



# Planning and Economic Development Committee Agenda SPECIAL MEETING

April 19, 2023  
5:00 pm–6:30 pm  
*Hybrid Meeting*

*This meeting will be conducted in a hybrid format with in-person and remote options for public participation. The meeting will be broadcast on SeaTV Government Access Comcast Channel 21 and live streamed on the City’s website <https://seatacwa.gov/seatvlive> and click the “live” channel 1 grey box.*

*A quorum of the Council may be present.*

**Committee Members:** Councilmember Mohammed Egal, Chair  
Councilmember Peter Kwon  
Mayor Jake Simpson

**Staff Coordinator:** Evan Maxim, CED Director

ITEM	TOPIC	PROCESS	WHO	TIME
1	Call to Order		Chair	5:00
2	<p><b>PUBLIC COMMENTS:</b> The committee will hear in-person public comments and is also providing remote oral and written public comment opportunities. All comments shall be respectful in tone and content. Providing written comments and registering for oral comments must be done by 2:00 pm the day of the meeting. Registration is required for remote comments and encouraged for in-person comments. Any requests to speak or provide written public comments which are not submitted following the instructions provided or by the deadline will not be included as part of the record.</p> <ul style="list-style-type: none"> <li>• Instructions for registering to providing oral public comments are located at the following link: <a href="#">Registration for Oral Public Comments - Council Committees and Citizen Advisory Committees</a></li> <li>• Submit email/text public comments to <a href="mailto:pedpubliccomment@seatacwa.gov">pedpubliccomment@seatacwa.gov</a>. The comment will be mentioned by name and subject and then placed in the committee handout packet posted to the website.</li> </ul>		Chair	5:00 (5 min)
3	Minutes of 3/23/2023 regular meeting	Review and approve	Committee	5:05 (2 min)
4	Title 13 update: Code Amendment Review	Review and recommendation	Mary Kate McGee	5:07 (25 min)
5	CRF22-15: Culturally Responsive	Review and	Evan Maxim	5:33

	Foodbank	direction		(30 min)
6	Adjourn		Chair	6:03



# Planning & Economic Development Committee Minutes

Thursday March 23, 2023

4:00 PM – 5:30 PM

\* Hybrid Meeting \*

**Members:**

Present:

Commenced: 4:00 PM

Adjourned: 4:48 PM

Mohamed Egal, Chair

**X**

Jake Simpson, Mayor

**X**

Peter Kwon, Councilmember

**Absent**

**Other Councilmembers:**

**Staff & Presenters:**

Evan Maxim, *CED Director*; Jenn Kester, *Planning Manager*; Kate Kaehny, *Principal Planner*; Laura Stilwell, *Associate Planner*; Barb Mailo, *Admin 3*

1. Call to Order	Chair Egal called the meeting to order at 4:00 pm.
2. Public Comments	<b>Written public comments:</b> None <b>Public oral comments:</b> None
3. Minutes of February 23, 2023, PED regular meeting	<b>Review and approve</b>  Chair Egal and Mayor Simpson approved the meeting minutes.
4. Comprehensive Plan 2044 Consultant Contract	<b>Review and recommendation</b>  Presented by Principal Planner Kaehny.  The purpose of the presentation was to obtain a recommendation from the Committee to the full City Council that would authorize the City Manager to enter into a contract with Otak, Inc. for the management of the SeaTac 2044 Major Comprehensive Plan Update project.  Action requested: Recommend the City Council to authorize the City Manager to enter into a contract with Otak, Inc. to manage and complete the SeaTac 2044 Major Comprehensive Plan Update project and place on the consent agenda at the April 11, 2023, Regular Council Meeting.  Chair Egal motioned to move this for consideration at the 4/11/23 City Council meeting. Second by Mayor Simpson.

<p>5. Multi Family Tax Exemption (MFTE): Code Amendment Scoping</p>	<p><b>Review and referral</b></p> <p>Presented by Associate Planner Stilwell.</p> <p>The purpose of the presentation was to discuss potential options and strategies for City of SeaTac's MFTE program and to refer to the Planning Commission to work on amendments.</p> <p>Discussion commenced with Mayor Simpson, Planning Manager Kester, Associate Planner Stilwell, Chair Egal, and CED Director Maxim.</p> <p>Committee Action Requested: Refer this item to the Planning Commission and provide direction on topics that the Planning Commission should consider as they review amendment to the City's MFTE program.</p> <p>Chair Egal and Mayor Simpson recommended to refer this item to the Planning Commission.</p>
<p>6. Adjourn</p>	<p>Chair Egal adjourned the meeting at 4:48 pm.</p>



# MEMORANDUM

## Community & Economic Development

To: PED Committee  
Through: Evan Maxim, Director of Community & Economic Development  
From: MK. McGee, Building Services Manager  
Date: April 19, 2023  
Re: SMC Title 13 update and local adoption of the WA State Building Code

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### Purpose

The purpose of this memo is to provide background information and a brief overview of this Wednesday's briefing on an ordinance to update Title 13. The update includes the adoption of the WA State Building Code and updated administrative procedures. The PED Committee will be asked to refer the ordinance to the City Council with the Committee's recommendation for approval on the consent agenda. Alternatively, the PED Committee could continue to review the ordinance prior to referring to City Council for action. Please note that adoption of the updated building and technical codes is required by July 1, 2023.

### Background

On July 1, 2023, the 2021 versions of the International Codes and the Uniform Plumbing Code as amended by the State, known as the WA State Building Code, become effective in Washington State. The local adoption and enforcement of the WA State Building Code is required by RCW 19.27.031 and RCW 19.27.050.

In addition, consistent with the ongoing City initiative to improve customer service and reduce paper waste by providing online, digital submittal of permit and land use applications, some of the administrative procedures found in SMC Chapter 13.100 are also being updated to remove outdated language and provide better clarity around the City's procedures for managing applications and permits.

### Main Goals for the Briefing

The main goals of the ordinance briefing are to:

- Provide background on the process related to the State building code amendment and adoption.
- Briefly describe updates to the administrative provisions in SMC 13.100
- Begin the process for local adoption of the State Building Code and update SMC Title 13 in compliance with State law
- Answer any questions the Committee has regarding Building Codes as adopted in the

SeaTac Municipal Code.

### **PED Committee Direction**

Staff is requesting that the PED Committee recommend that City Council adopt the code amendments and updates to Title 13 on the consent agenda.

### **Packet Materials**

Packet materials include the following:

- A. This memo
- B. Draft Ordinance
- C. Draft Title 13 (marked up text)
- D. Draft Title 13 (clean copy)
- E. PowerPoint

**ORDINANCE NO. 23-**

AN ORDINANCE of the City Council of the City of SeaTac, Washington, amending Chapters 13.100, 13.110, 13.150, 13.160, 13.170, 13.180, 13.190, 13.210, 13.220, and 13.240 of the SeaTac Municipal Code related to Buildings and Construction.

**WHEREAS**, the City is required to adopt the named codes, (herein referred to as the State Building Code) in RCW 19.27.031; and

**WHEREAS**, the State Building Code is amended and adopted by the State at specific intervals; and

**WHEREAS**, the State adopted the named codes in RCW 19.27.031 with an effective date of July 1, 2023; and

**WHEREAS**, the Community and Economic Development Department and the City's fire Department, Puget Sound Regional Fire Authority have reviewed the current codes adopted in Title 13 and the recent amendments to the State Building Code; and

**WHEREAS**, Title 13 includes administrative provisions that should reflect current practice and changes to accommodate paperless permitting,

**WHEREAS**, the City Council desires to regulate Buildings and Construction for the safety and well being of the public and the citizens of SeaTac, and to comply with State law;

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

**Section 1.** The amendments Chapters 13.100, 13.110, 13.150, 13.160, 13.170, 13.180, 13.190, 13.210, 13.220, and 13.240 of the SeaTac Municipal Code related to Buildings and Construction are hereby adopted as set forth in Exhibit A to this Ordinance.

**Section 2.** Should any section, paragraph, sentence, clause or phrase of this Ordinance, or its application to any person or circumstance, be declared unconstitutional or otherwise invalid for any reason, or should any portion of this Ordinance be pre-empted by state or federal law or

regulation, such decision or pre-emption shall not affect the validity of the remaining portions of this Ordinance or its application to other persons or circumstances.

**Section 3.** This Ordinance shall be codified.

**Section 4.** This Ordinance shall be in full force and effect thirty (30) days after passage.

**ADOPTED** this \_\_\_\_\_ day of \_\_\_\_\_, 2023, and signed in authentication thereof on this \_\_\_\_\_ day of \_\_\_\_\_, 2023.

**CITY OF SEATAC**

\_\_\_\_\_  
Jake Simpson, Mayor

ATTEST:

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

Approved as to Form:

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

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

Building Code adoption amending certain chapters of SeaTac Municipal Code Title 13



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**Exhibit A**

**Title 13**

**BUILDINGS AND CONSTRUCTION**

**Chapters:**

- 13.100 General Provisions**
- 13.110 Building Code**
- 13.150 Fire Code**
- 13.160 Mechanical Code**
- 13.170 Plumbing Code**
- 13.180 Electrical Code**
- 13.190 Clearing and Grading Code**
- 13.200 Off-Site Improvements**
- 13.210 Property Maintenance Code**
- 13.220 Energy Code**
- 13.230 *Repealed***
- 13.240 Sound Transmission Code**
- 13.250 Recycling Space Requirements**
- 13.270 Building Addresses**

“Normal Text” is existing code language  
“~~Strikethrough Text~~” is existing language that will be deleted  
“Underlined Text” is new code language that will be added  
“...” represents existing code language that is omitted and will not be amended

Chapter 13.100  
GENERAL PROVISIONS  
Sections:

- 13.100.010 Purpose and scope.
- 13.100.020 Definitions.
- 13.100.030 Modifications.
- 13.100.040 Alternate materials, design and methods of construction and equipment.
- 13.100.050 Duties and powers of Building ~~Official, Official and Fire Chief and Director of Community and Economic Development.~~
- 13.100.060 Permits.
- 13.100.070 Permit and plan review fees.
- 13.100.100 Appeals.
- 13.100.110 Stop work orders.
- 13.100.120 Violations not subject to the notice and order procedures.
- 13.100.130 Copies Available.

**13.100.010 Purpose and scope.**

~~A. The purpose of Title 13 of the SeaTac Municipal Code is to adopt building construction standards as authorized and mandated by Chapters 19.27, 19.27A, and 19.28 RCW, as well as other Washington State laws regulating land development within the City of SeaTac. These regulations are established to promote the health, safety and welfare of the occupants or users of buildings and structures and the general public in SeaTac and are consistent with standards in effect throughout the State. Accordingly, this title is designed to effectuate the following purposes, objectives, and standards:~~

~~(1) To require minimum performance standards and requirements for construction and construction materials, consistent with accepted standards of engineering, fire and life safety.~~

~~(2) To require standards and requirements for construction in terms of performance and nationally accepted standards.~~

~~(3) To permit the use of modern technical methods, devices, and improvements.~~

~~(4) To eliminate restrictive, obsolete, conflicting, duplicating, and unnecessary regulations and requirements which could unnecessarily increase construction costs or retard the use of new materials and methods of installation or provide unwarranted preferential treatment to types or classes of materials or products or methods of construction.~~

~~(5) To provide for standards and specifications for making buildings and facilities accessible to and usable by physically disabled persons.~~

~~Codes and regulations adopted in this title are not intended to create or otherwise establish or designate any particular class or group of persons who will or should be especially protected or benefited by the terms of these codes and regulations.~~

~~A. The purpose of this chapter is to provide additional administrative and enforcement provisions for the adopted technical codes within the City of SeaTac.~~

B. An additional purpose of this chapter is to establish the administrative procedures and regulations related to construction permits, and applications for construction permits.

1 ~~CB~~. The provisions of this ~~chapter-title~~ serve as a supplement to the administrative and enforcement  
2 procedures found in the other adopted technical codes. In case of a conflict between these provisions and  
3 those found in any of the other technical codes, these provisions shall apply.  
4

5 ~~DC~~. Pursuant to an interlocal agreement entered into by and between the City and the Port of Seattle,  
6 pursuant to Resolution No. ~~00-02217-021~~ and Port Resolution No. ~~34453741~~, respectively, effective  
7 ~~January-February 17, 2000~~2018, and ~~commencing in effect~~ through ~~September-February 17, 2028~~4-  
8 ~~2007~~, the City recognizes concurrent authority of the Port to administer, implement, and enforce the  
9 technical codes and standards adopted in this title and defers to the Port's exercise of such jurisdiction as  
10 to development projects on Port-owned property within the City which are for airport uses, as that term is  
11 defined in the ~~September 4, 1997~~February 17, 2018 interlocal agreement between the City and the Port.  
12

### 13 **13.100.020 Definitions.**

14 For the purposes of this chapter, the following definitions shall apply unless the context thereof shall  
15 clearly indicate to the contrary:  
16

17 A. "Building official" means the person, ~~or designee~~, charged with the administration and enforcement of  
18 ~~Title 13, except where authority is specifically reserved for the Fire Marshal, the technical codes or a~~  
19 ~~regularly authorized deputy~~. The authority of this position is held by the Building Services Manager.  
20

21 B. "Building service equipment" means the plumbing, mechanical, electrical and elevator equipment, fire  
22 suppression systems, fuel tanks, including piping, wiring, fixtures and other accessories which provide  
23 sanitation, lighting, power, heating, ventilation, cooling, refrigeration, fire-fighting and transportation  
24 facilities essential to the occupancy of the building or structure for its designated use.  
25

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28 ~~C. "Cancel" or "Cancellation" means an action by a permit applicant or valid permit holder to withdraw a~~  
29 ~~project from active review or construction status.~~  
30

31 ~~D. "Construction permit" means any permit, or combination of permits issued pursuant to the provisions~~  
32 ~~of Title 13 SeaTac Municipal Code. Construction permits include, but are not limited to, building permits,~~  
33 ~~trade permits, and clearing and grading permits.~~  
34

35 ~~EE~~. "Dwelling" means a building that contains one (1) or two (2) dwelling units used, intended or  
36 designed to be used, rented, leased, let or hired out to be occupied for living purposes.  
37

38 ~~F. "Expire or Expiration" has the same meaning as described in the building codes adopted by this title.~~  
39

40 ~~G. "Extend" or "Extension" means to extend the validity of a construction permit or an application for a~~  
41 ~~construction permit.~~

42 ~~H. "Fire marshal" means the person charged with the administration and enforcement of the Fire code or a~~  
43 ~~regularly authorized deputy. The authority of this position is held by the Division Chief of Puget Sound~~  
44 ~~Regional Fire Community Risk Reduction Department.~~

45 ~~I. "Renew" or "Renewal" means to authorize the use of a permit approval past the original expiration~~  
46 ~~date and preserve vesting under the code which the permit was issued.~~

1 J. “Revision” means a change by an applicant or permit holder to an application under review or to the  
2 scope of work authorized by an issued permit.

3 ~~D.K.~~ - “Technical codes” means those codes adopted by this title containing the provisions for design,  
4 construction, alteration, moving, demolition, repair, removal, use, location, occupancy and maintenance  
5 of buildings, structures, ~~and~~ building service equipment, and site clearing and grading. Where no  
6 applicable standards or requirements are set forth in this title, or are contained within other laws, codes,  
7 regulations, ordinances, or bylaws adopted by the City of SeaTac, technical codes may also include  
8 applicable standards of the National Fire Protection Association or other nationally recognized standards  
9 approved by the Building Official.

10 L. “Tolling” means to stop counting days against the time limitation of application period for a  
11 construction permit.

12 EM. “Valuation” or “value” means, as applied to a building and its building service equipment, the  
13 estimated cost to replace the building and its building service equipment in kind, based on current  
14 replacement costs.

15  
16 **13.100.030 Modifications.**

17 Wherever there are practical difficulties involved in carrying out the provisions of the technical codes, the  
18 Building Official shall have the authority to grant modifications for individual cases, upon a request by  
19 the owner or owner’s representative, provided the Building Official shall first find that a special  
20 individual reason makes the strict letter of this code impractical and the modification is in compliance  
21 with the intent and purpose of the technical codes and that such modification does not lessen health,  
22 accessibility, life and fire safety, or structural requirements. The details of any action granting  
23 modifications shall be recorded and entered in the files of the Building Division.

24  
25 **13.100.040 Alternate materials, design and methods of construction and equipment.**

26 A. The provisions of the technical codes are not intended to prevent the installation of any material or to  
27 prohibit any design or method of construction not specifically prescribed by the technical codes;  
28 provided, that any such alternative has been approved. An alternative material, design or method of  
29 construction shall be approved where the Building Official finds that the proposed design is satisfactory,  
30 complies with the intent of the provisions of the technical codes, and that the material, method, or work  
31 offered is, for the purpose intended, at least the equivalent of that prescribed in the technical codes in  
32 quality, strength, effectiveness, fire resistance, durability and safety.

33  
34 B. Research Reports. Supporting data, where necessary to assist in the approval of materials or assemblies  
35 not specifically provided for in the technical codes, shall consist of valid research reports from approved  
36 sources.

37  
38 C. Tests. Whenever there is insufficient evidence of compliance with the provisions of the technical  
39 codes, or evidence that a material or method does not conform to the requirements of technical codes, or  
40 in order to substantiate claims for alternative materials or methods, the Building Official shall have the  
41 authority to require tests as evidence of compliance to be made at no expense to the City of SeaTac. Test  
42 methods shall be as specified in the technical codes or by other recognized test standards. In the absence  
43 of recognized and accepted test methods, the Building Official shall approve the testing procedures. Tests  
44 shall be performed by an approved agency. Reports of such tests shall be retained by the Building Official  
45 for the period required for retention of public records.

46

1 **13.100.050 Duties and powers of Building Official and, Fire Chief ~~and Director of Community and~~  
2 ~~Economic Development.~~**

3 A. The Building Official is hereby authorized and directed to enforce the provisions of the technical  
4 codes, ~~except for the Grading Code and~~except for the -Fire Code. The Building Official, in consultation  
5 with other city ~~shall~~staff shall have the authority to render interpretations of the technical codes, except  
6 for the ~~Grading Code and~~ Fire Code, and to adopt policies and procedures in order to clarify the  
7 application of their provisions. The Fire Chief, or designee, is responsible for the enforcement and  
8 interpretation of the Fire Code. ~~The Director of Community and Economic Development or designee is~~  
9 ~~responsible for the enforcement and interpretation of the Grading Code.~~ Such interpretations, policies and  
10 procedures shall be in compliance with the intent and purpose of the technical codes. Such policies and  
11 procedures shall not have the effect of waiving requirements specifically provided for in the technical  
12 codes.

13  
14 B. The Building Official is charged with the administration and enforcement of Title 13, except where  
15 authority is specifically reserved for the Fire Marshal. The Fire marshal means the person charged with  
16 the administration and enforcement of the Fire code or a regularly authorized deputy. The authority of  
17 this position is held by the Division Chief of Puget Sound Regional Fire Community Risk Reduction  
18 Department.

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21 ~~B~~C. Inspections. The Building Official shall make all of the required inspections, or the Building Official  
22 shall have the authority to accept reports of inspection by approved agencies or individuals. Reports of  
23 such inspections shall be in writing and be certified by a responsible officer of such approved agency or  
24 by the responsible individual. The Building Official is authorized to engage such expert opinion as  
25 deemed necessary to report upon unusual technical issues that arise.

26  
27 ~~C~~D. Identification. The Building Official shall carry proper identification when inspecting structures or  
28 premises in the performance of duties under the technical codes.

29  
30 ~~D~~E. Right of Entry. Where it is necessary to make an inspection to enforce the provisions of the technical  
31 codes, or where the Building Official has reasonable cause to believe that there exists in a structure or  
32 upon a premises a condition which is contrary to or in violation of the technical codes which makes the  
33 structure or premises unsafe, dangerous or hazardous, the Building Official is authorized to enter the  
34 structure or premises at reasonable times to inspect or to perform the duties imposed by the technical  
35 codes; provided, that if such structure or premises be occupied, that credentials be presented to the  
36 occupant and entry requested. If such structure or premises is unoccupied, the Building Official shall first  
37 make a reasonable effort to locate the owner or other person having charge or control of the structure or  
38 premises and request entry. If entry is refused, the Building Official shall have recourse to the remedies  
39 provided by law to secure entry.

40  
41 ~~E~~F. Department Records. The Building Official shall keep official records of applications received,  
42 permits and certificates issued, fees collected, reports of inspections, and notices and orders issued. Such  
43 records shall be retained in the official records for the period required for retention of public records by  
44 the City's retention schedule.

45  
46 **13.100.060 Permits.**

47 A. Except for those items specifically exempt in each of the technical codes, no building, structure or  
48 building service equipment regulated by the technical codes shall be erected, constructed, enlarged,  
49 altered, repaired, moved, improved, removed, converted, or demolished unless a separate, appropriate  
50 permit for each building, structure or building service equipment has first been obtained from the

1 Building Official. Exemptions from permit requirements of the technical codes shall not be deemed to  
2 grant authorization for any work to be done in any manner in violation of the provisions of those codes or  
3 any other laws or ordinances of the City of SeaTac or the State of Washington.

4  
5 B. Effect of a Permit. An issued permit has the effect of authorizing access to the property and  
6 inspection of the scope of work for which the permit was issued. Inspections shall be conducted at  
7 reasonable hours and only by credentialed designees of the Building Official. Refusal to provide access  
8 to the property or work constitutes a violation of this code and is subject to the remedies provided by law.  
9

10 C. Permit and Plans on Site. A copy of the permit shall be on site. Approved plans shall be available on  
11 the site of the work until the completion of the project.  
12

13  
14 BD. Emergency Repairs. Where equipment replacements and repairs must be performed in an emergency  
15 situation, the permit application shall be submitted within the next working business day to the Building  
16 Official.  
17

18 CE. Repairs. Application or notice to the Building Official is not required for ordinary repairs to  
19 structures, replacement of lamps or the connection of approved portable electrical equipment to approved  
20 permanently installed receptacles. Such repairs shall not include the cutting away of any wall, partition or  
21 portion thereof, the removal or cutting of any structural beam or load-bearing support, or the removal or  
22 change of any required means of egress, or rearrangement of parts of a structure affecting the egress  
23 requirements; nor shall ordinary repairs include addition to, alteration of, replacement, or relocation of  
24 any standpipe, water supply, sewer, drainage, drain leader, gas, soil, waste, vent or similar piping, fire  
25 suppression, electric wiring, mechanical or other work affecting public health or general safety.  
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28

29 FD. Application for Permit. ~~In order to~~To obtain a permit for work regulated by this title, the applicant  
30 shall first file an ~~complete~~ application for construction permit(s) with all required information, including  
31 an accurate description of the proposed scope of work, ~~and application in writing on a form furnished by the~~  
32 City for that purpose. The application shall be accompanied ~~Along with the application, the applicant~~  
33 shall also submit ~~by related application and~~ construction documents and information, as specified by the  
34 City, to include all ~~other~~ data, reports, plans, specifications, calculations and any other information as  
35 required ~~by the City or by the State of Washington.~~ to document compliance with applicable laws and  
36 regulations.  
37

38 The application will be deemed incomplete and ~~n~~No action will be taken or review performed will be  
39 taken by the City if the application ~~information and/~~ or ~~application and required construction~~ documents  
40 are ~~incomplete, inaccurate, or missing.~~  
41

42 Payment of fees required at the time of application are required for the City to determine an application is  
43 complete.  
44

45 EG.- Action on Application. The Building Official shall ~~review or cause to be reviewed~~ ensure that  
46 complete applications and any required construction documents for construction permits and amendments  
47 revisions thereto are reviewed within a reasonable time after filing. The purpose of the review of  
48 applications and required construction documents for permits, and revisions thereto, is to confirm  
49 compliance with all applicable and pertinent codes and laws. If the application or the construction  
50 documents do not conform to the requirements of applicable and pertinent codes and laws, the Building  
51 Official shall reject such application in writing, stating the reasons therefor application shall not be



1 approved and additional information or corrections to the application and construction documents shall be  
2 requested in writing from the applicant. The construction permit(s) shall be issued as soon as practicable  
3 once the application and construction documents have been reviewed and all applicable and pertinent  
4 laws have been addressed. If the Building Official is satisfied that the proposed work conforms to the  
5 requirements of the technical codes and laws and ordinances applicable thereto, and all required fees-  
6 associated with the permit have been paid to the City, the Building Official shall issue a permit as soon as  
7 practicable.

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11 FH. Time Limitation of an Application.

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13 1. Expiration by Limitation. Except as otherwise provided by tolling in subsection 2., applications for  
14 which no permit is issued within eighteen (18) months following the date of application shall expire  
15 by limitation.

16  
17 ~~1. Applications for which no permit is issued within eighteen (18) months following the date of~~  
18 ~~application shall expire by limitation and plans and other data submitted for review may thereafter be~~  
19 ~~returned to the applicant or destroyed in accordance with State law.~~

20  
21  
22 2. Tolling. The eighteen (18) month ~~time~~ expiration by limitation of an application established in  
23 subsection 1., may be tolled for a cumulative maximum of not more than one-hundred-eighty (180) days  
24 as follows:

25  
26 a. Ninety (90) days when a land use approval is required prior to issuance of an application; or

27  
28 b. One-hundred-eighty (180) days when permit issuance is only pending a related construction  
29 permit application approval and; provided that a schedule for responding to correction comments  
30 and securing approval of the related construction permit application is received from the applicant  
31 and approved by the Building Official; or

32  
33 c. One-hundred-eighty (180) days when permit issuance is pending both an associated land use  
34 application approval and a related construction permit application approval; and provided that a  
35 schedule for responding to correction comments and securing approval of the related construction  
36 permit application is received from the applicant and approved by the Building Official.

37  
38  
39 23. Expiration due to Inactivity. Applications ~~may shall be canceled~~ expire due to ~~for~~ inactivity if an  
40 applicant fails to respond to the department's written request for revisions, corrections, ~~actions,~~ or  
41 additional information within ninety (90) days of the date of request. The Building Official may approve  
42 ~~an extension of extend~~ the response period beyond ninety (90) days if within the original ninety (90) day  
43 time period the applicant provides and subsequently adheres to an approved schedule with specific target  
44 dates for submitting the full revisions, corrections or other information needed by the department. Such  
45 ~~approval shall not extend the time limitation of the application established in subsection 1.~~

46  
47 4. Extension. If requested by the applicant prior to the expiration date of an application, the time  
48 limitation of application period established in subsection 1. may be extended one time, for a maximum of  
49 30 days, for the purpose of paying fees, submitting required paperwork, and posting financial sureties.

1 ~~G~~I. Validity of Permit. The issuance or granting of a construction permit shall not be construed to be a  
2 permit for, or an approval of, any violation of any of the provisions of the technical codes or of any other  
3 ordinance of the City of SeaTac. Permits presuming to give authority to violate or cancel the provisions of  
4 the technical codes or other ordinances of the City of SeaTac shall not be valid. The issuance of a  
5 construction permit based on construction documents and other data shall not prevent the Building  
6 Official from requiring the correction of errors in the construction documents and other data. The  
7 Building Official is ~~also~~ authorized to prevent occupancy or use of a structure when the structure is found  
8 to be in violation of this code or other ordinances of the City of SeaTac.

9  
10 ~~H~~J. Expiration of Permits.

11 1.

12 ~~1-~~New buildings and building additions. Construction permits issued for a new building(s) or -building  
13 addition(s) shall expire two (2) years from the date of issuance of the building permit.-

14  
15 ~~2. All other~~Construction permits not necessary to complete a new building or a building addition shall  
16 expire one (1) year for the date of issuance.

17  
18 K. Permit Extensions. Only one extension of construction permits may be authorized by the Building  
19 Official, as follows:

20 ~~1. The Building Official may approve a request for~~ An extension request to extend an extended the  
21 expiration date for construction permit(s) issued for a new building or a building addition when:

22 a. ~~where~~ a construction schedule is provided by the applicant and approved by the Building  
23 Official prior to permit issuance; ~~or-~~

24 b. a request to extend the permit up to 12 months, maximum, is received prior to the expiration of  
25 an issued permit.

26 An extension granted under 1.a. may be rescinded and the permit subject to expiration under 13.100.060

27 J.1. if a project fails to follow the approved construction schedule.

28  
29  
30 2. An extension request to extend the expiration date of mechanical, electrical, and plumbing permits up  
31 to six (6) months, maximum, when received prior to the expiration of the permit.

32  
33 3. Right-of-Way (ROW) and clearing and grading permits associated with a subdivision or projects other  
34 than new buildings or building additions may be extended for up to twelve (12) months, maximum, when  
35 the extension request is received prior to the expiration of the issued permit.

36  
37 4. A thirty (30) day extension to an expired permit for the purpose of performing a final inspection and  
38 closing out the permit may be authorized as long as not more than one hundred eighty (180) days has  
39 passed since the permit expired. The thirty (30) day extension would commence on the date of written  
40 approval, provided no changes have been made or will be made in the plans or scope of work. If work  
41 required under a final inspection is not completed within the thirty (30) day extension period, the permit  
42 shall expire. One additional thirty (30) day extension may be authorized if conditions outside of the  
43 applicant's control are documented and the applicant provides a schedule to complete the permitted work.

44  
45 5. Permits that expire after one extension under 13.100.060 K. may apply for renewal subject to  
46 13.100.060 L.

47  
48 L. Permit Renewal. Construction

49 ~~2. Every p~~Permits may be renewed one time, for a fee, provided no changes have been made to the  
50 originally approved plans.

51



1 1. Construction permits for a new building(s) or building addition(s) and construction permits for site  
2 improvements associated with a new subdivision or short subdivision may be renewed for up to one (1)  
3 year, provided:

- 4 a. The request for renewal is received within one (1) year of the permit expiration date;  
5 b. The one (1) year renewal period starts on the expiration date of the permit.  
6 c. For construction permits that have been expired for longer than one (1) year, a new application  
7 and construction documents must be submitted, a new permit must be obtained, and new permit  
8 fees paid.

9  
10 32. ~~When~~ Construction permits that are not associated with a new building(s) or building addition(s) may  
11 be renewed for up to six (6) months, provided:

- 12 a. The request for renewal is received within 6 months of the permit expiration date.  
13 b. The renewal period starts on the expiration date of the permit.  
14 c. For permits that have been expired for longer than six (6) months, a new application and  
15 construction documents must be submitted, a new permit must be obtained, and new permit fees  
16 paid.

17  
18 3. The renewal fee shall be the currently adopted fee in the permit fee schedule.

19  
20 4. Construction p ~~for an additional fee as long as no changes have been made to the originally approved-~~  
21 ~~plans. For permits that have been expired for longer than one (1) year, a new permit must be obtained and~~  
22 ~~new fees paid. No~~ permits that have been renewed are not eligible for extension under 13.100.060 K. No  
23 permit shall be renewed more than once.

24  
25 ~~3. Electrical, mechanical and plumbing permits shall expire at the same time as the associated building-~~  
26 ~~permit except that if no associated building permit is issued, the electrical, mechanical and/or plumbing-~~  
27 ~~permit shall expire one hundred eighty (180) days from issuance.~~

28  
29 ~~4. The Building Official may grant a thirty (30) day extension to an expired permit for the purpose of~~  
30 ~~performing a final inspection and closing out the permit as long as not more than one hundred eighty-~~  
31 ~~(180) days has passed since the permit expired. The thirty (30) day extension would commence on the~~  
32 ~~date of written approval, provided no changes have been made or will be made in the plans or scope of~~  
33 ~~work. If work required under a final inspection is not completed within the thirty (30) day extension-~~  
34 ~~period, the permit shall expire. However, the Building Official may authorize an additional thirty (30) day~~  
35 ~~extension if conditions outside of the applicant's control exist and the applicant is making good effort to~~  
36 ~~complete the permitted work.~~

37  
38 ~~M. I. Suspension, or Revocation, or Limitation. The Building Official is authorized to suspend or revoke~~  
39 ~~a permit issued under the provisions of this title whenever the permit was issued in error or on the basis of~~  
40 ~~incorrect, inaccurate, or incomplete information, or in violation of any ordinance or regulation or any of~~  
41 ~~the provisions of the technical codes. The building official may suspend, revoke, or limit any permit~~  
42 ~~issued whenever:~~

43 1. The permit holder has committed a code violation in the course of performing activities subject to that  
44 permit; or

45 2. The permit holder has interfered with the building official in the performance of his or her duties  
46 relating to that permit; or

47 3. The permit was issued in error, or on the basis of materially incorrect information supplied to the city  
48 by the permit holder; or

1 4. Permit fees or costs were paid to the city by check and returned from a financial institution marked  
2 nonsufficient funds (NSF) or canceled.

3 Such suspension, revocation or modification shall be carried out through the provisions of Chapter 1.15  
4 and shall be effective upon the compliance date established by the notice of violation. Such revocation,  
5 suspension or cancellation may be appealed to the hearing examiner using the appeal provisions of this  
6 chapter.

7  
8 Notwithstanding any provision of this chapter, the Building Official may immediately suspend operations  
9 under any permit by issuing a stop work order as described in SMC 13.100.110.

10  
11 N. Hold on Future Permits. The Building Official may place a hold on the issuance of future [construction](#)  
12 permits on a property if:

13 1. A notice of violation or stop work order has been issued; and

14 2. The appeal period has passed, or an appeal was brought but it was dismissed; and

15 3. The violation has not been corrected and/or penalties or fines have not been paid; and

16 4. The permits relate to the violation.

17 A hold on future permits will prevent the issuance of any construction permit for the subject property, and  
18 for the person responsible on any other property within the city, until the violation is resolved, corrective  
19 actions are taken and penalties are paid. The Building Official or Fire Marshal may use their discretion to  
20 issue exceptions to this subsection for emergencies or hazardous situations, or other situations they deem  
21 reasonable.

22  
23  
24 ~~J. Placement of Permit. The permit shall be kept on the site of the work until the completion of the~~  
25 ~~project.~~

26  
27 **13.100.070 Permit and plan review fees.**

28 A. A permit or permit revision shall not be ~~valid-issued~~ until all fees owed to the City of SeaTac have  
29 been paid ~~nor shall an amendment to a permit be released until the additional fee, if any, has been paid.~~  
30 The permit and plan review fees, ~~schedules along together~~ with other fees, including, ~~but not limited to,~~  
31 ~~plan review, drainage plan review, and inspections,~~ shall be as set forth in the most recently adopted City  
32 of SeaTac Fee Schedules~~schedule of license fees, permit fees, and other fees and charges adopted by~~  
33 resolution.

34  
35 B. Project Valuation. The applicant for a permit shall provide an estimated project value at time of  
36 application. Project valuations shall include total value of work, including materials and labor, for which  
37 the permit is being issued such as electrical, gas, mechanical, plumbing equipment and other permanent  
38 systems. The project valuation shall be set by the Building Official.

39  
40 ~~Project~~ The valuation shall be calculated based on ~~the most recent Table 1 and Table 2 of the~~ then-current  
41 August Building Valuation Data Square Foot Construction Costs Table published by the International  
42 Code Council or the actual value ~~of the work for work not included in the published Table,~~ whichever is  
43 higher. In addition to the regional modifier, the valuation may be reduced by the following multipliers:  
44

<del>Residential additions</del>	<del>.70</del>
<del>Residential remodels</del>	<del>.30</del>
<del>Residential decks</del>	<del>.20</del>
<del>Commercial remodels</del>	<del>.30</del>

1  
2  
3 C. Work Commencing Before Permit Issuance. Any person who commences any work on a building,  
4 structure, electrical, gas, fuel tank, mechanical, ~~plumbing or fireplumbing, or fire~~ suppression system, ~~or~~  
5 ~~begins work in the right-of-way, or conducts land clearing activity including grubbing,~~ before obtaining  
6 the necessary permits shall be subject to an investigation fee ~~as determined by the Building Official.~~ The  
7 fee shall be an amount equal to the permit fee with a minimum fee of ~~one hundred dollars (\$100.00)~~ one  
8 hour at the Standard Hourly Rate in the most recent City of SeaTac Fee Schedule. The investigation fee  
9 shall be in addition to the required plan review and permit fees.

10  
11 D. Refunds. ~~The Building Official may authorize refunding any fee paid hereunder. A partial or full permit~~  
12 ~~fee refund may be authorized as follows:~~

13  
14 1. A full refund if the fee which was erroneously paid or collected; and

15  
16 2. A partial refund of eighty percent (80%) if a request for refund has been received within 180  
17 days of the expiration of an application or the issuance of a permit, and for which no plan review has  
18 started or inspections have been conducted.

19  
20  
21 ~~The Building Official may authorize the refunding of not more than eighty percent (80%) of the permit~~  
22 ~~fee paid when no work has been done under the permit. The Building Official may authorize the~~  
23 ~~refunding of not more than eighty percent (80%) of the plan review fee paid when an application for a~~  
24 ~~permit for which a plan review fee has been done is withdrawn or canceled before any plan reviewing has~~  
25 ~~been done.~~

26  
27 3. Permits that were issued on the basis of incorrect, inaccurate, or incomplete information, or in  
28 violation of any ordinance, regulation, or codes are not eligible for refunds.

29  
30 13.100.100 Appeals.

31 A. Appeals to a decision by the Building Official shall be made to the Hearing Examiner.

32  
33 1. All references in the technical codes to the Board of Appeals shall be deemed to refer to the Hearing  
34 Examiner system of Chapter 1.20 SMC.

35  
36 2. The Hearing Examiner shall have no authority relative to interpretation of the administrative provisions  
37 of the technical codes nor shall the Hearing Examiner be empowered to waive requirements of the  
38 technical codes.

39  
40 B. Appeals to a decision by the Fire ~~Chief Marshal~~ shall be made to the Hearing Examiner. All references  
41 in the fire code and adopted International Fire Code to the Fire Code Board of Appeals shall be deemed to  
42 refer to the Hearing Examiner system of Chapter 1.20 SMC.  
43

1 13.100.110 Stop work orders.

2 A. Whenever the Building Official finds any work regulated by this title being performed in a manner  
3 either contrary to the provisions of this code, or dangerous or unsafe, the Building Official or designee is  
4 authorized to issue a stop work order.

5  
6 B. The stop work order shall be in writing and shall be given to the owner of the property involved, or to  
7 the owner's agent, or to the person doing the work. When practical, the stop work order shall also be  
8 posted upon the site. Upon issuance of a stop work order, the cited work shall immediately cease. The  
9 stop work order shall state the reason for the order, and the conditions under which the cited work will be  
10 permitted to resume.

11  
12 C. Failure to stop work or removal of a posted stop work order by anyone other than an authorized  
13 representative of the Building Official may result in civil penalties as set forth in SMC 1.15.025 C.

14  
15 DC. Appeal of a Stop Work Order. A stop work order may be appealed according to the procedures  
16 prescribed in SMC Chapter 1.20. Failure to appeal the stop work order within fourteen (14) days renders  
17 the stop work order a final determination that the civil code violation occurred, and that work was  
18 properly ordered to cease.

19  
20 13.100.120 Violations not subject to the notice and order procedures.

21 Violation of the provisions of Section 108.4.1 and 108.5 of the International Property Maintenance  
22 Code, as adopted by reference in Chapter 13.210 SMC, as now or may be subsequently amended, shall be  
23 a misdemeanor, punishable by a fine of up to one thousand dollars (\$1,000) or a jail sentence of up to  
24 ninety (90) days, or both, and the violation shall be a strict liability offense.

25  
26 **13.100.130 Copies Available.**

27 On behalf of the City Clerk, one (1) copy of each of the codes adopted by Title 13 shall be available to the  
28 public for viewing.

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**Chapter 13.110**  
**BUILDING CODE**

Sections:

- 13.110.010 Building Code.
- 13.110.020 International Building Code.
- 13.110.030 International Residential Code.
- ~~13.110.040 International Performance Code.~~
- 13.110.050 ~~040~~ International Existing Building Code.
- 13.110.050 International Wildland Urban Interface Code
- ~~13.110.060 Copies on file.~~

**13.110.010 Building Code.**

The International Building Code, International Residential Code, ~~International Performance Code and the International Existing Building Code, and the International Wildland Urban Interface Code, all published by the International Code Council and adopted and amended by this chapter, as adopted and amended by this chapter,~~ shall collectively be referred to as the Building Code.

**13.110.020 International Building Code.**

The ~~2018-most current edition~~ ~~Edition~~ of the International Building Code, including Appendix E, as amended by the Washington State Building Code Council and published in Chapter 51-50 WAC, ~~as published by the International Code Council, as amended by the Washington State Building Code Council and published in Chapter 51-50 WAC, as now or hereafter amended,~~ is hereby adopted by reference ~~with the as now or hereafter amended, with the~~ following additions and exceptions:

...

**13.110.030 International Residential Code.**

The ~~2018-most current edition~~ ~~Edition~~ of the International Residential Code, including Appendix F, Appendix Q and Appendix U, as amended by the Washington State Building Code Council and published in Chapter 51-51 WAC is hereby adopted by reference as now or hereafter amended, with the following additions and exceptions, ~~as published by the International Code Council, as amended by the Washington State Building Code Council and published in Chapter 51-51 WAC, as now or hereafter amended,~~ is hereby adopted by reference ~~with the following additions and exceptions:~~

~~A. Appendix Q is adopted.~~

~~B.A.~~ Table R301.2, Climate and Geographic Design Criteria, is hereby amended to read as follows:

Ground/Roof Snow Load:	20 psf with drift calculations 25 psf without drift calculations
------------------------	---

Wind Speed:	85 mph
Topographic Effects:	No
Seismic Design Category:	D2
Subject to Damage From:	
Weathering:	Moderate
Frost Line Depth:	18 inches
Termite:	Slight to Moderate
Decay:	Slight to Moderate
Outside Design Temperatures:	24F Heat; 83F Cool.
Ice Shield Underlayment Required:	No
Flood Hazards:	FEMA # 530320
Air Freezing Index:	50
Mean Annual Temperature:	51.4

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~~**13.110.040 International Performance Code.**~~

~~The 2018 Edition of the International Performance Code, published by the International Code Council, as now or hereafter amended, is hereby adopted.~~

**13.110.05040 International Existing Building Code.**

The most current edition of the International Existing Building Code as amended by the Washington State Building Code Council and published in Chapter 51-50 WAC is hereby adopted by reference, as now or hereafter amended~~The 2018 Edition of the International Existing Building Code, published by the International Code Council, as now or hereafter amended, is hereby adopted.~~

**13.110.050 International Wildland Urban Interface Code.**

The most current edition of the International Wildland Urban Interface Code as amended by the Washington State Building Code Council and published in Chapter 51-55 WAC is hereby adopted by reference, as now or hereafter amended.

~~**13.110.060 Copies on file.**~~

~~At least one (1) copy of the adopted editions of the International Building Code, International Residential Code, International Performance Code and the International Existing Building Code shall be on file in the office of the Building Official on behalf of the City Clerk.~~

1 **Chapter 13.150**

2 **FIRE CODE**

3 Sections:

- 4 13.150.010 Adoption.  
5 13.150.015 Applicability of Port of Seattle Fire Codes.  
6 13.150.020 Amendments to ~~the International Fire Code~~—Chapter 1, Scope and Administration.  
7 13.150.030 Amendments to ~~the International Fire Code~~—Chapter 2, Definitions.  
8 13.150.040 Amendments to ~~the International Fire Code~~—Chapter 3, General Requirements.  
9 13.150.050 Amendments to ~~the International Fire Code~~—Chapter 4, Emergency Planning and  
10 Preparedness.  
11 13.150.060 Amendments to ~~the International Fire Code~~—Chapter 5, Fire Service Features.  
12 13.150.070 Amendments to ~~the International Fire Code~~—Chapter 6, Building Services and Systems.  
13 13.150.080 Amendments to ~~the International Fire Code~~—Chapter 7, Fire and Smoke Prevention  
14 Features.  
15 13.150.090 Amendments to ~~the International Fire Code~~—Chapter 9, Fire Protection Systems.  
16 13.150.100 Amendments to ~~the International Fire Code~~—Chapter 11, Fire Safety Requirements for  
17 Existing Buildings.  
18 13.150.110 Amendments to ~~the International Fire Code~~—Chapter 80, Reference Standards.  
19 13.150.120 Amendments to ~~the International Fire Code~~—Appendix B, Fire-Flow Requirements for  
20 Buildings.  
21 13.150.270 Automatic location identifier – Enhanced 911.  
22

23  
24 **13.150.010 Adoption.**

25 The most current edition of the International Fire Code, with Appendix B, ~~2018 Edition~~, as published by  
26 the International Code Council ~~and as~~ as amended by the State Building Code Council and published in  
27 Chapter 51-54A WAC, is hereby adopted by reference as now or hereafter amended, with the following  
28 additions and exceptions: together with amendments, additions, and deletions adopted by reference, and  
29 together with SeaTac modifications, is adopted as the City of SeaTac Fire Code, and referred to as “this  
30 code” in this chapter. At least one (1) copy of the adopted edition of the International Fire Code as  
31 published by the International Code Council shall be on file in the office of the Building Official on  
32 behalf of the City Clerk.

33 ...

34 ~~EB~~. Subsection 105.6.5 ~~of the International Fire Code is~~ amended to read as follows:

35 **105.6.5 Required operational permits.** The fire code official is authorized to issue operational permits  
36 for the operations set forth in Sections 105.65.1 through 105.65.5560.

37 ~~DC~~. Subsection 105.5.32 amended to read as follows:

38 105.5.32 Mobile food preparation vehicles. A permit is required for mobile preparation vehicles  
39 equipped with appliances that produce smoke or grease-laden vapors or utilize LP-gas systems or CNG  
40 systems.

41 Exception: Mobile food preparation vehicles which are not parked or visiting a location for more than  
42 three consecutive calendar days.



1 ~~ED.~~ ~~A new s~~Subsection 105.~~6.505.53~~ is added to read as follows:

2 **105.6.505.53 Commercial Kitchen.** An operational permit is required for all commercial kitchens with  
3 type I hood systems.

4 **Exception:** No fee will be required if another operational fire permit in accordance with Section 105.5 is  
5 issued for the occupancy.

6 E. ~~A new s~~Subsection 105.~~6.515.54~~ is added to read as follows:

7 **105.6.515.54 Emergency and standby power systems.** An operational permit is required for code  
8 required emergency or standby power systems identified in NFPA 110.

9 F. ~~Subsection A new subsection~~105.~~6.525.55~~ is added to read as follows:

10 **105.6.525.55 Fire Protection System Contractor.** An operational permit is required for all companies  
11 performing any installation, inspection, service, maintenance, or repair of any fire protection system.

12 G. ~~Subsection A new subsection~~105.~~6.535.56~~ is added to read as follows:

13 **105.6.535.56 Commercial Kitchen Hood and Duct Systems Contractor.** An operational permit is  
14 required for all companies performing any inspection or cleaning of commercial kitchen hood and duct  
15 systems.

16 H. ~~Subsection A new subsection~~105.~~6.55.574~~ is added to read as follows:

17 **105.6.545.57 Powder Actuated Fasteners.** For parcels zoned Aviation Operations (“AVO”) or Aviation  
18 Commercial (“AVC”), an operational permit is required for any activities utilizing powder actuated  
19 fasteners.

20 I. ~~Subsection A new subsection~~105.~~6.555.58~~ is added to read as follows:

21 **105.6.555.58 Food Trucks.** For parcels zoned Aviation Operations (“AVO”) or Aviation Commercial  
22 (“AVC”), an operational permit is required for any activities utilizing food trucks.

23 J. ~~Subsection A new subsection~~105.~~6.565.59~~ is added to read as follows:

24 **105.6.565.59 Use of Aircraft Hangars or Warehouses for an event.** For parcels zoned Aviation  
25 Operations (“AVO”) or Aviation Commercial (“AVC”), an operational permit is required for any  
26 activities utilizing an aircraft hangar or warehouse for an event with more than 100 people.

27 K. ~~Subsection A new subsection~~105.~~6.575.60~~ is added to read as follows:

28 **105.6.575.60 Fuel Storage Tanks.** For parcels zoned Aviation Operations (“AVO”) or Aviation  
29 Commercial (“AVC”), an operational permit is required for any activities utilizing fuel storage tanks.

30 L. Subsection 105.~~7.6 of the International Fire Code~~ is amended to read as follows:

31 **105.7.6 Required construction permits.** The fire code official is authorized to issue construction permits  
32 for work set forth in Sections 105.~~7.16.1~~ through 105.~~7.216.26~~.

33 M. A new subsection 105.~~7.216.26~~ is added to read as follows:

34 **105.7.~~21-26~~ Emergency and standby power systems.** A construction permit is required for the  
35 installation of a code required emergency or standby power systems identified in NFPA 110.



1 N. Subsection ~~106.3107.4 of the International Fire Code~~ is amended to read as follows:

2 **106.3107.4 Work commencing before permit issuance.** When work is started or proceeded prior to  
3 obtaining approval or required permits, the ordinary fees shall be doubled. The payment of such double  
4 fee shall not relieve any persons from fully complying with the requirement of this code in the execution  
5 of the work nor from any other penalties prescribed by this code.

6 O. Subsection 109.3 is amended to read as follows:

7 **109.3 Recordkeeping.** A record of periodic inspections, tests, servicing and other operations and  
8 maintenance shall be maintained on the premises or other approved location for not less than 3 years, or a  
9 different period of time where specified in this code or referenced standards.

- 10 1. Records shall be made available for inspection by the Fire Code Official, and a copy of the  
11 records shall be provided to the Fire Code Official upon request.
- 12 2. The Fire Code Official is authorized to prescribe the form and format of such recordkeeping.
- 13 3. The Fire Code Official is authorized to require that certain required records be filed with the Fire  
14 Code Official.
- 15 4. All reports must be filed with the Compliance Engine (www.TheComplianceEngine.com) within  
16 14 days of the reportable activity.

17 ~~OP.~~ Section ~~108-111 of the International Fire Code~~ is amended to read as follows:

18 **108-111 Means of Appeals.** The Hearing Examiner shall constitute the board of appeals for all matters  
19 concerning the application of the technical codes. Appeals to the hearing examiner shall be made pursuant  
20 to Chapter 13.100.100 SMC.

21 ~~PQ.~~ Subsection ~~109112.4 of the International Fire Code~~ is amended to read as follows:

22 **109112.4 Violation Penalties.** Persons who shall violate a provision of this code or shall fail to comply  
23 with any of the requirements thereof or who shall erect, install, alter, repair or do work in violation of the  
24 approved construction documents or directive of the fire code official, or of a permit or certificate used  
25 under provisions of this code, shall be guilty of a misdemeanor, punishable by a fine of not more than one  
26 thousand (1,000) dollars or by imprisonment of not more than 90 days, or both such fine and  
27 imprisonment. Each day that a violation continues after due notice has been served shall be deemed a  
28 separate offense.

29 ~~QR.~~ Subsection ~~112113.4 of the International Fire Code~~ is amended to read as follows:

30 **112113.4 Failure to comply.** Any person who shall continue any work after having been served with a  
31 stop work order, except such as that person is directed, by the City, to perform or remove a violation or  
32 unsafe condition, shall be liable to a fine of not less than one hundred (\$100.00) dollars or more than  
33 double the amount.

34 ...

35 **13.150.060 Amendments to the International Fire Code—Chapter to Chapter 5, Fire Service**  
36 **Features.**

37 ~~The following local amendments to Chapter 5 of the International Fire Code, entitled “Fire Service-~~  
38 ~~Features,” are adopted and incorporated into the International Fire Code:~~

1 ~~A. Section 503 of the International Fire Code is adopted.~~

2 A. Subsection 503.1.1 is amended as follows:

3 **503.1.1. Buildings and Facilities.** Approved fire apparatus access roads shall be provided for every  
4 facility, building or portion of a building hereafter constructed or moved into or within the jurisdiction.  
5 The fire apparatus access road must comply with the requirements of this section and shall extend within  
6 150 feet of all portions of the facility and all portions of the exterior wall of the first story of the building  
7 as measured by an approved route around the building or facility.

8 **Exception:** The Fire Code Official is authorized to increase the distance:

9 1. Up to 300 feet where the building is equipped throughout with an approved automatic fire  
10 sprinkler system.

11 2. Where the fire apparatus access roads cannot be installed because of location on property,  
12 topography, waterways, nonnegotiable grades or other similar conditions, and an approved  
13 alternative means of fire protection is provided.

14 3. There are no more than two Group R-3 or Group U occupancies.

15 B. Subsection 503.1.2 is amended as follows:

16 **503.1.2 Additional Access.** The Fire Code Official is authorized to require more than one fire apparatus  
17 access road based on the potential for impairment of a single road by vehicle congestion, condition of the  
18 terrain, climatic conditions or other factors that could limit access.

19  
20 ~~B.C.~~ Subsection 503.2.1 is amended to read as follows:

21 **503.2.1 Dimensions.** The following minimum dimensions shall apply for fire apparatus access roads:

22 1. Fire apparatus access roads shall have an unobstructed width of not less than 20 feet, except for  
23 approved security gates in accordance with section 503.6, and an unobstructed vertical clearance of  
24 not less than 13 feet 6 inches.

25 2. All fire apparatus access road routes shall be approved.

26 3. Where a fire hydrant is located on a fire apparatus access road, the minimum road width shall be 26  
27 feet for 20 feet on both sides of the hydrant operating nut and shall be marked as a fire lane per  
28 Section 503.3.

29 **Exception:** When the fire apparatus access road is serving no more than 2 single family houses and all are  
30 equipped with approved automatic system, the Fire Code Official may approve a reduced width, but the  
31 reduction shall not be less than 16 feet wide.

32 ~~C.D.~~ Subsection 503.2.3 is amended to read as follows:

33 **503.2.3 Surface.** Facilities, buildings, or portions of buildings constructed shall be accessible to fire  
34 department apparatus by way of an approved fire apparatus access road with asphalt- or concrete capable  
35 of supporting the imposed load of fire apparatus weighing at least 30 tons in accordance with the King  
36 County Road Standards.

1 ~~DE~~. Subsection 503.2.5 is amended to read as follows:

2 **503.2.5 Dead ends.** Dead-end fire apparatus access roads in excess of 150 feet in length shall be provided  
3 with an approved turnaround.

4 **Exception:** The Fire Code Official is authorized to increase the length up to 300 feet for dead-end  
5 access roads when all of the following apply:

6 1. The road serving no more than 4 single-family homes that are equipped throughout with an  
7 approved automatic fire sprinkler system.

8 2. The road shall have an unobstructed width of not less than 20 feet, and an unobstructed vertical  
9 clearance of not less than 13 feet 6 inches.

10 3. Where the vertical distance between the grade plane and the highest point of the roof eave is no  
11 more than 30 feet for any of the structures served by the fire access road.

12 ~~EF~~. Subsection 503.2.6 is amended to read as follows:

13 **503.2.6 Bridges and elevated surfaces.** Where a bridge or an elevated surface is part of a fire apparatus  
14 access road, the bridge or elevated surface shall be constructed and maintained in accordance with  
15 specifications established by the fire code official and the public works director, or their designees; at a  
16 minimum, however, the bridge or elevated surface shall be constructed and maintained in accordance with  
17 AASHTO Standard Specifications for Highway Bridges.

18 1. Bridges and elevated surfaces shall be designed for a live load sufficient to carry 30 or more ton  
19 fire apparatus, the total imposed load to be determined by the fire code official.

20 2. Vehicle load limits shall be posted at both entrances to bridges when required by the fire code  
21 official.

22 3. Where elevated surfaces designed for emergency vehicle use are adjacent to surfaces which are not  
23 designed for such use, approved barriers, approved signs or both shall be installed and maintained  
24 when required by the fire code official.

25 ~~FG~~. Subsection 503.2.7 ~~of the International Fire Code~~ is amended to read as follows:

26 **503.2.7 Grade.** Fire apparatus access roads shall comply with the following:

27 1. Fire apparatus access roads shall not exceed 15 percent longitudinally and/or 6 percent laterally in  
28 grade. ~~Approach and departure angle for fire access shall be as determined by the fire code official.~~

29 2. Driveway approach and departure angles shall not exceed 10 percent for the first 75 feet measured  
30 from the right-of-way, unless otherwise approved by the fire code official.

31 ~~G. A new subsection 503.2.9 is added to read as follows:~~

32 ~~**503.2.9 Access road width with a hydrant.** Where a fire hydrant is located on a fire apparatus access-~~  
33 ~~road, for 20 feet on either side of the operating nut the minimum road width shall be 26 feet and may be~~  
34 ~~marked as a fire lane per Section 503.3.~~

1 H. Subsection 503.3 is amended to read as follows:

2 **503.3 Marking.** Fire apparatus access roads shall be marked whenever necessary to maintain the  
3 unobstructed minimum required width of roadways. Subject to the fire code official's prior written  
4 approval, marked fire apparatus access roads, or fire lanes, may be established or relocated at the time of  
5 plan review, pre-construction site inspection, and/or post construction site inspection as well as any time  
6 during the life of the occupancy. Only those fire apparatus access roads established by the fire code  
7 official can utilize red marking paint and the term fire lane. Fire lanes shall be marked as directed by the  
8 fire code official with one or more of the following types of marking in accordance with the City of  
9 SeaTac Design and Construction Standards:

10 **503.3.1 Type 1.** Type 1 marking shall be installed to identify fire lanes on hammerhead turnarounds,  
11 commercial and multi-family developments or as directed by the fire code official. The following shall  
12 apply to Type 1 marking:

- 13 1. Curbs shall be identifiable by red traffic paint with a 6 inch wide stripe on the top and front,  
14 extending the length of the designated fire lane.
- 15 2. Rolled curbs shall be identified by red traffic paint with a 6 inch wide stripe on the upper most  
16 portion of the curb, extending the length of the designated fire lane.
- 17 3. Lanes without curbs shall be identified by red traffic paint with a 6 inch wide stripe on the  
18 pavement, extending the length of the designated fire lane.
- 19 4. The words "NO PARKING – FIRE LANE" shall be in 3 inch stroke white letters 18 inches in  
20 height, and placed 8 inches measured perpendicular from the red paint stripe on the pavement.  
21 Locations and intervals will be designated by the fire code official; marking will not exceed 50 feet  
22 apart. In most cases, both sides of the access road shall be marked. Where long drives are to be  
23 marked, the repetition shall alternate sides of the drive.

24 **503.3.2 Type 2.** Type 2 marking shall be installed to identify fire lanes in one- and two-family dwelling  
25 developments, or as directed by the fire code official. The following shall apply to Type 2 marking:

- 26 1. Type 2 marking requires metal signs stating "NO PARKING – FIRE LANE" to be installed at  
27 intervals or locations designated by the fire code official; signage will not exceed 150 feet apart.
- 28 2. The signs shall measure 12 inches in width and 18 inches in height and have red letters on a white  
29 background. Bottom of sign shall be a minimum of 7 feet from the curb. Signs shall be nominally  
30 parallel to the road, facing the direction of travel.
- 31 3. The sign shall be installed on an approved metal post.

32 **Exception:** On construction sites, approved portable or temporary sign posts and bases may be used.

- 33 4. Where fire lanes are adjacent to buildings or structures and when approved or directed by the fire  
34 code official, the signs may be placed on the face of the building or structure.

35 **503.3.3. Type 3.** Type 3 marking shall be installed to address situations where neither Type 1 or 2  
36 marking are effective or as directed by the fire code official.

- 37 1. Specific areas designated by the fire code official shall be marked with diagonal striping across the  
38 width of the fire lane. Diagonal marking shall be used in conjunction with painted curbs and/or edge  
39 striping and shall run at an angle of 30 to 60 degrees from one side to the other. These diagonal lines

1 shall be in red traffic paint, parallel with each other, at least 6 inches in width, and 24 inches apart.  
2 Lettering shall occur as with Type 1 marking.

3 H. Subsection 503.5 is amended as follows:

4 **503.5. Required gates or barricades.** The fire code official is authorized to require the installation and  
5 maintenance of gates or other approved barricades across fire apparatus access roads, trails, or other  
6 accessways, not including public streets, alleys, or highways. Installations shall meet the following:

- 7 1. Electric gate operators, where provided shall be listed in accordance with UL 325.
- 8 2. Gates intended for automatic operation shall be designed, constructed, and installed to comply  
9 with the requirements of ASTM F 2200 and must be equipped with “Click 2 Enter” or similar  
10 equipment that is approved by the fire code official, that allows for operations of the gate by fire  
11 and police personnel via their vehicle mobile radio, on a dedicated radio frequency, with a hold-  
12 open for a specified amount of time.
- 13 3. Gates over the fire apparatus access road that are intended for automatic operation shall be  
14 designed to operate during a loss of power or fail in the open position.
- 15 4. Gates shall be at a minimum as wide as the required access road width.
- 16 5. If manually operated, a Knox padlock is required if the gate is locked.
- 17 6. Installations must be set back 40 feet from the roadway edge of pavement.

18 **Exception:** Automated gates meeting the requirements of item 2 of this subsection.

19 J. Subsection 503.6 is amended as follows:

20 **503.6 Security gates, bollards, and other obstructions.** The installation of security gates, bollards, and  
21 other obstructions across a fire apparatus access road shall be approved by the fire code official. Where  
22 installed, they shall have an approved means of emergency operation. The installation and emergency  
23 operation shall be maintained operational at all times. The installation of security gates, bollards and other  
24 obstructions shall be in accordance with 503.5. The use of directional-limiting devices (tire spikes) is  
25 prohibited.

26 ~~H~~K. Subsection 503.7 is added to read as follows:

27 **503.7 Establishment of fire lanes.** Fire lanes in conformance with this code shall be established by the  
28 Fire Chief or his/her authorized designee, and shall be in accordance with 503.7.1 through 503.7.9.

29 **503.7.1 Obstruction of fire lanes prohibited.** The obstruction of a designated fire lane by a parked  
30 vehicle or any other object is prohibited and shall constitute a traffic hazard as defined in State law and an  
31 immediate hazard to life and property.

32 **503.7.2 Existing fire lane signs and markings.** The following signs and markings shall be provided:

- 33 1. Signs (minimum nine-inch by 16-inch) may be allowed to remain until there is a need for  
34 replacement and at that time the sign shall meet the requirements of section 503.3.2.
- 35 2. Markings may be allowed to remain until there is a need for repainting and at that time the  
36 provisions outlined in 503.3 shall be complied with.

1 **503.7.3 Maintenance.** Fire lane markings shall be maintained at the expense of the property owner(s) as  
2 often as needed to clearly identify the designated area as being a fire lane.

3 **503.7.4 Towing notification.** At each entrance to property where fire lanes have been designated, signs  
4 shall be posted in a clearly conspicuous location and shall clearly state that vehicles parked in fire lanes  
5 may be impounded, and the name, telephone number, and address of the towing firm where the vehicle  
6 may be redeemed.

7 **503.7.5 Responsible property owner.** The owner, manager, or person in charge of any property upon  
8 which designated fire lanes have been established shall prevent the parking of vehicles or placement of  
9 other obstructions in such fire lanes.

10 **503.7.6 Violation – Penalty.** Any person who fails to mark or maintain the marking of a designated fire  
11 lane as prescribed herein, or who obstructs or allows the obstruction of a designated fire lane, ~~other than~~  
12 ~~the parking of a vehicle~~, shall be deemed to have committed a Class 2 civil infraction. The penalty for  
13 violation of this section shall be a maximum monetary penalty of one hundred twenty-five dollars  
14 (\$125.00), not including statutory assessments.

15 **503.7.7 Violation – Civil penalty.** In addition to, or as an alternate to, the penalties specified above, the  
16 City is authorized to enforce all provisions of this chapter, specifically including civil penalties, pursuant  
17 to Chapter [1.15](#) SMC.

18 **503.7.8 Impoundment.** Any vehicle or object obstructing a designated fire lane is declared a traffic  
19 hazard and may be abated without prior notification to its owner by impoundment pursuant to the  
20 applicable State law. The owner or operator shall be responsible for all towing and impound charges.

21 ~~JL.~~ ~~A new s~~Subsection 503.8 is added to read as follows:

22 **503.8 Commercial and Industrial Developments.** The fire apparatus access roads serving commercial  
23 and industrial developments shall be in accordance with Sections 503.8.1 through 503.8.3.

24 **503.8.1 Buildings exceeding three stories or 30 feet in height.** Buildings or facilities exceeding 30 feet  
25 or three stories in height shall have at least two means of fire apparatus access for each structure.

26 **503.8.2 Buildings exceeding 62,000 square feet in area.** Buildings or facilities having a gross building  
27 area of more than 62,000 square feet shall be provided with two separate and approved fire apparatus  
28 access roads.

29 **Exception:** Projects having a gross building area of up to 124,000 square feet that have a single  
30 approved fire apparatus access road when all buildings are equipped throughout with approved  
31 automatic sprinkler systems.

32 **503.8.3 Remoteness.** Where two access roads are required, they shall be placed a distance apart equal to  
33 not less than one half of the length of the maximum overall diagonal dimension of the property or area to  
34 be served, measured in a straight line between accesses or as approved by the fire code official and the  
35 fire chief.

36 ~~KM.~~ ~~A new s~~Subsection 503.9 is added to read as follows:

37 **503.9 Aerial fire apparatus roads.** The fire apparatus access roads that accommodate aerial fire  
38 apparatus shall be in accordance with Sections 503.9.1 through 503.9.3.



1 **503.9.1 Where required.** Buildings or portions of buildings or facilities exceeding 30 feet in height  
2 above the lowest level of fire department access shall be provided with approved fire apparatus access  
3 roads that are capable of accommodating fire department aerial apparatus.

4 **503.9.2 Width.** Fire apparatus access roads shall have a minimum unobstructed width of 26 feet in the  
5 immediate vicinity of any building or portion of building more than 30 feet in height.

6 **503.9.3 Proximity to building.** At least one of the required access routes meeting this condition shall be  
7 positioned parallel to one entire side of the building. The location of the parallel access route shall be  
8 approved.

9 **503.9.4 Obstructions.** Overhead utility and power lines shall not be located over the aerial fire apparatus  
10 access roads or between the aerial apparatus access road and the building. Other obstructions shall be  
11 permitted to be placed with the approval of the *fire code official*.

12 ~~LN.~~ ~~A new s~~Subsection 503.10 is added to read as follows:

13 **503.10 Multi-family residential developments.** The fire apparatus access roads serving For mmulti-  
14 family residential developments shall be in accordance with Sections 503.10.1 through 503.10.3.

15 **503.10.1 Projects having more than 100 dwelling units.** Multi-family residential projects having more  
16 than 100 dwelling units shall be provided with two separate and approved fire apparatus access roads.

17 **Exception:** Projects having up to 200 dwelling units may have a single approved fire apparatus  
18 access road when all buildings, including nonresidential occupancies, are equipped throughout with  
19 approved automatic sprinkler systems installed in accordance with Section 903.3.1.1 or 903.3.1.2.

20 **503.10.2 Projects having more than 200 dwelling units.** Multi-family residential projects having more  
21 than 200 dwelling units shall be provided with two separate and approved fire apparatus access roads  
22 regardless of whether they are equipped with an approved automatic sprinkler system.

23 **503.10.3 Remoteness.** Where two access roads are required, they shall be placed a distance apart equal to  
24 not less than one half of the length of the maximum overall diagonal dimension of the property or area to  
25 be served, measured in a straight line between accesses or as approved by the fire code official and fire  
26 chief.

27 ~~MO.~~ ~~A new s~~Subsection 503.11 is added to read as follows:

28 **503.11 One- and Two-family residential developments with more than 30 dwelling units.** The fire  
29 apparatus access roads serving one and two-family residential developments with more than 30 dwelling  
30 units shall be in accordance with Sections 503.11.1 and 503.11.2.

31 **503.11.1 Projects having more than 30 dwelling units.** Developments of one- or two-family dwellings  
32 where the number of dwelling units exceed 30 shall be provided with two separate and approved fire  
33 apparatus access roads.

34 **Exceptions:**

35 1. Where there are more than 30 dwelling units on a single public or private fire apparatus access  
36 road and all dwelling units are equipped throughout with approved automatic sprinkler systems  
37 installed in accordance with Section 903.3.1.1, 903.3.1.2, or 903.3.1.3 of the International Fire  
38 Code, access from two directions shall not be required.

1 2. The number of dwelling units on a single fire apparatus access road shall not be increased unless  
2 fire apparatus

3 access roads will, within a reasonable time, connect with future development, as determined by the  
4 fire code official.

5 **503.11.2 Remoteness.** Where two access roads are required, they shall be placed a distance apart equal to  
6 not less than one half of the length of the maximum overall diagonal dimension of the property or area to  
7 be served, measured in a straight line between accesses or as approved by the fire code official and fire  
8 chief.

9 ~~NP.~~ A new sSubsection 503.12 is added to read as follows:

10 **503.12 Underground structures.** Installation of underground structures under or within 10 feet of fire  
11 apparatus access roads shall be designed using approved criteria. The criteria shall accommodate for the  
12 loading of fire department aerial apparatus unless otherwise approved.

13 Q. Subsection 504.4 is added to read as follows:

14 **504.4. Buildings with interior courtyards.** New buildings with enclosed interior courtyards shall have a  
15 straight/direct access corridor and/or stairway from the exterior to the courtyard at a location acceptable to  
16 the fire code official. If a stairway is used it shall comply with Section 1011 and a corridor shall comply  
17 with Section 1020. The access shall have a minimum width of 5 feet and be large enough to carry a 35-  
18 foot-long sectional ladder (minimum folded length 20 feet) directly from the exterior to the courtyard  
19 without obstructions. The access door shall be marked at the street as “Direct Fire Access to Courtyard”.

20 R. Subsection 506.1 is amended as follows:

21 **506.1. Where required.** Where access to or within a structure or an area is restricted because of secured  
22 openings or where immediate access is necessary for life-saving or firefighting purposes, the fire code  
23 official is authorized to require a key box/vault to be installed. The key box shall be a Knox KLS product  
24 listed in accordance with UL 1037 and shall contain keys to gain necessary access. The location, key box  
25 and key requirements shall be in accordance with the Rapid Entry System Policy of the Puget Sound  
26 Regional Fire Authority.

27 S. Subsection 506.3 is added to read as follows:

28 **506.3. Compliance.** Compliance with this chapter shall be in accordance with the following:

29 1. Newly constructed buildings not yet occupied or buildings currently under construction and all  
30 buildings applying for a certificate of occupancy, shall comply prior to occupancy, permit final or  
31 approval of any certificate.

32 2. Existing buildings without existing key boxes shall comply within 180 days of notification.

33 3. Existing buildings, gates, or barriers with non-compliant key boxes or locks installed shall comply  
34 within 1 year of notification.

35  
36 ~~O.~~ A new subsection 507.5.2.1 is added to read as follows:



~~507.5.2.1 Records. Records of all system inspections, tests and maintenance required by the referenced standard shall be maintained on the premises for three years; a copy shall be submitted in a form or manner determined by the fire code official within 30 calendar days of each test, inspection, or maintenance of the system.~~

PT. Subsection 507.5.6 is amended to read as follows:

**507.5.6 Physical protection.** Where fire hydrants are subject to impact by a motor vehicle, guard posts shall be designed and installed in accordance with the local water purveyor's design and construction standards.

QU. Subsection 507.5.7 is amended to read as follows:

**507.5.7 Fire hydrant.** Fire hydrants shall be designed and installed in accordance with the local water purveyor's design and construction standards.

RV. Subsection 507.5.8 is amended to read as follows:

**507.5.8 Backflow prevention.** All private fire systems shall be isolated by an approved method from the local water purveyor.

SW. Subsection 507.6 is amended to read as follows:

**507.6 Capacity for residential areas.** All hydrants installed in single family residential areas shall be capable of delivering 1,500 gpm fire flow over and above average maximum demands at the farthest point of the installation.

TX. Subsection 507.7 is amended to read as follows:

**507.7 Spacing.** The spacing of hydrants shall be in accordance with Sections 507.7.1 through 507.7.5.

**507.7.1 Single family.** The maximum fire hydrant spacing serving single family residential areas shall be 600 feet.

**507.7.2 Commercial, industrial and multi-family.** The maximum fire hydrant spacing serving commercial, industrial, multi-family or other areas shall be 300 feet.

**507.7.3 Medians.** Where streets are provided with median dividers which cannot be crossed by firefighters pulling hose lines hydrants shall be provided on each side of the street and be arranged on an alternating basis.

**507.7.4 Arterials.** Where arterial streets are provided with four or more traffic lanes hydrants shall be provided on each side of the street and be arranged on an alternating basis.

**507.7.5 Transportation.** Where new water mains are extended along streets where hydrants are not needed for protection of structures or similar fire problems, fire hydrants shall be provided at a spacing not to exceed 1,000 feet to provide for transportation hazards.

UY. Subsection 507.8 is amended to read as follows:

1 **507.8 Required hydrants.** The number of hydrants required for a property shall be based on the  
2 calculated fire flow. The first hydrant will be calculated for up to 1,500 gpm. An additional hydrant is  
3 required for every 1,000 gpm, or fraction thereof. The required hydrants shall be within 600 feet of the  
4 property on a fire apparatus road, as measured by an approved method.

5 ~~VZ.~~ Subsection 507.9 is amended to read as follows:

6 **507.9 Notification.** The owner of property on which private hydrants are located and the public agencies  
7 that own or control public hydrants must provide the fire code official with the following written service  
8 notifications in accordance with 507.9.1 and 507.9.2.

9 **507.9.1 In-service notification.** The fire code official shall be notified when any newly installed hydrant  
10 is placed into service.

11 **507.9.2 Out-of-service notifications.** Where any hydrant is out of service or has not yet been placed in  
12 service, the hydrant shall be identified as being out of service and shall be appropriately marked as out of  
13 service, by a method approved by the fire code official.

14 ~~WAA.~~ Subsection 507.10 is amended to read as follows:

15 ~~**507.10 Water main standards.** The installation of water mains shall be in accordance with 507.10.1 and~~  
16 ~~507.10.2. **Building permit requirements.** No building permit shall be issued until all plans required by~~  
17 ~~this section have been approved in accordance with the provisions of this section.~~

18 ~~No construction beyond the foundation shall be allowed until all hydrants and mains required by this~~  
19 ~~section are in place and approved.~~

20 ~~**507.10.1 Minimum pipe size.** All water mains serving fire hydrants shall be eight (8) inches in diameter~~  
21 ~~for dead end mains and six (6) inches inside diameter for circulating mains.~~

22 ~~**Exception:** Hydrant leads less than fifty (50) feet in length may be six (6) inches in diameter.~~

23 ~~**507.10.2 Adopted standards.** All water mains shall meet applicable engineering and health standards~~  
24 ~~adopted by the State of Washington or the water purveyor.~~

25 ~~X.~~ Subsection 507.11 is amended to read as follows:

26 ~~**507.11 Water purveyor authority.** Nothing in this section shall be construed to prohibit water purveyors~~  
27 ~~from imposing more stringent requirements for the construction of water mains and fire hydrants.~~

28 ~~YBB.~~ Subsection 508.1 is amended to read as follows:

29 **508.1 General.** Where required by other sections of the code and in all buildings classified as high-rise or  
30 those buildings used as an airport terminal, a fire command center for fire department operations shall be  
31 provided and shall comply with Sections 508.1.1 through 508.1.6.

32 ~~ZCC.~~ Section 510 ~~of the International Fire Code~~ is amended to read as follows:

33 **510.1 Emergency responder radio coverage in new buildings.** Approved radio coverage for emergency  
34 responders shall be provided within buildings meeting any of the following conditions:

- 1 1. High rise buildings;
- 2 2. The total building area is 50,000 square feet or more;
- 3 3. The total basement area is 10,000 square feet or more; or
- 4 4. There are floors used for human occupancy more than 30 feet below the finished floor of the
- 5 lowest level of exit discharge.
- 6 5. Buildings or structures where the Fire or Police Chief determines that in-building radio coverage
- 7 is critical because of its unique design, location, use or occupancy.

8 The radio coverage system shall be installed in accordance with Sections 510.5.1 through 510.5.5  
9 of this code and with the provisions of NFPA 1221. This section shall not require improvement of  
10 the existing public safety communication systems.

11 **Point of Information**

12 When determining if the minimum signal strength referenced 510.4.1.1 exists at a subject building,  
13 the signal strength shall be measured at any point on the exterior of the building up to the highest  
14 point on the roof.

15 **Exceptions:**

- 16 1. Buildings and areas of buildings that have minimum radio coverage signal strength levels of the  
17 King County Regional 800 MHz Radio System within the building in accordance with Section  
18 510.4.1 without the use of a radio coverage system.
- 19 2. In facilities where emergency responder radio coverage is required and such systems,  
20 components or equipment required could have a negative impact on the normal operations of that  
21 facility, the fire code official shall have the authority to accept an automatically activated  
22 emergency responder radio coverage system.
- 23 3. One- and two-family dwellings and townhouses.

24 **510.2 Emergency responder radio coverage in existing buildings.** Existing buildings shall be provided  
25 with approved radio coverage for emergency responders as required in Chapter 11.

26 **510.3 Permit required.** A construction permit for the installation of or modification to emergency  
27 responder radio coverage systems and related equipment is required as specified in Section 105.7.6.  
28 Maintenance performed in accordance with this code is not considered a modification and does not  
29 require a permit.

30 **Point of Information**

31 Prior coordination and approval from the Public Safety Radio System Operator is required before  
32 installation of an Emergency Responder Radio System. Until 2022, such approval is required from  
33 EPSCA, King County, Seattle or ValleyCom depending on the location of the installation. In 2022  
34 PSERN will be the single operator of a county wide system.

1 In order to be forward compatible, designers and contractors should be aware of PSERN's  
2 requirements for Distributed Antenna Systems which can be found via  
3 <https://psern.org/requirements/>

4 **510.4 Technical requirements.** Systems, components and equipment required to provide the emergency  
5 responder radio coverage system shall comply with Sections 510.4.1 through 510.4.2.8.

6 **510.4.1 Emergency responder communication enhancement system signal strength.** The building  
7 shall be considered to have acceptable emergency responder communications enhancement system  
8 coverage when signal strength measurements in 95 percent of all areas on each floor of the building meet  
9 the signal strength requirements in Sections 510.4.1.1 through 510.4.1.3.

10 **Exception:** Critical areas, such as the fire command center(s), the fire pump room(s), interior exit  
11 stairways, exit passageways, elevator lobbies, standpipe cabinets, sprinkler sectional valve  
12 locations, and other areas required by the fire code official, shall be provided with 99 percent floor  
13 area radio coverage.

14 **510.4.1.1 Minimum signal strength into the building.** The minimum inbound signal strength shall be  
15 sufficient to provide usable voice communications throughout the coverage area as specified by the fire  
16 code official. The inbound signal level shall be a minimum of -95 dBm in 95% of the coverage area and  
17 99% in critical areas and sufficient to provide not less than a Delivered Audio Quality (DAQ) of 3.0 or an  
18 equivalent Signal-to-Interference-Plus-Noise Ratio (SINR) applicable to the technology for either analog  
19 or digital signals.

20 **510.4.1.2 Minimum signal strength out of the building.** The minimum outbound signal strength shall  
21 be sufficient to provide usable voice communications throughout the coverage area as specified by the  
22 fire code official. The outbound signal level shall be sufficient to provide not less than a DAQ of 3.0 or an  
23 equivalent SINR applicable to the technology for either analog or digital signals. A minimum signal  
24 strength of -95 dBm shall be received by the King County Regional 800 MHz Radio System when  
25 transmitted from within the building.

26 **510.4.1.3 System performance.** Signal strength shall be sufficient to meet the requirements of the  
27 applications being utilized by public safety for emergency operations through the coverage area as  
28 specified by the radio system manager in Section 510.4.2.2.

29 **510.4.2 System design.** The emergency responder radio coverage system shall be designed in accordance  
30 with Sections 510.4.2.1 through 510.4.2.8 and NFPA 1221.

31 **510.4.2.1 Amplification systems and components.** Buildings and structures that cannot support the  
32 required level of radio coverage shall be equipped with systems and components to enhance the public  
33 safety radio signals and achieve the required level of radio coverage specified in Sections 510.4.1 through  
34 510.4.1.3. Public safety communications enhancement systems utilizing radio-frequency-emitting devices  
35 and cabling shall be allowed by the Public Safety Radio System Operator. Prior to installation, all RF-  
36 emitting devices shall have the certification of the radio licensing authority and be suitable for public  
37 safety use.

38 **510.4.2.2 Technical criteria.** The Public Safety Radio System Operator shall provide the various  
39 frequencies required, the location of radio sites, the effective radiated power of radio sites, the maximum  
40 propagation delay in microseconds, the applications being used and other supporting technical  
41 information necessary for system design upon request by the building owner or owner's representative.

1 **510.4.2.3 Power supply sources.** Emergency responder radio coverage systems shall be provided with  
2 dedicated standby batteries or provided with 2-hour standby batteries and connected to the facility  
3 generator power system in accordance with Section 1203. The standby power supply shall be capable of  
4 operating the emergency responder radio coverage system at 100-percent system capacity for a duration  
5 of not less than 12 hours.

6 **510.4.2.4 Signal booster requirements.** If used, signal boosters shall meet the following requirements:

7 1. All signal booster components shall be contained in a National Electrical Manufacturer's  
8 Association (NEMA) 4, IP66-type waterproof cabinet or equivalent.

9 **Exception:** Listed battery systems that are contained in integrated battery cabinets.

10 2. Battery systems used for the emergency power source shall be contained in a NEMA 3R or  
11 higher-rated cabinet, IP65-type waterproof cabinet or equivalent.

12 3. Equipment shall have FCC or other radio licensing authority certification and be suitable for  
13 public safety use prior to installation.

14 4. Where a donor antenna exists, isolation shall be maintained between the donor antenna and all  
15 inside antennas to not less than 20dB greater than the system gain under all operating conditions.

16 5. Bi-Directional Amplifiers (BDAs) used in emergency responder radio coverage systems shall be  
17 fitted with anti-oscillation circuitry and per-channel AGC.

18 6. The installation of amplification systems or systems that operate on or provide the means to  
19 cause interference on any emergency responder radio coverage networks shall be coordinated and  
20 approved by the Public Safety Radio System Operator.

21 7. Unless otherwise approved by the Public Safety Radio System Operator, only channelized signal  
22 boosters shall be permitted.

23 **Exception:** Broadband BDA's may be utilized when specifically authorized in writing by the  
24 Public Safety Radio System Operator.

25 **Point of Information**

26 BDA's must also comply with PSERN's ([www.psern.org/requirements](http://www.psern.org/requirements)) detailed requirements,  
27 which include channelized, minimum of 28 channels, supporting analog, P25 Phase I (FDMA), and  
28 P25 Phase II (TDMA).

29 **510.4.2.5 System monitoring.** The emergency responder radio enhancement system shall include  
30 automatic supervisory and trouble signals that are monitored by a supervisory service and are annunciated  
31 by the fire alarm system in accordance with NFPA 72. The following conditions shall be separately  
32 annunciated by the fire alarm system, or, if the status of each of the following conditions is individually  
33 displayed on a dedicated panel on the radio enhancement system, a single automatic supervisory signal  
34 may be annunciated on the fire alarm system indicating deficiencies of the radio enhancement system:

35 1. Loss of normal AC power supply.

36 2. System battery charger(s) failure.

- 1 3. Malfunction of the donor antenna(s).
- 2 4. Failure of active RF-emitting device(s).
- 3 5. Low-battery capacity at 70-percent reduction of operating capacity.
- 4 6. Active system component malfunction.
- 5 7. Malfunction of the communications link between the fire alarm system and the emergency
- 6 responder radio enhancement system.

7 **510.4.2.6 Additional frequencies and change of frequencies.** The emergency responder radio coverage  
8 system shall be capable of modification or expansion in the event frequency changes are required by the  
9 FCC or other radio licensing authority, or additional frequencies are made available by the FCC or other  
10 radio licensing authority.

11 **510.4.2.7 Design documents.** The fire code official shall have the authority to require “as-built” design  
12 documents and specifications for emergency responder communications coverage systems. The  
13 documents shall be in a format acceptable to the fire code official.

14 **510.4.2.8 Radio communication antenna density.** Systems shall be engineered to minimize the near-far  
15 effect. Radio enhancement system designs shall include sufficient antenna density to address reduced gain  
16 conditions.

17 **Exceptions:**

- 18 1. Class A narrow band signal booster devices with independent AGC/ALC circuits per channel.
- 19 2. Systems where all portable devices within the same band use active power control

20 **510.5 Installation requirements.** The installation of the public safety radio coverage system shall be in  
21 accordance with NFPA 1221 and Sections 510.5.1 through 510.5.7.

22 **510.5.1 Approval prior to installation.** Amplification systems capable of operating on frequencies  
23 licensed to any public safety agency by the FCC or other radio licensing authority shall not be installed  
24 without prior coordination and approval of the Public Safety Radio System Operator.

25 **510.5.2 Minimum qualifications of personnel.** The minimum qualifications of the system designer and  
26 lead installation personnel shall include both of the following:

- 27 1. A valid FCC-issued general radio telephone operators license.
- 28 2. Certification of in-building system training issued by an approved organization or approved
- 29 school, or a certificate issued by the manufacturer of the equipment being installed.

30 **510.5.3 Acceptance test procedure.** Where an emergency responder radio coverage system is  
31 required, and upon completion of installation, the building owner shall have the radio system tested  
32 to verify that two-way coverage on each floor of the building is in accordance with Section 510.4.1.  
33 The test procedure shall be conducted as follows:

- 34 1. Each floor of the building shall be divided into a grid of 20 approximately equal test areas, with a
- 35 maximum test area size of 6,400 square feet. Where the floor area exceeds 128,000 square feet, the



1 floor shall be divided into as many approximately equal test areas as needed, such that no test area  
2 exceeds the maximum square footage allowed for a test area.

3 2. Coverage testing of signal strength shall be conducted using a calibrated spectrum analyzer for  
4 each of the test grids. A diagram of this testing shall be created for each floor where coverage is  
5 provided, indicating the testing grid used for the test in Section 510.5.3(1), and including signal  
6 strengths and frequencies for each test area. Indicate all critical areas.

7 3. Functional talk-back testing shall be conducted using two calibrated portable radios of the latest  
8 brand and model used by the agency's radio communications system or other equipment approved  
9 by the fire code official. Testing shall use Digital Audible Quality (DAQ) metrics, where a passing  
10 result is a DAQ of 3 or higher. Communications between handsets shall be tested and recorded in  
11 the grid square diagram required by section 510.5.3(2): each grid square on each floor; between  
12 each critical area and a radio outside the building; between each critical area and the fire command  
13 center or fire alarm control panel; between each landing in each stairwell and the fire command  
14 center or fire alarm control panel.

15 4. Failure of more than 5% of the test areas on any floor shall result in failure of the test.

16 **Exception:** Critical areas shall be provided with 99 percent floor area coverage.

17 5. In the event that two of the test areas fail the test, in order to be more statistically accurate, the  
18 floor shall be permitted to be divided into 40 equal test areas. Failure of not more than two  
19 nonadjacent test areas shall not result in failure of the test. If the system fails the 40-area test, the  
20 system shall be altered to meet the 95-percent coverage requirement.

21 6. A test location approximately in the center of each test area shall be selected for the test, with the  
22 radio enabled to verify two-way communications to and from the outside of the building through  
23 the public agency's radio communications system. Once the test location has been selected, that  
24 location shall represent the entire test area. Failure in the selected test location shall be considered  
25 to be a failure of that test area. Additional test locations shall not be permitted.

26 7. The gain values of all amplifiers shall be measured, and the test measurement results shall be  
27 kept on file with the building owner so that the measurements can be verified during annual tests.  
28 In the event that the measurement results become lost, the building owner shall be required to rerun  
29 the acceptance test to reestablish the gain values.

30 8. As part of the installation, a spectrum analyzer or other suitable test equipment shall be utilized  
31 to ensure spurious oscillations are not being generated by the subject signal booster. This test shall  
32 be conducted at the time of installation and at subsequent annual inspections.

33 9. Systems incorporating Class B signal booster devices or Class B broadband fiber remote devices  
34 shall be tested using two portable radios simultaneously conducting subjective voice quality checks.  
35 One portable radio shall be positioned not greater than 10 feet (3048 mm) from the indoor antenna.  
36 The second portable radio shall be positioned at a distance that represents the farthest distance from  
37 any indoor antenna. With both portable radios simultaneously keyed up on different frequencies  
38 within the same band, subjective audio testing shall be conducted and comply with DAQ levels as  
39 specified in Sections 510.4.1.1 and 510.4.1.2.

40 10. Documentation maintained on premises. At the conclusion of the testing, and prior to issuance  
41 of the building Certificate of Occupancy, the building owner or owner's representative shall place a

1 copy of the following records in the DAS enclosure or the building engineer's office. The records  
2 shall be available to the fire code official and maintained by the building owner for the life of the  
3 system:

4 a. A certification letter stating that the emergency responder radio coverage system has been  
5 installed and tested in accordance with this code, and that the system is complete and fully  
6 functional.

7 b. The grid square diagram created as part of testing in Sections 510.5.3(2) and 510.5.3(3).

8 c. Data sheets and/or manufacturer specifications for the emergency responder radio coverage  
9 system equipment; back up battery; and charging system (if utilized).

10 d. A diagram showing device locations and wiring schematic.

11 e. A copy of the electrical permit.

12 11. Acceptance test reporting to fire code official. At the conclusion of the testing, and prior to  
13 issuance of the building Certificate of Occupancy, the building owner or owner's representative  
14 shall submit copies of the acceptance test in a form and manner determined by the fire code official.

15 **510.5.4 FCC compliance.** The emergency responder radio coverage system installation and components  
16 shall comply with all applicable federal regulations including, but not limited to, FCC [47](#) CFR  
17 Part [90.219](#).

18 **510.5.5 Mounting of the donor antenna(s).** To maintain proper alignment with the system designed  
19 donor site, donor antennas shall be permanently affixed on the highest possible position on the building or  
20 where approved by the fire code official. A clearly visible sign shall be placed near the antenna stating,  
21 "movement or repositioning of this antenna is prohibited without approval from the fire code official."  
22 The antenna installation shall be in accordance with the applicable requirements in the International  
23 Building Code for weather protection of the building envelope.

24 **510.5.6 Wiring.** The backbone, antenna distribution, radiating, or any fiber-optic cables shall be rated as  
25 plenum cables. The backbone cables shall be connected to the antenna distribution, radiating, or copper  
26 cables using hybrid coupler devices of a value determined by the overall design. Backbone cables shall be  
27 routed through an enclosure that matches the building's required fire-resistance rating for shafts or  
28 interior exit stairways. The connection between the backbone cable and the antenna cables shall be made  
29 within an enclosure that matches the building's fire-resistance rating for shafts or interior exit stairways,  
30 and passage of the antenna distribution cable in and out of the enclosure shall be protected as a  
31 penetration per the International Building Code.

32 **510.5.7 Identification Signs.** Emergency responder radio coverage systems shall be identified by an  
33 approved sign located on or near the Fire Alarm Control Panel or other approved location stating "This  
34 building is equipped with an Emergency Responder Radio Coverage System. Control Equipment located  
35 in room \_\_\_".

36 A sign stating "Emergency Responder Radio Coverage System Equipment" shall be placed on or  
37 adjacent to the door of the room containing the main system components.



1 **510.5.8 Port of Seattle Pathway Survivability Alternatives.** In lieu of the prescriptive requirements of  
2 NFPA 72 and 1221, the Port of Seattle Fire Department will allow the following alternatives for pathway  
3 survivability:

4 1. All backbone pathways (riser cables, donor antenna cables, BDA cables) between signal  
5 boosters, donor antennae and secondary power supplies and between head end and remote units for  
6 fiber-based systems shall be protected by a 2-hour fire rated enclosure.

7 2. All signal booster components and battery backup equipment, located in rooms with fire  
8 sprinklers, shall be installed in NEMA-4 type waterproof cabinets.

9 3. The connection between the riser and feeder coaxial cables shall be made within 2-hour rated  
10 enclosure, and passage of the feeder cable in and out of the 2-hour rated enclosure shall be fire  
11 stopped to a 2-hour rating.

12 4. Feeder cables that are installed above ceilings in buildings that are protected with an automatic  
13 fire sprinkler system in accordance with NFPA 13 shall not require additional physical protection.  
14 Feeder cables in these installations shall be plenum rated.

15 5. Feeder cables that are installed in areas without ceilings shall require additional physical  
16 protection such as EMT or equivalent.

17 6. Both fiber and coaxial based systems shall be designed such that each floor or remote area shall  
18 be covered by a minimum of 2 independent feeders, whereas the failure of a single feeder does not  
19 cause signal loss for more than 50% of the required coverage for that floor or remote area. A  
20 remote area shall be defined as an area served by a feeder providing connectivity to 2 or more  
21 antennae.

22 **510.6 Maintenance.** The emergency responder radio coverage system shall be maintained operational at  
23 all times in accordance with Sections 510.6.1 through 510.6.4.

24 **510.6.1 Testing and proof of compliance.** The owner of the building or owner's authorized agent shall  
25 have the emergency responder radio coverage system inspected and tested annually or where structural  
26 changes occur including additions or remodels that could materially change the original field performance  
27 tests. Testing shall consist of the following items (1) through (7):

28 1. In-building coverage test as required by the fire code official as described in Section 510.5.3  
29 "Acceptance test procedure" or 510.6.1.1 "Alternative in-building coverage test".

30 **Exception:** Group R Occupancy annual testing is not required within dwelling units.

31 2. Signal boosters shall be tested to verify that the gain/output level is the same as it was upon  
32 initial installation and acceptance or set to optimize the performance of the system.

33 3. Backup batteries and power supplies shall be tested under load of a period of 1 hour to verify that  
34 they will properly operate during an actual power outage. If within the 1-hour test period the battery  
35 exhibits symptoms of failure, the test shall be extended for additional 1-hour periods until the  
36 integrity of the battery can be determined.

37 4. If a fire alarm system is present in the building, a test shall be conducted to verify that the fire  
38 alarm system is properly supervising the emergency responder communication system as required

1 in Section 510.4.2.5. The test is performed by simulating alarms to the fire alarm control panel. The  
2 certifications in Section 510.5.2 are sufficient for the personnel performing this testing.

3 5. Other active components shall be checked to verify operation within the manufacturer's  
4 specifications.

5 6. At the conclusion of the testing, a report, which shall verify compliance with Section 510.6.1,  
6 shall be submitted to the fire code official by way of the department's third-party vendor,  
7 www.thecomplianceengine.com, or other such vendor as determined by the department.

8 7. At the conclusion of testing, a record of the inspection and maintenance along with an updated  
9 grid diagram of each floor showing tested strengths in each grid square and each critical area shall  
10 be added to the documentation maintained on the premises in accordance with Section 510.5.3.

11 **510.6.1.1 Alternative In-building coverage test.** When the comprehensive test documentation required  
12 by Section 510.5.3 is available, or the most recent full five-year test results are available if the system is  
13 older than six years, the in-building coverage test required by the fire code official in Section 510.6.1(1),  
14 may be conducted as follows:

15 1. Functional talk-back testing shall be conducted using two calibrated portable radios of the latest  
16 brand and model used by the agency's radio communications system or other equipment approved  
17 by the fire code official. Testing shall use Digital Audible Quality (DAQ) metrics, where a passing  
18 result is a DAQ of 3 or higher. Communications between handsets in the following locations shall  
19 be tested: between the fire command center or fire alarm control panel and a location outside the  
20 building; between the fire alarm control panel and each landing in each stairwell.

21 2. Coverage testing of signal strength shall be conducted using a calibrated spectrum analyzer for:

22 (a) Three grid areas per floor. The three grid areas to be tested on each floor are the three grid areas  
23 with poorest performance in the acceptance test or the most recent annual test, whichever is more  
24 recent; and

25 (b) Each of the critical areas identified in acceptance test documentation required by Section  
26 510.5.3, or as modified by the fire code official, and

27 (c) One grid square per serving antenna.

28 3. The test area boundaries shall not deviate from the areas established at the time of the acceptance  
29 test, or as modified by the fire code official. The building shall be considered to have acceptable  
30 emergency responder radio coverage when the required signal strength requirements in 510.4.1.1  
31 and 510.4.1.2 are located in 95 percent of all areas on each floor of the building and 99 percent in  
32 Critical Areas, and any non-functional serving antenna are repaired to function within normal  
33 ranges. If the documentation of the acceptance test or most recent previous annual test results are  
34 not available or acceptable to the fire code official, the radio coverage verification testing described  
35 in 510.5.3 shall be conducted.

### 36 **Point of Information**

37 The alternative in-building coverage test provides an alternative testing protocol for the in-building  
38 coverage test in subsection (1) of section 510.6.1. There is no change or alternative to annual

1 testing requirements enumerated in subsections (2) – (7) of Section 510.6.1, which must be  
2 performed at the time of each annual test.

3 **510.6.2 Additional frequencies.** The building owner shall modify or expand the emergency responder  
4 radio coverage system at his or her expense in the event frequency changes are required by the FCC or  
5 other radio licensing authority, or additional frequencies are made available by the FCC or other radio  
6 licensing authority, public safety radio system operator or FCC license holder. Prior approval of a public  
7 safety radio coverage system on previous frequencies does not exempt this section.

8 **510.6.3 Nonpublic safety system.** Where other nonpublic safety amplification systems installed in  
9 buildings reduce the performance or cause interference with the emergency responder communications  
10 coverage system, the nonpublic safety amplification system shall be corrected or removed.

11 **510.6.4 Field testing.** Agency personnel shall have the right to enter onto the property at any reasonable  
12 time to conduct field testing to verify the required level of radio coverage or to disable a system that due  
13 to malfunction or poor maintenance has the potential to impact the emergency responder radio system in  
14 the region.

15 ~~AADD.~~ A new section Section 511 is added to read as follows:

16 **511 Automatic External Defibrillators**

17 ~~BB.~~ A new subsection 511.1 is added to read as follows:

18 **511.1 Where required.** Automatic External Defibrillators (AED) shall be installed on Port properties in  
19 accordance with 511.1.1 through 511.1.3.

20 **511.1.1 Terminals.** AEDs shall be located in all public circulation spaces and holdrooms with a  
21 maximum travel distance of 150 feet.

22 **511.1.2 Accessory Terminal Spaces.** A minimum of (1) AED shall be located in each airline lounge,  
23 club, or tenant breakroom designed to serve more than 50 occupants.

24 **511.1.3 Other Buildings on Port property.** A minimum of (1) AED shall be located in an obvious  
25 location such as an elevator lobby/entrance.

26 **13.150.070 Amendments to the International Fire Code—Chapter 6, Building Services and**  
27 **Systems.**

28 ~~The following local amendments to Chapter 6 of the International Fire Code, entitled “Building Services~~  
29 ~~and Systems,” are hereby adopted and incorporated into the International Fire Code:~~

30 ~~A.~~ Subsection ~~606.6~~ is amended to read as follows:

31 ~~**606.6 Testing of equipment.** Refrigeration equipment and systems having a refrigerant circuit more than~~  
32 ~~220 pounds of Group A1 or 30 pounds of any other group refrigerant shall be subject to periodic testing in~~  
33 ~~accordance with Section 606.6.1. A written record of the required testing shall be maintained on the~~  
34 ~~premises for a minimum of three years; a copy shall be submitted in a form or manner determined by the~~  
35 ~~fire code official within 30 calendar days of the testing; and a label or tag shall be affixed to the individual~~  
36 ~~system identifying the date of the testing. Tests of emergency devices or systems required by this chapter~~  
37 ~~shall be conducted by persons trained and qualified in refrigeration systems.~~

38 ~~BA.~~ Subsection ~~607.2~~606.2 is amended to add the following two (2) subsections to read as follows:

39 ~~607~~606.2.2 **Permit Required.** Permits shall be required as set forth in Section 105.~~65~~.

1 ~~607606.2.3~~ **Approved drawing.** The stamped and approved cook line drawing shall be displayed  
2 adjacent to the suppression system pull station prior to the final inspection.

3 ~~C. Subsection 607.3.3.3 is amended to read as follows:~~

4 ~~**607.3.3.3 Records.** Records for inspections shall state the individual and company performing the  
5 inspection, a description of the inspection and when the inspection took place. Records for cleanings shall  
6 state the individual and company performing the cleaning and when the cleaning took place. Such records  
7 shall be completed after each inspection or cleaning, maintained on the premises for a minimum of three  
8 years; a copy shall be submitted in a form or manner determined by the fire code official within 30 days  
9 of the inspection or cleaning.~~

10 **13.150.080 Amendments to ~~the International Fire Code~~—Chapter 7, Fire and Smoke Prevention**  
11 **Features.**

12 ~~The following local amendments to Chapter 7 of the International Fire Code, entitled “Fire and Smoke~~  
13 ~~Prevention Features,” are hereby adopted and incorporated into the International Fire Code:~~

14 A. Subsection 705.2.3 is amended to read as follows:

15 **705.2.3. Hold-open devices and closers.** Hold-open devices and automatic door closures, where  
16 provided, shall be maintained. During the period that such device is out of service for repairs, the door it  
17 operates shall remain in the closed position.

18 The fire code official is authorized to require the installation of hold-open devices of existing door  
19 installations where there has been documented use of door closure impairment devices.

20 ~~B. Subsection 705.2.6 is amended to read as follows:~~

21 ~~**705.2.6 Testing.** Horizontal, vertical sliding and rolling fire doors shall be inspected and tested annually  
22 to confirm proper operation and full closure. A written record shall be maintained on the premises for a  
23 minimum of three years; a copy shall be submitted in a form or manner determined by the fire code  
24 official within 30 calendar days of the inspection or test; and a label or tag shall be affixed to the  
25 individual assembly identifying the date of scheduled confidence test.~~

26 **13.150.090 Amendments to ~~the International Fire Code~~—Chapter 9, Fire Protection Systems.**

27 ~~The following local amendments to Chapter 9 of the International Fire Code, entitled “Fire Protection~~  
28 ~~Systems,” are hereby adopted and incorporated into the International Fire Code:~~

29 A. Subsection 901.6.3 is amended to read as follows:

30 ~~**901.6.3 Records.** Records of all system inspections, tests and maintenance required by the referenced  
31 standards shall be maintained on the premises for three years; a copy shall be submitted in a form or  
32 manner determined by the fire code official within 30 calendar days of each test, inspection, or  
33 maintenance of the system; and a label or tag shall be affixed to the individual system identifying the date  
34 of the scheduled confidence test.~~

35 A. Subsection 901.7.7 is added to read as follows:

36 901.7.7. Fire watch for impaired fire protection systems. In the event of the emergency responder  
37 communication system, fire alarm system, fire sprinkler system or any other required fire protection  
38 system; or an excessive number of preventable alarm activations, the fire code official is authorized to  
39 require the building owner or occupant to provide approved standby personnel until the system is  
40 restored, repaired, or replaced.

41 B. Subsection 901.11 is added to read as follows:

1 **901.11 Emergency contacts.** It shall be the responsibility of the owner of a/any monitored fire protection  
2 system to provide and maintain a minimum of three emergency contacts that are capable of responding to  
3 the system location with their monitoring company.

4 C. The following term is added to subsection 902.1:

5 **PROBLEMATIC FIRE PROTECTION SYSTEM.**

6 D. Subsection 903.2 ~~of the International Fire Code~~ is amended to read as follows:

7 **903.2 Where required.** An automatic sprinkler system shall be provided for when one of the following  
8 conditions exist:

9 1. In all buildings without adequate fire flow as required by this code.

10 **Exception:** Miscellaneous Group U Occupancies.

11 2. All new buildings and structures regulated by the International Building Code ~~6,000 square feet and~~  
12 ~~greater and~~ requiring 2,000 gallons per minute or more fire flow, or with a gross floor area of 10,000 or  
13 more square feet, or where this code provides a more restrictive floor/fire area requirement, and shall be  
14 provided in all locations or where described by this code.

15 **Exception:** Spaces or areas in telecommunications buildings used exclusively for telecommunications  
16 equipment, associated electrical power distribution equipment, batteries, and standby engines, provided  
17 those spaces or areas are equipped throughout with an automatic smoke detection system in accordance  
18 with Section 907.2 and are separated from the remainder of the building by not less than 1 hour fire  
19 barriers constructed in accordance with Section 707 of the International Building Code or not less than 2  
20 hour horizontal assemblies constructed in accordance with Section 712 of the International Building  
21 Code, or both.

22 3. Where this code requires the installation of an automatic sprinkler system to protect an occupancy  
23 within an otherwise non-sprinklered building, then automatic sprinkler protection will be required  
24 throughout the entire building.

25 4. When the required fire apparatus access roadway grade is 12 percent or greater.

26 E. ~~A new s~~Subsection 903.2.9.3-5 is added to read as follows:

27 **903.2.9.3-5 Speculative use warehouses.** Where the occupant, tenant, or use of the building or storage  
28 commodity has not been determined or it is otherwise a speculative use warehouse or building, the  
29 automatic sprinkler system shall be designed to protect not less than Class IV non-encapsulated  
30 commodities on wood pallets, with no solid, slatted, or wire mesh shelving, and with aisles that are 8 feet  
31 or more in width and up to 20 feet in height.

32 F. Subsection 903.3 is amended as follows:

33 **903.3. Installation Requirements.** Automatic sprinkler systems shall be designed and installed in  
34 accordance with Sections 903.3.1 through 903.3.9.

35 ~~FG. A new s~~Subsection 903.3.9 is added to read as follows:

36 **903.3.9. Check valve.** All automatic sprinkler system risers shall be equipped with a check valve.

37 ~~G-H-A new s~~ Subsection 903.7 is added to read as follows:

1 **903.7 Riser Room Access.** All risers shall be located in a dedicated room with an exterior door, interior  
2 lighting and heat.

3 ~~H.~~ Subsection 907.1.3 is amended to read as follows:

4 **907.1.3 Equipment.** Systems and their components shall be listed and approved for the purpose for  
5 which they are installed. All new alarm systems shall be addressable. Each device shall have its own  
6 address and shall annunciate individual addresses at a UL Central Station.

7 ~~I.~~ Subsection 907.6.3 is amended to read as follows:

8 **907.6.3 Initiating device identification.** The fire alarm system shall identify the specific initiating device  
9 address, location, device type, floor level where applicable and status including indication of normal,  
10 alarm, trouble and supervisory status, as appropriate.

11 **Exception:** Special initiating devices that do not support individual device identification.

12 ~~J. Subsection 907.8.5.1 is amended to read as follows:~~

13 ~~**907.8.5.1. Records.** Records of all system inspections, tests and maintenance required by the referenced  
14 standards shall be maintained on the premises for three years; a copy shall be submitted in a form or  
15 manner determined by the fire code official within 30 calendar days of each test, inspection, or  
16 maintenance of the system; and a label or tag shall be affixed to the individual system identifying the date  
17 of the scheduled confidence test.~~

18 K. ~~A new s~~Subsection 907.12 is added to read as follows:

19 **907.12. Latched alarms.** All signals shall be automatically “latched” at the alarm panel until their  
20 operated devices are returned to normal condition, and the alarm panel is manually reset.

21 L. ~~A new s~~Subsection 907.13 is added to read as follows:

22 **907.13 Resetting.** All fire alarm panels shall be reset only by an approved person.

23 **907.13.1. Reset Code.** The reset code for the fire alarm panel or keypad shall be 3-7-1-2-3-4. The reset  
24 code shall not be changed without approval of the fire code official.

25 M. ~~A new s~~Subsection 907.14 is added to read as follows:

26 **907.14 Fire Alarm Control Panel**~~alarm control unit location~~. All fire alarm control ~~panels-units~~ shall  
27 be located in the riser room designed and installed in accordance with Section 903.7 or an approved  
28 location.

29 ~~N. Subsection 909.20.2 is amended to read as follows:~~

30 ~~**909.20.2 Written record.** The records shall include the date of the maintenance, identification of the  
31 servicing personnel and notification of any unsatisfactory condition and the corrective action taken,  
32 including parts replacement. The written record of smoke control system testing and maintenance shall be  
33 maintained on the premises for three years; a copy shall be submitted in a form or manner determined by  
34 the fire code official within 30 days of each test or maintenance of the system; and a label or tag shall be  
35 affixed to the individual system identifying the date of the scheduled testing.~~

36 ~~O.~~ Subsection 912.5 is amended to read as follows:



1 **912.5 Signs.** Fire department connections shall be clearly identified in an approved manner.

2 All fire department connections shall have an approved sign attached below the Siamese clapper. The sign  
3 shall specify the type of water-based fire protection system, the structure, and the building areas served.

4 **13.150.100 Amendments to the International Fire Code—Chapter 11, Fire Safety Requirements for**  
5 **Existing Buildings.**

6 ~~The following local amendments to Chapter 11 of the International Fire Code, entitled “Fire Safety-~~  
7 ~~Requirements for Existing Buildings,” are hereby adopted and incorporated into the International Fire-~~  
8 ~~Code:~~

9 A. ~~A new s~~Subsection 1103.5.6 is added to read as follows:

10 **1103.5.6 Substantial Alterations.** The provisions of this chapter shall apply to substantial alterations to  
11 existing buildings regardless of use when a substantial alteration occurs in a structure equaling 10,000 or  
12 greater square feet. For the purpose of this section, a substantial alteration shall be defined as an alteration  
13 that costs 50% or more of the current assessed value of the structure and impacts more than 50% of the  
14 gross floor area.

15 B. Subsection 1103.7 is amended as follows:

16 **1103.7 Fire alarm systems.** An approved fire alarm system shall be installed in existing buildings and  
17 structures in accordance with Sections 1103.7.1 through 1103.7.7 and provide occupant notification in  
18 accordance with Section 907.5 unless other requirements are provided by other sections of this code.

19 ~~BC.~~ A new sSubsection 1103.7.7 is added to read as follows:

20 **1103.7.7 Fire alarm control unit replacement.** If an existing fire alarm control unit is replaced with  
21 identical equipment that has the same part number, it shall be considered maintenance.

22 **13.150.110 Amendments to the International Fire Code – Chapter 80, Reference Standards.**

23 The following local amendments to Chapter 80 of the International Fire Code, entitled “Reference  
24 Standards,” are hereby adopted and incorporated into the International Fire Code:

25 A. Section NFPA of the International Fire Code is amended by modifying the standard reference number  
26 dates of publication as follows:

- 12-~~1822~~ Carbon Dioxide Extinguishing Systems
- 12A-~~1822~~ Halon 1301 Fire Extinguishing Systems
- 13-~~1922~~ Installation of Sprinkler Systems
- 13D-~~1922~~ Installation of Sprinkler Systems in One- and  
Two-family Dwellings and Manufactured Homes
- 13R-~~1922~~ Installation of Sprinkler Systems in Residential  
Occupancies up to and Including Four Stories in  
Height
- 14-~~1922~~ Installation of Standpipe and Hose Systems
- 20-~~1922~~ Installation of Stationary Pumps for Fire  
Protection
- 24-~~1922~~ Installation of Private Fire Service Mains and  
Their Appurtenances



- 72-~~1922~~ National Fire Alarm and Signaling Code
- 110-~~1922~~ Emergency and Standby Power Systems
- 111-~~1922~~ Stored Electrical Energy Emergency and Standby Power Systems
- 400-~~1922~~ Hazardous Materials Code
- 407-~~1722~~ Aircraft Fuel Servicing
- 409-~~1622~~ Aircraft Hangars
- 410-20 Aircraft Maintenance
- 415-~~1622~~ Airport Terminal Buildings, Fueling Ramp Drainage, and Loading Walkways
- ~~720-15 Installation of Carbon Monoxide (CO) Detection and Warning Equipment~~
- 750-~~1923~~ Water Mist Fire Protection Systems
- 2001- Clean Agent Fire Extinguishing Systems  
~~1822~~
- ~~1221-19 Installation, Maintenance, and Use of Emergency Services Communications Systems~~

1  
2

B. Chapter 80 – Reference Standards is amended by adding a new heading and publications as follows:

Other

- 2018 Port of Seattle – City of SeaTac Interlocal Agreement
- 2020 Rules for Airport Construction

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**13.150.120 Amendments to ~~the International Fire Code~~—Appendix B, Fire-Flow Requirements for Buildings.**

~~The following local amendments to Appendix B to the International Fire Code, entitled “Fire-Flow Requirements for Buildings,” are hereby adopted and incorporated into the International Fire Code:~~

8

A. Subsection B103.1 is amended to read as follows:

9  
10  
11

**B103.1 Increases.** The fire chief is authorized to increase the fire flow requirements where exposures could be impacted by fire. An increase shall not be more than twice that required for the building under consideration.

12

**Exception:** For one- and two-family residences when either of the following conditions apply.

13  
14  
15

1. 1-hour fire resistant rated exterior walls tested in accordance with ASTM E 119 or UL 263 with exposure on the exterior side and projections with 1-hour underside protection, fire blocking installed from the wall top plate to the underside of the roof sheathing and no gable vent openings.

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2. Walls with a distance greater than 10' to the nearest exposure or face an unbuildable lot, tract or buffer. The distance shall be measured at right angles from the face of the wall.

1 **B103.1.1 One- and two-family dwellings.** The fire chief is authorized to increase the fire flow  
2 requirements by 500 gallons per minute for homes less than 10 feet apart measured from the face of the  
3 foundation.

4 B. Subsection B105.1 is amended to read as follows:

5 **B105.1 One- and two-family dwellings.** Fire-flow requirements for one- and two-family dwellings shall  
6 be in accordance with Sections B105.1.1 through B105.1.3~~2~~.

7 **B105.1.1 Buildings ~~not exceeding less than~~ 3,600 square feet.** The minimum fire-flow and flow duration  
8 requirements shall be 1,000 gallons per minute for 1 hour.

9 **Exception:** A reduction in required fire-flow of 50 percent, as approved, is allowed when the building  
10 is equipped with an approved automatic sprinkler system.

11 ~~**B105.1.2 Buildings greater than 3,600 square feet and less than 4,800 square feet.** The minimum fire-  
12 flow and flow duration requirements shall be 1,500 gallons per minute for 2 hours.~~

13 ~~**Exception:** A reduction in required fire-flow of 50 percent, as approved, is allowed when the building  
14 is equipped with an approved automatic sprinkler system.~~

15 **B105.1.3~~2~~ Buildings 4,800~~3,600~~ square feet and greater.** The minimum fire-flow and flow duration  
16 requirements shall not be less than that specified in Table B105.1(2).

17 **Exception:** A reduction of fire-flow and flow duration to 1,000 gallons per minute for 1 hour, as  
18 approved, is allowed when the building is equipped with the following:

19 1. An approved automatic sprinkler system.

20 **B105.2 Buildings other than one- and two-family dwellings.** The minimum fire-flow and flow duration  
21 for buildings other than one- and two-family dwellings shall be as specified in Table B105.1(2).

22 **Exception:** A reduction in required fire-flow of 50 percent, as approved, is allowed when the building  
23 is provided with an approved automatic sprinkler system. The resulting fire-flow shall not be less than  
24 1,500 gallons per minute for the prescribed duration as specified in Table B105.1(2).

25 **B105.2.1 Tents and Membrane structures.** No fire flow is required for tents and membrane structures.

26 **B105.2.2 Accessory residential Group U buildings.** Accessory residential Group U buildings shall  
27 comply with the requirements of B105.1.

28 C. Section B105 is amended by deleting the following:

29 **Table B105.1(1) Required Fire-Flow for One- and Two-family Dwellings, Group R-3 and R-4 Buildings**  
30 **and Townhouses**

31 **Table B105.2 Required Fire-Flow for Other than One- and Two-family Dwellings, Group R-3 and R-4**  
32 **Buildings and Townhouses**

33 D. Subsection B105.4 is added to read as follows:

34 **B105.4. Alternative Fire Flow Mitigation.** For development projects, where it has been determined not  
35 feasible to extend the water main by the local water purveyor, the following alternative fire flow  
36 mitigations are approved for use in accordance with Sections B105.4.1 through B105.4.2

1 **B105.4.1. One- and two-family dwellings.** Fire flow will not be required for one- and two-family  
2 dwellings if all of the following mitigations are met;

- 3 1. The fire-flow calculation area is less than 3600 square feet
- 4 2. The construction type of the dwelling is Type VA
- 5 3. The dwelling is equipped with an automatic fire sprinkler system installed in accordance with Section  
6 903.3.1.3 with a water supply of no less than 30 minutes
- 7 4. The dwelling has a fire separation distance of no less than 150 feet on all sides

8 **B105.4.2. Buildings other than one- and two-family dwellings.** Fire flow will not be required for  
9 buildings other than one- and two-family dwellings if all of the following mitigations are met;

- 10 1. The fire-flow calculation area is less than 3600 square feet
- 11 2. The construction type of the building is not Type VB
- 12 3. The buildings is equipped with an automatic fire sprinkler system installed in accordance with  
13 Section 903.3.1.1 with a water supply of no less than 30 minutes
- 14 4. The buildings has a fire separation distance of no less than 150 feet on all sides

15 ...

16

1 **Chapter 13.160**

2 **MECHANICAL CODE**

3 Sections:

4 13.160.010 International Mechanical Code.

5 ~~13.160.020 Copy on file.~~

6  
7 **13.160.010 International Mechanical Code.**

8 The most current edition of the International Mechanical Code as amended by the Washington State  
9 Building Code Council and published in Chapter 51-52 WAC is hereby adopted by reference, as now or  
10 hereafter amended.~~The 2018 Edition of the International Mechanical Code, as published by the~~  
11 ~~International Code Council, as amended by the Washington State Building Code Council and as~~  
12 ~~published in Chapter 51-52 WAC, as now or hereafter amended, is adopted.~~

13 ~~**13.160.020 Copy on file.**~~

14 ~~At least one (1) copy of the adopted editions of the International Mechanical Code shall be on file in the~~  
15 ~~office of the Building Official on behalf of the City Clerk.~~

1 **Chapter 13.170**

2 **PLUMBING CODE**

3 Sections:

4 13.170.010 Uniform Plumbing Code.

5 ~~13.170.020 — Copy on file.~~

6  
7 **13.170.010 Uniform Plumbing Code.**

8 ~~The most current edition of the Uniform Plumbing Code as amended by the Washington State Building~~  
9 ~~Code Council and published in Chapter 51-56 WAC is hereby adopted by reference, as now or hereafter~~  
10 ~~amended with the following exceptions: The 2018 Edition of the Uniform Plumbing Code, as published by~~  
11 ~~the International Association of Plumbing and Mechanical Officials, as amended by the Washington State~~  
12 ~~Building Code Council and as published in Chapter 51-56 WAC, as now or hereafter amended, is~~  
13 ~~adopted.~~

14 Exception:

15 A. ~~The most current edition of The 2018~~ International Plumbing Code, as published by the International  
16 Code Council, may be used as an approved alternate to the Uniform Plumbing Code per SMC 13.100.040  
17 as an alternate material, design and method of construction.

18 B. When ~~an the~~ approved alternate plumbing code is utilized, the entire plumbing installation shall be  
19 installed and governed under provisions of the alternate code and the permit documents shall clearly state  
20 which code ~~will be is~~ used.

21 ~~...13.170.020 — Copy on file.~~

22  
23 **Chapter 13.190**

24 **CLEARING AND GRADING CODE**

25 Sections:

26 13.190.010 Purpose.

27 13.190.020 Definitions.

28 ~~13.190.030 — Administration.~~

29 ~~13.190.040 — 030~~ Hazards.

30 ~~13.190.050 — 040~~ Clearing and grading permit required – Exceptions.

31 ~~13.190.055 — 045~~ Permit exception criteria.

32 ~~13.190.060 — 050~~ Temporary permits.

33 ~~13.190.070 — 060~~ Applications – Complete applications.

34 ~~13.190.080 — 070~~ Permit requirements.

35 ~~13.190.090 — 080~~ Liability insurance required – Exception.

36 ~~13.190.100 — 090~~ Operating conditions and standards of performance.

37 ~~13.190.110 — 100~~ Land restoration.

38 ~~13.190.120 — 110~~ Shorelines.

- 1 13.190.~~130~~—120 Enforcement.
- 2 13.190.~~140~~—130 Forest practices.
- 3 13.190.~~150~~—140 Clearing standards.
- 4 13.190.~~160~~—150 Financial guarantees authorized.

5  
6 A. This chapter is intended to regulate clearing and removal of vegetation, excavation, grading and  
7 earthwork construction including cuts and fills, gravel pits, dumping, quarrying and mining operations  
8 within City of SeaTac in order to protect public health, safety and welfare by:

- 9 1. Minimizing adverse storm water impacts generated by the removal of vegetation and alteration
- 10 of landforms;
- 11 2. Protecting water quality from the adverse impacts associated with erosion and sedimentation;
- 12 3. Minimizing aquatic and terrestrial wildlife habitat loss caused by the removal of vegetation;
- 13 4. Protecting sensitive areas from adverse clearing and grading activities;
- 14 5. Facilitating and encouraging long-term forest practice and agricultural production operations
- 15 where appropriate;
- 16 6. Minimizing the adverse impacts associated with quarrying and mining operations;
- 17 7. Preventing damage to property and harm to persons caused by excavations and fills;
- 18 8. Establishing administrative procedures for the issuance of permits, approval of plans, and
- 19 inspection of clearing and grading operations; and
- 20 9. Providing penalties for the violation of this chapter.

21  
22 ~~B. This chapter establishes the administrative procedure for issuance of permits, provides for approval of~~  
23 ~~plans and inspection of clearing and grading operations, and provides for penalties for the violation of this~~  
24 ~~chapter.~~

25 ~~C~~B. Conflicts. In case of a conflict between these provisions and those relating to clearing and grading  
26 found in any of the other technical codes adopted by this title, these provisions shall apply.

27 13.190.020 Definitions.

28 The definitions in this section apply throughout this chapter, unless otherwise clearly indicated by their  
29 context, and mean as follows:

30 A. “Applicant” means a property owner or a public agency or a public or a private utility which owns a  
31 right-of-way or other easement or has been adjudicated the right to such an easement pursuant to  
32 RCW [8.12.090](#), or any person or entity designated or named in writing by the property or easement owner  
33 to be the applicant, in an application for a development proposal, permit or approval.

34 B. “Bench” means a relatively level step excavated or constructed on the face of a graded slope surface  
35 for drainage and maintenance purposes.

36 C. “Berm” means a mound or raised area used for the purpose of screening a site or operation.

37 D. “Best management practice (BMP)” means any schedule of activities, prohibition of practices,  
38 maintenance procedure, or structural and/or managerial practice that, when used singly or in combination,  
39 prevents or reduces the release of pollutants and other adverse impacts to surface water, stormwater and  
40 groundwater, while minimizing the potential for flooding, soil creep, and soil instability.

- 1 E. “Civil engineer” means an engineer who is licensed as a professional engineer in the branch of civil  
2 engineering by the State of Washington.
- 3 F. “Clearing” means the cutting or removal of vegetation or other organic plant material by physical,  
4 mechanical, chemical or any other means.
- 5 G. “Clearing and grading permit” means the permit required by this chapter for clearing and grading  
6 activities, including temporary permits.
- 7 H. “Compaction” means the densification of a fill by mechanical means.
- 8 I. “Cutting” means the severing of the main trunk or stems from close to or at the soil surface or at a point  
9 up to twenty-five percent (25%) of the total vegetation height.
- 10 J. “Director” means the Director of the Community and Economic Development Department ~~or the~~  
11 ~~authorized agent of the City of SeaTac Public Works Department~~ or designee.
- 12 K. “Duff” means decaying vegetation matter covering the ground under trees, or organic soils.
- 13 L. “Earth material” means any rock, natural soil or any combination thereof.
- 14 M. “Erosion” means the wearing away of the ground surface as the result of the movement of wind, water  
15 and/or ice.
- 16 N. “Excavation” means the removal of earth material.
- 17 O. “Erosion and sediment control (ESC)” means any temporary or permanent measures taken to reduce  
18 erosion, control siltation and sedimentation, and ensure that sediment-laden water does not leave the site,  
19 adversely impact LID BMPs, or enter into wetlands or aquatic areas.
- 20 P. “Fill” means a deposit of earth material placed by mechanical means.
- 21 Q. “Geotechnical engineer” means a person licensed by the State of Washington as a professional civil  
22 engineer who has expertise in geotechnical engineering.
- 23 R. “Grade” means the elevation of the ground surface.
- 24 1. “Existing grade” means the grade prior to grading.
- 25 2. “Rough grade” means the stage at which the grade approximately conforms to the approved plan as  
26 required in SMC 13.190.08013.190.070.
- 27 3. “Finish grade” means the final grade of the site which conforms to the approved plan as required in  
28 SMC 13.190.08013.190.070.
- 29 S. “Grading” means any excavating, filling, removing of the duff layer, or combination thereof.
- 30 T. “Low impact development (LID)” means a stormwater and/or land use management strategy that  
31 strives to mimic natural hydrologic processes of infiltration, filtration, storage, evaporation and  
32 transpiration by emphasizing conservation, use of on-site natural features, site planning, and distributed  
33 stormwater management practices that are integrated into a project design, while also minimizing the  
34 potential for off-site flooding and soil instability.
- 35 U. “Low impact development (LID) best management practices (BMP)” means distributed stormwater  
36 management practices, integrated into a project design, that emphasize natural hydrologic processes of



1 infiltration, filtration, storage, evaporation and transpiration, while protecting against off-site flooding and  
2 soil instability. LID BMPs include, but are not limited to, bioretention, permeable pavement, cast in place  
3 pavers, limited infiltration systems, roof downspout controls, dispersion, soil amendments, and minimal  
4 excavation foundations.

5 V. “Native vegetated surface” means a surface in which the soil conditions, ground cover, and species of  
6 vegetation are like or similar to those of the original native condition for the site.

7 W. “Reclamation” means the final grading and land restoration of a site.

8 X. “Shorelines” means those lands defined as shorelines in the State Shorelines Management Act of 1971.

9 Y. “Site” means any lot or parcel of land or contiguous combination thereof where projects covered by  
10 this chapter are performed or permitted where a public street or way may intervene.

11 Z. “Slope” means an inclined ground surface, the inclination of which is expressed as a ratio of vertical  
12 distance to horizontal distance.

13 AA. “Stormwater facilities” means drainage facilities or features used to meet water quality treatment  
14 and/or flow control requirements by utilizing processes such as infiltration, dispersion, storage,  
15 conveyance, evaporation, and transpiration.

16 BB. “Structure” means that which is built or constructed, an edifice or building of any kind, or any piece  
17 of work artificially built up or composed of parts joined together in some definite manner.

18 CC. “Surface Water Design Manual” means the King County Surface Water Design Manual  
19 (KCSWDM), as amended by the City of SeaTac Addendum to the KCSWDM adopted in  
20 SMC [12.10.010](#).

21 DD. “Terrace” means a relatively level step excavated or constructed on the face of a graded slope surface  
22 for drainage and maintenance purposes.

23 EE. “Tree” means a large woody perennial plant usually with a single main stem or trunk and generally  
24 over twelve (12) feet tall at maturity.

25 FF. “Understory” means the vegetation layer of a forest that includes shrubs, herbs, grasses, and grasslike  
26 plants, but excludes native trees.

27 GG. “Vegetated LID BMPs” means LID BMPs that utilize landscaping.

28 HH. “Vegetation” means any and all organic plant life growing at, below, or above the soil surface.

29 ~~13.190.030 Administration.~~

30 ~~The Director is authorized to enforce the provisions of this chapter.~~

31 ~~A. Inspections. The Director is authorized to make such inspections and take such actions as may be~~  
32 ~~required to enforce the provisions of this chapter.~~

33 ~~B. Right of Entry. Whenever necessary to make an inspection to enforce any of the provisions of this~~  
34 ~~chapter, or whenever the Director has reasonable cause to believe that any land, building, structure,~~  
35 ~~premises, or portion thereof is being used in violation of this chapter, the Director may enter such land,~~  
36 ~~building, structure, premises, or portion thereof at all reasonable times to inspect the same or perform any~~  
37 ~~duty imposed upon the Director by this chapter; provided, that if such building, land, structure, premises~~

~~or portion thereof is occupied, he shall first present proper credentials and demand entry; and if such land, building, structure, premises, or portion thereof be unoccupied, he shall first make a reasonable effort to locate the owner or other persons having charge or control of the land, building, structure, premises, or portion thereof and demand entry.~~

~~No owner or occupant or any other person having charge, care or control of any building, land, structure, premises, or portion thereof shall fail or neglect, after proper demand, to promptly permit entry thereon by the Director for the purpose of inspection and examination pursuant to this chapter. Any person violating this subsection is guilty of a misdemeanor.~~

13.190.~~040-030~~ Hazards.

Whenever the Director determines that an existing site, as a result of clearing or grading, excavation, embankment, or fill, has become a hazard to life and limb, or endangers property, or adversely affects the safety, use or stability of a public way or drainage channel, the owner of the property upon which the clearing, grading, excavation or fill is located or other person or agent in control of said property, upon receipt of notice in writing from the Director, shall within the period specified therein restore the site affected by such clearing or grading or repair or eliminate such excavation or embankment or fill so as to eliminate the hazard and be in conformance with the requirements of this chapter

13.190.~~050-040~~ Clearing and grading permit required – Exceptions.

No person shall do any clearing or grading without first having obtained a clearing and grading permit from the Director, unless it meets one (1) of the exception criteria identified in SMC ~~13.190.055-13.190.045~~ and meets all of the conditions identified below:

- A. The project includes less than seven thousand (7,000) square feet of land disturbing activity; and
- B. The performance and restoration requirements of this chapter are met and best management practices are utilized to protect water quality; and
- C. The activity does not occur in a sensitive area or its buffer regulated under SMC Title [15](#).

13.190.~~055-045~~ Permit exception criteria.

- A. An on-site excavation or fill for basements and footings of a building, retaining wall, or other structure authorized by a valid building permit. This shall not exempt any fill made with the material from such excavation, nor exempt any excavation having an unsupported height greater than four (4) feet after the completion of such structure;
- B. The depositing or covering of any garbage, rubbish or other material at any solid waste facility operated by City of SeaTac or King County;
- C. Maintenance of existing driveways or private access roads within their existing road prisms;
- D. Any grading within a publicly owned road right-of-way;
- E. Clearing or grading by a public agency for the following routine maintenance activities:
  - 1. Roadside ditch cleaning, provided the ditch does not contain salmonids;
  - 2. Pavement maintenance;

- 1 3. Normal grading of gravel shoulders;
- 2 4. Maintenance of culverts;
- 3 5. Maintenance of flood control or other approved surface water management facilities;
- 4 6. Routine clearing within road right-of-way;
- 5 F. Maintenance or reconstruction of the facilities of a common carrier by a rail in interstate commerce
- 6 within its existing right-of-way; provided restoration is consistent with SMC ~~13.190.110~~13.190.100;
- 7 G. Excavation less than four (4) feet in vertical depth not involving more than fifty (50) cubic yards of
- 8 earth or other material on a single site. This exception does not apply within an area placed into tracts or
- 9 easements for a wildlife habitat corridor pursuant to SMC Title 15 unless the proposed activity is
- 10 otherwise exempt under SMC Title 15;
- 11 H. Fill less than three (3) feet in vertical depth not involving more than fifty (50) cubic yards of earth or
- 12 other material per SMC ~~13.190.110~~13.190.100 on a single site. This exception does not apply within an
- 13 area placed into tracts or easements for a wildlife habitat corridor pursuant to SMC Title 15 unless the
- 14 proposed activity is otherwise exempt under SMC Title 15. This exception does not apply to the placing
- 15 of fill in fifty (50) cubic yard increments over time on a single site; fill shall not be placed on a single site
- 16 in fifty (50) cubic yard increments to avoid the need to obtain a permit;
- 17 I. Minor stream restoration projects for fish habitat enhancement by a public agency, utility or tribe as set
- 18 out in SMC Title 15;
- 19 J. Clearing and grading, performed as Class I, II, III or IV special forest practice in the City of SeaTac,
- 20 that is conducted in accordance with Chapter 76.09 RCW and WAC Title 222;
- 21 K. Within environmentally sensitive areas, as regulated in SMC Title 15, the following activities are
- 22 exempt from the clearing requirements of this chapter and no permit shall be required:
  - 23 1. Normal and routine maintenance of existing lawns and landscaping subject to the limitations on the use
  - 24 of pesticides in sensitive areas as set out in SMC Title 15.
  - 25 2. Permitted agricultural uses; provided the clearing is consistent with the agricultural exemptions in
  - 26 sensitive areas as regulated in SMC Title 15.
  - 27 3. Emergency tree removal to prevent imminent danger or hazard to persons or property.
  - 28 4. Normal and routine horticultural activities associated with commercial orchards, nurseries, or
  - 29 Christmas tree farms in existence on November 27, 1990, subject to the limitations on the use of
  - 30 pesticides in environmentally sensitive areas as set out in SMC Title 15. This does not include clearing or
  - 31 grading in order to develop or expand such activities.
  - 32 5. Normal and routine maintenance of existing public parks trail easements owned by the City of SeaTac
  - 33 or dedicated to and accepted for maintenance by the City of SeaTac, and private and public golf courses.
  - 34 This does not include clearing or grading in order to develop or expand such activities in environmentally
  - 35 sensitive areas. For the purpose of this subsection, a park is defined as any real property managed for
  - 36 public use which has been previously maintained as a park or has been developed as a park pursuant to a
  - 37 properly issued permit.

- 1 6. Removal of noxious weeds from steep slope hazard areas and the buffers of streams and wetlands  
2 subject to the limitations on the use of pesticides in sensitive areas as set out in SMC Title [15](#).
- 3 7. Pruning and limbing of vegetation for maintenance of above ground electrical and telecommunication  
4 facilities; provided, that the clearing is consistent with the electric, natural gas, cable communication and  
5 telephone utility exemption in environmentally sensitive areas as regulated in SMC Title [15](#); that said  
6 utility has a franchise agreement or master use permit with the City of SeaTac; and that said utility obtains  
7 the required right-of-way use permit per Chapter [11.10](#) SMC.
- 8 8. Class II, III and IV special forest practices, provided they occur on parcels that meet all of the  
9 following criteria for long-term forestry:
- 10 a. The parcel is enrolled under the current use taxation program as timber land pursuant to  
11 Chapter [84.34](#) RCW or as forest land pursuant to Chapter [84.33](#) RCW;
- 12 b. A long-term management plan is approved for the parcel by the Washington Department of Natural  
13 Resources;
- 14 c. The parcel equals or exceeds five (5) acres in size;
- 15 L. Clearing within seismic hazard area, except on slopes greater than fifteen percent (15%) and subject to  
16 clearing restrictions contained in SMC Title [15](#), wildlife habitat corridors pursuant to SMC Title [15](#),  
17 critical drainage areas established by administrative rule or property-specific development standards  
18 pursuant to SMC Title [15](#); and provided the site contains no other sensitive area features;
- 19 M. Clearing within coal mine hazard area, subject to clearing restrictions contained in this section,  
20 wildlife habitat corridors pursuant to SMC Title [15](#), critical drainage areas established by administrative  
21 rule or property-specific development standards pursuant to SMC Title [15](#); and provided the site contains  
22 no other environmentally sensitive area features; and
- 23 N. Normal and routine maintenance of trail easements owned by the City of SeaTac or dedicated to and  
24 accepted for maintenance by the City of SeaTac.
- 25 13.190.~~060-050~~ Temporary permits.
- 26 The Director shall have the authority to issue temporary permits for excavations, processing, quarrying  
27 and mining, and removal of sand, gravel, rock and other natural deposits, together with the necessary  
28 buildings, apparatus or appurtenances incident thereto for specific jobs on application for highway, road,  
29 street, airport construction, flood control and other public works projects. In conjunction with such  
30 operations, allied uses such as, but not limited to, rock crushers, concrete-batching plants and asphalt-  
31 batching plants may be authorized by this temporary permit. The Director shall also have the authority to  
32 issue temporary permits for the removal of existing stockpiles of previously mined materials for the  
33 reclamation of land to its best use, consistent with the underlying zoning.
- 34 A. The Director shall consider the effect of the proposed operation on the City road system and any effect  
35 it may have on surface or groundwater drainage and flood control, and shall make such recommendations  
36 as are necessary to protect the public interest in this regard.
- 37 B. The Director shall also consider the effect of the proposed operation on the current and future land use  
38 in the area affected by the proposed operation and shall condition permits as necessary to protect the  
39 public interest in this regard. Temporary permits are good for the life of the contract of the specific job

1 but must be reviewed annually. Each temporary permit site shall be fully restored during the term of the  
2 temporary permit.

3 13.190.~~070-060~~ Applications – Complete applications.

4 A. For the purposes of determining the application of time periods and procedures adopted by this  
5 chapter, applications for permits authorized by this chapter shall be considered complete as of the date of  
6 submittal upon determination by the Director that the materials submitted comply with SMC  
7 Title 16A and contain the following:

8 1. For clearing and grading permits:

9 a. A legal description and boundary sketch of the property;

10 b. A one to two thousand (1:2,000) scale vicinity map with a north arrow;

11 c. Grading plans on a sheet no larger than twenty-four (24) inches by thirty-six (36) inches and including:

12 i. A horizontal scale no smaller than one (1) inch equals thirty (30) feet;

13 ii. Vertical scale;

14 iii. Size and location of existing improvements within fifty (50) feet of the project, indicating which will  
15 remain and which will be removed;

16 iv. Existing and proposed contours at two (2) foot intervals, and extending for one hundred (100) feet  
17 beyond the project edge;

18 v. At least two (2) cross-sections, one (1) in each direction, showing existing and proposed contours and  
19 horizontal and vertical scales;

20 vi. Temporary and permanent erosion-sediment control facilities;

21 vii. Permanent drainage facilities prepared per SMC 12.10.010;

22 viii. Structures to be built or construction proposed in landslide hazard areas; and

23 ix. Proposed construction or placement of a structure.

24 2. A completed environmental checklist, if required by Chapter 15.700 SMC, Environmentally Sensitive  
25 Areas.

26 3. Satisfaction of all requirements for grading permits under SMC ~~13.190.080~~13.190.070.

27 B. Applications found to contain material errors shall not be deemed complete until such material errors  
28 are corrected.

29 C. The Director may waive specific submittal requirements determined to be unnecessary for review of an  
30 application.

31 13.190.~~080-070~~ Permit requirements.

32 A. Except as exempted in SMC ~~13.190.050~~13.190.040, no person shall do any clearing or grading without  
33 first obtaining a clearing and grading permit from the Director. A separate permit shall be required for  
34 each site and may cover both excavations and fills.

1 B. Application. To obtain a permit, the applicant shall first file an application in writing on a form  
2 furnished for that purpose. The Director shall prescribe the form by which application is made. No  
3 application shall be accepted unless it is completed consistent with the requirements of this chapter and  
4 the requirements of SMC Title [16A](#), Development Review Code. In addition to the requirements of SMC  
5 Title [16A](#), every application shall:

- 6 1. Identify and describe the work to be covered by the permit for which application is made;
- 7 2. Describe the land on which the proposed work is to be done, by lot, block, tract and house and street  
8 address, or similar description that will readily identify and definitely locate the proposed site;
- 9 3. Identify and describe those environmentally sensitive areas, as defined in SMC Title [15](#), on or adjacent  
10 to the site;
- 11 4. Indicate the estimated quantities of work involved;
- 12 5. Identify any clearing restrictions contained in SMC ~~13.190.15013.190.140~~, wildlife habitat corridors  
13 pursuant to SMC Title [15](#), critical drainage areas established by administrative rule or property-specific  
14 development standards pursuant to SMC Title [15](#);
- 15 6. Be accompanied by plans and specifications as required in subsections (B) and (C) of this section;
- 16 7. Designate who the applicant is, on a form prescribed by the Department, except that the application  
17 may be accepted and reviewed without meeting this requirement when a public agency or public or  
18 private utility is applying for a permit for property on which the agency or utility does not own an  
19 easement or right-of-way and the following three (3) requirements are met:
  - 20 a. The name of the agency or public or private utility is shown on the application as the applicant;
  - 21 b. The agency or public or private utility includes in the complete application an affidavit declaring that  
22 notice of the pending application has been given to all owners of property to which the application  
23 applies, on a form provided by the Department; and
  - 24 c. The form designating the applicant is submitted to the Department prior to permit issuance; and
- 25 8. Give such other information as may be required by the Director.

26 C. Plans and Specifications. When required by the Director, each application for a grading permit shall be  
27 accompanied by four (4) sets of plans and specifications and other supporting data as may be required.  
28 The plans and specifications shall be prepared and signed by a civil engineer registered to practice in the  
29 State of Washington when required by the Director; provided, the Director may require additional studies  
30 prepared by a qualified geotechnical engineer. If the plans and specifications are returned as a result of  
31 permit denial or any other reason, they shall be returned to the applicant.

32 D. Information on Plans and in Specifications. Plans shall be drawn to an engineer's scale upon  
33 substantial paper or mylar and shall be of sufficient clarity to indicate the nature and extent of the work  
34 proposed and show in detail that they will conform to the provisions of this chapter and all other relevant  
35 laws, rules, regulations and standards. The first sheet of each set of plans shall give the location of the  
36 work and the name and address of the owner and the person by whom they were prepared. The plans shall  
37 include the following minimum information:

- 38 1. General vicinity of the proposed site;



- 1 2. Property limits and accurate contours of existing ground and details of terrain and area drainage;
- 2 3. Limiting dimensions, elevations or finished contours to be achieved by the grading, and proposed
- 3 drainage channels and related construction;
- 4 4. Location of all proposed cleared areas, including areas for soil amendment;
- 5 5. Location of any open space tracts or conservation easements if required pursuant to:
- 6 a. SMC ~~13.190.150~~13.190.140;
- 7 b. SMC Title 15;
- 8 c. Critical drainage area; or
- 9 d. Property-specific development standards pursuant to SMC Title 15;
- 10 6. Calculations of the total proposed area cleared on site as a percentage of the total site area;
- 11 7. Detailed plans of all surface and subsurface drainage devices, walls, cribbing, dams, berms, settling
- 12 ponds and other protective devices to be constructed with or as a part of the proposed work, together with
- 13 the maps showing the drainage area and the estimated runoff of the area served by any drains;
- 14 8. A determination of whether drainage review applies to the project pursuant to
- 15 Chapters 12.05 and 12.30 SMC, and, if applicable, all drainage plans and documentation consistent with
- 16 City of SeaTac Surface Water Design Manual (SMC 12.10.010) requirements;
- 17 9. Location of any buildings or structures on the property where the work is to be performed and the
- 18 location of any buildings or structures on land of adjacent owners which are within fifty (50) feet of the
- 19 property or which may be affected by the proposed grading operations;
- 20 10. Landscape and rehabilitation plan as required by SMC ~~13.190.110~~13.190.100;
- 21 11. Other information as may be required by the Director; and
- 22 12. If the clearing or grading is proposed to take place in or adjacent to a sensitive area as regulated in
- 23 SMC Title 15, provide information as required by that title.
- 24 E. Granting of Permits.
- 25 1. The Director shall determine if the proposed grading will adversely affect the character of the site for
- 26 present lawful uses or with the future development of the site and adjacent properties for building or other
- 27 purposes as indicated by the comprehensive plan, the shoreline master program, and the zoning code.
- 28 2. After an application has been filed and reviewed, the Director shall also ascertain whether such grading
- 29 work complies with the other provisions of this chapter. If the application and plans so comply, or if they
- 30 are corrected or amended so as to comply, the Director may issue to the applicant a grading permit. A
- 31 grading permit shall be valid for the number of days stated in the permit but in no case shall the period be
- 32 more than two (2) years; provided, that when operating conditions have been met, the permit may be
- 33 renewed every two (2) years, or less if a shorter approval and/or renewal period is specified by the
- 34 Director.
- 35 3. No grading permit shall be issued until approved by Federal, State and local agencies having
- 36 jurisdiction by laws or regulations.



1 4. Upon approval of the application and issuance of the grading permit, no work shall be done that is not  
2 provided for in the permit. The Director is authorized to inspect the premises at any reasonable time to  
3 determine if the work is in accordance with the permit application and plans.

4 5. The permits from the Director shall be required regardless of any permits issued by any other  
5 department of City government or any other governmental agency who may be interested in certain  
6 aspects of the proposed work. Where work for which a permit is required by this chapter is started or  
7 proceeded with prior to obtaining the permit, the violator shall be subject to such civil penalties as  
8 provided in Chapter [1.15 SMC](#). However, the payment of such civil penalties shall not relieve any  
9 persons from fully complying with the requirements of this chapter in the execution of the work nor from  
10 any other penalties prescribed thereon.

11 13.190.~~090~~080 Liability insurance required – Exception.

12 The permittee shall maintain a liability policy in an amount not less than five hundred thousand dollars  
13 (\$500,000) per individual, five hundred thousand dollars (\$500,000) per occurrence, and one hundred  
14 thousand dollars (\$100,000) property damage, and shall name City of SeaTac as an additional insured.  
15 Exception: Liability insurance requirements may be waived for projects involving less than ten thousand  
16 (10,000) cubic yards. Liability insurance shall not be required of City of SeaTac departments, divisions,  
17 or bureaus.

18 13.190.~~100~~090 Operating conditions and standards of performance.

19 A. Any activity that will clear, grade or otherwise disturb the site, whether requiring a clearing or grading  
20 permit or not, shall provide erosion and sediment control (ESC) that prevents, to the maximum extent  
21 possible, the transport of sediment from the site to drainage facilities, water resources and adjacent  
22 properties. Erosion and sediment controls shall be applied as specified by the temporary ESC measures  
23 and performance criteria and implementation requirements in the City of SeaTac erosion and sediment  
24 control standards. Activities performed as Class I, II, III or IV special forest practices shall apply erosion  
25 and sediment controls in accordance with Chapter [76.09 RCW](#) and WAC Title [222](#).

26 B. Cuts and fills shall conform to the following provisions unless otherwise approved by the Director:

27 1. Slope. No slope of cut and fill surfaces shall be steeper than is safe for the intended use and shall not  
28 exceed two (2) horizontal to one (1) vertical, unless otherwise approved by the Director.

29 2. Erosion Control. All disturbed areas including faces of cuts and fill slopes shall be prepared and  
30 maintained to control erosion in compliance with subsection (A) of this section.

31 3. Preparation of Ground. The ground surface shall be prepared to receive fill by removing unsuitable  
32 material such as concrete slabs, tree stumps, brush and car bodies.

33 4. Fill Material. Except in an approved sanitary landfill, only earth materials which have no rock or  
34 similar irreducible material with a maximum dimension greater than eighteen (18) inches shall be used.

35 5. Drainage. Provisions shall be made to:

36 a. Prevent any surface water or seepage from damaging the cut face of any excavations or the sloping face  
37 of a fill;

38 b. Carry any surface waters that are or might be concentrated as a result of a fill or excavation to a natural  
39 watercourse, or by other means approved by the Department of Natural Resources and Parks.

- 1 6. Bench/Terrace. Benches, if required, at least ten (10) feet in width shall be backsloped and shall be  
2 established at not more than twenty-five (25) foot vertical intervals to control surface drainage and debris.  
3 Swales or ditches on benches shall have a maximum gradient of five percent (5%).
- 4 7. Access Roads – Maintenance. Access roads to grading sites shall be maintained and located to the  
5 satisfaction of the Director to minimize problems of dust, mud and traffic circulation.
- 6 8. Access Roads – Gate. Access roads to grading sites shall be controlled by a gate when required by the  
7 Director.
- 8 9. Warning Signs. Signs warning of hazardous conditions, if such exist, shall be affixed at locations as  
9 required by the Director.
- 10 10. Fencing. Fencing, where required by the Director, to protect life, limb and property, shall be installed  
11 with lockable gates which must be closed and locked when not working the site. The fence must be no  
12 less than five (5) feet in height and the fence material shall have no horizontal opening larger than two (2)  
13 inches.
- 14 11. Setbacks.
  - 15 a. The tops and the toes of cut and fill slopes shall be set back from property boundaries as far as  
16 necessary for safety of the adjacent properties and to prevent damage resulting from water runoff or  
17 erosion of the slopes.
  - 18 b. The tops and the toes of cut and fill slopes shall be set back from structures as far as is necessary for  
19 adequacy of foundation support and to prevent damage as a result of water runoff or erosion of the slopes.
  - 20 c. Slopes and setbacks shall be determined by the Director.
- 21 12. Excavations to Water-Producing Depth. All excavations must either be made to a water-producing  
22 depth or grade to permit natural drainage. The excavations made to a water-producing depth shall be  
23 reclaimed in the following manner:
  - 24 a. The depth of the excavations must not be less than two (2) feet measured below the low water mark.
  - 25 b. All banks shall be sloped to the water line no steeper than three (3) feet horizontal to one (1) foot  
26 vertical.
  - 27 c. All banks shall be sloped from the low-water line into the pond or lake with a minimum slope of three  
28 (3) feet horizontal to one (1) foot vertical to a distance of at least twenty-five (25) feet.
  - 29 d. In no event shall the term “water-producing depth” as herein used be construed to allow stagnant or  
30 standing water to collect or remain in the excavation.
  - 31 e. The intent of this provision is to allow reclamation of the land which will result in the establishment of  
32 a lake of sufficient area and depth of water to be useful for residential or recreational purposes.
- 33 C. Soil Amendment Requirements. Soil amendments shall be provided in accordance with the  
34 specifications in Appendix C of the Surface Water Design Manual.
- 35 D. Best Management Practices. Clearing and grading activities at a minimum shall use the erosion and  
36 sediment control best management practices identified in Appendices C and D of the Surface Water  
37 Design Manual as necessary to minimize off-site impacts from the project area.

1 13.190.~~110-100~~ Land restoration.

2 A. Upon the exhaustion of minerals or materials or upon the permanent abandonment of the quarrying or  
3 mining operation, all nonconforming buildings, structures, apparatus or appurtenances accessory to the  
4 quarrying and mining operation shall be removed or otherwise dismantled to the satisfaction of the  
5 Director. This requirement shall not require land restoration on projects completed prior to January 1,  
6 1971, except those covered under previously existing zoning requirements.

7 B. Final grades shall be such so as to encourage the uses permitted within the underlying zone  
8 classification.

9 C. Grading or backfilling shall be made with nonnoxious, nonflammable, noncombustible and  
10 nonputrescible solids.

11 D. Such graded or backfilled areas, except for roads, shall be sodded or surfaced with soil of a quality in  
12 conformance with “native vegetated landscape” specifications as identified in Appendix C of the Surface  
13 Water Design Manual.

14 E. Such topsoil as required by subsection (D) of this section shall be planted with trees, shrubs, legumes  
15 or grasses, and said flora shall meet “native vegetated landscape” specifications as identified in Appendix  
16 C of the Surface Water Design Manual.

17 F. Graded or backfilled areas shall be reclaimed in a manner which will not allow water to collect and  
18 permit stagnant water to remain. Suitable drainage systems approved by the Department shall be  
19 constructed or installed if natural drainage is not possible.

20 G. Waste or soil piles shall be leveled and the area treated as to sodding or surfacing and planting as  
21 required in subsections (D) and (E) of this section.

22 13.190.~~120-110~~ Shorelines.

23 A. Any fill placed upon land adjacent to or beneath any stream or water body shall be contained and  
24 placed so as to prevent adverse effect upon other lands.

25 B. No permit required by this chapter shall be issued for grading upon the shorelines until approved by  
26 the appropriate Federal, State and local authority.

27 C. For grading which requires a shoreline management substantial development permit, the conditions of  
28 the shoreline management substantial development permit shall be incorporated into the conditions of any  
29 permit issued pursuant to this chapter and shall be subject to the inspection and enforcement procedures  
30 authorized by this chapter.

31 13.190.~~130-120~~ Enforcement.

32 The Director is authorized to enforce the provisions of this chapter, the ordinances and resolutions  
33 codified in it, and any rules and regulations promulgated thereunder pursuant to the enforcement and  
34 penalty provisions of Chapter [1.15 SMC](#).

35 If clearing inconsistent with the purposes and requirements of this chapter has occurred on a site, City of  
36 SeaTac shall not accept or grant any development permits or approvals for the site unless the applicant  
37 adequately restores the site. The Director shall require appropriate restoration of the site under an  
38 approved restoration plan which shall include a time schedule for compliance if significant resource  
39 damage has or may occur. If restoration has not been completed within the time established by the

1 Department, the Director shall order restoration and seek restitution from the property owner through  
2 liens or other available legal methods.

3 13.190.~~140-130~~ Forest practices.

4 A. Class IV Forest Practice. Under a Class IV forest practice, all clearing not otherwise exempted under  
5 this chapter shall be subject to the requirements of this chapter. All such clearing shall be subject to the  
6 State Environmental Policy Act, Chapter [43.21C](#) RCW, and City of SeaTac shall accept or assume lead  
7 agency status. The review of the Class IV application shall be consolidated with the review of the  
8 associated City of SeaTac development permit or approval. Clearing independent of permit or approval  
9 shall require a separate clearing and grading permit pursuant to this chapter which meets any applicable  
10 clearing standards as defined by SMC ~~13.190.150~~[13.190.140](#). City of SeaTac will also combine its SEPA  
11 review of Class IV forest practices and City permits.

12 B. Development applications on lands cleared or graded pursuant to a Class II, III or IV special forest  
13 practice as defined in Chapter [76.09](#) RCW, or which are commenced without forest practices or City  
14 authorization, shall be denied for a period of six (6) years unless:

15 1. The applicant demonstrates that the clearing was consistent with the Conversion Option Harvest Plan  
16 reviewed and approved by City of SeaTac pursuant to the SMC Title [16A](#) land use decision process and  
17 incorporated as a condition of the State's forest practice permit, or

18 2. The Director of the Department of Community and Economic Development determines special  
19 circumstances exist which should allow the landowner to be released from the moratorium pursuant to  
20 notice, review and appeal process per SMC Title [16A](#).

21 C. In all cases, lifting or waiving of the six (6) year moratorium is subject to compliance with all local  
22 ordinances.

23 13.190.~~150-140~~ Clearing standards.

24 A. For clearing and grading permits issued under this chapter, the current clearing standards contained in  
25 this section and in the following regulations shall apply:

26 1. Environmentally sensitive areas, SMC Title [15](#), and its adopted administrative rules;

27 2. Property-specific development standards pursuant to SMC Title [15](#);

28 3. Critical drainage area designations identified by adopted administrative rule;

29 4. Wildlife habitat corridors pursuant to SMC Title [15](#); and

30 5. Stormwater management, including LID principles and LID BMPs, as identified in the Surface Water  
31 Design Manual.

32 B. Within environmentally sensitive areas designated pursuant to SMC Title [15](#), uses shall be limited to  
33 those specified in that chapter. Within any other areas subject to clearing restrictions referenced or  
34 contained in this section, the following uses are allowed under a clearing permit:

35 1. Timber harvest in accordance with a timber harvest management plan and clearing permit approved by  
36 the Director. Administrative rules specifying the contents of, and the submittal requirements and approval  
37 criteria for, timber harvest management plans shall be promulgated in consultation with the City of

1 SeaTac Department of Community and Economic Development prior to any permit approvals for timber  
2 harvest within these tracts or easements;

3 2. Passive recreation uses and related facilities, including pedestrian, equestrian community and bicycle  
4 trails, nature viewing areas, fishing and camping areas, and other similar uses that do not require  
5 permanent structures, if either cleared areas or areas of compacted soils, or both, associated with these  
6 uses and facilities do not exceed eight percent (8%) of the area of the tract or easement. Within wildlife  
7 habitat corridors, trail widths shall be the minimum allowed under adopted trail standards and no other  
8 recreation uses shall be permitted in the one hundred fifty (150) foot minimum width of the corridor;

9 3. Utilities and utility easements, including stormwater facilities, if the uses are within or adjacent to  
10 existing road or utility easements whenever possible. Within wildlife habitat corridors, existing or  
11 multiple utility uses within established easements shall be allowed within the one hundred fifty (150) foot  
12 minimum setback from the habitat corridor. Vegetated LID BMPs are allowed within the wildlife corridor  
13 buffer setback. Development of new utility corridors shall be allowed within wildlife habitat corridors  
14 only when multiple uses of existing easements are not feasible and the utility corridors are sited and  
15 developed using City-approved BMPs to minimize disturbance; and

16 4. Removal of either dangerous trees or damaged trees, or both.

17 13.190.~~160-150~~ Financial guarantees authorized.

18 The Director, or designee, is authorized to require all persons performing work on a project under a  
19 permit covered by this title to post performance and maintenance bonds. Where such persons have  
20 previously posted, or are required to post, other bonds covering either the project itself or other  
21 construction related to the project, such person may, with the permission of the Director and to the extent  
22 allowable by law, combine all such bonds into a single bond; provided, that at no time shall the amount  
23 thus bonded be less than the total amount which would have been required in the form of separate bonds;  
24 and provided further, that such bond shall on its face clearly delineate those separate bonds which it is  
25 intended to replace.

26

1 **Chapter 13.210**

2 **PROPERTY MAINTENANCE CODE**

3 Sections:

4 13.210.010 International Property Maintenance Code.

5 ~~13.210.020 — Copy on file.~~

6  
7 **13.210.010 International Property Maintenance Code.**

8 The most current edition of the International Property Maintenance Code, as published by the  
9 International Code Council, as now or hereafter amended, is hereby adopted to be the property  
10 maintenance code of the City of SeaTac with the following additions, deletions and exceptions:~~The 2018-~~  
11 ~~Edition of the International Property Maintenance Code (“IPMC”), as published by the International Code~~  
12 ~~Council, is adopted to be the property maintenance code of the City of SeaTac, with the following~~  
13 ~~amendments:~~

14 A. IPMC Section 101.1 shall reflect that the name of the jurisdiction is the City of SeaTac.

15 B. IPMC Section 102.3 is amended to delete all references to the International Plumbing Code. The last  
16 sentence in IPMC 102.3 is hereby deleted in its entirety.

17 ~~C. IPMC 103.5 is hereby repealed in its entirety.~~

18 ~~D.~~ IPMC Section ~~411-107~~ Means of Appeal is hereby repealed in its entirety and replaced by the  
19 following:

20 Any references to the Board of Appeals shall be deemed to refer to the Hearing Examiner system  
21 of Chapter 1.20 SMC.

22 ~~-D. IPMC Section 108 Board of Appeals is hereby repealed in its entirety.~~

23 E. IPMC Section ~~442110.4~~ Failure to Comply is hereby repealed in its entirety.

24 F. IPMC Section 201.3 is amended to delete references to the International Plumbing Code and the  
25 International Zoning Code.

26 G. Subsection 301.3, Vacant structures and land, is repealed in its entirety and replaced by the following:

27 301.3 Vacant Structures. All vacant structures and premises thereof must comply with this  
28 Code. Vacant structures shall be maintained in a clean, safe, secure and sanitary condition  
29 provided herein so as not to cause a blighting problem or otherwise adversely affect the  
30 public health, safety or quality of life.

31 301.3.1 Appearance. All vacant structures must appear to be occupied or shall be secured as  
32 specified herein.

33 301.3.2 Security. All vacant structures must be secured against outside entry at all times.  
34 Security shall be by the normal building amenities such as windows and doors having

1 adequate strength to resist intrusion. All doors and windows must remain locked. Exterior  
2 walls and roofs must remain intact without holes.

3 301.3.2.1 Architectural (Cosmetic) Structural panels. Architectural structural panels may be  
4 used to secure windows, doors and other openings provided they are cut to fit the opening  
5 and match the characteristics of the building. Architectural panels may be of exterior grade  
6 finished plywood or Medium Density Overlaid plywood (MDO).

7 301.3.2.2 Security fences. Temporary construction fencing shall not be used as a method to  
8 secure a structure from entry for a period exceeding 30 days.

9 301.3.3 Weather protection. The exterior roofing and siding shall be maintained as required  
10 in Section 304.

11 301.3.4 Fire Safety.

12 301.3.4.1 Fire protection systems. All fire suppression and alarms systems shall be  
13 maintained in a working condition and inspected as required by the Fire Department.

14 301.3.4.2 Flammable liquids. No vacant structure or premises or portion thereof shall be used  
15 for the storage of flammable liquids or other materials that constitute a safety or fire hazard.

16 301.3.4.3 Combustible materials. All debris, combustible materials, litter and garbage shall  
17 be removed from vacant structures, their accessory buildings and adjoining yard areas. The  
18 structure and premises shall be maintained free from such items.

19 301.3.4.4 Fire inspections. Periodic fire department inspections may be required at intervals  
20 set forth by the fire chief or his designee.

21 301.3.5 Plumbing fixtures. Plumbing fixtures connected to an approved water system, an  
22 approved sewage system, or an approved natural gas utility system shall be installed in  
23 accordance with applicable codes and be maintained in sound condition and good repair or  
24 removed and the service terminated in the manner prescribed by applicable codes.

25 301.3.5.1 Freeze protection. The structure's water systems shall be protected from freezing.

26 301.3.6 Electrical. Electrical service lines, wiring, outlets or fixtures not installed or  
27 maintained in accordance with applicable codes shall be repaired, removed or the electrical  
28 services terminated to the structure in accordance with applicable codes.

29 301.3.7 Heating. Heating facilities or heating equipment in vacant structures shall be  
30 removed, rendered inoperable, or maintained in accordance with applicable codes.

31 301.3.8 Interior floors. If a hole in a floor presents a hazard, the hole shall be covered and  
32 secured with three-quarter (3/4) inch plywood, or a material of equivalent strength, cut to  
33 overlap the hole on all sides by at least six (6) inches.

34 301.3.9 Termination of utilities. The code official may, by written notice to the owner and to  
35 the appropriate water, electricity or gas utility, request that water, electricity, or gas service to  
36 a vacant structure be terminated or disconnected.



1 301.3.9.1 Restoration of Service. If water, electricity or gas service has been terminated or  
2 disconnected pursuant to Section 313.9, no one except the utility may take any action to  
3 restore the service, including an owner or other private party requesting restoration of service  
4 until written notification is given by the code official that service may be restored.

5 301.3.10 Notice to person responsible. Whenever the code official has reason to believe that a  
6 structure is vacant, the code official may inspect the structure and premises. If the code  
7 official determines that a vacant structure violates any provision of this section, the code  
8 official shall notify in writing, the owner of the structure, or real property upon which the  
9 structure is located, or other person responsible, of the violations and required corrections and  
10 shall be given a time frame to comply.

11 301.3.10.1 Alternate requirements. The requirements and time frames of this section may be  
12 modified under an approved Voluntary Correction Agreement (VCA). Within 30 days of  
13 notification that a structure or real property upon which the structure is located, is in violation  
14 of this Section, an owner may submit a written proposed VCA for the code official to review  
15 and approve if found acceptable. A Correction Agreement may allow:

16 1) Extended use of non-architectural panels

17 2) Extended use of temporary security fencing

18 3) Extended time before the demolition of a structure is required

19 4) For substandard conditions to exist for a specific period of time, provided the structure is  
20 secured in an approved manner. When considering a VCA, the code official shall take into  
21 consideration the magnitude of the violation and the impact to the neighborhood.

22 301.3.11 Enforcement. Violations of this section shall be enforced according to the  
23 provisions and procedures of Chapter 1.15 of the SeaTac Municipal Code and subject to the  
24 monetary penalties contained therein.

25 301.3.11.1 Abatement. A structure or structure accessory thereto that remains vacant and  
26 open to entry after the required compliance date is found and declared to be a public  
27 nuisance. The code official is hereby authorized to summarily abate the violation by securing  
28 the structure to unauthorized entry. The costs of abatement shall be collected from the owner  
29 in the manner provided by law.

30 301.3.11.2 Unsafe structures and equipment. Any vacant structure or equipment therein,  
31 declared unsafe is subject to the provisions of Section 111 and the demolition provisions of  
32 Section 113.

33 ~~GH.~~ The first sentence of IPMC 302.4 Weeds is hereby repealed in its entirety.

34 ~~HJ.~~ The first sentence of IPMC Section 304.14 Insect Screens is hereby amended to read as follows:

35 At all times, every door, window and other outside opening required for ventilation of  
36 habitable rooms, food preparation areas, food service areas or any other areas where products  
37 to be included or utilized in food for human consumption are processed, manufactured,  
38 packaged or stored, shall be supplied with approved tightly fitting screens of minimum 16

1 mesh per inch (16 mesh per 25 mm) and every screen door used for insect control shall have  
2 a self-closing device in good working condition.

3 ~~H.~~ The first sentence of IPMC Section 602.3 Heat supply is hereby amended to read as follows:

4 Every owner and operator of any building who rents, leases or lets one or more dwelling  
5 units or sleeping units, on terms, either expressed or implied, to furnish heat to the occupants  
6 thereof shall supply heat at all times to maintain a temperature of not less than 68°F (20°C) in  
7 all habitable rooms, bathrooms, and toilet rooms.

8 ~~J.~~ The first sentence of IPMC 602.4 Occupiable work spaces ~~is~~ hereby amended to read as follows:

9 Indoor occupiable work spaces shall be supplied with heat at all times to maintain a  
10 temperature of not less than 65°F (18°C) during the period the spaces are occupied.

11 ~~K. References to the Board of Appeals in Section 111 shall be deemed to refer to the Hearing Examiner  
12 system of Chapter 1.20 SMC.~~

13 ~~L. Subsection 301.3, Vacant structures and land, is repealed in its entirety and replaced by the following:~~

14 ~~301.3 Vacant Structures. All vacant structures and premises thereof must comply with this  
15 Code. Vacant structures shall be maintained in a clean, safe, secure and sanitary condition  
16 provided herein so as not to cause a blighting problem or otherwise adversely affect the  
17 public health, safety or quality of life.~~

18 ~~301.3.1 Appearance. All vacant structures must appear to be occupied or shall be secured as  
19 specified herein.~~

20 ~~301.3.2 Security. All vacant structures must be secured against outside entry at all times.  
21 Security shall be by the normal building amenities such as windows and doors having  
22 adequate strength to resist intrusion. All doors and windows must remain locked. Exterior  
23 walls and roofs must remain intact without holes.~~

24 ~~301.3.2.1 Architectural (Cosmetic) Structural panels. Architectural structural panels may be  
25 used to secure windows, doors and other openings provided they are cut to fit the opening  
26 and match the characteristics of the building. Architectural panels may be of exterior grade  
27 finished plywood or Medium Density Overlaid plywood (MDO).~~

28 ~~301.3.2.2 Security fences. Temporary construction fencing shall not be used as a method to  
29 secure a structure from entry for a period exceeding 30 days.~~

30 ~~301.3.3 Weather protection. The exterior roofing and siding shall be maintained as required  
31 in Section 304.~~

1        ~~301.3.4 Fire Safety.~~

2        ~~301.3.4.1 Fire protection systems. All fire suppression and alarms systems shall be~~  
3        ~~maintained in a working condition and inspected as required by the Fire Department.~~

4        ~~301.3.4.2 Flammable liquids. No vacant structure or premises or portion thereof shall be used~~  
5        ~~for the storage of flammable liquids or other materials that constitute a safety or fire hazard.~~

6        ~~301.3.4.3 Combustible materials. All debris, combustible materials, litter and garbage shall~~  
7        ~~be removed from vacant structures, their accessory buildings and adjoining yard areas. The~~  
8        ~~structure and premises shall be maintained free from such items.~~

9        ~~301.3.4.4 Fire inspections. Periodic fire department inspections may be required at intervals~~  
10       ~~set forth by the fire chief or his designee.~~

11       ~~301.3.5 Plumbing fixtures. Plumbing fixtures connected to an approved water system, an~~  
12       ~~approved sewage system, or an approved natural gas utility system shall be installed in~~  
13       ~~accordance with applicable codes and be maintained in sound condition and good repair or~~  
14       ~~removed and the service terminated in the manner prescribed by applicable codes.~~

15       ~~301.3.5.1 Freeze protection. The structure's water systems shall be protected from freezing.~~

16       ~~301.3.6 Electrical. Electrical service lines, wiring, outlets or fixtures not installed or~~  
17       ~~maintained in accordance with applicable codes shall be repaired, removed or the electrical~~  
18       ~~services terminated to the structure in accordance with applicable codes.~~

19       ~~301.3.7 Heating. Heating facilities or heating equipment in vacant structures shall be~~  
20       ~~removed, rendered inoperable, or maintained in accordance with applicable codes.~~

21       ~~301.3.8 Interior floors. If a hole in a floor presents a hazard, the hole shall be covered and~~  
22       ~~secured with three quarter (3/4) inch plywood, or a material of equivalent strength, cut to~~  
23       ~~overlap the hole on all sides by at least six (6) inches.~~

24       ~~301.3.9 Termination of utilities. The code official may, by written notice to the owner and to~~  
25       ~~the appropriate water, electricity or gas utility, request that water, electricity, or gas service to~~  
26       ~~a vacant structure be terminated or disconnected.~~

27       ~~301.3.9.1 Restoration of Service. If water, electricity or gas service has been terminated or~~  
28       ~~disconnected pursuant to Section 313.9, no one except the utility may take any action to~~  
29       ~~restore the service, including an owner or other private party requesting restoration of service~~  
30       ~~until written notification is given by the code official that service may be restored.~~

1 ~~301.3.10 Notice to person responsible. Whenever the code official has reason to believe that~~  
2 ~~a structure is vacant, the code official may inspect the structure and premises. If the code~~  
3 ~~official determines that a vacant structure violates any provision of this section, the code~~  
4 ~~official shall notify in writing, the owner of the structure, or real property upon which the~~  
5 ~~structure is located, or other person responsible, of the violations and required corrections~~  
6 ~~and shall be given a time frame to comply.~~

7 ~~301.3.10.1 Alternate requirements. The requirements and time frames of this section may be~~  
8 ~~modified under an approved Correction Agreement. Within 30 days of notification that a~~  
9 ~~structure or real property upon which the structure is located, is in violation of this Section,~~  
10 ~~an owner may submit a written proposed Correction Agreement for the code official to~~  
11 ~~review and approve if found acceptable. A Correction Agreement may allow:~~

12 ~~1) Extended use of non-architectural panels~~

13 ~~2) Extended use of temporary security fencing~~

14 ~~3) Extended time before the demolition of a structure is required~~

15 ~~4) For substandard conditions to exist for a specific period of time, provided the structure is~~  
16 ~~secured in an approved manner. When considering a Correction Agreement, the code official~~  
17 ~~shall take into consideration the magnitude of the violation and the impact to the~~  
18 ~~neighborhood.~~

19 ~~301.3.11 Enforcement. Violations of this section shall be enforced according to the~~  
20 ~~provisions and procedures of Chapter 1.15 of the SeaTac Municipal Code and subject to the~~  
21 ~~monetary penalties contained therein.~~

22 ~~301.3.11.1 Abatement. A structure or structure accessory thereto that remains vacant and~~  
23 ~~open to entry after the required compliance date is found and declared to be a public~~  
24 ~~nuisance. The code official is hereby authorized to summarily abate the violation by securing~~  
25 ~~the structure to unauthorized entry. The costs of abatement shall be collected from the owner~~  
26 ~~in the manner provided by law.~~

27 ~~301.3.11.2 Unsafe structures and equipment. Any vacant structure or equipment therein,~~  
28 ~~declared unsafe is subject to the provisions of Section 108 and the demolition provisions of~~  
29 ~~Section 110.~~

30 ~~**13.210.020 Copy on file.**~~

31 ~~At least one (1) copy of the adopted edition of the International Property Maintenance Code shall be on~~  
32 ~~file in the office of the Building Official on behalf of the City Clerk.~~

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**Chapter 13.220**  
**ENERGY CODE**

Sections:

13.220.010 International Energy Conservation Code.

~~13.220.020 Copy on file.~~

**13.220.010 International Energy Conservation Code.**

The most current edition of the International Energy Conservation Code as amended by the Washington State Building Code Council and published in Chapters 51-11C and 51-11R WAC is hereby adopted by reference, as now or hereafter amended.~~The International Energy Conservation Code, 2018 Edition, as amended by the Washington State Building Code Council and as published in Chapters 51-11C and 51-11R WAC, as now or hereafter amended, is adopted.~~

~~13.220.020 Copy on file.~~

~~At least one (1) copy of the adopted edition of the International Energy Conservation Code shall be on file in the office of the Building Official on behalf of the City Clerk.~~

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**Chapter 13.240**  
**SOUND TRANSMISSION CODE**

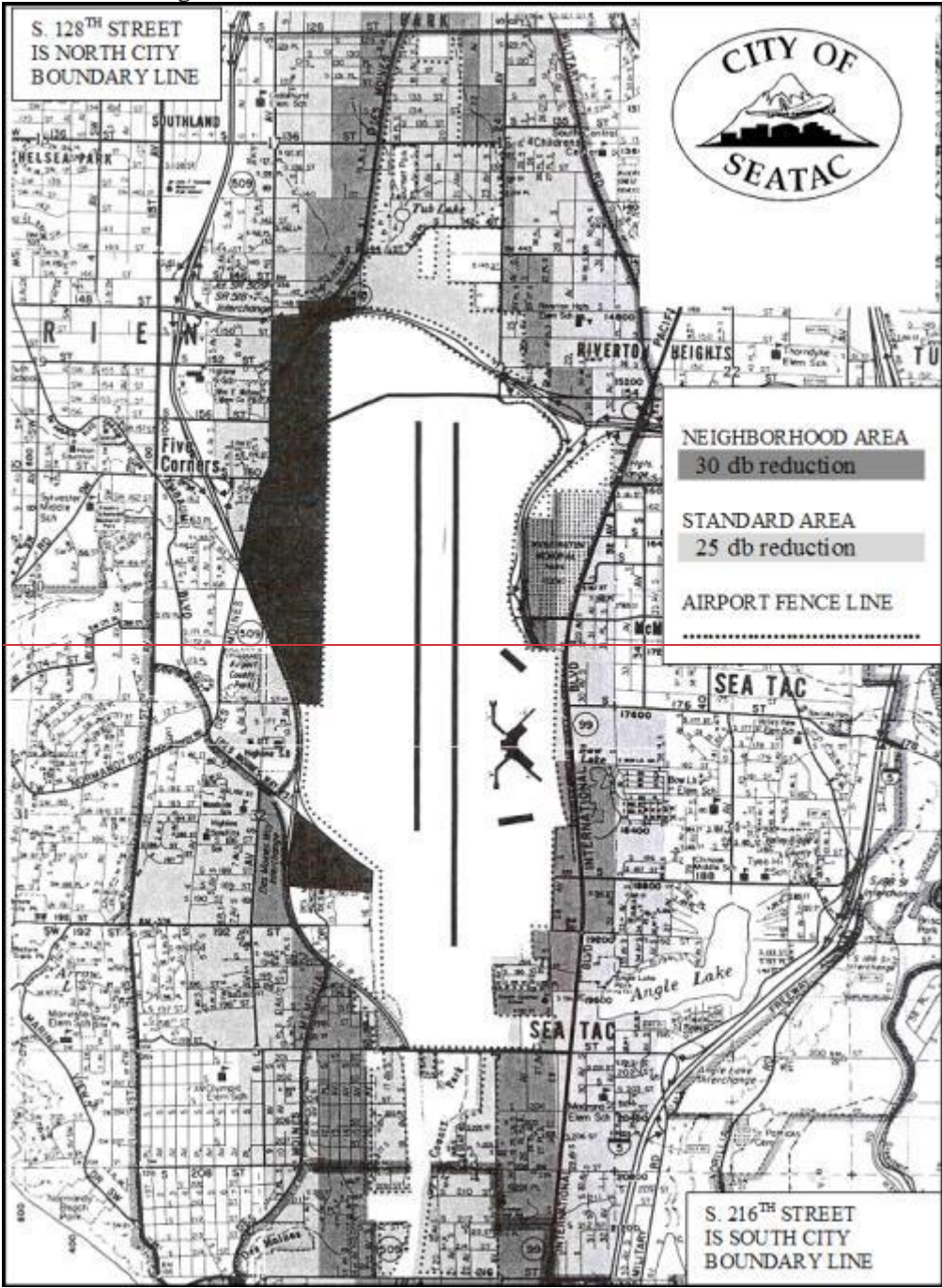
Sections:

- 13.240.010 Sound Transmission Code.
- 13.240.020 Purpose.
- 13.240.030 Scope.
- 13.240.040 Application.
- 13.240.050 Definitions.
- 13.240.060 Design requirements.
- 13.240.070 Recognized standards.
- 13.240.080 Air leakage for all buildings.
- 13.240.090 SeaTac Noise Program Areas.
- 13.240.100 Building requirements for a noise level reduction of twenty-five (25) dB.
- 13.240.110 Building requirements for a noise level reduction of thirty (30) dB.
- 13.240.120 Building requirements for a noise level reduction of thirty-five (35) dB.
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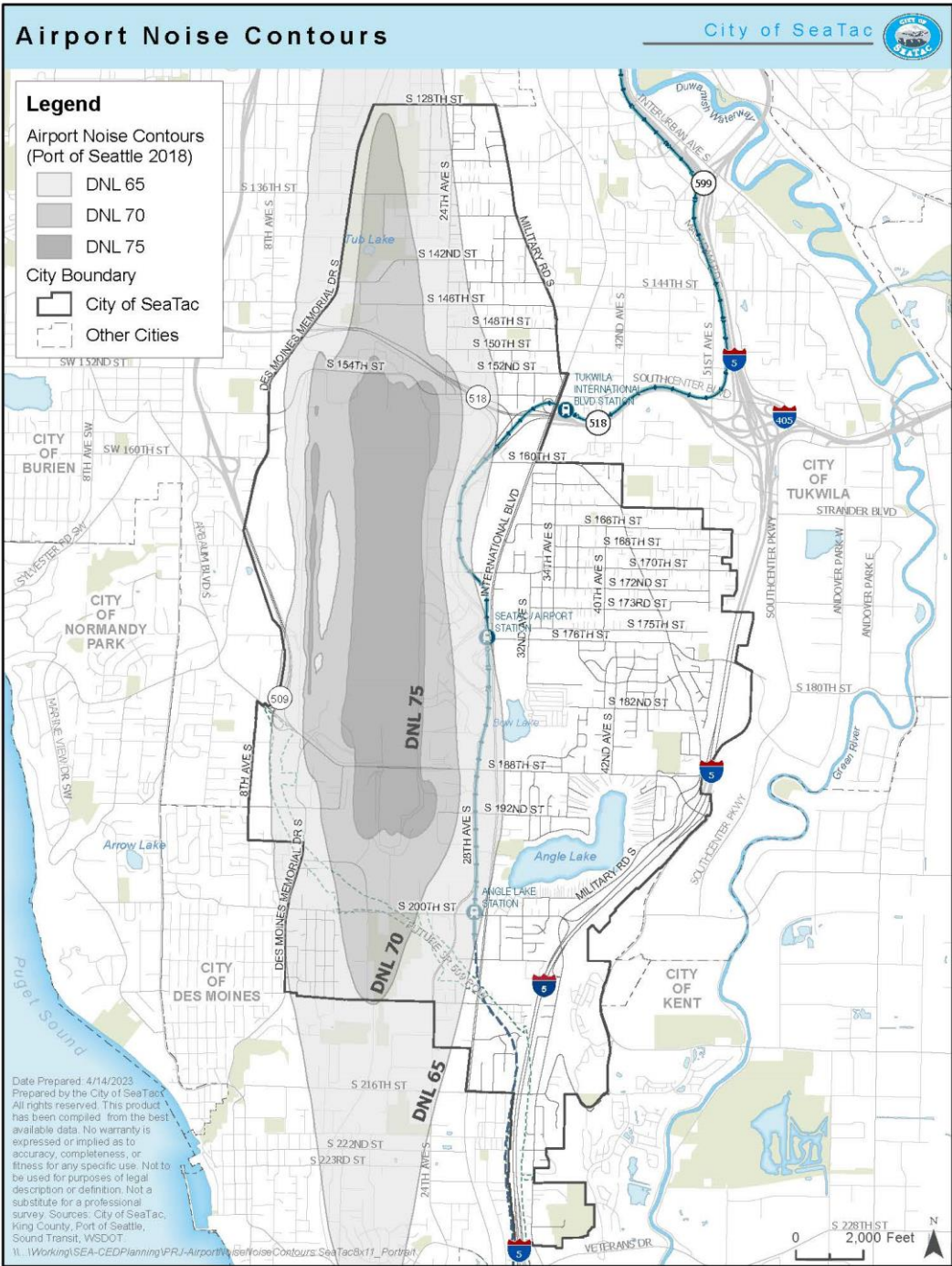
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Figure 13.240.090a. NOISE LEVEL REDUCTION MAP



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**Exhibit A**

**Title 13**

**BUILDINGS AND CONSTRUCTION**

**Chapters:**

- 13.100 General Provisions**
- 13.110 Building Code**
- 13.150 Fire Code**
- 13.160 Mechanical Code**
- 13.170 Plumbing Code**
- 13.180 Electrical Code**
- 13.190 Clearing and Grading Code**
- 13.200 Off-Site Improvements**
- 13.210 Property Maintenance Code**
- 13.220 Energy Code**
- 13.230 *Repealed***
- 13.240 Sound Transmission Code**
- 13.250 Recycling Space Requirements**
- 13.270 Building Addresses**

“Normal Text” is existing code language  
“~~Strikethrough Text~~” is existing language that will be deleted  
“Underlined Text” is new code language that will be added  
“...” represents existing code language that is omitted and will not be amended

Chapter 13.100  
GENERAL PROVISIONS  
Sections:

- 13.100.010 Purpose and scope.
- 13.100.020 Definitions.
- 13.100.030 Modifications.
- 13.100.040 Alternate materials, design and methods of construction and equipment.
- 13.100.050 Duties and powers of Building Official and Fire Chief
- 13.100.060 Permits.
- 13.100.070 Permit and plan review fees.
- 13.100.100 Appeals.
- 13.100.110 Stop work orders.
- 13.100.120 Violations not subject to the notice and order procedures.
- 13.100.130 Copies Available.

**13.100.010 Purpose and scope.**

A. The purpose of Title 13 of the SeaTac Municipal Code is to adopt building construction standards as authorized and mandated by Chapters [19.27](#), [19.27A](#), and [19.28](#) RCW, as well as other Washington State laws regulating land development within the City of SeaTac. These regulations are established to promote the health, safety and welfare of the occupants or users of buildings and structures and the general public in SeaTac and are consistent with standards in effect throughout the State. Accordingly, this title is designed to effectuate the following purposes, objectives, and standards:

- (1) To require minimum performance standards and requirements for construction and construction materials, consistent with accepted standards of engineering, fire and life safety.
- (2) To require standards and requirements for construction in terms of performance and nationally accepted standards.
- (3) To permit the use of modern technical methods, devices, and improvements.
- (4) To eliminate restrictive, obsolete, conflicting, duplicating, and unnecessary regulations and requirements which could unnecessarily increase construction costs or retard the use of new materials and methods of installation or provide unwarranted preferential treatment to types or classes of materials or products or methods of construction.
- (5) To provide for standards and specifications for making buildings and facilities accessible to and usable by physically disabled persons.

Codes and regulations adopted in this title are not intended to create or otherwise establish or designate any particular class or group of persons who will or should be especially protected or benefited by the terms of these codes and regulations.

B. An additional purpose of this chapter is to establish the administrative procedures and regulations related to construction permits, and applications for construction permits.

C. The provisions of this title serve as a supplement to the administrative and enforcement procedures found in the other adopted technical codes. In case of a conflict between these provisions and those found in any of the other technical codes, these provisions shall apply.

1  
2 D. Pursuant to an interlocal agreement entered into by and between the City and the Port of Seattle,  
3 pursuant to Resolution No. 17-021 and Port Resolution No. 3741, respectively, effective February 17,  
4 2018, and in effect through February 17, 2028, the City recognizes concurrent authority of the Port to  
5 administer, implement, and enforce the technical codes and standards adopted in this title and defers to  
6 the Port's exercise of such jurisdiction as to development projects on Port-owned property within the City  
7 which are for airport uses, as that term is defined in the February 17, 2018 interlocal agreement between  
8 the City and the Port.  
9

10 **13.100.020 Definitions.**

11 For the purposes of this chapter, the following definitions shall apply unless the context thereof shall  
12 clearly indicate to the contrary:  
13

14 A. "Building official" means the person, or designee, charged with the administration and enforcement of  
15 Title 13, except where authority is specifically reserved for the Fire Marshal. The authority of this  
16 position is held by the Building Services Manager.  
17

18 B. "Building service equipment" means the plumbing, mechanical, electrical and elevator equipment, fire  
19 suppression systems, fuel tanks, including piping, wiring, fixtures and other accessories which provide  
20 sanitation, lighting, power, heating, ventilation, cooling, refrigeration, fire-fighting and transportation  
21 facilities essential to the occupancy of the building or structure for its designated use.  
22

23 C. "Cancel" or "Cancellation" means an action by a permit applicant or valid permit holder to withdraw a  
24 project from active review or construction status.  
25

26 D. "Construction permit" means any permit, or combination of permits issued pursuant to the provisions  
27 of Title 13 SeaTac Municipal Code. Construction permits include, but are not limited to, building permits,  
28 trade permits, and clearing and grading permits.  
29

30 E. "Dwelling" means a building that contains one (1) or two (2) dwelling units used, intended or designed  
31 to be used, rented, leased, let or hired out to be occupied for living purposes.  
32

33 F. "Expire or Expiration" has the same meaning as described in the building codes adopted by this title.  
34

35 G. "Extend" or "Extension" means to extend the validity of a construction permit or an application for a  
36 construction permit.  
37

38 H. "Fire marshal" means the person charged with the administration and enforcement of the Fire code or a  
39 regularly authorized deputy. The authority of this position is held by the Division Chief of Puget Sound  
Regional Fire Community Risk Reduction Department.

40 I. "Renew" or "Renewal" means to authorize the use of a permit approval past the original expiration  
41 date and preserve vesting under the code which the permit was issued.  
42

43 J. "Revision" means a change by an applicant or permit holder to an application under review or to the  
44 scope of work authorized by an issued permit.  
45

44 K. "Technical codes" means those codes adopted by this title containing the provisions for design,  
45 construction, alteration, moving, demolition, repair, removal, use, location, occupancy and maintenance

1 of buildings, structures, building service equipment, and site clearing and grading. Where no applicable  
2 standards or requirements are set forth in this title, or are contained within other laws, codes, regulations,  
3 ordinances, or bylaws adopted by the City of SeaTac, technical codes may also include applicable  
4 standards of the National Fire Protection Association or other nationally recognized standards approved  
5 by the Building Official.

6 L. "Tolling" means to stop counting days against the time limitation of application period for a  
7 construction permit.

8 M. "Valuation" or "value" means, as applied to a building and its building service equipment, the  
9 estimated cost to replace the building and its building service equipment in kind, based on current  
10 replacement costs.

11  
12 **13.100.030 Modifications.**

13 Wherever there are practical difficulties involved in carrying out the provisions of the technical codes, the  
14 Building Official shall have the authority to grant modifications for individual cases, upon a request by  
15 the owner or owner's representative, provided the Building Official shall first find that a special  
16 individual reason makes the strict letter of this code impractical and the modification is in compliance  
17 with the intent and purpose of the technical codes and that such modification does not lessen health,  
18 accessibility, life and fire safety, or structural requirements. The details of any action granting  
19 modifications shall be recorded and entered in the files of the Building Division.  
20

21 **13.100.040 Alternate materials, design and methods of construction and equipment.**

22 A. The provisions of the technical codes are not intended to prevent the installation of any material or to  
23 prohibit any design or method of construction not specifically prescribed by the technical codes;  
24 provided, that any such alternative has been approved. An alternative material, design or method of  
25 construction shall be approved where the Building Official finds that the proposed design is satisfactory,  
26 complies with the intent of the provisions of the technical codes, and that the material, method, or work  
27 offered is, for the purpose intended, at least the equivalent of that prescribed in the technical codes in  
28 quality, strength, effectiveness, fire resistance, durability and safety.  
29

30 B. Research Reports. Supporting data, where necessary to assist in the approval of materials or assemblies  
31 not specifically provided for in the technical codes, shall consist of valid research reports from approved  
32 sources.  
33

34 C. Tests. Whenever there is insufficient evidence of compliance with the provisions of the technical  
35 codes, or evidence that a material or method does not conform to the requirements of technical codes, or  
36 in order to substantiate claims for alternative materials or methods, the Building Official shall have the  
37 authority to require tests as evidence of compliance to be made at no expense to the City of SeaTac. Test  
38 methods shall be as specified in the technical codes or by other recognized test standards. In the absence  
39 of recognized and accepted test methods, the Building Official shall approve the testing procedures. Tests  
40 shall be performed by an approved agency. Reports of such tests shall be retained by the Building Official  
41 for the period required for retention of public records.  
42

43 **13.100.050 Duties and powers of Building Official and Fire Chief**

44 A. The Building Official is hereby authorized and directed to enforce the provisions of the technical  
45 codes, except for the Fire Code. The Building Official, in consultation with other city staff shall have the  
46 authority to render interpretations of the technical codes, except for the Fire Code, and to adopt policies  
47 and procedures in order to clarify the application of their provisions. The Fire Chief, or designee, is  
48 responsible for the enforcement and interpretation of the Fire Code. Such interpretations, policies and



1 procedures shall be in compliance with the intent and purpose of the technical codes. Such policies and  
2 procedures shall not have the effect of waiving requirements specifically provided for in the technical  
3 codes.  
4

5 B. The Building Official is charged with the administration and enforcement of Title 13, except where  
6 authority is specifically reserved for the Fire Marshal. The Fire marshal means the person charged with  
7 the administration and enforcement of the Fire code or a regularly authorized deputy. The authority of  
8 this position is held by the Division Chief of Puget Sound Regional Fire Community Risk Reduction  
9 Department.

10 C. Inspections. The Building Official shall make all of the required inspections, or the Building Official  
11 shall have the authority to accept reports of inspection by approved agencies or individuals. Reports of  
12 such inspections shall be in writing and be certified by a responsible officer of such approved agency or  
13 by the responsible individual. The Building Official is authorized to engage such expert opinion as  
14 deemed necessary to report upon unusual technical issues that arise.  
15

16 D. Identification. The Building Official shall carry proper identification when inspecting structures or  
17 premises in the performance of duties under the technical codes.  
18

19 E. Right of Entry. Where it is necessary to make an inspection to enforce the provisions of the technical  
20 codes, or where the Building Official has reasonable cause to believe that there exists in a structure or  
21 upon a premises a condition which is contrary to or in violation of the technical codes which makes the  
22 structure or premises unsafe, dangerous or hazardous, the Building Official is authorized to enter the  
23 structure or premises at reasonable times to inspect or to perform the duties imposed by the technical  
24 codes; provided, that if such structure or premises be occupied, that credentials be presented to the  
25 occupant and entry requested. If such structure or premises is unoccupied, the Building Official shall first  
26 make a reasonable effort to locate the owner or other person having charge or control of the structure or  
27 premises and request entry. If entry is refused, the Building Official shall have recourse to the remedies  
28 provided by law to secure entry.  
29

30 F. Department Records. The Building Official shall keep official records of applications received, permits  
31 and certificates issued, fees collected, reports of inspections, and notices and orders issued. Such records  
32 shall be retained in the official records for the period required for retention of public records by the City's  
33 retention schedule.  
34

### 35 **13.100.060 Permits.**

36 A. Except for those items specifically exempt in each of the technical codes, no building, structure or  
37 building service equipment regulated by the technical codes shall be erected, constructed, enlarged,  
38 altered, repaired, moved, improved, removed, converted, or demolished unless a separate, appropriate  
39 permit for each building, structure or building service equipment has first been obtained from the  
40 Building Official. Exemptions from permit requirements of the technical codes shall not be deemed to  
41 grant authorization for any work to be done in any manner in violation of the provisions of those codes or  
42 any other laws or ordinances of the City of SeaTac or the State of Washington.  
43

44 B. Effect of a Permit. An issued permit has the effect of authorizing access to the property and  
45 inspection of the scope of work for which the permit was issued. Inspections shall be conducted at  
46 reasonable hours and only by credentialed designees of the Building Official. Refusal to provide access  
47 to the property or work constitutes a violation of this code and is subject to the remedies provided by law.  
48

49 C. Permit and Plans on Site. A copy of the permit shall be on site. Approved plans shall be available on  
50 the site of the work until the completion of the project.

1  
2 D. Emergency Repairs. Where equipment replacements and repairs must be performed in an emergency  
3 situation, the permit application shall be submitted within the next working business day to the Building  
4 Official.

5  
6 E. Repairs. Application or notice to the Building Official is not required for ordinary repairs to structures,  
7 replacement of lamps or the connection of approved portable electrical equipment to approved  
8 permanently installed receptacles. Such repairs shall not include the cutting away of any wall, partition or  
9 portion thereof, the removal or cutting of any structural beam or load-bearing support, or the removal or  
10 change of any required means of egress, or rearrangement of parts of a structure affecting the egress  
11 requirements; nor shall ordinary repairs include addition to, alteration of, replacement, or relocation of  
12 any standpipe, water supply, sewer, drainage, drain leader, gas, soil, waste, vent or similar piping, fire  
13 suppression, electric wiring, mechanical or other work affecting public health or general safety.

14  
15 F. Application for Permit. To obtain a permit for work regulated by this title, the applicant shall file an  
16 application for construction permit(s) with all required information, including an accurate description of  
17 the proposed scope of work. The application shall be accompanied by construction documents and  
18 information, as specified by the City, to include all data, reports, plans, specifications, calculations and  
19 any other information required to document compliance with applicable laws and regulations.

20  
21 The application will be deemed incomplete and no action will be taken or review performed by the City if  
22 the application information and/or required documents are incomplete, inaccurate, or missing.

23  
24 Payment of fees required at the time of application are required for the City to determine an application is  
25 complete.

26  
27 G. Action on Application. The Building Official shall ensure that complete application and required  
28 construction documents for construction permits and revisions thereto are reviewed within a reasonable  
29 time after filing. The purpose of the review of applications and required construction documents for  
30 permits, and revisions thereto, is to confirm compliance with all applicable and pertinent codes and laws.  
31 If the application or the construction documents do not conform to the requirements of applicable and  
32 pertinent codes and laws, the application shall not be approved and additional information or corrections  
33 to the application and construction documents shall be requested in writing from the applicant. The  
34 construction permit(s) shall be issued as soon as practicable once the application and construction  
35 documents have been reviewed and all applicable and pertinent laws have been addressed.

36  
37 H. Time Limitation of an Application.

38 1. Expiration by Limitation. Except as otherwise provided by tolling in subsection 2., applications for  
39 which no permit is issued within eighteen (18) months following the date of application shall expire  
40 by limitation.

41  
42 2. Tolling. The eighteen (18) month expiration by limitation of an application established in subsection 1.  
43 may be tolled for a cumulative maximum of not more than one-hundred-eighty (180) days as follows:

- 44  
45 a. Ninety (90) days when a land use approval is required prior to issuance of an application; or  
46  
47 b. One-hundred-eighty (180) days when permit issuance is only pending a related construction  
48 permit application approval and provided that a schedule for responding to correction comments  
49 and securing approval of the related construction permit application is received from the applicant  
50 and approved by the Building Official; or  
51



1 c. One-hundred-eighty (180) days when permit issuance is pending both an associated land use  
2 application approval and a related construction permit application approval and provided that a  
3 schedule for responding to correction comments and securing approval of the related construction  
4 permit application is received from the applicant and approved by the Building Official.  
5

6 3. Expiration due to Inactivity. Applications shall expire due to inactivity if an applicant fails to respond  
7 to the department's written request for revisions, corrections, or additional information within ninety (90)  
8 days of the date of request. The Building Official may approve an extension of the response period  
9 beyond ninety (90) days if within the original ninety (90) day time period the applicant provides and  
10 subsequently adheres to an approved schedule with specific target dates for submitting the full revisions,  
11 corrections or other information needed by the department. Such approval shall not extend the time  
12 limitation of the application established in subsection 1.  
13

14 4. Extension. If requested by the applicant prior to the expiration date of an application, the time  
15 limitation of application period established in subsection 1. may be extended one time, for a maximum of  
16 30 days, for the purpose of paying fees, submitting required paperwork, and posting financial sureties.  
17

18 I. Validity of Permit. The issuance or granting of a construction permit shall not be construed to be a  
19 permit for, or an approval of, any violation of any of the provisions of the technical codes or of any other  
20 ordinance of the City of SeaTac. Permits presuming to give authority to violate or cancel the provisions of  
21 the technical codes or other ordinances of the City of SeaTac shall not be valid. The issuance of a  
22 construction permit based on construction documents and other data shall not prevent the Building  
23 Official from requiring the correction of errors in the construction documents and other data. The  
24 Building Official is authorized to prevent occupancy or use of a structure when the structure is found to  
25 be in violation of this code or other ordinances of the City of SeaTac.  
26

27 J. Expiration of Permits.

28 1. New buildings and building additions. Construction permits issued for a new building(s) or building  
29 addition(s) shall expire two (2) years from the date of issuance of the building permit.  
30

31 2. Construction permits not necessary to complete a new building or a building addition shall expire one  
32 (1) year for the date of issuance.  
33

34 K. Permit Extensions. Only one extension of construction permits may be authorized by the Building  
35 Official, as follows:

36 1. An extension request to extend the expiration date for construction permit(s) issued for a new building  
37 or a building addition when:

38 a. a construction schedule is provided by the applicant and approved by the Building Official  
39 prior to permit issuance; or

40 b. a request to extend the permit up to 12 months, maximum, is received prior to the expiration of  
41 an issued permit.

42 An extension granted under 1.a. may be rescinded and the permit subject to expiration under 13.100.060

43 J.1. if a project fails to follow the approved construction schedule.  
44

45 2. An extension request to extend the expiration date of mechanical, electrical, and plumbing permits up  
46 to six (6) months, maximum, when received prior to the expiration of the permit.  
47

48 3. Right-of-Way (ROW) and clearing and grading permits associated with a subdivision or projects other  
49 than new buildings or building additions may be extended for up to twelve (12) months, maximum, when  
50 the extension request is received prior to the expiration of the issued permit.  
51

1 4. A thirty (30) day extension to an expired permit for the purpose of performing a final inspection and  
2 closing out the permit may be authorized as long as not more than one hundred eighty (180) days has  
3 passed since the permit expired. The thirty (30) day extension would commence on the date of written  
4 approval, provided no changes have been made or will be made in the plans or scope of work. If work  
5 required under a final inspection is not completed within the thirty (30) day extension period, the permit  
6 shall expire. One additional thirty (30) day extension may be authorized if conditions outside of the  
7 applicant's control are documented and the applicant provides a schedule to complete the permitted work.  
8

9 5. Permits that expire after one extension under 13.100.060 K. may apply for renewal subject to  
10 13.100.060 L.

11  
12 L. Permit Renewal. Construction Permits may be renewed one time, for a fee, provided no changes have  
13 been made to the originally approved plans.  
14

15 1. Construction permits for a new building(s) or building addition(s) and construction permits for site  
16 improvements associated with a new subdivision or short subdivision may be renewed for up to one (1)  
17 year, provided:

- 18 a. The request for renewal is received within one (1) year of the permit expiration date  
19 b. The one (1) year renewal period starts on the expiration date of the permit.  
20 c. For construction permits that have been expired for longer than one (1) year, a new application  
21 and construction documents must be submitted, a new permit must be obtained, and new permit  
22 fees paid.

23 2. Construction permits that are not associated with a new building(s) or building addition(s) may be  
24 renewed for up to six (6) months, provided:

- 25 a. The request for renewal is received within 6 months of the permit expiration date.  
26 b. The renewal period starts on the expiration date of the permit.  
27 c. For permits that have been expired for longer than six (6) months, a new application and  
28 construction documents must be submitted, a new permit must be obtained, and new permit fees  
29 paid.  
30

31 3. The renewal fee shall be the currently adopted fee in the permit fee schedule.  
32

33 4. Construction permits that have been renewed are not eligible for extension under 13.100.060 K. No  
34 permit shall be renewed more than once.  
35

36 M. Suspension, Revocation, or Limitation. The building official may suspend, revoke, or limit any  
37 permit issued whenever:

38 1. The permit holder has committed a code violation in the course of performing activities subject to that  
39 permit; or

40 2. The permit holder has interfered with the building official in the performance of his or her duties  
41 relating to that permit; or

42 3. The permit was issued in error, or on the basis of materially incorrect information supplied to the city  
43 by the permit holder; or

44 4. Permit fees or costs were paid to the city by check and returned from a financial institution marked  
45 nonsufficient funds (NSF) or canceled.

46 Such suspension, revocation or modification shall be carried out through the provisions of Chapter 1.15  
47 and shall be effective upon the compliance date established by the notice of violation. Such revocation,

1 suspension or cancellation may be appealed to the hearing examiner using the appeal provisions of this  
2 chapter.

3  
4 Notwithstanding any provision of this chapter, the Building Official may immediately suspend operations  
5 under any permit by issuing a stop work order as described in SMC 13.100.110.

6  
7 N. Hold on Future Permits. The Building Official may place a hold on the issuance of future construction  
8 permits on a property if:

- 9 1. A notice of violation or stop work order has been issued; and  
10 2. The appeal period has passed, or an appeal was brought but it was dismissed; and  
11 3. The violation has not been corrected and/or penalties or fines have not been paid; and  
12 4. The permits relate to the violation.

13 A hold on future permits will prevent the issuance of any construction permit for the subject property, and  
14 for the person responsible on any other property within the city, until the violation is resolved, corrective  
15 actions are taken and penalties are paid. The Building Official or Fire Marshal may use their discretion to  
16 issue exceptions to this subsection for emergencies or hazardous situations, or other situations they deem  
17 reasonable.

18 **13.100.070 Permit and plan review fees.**

19 A. A permit or permit revision shall not be issued until all fees owed to the City of SeaTac have been  
20 paid. The permit and plan review fees, together with other fees, including shall be as set forth in the most  
21 recently adopted City of SeaTac Fee Schedule.

22  
23 B. Project Valuation. The applicant for a permit shall provide an estimated project value at time of  
24 application. Project valuations shall include total value of work, including materials and labor, for which  
25 the permit is being issued such as electrical, gas, mechanical, plumbing equipment and other permanent  
26 systems. The project valuation shall be set by the Building Official.

27  
28 Project valuation shall be calculated based on the then-current August Building Valuation Data Square  
29 Foot Construction Costs Table published by the International Code Council or the actual value of the  
30 work for work not included in the published Table.

31 C. Work Commencing Before Permit Issuance. Any person who commences any work on a building,  
32 structure, electrical, gas, fuel tank, mechanical, plumbing, or fire suppression system, or begins work in  
33 the right-of-way, or conducts land clearing activity including grubbing, before obtaining the necessary  
34 permits shall be subject to an investigation fee. The fee shall be an amount equal to the permit fee with a  
35 minimum fee of one hour at the Standard Hourly Rate in the most recent City of SeaTac Fee Schedule .  
36 The investigation fee shall be in addition to the required plan review and permit fees.

37  
38 D. Refunds. A partial or full permit fee refund may be authorized as follows:

- 39  
40 1. A full refund if the fee was erroneously paid or collected; and  
41  
42 2. A partial refund of eighty percent (80%) if a request for refund has been received within 180  
43 days of the expiration of an application or the issuance of a permit, and for which no plan review has  
44 started or inspections have been conducted.  
45

1 3. Permits that were issued on the basis of incorrect, inaccurate, or incomplete information, or in  
2 violation of any ordinance, regulation, or codes are not eligible for refunds.

3  
4 13.100.100 Appeals.

5 A. Appeals to a decision by the Building Official shall be made to the Hearing Examiner.

6  
7 1. All references in the technical codes to the Board of Appeals shall be deemed to refer to the Hearing  
8 Examiner system of Chapter 1.20 SMC.

9  
10 2. The Hearing Examiner shall have no authority relative to interpretation of the administrative provisions  
11 of the technical codes nor shall the Hearing Examiner be empowered to waive requirements of the  
12 technical codes.

13  
14 B. Appeals to a decision by the Fire Marshal shall be made to the Hearing Examiner. All references in the  
15 fire code and adopted International Fire Code to the Fire Code Board of Appeals shall be deemed to refer  
16 to the Hearing Examiner system of Chapter 1.20 SMC.

17  
18 13.100.110 Stop work orders.

19 A. Whenever the Building Official finds any work regulated by this title being performed in a manner  
20 either contrary to the provisions of this code, or dangerous or unsafe, the Building Official or designee is  
21 authorized to issue a stop work order.

22  
23 B. The stop work order shall be in writing and shall be given to the owner of the property involved, or to  
24 the owner's agent, or to the person doing the work. When practical, the stop work order shall also be  
25 posted upon the site. Upon issuance of a stop work order, the cited work shall immediately cease. The  
26 stop work order shall state the reason for the order, and the conditions under which the cited work will be  
27 permitted to resume.

28  
29 C. Failure to stop work or removal of a posted stop work order by anyone other than an authorized  
30 representative of the Building Official may result in civil penalties as set forth in SMC 1.15.025 C.

31  
32 D. Appeal of a Stop Work Order. A stop work order may be appealed according to the procedures  
33 prescribed in SMC Chapter 1.20. Failure to appeal the stop work order within fourteen (14) days renders  
34 the stop work order a final determination that the civil code violation occurred, and that work was  
35 properly ordered to cease.

36  
37 13.100.120 Violations not subject to the notice and order procedures. Violation of the provisions of  
38 Section 108.4.1 and 108.5 of the International Property Maintenance Code, as adopted by reference in  
39 Chapter 13.210 SMC, as now or may be subsequently amended, shall be a misdemeanor, punishable by a  
40 fine of up to one thousand dollars (\$1,000) or a jail sentence of up to ninety (90) days, or both, and the  
41 violation shall be a strict liability offense.

42  
43 **13.100.130 Copies Available.**

44 On behalf of the City Clerk, one (1) copy of each of the codes adopted by Title 13 shall be available to the  
45 public for viewing.

1 **Chapter 13.110**

2 **BUILDING CODE**

3 Sections:

- 4 13.110.010 Building Code.
- 5 13.110.020 International Building Code.
- 6 13.110.030 International Residential Code.
- 7 13.110.040 International Existing Building Code.
- 8 13.110.050 International Wildland Urban Interface Code

9 **13.110.010 Building Code.**

10 The International Building Code, International Residential Code, the International Existing Building  
11 Code, and the International Wildland Urban Interface Code, all published by the International Code  
12 Council and adopted and amended by this chapter, shall collectively be referred to as the Building Code.

13 **13.110.020 International Building Code.**

14 The most current edition of the International Building Code, including Appendix E, as amended by the  
15 Washington State Building Code Council and published in Chapter 51-50 WAC is hereby adopted by  
16 reference as now or hereafter amended, with the following additions and exceptions:

17 ...

18 **13.110.030 International Residential Code.**

19 The most current edition of the International Residential Code, including Appendix F, Appendix Q and  
20 Appendix U, as amended by the Washington State Building Code Council and published in Chapter 51-  
21 51 WAC is hereby adopted by reference as now or hereafter amended, with the following additions and  
22 exceptions:

23 A. Table R301.2, Climate and Geographic Design Criteria, is hereby amended to read as follows:

Ground/Roof Snow Load:	20 psf with drift calculations 25 psf without drift calculations
Wind Speed:	85 mph
Topographic Effects:	No
Seismic Design Category:	D2
Subject to Damage From:	
Weathering:	Moderate
Frost Line Depth:	18 inches
Termite:	Slight to Moderate
Decay:	Slight to Moderate
Outside Design Temperatures:	24F Heat; 83F Cool.
Ice Shield Underlayment Required:	No

Flood Hazards:	FEMA # 530320
Air Freezing Index:	50
Mean Annual Temperature:	51.4

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...

**13.110.040 International Existing Building Code.**

The most current edition of the International Existing Building Code as amended by the Washington State Building Code Council and published in Chapter 51-50 WAC is hereby adopted by reference, as now or hereafter amended.

**13.110.050 International Wildland Urban Interface Code.**

The most current edition of the International Wildland Urban Interface Code as amended by the Washington State Building Code Council and published in Chapter 51-55 WAC is hereby adopted by reference, as now or hereafter amended.

1 **Chapter 13.150**

2 **FIRE CODE**

3 Sections:

- 4 13.150.010 Adoption.  
5 13.150.015 Applicability of Port of Seattle Fire Codes.  
6 13.150.020 Amendments to Chapter 1, Scope and Administration.  
7 13.150.030 Amendments to Chapter 2, Definitions.  
8 13.150.040 Amendments to Chapter 3, General Requirements.  
9 13.150.050 Amendments to Chapter 4, Emergency Planning and Preparedness.  
10 13.150.060 Amendments to Chapter 5, Fire Service Features.  
11 13.150.070 Amendments to Chapter 6, Building Services and Systems.  
12 13.150.080 Amendments to Chapter 7, Fire and Smoke Prevention Features.  
13 13.150.090 Amendments to Chapter 9, Fire Protection Systems.  
14 13.150.100 Amendments to Chapter 11, Fire Safety Requirements for Existing Buildings.  
15 13.150.110 Amendments to Chapter 80, Reference Standards.  
16 13.150.120 Amendments to Appendix B, Fire-Flow Requirements for Buildings.  
17 13.150.270 Automatic location identifier – Enhanced 911.

18  
19 **13.150.010 Adoption.**

20 The most current edition of the International Fire Code, with Appendix B, as published by the  
21 International Code Council and as amended by the State Building Code Council and published in Chapter  
22 51-54A WAC, is hereby adopted by reference as now or hereafter amended, with the following additions  
23 and exceptions: ...

24 B. Subsection 105.5 amended to read as follows:

25 **105.5 Required operational permits.** The fire code official is authorized to issue operational permits for  
26 the operations set forth in Sections 105.5.1 through 105.5.60.

27 C. Subsection 105.5.32 amended to read as follows:

28 **105.5.32 Mobile food preparation vehicles.** A permit is required for mobile preparation vehicles  
29 equipped with appliances that produce smoke or grease-laden vapors or utilize LP-gas systems or CNG  
30 systems.

31 **Exception:** Mobile food preparation vehicles which are not parked or visiting a location for more than  
32 three consecutive calendar days.

33 D. Subsection 105.5.53 is added to read as follows:

34 **105.5.53 Commercial Kitchen.** An operational permit is required for all commercial kitchens with type I  
35 hood systems.

36 **Exception:** No fee will be required if another operational fire permit in accordance with Section 105.5 is  
37 issued for the occupancy. E. Subsection 105.5.54 is added to read as follows:

38 **105.5.54 Emergency and standby power systems.** An operational permit is required for code required  
39 emergency or standby power systems identified in NFPA 110.

40 F. Subsection 105.5.55 is added to read as follows:



1 **105.5.55 Fire Protection System Contractor.** An operational permit is required for all companies  
2 performing any installation, inspection, service, maintenance, or repair of any fire protection system.

3 G. Subsection 105.5.56 is added to read as follows:

4 **105.5.56 Commercial Kitchen Hood and Duct Systems Contractor.** An operational permit is required  
5 for all companies performing any inspection or cleaning of commercial kitchen hood and duct systems.

6 H. Subsection 105.5.574 is added to read as follows:

7 **105.5.57 Powder Actuated Fasteners.** For parcels zoned Aviation Operations (“AVO”) or Aviation  
8 Commercial (“AVC”), an operational permit is required for any activities utilizing powder actuated  
9 fasteners.

10 I. Subsection 105.5.58 is added to read as follows:

11 **105.5.58 Food Trucks.** For parcels zoned Aviation Operations (“AVO”) or Aviation Commercial  
12 (“AVC”), an operational permit is required for any activities utilizing food trucks.

13 J. Subsection 105.5.59 is added to read as follows:

14 **105.5.59 Use of Aircraft Hangars or Warehouses for an event.** For parcels zoned Aviation Operations  
15 (“AVO”) or Aviation Commercial (“AVC”), an operational permit is required for any activities utilizing  
16 an aircraft hangar or warehouse for an event with more than 100 people.

17 K. Subsection 105.5.60 is added to read as follows:

18 **105.5.60 Fuel Storage Tanks.** For parcels zoned Aviation Operations (“AVO”) or Aviation Commercial  
19 (“AVC”), an operational permit is required for any activities utilizing fuel storage tanks.

20 L. Subsection 105.6 is amended to read as follows:

21 **105.6 Required construction permits.** The fire code official is authorized to issue construction permits  
22 for work set forth in Sections 105.6.1 through 105.6.26.

23 M. A new subsection 105.6.26 is added to read as follows:

24 **105.7.26 Emergency and standby power systems.** A construction permit is required for the installation  
25 of a code required emergency or standby power systems identified in NFPA 110.

26 N. Subsection 107.4 is amended to read as follows:

27 **107.4 Work commencing before permit issuance.** When work is started or proceeded prior to obtaining  
28 approval or required permits, the ordinary fees shall be doubled. The payment of such double fee shall not  
29 relieve any persons from fully complying with the requirement of this code in the execution of the work  
30 nor from any other penalties prescribed by this code.

31 O. Subsection 109.3 is amended to read as follows:

32 **109.3 Recordkeeping.** A record of periodic inspections, tests, servicing and other operations and  
33 maintenance shall be maintained on the premises or other approved location for not less than 3 years, or a  
34 different period of time where specified in this code or referenced standards.

- 35 1. Records shall be made available for inspection by the Fire Code Official, and a copy of the  
36 records shall be provided to the Fire Code Official upon request.

2. The Fire Code Official is authorized to prescribe the form and format of such recordkeeping.
3. The Fire Code Official is authorized to require that certain required records be filed with the Fire Code Official.
4. All reports must be filed with the Compliance Engine ([www.TheComplianceEngine.com](http://www.TheComplianceEngine.com)) within 14 days of the reportable activity.

P. Section 111 is amended to read as follows:

**111 Means of Appeals.** The Hearing Examiner shall constitute the board of appeals for all matters concerning the application of the technical codes. Appeals to the hearing examiner shall be made pursuant to Chapter 13.100.100 SMC.

Q. Subsection 112.4 is amended to read as follows:

**112.4 Violation Penalties.** Persons who shall violate a provision of this code or shall fail to comply with any of the requirements thereof or who shall erect, install, alter, repair or do work in violation of the approved construction documents or directive of the fire code official, or of a permit or certificate used under provisions of this code, shall be guilty of a misdemeanor, punishable by a fine of not more than one thousand (1,000) dollars or by imprisonment of not more than 90 days, or both such fine and imprisonment. Each day that a violation continues after due notice has been served shall be deemed a separate offense.

R. Subsection 113.4 is amended to read as follows:

**113.4 Failure to comply.** Any person who shall continue any work after having been served with a stop work order, except such as that person is directed, by the City, to perform or remove a violation or unsafe condition, shall be liable to a fine of not less than one hundred (\$100.00) dollars or more than double the amount.

...

### **13.150.060 Amendments to Chapter 5, Fire Service Features.**

A. Subsection 503.1.1 is amended as follows:

**503.1.1. Buildings and Facilities.** Approved fire apparatus access roads shall be provided for every facility, building or portion of a building hereafter constructed or moved into or within the jurisdiction. The fire apparatus access road must comply with the requirements of this section and shall extend within 150 feet of all portions of the facility and all portions of the exterior wall of the first story of the building as measured by an approved route around the building or facility.

**Exception:** The Fire Code Official is authorized to increase the distance:

1. Up to 300 feet where the building is equipped throughout with an approved automatic fire sprinkler system.
2. Where the fire apparatus access roads cannot be installed because of location on property, topography, waterways, nonnegotiable grades or other similar conditions, and an approved alternative means of fire protection is provided.
3. There are no more than two Group R-3 or Group U occupancies.

1 B. Subsection 503.1.2 is amended as follows:

2 **503.1.2 Additional Access.** The Fire Code Official is authorized to require more than one fire apparatus  
3 access road based on the potential for impairment of a single road by vehicle congestion, condition of the  
4 terrain, climatic conditions or other factors that could limit access.

5

6 C. Subsection 503.2.1 is amended to read as follows:

7 **503.2.1 Dimensions.** The following minimum dimensions shall apply for fire apparatus access roads:

8 1. Fire apparatus access roads shall have an unobstructed width of not less than 20 feet, except for  
9 approved security gates in accordance with section 503.6, and an unobstructed vertical clearance of  
10 not less than 13 feet 6 inches.

11 2. All fire apparatus access road routes shall be approved.

12 3. Where a fire hydrant is located on a fire apparatus access road, the minimum road width shall be 26  
13 feet for 20 feet on both sides of the hydrant operating nut and shall be marked as a fire lane per  
14 Section 503.3.

15 **Exception:** When the fire apparatus access road is serving no more than 2 single family houses and all are  
16 equipped with approved automatic system, the Fire Code Official may approve a reduced width, but the  
17 reduction shall not be less than 16 feet wide. D. Subsection 503.2.3 is amended to read as follows:

18 **503.2.3 Surface.** Facilities, buildings, or portions of buildings constructed shall be accessible to fire  
19 department apparatus by way of an approved fire apparatus access road with asphalt- or concrete capable  
20 of supporting the imposed load of fire apparatus weighing at least 30 tons in accordance with the King  
21 County Road Standards.

22 E. Subsection 503.2.5 is amended to read as follows:

23 **503.2.5 Dead ends.** Dead-end fire apparatus access roads in excess of 150 feet in length shall be provided  
24 with an approved turnaround.

25 **Exception:** The Fire Code Official is authorized to increase the length up to 300 feet for dead-end  
26 access roads when all of the following apply:

27 1. The road serving no more than 4 single-family homes that are equipped throughout with an  
28 approved automatic fire sprinkler system.

29 2. The road shall have an unobstructed width of not less than 20 feet, and an unobstructed vertical  
30 clearance of not less than 13 feet 6 inches.

31 3. Where the vertical distance between the grade plane and the highest point of the roof eave is  
32 no more than 30 feet for any of the structures served by the fire access road. F. Subsection 503.2.6  
33 is amended to read as follows:

34 **503.2.6 Bridges and elevated surfaces.** Where a bridge or an elevated surface is part of a fire apparatus  
35 access road, the bridge or elevated surface shall be constructed and maintained in accordance with  
36 specifications established by the fire code official and the public works director, or their designees; at a

1 minimum, however, the bridge or elevated surface shall be constructed and maintained in accordance with  
2 AASHTO Standard Specifications for Highway Bridges.

3 1. Bridges and elevated surfaces shall be designed for a live load sufficient to carry 30 or more ton  
4 fire apparatus, the total imposed load to be determined by the fire code official.

5 2. Vehicle load limits shall be posted at both entrances to bridges when required by the fire code  
6 official.

7 3. Where elevated surfaces designed for emergency vehicle use are adjacent to surfaces which are not  
8 designed for such use, approved barriers, approved signs or both shall be installed and maintained  
9 when required by the fire code official.

10 G. Subsection 503.2.7 is amended to read as follows:

11 **503.2.7 Grade.** Fire apparatus access roads shall comply with the following:

12 1. Fire apparatus access roads shall not exceed 15 percent longitudinally and/or 6 percent laterally in  
13 grade.

14 2. Driveway approach and departure angles shall not exceed 10 percent for the first 75 feet measured  
15 from the right-of-way, unless otherwise approved by the fire code official.

16 H. Subsection 503.3 is amended to read as follows:

17 **503.3 Marking.** Fire apparatus access roads shall be marked whenever necessary to maintain the  
18 unobstructed minimum required width of roadways. Subject to the fire code official's prior written  
19 approval, marked fire apparatus access roads, or fire lanes, may be established or relocated at the time of  
20 plan review, pre-construction site inspection, and/or post construction site inspection as well as any time  
21 during the life of the occupancy. Only those fire apparatus access roads established by the fire code  
22 official can utilize red marking paint and the term fire lane. Fire lanes shall be marked as directed by the  
23 fire code official with one or more of the following types of marking in accordance with the City of  
24 SeaTac Design and Construction Standards:

25 **503.3.1 Type 1.** Type 1 marking shall be installed to identify fire lanes on hammerhead turnarounds,  
26 commercial and multi-family developments or as directed by the fire code official. The following shall  
27 apply to Type 1 marking:

28 1. Curbs shall be identifiable by red traffic paint with a 6 inch wide stripe on the top and front,  
29 extending the length of the designated fire lane.

30 2. Rolled curbs shall be identified by red traffic paint with a 6 inch wide stripe on the upper most  
31 portion of the curb, extending the length of the designated fire lane.

32 3. Lanes without curbs shall be identified by red traffic paint with a 6 inch wide stripe on the  
33 pavement, extending the length of the designated fire lane.

34 4. The words "NO PARKING – FIRE LANE" shall be in 3 inch stroke white letters 18 inches in  
35 height, and placed 8 inches measured perpendicular from the red paint stripe on the pavement.  
36 Locations and intervals will be designated by the fire code official; marking will not exceed 50 feet  
37 apart. In most cases, both sides of the access road shall be marked. Where long drives are to be  
38 marked, the repetition shall alternate sides of the drive.

1 **503.3.2 Type 2.** Type 2 marking shall be installed to identify fire lanes in one- and two-family dwelling  
2 developments, or as directed by the fire code official. The following shall apply to Type 2 marking:

- 3 1. Type 2 marking requires metal signs stating “NO PARKING – FIRE LANE” to be installed at  
4 intervals or locations designated by the fire code official; signage will not exceed 150 feet apart.
- 5 2. The signs shall measure 12 inches in width and 18 inches in height and have red letters on a white  
6 background. Bottom of sign shall be a minimum of 7 feet from the curb. Signs shall be nominally  
7 parallel to the road, facing the direction of travel.
- 8 3. The sign shall be installed on an approved metal post.

9 **Exception:** On construction sites, approved portable or temporary sign posts and bases may be used.

- 10 4. Where fire lanes are adjacent to buildings or structures and when approved or directed by the fire  
11 code official, the signs may be placed on the face of the building or structure.

12 **503.3.3. Type 3.** Type 3 marking shall be installed to address situations where neither Type 1 or 2  
13 marking are effective or as directed by the fire code official.

- 14 1. Specific areas designated by the fire code official shall be marked with diagonal striping across the  
15 width of the fire lane. Diagonal marking shall be used in conjunction with painted curbs and/or edge  
16 striping and shall run at an angle of 30 to 60 degrees from one side to the other. These diagonal lines  
17 shall be in red traffic paint, parallel with each other, at least 6 inches in width, and 24 inches apart.  
18 Lettering shall occur as with Type 1 marking.

19 I. Subsection 503.5 is amended as follows:

20 **503.5. Required gates or barricades.** The fire code official is authorized to require the installation and  
21 maintenance of gates or other approved barricades across fire apparatus access roads, trails, or other  
22 accessways, not including public streets, alleys, or highways. Installations shall meet the following:

- 23 1. Electric gate operators, where provided shall be listed in accordance with UL 325.
- 24 2. Gates intended for automatic operation shall be designed, constructed, and installed to comply  
25 with the requirements of ASTM F 2200 and must be equipped with “Click 2 Enter” or similar  
26 equipment that is approved by the fire code official, that allows for operations of the gate by fire  
27 and police personnel via their vehicle mobile radio, on a dedicated radio frequency, with a hold-  
28 open for a specified amount of time.
- 29 3. Gates over the fire apparatus access road that are intended for automatic operation shall be  
30 designed to operate during a loss of power or fail in the open position.
- 31 4. Gates shall be at a minimum as wide as the required access road width.
- 32 5. If manually operated, a Knox padlock is required if the gate is locked.
- 33 6. Installations must be set back 40 feet from the roadway edge of pavement.

34 **Exception:** Automated gates meeting the requirements of item 2 of this subsection.

35 J. Subsection 503.6 is amended as follows:

1 **503.6 Security gates, bollards, and other obstructions.** The installation of security gates,  
2 bollards, and other obstructions across a fire apparatus access road shall be approved by the fire  
3 code official. Where installed, they shall have an approved means of emergency operation. The  
4 installation and emergency operation shall be maintained operational at all times. The installation  
5 of security gates, bollards and other obstructions shall be in accordance with 503.5. The use of  
6 directional-limiting devices (tire spikes) is prohibited. K. Subsection 503.7 is added to read as  
7 follows:

8 **503.7 Establishment of fire lanes.** Fire lanes in conformance with this code shall be established by the  
9 Fire Chief or his/her authorized designee, and shall be in accordance with 503.7.1 through 503.7.9.

10 **503.7.1 Obstruction of fire lanes prohibited.** The obstruction of a designated fire lane by a parked  
11 vehicle or any other object is prohibited and shall constitute a traffic hazard as defined in State law and an  
12 immediate hazard to life and property.

13 **503.7.2 Existing fire lane signs and markings.** The following signs and markings shall be provided:

14 1. Signs (minimum nine-inch by 16-inch) may be allowed to remain until there is a need for  
15 replacement and at that time the sign shall meet the requirements of section 503.3.2.

16 2. Markings may be allowed to remain until there is a need for repainting and at that time the  
17 provisions outlined in 503.3 shall be complied with.

18 **503.7.3 Maintenance.** Fire lane markings shall be maintained at the expense of the property owner(s) as  
19 often as needed to clearly identify the designated area as being a fire lane.

20 **503.7.4 Towing notification.** At each entrance to property where fire lanes have been designated, signs  
21 shall be posted in a clearly conspicuous location and shall clearly state that vehicles parked in fire lanes  
22 may be impounded, and the name, telephone number, and address of the towing firm where the vehicle  
23 may be redeemed.

24 **503.7.5 Responsible property owner.** The owner, manager, or person in charge of any property upon  
25 which designated fire lanes have been established shall prevent the parking of vehicles or placement of  
26 other obstructions in such fire lanes.

27 **503.7.6 Violation – Penalty.** Any person who fails to mark or maintain the marking of a designated fire  
28 lane as prescribed herein, or who obstructs or allows the obstruction of a designated fire lane, , shall be  
29 deemed to have committed a Class 2 civil infraction. The penalty for violation of this section shall be a  
30 maximum monetary penalty of one hundred twenty-five dollars (\$125.00), not including statutory  
31 assessments.

32 **503.7.7 Violation – Civil penalty.** In addition to, or as an alternate to, the penalties specified above, the  
33 City is authorized to enforce all provisions of this chapter, specifically including civil penalties, pursuant  
34 to Chapter [1.15](#) SMC.

35 **503.7.8 Impoundment.** Any vehicle or object obstructing a designated fire lane is declared a traffic  
36 hazard and may be abated without prior notification to its owner by impoundment pursuant to the  
37 applicable State law. The owner or operator shall be responsible for all towing and impound charges.

38 L. Subsection 503.8 is added to read as follows:



1 **503.8 Commercial and Industrial Developments.** The fire apparatus access roads serving commercial  
2 and industrial developments shall be in accordance with Sections 503.8.1 through 503.8.3.

3 **503.8.1 Buildings exceeding three stories or 30 feet in height.** Buildings or facilities exceeding 30 feet  
4 or three stories in height shall have at least two means of fire apparatus access for each structure.

5 **503.8.2 Buildings exceeding 62,000 square feet in area.** Buildings or facilities having a gross building  
6 area of more than 62,000 square feet shall be provided with two separate and approved fire apparatus  
7 access roads.

8 **Exception:** Projects having a gross building area of up to 124,000 square feet that have a single  
9 approved fire apparatus access road when all buildings are equipped throughout with approved  
10 automatic sprinkler systems.

11 **503.8.3 Remoteness.** Where two access roads are required, they shall be placed a distance apart equal to  
12 not less than one half of the length of the maximum overall diagonal dimension of the property or area to  
13 be served, measured in a straight line between accesses or as approved by the fire code official and the  
14 fire chief.

15 M. Subsection 503.9 is added to read as follows:

16 **503.9 Aerial fire apparatus roads.** The fire apparatus access roads that accommodate aerial fire  
17 apparatus shall be in accordance with Sections 503.9.1 through 503.9.3.

18 **503.9.1 Where required.** Buildings or portions of buildings or facilities exceeding 30 feet in height  
19 above the lowest level of fire department access shall be provided with approved fire apparatus access  
20 roads that are capable of accommodating fire department aerial apparatus.

21 **503.9.2 Width.** Fire apparatus access roads shall have a minimum unobstructed width of 26 feet in the  
22 immediate vicinity of any building or portion of building more than 30 feet in height.

23 **503.9.3 Proximity to building.** At least one of the required access routes meeting this condition shall be  
24 positioned parallel to one entire side of the building. The location of the parallel access route shall be  
25 approved.

26 **503.9.4 Obstructions.** Overhead utility and power lines shall not be located over the aerial fire apparatus  
27 access roads or between the aerial apparatus access road and the building. Other obstructions shall be  
28 permitted to be placed with the approval of the *fire code official*.

29 N. Subsection 503.10 is added to read as follows:

30 **503.10 Multi-family residential developments.** The fire apparatus access roads serving For mmulti-  
31 family residential developments shall be in accordance with Sections 503.10.1 through 503.10.3.

32 **503.10.1 Projects having more than 100 dwelling units.** Multi-family residential projects having more  
33 than 100 dwelling units shall be provided with two separate and approved fire apparatus access roads.

34 **Exception:** Projects having up to 200 dwelling units may have a single approved fire apparatus  
35 access road when all buildings, including nonresidential occupancies, are equipped throughout with  
36 approved automatic sprinkler systems installed in accordance with Section 903.3.1.1 or 903.3.1.2.



1 **503.10.2 Projects having more than 200 dwelling units.** Multi-family residential projects having more  
2 than 200 dwelling units shall be provided with two separate and approved fire apparatus access roads  
3 regardless of whether they are equipped with an approved automatic sprinkler system.

4 **503.10.3 Remoteness.** Where two access roads are required, they shall be placed a distance apart equal to  
5 not less than one half of the length of the maximum overall diagonal dimension of the property or area to  
6 be served, measured in a straight line between accesses or as approved by the fire code official and fire  
7 chief.

8 O. Subsection 503.11 is added to read as follows:

9 **503.11 One- and Two-family residential developments with more than 30 dwelling units.** The fire  
10 apparatus access roads serving one and two-family residential developments with more than 30 dwelling  
11 units shall be in accordance with Sections 503.11.1 and 503.11.2.

12 **503.11.1 Projects having more than 30 dwelling units.** Developments of one- or two-family dwellings  
13 where the number of dwelling units exceed 30 shall be provided with two separate and approved fire  
14 apparatus access roads.

15 **Exceptions:**

16 1. Where there are more than 30 dwelling units on a single public or private fire apparatus access  
17 road and all dwelling units are equipped throughout with approved automatic sprinkler systems  
18 installed in accordance with Section 903.3.1.1, 903.3.1.2, or 903.3.1.3 of the International Fire  
19 Code, access from two directions shall not be required.

20 2. The number of dwelling units on a single fire apparatus access road shall not be increased unless  
21 fire apparatus

22 access roads will, within a reasonable time, connect with future development, as determined by the  
23 fire code official.

24 **503.11.2 Remoteness.** Where two access roads are required, they shall be placed a distance apart equal to  
25 not less than one half of the length of the maximum overall diagonal dimension of the property or area to  
26 be served, measured in a straight line between accesses or as approved by the fire code official and fire  
27 chief.

28 P. Subsection 503.12 is added to read as follows:

29 **503.12 Underground structures.** Installation of underground structures under or within 10 feet of fire  
30 apparatus access roads shall be designed using approved criteria. The criteria shall accommodate for the  
31 loading of fire department aerial apparatus unless otherwise approved.

32 Q. Subsection 504.4 is added to read as follows:

33 **504.4. Buildings with interior courtyards.** New buildings with enclosed interior courtyards shall have a  
34 straight/direct access corridor and/or stairway from the exterior to the courtyard at a location acceptable to  
35 the fire code official. If a stairway is used it shall comply with Section 1011 and a corridor shall comply  
36 with Section 1020. The access shall have a minimum width of 5 feet and be large enough to carry a 35-  
37 foot-long sectional ladder (minimum folded length 20 feet) directly from the exterior to the courtyard  
38 without obstructions. The access door shall be marked at the street as "Direct Fire Access to Courtyard".

1 R. Subsection 506.1 is amended as follows:

2 **506.1. Where required.** Where access to or within a structure or an area is restricted because of secured  
3 openings or where immediate access is necessary for life-saving or firefighting purposes, the fire code  
4 official is authorized to require a key box/vault to be installed. The key box shall be a Knox KLS product  
5 listed in accordance with UL 1037 and shall contain keys to gain necessary access. The location, key box  
6 and key requirements shall be in accordance with the Rapid Entry System Policy of the Puget Sound  
7 Regional Fire Authority.

8 S. Subsection 506.3 is added to read as follows:

9 **506.3. Compliance.** Compliance with this chapter shall be in accordance with the following:

- 10 1. Newly constructed buildings not yet occupied or buildings currently under construction and all  
11 buildings applying for a certificate of occupancy, shall comply prior to occupancy, permit final or  
12 approval of any certificate.  
13 2. Existing buildings without existing key boxes shall comply within 180 days of notification.  
14 3. Existing buildings, gates, or barriers with non-compliant key boxes or locks installed shall comply  
15 within 1 year of notification.

16

17 T. Subsection 507.5.6 is amended to read as follows:

18 **507.5.6 Physical protection.** Where fire hydrants are subject to impact by a motor vehicle, guard posts  
19 shall be designed and installed in accordance with the local water purveyor's design and construction  
20 standards.

21 U. Subsection 507.5.7 is amended to read as follows:

22 **507.5.7 Fire hydrant.** Fire hydrants shall be designed and installed in accordance with the local water  
23 purveyor's design and construction standards.

24 V. Subsection 507.5.8 is amended to read as follows:

25 **507.5.8 Backflow prevention.** All private fire systems shall be isolated by an approved method from the  
26 local water purveyor.

27 W. Subsection 507.6 is amended to read as follows:

28 **507.6 Capacity for residential areas.** All hydrants installed in single family residential areas shall be  
29 capable of delivering 1,500 gpm fire flow over and above average maximum demands at the farthest point  
30 of the installation.

31 X. Subsection 507.7 is amended to read as follows:

32 **507.7 Spacing.** The spacing of hydrants shall be in accordance with Sections 507.7.1 through 507.7.5.

33 **507.7.1 Single family.** The maximum fire hydrant spacing serving single family residential areas shall be  
34 600 feet.

1 **507.7.2 Commercial, industrial and multi-family.** The maximum fire hydrant spacing serving  
2 commercial, industrial, multi-family or other areas shall be 300 feet.

3 **507.7.3 Medians.** Where streets are provided with median dividers which cannot be crossed by  
4 firefighters pulling hose lines hydrants shall be provided on each side of the street and be arranged on an  
5 alternating basis.

6 **507.7.4 Arterials.** Where arterial streets are provided with four or more traffic lanes hydrants shall be  
7 provided on each side of the street and be arranged on an alternating basis.

8 **507.7.5 Transportation.** Where new water mains are extended along streets where hydrants are not  
9 needed for protection of structures or similar fire problems, fire hydrants shall be provided at a spacing  
10 not to exceed 1,000 feet to provide for transportation hazards.

11 Y. Subsection 507.8 is amended to read as follows:

12 **507.8 Required hydrants.** The number of hydrants required for a property shall be based on the  
13 calculated fire flow. The first hydrant will be calculated for up to 1,500 gpm. An additional hydrant is  
14 required for every 1,000 gpm, or fraction thereof. The required hydrants shall be within 600 feet of the  
15 property on a fire apparatus road, as measured by an approved method.

16 Z. Subsection 507.9 is amended to read as follows:

17 **507.9 Notification.** The owner of property on which private hydrants are located and the public agencies  
18 that own or control public hydrants must provide the fire code official with the following written service  
19 notifications in accordance with 507.9.1 and 507.9.2.

20 **507.9.1 In-service notification.** The fire code official shall be notified when any newly installed hydrant  
21 is placed into service.

22 **507.9.2 Out-of-service notifications.** Where any hydrant is out of service or has not yet been placed in  
23 service, the hydrant shall be identified as being out of service and shall be appropriately marked as out of  
24 service, by a method approved by the fire code official.

25 AA. Subsection 507.10 is amended to read as follows:

26 **507.10 Building permit requirements.** No building permit shall be issued until all plans required by this  
27 section have been approved in accordance with the provisions of this section.

28 No construction beyond the foundation shall be allowed until all hydrants and mains required by this  
29 section are in place and approved.

30 BB. Subsection 508.1 is amended to read as follows:

31 **508.1 General.** Where required by other sections of the code and in all buildings classified as high-rise or  
32 those buildings used as an airport terminal, a fire command center for fire department operations shall be  
33 provided and shall comply with Sections 508.1.1 through 508.1.6.

34 CC. Section 510 is amended to read as follows:

1 **510.1 Emergency responder radio coverage in new buildings.** Approved radio coverage for emergency  
2 responders shall be provided within buildings meeting any of the following conditions:

- 3 1. High rise buildings;
- 4 2. The total building area is 50,000 square feet or more;
- 5 3. The total basement area is 10,000 square feet or more; or
- 6 4. There are floors used for human occupancy more than 30 feet below the finished floor of the  
7 lowest level of exit discharge.
- 8 5. Buildings or structures where the Fire or Police Chief determines that in-building radio coverage  
9 is critical because of its unique design, location, use or occupancy.

10 The radio coverage system shall be installed in accordance with Sections 510.5.1 through 510.5.5  
11 of this code and with the provisions of NFPA 1221. This section shall not require improvement of  
12 the existing public safety communication systems.

13 **Point of Information**

14 When determining if the minimum signal strength referenced 510.4.1.1 exists at a subject building,  
15 the signal strength shall be measured at any point on the exterior of the building up to the highest  
16 point on the roof.

17 **Exceptions:**

- 18 1. Buildings and areas of buildings that have minimum radio coverage signal strength levels of the  
19 King County Regional 800 MHz Radio System within the building in accordance with Section  
20 510.4.1 without the use of a radio coverage system.
- 21 2. In facilities where emergency responder radio coverage is required and such systems,  
22 components or equipment required could have a negative impact on the normal operations of that  
23 facility, the fire code official shall have the authority to accept an automatically activated  
24 emergency responder radio coverage system.
- 25 3. One- and two-family dwellings and townhouses.

26 **510.2 Emergency responder radio coverage in existing buildings.** Existing buildings shall be provided  
27 with approved radio coverage for emergency responders as required in Chapter 11.

28 **510.3 Permit required.** A construction permit for the installation of or modification to emergency  
29 responder radio coverage systems and related equipment is required as specified in Section 105.7.6.  
30 Maintenance performed in accordance with this code is not considered a modification and does not  
31 require a permit.

32 **Point of Information**

33 Prior coordination and approval from the Public Safety Radio System Operator is required before  
34 installation of an Emergency Responder Radio System. Until 2022, such approval is required from  
35 EPSCA, King County, Seattle or ValleyCom depending on the location of the installation. In 2022  
36 PSERN will be the single operator of a county wide system.

1 In order to be forward compatible, designers and contractors should be aware of PSERN's  
2 requirements for Distributed Antenna Systems which can be found via  
3 <https://psern.org/requirements/>

4 **510.4 Technical requirements.** Systems, components and equipment required to provide the emergency  
5 responder radio coverage system shall comply with Sections 510.4.1 through 510.4.2.8.

6 **510.4.1 Emergency responder communication enhancement system signal strength.** The building  
7 shall be considered to have acceptable emergency responder communications enhancement system  
8 coverage when signal strength measurements in 95 percent of all areas on each floor of the building meet  
9 the signal strength requirements in Sections 510.4.1.1 through 510.4.1.3.

10 **Exception:** Critical areas, such as the fire command center(s), the fire pump room(s), interior exit  
11 stairways, exit passageways, elevator lobbies, standpipe cabinets, sprinkler sectional valve  
12 locations, and other areas required by the fire code official, shall be provided with 99 percent floor  
13 area radio coverage.

14 **510.4.1.1 Minimum signal strength into the building.** The minimum inbound signal strength shall be  
15 sufficient to provide usable voice communications throughout the coverage area as specified by the fire  
16 code official. The inbound signal level shall be a minimum of -95 dBm in 95% of the coverage area and  
17 99% in critical areas and sufficient to provide not less than a Delivered Audio Quality (DAQ) of 3.0 or an  
18 equivalent Signal-to-Interference-Plus-Noise Ratio (SINR) applicable to the technology for either analog  
19 or digital signals.

20 **510.4.1.2 Minimum signal strength out of the building.** The minimum outbound signal strength shall  
21 be sufficient to provide usable voice communications throughout the coverage area as specified by the  
22 fire code official. The outbound signal level shall be sufficient to provide not less than a DAQ of 3.0 or an  
23 equivalent SINR applicable to the technology for either analog or digital signals. A minimum signal  
24 strength of -95 dBm shall be received by the King County Regional 800 MHz Radio System when  
25 transmitted from within the building.

26 **510.4.1.3 System performance.** Signal strength shall be sufficient to meet the requirements of the  
27 applications being utilized by public safety for emergency operations through the coverage area as  
28 specified by the radio system manager in Section 510.4.2.2.

29 **510.4.2 System design.** The emergency responder radio coverage system shall be designed in accordance  
30 with Sections 510.4.2.1 through 510.4.2.8 and NFPA 1221.

31 **510.4.2.1 Amplification systems and components.** Buildings and structures that cannot support the  
32 required level of radio coverage shall be equipped with systems and components to enhance the public  
33 safety radio signals and achieve the required level of radio coverage specified in Sections 510.4.1 through  
34 510.4.1.3. Public safety communications enhancement systems utilizing radio-frequency-emitting devices  
35 and cabling shall be allowed by the Public Safety Radio System Operator. Prior to installation, all RF-  
36 emitting devices shall have the certification of the radio licensing authority and be suitable for public  
37 safety use.

38 **510.4.2.2 Technical criteria.** The Public Safety Radio System Operator shall provide the various  
39 frequencies required, the location of radio sites, the effective radiated power of radio sites, the maximum  
40 propagation delay in microseconds, the applications being used and other supporting technical  
41 information necessary for system design upon request by the building owner or owner's representative.

1 **510.4.2.3 Power supply sources.** Emergency responder radio coverage systems shall be provided with  
2 dedicated standby batteries or provided with 2-hour standby batteries and connected to the facility  
3 generator power system in accordance with Section 1203. The standby power supply shall be capable of  
4 operating the emergency responder radio coverage system at 100-percent system capacity for a duration  
5 of not less than 12 hours.

6 **510.4.2.4 Signal booster requirements.** If used, signal boosters shall meet the following requirements:

7 1. All signal booster components shall be contained in a National Electrical Manufacturer's  
8 Association (NEMA) 4, IP66-type waterproof cabinet or equivalent.

9 **Exception:** Listed battery systems that are contained in integrated battery cabinets.

10 2. Battery systems used for the emergency power source shall be contained in a NEMA 3R or  
11 higher-rated cabinet, IP65-type waterproof cabinet or equivalent.

12 3. Equipment shall have FCC or other radio licensing authority certification and be suitable for  
13 public safety use prior to installation.

14 4. Where a donor antenna exists, isolation shall be maintained between the donor antenna and all  
15 inside antennas to not less than 20dB greater than the system gain under all operating conditions.

16 5. Bi-Directional Amplifiers (BDAs) used in emergency responder radio coverage systems shall be  
17 fitted with anti-oscillation circuitry and per-channel AGC.

18 6. The installation of amplification systems or systems that operate on or provide the means to  
19 cause interference on any emergency responder radio coverage networks shall be coordinated and  
20 approved by the Public Safety Radio System Operator.

21 7. Unless otherwise approved by the Public Safety Radio System Operator, only channelized signal  
22 boosters shall be permitted.

23 **Exception:** Broadband BDA's may be utilized when specifically authorized in writing by the  
24 Public Safety Radio System Operator.

25 **Point of Information**

26 BDA's must also comply with PSERN's ([www.psern.org/requirements](http://www.psern.org/requirements)) detailed requirements,  
27 which include channelized, minimum of 28 channels, supporting analog, P25 Phase I (FDMA), and  
28 P25 Phase II (TDMA).

29 **510.4.2.5 System monitoring.** The emergency responder radio enhancement system shall include  
30 automatic supervisory and trouble signals that are monitored by a supervisory service and are annunciated  
31 by the fire alarm system in accordance with NFPA 72. The following conditions shall be separately  
32 annunciated by the fire alarm system, or, if the status of each of the following conditions is individually  
33 displayed on a dedicated panel on the radio enhancement system, a single automatic supervisory signal  
34 may be annunciated on the fire alarm system indicating deficiencies of the radio enhancement system:

35 1. Loss of normal AC power supply.

36 2. System battery charger(s) failure.



- 1 3. Malfunction of the donor antenna(s).
- 2 4. Failure of active RF-emitting device(s).
- 3 5. Low-battery capacity at 70-percent reduction of operating capacity.
- 4 6. Active system component malfunction.
- 5 7. Malfunction of the communications link between the fire alarm system and the emergency
- 6 responder radio enhancement system.

7 **510.4.2.6 Additional frequencies and change of frequencies.** The emergency responder radio coverage  
8 system shall be capable of modification or expansion in the event frequency changes are required by the  
9 FCC or other radio licensing authority, or additional frequencies are made available by the FCC or other  
10 radio licensing authority.

11 **510.4.2.7 Design documents.** The fire code official shall have the authority to require “as-built” design  
12 documents and specifications for emergency responder communications coverage systems. The  
13 documents shall be in a format acceptable to the fire code official.

14 **510.4.2.8 Radio communication antenna density.** Systems shall be engineered to minimize the near-far  
15 effect. Radio enhancement system designs shall include sufficient antenna density to address reduced gain  
16 conditions.

17 **Exceptions:**

- 18 1. Class A narrow band signal booster devices with independent AGC/ALC circuits per channel.
- 19 2. Systems where all portable devices within the same band use active power control

20 **510.5 Installation requirements.** The installation of the public safety radio coverage system shall be in  
21 accordance with NFPA 1221 and Sections 510.5.1 through 510.5.7.

22 **510.5.1 Approval prior to installation.** Amplification systems capable of operating on frequencies  
23 licensed to any public safety agency by the FCC or other radio licensing authority shall not be installed  
24 without prior coordination and approval of the Public Safety Radio System Operator.

25 **510.5.2 Minimum qualifications of personnel.** The minimum qualifications of the system designer and  
26 lead installation personnel shall include both of the following:

- 27 1. A valid FCC-issued general radio telephone operators license.
- 28 2. Certification of in-building system training issued by an approved organization or approved
- 29 school, or a certificate issued by the manufacturer of the equipment being installed.

30 **510.5.3 Acceptance test procedure.** Where an emergency responder radio coverage system is  
31 required, and upon completion of installation, the building owner shall have the radio system tested  
32 to verify that two-way coverage on each floor of the building is in accordance with Section 510.4.1.  
33 The test procedure shall be conducted as follows:

- 34 1. Each floor of the building shall be divided into a grid of 20 approximately equal test areas, with a  
35 maximum test area size of 6,400 square feet. Where the floor area exceeds 128,000 square feet, the



1 floor shall be divided into as many approximately equal test areas as needed, such that no test area  
2 exceeds the maximum square footage allowed for a test area.

3 2. Coverage testing of signal strength shall be conducted using a calibrated spectrum analyzer for  
4 each of the test grids. A diagram of this testing shall be created for each floor where coverage is  
5 provided, indicating the testing grid used for the test in Section 510.5.3(1), and including signal  
6 strengths and frequencies for each test area. Indicate all critical areas.

7 3. Functional talk-back testing shall be conducted using two calibrated portable radios of the latest  
8 brand and model used by the agency's radio communications system or other equipment approved  
9 by the fire code official. Testing shall use Digital Audible Quality (DAQ) metrics, where a passing  
10 result is a DAQ of 3 or higher. Communications between handsets shall be tested and recorded in  
11 the grid square diagram required by section 510.5.3(2): each grid square on each floor; between  
12 each critical area and a radio outside the building; between each critical area and the fire command  
13 center or fire alarm control panel; between each landing in each stairwell and the fire command  
14 center or fire alarm control panel.

15 4. Failure of more than 5% of the test areas on any floor shall result in failure of the test.

16 **Exception:** Critical areas shall be provided with 99 percent floor area coverage.

17 5. In the event that two of the test areas fail the test, in order to be more statistically accurate, the  
18 floor shall be permitted to be divided into 40 equal test areas. Failure of not more than two  
19 nonadjacent test areas shall not result in failure of the test. If the system fails the 40-area test, the  
20 system shall be altered to meet the 95-percent coverage requirement.

21 6. A test location approximately in the center of each test area shall be selected for the test, with the  
22 radio enabled to verify two-way communications to and from the outside of the building through  
23 the public agency's radio communications system. Once the test location has been selected, that  
24 location shall represent the entire test area. Failure in the selected test location shall be considered  
25 to be a failure of that test area. Additional test locations shall not be permitted.

26 7. The gain values of all amplifiers shall be measured, and the test measurement results shall be  
27 kept on file with the building owner so that the measurements can be verified during annual tests.  
28 In the event that the measurement results become lost, the building owner shall be required to rerun  
29 the acceptance test to reestablish the gain values.

30 8. As part of the installation, a spectrum analyzer or other suitable test equipment shall be utilized  
31 to ensure spurious oscillations are not being generated by the subject signal booster. This test shall  
32 be conducted at the time of installation and at subsequent annual inspections.

33 9. Systems incorporating Class B signal booster devices or Class B broadband fiber remote devices  
34 shall be tested using two portable radios simultaneously conducting subjective voice quality checks.  
35 One portable radio shall be positioned not greater than 10 feet (3048 mm) from the indoor antenna.  
36 The second portable radio shall be positioned at a distance that represents the farthest distance from  
37 any indoor antenna. With both portable radios simultaneously keyed up on different frequencies  
38 within the same band, subjective audio testing shall be conducted and comply with DAQ levels as  
39 specified in Sections 510.4.1.1 and 510.4.1.2.

40 10. Documentation maintained on premises. At the conclusion of the testing, and prior to issuance  
41 of the building Certificate of Occupancy, the building owner or owner's representative shall place a

1 copy of the following records in the DAS enclosure or the building engineer's office. The records  
2 shall be available to the fire code official and maintained by the building owner for the life of the  
3 system:

4 a. A certification letter stating that the emergency responder radio coverage system has been  
5 installed and tested in accordance with this code, and that the system is complete and fully  
6 functional.

7 b. The grid square diagram created as part of testing in Sections 510.5.3(2) and 510.5.3(3).

8 c. Data sheets and/or manufacturer specifications for the emergency responder radio coverage  
9 system equipment; back up battery; and charging system (if utilized).

10 d. A diagram showing device locations and wiring schematic.

11 e. A copy of the electrical permit.

12 11. Acceptance test reporting to fire code official. At the conclusion of the testing, and prior to  
13 issuance of the building Certificate of Occupancy, the building owner or owner's representative  
14 shall submit copies of the acceptance test in a form and manner determined by the fire code official.

15 **510.5.4 FCC compliance.** The emergency responder radio coverage system installation and components  
16 shall comply with all applicable federal regulations including, but not limited to, FCC [47](#) CFR  
17 Part [90.219](#).

18 **510.5.5 Mounting of the donor antenna(s).** To maintain proper alignment with the system designed  
19 donor site, donor antennas shall be permanently affixed on the highest possible position on the building or  
20 where approved by the fire code official. A clearly visible sign shall be placed near the antenna stating,  
21 "movement or repositioning of this antenna is prohibited without approval from the fire code official."  
22 The antenna installation shall be in accordance with the applicable requirements in the International  
23 Building Code for weather protection of the building envelope.

24 **510.5.6 Wiring.** The backbone, antenna distribution, radiating, or any fiber-optic cables shall be rated as  
25 plenum cables. The backbone cables shall be connected to the antenna distribution, radiating, or copper  
26 cables using hybrid coupler devices of a value determined by the overall design. Backbone cables shall be  
27 routed through an enclosure that matches the building's required fire-resistance rating for shafts or  
28 interior exit stairways. The connection between the backbone cable and the antenna cables shall be made  
29 within an enclosure that matches the building's fire-resistance rating for shafts or interior exit stairways,  
30 and passage of the antenna distribution cable in and out of the enclosure shall be protected as a  
31 penetration per the International Building Code.

32 **510.5.7 Identification Signs.** Emergency responder radio coverage systems shall be identified by an  
33 approved sign located on or near the Fire Alarm Control Panel or other approved location stating "This  
34 building is equipped with an Emergency Responder Radio Coverage System. Control Equipment located  
35 in room\_\_\_".

36 A sign stating "Emergency Responder Radio Coverage System Equipment" shall be placed on or  
37 adjacent to the door of the room containing the main system components.

1 **510.5.8 Port of Seattle Pathway Survivability Alternatives.** In lieu of the prescriptive requirements of  
2 NFPA 72 and 1221, the Port of Seattle Fire Department will allow the following alternatives for pathway  
3 survivability:

4 1. All backbone pathways (riser cables, donor antenna cables, BDA cables) between signal  
5 boosters, donor antennae and secondary power supplies and between head end and remote units for  
6 fiber-based systems shall be protected by a 2-hour fire rated enclosure.

7 2. All signal booster components and battery backup equipment, located in rooms with fire  
8 sprinklers, shall be installed in NEMA-4 type waterproof cabinets.

9 3. The connection between the riser and feeder coaxial cables shall be made within 2-hour rated  
10 enclosure, and passage of the feeder cable in and out of the 2-hour rated enclosure shall be fire  
11 stopped to a 2-hour rating.

12 4. Feeder cables that are installed above ceilings in buildings that are protected with an automatic  
13 fire sprinkler system in accordance with NFPA 13 shall not require additional physical protection.  
14 Feeder cables in these installations shall be plenum rated.

15 5. Feeder cables that are installed in areas without ceilings shall require additional physical  
16 protection such as EMT or equivalent.

17 6. Both fiber and coaxial based systems shall be designed such that each floor or remote area shall  
18 be covered by a minimum of 2 independent feeders, whereas the failure of a single feeder does not  
19 cause signal loss for more than 50% of the required coverage for that floor or remote area. A  
20 remote area shall be defined as an area served by a feeder providing connectivity to 2 or more  
21 antennae.

22 **510.6 Maintenance.** The emergency responder radio coverage system shall be maintained operational at  
23 all times in accordance with Sections 510.6.1 through 510.6.4.

24 **510.6.1 Testing and proof of compliance.** The owner of the building or owner's authorized agent shall  
25 have the emergency responder radio coverage system inspected and tested annually or where structural  
26 changes occur including additions or remodels that could materially change the original field performance  
27 tests. Testing shall consist of the following items (1) through (7):

28 1. In-building coverage test as required by the fire code official as described in Section 510.5.3  
29 "Acceptance test procedure" or 510.6.1.1 "Alternative in-building coverage test".

30 **Exception:** Group R Occupancy annual testing is not required within dwelling units.

31 2. Signal boosters shall be tested to verify that the gain/output level is the same as it was upon  
32 initial installation and acceptance or set to optimize the performance of the system.

33 3. Backup batteries and power supplies shall be tested under load of a period of 1 hour to verify that  
34 they will properly operate during an actual power outage. If within the 1-hour test period the battery  
35 exhibits symptoms of failure, the test shall be extended for additional 1-hour periods until the  
36 integrity of the battery can be determined.

37 4. If a fire alarm system is present in the building, a test shall be conducted to verify that the fire  
38 alarm system is properly supervising the emergency responder communication system as required

1 in Section 510.4.2.5. The test is performed by simulating alarms to the fire alarm control panel. The  
2 certifications in Section 510.5.2 are sufficient for the personnel performing this testing.

3 5. Other active components shall be checked to verify operation within the manufacturer's  
4 specifications.

5 6. At the conclusion of the testing, a report, which shall verify compliance with Section 510.6.1,  
6 shall be submitted to the fire code official by way of the department's third-party vendor,  
7 www.thecomplianceengine.com, or other such vendor as determined by the department.

8 7. At the conclusion of testing, a record of the inspection and maintenance along with an updated  
9 grid diagram of each floor showing tested strengths in each grid square and each critical area shall  
10 be added to the documentation maintained on the premises in accordance with Section 510.5.3.

11 **510.6.1.1 Alternative In-building coverage test.** When the comprehensive test documentation required  
12 by Section 510.5.3 is available, or the most recent full five-year test results are available if the system is  
13 older than six years, the in-building coverage test required by the fire code official in Section 510.6.1(1),  
14 may be conducted as follows:

15 1. Functional talk-back testing shall be conducted using two calibrated portable radios of the latest  
16 brand and model used by the agency's radio communications system or other equipment approved  
17 by the fire code official. Testing shall use Digital Audible Quality (DAQ) metrics, where a passing  
18 result is a DAQ of 3 or higher. Communications between handsets in the following locations shall  
19 be tested: between the fire command center or fire alarm control panel and a location outside the  
20 building; between the fire alarm control panel and each landing in each stairwell.

21 2. Coverage testing of signal strength shall be conducted using a calibrated spectrum analyzer for:

22 (a) Three grid areas per floor. The three grid areas to be tested on each floor are the three grid areas  
23 with poorest performance in the acceptance test or the most recent annual test, whichever is more  
24 recent; and

25 (b) Each of the critical areas identified in acceptance test documentation required by Section  
26 510.5.3, or as modified by the fire code official, and

27 (c) One grid square per serving antenna.

28 3. The test area boundaries shall not deviate from the areas established at the time of the acceptance  
29 test, or as modified by the fire code official. The building shall be considered to have acceptable  
30 emergency responder radio coverage when the required signal strength requirements in 510.4.1.1  
31 and 510.4.1.2 are located in 95 percent of all areas on each floor of the building and 99 percent in  
32 Critical Areas, and any non-functional serving antenna are repaired to function within normal  
33 ranges. If the documentation of the acceptance test or most recent previous annual test results are  
34 not available or acceptable to the fire code official, the radio coverage verification testing described  
35 in 510.5.3 shall be conducted.

36 **Point of Information**

37 The alternative in-building coverage test provides an alternative testing protocol for the in-building  
38 coverage test in subsection (1) of section 510.6.1. There is no change or alternative to annual

1 testing requirements enumerated in subsections (2) – (7) of Section 510.6.1, which must be  
2 performed at the time of each annual test.

3 **510.6.2 Additional frequencies.** The building owner shall modify or expand the emergency responder  
4 radio coverage system at his or her expense in the event frequency changes are required by the FCC or  
5 other radio licensing authority, or additional frequencies are made available by the FCC or other radio  
6 licensing authority, public safety radio system operator or FCC license holder. Prior approval of a public  
7 safety radio coverage system on previous frequencies does not exempt this section.

8 **510.6.3 Nonpublic safety system.** Where other nonpublic safety amplification systems installed in  
9 buildings reduce the performance or cause interference with the emergency responder communications  
10 coverage system, the nonpublic safety amplification system shall be corrected or removed.

11 **510.6.4 Field testing.** Agency personnel shall have the right to enter onto the property at any reasonable  
12 time to conduct field testing to verify the required level of radio coverage or to disable a system that due  
13 to malfunction or poor maintenance has the potential to impact the emergency responder radio system in  
14 the region.

15 DD. Section 511 is added to read as follows:

16 **511 Automatic External Defibrillators**

17 **511.1 Where required.** Automatic External Defibrillators (AED) shall be installed on Port properties in  
18 accordance with 511.1.1 through 511.1.3.

19 **511.1.1 Terminals.** AEDs shall be located in all public circulation spaces and holdrooms with a  
20 maximum travel distance of 150 feet.

21 **511.1.2 Accessory Terminal Spaces.** A minimum of (1) AED shall be located in each airline lounge,  
22 club, or tenant breakroom designed to serve more than 50 occupants.

23 **511.1.3 Other Buildings on Port property.** A minimum of (1) AED shall be located in an obvious  
24 location such as an elevator lobby/entrance.

25 **13.150.070 Amendments Chapter 6, Building Services and Systems.**

26 A. Subsection 606.2 is amended to add the following two (2) subsections to read as follows:

27 **606.2.2 Permit Required.** Permits shall be required as set forth in Section 105.5.

28 **606.2.3 Approved drawing.** The stamped and approved cook line drawing shall be displayed adjacent to  
29 the suppression system pull station prior to the final inspection.

30 **13.150.080 Amendments to Chapter 7, Fire and Smoke Prevention Features.**

31 A. Subsection 705.2.3 is amended to read as follows:

32 **705.2.3. Hold-open devices and closers.** Hold-open devices and automatic door closures, where  
33 provided, shall be maintained. During the period that such device is out of service for repairs, the door it  
34 operates shall remain in the closed position.

35 The fire code official is authorized to require the installation of hold-open devices of existing door  
36 installations where there has been documented use of door closure impairment devices.

1 **13.150.090 Amendments Chapter 9, Fire Protection Systems.**  
2

3 A. Subsection 901.7.7 is added to read as follows:

4 901.7.7. Fire watch for impaired fire protection systems. In the event of the emergency responder  
5 communication system, fire alarm system, fire sprinkler system or any other required fire protection  
6 system; or an excessive number of preventable alarm activations, the fire code official is authorized to  
7 require the building owner or occupant to provide approved standby personnel until the system is  
8 restored, repaired, or replaced. B. Subsection 901.11 is added to read as follows:

9 **901.11 Emergency contacts.** It shall be the responsibility of the owner of a/any monitored fire protection  
10 system to provide and maintain a minimum of three emergency contacts that are capable of responding to  
11 the system location with their monitoring company.

12 C. The following term is added to subsection 902.1:

13 **PROBLEMATIC FIRE PROTECTION SYSTEM.**

14 D. Subsection 903.2 is amended to read as follows:

15 **903.2 Where required.** An automatic sprinkler system shall be provided for when one of the following  
16 conditions exist:

17 1. In all buildings without adequate fire flow as required by this code.

18 **Exception:** Miscellaneous Group U Occupancies.

19 2. All new buildings and structures regulated by the International Building Code requiring 2,000 gallons  
20 per minute or more fire flow, or with a gross floor area of 10,000 or more square feet, or where this code  
21 provides a more restrictive floor/fire area requirement, and shall be provided in all locations or where  
22 described by this code.

23 **Exception:** Spaces or areas in telecommunications buildings used exclusively for telecommunications  
24 equipment, associated electrical power distribution equipment, batteries, and standby engines, provided  
25 those spaces or areas are equipped throughout with an automatic smoke detection system in accordance  
26 with Section 907.2 and are separated from the remainder of the building by not less than 1 hour fire  
27 barriers constructed in accordance with Section 707 of the International Building Code or not less than 2  
28 hour horizontal assemblies constructed in accordance with Section 712 of the International Building  
29 Code, or both.

30 3. Where this code requires the installation of an automatic sprinkler system to protect an occupancy  
31 within an otherwise non-sprinklered building, then automatic sprinkler protection will be required  
32 throughout the entire building.

33 4. When the required fire apparatus access roadway grade is 12 percent or greater.

34 E. Subsection 903.2.9.5 is added to read as follows:

35 **903.2.9.5 Speculative use warehouses.** Where the occupant, tenant, or use of the building or storage  
36 commodity has not been determined or it is otherwise a speculative use warehouse or building, the  
37 automatic sprinkler system shall be designed to protect not less than Class IV non-encapsulated  
38 commodities on wood pallets, with no solid, slatted, or wire mesh shelving, and with aisles that are 8 feet  
39 or more in width and up to 20 feet in height.



1 F. Subsection 903.3 is amended as follows:

2 **903.3. Installation Requirements.** Automatic sprinkler systems shall be designed and installed in  
3 accordance with Sections 903.3.1 through 903.3.9.

4 G. Subsection 903.3.9 is added to read as follows:

5 **903.3.9. Check valve.** All automatic sprinkler system risers shall be equipped with a check valve.

6 H Subsection 903.7 is added to read as follows:

7 **903.7 Riser Room Access.** All risers shall be located in a dedicated room with an exterior door, interior  
8 lighting and heat.

9 I. Subsection 907.1.3 is amended to read as follows:

10 **907.1.3 Equipment.** Systems and their components shall be listed and approved for the purpose for  
11 which they are installed. All new alarm systems shall be addressable. Each device shall have its own  
12 address and shall annunciate individual addresses at a UL Central Station.

13 J. Subsection 907.6.3 is amended to read as follows:

14 **907.6.3 Initiating device identification.** The fire alarm system shall identify the specific initiating device  
15 address, location, device type, floor level where applicable and status including indication of normal,  
16 alarm, trouble and supervisory status, as appropriate.

17 **Exception:** Special initiating devices that do not support individual device identification.

18

19 K. Subsection 907.12 is added to read as follows:

20 **907.12. Latched alarms.** All signals shall be automatically “latched” at the alarm panel until their  
21 operated devices are returned to normal condition, and the alarm panel is manually reset.

22 L. Subsection 907.13 is added to read as follows:

23 **907.13 Resetting.** All fire alarm panels shall be reset only by an approved person.

24 **907.13.1. Reset Code.** The reset code for the fire alarm panel or keypad shall be 3-7-1-2-3-4. The reset  
25 code shall not be changed without approval of the fire code official.

26 M. Subsection 907.14 is added to read as follows:

27 **907.14 Fire alarm control unit location.** All fire alarm control units shall be located in the riser room  
28 designed and installed in accordance with Section 903.7 or an approved location.

29 N. Subsection 912.5 is amended to read as follows:

30 **912.5 Signs.** Fire department connections shall be clearly identified in an approved manner.

31 All fire department connections shall have an approved sign attached below the Siamese clapper. The sign  
32 shall specify the type of water-based fire protection system, the structure, and the building areas served.

33 **13.150.100 Chapter 11, Fire Safety Requirements for Existing Buildings.**

34 A. Subsection 1103.5.6 is added to read as follows:



1 **1103.5.6 Substantial Alterations.** The provisions of this chapter shall apply to substantial alterations to  
2 existing buildings regardless of use when a substantial alteration occurs in a structure equaling 10,000 or  
3 greater square feet. For the purpose of this section, a substantial alteration shall be defined as an alteration  
4 that costs 50% or more of the current assessed value of the structure and impacts more than 50% of the  
5 gross floor area.

6 B. Subsection 1103.7 is amended as follows:

7 **1103.7 Fire alarm systems.** An approved fire alarm system shall be installed in existing buildings and  
8 structures in accordance with Sections 1103.7.1 through 1103.7.7 and provide occupant notification in  
9 accordance with Section 907.5 unless other requirements are provided by other sections of this code.

10 C. Subsection 1103.7.7 is added to read as follows:

11 **1103.7.7 Fire alarm control unit replacement.** If an existing fire alarm control unit is replaced with  
12 identical equipment that has the same part number, it shall be considered maintenance.

13 **13.150.110 Amendments to the International Fire Code – Chapter 80, Reference Standards.**

14 The following local amendments to Chapter 80 of the International Fire Code, entitled “Reference  
15 Standards,” are hereby adopted and incorporated into the International Fire Code:

16 A. Section NFPA of the International Fire Code is amended by modifying the standard reference number  
17 dates of publication as follows:

12-22	Carbon Dioxide Extinguishing Systems
12A-22	Halon 1301 Fire Extinguishing Systems
13-22	Installation of Sprinkler Systems
13D-22	Installation of Sprinkler Systems in One- and Two-family Dwellings and Manufactured Homes
13R-22	Installation of Sprinkler Systems in Residential Occupancies up to and Including Four Stories in Height
14-22	Installation of Standpipe and Hose Systems
20-22	Installation of Stationary Pumps for Fire Protection
24-22	Installation of Private Fire Service Mains and Their Appurtenances
72-22	National Fire Alarm and Signaling Code
110-22	Emergency and Standby Power Systems
111-22	Stored Electrical Energy Emergency and Standby Power Systems
400-22	Hazardous Materials Code
407-22	Aircraft Fuel Servicing
409-22	Aircraft Hangars
410-20	Aircraft Maintenance
415-22	Airport Terminal Buildings, Fueling Ramp

Drainage, and Loading Walkways

750-23	Water Mist Fire Protection Systems
2001-22	Clean Agent Fire Extinguishing Systems

1  
2 B. Chapter 80 – Reference Standards is amended by adding a new heading and publications as follows:

Other	
2018	Port of Seattle – City of SeaTac Interlocal Agreement
2020	Rules for Airport Construction

3  
4 **13.150.120 Amendments to Appendix B, Fire-Flow Requirements for Buildings.**

5 A. Subsection B103.1 is amended to read as follows:

6 **B103.1 Increases.** The fire chief is authorized to increase the fire flow requirements where exposures  
7 could be impacted by fire. An increase shall not be more than twice that required for the building under  
8 consideration.

9 **Exception:** For one- and two-family residences when either of the following conditions apply.

10 1. 1-hour fire resistant rated exterior walls tested in accordance with ASTM E 119 or UL 263 with  
11 exposure on the exterior side and projections with 1-hour underside protection, fire blocking installed  
12 from the wall top plate to the underside of the roof sheathing and no gable vent openings.

13 2. Walls with a distance greater than 10' to the nearest exposure or face an unbuildable lot, tract or  
14 buffer. The distance shall be measured at right angles from the face of the wall.

15 **B103.1.1 One- and two-family dwellings.** The fire chief is authorized to increase the fire flow  
16 requirements by 500 gallons per minute for homes less than 10 feet apart measured from the face of the  
17 foundation.

18 B. Subsection B105.1 is amended to read as follows:

19 **B105.1 One- and two-family dwellings.** Fire-flow requirements for one- and two-family dwellings shall  
20 be in accordance with Sections B105.1.1 through B105.1.2.

21 **B105.1.1 Buildings less than 3,600 square feet.** The minimum fire-flow and flow duration requirements  
22 shall be 1,000 gallons per minute for 1 hour.

23 **Exception:** A reduction in required fire-flow of 50 percent, as approved, is allowed when the building  
24 is equipped with an approved automatic sprinkler system.

25 **B105.1.2 Buildings 3,600 square feet and greater.** The minimum fire-flow and flow duration  
26 requirements shall not be less than that specified in Table B105.1(2).

27 **Exception:** A reduction of fire-flow and flow duration to 1,000 gallons per minute for 1 hour, as  
28 approved, is allowed when the building is equipped with the following:

1 1. An approved automatic sprinkler system.

2 **B105.2 Buildings other than one- and two-family dwellings.** The minimum fire-flow and flow duration  
3 for buildings other than one- and two-family dwellings shall be as specified in Table B105.1(2).

4 **Exception:** A reduction in required fire-flow of 50 percent, as approved, is allowed when the building  
5 is provided with an approved automatic sprinkler system. The resulting fire-flow shall not be less than  
6 1,500 gallons per minute for the prescribed duration as specified in Table B105.1(2).

7 **B105.2.1 Tents and Membrane structures.** No fire flow is required for tents and membrane structures.

8 **B105.2.2 Accessory residential Group U buildings.** Accessory residential Group U buildings shall  
9 comply with the requirements of B105.1.

10 C. Section B105 is amended by deleting the following:

11 **Table B105.1(1) Required Fire-Flow for One- and Two-family Dwellings, Group R-3 and R-4 Buildings**  
12 **and Townhouses**

13 **Table B105.2 Required Fire-Flow for Other than One- and Two-family Dwellings, Group R-3 and R-4**  
14 **Buildings and Townhouses**

15 D. Subsection B105.4 is added to read as follows:

16 **B105.4. Alternative Fire Flow Mitigation.** For development projects, where it has been determined not  
17 feasible to extend the water main by the local water purveyor, the following alternative fire flow  
18 mitigations are approved for use in accordance with Sections B105.4.1 through B105.4.2

19 **B105.4.1. One- and two-family dwellings.** Fire flow will not be required for one- and two-family  
20 dwellings if all of the following mitigations are met;

- 21 1. The fire-flow calculation area is less than 3600 square feet
- 22 2. The construction type of the dwelling is Type VA
- 23 3. The dwelling is equipped with an automatic fire sprinkler system installed in accordance with Section  
24 903.3.1.3 with a water supply of no less than 30 minutes
- 25 4. The dwelling has a fire separation distance of no less than 150 feet on all sides

26 **B105.4.2. Buildings other than one- and two-family dwellings.** Fire flow will not be required for  
27 buildings other than one- and two-family dwellings if all of the following mitigations are met;

- 28 1. The fire-flow calculation area is less than 3600 square feet
- 29 2. The construction type of the building is not Type VB
- 30 3. The buildings is equipped with an automatic fire sprinkler system installed in accordance with  
31 Section 903.3.1.1 with a water supply of no less than 30 minutes
- 32 4. The buildings has a fire separation distance of no less than 150 feet on all sides

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**Chapter 13.160**

**MECHANICAL CODE**

Sections:

13.160.010 International Mechanical Code.

**13.160.010 International Mechanical Code.**

The most current edition of the International Mechanical Code as amended by the Washington State Building Code Council and published in Chapter 51-52 WAC is hereby adopted by reference, as now or hereafter amended.

1 **Chapter 13.170**

2 **PLUMBING CODE**

3 Sections:

4 13.170.010 Uniform Plumbing Code.

5  
6 **13.170.010 Uniform Plumbing Code.**

7 The most current edition of the Uniform Plumbing Code as amended by the Washington State Building  
8 Code Council and published in Chapter 51-56 WAC is hereby adopted by reference, as now or hereafter  
9 amended with the following exceptions:

10 Exception:

11 A. The most current edition of International Plumbing Code, as published by the International Code  
12 Council, may be used as an approved alternate to the Uniform Plumbing Code per SMC 13.100.040 as an  
13 alternate material, design and method of construction.

14 B. When the approved alternate plumbing code is utilized, the entire plumbing installation shall be  
15 installed and governed under provisions of the alternate code and the permit documents shall clearly state  
16 which code is used.

17 ...

18 **Chapter 13.190**

19 **CLEARING AND GRADING CODE**

20 Sections:

21 13.190.010 Purpose.

22 13.190.020 Definitions.

23 13.190.030 Hazards.

24 13.190.040 Clearing and grading permit required – Exceptions.

25 13.190.045 Permit exception criteria.

26 13.190.050 Temporary permits.

27 13.190.060 Applications – Complete applications.

28 13.190.070 Permit requirements.

29 13.190.080 Liability insurance required – Exception.

30 13.190.090 Operating conditions and standards of performance.

31 13.190.100 Land restoration.

32 13.190.110 Shorelines.

33 13.190.120 Enforcement.

34 13.190.130 Forest practices.

35 13.190.140 Clearing standards.

36 13.190.150 Financial guarantees authorized.

37

1 A. This chapter is intended to regulate clearing and removal of vegetation, excavation, grading and  
2 earthwork construction including cuts and fills, gravel pits, dumping, quarrying and mining operations  
3 within City of SeaTac in order to protect public health, safety and welfare by:

- 4 1. Minimizing adverse storm water impacts generated by the removal of vegetation and alteration  
5 of landforms;
- 6 2. Protecting water quality from the adverse impacts associated with erosion and sedimentation;
- 7 3. Minimizing aquatic and terrestrial wildlife habitat loss caused by the removal of vegetation;
- 8 4. Protecting sensitive areas from adverse clearing and grading activities;
- 9 5. Facilitating and encouraging long-term forest practice and agricultural production operations  
10 where appropriate;
- 11 6. Minimizing the adverse impacts associated with quarrying and mining operations;
- 12 7. Preventing damage to property and harm to persons caused by excavations and fills;
- 13 8. Establishing administrative procedures for the issuance of permits, approval of plans, and  
14 inspection of clearing and grading operations; and
- 15 9. Providing penalties for the violation of this chapter.

16  
17 B. Conflicts. In case of a conflict between these provisions and those relating to clearing and grading  
18 found in any of the other technical codes adopted by this title, these provisions shall apply.

19 13.190.020 Definitions.

20 The definitions in this section apply throughout this chapter, unless otherwise clearly indicated by their  
21 context, and mean as follows:

22 A. "Applicant" means a property owner or a public agency or a public or a private utility which owns a  
23 right-of-way or other easement or has been adjudicated the right to such an easement pursuant to  
24 RCW [8.12.090](#), or any person or entity designated or named in writing by the property or easement owner  
25 to be the applicant, in an application for a development proposal, permit or approval.

26 B. "Bench" means a relatively level step excavated or constructed on the face of a graded slope surface  
27 for drainage and maintenance purposes.

28 C. "Berm" means a mound or raised area used for the purpose of screening a site or operation.

29 D. "Best management practice (BMP)" means any schedule of activities, prohibition of practices,  
30 maintenance procedure, or structural and/or managerial practice that, when used singly or in combination,  
31 prevents or reduces the release of pollutants and other adverse impacts to surface water, stormwater and  
32 groundwater, while minimizing the potential for flooding, soil creep, and soil instability.

33 E. "Civil engineer" means an engineer who is licensed as a professional engineer in the branch of civil  
34 engineering by the State of Washington.

35 F. "Clearing" means the cutting or removal of vegetation or other organic plant material by physical,  
36 mechanical, chemical or any other means.

37 G. "Clearing and grading permit" means the permit required by this chapter for clearing and grading  
38 activities, including temporary permits.

39 H. "Compaction" means the densification of a fill by mechanical means.

- 1 I. “Cutting” means the severing of the main trunk or stems from close to or at the soil surface or at a point  
2 up to twenty-five percent (25%) of the total vegetation height.
- 3 J. “Director” means the Director of the Community and Economic Development Department or designee.
- 4 K. “Duff” means decaying vegetation matter covering the ground under trees, or organic soils.
- 5 L. “Earth material” means any rock, natural soil or any combination thereof.
- 6 M. “Erosion” means the wearing away of the ground surface as the result of the movement of wind, water  
7 and/or ice.
- 8 N. “Excavation” means the removal of earth material.
- 9 O. “Erosion and sediment control (ESC)” means any temporary or permanent measures taken to reduce  
10 erosion, control siltation and sedimentation, and ensure that sediment-laden water does not leave the site,  
11 adversely impact LID BMPs, or enter into wetlands or aquatic areas.
- 12 P. “Fill” means a deposit of earth material placed by mechanical means.
- 13 Q. “Geotechnical engineer” means a person licensed by the State of Washington as a professional civil  
14 engineer who has expertise in geotechnical engineering.
- 15 R. “Grade” means the elevation of the ground surface.
- 16 1. “Existing grade” means the grade prior to grading.
- 17 2. “Rough grade” means the stage at which the grade approximately conforms to the approved plan as  
18 required in SMC [13.190.070](#).
- 19 3. “Finish grade” means the final grade of the site which conforms to the approved plan as required in  
20 SMC [13.190.070](#).
- 21 S. “Grading” means any excavating, filling, removing of the duff layer, or combination thereof.
- 22 T. “Low impact development (LID)” means a stormwater and/or land use management strategy that  
23 strives to mimic natural hydrologic processes of infiltration, filtration, storage, evaporation and  
24 transpiration by emphasizing conservation, use of on-site natural features, site planning, and distributed  
25 stormwater management practices that are integrated into a project design, while also minimizing the  
26 potential for off-site flooding and soil instability.
- 27 U. “Low impact development (LID) best management practices (BMP)” means distributed stormwater  
28 management practices, integrated into a project design, that emphasize natural hydrologic processes of  
29 infiltration, filtration, storage, evaporation and transpiration, while protecting against off-site flooding and  
30 soil instability. LID BMPs include, but are not limited to, bioretention, permeable pavement, cast in place  
31 pavers, limited infiltration systems, roof downspout controls, dispersion, soil amendments, and minimal  
32 excavation foundations.
- 33 V. “Native vegetated surface” means a surface in which the soil conditions, ground cover, and species of  
34 vegetation are like or similar to those of the original native condition for the site.
- 35 W. “Reclamation” means the final grading and land restoration of a site.
- 36 X. “Shorelines” means those lands defined as shorelines in the State Shorelines Management Act of 1971.



- 1 Y. "Site" means any lot or parcel of land or contiguous combination thereof where projects covered by  
2 this chapter are performed or permitted where a public street or way may intervene.
- 3 Z. "Slope" means an inclined ground surface, the inclination of which is expressed as a ratio of vertical  
4 distance to horizontal distance.
- 5 AA. "Stormwater facilities" means drainage facilities or features used to meet water quality treatment  
6 and/or flow control requirements by utilizing processes such as infiltration, dispersion, storage,  
7 conveyance, evaporation, and transpiration.
- 8 BB. "Structure" means that which is built or constructed, an edifice or building of any kind, or any piece  
9 of work artificially built up or composed of parts joined together in some definite manner.
- 10 CC. "Surface Water Design Manual" means the King County Surface Water Design Manual  
11 (KCSWDM), as amended by the City of SeaTac Addendum to the KCSWDM adopted in  
12 SMC [12.10.010](#).
- 13 DD. "Terrace" means a relatively level step excavated or constructed on the face of a graded slope surface  
14 for drainage and maintenance purposes.
- 15 EE. "Tree" means a large woody perennial plant usually with a single main stem or trunk and generally  
16 over twelve (12) feet tall at maturity.
- 17 FF. "Understory" means the vegetation layer of a forest that includes shrubs, herbs, grasses, and grasslike  
18 plants, but excludes native trees.
- 19 GG. "Vegetated LID BMPs" means LID BMPs that utilize landscaping.
- 20 HH. "Vegetation" means any and all organic plant life growing at, below, or above the soil surface.
- 21 13.190.030 Hazards.
- 22 Whenever the Director determines that an existing site, as a result of clearing or grading, excavation,  
23 embankment, or fill, has become a hazard to life and limb, or endangers property, or adversely affects the  
24 safety, use or stability of a public way or drainage channel, the owner of the property upon which the  
25 clearing, grading, excavation or fill is located or other person or agent in control of said property, upon  
26 receipt of notice in writing from the Director, shall within the period specified therein restore the site  
27 affected by such clearing or grading or repair or eliminate such excavation or embankment or fill so as to  
28 eliminate the hazard and be in conformance with the requirements of this chapter
- 29 13.190.040 Clearing and grading permit required – Exceptions.
- 30 No person shall do any clearing or grading without first having obtained a clearing and grading permit  
31 from the Director, unless it meets one (1) of the exception criteria identified in SMC [13.190.045](#) and  
32 meets all of the conditions identified below:
- 33 A. The project includes less than seven thousand (7,000) square feet of land disturbing activity; and  
34 B. The performance and restoration requirements of this chapter are met and best management practices  
35 are utilized to protect water quality; and  
36 C. The activity does not occur in a sensitive area or its buffer regulated under SMC Title [15](#).
- 37 13.190.045 Permit exception criteria.

- 1 A. An on-site excavation or fill for basements and footings of a building, retaining wall, or other structure  
2 authorized by a valid building permit. This shall not exempt any fill made with the material from such  
3 excavation, nor exempt any excavation having an unsupported height greater than four (4) feet after the  
4 completion of such structure;
- 5 B. The depositing or covering of any garbage, rubbish or other material at any solid waste facility  
6 operated by City of SeaTac or King County;
- 7 C. Maintenance of existing driveways or private access roads within their existing road prisms;
- 8 D. Any grading within a publicly owned road right-of-way;
- 9 E. Clearing or grading by a public agency for the following routine maintenance activities:
  - 10 1. Roadside ditch cleaning, provided the ditch does not contain salmonids;
  - 11 2. Pavement maintenance;
  - 12 3. Normal grading of gravel shoulders;
  - 13 4. Maintenance of culverts;
  - 14 5. Maintenance of flood control or other approved surface water management facilities;
  - 15 6. Routine clearing within road right-of-way;
- 16 F. Maintenance or reconstruction of the facilities of a common carrier by a rail in interstate commerce  
17 within its existing right-of-way; provided restoration is consistent with SMC [13.190.100](#);
- 18 G. Excavation less than four (4) feet in vertical depth not involving more than fifty (50) cubic yards of  
19 earth or other material on a single site. This exception does not apply within an area placed into tracts or  
20 easements for a wildlife habitat corridor pursuant to SMC Title [15](#) unless the proposed activity is  
21 otherwise exempt under SMC Title [15](#);
- 22 H. Fill less than three (3) feet in vertical depth not involving more than fifty (50) cubic yards of earth or  
23 other material per SMC [13.190.100](#) on a single site. This exception does not apply within an area placed  
24 into tracts or easements for a wildlife habitat corridor pursuant to SMC Title [15](#) unless the proposed  
25 activity is otherwise exempt under SMC Title [15](#). This exception does not apply to the placing of fill in  
26 fifty (50) cubic yard increments over time on a single site; fill shall not be placed on a single site in fifty  
27 (50) cubic yard increments to avoid the need to obtain a permit;
- 28 I. Minor stream restoration projects for fish habitat enhancement by a public agency, utility or tribe as set  
29 out in SMC Title [15](#);
- 30 J. Clearing and grading, performed as Class I, II, III or IV special forest practice in the City of SeaTac,  
31 that is conducted in accordance with Chapter [76.09](#) RCW and WAC Title [222](#);
- 32 K. Within environmentally sensitive areas, as regulated in SMC Title [15](#), the following activities are  
33 exempt from the clearing requirements of this chapter and no permit shall be required:
  - 34 1. Normal and routine maintenance of existing lawns and landscaping subject to the limitations on the use  
35 of pesticides in sensitive areas as set out in SMC Title [15](#).

- 1 2. Permitted agricultural uses; provided the clearing is consistent with the agricultural exemptions in  
2 sensitive areas as regulated in SMC Title [15](#).
- 3 3. Emergency tree removal to prevent imminent danger or hazard to persons or property.
- 4 4. Normal and routine horticultural activities associated with commercial orchards, nurseries, or  
5 Christmas tree farms in existence on November 27, 1990, subject to the limitations on the use of  
6 pesticides in environmentally sensitive areas as set out in SMC Title [15](#). This does not include clearing or  
7 grading in order to develop or expand such activities.
- 8 5. Normal and routine maintenance of existing public parks trail easements owned by the City of SeaTac  
9 or dedicated to and accepted for maintenance by the City of SeaTac, and private and public golf courses.  
10 This does not include clearing or grading in order to develop or expand such activities in environmentally  
11 sensitive areas. For the purpose of this subsection, a park is defined as any real property managed for  
12 public use which has been previously maintained as a park or has been developed as a park pursuant to a  
13 properly issued permit.
- 14 6. Removal of noxious weeds from steep slope hazard areas and the buffers of streams and wetlands  
15 subject to the limitations on the use of pesticides in sensitive areas as set out in SMC Title [15](#).
- 16 7. Pruning and limbing of vegetation for maintenance of above ground electrical and telecommunication  
17 facilities; provided, that the clearing is consistent with the electric, natural gas, cable communication and  
18 telephone utility exemption in environmentally sensitive areas as regulated in SMC Title [15](#); that said  
19 utility has a franchise agreement or master use permit with the City of SeaTac; and that said utility obtains  
20 the required right-of-way use permit per Chapter [11.10](#) SMC.
- 21 8. Class II, III and IV special forest practices, provided they occur on parcels that meet all of the  
22 following criteria for long-term forestry:
  - 23 a. The parcel is enrolled under the current use taxation program as timber land pursuant to  
24 Chapter [84.34](#) RCW or as forest land pursuant to Chapter [84.33](#) RCW;
  - 25 b. A long-term management plan is approved for the parcel by the Washington Department of Natural  
26 Resources;
  - 27 c. The parcel equals or exceeds five (5) acres in size;
- 28 L. Clearing within seismic hazard area, except on slopes greater than fifteen percent (15%) and subject to  
29 clearing restrictions contained in SMC Title [15](#), wildlife habitat corridors pursuant to SMC Title [15](#),  
30 critical drainage areas established by administrative rule or property-specific development standards  
31 pursuant to SMC Title [15](#); and provided the site contains no other sensitive area features;
- 32 M. Clearing within coal mine hazard area, subject to clearing restrictions contained in this section,  
33 wildlife habitat corridors pursuant to SMC Title [15](#), critical drainage areas established by administrative  
34 rule or property-specific development standards pursuant to SMC Title [15](#); and provided the site contains  
35 no other environmentally sensitive area features; and
- 36 N. Normal and routine maintenance of trail easements owned by the City of SeaTac or dedicated to and  
37 accepted for maintenance by the City of SeaTac.
- 38 13.190.050 Temporary permits.

1 The Director shall have the authority to issue temporary permits for excavations, processing, quarrying  
2 and mining, and removal of sand, gravel, rock and other natural deposits, together with the necessary  
3 buildings, apparatus or appurtenances incident thereto for specific jobs on application for highway, road,  
4 street, airport construction, flood control and other public works projects. In conjunction with such  
5 operations, allied uses such as, but not limited to, rock crushers, concrete-batching plants and asphalt-  
6 batching plants may be authorized by this temporary permit. The Director shall also have the authority to  
7 issue temporary permits for the removal of existing stockpiles of previously mined materials for the  
8 reclamation of land to its best use, consistent with the underlying zoning.

9 A. The Director shall consider the effect of the proposed operation on the City road system and any effect  
10 it may have on surface or groundwater drainage and flood control, and shall make such recommendations  
11 as are necessary to protect the public interest in this regard.

12 B. The Director shall also consider the effect of the proposed operation on the current and future land use  
13 in the area affected by the proposed operation and shall condition permits as necessary to protect the  
14 public interest in this regard. Temporary permits are good for the life of the contract of the specific job  
15 but must be reviewed annually. Each temporary permit site shall be fully restored during the term of the  
16 temporary permit.

17 13.190.060 Applications – Complete applications.

18 A. For the purposes of determining the application of time periods and procedures adopted by this  
19 chapter, applications for permits authorized by this chapter shall be considered complete as of the date of  
20 submittal upon determination by the Director that the materials submitted comply with SMC  
21 Title [16A](#) and contain the following:

22 1. For clearing and grading permits:

23 a. A legal description and boundary sketch of the property;

24 b. A one to two thousand (1:2,000) scale vicinity map with a north arrow;

25 c. Grading plans on a sheet no larger than twenty-four (24) inches by thirty-six (36) inches and including:

26 i. A horizontal scale no smaller than one (1) inch equals thirty (30) feet;

27 ii. Vertical scale;

28 iii. Size and location of existing improvements within fifty (50) feet of the project, indicating which will  
29 remain and which will be removed;

30 iv. Existing and proposed contours at two (2) foot intervals, and extending for one hundred (100) feet  
31 beyond the project edge;

32 v. At least two (2) cross-sections, one (1) in each direction, showing existing and proposed contours and  
33 horizontal and vertical scales;

34 vi. Temporary and permanent erosion-sediment control facilities;

35 vii. Permanent drainage facilities prepared per SMC [12.10.010](#);

36 viii. Structures to be built or construction proposed in landslide hazard areas; and

37 ix. Proposed construction or placement of a structure.

- 1 2. A completed environmental checklist, if required by Chapter [15.700](#) SMC, Environmentally Sensitive  
2 Areas.
- 3 3. Satisfaction of all requirements for grading permits under SMC [13.190.070](#).
- 4 B. Applications found to contain material errors shall not be deemed complete until such material errors  
5 are corrected.
- 6 C. The Director may waive specific submittal requirements determined to be unnecessary for review of an  
7 application.
- 8 13.190.070 Permit requirements.
- 9 A. Except as exempted in SMC [13.190.040](#), no person shall do any clearing or grading without first  
10 obtaining a clearing and grading permit from the Director. A separate permit shall be required for each  
11 site and may cover both excavations and fills.
- 12 B. Application. To obtain a permit, the applicant shall first file an application in writing on a form  
13 furnished for that purpose. The Director shall prescribe the form by which application is made. No  
14 application shall be accepted unless it is completed consistent with the requirements of this chapter and  
15 the requirements of SMC Title [16A](#), Development Review Code. In addition to the requirements of SMC  
16 Title [16A](#), every application shall:
- 17 1. Identify and describe the work to be covered by the permit for which application is made;
- 18 2. Describe the land on which the proposed work is to be done, by lot, block, tract and house and street  
19 address, or similar description that will readily identify and definitely locate the proposed site;
- 20 3. Identify and describe those environmentally sensitive areas, as defined in SMC Title [15](#), on or adjacent  
21 to the site;
- 22 4. Indicate the estimated quantities of work involved;
- 23 5. Identify any clearing restrictions contained in SMC [13.190.140](#), wildlife habitat corridors pursuant to  
24 SMC Title [15](#), critical drainage areas established by administrative rule or property-specific development  
25 standards pursuant to SMC Title [15](#);
- 26 6. Be accompanied by plans and specifications as required in subsections (B) and (C) of this section;
- 27 7. Designate who the applicant is, on a form prescribed by the Department, except that the application  
28 may be accepted and reviewed without meeting this requirement when a public agency or public or  
29 private utility is applying for a permit for property on which the agency or utility does not own an  
30 easement or right-of-way and the following three (3) requirements are met:
- 31 a. The name of the agency or public or private utility is shown on the application as the applicant;
- 32 b. The agency or public or private utility includes in the complete application an affidavit declaring that  
33 notice of the pending application has been given to all owners of property to which the application  
34 applies, on a form provided by the Department; and
- 35 c. The form designating the applicant is submitted to the Department prior to permit issuance; and
- 36 8. Give such other information as may be required by the Director.

1 C. Plans and Specifications. When required by the Director, each application for a grading permit shall be  
2 accompanied by four (4) sets of plans and specifications and other supporting data as may be required.  
3 The plans and specifications shall be prepared and signed by a civil engineer registered to practice in the  
4 State of Washington when required by the Director; provided, the Director may require additional studies  
5 prepared by a qualified geotechnical engineer. If the plans and specifications are returned as a result of  
6 permit denial or any other reason, they shall be returned to the applicant.

7 D. Information on Plans and in Specifications. Plans shall be drawn to an engineer's scale upon  
8 substantial paper or mylar and shall be of sufficient clarity to indicate the nature and extent of the work  
9 proposed and show in detail that they will conform to the provisions of this chapter and all other relevant  
10 laws, rules, regulations and standards. The first sheet of each set of plans shall give the location of the  
11 work and the name and address of the owner and the person by whom they were prepared. The plans shall  
12 include the following minimum information:

- 13 1. General vicinity of the proposed site;
- 14 2. Property limits and accurate contours of existing ground and details of terrain and area drainage;
- 15 3. Limiting dimensions, elevations or finished contours to be achieved by the grading, and proposed  
16 drainage channels and related construction;
- 17 4. Location of all proposed cleared areas, including areas for soil amendment;
- 18 5. Location of any open space tracts or conservation easements if required pursuant to:
  - 19 a. SMC [13.190.140](#);
  - 20 b. SMC Title [15](#);
  - 21 c. Critical drainage area; or
  - 22 d. Property-specific development standards pursuant to SMC Title [15](#);
- 23 6. Calculations of the total proposed area cleared on site as a percentage of the total site area;
- 24 7. Detailed plans of all surface and subsurface drainage devices, walls, cribbing, dams, berms, settling  
25 ponds and other protective devices to be constructed with or as a part of the proposed work, together with  
26 the maps showing the drainage area and the estimated runoff of the area served by any drains;
- 27 8. A determination of whether drainage review applies to the project pursuant to  
28 Chapters [12.05](#) and [12.30](#) SMC, and, if applicable, all drainage plans and documentation consistent with  
29 City of SeaTac Surface Water Design Manual (SMC [12.10.010](#)) requirements;
- 30 9. Location of any buildings or structures on the property where the work is to be performed and the  
31 location of any buildings or structures on land of adjacent owners which are within fifty (50) feet of the  
32 property or which may be affected by the proposed grading operations;
- 33 10. Landscape and rehabilitation plan as required by SMC [13.190.100](#);
- 34 11. Other information as may be required by the Director; and
- 35 12. If the clearing or grading is proposed to take place in or adjacent to a sensitive area as regulated in  
36 SMC Title [15](#), provide information as required by that title.



1 E. Granting of Permits.

2 1. The Director shall determine if the proposed grading will adversely affect the character of the site for  
3 present lawful uses or with the future development of the site and adjacent properties for building or other  
4 purposes as indicated by the comprehensive plan, the shoreline master program, and the zoning code.

5 2. After an application has been filed and reviewed, the Director shall also ascertain whether such grading  
6 work complies with the other provisions of this chapter. If the application and plans so comply, or if they  
7 are corrected or amended so as to comply, the Director may issue to the applicant a grading permit. A  
8 grading permit shall be valid for the number of days stated in the permit but in no case shall the period be  
9 more than two (2) years; provided, that when operating conditions have been met, the permit may be  
10 renewed every two (2) years, or less if a shorter approval and/or renewal period is specified by the  
11 Director.

12 3. No grading permit shall be issued until approved by Federal, State and local agencies having  
13 jurisdiction by laws or regulations.

14 4. Upon approval of the application and issuance of the grading permit, no work shall be done that is not  
15 provided for in the permit. The Director is authorized to inspect the premises at any reasonable time to  
16 determine if the work is in accordance with the permit application and plans.

17 5. The permits from the Director shall be required regardless of any permits issued by any other  
18 department of City government or any other governmental agency who may be interested in certain  
19 aspects of the proposed work. Where work for which a permit is required by this chapter is started or  
20 proceeded with prior to obtaining the permit, the violator shall be subject to such civil penalties as  
21 provided in Chapter [1.15](#) SMC. However, the payment of such civil penalties shall not relieve any  
22 persons from fully complying with the requirements of this chapter in the execution of the work nor from  
23 any other penalties prescribed thereon.

24 13.190.080 Liability insurance required – Exception.

25 The permittee shall maintain a liability policy in an amount not less than five hundred thousand dollars  
26 (\$500,000) per individual, five hundred thousand dollars (\$500,000) per occurrence, and one hundred  
27 thousand dollars (\$100,000) property damage, and shall name City of SeaTac as an additional insured.  
28 Exception: Liability insurance requirements may be waived for projects involving less than ten thousand  
29 (10,000) cubic yards. Liability insurance shall not be required of City of SeaTac departments, divisions,  
30 or bureaus.

31 13.190.090 Operating conditions and standards of performance.

32 A. Any activity that will clear, grade or otherwise disturb the site, whether requiring a clearing or grading  
33 permit or not, shall provide erosion and sediment control (ESC) that prevents, to the maximum extent  
34 possible, the transport of sediment from the site to drainage facilities, water resources and adjacent  
35 properties. Erosion and sediment controls shall be applied as specified by the temporary ESC measures  
36 and performance criteria and implementation requirements in the City of SeaTac erosion and sediment  
37 control standards. Activities performed as Class I, II, III or IV special forest practices shall apply erosion  
38 and sediment controls in accordance with Chapter [76.09](#) RCW and WAC Title [222](#).

39 B. Cuts and fills shall conform to the following provisions unless otherwise approved by the Director:

40 1. Slope. No slope of cut and fill surfaces shall be steeper than is safe for the intended use and shall not  
41 exceed two (2) horizontal to one (1) vertical, unless otherwise approved by the Director.



- 1 2. Erosion Control. All disturbed areas including faces of cuts and fill slopes shall be prepared and  
2 maintained to control erosion in compliance with subsection (A) of this section.
- 3 3. Preparation of Ground. The ground surface shall be prepared to receive fill by removing unsuitable  
4 material such as concrete slabs, tree stumps, brush and car bodies.
- 5 4. Fill Material. Except in an approved sanitary landfill, only earth materials which have no rock or  
6 similar irreducible material with a maximum dimension greater than eighteen (18) inches shall be used.
- 7 5. Drainage. Provisions shall be made to:
  - 8 a. Prevent any surface water or seepage from damaging the cut face of any excavations or the sloping face  
9 of a fill;
  - 10 b. Carry any surface waters that are or might be concentrated as a result of a fill or excavation to a natural  
11 watercourse, or by other means approved by the Department of Natural Resources and Parks.
- 12 6. Bench/Terrace. Benches, if required, at least ten (10) feet in width shall be backsloped and shall be  
13 established at not more than twenty-five (25) foot vertical intervals to control surface drainage and debris.  
14 Swales or ditches on benches shall have a maximum gradient of five percent (5%).
- 15 7. Access Roads – Maintenance. Access roads to grading sites shall be maintained and located to the  
16 satisfaction of the Director to minimize problems of dust, mud and traffic circulation.
- 17 8. Access Roads – Gate. Access roads to grading sites shall be controlled by a gate when required by the  
18 Director.
- 19 9. Warning Signs. Signs warning of hazardous conditions, if such exist, shall be affixed at locations as  
20 required by the Director.
- 21 10. Fencing. Fencing, where required by the Director, to protect life, limb and property, shall be installed  
22 with lockable gates which must be closed and locked when not working the site. The fence must be no  
23 less than five (5) feet in height and the fence material shall have no horizontal opening larger than two (2)  
24 inches.
- 25 11. Setbacks.
  - 26 a. The tops and the toes of cut and fill slopes shall be set back from property boundaries as far as  
27 necessary for safety of the adjacent properties and to prevent damage resulting from water runoff or  
28 erosion of the slopes.
  - 29 b. The tops and the toes of cut and fill slopes shall be set back from structures as far as is necessary for  
30 adequacy of foundation support and to prevent damage as a result of water runoff or erosion of the slopes.
  - 31 c. Slopes and setbacks shall be determined by the Director.
- 32 12. Excavations to Water-Producing Depth. All excavations must either be made to a water-producing  
33 depth or grade to permit natural drainage. The excavations made to a water-producing depth shall be  
34 reclaimed in the following manner:
  - 35 a. The depth of the excavations must not be less than two (2) feet measured below the low water mark.
  - 36 b. All banks shall be sloped to the water line no steeper than three (3) feet horizontal to one (1) foot  
37 vertical.

1 c. All banks shall be sloped from the low-water line into the pond or lake with a minimum slope of three  
2 (3) feet horizontal to one (1) foot vertical to a distance of at least twenty-five (25) feet.

3 d. In no event shall the term “water-producing depth” as herein used be construed to allow stagnant or  
4 standing water to collect or remain in the excavation.

5 e. The intent of this provision is to allow reclamation of the land which will result in the establishment of  
6 a lake of sufficient area and depth of water to be useful for residential or recreational purposes.

7 C. Soil Amendment Requirements. Soil amendments shall be provided in accordance with the  
8 specifications in Appendix C of the Surface Water Design Manual.

9 D. Best Management Practices. Clearing and grading activities at a minimum shall use the erosion and  
10 sediment control best management practices identified in Appendices C and D of the Surface Water  
11 Design Manual as necessary to minimize off-site impacts from the project area.

12 13.190.100 Land restoration.

13 A. Upon the exhaustion of minerals or materials or upon the permanent abandonment of the quarrying or  
14 mining operation, all nonconforming buildings, structures, apparatus or appurtenances accessory to the  
15 quarrying and mining operation shall be removed or otherwise dismantled to the satisfaction of the  
16 Director. This requirement shall not require land restoration on projects completed prior to January 1,  
17 1971, except those covered under previously existing zoning requirements.

18 B. Final grades shall be such so as to encourage the uses permitted within the underlying zone  
19 classification.

20 C. Grading or backfilling shall be made with nonnoxious, nonflammable, noncombustible and  
21 nonputrescible solids.

22 D. Such graded or backfilled areas, except for roads, shall be sodded or surfaced with soil of a quality in  
23 conformance with “native vegetated landscape” specifications as identified in Appendix C of the Surface  
24 Water Design Manual.

25 E. Such topsoil as required by subsection (D) of this section shall be planted with trees, shrubs, legumes  
26 or grasses, and said flora shall meet “native vegetated landscape” specifications as identified in Appendix  
27 C of the Surface Water Design Manual.

28 F. Graded or backfilled areas shall be reclaimed in a manner which will not allow water to collect and  
29 permit stagnant water to remain. Suitable drainage systems approved by the Department shall be  
30 constructed or installed if natural drainage is not possible.

31 G. Waste or soil piles shall be leveled and the area treated as to sodding or surfacing and planting as  
32 required in subsections (D) and (E) of this section.

33 13.190.110 Shorelines.

34 A. Any fill placed upon land adjacent to or beneath any stream or water body shall be contained and  
35 placed so as to prevent adverse effect upon other lands.

36 B. No permit required by this chapter shall be issued for grading upon the shorelines until approved by  
37 the appropriate Federal, State and local authority.

1 C. For grading which requires a shoreline management substantial development permit, the conditions of  
2 the shoreline management substantial development permit shall be incorporated into the conditions of any  
3 permit issued pursuant to this chapter and shall be subject to the inspection and enforcement procedures  
4 authorized by this chapter.

5 13.190.120 Enforcement.

6 The Director is authorized to enforce the provisions of this chapter, the ordinances and resolutions  
7 codified in it, and any rules and regulations promulgated thereunder pursuant to the enforcement and  
8 penalty provisions of Chapter [1.15](#) SMC.

9 If clearing inconsistent with the purposes and requirements of this chapter has occurred on a site, City of  
10 SeaTac shall not accept or grant any development permits or approvals for the site unless the applicant  
11 adequately restores the site. The Director shall require appropriate restoration of the site under an  
12 approved restoration plan which shall include a time schedule for compliance if significant resource  
13 damage has or may occur. If restoration has not been completed within the time established by the  
14 Department, the Director shall order restoration and seek restitution from the property owner through  
15 liens or other available legal methods.

16 13.190.130 Forest practices.

17 A. Class IV Forest Practice. Under a Class IV forest practice, all clearing not otherwise exempted under  
18 this chapter shall be subject to the requirements of this chapter. All such clearing shall be subject to the  
19 State Environmental Policy Act, Chapter [43.21C](#) RCW, and City of SeaTac shall accept or assume lead  
20 agency status. The review of the Class IV application shall be consolidated with the review of the  
21 associated City of SeaTac development permit or approval. Clearing independent of permit or approval  
22 shall require a separate clearing and grading permit pursuant to this chapter which meets any applicable  
23 clearing standards as defined by SMC [13.190.140](#). City of SeaTac will also combine its SEPA review of  
24 Class IV forest practices and City permits.

25 B. Development applications on lands cleared or graded pursuant to a Class II, III or IV special forest  
26 practice as defined in Chapter [76.09](#) RCW, or which are commenced without forest practices or City  
27 authorization, shall be denied for a period of six (6) years unless:

28 1. The applicant demonstrates that the clearing was consistent with the Conversion Option Harvest Plan  
29 reviewed and approved by City of SeaTac pursuant to the SMC Title [16A](#) land use decision process and  
30 incorporated as a condition of the State's forest practice permit, or

31 2. The Director of the Department of Community and Economic Development determines special  
32 circumstances exist which should allow the landowner to be released from the moratorium pursuant to  
33 notice, review and appeal process per SMC Title [16A](#).

34 C. In all cases, lifting or waiving of the six (6) year moratorium is subject to compliance with all local  
35 ordinances.

36 13.190.140 Clearing standards.

37 A. For clearing and grading permits issued under this chapter, the current clearing standards contained in  
38 this section and in the following regulations shall apply:

39 1. Environmentally sensitive areas, SMC Title [15](#), and its adopted administrative rules;

- 1 2. Property-specific development standards pursuant to SMC Title [15](#);
- 2 3. Critical drainage area designations identified by adopted administrative rule;
- 3 4. Wildlife habitat corridors pursuant to SMC Title [15](#); and
- 4 5. Stormwater management, including LID principles and LID BMPs, as identified in the Surface Water
- 5 Design Manual.

6 B. Within environmentally sensitive areas designated pursuant to SMC Title [15](#), uses shall be limited to  
7 those specified in that chapter. Within any other areas subject to clearing restrictions referenced or  
8 contained in this section, the following uses are allowed under a clearing permit:

9 1. Timber harvest in accordance with a timber harvest management plan and clearing permit approved by  
10 the Director. Administrative rules specifying the contents of, and the submittal requirements and approval  
11 criteria for, timber harvest management plans shall be promulgated in consultation with the City of  
12 SeaTac Department of Community and Economic Development prior to any permit approvals for timber  
13 harvest within these tracts or easements;

14 2. Passive recreation uses and related facilities, including pedestrian, equestrian community and bicycle  
15 trails, nature viewing areas, fishing and camping areas, and other similar uses that do not require  
16 permanent structures, if either cleared areas or areas of compacted soils, or both, associated with these  
17 uses and facilities do not exceed eight percent (8%) of the area of the tract or easement. Within wildlife  
18 habitat corridors, trail widths shall be the minimum allowed under adopted trail standards and no other  
19 recreation uses shall be permitted in the one hundred fifty (150) foot minimum width of the corridor;

20 3. Utilities and utility easements, including stormwater facilities, if the uses are within or adjacent to  
21 existing road or utility easements whenever possible. Within wildlife habitat corridors, existing or  
22 multiple utility uses within established easements shall be allowed within the one hundred fifty (150) foot  
23 minimum setback from the habitat corridor. Vegetated LID BMPs are allowed within the wildlife corridor  
24 buffer setback. Development of new utility corridors shall be allowed within wildlife habitat corridors  
25 only when multiple uses of existing easements are not feasible and the utility corridors are sited and  
26 developed using City-approved BMPs to minimize disturbance; and

27 4. Removal of either dangerous trees or damaged trees, or both.

28 13.190.150 Financial guarantees authorized.

29 The Director, or designee, is authorized to require all persons performing work on a project under a  
30 permit covered by this title to post performance and maintenance bonds. Where such persons have  
31 previously posted, or are required to post, other bonds covering either the project itself or other  
32 construction related to the project, such person may, with the permission of the Director and to the extent  
33 allowable by law, combine all such bonds into a single bond; provided, that at no time shall the amount  
34 thus bonded be less than the total amount which would have been required in the form of separate bonds;  
35 and provided further, that such bond shall on its face clearly delineate those separate bonds which it is  
36 intended to replace.

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**Chapter 13.210**

**PROPERTY MAINTENANCE CODE**

Sections:

13.210.010 International Property Maintenance Code.

**13.210.010 International Property Maintenance Code.**

The most current edition of the International Property Maintenance Code, as published by the International Code Council, as now or hereafter amended, is hereby adopted to be the property maintenance code of the City of SeaTac with the following additions, deletions and exceptions:

A. IPMC Section 101.1 shall reflect that the name of the jurisdiction is the City of SeaTac.

B. IPMC Section 102.3 is amended to delete all references to the International Plumbing Code. The last sentence in IPMC 102.3 is hereby deleted in its entirety.

C. IPMC Section 107 Means of Appeal is hereby repealed in its entirety and replaced by the following:

Any references to the Board of Appeals shall be deemed to refer to the Hearing Examiner system of Chapter [1.20](#) SMC.

D. IPMC Section 108 Board of Appeals is hereby repealed in its entirety. E. IPMC Section 110.4 Failure to Comply is hereby repealed in its entirety.

F. IPMC Section 201.3 is amended to delete references to the International Plumbing Code and the International Zoning Code.

G. Subsection 301.3, Vacant structures and land, is repealed in its entirety and replaced by the following:

301.3 Vacant Structures. All vacant structures and premises thereof must comply with this Code. Vacant structures shall be maintained in a clean, safe, secure and sanitary condition provided herein so as not to cause a blighting problem or otherwise adversely affect the public health, safety or quality of life.

301.3.1 Appearance. All vacant structures must appear to be occupied or shall be secured as specified herein.

301.3.2 Security. All vacant structures must be secured against outside entry at all times. Security shall be by the normal building amenities such as windows and doors having adequate strength to resist intrusion. All doors and windows must remain locked. Exterior walls and roofs must remain intact without holes.

301.3.2.1 Architectural (Cosmetic) Structural panels. Architectural structural panels may be used to secure windows, doors and other openings provided they are cut to fit the opening and match the characteristics of the building. Architectural panels may be of exterior grade finished plywood or Medium Density Overlaid plywood (MDO).

1 301.3.2.2 Security fences. Temporary construction fencing shall not be used as a method to  
2 secure a structure from entry for a period exceeding 30 days.

3 301.3.3 Weather protection. The exterior roofing and siding shall be maintained as required  
4 in Section 304.

5 301.3.4 Fire Safety.

6 301.3.4.1 Fire protection systems. All fire suppression and alarms systems shall be  
7 maintained in a working condition and inspected as required by the Fire Department.

8 301.3.4.2 Flammable liquids. No vacant structure or premises or portion thereof shall be used  
9 for the storage of flammable liquids or other materials that constitute a safety or fire hazard.

10 301.3.4.3 Combustible materials. All debris, combustible materials, litter and garbage shall  
11 be removed from vacant structures, their accessory buildings and adjoining yard areas. The  
12 structure and premises shall be maintained free from such items.

13 301.3.4.4 Fire inspections. Periodic fire department inspections may be required at intervals  
14 set forth by the fire chief or his designee.

15 301.3.5 Plumbing fixtures. Plumbing fixtures connected to an approved water system, an  
16 approved sewage system, or an approved natural gas utility system shall be installed in  
17 accordance with applicable codes and be maintained in sound condition and good repair or  
18 removed and the service terminated in the manner prescribed by applicable codes.

19 301.3.5.1 Freeze protection. The structure's water systems shall be protected from freezing.

20 301.3.6 Electrical. Electrical service lines, wiring, outlets or fixtures not installed or  
21 maintained in accordance with applicable codes shall be repaired, removed or the electrical  
22 services terminated to the structure in accordance with applicable codes.

23 301.3.7 Heating. Heating facilities or heating equipment in vacant structures shall be  
24 removed, rendered inoperable, or maintained in accordance with applicable codes.

25 301.3.8 Interior floors. If a hole in a floor presents a hazard, the hole shall be covered and  
26 secured with three-quarter (3/4) inch plywood, or a material of equivalent strength, cut to  
27 overlap the hole on all sides by at least six (6) inches.

28 301.3.9 Termination of utilities. The code official may, by written notice to the owner and to  
29 the appropriate water, electricity or gas utility, request that water, electricity, or gas service to  
30 a vacant structure be terminated or disconnected.

31 301.3.9.1 Restoration of Service. If water, electricity or gas service has been terminated or  
32 disconnected pursuant to Section 313.9, no one except the utility may take any action to  
33 restore the service, including an owner or other private party requesting restoration of service  
34 until written notification is given by the code official that service may be restored.

35 301.3.10 Notice to person responsible. Whenever the code official has reason to believe that a  
36 structure is vacant, the code official may inspect the structure and premises. If the code  
37 official determines that a vacant structure violates any provision of this section, the code



1 official shall notify in writing, the owner of the structure, or real property upon which the  
2 structure is located, or other person responsible, of the violations and required corrections and  
3 shall be given a time frame to comply.

4 301.3.10.1 Alternate requirements. The requirements and time frames of this section may be  
5 modified under an approved Voluntary Correction Agreement (VCA). Within 30 days of  
6 notification that a structure or real property upon which the structure is located, is in violation  
7 of this Section, an owner may submit a written proposed VCA for the code official to review  
8 and approve if found acceptable. A Correction Agreement may allow:

9 1) Extended use of non-architectural panels

10 2) Extended use of temporary security fencing

11 3) Extended time before the demolition of a structure is required

12 4) For substandard conditions to exist for a specific period of time, provided the structure is  
13 secured in an approved manner. When considering a VCA, the code official shall take into  
14 consideration the magnitude of the violation and the impact to the neighborhood.

15 301.3.11 Enforcement. Violations of this section shall be enforced according to the  
16 provisions and procedures of Chapter [1.15](#) of the SeaTac Municipal Code and subject to the  
17 monetary penalties contained therein.

18 301.3.11.1 Abatement. A structure or structure accessory thereto that remains vacant and  
19 open to entry after the required compliance date is found and declared to be a public  
20 nuisance. The code official is hereby authorized to summarily abate the violation by securing  
21 the structure to unauthorized entry. The costs of abatement shall be collected from the owner  
22 in the manner provided by law.

23 301.3.11.2 Unsafe structures and equipment. Any vacant structure or equipment therein,  
24 declared unsafe is subject to the provisions of Section 111 and the demolition provisions of  
25 Section 113.

26 H. The first sentence of IPMC 302.4 Weeds is hereby repealed in its entirety.

27 I. The first sentence of IPMC Section 304.14 Insect Screens is hereby amended to read as follows:

28 At all times, every door, window and other outside opening required for ventilation of  
29 habitable rooms, food preparation areas, food service areas or any other areas where products  
30 to be included or utilized in food for human consumption are processed, manufactured,  
31 packaged or stored, shall be supplied with approved tightly fitting screens of minimum 16  
32 mesh per inch (16 mesh per 25 mm) and every screen door used for insect control shall have  
33 a self-closing device in good working condition.

34 J. The first sentence of IPMC Section 602.3 Heat supply is hereby amended to read as follows:

35 Every owner and operator of any building who rents, leases or lets one or more dwelling  
36 units or sleeping units, on terms, either expressed or implied, to furnish heat to the occupants  
37 thereof shall supply heat at all times to maintain a temperature of not less than 68°F (20°C) in  
38 all habitable rooms, bathrooms, and toilet rooms.



1 K. The first sentence of IPMC 602.4Occupiable work spaces is hereby amended to read as follows:

2 Indoor occupiable work spaces shall be supplied with heat at all times to maintain a  
3 temperature of not less than 65°F (18°C) during the period the spaces are occupied.

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**Chapter 13.220**  
**ENERGY CODE**

Sections:

13.220.010 International Energy Conservation Code.

**13.220.010 International Energy Conservation Code.**

The most current edition of the International Energy Conservation Code as amended by the Washington State Building Code Council and published in Chapters 51-11C and 51-11R WAC is hereby adopted by reference, as now or hereafter amended.

...

**Chapter 13.240**

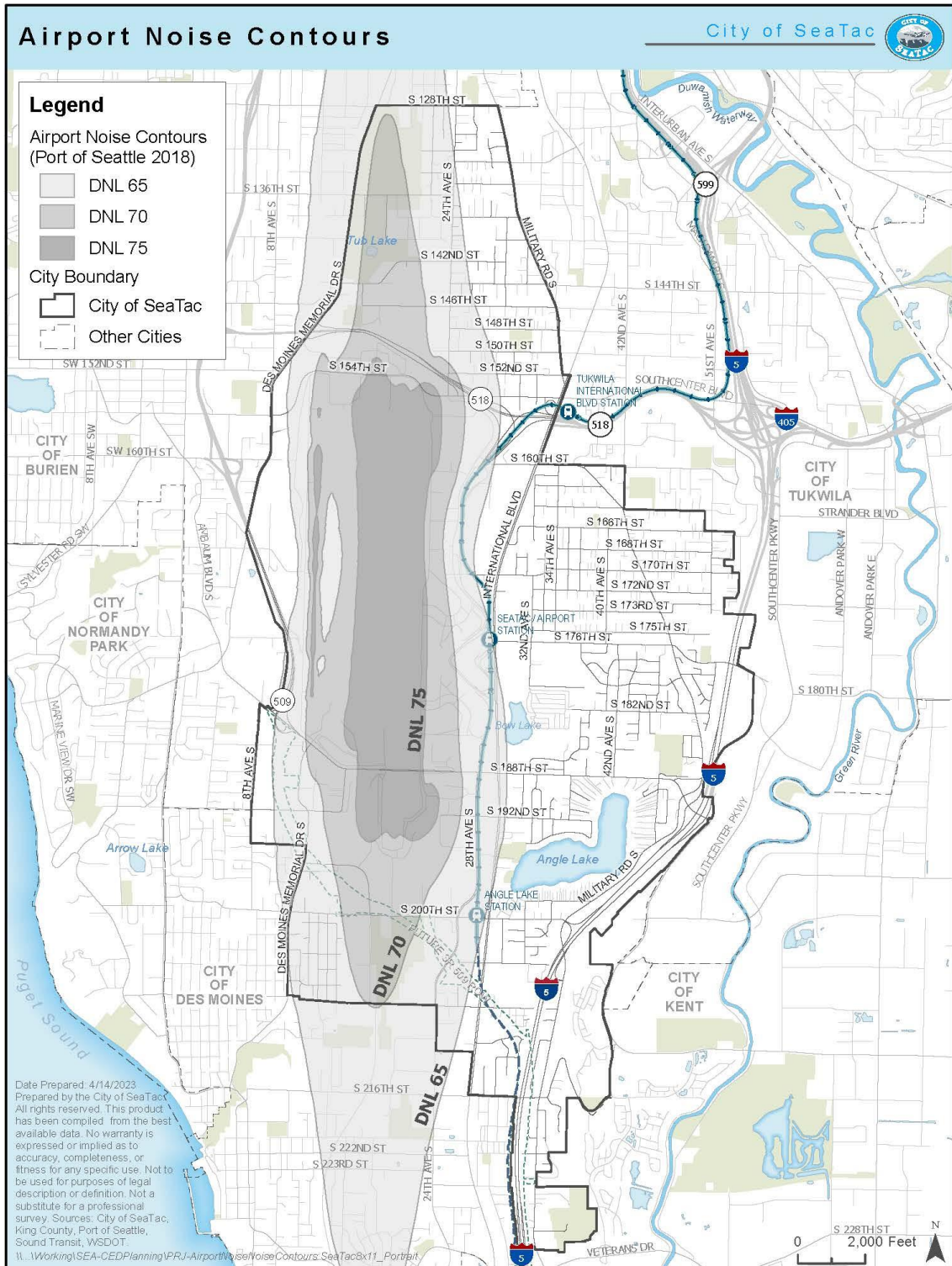
**SOUND TRANSMISSION CODE**

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- Sections:
- 13.240.010 Sound Transmission Code.
  - 13.240.020 Purpose.
  - 13.240.030 Scope.
  - 13.240.040 Application.
  - 13.240.050 Definitions.
  - 13.240.060 Design requirements.
  - 13.240.070 Recognized standards.
  - 13.240.080 Air leakage for all buildings.
  - 13.240.090 SeaTac Noise Program Areas.
  - 13.240.100 Building requirements for a noise level reduction of twenty-five (25) dB.
  - 13.240.110 Building requirements for a noise level reduction of thirty (30) dB.
  - 13.240.120 Building requirements for a noise level reduction of thirty-five (35) dB.
  - ...

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Figure 13.240.090a. NOISE LEVEL REDUCTION MAP



3



# SMC Title 13 Update April 19, 2023



# PRESENTATION OVERVIEW

## PURPOSE OF PRESENTATION

**Staff overview of the update to SMC Title 13, which adopts the Washington State Building Code**

- **Adoption of the 2021 International Codes**
- **Updates to administrative provisions of Title 13**
- **Answer any questions the Committee has regarding the building codes adopted by Title 13**

## WHY IS THIS ISSUE IMPORTANT?

1. The State of Washington regulates construction in order to provide for the health, safety and welfare of the occupants or users of buildings and structures and the general public.
2. The City is required by State law (RCW 19.27.031) to adopt the 2021 State Building Code as amended by the State Building Code Council (SBCC) by February 1, 2021.
3. Title 13 is the local adoption of the State Building Code and contains the administrative provisions for the City.





# POTENTIAL COMMITTEE ACTION

## COMMITTEE ACTION REQUESTED

Recommend approval of the Ordinance to adopt the 2021 State Building Code and amend Title 13 to City Council on the consent agenda

## STAFF RECOMMENDATION

Recommend the Ordinance to amend Title 13 to the full Council for adoption

**REVIEWS TO DATE:** PED Committee Review: April 19, 2023 (today's briefing)





## WASHINGTON STATE BUILDING CODES

Effective July 1, 2023, all jurisdictions in the state are required by RCW 19.27.031 to adopt and enforce the following construction code editions as adopted and amended by the State of Washington:

- 2021 International Building Code (IBC)
- 2021 International Residential Code (IRC)
- 2021 International Mechanical Code (IMC)
- 2021 International Fire Code (IFC)
- 2021 International Existing Building Code (IEBC)
- 2021 Uniform Plumbing Code (UPC) and Uniform Plumbing Code Standards
- 2021 International Energy Conservation Code (IECC)
- 2021 Wildland-Urban Interface Code

## WASHINGTON STATE BUILDING CODES

Code	Abbreviation	State WAC	SMC	Comments
Intl. Building Code	IBC	51-50	13.110.020	Includes *SBCC amendments; minor local amendments
Intl. Swimming Pool & Spa Code	ISP&SC	51-50	13.110.020/030	Is adopted by reference by IBC and IRC for specific occupancies
Intl. Residential Code	IRC	51-51	13.110.030	Includes *SBCC amendments; minor local amendments
Intl. Existing Building Code	IEBC	51-50	13.110.040	Includes *SBCC amendments
Intl. Fire Code	IFC	51-54A	13.150.010	Includes *SBCC amendments and some local amendments
Intl. Mechanical Code	IMC	51-52	13.160.010	Includes *SBCC amendments and some local amendments
Uniform Plumbing Code	UPC	51-56	13.170.010	Includes *SBCC amendments
Intl. Plumbing Code	IPC		13.170.010	Local adoption; approved alternate to UPC
Intl. Property Maintenance Code	IPMC		13.210.010	Local adoption with local amendments
Intl. Energy Conservation Code Washington State Energy Code	IECC WSEC	51-11C/51- 11R	13.220.010	Extensively amended by the SBCC- most commonly referred to as the WSEC
Intl. Wildland-Urban Interface Code	WUIC	51-55	13.110.050	Includes *SBCC amendments

\*State Building Code Council. This body is formed and has its authority to promulgate the State code under RCW 19.27.070 and 19.27.074



## Summary of Changes

- Revised language to clarify purpose and scope of Title 13
- Simplify the local adoption of the State building Code
- Reduce duplication of language found throughout the title
- Harmonize local amendments with the codes they amend
- Update the Sound Transmission Code map
- Provide clarity for administrative procedures
- Align duties and responsibilities in the Title 13 with the current organizational structure
- Proposed Valuation Calculation Change



- **Revised language to clarify purpose and scope of Title 13**

Expanded purpose and scope language clearly identifies intent and purpose of the adoption of the construction codes in Title 13. New language aligns with Council adopted vision

- **Simplify mandatory adoption of the WA State Building Codes**

Cities incorporated under RCW 35.22 are required by the State Building Code Act (RCW 19.27.031) to adopt the WA State Building Code. By updating the adoption language in the code, the WA State Building Code is adopted in SeaTac automatically on the effective date, leaving staff and Council to focus on local issues.



- **Reduce duplication of language found throughout the title**  
Reducing duplicative language provides a clearer and easier document to read, improves accessibility for the public
- **Harmonize local amendments with the codes they amend**  
Mainly a housekeeping element. As codes are updated section references change. Local amendments need to be updated to reference the correct section
- **Update the Sound Transmission Code map**  
The map in Chapter 13.240 was developed in 1985 for noise contours expected in 2000. An updated map (2014) is available. Updating the map will preserve the noise reduction benefits of the Sound Transmission Code without imposing unnecessary construction expenses.

- **Provide clarity for administrative procedures**

There are numerous administrative actions that can occur during the permitting process. The locally adopted administrative procedures in the SMC currently provide little guidance or clarity. Updated language provides more information by:

- providing clear definitions
- identifying responsible official for certain actions
- identifying major permitting process milestones and their timelines
- aligns permitting milestones for all permits regulated by Title 13



- **Align duties and responsibilities in the Title 13 with the current organizational structure**

The City's organizational structure was realigned in 2011, creating the Community and Economic Development Department, to include Planning and Building Services (formerly in Public Works Department).

The proposed updates reflect the current organizational structure and realign duties and responsibilities as was intended during the reorganization.



- **Proposed Valuation Calculation Change**

The current code specifies changes to the project valuations twice a year, based on an industry standard table. This proposal recommends updates to project valuation once per year, in August, rather than in February and August.

The current code also adopts modifiers for certain, very limited types of projects. This proposal recommends eliminating the modifiers.

Valuation data is not significantly different for South Puget Sound cities and no other City in our area uses these modifiers. A fee study to be conducted later in the year will provide a more equitable means for assessing fees.



# POTENTIAL COMMITTEE ACTION

## COMMITTEE ACTION REQUESTED

Recommend approval of the Ordinance to adopt the 2021 State Building Code and amend Title 13 to City Council on the consent agenda

## STAFF RECOMMENDATION

Recommend the Ordinance to amend Title 13 to the full Council for adoption

**REVIEWS TO DATE:** PED Committee Review: April 19, 2023 (today's briefing)



# Questions?





## MEMORANDUM COMMUNITY & ECONOMIC DEVELOPMENT

Date: 4/19/2023  
To: Planning & Economic Development (PED) Committee  
From: Evan Maxim, Community & Economic Development Director  
Subject: CRF2022-15: Partnership for Culturally Sensitive Foodbank

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### Summary

Councilmember Iris Guzmán submitted Council Request Form 2022-15 (CRF2022-15) in late 2022, requesting that the City seek to develop a partnership to create a culturally responsive food bank in the City of SeaTac. Following a response by CED staff, CRF2022-15 was referred by the City Council to the Planning and Economic Development (PED) committee for further review and direction.

Community and Economic Development (CED) staff have continued to explore two options to create a culturally responsive food bank for the SeaTac community. CED staff are seeking PED committee guidance related to pursuing one or both options.

### Analysis

The two options summarized below are not exclusive and it may make sense for the City to engage in the pursuit of both options.

Option 1: Study / research to inform a long-term strategy. At the March 14 City Council study session, the City Council directed CED staff to prepare a budget amendment to fund the update of SeaTac's goals and implementation strategies to provide human services to the SeaTac community. CED staff anticipate returning to the City Council for a budget amendment in late Q2 of 2023.

As part of this work, staff would work with the consultant to develop goals and an implementation strategy related to providing access to culturally appropriate food for the community. Presuming that funding is approved by the City Council in late Q2 of 2023, completion of the human services strategic plan along with long term implementation strategies would be anticipated in 2024.

Option 2: Pilot program. In 2022 Essentials First applied for Human Services funds from the City of SeaTac (attached) to provide socially and culturally responsive food options. Ultimately, the Community Services Advisory Committee (CSAC) did not recommend approval of this application.

CED staff have consulted with Essentials First and determined that the Essentials First proposal could be modified to provide a "pilot program" in SeaTac. The pilot program could include the provision of culturally sensitive food boxes and gift cards for SeaTac food stores for 60 to 70 families. As part of the pilot program, information would be collected related to the need for this type of human service (culturally responsive food banks). Information gathered as part of the pilot program would inform development of a future implementation strategy developed as part of "Option 1".

If the PED committee supports this option, staff will develop a pilot program and seek a budget amendment approval by the A&F committee and City Council, (late Q2 or early Q3) with the goal of supporting two to three months of service in 2023.

### **Budget Significance**

CED staff are in the process of developing a budget amendment request to fund the development of a human services strategic plan. A specific dollar amount for the budget amendment has not yet been established. If the PED committee supports "Option 1", the budget amendment request would include this additional work.

Based upon preliminary discussions with Essentials First, staff anticipates that "Option 2" would require approximately \$20,000 or less. If the PED committee supports "Option 2" staff will finish development of the pilot program.

### **PED Committee Direction**

CED staff is seeking guidance from the PED committee on whether to pursue "Option 1", "Option 2", or both options.

### **Alternative(s)**

Provide direction to CED staff to halt work on CRF2022-15.

### **Packet Materials**

- A. This memo
- B. CRF2022-15: Partnership for Culturally Sensitive Foodbank
- C. Essentials First Application
- D. PowerPoint presentation





# COUNCIL REQUEST FORM (CRF)

**Tracking Number (Executive Asst. to assign):** 2022-15

Revision date: 3/15/22 LKE

## CITY COUNCILMEMBER TO COMPLETE

*Please click on the "Click here to enter text". This opens the text boxes which expand as you type.*

■ **Date of Request:** 10/1/2022

■ **Desired Response Date:** 12/31/2022  
*Is this issue time sensitive; are there other timing factors to consider?*

■ **Title of Request:** Partnership to create a culturally responsive food bank in SeaTac

■ **Requestor:** Iris Guzmán

Click on one:

**Policy**                       **Operations**

Choose one:

**Action (click one):**  Proclamation  Motion  Resolution  Ordinance  
 **Research**  
 **Information**  
 **Other (describe)**

■ **Issue**

*A clear concise description of the issue(s) that need/s) to be addressed.  
Click here to enter text. Work in partnership with a local agency (non-profit, church, mosque, etc) to create a food bank within the SeaTac city limits that provides culturally responsive food to our diverse residents.*

■ **Background**

*Please detail all necessary information essential to the understanding of the problem statement and request.*  
Currently, there is no food bank within SeaTac that we partner directly with. During the shutdown due to COVID, Praisealleguh (a church located off 208<sup>th</sup>), was providing food boxes to residents in response. This was time limited, and they did not receive funding from the city of SeaTac. Also, many of the food items were not familiar to some of our diverse residents, therefore, they were not accessing them in large numbers. Currently, the two food banks serving our residents are in Des Moines and Tukwila. Both are difficult to access without a personal vehicle.

■ **Request**

*What is being requested to assist in addressing the issue described? What specific scope of work would you like the City staff to address?*  
SeaTac residents deserve to have a food bank located in our city limits that is accessible and provides food from their various cultures. This should be in partnership with local agencies, churches or mosques who can help provide cultural foods by knowing where to shop for them or receive donations.

■ **Connection**

*How is the work connected to a current or upcoming decision before the City Council?*  
This is a response to ongoing food insecurity needs in our community.

## Relationship to City Business or Proposed City Business/Services

Describe how this will enhance what is already offered and/or what it will provide that is not currently available.

*This will strengthened partnerships between the city of SeaTac's Human Services Dept. and community agencies, mosques and churches in providing a direct food resource to our residents many who have to choose between paying the bills or putting food on the table.*

Why is this the City's issue to address?

## Connection to Comprehensive Plan

Choose all that apply.

- Introduction/Framework (community engagement)
- Land Use
- Housing & Human Services
- Transportation
- Capital Facilities
- Utilities
- Community Design
- Economic Vitality
- Environment
- Parks, Recreation & Open Space
- None Applicable

## Describe specifically how this request is connected to the Comprehensive Plan categories you checked above.

It will expand the reach of our Human Services Dept. and funding we grant for direct services in the community.

## Connection to Citywide Goals

Choose one or more below

### Promote Our Neighborhoods

Develop Urban Villages around light rail stations that promote programs and activities and maintain single-family neighborhoods to create a sense of place.

### Build Effective & Accountable Government

Increase community trust through better community engagement, collaboration, and transparency.

### Create & Preserve Housing

Ensure access for all to adequate, safe, and affordable housing, and basic human services.

### Expand Green & Public Spaces

Enhance the community by maintaining and improving parks and community spaces.

### Increase Connectivity & Safety

Create a more cohesive city by investing in infrastructure and leveraging partnerships to promote pedestrian mobility, public safety, and access to public transit.

### None Applicable

## Explain how this request fits the City Goals checked above.

This will help increase safety and reduce noise, fires and resident complaints and concerns surrounding the use of illegal fireworks.

- **Options** - describe proposed options for moving the idea or issue forward for the body to consider.  
Explore partnerships with a variety of entities (not just local Christian churches) to help house a food bank.
- **Supporting Documentation** - are there documents that support your request or that should be considered?  
Please see Alimentando al Pueblo as an example of what a culturally responsive food bank looks like.  
[Alimentando al Pueblo](#)

### Email this form to the Executive Assistant

The Executive Assistant will email acknowledgement of receipt and begin the process with the City Manager who is responsible for assigning the Council Request to the appropriate staff.

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## COUNCIL REQUEST WORK FLOW (staff to complete)

### STEP 1 Acknowledgement and Staff Assignment

#### ACTION: Executive Assistant

- Enter CRF on the status report
- Assign a tracking number
- Save CRF on the network drive
- Email receipt of CRF to requestor
- Email CRF to the City Manager for department head(s) assignment

#### ACTION: City Manager

Enter date received: 10/16/2022

Enter Department Head(s) assigned and due date: CED, 11/14/2022

Email CRF to assigned Department Head(s); copy Executive Assistant; copy Deputy City Manager for PW, PCPS, and CED

### STEP 2 Preliminary Response

**ACTION: Department Head(s) – Complete each question in this section**

Enter estimated time needed to complete the request (in hours):

- **(Optional) Engage in study / research to determine the existing need and best approach to creating a culturally sensitive food bank.**
  - 200 hours
- **Select partner organization to operate food bank and develop a partnership to support creation of a food bank. Identify possible food bank locations and evaluate site options and secure food bank site.**
  - 3,120 = Est. 1,560 hours (0.75 FTE) for two years
- **Startup of food bank, support partner organization**
  - 2,080 = Est. 1040 hours (0.5 FTE) for two years

Enter estimated completion date based on current workload:

- **(Optional) Study / research** December 2023
- **Partnership** January 2024
- **Identify and secure site** January 2025

- **Complete startup of food bank** **January 2027**

What is the estimated budget impact/cost?

- **(Optional) Study / research** ~\$14,000 (one time, unbudgeted)
- **Partnership, site acquisition support** ~\$217,000 (staffing, unbudgeted)
- **Site acquisition** Unknown (unbudgeted)
- **Startup, partnership support** ~\$138,000 (staffing, unbudgeted)

Department Head(s) Comments (*optional*):

**The CRF seeks to create a food bank like the Ailimentando Al Pueblo Latinx food bank within SeaTac. In preparing the response to this CRF, staff has assumed that one or more partnership organizations will need to be identified, a new location for the food bank secured (either through acquisition, lease, or other agreement), and that ongoing staff support will be required through the initial start up.**

**The SeaTac community is currently served by three food banks: the Des Moines, Tukwila, and Highline (Burien) food banks. Food can be delivered to families in need upon request (e.g. DoorDash, Meals on Wheels, etc.) None of these food banks are in SeaTac and none are currently focused on culturally sensitive food options as requested in the CRF. Two of the food banks offer food preparation classes. SeaTac contributes funding to all three organizations through its Human Services grants.**

**In 2022, the City received an application for Human Services funding from Essentials First for a World Foods program. Staff understands that the City did not recommend funding for this decision card because the City is currently served by the three existing food banks.**

**The optional study is intended to provide additional information to the City on the existing need and best approach to providing culturally sensitive food options. The study could also explore whether a SeaTac location would maximize access. It may be possible to develop alternative approaches, based upon further study, to providing culturally sensitive food options. For example, the City could work with existing partner organizations to require the that they provide culturally sensitive food as a condition of funding approval.**

Email CRF to City Manager by due date; copy Deputy City Manager for PW, PCPS, and CED

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## STEP 3 Review and Category Assignment

### ACTION: City Manager

Review Department Head preliminary response/estimates and select a box below in accordance with the Council Administrative Procedures:

- Minor Less than one hour
- Minor but Council referral/approval requested due to nature of request
- Significant More than one hour, but less than three hours
- Significant but Council referral/approval requested due to nature of request
- Major More than three hours. Council referral to Council Committee [Click here to enter text.](#)
- Major More than three hours. Approval to proceed. Council Committee not applicable

Email CRF to the Executive Assistant

## STEP 4 Routing Based on Category

### ACTION: Executive Assistant

Choose one box below based on category assigned in step 3 above:

#### Minor and Significant

Email CRF to Department Head(s) to complete the final response in Step 6 (**skip Step 5**). Copy the City Manager and DCM for PW, PCPS, and CED.

#### Major or Minor/Significant to Council due to nature of request

Add to City Manager's Council Meeting Notes for next Regular Council Meeting

Email the updated CRF to City Council

Note: email at least 24 hours before the RCM if Council approval/referral is being requested

## STEP 5 Following Council Action at RCM

### ACTION: Executive Assistant

#### Check the Council Actions posted by the City Clerk following the RCM

Choose an option below:

#### Council Referral

- Enter Council Committee and RCM date: [Click here to enter text](#).
- Update the CRF and status report
- Email responding Department Head(s); copy Deputy City Manager for PW, PCPS, and CED
- Email updated CRF form to City Council
- Track milestones to resolution on the status report in Teams

#### Approval to proceed. Council Committee referral not applicable.

- Enter RCM Meeting approval date: [Click here to enter text](#).
- Update the CRF and status report
- Email responding Department Head(s); copy Deputy City Manager for PW, PCPS, and CED
- Email updated CRF form to City Council
- Track milestones to resolution on the status report in Teams

#### If Council did **NOT** approve referral to Committee or Approval to Proceed:

- Mark as closed on CRF and status report
- Move to closed folder
- Email the Department Head(s) assigned; copy Deputy City Manager for PW, PCPS, and CED with a reminder to track progress on the status report in Teams
- Email updated CRF form to City Council

**STOP HERE.** Steps 6 and 7 are not relevant

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## Step 6 Assigned Department Head(s) Provide Response

### **ACTION: Department Head(s) final response**

Enter final response to Minor and Significant, or Major Approval to Proceed without referral to Council Committee – reference step 4 above.

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Enter response date: [Click here to enter text.](#)

Enter actual staff time spent: [Click here to enter text.](#)

Insert response here (**expandable field**) or as an attachment.

Email CRF to Executive Assistant

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## Step 7 Review and Routing of Final Response

This section is only used for: Minor and Significant, or Major Approval to Proceed without referral to Council Committee – reference step 6 above.

### **ACTION: Executive Assistant**

Email CRF with final response to City Manager for review; copy Deputy City Manager for PW, PCPS, and CED

### **ACTION: City Manager**

If response is satisfactory, email Executive Assistant to email CRF to City Council and close.

**OR**

If response requires editing, email back to Department Head(s) for edits, copy Executive Assistant, copy Deputy City Manager for PW, PCPS, and CED. Once response edited satisfactorily, email Executive Assistant to email CRF to City Council and close.

### **ACTION: Executive Assistant**

Email updated CRF to City Council

Update the status report

Move the CRF to the closed folder



## Application Narrative: Essentials First - Formerly known as Kits for Peace - Essentials First - World Food Program

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### **Linked Agency Profile**

Essentials First - Formerly known as Kits for Peace

### **Application Years**

### **Program Name**

Essentials First - World Food Program

## Grant Request and Brief Budget Overview

Detailed budget information will be required to be completed and uploaded in the Program and Budget Detail attachment.

### **Check all the cities to which you are applying.**

Auburn, Bellevue, Federal Way, Issaquah, Kent, Kirkland, Redmond, Renton, Sammamish, SeaTac, Tukwila

### **Auburn 2021 Awarded Amount**

### **Auburn 2023 Requested Amount**

\$25,000

### **Bellevue 2021 Awarded Amount**

### **Bellevue 2023 Requested Amount**

\$25,000

### **Federal Way 2021 Awarded Amount**

### **Federal Way 2023 Requested Amount**

### **Issaquah 2021 Awarded Amount**

### **Issaquah 2023 Requested Amount**

\$8,000

### **Kent 2021 Awarded Amount**

### **Kent 2023 Requested Amount**

\$25,000

### **Kirkland 2021 Awarded Amount**

### **Kirkland 2023 Requested Amount**

\$8,000

### **Redmond 2021 Awarded Amount**

### **Redmond 2023 Requested Amount**

\$12,000

### **Renton 2021 Awarded Amount**

**Renton 2023 Requested Amount**

\$12,500

**Sammamish 2021 Awarded Amount**

**Sammamish 2023 Requested Amount**

\$8,000

**SeaTac 2021 Awarded Amount**

**SeaTac 2023 Requested Amount**

\$25,000

**Tukwila 2021 Awarded Amount**

**Tukwila 2023 Requested Amount**

\$9,500

**(\$)Total Requests to All Cities**

158000

**2021 Total Program Budget (Actual)**

\$0

**2023 Total Program Budget (Projected)**

\$170,000

**If there is a significant increase (more than 10%) in the 2023 proposed budget, please check all that apply.**

Meeting new/increased community need, Serving additional clients

## Program Information

**In one to three sentences, provide an overview of the program.**

This program provides access to socially and culturally food to marginalized communities who are also facing food insecurity in addition to hygiene insecurity. Non perishable food is provided either in packed boxes or access to this food is provided by giving food cards to ethnic food stores that can be used to procure socially and culturally appropriate food.

**Program Contact Name**

Khizer Sheriff

**Program Contact Email**

khizer@essentialsfirst.org

**Program Contact Phone**

425-213-7810

**Grant Writer Contact Name**

**Grant Writer Contact Email**

## Program Description

**What specific, emerging, and/or unique issue is the community you serve facing?**

Purchase of culturally appropriate food as well as food cards for Immigrants and new refugees moving in to our area . In addition the challenges of assimilating, learning a new language, finding housing, getting new skills to get employed, this demographic lacks access to culturally appropriate food. Ethnic food is more expensive and not easy accessible. Food banks also mostly provide mainstream food. It is left to organizations like Essentials First to provide these families access to this type of food.

**Describe your proposed program. Include details on the services provided, how and who will deliver these services.**

Along with essential hygiene items, Essentials First will keep packed perishable food boxes for various ethnic demographics - Latino, Brazilian, Asian, Afghan, Slavic, Somali, Mid East etc. - customized with specific culturally appropriate food products sourced from these regions. In addition, there are limited amounts of gift cards for local ethnic food stores that will be procured and made available. Low income families and new immigrant/refugee populations who are facing hygiene insecurity are eligible to receive these food resources.

**Who will be served by this program?**

Immigrants and new refugees moving in to our area face multiple challenges. In addition the challenges of assimilating, learning a new language, finding housing, getting new skills to get employed, they are are faced with lack of access of culturally appropriate food. Ethnic food is more expensive and not easy accessible. State and federal programs provide EBT cards that many times cannot be used at many ethnic food stores. Food banks also mostly provide mostly mainstream food items. It is left to organizations like Essentials First to provide these families access to this type of food. We will be serving Afghan refugees, Ukrainian refugees, Latino immigrants, refugees from Iraq/Syria, Somali community, and other ethnic communities lacking the resources to access socially and culturally appropriate food

**How do clients hear about the services or the work that you provide?**

Essentials First does not discriminate based on a client's zip code and provides assistance to whoever is in need. Our marketing collateral clearly outline the many ways a client may interact with us including contact details such as office address, phone number, social media handles and easy to use QR code for website in addition to URL. Our brochures are available at select food bank locations and clients are encouraged to visit our Bellevue office directly to get assistance. In addition, we conduct distribution events regularly where we are able to meet recipients of aid directly and provide hygiene essentials, blankets, COVID-19 testing kits, food cards to name a few of our services. Our strongest channel remains word-of-mouth and referrals from our partner organizations. Clients hear about our services through direct presentations at provider forums, human services meetings, faith based communities and school districts etc.

## Program Impact

**How is your organization working to address disparities based on race, gender, income, and other factors within your organization and in the services you provide? What changes or impacts have you seen as a result of your efforts?**

Disparities based on race, gender, income etc and other underlying social and economic inequities disproportionately affect people of color and other underserved communities. Addressing these disparities is important and Essentials First has been engaging in a broad range of efforts on this as follows:

- Removing barriers to access: Essentials First services are free and open to all regardless of race, creed, religion, color, age, disability, pregnancy, marital status, parental status, veteran status military status, domestic violence victim status, national origin, political affiliation, sex, predisposing genetic characters, sexual orientation, gender identity or gender expression, or any other status protected by law.

The diverse Board of Essentials First has representation from African American, Ukrainian, Latino, Ethiopian, and Afghan communities. Many ethnic communities needing socially & culturally appropriate food from these communities are referred to Essentials First through them

**Outcome Measure 1: Explain the Outcome Measure that you plan to track using this format: xx% of clients will achieve this result. Include your data collection methodology.**

The goal is to address the culturally specific food needs of people, so clients who receive our food box will get a survey that will ask, "Does this food box/gift card help you get the food you wouldn't otherwise be able to get?". Clients will be surveyed and we expect a 80% satisfied/very satisfied response to our surveys on client satisfaction with regard to the food access program

**Only one measure of program success (i.e. Outcome) is required. Do you have a second outcome?**

No

## Program Accessibility

**What percentage of your staff identifies as black, indigenous, and people of color (BIPOC)?**

More than 75%

**This program has mechanisms in place to make its services affordable to all populations.**

Free

**All program facilities are accessible to individuals with disabilities according to the ADA Accessibility Guidelines.**

Yes

**This program provides services in office location(s) in these cities.**

Bellevue, Kent, Redmond

**This program is accessible in terms of transportation.**

Close public transportation, Program staff travels to clients

**This program strives to accommodate client schedules.**

Evenings, On Demand and/or Same Day

**The program is accessible in terms of language (offering translation and interpretation services). In what ways is your program accessible in terms of languages?**

Translated materials, Program and/or agency staff speaks languages other than English, Interpretation on demand

**How does your program prioritize services?**

First come, first served (e.g. wait lists)

## Additional Information

**Any other information that you would like to share that would help in making a funding decision?**

## Additional Required Documents

To access training materials and required template for upload, please go to

[www.share1app.org/application](http://www.share1app.org/application).

**Program and Budget Detail Attachment**

2023-24 Program and Budget World food Program.xlsx

**Additional City Requirements**

2023-24-SKC-Supplemental-Questions World Food.pdf

## Certification Statement and Submission

**I have reviewed, understand, and am prepared to comply with city-specific minimum requirements should this program receive funding.**

Yes

I have the authority and hereby certify that the information contained in this application and the accompanying documents are true, that all financial documents have been reviewed for accuracy, and that the application is made with the knowledge and proper authorization of the organization. The application, if funded, may be included in a contracting process. As this application is made to one or more government entities, I understand this is a government document that is subject to applicable laws regarding disclosure. In typing my name below, I hereby agree with this certification statement. I understand that this is the same as my printed signature at this time.

**Authorized Signer**

Khizer Sheriff

**Record Label**

## Application Narrative: File Attachments

**Program and Budget Detail Attachment**

2023-24 Program and Budget World food Program.xlsx

Budget

REVENUES	2021 Awarded	2023 Requested	Difference %	EXPENSES	2021 Actual	2023 Projected	Cities' Share
Auburn	\$0	\$25,000		Salaries/Wages	\$0	\$35,000	\$35,000
Bellevue		\$25,000		Benefits		\$3,000	\$3,000
Burien				Admin/Indirect	\$0	\$0	\$0
Covington				Depreciation			
Des Moines				Direct Aid to Clients	\$0	\$120,000	\$120,000
Federal Way				Equipment/Supplies/Office	\$0		
Issaquah		\$8,000		Insurance	\$0	\$0	\$0
Kenmore				Postage/Shipping		\$0	
Kent		\$25,000		Printing/Advertising		\$0	
Kirkland		\$8,000		Professional Services/Dues/Fees	\$0	\$0	
Redmond		\$12,000		Rent and Utilities	\$0	\$0	\$0
Renton		\$12,500		Repair/Maintenance			
Sammamish		\$8,000		Telecommunications	\$0	\$0	
SeaTac		\$25,000		Travel and Training			
Shoreline		\$0		In-Kind*	\$0	\$12,000	\$0
Tukwila		\$9,500		Other*			
<b>Subtotal</b>	<b>\$0</b>	<b>\$158,000</b>		<b>Total</b>	<b>\$0</b>	<b>\$170,000</b>	<b>\$158,000</b>
				2021 to 2023 Budget Difference (%)			
County government funds		\$0		Total # of paid FTEs:		0.5	
State/federal government				Total # of unpaid FTEs (if volunteer-run):		1	
Foundations							
Corporations				Surplus/deficit 2023 explanation			
Private funds		\$0		This is a new program that we are starting in 2022			
Fundraising							
In-Kind*		\$12,000					
Other*							
<b>Subtotal</b>	<b>\$0</b>	<b>\$12,000</b>					
<b>TOTAL</b>	<b>\$0</b>	<b>\$170,000</b>					
*In-kind or other revenue explanation (if applicable)							
Hygiene drives organized to collect essential items that go int our kits							

Service Units

	Service Unit 1			Service Unit 2			Service Unit 3		
Name	Basic Needs Supplies								
Measurement	Bundle of items								
Brief Description	Food Boxes with socially and culturally appropriate food including halal products etc.								
	2021 Actual	2023 Projected	2023 City Funded	2021 Actual	2023 Projected	2023 City Funded	2021 Actual	2023 Projected	2023 City Funded
Auburn		200	200						
Bellevue	0	200	200						
Burien									
Covington									
Des Moines									
Federal Way									
Issaquah		70	70						
Kenmore									
Kent	0	200	200						
Kirkland		70	70						
Mercer Island			N/A			N/A			N/A
Redmond	0	100	100						
Renton		100	100						
Sammamish		50	50						
SeaTac	0	200	200						
Shoreline		0							
Tukwila	0	100	100						
Seattle			N/A			N/A			N/A
Other KC		500	N/A			N/A			N/A
Outside KC		100	N/A			N/A			N/A
Unknown		0	N/A			N/A			N/A
<b>TOTAL</b>	<b>0</b>	<b>1890</b>	<b>1290</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

If 2023 projected services are significantly different than those actually provided in 2021, or if your cost per service unit varies between cities, please explain.



Service Units

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Residents

	Residents		
	2021 Actual	2023 Projected	2023 City Funded
Auburn		200	200
Bellevue	0	200	200
Burien			
Covington			
Des Moines			
Federal Way			
Issaquah		70	70
Kenmore			
Kent	0	200	200
Kirkland	0	70	70
Mercer Island			N/A
Redmond	0	100	100
Renton		100	100
Sammamish	0	50	50
SeaTac	0	200	200
Shoreline	0	0	
Tukwila	0	100	100
Seattle			N/A
Other KC		500	N/A
Outside KC		100	N/A
Unknown			N/A
<b>TOTAL</b>	<b>0</b>	<b>1890</b>	<b>1290</b>

## Agency Profiles: Essentials First - Formerly known as Kits for Peace

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**Linked Applicant**

admin@kitsforpeace.com

### Agency Information

Please review below agency profile and update necessary.

**Agency Name**

Essentials First - Formerly known as Kits for Peace

**EIN #**

833737538

**DUNS #**

**CEO/Executive Director Name**

Nickhath Sheriff

**CEO/Executive Director Email**

Nicky@essentialsfirst.org

**CEO/Executive Director Phone**

4255027768

**Agency Main Office Address**

919 124th Av. NE, Suite 103

**Agency Main Office City**

Bellevue

**Agency Main Office State**

Washington

**Agency Main Office Zip**

98005

**Please describe the services provided by the agency.**

More than four years ago, the youth led and managed non-profit organization Kits for Peace (an independent 501c3) started providing emergency and personal care kits to those experiencing hunger and homelessness in the Pacific Northwest.

Our story began to expand when the pandemic exposed a major gap in personal and household hygiene support across the state. In response, we ramped up our efforts to serve all households in need including those who regularly visit food banks. Kits for Peace was overwhelmed with requests for basic household and personal hygiene items. Over the course of the last year the organization procured hygiene essentials such as soap, shampoo, laundry detergent, hand sanitizer, masks, cleaning wipes, feminine hygiene products, toothbrush/paste, and other basic hygiene items and has distributed kits with these items to over 900 families in various local districts.

We are proud to share that our volunteers have packed and distributed more than 500,000+ hygiene items to neighbors in need just in the last year.

In Feb 2021, we completed a needs assessment to help understand the extent of the gap we are trying to fill.

In Sept. 2021, Kits for Peace rebranded itself as Essentials First. The new name we believe better reflects the changing nature of our work and our vision for the future to address this gap.

For more information please check our website <https://essentialsfirst.org/>

The Need : A gap in Humanitarian Services exposed during the COVID-19 pandemic

Lack of access to basic household and personal hygiene items is a public health issue impacting disease spread, behavioral and mental health, student academic performance, and workplace productivity. Our research tells us that access to affordable hygiene products is not available to at least 2M residents in WA state. EBT cards and federal, state, and local programs addressing food insecurity do not allow individuals and families to use them to procure needed hygiene essentials.

Moreover, less than 5% of hygiene products are available via the most likely source - food banks. Food banks would love to be able to meet the demand for hygiene products from clients who come to them for food. However, food banks do not have access to a dependable and consistent supply of essential hygiene items to meet this need. Our work with the school districts has also shed a light on the negative impact on students' academic performance as well as increased bullying that results when students do not have access to personal hygiene items. We are collaborating with The Brookings Institute and the Duke University School of Public Policy on a white paper that studies the impact that the lack of access to essential hygiene items has on public health including behavioral and mental health. The impetus for this research is to a large extent driven by the work of Essentials First in raising awareness of this gap in humanitarian services and the lack equitable access to essential hygiene items.

Compounding the gravity of this situation is the influx of 800+ Afghan refugees in our area. In fact, another 2000 will be arriving soon, most of whom will need personal and hygiene support to help them get started. Essentials First has already provided over 400 welcome kits filled with these vital items along with resource guides in the Dari and Pashto language.

During the recent floods that happened in Skagit County, families had enough food but what they really needed were essential household and person hygiene items. Local food banks were just not equipped to provide these. Essentials First jumped into action and packed over 500 kits over a weekend with essential hygiene items. These were sent and distributed to residents in Skagit county impacted by the flooding earlier this week.

Essentials First is the only organization that is addressing this gap in humanitarian services by ensuring equitable access to essential hygiene supplies in WA through its procurement and distribution network. We are growing our mission, beginning in WA State, to empower dignity and respect that comes with the ability to have clean kitchens, clothing, and bodies.

**2021 Actual Agency Budget**

\$200,000

**2023 Estimated Agency Budget**

\$700,000

**What percentage of your agency leadership identifies as black, indigenous, or people of color (BIPOC)?**

26-50%

**What percentage of your Board of Directors identifies as black, indigenous, or people of color (BIPOC)?**

0-25%

## Agency-Specific Uploads for 2023-2024 Application

If applicable, please review and replace previously uploaded files with current files.

**(23 - 24 cycle) Most recent agency budget to actuals or financial statement**

2021 Income & expenses.xlsx

**(23 - 24 cycle) Most recent audit or financial review**

Essentials First - Financial review non requirement.docx

**(23 - 24 cycle) Management letter accompanying most recent audit or financial review**

**(23 - 24 cycle) Agency response to management letter**

**(23 - 24 cycle) Current board of directors list including terms and cities of residence**

Board members.pdf

**Non-discrimination policy**

Essentials First - Non discrimination policy.pdf

**Proof of organization's non-profit status from the IRS (new applicants only)**

Doc May 02, 2020, 12\_02.pdf

## Insurance Information

**We certify that if our agency is awarded funds, we are able to meet city-specific insurance requirements.**

Yes

**Certificate of Insurance (Current Awardees only)**

ACORD Form 20220303-115321.pdf

**Expiration Date of Certificate of Insurance**

10/10/2022

**19 - 20 Most recent agency budget to actuals or financial statement**

**19 - 20 Most recent audit or financial review**

**19 - 20 Management letter accompanying most recent audit or financial review**

**19 - 20 Agency response to management letter if there were findings**

**19 - 20 Current board of directors list including terms and cities of residence**

# CRF2022-15: Culturally Sensitive Foodbank

April 19, 2023



# PRESENTATION OVERVIEW

## PURPOSE OF PRESENTATION

CRF2022-15 was submitted by CM Guzmán in late 2022 and referred to the PED committee by the City Council. Staff is seeking PED committee guidance regarding two possible options to respond.

## WHY IS THIS ISSUE IMPORTANT?

1. CRF2022-15 requests that the City seek to create a culturally responsive food bank in SeaTac.
2. Staff have identified two options for responding to CRF2022-15. The two options are **not** exclusive.
3. Staff are seeking guidance from the PED committee on whether to proceed one, or both, options.





# POTENTIAL COMMITTEE ACTION

## COMMITTEE ACTION REQUESTED

- Provide guidance to CED staff regarding whether to proceed with one, or both, options

## STAFF RECOMMENDATION

- None

## REVIEWS TO DATE

- PED: 04/17/2023



# CRF2022-15: CULTURALLY RESPONSIVE FOODBANK

## OVERVIEW OF CRF2022-15

- There is currently no foodbank physically located in SeaTac
  - SeaTac provides funding to three foodbanks (Des Moines, Tukwila, Highline)
- Food provided by these foodbanks is not sensitive to the cultural needs of the SeaTac community
- The CRF requests that the City partner with local community-based organizations (e.g. foodbanks, religious organizations, etc.) to provide culturally sensitive food options



## OPTION NO. 1

- Option 1: Study / research to inform a long-term strategy
  - The City Council has directed staff to develop a strategic plan to provide human services to the SeaTac community.
  - A budget amendment to fund the strategic plan is anticipated in late Q2 2023, with completion of the plan anticipated in 2024.
    - Adding this item to the strategic plan is not anticipated to result in a significant increase in cost.
  - The provision of culturally responsive food should be evaluated in the context of the overall strategy to provide human services to the community.



## OPTION NO. 2

- Option 2: Pilot Program
  - Essentials First application in 2022 to provide socially and culturally responsive food options.
    - Not selected for funding in 2023
  - Staff could work with Essentials First to create a pilot program
    - Culturally sensitive food boxes & gift cards
    - Information could be gathered as part of the pilot program to inform a long-term strategy
  - Pilot program would be designed to provide two to three months of food service in 2023 (e.g. September through November)
  - Approval of a budget amendment would be required for this option
    - Budget amendment estimated at approximately \$20,000



# POTENTIAL COMMITTEE ACTION

## COMMITTEE ACTION REQUESTED

- Provide guidance to CED staff regarding whether to proceed with one, or both, options

## STAFF RECOMMENDATION

- None

## REVIEWS TO DATE

- PED: 04/17/2023

