



LAKESWOOD CITY COUNCIL AGENDA

Monday, February 2, 2015

7:00 P.M.

City of Lakewood

City Council Chambers

6000 Main Street SW

Lakewood, WA 98499

Page No.

CALL TO ORDER

ROLL CALL

FLAG SALUTE

CITY MANAGER REPORT

PROCLAMATIONS AND PRESENTATIONS

1. Youth Council Report.
2. 2-2 Stryker Brigade Combat Team presentation. – *Colonel Louis Zeisman, Commander, 2nd Stryker Brigade Combat Team*
3. Clover Park School District Board Report.

PUBLIC COMMENTS

C O N S E N T A G E N D A

- (5) A. Approval of the minutes of the City Council meeting of January 20, 2015.
- (11) B. Approval of the minutes of the City Council Study Session of January 26, 2015.
- (16) C. Approval of payroll checks, in the amount of \$2,380,369.34, for the period December 16, 2014 through January 15, 2015.

The Council Chambers is accessible to persons with disabilities. Equipment is available for the hearing impaired. Persons requesting special accommodations or language interpreters should contact the City Clerk's Office, 589-2489, as soon as possible in advance of the Council meeting so that an attempt to provide the special accommodations can be made.

<http://www.cityoflakewood.us>

City Hall will be closed 15 minutes after adjournment of the meeting.

- (18) D. Approval of claim vouchers, in the amount of \$2,645,206.24, for the period December 24, 2014 through January 26, 2015.
- (45) E. Items Filed in the Office of the City Clerk:
1. Lakewood Arts Commission meeting minutes of January 5, 2015.
- (47) F. Resolution No. 2015-04

Setting Monday, March 2, 2015, at approximately 7:00 p.m, as the date for a public hearing by the City Council on a proposed Residential Target Area designation in the Lakeview area.

R E G U L A R A G E N D A

ORDINANCES

- (50) Substitute Ordinance No. 591

Amending Chapters 17.02, 17.06, 17.10, 17.14, 17.18, 17.22, 17.30, 17.34, 17.38, 17.42, 12A.10, 12A.15 and 18A.50 and creating Chapters 17.04 and 17.16 of the Lakewood Municipal Code relative to subdivisions. – *Assistant City Manager for Development Services*

- (120) Ordinance No. 604

Creating Section 02.90.060 and amending Sections 14.02.040, 18A.02.215, 18A.02.410, 18A.02.415, 18A.02.440, 18A.02.445, 18A.02.502, 18A.02.560, 18A.02.565, 18A.02.720, and 18A.90.200 of the Lakewood Municipal Code relative to the Planning Commission name change. – *Assistant City Manager for Development Services*

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City Hall will be closed 15 minutes after adjournment of the meeting.

RESOLUTION(187) Resolution No. 2015-05

Declaring Police canine Koda as surplus property and authorizing the execution of a sale of surplus property agreement with Police Officer Andy Suver in the amount of \$1. – *Police Chief*

UNFINISHED BUSINESS**NEW BUSINESS**(190) Motion No. 2015-07

Authorizing the execution of an agreement with Greater Lakes Mental Healthcare, in the amount of \$76,373, for professional mental health services from January 1, 2015 through December 31, 2015. - *Police Chief*

(197) Motion No. 2015-08

Authorizing a settlement with Multicare, in the amount of \$85,000, to resolve claims arising from medical care attributable to an arrestee. – *City Attorney*

BRIEFING BY THE CITY MANAGER**CITY COUNCIL COMMENTS****ADJOURNMENT**

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City Hall will be closed 15 minutes after adjournment of the meeting.

CITY OF LAKEWOOD (CITY HALL)
 6000 Main Street SW, Lakewood, WA 98499-5027
 (253) 589-2489

WEEKLY MEETING SCHEDULE
February 2, 2015 – February 6, 2015

Date	Time	Meeting	Location
Feb. 2	4:30 P.M.	Arts Commission	Lakewood City Hall 3 rd Floor, Conference Room 3A
	6:00 P.M.	Youth Council	Lakewood City Hall 3 rd Floor, Conference Room 3A
	7:00 P.M.	City Council	Lakewood City Hall Council Chambers
Feb. 3	No Meetings Scheduled		
Feb. 4	5:15 P.M.	Public Safety Advisory Committee	Pierce County Department of Emergency Management 2501 S. 35 th St. Suite D Tacoma, WA 98409
	5:30 P.M.	Community Services Advisory Board	Lakewood City Hall 3 rd Floor, Conference Room 3A
	6:30 P.M.	Planning Commission	Lakewood City Hall Council Chambers
Feb. 5	9:30 A.M.	Civil Service Commission	Lakewood City Hall 1 st Floor, Conference Room 1E
	6:30 P.M.	Tillicum/Woodbrook Neighborhood Association	Tillicum Community Center 14916 Washington Blvd. SW
Feb. 6	No Meetings Scheduled		

TENTATIVE WEEKLY MEETING SCHEDULE
February 9, 2015 – February 13, 2015

Date	Time	Meeting	Location
Feb. 9	7:00 P.M.	City Council Study Session	Lakewood City Hall Council Chambers
Feb. 10	7:30 A.M.	Coffee with the Mayor	St. Clare Hospital Resource Center 4908 112 th Street SW
Feb. 11	9:30 A.M.	Lakewood Community Collaboration	Lakewood City Hall Council Chambers
Feb. 12	7:30 A.M.	Lakewood's Promise Advisory Board	Lakewood City Hall 3 rd Floor, Conference Room
	6:00 P.M.	Lakewood Sister Cities Association	Lakewood City Hall 1 st Floor, Conference Room 1E
	7:00 P.M.	Lake City Neighborhood Association	Lake City Fire Station 8517 Washington Blvd. SW
Feb. 13	No Meetings Scheduled		

NOTE: The City Clerk's Office has made every effort to ensure the accuracy of this information. Please confirm any meeting with the sponsoring City department or entity.



LAKWOOD CITY COUNCIL MINUTES

January 20, 2015
City of Lakewood
City Council Chambers
6000 Main Street SW
Lakewood, WA 98499

CALL TO ORDER

Mayor Anderson called the meeting to order at 7:00 p.m.

ROLL CALL

Councilmembers Present: 7 – Mayor Don Anderson; Deputy Mayor Jason Whalen; Councilmembers Mary Moss, Mike Brandstetter, John Simpson, Marie Barth and Paul Bocchi.

FLAG SALUTE

The Pledge of Allegiance was led Mayor Anderson.

REPORTS BY THE CITY MANAGER

City Manager Caulfield announced that he will defer his report to later in the agenda under the Briefing by the City Manager.

PROCLAMATIONS AND PRESENTATIONS

Proclamation declaring February 1 – 7, 2015 as Toastmasters International Week.

COUNCILMEMBER SIMPSON PRESENTED A PROCLAMATION RECOGNIZING FEBRUARY 1-7, 2015 AS TOASTMASTERS INTERNATIONAL WEEK TO MS. KAREN DEVEREAUX, AREA GOVERNOR, LAKEWOOD TOASTMASTER CLUB.

PUBLIC COMMENTS

Speaking before the Council were:

Dennis Haugen, Lakewood resident, showed a video of Governor Nikki Haley relative to regulations.

C O N S E N T A G E N D A

- A. Approval of the minutes of the City Council meeting of January 5, 2015.
- B. Approval of the minutes of the City Council Study Session of January 12, 2015.
- C. Items Filed in the Office of the City Clerk:
 - 1. Lakewood's Promise Advisory Board meeting minutes of December 11, 2014.
- D. Resolution No. 2015-02

Setting Tuesday, February 17, 2015, at approximately 7:00 p.m., as the date for a public hearing by the City Council, on a proposed amendment to the Six Year (2015-2020) Transportation Improvement Program to include roadway safety improvements at 40th Avenue SW and 96th Street SW and Military Road and 112th Street.

COUNCILMEMBER MOSS MOVED TO ADOPT THE CONSENT AGENDA AS PRESENTED. SECONDED BY COUNCILMEMBER SIMPSON. VOICE VOTE WAS TAKEN AND CARRIED UNANIMOUSLY.

R E G U L A R A G E N D A**RESOLUTIONS**

Resolution No. 2015-03 accepting a property donation at 3710 100th St. SW, and authorizing the City Manager to execute said agreements to effectuate the acceptance.

COUNCILMEMBER MOSS MOVED TO CONTINUE RESOLUTION NO. 2015-03 TO A DATE TO BE DETERMINED. SECONDED BY COUNCILMEMBER BRANDSTETTER. VOICE VOTE WAS TAKEN AND CARRIED UNANIMOUSLY.

UNFINISHED BUSINESS

None.

NEW BUSINESS

Motion No. 2015- 03 authorizing the execution of Amendment 1 to the agreement with the Washington State Department of Enterprise Services relative to the LED streetlights retrofit project.

COUNCILMEMBER BRANDSTETTER MOVED TO AUTHORIZE THE EXECUTION OF AMENDMENT 1 TO THE AGREEMENT WITH THE WASHINGTON STATE DEPARTMENT OF ENTERPRISE SERVICES RELATIVE TO THE LED STREETLIGHTS RETROFIT PROJECT. SECONDED BY COUNCILMEMBER MOSS. VOICE VOTE WAS TAKEN AND CARRIED UNANIMOUSLY.

Motion No. 2015-04 authorizing the execution of an amendment to the agreement with Stewart MacNichols Harmell, Inc., P.S., for indigent defense services through January 31, 2016.

COUNCILMEMBER SIMPSON MOVED TO AUTHORIZE THE EXECUTION OF AN AMENDMENT TO THE AGREEMENT WITH STEWART MACNICHOLS HARMELL, INC., P.S., FOR INDIGENT DEFENSE SERVICES THROUGH JANUARY 31, 2016. SECONDED BY COUNCILMEMBER MOSS. VOICE VOTE WAS TAKEN AND CARRIED UNANIMOUSLY.

Motion No. 2015-05 authorizing the execution of an agreement with the Humane Society for Tacoma and Pierce County, in the amount of \$108,260, for animal sheltering services from January 1, 2015 through December 31, 2015.

COUNCILMEMBER BARTH MOVED TO AUTHORIZE THE EXECUTION OF AN AGREEMENT WITH THE HUMANE SOCIETY FOR TACOMA AND PIERCE COUNTY, IN THE AMOUNT OF \$108,260, FOR ANIMAL SHELTERING SERVICES FROM JANUARY 1, 2015 THROUGH DECEMBER 31, 2015. SECONDED BY DEPUTY MAYOR WHALEN. VOICE VOTE WAS TAKEN AND CARRIED UNANIMOUSLY.

Motion No. 2015-06 authorizing the execution of an interlocal agreement with Pierce County and the City of University Place for the planning, design and construction of the Chambers Creek Canyon Trail.

DEPUTY MAYOR WHALEN MOVED TO AUTHORIZE THE EXECUTION OF AN INTERLOCAL AGREEMENT WITH PIERCE COUNTY AND THE CITY OF UNIVERSITY PLACE FOR THE PLANNING, DESIGN AND CONSTRUCTION OF THE CHAMBERS CREEK CANYON TRAIL. SECONDED BY COUNCILMEMBER SIMPSON. VOICE VOTE WAS TAKEN AND CARRIED UNANIMOUSLY.

BRIEFING BY THE CITY MANAGER

City Manager Caulfield reported that the Legislature kicked off their session last Monday, January 12, 2015 and that many bills had been forthcoming. He reported that the Washington State Department of Transportation (WSDOT) presented their preferred alternatives which will result in reconfiguration of Thorne Lane and Madigan Gate and the Steilacoom/DuPont interchanges to 10 lanes (5 north and 5 southbound). In Phase 1 all will be done in WSDOT right-of-way. A connector road

will be built between Gravelly Lake Drive to Thorne Lane. At Berkley Lane, grade separation is being recommended. Phase II would include an additional 5th lane and interchange configuration at Main Gate on Ft. Lewis and at Gravelly Lake Drive. He spoke about his meeting with Senator O'Ban, the cities of DuPont, Steilacoom and Camp Murray and they are all in concurrence.

He spoke about the City's request of \$4.6 million in rail safety improvements for the Pt. Defiance Bypass project.

He noted that Senators O'Ban and Conway are sponsoring SB5262 for permanent funding for the Western State Hospital Community Policing program. A public hearing on this is scheduled for Thursday, January 22, 2015 at 10:00 a.m. He requested that a Councilmember accompany Assistant Chief Zaro to attend the hearing.

He reported that the City is in the process of working with Representative Muri to seek funding for the barn debris removal at Ft. Steilacoom Park.

He then spoke about a bill prohibiting public property accessibility to water unless it had adequate parking.

He then reported that HB1133 would allow counties to levy utility taxes and spoke about the challenges with this bill.

He reminded Council that on January 21, 2015, at 10:00 a.m., the JBLM Community Listening Session will be held at the McGavick Center and that 212 individuals have RSVP.

COUNCIL COMMENTS

Mayor Anderson reported that he, Councilmember Brandstetter and the City Manager intends to speak at the JBLM Community Listening Session.

Councilmember Moss commented on the Economic Forecast breakfast she attended. She indicated that she will be attending the January 21, 2015 Community Listening Session. She also commented on the Martin Luther King Celebration and the march she participated in.

Councilmember Bocchi reported that Tacoma Councilmember Lauren Walker was elected chair of the Pierce County Regional Council (PCRC). He announced that on February 19, 2015 the annual PCRC General Assembly will be held in Puyallup. He commented on the Martin Luther King Celebration. He noted that he will be attending the JBLM Community Listening Session.

Councilmember Brandstetter commented on the Martin Luther King celebration and commended the Mayor for his remarks. He noted that was a strong youth focus that was healthy. He noted that the Youth Council had suggestions about the event

and the march. He reported that there is still some confusion about appointments to the Flood Control Zoning District.

Councilmember Barth commented on the Martin Luther King celebration and expressed appreciation for the organizers who put the event together. She indicated that she will be attending the JBLM Listening Session on January 21, 2015. She then commented on a Police ride-along.

Councilmember Simpson commented on the Martin Luther King celebration. He also complimented the Mayor for his remarks at the celebration. He then commented on the Pacific Neighborhood Association meeting he attended. He also complimented Kim Prentice who presented the Clover Park School District report.

Deputy Mayor Whalen commented on the Coffee with the Mayor event. He then spoke about the Horizon breakfast he attended. He also commented about the Martin Luther King celebration he attended. He referred to a movie he attended titled "Selma" and suggested that the Youth Council attend the movie as a group and then discuss what it meant to them.

Mayor Anderson indicated that he was available to attend the Thursday, January 22, 2015 Legislative hearing. He noted that at the Chamber Military Affairs meeting, it was reported that there will be massive change overs at JBLM this summer. He commented on the Horizon breakfast he attended and the Martin Luther King celebration event. He then commented on the AUSA subchapters meeting he attended.

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Executive Session

Mayor Anderson announced that Council will recess into Executive Session for approximately 20 minutes to discuss pending litigation.

* * * * *

Council recessed into Executive Session at 8:25 p.m. and reconvened at 8:45 p.m.

ADJOURNMENT

There being no further business, the meeting adjourned at 8:45 p.m.

DON ANDERSON, MAYOR

ATTEST:

ALICE M. BUSH, MMC
CITY CLERK



LAKWOOD CITY COUNCIL STUDY SESSION MINUTES

January 26, 2015
City of Lakewood
City Council Chambers
6000 Main Street SW
Lakewood, WA 98499

CALL TO ORDER

Mayor Anderson called the meeting to order at 7:01 p.m.

ROLL CALL

Councilmembers Present: 7 – Mayor Don Anderson; Deputy Mayor Jason Whalen; Councilmembers Mary Moss, Mike Brandstetter, John Simpson, Marie Barth and Paul Bocchi.

ITEMS FOR DISCUSSION:

Overview of the Community Development Block Grant (CDBG), HOME Investment Partnership Act, Neighborhood Stabilization Program and Section 108 programs.

Program Manager Jeff Gumm provided an overview of the history, purpose and regulations relative to the CDBG, HOME, Neighborhood Stabilization Program (NSP), Section 108 and abatement programs.

Discussion ensued on whether HOME funds are been used for recurring costs; when loans are repaid can the funding be reallocated to other types of loans (repayments are generally used for funding the same programs that generated the repayments); what is the process used to qualify for a Habitat for Humanity home; what is the average monthly payment that the City receives for housing repayments (approximately \$100/month average from three owners funded with HOME and approximately \$60/month from 14-16 loans funded with CDBG); can monies be used to remove the barn debris at Ft. Steilacoom Park (survey would need to be taken of individuals using the park to demonstrate that 51% of the users of the park are low-to-moderate income individuals); has there been any information about potential changes to the federal allocations and regulations relative to CDBG; what is the relationship between HUD median income guidelines in comparison to the free and reduced lunch school program; where is the Council's priority of using \$300,000 in CDBG funds for infrastructure improvements found (108th Street improvements between Main Street and Bridgeport Way is being allocated with CDBG funds); are there restrictions on NSP 1 funds when an abatement lien is paid back; are there abatement projects in the Woodbrook area; realistically, how long does it take to abate a property (within 12 months); if there were more abatement funds, can the abatements be done more quickly.

Review of Substitute Ordinance No. 591 relative to subdivisions.

Program Manager Catron reviewed the Substitute Ordinance No. 591 relative to sewer connections in subdivisions.

Discussion ensued on what would constitute a non-legal lot; the role of covenants is not mentioned in the proposed ordinance and how are covenants defined; and how does the City enforce a City required covenant after a developer sell the lots to owners and the covenant becomes stagnant.

Review of Residential Target Areas and proposed amendments to the Tax Incentive Urban Use Center boundaries.

Assistant City Manager Bugher reviewed several proposed amendments to the residential target areas.

Discussion ensued on whether the Lakewood Water District is planning to expand water capabilities in Springbrook; and why not consider redesigning the boundaries to make uses of undeveloped land in RTA 1.

Review of Pacific Highway redevelopment fiscal analysis.

Economic Development Manager Newton provided an update on Pacific Highway for retail redevelopment. She reviewed the fiscal analysis of Washington State Department of Transportation's (WSDOT) property relocation options.

Discussion ensued on when WSDOT is planning to ask the legislature for funding (3 – 5 years). Further discussion ensued on concerns about the validity of the proposed costs against actual projects; what is the value of the property being disposed of to WSDOT; what could be the development impacts on the international district along South Tacoma Way; what kind of retail stores would be included if there was an outlet mall (modeled after Centralia retail outlet mall); would the State be encouraged to bond the WSDOT facility; and as an example, look into how a Department of Natural Resource property was developed by a private developer in relation to a Costco development.

Review of Lakewood Towne Center site development.

Economic Development Manager Newton reviewed a proposed development at the Lakewood Towne Center which could include affordable housing, a hotel, park like amenities, and restaurants.

Discussion ensued about past concerns about the water tables at the proposed site for high density housing units; is there a mixed-use option for commercial uses with housing such as small commercial office uses with transit and housing; and can some of the housing be condominiums that are owner-occupied.

BRIEFING BY THE CITY MANAGER

City Manager Caulfield called upon Assistant City Manager Bugher who provided an update on the preliminary flood insurance maps of December 2014 in comparison to the 1998 FEMA flood insurance maps. He highlighted the changes in the Springbrook area which delineates most of Springbrook being within the 100 year flood plain.

Discussion ensued on the map changes and how more properties are shown within the flood plain; consider reaching out to the Pierce County Association of Realtors and National Association of Realtors concerning the taking of property rights; can the City influence a different date rather than the June 2015 date set by the Department of Ecology for cities to promulgate an ordinance with meets both GMA and FEMA.

City Manager Caulfield then provided a legislative update. He noted that Senator O'Ban is working to increase funding for the I-5 corridor improvements from \$350 million to \$450 million. He reported that the SR167 Gateway Coalition will be meeting with various jurisdictions to coordinate that Pierce County is speaking with one voice as it relates to transportation improvement projects in Pierce County. He noted that the Springbrook acquisition project is moving forward. Representative Muri's budget request for Ft. Steilacoom Park barn debris removal is also moving forward. He reported that the letter on the Pt. Defiance Bypass has been finalized for signature. He reported that the Western State Hospital Community Policing Program legislative hearing went very well with no opposition.

He then commented on the JBLM Listening Session which has gained a lot of exposure.

He announced that the Planning Commission elected Don Daniels as Chair and Robert Pourpasand as Vice-Chair.

He announced that the AWC Center of Quality Communities is seeking youth applications for scholarships. The Youth Council is working on submitting application(s).

He announced that the City's Triathlon is scheduled for July 11, 2015. The City is also working in partnership with Lacey's Black Hills Triathlon scheduled for June 28, 2015 and JBLM's Sprint & Olympic Triathlon scheduled for August 29, 2015.

He commented that the City's Employees Wellness Committee will be sponsoring a chili cookoff on Tuesday, January 27, 2015, and the winning chili will be entered in the Chamber of Commerce Chili cookoff on February 5, 2015.

He noted that February 7, 2015 is the Caring for Kids auction.

February 18 and 19, 2015, is the AWC's Legislative Conference, in Olympia.

February 19, 2015 the Boys and Girls Cub will be holding their 75th anniversary celebration.

February 19, 2015, at 6:00 p.m., the Pierce County Regional Council Annual General Assembly, will be held at the Puyallup Park Pavilion.

On February 28 and 29, 2015 legislative visits are being scheduled.

On March 26, 2015, the grand opening of Harrison Preparatory is scheduled.

ITEMS TENTATIVELY SCHEDULED FOR THE FEBRUARY 2, 2015 REGULAR CITY COUNCIL MEETING:

1. Adopting Substitute Ordinance No. 591 relative to subdivisions.
2. Amending Residential Target Areas and proposed amendments to the Tax Incentive Urban Use Center boundaries.
3. 2-2 Stryker Brigade Combat Team presentation.
4. Amending the Lakewood Municipal Code relative to Planning Commission name change.
5. Declaring Koda Lakewood Police canine as surplus property.
6. Authorizing the execution of an agreement with the Greater Lakes Mental Healthcare for professional mental health services.

CITY COUNCIL COMMENTS

Councilmember Moss commented on the JBLM Listening session she attended.

Councilmember Brandstetter commented that a number of Youth Councilmembers attended a legislative session in Olympia.

Councilmember Barth asked if a Councilmember could attend a February 4, 2015, 5:15 p.m., Public Safety Advisory Committee meeting on her behalf at the Emergency management coordination building next to the Pierce County annex. Councilmember Moss indicated that she could attend.

Deputy Mayor Whalen commented on a South Sound National Association Investment Properties meeting he attended about industrial warehousing. He noted that Anne Sprute from Rally Point 6 was elected as a presidential scholar and suggested that a congratulatory letter be sent to her.

Mayor Anderson indicated that he received a number of comments about the JBLM Listening Session. He commented on the Legislative public hearing he attended in Olympia. He then spoke about a service that he and Councilmember Simpson attended honoring Jack Gamble with a purple heart.

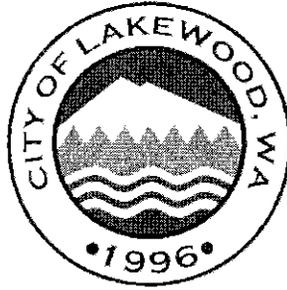
ADJOURNMENT

There being no further business, the meeting adjourned at 10:25 p.m.

DON ANDERSON, MAYOR

ATTEST:

ALICE M. BUSH, MMC
CITY CLERK



To: Mayor and City Councilmembers
From: Tho Kraus, Assistant City Manager - Administrative Services
Through: John J. Caulfield, City Manager
Date: February 2, 2015
Subject: Payroll Check Approval

Payroll Period(s): December 16-31, 2014 and January 1-15, 2015
Total Amount: \$2,380,369.34

Checks Issued:

Check Numbers: 113336 - 113348
Total Amount of Checks Issued: \$17,851.78

Electronic Funds Transfer:

Total Amount of EFT Payments: \$556,250.97

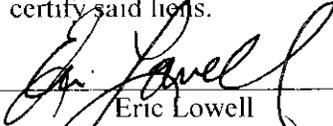
Direct Deposit:

Total Amount of Direct Deposit Payments: \$1,585,040.19

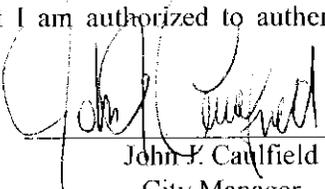
Federal Tax Deposit:

Total Amount of Deposit: \$221,226.40

I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered, or the labor performed as described herein and that the claims are just and due obligations against the City of Lakewood, Washington, and that I am authorized to authenticate and certify said items.


Eric Lowell
Accounting Supervisor


Tho Kraus
Assistant City Manager
Administrative Services


John J. Caulfield
City Manager

Payroll Distribution
City of Lakewood
Pay Period ending 12-31-14 and 01-15-15

Direct Deposit and ACH in the amount of : \$2,362,517.56
Payroll Ck#'s 113100 - 113114 in the amount of : \$17,851.78
Total Payroll Distribution: \$2,380,369.34

Employee Pay Total by Fund:

	<u>Amount</u>
001 - General Fund	
City Council	\$ 5,200.00
Municipal Court	\$ 81,417.73
City Manager	\$ 26,322.77
Finance and IS	\$ 110,371.08
Legal	\$ 65,023.56
Community Development	\$ 92,747.27
Human Resources	\$ 30,384.37
Parks and Recreation	\$ 73,881.40
Economic Development	\$ 8,957.39
Police	\$ 903,111.50
Public Works (98)	\$ 26,930.42
Non-Departmental (99)	\$ 24,395.56
General Fund Total	\$ 1,448,743.05
101 - Street Operations and Maintenance	\$ 66,511.11
102 - Street Capital Projects Fund	\$ 63,783.50
104 - Hotel / Motel Fund	\$ 392.11
180 - Narcotics Seizure Fund	\$ 934.83
190 - Grant Fund	\$ 13,969.94
191 - NSP Grant Fund	\$ -
192 - OEA Grant Fund	\$ 10,679.62
195 - Public Safety Grant Fund	\$ -
311 - Sewer Project CIP Fund	\$ 2,194.96
312 - Sewer Availability	\$ 1,442.60
401 - Surface Water Management Fund	\$ 65,221.91
502 - City Hall Service Fund	\$ 2,694.00
503 - Information Technology Services Fund	\$ 12,179.92
Other Funds Total	\$ 240,004.50

Employee Gross Pay Total	\$ 1,688,747.55
Benefits and Deductions:	\$ 691,621.79
Grand Total	\$ 2,380,369.34



To: Mayor and City Councilmembers
From: Tho Kraus, Assistant City Manager/Administrative Services
Through: John J. Caulfield, City Manager
Date: February 2, 2015
Subject: Claims Voucher Approval

Check Run Period: December 24, 2014 – January 26, 2015

Total Amount: \$2,645,206.24

Checks and EFTs Issued:

12/29/14	Checks 78101-78104	\$ 462,565.72
01/13/15	Checks 78105-78114	\$ 6,640.86
01/15/15	Checks 78115-78263	\$ 1,047,004.21
01/16/15	Checks 78264-78304	\$ 1,120,095.45
01/26/15	Checks 78305	\$ 8,900.00

Void Checks

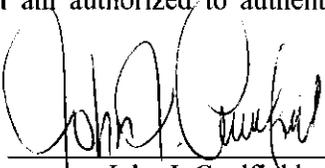
N/A

Grand Total **\$2,645,206.24**

I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered, or the labor performed as described herein and that the claims are just and due obligations against the City of Lakewood, Washington, and that I am authorized to authenticate and certify said liens.


Eric Lowell
Finance Supervisor


Tho Kraus
Assistant City Manager/
Administrative Services


John J. Caulfield
City Manager

City of Lakewood - Accounts Payable Voucher Report

Columbia Bank

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Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
78101	12/29/2014	010262		CENTURYLINK,			\$190.90
001.0000.98.518.35.42.001			12/14/2014	253589-8734 340B	PWFC 12/14/14-1/14/15 PHONE SV	112.87	
101.0000.21.542.64.42.001			12/16/2014	253-582-7426 582B	PWST 12/16/14-1/16/15 PHONE SV	78.03	
78102	12/29/2014	000280		LAKWOOD CHAMBER OF COMMERCE,			\$3,681.37
104.0000.01.557.30.41.001			12/29/2014	OCT, 2014	HM 2014 LODGING TAX GRANT	3,681.37	
78103	12/29/2014	011056		MARSHBANK CONSTRUCTION INC,			\$458,453.65
102.0008.22.595.70.63.108			11/29/2014	PP#1 BPW	PWCP E1170 PP# 1 BPW THRU 11/	458,453.65	
78104	12/29/2014	003948		COMCAST CORPORATION,			\$239.80
001.0000.15.521.21.42.001			12/6/2014	8498 30 099 0003937	PD 12/16/14-1/15/15 LEAF CHARG	239.80	
78105	1/13/2015	010262		CENTURYLINK,			\$671.20
001.0000.11.576.81.42.001			12/16/2014	206-T02-7702 584B	PKFC 12/16/14-1/16/15 SVCS	277.97	
001.0000.98.521.50.42.001			12/16/2014	253-582-0174 486B	PWFC 12/16/14-1/16/15 ALARM LI	162.60	
001.0000.98.518.35.42.001			12/16/2014	253-582-0669 467B	PWFC 12/16/14-1/16/15 ELEV. LI	164.64	
001.0000.15.521.10.42.001			12/16/2014	253-582-1023 738B	PD 12/16/14-1/16/15 INTERNET S	65.99	
78106	1/13/2015	002049		CARD SERVICES (1241),			\$818.20
001.0000.99.517.90.31.019			12/24/2014	1241 12/24/14	ND EGGS FOR VOLUNTEER RECOGNIT	30.00	
001.0000.04.518.80.41.001			12/24/2014	1241 12/24/14	IT MAILCHIMP	50.00	
001.0000.09.518.10.49.001			12/24/2014	1241 12/24/14	HR YOUNG/NPELRA MEMBERSHIP REN	200.00	
001.0000.09.518.10.31.009			12/24/2014	1241 12/24/14	HR HOLIDAY POTLUCK FOOD/DECORA	150.92	
001.0000.99.517.90.31.019			12/24/2014	1241 12/24/14	ND FOOD FOR JBLM CONFERENCE	387.28	
78107	1/13/2015	002048		CARD SERVICES (1266),			\$853.50
102.0026.22.595.30.41.017			12/24/2014	1266 12/14	PWCP E0026 STAMPS	19.60	
311.0000.01.594.59.63.037			12/24/2014	1266 12/14	PWSC SANITARY SEWER PERMIT	300.00	
001.0000.04.514.20.31.001			12/24/2014	1266 12/14	FN 2014 W-2'S/ENVELOPES	201.84	
401.0000.41.531.10.49.003			12/24/2014	1266 12/14	PWSW STAR NAT'L SEMINAR MEMBER	124.50	
101.0000.21.543.30.49.003			12/24/2014	1266 12/14	PWST STAR NAT'L SEMINAR MEMBER	124.50	
001.0000.04.518.80.48.003			12/24/2014	1266 12/14	IT DOMAIN NAME 5 YEAR RENEWAL	83.06	
78108	1/13/2015	010875		CARD SERVICES (2479),			\$225.00
001.0000.09.518.12.31.001			12/24/2014	2479 12/24/14	HR AED REPLACEMENT BATTERY & P	225.00	

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78109	1/13/2015	002473		CARD SERVICES (3438),			\$565.75
192.0000.00.558.60.41.001			12/24/2014	3438/ 12/24/14	SSMP ELECTED OFFICIALS EVENT V	500.75	
192.0000.00.558.60.49.003			12/24/2014	3438/ 12/24/14	SSMP ELECTED OFFICIALS EVNT RE	65.00	
78110	1/13/2015	009279		CARD SERVICES (4623),			\$1,802.66
001.0000.04.518.80.31.001			12/24/2014	4623 12/24/14	IT WIRELESS POINTER: COUNCIL C	54.69	
401.0000.41.531.10.31.090			12/24/2014	4623 12/24/14	PWSW POLE MOUNTED MIRROR	228.97	
001.0000.07.558.60.31.001			12/24/2014	4623 12/24/14	CDPL LABELS	80.00	
001.0000.07.558.50.49.001			12/24/2014	4623 12/24/14	CDBL YARBERRY RENEW ICC MEMBER	225.00	
001.0000.07.558.50.49.001			12/24/2014	4623 12/24/14	CDBL YARBERRY/RENEW WABO MMBRS	185.00	
001.0000.07.558.60.49.001			12/24/2014	4623 12/24/14	CDPL FIORI APA MEMBERSHIP RENE	549.00	
311.0000.01.594.59.41.017			12/24/2014	4623 12/24/14	PWSC 3116B SEPA APPLICATON FEE	480.00	
78111	1/13/2015	010230		CARD SERVICES (5334),			\$402.96
001.0000.15.521.10.42.001			12/24/2014	5334 12/24/14	PD CENTURYLINK 11/19-12/19/14	50.35	
001.0000.15.521.10.31.001			12/24/2014	5334 12/24/14	PD BARRIE FOR VEHICLE	109.39	
001.0000.15.521.10.41.075			12/24/2014	5334 12/24/14	PD GOOD TO GO CIVIL PENALTY/FE	45.00	
001.0000.15.521.10.41.001			12/24/2014	5334 12/24/14	PD GOOD TO GO TOLL AMOUNT	6.50	
001.0000.15.521.10.32.001			12/24/2014	5334 12/24/14	PD GAS	69.72	
001.0000.15.521.40.49.001			12/24/2014	5334 12/24/14	PD CONELLY/RENEW RAD INSTRUCTO	51.00	
001.0000.15.521.40.49.001			12/24/2014	5334 12/24/14	PD BUCK/RENEW RAD INSTRUCTOR C	71.00	
78112	1/13/2015	010721		CARD SERVICES (5384),			\$27.03
101.0000.21.544.90.48.005			12/24/2014	5384 12/24/14	PWST EMISSION TEST COUPON	15.00	
101.0000.21.543.30.31.005			12/24/2014	5384 12/24/14	PWST AGUON PCUCC LUNCH/MTG 12/	12.03	
78113	1/13/2015	005568		CARD SERVICES (7535),			\$134.95
001.0000.15.521.10.31.005			12/24/2014	7535 12/24/14	PD CAKE FOR FOOD DRIVE	43.99	
001.0000.15.521.10.49.001			12/24/2014	7535 12/24/14	PD ZARO FBI LEEDA MEMBERSHIP D	50.00	
001.0000.15.521.21.42.007			12/24/2014	7535 12/24/14	PD 12/14 AMERICAN MESSAGING PA	20.17	
001.0000.15.521.22.42.007			12/24/2014	7535 12/24/14	PD 12/14 AMERICAN MESSAGING PA	14.23	
001.0000.15.521.23.42.007			12/24/2014	7535 12/24/14	PD 12/14 AMERICAN MESSAGING PA	6.56	
78114	1/13/2015	006083		CARD SERVICES (8165),			\$1,139.61
001.0000.15.521.21.43.004			12/24/2014	8165 12/24/14	PD JORDAN/BARNARD MEALS: HOMIC	178.49	
001.0000.15.521.21.43.002			12/24/2014	8165 12/24/14	PD JORDAN/BARNARD HOTEL: HOMIC	451.12	
001.0000.15.521.26.31.020			12/24/2014	8165 12/24/14	PD AMMUNITION	510.00	

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78115	1/15/2015	000007		ACCONTEMPS, INC.,			\$800.00
001.0000.04.514.20.41.001			12/24/2014	42009984	FN WILLIAMS TEMP HELP THRU 12/	800.00	
78116	1/15/2015	000007		ACCONTEMPS, INC.,			\$562.50
001.0000.04.514.20.41.001			12/29/2014	42021731	FN TEMP HELP WILLIAMS WK ENDED	562.50	
78117	1/15/2015	007445		ASSOCIATED PETROLEUM PRODUCTS,			\$10,441.89
001.0000.11.576.81.32.001			12/29/2014	0686030-IN	PKFC 12/29/14 FLEET FUEL	831.21	
001.0000.11.576.81.32.002			12/29/2014	0686030-IN	PKFC 12/29/14 FLEET FUEL	198.24	
001.0000.11.576.80.32.001			12/1/2014	0673118-IN	PKFC 12/01/14 FLEET FUEL	901.88	
001.0000.11.576.80.32.002			12/1/2014	0673118-IN	PKFC 12/01/14 FLEET FUEL	505.55	
001.0000.15.521.10.32.001			12/19/2014	0680047-IN	PD FLEET FUEL	8,005.01	
78118	1/15/2015	006506		AUTOMOTIVE TRANSPORT & TOWING,			\$76.58
001.0000.15.521.10.41.070			11/20/2014	18875	PD 11/20/14 TOWING SVCS	76.58	
78119	1/15/2015	009800		BAADE, ARMINDA BENITEZ			\$925.00
001.0000.02.512.51.49.009			12/31/2014	DEC 2014	MC 12/4-12/30/14 INTERPRETER S	925.00	
78120	1/15/2015	010321		BARBER, VERONICA			\$436.64
001.0000.02.512.51.49.009			12/31/2014	DEC 2014	MC 12/9-12/11/14 INTERPRETER S	436.64	
78121	1/15/2015	000066		BRATWEAR GROUP LLC,			\$1,033.69
001.0000.15.521.10.31.008			12/15/2014	13647	PD GRANT BASEBALL CAP	27.38	
001.0000.15.521.10.31.008			12/15/2014	13648	PD WADE BASEBALL CAPS	273.75	
001.0000.15.521.80.31.008			12/23/2014	13745	PD MEEKS, ALLEN VESTS	236.52	
001.0000.15.521.22.31.008			12/24/2014	13764	PD CLARK: JUMPSUIT	496.04	
78122	1/15/2015	008544		CASCADE ENGINEERING SERVICES,			\$420.00
001.0000.15.521.70.41.001			12/18/2014	ML-14121808917	PD CALIBRATION TESTIMONY	420.00	
78123	1/15/2015	009926		CASCADE RIGHT-OF-WAY SVCS LLC,			\$2,751.60
102.0009.22.595.20.41.049			1/4/2015	006 13001-LAK	PWCP E1171 NOV 2014 STW/512 TO	2,751.60	
78124	1/15/2015	005163		CHIEF SUPPLY CORPORATION,			\$947.63
001.0000.15.521.22.31.001			12/16/2014	185629	PD FLARES	947.63	
78125	1/15/2015	003883		CHUCKALS INC,			\$436.40
001.0000.99.518.40.31.001			12/17/2014	805608-0	ND PAPER	328.09	

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001.0000.04.518.80.31.002			12/30/2014	806815-0	IT TONER	108.31	
78126	1/15/2015	000536		CITY TREASURER/CITY OF TACOMA,			\$12,557.80
101.0000.21.542.63.47.006			12/31/2014	100223530PW 12/31/14	PWST 9315 GLD SW 12/02-12/31/1	1,679.27	
101.0000.21.542.63.47.006			12/31/2014	100230265PW 12/31/14	PWST 8200 TACOMA MALL BLVD A	117.73	
101.0000.21.542.64.47.005			12/31/2014	100233510PW 12/31/14	PWST 2310 84TH ST S 10/29-12/3	50.39	
101.0000.21.542.64.47.005			12/29/2014	100113209 12/14	PWST 11/26-12/29/14 CITY HALL	9,586.69	
101.0000.21.542.63.47.006			12/29/2014	100218262 12/14	PWST 11/26-12/29/14 MAIN ST LT	172.43	
101.0000.21.542.63.47.006			12/29/2014	100218270 12/14	PWST 11/26-12/29/14 MAIN/DAVIS	32.99	
101.0000.21.542.64.47.005			12/29/2014	100218275 12/14	PWST 11/26-12/29/14 GLD SIGNL	143.09	
101.0000.21.542.64.47.005			1/2/2015	100230603PW 01/02/15	PWST 7429 CUSTER RD W 10/30-01	79.37	
101.0000.21.542.63.47.006			1/2/2015	100230616PW 01/02/15	PWST 7400 CUSTER RD W 10/30-01	173.34	
101.0000.21.542.64.47.005			1/9/2015	100463729PW 01/09/15	PWST 8203 CUSTER RD SW 11/06-0	1.82	
101.0000.21.542.64.47.005			12/19/2014	100228921-12/14	PWST 10/18-12/19/14 STEIL/WELL	58.70	
101.0000.21.542.63.47.006			12/19/2014	100429839 12/14	PWST 10/18-12/19/14 STEIL BLVD	66.40	
101.0000.21.542.64.47.005			12/24/2014	100228664 12/14	PWST 10/23-12/24/14 STEIL/PHIL	85.86	
101.0000.21.542.64.47.005			12/24/2014	100463704 12/14	PKST 10/23-12/24/14 PHILLIPS R	1.82	
101.0000.21.542.64.47.005			12/24/2014	100463705 12/14	PWST 10/23-12/24/14 PHILLIPS S	1.82	
101.0000.21.542.64.47.005			12/24/2014	100463706 12/14	PWST 10/23-12/24/14 STEILA BLV	1.82	
101.0000.21.542.64.47.005			12/24/2014	100463728 12/14	PWST 10/23-12/24/14 GLD SCH ZO	1.82	
101.0000.21.542.64.47.005			12/24/2014	100463794 12/14	PWST 10/23-12/24/14 STEIL BLVD	1.82	
101.0000.21.542.64.47.005			12/23/2014	100228754 12/14	PKST 10/22-12/23/14 GLD/112TH	70.54	
101.0000.21.542.64.47.005			12/23/2014	100228973-12/14	PKST 10/22-12/23/14 GLD/WILDAI	57.73	
101.0000.21.542.64.47.005			12/23/2014	100254732 12/14	PWST 11/21-12/23/14 GLD/SCHOOL	25.92	
101.0000.21.542.64.47.005			12/23/2014	100350985 12/14	PWST 11/8/12/23/14 CUSTER/JOHN	41.07	
101.0000.21.542.64.47.005			12/23/2014	100707975 12/14	PWST 11/21-12/23/14 7403 LKWD	96.92	
101.0000.21.542.64.47.005			12/22/2014	100665891 12/14	PWST 11/20-12/22/14 RADAR SIGN	8.44	
78127	1/15/2015	000536		CITY TREASURER/CITY OF TACOMA,			\$2,534.25
101.0000.21.542.66.31.030			1/1/2015	90601968	PWST SALT BRINE	2,534.25	
78128	1/15/2015	005786		CLASSY CHASSIS,			\$423.09
001.0000.15.521.10.41.001			12/29/2014	2824	PD EXTERIOR WASHES	89.34	
001.0000.15.521.10.41.001			12/22/2014	2821	PD EXTERIOR WASHES	138.86	
401.0000.41.531.10.48.005			10/31/2014	2781	PWSW CV#4130007 OIL CHANGE	43.64	
001.0000.15.521.21.48.001			12/16/2014	2819	PD FULL SERVICE OIL CHANGE	62.14	
001.0000.15.521.10.41.001			12/12/2014	2818	PD 12/6-12/12/14 EXTERIOR WASH	26.00	
001.0000.15.521.22.48.001			12/12/2014	2818	PD 12/6-12/12/14 EXTERIOR WASH	63.11	

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78129	1/15/2015	000099		CLOVER PARK SCHOOL DISTRICT,			\$770.33
001.0000.03.513.10.31.001			10/17/2014	06343	CM FEDERAL PRIORITIES BROCHURE	23.54	
001.0000.11.571.20.51.001			1/7/2015	19245	PKRC 4Q/14 AFTER SCHOOL ACTIVI	746.79	
78130	1/15/2015	004501		COASTWIDE LABORATORIES,			\$302.11
001.0000.98.521.50.31.001			12/22/2014	T2722382	PW TUSCAN CONT	152.01	
001.0000.98.518.35.31.001			12/22/2014	T2722384-1	PW TUSCAN CONT	150.10	
78131	1/15/2015	008523		COMPLETE OFFICE,			\$57.28
001.0000.99.518.40.31.001			12/30/2014	1165969-0	ND FACIAL TISSUE	57.28	
78132	1/15/2015	002741		DATEC INC,			\$533.87
001.0000.15.521.10.31.001			12/30/2014	31811	PD BMS PENTAX PERF ROLL PAPER	533.87	
78133	1/15/2015	003867		DELL MARKETING LP,			\$1,731.09
102.0000.22.543.30.35.002			12/16/2014	XJM42F451	PWCP PRECISIONS WORKSTATION	1,731.09	
78134	1/15/2015	010647		DISCOVERY BENEFITS INC,			\$58.50
001.0000.99.518.40.41.001			12/31/2014	0000511064-IN	ND 12/14 FSA MONTHLY FEE	58.50	
78135	1/15/2015	003435		EMERALD HILLS COFFEES,			\$278.14
001.0000.99.518.40.45.004			1/9/2015	853478	ND WATER COOLER	54.59	
001.0000.99.518.40.45.004			1/9/2015	853479	ND WATER COOLER	27.30	
001.0000.99.518.40.45.004			1/9/2015	853480	ND WATER COOLER	27.30	
001.0000.99.518.40.45.004			1/9/2015	853481	ND WATER COOLER	27.30	
001.0000.99.518.40.45.004			1/9/2015	853482	ND WATER COOLER	113.18	
001.0000.99.518.40.31.001			1/9/2015	853482	ND COFFEE SUPPLIES	28.47	
78136	1/15/2015	010573		FIELD, KIM			\$295.20
001.0000.11.569.50.41.001			12/29/2014	12/8-12/29/14	PKSR 12/8-12/29/14 INSTRUCTOR	295.20	
78137	1/15/2015	007043		FLOYD, JUDI			\$189.00
001.0000.11.569.50.41.001			12/29/2014	12/8-12/29/14	PKSR 12/8-12/29/14 INSTRUCTOR	189.00	
78138	1/15/2015	007965		GORDON THOMAS HONEYWELL,			\$4,621.03
001.0000.03.513.10.41.001			12/31/2014	DEC 14 1014	CM 2014 GOVERNMENTAL AFFAIRS S	4,621.03	
78139	1/15/2015	002825		GRAYBAR ELECTRIC COMPANY,			\$48.62
101.0000.21.542.64.31.001			12/29/2014	976584625	PWST CONNECTORS	48.62	

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78140	1/15/2015	003083		GUMM, JEFF			\$65.16
190.0000.52.559.31.31.001			12/23/2014	REIMBURSE	CDBG PHONE CASE/SCREEN PROTECT	65.16	
78141	1/15/2015	007975		HI-STRENGTH BOLT,			\$6.15
101.0000.21.542.90.31.048			12/4/2014	218549	PWST HEX CAP SCREWS	6.15	
78142	1/15/2015	008765		HOLDEN POLYGRAPH LLC,			\$250.00
001.0000.15.521.10.41.001			12/24/2014	133	PD BONTEMPS POLYGRAPH TESTING	250.00	
78143	1/15/2015	003820		KNIGHT FIRE PROTECTION INC,			\$382.90
001.0000.11.576.80.41.001			12/2/2014	52413	PKFC 3/11/14 FIRE EXTINGUISHER	382.90	
78144	1/15/2015	002018		KRAZAN & ASSOCIATES INC,			\$668.75
102.0008.22.595.30.41.040			11/30/2014	F600543-6035	PWCP E1170 NOV, 2014 BPW	668.75	
78145	1/15/2015	000299		LAKEVIEW LIGHT & POWER CO.,			\$40,083.11
001.0000.98.521.50.47.005			12/15/2014	117448-001 12/14	PWFC 11/13-12/15/14 9401 LKWD	9,656.01	
101.0000.21.542.63.48.001			12/18/2014	972	PWST 2014 STREETLIGHT MAINTENA	16,451.22	
101.0000.21.542.64.47.005			12/21/2014	67044-001 12/14	PWST 11/19-12/18/14 100TH/DAVI	98.40	
101.0000.21.542.64.47.005			12/21/2014	67044-003 12/14	PWST 11/13-12/15/14 MOTOR AVE	87.12	
101.0000.21.542.64.47.005			12/21/2014	67044-005 12/14	PWST 11/19-12/18/14 BPW SVCS	100.55	
101.0000.21.542.64.47.005			12/21/2014	67044-006 12/14	PWST 11/17-12/16/14 18TH ST/BP	76.01	
101.0000.21.542.64.47.005			12/21/2014	67044-019 12/14	PWST 11/12-12/15/14 BPW/100TH	110.45	
101.0000.21.542.64.47.005			12/21/2014	67044-020 12/14	PWST 11/12-12/11/14 59TH/BPW	116.91	
101.0000.21.542.64.47.005			12/21/2014	67044-022 12/14	PWST 11/12-12/11/14 GLD SVCS	130.85	
101.0000.21.542.64.47.005			12/21/2014	67044-024 12/14	PWST 11/12-12/15/14 GLD & STEI	94.61	
101.0000.21.542.64.47.005			12/21/2014	67044-026 12/14	PWST 11/13-12/15/14 GLD & MT T	104.77	
001.0000.11.576.80.47.005			12/21/2014	67044-034 12/14	PKFC 11/17-12/16/14 RUSSELL RD	47.68	
101.0000.21.542.63.47.006			12/21/2014	67044-039 12/14	PWST 11/13-12/16/14 5700 100TH	92.80	
101.0000.21.542.64.47.005			12/21/2014	67044-044 12/14	PWST 11/12-12/11/14 100TH & LK	92.97	
101.0000.21.542.64.47.005			12/21/2014	67044-046 12/14	PWST 11/13-12/16/14 10013 GLD	250.36	
101.0000.21.542.64.47.005			12/21/2014	67044-047 12/14	PWST 11/13-12/15/14 59TH & 100	118.02	
001.0000.11.576.80.47.005			12/21/2014	67044-063 12/14	PKFC 11/12-12/15/14 FAIRLAWN S	110.88	
101.0000.21.542.64.47.005			12/21/2014	67044-064 12/14	PWST 11/13-12/15/14 93RD BPW	80.75	
101.0000.21.542.64.47.005			12/28/2014	67044-028PW 12/28/14	PWST PAC HWY/GRVLY 11/24-12/22	91.08	
101.0000.21.542.63.47.006			12/28/2014	67044-035PW 12/28/14	PWST 972 STREET LIGHTS 11/28-1	7,639.12	
101.0000.21.542.63.47.006			12/28/2014	67044-036PW 12/28/14	PWST 197 AMORT ST LTS 11/28-12	1,891.01	
401.0000.41.531.10.47.005			12/28/2014	67044-037PW 12/28/14	PWSW PAC HWY SW 11/25-12/23/14	51.82	

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101.0000.21.542.64.47.005			12/28/2014	67044-038PW 12/28/14	PWST BPW/PAC HWY 11/20-12/22/1	84.01	
001.0000.11.576.81.47.005			12/28/2014	67044-041PK 12/28/14	PKFC 4721 127TH ST CT SW 11/25	30.92	
101.0000.21.542.64.47.005			12/28/2014	67044-043PW 12/28/14	PWST BPW/SAN FR 11/24-12/22/14	141.96	
101.0000.21.542.64.47.005			12/28/2014	67044-054PW 12/28/14	PWST 11417 PAC HWY 11/25-12/23	98.56	
101.0000.21.542.64.47.005			12/28/2014	67044-055PW 12/28/14	PWST 11424 PAC HWY 11/25-12/23	102.09	
101.0000.21.542.64.47.005			12/28/2014	67044-056PW 12/28/14	PWST 11517 PAC HWY 11/25-12/23	103.65	
401.0000.41.531.10.47.005			12/28/2014	67044-057PW 12/28/14	PWSW 5118 SEATTLE AV PUMP STN	47.25	
001.0000.11.576.81.47.005			12/28/2014	67044-070PK 12/28/14	PKFC 4723 127TH ST CT SW 11/25	45.50	
101.0000.21.542.64.47.005			1/7/2015	67044-002PW 01/07/15	PWST PAC HWY/STW 11/26-12/29/1	115.70	
101.0000.21.542.64.47.005			1/7/2015	67044-007PW 01/07/15	PWST 8902 STW 12/3-12/31/14	224.02	
101.0000.21.542.64.47.005			1/7/2015	67044-008PW 01/07/15	PWST 4100 STEIL BLVD 12/3-12/3	133.00	
101.0000.21.542.64.47.005			1/7/2015	67044-012PW 01/07/15	PWST HWY 512/STW 11/26-12/29/1	170.54	
101.0000.21.542.64.47.005			1/7/2015	67044-013PW 01/07/15	PWST 100TH/STW 11/26-12/29/14	109.07	
101.0000.21.542.63.47.006			1/7/2015	67044-014PW 01/07/15	PWST HWY 512/STW 12/7/14-1/7/1	96.16	
101.0000.21.542.64.47.005			1/7/2015	67044-015PW 01/07/15	PWST 96TH/STW 12/1-12/29/14	97.27	
101.0000.21.542.64.47.005			1/7/2015	67044-016PW 01/07/15	PWST 40TH AV 12/3/14-1/5/15	89.09	
101.0000.21.542.64.47.005			1/7/2015	67044-031PW 01/07/15	PWST 84TH ST/STW 12/3-12/30/14	93.40	
101.0000.21.542.64.47.005			1/7/2015	67044-032PW 01/07/15	PWST 100TH/LKVW 12/3/14-1/5/15	148.93	
101.0000.21.542.64.47.005			1/7/2015	67044-050PW 01/07/15	PWST LKWD DR 12/3-12/31/14	115.70	
101.0000.21.542.64.47.005			1/7/2015	67044-053PW 01/07/15	PWST 4648 STEIL 12/3-12/31/14	81.34	
101.0000.21.543.50.47.005			1/7/2015	67044-074PW 01/07/15	PWST 9424 FRONT ST 12/1/14-1/5	461.56	
78146	1/15/2015	000288		LAKWOOD HARDWARE & PAINT INC,			\$1,007.54
001.0000.11.576.80.31.001			12/16/2014	415530	PKFC SPRDECK CDRSTONE, DECK SC	577.26	
001.0000.11.576.80.31.001			12/16/2014	415531	PKFC SAW BLADES, SCREWS, BITS	430.28	
78147	1/15/2015	005490		LAKWOOD PLAYHOUSE,			\$401.70
104.0000.01.557.30.41.001			12/8/2014	12/08/14	HM 2014 LODGING TAX GRANT	401.70	
78148	1/15/2015	000298		LAKWOOD TOWING,			\$337.50
001.0000.15.521.10.41.070			12/12/2014	208975	PD 12/12/14 TOWING SVCS	164.10	
001.0000.15.521.10.41.070			11/21/2014	208753	PD 11/21/14 TOWING SVCS	173.40	
78149	1/15/2015	003008		LARSEN SIGN CO,			\$147.69
501.0000.51.594.48.64.005			12/22/2014	18167	PD GRAPHICS ON MOTORCYCLE #114	147.69	
78150	1/15/2015	002390		LASA,			\$27,522.56
190.0000.52.559.32.41.121			12/1/2014	12/01/14 DRAW	CDBG PRAIRIE OAKS PAVILION CON	27,522.56	

Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
78151	1/15/2015	010485		LAW OFFICE OF R TYE GRAHAM,			\$2,700.00
001.0000.06.515.30.41.001			12/24/2014	117	LG 12/23-12/26/14 DOCKET COVER	1,350.00	
001.0000.06.515.30.41.001			12/29/2014	118	LG 12/30/14-1/2/15 DOCKET COVE	1,350.00	
78152	1/15/2015	005685		LEMAY MOBILE SHREDDING,			\$172.40
001.0000.15.521.10.41.001			1/1/2015	4418318	PD DEC 2014 SHREDDING SVCS	172.40	
78153	1/15/2015	009711		LEXIS NEXIS RISK DATA MGMT INC,			\$90.91
001.0000.15.521.21.41.001			12/31/2014	1226184-20141231	PD DEC 2014 PERSON SEARCHES	90.91	
78154	1/15/2015	002185		LOWE'S COMPANIES INC,			\$166.58
101.0000.21.542.64.31.030			12/22/2014	924344	PWST GRSDLIGHT ORNGBLST	6.19	
101.0000.21.542.64.31.001			12/4/2014	923740	PWST MRKG CAUTION BLU	10.35	
001.0000.11.576.80.31.001			11/25/2014	924154	PKFC LIGHTS	85.08	
001.0000.11.576.80.31.001			12/5/2014	924093	PKFC 3/4" TOP CHOICE OAK HAR,	64.96	
78155	1/15/2015	011056		MARSHBANK CONSTRUCTION INC,			\$385,108.85
102.0008.22.595.70.63.108			12/31/2014	E1170 PP # 2	PWCP E1170 BPW 83RD/75TH 12/1-	385,108.85	
78156	1/15/2015	009219		MCCAMENT & ROGERS,			\$11,858.69
001.0000.13.558.70.41.001			12/30/2014	2135	ED TOWNE CENTER VISION CONSULT	7,000.00	
001.0000.13.558.70.41.001			12/20/2014	2136	ED MARKETING BROCHURE	4,858.69	
78157	1/15/2015	010919		MCMULLEN, ELIZABETH			\$900.00
001.0000.06.515.30.41.001			1/1/2015	12/29-12/30/14	LG PROSECUTION SVCS 12/29-12/3	450.00	
001.0000.06.515.30.41.001			12/23/2014	12/22-12/23/14	LG 12/22-12/23/14 PROSECUTION	450.00	
78158	1/15/2015	009018		METAL MAGIC NW, INC,			\$86.51
501.0000.51.594.48.64.005			12/22/2014	38214	FL WINDOW TINT: 2014 FORD EXPL	86.51	
78159	1/15/2015	009724		MILES RESOURCES LLC,			\$291.00
101.0000.21.542.30.31.030			12/22/2014	243261	PWST HMA CLASS 1/2" - MODIFIED	124.72	
101.0000.21.542.30.31.030			12/22/2014	243318	PWST HMA CLASS 1/2" - MODIFIED	83.14	
401.0000.41.531.10.31.030			12/16/2014	243045	PWSW HMA CLASS 1/2" MODIFIED	83.14	
78160	1/15/2015	010360		NEWTON, REBECCA			\$36.96
001.0000.13.558.70.43.003			12/31/2014	T12/01/14 MILEAGE	ED NEWTON MILES: EC DEV CONF T	36.96	
78161	1/15/2015	000366		NORTHWEST CASCADE INC,			\$171,149.93

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001.0000.02.523.30.47.004			12/16/2014	2-1097788	MC 12/16-12/15/14 PORT-O-LET S	155.56	
401.0000.41.595.40.63.108			12/19/2014	E4104 PP #1	PWSW E4104 OUTFALL WQ 11/1-12/	170,994.37	
78162	1/15/2015	000407		PIERCE COUNTY,			\$1,147.85
001.0000.15.521.21.41.001			12/22/2014	AR166045	PD FINGER PRINTING SVCS	804.00	
311.0000.01.594.59.51.001			12/26/2014	AR166091	PWSC 12/3-12/22/14 WOODBROOK S	343.85	
78163	1/15/2015	003205		PIERCE COUNTY RECYCLING,			\$372.42
101.0000.21.542.90.49.018			12/31/2014	7614	PWST YARDWASTE	69.92	
101.0000.21.542.90.49.018			12/31/2014	7647	PWST YARDWASTE	302.50	
78164	1/15/2015	000428		PIERCE COUNTY SEWER,			\$444.60
001.0000.98.518.35.47.004			1/2/2015	00870307 PW 01/02/15	PWFC 6000 MAIN ST DEC 2014	193.48	
001.0000.98.521.50.47.004			1/2/2015	01360914 PW 01/02/15	PWFC 9401 LKWD DR DEC 2014	75.58	
001.0000.11.576.81.47.004			1/2/2015	01431285 PK 01/02/15	PKFC 9601 STEIL BLVD DEC 2014	91.83	
101.0000.21.543.50.47.004			1/2/2015	01552201 PW 01/02/15	PWST 9420 FRONT ST DEC 2014	83.71	
78165	1/15/2015	009928		PROFAST SUPPLY LLC,			\$163.77
001.0000.11.576.81.31.001			12/5/2014	6318	PKFC EXTENDABLE WORKLIGHT ALUM	163.77	
78166	1/15/2015	007183		PRO-VAC,			\$13,317.48
401.0000.41.531.10.48.001			11/25/2014	140918-022	PWSW EDCUTOR TRUCK TO CLEAN VA	4,861.26	
401.0000.41.531.10.48.001			12/19/2014	141104-001	PWSW 12/14 STORM DRAIN CLEAN/C	4,678.98	
401.0000.41.531.10.48.001			12/19/2014	141117-026	PWSW 11/18-11/19/14 HYDRO-EXCA	3,119.20	
401.0000.41.531.10.48.001			12/19/2014	141121-001	PWSW EDUCTOR TRUCK TO CLEAN ST	658.04	
78167	1/15/2015	010522		RICOH USA INC,			\$60.28
001.0000.15.521.10.45.002			12/18/2014	5033841883	PD 11/26-12/25/14 ADDITIONAL I	11.19	
001.0000.15.521.10.45.002			12/15/2014	5033778675	PD 11/18-12/17/14 COPY OVERAGE	20.88	
101.0000.21.543.50.45.004			12/16/2014	5033792513	PWST 11/21-12/20/14 COPY OVERA	28.21	
78168	1/15/2015	002913		SOUND ENERGY SYSTEMS,			\$446.35
001.0000.98.518.35.41.001			12/23/2014	103619	PWFC VAV CONTROLLER MAINTENANC	446.35	
78169	1/15/2015	003267		SOUTH TACOMA GLASS SPECIALISTS,			\$213.33
101.0000.21.544.90.48.005			12/29/2014	107440	PWST CV#2121301 WINDSHEILD	213.33	
78170	1/15/2015	002881		SPRAGUE PEST SOLUTIONS CO,			\$82.05
001.0000.11.576.81.41.001			12/22/2014	2477293	PKFC FT STEIL RODENT SVCS 12/2	82.05	

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78171	1/15/2015	000516		SPRINT,			\$331.67
001.0000.15.521.21.42.006			12/18/2014	482477812-085	PD 11/15-12/14/14 AIRCARD SVCS	39.99	
001.0000.15.521.23.42.006			12/18/2014	482477812-085	PD 11/15-12/14/14 AIRCARD SVCS	80.48	
001.0000.15.521.21.42.006			12/25/2014	419434590-070	PD 11/22-12/21/14 AIRCARD SVCS	211.20	
78172	1/15/2015	009493		STAPLES ADVANTAGE,			\$1,727.85
001.0000.06.515.31.31.001			12/30/2014	3252415622	LG CDR HOLDER SLEEVES	25.71	
001.0000.99.517.90.31.019				3251606789	ND PHOTO FRAME RETURNED	-35.71	
001.0000.15.521.10.31.001			12/18/2014	3251661165	PD BATTERIES	29.41	
001.0000.07.558.60.31.001			12/19/2014	3251735173	CD PLANNER	86.90	
001.0000.07.558.60.31.001			12/19/2014	3251735174	CD USB FLASH	9.41	
001.0000.07.558.60.31.001			12/24/2014	3252139241	CDPL FOLDERS, LABELS, FLAGS, T	484.70	
101.0000.21.543.30.31.001			12/13/2014	3251200957	PWST FILE RACK, EXPANDING FILE	105.80	
101.0000.21.543.30.31.001			12/13/2014	3251200958	PWST 2015 MONTHLY ATAGLNC	12.72	
001.0000.07.558.60.31.001			12/13/2014	3251200959	CDPL ID HOLDER	6.00	
001.0000.07.558.60.31.001			12/13/2014	3251200960	CDPL CALENDARS, FILE FOLDERS	211.51	
001.0000.07.558.60.31.001			12/13/2014	3251200961	CDPL DESKPADS	34.98	
001.0000.07.558.60.31.001			12/13/2014	3251200962	CDPL MONTHLY PLANNERS	26.44	
001.0000.07.558.60.31.001			12/13/2014	3251200963	CDPL MEDALLION WEEKLY	20.56	
001.0000.15.521.10.31.001			12/14/2014	3251606791	PD STAPLES	72.97	
001.0000.99.517.90.31.019			11/19/2014	3248958136	ND PHOTO FRAMES	35.71	
001.0000.15.521.10.31.001			12/23/2014	3252096808	PD DIVIDERS, CLIPS, LABELS	67.01	
001.0000.07.558.60.31.001			12/24/2014	3252139239	CDPL FOLDERS	266.28	
001.0000.07.558.60.31.001			12/24/2014	3252139240	CDPL PARTITION FOLDERS	267.45	
78173	1/15/2015	002821		STEWART MACNICHOLS HARMELL PS,			\$37,250.00
001.0000.02.512.51.41.004			1/8/2015	DEC 2014	MC DEC 2014 PUBLIC DEFENDER SV	37,250.00	
78174	1/15/2015	002458		SUMMIT LAW GROUP,			\$450.00
001.0000.09.518.10.41.001			12/24/2014	70830	HR GEN'L LABOR SVCS 11/14	450.00	
78175	1/15/2015	006497		SYSTEMS FOR PUBLIC SAFETY,			\$54,457.41
001.0000.15.521.21.48.001			12/26/2014	25508	PD CV#1521051 REMOVE EMERGENCY	596.63	
001.0000.15.521.22.48.001			12/29/2014	25570	PD CV#1522068 REMOVE EMERGENCY	638.81	
001.0000.15.521.22.48.001			12/30/2014	25572	PD CV#1522087 REMOVE EMERGENCY	723.36	
501.0000.51.594.48.64.005			1/2/2015	24961	FL CV#1522628 INSTALL EMERGENC	12,010.09	
001.0000.15.521.23.48.001			11/11/2014	25433	PD CV#1523457 WIRE EMERGENCY L	373.79	
001.0000.15.521.22.48.001			12/24/2014	25587	PD CV#1522447 R&R FRONT CALIPE	560.04	

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001.0000.15.521.22.48.001			12/24/2014	25610	PD CV#1522612 REPL CABIN AIR F	225.64	
001.0000.15.521.22.48.001			12/24/2014	25674	PD CV#1522097 MOUNT & BALANCE	110.27	
001.0000.15.521.22.48.001			12/24/2014	25683	PD CV#1522416 ADJ UNIVERSAL LA	91.90	
001.0000.15.521.22.48.001			12/24/2014	25695	PD CV#1522441 REPL TOUCHMASTER	1,032.01	
001.0000.15.521.22.48.001			12/24/2014	25699	PD CV#1522083 REMOVE EMERGENCY	629.91	
501.0000.51.594.48.64.005			12/23/2014	24381	FL CV#1522624 INSTALL EMERGENC	12,846.11	
001.0000.15.521.70.48.001			12/23/2014	25552	PD CV#1570617 LUBE/OIL/FILTER,	87.80	
001.0000.15.521.30.48.001			12/23/2014	25696	PD CV#1530425 REPL ALTERNATOR,	387.56	
001.0000.15.521.70.48.001			12/23/2014	25705	PD CV#1570439 TIRES/MOUNT & BA	91.90	
001.0000.15.521.22.48.001			11/17/2014	25424	PD CV#1522630 CHECKED POWER PO	45.95	
001.0000.15.521.22.48.001			11/25/2014	25539	PD CV#1522613 15K SVC, BRAKE S	1,029.62	
001.0000.15.521.23.48.001			12/4/2014	25575	PD CV#1523420 OIL CHANGE, DIFF	359.58	
501.0000.51.594.48.64.005			12/3/2014	24376	FL CV#1522625 INSTALL EMERGENC	14,324.46	
001.0000.15.521.22.48.001			12/12/2014	25611	PD CV#1522434 OIL CHANGE, BRAK	431.75	
001.0000.15.521.22.48.001			12/12/2014	25673	PD CV#1522434 STEERING RACK	1,097.81	
001.0000.15.521.70.48.001			12/12/2014	25679	PD CV#1570017 MOUNT/BALANCE TI	91.90	
001.0000.15.521.22.48.001			12/8/2014	25579	PD CV#1522616 WHEEL, SENSOR	848.31	
001.0000.15.521.22.48.001			12/16/2014	25656	PD CV#1522608 TIRES/MOUNT & BA	687.15	
001.0000.15.521.22.48.001			12/16/2014	25665	PD CV#1522098 REPL BLEND DOOR	562.22	
001.0000.15.521.22.48.001			12/16/2014	25685	PD CV#1522606 TIRES/MOUNT & BA	687.15	
001.0000.15.521.22.48.001			12/16/2014	25689	PD CV#1522093 TIRES & BATTERY	856.91	
001.0000.15.521.22.48.001			12/16/2014	25690	PD CV#1522605 TIRES, OIL SVCS	966.58	
001.0000.15.521.22.48.001			12/16/2014	25697	PD CV#1522430 REPLACED VALVE S	45.95	
001.0000.15.521.22.48.001			12/15/2014	25694	PD CV#1522433 MOUNT/BALANCE TI	137.84	
001.0000.15.521.10.31.001			12/18/2014	25015	PD LAPTOP MOUNT	818.08	
001.0000.15.521.22.48.001			12/18/2014	25481	PD CV#1522614 REPL/REPROGRAM B	91.90	
001.0000.15.521.22.48.001			12/18/2014	25580	PD CV#1522604 TIRES/MOUNT, REP	825.78	
001.0000.15.521.10.31.001			12/18/2014	25631	PD WASHER FLUID	30.52	
001.0000.15.521.70.48.001			12/18/2014	25668	PD CV#1570436 REPLACE HEADLIGH	43.21	
001.0000.15.521.70.48.001			12/18/2014	25698	PD CV#1570618 ADJUST RADAR CON	68.92	
78176	1/15/2015	000540		TACOMA RUBBER STAMP,			\$353.58
001.0000.02.512.50.41.001			1/6/2015	I-538791-1	MC 10X12 WOOD, METALPHOTO PLA	353.58	
78177	1/15/2015	010945		TRANSPO GROUP USA INC,			\$12,721.25
102.0000.22.543.30.41.001			12/29/2014	16983	PWCP ON-CALL TRANSPO SVCS THRU	6,667.50	
102.0000.22.544.40.41.017			12/29/2014	16984	PWCP COMPREHENSIVE PLAN THRU 1	6,053.75	
78178	1/15/2015	007885		ULINE, INC,			\$1,541.76

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001.0000.15.521.80.35.010			12/12/2014	63859796	PD WIRE SHELVES	1,541.76	
78179	1/15/2015	009372		VENTEK INTERNATIONAL,			\$91.05
001.0000.11.576.80.42.001			12/1/2014	38497	PKFC 12/14 CCU SERVER HOSTING	91.05	
78180	1/15/2015	008259		WEST COAST INDUSTRIES,			\$5,560.00
001.0000.98.518.35.41.001			12/23/2014	7160	PWFC DEC, 2014 CUSTODIAL SVCS	1,320.00	
001.0000.98.521.50.41.001			12/23/2014	7161	PWFC DEC, 2014 PD CUSTODIAL SV	2,990.00	
001.0000.98.542.65.41.001			12/23/2014	7162	PKFC DEC, 2014 TRNST CNTR CUST	1,250.00	
78181	1/15/2015	002293		AHBL INC,			\$270.00
102.0010.22.595.30.41.040			11/30/2014	93427	PWCP 10/26-11/25/14 E1177 MADI	270.00	
78182	1/15/2015	010631		AQUA TERRA CULTURAL RESOURCE,			\$12,470.73
401.0000.41.595.40.41.001			1/5/2015	11/20-12/26/14	PWSW E4104 CR MONITORING STRMW	12,470.73	
78183	1/15/2015	005506		ARCHITECTS RASMUSSEN,			\$729.13
401.0000.41.531.10.41.001			1/6/2015	1304	PWSW E2603 PW O&M BLDG THRU 12	729.13	
78184	1/15/2015	010546		BACKGROUND SOLUTIONS LP,			\$795.00
001.0000.15.521.10.41.001			10/2/2014	BS 2014-42	PD BACKGROUND ASSISTANT SOFTWA	795.00	
78185	1/15/2015	008559		BANK OF NEW YORK MELLON,			\$85.55
001.0000.04.514.20.41.001			12/19/2014	111-1636459	FN 12/2/14-1/31/15 LIMITED TAX	53.64	
001.0000.04.514.20.41.001			12/19/2014	111-1636461	FN 12/2/14-1/31/15 LOCAL IMPR	31.91	
78186	1/15/2015	010527		BEHAVIORAL MEDICINE &			\$160.00
001.0000.15.521.10.41.001			10/22/2014	7742 10/22/14	PD 10/22/14 LEE SVCS	160.00	
78187	1/15/2015	010102		BEST PARKING LOT CLEANING INC,			\$9,851.64
401.0000.41.531.10.48.001			10/8/2014	135392-OCT	PWSW CLEAN CITY HALL PARKING L	131.28	
401.0000.41.531.10.48.001			11/30/2014	135823-NOV	PWSW CLEAN CITY HALL PARKING L	131.28	
401.0000.41.531.10.48.001			12/1/2014	135939-OCTR	PWSW 10/14 TOWN CNTR/ARTERIAL	9,589.08	
78188	1/15/2015	001717		BROWN & CALDWELL,			\$19,117.92
401.0000.41.531.10.41.001			1/8/2015	14232078	PWSW E4113 WAUGHOP LK 11/21-12	5,072.01	
401.0000.41.531.10.41.001			12/15/2014	14230741	PWSW E4113 10/24-11/20/14 WAUG	14,045.91	
78189	1/15/2015	000933		CDW GOVERNMENT LLC,			\$103.69

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001.0000.13.558.70.41.001			12/18/2014	RL30340	ED MS SURFACE PRO EXT WARRANTY	103.69	
78190	1/15/2015	000095		CHOUGH, KWANG S			\$140.00
001.0000.02.512.51.49.009			1/1/2015	DEC 2014	MC 12/10-12/16/14 INTERPRETER	140.00	
78191	1/15/2015	003948		COMCAST CORPORATION,			\$371.31
101.0000.21.543.50.42.001			12/15/2014	8498 35 011 2205662	PWST 12/25/14-1/24/15 SVCS	371.31	
78192	1/15/2015	009527		COMDATA NETWORK INC,			\$558.98
001.0000.15.521.10.32.001				20228135	PD 12/14 FLEET FUEL DISCOUNT	-0.58	
001.0000.15.521.10.32.001				20228135	PD 12/14 FLEET FUEL REBATES	-2.58	
001.0000.99.548.79.32.001			1/1/2015	20228135	ND 12/14 FLEET FUEL	9.06	
001.0000.07.558.50.32.001			1/1/2015	20228135	CDBL 12/14 FLEET FUEL	42.18	
001.0000.07.557.20.32.001			1/1/2015	20228135	CDCE 12/14 FLEET FUEL	27.65	
101.0000.21.544.90.32.001			1/1/2015	20228135	PWST 12/14 FLEET FUEL	72.90	
001.0000.15.521.10.32.001			1/1/2015	20228135	PD 12/14 FLEET FUEL	410.35	
78193	1/15/2015	002028		CONSOLIDATED PRESS PRINTING CO,			\$6,797.00
001.0000.99.518.40.49.005			12/26/2014	13004	ND CONNECTIONS	6,797.00	
78194	1/15/2015	011049		CP PRODUCTS,			\$2,274.01
001.0000.15.521.80.31.001			12/19/2014	7973	PD 4MM BLUE ROLL END TRAY	1,539.00	
001.0000.15.521.80.31.001			12/19/2014	7973	PD 4MM BLUD ROLL END TRAY	486.00	
001.0000.15.521.80.31.001			12/19/2014	7973	freight	249.01	
78195	1/15/2015	008105		DEPARTMENT OF TRANSPORTATION,			\$1,376.99
102.0010.22.595.30.51.001			12/9/2014	RE-313-ATB41209071	PWCP NOV, 2014 E1177 MADIGAN	1,376.99	
78196	1/15/2015	000140		DEPT OF REVENUE-LEASEHOLD,			\$385.20
001.237.15			12/31/2014	4TH QTR, 2014	FN 4TH QTR 2014 LEASEHOLD TAX	385.20	
78197	1/15/2015	010648		DIAMOND MARKETING SOLUTIONS,			\$287.57
312.0000.01.535.30.42.002			1/5/2015	92063	PWSA PROCESS 12/14 SEWER MAILI	10.80	
001.0000.99.518.40.31.017			1/6/2015	91981	ND DAILY MAIL 12/16/14-12/31/1	276.77	
78198	1/15/2015	004733		DKS ASSOCIATES,			\$1,324.79
102.0006.22.595.30.41.017			12/30/2014	56491	PWCP E1168 11/1-11/28/14 TRAF	1,268.31	
102.0006.22.595.30.41.040			12/30/2014	56491	PWCP E1168 11/1-11/28/14 TRAF	56.48	

Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
78199	1/15/2015	004890		DUENHOELTER, MARTIN J.H.			\$1,850.00
001.0000.02.512.51.41.035			1/4/2014	DEC 2014	MC DEC 2014 PUBLIC DEFENDER SV	1,850.00	
78200	1/15/2015	011067		EAGLE EYE CONSULTING ENGINEERS,			\$3,260.00
001.0000.07.558.50.41.001			12/16/2014	2014-LAKE-NOV	CDBL IN HOUSE INSPECTIONS 11/1	3,260.00	
78201	1/15/2015	000166		FEDERAL EXPRESS,			\$10.92
001.0000.99.518.40.31.017			12/26/2014	2-890-37943	ND SHIPPING & HANDLING CHARGES	10.92	
78202	1/15/2015	010217		FIRST BANKCARD (1617),			\$439.46
001.0000.15.521.40.43.001			12/30/2014	1617/MEEKS 12/30/14	PD MEEKS AIRFARE CHANGE FEE: I	100.00	
001.0000.15.521.40.43.002			12/30/2014	1617/MEEKS 12/30/14	PD MEEKS HOTEL INT'L ASSOC	175.38	
001.0000.15.521.91.31.001			12/30/2014	1617/MEEKS 12/30/14	PD PAPER, LABELS, TAPE, MARKER	152.13	
001.0000.99.518.40.31.017			12/30/2014	1617/MEEKS 12/30/14	ND POSTAGE: SAMPLE TO TOX. LAB	11.95	
78203	1/15/2015	010873		FIRST BANKCARD (1914),			\$640.50
001.0000.11.571.20.31.001			12/30/2014	1914/HIGASH 12/30/14	PKRC SPEED STACKS SETS	349.99	
001.0000.11.571.20.31.005			12/30/2014	1914/HIGASH 12/30/14	PKRC FOOD FOR 12/5/14 LATE NIG	135.05	
001.0000.11.571.20.31.001			12/30/2014	1914/HIGASH 12/30/14	PKRC 1ST AID KITS FOR BASKETBA	128.00	
001.0000.11.571.20.31.005			12/30/2014	1914/HIGASH 12/30/14	PKRC FOOD FOR 12/19/14 LATE NI	27.46	
78204	1/15/2015	010193		FIRST BANKCARD (2148),			\$275.38
001.0000.15.521.40.43.002			12/30/2014	2148/ALLEN 12/30/14	PD ALLEN HOTEL/PROP & EVIDENCE	175.38	
001.0000.15.521.40.43.001			12/30/2014	2148/ALLEN 12/30/14	PD ALLEN TIX CHANGE FEE/ASSOC	100.00	
78205	1/15/2015	010076		FIRST BANKCARD (2338),			\$1,006.18
001.0000.11.576.80.49.003			12/29/2014	2338/ANDERSON 12/14	PKFC RECERT PESTICIDE CLASS	600.00	
001.0000.11.576.81.31.001			12/29/2014	2338/ANDERSON 12/14	PKFC METAL FOR PLAQUES	56.02	
001.0000.11.576.81.31.001			12/29/2014	2338/ANDERSON 12/14	PKFC SPLIT RAIL POSTS	222.52	
001.0000.11.576.80.49.003			12/29/2014	2338/ANDERSON 12/14	PKFC PESTICIDE CLASS/COLVIN	120.00	
001.0000.11.576.81.31.001			12/29/2014	2338/ANDERSON 12/14	PKFC FUSES	7.64	
78206	1/15/2015	010134		FIRST BANKCARD (2499),			\$164.34
001.0000.15.521.40.43.006			12/29/2014	2499/ALWINE 12/14	PD MANAGING PD DISCIPLINE V11/	114.34	
001.0000.15.521.40.43.001			12/29/2014	2499/ALWINE 12/14	PD MANAGING PD DISCIPLINE V11/	50.00	
78207	1/15/2015	010984		FIRST BANKCARD (3423),			\$361.45
001.0000.11.571.20.31.050			12/30/2014	3423/CARNEY 12/14	PKRC TREE LIGHTING NAME TAGS	9.82	
001.0000.11.571.20.31.050			12/30/2014	3423/CARNEY 12/14	PKRC TREE LIGHTING DECORATIONS	18.60	

Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
001.0000.11.571.20.31.050			12/30/2014	3423/CARNEY 12/14	PKRC TREE LIGHTING CANDY	13.34	
001.0000.11.571.20.31.050			12/30/2014	3423/CARNEY 12/14	PKRC TREE LIGHTING GAMES	11.21	
001.0000.11.571.20.31.050			12/30/2014	3423/CARNEY 12/14	PKRC TREE LIGHTING DECORATIONS	47.21	
001.0000.11.571.20.31.050			12/30/2014	3423/CARNEY 12/14	PKRC TREE LIGHTING GAMES	26.28	
001.0000.11.571.20.31.050			12/30/2014	3423/CARNEY 12/14	PKRC TREE LIGHTING REFRESHMENT	48.00	
001.0000.11.571.20.31.050			12/30/2014	3423/CARNEY 12/14	PKRC TREE LIGHTING REFRESHMENT	38.26	
001.0000.11.571.20.31.050			12/30/2014	3423/CARNEY 12/14	PKRC TREE LIGHTING RIBBON	10.92	
001.0000.11.571.20.31.050			12/30/2014	3423/CARNEY 12/14	PKRC WREATH WORKSHOP SUPPLIES	51.79	
001.0000.11.571.20.31.050			12/30/2014	3423/CARNEY 12/14	PKRC FATHER/DAUGHTER DANCE SUP	55.74	
001.0000.11.571.20.31.050			12/30/2014	3423/CARNEY 12/14	PKRC FATHER/DAUGHTER DANCE SUP	17.99	
001.0000.11.571.20.44.001			12/30/2014	3423/CARNEY 12/14	PKRC JINGLE BELL ROCK 5K ADVER	12.29	
78208	1/15/2015	010091		FIRST BANKCARD (4474),			\$35.23
001.0000.98.518.35.31.001			12/30/2014	4474/BURGESS 12/14	PWFC OIL FOR BLOWER	16.34	
001.0000.98.521.50.31.001			12/30/2014	4474/BURGESS 12/14	PWFC THREAD LOCKER, EDGER BLAD	18.89	
78209	1/15/2015	010124		FIRST BANKCARD (4516),			\$191.94
001.0000.11.569.50.31.001			12/30/2014	4516/SCHEID 12/30/14	PKSR CAKE FOR KELSEY'S FAREWEL	27.99	
001.0000.11.569.50.31.001			12/30/2014	4516/SCHEID 12/30/14	PKSR CARDS & PARTY SUPPLIES	19.63	
001.0000.11.569.50.31.001			12/30/2014	4516/SCHEID 12/30/14	PKSR COFFEE, SUGAR, PLATES, CU	144.32	
78210	1/15/2015	010857		FIRST BANKCARD (4665),			\$8.97
001.0000.15.521.10.31.001			12/30/2014	4665/UNFRED 12/30/14	PD SHUTTERFLY/EMPLOYEE PHOTOS	8.97	
78211	1/15/2015	010480		FIRST BANKCARD (5358),			\$2,255.45
001.0000.15.521.26.31.001			12/30/2014	5358/PITTS 12/30/14	PD TRAINING BOOKS FOR SWAT	190.86	
001.0000.15.521.40.43.002			12/30/2014	5358/PITTS 12/30/14	PD ALWINE HOTEL/POLICE DISCIPL	583.00	
180.0000.19.521.21.43.002			12/30/2014	5358/PITTS 12/30/14	PD LARSON HOTEL/NAT'L TECH	413.61	
001.0000.15.521.10.31.001			12/30/2014	5358/PITTS 12/30/14	PD STAMPS: BACKGROUNDS	49.98	
180.0000.15.521.21.49.003			12/30/2014	5358/PITTS 12/30/14	PD CONLON REGISTRATION: TECH E	395.00	
180.0000.15.521.21.49.003			12/30/2014	5358/PITTS 12/30/14	PD DIER REGISTRATION: TECH ENT	395.00	
001.0000.15.521.10.31.001			12/30/2014	5358/PITTS 12/30/14	PD CARDS	138.00	
001.0000.15.521.40.49.003			12/30/2014	5358/PITTS 12/30/14	PD NOVASKY REGISTER: INTERVIEW	90.00	
78212	1/15/2015	010216		FIRST BANKCARD (6206),			\$427.37
001.0000.15.521.10.31.005			12/30/2014	6206/NICHOL 12/30/14	PD 12/3/14 FOOD/ADVISORY COMM	12.99	
001.0000.99.518.40.31.017			12/30/2014	6206/NICHOL 12/30/14	PD STAMPS FOR BACKGROUND MAILI	245.00	
001.0000.15.521.10.41.001			12/30/2014	6206/NICHOL 12/30/14	PD DAVE GUTTU RETIREMENT PLAQU	109.40	
001.0000.15.521.10.31.005			12/30/2014	6206/NICHOL 12/30/14	PD CAKES LANDSKOV/MCGINNIS FAR	59.98	

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78213	1/15/2015	010133		FIRST BANKCARD (6562),			\$802.84
001.0000.11.576.80.31.001			12/30/2014	6562/WILLIA12/30/14	PKFC CABLES FOR PA SYSTEM	242.66	
001.0000.99.518.40.48.005			12/30/2014	6562/WILLIA12/30/14	ND REPAIR/MAINTENANCE TO PRIUS	470.09	
001.0000.99.518.40.48.005			12/30/2014	6562/WILLIA12/30/14	ND REPAIR/MAINTENANCE TO PRIUS	74.67	
001.0000.11.576.80.31.001			12/30/2014	6562/WILLIA12/30/14	PKFC PARTS FOR DEICER	15.42	
78214	1/15/2015	010269		FIRST BANKCARD (6711),			\$250.00
001.0000.15.521.40.49.003			12/30/2014	6711/ZARO 12/30/14	PD ZARO TUITION: SR MGMT INSTI	250.00	
78215	1/15/2015	010081		FIRST BANKCARD (6736),			\$961.25
001.0000.15.521.10.31.001			12/30/2014	6736/JOHNSON 12/14	PD DESKTOP HARD DRIVE	616.32	
001.0000.15.521.10.31.001			12/30/2014	6736/JOHNSON 12/14	PD DESKTOP HARD DRIVE	275.00	
001.0000.15.521.10.31.001			12/30/2014	6736/JOHNSON 12/14	PD FLASH USB STORAGE	69.93	
78216	1/15/2015	010793		FIRST BANKCARD (6748),			\$967.72
001.0000.01.511.60.31.001			12/30/2014	6748/SCHUMA 12/30/14	CC VOLUNTEER BKFST DECOR & FRU	128.04	
001.0000.06.515.30.49.001			12/30/2014	6748/SCHUMA 12/30/14	LG BUSH/FULMER WAPRO MEMBERSHI	50.00	
001.0000.01.511.60.49.003			12/30/2014	6748/SCHUMA 12/30/14	CC REGISTER MOSS/446TH COMMAND	20.00	
001.0000.06.515.30.49.001			12/30/2014	6748/SCHUMA 12/30/14	LG BUSH/ NAP MEMBERSHIP	100.00	
001.0000.01.511.60.31.005			12/30/2014	6748/SCHUMA 12/30/14	CC FOOD FOR LEGISL. DELEGATION	229.32	
001.0000.06.515.30.51.001			12/30/2014	6748/SCHUMA 12/30/14	LG FILING FEE	6.00	
001.0000.06.515.30.49.001			12/30/2014	6748/SCHUMA 12/30/14	LG WACHTER/KASER/COX TPCBA MMB	410.00	
001.0000.03.513.10.31.005			12/30/2014	6748/SCHUMA 12/30/14	CM COFFEE FOR 12/12/14 HPO MEE	24.36	
78217	1/15/2015	010093		FIRST BANKCARD (6819),			\$461.14
001.0000.98.518.35.31.001			12/29/2014	6819/FERMAHN 12/14	PWFC VACUUM BELTS	12.81	
001.0000.98.518.35.31.001			12/29/2014	6819/FERMAHN 12/14	PWFC VACUUM BELTS	21.35	
001.0000.98.518.35.31.001			12/29/2014	6819/FERMAHN 12/14	PWFC FSIC CORE, KEYS	170.82	
001.0000.98.518.35.31.001			12/29/2014	6819/FERMAHN 12/14	PWFC SMOKE SEAL, COAT HOOK	226.67	
001.0000.98.518.35.31.001			12/29/2014	6819/FERMAHN 12/14	PWFC PAINT	29.49	
78218	1/15/2015	010613		FIRST BANKCARD (7169),			\$21.44
101.0000.21.542.90.31.001			12/30/2014	7169/CUMMIN 12/30/14	PWST OILFOR SHOP EQUIPMENT	14.71	
101.0000.21.542.90.31.048			12/30/2014	7169/CUMMIN 12/30/14	PWST OIL CAP FOR CHAINSAW	6.73	
78219	1/15/2015	010556		FIRST BANKCARD (7174),			\$96.16
101.0000.21.542.64.49.001			12/30/2014	7174/LOGAN 12/30/14	PWST LOGAN RENEW IMSA CERTIFIC	40.00	
101.0000.21.544.90.31.006			12/30/2014	7174/LOGAN 12/30/14	PWST HYDRAULIC FLUID/BUCKET TR	56.16	

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78220	1/15/2015	010983		FIRST BANKCARD (7269),			\$205.73
001.0000.11.571.20.31.050			12/30/2014	7269/NEGO 12/30/14	PKRC FOOD FOR TREE LIGHTING CE	41.70	
001.0000.11.571.20.31.005			12/30/2014	7269/NEGO 12/30/14	PKRC FOOD FOR MANN LATE NIGHT	124.72	
001.0000.11.571.20.31.001			12/30/2014	7269/NEGO 12/30/14	PKRC PENS, TABS	39.31	
78221	1/15/2015	011026		FIRST BANKCARD (7745),			\$839.89
001.0000.13.558.70.43.001			12/30/2014	7745/NEWTON 12/30/14	ED NEWTON T12/01/14 CAB @ INT'	59.64	
001.0000.13.558.70.43.002			12/30/2014	7745/NEWTON 12/30/14	ED NEWTON T12/01/14 HOTEL @ IN	334.56	
001.0000.13.558.70.49.003			12/30/2014	7745/NEWTON 12/30/14	ED NEWTON WA ECON DEV WINTER C	225.00	
001.0000.13.558.70.31.001			12/30/2014	7745/NEWTON 12/30/14	ED BUSINESS SHOWCASE FRAMES	218.69	
001.0000.13.558.70.43.005			12/30/2014	7745/NEWTON 12/30/14	ED 12/16/14 MEETING PARKING	2.00	
78222	1/15/2015	010738		FIRST BANKCARD (8398),			\$1.31
001.0000.11.569.50.45.004			12/30/2014	8398/SAMPLE 12/14	PKSR MOVIE RENTAL	1.31	
78223	1/15/2015	010943		FIRST BANKCARD (9921),			\$85.00
101.0000.21.542.64.49.001			12/30/2014	9921/DEAN 12/30/14	PWST DEAN IMSA MEMBERSHIP DUES	85.00	
78224	1/15/2015	007509		FRANCISCAN OCCUPATIONAL HEALTH,			\$339.00
001.0000.15.521.10.41.001			1/2/2015	3168	PD 12/14 AUDIOGRAM SVCS	339.00	
78225	1/15/2015	002817		GRAINGER,			\$73.51
001.0000.98.518.35.31.001			12/26/2014	9627321954	PWFC BOILER ROOM EXHAUST FAN	73.51	
78226	1/15/2015	011002		HOUSING AUTHORITY OF THE,			\$50,000.00
190.0000.52.559.32.41.121			12/1/2014	12/01/14 DRAW	CDBG PRAIRIE OAKS HOUSING PROJ	50,000.00	
78227	1/15/2015	009728		HSA BANK,			\$56.25
001.0000.99.518.40.41.064			11/14/2014	2285639	ND 10/14 MONTHLY ACCOUNT FEES	56.25	
78228	1/15/2015	011069		JBLM - MCCHORD FIELD CLUB,			\$2,016.00
192.0000.00.558.60.31.005			11/26/2014	15	SSMP BREAKFAST @ 11/18/14 FORU	2,016.00	
78229	1/15/2015	008424		JENSON, HEIDI			\$55.00
001.347.60.00.000			12/31/2014	BASKETBALL REFUND	PKRC BASKETBALL PROGRAM REFUND	55.00	
78230	1/15/2015	000294		LAKWOOD REFUSE SERVICE,			\$1,952.29
001.0000.07.557.20.41.001			1/1/2015	5854848	CDCE 6000 MAIN ST 12/1-12/31/1	129.49	

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001.0000.11.576.81.47.002			1/1/2015	5855044	PKFC FT STEILACOOM DEC 2014	307.91	
001.0000.11.576.81.47.002			1/1/2015	5855466	PKFC 9115 ANGLE LN DEC 2014	1,405.65	
001.0000.11.576.81.47.002			1/1/2015	5855985	PKFC 9115 ANGLE LN DEC 2014	7.17	
101.0000.21.543.50.47.002			1/1/2015	5855990	PWST 9420 FRONT ST S 12/01-12/	102.07	
78231	1/15/2015	000296		LAKWOOD SISTER CITIES,			\$200.00
104.0000.01.557.30.41.001			12/26/2014	4/24-4/28/14	HM 4/24-4/28/14 2014 LODGING T	200.00	
78232	1/15/2015	000300		LAKWOOD WATER DISTRICT,			\$624.61
101.0000.21.542.70.47.001			12/26/2014	26690-75741 12/26/14	PWST 0 ENTR MEADOW PK/BP 10/23	55.25	
101.0000.21.542.70.47.001			12/26/2014	27116-75741 12/26/14	PWST 0 NE CORNER BP 10/23-12/2	32.09	
101.0000.21.542.70.47.001			12/26/2014	22087-75741 12/26/14	PWST 0 75TH/CUSTER RD 10/23-12	48.41	
101.0000.21.542.70.47.001			12/26/2014	12584-75739 12/14	PWFC 10/1-11/28/14 HIPKINS/TRA	29.75	
001.0000.98.521.50.47.001			1/9/2015	26902-75740 01/09/15	PWFC 9401 LKWD DR ANNUAL FIRE	45.00	
101.0000.21.542.70.47.001			12/19/2014	26684-75741 12/19/14	PWST 11002 PAC HWY/GLENROSE	37.56	
101.0000.21.542.70.47.001			12/19/2014	26686-75741 12/19/14	PWST 11725 PAC HWY/KLINE 10/14	39.08	
101.0000.21.542.70.47.001			12/19/2014	26698-75741 12/19/14	PWST 11620 PAC HWY 10/14-12/10	32.09	
101.0000.21.542.70.47.001			12/19/2014	26755-75741 12/19/14	PWST 0 PAC HWY/BPW 10/14-12/10	39.08	
101.0000.21.542.70.47.001			12/19/2014	26862-75739 12/14	PWST 10/14-12/10/14 PAC HWY/ST	161.28	
101.0000.21.542.70.47.001			12/19/2014	27111-75740 12/14	PWST 10/13-12/12/14 KENDRICK	39.08	
101.0000.21.543.50.47.001			12/19/2014	27146-75739 12/14	PWST 10/20-12/11/14 9420 FRNT	36.19	
101.0000.21.542.70.47.001			12/23/2014	19210-75741 12/23/14	PWST 0 RUSSELL RD/104TH 10/21-	29.75	
78233	1/15/2015	009659		LARSON AND ASSOCIATES,			\$2,517.50
102.0000.22.544.20.41.001			12/18/2014	201521	PWCP 12/14 LKWD SURVEY 3710 10	440.00	
102.0028.22.595.30.41.017			12/18/2014	201522	PWCP 12/14 E0028 COL/59TH AVE	2,077.50	
78234	1/15/2015	000309		LES SCHWAB TIRE CENTER,			\$888.51
101.0000.21.544.90.48.005			11/29/2014	30500225471	PWST FLAT REPAIR	52.54	
001.0000.07.557.20.48.005			11/25/2014	30500226714	CDCE CV#0760006 TIRES	693.75	
101.0000.21.544.90.31.006			12/11/2014	305000229740	PWST BATTERY	127.45	
001.0000.11.576.80.48.005			11/3/2014	30500222013	PKFC LOOSE LAWN MOWER FLAT	14.77	
78235	1/15/2015	009430		MCCLENDON, ANESSA			\$118.20
001.0000.11.569.50.41.001			12/29/2014	12/8-12/29/14	PKSR 12/8-12/29/14 INSTRUCTOR	118.20	
78236	1/15/2015	000333		MICROFLEX INC,			\$77.33
001.0000.04.514.20.41.001			1/6/2015	22222	FN TAX AUDIT PROGRAM	77.33	

Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
78237	1/15/2015	009263		NATIONAL LAW ENFORCEMENT SUPPLY,			\$408.12
001.0000.15.521.80.31.001			12/18/2014	113410	PD DRUG TEST KITS	408.12	
78238	1/15/2015	010743		NISQUALLY PUBLIC SAFETY,			\$34,030.00
001.0000.15.521.10.51.006			11/30/2014	5333	PD NOV 2014 JAIL SVCS	6,270.00	
001.0000.15.521.10.51.006			11/30/2014	5334	PD NOV 2014 JAIL SVCS	30,360.00	
001.0000.15.521.10.51.006				5451	PD CREDIT INV #5334/NOV 2014 J	-2,600.00	
78239	1/15/2015	010429		PMAM CORPORATION,			\$4,194.42
001.0000.15.521.10.41.015			12/19/2014	20112023	PD NOV, 2014 ALARM FEES	4,194.42	
78240	1/15/2015	010986		POWERSPORTS NORTHWEST,			\$426.61
501.0000.51.594.48.64.005			12/31/2014	93703680	PD '14 HONDA: INSTALL RADAR SY	426.61	
78241	1/15/2015	010204		PROTECT YOUTH SPORTS,			\$9.00
001.0000.09.518.10.41.001			1/1/2015	338292	HR 12/14 NATIONAL COMBO SEARCH	9.00	
78242	1/15/2015	000445		PUGET SOUND ENERGY,			\$4,484.82
001.0000.11.576.80.47.005			12/31/2014	200001526637 PK	PKFC 9222 VETERANS DR 12/02-12	35.97	
001.0000.11.576.80.47.005			12/31/2014	200004973653 PK	PKFC 14717 WOODLAWN 12/02-12/3	266.22	
001.0000.11.576.81.47.005			12/26/2014	300000010896 PK	PKFC FT STEIL PARK 11/19-12/18	375.86	
001.0000.11.576.81.47.005			12/26/2014	300000010938 PK	PKFC 8802 DRESDEN LN 11/19-12/	257.86	
001.0000.11.576.81.47.005			12/19/2014	200001527551 12/14	PKFC 11/18-12/18/14 FT STEILAC	132.25	
001.0000.98.518.35.47.011			12/18/2014	200018357661 12/14	PWFC 11/17-12/17/14 6000 MAIN	1,685.44	
001.0000.98.521.50.47.011			12/17/2014	200008745289 12/14	PWFC 11/14-12/16/14 9401 LKWD	436.05	
101.0000.21.542.64.47.005			12/22/2014	300000005037 12/14	PWST 10/29-12/1/14 GLD/VETERAN	1,097.45	
001.0000.11.576.80.47.005			12/24/2014	220002793168 PK	PKFC 8807 25TH AV S 11/22-12/2	197.72	
78243	1/15/2015	005342		RAINIER LIGHTING & ELECTRICAL,			\$1,667.13
001.0000.98.542.65.31.001			12/24/2014	341066-1	PWFC SOUND TRANSIT GARAGE SUPP	1,667.13	
78244	1/15/2015	010478		RICOH USA INC,			\$3,029.78
001.0000.99.518.40.45.002			12/16/2014	93828160	ND 12/15-1/14/15 COPIER RENTAL	3,029.78	
78245	1/15/2015	009492		RINALDI, LINDA			\$10,900.00
190.0000.52.559.31.41.001			1/6/2015	01/06/15	CDBG TAC/LKWD CONS PLAN THRU 1	10,900.00	
78246	1/15/2015	007863		RU2 SYSTEMS INC,			\$1,415.00
102.0000.22.595.64.35.014			12/12/2014	38133	PWCP DISPLAY BOARDS	1,415.00	

Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
78247	1/15/2015	002459		SECRETARY OF STATE-IMAGING,			\$368.02
001.0000.06.515.30.41.001			12/15/2014	00004649	LG 12/15/14 INDEX/DOCUMENT PRE	368.02	
78248	1/15/2015	010457		SMITH, STAFFORD L			\$978.95
001.0000.07.558.60.41.001			12/31/2014	12/14	CDPL HEARING EXAMINER SVCS	978.95	
78249	1/15/2015	010447		SPECIAL SERVICES GROUP LLC,			\$2,770.00
195.0000.21.521.30.31.090			10/8/2014	7971	PD REPLACEMENT FOR LOST GPS MI	250.00	
180.0000.19.521.21.41.001			10/3/2014	7921	PD 12/4/14-12/3/15 RENEWAL SUR	720.00	
195.0000.21.521.30.42.006			10/3/2014	7921	PD 12/5/14-12/4/15 RENEWA COVE	1,800.00	
78250	1/15/2015	002994		STERLING REFERENCE LABORATORIE,			\$1,671.95
001.0000.02.523.30.41.001			12/30/2014	F42210-77	MC DEC 2014 UA FEES	1,342.40	
001.0000.02.523.30.41.001			1/6/2015	F42210-78	MC DEC 2014 UA FEES	329.55	
78251	1/15/2015	009186		THOMPSON ELECTRICAL CONSTRUCT,			\$1,624.59
001.0000.98.518.35.41.001			12/30/2014	1214-6989CV	PWFC ADD 3 CIRCUITS FOR RECEPT	1,624.59	
78252	1/15/2015	010640		TLO LLC,			\$38.25
001.0000.15.521.21.41.001			1/1/2015	212084 12/14	PD 12/14 PERSON SEARCHES	38.25	
78253	1/15/2015	007712		US BANK,			\$72.00
001.0000.04.514.20.41.001			12/31/2014	4TH QTR 2014	FN 4TH QTR 2014 CUSTODY CHARGE	72.00	
78254	1/15/2015	009856		UTILITIES UNDERGROUND LOCATION,			\$94.17
101.0000.21.544.90.41.001			12/31/2014	4120147	PWST 12/14 EXCAVATION NOTIFICA	94.17	
78255	1/15/2015	010466		VELAZQUEZ-ROSADO, C IVELISSE			\$200.00
001.0000.02.512.51.49.009			12/30/2014	12/30/14	MC 12/29-12/30/14 INTERPRETER	200.00	
78256	1/15/2015	002509		VERIZON WIRELESS,			\$3,939.89
190.0000.52.559.31.42.001			12/16/2014	9737269347	CDBG 11/17-12/16/14 SVCS	119.31	
001.0000.03.513.10.42.001			12/16/2014	9737269347	CM 11/17-12/16/14 SVCS	115.66	
001.0000.03.557.20.42.001			12/16/2014	9737269347	CM 11/17-12/16/14 SVCS	57.83	
001.0000.04.514.20.42.001			12/16/2014	9737269347	FN 11/17-12/16/14 SVCS	38.72	
001.0000.04.518.80.42.001			12/16/2014	9737269347	IT 11/17-12/16/14 SVCS	170.93	
001.0000.06.515.30.42.001			12/16/2014	9737269347	LG 11/17-12/16/14 SVCS	193.60	
001.0000.13.558.70.42.001			12/16/2014	9737269347	ED 11/17-12/16/14 SVCS	57.83	

Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
001.0000.02.523.30.42.001			12/16/2014	9737269347	MC 11/17-12/16/14 SVCS	38.72	
001.0000.07.558.60.42.001			12/16/2014	9737269347	CD 11/17-12/16/14 SVCS	57.83	
192.0000.00.558.60.42.001			12/16/2014	9737269347	SSMP 11/17-12/16/14 SVCS	48.72	
401.0000.41.531.10.42.001			12/16/2014	9737269348	PWSW 11/17-12/16/14 PHONE SVCS	211.84	
101.0000.21.544.90.42.001			12/16/2014	9737269348	PWST 11/17-12/16/14 PHONE SVCS	97.41	
101.0000.21.543.10.42.001			12/16/2014	9737269348	PWST 11/17-12/16/14 PHONE SVCS	67.21	
101.0000.21.543.30.42.001			12/16/2014	9737269348	PWST 11/17-12/16/14 PHONE SVCS	64.94	
101.0000.21.542.64.42.001			12/16/2014	9737269348	PWST 11/17-12/16/14 PHONE SVCS	124.43	
102.0000.22.544.20.42.001			12/16/2014	9737269348	PWCP 11/17-12/16/14 PHONE SVCS	248.37	
001.0000.98.518.35.42.001			12/16/2014	9737269348	PWFC 11/17-12/16/14 PHONE SVCS	101.26	
001.0000.11.576.81.42.001			12/16/2014	9737269349	PKFC PHONE SERVICE 11/17-12/16	886.72	
001.0000.11.576.81.31.001			12/16/2014	9737269349	PKFC OTTERBOXES	246.08	
001.0000.03.513.10.42.001			12/16/2014	9737269350	CM 11/17-12/16/14 SVCS	84.03	
001.0000.03.557.20.42.001			12/16/2014	9737269350	CM 11/17-12/16/14 SVCS	30.47	
001.0000.04.518.80.42.001			12/16/2014	9737269350	IT 11/17-12/16/14 SVCS	211.16	
001.0000.06.515.30.42.001			12/16/2014	9737269350	LG 11/17-12/16/14 SVCS	74.03	
001.0000.01.511.60.42.001			12/16/2014	9737269350	CC 11/17-12/16/14 SVCS	151.14	
102.0000.22.544.20.42.001			12/16/2014	9737269350	PWCP 11/17-12/16/14 SVCS	10.45	
401.0000.41.531.10.42.001			12/16/2014	9737269350	PWSW 11/17-12/16/14 SVCS	10.46	
001.0000.07.557.20.42.001			12/16/2014	9737300836	CD 11/17-12/16/14 SVCS	183.49	
001.0000.07.558.60.42.001			12/16/2014	9737300836	CD 11/17-12/16/14 SVCS	38.72	
001.0000.07.558.50.42.001			12/16/2014	9737300836	CD 11/17-12/16/14 SVCS	198.53	
78257	1/15/2015	004622		WAPATO POLICE DEPARTMENT,			\$17,550.00
001.0000.15.521.10.51.006			1/2/2015	12-JC14	PD 12/14 JAIL SERVICES	17,550.00	
78258	1/15/2015	000595		WASHINGTON ASSOC OF SHERIFF'S,			\$625.20
001.0000.15.521.40.49.001			11/30/2014	INV026134	PD ACCREDITATION SVCS	625.20	
78259	1/15/2015	010544		WASHINGTON ROCK QUARRIES INC,			\$399.37
401.0000.41.531.10.31.030			12/23/2014	50833	PWSW 2" CRUSHED CLEAN	148.86	
401.0000.41.531.10.31.030			12/22/2014	50800	PWSW 2" CRUSHED CLEAN	250.51	
78260	1/15/2015	008042		WASPC,			\$4,872.14
001.0000.02.523.30.41.001			11/30/2014	EM 2014-00532	MC NOV 2014 HOME MONITORING SV	4,872.14	
78261	1/15/2015	000598		WATER MANAGEMENT LABORATORIES,			\$1,410.00
401.0000.41.531.10.41.001			12/26/2014	136894	PWSW 12/14/14 WATER SAMPLING	1,410.00	

Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
78262	1/15/2015	010834		WEED, FAY			\$187.80
001.0000.11.569.50.41.001			12/29/2014	12/8-12/29/14	PKSR 12/8-12/29/14 INSTRUCTOR	187.80	
78263	1/15/2015	004697		WHISTLE WORKWEAR OF TACOMA,			\$599.79
101.0000.21.544.90.31.008			12/16/2014	59362	PWST SAFETY T-SHIRTS & SWEATSH	599.79	
78264	1/16/2015	010395		ARAMARK REFRESHMENT SERVICES,			\$384.50
001.0000.15.521.10.31.001			1/5/2015	348297	PD SUGAR, SWEETNER, COFFEE SUP	313.03	
001.0000.99.518.40.31.001			1/5/2015	523088	ND CUPS @ PD	71.47	
78265	1/16/2015	000046		ASSOC OF WASHINGTON CITIES,			\$40,067.00
001.0000.99.518.40.49.001			1/9/2015	2015 MEMBERSHIP	ND AWC 2015 MEMBERSHIP FEE	40,067.00	
78266	1/16/2015	010262		CENTURYLINK,			\$426.81
503.0000.04.518.80.42.001			1/1/2015	253-584-2263 463B	IT PHONE SERVICE 01/01-02/01/1	57.76	
503.0000.04.518.80.42.001			1/1/2015	253-584-5364 399B	IT PHONE SERVICE 01/01-02/01/1	41.54	
503.0000.04.518.80.42.001			1/2/2015	253-581-8220 448B	IT PHONE SERVICE 01/02-02/02/1	37.68	
503.0000.04.518.80.42.001			12/19/2014	253-588-4697 855B	IT PHONE SERVICE 12/19/14-01/1	50.35	
503.0000.04.518.80.42.001			12/23/2014	206-T31-6789-758B	IT PHONE SERVICE 12/23/14-01/2	82.31	
503.0000.04.518.80.42.001			12/28/2014	253-983-1024 083B	IT PHONE SERVICE 12/28/14-01/2	157.17	
78267	1/16/2015	003883		CHUCKALS INC,			\$216.61
001.0000.04.518.80.31.002			1/5/2015	807176-0	IT TONER	216.61	
78268	1/16/2015	000536		CITY TREASURER/CITY OF TACOMA,			\$24,375.00
503.0000.04.518.80.42.001			1/5/2015	90600488	IT 1Q/15 PW PUB SAFETY RADIO U	1,500.00	
503.0000.04.518.80.42.001			1/5/2015	90600493	IT 1Q/15 PD PUB SAFETY RADIO U	22,875.00	
78269	1/16/2015	010391		DEPT OF ENTERPRISE SERVICES,			\$750.00
001.0000.15.521.21.41.001			12/9/2014	16142539	PD 2015 LESO PROGRAM PARTICIPA	750.00	
78270	1/16/2015	009936		FILEONQ INC,			\$7,342.38
001.0000.15.521.80.41.001			11/20/2014	4854	PD 2015 MAINTENANCE/SUPPORT AG	7,342.38	
78271	1/16/2015	010903		GSP LAKEVIEW INDUSTRIAL LLC,			\$912.48
101.0000.21.543.50.45.004			1/2/2015	600298	PWST 01/15 MONTHLY RENT/UTILIT	912.48	
78272	1/16/2015	005722		LANDPORT SYSTEMS INC,			\$83.00
001.0000.98.518.35.41.001			1/1/2015	2015-9100	PWFC 1/15 MONTHLY SVCS FEE	83.00	

Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
78273	1/16/2015	000364		NORTHWEST BUILDING LLC,			\$3,165.00
001.0000.98.521.50.48.009			1/2/2015	1ST QTR, 2015	PWFC 1ST QTR, 2015 COMMON AREA	3,165.00	
78274	1/16/2015	009317		OPTIC FUSION INC,			\$1,549.28
503.0000.04.518.80.42.001			1/1/2015	95-16767	IT 01/15 INTERNET CONNECTIVITY	1,549.28	
78275	1/16/2015	000446		PUGET SOUND CLEAN AIR AGENCY,			\$8,229.25
001.0000.11.576.81.49.003			11/24/2014	20152686	PKFC 2015 ANNUAL REGISTRATION	140.00	
001.0000.15.521.32.51.017			1/15/2015	15-0582S 1Q/15	PD 1ST QTR 2015 CLEAN AIR ASSE	8,089.25	
78276	1/16/2015	006497		SYSTEMS FOR PUBLIC SAFETY,			\$810.38
001.0000.15.521.22.48.001			1/2/2015	25743	PD CV#1522433 REPAIR SIREN	91.90	
001.0000.15.521.22.48.001			1/2/2015	25745	PD CV#1522607 TIRES, MOUNT, OI	718.48	
78277	1/16/2015	000153		TYLER TECHNOLOGIES INC,			\$48,423.88
503.0000.04.518.80.48.003			12/1/2014	045-122413	IT 2015 EDEN SUPPORT	52,047.96	
503.0000.04.518.80.48.003				045-123060	IT LICENSING /PERMIT SUPPORT W	-3,624.08	
78278	1/16/2015	009107		WASHINGTON CITIES INSURANCE,			\$836,364.00
504.0000.09.518.31.46.001			1/1/2015	30069	RM 2015 LIABILITY/PROGRAM ASSE	833,864.00	
103.0000.01.541.30.46.001			1/1/2015	30070	TBD 2015 LIABILITY/PROGRAM ASS	2,500.00	
78279	1/16/2015	000593		WASHINGTON STATE TREASURER,			\$123,275.27
001.0000.02.386.89.12.001			1/15/2015	DEC 2014	MC DEC 2014 STATE FEES	89.99	
001.0000.02.386.89.13.001			1/15/2015	DEC 2014	MC DEC 2014 STATE FEES	90.00	
001.0000.02.386.89.14.001			1/15/2015	DEC 2014	MC DEC 2014 STATE FEES	90.71	
001.0000.02.386.89.15.001			1/15/2015	DEC 2014	MC DEC 2014 STATE FEES	65.86	
001.0000.02.386.89.16.001			1/15/2015	DEC 2014	MC DEC 2014 STATE FEES	373.83	
001.0000.02.237.10.00.001			1/15/2015	DEC 2014	MC DEC 2014 STATE FEES	27,843.50	
001.0000.02.237.10.00.002			1/15/2015	DEC 2014	MC DEC 2014 STATE FEES	51,243.69	
001.0000.02.237.10.00.003			1/15/2015	DEC 2014	MC DEC 2014 STATE FEES	20,864.36	
001.0000.02.237.10.00.006			1/15/2015	DEC 2014	MC DEC 2014 STATE FEES	6,962.60	
001.0000.02.237.10.00.007			1/15/2015	DEC 2014	MC DEC 2014 STATE FEES	4,676.37	
001.0000.02.237.10.00.008			1/15/2015	DEC 2014	MC DEC 2014 STATE FEES	9,052.96	
001.0000.02.237.10.00.009			1/15/2015	DEC 2014	MC DEC 2014 STATE FEES	1,676.84	
001.0000.02.237.30.00.000			1/15/2015	DEC 2014	MC DEC 2014 STATE FEES	244.56	
78280	1/16/2015	008282		1ST BAPTIST CHURCH OF LAKEWOOD,			\$10.00

Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
001.0000.11.576.81.41.001			1/15/2015	2015 GARDEN SPACE	PKFC 2015 COMMUNITY GARDEN LEA	10.00	
78281	1/16/2015	009720		ACCESSDATA GROUP LLC,			\$1,912.35
195.0006.15.521.30.41.001			11/12/2014	60139	PD 2 YR STANDALONE PERPETUAL L	1,912.35	
78282	1/16/2015	010053		BLUE LINE TRAINING,			\$249.00
001.0000.15.521.90.49.003			11/25/2014	2406	PD 7/20-7/21/15 OFFICER INVOLV	249.00	
78283	1/16/2015	006115		BOARD FOR VOLUNTEER,			\$700.00
001.0000.15.521.10.21.020			1/2/2015	2015 FEES	PD 2015 RESERVE OFFICER RELIEF	700.00	
78284	1/16/2015	003948		COMCAST CORPORATION,			\$800.00
503.0000.04.518.80.42.001			1/1/2015	33368490	IT ETHERNET INTERNET JAN 2015	800.00	
78285	1/16/2015	002976		DEPT OF LICENSING,			\$30.00
001.0000.06.514.30.49.001			1/15/2015	SCHUMACHER 2015	LG SCHUMACHER NOTARY APPLICATI	30.00	
78286	1/16/2015	000145		DMCJA,			\$750.00
001.0000.02.512.50.49.001			1/15/2015	2015 DUES/BLINN	MC JUDGE BLINN 2015 DMCJA DUES	750.00	
78287	1/16/2015	000146		DMCMA,			\$150.00
001.0000.02.512.50.49.001			1/15/2015	2015 MEMBER/WRIGHT	MC WRIGHT 2015 DMCMA MEMBERSHI	150.00	
78288	1/16/2015	005398		GLOBAL SECURITY & ,			\$452.55
101.0000.11.543.50.41.001			1/1/2015	4171774	PWST 1Q/15 INTRUSION MONITORIN	452.55	
78289	1/16/2015	000196		GOV'T FINANCE OFFICERS ASSOC,			\$50.00
001.0000.04.514.20.31.004			12/22/2014	0145742S 2015/16	FN 2/1/15-1/31/16 GAAFR NEWSLE	50.00	
78290	1/16/2015	008776		IAPE,			\$100.00
001.0000.15.521.40.49.001			1/2/2015	M15-25184	PD MEEKS 2015 MEMBERSHIP FEE	50.00	
001.0000.15.521.40.49.001			1/2/2015	M15-27639	PD ALLEN, D. 2015 MEMBERSHIP F	50.00	
78291	1/16/2015	010885		JOHNSTON GROUP LLC,			\$4,500.00
001.0000.03.513.10.41.001			1/1/2015	485	CM 01/15 RETAINTER FED GOVT RE	4,500.00	
78292	1/16/2015	010485		LAW OFFICE OF R TYE GRAHAM,			\$1,350.00
001.0000.06.515.31.41.001			1/6/2015	119	LG DOCKET COVERAGE JAN 6-9, 20	1,350.00	

Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
78293	1/16/2015	005980		LEADS ONLINE, LLC,			\$6,188.00
001.0000.15.521.21.41.001			11/1/2014	229904	PD METAL THEFT TRACKING SYSTM	6,188.00	
78294	1/16/2015	000309		LES SCHWAB TIRE CENTER,			\$37.20
101.0000.11.544.90.48.005			1/9/2015	30500234820	PWST CV#2121601 REPAIR FLAT	37.20	
78295	1/16/2015	009595		NORTHEND TRUCK EQUIPMENT INC,			\$239.36
101.0000.11.544.90.48.005			1/8/2015	1030685	PWST CV#2121009 REPAIR IN/OP P	239.36	
78296	1/16/2015	001130		PIERCE COUNTY UCC,			\$100.00
101.0000.11.544.90.49.001			1/15/2015	2015 MEMBERSHIP	PWST WILLIAMS/AGUON 2015 PCUCC	100.00	
78297	1/16/2015	009237		PROSSER PIANO & ORGAN,			\$438.00
001.0000.11.571.20.31.050			1/15/2015	01/15 MLK RENTAL	PKRC RENT PIANO FOR MLK CELEBR	438.00	
78298	1/16/2015	010645		PUBLIC ENGINES INC,			\$4,099.00
503.0000.04.518.80.35.003			12/1/2014	20890	IT CREMEREPORTS PLUS ANNUAL SU	4,099.00	
78299	1/16/2015	010478		RICOH USA INC,			\$530.15
503.0000.04.518.80.45.002			1/18/2015	93839673	IT RENT MP5002SP 12/18/14-01/1	195.27	
503.0000.04.518.80.45.002			1/26/2015	93854067	IT RENT MPC3001 12/21/14-01/20	178.87	
503.0000.04.518.80.45.002			1/26/2015	93896148	IT RENT C86042451 12/26/14-01/	156.01	
78300	1/16/2015	010447		SPECIAL SERVICES GROUP LLC,			\$600.00
195.0000.21.521.30.42.006			1/7/2015	8141	PD RENEW ANNUAL COVERT TRACK S	600.00	
78301	1/16/2015	000543		TACOMA-PIERCE COUNTY BAR ASSOC,			\$30.00
001.0000.06.515.30.49.001			1/2/2015	2015 C WRIGHT	LG 2015 C. WRIGHT MEMBERSHIP	30.00	
78302	1/16/2015	000913		WA STATE ASSOC OF PERMIT TECHS,			\$35.00
001.0000.07.558.50.49.001			1/2/2015	2015 A'ALONA DUES	CD 2015 MEMBERSHIP FOR A'ALONA	35.00	
78303	1/16/2015	000577		WABO,			\$20.00
001.0000.07.558.50.49.003			12/30/2014	29451	CDBL YARBERRY 2/5/15 WABO MTG	20.00	
78304	1/16/2015	009254		WFOA,			\$350.00
001.0000.04.514.20.49.001			1/5/2015	2015 MEMBERSHIP	FN 2015 WFOA MEMBERSHIP/FINANC	350.00	
78305	1/26/2015	008692		POLICE EXEC RESEARCH FORUM,			\$8,900.00

Check No.	Date	Vendor	Inv Date	Invoice	Description	Amount	Check Total
001.0000.15.521.40.49.003			1/26/2015	V7/01/15 TUITION	PD ZARO SR. MGMT INST. V7/01/1	8,900.00	
# of Checks Issued		205					
Total		\$ 2,645,206.24					



**LAKWOOD ARTS COMMISSION
REGULAR MONTHLY MEETING
MONDAY, January 5, 2015 4:30 PM TO 6:00 PM
Lakewood City Hall Council Chambers
6000 Main Street SW
Lakewood, WA 98499**

CALL TO ORDER

Chair Kurt Erickson called the meeting to order at 5:20 pm. The delay was due to the lack of quorum until that time and an opening field trip to the potential public art site at Washington and Gravelly.

ATTENDANCE:

Arts Commission Members Present: Retha Hayward; Kurtiss Erickson; Kat Flores; Phillip Raschke; Susan Coulter; Barbara Vest & William Joy (representing the Youth Council)

Council Liaison: Marie Barth

Arts Commission Member Excused: Jean Witte

Arts Commission Members Absent: Sandra Cavillo; Robert Lawrence; Marquita Hunt; Jeff Greenwell

APPROVAL OF MINUTES: Retha Hayward moved and Susan Coulter seconded a motion to approve the minutes of the December 1, 2014, meeting. The motion passed.

PUBLIC COMMENT: None

UNFINISHED BUSINESS:

Van Trip to potential public art site: Several members took a van trip to the potential public art site at Washington & Gravelly. The members were impressed with the size and scale of the site and the potential for a variety of artwork. The commission would like to make a recommendation to Council to accept the site for potential public art at their January 20th study session.

Community Garden Sign & Artwork: The gate, arch and signage have been completed at the garden. Commission members were sent a photo prior to the meeting showing the now attached city seal and sign. The existing fence posts will be moved and a latching device will be added to the gate. A plaque will be installed signifying the contributions of the Arts Commission, artist Werner Dillenburger, Levi Ott (Eagle Scout project) and Pinnacle Lumber).

Recruitment:

The commission still has 4 positions open. Members were encouraged to invite potential members to the next meeting in February. Musician Morris Northcutt and artist Jean Miller were mentioned as potential members.

Public Art

City Hall Lobby Art: Youth Council member Hayley Mahnke has declined to exhibit her artwork in City Hall. Commission member Retha Hayward suggested artwork from the collection of recently deceased Peggy Peterson. Retha will contact her husband for approval.

Gravelly & Washington site for art: The commission requested a timeline be developed for installation of public art at this site. Former members of Keep Lakewood Beautiful are to be contacted to determine if matching funds are available from the Rose Murphy endowment. Commission member Retha Hayward shared a conceptual drawing by artist Zach Taylor depicting a sculpture created from large metal gear wheels welded together. The estimated cost of producing the sculpture was \$5,400. Potential themes were discussed for the proposed artwork including a link to the military and to create a focus for the artists to incorporate into their submissions.

MayFest: An MOU has been created for the Arts Commission participation in MayFest in 2015. The biggest change is the intake of the artwork at the White Dove Gallery. The artwork will then need to be transported to Lakewold Gardens. The breakdown will also require the artwork to be transported back the gallery at the end of the event. See attachment A.

NEW BUSINESS

2015 Approved Budget: The Arts Commission approved a \$2000 operating budget for 2015. Retha Hayward moved and Kat Flores seconded the motion to accept the proposed operating budget. The commission briefly discussed having Lakewold Gardens be the fiscal agent for the art display at MayFest. This possibility will be discussed further in the future. See attachment B.

ADJOURNMENT: The meeting was adjourned at 6:05 pm


Kurtiss Erickson, Chair


Dennis Higashiyama, Staff Liaison

REQUEST FOR COUNCIL ACTION

DATE ACTION IS REQUESTED: February 2, 2015	TITLE: Resolution Setting March 2, 2014, as the Date for a Public Hearing to Consider a New Residential Target Area in the Lakeview Area	TYPE OF ACTION: — ORDINANCE ✓ RESOLUTION 2015-04 — MOTION — OTHER
REVIEW: January 26, 2015	ATTACHMENTS: Draft Resolution Lakeview Residential Target Area Exhibit	

SUBMITTED BY: David Bugher, Assistant City Manager for Development Services/Community Development Director

RECOMMENDATION: It is recommended that the Mayor and City adopt the attached Draft Resolution setting March 2, 2014, as a date for a Public Hearing to consider designating a Residential Target Area in the Lakeview Area.

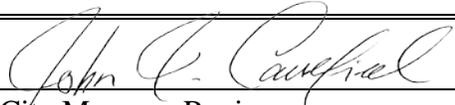
DISCUSSION: For the purposes of designating a Residential Target Area (or areas), the City Council must adopt a resolution of intention to so designate an area (or areas) described in the resolution. The resolution must state the time and place of a hearing to be held by the City Council to consider the designation of any such area and may include such other information pertaining to the designation as the City Council determines to be appropriate to apprise the public of the action intended. The notice of the hearing shall be made by publication once each week for two consecutive weeks, not less than seven days nor more than thirty (30) days before the date of the hearing in a paper having general circulation in the city where the proposed Residential Target Area is located. The notice must state the time, date, place and purpose of the hearing and generally identify the area proposed to be designated as a Residential Target Area.

Should the City Council want to move forward, the next steps would be to: 1) establish the Tax Incentive Urban Use Center boundary (requires the adoption of an ordinance); and 2) adopt the Residential Target Area (also by ordinance). As proposed by staff, the Tax Incentive Urban Use Center and Residential Target Area would be one in the same. These actions would follow AFTER the Public Hearing.

ALTERNATIVE(S):

1. Do not set the Public Hearing.
2. The City Council can modify the Residential Target Area boundary contained in the Draft Resolution.

FISCAL IMPACT: Conducting the Public Hearing has no fiscal impact. However, the next steps, approving the Tax Incentive Urban Use Center, and accompanying the Residential Target Area would have a fiscal impact on public agencies who receive property tax allocations during an 8 to 12 year period, depending on the type of tax exemption application.

<p>_____</p> <p>Prepared by</p> <p>_____</p> <p>Department Director</p>	 <p>City Manager Review</p>
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RESOLUTION NO. 2015-04

A RESOLUTION of the City of Lakewood City Council, providing its intent to designate certain areas of the Lakeview Neighborhood as a Residential Target Area and setting a public hearing.

WHEREAS, pursuant to Section 03.64.020 of the Lakewood Municipal Code, the City may designate certain areas as Residential Target Areas (RTA) entitled to tax relief under chapter 84.14 RCW, but only after receiving public comment; and

WHEREAS it is desirable to designate certain areas of the Lakeview neighborhood as an RTA

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF LAKEWOOD, WASHINGTON HEREBY RESOLVES, as follows:

Section 1. The City of Lakewood states its intention to designate the areas attached as Exhibit A to this Resolution as a Residential Target Area under Chapter 3.64 of the Lakewood Municipal Code and Chapter 84.16 RCW.

Section 2. A public hearing is hereby set for March 2, 2015, for the City Council to hear and receive comment on the designation of an additional Residential Target Area. This public hearing will be held at 7:00 p.m. at the City of Lakewood Council Chambers, 6000 Main Street S.W., Lakewood, Washington 98499. The City Clerk is authorized to provide notice of this public hearing as required by law.

Section 3. That this Resolution shall be in full force and effect upon passage and signatures hereon.

PASSED by the City Council this 2nd day of February, 2015.

CITY OF LAKEWOOD

Attest:

Don Anderson, Mayor

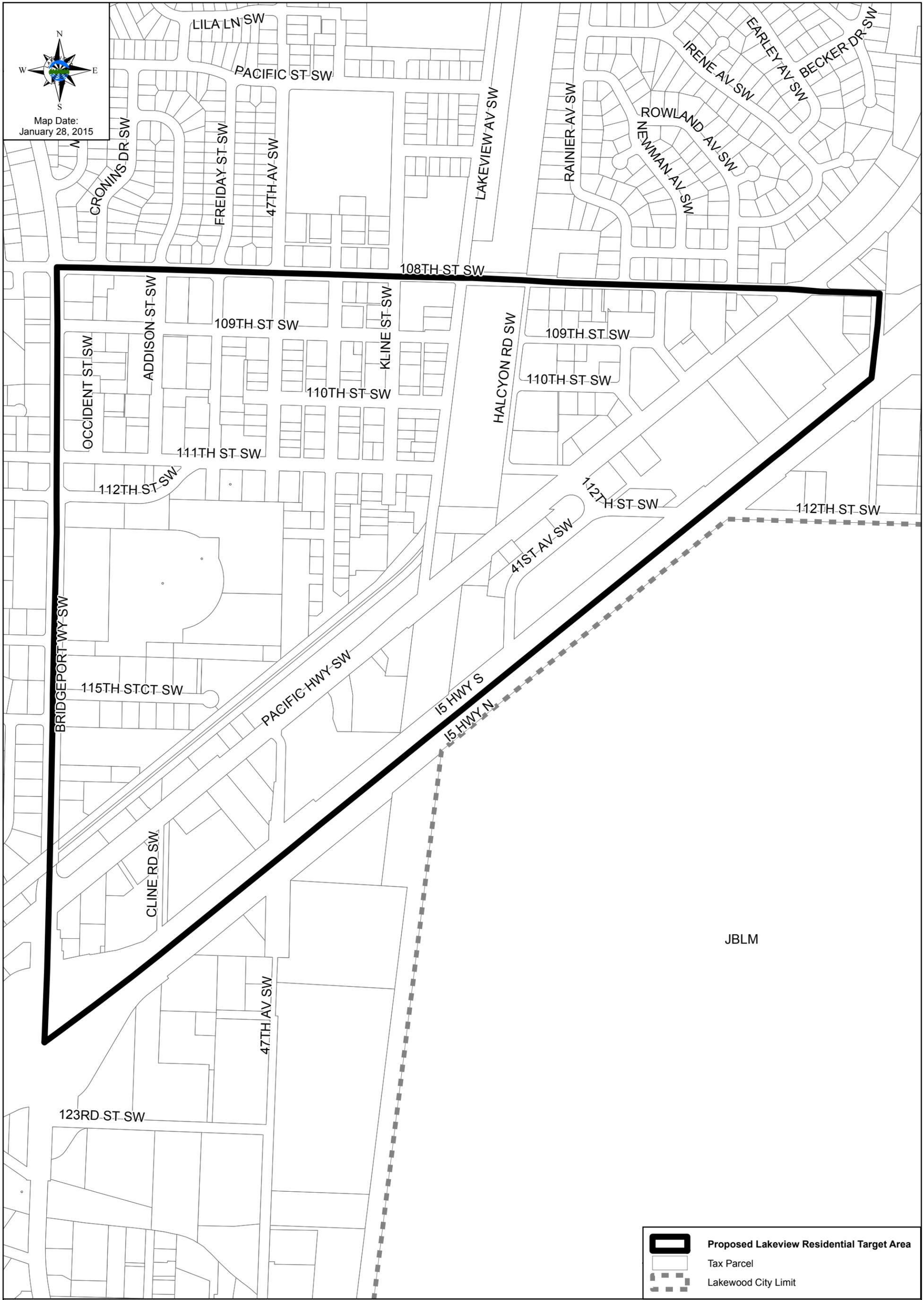
Alice M. Bush, MMC, City Clerk

Approved as to Form:

Heidi Ann Wachter, City Attorney



Map Date:
January 28, 2015



	Proposed Lakeview Residential Target Area
	Tax Parcel
	Lakewood City Limit

Proposed Lakeview Residential Target Area

City of Lakewood

0 Feet 500

:\projects\cd\SR\PL_RTA.mxd

This product was prepared with care by City of Lakewood GIS. City of Lakewood expressly disclaims any liability for any inaccuracies which may yet be present. This is not a survey. Datasets were collected at different accuracy levels by various sources. Data on this map may be shown at scales larger than its original compilation. Call 253-589-2489 for further information.

REQUEST FOR COUNCIL ACTION

DATE ACTION IS REQUESTED: February 2, 2015	TITLE: Amendments to the Chapter 17 of the Lakewood Municipal Code Regarding Subdivisions.	TYPE OF ACTION: <input checked="" type="checkbox"/> SUBSTITUTE ORDINANCE NO. 591 <input type="checkbox"/> RESOLUTION <input type="checkbox"/> MOTION <input type="checkbox"/> OTHER
REVIEW: January 26, 2015, August 18, 2014, July 28, 2014	ATTACHMENTS: Draft Substitute Ordinance #591	
PUBLIC HEARING: May 21, 2014, (by PAB)		

SUBMITTED BY: Dan Catron AICP, Principal Planner

THROUGH: Dave Bugher, Assistant City Manager/ Community Development Director

RECOMMENDATION: The Community Development Department and the Planning Advisory Board are recommending amendment and update of the City’s subdivision regulations as described in Planning Advisory Board Resolution 2014-02.

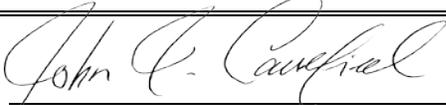
DISCUSSION: The City’s subdivision regulations have not been substantially amended since they were first adopted at the time of incorporation in 1996. The Community Development Department is proposing a full update of the subdivision regulations, which include:

- Clarification of procedures for the review and approval of short plats, preliminary plats, and binding site plans;
- Provide a definition of “legal lot of record” and provide procedures to address whether a lot was legally created, including the issuance of Certificates of Land Division Compliance;
- Clarification of time periods and limitations for review of subdivision applications;
- Clarification of the appeal processes for subdivision applications;
- Provide specific provisions for the review and approval of final plats;
- Clarify provisions for boundary line adjustments and lot mergers.

The Community and Economic Development Department has also added additional provisions regarding sanitary sewer connection for subdivisions to the proposed ordinance at the direction of the City Council.

ALTERNATIVE(S): The Council could choose not to adopt the proposed amendments, or could choose to modify the proposed amendments.

msey@petdata.com **FISCAL IMPACT:** Adoption of the proposed amendments will not result in any specific fiscal impact to the City.

Prepared by Dan Catron	 City Manager Review
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PUBLIC NOTICE AND HEARING:

The Planning Advisory Board held a public hearing on these proposed amendments on May 7 and May 21, 2014. Mr. Jeremiah LaFranca representing the Pierce County Master Builder's Association stated that his organization supported the proposed update. No one spoke in opposition. Public notice of the May 7th hearing was published in *The News Tribune* on April 17, 2014.

SEPA REVIEW:

A Determination of Non-Significance (DNS) for the proposed amendments was adopted on March 20, 2014, indicating that the proposed amendments are not expected to have any significant impact on the environment. A Notice of Issuance was published in *The News Tribune* the same day. A 14-day comment period through April 4, 2014, was provided. No comments regarding environmental impacts were received. The final SEPA determination for legislative actions, such as the proposed amendments, is considered conclusive and is not subject to appeal.

SUBSTITUTE ORDINANCE NO. 591

AN ORDINANCE of the City Council of the City of Lakewood, Washington, amending Chapters 17.02, 17.06, 17.10, 17.14, 17.18, 17.22, 17.30, 17.34, 17.38, 17.42, 12A.10, 12A.15 and 18A.50 and creating Chapters 17.04 and 17.16 of the Lakewood Municipal Code relative to the Subdivision of Land.

WHEREAS, the City of Lakewood initially promulgated its subdivision code within Title 17 LMC in 1996; and

WHEREAS the provisions of Title 17 LMC are designed to implement and effectuate many of the provisions within the corresponding state subdivision code found within chapter 58.17 RCW; and

WHEREAS, since 1996 multiple amendments have been enacted into law affecting chapter 58.17 RCW, but the Lakewood Municipal Code has not been significantly updated to correspond to those changes; and

WHEREAS, the City of Lakewood Planning Advisory Board reviewed the City's subdivision code, holding public hearings on May 7 and May 21, 2014 and unanimously recommended to the City Council that Title 17 Lakewood Municipal Code be updated and revised,

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

Section 1: Section 17.2.010 LMC entitled "City of Lakewood Interim Subdivision Regulations," is amended to read as follows:

| This title shall be known as the City of Lakewood ~~Interim~~ Subdivision Regulations, hereafter referred to as "this Title."

Section 2: Section 17.2.015 LMC entitled "Authority," is amended to read as follows:

| This Title is adopted ~~by the City of Lakewood Ordinance No. 60,~~ pursuant to Chapter 58.17 of the Revised Code of Washington (RCW).

Section 3: Section 17.2.020 LMC entitled "Purpose," is amended to read as follows:

The intent of this section is to provide criteria, regulations and standards to govern the subdividing of land within the City and to:

A. Promote the public health, safety and general welfare in accordance with standards established by the State and the City;

B. To implement the Comprehensive Plan;

C. Promote effective use of land by preventing the overcrowding or scattered development which would injure health, safety or the general welfare due to the lack of water supplies, sanitary sewer, drainage, transportation, parks and recreation areas, or other public services, or excessive expenditure of public funds for such services;

D. Avoid congestion and promote safe and convenient travel by the public on streets and highways through the coordination of streets within a subdivision with existing and planned streets;

E. Provide for adequate light and air;

F. Provide for proper ingress and egress;

G. Provide for the housing and commercial needs of the community;

H. Provide uniform monumenting of land divisions and conveyance of accurate legal descriptions; and

I. Protect environmentally sensitive areas;

J. Encourage the conservation of non-renewable energy resources.

K. Provide for adequate roadway and utility infrastructure with provisions for on-going maintenance and operations costs.

Section 4: Section 17.2.025 LMC entitled “Applicability,” is amended to read as follows:

Every subdivision shall comply with the provisions of Chapter 58.17 Revised Code of Washington, this Title and all future amendments or applicable Federal, State or local laws. After final plat, ~~or short plat,~~ or binding site plan approval, any subsequent division of platted or short platted lots, parcels, tracts, sites or divisions shall be allowed only if the procedures of this Title ~~or the short plat ordinance~~ are first followed, and these requirements shall be applicable to all plats approved prior to the effective date of this Title. ~~Except for the large lot division procedure specified herein, t~~The provisions of this Title shall not apply to the following:

A. Cemeteries and other burial plots while used for that purpose;

B. Divisions of land into lots or tracts each of which is one thirty-second (1/32) of a

Section of land, or larger, or twenty (20) acres or larger if the land is not capable of description as a fraction of a Section of land; PROVIDED, the division meets the minimum lot size zoning requirements for the area involved and provided further, that for the purpose of computing the size of any lot under this item which borders on a street or public way, the lot size shall be expanded to include that area which would be bounded by the center line of the street or public way and the side lot lines of the lot running perpendicular to such center line;

C. Divisions made by testamentary provisions or the laws of descent, provided that each lot shall meet all applicable minimum lot size requirements.

~~D. Divisions of land into lots or tracts classified for industrial or commercial use when the City has approved a binding site plan which authorizes specific uses of said land in accord with the Chapter 17.30 of this Code; PROVIDED, that when a binding site plan authorizes a sale or other transfer of ownership of a lot, parcel, or tract, the binding site plan shall be filed for record in the County Auditor's office on each lot, parcel, or tract created pursuant to the binding site plan; PROVIDED FURTHER, that the binding site plan and all of its requirements shall be legally enforceable on the purchaser or other person acquiring ownership of lot, parcel, or tract; AND PROVIDED FURTHER, that sale or transfer of such a lot, parcel, or tract in violation of the binding site plan, or without obtaining binding site plan approval, shall be considered a violation of Chapter 58.17 RCW and shall be restrained by injunctive action and be illegal as provided in Chapter 58.17 RCW;~~

~~E. A division for the purpose of lease when no residential structure other than mobile homes or travel trailers are permitted to be placed upon the land when the City has approved a binding site plan in accordance with City Codes.~~

DF. The transfer of contiguous unplatted lots if:

1. The lots were created in compliance with all applicable State and City subdivision regulations in effect at the time of the creation of said lots; or

2. The lots transferred and remaining lots are improved with dwellings. Provided that transfers pursuant to item 1. or 2. shall not be effective until the proponent is issued a certificate of compliance from the Community Development Department. A certificate shall be issued when the owner or applicant shows that the lot conforms to the criteria above.

EG. A division which is made by subjecting a portion of a parcel or tract of land to Chapter 64.32 RCW, the Horizontal Property Regimes Act (Condominiums), or 64.34 RCW (the Condominium Act) if the City has approved a binding site plan for all of such land.

FH. A division for the purpose of leasing land for facilities providing personal wireless services while used for that purpose. "Personal wireless services" means any federally

licensed personal wireless service. "Facilities" means unstaffed facilities that are used for the transmission or reception, or both, of wireless communication services including, but not necessarily limited to, antenna arrays, transmission cables, equipment shelters, and support structures.

Section 5: Section 17.2.030 LMC entitled "Division of Land by Streets or Rights of Way," is amended to read as follows:

The City declares that the following shall not, of themselves, result in the division of a parcel: a parcel has NOT been divided into separate, legal lots by any one of the following:

- A. ~~Aa~~ State or Federal road or highway; or
- B. ~~Aa~~ City street that has been adopted as part of the City street system; or
- C. ~~Aa~~ City street right-of-way that has been acquired or accepted by the City but is an unopened City street as defined in Section 2.00 of the City Site Development Regulations, or as amended.

Section 6: Section 17.2.035 LMC entitled "Definitions," is amended to read as follows:

As used in this Title, unless the context or subject matter clearly requires otherwise, the following words or phrases shall have the following meanings:

A. "Binding Site Plan." A Binding Site Plan is an alternative method for subdividing land where the property interests created continue to collectively function as one site with regard to elements such as access, circulation, open space, landscaping, drainage, maintenance, or parking. A binding site plan is used primarily in conjunction with commercial and industrial developments and the establishment of residential condominium projects. A binding site plan includes ~~means~~ a drawing to a scale as specified by the Community Development Department. The site plan shall:

1. Identify and show the area and location of all streets, improvements, utilities, open space;
2. Contain inscriptions or attachments setting forth such appropriate limitations and conditions for the use of the land as are established by the City Hearing Examiner or other appropriate City Department or government body having authority to approve the site plan;
3. Contain provisions requiring that all development occurring within the proposal's boundaries be in conformity with the site plan.
4. Delineate proposed lots or units intended to be created as discrete

ownership interests subject to sale or transfer. If appropriate, such delineation shall be subject to the provisions of RCW 64.34 (the Condominium Act).

B. "Block" is a group of lots, tracts or parcels within well defined and fixed boundaries, often surrounded by roadways.

C. "Council" means the City Council.

D. "County Assessor-Treasurer" shall be as defined in the Pierce County Charter.

E. "County Auditor" shall be as defined in the Pierce County Charter.

F. "City Engineer" shall be the person appointed by the City Manager as the City Engineering Manager.

G. "Dedication" is the deliberate appropriation of land by an owner for any general ~~and~~ or public uses, reserving ~~to himself~~ no other rights than those such as are compatible with the full exercise and enjoyment of the public uses to which the property has been devoted. Dedications may be accomplished by showing the dedication on a final plat, short plat or binding site plan presented to the City for final approval and recordation. Dedications may also be accomplished via transfer by separate deed. Unless otherwise specifically indicated, title to the dedicated land shall vest in the appropriate governmental unit. The intention to dedicate shall be evidenced by the owner by the presentment for filing of a final plat, short plat or large lot subdivision showing the dedication thereon; and, the acceptance by the public shall be evidenced by the owner by the presentment for filing of a final plat, short plat or large lot subdivision showing the dedication thereon; and, the acceptance by the public shall be evidenced by the approval of such plat for filing by the appropriate governmental unit.

H. "Developer" shall mean the person, party, firm or corporation who applies for approval of a subdivision, short plat or ~~large lot subdivision~~ binding site plan.

I. "Examiner" means the land use hearing examiner who is herein authorized to approve subdivisions, and hear appeals on short subdivisions and ~~large lot divisions~~ binding site plans.

J. "Final Plat" is the final drawing of the subdivision and dedication drawn to a scale not smaller than one inch equals one hundred feet (1" = 100') unless approval of another scale is given by the Community Development Director, on standard 18" x 24" sheet size, prepared for filing for record with the County Auditor and containing all elements and requirements set forth in State law and in this Title.

K. "Geological Hazard" means any hazard caused by natural or artificial causes which may damage persons or property and which would include but not be limited to slides, slippage or instability of earth, rock and soil. Geological hazards are generally addressed in the City's Critical Areas and Resource Lands regulations (LMC Title 14A).

L. "Improvement" shall mean any thing or structure constructed for the benefit of all or some residents of the subdivision or the general public such as but not limited to streets, alleys, storm drainage systems and ditches, sanitary sewer pipes or main lines, water lines, services, and mains, and storm drainage containment facilities.

M. ~~"Large Lot Divisions" means any number of divisions of land into lots, tracts or parcels for any purpose, the smallest lot size of which is five (5) acres or larger or one one hundred twenty eighth (1/128) of a Section or larger, except those divisions exempted by Section 17.02.010 of this Code.~~ "Legal Lot of Record" means a legally created lot. A person may establish that a lot has been legally created, by providing one (1) of the following:

1. A copy of a recorded formal plat, short plat, binding site plan, or subdivision approved by Pierce County or the City of Lakewood pursuant to RCW 58.17 or RCW 58.16 separately describing the lot.

2. A copy of the recorded boundary line adjustment or lot combination approved by Pierce County or the City of Lakewood separately describing the lot.

3. Documentation that the creation of the lot was exempt from the provisions of the Pierce County or City of Lakewood Subdivision Regulations.

4. A recorded deed, contract of sale, mortgage, survey, or tax segregation executed prior to August 13, 1974 that separately describes the lot.

The most recent recorded action or instrument establishing the boundary of a lot shall control. Any point within the interior of a lot shall be considered to be within one, and only one, legal lot of record.

N. ~~"Lot" is a fractional part of divided lands having fixed boundaries, being of sufficient area and dimension to meet minimum zoning requirements for width and area. The term shall include tracts or parcels, recognized unit of property with a written or platted legal description that addresses permissions or constraints upon its development. A "legal lot of record" is a lot that has been legally created as demonstrated by compliance with LMC 18A.50.115.A. Alternatively, a legal lot of record may be established through the Certificate of Land Division Compliance provisions of this title. A "parcel" is an identification of land for taxation purposes. A parcel may or may not be a legal lot of record.~~

O. "Model Home." A model home for the purpose of this Code shall be defined as a dwelling in accordance with the City Zoning Code.

P. "Original Tract" means a unit of land which the applicant holds under single or unified ownership, or in which the applicant holds controlling ownership and the

configuration of which may be determined by the fact that all land abutting said tract is separately owned by others, not including the applicant or applicants; PROVIDED, that where a husband and wife own contiguous lots in separate or community ownership, said contiguous lots shall constitute the original tract.

Q. "Planning Agency" means the City Community Development Department together with the Planning Commission.

R. "Planning Commission" means that body as defined in Chapter 35A.63 RCW as designated by the Council to perform a planning function, or if the Council does not appoint a Planning Commission, the Council shall act as the Planning Commission.

S. "Plat" is a map or representation of a subdivision, showing thereon the division of a tract or parcel of land into lots, blocks, streets and alleys or other divisions and dedications.

T. "Preliminary Plat" is a neat and approximate drawing of a proposed subdivision showing the general layout of streets and alleys, lots, blocks and restrictive covenants to be applicable to the subdivision which shall furnish a basis for the approval or disapproval of the general layout of a subdivision.

U. "Reserved Street Area" means a defined area of land within the short plat or subdivision which is required by the City Engineering Manager to be reserved for a future street, and said area shall be dedicated to the City at the time of approval, but the street need not be constructed by the applicant or developer until such time as stated in the ordinance. Setbacks shall be established as if the reserved street area were dedicated.

V. "Short Plat" is the map or representation of a short subdivision.

W. "Short Subdivision" is any ~~voluntary or involuntary~~ division or redivision of land into nine (9) or fewer lots, tracts, parcels, sites or subdivisions for the purpose of sale, lease or transfer of ownership.

X. "Subdivision" is any ~~voluntary or involuntary~~ division or redivision of land into ten (10) or more lots, tracts, parcels, sites or division for the purpose of sale, lease, or transfer of ownership except as provided in Subsection M. of this Section.

Section 7: A new Section 17.2.040 LMC entitled "Subdivisions in Flood Areas," is created to read as follows:

The city shall consider the physical characteristics of any proposed subdivision site and may disapprove a proposed plat or short plat because of flood, inundation, or wetland conditions. Construction of protective improvements may be required as a condition of approval, and such improvements shall be noted on the final plat.

No plat shall be approved for the subdivision of any land situated in a flood control zone as provided in chapter 86.16 RCW without the prior written approval of the Department of Ecology of the state of Washington.

Section 8: A new Section 17.2.045 LMC entitled “Subdivisions Adjacent to State Highways,” is created to read as follows:

Pursuant to RCW 58.17.155, whenever the city receives an application for the approval of a plat or short plat that is located adjacent to the right-of-way of a state highway, the Community Development Department shall give written notice of the application, including a legal description of the subdivision or short subdivision and a location map, to the Washington State Department of Transportation. The Department of Transportation shall, within fourteen days after receiving the notice, submit to the responsible administrator who furnished the notice a statement with any information that the Department of Transportation deems to be relevant about the effect of the proposed short subdivision upon the legal access to the state highway, the traffic carrying capacity of the state highway and the safety of the users of the state highway.

Section 9: A new Chapter 17.04 LMC entitled “Legal Lots,” is created as follows

Chapter 17.04
Legal Lots

Sections:

17.04.10 Purpose and Intent

17.04.20 Definition

17.04.30 Certificate of Land Division Compliance

17.04.40 Application

17.04.50 Review and Processing Procedures

17.04.60 Certificate of Noncompliance

17.04.70 Non-buildable Lots

Section 10: A new Section 17.04.010 LMC entitled “Purpose and Intent,” is created to read as follows:

The purpose of this chapter is to advance the purposes and intent of RCW 58.17; namely, to “regulate the subdivision of land and to promote the public health, safety and general welfare in accordance with standards established by the state to prevent the overcrowding of land; to lessen congestion in the streets and highways; to promote effective use of land; to promote safe and convenient travel by the public on streets and highways; to provide for adequate light and air; to facilitate adequate provision for water, sewerage, parks and recreation areas, sites for schools and schoolgrounds and other public requirements; to provide for proper ingress and egress; to provide for the expeditious review and approval of proposed subdivisions which conform to zoning standards and local plans and policies; to adequately provide for the housing and commercial needs of

the citizens of the state; and to require uniform monumenting of land subdivisions and conveyancing by accurate legal description.

This chapter seeks to ensure that the subdivision and development of land is accomplished in a thoughtful and orderly manner. This section seeks to balance the ability to develop private property with the public interest in ensuring that any such development does not adversely affect the community, the environment, or surrounding land uses.

Section 11: A new Section 17.04.020 LMC entitled “Definition,” is created to read as follows:

A legal lot is a lot with specific fixed boundaries which was created consistent with applicable state law and which remains consistent with applicable state law. LMC 18A.50.115.A sets forth requirements to establish a legal lot of record. To establish that a lot has been legally created, an applicant shall provide one (1) of the following:

A. A copy of a recorded formal plat, short plat, binding site plan, or subdivision approved by Pierce County or the City of Lakewood pursuant to RCW 58.17 or RCW 58.16 separately describing the lot.

B. A copy of the recorded boundary line adjustment or lot combination approved by Pierce County or the City of Lakewood separately describing the lot. This does not include actions taken by the County Assessor’s Office for tax purposes only.

C. Documentation that the creation of the lot was exempt from the provisions of the Pierce County or City of Lakewood Subdivision Regulations.

D. A deed, contract of sale, mortgage, recorded survey, or tax segregation executed prior to August 13, 1974 that separately describes the lot.

Section 12: A new Section 17.04.030 LMC entitled “Certificate of Land Division Compliance,” is created to read as follows:

In the event that an asserted lot was not created pursuant to a formal plat action, or where there is a question of a lot’s legality, a property owner may apply for a Certificate of Land Division Compliance.

Although a certificate of compliance certifies the legality of the parcel, it neither ensures that it is a buildable parcel, nor entitles the parcel owner to a construction permit or other development permits or approvals. To obtain a construction permit or other land use approval for the parcel, the owner must complete the appropriate application process and meet all existing regulations.

If the City determines that the parcel was created in compliance with the provisions of RCW 58.17 and local ordinances at the time of its creation, a certificate of compliance

may be issued. If the parcel was not created in compliance with those provisions, a conditional certificate of compliance or a notice of violation may be issued. A Notice of Violation is a recorded document notifying the owner and subsequent owners that the parcel was created in violation of RCW 58.17 and local ordinances. A landowner, upon receipt of the city's intent to file a notice of violation may apply for a conditional certificate of compliance. The conditions which must be satisfied before a property is declared to be a legal lot, or before issuance of any permit or other approval, will typically be the same as those that would have been applied if the parcel had been legally created using the land division process. The city will not record the notice of violation if a conditional certificate is issued.

Section 13: A new Section 17.04.040 LMC entitled "Application," is created to read as follows:

Application for a certificate of compliance shall be made to the community development department on forms provided by the department, accompanied by the required filing fee. An application for a certificate of compliance shall be accompanied by the following:

A. One copy of grant deeds or other conveyance documents establishing the ownership of the property on the date of its creation;

B. One copy of the grant deed (s) or other conveyance documents showing the current owner of the parcel;

C. The assessor's parcel number for the property;

D. Legal description of the parcels;

E. Current preliminary title report(s) for the subject property, not more than six months old, issued by a title company;

F. One copy of any plat map(s) which depict the property involved in the request.

Section 14: A new Section 17.04.050 LMC entitled "Review and Processing Procedures," is created to read as follows:

The community development director shall review the application and shall issue a certificate of compliance, conditional certificate of compliance, or notice of violation. The determination shall be based on the following criteria:

A. A certificate of compliance shall be issued for a parcel created prior to August 13, 1974, which resulted from a division of land in which fewer than five parcels were created; or,

B. A certificate of compliance shall be issued for any lot created as part of a recorded

formal plat, short plat, binding site plan, or subdivision approved by Pierce County or the City of Lakewood pursuant to RCW 58.17 or RCW 58.16; or,

C. A certificate of compliance shall be issued for any lot created as the result of a recorded boundary line adjustment or lot combination approved by Pierce County or the City of Lakewood; or

D. A certificate of compliance may be issued where documentation is provided showing that the creation of the lot was exempt from the provisions of the Pierce County or City of Lakewood Subdivision Regulations.

E. A conditional certificate of compliance shall be issued for any parcel which does not, or at the time of creation did not, comply with the provisions of state law and local ordinances regulating the division of land. A conditional certificate of compliance may include conditions as follows:

1. If the current owner was not the owner at the time of the initial land division, the conditional certificate of compliance shall impose conditions which would have been applicable to a division of land on the date the current owner acquired the property; or

2. If the current owner was the owner at the time of the initial land division, the conditional certificate of compliance shall impose conditions which would be applicable to a current division of land.

Section 15: A new Section 17.04.060 LMC entitled “Notice of Violation,” is created to read as follows:

A. If the community development director has knowledge that real property has been divided in violation of the provisions of this title or RCW 58.17, a notice of intention to record a notice of violation shall be mailed by certified mail with return receipt to the current owner of record of the property. The notice shall describe the property in detail, name the owner(s), describe the violation with an explanation as to why the property is not lawful, and state that the owner will be given an opportunity to present evidence to the contrary. The notice shall specify the date, time, and place for a meeting at which the owner may present evidence to the community development director why a notice of violation should not be recorded. The meeting shall take place no sooner than 30 days and no later than sixty days from the date of mailing. The owner shall have fifteen days to indicate whether or not he or she has any objections to the notice and would like to avail him or herself of the opportunity to meet with the community development director.

B. An owner may apply for a conditional certificate of compliance per Section 17.04.030 of this title. If, however, after the owner has presented evidence, the community development director determines that the property has in fact been illegally divided, the city clerk shall record the notice of violation with the county recorder. If, within fifteen days of receipt of the notice, the owner of the real property fails to inform the city of his or her objection to the notice of violation, the city clerk shall record the notice of

violation with the county auditor. The notice of violation, when recorded, shall be deemed to be constructive notice of the violation to all successors in interest in the subject property. Pursuant to LMC 18A.50.115 and RCW 58.17.210, development shall be permitted only on a legally created lot.

C. If, after the owner has presented evidence, it is determined that there has been no violation, the City shall issue a certificate of compliance or a conditional certificate of compliance, and shall mail a clearance letter by certified mail with return receipt to the then current owner and shall record the clearance statement or certificate of compliance with the County Auditor.

D. A determination that a violation has been sustained is appealable to the City's Hearing Examiner in accordance with the provisions of chapter 1.36 LMC.

E. In the event that a Notice of Violation is sustained, the following courses of action are possible:

1. A preliminary plat or short plat application may be filed. If approved, legal lots would be created upon recordation of the final plat or final short plat.

2. A conditional certificate of compliance could be issued noting appropriate requirements to be fulfilled pursuant to LMC 17.04.050.E. Upon fulfilment of the conditions, a clearance statement and/or certificate of compliance shall be issued by the City and recorded with the County Assessor. The property shall thereafter be considered a legal lot of record. If a conditional certificate of compliance is issued, the Community Development Director shall, at a minimum, provide a scaled graphic depiction and accurate legal description to utility companies, service providers, and other agencies with jurisdiction over, or interest in, the subject property.

3. If the property does not conform to City zoning requirements or is otherwise found to be a public nuisance or code violation which cannot be appropriately mitigated, the Notice of Violation shall be sustained and the City shall pursue appropriate legal action to remedy the violation and eliminate the separate lot.

Section 16: A new Section 17.04.070 LMC entitled "Non-buildable Lots," is created to read as follows:

There may be situations where a legal lot of record may be deemed unbuildable because of size, dimension, topography, lack of access, environmental constraint or other factors. When anticipated, information regarding limitations and constraints may be required to be noted on the certificate of compliance, or the city may issue some other appropriate form of notice.

Section 17: Chapter 17.06 LMC entitled "Preliminary Plat Procedure – General/Prefiling Procedure -- SEPA," is retitled to read, "Preliminary Plat Procedure – General," as follows:

17.6.000 - Preliminary Plat Procedure – General Prefiling Procedure – SEPA

Chapter 17.06
Preliminary Plat Procedure - ~~General Prefiling Procedure~~ - SEPA

Sections:

17.06.010 Explanation of ~~Prefiling~~ Preliminary Plat and Final Plat Approval.

17.06.020 Plans Required.

17.06.030 Recommendations on Street, Drainage, ~~Sewer, Water Utility~~ and Fire Systems.

Cross-reference: Chapter 86. RCW

Section 18: A Section 17.06.010 LMC entitled “Explanation of Prefiling Plat and Final Plat Approval,” is retitled, “Explanation of Preliminary Plat and Final Plat Approval,” and amended to read as follows:

The City of Lakewood utilizes a two part review procedure for subdivision projects. The first part- the preliminary plat- is used to communicate the scope and specific details of the proposed subdivision. Environmental review under SEPA is performed at this stage. Specific requirements for the implementation of the subdivision are crafted in response review comments by responsible agencies and the environmental review.

A preliminary plat application is acted upon by the City’s hearing examiner. The hearing examiner’s decision is the primary discretionary action by the City on the subdivision proposal. After final conclusion with regard to the preliminary plat, the developer is required to install subdivision improvements and utilities, and take other actions as required by the conditions of approval of the preliminary plat in order to implement the subdivision.

Upon completion of required infrastructure improvements and satisfaction of the requirements of the preliminary plat approval, the applicant shall file a final map following the procedures in Chapter 17.16 of this title. The proposed final plat map is reviewed by the Community Development Director and City Engineer for conformance with the terms of the preliminary plat approval. The City Council shall thereafter review the final plat as indicated in LMC 17.16.040.

Upon review and approval by the City Council, the final map shall be signed by all responsible agencies and shall be duly recorded with Pierce County. Legal lots are created upon recordation of the final plat map.

~~Certain steps are required of the developer and of the City prior to the actual filing date of the preliminary plat. These steps include the developer’s completion of the Environmental Checklist and submitting nine (9) copies of the proposed preliminary plat to the Community Development Department and eight (8) copies of the Environmental Checklist.~~

Section 19: Section 17.06.020 LMC entitled “Plan Required,” is retitled “Plans Required,” and amended to read as follows:

Whenever it is essential for purposes of evaluating environmental or other concern, the City ~~Community Development Director or City Engineer~~ ~~Engineering Manager~~ may require the developer to submit certain specific concept drawings or studies (e.g. traffic impact analysis) prior to preliminary plat approval.

Section 20: Section 17.06.030 LMC entitled “Recommendations on Street, Drainage, Sewer, Water and Fire Systems,” is retitled “Recommendations on Street, Drainage, Utility and Fire Systems,” and amended to read as follows:

The ~~City Engineer~~ ~~City Engineering Manager~~, the County Health Officer, utility providers, and the Fire Chief shall review and ~~certify-communicate~~ to the Hearing Examiner; their respective recommendations as to the adequacy of the proposed street system, ~~and storm drainage system~~, ~~the proposed~~ sewage disposal, ~~and~~ water supply and other utility systems, and fire protection services for the subdivision. The recommendations of the ~~City Engineer~~ ~~City Engineering Manager~~, the County Health Officer and the Fire Chief shall become part of the record and shall be included with the Hearing Examiner's decision, ~~if said matter is appealed to the Council.~~

Section 21: Section 17.10.020 LMC entitled “Filing,” is amended to read as follows:

A preliminary plat of a proposed subdivision ~~and/or~~ dedication of land located in the City shall be submitted ~~to for approval by the Examiner by filing with~~ the City Community Development Department, and shall include a completed application, ~~paying the~~ application fee, ~~filing sixteen (16) seven (7) paper~~ copies, one 11” X 17” paper copy, and one (1) reproducible electronic copy of the proposed preliminary plat, ~~submitting~~ a list of adjacent landowners as specified herein, ~~submitting and an approved-completed~~ Environmental Checklist, ~~and when appropriate, an application for a Comprehensive Plan or zone amendment. Said application for Comprehensive Plan or zone amendment may be considered with the application for preliminary plat approval.~~ For purposes of RCW 58.17.033, a complete application for preliminary plat approval must contain the information and documents required by the following section.

Section 22: Section 17.10.025 LMC entitled “Preliminary Plat,” is amended to read as follows:

A. Application Submittal: ~~Whenever it is possible~~ Any property owner wishing to subdivide land into ~~five (5) ten (10)~~ or more lots, tracts, sites or divisions, the applicant shall file with the City Community Development Department one 8-1/2” x 11” clear plastic reduction, one 11” X 17” reduced paper copy, and ~~seven (7)7~~ legible paper copies of the preliminary plat map on sheets 18” x 24” in size. Preliminary plat maps shall include, or be accompanied by the following:

1. A completed general application form and environmental checklist. Said form and checklist to be obtained from the Community Development Department.

2. The filing fee required pursuant to the City ordinance adopting building and development related permit fees schedule, and in accordance with the fee schedule available from the Community Development Department.

3. Names and addresses of all property owners within 300 feet of the subject property, available from the County Assessor's Office. [This requirement may be waived if the City provides the list of adjacent landowners.](#)

4. A vicinity map extending at least 800 feet in each direction from the proposed subdivision, or further if necessary to assist in locating the subdivision. The vicinity map shall be drawn to a scale of one inch equals 800 feet (1":800'). The vicinity map shall show the following:

- a. Street layout in the subdivision;
- b. Existing and tentatively approved street layout within 800 feet of the subdivision;
- c. Zoning designations within, and adjacent to, the subdivision;
- d. All property lines within 800 feet of the subdivision;
- e. Streams or watercourses, and public facilities such as schools and parks;
- f. All 100-year floodplain and designated shoreline boundaries in, and within 800 feet of, the proposed subdivision;
- g. Any other pertinent information that will assist in locating the proposed subdivision.

5. A title block in the lower right corner of the preliminary plat map, showing:

- a. The proposed name of the subdivision;
- b. The scale of the drawing;
- c. The date of the drawing;
- d. The name and address of the engineer, surveyor or other individual responsible for laying-out the subdivision.

6. A detailed plan of the proposed subdivision drawn to the scale of one inch equals ~~50~~ 100 feet (1":~~100~~50') or larger, ~~with the provision that for subdivisions of 50 acres or more the Community Development Director may authorize a smaller scale, when an entire subdivision cannot be shown on a single sheet.~~ The detailed plan shall clearly show the following information:

- a. North arrow;
- b. The location, names and right-of-way widths of all existing and proposed streets and driveways within 250 feet of the boundaries of the proposed subdivision;
- c. The location, names and right-of-way widths of all proposed streets and their proposed paved width;
- d. Lot layout with lot line dimensions, the area in the square feet contained in each lot;

- e. The location and use of all existing buildings within the proposed subdivision, indicating which buildings are to remain and which are to be removed;
- f. The use and approximate location of all buildings within 150 feet of the boundaries of the proposed subdivision;
- g. The location, size and use of all contemplated and existing public areas within the proposed subdivision, and a description of the adaptability of the area for uses contemplated;
- h. The location, size and kind of public utilities in and adjacent to the proposed subdivision, indicating those utilities which will provide service to the proposed development and their planned location within the subdivision [to include any existing easements](#);
- i. Location and disposition of any wells, creeks, drainage courses, drainageways, septic tanks, drainfields, 100-year floodplain boundaries and easements in or within 200 feet of the proposed subdivision;
- j. Topography and five-foot contours certified by the engineer or surveyor within the proposed subdivision; or, as an alternative in the case of a partition of one (one) acre or less, elevations at each existing and proposed property corner. One foot or two foot contours may be required, at the Community Development Director's discretion;
- k. Topography and at least ten foot contours outside, but within 200 feet of, the proposed subdivision. The base for such information shall be the National Geodetic Survey (U.S.G.S.), or other survey approved by the Community Development Director;
- l. The location of all significant trees (as defined in the Lakewood Zoning Code) within the proposed subdivision, and for 150 feet beyond the terminus of all dead-end streets (Individual trees in a stand of five trees or more need not be shown, but the area covered by the stand dripline shall be shown. For trees outside the subdivision boundaries, the location of said trees may be based on aerial photographs or other methods acceptable to the Community Development Director, and which do not require the applicant to trespass on adjacent property;
- m. For all 100-year floodplain boundaries shown on the vicinity map, the elevation of the 100-year flood at the point immediately upstream from the subdivision, and the direction and distance to said point;
- n. The location of identified hazards or development limitation areas identified by the City of Lakewood Critical Areas Map;
- o. The location of any state shorelines and associated wetlands within the subdivision, as defined by State law and the City of Lakewood Shoreline Master Program.

7. Profiles of all proposed streets within the proposed subdivision, showing grades to which the streets will be built, and the existing groundline of the proposed streets including the probable future extensions of any stub (dead-end) streets for a maximum distance of 150 feet beyond the proposed subdivision boundaries. As an alternative, the preliminary plat map may show topography in two foot (2') contours within 50 feet of

each side of the centerline of all probable future extensions of any stub (dead-end) streets for a distance of 150 feet beyond the boundaries of the proposed subdivision. The contour information shall be certified by a registered engineer or surveyor.

8. Slope analysis indicating areas where existing grades within the subdivision exceed 15%, 25% and 40%. The percentage and area in square feet of the subdivision with slopes of 0 - 15%, 15 - 25%, 25 - 40% and 40% and above categories.

9. Such additional information as the Community Development Director deems necessary.

Section 23: Section 17.10.030 LMC entitled "Staff Procedure," is amended to read as follows:

If the preliminary plat, as filed, is [consistent with the City's comprehensive plan, and is](#) in conformance with all of the City's land use codes and is otherwise acceptable in form and substance, the Community Development Department shall receive the application and shall promptly forward copies of the preliminary plan to appropriate governmental agencies for their review.

[If the application is not consistent with the comprehensive plan land use designation, the application shall be returned to the applicant, and shall not be accepted unless the comprehensive plan land use designation is amended to be consistent with the proposed subdivision.](#)

Section 24: Section 17.10.040 LMC entitled "Notice," is retitled, "Notice to Agencies," and amended to read as follows:

A. Notice of Filing. Notice of the filing of a preliminary plat shall be given to the State, municipalities, public utilities and school districts in the following cases and manner:

1. When a proposed subdivision which contemplates the use of any public utilities, notice shall be given to the public utilities governing body.

2. When a proposed subdivision which is to be located adjacent to the right-of-way of a State highway, notice shall be given to the State Department of Highways or its successor.

3. Notice shall be given to the school district within which the subdivision is proposed.

4. When the proposed subdivision lies within a designated flood control zone pursuant to [Chapter Title 86](#), RCW, notification shall be given to the Department of Ecology of the State of Washington, or its successor.

5. When a subdivision is located within the jurisdiction of the Shoreline Management Act, notification shall be given to the Department of Ecology of the State of Washington, or its successor.

Notice of filing as above required, shall be accomplished by the Community Development Director or his authorized ~~designees assistant's~~ notifying the proper agencies by letter of the proposed subdivision filing, which letter shall include its legal description, a small map showing location, subdivision acreage, number of home or building lots, ~~and the hour and location of the first hearing on the preliminary plat.~~ The City may require that any review fees payable to outside agencies be made directly with that agency prior to submittal of the preliminary plat application. The initial review by the departments/agencies of the proposed plat shall be completed within fifteen (15) calendar days, unless, upon the request of the Community Development Department, the applicant consents to an extension of such time period. Each department or official shall either recommend approval, disapproval, or revision of the preliminary plat within the fifteen day initial review period.

The reviewing departments shall have a fourteen (14) day review period to consider any revised plans. At the conclusion of the review period, the reviewing department directors or authorized representatives shall recommend approval, approval with conditions, or denial of the preliminary plat.

B. The City shall provide a Notice of Public Hearing to all agencies commenting on a project and to the Washington State Departments of Transportation and Ecology when notice is required to be given to such agencies because of a project's location near flood hazard areas or state highways. Said ~~letter notice~~ shall be mailed or delivered at least fourteen (14) days before the date for the initial hearing.

~~B. List of Adjacent Landowners. The developer shall obtain and submit to the Community Development Department Director, the names and addresses of all persons of record, who own or who are contract purchasers of the real property to within 300 feet of the exterior boundary of the proposed subdivision site and outside of the developer's ownership or partial ownership. The names and addresses herein required shall be obtained from the Assessor Treasurer's records.~~

Section 25: Section 17.10.050 LMC entitled "Determination of Completeness," is amended to read as follows:

Within 28 days of receiving an application for preliminary plat approval containing all information required by Section 17.10.020 of this Code, the Community Development Department shall issue a determination of completeness or incompleteness as required by RCW ~~36.70.A.440~~ 36.70B.070. The Community Development Department is responsible for complying with all other requirements of RCW ~~36.70.A.440~~ 36.70B.070, provided that any applicable time limitations for processing an application, including time limits set forth in RCW 36.70B, RCW 58.17, LMC Title 18A, or this title, shall be tolled while

the applicant responds to requests for revision or additional information within the timeframes set forth in this section.

Section 26: A new Section 17.10.060 LMC entitled “Public Notice,” is created to read as follows:

Upon receipt of a complete application, a Notice of Application shall be given as required by RCW 36.70B and LMC 18A.02.670. Public notice is also required as part of the environmental review process under SEPA. SEPA notices shall be issued as required by WAC 197-11-340, and may be combined with the Notice of Application as provided for in WAC 197-11-355.

A Notice of Public Hearing shall be issued prior to the public hearing as required by RCW 58.17.090 and LMC 18A.02.700. Notice shall be mailed, posted and first published not less than fifteen (15) nor more than thirty (30) days prior to the public hearing requiring the notice.

Section 27: Section 17.14.010 LMC entitled “Notice of Hearing,” is retitled, “Review Process,” and amended to read as follows:

Preliminary Plat applications shall be reviewed as a Process III Hearing Action as outlined in LMC 18A.02.502 and 18A.02.550. Preliminary plat applications are subject to a hearing before the City’s Hearing Examiner. The Hearing Examiner’s decision on a preliminary plat application is considered final and conclusive.

If a Comprehensive Plan or zoning ordinance amendment is required for a subdivision project, the amendment shall be processed and approved prior to processing of the subdivision application. Site specific comprehensive plan and zoning ordinance amendments shall be reviewed as a Process IV Hearing Action as outlined in LMC 18A.02.502 and 18A.02.560. Amendment applications are subject to a hearing before the Planning Advisory Board and final approval by the City Council.

~~A. General. All hearing notices shall include a description of the location of the proposed subdivision. The description may be in the form of a vicinity location sketch or a location description in non-legal language.~~

~~B. Newspaper Notice. Upon receipt of an application for preliminary plat and after completion of a Final Environmental Impact Statement, if necessary, or Negative Declaration, the Community Development Department staff shall set a date for a public hearing before the Examiner and shall give notice by arranging publication of at least one (1) notice not less than ten (10) days prior to the hearing in the newspaper of general circulation in the City.~~

~~C. Notice to Adjacent Ownership. The Community Development Department shall notify by letter, the persons who own or are contract purchasers of the real property, as shown by the records of the County Assessor-Treasurer, located within three hundred (300) feet,~~

~~but not less than two (2) parcels deep, around the perimeter of any portion of the boundary of the proposed subdivision. If the owner of the real property which is proposed to be subdivided owns another parcel or parcels of real property which lie adjacent to the real property proposed to be subdivided, notice under this subsection shall be given to owners of real property located within three hundred (300) feet, but not less than two (2) parcels deep, around the perimeter of any portion of the boundaries of such adjacently located parcels of real property owned by the owner of the real property proposed to be subdivided. Said notice shall specify the particulars of the initial hearing on the proposed subdivision and shall include a description of the location of the proposed subdivision in non-legal language or a vicinity location sketch and shall be mailed not less than twenty-one (21) days before said hearing.~~

~~D. Posting Requirements. After acceptance of a preliminary plat application, notice of application shall be posted by the applicant on the property at its principal entry point to the nearest right of way, as determined by the Community Development Department. Notice shall be posted on a 3 foot by 4 foot waterproof sign. The sign shall be made of corrugated plastic to specifications provided by the City (see drawing No. 1, appendix A) If desired, a sign may be purchased from the City at a cost to be determined by the manufacturing cost at the time of purchase. The sign(s) shall be located so as to be easily visible from the abutting street. When more than one street abuts the property, the sign(s) shall be easily visible from each street. When a proposal is within an existing subdivision, planned development district or planned unit development, an additional sign shall be posted at each major street entrance to the development as determined by the Community Development Department. When the sign(s) is posted, the applicant shall complete and return a notarized affidavit of posting to the Community Development Department. The sign(s) shall be erected and maintained by the applicant for a minimum of thirty (30) days prior to the public hearing and until a decision is rendered on the application or appeal. The sign(s) shall be removed by the applicant within one (1) week following the decision by the Hearing Examiner or City Council.~~

Section 28: Section 17.10.020 LMC entitled "Review of Preliminary Plat," is amended to read as follows:

A. Upon receipt of a complete preliminary plat application, the Community Development Department shall begin its review of the application consistent with RCW 36.70B, and relevant provisions of the Lakewood Municipal Code. The Department shall transmit a copy of the plat map, easements, and application materials to relevant city departments, utilities providing services to the subdivision, and any other government agencies with jurisdiction as required by LMC 17.10.040. At a minimum, the Department shall transmit the application to the City Engineer, the Building Official, Lakewood Water District, Pierce County Sewer Utility, West Pierce Fire and Rescue, the appropriate electric utility provider, the Pierce County Assessor's Office, and the Tacoma-Pierce County Health Department. The Community Development Director shall also transmit a copy of the application to other agencies with an interest in the project including, but not limited to, Washington State Department of Transportation, Washington Department of Fish and Wildlife, Washington State Department of Ecology, Joint Base Lewis McChord, and

Camp Murray. The Community Development Department shall also issue a Notice of Application pursuant to LMC 18A.02.600 et seq. and shall commence environmental review under SEPA. Responsible agencies shall provide comments as provided in LMC 17.10.040.

B. The Hearing Examiner shall review all proposed preliminary plats and shall take such action thereon as to assure conformance of the proposed subdivision to the general purposes of the comprehensive plan and to planning standards and specifications as adopted by the City. ~~The approval of any preliminary plat may be conditioned upon the developer's obtaining proper Comprehensive Plan or zoning designation for the subdivision.~~

BC. The decision by the Examiner is a final and conclusive decision ~~but said decision may be appealed to the Council as specified herein.~~ The Examiner's written decision on the preliminary plat shall include findings and conclusions, based on the record, to support the decision. Each final decision of the Examiner, ~~unless a longer period is mutually agreed to by the applicant and the Examiner,~~ shall be rendered within ten (10) working days following the conclusion of all testimony and hearings unless a longer period is mutually agreed to by the applicant and the Examiner.

Section 29: Section 17.14.030 LMC entitled "Required Written Findings and Determinations," is amended to read as follows:

~~A.~~ The Examiner shall inquire into the public use and interest proposed to be served by the establishment of the subdivision and dedication. ~~The Examiner shall determine:~~

~~1. If appropriate provisions are made for, but not limited to the public health, safety, and general welfare, for open spaces, drainage ways, streets or streets, alleys, other public ways, transit stops, potable water supplies, sanitary wastes, parks and recreation, playgrounds, schools and school grounds, and shall consider all other relevant facts, including sidewalks and other planning features that assure safe walking conditions for students who walk to and from school; and~~

~~2. whether the public interest will be served by the subdivision and dedication.~~

~~B.~~ A proposed subdivision and dedication shall not be approved unless the Examiner makes written findings that:

A.1. Appropriate provisions are made for the public health, safety, and general welfare, for open spaces, drainage ways, streets or streets, alleys, other public ways, transit stops, potable water supplies, sanitary wastes, parks and recreation, playgrounds, schools and school grounds and all other relevant facts, including sidewalks and other planning features that assure safe walking conditions for students who walk to and from school; and

B.2. The public use and interest will be served by the platting of such subdivision and

dedication. If the Examiner finds that the proposed subdivision and dedication make such appropriate provisions and that the public use and interest will be served, then the Examiner shall approve the proposed subdivision and dedication.

Section 30: Section 17.14.040 LMC entitled "Time Limitations," is amended to read as follows:

A. In General. A final plat meeting all of the requirements of law shall be submitted to the City within ~~five (5) years of the date upon which the approval of the preliminary plat is final, ten years of the date of preliminary plat approval if the project is not subject to requirements adopted under chapter 90.58 RCW (Shoreline Management Act) and the date of preliminary plat approval is on or before December 31, 2007, within seven years of the date of preliminary plat approval if the date of preliminary plat approval is on or before December 31, 2014, and within five years of the date of preliminary plat approval if the date of preliminary plat approval is on or after January 1, 2015.~~ The approval of a preliminary plat shall be automatically null and void if final plat approval is not obtained within the time limitations specified herein.

In addition, pursuant to RCW 58.17.170 (3)(b), a subdivision shall be governed by the terms of approval of the final plat, and the statutes, ordinances, and regulations in effect at the time of approval under RCW 58.17.150 (1) and (3) for a period of ten years after final plat approval if the project is not subject to requirements adopted under chapter 90.58 RCW (Shoreline Management Act) and the date of final plat approval is on or before December 31, 2007, unless the City Council finds that a change in conditions creates a serious threat to the public health or safety in the subdivision. Otherwise, any lots in a final plat filed for record shall be a valid land use notwithstanding any change in zoning laws for a period of seven years from the date of filing if the date of filing is on or before December 31, 2014, and for a period of five years from the date of filing if the date of filing is on or after January 1, 2015. (RCW 58.17.170).

B. Extension Procedure.

1. Time for Filing. A written application for any extension of time under the provisions of this Section shall be filed with the Community Development Department at least thirty (30) days prior to the expiration of the existing period of approval currently applicable. The applicable time period shall be tolled from the date of filing the application for extension until the date of the final decision by the City. Each application shall be accompanied by payment of a filing fee in an amount established by separate Resolution.

2. Additional Extensions-Changed Conditions. Upon filing of an application for extension, a copy shall be sent to each party of record together with governmental departments or agencies as were involved in the process of preliminary plat approval. By letter, the Examiner shall request that written comments, if any, be delivered to the Examiner's office within ten (10) working days of the date of the Examiner's letter. If any comment requests the alteration or expansion of conditions of approval, the applicant

shall be provided with a copy of such proposal and a period of ten (10) working days in which to file objections, if any, ~~and~~ or a request for formal hearing. In the absence of such objection, the Examiner may conclude that the proposed change in conditions is acceptable to the applicant and proceed to a decision in accordance with procedures set forth in this Section.

3. Hearing Examiner-Hearing. If, in the opinion of the Examiner, substantial issues have been raised concerning the application for extension, the Examiner may schedule a public hearing. In the case of a request for extensions of time beyond the initial one (1) year period, if a proposal is made to alter or expand the conditions of approval, a public hearing shall be held upon written request by the applicant or any party of record upon a determination by the Hearing Examiner that there are substantial issues which necessitate a public hearing.

4. Hearing Examiner Decision.

a. With hearing. If a public hearing is held under the provisions of Section ~~BD~~.3 above, the Examiner shall issue a decision together with findings and conclusions in support thereof within ten (10) working days of the date of the hearing.

b. Without hearing. If no public hearing is held, the Examiner shall issue his decision with ten (10) working days of the date upon which written comments were to be filed with the Examiner.

Hearing Examiner Decision-~~Appeal~~. The decision of the Examiner to grant or deny extensions of time shall be final, ~~unless appealed under the provisions of Sections 17.14.050, 17.14.060, and 17.14.070.~~

C. Stages. If the developer desires to develop said subdivision in stages, each stage or division must be approved within the time limits specified herein.

Section 31: Section 17.14.060 LMC entitled "Appeal of Examiner's Decision," is amended to read as follows:

The decision of the Hearing Examiner is final and conclusive, subject only to judicial appeal.

~~The final decision by the Examiner on a preliminary plat may be appealed to the Council, by any aggrieved person directly affected by the Examiner's decision. Said appeal procedure is as follows:~~

~~A. The appellant must file written notice of appeal with the Community Development Department and the appeal fee within ten (10) working days of the date of mailing of the~~

~~Examiner's final decision; provided, that if the Examiner was requested to reconsider the decision, then the appeal must be filed within ten (10) working days of the mailing of the Examiner's final order or decision on the reconsideration request.~~

~~B. The notice of appeal shall concisely specify such error and/or issue which the Council is asked to consider on appeal.~~

~~C. Upon the filing of an appeal, the Community Development Department shall forward to the Council the original tape contain ing a verbatim record of the proceedings before the Examiner. An appeal shall stay the effective date of the Examiner's decision until final resolution has been made by the Council.~~

~~D. The approval of a final plat is strictly limited to the questions of whether the final plat is consistent with the findings, conclusions and conditions specified for the preliminary plat. Environmental considerations and satisfaction of review criteria specified by Section 17.14.030 and RCW 58.17.110 which are not relevant to the findings, conclusions or decision for the preliminary plat cannot be raised during the review of a final plat but must be raised at the time for reviewing the preliminary plat or they are waived. (Ord. 60 ?-1(part), 1996.)~~

Section 32: The following section is repealed: LMC 17.14.070

~~17.14.070 – Council Action on Appeals~~

~~A. General. For Examiner decisions which an appeal is properly filed, the Community Development Department shall forthwith forward nine (9) copies of the Examiner's decision plus nine (9) copies of the official file and the recorded record to the Clerk of the Council. The Clerk of the Council shall schedule a public meeting date for the Council on the appealed matter.~~

~~B. Public Notice on Appeals. The Clerk of the Council shall cause written notice to be mailed to all "parties of record" and the Examiner to apprise them of the meeting date before the Council. Parties of record are those persons who have:~~

- ~~1. Testified before the Examiner, or~~
- ~~2. Listed their names on a sign up sheet which is available during the Examiner's hearings, or~~
- ~~3. Advised the Community Development Department in writing of their desire to be a party of record.~~

~~C. Council Action on Appeals. Whenever a decision by the Examiner is reviewed by the Council pursuant to this Section, the appellant or other parties of record may submit written memoranda in support of their positions. The Council may impose a time limit on oral presentations. No new evidence or testimony shall be presented to the Council during the oral presentation. The Council may view the site either individually or together,~~

~~provided that unless all parties of record are given reasonable notice of the time of the view, no one other than City staff can accompany the Council members during the view.~~

~~D. Council Decision on Appeal.~~

~~1. The Council's decision on any appeal from the Examiner shall be based on the record of the hearing held by the Examiner. The Council may not accept or consider any additional~~

~~2. The Council shall consider whether each of the findings of fact entered by the Examiner are supported by substantial evidence in the record. The Council may reverse any finding which is not so supported. Beyond this, the Council may not enter its own findings of fact;~~

~~3. The Council shall consider issues of law *de nova* in making its decision;~~

~~4. The Council may affirm or reverse the decision of the Examiner or remand the matter to the Examiner for further consideration. Any decision by the Council shall be supported by adequate findings of fact based on the record and by conclusions of law.~~

~~E. Council Action is Final. The action of the Council, approving or rejecting a decision of the Examiner, is final and conclusive unless within thirty (30) days from the date of the action an aggrieved party or person files an appropriate action in Superior Court for the purpose of reviewing the action taken, and serves all necessary parties.~~

~~F. Reconsideration by the Council. Any aggrieved party or person affected by the action may, within seven (7) working days of the Council's oral decision, file with the Clerk of Council a written request for reconsideration based on any one of the following grounds materially affecting the substantial rights of said party or person:~~

~~1. Errors of procedure or misinterpretation of fact, material to the party seeking the request for reconsideration;~~

~~2. Irregularity in the proceedings before the Council by which such party was prevented from having a fair hearing;~~

~~3. Clerical mistakes in the official file or record transmitted to the Council, including errors arising from inadvertence, oversight, or omission, which may have materially affected the Council's decision on the matter.~~

~~Upon receipt of a request for reconsideration, the Council shall review said request and take such further action as the Council deems proper, including, but not limited to, the right to deny said request for reconsideration without a hearing, or the right to rehear and render a revised decision on the matter if deemed appropriate by the Council. Only one request for reconsideration may be filed by any one person or party;~~

~~even if the Council reverses or modifies its original decision or changes the language in the decision originally rendered.~~

~~In the event that a request for reconsideration is filed with the Council, the thirty (30) day appeal period to Superior Court as set forth in this Title shall be deemed to commence on the date of the Council's final action relative to the request for reconsideration.~~

~~(Ord. 60 ? 1 (part), 1996.)~~

Section 33: The following sections is repealed: LMC 17.14.080

~~17.14.080 Requirement for Each Plat Filed for Record~~

~~Each and every plat of any property filed for record shall:~~

~~A. Contain a legal description of the plat which shall match the description on the title insurance report.~~

~~B. Contain a dedication for all streets, easements, open space, tracts, or other parcels to be dedicated to the public or other specifically noted entities or organizations.~~

~~C. Be acknowledged by the person filing the plat before the County Auditor or any other officer who is authorized by law to take acknowledgment of deeds, and certificate of said acknowledgment shall be enclosed or annexed to such plat and recorded therewith.~~

~~D. Contain certification from the Assessor-Treasurer that all taxes and delinquent assessments for which the property may be liable as of the date of certification have been duly paid, satisfied or discharged.~~

~~E. Contain a statement of approval from the City Engineering Manager as to the construction of all streets and associated storm drainage systems for public streets. Streets not dedicated to the public shall be clearly denoted on the face of the plat and the plat shall contain a provision for maintenance of the private streets by the individual lot owners.~~

~~F. Contain a certification from the sewerage provider as to the means of sewage disposal for the lots if required.~~

~~G. Contain a certification from the County Health Department as to the means of sewage disposal and water availability if required.~~

~~H. Contain a certification from the Community Development Department approving the plat and stating that the platting fee has been paid.~~

~~I. Be accompanied by a complete survey of the section or sections in which the plat or replat is located with all survey work being done in compliance with RCW 58.24.040. The~~

~~final plat shall follow the format as shown on the City Formal Plat Standards as now enacted or hereafter amended.~~

~~J. Be submitted to the City Community Development Department along with the following:~~

- ~~1. Twelve (12) paper prints.~~
- ~~2. Two (2) copies of a title report, prepared not more than thirty (30) days prior to the date of written approval by the Director of the Community Development Department, from a title insurance company containing the complete and correct legal description of the plat, listing all easements of record which affect the property and confirming that the title of the lands as described and shown on said plat is in the name of the owners signing the dedication.~~
- ~~3. Final Plat Land Use Breakdown sheet.~~
- ~~4. One (1) copy of the plat boundary, individual lots and street centerline computer closures for the plat.
(Ord. 60 § 1 (part), 1996.)~~

Section 34: The following sections is repealed: LMC 17.14.090

~~17.14.090 Certificate Giving Description, Statement of Owners, and Dedication Requirements~~

~~Every formal subdivision, short subdivision or large lot subdivision filed for record must contain a certificate giving a full and correct description of the lands divided as they appear on the plat drawing, including a statement that the subdivision of property has been made with the free consent and in accordance with the desires of the owner(s) or contractor purchasers. If the subdivision of property includes a dedication, the certification shall also contain the dedication of all streets and other areas to the public, and individual or individuals, religious society or societies or to any corporation, public or private, as shown on the plat document and a waiver of all claims for damages against any governmental authority which may be occasioned to the adjacent land by the established construction, drainage and maintenance of said street. Said certificate shall be signed and acknowledged before a notary public by all parties having any interest in the lands subdivided.~~

~~Any dedication, donation or grant as shown on the face of the plat shall be considered to all intents and purposes, as a quit claim deed to the said donee or donees and/or grantees for his, her or their use for the purpose intended by the donors or grantors as aforesaid. (Ord. 60 § 1 (part), 1996.)~~

Section 35: The following sections is repealed: LMC 17.14.100

~~17.14.100 Review of Final Plats~~

~~The City Community Development Director or authorized assistant shall review applications for the proposed final plat and be satisfied that the following conditions exist:~~

~~A. The final plat meets all standards established by State law and this Title relating to final plats;~~

~~B. The proposed final plat bears the certificates and statements of approval required by this Title and State law;~~

~~C. A title insurance report furnished by the subdivider confirms the title of the land in the proposed subdivision is vested in the name of the owners whose signatures appear on the plat's certificate;~~

~~D. The facilities and improvements required to be provided by the developer have been completed or, alternatively, that the developer has provided a performance bond, or cash deposit in lieu thereof, or other security commonly used by banking and lending institutions; provided further that the bond, cash deposit, or other security, as hereinabove required, shall be filed with the Engineering Manager and shall be in a form acceptable to the City Attorney and in an amount and with sureties commensurate with improvements remaining to be completed and securing to the City the construction and installation of the improvements within a fixed time.~~

~~(Ord. 60 § 1 (part), 1996.)~~

Section 36: The following sections is repealed: LMC 17.14.110

~~17.14.110 Council Review of Final Plats~~

~~The City Council shall review final plats in accordance with Chapter 58.17 RCW. When the Engineering Manager finds that the subdivision meets the following criteria, he or she shall recommend approval the proposed final plat if:~~

~~A. The plat conforms to all terms of preliminary plat approval;~~

~~B. The bond, if there is one, by its essential terms assures completion of improvements;~~

~~C. The plat meets the requirements of State law and this Title in effect at the time of preliminary plat approval.~~

~~After the City Council approves the plat, the Community Development Department shall forward the original to the County Auditor for filing, who shall, after~~

~~recording, forward two reproducible copies thereof to the Engineering Manager and one paper copy to the County Assessor-Treasurer.
(Ord. 60 § 1 (part), 1996.)~~

Section 37: A new Chapter 17.16 LMC entitled, Final Plats – Review Procedure,” is created,

Chapter 17.16
Final Plats- Review procedure

17.16.010 Requirement for Each Plat Filed for Record

17.16.020 Certificate Giving Description, Statement of Owners, and Dedication Requirements

17.16.030 Review of Final Plats

17.16.040 Council Review of Final Plats

Section 38: A new Section 17.16.010 LMC entitled “Requirement for Each Plat Filed for Record,” is created to read as follows:

Each and every plat ~~of any property~~ filed for record [pursuant to RCW 58.17.160](#) shall:

A. Contain a legal description of the plat which shall match the description on the title insurance report.

B. Contain a dedication [statement](#) for all streets, easements, open space, tracts, or other parcels to be dedicated to the public or other specifically noted entities or organiza-tions.

C. Be acknowledged by the person filing the plat before the County Auditor or any other officer who is authorized by law to take acknowledgment of deeds, and certificate of said acknowledgment shall be enclosed or annexed to such plat and recorded therewith.

D. Contain certification from the Assessor-Treasurer that all taxes and delinquent assessments for which the property may be liable as of the date of certification have been duly paid, satisfied or discharged.

E. Contain a statement of approval from the City Engineering Manager as to the construction of all streets and associated storm drainage systems for public streets. Streets not dedicated to the public shall be clearly denoted on the face of the plat and the plat shall contain a provision for maintenance of the private streets by the individual lot owners.

F. Contain a certification from the sewerage provider as to the means of sewage disposal for the lots if required.

G. Contain a certification from the County Health Department as to the means of sewage disposal and water availability if required.

~~H. Contain a certification from the Community Development Department approving the plat and stating that the platting fee has been paid.~~

~~HI. Be accompanied by a complete survey of the section or sections in which the plat or re-plat is located with all survey work being done in compliance with RCW 58.24.040.~~
The final plat shall follow the format as shown on the City Formal Plat Standards as now enacted or hereafter amended. All survey work shall be performed in compliance with RCW 58.24.040.

I. Be submitted to the City Community Development Department along with the following:

1. Twelve (12) paper prints.

2. Two (2) copies of a title report, prepared not more than thirty (30) days prior to the date of written approval by the Director of the Community Development Department, from a title insurance company containing the complete and correct legal description of the plat, listing all easements of record which affect the property and confirming that the title of the lands as described and shown on said plat is in the name of the owners signing the dedication.

3. Final Plat Land Use Breakdown sheet.

4. One (1) copy of the plat boundary, individual lots and street centerline computer closures for the plat.

Section 39: A new Section 17.16.020 LMC entitled “Certificate Giving Description, Statement of Owners, and Dedication Requirements,” is created to read as follows:

Every formal subdivision, short subdivision or ~~large lot subdivision~~ binding site plan filed for record must contain a certificate giving a full and correct description of the lands divided as they appear on the plat drawing, including a statement that the subdivision of property has been made with the free consent and in accordance with the desires of the owner(s) or contractor purchasers. If the subdivision of property includes a dedication, the certification shall also contain the dedication of all streets and other areas to the public, and individual or individuals, religious society or societies or to any corporation, public or private, as shown on the plat document and a waiver of all claims for damages against any governmental authority which may be occasioned to the adjacent land by the established construction, drainage and maintenance of said street. Said certificate shall be signed and acknowledged before a notary public by all parties having any interest in the lands subdivided.

Any dedication, donation or grant as shown on the face of the plat shall be considered ~~to~~ for all intents and purposes, as a quit-claim deed to the said donee or donees and/or grantees for his, her or their use for the purpose intended by the donors or grantors as aforesaid.

Section 40: A new Section 17.16.030 LMC entitled “Review of Final Plats,” is created to read as follows:

The City Community Development Director or authorized designee shall review applications for the proposed final plat and be satisfied that the following conditions exist:

A. The final plat meets all standards established by State law and this Title relating to final plats;

B. The proposed final plat bears the certificates and statements of approval required by this Title and State law;

C. A title insurance report furnished by the subdivider confirms the title of the land in the proposed subdivision is vested in the name of the owners whose signatures appear on the plat's certificate;

D. The facilities and improvements required to be provided by the developer have been completed or, alternatively, that the developer has provided a performance bond, or cash deposit in lieu thereof, or other security commonly used by banking and lending institutions; provided further that the bond, cash deposit, or other security, as hereinabove required, shall be filed with the City Engineer and shall be in a form acceptable to the City Attorney and in an amount and with sureties commensurate with improvements remaining to be completed and securing to the City the construction and installation of the improvements within a fixed time.

E. That all conditions of the preliminary plat approval have been satisfied and that all platting fees have been paid.

Section 41: A new Section 17.16.040 LMC entitled “Council Review of Final Plats,” is created to read as follows:

The City Council shall review final plats in accordance with Chapter 58.17 RCW. Council review of a final plat is strictly limited to the questions of whether the final plat is consistent with the findings, conclusions and conditions specified for the preliminary plat. Environmental considerations and satisfaction of review criteria specified by Section 17.14.030 and RCW 58.17.110 which are not relevant to the findings, conclusions or decision for the preliminary plat cannot be raised during the review of a final plat but must be raised at the time for reviewing the preliminary plat or they are waived. When the Engineering Manager ~~Community Development Director~~ finds that the subdivision

meets the following criteria, he or she shall recommend approval the proposed final plat if:

- A. The plat conforms to all terms of preliminary plat approval;
- B. The bond, if there is one, by its essential terms assures completion of improvements;
- C. The plat meets the requirements of State law and this Title in effect at the time of preliminary plat approval.

After the City Council approves the plat, the Community Development Department shall forward the original to the County Auditor for filing, who shall, after recording, forward two reproducible copies thereof to the City Engineer and one paper copy to the County Assessor-Treasurer.

Section 42: A new Section 17.18.005 LMC entitled “Conditions of Approval and Construction of Subdivision Infrastructure,” is created to read as follows:

The creation of new lots and building sites requires that certain infrastructure be provided to serve the planned development. In addition, provisions must be made for maintenance of common infrastructure and implementation of development controls. It is the responsibility of the subdivision developer to install the infrastructure to serve the subdivided land. Infrastructure will normally include roadways to serve the lots of the subdivision, utilities (including electricity, gas, water and sanitary sewage disposal), stormwater management, and fire protection. Additional improvements may be required to mitigate environmental or other impacts of a subdivision. Prior to the approval and recordation of the Final Map, the City will require that all of the conditions of approval for the preliminary plat be satisfied.

Section 43: Section 17.18.010 LMC entitled “Dedications,” is amended to read as follows:

A. General. Dedication of land for road right-of-way and other purposes may be required. All dedications shall be clearly and precisely indicated on the face of the plat as approved by the City. Improvements and easements to maintain such improvements may be required to be dedicated.

B. Access to Public Waters. Plats of subdivisions containing land ~~adjacent to publicly owned or controlled bodies of water~~ subject to the provisions of the Shoreline Management Act shall contain dedications of public access to, around or beside the regulated waterbody such bodies of water consistent with the City’s Shoreline Master Program, unless the Examiner determines the public use and interest will not be served thereby. Such dedications shall be of a size and nature as determined by the Examiner and shall be established when the preliminary plat is approved. Such dedications may be required only when in compliance with all standards governing regulatory takings.

C. Constructed to City Standards. All streets, bridges, drains, culverts and related structures and facilities which are dedicated, shall be designed and constructed in accordance with current standards promulgated by the Engineering Manager and in effect at the time of construction.

Section 44: Section 17.18.020 LMC entitled "Improvements Required," is amended to read as follows:

A. ~~Plan and profiles required.~~ Permits required. All subdivision improvements shall be constructed in accordance with an approved site development permit.

Prior to the construction of an improvement, the developer shall submit to the City Engineer, ~~two (2) an application for a site development permit including~~ copies of the plan, profiles and specifications for said streets, drainage, utilities and other proposed improvements to be constructed in the proposed subdivision. Plans and profiles shall be drawn upon standard 22" x 36" ~~Federal Aid Plan~~ profile sheets or such other sheets as may be acceptable to the City Engineer. Prior to construction, the construction plans for any dedicated improvement must be approved by the City Engineer and construction plans for other improvements may be required to be approved. A site development permit or other appropriate permission shall be secured prior to commencement of construction.

B. Flood or Geological Hazard. If any portion of the land within the boundaries ~~shown on any map or plat of a division of land whether~~ formal plat or short plat ~~or large lot division plat~~, is subject to flood hazard, inundation, geological hazard, mud slides or avalanches, as such conditions may be, but need not be, indicated in the most recent national flood insurance program, flood hazard boundary map (FHBM) for Pierce County, Washington or other authoritative data, and the probable use of the property will require structures thereon or nearby, the Hearing Examiner or departmental reviewer may disapprove the subdivision, ~~short subdivision or large lot division or that portion of the subdivision, short subdivision or large lot division~~ so affected, ~~and~~ or require protective improvements to be constructed as approved by the City, as a condition precedent to final approval and recordation of the subdivision, short subdivision or ~~large lot division~~ binding site plan map. If any portion of a lot or parcel of a subdivision is subject to flood hazard, inundation, geological hazard, mud slides or avalanches, such fact and portion shall be clearly shown on the final map or parcel map by a prominent note on each sheet of such map whereon any portion is shown. No subdivision, short subdivision or ~~large lot division~~ binding site plan shall be approved by the Examiner or departmental reviewer which is situated wholly or partially within a flood control zone as provided in Chapter 86.16 RCW without the prior written approval of the Department of Ecology.

C. Storm Drainage Containment. The City shall, as a condition of approval of any division of land, whether formal subdivision or short subdivision or ~~large lot division~~ binding site plan, require the developer to construct storm drainage facilities in conformance with the City's surface water design standards.

D. Fire Protection. The developer shall, at the developer's expense, provide water sources

~~and~~/or facilities as required by law. Subdivisions shall provide fire hydrants (or other adequate means) with adequate capacity and spacing to provide for fire protection.

E. Sanitary Sewer Pipe Installations. The City may condition the approval of any plat upon the developer's installation of sanitary sewer connections and pipes properly constructed according to City standards.

Section 45: Section 17.18.030 LMC entitled “Names and Numbers of Subdivisions, Streets, Blocks and Lots,” is amended to read as follows:

A. General. In order to promote an orderly and coherent street and property location system, street names and numbers in subdivisions, short subdivisions and ~~large-lot divisions~~ binding site plans shall be assigned in accordance with the procedures and guidelines established herein.

B. Subdivision Names and Numbers. Subdivision names shall be chosen by the applicant subject to approval by the Community Development Department. The Community Development Department shall approve the proposed name if it is reasonably distinguishable from previously established subdivision names. The legal identification of short plats and binding site plans ~~large-lots~~, if any, shall be designated by number and assigned by the County Auditor at the time of recording.

C. Street Names and Numbers. All public and private streets established by subdivision, short subdivision or binding site plan ~~large-lot division~~ shall have street names or numbers assigned and clearly shown on the plats prior to approval and recording. Street names and numbers shall be assigned by the Community Development Director. Private streets shall be clearly labeled on the face of the plat.

D. Blocks and Lots. Blocks and lots established for purposes of legal description of subdivided property shall be named and numbered in accordance with procedures and guidelines established by the City Engineer.

[E. Addresses in new subdivisions shall be assigned by the Building Official pursuant to Section 501 of the International Building Code.](#)

Section 46: Section 17.18.050 LMC entitled “Bonds – Construction and Guarantee,” is amended to read as follows:

The City, in lieu of actual construction of any improvement by the developer of any formal subdivision, short subdivision or ~~large-lot division~~ binding site plan, ~~shall require~~ may accept a bond in an amount and with surety and conditions satisfactory to it or other secure methods providing for and securing to the City, the actual construction and installation of such improvements within a two year period. The City Engineer may refuse to accept a security in lieu of actual construction where redemption of the security is seen to be problematic, or where the improvements are required immediately to ensure public safety and proper functioning of the development. All improvements such as

structures, streets, sewers, drainage facilities and water systems shall be designed and the construction certified by, or under the supervision of, a registered civil engineer prior to the acceptance of such improvements. [Improvements must be completed prior to final building inspection approval and occupancy of any new structures within the subdivision.](#)

The developer shall be responsible for correcting any defect in an improvement for a period of eighteen months after acceptance by the City Engineer.

The City shall require a bond to guarantee that the developer will correct any defect in a dedicated improvement caused by faulty design, construction or other reason as determined by the City Engineer. Said bond shall be in an amount equal to 125% of the estimated cost of the City completing the improvements, as determined by the City Engineer, and shall extend for a period of eighteen months after City acceptance of said improvement.

Section 47: Chapter 17.22 LMC entitled “Short Subdivisions – Large Lot Divisions,” is retitled, “Short Subdivisions,” as follows:

17.22.000 - Short Subdivisions ~~-Large Lot Divisions~~

Chapter 17.22
Short Subdivisions ~~Large Lot Divisions~~

Sections:

17.22.010 Applicability.

17.22.020 Filing Procedure and Fee.

17.22.025 ~~Short Plat Approval~~ [Determination of Complete Application.](#)

17.22.030 Owner's Free Consent.

17.22.035 Posting Requirements.

17.22.040 Survey.

17.22.050 Departmental Review.

17.22.060 Review Criteria.

17.22.070 ~~Summary Preliminary~~ [Approval.](#)

17.22.080 Notice.

17.22.090 Appeal Procedure.

[17.22.095 Final Short Plat Approval](#)

17.22.100 Amendments.

~~17.22.110 Large Lot Division.~~

Cross-references: Chapter 58.09 RCW, Chapter 332-130 WAC

Section 48: Section 17.22.010 LMC entitled “Applicability,” is amended to read as follows:

Every short plat and short subdivision shall comply with the provisions of this Chapter.

A. Exemptions. The provisions of this Chapter are not applicable to the following:

1. All exemptions listed in Section 17.02.010.

2. Deed releases, for the purpose of obtaining building financing, provided that a short plat is required if said parcel is separately sold or if all land specified by the contract is not acquired.

3. Divisions which were surveyed in accordance with the Survey Recording Act and are recorded with the Auditor prior to August 13, 1974.

4. Up to four Model Homes may be ~~established~~constructed on a single tract of land without short platting provided the City has approved a preliminary subdivision which includes the specific lots upon which the Model Homes are to be located. The subdivision shall be completed and the final map recorded prior to the sale of any of the model home units.

5. Divisions made by court order; provided, that this exemption shall not apply to land divided pursuant to dissolution or any partition proceedings.

6. Any division of land for use solely for the installation of electric power, telephone, water supply, sewer service or other utility facilities of a similar or related nature; provided, however, that any remaining lot or lots are consistent with applicable zoning and land use plans.

7. Any division or divisions of land for the sole purpose of enabling the City or other public agency to acquire land, either by outright purchase or exchange, for port purposes, boat moorage or launching sites, or for park, viewpoint, recreational, educational or other public purposes; provided, however, that any remaining lot or lots are consistent with applicable zoning and land use plans.

B. The entire original tract (except adjacent platted or short platted land) shall be included within one short plat application.

C. Further divisions. Land within a short subdivision shall not be further divided in any manner for a period of five (5) years from the date said approved short plat is recorded with the Auditor without the filing of a final plat on the land which is proposed to be further divided, except that when the short plat contains fewer than nine parcels, the owner who filed the short plat may file an alteration with the five (5) year period to create a total of up to nine (9) lots within the original short plat boundary. This requirement shall be stated on the face of the short plat.

Section 49: Section 17.22.020 LMC entitled "Filing Procedure and Fee," is amended to read as follows:

An application for a short subdivision shall include a completed application form, ~~Eleven~~ six (6) full size paper prints and six (6) 11"x 17" reduced copies of ~~the~~ -proposed short

plat ~~showing all required information shall be filed with the Community Development Department~~ along with a non-refundable application fee as set forth in separate Resolution.

For purposes of RCW 58.17.033, a complete application for short plat approval must contain the information and documents required by this section.

A short plat shall meet the following standards:

A. Drawn in ink to a scale not smaller than one inch equals one hundred feet (1" = ~~100~~ 50') or other approved scale on ~~mylar~~, a sheet size of 18" x 24".

B. The Plat shall show the boundary and dimensions of the "original tract" including its Assessor's parcel number, section, township and range, and all adjoining public or private streets and identifying names as such.

C. A vicinity map drawn to a scale of four inches equals one mile (4"= 1 mile) or other approved scale of sufficient detail to orient the location of the original tract.

D. Name and address of the owner of record of the "original tract," scale of the drawing, and north directional arrow.

E. All lots shall be identified by numerical designation. The dimensions of each lot shall be shown.

F. Width and location of access to all short platted lots.

G. The location and use of all existing buildings on the original tract.

H. Space on a second 18" x 24" ~~mylar~~ plat map sheet shall be reserved for comments and appropriate City signatures.

I. Where a survey is required, the form of the plat shall be as required by the Survey Recording Act. (Chapter 50 Washington Laws of 1973, or as amended.)

Section 50: Section 17.22.025 LMC entitled "Short Plat Approval," is retitled, "Determination of Complete Application," and amended to read as follows:

Within 28 days of receiving an application for preliminary plat approval containing all information required by Section 17.22.020 of this Code, the Community Development Department shall issue a determination of completeness or incompleteness as required by RCW ~~36.70.A.440~~ 36.70B.070. The Community Development Department is responsible for complying with all other requirements of RCW ~~36.70.A.440~~ 36.70B.070.

Section 51: Section 17.22.035 LMC entitled "Posting Requirements," is amended to read as follows:

~~After acceptance of a short plat application, notice of application shall be posted by the applicant on the property at its principal entry point to the nearest right of way, as determined by the Community Development Department in accordance with the provisions of LMC 18A.02.670.~~

~~Notice will be posted on a 1 1/2' x 2' waterproof sign (see drawing #16 in Appendix A). The sign shall be made of corrugated plastic to specifications provided by the City. If desired, a sign may be purchased from the City at a cost to be determined by the manufacturing cost at the time of purchase. The sign(s) shall be located so as to be easily visible from the abutting street. When more than one street abuts the property, the sign(s) shall be easily visible from each street. When a proposal is within an existing subdivision, planned development district or planned unit development, an additional sign shall be posted at each major street entrance to the development as determined by the Community Development Department. When the sign(s) is posted, the applicant shall complete and return a notarized affidavit of posting to the Community Development Department. The sign(s) shall be erected and maintained by the applicant for a minimum of thirty (30) days prior to the public hearing and until a decision is rendered on the application or appeal. The sign(s) shall be removed by the applicant within one (1) week following the decision by the Hearing Examiner or City Council. (Ord. 60 ? 1 (part), 1996.)~~

Section 52: Section 17.22.040 LMC entitled "Survey," is amended to read as follows:

Recordable surveys shall be required for all short plats and short subdivisions. All surveys shall be accomplished as required by WAC 332-130 and the "Survey Recording Act," (RCW 58.09), except an additional recording will not be required for the "Survey Recording Act."

All lot staking shall be completed by the certifying professional land surveyor prior to the recording of the short plat.

All short plat corners, including interior lot corners, shall be staked with steel rebar or metal pipe with a cap which permanently bears the land surveyor's registration number. When the plat corner(s) or lot corner(s) falls in a body of water, over the edge of a steep slope or other inaccessible area, an offset corner will be permitted. When the boundary line of a short plat follows a meandering line, corners shall be set as directed by the City. A pre-submittal meeting with City staff to discuss corner locations is recommended.

When the legal description of the short plat utilizes a partial or complete section subdivisional breakdown to establish the short plat boundaries, section subdivision survey information in accordance with the requirements of WAC 332-130-030 shall be shown on the short plat ~~mylar~~ map.

All reference monuments used in the establishment of the short plat corners shall be identified, described, and noted as set or found on the short plat ~~mylar~~ map. When

appropriate, the short plat survey shall reference the recorded or previous survey that was the basis for the short plat survey.

When the short plat is adjacent to a constructed City street and the short plat corner(s) or its offset represents a 1/16th corner, quarter corner, section corner, or donation land claim corner that is not of record or is lost or obliterated, a City standard monument(s) shall be placed in the City street. In cases where a monument of record is found, the existing corner does not have to be replaced.

Whenever a short plat is adjacent to an existing City street ~~and~~/or right-of-way, the centerline of that street shall be located on the short plat drawing. If the existing constructed City street or maintained street section falls outside of the documented right-of-way, the surveyor shall identify the existing edge of pavement and limits of the maintained street section on the short plat drawing and show its relationship to said centerline.

Section 53: Section 17.22.050 LMC entitled “Departmental Review,” is amended to read as follows:

A. The Engineering Manager's Office shall review a short plat for adequacy of access, storm water drainage facilities, public sewer system, survey accuracy, and feasibility for building sites.

B. The Community Development Department shall review the proposed short plat for conformance with the Land Use and Development Code (LMC Title 18A), other applicable land use zoning-laws, the comprehensive plan and the subdivision code.

C. The Tacoma-Pierce County Health Department shall review the proposed short plat for adequacy of potable water supply, and ~~septic tank conditions~~ provisions for sanitary sewage disposal. The Lakewood Water District, or other water provider, shall provide information regarding the public water system. This will typically be in the form of a Letter of Water Availability from the District.

D. The Fire Chief shall review the proposed short plat for adequacy of the fire protection water system and access for fire fighting equipment.

E. The Pierce County Assessor’s Office shall review the proposed short plat with regard to map and document format, tax status, and legal description.

F. The Pierce County Sewer Utility shall review the project with regard to sanitary sewer availability, appropriate easements, and details of any sanitary sewer infrastructure and connections.

The City may require that any review fees payable to outside agencies be made directly with that agency prior to submittal of the short plat application.

Section 54: Section 17.22.060 LMC entitled “Review Criteria,” is amended to read as follows:

A. Access.

1. General. The proposed short plat shall be reviewed for adequate ingress and egress to all proposed lots. Extension of streets or access rights from property line to property line of the short subdivision land may be required so that the street may be extended in the future. If there is other reasonable access available, the Engineering Manager may limit the location of direct access to City arterials or other City streets. When an adjoining landowner will be obligated to construct or maintain a future street, a note to this effect shall be stated on the face of the short plat.

2. Street Reserved Areas. Where a City arterial may, or is being planned for a short subdivision land area, the Engineering Manager may require that a sixty foot (60') wide right-of-way area be reserved as a street reserved area for a future street, if all legal requirements for such a dedication are met.

3. Private Streets. Private streets are not normally permitted, but may be allowed when the Community Development Director and City Engineer determine that the most logical development of the land requires that the lots be served by private streets or easements. Private street plats shall be reviewed per Chapter 17.26 of this title. Unless the City has existing plans, maps, sketches or studies for a City arterial on the properties in issue, the Engineering Manager shall approve private streets if all persons and their successors, who own the land adjoining the street within the short plat, have equal legal rights to use said private street area. Said developer and/or adjoining landowners and their successors shall bear the expense of constructing and maintain said street and a note to this effect shall be made on the face of the short plat. Where the short plat or land beyond the short plat have the potential of being divided into twenty (20) or more lots, then said private street shall be required to have a right-of-way width equivalent to city standards.

B. Drainage. The proposed short plat shall be reviewed for adequate drainage facilities. Requirements for any necessary facilities may be required to be written on the face of the short plat ~~mylar~~ map.

C. Sewers or Septic Tanks. The proposed short plat shall be reviewed for potential sewer or septic tank adequacy. If known local conditions exist which may affect future building sites, these conditions may be required to be stated on the face of the short plat.

D. Feasibility for Building Sites. Areas which are known or suspected to be poor building sites because of geological hazard, flooding, poor drainage or swamp conditions, mud slides or avalanche, may be noted on the face of the short plat.

E. Water Supply and Fire Protection. The proposed plat shall be reviewed for potential adequacy of water supply and fire protection. Items A through E above may be

considered as criteria for which a short plat may be denied. Existing City standards shall be used during the review process.

Section 55: Section 17.22.070 LMC entitled “Summary Approval,” is retitled, “Preliminary Approval,” and amended to read as follows:

A. Procedure.

An application for a short plat shall be reviewed as a Process II permit type, which does not require a public hearing but does provide for public notice and comment. (See LMC 18A.02.545). The initial decision on a short plat application is made by the Community Development Director. The Director’s decision may be appealed to the City’s hearing examiner.

1. Upon receipt of a complete application for a short plat, The Community Development Department shall forward two paper prints copies of the application and short plat map to the Engineering Manager and/or Public Works Department Director, the Fire Marshal, the Pierce County Assessor’s Office, the Pierce County Public Works Sewer Utility, the Lakewood Water District, any affected public utility agencies, the Fire Chief, and the Tacoma-County Health Department. The initial review by the departments/agencies of the proposed short plat shall be completed within fifteen (15) thirty days after the short plat is filed, unless, upon the request of the Community Development Department, the applicant consents to an extension of such time period. The proposed preliminary short plat shall be considered under the subdivision regulations and zoning or other land use control ordinances in effect at the time a fully completed application for preliminary short plat approval has been submitted to the city.

2. Each department or official shall either recommend approval, disapproval, or revision/turn of the short plat for change within the fifteen/thirty day initial review period. The Community Development Director shall have the final authority to approve, approve with conditions or deny a short plat application.

3. If returned for revision change, the applicant or representative shall submit six prints and the mylar to the Community Development Department reflecting the required revisions changes within one hundred eighty sixty days; after any said notice of correction is given review comments are provided by the reviewing agencies City departments. Should the applicant require an extension of time to satisfy the requirements that were requested during the initial fifteen/thirty-day review, an additional one hundred eighty days shall time may be granted upon written request.

4. Due to the complexity of the proposal, the applicant may desire to request the following to extend the life of the application.

a. Request in writing from the applicant that the application for the proposed short plat be placed on hold for due cause. "Due cause" would constitute a situation that was beyond the applicant's controls; i.e., required environmental checklist,

Health Department requirement for viewing high water table on the site prior to review for waste disposal, ~~and/or~~ water availability report required by the State.

The request shall be accompanied by an estimated time line for completion of the required additional material, studies, or review. The hold will be placed upon the application for a specified period of time.

b. Request in writing by the applicant that a time extension would be necessary to provide the reviewing departments the necessary material, documents, and studies, as requested in the initial ~~thirty-day~~ City review. The Community Development Department may provide a second additional extension, not to exceed one hundred eighty days ~~extension~~. A fee ~~would~~ may be charged for the extended time, per the fee schedule.

c. Any applicable time limitations for processing an application, including time limits set forth in RCW 36.70B, RCW 58.17, LMC Title 18A, or this Title, shall be tolled while the applicant responds to requests for revision or additional information within the timeframes set forth in this section.

5. The applicant is required to submit the revisions as requested, at the expiration of the allowable time line, along with six prints ~~and the mylar~~ to the Community Development Department. ~~The submittal shall be considered the "FINAL REVIEW" and all previous extensions that were granted to the applicant shall be considered void.~~ The reviewing departments shall have a ~~thirty-day~~ fourteen (14) day review period to consider the revised plans. At the conclusion of the review period, the reviewing department directors or authorized representatives shall notify the applicant whether the application is complete or what additional information is necessary (RCW 36.70B.070 (4)(b)). ~~approve or deny the short plat.~~

6. If the project applicant does not respond to requests for project amendments or additional information within the timeframes specified herein, the Community Development Department may deny the application without prejudice.

B. Required Written Findings for Short Subdivisions. The Community Development Director or designee shall inquire into the public use and interest proposed to be served by the establishment of the short subdivision and dedication. ~~The Director or designee shall determine:~~

~~1. If appropriate provisions are made for, but not limited to the public health, safety, and general welfare, for open spaces, drainage ways, streets or streets, alleys, other public ways, transit stops, potable water supplies, sanitary wastes, parks and recreation, playgrounds, schools and school grounds, and shall consider all other relevant facts, including sidewalks and other planning features that assure safe walking conditions for students who only walk to and from school; and~~

~~2. Whether the public interest will be served by the short subdivision and dedication.~~

~~C.~~ A proposed short subdivision and dedication shall not be approved unless the Director or designee makes written findings that:

1. Appropriate provisions are made for the public health, safety, and general welfare, for open spaces, drainage ways, streets or streets, alleys, other public ways, transit stops, potable water supplies time limits, sanitary wastes, parks and recreation, play-grounds, schools and school grounds and all other relevant facts, including sidewalks and other planning features that assure safe walking conditions for students who only walk to and from school; and

2. The public use and interest will be served by the platting of such subdivision and dedication. If the Director or designee finds that the proposed short subdivision make such appropriate provisions and that the public use and interest will be served, then the Director or designee shall approve the proposed short subdivision and dedication.

~~CD.~~ Notice of Return to Applicant for Cause. If a short plat is not in proper order or cannot be approved in its present form, a letter ~~accompanied by said print~~, postmarked prior to the expiration of said thirty-day period, shall be sent to the applicant (by the disapproving department) to notify him of why approval cannot be given in its present form.

~~DE.~~ Effect of Approval. The Community Development Director's initial approval shall set forth the findings required by Section B above, and may include specific conditions of approval. All required improvements must be installed and a copy of the final short plat map that responds to any conditions of approval must be submitted within three (3) years of the date of the initial approval for final review and recording. An additional one year extension of time may be granted by the Community Development Director upon a showing of good cause beyond the control of the applicant that has delayed the ability of the applicant to complete the subdivision. The approval of a short plat shall not be a guarantee that future permits will be granted for any structures or development within said area and a notation to this effect shall be stated on the face of the short plat. Provided further that land in short subdivisions may not be further divided in any manner within a period of five years without the filing of a preliminary and final plat, except that when the short plat contains fewer than nine parcels, the owner may file a short plat alteration or new short plat application within the five-year period to create up to a total of nine lots within the original short plat boundaries. Any such alteration application shall be reviewed *de novo* on its own merits.

Section 56: A new Section 17.22.095 LMC entitled "Final Short Plat Approval," is created to read as follows:

Upon completion of any and all conditions of the preliminary short plat approval, or alternatively, the posting of an appropriate performance bond or cash deposit in lieu thereof to the satisfaction of the City Engineer, the developer shall present to the Community Development Department one copy of the approved short plat map for final approval and recordation. The final short plat map shall contain a certificate giving a full

and correct description of the lands divided as they appear on the plat drawing, including a statement that the subdivision of property has been made with the free consent and in accordance with the desires of the owner(s) or contractor purchasers. If the subdivision of property includes a dedication, the certification shall also contain the dedication of all streets and other areas to the public, and any other required dedications as required by LMC 17.16.020. Said certificate shall be signed and acknowledged before a notary public by all parties having any interest in the lands subdivided.

The Community Development Department shall arrange for all responsible agencies to sign the plat map, provided that the applicant may secure required approval signatures on the final plat map prior to submittal to the Community Development Department.

Pursuant to RCW 58.17.140(2), a final short plat map shall be approved, disapproved, or returned to the applicant within thirty days from the date of filing thereof, unless the applicant consents to an extension of such time period.

Development of lots created in a final short plat shall be regulated by the land use controls in effect at the time that the complete preliminary short plat application was filed, for a period of two (2) years from the date of the final short plat recordation. After two years, the lots created by the short plat shall be regulated by the land use controls then in effect.

Section 57: Section 17.22.110 LMC entitled “Large Lot Division,” is repealed

17.22.110 – Large Lot Division

~~A. Departmental Review. Large lot divisions shall be reviewed by all departments and agencies herein specified for short plats and in accordance with procedures herein specified for short plats, provided that approval shall not be automatic.~~

~~B. Approval Standards. Large lot divisions shall be subject to the same review criteria as herein specified for short plats. Approvals shall comply with 58.17.060 and 58.17.110 RCW.~~

~~C. Posting Requirements. After acceptance of a large lot application, notice of application shall be posted by the applicant on the property at its principal entry point to the nearest right of way, as determined by the Department of Community Development. Notice will be posted on a 1 1/2' x 2' waterproof sign. The sign shall be made of corrugated plastic to specifications provided by the City (see drawing No 1, Appendix A). If desired, a sign may be purchased from The City at cost to be determined by the manufacturing cost at the time of purchase. The sign(s) shall be located so as to be easily visible from the abutting street. When more than one street abuts the property, the sign(s) shall be easily visible from each street. When a proposal is within an existing subdivision, planned development district or planned unit development, an additional sign shall be posted at each major street entrance to the development as determined by the Department of Community Development. When the sign(s) is posted, the applicant shall complete and~~

~~return a notarized affidavit of posting to the Department of Community Development. The sign(s) shall be erected and maintained by the applicant within seven (7) days of the date of application and continue through the appeal period or until a decision is rendered on the appeal. The sign(s) shall be removed by the applicant within one (1) week following the decision on the application or appeal.~~

~~D. Preparation. Large Lot divisions shall be drawn and shall meet the drafting standards as herein specified for short plats.~~

~~E. Recording of Surveyed Divisions. After obtaining the reviewing authorities' approval, the County Assessor-Treasurer's Office approval must be obtained to verify that the real estate taxes are current. After obtaining said approvals all large lot divisions shall be recorded with the County Auditor and the Auditor shall collect the applicable recording fee. Each lot within the large lot division shall be numbered. Thus, future legal descriptions of a certain recorded large lot division may be referred to as "Lot of Large Lot Division No. ." The latter blank space will be the description assigned to the large lot division by the Auditor.~~

~~F. Fees, Appeals and Amendments. A non-refundable filing fee, as set forth by separate Resolution, shall accompany a large lot division when it is filed for approval with the Community Development Department. Appeals of any reviewing decision on a large lot division may be made by the Examiner. The appeal procedure and fee is the same as that herein set forth for short plats. Amendments to a large lot division shall be processed in the same manner as that herein set forth for short plats.~~

~~G. Five-Year Short Plat Restriction. Large lot divisions, or any portion thereof, shall not be further divided by short subdivision within five (5) years of the date of large lot division approval.
(Ord. 60 ? 1 (part), 1996.)~~

Section 58: Section 17.30.010 LMC entitled "Purpose," is amended to read as follows:

The purpose of this chapter is to create a permit an alternative method for dividing commercially and industrially zoned property, as authorized by RCW 58.17.035. On sites which are fully developed, the binding site plan merely creates or alters interior lot lines. In all cases the binding site plan ensures, through written agreements among all lot owners, that the collective lots continue to function as one site concerning but not limited to: lot access; interior circulation; open space; landscaping and drainage; facility maintenance; and coordinated parking.

Section 59: Section 17.30.020 LMC entitled "Applicability," is amended to read as follows:

A. Any person seeking the use of a binding site plan to divide the person's property for the purpose of sale, lease or transfer of ownership of commercially or industrially zoned

property is required to apply for, complete and have approved a binding site plan prior to any property division, as provided in RCW 58.17 and as required by this chapter.

B. The site which is subject to the binding site plan shall consist of one (1) or more contiguous lots legally created.

C. The site which is subject to the binding site plan may be reviewed independently for fully developed sites; or, concurrently with a commercial site development permit application for undeveloped land; or in conjunction with a valid commercial site development permit.

D. The binding site plan process merely creates or alters lot lines and does not authorize substantial improvements or changes to the property or the uses thereon. Improvements shall be authorized through separate zoning and building permit processes. New improvements shall be incorporated into the binding site plan as appropriate.

Section 59: Section 17.30.030 LMC entitled “Complete Application,” is amended to read as follows:

A proposed binding site plan shall be considered under the zoning and other land use control ordinances in effect on the land at the time a fully completed application is filed with the department. A complete application for binding site plan ~~application-approval~~ shall consist of:

A. A completed application form provided by the department, signed by all property owners or their authorized agents, with supporting documents as required below and which contains sufficient information to determine compliance with adopted rules and regulations including, but not limited to RCW 43.21C, SEPA as implemented by WAC 197-11; Surface Water Management; Roads Standards; Fire Code; City Environmental Procedures; Zoning; Shoreline Management; and administrative rules adopted to implement any such code or ordinance provision; Tacoma-Pierce County Health Department Board of health rules and regulations; and City approved utility comprehensive plans;

B. Six (6) full size and six (6) 11”x 17” reductions of an An-approved commercial site development permit; or, a proposed site plan prepared by a professional land surveyor, licensed in the State of Washington, in a form prescribed by the Director. At a minimum, the proposed site plan shall include:

1. The location and size of all proposed units or lots;
2. Proposed and existing structures including elevations and floor plans as known, (plans which show building envelopes rather than footprints must address include post-construction treatment of unoccupied areas of the binding envelopes);
3. All proposed or existing uses;

4. The location of proposed or existing open space including any required landscaped areas.
 5. The location and identification of critical areas;
 6. The layout of an internal vehicular and pedestrian circulation system, including proposed ingress and egress for vehicles;
 7. The number and location of proposed or existing parking spaces on and off the site;
 8. A drainage plan which will accommodate the maximum proposed square footage of impervious surface and the maximum proposed square footage of impervious surface exposed to vehicular use, subject to the requirements of City's Surface Water Design Manual or other city surface water design standards.
 9. The location and size of utility trunk lines [and service laterals](#) serving the site;
 10. The location and size of water bodies and drainage features, both natural and manmade;
 11. A grading plan showing proposed clearing and tree retention and the existing and proposed topography, detailed to five-foot contours, unless smaller contour intervals are otherwise required by the City Code or rules and regulations promulgated thereunder;
 12. A layout of sewers and the proposed water distribution system;
 13. Proposed easements and access; and
- C. A completed environmental checklist, if required by the State Environmental Policy Act and implementing ordinances;
- D. A downstream drainage analysis or any other requirement specified in the City's Surface Water Design Manual, Site Development Regulations or Surface Water Policy Ordinance;
- E. All covenants, easements, maintenance agreements or other documents regarding mutual use of parking and access;
- F. Copies of all easements, deed restrictions or other encumbrances restricting the use of the site;
- G. A phasing plan and time schedule, if the site is intended to be developed in phases or if all building permits will not be submitted within three years;

H. Documentation of the date and method of segregation for the subject property ([original tract](#)) verifying that the lot or lots were not created in violation of the short subdivision or subdivision laws in effect at the time of creation;

I. A list of any other development permits or permit applications having been filed for the same site; and

J. The payment of fees;

K. The Community Development Director may waive specific submittal requirements determined to be unnecessary for review of the application.

Section 60: Section 17.30.040 LMC entitled “Determination of Completeness,” is retitled, “Determination of Complete Application,” and amended to read as follows:

Within 28 days of receiving an application for binding site plan approval containing all information required by Section 17.~~0630~~.030 of this Code, the Community Development Department shall issue a determination of completeness or incompleteness as required by RCW ~~36.70.A.440~~ [36.70B.070](#). The Community Development Department is responsible for complying with all other requirements of RCW ~~36.70.A.440~~ [36.70B.070](#).

Section 61: Section 17.30.045 LMC entitled “Approval,” is retitled, “Review and Approval,” and amended to read as follows:

A. Procedure.

An application for a binding site plan shall be reviewed as a Process II permit type, which does not require a public hearing but does provide for public notice and comment. (See LMC 18A.02.545). The initial decision on a binding site plan application is made by the Community Development Director. The Director’s decision may be appealed to the City’s hearing examiner.

1. Upon receipt of a complete application for a binding site plan, the Community Development Department shall forward copies of the application and binding site plan map to the Public Works Department, the Fire Marshal, the Pierce County Assessor’s Office, the Pierce County Public Works Sewer Utility, the Lakewood Water District, any affected public utility agencies, and the Tacoma-County Health Department. The initial review by the departments/agencies of the proposed binding site plan shall be completed within fifteen (15) days, unless, upon the request of the Community Development Department, the applicant consents to an extension of such time period.

2. Each department or official shall either recommend approval, disapproval, or revision of the binding site plan application within the fifteen day initial review period.

3. If returned for revision , the applicant or representative shall submit six prints to the Community Development Department reflecting the required revisions within sixty days after any review comments are provided by the reviewing agencies. Should the applicant require an extension of time to satisfy the requirements that were requested during the initial thirty-day review, additional time may be granted upon written request.

4. Due to the complexity of the proposal, the applicant may desire to request the following to extend the life of the application.

a. Request in writing from the applicant that the application for the proposed binding site plan be placed on hold for due cause. "Due cause" would constitute a situation that was beyond the applicant's controls; i.e., required environmental checklist, Health Department requirement for viewing high water table on the site prior to review for waste disposal, or water availability report required by the State.

The request shall be accompanied by an estimated time line for completion of the required additional material, studies, or review. The hold will be placed upon the application for a specified period of time.

b. Request in writing by the applicant that a time extension would be necessary to provide the reviewing departments the necessary material, documents, and studies, as requested in the initial City review. The Community Development Department may provide a second additional extension, not to exceed one hundred eighty days. A fee may be charged for the extended time, per the fee schedule.

c. Any applicable time limitations for processing an application, including time limits set forth in RCW 36.70B, RCW 58.17, LMC Title 18A, or this Title, shall be tolled while the applicant responds to requests for revision or additional information within the timeframes set forth in this section.

5. The applicant is required to submit the revisions as requested, at the expiration of the allowable time line, along with six prints to the Community Development Department. The reviewing departments shall have a fourteen (14) day review period to consider the revised plans. At the conclusion of the review period, the reviewing department directors or authorized representatives shall recommend approval, approval with conditions, or denial of the binding site plan.

B. Review Criteria

The Community Development Director shall consider and base a decision to approve with or without conditions, deny, or return the application for modifications, based on:

1. A finding that the newly created lots or units will continue to function and operate as one site, for fully developed sites; or

2. Conformity of the proposed site plan with the adopted rules and regulations

listed in Section 17.30.030.A as represented in the approved site development plan, if the binding site plan is being considered with a site development plan.

3.B. The binding site plan shall contain applicable inscriptions or attachments setting forth limitations and conditions to which the plan is subject, including any applicable irrevocable dedications of property and containing a provision requiring that any development of the site shall be in conformity with the approved site plan.

4.C. The Director may modify lot-based or lot line requirements contained with the building, fire and other similar uniform codes adopted by the City.

5.D. The Director may authorize sharing of open space, parking, access and other improvements among contiguous properties subject to the binding site plan. Conditions of use, maintenance and restrictions on redevelopment of shared open space, parking, access and other improvements shall be identified on the binding site plan and enforced by covenants, easements or other similar mechanisms.

6.E. The decision of the Director ~~shall be final~~ may be appealed to the City's hearing examiner per LMC 18A.02.740.

Section 62: Section 17.30.050 LMC entitled "Recording and Binding Effect" is amended to read as follows:

A. Prior to recording, the approved binding site plan shall be surveyed and the final recording forms shall be prepared by a professional land surveyor, licensed in the state of Washington. Surveys shall include those items prescribed by RCW 58.09.060, records of survey, contents - record of corner, information;

B. The approved binding site plan recording forms shall include the following, in the format prescribed by the Director:

1. Lots designated by number on the binding site plan within the area of the lot. Tracts shall be similarly designated and each tract shall be clearly identified with the ownership and purpose;

2. Signature and stamp of the land surveyor who prepared the binding site plan;

3. Reference to the recording number of the completed survey as required by this section if the boundaries have been previously surveyed;

4. Reference to all agreements or covenants required as a condition of approval;

5. Notarized signatures of all persons having an ownership or security interest in the land being divided;

6. Approval of the City Engineer ~~Engineering Manager~~;

7. Approval of the Director.

C. The Director shall examine and sign the approved binding site plan if it conforms with the commercial site development permit or the approved site plan and all conditions of approval. Binding site plans shall be recorded with the Pierce County ~~Records and Elections Division~~ Auditor's Office with a record of survey.

D. Lots, parcels, or tracts created through the binding site plan procedure shall be legal lots of record. All provisions, conditions, and requirements of the binding site plan shall be legally enforceable on the purchaser or any other person acquiring a lease or other ownership interest of any lot, parcel, or tract created pursuant to the binding site plan.

E. Any sale, transfer, or lease of any lot, tract, or parcel created pursuant to the binding site plan, that does not conform to the requirements of the binding site plan or without binding site plan approval, shall be considered a violation of chapter 58.17 RCW and shall be restrained by injunctive action and be illegal as provided in chapter 58.17 RCW.

F. Property subject to a binding site plan shall be governed by the terms of approval of the binding site plan, and the statutes and ordinances, and regulations in effect at the time of preliminary approval for a period of one (1) year. Any building permits issued pursuant to a binding site plan shall vest the specific improvement during the period that the building permit is active and valid. After one year, any new improvements shall be subject to the land use regulations and building codes then in effect, unless otherwise specified in the terms of the binding site plan approval.

Section 63: Section 17.30.070 LMC entitled "Administrative Rules," is amended to read as follows:

As part of the binding site plan approval, the Director may promulgate administrative rules and regulations to implement the provision and the requirements of this chapter the terms of the binding site plan approval with regard to future land uses and development on the subject property.

Section 64: Section 17.34.010 LMC entitled "Applicability," is amended to read as follows:

17.34.010 – Applicability

Binding site plans are required for residential condominium projects which propose to subdivide (overtly or in effect) land into separate lots. Binding site plans are not required for condominiums which hold the underlying land as a single undivided parcel.

A. This process may be used to divide land by the owner of any legal lot which is to be developed for residential condominiums pursuant to RCW 64.32. A binding site plan for a residential condominium project shall be based on either a recorded final planned unit development, a building permit issued for the entire project, or a conceptual site plan as

~~set forth in Section 17.34.040 of this chapter.~~

~~B. This process is separate from other site plan review processes including the mobile home park plan, the planned unit development, and the manufacturing park site plan provisions of the Zoning Code, and shall not be construed to substitute for the requirements of such processes.~~

Section 65: Section 17.34.020 LMC entitled “Planned Unit Developments,” is repealed as follows:

~~Whenever a binding site plan for a residential condominium development is proposed on a parcel for which a final planned unit development has been recorded, a copy of the planned unit development site plan shall be recorded as the binding site plan upon verification by the Director that the binding site plan is the same as or contains the relevant details of the planned unit development site plan.~~

Section 66: Section 17.34.030 LMC entitled “Building Permits,” is retitled, “Binding Site Plan for Approved Residential Project,” and amended to read as follows:

Whenever a binding site plan for a residential condominium development is proposed on a parcel of land for which a building permit has been issued for the entire project, the following must be satisfied prior to recording:

A. A plan shall be prepared in a form prescribed by the Director which is adequate for permanent retention by the Pierce County ~~Auditor’s Office records and elections division.~~

B. The plan must be prepared by a registered land surveyor or civil engineer.

C. The plan must substantially reflect the site plan approved for the building permit. Specific details not relevant to the division of land may be omitted.

D. The plan must be verified by the ~~D~~irector for compliance with the approved building permit. The Director may require dedication of additional right-of-way for public streets.

E. The legal description and map must be verified by the ~~City Engineer Engineering Manager.~~

Section 67: Section 17.34.040 LMC entitled “Conceptual Plans,” is amended to read as follows:

Whenever a binding site plan for a residential condominium project is proposed on a parcel of land for which ~~neither a planned unit development nor a building permit a development plan~~ has ~~not yet~~ been approved for the entire parcel, the following ~~must be satisfied prior to recording plans must be submitted with the application:~~

A. A conceptual site plan shall be prepared in a form prescribed by the Director which includes the following information:

1. Maximum number of dwelling units permitted.
2. Approximate size and location of all proposed buildings.
3. Approximate layout of an internal vehicular circulation system, including proposed ingress and egress.
4. Approximate location of proposed open space, including required landscaped areas, if any.
5. Approximate location of proposed parking areas.
6. Location and size of utility trunk lines serving the site.
7. Topography detailed to five-foot contours.

B. Upon application the Director shall distribute copies to public agencies having pertinent expertise or jurisdiction for review and comment.

C. The Director shall consider, and base his decision to approve with or without conditions, deny or return the [binding site plan](#) application on the following:

1. Conformance of the proposed site plan with ~~any approved building permit or planned unit development and any conditions on a portion of the site, and with any applicable codes and ordinances~~ of the State of Washington and the City. The Director shall identify, to the extent feasible, conditions likely to be imposed on building permits related to dedication of right-of-way or open space, and tracts, easements or limitations which may be proposed or required for utilities, access, drainage controls, sanitation, water supply, protection of sensitive areas or other unique conditions or features which may warrant protection of the public health, safety, and welfare. Such preliminary conditions ~~shall may~~ not be binding at the time of building permit approval, ~~unless they would be required for the same project being developed without a binding site plan.~~

2. The recommendations and comments of agencies having pertinent expertise or jurisdiction.

3. The Director may require dedication of additional road right-of-way pursuant to city ordinance.

D. Additional documents shall be submitted as necessary for review and approval which may include a plat certificate, boundary survey, agreements, easements and covenants.

E. The [development](#) plan must be approved and signed by the ~~City Engineer Engineering Manager.~~

F. Prior to recording, the Director shall verify the final plan and any attachments to determine whether the binding site plan is accurate and complete and complies with any conditions ~~or of~~ approval. Approval of a conceptual plan ~~does not give will provide~~ the applicant a vested right to build the approved project without regard to subsequent changes in zoning or building codes or other applicable land use regulations for a period of one (1) year from the date of the preliminary approval prior to application for a building permit on the subject property. Any building permits issued pursuant to the approved binding site plan shall vest the specific improvement during the period that the building permit is active and valid. After one year, any new improvements shall be subject to the land use regulations and building codes then in effect unless otherwise specified in the terms of the binding site plan approval. A statement shall be placed on the binding site plan map that notes the vesting status.

Section 68: Section 17.34.060 LMC entitled “Recording,” is amended to read as follows:

The proposed binding site plan approved by the Director shall be recorded with the Pierce County Auditor’s Office Records and Elections Division within thirty days of approval. Upon recording, the site plan shall be binding on the owner, his heirs and assigns, and shall permit the division of land within the site. Divisions shall only be permitted upon the filing of a declaration under the Horizontal Regimes Act, Chapter 64.32 or 64.34 RCW, provided the structure or structures, road and parking systems, and related facilities substantially conform to the recorded binding site plan.

Section 69: Section 17.34.070 LMC entitled “Amendments and Rescindment,” is amended to read as follows:

A. Amendment of a recorded residential condominium binding site plan shall be accomplished by following the same process as required for a new application as set forth in this chapter.

B. Upon the request of the owner or owners of a legal lot or lots subject to a recorded binding site plan, the Director shall rescind all or a portion of a binding site plan, provided that any portion of a binding site plan which is rescinded shall be considered to be one lot unless divided by an approved subdivision or short subdivision.

C. Signatures of owners of portions of a binding site plan which are not altered by an amendments or rescission are not required on the amended binding site plan or application for rescission.

Section 70: Section 17.38.010 LMC entitled “Purpose,” is amended to read as follows:

The purpose of this Chapter is to clearly delineate the criteria used by City departments to review boundary line adjustments. Boundary line adjustments provide a procedure for

~~minor or insignificant~~ changes in property lines where no new lots, units, or parcels are created. A boundary line adjustment is generally exempt from the provisions of RCW 58.17. intended to apply to minor boundary changes, to correct a controversy regarding the location of a boundary line, or to remedy adverse topographical features. A boundary line adjustment does not apply to boundary changes that would result in increased development or density otherwise regulated by applicable City land use codes and regulations, or to actions requiring replat, amendment, alteration, or vacation of a plat or short subdivision. This Chapter is also intended to insure compliance with the Survey Recording Act.

Section 71: Section 17.38.020 LMC entitled “Scope,” is amended to read as follows:

The boundary lines separating two lots of record may only be adjusted under the provisions of this Chapter. Extinguishing such lot lines or the merger of lots is ~~not also~~ considered a boundary line adjustment subject to the requirements of this Chapter. Actions which change or impair conditions or requirements imposed by previous platting decisions must be accomplished pursuant to the Subdivision Regulations. Boundary line adjustments shall not:

- A. Create any additional lot, tract, parcel, site, or division;
- B. Result in a lot, tract, parcel, site, or division which contains increased density or insufficient area or dimension to meet the minimum requirements for area and dimension as set forth in the land use and health codes and regulations. This provision shall not be construed to require correction or remedy of pre-existing non-conformities or substandard conditions;
- C. Diminish or impair drainage, water supply, existing sanitary sewage disposal, and access or easement for vehicles, utilities, and fire protection for any lot, tract, parcel, site, or division;
- D. Create or diminish any easement or deprive any parcel of access or utilities;
- E. Increase the nonconforming aspects of an existing nonconforming lot;
- F. Replat, alter, or vacate a plat or short subdivision; ~~or~~
- G. Amend the conditions of approval for previously-platted property;-
- H. Reduce the overall area in a plat or short plat devoted to open space;
- I. Involve lots which do not have a common boundary;
- J. Circumvent the subdivision or short subdivision procedures set forth in this title. Factors which indicate that the boundary line adjustment process is being used in a

manner inconsistent with statutory intent include: numerous and frequent adjustments to the existing lot boundary, a proposal to move a lot or building site to a different location, and a large number of lots being proposed for a boundary line adjustment; or

K. Be inconsistent with applicable city code.

Section 72: Section 17.38.030 LMC entitled “Application,” is amended to read as follows:

A. Applications for boundary line adjustments shall be made on forms provided by the City Community Development Department and shall be submitted to the Community Development Department with one original ~~Mylar~~ (may be deferred) and five paper copies of a plan signed and stamped by a professional land surveyor, drawn to scale with accurate dimensions, clearly showing the following information:

1. The proposed lines for all affected lots, indicated by heavy solid lines;
2. The existing lot lines proposed to be changed, indicated by heavy broken lines;
3. The location ~~and dimensions~~ of all structures/improvements existing upon the affected lots and the distance between structure/improvements and the proposed lot/boundary lines;
4. The original legal description of the entire property together with new separate legal descriptions for each parcel, labeling them specifically as Parcel A, Parcel B, etc.;
5. The position of Rebar and caps set at each new property corner;
6. All parcel numbers of affected lots;
7. The location of the property to Quarter/Quarter Section;
8. The location and dimensions of any drain field, easement, or right-of-way existing within or adjacent to any affected lots;
9. The area and dimensions of each lot following the proposed adjustment;
10. The existing, and if applicable, proposed future method of sewage disposal for each affected lot.

B. Zoning Designations shall follow boundary lines of separate lots and parcels. Where a zoning map or comprehensive plan map appears to reflect a division of a ~~separate single~~ lot or parcel into two zoning districts, the zoning district covering the majority of the lot or parcel shall control and shall be the zoning district for the entire parcel each portion of that lot shall be subject to all the regulations applicable to the district in which it is located; except, lands which fall partially into and partially out of the McChord Air

Corridors, as designated in the comprehensive plan, shall be exempt from this interpretation.

C. Where a boundary line adjustment is sought to facilitate development of the affected property, the City shall be entitled to require compliance with the subdivision, zoning, and site development standards of the City as a condition of approval of the boundary line adjustment.

D. The total change(s) in lot size resulting from one or more boundary line adjustments shall not produce a lot smaller than the minimum developable lot size for the zoning district in which the lot is located as of the time of the completion of the boundary line adjustment(s).

~~E. Record of Survey for Boundary Line Adjustments.~~

~~1. The Mylar shall be titled on the top of the page, in large capital letters, as follows:
RECORD OF SURVEY FOR BOUNDARY LINE ADJUSTMENT~~

~~2. A note shall be placed on the Mylar that reads as follows:~~

~~THIS BOUNDARY LINE ADJUSTMENT IS NOT A PLAT, REPLAT, OR SUBDIVISION.~~

~~APPROVAL OF A BOUNDARY LINE ADJUSTMENT IS NOT A GUARANTEE THAT FUTURE PERMITS WILL BE GRANTED FOR ANY STRUCTURE OR DEVELOPMENT WITHIN A LOT AFFECTED BY A BOUNDARY LINE ADJUSTMENT.~~

~~3. All requirements of Chapter 58.09 RCW and 332-130 WAC governing minimum standards for land boundary surveys shall be met and a note shall be placed on the Mylar that reads as follows:~~

~~THIS SURVEY COMPLIES WITH ALL STANDARDS AND GUIDELINES OF THE "SURVEY RECORDING ACT" CHAPTER 58.09 RCW AND 332-130 WAC.~~

~~F. Boundary line adjustment applications shall be submitted to the Community Development Department with a preliminary title report on forms approved by that Department with liability for errors not to exceed the value of the affected lots, as determined by the assessed value on the date of approval. The preliminary title report shall set forth all persons having an interest in the lots affected by the boundary line adjustment. The preliminary title report must be dated no more than 30 days prior to application and must be updated to the date of boundary line adjustment approval, without cost to the City.~~

~~G. The Mylar for recording in the Auditor's Office shall contain all survey information required for a Record of Survey under the "Survey Recording Act", Chapter 58.09 RCW~~

~~and 332-130 WAC, together with the following additional signature blocks, which shall be fully executed before approval:~~

~~SURVEYOR'S CERTIFICATE~~

~~This map correctly represents a survey made by me or under my direction in conformance with the requirements of Survey Recording Act at the request of on _____, 19__.~~

~~Certificate Number _____~~

~~Surveyor _____~~

~~COMMUNITY DEVELOPMENT DEPARTMENT~~

~~_____
Community Development Director Date~~

~~CITY ASSESSOR-TREASURER~~

~~I hereby certify that all state and city taxes heretofore levied against the property described hereon, according to the books and records of my offices, have been fully paid.~~

~~_____
Deputy Assessor/Treasurer _____ Date~~

~~Reviewed for Segregation _____~~

~~_____
Deputy Assessor/Treasurer _____ Date~~

~~H. A Free Consent Statement, as shown below, shall be inked on the Mylar. This shall be signed and notarized, prior to submittal, in permanent black ink, by all parties having interest in the property. Owners' names shall also be lettered below the signatures.~~

~~The undersigned agree that the boundary line adjustment set forth herein is made with the free consent and in accordance with the desires of the owners.~~

~~(Black Ink Seal. Paper Press Seals Will Not Be Accepted)~~

~~Notary Seal~~

~~I hereby certify that the above individual(s) signed as a free and voluntary act and deed for the uses and purposes herein mentioned.~~

~~Given under my hand and seal this _____ day of _____, 20____.~~

~~_____, NOTARY PUBLIC, in and for the State of Washington, residing at _____.~~

~~I. An application for a boundary line adjustment shall be accompanied by a non-refundable Planning review fee as set forth in separate Resolution.~~

Section 73: A new Section 17.38.035 LMC entitled “Record of Survey,” is created to read as follows:

A. The Plat map shall be titled on the top of the page, in large capital letters, as follows: *RECORD OF SURVEY FOR BOUNDARY LINE ADJUSTMENT*

B. A note shall be placed on the plat map that reads as follows:

THIS BOUNDARY LINE ADJUSTMENT IS NOT A PLAT, REPLAT, OR SUBDIVISION.

APPROVAL OF A BOUNDARY LINE ADJUSTMENT IS NOT A GUARANTEE THAT FUTURE PERMITS WILL BE GRANTED FOR ANY STRUCTURE OR DEVELOPMENT WITHIN A LOT AFFECTED BY A BOUNDARY LINE ADJUSTMENT.

C. All requirements of Chapter 58.09 RCW and 332-130 WAC governing minimum standards for land boundary surveys shall be met and a note shall be placed on the plat map that reads as follows:

THIS SURVEY COMPLIES WITH ALL STANDARDS AND GUIDELINES OF THE "SURVEY RECORDING ACT" CHAPTER 58.09 RCW AND 332-130 WAC.

D. Boundary line adjustment applications shall be submitted to the Community Development Department with a preliminary title report on forms approved by that Department with liability for errors not to exceed the value of the affected lots, as determined by the assessed value on the date of approval. The preliminary title report shall set forth all persons having an interest in the lots affected by the boundary line adjustment. The preliminary title report must be dated no more than 30 days prior to application and must be updated to the date of boundary line adjustment approval, without cost to the City.

E. The plat map submitted for recording in the Auditor's Office shall contain all survey information required for a Record of Survey under the "Survey Recording Act", Chapter 58.09 RCW and 332-130 WAC, together with the following additional signature blocks, which shall be fully executed before approval:

SURVEYOR'S CERTIFICATE

This map correctly represents a survey made by me or under my direction in conformance with the requirements of Survey Recording Act at the request of on
, 20 .

Certificate Number

Surveyor

COMMUNITY DEVELOPMENT DEPARTMENT

Community Development Director Date

CITY ASSESSOR-TREASURER

I hereby certify that all state and city taxes heretofore levied against the property described hereon, according to the books and records of my offices, have been fully paid.

Deputy Assessor/Treasurer Date

Reviewed for Segregation

Deputy Assessor/Treasurer Date

F. A Free Consent Statement, as shown below, shall be inked on the Plat map. This shall be signed and notarized, prior to submittal, in permanent black ink, by all parties having interest in the property. Owners' names shall also be lettered below the signatures.

The undersigned agree that the boundary line adjustment set forth herein is made with the free consent and in accordance with the desires of the owners.

(Black Ink Seal. Paper Press Seals Will Not Be Accepted)

Notary Seal

I hereby certify that the above individual(s) signed as a free and voluntary act and deed for the uses and purposes herein mentioned.

Given under my hand and seal this _____ day of _____, 20__.

_____, NOTARY PUBLIC, in and for the State of Washington, residing at _____.

G. An application for a boundary line adjustment shall be accompanied by a non-refundable Planning review fee as set forth in separate Resolution.

Section 74: Section 17.38.040 LMC entitled “Administrative Review,” is amended to read as follows:

~~An completed~~ application for a boundary line adjustment shall be processed as a Process I permit action. approved, returned to the applicant for modifications, or denied within 30 days of its receipt by the Community Development Department. The Department shall not be considered to be in receipt of a complete application unless and until such time as the applicant meets the requirements of Section 17.38.030, as determined by the Community Development Director or his/her designee.

A. The Community Development Department may forward a copy of the proposed boundary line adjustment to the ~~Engineering/Public Works Department City Engineer, to the Fire Chief Marshal, and to the Tacoma-Pierce Health Department, and or~~ to any other County Department or Division which may be affected.

B. A copy of the proposed boundary line adjustment shall be forwarded to the Assessor-Treasurer's Office. The Assessor-Treasurer's Office shall review the boundary line adjustment for accuracy of legal description, ownership, lot dimensions, and improvements on the lots.

C. The Departments shall review the proposed boundary line adjustment against the purpose and scope described in 17.38.010 and 17.38.020 respectively and submit any comments to the Community Development Department no later than 30 days ~~of date of application~~ from the date of the agency transmittal.

D. If the Department of Community Development determines that an application for boundary line adjustment may impair drainage, water supply, existing sanitary sewage

disposal, access or easement for vehicles, utilities, or fire protection for any lot, tract parcel, site, or decision, it shall refer the application to the appropriate department for review.

E. Following receipt of the comments of consulted departments under Subsection A. above, but in no case later than ~~30-60~~ days from receipt of completed application, the Director or his/her designee shall approve or deny the requested adjustments.

F. After approval, the applicant's surveyor must record the survey of boundary line adjustment, together with deeds of conveyance signed by parties disclosed in the title report when the adjusted boundary separates different ownerships. If the record of survey and required deeds of conveyance have not been recorded within 30 days of boundary line approval, the boundary line adjustment shall be null and void.

G. The approval of a boundary line adjustment shall not be a guarantee that future permits will be granted for any structure or development within a lot affected by the boundary line adjustment.

H. An aggrieved person may appeal the Director's decision on a boundary line adjustments to the Hearing Examiner, in accordance with procedures described in [LMC 18A.02.740 City Codes](#). The Hearing Examiner's decision shall be final, ~~unless appealed to the City Council.~~

Section 75: Section 17.42.010 LMC entitled "Record of Proceeding," is amended to read as follows:

17.42.010 - Record of Proceedings

A summary of all hearings and public meetings before the ~~Hearing Examiner and the Council~~ shall be preserved in a reasonable manner as required by law, which may include a tape recorded record.

The appellant shall be responsible for paying all reasonable costs for transcribing the record of relevant hearings or meetings.

Section 77: A new Section 17.42.045 LMC entitled "Affidavit of Correction," is created to read as follows:

A. Any map page or document on file with the Pierce County Auditor/Recorder's Office under the provisions of this title that contains an error in fact or omission may be amended by an affidavit of correction. The following types of errors may be corrected by affidavit:

1. Any bearing, distance or elevation omitted from the recorded document;

2. An error in any bearing, distance or elevation shown on the recorded document;

3. An error in the description of the real property shown on the recorded document;

4. An error in the field location of any shown easement; or

5. Any other error or omission where the error or omission is ascertainable from the data shown on the recorded document.

B. Nothing in this section shall be construed to permit changes in courses, distances or elevations for the purpose of redesigning lot or tract configurations.

C. The affidavit of correction shall contain the seal and signature of the land surveyor making the correction.

D. The affidavit of correction shall set forth in detail the corrections made and show the names of the present fee owners of the property materially affected by the correction. The notarized signatures of the owners shall be required, if deemed necessary by the department.

E. The affidavit of correction form, as provided by the community development department, shall be submitted to the department for review and approval and shall include signatures of the development engineer, the director of the department, and the Pierce County Assessor. After department approval, the affidavit shall be recorded with the Pierce County Auditor's Office Submittals shall include payment of applicable fees.

F. Should a nonsurvey-related error occur on the recorded document as a result of information required to be placed on the document by the department, the department's responsible land surveyor may prepare the affidavit providing the original land surveyor has no objections. The seal and signature of the department's responsible land surveyor making the correction shall be affixed to the affidavit. A copy of the affidavit shall be mailed by the department to the original land surveyor following recording.

Section 76: Section 12A.10.020 LMC entitled "Wastewater Disposal," is amended to read as follows:

All development proposals shall be served by a wastewater disposal system, including both collection and treatment facilities as follows.

A. For the issuance of a building permit, preliminary plat approval, or other land use approval for an existing lot of record, documentation shall be provided indicating that the disposal system for the project site is consistent with adopted rules and regulations of Pierce County Sewer Utility and/or the Tacoma Pierce County Health Department;

B. Prior to the issuance of a certificate of occupancy for a building or change of use permit, the applicant shall provide documentation to the City that an approved wastewater disposal system has been properly installed to serve each building, unit, tenant space, or lot; and

C. All new subdivisions, including short plats, preliminary and final plats, binding site plans and condominium conversions shall require connection to the public sewer system prior to recordation of the subdivision instrument. An appropriate financial guarantee may be posted with the sewer utility, health department, or the City of Lakewood prior to physical connection at the discretion of the City Engineer and Community Development Director.

~~C. Prior to recording a final plat, final short plat, or binding site plan the approved wastewater disposal system shall be installed to serve each lot respectively, or an appropriate financial guarantee shall be posted with the sewer utility or Health Department.~~

Section 77: Section 12A.15.060 LMC entitled "Mandatory Connection," is amended to read as follows:

A. After service and recording of a Notice of Availability, as described in section 12.15.030, an interim on-site septic system may be allowed to remain in use for five years from the date of recording. An interim on-site septic system will be allowed to remain in use after the passage of that five year period only if the property owner applies for and receives a deferral of the requirement to connect as outlined in LMC 12A.15.090 and 12A.15.100. No deferral of connection shall extend use of an interim on-site septic system longer than eight years after the recording of a Notice of Availability.

B. Use of interim on-site septic systems on property within the City of Lakewood shall be discontinued, and connection to the public sewer system mandated, upon the occurrence of any the following events:

1. When a septic tank, drain field or other private sewerage disposal system becomes inoperable in accordance with the provisions determination of the authorized public health official or authority;

2. Should the City receive a permit or application proposing a change that intensifies in the use of a structure or residence served by an interim on-site septic system, connection to the public sewer system will be mandated prior to issuance of a certificate of occupancy or prior to issuance of any applicable permit, license or approval;

3. Prior to issuance of a certificate of occupancy for a newly constructed structure upon a property;

4. Upon the sale of a property within the City, the purchaser shall be required to connect to the public sewer system prior to occupancy or use of a structure;

5. As necessary to meet planning and development regulations, including issuance of discretionary permits, land use variances, ~~subdivisions, condominium formation, lot combinations and binding site plans,~~ and site development permits where the public health, safety and welfare would be served by mandating connection to the public sewer system;

6. Should lands, buildings or structures be found to exist in a state of public nuisance or in a condition that violates any applicable public health or building code, law or regulation, through issuance of an order to repair or remove such condition, in the discretion of the City Manager, or designee thereof, the owner may be ordered to connect to an available public sewer in order to cure such condition or violation.

7. At the time that any property is proposed to be subdivided, subjected to a binding site plan, or subject to the formation of a condominium.

Section 78: Section 12A.15.100 LMC entitled “Criteria for Granting Deferrals,” is amended to read as follows:

A. Upon receipt of a written request for a deferral, the City Manager, or designee, shall evaluate such a request under the following criteria or any combination of the following criteria:

1. Whether mandatory connection would be a hardship to an elderly or disabled person, which hardship would be lessened by allowance of a deferral.
2. Whether the requestor, by virtue of age or disability, has qualified for government subsidies, or reduced tax or utility payments.
3. Whether the application evidences that the useful life of the structure or structures upon the property is shorter than the period of deferral requested.
4. Whether the property owner has provided sufficient evidence that structures upon the property will be improved, demolished or rehabilitated, and that deferral is appropriate to facilitate future work contemplated upon the structures or property within the term of the deferral.
5. Whether the cost of connection to an available sewer system, when compared to the combined assessed value of the property and improvements upon the property, exceeds more than 10% of the value of the property.
6. Whether a public entity or agency plans to sell, decommission or close facilities or structures.

B. Upon receipt of a request for a deferral under this section, the City Manager, or designee, shall act within a reasonable period of time in responding to said request. For the purposes of this section, City action upon a deferral request includes requesting additional information from the requester or scheduling an interview with the requestor.

C. A determination of a deferral request shall be made in writing and mailed to the requestor at the mailing address provided in the request.

D. A determination on a request for deferral may impose conditions upon the requestor. Within the discretion of the City Manager, or designee, the requestor may be required to file a voluntary compliance agreement in the public records, acknowledging that the requestor will connect to the public sanitary sewer system upon occurrence of a specific event or upon expiration of the deferral period. Further, approval of a deferral requires the requestor to pay the Availability Charge. Additional conditions may, within the discretion of the City Manager, or designee, be added that are lawful and relevant to the nature of any deferral.

E. A determination of a deferral request shall be considered an administrative order of the City.

F. No deferral may be granted for a period of time that extends beyond eight years from the City's recording of a Notice of Availability, absent an application to and approval by the City Manager, or the designee thereof.

G. No deferrals shall be granted where connection to the public sewer system is required pursuant to LMC 12A.15.060.B.

Section 79: Section 18A.50.195 LMC entitled “Concurrency,” is amended to read as follows:

A. All new development and improvements, expansion, or intensification of an existing use shall be connected, at applicant expense, to a public primary infrastructure system to support the use.

B. If primary infrastructure is not available to the site or the existing infrastructure does not contain sufficient capacity to support the proposed development, the City may not:

1. Issue development permits which would allow for an increase in the amount of infrastructure demand generated from the site.

2. Permit the division of the property that provides for increased potential for development or demand for infrastructure. All new subdivisions, including short plats, preliminary/final plats, binding site plans and condominium conversions shall require connection to the public sewer system prior to recordation of the subdivision instrument.

C. Primary infrastructure includes, but is not limited to:

1. Sanitary sewer.
2. Water.
3. Transportation and transit facilities.
4. Stormwater.
5. Electrical.
6. Police, fire, and emergency medical.

D. The use of septic systems shall be limited to system replacement or as otherwise permitted by the Pierce County Health Department and approved by the City Engineer.

Section 80: Severability. If any section, sentence, clause, or phrase of this ordinance should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity of any other section, sentence, clause, or phrase of this ordinance.

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Section 81: Effective Date. This ordinance shall take place thirty (30) days after its publication or publication of a summary of its intent and contents.

ADOPTED by the City Council this 2nd day of February, 2015.

CITY OF LAKEWOOD

Don Anderson, Mayor

Attest:

Alice M. Bush, MMC, City Clerk

Approved as to Form:

Heidi A. Wachter City Attorney

City of Lakewood
Lakewood City Hall
6000 Main Street SW
Lakewood, WA 98499
(253) 589-2489

(Legal Notice)

February 3, 2015.

**NOTICE OF ORDINANCE PASSED
BY LAKEWOOD CITY COUNCIL**

The following is a summary of an Ordinance passed by the City of Lakewood City Council on the 2nd day of February, 2015.

SUBSTITUTE ORDINANCE NO. 591

AN ORDINANCE of the City Council of the City of Lakewood, Washington, amending Chapters 17.02, 17.06, 17.10, 17.14, 17.18, 17.22, 17.30, 17.34, 17.38, 17.42, 12A.10, 12A.15 and 18A.50 and creating Chapters 17.04 and 17.16 of the Lakewood Municipal Code relative to the Subdivision of Land.

This ordinance shall take place thirty (30) days after its publication or publication of a summary of its intent and contents.

The full text of the Ordinance is available at the City Clerk's Office, Lakewood City Hall, 6000 Main Street SW, Lakewood, Washington 98499, (253) 589-2489. A copy will be mailed out upon request.

Alice M. Bush, MMC, City Clerk

Published in the Tacoma News Tribune: _____

REQUEST FOR COUNCIL ACTION

DATE ACTION IS REQUESTED: February 2, 2015	TITLE: Ordinance amending the municipal code, deleting the term Planning Advisory Board and replacing it with Planning Commission.	TYPE OF ACTION: <input checked="" type="checkbox"/> ORDINANCE NO. 604 <input type="checkbox"/> RESOLUTION <input type="checkbox"/> MOTION <input type="checkbox"/> OTHER
REVIEW: February 2, 2015	ATTACHMENTS: Draft Ordinance	

SUBMITTED BY: David Bugher, Assistant City Manager for Development Services/Community Development Director

RECOMMENDATION: It is recommended that the Mayor and City Council adopt the attached Ordinance adding a new Section 02.90.060, amending Sections 14.2.040, 18A.2.215, 18A.2.410, 18A.2.415, 18A.2.440, 18A.2.445, 18A.2.502, 18A.2.560, and 18A.90.200.

DISCUSSION:

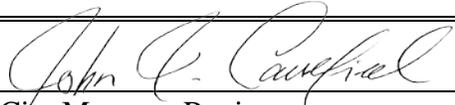
Summary: The City Council formed a Council Committee to examine the consolidation of city boards and committees. This Committee, in part, recommended to the full City Council that the name of the Planning Advisory Board be deleted and replaced with the term Planning Commission. On September 15, 2014, the Council considered the proposal, and approved same by adopting Ordinance No. 594. This ordinance repealed Chapters 2.12, 2.21, 2.25, 2.28 and 2.44, amending Chapter 2.38 and creating Chapters 2.26, 2.67 and 2.68 of the Lakewood Municipal Code relative to all citizens advisory boards, committees and commissions. However, there are other references to the term planning advisory board found in the City’s environmental and land use and development regulations. This ordinance makes the necessary corrections to these two chapters.

Authorization/Guidelines: Pursuant to RCW 36.70A.106(3)(b), amendments to the City’s land use and development regulations require State Department of Commerce review. Notice of the proposed amendments was submitted on December 30, 2014. To-date no comments have been received.

Lakewood Municipal Code (LMC) Section 18A.2.420 requires City Council approval of amendments to the land use and development regulations, and other sections also establish procedures by which the Planning Commission reviews such amendments and makes recommendations to the City Council.

ALTERNATIVE(S): There are no alternatives.

FISCAL IMPACT: None.

<p>_____ Prepared by</p> <p>_____ Department Director</p>	 City Manager Review
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DISCUSSION, CONTINUED:

Public Notice: Public notice of the proposed Ordinance Amendment was published in The News Tribune newspaper on or about January 2, 2015. Notices were also posted at City Hall locations. City staff also contacted the Pierce County Master Builders Association. To-date, no public comments have been received.

Environmental Review: The proposal was reviewed for compliance with SEPA. The project was found to be categorically exempt, under WAC 197-11-800 (19):

“(19) Procedural actions. The proposal, amendment or adoption of legislation, rules, regulations, resolutions or ordinances, or of any plan or program shall be exempt if they are:

(a) Relating solely to governmental procedures, and containing no substantive standards respecting use or modification of the environment.

(b) Text amendments resulting in no substantive changes respecting use or modification of the environment.

(c) Agency SEPA procedures.”

Required Findings:

- A. The proposed amendment is consistent with the comprehensive plan.
 - The proposed amendments have no effect on the adopted comprehensive plan.
- B. The proposed amendment and subsequent development of the site would be compatible with development in the vicinity.
 - Not applicable.
- C. The proposed amendment will not unduly burden the transportation system in the vicinity of the property with significant adverse impacts which cannot be mitigated.
 - Not applicable.
- D. The proposed amendment will not unduly burden the public services and facilities serving the property with significant adverse impacts which cannot be mitigated.
 - Not applicable.
- E. The proposed amendment will not adversely affect the public health, safety and general welfare of the citizens of the city.
 - The proposed amendments have no impact on the community’s public health, safety and general welfare
- F. The entire range of permitted uses in the requested zoning classification is more appropriate than the entire range of permitted uses in the existing zoning classification, regardless of any representations made by the petitioner as to the intended use of subject property.
 - Not applicable.
- G. Circumstances have changed substantially since the establishment of the current zoning map or zoning district to warrant the proposed amendment.
 - The circumstance which has changed has been the City Council’s desire to consolidate boards and committees. This process has been underway for over a year.

H. The negative impacts of the proposed change on the surrounding neighborhood and area are largely outweighed by the advantages to the city and community in general, other than those to the individual petitioner.

→ The proposed amendments have no impact on surrounding neighborhoods.

Analysis/Statement of the Issues: On September 15, 2014, the City Council passed Ordinance 594 creating a Planning Commission and deleting the former Planning Advisory Board (PAB). However, multiple provisions within the LMC continue to cross-reference the term PAB. A new ordinance has been promulgated to improve consistency in language. Three basic amendments are proposed.

The first amends the City's administrative title, Title 2, Section 2.90.060. It would read as follows:

“All references to the Planning Advisory Board in other sections of the Lakewood Municipal Code, unless the context reflects otherwise, shall be construed as meaning the Planning Commission provided for in this Chapter.”

The second amendment modifies the State Environmental Policy Act (SEPA), Title 14, Section 14.02.030.

The third amendment modifies the City's land use and development regulations, Title 18A. These amendments delete the term Planning Advisory Board and replace it with Planning Commission.

The three amendments make no changes in current land use policy, or modifications in procedure. This proposal is a change in nomenclature.

Planning Commission Recommendation: The commission conducted a public hearing on January 21, 2015. No public comments were received. The hearing was closed. Thereafter, the commission adopted Resolution No. PC-01-15, approving amendments to the municipal code, correcting nomenclature by removing the term planning advisory board and replacing it with planning commission for the code sections referenced above.

ORDINANCE NO. 604

AN ORDINANCE of the City Council of the City of Lakewood, Washington, creating a new Section 02.90.060 and amending Sections 14.02.040, 18A.02.215 18A.02.410. 18A.02.415, 18A.02.440; 18A.02.445; 18A.02.502 ; 18A.02.560; 18A.02.565; 18A.02.720, 18A.90.200 of the Lakewood Municipal Code; relative to cross-references to the Planning Commission.

WHEREAS, on September 15, 2014, the City Council passed Ordinance 594 creating a Planning Commission and abolishing the former Planning Advisory Board (PAB); and

WHEREAS, multiple provisions within the Lakewood Municipal Code continue to provide cross-references to the PAB; and

WHEREAS, these provisions should be updated to direct to the responsibilities of the Planning Commission;

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

Section 1: A new Section 02.90.060 Lakewood Municipal Code (LMC) entitled, "Construction of Planning Advisory Board," is created to read as follows:

All references to the Planning Advisory Board in other sections of the Lakewood Municipal Code, unless the context reflects otherwise, shall be construed as meaning the Planning Commission provided for in this Chapter.

Section 2: Section 14.02.040 LMC entitled "Additional Definitions," is amended to read as follows:

In addition to those definitions set forth in Section 14.02.030, the following words and terms shall have the following meanings, unless the context indicates otherwise:

A."Advisory body" means any body, established by the City Council, the responsibilities of which include review of development proposals for the purpose of making recommendations to the Council.

B.Council means the City Council of the City of Lakewood.

C."Department" means the Department of Community Development.

D."Development" means the rezoning of property, the subdivision of land, the construction of buildings, or any physical alteration of the land which is subject to City approval and to the requirements of SEPA.

E."Hearing Examiner" means the City Hearing Examiner as established by City of Lakewood Ordinance No. 13.

F."SEPA" means Chapter 43.21C Revised Code of Washington (RCW), as now existing or as may subsequently be amended.

G."SEPA rules" means Chapter 197-11 Washington Administrative Code (WAC) adopted by the Department of Ecology, as now existing or as may subsequently be amended.

H."Final staff evaluation of checklist" means that documentation and report of City staff's analysis of the checklist and any identified impacts. The report identifies any necessary findings, policies and the type of determination.

I.Terms adopted by reference. Unless the context clearly indicates an intent otherwise, any time that the provisions of the Washington Administrative Code adopted by reference in this Chapter refer to legislative body, city, county or otherwise, so long as such reference is to the jurisdiction adopting and/or enforcing the environmental policies thereof, or an official thereof, such references shall be construed to mean the City of Lakewood, or an appropriate official thereof. Unless the context clearly indicates an intent otherwise, any time that the provisions of the Washington Administrative Code adopted by reference in this Chapter refer to the planning commission of the legislative body adopting and/or enforcing the environmental policies thereof, such references shall be construed to mean the City of Lakewood Planning ~~Advisory Board~~ Commission. Any reference to the position title, department, or office of the jurisdiction adopting and/or enforcing the environmental policies thereof, or an official thereof, such references shall be construed to mean the City of Lakewood SEPA responsible official.

Section 3: Section 18A.02.215 LMC entitled, "Interpretation of Uses," is amended to read as follows:

A. Land uses that are listed as primary uses in each zoning district shall be permitted subject to the review processes, standards, and regulations specified in Title 18A. If a described use is not listed as a use in a particular zoning district, it shall be considered to be a prohibited use within that district. However, it is inevitable that certain valid, justifiable uses of land will be missing from the listings of uses permitted in various zoning districts, therefore the Community Development Director is authorized to make an administrative interpretation in accordance with the procedures of this section.

B. If a proposed use is not specifically listed, an applicant may request an interpretation from the Community Development Director as to whether or not such use is a permitted use. In

determining whether a proposed use closely resembles a use expressly authorized in the applicable zoning district(s), the Community Development Director shall examine the characteristics of the development and use and shall make a determination as to what zone(s) the development and use may be allowed as a primary permitted use or permitted with an administrative use permit or with a conditional use permit based on the following criteria:

1. The use is compatible with the applicable goals and policies of the comprehensive plan.
2. The use is consistent with the stated purpose of the applicable district or districts.
3. The requested use is most substantially similar to the listed uses permitted in the district in which the request is being sought, as opposed to its similarity to the listed uses permitted in other districts based on the following criteria:
 - a. The activities involved in or equipment or materials employed in the use;
 - b. The effects of the use on the surrounding area, such as traffic impacts, noise, dust, odors, vibrations, lighting and glare, impacts on public services and facilities, and aesthetic appearance.
 - c. The use has a high degree of potential to be consistent, compatible, and homogenous with listed uses.
 - d. The size of the facility.

C. Unlisted developments and uses for which the Community Development Director has made an administrative interpretation as to appropriate zone and type similarity shall be considered to constitute an official interpretation and shall subsequently be applied and used for future administration in reviewing like proposals. The Community Development Director shall report such decisions to the Planning ~~Advisory Board~~ Commission when it appears desirable and necessary to amend this code.

D. The Community Development Director's determination shall be processed and subject to the applicable requirements of LMC 18A.02.540 and may be appealed as provided in LMC 18A.02.740.

Section 4: Section 18A.02.410 LMC entitled, "Initiation – Amendments," is amended to read as follows:

An amendment may be initiated as follows:

A. Amendments to the text of this title and official zoning map amendments may be initiated by resolution of intention by the City Council. Amendments shall be heard by the Planning ~~Advisory Board~~ Commission and City Council.

B. Amendments to the text of this title may be initiated by resolution of intention by the Planning ~~Advisory Board~~ Commission, Community Development Director and by application of private citizens.

C. Official zoning map amendments may be initiated by application of one (1) or more owners, or their agents, of the property affected by the proposed amendment, or by the Planning ~~Advisory Board~~ Commission or Community Development Director.

D. The Community Development Director may, in his sole discretion, accept a citizen request or suggestion for an proposed amendment as City-initiated, and without fee to the citizen, only if it is demonstrated that the proposed amendment has significant merit and would benefit the general public, and not principally benefit only a limited number of property owners.

Section 5: Section 18A.02.415 LMC entitled, “Public Hearing – Amendments,” is amended to read as follows:

At the conclusion of one (1) or more public hearings on a proposed amendment, the Planning ~~Advisory Board~~ Commission shall make a recommendation with respect to the proposed amendment and shall forward such to the City Council, which shall have the final authority to act on the amendment. The following standards and criteria shall be used by the Planning ~~Advisory Board~~ Commission and City Council to evaluate a request for an amendment. Such an amendment shall only be granted if the City Council determines that the request is consistent with these standards and criteria.

A. The proposed amendment is consistent with the comprehensive plan.

B. The proposed amendment and subsequent development of the site would be compatible with development in the vicinity.

C. The proposed amendment will not unduly burden the transportation system in the vicinity of the property with significant adverse impacts which cannot be mitigated.

D. The proposed amendment will not unduly burden the public services and facilities serving the property with significant adverse impacts which cannot be mitigated.

E. The proposed amendment will not adversely affect the public health, safety and general welfare of the citizens of the city.

F. The entire range of permitted uses in the requested zoning classification is more appropriate than the entire range of permitted uses in the existing zoning classification, regardless of any representations made by the petitioner as to the intended use of subject property.

G. Circumstances have changed substantially since the establishment of the current zoning map or zoning district to warrant the proposed amendment.

H. The negative impacts of the proposed change on the surrounding neighborhood and area are largely outweighed by the advantages to the city and community in general, other than those to the individual petitioner.

Section 6: Section 18A.2.440 LMC entitled “Recommendation of the Planning Advisory Board - Zoning of Annexed Lands,” is retitled to read, “Recommendation of the Planning Commission - Zoning of Annexed Lands” and amended to read as follows:

A. Comprehensive Plan. Upon application, the Planning ~~Advisory Board~~ Commission shall hold at least one (1) open record public hearing to consider the comprehensive plan for the area of the proposed annexation. Notice of the time, place and purpose of such hearing shall be mailed to all property owners in the area to be annexed and given by publication in a newspaper of general circulation in the city and the area to be annexed, at least ten (10) calendar days prior to the hearing. Upon completion of the hearing, the Planning ~~Advisory Board~~ Commission shall transmit a copy of its recommendations for the comprehensive plan to the City Council for its consideration.

B. Initial Zoning. In addition, the Planning ~~Advisory Board~~ Commission shall hold at least one (1) open record public hearing to consider the initial zoning for the area of the proposed annexation. Notice of the time, place and purpose of such hearing shall be mailed to all property owners in the area to be annexed and given by publication in a newspaper of general circulation in the city and the area to be annexed, at least ten (10) calendar days prior to the hearing.

Section 7: Section 18A.02.445 LMC entitled, “City Council Action - Zoning of Annexed Lands,” is amended to read as follows:

A. Comprehensive Plan. Within sixty (60) calendar days of the receipt of the recommendation from the Planning ~~Advisory Board~~ Commission for the comprehensive plan land-use designation for the area of the proposed annexation, the City Council shall consider the comprehensive plan at a public meeting. The City Council may approve or disapprove the designation as submitted, modify and approve as modified, or refer the matter back to the Planning ~~Advisory Board~~ Commission for further proceedings. An affirmative vote of not less than a majority of the total members of the City Council shall be required for approval. If the matter is referred back to the Planning ~~Advisory Board~~ Commission, the City Council shall specify the time within which the Planning ~~Advisory Board~~ Commission shall report back to the City Council with findings and recommendations on the matters referred to it.

B. Initial Zoning. Upon receipt of the recommendations of the Planning ~~Advisory Board~~ Commission for the initial zoning of the area of the proposed annexation, the City Council shall hold at least one (1) public hearing. Notice of the time and place and purpose of such hearing shall be given by publication in a newspaper of general circulation in the city and the area to be annexed, at least ten (10) calendar days prior to the hearing. The ordinance adopting the initial zoning may provide that it will become effective upon the annexation of the area into the city. If

annexation occurs prior to adoption of the comprehensive plan update and initial zoning designation, those areas designated and zoned under the authority and land-use provisions of Pierce County shall, upon annexation, be assigned an interim zoning designation of R3 for period of no longer than nine (9) months or until new zoning is adopted in conformance with the comprehensive plan, whichever occurs first.

Section 8: Section 18A.02.502 LMC entitled, “Process Types – Permits,” is amended to read as follows:

Permit Process Types. Permit applications for review pursuant to this section shall be classified as a Process I, Process II, Process III, or Process IV action. Process V actions are legislative in nature. Permit applications and decisions are categorized by process type as set forth in Table 3. The differences between the processes are generally associated with the different nature of the decisions and the decision-making body as described below.

TABLE 3: APPLICATION PROCESSING PROCEDURES

	Process I Administrative Action	Process II Administrative Action	Process III Hearing Action	Process IV Hearing Action	Process V Legislative Action
Permits	Zoning certification; Building permit; Design Review; Sign permit; Temporary Sign permit; Accessory Living Quarters; Limited Home Occupation; Temporary Use; Manufactured or Mobile Home permit; Boundary Line Adjustments; Minor modification of Process II and III	Administrative Uses; Short Plat; SEPA; Home Occupation; Administrative Variance; Binding Site Plans, Minor Plat Amendment, Major modification of Process II permits; Shoreline Conditional Use; Shoreline Development Variance; Shoreline Substantial Development Permits;	Conditional Use; Major Variance; Preliminary Plat; Major Plat Amendment; Major modification of Process III permits: Shoreline Conditional Use; Shoreline Variance; Shoreline Substantial Development Permit when referred by the Shoreline Administrator; Public Facilities	Zoning Map Amendments; Site-specific Comprehensive Plan map amendments; Specific Comprehensive Plan text amendments; Shoreline Redesignation, **Final Plat** ; **Development Agreement** **No hearing required or recommendation made by Planning Advisory Board Commission**	Generalized or comprehensive ordinance text amendments; Area-wide map amendments; Annexation; Adoption of new planning-related ordinances;

	permits; Final Site Certification; Certificate of Occupancy; ***Sexually Oriented Business extensions		Master Plan		
Impacts	Minimal or no effect on others, so issuance of permit is not dependent on others	Application of the standards may require some knowledge of impacts and effect upon others	Potential significant effect on some persons or broad impact on a number of persons	Potential significant effect on some persons or broad impact on a number of persons	Potential significant effect on some persons or broad impact on a number of persons
Notice & Comment	Participation of applicant only	Nearby property owners invited to comment on an application	In addition to applicant, others affected invited to present initial information	In addition to applicant, others affected invited to present initial information	Anyone invited to present information
Recommendation	NA	NA	Community Development Department Staff	Planning Advisory Board Commission, except for Final Plat and Development Agreement as noted ** above	Planning Advisory Board <u>Commission</u>
Decision-Making Body	Community Development Director	Community Development Director	Hearing Examiner	City Council	City Council
Appeal	Hearing Examiner Community Development Director's decision on permits noted *** above is appealable to Superior	Hearing Examiner	Superior Court	Superior Court	Superior Court

	Court.				
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Section 9: Section 18A.02.560 LMC entitled, “Process IV – Permits,” is amended to read as follows:

A. Process IV procedures are used to process site specific map revisions of the Comprehensive Plan Future Land Use Map and/or Land Use and Development Code Zoning Map; citizen-initiated and other specific text amendments to the comprehensive plan, land use and development code, or other ordinances, and other project or non-project actions as indicated in Table 3. Under Process IV, the Community Development Director shall schedule a public hearing before the Planning ~~Advisory Board~~ Commission.

B. Notice of application shall be provided to the public, pursuant to LMC 18A.02.670-675.

C. Notice of public hearing shall be provided to the public, pursuant to LMC 18A.02.700.

D. A staff report shall be provided to the public, pursuant to LMC 18A.02.710.

E. The public hearing shall be conducted, pursuant to LMC 18A.02.720.

F. At the public hearing, City staff, the applicant, and interested persons may present information relevant to the criteria and standards pertinent to the proposal, given reasons why the application should or should not be approved or proposing modifications and the reasons the person believes the modifications are necessary for approval.

G. If criteria are involved, the Planning ~~Advisory Board~~ Commission shall make a finding for each of the applicable criteria, including whether the proposal conforms to goals and policies found in the comprehensive plan. A written staff report and the Planning ~~Advisory Board~~ Commission recommendation shall be submitted to the City Council.

H. The City Council may conduct a public meeting or a public hearing on the proposal, at its discretion, pursuant to LMC 18A.02.420.

I. To the extent that a finding of fact is required, the City Council shall make a finding for each of the applicable criteria and in doing so may sustain or reverse a finding of the Planning ~~Advisory Board~~ Commission. The City Council may delete, add or modify any of the provisions pertaining to the proposal or attach certain conditions beyond those warranted for compliance with standards in granting an approval if the City Council determines the conditions are appropriate to fulfill the criteria for approval.

J. The City Council shall make its decision after information from the hearing has been received. The decision shall become effective by passage of an ordinance.

Section 10: Section 18A.02.565 LMC entitled, “Process V – Permits,” is amended to read as follows:

A. Process V procedures are used to process extensive text or area-wide map revisions of the Comprehensive plan, the Land Use and Development Code; zoning of annexed land and adoption of new planning-related ordinances, as indicated in Table 3. Under Process V, the Community Development Director shall schedule a public hearing before the ~~Planning Advisory Board~~ Commission.

B. Notice of public hearing shall be published pursuant to LMC 18A.02.700.

C. A staff report shall be provided to the public, pursuant to LMC 18A.02.710.

D. At least one (1) public hearing shall be conducted.

E. At the public hearing, City staff, and interested persons may present information relevant to the criteria and standards pertinent to the proposal, given reasons why the application should or should not be approved or proposing modifications and the reasons the person believes the modifications are necessary for approval.

F. If criteria are involved, the ~~Planning Advisory Board~~ Commission shall make a finding for each of the applicable criteria, including whether the proposal conforms to goals and policies found in the comprehensive plan. A written staff report and the ~~Planning Advisory Board~~ Commission recommendation shall be submitted to the City Council.

G. The City Council may conduct a public meeting or a public hearing on the proposal, at its discretion, pursuant to LMC 18A.02.420.

H. To the extent that a finding of fact is required, the City Council shall make a finding for each of the applicable criteria and in doing so may sustain or reverse a finding of the ~~Planning Advisory Board~~ Commission. The City Council may delete, add or modify any of the provisions pertaining to the proposal.

I. The City Council shall make its decision after information from the hearing has been received. The decision shall become effective by passage of an ordinance.

Section 11: Section 18A.02.720 LMC entitled, “Open Record Public Hearings,” is amended to read as follows:

A. Open record hearings shall be conducted in accordance with this section. The Community Development Director shall be responsible for the hearing and shall:

1. Schedule an application for review and public hearing.

2. Give notice; however, applicant is responsible for some of the notice requirements.

3. Prepare the staff report on the application, which shall be a single report stating all of the decisions made as of the date of the report, including recommendations on project permits in the consolidated permit process that do not require an open record pre-decision hearing. The report shall state any mitigation required or proposed under the development regulations or the City's authority under SEPA. If the threshold determination other than a determination of significance has not been issued previously by the City, the report shall include or append this determination. In the case of a Process I or II project permit application, this report may be the permit.

4. Prepare the notice of decision, if required by the hearing body, and/or mail a copy of the notice of decision to those required by this code to receive such decision.

B. Conflict of interest. The hearing body shall be subject to the code of ethics and prohibitions on conflict of interest as set forth in RCW 35A.42.020 and Chapter 42.23 RCW, as the same now exists or may hereafter be amended.

C. Ex parte communications.

1. No member of the hearing body may communicate, directly or indirectly, regarding any issue in a quasi-judicial proceeding before him or her, other than to participate in communications necessary to procedural aspects of maintaining an orderly process, unless he or she provides notice and opportunity for all parties to participate; except as provided in this section: a. The hearing body may receive advise from legal counsel.

b. The hearing body may communicate with staff members, except where the proceeding relates to a code enforcement investigation or prosecution. 2. If, before serving as the hearing body in a quasi-judicial proceeding, any member of the hearing body receives an ex parte communication of a type that could not properly be received while serving, the member of the hearing body, promptly after starting to serve, shall disclose the communication as described in LMC 18A.02.720.C.3, below.

3. If the hearing body receives an ex parte communication in violation of this section, he or she shall place on the record: a. All written communications received.

b. All written responses to the communications.

c. The substance of all oral communications received and all responses made; and

d. The identity of each person from whom the hearing body received any ex parte communication. 4. The hearing body shall advise all parties that these matters have been placed on the record.

5. Upon request made within ten (10) calendar days after notice of the ex parte communication, any party desiring to rebut the communication shall be allowed to place a rebuttal statement on the record.

D. Disqualification.

1. A member of the hearing body who is disqualified may be counted for purposes of forming a quorum. Any member who is disqualified may be counted only by making full disclosure to the audience, abstaining from voting on the disqualification, vacating the seat on the hearing body and physically leaving the hearing.
2. If all members of the hearing body are disqualified, all members present after stating their reasons for disqualification shall be re-qualified and shall proceed to resolve the issues.
3. Except for Process VI actions, a member absent during the presentation of evidence in a hearing may not participate in the deliberations or decision unless the member has reviewed the evidence received.

E. Burden and nature of proof. The burden of proof is on the proponent, pursuant to LMC 18A.02.150, Burden and Nature of Proof. The project permit application must be supported by proof that it conforms to the applicable elements of the City's development regulations, comprehensive plan and that any significant adverse environmental impacts have been adequately addressed.

F. Order of proceedings. The order of proceedings for a hearing will depend in part on the nature of the hearing. The following shall be supplemented by administrative procedures as appropriate.

1. Before receiving information on the issue, the following shall be determined:
 - a. Any objections on jurisdictional grounds shall be noted on the record and if there is objection, the hearing body has the discretion to proceed or terminate.
 - b. Any abstentions or disqualifications shall be determined.
2. The presiding officer may take official notice of known information related to the issue, such as:
 - a. A provision of any ordinance, resolution, rule, officially adopted development standard or state law.
 - b. Other public records and facts judicially noticeable by law.
3. Matters officially noticed need not be established by evidence and may be considered by the hearing body in its determination. Parties requesting notice shall do so on the record; however, the hearing body may take notice of matters listed in this section if stated for the record. Any matter given official notice may be rebutted.
4. The hearing body may view the area in dispute with or without notification to the parties, but shall place the time, manner, and circumstances of such view on the record.

5. Information shall be received from the staff and from proponents and opponents. The presiding officer may approve or deny a request from a person attending the hearing to ask a question. Unless the presiding officer specifies otherwise, if the request to ask a question is approved, the presiding officer will direct the question to the person submitting testimony.

6. When the presiding officer has closed the public hearing portion of the hearing, the hearing body shall openly discuss the issue and may further question a person submitting information or the staff if opportunity for rebuttal is provided.

G. Recommendation/decision. The hearing body shall issue a recommendation or decision, as applicable, within fourteen (14) calendar days of the record being closed.

H. Reconsideration. A party of record may ask for a reconsideration of a decision by the hearing examiner for a Process III action or a recommendation by the Planning ~~Advisory Board~~ Commission for a Process IV action. Reconsideration is not authorized for Process I and Process II applications. A reconsideration may be requested if either:

1. A specific error of fact or law can be identified.

2. New evidence is available which was not available at the time of the hearing.

I. A request for reconsideration shall be filed by a party of record within five (5) working days of the date of the initial decision/recommendation. Any reconsideration request shall cite specific references to the findings and/or criteria contained in the ordinances governing the type of application being reviewed. A request for reconsideration temporarily suspends the appeal deadline. The Hearing Examiner shall promptly review the reconsideration request and within five (5) working days issue a written response, either approving or denying the request. If the reconsideration is denied, the appeal deadline of the Hearing Examiner's decision shall recommence for the remaining number of days. If a request for reconsideration is accepted, a decision is not final until after a decision on reconsideration is issued.

Section 12: Section 18A.90.200 LMC entitled, "Definitions" is amended to read as follows:

ABANDON OR ABANDONMENT OF WIRELESS TELECOMMUNICATIONS FACILITIES (WTF). Means:

a. to cease operation for a period of sixty (60) or more consecutive calendar days;

b. to reduce the effective radiated power of an antenna by seventy five (75) percent for sixty (60) or more consecutive calendar days unless new technology or the construction of additional cells in the same locality allows reduction of effective radiated power by more than seventy five (75), so long as the operator still serves essentially the same customer base;

c. to relocate an antenna at a point less than eighty (80) percent of the height of an antenna support structure; or,

d. to reduce the number of transmissions from an antenna by seventy five (75) percent for sixty (60) or more consecutive calendar days; Provided that non-operation or reduced operation for a period of sixty (60) or more consecutive calendar days to facilitate maintenance, re-design or other changes about which the City was notified in advance shall not constitute abandonment.

ABSENTEE OWNER. Any real property owner(s) who customarily resides some place other than the property (whether an estate or business) in question.

ABUTTING. Lots sharing common property lines.

ACCESS. The way or means by which pedestrians and vehicles enter and leave property.

ACCESSORY BUILDING - A detached subordinate building, the use of which is customarily incidental to that of the principal building or to the principal use of the land and which is located on the same tract with the principal building or use.

ACCESSORY DWELLING UNIT (ADU). A habitable dwelling unit added to, created within, or detached from and on the same lot with a single-family dwelling that provides basic requirements for living, sleeping, eating, cooking, and sanitation.

ACCESSORY LIVING QUARTERS. A single residential dwelling unit that is an attached or detached part of a commercial or manufacturing building, and which is incidental to the commercial or manufacturing use.

ACCESSORY STRUCTURE. A structure either attached or detached from a principal building and located on the same lot and which is customarily incidental and subordinate to the principal building or use.

ACCESSORY USE. A use of land or of a building customarily incidental and subordinate to the principal use of the land or building and located on the same lot with the principal use.

ACTIVITIES OF DAILY LIVING (ADL) ASSISTANCE. Provision of personal care services in a state-licensed boarding home for assisted living consisting of at least minimal assistance with the following:

a. Bathing. Reminding or cuing to wash and dry all areas of the body as needed, stand-by assistance getting into and out of the tub or shower, and physical assistance in steadying the resident during the activity; and

b. Dressing. Reminding or cuing to put on, take off, or lay out clothing, including prostheses when the assistance of a licensed nurse is not required; stand-by assistance during the activity; and physical assistance limited to steadying the resident during the activity; and

c. Eating. Reminding or cuing to eat and drink; and physical assistance limited to cutting food up, preparing food and beverages, and bringing food and fluids to the resident; and

d. Personal hygiene. Reminding and cuing to comb hair, perform oral care and brush teeth, shave, apply makeup, and wash and dry face, hands and other areas of the body; stand-by assistance during the activity; and physical assistance limited to steadying the resident during the activity; and

e. Transferring. Reminders or cuing to move between surfaces, for example to and from the bed, chair and standing; stand-by assistance during the activity; and physical assistance limited to steadying the resident during self-transfers; and

f. Toileting. Reminders and cuing to toilet, including resident self-care of ostomy or catheter, to wipe and cleanse, and to change and adjust clothing, protective garments and pads, stand-by assistance during the activity; and physical assistance limited to steadying the resident during the activity; and

g. Mobility. Reminding or cuing to move between locations on the boarding home premises; stand-by assistance during the activity; and physical assistance limited to steadying the resident during the activity.

ADEQUATE PUBLIC FACILITIES. Adequate public facilities means facilities which have the capacity to serve development without decreasing levels of service below locally established minimums.

ADJACENT. Lots located across a right-of-way, railroad or street, except limited access roads.

ADMINISTRATIVE USE PERMIT. A written decision granted by the Community Development Director to authorize the development or operation of a proposed land use activity subject to special degrees of control.

AGRICULTURAL USE. Land primarily devoted to the commercial production of dairy, apiary, furbearing, vegetable, or animal products or of grain, hay, straw, turf, seed, fin fish, or livestock, and that has long-term commercial significance for agricultural production.

AIRPORT. Any land area, runway or other facility designed, used or intended to be used either publicly or by any person or persons for the landing and taking off of aircraft, including all necessary taxiways, aircraft storage and tie-down areas, hangars, and other necessary buildings and open spaces.

ALLEY. A public or private way not more than 30 feet wide at the rear or side of property affording only secondary means of vehicular or pedestrian access to abutting property.

ALTERATION, STRUCTURAL. Any change or repair which would tend to prolong the life of the supporting members of a building or structure, such as alteration or bearing walls,

foundation, columns, beams, or girders. In addition, any change in the external dimensions of the building shall be considered a structural alteration.

AMATEUR RADIO STATION OPERATORS OR RECEIVE-ONLY ANTENNAS. Any tower or antenna that is under 70 feet in height and is owned and operated by a federally licensed amateur radio station operator or is used exclusively for receive-only antennas.

AMENDMENT. Amendment means a change in the wording, context, or substance of this code or the comprehensive plan; a change in the zoning map or comprehensive plan map; a change to the official controls of City code; or any change to a condition of approval or modification of a permit or plans reviewed or approved by the Community Development Director or Hearing Examiner.

ANCHOR. The device to which tie-downs are secured or fastened having a holding power of not less than 4,800 pounds. They include, but are not necessarily limited to, screw auger, expanding or concrete deadmen type anchors, and are to be constructed as to accommodate "over the top" and "frame" type tie-downs, used singly or in conjunction.

ANTENNA HEIGHT OR HEIGHT. When referring to a tower or other Wireless Telecommunications Facilities (WTF), the vertical distance measured from the finished grade of the parcel at the base of the tower pad or antenna support structure to the highest point of the structure even if said highest point is an antenna. If the support structure is on a sloped grade, then the average between the highest and lowest grades shall be used in calculating the antenna height.

ANTENNA SUPPORT STRUCTURE. Any pole, telescoping mast, tower, tripod, or other structure which supports a device used in the transmitting or receiving of radio frequency signals.

ANTENNA. Any exterior apparatus designed for telephonic, radio, data, Internet, or television communications through the sending and/or receiving of electromagnetic waves, and includes equipment attached to a tower or building for the purpose of providing telecommunications services.

ANTIQUA DEALER. Any person engaged, in whole or in part, in the business of selling antiques.

ANTIQUES. Works of art, pieces of furniture, decorative and household objects, and other such collectibles possessing value or commercial appeal owing to their being made during an earlier period.

APARTMENT. A dwelling unit in a multifamily building.

APPEAL. A request for review of the Community Development Director's decision concerning matters addressed by the Ordinance to the Planning ~~Advisory Board~~ Commission or a review of the Hearing Examiner's decision to the City Council.

APPLICANT FOR WIRELESS TELECOMMUNICATIONS FACILITIES (WTF). Any provider or any person, partnership, or company who files an application for any permit necessary to install, maintain, or remove a WTF within the city.

APPLICANT. Any person who makes an application to the City of Lakewood for a development permit.

ARCADE. A linear pedestrian walkway that abuts and runs along the facade of a building. It is covered, but not enclosed, and open at all times to public use. Typically, it has a line of columns along its open side. There may be habitable space above the arcade.

ARCHAEOLOGICAL RESOURCES. Districts, sites, building, structures, and artifacts with material evidence of prehistoric human life and culture.

ARCHITECTURAL BARRIERS. Constructed structures such as walls, signs, rockeries, drainage swales or similar constructed features that impact the required landscape areas.

ARCHITECTURAL CHARACTER. The architectural character of a building is that quality or qualities that make it distinctive and that are typically associated with its form and the arrangement of its architectural elements. For example, a prominent design feature may convey the architectural character of a structure. Examples are a distinctive roofline, a turret or portico, an arcade, an elaborate entry, or an unusual pattern of windows and doors.

ARCHITECTURAL ELEMENTS. The elements that make up an architectural composition or the building form, which may include such features as the roof form, entries, an arcade, porch, columns, windows, doors and other openings. "Architectural elements" is used interchangeably with "architectural features" in this chapter.

ARCHITECTURAL SCALE. The perceived height and bulk of a building relative to other forms in its context. Modulating facades and other treatments may reduce a building's apparent height and bulk.

AREA OF SHALLOW FLOODING. A designated AO or AH zone on the Flood Insurance Rate Map (FIRM). The base flood depths range from one (1) to three (3) feet; a clearly defined channel does not exist; the path of flooding is unpredictable and indeterminate; and, velocity flow may be evident.

AREA OF SPECIAL FLOOD HAZARD. The land in the floodplain subject to a one (1) percent or greater chance of flooding in any given year.

AT-RISK TIME IN THE COMMUNITY. The total time, since first being housed in a Type 4 Group Home located within Lakewood, that a person has resided in the community. This includes any time spent in a Type 4 Group Home, whether in Lakewood or elsewhere, as well as any time residing in the community whether or not under DOC supervision. At-risk time in the community does not include any time spent in confinement whether in a jail, prison, pre-release or work camp. Time spent in such facilities shall be tolled for the purpose of calculating summary recidivism rates.

AUTO WRECKING YARD. Any property where two (2) or more motor vehicles not in running condition, or the parts thereof, are stored in the open and are not being restored to operation; or any land, building or structure used for the wrecking or storing of such motor vehicles or the parts thereof.

AUTOMOBILE AND OTHER VEHICLE SALES AREA. An open area, other than a street, used for the display, sale or rental of two (2) or more new or used motor vehicles or trailers and where no repair work is done except minor incidental repair of motor vehicles or trailers to be displayed, sold or rented on the premises.

AUTOMOBILE BODY REPAIR. Those establishments primarily engaged in furnishing automotive vehicle bodywork and painting.

AUTOMOBILE SERVICE STATION OR GAS STATION. A building or lot having pumps and storage tanks where fuels, oils or accessories for motor vehicles are dispensed, sold or offered for sale at retail only, repair service is incidental and no storage or parking space is offered for rent.

AUTOMOBILE WRECKING OR MOTOR VEHICLE WRECKING. The dismantling or disassembling of motor vehicles or the storage, sale or dumping of dismantled, partially dismantled, obsolete or wrecked motor vehicles or their parts.

AWNING. A shelter extending from the exterior wall of a building for the purpose of shielding a doorway or window from the elements and composed of non-rigid materials except for the supporting framework.

AXIAL SYMMETRY. The similarity of form or arrangement on either side of a dividing line or plane through the center of an object.

BACKHAUL NETWORK. The lines that connect a provider's wireless telecommunications facilities to one or more cellular telephone switching offices, and/or long distance providers, or the public switched telephone network.

BALCONY. An outdoor space built as an above ground platform projecting from the wall of a building and enclosed by a parapet or railing.

BARN. A structure used for the storage of farm products, feed, and for housing farm animals and light farm equipment.

BASE FLOOD. The flood having a one (1) percent chance of being equaled or exceeded in any given year.

BASEMENT. That portion of a building between floor and ceiling, which is partly below and partly above grade, but so located that the vertical distance from grade to the floor below is less than the vertical distance from grade to ceiling.

BAY WINDOW. A window that protrudes from the main exterior wall. Typically, the bay contains a surface that lies parallel to the exterior wall, and two (2) surfaces that extend perpendicular or diagonally from the exterior wall.

BEACH ACCESS, PUBLIC OR PRIVATE. Trails or roads that provide access for the public to the beach.

BED AND BREAKFAST. A lodging facility comprised of a single residential structure containing up to six units of small-scale temporary lodging which provides a single meal and where the proprietors of the service reside in the structure.

BIOSOLIDS. Municipal sewage sludge that is a primarily organic, semisolid product resulting from the wastewater treatment process, and septage that can be beneficially recycled and meets all applicable health regulations.

BLANK WALLS. Walls subject to “blank wall” requirements are any ground-level wall over six feet in height measured from finished grade at the base of the wall, and longer than fifty (50) feet measured horizontally. A wall subject to the requirement does not have any significant building feature, such as a window, door, modulation or articulation, or other special wall treatment within that fifty (50) foot section.

BLOCK. All land along one (1) side of a street that is between two (2) intersections or intercepting streets, or interrupting streets and a railroad right-of-way, or unsubdivided land or water course.

~~**BOARD.** The Planning Advisory Board.~~

BOARDING HOUSE. A single family dwelling, without an owner occupant, that is rented to a group of unrelated individuals. A boarding house excludes Types 1, 2, 3, and 4 Group Homes as defined in LMC 18.20.300, Use Types and Levels; hotels and motels as defined in LMC 18A.90.200, and excludes state-licensed foster homes.

BOAT RAMP OR LAUNCH. An improved sloped surface extending from a shoreland area into an aquatic area suitable for removing a boat from the water and launching a boat into the water from a trailer.

BOATHOUSE, PRIVATE. An accessory building, or portion of a building, which provides shelter and enclosure for a boat or boats owned and operated only by the occupants of the premises, and which boathouse is erected on a pier or wharf and/or over a dock or docking slip.

BUILDING COVERAGE. The measurement of the gross footprint of all the structures, to include accessory and exempt structures, on a lot. The gross footprint includes all structural elements and projections of a building and includes, but is not limited to; eaves, projections, decks, balconies, elevated patios, breezeways, or canopies.

BUILDING DIVISION. The Building Division of the City of Lakewood Community Development Department.

BUILDING FACADE OR FACADE. The visible wall surface, excluding the roof, of a building when viewed from a public right-of-way or adjacent property. If more than one (1) wall is predominately visible, the walls may be considered one (1) facade for the purposes of signage. A building facade is measured in gross square feet (gsf) and does not include roof area.

BUILDING HEIGHT. The vertical distance from the average of the elevation of the natural, undisturbed topography or the pre-existing grade at all corners of a proposed structure to the highest point of the structure, in accordance with LMC 18A.50.130, Height Standards.

BUILDING LINE. A line on the comprehensive plan, zoning map, or plat, parallel to the street right-of-way, indicating the limit beyond which buildings or structures may not be erected, or the minimum distance as prescribed by the provisions of this ordinance.

BUILDING OR OCCUPANCY FRONTAGE. The length of that portion of a building or ground floor occupancy which abuts a street, publicly used parking area or mall appurtenant to such building or occupancy, expressed in lineal feet and fractions thereof.

BUILDING, ATTACHED. A building or structure attached to another building or structure by an enclosed interior wall or walls and covered by a roof in common with both structures. A structure connected to another building or structure only by a roof or only by a wall is not considered attached.

BUILDING, DETACHED. A building or structure sharing no common wall with another structure, and generally surrounded by open space on the same lot. A structure connected to another building or structure only by a roof or only by a wall is considered to be a detached building.

BUILDING, PRINCIPAL. A building devoted to the principal use of the lot on which it is situated.

BUILDING. Any structure having a roof supported by columns or walls used or intended to be used for the shelter or enclosure of persons, animals or property of any kind.

BULKHEAD. A vertical wall of steel, timber or concrete used for erosion protection or as a retaining wall.

BUSINESS. The purchase, sale, or other transaction involving the handling or disposition of any article, service, substance, or commodity for livelihood or profit; or the management of office buildings, offices, recreational or amusement enterprises; or the maintenance and use of buildings, offices, structures, and premises by professions and trades rendering services.

CAMOUFLAGE. To disguise, hide, or integrate with an existing or proposed structure or with the natural environment so as to be significantly screened from view.

CAMPSITE. A space provided in a campground or recreational vehicle (RV) park which usually contains a table, stove, parking spur and space for a tent to accommodate a one-family group.

CANOPY. A permanent, cantilevered extension of a building that typically projects over a pedestrian walkway abutting and running along the facade of a building, with no habitable space above the canopy. A canopy roof is comprised of rigid materials.

CAR WASH. Mechanical facilities for the washing or waxing and vacuuming of automobiles, light trucks, and vans.

CARETAKER HOME. An on-site residential dwelling unit of up to two thousand (2,000) square feet providing living accommodations for an individual, together with his/her family, who is employed as a caretaker for a private home, public recreational or community facility, or commercial or industrial establishment. Caretaker units may not be a temporary structure or recreational vehicle and may not remain in residential use if no longer used for caretaker residence.

CARPORT. A covered automobile structure open on one (1) or more sides, with direct driveway access for the parking stall(s). A carport may be integrated with, or detached from the primary structure. An attached carport shall have common wall construction with the primary structure.

CARRYING CAPACITY. The level of development density or use an environment is able to support without suffering undesirable or irreversible degradation.

CATTERY. An enclosure or structure in which any combination of six or more cats that individually exceed seven months of age are kept for breeding, sale, or boarding purposes.

CELL SITE OR SITE. A tract or parcel of land that contains wireless telecommunications facilities including any antenna, support structure, accessory buildings, and parking, and may include other uses associated with and ancillary to Wireless Telecommunications Facilities (WTF).

CEMETERIES. Land used or intended to be used for the burial of the dead and dedicated for cemetery purposes, including columbiums, mausoleums and mortuaries, when operated in conjunction with and within the boundary of such cemetery.

CERTIFICATE OF CAPACITY. A document issued by a service provider indicating the quantity of capacity that has been reserved for a specific development project on a specific property.

CHANGE OF USE. A change of use shall be determined to have occurred when it is found that the general character of the use in question has been modified. This determination shall include review of but not be limited to: hours of operation, materials processed or sold, required parking, traffic generation, impact on public utilities, clientele, general appearance and location or a change in use type.

CITY MANAGER. The Administrative Director of the City of Lakewood or his/her designee.

CIRCULATION. The movement or flow of traffic from one place to another through available routes. Traffic includes a variety of modes of travel including pedestrian, motor vehicle and non-motorized methods such as bicycles.

CLEAR-VISION AREAS. A triangular area at intersections or public drives where visual obstructions are to be kept clear as directed by the City Engineer.

CLOSED RECORD APPEALS. Administrative appeals under Chapter 36.70B RCW which are heard by the City Council or Hearing Examiner, following an open record hearing on a project permit application when the appeal is on the record with no or limited new evidence or information allowed to be submitted and only appellate arguments allowed.

CLUSTER DEVELOPMENT. A development technique wherein home sites or structures are grouped together, with the remainder of the tract left in open space or common open space.

COFFEE KIOSK A coffee kiosk is a small stand-alone structure that provides drive-through service of limited food and beverage items. Coffee kiosks shall not include structures with cooking facilities that require a Type I hood, provide indoor customer seating, or exceed 400 square feet in size.

CO-GENERATION. The simultaneous production of electricity and heat energy. The heat is normally used onsite for industrial processes, space or water heating, or production steam. The electric power may be used onsite or distributed through the utility grid, or both. Co-generation units are normally fired with natural gas, but also may be fueled by oil, biomass or other fuels.

COHABITANTS. A group not more than five (5) persons not meeting the definition of “family,” living together as a single housekeeping group in a dwelling unit.

COLLOCATION OF Wireless Telecommunications Facilities (WTF). The use of a WTF by more than one (1) service provider.

COMBINED USE BUILDING. Residential use types in combination with other use types.

COMMERCIAL ACTIVITY. Any activity carried out for the purpose of financial gain for an individual or organization, whether profit or non-profit.

COMMERCIAL VEHICLE. Any motorized vehicle over six thousand (6,000) gvw, including, but not limited to, a van, truck, truck trailer, utility trailer, tractor, grading machine, bulldozer, scraper, boat, motorized crane, or other construction equipment that is used in the operation of a business or in construction, road grading, or logging activities.

COMMON OPEN SPACE. A parcel of land or an area of water or a combination of land and water within a site designed or developed and intended primarily for the use or enjoyment of the residents of such development.

COMMUNITY DEVELOPMENT DIRECTOR. The Director of the Community Development Department of the City of Lakewood or his/her designee.

COMPREHENSIVE PLAN. The document, including maps, adopted by the City Council which outlines the City's goals and policies relating to management of growth and prepared in accordance with Ch. 36.70A RCW. The term also includes any adopted subarea plans prepared in accordance with Ch. 36.70A RCW.

CONCURRENCY. Ensuring that adequate public improvements or strategies are in place at the time of development, and the ability and financial commitment of the service provider to expand capacity or maintain the level-of-service for new development through capital improvements within a six year period as noted in the Transportation Capital Improvement Plan.

CONDITIONAL USE. A use conditionally permitted in a zoning district as defined by this code but which, because of characteristics particular to each such use, size, technological processes, equipment or, because of the exact location with respect to surroundings, streets, existing improvements, or demands upon public facilities, requires a special degree of control to determine if uses can be made compatible with the comprehensive plan, adjacent uses, and the character of the vicinity.

CONDOMINIUM. Real property, portions of which are designated for separate ownership and the remainder of which is designated for common ownership solely by the owners of those portions. Real property is not a condominium unless the undivided interest in the common elements are vested in the unit owners, and unless a declaration and a survey map and plans have been recorded. Condominiums must meet all provisions of Chapter 64.34 RCW.

CONSTRUCTED WETLANDS. Wetlands that are intentionally created on sites that are not wetlands for the primary purpose of wastewater or stormwater treatment. Constructed wetlands are normally considered as part of the stormwater/wastewater collection and treatment system and must be maintained, but are not the same as wetlands created for mitigation purposes, which are typically viewed in the same manner as natural, regulated wetlands.

CONTIGUOUS. Bordering upon, to touch upon, or in physical contact with.

CORRECTIONAL FACILITIES. Facilities for holding persons in custody or in detention, including county jails, state prisons, juvenile detention facilities, pre-release facilities, work release facilities, and other facilities to which a person may be incarcerated upon arrest or pursuant to sentencing by court.

COURTYARD, INTERIOR COURT. A space, open and unobstructed to the sky, located at or above grade level on a lot and bounded on three (3) or more sides by walls of a building.

COURTYARD. A courtyard is an open space usually landscaped, which is enclosed on at least three (3) sides by a structure or structures.

CROP AND TREE FARMING. The use of land for horticultural purposes.

CURB CUT. A curb cut is a depression in the curb for a driveway to provide vehicular access between private property and the street.

CURB LEVEL. Curb level for any building means the level of the established curb in front of such building measured at the center of such front. Where no curb elevation has been established, the mean elevation of the finished lot grade immediately adjacent to a building shall be considered the curb level.

DANGEROUS WASTE. Any discarded, useless, unwanted, or abandoned substances including, but not limited to, certain pesticides, or any residues or containers of such substances which are disposed of in such quantity or concentration as to pose a substantial present or potential hazard to human health, wildlife, or the environment because such wastes or constituents or combinations of such wastes: have short-lived, toxic properties that may cause death, injury, or illness or have mutagenic, teratogenic, or carcinogenic properties; or are corrosive, explosive, flammable, or may generate pressure through decomposition or other means. Includes wastes designated in WAC 173-303-070 through 173-303-103 as dangerous wastes.

DAYCARE CENTER. A daycare facility which operates in a place other than a residence, with no limitation as to the number of clients.

DAYCARE FACILITY. A building or structure in which care is regularly provided for a group of children or adults for periods of less than twenty-four (24) hours. Day care facilities include family day care homes and day care centers regulated by the Washington State Department of

Social and Health Services or successor agency, as presently defined and as may be hereafter amended (RCW 74.15, WAC 388-73-422).

DAYCARE, HOME. A daycare facility which operates in the provider's residence and is subject to a limitation on the number of clients.

DAYCARE, HOME-BASED. A daycare facility with no more than twelve (12) persons in attendance at any one time in the provider's home in the family living quarters, including immediate family members who reside in the home.

DECIBEL. A unit of measurement of the intensity (loudness) of sound. Sound level meters which are employed to measure the intensity of sound are calibrated by decibels.

DECIDUOUS TREE. A tree which loses its foliage annually.

DECK. A deck is a roofless, outdoors above ground platform projecting from the wall of a building and supported by piers or columns.

DEPARTMENT. The City of Lakewood Community Development Department.

DESIGN DETAILS. Architectural or building design details refer to the minor building elements that contribute to the character or architectural style of the structure. Design details may include moldings, mullions, rooftop features, the style of the windows and doors, and other decorative features.

DESIGN, Wireless Telecommunications Facilities (WTF). The appearance of WTF, including such features as their materials, colors, and shape.

DESIGNATED ZONE FACILITY. Any hazardous waste facility that requires an interim or final status permit under rules adopted under Chapter 70.105 RCW and Chapter 173-303 WAC, and that is not a preempted facility as defined in RCW 70.105.010 or in Chapter 173-303 WAC. A hazardous waste treatment or storage facility is a designated zone facility.

DEVELOPMENT (for the purposes of Flood Hazard). Any constructed changes to improved or unimproved real estate, including, but not limited to buildings or other structures, mining, dredging, filling, grading, paving, excavator, or drilling operations.

DEVELOPMENT ACTIVITY. Any action taken either in conjunction with a use or to make a use possible. Activities do not in and of themselves result in a specific use. Most activities may take place in conjunction with a variety of uses.

DEVELOPMENT PERMIT. Any document granting, or granting with conditions, an application for a site plan, building permit, discretionary decision, or other official action of the City having the effect of authorizing the development of land.

DEVELOPMENT PLAN. A plan drawn to scale, indicating but not limited to, the proposed use, the actual dimensions and shape of the lot to be built upon, the exact sizes and locations on the lot of buildings already existing, if any, and the location on the lot of the proposed building or alteration, yards, setbacks, landscaping, off-street parking, ingress and egress, and signs.

DEVELOPMENT STANDARDS. Regulation of the location and size of development, including but not limited to setbacks, landscaping, screening, height, site coverage, signs, building layout, parking and site design and related features of land use.

DISCONTINUANCE. The abandonment or nonuse of a building, structure, sign or lot.

DISCRETIONARY PERMIT. A decision which requires special analysis or review due to the nature of the application or because special consideration was requested by the applicant.

DISTRICT. An area designated by this title, with specific boundaries, in which lie specific zones, or special purpose area as described in this title.

DOCK-HIGH LOADING AREAS. Truck maneuvering areas and loading or unloading areas associated with loading doors that are located above the finish grade.

DOCKS. A pier or secured float or floats for vessel moorage, fishing, or other water use.

DOUBLE-FRONTAGE LOT. A lot other than a corner lot with frontage on more than one (1) street.

DRAINAGE DITCH. A constructed channel with a bed, bank or sides which discharges surface waters into a major or minor creek, lake, pond or wetland.

DRIPLINE. A circle drawn at the soil line directly under the outermost branches of a tree.

DRIVE-THROUGH. A business establishment, building, or structure which, by design, physical facilities, or services or products format encourages or permits customers to access sales or services from a service window while remaining in their vehicles, with access provided by a dedicated lane or lanes incorporated into the site design.

DRIVEWAY. A paved or graveled surface a minimum of fifteen (15) feet in width that provides access via a paved apron to a lot from a public or private right-of-way.

DUPLEX. One (1) detached residential building, vertically or horizontally attached, containing two (2) dwelling units totally separated from each other by a one (1) hour firewall or floor, designed for occupancy by not more than two (2) families.

DWELLING UNIT. One (1) room, or rooms connected together, constituting a separate, independent housekeeping establishment for owner occupancy, or boarding house, or rental or lease on a weekly, monthly or longer basis, and physically separated from any other rooms or

dwelling units which may be in the same structure or on the same property, and containing independent cooking, sleeping and sanitary facilities. All rooms comprising a dwelling unit shall have access through an interior door to other parts of the dwelling unit. An efficiency apartment, also known as a studio apartment, constitutes a dwelling unit within the meaning of this title.

DWELLING. A building or portion thereof designed exclusively for human habitation, but not including hotels or motel units.

EASEMENT. A non-possessory interest in the land of another which entitles the owner of the interest to a limited use or enjoyment of the other's land for the purpose of and to protection from interference with this use by a public or private street, railroad, utilities, transmission lines, walkways, sidewalks, bikeways, equestrian trails, and other similar uses. An easement may be exclusive or include more than one (1) user.

EFFLUENT. With regard to water quality, treated or untreated liquid entering the estuary from a point source. With regard to dredging, water, including dissolved and suspended materials, which flows from a dredged material disposal site.

EQUIPMENT ENCLOSURE. A structure, shelter, cabinet, or vault used to house and protect the electronic equipment necessary for processing wireless communication signals. Associated equipment may include air conditioning, backup power supplies, and emergency generators.

ERECT. The act of placing or affixing a component of a structure upon the ground or upon another such component.

ESCAPE. Unauthorized absence from the designated facility boundary or failure to return to such place at the appointed time after having been permitted to leave.

EVERGREEN TREE. A tree, often a coniferous tree, which retains its foliage and remains green year round.

EXCAVATE. The removal by man of sand, sediment, or other material from an area of land or water for other than commercial or industrial use.

EXTREMELY HAZARDOUS WASTE. Any waste which will persist in a hazardous form for several years or more at a disposal site and which in its persistent form presents a significant environmental hazard and may be concentrated by living organisms through a food chain or may affect the genetic constitution of humans or other living creatures and is disposed of at a disposal site in such quantities as would present an extreme hazard to man or the environment. Those wastes designated in WAC 173-303-070 through 173-303-103 as extremely hazardous wastes.

FACADE. Any portion of an exterior elevation of a building extending from the ground level to the top of the parapet wall or eaves, for the entire width of the building elevation. A front facade

is typically the facade facing the major public street(s). An entry facade is typically the facade with the primary public entry.

FAMILY. A person, or two (2) or more persons related by blood or marriage or law living together as single housekeeping unit in a single dwelling. In addition, the following uses shall be accepted as families pursuant to the requirements of state and/or federal law:

- a. Adult family homes licensed pursuant to RCW 70.128.150;
- b. Foster homes for the placement of the disabled, or expectant mothers in a residential setting including, but not limited to, foster family homes licensed pursuant to Chapter 74.15 RCW, community group care facilities licensed pursuant to Chapter 74.15 RCW and crisis residential centers pursuant to Chapter 13.32A RCW; and
- c. Consensual living arrangements of the disabled protected pursuant to the Federal Fair Housing Act amendments.

Secure community transition facilities, as defined in Chapter 71.09 RCW, are not protected under the definition of “family.”

Group Homes, Type 3, 4, and 5, as defined in LMC18A.20.300, Use Types and Levels, are not protected under the definition of “family.”

(For unrelated persons residing together, see “Cohabitants.”)

FAMILY HOME, FOSTER. An agency which regularly provides care on a twenty-four (24) hour basis to one (1) or more children, expectant mothers, or persons with developmental disabilities in the family abode of the person or persons under whose direct care and supervision the child, expectant mother, or person with a developmental disability is placed.

FAMILY MEMBERS. Persons related by blood, marriage or adoption, including foster children.

FEDERAL INSURANCE RATE MAP (FIRM). The official map on which the Federal Insurance Administration has delineated both the areas of special flood hazards and the risk premium zones for those areas.

FENCE, SIGHT-OBSCURING. A fence constructed of solid wood, masonry, metal or other appropriate material that totally conceals the subject use from adjoining uses.

FILL. The placement by man of sand, sediment or other material to create new uplands or raise the elevation of the land.

FINAL DEVELOPMENT PLAN. A plan or set of plans that comply with the conditions set forth in a preliminary approval and, once approved, authorizes the granting of a discretionary permit.

FLAGPOLE. A staff or pole which is designed to display a flag. A flagpole may be freestanding or attached to a building or to a private light standard.

FLEA MARKET. Arrangements whereby a person or persons sell, lease, rent, offer or donate to one (1) or more persons a place or area where such persons may offer or display secondhand or junk items.

FLOOD HAZARD BOUNDARY MAP (FHBM). The official map issued by the Federal Insurance Administration where the boundaries of the areas of special flood hazards applicable to the city of Lakewood have been designated as Zone A.

FLOOD INSURANCE STUDY. The official report in which the Federal Insurance Administration has provided flood profiles, as well as the Flood Hazard Boundary - Floodway Map and the water surface elevation of the base flood.

FLOOD OR FLOODING. A general and temporary condition of partial or complete inundation or normally dry land areas from the overflow of inland or tidal waters and/or the unusual and rapid accumulation or runoff of surface waters from any source.

FLOODPLAIN. The area adjoining a stream, tidal estuary or coast that is subject to regional flooding. A regional (100-year) flood is a standard statistical calculation used by engineers to determine the probability of severe flooding. It represents the largest flood which has a one (1) percent chance of occurring in any one (1) year in an area as a result of periods of higher than normal rainfall or streamflows, extremely high tides, high winds, rapid snowmelt, natural stream blockages, tsunamis, or combinations thereof.

FLOODPLAIN MANAGEMENT REGULATIONS. State or local regulations, and any combination thereof, which provides standards for the purpose of flood damage prevention and reduction.

FLOODPROOFING. A combination of structural and non-structural additions, changes, or adjustments to structures which reduce or eliminate flood damage to real estate or improved real property, water and sanitary facilities, structures, and their contents.

FLOODWAY, REGULATORY. The channel or the watercourse reasonably required to carry and discharge the base flood without cumulatively increasing the water surface elevation more than one (1) foot.

FLOOR AREA. The sum of the gross horizontal areas of the several floors of a building, measured from the exterior faces of the exterior walls or from the center line of walls separating two (2) buildings, but not including attic space providing headroom of less than seven feet or basement if more than fifty (50) percent of the basement is less than grade.

FLOOR AREA RATIO (FAR). The floor area ratio of the building or buildings on any lot means the gross floor area of the building or buildings on that lot divided by the gross area of such lot.

FOOTCANDLE. A footcandle is a unit used for measuring the amount of illumination on a surface. The amount of usable light from any given source is partially determined by the angle of incidence of the source and the distance to the illuminated surface.

FREEWAY. Any section of a highway which has been declared to be a freeway by act or resolution of the competent establishing authority.

FRONTAGE ROAD. A street which is parallel and adjacent to an arterial, and which provides access to abutting properties while relieving them of the effect of street traffic access on to and from an arterial.

FRONTAGE. Frontage refers to length of a property line along a public street or right-of-way.

GARAGE. An enclosed automobile structure with direct driveway access principally for vehicular equipment such as automobiles, boats, etc., used by the tenants of the building(s). A garage may be integrated with, attached, or detached from the primary structure. See also **PARKING STRUCTURE**.

GAS ISLANDS. In conjunction with a motor vehicle service station or convenience commercial use providing gasoline, individual gas islands are comprised of single pumps dispensing single or various grades and types of motor vehicle fuel, or individual banks of pumps dispensing single or various grades and types of motor vehicle fuel, whether or not covered by a single canopy.

GATEWAYS. As used in these guidelines, the term gateway refers to those areas which are entranceways into the City of Lakewood and are so designated in the Lakewood Comprehensive Plan.

GEOLOGIC. Relating to the occurrence and properties of earth. Geologic hazards include but are not limited to faults, land and mudslides, and earthquakes.

GOVERNING AUTHORITY. The City Council of the City of Lakewood.

GRADE, AVERAGE. The average elevation of the undisturbed ground prior to construction at all exterior corners of the proposed structure.

GRADE, FINISHED. The finished surface of the ground, street, paving or sidewalk.

GRADE, PRE-CONSTRUCTION. Prior to any grade, fill or disturbance of soil or vegetation.

GROSS AREA. The total sum area of the lot minus public rights-of-way.

GROSS DENSITY. A calculation of the number of housing units that is allowed on a property based on the maximum density permitted.

GROSS SQUARE FEET (GSF). The sum of the total square footage of any building, lot, property or area.

GROUND COVER. Low-growing vegetative materials with a mound or spreading manner of growth that provides solid cover.

GUYED TOWER. A wireless communication support structure that is typically over 100 feet tall and is steadied by wire guys in a radial pattern around the tower.

HABITABLE FLOOR (for purposes of floods). Any floor usable for living purposes, which includes working, sleeping, eating, cooking or recreation or a combination thereof. A floor used only for storage purposes is not a "habitable floor."

HABITABLE ROOM (for purposes of floods). An undivided enclosed space within a dwelling used for sleeping or kitchen facilities. This term does not include attics, cellars, corridors, hallways, laundries, serving or storage pantries, bathrooms or similar places.

HABITAT. The place or type of site where an organism lives; the place occupied by an entire community, such as a freshwater tidal marsh community.

HAZARDOUS SUBSTANCE. Any liquid, solid, gas or sludge, including any material, substance, product, commodity or waste, regardless of quantity, that exhibits any of the characteristics or criteria of hazardous waste as described in rules adopted under Chapter 70.105 RCW or in WAC 173-303-090, 173-303-100, 173-303-101, 173-303-102 or 173-303-103.

HAZARDOUS SUBSTANCE FACILITY BUFFER. A setback area between the hazardous substance land use facility boundary and the nearest point of the hazardous substance land use property line, necessary to provide added protection to adjacent land uses or resources of beneficial use. All hazardous waste treatment and storage facilities must maintain at least a fifty (50) foot buffer.

HAZARDOUS SUBSTANCE LAND USE. Any use which is permitted under this title and which includes a designated facility or the processing or handling of a hazardous substance.

HAZARDOUS SUBSTANCE LAND USE FACILITY. The projected line enclosing the area of all structures and lands on which hazardous substance land use activities occur, have occurred in the past or will occur in the future. This does not include the application of products for agricultural purposes or the use, storage, or handling of hazardous substances used in public water treatment facilities.

HAZARDOUS SUBSTANCE PROCESSING OR HANDLING. The use, manufacture, compounding, treatment, synthesis or storage of hazardous substances in excess of the following amounts of cumulative quantities: five thousand (5,000) pounds of solid hazardous substances, five hundred (500) gallons of liquid hazardous substances, six hundred fifty (650) cubic feet of

gaseous hazardous substances, or equivalent combination thereof. Hazardous substances shall not be disposed on-site unless in compliance with Dangerous Waste Regulations, WAC 173-303, and any pertinent local ordinances, such as sewer discharge standards.

HAZARDOUS WASTE. Any dangerous and extremely hazardous waste as designated pursuant to RCW 70.105, WAC 173-303, including substances composed of radioactive and hazardous components. A moderate risk waste is not a hazardous waste.

HAZARDOUS WASTE FACILITY. The contiguous land and structures, other appurtenance and improvements on the land used for recycling, storing, treating, incinerating or disposing of hazardous waste.

HAZARDOUS WASTE STORAGE FACILITY. Any designated zone facility which holds hazardous waste for a temporary period not to exceed five (5) years; this does not include accumulation of hazardous waste by the generator on the site of generation, as long as the generator complies with the applicable requirements of WAC 173-303-200 and 173-303-201.

HAZARDOUS WASTE TREATMENT FACILITY. Any designated zone facility which processes hazardous waste by physical, chemical or biological means to make such waste nonhazardous or less hazardous, safer for transport, amenable for energy or material resource recovery, amenable for storage, or reduced in volume.

HAZARDOUS WASTE TREATMENT OR STORAGE FACILITY, OFFSITE. Any hazardous waste treatment or storage facility that treats or stores any waste that is generated off the site.

HAZARDOUS WASTE TREATMENT OR STORAGE FACILITY, ONSITE. Any hazardous waste treatment or storage facility that treats or stores only that waste that is generated on the site.

HEARING EXAMINER REVIEW. A process involving the judgment and discretion of the Hearing Examiner in applying specific decision criteria and other requirements unique to a particular use in the approval of an activity permitted, or permitted conditionally, within a zoning district.

HEARING EXAMINER. A person appointed by the City to carry out the functions authorized under LMC 18A.02, Administration, and Chapter 35A.63 RCW.

HOLIDAY DECORATIONS. Temporary messages, displays, lighting, or decorations celebrating national, state, local, ethnic, and religious holidays or holiday seasons.

HOME OCCUPATION. Any occupation, profession or lawful commercial activity carried on by a resident living on the premises, and in which said activity is secondary to the use of the dwelling for living purposes, provided that the occupation or profession meets the requirements of LMC 18A.70.250.A and C.

HOME OCCUPATION, LIMITED. Any occupation, profession or lawful commercial activity carried on entirely within the dwelling, solely by a resident living on the premises, and which said activity is secondary to the use of the dwelling for living purposes; provided that the limited home occupation meets the requirements of LMC 18A.70.240.A-B.

HOMEOWNERS' ASSOCIATION. An incorporated, nonprofit organization operating under recorded land agreements through which each lot owner is automatically a member, and, each lot is automatically subject to a charge for a proportionate share of the common property, and, a charge, if unpaid, becomes a lien against the property.

HORTICULTURE. The cultivation of plants, garden crops, trees and/or stock.

HOTEL. A single building or a group of detached or semi-detached buildings containing six (6) or more guest rooms or self-contained suites, with parking provided on the site for the use of those staying in the rooms or suites, which is or are designed and used for the accommodation of transient travelers for a period not to exceed thirty (30) days.

HUMAN SCALE. The size of a building element or space relative to the dimensions and proportions of a human being.

IMPERVIOUS SURFACE. A hard surface area which either prevents or retards the entry of water into the soil mantle as it entered under natural conditions preexistent to development, or that hard surface area which causes water to run off the surface in greater quantities or at an increased rate of flow from that present under natural conditions preexistent to development. Common impervious surfaces include but are not limited to rooftops, concrete or asphalt paving, paved walkways, patios, driveways, parking lots or storage areas, grasscrete, and oiled, macadam or other surfaces, which similarly impede the natural infiltration of surface water. Open, uncovered retention/detention facilities shall not be considered impervious surfaces.

INCIDENTAL USE. A use that is in conjunction with, and smaller than the main part of a facility or use.

INCOMPATIBLE USES. For the purpose of community design, incompatible uses are those uses, including, but not limited to, outdoor storage, utilities equipment and apparatus, and loading and service facilities, which are considered to be visually intrusive, unsightly and which require site design and screening to mitigate the negative impacts to retail, service and office commercial uses and residential development.

INDUSTRIAL PRETREATMENT FACILITY. Treatment devices and structures used for the treatment of industrial wastewater prior to being released into a wastewater collection or conveyance system.

INTERIOR LOT AREA. Any area of a lot that is not within a required perimeter or buffer area.

JUDICIAL APPEALS. Appeals filed by a party of record in Pierce County Superior Court.

KENNEL. An enclosure or structure in which any combination of six (6) or more dogs that individually exceed seven (7) months of age are kept for breeding, sale, training, boarding, or sporting purposes.

KITCHEN. Any room or rooms, or portion of a room or rooms, used or intended or designed to be used for cooking or the preparation of food.

LAKE. A natural or artificial body of water of two (2) or more acres or where the deepest part of the basin at low water exceeds two (2) meters. Artificial bodies of water with a recirculation system approved by the City Engineer are not included in this definition.

LANDFILL, DEMOLITION. A solid waste facility for the permanent disposal of demolition wastes resulting from the demolition or razing of buildings, roads and other man-made structures, consisting of, but not limited to, concrete, brick, bituminous concrete, wood and masonry, composition roofing and roofing paper, steel and minor amounts of other materials. Plaster or other materials likely to produce leachate is not demolition waste.

LANDFILL, INERT. A solid waste facility for the permanent disposal of inert materials which are non-combustible and non-dangerous wastes likely to retain their physical and chemical structure including resistance to biological and chemical attack from acidic rainwater.

LANDFILL, MUNICIPAL SOLID WASTE. A solid waste facility for the permanent disposal of mixed household, commercial or industrial waste from municipal sources delivered by hauling companies or self-hauled by residents or businesses.

LANDFILL, SPECIAL WASTE. A solid waste facility for the permanent disposal of one (1) specific type of waste of limited, known and consistent composition such as an ash monofill, a landspreading disposal facility for biosolids, problem waste landfill or any facility which is not previously defined but is permitted with a state solid waste permit as a "limited purpose landfill."

LANDFILL, WOOD WASTE. A solid waste facility with two thousand (2,000) or more cubic yards of capacity for the permanent disposal of wood waste which does not contain chemical preservatives. This does not include wood waste landfills on forest lands regulated under the state Forest Practices Act but does include facilities which use wood waste as a component of fill.

LANDFILL. A solid waste facility for the permanent disposal of solid wastes in or on the land which requires a solid waste permit under RCW 70.95.

LANDSCAPING. Vegetative cover including shrubs, trees, flowers, ground cover and other similar plant material.

LARGE-SCALE COMMERCIAL FACILITIES. Principal, anchoring retail use integrated with other commercial or services uses under common ownership or use exceeding 100,000 square feet of cumulative gross floor area. For this purpose, “under common ownership or use” shall mean a single establishment which shares checkstands, management, a controlling ownership interest, or storage areas, e.g., a hardware/nursery, pharmacy, and/or grocery component associated with a general merchandise store.

LATTICE TOWER. A support structure which consists of a network of crossed metal braces, forming a tower which is usually triangular or square in cross-section.

LOADING SPACE, OFF-STREET. In space logically and conveniently located for bulk pickups and deliveries, scaled to delivery vehicles expected to be used and accessible to such deliveries when required off-street parking spaces are filled. Required off-street loading space is not to be included as off-street parking space in computation of required off-street parking space.

LOCAL ROAD OR STREET. A road or street which is used or intended to be used primarily for providing access to abutting properties.

LOT. A fractional part of divided lands having fixed boundaries, being of sufficient area and dimension to meet minimum zoning requirements for width and area, and developed or built upon as a unit. The term shall include “tracts” or “parcels”.

LOT AREA. The total area, in gross square feet (gsf), within the lot lines of a lot, excluding right-of-way. For the purposes of flood regulations, any portion of a lot lying below the ordinary high water mark or lawfully constructed bulkhead shall not be included in a lot area calculation.

LOT COVERAGE. The area of a lot covered by a building or buildings, expressed as a percentage of the total lot area.

LOT DEPTH. The perpendicular distance measured from the mid-point of the front lot line to the mid-point of the opposite lot line.

LOT LINE. The property line bounding a lot.

LOT LINE, FRONT. Normally, the property line separating the lot from the street, other than an alley, from which access is provided to the lot. For the purpose of establishing setback requirements, orientation of the dwelling unit shall be independent of access to the parcel. In the case of a corner lot, the front lot line shall be the property line with the narrow dimension adjacent to the street.

LOT LINE, REAR. The lot line which is opposite and most distant from the front lot line and which is in the same plane and runs parallel to the front lot.

LOT LINE, INTERIOR. Any property line which is neither a front nor a rear lot line.

LOT OF RECORD. A lot that is part of a subdivision recorded, pursuant to statute, with the Pierce County Auditor, or a legally created lot under state and local subdivision on regulations in effect at the time of creation or a lot described by metes and bounds, the description of which has been so recorded.

LOT, BUILDABLE. A legal lot which is proposed for use in compliance with this title, and has received approval of the water supply and sewage disposal method as appropriate to such use.

LOT, CORNER. A lot of which at least two (2) adjacent sides abut streets other than alleys.

LOT, CUL-DE-SAC. A lot which has a front lot line contiguous with the outer radius of the turn-around portion of a cul-de-sac.

LOT, FLAG. A flag lot is surrounded by abutting lots with an extended access way to a street right-of-way.

LOT, INTERIOR. A lot other than a corner lot.

LOT, THROUGH. An interior lot having frontage on two (2) streets, and which is not a corner lot.

LOT, WIDTH. The average horizontal distance between the side lot lines, ordinarily measured parallel to the front lot lines, except that portion of a flag lot that usually forms an extended access way to a street right-of-way.

LOWEST FLOOR. For flood purposes, any floor usable for living purposes, which includes working, sleeping, eating, cooking or recreation, or a combination thereof. A floor used only for storage purposes is not a lowest floor.

LUMEN. A lumen is a unit used for measuring the amount of light energy given off by a light source.

MAINTENANCE. Routine upkeep of existing structure or facilities which are in current use or operation.

MAJOR COMMERCIAL OR EMPLOYMENT CENTERS. An integrated planned development within the NC2, CBD, SD, C1, C2, IBP, I1, and I2 zoning districts with contiguous ownership larger than 12 acres in size. Contiguous properties under separate control, but which function as an integrated center and when combined are larger than 12 acres in size, may be considered a major center.

MANUFACTURED HOME PARK. A tract of land that was permitted, designed, and maintained under a single ownership or unified control where two (2) or more spaces or pads are provided solely for the placement of manufactured homes for residential purposes with or

without charge. A manufactured home park shall not include manufactured home subdivisions or recreational vehicle parks.

MANUFACTURED HOME SPACE. An apportioned piece of land within a park designed to accommodate a single manufactured home, also known as a “pad.”

MANUFACTURED HOME. A factory-assembled structure that was constructed in accordance with the 1976 or later HUD federal Manufactured Housing Construction and Safety Standards Act in effect at the time of construction, and displays the appropriate HUD or Department of Labor and Industries label,

- a. is suitable for movement along public highways;
- b. is intended solely for human habitation; and
- c. has sleeping, eating and plumbing facilities.

Manufactured homes do not include modular homes or recreational vehicles as herein defined. For the purpose of flood hazard regulations only, a manufactured home is a structure, transportable in one (1) or more sections, which is built on a permanent chassis and designed to be used with or without a permanent foundation when connected to the required utilities. It includes recreational vehicles or travel trailers that are placed on a site for more than one hundred eighty (180) consecutive days.

MAP. A representation, usually on a flat surface, of the whole or part of an area.

MARINA. Facilities which provide moorage, launching, storage, supplies and a variety of services for recreational, commercial and fishing vessels. They are differentiated from docks and moorages by their larger scale, the provision of significant shore or land-side services and/or the use of a solid breakwater (rock, bulkheading, etc.).

MAXIMUM DENSITY. The maximum number of dwelling units allowed per gross acre (dua), excluding accessory dwelling units.

MEAN HIGH WATER (MHW). The average height of all high waters over a nineteen (19) year period.

MINI-WAREHOUSE. A facility consisting of separate storage units which are rented to customers having exclusive access to their respective units for storage of residential or commercial oriented goods. No business is conducted out of storage units.

MITIGATE. To alleviate the negative impacts of a particular action.

MITIGATION. Any action that, to some degree, softens the impact of development on critical or sensitive areas. This may include all or any one of the following actions:

- a. avoiding the impact altogether by not taking a certain action or parts of an action;
- b. minimizing impacts by limiting the degree or magnitude of an action and its implementation;
- c. rectifying the impact by repairing, rehabilitating, or restoring the affected environment;
- d. reducing or eliminating the impact over time by preservation and maintenance operations; and
- e. compensating for the impact by creation, restoration, or enhancement of critical or sensitive areas to maintain their functional processes, such as natural biological productivity, habitat, and species diversity, unique features and water quality. Any mitigation action or combination of actions may involve monitoring and remedial follow-up measures.

MOBILE HOME PAD. That part of a mobile home space which has been reserved for the placement of the mobile home, appurtenant structures, or addition.

MOBILE HOME PARK. An area under one (1) ownership designed to accommodate ten or more mobile homes (see Manufactured Home for definition of mobile home).

MOBILE HOME. A structure constructed for movement on the public highways that has sleeping, cooking and plumbing facilities, that is intended for human occupancy, that is being used for residential purposes, that was constructed prior to June 15, 1976 and/or does not conform to [HUD] Manufactured Housing Construction and Safety Standards Act. Mobile home does not include recreational vehicles. The appropriate HUD or Department of Labor and Industries label is displayed.

MOBILE TRANSMISSION FACILITY. A movable, non-stationary transmission facility that contains wireless telecommunications equipment including any antenna, support structure, accessory structures, and may include other uses associated with and ancillary to wireless telecommunications facilities.

MOBILE VENDING. Any for-profit or non-profit business selling food and/or drink at or adjacent to the vehicle or cart in which such items are carried and/or prepared. This definition shall not include businesses providing or offering to provide scheduled delivery of food products to individual residences.

MODERATE RISK WASTE FIXED FACILITY. A solid waste transfer facility needing a state solid waste permit which specializes in the collection of household hazardous waste for packaging for transport to a disposal facility for recycling. It may collect limited amounts of hazardous waste from small quantity generators that are businesses which generate hazardous

waste in quantities below the threshold for regulation under Washington Dangerous Waste Regulations (RCW 70.105).

MODERATE RISK WASTE. Those wastes defined in WAC 173-303-040 as moderate risk wastes. This may include any waste that exhibits any of the properties of hazardous waste but is exempt from regulation under Chapter 70.105 RCW solely because the waste is generated in quantities below the threshold for regulation, and any household waste which is generated from the disposal of substances identified by the Department of Ecology as hazardous household substances.

MODIFICATION. The changing of any portion of a wireless telecommunications facility from its description in a previously approved permit, excluding routine maintenance and repair. Examples include, but are not limited to, changes in design or structure, changes in the heights of towers or monopoles, changes in any accessory structures or appurtenances that are affiliated with or support a wireless telecommunications facility.

MODULAR HOME. A detached dwelling that is designed for human habitation, is either entirely or substantially prefabricated at a place other than a building site, and is constructed or installed on the site in accordance with the UBC and bearing the appropriate insignia indicating such compliance. Modular homes are also commonly referred to as “prefabricated”, “panelized,” or “factory-built” units.

MODULATION. A stepping back or projecting forward of portions of a building facade within specified intervals of building width and depth as a means of breaking up the apparent bulk of a structure's continuous exterior walls.

MONOPOLE TOWER. A support structure which consists of a single pole sunk into the ground and/or attached to a foundation.

MOORAGE. Piling or a dock, or both, used to secure a boat or barge.

MOTEL. A building or group of buildings on the same lot, containing units with separate entrances and consisting of individual sleeping quarters detached or in connected rows, with or without cooking facilities, for rental to transients and guests for compensation.

MOTOR VEHICLE. Motor vehicle includes every device capable of being moved upon a public highway and in, upon, or by which any person or property is or may be transported or drawn upon a public highway except for mopeds, bicycles and other devices moved by human or animal power or used exclusively upon stationary rails or tracks.

MOTOR VEHICLE SERVICE OR REPAIR. Those establishments engaged in fixing, engine tune-up, adjusting lights or brakes, or supplying and installing replacement parts of or for passenger vehicles and trucks.

MOTOR VEHICLE SERVICE STATION. Any premises used for supplying gasoline, oil, minor accessories and services, excluding body and fender repair, for automobiles at retail direct to the customer.

MOUNT. The structure or surface upon which wireless telecommunications facilities are mounted. There are three (3) types of mounts:

- a. **Building mounted.** A wireless telecommunications facility mount fixed to the roof or side of a building.
- b. **Ground mounted.** A wireless telecommunications facility mount fixed to the ground, such as a tower.
- c. **Structure mounted.** A wireless telecommunications facility fixed to a structure other than a building, such as light standards, utility poles, water towers, and bridges.

MULTIFAMILY DESIGN REVIEW. An administrative process for the purpose of reviewing multifamily development applications for compliance with specific site design, landscape design and building design criteria.

MULTIFAMILY DWELLING. Multiple residential units within a single residential structure, or multiple residential structures, which provide separate living accommodations for multiple individuals or families. Multifamily dwelling units are typically under common ownership and management but may be separately owned condominium units on a commonly owned parcel or cooperatively owned.

MURAL. A picture on an exterior surface of a structure. A mural is a sign only if it is related by text, logo, or pictorial depiction to the advertisement of any product or service or the identification of any business.

NATURAL AREAS. All or portions of a parcel of land undisturbed by development and maintained in a manner which preserves the indigenous plant materials.

NEIGHBORHOOD PARK OR PLAYGROUND. An area for recreational activities, such as but not limited to field games, court games, crafts, playground apparatus area, skating, walking, viewing, picnicking, wading pools, swimming pools.

NET ACREAGE. The buildable area after the area of street right-of-way has been subtracted.

NOISE LEVEL REDUCTION (NLR). Difference in noise level from outside to inside of the building. NLR is a difference, in decibels, between A-weighted sound levels; it depends primarily on the nature of the walls, ceilings, windows, doors and vents and, to a lesser extent, on the amount of sound-absorbing material in the room in which the sound is received. It shall be measured, if so required, by the building official, in a completed and furnished building by application of the testing procedure described in this section.

NONCONFORMING LOT. A lot which does not conform to the design or density requirements of the zoning district in which it is located. A non-conforming lot is a lot that was legal when it was created but no longer meets the current area, width, or depth dimensional requirements for the zoning district in which the property is located. Nonconforming lots may be occupied by any permitted use in the district, provided that all other development regulations in effect at the time of development must be met.

NONCONFORMING STRUCTURE. A nonconforming structure is one which was lawfully erected in conformance with the regulations in effect at the time of its construction but which no longer conforms to current development standards including, but not limited to design, height, setback or coverage requirements of the zoning district in which it is located. A structure shall not be considered non-conforming for the purposes of this code if the only nonconforming aspect is failure to comply with the Chapter 18A.50.200, Community Design Standards.

NONCONFORMING USE. The use of land, a building or a structure lawfully existing prior to the effective date of this title or subsequent amendments thereto, which does not conform with the regulations of the district in which it is located.

NONCONFORMITY. Any land use, structure, lot or sign legally established prior to the effective date of this title or subsequent amendment, which is no longer permitted by or in full compliance with the regulations of this title.

NON-PROJECT ACTION. A decision on a policy, plan or program, which is not related to a specific project and/or which affects a significant portion of or the City of Lakewood in its entirety, including but not limited to the adoption or amendment of the comprehensive plan, development regulations, and/or subarea plans, zoning of newly annexed land, area-wide rezones, and zoning map amendments, except for site specific rezones authorized by the comprehensive plan.

NON-VEGETATIVE GROUNDCOVER. Bark mulch, gravel and other nonvegetative materials that promote vegetative growth by retaining moisture or preventing weeds.

NON-WHIP ANTENNA. An antenna that is not a whip antenna, such as dish antennas, panel antennas, etc.

NOXIOUS MATTER. Materials that are capable of causing injury to living organisms by chemical reaction or are capable of causing detrimental effects upon the psychological, social, or economic well-being of human beings.

NURSERY, HORTICULTURAL. A place where trees, shrubs, vines, etc. are propagated for transplanting or for use as stocks for grafting and where such flora can be sold.

NURSING HOME. A multi-unit or multi-bed facility that are licensed or approved to provide living accommodations and round-the-clock health care and medical supervision.

OCCUPANCY. The purpose for which a building is used or intended to be used. The term shall also include the building or room housing such use. Change of occupancy is not intended to include change of tenants or proprietors.

OCCUPANT. A person, family, group, or organization who is using or living in a particular building, apartment, or room.

ODOR CONTROL STRUCTURE. Equipment or structures appurtenant to wastewater conveyance facilities used to lessen the odors of the liquids being transported.

OFFICIAL CONTROLS. Legislatively defined and enacted policies, standards, precise detailed maps and other criteria, all of which control the physical development of the county, and are the means of translating into regulations and ordinances all or any part of the general objectives of the comprehensive plan.

OFFICIAL MAP. Maps that show the designation, location and boundaries of the various districts which have been adopted and made a part of this title.

OFF-SITE. With respect to mitigation, an area separated from the impact area by a significant distance and that offers little or no opportunity for reestablishing lost values and functions to organisms which originally benefited from the lost habitat.

OFFSITE HAZARDOUS WASTE TREATMENT OR STORAGE FACILITY. Any hazardous waste treatment or storage facility which treats or stores wastes that are generated off the site.

ON-SITE. With respect to mitigation, an area adjacent to or near the impact area that offers a reasonable opportunity for reestablishing lost values and functions to organisms which originally benefited from the lost habitat.

ONSITE HAZARDOUS WASTE TREATMENT OR STORAGE FACILITY. Any hazardous waste treatment or storage facility that treats or stores only those wastes that are generated on the site.

OPEN HOUSE. A temporary real estate event where a property owner or his representative opens a structure or structures on one or more contiguous Pierce County Assessor's tax parcels with single or the same ownership, to be inspected by the general public for the sole purpose of sale, rent, or lease of a structure thereon.

OPEN RECORD HEARING. A hearing held by a decision-making body who is authorized by the city to conduct such hearings, that creates the city's record through testimony and submission of evidence and information, under procedures prescribed by the city by ordinance or resolution.

OPEN SPACE. Land used for farm or forest uses, and any land area that would, if preserved and continued in its present use:

- a. Conserve and enhance natural or scenic resources;
- b. Protect air or streams or water supply;
- c. Promote conservation
- d. Enhance the value to the public of abutting or neighboring parks, forests, wildlife preserves, nature preservations or sanctuaries or other open space.

ORDINARY HIGH-WATER MARK. That mark that will be found by examining the bed and banks and ascertaining where the presence and action of waters are so common and usual, and so long continued in all ordinary years, as to mark upon the soil a character distinct from that of the abutting upland, in respect to vegetation as that condition exists on the effective date of this title, or as it may naturally change thereafter; provided, that in any area where the ordinary high-water mark cannot be found, the ordinary high-water mark shall be the line of mean high water.

ORNAMENTAL TREE. A tree that is either a conifer or deciduous tree that is accessory, decorative, enhance and accent the general landscaping of the site. Ornamental trees are generally between eight (8) and twenty (20) feet tall at maturity.

OUTSIDE STORAGE. All or part of a lot which is used for the keeping of materials, vehicles or products in an open, uncovered yard or in an unwallled building. Such materials may include tractors, backhoes, heavy equipment, construction materials and other similar items.

OVERLAY DISTRICT. A defined geographic area where a set of development regulations are established to achieve a specific public purpose. These regulations are in addition to those of the underlying zoning district.

OWNER. The owner of record of real property as shown on the tax rolls of the Pierce County Assessor, or a person who is purchasing a piece of property under contract.

OWNER OCCUPANT. A property owner, as reflected in title records, that makes his or her legal residence at the site, and actually resides at the site more than six months out of any given year.

OWNERSHIP. The existence of legal equitable title to land.

PACKAGE WASTEWATER TREATMENT PLANT. A pre-assembled factory built treatment plant.

PARAPET WALL. That portion of a vertical building wall that extends above the roof of the building.

PARCEL. A lot or plot of land proposed or created in accordance with this Code or prior subdivision ordinance and state law and intended as a unit for the purpose, whether immediate or future, of transfer of ownership. The external boundaries existing as of the date of incorporation of the City of Lakewood shall be used to establish what is a parcel for the purposes of this Code. For parcels which have not been conveyed since that date, the legal description used in the conveyance closest to that date shall control.

PARKING AREA. An area accessible to vehicles, which area is provided, improved, maintained, and used for the sole purpose of accommodating a motor vehicle.

PARKING SPACE. Any off-street surface area of not less than fifteen (15) feet by eight (8) feet in size, exclusive of maneuvering and access area, permanently reserved for the storage or parking of one (1) vehicle, and connected with an access which affords ingress and egress for vehicles.

PARKING STRUCTURE. A building or structure consisting of more than one (1) level, above and/or below ground with one (1) or more common entrances, and used for the parking and/or temporary storage of motor vehicles.

PARKING, SURFACE. An off-street, ground level open area, usually improved, for the parking and/or temporary storage of motor vehicles.

PARKS AND CAMPGROUNDS. A developed area devoted to overnight temporary use for vacation, and/or recreational or emergency purposes, but not for residential purposes. A camping site may be occupied by a tent, travel trailer or recreational vehicle. Campgrounds shall not include intensively developed commercial uses such as retail stores or gas stations.

PARTIES OF RECORD. Persons with legal standing with respect to an application including the applicant, property owner as identified by the records available from the Pierce County assessor's office, or any person who testified at the open record public hearing on the application and/or; Any person who submitted written comments during administrative review or has

submitted written comments concerning the application at the open record public hearing, excluding persons who have only signed petitions or mechanically produced form letters.

PASSIVE RECREATION. An outdoor leisure time activity which usually occurs in a natural or designed urban setting. Passive recreation may occur in common open lawn areas and, where determined appropriate, critical area buffers, aquifer recharge and flood water storage areas. Activities may include picnicking, sightseeing, walking, hiking, biking, horseback riding, and nature walks. Accessory structures associated with passive recreation include: Playground equipment, picnic shelters and tables, barbecue pits, exercise stations, restroom facilities, benches, directory signs, garbage containers, and landscaped areas.

PASSIVE RESTORATION. The use of natural processes, sequences, and timing which occurs after the removal or reduction of adverse stresses without other specific positive remedial action.

PATIO. A recreation area adjoining a dwelling which is often paved or a wood platform of thirty (30) inches or less above finished grade.

PEDESTRIAN-ORIENTED FACADES. Facades that feature one (1) or more of the following characteristics:

- a. Transparent window area or window displays along at least half the length of the ground floor facade.
- b. Sculptural, mosaic or bas-relief artwork along at least half the length of the ground floor facade.
- c. Pedestrian-oriented space, as defined below.
- d. Other measures that meet the intent of the criteria, as approved in conjunction with overall design review approval.

PEDESTRIAN-ORIENTED SPACE. An area between a building and a public street or another building that promotes visual and pedestrian access onto the site and that provides pedestrian-oriented amenities and landscaping to enhance the public's use of the space. Pedestrian-oriented spaces include but are not limited to outdoor plazas, arcades, courtyards, seating areas, and amphitheaters. Pedestrian-oriented spaces have:

- a. Visual and pedestrian access, including handicapped access, into the site from the public right-of-way.
- b. Special textured paved walking surfaces of either concrete or approved unit paving.

- c. On-site or building-mounted lighting providing at least four (4) footcandles (avg.) on the ground.
- d. Seating; at least four (4) feet of seating area (bench, ledge, etc.) or one (1) individual seat per sixty (60) square feet of plaza area or open space.
- e. Landscaping, including trees and seasonal plantings, that defines the space but does not act as a visual barrier to views from the street or adjacent buildings.
- f. Site furniture, artwork or amenities such as fountains, kiosks, etc.
- g. Pedestrian weather protection or other enclosure, such as an arcade or gazebo.

Generally, pedestrian-oriented spaces shall not have:

- a. Asphalt or gravel pavement.
- b. Adjacent unscreened parking lots.
- c. Adjacent chain-link fences.
- d. Adjacent “blank walls” without “blank wall treatment”.

PEDESTRIAN-ORIENTED USE. A commercial use whose customers commonly arrive on foot, or where signage, advertising, window display and entryways are oriented toward pedestrian traffic on a public sidewalk. Pedestrian-oriented businesses may include restaurants, retail shops, personal service businesses, travel services, banks (except drive-through windows), and similar establishments.

PENNANT. A tapered flag having a distinctive triangular form. (See FLAG and STRING PENNANTS)

PERFORMANCE STANDARDS. Criterion to control noise, odor, smoke, toxic or noxious matter, vibration, fire and explosive hazards, or glare or heat generated by or inherent in uses of land or buildings.

PERSON. Any natural person, firm, partnership, association, social or fraternal organization, corporation, estate, trust, receiver, syndicate, branch of government, or any other person or combination acting as a unit, with legal rights and duties, whether acting by themselves or by a servant, agent, employee, or guardian.

PERSONAL WIRELESS SERVICE, PERSONAL WIRELESS SERVICE FACILITIES, AND FACILITIES. (see Wireless Telecommunications Facility).

PILING. Wood, concrete or steel posts driven into the bottom in aquatic areas either as mooring devices or to support a dock, float, range marker, or other structure.

PLAT. A map or representation of a subdivision, showing thereon the division of a tract or parcel of land into lots, blocks, streets, and alleys or other division and dedications.

PLAT, PRELIMINARY. A neat and approximate drawing of a proposed subdivision showing the general layout of streets and alleys, lots, blocks, and other elements of a subdivision consistent with the requirements of the City subdivision regulations and Chapter 58.17 RCW. The preliminary plat shall be the basis for the approval or disapproval of the general layout of a subdivision.

PLAT, SHORT. A legally recorded map or drawing which subdivides a parcel of ground into four (4) or fewer lots, tracts, parcels, sites, or divisions for the purpose of sale, lease or transfer of ownership.

PLAZA. A pedestrian space that is available for public use and is situated near a main entrance to a building or is clearly visible and accessible from the adjacent right-of-way. Typical features include special paving, landscaping, lighting, seating areas, water features, and art.

POST OFFICE, BRANCH. A government operated subdivision of a main post office serving as a base for one (1) or more carrier routes and providing customer postal service.

POST OFFICE, CONTRACT STATION. A privately operated, limited-service postal facility carried on as adjunct to a principal business or use.

PREEMPTED FACILITY. Any hazardous waste facility defined as a preempted facility in RCW 70.105.010 or in Chapter 173-303 WAC. This may include any facility that includes as a significant part of its activities any of the following hazardous waste operations:

- a. Landfill,
- b. Incineration,
- c. Land treatment,
- d. Surface impoundment to be closed as a landfill, or
- e. Waste pile to be closed as a landfill.

PRE-EXISTING WIRELESS TELECOMMUNICATIONS FACILITY (WTF). Any wireless telecommunications facility for which a building permit and/or development permit has been properly issued prior to the date of adoption of this ordinance, including permitted Wireless Telecommunications Facilities (WTFs) that have not yet been constructed, so long as that permit or approval has not expired.

PRELIMINARY APPROVAL. An approval, based upon an application and conceptual plan for a Discretionary Land Use Permit, granted by the Director or Examiner which sets forth certain conditions.

PRESCHOOL. An establishment providing exclusively educational programs for prekindergarten or preschool children, but excluding daycare uses as specified in LMC 18A.20.400, Use Types and Levels.

PRINCIPAL USE. The main use to which the premises are devoted and the principal purpose for which the premises exist.

PROCESSING OR HANDLING OF A HAZARDOUS SUBSTANCE. The compounding, treatment, manufacture, synthesis, use or storage of hazardous substances in excess of the following amounts in bulk quantities: five thousand (5,000) pounds of solid hazardous substances, five hundred (500) gallons of liquid hazardous substances, and six hundred fifty (650) cubic feet of gaseous hazardous substances.

PROJECT ACTION. Any action taken or activity performed in conjunction with a development or to make a use possible, on a specific site or within a defined geographic area. Project actions do not in and of themselves constitute or result in a specific use. A project action involves a decision on a specific project located in a defined geographic area, such as agency decisions to license, permit, fund, or undertake any activity that will directly modify the environment, whether the activity will be conducted by the agency, an applicant, or under contract, or to purchase, sell, lease, transfer, or exchange natural resources, including publicly owned land, whether or not the environment is directly modified.

PROJECT PERMIT. Any land use or environmental permit or license required from the City of Lakewood for a project action, including but not limited to building permits, site development permits, grading or other land preparation permits, subdivisions, binding site plans, conditional uses, shoreline substantial development permits, site plan review, site specific rezones authorized by the comprehensive plan and other discretionary or administrative land use permits or approvals; but excluding adoption or amendment of the comprehensive plan and development regulations, zoning of newly annexed land, area-wide rezones, and zoning map amendments except as otherwise specifically included above in this definition.

PROPERTY MANAGER. A person or firm charged with the management of land and buildings as a business including renting of property, and keeping the premises and buildings in good condition.

PROPERTY LINE ADJUSTMENT. The relocation of a common property line between two (2) abutting properties.

PROVIDER. A corporation, company, association, joint stock company, firm, partnership, sole-proprietorship, limited liability company, other entity or individual which provides telecommunications services through the use of wireless telecommunications facilities.

PUBLIC ACCESS. Public access to shoreline and aquatic areas either may be achieved through

- a. direct physical access to shoreland and aquatic areas (i.e. boat ramps);
- b. aesthetic access (i.e. viewing opportunities); and
- c. other facilities providing some degree of access to shorelands and aquatic areas.

PUBLIC FACILITIES. Public facilities include streets, roads, highways, sidewalks, street and road lighting systems, traffic signals, domestic water systems, storm and sanitary sewer systems, storm waste facilities, parks and recreational facilities and schools. Such facilities include, but are not limited to, water supply electric power, gas and transportation of persons or freight.

PUBLIC GAIN. The net gain from combined economic, social, and environmental effects which accrue to the public because of a use or activity and its subsequent resulting effects.

PUBLIC MEETING. An informal or formal meeting, workshop, or other public gathering of persons to obtain comments from the public or other agencies on a proposed project permit prior to the City's decision, but is not an open record hearing.

PUBLIC ON-SITE OPEN SPACE. A space that is accessible to the public at all times, predominantly open above, and designed specifically for use by the general public as opposed to serving merely as a setting for the building.

PUBLIC OR SEMI-PUBLIC USE. A structure or use, owned or operated by a state, county, city, school district or other public or private agency or concern for the benefit of the public generally including schools, fire stations, libraries, community building, museums, child care centers, fairgrounds, and churches but does not include specific uses or structures which are defined separately in this section.

PUMP/LIFT STATION. The part of a water collection or distribution system that raises water from a lower to a higher elevation.

QUALIFIED ARCHITECT OR ENGINEER. An architect or engineer registered in the state of Washington who, by reason of his/her training and experience, is considered qualified to pass judgment on acoustical design, materials, and methods of construction for the attenuation of noise. The qualifications of the architect or engineer relative to acoustical design must be reviewed and found to be acceptable by the building official.

QUEUING. Specified area for vehicles awaiting service in a drive-through facility, which may include not only the space between point of ingress and the point of service, but also, where applicable, points of service internal to the drive-through operation. Where a drive-through contains not just one but separate points of ordering, payment, and/or receipt of goods, queuing is considered to apply in between all three points as well as between the ingress point and initial point of service. “Queuing” may be used interchangeably with “stacking.”

RECIDIVISM. A condition that results when an offender who has served a period of incarceration is subsequently released from confinement and commits a new crime. As applied herein, a recidivating event is any event that results in the filing of criminal charges in any court of competent jurisdiction; or when an offender is administratively adjudicated and judged to have violated the terms of supervision or confinement in a manner that, had he or she been prosecuted in court, would have been equivalent to a misdemeanor, gross misdemeanor or felony crime in the state of Washington. Administrative adjudications are those conducted by DOC, the Indeterminate Sentence Review Board, their successors or their surrogates. Recidivating events include any criminal conduct including those which occur within the Type 4 Group Home.

RECORDED. Unless otherwise stated, filed for record with the Auditor of the County of Pierce, State of Washington.

RECREATION. The refreshment of body and mind through forms of play, amusement or relaxation. The recreational experience may be active, such as boating, fishing, and swimming, or may be passive such as enjoying the natural beauty of the shoreline or its wildlife. Facilities included as low-intensity recreation include picnic tables, trail signs, unpaved trails and portable restrooms.

RECREATIONAL VEHICLE PARK. A plot of ground upon which two (2) or more recreational vehicles are located, established or maintained for occupancy by recreational vehicles of the general public as temporary living quarters for recreational, education or vacation purposes.

RECREATIONAL VEHICLE. A camping trailer, travel trailer, motor home, truck camper, and any similar vehicular-type units primarily designed as temporary living quarters for recreational, camping or travel use, with or without motor power, being of such size and weight as to be operable over highways without requirement of a special highway movement permit.

RECYCLING CENTER. A center for the receiving and storage of recyclable materials such as paper, glass and aluminum. The center would receive materials from the general public. This use may involve some outside storage.

RECYCLING COLLECTION SITE. A site with collection boxes or other containerized storage where citizens can leave materials for recycling.

REHABILITATION. Infrequent, extensive repair of more than routine nature to existing structures or facilities which are in current use or operation.

RELIGIOUS ASSEMBLY. An establishment whose principal purpose is religious worship and for which the principal building or other structure contains the sanctuary or principal place of worship, which may include accessory uses in the main building or in separate buildings or structures such as religious educational class rooms, assembly rooms, library or reading room, recreation hall, and a single dwelling unit for caretaker or clergy and his/her immediate family.

REMOTE SWITCHING UNIT. A device or group of devices in a telephone system having the necessary equipment for terminating and interconnecting subscribers' lines, farmer lines, toll lines and inter-facilities trunks, normally dependent on one (1) or more Central Office Switching Units for full operability.

REPLAT. The act of platting the lots, parcels and easements in a recorded subdivision or partition plat to achieve a reconfiguration of the existing subdivision or partition plat or to increase or decrease the number of lots in the subdivision.

RESORT. Any area of land or water used for open land commercial or private recreation where overnight lodging, meals and related tourist services are provided in conjunction with such recreational use.

RETAIL TRADE. The sale or rental of goods and merchandise for final use or consumption.

REVEGETATION. The planting of vegetation to cover any land areas which have been disturbed during construction.

RIGHT-OF-WAY. Land owned, dedicated or conveyed to the public, used primarily for the movement of vehicles, wheelchair, bicycle, and pedestrian traffic. Right-of -way may also include land privately owned, provided that such land has been developed and constructed in compliance with all applicable laws and standards for a public right-of-way.

RIPARIAN. Of, pertaining to, or situated on the edge of the bank of a river, stream or other body of water.

RIPRAP. A layer, facing, or protective mound of stones randomly placed to prevent erosion, scour or sloughing of a structure or embankment; also, the stone so used. In local usage, the similar use of other hard material, such as concrete rubble, is also frequently included as riprap.

ROADSIDE STAND. A temporary structure designed or used for the display or sale of agricultural products primarily produced on the premises upon which such a stand is located.

ROOM. Any space in a building enclosed or set apart by a partition or partitions which is habitable and shall be deemed to apply to any room used as a bedroom, a dining room, a living room, a sitting room, a parlor, a kitchen, a sewing room, a library, a den, a music room, a dressing room, a sleeping porch, a sun room, a sun porch, a party room, a recreation room, a breakfast room, a study, and similar uses.

ROWHOUSE. A three-story residential structure in which individual dwelling units are attached along at least one (1) common wall to at least two (2) other dwelling unit. Each dwelling unit occupies space from the ground to the roof and no portion of a unit may occupy space above or below another unit, except that townhouse units may be constructed over a common shared parking garage, provided the garage is underground.

SALVAGE YARD OR JUNKYARD. A place where waste, discarded or salvaged materials are bought, sold, exchanged, stored, baled, cleaned, packed, disassembled or handled, including, but not limited to, auto and motor vehicle wrecking yards, house wrecking yards, used lumber yards and yards for use of salvaged house wrecking and structural steel materials and equipment.

SCREENING. Placement of a wireless telecommunication facility such as a tower or mount among trees or other appropriate vegetation to provide a natural, aesthetic appearance to the location of such wireless telecommunication facility.

SECONDARY USE. A use subordinate to the principal or primary use of the property, such as commercial, residential, or industrial uses allowed in each zoning district, etc.

SECONDHAND DEALER. Any person engaged, in whole or in part, in the business of buying, selling, trading, or otherwise transferring for value, secondhand or used personal property, metal junk, melted metals, or precious metals and consigned or auctioned goods.

SECONDHAND PROPERTY/GOODS. Any and all used or secondhand goods or items of personal property which can be used again for the purpose for which they were originally intended, including, but not limited to, valuable items such as coins with a value greater than their face value, precious metals, precious stones and jewelry.

SECURITY BARRIER. A wall, fence, or berm that has the purpose of securing a wireless telecommunications facilities wireless service facility from unauthorized entry or trespass.

SEPTAGE. A semisolid consisting of settled sewage solids combined with varying amounts of water and dissolved materials generated from a septic tank system.

SERVICE AREAS. Service areas refer to areas, enclosed or open, that contain equipment and uses such as ground level mechanical equipment, utility vaults, loading zones, outdoor storage areas, and trash and recycling areas.

SERVICE PROVIDER. The department, district or agency responsible for providing the specific public facility or service.

SERVICE USES OR ACTIVITIES. A business which sells the knowledge or work of its people rather than a tangible product.

SETBACK. The minimum required distance, measured from the wall line of any structure and a specified line such as a property line or buffer line that is required to remain free of structures unless otherwise provided in this title.

SEWAGE SYSTEM, ON-SITE. Any system of piping, treatment devices, or other facilities that convey, store, treat, or dispose of sewage on the property where it originates or on adjacent or nearby property under control of the user where the system is not connected to a public or approved private sewer system.

SEWAGE COLLECTION SYSTEM. Pipelines, culverts, and appurtenances which transport wastewater and sewage from points of origin to wastewater treatment plants, or which convey treated wastewater to points of discharge.

SHADING VEGETATION. Vegetation planted on the south side of a major creek that generally provides shade from midmorning to midafternoon. Examples of shading vegetation are specified in LMC 18A.50.400, Landscaping.

SHED, STORAGE. A structure in which possessions are kept for future use and which is constructed on the owner's property. The owner may not lease the structure or any portion of the storage area to a second party. The structure shall not be used for any form of commercial production or retail sales activities.

SHOPPING CENTER. A retail shopping area designed as a unit, with a minimum of six (6) tenant spaces, and which uses a common parking area.

SHORELINE. The boundary between a body of water and the land, measured on tidal waters at the landward limit of aquatic vegetation or, where aquatic vegetation is absent, Mean Higher High Water; and on non-tidal waterways at the ordinary high water mark.

SHORELINE STABILIZATION. The protection from erosion and sloughing of the banks of tidal or non-tidal streams, rivers or lakes by vegetative or structural means:

- a. Vegetative shoreline stabilization is the use of lands that anchor the soil to prevent shoreline erosion and sloughing.
- b. Structural shoreline stabilization is the use of riprap, bulkheads, sea walls, or other non-vegetative material to prevent shoreline erosion.

SIGNIFICANT TREE. An existing tree which, when measured at four and one-half (4 1/2) feet above ground

- a. has a minimum diameter of nine (9) inches for evergreen trees and deciduous trees;
- b. has a minimum diameter of six (6) inches for Garry Oaks, also known as Oregon White Oaks, and,
- c. Regardless of the tree diameter, is determined to be significant by the Community Development Director due to the uniqueness of the species or provision of important wildlife habitat.

SINGLE FAMILY ATTACHED DWELLING. A single-family residential structure that is structurally attached to another single-family residential structure and provides living accommodations for an individual or family. Attached dwelling units may be separate structures located on individual lots or on a commonly owned parcel.

SINGLE FAMILY DETACHED DWELLING. A residential dwelling unit that is not attached to another residential dwelling unit by any means and provides living accommodations for a single individual or family. Dwelling units shall be separately located, with a maximum of one (1) dwelling unit per individual lot.

SITE PLANNING. Site planning is the arrangement of buildings, driveways, sidewalks, public open spaces, landscaping, parking, and other facilities on a specific site.

SKATING RINK. A commercial facility wherein the rental of skating equipment occurs and an enclosed skating surface for private or public use is provided.

SLOPE LINE. The line perpendicular to the contour lines crossing the property.

SOIL. Soil means the surface layer of earth supporting plant life.

SOLID WASTE INCINERATOR. The processing of solid wastes by means of pyrolysis, refuse-derived fuel or mass incineration within an enclosed structure. These processes may include the recovery of energy resources from such waste or the conversion of the energy in such wastes to more useful forms or combinations thereof. This definition refers to citywide or regional-scale operations and does not include solid waste incineration which is accessory to an individual principal use.

SOLID WASTE TRANSFER STATION. The transfer of solid waste materials from route collection trucks to larger capacity semi-trailers for transport to a solid waste disposal site. The transfer activities would be conducted entirely within an enclosed structure. The use may involve a service area for the repair and maintenance of trucks and an outside parking area for trucks.

SOLID WASTE. All wastes, including, but not limited to, garbage, rubbish, ashes, industrial wastes, swill, demolition and construction wastes, abandoned vehicles or parts thereof, discarded commodities, sludge from wastewater treatment plants, seepage from septic tanks, wood wastes, dangerous wastes, and problem wastes.

SOUND ABSORPTION. Capacity of the materials and furnishings in a habitable room to absorb sound.

SOUND LEVEL. In decibels, the quantity measured by an instrument that satisfies American National Standard Specification for Sound Level Meters, S1.4-1971, or the most recent revision thereof. Sound level is understood to be measured with the A-weighted filter and slow response of the instrument.

SOUND TRANSMISSION CLASS (STC) OF A PARTITION. A single figure rating of the sound-isolating properties of a partition, which takes into account the relative importance of the sound transmission loss of the partition at different frequencies. The determination of the sound transmission class of a partition is described in "Determination of Sound Transmission Class," American Society for Testing and Materials, Designation E413-73.

SOUND TRANSMISSION LOSS OF A PARTITION. A measure of the sound-isolating properties of a wall, floor, ceiling, window or door, that is characteristic of the partition itself and not the room of which it is part. The determination of sound transmission loss of a partition, in the field, is described in "Measurement of Airborne Sound Isolation in Buildings," American Society for Testing and Materials, Designation E336-71 or the latest revision thereof.

SPORTING VEHICLE. A motor- or wind-powered device used in or on the water or off normal public roads for recreational or sporting purposes.

STABILIZATION. The process of controlling or stilling the movement of sand and eroding soil by natural vegetative growth, planting of grasses and shrubs, or mechanical means such as wire net or fencing.

STACKING SPACE. The space specifically designated as a waiting area for vehicles whose occupants will be patronizing a drive-in business. Such space is considered to be located directly alongside a drive-in window, facility or entrance used by patrons and in lanes leading up to and away from the business establishment.

STORAGE. The parking of vehicles or machinery and/or the placement of equipment, inventory, goods or materials in a location for more than 72 hours or the use of a site for the parking of vehicles or machinery and/or the placement of equipment, inventory, goods or materials in a reoccurring or routine manner, regardless of the time interval.

STORMWATER CONVEYANCE FACILITIES. Features such as gutters, pipelines, culverts, manholes, weirs, man-made and natural channels, water quality filtration systems and drywells that convey stormwater.

STORMWATER MULTIPLE USE FACILITIES. Stormwater pond facilities that are also developed to allow uses such as parks, recreational, educational and research structures and activities.

STORY. That portion of a building included between the upper surface of any floor and the upper surface of the floor next above, except that the topmost story shall be that portion of a building included between the upper surface of the topmost floor and the ceiling or roof above.

STREAMBANK ALTERATION. Realignment of a stream bank or the entire stream, either within or without its normal high water boundaries.

STREAM BANK, TOP OF. That line along the highest elevations at the top of a slope above a channel or stream, where the slope changes to less than ten (10) percent.

STREET FURNITURE. The objects placed on or near a sidewalk for use, convenience or enjoyment primarily by pedestrians such as benches or other seating arrangements, trash receptacles, mail and newspaper boxes, kiosks, light poles, and art objects.

STREET TREE FUND. A fund established by ordinance for the purpose of allowing the transfer of street improvements including street trees, landscaping and urban design features such as sidewalks and street furniture from one site to another.

STREET TREE. A species of tree approved by the City of Lakewood to be planted along street frontages in accordance with the provisions of LMC 18A.50.400, Landscaping.

STREET WALL. The construction of buildings adjacent to the edge of the sidewalk and which abut each other or are in very close proximity to one another, to create the effect of a continuous wall of building facades along the sidewalk at the property lines.

STREET, CUL-DE-SAC. A street having only one (1) outlet for vehicular traffic, with a turnaround at the closed end and which is not planned to be extended or continued to serve future subdivisions or development on adjacent lands.

STREET, STUBBED. A street having only one (1) outlet for vehicular traffic which is constructed to the edge of a property line, and which is to be extended or continued to serve future subdivisions or development on adjacent property.

STREET. A public access way located within a thirty (30) feet right-of-way that was created to provide ingress and/or egress to one (1) or more lots, parcels, areas or tracts of land and includes the terms road, highways, lanes, avenue, or similar designation.

STREETSCAPE. The streetscape is the visual character and quality of a street as determined by various elements located between the edge of the street and the building face, such as trees and other landscaping, street furniture, lighting, artwork, transit stops, signage, utility fixtures and equipment, and paving treatments. Where there are frequent and wide spaces between buildings, the streetscape will be defined by the pattern of building and open space and the character of that open space.

STRUCTURAL ALTERATION. Any change to the supporting members of a building including foundations, bearing walls or partitions, columns, beams, or girders or any structural change in the roof or in the exterior walls.

STRUCTURE (used in connection with flood regulations only). A walled and roofed building, a manufactured home, and a gas or liquid storage tank that is principally above ground.

STRUCTURE. Anything that is constructed in or on the ground or over water, including any edifice, gas or liquid storage tank, and any piece of work artificially built up or composed of parts and joined together.

SUBDIVIDER. Any person who undertakes the subdivision of land for the purpose of ownership or development at any time, whether immediate or future.

SUBDIVISION. The act of dividing a parcel or tract of land into smaller lots and tracts.

SUBDIVISION, FINAL. The final drawing of the subdivision and dedication prepared for filing for record with the County Auditor and containing all elements and requirements set forth in this Title and Chapter 58.17 RCW.

SUBSTANTIAL IMPROVEMENT (for the purposes of flood regulations only). Any repair, reconstruction, or improvement of a structure, the cost of which equals or exceeds fifty (50) percent of the market value of the structure either:

- a. Before the improvement or repair is started, or
- b. If the structure has been damaged and is being restored, before the damage occurred.

Substantial improvement is considered to occur when the first alteration of any wall, ceiling, floor, or other structural part of the building commences, whether or not the alteration affects the external dimensions of the building. The term does not, however, include:

- a. Any project for improvement of a structure to comply with existing state or local health, sanitary or safety code specifications which are solely necessary to assure safe living conditions, or
- b. Any alteration of a structure listed on the National Register of Historical Places or a State Inventory of Historic Places.

SURFACE MINING. Any area or areas within one-half (1/2) mile of each other, where extraction of minerals from the surface results in: Removal of five thousand (5,000) cubic yards of material; or More than three acres of disturbed area; or Mined Slopes greater than thirty (30) feet high land steeper than one (1) foot horizontal to one (1) foot vertical; or more than one (1) acre of disturbed area within an eight (8) acre or greater area when the disturbed area results from mineral prospecting or exploration activities. Surface mines include areas where mineral extraction from the surface occurs by the auger method or by reworking mine refuse or tailings, when these activities exceed the quantity, size, or height threshold listed above. Surface mining shall not include excavations and grading for the purpose of public safety or restoring the land following a natural disaster.

SURVEY AND MONUMENT. To locate and monument the boundaries of a partition parcel, road right-of-way or road easement.

TELECOMMUNICATIONS SERVICE. The offering of telecommunications for a fee directly to the public, or to such classes of users as to be effectively available directly to the public, regardless of the facilities used.

TELECOMMUNICATIONS. The transmission, between or among points specified by the user, of information of the user's choosing without change in the form or content of the information as sent and received.

TEMPORARY USE. A non-permanent structure, use or activity involving minimal capital investment that does not result in the permanent alteration of the site and which is intended to exist or operate for a limited period of time.

TOWER [FOR THE PURPOSES OF WIRELESS TELECOMMUNICATIONS FACILITIES (WTF)]. Any structure that is designed and constructed primarily for the purpose of supporting one (1) or more antennas for telecommunications, including, but not limited to, radio and television transmission towers, microwave towers, common-carrier towers, cellular telephone towers or personal communications services towers, alternative tower structures and other similar communication purposes. The term includes the structure, all structural supports, and all related buildings and appurtenances.

TOWNHOUSE. A two-story residential structure in which individual dwelling units are attached along at least one (1) common wall to at least two (2) other dwelling units. Each dwelling unit occupies space from the ground to the roof and no portion of a unit may occupy space above or below another unit, except that townhouse units may be constructed over a common shared parking garage, provided the garage is underground.

TOXIC MATERIALS. A substance (liquid, solid, or gaseous) which by reason of an inherent deleterious property tends to destroy life or impair health.

TRACT. Any parcel of land, lot, building site, or contiguous combination thereof devoted to or intended to be devoted to a principal use and any other uses customarily accessory thereto.

TRAILER, AUTOMOBILE COMMERCIAL. A vehicle without motor power designed to be drawn by a motor vehicle and which trailer is used or is to be used for carrying goods and property.

TRANSFER STATION, DROP-BOX. A solid waste facility requiring a state solid waste permit which is used for placement of a detachable container including the area adjacent for necessary entrance and exit roads, unloading and turn-around areas. The facility normally serves the general public with loose loads and receives waste from offsite.

TRANSFER STATION. A solid waste facility requiring a state solid waste permit which is a permanent, fixed supplemental collection and transportation facility, used by person and route collection vehicles to deposit collected solid waste from offsite into a larger transfer vehicle for transport to a disposal facility. It may include baling or compaction activities or recycling facilities.

TRANSITIONAL HOUSING. A facility operated publicly or privately to provide housing for individuals or families who might otherwise be homeless and generally have no other immediate living options available to them. Transitional housing shall not exceed a two (2) year period per individual or family.

TRANSIT-ORIENTED DEVELOPMENT. Development that is centered around and coordinated in its use and design with a transit station or other transit facility. Transit-oriented development includes a variety of different planning and development projects, but is typically compact, medium to high density, mixed-use development within walking distance of transit with a focus on pedestrian orientation and creating neighborhood centers, places and/or gathering spots.

TRANSPARENT GLASS. Windows that are transparent enough to permit the view of activities within a building from nearby streets, sidewalks and public spaces. Tinting or some coloration is permitted, provided a reasonable level of visibility is achieved. Reflective or very dark tinted glass does not accomplish this objective.

TREE REMOVAL PERMIT. An approval granted by the Community Development Department to remove a significant tree(s) within the city.

TREE. Any living woody plant characterized by one (1) main trunk and many branches.

UNIFORM BUILDING CODE (UBC). The current version of the Uniform Building Code, published by the International Conference of Building Officials.

UNIQUE AND FRAGILE AREA. An area of special environmental significance for wildlife habitat, threatened plant communities or natural scenic quality.

UNLICENSED WIRELESS SERVICES. Commercial mobile services that operate on public frequencies and are not required to have a FCC license to operate.

USE CATEGORY. A group of similar use types that are associated with each other to such an extent that they represent a general land use function.

USE TYPE. A group of similar uses that are fundamentally related to each other, contain equivalent characteristics, and which fall within the same use category.

USE, PERMITTED. Any use allowed in a zoning district and subject to the restrictions applicable to the specific use.

USE, PRINCIPAL. The primary or predominant use of any lot or parcel.

USE. The purpose or activity for which land or buildings are designed, arranged, or intended, or for which land or buildings are occupied, maintained, rented, or leased, and includes any manner of performance of such activity with respect to the performance standards of this zoning code. A use often involves the placement of structures or facilities for industry, commerce, habitation, or recreation.

UTILITIES. Public facilities including electrical substation, electrical generation facilities, electrical transmission, telephone or communication lines, pipelines, sewer lines, water lines, natural gas lines, or similar transmission facilities, natural gas gate valve and storage facilities, sewage collection and treatment facilities, waste disposal facilities, waste transfer facilities, and water supply facilities.

UTILITY VEHICLE. A utility vehicle includes those devices capable of being moved upon a public highway and in, upon, or by which any property or animal is or may be transported or drawn upon a public highway such as utility trailers, horse trailers, and other similar devices, except for devices moved by human or animal power or used exclusively upon stationary rails or tracks.

VARIANCE. A modification of regulations of this title when authorized by the hearing examiner after finding that the literal application of the provisions of this title would cause undue and unnecessary hardship in view of certain facts and conditions applying to a specific parcel of property.

VEGETATIVE GROUNDCOVER. Low growing vegetation that does not usually exceed one (1) foot in height and eventually grows together to form a continuous mass.

VETERINARY CLINIC. Any premises to which animals are brought, or where they are temporarily kept, solely for the purpose of diagnosis or treatment, care, observation or treatment of any illness or injury to domestic or exotic animals.

WAREHOUSE. A structure, or part of a structure, for storing goods, wares, and merchandise, whether for the owner of the structure or for others.

WASTE-TO-ENERGY FACILITY, MUNICIPAL SOLID WASTE. A combustion plant specializing in disposal of or energy recovery from mixed waste from municipal sources.

WASTE-TO-ENERGY FACILITY, SPECIAL. A combustion plant designed to burn more than twelve (12) tons per day and specializing in disposal of or energy recovery from a single type of waste of known and consistent composition, other than municipal waste, such as tires or infectious waste.

WASTE-TO-ENERGY FACILITY. Any solid waste facility designed as a combustion plant to dispose of solid waste or to recover energy in a useable form from mass burning, refuse-derived fuel incineration, pyrolysis or any other means of using the heat of combustion of solid waste which requires a state solid waste permit under RCW 70.95.

WASTEWATER TRANSFER FACILITY. Equipment, structures, driving and parking surfaces, and appurtenances used for loading wastewater for transport to wastewater treatment facilities.

WASTEWATER. Water that carries waste from domestic, commercial or industrial facilities together with other waters which may inadvertently enter the sewer system through infiltration and inflow.

WATER PURIFICATION FACILITY. Treatment plants or facilities for disinfecting water.

WATER SUPPLY, POTABLE. A water source that complies with appropriate state agency regulations as to quality and quantity for use as a drinking source.

WESTERN STATE HOSPITAL CAMPUS. A hospital and surrounding buildings, wards, and related and/or accessory structures, operated and maintained by the state of Washington for the care and treatment of patients affected with acute or chronic mental illness. The campus also includes the operation of an existing child study and treatment center and forensic center, both of which are located on the grounds of the Western State Hospital campus. Mental health facilities, the child study and treatment center, and the forensic center are subject to the public facilities master plan development standards listed in LMC 18A.30.850 as hereafter may be amended. The mental health facilities located at Western State Hospital are considered to constitute an Essential Public Facilities Civic use type.

WETLAND CREATION. Alteration, by excavation or other means, of upland areas to allow local hydrologic conditions to convert soils and vegetation to hydric character.

WETLAND ENHANCEMENT. An action which results in a long term improvement of existing wetland functional characteristics and processes that is not the result of a creation or restoration action.

WETLANDS. Those areas that are inundated or saturated by surface or ground water at a frequency and duration sufficient to support, and that under normal circumstances do support, a prevalence of vegetation typically adapted for life in saturated soil conditions.

WHIP ANTENNA. An omnidirectional dipole antenna of cylindrical shape that is no more than six inches in average diameter.

WHOLESALE. Establishments primarily engaged in selling merchandise to retailers; industrial, commercial, institutional, or professional business users; or other wholesalers; or acting as agents or brokers and buying for or selling merchandise to such individuals or companies; and professional and commercial equipment suppliers.

WIRELESS TELECOMMUNICATIONS FACILITIES (WTF), INCLUDING PERSONAL WIRELESS SERVICE. Personal wireless service facilities, and facilities as defined in Title 47, United States Code, Section 332(c)(7)(C), including all future amendments, and also includes facilities for the transmission and reception of radio or microwave signals used for communication, telecommunication, cellular phone personal communications services, enhanced specialized mobile radio, any other services licensed by the FCC, and any other unlicensed wireless services.

YARD. An open area on a lot with a building and bounded on one (1) or more sides by such building, such space being unoccupied land unobstructed from the ground upward.

YARD SALE. All temporary and intermittent sales which may be variously referred to as “garage sale,” “lawn sale,” “attic sale,” “rummage sale,” “estate sale,” or any similar casual sale of tangible personal property from a residence or community use which is advertised by any

means whereby the public at large is or can be made aware of the sale, and which is clearly secondary to the primary use of the site.

YARD, FRONT. An open space on the same lot with the building, between the front wall line of the building, exclusive of steps, and the front property line, including the full width of the lot to its side line.

YARD, REAR. An open space on the same lot with the building between the rear wall line of the building, exclusive of steps and accessory buildings, and the rear line of the lot, including the full width of the lot to its side lines.

YARD, SIDE. An open, unoccupied space on a lot, between the side wall line of the main building, exclusive of steps, and the side property line of the lot.

ZONING CERTIFICATION. A certificate, issued prior to a project permit, stating that the proposed use is in accordance with the requirements and standards of this title

ZONING DISTRICT. An area accurately defined as to boundaries and location, and classified by the Zoning Code as available for certain types of uses and within which other types of uses are excluded.

ZONING. The regulation of the use of private lands or the manner of construction related thereto in the interest of implementing the goals and policies of the comprehensive plan. Zoning includes both the division of land into separate and distinct zoning districts, and the specific use and development standards that regulate development. Such regulation shall also govern those public and quasi-public land use and buildings that provide for government activities and proprietary type services for the community benefit, except as prohibited by law. State and federal governmental activities are strongly encouraged to cooperate under these regulations to secure harmonious city development.

Section 13: Severability. If any section, sentence, clause, or phrase of this ordinance should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity of any other section, sentence, clause, or phrase of this ordinance.

Section 14: Effective Date. This ordinance shall take place thirty (30) days after its publication or publication of a summary of its intent and contents.

ADOPTED by the City Council this 2nd day of February, 2015.

CITY OF LAKEWOOD

Don Anderson, Mayor

Attest:

Alice M. Bush, MMC, City Clerk

Approved as to Form:

Heidi A. Wachter City Attorney

City of Lakewood
Lakewood City Hall
6000 Main Street SW
Lakewood, WA 98499
(253) 589-2489

(Legal Notice)

February 3, 2015.

**NOTICE OF ORDINANCE PASSED
BY LAKEWOOD CITY COUNCIL**

The following is a summary of an Ordinance passed by the City of Lakewood City Council on the 2nd day of February, 2015.

ORDINANCE NO. 604

AN ORDINANCE of the City Council of the City of Lakewood, Washington, creating a new Section 02.90.060 and amending Sections 14.02.040; 18A.02.215; 18A.02.410; 18A.02.415; 18A.02.440; 18A.02.445; 18A.02.502 ; 18A.02.560; 18A.02.565; 18A.02.720; 18A.90.200 of the Lakewood Municipal Code; relative to cross-references to the Planning Commission.

This ordinance shall take place thirty (30) days after its publication or publication of a summary of its intent and contents.

The full text of the Ordinance is available at the City Clerk's Office, Lakewood City Hall, 6000 Main Street SW, Lakewood, Washington 98499, (253) 589-2489. A copy will be mailed out upon request.

Alice M. Bush, MMC, City Clerk

Published in the Tacoma News Tribune: _____

REQUEST FOR COUNCIL ACTION

DATE ACTION IS REQUESTED: February 2, 2015	TITLE: Authorizing the conversion to, and sale of Lakewood Police Canine Koda as surplus property of the City of Lakewood.	TYPE OF ACTION: _ ORDINANCE <u>X</u> RESOLUTION NO. 2015-05 _ MOTION _ OTHER
REVIEW: None	ATTACHMENTS: Resolution	

SUBMITTED BY: Kimberly J. Cox, Assistant City Attorney

RECOMMENDATION: It is recommended that the City Council authorize conversion of the Police Canine Service Dog Koda to surplus property and sell the same to Lakewood Police Department K9 Sergeant, SGT Andy Suver. Canine Service Dog Koda is not suitable for continued training and use as a police dog. It is further recommended that the City sell Koda for the sum of One Dollar and 00/100 to SGT Andy Suver.

DISCUSSION: Canine Police Service Dog Koda has acted as a police service dog (K9) for approximately one (1) year, is no longer suitable for police work. SGT Andy Suver, Lakewood Police Department K9 Sergeant is requesting to purchase the dog.

ALTERNATIVE(S): To convert the animal to surplus property and sell or donate him to some other person or entity.

FISCAL IMPACT: De minimis. The animal is not suitable for continued canine police service work.

_____ Prepared by _____ Department Director	 _____ City Manager Review
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RESOLUTION NO. 2015-05

A RESOLUTION of the City Council of the City of Lakewood, Washington, authorizing the conversion to, and sale of Lakewood Police Canine Koda as surplus property of the City of Lakewood.

WHEREAS, Canine Police Service Dog Koda has acted for a reasonable period of time in the capacity of a Police Service Dog; and

WHEREAS, the City of Lakewood Canine Police Service Dog Koda is no longer serviceable as a Police Service Dog; and

WHEREAS, Lakewood Police Department K-9 Sergeant Andy Suver has expressed the desire to acquire sole and exclusive ownership of Koda; and

WHEREAS, there is an understanding between Sergeant Andy Suver and the City of Lakewood that, at the conclusion of Koda's usefulness as a Police Service Dog, the City will sell Koda to Sergeant Andy Suver and his or her family for the sum of one dollar and no/100 (\$1.00).

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF LAKEWOOD, WASHINGTON HEREBY RESOLVES as follows:

Section 1. The City of Lakewood has determined Canine Koda has reached the end of a reasonable service period and therefore determined that the property status of said canine should be converted to surplus and should be sold in a manner that is consistent with the understanding between the City and Canine Handlers to Lakewood Police Officer Andy Suver for the amount of one dollar and no/100 (\$1.00) upon execution of the sale and waiver agreement as described in Exhibit A attached hereto and incorporated herein by this reference.

Section 2. The City Manager or designee is authorized to implement such administrative procedures as may be necessary to carry out the directives of this legislation.

Section 3. This Resolution shall be in full force and effect upon passage and signatures hereon.

PASSED by the City Council this 2nd day of February, 2015.

Attest:

Don Anderson, Mayor

Alice M. Bush, MMC, City Clerk

Approved as to form:

Heidi A. Wachter, City Attorney

EXHIBIT A

AGREEMENT BETWEEN THE CITY OF LAKEWOOD AND LAKEWOOD POLICE OFFICER ANDY SUVER FOR SALE OF SURPLUS PROPERTY

THIS AGREEMENT is made and entered into this ____ day of _____, 2015, by and between the City of Lakewood and Andy Suver, as follows:

Andy Suver shall pay to the City of Lakewood one dollar and no/100 (\$1.00) for and in consideration of the agreement of the parties for ownership of the Police Service Dog named Koda.

The City of Lakewood shall, upon receipt of said one dollar and no/100 (\$1.00) convey to all and transfer full ownership of Police Service Dog Koda to Andy Suver.

Andy Suver understands that he is receiving full ownership of this Police Service Dog, that the City of Lakewood is relinquishing all claims to this Police Service Dog, and that from the time of execution of this agreement forward, Andy Suver assumes total responsibility for the care, maintenance and action of this Police Service Dog.

Andy Suver further acknowledges that he is a Lakewood Police Officer and therefore has special knowledge regarding the level of Police Service training and behavioral attributes of this canine.

Andy Suver, for and in consideration of being sold the above named Police Service Dog by the City of Lakewood, with the City of Lakewood relinquishing all claims to this Police Service Dog for himself, his heirs, successors and assigns, does agree to defend, indemnify and hold the City of Lakewood harmless from and against any and all claims, injuries, damages, losses or suits of any nature whatsoever, including but not limited to attorney's fees arising out of or in any connection with his use of this Police Service Dog for the duration of the canine's life.

The City of Lakewood agrees to defend, indemnify and hold Andy Suver harmless from and against any and all claims, injuries, damages, losses or suits of any nature whatsoever, including but not limited to attorney's fees resulting solely from service provided by Police Service Dog Koda as a working Police Service Dog for the City of Lakewood.

By signing this agreement, Andy Suver acknowledges that Police Service Dog Koda is hereby retired and is not to be released back into police service.

Bret Farrar, Chief of Police

Andy Suver, Purchaser

Date

Date

Attest:

Approved by:

Alice M. Bush, MMC, City Clerk

John Caulfield, City Manager

Approved as to form:

Heidi Ann Wachter, City Attorney

REQUEST FOR COUNCIL ACTION

DATE ACTION IS REQUESTED: February 2, 2015	TITLE: Authorizing the execution of a contract with Greater Lakes Mental Health for a Mental Health Professional imbedded within the Police Department.	TYPE OF ACTION: — ORDINANCE — RESOLUTION <u> X </u> MOTION NO. 2015-07 — OTHER
REVIEW: None	ATTACHMENTS: Contract	

SUBMITTED BY: Michael Zaro, Assistant Chief of Police

RECOMMENDATION: It is recommended that the City Council enter into an agreement with Greater Lakes Mental Health (GLMH) to receive services from a Mental Health Professional (MHP) imbedded within the Police Department.

DISCUSSION: Calls for service involving subjects experiencing mental crisis account for a significant volume of calls for the Police Department’s Patrol Division. Officers are typically limited to the hospital or jail as their primary options for resolution. These options are not necessarily the most appropriate for the person experiencing crisis and can often tie up patrol resources for an extended period of time. Additionally, officers repeatedly deal with the same subjects who lack any structured follow up on a treatment plan. Through this contract, GLMH will provide a dedicated MHP working out of the police station who could respond with officers to calls for service involving mental crisis and identify the most appropriate resolution. He or she would also provide much needed follow-up to ensure the patients are following their rescribed treatment plan. The third service the MHP will provide is in-service training for our officers on handling persons in crisis and the options available.

ALTERNATIVE(S): Reject the contract and continue with the current method of handling persons in crisis.

FISCAL IMPACT: There are no “new” moneys associated with this contract. The position is funded through two different Justice Assistance Grants and the City of Lakewood Human Services funding (already awarded).

_____ Prepared by	 _____
_____ Department Director	City Manager Review

**CONTRACT BETWEEN THE CITY OF LAKEWOOD AND GREATER LAKES
MENTAL HEALTHCARE**

THIS AGREEMENT is entered into this 9th day of January, 2015, by and between the City of Lakewood, Washington, a code city duly organized and existing pursuant to laws of the State of Washington, hereinafter referred to as the "City" and Greater Lakes Mental Health Foundation, doing business as Greater Lakes Mental Healthcare, hereinafter referred to as the "Agency".

WHEREAS, the City has determined the need to have certain human services performed for its citizens; and,

WHEREAS, the City desires to have the Agency perform such services pursuant to certain terms and conditions; and

WHEREAS, the City has received a federal grant that will allow the City to hire (on a contract basis) a mental health professional who will work with police to provide or facilitate appropriate assistance for the mentally ill involved in police calls for service;

NOW THEREFORE, IN CONSIDERATION OF the mutual benefits and conditions hereinafter contained, the parties hereto agree as follows:

1. Scope of Services to be Performed by Agency. The Agency shall provide the services of a Mental Healthcare Professional (MHP). This individual shall work in the field with Neighborhood Police Officers on calls involving mentally unstable persons.

The MHP will work in the field to assess, stabilize, and provide alternatives, if possible, to jailing or hospitalizing a person with mental illness that is the subject of a call for police service. The MHP and/or GLMHC will provide training to police officers, first responders and managers of hotel/motel group.

In performing such services, the Agency shall at all times comply with all Federal, State, and local statutes, ordinances and rules applicable to the performance of such services and the handling of any funds used in connection therewith. The Agency shall request, in writing, prior approval from the City whenever the Agency desires to amend the scope of services.

2. Compensation and Methods of Payment. The City shall pay the Agency for services rendered. The total amount to be paid shall not exceed \$76,373. Payment will be made on a reimbursement basis no more than monthly and no less than quarterly for the duration of this project. The Agency will provide proof of hours worked and report data according to the list of deliverables listed in Exhibit A.

The requests for such payment shall be processed for payment by the City in the normal course after that date, in accordance with the terms hereof.

3. Agency Budget. The Agency shall apply the funds received under this Agreement with the maximum limits set forth in this Contract solely to the services specified in

Paragraph 1, above, and according to the approved budget of the Agency. Prior approval from the City is required whenever the Agency desires to amend its budget by transferring funds among the budget categories.

4. Duration of Contract. This Contract shall be in full force and effect for a period commencing on the 1st day of January, 2015 and ending on the 31st day of December, 2015, unless sooner terminated under the provisions hereinafter specified.

5. Independent Contractor. The Agency and City agree that the Agency is an independent contractor with respect to the services provided pursuant to this Contract. Nothing in this Contract shall be considered to create the relationship of employer and employee between the parties hereto. Neither the Agency nor any employee of the Agency shall be entitled to any benefits accorded City employees by virtue of the services provided under this Contract. The City shall not be responsible for withholding or otherwise deducting federal income tax or social security payments or contributing to the State Industrial Insurance Program, or otherwise assuming the duties of an employer with respect to the Agency, or any other employee of the Agency.

6. Indemnification and Defense. The Agency shall defend and indemnify, and save harmless the City, its agents and employees, from and against any and all liability arising from injury or death to persons or omissions of the Agency, its agents, servants, officers or employees, irrespective of whether in connection with such act or omission it is alleged or claimed that an act of the City, or its agents or employees caused or contributed thereto. In the event that the City shall elect to defend itself against any claim or suit arising from such injury, death or damage, the Agency shall, in addition to indemnifying and holding the City harmless from any liability, indemnify the City for any and all expense incurred by the City in defending such claim or suit, including attorney's fees.

7. Insurance.

A. The Agency shall procure and maintain in full force throughout the duration of the Contract commercial comprehensive general liability insurance with a minimum coverage of \$1,000,000.00 per occurrence combined single limit and \$2,000,000.00 in the aggregate for personal injury and property damage and non-owned automobile. The said policy shall name the City as an additional named insured on the insurance policies, and **A COPY OF THE ENDORSEMENT NAMING THE CITY AS AN ADDITIONAL INSURED SHALL BE ATTACHED TO THE CERTIFICATE OF INSURANCE.**

B. In addition to the insurance provided for in Paragraph A above, the Agency shall maintain or insure that its professional employees or contractors maintain professional liability insurance in the event that services delivered pursuant to this Contract, either directly or indirectly, involve providing professional services. Such professional liability insurance shall be maintained in an amount not less than \$500,000.00 combined single limit per claim and in the aggregate. For the purposes of this paragraph "professional service" shall mean services provided by a physician, licensed psychologist, or other licensed professional.

C. Certificates of coverage as required by Paragraph A and B above shall be delivered to the City within fifteen (15) days of execution of this contract. Further, it is the responsibility of the Agency to ensure a valid certificate of insurance is in effect at all times

throughout the course of this contract. Requests for reimbursement under this contract may be withheld until such time as a valid certificate of insurance is provided to the City.

8. Record Keeping and Reporting.

A. The Agency shall maintain accounts and records, including personnel, property, financial and programmatic records which sufficiently and properly reflect all direct and indirect costs of any nature expended and services performed in the performance of this Contract and other such records as may be deemed necessary to the City to ensure proper accounting for all funds contributed by the City for the performance of this Contract and compliance with this Contract. The Agency shall notify the City within ten (10) days of any change in program personnel.

B. These records shall be maintained for a period of seven (7) years after termination hereof unless permission to destroy them is granted by the office of the archivist in accordance with Chapter 40.14 RCW and by the City.

C. The Agency shall provide quarterly activity reports to the City containing actual outcomes, indicators and an evaluation of the program. The goals, activities to accomplish those goals and outcome-based metrics shall be mutually agreed upon by the parties and are outlined in Exhibit A.

D. The Agency, at the request of the City, shall make public presentations regarding the program funded by the City. Such presentation shall be prepared in advance and approved by the City.

E. The City of Lakewood places a high priority on collaboration. As such, the Agency shall provide representation at the monthly Collaboration Meeting.

9. Audits and Inspections. The records and documents with respect to all matters covered by this Contract shall be subject at all times to inspection, review or audit during the performance of this Contract. The City shall have the right to an annual audit of the Agency's financial statements and condition. In addition, the Agency is subject to an annual site monitor of the systems supporting Outcomes Based Evaluation. The City shall have the right to an annual inspection of the Agency's data systems for tracking outcome achievement. Areas of default noted during the annual inspection may demand additional site monitoring(s).

10. Termination. The City of Lakewood may suspend or terminate this Agreement in whole or in part for convenience, upon 15 days written notice to the Agency. If the Agency's insurance coverage is canceled for any reason, the City shall have the right to terminate this Contract immediately. If for any reason an agency does not comply with all aspects of this contract, including mandatory reports, such non-compliance may jeopardize the agency's ability to receive future funding.

Further: This Contract may be terminated upon evidence of the following conditions:

1. Agency is no longer operating. The Contract shall be terminated within 10 days of notification that the Agency is no longer operating and performing the duties identified in "Exhibit A" Scope of Services.

2. Change in Scope of Services: Should the Agency no longer provide services identified in "Exhibit A" Scope of Services, the contract may be terminated for non-performance.

11. Discrimination Prohibited. The Agency shall not discriminate against any employee, applicant for employment, or any person seeking the services of the Agency to be provided under this Contract on the basis of race, color, religion, creed, sex, age, national origin, marital status or presence of any sensory, mental or physical handicap.

12. Assignment and Subcontract. The Agency shall not assign or subcontract any portion of the services contemplated by this Contract without the written consent of the City.

13. Entire Agreement. This Contract contains the entire agreement between the parties hereto and no other agreements, oral or otherwise, regarding the subject matter of this Contract shall be deemed to exist or bind any of the parties hereto. Either party may request changes in the Contract. Proposed changes which are mutually agreed upon shall be incorporated by written amendments to this Contract.

14. CONTRACTOR'S EMPLOYEES – EMPLOYMENT ELIGIBILITY REQUIREMENTS. The Agency and any subcontractors shall comply with E-Verify as set forth in Lakewood Municipal Code Chapter 1.42. E-Verify is an Internet-based system operated by United States Citizenship and Immigration Services in partnership with the Social Security Administration. E-Verify is free to employers and is available in all 50 states. E-Verify provides an automated link to federal databases to help employers determine employment eligibility of new hires and the validity of their Social Security numbers. The Contractor shall enroll in, participate in and document use of E-Verify as a condition of the award of this contract. The Contractor shall continue participation in E-Verify throughout the course of the Contractor's contractual relationship with the City. If the Contractor uses or employs any subcontractor in the performance of work under this contract, or any subsequent renewals, modifications or extension of this contract, the subcontractor shall register in and participate in E-Verify and certify such participation to the Contractor. The Contractor shall show proof of compliance with this section, and/or proof of subcontractor compliance with this section, within three (3) working days of the date of the City's request for such proof.

15. Notices. Notices required by terms of this Contract shall be sent to the other party at the following addresses, unless otherwise requested, in writing, by one of the parties hereto:

TO THE CITY
City of Lakewood
Attn: Mike Zaro
Police Department
6000 Main St SW
Lakewood, Washington 98499

TO THE AGENCY:
Deanna Carron, LICSW
Director of Forensic Services
Greater Lakes Mental Healthcare
(253) 620-5769
deannac@glmhc.org

16. Applicable Law, Venue, Attorney's Fees. This Contract shall be governed by and construed in accordance with the laws of the State of Washington. In the event any suit, arbitration, or other proceeding is instituted to enforce any term of this Contract, the parties specifically understand and agree that venue shall be properly laid in Pierce County, Washington. The prevailing party in any such action shall be entitled to its attorney's fees and costs of suit.

IN WITNESS WHEREOF THE PARTIES HERETO EXECUTED THIS CONTRACT AS OF THE DATE AND YEAR FIRST ABOVE WRITTEN.

CITY OF LAKEWOOD

GREATER LAKES MENTAL
FOUNDATION

John C. Caulfield
City Manager

 1-21-15

Terri Card
President and CEO

Attest:

Alice M. Bush, MMC, City Clerk

Approved as to Form:

Heidi Ann Wachter, City Attorney

Exhibit A

Goal	Activity	Immediate/Short Term Disposition
Provide Alternatives to use of Emergency Room and Jails	MHP will provide structured assistance to persons in crisis	Client stabilized – remains at home Client referred to shelter Client referred to crisis bed Client referred to Recovery Innovations Client arrested/jail Client taken to ED Client referred to current Mental Health Center/Case Manager Client detained to Evaluation and Treatment Center Other
Goal	Activity	Follow-Up/Long Term Disposition
Improved Treatment for residents with mental illness	MHP will provide follow up services and document outcome status	Client contacted by MHP Client could not be reached/located Client declined assistance Client enrolled in mental health services Client provided with housing referrals Other
Goal	Activity	Outcome
More effective interaction between police and citizens with mental illness	Mental Health Training & Education	Who provided the training What was the focus of the training How many attended Duration

REQUEST FOR COUNCIL ACTION

DATE ACTION IS REQUESTED: February 2, 2015	TITLE: Request for Settlement Authority ATTACHMENTS:	TYPE OF ACTION: <input type="checkbox"/> ORDINANCE <input type="checkbox"/> RESOLUTION <input checked="" type="checkbox"/> MOTION NO. 2015-08 <input type="checkbox"/> OTHER
REVIEW: NA.		

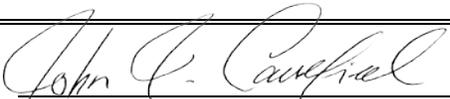
SUBMITTED BY: Matt Kaser, Assistant City Attorney.

RECOMMENDATION: Authority is sought to consummate a settlement with Multicare for \$85,000.00 to resolve claims arising from medical care attributable to an arrestee.

DISCUSSION: Based on RCW 70.48.130, in July 2014, Multicare served a tort claim upon Lakewood seeking payment of approximately \$280,000.00 in health care expenses for the care of an individual arrested by the Lakewood Police Department. In lieu of litigation, the City Manager directed the City Attorney to commence negotiations to resolve this claim. A settlement has been reached in the amount of \$85,000.00 inclusive. Under the Council’s Purchasing Policy, expenditures exceeding \$50,000.00 must be approved by the City Council.

ALTERNATIVE(S): The Council could decline to authorize the funds, which expose the City to the entirety of Multicare’s bill.

FISCAL IMPACT: Aside from the one-time authorization sought, none.

_____ Prepared by	 _____ City Manager Review
_____ Department Director	