



CITY OF COVINGTON
CITY COUNCIL REGULAR MEETING AGENDA
www.covingtonwa.gov

Tuesday, November 28, 2017
7:00 p.m.

City Council Chambers
16720 SE 271st Street, Suite 100, Covington

Council Photos will begin at 5:15 p.m.

CALL CITY COUNCIL REGULAR MEETING TO ORDER

ROLL CALL/PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

PUBLIC COMMUNICATION - NONE

PUBLIC COMMENT Speakers will state their name, address, and organization. Comments are directed to the City Council, not the audience or staff. Comments are not intended for conversation or debate and are limited to no more than four minutes per speaker. Speakers may request additional time on a future agenda as time allows. *

APPROVE CONSENT AGENDA

- C-1. Minutes: September 26, 2017 Regular Meeting and October 10, 2017 Special & Regular Meetings (Scott)
- C-2. Vouchers (Hendrickson)
- C-3. Adopt Ordinance Amending Covington Municipal Code Section 18.75.030 Adequate Sewage Disposal and Section 18.75.040 Adequate Water Supply (Mueller)
- C-4. Approve Real Estate Services Agreement with DCI Engineers for SR 516: Jenkins Creek to 185th Place SE (CIP 1127) (Vondran)

REPORTS OF COMMISSIONS

- Youth Council Member: November 21 and meeting
- Human Services Chair Leslie Hamada: Sept. 14 site visit, Nov. 2 & Nov. 8 special meetings; October meeting canceled
- Arts Chair Ed White: November 9 meeting
- Parks & Recreation Chair Laura Morrissey: November 15 meeting
- Planning Chair Chele Dimmett: November 2 and 16 meetings
- Economic Development Council: Next meeting Dec. 7; October and November meetings canceled

PUBLIC HEARINGS

1. Receive Public Testimony Regarding Proposed Fiscal Year 2018 Budget (Hendrickson)

NEW BUSINESS

2. Consider Resolution to Update the City's Fee Schedule for 2018 (Hart)

3. Consider Resolution Opposing the Siting of Community Health Engagement Locations (Supervised Injection Sites) within City Limits or Potential Annexation Areas (Bolli/Hardy)
4. Consider Ordinance to Set the 2017 Property Tax Levy for Collection in 2018 (Hendrickson)
5. Consider Ordinance Authorizing Property Tax Increase in Terms of Both Dollars and Percentages as Required by RCW 84.55.120 (Hendrickson)

FUTURE AGENDA ITEMS

COUNCIL/STAFF COMMENTS

PUBLIC COMMENT *See Guidelines on Public Comments above in First Public Comment Section

EXECUTIVE SESSION – if needed

ADJOURN

Americans with Disabilities Act – reasonable accommodations provided upon request a minimum of 24 hours in advance (253-480-2400).

Consent Agenda Item C-1

Covington City Council Meeting

Date: November 28, 2017

SUBJECT: APPROVAL OF MINUTES: SEPTEMBER 26, 2017 CITY COUNCIL
REGULAR MEETING MINUTES AND OCTOBER 10, 2017 CITY COUNCIL
SPECIAL & REGULAR MEETING MINUTES

RECOMMENDED BY: Sharon G. Scott, City Clerk

ATTACHMENT(S): Proposed Minutes

PREPARED BY: Joan Michaud, Senior Deputy City Clerk

EXPLANATION:

ALTERNATIVES:

FISCAL IMPACT:

CITY COUNCIL ACTION: _____ Ordinance _____ Resolution X Motion _____ Other

**Councilmember _____ moves, Councilmember _____
seconds, to approve the September 26, 2017 City Council Regular
Meeting Minutes and October 10, 2017 City Council Special &
Regular Meeting Minutes.**

City of Covington
Regular City Council Meeting Minutes
Tuesday, September 26, 2017

The Regular Meeting of the City Council of the City of Covington was called to order in the City Council Chambers, 16720 SE 271st Street, Suite 100, Covington, Washington, Tuesday, September 26, 2017, at 7:02 p.m., with Mayor Wagner presiding.

COUNCILMEMBERS PRESENT:

Jeff Wagner, Joe Cimaomo, Fran Hollums, Mark Lanza, Marlla Mhoon, and Sean Smith.

COUNCILMEMBERS ABSENT:

Margaret Harto.

Council Action: Councilmember Mhoon moved and Councilmember Hollums seconded to excuse Councilmember Harto. Vote: 6-0. Motion carried.

STAFF PRESENT:

Regan Bolli, City Manager; Andrew McCurdy, Covington Police Chief; Bob Lindskov, City Engineer; Richard Hart, Community Development Director; Rob Hendrickson, Finance Director; Kathy Hardy, City Attorney; Ann Mueller, Senior Planner; and Sharon Scott, City Clerk/Executive Assistant.

Mayor Wagner opened the meeting with the Pledge of Allegiance.

APPROVAL OF AGENDA:

Council Action: Councilmember Mhoon moved and Councilmember Hollums seconded to approve the Agenda. Vote: 6-0. Motion carried.

PUBLIC COMMUNICATION:

- Israel Vela, Kent School District Chief School Operations and Academic Support Officer, accepted the Safe Schools Week Proclamation for the week of October 15-21, 2107.
- Fire Marshal Jon Napier accepted the Fire Prevention Week Proclamation for the week of October 8-14, 2017.

PUBLIC COMMENT:

Mayor Wagner called for public comments.

There being no comments, Mayor Wagner closed the public comment period.

APPROVE CONSENT AGENDA:

C-1. Minutes: June 27, 2017 City Council Special Meeting – Joint Study Session with Parks & Recreation Commission; and June 27, 2017 City Council Regular Meeting.

C-2. Vouchers: Vouchers #36363 - #36422, including ACH payments in the amount of \$511,856.57, dated September 15, 2017; Vouchers #36423 - #36423, including ACH

payments in the amount of \$24,506.42, dated September 16, 2017; and Paylocity Payroll Vouchers #1007396141 - #1007396157 and #1007396161 through #1007396161 inclusive, plus employee direct deposits and wire transfers, in the amount of \$208,576.77, dated September 8, 2017.

ORDINANCE NO. 11- 2017

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF COVINGTON, KING COUNTY, WASHINGTON AMENDING THE COVINGTON MUNICIPAL CODE TITLE 18 ZONING CODE TO REMOVE THE MINERAL ZONING DESIGNATION AND AMENDING ASSOCIATED DEVELOPMENT REGULATIONS AND STANDARDS ASSOCIATED WITH MINERAL USES.

- C-3. Pass Ordinance Amending Title 18 Zoning Code to Remove Mineral Zoning Designation and Amend Associated Development Regulations and Standards.
- C-4. Approve Joint Covington/Maple Valley Street Sweeping Services Agreement with McDonough & Sons, Inc.
- C-5. Consider Rejecting All Bids for Timberlane-Jenkins Stormwater Retrofit Project (CIP 1027A).

Council Action: Councilmember Mhoon moved and Councilmember Hollums seconded to approve the Consent Agenda. Vote: 6-0. Motion carried.

REPORTS OF COMMISSIONS:

Human Services Commission – No report.

Arts Commission – Member Jennifer Harjehausen reported on the August 10 and September 14 meetings.

Parks & Recreation Commission – Vice Chair Steve Pand reported on the September 20 meeting.

Youth Council – No report.

Planning Commission – No report; September meetings were canceled.

Economic Development Council – No report; next meeting September 28.

PUBLIC HEARINGS:

1. Receive Public Testimony and Consider Ordinance Amending Covington Municipal Code Title 13 Sewer & Water Service.

Senior Planner Ann Mueller gave the staff report on this item.

Mayor Wagner called for public comments for the public hearing.

There being no comments, Mayor Wagner closed the public comment period for the public hearing.

ORDINANCE NO. 12-2017

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF COVINGTON, KING COUNTY, WASHINGTON, REPEALING CHAPTERS 13.05, 13.10, AND 13.15; ADDING A NEW CHAPTER 13.10; AND AMENDING SECTION 13.45.010 OF THE COVINGTON MUNICIPAL CODE, RELATING TO SEWER AND WATER SERVICE.

Council Action: Councilmember Mhoon moved and Councilmember Cimaomo seconded to adopt Ordinance No. 12-2017, in substantial form as provided in the agenda packet, to amend Title 13 of the Covington Municipal Code related to water and sewer service within the City of Covington, finding that the amendments are in accordance with the Covington Comprehensive Plan. Vote: 6-0. Motion carried.

2. Receive Public Testimony and Consider Ordinance Amending Covington Municipal Code Chapter 16.15 Flood Damage Prevention.

Senior Planner Ann Mueller gave the staff report on this item.

Mayor Wagner called for public comments for the public hearing.

There being no comments, Mayor Wagner closed the public comment period for the public hearing.

Councilmembers provided comments and asked questions, and Ms. Mueller provided responses.

ORDINANCE NO. 13-2017

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF COVINGTON, KING COUNTY, WASHINGTON, RELATING TO REGULATIONS IN CHAPTER 16.15 FLOOD DAMAGE PREVENTION OF THE COVINGTON MUNICIPAL CODE TO ADD THREE DEFINITIONS TO ENSURE CONTINUED COMPLIANCE WITH THE NATIONAL FLOOD INSURANCE PROGRAM (NFIP) MINIMUM REQUIREMENTS.

Council Action: Councilmember Hollums moved and Mayor Pro Tem Smith seconded to adopt Ordinance No. 13-2017 relating to Flood Damage Prevention definitions. Vote: 6-0. Motion carried.

NEW BUSINESS:

1. Consider Ordinance Adding Covington Municipal Code Chapter 2.73 Landmarks and Heritage Commission; and Repealing and Replacing Chapter 18.47 Protection and Preservation of Landmarks, Landmark Sites and Districts; and Consider Resolution Authorizing Interlocal Agreement with King County for Landmark Designations and Prevention Services and Amending Fee Resolution.

Senior Planner Ann Mueller gave the staff report on this item.

Councilmembers provided comments and asked questions, and Ms. Mueller provided responses.

ORDINANCE NO. 14-2017

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF COVINGTON, KING COUNTY, WASHINGTON RELATING TO LANDMARK DESIGNATION AND PROTECTION, ADDING COVINGTON MUNICIPAL CODE CHAPTER 2.73 CREATING A LANDMARKS AND HERITAGE COMMISSION, AND REPEALING AND REPLACING COVINGTON MUNICIPAL CODE CHAPTER 18.47 PROTECTION AND PRESERVATION OF LANDMARKS, LANDMARK SITES AND DISTRICTS.

Council Action: Councilmember Cimaomo moved and Councilmember Lanza seconded to adopt Ordinance No. 14-2017 to add a new Covington Municipal Code Chapter 2.73 to create a Landmarks and Heritage Commission and to repeal and replace Covington Municipal Code Chapter 18.47, Protection and Preservation of Landmarks, Landmark Sites and Districts. Vote: 6-0. Motion carried.

RESOLUTION NO. 2017-12

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COVINGTON, KING COUNTY, WASHINGTON, AUTHORIZING THE CITY MANAGER TO EXECUTE AN INTERLOCAL AGREEMENT WITH KING COUNTY FOR LANDMARK DESIGNATION AND PRESERVATION SERVICES

Council Action: Councilmember Mhoon moved and Councilmember Hollums seconded to approve Resolution No. 2017-12 authorizing the City Manager to enter into an interlocal agreement with King County and to amend the current fee resolution to require the

applicant to pay for any costs incurred by the city in processing of an application for landmark status. Vote: 6-0. Motion carried.

4. Discuss 2018 Legislative Agenda.

City Manager Regan Bolli gave the staff report on this item.

Councilmembers provided comments and feedback.

FUTURE AGENDA ITEMS:

Councilmembers reviewed future agenda items.

COUNCIL/STAFF COMMENTS:

Councilmembers and staff made comments.

PUBLIC COMMENT:

Mayor Wagner called for public comments.

Mary Pritchard, Covington resident, thanked the Public Works Department for the road work in front of Cedar Valley Elementary School. Ms. Pritchard also provided comments on the lack of playground equipment or grass for children to play on at the Polaris Apartments.

There being no further comments, Mayor Wagner closed the public comment period.

ADJOURNMENT:

There being no further business, the meeting was adjourned at 8:10 p.m.

Prepared by:

Submitted by:

Joan Michaud
Senior Deputy City Clerk

Sharon Scott
City Clerk

**City of Covington
Special & Regular City Council Meeting Minutes
Tuesday, October 10, 2017**

INTERVIEWS: The Council conducted an interview for the Arts Commission from 6:40 to 7:00 p.m. Applicant interviewed: Marita Ledesma.

The Regular Meeting of the City Council of the City of Covington was called to order in the City Council Chambers, 16720 SE 271st Street, Suite 100, Covington, Washington, Tuesday, October 10, 2017, at 7:02 p.m., with Mayor Jeff Wagner presiding.

COUNCILMEMBERS PRESENT:

Jeff Wagner, Joe Cimaomo, Margaret Harto, Fran Hollums, Mark Lanza, and Marilla Mhoon, and Sean Smith.

STAFF PRESENT:

Regan Bolli, City Manager; Andrew McCurdy, Covington Police Chief; Ethan Newton, Parks & Recreation Director; Don Vondran, Public Works Director; Rob Hendrickson, Finance Director; Kathy Hardy, City Attorney; and Sharon Scott, City Clerk/Executive Assistant.

Mayor Wagner opened the meeting with the Pledge of Allegiance.

APPROVAL OF AGENDA:

Council Action: Councilmember Hollums moved and Councilmember Mhoon seconded to approve the Agenda. Vote: 7-0. Motion carried.

PUBLIC COMMUNICATION:

- King County Councilmember Reagan Dunn was ill and unable to attend to provide the Annual State of the County Report.
- Newly hired Puget Sound Regional Fire Authority Fire Chief Matthew Morris provided an introduction on himself.

PUBLIC COMMENT:

Mayor Wagner called for public comments.

Amber Baker, Covington resident, noted that crime has increased in Timberlane and asked for help to include a block watch grant, improved lighting, more officers, and safer sidewalks.

Ruth Sullivan, Covington resident, spoke in support of safe injection sites.

There being no further comments, Mayor Wagner closed the public comment period.

APPROVE CONSENT AGENDA:

C-1. Minutes: July 11, 2017 City Council Regular Meeting Minutes.

- C-2. Vouchers: Vouchers #36425 - #36479, including ACH payments in the amount of \$684,369.26, dated September 29, 2017; and Paylocity Payroll Vouchers #1007452722 - #1007452736 inclusive, plus employee direct deposits and wire transfers, in the amount of \$202,315.58, dated September 22, 2017.
- C-3. Consider Third Amendment to Lease Agreement with Covington Retail Associates LLC for City Hall Extending the Term of the Lease from January 1, 2018 to December 31, 2022.
- C-4. Accept Emergency Pavement Repair Project.
- C-5. Authorize the City Manager to Execute a Task Order with Gray & Osborne in the Amount of \$24,555 for The Reserve Drainage Capacity Analysis.

Council Action: Councilmember Harto moved and Councilmember Mhoon seconded to approve the Consent Agenda. Vote: 7-0. Motion carried.

NEW BUSINESS;

- 1. Consider Appointment to the Arts Commission.

Council Action: Councilmember Lanza moved and Councilmember Hollums seconded to appoint Marita Ledesma to fill Position No. 1 on the Arts Commission with a term expiring May 31, 2019. Vote: 7-0. Motion carried.

- 2. Discuss Community Health Engagement Location (Supervised Injection Sites).

City Manager Regan Bolli gave the staff report on this item.

Council directed staff to bring back a resolution to ban supervised inject sites and include comments that council raised at this meeting.

- 3. Discuss Re-Use of Covington Elementary School Facility.

City Manager Regan Bolli gave the staff report on this item.

Council requested staff to bring this item back to discuss at the Annual Summit.

- 4. Presentation and Discussion of Surface Water Management Rate Study.

Public Works Director Don Vondran gave the staff report on this item.

Councilmembers provided comments and asked questions, and Surface Water Management Program Coordinator Ben Parrish provided responses.

Council asked staff to bring back information on a possible rate increase.

5. City Manager Presents 2018 Budget Message.

City Manager Regan Bolli gave the staff report on this item.

FUTURE AGENDA ITEMS:

Councilmembers reviewed future meeting agendas.

COUNCIL/STAFF COMMENTS:

Councilmembers and staff made comments.

Council concurred to approve easements with Puget Sound Energy regarding a transformer and guy wire location and to ratify agreements at a future meeting to enable staff to move forward with Covington Community Park Phase 2 Project.

PUBLIC COMMENTS:

Mayor Wagner called for public comments.

Mary Pritchard, Covington resident, notified Council that there was a refrigerator at the intersection of 262nd and 195th.

John Wolford, Covington resident, thanked Council for discussing the Community Health Engagement Location and spoke in support of ban.

Katie Welch, Covington resident, also spoke in support of ban on the Community Health Engagement Location.

Nancy Beam, Covington resident, also spoke in support of ban on the Community Health Engagement Location.

There being no further comments, Mayor Wagner closed the public comment period.

ADJOURNMENT:

There being no further business, the meeting was adjourned at 9:27 p.m.

Prepared by:

Submitted by:

Joan Michaud
Senior Deputy City Clerk

Sharon Scott
City Clerk

Consent Agenda Item C-2

Covington City Council Meeting

Date: November 28, 2017

SUBJECT: APPROVAL OF VOUCHERS

RECOMMENDED BY: Rob Hendrickson, Finance Director

ATTACHMENT(S): Vouchers: Vouchers #36585 - #36656, including ACH payments in the amount of \$1,534,499.83, dated November 9, 2017; and Paylocity Payroll Vouchers #1007715877 - #1007715890 and #1007715958 - 100771598 inclusive, plus employee direct deposits and wire transfers, in the amount of \$196,708.92, dated November 17, 2017.

PREPARED BY: Casey Parker, Senior Accountant

CITY COUNCIL ACTION: _____ Ordinance _____ Resolution X Motion _____ Other

Councilmember _____ moves, Councilmember _____ seconds, to approve for payment Vouchers: Vouchers #36585 - #36656, including ACH payments in the amount of \$1,534,499.83, dated November 9, 2017; and Paylocity Payroll Vouchers #1007715877 - #1007715890 and #1007715958 - 100771598 inclusive, plus employee direct deposits and wire transfers, in the amount of \$196,708.92, dated November 17, 2017.

Consent Agenda Item C-3

Covington City Council Meeting

Date: November 28, 2017

SUBJECT: ORDINANCE ON AMENDMENTS TO COVINGTON MUNICIPAL CODE
AMENDING SECTION 18.75.030 ADEQUATE SEWAGE DISPOSAL AND
SECTION 18.75.040 ADEQUATE WATER SUPPLY

RECOMMENDED BY: Planning Commission

ATTACHMENT(S):

1. Proposed Ordinance to amend Covington Municipal Code (“CMC”) Sections 18.75.030 and 18.75.040

PREPARED BY: Ann Mueller, Senior Planner

EXPLANATION:

On November 2, 2017, the Planning Commission held a public hearing on the proposed amendments contained in Attachment 1. There were no public comments received on the proposed amendments. After review and discussion of the proposed amendments the Planning Commission voted 6-0 to recommend that the City Council approve the proposed Zoning Code amendments to CMC Sections 18.75.030 and 18.75.040, in substantial form as found in Attachment 1, finding that the amendments are consistent with the Covington Comprehensive Plan and CMC 14.27.040 Decision criteria for code amendments.

Background

Chapter 18.75 Development Standards - Adequacy of Public Facilities and Services of the Covington Municipal Code contains provisions to ensure that adequate public facilities and services necessary to support proposed development are available or will be provided in a timely manner before that development proposal is approved. In order to approve a new development proposal, the city must verify that it can be adequately served by the following: sewage disposal; water supply; surface water management; roads and access; fire protection service; and schools. Of these six services, the city only manages two: surface water management and roads and access. Within the city limits water supply is provided by Covington Water District and Water District 111; sewage disposal is provided by Soos Creek Water and Sewer District; fire protection service is provided by Puget Sound Regional Fire Authority; and public schools are provided by the Kent School District. The city works cooperatively with these other service providers to review development proposals and verify that they can provide adequate services for the proposed use and intensity.

CMC Title 13 Public Utilities was amended earlier this year by Ordinance 12-2017 to remove old and incorrect language in CMC Chapters 13.05 (Definitions), 13.10 (Side Sewer Work) and 13.15 (Sewer and Water Comprehensive Plans) that implied that the city managed and owned the water and sewer infrastructure within the city limits. Ordinance 12-2017 added new language to

clarify how the city coordinates with the appropriate water-sewer district(s) to determine adequacy of water and sewer.

The proposed amendments to CMC 18.75.030 and 18.75.040 will remove language that is out of date, not accurate, or redundant with the new code language in CMC Chapter 13.10 Sewer and Water Service. Cross references to CMC Chapter 13.10 Sewer and Water Service have been added to direct staff and developers to those code provisions related to those public utilities.

Planning Commission Review & Recommendation

CMC 14.27.040 Decision criteria.

The City Council's approval, modification, deferral, or denial of an amendment proposal shall be based on the following criteria:

(1) The proposed amendment is consistent with the goals, objectives, and policies of the comprehensive plan;

Planning Commission Findings: These amendments will make the city's zoning code consistent with CMC Chapter 13 and are consistent with applicable goals and policies in the comprehensive plan.

(2) The proposed amendment is consistent with the scope and purpose of the city's zoning ordinances and the description and purpose of the zone classification applied for;

Planning Commission Findings: The proposed amendments will remove language that is not consistent with the city's existing conditions or long-range plans. These amendments do not include zone reclassification.

(3) Circumstances have changed substantially since the establishment of the current zoning map or district to warrant the proposed amendment;

Planning Commission Findings: Not Applicable. There is no proposed zoning map amendment proposed.

(4) The proposed zoning is consistent and compatible with the uses and zoning of surrounding property;

Planning Commission Findings: Not Applicable. There is no proposed zoning map amendment proposed.

(5) The property that is the subject of the amendment is suited for the uses allowed in the proposed zoning classification;

Planning Commission Findings: These proposed amendments apply city-wide.

(6) The amendment is in compliance with the three-year limitation rule as specified in CMC 14.27.030(3); and

Planning Commission Findings: These proposed amendments to CMC 18.75.030 and 18.75.040 have not been proposed or reviewed by the city in the last three years.

(7) Adequate public services could be made available to serve the full range of proposed uses in that zone.

Planning Commission Findings: Not Applicable. These amendments will make the processing and determination whether a development proposal has adequate water or sewer service more understandable and consistent with existing conditions within the city limits.

Procedural Requirements.

Required Notice to the State Department of Commerce.

Pursuant to state law and CMC Section 14.27.050(4), the city has provided the Washington State Department of Commerce (Commerce) a copy of the proposed code amendments more than 60-days prior to the expected date of final city council action. City staff provided drafts of the propose code amendments to Commerce on September 12, 2017 and requested expedited review under RCW 36.70A.106(3)(b). Commerce then distributes the drafts to state agencies for review and comment. No comments were received on these amendments. Expedited review was granted on September 27, 2017.

SEPA

A SEPA determination of nonsignificance was issued for these proposed amendments on September 22, 2017, with a legal notice placed in the *Covington Reporter*, posted at city hall, and on the city’s website. Copies were also provided to the SEPA register, Muckleshoot Indian Tribe, and Department of Ecology.

Planning Commission Hearing

These amendments are a legislative action, and the public hearing before the Planning Commission was held on November 2, 2017. Consistent with CMC 14.30.060, notice of the Planning Commission public hearing was published in the *Covington Reporter* on October 6, 2017, more than 14-days prior to the scheduled public hearing. Notice was also posted on the city’s website and at city hall.

ALTERNATIVES:

1. Recommend amendments to the proposed ordinance.
2. Return the issue to city staff for further study and analysis.

FISCAL IMPACT:

There is no fiscal impact from these proposed amendments

CITY COUNCIL ACTION: X Ordinance ___ Resolution ___ Motion ___ Other

Council member _____ moves, Council member _____ seconds, to adopt an Ordinance in substantial form as found in Attachment 1 to amend CMC Section 18.75.030 Adequate sewage disposal, and Section 18.75.040 Adequate water supply; finding that the amendments are consistent with the Covington Municipal Code and Comprehensive Plan.

REVIEWED BY: City Manager; Public Works Director, Community Development Director, Finance Director, City Attorney.

ORDINANCE NO. 19-2017

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF COVINGTON, KING COUNTY, WASHINGTON, RELATING TO SEWER AND WATER SERVICE AMENDING SECTION 18.75.030 ADEQUATE SEWAGE DISPOSAL AND SECTION 18.75.040 ADEQUATE WATER SUPPLY OF THE COVINGTON MUNICIPAL CODE.

WHEREAS, Chapter 35A.63 of the Revised Code of Washington (RCW) empowers the City of Covington (the “City”) to enact planning and environmental regulations; and

WHEREAS, Title 13 of the Covington Municipal Code (CMC) provides regulations for administering public utilities within the City; and

WHEREAS, the City of Covington does not provide water or sewer service within the City limits; and

WHEREAS, the City Council approved amendments to CMC Title 13 on September 26, 2017 with the adoption of Ordinance 12-2017 to update regulations within the City related to sewer and water service to new and existing development; and

WHEREAS, the proposed amendments to CMC 18.75.030 and CMC 18.75.040 are consistent with the goals, objectives, and policies of the City’s comprehensive plan; and

WHEREAS, the proposed amendments are consistent with and cross reference the regulations in Title 13; and

WHEREAS, the Planning Commission held a duly noticed public hearing on the proposed amendments at their regularly scheduled meeting on November 2, 2017. No public comments were received and the Planning Commission voted to recommend that the City Council approve the proposed amendments; and

WHEREAS, the City Council of the City of Covington, upon review of the facts and findings, and after reviewing information provided by City staff, find that all applicable and substantive requirements of the law have been met, that the adoption of this ordinance promotes the public health, safety, and general welfare of the community, and that the adoption of this ordinance serves the public interest.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF COVINGTON, KING COUNTY, WASHINGTON, DO ORDAIN AS FOLLOWS:

Section 1. Findings of Fact. The “Whereas” provisions above shall constitute Findings of Fact and are incorporated by reference as if fully set forth herein.

Section 2. Amendments. CMC Section 18.75.030 Adequate sewage disposal, is amended to read as follows:

All new development proposals shall be served by an adequate sewage system, including both collection and treatment facilities, consistent with CMC Title 13, as follows:

(1) A public sewage ~~disposal~~ system is adequate for a development proposal; provided, that:

(a) For the issuance of a building permit, preliminary plat or short plat approval or other land use approval, the site of the proposed development ~~is or~~ can be served by ~~an existing disposal~~ a sewage system consistent with CMC Title 13, ~~and the disposal system has been approved by the Department as being consistent with applicable State and local design and operating guidelines;~~

(b) For the issuance of a certificate of occupancy for a building or change of use permit, the approved public sewage ~~disposal~~ system as set forth in subsection (1)(a) of this section is installed to serve each building or lot;

(c) For recording a final plat, final short plat or binding site plan, the approved public sewage ~~disposal~~ system set forth in subsection (1)(a) of this section shall be installed to serve each lot respectively; ~~or a bond or similar security shall be deposited with the City of Covington for the future installation of an adequate sewage disposal system. The bond may be assigned to a utility to assure the construction of the facilities within two years of recording; and~~

(d) For a zone reclassification ~~or urban planned development permit~~, the timing of installation of required sewerage improvements shall be contained in the approving ordinance.

(2) A private individual sewage system is adequate, if an on site sewage disposal system for each individual building or lot is installed to meet the requirements and standards of the Department of Public Health as to lot size, soils and system design prior to issuance of a certificate of occupancy for a building or change of use permit.

Section 3. Amendments. CMC Section 18.75.040 Adequate water supply, is amended to read as follows:

All new development proposals shall be served by ~~an adequate public or private~~ a water supply system as follows:

(1) A public water system is adequate for a development proposal; provided, that:

(a) For the issuance of a building permit, preliminary plat or short plat approval or other land use approval, the site of the proposed development can be served by a water system consistent with CMC Title 13, ~~the applicant must demonstrate that the existing water supply system available to serve the site:~~

(i) ~~Complies with the applicable planning, operating and design requirements of Chapter 246-290 WAC; Chapters 12.60 and 12.65 CMC and CMC Title 15; coordinated water system plans; CMC Title 13 and other applicable provisions of the rules and regulations of the King County Board of Health; and any limitation or condition imposed by the City approved comprehensive plan of the water purveyor; and~~

(ii) ~~The proposed improvements to an existing water system have been reviewed by the Department and determined to comply with the design standards and conditions specified in subsection (1)(a)(i) of this subsection; or~~

~~(iii) A proposed new water supply system has been reviewed by the Department and determined to comply with the design standards and conditions specified in subsection (1)(a)(1) of this subsection;~~

(b) Prior to issuance of a certificate of occupancy for a building or change of use permit, the approved public water system and any system improvements set forth in subsection (1)(a) of this section shall be installed to serve each building or lot ~~respectively;~~

(c) For recording a final plat, final short plat or binding site plan, either the approved public water supply system or system improvements set forth in subsection (1)(a) of this section shall be installed to serve each lot ~~or a bond or similar security shall be deposited with the City of Covington and may be assigned to a purveyor to assure the construction of required water facilities in Group A systems as defined by Board of Health regulations, within two years of recording; and~~

(d) For a zone reclassification ~~or urban planned development permit~~, the timing of installation of required water system improvements shall be included in the approving ordinance.

~~(2) An on-site, individual water system is adequate and the plat or short plat may receive preliminary and final approval, and a building or change of use permit may be issued:~~

~~(a) In an urban area if:~~

~~(i) The buildings or lots to be served are located outside of a City approved water purveyor service area; or~~

~~(ii) The water purveyor has indicated that service cannot be provided in compliance with the purveyor's approved comprehensive plan; and~~

~~(iii) The Seattle King County Department of Public Health has approved the proposed method of water supply in accordance with the applicable King County Board of Health rules and regulations and this section. The applicant shall provide appropriate information to demonstrate to the Department and the Seattle King County Department of Public Health that a private individual water system will be adequate. The Seattle King County Department of Public Health may require installation of private individual water systems prior to final approval of a plat or short plat where information is insufficient to show an adequate water supply can be made available.~~

Section 4. Savings. The enactment of this ordinance shall not affect any application, case, proceeding, appeal, or other matter currently pending administratively or judicially in any court or in any way modify any right or liability, civil or criminal, that may be in existence on the effective date of this ordinance.

Section 5. Severability. Should any section, paragraph, sentence, clause, or phrase of this ordinance, or its application to any person or circumstance, be declared unconstitutional or otherwise invalid for any reason, or should any portion of this ordinance be preempted by state or federal law or regulation, such decision or preemption shall not affect the validity of the remaining portions of this ordinance or its application to other persons or circumstances.

Section 6. Corrections. Upon approval of the city attorney, the city clerk and/or code codifier is authorized to make necessary corrections to this ordinance, including, but not limited to, the correction of clerical errors; references to other local, state, or federal laws, codes, rules, or regulations; or section/subsection numbering.

Section 7. Effective Date. This ordinance shall be in full force and effect five (5) days after publication in the City’s newspaper of record. A summary of this ordinance may be published in lieu of publishing the ordinance in its entirety.

PASSED BY THE CITY COUNCIL OF THE CITY OF COVINGTON,
WASHINGTON, at a regular meeting thereof on the 28th day of November 2017, and signed in authentication of its passage.

Mayor Jeff Wagner

PUBLISHED: December 1, 2017
EFFECTIVE: December 6, 2017

ATTESTED:

Sharon Scott, City Clerk

APPROVED AS TO FORM ONLY:

Kathy Hardy, City Attorney

Consent Agenda Item C-4

Covington City Council Meeting

Date: November 28, 2017

SUBJECT: AUTHORIZE THE CITY MANAGER TO EXECUTE AN AGREEMENT FOR SERVICES WITH DCI ENGINEERS FOR REAL ESTATE SERVICES FOR SR 516: JENKINS CREEK TO 185TH PLACE SE (CIP 1127).

RECOMMENDED BY: Don Vondran, Public Works Director

ATTACHMENT(S):

1. “Local Agency Real Estate Professional Services Consultant Agreement” with DCI Engineers. This is a standard WSDOT agreement that we have used multiple times. (Agreement to be provided under separate cover.)

PREPARED BY: Fred French, Special Projects

EXPLANATION:

In September of 2016, Council approved a contract with Abaco Pacific for real right-of-way acquisition services for CIP 1127. The Principal of Abaco Pacific is retiring and has requested to be relieved of the contract at the convenience of the city. On September 29 and October 6, 2017, staff solicited for Professional Services to replace Abaco Pacific. Six submittals were received and staff selected four for an interview. On October 31, 2017, staff selected DCI Engineers as the most qualified to perform the work.

Staff is recommending that this agreement be approved and that the city continue the acquisition of right-of-way for CIP 1127.

ALTERNATIVES:

1. Not authorize the city manager to execute the agreement for services and direct staff to negotiate a new agreement with DCI Engineers.
2. Revise the proposed agreement.

FISCAL IMPACT:

Real estate services are included as part of the right of way costs budgeted in each individual Capital Improvement Project (CIP). CIP 1127 has \$750,000.00 in federal funds allocated for project right-of-way, including the \$297,000.00 for the previous agreement with Abaco Pacific. Abaco Pacific will not expend the full amount prior to leaving the project. The new agreement with DCI Engineers is for no more than \$84,731 and will either be covered by funds not expended in the previous contract with Abaco Pacific or from the allocated federal funds.

CITY COUNCIL ACTION: ___ Ordinance ___ Resolution X Motion ___ Other

Council member _____ moves, Council member _____ seconds, to authorize the City Manager to execute an Agreement for Services with DCI Engineers, in substantial form as attached, in the amount of \$84,731 for real estate services for CIP 1127.

REVIEWED BY: City Manager, City Attorney, Finance Director

Agenda Item 1
Covington City Council Meeting
Date: November 28, 2017

SUBJECT: PUBLIC HEARING TO RECEIVE TESTIMONY FROM THE PUBLIC REGARDING PROPOSED FISCAL YEAR 2018 BUDGET [SECOND OF TWO PUBLIC HEARINGS].

ATTACHMENT(S):

COUNCILMEMBERS AND STAFF: PLEASE REMEMBER TO BRING YOUR PRELIMINARY 2018 BUDGET WORKBOOK BINDERS TO THE MEETING. THANK YOU!

RECOMMENDED BY: Rob Hendrickson, Finance Director

EXPLANATION:

This is the second of two public hearings to receive testimony from the public on the 2018 proposed operating and capital budget. This hearing is required to be held by RCW 35.33.057.

It is the policy of the city to follow applicable laws as they relate to the budget process.

ALTERNATIVES:

N/A

FISCAL IMPACT:

N/A

CITY COUNCIL ACTION: ____ Ordinance ____ Resolution ____ Motion X Other

HOLD PUBLIC HEARING TO RECEIVE
TESTIMONY ON THE 2018 PROPOSED
OPERATING AND CAPITAL BUDGET.

SUBJECT: CONSIDER A RESOLUTION AMENDING THE 2018 CITY OF COVINGTON FEE SCHEDULE.

RECOMMENDED BY: Richard Hart, Community Development Director

ATTACHMENT(S):

1. Resolution Amending Resolution No. 2016-20 to Update the 2018 City of Covington Fee Schedule.
 - a. Exhibit A: Proposed 2018 City of Covington Fee Schedule (Land Use, Development, Building Permit, Administrative, Transportation, and School Impact Fee Tables and Surface Water Management Fees)

PREPARED BY: Kelly Thompson, Sr. Permit Center Coordinator

EXPLANATION:

This agenda item presents a proposed resolution (Exhibit A) with rate adjustments to the 2018 City of Covington Fee Schedule (which includes land use, development, and building permit fees; administrative fees; school impact fees; and transportation impact fees). Annual adjustments to the City of Covington Fee Schedule have historically been based on the Consumer Price Index of Seattle-Tacoma (CPI-W) on June to June of the previous year. Except for the specifically adjusted fees as outlined below, staff recommends that all fees in the current 2017 City of Covington Fee Schedule be increased by 3.03% for 2018 (the CPI-W rate).

Specifically Adjusted Development Fees

Staff has built upon the 2009 Cost of Service and Fee Analysis and annual staff time-tracking efforts to identify certain fee categories that need to be modified to align fees with the actual costs of performing those review and inspection services. The fee categories outlined below have been adjusted based on an estimation of staff hours at the recommended 2018 hourly staff billable rate of \$150. Some of the fees below have remained the same from 2017, and some have been increased.

1. **Traffic Concurrency and Modeling (Schedule A):** The fees shown in Schedule A were adopted in May 2012. Staff is recommending that Traffic Concurrency and Modeling Fees (Schedule A) not be included in the annual CPI adjustment and instead be amended at such time that the city's traffic engineering consultants, David Evans and Associates, proposes rate changes that affect how we cover our costs for traffic and concurrency modeling review (anticipated in 2018).
2. **Residential and Commercial Land Development Fees:** The CPI was not applied to most fees related to development. Staff review time is adequately covered under the current fees. The CPI has been applied only to the hourly rate.
3. **Critical Area Exceptions/Reasonable Use Fee:** The increased fee reflects the cost of consultant review, cost of the hearing examiner, and staff time. This was previously an administrative decision by the community development director.

4. Valuation Tables: The CPI was not applied to the valuation tables for clearing and grading, construction and maintenance inspections, building permits, plumbing permits, mechanical permits, and fire fees because the CPI will be reflected in the labor, materials, and contractor's time and profit (cost of the project), which is used to determine valuation.
5. Plumbing and Mechanical Permit Base Fees for New Single Family Residential: The fees have been increased 18% on average for plumbing and mechanical permits, or between \$8 and \$46, which is well above the CPI, to more closely reflect actual staff time spent on administration, review, and inspection of this work, but is still below the average for surrounding jurisdictions.
6. Transportation Impact Fees: There is no proposed increase to the city's transportation impact fees for 2018. Staff anticipates future adjustments to transportation impact fees after we evaluate the traffic concurrency program and associated transportation impact fees in 2018.
7. Technology Surcharge: No proposed change.
8. Business License Fee: No proposed change.
9. Surface Water Management Fees. The surface water management fees were increased by 9% by a separate resolution (Res. 2017-14) adopted on November 14, 2017 and are effective January 1, 2018.
10. School Impact Fees. The council adopted school impact fees via Ordinance 18-2017. These fees are adopted by reference in the 2018 Fee Resolution and are effective January 1, 2018.

ALTERNATIVES:

1. Do not implement the standard inflation rate of 3.03% for the fees.
2. Direct staff to make any other changes.

FISCAL IMPACT:

The fees that have been adjusted upward by the standard CPI inflation factor and the associated fiscal impacts will vary based on the permit application type. The proposed individual fee changes as outlined above should have minimal cumulative fiscal impact on the overall development services budget.

CITY COUNCIL ACTION: ___ Ordinance X Resolution ___ Motion ___ Other

Council member _____ moves, council member _____ seconds, to adopt a resolution, in substantial form as that attached hereto, amending Resolution No. 2016-20 to update the City's Fee Schedule for 2018.

REVIEWED BY: Community Development Director
 Finance Director
 City Manager
 City Attorney

ATTACHMENT 1

RESOLUTION NO. 2017-15

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COVINGTON, WASHINGTON, AMENDING RESOLUTION NO. 2016-20 TO UPDATE THE CITY OF COVINGTON FEE SCHEDULE FOR 2018.

WHEREAS, certain sections of the Covington Municipal Code authorize the City of Covington (“City”) to charge a fee for services; and

WHEREAS, the City Council of the City of Covington (“Council”) desires to maintain administrative fees for certain products and services provided by city staff and established the City of Covington Fee Schedule through Resolution No. 02-72 (“Fee Schedule”); and

WHEREAS, since adoption, the City of Covington Fee Schedule has been updated annually and was last amended by Resolution No. 2016-20, which adopted fees for 2017; and

WHEREAS, the Council has established a 100% cost recovery policy for land use, development, and building permits; and

WHEREAS, the Council desires to maintain transportation impact fees to fund capital improvements; and

WHEREAS, the Council desires to modify the City of Covington Fee Schedule for 2018 to reflect the actual staff time and cost to the City of Covington for providing those services, as well as to make other minor changes; and

WHEREAS, except as provided for below, the Council desires to apply a 3.03% adjustment for inflation to the City of Covington Fee Schedule for 2018, based on the CPI-W Seattle-Tacoma June to June Index published by the Bureau of Labor Statistics for the period 2016-2017 (“2018 CPI”); and

WHEREAS, the Council does not desire to apply the 2018 CPI to the city’s fees for Integrated Traffic Concurrency Modeling and Traffic Analysis Report (Section I.A.1), Schedule A, as these fees will be amended upon completion of the city’s traffic modeling program anticipated to be completed in 2018; and

WHEREAS, the Council does not desire to apply the 2018 CPI to the valuation tables for clearing and grading, construction and maintenance inspections, building permits, plumbing permits, mechanical permits, and fire fees because the 2018 CPI will be reflected in the labor, materials, and contractor’s overhead and profit (cost of the project), which is used to determine valuation; and

WHEREAS, the Council does not desire to apply the 2018 CPI to the Technology Surcharge or Business Licensing Fees; and

WHEREAS, Chapter 13.30 of the Covington Municipal Code (CMC) authorizes the council to collect surface water management fees; and

WHEREAS, pursuant to Resolution No. 2017-14, the Council increased surface water management fees by 9% percent annually until 2023, which fees may be adopted by reference in the 2018 City of Covington Fee Schedule; and

WHEREAS, the Council passed Ordinance No. 18-17, which adopts the Kent School District Six-Year Capital Facilities Plan for 2017/18-2022/23 and authorizes collection of school impact fees at the rate identified therein for 2018, which fees may be adopted by reference in the 2018 City of Covington Fee Schedule.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF COVINGTON, WASHINGTON, HEREBY RESOLVES AS FOLLOWS:

Section 1. Adoption of 2018 Fees. The City of Covington’s Fee Schedule, as originally adopted by Resolution No. 02-72 and last amended by Resolution No. 2016-20, is hereby amended pursuant to Exhibit “A”, attached hereto and incorporated fully herein by this reference as if fully set forth, to reflect the updated fee schedule for 2018.

Section 2. Adoption of 2018 Surface Water Management Fees. The City of Covington’s surface water management fees, as originally adopted by Resolution No. 14-18 and last amended by Resolution No. 2017-14 as included in the City of Covington Fee Schedule, are hereby amended pursuant to Exhibit “A”, attached hereto and incorporated fully herein by this reference as if fully set forth, to reflect the updated surface water management fees for 2018.

Section 3. Fee Waiver. The city manager shall have the right to waive all or part of any fee in the City of Covington Fee Schedule if deemed in the best interest of the City of Covington.

Section 4. Corrections. Upon approval of the city attorney, the city clerk is authorized to make necessary corrections to this resolution, including the correction of clerical errors.

Section 5. Effective Date. The amendments adopted in Sections 1 and 2 of this resolution shall take effect on January 1, 2018.

PASSED in an open and regular session of the City Council of the City of Covington, Washington, on this 28th day of November 2017, and signed in authentication thereof.

ATTESTED:

MAYOR JEFF WAGNER

Sharon Scott, City Clerk

APPROVED AS TO FORM ONLY:

Kathy Hardy, City Attorney

2018 CITY OF COVINGTON FEE SCHEDULE

EXHIBIT A

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DEVELOPMENT AND PERMIT CHARGES

I. DEVELOPMENT FEES

A. Integrated Traffic Concurrency Modeling and Reports

	See Schedule A	2017 Fee	2018 Fee
1. Integrated Traffic Concurrency Modeling and Traffic Analysis Reports			
2. Supplemental Traffic Review		Actual Cost	
3. Request for Extension of Concurrency and Traffic Report Approval	\$	424	\$ 437
4. Request for an individually-determined transportation impact fee	\$	430	\$ 443
5. Traffic Concurrency Appeal	\$	584	\$ 602
PLUS consultant costs	Billed separately		

B. Pre-application Conferences/Use Determinations

1. Pre-application conference	\$	766	\$ 789
2. Downtown permitted use determination	\$	714	\$ 736

C. Residential Land Development

1. Short Subdivisions			
a. Preliminary application review fees	\$	11,962	\$ 11,962
b. Request for extension	\$	281	\$ 290
c. Final short plat	\$	5,944	\$ 5,944
d. Alteration to recorded short plat	\$	1,684	\$ 1,684
e. Vacation of short plat	\$	785	\$ 785
f. Affidavit of correction	\$	502	\$ 502
2. Subdivisions			
a. Preliminary application review fees	\$	27,024	\$ 27,024
PLUS per lot fee	\$	310	\$ 50
b. Major revision to approved preliminary subdivision	\$	7,065	\$ 7,065
c. Request for extension	\$	282	\$ 290
d. Final subdivision			
(i) Final subdivision fee	\$	10,092	\$ 10,092
PLUS per lot fee	\$	86	\$ 30
(ii) Subdivision alteration	\$	2,243	\$ 2,243
e. Vacation of plat	\$	785	\$ 785
f. Affidavit of correction	\$	502	\$ 502

Did not apply CPI
Lowered Fee
New Fee
Increase beyond CPI

D. Commercial Development		2017 Fee	2018 Fee
1. Commercial Site Development Permit (includes multifamily)	\$	13,082	\$ 13,082
a. Commercial Site Development Extension			\$ 300
b. Commercial Site Development Amendment			\$ 7,065
2. Binding Site Plan			
a. Binding site plan	\$	13,706	\$ 13,706
b. Binding site plan, in conjunction with commercial site development permit	\$	1,116	\$ 1,116
c. Alteration of binding site plan	\$	13,706	\$ 13,706
d. Vacation of binding site plan	\$	13,706	\$ 13,706
3. Condominium Survey Map Review	\$	1,141	\$ 1,141

E. Boundary Line Adjustment		2017 Fee	2018 Fee
Request for boundary line adjustment	\$	937	\$ 937

F. Environmental Review		2017 Fee	2018 Fee
1. State Environmental Policy Act (SEPA) Review			
a. Environmental checklist & Threshold Determination	\$	1,148	\$ 1,148
b. Determination of Significance (DS) Threshold determination	\$	5,738	\$ 5,738
PLUS hourly fee to review EIS (Required when review exceeds 40 staff hours)	\$	146	\$ 150
c. SEPA Threshold Determination Amendment	\$	717	\$ 717
d. SEPA Determination of Consistency Review (Planned Actions)	\$	2,158	\$ 2,158
e. Subarea Plan - Planned Action Ordinance	\$	2,158	\$ 2,158
PLUS hourly fee when review exceeds 15 hours	\$	146	\$ 150
2. Critical Area Review Fees			
a. Reviews associated with single-family residential building permits, shoreline permits, boundary line adjustments, right-of-way permits, variances, partial critical area exemptions, and individual grading permits. Base fee, billed at hourly rate for subsequent reviews.	\$	958	\$ 987
b. Reviews associated with commercial and/or multifamily building permits, commercial site development, subdivisions, short subdivisions, rezones, and conditional use permits to be collected as follows:			
(i) at time of application	\$	2,229	\$ 2,229
(ii) at time of engineering review	\$	1,114	\$ 1,114
(iii) at commencement of monitoring	\$	2,135	\$ 2,135
c. If critical area review not covered under (a) or (b)		Same fees as (a) above	
PLUS hourly fee	\$	146	\$ 146
d. Critical area exceptions/reasonable use	\$	2,659	\$ 5,460
3. Flood Damage Prevention Variance	\$	1,141	\$ 1,141

G. Parking Demand/Trip Reduction		2017 Fee	2018 Fee
1. Parking Management Plan Review Fee	\$	286	\$ 294
2. Commute Trip Reduction			
a. Program review	\$	146	\$ 150
b. Request for extension	\$	146	\$ 150
c. Request for modification	\$	146	\$ 150

H. Engineering Review			
1. Engineering Plan Review Fees			
a. Short subdivision			
(i) Base fee	\$	6,475	\$ 6,475
(ii) Resubmittal or revision, each occurrence			
Base fee	\$	146	\$ 150
PLUS hourly fee	\$	146	\$ 150
b. Subdivision			
(i) Application plan review			
Base fee	\$	8,446	\$ 8,446
PLUS per lot fee	\$	66	\$ 33
(ii) Resubmittal or revision, each occurrence			
Base fee	\$	146	\$ 150
PLUS hourly fee	\$	146	\$ 150
c. Commercial/multifamily			
(i) Base fee	\$	5,733	\$ 5,733
(ii) Resubmittal or revision, each occurrence			
Base fee	\$	146	\$ 150
PLUS hourly fee	\$	146	\$ 150
2. Engineering Design Review			
a. Design and Construction Standards design deviation (Type 1)	\$	428	\$ 428
b. Design and Construction Standards design variance (Type 2)	\$	714	\$ 714
3. Drainage Review Fees			
a. Drainage plan review, per hour	\$	146	\$ 150
b. Storm water Manual design deviation (Type 1)	\$	428	
c. Storm water Manual design variance (Type 2)	\$	836	
d. Request to use city storm water facility			\$ 450

I. Clearing and Grading

1. Clearing and Grading Permit Plan Review Fees

- a. The Clearing and Grading fee shall be calculated by adding applicable amounts from Clearing and Grading Fee Tables.

Clearing Fee Table

Clearing Fee (ac)		Fee		Plus Per/1 ac over Min
Min	Max	Min		Min
-	1	\$ 680.00		\$ -
1	10	680.00		\$ 48
10	40	1,112.00		\$ 32
40	120	2,702.00		\$ 16
120	-	3,352.00		\$ 3

Grading Fee Table

Grading Volume (cv)		Fee		Plus Per/100 cv over Min
Min	Max	Min		over Min
-	50	\$ 408.00		\$ -
50	100	408.00		\$ 48
100	1,000	432.00		\$ 32
1,000	10,000	720.00		\$ 16
10,000	100,000	2,160.00		\$ 3
100,000	-	4,860.00		\$ 0

	2017 Fee	2018 Fee
b. Plan revision fee		
Base fee, each occurrence	\$ 425	\$ 425
PLUS hourly fee	\$ 146	\$ 150
2. Clearing and Grading Permit Fee Reductions		
Clearing and Grading fee reduction for projects reviewed in conjunction with building permits and development permits	30%	30%
3. Grading Permit Extension Fee (1 year)	\$ 146	\$ 150
4. Tree Removal and Clearing Fees		
a. Minor tree removal	\$ 284	\$ 284
b. Major tree removal	\$ 852	\$ 869
c. Tree Departure/Modification	\$ 438	\$ 438

J. Construction Inspection

1. Construction and Maintenance Inspection Fee Table

Bond Quantity Worksheet		Fee		Plus Per/1,000 over BQW Min
Min	Max	Min		
\$ -	\$ 100,000.00	\$ 5,168.00		\$ 41
100,000.00	500,000.00	9,248.00		\$ 34
500,000.00	1,000,000.00	22,848.00		\$ 27
1,000,000.00	+	36,448.00		\$ 27
			\$ 2,017	\$ 2,018
2. Landscape Installation Inspection			\$ 292	\$ 301
3. Bond Management			\$ 292	\$ 301
3. Request for Extension of Performance Guarantee			\$ 292	\$ 301
4. Inspection outside of business hours on weekdays			\$ 146	\$ 150
Billed at 2 hour minimum			\$ 146	\$ 150
5. Inspection on weekend/holidays				
Billed at 4 hour minimum			\$ 146	\$ 150

K. Re-inspections and Missed Appointments (Construction, Planning, Engineering, Fire)

Re-inspection fees will be assessed at **\$150 per occurrence** when an inspection has been requested or is required and (1) the previous inspection correction items are not complete, and/or (2) access to the site is not provided, and/or (3) approved plans are not on-site.

L. Latecomers' Agreements

	2017 Fee	2018 Fee
1. Application Fee		
a. Latecomer's costs \$20,000 or less	\$ 592	\$ 592
b. Latecomer's costs \$21,001-\$100,000	\$ 1,183	\$ 1,183
c. Latecomer's costs more than \$100,000	\$ 2,367	\$ 2,367
2. Review by City Engineer; 4-hour deposit required	\$ 146	\$ 150
3. Processing fee	\$ 146	\$ 150
4. Segregation Processing Fee	\$ 146	\$ 150

M. Shoreline Management Fees			
1. Substantial Development Permit			
a. Total Cost of Proposed Development			
Total Cost of Proposed Development	Fee		
\$5,001 - 10,000	\$		1,652.00
\$10,001 - 100,000			3,303.00
\$100,001 - 500,000			8,254.00
\$500,001 - 1,000,000			12,378.00
\$1,000,000+			16,501.00
		2017 Fee	2018 Fee
b. Single-family Joint-Use Dock	\$	3,821	\$ 3,821
2. Shoreline Conditional Use Permit	\$	13,374	\$ 13,374
3. Shoreline Variance			
Up to \$10,000 project value	\$	3,949	\$ 3,949
Over \$10,000 project value	\$	10,446	\$ 10,446
4. Shoreline Environment Redefinition			
Base fee	\$	19,636	\$ 19,636
PLUS per shoreline lineal foot	\$	40	\$ 40
Maximum charge	\$	73,628	\$ 73,628
5. Shoreline Exemption	\$	288	\$ 288
6. Supplemental Fees			
a. Request for extension, calculated as % of original permit		20%	20%
b. Revision, as % of original permit		20%	20%
c. Surcharge when public hearing required, as % of original permit		12%	12%
Minimum charge	\$	4,076	\$ 4,076
d. Compliance investigation not to exceed cost of permit (including travel time)	\$	146	\$ 150

N. Administrative Fees			
1. Administrative fee for school and fire impact fees, per unit	\$	72	\$ 72
2. Administrative fee for development permits subject to transportation and park impact fees, per unit	\$	72	\$ 12
3. Impact Fee Deferral Program Application	\$	292	\$ 301

O. Consultant Pass-Through Fees

In the review of a land-use permit application, including but not limited to environmental (SEPA) review, the City may determine that such review requires the review of the City Attorney. In addition to the above development fees that an applicant is required to submit, the applicant shall also be responsible for reimbursing the City for the cost of professional consultant services if the City determines that such services are necessary to complete its review of the application submittal. The City may also require the applicant to deposit an amount with the City which is estimated, at the discretion of the Community Development Director, to be sufficient to cover anticipated costs of retaining professional consultant services and ensure reimbursement to the City for such costs.

1. Consultant costs	Actual Costs
2. Administrative fee	10% of Actual Costs

P. City Attorney Review

The City may determine that a land-use application requires the City Attorney's review. In addition to the development fees that an applicant is required to submit, the applicant shall also be responsible for reimbursing the City for the attorney's billable hourly rate. The City may require the applicant to deposit an amount with the City which is estimated, at the discretion of the Community Development Director, to be sufficient to cover anticipated cost of attorney services and ensure reimbursement to the City for such costs.

1. Attorney's billable hourly rate	\$	146	\$	150
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Traffic Review Fee Table/ SCHEDULE A
Per Council Direction 1/10/2012
Formula 1 - SMALL Developments

Formula: Total Fee = Base Fee + Rate per Unit * DevelopmentUnits
 If calculated fee is **MORE** than \$10,563 use formula for Large Developments instead

Land Use Category	Typical examples or indicators	Development Unit	(a) Base Fee ¹	(b) Rate ¹ Per Unit	(c) Enter Development Size	(a)+(b)*(c) Calculate Total Fee	MAXIMUM No. of Units for this formula
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RESIDENTIAL

Residential - independent living	Single family, apartments, townhomes, condos	DU	\$ 2,437.50	\$ 81.25		\$0	100
Assisted living facilities	Residents don't drive; caregivers are employed	bed	\$ 2,437.50	\$ 20.31		\$0	400

RETAIL BUSINESS

Small Retail < 10KSF	Restaurants, banks, mini-mart ¹	1000sf	\$ 2,437.50	\$ 812.50		\$0	10
General Retail 10KSF-200KSF	Most stores, small shopping centers	1000sf	\$ 2,437.50	\$ 203.13		\$0	40
Large Retail >200ksf	Most shopping centers, superstores				use other table	use other table	NA
Day care	Child-care facilities	1000sf	\$ 2,437.50	\$ 203.13		\$0	40
Medical facilities - all	Clinic, hospital, dental, veterinary	1000sf	\$ 2,437.50	\$ 203.13		\$0	40
Hotel, motel by size	All types of rooms for rent	1000sf	\$ 2,437.50	\$ 81.25		\$0	100
Automotive services	Gas station, car wash, quick lube, tire store ¹	vehicle servicing position	\$ 2,437.50	\$ 203.13		\$0	40

¹ If vehicle servicing is secondary to convenience market or fast food business, use small retail rate above for building space only

NONRETAIL BUSINESS

Office	Workers at desks	1000sf	\$ 2,437.50	\$ 101.56		\$0	80
Industrial	Workers on shop floor	1000sf	\$ 2,437.50	\$ 101.56		\$0	80
Education	Schools, colleges	1000sf	\$ 2,437.50	\$ 101.56		\$0	80
Warehouse	Storage with minimal employment	1000sf	\$ 2,437.50	\$ 20.31		\$0	400

OTHER

Church, theater	Large space used in off-hours	1000sf	\$ 2,437.50	\$ 61.10		\$0	133
Recreation bldg	Health club, community center	1000sf	\$ 2,437.50	\$ 81.25		\$0	100
Movie theater	single or multi-screen	1000sf	\$ 2,437.50	\$ 81.25		\$0	100
Recreation land	Golf course, park	acre	\$ 2,437.50	\$ 20.31		\$0	400
Marina	Moorage for boats	slip	\$ 2,437.50	\$ 12.19		\$0	667
Park & Ride	Transit related car parking	stall	\$ 2,437.50	\$ 61.10		\$0	133

SPECIAL CASES

Not specified above	Use rate per peak hour trip	pk hr trip	\$ 2,437.50	\$ 81.25		\$0	100
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Fee schedule is based on typical trip generation rates, standardized across groups of similar land use categories

Formula 2 - LARGE Developments

Fee = Base Fee + Rate per Unit * DevelopmentUnits

If calculated fee is **LESS** than \$10,563, use formula for Small Developments instead

Land Use Category	Typical examples or indicators	Develop ment Unit	(a) Base Fee ¹	(b) Rate ¹ Per Unit	(c) Enter Development Size	(a)+(b)*(c) Calculate Total Fee	MINIMUM No. of Units for this formula
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RESIDENTIAL

Residential - independent living	Single family, apartments, townhomes, condos	DU	\$ 6,500.00	\$ 40.63		\$0	100
Assisted living facilities	Residents don't drive; caregivers are employed	<i>bed</i>	\$ 6,500.00	\$ 10.16		\$0	400

RETAIL BUSINESS

Small Retail < 10KSF	Restaurants, banks, mini-mart ¹	1000sf	\$ 6,500.00	\$ 406.25	use other table	use other table	NA
General Retail 10KSF-200KSF	Most stores, small shopping centers	1000sf	\$ 6,500.00	\$ 101.57		\$0	40
Large Retail >200ksf	Most shopping centers, superstores	1000sf	\$ 6,500.00	\$ 18.75		\$0	200
Day care	Child-care facilities	1000sf	\$ 6,500.00	\$ 101.57		\$0	40
Medical facilities - all	Clinic, hospital, dental, veterinary	1000sf	\$ 6,500.00	\$ 101.57		\$0	40
Hotel, motel by size	All types of rooms for rent	1000sf	\$ 6,500.00	\$ 40.63		\$0	100
Automotive services	Gas station, car wash, quick lube, tire store ¹	<i>vehicle servicing position</i>	\$ 6,500.00	\$ 101.57		\$0	40

¹ If vehicle servicing is secondary to convenience market or fast food business, use small retail rate above for building space only

NONRETAIL BUSINESS

Office	High density employment	1000sf	\$ 6,500.00	\$ 50.78		\$0	80
Industrial	Low density employment	1000sf	\$ 6,500.00	\$ 50.78		\$0	80
Education	Schools, colleges	1000sf	\$ 6,500.00	\$ 50.78		\$0	80
Warehouse	Storage with minimal employment	1000sf	\$ 6,500.00	\$ 10.16		\$0	400

OTHER

Church, theater	Large space used in off-hours	1000sf	\$ 6,500.00	\$ 30.55		\$0	133
Recreation bldg	Health club, community center	1000sf	\$ 6,500.00	\$ 40.63		\$0	100
Movie theater	single or multi-screen	1000sf	\$ 6,500.00	\$ 40.63		\$0	100
Recreation land	Golf course, park	<i>acre</i>	\$ 6,500.00	\$ 10.16		\$0	400
Marina	Moorage for boats	<i>slip</i>	\$ 6,500.00	\$ 6.10		\$0	667
Park & Ride	Transit related car parking	<i>stall</i>	\$ 6,500.00	\$ 30.55		\$0	133

SPECIAL CASES

Not specified above	Use rate per peak hour trip	<i>pk hr trip</i>	\$ 6,500.00	\$ 40.63		\$0	100
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Fee schedule is based on typical trip generation rates, standardized across groups of similar land use categories

II. ZONING AND LAND USE FEES

A. Zoning Fees

	2016 Fee	2017 Fee	2018 Fee
1. Annexation Petitions and Election Requests ²			
Base Fee		\$ 13,874	\$ 13,874
PLUS per acre		\$ 83	\$ 83
2. Comprehensive Plan Amendment (includes \$500 non-refundable docketing fee)		\$ 4,142	\$ 4,142
PLUS consultant costs if accepted by Planning Commission	Billed separately		
3. Development Regulation Amendment (includes \$500 non-refundable docketing fee)		\$ 3,550	\$ 3,550
PLUS consultant costs if accepted by Planning Commission	Billed separately		
4. Land Use Written Determination/Certification/Zoning Verification Letter ¹			
Type 1 decision letter		\$ 448	\$ 448
5. Development Agreement Fee		\$ 4,317	\$ 4,317
Plus hourly fee exceeding 30 hours of staff time		\$ 146	\$ 150
6. Zoning Map Amendment/Re-zone (includes \$500 non-refundable docketing fee)		\$ 3,550	\$ 3,550

1. Some written determinations may require additional consultant pass-through costs as authorized by the Covington Municipal Code.

2. Fee does not include any costs associated with development of Sub-Area Plans and development regulations.

B. Conditional Use Permits

	2016 Fee		
1. Conditional Use Permit (CUP)			
a. CUP (stand alone permit)		\$ 10,725	\$ 10,725
b. CUP w/ Commercial Site Development		\$ 3,052	\$ 3,052
c. Amendment to CUP		\$ 3,750	\$ 3,750

C. Temporary Use/Re-use of a Facility

1. Temporary Use Permit	\$ 285	\$ 285
2. Re-use of Closed Public School Facilities	\$ 1,907	\$ 1,907
3. Partial Re-use of Closed Public School Facilities, billed hourly with 2 hour minimum		\$ 300

Did not apply CPI

Lowered Fee

New Fee

Increase beyond CPI

D. Zoning Variance/Downtown Design	2016 Fee	2017 Fee	2018 Fee
1. Zoning Variance (Type 3)		\$ 7,172	\$ 7,172
2. Design Departure from the City of Covington Design Guidelines and Standards		\$ 294	\$ 294
3. Appeals to Hearing Examiner		\$ 671	\$ 671

E. Sign Permits			
1. Sign Permits			
a. Freestanding sign, each		\$ 639	\$ 639
b. Wall-mounted sign (up to 3)		\$ 432	\$ 432
Additional per sign over 3 signs		\$ 146	\$ 150
c. Temporary sign permit		\$ 146	\$ 150
2. Sign Variance		\$ 7,172	\$ 7,172

F. Wireless Communications Facilities			
1. Wireless Communications Facilities (WCF)			
a. WCF - Type 1		\$ 429	\$ 429
b. WCF - Type 2 Administrative		\$ 1,573	\$ 1,573
c. WCF - Type 3 - New WCF Tower or Height Waiver		\$ 2,062	\$ 2,062

G. Multifamily Tax Exemption Fees			
1. Multifamily property tax exemption application		\$ 823	\$ 823
2. Amendment of approved contract		\$ 572	\$ 572
3. Extension time for the conditional tax exempt certificate		\$ 286	\$ 286
4. Application for final certificate of tax exemption		\$ 823	\$ 823

1. If approved, applicant is responsible for processing fee for filing with King County Department of Records and Elections.

H. Landmark Designation Application		
1. Consultant costs		Actual Costs
2. Administrative fee		10% of Actual Costs

H. General Land Use/Miscellaneous			
1. General Land Use (where otherwise not defined)			
Base fee		\$ 438	\$ 438
PLUS hourly fee		\$ 146	\$ 150
2. Farm Conservation Plan		\$ 438	\$ 438

J. Other Services (per hour fee)		\$ 146	\$ 150
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III. RIGHT-OF-WAY FEES

	2017 Fee	2018 Fee
A. Right-of-Way Use Permit ¹		
Up to 300 lineal feet	\$ 461	\$ 461
Over 300 lineal feet	\$ 728	\$ 728
PLUS \$2.00 per foot over 300 lineal feet		
B. Right-of-Way Use Permit Extension		
Up to 300 lineal feet	\$ 461	\$ 461
Over 300 lineal feet	\$ 728	\$ 728
PLUS \$2.00 per foot over 300 lineal feet		
C. Right-of-Way Use - Non-Construction (e.g. parade. Block party. Oversize load, etc.)	\$ 146	\$ 150
D. Right-of-Way Construction Permit (Franchised Utility)		
Up to 300 lineal feet	\$ 461	\$ 461
Over 300 lineal feet	\$ 728	\$ 728
PLUS \$2.00 per foot over 300 lineal feet		
E. Right-of-Way Placement Permit (Non-franchised Utility)		
Up to 300 lineal feet	\$ 461	\$ 461
Over 300 lineal feet	\$ 728	\$ 728
PLUS \$2.00 per foot over 300 lineal feet		
F. Right-of-Way Use Permit - Aerial Work		
Base fee (non-construction)	\$ 146	\$ 150
Per pole fee	\$ 146	\$ 150
G. Right-of-Way Use Permit - Aerial & Pole Replacement		
Base fee (construction)	\$ 461	\$ 461
Per pole fee	\$ 288	\$ 288
H. Failure to Call in Job Start	\$ 146	\$ 150
I. Petition for Vacation of Right-of-Way	\$ 1,037	\$ 1,037
PLUS pass through consultant costs	Billed separately	
J. Limited Special Permit to Exceed Bridge Load Limit (hourly rate)	\$ 146	\$ 150
K. Request for Night Time Work		\$ 150

1. The fee is applicable to a request for the relocation of an existing driveway.

IV. BUILDING FEES

A. Building Permit Fees

1. Building Permit Fee Table

Project Value	Fee
\$1 - \$500	\$35
\$500 - \$2,000	\$35 for first \$500, plus \$7 per each additional \$100 or fraction thereof up to and including \$2,000
\$2,001 - \$25,000	\$140 for first \$2,000, plus \$17 per each additional \$1,000 or fraction thereof up to and including \$25,000
\$25,001 - \$50,000	\$531 for first \$25,000, plus \$14 per each additional \$1,000 or fraction thereof up to and including \$50,000
\$50,001 - \$100,000	\$881 for first \$50,000, plus \$13 per each additional \$1,000 or fraction thereof up to an including \$100,000
\$100,001 - \$500,000	\$1,531 for first \$100,000 plus \$13 per each additional \$1,000 or fraction thereof up to and including \$500,000
\$500,001 - \$1,000,000	\$6,731 for first \$500,000, plus \$6 per each additional \$1,000 or fraction thereof up to and including \$1,000,000
\$1,000,001+	\$9,731 for first \$1,000,000, plus \$7 per each additional \$1,000 or fraction thereof

2. Other Inspections and Fees	2017 Fee	2018 Fee
a. Inspections outside of normal business hours		
Base fee	\$ 292	\$ 301
PLUS hourly rate beyond two hours	\$ 146	\$ 150
b. Reinspecton fees assessed per IBC 305.8	\$ 146	\$ 150
c. Other inspections	\$ 146	\$ 150
d. Additional plan review	\$ 146	\$ 150
e. Plan review and/or inspection by outside consultants	Consultant cost PLUS Fee Table cost	
f. Permit Extension Request	\$ 146	\$ 150
3. Building Permit Plan Review (due at time of application)		65% of building permit fee
4. Misc. Single-Family Residential Building Permit Fees		
a. Re-roofs	\$ 207	\$ 214
b. Manufactured home placement, per unit	\$ 432	\$ 445
c. Energy Code review		
i. New Residential	\$ 288	\$ 296
ii. New Commercial	\$ 575	\$ 593
iii. Residential or Commercial Remodel	\$ 73	\$ 75
d. Fences over 6 feet tall		Valuation-based
e. Demolition, per site	\$ 432	\$ 445
5. Miscellaneous Commercial Building Permit Fees		
a. Phased Occupancy	\$ 438	\$ 451
b. Temporary Certificate of Occupancy	\$ 292	\$ 301

B. Mechanical Permit Fees			
1. Commercial Mechanical Permit Fee Table			
Project Value	Fee		
\$1 - \$500	\$141		
\$501 - \$2,000	\$141 for first \$501, plus \$3 per each additional \$500 or fraction thereof up to and including \$2,000		
\$2,001 - \$25,000	\$186 for first \$2,001, plus \$11 per each additional \$1,000 or fraction thereof up to and including \$25,000		
\$25,001 - \$50,000	\$439 for first \$25,001, plus \$10 per each additional \$100 or fraction thereof, up to and including \$100,000		
\$50,001 - \$100,000	\$689 for first \$50,001, plus \$8 per each additional \$1,000 or fraction thereof, up to and including \$100,000		
\$100,001 +	\$1089 for first \$100,001, plus \$17 per each additional \$1,000 or fraction thereof		
2. Permit Issuance	\$	52	\$ 60
3. Supplemental Permit Issuance	\$	16	\$ 16
4. Mechanical Unit Fee Schedule			
a. Furnace	\$	23	\$ 23
b. Furnace over 100,000 Btu/h (29.3 kw)	\$	27	\$ 28
c. Floor furnace	\$	23	\$ 23
d. Unit heater	\$	23	\$ 23
e. Appliance vent	\$	12	\$ 12
f. Boiler or compressor up to 3 hp, or	\$	23	\$ 23
g. Boiler or compressor over 3 up to 15 hp, or	\$	37	\$ 38
h. Boiler or compressor over 15 up to 30 hp, or			
i. Boiler or compressor over 30 up to 50 hp, or	\$	76	\$ 78
j. Boiler or compressor over 50 hp or	\$	125	\$ 129
k. Air-handling unit up to 10,000 cfm	\$	16	\$ 16
l. Air-handling unit over 10,000 cfm	\$	27	\$ 28
m. Ventilation fan	\$	12	\$ 12
n. Mechanical hood	\$	16	\$ 16
o. Miscellaneous appliance	\$	16	\$ 16
p. Gas piping system			
1-5 outlets	\$	10	\$ 10
Each outlet over 5	\$	6	\$ 6
5. Residential New Single family	\$	204	\$ 250
6. Commercial Mechanical Permit by Valuation			
7. Commercial Mechanical Permit Plan Review			65% of permit fee

C. Plumbing Permit Fees			
1. Commercial Plumbing Permit Fee Table			
Project Value	Fee		
\$1 - \$500	\$141		
\$501 - \$2,000	\$141 for first \$501, plus \$3 per each additional \$500 or fraction thereof up to and		
\$2,001 - \$25,000	\$186 for first \$2,001, plus \$11 per each additional \$1,000 or fraction thereof up to		
\$25,001 - \$50,000	\$439 for first \$25,001, plus \$10 per each additional \$100 or fraction thereof, up to		
\$50,001 - \$100,000	\$689 for first \$50,001, plus \$8 per each additional \$1,000 or fraction thereof, up to		
\$100,001 +	\$1089 for first \$100,001, plus \$17 per each additional \$1,000 or fraction thereof		
		2017 Fee	2018 Fee
2. Permit Issuance	\$	39	\$ 50
3. Supplemental Permit Issuance	\$	16	\$ 16
4. Plumbing Unit Fee Schedule			
a. One trap or set of fixtures on one trap	\$	13	\$ 13
b. Building sewer and each trailer park sewer	\$	24	\$ 25
c. Rainwater systems, per drain (inside building)	\$	13	\$ 13
d. Water heater and/or vent	\$	13	\$ 13
e. Gas-piping system, 1-5 outlets	\$	10	\$ 11
f. Additional outlet exceeding 5, each	\$	6	\$ 6
g. Installation or alteration of drainage or vent piping and/or water treating equipment, each	\$	13	\$ 13
h. Repair or alteration of drainage or vent piping, each fixture	\$	13	\$ 13
i. Lawn sprinkler system on any one meter including backflow protection devices	\$	13	\$ 13
j. Atmospheric-type vacuum breakers, 1-5	\$	10	\$ 11
k. Additional breakers exceeding 5, each	\$	6	\$ 6
l. Backflow device other than atmospheric-type vacuum breakers, 2-inch or smaller	\$	13	\$ 13
m. Backflow device other than atmospheric-type vacuum breakers, over 2 inches	\$	24	\$ 25
n. Initial installation and testing for reclaimed water system	\$	42	\$ 43
o. Annual cross-connection testing of reclaimed water system	\$	42	\$ 43
p. Medical gas piping system serving 1-5 inlets/outlets for a specific gas	\$	71	\$ 73
q. Additional medical gas inlets/outlets, each	\$	10	\$ 11
*Additional hourly rate may apply to complex systems			
5. Residential New Single family	\$	255	\$ 275
6. Commercial Mechanical Permit by Valuation			
7. Commercial Plumbing Permit Plan Review			
			65% of permit fee

V. FIRE FEES

A. Fire Permit Fee Table

130.000.342.40.00.05

Modifications to the existing fire sprinkler system effecting 4 or more heads or any fire alarm system modification to accommodate tenant improvements are by separate permit.

Project Value	Fee
\$1 - \$500	\$198
\$501 - \$2,000	\$198 for first \$501, plus \$7 per each additional \$100 or fraction thereof up to and including \$2,000
\$2,001 - \$25,000	\$303 for first \$2,001, plus \$3 per each additional \$1,000 or fraction thereof up to and including \$25,000
\$25,001 - \$50,000	\$372 for first \$25,001, plus \$8 per each additional \$100 or fraction thereof, up to and including \$100,000
\$50,001 - \$100,000	\$572 for first \$50,001, plus \$6 per each additional \$1,000 or fraction thereof, up to and including \$100,000
\$100,001 - \$500,000	\$872 for first \$100,001, plus \$4 per each additional \$10,000 or fraction thereof, up to and including \$500,000
\$500,0001+	\$1,032 for first \$500,001, plus \$4 per each additional \$10,000 or fraction thereof

B. Fire Code Construction Permit

	2017 Fee	2018 Fee
1. Plan Review Fee (due at application)	65% of fire permit fee	
2. Permit Fee (due at issuance)	See fire permit fee table	
3. Commercial Tanks		
a. First tank	\$ 286	\$ 294
b. Additional tanks	\$ 286	\$ 294
4. Residential Tanks		
a. First tank	\$ 286	\$ 294
b. Additional tanks	\$ 143	\$ 148
5. Residential tank removal/fill	\$ 214	\$ 221
6. Commercial tank removal/fill	\$ 286	\$ 294
7. Residential Emergency Generator	\$ 286	\$ 294
8. Commercial Emergency Generator	\$ 572	\$ 589
9. Hazardous Materials (per hour)	\$ 146	\$ 150
10. Permit extensions or approvals		
a. Single family residential	\$ 171	\$ 176
b. Final and correction inspections	\$ 275	\$ 284
c. Full fire inspection	20% of original permit fee	

C. Building and Land Use Plan Review			
1. Commercial Building Permit			
0 - 10,000 sq. ft.	\$	572	\$ 589
10,001 - 50,000 sq. ft.	\$	1,573	\$ 1,620
50,001 sq. ft. and up	\$	2,144	\$ 2,209
2. Multi-Family Building Permit		5% of building permit fee	
3. Single-family Permit		5% of building permit fee	

D. Land Use Plan Review			
1. Subdivisions (at preliminary plat review)			
	\$	714	\$ 736
2. Short subdivisions (at preliminary plat review)			
	\$	642	\$ 662
3. Boundary line adjustments (case by case)			
	\$	146	\$ 150
4. Commercial Site Development and Multi-Family			
0 - 10,000 sq. ft.	\$	572	\$ 589
10,001 - 50,000 sq. ft.	\$	1,143	\$ 1,178
50,001 sq. ft. and up	\$	1,429	\$ 1,472
5. Binding site plan, in conjunction with	\$	214	\$ 221

E. Annual Fire Code Enforcement Inspection			
1. Fire Code Permitted Business (per hour)			
	\$	146	\$ 150
2. General Business (per hour)			
	\$	146	\$ 150

F. Fireworks			
1. Fireworks stands (rate set by state law)			
	\$	100.00	\$ 100.00
2. Fireworks displays (rate set by state law)			
	\$	100.00	\$ 100.00

G. Other			
1. Inspections outside of normal business hours			
Base fee	\$	292	\$ 301
PLUS hourly rate beyond two hours (per hour)	\$	146	\$ 150
2. Re-inspection (per hour)			
	\$	146	\$ 150
3. Other inspections (per hour)			
	\$	146	\$ 150
4. Additional plan review (per hour)			
	\$	146	\$ 150
5. Request for a code modification (per hour)			
	\$	146	\$ 150
6. Request for alternative material and method (per hour)			
	\$	146	\$ 150
7. Plan review and/or inspection by outside consultants			
		Actual Costs	Actual Costs

VI. TECHNOLOGY MANAGEMENT FEE

A **\$40.00 technology surcharge** is assessed for each of the following transactions: Building permit, plumbing permit, mechanical permit, fire permit, sign permit, demolition permit, right-of-way use permit, etc. The fee is collected at the time of issuance for the building specific permits and right-of-way use permits. A technology surcharge will be assessed for development projects at each step in the land-use process (Concurrency Review, Preliminary, Engineering, Notice to Proceed and Final approvals). Individual impact fees not paid with an associated building permit will be required to pay a separate technology surcharge fee at the time of payment.

ADMINISTRATIVE CHARGES

A. Business Licenses	2018 Fee
1. Business license fee, (New)	\$ 60
2. Business license for home occupation or home industry (New)	\$ 60
3. Business license renewal fee	\$ 60
4. Peddler's permit fee	\$ 104
PLUS technology surcharge	\$ 40
5. Special event license (3-day license)	\$ 149
PLUS technology surcharge	\$ 40

B. City Clerk's Office	
1. Agenda-only subscription (City Council and all commissions)	No charge
2. Verbatim transcripts, requires \$400 deposit when ordered	Actual cost
3. Copy - CD ROM	Actual cost
4. Paper copies on copier (no charge first 5 pages), per page	\$0.15

C. Finance Department	
1. Finance Documents - copies available at City Hall for viewing	
a. Final Budget	Actual Cost
b. Preliminary Budget	No charge
c. Financial Statement	Actual Cost
2. Returned item fee (i.e. NSF, chargeback, etc.)	Actual Cost

D. Miscellaneous Fees	
1. Maps larger than 11" x 17"	Actual Cost
2. Community Room	
a. Reservation fees - Weekdays during normal City Hall business hours (8am to 5pm)	\$30/hour
b. Reservation fees - Weekends, holidays, times other than normal City Hall business hours	\$65/hour
c. Facility monitor hourly rate (set by Executive Department)	\$12/hour
d. Facility monitor lock-up fee	\$6
e. Kitchen use fee (set by Executive Department)	\$30
f. Refundable damage/cleaning deposit	\$250
g. Processing fee for refunds for cancellations (set by Executive Department)	\$10/per transaction
3. Promotional Items	
a. City of Covington hats, mugs, etc.	Actual Cost
b. Covington historical books	Actual Cost

Impact Fees / Other Section A

Transportation Impact Fees (TIF) CMC Chapter 12.105

Residential Subdivisions: The TIF is based on fees in effect at the time of building permit issuance. Fees are calculated on a per lot basis and are paid prior to (or at time of) building permit issuance.

Commercial Site Development (includes multi-family): The TIF is based on fees in effect at the time of the building permit issuance. Fees are paid prior to (or at time of) building permit issuance.

Fees are determined by the City on a project by project basis, same methodology set forth in the code section cited above.

Refer to the Traffic Impact Fee Rate Table and Calculation Sheet for specific fees.

Worksheet for Transportation Impact Fee of New Development

Pursuant to Ordinance No. 08-10 (Effective October 1, 2010)

Development Name:

Street Location:

City Case Number:

Size of Development:

Residential: Enter number of dwelling units:

Other: Enter building square feet / 1000, or other unit if applicable. (see Table 1)

Total sq. ft. / units

Enter ITE Land Use Code (or word description) from Table 1 columns 1-2, for reference:

ITE L.U. Code:

Transportation Impact Fee Rate per Unit of Development:

Enter corresponding Fee per Land Use Unit from Table 1 last column:

Note: Fee rate per Land Use Unit is based on adopted Fee per Vehicle-Mile of impact at top of Table 1.

Transportation Impact Fee:

Size of Development x Impact Fee Rate:

(a) x (b) =

Total Transportation Impact Fee Due for this Development:

Appendix B. Traffic Impact Rate Table

PM Avg K-factor = 0.091 Avg Daily Fee/Trip = \$ 406

This table uses ITE⁽³⁾ driveway trip rates, with adjustments, to derive the net new impact per unit of development, in vehicle-miles-traveled (VMT). See ITE for details of land use categories.⁽⁹⁾

ITE LAND USE NAME	ITE LAND USE CODE	ITE LAND USE UNIT ⁽¹¹⁾	ITE Avg SIZE ⁽⁹⁾	ITE GROSS TRIP RATE / UNIT ⁽³⁾		DISCOUNT PASS-BY TRIPS ⁽⁴⁾	ITE Pk/Daily K-Factor	NET DAILY VMT IMPACT RATE / UNIT ⁽⁵⁾	FEE PER LAND USE UNIT
				PM	DAILY				
RESIDENTIAL		<i>Signature elements: places where people live with active lifestyles. Afternoon peak hour traffic is mainly inbound.</i>							
Single-Family (Detached) Housing	210	Dwelling	214	1.00	9.52	0%	10.5%	9.52	\$ 4,461
Duplex (Detached) Housing	use 210	Dwelling	same	1.00	9.52	0%	10.5%	9.52	\$ 4,461
Multifamily, 3+ Bedrooms	use 231	Dwelling	234	0.78	7.41	0%	10.5%	7.41	\$ 3,479
Multifamily, under 3 Bedrooms	blend 220, 221, 230	Dwelling	250	0.60	6.00	0%	10.0%	6.00	\$ 2,676
Mobile Home Park	240	Dwelling	168	0.59	4.99	0%	11.8%	4.99	\$ 2,632
Self-contained Retirement Community ⁽⁷⁾	251	Dwelling	862	0.27	3.68	0%	7.3%	3.68	\$ 1,204
Senior Adult Housing-Attached	252	Dwelling	147	0.25	3.44	0%	7.3%	3.44	\$ 1,115
Congregate Care Facility, Nursing Home, Elderly Housing (Attached)		<i>please see Non-Retail, assisted living facilities</i>							
NON-RETAIL		<i>Signature elements: places where most traffic is generated by employees, rather than customers, patrons or residents. Includes some public facilities and some assisted-living types of residential facilities. Peak hour main direction varies.</i>							
Employment Centers									
Office Building (Single Building)	blend 710, 714, 715	1000 sq. ft.	150-300	1.50	11.42	0%	13.1%	11.42	\$ 6,691
Office Park (Multiple Buildings)	750	1000 sq. ft.	370	1.48	11.42	0%	13.0%	11.42	\$ 6,602
Business Park (Multiple Buildings)	770	1000 sq. ft.	379	1.26	12.44	0%	10.1%	12.44	\$ 5,621
Research & Development Center	760	1000 sq. ft.	306	1.07	8.11	0%	13.2%	8.11	\$ 4,773 %T ⁽¹⁰⁾
General Light Industrial	110	1000 sq. ft.	357	0.97	6.97	0%	13.9%	6.97	\$ 4,327 %T ⁽¹⁰⁾
Industrial Park	130	1000 sq. ft.	447	0.85	6.83	0%	12.4%	6.83	\$ 3,792 %T ⁽¹⁰⁾
Manufacturing	140	1000 sq. ft.	325	0.73	3.82	0%	19.1%	3.82	\$ 3,256 %T ⁽¹⁰⁾
General Heavy Industrial	120	1000 sq. ft.	1544	0.68	1.50	0%	45.3%	1.50	\$ 3,033 %T ⁽¹⁰⁾
Trucking and Storage Facilities									
1 Warehousing (Industrial)	150	1000 sq. ft.	354	0.32	3.56	0%	9.0%	3.56	\$ 1,427 %T ⁽¹⁰⁾
2 Mini-Warehouse (Self-Service Storage)	151	1000 sq. ft.	58	0.26	2.50	0%	10.4%	2.50	\$ 1,160
High-Cube Warehouse/Distribution Center	152	1000 sq. ft.	302	0.12	1.68	0%	7.1%	1.68	\$ 535 %T ⁽¹⁰⁾
4 Intermodal Truck Terminal	30	Acres	12	6.55	81.90	0%	8.0%	81.90	\$ 29,218 %T ⁽¹⁰⁾
Institutions									
Church, with Weekday Programs	560	1000 sq. ft.	17	2.00	30.00	20%	6.7%	24.00	\$ 7,137
High School	530	1000 sq. ft.	225	0.97	12.89	10%	7.5%	11.60	\$ 3,894
Elementary and Junior High School	520	1000 sq. ft.	55	0.20	14.49	20%	1.4%	11.59	\$ 714
Church, No Weekday Programs	560	1000 sq. ft.	17	0.40	6.00	0%	6.7%	6.00	\$ 1,784
Assisted Living Facilities									
Nursing Home	620	Beds	99	0.22	2.74	10%	8.0%	2.47	\$ 883
Congregate Care Facility, Elderly Housing (Attached)	253	Living unit	164	0.17	2.02	10%	8.4%	1.82	\$ 682

Notes:

- (1) V.S.P. (Vehicle Servicing Position) = space provided for one vehicle to be fueled or washed; not necessarily "pumps" or "hoses"
- (2) Use total rooms for hotel/motel; 15% vacancy factor is incorporated in gross trip rate. Excludes facilities with major restaurants and meeting places.
- (3) ITE Trip Generation Manual, 9th edition. Some ITE rates are smoothed and averaged to eliminate statistically insignificant differences.
- (4) Pass-by Reduction eliminates trips diverted from the stream of traffic "passing by" a retail site, which add no vehicle-miles of impact on the road system.
- (5) Net New VMT Impact Trip Rate = ITE Gross Trip Rate * (1 - % Pass-by) .
- (6) For shopping centers over 65,000 sq. ft., see ITE for logarithmic trip rate formula.
- (7) A retirement community is "self-contained" only if it provides a full range of facilities on-site for medical care, recreation, shopping, dining, etc.
For "assisted living" retirement facilities serving the non-driving elderly with caregivers employed on-site, use Congregate Care Centers under NON-RETAIL.
- (8) Average size of developments comprising the ITE database. May be useful to distinguish between otherwise similar-sounding classes.
- (9) Trip rate for any land use not covered by this table shall be determined by the Director of Public Works.
- (10) This land use generates heavy truck travel. Truck surcharge must be calculated.
- (11) Units expressed as 1000 sq. ft. refer to habitable gross building area, not land area. Units expressed as "acres" refer to land area.

Appendix B. Traffic Impact Rate Table

PM Avg K-factor = 0.091 Avg Daily Fee/Trip = \$ 406

This table uses ITE⁽³⁾ driveway trip rates, with adjustments, to derive the net new impact per unit of development, in vehicle-miles-traveled (VMT). See ITE for details of land use categories.⁽⁹⁾

ITE LAND USE NAME	ITE LAND USE CODE	ITE LAND USE UNIT ⁽¹¹⁾	ITE Avg SIZE ⁽⁹⁾	ITE GROSS TRIP RATE / UNIT ⁽³⁾		DISCOUNT PASS-BY TRIPS ⁽⁴⁾	ITE Pk/Daily K-Factor	NET DAILY VMT IMPACT RATE / UNIT ⁽⁵⁾	FEE PER LAND USE UNIT
				PM	DAILY				
RETAIL									
<i>Signature elements: non-residential activity with traffic generated mainly by customers or patrons, not employees. Inbound and outbound are roughly equal most of the day. Some public facilities are thus "retail".</i>									
Automobile-related Sales									
Auto Parts Sales	843	1000 sq. ft.	8	5.98	61.91	50%	9.7%	30.96	\$ 13,338
Auto Care Center (Multiple Stores)	942	1000 sq. ft.	12	3.11	38.87	20%	8.0%	31.10	\$ 11,098
Car Sales, New and Used	841	1000 sq. ft.	30	2.62	32.30	10%	8.1%	29.07	\$ 10,518
Automobile Servicing									
Gasoline/Service Station no Mini-Mart	944	V.S.P. ⁽⁷⁾	8	13.87	168.56	80%	8.2%	33.71	\$ 12,374
Self-Service Car Wash	947	V.S.P. ⁽⁷⁾	7	5.54	75.00	50%	7.4%	37.50	\$ 12,356
Gasoline/Service Station with Mini-Mart	945	V.S.P. ⁽⁷⁾	10	13.51	162.78	80%	8.3%	32.56	\$ 12,053
Quick-Lube Vehicle Shop	941	V.S.P. ⁽⁷⁾	2	5.19	40.00	50%	13.0%	20.00	\$ 11,576
Tire Store	848, 849	V.S.P. ⁽⁷⁾	8	3.32	32.00	50%	10.4%	16.00	\$ 7,405
Social-Recreational Activities									
Coffee and Donut Shop w/o Drive-Through Window	936	1000 sq. ft.	4	40.75	503.09	80%	8.1%	100.62	\$ 36,355
Fast-Food Restaurant with Drive-Through Window	934	1000 sq. ft.	4	32.65	496.12	80%	6.6%	99.22	\$ 29,128
Library	590	1000 sq. ft.	16	7.30	56.24	10%	13.0%	50.62	\$ 29,307
Quality Restaurant	931	1000 sq. ft.	9	7.49	89.95	20%	8.3%	71.96	\$ 26,729
Sit-Down Restaurant	932	1000 sq. ft.	6	9.85	127.15	50%	7.7%	63.58	\$ 21,969
Lodge/Fraternal Organization, with dining facilities	591	1000 sq. ft.	n/a	6.00	48.00	10%	12.5%	43.20	\$ 24,088
Health/Fitness Club	492	1000 sq. ft.	36	3.53	32.93	10%	10.7%	29.64	\$ 14,172
Bowling Alley	437	1000 sq. ft.	24	1.71	33.33	10%	5.1%	30.00	\$ 6,865
Recreational Community Center	495	1000 sq. ft.	65	2.74	33.82	10%	8.1%	30.44	\$ 11,000
Racquet/Tennis Club	491	1000 sq. ft.	48	0.84	14.03	10%	6.0%	12.63	\$ 3,372

Notes:

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- (3) ITE Trip Generation Manual, 9th edition. Some ITE rates are smoothed and averaged to eliminate statistically insignificant differences.
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- (5) Net New VMT Impact Trip Rate = ITE Gross Trip Rate * (1 - % Pass-by)
- (6) For shopping centers over 65,000 sq. ft., see ITE for logarithmic trip rate formula.
- (7) A retirement community is "self-contained" only if it provides a full range of facilities on-site for medical care, recreation, shopping, dining, etc.
For "assisted living" retirement facilities serving the non-driving elderly with caregivers employed on-site, use Congregate Care Centers under NON-RETAIL.
- (8) Average size of developments comprising the ITE database. May be useful to distinguish between otherwise similar-sounding classes.
- (9) Trip rate for any land use not covered by this table shall be determined by the Director of Public Works.
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				PM	DAILY				
RETAIL									
<i>Signature elements: non-residential activity with traffic generated mainly by customers or patrons, not employees. Inbound and outbound are roughly equal most of the day. Some public facilities are thus "retail".</i>									
Community Retail Focus									
Walk-in Bank	911	1000 sq. ft.	5	12.13	156.48	65%	7.8%	54.77	\$ 18,938
Drive-in Bank	912	1000 sq. ft.	4	24.30	148.15	75%	16.4%	37.04	\$ 27,099
Convenience Market	851 - 853	1000 sq. ft.	3	50.00	640.00	85%	7.8%	96.00	\$ 33,455
DVD/Video Rental Store	896	1000 sq. ft.	7	13.60	140.00	55%	9.7%	63.00	\$ 27,300
Pharmacy/Drug Store	880, 881	1000 sq. ft.	13	8.71	89.10	30%	9.8%	62.37	\$ 27,203
Supermarket and Discount Supermarket	850, 854	1000 sq. ft.	62	10.45	102.24	45%	10.2%	56.23	\$ 25,638
Hardware/Paint Store	816	1000 sq. ft.	21	4.84	51.29	25%	9.4%	38.47	\$ 16,192
Building Materials & Lumber Store	812	1000 sq. ft.	11	4.49	45.16	20%	9.9%	36.13	\$ 16,023
Apparel Store	876	1000 sq. ft.	5	3.83	66.40	20%	5.8%	53.12	\$ 13,668
Shopping Center, under 65,000 sq. ft. ⁽⁶⁾	820	1000 sq. ft.	50	3.71	42.70	50%	8.7%	21.35	\$ 8,275
Specialty Retail Center (Strip Mall)	826	1000 sq. ft.	105	2.71	44.32	20%	6.1%	35.46	\$ 9,671
Destination Retail Focus									
1 Free-Standing Discount Store	815	1000 sq. ft.	111	4.98	57.24	30%	8.7%	40.07	\$ 15,550
2 Toy/Children's Superstore	864	1000 sq. ft.	46	4.99	60.00	30%	8.3%	42.00	\$ 15,581
3 Discount Club (Membership Warehouse Store)	857	1000 sq. ft.	112	4.18	41.80	20%	10.0%	33.44	\$ 14,917
4 Electronics Superstore	863	1000 sq. ft.	37	4.50	45.04	30%	10.0%	31.53	\$ 14,051
5 Free-Standing Discount Superstore	813	1000 sq. ft.	154	4.35	50.75	20%	8.6%	40.60	\$ 15,523
6 Factory Outlet Center	823	1000 sq. ft.	146	2.29	26.59	10%	8.6%	23.93	\$ 9,194
7 Home Improvement Superstore	862	1000 sq. ft.	100	2.33	30.74	10%	7.6%	27.67	\$ 9,354
8 Furniture Store	890	1000 sq. ft.	67	0.45	5.06	10%	8.9%	4.55	\$ 1,807
11 Nursery (Garden Center)	817	Acres	4	8.06	108.10	10%	7.5%	97.29	\$ 32,358
12 Nursery (Wholesale)	818	Acres	24	0.45	19.50	10%	2.3%	17.55	\$ 1,807
SPECIAL CASES									
<i>Signature Elements: Characteristics not matched with groups above</i>									
State Motor Vehicles Department/Licensing Agency	731	1000 sq. ft.	10	17.09	166.02	30%	10.3%	116.21	\$ 53,364
US Post Office	732	1000 sq. ft.	31	11.22	108.19	60%	10.4%	43.28	\$ 20,020
Medical/Dental Office or Clinic	630, 720	1000 sq. ft.	71	3.66	33.00	10%	11.1%	29.70	\$ 14,694
Day Care Center	565	1000 sq. ft.	4	12.34	74.06	80%	16.7%	14.81	\$ 11,009
Hospital	610	1000 sq. ft.	500	0.93	13.22	10%	7.0%	11.90	\$ 3,734
Hotel/Motel - No Convention Facilities	310-312, 320	Total Rooms⁽²⁾	200	0.53	6.50	10%	8.2%	5.85	\$ 2,128

Notes:

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**Impact Fees / Other
Section B**

**Park Impact Fee
CMC 19.60**

ORDINANCE NO. 17-07

Single Family, per dwelling unit	\$3,922.00
Multi-family, per dwelling unit	\$2,760.55

**Impact Fees / Other
Section C**

**Fee-in-Lieu of Recreation Space
CMC 18.35.160**

Most residential developments are required to provide on-site recreation space. The City may, at its sole discretion, allow the applicant to meet some or all of the on-site recreational space requirements by paying a fee in lieu of recreation space. Fees are determined by the City on a project-by-project basis, using the methodology set forth in the code section cited above.

Impact Fees / Other Section D

School Impact Fee CMC Chapter 18.120

The School Impact Fee is collected for residential development projects or projects with a residential component.

For a Plat/Subdivision, 100% of the fees can be paid per the fee schedule that is in effect at the time of Final Plat approval. Alternately, the School Impact Fee for each individual single family residence can be paid prior to issuance of the building permit for that SF residence, based on the impact fees in effect at the time of application for that building permit.

For development of existing lots (including plats that were finalized without payment of school impact fees) 100% of the fees are to be paid per the schedule in effect at the time of building permit application, and are to be paid prior to building permit issuance (or at time of issuance).

The only exception to the above references of when fees are assessed and paid are: 1) lots covered under a Plat Condition of Approval with different requirements.

ORDINANCE NO. 18-2017 (Exhibit A)

2018 Kent School District Impact Fee Schedule

Single-family, per dwelling unit	\$5,235.00
Multi-family, per dwelling unit	\$2,267.00

**Impact Fees / Other
Section E**

**Storm and Surface Water Maintenance, Operations and CIP Fees
CMC Chapter 13.30**

Resolution 2017-14

Land use	Impervious Surface %		
Residential	NA	\$ 221.64	parcel/yr
Very Light	0 to 10%	\$ 221.64	parcel/yr
Light	>10% to 20%	\$ 547.05	acre/yr.
Moderate	>20% to 45%	\$ 1,161.67	acre/yr.
Moderately Heavy	>45% to 65%	\$ 1,958.66	acre/yr.
Heavy	>65% to 85%	\$ 2,699.06	acre/yr.
Very Heavy	>85% to 100%	\$ 3,404.88	acre/yr.
City Roads	NA		NA
State Highways	NA		NA

Note: parcel/yr. = fee amount per parcel, per year. Acre/yr. = fee amount per Acre per year

**Fire Impact Fees
CMC Chapter 19.50**

Resolution 2017-06

Single-family, per dwelling unit	\$ 1,702.12
Multi-family, per dwelling unit	\$ 1,664.46
Commercial/Industrial, per square foot	\$ 1.15
Hospital/Medical/Civic/School/Church, per square foot	\$ 0.77
Assisted Care, per square foot	\$ 1.54



CITY OF COVINGTON
 Permit Services
 16720 SE 271st Street, Suite 100
 Covington, WA 98042

Phone: 253-480-2400
 Fax: 253-480-2401
 www.covingtonwa.gov

FEE-IN-LIEU OF OPEN SPACE CALCULATION SHEET

Plat Name: _____

Plat Number: _____

Zoning: _____

Date: _____

- 1. Valuation per Residential Acre
- Valuation per Commercial Acre
- Valuation of Improvements

\$5.00 SF multiplied by required SF*
 \$18.00 SF multiplied by required SF**
 \$6.00 SF multiplied by required SF***

2. Required Open Space:

_____ sq. ft. x _____ = _____ sq. ft. (____ acres)****
 Open space per unit / lot x # of units / lots = required open space

3. Fee-in-Lieu of Open Space:

_____ + \$ _____ x _____ = \$ _____
 Improvement Value** + Land Value x required open space = Fee DUE

* Value based on Department estimates of land value, as amended annually; King County Office of Assessment data or average land cost in King County indicates a land value of \$199,170 per acre in 1999. Covington area value ranges from \$100,000 to \$150,000 per acre.

** Value based on Department estimates of land value, as amended annually; Today's Real Estate, Inc. data on average commercial land cost in Covington area, year 2000 sales.

*** Improvement value is calculated by the Department based on an average cost for providing improvements (\$6.00 per SF).

**** 43,560 sq. ft./acre

Agenda Item 3

Covington City Council Meeting

Date: November 28, 2017

SUBJECT: RESOLUTION OPPOSING THE SITING OF SUPERVISED CONSUMPTION/
INJECTION SITES (COMMUNITY HEALTH ENGAGEMENT LOCATIONS)
WITHIN THE CITY LIMITS OR WITHIN POTENTIAL ANNEXATION AREAS
OF THE CITY OF COVINGTON

RECOMMENDED BY: Regan Bolli, City Manager

ATTACHMENT(S):

1. Proposed Resolution

PREPARED BY: Regan Bolli, City Manager

EXPLANATION:

At the October 10, 2017 council meeting the council reviewed the staff report and information from numerous cities, King County, other countries, and multiple articles and studies. The council requested staff bring back a resolution for consideration opposing the siting of supervised consumption/injection sites and stating Council's concern with preventing overdose and improving access to treatment for individuals who are dependent on opioids, while acknowledging that the City of Covington does not meet the siting criteria nor does Covington have adequate services to provide to the target population. Attached is a resolution for your consideration.

ALTERNATIVES:

Make additional edits.

FISCAL IMPACT:

CITY COUNCIL ACTION: _____ Ordinance _____ Resolution X Motion _____ Other

**Councilmember _____ moves, Councilmember _____
seconds to adopt a resolution opposing the siting of supervised consumption/
injection sites (community health engagement locations) within the city limits
or within potential annexation areas of the city of Covington.**

REVIEWED BY: City Manager, City Attorney, City Clerk

RESOLUTION NO. 2017-16

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COVINGTON, WASHINGTON, OPPOSING THE SITING OF SUPERVISED CONSUMPTION/INJECTION SITES (COMMUNITY HEALTH ENGAGEMENT LOCATIONS) WITHIN THE CITY LIMITS OF COVINGTON, WASHINGTON OR WITHIN THE POTENTIAL ANNEXATION AREAS OF THE CITY OF COVINGTON, WASHINGTON.

WHEREAS, the Covington City Council is concerned with preventing overdose and improving access to treatment for individuals who are dependent on opioids; and

WHEREAS, on January 19, 2017, the King County Board of Health adopted Resolution No. 17-01, which endorsed the *Heroin and Prescription Opiate Addiction Task Force Final Report and Recommendations* (“Report”) and called on local and state actors to implement the public health policies outlined in the Report, including the establishment of at least two pilot Community Health Engagement Locations (“CHEL”) for the supervised injection of heroin and other illegal drugs; and

WHEREAS, the King County Council by Ordinance No. 2017-0136.2 amended its appropriation ordinance to provide that no funds from its Mental Illness and Drug Dependency Fund shall be expended to establish a CHEL except in any city that chooses to establish such a location; and

WHEREAS, the Report stated that a CHEL should ideally be sited in geographic areas that have been identified as drug use/overdose “hotspots” and be co-located or be in close geographic proximity to services used by the target population; and

WHEREAS, the City of Covington does not meet this siting criteria because Covington has not been identified as a drug use/overdose “hotspot” nor does Covington have adequate services to provide to the target population; and

WHEREAS, in addition to not meeting the siting criteria in the Report, the City Council finds that due to the City of Covington’s limited public safety and resources, Covington is not a good location for a pilot program of this nature; and

WHEREAS, the City Council of the City of Covington finds that it would be in the best interest of the public health, safety, and welfare of the residents of Covington for the City of Covington to focus on more established means of supporting individuals who are dependent on opioids;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF COVINGTON, WASHINGTON, DOES RESOLVE AS FOLLOWS:

Section 1. Opposition. The City Council of the City of Covington declares its opposition to the siting of any supervised illegal substance consumption/injection facilities, including Community Health Engagement Locations, within the City of Covington.

Section 2. Potential Annexation Areas. The City Council of the City of Covington requests that King County not site a supervised illegal substance consumption/injection facility in Covington's assigned Potential Annexation Areas within the King County Urban Growth Area.

Section 3. Distribution. The City Manager is directed to disseminate this Resolution to the King County Council, Public Health – Seattle & King County, and other relevant representatives of federal, state, and local government, as appropriate.

Section 4. Implementation. The City Manager is authorized to implement such administrative and legal procedures as may be necessary to carry out the direction of this Resolution.

Section 5. Effective Date. This Resolution shall take effect and be in force upon passage and signatures thereon.

PASSED in open and regular session on this 28th day of November 2017.

JEFF WAGNER, MAYOR

ATTESTED:

Sharon Scott, City Clerk

APPROVED AS TO FORM:

Kathy Hardy, City Attorney

Agenda Item 4

Covington City Council Meeting

Date: November 28, 2017

SUBJECT: PROPOSED ORDINANCE TO SET THE 2017 PROPERTY TAX LEVY FOR COLLECTION IN 2018.

ATTACHMENT(S):

1. Proposed Ordinance
2. Property Tax Worksheet

EXPLANATION:

Property taxes for the City of Covington are currently one of three main sources of revenue for the city. Property taxes are subject to a variety of legal limitations, including limits on growth (the 101%), limits on tax rates, and limits on total rate for overlapping districts. Property taxes are the most stable form of taxation – one that is not portable.

Staff has proposed an estimated property tax increase of 3.0%. The increase will allow for any adjustments in revenue resulting from new construction, improvements to property, newly constructed wind turbines, any increase in the value of state assessed property, any annexations that have occurred, and refunds made that are added to the worksheet by the county after adoption of the property tax levy ordinance.

A public hearing required under state law (RCW 84.55.120) to consider the city's revenue sources and potential adjustments to property tax revenues was held on October 24, 2017. The deadline for setting 2017 property tax levies for cities in King County is November 30, 2017.

It is the policy of the city to follow applicable laws as they relate to the budget process.

ALTERNATIVES:

This is a significant revenue source for the city. Should the council elect to make any significant changes to the levy that has been projected in the preliminary budget and the 6-Year Forecast Model, a corresponding change in the budgeted expenditures may need to be made.

FISCAL IMPACT:

This ordinance sets the 2017 property tax levy for taxes to be collected in 2018. Covington's estimated assessed value (AV) for 2018 is \$2,448,719,073 including (estimated) \$62,009,017 for new construction.

Based on the AV, the estimated total levy is \$2,747,249. This includes the beginning levy of \$2,629,839, plus one percent of the beginning levy equaling \$26,298, plus relevely for prior year refunds \$17,004, and an estimated amount for new construction of \$74,108. A final amount to be levied for new construction, the state-assessed public utility value, and prior year refunds made will be determined by the assessor's office.

The estimated dollar increase over the actual 2017 levy amount, excluding new construction, annexations, increase in utility value, and prior year refunds, is \$79,049, or 3.0%.

2018 expense request amount	\$ 2,800,000
Subtract last year's actual levy	<u>(2,629,839)</u>
	\$ 170,161
Subtract new construction	(74,108)
Subtract annexation	-
Subtract refunds	<u>(17,004)</u>
Increase Amount	<u><u>\$ 79,049</u></u>

Divide increased amount over last year's actual levy:
 $\$79,049/\$2,629,839 = 3.0\%$

Because the county does not have the final numbers for items such as new construction, the state-assessed public utility value, and refunds made at this time, language is included in the ordinance that gives the county permission to make changes based on the final numbers. This would result in additional taxes for the city. Therefore, the amount that will be included in the ordinance to cover any additional revenue not included in the preliminary worksheet will be **\$2,800,000**.

CITY COUNCIL ACTION: X Ordinance Resolution Motion Other

Councilmember _____ moves, Councilmember _____ seconds, to pass an ordinance, in substantial form as that attached hereto, setting the 2017 property tax levy for collection in 2018 at \$2,800,000.

REVIEWED BY: City Manager; City Attorney; Finance Director.

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF COVINGTON, KING COUNTY, WASHINGTON, PASSING THE REGULAR PROPERTY TAX LEVY FOR 2017 FOR COLLECTION IN 2018.

WHEREAS, the city council of the City of Covington has met and considered its budget for the calendar year 2018; and

WHEREAS, the city council held a public hearing on October 24, 2017, and heard and duly considered relevant evidence and testimony regarding an increase in property tax revenues from January 1, 2018, to December 31, 2018; and

WHEREAS, the population of the City of Covington is more than 10,000;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF COVINGTON, KING COUNTY, WASHINGTON, DOES ORDAIN AS FOLLOWS:

Section 1. The city council hereby establishes a regular property tax levy for 2017 for collection in 2018 in the amount of \$2,800,000, which is a 3.0% increase in property tax revenue from the previous year, in addition to revenue resulting from new construction, improvements to property, newly constructed wind turbines, any increase in the value of state-assessed property, any annexations that have occurred, and refunds made in order to discharge the expected expenses and obligations of the city and in its best interest.

Section 2. This ordinance shall be in full force and effect five (5) days after proper posting and publication. A summary of this ordinance may be published in lieu of publishing the ordinance in its entirety.

Section 3. If any provision of this ordinance, or ordinance modified by it, is determined to be invalid or unenforceable for any reason, the remaining provisions of this ordinance and ordinances and/or resolutions modified by it shall remain in full force and effect.

PASSED by the City of Covington City Council at a regular meeting thereof held on the 28th day of November 2017, and signed in the authentication thereof.

Mayor Jeff Wagner

ATTESTED:

PUBLISHED: December 1, 2017
EFFECTIVE: December 6, 2017

Sharon Scott, City Clerk

APPROVED AS TO FORM ONLY:

Kathy Hardy, City Attorney

**City of Covington
Estimated Property Tax
2018**

ATTACHMENT 2

2017 Levy Amount=	\$	2,629,839
x 1.0%		26,298
Increase in utility value		-
Plus: New Construction		74,108
Plus: Annexation Levy		-
Relevy for prior year refunds		17,004
		17,004
2018 Property Tax Levy	\$	2,747,249
Estimated Levy for County purposes ¹	\$	2,800,000
		2,800,000
Assessed Valuation	\$	2,448,719,073
2018 Estimated Levy Rate=	\$	1.12191

¹ The estimated levy amount is based on King County's request that the city estimate above the expected levy to allow for additional adjustments that may occur after the city adopts the ordinance. Additional revenue may come from new construction, improvements to property, newly constructed wind turbines, any increase in the value of state assessed property, any annexations that have occurred, and refunds made. If the levy amount is not requested the city could lose out on the additional revenue.

Agenda Item 5

Covington City Council Meeting

Date: November 28, 2017

SUBJECT: PROPOSED ORDINANCE AUTHORIZING A PROPERTY TAX INCREASE IN TERMS OF BOTH DOLLARS AND PERCENTAGES, TO BE COLLECTED IN THE 2018 TAX YEAR, AS REQUIRED BY RCW 84.55.120.

ATTACHMENT(S):

1. Proposed Ordinance

EXPLANATION:

To increase the 2017 regular property tax levy to be collected in the 2018 tax year, the city council needs to adopt a separate ordinance as required by RCW 84.55.120, which states in part:

“**No increase in property tax revenue**, other than that resulting from the addition of new construction, increases in assessed value due to construction of electric generation wind turbine facilities classified as personal property, and improvements to property and any increase in the value of state-assessed property, **may be authorized by a taxing district**, other than the state, **except by adoption of a separate ordinance** or resolution, pursuant to notice, **specifically authorizing the increase in terms of both dollars and percentage**. The ordinance or resolution may cover a period of up to two years, but the ordinance shall specifically state for each year the dollar increase and percentage change in the levy from the previous year.”

The King County Assessor’s Office requires us to calculate the percent increase as follows:

2018 expense request amount	\$ 2,800,000
Subtract last year's actual levy	<u>(2,629,839)</u>
	\$ 170,161
Subtract new construction	(74,108)
Subtract annexation	-
Subtract refunds	<u>(17,004)</u>
Increase Amount	<u><u>\$ 79,049</u></u>

Divide increased amount over last year's actual levy:
 $\$79,049/\$2,629,839 = 3.0\%$

The attached ordinance meets the requirements of RCW 84.55.120.

FISCAL IMPACT:

This ordinance states the 2017 property tax levy increase as 3.0%, or \$79,049, pursuant to state statute.

CITY COUNCIL ACTION: Ordinance Resolution Motion Other

Councilmember _____ moves, and Councilmember _____ seconds, to pass an ordinance, in substantial form as that attached hereto, authorizing the 2017 property tax levy for taxes to be collected in 2018, to increase by three percent (3.0%), or \$79,049, pursuant to RCW 84.55.120.

REVIEWED BY: City Manager; City Attorney; Finance Director.

ATTACHMENT 1

ORDINANCE NO. 21-2017

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF COVINGTON, KING COUNTY, WASHINGTON, SPECIFICALLY AUTHORIZING A PROPERTY TAX INCREASE IN TERMS OF BOTH DOLLARS AND PERCENTAGES, TO BE COLLECTED IN THE 2018 TAX YEAR, AS PURSUANT TO RCW 84.55.120.

WHEREAS, the city council of the City of Covington has met and considered its budget for the calendar year 2018; and

WHEREAS, the city’s actual levy amount from the 2017 was \$2,629,839; and

WHEREAS, the population of the city is more than 10,000;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF COVINGTON, KING COUNTY, WASHINGTON, DOES ORDAIN AS FOLLOWS:

Section 1. An increase in the 2017 regular property tax levy is hereby authorized for the property tax levy to be collected in the 2018 tax year. The dollar amount of the increase over the actual levy amount from 2017 shall be \$79,049, which is a percentage increase of 3.0% from 2017. The increase is in addition to revenue resulting from new construction, improvements to property, newly constructed wind turbines, any increase in the value of state assessed property, any annexations that have occurred, and refunds made.

Section 2. This ordinance shall be in full force and effect five (5) days after proper posting and publication. A summary of this ordinance may be published in lieu of publishing the ordinance in its entirety.

Section 3. If any provision of this ordinance, or ordinance modified by it, is determined to be invalid or unenforceable for any reason, the remaining provisions of this ordinance and ordinances and/or resolutions modified by it shall remain in full force and effect.

PASSED by the City of Covington City Council at a regular meeting thereof held on the 28th day of November, 2017, and signed in the authentication thereof.

Mayor Jeff Wagner

ATTESTED:

Sharon Scott, City Clerk

PUBLISHED: December 1, 2017

EFFECTIVE: December 6, 2017

APPROVED AS TO FORM ONLY:

Kathy Hardy, City Attorney

DISCUSSION OF FUTURE AGENDA ITEMS:

**5:40 p.m., Tuesday, December 12, 2017 – Special Meeting
Economic Development Council Interview**

**6:00 p.m., Tuesday, December 12, 2017 – Special Meeting
Joint Study Session with Arts Commission**

7:00 p.m., Tuesday, December 12, 2017 – Regular Meeting

(Draft Agendas Attached)



CITY OF COVINGTON
CITY COUNCIL SPECIAL MEETING AGENDA – 5:40 P.M. (Interview)
CITY COUNCIL SPECIAL MEETING AGENDA - JOINT STUDY SESSION WITH ARTS COMMISSION –
APPROXIMATELY 6:00 P.M.
Council Chambers – 16720 SE 271st Street, Suite 100, Covington
www.covingtonwa.gov

Council will interview an Economic Development Council applicant at 5:40 p.m.

Tuesday, December 12, 2017 – Approximately 6:00 p.m.

GENERAL INFORMATION:

The study session is an informal meeting involving discussion between and among the City Council, Commissioners, and city staff regarding policy issues. Study sessions may involve presentations, feedback, brainstorming, etc., regarding further work to be done by the staff on key policy matters.

CALL CITY COUNCIL JOINT STUDY SESSION TO ORDER

APPROVAL OF AGENDA

ITEM(S) FOR DISCUSSION

1. 2017 Accomplishments
2. Public Arts Policy – Rewrite update/recommendations
3. City Art Theme
4. Public Art Priority List Updates
5. Call to Artists – Art Wraps
6. Open Discussion

ADJOURN

Americans with Disabilities Act – reasonable accommodations provided upon request a minimum of 24 hours in advance (253-480-2400).

**Note* A Regular Council meeting will follow at approximately 7:00 p.m.*



CITY OF COVINGTON
CITY COUNCIL REGULAR MEETING AGENDA
www.covingtonwa.gov

Tuesday, December 12, 2017
7:00 p.m.

City Council Chambers
16720 SE 271st Street, Suite 100, Covington

Council will interview an Economic Development Council applicant at 5:40 p.m.

Note: A Joint Study Session with the Arts Commission is scheduled from 6:00 to 7:00 p.m.

CALL CITY COUNCIL REGULAR MEETING TO ORDER

ROLL CALL/PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

PUBLIC COMMUNICATION - NONE

PUBLIC COMMENT Speakers will state their name, address, and organization. Comments are directed to the City Council, not the audience or staff. Comments are not intended for conversation or debate and are limited to no more than four minutes per speaker. Speakers may request additional time on a future agenda as time allows. *

APPROVE CONSENT AGENDA

- C-1. Minutes: October 24, 2017 Special & Regular Meetings; November 14, 2017 Special & Regular Meetings; and November 28, 2017 Regular Meeting (Scott)
- C-2. Vouchers (Hendrickson)
- C-3. Consider Ordinance Adopting a 2017 Budget Amendment (Hendrickson)
- C-4. Adopt Ordinance Revising City Boundary to Include Full Width of SE 240th Street (Mueller)

PUBLIC HEARINGS

- 1. Receive Public Testimony and Resolution to Surplus Cedar Creek Park and Consider Sale of the Property to King County (Newton)

NEW BUSINESS

- 2. Consider Resolution Adopting CY2018 Operating and Capital Budget and Implement CY2018 Cost of Living Adjustment for City Employees (Hendrickson)
- 3. Review 2017 Summit Action Items (Bolli)

FUTURE AGENDA ITEMS

COUNCIL/STAFF COMMENTS

PUBLIC COMMENT *See Guidelines on Public Comments above in First Public Comment Section

EXECUTIVE SESSION

- To Review the Performance of a Public Employee Pursuant to RCW 42.30.110(1)(g).

ADJOURN

Americans with Disabilities Act – reasonable accommodations provided upon request a minimum of 24 hours in advance (253-480-2400).