

**FIRCREST CITY COUNCIL
REGULAR MEETING AGENDA**

**TUESDAY, JANUARY 9, 2018
7:00 P.M.**

**COUNCIL CHAMBERS
FIRCREST CITY HALL, 115 RAMSDELL STREET**

- 1. CALL TO ORDER BY CITY CLERK**
- 2. PLEDGE OF ALLEGIANCE**
- 3. ROLL CALL**
- 4. PRESIDING OFFICER'S REPORT**
 - A. City Clerk: Suspension of Rules for Agenda Item #4
 - B. City Clerk: Selection of Mayor
 - C. Selection of Mayor Pro-Tempore
 - D. 2018 Liaison Assignments
- 5. CITIZEN COMMENTS FOR ITEMS NOT ON THE AGENDA**

(Please sign the **Public Attendance Roster/Public Hearing Sign-Up Sheet** if you wish to speak during the meeting.)
- 6. COMMITTEE, COMMISSION & LIAISON REPORTS**
- 7. CONSENT CALENDAR**
 - A. Approval of [vouchers](#)/payroll checks
 - B. Approval of minutes: [December 26, 2017 Regular Meeting](#)
- 8. PUBLIC HEARING 7:15 P.M.**
 - A. [To receive comments on a proposed solid waste rate adjustment](#)
- 9. UNFINISHED BUSINESS**
 - A. [Ordinance: FMC Title 22 Land Development Regulations 2017 Update](#)
- 10. NEW BUSINESS**
 - A. [Resolution: Pierce County Regional Council Appointments for 2018](#)
- 11. CITY MANAGER COMMENTS**
- 12. DEPARTMENT HEAD COMMENTS**
- 13. COUNCILMEMBER COMMENTS**
- 14. EXECUTIVE SESSION**
- 15. ADJOURNMENT**

COUNCIL MAY ADD AND TAKE ACTION ON OTHER ITEMS NOT LISTED ON AGENDA

ACCOUNTS PAYABLE

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Accts

Pay #	Received	Date Due	Vendor	Amount	Memo
15535	12/31/2017	12/31/2017	3647	Agrishop Inc	69.78 #1435 (John Deere Mower) \$24.72 Spark Plugs, #1145 (John Deere Mower) \$10.97 Spark Plugs, (Briggs & Stratton Edger) Spark Plugs \$6.58, (Polesaw) Chain Loops \$27.51
548 65 48 11	O & M - Parks/Rec	501 000 548	Equipment Ren	24.72	#1435 (John Deere Mower) Spark Plugs - Parks
548 65 48 11	O & M - Parks/Rec	501 000 548	Equipment Ren	10.97	#1145 (John Deere Mower) Spark Plugs - Parks
576 80 31 02	Oper Supplies - Parks	001 000 576	General Fund	6.58	Briggs & Stratton Edger Spark Plugs - Parks
576 80 31 02	Oper Supplies - Parks	001 000 576	General Fund	27.51	Polesaw Chain Loops - Parks
15612	12/31/2017	12/31/2017	3933	Asphalt Patch System	18,844.66 P#52 Watermain Patching, Patch Over, Saw Cutting & Flagging
594 34 63 01	Other Improvements - Wat	425 000 534	Water Fund (de	18,844.66	P#52 Watermain Patching, Patch Over, Saw Cutting & Flagging @1500 Block Weathervane "Emergency Repairs"
15617	12/31/2017	12/31/2017	5428	Boers, Jeff	1,487.50 Dec 2017 Land Use Consulting (17.50 Hrs)
558 60 41 00	Prof Svcs - Planning	001 000 558	General Fund	1,487.50	Dec 2017 Land Use Consulting (17.50 Hrs)
15625	12/31/2017	12/31/2017	4274	Brat Wear	618.76 Jacket / Vest (2) - John Roberts & Kevin Gollinger
521 22 49 01	Uniforms/Clothing/Laundry	001 000 521	General Fund	309.38	Jacket / Vest With Reflective Lettering "Police", Embroidered Name Tag, Front Reflective Tape, Arm Patches, Badge - John Roberts
521 22 49 01	Uniforms/Clothing/Laundry	001 000 521	General Fund	309.38	Jacket / Vest With Reflective Lettering "Police", Embroidered Name Tag, Front Reflective Tape, Arm Patches, Badge - Kevin Gollinger
15536	12/31/2017	12/31/2017	4278	Budget Batteries Inc	264.13 #59094D (Crane Truck) Batteries (2)
548 65 48 14	O & M - Wtr/Swr	501 000 548	Equipment Ren	264.13	#59094D (Crane Truck) Batteries (Quantity: 2)
15537	12/31/2017	12/31/2017	3994	CenturyLink	448.79 Circuit Line / PRI Line
518 10 42 00	Communication - Non Dep	001 000 518	General Fund	448.79	Circuit Line / PRI Line
15538	12/31/2017	12/31/2017	331	Cheesman, John G	347.87 Cerello's / Sleigh Ride Volunteers Pizza Feed
521 22 49 07	Community Outreach	001 000 521	General Fund	161.83	Cerello's / Sleigh Ride Volunteers Pizza Feed (12/19/17) - Cheesman
521 22 49 07	Community Outreach	001 000 521	General Fund	186.04	Cerello's / Sleigh Ride Volunteers Pizza Feed (12/20/17) - Cheesman
15539	12/31/2017	12/31/2017	331	Cheesman, John G	138.57 Gym Fees Reimbursement (Jan - Dec 2017)
521 22 20 00	Personnel Benefits - Police	001 000 521	General Fund	131.64	Gym Fees (Jan - Dec 2017) - Cheesman (95% Police)

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525 60 20 00	Personnel Benefits - Emg M		001 000 525 General Fund	6.93	Gym Fees (Jan - Dec 2017) - Cheesman (5% Emergency Management)
15540	12/31/2017	12/31/2017	4313	68.29	2018 Calendars, Planners
	531 50 31 01 Office Supplies - Storm		415 000 531 Storm Drain	17.07	2018 Calendars, Planners - Storm
	534 10 31 00 Office Supplies - Water		425 000 534 Water Fund (de	17.07	2018 Calendars, Planners - Water
	535 10 31 00 Office Supplies - Swr Adm		430 000 535 Sewer Fund (de	17.07	2018 Calendars, Planners - Sewer
	542 30 31 01 Office Supplies - Street Re;		101 000 542 City Street Fun	17.08	2018 Calendars, Planners - Street
15613	12/31/2017	12/31/2017	6105	389.46	Converted Door Lights To LED Lights - City Hall
	518 30 48 02 Rep & Maint - City Hall		001 000 518 General Fund	389.46	Converted 2-Man Door Lights To LED Lights - City Hall (Date: 12/28/17) Includes Materials & Labor
15541	12/31/2017	12/31/2017	3555	623.13	FMC Supplement Update #13
	511 60 49 03 Codification Costs		001 000 511 General Fund	623.13	Fircrest Municipal Code Supplements "Editorial ESPS Supplement Update #13" (New Pages)
15542	12/31/2017	12/31/2017	6268	131.86	TISAB Reagent Tablets (Quantity: 4)
	534 80 31 02 Oper Supplies - Water		425 000 534 Water Fund (de	131.86	TISAB Reagent Tablets (Quantity: 4) - Fluoride Water Testing
15543	12/31/2017	12/31/2017	3572	179.68	13-Watt Floodlight Fixture - Public Works Flag
	518 30 31 03 Oper Sup/PWF		001 000 518 General Fund	179.68	13-Watt Floodlight Fixture - Public Works Flag
15544	12/31/2017	12/31/2017	3572	1,100.90	100-Watt LED Lights, 5-Watt LED Flood Light Fixtures, Heat Shrink Tubing, Photocells, Bulbs
	542 30 31 02 Oper Supplies - Street Reg		101 000 542 City Street Fun	155.62	5-Watt LED Flood Light Fixtures - Entry Sign
	542 63 31 00 Oper Supplies - Street Ligh		101 000 542 City Street Fun	945.28	100-Watt LED Cree Lights, Heat Shrink Tubing, Photocells, Lamp Bulbs - Street Lights
15678	12/31/2017	12/31/2017	3573	905.85	Copier Usage (4th Qtr 2017) Copier Lease Expired "Previous Copiers Picked-Up & New Copiers Were Delivered & Set-Up Per New Agreement".
	512 50 45 00 Oper Rentals - Copier - Coi		001 000 512 General Fund	51.22	Copier Usage - Court
	518 10 45 00 Oper Rentals - Copier - No		001 000 518 General Fund	650.46	Copier Usage - City Hall
	531 50 45 00 Oper Rentals - Copier - Sto		415 000 531 Storm Drain	43.98	Copier Usage - Storm
	534 10 45 02 Oper Rentals - Copier - Wa		425 000 534 Water Fund (de	43.99	Copier Usage - Water
	535 10 45 00 Oper Rentals - Copier - Sev		430 000 535 Sewer Fund (de	43.99	Copier Usage - Sewer
	542 30 45 00 Oper Rentals - Copier - Str		101 000 542 City Street Fun	43.98	Copier Usage - Street
	571 10 45 01 Oper Rentals - Copier - Rec		001 000 571 General Fund	25.41	Copier Usage - Recreation

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	576 80 45 00	Oper Rentals - Copier - Par	001 000 576 General Fund	2.82	Copier Usage - Parks
15545	12/31/2017	12/31/2017 363	Corcoran, Colleen T	26.98	Annual Wellness Holiday Lunch Supplies (Menu: Taco Bar, Punch & Dessert)
	517 90 31 01	Health Program - Supplies	001 000 517 General Fund	26.98	Costco / Apple Pie, Caramel Cheesecake - Corcoran (Wellness Lunch Date: 12/15/17)
15546	12/31/2017	12/31/2017 363	Corcoran, Colleen T	159.89	Amazon.Com / Monitor, Wall Mount Bracket (For Court)
	512 50 35 00	Small Tools & Equip-Cour	001 000 512 General Fund	159.89	Amazon.Com / HP 17-Inch LCD Monitor & North Bayou TV Monitor Wall Mount Bracket W/Full Motion Articulating Swivel (For Court) - Corcoran "No City Credit Card Available" (SAA No. 1594)
15547	12/31/2017	12/31/2017 4714	D & M Embroidery	91.81	Fleece-Lined Knit Caps With Fircrest Police Logo (Quantity: 7)
	521 22 49 01	Uniforms/Clothing/Laundry	001 000 521 General Fund	91.81	Port & Company Fleece-Lined Knit Caps With Fircrest Police Logo Mini Patch Design Embroidered (Chief Cheesman, Bob Deal, Josh Miller, Victor Celis, Kevin Golliner, John Roberts & One Extra)
15548	12/31/2017	12/31/2017 3589	Databar Inc	2,143.68	Dec 2017 Utility Bills, Town Topics Inserts
	518 10 49 01	Town Topics	001 000 518 General Fund	49.85	Town Topics Inserts (Dec 2017)
	531 50 42 01	Postage - Storm	415 000 531 Storm Drain	265.90	Dec 2017 Utility Bills (Postage) - Storm
	531 50 49 06	Mailing Service - Storm	415 000 531 Storm Drain	432.04	Dec 2017 Utility Bills - Mailing Service
	534 10 42 01	Postage - Water	425 000 534 Water Fund (de	265.90	Dec 2017 Utility Bills (Postage) - Water
	534 10 49 06	Mailing Service - Water	425 000 534 Water Fund (de	432.04	Dec 2017 Utility Bills - Mailing Service
	535 10 42 02	Postage - Sewer	430 000 535 Sewer Fund (de	265.91	Dec 2017 Utility Bills (Postage) - Sewer
	535 10 49 05	Mailing Service - Sewer	430 000 535 Sewer Fund (de	432.04	Dec 2017 Utility Bills - Mailing Service
15549	12/31/2017	12/31/2017 3589	Databar Inc	370.49	Town Topics Separate Mailing (Dec 2017)
	518 10 49 01	Town Topics	001 000 518 General Fund	197.82	Town Topics Separate Mailing (Non-Utility) - Mailing Service
	518 10 49 01	Town Topics	001 000 518 General Fund	172.67	Town Topics Separate Mailing (Non-Utility) - Postage
15626	12/31/2017	12/31/2017 3589	Databar Inc	394.94	Dec 2017 Rate Increase Inserts
	531 50 49 06	Mailing Service - Storm	415 000 531 Storm Drain	131.64	Dec 2017 Rate Increase Inserts - Storm (Mailing Service)
	534 10 49 06	Mailing Service - Water	425 000 534 Water Fund (de	131.65	Dec 2017 Rate Increase Inserts - Water (Mailing Service)

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535 10 49 05	Mailing Service - Sewer	430 000 535	Sewer Fund (de	131.65	Dec 2017 Rate Increase Inserts - Sewer (Mailing Service)
15550	12/31/2017	12/31/2017	5859	92.14	Spanish Interpreter
512 50 41 03	Prof Srvs - Interpreter	001 000 512	General Fund	92.14	Spanish Interpreter (12/13/17 2 Hrs + Mileage) Case No. 7Z1133051
15627	12/31/2017	12/31/2017	5859	47.68	Arabic Interpreter
512 50 41 03	Prof Srvs - Interpreter	001 000 512	General Fund	47.68	Arabic Interpreter (11/29/17 1 Hr + Miles) Case No. 7Z1122969
15551	12/31/2017	12/31/2017	3748	5,691.33	2018 Environmental Calendars - Storm Water Education & Outreach
531 50 31 03	NPDES Public Outreach	415 000 531	Storm Drain	5,691.33	2018 Environmental Calendars (Printing & Postage)
15564	12/31/2017	12/31/2017	2696	59.00	1 Yr Library 2017
572 21 49 00	Library Services	001 000 572	General Fund	59.00	1 Yr Library 2017 / Judith Florence
15577	12/31/2017	12/31/2017	7230	210.00	Short Sleeve Shirt, Trousers - Officer John Roberts
521 22 49 01	Uniforms/Clothing/Laundry	001 000 521	General Fund	210.00	Wool Short Sleeve Shirt, Wool Trousers - Officer John Roberts
15578	12/31/2017	12/31/2017	3666	415.13	Ice Melt, All Purpose De-Icer, Emergency Blankets
518 30 31 04	Oper Sup/CH	001 000 518	General Fund	71.57	Ice Melt (12 - 12 Pound Jugs) - City Hall
548 65 48 08	O & M - Police	501 000 548	Equipment Ren	343.56	All Purpose De-Icer (12 - 12 Ounce Size) & Emergency Blankets (Package Of 10) - Police Vehicles
15628	12/31/2017	12/31/2017	3669	109.76	Desktop Speaker & Plug-In Power Supply Mount
521 22 49 04	CJF Programs	001 000 521	General Fund	109.76	Valcom V-763-BK Desktop Speaker With Volume Control & Valcom VP-624D Plug-In Power Supply Mount - Police Downstairs Officers Room "Speakers To Hear Dispatch"
15620	12/31/2017	12/31/2017	5141	11,752.20	Install Interface Carpet - Public Works
594 18 62 00	Building & Structures-Faci	001 000 518	General Fund	11,752.20	Install Interface Carpet - Public Works Offices & Hallway
15579	12/31/2017	12/31/2017	3692	56.02	Zinc Safety Hatchpost Hasp, Padlock, Armor Protect Wipes, Adapter, Liquidtite, Batteries
			Home Depot Credit Services		

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534 50 31 01	Oper Supplies - Water Mai	425 000 534	Water Fund (de	39.01	Zinc Safety Hatchpost Hasp, Padlock, Armor Protect Wipes - Water Tank Control Repairs
542 63 31 00	Oper Supplies - Street Ligh	101 000 542	City Street Fun	14.22	Batteries - Street Lights
542 80 31 04	Beautification-Supplies	101 000 542	City Street Fun	2.79	Adapter, Liquidtite - Island Repairs
15582	12/31/2017	12/31/2017	3692	45.98	Bottled Water (Quantity: 12 / Purifie 16.9 Fluid Oz.)
			Home Depot Credit Services		
535 80 31 00	Oper Supplies - Sewer Gen	430 000 535	Sewer Fund (de	45.98	Bottled Water (Quantity: 12 / Purifie 16.9 Fluid Oz.) - Public Works Crew
15679	12/31/2017	12/31/2017	334	20.79	Gym Fees Reimburse (Correction From Previous Claims)
			Joyce, Peter B		
521 22 20 00	Personnel Benefits - Police	001 000 521	General Fund	10.47	Gym Fees (Correction Jan, Feb, Mar) Balance Owing - Pete Joyce (See 05/23/17 Reimbursement)
521 22 20 00	Personnel Benefits - Police	001 000 521	General Fund	10.32	Gym Fees (Correction Apr, May, Jun) Balance Owing - Pete Joyce (See 09/12/17 Reimbursement)
15588	12/31/2017	12/31/2017	3751	510.61	P#47 Traffic Signal Safety (Through 11/25/17)
			KPG, PS		
595 10 63 08	Traffic Signal Grant P.E.	101 000 542	City Street Fun	510.61	P#47 Traffic Signal Safety Improvement (Professional Services 10/26/17 - 11/25/17)
15587	12/31/2017	12/31/2017	6089	92.85	EVOC Training Instruction - Non PIT (3) & EVOC Training Instruction - With PIT (2)
			Kitsap County Sheriff's Office		
521 22 49 02	Reg & Tuition - Police	001 000 521	General Fund	43.05	Emergency Vehicle Operators Course Instruction - Non PIT (Officer Dea, Officer Gollinger, Officer Joyce)
521 22 49 02	Reg & Tuition - Police	001 000 521	General Fund	49.80	Emergency Vehicle Operators Course Instruction - With PIT (Officer Celis, Officer Roberts)
15589	12/31/2017	12/31/2017	3791	19.11	Padlocks & Keys (Quantity: 8) - Water Tank Site
			Lowe's Company-#338954		
534 50 31 01	Oper Supplies - Water Mai	425 000 534	Water Fund (de	19.11	Master Padlocks & Keys (Quantity: 8) - Water Tank Site
15568	12/31/2017	12/31/2017	6777	75.00	Gym Fees Reimbursement (Oct, Nov, Dec 2017)
			Maenhout, Abbie		
513 10 20 00	Personnel Benefits	001 000 513	General Fund	37.50	Gym Fees (Oct, Nov, Dec 2017) - Abbie Maenhout "50% Administration Split"
524 20 20 00	Personnel Benefits - Buildi	001 000 524	General Fund	18.75	Gym Fees (Oct, Nov, Dec 2017) - Abbie Maenhout "25% Building Split"
558 60 20 00	Personnel Benefits - Planni	001 000 558	General Fund	18.75	Gym Fees (Oct, Nov, Dec 2017) - Abbie Maenhout "25% Planning Split"
15570	12/31/2017	12/31/2017	318	60.72	Walmart.Com / Digital Wall Clock
			Maenhout, Sherry L		

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521 22 35 00	Small Tools & Equip - Poli	001 000 521	General Fund	60.72	Walmart.Com / AcuRite 75100C Digital Wall Clock (Police) - Sherry Maenhout (SAA No. 1595)
15571	12/31/2017	12/31/2017	318	Maenhout, Sherry L	21.47 Fred Meyer / Sleigh Ride Volunteers Refreshments
521 22 49 07	Community Outreach	001 000 521	General Fund	21.47	Fred Meyer / Sleigh Ride Volunteers Refreshments (Coca Cola, Sprite, Pepsi, Rootbeer) - Sherry Maenhout
15565	12/31/2017	12/31/2017	7833	McKenna, Katie	59.00 1 Yr Library 2017
572 21 49 00	Library Services	001 000 572	General Fund	59.00	1 Yr Library 2017 / Katie McKenna
15590	12/31/2017	12/31/2017	6369	McLendon Hardware Inc (Tacoma)	37.41 Green Holiday Lights - Island
542 80 31 01	Operating Supplies - St Bea	101 000 542	City Street Fun	37.41	5MM LED Green Holiday Lights - Island "Replacing Lights That Had Shorted Out"
15618	12/31/2017	12/31/2017	6589	Murray, Smith & Associates Inc	2,056.78 P#45 Alameda Liftstation Upgrade Project: Task Order No. 2017-001
594 35 63 03	Project Engineering - Sewe	430 000 535	Sewer Fund (de	2,056.78	P#45 Alameda Liftstation Upgrade Project (Engineering Services Through 11/30/17)
15619	12/31/2017	12/31/2017	6589	Murray, Smith & Associates Inc	9,970.00 P#50 Drake Street Liftstation Design Phase: Task Order No. 2017-003
594 35 63 03	Project Engineering - Sewe	430 000 535	Sewer Fund (de	9,970.00	P#50 Drake Street Liftstation Design Phase (Engineering Services Through 11/30/17)
15629	12/31/2017	12/31/2017	2484	Nicholson, Scott	59.00 1 Yr Library 2017
572 21 49 00	Library Services	001 000 572	General Fund	59.00	1 Yr Library 2017 / Jill Nicholson
15572	12/31/2017	12/31/2017	3910	Office Depot	195.93 Central Office Supplies - City Hall
518 10 34 01	Central Office Supplies	001 000 518	General Fund	195.93	Storage Boxes, File Folders, Markers, Pencils, Legal Note Pads - City Hall
15591	12/31/2017	12/31/2017	3929	Owen Equipment Company	350.04 #60915D (Elgin Crosswind Sweeper) Intake Hood Repair Parts
548 65 48 13	O & M - Storm	501 000 548	Equipment Ren	350.04	#60915D (Elgin Crosswind Sweeper) Intake Hood Repair Parts: Brush Holder, Brush Seal
15573	12/31/2017	12/31/2017	3957	PC Budget & Finance	202.58 Dec 2017 Printing Charges
512 50 31 00	Office & Oper Supplies-Co	001 000 512	General Fund	202.58	Window Envelopes - Court

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15592	12/31/2017	12/31/2017	3957	PC Budget & Finance	34.00 Dec 2017 Recording Fees (Utility Liens)
531 50 49 00	Miscellaneous - Storm	415 000 531	Storm Drain	11.34	Dec 2017 Recording Fees (Utility Liens) - Storm
534 10 49 00	Miscellaneous - Water	425 000 534	Water Fund (de	11.33	Dec 2017 Recording Fees (Utility Liens) - Water
535 10 49 00	Miscellaneous - Sewer	430 000 535	Sewer Fund (de	11.33	Dec 2017 Recording Fees (Utility Liens) - Sewer
15639	12/31/2017	12/31/2017	3957	PC Budget & Finance	353.26 Dec 2017 Printing Charges
512 50 31 00	Office & Oper Supplies-Co	001 000 512	General Fund	353.26	Order Of Release Forms, Infraction Orders - Court
15593	12/31/2017	12/31/2017	3961	PCRCD, LLC dba LRI-HV	871.95 Street Sweepings
531 50 47 01	Dumping Fees - Storm	415 000 531	Storm Drain	871.95	Street Sweepings (11/02/17 - 11/28/17) Net Weight 31.76 "Waste Disposal"
15594	12/31/2017	12/31/2017	3937	Pape & Sons Construction Inc	37,116.47 P#52 Weathervane Emergency Repairs (11/17/17 - 12/07/17)
594 34 63 01	Other Improvements - Wat	425 000 534	Water Fund (de	37,116.47	P#52 Weathervane Emergency Repairs (11/17/17 - 12/07/17) Labor & Equipment / Watermain @1500 Block Weathervane
15574	12/31/2017	12/31/2017	3955	Petrocard Systems Inc	122.42 Gas / Fuel
548 65 31 12	Street Gas	501 000 548	Equipment Ren	15.30	Diesel Fuel - Street
548 65 31 13	Storm Gas	501 000 548	Equipment Ren	15.30	Diesel Fuel - Storm
548 65 31 14	Wtr/Swr Gas	501 000 548	Equipment Ren	91.82	Diesel Fuel - Wtr / Swr
15669	12/31/2017	12/31/2017	3956	Petty Cash-Corcoran	106.15 Reimburse 12/31/17
517 90 31 01	Health Program - Supplies	001 000 517	General Fund	24.53	Fruit, Granola Bars (Costco) Healthy Decisions Wellness Video Screening
517 90 31 01	Health Program - Supplies	001 000 517	General Fund	14.29	Storage Bins (Fred Meyer) Wellness Supplies
518 10 42 01	Postage - Non-Dept	001 000 518	General Fund	8.50	Return Broken Phone To Tri-Tech (U.S. Post Office) Non-Dept Postage "City Hall"
535 50 31 01	Oper Supplies - Sewer Mai	430 000 535	Sewer Fund (de	16.74	Vinyl Tubing, Connectors (Home Depot) Alameda Liftstation
571 10 31 02	Senior Supplies	001 000 571	General Fund	11.01	Christmas Trees, Tinsel Garland, Bows With Bells, Batteries, Lights, Tree Skirt, Drape, Tinsel Figures (Dollar Tree) Senior Holiday Party
571 10 31 02	Senior Supplies	001 000 571	General Fund	21.30	Sparkling Cider, Rootbeer, Pepsi, Classic Coke, Vanilla Coke, Cake (Fred Meyer) Senior Holiday Party
573 90 49 01	Community Events	001 000 573	General Fund	9.78	Wreaths, Poster Board (Dollar Tree) Holiday Bazaar
15575	12/31/2017	12/31/2017	7839	Pingel, Scott	20.00 Meeting Registration "West Side Wake Up!" - Attendees (2) City Manager & Mayor

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513 10 49 01	Reg & Tuition - Admin	001 000 513	General Fund	20.00	Tacoma-Pierce County Chamber Of Commerce Meeting Registration "West Side Wake Up!" (Date: 01/26/18) City Manager & Mayor - Scott Pingel
15622	12/31/2017	12/31/2017	3986	276.02	Dec 2017 City Hall
518 30 47 00	Public Utility Services - Ci	001 000 518	General Fund	276.02	PSE Gas - City Hall
15623	12/31/2017	12/31/2017	3986	985.73	Dec 2017 Parks
576 80 47 00	Public Utility Services - Pa	001 000 576	General Fund	985.73	PSE Gas - Parks
15624	12/31/2017	12/31/2017	3986	58.19	Dec 2017 Public Works
531 50 47 02	Public Utility Services/Bldg	415 000 531	Storm Drain	14.55	PSE Gas - Storm
534 10 47 00	Utility Services/Building -	425 000 534	Water Fund (de	14.55	PSE Gas - Water
535 10 47 00	Utility Services/Building -	430 000 535	Sewer Fund (de	14.55	PSE Gas - Sewer
542 30 47 02	Electricity & Gas/Bldg - St	101 000 542	City Street Fun	14.54	PSE Gas - Street
15611	12/31/2017	12/31/2017	4004	2,000.00	#15690704 Meter Refill
518 10 42 01	Postage - Non-Dept	001 000 518	General Fund	2,000.00	#15690704 Meter Refill (Pitney Bowes)
15569	12/31/2017	12/31/2017	337	69.99	Eyewear Reimburse
521 22 20 00	Personnel Benefits - Police	001 000 521	General Fund	69.99	Eyewear Reimburse - Chris Roberts
15630	12/31/2017	12/31/2017	7820	15.00	Gym Fees Reimburse (Dec 2017)
521 22 20 00	Personnel Benefits - Police	001 000 521	General Fund	15.00	Gym Fees (Dec 2017) - John Roberts
15595	12/31/2017	12/31/2017	4031	206.32	Ammunition (1 Case / 500 Rounds)
521 22 31 00	Office & Oper Supplies - P	001 000 521	General Fund	206.32	Ammunition (1 Case / 500 Rounds) "Federal American Eagle .223"
15596	12/31/2017	12/31/2017	4031	247.28	Ammunition (1 Case / 1,000 Rounds)
521 22 31 00	Office & Oper Supplies - P	001 000 521	General Fund	247.28	Ammunition (1 Case / 1,000 Rounds) "CCI Speer Lawman 124 Grain 9MM"
15631	12/31/2017	12/31/2017	6350	2,103.00	On-Call GIS Support (Nov/Dec 2017)
531 50 41 00	Prof Svcs - Storm	415 000 531	Storm Drain	420.60	On-Call GIS Support (Nov/Dec 2017) - Storm
534 10 41 00	Prof Svcs - Water	425 000 534	Water Fund (de	420.60	On-Call GIS Support (Nov/Dec 2017) - Water
535 10 41 00	Prof Svcs - Sewer	430 000 535	Sewer Fund (de	420.60	On-Call GIS Support (Nov/Dec 2017) - Sewer
542 30 41 00	Prof Svcs - Street	101 000 542	City Street Fun	420.60	On-Call GIS Support (Nov/Dec 2017) - Street
558 60 41 00	Prof Svcs - Planning	001 000 558	General Fund	420.60	On-Call GIS Support (Nov/Dec 2017) - Planning
15597	12/31/2017	12/31/2017	7308	99.00	WordPress Managed Hosting (12/15/17)
			SiteCrafting Inc		

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518 81 41 02	Web Design & Maintenanc	001 000 518	General Fund	99.00	WordPress Managed Hosting (Bill Date: 12/15/17) "cityoffircrest.net"
15615	12/31/2017	12/31/2017	7728	29.50	1/2 Library 2017
572 21 49 00	Library Services	001 000 572	General Fund	29.50	1/2 Library 2017 / Peter Sorensen
15635	12/31/2017	12/31/2017	4690	1,613.98	12/01/17 - 12/31/17
524 20 41 01	Bldg Inspec/Plan Review	001 000 524	General Fund	1,613.98	12/01/17 - 12/31/17
15640	12/31/2017	12/31/2017	5304	25,032.50	3rd Qtr 2017 Communications / Core Services
521 22 51 02	Dispatching - Lesa	001 000 521	General Fund	18,072.50	3rd Qtr 2017 Communications (07/01/17 - 09/30/17)
521 22 51 05	Charges - Lesa	001 000 521	General Fund	6,960.00	3rd Qtr 2017 Core Services (07/01/17 - 09/30/17)
15641	12/31/2017	12/31/2017	5304	25,032.50	4th Qtr 2017 Communications / Core Services
521 22 51 02	Dispatching - Lesa	001 000 521	General Fund	18,072.50	4th Qtr 2017 Communications (10/01/17 - 12/31/17)
521 22 51 05	Charges - Lesa	001 000 521	General Fund	6,960.00	4th Qtr 2017 Core Services (10/01/17 - 12/31/17)
15598	12/31/2017	12/31/2017	4084	91.55	Toner Cartridges - Court
512 50 31 00	Office & Oper Supplies-Co	001 000 512	General Fund	91.55	Brother TN450 Toner (1), Brother TN350 Toner (1) - Court
15599	12/31/2017	12/31/2017	4084	142.89	Padfolios, Chairmat, Logitech Mouse, Gel Pens, Post-It Page Markers
524 20 31 00	Office & Oper Supplies-Bld	001 000 524	General Fund	33.19	Padfolios, Logitech Mouse, Gel Pens, Post-It Page Markers (Building Split)
524 20 35 00	Small Tools & Equip - Bldg	001 000 524	General Fund	38.25	46x60 Medium Pile Rectangle Chairmat (Building Split) SAA No. 1596
558 60 31 00	Office & Oper Supplies-Pla	001 000 558	General Fund	33.20	Padfolios, Logitech Mouse, Gel Pens, Post-It Page Markers (Planning Split)
558 60 35 00	Small Tools & Equip - Plar	001 000 558	General Fund	38.25	46x60 Medium Pile Rectangle Chairmat (Planning Split) SAA No. 1596
15636	12/31/2017	12/31/2017	4084	562.05	W-2 Forms, 1099 Forms, Blue Data Binders, 3-Tier File Hanger, Erasable Wall Calendars, Parchment Cotton Paper, Gel Refill Pens, Electronics Duster, Liquid Paper, File Boxes, Batteries, Post-Its, Tape
513 10 31 00	Office & Oper Supplies - A	001 000 513	General Fund	42.95	Parchment Cotton Paper - Administration
514 23 31 00	Office & Oper Supplies-Fir	001 000 514	General Fund	246.89	W-2 Forms, 1099 Forms, Blue Data Binders - Finance

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518 10 34 01			Central Office Supplies	001 000 518 General Fund	227.62 Gel Refill Pens, Electronics Duster, Liquid Paper, File Boxes, Batteries, Post-Its, Tape - Central Supplies
521 22 31 00			Office & Oper Supplies - P	001 000 521 General Fund	44.59 Erasable Wall Calendars, 3-Tier Wall Hanger -
15638	12/31/2017	12/31/2017	4084	Staples Business Advantage	131.87 Office Chair - City Clerk (Jessica Nappi)
518 11 35 00			Small Tools & Equip - Pers	001 000 518 General Fund	131.87 Hyken Technical Black Task Chair MFR #23481CC - City Clerk (Jessica Nappi) SAA No. 1597
15600	12/31/2017	12/31/2017	4090	State Of Washington	418.50 Jan - Dec 2017 State Building Code
586 10 00 00			Agency Funds - Building	655 000 580 Agency Fund/B	418.50 Jan - Dec 2017 State Building Code
15601	12/31/2017	12/31/2017	7885	Stop Stik Ltd	518.72 #49845D (2009 Crown Victoria) Stop Stick Rack Kit
521 22 49 04			CJF Programs	001 000 521 General Fund	518.72 #49845D (2009 Crown Victoria) 9-Foot Stop Stick Rack Kit - Red
15602	12/31/2017	12/31/2017	7885	Stop Stik Ltd	1,022.07 #49844D (2009 Crown Victoria) & #AEU1101 (Chevy Impala) Stop Stick Rack Kits
521 22 49 04			CJF Programs	001 000 521 General Fund	511.04 #49844D (2009 Crown Victoria) 9-Foot Stop Stick Rack Kit - Red
521 22 49 04			CJF Programs	001 000 521 General Fund	511.03 #AEU1101 Chevy Impala) 9-Foot Stop Stick Rack Kit - Red
15603	12/31/2017	12/31/2017	4106	Sullivan, Jean I.	29.50 1/2 Library 2017
572 21 49 00			Library Services	001 000 572 General Fund	29.50 1/2 Library 2017 / Jean Sullivan
15604	12/31/2017	12/31/2017	4107	Summit Law Group	312.00 November 2017
518 11 41 00			Prof Svcs - Personnel	001 000 518 General Fund	56.00 November 2017 Legal Counseling (Review Consultant Agreement & Advise Changes Needed) - Personnel
521 22 41 00			Prof. Services/Consulting	001 000 521 General Fund	256.00 November 2017 Legal Counseling (Review & Revise Response To Guild, Telephone Call With Interim City Manager Bill McDonald & Telephone Call With City Clerk Regarding Brady List) - Police
15580	12/31/2017	12/31/2017	4110	Superior Linen Service	70.30 12/07/17 Exchange Service
576 80 49 00			Miscellaneous - Parks	001 000 576 General Fund	70.30 12/07/17 Exchange Service
15581	12/31/2017	12/31/2017	4110	Superior Linen Service	70.30 12/21/17 Exchange Service
576 80 49 00			Miscellaneous - Parks	001 000 576 General Fund	70.30 12/21/17 Exchange Service

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15672	12/31/2017	12/31/2017	4120	Tacoma Daily Index	36.09 Ordinance 1599
	511 60 41 01	Advertising - Legislative	001 000 511 General Fund	36.09	Ordinance 1599
15673	12/31/2017	12/31/2017	4120	Tacoma Daily Index	80.78 Ordinance 1600
	511 60 41 01	Advertising - Legislative	001 000 511 General Fund	80.78	Ordinance 1600
15674	12/31/2017	12/31/2017	4120	Tacoma Daily Index	55.00 Ordinance 1603
	511 60 41 01	Advertising - Legislative	001 000 511 General Fund	55.00	Ordinance 1603
15675	12/31/2017	12/31/2017	4120	Tacoma Daily Index	94.53 Ordinance 1606
	511 60 41 01	Advertising - Legislative	001 000 511 General Fund	94.53	Ordinance 1606
15676	12/31/2017	12/31/2017	4120	Tacoma Daily Index	46.41 Public Hearing - Solid Waste Rates
	511 60 41 01	Advertising - Legislative	001 000 511 General Fund	46.41	Public Hearing - Solid Waste Rates
15605	12/31/2017	12/31/2017	4135	Tacoma Screw Products Inc	41.85 Tapping Screws (30), Aluminum Angle Stock (2)
	542 30 31 02	Oper Supplies - Street Reg	101 000 542 City Street Fun	41.85	Tapping Screws (30), Aluminum Angle Stock (2) - Traffic Island Repairs @Orchard / Regents
15576	12/31/2017	12/31/2017	327	Thomas, Ann Michelle	104.00 BIAS Deep Dives "F/S Training" / Meals, Gas Reimburse (City Car #62853D)
	514 23 43 00	Travel - Finance	001 000 514 General Fund	70.00	BIAS Deep Dives "F/S Training" / Meals - Michelle Thomas (10/09/17 - 10/11/17) Spokane, WA
	548 65 31 05	Non-Dept Gas	501 000 548 Equipment Ren	34.00	BIAS Deep Dives "F/S Training" / Gas - Michelle Thomas (10/10/17) Spokane, WA "City Car #62853D (2017 Ford Escape) - Non-Dept"
15614	12/31/2017	12/31/2017	6749	Tri-Tec Communications Inc	273.65 Mitel 5340e Replacement Phone - Sue Lockard's Area (Shipped 12/21/17) "Phone Will Not Boot Up" Bad Phone Must Be Returned Within Two Weeks, Or The Full Amount Of The Phone Will Be Billed.
	548 65 48 12	O & M - Street	501 000 548 Equipment Ren	68.41	Mitel 5340e Phone - Sue Lockard (Street Split)
	548 65 48 13	O & M - Storm	501 000 548 Equipment Ren	68.41	Mitel 5340e Phone - Sue Lockard (Storm Split)
	548 65 48 14	O & M - Wtr/Swr	501 000 548 Equipment Ren	136.83	Mitel 5340e Phone - Sue Lockard (Wtr / Swr Split)
15616	12/31/2017	12/31/2017	4178	University Place Refuse Inc	1,170.25 Drop Box Charges, Street Sweepings
	531 50 47 01	Dumping Fees - Storm	415 000 531 Storm Drain	1,170.25	Drop Box Charges, Street Sweepings
15567	12/31/2017	12/31/2017	4850	Uptown Printing & Graphics Inc	527.52 Accounts Payable Checks

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514 23 49 02	Printing & Binding - Finan		001 000 514 General Fund	527.52	Accounts Payable Checks (4,000 Qty)
15632	12/31/2017	12/31/2017	4180	20.02	Dec 2017 Locates
534 10 49 00	Miscellaneous - Water		425 000 534 Water Fund (de	10.01	Dec 2017 Locates - Water
535 10 49 00	Miscellaneous - Sewer		430 000 535 Sewer Fund (de	10.01	Dec 2017 Locates - Sewer
15670	12/31/2017	12/31/2017	4188	570.93	Share Plan (14 Phones)
513 10 35 00	Small Tools & Equip - Adr		001 000 513 General Fund	219.79	Administration - Equipment Charges: Upgraded City Manager's Cell Phone From Samsung Flip To Google Pixel XL 32 GB
513 10 42 00	Communication - Admin		001 000 513 General Fund	106.09	Administration - City Manager (Upgraded Phone Plan Includes Nationwide Email & Data 400)
518 30 42 00	Communication - Fac/Equi		001 000 518 General Fund	39.10	Facilities - (3) Staff
521 22 42 00	Communication - Police		001 000 521 General Fund	191.24	Police - Chief, Sergeant, (7) Officers
576 80 42 00	Communication - Parks		001 000 576 General Fund	14.71	Parks - Maintenance Supervisor
15566	12/31/2017	12/31/2017	2418	59.00	1 Yr Library 2017
572 21 49 00	Library Services		001 000 572 General Fund	59.00	1 Yr Library 2017 / Jennifer Vigoren
15552	12/31/2017	12/31/2017	339	246.15	Galls / Narcotic Test Kits (Quantity: 2)
521 22 49 04	CJF Programs		001 000 521 General Fund	123.08	#49844D (2009 Crown Victoria) Narcotic Test Kit - Reimburse Villamor
521 22 49 04	CJF Programs		001 000 521 General Fund	123.07	#49845D (2009 Crown Victoria) Narcotic Test Kit - Reimburse Villamor
15553	12/31/2017	12/31/2017	339	287.46	Galls / Rescue Cyclone Valve Masks (3) & Deluxe Self-Contained Breathing Apparatus"SCBA" Mask Bags (3) - #AEU1101, #49844D, #49845D
521 22 49 04	CJF Programs		001 000 521 General Fund	16.70	#AEU1101 (Chevy Impala) Rescue Cyclone Valve Mask - Reimburse Villamor
521 22 49 04	CJF Programs		001 000 521 General Fund	79.12	#AEU1101 (Chevy Impala) SCBA Deluxe Mask Bag - Reimburse Villamor
521 22 49 04	CJF Programs		001 000 521 General Fund	16.70	#49844D (2009 Crown Victoria) Rescue Cyclone Valve Mask - Villamor
521 22 49 04	CJF Programs		001 000 521 General Fund	79.12	#49844D (2009 Crown Victoria) SCBA Deluxe Mask Bag - Reimburse Villamor
521 22 49 04	CJF Programs		001 000 521 General Fund	16.70	#49845D (2009 Crown Victoria) Rescue Cyclone Valve Mask - Reimburse Villamor
521 22 49 04	CJF Programs		001 000 521 General Fund	79.12	#49845D (2009 Crown Victoria) SCBA Deluxe Mask Bag - Reimburse Villamor
15554	12/31/2017	12/31/2017	339	61.00	Ebay / Evidence Markers (Quantity 2) #AEU1101, #49844D

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	521 22 35 00	Small Tools & Equip - Poli	001 000 521 General Fund	30.50	#AEU1101 (Chevy Impala) Ebay / Evidence Marker "Yellow Plastic Tent Style Marker" For Chief's Vehicle - Reimburse Villamor
	521 22 35 00	Small Tools & Equip - Poli	001 000 521 General Fund	30.50	#49844D (2009 Crown Victoria) Ebay / Evidence Marker "Yellow Plastic Tent Style Marker" For Sergeant's Vehicle - Reimburse Villamor
15555	12/31/2017	12/31/2017	339 Villamor, John	39.92	Ebay / Rapid One Hand Application Tourniquets (Quantity: 4)
	521 22 31 00	Office & Oper Supplies - P	001 000 521 General Fund	39.92	Ebay / Rapid One Hand Application Tourniquets (Quantity: 4) "Chief Cheesman, Officer Deal, Officer Joyce, Sergeant Villamor" - Reimburse Villamor
15556	12/31/2017	12/31/2017	339 Villamor, John	49.95	Ebay / One Hand Combat Application Tourniquets "CAT" (Quantity: 5)
	521 22 31 00	Office & Oper Supplies - P	001 000 521 General Fund	49.95	Ebay / One Hand Combat Tourniquets (Quantity: 5) "Officer Celis, Officer Gollinger, Officer Miler, Officer C. Roberts, Officer J. Roberts" - Reimburse Villamor
15557	12/31/2017	12/31/2017	339 Villamor, John	257.15	Galls/ Narcotic Test Kit (1), Big Easy Carrying Case (1), Barrier Tape "Police Line Do Not Cross" (10 Rolls)
	521 22 31 00	Office & Oper Supplies - P	001 000 521 General Fund	123.08	Galls/ Narcotic Test Kit (1) - Reimburse Villamor
	521 22 31 00	Office & Oper Supplies - P	001 000 521 General Fund	96.71	Galls / Barrier Tape "Police Line Do Not Cross" (10 Rolls) - Reimburse Villamor
	521 22 35 00	Small Tools & Equip - Poli	001 000 521 General Fund	37.36	Galls / Big Easy Carrying Case (1) - Reimburse Villamor
15558	12/31/2017	12/31/2017	339 Villamor, John	265.90	Galls / Big Easy Carrying Cases (Quantity: 5), Rescue Cyclone Valve Mask (1)
	521 22 49 04	CJF Programs	001 000 521 General Fund	37.36	#AEU1101 (Chevy Impala) Big Easy Carrying Case - Reimburse Villamor
	521 22 49 04	CJF Programs	001 000 521 General Fund	37.36	#49844D (2009 Crown Victoria) Big Easy Carrying Case - Reimburse Villamor
	521 22 49 04	CJF Programs	001 000 521 General Fund	37.36	#49845D (2009 Crown Victoria) Big Easy Carrying Case - Reimburse Villamor
	521 22 49 04	CJF Programs	001 000 521 General Fund	37.35	#52951D (2011 Crown Victoria) Big Easy Carrying Case - Reimburse Villamor
	521 22 49 04	CJF Programs	001 000 521 General Fund	37.35	#60942D (2016 Interceptor) Big Easy Carrying Case - Reimburse Villamor

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521 22 49 04	CJF Programs		001 000 521 General Fund	79.12	#AEU1101 Rescue Cyclone Valve Mask - Reimburse Villamor
15559	12/31/2017	12/31/2017	339 Villamor, John	268.12	Galls / Big Easy Lockout Tool Kits (3), Big Easy Carrying Case (1)
521 22 49 04	CJF Programs		001 000 521 General Fund	37.36	#52952D (2011 Crown Victoria) Big Easy Carrying Case - Reimburse Villamor
521 22 49 04	CJF Programs		001 000 521 General Fund	76.92	#AEU1101 (Chevy Impala) Big Easy Lockout Took Kit - Reimburse Villamor
521 22 49 04	CJF Programs		001 000 521 General Fund	76.92	#49844D (2009 Crown Victoria) Big Easy Lockout Tool Kit - Reimburse Villamor
521 22 49 04	CJF Programs		001 000 521 General Fund	76.92	#60942D (2016 Interceptor) Big Easy Lockout Tool Kit - Reimburse Villamor
15560	12/31/2017	12/31/2017	339 Villamor, John	26.35	Fred Meyer / Traffic Safety Flares (Quantity: 12)
521 22 31 00	Office & Oper Supplies - P		001 000 521 General Fund	26.35	Fred Meyer / Traffic Safety Flares (Quantity: 12) - Reimburse Villamor
15561	12/31/2017	12/31/2017	339 Villamor, John	61.57	Lowes / Traffic Cones (Quantity: 4)
521 22 35 00	Small Tools & Equip - Poli		001 000 521 General Fund	61.57	Lowes / Traffic Cones (Quantity: 4) - Reimburse Villamor
15562	12/31/2017	12/31/2017	339 Villamor, John	41.82	Eyewear Reimburse
521 22 20 00	Personnel Benefits - Police		001 000 521 General Fund	41.82	Eyewear Reimburse - John Villamor
15563	12/31/2017	12/31/2017	339 Villamor, John	171.18	Gym Fees Reimbursement (Jan - Dec 2017)
521 22 20 00	Personnel Benefits - Police		001 000 521 General Fund	171.18	Gym Fees (Jan - Dec 2017) - Villamor (100% Police)
15633	12/31/2017	12/31/2017	339 Villamor, John	19.80	#49588D (2009 Crown Victoria) Wiper Blades "City Of Dupont Loaner Vehicle"
548 65 48 08	O & M - Police		501 000 548 Equipment Ren	19.80	#49588D (2009 Crown Victoria) Wiper Blades (2) "City Of Dupont Loaner Vehicle" - John Villamor
15610	12/31/2017	12/31/2017	6270 WR McDonald Company	104.41	Service Call: Troubleshoot Power Problem - Public Safety Building (12/15/17)
518 30 48 04	Rep & Maint - PSB		001 000 518 General Fund	104.41	Service Call: Troubleshoot Power Problem - Public Safety Building (12/15/17) " Generator Turned On, Traced Power Outage To Tacoma Power Pole"
15606	12/31/2017	12/31/2017	4229 Washington State Patrol	600.00	4th Qtr 2017 Access User Fee
521 22 51 03	WACIC/NCIC		001 000 521 General Fund	600.00	4th Qtr 2017 Access User Fee

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15607	12/31/2017	12/31/2017	4231	Water Mgmt Labs Inc	24.00 Coliform
	534 80 41 00	Water Testing	425 000 534	Water Fund (de	24.00 Coliform
15608	12/31/2017	12/31/2017	7511	Wesco Autoboy Supply Inc	26.42 Air Hose, Plug Fitting, Coupler - Police Air Compressor Parts
	518 30 31 02	Oper Sup/PSB Bldg	001 000 518	General Fund	26.42 Air Hose, Plug Fitting, Coupler - Police Air Compressor Parts
15667	12/31/2017	12/31/2017	4237	West Coast Paper	960.09 Copy Machine Paper
	518 10 34 01	Central Office Supplies	001 000 518	General Fund	960.09 Copy Machine Paper (240 Reams)
15609	12/31/2017	12/31/2017	4246	Whistle Workwear	193.20 Gridwork 6" Boots, Relaxed Fit Carpenter Jeans - Bryce Wakefield
	531 50 20 01	Contract Benefits - Storm	415 000 531	Storm Drain	48.30 Work Boots, Work Pants - Bryce Wakefield (Storm Split)
	534 10 20 01	Contract Benefits - Wtr Ad	425 000 534	Water Fund (de	48.30 Work Boots, Work Pants - Bryce Wakefield (Water Split)
	535 10 20 01	Contract Benefits - Swr Ad	430 000 535	Sewer Fund (de	48.30 Work Boots, Work Pants - Bryce Wakefield (Sewer Split)
	542 30 20 01	Contract Benefits - Street R	101 000 542	City Street Fun	48.30 Work Boots, Work Pants - Bryce Wakefield (Street Split)
15668	12/31/2017	12/31/2017	3645	Wright Express FSC, WEX BANK	2,426.91 Gas / Fuel
	548 65 31 05	Non-Dept Gas	501 000 548	Equipment Ren	24.43 Non-Dept Gas
	548 65 31 06	Facilities Gas	501 000 548	Equipment Ren	50.82 Facilities Gas
	548 65 31 08	Police Gas	501 000 548	Equipment Ren	1,343.92 Police Gas
	548 65 31 11	Parks/Rec Gas	501 000 548	Equipment Ren	166.18 Parks Gas
	548 65 31 12	Street Gas	501 000 548	Equipment Ren	481.67 Street Gas
	548 65 31 14	Wtr/Swr Gas	501 000 548	Equipment Ren	359.89 Wtr / Swr Gas

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Fund

001 General Fund	83,276.56
101 City Street Fund	2,252.28
415 Storm Drain	9,118.95
425 Water Fund (department)	57,570.55
430 Sewer Fund (department)	13,484.95
501 Equipment Rental Fund	3,870.20
655 Agency Fund/Bdg Permit	418.50

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REMARKS:

Signature & Title

Date

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15644	01/09/2018	01/09/2018	4297	AWC Drug & Alcohol Consortium	591.00 2018 Annual Membership & Random Testing Fees
	518 11 41 02 Drug & Alcohol - Personne		001 000 518 General Fund	591.00	2018 Annual Membership & Random Testing Fees
15645	01/09/2018	01/09/2018	4296	AWC	4,311.00 2018 Membership Fee
	511 60 49 01 A.W.C. Dues		001 000 511 General Fund	4,311.00	2018 Membership Fee
15646	01/09/2018	01/09/2018	7418	Alarm Center Inc	348.00 2018 Annual Monitoring - City Hall
	518 30 48 02 Rep & Maint - City Hall		001 000 518 General Fund	348.00	2018 Annual Monitoring - City Hall (Monitoring Fees 01/01/18 - 12/31/18)
15647	01/09/2018	01/09/2018	7418	Alarm Center Inc	348.00 2018 Annual Monitoring - Community Center
	518 30 48 01 Rep & Maint - Rec Bldg		001 000 518 General Fund	348.00	2018 Annual Monitoring - Community Center (Monitoring Fees 01/01/18 - 12/31/18)
15648	01/09/2018	01/09/2018	6811	Alarm Works NW LLC	420.00 2018 Annual Monitoring - Public Safety Building
	518 30 48 04 Rep & Maint - PSB		001 000 518 General Fund	420.00	2018 Annual Monitoring - Public Safety Building (01/01/18 - 12/31/18)
15649	01/09/2018	01/09/2018	130	Allen, Joanne	59.00 1 Yr Library 2018
	572 21 49 00 Library Services		001 000 572 General Fund	59.00	1 Yr Library 2018 / Joanne Allen
15643	01/09/2018	01/09/2018	4707	Bias Software	9,266.30 2018 Annual Service Contract
	548 65 48 04 O & M - Finance		501 000 548 Equipment Ren	1,773.58	Finance Essentials - Finance
	548 65 48 04 O & M - Finance		501 000 548 Equipment Ren	1,889.24	Payroll Essentials - Finance
	548 65 48 04 O & M - Finance		501 000 548 Equipment Ren	1,645.05	Cash Receipting Essentials - Finance
	548 65 48 09 O & M - Building		501 000 548 Equipment Ren	1,593.65	Building Essentials - Building
	548 65 48 13 O & M - Storm		501 000 548 Equipment Ren	788.26	Utilities Essentials - Storm
	548 65 48 14 O & M - Wtr/Swr		501 000 548 Equipment Ren	788.26	Utilities Essentials - Water
	548 65 48 14 O & M - Wtr/Swr		501 000 548 Equipment Ren	788.26	Utilities Essentials - Sewer
15650	01/09/2018	01/09/2018	5479	Bray, Derek	59.00 1 Yr Library 2018
	572 21 49 00 Library Services		001 000 572 General Fund	59.00	1 Yr Library 2018 / Holly Bray
15651	01/09/2018	01/09/2018	3994	CenturyLink	66.99 DSL Line / Telemetry
	534 10 42 00 Communication - Water		425 000 534 Water Fund (de	33.49	DSL Line / Telemetry - Water
	535 10 42 01 Communication - Sewer		430 000 535 Sewer Fund (de	33.50	DSL Line / Telemetry - Sewer
15652	01/09/2018	01/09/2018	4324	City Treasurer-City of Tacoma	53,478.00 Jan 2018 Fire / EMS
	522 20 50 00 Tacoma Contract - Fire		001 000 522 General Fund	26,303.58	Jan 2018 Fire

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Pay #	Received	Date Due	Vendor	Amount	Memo
	522 20 51 00	Tacoma Contract - EMS	001 000 522 General Fund	27,174.42	Jan 2018 EMS
15665	01/09/2018	01/09/2018	4322 City of Tacoma - Utilities	189.04	Power / Various Locations
	534 80 47 01	Utility Services/Pumping	425 000 534 Water Fund (de	117.89	
	535 80 47 01	Utility Services/Pumping	430 000 535 Sewer Fund (de	71.15	
15666	01/04/2018	01/09/2018	2989 Clark, Donna Jean	145.63	07-00062.5 - 101 BIRCH ST
	343 10 00 00	Storm Drain Fees & Charge	415 000 340 Storm Drain	-29.86	
	343 40 00 00	Sale Of Water	425 000 340 Water Fund (de	-34.77	
	343 50 00 00	Sewer Revenues	430 000 340 Sewer Fund (de	-81.00	
15671	01/09/2018	01/09/2018	3573 Copiers Northwest Inc	133.10	Laserjet Printer Rentals (12/28/17 - 01/28/18) & Copier Usage (11/28/17 - 12/28/17) Police
	521 22 45 00	Oper Rentals - Copier - Pol	001 000 521 General Fund	74.01	Laserjet Printer Rentals (12/28/17 - 01/28/18) Police
	521 22 45 00	Oper Rentals - Copier - Pol	001 000 521 General Fund	17.87	Police Upstairs Office (11/28/17 - 12/28/17) Black
	521 22 45 00	Oper Rentals - Copier - Pol	001 000 521 General Fund	3.03	Chief's Office Area (11/28/17 - 12/28/17) Black
	521 22 45 00	Oper Rentals - Copier - Pol	001 000 521 General Fund	38.19	Chief's Office Area (11/28/17 - 12/28/17) Color
15653	01/09/2018	01/09/2018	4603 DMCJA	250.00	2018 Dues / Judge Miller
	512 50 49 02	Dues,Memberships,Subscri	001 000 512 General Fund	250.00	2018 Dues / Judge Miller
15654	01/09/2018	01/09/2018	3585 DMCMA	150.00	2018 Dues
	512 50 49 02	Dues,Memberships,Subscri	001 000 512 General Fund	150.00	2018 Regular Membership - Kristi Perry (Employed By A Court Of Limited Jurisdiction In A Management Position)
15663	01/04/2018	01/09/2018	1148 Dietz, Robert	43.11	01-01410.2 - 323 SUMMIT AVE
	343 10 00 00	Storm Drain Fees & Charge	415 000 340 Storm Drain	-13.45	
	343 40 00 00	Sale Of Water	425 000 340 Water Fund (de	-15.33	
	343 50 00 00	Sewer Revenues	430 000 340 Sewer Fund (de	-14.33	
15655	01/09/2018	01/09/2018	3638 Fircrest Golf Club	1,250.00	Golf Tank Land Rental
	534 10 45 01	Land Rental/Water Tank	425 000 534 Water Fund (de	1,250.00	Golf Tank Land Rental (Jan 2018)
15664	01/04/2018	01/09/2018	6719 Foy, Kylee	167.92	07-00235.1 - 133 WILD ROSE ST
	343 10 00 00	Storm Drain Fees & Charge	415 000 340 Storm Drain	-34.43	
	343 40 00 00	Sale Of Water	425 000 340 Water Fund (de	-40.10	
	343 50 00 00	Sewer Revenues	430 000 340 Sewer Fund (de	-93.39	
15677	01/09/2018	01/09/2018	6927 Hollensbe*, Heath	122.00	03-01910.5 - 406 BERKELEY AVE
	343 10 00 00	Storm Drain Fees & Charge	415 000 340 Storm Drain	-25.02	Refund Duplicate Payment - Storm

ACCOUNTS PAYABLE

City Of Fircrest
MCAG #: 0583

As Of: 01/09/2018

Time: 13:54:48 Date: 01/05/2018

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Accts

Pay #	Received	Date Due	Vendor	Amount	Memo
	343 40 00 00 Sale Of Water		425 000 340 Water Fund (de	-29.13	Refund Duplicate Payment - Water
	343 50 00 00 Sewer Revenues		430 000 340 Sewer Fund (de	-67.85	Refund Duplicate Payment - Sewer
15656	01/09/2018	01/09/2018	7893 ICMA Membership Payments	864.00	2018 Annual Membership - City Manager
	513 10 49 02 Dues,Memberships,Subscri		001 000 513 General Fund	864.00	2018 Annual Membership - City Manager (Scott Pingel) "Full Member"
15634	01/09/2018	01/09/2018	317 Lockard, Susan L	300.00	Eyewear Reimburse
	531 50 20 00 Personnel Benefits - Storm		415 000 531 Storm Drain	75.00	Eyewear Reimburse (25% Storm) - Sue Lockard
	534 10 20 00 Personnel Benefits - Wtr A		425 000 534 Water Fund (de	90.00	Eyewear Reimburse (30% Water) - Sue Lockard
	535 10 20 00 Personnel Benefits-Swr Ad		430 000 535 Sewer Fund (de	90.00	Eyewear Reimburse (30% Sewer) - Sue Lockard
	542 30 20 00 Personnel Benefits-Street R		101 000 542 City Street Fun	45.00	Eyewear Reimburse (15% Street) - Sue Lockard
15621	01/09/2018	01/09/2018	5710 Rainier Connect	99.95	Internet Access Monthly Fee
	518 81 42 00 Communication - I/S		001 000 518 General Fund	99.95	Internet Access Monthly Fee (Jan 2018) - Cable Modem Service
15642	01/04/2018	01/09/2018	5580 Robbins, Amanda	2,244.30	06-01630.3 - 1281 ALPINE LANE
	343 10 00 00 Storm Drain Fees & Charge		415 000 340 Storm Drain	-217.83	
	343 40 00 00 Sale Of Water		425 000 340 Water Fund (de	-1,471.88	
	343 50 00 00 Sewer Revenues		430 000 340 Sewer Fund (de	-554.59	
15637	01/05/2018	01/09/2018	1488 Roth, Estate of Christine L.	11.12	02-01970.0 - 802 COLUMBIA AVE
	343 10 00 00 Storm Drain Fees & Charge		415 000 340 Storm Drain	-7.19	
	343 40 00 00 Sale Of Water		425 000 340 Water Fund (de	-6.57	
	343 50 00 00 Sewer Revenues		430 000 340 Sewer Fund (de	2.64	
15657	01/09/2018	01/09/2018	2068 Sheppard*, Joe	59.00	1 Yr Library 2018
	572 21 49 00 Library Services		001 000 572 General Fund	59.00	1 Yr Library 2018 / Joe Sheppard
15029	01/09/2018	01/09/2018	4125 The News Tribune-Subscrip	119.60	2018 Renewal (12 Months) Price Includes Additional Premium Fees For The Year
	518 10 49 03 Dues,Member,Sub - NonDe		001 000 518 General Fund	0.00	2018 Additional Premium Edition Fees (Promo / Premium Papers Included In Renewal Price)
	518 10 49 03 Dues,Member,Sub - NonDe		001 000 518 General Fund	119.60	2018 Renewal (12 Months) 52 Weeks / 7 Days Per Week
15658	01/09/2018	01/09/2018	6749 Tri-Tec Communications Inc	439.60	Mitel Software Assurance (Period Covered: 12/16/17 - 12/15/18)

ACCOUNTS PAYABLE

City Of Fircrest
MCAG #: 0583

As Of: 01/09/2018

Time: 13:54:48 Date: 01/05/2018
Page: 4

Accts

Pay #	Received	Date Due	Vendor	Amount	Memo
518 81 49 01	Software Licenses		001 000 518 General Fund	439.60	Mitel Software Assurance (Period Covered: 12/16/17 - 12/15/18) "Annual License That Allows Tri-Tec To Use Mitel As A Resource When Working On Problems On Our PBX"
15659	01/09/2018	01/09/2018	4162	59.00	1 Yr Library 2018
572 21 49 00	Library Services		001 000 572 General Fund	59.00	1 Yr Library 2018 / Jane Tursi
15660	01/09/2018	01/09/2018	4209	315.00	2018 Membership - City Manager
513 10 49 02	Dues,Memberships,Subscri		001 000 513 General Fund	315.00	2018 Membership - City Manager (Scott Pingel) Registration ID 106287646 "Washington City/County Management Association"
15661	01/09/2018	01/09/2018	4214	100.00	2018 Dues
514 23 49 03	Dues,Memberships,Subscri		001 000 514 General Fund	100.00	2018 Dues - Colleen Corcoran, Michelle Thomas "Washington Finance Officers Association"
15662	01/09/2018	01/09/2018	4253	2,037.73	Spring Sun Baskets (50% Down)
542 80 31 02	Flower BasketsSupplies		101 000 542 City Street Fund	2,037.73	2018 Spring Sun Baskets "Hanging Flower Baskets" (Quantity: 71) - 1st Half To Proceed

Report Total: 78,047.39

Fund

001 General Fund	62,203.25
101 City Street Fund	2,082.73
415 Storm Drain	402.78
425 Water Fund (department)	3,089.16
430 Sewer Fund (department)	1,003.17
501 Equipment Rental Fund	9,266.30

This report has been reviewed by:

REMARKS:

Signature & Title

Date

CALL TO ORDER, PLEDGE OF ALLEGIANCE, AND ROLL CALL

Mayor Hunter T. George called the regular meeting to order at 4:30 P.M. and led the Pledge of Allegiance. Councilmembers David M. Viafore, Shannon Reynolds, Brett Wittner, Blake Surina, Denny Waltier, and Jason Medley were present.

PRESIDING OFFICER’S REPORT

None was provided.

CITIZEN COMMENTS FOR ITEMS NOT ON THE AGENDA

George invited public comment. None were provided.

COMMITTEE, COMMISSION AND LIAISON REPORTS

George asked Councilmembers if there were any objections to skipping the Liaison Reports; none were provided. Reynolds reported that the Council should consider appointing councilmembers as the Fircrest representative and the alternate to the Pierce County Regional Council in January 2018.

CONSENT CALENDAR

George requested the City Clerk read the Consent Calendar as follows: approval of Voucher No. 210471 through Voucher No. 210559 in the amount of \$334,526.09; approval of Payroll Check No. 13026 through Payroll Check No. 13032 in the amount of \$93,694.51; approval of the December 12, 2017 regular Council meeting minutes; and setting a public hearing on January 9, 2018 to receive comments on a proposed solid waste rate adjustment. **Reynolds MOVED to approve the Consent Calendar as read; seconded by Wittner. The Motion Carried Unanimously.**

PUBLIC HEARING

No public hearing was scheduled.

UNFINISHED BUSINESS

There was no unfinished business.

NEW BUSINESS

A. Resolution: Humane Society/Animal Sheltering Services

Police Chief Cheesman briefed the Council on the proposed agreement with the Humane Society for Tacoma and Pierce County for furnishing and maintaining a suitable shelter for the handling of stray, impounded, and unwanted companion animals turned over to the Humane Society by Fircrest residents. **Reynolds MOVED to adopt Resolution No. 1514, authorizing the City Manager to execute the agreement between The Humane Society for Tacoma and Pierce County and the City of Fircrest for animal sheltering services for 2018; seconded by Waltier.** George invited councilmember comment; Viafore requested more information about whether the City was made whole from the insurance settlement. George invited public comment; none were provided. **The Motion Carried Unanimously.**

B. Resolution: Department of Assigned Counsel Contract

Court Administrator Perry briefed the Council on the proposed agreement for Public Defense Services with Pierce County through the Department of Assigned Counsel. **Medley MOVED to adopt Resolution No. 1515, authorizing the City Manager to execute an Agreement for Public Defense Services with Pierce County for indigent legal defense services; seconded by Reynolds.** George invited councilmember comment; Wittner inquired about the \$2,000 increase from the 2017 contract. Perry indicated that the increase is due to the City providing Department of Assigned Counsel to be present with the defendants at arraignment, which was not provided for before. George invited public comment; none was provided. **The Motion Carried Unanimously.**

C. Resolutions of Appreciation

- George briefed the Council on the proposed resolution of appreciation expressing appreciation for outstanding public service to Matthew Jolibois as Councilmember and Mayor. At the request of George, the resolution was read in its entirety into the record by the City Clerk. **Medley MOVED to adopt Resolution No. 1516, expressing appreciation for outstanding public service to Matthew Jolibois as Councilmember and Mayor; seconded by Wittner.** George invited councilmember comment; Reynolds inquired if the City had done a resolution of appreciation before for a Councilmember who resigned prior to the end of their term. There was a brief discussion commenting on the purpose of the resolution, recognizing and honoring the years of service regardless of the departure circumstances. George invited public comment; none was provided. **The Motion Carried Unanimously.**
- George briefed the Council on the proposed resolution of appreciation expressing appreciation for outstanding public service to Jason Medley as Councilmember. At the request of George, the resolution was read in its entirety into the record by the City Clerk. **Viafore MOVED to adopt Resolution No. 1517, expressing appreciation for outstanding public service to Jason Medley as Councilmember; seconded by Reynolds.** George invited councilmember comment; Viafore, Waltier, Surina, Reynolds, George, and Wittner stated Medley represented the community well, was thought provoking and a pleasure working with, and commented on his consistency and passion. Medley thanked Council for their words of appreciation. George invited public comment; none was provided. **The Motion Carried Unanimously.**

D. Oaths of Office

City Attorney Smith administered the Oath of Office to Councilmember Reynolds, Councilmember Waltier, and Councilmember-elect Jamie Nixon.

CITY MANAGER COMMENTS

None was provided.

DEPARTMENT HEAD COMMENTS

- Cheesman and Perry commended Council for its work this year and commented they look forward to working with Council in 2018.

COUNCILMEMBER COMMENTS

The Council congratulated the newly elected councilmembers, thanked Medley for his service, and expressed good wishes to all during the holidays. Additional councilmember comments included:

- Viafore commented that the Council should consider appointing councilmembers to the Pierce County Regional Council at the first regular meeting of January 2018.
- Reynolds indicated interest in continuing her appointment to the Pierce County Regional Council.
- Medley thanked Council and staff, commented on his accomplishments, and thanked everyone for allowing him to be in service. Medley expressed hope that the City continues its efforts on fiscal responsibility and conservative spending.
- George expressed his appreciation of those in attendance.

EXECUTIVE SESSION

There was none.

ADJOURNMENT

Medley **MOVED** to adjourn the meeting at 5:03 P.M., seconded by Reynolds. **The Motion Carried Unanimously.**

Mayor

Jessica Nappi, City Clerk

**PUBLIC HEARING: Proposed Solid Waste Increase
ITEM 8A.****FROM: Scott Pingel, City Manager**

RECOMMENDED MOTION: None. (Public Hearing)

PROPOSAL: The Council is holding a public hearing to accept public comment on the proposed new solid waste rates due to the disposal fee adjustment and the annual CPI adjustment. The amount is based upon the collection charge listed in the contract plus 85% of the percentage change of the West-B/C Urban Wage Earners and Clerical Workers Consumer Price Index (CPI). The notice of public hearing was advertised in the December 29, 2017 Tacoma Daily Index. The public hearing is to accept public comment on the proposed rates. At the January 23, 2018 meeting, Council will be asked to pass an ordinance establishing the adjusted solid waste rates.

FISCAL IMPACT: The disposal fee has increased from \$153.48 to \$157.38 per ton. (\$3.90 per ton). The September – September CPI increase is 2.8% times 85% (pursuant to contract) resulting in an annual rate adjustment of 2.38%.

ADVANTAGE: The annual rate adjustments for the CPI adjustment and disposal fee increase are pursuant to contract language and this proposed increased rate complies with the contract.

DISADVANTAGES: Customers will be paying increased costs for solid waste.

ALTERNATIVES: None. These costs are pursuant to contract and ordinance language and therefore, there are no alternatives.

HISTORY:

- The City has had a longstanding relationship with Westside Disposal for refuse services. The current contract commenced in 1998 for a period of 24 years terminating in 2022.
- 2012 – CPI waiver for 2012, providing for bulky waste, limiting no-charge yard waste to three.
- 2013, 2014 and 2015– CPI residential increase to Westside Disposal contract.
- 2016 – CPI increase waived.
- 2017– CPI residential increase to Westside Disposal contract.

ATTACHMENTS: [Westside Disposal Letter](#)
[Pierce County Letter](#)
[CPI Rate Information](#)
[Schedule #1 Effect of Disposal Site Increase](#)
[Schedule #2 Annual Rate Adjustment and Dump Fee Increase](#)
[Schedule #3 Rates effective March 1, 2018](#)



Westside Disposal Services, Inc.

Scott Pingel, City Manager
City of Fircrest
115 Ramsdell St.
Fircrest, WA 98466

December 7, 2017

Re: Annual Rate Adjustment, disposal site fee increase.

Dear Scott:

Enclosed you will find the following:

1. Letter from Pierce County for the disposal fee increase effective March 1, 2018. LRI will raise the rates from the current rate of \$153.48 to \$158.38 per ton, an increase of \$3.90 per ton, or 2.54%.

2. The Sept. – Sept. Consumer Price Index for figuring the Annual Rate Adjustment. The rate this year is 2.8 %. We then multiply that times 85% as allowed in the contract, resulting in an Annual Rate Adjustment of 2.38%.

3. An Excel Spreadsheet with the following:

Schedule 1. – Worksheet showing the effect of disposal site fee increase and how it gets applied to each level of service.

Schedule 2. – Worksheet showing how the Annual Rate Adjustment is calculated and added along with the disposal fee increase to determine the new rates.

Schedule 3. - This shows the new "Schedule A" rates effective March 1, 2018. They are shown both with and without the 8.5% Fircrest Utility Tax and the 3.6% Washington State Refuse Collection Tax.

Rate Sample (Taxes not included)

Garbage Service Level	Pickup Frequency	Current Rate 3-1-17	Proposed Rate 3-1-18	Adjustment Amount	Adjustment Percent
12 gal garbage Toter	1 X per week	\$16.49	\$16.95	\$0.52	2.8%
24 gal garbage Toter	Every-other wk	\$15.33	\$15.76	\$0.48	2.8%
24 gal garbage Toter	1 X per week	\$24.09	\$24.78	\$0.78	2.9%
64 gal garbage Toter	Every-other wk	\$27.80	\$28.56	\$0.85	2.7%
1 Yard Container	1 X per week	\$97.98	\$100.91	\$3.28	3.0%
6 Yard Container	1 X per week	\$456.55	\$470.95	\$16.14	3.2%

Please contact us with any questions you may have regarding this. Thank you.

Sincerely,

Neil Holden, Vice President
Westside Disposal Services, Inc.



October 12, 2017

John Rodgers, Division Manager
Pierce County Recycling Composting and Disposal LLC d/b/a LRI
17925 Meridian Street East
Puyallup, WA 98378

sent via E-Mail – paper copy will not follow

Subject: 2018-2019 Solid Waste Tipping Fees and Rate Setting Guidelines

Dear Mr. Rodgers:

On behalf of Pierce County Executive Bruce F. Dammeier, on September 1, 2017, I notified the County Council by letter of a proposed solid waste tipping fee increase. This proposal – prepared jointly by the Department and PCRCD dba LRI (the Company) and authorized by the County Executive – contained an increase of \$3.90 per ton, for a new tipping fee of \$157.38 per ton effective March 1, 2018.

Paragraph 16.11 of the Waste Handling Agreement outlines the Council's review process:

"...the County Council may hold a public hearing regarding the consistency of the proposed increase with the terms of this Agreement. If the County Council objects to the proposed increase on the grounds that the proposed increase is inconsistent with the terms of the Agreement, and such objection occurs within thirty (30) calendar days of receiving the County Executive's report, the County Council may request the County Executive and the Company to withdraw and resubmit the proposal."

The Pierce County Council took no action in response to the letter.

The 2018 rate proposal is approved as submitted, subject to further County Council action relating to review and adoption of the 2018 Pierce County budget. If any changes are required as a result of budgetary review, the Planning and Public Works Department will contact you shortly after the budget is adopted, to discuss the changes made to the 2018 tipping fee.

Please contact me if you have any questions.

Respectfully,


Stephen C. Wamback, MPA PWLF
Sustainable Resources Administrator

SCW:cks
D&D Ops\...20171012-Tipping Fee 2018.docx

Attachment: 2018 Rate Setting Guidelines

cc: Dennis Hanberg, Planning and Public Works Director
Gary Robinson, Director, Finance & Performance Management Department
Toby Rickman, Deputy Director, Planning and Public Works
Andrew Pittelkau, Senior Budget Analyst, Finance & Performance Management
Rick Johnston, Project Coordinator, Planning and Public Works
Chris Brown, Management Analyst, Planning and Public Works
Neil Holden, University Place Refuse
Dan Schooler, Waste Connections



CONSUMER PRICE INDEXES PACIFIC CITIES AND U. S. CITY AVERAGE
September 2017
ALL ITEMS INDEXES

(1982-84=100 unless otherwise noted)

MONTHLY DATA	All Urban Consumers (CPI-U)						Urban Wage Earners and Clerical Workers (CPI-W)					
	Indexes			Percent Change			Indexes			Percent Change		
				Year ending		1 Month ending				Year ending		1 Month ending
	Sep 2016	Aug 2017	Sep 2017	Aug 2017	Sep 2017	Sep 2017	Sep 2016	Aug 2017	Sep 2017	Aug 2017	Sep 2017	Sep 2017
U. S. City Average.....	241.428	245.519	246.819	1.9	2.2	0.5	235.495	239.448	240.939	1.9	2.3	0.6
(1967=100).....	723.210	735.466	739.359	-	-	-	701.467	713.243	717.684	-	-	-
Los Angeles-Riverside-Orange Co.	250.145	256.739	257.890	2.8	3.1	0.4	240.851	247.260	248.550	2.9	3.2	0.5
(1967=100).....	739.038	758.521	761.921	-	-	-	711.788	730.727	734.541	-	-	-
West	249.234	255.282	256.504	2.7	2.9	0.5	241.052	246.978	248.379	2.8	3.0	0.6
(Dec. 1977 = 100)	402.873	412.649	414.625	-	-	-	387.839	397.375	399.628	-	-	-
West - A*.....	255.975	262.522	263.778	2.9	3.0	0.5	245.778	252.086	253.578	2.9	3.2	0.6
(Dec. 1977 = 100)	417.403	428.079	430.127	-	-	-	397.866	408.079	410.493	-	-	-
West - B/C**(Dec. 1996=100).....	146.130	149.255	149.954	2.3	2.6	0.5	145.726	148.925	149.763	2.4	2.8	0.6
BI-MONTHLY DATA	All Urban Consumers (CPI-U)						Urban Wage Earners and Clerical Workers (CPI-W)					
	Indexes			Percent Change			Indexes			Percent Change		
				Year ending		2 Months ending				Year ending		2 Months ending
	Aug 2016	Jun 2017	Aug 2017	Jun 2017	Aug 2017	Aug 2017	Aug 2016	Jun 2017	Aug 2017	Jun 2017	Aug 2017	Aug 2017
San Francisco-Oakland-San Jose.....	267.853 ^R	275.304	275.893	3.5	3.0	0.2	262.326 ^R	269.508	269.827	3.3	2.9	0.1
(1967=100).....	823.455 ^R	846.360	848.172	-	-	-	798.803 ^R	820.674	821.645	-	-	-
Seattle-Tacoma-Bremerton.....	256.907	263.756	263.333	3.0	2.5	-0.2	252.393	259.487	259.528	3.0	2.8	0.0
(1967=100).....	783.154	804.030	802.742	-	-	-	748.598	769.637	769.761	-	-	-

* A = 1,500,000 population and over

** B/C = less than 1,500,000 population

Dash (-) = Not Available.

R=Revised

Release date Oct. 13, 2017. The next monthly and bi-monthly releases are scheduled for Nov. 15, 2017.

Please note: Customers can receive hotline information by calling the BLS West Region Information Office: (415) 625-2270.

In January 2018, BLS will introduce a new geographic area sample for the Consumer Price Index (CPI). Additional information on the geographic revision is available at: www.bls.gov/cpi/georevision2018.htm.

City of Fircrest - Westside Disposal Contract									
Schedule 2. - Annual Rate Adjustment and Dump Fee Increase Effective 3-01-18								12/5/2017	
Garbage, Recycling and Yard Waste Collection									
				Monthly	Less	Less	Monthly	Difference	Percent
		Add for	Rates		8.50%	3.6% Wa.	Rates	From prior	Change
		dump fee	Taxes		Fircrest	State	without	Year, taxes	From prior
		increase	Included		Utility	Refuse	taxes	Included	Year
		Effective	effective		Tax	Coll. Tax	3/1/2018		
		3/1/2018	3/1/2018						
Type of Service									
	12 gal. Garbage Toter, curb	weekly	\$ 0.12	\$ 19.00	\$ (1.44)	\$ (0.61)	\$ 16.95	\$ 0.52	2.8%
	24 gal. Garbage Toter, curb	every-other week	\$ 0.11	\$ 17.66	\$ (1.34)	\$ (0.57)	\$ 15.76	\$ 0.48	2.8%
	24 gal. Garbage Toter, curb	weekly	\$ 0.20	\$ 27.78	\$ (2.11)	\$ (0.89)	\$ 24.78	\$ 0.78	2.9%
	48 gal. Garbage Toter, curb	every-other week	\$ 0.21	\$ 25.60	\$ (1.94)	\$ (0.82)	\$ 22.83	\$ 0.72	2.9%
	48 gal. Garbage Toter, curb	weekly	\$ 0.31	\$ 38.55	\$ (2.92)	\$ (1.24)	\$ 34.39	\$ 1.10	2.9%
	64 gal. Garbage Toter , curb	every-other week	\$ 0.25	\$ 32.02	\$ (2.43)	\$ (1.03)	\$ 28.56	\$ 0.85	2.7%
	64 gal. Garbage Toter,curb	weekly	\$ 0.34	\$ 45.25	\$ (3.43)	\$ (1.45)	\$ 40.37	\$ 1.21	2.7%
	96 gal. Garbage Toter,curb	weekly	\$ 0.49	\$ 59.26	\$ (4.49)	\$ (1.90)	\$ 52.87	\$ 1.59	2.8%
Off-curb Garbage Charge (add to toter rate above) per toter									
	Up to 50' off-curb			\$ 8.84	\$ (0.67)	\$ (0.28)	\$ 7.89	\$ 0.21	2.4%
	Up to 100' off-curb			\$ 12.60	\$ (0.96)	\$ (0.40)	\$ 11.24	\$ 0.29	2.4%
	Over 100' off-curb			\$ 17.65	\$ (1.34)	\$ (0.57)	\$ 15.74	\$ 0.41	2.4%
Occasional Extra Garbage Tags:			\$ 0.07	\$ 8.14	\$ (0.62)	\$ (0.26)	\$ 7.26	\$ 0.33	4.2%
Yard Waste Toter, 64 or 96 gal., per unit				\$ 4.78	\$ (0.36)	\$ (0.15)	\$ 4.26	\$ 0.11	2.4%
Customer stop and restart fee:				\$ 14.39	\$ (1.09)	\$ (0.46)	\$ 12.84	\$ 0.33	2.3%
Toter redelivery fee				\$ 14.39	\$ (1.09)	\$ (0.46)	\$ 12.84	\$ 0.33	2.3%
Return trip charge:				\$ 14.39	\$ (1.09)	\$ (0.46)	\$ 12.84	\$ 0.33	2.3%
Special pickups (requiring a special trip), per pickup									
	12 gal. garbage toter		\$ 0.03	\$ 16.44	\$ (1.25)	\$ (0.53)	\$ 14.67	\$ 0.40	2.5%
	24 gal. garbage toter		\$ 0.05	\$ 18.56	\$ (1.41)	\$ (0.60)	\$ 16.56	\$ 0.46	2.5%
	48 gal. garbage toter		\$ 0.11	\$ 21.89	\$ (1.66)	\$ (0.70)	\$ 19.53	\$ 0.57	2.7%
	64 gal. garbage toter		\$ 0.14	\$ 27.51	\$ (2.09)	\$ (0.88)	\$ 24.54	\$ 0.71	2.6%
	96 gal. garbage toter		\$ 0.22	\$ 35.66	\$ (2.70)	\$ (1.15)	\$ 31.81	\$ 0.93	2.7%
	64 & 96 gal. yard waste toter			\$ 17.24	\$ (1.31)	\$ (0.55)	\$ 15.38	\$ 0.40	2.4%
Extra on-route, off-week pickups (not requiring a special trip), per pickup									
	- applies only to every-other week customers								
	24 gal.. garbage toter		\$ 0.05	\$ 5.33	\$ (0.40)	\$ (0.17)	\$ 4.76	\$ 0.15	2.9%
	48 gal.. garbage toter		\$ 0.11	\$ 10.03	\$ (0.76)	\$ (0.32)	\$ 8.95	\$ 0.29	2.9%
	64 gal. garbage toter		\$ 0.14	\$ 13.26	\$ (1.00)	\$ (0.43)	\$ 11.82	\$ 0.40	3.1%
Commercial Containers(non-compacted) - multiply rate X number of pickups per week									
	1 yd.		\$ 1.27	\$ 113.12	\$ (8.58)	\$ (3.63)	\$100.91	\$ 3.28	3.0%
	1.5 yd.		\$ 1.81	\$ 151.61	\$ (11.50)	\$ (4.87)	\$135.25	\$ 4.46	3.0%
	2 yd.		\$ 2.34	\$ 188.38	\$ (14.28)	\$ (6.05)	\$168.05	\$ 5.60	3.1%
	3 yd.		\$ 3.42	\$ 284.00	\$ (21.53)	\$ (9.12)	\$253.34	\$ 8.78	3.2%
	4								

City of Fircrest - Westside Disposal Contract						
Schedule 3. - Annual Rate Adjustment and Dump Fee Increase Effective 3-01-18						
						12/5/2017
Garbage, Recycling and Yard Waste Collection						
			Monthly	Less	Less	Monthly
			Rates	8.50%	3.6% Wa.	Rates
			effective	Fircrest	State	Effective
			3/1/2018	Utility	Refuse	3/1/2018
			Taxes	Tax	Coll. Tax	without
			Included			taxes
Type of Service						
	12 gal. Garbage Toter, curb	weekly	\$ 19.00	\$ (1.44)	\$ (0.61)	\$ 16.95
	24 gal. Garbage Toter, curb	every-other week	\$ 17.66	\$ (1.34)	\$ (0.57)	\$ 15.76
	24 gal. Garbage Toter, curb	weekly	\$ 27.78	\$ (2.11)	\$ (0.89)	\$ 24.78
	48 gal. Garbage Toter, curb	every-other week	\$ 25.60	\$ (1.94)	\$ (0.82)	\$ 22.83
	48 gal. Garbage Toter, curb	weekly	\$ 38.55	\$ (2.92)	\$ (1.24)	\$ 34.39
	64 gal. Garbage Toter , curb	every-other week	\$ 32.02	\$ (2.43)	\$ (1.03)	\$ 28.56
	64 gal. Garbage Toter,curb	weekly	\$ 45.25	\$ (3.43)	\$ (1.45)	\$ 40.37
	96 gal. Garbage Toter,curb	weekly	\$ 59.26	\$ (4.49)	\$ (1.90)	\$ 52.87
Off-curb Garbage Charge (add to toter rate above) per toter						
	Up to 50' off-curb		\$ 8.84	\$ (0.67)	\$ (0.28)	\$ 7.89
	Up to 100' off-curb		\$ 12.60	\$ (0.96)	\$ (0.40)	\$ 11.24
	Over 100' off-curb		\$ 17.65	\$ (1.34)	\$ (0.57)	\$ 15.74
Occasional Extra Garbage Tags:			\$ 8.14	\$ (0.62)	\$ (0.26)	\$ 7.26
Yard Waste Toter, 64 or 96 gal., per unit			\$ 4.78	\$ (0.36)	\$ (0.15)	\$ 4.26
Customer stop and restart fee:			\$ 14.39	\$ (1.09)	\$ (0.46)	\$ 12.84
Toter redelivery fee			\$ 14.39	\$ (1.09)	\$ (0.46)	\$ 12.84
Return trip charge:			\$ 14.39	\$ (1.09)	\$ (0.46)	\$ 12.84
Special pickups (requiring a special trip), per pickup						
	12 gal. garbage toter		\$ 16.44	\$ (1.25)	\$ (0.53)	\$ 14.67
	24 gal. garbage toter		\$ 18.56	\$ (1.41)	\$ (0.60)	\$ 16.56
	48 gal. garbage toter		\$ 21.89	\$ (1.66)	\$ (0.70)	\$ 19.53
	64 gal. garbage toter		\$ 27.51	\$ (2.09)	\$ (0.88)	\$ 24.54
	96 gal. garbage toter		\$ 35.66	\$ (2.70)	\$ (1.15)	\$ 31.81
	64 & 96 gal. yard waste toter		\$ 17.24	\$ (1.31)	\$ (0.55)	\$ 15.38
Extra on-route, off-week pickups (not requiring a special trip), per pickup						
	- applies only to every-other week customers					
	24 gal.. garbage toter		\$ 5.33	\$ (0.40)	\$ (0.17)	\$ 4.76
	48 gal.. garbage toter		\$ 10.03	\$ (0.76)	\$ (0.32)	\$ 8.95
	64 gal. garbage toter		\$ 13.26	\$ (1.00)	\$ (0.43)	\$ 11.82
Commercial Containers (non-compacted) - multiply rate times number of pickups per week						
	1 yd.		\$ 113.12	\$ (8.58)	\$ (3.63)	\$ 100.91
	1.5 yd.		\$ 151.61	\$ (11.50)	\$ (4.87)	\$ 135.25
	2 yd.		\$ 188.38	\$ (14.28)	\$ (6.05)	\$ 168.05
	3 yd.		\$ 284.00	\$ (21.53)	\$ (9.12)	\$ 253.34
	4 yd.		\$ 350.44	\$ (26.57)	\$ (11.25)	\$ 312.62
	6 yd.		\$ 527.93	\$ (40.03)	\$ (16.95)	\$ 470.95
Special, Occasional and Return trip Pickups, per pickup						
	1 yd.		\$ 33.97	\$ (2.58)	\$ (1.09)	\$ 30.31
	1.5 yd.		\$ 43.52	\$ (3.30)	\$ (1.40)	\$ 38.83
	2 yd.		\$ 53.25	\$ (4.04)	\$ (1.71)	\$ 47.51
	3 yd.		\$ 72.93	\$ (5.53)	\$ (2.34)	\$ 65.05
	4 yd.		\$ 92.07	\$ (6.98)	\$ (2.96)	\$ 82.13
	6 yd.		\$ 129.58	\$ (9.83)	\$ (4.16)	\$ 115.60
Multi-family recycling charge, per unit:			\$ 6.39	\$ (0.48)	\$ (0.21)	\$ 5.70
Rear load truck & driver			\$ 113.61	\$ (8.61)	\$ (3.65)	\$ 101.35
Each additional man:			\$ 48.88	\$ (3.71)	\$ (1.57)	\$ 43.60

UNFINISHED BUSINESS: FMC Title 22 Land Development Regulations 2017 Update
ITEM 9A.

FROM: Angelie Stahlnecker, Planning and Building Administrator

RECOMMENDED MOTION: I move to adopt Ordinance No. _____, amending
Fircrest Municipal Code Title 22 Land Development Regulations, 2017 updates.

PROPOSAL: The City of Fircrest proposes to amend zoning and subdivision regulations contained in various chapters of Fircrest Municipal Code (FMC) Title 22 Land Development. The proposed amendments:

- Establish procedures for considering binding site plans and administrative interpretations;
- Modify the articulation requirements in residential zones to better achieve their original intent;
- Expand multifamily design standards to all zones that allow multifamily
- Amend R-4-C by replacing the term “family group home and public or quasi-public building” with “other uses”
- Amend the permitted and prohibited land uses in the Commercial Mixed Use (CMU) district;
- Add liquor performance standards to the CMU;
- Streamline the review process for specific uses; and
- Establish design guidelines and reduce review level for drive through facilities.

Based on direction by the City Council at the December 12, 2017 meeting, the following items have been removed from the draft ordinance:

- Changes to automotive repair
- Changes to height limits in the CMU (Commercial Mixed Use)

FISCAL IMPACT: The proposed amendments will have no direct fiscal impact, though many of the amendments are proposed to encourage economic development.

ADVANTAGE: The proposed amendments will clarify code administration, fine tune regulations, and respond to input and direction received since the most recent rounds of amendments in 2015-2016. The proposed amendments will further the goals of the Comprehensive Plan.

DISADVANTAGES: None.

ALTERNATIVES: Maintain part or all of the current code.

HISTORY: Land Use Element Goal LU12 of the Comprehensive Plan directs the City to continue to refine its permit process and periodically review and revised the code to ensure consistent implement of the Comprehensive Plan and other state and federal mandates. With this goal in mind, staff presented the Planning Commission with a number of potential land development code (zoning) amendments at the September 5, 2017 Planning Commission meeting. On October 3, 2017, the Planning Commission held a public hearing, reviewed the proposed

amendments and forwarded a recommendation to the City Council.

The City prepared an *Environmental Checklist* and issued a *Determination of Nonsignificance* on September 19, 2017 with a 14-day comment/appeal period ending on October 2, 2017. No comments or appeals were received. The City submitted a *Notice to Intent to Adopt Amendment with a request for Expedited Review* to the Washington State Department of Commerce on September 15, 2017. No comments were received.

The City Council held a study session on November 20, 2017 and a public hearing on November 28, 2017. The item was discussed and tabled at the December 12, 2017 with direction to remove amendments to automotive repair uses in the CMU and height changes in the R4-C and to bring back more information on the proposed amendments to move light industrial uses and drive-thru uses from Conditional Use Permit to Administrative Use Permit.

ATTACHMENTS: [Ordinance \(redline\)](#)
[Jeff Boers – CUP and AUP Memo](#)
[Comparison of CUP and AUP Processes](#)
[Comparison of CUP and AUP Costs and Timelines](#)

**CITY OF FIRCREST
ORDINANCE NO. _____**

AN ORDINANCE OF THE CITY OF FIRCREST, WASHINGTON, WASHINGTON, AMENDING ORDINANCE 1575 SECTION 1 AND FMC 22.05.003, AMENDING ORDINANCE 1512 SECTION 2 AND FMC 22.07.005, ADDING A NEW SECTION FMC 22.08.004, ADDING A NEW CHAPTER 22.23, AMENDING ORDINANCE 1562 SECTION 6 AND FMC 22.32.005, AMENDING ORDINANCE 1562 SECTION 8 AND FMC 22.34.005, AMENDING ORDINANCE 1562 SECTION 10 AND FMC 22.36.005, AMENDING ORDINANCE 1562 SECTION 12 AND FMC 22.38.005, AMENDING ORDINANCE 1311 SECTION 6 AND FMC 22.40.005, AMENDING ORDINANCE 1562 SECTION 16 AND FMC 22.42.005, AMENDING ORDINANCE 1562 SECTION 17 AND FMC 22.43.005, AMENDING ORDINANCE 1562 SECTION 28 AND FMC 22.50.002, AMENDING ORDINANCE 1562 SECTION 30 AND FMC 22.50.004, AMENDING ORDINANCE 1562 SECTION 32 AND FMC 22.50.006, AMENDING ORDINANCE 1562 SECTION 33 AND FMC 22.50.007, AMENDING ORDINANCE 1562 SECTION 34 AND FMC 22.50.008, AMENDING ORDINANCE 1246 SECTION 15 AND FMC 22.58.023, AMENDING ORDINANCE 1568 SECTION 4 AND FMC 22.58.029, AMENDING ORDINANCE 1246 SECTION 16 AND FMC 22.60.012, ADDING A NEW SECTION FMC 22.64.043, ADDING A NEW SECTION FMC 22.98.445, ADDING A NEW SECTION FMC 22.98.445.1, ADDING A NEW SECTION FMC 22.98.445.2, ADDING A NEW SECTION FMC 22.98.445.3

WHEREAS, the City has identified amendments that will clarify and improve code administration, improve internal code consistency, establish procedures for considering binding site plans and administrative interpretations, refine existing development standards to better achieve their original intent, allow additional land uses in certain zoning districts, prohibit several types of uses from being established in certain zoning districts, streamline the review process for specific uses by requiring administrative use permits instead of conditional use permits in some instances, and establish design guidelines that would govern the design of drive through facilities; and

WHEREAS, the City submitted a *Notice of Intent to Adopt Amendment* with a request for *Expedited Review* to the Washington State Department of Commerce on September 15, 2017, which was issued to state agencies for a comment period that ended on October 2, 2017 as required pursuant to RCW 36A.70 RCW, and no comments were received; and

WHEREAS, the City issued a *Determination of Nonsignificance* on September 19, 2017 with a 14-day comment period ending October 2, 2017, and no adverse comments were received; and

WHEREAS, the Planning Commission conducted a public hearing on October 3, 2017 to accept public testimony and comment on the proposed amendments; and

1 **WHEREAS**, the Planning Commission adopted the following findings in support of
2 approval of the proposed amendments, in consideration of the criteria listed in FMC
3 22.78.004, prior to final action:

4 (a) The proposed amendment is consistent with the goals, objectives and policies of
5 the comprehensive plan, in particular:

6 **GOAL LU12**

7 Fircrest should continue to refine its permit process for development and other local
8 government approvals, as needed, to ensure that it is timely and fair to all affected
9 parties.

10 **Policy LU12.1**

11 Development regulations shall be periodically reviewed and revised to ensure that
12 they are consistent with and relate directly to implementation of the Comprehensive
13 Plan and other state and federal mandates. Duplicate and unnecessary regulations
14 should be eliminated.

15 **Policy LU12.2**

16 In the event of conflict between development regulations and this Comprehensive
17 Plan, the provisions of this Comprehensive Plan take precedence. This policy applies
18 immediately upon adoption of this Comprehensive Plan and amendments thereto.
19 Development regulations that are significantly inconsistent with this Comprehensive
20 Plan shall be given high priority for rapid revision.

21 (b) The proposed amendment will promote, rather than detract from, the public
22 health, safety, morals and general welfare by establishing a binding site plan review
23 process as well as drive through facility design standards and guidelines that will lead
24 to the construction of safer streets, driveways and pedestrian facilities, and result in
25 commercial developments that are aesthetically pleasing, functional at serving all
26 users, and sensitively designed and constructed so as to minimize impacts on
27 adjoining uses.

28 **WHEREAS**, the City Council conducted a public hearing on November 28, 2017 to
29 accept public testimony and comment on the proposed amendments; Now, Therefore,

30 **THE CITY COUNCIL OF THE CITY OF FIRCREST DO ORDAIN AS
31 FOLLOWS:**

32 **Section 1.** Ordinance 1575 §1 and FMC 22.05.003 are hereby amended to read as
follows:

22.05.003 Project permit application framework.

Table A – Classifications

Type I	Type II-A	Type II-B	Type III-A	Type III-B	Type IV	Type V
Permitted uses not requiring site plan or design review alterations	Minor variances, minor site plans	Short plats, short plat vacations	Major preliminary site plans	Preliminary plats	Final plats	Comprehensive plan amendments
Boundary line adjustments	Administrative use permits	Final site plans and final development plans	Conditional use permits, major variances	Plat vacations and alterations		Development regulation amendments
Minor amendments to development plans and site plans		Design review	Major amendments to site plans and conditional use permits	Preliminary development plans and major amendments to preliminary development plans		Annexations
Temporary accessory structures and uses		Land clearing/grading permits	Home occupations requiring CUP approval	Zoning map amendments		Area-wide rezones
Home occupation permits		Administrative interpretation	Critical areas reasonable use exceptions			
Accessory dwelling units		Critical areas determinations	Detached accessory dwelling units; critical areas public agency and utility exceptions			
De minimis variance		<u>Binding site plan</u>				

Table B – Procedures

Action	Type I	Type II-A	Type II-B	Type III-A	Type III-B	Type IV	Type V
Recommendation made by:	N/A	N/A	N/A	N/A	Planning Commission	Planning Commission	Planning Commission
Final decision made by:	Director	Director	Director	Planning Commission	City Council	City Council	City Council
Notice of complete application/ comment period:	Not required	Not required; see FMC 22.07.004	Not required	Required	Required	Required	Not required
Open record public hearing/public review	Not required	Not required; see FMC 22.07.005	Hearing required only if director decision appealed, then hearing before planning commission	Hearing required before the planning commission, which will render final decision unless appealed to council	Hearing required before planning commission, which will forward recommendation to council	Public review required before planning commission, which will forward recommendation to council	Hearing required before planning commission and council
Closed record review/appeal hearing/decision	Not required	Not required	Not required	Closed record appeal hearing required before council only upon appeal	Closed record review required before council, which will render final decision	Closed record review required before council, which will render final decision	N/A
Judicial appeal	Yes	Yes	Yes	Yes	Yes	No	Yes

Section 2. Ordinance 1512 §2 and FMC 22.07.005 are hereby amended to read as follows:

22.07.005 Notice of decision for administrative use permit, minor site plan review, ~~and minor variance~~, and administrative interpretation.

Upon issuance of a decision on a proposed administrative use permit, minor site plan review, ~~or minor variance~~, or administrative interpretation, the director shall provide a written notice of this decision to the applicant and any parties who have provided written comment during the 10-day comment period, if applicable. The director shall also provide written notice of this decision to the planning commission.

Section 3. A new section is hereby adopted to read as follows:

22.08.004 Administrative Interpretations.

(a) Purpose. The primary objective of administrative interpretation is to ascertain the intent of the code provision at issue and to give effect to that intent. Administrative interpretation shall not be used to amend or change the code. The City's development regulations (the Land Development Code) shall be interpreted whenever any of its

1 provisions, or the application of such provisions to any specific set of circumstances, is
2 ambiguous, i.e., where the code is subject to two or more reasonable interpretations.

3 (b) Administration. The Director is authorized and directed to administer the provisions
4 of this Section and shall have the authority to approve or deny administrative
5 interpretations without a hearing in accordance with this Section.

6 (c). Procedure. The following steps shall be followed in the processing of an
7 administrative interpretation:

- 8 1. FMC 22.06.004. Determination of Completeness;
- 9 2. FMC 22.08.001. Determination of Consistency;
- 10 3. FMC 22.07.005. Notice of Decision; and
- 11 4. FMC 22.10.004. Closed Record Decisions and Appeals (if any).

12 (d). Requirements for a Complete Application. The following materials shall be
13 submitted to the City in order to constitute a complete application for an administrative
14 interpretation;

15 (1) The name, address, telephone number and e-mail address of the applicant, the
16 completed application form with the date of submission to the City and the applicable
17 fee;

18 (2) An identification of the code provision that is the subject of the applicant's
19 administrative interpretation, and a description of the applicant's perception of the
20 ambiguity in the code;

21 (3) A description of the set of circumstances, the address of the property or identification
22 of the development that the applicant believes has created the ambiguity or two or more
23 reasonable interpretations of the code provision identified in Subsection D(2) above; and

24 (4) If the applicant is requesting an administrative interpretation relating to the
25 applicability of a code provision to a particular piece of property, the applicant shall
26 submit a verified statement that this property is in the exclusive ownership of the
27 applicant, or that the applicant has submitted the request for the interpretation with the
28 consent of all owners of the affected property.

29 (e) Criteria for Approval. Administrative interpretation shall utilize generally
30 recognized principles of statutory and ordinance interpretation adopted by the courts of
31 this state. In addition:

32 (1) The provisions of the Land Development Code shall be considered to include the
minimum requirements adopted for the promotion and protection of the public health,
safety and general welfare, and all administrative interpretations shall be made in this
context.

(2) The provisions of the Land Development Code is not intended to interfere with,
abrogate or annul any easements, covenants, or other agreements between parties, except

1 where the agreements may conflict with the enforcement of the Land Development
2 Code.

3 (3) In the case of conflicts between the portions of the Land Development Code and
4 other rules, regulations, resolutions, ordinances or statutes lawfully adopted by other
5 authority having jurisdiction within the City, the most restrictive shall govern. In the
6 case of conflicts between the text, maps and charts of the Land Development Code, the
7 text shall govern unless otherwise stated.

8 (4) Zoning Map Interpretation. Where uncertainty exists as to the location of any
9 boundaries of the zones shown on the City's Official Zoning Map, the rules of
10 interpretation listed in FMC 22.30.004 shall apply.

11 (f) No Limitation for Final Decision. An administrative interpretation is not a project
12 permit application, and is not subject to a deadline for issuance of a final decision.

13 **Section 4.** A new chapter is hereby adopted to read as follows:

14 **Chapter 22.23 BINDING SITE PLAN**

15 Sections:

16 22.23.001 Purpose.

17 22.23.002 Applicability.

18 22.23.003 Type of Application.

19 22.23.004 Optional Pre-application conference.

20 22.23.005 Review criteria.

21 22.23.006 Decisions.

22 22.23.007 Recording and binding effect.

23 **22.23.001 Purpose.**

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

31 **22.23.002 Applicability.**

32 (a) Any person seeking the use of a binding site plan to divide the person's property for
the purpose of sale, lease, or transfer of ownership of commercially zoned property is
required to apply for, complete, and have approved a binding site plan prior to any
property division, as provided in Chapter 58.17 RCW and as required by this chapter.

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

(c) The site that is subject to the binding site plan may be reviewed independently for
fully developed sites, or concurrently with a development permit application for
undeveloped land.

(d) The binding site plan process merely creates or alters lot lines and does not authorize substantial improvements or changes to the property or the uses thereon.

22.23.003 Type of application.

A binding site plan is a Type II application and the director shall make the final decision. The application shall be processed as set forth in Chapter 22.06 FMC.

22.23.004 Optional pre-application conference.

Prior to submittal of an application for a binding site plan, an applicant may request a pre-application conference in accordance with FMC 22.06.001. The pre-application conference is intended to enable the applicant and city staff to review a conceptual plan prior to a formal survey being conducted and documentation being submitted for the binding site plan.

22.23.005 Review criteria.

(a) The Director shall review the application for consistency with the Comprehensive Plan, development regulations, Chapter 58.17 RCW, and review comments provided by other governmental agencies, utilities, and interested parties, and require appropriate modifications or conditions.

(b) The Director shall review newly created lots to ensure the lots:

(1) Will continue to function and operate as one site, for fully developed sites; or

(2) Conform to an approved development plan including any adopted rules and regulations or required conditions as represented in an approved development plan or associated approval document, if the binding site plan is being considered with a development plan.

(c) If applicable, the Director shall review the environmental checklist and other available information and issue an appropriate threshold decision. The threshold decision may require measures to mitigate any significant adverse environmental impact.

(d) The Director shall contact the appropriate sewer purveyor to review the binding site plan for potential sewer adequacy.

(e) The Director shall review proposed lot sites that are known or suspected to be poor building sites because of geological hazard, flooding, wetland, or other environmental or critical area constraint or limitation, and such may be noted on the face of the site plan.

(f) The City Engineer shall review the site plan for compliance with public works codes, including but not limited to the adequacy of the proposed street and storm drainage systems.

(g) The Fire Code Official shall review the proposed site plan for fire protection issues, including but not limited to fire hydrant location and emergency vehicle access.

(h) In addition to other standards required by this title, the Director may require additional standards and conditions or it may modify the standards and conditions in such a manner as is necessary to:

1 (1) Maintain the intent and purpose of this title;

2 (2) Assure that a degree of compatibility shall be maintained with respect to properties
3 and existing or potential uses within the general area; and

4 (3) Preserve the public health, safety, morals, and general welfare.

5 (i). The recommendations of the Director, City Engineer, and the Fire Code Official
6 shall become part of the record.

7 **22.23.006 Decisions.**

8 (a) The Director may approve, approve with conditions, or deny a binding site plan.

9 (b) If the site plan meets the requirements of FMC 22.23.005 (A) through (H), the
10 Director shall approve the binding site plan by signing the Department certificate on the
11 face of the binding site plan.

12 (c) The binding site plan shall contain applicable descriptions or attachments setting
13 forth limitations and conditions to which the plan is subject, including any applicable
14 irrevocable dedications of property and containing a provision requiring that any
15 development of the site shall be in conformity with the approved site plan.

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

21 (e) Effect of Approval. The approval of a binding site plan shall not be a guarantee that
22 future permits will be granted for any structures or development within said area, and a
23 notation to this effect shall be stated on the face of the binding site plan.

24 (f) If the binding site plan is unable to comply with the requirements of FMC 22.23.005
25 (A) through (H), the binding site plan shall be denied.

26 **22.23.007 Recording and binding effect.**

27 (a) Prior to recording, the approved binding site plan shall be surveyed and the final
28 recording forms shall be prepared by a professional land surveyor, licensed in the state
29 of Washington. Surveys shall include those items prescribed by RCW 58.09.060,
30 Records of survey, contents – Record of corner, information.

31 (b) The approved binding site plan recording forms shall include the following, in the
32 format prescribed by the Director:

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

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

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

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

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

(6) Approval of the City Engineer; and

(7) Approval of the Director.

(c) Binding site plans shall be recorded with the Pierce County Auditor with a record of survey.

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

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

Section 5. Ordinance 1562 §6 and FMC 22.32.005 are hereby amended to read as follows:

22.32.005 Development standards. (R4 Zone)

Maximum density	4 dwelling units per gross acre.
Minimum lot area	8,000 square feet.
Maximum height	30 feet. See FMC 22.58.007 for exceptions.
Maximum floor area ratio	0.35. See FMC 22.58.026 for FAR standards.
Minimum front yard setback	25 feet. See FMC 22.58.002 for setback reduction and allowable encroachments.
Minimum interior side yard setback	8 feet. See FMC 22.58.002 for allowable encroachments.
Minimum side street side yard setback	15 feet. See FMC 22.58.002 for allowable encroachments.
Minimum rear yard setback	20 feet. See FMC 22.58.002 for allowable encroachments.
Exterior wall modulation	Building elevations greater than 40 feet in length, measured horizontally, shall incorporate wall plane projections or recesses having a depth of at least 4 feet for front and side street side yard elevations of single-family dwellings, and 6 feet for all elevations of all other

	buildings. The projections or recesses shall extend at least 20% of the length of the facade. No uninterrupted length of any elevation shall exceed 40 horizontal feet. See FMC 22.64.009 for an illustration of this requirement.
Articulation	Building elevations greater than exceeding 20 feet in length, measured horizontally, shall incorporate a minimum of two articulation components, such as a stoop, porch, chimney or other substantial projections, windows, multiple contrasting siding materials, or substantial trim including a belt course, to visually and/or functionally break up flat, blank or undifferentiated elevations. Building elevations greater than 30 feet in length, measured horizontally, and exceeding 12 feet in height, measured from finished grade to top of wall where it connects to roof structure, shall incorporate a minimum of three articulation components.
Accessory building standards	See FMC 22.58.003 .
Maximum lot coverage for structures	40% for all structures combined.
Maximum impervious surface coverage	50% for structures and other impervious surfaces combined.
Minimum lot width	60 feet.
Minimum frontage on a public street	60 feet. 45 feet if located on a cul-de-sac or facing the inside curve of a street.
Additional specific use and structure regulations	See Chapter 22.58 FMC.
Parking and circulation	See Chapter 22.60 FMC.
Landscape regulations	See Chapter 22.62 FMC.
Design standards	See Chapter 22.64 FMC.
<i>Calculations resulting in a fraction shall be rounded to the nearest whole number with .50 being rounded up.</i>	

Section 6. Ordinance 1562 §8 and FMC 22.34.005 are hereby amended to read as follows:

22.34.005 Development standards. (R-4-C zone)

Maximum density	4 dwelling units per gross acre for small lot development. 8 dwelling units per gross acre for cottage housing.
Density bonus	The following density bonuses, not to exceed 30% combined, may be permitted for small lot development: a. A 5% increase in density if $\geq 30\%$ of the development site is retained as common open space, and which must be contiguous or larger than 1 acre in area. b. A 10% increase in density if a pedestrian trail system is provided within the common open space area, consistent with a trails plan. c. A 10% percent increase in density if a minimum 35% of the required common open space is improved as an active recreational area. Active recreational areas include, but are not limited to: i. Clearly defined athletic fields and/or activity courts. ii. Recreation centers or community facilities. d. A 1% increase in density for each 5% additional increase in common open space provided beyond the minimum percentage required.
Minimum and maximum lot area	Small lot development: See Chapter 22.63 FMC Cottage housing: See FMC 22.58.027
Maximum height	Family group home and public or quasi-public building Other uses: 35 feet. Small lot development: See Chapter 22.63 FMC. Cottage housing: See FMC 22.58.027 . Exceptions may be authorized per FMC 22.58.007 .
Minimum and maximum front yard, interior side yard, side street side yard, and rear yard setback	Small lot development: See Chapter 22.63 FMC. Cottage housing: See FMC 22.58.027 . Family group home and public or quasi-public building Other uses: To be determined through the administrative design review process. If not specified, FMC 22.58.002 encroachment standards will apply.
Exterior wall modulation	Small lot development: See Chapter 22.63 FMC. Cottage housing: See FMC 22.58.027 . For other uses family group home and public or quasi-public building , elevations greater than 40 feet in length, measured horizontally, shall incorporate wall plane projections or recesses having a depth of at least 6 feet. The projections or recesses shall extend at least 20% of the length of the facade. No uninterrupted length of any

	elevation shall exceed 40 horizontal feet. See FMC 22.64.009 for an illustration of this requirement.
Articulation	Small lot development: See Chapter 22.63 FMC. Cottage housing: See FMC 22.58.027 . For other uses family group home and public or quasi-public building, building elevations greater than <u>exceeding</u> 20 feet in length, measured horizontally, shall incorporate <u>a minimum of two articulation components, such as</u> a stoop, porch, chimney or other substantial projections, windows, multiple contrasting siding materials, or substantial trim including a belt course, to visually and/or functionally break up flat, blank or undifferentiated elevations. Building elevations greater than 30 feet in length, measured horizontally, <u>and exceeding 12 feet in height, measured from finished grade to top of wall where it connects to roof structure,</u> shall incorporate a minimum of three articulation components.
Accessory building standards	Small lot development: See Chapter 22.63 FMC. Cottage housing: See FMC 22.58.027 . If not specified, FMC 22.58.003 standards will apply.
Maximum impervious surface coverage	Small lot development: See Chapter 22.63 FMC. Cottage housing: See FMC 22.58.027 . For other uses family group home and public or quasi-public building, 50% for all structures and other impervious surfaces combined.
Maximum developable slope	Subject to the requirements of Chapter 22.100 FMC.
Additional specific use and structure regulations	See Chapter 22.58 FMC.
Parking and circulation	Small lot development: See Chapter 22.63 FMC. Cottage housing: See FMC 22.58.027 . For other uses family group home and public or quasi-public building, see Chapter 22.60 FMC.
Landscape regulations	Small lot development: See Chapter 22.63 FMC. Cottage housing: See FMC 22.58.027 . For other uses family group home and public or quasi-public building: See Chapter 22.62 FMC.
Design standards	Small lot development: See Chapter 22.63 FMC. Cottage housing: See FMC 22.58.027 . For other uses family group home and public or quasi-public building: See Chapter 22.64 FMC.
Critical areas	See Chapter 22.92 FMC.

Calculations resulting in a fraction shall be rounded to the nearest whole number, with .50 being rounded up.

Section 7. Ordinance 1562 §10 and FMC 22.36.005 are hereby amended to read as follows:

22.36.005 Development standards. (R6 Zone)

Maximum density	6 dwelling units per gross acre.
Minimum lot area	5,000 square feet.
Maximum height	27 feet (where minimum roof slope of 6:12 for all parts of the roof above 18 feet is provided). Otherwise, 18 feet. See FMC 22.58.007 for exceptions.
Maximum floor area ratio	0.35. See FMC 22.58.026 for FAR standards.
Minimum front yard setback	20 feet. See FMC 22.58.002 for setback reduction and allowable encroachments.
Minimum interior yard setback	5 feet for first story. 8 feet for side second story. See FMC 22.58.002 for allowable encroachments.
Minimum side street side yard setback	15 feet. See FMC 22.58.002 for allowable encroachments.
Exterior wall modulation	Building elevations greater than 40 feet in length, measured horizontally, shall incorporate wall plane projections or recesses having a depth of at least 4 feet for front and side street side yard elevations of single-family dwellings, and 6 feet for all elevations of all other buildings. The projections or recesses shall extend at least 20% of the length of the elevation. No uninterrupted length of any elevation shall exceed 40 horizontal feet. See FMC 22.64.009 for an illustration of this requirement.
Articulation	Building elevations exceeding greater than 20 feet in length, measured horizontally, shall incorporate <u>a minimum two articulation components, such as</u> a stoop, porch, chimney or other substantial projections, windows, multiple contrasting siding materials, or substantial trim including a belt course, to visually and/or functionally break up flat, blank or undifferentiated elevations. Building elevations greater than 30 feet in length, measured horizontally, <u>and exceeding 12 feet in height, measured from finished grade to top of wall</u>

	<u>where it connects to roof structure</u> , shall incorporate a minimum of three articulation components.
Minimum rear yard setback	20 feet. See FMC 22.58.002 for allowable encroachments.
Accessory building standards	See FMC 22.58.003 .
Maximum lot coverage for structures	40% for all structures combined, except that up to 200 square feet of a covered, unenclosed front porch having a 6-foot minimum depth may be excluded from total.
Maximum impervious surface coverage	50% for all structures and other impervious surfaces combined, except that porches excluded above, and driveway strips less than or equal to 2 feet wide leading to a detached garage in rear 50% of a lot, may be excluded from total.
Minimum lot width	50 feet.
Minimum frontage on a public street	50 feet. 35 feet if located on a cul-de-sac or facing the inside curve of a street.
Additional specific use and structure regulations	See Chapter 22.58 FMC.
Parking and circulation	See Chapter 22.60 FMC.
Landscaping regulations	See Chapter 22.62 FMC.
Design standards	See Chapter 22.64 FMC.
<i>Calculations resulting in a fraction shall be rounded to the nearest whole number with .50 being rounded up.</i>	

Section 8. Ordinance 1562 §12 and FMC 22.38.005 are hereby amended to read as follows:

22.38.005 Development standards. (R8 Zone)

Maximum density	8 dwelling units per gross acre.
Minimum lot area	To be determined through the PD review process – see Chapter 22.76 FMC.
Maximum height	35 feet. Exceptions may be authorized per FMC 22.58.007 and through the PD review process – see Chapter 22.76 FMC.

Minimum and maximum front yard, interior side yard, side street side yard, and rear yard setback	Setbacks and allowable encroachments to be determined through the PD review process – see Chapter 22.76 FMC. If not specified, FMC 22.58.002 encroachment standards will apply.
Exterior wall modulation	Building elevations greater than 40 feet in length, measured horizontally, shall incorporate wall plane projections or recesses having a depth of at least 4 feet for front and side street side yard elevations of single-family dwellings, and 6 feet for all elevations of all other buildings. The projections or recesses shall extend at least 20% of the length of the elevation. No uninterrupted length of any elevation shall exceed 40 horizontal feet. See FMC 22.64.009 for an illustration of this requirement.
Articulation	Building elevations exceeding greater than 20 feet in length, measured horizontally, shall incorporate <u>minimum two articulation components, such as</u> a stoop, porch, chimney or other substantial projections, windows, multiple contrasting siding materials, or substantial trim including a belt course, to visually and/or functionally break up flat, blank or undifferentiated elevations. Building elevations greater than 30 feet in length, measured horizontally, <u>and exceeding 12 feet in height, measured from finished grade to top of wall where it connects to roof structure,</u> shall incorporate a minimum of three articulation components.
Accessory building standards	To be determined through the PD process – see Chapter 22.76 FMC. If not specified, FMC 22.58.003 standards will apply.
Maximum lot coverage for structures	To be determined through the PD review process – see Chapter 22.76 FMC.
Maximum impervious surface coverage	65% of the developable site area for all structures and other impervious surfaces combined.
Development not subject to planned development approval	For development that is not subject to planned development approval, or for modifications to existing development constructed prior to adoption of planned development requirements, lot size, setbacks, lot coverage and impervious surface area coverage shall comply with the development standards in FMC 22.36.005 (R-6 zone).
Additional specific use and structure regulations	See Chapter 22.58 FMC.

Parking and circulation	See Chapter 22.60 FMC.
Landscaping regulations	See Chapter 22.62 FMC.
Design standards	See Chapter 22.64 FMC. Site-specific design guidelines may be required as part of planned development approval. <u>See also multifamily design standards and guidelines adopted by reference in Chapter 22.63 FMC.</u>
Critical areas	See Chapter 22.92 FMC.
<i>Calculations resulting in a fraction shall be rounded to the nearest whole number with .50 being rounded up.</i>	

Section 9. Ordinance 1311 §6 and FMC 22.40.005 are hereby amended to read as follows:

22.40.005 Development standards. (R-10-TCD Zone)

Maximum density	10 dwelling units per gross acre.
Minimum and maximum lot area	To be determined through the PD review process – see Chapter 22.76 FMC.
Maximum height	35 feet. Exceptions may be authorized per FMC 22.58.007 and through the PD review process – see Chapter 22.76 FMC.
Minimum and maximum front yard, interior side yard, side street side yard, and rear yard setback	Setbacks and allowable encroachments to be determined through the PD review process – see Chapter 22.76 FMC. If not specified, FMC 22.58.002 encroachment standards will apply.
Accessory structure standards	To be determined through the PD review process – see Chapter 22.76 FMC. If not specified, FMC 22.58.003 standards will apply.
Maximum lot coverage for structures	To be determined through the PD review process – see Chapter 22.76 FMC.
Maximum impervious surface coverage	65% of the developable site area for all structures and other impervious surfaces combined.
Exterior wall modulation	Facades greater than 40 feet in length, measured horizontally, shall incorporate wall plane projections or recesses having a depth of at least 4 feet for front and side street side yard elevations of single-family dwellings and duplexes, and 6 feet for all elevations of all other buildings. The projections or recesses shall extend at least 20% of the length of the facade. No uninterrupted

	length of any facade shall exceed 40 horizontal feet. See FMC 22.64.009 for an illustration of this requirement.
<u>Articulation</u>	<u>Building elevations exceeding 20 feet in length, measured horizontally, shall incorporate minimum two articulation components, such as a stoop, porch, chimney or other substantial projections, windows, multiple contrasting siding materials, or substantial trim including a belt course, to visually and/or functionally break up flat, blank or undifferentiated elevations. Building elevations greater than 30 feet in length, measured horizontally, and exceeding 12 feet in height, measured from finished grade to top of wall where it connects to roof structure, shall incorporate a minimum of three articulation components.</u>
Maximum % of multifamily dwelling units allowed	50% of the total number of units within a development.
Additional specific use and structure regulations	See Chapter 22.58 FMC.
Parking and circulation	See Chapter 22.60 FMC.
Landscaping regulations	See Chapter 22.62 FMC.
Design standards	See Chapter 22.64 FMC. <u>See also multifamily design standards and guidelines adopted by reference in Chapter 22.63 FMC.</u>
Critical areas	See Chapter 22.92 FMC.
<i>Calculations resulting in a fraction shall be rounded to the nearest whole number with .50 being rounded up.</i>	

Section 10. Ordinance 1562 §16 and FMC 22.42.005 are hereby amended to read as follows:

22.42.005 Development standards. (R20 Zone)

Maximum density	20 dwelling units per gross acre.
Minimum or maximum lot area	To be determined through the conditional use permit or site plan review process – see Chapter 22.68 or 22.72 FMC.
Maximum height	35 feet. A maximum 45-foot height may be authorized if one or more levels of structured parking is provided at or below grade level within the building footprint. For other exceptions, see FMC 22.58.007 .

Minimum front yard setback	25 feet for first 35 feet of building height. Portions of a building above 35 feet shall be stepped back an additional 10 feet from the underlying story wall plane.
Minimum interior side yard setback	8 feet for first 35 feet of building height. Portions of a building above 35 feet shall be stepped back an additional 10 feet from the underlying story wall plane.
Minimum side street side yard setback	15 feet for first 35 feet of building height. Portions of a building above 35 feet shall be stepped back an additional 10 feet from the underlying story wall plane.
Minimum rear yard setback	20 feet for first 35 feet of building height. Portions of a building above 35 feet shall be stepped back an additional 10 feet from the underlying story wall plane.
Minimum dwelling structure separation	10 feet for first 35 feet of building height. Portions of a building above 35 feet shall be stepped back an additional 10 feet from the underlying story wall plane.
Exterior wall modulation	Building elevations greater than 40 feet in length, measured horizontally, shall incorporate wall plane projections or recesses having a depth of at least 4 feet for front and side street side yard elevations of duplexes, and 6 feet for all elevations of all other buildings. The projections or recesses shall extend at least 20% of the length of the elevation. No uninterrupted length of any elevation shall exceed 40 horizontal feet. See FMC 22.64.009 for an illustration of this requirement.
Articulation	Building elevations exceeding greater than 20 feet in length, measured horizontally, shall incorporate <u>minimum two articulation components, such as</u> a stoop, porch, chimney or other substantial projections, windows, multiple contrasting siding materials, or substantial trim including a belt course, to visually and/or functionally break up flat, blank or undifferentiated elevations. Building elevations greater than 30 feet in length, measured horizontally, <u>and exceeding 12 feet in height, measured from finished grade to top of wall where it connects to roof structure,</u> shall incorporate a minimum of three articulation components.
Maximum lot coverage for structures	55% for all structures combined. 65% for all structures combined if at least 50% of required parking is provided at or below grade level within the building footprint.
Maximum impervious surface coverage	75% for all structures and other impervious surfaces combined.

Additional specific use and structure regulations.	See Chapter 22.58 FMC.
Parking and circulation	See Chapter 22.60 FMC.
Landscaping regulations	See Chapter 22.62 FMC.
Design standards	See Chapter 22.64 FMC. <u>See also multifamily design standards and guidelines adopted by reference in Chapter 22.63 FMC.</u>
<i>Calculations resulting in a fraction shall be rounded to the nearest whole number with .50 being rounded up.</i>	

Section 11. Ordinance 1562 §17 and FMC 22.43.005 are hereby amended to read as follows:

22.43.005 Development standards. ([R30 Zone](#))

Maximum density	30 dwelling units per gross acre.
Minimum or maximum lot area	To be determined through the conditional use permit or site plan review process – see Chapter 22.68 or 22.72 FMC.
Maximum height	40 feet. A maximum 50-foot height may be authorized if one or more level of structured parking is provided at or below grade level within the building footprint. For other exceptions, see FMC 22.58.007 .
Minimum front yard setback	25 feet for first 40 feet of building height. Portions of a building above 40 feet shall be stepped back an additional 10 feet from the underlying story wall plane.
Minimum interior side yard setback	8 feet for first 40 feet of building height. Portions of a building above 40 feet shall be stepped back an additional 10 feet from the underlying story wall plane.
Minimum side street side yard setback	15 feet for first 40 feet of building height. Portions of a building above 40 feet shall be stepped back an additional 10 feet from the underlying story wall plane.
Minimum setback abutting an R-6 or R-8 district	30 feet for first 40 feet of building height. Portions of a building above 40 feet shall be stepped back an additional 10 feet from the underlying story wall plane.
Additional setbacks	Per International Building Code.
Minimum dwelling structure separation	10 feet for first 40 feet of building height. Portions of a building above 40 feet shall be stepped back an additional 10 feet from the underlying story wall plane.

Exterior wall modulation	Building elevations greater than 40 feet in length, measured horizontally, shall incorporate wall plane projections or recesses having a depth of at least 6 feet for all building elevations. The projections or recesses shall extend at least 20% of the length of the elevation. No uninterrupted length of any elevation shall exceed 40 horizontal feet. See FMC 22.64.009 for an illustration of this requirement.
Articulation	Building elevations exceeding greater than 20 feet in length, measured horizontally, shall incorporate <u>minimum two articulation components, such as</u> a stoop, porch, chimney or other substantial projections, windows, multiple contrasting siding materials, or substantial trim including a belt course, to visually and/or functionally break up flat, blank or undifferentiated elevations. Building elevations greater than 30 feet in length, measured horizontally, <u>and exceeding 12 feet in height, measured from finished grade to top of wall where it connects to roof structure,</u> shall incorporate a minimum of 3 articulation components.
Maximum lot coverage for structures	65% for all structures combined. 75% for all structures combined if at least 50% of required parking is provided at or below grade level within the building footprint.
Maximum impervious surface coverage	85% for all structures and other impervious surfaces combined.
Additional specific use and structure regulations.	See Chapter 22.58 FMC.
Parking and circulation	See Chapter 22.60 FMC.
Landscaping regulations	See Chapter 22.62 FMC.
Design standards and guidelines	See Chapter 22.64 FMC. See also multifamily design standards and guidelines adopted by reference <u>in Chapter 22.63 FMC.</u>
<i>Calculations resulting in a fraction shall be rounded to the nearest whole number with .50 being rounded up.</i>	

Section 12. Ordinance 1562 §28 and FMC 22.50.002 are hereby amended to read as follows:

22.50.002 Permitted uses. (CMU Zone)

Uses permitted subject to site plan approval in accordance with Chapter [22.72](#) FMC and administrative design review approval in accordance with Chapter [22.66](#) FMC:

(a) Retail sales store including, but not limited to, the sale or rental of the following items: antiques, appliances (new), art and art supplies, bicycles, books, building materials, clothing, fabrics, floor coverings, flowers, food, gifts, groceries, hardware, hobby and craft supplies, home furnishings, jewelry, lawn and garden equipment and supplies, newspapers, office equipment and supplies, paint, music, pets and pet supplies, pharmaceuticals, photography supplies and processing, sporting goods, stationery, toys, vehicle parts (new/remanufactured), videos and wallpaper.

(b) Commercial service including, but not limited to: beauty and hair care, consulting, copying, dry cleaning, fitness/health studios, funeral services, laundry and cleaning (self-service), locksmithing, optical, pet grooming, post office or substation, printing, studio photography, real estate sales, repair of products listed in subsection (a) of this section, security, signs, tailoring, telecommunication sales, title, travel agency service, upholstery and vehicle detailing.

(c) Food-serving establishment including, but not limited to, bakery, cafeteria, coffee shop, confectionery, delicatessen, espresso stand, ice cream or yogurt shop, restaurant and other sit-down, self-service, or take-out establishments.

~~(c)~~(d) Microbeverage production facility, including microbreweries, microdistilleries and microwineries.

~~(d)~~(e) Commercial office including, but not limited to: medical, dental, optometric, business and professional offices.

~~(e)~~(f) Culturally enriching use including, but not limited to: art gallery, dance studio, library, museum, live theater venue and senior center.

~~(f)~~(g) Laboratory, including but not limited to: medical, dental and optical.

~~(g)~~(h) Civic, labor, social and fraternal organization.

~~(h)~~(i) Veterinary clinic, with treatment and storage of animals within an enclosed building.

~~(i)~~(j) Entertainment facility, including but not limited to: arcade, bowling alley, indoor miniature golf course, indoor movie theater, indoor skating rink, racquetball court and tennis court.

~~(j)~~(k) Hotel and motel.

~~(k)~~(l) Financial institution, including but not limited to: bank, savings and loan, and credit union.

~~(l)~~(m) Religious institution.

~~(m)~~(n) Family group home, including adult family home.

(o) Multifamily dwelling.

(p) Assisted living facility, including congregate care facility, convalescent home, hospice care center, residential care facility, and residential treatment facility.

~~(q)~~(m) Necessary public or quasi-public utility building, structure or equipment, unstaffed and less than or equal to 500 square feet in gross floor area (subject to compliance with landscape standards in Chapter [22.62](#) FMC). Excludes substation.

Section 13. Ordinance 1562 §30 and FMC 22.50.004 are hereby amended to read as follows:

22.50.004 Conditional uses. (CMU Zone)

Uses permitted subject to conditional use permit approval in accordance with Chapter [22.68](#) FMC and administrative design review in accordance with Chapter [22.66](#) FMC:

(a) Child day-care center.

(b) Preschool, accredited, public or private.

- (c) Home occupation – Type II (subject to compliance with FMC [22.58.013](#)).
- (d) Automobile and boat sales or rental, new or used.
- (e) Vehicle repair established prior to effective date of the ordinance codified in this section.
- ~~(f) Mini-storage or mini-warehouse (indoor) facility only when located on a parcel that does not have frontage on a public street.~~
- ~~(g)(f)~~ Service station established prior to effective date of the ordinance codified in this section.
- ~~(h)(g)~~ Entertainment facility, outdoor.
- ~~(i) Drive-in or drive-through facility (subject to compliance with FMC [22.60.012](#)).~~
- ~~(j)(h)~~ Adult entertainment establishments (subject to compliance with FMC [22.58.014](#)).
- ~~(k)(i)~~ Light industrial uses including: engineering-oriented pursuits such as electronics, robotics, 3-D printing, and the use of computer numerical control (CNC) tools; metalworking, woodworking, and traditional arts and crafts; small-scale assembly and manufacturing of products using processed materials that do not have the potential to create a nuisance for adjoining land uses; wholesale sale of products manufactured on site; and technological and biotechnological uses, including scientific research, testing and experimental development laboratories.
- ~~(l)(j)~~ Essential public facilities, as determined by FMC [22.58.022](#). Excludes family and general group homes and includes correctional group homes.
- ~~(m)(k)~~ Necessary public or quasi-public structure or equipment greater than 500 square feet in gross floor area (subject to compliance with landscape standards in Chapter [22.62](#) FMC). Excludes substation.
- ~~(n)(l)~~ Personal wireless service facility for which a variance is required (subject to compliance with Chapter [22.24](#) FMC).
- ~~(o)(m)~~ A use not listed above which: is not listed in another zoning district as a permitted or conditional use; is similar in nature to the above list of permitted and conditional uses; is consistent with the purpose and intent of this zoning district; and is compatible with the uses on adjoining properties.

Section 14. Ordinance 1562 §32 and FMC 22.50.006 are hereby amended to read as follows:

22.50.006 Administrative uses.

Uses permitted subject to administrative use permit approval in accordance with Chapter 22.70 FMC:

- (a) Outdoor sidewalk cafe or other food or beverage-serving facility or establishment, when located on a public sidewalk or other public right-of-way area (subject to compliance with FMC 22.58.017).
- (b) Establishment licensed by the Washington State Liquor and Cannabis Board to serve liquor for on-premises consumption in an outdoor customer seating area (subject to compliance with FMC 22.58.029).
- (c) Drive-up or drive-through facility (subject to compliance with FMC 22.60.012 and FMC 22.64.043).
- ~~(a)(d)~~ Light industrial uses including: engineering-oriented pursuits such as electronics, robotics, 3-D printing, and the use of computer numerical control (CNC) tools; metalworking, woodworking, and traditional arts and crafts; small-scale assembly and manufacturing of products using processed materials that do not have the potential to create a nuisance for adjoining land uses; wholesale sale of products manufactured on

site; and technological and biotechnological uses, including scientific research, testing and experimental development laboratories.

~~(b)~~(e) Outdoor seasonal sales, such as Christmas tree or pumpkin patch lots, or other outdoor special event sales.

~~(e)~~(f) Personal wireless service facility (subject to compliance with Chapter 22.24 FMC).

Section 15. Ordinance 1562 §33 and FMC 22.50.007 are hereby amended to read as follows:

22.50.007 Prohibited uses.

The following uses are prohibited:

(a) Automobile wrecking yard.

(b) Impound yard.

(c) Junk or salvage yard.

(d) Mini-storage or mini-warehouse-~~(outdoor)~~.

Section 16. Ordinance 1562 §34 and FMC 22.50.008 are hereby amended to read as follows:

22.50.008 Development standards. (CMU Zone)

Maximum density	30 dwelling units per acre.
Maximum height	45 feet. A maximum 55-foot height may be authorized if one or more levels of structured parking is provided at or below grade level within the building footprint. For other exceptions, see FMC 22.58.007 .
Front yard and side street side yard setback	Zero feet minimum/20 feet maximum for first two stories. Additional stories shall be stepped back at least 10 feet from the wall plane established for the first two stories.
Minimum interior side yard setback	10 feet for first two stories. Additional stories shall be stepped back at least 5 feet from the wall plane established for the first two stories.
Minimum rear yard setback	10 feet, except when abutting an R district (see below).
Minimum setback when abutting an R district	20 feet for first two stories. Additional stories shall be stepped back at least 10 feet from the wall plane established for the first two stories.
Maximum lot coverage for structures	65% for all structures combined. 75% for all structures combined if at least 50% of required parking is provided at or below grade level within the building footprint.
Maximum impervious surface coverage	85% for structures and other impervious surfaces combined.

Exterior wall modulation	Building elevations greater than 80 feet in length, measured horizontally, shall incorporate wall plane projections or recesses having a depth of at least 4% of the length of the facade, but no less than 6 feet. The projections or recesses shall extend at least 20% of the length of the facade. No uninterrupted length of any facade shall exceed 80 horizontal feet. See FMC 22.64.009 for an illustration of this requirement. Alternative designs that: incorporate recessed or projecting balconies; use base, middle and top treatments with different forms; include roof modulation; and/or provide strong articulation of the facade through the use of multiple siding materials and textures, various building forms, awnings and variation in colors – in conjunction with appropriate landscaping, may be approved in lieu of compliance with the wall modulation standard specified above.
Business hours	Limitations may be imposed through the site plan review or conditional use permit review processes in order to mitigate impacts on nearby land uses. See Chapters 22.68 and 22.72 FMC.
Limitation on nonretail use	For a lot or a group of lots having a gross lot area greater than 0.5 acres, the ground floor of buildings within 250 feet of the Mildred Street ROW on such lots shall be designed to accommodate retail use per FMC 22.64.016 and FMC 22.64.020 . Not more than 20% of building floor within this ground floor may be leased or otherwise made available for nonretail use. A lot with an area that exceeds 0.5 acres prior to the effective date of the ordinance codified in this section, and that is subsequently subdivided or otherwise reduced in area to less than 0.5 acres, shall remain subject to these requirements.
Additional specific use and structure regulations	See Chapter 22.58 FMC.
Pedestrian plaza requirements	See FMC 22.58.016 .
Parking and circulation	See Chapter 22.60 FMC.
Landscaping regulations	See Chapter 22.62 FMC.
Design standards and guidelines	See Chapter 22.64 FMC. See also multifamily design standards and guidelines adopted by reference in Chapter 22.63 FMC.

Ground floor use of a commercial or mixed use building	See FMC 22.64.016(a) .
Continuous storefront requirement for parking structures	See FMC 22.64.016(b) .
Minimum floor to ceiling height for ground floor commercial space	See FMC 22.64.016(c) .
Minimum storefront window area for ground floor commercial space	See FMC 22.64.020(a) .
Large retail establishment requirements.	See FMC 22.64.042 .
<i>Calculations resulting in a fraction shall be rounded to the nearest whole number with 0.50 being rounded up.</i>	

Section 17. Ordinance 1246 §15 and FMC 22.58.023 are hereby amended to read as follows:

22.58.023 Nonconforming lots, uses and structures.

(a) Application. The provisions of this section shall apply to uses and structures which become nonconforming as a result of the application of this title to them, or from classification or reclassification of a property under this title or any subsequent amendments thereto.

(b) Continuation of Nonconforming Uses and Structures. Any lawful use of land and/or building or structure existing, under construction, or for which a building or use permit has been granted and was still in force at the time this title became effective may be continued, even though the use does not conform to the provisions of the district in which it is located, subject to the following conditions:

(1) Enlargement. No building, structure or land that is nonconforming by reason of use shall be enlarged or expanded; provided, that normal upkeep, repairing and maintenance of nonconforming buildings and structures is permitted outright, provided the activities do not increase the nonconformity of the buildings or structures.

(2) Replacement. Any building or structure nonconforming by reason of use which has been damaged or destroyed by fire, earthquake, flood, wind or other disaster may be restored and the occupancy or use of the building, structure or part thereof which existed at the time of damage or destruction may be continued subject to all provisions of this title, but the restoration of the nonconforming building or structure shall not serve to extend or increase the nonconformance of the original building, structure or use. Any reconstruction authorized by this section shall commence within one year of the damage and shall be substantially completed within 18 months of the date the damage occurred.

(3) ~~Vacation~~~~Abandonment~~. If any nonconforming use of land and/or building or structure is ~~vacated~~~~abandoned~~ for a period of one year, nonconforming rights shall automatically terminate and any future use of the land and/or building or structure shall conform to the zoning district in which it is located. Notwithstanding this one-year automatic termination, ~~vacation~~~~abandonment~~ may also be deemed to be an act or failure to act on the part of the property owner which indicates an intention that the property owner does not claim or retain any interest in the right to the nonconforming use.

(4) Structural Alteration – Enlargement of Nonconforming Building or Structure. A building or structure which is nonconforming only by reason of substandard yard or height may be structurally enlarged, provided the enlargement does not increase the nonconformance, and further provided the enlarged building or structure conforms with bulk regulations relating to lot coverage or impervious surface coverage.

(5) Structural Alteration – Replacement of Nonconforming Building or Structure. A building or structure which is nonconforming by reason of substandard yard, height, lot coverage, impervious surface coverage, or other bulk regulation, may be restored or rebuilt as it originally existed upon the original foundation and perimeter, if it is damaged or destroyed by fire, earthquake, flood, wind or other natural disaster. Enlargement of the building or structure from the original design may occur in accordance with subsection (b)(4) of this section.

(6) Structural Alteration – Repair of Nonconforming Building or Structure. A building or structure which is nonconforming by reason of substandard yard, height, lot coverage, impervious surface coverage, or other bulk regulation, may be repaired or restored to its original or comparable condition and design. Modifications to the original design of the building or structure may occur in accordance with subsection (b)(4) of this section.

(7) Change of Conforming Use. Whenever a nonconforming use has been changed to a conforming use, it shall not revert to the same or different nonconforming use.

(8) Change of Ownership. Change of ownership, tenancy or management of a nonconforming use shall not affect its legal, nonconforming status.

(9) Annexation Resulting in Nonconformity. Any lawfully existing use of land or building or structure located in an unincorporated area which, through annexation, becomes nonconforming, shall be deemed a legal, nonconforming use, building or structure.

Section 18. Ordinance 1568 §4 and FMC 22.58.029 are hereby amended to read as follows:

22.58.029 Establishments serving liquor for on-premises consumption.

(a) Establishments licensed by the State of Washington Liquor and Cannabis Board to serve beer, beer and wine, or spirits, beer and wine for on-premises consumption are permitted in specified zoning districts. Such establishments providing outdoor customer seating ~~in the NC district~~ are subject to administrative use permit approval in accordance with Chapter 22.70 FMC.

(b) At a minimum, the following performance standards shall apply to establishments serving beer, beer and wine, or spirits, beer and wine for on-premises consumption within the NC ~~zone~~District. Additional requirements may be imposed in accordance with Chapter 22.70 FMC for those establishments providing outdoor customer seating in the NC district. Establishments operating out of compliance with the following provisions are subject to enforcement action under Chapter 22.95 FMC:

(1) Hours of Operation. The sale, service, and consumption of alcohol is prohibited after 10:00 p.m.

(2) Outdoor Customer Seating. Outdoor seating may be provided for customer use no later than 8:00 p.m. on Sundays through Thursdays, and no later than 9:00 p.m. on Fridays and Saturdays. Outdoor seating areas shall be closed to customers during other times. A 30-minute grace period is allowed for staff to clean the outdoor premises after customer seating hours have ended. The city may limit the amount of outdoor customer seating to minimize potential impacts on residentially zoned properties.

(3) Speakers. Music or other programming emanating from any outdoor speakers on the premises shall only be allowed during approved outdoor customer seating hours. Sounds coming from speakers on the premises, whether located inside or outside the building, shall not be audible from residentially zoned properties.

(4) Bottle Handling. Bottles and other trash and recyclable materials shall not be deposited in any exterior refuse or recycling totes, dumpsters or other receptacles during the hours of 9:00 p.m. to 7:00 a.m.

(5) Exterior Appearance. The business establishment shall maintain the exterior of its premises in a neat and clean condition at all times. All refuse collection containers, including recycling containers, shall be screened in accordance with FMC 22.58.008(d). This provision shall apply to new establishments as well as establishments existing on the effective date of the ordinance codified in this section that expand business operations to include the sale of liquor by the drink for on-premises consumption.

(6) Exterior Lighting. Exterior lighting shall comply with the outdoor lighting regulations in FMC 22.58.018 to ensure that it does not impact nearby properties.

(7) Sidewalk Cafes. A business establishment intending to establish outdoor business seating on a public sidewalk or other public right-of-way area shall comply with the sidewalk cafe regulations in FMC 22.58.017.

(c) The performance standards listed in subsection (b) shall apply to establishments in the CMU District serving beer, beer and wine, or spirits, beer and wine for on-premises consumption, except that for items (1), (2), and (4), alternative hours of operation, outdoor customer seating hours, and bottle handling hours may be authorized through the administrative use permit approval process in accordance with Chapter 22.70 FMC. Additional requirements may be imposed in accordance with Chapter 22.70 FMC for those establishments providing outdoor customer seating.

Section 19. Ordinance 1246 §16 and FMC 22.60.012 are hereby amended to read as follows:

22.60.012 Stacking spaces for drive-through facilities.

(a) A stacking space shall be an area measuring eight feet by 20 feet with direct forward access to a service window of a drive-through facility. A stacking space shall be located to prevent any vehicle from extending onto the public right-of-way, or interfering with any pedestrian circulation, traffic maneuvering, or other parking space areas. Stacking spaces for drive-through or drive-in uses may not be counted as required parking spaces.

(b) Uses providing drive-up or drive-through services shall provide vehicle stacking spaces as follows:

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(1) For each drive-up window of a bank or financial institution, business service, or other drive-through use not listed, a minimum of five stacking spaces shall be provided; and
(2) For each service window of a drive-through restaurant, a minimum of seven stacking spaces shall be provided.
(c) Generally, To reduce congestion and turning lane conflicts, drive-through facilities shall not take access from a principal arterial street. Drive-through facilities must be provided access from a secondary street or road unless a traffic and circulation study, which includes a vehicle stacking analysis, clearly demonstrates that the proposed use and site design will not result in vehicles encroaching onto the public right-of-way, or interfering with any pedestrian circulation, traffic maneuvering, or other parking space areas.

Section 20. A new section is hereby adopted to read as follows:

22.64.043 Drive Though Facilities

Intent -- Assess, promote and achieve appropriate development of drive-through facilities.

Objectives --

- To promote compatible development that fits well with, and improves, its existing or planned context;
- To protect and enhance the character and quality of the neighborhoods where drive-through facilities are located;
- To enhance public streets and contribute to a high quality public space;
- To create efficient stacking movements on site;
- To create a safe and comfortable pedestrian environment on site; and
- To minimize impacts on adjacent land uses that could be caused by on-site activities.

Context and Challenges -- Drive-through facilities have proven to be successful as they target the mobile and car-oriented market. They may operate 24 hours a day, provide convenience for the traveling public and offer a sense of security for users at night. Drive-through service has been adopted by fast food businesses, financial institutions, dry cleaners, pharmacies and other businesses. Meanwhile, walk-in service is still an important component for many businesses with drive-through facilities for customers who arrive on foot, bicycles and by vehicles but do not use the drive-through services.

While successful and popular, drive-through facilities present many urban design challenges, including respecting the urban context while designing prototypical drive-through facility sites and buildings; supporting a pedestrian friendly environment along public streets; using landscape areas effectively to improve the overall environmental and visual quality of the area; and designing efficient stacking movements on site.

(a) Locate vehicular access points to the site as far as possible from street intersections. Locate vehicle access points to corner sites on the secondary street (Figure 1).

(b) Locate surface parking areas and stacking lanes at the side or rear of buildings. (Figures 1 and 2).

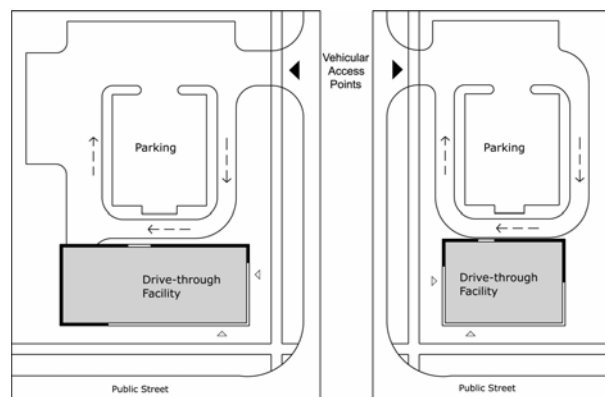


Figure 1:

Locating vehicular access points far from the intersection helps reduce potential impacts on the traffic at the intersection.

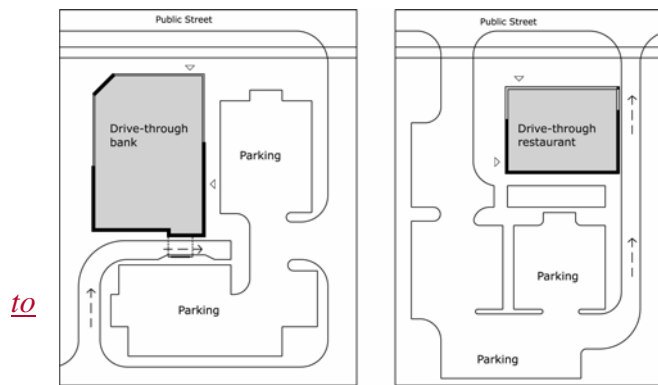


Figure 2:

Locating parking and driveway areas at the rear of the site provides opportunities frame the street edge with built structures.

(c) Minimize the number and width of driveways from the public street (Figure 3). However, avoid placing entrance or exit lanes between the building and street or sidewalk as shown in the example on the right, below.

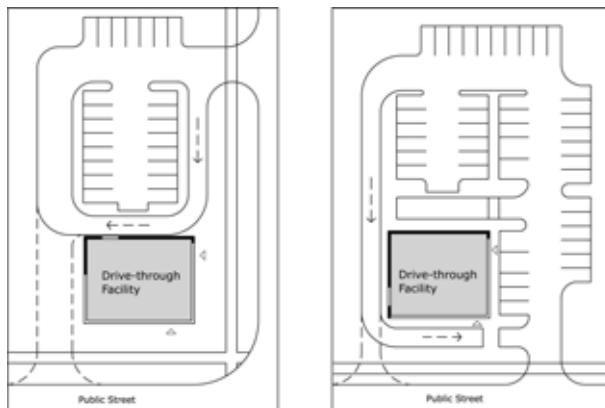


Figure 3:

Minimizing the number and width of driveways helps reduce interruptions to the public sidewalk.

(d) Locate the start point to the stacking lane at the rear of the site so that queued vehicles do not block traffic along the public streets or the movement of other vehicles on site (Figure 4).

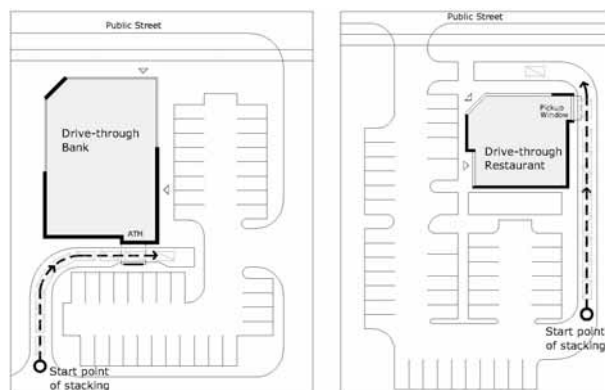


Figure 4:

In these two drive-through sites, start points are located at the rear of the site to minimize the potential impacts on other traffic that could be caused by stacking cars. However, avoid placing entrance or exit lanes between the building and street or sidewalk as shown on the right

(e) Locate stacking lanes away from adjacent sensitive uses, such as residential and

1 outdoor amenity areas, to reduce the impacts of noise and pollution that could be
2 caused by stacking cars on such uses. Use landscaping and fencing to help buffer
3 potential impacts.

4 (f) Avoid locating the stacking lane, and entrance or exit lane, between the building
5 and the public street, as noted in the examples in Figures 3 and 4.

6 (g) Provide escape lanes and the appropriate number of queuing spaces as required in
7 FMC 22.60.012 to create efficient stacking lanes and to minimize on-site conflicts
8 (Figure 5).

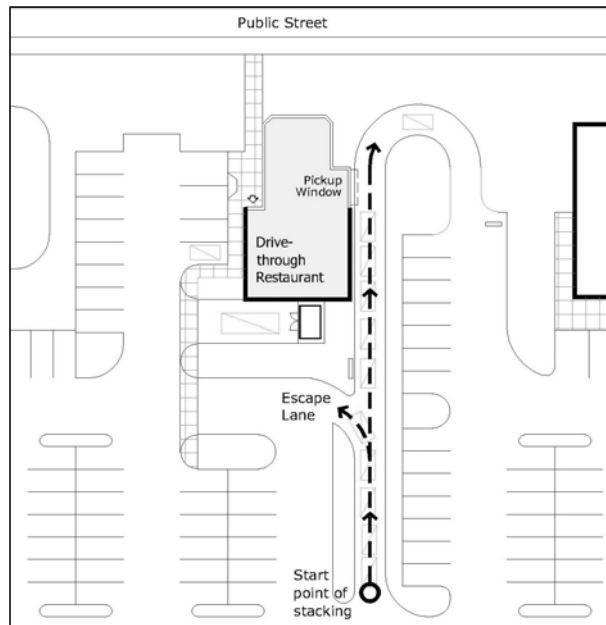


Figure 5:

In this drive-through site, sufficient queuing spaces are provided. The escape lane allows cars to exit from the stacking lane without having to drive by the pickup window.

17 (h) Separate stacking lanes from parking areas and driveways using landscaped islands,
18 decorative pavement, pervious islands and painted lines.

19 (i) Design the on-site circulation to minimize conflicts between pedestrians and
20 vehicles.

21 (j) Provide separate stacking lanes when two drive-through uses exist on the same site.

22 (k) Locate noise-generating areas, including ordering board speakers, outdoor loading
23 areas and garbage/recyclables storage, away from sensitive uses such as residential
24 areas, day care facilities and schools.

25 (l) Buffer potential noise impacts on properties where noise may be detrimental to
26 occupants with solid attenuations such as building structures, landscaped berms or
27 attenuation fencing (minimum 6 feet in height) complemented with landscaping.

28 (m) Limit sound emanating from ordering board speakers or other speaker systems to
29 a level that is not audible from residentially used properties or detrimental to occupants
30 of other nearby properties. At no time should any speaker system be audible above
31 ambient noise levels beyond the property lines of the site.

32 (n) Provide a minimum 8 foot wide landscape area, which may include a solid wall or
33 fence in addition to planting, at the edges of sites between property lines and nearby
34 entrance lanes, exit lanes, stacking lanes and other drive through facilities, in order to
35 provide screening and enhance site environmental benefits.

Section 21. A new section is hereby adopted to read as follows:

1 **22.98.445 Microbeverage production facility**

2 “Microbeverage production facility” means an establishment that manufactures
3 alcoholic and nonalcoholic beverages for distribution on or off site. Examples include
4 microbreweries, microdistilleries and microwineries. Microbeverage production
5 facilities may operate in conjunction with a tasting room, retail outlet, and/or food-
6 serving establishment.

7 **Section 22.** A new section is hereby adopted to read as follows:

8 **22.98.445.1 Microbrewery**

9 “Microbrewery” means a business known as a craft brewery that produces 5,000 barrels
10 or less of beer per calendar year. A microbrewery may sell beer of its own production
11 directly to a customer for off-premises consumption and by all other legal means. A
12 microbrewery may operate a tasting room or in conjunction with a food-serving
13 establishment. A microbrewery must be licensed by the Washington State Liquor
14 Cannabis Board and the Federal Alcohol and Tobacco Tax and Trade Bureau.

15 **Section 23.** A new section is hereby adopted to read as follows:

16 **22.98.445.2 Microdistillery**

17 “Microdistillery” means a business known as a craft distillery that produces 5,000 proof
18 gallons or less of spirits per calendar year. A microdistillery may sell spirits of its own
19 production directly to a customer for off-premises consumption and by all other legal
20 means. A microdistillery may operate a tasting room or in conjunction with a food-
21 serving establishment. A microdistillery must be licensed by the Washington State
22 Liquor Cannabis Board and the Federal Alcohol and Tobacco Tax and Trade Bureau.

23 **Section 24.** A new section is hereby adopted to read as follows:

24 **22.98.445.3 Microwinery**

25 “Microwinery” means a business engaged primarily in the production, including
26 crushing, fermentation, aging, and bottling, and distribution of no more than 5,000 cases
27 of wine per year. A microwinery may sell wine of its own production directly to a
28 customer for off-premises consumption and by all other legal means. A microwinery
29 may operate a tasting room or in conjunction with a food-serving establishment. A
30 microwinery must be licensed by the Washington State Liquor and Cannabis Board and
31 the Federal Alcohol and Tobacco Tax and Trade Bureau.

32 **Section 25.** Severability. If any section, sentence, clause or phrase of this title shall
be held to be invalid or unconstitutional by a court of competent jurisdiction, such
invalidity or unconstitutionality shall not affect the validity or constitutionality of any
other section, sentence, clause or phrase of this title.

Section 26. Publication and Effective Date. A summary of this ordinance consisting
of its title shall be published in the official newspaper of the city. This ordinance
shall be effective five (5) days after such publication.

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**PASSED BY THE CITY COUNCIL OF THE CITY OF FIRCREST,
WASHINGTON**, at a regular meeting thereof this 9th day of January, 2018.

APPROVED:

Mayor

ATTEST:

Jessica Nappi, City Clerk

APPROVED AS TO FORM:

Michael B. Smith, City Attorney

**DATE OF PUBLICATION:
EFFECTIVE DATE:**



115 RAMSDELL STREET • FIRCREST, WASHINGTON 98466-6999 • (253) 564-8901 • FAX (253) 566-0762

Memo

MEETING DATE: January 9, 2018

TO: Mayor and Council

FROM: Jeff Boers, Principal Planner
Angelie Stahlnecker, Planning and Building Administrator

SUBJECT: Title 22 Land Development Code Amendments

Background

At its December 12, 2017 meeting, Council reviewed proposed amendments to the Land Development Code. After discussion regarding whether a conditional use permit (CUP) or an administrative use permit (AUP) should be required for *light industrial uses* and businesses that include *drive-up or drive-through facilities* in the Commercial Mixed Use (CMU) zone, Council tabled the proposal and requested staff provide additional information.

Proposal

The current code requires *light industrial uses* and businesses that include *drive-up or drive-through facilities* in the CMU zone to obtain a CUP. The staff proposal, supported by the Planning Commission, would eliminate this requirement and instead require an AUP for these uses. The intent is to streamline the process for certain types of businesses where a staff-level review may be sufficient to ensure code compliance at a lower cost to an applicant in terms of processing time and fees. The amendment package also includes proposed design guidelines that would apply to *drive-up or drive-through facilities* regardless of who will make the final decision – the Commission or staff.

Analysis

The following discussion describes three primary categories of land uses allowed in the CMU zone (conditional, administrative, and permitted) and provides examples of uses allowed under each. The CUP and AUP processes are compared and contrasted, and history is provided regarding previous application processing costs and timelines for CUPs and AUPs. An explanation is provided of the site plan review process that may be required for certain projects in conjunction with the CUP or AUP process. And, some possible real-world implications of amending or retaining the current code are explored.

Land use levels. The CMU zone allows the following primary categories of land uses:

- *Conditional* uses, which possess unique characteristics due to factors such as size, technological processes, equipment, type or duration of activity, or location with respect to surroundings, streets, existing improvements, or effects or demands upon public facilities. These uses require a special degree of control to ensure consistency with the comprehensive plan and compatibility with adjacent uses and the character of the surrounding neighborhood or community. They require Planning Commission review and approval. Examples of conditional uses in the CMU zone include:
 - Child day-care center.
 - Preschool, accredited, public or private.
 - Automobile and boat sales or rental, new or used.
 - Vehicle repair.
 - Service station.
 - Entertainment facility, outdoor.
 - Adult entertainment establishments.
- *Administrative* uses, which due to their unique qualities, may require additional regulation or other special degrees of control. An administrative review process is required to ensure that the activity, if established, will be in full compliance with applicable regulations and that such uses are compatible with the comprehensive plan, adjacent uses, and the character of the vicinity. They require director review and approval. Examples of administrative uses in the CMU zone include:
 - Outdoor sidewalk cafe or other food or beverage-serving facility or establishment, when located on a public sidewalk or other public right-of-way area.
 - Outdoor seasonal sales, such as Christmas tree or pumpkin patch lots.
 - Personal wireless service facility.
 - *Light industrial uses (proposed)*
 - *Drive-up or drive-through facility (proposed)*
- *Permitted* uses, which have typically have less potential to impact nearby properties, and are permitted outright, subject to site plan approval and administrative design review approval. Examples of permitted uses in the CMU zone include:
 - Retail sales store.
 - Commercial services.
 - Food-serving establishments.
 - Commercial offices.
 - Hotel and motel.
 - Financial institution, including bank, savings and loan, and credit union.

Comparison of CUP and AUP processes. Attachment 3 highlights similarities and differences between the two processes. The CUP process requires a Commission hearing and decision, whereas the AUP process relies on a staff-level review, director decision, and public comment

period to provide opportunity for public review and input. The CUP process requires a larger radius of property owners to be notified of a proposal and establishes a longer comment period.

The approval criteria are the same for each process – meaning that the Commission and the director will apply the same criteria when issuing a decision. The criteria shown in Attachment 3 are fairly objective, so from a practical standpoint, the Planning Commission should be drawing the same conclusions as the director. For example, criterion (b) states:

The proposed use will meet or exceed all applicable development, design and performance standards and guidelines required for the specific use, location, or zoning classification.

Whether it is the Commission or the director reviewing the proposal, each will be looking for project consistency with explicit development, design and performance standards.

Comparison of applicant processing costs and timelines for CUP and AUP processes. Staff noted at the December 12th meeting that typically for most jurisdictions, the CUP process is longer and more expensive than the AUP process. Council requested a more detailed analysis of how applicant costs (fees and time) compare for the two processes in Fircrest. Attachment 4 summarizes costs for CUPs processed during 2002-2017 and the two AUPs processed in 2016-2017. The City has processed relatively few AUPs, in part because there is a limited number of uses listed in the code subject to this review process. In addition, it was not until 2015 that the code was amended to no longer require a CUP for over-height garages and instead require an AUP. As a result, the City has not had extensive experience with processing AUPs – and this small sample size somewhat hinders a direct comparison.

Comparing the cost of CUPs versus AUPs for *only* the garage proposals reveals an average cost of \$625 and 51 days for the CUP versus \$226 and 19 days for the AUP. Looking at all applications processed during 2002-2017, the average CUP fee was \$3,042 and processing time was 75 days – considerably higher than for the AUP applications. Admittedly, the CUP numbers are skewed when the expensive and time-consuming Wainwright School CUP and associated variances (treated as a single application for this analysis) are factored in. However, when the Wainwright proposal is excluded, the average cost and timeline for CUPs (\$1,245 and 66 days) remain considerably higher than for AUPs (\$226 and 19 days).

Additional processing requirements. The CUP and AUP processes are intended to review and condition projects so as to mitigate potential impacts associated with specific land uses, taking into account surrounding land uses and other unique factors. Uses subject to CUP or AUP approval may also undergo *site plan review* at the discretion of the director as part of the CUP or AUP process. This review scrutinizes the physical aspects of a project such as architectural, landscape, parking and circulation designs -- at a conceptual level. To ensure a complete review, both the CUP and AUP processes routinely incorporate site plan review for development proposals that include substantial physical improvements.

Implications of applying existing code versus proposed amendments. The following analysis is based on information received from two potential applicants concerning their plans to redevelop CMU-zoned properties. One developer is proposing to redevelop a site for a new restaurant building > 2,000 square feet plus a drive-through facility. Under today's code, this project would trigger CUP review by the Commission, major site plan review by the Commission, and design review by staff. The proposals submitted to date for informal staff review would also trigger one or more variances. Under the proposed amendments, an AUP (staff review) would be required in lieu of a CUP. However, the Commission would still conduct a hearing for the major site plan review and one or more variances for this particular project. So, even though one code requirement would be reduced by the amendment, the level of Commission involvement and public transparency for this proposal would not be significantly affected.

Another property owner plans to re-establish a drive-up window (long vacated) for a new business but would not make other significant changes to the site. Under today's code, a CUP (Commission review) would be required for the drive-up window. Under the proposed amendments, an AUP (staff review) would instead be required. This minor proposal is one which staff believes may be reviewed and authorized at the staff level. Requiring the lengthier and more expensive CUP process (including a public hearing) would be an onerous requirement given the limited scope of the project.

Summary/Recommendation

The Planning Commission's recommended code amendment to require an AUP instead of a CUP for certain uses is reflective of its desire to streamline processing timelines and lower application costs associated with smaller-scale businesses. In the case of *light industrial uses* and businesses that include *drive-up or drive-through facilities* in the CMU zone, the same objective approval criteria would apply regardless of the review process used. Each application process provides public transparency in the form of at least a comment period initiated when notices are mailed to nearby property owners.

With respect to *drive-up or drive-through facilities*, recommended design guidelines would be applied to future facilities regardless of whether the Commission, or staff, is the final decision-maker. Their adoption and implementation will ensure a high level of certainty for the applicant when designing a facility -- and a high level of consistency in terms of what is approved and built.

Attachment 3
Comparison of CUP and AUP Costs and Timelines

				Processing Cost	Processing Time
02-08	CUP	Com	Whittier Bus Lane	\$3,004.52	41 days
03-05	CUP	Com	Parking lot expansion	\$881.96	87 days
03-06	CUP	Com	Waiters Wainwright Day Care	\$777.34	57 days
03-08	CUP	Com	2110 Mildred – Bodine - Sunrise Center	\$4,170.81	158 days
04-11	CUP	Com	Sunrise Auto Bodine	\$698.70	49 days
05-03	CUP	Com	Daycare 910 dartmouth Waiters	\$810.56	122 days
08-09	CUP	Com	Bodine/Aamco	\$617.30	27 days
10-05	CUP	Com	daycare at wheelz	\$641.73	40 days
13-01	CUP	Res	Garage	\$800.29	63 days
13-08	CUP	Res	Nichols Home Occupation Type II	\$842.45	48 days
14-04	CUP	Res	Garage	\$448.94	39 days
15-01	CUP	Com	Wainwright School (CUP, 2 Variances)	22811.25	169 days
16-09	AUP	Res	Garage	\$182.66	13 days
17-01	AUP	Res	Garage	\$269.74	25 days
17-11	AUP	Res	Garage	\$215.89	16 days

Comparison of CUP and AUP Processes

	Type	Decision	Pre-application required	Notice	Comment Period	Public Hearing	Notice of Decision*	Decision based on Objective Criteria	Can approval contain conditions	Appealable
AUP	II-A	Director	No	100 feet	10 days	No	Yes	Yes	Yes	Yes
CUP	III-A	Planning Commission	Yes	300-500 feet	14-30 days	Yes	Yes	Yes	Yes	Yes

*to applicant and any parties that have commented

AUP Criteria

- (a) The proposed use will not be detrimental to the public health, safety, and welfare; injurious to property or improvements in the vicinity; or adversely affect the established character of the surrounding vicinity.
- (b) The proposed use will meet or exceed all applicable development, design and performance standards and guidelines required for the specific use, location, or zoning classification.
- (c) The proposed use will be consistent and compatible with the goals, objectives and policies of the comprehensive plan.
- (d) All conditions necessary to lessen any impacts of the proposed use are measurable and can be monitored and enforced.

CUP Criteria

- (a) The proposed use will not be detrimental to the public health, safety, and welfare; injurious to property or improvements in the vicinity; or adversely affect the established character of the surrounding vicinity.
- (b) The proposed use will meet or exceed all applicable development, design and performance standards and guidelines required for the specific use, location, or zoning classification.
- (c) The proposed use will be consistent and compatible with the goals, objectives and policies of the comprehensive plan.
- (d) All conditions necessary to lessen any impacts of the proposed use are measurable and can be monitored and enforced.

FROM: **Scott Pingel, City Manager**

ATTACHMENTS: [Resolution](#)
[PCRC 2018 Meeting Dates](#)

**CITY OF FIRCREST
RESOLUTION NO. 1518**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
FIRCREST, WASHINGTON, APPOINTING COUNCILMEMBER
_____ AS REPRESENTATIVE TO THE PIERCE
COUNTY REGIONAL COUNCIL, AND FURTHER APPOINTING
COUNCILMEMBER _____ AS ALTERNATE
REPRESENTATIVE TO THE PIERCE COUNTY REGIONAL
COUNCIL.**

WHEREAS, the City of Fircrest has been a participating member of the Pierce County
Regional Council (PCRC) since 1992; and

WHEREAS, an appointment needs to be made for a representative and alternate
representative on the Pierce County Regional Council for the year 2018. Now, Therefore,

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF FIRCREST:

Section 1. Councilmember _____ is hereby appointed as the City of Fircrest
representative to the Pierce County Regional Council for a one-year term, commencing
January 1, 2018 and expiring December 31, 2018.

Section 2. Councilmember _____ is hereby appointed as alternate representative
to the Pierce County Regional Council for a one-year term, commencing January 1, 2018
and expiring December 31, 2018.

**APPROVED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF
FIRCREST, WASHINGTON**, at a regular meeting thereof this 9th day of January 2018.

APPROVED:

Mayor

ATTEST:

Jessica Nappi, City Clerk

APPROVED AS TO FORM:

Michael B. Smith, City Attorney



2018 PIERCE COUNTY REGIONAL COUNCIL (PCRC) MEETING DATES

Pierce County Regional Council (PCRC) meetings are held the third Thursday of the month, beginning at 6:00 p.m. at the Pierce County Public Services Building (Annex), 2401 South 35th Street, South Entrance, Tacoma, WA

January 18

February 15 – **General Assembly**

Bates Technical College – Mohler Campus

2320 South 19th Street, Tacoma

6:00 p.m.

March 15

April 19

May 17

June 21

July 19

August 16

September 20

October 18

November 15

December 20

The PCRC Operations and Transportation Committees meetings are held on the same dates as the regular PCRC meetings, beginning at 5:00 p.m., at the same location.

Please contact Cindy Anderson, Clerk, at cindy.anderson@co.pierce.wa.us or 253-798-2630 if you have any questions.