC: 10.84.140 & 10.84.150



NO CAMPING
BMC: 10.85

Use at Your Own Risk

Owners are responsible for their dog's behavior and any injuries or damages caused.

Emergencies: Call 911

Report Maintenance Concerns: 360-829-1921





PARK ENHANCEMENT

Introduction & Overview

Introduction:

The City of Buckley welcomes donations and enhancement proposals that improve our parks, programs, and facilities. This application serves as the first step in the process for individuals, organizations, and businesses to propose an enhancement project. Enhancements include, but are not limited to, benches, plantings, public art, structures, and monetary donations.

Enhancement Process Overview:

1. **Complete Application:** Complete and submit this Enhancement Request Form.
2. **Initial Review:** For all projects (excluding benches and donations solicited by the City), staff will review the proposal for feasibility, environmental impact, and alignment with City objectives.
3. **Staff Review & Next Steps:** Staff will contact the applicant to outline next steps, which may include:
 - a. Presentation to the Citizens Advisory Commission for review and recommendation.
 - b. Drafting of a Maintenance Agreement, Sponsorship Agreement, or Memorandum of Understanding (if required).
 - As stated in the Enhancements Program Policy, the City is not responsible for any costs related to privately initiated park enhancements.
 - The applicant is responsible for all costs associated with drafting required agreements, including legal or administrative fees.
 - c. **Presentation to the City Council** (if required). If the enhancement is not compliant with the adopted PROS Plan or requires a separate agreement, City Council approval is necessary.
4. **Final Approval & Agreement:** Upon approval, the applicant will receive a project timeline and any required agreements.
5. **Implementation & Completion:** Enhancements are installed and maintained per City policies.
 - The applicant is responsible for all installation, maintenance, and associated fees unless otherwise agreed upon.
 - The City reserves the right to remove or modify enhancements that become unserviceable or are not maintained as agreed.

For details on the policies governing enhancements, including guidelines and requirements, please refer to the City of Buckley Parks & Recreation Enhancements Policy.



PARK ENHANCEMENT

Permit Application

Date Submitted: _____

Applicant Information:

Name: _____ Organization (if applicable): _____

Phone Number: _____ Email: _____

Additional Project Contact (if applicable): _____

Organization (if applicable): _____

Phone Number: _____ Email: _____

Type of Enhancement (select one):

☐ Bench (Commemorative? ☐ Yes ☐ No)

If commemorative, describe how it relates to the local community: _____

Once installed, the bench will be maintained by the City of Buckley for 10 years. Beyond 10 years, the bench will be maintained until unserviceable.

A replacement opportunity at the end of 10 year, or when unserviceable, will be first offered to the existing donor on record. If the existing donor chooses not to extend the donation, the City will attempt to mail the plaque to the original donor.

☐ Arboreal (Type of plant: _____)

Number of plants: _____

Reason for donation: _____

☐ Permanent Structure/Project (Non-bench)

Description of proposed item(s): _____

Materials proposed (if applicable): _____

Installation (include labor hours and qualified personnel): _____

Please include any images or additional information attached to the application

Project Information:

Preferred Location: _____

Plaque, if applicable, text: _____

Does the project require ongoing maintenance? ☐ Yes ☐ No

What City resources or staff assistance will be needed for the project? _____

Any other information you would like to share about this request? _____

Fees:

☐ Bench (estimated \$3,500)- includes purchase of bench, delivery costs, sales tax, concrete (if applicable), installation fees, recognition plaque and administrative costs (12% of total costs) to cover maintenance for the life of the donation. The City will invoice for all associated costs.

☐ All other Donations: Per the enhancement policy approved enhancements become the property of the City, but any associated costs (labor, materials, or maintenance) must be addressed by the applicant through a maintenance agreement, sponsorship agreement, or Memorandum of Understanding (MOU).

Certification:

I certify that the information provided in this application is accurate and complete. I agree to abide by all applicable City of Buckley regulations and understand that any modifications to the approved enhancement require prior authorization from the City.

Signature of Applicant: _____ Date: _____

Signature of Property Owner (if applicable): _____ Date: _____

For Official Use Only:

Application Status: ☐ Approved ☐ Denied

Comments/Conditions of Approval: _____

Location of Installation: _____

City Administrator or Designee: _____ Date: _____

Supplemental Worksheet for all Proposed Permanent Structures/ Projects (excluding benches)

1. Provide a scaled, color illustration and/or plans of the proposed structure/project.
2. Describe the concept, materials, and significance of the structure. _____

3. Is this project or donation part of a program or requirement to fulfill service hours (e.g., school, organization, or community project)? If yes, please provide details about the program or requirement, including any deadlines or specific criteria.

4. How does the proposed project align with the Buckley Parks and Open Space plan?
☐ Beautification ☐ Commemorative of Individual/Family ☐ Community Service
☐ Commemorative of Historical Event/Veterans ☐ Promote Tourism ☐ Other _____
5. Provide a written explanation of the estimated life expectancy for the materials used. _____

6. Will the structure include lighting? ☐ Yes ☐ No, If yes, please describe lighting type and proposed installation: _____

7. Will the structure contain any electrical or mechanical components? ☐ Yes ☐ No
8. Describe how the structure will be maintained and who will be responsible for maintenance. _____

9. Required Permits (if known/ applicable): _____

Required Documents:

- ☐ Complete Application ☐ Complete list of contractors/partners if applicable ☐ Proposed Maintenance plan
☐ Scaled color illustration of structure/project ☐ Applicable fees (per City Fee Schedule)



PUBLIC ART AND MURALS

Permit Application

Applicant Information:

Name: _____ Organization (if applicable): _____

Address: _____

Phone Number: _____ Email: _____

Property Owner Information (if different from applicant):

Name: _____ Organization (if applicable): _____

Address: _____

Phone Number: _____ Email: _____

Project Information:

Project Title: _____

Type of Artwork (Check one):

☐ Mural ☐ Sculpture ☐ Other (describe): _____

Proposed Location: _____

Dimensions of Artwork (Height, Width, Depth): _____

Estimated Start Date: _____ Estimated Completion Date: _____

Project Description:

1. Provide a scaled, color illustration of the proposed artwork.

2. Artists Name _____

3. Artists Phone Number _____ Artists Email: _____

Other work or website (if applicable) _____

3. Describe the concept, materials, and significance of the artwork. _____

4. Please describe how the artwork meets at least one of the following objectives (check all that apply):

- ☐ Defines City boundaries or entryways
- ☐ Creates a sense of community, identity, and character
- ☐ Reflects history, heritage, or culture
- ☐ Provides interactive opportunities for the public
- ☐ Enhances economic development
- ☐ Promotes civic engagement
- ☐ Evokes a sense of fun

5. Describe how the artwork aligns with one or more of the following themes (check all that apply):

- ☐ Natural beauty of Buckley
- ☐ Local history (e.g., indigenous heritage, logging, railroads)
- ☐ Interactive elements engaging the public
- ☐ Promotes belonging and community pride

Technical and Compliance Information:

1. Describe the wall surface/cladding and suitability for the artwork (for murals). _____

2. Provide a written explanation of the estimated life expectancy for the materials used. _____

3. Will the artwork include lighting? ☐ Yes ☐ No, If yes, please describe lighting type and proposed installation: _____

4. Will the artwork contain any commercial logos, slogans, or advertising messages? ☐ Yes ☐ No (please review the policy, if yes, the project may not be approved.)

5. Does the artwork contain any electrical or mechanical components? ☐ Yes ☐ No

6. Describe how the artwork will be maintained and who will be responsible for maintenance. _____

7. If on private property, provide a signed statement from the property owner granting permission for the artwork installation.

Required Documents:

- ☐ Complete Application
- ☐ Scaled color illustration of artwork
- ☐ Written concept explanation
- ☐ Artist portfolio (for murals)
- ☐ Maintenance plan
- ☐ Applicable fees (per City Fee Schedule)
- ☐ Property owner consent (if applicable)

Certification:

I certify that the information provided in this application is accurate and complete. I agree to abide by all applicable City of Buckley regulations and understand that any modifications to the approved artwork require prior authorization from the City.

Signature of Applicant: _____ Date: _____

Signature of Property Owner (if applicable): _____ Date: _____

For Official Use Only:

Date Received: _____

Application Status: ☐ Approved ☐ Denied

Comments/Conditions of Approval: _____

City Administrator or Designee: _____ Date: _____

Public Art Proposal Review Checklist

1. Eligibility & Completeness

- ☐ Proposal aligns with the established public art policy.
- ☐ Application is fully completed with all required materials (artist statement, design renderings, budget, timeline, etc.).
- ☐ Proposed location is feasible and appropriate.

2. Artistic & Community Impact

- ☐ Artwork aligns with community values and cultural priorities.
- ☐ Design is original, high-quality, and appropriate for the setting.
- ☐ Artwork encourages engagement and enhances public space.

3. Feasibility & Sustainability

- ☐ Budget is realistic and includes all necessary costs (materials, installation, maintenance).
- ☐ Artist has a clear plan for installation and long-term durability.
- ☐ Maintenance requirements are reasonable and accounted for.

4. Funding & Partnerships

- ☐ Proposal aligns with available funding sources.
- ☐ Potential partnerships or sponsorships are identified if applicable.

5. Compliance & Approval Process

- ☐ Proposal adheres to city regulations, zoning laws, and safety considerations.
- ☐ Any necessary permits or approvals are outlined.
- ☐ Public feedback or stakeholder input is considered if required.

Public Art Policy – (*City owned properties*)

The purpose of this policy is to provide a process for selecting and installing public artwork that defines City boundaries and entryways; creates a sense of community identity and character; reflects the City's history, heritage, values, and culture; makes the community more livable and enjoyable; and, celebrates the value, benefit, and contribution of art to our society.

The City will periodically acquire pieces of art to enrich our community, promote art appreciation, and enhance the aesthetics of our City. The Council retains final authority on the selection and placement of all art to be located in public rights-of-way and city-owned properties within Buckley. It is the intent of this policy that all art placed in the public rights-of-way, or placed on City-owned property be tasteful, non-controversial, and non-offensive.

1. Selections of public art should accomplish one or more of the following objectives:
 - a. Define City boundaries or entryways into the community
 - b. Create a sense of community, identity, and character
 - c. Reflect the City's history, heritage, community values and culture
 - d. Provide interactive opportunities for the general public
 - e. Provide a pleasing living, working, and playing environment
 - f. Enhance economic development and attract visitors
 - g. Be sustainable through maintenance and operation costs
 - h. Create opportunities for civic engagement
 - i. Evoke a sense of fun.
2. Themes for public art should reflect one or more of the following ideas:
 - a. The natural beauty of the City, as reflected in our surroundings to nature.
 - b. The history of our community as reflected through indigenous heritage, logging industry, railroad, or other topics of local importance.
 - c. Contain Interactive elements to engage the public.
 - d. Promote belonging and community pride.
3. Public art should be placed at the following locations to compliment or enhance the surroundings:
 - a. Medians on arterial streets identifying entrances into the City
 - b. Activity hubs such as business districts, commerce centers, and residential areas
 - c. Roundabouts or traffic devices to compliment or enhance the natural landscaping of trees, shrubbery and bushes
 - d. City-owned civic buildings and grounds.
 - e. Parks, trails, and publicly owned spaces

- f. Utility structures maintained by the City to include, but not limited to, utility boxes, poles, sidewalks, and maintenance hole covers

Procedure:

1. City staff maintain a catalogue existing art pieces, which identify the artist, the location of the art piece and the purchase cost. The catalogue includes a map representing the locations of existing pieces.
2. City staff maintain a map representing the locations of existing art pieces.
3. City staff develop a list identifying locations to place art pieces over a six-year period and provide revisions to the list as pieces of art are completed.
4. The City solicits for art pieces pursuant to City purchasing policies. The Community Relations Committee performs the initial review on solicitations and recommend art pieces for approval by the Council.
5. The Council review and approve the final purchase and placement of the art installation.

MURALS on Public, Commercial, Mixed use, Multifamily Property

Section 1 Purpose:

This chapter enacts a process and procedure for the installation of murals on private and public property. Mural regulations shall promote public safety and welfare by ensuring that the following objectives are achieved:

- A. The design, construction, installation, repair, and maintenance of such displays will not interfere with traffic safety or otherwise endanger public safety;
- B. The regulations will provide reasonable protection to the visual environment by controlling the size, height, spacing, and locations of such displays;
- C. The regulations will not permit commercial advertising in order to prevent the proliferation of signage; and
- D. The public will enjoy the aesthetic benefits of displays in numbers and sizes that are reasonably and appropriately regulated.

Section 2 Permit required:

It is unlawful for any person, firm, or corporation to erect, construct, maintain, move, alter, change, place, suspend, or attach any mural within the City without first obtaining a permit, except that those in utility, public service and residential zoning.

Section 3 Procedure:

A. An application for a mural permit shall be submitted to the land use administrator to be reviewed for compliance with this chapter. The application shall include:

1. Applicable fees set forth in the adopted City fee schedule;
2. Signature by the owner of the property upon which the mural will be located.

B. Applications for a mural permit shall contain such information as the land use administrator shall reasonably require, including but not limited to:

1. Scaled, color illustration of the proposed mural with a description of the materials and their locations designated on the mural drawing;
2. Photographs of the proposed location of the mural;
3. Photographs of the streetscape representing the proposed mural superimposed to scale to show the relationship to the immediate streetscape;
4. Written explanation of imagery concept(s), including but not limited to:
 - a. Description of how the artwork enhances the aesthetic experience within the City through scale, color, material, and texture;
 - b. Description of how the mural portrays historical, environmental, geographical or cultural features of the City of Buckley or the proposed site, as well as the mural's relationship to the existing architecture, natural geography and cultural landscape of the site;
5. Written explanation of the wall surface and cladding, its suitability to receive the proposed materials, and the potential impact to historic materials, where relevant;
6. Written explanation of the estimated life expectancy for the materials used; and
7. Artist's portfolio of mural work, including but not limited to examples of prior projects comparable to the proposed mural design.

C. All applications for murals to be located within the historic preservation overlay district shall be submitted by the land use administrator to the public art review committee to review for consistency with their policies and goals and the criteria.

D. The land use administrator shall prepare and forward to the City council a staff report summarizing the relevant facts pertaining to the application, property, structure, streetscape or neighborhood; outlining the applicable code; setting forth comments from adjacent property owners; and containing a recommendation for action by the council. City council shall then make a final determination as to whether to approve, modify or deny the application.

G. An appeal of the council's decision on the application for a mural permit(s) shall be under the State Land Use Petition Act (LUPA).

Section 4 Approval criteria.

Murals shall substantially comply with all of the criteria and requirements provided below:

A. No part of a mural shall exceed the height of the structure to which it is tiled, painted or affixed.

B. No part of a mural shall extend more than six inches from the plane of the wall upon which it is tiled, painted or affixed.

C. No part of the mural shall contain logos, slogans or advertising messages of any kind.

D. No signs containing logos, slogans or advertising messages shall be affixed in, on or abutting the mural surface area.

E. No mural shall consist of or contain electrical or mechanical components or changing images, including but not limited to moving structural elements, flashing or sequential lights or other automated methods that result in movement, the appearance of movement or changing of mural image or message.

F. No mural shall be arranged or permanently illuminated in a manner that will produce light intensity of greater than three “foot-candles above ambient lighting.” Lighted murals visible from nearby residences shall have reasonably soft illumination or be shielded in such a way to prevent undue brightness or glare. The light directed on any mural shall be shaded, shielded or directed to reduce glare and adverse effects upon drivers or pedestrians in an unreasonable degree. Illumination shall be turned off and back on not more than once every 24 hours.

G. All mural(s) shall be compatible with the existing architecture and area surrounding the proposed site and shall not obstruct or obscure the significant architectural elements of historic structures and sites.

H. All mural(s) shall have a wall surface suitable to receive the materials proposed. The proposed materials shall not cause unreasonable permanent damage to historic cladding and should be appropriate for long-term use on the wall surface.

I. All mural(s) shall enhance the aesthetic experience within the City through scale, color, material, and texture.

J. All mural(s) shall directly or indirectly portray, through artistic expression, the natural environment, historical, environmental and/or cultural features of the City or proposed site.

Section 5 Installation and construction.

Any mural, as constructed or created, shall not substantially deviate from the design as approved under this chapter.

A. Mural(s) shall be completed within 12 months of approval of the mural permit.

B. Owner(s) of the property on which a mural is permitted shall preserve the integrity of the property by limiting repairs, modification, and renovation without prior authorization by the City or a waiver thereof.

C. Owner(s) of the property on which a mural is permitted previously encumbered with historic preservation covenants shall amend the structure’s existing historic preservation covenant to include the relevant details and installation of the mural. The amended covenant agreement shall provide that the mural will be installed and maintained at all times in full compliance with this chapter and remain in force for a minimum of two years or as long as the mural exists.

Section 6 Maintenance.

Mural(s) shall be in good repair. The ultimate liability and responsibility for all murals rest with the applicant and property owner. Those parties shall be responsible to see that the mural is in compliance with this chapter and has received a valid mural permit. If the City finds that any such mural regulated by this chapter is in disrepair, the mural owners shall be given written notice for correction and/or violation.

A. If the mural owners fail to repair the mural within 60 days after notice, that mural may be removed at the expense of the property owner and the permit for the mural shall be terminated.

B. If the property owner removes the mural they shall restore the structure to a condition consistent with the remainder of the structure.

Healthy Parks Initiatives:

We are seeking directions from the commission on their interest on revisiting Clean Air in parks, or looking at adopting a weapon free zone at the Skate Park and Youth Center.

Clean Air In Parks: Proposed Fall 2024

It is unlawful to open and/or use tobacco products including but not limited to cigarettes, vapor electric cigarettes, cigars, pipes or consume any marijuana, marijuana-infused product, or marijuana concentrates (RCW [69.50.445](#)), or any other smoking device in any public park or on the city's trail system.

Enforcement officers shall make a good faith effort to warn persons observed to be in violation of this section before issuing a violation notice. The director shall post signs in appropriate locations advising patrons of this section. Failure to comply with this section shall constitute a civil infraction or a civil violation, subject to the procedures and penalties contained in Chapter 1.12 BMC, and, notwithstanding penalty provisions set forth in other provisions of this chapter, shall not be construed as a misdemeanor.

New Option:

It is unlawful to open and/or use tobacco products including but not limited to cigarettes, vapor electric cigarettes, cigars, pipes or consume any marijuana, marijuana-infused product, or marijuana concentrates (RCW [69.50.445](#)), or any other smoking device in any public park **or playground.** ~~or on the city's trail system.~~

Enforcement officers shall make a good faith effort to warn persons observed to be in violation of this section before issuing a violation notice. The director shall post signs in appropriate locations advising patrons of this section. Failure to comply with this section shall constitute a civil infraction or a civil violation, subject to the procedures and penalties contained in Chapter 1.12 BMC, and, notwithstanding penalty provisions set forth in other provisions of this chapter, shall not be construed as a misdemeanor.

Increase Safety at the Skate Park & Youth Center:

To provide enforceable rules for the safety of youth who attend the youth center and skate park. Currently this is also the zone where no smoking zone is adopted.

Draft:

It is unlawful for any person to be in possession of guns or weapons at the Buckley Multi-Use Skate Park Facility and/or Buckley Youth Activities Center whether indoors or outdoors.