

Amendment

Contract Number: 20-63210-003
Amendment Number: 1

**Washington State Department of Commerce
Local Government Division
Growth Management Services
Increasing Residential Building Capacity Grant**

1. Contractor City of Stevenson 7121 East Loop Road, PO Box 371 Stevenson, WA 98648		2. Contractor Doing Business As (optional) N/A	
3. Contractor Representative (only if updated) Ben Shumaker Community Development Director (509) 427-5970 ben@ci.stevenson.wa.us		4. COMMERCE Representative (only if updated) Scott Kuhta Senior Planner (509) 795-6884 scott.kuhta@commerce.wa.gov PO Box 42525 1011 Plum St SE Olympia, WA 98504-2525	
5. Original Contract Amount (and any previous amendments) \$25,000	6. Amendment Amount \$0	7. New Contract Amount \$25,000	
8. Amendment Funding Source Federal: State: X Other: N/A:		9. Amendment Start Date Date of Execution	10. Amendment End Date June 30, 2021
11. Federal Funds (as applicable):	Federal Agency:	CFDA Number:	
12. Amendment Purpose: This amendment substitutes a schedule for adoption for the final deliverables of Actions 3 and 4, revises the eligible grant options for Action 1, and amends contract dates to address delays due to COVID-19.			

COMMERCE, defined as the Department of Commerce, and the Contractor, as defined above, acknowledge and accept the terms of this Contract As Amended and attachments and have executed this Contract Amendment on the date below to start as of the date and year referenced above. The rights and obligations of both parties to this Contract As Amended are governed by this Contract Amendment and the following other documents incorporated by reference: Contractor Terms and Conditions including Attachment "A" – Scope of Work, Attachment "B" – Budget. A copy of this Contract Amendment shall be attached to and made a part of the original Contract between COMMERCE and the Contractor. Any reference in the original Contract to the "Contract" shall mean the "Contract as Amended".

<p>FOR CONTRACTOR</p> <hr/> <p>Scott Anderson, Mayor City of Stevenson</p> <hr/> <p>Date</p>	<p>FOR COMMERCE</p> <hr/> <p>Mark K. Barkley, Assistant Director Local Government Division</p> <hr/> <p>Date</p> <p>APPROVED AS TO FORM ONLY</p> <p><u>Sandra Adix</u> Assistant Attorney General</p> <p><u>3/20/2014</u> Date</p>
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Amendment

This Contract is **amended** as follows:

Special Terms and Conditions Section 3 (Compensation) is hereby replaced in its entirety with the following:

3. COMPENSATION

COMMERCE shall pay an amount not to exceed **twenty-five thousand dollars (\$25,000)** for the performance of all things necessary for or incidental to the performance of work under this Contract as set forth in the Scope of Work (Attachment A).

The final due date for deliverables must be no later than June 15, 2021.

Attachment A: Scope of Work is hereby revised to address project delays caused by COVID-19. The Scope of Work is revised as follows:

1. Revised end dates for deliverables 1B, 2B, 3A, 3B, 4A, and 4B to 6/15/21
2. Within Action 1 (revisions to SMC 17.15), revised sub action option 2 from *“Consolidate, synchronize, and/or rename the R3 and R2 zones”* to *“Increase maximum density in R-3 zone”*
3. Revised Deliverable 3B from *“Adopted Zoning Map”* to *“Schedule for adoption of Amended Zoning Map by October 15, 2021”*
4. Revised description of Deliverable 4B from *“Adopted Ordinance on Utility Extension”* to *“Schedule for adoption of Ordinance on Utility Extension by October 15, 2021”*

See attached revised Scope of Work (Attachment A), which shows new text with underline and removed text with ~~strikethrough~~.

Attachment B: Budget is hereby revised as follows:

1. Separated Deliverable 3A from line item that was previously “Deliverable 1A, 2A, 3A” to match status of ongoing work. Budget amounts were also divided
2. Revised description for Deliverable 3B from *“Adopted Zoning Map (residential zone changes)”* to *“Schedule for adoption of amended Zoning Map (residential zone change) by October 15, 2021”*
3. Revised description for Deliverable 4B from *“Adopted ordinance on utility extension”* to *“Schedule for adoption of ordinance on utility extension by October 15, 2021”*
4. Revised the note to remove the requirement that final payment is contingent on a submittal of an adopted, final ordinance

See attached revised Budget (Attachment B), which shows new text with underline and removed text with ~~strikethrough~~.

ALL OTHER TERMS AND CONDITIONS OF THIS CONTRACT REMAIN IN FULL FORCE AND EFFECT.

Scope of Work

Selected actions to increase residential building capacity:

- (i) *Other actions that can be adopted to increase residential capacity, streamline development, or remove barriers to development. See below scope of work table for more details.*

Commerce will be monitoring the contracts in May and November of 2020 to review progress in meeting milestones, deliverables and invoicing.

<p>Action: 1. Amend SMC 17.15 – Residential Districts. Sub-actions include:</p> <ul style="list-style-type: none"> • Decrease minimum lot size, • <u>Increase maximum density in R3 zone</u> Consolidate, synchronize, and/or rename the R3 and R2 Zones, and/or • Add minimum densities 			
Steps/ Deliverables	Description	Start Date	End Date
Action 1	The City will update regulations for its residential zoning districts. The primary focus will be on the districts permitting multi-family residential construction, where minimum lot sizes and minimum densities would be considered.		
Step 1.1	Gather relevant data and review existing code language	6/1/20	7/8/20
Step 1.2	Establish a public involvement plan	7/13/20	7/13/20
Step 1.3	Develop recommendations to present to Planning Commission	6/1/20	9/9/20
Step 1.4	Present recommended amendments to Planning Commission	9/14/20	10/12/20
Step 1.5	Prepare notices, distribute information, and conduct public hearings	7/14/20	6/30/21
Step 1.6	Make changes to amendment package per Planning Commission recommendations	10/13/20	11/13/20
Step 1.7	Present to City Council	11/19/20	12/17/20
Step 1.8	Perform necessary iterative reviews	12/18/20	6/15/21
Deliverable 1A	Planning Commission version of Draft modification to SMC 17.15 with staff report		10/12/20
Deliverable 1B	Adopted modification to SMC 17.15		<u>6/15/21</u> 6/30/21

Action: 2. Amend SMC 17.25 – Trade Districts. Sub-actions include:			
<ul style="list-style-type: none"> • Add minimum densities and/or • Reduce on-site parking requirements 			
Steps/ Deliverables	Description	Start Date	End Date
Action 2	The City will update regulations for its trade zoning districts, with a specific focus on the downtown C1 Commercial district. Anticipated updates include the addition of minimum densities and reduced on-site parking requirements for residential uses.		
Step 2.1	Gather relevant data and review existing code language	6/1/20	7/8/20
Step 2.2	Establish a public involvement plan	7/13/20	7/13/20
Step 2.3	Develop recommendations to present to Planning Commission	6/1/20	9/9/20
Step 2.4	Present recommended amendments to Planning Commission	9/14/20	10/12/20
Step 2.5	Prepare notices, distribute information, and conduct public hearings	7/14/20	6/30/21
Step 2.6	Make changes to amendment package per Planning Commission recommendations	10/13/20	11/13/20
Step 2.7	Present to City Council	11/19/20	12/17/20
Step 2.8	Perform necessary iterative reviews	12/18/20	6/15/21
Deliverable 2A	Planning Commission version of Draft modification to SMC 17.25 with staff report		10/12/20
Deliverable 2B	Adopted modification to SMC 17.25		6/30/21 6/15/21

Action: 3. Amend Zoning Map. Sub-actions include:			
<ul style="list-style-type: none"> • Change based on Planning Commission preference on R2/R3 Consolidation and • Additional R1 areas for designation as R3 			
Steps/ Deliverables	Description	Start Date	End Date
Action 3	The City will amend the Zoning Map to provide additional areas suitable for residential growth		
Step 3.1	Gather relevant data and review existing code language	6/1/20	7/8/20

Step 3.2	Establish a public involvement plan	7/13/20	7/13/20
Step 3.3	Develop recommendations to present to Planning Commission	6/1/20	9/9/20
Step 3.4	Present recommended amendments to Planning Commission	9/14/20	10/12/20
Step 3.5	Prepare notices, distribute information, and conduct public hearings	7/14/20	6/30/21
Step 3.6	Make changes to amendment package per Planning Commission recommendations	10/13/20	11/13/20
Step 3.7	Present to City Council	11/19/20	12/17/20
Step 3.8	Perform necessary iterative reviews	12/18/20	6/15/21
Deliverable 3A	Planning Commission version of Draft Zoning Map Update		6/15/21 10/12/20
Deliverable 3B	<u>Schedule for adoption of Amended Adopted Zoning Map by October 15, 2021</u>		6/15/21 6/30/21

Action: 4. Adopt utility policies allowing extension of services beyond city limits, thereby allowing higher density residential development:

- Consider regulations, template pre-annexation agreements, and pre-existing water connections outside city limits.

Steps/ Deliverables	Description	Start Date	End Date
Action 4	The City will amend water/sewer utility service policies to permit extension outside city limits		
Step 4.1	Gather relevant data and review existing code language	6/1/20	10/7/20
Step 4.2	Establish a public involvement plan	10/12/20	10/12/20
Step 4.3	Develop recommendations to present to Planning Commission	6/1/20	12/9/20
Step 4.4	Present recommended amendments to Planning Commission	12/14/20	12/14/20
Step 4.5	Prepare notices, distribute information, and conduct public hearings	10/13/20	6/30/21
Step 4.6	Make changes to amendment package per Planning Commission recommendations	12/15/20	1/13/21
Step 4.7	Present to City Council	1/21/21	2/18/21
Step 4.8	Perform necessary iterative reviews	2/19/21	6/15/21
Deliverable 4A	Planning Commission version of Draft Ordinance on Utility Extension		06/15/21 12/14/20

Deliverable 4B	<u>Schedule for adoption of Adopted Ordinance on Utility Extension <u>by October</u> <u>15, 2021</u></u>		<u>6/15/21</u> 6/30/21
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Budget

Action / Deliverables	Commerce Funds	Other Funds [If applicable]
<i>Deliverables 1A, 2A, 3A. Draft modifications to code</i>	<u>\$4,700</u> \$7,000	\$500
<i>Deliverable 1B. Adopted modification to SMC 17.15 (Residential Districts)</i>	\$750	\$100
<i>Deliverable 2B. Adopted modification to SMC 17.25 (Trade Districts)</i>	\$ 1,500	\$200
<u><i>Deliverable 3A: Draft modifications to Zoning Map and code</i></u>	<u>\$2,300</u>	<u>\$0</u>
<i>Deliverable 3B. <u>Schedule for adoption of Amended Adopted Zoning Map (residential zone changes) by October 15, 2021</u></i>	\$750	\$100
<i>Deliverable 4A. Draft ordinance on utility extension</i>	\$10,500	\$1,000
<i>Deliverable 4B. <u>Schedule for adoption of Adopted ordinance on utility extension by October 15, 2021</u></i>	\$4,500	\$600
Total:	\$25,000	\$2,500

NOTE: The final deliverable for this grant represents thirty percent (30%) of the total grant award and payment is contingent upon submittal of a copy of the final, adopted local action (ordinance).