City of SeaTac

Council Study Session

July 26, 2016

Two Part Project

- Part One – Decrease the amount of time it takes to issue a business license
- Part Two – Replace Existing Business License Chapter with a Revised and Streamlined Chapter 5.05 Business Licenses & Regulations

Summary of Revisions

- Failure to renew or obtain a business license within the prescribed amount of time will result in a "Notice of Infraction" procedures and a hearing before the Municipal Judge.

- Applicants have 60 days to renew a business license

- A 30 day courtesy letter will be mailed to applicant

Summary of Revisions (Cont.)

- Appeal of a Notice of Denial, Suspension or Revocation is heard by the Hearing Examiner and includes procedures for an appeal

- Penalties for late applications:

➢ 25% of fee after 60 days

➢ 50% of fee after 90 days

➢ 100% of fee after 120 days

New /Renewal Timing

❑ License Expires April 1

❑ Renew by April 30

❑ 30 days late May 30 (Courtesy 30 day letter mailed)

❑ 60 days late by July 1 (25% of fee penalty)

❑ 90 days late by August 1 (50% of fee penalty)

❑ 120 days late by September 1 (100% of fee penalty)

Summary of Revisions (Cont.)

- Pawnbrokers remains in the Business License Ordinance
- Section II – County Provisions Adopted by Reference in the existing ordinance are deleted because King County issues those licenses

Proposed Revision

Draft Ordinance Proposed Revision (5.05.060):

"Non-profit organization recognized by the State of Washington and Federal Government as 501(c)(3) organizations, with proper documentation (e.g. IRS Determination Letter or IRS Affirmation Letter), are exempted from the requirement to pay fees associated with the issuance of a business license as required by the chapter……….."

Proposed Council Action

1. Approve Proposed Revision to 5.05.060 – (Yes or No)

2. Adopt Amended Proposal to 5.05.060 – (Yes or No)

3. Defer Proposed Revision for Other Action – (Yes or No)

Questions?