



BUCKLEY CITY COUNCIL

STUDY SESSION AGENDA

Tuesday, April 1, 2025, 6:00 P.M.

Multi-Purpose Center, 811 Main Street

Or Via Zoom:

<https://us02web.zoom.us/j/82990819660?pwd=WVdKY0U3UlkwS1JybWxtWnh5M3NQdz09>

Call-in Number: 253-215-8782

Meeting ID: 829 9081 9660

Webinar Passcode: 637567

A. CALL TO ORDER

B. DISCUSSION ITEMS

- a. FFA Presentation
- b. Review of BDA Art Application
- c. Park Impact Fees

C. CITY COUNCIL COMMENTS

D. ADJORNMENT



TO: City Council
FROM: Erin Snodgrass, Parks & Recreation Director
DATE: April 1, 2025
SUBJECT: Public Art Application Review

Overview

The Citizens Advisory Commission reviewed the application for the *People on the Plateau Series: Kempinski Drugstore* during its March 17th meeting. The commission evaluated the proposal based on its alignment with the Public Art Policy adopted July 2024 and recommends approval with one minor revision: updating the project signage to replace the word “cleaning” with “dry cleaning” for clarity.

Background

In July 2024, the City of Buckley adopted its Public Art Policy. Since then, the Citizens Advisory Commission has been working to establish a thorough and reasonable process for implementing this policy. The “People on the Plateau Series: Kempinski Drugstore” is the first application to be reviewed under this framework.

Project Summary

The *People on the Plateau Series: Kempinski Drugstore* is a public art project proposed by the Buckley Downtown Association. The installation will feature a historical metal-printed photograph mounted on the east exterior brick wall of 691 Main Street, facing Cedar Street. This will be the first in a planned series of historical photo displays throughout downtown Buckley.

The project aims to celebrate Buckley’s rich history while fostering community pride, a sense of belonging, and cultural appreciation. By linking the city’s past to its present, the series will enhance public spaces and contribute to the vibrancy of the downtown area. The historical photograph selected for this installation, included in the attached application, reflects Buckley’s local heritage and historical businesses.

Next Steps

A copy of the adopted policy and the application are included in the council packet for reference. This item is scheduled for approval by the council at the April 8th meeting.

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.

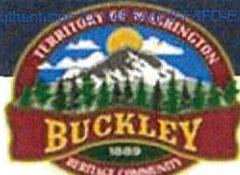
Any mural, as constructed or created, shall not substantially deviate from the design as approved under this chapter.

- 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.



PUBLIC ART AND MURALS

Permit Application

Please complete application using the space provided, attach additional sheets if necessary

Applicant Information:

Name: Amy Boucher Organization (if applicable): Buckley Downtown Association
 Address: P.O. Box 905 Buckley WA 98321
 Phone Number: 253-709-2105 Email: outreach@buckleydowntown.com

Property Owner Information (if different from applicant):

Name: Bradley Kaelin Organization (if applicable):
 Address: 691 Main Street Buckley WA 98321
 Phone Number: 253-334-3793 Email: Bradleykaelin@hotmail.com

Project Information:

Project Title: "People on the Plateau Photo Series: Kempinski Drugstore"

Type of Artwork (Check one):

Mural Sculpture Other (describe): Metal Photo Series

Proposed Location: 691 Main Street Buckley, WA 98321 on east exterior brick wall facing Cedar St.

Dimensions of Artwork (Height, Width, Depth): 1. 7'Wx5'H 1 1/8"D 12. Info/QR code sm. plaque 8x11in x1 1/8" deep

Desired Start Date: Summer 2025 Total number of days to construct/complete: 30 days

Project Description:

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

2. Artists Name Impressive Signs & Graphics

3. Artists Phone Number 253-445-5146 Artists Email: impressivesigns@gmail.com

Other work or website (if applicable) <https://impressivesignsandgraphics.com/>

4. For Photography Estimated Age of Photo: 1947

5. Have you ascertained that you have legal rights to use the proposed image or artwork at the proposed location, to include clear copyright permissions, or that this is unique artwork created for this purpose?

Yes No Name of legal owner (if different than artist): Brad Kaelin

Phone Number: 253-334-3793

6. Please use the space below to briefly describe the concept, materials, and significance of the artwork. (attach additional sheets as necessary)

Concept: Preserve history and culture, promote tourism, improve facade & incorporate art downtown & strengthen community.

Materials: Photo panel is made of 3mm Aluminum Composite with a baked enamel coating. This digital print includes an exterior-grade clear laminate overlay and will last for many years. The panel is attached to a small anchor (1"x 4" in) painted wooden frame, which will be attached with small anchors to the brick, not the mortar.

Significance: Connecting past to the present to share Buckley's rich heritage. See exhibit A.

4. Please use the space below to briefly 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

7. Please use the space below to briefly 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

As mentioned above, these photos will promote belonging and community pride, and will open up opportunities to engage with the public in many different ways that preserve and share our local history during times of growth and development.

Technical and Compliance Information:

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

Brick and mortar

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

This Digital Print includes an exterior grade clear laminate overlay and will last up to 10 years. See Metal Photo Project Maintenance Agreement.

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.

The building owner will be responsible for maintenance. See attached Metal Photo Series Project Agreement with building owner.

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

Required Documents:

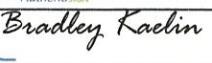
- Complete Application
- Scaled color illustration of artwork
- Written concept explanation
- Artist portfolio (for murals)
- Maintenance plan
- Applicable fees (per City Fee Schedule)
- Property owner consent (if applicable)

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: 03/10/25

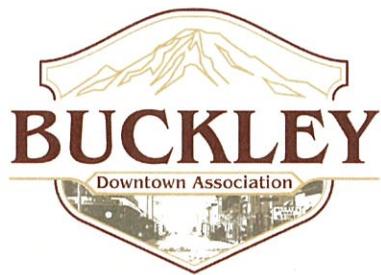
For Official Use Only:

Date Received: _____

Application Status: Approved Denied

Comments/Conditions of Approval: _____

City Administrator or Designee: _____ Date: _____



Metal Photo Series Maintenance Agreement:

This agreement establishes the terms of consent between Buckley Downtown Association and Building Owner at 691 Main Street, Buckley, WA 98321 regarding the installation of a metal photo installation on said building.

Agreement Details:

The building owner of The Vanity, located at 691 Main Street, Buckley, WA 98321 grants permission for a metal photo installation to be installed on the east wall of the building, facing Cedar Street.

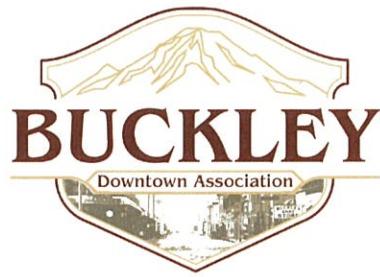
The photo will adhere to the established City of Buckley Public Art application themes, complementing Buckley's identity, character, and reflect its history, heritage and culture.

Responsibilities of Buckley Downtown Association:

- Develop the metal photo series project themes with input from the building owner.
- Select and secure an estimate.
- Payment of selected expenses.
- Oversee the project from start to completion.
- Provide regular updates to the building owner.

Building Owner: The building owner agrees to:

- Collaborate with the Buckley Downtown Association on the photo series design.
- Maintain and preserve the metal photo panel's integrity for a minimum of 10 years.



Suggested Annual Maintenance:

Annual Maintenance

- Inspect the metal photo for any structural damage, such as loose bolts or welds.
- Clean the mural using a mild detergent and water.
- Inspect the mural for any signs of damage, such as cracks, dents, or loose panels.

As Needed Maintenance

- If the metal photo is damaged, repair it immediately to prevent further damage.
- If the metal photo is vandalized, remove the vandalism as soon as possible.
- If the metal photo is exposed to extreme weather conditions, such as high winds or hail, inspect it for damage and repair as needed.

Acknowledgment & Signatures

By signing below, both parties acknowledge and agree to the terms outlined in this agreement.

Building Owner Signature:

Bradley Kaelin

Date: 03/10/25

Buckley Downtown Association:

Ashley Privette

Date: 03/11/25

EXHIBIT A Public Art & Mural Permit:

PROPOSAL: Buckley Downtown Association, Interactive Metal Photo Series Project

TITLE: "People on the Plateau Photo Series: Kempinski Drugstore"

DATE: 3/10/2025

PROJECT COORDINATOR: Amy Boucher, 253-709-2105,

outreach@buckleydowntown.com

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

Significance: The building at 691 Main, has served the Buckley Community since 1892 and continues to serve it today. The Kempinsky Drug Store is historically significant for its direct connection to the growth and development of the city of Buckley. The building housed a drugstore under the family name for 37 Years. Once known as the oldest drug store in Pierce County, the building has been integral to the physical health and social well being of Buckley Pioneers and the surrounding Carbon River Corridor Communities.

Connecting past to the present to share Buckley's rich heritage

Michael Andrew Twardoski, a Polish immigrant, moved to Buckley and married Mary Agnes Gustoski around the time Anderson took over the drug store. Twardoski ran a tailoring business in the space through the side door of the Kempinsky building that McNeely had once leased. It is said through family history by Janice Twardoski that the Twardowski's bought the building in 1939 and lived in the apartment above the drug store with their children Leo, Helen, and Richard (Dick).

Both Diane and Jan Twardoski ran for separate City Council positions in 1999 and actively advocated for the historic Kempinski building and heritage community of Buckley. Also in 1999, as President of the Buckley Chamber of Commerce, Jan Twardoski helped lead volunteers to repaint 22 buildings in two blocks of downtown Buckley. This same painting effort had only been attempted once before in 1958.

At an unknown date, the building was sold to Steve Jones, a building manager, and in June of 2019 it was sold to the current owners Bradley and Kelsey Kaelin (Hahto). The Kaelin's moved Kelsey's salon, The Vanity, from Enumclaw into the main floor of the Kempinsky building. As of March 2024, there are 3.5 suites rented out to small local merchants: a therapist, a masseuse, and an esthetician. Including The Vanity, each are services that provide wellness care for the people in the community.

After the Kaelin's had purchased the Kempinsky building, Bradley was shocked when his mother told him that his great-grandparents had owned the building before. He remembered the great-uncle on his mother's side had run a cleaning business, so he knew they had family ties to the building. He was ten then. Finding out that his mother's grandma had lived just upstairs really blew his mind.

As a kid, Kaelin remembers the trip to and from the Kempinsky building and being inside the cleaning business. He recalls having a “knowing feeling” that his family had some place in the business. His paternal Kaelin side was more prominent in his life than the maternal Twardowski’s, so Bradley didn’t follow them as closely- or more so- because they didn’t have any kids close to his age.

A vivid memory for Bradley was setting up the Buckley Farmer’s Market stand where his Aunty Jan sold delicious pies. The pieces are falling together, and the family has returned to its roots. The Kaelin’s are raising two fifth-generation Buckley kids and they, too, value sharing their resources and skills to support and build a healthy community.

4. Please describe how the artwork meets at least one of the following objectives.

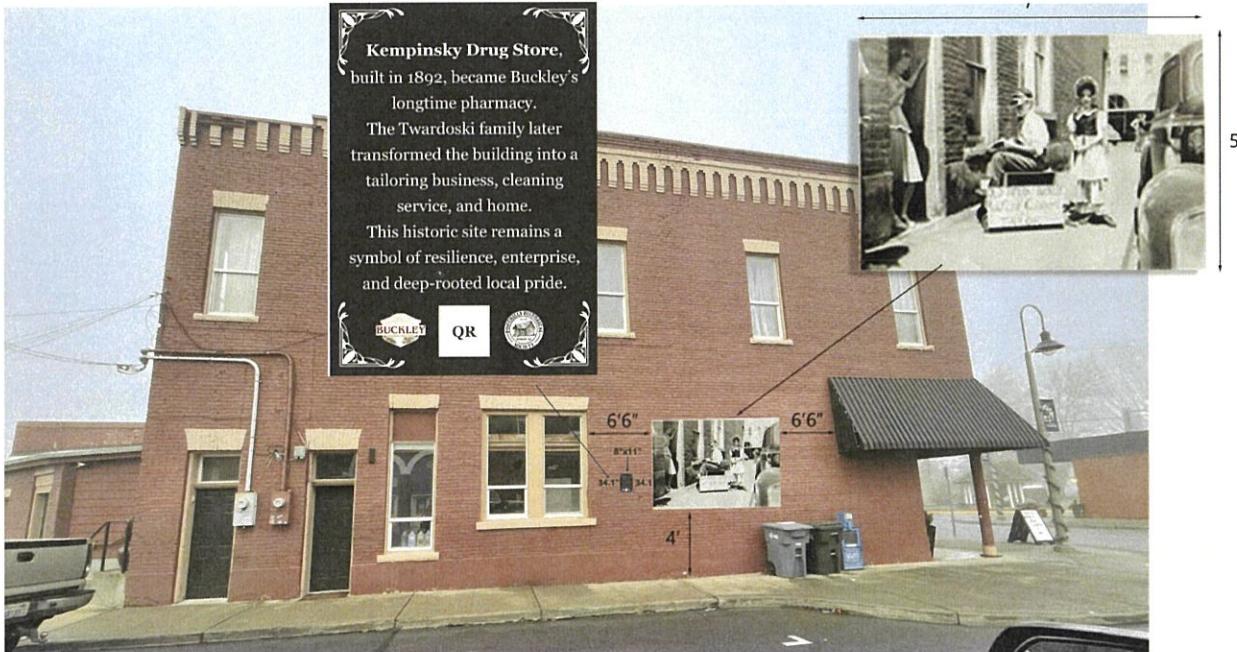
- Creates a sense of community, identity, and character
- Reflects history, heritage, or culture
- Provides interactive opportunities for the public
- Enhances economic development
- Promotes civic engagement
- Evokes a sense of fun

“A truly “public” art provides society with the symbolic representation of collective beliefs as well as a continuing reaffirmation of the collective sense of self.” (Cockcroft and Sanchez)

Our 1st photo provides an interactive opportunity for the public to view the mural and be transported back in time to 1949 during the “Old Timers Buckley Days,” where Michael Andrew Twardoski, a Polish immigrant, ran a tailoring business in the space through the side door of the Kempinsky building that McNeely had once leased. In addition to being transported visually, the second phase of this is incorporating an oral history component.

The metal frame will be hung in a place that the community and tourists have public access to interact with it. On the image or separate plaque there will be a written narrative of the history of the building and the impact its owners or the business(s) had in Buckley and or the surrounding area in Pierce County.

Also on the smaller plaque there will be a few sentences about the photo and below it centered there will be a QR code that will link to the Foothills Historical Society’s website where their oral history project will soon be located. This is phase two of the Metal Photo Series project. The Buckley Downtown Association is working in collaboration with the Foothills Historical Society to continue these efforts forward, which will be oral recordings of community members, and descendants of original business owners. One of which is Brad’s aunt Mary.



| | | | | | | | |
|---|---|---------------------------|------------------------|------------------------------------|--|--|------------------|
| Impressive SIGN & DISPLAY "If You can dream it, We can create it!" 2615 E. Main Ave., Puyallup, WA 98372 253-420-2613 (O) 253-420-2613 (F) impressivesigns@gmail.com | JOB INFO Buckley Downtown Association | REVISIONS _____ | SCALE: NOTED | FILE FILE NAME: _____ | ELECT: 120 Volt: <input type="checkbox"/> 277 Volt: <input type="checkbox"/> Other: <input type="checkbox"/> one box above AVANT box checked | SPECIFICATIONS 3mm Aluminum Composite Material Digital Print Graphic 1"x4" Painted wood support frame Load Shield mounting frame into brick | CITY CODE |
|---|---|---------------------------|------------------------|------------------------------------|--|--|------------------|

2/27/25

Meeting Notes Regarding the Metal Photo Series Project

Present: Amy Boucher, Ashley Privette, Sara Sutterfield, Meagan Rhoades

The Foothills Historical Society has confirmed agreement to partner with the BDA on this project and help with the historical aspect of the proposed interactive historical art installation that is currently undergoing the permitting process with the City of Buckley.

Historical Society responsibilities

- Help to obtain historical images that coincide with the buildings of proposed art
- Add a new webpage to the existing foothills website titled "People of the Plateau Photo Series" that will tie into the QR codes
- Assist with writing a historical narrative of the building and its owners through time to be displayed on the webpage

BDA responsibilities

- Permitting
- Working with the business owners
- Obtaining funding: we are actively researching grant possibilities or fundraising options to help pay for installation
- Coordination, Communications and Scheduling of Contractors/Construction

Building Owner

Annual maintenance for metal photo

This project consists of 2 phases.

Each individual metal photo series is estimated to take 120 days maximum from start to completion. (90 days permitting process, 30 days for design, build and installation from contractor)

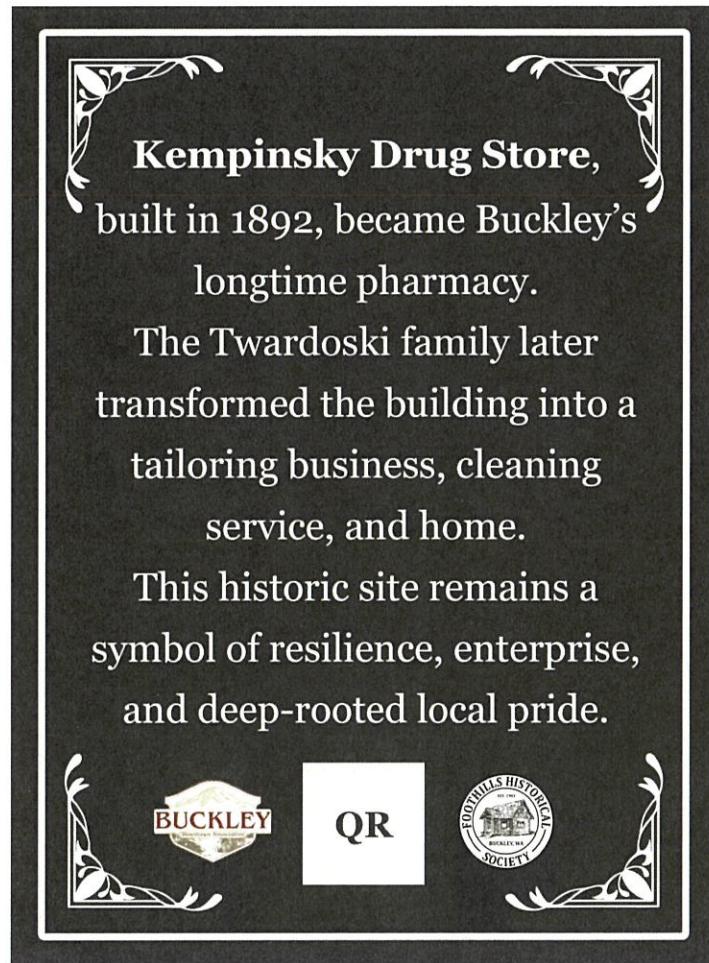
Phase 1

1. Locations chosen for all 5 metal photo series. Need to schedule meetings with each to discuss theme and photo they would like installed with information plaques:
 1. Vanity
 2. Oddfellows
 3. Scoops
 4. Front Porch Quilts
 5. FHS
- Webpage on Foothills website with story and additional photos per metal photo series.
- BDA will also have this on their website under the Design drop down, which will have a link to the FHS page.

Phase 2

- Add more metal photos around town
- Add voice over links on site with true life interview stories from residents/owners in town

The plaque that will be placed next to the photo:



Homework:

- Amy to contact trophy company regarding quote \$, available plaque sizes and material. Loop Natasha in and establish any remaining questions/concerns to discuss at Matt, Natasha and Martha's scheduled meeting
- Meagan to present our request for the Foothills assistance at their upcoming Tuesday board meeting and start plan to add a webpage for project
- Sara to write "2 sentences about the photo" for first installation
- Ashley to help look for potential grants

CAC Response and Feedback from 1st Submission of Public Art Permit Application

Overview:

1. Need to layout work flow for:
 - a. design of QR Code
 - b. oral history project
 - c. website updates
 - d. Update timeline

Needed Updates:

1. Revise Name of project: "People on the Plateau Photo Series: Kempinski Drugstore"
2. Proposal submitted to COB and reviewed by CAB. This is the first application and they have used this as a test and it has helped COB / CAB to modify the permit application.
3. Need to answer the following questions and re-submit permit application before 3/10/25. This will allow the CAB a week to review and prepare a resolution for recommendation to council.
4. QR code work flow:
 - QR code link and what that will look like and who will manage it -point of contact?
5. Physical Design - 2 or 1
 - (2) (1) 5x7 or 7x5 feet and (1) smaller QR code 8*11
6. Interviews: have some suggestions and am willing to help.
 - Timeline and process: for each mural from start to finish of creation and install, and oral history connection. The who and how they are going to be conducted.
 - Website management, updates, verbiage.
7. Maintenance plan additions: who's responsible & annual cost & volunteer & hours for labor.
 - repairs: who is responsible (BDA)

Some dates to be mindful of:

2/28 Friday- Amy updated a proposal with the answers for above questions and email to the initial group: Sara, Meagan, Jean, David B, and Dave, Ashley, & Natasha.

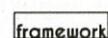
3/4 Tuesday - Ashley presenting a project at theFHS board meeting. Basically go over a proposal to confirm support and ask for a letter of support so we can have for Grant applications. Goal for Ashley is to establish board to board the Ownership of things and the collective effort and responsibility of orgs with this project.

3/10 - Resubmit revised permit application so CAC can review and get before **City Council on 3/18**

Park and Fire Impact Fee Update City Council Study Session

CITY OF BUCKLEY

April 1, 2025



1

Agenda

- Context
- About Parks Impact Fee
- Parks Impact Fee Update Approach
 - Growth
 - Capital Projects
 - Proportionate Share
- Suggested Parks Impact Fees and Considerations



2

Context and Approach

3

Context

- Prior to 2024, City of Buckley's Parks Impact Fees were last updated in 2016
 - Fees were not indexed to inflation, leading to significant loss of purchasing power over time
 - Fees were only established for residential development, although commercial uses create parks impacts, as well
 - State law has changed, requiring fees to be variable based on the square footage, number of bedrooms, or trips generated
- Framework worked with the City to update the Parks, Recreation, and Trails Plan, which was adopted in 2024
- City of Buckley does not currently levy a Fire Impact Fee

About Impact Fees

- **One-time charges** (authorized by RCW 80.20.050) assessed against new development to help pay for new or expanded capital facilities that address the increased demand for facilities/services created by that development
- May be levied for fire protection facilities; public streets and roads, as well as multimodal bicycle and pedestrian facilities designed for commute purposes; **publicly owned parks, open space, and recreation facilities**; and school facilities
- Revenues must support “system improvements,” by funding public projects within the local governments’ capital facilities plan that are reasonably related to the new development.



5

Setting Impact Fee Rates

RCW 82.02.060:

The local ordinance by which impact fees are imposed:

(1) Shall include a schedule of impact fees which shall be adopted for each type of development activity that is subject to impact fees, specifying the amount of the impact fee to be imposed for each type of system improvement. The schedule shall be based upon a formula or other method of calculating such impact fees. *The schedule shall 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.* In determining proportionate share, the formula or other method of calculating impact fees shall incorporate, among other things, the following:

- (a) The cost of public facilities necessitated by new development;*
- (b) An adjustment to the cost of the public facilities for past or future payments made or reasonably anticipated to be made by new development to pay for particular system improvements in the form of user fees, debt service payments, taxes, or other payments earmarked for or proratable to the particular system improvement;*
- (c) The availability of other means of funding public facility improvements;*
- (d) The cost of existing public facilities improvements; and*
- (e) The methods by which public facilities improvements were financed;*



6

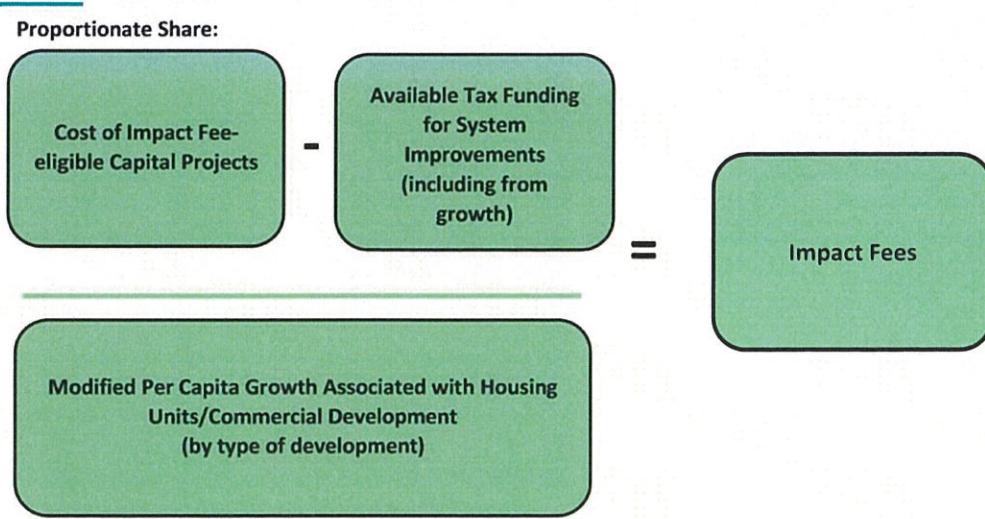
Impact Fee Rate Study Approach

- Establish fees for residential and commercial development
 - Ensure residential development fees are compliant with state law by creating rate structure that is variable by square footage
- Use simple, easy to understand impact fee rate formula that is transparent and can be updated by the City, as desired
- Design fees that can be easily indexed to inflation
- Consider the fee burden for developers and ensure fees make sense when compared with peers and neighbors



7

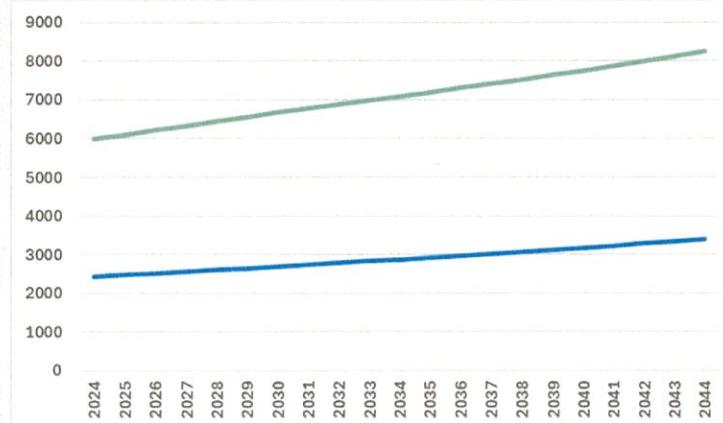
Impact Fee Rate Study Formula



8

Expected Population and Employment Growth

- By 2044, population is expected to increase by 3,121 residents and employment by 1,080 jobs.
- Based on a linear growth projection, over ten years, the population is expected to increase by 977 residents and employment by 440 jobs.



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9

Parks Impact Fee Update

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Relating Population and Employment

- Many impact fee rate studies relate population and employment based on hours of residential access versus perceived employee access (time at place of employment/in City)

| | Residents | Employees |
|----------------|------------|-----------|
| Hours per Day | 16* | 9** |
| Days per Week | 7 | 5 |
| Hours per Week | 112 | 45 |

- Resident to Employee Conversion Factor:

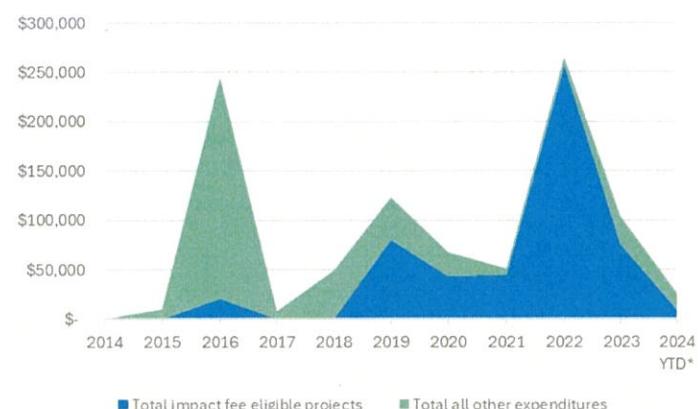
$$45 / 112 = 40.2\%$$



11

Proportionate Share: Historical Parks Capital Expenditures

- Between 2014 and 2024 (YTD) Impact fees have funded 71% of parks capital projects.
- Beyond impact fees, revenues for projects have come from:
 - Interest on impact fee revenues
 - Transfers from other funds
 - General fund
- These are irregular appropriations, not dedicated revenues



* through September 2024



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Proportionate Share: Revenues Available for Future Projects

- The City does not currently dedicate revenues to parks capital projects; historically, revenues have come from appropriations and transfers-in
- Even if the City assumes grant revenue will be obtained for impact fee eligible projects, City revenues will be needed (matching funds)
- Within the impact fee rate formula, we considered both the City's historic 29% parks capital project funding rate and a lesser rate of 20% as the City's potential proportionate share



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Capital Project Needs based on Parks Level-of-Service

- Based on its adopted level-of-service, the City needs to develop the following:
 - Almost 11 acres of community parks
 - Over 9 acres of neighborhood parks
 - Almost 3 acres of natural areas

This is in addition to the additional acreage needed to meet existing needs.

| Facility Type | Current Facility Acreage | Adopted LOS Standard | 2044 Population | Acres Needed | Acres Needed Due to Growth |
|-------------------|--------------------------|----------------------|-----------------|--------------|----------------------------|
| Community Park | 14.52 | 4 | | 18.42 | 10.72 |
| Neighborhood Park | 1.12 | 3 | 8235 | 24.71 | 9.16 |
| Natural Areas | 0.00 | 1 | | 8.24 | 2.68 |



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Growth-eligible Capital Project List

- The City anticipates \$4,055,000 (2024\$) in growth-related park system improvements between now and 2044, with \$270,000 toward these projects already reserved

| Project | Description | Park Type | Acres Added | 2025-2030 | 2031-2044 | Total Cost | Current Amount Reserved by City to Fund Project | Total Unfunded Growth-related Project Costs |
|--|---|-------------------|-------------|------------|--------------|--------------|---|---|
| Flum-Adjacent River Nature Trail and Park Phase 1: Construction of Trail and Trailside Amenities | | Neighborhood Park | 8.75 | \$ 245,000 | \$ 245,000 | \$ 245,000 | \$ - | \$ 245,000 |
| Flum-Adjacent River Nature Trail and Park Phase 2: Addition of Playground and Other Amenities | | | | \$ 400,000 | \$ 400,000 | \$ 400,000 | \$ - | \$ 400,000 |
| Purchase of PSE Parcel | Purchase of 3rd St PSE property | Neighborhood Park | | \$ 50,000 | \$ 50,000 | \$ 50,000 | \$ - | \$ 50,000 |
| Development of PSE Parcel into a Tot Lot | Development of PSE parcel into a playground oriented for young children | Neighborhood Park | 0.28 | \$ 150,000 | \$ 150,000 | \$ 150,000 | \$ - | \$ 150,000 |
| Heritage Park Master Plan | Design for new stage, splash pad, and pathway network. Site selection and addition of splash pad - depending on where it ends up going, it could be bringing land that's essentially an unprogrammed green belt into more | Community Park | | \$ 50,000 | \$ 50,000 | \$ 50,000 | \$ - | \$ 50,000 |
| Heritage Park Splash Pad | Community Park compliance | Community Park | 4.30 | \$ 540,000 | \$ 540,000 | \$ 540,000 | \$ 270,000 | \$ 270,000 |
| Miller Park Phase I | Phase 1: Construction of a new Community Park with sports courts and bathroom facilities | Community Park | 2.40 | | \$ 1,700,000 | \$ 1,700,000 | \$ - | \$ 1,700,000 |
| Miller Park Phase II | Design and construction of additional Community Park | Community Park | 1.25 | \$ 800,000 | \$ 800,000 | \$ 800,000 | \$ - | \$ 800,000 |
| White River Park and Trail | Design and construction of a park overlooking Buckley's White River. | Community Park | | | | \$ 1,805,000 | \$ 2,250,000 | \$ 4,055,000 |
| | | | | | | | \$ 270,000 | \$ 3,785,000 |



15

Draft Impact Fee Model Results by Modified Per Capita (not development type)

- Based on unfunded growth-related project costs: \$3,785,000

| | Historical Proportionate Share | Other Proportionate Share |
|--|--------------------------------|---------------------------|
| | 29% | 20% |
| Amortized over 10 Years | \$ 2,329.35 | \$ 2,624.62 |
| Based on Average Family Size (3.01) | \$ 7,011.34 | \$ 7,900.10 |
| Amortized over 20 Years | \$ 755.90 | \$ 851.72 |
| Based on Average Family Size (3.01) | \$ 2,275.26 | \$ 2,563.68 |



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Proposed Parks Impact Fee Rates

- Residential size bands were set based on a base rate of approximately \$1.02 per square foot
- Rates for single family and multifamily units are the same
- ADU/DADU impact fee must be 50% or less than impact fee that would be charged on primary improvement, so if ADU/DADU square footage is greater than or equal to primary improvement, fees will need to be capped

| Square Footage | Primary Housing Unit | ADU/DADU Rate |
|------------------------------------|-------------------------|------------------|
| Up to 750 | | \$ 384.00 |
| Up to 1,250 | \$ 1,280.00 | \$ 640.00 |
| Up to 1,750 | \$ 1,792.00 | \$ 896.00 |
| Up to 2,250 | \$ 2,304.00 | |
| Up to 2,750 | \$ 2,816.00 | |
| Up to 3,250 | \$ 3,328.00 | |
| Up to 3,750 | \$ 3,840.00 | |
| Greater than 3,750 | \$ 4,352.00 | |
| Commercial (per 1,000 square feet) | | \$ 1,370.00 |
| Industrial (per 1,000 square feet) | | \$ 685.00 |

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Fire Impact Fee Rate Study

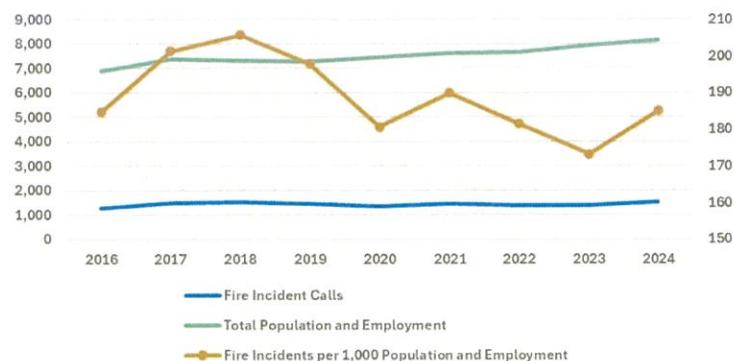
18

Proportionate Share: Revenues Available for Future Projects

- The City of Buckley does not currently levy a Fire Impact Fee, so capital projects have historically been funded by other revenues
- The City addresses fire station facility maintenance and capital improvements in Fund 134 (Fire Department Facility Maintenance and Capital Improvement)
 - The fire station built in 2011 was funded by a \$5 million voted capital bond
- The City reserves revenues for fire apparatus and equipment in Fund 030 (Fire Equipment Reserve), a subfund of the general fund
 - The Fire Equipment Reserve had a beginning fund balance of \$553,335
 - Apparatus and equipment have historically been funded via appropriations and transfers-in
- Within the impact fee rate formula, we considered a rate of 20% as the City's potential proportionate share

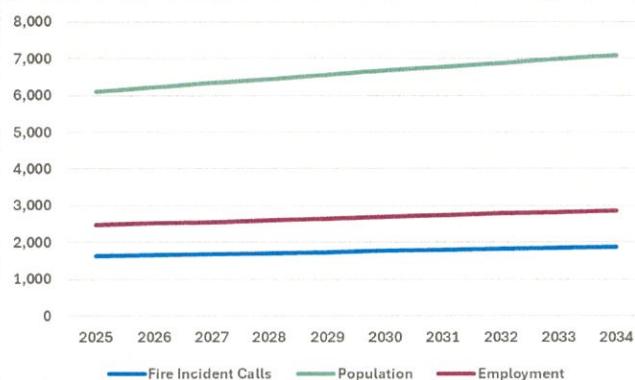
Current Call Volume

- Between 2016 and 2024, the City of Buckley Fire Department responded to an average of approximately 1,420 calls per year, a fire incident rate of approximately 190 calls per 1,000 population and employment



Estimating Increase in Call Volume Based on Growth

- Assuming the fire incident call rate stays the same, we assume that the Fire Department will respond to approximately 1,880 calls per year in 2034
- Growth will be responsible for approximately 20% of those calls



Capital Project Needs based on Fire Level-of-Service

- The City of Buckley informally bases its LOS goals on recommended industry guidelines and standards, more specifically National Fire Protection Association Standard 1720, 2004 Edition:

“[A] Volunteer Fire Department serving an Urban Area shall ensure that a sufficient number of fire department personnel (15 personnel for a fire suppression operation) and resources are available to operate safely and effectively, and that the fire department achieves a response time of 9 or fewer minutes 90% of the time.”
- The City constructed a new fire station in 2011 (which it has occupied since April 2012), so there are no planned or projected major capital facilities needs at this time, however the City is conducting feasibility and site work related to the potential relocation of the training center to the Division Street property

Current Apparatus and Equipment Needs

- As of the 2019 capital facilities plan, the City currently had \$2,147,200 (2019\$) in regular equipment and apparatus replacement needs
- Impact fees must “pay for new or expanded capital facilities [and equipment] that address the increased demand for facilities/services created by that development,” so replacement of current apparatus and equipment cannot be funded by impact fees

| Apparatus | Replace- ment Year | Projected Replacement Cost (2019\$) | Notes |
|-----------------------------|-----------------------|---|---------------------------------------|
| 1996 Fire Engine | 2019 | \$ 450,000 | <i>1996 becomes reserve engine</i> |
| 1998 Ambulance | 2020 | | <i>2005 becomes reserve ambulance</i> |
| 2001 Ambulance | 2020 | \$ 155,000 | |
| 2005 Ambulance | 2025 | \$ 165,000 | |
| 2011 Utility Vehicle | 2026 | \$ 42,875 | |
| 2014 Utility Vehicle | 2029 | \$ 44,450 | |
| 2008 Fire Engine | 2030 | \$ 535,000 | |
| 2015 SCBA | 2030 | \$ 104,000 | |
| 2018 Utility Vehicle | 2033 | \$ 45,875 | |
| 2019 Fire Engine | 2041 | \$ 605,000 | |



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Estimating Apparatus and Equipment Needs Based on Growth

- To address the expected increase in call volume, the City of Buckley estimated in the Capital Facilities Element of its 2019 Comprehensive Plan a need for additional staffing

| Apparatus | 2019 Pop. 4,765 | 2024 Pop. 6,556 | 2035 Pop. 7,888 | Note(s) |
|-----------------|--------------------|-----------------------|--------------------|--|
| Fulltime Staff | 4* | 6 | 8 | <i>*includes SAFER Retention Coordinator</i> |
| Part-time Staff | 1 | 2 | 2 | |
| Volunteer Staff | 75 | 90 | 110 | |

* SAFER Grant Funded Volunteer Firefighter Program Recruitment & Retention Coordinator Position grant funded November 2018 through November 2022



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Estimating Apparatus and Equipment Needs Based on Growth

- We assume this increased staffing will also require an increase in apparatus and equipment, including the addition of a fire engine, ambulance, and utility vehicle and additional self-contained breathing apparatus (SCBA), at a total estimated cost of \$860,000 in 2025\$
- Assuming the City's proportionate share is 20%, that is \$688,000 in impact fee eligible equipment and apparatus

| Apparatus | Cost (2024\$) |
|-----------------|---------------|
| Fire Engine | \$ 605,000 |
| Ambulance | \$ 165,000 |
| Utility Vehicle | \$ 55,000 |
| Additional SCBA | \$ 35,000 |
| | \$ 860,000 |



25

Proposed Parks Impact Fee Rates

- Residential size bands were set based on a base rate of approximately \$0.58 per square foot
- Rates for single family and multifamily units are the same
- ADU/DADU impact fee must be 50% or less than impact fee that would be charged on primary improvement, so if ADU/DADU square footage is greater than or equal to primary improvement, fees will need to be capped

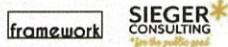
| Square Footage | Primary Housing Unit | ADU/DADU Rate |
|------------------------------------|-------------------------|------------------|
| Up to 750 | | \$ 219.00 |
| Up to 1,250 | \$ 731.00 | \$ 365.00 |
| Up to 1,750 | \$ 1,023.00 | \$ 512.00 |
| Up to 2,250 | \$ 1,315.00 | |
| Up to 2,750 | \$ 1,608.00 | |
| Up to 3,250 | \$ 1,900.00 | |
| Up to 3,750 | \$ 2,192.00 | |
| Greater than 3,750 | \$ 2,485.00 | |
| Commercial (per 1,000 square feet) | | \$ 3,410.00 |
| Industrial (per 1,000 square feet) | | \$ 1,705.00 |



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Indexing Impact Fees to Inflation

- BMC 3.50.040(2) establishes that “the park and recreation impact fees in subsection (1) of this section may be reviewed annually to consider adjustments to the fees to account for increased costs of labor, construction materials and real property. The city council intends that such review should occur concurrently with the annual review of the capital facilities plan element of the city’s comprehensive plan.”
- As part of this Parks Impact Fee update, we recommend that the City pursue this update. One method for doing so, may be for City staff to do this using the Construction Cost Index for Seattle (June-June) published by the Engineering News-Record to calculate annual inflation adjustments in the impact fee rates.



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Current vs. Proposed Impact Fee/Development Cost Burden

- As of 2025, City of Buckley's total impact fee and development cost is \$34,289.76 for single family residence, where latecomer's fees do not apply; parks impact fees are less than 5% of that cost
- If these Parks and Fire Impact Fees are adopted, the total impact fee and development cost for an 2,250 square foot house would be \$36,284.06; parks and fire impact fees are about 10% of that cost



|  City of Buckley <i>P.O. Box 1960 • Buckley, WA 98321 • (360) 761-7810</i> | | |
|--|---|--|
| RE: PARK AND RECREATION FEE STREET IMPACT FEE UTILITY HOOKUP FEE- hookup charges for utilities with installed main lines. | | |
| WATER HOOK UP FACILITY CHARGE | Meter & Inspection only \$ 460.67 \$ 8,948.04 S-F & \$ 6,712.91 Multi-family | |
| SEWER HOOK UP FACILITY CHARGE | Inspection only \$ 65.00 \$ 792.96 S-F & \$ 5947.00 Multi-family | |
| STORM DRAIN HOOK UP FACILITY CHARGE | Inspection only \$ 68.00 \$ 10,433.39 | |
| PARK FEE | \$ 1,624.70 S-F & \$ 1,331.52 Multi-family | |
| STREET IMPACT FEE | \$ 4,761.00 S-F & \$ Multi-family | |
| TOTAL IMPACT FEES \$34,289.76 for single family residence | | |
| FEES TO BE PAID TO CITY | | |
| * Possible Latecomer's Fee depending on the location of the new residential home. | | |
| Perkins Prairie | \$ 278.47 | |
| Sundstrom | \$ 6,336.85 | |
| Spilken Lift Station | \$ 1,663.53 | |
| Sundstrom | \$ 5,818.05 | |
| Lakes Landing | \$ 3,484.20 | |
| *** White River School District Impact Fee's in the amount of \$3900.00 for single family residential and \$2,100.00 for multi-family residential need to be paid to the School District prior to permit issuance. | | |

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