

# City of SeaTac

Council Study Session


September 13, 2016



# Proposed Revisions to Chapter 5.05 - Business Licenses and Regulations




# Review Summary

- Council Study Session, 7/26/16
  - Administration and Finance Committee, 8/1/16
  - Administration and Finance Committee, 8/15/16
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# Administration and Finance

## Committee Recommendations

### 5.05.060 Non-Profit Organization.


- A. Non-profit organizations recognized by ~~the State of Washington and Federal Government~~ as a 501(c)(3) organization, **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 this chapter. However, non-profit organizations are still required to apply for and obtain a valid business license and comply with all other provisions of this chapter.
- B. **Failure to register a non-profit organization with the City will result in a late penalty as established by the City's Schedule of License Fees, Permit Fees, Other Fees and Charges for City Services.**
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# Revisions Based on Administration and Finance Committee Input

- License Expires April 1
  - Delinquent as of May 1
  - Delinquent as June 1st
  - Delinquent as July 1st
  - 30 day grace period was removed
  - Streamlined timeline
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# Administration and Finance Committee Recommendations

Delinquent as of May 1

- 30 day penalty letter mailed to the licensee
  - Pay business license fee
  - A late penalty will be assessed
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# Administration and Finance Committee Recommendations

Delinquent as of June 1

- Notify licensee by certified mail they have 30 days to obtain a business license or will be issued a “Notice of Infraction”
  - Pay business license fee plus a late penalty
  - Pay all accrued penalties
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# Administration and Finance Committee Recommendations

Delinquent as of July 1


- Pall all accrued late penalties
  - “Notice of Infraction” issued per SMC 1.15.065
  - Subject to a hearing before the Municipal Judge per SMC 1.15.075
  - A fine levied by the Municipal Judge up to \$250.00
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# Additional Revisions (Cont.)

- Charitable Organizations was deleted from the former section “II. County Provisions Adopted by Reference”, but re-inserted in 5.05.220.
  - Charitable Organizations is cross referenced in a different area of the Municipal Code under 5.10.030(B) (SMC 5.10 - Solicitors and Canvassers)
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# Potential Council Actions

1. Adopt the Ordinance (Recommended)
  2. Modify the Ordinance before adoption
  3. Do not adopt the Ordinance
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# Questions?

