

## Chapter 20.94

**ANNEXATIONS**

**Commented [AR1]:** New Chapter explaining the Annexation process.

Sections:

~~20.94.010 General Requirements Authority for Annexation.~~

~~20.94.020 Concurrent Adoption of Appropriate Land Use Designation and Zone Upon Annexation-  
Pre-Annexation Meeting.~~

~~20.94.030 Ten Percent Petition – Notice of Intention to Annex.~~

~~20.94.040 Review of Annexation Proposal.~~

~~20.94.050 City Council Action on Ten Percent (10%) Petition.~~

~~20.94.060 Sixty Percent (60%) Petition – Notice of Intention to Annex.~~

~~20.94.070 Preparation of Staff Report.~~

~~20.94.080 City Council Action to Set Public Hearing.~~

~~20.94.090 Sixty Percent Petition City Council Public Hearing.~~

~~20.94.100 Boundary Review Board Filing for Notice of Intention to Annex.~~

~~20.94.110 Boundary Review Board Review Period.~~

~~20.94.120 Boundary Review Board Hearing.~~

~~20.94.130 City Council Action on Annexation.~~

~~20.94.140 Annexation Census.~~

~~20.94.150 Annexation Filing.~~

~~20.94.010 General Requirements Authority for Annexation.~~

~~Annexations will be considered and processed according to the applicable state regulations.~~

~~(a) Annexations to the City of Arlington are governed by this chapter and RCW 35A.14 and the Washington State Boundary Review Board for Snohomish County (BRB).~~

~~(b) Any portion of a county not incorporated as part of a city but lying contiguous to a code city may become a part of the code city by annexation. An area proposed to be annexed to a code city shall be deemed contiguous thereto even though separated by water and upon annexation of such area, any such intervening water shall become a part of such annexing city.~~

~~(c) No code city located in a county in which urban growth areas have been designated under RCW 36.70A.110 may annex territory beyond an urban growth area.~~

~~(d) The city's official future land use map and zoning map show the parcels within the city limits, parcels with the UGA and parcels outside the UGA.~~

~~20.94.020 Concurrent Adoption of Appropriate Land Use Designation and Zone Upon  
Annexation-Pre-Annexation Meeting.~~

~~All annexations shall be enacted with the land use designation and zone pre-designated in the Comprehensive Plan Land Use Map and zoning map. Requests for a change in the land use designation or a rezone must be requested after annexation into the city. If there is no pre-designation or pre-zone, then Council may consider any designation or zone and adopt them simultaneously with the annexation.~~

~~Prior to applying for an annexation, the applicant shall participate in a meeting with the Community and Economic Development department to discuss the proposed request and annexation process.~~

20.94.030 Ten Percent (10%) Petition – Notice of Intention to Annex.

The applicant shall submit the following to the community and economic development department:

- (1) Land Use Request Application.
- (2) 10% Petition application fee per the most current fee resolution.
- (3) Narrative including the general description of the area proposed for annexation.
- (4) 10% Petition – Notice of Intention to Commence Annexation Proceedings.
- (5) Snohomish County Assessor’s property valuation for all parcels within the annexation area.
- (6) Snohomish County Assessor’s map of the are proposed for annexation and vicinity map.

20.94.040 Review of Annexation Proposal.

City Planning staff reviews the submittal for consistency with the Arlington Municipal Code and the Arlington Comprehensive Plan.

20.94.050 City Council Action on Ten Percent Petition.

Before City Council at a public meeting the council votes to either approve or deny the annexation petition moving forward.

20.94.060 Sixty Percent (60%) Petition – Notice of Intention to Annex.

(a) The applicant shall submit the following to the community and economic development department:

- (1) 60% Petition application fee per the most current fee resolution.
- (2) 60% Petition for annexation to the City of Arlington, WA.
- (3) Current property assessed value, established by Snohomish County Assessor’s Office, of all parcels proposed for annexation (if additional properties have been added since the 10% petition review)
- (4) Certified Legal Description and Map showing a meets and bounds continuous boundary description from a licensed surveyor.

(b) City Planning Staff sends the legal description and maps to the Snohomish County Assessor’s and Auditor’s Department for review and certification of sufficiency. Once certification is received by the city the application can continue to move through the process.

20.94.070 Preparation of Staff Report.

City Planning Staff prepares a staff report showing how the annexation meets the requirements of the Arlington Municipal Code and the Arlington Comprehensive Plan.

20.94.080 City Council Action to Set Public Hearing.

The Arlington City Council holds a public meeting to set the Public Hearing date at a future Council meeting through a Resolution.

20.94.090 Sixty Percent Petition City Council Public Hearing.

(a) The Arlington City Council holds a public hearing to direct staff to submit the Notice of Intention to Annex to Snohomish County.

(b) The Public Hearing Notice shall be published in one or more issues of the newspaper of general circulation of the city, be posted in three public places within the territory proposed for annexation,

and shall specify the time and place of hearing, and follow all public hearing notice requirements of AMC 20.24 (Hearing Pre Hearing Procedures for Appeals and Applications).

20.94.100 Boundary Review Board Filing for Notice of Intention to Annex.

(a) The applicant shall submit a check to the city, addressed to Snohomish County in the amount of the current filing fee per the BRB.

(b) City of Arlington staff prepares the Notice of Intention to Annex per Snohomish County and the BRB requirements. The submission is sent by certified mail and by email to the BRB contact.

20.94.110 Boundary Review Board Review Period.

The BRB has 45 days to review the Notice of Intention to Annexation. The BRB reviews the application for consistency with Snohomish County regulations, the assessor's office, and the

20.94.120 Boundary Review Board Hearing.

(a) If the BRB requests a Hearing, the hearing is scheduled at the earliest date available of the BRB.

(b) A representative of the City and the applicant are required to attend the hearing.

20.94.130 City Council Action on Annexation.

The Arlington City Council shall take final action on the annexation through a Public Meeting and by Ordinance. The annexation is considered approved 5 days from the publication date of the ordinance.

20.94.140 Annexation Census.

Planning Staff has 15 days after the City Council adopts the final annexation ordinance to complete a population count of the properties within the territory of the annexation per the Office of Financial Management regulations for completing a Census.

20.94.150 Annexation Filing.

The final ordinance and annexation documents shall be filed with BRB and the Office of Financial management.