



# City of SeaTac

## Council Study Session Agenda

November 25, 2014  
4:00 PM

City Hall  
Council Chambers

### CALL TO ORDER:

**PUBLIC COMMENTS (related to the agenda items listed below):** (Speakers must sign up prior to the meeting. Public Comments shall be limited to a total of ten minutes with individual comments limited to three minutes and a representative speaking for a group of four or more persons in attendance shall be limited to ten minutes. However, the Mayor or designee may reduce equally the amount of time each speaker may comment so that the total public comment time does not exceed ten minutes. When recognized by the Mayor or his designee, walk to the podium, state and spell your name, and give your address [optional] for the record.)

**1. Agenda Bill #3650; A Motion authorizing the City Manager to enter into contracts with the selected human services agencies for funding in 2015 and 2016 (total time: 15 minutes / presentation time: 10 minutes)**

By: Human Services Program Manager Colleen Brandt-Schluter / Human Services Advisory Committee Chair Phyllis Byers

**2. Agenda Bill #3649; A Motion amending the authorized construction expenditure amount for the Military Road South Improvements (total time: 10 minutes / presentation time: 5 minutes)**

By: Assistant City Engineer Florendo Cabudol

**3. Agenda Bill #3659; A Motion authorizing the City Manager to enter into a Professional Services Contract with Stewart MacNichols & Harmell Inc., P.S. for indigent defense services (total time: 10 minutes / presentation time: 5 minutes)**

By: Assistant City Manager Gwen Voelpel / Senior Assistant City Attorney Mark Johnsen

**4. Agenda Bill #3660; A Motion authorizing the City Manager to sign an Interlocal Agreement between the City of Tukwila and SeaTac Municipal Court for Probation services (total time: 10 minutes / presentation time: 5 minutes)**

By: Court Administrator Gail Cannon

**5. Agenda Bill #3651; An Ordinance readopting Section 15.41 of the SeaTac Municipal Code, regarding Interim Development Regulations applicable to properties located within the Interim Angle Lake Station Area, and entering findings of fact supporting the readoption of Interim Standards (total time: 10 minutes / presentation time: 5 minutes)**

By: Community and Economic Development Director Joe Scorcio / Planning Manager Steve Pilcher / Senior Planner Kate Kaehny

### 6. PRESENTATIONS – COUNCIL INFORMATION ONLY:

● **Quarterly Public Safety Statistics (total time: 10 minutes / presentation time: 5 minutes)**

By: Deputy Chief Brian Wiwel

### ADJOURN:



# City of SeaTac

## Regular Council Meeting Agenda

November 25, 2014  
6:30 PM

City Hall  
Council Chambers

**CALL TO ORDER:**  
**ROLL CALL:**  
**FLAG SALUTE:**

**PUBLIC COMMENTS:** (Speakers must sign up prior to the meeting. Individual comments shall be limited to three minutes. A representative speaking for a group of four or more persons in attendance shall be limited to ten minutes. When recognized by the Mayor or his designee, walk to the podium, state and spell your name, and give your address [optional] for the record.)

### 6. PRESENTATIONS INFORMATION ONLY (Continued):

● **Certificate of Recognition to Serve Our Dog Areas (S.O.D.A.) for operation and management of the Grandview Off-leash Dog Park for the past 11 years** (*total time: 5 minutes*)

By: Councilmember Pam Fernald

● **DECA Proclamation** (*total time: 5 minutes*)

By: Deputy Mayor Tony Anderson

### 7. CONSENT AGENDA:

● **Approval of claims vouchers** (check no. 109189 – 109333) in the amount of \$1,975,297.92 for the period ended November 20, 2014.

● **Approval of payroll vouchers** (check nos. 52512 – 52531) in the amount of \$146,867.59 for the period ended November 15, 2014.

● **Approval of payroll electronic fund transfers** (check nos. 82853 - 82988) in the amount of \$253,762.85 for the period ended November 15, 2014.

● **Approval of payroll wire transfer** (Medicare and Federal Withholding Tax) in the amount of \$51,621.33 for the period ended November 15, 2014.

● **Pre-approval or final approval of City Council and City Manager travel related expenses** for the period ended November 21, 2014.

#### Approval of Council Meeting Minutes:

● **Council Study Session held August 12, 2014**

● **Regular Council Meeting held August 12, 2014**

● **Council Study Session held November 12, 2014**

**Agenda Bill #3652; A Motion authorizing the final acceptance of the Angle Lake Park Restroom Fire Damage Repairs**

**Agenda Bill #3654; A Resolution amending the City of SeaTac Schedule of License Fees, Permit Fees, and other Fees and Charges for City Services**

**Agenda Bill #3655; An Ordinance amending Section 12.10.225 of the SeaTac Municipal Code, related to Surface and Stormwater rate structure**

**PUBLIC COMMENTS (related to Action Items and Unfinished Business):** (Individual comments shall be limited to one minute and group comments shall be limited to two minutes.)

**UNFINISHED BUSINESS:**

**NEW BUSINESS:**

**CITY MANAGER'S COMMENTS:**

**COMMITTEE UPDATES:**

**COUNCIL COMMENTS:**

**EXECUTIVE SESSION:**

**ADJOURN:**

THE COUNCIL CHAMBERS IS ACCESSIBLE TO PERSONS WITH DISABILITIES AND IS EQUIPPED WITH ASSISTIVE LISTENING DEVICES. PERSONS REQUIRING SPECIAL ACCOMMODATIONS SHOULD CONTACT THE CITY CLERK'S OFFICE BEFORE 5:00 PM THE FRIDAY PRECEDING THE COUNCIL MEETING.

**SeaTac City Council**  
**REQUEST FOR COUNCIL ACTION**

Department Prepared by: City Manager

Agenda Bill #: **3650**

**TITLE:** A Motion authorizing the City Manager to enter into contracts with the selected human services agencies for funding in 2015 and 2016.

November 18, 2014

Ordinance  Resolution  Motion  Info. Only  Other

**Date Council Action Requested:** RCM 12/09/14

**Ord/Res Exhibits:** \_\_\_\_\_

**Review Dates:** H.S. Advisory Committee 11/17/14; CSS 11/25/14

**Prepared By:** Colleen Brandt-Schluter/Human Services Manager

**Director:** \_\_\_\_\_

**City Attorney:** \_\_\_\_\_

**Finance:** \_\_\_\_\_

**BARS #:** \_\_\_\_\_

**City Manager:** \_\_\_\_\_

**Applicable Fund Name:** General Fund

**SUMMARY:** This Motion authorizes the City Manager to enter into contracts with human services agencies as recommended by the Human Services Advisory Committee, for funding programs at the annual levels shown on the attached recommendation. Contracts with agencies will cover the 2015 and 2016 calendar years.

**DISCUSSION / ANALYSIS / ISSUES:** Every two years the City of SeaTac releases a Request for Application (RFA) from human services agencies to be considered for funding from the City's General Fund to provide direct services to SeaTac residents. This year the City received 48 eligible applications requesting a total of \$722,049. Based on the Committee's Results Based Accountability Process which is used to prioritize these applications, the Committee recommends a funding package that:

- Increases funding for 16 contracted programs that demonstrated an increased demand for services and exceeded performance goals for a number of years
- Maintains funding for 12 contracted programs that are meeting their goals and demonstrate continued demand for service
- Reduces funding for 6 contracted programs that requested less funds due to increased leveraged dollars or unit closures
- Funds 3 new requests to fill a gap in services

**RECOMMENDATION(S):** It is recommended that the Council approve the proposed motion authorizing contracts for the selected programs for the 2015-2016 time periods.

**FISCAL IMPACT:** The total expenditure budget specified for this line item in the City's 2015-2016 biennial budget is \$1,035,000. The 2013-2014 budget appropriated \$946,150 for this same purpose.

**ALTERNATIVE(S):**

- 1) Modify the proposed funding levels for human services programs for 2015-2016

**ATTACHMENT(S):**

- 1) City of SeaTac Human Services Advisory Committee Recommendations for 2015-2016 Human Services Funding.

**SeaTac – Agencies Recommended for Funding in 2015-2016**

| Agency  |
|---|
| Lutheran Community Services (Family Resource Center)                |
| Global to Local   |
| Hospitality House   |
| SW Youth and Family Services/New Futures (Child and Family Support) |
| Crisis Clinic (2-1-1)   |
| Refugee Women’s Alliance – Case Management                          |
| Dynamic Family Partners (Children’s Therapy Center)                 |
| Auburn Youth Resources  |
| Domestic Abuse Women’s Network (Community Outreach & Hotline)       |
| Domestic Abuse Women’s Network (Housing/Shelter)                    |
| Community Schools Collaboration                                     |
| Des Moines Area Food Bank   |
| Safe Futures  |
| NAVOS Ruth Dykeman  |
| Crisis Clinic (24-hour Crisis Line)                                 |
| HealthPoint (Medical)   |
| South King Council of Human Services (Capacity Building)            |
| Matt Griffin YMCA (Food & Fun)                                      |
| YWCA (Transitional Housing)   |
| Somali Youth and Family Club  |
| Institute for Family Development (PACT Program)                     |
| Highline Area Food Bank   |
| Senior Services (Meals on Wheels)                                   |
| Child Care Resources  |
| Crisis Clinic (Teen Link)   |
| Literacy Source   |
| Catholic Community Services (Volunteer Chore Services)              |
| HealthPoint (Dental)  |
| King County Sexual Assault Resource Center                          |
| Multi-Service Center (Shelter/Transitional Housing)                 |
| Catholic Community Services (Emergency Assistance)                  |
| Kent Youth and Family Services                                      |
| Matt Griffin YMCA (Kindergarten Plus Program)                       |
| Tukwila Pantry  |
| Multi-Service Center (Rent/Emergency Assistance)                    |
| King County Bar Association   |
| Senior Services (Volunteer Transportation)                          |

**Total Yearly Budget: \$517,500**

# SeaTac City Council

## REQUEST FOR COUNCIL ACTION

Department Prepared by: Public Works

Agenda Bill #: 3649

**TITLE:** A Motion amending the authorized construction expenditure amount for the Military Road South Improvements.

|  |  |
|--|--|
| November 13, 2014  |  |
| <input type="checkbox"/> Ordinance <input type="checkbox"/> Resolution <input checked="" type="checkbox"/> Motion <input type="checkbox"/> Info. Only <input type="checkbox"/> Other |  |
| <b>Date Council Action Requested:</b>  | <u>12/9/14 RCM</u>   |
| <b>Ord/Res Exhibits:</b>   |  |
| <b>Review Dates:</b>   | <u>11/25/14 CSS</u>  |
| <b>Prepared By:</b>  | <u>Florendo Cabudol, Assistant City Engineer</u>                                 |
| <b>Director:</b>   | <u><i>Thomas W. Guss</i></u> City Attorney: <u><i>Mary Elizabeth Bantolo</i></u> |
| <b>Finance:</b>  | <u><i>Bob Lopez for Anton</i></u> BARS #: <u>307.000.11.595.30.63.112</u>        |
| <b>City Manager:</b>   | <u><i>Paul Cutler</i></u> Applicable Fund Name: <u>Transportation CIP</u>        |

AM  
100

**SUMMARY:** This Motion amends the authorized construction expenditure amount for the Military Road South Improvements.

**DISCUSSION / ANALYSIS / ISSUES:** On August 13, 2013, Council awarded the Military Road South Improvements contract to Johansen Excavating, Inc. and authorized a total construction expenditure of \$9,710,957. Construction began on November 6, 2013 and is on schedule to be complete by April 2015. The request for an amended expenditure authorization is required to pay for additional costs incurred and projected to complete construction of the Military Road South Improvements.

Most of the additional costs resulted from efforts related to excavation for the joint utility trench (JUT). This work was performed during wet weather months in order to achieve the scheduled construction completion in April 2015. As a result, unanticipated costs were incurred to provide shoring, dewatering, disposal of unusable material, and importing of material for trench backfill. Conflicts with existing utilities and design revisions also affected the JUT work.

The amount of traffic control required on this project is another contributing factor towards increased construction costs for the project. The implemented road closure has benefited the project by enabling construction to be completed in half the time it would normally take if the work zone was open to traffic. The actual amount of traffic control required during construction is substantially more than anticipated because of the need to manage non-local vehicles that continue to drive through the construction zone.

Construction is approximately 85% complete. The JUT is now complete and fully functioning. All overhead service distribution wires and utility poles have been removed. New water main and services are also complete and operational. A new storm drainage system was also completed that manages storm runoff from the roadway. Installation of concrete curb and gutters and the first layer of asphalt are complete. Remaining work items include, installing the final layer of asphalt pavement, installation of a new traffic signal at the South 170<sup>th</sup> Street intersection, installation of an improved traffic signal system at South 176<sup>th</sup> Street intersection, pervious concrete sidewalks, channelization, and final property restoration.

**RECOMMENDATION(S):** It is recommended that the Motion be carried.

**FISCAL IMPACT:** The actual construction expenditure amount to date is \$7,221,897.

| <u>Expenditure</u>                            | <u>Authorized</u>     | <u>Projected</u>       |
|---|-----------------------|------------------------|
| Construction Contract (including Contingency) | \$8,769,257.27        | \$10,556,370.00        |
| Materials Testing (King County)               | \$43,200.00           | \$50,130.00            |
| Inspection Overtime                           | \$25,000.00           | \$25,000.00            |
| Puget Sound Energy Conversion Project         | \$873,500.00          | \$873,500.00           |
| IntoLight Street Lighting                     |                       | \$95,000.00            |
| <b>Total Expenditure</b>                      | <b>\$9,710,957.27</b> | <b>\$11,600,000.00</b> |

| <u>Funding</u>                         | <u>Budget</u>         | <u>Projected</u>       |
|--|-----------------------|------------------------|
| Transportation Improvement Board Grant | \$2,950,560.00        | \$2,950,560.00         |
| WSDOE Stormwater Grant                 | \$887,970.00          | \$887,970.00           |
| Highline Water District Reimbursement  | \$978,742.21          | \$1,037,390.00         |
| Comcast Reimbursement                  | \$111,325.00          | \$147,470.00           |
| City Fund 307 (Transportation CIP)     | \$4,782,360.06        | \$6,576,610.00         |
| <b>Total Funding</b>                   | <b>\$9,710,957.27</b> | <b>\$11,600,000.00</b> |

The authorized construction expenditure is requested to be amended to \$11.6 million. The additional amount needed from the City’s Fund 307 is \$1,794,250. There are sufficient funds available in Fund 307 to approve the expenditure without impacting delivery of other transportation improvement projects. The remaining additional cost would be funded by the reimbursements for the Highline Water District and Comcast utility work.

**ALTERNATIVE(S):** 1) Do not carry the Motion; however, the expenditures are anticipated to exceed the authorized Construction Contract and Contingency amounts by January 2015.

**ATTACHMENTS:** None

**SeaTac City Council**  
**REQUEST FOR COUNCIL ACTION**  
 Department Prepared by: City Manager's Office

**Agenda Bill #: 3659**

**TITLE:** A Motion authorizing the City Manager to enter into a professional services contract with Stewart MacNichols & Harmell Inc., P.S. for indigent defense services.

|   |  |
|---|--|
| November 20, 2014   |  |
| ___ Ordinance ___ Resolution <u>X</u> Motion ___ Info. Only ___ Other |  |
| <b>Date Council Action Requested:</b>                                 | <u>RCM 12/9/2014</u>   |
| <b>Ord/Res Exhibits:</b>  |  |
| <b>Review Dates:</b>  | <u>CSS 11/25/2014</u>  |
| <b>Prepared By:</b>   | <u>Gwen Voelpel, Assistant City Manager and Mark Johnsen, Senior Assistant City Attorney</u> |
| <b>Director:</b>  | <u>[Signature]</u> City Attorney: <u>Mary Mianke Barolo</u>                                  |
| <b>Finance:</b>   | <u>[Signature]</u> BARS #: <u>001.000.03.515.93.41.014</u>                                   |
| <b>City Manager:</b>  | <u>[Signature]</u> Applicable Fund Name: <u>General Fund</u>                                 |

*[Handwritten initials]*

**SUMMARY:** This Motion authorizes the City Manager to enter into a two-year professional services contract with the law firm of Stewart MacNichols & Harmell Inc., P.S. for indigent defense services.

**DISCUSSION / ANALYSIS / ISSUES:** The United States Constitution and the Washington State Constitution require that indigent defendants charged with a crime for which a jail penalty may be imposed be afforded legal representation by a public defender. The City has contracted with Stewart MacNichols & Harmell for indigent defense services since 2007. Their current contract expires December 31, 2014. Staff in the Municipal Court and City Manager's Office reviewed the performance of the Stewart MacNichols & Harmell. Based upon this review, it is proposed that this firm continue providing indigent defense services in our Court. The proposed new contract is two years in duration, from January 1, 2015 through December 31, 2016.

The terms of the proposed contract were determined by researching best practices within other local contracts, including the City of Lakewood and the City of Kent, where Stewart MacNichols & Harmell also provide indigent defense services. The proposed contract is also guided by the recent Washington State Supreme Court rules regarding indigent defense standards and the recent court decisions related to the adequacy of indigent defense services being provided by municipalities. These standards and court decisions, including the adoption of stricter case weighting standards, result in higher indigent defense contract rates commencing in 2015.

Currently, Stewart MacNichols & Harmell are paid \$250 per case upon conclusion. The proposed contract increases this rate to \$275 per case in 2015 and \$300 per case in 2016. There are also other services that are billed in addition to the per case rate. These additional services include appearances at weekly arraignment hearings (\$300 per week), daily jail calendars for in-custody defendants (\$2,000 per month), on-call services for persons seeking legal advice after being arrested for driving under the influence or other non-felony crimes (\$250 per call), appeals to Superior Court (\$750 per case), jury trials (\$500 per jury trial), and additional costs for extra court calendars (\$300 per extra half-day calendar and \$580 per extra full day).

In order to ensure that the City is providing adequate indigent defense services, the proposed contract states that the City will receive regular reports from Stewart MacNichols Harmell, Inc. P.S. These reports will provide the City with information regarding the caseload that attorneys are handling as well as ensuring that the clients have adequate access to their public defender. The City will receive a basic monthly report

as well as a more detailed quarterly report. The reports will be routed to Assistant City Manager for review.

**RECOMMENDATION(S):** It is recommended that the Motion be carried.

**FISCAL IMPACT:** The fiscal impact for this contract is reflected in the adopted 2015-2016 Biennial Budget. The budget includes \$200,000 annually for indigent defense.

**ALTERNATIVE(S):** Request that Staff issue a Request for Proposals for indigent defense services. However, the current contract expires at the end of the year and the City must provide indigent defense services in the interim. Therefore, it would be necessary to contract for these services until the RFP process was complete.

**ATTACHMENTS:** 1. Proposed Contract for Indigent Defense Services.



## AGREEMENT FOR INDIGENT DEFENSE SERVICES

This Agreement is entered into between the City of SeaTac, a Washington municipal Corporation, ("City") and Stewart MacNichols Harmell, Inc. P.S., a Washington professional services corporation, ("Contractor").

### **I. DEFINITIONS**

- A. Attorney. Attorneys shall mean attorneys working for the law firm of Stewart MacNichols Harmell, Inc. P.S., and where appropriate, shall include Rule 9 interns.
- B. Contractor. Contractor shall mean the law firm of Stewart MacNichols Harmell, Inc. P.S., and shall mean each attorney working for the Contractor.
- C. Defendant. Defendant shall mean a person charged with a misdemeanor or gross misdemeanor offense that is filed by the City into the SeaTac Municipal Court, and for whom the Contractor must provide services pursuant to Section III of this Agreement.
- D. Full Time Attorney Equivalent Position. Fulltime attorney equivalent position shall mean 40 hours of attorney services provided pursuant to this Agreement.
- E. Court. Court shall mean SeaTac Municipal Court.

### **II. DURATION OF AGREEMENT**

This Agreement shall terminate on December 31, 2016. However, this Agreement may be extended for up to one additional two year term upon mutual agreement of the parties.

### **III. SCOPE OF WORK AND DUTIES OF CONTRACTOR**

A. Criminal Defense Representation – To Whom Provided. Except in cases in which a conflict of interest exists, Contractor shall provide criminal defense representation to the following:

1. All defendants who are charged with a criminal offense which falls within the jurisdiction of the Court, and for which the Contractor has been appointed by the Court as attorney of record pursuant to the Court's determination of indigence of the defendant.

2. All suspects who are permitted access to a public defender while detained pursuant to an investigation for the offenses of driving under the influence (RCW 46.61.502), driving under twenty-one consuming alcohol (RCW 46.61.503) or physical control of a vehicle under the influence (RCW 46.61.504) for the purposes of consulting with the Contractor prior to deciding whether to provide a sample of breath or blood.

3. All defendants who are not represented by private counsel and who appear for arraignment in the Court.

4. All defendants who, while in the custody of the SCORE Jail Facility, are not represented by private or conflict counsel, who appear before the Court. This also includes defendants appearing before the SeaTac Municipal Court for first appearance/bail hearings

B. Provisional and Temporary Appointments. Contractor shall provide representation of defendants at arraignment and during in-custody hearings despite the fact that Contractor may only be provisionally or temporarily appointed to represent the defendants at arraignment and during the in-custody hearings; provided, that in the event a defendant wishes to enter a plea at arraignment, the Contractor shall request that the court accept the plea only after the defendant is appointed to the Contractor and/or the defendant waives the right to an attorney in manner acceptable to the court.

C. Representation Provided to Defendants Investigated for Driving Under the Influence (RCW 46.61.502), Driving Under Twenty-One Consuming Alcohol (RCW 46.61.503), Physical Control of a Vehicle Under the Influence (RCW 46.61.504) or Another Misdemeanor or Gross Misdemeanor.

Contractor shall be available 24 hours per day, seven days per week, by telephone for the purposes of providing representation to suspects or defendants who are in custody and under investigation for driving under the influence (RCW 46.61.502), driving under twenty-one consuming alcohol (RCW 46.61.503), physical control of a vehicle under the influence (RCW 46.61.504) or any other misdemeanor or gross misdemeanor. Contractor shall provide the SeaTac Police with telephone numbers of its attorneys that provide direct access to the attorneys, and shall keep such telephone numbers up to date. Contractor may designate times in which specific attorneys may be reached, and shall provide the numbers of alternate attorneys if the designated attorney cannot be reached.

D. Complex Litigation. No complex litigation is anticipated by the parties to be included among the services to be provided by the Contractor.

1. Any prosecution for any section of R.C.W. Title 9, Title 9A, Title 10, Title 46, Title 66, Title 69, and the related provisions of the SeaTac Municipal Code are presumed to be not complex.

2. If a particular case is or appears to be unusually involved or could reasonably be expected to require extraordinary time and effort, the Contractor may petition the Court for additional assistance, either through associated counsel, consultants, investigators or other specialized services in order to ensure quality representation of a defendant.

E. Duration of Representation of Defendant. In cases in which the Contractor is appointed as attorney of record, and unless Contractor is permitted by the court to withdraw at an earlier time, Contractor shall represent the defendant at all stages of the criminal process, from the time of appointment by the court as attorney of record through the appeals process (provided that funding for appeals beyond superior court shall be pursuant to the terms of Title 15 of the Rules of Appellate Procedure), as well as during any period in which the court retains jurisdiction over the terms and conditions of any sentence or deferral.

#### **IV. APPEARANCE AT HEARINGS**

Contractor shall appear at all hearings scheduled by the Court in which it represents defendants, as well as all arraignment calendars and all in-custody calendars. Contractor shall provide a sufficient number of attorneys at the various court calendars to ensure that defendants have a sufficient amount of time to consult with the Contractor's attorneys prior to each defendant's case being heard, and to ensure that the court calendars are not delayed due to insufficient staffing of Contractor's attorneys at the calendars.

#### **V. REPRESENTATION OF DEFENDANTS WHILE ON THE RECORD**

A. Representation on Record. Contractor shall be with and actively representing defendant at all times while defendant's case is considered on the court record, and shall adequately inform the defendant of the developments in his or her case such that the defendant proceeds during any court hearing in a knowing, intelligent, and voluntary manner.

B. Regularly Scheduled Court Hearings. The Contractor shall appear in Court on all days in which appointed clients are scheduled to appear in Court. The Court will notify the Contractor what days appointed clients are scheduled to appear in Court. And the Contractor shall be available for the Court dates and times provided unless otherwise notified by the Court. This Contract contemplates regularly scheduled Court Hearings to occur at the following times, and thus Court hearings scheduled at these times will not be subject to payment of additional compensation as set forth in paragraphs XXIX. B and G. of this Contract: every Tuesday and Thursday (mornings at approximately 8:30 a.m. and afternoons at approximately 1:30 p.m.), one day per month for Readiness/Jury Call. The schedule for regularly scheduled court hearings may be modified upon mutual agreement of the Court and Contractor.

B. In Custody Hearings. The Contractor shall appear in Court by way of video on behalf of defendants incarcerated at the SCORE jail. These hearings are generally scheduled Monday through Friday (except days in which the Court is closed) at approximately 11:00 a.m.

#### **VI. DEFENDANT ACCESS TO CONTRACTOR**

A. Contact Prior to Court Hearings. Contractor shall be available to defendants to ensure that defendants are provided with effective assistance of counsel. Defendant access to the Contractor prior to court hearings is paramount. Contractor shall endeavor to confer with defendants about cases prior to court hearings.

B. Toll Free Calls. Defendants shall be provided access to the Contractor by means of a toll-free local call from a SeaTac telephone number made available by the Contractor.

C. Time to Respond. Contractor shall respond to defendant inquiries within a reasonable time to ensure the effective assistance of counsel, whether such inquiries are received by letter, telephone, email, or otherwise.

D. Availability for and Contact with In-Custody Defendants. Contractor shall evaluate the cases of all appointed defendants in the custody of the SCORE Facility, and shall meet with in-custody defendants as the Contractor deems appropriate for providing effective assistance of counsel.

E. Local Office Required. The Contractor has adequate office space located in Kent, Washington. Due to the close proximity of the Contractor's Office to the City, the Contractor is not required to maintain an office in the City of SeaTac. The City shall provide non-exclusive space (such as a meeting room adjacent to the Court lobby) in City Hall for confidential consultation between the Contractor and Defendant, on an occasional basis, and when requested by the Contractor. Such requests by the Contractor shall not be reasonably denied.

F. Client Meetings. At the earliest reasonable time during the representation the contractor will go over with each defendant the following information:

- The Elements of Offense
- The Presumption of Innocence
- The Prosecution's Burden to Prove Each Element
- The Prosecution's Burden to Prove Each Element Beyond a Reasonable Doubt
- Right to Jury Trial
- The Right to a Speedy Trial
- The Right to Present Defense
- That it is Solely Client's Decision to Enter Guilty Plea or Proceed to Trial
- The Maximum Penalty and Mandatory Minimum Penalty
- Any Witness or Other Investigation Issues that Need to be Addressed

At this initial meeting Contractor shall also:

- Assess each Client's Ability to Understand English and Need for an Interpreter
- Assess each Client's Competency
- Assess each Client's Literacy
- Assess each Client's Citizenship and any Immigration Concerns
- Provide Contact Information for SMH and Assigned Attorney

## **VII. QUALITY OF REPRESENTATION**

Contractor shall provide services in a professional and skilled manner consistent with Washington's Rules of Professional Conduct, applicable case law, the Constitutions of the United States and Washington, and the court rules that define the duties of counsel and the rights of defendants. Contractor shall be familiar with any Standards adopted by the Washington State Supreme Court (including but not limited to the Standards for Indigent Defense). At all times during the representation of a defendant, the Contractor's primary responsibility shall be to protect the interests of the defendant.

## **VIII. QUALIFICATIONS OF CONTRACTOR ATTORNEYS - TRAINING**

A. Qualifications. All attorneys employed by Contractor for the purposes of providing the services called for in this contract shall, at a minimum, satisfy the minimum qualifications to practice law as established by the Washington Supreme Court; be familiar with and follow the statutes, court rules, case law and constitutional law applicable to misdemeanor criminal defense work in the state of Washington; be familiar with and abide by Washington's Rules of Professional Conduct; any Standards adopted by the Washington State Supreme Court (including but not limited to the Standards for Indigent Defense); be familiar with the consequences to each particular defendant of any conviction or adjudication including but not limited to jail time, financial penalties, restitution, mental health or drug and alcohol treatment obligations, license suspensions, and immigration or civil commitment implications; be familiar with mental health and substance abuse issues applicable to each defendant; be able to recognize the need for expert services including but not limited to investigators; and be able to satisfy the terms and conditions of this Agreement.

B. Training. For each attorney of the Contractor, a minimum of 21 of the reportable continuing legal education credits per WSBA reporting period shall be in the areas of criminal defense law, criminal process, trial advocacy, legal writing, appellate work, law practice management, or any other subject that, in the opinion of the Contractor, is applicable to providing criminal defense services.

**IX.** *[This Section intentionally left blank]*

**X. DISCOVERY TO BE PROVIDED**

The City shall provide Contractor one (1) copy of all discoverable material concerning each assigned case.

**XI. NUMBER OF ATTORNEYS EMPLOYED**

The Contractor shall provide no less than the number of fulltime equivalent positions so as not to exceed the caseload limitations provided for in this Agreement.

**XII. CASELOAD LIMITS PER FULLTIME EQUIVALENT POSITION**

A. Caseload Limits in General. Contractor shall maintain a caseload such that it can provide each and every defendant effective assistance of counsel as required by this Agreement. A full time equivalent attorney position shall be appointed to no more than 400 cases per year.

B. Meetings Regarding Caseloads. Contractor shall meet with the Court or the City at such times as requested to review caseloads.

C. Case Defined. For the purposes of this section, the term "case" shall mean a group of criminal charges related to a single incident filed against a defendant to which the attorney is appointed by the court, but shall not include temporary or provisional appointments at arraignments or in-custody hearings, appointments by a court at a court hearing for that one

court hearing only, and shall not include pre-filing representation (as provided in Paragraph III (C) of this Agreement).

### **XIII. APPOINTMENT OF PUBLIC DEFENDER**

Screening to determine eligibility for legal representation at public expense will be provided by the Court. Contractor shall be provided written notice of the name, address and phone number of each appointed Defendant, together with the charge and cause number within a reasonable time after determination of eligibility. Receipt of written notice shall constitute appointment to provide legal service to such appointed Defendants. In addition, the SeaTac Municipal Court Judge may order direct appointments of defendants in open court.

### **XIV. REFUSING APPOINTMENTS**

A. Caseload Monitoring. Contractor shall continually monitor the caseload and performance of Contractor as a whole and each attorney providing services pursuant to this Agreement. Contractor shall provide projections at least three months in advance regarding the caseload limits based upon the number of attorneys employed by Contractor and trends in case filings.

B. Caseload Level Shifting. In the event an attorney is handling a caseload such that the attorney is unable to provide effective assistance of counsel to each and every defendant, Contractor shall reduce the caseload of that attorney, and shift the reduced portion of the caseload to another attorney employed by the Contractor.

### **XV. COSTS OF TRANSCRIPTION**

The City agrees to reimburse the Contractor for all reasonable costs associated with obtaining and transcribing trial court records for appeal purposes if such costs have not been waived.

### **XVI. EXTRAORDINARY COSTS INCLUDING EXPERTS AND INVESTIGATORS**

The City shall pay for the following case expenses when reasonably incurred and approved by the Court from funds available for that purpose.

1. Non-routine case expenses requested by the Attorney and preauthorized by Order of the Court. Unless the services are performed by Attorney's staff or subcontractors, non-routine expenses may include, but shall not be limited to:
  - a. investigation expenses;
  - b. medical and psychiatric evaluations;
  - c. expert witness fees and expenses;
  - d. The direct cost of transcriptions;
  - e. any other non-routine expenses the Court finds necessary and proper for the investigation, preparation, and presentation of a case. In the event any expense is found by the Court to be outside of its authority to approve, the Attorney may

apply to the Contract Administrator for approval, such approval not to be unreasonably withheld.

2. Lay witness fees and mileage incurred in bringing defense witnesses to court.

## **XVII. CONFLICTS OF INTEREST**

Contractor shall maintain a database of client information sufficient for the Contractor to determine the existence of any conflicts of interest. In the event representation of a defendant would constitute a conflict of interest, Contractor shall take such action as is appropriate pursuant to the Rules of Professional Conduct. In the event the Contractor is disqualified or excused as counsel of record due to a conflict of interest, Contractor shall not be required to pay any compensation to another attorney assigned to represent the defendant.

## **XVIII. REMOVAL OF ATTORNEY**

A. Removal by Contractor. In the event Contractor determines, through its internal performance monitoring and attorney supervision program that an attorney working for the Contractor fails to comply with the terms of this Agreement, the Contractor shall immediately take action to prevent that attorney from providing the services called for in this Agreement.

## **XXIV. TERMINATION**

A. For Cause. The City or the Contractor may terminate this Agreement immediately in the event the other party breaches the Agreement and such breach is not corrected to the reasonable satisfaction of the injured party in a timely manner after notice of breach has been provided to the other party. Each and every term of this Agreement is material. The failure of any party to comply with any term of this Agreement shall constitute a breach of this Agreement.

B. For Reasons Beyond Control of Parties. Either party may terminate this Agreement without recourse by the other where performance is rendered impossible or impracticable for reasons beyond such party's reasonable control such as, but not limited to, acts of nature; war or warlike operations; civil commotion; riot; labor dispute including strike, walkout, or lockout; sabotage; or superior governmental regulation or control.

C. Without Cause. Either party may terminate this Agreement at any time without cause upon giving the non-terminating party not less than one hundred eighty (180) days prior written notice.

## **XXV. CONTINUATION OF REPRESENTATION AFTER TERMINATION**

In the event of termination of this Agreement, Contractor shall continue representation of defendants to whom Contractor was assigned prior to the termination until such time as another defender has been appointed to represent such defendants. Except in cases in which the Contractor is unable to provide services in conformance with this Agreement, Contractor shall not submit to the court a motion to withdraw from representing defendants to which the

Contractor was assigned until such time as new counsel has submitted a motion to substitute counsel.

#### **XXVI. NON-DISCRIMINATION**

Contractor shall not discriminate in the hiring of employees or the provision of services pursuant to this Agreement.

#### **XXVII. PROOF OF LIABILITY INSURANCE**

During the term of this Agreement the Contractor shall secure and maintain professional services liability insurance with limits of not less than \$1,000,000 per claim and \$1,000,000 annual aggregate and comprehensive general liability insurance with limits of not less than \$2,000,000 per claim and \$2,000,000 annual aggregate. All insurance policies shall be provided by an insurance company licensed to do business in the State of Washington, and the City shall be named as an additional insured on this policy.

#### **XXVIII. INDEMNIFICATION**

Contractor shall indemnify, defend, and hold the City, its elected officials, officers, and employees harmless from any and all claims whatsoever related to or arising from the performance of the Contractor's obligations pursuant to this Agreement, including but not limited to claims arising out of the errors and omissions of the Contractor relating to the representation or lack of representation of clients, and/or by reason of accident, injury, or death caused to any persons or property of any kind occurring during the performance or lack thereof of the work required by this Agreement, or traveling to or from any place to perform the work required by this Agreement, except to the extent they are caused by the sole negligence of the City. The failure of the Contractor to carry insurance in a quantity sufficient to defend a claim or lawsuit or cover any judgment that results shall not operate to limit the Contractor's indemnification or defense of the City. This indemnification section shall survive the expiration or termination of this Agreement.

#### **XXIX. COMPENSATION**

A. Payment for Services. The Contractor shall be compensated by the City at the rate of Two Hundred and Seventy Five Dollars (\$275.00) per disposition as set forth in paragraph I., below, for cases in which a disposition occurs in 2015 and Three Hundred Dollars (\$300.00) per disposition as set forth in paragraph I., below, for cases in which a disposition is occurs in 2016. Such compensation shall encompass all legal services from the date of appointment (except jury trials and appeals), including sentencing hearings, post sentence motions, and review hearings.

B. Jury Trials. The Contractor shall be compensated by the City an additional Five Hundred (\$500.00) for each jury trial. For purposes of this section, jury trials include any matter in which 1) a jury is empanelled, or 2) the matter is continued over the defense



objection, or 3) the Prosecution does not notify the Contractor that a case set for jury trial will be dismissed at least thirty-six hours prior to the scheduled jury trial.

C. Bench Trials. The Contractor shall be compensated by the City an additional Two Hundred and Fifty (\$250.00) per bench trial that does not occur on a regular Tuesday or Thursday.

D. RALJ Appeals. The Contractor shall be compensated at an additional Seven Hundred Fifty Dollars (\$750.00) per RALJ appeal to the Superior Court in which a brief is filed by the Contractor.

E. Arraignment Calendars. The Contractor shall be compensated an additional Three Hundred Dollars (\$300.00) for each Wednesday morning arraignment calendar in which the Contractor appears.

F. In Custody Calendars. The Contractor shall be compensated an additional Two Thousand Dollars (\$2,000.00) per month for providing coverage at in-custody calendars pursuant to paragraph V.C.

G. Additional Calendars. The Contractor shall be compensated an additional Three Hundred Dollars (\$300.00) for a half-day calendar, and Five Hundred and Eighty Dollars (\$580.00) for a full day calendar, for additional court dates that are not outlined in paragraph V.B. of this Contract.

H. Twenty-Four (24) Hour Breath Test Advice. The Contractor shall be compensated an additional Two Hundred Fifty Dollars (\$250.00) for providing services pursuant to paragraph III.C. of this Contract.

I. Payment Upon Case Disposition. Payment for cases under paragraph XXIX (A) shall be made at the point of case disposition. For purposes of this contract, "case disposition" shall mean either: 1) dismissal of all charges against the defendant; 2) entry of a finding and judgment of guilty against the defendant; regardless of whether sentence was imposed; 3) Entry of a stipulated order of continuance; 4) Entry of a deferred prosecution pursuant to R.C.W. 10.05; 5. Finding of not guilty by the Court or a jury; 5) cases where Contractor is appointed and a defendant subsequently retains private counsel; 6) cases where a defendant has died; 7) cases where a defendant is appointed to Contractor, fails to appear for a hearing, and remains in failure to appear status for at least ninety (90) days attorney may bill as a disposition.

J. Billing. The Contractor shall bill the City indicating the requested compensation under the terms of this Contract. Each billing shall include the name of each defendant for whom payment is sought as a result of case disposition, as well as the citation number and date of case disposition.

K. Payment. The City shall make payments within 30 days of receipt of Contractors bill. Except as provided elsewhere in this Agreement, the payment set forth in this section shall be

inclusive of administrative costs, support costs, and all costs associated with the conduct of the Contractor's business.

**XXX. SUBCONTRACTING PROHIBITED**

Except in extraordinary circumstances, Contractor shall not subcontract with another attorney or law firm to provide the services required herein. Contractor shall remain directly involved in and responsible for the representation of all assigned defendants.

**XXXI. ASSIGNMENT PROHIBITED**

No assignment or transfer of this Agreement or of any interest in this Agreement shall be made by either of the parties, without prior written consent of the non-assigning party.

**XXXII. AGREEMENT APPLICABLE TO ALL EMPLOYEES AND VOLUNTEERS**

The Performance Obligations of this Agreement shall apply to all persons who are employed by, or who volunteer for, the Contractor, including but not limited to attorneys, interns, paralegals, office assistants, secretaries, and investigators. Any other provisions apply to the Contractor and its shareholders and/or partners.

**XXXIII. STATUS OF CONTRACTOR AS INDEPENDENT CONTRACTOR AND NOT EMPLOYEE**

This Agreement calls for the performance of the services of the Contractor as an independent contractor and Contractor will not be considered an employee of the City for any purpose. Contractor shall secure at its own expense and be responsible for any and all payment of income tax, social security, state disability insurance compensation, unemployment compensation, worker's compensation, and all other payroll deductions for the Contractor and its officers, agents, and employees and the costs of all professional or business licenses in connection with the services to be performed hereunder. Contractor shall be solely responsible for any and all claims or lawsuits filed against Contractor by personnel employed by the Attorney related to the conditions or terms of employment by the Contractor, and the Contractor shall defend, indemnify, and hold harmless the City and its employees and officers from any such claims or lawsuits. Contractor further agrees that its employees are not considered employees of the City for the purposes of participating in any state or federal program, including but not limited to the retirement program provided by the Washington Department of Retirement Services, and in the event that a claim is made to the contrary by any employee or volunteer of the Contractor, Contractor shall defend, indemnify, and hold harmless the City and its employees and officers from any such claims or lawsuits and shall pay all awards ordered against the City for such claims or lawsuits.

**XXXIV. ADDITIONAL SERVICES**

Contractor may be requested to perform additional services beyond the scope of services of this Agreement. Such work will be undertaken only upon written authorization of the City based upon an agreed amount of compensation.

**XXXV. CITY CONTRACT ADMINISTRATOR- CONTRACT OVERSIGHT**

A. This agreement shall be managed and monitored by the City Manager's Office. All notices and other written documentation shall be sent to the parties at the following addresses unless otherwise requested in writing:

City of SeaTac  
Assistant City Manager  
4800 South 188<sup>th</sup> Street  
SeaTac, WA 98188

N. Scott Stewart  
Stewart MacNichols Harmell, Inc. P.S.  
655 W. Smith Street  
Kent, WA 98032

B. Contractor shall maintain a case reporting and case management information system and shall submit to the Assistant City Manager on a monthly basis or as otherwise requested the following reports as a condition of payment:

1. Reports regarding caseload, which shall contain the following information:

- i. The number of cases to which the Contractor was appointed
- ii. The names of defendants to which the Contractor was appointed
- iii. The case number
- iv. The date of appointment
- v. The charge(s) filed against the defendant
- vi. The number of appellate level cases pending

2. Quarterly Reports. Beginning with Contractor's March 2015 billing to the City, Contractor will submit quarterly reports which will include:

- i. The number of appellate cases filed during the preceding quarter;
- ii. The average number of cases appointed per full time attorney equivalent by Contractor over the reporting period;
- iii. The number of cases each attorney has been assigned during the preceding quarter;
- iv. The number of cases each attorney has been assigned year to date;
- v. The supervising attorney employed by the Contractor shall randomly select ten files assigned to each attorney providing services under this contract during the preceding three months. For each of these ten files Contractor will provide evidence to the Assistant City Manager that Contractor is in compliance with its duties pursuant to Article VI, F of this Agreement.

3. Contractor shall have no obligation to disclose information to the City that would operate to compromise any attorney-client privilege when providing these reports.

**XXXVI. ENTIRE AGREEMENT – AMENDMENTS**

This instrument contains the entire Agreement between the parties for the contemplated work and services to commence January 1, 2015, and it may not be enlarged, modified, altered, or amended except in writing signed and endorsed by the parties.

**XXXVII. DUPLICATE ORIGINALS**

This Agreement is executed in duplicate originals.

**XXXVIII. EFFECTIVE DATE**

The terms of this Agreement shall take effect on January 1, 2015.

CITY:  
**City of SeaTac**

ATTORNEY:  
**Stewart MacNichols  
Harmell, Inc., P.S.**

\_\_\_\_\_  
Print Name: Todd Cutts  
Title: City Manager  
Dated: \_\_\_\_\_

\_\_\_\_\_  
Print Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Dated: \_\_\_\_\_

APPROVED AS TO FORM:

\_\_\_\_\_  
City of SeaTac Legal Department

**SeaTac City Council**  
**REQUEST FOR COUNCIL ACTION**

Department Prepared by: Municipal Court

Agenda Bill #: 3660

**TITLE:** A Motion authorizing the City Manager to sign an Interlocal Agreement between the City of Tukwila and SeaTac Municipal Court for probation services.

November 4, 2014

|  |  |
|--|--|
| <input type="checkbox"/> Ordinance <input type="checkbox"/> Resolution <input checked="" type="checkbox"/> Motion <input type="checkbox"/> Info. Only <input type="checkbox"/> Other |  |
| Date Council Action Requested: <u>RCM 12/9/2014</u>  |  |
| Ord/Res Exhibits: _____  |  |
| Review Dates: <u>CSS: 11/25/2014</u>   |  |
| Prepared By: <u>Gail Cannon</u>  |  |
| Director: <u><i>Gail Cannon</i></u>  | City Attorney: <u><i>Mary Munkel Bartolo</i></u> |
| Finance: <u><i>Bob Roepke for Alletti</i></u>  | BARS #: <u>001.000.02.523.30.51.028</u>          |
| City Manager: <u><i>Todd Cutler</i></u>  | Applicable Fund Name: <u>General Fund</u>        |

*MB*

**SUMMARY:** This Motion authorizes the City Manager to sign an Interlocal Agreement (ILA) between the City of Tukwila and SeaTac Municipal Court allowing Tukwila Municipal Court to provide probation monitoring service for SeaTac Municipal Court cases.

**DISCUSSION / ANALYSIS / ISSUES:** SeaTac Municipal Court's current ILA with the Tukwila Municipal Court to provide Probation Services for SeaTac Municipal Court offenders expires December 31, 2014. The Court is requesting the Interlocal Agreement be extended for an additional two years, through December 31, 2016. Tukwila Municipal Court Probation (Tukwila Probation) currently monitors offenders that are on probation with SeaTac Municipal Court. Tukwila Probation helps offenders succeed by providing resources and guidance, provides the court with accurate and timely reports, holds offenders accountable for their behavior, and assesses offenders so that supervision can be provided at the appropriate classification level. In addition to providing both Active and Monitored offender supervision, Tukwila Probation offers Jail Alternative programs that include Day Reporting, Electronic Home Monitoring, Work Crew, and Community Service options.

**RECOMMENDATION(S):** It is recommended that the City Council carry this Motion.

**FISCAL IMPACT:** 2015 and 2016 Probation Services expenses and revenue are incorporated in the City's Biennial Budget. Under RCW 10.64.120 and ARLJ 11.3 all revenues raised from probationers paying the assessment for probation services shall be used to fund probation programs. Revenue received from probation fee payments in 2015 and 2016 is projected to cover probation and jail alternative services expenses.

**ALTERNATIVE(S):** Do not carry the Motion. However, the City would need to determine a way to provide these services.

**ATTACHMENTS:** 1) Proposed Interlocal Agreement.

**INTERLOCAL AGREEMENT BETWEEN THE  
CITY OF TUKWILA AND THE CITY OF SEATAC FOR  
PROBATION SERVICES**

THIS INTERLOCAL AGREEMENT (“Agreement”) is made and entered into pursuant to the Interlocal Cooperation Act, Chapter 39.34 of the Revised Code of Washington, by and between the City of Tukwila (“Tukwila”) and the City of SeaTac (“SeaTac”), for SeaTac’s utilization of Tukwila’s Probation Services (“Service”).

WHEREAS, Tukwila currently provides Probation Services (the “Service”) for its Municipal Court;

WHEREAS, SeaTac desires to avail itself of the Service;

NOW, THEREFORE, in consideration of the terms and provisions herein, it is agreed by and between Tukwila and SeaTac as follows:

1. Statement of Purpose. The purpose of this agreement is to define the parameters of SeaTac’s utilization of Tukwila’s Probation Services, which is administered by Tukwila Municipal Court.
2. Scope of Services. SeaTac hereby engages Tukwila to perform the services described in Exhibit A, Scope of Services, attached hereto and incorporated herein. During the term of this Agreement SeaTac or Tukwila may request changes in the Scope of Services. Any such change requires the mutual agreement of the parties and shall be effective upon execution of a written amendment.
3. Compensation. SeaTac agrees to pay the costs and fees set forth in Exhibit B, Cost and Fee Schedule, attached hereto and incorporated herein. Tukwila shall submit a monthly invoice to SeaTac Municipal Court for all probation services and administrative costs due. Payment shall be due within 30 days of the date of the invoice.
4. Duration. This Agreement shall take effect on January 1, 2015 and shall remain in effect through December 31, 2016.
5. Termination. Either party may terminate this Agreement by giving thirty (30) days written notice of termination to the other party. In the event that this Agreement terminates prior to December 31, 2016, SeaTac Municipal Court will invoice Tukwila Municipal Court within 30 days of termination of the Agreement for reimbursement for services paid by SeaTac Municipal Court but not yet rendered by Tukwila Municipal Court. Such invoice should include a detailed list of case numbers and defendants names.

6. Amendments. This agreement may be changed only by written amendment between SeaTac and Tukwila. Both parties will cooperate in preparing any documentation necessary to seek approval or to amend this agreement.
7. Independent Contractors. This Agreement shall not constitute, create, or otherwise imply an employment, joint venture, partnership, agency or similar arrangement. Each party to this Agreement shall act as an independent contractor, and neither party shall have the power to act for or bind the other party except as expressly provided for herein.

No income, social security, state disability or other federal or state payroll tax shall be deducted from payments made to Tukwila under this Agreement. Tukwila's services shall be exempt from State sales, use or similar taxes.

Tukwila may provide services to others during the same period Tukwila provides service to SeaTac under this Agreement.

8. Indemnification.
  - A. SeaTac shall indemnify and hold harmless Tukwila and its officers, agents and employees or any of them from any and all claims, actions, suits, liability, loss, costs, expenses and damages of any nature whatsoever, by any reason of or arising out of any negligent act or omission of SeaTac, its officers, agents and employees, or any of them relating to or arising out of the performance of this Agreement; and if final judgment be rendered against Tukwila and its officers, agents and employees or any of them, or jointly against the Tukwila and SeaTac and their representative officers, agents and employees, or any of them, SeaTac shall satisfy the same to the extent that such judgment was due to SeaTac's negligent act or omissions.
  - B. Tukwila shall indemnify and hold harmless SeaTac and its officers, agents and employees, or any of them from any and all claims, actions, suits, liability, loss, costs, expenses and damages of any nature whatsoever, by any reason of or arising out of any negligent act or omission of Tukwila, its officers, agents and employees, or any of them relating to or arising out of the performance of this Agreement; and if final judgment be rendered against SeaTac and its officers, agents and employees or any of them, or jointly against SeaTac and Tukwila and their representative officers, agents and employees, or any of them, Tukwila shall satisfy the same to the extent that such judgment was due to the Tukwila's negligent act or omissions.
9. Governing Law and Venue. This Contract shall be governed by the laws of the State of Washington both as to interpretation and performance. Venue shall be in Superior Court in the State of Washington for King County.

10. Severability. If any provision of the Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions shall nevertheless continue in full force without being impaired or invalidated in any manner.
11. Correspondence and Notices. All correspondence and notices related to this agreement shall be delivered or mailed to the following addresses:
- Tukwila: Tukwila Municipal Court  
6200 Southcenter Blvd.  
Tukwila, WA 98188
- SeaTac: SeaTac Municipal Court  
4800 South 188<sup>th</sup> Street  
SeaTac, WA 98188
12. Interlocal Cooperation Act Provisions. It is not intended that a separate legal entity be established to conduct this cooperative undertaking. No special budget or funds are anticipated, nor shall any be created. The parties are each responsible for their own finances in connection with this Agreement, and nothing in this Agreement shall be deemed or construed otherwise. The parties do not intend to acquire, hold, or dispose of any real or personal property pursuant to this Agreement.

IN WITNESS WHEREOF SeaTac and Tukwila have executed this Agreement this \_\_\_\_\_ day of November 2014.

Tukwila Municipal Court

SeaTac Municipal Court

\_\_\_\_\_  
Kimberly Walden, Presiding Judge  
Date:

\_\_\_\_\_  
Elizabeth Bejarano, Presiding Judge  
Date:

City of Tukwila

City of SeaTac

\_\_\_\_\_  
Jim Haggerton, Mayor  
Date:

\_\_\_\_\_  
Todd Cutts, City Manager  
Date:



Approved as to Form:

Approved as to Form:

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City Attorney

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City Attorney

## **EXHIBIT A**

### **SCOPE OF SERVICES Tukwila Probation Services**

#### **Tukwila agrees to provide the following services:**

To the degree permitted by law and ordered by SeaTac Municipal Court:

1. Provide supervised probation, monitored probation, deferred prosecution monitoring, and Pre-Sentence Investigations as ordered by the SeaTac Municipal Court ("Court").
2. Provide Jail Alternative services as ordered by the Court, including day reporting, community work, and electronic home detention.
3. Attend review calendars at the Court on the first (1<sup>st</sup>) Thursday of each month.
4. Assist the Court Administrator in developing a policy and procedure manual for SeaTac Probation.

#### **SeaTac agrees to provide the following services under this Agreement:**

1. Provide Tukwila access to CaseloadPro case management system for two users.
2. Provide Tukwila with two key cards for access to Court offices.
3. Provide an appropriate meeting space in SeaTac City Hall for Tukwila Probation Services to use as an alternate location.
4. Provide Tukwila with JIS user names and passwords for all Tukwila Probation Services staff.
5. Refer all appropriate cases to Tukwila for the provision of those services indicated by this Agreement.
6. Provide payment to Tukwila for services rendered pursuant to Exhibit B, Costs.
7. Provide internet and JIS access to Tukwila Probation while performing services for SeaTac Municipal Court. Access includes but is not limited to hearings while in the SeaTac courtroom, and/or on SeaTac property.

## EXHIBIT B

### COST AND FEE SCHEDULE

#### PAYMENTS TO TUKWILA

SeaTac shall be charged the following amounts for Tukwila Probation Services:

**Probation Services:**

|                      |                             |
|----------------------|-----------------------------|
| Supervised Probation | \$300.00 per case, per year |
| Monitored Probation  | \$200.00 per case, per year |

|                      |                    |
|----------------------|--------------------|
| Deferred Prosecution | \$1200.00 per case |
|----------------------|--------------------|

|                            |                   |
|----------------------------|-------------------|
| Pre-Sentence Investigation | \$150.00 per case |
|----------------------------|-------------------|

**Jail Alternative Fees:**

|              |                  |
|--------------|------------------|
| Referral Fee | \$25.00 per case |
|--------------|------------------|

|               |                           |
|---------------|---------------------------|
| Day Reporting | \$10.00 per case, per day |
|---------------|---------------------------|

|                |                           |
|----------------|---------------------------|
| Community Work | \$10.00 per case, per day |
|----------------|---------------------------|

|   |  |
|---|--|
| Electronic Home Detention (alcohol related) | \$15.50 per case, per day plus<br>\$10.00 one-time processing<br>fee |
|---|--|

**Administrative Costs**

|                                      |                    |
|--------------------------------------|--------------------|
| Monthly Probation Administrative Fee | \$200.00 per month |
|--------------------------------------|--------------------|

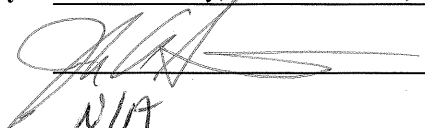


# SeaTac City Council

## REQUEST FOR COUNCIL ACTION

Department Prepared by: CED

Agenda Bill #: 3651

**TITLE:** An ORDINANCE readopting Section 15.41 of the SeaTac Municipal Code, regarding interim development regulations applicable to properties located within the Interim Angle Lake Station Area, and entering findings of fact supporting the readoption of interim standards.

|  |   |
|--|---|
| October 29, 2014   |   |
| <input checked="" type="checkbox"/> Ordinance <input type="checkbox"/> Resolution <input type="checkbox"/> Motion <input type="checkbox"/> Info. Only <input type="checkbox"/> Other |   |
| Date Council Action Requested: <u>RCM - 12/09/14</u>   |   |
| Ord/Res Exhibits: _____  |   |
| Review Dates: <u>Planning Commission 11/18/14; CSS 11/12/14</u>  |   |
| Prepared By: <u>Kate Kaehny, Senior Planner, Steve Pilcher, Planning Manager, Joseph Scorcio, CED Director</u>   |   |
| Director:   | City Attorney:  |
| Finance: <u>N/A</u>  | BARS #: <u>N/A</u>  |
| City Manager:   | Applicable Fund Name: <u>N/A</u>  |

377  
KA

**SUMMARY:** The proposed Ordinance extends interim zoning overlay standards to be applied to the Interim Angle Lake Station Area by readopting Chapter 15.41 of the SeaTac Zoning Code, which includes the designation of the boundaries where these interim standards will continue to apply. These standards will remain in effect for a period of six months while the Station Area Plan is completed and permanent implementing standards are developed. The final boundaries of the station area will be defined through the planning process, which is anticipated to be completed in early 2015. Permanent standards are anticipated to be developed by June 30, 2015, the expiration date of these extended interim standards. Should additional time be required to develop the final standards, another extension may be requested.

**DISCUSSION / ANALYSIS / ISSUES:** Sound Transit continues with construction of an extension of light rail service to South 200<sup>th</sup> St. at 28<sup>th</sup> Ave. South, where the Angle Lake Station will be constructed. Sound Transit will also be constructing a parking garage, plaza and retail space on a triangular shaped parcel bound by 26<sup>th</sup> and 28<sup>th</sup> Avenues South and South 200<sup>th</sup> St. Light rail service is anticipated to begin in late 2016.

During the last year, staff has worked extensively with members of the business and residential communities to create a plan to promote transit-oriented development within the Angle Lake station area. The plan will include recommendations for implementing development standards. Readopting and extending the interim standards will allow for the completion of the plan in early 2015, and the development of permanent implementing standards.

The proposed interim standards do not change existing zone districts found within the Interim Station Area, but as a zoning overlay, will restrict certain land-intensive uses that are allowed within some of those zone districts. Some other uses will be required to receive approval through an Administrative Conditional Use Permit process to ensure they are compatible with the future of the area in terms of location and design. (One ACUP has been issued to date). The interim standards were determined to be the minimum necessary to protect the area from uses that could potentially be at odds with future transit oriented development expected to occur within the station area.

A Public Hearing will be held prior to Council Action, which is required by State Law for readoption of interim development regulations. Since this Ordinance extends the interim development regulations, it can

be in effect for no longer than six months. If the final regulations are not ready for adoption at the end of the six month period, the Council would need to readopt the interim regulations or they would expire.

**RECOMMENDATION(S)**: It is recommended that the proposed Ordinance be adopted. On November 18, 2014, the Planning Commission voted to recommend that the City Council readopt the proposed Ordinance.

**FISCAL IMPACT**: None.

**ALTERNATIVE(S)**: 1) Do not adopt the proposed Ordinance; 2) Remand to the Planning Commission for further analysis and consideration; 3) Amend the proposed Ordinance before passage.

**ATTACHMENTS**: None.

**ORDINANCE NO. \_\_\_\_\_**

AN ORDINANCE of the City Council of the City of SeaTac, Washington, readopting Section 15.41 to the SeaTac Municipal Code, regarding interim development regulations for properties located within the Interim Angle Lake Station Area, and entering findings of fact supporting adoption of interim regulations.

**WHEREAS**, Sound Transit is currently extending light rail service to South 200<sup>th</sup> St. at 28<sup>th</sup> Ave. South, where a light rail station is being constructed; and

**WHEREAS**, light rail service to the new Angle Lake Station is anticipated to begin in late 2016; and

**WHEREAS**, transit oriented development in the Angle Lake Station Area would create significant economic opportunities which would benefit the City and its residents, help provide for creation of a mix of possible transportation improvements, housing, retail facilities, and public and private service facilities; and

**WHEREAS**, one of the six goals for 2013 established by the City Council is to “Foster a positive business environment and aggressively pursue economic development opportunities to attract and retain businesses and jobs while maintaining reasonable laws and regulations;” and

**WHEREAS**, one of the six goals for 2013 established by the City Council is to “Plan and construct infrastructure improvements in the South 200<sup>th</sup> Street Light Rail Station Area that increase the viability of commercial development while also engaging in strategic urban planning efforts to determine the highest and best land uses in this area, incorporating input from SeaTac residents and adjacent businesses, as well as the development community;” and

**WHEREAS**, review and consideration of interim development regulations for the Angle Lake Station Area is included in the adopted 2013-2014 Work Program for the Planning Commission; and

**WHEREAS**, the City Council finds that transit oriented development in the Angle Lake Station Area will be in the public interest; and

**WHEREAS**, current zoning in the area of this future light rail station allows a variety of public, residential, commercial and industrial uses; and

**WHEREAS**, some uses allowed within those zones may be incompatible with transit oriented development; and

**WHEREAS**, readopting interim standards will provide time for the completion of a community-supported plan that will define the Angle Lake Station Area, address its future development and result in recommendations for permanent development standards that reflect input from residents, business owners and area stakeholders; and

**WHEREAS**, RCW 36.70A.390 allows adoption of an interim zoning ordinance for a period of up to six (6) months; and

**WHEREAS**, the current interim development standards for the Interim Angle Lake Station Area expire on December 31, 2014; and

**WHEREAS**, City staff and the Planning Commission are about to complete a planning study/process for the Angle Lake Station Area; and

**WHEREAS**, on August 27, 2013, City staff transmitted a copy of the proposed standards to the Washington State Department of Commerce for review and comment, pursuant to RCW 36.70A.106 and no comments have been received from any state agency; and

**WHEREAS**, the City's SEPA Responsible Official issued a Determination of Nonsignificance regarding the proposed standards on September 12, 2013 and no appeal of that decision has been filed; and

**WHEREAS**, the Planning Commission on November 18, 2014, has recommended the

interim standards be readopted by the Council; and

**WHEREAS**, notice of the December 9, 2014 public hearing on the interim standards was advertised as legally required; and

**WHEREAS**, the City Council held a public hearing on December 9, 2014, as required by RCW 35A.73.220 and RCW 36.70A.390 to readopt the Interim Standards; and

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SEATAC, WASHINGTON DO ORDAIN as follows:**

**Section 1.** Readopts Chapter 15.41 to the SeaTac Municipal Code, to read as follows:

**Chapter 15.41 Interim Angle Lake Station Area Overlay Standards**

**Sections:**

**15.41.010 Purpose**

These interim zoning standards are established for the Interim Angle Lake Station Area for the period of time while an area plan and implementing regulations are developed. These interim standards are intended to limit land uses and development that could hinder transit oriented development while maintaining development opportunities for a wide range of transit supportive uses.

**15.41.020 Authority and Application**

A. The provisions of this chapter shall apply to the Interim Angle Lake Station Area as delineated in the Interim Angle Lake Station Area Map (See SMC 15.41.050). This Chapter does not change the existing zone districts found within the Interim Angle Lake Station Area. Existing regulations in SMC Title 15, including SMC Chapter 15.12 – Zone Classification Use Charts and SMC 15.13.110 - Special Standards for the CB-C, ABC, UH-UCR and O/CM Zones shall apply to the extent not modified by this Chapter.

B. The provisions of this chapter shall apply to all development meeting one (1) or more of the following thresholds:

1. All new construction requiring a building permit;
2. Major Redevelopment as defined in SMC 15.10.396;



3. Additions or alterations to a building or site, excluding interior-only improvements, which equal fifty percent (50%) or greater of total assessed value (land and improvements).
- C. The provisions of this chapter shall not apply retroactive to the effective date of the adopting ordinance for:
1. All existing land uses and project permit applications that have been determined to be complete per SMC 16A.07.030, prior to the effective date of these standards shall be considered under the prior zoning standards.
  2. Any pending applications or approvals that have been properly vested in accordance with the provisions of RCW 36.70A and RCW 36.70B, or applicable Washington State case law.

**15.41.030 Port of Seattle Property within the Interim Station Area exempt**

This Chapter does not apply to properties owned by the Port of Seattle because they are covered by the 2005 Interlocal Agreement (ILA-2).

**15.41.040 Intent**

The intent of these interim standards is to:

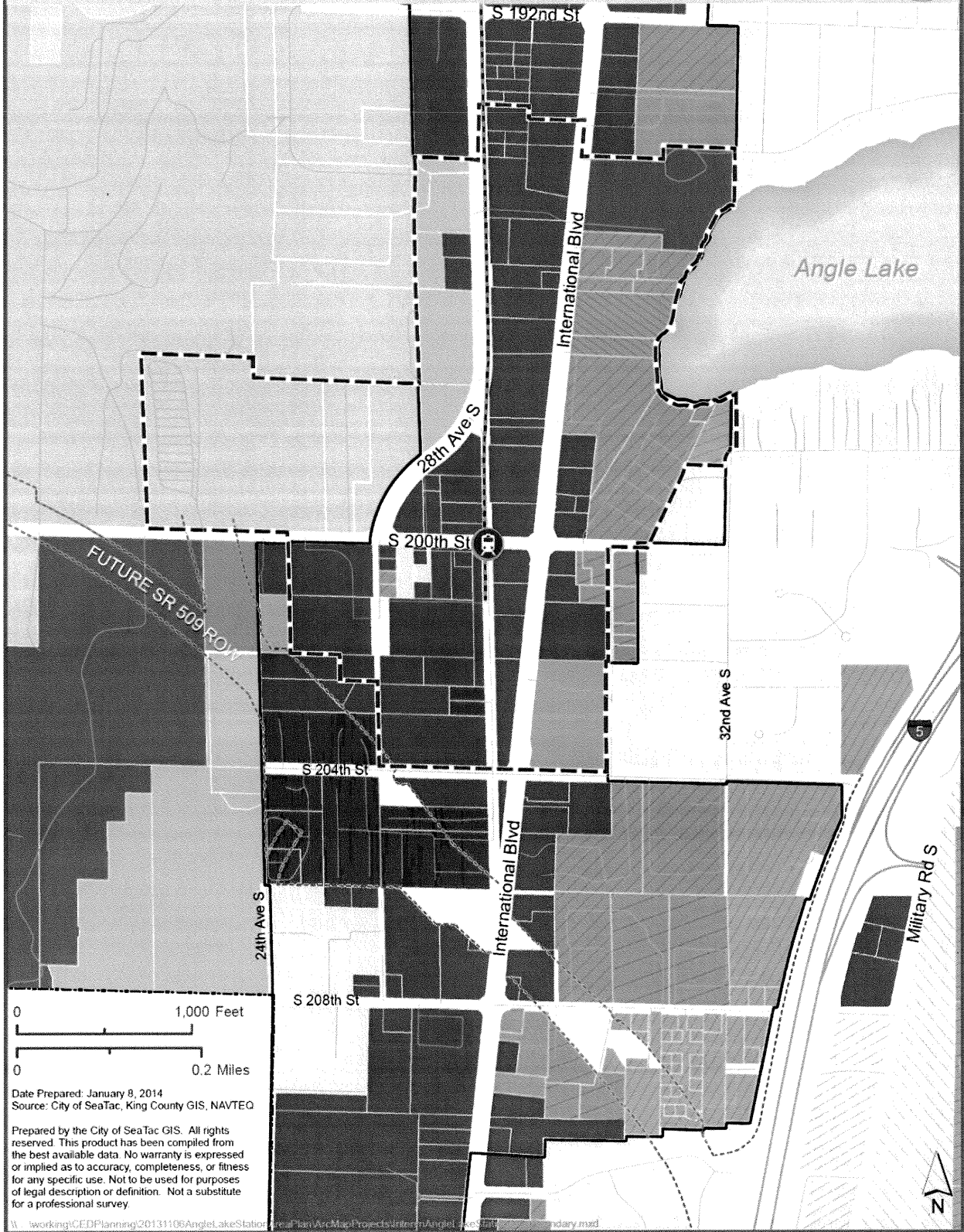
- Promote the development of a dynamic, mixed-use district of appropriate scale and magnitude surrounding the Angle Lake Station site;
- Stimulate real estate development within the interim station area that promotes long-term transit oriented development;
- Provide for a variety of housing types;
- Create an active, interesting, and interconnected pedestrian environment that facilitates access between the Angle Lake Station site and nearby residential, commercial, civic, recreational and institutional uses;
- Provide for connectivity of streets in the vicinity of the Angle Lake Station;
- Design and arrange structures, buildings, streets and open spaces to create an inviting, walkable, human-scale environment;
- Provide a sufficient density of employees, residents, and other users to support transit use;

- Stimulate light rail access to the international airport and to businesses and residences in other light rail station areas within the city;
- Reduce dependence on automobile use by increasing the use of transit, providing opportunities for alternative modes of travel, and encouraging pedestrian and bicycle commuting.

**15.41.050 Interim Angle Lake Station Area Overlay Map**

The provisions of this chapter shall apply to the area delineated in this figure.

# INTERIM ANGLE LAKE STATION AREA



**15.41.060 Prohibited Uses**

- A. The following uses are prohibited within the Interim Angle Lake Station Area, because they are determined to not be consistent with transit oriented development or the intent of these standards. If the use lawfully existed prior to the effective date of these standards and became non-conforming due to these standards, then the existing use shall be considered legal non-conforming.
1. Automobile towing/storage operation
  2. Cold storage plants;
  3. Commercial equipment and construction, sales, service and rental of equipment;
  4. Junk yards and motor vehicle wrecking yards;
  5. Manufactured home sales;
  6. Recycling center;
  7. RV parks and campgrounds;
  8. Solid waste transfer stations;
  9. Warehousing and distribution.

**15.41.070 Administrative Conditional Uses**

- A. The uses listed in section 15.41.070 (B) below shall be considered conditional uses within Interim Angle Lake Station Area, because depending on location and design, they may not be compatible with transit oriented development or the intent of these standards. The Community and Economic Development Director may approve these uses, subject to the criteria found in Section 15.41.070 (C). Administrative Conditional Use Permits shall be processed as Type II Permits pursuant to SMC 16A.03, Development Review Code.
- B. The following uses shall only be allowed subject to the granting of an Administrative Conditional Use Permit:
1. Automobile and other motorized vehicle uses such as auto supply store, auto repair, auto rental and sales;
  2. Boat sales, repair and leasing;
  3. Car washes;
  4. Cemeteries, funeral homes and mortuaries;
  5. Commercial Marine Supply;
  6. Drive-through facilities;
  7. Furniture store;
  8. Gas station/service stations;
  9. Miscellaneous Equipment Rental;
  10. Public/private parking as a primary use;
  11. Truck terminal.

C. An Administrative Conditional Use Permit may be granted by the Community and Economic Development Director, subject to the following criteria:

1. The design of the project is compatible with the architecture and urban design elements found in Section 15.41.100;
2. The use will provide a minimum density of one employee for every 500 sq. ft. of gross floor area, exclusive of any parking facilities;
3. The use will be built in a compact form or manner to minimize the amount of land occupied;
4. The design will provide buildings that emphasize pedestrian access, comfort and visual interest, with safe separation from vehicle access to the site.

An applicant bears the burden of proof in demonstrating that the proposed use and development is consistent with the intent of these standards as found in Section 15.41.040.

**15.41.080 Unclassified Uses**

Any use that is not classified in SMC 15.12 – Zone Classification Use Chart shall follow SMC 15.12.011 – Classification of Unlisted Uses and Clarifications to determine if the proposed use is compatible within the Interim Angle Lake Station Area.

**15.41.090 Departures**

A. In order to provide greater flexibility and creativity of project designs, departures from the underlying zoning standards may be permitted, subject to the approval of the Director of Community and Economic Development upon finding that:

1. The strict interpretation or application of the underlying zoning standards would be inconsistent with the goals of these interim station area standards; and
2. It can be shown that the departure request would provide an equal or greater value to the overall project design.

B. In order to have a departure be considered, an applicant must complete the City of SeaTac Departure Worksheet. A separate worksheet is required for each departure request.

**15.41.100 Architecture and Urban Design**

These architecture and urban design elements are intended to augment and be used in conjunction with the applicable standards of the underlying zone.

- A. Building design elements, details and massing create a well proportioned and unified building form and exhibit an overall architectural concept.

- B. Primary building entrances are clearly visible from the street with buildings placed at the minimum front yard setback to the maximum extent possible.
- C. Provide convenient and attractive access to building entries to ensure comfort and security; provide sufficient lighting for pathways and entries; and provide weather protection for entry areas. Find opportunities for creating lively, pedestrian-oriented open space.
- D. Incorporate architecturally varied façade treatments that convey a sense of place.
- E. Incorporate human scale architectural features, elements and details.
- F. Exterior finish materials complement the building’s architectural character and include, but are not limited to, brick, concrete, metal, masonry units, cast stone, natural stone tile, stucco-panels, wood, or concrete board.
- G. Use architectural features to reduce building scale such as:
  - 1. Landscaping;
  - 2. Trellis;
  - 3. Complementary materials;
  - 4. Accent trim; or
  - 5. Modulation or articulation
- H. Avoid large blank walls facing the street, especially near sidewalks. Where blank walls are unavoidable, provide design treatment to increase pedestrian comfort and interest.
- I. Sidewalks are required along street frontages to provide connectivity and are wide enough to accommodate the volume and type of pedestrian traffic expected in the area.
- J. Overall design needs focus on the creation of a pleasant environment for the pedestrian so that pedestrian routes, such as sidewalks, are buffered from streets and parking facilities by locating buildings close to the sidewalks, by lining trees along the street, by buffering the sidewalk with landscaping and using pedestrian scale lighting.
- K. Incorporate into the design landscaping, including living plant material, special pavements, trellises, screen walls, planters, site furniture and similar features to enhance the project.

**15.41.110 Early Design Pre-Application Meeting**

An early Design Pre-Application meeting is required for any project proposed within the Interim Angle Lake Station Area. The purpose of this meeting is to help an applicant and design professional determine what standards, codes or other requirements will apply to their project and to provide an opportunity to discuss how the proposed project can be designed consistent with section 15.41.100. – Architecture and Urban Design.

**Section 2. Findings of Fact.** The City Council hereby finds and adopts the following findings of fact in support of readopting the interim development standards approved in Section 1 of this Ordinance:

- a) Sound Transit is currently extending light rail service to S. 200<sup>th</sup> Street and 28<sup>th</sup> Ave. South, where a new light rail transit station, plaza and parking garage will be constructed.
- b) The Angle Lake Station site is located within the City of SeaTac Urban Center.
- c) The SeaTac Comprehensive Plan encourages most of the City's commercial and residential growth to occur within the Urban Center's boundaries (Policy 1.1B).
- d) The area within generally ¼ to ½ mile of a light rail station is considered to be a potential "transit oriented development" district, where proximity to a light rail station generates new development and redevelopment of nearby properties that can provide economic opportunities within these areas and provide other benefits to the City and its residents.
- e) The City of SeaTac will complete the process of developing a future land use plan ("Angle Lake Station Area Plan") for the area by early 2015.
- f) The Angle Lake Station Area Plan will provide direction for permanent development regulations to encourage transit oriented development in the area.
- g) The readoption of interim development standards for the interim Angle Lake Station Area will limit land uses and development that could hinder transit oriented development while maintaining development opportunities for a wide range of transit supportive uses.
- h) The readoption of interim development standards is appropriate because it benefits the public health, safety and welfare of the City and its citizens.
- i) The readoption of the interim standards is consistent with, and will work to further achieve goals established by the City Council.
- j) The "Whereas" clauses of this Ordinance also constitute specific findings by the Council in support of passage of this Ordinance.

**Section 3.** The City Clerk is directed to forward a copy of this Ordinance to the Washington State Department of Commerce within ten (10) days after adoption, and to the King County Assessor.

**Section 4.** If any provision of this Ordinance or its application to any person or circumstance is held invalid, the remainder of the Ordinance or the application of the provision to other persons or circumstances shall not be affected.

**Section 5.** This Ordinance shall be effective January 1, 2015 and shall expire June 30, 2015, unless extended or repealed according to law.

**ADOPTED** this \_\_\_\_ day of \_\_\_\_\_, 2014, and signed in authentication thereof on this \_\_\_\_ day of \_\_\_\_\_, 2014.

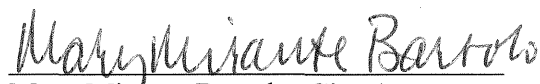
**CITY OF SEATAC**

\_\_\_\_\_  
Mia Gregerson, Mayor

ATTEST:

\_\_\_\_\_  
Kristina Gregg, City Clerk

Approved as to Form:

  
\_\_\_\_\_  
Mary Mirante Bartolo, City Attorney

[Effective Date: January 1, 2015]

[Interim Angle Lake Station Area Regulations]



**6. PRESENTATIONS – COUNCIL INFORMATION ONLY:**

- **Quarterly Public Safety Statistics** (*total time: 10 minutes / presentation time: 5 minutes*)

By: Deputy Chief Brian Wiwel

**RCM PRESENTATIONS – COUNCIL INFORMATION ONLY):**

- **Certificate of Recognition to Serve Our Dog Areas (S.O.D.A.) for operation and management of the Grandview Off-leash Dog Park for the past 11 years** (*total time: 5 minutes*)

By: Councilmember Pam Fernald

- **DECA Proclamation** (*total time: 5 minutes*)

By: Deputy Mayor Tony Anderson

**PAYROLL/CLAIMS VOUCHERS WERE SENT  
ELECTRONICALLY TO THE CITY COUNCIL**

**A HARD COPY OF THE VOUCHERS  
CAN BE VIEWED IN THE CITY CLERK'S OFFICE**

**PAYROLL/CLAIMS VOUCHERS ARE ALSO  
AVAILABLE ON OUR CITY WEBSITE**

**[www.ci.seatac.wa.us](http://www.ci.seatac.wa.us)**

**Pre-approval or final approval of City Council and  
City Manager travel related expenses**

**Consent Agenda Date: November 25, 2014**

**Expense Approval:**

Conference: NLC Congress of Cities  
 Dates: November 18 -22, 2014  
 Location: Austin, TX  
 Budget: 4 Councilmembers at \$2801 each

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| Name: Barry Ladenburg    | Travel<br>Consent<br>Approval<br>Date<br>8.12.14 | Expense<br>Consent<br>Approval<br>Date<br>9.9.14 | Expense<br>Consent<br>Approval<br>Date<br>none | Expense<br>Consent<br>Approval<br>Date<br>10.14.14 | Expense<br>Consent<br>Approval<br>Date<br>11.25.14 |
|--------------------------|--|--|--|--|--|
| Registration             |  | 610.00   |  |  |  |
| Lodging – 5 nights@98.99 |  |  |  | 494.95   |  |
| Meals                    |  |  |  |  |  |
| Transportation           |  |  |  |  | 315.20   |

|         |         |        |  |        |        |
|---------|---------|--------|--|--------|--------|
| Mileage |         |        |  |        |        |
| TOTAL   | 2801.00 | 610.00 |  | 494.95 | 315.20 |

|                         |  |  |   |  |
|-------------------------|--|--|---|--|
| Name: Tony Anderson     | Travel<br>Consent<br>Approval<br>Date<br>7.22.14 | Expense<br>Consent<br>Approval<br>Date<br>9.9.14 | Expense<br>Consent<br>Approval<br>Date<br>9.23.14 | Expense<br>Consent<br>Approval<br>Date<br>11.25.14 |
| Registration early-bird |  | 520.00   |   |  |
| Lodging (pre-paid)      |  |  | 670.45  |  |
| Meals                   |  |  |   |  |
| Transportation          |  |  |   | 357.20   |
| Mileage                 |  |  |   |  |
| TOTAL                   | 2801.00  | 520.00   | 670.45  | 357.20   |

# City of SeaTac

## Council Study Session Minutes Synopsis

August 12, 2014  
4:00 PM

City Hall  
Council Chambers

**CALL TO ORDER:** The SeaTac City Council Study Session (CSS) was called to order by Mayor Mia Gregerson at 4:01 p.m.

**COUNCIL PRESENT:** Mayor Mia Gregerson, Deputy Mayor (DM) Anthony (Tony) Anderson, Councilmembers (CMs) Barry Ladenburg, Kathryn Campbell, Terry Anderson (*arrived at 4:12 p.m.*), Dave Bush, and Pam Fernald (*arrived at 4:05 p.m.*).

**STAFF PRESENT:** City Manager Todd Cutts, City Attorney Mary Mirante Bartolo, City Clerk Kristina Gregg, Facilities Manager Pat Patterson, Senior Assistant City Attorney Mark Johnsen, Public Works (PW) Director Tom Gut, City Engineer Susan Sanderson, Senior Planner Michael Scarey, Community & Economic Development (CED) Director Joe Scorcio, Planning Manager Steve Pilcher, Economic Development (ED) Manager Jeff Robinson, Development Review Engineering Manager Ali Shasti, and Police Chief Lisa Mulligan.

**PUBLIC COMMENTS (related to the agenda items listed below):** Susan Andrews-Salmond and Sandy Hunt spoke in favor of Agenda Bill #3619 (expressing the City Council's support for Highline School District [HSD] Proposition No. 1).

*CM Fernald arrived at this point in the meeting.*

Vicki Lockwood spoke against Agenda Bill #3633 (an amendment to the employee agreement between the City and City Manager Todd Cutts).

*CM T. Anderson arrived at this point in the meeting.*

Earl Gipson spoke against Agenda Bill #3619.

**Agenda Bill #3619; A Resolution expressing the City Council's support for Highline School District (HSD) Proposition No. 1 Bonds to Construct New Schools and Replace and Renovate Deteriorating Schools, to be presented to the electorate on November 4, 2014**

**Summary:** HSD Proposition No. 1 is a bond measure with a stated purpose of relieving overcrowding and replacing deteriorating, outdated schools within the District. The proceeds from the bond measure will rebuild Highline High School, construct two new middle schools, construct a new Des Moines Elementary School at the Zenith site, make improvements at the Evergreen and Tyee Campuses, and make District-wide health, safety, security, arts, technology, and other capital improvements. The ballot title and description for the proposition is as follows:

**Highline School District Proposition No. 1—Bonds to Construct New Schools and Replace and Renovate Deteriorating Schools.**

The Board of Directors of Highline School District No. 401 adopted Resolution No. 06-14, concerning a proposition to relieve overcrowding and replace deteriorating, outdated schools. This proposition would authorize the District to rebuild Highline High School, construct two new middle schools, construct a new Des Moines Elementary School at Zenith, make critical improvements at Evergreen and Tyee Campuses, and make District-wide health, safety, security, arts, technology, and other capital improvements; issue no more than \$385,065,156 of general obligation bonds maturing within 21 years; and levy annual excess property taxes to repay the bonds, all as provided in Resolution No. 06-14. Should this proposition be: Approved [ ] Rejected [ ];

Revised Code of Washington (RCW) 42.17A.555 prohibits the use of city facilities to assist in promotion of or opposition to any ballot proposition. However, RCW 42.17A.555 (1) allows the Council to adopt a Resolution in support of or opposition to a ballot proposition if certain mandatory procedural steps are taken, including providing notice that the Council will discuss taking a collective position regarding the ballot measure, and providing an opportunity for public comment prior to Council action with persons wishing to express and opposing view being afforded an approximate equal opportunity to speak. Therefore, public comments will be solicited for the September 9, 2014 Council Meeting.

Senior Assistant City Attorney Johnsen reviewed the agenda bill summary.

**Council consensus:** Refer this to the 09/09/14 RCM Action Item

**Agenda Bill #3625; A Motion authorizing the acceptance of the work for the replacement of the glazing in City Hall windows**

**Summary:** With the approval of Agenda Bill #3495 by Council in April 2013, the City entered into a contract with Mike Werlech Construction for the replacement of the glass in the windows of City Hall. The project was scheduled to run for two years with the second and third floors being completed the summer of 2013 and the first floor windows to be completed in the spring of 2014. The project is now completed. Acceptance of the work will allow the City to release the 5% retainage being held.

The total amount of the contract with sales tax is \$388,745.81. There were two deductive change orders in the amount of \$12,737.19 leaving a final contract amount of \$376,008.62. Of this amount, 25% or \$94,002.16 is being paid by a grant from the Washington State Department of Commerce. The total cost to the City for the work is \$282,006.47.

Facilities Manager Patterson reviewed the agenda bill summary.

Council discussion ensued with the project. Mr. Patterson stated that he was very happy with the work and had minimal impact to offices.

**Council consensus:** Refer this to the 09/09/14 RCM Consent Agenda

**Agenda Bill #3633; A Motion authorizing the Mayor to execute an amendment to the employee agreement between the City and City Manager Todd Cutts**

**Summary:** The City Council recently concluded the City Manager's evaluation. As the result of a successful evaluation, it is proposed that the City Manager's contract be amended.

There are two proposed substantive changes to the City Manager's existing contract. First, the City Manager's current contract provides for accrual of vacation leave based on the length of service, which is currently 18 days per year. It is proposed to increase the vacation accrual rate to 22 days per year. Second, it is proposed that the City pay for the City Manager's membership to Emerging Local Government Leaders (ELGL), including travel related expenses for his conferences. In addition to the substantive changes, the proposed amendment also makes several housekeeping changes.

The costs associated with the negotiated employment agreement will be budgeted and paid through the General Fund.

Mayor Gregerson reviewed the agenda bill summary.

Council discussion ensued regarding the amendment with most CMs speaking in favor of the agreement.

**Council consensus:** Refer this to the 09/09/14 RCM Consent Agenda

**PRESENTATIONS – INFORMATION ONLY:**

**•Presentation on the status of the Transportation Element (TE) of the Comprehensive Plan (CP) Update (*Note: first in a series of presentations leading towards Council policy direction and Transportation Plan approval*)**

City Engineer Sanderson introduced Senior Planner Scarey and Transpo Group Project Manager Larry Toedtli. This presentation was made to the PC last week and received good feedback. Staff will meet again with Council at the October Budget Workshop to discuss financial planning relative to transportation needs. In November, staff will present additional findings and request input on policy direction from the PC and Council.

Mr. Toedtli stated that tonight's presentation is to initiate discussion on Update of TE and preparation of Transportation Master Plan (TMP), review existing transportation conditions, and introduce conversation on transportation policies.

Mr. Toedtli and Mr. Scarey reviewed the TE and TMP objectives.

Mr. Toedtli reviewed primary work program tasks, existing transportation system, and initial findings.

Council discussion ensued regarding the chosen road sections to review with suggestion made to add South 133<sup>rd</sup> and 154<sup>th</sup> Streets, and Military Road between South 200<sup>th</sup> Street and Kent Des Moines Road.

Mr. Toedtli continued reviewing the initial findings and existing transportation system conditions for pedestrian facilities, bicycle facilities, and transit.

He stated that the Transportation Policy looks at how to integrate the pedestrian and bicycle facility improvements with traffic needs. Also need to define level of service standards.

**PRESENTATIONS – INFORMATION ONLY (Continued):**

**Presentation on the status of the TE of the CP Update (Continued):**

Next steps: Travel demand model being updated, Forecasts and alternatives evaluation, Multimodal improvements and priorities, Policy updates, Meet with PC and Council in November, and Public outreach as part of the CP update process.

Council discussion ensued regarding the sidewalk program and funding, and South 152<sup>nd</sup> Street and Military Road.

**PRESENTATIONS – COUNCIL DIRECTION:**

**•Report back from the Planning Commission (PC) on Recreational Marijuana Issue continuation from May 27 meeting**

CED Director Scorcio stated that the purpose of this presentation is to bring discussion to a decision point so staff knows whether to continue working on this issue.

He presented a map showing how neighboring communities are handling this issue. Most cities are under moratorium for uses. A couple of cities have put permanent zoning while some have interim zoning. SeaTac continues to implement Federal regulations.

The PC was not asked to evaluate the policy level question as to whether the City should deal with land issues that are inconsistent. The PC instead reviewed the question about if the City allows marijuana, how would SeaTac approach it from a land use standpoint.

Mr. Scorcio responded to questions that Council asked during the previous presentation. Council questions:

- (1) Can a business license or land use permit be revoked? Business license – yes. Land use permit – once a use is granted, and the law is changed, the original use becomes a legally non-conforming use, unless determined illegal under federal law.
- (2) Can a value added tax or some other revenue generating mechanism be applied to marijuana related business? Yes.

Council discussion ensued regarding those questions.

Mr. Scorcio presented three options for Council direction:

- (1) Decide not to make any change to the SeaTac Municipal Code (SMC) and rely on federal regulations;
- (2) Decide not to make any change to the SMC but amend Zoning Code to prohibit Marijuana related uses (retail, producer/processors, medicinal); or
- (3) Amend the SMC to permit one, two, or all three uses (retail, producer, processor).

The PC recommended continuing with the current code language which does not allow for any type of marijuana-related business.

Discussion ensued regarding the options with Council stating their preference.

**Council direction:** Option 1 – Decide not to make any change to the code and rely on the federal regulations

City Manager Cutts clarified that there will be no change but staff will continue to monitor.

**ADJOURNED:** Mayor Gregerson adjourned the CSS at 5:56 p.m.

*Following this meeting council and staff will be going into a meeting exempt from the Open Public Meetings Act (OPMA) per Revised Code of Washington (RCW) 42.30.140(4)(a) (15 minutes).*

# City of SeaTac

## Regular Council Meeting Minutes

August 12, 2014  
6:30 PM

City Hall  
Council Chambers

**CALL TO ORDER:** The SeaTac City Council Regular Meeting was called to order by Mayor Mia Gregerson at 6:30 p.m.

**COUNCIL PRESENT:** Mayor Mia Gregerson, Deputy Mayor (DM) Anthony (Tony) Anderson, Councilmembers (CMs) Barry Ladenburg, Kathryn Campbell, Terry Anderson, Dave Bush, and Pam Fernald.

**STAFF PRESENT:** City Manager Todd Cutts, City Attorney Mary Mirante Bartolo, City Clerk Kristina Gregg, Parks & Recreation (P&R) Director Kit Ledbetter, City Engineer Susan Sanderson, Administrative Assistant II Alexis Lanphear, and Finance & Systems Director Aaron Antin.

**FLAG SALUTE:** Mayor Gregerson led the Council, audience, and staff in the Pledge of Allegiance.

**PUBLIC COMMENTS:** Vicki Lockwood spoke regarding the details for voucher requests. She requested additional details. She questioned a couple of current vouchers.

Barb Canfield, SeaTac Code Enforcement Officer for 13.5 years, said goodbye to the residents as she has resigned her position due to the reorganization and Code Enforcement vision going in a different direction.

### **PRESENTATIONS (Continued):**

#### **•Certificate of appreciation to Senior Citizen Advisory Committee member Margaret Gray**

Mayor Gregerson stated that Ms. Gray is unable to attend and her certificate will be mailed to her.

#### **•Council consideration and confirmation of Mayoral Appointment of Florian Purganan to the Community Building Committee**

MOVED BY GREGERSON, SECONDED BY A. ANDERSON TO CONFIRM MAYORAL APPOINTMENT OF FLORIAN PURGANAN TO THE COMMUNITY BUILDING COMMITTEE.

MOTION CARRIED UNANIMOUSLY.

Mayor Gregerson stated that Mr. Purganan was unable to attend and his certificate will be mailed to him.

#### **•Des Moines Area Food Bank (DMAFB)**

Associate Director Barb Shimizu thanked the City and shared how the agency uses the funding from SeaTac. They serve all of SeaTac up to South 160<sup>th</sup> Street.

She shared how the need for service has changed since 2004 for all cities served by the food bank, including SeaTac.

Ms. Shimizu presented 2013 statistics for percentage of children receiving free and reduced meals at schools utilizing the backpack program.

She shared pictures of programs they provide.

Executive Director Kris VanGasken detailed the children's programs provided by the DMAFB.

Discussion ensued regarding the backpack program. Ms. VanGasken stated that the purpose of the program is to prevent hunger over the weekend.

#### **•King Conservation District (KCD) 2015 Program of Work**

Executive Director Sara Hemphill stated that the purpose of tonight's presentation is to brief Council on work the district has been doing for the last 1.5 years. It is a collaborative effort with members from the King County (KC) Council, Sound Cities Association (SCA), and other stakeholders. They have received support from the SCA, however, several cities weren't at the Public Issues Committee (PIC) meeting the night the vote was taken. SeaTac was one of the cities unable to be there. She requested a letter of support from the City.

She stated that conservation districts are special purpose districts created/authorized by the state. Washington State has 45 conservation districts. The purpose of the district is to engage landowners in conservation stewardship.

Grant Program Manager Jessica Saavedra stated that there were six recommendation program areas that came out of the task force that the KCD is well suited to improve natural resources in the county. She detailed five of the recommendations: (1) Rural Small Lot Forestry and Urban Tree Canopy Development, (2) Regional Food System and Sustainable Agriculture, (3) Rural Sustainable Agriculture, (4) Urban Sustainable Agriculture, and (5) Shoreline and Riparian Habitat.



**PRESENTATIONS (Continued):**

**KCD 2015 Program of Work (Continued):** The KC Conservation District is requesting SeaTac show support for the following policy position to the SCA Board of Directors: SCA supports the 2015 KCD Program of Work as recommended by the KCD Advisory Committee, and supports adoption of a budget to support the Program of Work in its entirety.

Discussion ensued regarding cities served by KCD. Ms. Hemphill stated that five cities are not members: Enumclaw, Federal Way, Milton, Pacific, and Skykomish.

CM Ladenburg, PIC committee member, recommend SeaTac support the policy position.

Council discussion ensued with Council concurring to support the position.

**CONSENT AGENDA:**

- **Approval of claims vouchers** (check no. 108121) in the amount of \$65.00 for the period ended July 22, 2014.
- **Approval of claims vouchers** (check no. 108122 - 108266) in the amount of \$446,350.69 for the period ended August 5, 2014.
- **Approval of payroll vouchers** (check nos. 52310 – 52342) in the amount of \$306,566.40 for the period ended July 31, 2014.
- **Approval of payroll electronic fund transfers** (check nos. 81850 - 82001) in the amount of \$266,473.43 for the period ended July 31, 2014.
- **Approval of payroll wire transfer** (Medicare and Federal Withholding Tax) in the amount of \$54,381.58 for the period ended July 31, 2014.
- **Pre-approval or final approval of City Council and City Manager travel related expenses** for the period ended August 1, 2014.

**Approval of Council Meeting Minutes:**

- **Special Council Study Session held May 27, 2014**
- **Council Study Session held July 22, 2014**

**Agenda Items reviewed at the July 22, 2014 Council Study Session and recommended for placement on this Consent Agenda:**

**Agenda Bill #3627; Ordinance #14-1010 declaring public use and necessity for condemnation of Port of Seattle owned property as required for the Connecting 28<sup>th</sup>/24<sup>th</sup> Avenue South project**

MOVED BY T. ANDERSON, SECONDED BY LADENBURG TO ACCEPT THE CONSENT AGENDA AS PRESENTED.

MOTION CARRIED UNANIMOUSLY.

**PUBLIC COMMENTS (related to Unfinished Business):** There were no public comments.

**UNFINISHED BUSINESS:** There was no Unfinished Business.

**NEW BUSINESS:** There was no New Business.

**CITY MANAGER'S COMMENTS:** City Manager Cutts commented on the following: (1) Process Improvement for Council Agenda Process – delivery of mail and packet has been discussed. Beginning with Friday, August 15, all but one CM will pick up their mail and binders at City Hall; (2) KC Solid Waste Advisory Committee volunteer opportunity; (3) August 13 – 11 a.m., Get Your Green On Event; (4) August 15 and 22 - 6:30 p.m., Music in the Park; (5) August 23 – 10 a.m., Touch a Truck; (6) August 26 – Council recess; (7) September 6 and 7, International Festival; and (8) Grant applications – Department of Natural Resources Urban Forestry - \$47,000 and Washington State Office of Public Defense - \$17,250.

**COMMITTEE UPDATES:** DM A. Anderson briefed on the National League of Cities (NLC) Public Safety and Crime Prevention Committee meeting.

CM Campbell reported on the South Correctional Entity (SCORE) Board meeting held in July and stated she will be attending the Watershed Resource Inventory Area (WRIA) 9 meeting tomorrow.

**COUNCIL COMMENTS:** CM T. Anderson stated that CM Fernald and she attended former CM Abner Thomas' funeral.

DM A. Anderson commented on the following: (1) Barb Canfield - wished her the best with her new position; (2) Abner Thomas will be missed; (3) National Night Out (NNO) was a great event; and (4) hosting Kurdish Police Officers for training.

CM Bush commented on the following: (1) Gene Tonnamaker passed away August 10; (2) Back to School Fair – August 13; (3) school bonds; (4) International Festival; and (5) NNO.

CM Fernald commented on the following: (1) Barb Canfield will be missed; (2) NNO – hosted an event; and (3) claims vouchers – if you have a concern you can look at the invoices.

CM Ladenburg stated that he attend NNO events with CM Bush. He also stated Metro Bus cuts will be effective September 27.

CM Campbell commented on the following: (1) August 17 – 11 a.m., Ice Cream Social at Highline Botanical Garden; (2) NNO – attended seven events; (3) CM Fernald, Mr. Ledbetter, and she walked around Tub Lake in support of a path around the lake.

Mayor Gregerson commented on NNO and thanked everyone for tonight's productive meeting.

**ADJOURNED:** Mayor Gregerson adjourned the meeting at 7:55 p.m.

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Mia Gregerson, Mayor

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Kristina Gregg, City Clerk

# City of SeaTac

## Council Study Session Minutes Synopsis

November 12, 2014 (Wednesday)  
4:00 PM

City Hall  
Council Chambers

**CALL TO ORDER:** The SeaTac City Council Study Session (CSS) was called to order by Mayor Mia Gregerson at 4:00 p.m.

**COUNCIL PRESENT:** Mayor Mia Gregerson, Deputy Mayor (DM) Anthony (Tony) Anderson, Councilmembers (CMs) Barry Ladenburg, Kathryn Campbell, Terry Anderson, Dave Bush, and Pam Fernald.

**STAFF PRESENT:** City Manager Todd Cutts, City Attorney Mary Mirante Bartolo, City Clerk Kristina Gregg, Assistant City Manager (ACM) Gwen Voelpel, Finance & Systems Director Aaron Antin, Economic Development (ED) Manager Jeff Robinson, Public Works (PW) Director Tom Gut, Assistant City Engineer Florendo Cabudol, Parks & Recreation (P&R) Director Kit Ledbetter, Community and Economic Development (CED) Director Joe Scorcio, Planning Manager Steve Pilcher, Senior Planner Kate Kaehny, Senior Planner Anita Woodmass, Senior Planner Michael Scarey, Development Review Engineering Manager Ali Shasti, Building Services Manager Gary Schenk, Human Resources (HR) Manager Vanessa Audett, and Police Chief Lisa Mulligan.

**PUBLIC COMMENTS (related to the agenda items listed below):** Tom Dantzler thanked the City for its efforts on the Angle Lake Station Development which would not have happened without the City's staff.

### **PRESENTATION – INFORMATIONAL ONLY:**

#### **•Wright Runstad Angle Lake Station Development Overview**

ED Manager Robinson introduced Senior Vice President and Development Director Cindy Edens.

Ms. Edens briefed on the project: mixed use; 7.8 acres; land use today – parking, land use tomorrow – flexible – office, retail, hotel; and development timeline - phase 1: 2016/2017 construction, and future phases: market driven.

She detailed the project location and site.

Potential Phase 1 Project Scope includes a proposed FAA exclusive building, approximately 300,000 square feet, seven stories, occupancy in August 2017, and fast track permitting and construction.

Potential Phase 2 Project Scope includes flexible development program (headquarters campus / mixed use, potential for 800,000 square feet), campus wide focus on sustainability, and experienced development team.

Ms. Edens briefed on Wright Runstad and presented the projects the company has built in the past.

Council discussion ensued regarding parking, FAA decision to be made in March 2015, building will block views from the station, daycare no longer a requirement for the FAA building, and what happens if the FAA does not choose SeaTac for its new building.

City Manager Cutts stated that Wright Runstad is a quality developer. He also thanked resident Mr. Dantzler for the work he has done on this project too.

#### **Agenda Bill #3655; An Ordinance amending Section 12.10.225 of the SeaTac Municipal Code (SMC), related to Surface and Stormwater rate structure**

**Summary:** The recently authorized six percent Utility Tax is levied on the gross revenues of the Surface Water Utility. The current rate structure does not account for a tax on the Utility's gross revenues. Therefore, a rate increase is needed to account for the effect of the new Utility Tax on the Surface Water Utility's revenues. Adoption of the proposed rate increase essentially passes the Utility Tax on to the Surface Water Utility's rate payers.

The proposed code amendment is anticipated to increase Utility revenues by approximately \$122,000, which would be the utility tax obligation.

PW Director Gut reviewed the agenda bill summary.

**Council consensus:** Refer to the 11/25/14 RCM Consent Agenda

#### **Agenda Bill #3652; A Motion authorizing the final acceptance of the Angle Lake Park Restroom Fire Damage Repairs**

**Summary:** The construction contract for this project was awarded to Henderson Partners, LLC on July 22, 2014. The City Council approved the budget not to exceed \$83,658 for Henderson Partners, LLC. The total value of the construction including all change orders and tax was \$76,053.23. The Angle Lake Park restroom repairs were

**Agenda Bill #3652 (Continued):** needed due to a fire that was started by vandals last December. The City's insurance carrier has paid \$73,280.07 and the difference is due to depreciation of \$273.15 and a deductible of \$2,500.

The work was completed within the established budget that the City Council approved. Final acceptance will have no fiscal impact beyond payment of retainage as budgeted.

P&R Director Ledbetter reviewed the agenda bill summary.

**Council consensus:** Refer to the 11/25/14 RCM Consent Agenda

**Agenda Bill #3651; An Ordinance readopting Section 15.41 of the SeaTac Municipal Code (SMC), regarding Interim Development Regulations applicable to properties located within the Interim Angle Lake Station Area, and entering findings of fact supporting the readoption of Interim Standards**

**Summary:** This Ordinance extends interim zoning overlay standards to be applied to the Interim Angle Lake Station Area by readopting Chapter 15.41 of the SeaTac Zoning Code, which includes the designation of the boundaries where these interim standards will continue to apply. These standards will remain in effect for a period of six months while the Station Area Plan is completed and permanent implementing standards are developed. The final boundaries of the station area will be defined through the planning process, which is anticipated to be completed in early 2015. Permanent standards are anticipated to be developed by June 30, 2015, the expiration date of these extended interim standards. Should additional time be required to develop the final standards, another extension may be requested.

Sound Transit continues with construction of an extension of light rail service to South 200<sup>th</sup> Street at 28<sup>th</sup> Avenue South, where the Angle Lake Station will be constructed. Sound Transit will also be constructing a parking garage, plaza and retail space on a triangular shaped parcel bound by 26<sup>th</sup> and 28<sup>th</sup> Avenues South and South 200<sup>th</sup> Street. Light rail service is anticipated to begin in late 2016.

During the last year, staff has worked extensively with members of the business and residential communities to create a plan to promote transit-oriented development within the Angle Lake station area. The plan will include recommendations for implementing development standards. Readopting and extending the interim standards will allow for the completion of the plan in early 2015, and the development of permanent implementing standards.

The proposed interim standards do not change existing zone districts found within the Interim Station Area, but as a zoning overlay, will restrict certain land-intensive uses that are allowed within some of those zone districts. Some other uses will be required to receive approval through an Administrative Conditional Use Permit (ACUP) process to ensure they are compatible with the future of the area in terms of location and design. (One ACUP has been issued to date). The interim standards were determined to be the minimum necessary to protect the area from uses that could potentially be at odds with future transit oriented development expected to occur within the station area.

A Public Hearing (PH) will be held prior to Council Action, which is required by state law for readoption of interim development regulations. Since this Ordinance extends the interim development regulations, it can be in effect for no longer than six months. If the final regulations are not ready for adoption at the end of the six month period, the Council would need to readopt the interim regulations or they would expire.

CED Director Scorcio and Planning Manager Pilcher reviewed the agenda bill summary.

Mr. Pilcher stated that the Planning Commission (PC) will review this item and make a recommendation at their November 18 meeting and then Council will hold a PH and take action at the December 9 Regular Council Meeting (RCM).

Discussion ensued regarding the need to extend the interim standards.

Mr. Scorcio clarified that this is the same timeline that was outlined a year ago when the interim standards were approved.

Mayor Gregerson requested a presentation or opportunity to discuss this topic also at the November 25 CSS to hear the PC recommendation and comments prior to the PH on December 9.

**Council consensus:** Refer to the 11/25/14 CSS for PC update and 12/09/14 RCM PH and Action Item

## **Agenda Bill #3654; A Resolution amending the City of SeaTac Schedule of License Fees, Permit Fees, and other Fees and Charges for City Services**

**Summary:** This Resolution amends the City's Schedule of License Fees, Permit Fees, Other Fees and Charges for City Services (Fee Schedule) assessed for various services provided by the City. The Fee Schedule includes fees for services provided to the public by and through all City Departments. This Resolution replaces the existing schedule with the updated schedule.

Changes in the City's Fee Schedule are needed periodically to reflect changes in codes and the cost of providing services to the public. This Resolution and Fee Schedule incorporates general updates, additional fee categories, consolidation of fees, elimination of fees, clarification of fee applicability measures, revisions to fee amounts and calculations, and overall reformatting of the schedule for consistency and readability. This Resolution incorporates an annual adjustment methodology and a regular review process.

At several City Council meetings over the past year and a half, information has been presented regarding the cost of service fees that remain behind market averages (based on comparable cities), identification of fees which have not been revised since incorporation (1990), and/or since the adoption of specific codes (such as in 1994 and 1999). While some fees have been revised more frequently in response to national codes or other Council actions, the overall Fee Schedule has not been updated. As a result, inconsistency in fee calculation methodology and standards of applicability has occurred. The City Council's budget working group provided guidance on preparation of a revised Fee Schedule that is based upon the following policy objectives and methodology:

1. Conduct a survey and analysis of the six comparable cities of Renton, Tukwila, Burien, Des Moines, Kent, and Federal Way to determine the 50 percentile average point for applicable fees in 2014. Develop a comparable 2014 fee schedule that would match the 50% point (Half the other cities fees are above that point, and half are below). This 50% comparative approach is consistent with other actions/decisions used by the City.
2. Using the 2014 fee analysis, prepare a proposed 2015 SeaTac Fee Schedule that includes an inflation factor equivalent to the CPI-W of 2.2% as an update to the 2014 schedule. Incorporate methodology to provide for regular updating of the Fee Schedule by the CPI-W, and for the periodic review of the entire Fee Schedule in the future.
3. Consider and incorporate into the 2015 Fee Schedule a home owner and occupant fee credit provision for various applications and permit fees, where appropriate, to recognize their existing tax contribution to the General Fund that provides in part for these services, and to further shift the cost of these services from being subsidized by the general residential taxpayer to the individual or firm that is requesting the service to be performed. This would re-balance the cost burden to more accurately reflect that the requestor of services (user) pay a larger portion of the cost to provide the service.

This Resolution and Fee Schedule addresses all of these guidelines. Passage of the Resolution will institute a more business-minded approach to cost of service fee recovery while maintaining competitive pricing of services with surrounding jurisdictions.

If this Resolution is passed by Council, the updated Fee Schedule will result in forecasted fee revenue increases of \$447,351 in 2015 and \$456,298 in 2016. These revenues were included as part of the City Council's balanced 2015-2016 preliminary budget that was filed on October 29, 2014.

CED Director Scorcio reviewed the agenda bill summary and shared examples of fee schedule changes.

Council discussion ensued regarding the sample changes, and costs related to and need for various permits.

Mr. Scorcio proved a table showing minor changes made since the packet was compiled. He requested Council concurrence to allow staff to make the changes and any additional minor changes found. Council concurred.

**Council consensus:** Refer to the 11/25/14 RCM Consent Agenda

### **PRESENTATIONS – COUNCIL DIRECTION:**

#### **•Major Comprehensive Plan (CP) Update – Introduction and Framework Policies**

Planning Manager Pilcher stated that the following changes are being proposed:

- introduction language updated throughout
- state and county requirements moved to the appendix.
- new chapter added about Framework Policies
- existing policies with city-wide application moved in from other elements
- new policies address internal communication coordination and monitoring

**PRESENTATIONS – COUNCIL DIRECTION (Continued):**

**Major CP Update – Introduction and Framework Policies (Continued):** He stated that while the existing introduction describes the City’s past coordination efforts, putting the introduction into a policy framework is a stronger statement of the City’s commitment to those principles.

Mr. Pilcher reviewed the proposed timeline: November 18 – PC review draft Transportation Element, December 3 - public Open House, January – March 2015 – review updated drafts, April – PH, May – review final drafts, and June – Council action.

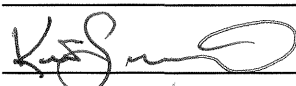
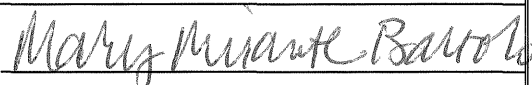
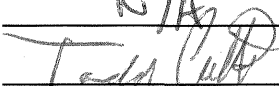
Council discussion ensued regarding the public outreach for the December Open House.

**ADJOURNED:** Mayor Gregerson adjourned the CSS at 5:53 p.m.

**SeaTac City Council**  
**REQUEST FOR COUNCIL ACTION**  
**Department Prepared by: Parks and Recreation**

Agenda Bill #: 3652

**TITLE:** A Motion authorizing the final acceptance of the Angle Lake Park Restroom Fire Damage Repairs.

|   |   |
|---|---|
| October 30, 2014  |   |
| __ Ordinance __ Resolution <u>X</u> Motion __ Info. Only __ Other   |   |
| <b>Date Council Action Requested:</b> <u>RCM 11/25/2014</u>   |   |
| <b>Ord/Res Exhibits:</b> _____  |   |
| <b>Review Dates:</b> <u>CSS 11/12/2014</u>  |   |
| <b>Prepared By:</b> <u>Kit Ledbetter</u>  |   |
| <b>Director:</b> <u></u>     | <b>City Attorney:</b> <u></u> |
| <b>Finance:</b> <u>N/A</u>  | <b>BARS #:</b> <u>001.000.10.576.80.49.006</u>  |
| <b>City Manager:</b> <u></u> | <b>Applicable Fund Name:</b> <u>General Fund</u>  |

*zy*

**SUMMARY:**

This Motion authorizes the final acceptance of the Angle Lake Park Restroom Fire Damage Repairs construction by Henderson Partners, LLC.

**DISCUSSION / ANALYSIS / ISSUES:**

The construction contract for this project was awarded to Henderson Partners, LLC on July 22, 2014. The City Council approved the budget not to exceed \$83,658 for Henderson Partners, LLC. The total value of the construction including all change orders and tax was \$76,053.23. The Angle Lake Park restroom repairs were needed due to a fire that was started by vandals last December. The City's insurance carrier has paid \$73,280.07 and the difference is due to depreciation of \$273.15 and a deductible of \$2,500.

This Motion authorizes the final acceptance of the Angle Lake Park Restroom Fire Damage Repairs, and establishes the required 60 day lien period.

**RECOMMENDATION(S):**

It is recommended that the City Council formally accept the project as complete.

**FISCAL IMPACT:**

The work was completed within the established budget that the City Council approved. Final acceptance will have no fiscal impact beyond payment of retainage as budgeted.

**ALTERNATIVE(S):**

Do not accept the work as complete at this time.

**ATTACHMENTS:**

None.

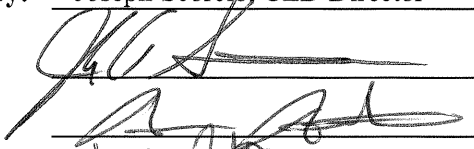


# SeaTac City Council

## REQUEST FOR COUNCIL ACTION

Department Prepared by: \_\_\_\_\_ City Manager \_\_\_\_\_

Agenda Bill #: 3654

**TITLE:** A Resolution amending the City of SeaTac Schedule of License Fees, Permit Fees, Other Fees and Charges for City Services.

|  |   |
|--|---|
| October 31, 2014   |   |
| <input type="checkbox"/> Ordinance <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Motion <input type="checkbox"/> Info. Only <input type="checkbox"/> Other |   |
| <b>Date Council Action Requested:</b>  | RCM: 11/25/14   |
| <b>Ord/Res Exhibits:</b>   | Exhibit A   |
| <b>Review Dates:</b>   | CSS: 11/12/2014   |
| <b>Prepared By:</b>  | Joseph Scorcio, CED Director  |
| <b>Director:</b>   |  |
| <b>City Attorney:</b>  | Marymirante Baroto  |
| <b>Finance:</b>  |  |
| <b>BARS #:</b>   | Multiple Accounts   |
| <b>City Manager:</b>   |  |
| <b>Applicable Fund Name:</b>   | Multiple Funds  |

MKB

**SUMMARY:** This proposed Resolution will amend the City’s Schedule of License Fees, Permit Fees, Other Fees and Charges for City Services (Fee Schedule) assessed for various services provided by the City. The Fee Schedule includes fees for services provided to the public by and through all City Departments. The proposed Resolution would replace the existing schedule with the updated schedule.

**DISCUSSION / ANALYSIS / ISSUES:** Changes in the City’s Fee Schedule are needed periodically to reflect changes in codes and the cost of providing services to the public. The proposed Resolution and Fee Schedule (Exhibit A) incorporates general updates, additional fee categories, consolidation of fees, elimination of fees, clarification of fee applicability measures, revisions to fee amounts and calculations, and overall reformatting of the schedule for consistency and readability. The proposed Resolution incorporates an annual adjustment methodology and a regular review process.

At several City Council meetings over the past year and a half, information has been presented regarding the cost of service fees that remain behind market averages (based on comparable cities), identification of fees which have not been revised since incorporation (1990), and/or since the adoption of specific codes (such as in 1994 and 1999). While some fees have been revised more frequently in response to national codes or other Council actions, the overall Fee Schedule has not been updated. As a result, inconsistency in fee calculation methodology and standards of applicability has occurred. The City Council’s budget working group provided guidance on preparation of a revised Fee Schedule that is based upon the following policy objectives and methodology:

1. Conduct a survey and analysis of the six comparable cities of Renton, Tukwila, Burien, Des Moines, Kent, and Federal Way to determine the 50 percentile average point for applicable fees in 2014. Develop a comparable 2014 fee schedule that would match the 50% point (Half the other cities fees are above that point, and half are below). This 50% comparative approach is consistent with other actions/decisions used by the City.
2. Using the 2014 fee analysis, prepare a proposed 2015 SeaTac Fee Schedule that includes an inflation factor equivalent to the CPI-W of 2.2% as an update to the 2014 schedule. Incorporate methodology to provide for regular updating of the Fee Schedule by the CPI-W, and for the periodic review of the entire Fee Schedule in the future.



3. Consider and incorporate into the 2015 Fee Schedule a home owner and occupant fee credit provision for various applications and permit fees, where appropriate, to recognize their existing tax contribution to the General Fund that provides in part for these services, and to further shift the cost of these services from being subsidized by the general residential taxpayer to the individual or firm that is requesting the service to be performed. This would re-balance the cost burden to more accurately reflect that the requestor of services (user) pay a larger portion of the cost to provide the service.

The proposed Resolution and Fee Schedule (Exhibit A) addresses all of these guidelines. Passage of the Resolution will institute a more business-minded approach to cost of service fee recovery while maintaining competitive pricing of services with surrounding jurisdictions.

**RECOMMENDATION(S):** It is recommended that the City Council pass the proposed Resolution.

**FISCAL IMPACT:** If the proposed Resolution is passed by the City Council, the updated Fee Schedule will result in forecasted fee revenue increases of \$447,351 in 2015 and \$456,298 in 2016. These revenues were included as part of the City Council's balanced 2015-2016 preliminary budget that was filed on October, 29, 2014.

**ALTERNATIVE(S):**

1. Pass a modified Resolution and Fee Schedule.
2. Do not pass the proposed Resolution and Fee Schedule, and address the fiscal impacts.

**ATTACHMENTS:**

1. Copy of existing 2014 Fee Schedule (from Agenda Bill 3654, last revised 6/24/2014)
2. Errata Data Sheet November 12, 2014 – Corrections to Final Update Schedule of License Fees, Permits Fees, Other Fees and Charges for City Services

**RESOLUTION NO. \_\_\_\_\_**

A RESOLUTION of the City Council of the City of SeaTac, Washington amending the City of SeaTac Schedule of License Fees, Permit Fees, Other Fees and Charges for City Services.

**WHEREAS**, the City Council has, by Resolution, previously adopted a City of SeaTac Schedule License Fees, Permit Fees, Other Fees and Charges for City Services; and

**WHEREAS**, it is appropriate for the Council to adopt fees by Resolution rather than by Ordinance; and

**WHEREAS**, it is appropriate to update the City of SeaTac Schedule License Fees, Permit Fees, Other Fees and Charges for City Services accordingly; and

**WHEREAS**, it is appropriate to annually adjust the City's Schedule of License Fees, Permit Fees, Other Fees and Charges for City Services by the same inflationary percentage amount that is determined each year by the City Manager in accordance with SMC 7.45.050; and

**WHEREAS**, it is appropriate to offer resident home owners a credit on certain Permits and Land Use Applications;

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SEATAC,**

**WASHINGTON HEREBY RESOLVES as follows:**

1. That the City's Schedule of License Fees, Permit Fees, Other Fees and Charges for City Services is hereby amended as set forth on the attached Exhibit "A", which is incorporated herein by this reference.
2. That the City's Schedule of License Fees, Permit Fees, Other Fees and Charges for City Services will be adjusted annually by CPI-W and republished.
3. That the City Manager will review the City's Schedule of License Fees, Permit Fees, Other Fees and Charges for City Services biennially and may at any time bring forward to the City Council any other amendments, revisions or deletions as needed.

PASSED this \_\_\_ day of \_\_\_, 2014 and signed in authentication thereof on this \_\_\_\_ day of \_\_\_\_\_, 2014.

**CITY OF SEATAC**

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Mia Gregerson, Mayor

ATTEST:

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Kristina Gregg, City Clerk

Approved as to Form:

Mary E. Mirante Bartolo

Mary E. Mirante Bartolo, City Attorney

[Fee Schedule]

CITY OF SEATAC  
 SCHEDULE OF LICENSE FEES, PERMIT FEES,  
 OTHER FEES AND CHARGES FOR CITY SERVICES  
 Effective January 1, 2015

**ANIMAL CONTROL\***

\* All animal control licenses and fees are charged on a pass-through basis as set by King County (King County Code, Chapter 11.04).

**CITY CLERK AND GENERAL GOVERNMENT**

|   |   |
|---|---|
| Minimum handling/ mailing fee   | \$2.00  |
| Audio / Video recordings of meeting                                   | Requestor to provide media                              |
| Certified or exemplified copies of documents, per page                | \$2.00  |
| City maps<br>(for specialty maps, refer to GIS Program fees)          | \$1.00  |
| Photocopies, per page for 10 or more pages                            | \$0.15  |
| Copies from Microfilm, per page for 10 or more pages                  | \$0.15  |
| Scan paper copies to electronic format, per page for 10 or more pages | \$0.15  |
| Passport application execution fee                                    | Passport fees are determined by US Department of State. |
| Photographs   | Actual cost + 10%                                       |

**FINANCE**

|   |         |
|---|---------|
| Lost check/Re-issue requested (vendor and/or employee)  | \$25.00 |
| Dishonored Checks   |         |
| a. Reasonable handling charge   | \$25.00 |
| b. Cost of collection<br>(or face amount of check, whichever is lesser)   | \$40.00 |
| c. Interest from date of dishonor   | 12%     |
| Additional damages in event of court action - court costs and attorney fees of three times the face amount of the check, or \$300, whichever is less. |         |

Exhibit A

|  |             |   |
|--|-------------|---|
| Collection Agency Fees   |             | Actual cost + 10%                       |
| <br>   |             |   |
| <b>Geographic Information Systems (GIS) Program Fees</b>                                 |             |   |
| Staff time for filling requests<br>(minimum 1 hour; then billed in 15-minute increments) |             | \$75.00/hour                            |
| <br>   |             |   |
| Media Charge   |             |   |
| a. CD/DVD  |             | \$20.00                                 |
| <br>   |             |   |
| Printed Products   |             |   |
| a. Color   |             | \$3.00 per square foot                  |
| b. Black and White   |             | \$1.00 per square foot                  |
| <br>   |             |   |
| <b>Business Licenses</b>   |             |   |
| <br>   |             |   |
| If not listed, General Business License applies  |             | \$75.00                                 |
| After October 1, fee will be a prorated amount   |             |   |
| a. Home Occupation   | Annual      | \$50.00                                 |
| b. Out of City   | Annual      | \$75.00                                 |
| c. Small Commercial  |             |   |
| 1. (0-50 FTE)  | Annual      | \$250.00                                |
| 2. (50-100 FTE)  | Annual      | \$1500.00                               |
| d. Large Commercial  |             |   |
| 1. (101-500 FTE)   | Annual      | \$4,750.00                              |
| 2. (501-1000+ FTE)   | Annual      | \$9,500.00                              |
| <br>   |             |   |
| Miscellaneous amusements   | Annual      | \$200.00                                |
| <br>   |             |   |
| Public dance hall license  | Annual      | \$200.00                                |
|  | Semi-Annual | \$100.00                                |
| <br>   |             |   |
| Pawnbroker license   | Annual      | \$500.00                                |
| <br>   |             |   |
| Secondhand dealer's license,   | Annual      | \$75.00                                 |
| <br>   |             |   |
| Solicitor or canvasser license (as provided in SMC)                                      | Annual      | Based on<br>General Business<br>License |
| <br>   |             |   |
| Taxicab license  |             | Through King<br>County                  |

**FIRE DEPARTMENT****Operational International Fire Code Permits****Initial Fees for**

|  |          |
|--|----------|
| a. Hazardous Material Permit                     | \$167.00 |
| b. High Pile Combustible Material Storage Permit | \$129.00 |
| c. Residential Tank Pull                         | \$68.00  |
| d. All others                                    | \$110.00 |

**Renewal Fees for**

|  |          |
|--|----------|
| a. Hazardous Materials Permit                    | \$144.00 |
| b. High Pile Combustible Material Storage Permit | \$115.00 |
| c. All Other Permits                             | \$96.00  |

**HEARING EXAMINER**

Examiner's charge for conducting hearing and issuing a decision 100% of actual cost

Filing Fee to Appeal to examiner \$200.00

Filing Fee to Appeal from examiner to City Council (where applicable) \$600.00

(plus City Clerk fee for any copies of records before the examiner)

**MUNICIPAL COURT****Administrative Fees**

|                               |         |
|-------------------------------|---------|
| a. Abstract of Driving Record | \$10.00 |
| b. NSF Check                  | \$25.00 |

**Copy Fees**

|                             |                                      |
|-----------------------------|--------------------------------------|
| a. Court Records            | \$ .50/page                          |
| b. Court Recordings         | \$20.00/CD                           |
| c. Certified Copies         | \$5.00 + \$1.00 each additional page |
| d. Electronic Court Records | \$.25/page                           |

**Filing Fees**

|                                  |          |
|----------------------------------|----------|
| a. Appeals (Civil & Infractions) | \$230.00 |
|----------------------------------|----------|

**COMMUNITY & ECONOMIC DEVELOPMENT****Miscellaneous**

|                   |   |
|-------------------|---|
| a. Copying fees   | See City Clerk and GIS Fees.              |
| b. Technology Fee | \$5.00 on all permit and application fees |

|  |                            |
|--|----------------------------|
| Pre-Application Fee-Due at time of application   | \$300.00                   |
| Pre-Application Fee Credit-Applied if permit is issued within 12 months of the Pre-Application meeting | 50% of Pre-Application fee |

**Home Owner and Occupant Fee Credit**

A credit of 20 % against the following permit fees shall be applied upon proof of owner occupancy by the applicant. The Department of Community & Economic Development will establish and maintain the standard criteria and documentation required for the Home Owner and Occupant Fee Credit.

**List of Types Of Applications and Permits Available for Home Owner and Occupant Fee Credit**

**Building Services Division**

**Building Permits\***

\*These will be incidental permits and are not called out on the Fee Schedule but can be indicated on a Building Permit at time of application.

- Reroofs
- Decks
- Maintenance/Repairs
- Walls
- Porches
- Fences >6'
- Sheds>200SF
- Storm Drainage

**Mechanical Permits**

- Furnaces
- Water Heaters
- Exhaust Fans

**Plumbing Permits**

- Water Heaters
- Re-Piping

**Electrical Permits**

- Circuits
- Panels
- T-Stats

**Engineering Review Division**

ROW Class C- residential driveway less than 30 ft

**Planning Division**

- Lot Line Adjustment
- Shoreline Exemption
- Shoreline Substantial Development
- Up to \$10,000
- \$10,001 to \$100,000
- \$100,001 to 500,000
- Special Home Occupation
- Variance - Administrative

**PLANNING DIVISION****Applications and fees**

|  |   |
|--|---|
| Accessory Dwelling Unit  | \$125.00  |
| Comprehensive Plan amendment   | \$2,100.00  |
| Comprehensive Plan- printed copy   | \$60.00   |
| Conditional Use Permits (CUP)  |   |
| a. Minor   | \$2,205.00  |
| b. Major   | \$4,100.00  |
| Consultant Review and Confirmation fee (for Wetland Consultant, GeoTech Consultant, Arborist, WCF, etc.) | 100% of actual cost to include a 10% administrative fee |
| Development Agreement, application fee   | \$7,690.00  |
| Inspections and reviews not otherwise covered  | \$75.00/hour  |
| Long Plat - Preliminary  | \$7,860.00  |
| Long Plat - Final  | \$6,150.00  |
| Lot Line Adjustment  | \$1,230.00  |
| Mailing Labels - printed with addresses  | \$0.60 per label (\$25 minimum)                         |
| Mailing Lists - paper or electronic scanned copy   | \$0.30 per address                                      |
| Other Plans and Planning Documents, per page for 10 or more pages  | See GIS Fees  |
| Planned Unit Developments (PUD)  |   |
| a. Preliminary   | \$8,400.00  |
| b. Final   | \$4,100.00  |
| Re-addressing re-imbursement to neighbor(s) for cost of re-addressing of house (if required)             | \$100.00 per house                                      |
| Rezone application   | \$7,050.00  |
| SEPA Review  | \$2,180.00  |
| Separate Lot Determination   | \$415.00  |
| Shoreline Exemption  | \$200.00  |



|  |             |
|--|-------------|
| Shoreline Substantial Development Permit   |             |
| Valuation Amount   | Fee         |
| Up to \$10,000   | \$368.00    |
| \$10,001 to \$100,000  | \$1,125.00  |
| \$100,001 to \$500,000   | \$3,075.00  |
| \$500,001 to \$1,000,000   | \$6,800.00  |
| \$1,000,001 +  | \$11,280.00 |
| Short Plats -Preliminary   |             |
| a. Application   | \$3,050.00  |
| b. Site Engineering plan review  | \$510.00    |
| c. Site Engineering supplemental drainage review   | \$200.00    |
| Total  | \$3,760.00  |
| Short Plat - Final   | \$2,200.00  |
| Site Plan Review   |             |
| Type I   |             |
| a. Cutting of trees, or clearing of vegetation on any property, except a single-family lot that is developed with no restrictive covenants prohibiting the cutting of trees; | \$204.00    |
| b. Addition or changes to paved areas or circulation;  | \$204.00    |
| c. Changes in Use not covered under another permit;  | \$408.00    |
| d. Other actions requiring Zoning Code review and compliance per SMC 15.05.040, where no other City permit is required;  |             |
| *Value of work less than \$10,000  | \$204.00    |
| *Value of work greater than \$10,000   | \$408.00    |
| Type II (Projects requiring SEPA)  | \$880.00    |
| Special Home Occupation Permit   | \$365.00    |
| Temporary Use Permit   | \$175.00    |
| Text Amendment to Title 14, 15 or 16 of the SeaTac Municipal Code  | \$3,430.00  |

|                   |            |
|-------------------|------------|
| Variance          |            |
| a. Administrative | \$1,355.00 |
| b. Other          | \$2,850.00 |

Zoning Code - printed copy \$60.00

Zoning Code Interpretation Letter \$235.00

Zoning Compliance Letter \$410.00

## ENGINEERING REVIEW DIVISION

### Right of Way Use Permit Fees

#### Application Fee

|  |          |
|--|----------|
| Class A                                    | \$41.00  |
| Class B                                    | \$77.00  |
| Class C Residential less than 30 feet      | \$62.00  |
| Class C                                    | \$345.00 |
| Class C in conjunction with another permit | \$184.00 |
| Class D                                    | \$385.00 |
| Class E                                    | \$178.00 |
| Class E in conjunction with another permit | \$95.00  |

#### Application Review Processing Fee

Class A \$75.00/hour

Class B \$75.00/hour

Class C Residential less than 30 feet \$75.00/hour

#### Class C with

  Engineering plans with drainage facilities \$1,020.00

  Engineering plans without drainage facilities \$272.00

  Resubmittal, each occurrence \$106.00

    Plus hourly fee \$75.00/hour

  Revision to previously approved plans \$177.00

    Plus hourly fee \$75.00/hour

Class D \$75.00/hour

#### Class E with

  Engineering and traffic control plans \$319.00

  Resubmittal, each occurrence \$106.00

    Plus hourly fee \$75.00/hour

  Revision to previously approved plans \$177.00

**Daily Use Fee**

Class A \$75.00/hour  
 Class B \$75.00/hour

**Class C**

Construction inspection

Cost of improvement

\$0 - 30,000 \$115.00 + \$63.00/\$1000 Cost  
 \$ 30,000 - 120,000 \$1,188.00 + \$28.00/\$1000 Cost  
 \$120,001 - or more \$3,640.00 + \$7.15/\$1000 Cost

Maintenance bond inspection

Cost of improvement

\$ 0 - 30,000 \$70.00+ \$10.00/\$1000 Cost  
 \$30,001 - 120,000 \$239.00 + \$4.29/\$1000 Cost  
 \$120,001 - or more \$583.00 + \$1.45/\$1000 Cost

Class D

\$75.00/hour

Class E

\$75.00/hour

**Site Review (Clearing & Grading)**

Application review

a. Initial review when not in conjunction with another permit \$345.00  
 b. Initial review in conjunction with another permit \$184.00

Site plan review

a. Engineering plans with drainage facilities \$1,020.00  
 b. Engineering plans without drainage facilities \$272.00

Construction inspection

a. Cost of improvement

\$ 0 - 30,000 \$ 115.00 + \$63/\$1000 Cost  
 \$ 30,000 - 120,000 \$1,188.00 + 28/\$1000 Cost  
 \$120,001 - or more \$3,640.00 +7.15 per \$1000 Cost

Maintenance bond inspection -(Final, 6 mo., & 1 yr.)

a. Cost of improvement

\$ 0 - 30,000 \$70.00 + \$10.00/\$1000 Cost  
 \$ 30,001 - 120,000 \$239.00 + 4.29/\$1000 Cost  
 \$120,001 - or more \$583.00 + 1.45/\$1000 Cost

**Site Permit Review Fees (Grading)**

Site Permits (volume) - 0-100 cubic yards \$153.00

Site permit plan review fees shall be calculated by adding the application amounts from Tables 1 and 2; provided the maximum plan review fee shall not exceed \$ 35,000.00

TABLE 1 Grading Plan Review

| <u>Volume</u>             | <u>Base</u> | <u>Per 100 cu. yds.</u> |
|---------------------------|-------------|-------------------------|
| 101 to 3,000 cu. yds.     | \$0.00      | \$14.82                 |
| 3,001 to 10,000 cu. yds.  | \$147.00    | \$9.90                  |
| 10,001 to 20,000 cu. yds. | \$842.00    | \$2.96                  |
| 20,001 to 40,000 cu. yds. | \$1,271.00  | \$0.82                  |
| 40,001 to 80,000 cu. yds. | \$1,394.00  | \$0.51                  |
| 80,001 cu. yds, and more  | \$1,639.00  | \$0.21                  |

TABLE 2 Clearing Plan Review

| <u>Disturbed Area</u> | <u>Base</u> | <u>Per 100 cu. yds.</u> |
|-----------------------|-------------|-------------------------|
| Up to 1 acre          | \$59.29     | \$277.37                |
| 2 to 10 acre          | \$128.77    | \$207.98                |
| 11 to 40 acre         | \$987.25    | \$121.62                |
| 41 to 120 acre        | \$3,530.00  | \$58.56                 |
| 121 to 360 acre       | \$7,773.33  | \$23.20                 |
| 361 acres and more    | \$11,746.87 | \$12.16                 |

|                   |                  |              |
|-------------------|------------------|--------------|
| Plan revision fee | Each occurrence  | \$80.00      |
|                   | Plus hourly rate | \$75.00/hour |

**Site Permit Operation Monitoring Fees (Grading)**

The operation-monitoring fee shall be calculated by adding the applicable amount from Annual Volume Table to an amount equal to \$80.00 per acre disturbed and not restored during the monitoring period.

ANNUAL VOLUME TABLE

| <u>Volume Deposited or Removed</u> | <u>Base</u> | <u>Per 100 cu. yds.</u> |
|------------------------------------|-------------|-------------------------|
| 0 to 3,000 cu. yds.                | \$0.00      | \$34.54                 |
| 3,001 to 10,000 cu. yds.           | \$861.55    | \$5.83                  |
| 10,001 to 20,000 cu. yds.          | \$1,270.35  | \$1.74                  |
| 20,001 to 40,000 cu. yds.          | \$1,454.31  | \$0.82                  |
| 40,001 to 80,000 cu. yds.          | \$1,576.95  | \$0.51                  |
| 80,001 cu. yds and more            | \$1,699.59  | \$0.21                  |

**Site Plan Review (drainage) - Commercial**

| <u>Total disturbed area</u> | <u>Amount</u> |
|-----------------------------|---------------|
| 0-1/2 site acre             | \$818.00      |
| 1/2-1 site acre             | \$1,022.00.   |
| 1-2 site acre               | \$1,635.00    |
| 2-5 site acre               | \$3,270.00    |
| 5-10 site acres             | \$3,884.00    |
| More than 10 acres          | \$4,292.00    |

**Commercial Traffic Circulation Review**

|   |          |
|---|----------|
| a. On-site review only-no right-of-way improvements | \$164.00 |
| b. On-site and right-of-way improvements review     | \$491.00 |
| c. Review for compliance with SEPA conditions       | \$164.00 |

**Standard Bonding Rate**

The standard bonding rate is set at 150% of the cost of the uncompleted work to be bonded. 150%

**Transportation Impact Fees**

Transportation Impact Fees apply to all new developments and the increase in P.M. peak trips resulting from redevelopment.

|   |            |
|---|------------|
| Rate per single family residential unit, owner occupied | \$1025.00  |
| Rate per single family residential unit, ADU            | \$533.00   |
| Rate per P.M. peak trips                                | \$1,020.00 |

**Engineering Review-Other Inspections and Fees**

|  |                                 |
|--|---------------------------------|
| Related inspections and other services | \$75.00/hour                    |
| Reclamation bond release inspection    | \$184.00                        |
| Re-inspection of non-bonded actions    | \$184.00                        |
| Resubmittal, each occurrence           | \$106.00 + Standard hourly rate |
| Revision to previously approved plan   | \$106.00 + Standard hourly rate |
| Variance - Administrative              | \$200.00                        |
| Variance - with a public hearing       | \$814.00                        |

**BUILDING SERVICES DIVISION****Building Permit Fees**

| <u>Valuation Amount</u>  | <u>Permit Fee</u>   |
|--------------------------|---|
| \$1.00 to \$500.00       | \$50.00   |
| \$501.00 to \$2,000      | \$29.38 for the first \$500.00 plus \$3.81 for each additional \$1,000, or fraction thereof, to and including \$2,000; however, no fee shall be less than \$50.00 |
| \$2,001 to \$25,000      | \$86.56 for the first \$2,000 plus \$17.50 for each additional \$1,000, or fraction thereof, to and including \$25,000  |
| \$25,001 to \$50,000     | \$489.06 for the first \$25,000 plus \$12.63 for each additional \$1,000, or fraction thereof, to and including \$50,000  |
| \$50,001 to \$100,000    | \$804.69 for the first \$50,000 plus \$8.75 for each additional \$1,000, or fraction thereof, to and including \$100,000  |
| \$100,001 to \$500,000   | \$1,242.19 for the first \$100,000 plus \$7.00 for each additional \$1,000, or fraction thereof, to and including \$500,000                                       |
| \$500,001 to \$1,000,000 | \$4,042.19 for the first \$500,000 plus \$5.94 for each additional \$1,000, or fraction thereof, to and including \$1,000,000                                     |
| Over \$1,000,000         | \$7,010.94 for the first \$1,000,000 plus \$3.94 for each additional \$1,000, or fraction thereof   |

**Building - Other Inspections & Fees**

|  |   |
|--|---|
| Additional plan review required by changes, additions or revisions to plans (minimum 1 hour) | \$75.00/hour  |
| Adult family home; application and inspection  | \$135.00  |
| Consultant charges for plan checking and inspections, or both                                | 100% of actual cost to include a 10% administrative fee |
| Code enforcement inspection  | \$75.00/hour  |

|   |                                    |
|---|------------------------------------|
| Demolition permit fee   |                                    |
| a. For buildings 500 square feet or less  | \$50.00                            |
| b. Minimum for buildings 500 sq ft or greater   | \$150.00                           |
| Inspections for which no fee is specifically indicated, per hour<br>(minimum 1 hour)  | \$75.00/hour                       |
| Inspections outside the normal business hours (minimum 4 hours)   | \$112.50/hour                      |
| Manufactured Home - In a park or on a private property  | \$310.00                           |
| Manufactured Home - Pre-inspection fee per hour (plus mileage at IRS<br>rate)   | \$75.00/hour                       |
| Modular Structure-Fee off of contract amount and computed from ICC<br>Building Standard Fee Table   | Valuation                          |
| Moving of a house   | \$300.00                           |
| Re-roofing Permit for a single-family residence is based upon valuation<br>as determined by the contract amount, or computed at the fair market<br>rate per square foot for the DIY projects, (minimum fee \$90.00) | \$90.00<br>minimum or<br>valuation |
| Re-inspection fees per hour (minimum 1 hour)  | \$75.00/hour                       |
| Washington State Surcharge (Multifamily Unit Fee-State mandate)   | \$4.50                             |

**Building - Plan Review Fee**

a. Plan Review Fee is equal to 65% of the permit fee.

**Sign Permit Fees**

| <u>Valuation</u>         | <u>Permit Fee</u>                         |
|--------------------------|---|
| \$250.00 or less         | \$54.00                                   |
| \$251.00 to \$1,000      | \$54.00 plus 4% of cost over \$250.00     |
| \$1,001 to \$5,000       | \$84.00 plus 2% of cost over \$1,000      |
| \$5,001 to \$50,000      | \$164.00 plus 1.64% of cost over \$5,000  |
| \$50,001 to \$250,000    | \$902.00 plus 1.2% of cost over \$50,000  |
| \$250,001 to \$1,000,000 | \$3,302 plus .8% of cost over \$250,000   |
| \$1,000,001 and up       | \$9,677 plus .4% of cost over \$1,000,000 |

**Sign - Plan Review Fee**

a. In addition to the permit fee, when plan review is required, including fire alarm systems, a plan review fee must be paid at the time of permit application equal to 20% of the permit fee with a minimum of \$75.00

b. Plan review, if required by changes, additions, and/or revisions to plans, (minimum 1 hour) \$75.00 per hour

**Signs - Other Inspections and Fees**

|   |   |
|---|---|
| Consultants for plan checking and inspections, or both  | 100% of actual cost to include a 10% administrative fee |
| Inspections for which no fee is specifically indicated,   | \$75.00/hour  |
| Inspections outside the normal business hours, (minimum 4 hour)   | \$112.50/hour   |
| Plan review, additional fee, as required by changes, additions, and revisions to plans, (minimum 1 hour)                                    | \$75.00/hour  |
| Plan review fee, in addition to permit fee, must be paid at the time of permit application, equal to 20% of the permit fee, \$75.00 minimum | \$75.00 minimum   |
| Re-inspection fees (minimum 1 hour)   | 75.00/hour  |

**Electrical Permits**

**Electrical-Single Family Residence (SFR)**

|   |          |
|---|----------|
| New Construction SFR dwelling (includes a garage)   | \$143.00 |
| New Construction Garages, Pools, Spas, Outbuildings | \$77.00  |
| New Construction Low voltage systems                | \$66.00  |

**Electrical-Additions and Remodels to Single Family Residence**

|  |  |
|--|--|
| SFR Service change or alteration – no added/altered circuits | \$77.00  |
| SFR Service change with added/altered circuits               | \$77.00plus \$10.00 per each added circuit (maximum \$143.00 permit fee) |
| SFR Circuits added/altered without service change            |  |
| a. with up to five (5) circuits                              | \$66.00  |
| b. more than five (5) circuits                               | add \$7.50 per each added circuit (maximum \$175.00 permit fee)          |
| Meter/mast repair  | \$80.00  |
| Noise remedy permit  | \$110.00   |
| Noise remedy permit - over 3 units- fee off of valuation     | Valuation  |



**Electrical-Multi-Family and Commercial (including low voltage and fire alarm systems)**

| Valuation Amount       | Fee  |
|------------------------|--|
| \$ 250 or less         | \$ 54.00                                     |
| \$ 251 - 1,000         | \$ 54.00 plus 4% of cost over \$250          |
| \$ 1,001 - 5,000       | \$ 84.00 plus 2% of cost over \$1,000        |
| \$ 5,001 - 50,000      | \$ 164.00 plus 1.64% of cost over \$5,000    |
| \$ 50,001 - 250,000    | \$ 902.00 plus 1.2% of cost over \$50,000    |
| \$ 250,001 - 1,000,000 | \$3,302.00 plus .85% of cost over \$250,000  |
| \$1,000,001 and up     | \$9,677.00 plus .5% of cost over one-million |

a. In addition to the permit fee, when plan review is required, including fire alarm systems, a plan review fee must be paid at the time of permit application equal to 20% of the permit fee with a minimum of \$75.00

b. Additional plan review, if required by changes, additions, and/or revisions to plans \$75 per hour (minimum 1 hour)

**Electrical -Other Inspections and Fees****Carnivals**

|                    |         |
|--------------------|---------|
| a. Base fee        | \$90.00 |
| b. Each concession | \$12.00 |

Consultants for plan checking and inspections, or both 100% of actual cost to include a 10% administrative fee

Inspection or plan review not specified elsewhere \$75.00/hour

Inspections for which no fee is specifically indicated (minimum 1 hour) \$75.00/hour

Inspections outside the normal business hours (minimum 4 hours) \$112.50/hour

Manufactured/Mobile home service (does not include garage or outbuildings) \$80.00

Re-inspection fees per hour (minimum 1 hour). \$75.00/hour

Temporary service (residential) per hour \$75.00/hour

**Fuel Storage Tanks**

|   | Valuation     |
|---|---------------|
| Installation  |               |
| Removal of fuel storage tank (FST), other than residential or farm, less than 1,100 gallons | \$255.00      |
| Additional tanks inspected at same time   | \$102.00 each |

**Fire Sprinkler Permits****Fire Sprinkler Single Family Residence (SFR)**

|   |          |
|---|----------|
| New construction Single Family Dwelling | \$180.00 |
| Addition to existing system             | \$112.00 |

**Fire Sprinkler - Multi-Family and Commercial**

| Valuation Amount       | Fee  |
|------------------------|--|
| \$ 250 or less         | \$ 45.00                                   |
| \$ 251 - 1,000         | \$ 45.00 plus 4% of cost over 250          |
| \$ 1,001 - 5,000       | \$ 75.00 plus 1.5% of cost over 1,000      |
| \$ 5,001 - 50,000      | \$ 135.00 plus 1.4% of cost of 5,000       |
| \$ 50,001 - 250,000    | \$ 765.00 plus 1% of cost over 50,000      |
| \$ 250,001 - 1,000,000 | \$2,765.00 plus .8% of cost over 250,000   |
| \$1,000,001 and up     | \$8,765.00 plus .4% of cost over 1,000,000 |

**Fire Sprinkler-Plan Review Fee**

a. Plan review for fire sprinkler permits shall be computed at 50% of the permit fee as based on the valuation amount.

b. Additional Plan review, if required by changes, additions, and/or revisions to plans, \$75.00 per hour (minimum 1 hour)

**Fire Sprinkler-Other Inspections and Fees**

|  |   |
|--|---|
| Consultants for plan checking and inspections or both            | 100% of actual cost to include a 10% administrative fee |
| Inspections for which no fee is specifically indicated           | \$75.00 /hour   |
| Inspections outside the normal business hours, (minimum 4 hours) | \$112.50 /hour  |
| Re-inspection fees   | \$75.00/hour  |

**PARKS AND RECREATION**

| <b>Community Center</b>   | <b>Resident</b>     | <b>Non-Resident</b> |
|---|---------------------|---------------------|
| Facility Rental-Banquet Room                                      | \$85.00-125.00/hour | \$95.00-135.00/hour |
| Shelter A and B (includes North SeaTac Park and performing stage) | \$90-120/all day    | \$125-155/all day   |
| Shelter C   | \$110-140/all day   | \$150-180/all day   |
| Shelter D   | \$50-80/all day     | \$75-105/All day    |
| Facility Rental-Gymnasium   | \$50.00-60.00/hour  | \$75.00-85.00/hour  |
| Facility Rental-Multipurpose Room                                 | \$7.50-17.50/hour   | \$10.00-20.00/hour  |
| Facility Rental-Arts/Crafts                                       | \$5.00-50.00/hour   | \$20.00-60.00/hour  |
| Staff Rental  | \$18.00-25.00/hour  | \$18.00-25.00/hour  |
| Drop-In Aerobics  | \$2.00-10.00        | \$2.00-10.00        |
| Weight Room   | \$2.00-6.00         | \$2.00-6.00         |
| Weight Room (monthly)   | \$20.00-30.00       | \$20.00-30.00       |
| Shower  | \$2.00              | \$2.00              |
| <b>Valley Ridge Community Center</b>                              | <b>\$40-70/hour</b> | <b>\$50-80/hour</b> |
| <b>Sports Field – North SeaTac Park/Weekend</b>                   |                     |                     |
| Softball/Tournament (1 day)                                       | \$600-800/adult     | \$450-600/youth     |
| Softball/Tournament (2 day)                                       | \$700-900/adult     | \$575-700/youth     |
| <b>Sports Field – Valley Ridge Park</b>                           |                     |                     |
| Tournament/Daily Fee  | \$1,050-1,200/adult | \$1,050-1,200/youth |
| Portable mounds/field   | \$60-100/adult      | \$60-100/youth      |
| Portable fencing/field  | \$110-150/adult     | \$110-150/youth     |
| Baseball/softball/soccer  |                     |                     |
| Practice  | \$45-60/adult       | \$7-45/youth        |
| Games   | \$45-60/adult       | \$11-45/youth       |
| <b>Grass Field Only</b>   |                     |                     |
| Practice  | \$15-21/adult       | \$7-10/youth        |
| Games   | \$26-32/adult       | \$11-15/youth       |
| <b>Sports Field – Sunset Park</b>                                 |                     |                     |
| Baseball/softball/soccer  |                     |                     |
| Practice  | \$15-21/adult       | \$7-10/youth        |
| Games   | \$26-32/adult       | \$11-15/youth       |

**Recreation Programs**

Recreation Programs are designated by major category with a fee range. Fees for specific programs will vary within the range indicated, based on the number of participants, duration of program, instruction costs and operational supplies.

|   |                |
|---|----------------|
| Sport Classes   | \$9.00-615.00  |
| Recreation Classes  | \$8.00-205.00  |
| Senior Programs   | \$7.50-94.00   |
| Teen Programs   | \$10.00-100.00 |
| Camp Programs   | \$5.00-155.00  |
| Special Events  | \$5.00-91.00   |
| Convenience fee for each online registration for any class, excursion, or other recreation transaction. | \$1.00         |

**POLICE SERVICES**

|  |  |
|--|--|
| Concealed Pistol License   | As set by RCW 9.41.070                             |
| False Alarms (excessive) - two or more in any consecutive 6 month period. (See City of SeaTac Municipal Code, SMC 8.20.080 for complete details) | \$100.00   |
| Fingerprint Cards-first 2 cards  | \$15.00  |
| Additional cards   | \$5.00 each  |
| Public Disclosure Records Requests / Police Reports  | Refer to King County Sheriff's Office Records Unit |
| Records Request for CD/DVD recording of holding cell area (i.e. defense attorney letter for Washington State Patrol Case)                        | \$25.00 per disk                                   |
| Vehicle Impound release fee (DWLS)   | \$100.00   |

**PUBLIC WORKS**

|                             |            |
|-----------------------------|------------|
| <b>Street Vacation</b>      |            |
| Street vacation application | \$1,000.00 |
| Street vacation processing  | \$1,000.00 |
| <b>Franchise Fees</b>       |            |
| Franchise Application       | \$4,280.00 |

**STANDARD HOURLY RATE - \$75.00 (applies to all City departments)**The standard hourly rate is set at \$75.00 per hour. When inspections or other services are required after normal business hours, the rate is increased to one and one-half times the standard hourly rate, with a four-hour minimum callback charge. These rates shall also apply to agreed requests for expedited inspections, reviews, or other services, if City personnel are available to work on an overtime basis.

**CONSULTANT FEES**

When consultant services are required to supplement or extend City Staff services and when such consultant is mutually agreed upon to provide expedited services, all consultant fees, shall be paid directly by the applicant, at 100% of actual fees charged, plus a 10% administrative charge for contract management by the City.

**Mechanical Permits**

**Mechanical-Single Family Residence (SFR)**

|  |          |
|--|----------|
| New Construction single family dwelling*   | \$170.00 |
| New Construction installation/existing dwelling* (existing dwelling with no existing ducting or venting) | \$170.00 |
| *Gas piping included under these permits   |          |

**Mechanical - Additions and Remodels to Single Family Residence**

|   |          |
|---|----------|
| Each new or replaced appliance/equipment, (furnaces, water heaters, exhaust fans, etc.)*            | \$65.00  |
| More than two new or replaced appliances/equipment, (furnaces, water heaters, exhaust fans, etc.) * | \$170.00 |
| Gas piping (no equipment or appliances)   | 60.00    |
| *Gas piping included under these permits.   |          |

**Mechanical - Multi-Family and Commercial**

| Valuation Amount       | Fee  |
|------------------------|--|
| \$ 250 or less         | \$ 45.00                                   |
| \$ 251 - 1,000         | \$ 45.00 plus 4% of cost over 250          |
| \$ 1,001 -5,000        | \$ 75.00 plus 1.5% of cost over 1,000      |
| \$ 5,001 – 50,000      | \$ 135.00 plus 1.4% of cost of 5,0000      |
| \$ 50,001 -250,000     | \$ 765.00 plus 1% of cost over 50,000      |
| \$ 250,001 - 1,000,000 | \$2,765.00 plus .8% of cost over 250,000   |
| \$1,000,001 and up     | \$8,765.00 plus .4% of cost over 1,000,000 |

**Mechanical - Plan Review Fee**

- a. Permit costs include the normal plan review associated with the application
- b. Additional plan review, if required by changes, additions, and/or revisions to plans, \$75.00 per hour (minimum 1 hour)

**Mechanical-Other Inspections and Fees**

|  |   |
|--|---|
| Consultants for plan checking and inspections or both            | 100% of actual cost to include a 10% administrative fee |
| Inspections for which no fee is specifically indicated           | \$75.00 /hour   |
| Inspections outside the normal business hours, (minimum 4 hours) | \$112.50 /hour  |

Re-inspection fees \$75.00/hour

**Plumbing Permits**

**Plumbing-Single Family Residence (SFR)**

New construction SFR Plumbing Permit \$170.00

**Plumbing- Additions and Remodels to Single Family Residence**

Adding one to five fixtures \$62.00  
 Adding six to ten fixtures \$110.00  
 Over ten fixtures \$170.00

**Plumbing - Multi-Family and Commercial**

| Valuation Amount       | Fee  |
|------------------------|--|
| \$ 250 or less         | \$ 45.00                                   |
| \$ 251 - 1,000         | \$ 45.00 plus 4% of cost over 250          |
| \$ 1,001 - 5,000       | \$ 75.00 plus 1.5% of cost over 1,000      |
| \$ 5,001 - 50,000      | \$ 135.00 plus 1.4% of cost of 5,000       |
| \$ 50,001 - 250,000    | \$ 765.00 plus 1% of cost over 50,000      |
| \$ 250,000 - 1,000,000 | \$2,765.00 plus .8% of cost over 250,000   |
| \$1,000,001 and up     | \$8,765.00 plus .4% of cost over 1,000,000 |

**Plumbing-Plan Review Fee**

- a. Permit costs include the normal plan review associated with the application
- b. Additional Plan review, if required by changes, additions, and/or revisions to plans, \$75.00 per hour (minimum 1 hour)

**Plumbing-Other Inspections and Fees**

Consultants for plan checking and inspections or both 100% of actual cost to include a 10% administrative fee

Inspections for which no fee is specifically indicated \$75.00 /hour

Inspections outside the normal business hours, (minimum 4 hours) \$112.50 /hour

Re-inspection fees \$75.00/hour

**Fire Alarm Systems**

Use the Commercial Fee Table for Electrical Permits

CITY OF SEATAC

SCHEDULE OF LICENSE FEES, PERMIT FEES, AND  
OTHER FEES AND CHARGES FOR CITY SERVICES

**ANIMAL CONTROL\***

\* All animal control licenses and fees are charged on a pass-through basis as set by King County (King County Code, Chapter 11.04).

**CITY CLERK AND GENERAL GOVERNMENT**

|  |                            |  |
|--|----------------------------|--|
| Minimum handling/mailing fee                                 |                            | \$2.00   |
| Audio / Video recordings of meetings                         |                            | \$20.00 per<br>CD/DVD  |
| Certified or exemplified copies of documents, per page       |                            | \$2.00   |
| City maps<br>(for specialty maps, refer to GIS Program fees) |                            | \$1.00   |
| Photocopies, per page for 10 or more pages                   |                            | \$0.15   |
| Copies from Microfilm, per page for 10 or more pages         |                            | \$0.15   |
| Mailing of City Council Agendas                              | Annually                   | \$30.00  |
| Mailing of City Council Agenda Packets                       | Annually<br>Per<br>meeting | \$250.00<br>\$5.00   |
| Passport application execution fee                           |                            | Passport fees<br>are determined by<br>US Department of<br>State. |
| Photographs  |                            | Actual cost + 10%  |



**FINANCE**

|   |            |
|---|------------|
| Preliminary budget  | \$10.00    |
| Adopted budget  | \$20.00    |
| Monthly budget status report  | \$5.00     |
| Monthly general ledger reports  | \$5.00     |
| Financial statements (Comprehensive Annual Financial Report)  | \$20.00    |
| Picture I.D.  | \$5.00     |
| Lost check/Re-issue requested (vendor and/or employee)  | \$25.00    |
| Dishonored Checks:  |            |
| a. Reasonable handling charge   | \$25.00    |
| b. Cost of collection<br>(or face amount of check, whichever is lesser)   | \$40.00    |
| c. Interest from date of dishonor   | 12.0%      |
| Additional damages in event of court action - court costs and attorney<br>fees of three times the face amount of the check, or \$300, whichever is<br>less. |            |
| Collection Agency Fees  | cost + 10% |

**Geographic Information Systems (GIS) Program Fees:**

|   |  |
|---|--|
| Staff time for filling requests<br>(minimum 1 hour; billed in 15-minute increments) | Standard Hourly Rate                     |
| Media Charges:  |  |
|   | \$20.00                                  |
|   | CD/DVD                                   |
| Printed Products:   |  |
| Color   | \$3.00 per square foot                   |
| Black and White   | \$1.00 per square foot                   |
| Mailing Labels:   | \$0.60 per label (\$25 minimum)          |
| Mailing Lists:  | \$0.30 per address                       |
| Data Coverage Updates:  | Standard Hourly Rate<br>One Hour Minimum |

**BUSINESS LICENSES:**

|  |                        |                      |
|--|------------------------|----------------------|
| General business license<br>(after October 1, prorated to \$17.50)   | Annual                 | \$35.00              |
| Novelty amusement device license,  | Annual<br>Each Machine | \$100.00             |
| Shuffleboard license, each board   | Annual                 | \$50.00              |
| Amusement place licenses:<br>Adult entertainment, adult theater, or<br>adult use business license                            | Annual                 | \$825.00             |
| Adult entertainment manager, adult theater manager,<br>Adult use establishment or adult entertainment<br>entertainer license | Annual                 | \$75.00              |
| Floor shows, music, boxing, wrestling,<br>skating rinks and other amusements<br>Carnivals                                    | Annual                 | \$200.00             |
| One to ten units, daily  |                        | \$40.00              |
| More than ten units, daily   |                        | \$100.00             |
| Closing out sales, 30-day  |                        | \$300.00             |
| Public dance hall license  | Annual<br>Semi-Annual  | \$200.00<br>\$100.00 |
| Public dance permit  | Daily                  | \$25.00              |
| Pool and billiard tables in a business establishment, per table<br>(maximum of \$500.00 per establishment)                   |                        | \$100.00             |
| Vendor or coin operated pool tables  | Annual                 | \$100.00             |
| Private security business license<br>(General business license only)   | Annual                 | \$35.00              |
| Public fireworks, display permit<br>(Plus \$100.00 clean-up deposit)   | One-time               | n/a                  |
| Go kart track license  | Annual                 | \$500.00             |
| Junk shop license  | Annual                 | \$300.00             |
| Junk wagon license   | Annual                 | \$40.00              |

**Attachment 1 To Agenda Bill 3654**  
**Last Revised on 06/24/14**

|   |         |                |
|---|---------|----------------|
| Massage business license<br>(applicable only where owner is not<br>a licensed massage practitioner)                       | Annual  | \$150.00       |
| Public bathhouse license  | Annual  | \$150.00       |
| Massage practitioner license<br>(general business license only)   | Annual  | \$35.00        |
| Mechanical music machines:  |         |                |
| Location license  | Annual  | \$25.00        |
| Operator's license  | Annual  | \$250.00       |
| Vendors license   | Annual  | \$100.00       |
| Mech. music machine sublicense  | Annual  | \$10.00        |
| Outdoor musical entertainment permit  | One Day | \$750.00       |
| Pawnbroker license  | Annual  | \$500.00       |
| Secondhand dealer's license,  | Annual  | \$40.00        |
| Taxicab licenses  |         | King<br>County |
| Theater license<br>(per screen)   | Annual  | \$100.00       |
| Tobacco retailer's license  | 3 year  | \$210.00       |
| Charitable solicitation permits,<br>No paid outside solicitors  | Annual  | \$40.00        |
| with paid outside solicitors  |         | \$1,000.00     |
| Solicitor or canvasser license  | Annual  | \$35.00        |
| Firearm dealer's license  | Annual  | \$5.00         |
| Meat Distribution Facilities License<br>Retail meat shop (one person shop) where only<br>pre-cut meats are sold           |         | \$35.00        |
| Retail meat shop employing four or more<br>meat cutters and/or meat wrappers or meat salespersons<br>Open until 6:00 p.m. |         | \$130.00       |

|  |          |
|--|----------|
| Open after 6:00 p.m.   | \$180.00 |
| Retail processed meat shop   | \$35.00  |
| Wholesale meat shop employing not more than five persons   |          |
| If under state or federal inspection   | \$200.00 |
| If not under state or federal inspection   | \$350.00 |
| Wholesale meat shop employing six or more persons  |          |
| If under state or federal inspection   | \$350.00 |
| If not under state or federal inspection   | \$550.00 |
| Meat warehouse   | \$25.00  |
| Meat Dealer's License:   |          |
| Wholesale meat dealer and wholesale commission meat dealer   | \$250.00 |
| Personal License:  |          |
| Meat cutter license, apprentice meat cutter license, meat wrapper license, and meat wrapper salesman license | \$10.00  |
| <b><u>FIRE DEPARTMENT:</u></b>   |          |
| Entry or lateral transfer civil service test fee   | \$30.00  |
| International Fire Code Permits<br>(Temporary/not to exceed 6 months)  | \$30.00  |
| International Fire Code Permits<br>(Residential heating oil tank decommissioning)                            | n/a      |
| International Fire Code permits<br>(new permits and renewals expired more than 30 days)                      | \$60.00  |
| International Fire Code permits<br>(renewals of permits expired 30 days or less)                             | \$30.00  |
| Annual ambulance operator inspection fee   | \$100.00 |
| Copy Fees – Records, per incident  | \$5.00   |

**HEARING EXAMINER:**

|   |          |
|---|----------|
| Filing fee: Appeal to examiner                                      | \$100.00 |
| Filing fee: Appeal from examiner to City Council (where applicable) | \$100.00 |
| (plus City Clerk fee for CDs and copy of record before examiner)    |          |

**MUNICIPAL COURT:**

|  |         |
|--|---------|
| Record on appeal from Municipal Court<br>(non-refundable fee ), per CD | \$20.00 |
| Certified or exemplified copies of documents, per page                 | \$2.00  |

**PLANNING AND COMMUNITY DEVELOPMENT:**

|  |         |
|--|---------|
| Comprehensive Plan   | \$60.00 |
| Other Plans and Planning Documents, per page for<br>10 or more pages | \$0.15  |
| Zoning Code  | \$60.00 |

**Short Plats (Preliminary)**

|                                 |            |
|---------------------------------|------------|
| a. Preliminary                  | \$1,600.00 |
| b. Engineering plan review      | \$500.00   |
| c. Supplemental drainage review | \$195.00   |

**TOTAL** \$2,295.00

Final Short Plats \$2,000.00

Re-imbusement to neighbor(s) for cost  
of re-addressing of house (if required) \$100.00  
per house

Separate Lot Determination (minimum staff fee) \$200.00

Consultant Review and Confirmation fee (for  
Wetland Consultant, GeoTeach Consultant,  
Arborist) 100% of  
cost

Wireless Communication Facilities  
Independent Review Deposit \$3,500

Attachment To Agenda Bill 3654  
Last Revised on 06/24/14

|  |  |                       |
|--|--|-----------------------|
| Lot Line Adjustments                           |  | \$400.00              |
| Long Plats (Preliminary)                       | 100 lots or less                       | \$6000+100<br>per lot |
|  | More than 100 lots                     | \$7000+100<br>per lot |
| Final Long Plats                               | 30 lots or less                        | \$3000+100<br>per lot |
|  | 31 or more lots                        | \$3500+100<br>per lot |
| Development Agreement, application fee         |  | \$7,500.00            |
| Planned Unit Developments (PUD)<br>Preliminary | 100 units or less                      | \$7000+200<br>per lot |
|  | More than 100 lots                     | \$8000+200<br>per lot |
| Final PUD                                      |  | \$4,000.00            |
| Rezones  | Reclassification to:<br>UL             |                       |
|  | Base:                                  | \$3,500.00            |
|  | Per Acre:                              | \$1,200.00            |
|  | Maximum                                | \$50,000.00           |
|  | Reclassification to:<br>T, UM, MHP     |                       |
|  | Base:                                  | \$4,500.00            |
|  | Per Acre:                              | \$1,800.00            |
|  | Maximum:                               | \$50,000.00           |
|  | Reclassification to:<br>NB, UH, O/C/MU |                       |
|  | Base:                                  | \$5,000.00            |
|  | Per Acre:                              | \$2,000.00            |
|  | Maximum:                               | \$50,000.00           |

|  |  |             |
|--|--|-------------|
|  | Reclassification to:<br>O/CM, CB, I, ABC,<br>BP, Other |             |
|  | Base:  | \$6,000.00  |
|  | Per Acre:  | \$3,500.00  |
|  | Maximum:   | \$50,000.00 |
|  | Change in property-<br>specific conditions<br>only.    |             |
|  | Base:  | \$1,500.00  |
|  | Per Acre:  | \$500.00    |
|  | Maximum:   | \$5,000.00  |
| Special Home Occupation Permit (Review &<br>Hearing with Hearing Examiner) |  | \$200.00    |
| Zoning Compliance Letter   |  | \$400.00    |
| Zoning Code Interpretation   |  | \$200.00    |
| Conditional Use Permits (CUP)  |  |             |
| a. Minor (Administrative)  |  | \$2,000.00  |
| b. Major (with public hearing and<br>Hearing Examiner Decision)            |  | \$4,000.00  |
| Variances  |  |             |
| a. Administrative  |  | \$1,000.00  |
| b. With public hearing and Hearing<br>Examiner Decision                    |  | \$2,000.00  |
| Shoreline Exemption  |  | \$150.00    |
| Shoreline Substantial Development Permit                                   |  |             |
| a. Up to \$10,000  |  | \$350.00    |
| b. \$10,001 to \$100,000   |  | \$1,100.00  |
| c. \$100,001 to 500,000  |  | \$3,000.00  |
| d. \$500,001 to 1,000,000  |  | \$5,000.00  |
| e. \$1,000,001 +   |  | \$8,000.00  |
| SEPA Review  |  |             |
| a. \$0 to \$250,000  |  | \$1,000.00  |
| b. \$251,000 to \$500,000  |  | \$1,400.00  |
| c. \$500,001 to \$1,000,000  |  | \$2,400.00  |
| d. \$1,000,001 +   |  | \$3,400.00  |

The fee is waived as to the following projects:

- The expansion of a single-family residence landward from the shoreline of Angle Lake.
- The construction of an accessory structure landward of a single-family residence.

Inspections and reviews not otherwise covered Standard hourly rate

Site Plan Review Permit

Type I

- |  |          |
|--|----------|
| a. Cutting of trees, or clearing of vegetation on any property, except a single-family lot that is developed with no restrictive covenants prohibiting the cutting of trees; | \$200.00 |
| b. Addition or changes to paved areas or circulation;  | \$200.00 |
| c. "Changes in Use" not covered under another permit;  | \$400.00 |
| d. Other actions requiring Zoning Code review and compliance per SMC 15.05.040, where no other City permit is required;  |          |
| • Value of work less than \$10,000   | \$200.00 |
| • Value of work greater than \$10,000  | \$400.00 |

Type II (Site Plan Review of SEPA Submittal)

\$0  
(Included in  
SEPA Fee)

Temporary Use Fee \$60.00

**POLICE SERVICES:**

Concealed Pistol License As set by  
RCW  
9.41.070

|                   |                  |             |
|-------------------|------------------|-------------|
| Fingerprint Cards | 2 cards          | \$10.00     |
|                   | Additional cards | \$3.00 each |

Public Disclosure Records Requests / Police Reports Refer to  
King  
County  
Sheriff's



|   |                           |
|---|---------------------------|
|   | Office<br>Records<br>Unit |
| Records Request for CD recording of holding cell area (i.e. defense attorney letter for Washington State Patrol Case) | \$25.00 per disk          |

**PUBLIC WORKS:**

**Right of Way Use Permit Fees**

**Application Fee**

|  |          |
|--|----------|
| Class A                                    | \$40.00  |
| Class B                                    | \$75.00  |
| Class C Residential less than 30 feet      | \$50.00  |
| Class C                                    | \$174.00 |
| Class C in conjunction with another permit | \$93.00  |
| Class D                                    | \$50.00  |
| Class E                                    | \$174.00 |
| Class E in conjunction with another permit | \$93.00  |

**Application Processing Fee**

|   |                      |
|---|----------------------|
| Class A                                       | Standard Hourly Rate |
| Class B                                       | Standard Hourly Rate |
| Class C Residential less than 30 feet         | Standard Hourly Rate |
| Class C with                                  |                      |
| Engineering plans with drainage facilities    | \$800.00             |
| Engineering plans without drainage facilities | \$213.00             |
| Resubmittal, each occurrence - base           | \$83.00              |
| Resubmittal, each occurrence - per hour       | Standard Hourly Rate |
| Revision to previously approved plans         | \$139.00             |
| Class D                                       | Standard Hourly Rate |
| Class E with                                  |                      |
| Engineering and traffic control plans         | \$250.00             |
| Resubmittal, each occurrence - base           | \$83.00              |
| Resubmittal, each occurrence - per hour       | Standard Hourly Rate |
| Revision to previously approved plans         | \$139.00             |

**Daily Use Fee**

|  |                      |
|--|----------------------|
| Class A  | Standard Hourly Rate |
| Class B  | Standard Hourly Rate |
| Class C Construction inspection -<br>Cost of improvement |                      |

|                     |                              |
|---------------------|------------------------------|
| \$ 0 - 30,000       | \$ 112.00 + \$62/\$1000 Cost |
| \$ 30,000 - 120,000 | \$1,162.00 + 27/\$1000 Cost  |
| \$120,001 - or more | \$3,562.00 + 7/\$1000 Cost   |

**Maintenance bond inspection -**

**Cost of improvement**

|                     |                            |
|---------------------|----------------------------|
| \$ 0 - 30,000       | \$ 69 + \$9.70/\$1000 Cost |
| \$ 30,001 - 120,000 | \$234 + 4.20/\$1000 Cost   |
| \$120,001 - or more | \$570 + 1.40/\$1000 Cost   |

Class D

Standard Hourly Rate

Class E - One hour per non-holiday weekday of hauling

Standard Hourly Rate

**FRANCHISE FEES:**

|  |   |
|--|---|
| Administrative Application Fee                                 | \$2,000.00  |
| Telecommunications, except as prohibited or Limited by Statute | 5% of Gross Revenues, Annually                          |
| Hazardous Liquids Pipelines                                    | Actual administrative costs of franchise administration |

**Public Works construction permits fees:**

|   |                           |
|---|---------------------------|
| A. Application review -                               |                           |
| 1. Initial review:                                    | \$174.00                  |
| 2. Initial review in conjunction with another permit: | \$93.00                   |
| B. Improvement plan review-                           |                           |
| 1. Engineering plans with drainage facilities:        | \$800.00                  |
| 2. Engineering plans without drainage:                | \$213.00                  |
| 3. Resubmittal, each occurrence - Base:               | \$83.00                   |
| Plus per hour:  | Standard hourly rate      |
| 4. Revision to previously approved plan:              | \$139.00                  |
| C. Construction inspection -                          |                           |
| Cost of improvement                                   |                           |
| \$ 0 - 30,000   | \$ 112 + \$62/\$1000 Cost |
| \$ 30,000 - 120,000                                   | \$1,162 + 27/\$1000 Cost  |
| \$120,001 - or more                                   | \$3,562 + 7/\$1000 Cost   |
| D. Maintenance bond inspection -                      |                           |
| Cost of improvement                                   |                           |

|                     |                            |
|---------------------|----------------------------|
| \$ 0 - 30,000       | \$ 69 + \$9.70/\$1000 Cost |
| \$ 30,001 - 120,000 | \$234 + 4.20/\$1000 Cost   |
| \$120,001 - or more | \$570 + 1.40/\$1000 Cost   |

- E. Code enforcement inspection: Standard hourly rate
- F. Inspection of electronic devices: Standard hourly rate

**Grading permits fees:**

|                 |                     |          |
|-----------------|---------------------|----------|
| Grading permits | 0 - 100 cubic yards | \$150.00 |
|-----------------|---------------------|----------|

Grading permit plan review fees.

- A. The plan review fee shall be calculated by adding the application amounts from Tables 1 and 2; provided the maximum plan review fee shall not exceed \$ 35,000.00:

**TABLE 1:**

| <u>VOLUME</u>             | <u>BASE</u> | <u>Per 100 cu. yds.</u> |
|---------------------------|-------------|-------------------------|
| 101 to 3,000 cu. yds.     | \$ 0.00     | \$14.50                 |
| 3,001 to 10,000 cu. yds.  | \$ 144.00   | \$ 9.70                 |
| 10,001 to 20,000 cu. yds. | \$ 824.00   | \$ 2.90                 |
| 20,001 to 40,000 cu. yds. | \$1,244.00  | \$ 0.80                 |
| 40,001 to 80,000 cu. yds. | \$1,364.00  | \$ 0.50                 |
| 80,001 cu. yds, and more  | \$1,604.00  | \$ 0.20                 |

**TABLE 2:**

| <u>DISTRIBUTED AREA</u> | <u>BASE</u> | <u>Per 100 cu. yds.</u> |
|-------------------------|-------------|-------------------------|
| Up to 1 acre            | \$ 58.00    | \$271.40                |
| 2 to 10 acre            | \$ 126.00   | \$203.50                |
| 11 to 40 acre           | \$ 966.00   | \$119.00                |
| 41 to 120 acre          | \$ 3,454.00 | \$ 57.30                |
| 121 to 360 acre         | \$ 7,606.00 | \$ 22.70                |
| 361 acres and more      | \$11,494.00 | \$ 11.90                |

- B. Plan revision fee
 

|                  |                      |
|------------------|----------------------|
| Each occurrence  | \$80.00              |
| Plus hourly rate | Standard hourly rate |

Grading permit operation monitoring fees.

- A. The operation monitoring fee shall be calculated by adding the applicable amount from Annual Volume Table to an amount equal to \$80.00 per acre distributed and not rehabilitated during the monitoring period.

**ANNUAL VOLUME TABLE:**

| <u>VOLUME DEPOSITED OR REMOVED</u> | <u>BASE</u> | <u>Per 100 cu. yds.</u> |
|------------------------------------|-------------|-------------------------|
| 0 to 3,000 cu. yds.                | \$ 0.00     | \$33.80                 |

|                           |            |         |
|---------------------------|------------|---------|
| 3,001 to 10, cu. yds.     | \$ 843.00  | \$ 5.70 |
| 10,001 to 20,000 cu. yds. | \$1,243.00 | \$ 1.70 |
| 20,001 to 40,000 cu. yds. | \$1,423.00 | \$ 0.80 |
| 40,001 to 80,000 cu. yds. | \$1,543.00 | \$ 0.50 |
| 80,001 cu. yds and more   | \$1,663.00 | \$ 0.20 |

B. Reclamation bond release inspection: \$93.00

C. Reinspection of non-bonded actions: \$93.00

Grading permit general fee provision.

A. Grading permit fee reduction for projects completed within one year: or 40.00%

B. Grading permit fee reduction for projects reviewed in conjunction with building permits, subdivisions, short subdivisions or planned unit developments: or 50.00%

C. Initial plan review fee reduction for projects reviewed within one year of unclassified use or Quarry Mining (Q-M) reclassification approval: and 90.00%

D. Grading permit fee for permits over 100 cubic yards shall be reduced by the fee calculated from the Uniform Building Code.

**Subdivision - Engineering review fees:**

A. Short subdivision

1. Plan and profile, single short plat -

a. Single short plat \$500.00

b. Two or more simultaneous applications for adjacent short plats on same plan

Base: \$625.00

Plus per lot: \$14.00

c. Supplemental plan and profile fee for drainage facilities: \$625.00

2. Revisions to previously approved plans: \$139.00

Plus per hour: Standard hourly rate

B. Subdivision

|  |                |                      |            |
|--|----------------|----------------------|------------|
| 1. Plan and profile                    |                |                      |            |
| a. 30 lots or less                     | Base:          |                      | \$1,528.00 |
|  | Plus per lot:  |                      | \$8.30     |
| b. 31 lots or more                     | Base:          |                      | \$1,651.00 |
|  | Plus per lot:  |                      | \$4.20     |
| 2. Resubmittal                         | Base:          |                      | \$83.00    |
|  | Plus per hour  | Standard hourly rate |            |
| 3. Revisions to approved plans         | Base:          |                      | \$83.00    |
|  | Plus per hour: | Standard hourly rate |            |
| <b>C. Planned Unit Development</b>     |                |                      |            |
| 1. Plan and profile                    |                |                      |            |
| a. 30 lots or less                     | Base:          |                      | \$1,875.00 |
|  | Plus per unit: |                      | \$13.90    |
| b. 31 lots or more                     | Base:          |                      | \$2,085.00 |
|  | Plus per unit: |                      | \$6.90     |
| 2. Resubmittal                         | Base:          |                      | \$83.00    |
|  | Plus per hour: | Standard hourly rate |            |
| 3. Revisions to approved plans         | Base:          |                      | \$83.00    |
|  | Plus per hour  | Standard hourly rate |            |
| <b>D. Conceptual Binding Site Plan</b> |                |                      |            |
| 1. Plan and profile                    | Base:          |                      | \$782.00   |
| 2. Resubmittal                         | Base:          |                      | \$83.00    |
|  | Plus per hour: | Standard hourly rate |            |
| 3. Revisions to approved plans         | Base:          |                      | \$83.00    |
|  | Plus per hour: | Standard hourly rate |            |

**Drainage Plan Review - Commercial:**

| <b><u>Total disturbed area</u></b> | <b><u>Amount</u></b> |
|------------------------------------|----------------------|
| 0-1/2 site acre                    | \$800.00             |
| 1/2-1 site acre                    | \$1,000.00           |
| 1-2 site acre                      | \$1,600.00           |
| 2-5 site acre                      | \$3,200.00           |
| 5-10 site acres                    | \$3,800.00           |
| More than 10 acres                 | \$4,200.00           |

Commercial traffic circulation review:

|    |  |          |
|----|--|----------|
| a. | On-site review only-no right-of-way improvements | \$160.00 |
| b. | On-site and right-of-way improvements review     | \$480.00 |
| c. | Review for compliance with SEPA conditions       | \$160.00 |

**STANDARD BONDING RATE:**

The standard bonding rate is set at 150% of the cost of the work to bonded.

**TRANSPORTATION IMPACT FEES:**

Transportation Impact Fees apply to all new developments and the increase in P.M. peak trips resulting from redevelopment.

|   |            |
|---|------------|
| Rate per single family, residential unit: | \$777.00   |
| Rate per P.M. peak trips                  | \$1,020.00 |

**Miscellaneous:**

|  |                                |
|--|--------------------------------|
| Plans<br>(or 100% of actual cost if outside service is utilized) | \$1 Per lineal foot            |
| Road vacation application fee                                    | \$250.00                       |
| Road vacation processing fee                                     | \$250.00                       |
| Related inspections and other services                           | Standard hourly rate           |
| Landowner's use of excess right-of-way                           | 12% of assessed value per year |
| Over-legal load permits, State fee, plus                         | \$10.00                        |
| Variance, Public Works - Administrative                          | \$200.00                       |
| Variance, Public Works - with a public hearing                   | \$814.00                       |

**Building Permit Fees (SMC 13.110)**

| <u>Total</u><br><u>Valuation</u> | <u>Permit Fee</u>   |
|----------------------------------|---|
| \$1.00 to \$500.00               | \$50.00   |
| \$501.00 to \$2,000              | \$29.38 for the first \$500.00 plus \$3.81 for each additional \$1,000, or fraction thereof, to and including \$2,000; however, no fee shall be less than \$50.00 |
| \$2,001 to \$25,000              | \$86.56 for the first \$2,000 plus \$17.50 for each additional \$1,000, or fraction thereof, to and including \$25,000  |
| \$25,001 to                      | \$489.06 for the first \$25,000 plus \$12.63 for each additional \$1,000, or  |

|                          |   |
|--------------------------|---|
| \$50,000                 | fraction thereof, to and including \$50,000   |
| \$50,001 to \$100,000    | \$804.69 for the first \$50,000 plus \$8.75 for each additional \$1,000, or fraction thereof, to and including \$100,000      |
| \$100,001 to \$500,000   | \$1,242.19 for the first \$100,000 plus \$7.00 for each additional \$1,000, or fraction thereof, to and including \$500,000   |
| \$500,001 to \$1,000,000 | \$4,042.19 for the first \$500,000 plus \$5.94 for each additional \$1,000, or fraction thereof, to and including \$1,000,000 |
| Over \$1,000,000         | \$7,010.94 for the first \$1,000,000 plus \$3.94 for each additional \$1,000, or fraction thereof                             |

**Other Inspections and Fees:**

1. Plan review fee is equal to 65% of the permit fee.
2. Inspections outside the normal business hours (minimum 4 hours) \$97.50 per hour.
3. Reinspection fees \$65.00 per hour (minimum 1 hour).
4. Inspections for which no fee is specifically indicated (minimum 1 hour) \$65.00 per hour.
5. Additional plan review required by changes, additions or revisions to plans (minimum 1 hour) \$65.00 per hour.
6. For use of outside consultants for plan checking and inspections, or both, Actual Cost
7. Demolition permit fee for buildings less than 500 square feet is \$50.00.
8. Minimum demolition permit fee for buildings 500 square feet or greater is \$150.00.
9. Permit for re-roofing a single-family residence is \$45.00.

**Sign Permit Fees**

| <u>Valuation</u>         | <u>Permit Fee</u>                         |
|--------------------------|---|
| \$250.00 or less         | \$54.00                                   |
| \$251.00 to \$1,000      | \$54.00 plus 4% of cost over \$250.00     |
| \$1,001 to \$5,000       | \$84.00 plus 2% of cost over \$1,000      |
| \$5,001 to \$50,000      | \$164.00 plus 1.64% of cost over \$5,000  |
| \$50,001 to \$250,000    | \$902.00 plus 1.2% of cost over \$50,000  |
| \$250,001 to \$1,000,000 | \$3,302 plus .8% of cost over \$250,000   |
| \$1,000,001 and up       | \$9,677 plus .4% of cost over \$1,000,000 |

**Other Inspections and Fees:**

1. In addition to the permit fee, a plan review fee must be paid at the time of permit application, equal to 20% of the permit fee. The minimum plan review fee shall be \$65.
2. Inspections outside the normal business hours (minimum 4 hours) \$97.50 per hour.
3. Reinspection fees \$65.00 per hour (minimum 1 hour).
4. Inspections for which no fee is specifically indicated (minimum 1 hour) \$65.00 per hour.
5. Additional plan review required by changes, additions and revisions to plans (minimum 1 hour) \$65.00 per hour.
6. For use of outside consultants for plan checking and inspections, or both, Actual Cost.

**Electrical Permits (SMC 13.180):**

Single Family Dwellings

NEW CONSTRUCTION

|  |          |
|--|----------|
| New single family dwelling (includes a garage) | \$140.00 |
| Garages, Pools, Spas, Outbuildings             | \$75.00  |
| Low voltage systems                            | \$55.00  |

Single Family Remodel and Service Changes

|   |  |
|---|--|
| Service change or alteration – no added/altered circuits                          | \$75.00  |
| Service change with added/altered circuits  | \$75.00 plus \$10.00<br>per each added<br>circuit (maximum<br>\$140.00 permit fee) |
| Circuits added/altered without service change (including up to five (5) circuits) | \$50.00  |
| Circuits added/altered without service change (more than five (5) circuits)       | \$50.00 plus \$7.00<br>per each added<br>circuit (maximum<br>\$90.00 permit fee)   |
| Meter/mast repair   | \$65.00  |
| Noise remedy modification permit  | \$90.00  |
| Low voltage systems   | \$55.00  |

Multi-Family and Commercial (including low voltage)

| Valuation Amount       | Fee                                       |
|------------------------|---|
| \$ 250 or less         | \$ 54                                     |
| \$ 251 - 1,000         | \$ 54 plus 4% of cost over 250            |
| \$ 1,001 - 5,000       | \$ 84 plus 2% of cost over 1,000          |
| \$ 5,001 – 50,000      | \$ 164 plus 1.64% of cost of 5,000        |
| \$ 50,001 - 250,000    | \$ 902 plus 1.2% of cost over 50,000      |
| \$ 250,001 - 1,000,000 | \$3,302 plus .85% of cost over 250,000    |
| \$1,000,001 and up     | \$9,677 plus .5% of cost over one-million |



**Plan Review Fee** – In addition to the permit fee, when plan review is required, including fire alarm systems, a plan review fee must be paid at the time of permit application equal to 20% of the permit fee with a minimum of \$65.

**Electrical Annual Permit Fee.**

For commercial/industrial location employing full-time electrical maintenance staff or having a yearly maintenance contract with a licensed electrical contractor. Note, all yearly maintenance contracts must detail the number of contractor electricians necessary to complete the work required under the contract. This number will be used as a basis for calculating the appropriate fee. Each inspection is based on a 2-hour maximum.

|                                 | Number of Inspections<br>Included | Fee        |
|---------------------------------|-----------------------------------|------------|
| 1 to 3 plant electricians       | 12                                | \$1,710.80 |
| 4 to 6 plant electricians       | 24                                | \$3,423.30 |
| 7 to 12 plant electricians      | 36                                | \$5,134.60 |
| 13 to 25 plant electricians     | 52                                | \$6,847.10 |
| More than 25 plant electricians | 52                                | \$8,559.60 |

*Note: Annual permit fees are valid for inspections at one facility (or site) only.*

**Miscellaneous**

|  |                  |
|--|------------------|
| Temporary service (residential)  | \$54.00          |
| Manufactured/Mobile home service (does not include garage or outbuildings) | \$80.00          |
| Carnivals  |                  |
| Base fee   | \$75.00          |
| Each concession  | \$10.00          |
| Inspection or plan review not specified elsewhere                          | \$65.00 per hour |
| Signs – See separate fee schedule  |                  |

**Other Inspections and Fees:**

1. Permit costs include the normal plan review associated with the application.
2. Inspections outside the normal business hours (minimum 4 hours) \$97.50 per hour.
3. Reinspection fees \$65.00 per hour (minimum 1 hour).
4. Inspections for which no fee is specifically indicated (minimum 1 hour) \$65.00 per hour.
5. Additional plan review required by changes, additions or revisions to plans (minimum 1 hour) \$65.00 per hour.
6. For use of outside consultants for plan checking and inspections, or both, Actual Cost.

**Mechanical Permits (SMC 13.160):**

**Single Family Dwellings**

|   |          |
|---|----------|
| New single family dwelling*   | \$150.00 |
| New Installation/existing dwelling* (existing dwelling with no existing ducting or venting) | \$150.00 |
| *Gas piping included under these permits  |          |

**Additions and Remodels to Single Family Dwellings**

|   |          |
|---|----------|
| Each new or replaced appliance*           | \$50.00  |
| More than two new or replaced appliances* | \$150.00 |
| Gas piping (no equipment or appliances)   | \$45.00  |
| *Gas piping included under these permits. |          |

**Multi-Family and Commercial**

| Valuation Amount       | Fee                                     |
|------------------------|---|
| \$ 250 or less         | \$ 45                                   |
| \$ 251 - 1,000         | \$ 45 plus 4% of cost over 250          |
| \$ 1,001 -5,000        | \$ 75 plus 1.5% of cost over 1,000      |
| \$ 5,001 – 50,000      | \$ 135 plus 1.4% of cost of 5,0000      |
| \$ 50,001 -250,000     | \$ 765 plus 1% of cost over 50,000      |
| \$ 250,001 - 1,000,000 | \$2,765 plus .8% of cost over 250,000   |
| \$1,000,001 and up     | \$8,765 plus .4% of cost over 1,000,000 |

**Other Inspections or Fees:**

1. Permit costs include the normal plan review associated with the application.
2. Inspections outside the normal business hours (minimum 4 hours) \$97.50 per hour.
3. Reinspection fees \$65.00 per hour (minimum 1 hour).
4. Inspections for which no fee is specifically indicated (minimum 1 hour) \$65.00 per hour.
5. Additional plan review required by changes, additions or revisions to plans (minimum 1 hour) \$65.00 per hour.
6. For use of outside consultants for plan checking and inspections, or both, Actual Cost.

**Plumbing permits (SMC 13.170):**

**Single Family Dwellings**

|                            |          |
|----------------------------|----------|
| New Single Family Dwelling | \$150.00 |
|----------------------------|----------|

**Additions and Remodels to Single Family Dwellings**

|                             |          |
|-----------------------------|----------|
| Adding one to five fixtures | \$50.00  |
| Adding six to ten fixtures  | \$70.00  |
| Over ten fixtures           | \$150.00 |

| <u>Multi-Family and Commercial</u> |   | Fee |
|------------------------------------|---|-----|
| Valuation Amount                   |   |     |
| \$ 250 or less                     | \$ 45                                   |     |
| \$ 251 - 1,000                     | \$ 45 plus 4% of cost over 250          |     |
| \$ 1,001 - 5,000                   | \$ 75 plus 1.5% of cost over 1,000      |     |
| \$ 5,001 - 50,000                  | \$ 135 plus 1.4% of cost of 5,000       |     |
| \$ 50,001 - 250,000                | \$ 765 plus 1% of cost over 50,000      |     |
| \$ 250,000 - 1,000,000             | \$2,765 plus .8% of cost over 250,000   |     |
| \$1,000,001 and up                 | \$8,765 plus .4% of cost over 1,000,000 |     |

**Other Inspections or Fees:**

1. Permit costs include the normal plan review associated with the application.
2. Inspections outside the normal business hours (minimum 4 hours) \$97.50 per hour.
3. Reinspection fees \$65.00 per hour (minimum 1 hour).
4. Inspections for which no fee is specifically indicated (minimum 1 hour) \$65.00 per hour.
5. Additional plan review required by changes, additions or revisions to plans (minimum 1 hour) \$65.00 per hour.
6. For use of outside consultants for plan checking and inspections, or both, Actual Cost.

**Fuel Storage Tanks:**

|  |               |
|--|---------------|
| Removal of fuel storage tank (FST), other than residential or farm, less than 1,100 gallons. | \$250.00      |
| Additional tanks inspected at same time:   | \$100.00 each |

**Fire Sprinkler Permit Fee Schedule (SMC 13.150):**

| <u>Single Family Dwellings</u> |  | Fee      |
|--------------------------------|--|----------|
| New Single Family Dwelling     |  | \$175.00 |
| Addition to existing system    |  | \$110.00 |

| <u>Multi-Family and Commercial</u> |   | Fee |
|------------------------------------|---|-----|
| Valuation Amount                   |   |     |
| \$ 250 or less                     | \$ 45                                   |     |
| \$ 251 - 1,000                     | \$ 45 plus 4% of cost over 250          |     |
| \$ 1,001 - 5,000                   | \$ 75 plus 1.5% of cost over 1,000      |     |
| \$ 5,001 - 50,000                  | \$ 135 plus 1.4% of cost of 5,000       |     |
| \$ 50,001 - 250,000                | \$ 765 plus 1% of cost over 50,000      |     |
| \$ 250,001 - 1,000,000             | \$2,765 plus .8% of cost over 250,000   |     |
| \$1,000,001 and up                 | \$8,765 plus .4% of cost over 1,000,000 |     |

**Other Inspections and Fees:**

1. Plan review for fire sprinkler permits shall be computed at 50% of the permit fee as based on the valuation amount.
2. Inspections outside the normal business hours (minimum 4 hours) \$97.50 per hour.

3. Reinspection fees \$65.00 per hour (minimum 1 hour).
4. Inspections for which no fee is specifically indicated (minimum 1 hour) \$65.00 per hour.
5. Additional plan review required by changes, additions or revisions to plans (minimum 1 hour) \$65.00 per hour.
6. For use of outside consultants for plan checking and inspections, or both, Actual Cost.

**PARKS AND RECREATION:**

| <u>Community Center</u>   | <u>Resident</u>     | <u>Non-Resident</u> |
|---|---------------------|---------------------|
| Facility Rental-Banquet Room                                      | \$85.00-125.00/hour | \$95.00-135.00/hour |
| Shelter A and B (includes North SeaTac Park and performing stage) | \$90-120/all day    | \$125-155/all day   |
| Shelter C   | \$110-140/all day   | \$150-180/all day   |
| Shelter D   | \$50-80/all day     | \$75-105/All day    |
| Facility Rental-Gymnasium   | \$50.00-60.00/hour  | \$75.00-85.00/hour  |
| Facility Rental-Multipurpose Room                                 | \$7.50-17.50/hour   | \$10.00-20.00/hour  |
| Facility Rental-Arts/Crafts                                       | \$5.00-50.00/hour   | \$20.00-60.00/hour  |
| Staff Rental  | \$18.00-25.00/hour  | \$18.00-25.00/hour  |
| Drop-In Aerobics  | \$2.00-10.00        | \$2.00-10.00        |
| Weight Room   | \$2.00-6.00         | \$2.00-6.00         |
| Weight Room (monthly)   | \$20.00-30.00       | \$20.00-30.00       |
| Shower  | \$2.00              | \$2.00              |
| <br><u>Valley Ridge Community Center</u>                          | <br>\$40-70/hour    | <br>\$50-80/hour    |
| <br><u>Sports Field – North SeaTac Park/Week end</u>              |                     |                     |
| Softball/Tournament (1 day)                                       | \$600-800/adult     | \$450-600/youth     |
| Softball/Tournament (2 day)                                       | \$700-900/adult     | \$575-700/youth     |
| <br><u>Sports Field – Valley Ridge Park</u>                       |                     |                     |
| Tournament/Daily Fee  | \$1,050-1,200/adult | \$1,050-1,200/youth |
| Portable mounds/field   | \$60-100/adult      | \$60-100/youth      |
| Portable fencing/field  | \$110-150/adult     | \$110-150/youth     |
| Baseball/softball/soccer  |                     |                     |
| Practice  | \$45-60/adult       | \$7-10/youth        |
| Games   | \$45-60/adult       | \$11-15/youth       |
| <br>Grass Field Only  |                     |                     |
| Practice  | \$15-21/adult       | \$7-10/youth        |
| Games   | \$26-32/adult       | \$11-15/youth       |
| <br>Sports Field – Sunset Park                                    |                     |                     |
| Baseball/softball/soccer  |                     |                     |
| Practice  | \$15-21/adult       | \$7-10/youth        |
| Games   | \$26-32/adult       | \$11-15/youth       |

Recreation Programs

Recreation Programs are designated by major category with a fee range. Fees for specific programs will vary within the range indicated, based on the number of participants, duration of program, instruction costs and operational supplies.

|                    |                |
|--------------------|----------------|
| Sport Classes      | \$9.00-615.00  |
| Recreation Classes | \$8.00-205.00  |
| Senior Programs    | \$7.50-94.00   |
| Teen Programs      | \$10.00-100.00 |
| Camp Programs      | \$5.00-155.00  |
| Special Events     | \$5.00-91.00   |

STANDARD HOURLY RATE (applies to all City departments):

The standard hourly rate is set at \$65.00 per hour. When inspections or other services are required after normal business hours, the rate is increased to one and one-half times the standard hourly rate, with a four-hour minimum call back charge. These rates shall also apply to agreed requests for expedited inspections, reviews, or other services, if City personnel are available to work on an overtime basis.

OTHER:

|  |                       |
|--|-----------------------|
| City Facility Rental (not covered elsewhere) | \$5.00-60.00 per hour |
|--|-----------------------|

CONSULTANT FEES:

When consultant services are required, and when use of a consultant is mutually agreed upon to provide expedited services, all consultant fees shall be paid directly by the applicant, or shall be reimbursed at 100% of actual fees charged.

## Errata Data Sheet November 12, 2014

### Corrections to Final Updated Schedule of License Fees, Permit Fees, Other fees and Charges for City Services

| No. | Page | License/Fee   | Correction/Change   |
|-----|------|---|---|
| 1   | 3    | Hearing Examiner  | Change: 100% of cost to 100% of actual cost to be consistent with wording in the rest of the document |
| 2   | 2    | Add Under Business Licenses Heading                       | If not listed, General Business License Fee applies \$75.00   |
| 3   | 2    | Solicitor or Canvasser License (as provided in SMC)       | <u>Change fee to read:</u> Based on General Business License  |
| 4   | 5    | Consultant Review and Confirmation fee (for Wetland etc.) | Change 100% of cost to 100% of actual cost to include 10% administrative fee.                         |
| 5   | 9    | TABLE 1 Grading Plan Review                               | Change the following pricing:<br>\$.082 to \$0.82<br>\$.051 to \$0.51<br>\$.021 to \$0.21             |
| 6   | 9    | Site Permit Operation Monitoring Fee (grading)            | Change the following:<br>(grading) to (Grading) to retain consistency                                 |
| 7   | 9    | ANNUAL VOLUME TABLE                                       | Change the following pricing:<br>\$.82.00 to \$0.82<br>\$.51.00 to \$0.51<br>\$.21.00 to \$0.21       |
| 8   | 11   | Consultants for plan checking and inspections, or both    | Change 100% of cost to 100% of actual cost to include 10% administrative fee.                         |

| No. | Page | License/Fee   | Correction/Change   |
|-----|------|---|---|
| 9   | 13   | Sign - Plan Review Fee - b.   | Change end of sentence to read: (minimum 1 hour) \$75.00 per hour   |
| 10  | 13   | Electrical Single Family Residence  | Add space between: New and Garages  |
| 11  | 13   | Electrical Single Family Residence  | Add Sub Heading under New Construction Low voltage systems, to read: Electrical-Additions and Remodels to Single Family Residence         |
| 12  | 14   | For use of outside consultants for plan checking and inspections, or both | Delete, "For use of outside" Capitalize consultants and revise fee to read, "100% of actual cost to include 10% administrative fee."      |
| 13  | 15   | Consultants for plan checking and inspecitons or both                     | Change "inspecitons" to "inspections." Change 100% of cost to 100% of actual cost to include 10% administrative fee                       |
| 14  | 16   | Plumbing-Additions and Remodels to Single Family Dwelling                 | Change Sub Heading to read: Plumbing-Additions and Remodels to Single Family Residence  |
| 15  | 16   | Consultants for plan checking and inspections or both                     | Change 100% of cost to 100% of actual cost to include 10% administrative fee.   |
| 16  | 19   | Public Works  | Add comma to \$1000.00 under Street vacation Processing. Change P in Processing to lower case p. Change A in Application to lower case a. |

## Other Typos

As found during preparation of Final Exhibit A

City of SeaTac Schedule of License Fees, Permit Fees, Other Fees and Charges for  
City Services,

As authorized by City Council on November 12, 2014

| No. | Page      | License/Fee  | Correction/Change   |
|-----|-----------|--|---|
| 17  | 3         | Technology Fee   | Changed 5% to \$5.00 on all permits and applications to correspond with language in presentation to Council   |
| 18  | 4         | Pre-Application Fee  | Change "ue at time of application " to "Due at time of application"   |
| 19  | 4         | Home Owner and Occupant Fee Credit, Electrical Permits                                       | Change "Circuts" to Circuits"   |
| 20  | 5         | Re-addressing reimbursement to neighbor(s) for cost of re-addressing of house (if required)) | Eliminate double parenthesis at end of fee description  |
| 21  | 7         | Application Review Processing Fee  | Remove second "Resubmittal, each occurrence" and "Revision to previously approved plans" duplicate wording and replace with "Plus hourly fee" for clarification to remain consistent with similar language as Plan revision fee, ppage 9. |
| 22  | 11        | Code enforcement inspection  | Remove back slash from \$75.00/hour/ to read \$75.00/hour   |
| 23  | 13 and 17 | Consultants for plan checking and inspections or both  | Change 100% of cost to 100% of actual cost and to include 10% administrative fee. This is so the language remains consistent with Consultant Fee at end of the Fee Schedule.  |



| No. | Page | License/Fee  | Correction/Change   |
|-----|------|--|---|
| 24  | 15   | Mechanical -<br>Additions and<br>Remodels to Single<br>Family Residence- | Change reference to appliance to the following:<br><br>Change to read, "Each new or replaced<br>appliance/equipment, ( furnaces, water heaters,<br>exhaust fans, etc.)" *<br><br>Change to read, "More than two new or replaced<br>appliances/equipment, ( furnaces, water heaters,<br>exhaust fans, etc.)" * |

**SeaTac City Council**  
**REQUEST FOR COUNCIL ACTION**

Department Prepared by: Public Works

Agenda Bill #: 3655

**TITLE:** An Ordinance amending Section 12.10.225 to the SeaTac Municipal Code, related to Surface and Stormwater rate structure.

|  |   |
|--|---|
| <i>October 31, 2014</i>  |   |
| <input checked="" type="checkbox"/> Ordinance <input type="checkbox"/> Resolution <input type="checkbox"/> Motion <input type="checkbox"/> Info. Only <input type="checkbox"/> Other |   |
| <b>Date Council Action Requested:</b> <u>RCM 11/25/14</u>  |   |
| <b>Ord/Res Exhibits:</b> _____   |   |
| <b>Review Dates:</b> <u>CSS 11/12/14</u>   |   |
| <b>Prepared By:</b> <u>Don Robinett, Stormwater Compliance Manager</u>   |   |
| <b>Director:</b> <u><i>Thomas W. Jones</i></u>   | <b>City Attorney:</b> <u><i>Mary Miranda Bartolo</i></u>  |
| <b>Finance:</b> <u><i>A. Ad</i></u>  | <b>BARS #:</b> <u>403.343.10.00.004</u>                   |
| <b>City Manager:</b> <u><i>Todd Carter</i></u>   | <b>Applicable Fund Name:</b> <u>Surface Water Utility</u> |

*MM*  
*KA*

**SUMMARY:** The proposed ordinance increases Surface Water Utility rates to account for the new City Utility Tax.

**DISCUSSION / ANALYSIS / ISSUES:** The recently authorized six percent Utility Tax is levied on the gross revenues of the Surface Water Utility. The current rate structure does not account for a tax on the Utility's gross revenues. Therefore, a rate increase is needed to account for the effect of the new Utility Tax on the Surface Water Utility's revenues. Adoption of the proposed rate increase essentially passes the Utility Tax on to the Surface Water Utility's rate payers.

**RECOMMENDATION(S):** It is recommended that the Ordinance be adopted.

**FISCAL IMPACT:** The proposed code amendment is anticipated to increase Utility revenues by approximately \$122,000, which would be the utility tax obligation.

**ALTERNATIVE(S):** Do not adopt the proposed ordinance. However, there would be insufficient funds available for infrastructure repair and replacement.

**ATTACHMENTS:** None.

**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE** of the City Council of the City of SeaTac, Washington, amending Section 12.10.225 of the SeaTac Municipal Code, related to the Surface and Stormwater rate structure.

**WHEREAS**, the City of SeaTac's Surface Water Utility provides essential services including collecting stormwater runoff and discharging it to surface waters; and

**WHEREAS**, a Surface Water Utility fee increase is necessary to offset the cost of the City's Utility Tax;

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SEATAC, WASHINGTON, DO ORDAIN** as follows:

**Section 1.** Section 12.10.225 of the SeaTac Municipal Code is hereby amended to read as follows:

**12.10.225 Rate structure.**

A. Surface water management service charges shall be based on the relative contribution of increased surface and storm water runoff from a given parcel to the surface and storm water management system, a pro rata share of City-wide surface water management services, and the policy considerations adopted at SMC 12.10.220. The percentage of impervious surfaces on the parcel and the total parcel acreage will be used to indicate the relative contribution of increased surface and storm water runoff from the parcel to the surface and storm water management system. The relative contribution of increased surface and storm water runoff from each parcel determines that parcel's share of the program's revenue needs. The service charge revenue needs of the program are based upon all or any part, as determined by the Council with advice of the Department of Public Works, of the cost and expense within the service area of maintaining and operating surface water control facilities, all or any part of the cost and expense of planning,

designing, establishing, acquiring, developing, constructing, and improving any of such facilities, or to pay or secure the payment of all or any portion of any issue of general obligation or revenue bonds issued for such purpose.

B. The Department of Public Works shall determine the service charge for each parcel within the service area by the following methodology: Residential parcels shall receive a flat rate. Parcels shall be classified into the appropriate rate category in subsection C of this section by their percentage of impervious surface coverage. Land use codes and data collected from parcel investigations will be used to determine each parcel's percentage of impervious surface coverage. After a parcel has been assigned to the appropriate rate category, the service charge for the parcel will be calculated by multiplying the total acreage of the parcel times the rate of that category.

C. There is imposed upon all developed properties in the service area annual service charges as identified below effective January 1, 2014, and increased thereafter by ~~26.85~~34.65 percent (~~26.85~~34.65%) on January 1, 2015, 4.88 percent (4.88%) on January 1, 2017, and 6.55 percent (6.55%) on January 1, 2018:

**Impervious Surface**

| <b>Class</b>       | <b>Percentage</b> | <b>Rate</b>         |
|--------------------|-------------------|---------------------|
| Residential NA     |                   | \$99.63/parcel/year |
| (R) *              |                   |                     |
| Very Light 0 – 10% |                   | \$59.56/acre/year   |
| (VL)               |                   |                     |

Light (L) 10 – 20% \$202.75/acre/year

Moderate 20 – 45% \$419.93/acre/year

(M) \*\*

Moderately 45 – 65% \$810.98/acre/year

Heavy

(MH) \*\*

Heavy (H) 65 – 85% \$1,028.74/acre/year

\*\*

Very 85 – 100% \$1,347.62/acre/year

Heavy

(VH) \*\*

City Roads, NA \*\*\*

State

Highways

\* The charge for a residential parcel which is owned by and is the personal residence of a person or persons determined by the King County Assessor as qualified for a low income senior citizen rate adjustment or a low income disabled citizen rate adjustment pursuant to RCW 84.36.381, or as the same may hereafter be amended, shall be 36.1 percent (36.1%) of the residential rate set forth above.

\*\* The minimum service charge for parcels within the VL class shall be equivalent to the charge for one (1) acre in the VL class, and the minimum service charge for parcels within the L, M, MH, H, and VH classes shall be equivalent to the residential rate.

\*\*\* The rate charged to the City of SeaTac for roads shall be 26.3 percent (26.3%) of the rate for comparable developed parcels. The rate charged to the Washington State Department of Transportation for public highways, roads and rights-of-way will be determined in accordance with RCW 90.03.525.

D. The rate charged mobile home parks shall be seventy-five percent (75%) of the residential rate multiplied by the total number of spaces available for rent or lease.

E. Nonresidential parcels upon which are located one (1) or more retention/detention/infiltration facility, or equivalent, designed, engineered, and maintained to the standards of the Surface Water Design Manual shall be entitled, upon application, to a rebate equal to twenty-five percent (25%) of the surface water management fee which would be applicable to the acreage served by each facility multiplied by the surface water management fee applicable to that acreage. Application for rebates shall be submitted prior to October 31st of each year in which a rebate is requested. Applications shall include documentation that the retention/detention facility, or equivalent, has been maintained in accordance with the requirements of Appendix A of the Surface Water Design Manual. If all maintenance has been performed as required by the said Appendix A, the rebate will be forwarded to the applicant prior to December 1st of the said year; provided, that the annual surface water management fee applicable to that year has been paid in full.

F. Nonresidential parcels containing designed and engineered infiltration facilities which can demonstrate one hundred percent (100%) infiltration of the required storm events (e.g., fifty percent (50%) of the two (2) year through one hundred percent (100%) of the fifty (50) year) for the entire parcel and can demonstrate maintenance to standards as identified in subsection E of this section shall be entitled, upon application, to an additional rebate equal to twenty percent (20%) of the surface water management fee for said parcel. Application for rebates shall be submitted prior to October 31st of each year in which a rebate is requested. Applications shall include documentation that the infiltration facilities, or equivalent, are infiltrating at the required design rate. Once said documentation is provided and confirmed, the rebate will be forwarded to the applicant prior to December 1st of the said year; provided, that the annual surface water management fee applicable to that year has been paid in full.

G. Parcels owned by a public school district shall be exempt from surface water management charges, pursuant to Section 9.08.060(B) of the King County Code.

H. The City Council, by ordinance, may supplement or alter charges within specific basins or subbasins of the service area so as to charge properties or parcels of one (1) basin or subbasin for improvements, studies, or maintenance which the Council deems to provide service or benefit the property owners of one (1) or more basin(s) or subbasin(s).

**Section 2.** This Ordinance shall be in full force and effect thirty (30) days after passage and publication as required by law.

ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 2014, and signed in authentication thereof on this \_\_\_\_\_ day of \_\_\_\_\_, 2014.

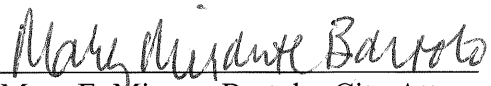
**CITY OF SEATAC**

\_\_\_\_\_  
Mia Gregerson, Mayor

ATTEST:

\_\_\_\_\_  
Kristina Gregg, City Clerk

Approved as to Form:

  
\_\_\_\_\_  
Mary E. Mirante Bartolo, City Attorney

[Effective Date: \_\_\_\_\_]

[Amend SMC 12.10.225]