

Covington: Unmatched quality of life
CITY OF COVINGTON
CITY COUNCIL SPECIAL & REGULAR MEETINGS AGENDA
www.covingtonwa.gov



Tuesday, September 10, 2013
7:00 p.m.

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

Council will interview Planning Commission applicants beginning at 6:20 p.m.

CALL CITY COUNCIL REGULAR MEETING TO ORDER – approximately 7:00 p.m.

ROLL CALL/PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

RECOGNITION OF 47TH DISTRICT LEGISLATORS

RECEPTION

PUBLIC COMMUNICATION

- Kohl's Appreciation Proclamation (Jen Kinsey)
- Mayor's Day of Concern for the Hungry Proclamation – September 28, 2013 (Lila Henderson, Maple Valley Food Bank)
- Briefing on *Coverage is Here King County* Program – Erika Nuerenberg, Health Care Reform Project Manager– 15 minutes

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: August 27, 2013 City Council Special & Regular Meeting Minutes (Scott)
- C-2. Vouchers (Hendrickson)

NEW BUSINESS

1. Consider Appointments to Planning Commission (Council)
2. Consider Clearing and Grading SEPA Amendments Ordinance (Lyons/Hart)
3. Discuss Parks and Recreation Priorities Advisory Committee (PRePAC) Charter (Thomas)
4. Consider Interlocal Agreement with Covington Water District for Project Management Services (Beaufre)
5. Covington Days Report (Slate)

COUNCIL/STAFF COMMENTS - Future Agenda Topics

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

EXECUTIVE SESSION

- Review the Performance of a Public Employee (RCW 42.30.110(1)(g))

ADJOURN

For disability accommodation contact the City of Covington at 253-480-2400 a minimum of 24 hours in advance. For TDD relay service, dial (800) 833-6384 and ask the operator to dial 253-480-2400.

Consent Agenda Item C-1

Covington City Council Meeting

Date: September 10, 2013

SUBJECT: APPROVAL OF MINUTES: AUGUST 27, 2013 CITY COUNCIL SPECIAL
AND 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 August 27, 2013 City Council Special and
Regular Meeting Minutes.**

**City of Covington
Special & Regular City Council Meeting Minutes
Tuesday, August 27, 2013**

(This meeting was recorded and will be retained for a period of six years from the date of the meeting).

INTERVIEWS– 5:20-6:20 P.M.:

The Council conducted interviews for openings on the Planning Commission. Applicants interviewed included Joseph Cimaomo, Jr.; Brian Lord, and Alex White.

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, August 27, 2013, at 7:05 p.m., with Mayor Harto presiding.

COUNCILMEMBERS PRESENT:

Margaret Harto, David Lucavish, Marlla Mhoon, and Jim Scott.

COUNCILMEMBERS ABSENT:

Mark Lanza, Wayne Snoey, and Jeff Wagner.

Council Action: Councilmember Scott moved and Councilmember Lucavish seconded to excuse Councilmembers Lanza and Snoey and Mayor Pro Tem Wagner. Vote: 4-0. Motion carried.

STAFF PRESENT:

Derek Matheson, City Manager; Noreen Beaufriere, Personnel Manager; Richard Hart, Community Development Director; Rob Hendrickson, Finance Director; Kevin Klason, Covington Police Chief; Karla Slate, Communications & Marketing Manager; Sara Springer, City Attorney; Scott Thomas, Parks & Recreation Director; Don Vondran, Interim Public Works Director; and Sharon Scott, City Clerk/Executive Assistant.

Mayor Harto opened the meeting with the Pledge of Allegiance.

APPROVAL OF AGENDA:

Council Action: Councilmember Mhoon moved and Councilmember Scott seconded to approve the Agenda. Vote: 4-0. Motion carried.

PUBLIC COMMUNICATION:

- Communications & Marketing Manager Karla Slate accepted the Saturday, September 14, 2013 Clean Covington Day Proclamation.
- Friends of the Covington Library President Mary Pritchard and Board member Barbara McPherson accepted the 20th Anniversary of the Friends of the Covington Library Proclamation.

PUBLIC COMMENT:

Mayor Harto called for public comments.

Mary Pritchard, 26103 197th Avenue SE, Covington, informed Council that she heard a report of a cougar sighting and asked if the city had received this report.

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

APPROVE CONSENT AGENDA:

- C-1. Minutes: July 9, 2013 City Council Special and Regular Meeting Minutes and July 23, 2013 City Council Regular Meeting Minutes.
- C-2. Vouchers: Vouchers #29770—29832, in the Amount of \$309,469.11, Dated July 22, 2013; Vouchers #29833-29902, in the Amount of \$348,144.77, Dated August 6, 2013; Vouchers #29903-29956, in the Amount of \$644,402.87; Paylocity Payroll Checks #1001451511-1001451525 and Paylocity Payroll Checks #1001451552-1001451552 Inclusive, Plus Employee Direct Deposits in the Amount of \$164,373.84, Dated August 2, 2013; and Paylocity Payroll Checks #1001491574-1001491589 Inclusive, Plus Employee Direct Deposits in the Amount of \$157,845.13, Dated August 16, 2013.
- C-3. Approve SCATBd Agreement.
- C-4. Approve Bonneville Power Administration/Soos Creek Water and Sewer District Covington Way Agreement.

Council Action: Councilmember Lucavish moved and Councilmember Mhoon seconded to approve the Consent Agenda. Vote: 4-0. Motion carried.

REPORTS OF COMMISSIONS:

Human Services Commission – August 8 meeting – no report.

Arts Commission – Chair Sandy Bisordi reported on the August 8 meeting.

Parks & Recreation Commission – Chair Steven Pand reported on the August 21 meeting.

Planning Commission – Chair Daniel Key reported on the August 15 meeting; August 1 meeting was canceled.

Economic Development Council – August 22 meeting – no report.

Mayor Harto recognized Daniel Key for his contributions to the city as he retires from the Planning Commission at the end of August after reaching the term limits allowed by the Planning Commission rules.

PUBLIC HEARING:

- 1. Public Testimony and Possible Action on Medical Marijuana Moratorium Extension.

Community Development Director Richard Hart gave the staff report on this item.

Councilmembers asked questions, and City Attorney Sara Springer provided responses.

Mayor Harto called for public comments for the public hearing.

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

ORDINANCE NO. 07-13

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF COVINGTON, WASHINGTON, TO EXTEND THE MORATORIUM ON THE ESTABLISHMENT, LOCATION, OPERATION, LICENSING, MAINTENANCE, OR CONTINUATION OF MEDICAL MARIJUANA DISPENSARIES, PRODUCTION FACILITIES, PROCESSING FACILITIES, COLLECTIVE GARDENS, AND RELATED BUSINESSES WITHIN THE CITY OF COVINGTON FOR SIX MONTHS; PROVIDING FOR A PUBLIC HEARING ON THE MORATORIUM; ADOPTING FINDINGS OF FACT SUPPORTING THE MORATORIUM ADOPTED BY ORDINANCE NOs. 08-11, 12-12, and 01-13; AND PROVIDING FOR SEVERABILITY.

Council Action: Councilmember Scott moved and Councilmember Mhoon seconded to adopt Ordinance No. 07-13 providing for a six-month moratorium on medical marijuana collective gardens, production and processing facilities, dispensaries, and related businesses. Vote: 4-0. Motion carried.

NEW BUSINESS:

2. Briefing on Zoning for Recreational Marijuana.

City Attorney Sara Springer gave the staff report on this item.

Councilmembers provided comments and asked questions, and Ms. Springer and Police Chief Kevin Klason provided responses.

3. Cleaning and Grading SEPA Amendments.

Community Development Director Richard Hart gave the staff report on this item.

Councilmembers provided comments and asked questions, and Principal Planner Salina Lyons and Development Review Engineer Nelson Ogren provided responses.

Council Action: There was Council consensus to continue this item to the September 10 meeting when the full Council would be in attendance.

4. Status Report on Hawk Property Subarea Plan.

Community Development Director Richard Hart gave the staff report on this item.

Councilmembers asked questions, and Mr. Hart provided responses.

5. Discuss Stormwater Pond Rehabilitation Projects.

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

Councilmembers provided comments and asked questions, and Mr. Vondran provided responses.

Council Action: There was Council consensus to give staff direction to move forward with the project as presented.

6. Second Quarter Financial Report.

Finance Director Rob Hendrickson provided the staff report on this item.

Councilmembers provided comments and asked questions, and Mr. Hendrickson provided responses.

COUNCIL/STAFF COMMENTS:

Councilmembers and staff discussed Future Agenda Topics and made comments.

Council concurred to direct staff to contact Sean Smith to reschedule his Planning Commission interview to Tuesday, September 10.

PUBLIC COMMENTS:

Mayor Harto called for public comments.

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

ADJOURNMENT:

There being no further business, the meeting was adjourned at 8:52 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: September 10, 2013

SUBJECT: APROVAL OF VOUCHERS.

RECOMMENDED BY: Rob Hendrickson, Finance Director

ATTACHMENT(S): Paylocity Payroll Checks #1001538787-1001538804 Inclusive, Plus Employee Direct Deposits in the Amount of \$157,550.60, Dated August 30, 2013.

PREPARED BY: Joan Michaud, Senior Deputy City Clerk

EXPLANATION: Not applicable.

ALTERNATIVES: Not applicable.

FISCAL IMPACT: Not applicable.

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

Councilmember _____ moves, Councilmember _____ seconds, to approve for payment Paylocity Payroll Checks #1001538787-1001538804 Inclusive, Plus Employee Direct Deposits in the Amount of \$157,550.60, Dated August 30, 2013.

August 30, 2013

City of Covington

Payroll Approval

- Request Council approval for payment of Payroll dated 08/30/13 consisting of:

PAYLOCITY CHECK # 1001538787 through PAYLOCITY CHECK # 1001538804 inclusive,
plus employee direct deposits

IN THE AMOUNT OF \$157,550.60

WE, THE UNDERSIGNED, DO HEREBY CERTIFY UNDER PENALTY OF PERJURY THAT THE MATERIALS HAVE BEEN FURNISHED, THE SERVICES RENDERED OR THE LABOR PERFORMED AS DESCRIBED HEREIN AND THAT THE CLAIMS ARE JUST, DUE AND UNPAID OBLIGATIONS AGAINST THE CITY OF COVINGTON, WASHINGTON, COUNTY OF KING, AND THAT WE ARE AUTHORIZED TO AUTHENTICATE AND CERTIFY SAID CLAIMS PER THE ATTACHED COUNCIL APPROVAL REPORT.

Robert M. Hendrickson
Finance Director

Mark Lanza
City Councilmember

Wayne Snoey
City Councilmember

Marlla Mhoon
City Councilmember

Council Meeting Date Approved: _____

08/30/13 Payroll Voucher

Payroll Checks for Account Paylocity Account

Check/Voucher	Check Type	Check Date	Employee Id	Employee Name	Net Amount
105836	Regular	8/30/2013	377	Bates, Krista	105.28
105837	Regular	8/30/2013	246	Kirshenbaum, Kathleen	867.97
105838	Regular	8/30/2013	243	Lyon, Valerie	1,515.02
105839	Regular	8/30/2013	278	Matheson, Derek M	4,605.62
105840	Regular	8/30/2013	234	Mhooon, Darren S	1,399.32
105841	Regular	8/30/2013	162	Michaud, Joan M	2,096.27
105842	Regular	8/30/2013	123	Scott, Sharon G	2,519.31
105843	Regular	8/30/2013	313	Slate, Karla J	2,410.13
105844	Regular	8/30/2013	275	Hart, Richard	3,857.53
105845	Regular	8/30/2013	368	Mueller, Ann M	1,291.23
105846	Regular	8/30/2013	180	Cles, Staci M	1,898.80
105847	Regular	8/30/2013	146	Hagen, Lindsay K	1,575.04
105848	Regular	8/30/2013	235	Hendrickson, Robert	3,657.53
105849	Regular	8/30/2013	105	Parker, Cassandra	2,664.02
105850	Regular	8/30/2013	323	Harto, Margaret	461.75
105851	Regular	8/30/2013	324	Lanza, Mark	391.69
105852	Regular	8/30/2013	326	Mhooon, Marlla	391.69
105853	Regular	8/30/2013	327	Scott, James A	415.57
105854	Regular	8/30/2013	329	Wagner, Jeffrey	415.57
105855	Regular	8/30/2013	374	Allen, Joshua C	1,999.61
105856	Regular	8/30/2013	353	Dalton, Jesse J	1,894.28
105857	Regular	8/30/2013	373	Fealy, William J	1,904.79
105858	Regular	8/30/2013	407	Gallagher, Michael J	530.80
105859	Regular	8/30/2013	301	Gaudette, John J	2,514.20
105860	Regular	8/30/2013	186	Junkin, Ross D	2,936.97
105861	Regular	8/30/2013	252	Wesley, Daniel A	2,219.89
105862	Regular	8/30/2013	268	Bykonen, Brian D	2,966.00
105863	Regular	8/30/2013	279	Christenson, Gregg R	2,754.02
105864	Regular	8/30/2013	270	Lyons, Salina K	2,428.14
105865	Regular	8/30/2013	269	Meyers, Robert L	3,274.09
105866	Regular	8/30/2013	284	Ogren, Nelson W	2,777.97
105867	Regular	8/30/2013	266	Thompson, Kelly	2,164.76
105868	Regular	8/30/2013	307	Morrissey, Mayson	2,794.52
105869	Regular	8/30/2013	199	Bahl, Rachel A	1,638.72
105870	Regular	8/30/2013	293	MacConaghy, Hailey	1,464.15
105871	Regular	8/30/2013	397	Martinsons, Jaquelyn	196.33
105872	Regular	8/30/2013	194	Newton, Ethan A	2,190.62
105873	Regular	8/30/2013	195	Patterson, Clifford	2,428.06
105874	Regular	8/30/2013	306	Thomas, Scott R	3,720.21
105875	Regular	8/30/2013	106	Bates, Shellie L	2,073.76
105876	Regular	8/30/2013	349	Buck, Shawn M	1,562.38
105877	Regular	8/30/2013	273	French, Fred	1,202.75
105878	Regular	8/30/2013	257	Parrish, Benjamin A	1,955.88
105879	Regular	8/30/2013	173	Vondran, Donald M	3,834.45
105880	Regular	8/30/2013	388	Andrews, Kaitlyn E	618.98
105881	Regular	8/30/2013	318	Archuleta, Alexander A	410.94
105882	Regular	8/30/2013	380	Cox, Cory R	319.86
105883	Regular	8/30/2013	420	Cox, Jillian E	250.61
105884	Regular	8/30/2013	258	Cox, Melissa	734.83
105885	Regular	8/30/2013	385	Cranstoun, Alexander M	619.92

105886 Regular	8/30/2013	366 Foxworthy, Rebecca	174.51
105887 Regular	8/30/2013	358 Gehring, John T	35.86
105888 Regular	8/30/2013	409 Hanger, Austin R.	111.03
105889 Regular	8/30/2013	417 Hendricks, Cole M	43.95
105890 Regular	8/30/2013	381 Hendricks, Dane G	278.38
105891 Regular	8/30/2013	359 Houghton, Cassandra L	140.22
105892 Regular	8/30/2013	382 Kim, Tabitha J	202.14
105893 Regular	8/30/2013	305 Kiselyov, Tatyana	372.93
105894 Regular	8/30/2013	410 Lanz, Avalon A.	285.47
105895 Regular	8/30/2013	416 Lipinski, Matthew	54.94
105896 Regular	8/30/2013	201 Loeppky, Janna	624.30
105897 Regular	8/30/2013	340 Middleton, Jordan	396.12
105898 Regular	8/30/2013	297 Mooney, Lynell	49.88
105899 Regular	8/30/2013	419 Niesner, Austin C	159.52
105900 Regular	8/30/2013	413 Perko, Alyssa M.	209.21
105901 Regular	8/30/2013	312 Perko, Roxanne H	312.80
105902 Regular	8/30/2013	383 Reese, Rachel E	331.43
105903 Regular	8/30/2013	363 Tran, Jenifer	520.34
105904 Regular	8/30/2013	414 Turnbull, Dane A.	283.75
105905 Regular	8/30/2013	384 von Michalofski, Kayla M	298.56
105906 Regular	8/30/2013	392 Wardrip, Spencer A	533.36
105907 Regular	8/30/2013	411 Wills, Erica M.	49.45
105908 Regular	8/30/2013	116 Beaufre, Noreen	2,866.28
105909 Regular	8/30/2013	137 Throm, Victoria J	1,983.07
1001538787 Regular	8/30/2013	364 Newell, Nancy J	83.11
1001538788 Regular	8/30/2013	325 Lucavish, David	415.57
1001538789 Regular	8/30/2013	328 Snoey, Wayne	189.19
1001538790 Regular	8/30/2013	405 Cruckshank, Michael S	968.35
1001538791 Regular	8/30/2013	408 Terwilligar, Jeremy A	1,016.18
1001538792 Regular	8/30/2013	421 Witherrite, F. Dean	1,091.91
1001538793 Regular	8/30/2013	378 Bell, Colin Q	584.46
1001538794 Regular	8/30/2013	403 Bowen, Joshua W	193.91
1001538795 Regular	8/30/2013	292 Carkeek, Lena	418.90
1001538796 Regular	8/30/2013	399 Jensen, Emily A	270.08
1001538797 Regular	8/30/2013	316 Johansen, Andrea	191.82
1001538798 Regular	8/30/2013	391 Mayes, Annika L	121.99
1001538799 Regular	8/30/2013	423 McCarthy, Joseph	30.23
1001538800 Regular	8/30/2013	400 Quintos, Edward Louie D	146.67
1001538801 Regular	8/30/2013	412 Reynolds, Shannon J.	126.92
1001538802 Regular	8/30/2013	415 Rinck, Tyler P	42.74
1001538803 Regular	8/30/2013	398 Vieira, Logan G	307.33
1001538804 Regular	8/30/2013	395 Wunschel, Ethan G.	365.87
Totals for Payroll Checks	92 Items		107,804.56

Third Party Checks for Account Paylocity Account

Check/Voucher	Check Type	Check Date	Employee Id	Employee Name	Net Amount
105910	AGENCY	8/30/2013	401SS	ICMA Retirement Trust	16,271.35
105911	AGENCY	8/30/2013	457Ex	Vantagepoint Transfer Agent-	379.42
105912	AGENCY	8/30/2013	IC401	ICMA Retirement Trust	13,209.18
105913	AGENCY	8/30/2013	IC457	ICMA Retirement Trust	240.00
Totals for Third Party		4 Items			30,099.95

Tax Liabilities	19,272.91
Paylocity Fees	373.18

Grand Total	\$ 157,550.60
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Agenda Item 1
Covington City Council Meeting
Date: September 10, 2013

SUBJECT: CONSIDER APPOINTMENTS TO OPENINGS ON THE PLANNING COMMISSION

RECOMMENDED BY: Richard Hart, Community Development Director

ATTACHMENTS: See Interview Schedule and Applications provided separately.

PREPARED BY: Joan Michaud, Senior Deputy City Clerk

EXPLANATION:

Planning Commission – Seven Members:

- Four positions open:
 - Three of the four open positions **must be** filled by applicants who reside inside of Covington city limits.
 - One of the four open positions **may** be filled by an applicant residing outside of Covington city limits (but within three-mile radius).

<u>Name of Applicant</u>	<u>Inside or Outside</u>
Gloria Foss (interviewed May 28)	Resides Outside Covington
Binoy Varughese (interviewed July 9)	Resides Inside Covington
Joseph Cimaomo, Jr. (interviewed August 27)	Resides Inside Covington
Brian Lord (interviewed August 27)	Resides Inside Covington
Alex White (interviewed August 27) (Planning Commission term expired 8/31/2013)	Resides Inside Covington
Sean Smith (interviewed September 10) (Planning Commission term expired 8/31/2013)	Resides Inside Covington
Bill Judd (interviewed September 10) (Planning Commission term expired 8/31/2013)	Resides Inside Covington

NOTE: Ordinance No. 25-01 “Membership in the Planning Commission shall be limited to residents within the City; provided, however, at any given time the commission may consist of a maximum of two members who reside outside the City, but within a three-mile radius of the City limits. No member shall serve longer than two consecutive terms.”

ALTERNATIVES:

Not appoint at this time and direct staff to continue to advertise for additional applicants to be considered for the open positions.

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

Councilmember _____ moves, Councilmember _____ seconds, to appoint _____ to fill a position on the Planning Commission for an applicant residing inside Covington city limits with a term expiring August 31, 2017.

Councilmember _____ moves, Councilmember _____ seconds, to appoint _____ to fill a position on the Planning Commission for an applicant residing inside Covington city limits with a term expiring August 31, 2017.

Councilmember _____ moved, Councilmember _____ seconds, to appoint _____ to fill a position on the Planning Commission for an applicant residing inside Covington city limits with a term expiring August 31, 2017.

Councilmember _____ moved, Councilmember _____ seconds, to appoint _____ to fill a position on the Planning Commission for an applicant residing inside or outside Covington city limits (within three-mile radius) with a term expiring August 31, 2017.

REVIEWED BY: Derek Matheson, City Manager
Richard Hart, Community Development Director
Sharon Scott, City Clerk/Executive Assistant

SUBJECT: AN ORDINANCE ADOPTING NEW CLEARING AND GRADING REGULATIONS AND AMENDMENTS TO STATE ENVIRONMENTAL POLICY ACT (SEPA) CATEGORICAL EXEMPTIONS.

RECOMMENDED BY: Richard Hart, Community Development Director

ATTACHMENT(S):

1. Proposed Ordinance creating Chapter 14.60 Clearing and Grading that establishes regulations for clearing and grading activities, amendments to CMC 16.10 SEPA categorical thresholds and associated amendments in Titles 14 and 18 of the City Code.

PREPARED BY: Salina Lyons, Principal Planner

EXPLANATION:

At the August 27, 2013 regular council meeting, staff provided an overview of the clearing and grading ordinance as provided in this blue sheet and answered questions from the Council regarding the regulations. The questions were fairly broad and focused on the exemption levels for residential landscaping, coordination with the stormwater regulations, and an overview of past practices and issues that have resulted on development sites.

Clearing and Grading Ordinance Overview:

Since incorporation, the city has not adopted its own clearing and grading code, and instead has utilized clearing and grading codes from Appendix J of the International Building Code and sections left over from King County, which mostly address mineral extraction. As development within the city has progressed and more is occurring on infill lots and lots with critical areas, there is a heightened need for more specific codes for clearing and grading activities in Covington.

Staff experience with local builders suggests that when faced with varying site grades, the builder will attempt to create flat lots by constructing walls and/or importing or exporting potentially hundreds of cubic yards of soil. This type of work can cause significant problems with respect to permitting, inspection, and construction. After construction is complete, problems typically arise in the form of steep driveways, drainage, aesthetic complaints, severe grade changes between lots, property disputes, and other conflicts particularly at the property line.

The city has also experienced an increase in code enforcement actions regarding the import of fill material and the construction of retaining walls and rockeries without obtaining permits. Current city policy requires a permit for the import or export of 50 cubic yards (cy) of fill or more; however, this policy is not codified. This makes it challenging for city staff to provide direction to property owners regarding permitting regulations and for the code enforcement

officer to address illegal grading activities. As a point of reference, the amount of soil in 10 cy is equivalent to one full dump truck.

The attached clearing and grading ordinance is intended to codifying the current policy that import or export of 50 cy will require a permit, require that final lot grading be considered at the time of preliminary review, and that walls and rockeries be identified and built with plat construction and not with each individual home construction. This will reduce the conflicts that come with creating curb appeal and the building of rock walls that impede stormwater flows, create property line disputes, and negatively impact surrounding property.

SEPA Categorical Exemptions Overview:

The new SEPA Categorical Exemption became effective July 10, 2012, pursuant to WAC 197-11-800, which allows cities planning under the Growth Management Act to adopt higher SEPA categorical thresholds. Currently, Covington uses the lower level thresholds for environmental review exemption provided by the previous law. After review of other adjacent cities that have taken action based on the new regulations, the following categorical exemption thresholds are proposed:

1. Increase the flexible threshold for Single Family Residential (SFR) dwelling units (du) from 4 to 9. It is staff's experience that a difference between 9 du and 4 du does not increase the level of development to a range that makes the cumulative impacts greater. Also, staff intends to evaluate the option to increase the short plat process from 4 units to 9 units. In the interim, increasing the SEPA threshold will provide some relief for medium size residential developments.
2. Implement a flexible threshold for multifamily residential units and limit the applicability to the Mixed Housing Office (MHO), Mixed Commercial (MC), and General Commercial (GC) zones in the downtown zoning districts and the R-18 multifamily zone. Implementing a flexible threshold for multifamily may serve as another tool or incentive to spur redevelopment and infill in these zoning areas.
3. Increase the flexible threshold for landfill and excavation (clearing and grading) from 200 cy to a tiered system. SEPA review would be required for clearing and grading over 500 cy, unless the site contains a critical area or shoreline then the threshold is 250 cy. The city has three major stream corridors and associated shorelines and wetland that are valued by the citizens and the tiered approach provides an additional level of assurance and protection in these critical areas.

Other Associated Amendments

Various sections of the CMC will need to be amended to address the new clearing and grading ordinance and amended SEPA categorical thresholds.

ALTERNATIVES:

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

FISCAL IMPACT:

No direct fiscal impacts are anticipated from the adoption of clearing and grading ordinance and SEPA categorical threshold levels.

CITY COUNCIL ACTION: Ordinance Resolution Motion Other

Council member _____ moves, Council member _____ seconds, to adopt an ordinance creating Chapter 14.60 Clearing and Grading that establishes regulations for clearing and grading activities, amendments to CMC 16.10 SEPA categorical thresholds and associated amendments in Titles 14 and 18 of the City Code.

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

ORDINANCE NO. 08-13

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF COVINGTON, KING COUNTY, WASHINGTON ADOPTING A NEW CHAPTER 14.60 OF THE COVINGTON MUNICIPAL CODE (CMC) ESTABLISHING CLEARING AND GRADING REGULATIONS, ESTABLISHING NEW STATE ENVIRONMENTAL POLICY ACT (SEPA) CATEGORICAL THRESHOLDS IN CHAPTER 16.10, AND AMENDING CMC CHAPTERS 13.37, 14.30, 14.35, 14.105, 18.20, 18.55, AND 18.60 RELATED TO THE CLEARING AND GRADING REGULATIONS.

WHEREAS, the City of Covington has determined that clearing and grading regulations are needed to better protect the public from adverse impacts due to grading activities and to produce a better end product for developing property; and

WHEREAS, the Washington Administrative Code (WAC) 197-11-800 allows cities, towns, or counties to raise the threshold determination and EIS requirements exemptions level specified in the section, including landfill or excavation, by implementing an ordinance; and

WHEREAS, the Covington Planning Commission held a duly noticed public hearing during their regular meeting on August 15, 2013, wherein no members of the public provided written comments on the proposed clearing and grading regulations or spoke at the Planning Commission public hearing or during the regular meeting; and

WHEREAS, the Covington Planning Commission, during their regular meeting on August 15, 2013, reviewed the draft ordinance provided by staff based on the Commission's direction and voted to recommend approval of the new clearing and grading regulations and associated amendments to the City Council.

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

Section 1. Adopting New Chapter 14.60 of the CMC. A new Chapter 14.60 of the Covington Municipal Code is hereby adopted in the form as set forth in the attached Exhibit A, fully incorporated herein by this reference.

Section 2. Establishing New State Environmental Policy Act (SEPA) Categorical Exemptions. New SEPA categorical thresholds are hereby adopted in the form as set forth in the attached Exhibit A, fully incorporated herein by this reference.

Section 3. Adopting Amended CMC Chapters. The associated amendments in Chapters 13.37, 14.30, 14.35, 14.105, 18.20, 18.55, and 18.60 of the Covington Municipal Code regulating to the clearing and grading regulations are hereby adopted in the form as set forth in the attached Exhibit A.

Section 4. This ordinance shall be in full force and effect five days after proper posting and publication. A summary of this ordinance may be published in lieu of publishing the ordinance in its entirety.

Section 5. 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 force and effect.

Passed by the City Council on the 10th day of September 2013.

Mayor Margaret Harto

PUBLISHED: September 13, 2013

EFFECTIVE: September 18, 2013

ATTESTED:

Sharon Scott, City Clerk

APPROVED AS TO FORM:

Sara Springer, City Attorney

Chapter 14.60 CLEARING AND GRADING REGULATIONS

Sections:

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- 14.60.020 Definitions.
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- 14.60.130 Grading – Land development projects.
- 14.60.135 Grading – Individual lots.
- 14.60.140 Drainage.
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- 14.60.170 Rock and retaining walls.
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14.60.010 Purpose.

(1) This chapter is intended to regulate clearing, grading and earthwork construction, including cuts and fills, within the city of Covington, in order to protect public health, safety, welfare, and aesthetics by:

- (a) Preventing damage to property and harm to persons caused by excavations and fills;
- (b) Minimizing adverse stormwater impacts generated by the removal of vegetation and alteration of landforms;
- (c) Protecting water quality from the adverse impacts associated with erosion and sedimentation;
- (d) Minimizing the height, steepness, and number of graded slopes;
- (e) Minimizing the amount of grading after a property is developed and prepared for building construction;

- (f) Minimizing the height and number of rock and retaining walls;
- (g) Protecting critical areas and associated buffers from adverse clearing and grading activities;
- (h) Minimizing aquatic and terrestrial wildlife habitat loss caused by the removal of vegetation;
- (i) Establishing minimum access requirements to and around buildings for safety, security, maintenance, and general use and enjoyment of property;
- (j) . Establishing administrative procedures for the issuance of permits, approval of plans, and inspection of clearing and grading operations; and
- (k) Providing enforcement and penalties for the violation of this chapter.

(2) This chapter establishes the administrative procedure for issuance of permits, provides for approval of plans and inspection of clearing and grading operations, and provides for enforcement and penalties for the violation of this chapter. (Ord. 2013-ZZZ § 2).

14.60.020 Definitions.

Certain words and phrases used in this chapter, unless otherwise clearly indicated by their context, mean as follows: Unless otherwise defined in this chapter the definitions provided in Chapter 18.20 CMC shall be applicable.

(1) “Bench” is a relatively level step excavated or constructed into earth material on which fill is to be placed.

(2) “Best management practices (BMPs)” mean the best available and reasonable physical, structural, managerial, or behavioral activities that, when used singly, or in combination, eliminate or reduce the contamination of surface and/or ground waters.

(3) “Borrow” means earth material acquired from an off-site location for use in grading on a site.

(4) “Clearing and grading permit” means the written permission of the director to the applicant to proceed with the act of clearing and grading within the provisions of this chapter. The clearing and grading permit includes the associated approved plans and any conditions of approval as well as the permit form itself.

(5) “Compaction” is the densification of a fill by mechanical means.

(6) “Earth material” is any rock, natural soil or fill, or any combination thereof.

(7) “Excavation” is the removal of earth material. The term “cut” can also be used to describe excavation.

(8) “Fill” is a deposit of earth material placed by mechanical or other means.

(9) “Infrastructure improvements” means streets, drainage facilities, utilities, and associated appurtenances typically constructed as part of a development project for the purposes of serving the development.

(10) “Key” means a compacted fill placed in a trench excavated in earth material beneath the toe of a slope.

(11) “Modular block wall” means a wall constructed of manufactured modular wall units acting as a protective facing for an exposed soil face or as a gravity retaining wall.

(12) “Reinforced fill” or “reinforced soil” means soil fill designed by a geotechnical engineer which includes reinforcement consisting of metal or synthetic materials in bars, trips, grids, or sheets.

(13) “Retaining wall” means a wall designed to resist the lateral displacement of soil or other materials.

(14) “Rockery” or “rock wall” means one or more courses of large rocks stacked near vertical in front of an exposed soil face to protect the soil face from erosion and sloughing. A rockery or rock wall is not a retaining wall.

(15) “Site restoration” is the permanent restoration of lands modified under the provisions of this code, typically in the form of the establishment of vegetation and drainage facilities to control the rate and erosive force of stormwater runoff.

(16) “Terrace” is a relatively level step excavated or constructed in the face of a graded slope surface for drainage and maintenance purposes.

14.60.030 Applicability.

The provisions of this chapter shall apply to any person developing, altering, clearing, or grading land, or constructing buildings in the city of Covington.

14.60.040 Related codes and regulations.

(1) The requirements of this chapter are in addition to other city codes, standards, and regulations. Where conflicts exist between the provisions of this chapter and other codes and standards, the most restrictive shall apply.

(2) The applicant shall comply with this chapter, the City of Covington Design and Construction Standards, as adopted in Chapter 12.60 CMC, Appendix J of the International Building Code, as adopted in Chapter 15.05 CMC, Surface and Stormwater , as adopted in Chapter 13.25 CMC, Title 14, Title 18, and equivalent standards approved by the director.

(3) Requirements administered by other state and local agencies may also apply. The responsibility for determining the existence and application of other agency requirements rests solely with the applicant.

14.60.050 Administration.

(1) The director is authorized to develop and adopt administrative rules and procedures for the purposes of implementing and enforcing the provisions of this chapter.

(a) If clearing and grading, inconsistent with the purposes and requirements of this chapter, has occurred on a site, the city shall not accept or grant any development permits or approvals for the site unless the applicant adequately restores the site.

(2) The director may impose conditions on permit approval as needed to mitigate identified project impacts and shall deny permit applications that are inconsistent with the provisions of this chapter.

(3) As a condition of any permit issued for activity covered by this chapter, the property owner shall be required to consent to entry upon the land by the director or his/her designee at all reasonable times to inspect the same or to perform any duty imposed upon the director by this chapter. If the land is occupied, the director shall first present proper credentials and request entry. If the land is unoccupied, a reasonable effort shall be made to locate the owner or other persons at the site who are in apparent charge or control of the land and demand entry. If no person is located, the director may enter said property and shall, with due diligence, make attempts to notify the owner, occupant, or other person having charge within a reasonable amount of time of the entry.

(4) Where the director has reasonable grounds to believe that activities for which a permit is required by this chapter are being conducted without a permit on land within the city, the director or his/her designee, may seek to inspect the land and such activity. If the land is occupied, the director shall first present proper credentials and request entry for inspection. If the land is unoccupied, a reasonable effort shall be made to locate the owner or other persons at the site who are in apparent charge or control of the land and request entry for inspection. If no person is located, or if entry is refused, the director may request the assistance of the city attorney, city prosecutor, or police department regarding access.

14.60.060 Hazards.

The director has the authority to determine whether an existing site, as a result of clearing, grading, excavation, filling, or other similar activity, has become a hazard which may endanger property or adversely affect the safety, use, or stability of a public way or drainage channel.

14.60.070 Design Variances and Deviations

(1) A design deviation is a type 1 decision and a design variance is a type 2 decision, as established by CMC 14.30.040. Applicants requesting a variance from the requirements of this chapter shall provide justification for the variance in accordance with Chapter 18.125. Applicants requesting a deviation from the requirements of this chapter shall provide justification in accordance with the process outlined in the city’s Design and Construction Standards, adopted in Chapter 12.60 CMC. The director, city engineer, and/or their designee, may impose conditions upon the granting of any clearing and grading design deviations or design variance.

(2) Applications for variances shall require payment of all application fees to cover the cost of the review. Such fees are set forth in the current fee resolution.

14.60.075 Clearing and Grading Fee

(1) Fees shall be collected to compensate the Department for the investigation, permit administration, plan review, and ongoing monitoring/inspection of grading and clearing permit applications consistent with the grading and/or clearing fees set forth in the current fee resolution.

(2) Fee Reductions. Grading permit fees for projects entirely completed within one year or for permits reviewed in conjunction with other land use permits may qualify for a fee reduction. The reduction is set forth in the current fee resolution.

(3) Work without a Permit. Whenever any work for which a grading or clearing permit is required by this chapter has been commenced without first obtaining a valid permit, the city may double the clearing and grading fee as set forth in the grading permit fee tables in the current fee resolution. This fee increase may be imposed in addition to any other enforcement procedures pursuant to this chapter.

(4) Additional Review Fees. In addition to the grading and clearing permit fees set forth in this section, other fees required by the Covington Municipal Code may be applicable to individual grading permit applications. Such fees include, but are not limited to, shoreline management, SEPA, and critical areas review fees.

14.60.080 Clearing and grading permit required.

(1) A clearing and grading permit is required for all clearing and grading activities, unless the activity is exempt as follows:

(a) An on-site excavation for basements and footings of a building, retaining wall, or other structure authorized by a valid building permit. This shall not exempt any fill made with the material from such excavation;

(b) Routine landscape maintenance or installation of landscaping improvements involving not more than 50 cubic yards in total of excavation and fill on a single parcel of property within a 12-month period; provided, that topsoil up to a depth of six inches, regardless of quantity, may be placed on single-family residential properties without requiring a permit, provided this activity is not conducted within a critical area or associated buffer;

(c) Maintenance of existing driveways or private access roads within their existing road prisms;

(d) Any clearing or grading within a publicly owned road right-of-way or easement, for which a right-of-way use permit has been granted by the city;

(e) Clearing or grading by a public agency for the following routine maintenance activities:

(i) Routine clearing within road right-of-way,

(ii) Pavement maintenance,

(iii) Normal grading of gravel shoulders,

(iv) Roadside ditch cleaning,

(v) Maintenance of culverts,

(vi) Maintenance of flood control or other approved surface water management facilities,
and

(vii) Normal and routine maintenance of parks and trails;

(f) Cemetery graves;

(g) Excavation or fill less than three feet in vertical depth not involving more than 50 cubic yards of earth or other material on a single site;

(h) Clearing associated with tree and vegetation removal as exempt in CMC 14.45.050. C ;

(i) Clearing or grading activities for the purposes of gathering information required by the city for application of a development proposal, such as:

(i) Hand clearing of vegetation for surveying,

(ii) Minimal clearing and grading as required to perform geotechnical exploration to characterize geologic formations and soils, and

(iii) Minimal clearing and grading to install erosion and sedimentation control devices in accordance with an approved temporary erosion and sedimentation plan;

(iv) Removal of trees outside of critical areas; provided that trees to be removed are not located in an area designated to be preserved as part of an approved tree retention plan in general accordance with CMC 18.45.080; and, provided that a forest practices application is not required by the Washington State Department of Natural Resources.

(2) All clearing and grading within critical areas and their associated buffers shall conform to the provisions of this chapter and Chapter 18.65 CMC.

(3) A clearing and grading permit may be issued as a component of a building permit, or other permit, rather than as a separate permit. The director may require that single-family building permits and clearing and grading permits be combined.

(4) All clearing and grading activities within the city, regardless of whether a permit is required, shall meet the performance and restoration requirements of this chapter and shall include the use of best management practices to reduce erosion and protect water and air quality.

14.60.100 Permit requirements.

(1) Applications shall be on forms prescribed by the director and shall include such information as deemed necessary by the director to establish compliance with this section. A complete application shall include requirements as outlined in CMC 14.35.020 and this section, unless otherwise approved by the director and as shown on the application form.

(a) A complete application on a form supplied by the department;

(b) Payment of any application fee set forth in the current fee resolution;

(c) Describe the work to be covered by the permit for which application is made;

(d) Indicate the estimated quantities of work involved (disturbed area in acres and cut and fill quantities in cubic yards);

(e) Be signed by the property owner or his/her authorized agent who shall be required to submit evidence to indicate such authority;

(f) Complete bond quantity worksheet, associated financial guarantees, and liability insurance as set forth in CMC 14.105.150 and CMC 14.105.170; and

(g) Other information as may be required by the director.

(2) Each application for a grading permit shall be accompanied by plans and specifications and other supporting data, as applicable. The plans and specifications shall be prepared and signed by a civil engineer registered to practice in the state of Washington. Plans and specifications for single-family residential construction shall not require preparation by a licensed engineer unless deemed necessary by the city engineer.

(3) Plans shall be prepared in general accordance with Chapter 10 of the city's Design and Construction Standards.

(a) Tree retention plan shall be prepared in accordance with CMC 18.45.080;

(b) A soils report shall be prepared by a licensed soils or geotechnical engineer and shall cover all portions of the project within the engineer's expertise, including site history; geologic structures; surface conditions; subsurface conditions; recommendations for foundation support, site preparation, structural fill, slope stability, and mitigation; design parameters for retaining structures and structure backfill, surface and subsurface drainage, dewatering, excavation conditions, and hazards; seismic conditions, erosion, and sedimentation hazards and controls; use of on-site materials for structural fill and backfill; and pavement design. The soils or geotechnical engineer shall be retained as the engineer-of-record for the duration of the project; and

(c) If the clearing or grading is proposed to take place in or adjacent to a critical area as regulated in CMC 18.65, provide information as required by that chapter.

(4) Issuing Clearing and Grading Permits.

(a) After an application has been filed and reviewed, the director shall determine that the clearing and grading work complies with the other provisions of the municipal code or request that the application be corrected or amended to comply with this chapter.

(b) In granting a clearing and grading permit, the director may require measures to mitigate the impacts of the clearing and grading work.

(c) No clearing and grading permit shall be issued until approved by federal, state, and local agencies having jurisdiction by laws or regulations pertaining to the proposed work.

(d) Upon approval of the application and issuance of the clearing and grading permit, no work shall be done that is not provided for in the permit.

(e) The clearing and grading permits from the director shall be required regardless of any other permits issued by any other department or governmental agency who may be interested in certain aspects of the proposed work.

14.60.110 Expiration of permits and applications.

(1) An application for a clearing and grading permit may be cancelled for inactivity if an applicant fails, without reasonable justification, to respond to the department's written request for revisions or corrections within 60 days of receipt of such request. The director may extend the response period beyond 60 days if the applicant provides and adheres to a reasonable schedule for submitting the full revisions.

(2) Clearing and grading permits expire as follows:

(a) If a building permit is issued for the same site, the clearing and grading permit shall automatically expire or be extended when the building permit expires or is extended;

(b) If a building permit is not issued for the same site, the clearing and grading permit shall expire as follows:

(i) The permit shall expire if the authorized work has not begun within 180 days from the date of permit issuance, or if work is abandoned for over 60 consecutive days, unless an extension has been granted. The applicant shall be responsible for notifying the director, in writing, if delays or unforeseen circumstances are impacting the start or continuation of the work.

(ii) If the authorized work is continually performed, the permit shall expire one year from the date of issuance, unless a different time frame is specified on the permit or an extension is granted. Up to two one-year extensions may be granted by the director; provided that conditions which were relevant to issuance of the permit have not changed substantially and no material detriment to the public welfare will result from the extension. The applicant shall be responsible for notifying the director, in writing, if delays or unforeseen circumstances are impacting the completion of the work. An extension may be granted by the director; provided the applicant provides the following:

(A) A written request and applicable fee. The request should be submitted no later than 60 days prior to expiration of the permit;

(B) The applicant's project engineer submits a signed statement certifying that they have reviewed the current physical conditions of the site and such conditions have not changed to a degree as to require a revision to the design of the site in order to remain consistent with the applicable standards and requirements which were in effect at the time of the original permit approval and the associated land use approval.

(3) When a permit is ready to be issued, the applicant shall be notified and must pick up the permit within 60 days of notification. If the permit is not picked up, it may be canceled by the director and become null and void. If the permit is canceled, the director shall notify the applicant by mail.

14.60.120 Operating conditions and standards of performance.

All clearing and grading activities in the city shall conform to the city's adopted regulations as set forth in the municipal code and the provisions of this section as follows:

(1) All standards under this chapter shall be consistent with the city's adopted storm water and reference manuals adopted in CMC 13.25.020, herein referred to as the "city's stormwater manual".

(2) The site shall be operated and maintained in a neat and orderly manner, free from junk, trash, or unnecessary debris.

(3) Prior to the start of clearing and grading operations, the applicant shall identify all proposed haul routes and access points to the site for review and approval by the city.

(4) The applicant must properly handle and dispose of other pollutants that are on-site during construction so as to avoid possible health risks or environmental contamination. Direct and indirect discharge of pollutants to the drainage system, critical areas, wetlands, streams, or any other adjacent properties is prohibited. Storage of fuel or other hazardous substances on-site is prohibited.

(a) All pollutants, including waste materials and demolition debris, that occur on site shall be handled and disposed of in a manner that does not cause contamination of stormwater.

(b) Cover, containment, and protection from vandalism shall be provided for all chemicals, liquid products, petroleum products, and other materials that have the potential to pose a threat to human health or the environment. On-site fueling tanks shall include secondary containment.

(c) Maintenance, fueling, and repair of heavy equipment and vehicles shall be conducted using spill prevention and control measures. Contaminated surfaces shall be cleaned immediately following any spill incident.

(d) Wheel wash or tire bath wastewater shall be discharged to a separate on-site treatment system or to the sanitary sewer with local sewer district approval pursuant to state Department of Ecology standards, unless modified by the director.

(e) Application of fertilizers and pesticides shall be conducted in a manner and at application rates that will not result in loss of chemical to stormwater runoff. Manufacturers' label requirements for application rates and procedures shall be followed.

(f) Best management practices shall be used to prevent or treat contamination of stormwater runoff by pH modifying sources. These sources include, but are not limited to: bulk cement, cement kiln dust, fly ash, new concrete washing and curing waters, waste streams generated from concrete grinding and sawing, exposed aggregate processes, dewatering

concrete vaults, concrete pumping and mixer washout waters. Construction site operators shall adjust the pH of stormwater if necessary to prevent violations of water quality standards.

(g) Construction sites with significant concrete work shall adjust the pH of stormwater if necessary to prevent violations of water quality standards. Construction site operators shall obtain written approval from the state Department of Ecology prior to using chemical treatment other than CO₂ or dry ice to adjust pH.

(5) The applicant shall be responsible that the requirements found either in the city's stormwater manual or outlined below are met for the following:

- (a) Site containment;
- (b) Installing sediment controls;
- (c) Stabilizing disturbed areas;
- (d) Stabilizing channels and outlets.

(6) Land disturbance activities shall not result in off-site physical damage, nor pose a danger or hazard to life or property. Such activities shall neither contribute to nor create landslides, accelerated soil creep, or settlement of soils.

(7) Dewatering Devices.

(a) Foundation, vault, and trench dewatering water that has similar characteristics to stormwater runoff at the site shall be discharged into a controlled conveyance system prior to discharge to a sediment pond. Channels must be stabilized according to the standards in the city's stormwater manual.

(b) Clean, nonturbid dewatering water, such as well-point groundwater, can be discharged to systems tributary to state surface waters provided the dewatering flow does not cause erosion or flooding of receiving waters. These clean waters should not be routed through stormwater sediment ponds.

(c) Highly turbid or contaminated dewatering water shall be handled separately from stormwater.

(d) Other disposal options, depending on site constraints, may include:

(i) Infiltration.

(ii) Transport off site in a vehicle, such as a vacuum flush truck, for legal disposal in a manner that does not pollute state waters.

(iii) On-site treatment using chemical treatment or other suitable treatment technologies.

(iv) Sanitary sewer discharge with local sewer district approval.

(v) Use of a sedimentation bag with outfall to a ditch or swale for small volumes of localized dewatering.

(8) Site-Specific Requirements. Additional site-specific requirements may be established after a site visit by the city. These requirements shall be based on specific site conditions and are limited to additional temporary erosion and sedimentation control and the mitigation of hazardous or potentially hazardous conditions that pose a threat off-site or habitat preservation.

14.60.130 Grading – Land development projects.

(1) For all land development projects such as subdivisions, short subdivisions, and commercial site developments, the applicant shall, after being issued the proper permits, clear and grade the property and install infrastructure improvements. Final grades of lots shall be prepared in accordance with the provisions of this chapter. Individual lots shall be cleared and graded in accordance with CMC 14.60.135.

(2) Individual lots within a land development project shall be cleared and graded as part of the overall project's mass grading and construction of infrastructure. The individual lots shall be graded to accept the expected buildings and driveways. All lots shall be designed and constructed with due regard to the natural topography.

(a) Walls and slopes proposed as a means of grade separation between lots shall be constructed as part of the mass grading phase of the project and shall be constructed entirely on the downhill lot.

(b) If lots are expected to be constructed for a daylight basement type building, the lot shall be prepared as near as possible for such a building by grading a terrace at some distance from the street. The excess material from the terrace shall be hauled off-site or utilized as fill, if suitable elsewhere on the project.

14.60.135 Grading – Individual lots.

Individual lots may be cleared and graded with the following restrictions:

(1) Excavation and fill will be allowed up to maximum depth of three feet, excluding the excavation required for the building foundations.

(2) Grading across property boundaries will only be allowed if a separate clearing and grading permit is issued for the grading activity for all affected lots.

(3) Any grading of the property and individual lots shall generally conform to the natural topography of the property and adjacent properties and all provisions of this chapter.

(4) All building lots shall be graded and prepared such that all roof, yard, wall, slope, driveway, and footing drains can be connected directly by gravity to the project's drainage system. Discharge to an alternate location may be allowed only with prior approval of the city engineer and appropriate easements from affected downstream property owners.

14.60.140 Drainage.

Clearing and grading operations shall take all necessary precautions, through the use of best management practices (BMPs), to control drainage within the site and off-site to avoid damage to adjoining properties and drainage facilities and prevent impacts to water quality as outlined in the city's stormwater manual and Design and Construction Standards.

14.60.150 Slopes.

Slopes shall be constructed with due regard for drainage, access, maintenance, impacts to adjacent property, and aesthetics. Constructed slopes shall comply with all applicable codes and standards and the following criteria.

(1) Fill slopes shall be constructed no steeper than three horizontal to one vertical. Cut slopes may be constructed at a maximum slope of two horizontal to one vertical upon approval of the director and recommendation of a geotechnical engineer for those areas lying outside the building envelope. In addition, the following standards shall apply to cut and fill slopes:

(a) Minimize clearing and grading on slopes 15 percent or greater. Clearing and grading on slopes shall meet any applicable critical areas standards set forth in CMC 18.65.

(b) Slopes shall comply with the land use code restrictions applicable to slopes 40 percent or greater and to areas of colluvial or landslide deposit on slopes of 15 percent or greater.

(c) Do no clearing, excavation, stockpiling, or filling on the potential slide block of an unstable or potentially unstable slope unless it is demonstrated to the director's satisfaction that the activity would not increase the load, drainage, or erosion on the slope.

(d) Do no clearing, excavation, stockpiling, or filling on any unstable or potentially unstable areas (such as landslide deposits) unless it is demonstrated to the director's satisfaction that the activity would not increase the risk of damage to adjacent property or natural resources or injury to persons.

(e) Intercept any groundwater or surface water drainage encountered on a cut slope and discharge it at a location approved by the director. Off-site stormwater (run-on) or groundwater shall be diverted away from slopes and undisturbed areas with interceptor dikes,

pipes and/or swales. Off-site stormwater should be managed separately from stormwater generated on the site.

(f) Excavated material shall be placed on the uphill side of trenches, consistent with safety and space considerations.

(g) Check dams shall be placed at regular intervals within constructed channels.

(h) At the top of slopes, collect drainage in adequate pipe slope drains or armored channels to prevent erosion.

(2) Existing slopes shall not be over-steepened beyond the criteria in subsection (1) of this section by placing fill or by constructing a fill wall near the top of the slope.

(3) If building sites are prepared by constructing slopes near the property boundary, the slope shall be constructed in accordance with CMC 14.60.135.

(4) Drainage at the top and toe of any slope shall be appropriately collected and discharged.

(a) The ground surface above a slope shall be graded to direct surface runoff to an appropriate collection point. Water shall not be allowed to discharge over the top of a slope.

(b) Slopes shall not be constructed in a location or manner in which surface runoff and debris are permitted to drain onto an adjacent property.

(c) Slopes shall be designed and protected to minimize erosion.

(d) Terraces at least 10 feet in width shall be sloped away from the face of a slope and shall be established at not more than 25-foot vertical intervals to control surface drainage and debris. Swales or ditches on terraces shall have a maximum gradient of five percent.

(e) The tops and the toes of cut and fill slopes shall be set back from property boundaries as far as necessary as determined by a geotechnical engineer for safety of the adjacent properties and to prevent damage resulting from water runoff or erosion. The tops and toes of cut and fill slopes shall be set back from structures as far as is necessary as determined by a geotechnical engineer for adequacy of foundation support and to prevent damage as a result of water runoff or erosion.

14.60.160 Fill.

All fill material shall be inspected and approved by the geotechnical engineer prior to the material arriving on-site. All imported fill material received from other than a commercial borrow site shall be accompanied by a clean soil questionnaire stating that the material is free of hazardous wastes. Recycled concrete shall not be used.

(1) Preparation of Ground. The ground surface shall be prepared to receive fill by removing vegetation and unsuitable soil and material such as concrete rubble, topsoil, tree stumps, and brush. Where slopes receiving fill are steeper than five horizontal to one vertical, the fill material shall be benched into sound bedrock.

(2) Fill Material. Only earth materials which have no rock or similar irreducible material with a maximum dimension greater than 12 inches shall be used. All on-site materials used as fill on the site shall conform to the specifications identified in the approved soils report.

(3) Compaction. All fill material shall be compacted to a firm and unyielding condition to a density of 95 percent of maximum density per ASTM D-1557, modified proctor.

14.60.170 Rock and retaining walls.

Walls shall be designed and constructed with due regard for drainage, access, maintenance, impacts to adjacent property, and aesthetics. All walls shall be constructed in accordance with all applicable codes and standards and the following criteria:

(1) Rock walls may be used for erosion protection of cut or fill slopes. The primary function of a rock wall is to protect the slope face from soil erosion and sloughing.

(2) Any wall supporting a surcharge or an exposed wall height of greater than three feet shall require a separate building permit.

(3) All walls shall be provided with a wall drainage system. The wall drainage system shall discharge at an appropriate location:

(a) Wall drains shall be connected to the storm drainage stub provided for the lot, if possible.

(b) Wall drains shall not discharge onto an adjacent downhill property, unless downhill property is a vegetated area that has been set aside as permanent open space or critical area, with approval from the city.

(c) Wall drains shall not discharge onto a steep slope or area susceptible to erosion.

(d) The area above the wall shall be graded to channel water in a direction parallel to the face of the wall until the water can be collected in a pipe or drain, or discharged at an appropriate location.

(4) All walls parallel to a building shall be setback from the building a minimum of five feet. This setback applies to the horizontal space between the wall and the building as measured from the front face of a wall or the cut slope for a wall and the face of the building.

(5) Within the building setback, walls shall not exceed 30 inches in height as measured from the ground surface to the top of the wall.

(6) Walls existing at the time of the ordinance codified in this chapter, if constructed under a valid permit, may be repaired or replaced to their original height.

(7) Walls shall not support earth, other walls, or other structures on an adjacent property.

(8) Walls on a single-family lot may be no higher than four feet. The designer of walls shall also consider the fencing restriction on top of walls in general accordance with CMC 18.35.210.

(9) Walls shall not be located in separate tracts or public rights-of-way for the purposes of circumventing the provisions of this chapter.

(10) Walls shall not be stacked wherein a lower wall is supporting an upper wall, unless the lower wall is designed to do so. Minimum horizontal spacing between rock or retaining walls, as measured from face to face, shall be no less than the thickness of the lower wall plus the height of the lower wall.

(11) Cutting, filling, or constructing walls within storm, water, and sanitary sewer easements is prohibited, unless specific written approval from the utility owner is provided. It shall be the applicant's responsibility to obtain said approval and to provide a copy to the city.

(12) When preparing a grading plan and designing a roadway, use of a retaining wall to support the roadway shall be considered only after other design options are exhausted. When a roadway must be supported by a retaining wall, the city may require additional building setbacks, easements, or other restrictions and provisions to allow proper maintenance of the wall.

(13) Walls shall not be located or constructed so as to impede travel on a public walkway.

(14) The area above the wall shall be designed and constructed to prevent surface water and debris from flowing over the top of the wall and to allow for access and maintenance to the area above the wall.

(15) The area between the wall and the building shall be graded no steeper than five percent, perpendicular to the face of the wall, for a distance of five feet, for that area located within five feet of the building.

(16) Walls shall not be used to break up a slope or to circumvent the definition of or the restrictions for steep slope hazard areas as described in CMC 18.65.310.

(17) Walls constructed between lots shall be constructed entirely on the downhill side of the property line entirely on one lot, including the wall drainage system.

14.60.190 Driveways – Design.

Lots shall be prepared to accept a driveway meeting all applicable design and dimension standards regarding width and slope. Where a lot fronts on a steep roadway, the driveway shall be narrowed and/or lengthened in order to meet the standards regarding driveway slope. Where increased driveway lengths are required, subdivisions and short plats shall contain a note on the face of the plat indicating those lots affected and to what degree the driveways are to be lengthened.

14.60.200 Inspections.

(1) All projects with a clearing and grading permit are subject to city inspections to ensure compliance with the permit and that adequate control is being exercised by the contractor, civil engineer, and geotechnical engineer. The director will specify the general stages of work when city inspection is required and may require inspection and testing by an approved testing agency, to be paid by the applicant.

(2) The applicant shall employ professionals to perform inspections of the site grading as follows:

(a) Geotechnical Engineer. The geotechnical engineer's area of responsibility shall include, but need not be limited to, the professional inspection and certification concerning the adequacy of erosion control measures, the preparation of ground to receive fills, testing for required compaction, stability of all finish slopes, the stability of cut slopes with respect to geological matters, and the need for subdrains or other groundwater drainage devices. The geotechnical engineer shall perform on-site geotechnical testing and observation during implementation of drainage features and while site grading is underway. Records of the geotechnical observation and testing shall be provided to the city on a regular basis.

(b) Civil Engineer. The civil engineer's area of responsibility shall include, but need not be limited to, the inspection of the site grading and construction of roads and drainage facilities to verify compliance with approved plans, evaluate the need for design changes based on field conditions, including submittal of revised plans to the city for review and approval, and providing accurate as-built drawings upon completion of the clearing and grading operations.

(c) Special Inspectors. The applicant shall employ professional inspectors in the area of special concrete work, seismic hazards, or other areas as required by the project and/or the director.

14.60.210 Final approval.

(1) The director shall give final approval to the clearing and grading operations once all the work is completed per the permit. The following must be completed, as a minimum, prior to final approval:

(a) All clearing and grading must be complete;

(b) The site shall be permanently stabilized, temporary erosion control measures removed, and storm drainage control facilities constructed and operational;

(c) The site shall be in a neat and orderly manner, free from junk, trash, debris, equipment, stockpiles and other construction materials;

(d) All required reports, certification letters, as-built drawings, and other documents shall be submitted and approved by the city;

(e) The site shall be free of hazards; and

(f) All disputes regarding property damage caused by the clearing and grading operations shall be resolved to the satisfaction of the director.

(2) The city shall not issue final approval for any development proposal or issue a certificate of occupancy or final building inspection for property that has not received final approval for the clearing and grading operations.

(3) Final Reports. Upon completion of the clearing and grading operations, the professionals having conducted inspections in their respective areas shall submit, in a form acceptable to the director, final reports certifying that all portions of the project pertaining to their area of expertise have been constructed in accordance with the approved plans and specifications. The reports shall identify problems encountered, field changes, methods or designs utilized to correct deficiencies, and other information deemed necessary by the director.

(a) Geotechnical Engineer. The geotechnical engineer shall submit a final soil grading report prepared by the geotechnical engineer, including locations and elevations of field density tests, summaries of field and laboratory tests, final description of the geology of the site including any new information disclosed during the grading and the effect of same, and other substantiating data and comments on any changes made during grading and their effect on the recommendation made in the approved geotechnical report. The geotechnical engineer shall provide certification as to the adequacy of the site for the intended use as affected by soil and geologic factors.

(b) Civil Engineer. The civil engineer shall submit an as-built grading plan, including original ground surface elevations, as-graded ground surface elevations, lot drainage patterns and locations and elevations of all surface and subsurface drainage facilities. The civil engineer shall provide certification that the work was done in accordance with the final approved grading plan. Upon completion of the work, a reproducible as-built drawing, stamped by the civil engineer of record, of the storage, conveyance, and discharge elements of the detention system and the newly constructed downstream components of the storm drainage system shall be required. The director may require additional information in respect to any significant deviations from the approved plans, specifications, or reports.

(c) Special Inspectors. Special inspectors shall submit final reports describing original and final conditions, changes, and methods utilized to correct deficiencies or mitigate specific conditions.

14.60.240 Enforcement, Violations and Penalties.

(1) Permit Suspension/Revocation. The director may suspend work or revoke a clearing and grading permit, as appropriate, whenever:

(a) The work is not authorized by a valid permit;

(b) The applicant requests such revocation or suspension;

(c) The work does not proceed in accordance with the plans, as approved, or is not in compliance with the requirements of this chapter or other applicable city ordinances;

(d) Entry upon the property for the purposes of investigation or inspection has been denied;

(e) The applicant has made a misrepresentation of a material fact in applying for such permit;

(f) The progress of the work indicates that the plan is or will be inadequate to protect the public, the adjoining property, the street, critical areas, the drainage system, or other utilities, or the work endangers or will endanger the public, the adjoining property, the street, protected areas, the drainage system or other utilities;

(g) The required project security has expired or been expended to the point that it no longer provides assurance of completion of the project in compliance with the terms of the permit; or

(h) The permit has not been acted upon or extended within the time allowed pursuant to CMC 14.60.110.

(2) Except as otherwise provided in this chapter, any violation of any provision of this chapter constitutes a civil code violation subject to and enforced pursuant to the provisions of Chapter 1.30 CMC.

Chapter 14.30
PERMIT DECISION TYPES

14.30.040 Decision types.1

Type 1	Type 2	Type 3	Type 4
Building Permit (15.05) Grading Permit (18.60 14.60) Boundary Line Adjustment (17.40) Right-of-Way Use Permit (12.35) Design and Construction Standards Deviation (12.60) <u>Clearing and Grading Design Deviation (14.60)</u> Shoreline Exemption (16.05) Code Interpretation (14.30) Miscellaneous Administrative Decisions Minor Tree Removal (18.45) WCF Collocation on a Transmission Structure or WCF Tower (18.70)	Short Plat (Including Revisions and Alterations) (17.20) Design and Construction Standards Variance (12.60) <u>Clearing and Grading Design Variance (14.60)</u> Design Departure from the City of Covington Design Guidelines and Standards (18.31) Downtown Permitted Use Determination (18.31) Temporary Use (18.85) Shoreline Substantial Development Permit ² (16.05) SEPA Threshold Determination ³ Commercial Site Development Permit (18.31 and 18.110) Re-use of Facilities (18.85) Critical Areas Reasonable Use Exceptions (18.65) Binding Site Plan (17.30) Major Tree Removal (18.45) Stormwater Manuals Variance (13.25) Wireless Communication Facilities Collocations (18.70)	Preliminary Plat (17.20) Plat Alterations (17.25) Preliminary Plat Revisions (17.20) Zoning Variance (18.125) Conditional Use Permits (18.125) New Wireless Communication Facility Towers and Height Modifications (18.70)	Final Subdivision ⁴ (17.25) Shoreline Environment Redesignations (16.05) Plat or Short Plat Vacations (17.25) Street Vacations (12.55)

1 If a conflict between this chart and the text of the CMC exists, the text of the CMC controls.

2 When applications for shoreline permits are combined with other permits requiring Type 3 or 4 land use decisions, the Examiner, not the Director, makes the decision. All shoreline permits, including shoreline variances and conditional uses, are appealable to the State Shorelines Hearings Board and not to the Hearing Examiner.

3 Appeal to Examiner is limited to the SEPA threshold determination. The decision on the Type 1 permit itself is appealable to Superior Court.

4 Final subdivisions are submitted directly to the City Council for final decision without a recommendation by the Hearing Examiner.

Chapter 13.37
CRITICAL AQUIFER RECHARGE AREAS

13.37.030 Code provisions adopted.

(1) In order to protect critical aquifer recharge areas, Chapter 13.25 CMC is hereby adopted in accordance with RCW 36.70A.060.

(2) The following elements of the Covington Municipal Code are hereby adopted in accordance with RCW 36.70A.060 to protect critical aquifer recharge areas: Chapters 15.20, 18.40 and 18.~~60-65~~ CMC.

Chapter 14.35
PERMIT APPLICATION PROCEDURES

14.35.020 Permit application – Conformance with submittal requirements.

The Department shall not commence review of any application set forth in this chapter until the applicant has submitted the materials specified for complete applications along with the required fees as set forth in the current fee resolution. Applications for land use permits requiring Type 1, 2, 3 or 4 decisions shall be considered complete as of the date of submittal upon determination by the Department that the materials submitted meet the requirements of this section. The Director may eliminate certain submittal requirements where not prohibited by law and where deemed necessary.

(1) Except as provided in subsection (2) of this section, all permit applications described in CMC 14.30.040 shall include the following:

(a) The appropriate application form provided by the Department and completed by the applicant;

(b) A certificate of sewer availability from the applicable sewer purveyor or site percolation data with preliminary approval by the Seattle-King County Health Department;

(c) A current certificate of water availability from the applicable water purveyor, or the Seattle-King County Health Department if for a private water system;

(d) A fire district receipt pursuant to CMC Title 15;

(e) A site plan, prepared in a form prescribed by the Director and further outlined in Chapter 10 of the Design and Construction Standards, adopted by Chapter 12.60 CMC;

(f) Proof that the lot or lots to be developed are recognized as a lot under this title;

(g) Location of critical areas and associated buffers within 50 feet of the site or Aa critical areas affidavit identifying that no critical area or associated buffers exist on or are adjacent to the site. ‡

(h) A completed environmental checklist, if applicable per Chapter 16.10 CMC;

(i) Payment of any development permit review fees as set forth in the current fee resolution;

(j) A list of any permits or decisions applicable to the development proposal that have been obtained prior to filing the application or that are pending before the City or any other governmental entity;

(k) Certificate of transportation concurrency from the Department of Community Development, if required by Chapter 12.100 CMC;

(l) A determination if drainage review applies to the project pursuant to Chapter 13.25 CMC, and, if applicable, all drainage plans and documentation required by the stormwater manuals adopted pursuant to Chapter 13.25 CMC;

(m) Current Assessor's maps and a list of tax parcels to which public notice must be given as provided in this chapter, for land use permits requiring a Type 2, 3 or 4 decision;

(n) Legal description of the site;

(o) Variances obtained or required under CMC Title 18 to the extent known at the date of application;

(p) Design deviations and design variance from the Construction and Design Standards, adopted in Chapter 12.60 CMC, to the extent known at the date of application;

~~(pq)~~ For site development permits only, a phasing plan and a time schedule, if the site is intended to be developed in phases or if all building permits will not be submitted within three years; and

~~(qr)~~ Additional complete application requirements for the following land use permits are set forth in the following sections of the CMC:

(i) Grading permits, Chapter ~~18.60~~14.60 CMC.

(ii) Tree removal permits, Chapter 18.45 CMC.

(iii) Construction permits, Chapter 15.05 CMC.

(iv) Mobile home permits, Chapter 15.05 CMC.

(v) Subdivision applications, short subdivision applications and binding site plan applications, Chapter 17.15 CMC.

A permit application is complete for purposes of this section when it meets the procedural submission requirements of the Department and is sufficient for continued processing even though additional information may be required or project modifications may be undertaken subsequently. The determination of completeness shall not preclude the Department from requesting additional information or studies either at the time of notice of completeness or subsequently if new or additional information is required or substantial changes in the proposed action occur, as determined by the Director.

Chapter 14.105
FINANCIAL GUARANTEES

14.105.150 Restoration and reclamation activities.

(1) Financial guarantees for restoration and reclamation activities required pursuant to CMC Titles 14, 15 and 18 shall be sufficient to cover the cost of conformance with conditions of the permit, including corrective work necessary to provide drainage consistent with approved plans and conditions, to remove geologic hazards, and to protect water quality and the public health, safety, and welfare. The financial guarantee may be reduced proportionately for phased projects as work is complete and subsequent reclamation and/or restoration on each phase is completed. The request for reduction shall be in writing.

(2) Financial guarantees may be waived for activities pursuant to CMC Title 14, 15 or 18:

(a) Projects of less than 200-500 cubic yards of excavation, fill, or a combination thereof unless associated with a development application for short plat, subdivision binding site plan, or commercial site development permit;

(b) City of Covington Department projects; and

(c) Reclamation projects with financial guarantees posted with the State of Washington Department of Natural Resources or with the Federal Office of Surface Mining.

14.105.160 Site development and restoration

(1) Financial guarantees for any improvement required pursuant to CMC Titles 14, 15, 17, or 18 (or their successors) shall be sufficient to cover the cost of complying with conditions of the permit or approval, including corrective work necessary to provide drainage consistent with approved plans and conditions, to remove geologic hazards, and to protect water quality and the public health, safety, and welfare. Such financial guarantees shall include site restoration and stabilization requirements.

(2) No temporary certificate of occupancy shall be issued until:

(a) Drainage facility improvements are functional;

(b) Required parking is provided; and

(c) Safe access is provided.

(3) The Director may allow a performance guarantee to be posted for some or all of the improvements required by subsection (2) of this section if no life safety hazard exists. The

request shall be made in writing, accompanied by a schedule for completion of required improvements.

14.105.170 Liability insurance.

(1) The developer of record shall carry comprehensive general and automobile insurance in an amount not less than \$2,000,000. The liability insurance shall be maintained in its original amount by the developer during the period the permit and approval are in effect. The insurance shall include the city as an additional named insured and shall protect the city from any liability up to those amounts for any accident, negligence, or any other liability whatsoever, relating to the construction or maintenance of the development. Liability insurance can be waived for projects less than 500 cubic yards of excavation, fill, or a combination thereof unless associated with a development application for short plat, subdivision binding site plan, or commercial site development permit.

(2) The developer shall not commence work until he has furnished evidence (in duplicate copy) of liability insurance, and such insurance has been approved by the city; nor shall the developer allow any contractor or subcontractor to commence work on his contract or subcontract until the same insurance requirements have been complied with by such contractor or subcontractor. Approval of the insurance by the city shall not relieve or decrease the liability of the developer thereby. Companies writing the insurance under this section shall be authorized to do business in the State of Washington.

Chapter 16.10
STATE ENVIRONMENTAL POLICY ACT

16.10.090 Categorical exemptions (flexible thresholds).

(1) The City establishes the following exempt levels for minor new construction under WAC 197-11-800(1)(b) based on local conditions:

(a) The construction or location of any single-family residential structures of ~~four-nine~~ (9) or fewer dwelling units;

(b) The construction or location of any multifamily residential structures of 60 or fewer units located within the Mixed Housing Office (MHO), Mixed Commercial (MC), and General Commercial (GC) downtown zoning districts and the R-18 multifamily zone;

~~(bc)~~ The construction of a barn, loafing shed, farm equipment storage building, produce storage or packing structure, or similar agricultural structure, covering 30,000 square feet, and to be used only by the property owner or his or her agent in the conduct of farming the property. This exemption shall not apply to feed lots;

~~(ed)~~ The construction of an office, school, commercial, recreational, service or storage building with 12,000 square feet of gross floor area, and with associated parking facilities designated for 40 automobiles;

~~(de)~~ The construction of a parking lot designated for 40 automobiles;

~~(ef)~~ Any landfill or excavation of ~~200-500~~ cubic yards throughout the total lifetime of the fill or excavation; and any fill or excavation classified as a Class I, II, or III forest practice under RCW 76.09.050 or regulations thereunder; provided that the categorical exemption threshold shall be 250 cubic yards for any fill or excavation that occurs on a site that contains critical areas as defined in Chapter 18.65 CMC and the Shoreline Master Program, as amended.

(2) Whenever the City establishes new exempt levels under this section, it will send them to the Department of Ecology, Headquarters Office, Olympia, Washington 98504, pursuant to WAC 197-11-800(1)(c).

Chapter 18.20 DEFINITIONS

18.20.097 Berm.

"Berm" means ~~a constructed area of compacted earth~~ a mound or raised area used for the purpose of screening a site or operation.

18.20.195 Clearing.

"Clearing" means ~~cutting, killing, grubbing or removing vegetation or other organic plant material by physical, mechanical, chemical or any other similar means. For the purpose of this definition of "clearing," "cutting" means the severing of the main trunk or stem of woody vegetation at any point.~~ the limbing, pruning, trimming, tipping, cutting, or removal of vegetation or other organic plant matter by physical, mechanical, chemical or other means.

Chapter 18.55 SIGNS

18.55.050 Permits.

(3) Permit and Registration Exceptions.

(a) A sign permit is not required for maintenance of a sign, for a change of sign face, or for operation of a changeable copy sign and/or electronic changeable message sign.

(b) Exempt Signs. The following signs, modification to signs, or displays are exempt from the regulations of this chapter. Except for government signs, sight distance requirements must be complied with. No sign shall be placed in the public right-of-way, except as otherwise allowed in this chapter.

(i) Address identification with numbers and letters not more than 18 inches in height.

(ii) Balloons no greater than 18 inches in diameter and no more than five balloons per display with a tether no longer than 36 inches.

(iii) Banners projecting over the right-of-way, for City Council authorized events.

(iv) Barber poles.

(v) Construction signs so long as such signs are limited to two signs per project and each sign does not exceed 32 square feet per sign face and 10 feet in height. Construction signs shall not be displayed prior to issuance of a building permit and shall be removed prior to the issuance of a certificate of occupancy and shall include the following information:

- (A) City project number and project name;
- (B) Emergency contact name and phone;
- (C) Applicant's project manager's name and phone; and
- (D) Allowable construction hours.

(vi) Directional signs, on-site. Each sign shall not exceed four square feet in sign area if the directional sign is indicating one direction and shall not exceed eight square feet in sign area if such sign is indicating more than one direction. Center or complex names or logos shall not comprise more than 20 percent of the total area of the directional sign.

Chapter 18.60

DEVELOPMENT STANDARDS – ~~GRADING AND~~ MINERAL EXTRACTION

Sections:

18.60.010 Purpose.

~~18.60.020 Exemptions.~~

~~18.60.030 Grading permits required.~~

~~18.60.035 Fees.~~

18.60.040 Nonconforming extractive operations.

18.60.050 Periodic review.

18.60.060 Site design standards.

18.60.070 Operating standards.

18.60.080 Reclamation.

~~18.60.090 Financial guarantees.~~

18.60.010 Purpose.

The purpose of this chapter is to establish standards which minimize the impacts of grading and extractive operations upon surrounding properties by:

(1) Ensuring adequate review of operating aspects of extractive sites;

~~(2) Requiring project phasing on large sites to minimize environmental impacts;~~

~~(3) Requiring minimum site areas large enough to provide setbacks and mitigations necessary to protect environmental quality; and~~

(4) Requiring periodic review of extractive and processing operations to ensure compliance with the most current operating standards.

18.60.020 Exemptions.

The provisions of this chapter shall not apply to uses or activities specifically exempted in Chapter 18.45 CMC.

18.60.030 ~~Grading permits required~~ Extractive Operations.

~~Grading and E~~ extractive operations shall commence only after issuance of a grading permit pursuant to [Chapter 14.60 CMC](#).

~~Grading and clearing permit fees shall be composed of two elements: plan review and operation monitoring.~~

~~(1) Plan Review Fees. Plan review fees shall compensate the Department for the review of permit operating plans, including plans for drainage, erosion/sedimentation control, terrain alteration, traffic/circulation, clearing, and site rehabilitation. Plan review fees shall be based on~~

~~the anticipated volume of materials and total area to be disturbed during the period of the permit. Initial plan review fees may be reduced for quarry/mining operations reviewed in conjunction with reclassification applications or unclassified use permits. Plan revision fees shall contain a base fee to cover the cost of file administration and an hourly fee to compensate for additional plan review and modification of permit approval conditions. Plan revisions may be initiated at any time during the period of the grading permit, either at the request of the applicant or as a result of operational modifications discovered during monitoring, but shall not alter the original approval period of the grading permit.~~

~~(2) Operation Monitoring Fees. Operation monitoring fees shall be collected to cover the cost of inspecting active grading operations in order to determine compliance with permit approval conditions. "Active grading operations" include material deposition and removal areas, disturbed areas not yet rehabilitated, stockpiles, on-site processing areas, and other such working areas. Operation monitoring fees shall cover inspections for a 12-month period and shall be collected at permit issuance and at each subsequent anniversary date throughout the effective period of the grading permit.~~

~~Operation monitoring fees shall be based on the volume of materials anticipated to be deposited or removed during the 12-month monitoring period. Monitoring fees based on area shall also be collected for all disturbed areas not rehabilitated during the previous monitoring period. Special monitoring and inspection functions, such as bond release inspections or reinspection of nonbonded actions, shall be calculated as set forth in the grading permit fee tables.~~

~~Fees for the monitoring and inspection of clearing shall be charged at an hourly rate.~~

~~(5) Additional Review Fees. In addition to the grading and clearing permit fees set forth in this section, other fees required by the Covington Municipal Code may be applicable to individual grading permit applications. Such fees include, but are not limited to, shoreline management, SEPA or sensitive areas review fees.~~

~~(6) Fees for grading and/or clearing shall be set forth in the current fee resolution. (Ord. 20-07 § 68; Ord. 43-02 § 2 (27.12.010). Formerly 14.60.010)~~

18.60.050 Periodic review.

Unless a more frequent review is required, periodic review of extractive and processing operations shall be provided as follows:

(1) All extractive operations shall be subject to a review of development and operating standards at five year intervals;

(2) The periodic review shall be:

(a) Conducted by the Director or his/her designee pursuant to the review process outlined in ~~CMC 18.115.040 through 18.115.060~~ Title 14; and

(b) Used to determine that the site is operating consistent with the most current standards and to establish other conditions as necessary to mitigate identifiable environmental impacts;

(c) The cost of any review by the City shall be ~~born the responsibility of the~~ by the operator of the extractive operation.

18.60.080 Reclamation.

A reclamation plan approved pursuant to the requirements of RCW 78.44.090 shall be submitted prior to the effective date of a rezone approval.

~~18.60.090 Financial guarantees.~~

~~Financial guarantees shall be required, consistent with the provisions of CMC Title 14 and this title.~~

Agenda Item 3
Covington City Council
Date: September 10, 2013

SUBJECT: PARKS AND RECREATION PRIORITIES ADVISORY COMMITTEE (PRePAC)
DRAFT CHARTER

RECOMMENDED BY: Derek Matheson, City Manager
Scott Thomas, Parks and Recreation Director

ATTACHMENT(S):

1. Draft PRePAC Charter

PREPARED BY: Scott Thomas, Parks and Recreation Director

EXPLANATION:

It has been a long standing City Council goal and priority to provide quality recreation and park services to the community. In order to increase the rate of progress towards this goal, at the annual Strategic Planning Summit Council discussed the need for stable and sustainable funding for parks and recreation. Council envisioned a citizen-based effort to recommend strategies for obtaining the needed revenue, similar to the Budget Priorities Advisory Committee (BPAC). Council provided direction to the Parks and Recreation Director to develop and submit a process for establishing a citizen-based effort to recommend strategies for creating a stable, sustainable funding stream for parks and recreation. The new advisory group may include members of the Parks and Recreation Commission, former BPAC members and additional citizens.

Subsequently the City Council and Parks and Recreation Commission had a joint meeting in which they discussed the purpose of the PRePAC. Over the course of three meetings, the Parks and Recreation Commission further discussed the purpose of the committee and developed a draft charter for Council's consideration. Staff seeks input from the Council regarding the draft charter.

ALTERNATIVES:

None

FISCAL IMPACT:

None

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

PROVIDE INPUT TO STAFF

REVIEWED BY: City Manager, Finance Director, City Attorney

D R A F T

Parks and Recreation Priorities Advisory Committee Charter

Purpose

- The overarching question for this group is: how should Covington build a parks and recreation system that meets the community’s needs and wants. How should we pay for it?
- The committee would be tasked to envision a model that would get us to parks and recreation goals.
 - Educate and engage the community regarding parks, trails and facilities development and maintenance.
- Provide a report that includes:
 - The city’s vision for parks and recreation services and city facilities
 - Parks
 - Trails
 - Community Center
 - Aquatic Center
 - City Hall
 - Maintenance Facility
 - Recreation programming
 - New ideas and considerations
 - City needs for parks and recreation—both operating and capital
 - The community’s priorities—both operating and capital—within existing revenue
 - The community’s priorities for new revenue
 - The community’s willingness to support new revenue

- The community's preferred sources of new revenue
- Recommendations
 - Include election date(s), if applicable

Structure

- Approximately 15 members willing to participate for about 12 months
 - A balanced representation of civic leaders, local business owners, city residents, and especially city registered voters.
 - May include city advisory commission members but must not include City Council members or City staff
 - Make an effort to include one youth representative from each local high school; students should live and/or work in the city
 - No alternates, all members participate equally
- Staff will seek nominations from City Council members, city advisory commission members, city staff, chamber of commerce, service clubs, and the community at-large
- Staff will propose members that represent a wide variety of people and viewpoints
- Council will consider staff's recommendations and appoint the committee
- The committee chair will be selected by the Council
- The committee will designate a different member as vice chair at the third regular meeting so that members can get acquainted with each other
- Vacancies may be filled in like manner
- The city's Parks and Recreation Director will serve as liaison between the committee and staff
- The city Communications and Marketing Manager will assist as applicable
- Other city staff will assist as applicable
- City Council members and city staff will not attempt to influence committee recommendations

- The committee will sunset upon issuance of a final report and no later than December 31, 2014. Council may extend the due date for final report and the sunset date for the committee, but no later than March 31, 2015.

Duties

- Meet no less than once per month
- Abide by the Open Public Meetings Act
- Make decisions by consensus
 - Make decision by majority vote only when consensus is not possible
- Keep the community informed
 - Use common language, not government jargon
 - Consider the website, newspaper, newsletter, Facebook, etc.
- Use limited staff time efficiently i.e. focus on activities with a high return on investment
- Submit decisions cards for the 2015 budget process as applicable (no later than July 2014). If a ballot issue is recommended the timeframe may be earlier depending on the election date chosen.
- Give a verbal report to Council each month during Commission Reports as applicable
- Prepare a draft report for review and comment by the Parks and Recreation Commission and the general public
- Submit a final report to Council
 - Include minority reports as applicable

Agenda Item 4

Covington City Council Meeting

Date: September 10, 2013

SUBJECT: CONSIDER AND APPROVE NEW INTERLOCAL AGREEMENT BETWEEN THE CITY OF COVINGTON AND THE COVINGTON WATER DISTRICT RELATING TO PROJECT MANAGEMENT SERVICES.

RECOMMENDED BY: Derek Matheson, City Manager

ATTACHMENT(S):

1. Proposed Interlocal Agreement between the City of Covington and the Covington Water District Relating to Project Management Services, including Exhibit A.

PREPARED BY: Noreen Beaufriere, Personnel Manager

EXPLANATION:

The City of Covington's Public Works Department maintains an engineering division that regularly performs project management, reviews construction documents, conducts project inspections, and engages in enforcement activities. The Covington Water District would like to utilize the city's resources for those services in exchange for the rate of compensation called out in Exhibit A to Attachment 1.

It has been determined by Public Works Director Don Vondran that the city will be able to accommodate the level of services requested by the Covington Water District in the Attachment 1 Interlocal Agreement.

ALTERNATIVES:

1. Make changes to the proposed Attachment 1 Interlocal Agreement prior to approving it.
2. Do not approve the Attachment 1 Interlocal Agreement with or without any possible changes.

FISCAL IMPACT:

No fiscal impact, with the exception of relatively small amounts of time to cover administrative responsibilities necessary to execute the agreement, particularly with regard to processing the Covington Water Districts payments for services rendered.

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

Council member _____ moves, Council member _____ seconds, to authorize the City Manager to enter into an Interlocal Agreement between the City of Covington and the Covington Water District relating to project management services.

REVIEWED BY: City Manager, City Attorney, Finance Director and Public Works Director.

ATTACHMENT 1

INTERLOCAL AGREEMENT BETWEEN THE CITY OF COVINGTON AND THE COVINGTON WATER DISTRICT RELATING TO PROJECT MANAGEMENT SERVICES

THIS INTERLOCAL AGREEMENT, hereinafter “Agreement”, is entered into between the CITY OF COVINGTON, WA hereinafter “City”, and the COVINGTON WATER DISTRICT, WA hereinafter “District”.

WHEREAS, the City and the District are public agencies authorized by Ch. 39.34 of the Revised Code of Washington (“RCW”) to enter into interlocal agreements on the basis of mutual advantage and thereby to provide services and facilities in the manner and pursuant to forms of governmental organization that will accord best with geographic, economic, population, and other factors influencing the needs of local communities; and

WHEREAS, the City’s Public Works Department maintains an engineering division that regularly performs project management, reviews construction documents, conducts project inspections, and engages in enforcement activities; and

WHEREAS, the District desires to utilize the resources of the City to assist the District in performing project management, construction document review, project inspections, and enforcement, and

WHEREAS, the District has agreed to compensate the City for performing these services; and

NOW THEREFORE, in consideration of the terms and provisions contained herein, it is agreed between The District and The City as follows:

1. **Purpose.** It is the purpose of this Agreement to establish the framework to effectuate The District’s desire to have The City perform these services for payment.

2. **Services—Generally.**

2.1. Approval and Priority. All services provided by The City to The District, as detailed in this Agreement, will be performed by The City’s project management staff as approved and directed by the City’s Public Works Director (the “Director”) or the City’s Engineer and subsequent to regularly assigned duties for the City staff.

2.2. Request for Services. The City’s project management staff will maintain a regular schedule of office hours at The District. Unless otherwise provided for in this Agreement, The District shall submit all requests for additional hours of service in writing. Requests submitted via e-mail qualify as “in writing” for purposes of this Agreement.

3. **Project Management Services.** The City will provide Project Management services in accordance with the current construction codes as adopted and amended by the State of Washington and The District.

3.1 **Meetings.** The City's Project manager will attend meetings as requested, such as design meetings, pre-construction meetings, construction meetings and Commission meetings, to represent The District in the role of Project Manager.

3.2 **Inspections, Plan Review, Enforcement.** The City's project management staff will perform inspections, plan review, and/or enforcement duties upon request by The District and pursuant to the procedures provided in this Agreement.

3.3 **Office Hours.** The City's project management staff will be available for a minimum of twelve (12) office hours at The District per week. The District Engineer will provide direction and assignments for the City's project management staff while at the District offices. Changes or alterations to the scheduled hours can be requested in writing by either party.

4. **Term of Agreement.** This Agreement shall become effective on the last date this Agreement is ratified by the legislative body of The City and the legislative body of The District. Unless terminated by either party pursuant to the terms of this Agreement, this Agreement shall remain in full force and effect for two (2) years from the effective date. This Agreement may be extended by mutual written agreement of the parties subject to the ratification of such extension by the legislative body of each city.

5. **Payment to The City.** In consideration of this Agreement and the services provided, The District shall pay The City an hourly rate for all services provided by The City under this Agreement, as listed in Exhibit A. In years subsequent to 2013, The City and The District shall negotiate and set the hourly rate for the next year of service. A two (2) hour minimum shall be charged to The District for each date of any service by The City. After the two (2) hour minimum is reached for a single date, The District shall pay for each fifteen (15) minute increment, which shall be rounded to the nearest fifteen (15) minute increment. The District shall be required to pay The City regardless of whether The District is paid or collects fees for the services that involved the work of The City. Payments for services rendered shall be made by The District each month within thirty (30) days of receipt of the billing statement from The City.

5.1. **Billing Statement.** The City shall submit a monthly statement to The District that shall contain the following: date of service, hours of work by project, and total hours of work.

5.2. **Billing Statement Dispute.** In the event that there is a dispute regarding the amount of money owed by The District to The City, staff shall make every effort to resolve such dispute. In the event that there is no resolution to the dispute, the disputed amount shall be placed into the registry of the King County Superior Court until the dispute is resolved by agreement of the parties or in a court with jurisdiction over the subject matter of the dispute.

5.3. Reconciliation of Amount Due After Termination or Expiration.

Within thirty (30) days of the effective date of this Agreement's expiration or earlier termination, The City shall submit to The District a statement as described in subsection 5.1 of this Agreement for the past quarter or part thereof. Within thirty (30) days of submitting the statement, the parties shall reconcile the account and determine how much money The District owes to The City for unpaid services. Final payment and settlement of accounts shall occur within ninety (90) days of the effective date of termination of the Agreement.

6. Ownership of Property. The parties to this Agreement do not contemplate the acquisition of any property to carry out the purposes of this Agreement. Any property owned by The District shall remain the property of The District, and any property owned by The City shall remain the property of The City.

7. Independent Contractor. The Parties understand and agree that The City is acting hereunder as an independent contractor and shall maintain control of all The City employees, including but not limited to hiring, firing, discipline, evaluation, and establishment of standards of performance thereof. All The City personnel rendering service hereunder shall be, for all purposes, employees of The City, although they may from time to time act as officers of The District.

8. Termination.

8.1. Termination by Notice. This Agreement may be terminated by either party upon it providing the other party with thirty (30) days advance written notice of such termination.

8.2. Termination by Mutual Written Agreement. This Agreement may be terminated at any time by mutual written agreement of the parties.

8.3. Termination for Breach. The City may terminate this Agreement with fourteen (14) days advance written notice upon the failure of The District to make payments as required by this Agreement. The District may terminate this Agreement upon fourteen (14) days advance written notice in the event The City fails to provide services as required in this Agreement except disputes handled per Section 7.2.

9. Indemnification and Hold Harmless. The City agrees to defend, indemnify, and hold harmless The District and each of its employees, officials, agents, and volunteers from any and all losses, claims, liabilities, lawsuits, or legal judgments arising out of any negligent or tortious actions or inactions by The City or any of its employees, officials, agents, or volunteers, while acting within the scope of the duties required by this Agreement. All costs, including but not limited to attorneys fees, court fees, mediation fees, arbitration fees, settlements, awards of compensation, awards of damages of every kind, etc., shall be paid by The City or its insurer. This provision shall survive the expiration of this Agreement. This provision shall also survive and remain in effect in the event that a court or other entity with jurisdiction determines that this interlocal Agreement is not enforceable.

The District agrees to defend, indemnify, and hold harmless The City and each of its employees, officials, agents, and volunteers from any and all losses, damages, claims, liabilities, lawsuits, or legal judgments arising out of any negligent or tortious actions or inactions by The District or any of its employees, officials, agents, or volunteers, while acting within the scope of the duties required by this Agreement. All costs, including but not limited to attorneys fees, court fees, mediation fees, arbitration fees, settlements, awards of compensation, awards of damages of every kind, etc., shall be paid by The District or its insurer. This provision shall survive the expiration or earlier termination of this Agreement. This provision shall also survive and remain in effect in the event that a court or other entity with jurisdiction determines that this interlocal Agreement is not enforceable.

IT IS FURTHER SPECIFICALLY AND EXPRESSLY UNDERSTOOD THAT THE INDEMNIFICATION PROVIDED HEREIN CONSTITUTES EACH PARTY'S WAIVER OF IMMUNITY UNDER INDUSTRIAL INSURANCE, TITLE 51 RCW, SOLELY TO CARRY OUT THE PURPOSES OF THIS INDEMNIFICATION CLAUSE. THE PARTIES FURTHER ACKNOWLEDGE THAT THEY HAVE MUTUALLY NEGOTIATED THIS WAIVER.

10. Miscellaneous.

10.1. Non-Waiver of Breach. The failure of either party to insist upon strict performance of any of the covenants and agreements contained in this Agreement, or to exercise any option conferred by this Agreement in one or more instances, shall not be construed to be a waiver or relinquishment of those covenants, agreements or options, and the same shall be and remain in full force and effect.

10.2. Resolution of Disputes and Governing Law. This Agreement shall be governed by and construed in accordance with the laws of the State of Washington. If the parties are unable to settle any dispute, difference or claim arising from the parties' performance of this Agreement, the exclusive means of resolving that dispute, difference or claim, shall only be by filing suit exclusively under the venue, rules and jurisdiction of the King County Superior Court, King County, Washington, unless the parties agree in writing to an alternative dispute resolution process. In any claim or lawsuit for damages arising from the parties' performance of this Agreement, each party shall pay all its legal costs and attorney's fees incurred in defending or bringing such claim or lawsuit, in addition to any other recovery or award provided by law; provided, however, nothing in this paragraph shall be construed to limit the parties' right to indemnification under this Agreement.

10.3. Assignment. Any assignment of this Agreement by either party without the prior written consent of the non-assigning party shall be void. If the non-assigning party gives its consent to any assignment, the terms of this Agreement shall continue in full force and effect and no further assignment shall be made without additional written consent.

10.4. Modification. No waiver, alteration, or modification of any of the provisions of this Agreement shall be binding unless in writing and signed by a duly

authorized representative of each party and subject to ratification by the legislative body of each City.

10.5. Compliance with Laws. Each party agrees to comply with all local, federal and state laws, rules, and regulations that are now effective or in the future become applicable to this Agreement.

10.6. Entire Agreement. The written terms and provisions of this Agreement, together with any exhibits attached hereto, shall supersede all prior communications, negotiations, representations or agreements, either verbal or written of any officer or other representative of each party, and such statements shall not be effective or be construed as entering into or forming a part of or altering in any manner this Agreement. All of the exhibits are hereby made part of this Agreement. Should any of the language of any exhibits to this Agreement conflict with any language contained in this Agreement, the language of this document shall prevail.

10.7. Severability. If any section of this Agreement is adjudicated to be invalid, such action shall not affect the validity of any section not so adjudicated.

10.8. Interpretation. The legal presumption that an ambiguous term of this Agreement should be interpreted against the party who prepared the Agreement shall not apply.

10.9. Notice. All communications regarding this Agreement shall be sent to the parties at the addresses listed on the signature page of the Agreement, unless notified to the contrary. Any written notice hereunder shall become effective upon personal service or three (3) business days after the date of mailing by registered or certified mail, and shall be deemed sufficiently given if sent to the addressee at the address stated in this Agreement or such other address as may be hereafter specified in writing.

IN WITNESS, the parties below execute this Agreement, which shall become effective on the last date entered below.

THE CITY:

CITY OF COVINGTON:

By: _____

Print Name: Derek M. Matheson

Its City Manager

DATE: _____

NOTICES TO BE SENT TO:

Derek M. Matheson, City Manager
City of The City
16720 SE 271st Street, Suite 100
The City, WA 98042

(253) 480-2400 (telephone)

(253) 480-2401 (facsimile)

APPROVED AS TO FORM:

Sara Springer, City Attorney

THE DISTRICT:

COVINGTON WATER DISTRICT:

By: _____

Print Name: Gwenn Maxfield

Its District Manager

DATE: _____

NOTICES TO BE SENT TO:

Gwenn Maxfield, District Manager
Covington Water District
18631 SE 300th Place
Covington, WA 98042

(253) 867-0565 (telephone)

(253) 631-5823 (facsimile)

EXHIBIT A

**INTERLOCAL AGREEMENT BETWEEN
THE CITY OF COVINGTON AND THE COVINGTON WATER DISTRICT
RELATING TO PROJECT MANAGEMENT SERVICES**

Project Management Service Fees:

2013 Hourly Rates

Project Manager \$66.00

Agenda Item 5
Covington City Council Meeting
Date: September 10, 2013

SUBJECT: COVINGTON DAYS REPORT

RECOMMENDED BY: Karla Slate, Communications and Marketing Manager

ATTACHMENT (S):

1. PowerPoint presentation to be given at meeting

PREPARED BY: Karla Slate, Communications and Marketing Manager

EXPLANATION:

This was the first year that the city stepped into the role of event organizers of the Covington Days Festival. In years past, city staff served as members of the festival committee, but only in the capacity to help brainstorm ideas and handle city-related aspects of the festival (i.e. public works and police assistance, contests, city booth, etc.).

Overall, the festival was a success. Attendance increased, vendor participation increased about 40 percent (growing from 54 in 2012 to 92 this year), and 32 sponsors contributed over \$10,000 in cash and several thousand dollars in in-kind donations.

While the festival was received well, there were still a few hiccups and “learning-moments” that will be taken into account and used to make improvements for 2014.

ALTERNATIVES:

N/A

FISCAL IMPACT:

N/A

CITY COUNCIL ACTION: _____Ordinance _____Resolution _____Motion _____ Other

Presentation only.

REVIEWED BY: City Manager

**DISCUSSION OF
FUTURE AGENDA TOPICS:**

September 24, 2013 – City Council Regular Meeting

(Draft Agenda Attached)



Covington: Unmatched quality of life
CITY OF COVINGTON
CITY COUNCIL REGULAR MEETING AGENDA
www.covingtonwa.gov



Tuesday, September 24, 2013
7:00 p.m.

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

CALL CITY COUNCIL REGULAR MEETING TO ORDER

ROLL CALL/PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

PUBLIC COMMUNICATION

- Domestic Violence Awareness Month Proclamation – October 2013

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 10, 2013 City Council Special and Regular Meetings Minutes (Scott)
- C-2. Vouchers (Hendrickson)

REPORTS OF COMMISSIONS

- Human Services Chair Haris Ahmad: August 8 meeting and September 12 Off-Site Visit.
- Arts Chair Sandy Bisordi: September 12 meeting.
- Planning Chair Daniel Key: August 29 meeting; regular meetings in September canceled.
- Economic Development Council Co-Chair Jeff Wagner: August 22 meeting.
- **Future Meetings:** Parks & Recreation: Next meeting October 16; September regular meeting canceled.

NEW BUSINESS

- 1. Adopt PRePAC (Thomas)

COUNCIL/STAFF COMMENTS - Future Agenda Topics

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

EXECUTIVE SESSION – If Needed

ADJOURN

For disability accommodation contact the City of Covington at 253-480-2400 a minimum of 24 hours in advance. For TDD relay service, dial (800) 833-6384 and ask the operator to dial 253-480-2400.