

CITY COUNCIL WORKSHOP

**April 7, 2015
5:30 p.m.**

AGENDA



“Where Dreams Can Soar”

The City of Bonney Lake’s Mission is to protect the community’s livable identity and scenic beauty through responsible growth planning and by providing accountable, accessible and efficient local government services.
www.ci.bonney-lake.wa.us

The City Council may act on items listed on this agenda, or by consensus give direction for future action. The Council may also add and take action on other items not listed on this agenda.

Location: Bonney Lake Justice & Municipal Center, 9002 Main Street East, Bonney Lake, Washington.

I. Call to Order: Mayor Neil Johnson, Jr.

II. Roll Call:

Elected Officials: Mayor Neil Johnson, Jr., Deputy Mayor Dan Swatman, Councilmember Mark Hamilton, Councilmember Donn Lewis, Councilmember Randy McKibbin, Councilmember Katrina Minton-Davis, Councilmember James Rackley, and Councilmember Tom Watson.

III. Agenda Items:

A. Presentation: East Pierce Fire & Rescue Chief Jerry Thorson – Inlet Island Fire Station (No advance materials)

B. Council Open Discussion

p.3 **C. Review of Draft Minutes:** March 17, 2015 Workshop, March 24, 2015 Meeting

p. 13 **D. Tabled for further discussion on 3/24/15:** AB15-36 – Ordinance D15-36 – Amending Chapter 5.08 of BLMC and the Corresponding Portions Of Ordinance Nos. 1236 and 1256 Related To Business Licenses

p. 17 **E. Discussion:** AB15-42 – Ordinance D15-42 – Amendment to Planning Fees – Design Review and Site Plan Review

F. Discussion: City website update (No advance materials)

IV. Executive Session: Pursuant to RCW 42.30.110, the City Council may hold an executive session. The topic(s) and the session duration will be announced prior to the executive session.

V. Adjournment

For citizens with disabilities requesting translators or adaptive equipment for listening or other communication purposes, the City requests notification as soon as possible of the type of service or equipment needed.

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**CITY COUNCIL
WORKSHOP**

**March 17, 2015
5:30 P.M.**

DRAFT MINUTES



“Where Dreams Can Soar”

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Location: Bonney Lake Justice & Municipal Center, 9002 Main Street East, Bonney Lake, Washington.

- I. Call to Order** –Mayor Neil Johnson, Jr. called the meeting to order at 5:30 p.m.
- II. Roll Call:** Administrative Services Director/City Clerk Harwood Edvalson called the roll. In addition to Mayor Johnson, elected officials attending were Deputy Mayor Dan Swatman, Councilmember Mark Hamilton, Councilmember Katrina Minton-Davis, Councilmember James Rackley, Councilmember Donn Lewis, and Councilmember Tom Watson. Councilmember Randy McKibbin was absent from the workshop.

**Councilmember Lewis moved to excuse Councilmember McKibbin’s absence.
Councilmember Lewis seconded the motion.**

**Motion to excuse
Councilmember McKibbin’s
absence approved 6 – 0.**

Staff members in attendance were City Administrator Don Morrison, Public Works Director Dan Grigsby, Community Development Director John Vodopich, Chief Financial Officer Cherie Gibson, Police Chief Dana Powers, Facilities and Special Projects Manager Gary Leaf, City Attorney Kathleen Haggard, Administrative Services Director/City Clerk Harwood Edvalson, and Administrative Specialist II Renee Cameron.

III. Agenda Items:

A. Proclamation: Mary Charron Day – March 21, 2015

Mayor Johnson read the Mary Charron Day Proclamation and said he felt it important to show recognition of the community. He spoke regarding Mary’s contributions to the community and others, shared personal moments he had with Mary, and introduced Mary’s husband, Val Charron. Mr. Charron spoke regarding his wife, and thanked the Mayor for his friendship to Mary, and to himself. Councilmember Hamilton said he thought it would be appropriate to have a yearly recognition of those that the City has lost to cancer.

B. Council Open Discussion

Madrona Park. Councilmember Watson stated his concern about the no trespassing sign located at the entrance to driveway at the Madrona Park. Mayor Johnson said this is an entrance area to a private property driveway that the private property owner has likely placed onto their property. Mayor Johnson said staff can talk with the property owner to see if they

could put their no trespassing sign further up their driveway, so access to the park entrance is more obvious.

BIG Serve Community Summit/ Beautify Bonney Lake Service Project. Councilmember Watson said that the BIG SERVE 22nd Annual Community Summit will be held on March 19, 2015 at Mountain View Middle School and discussed the Pre-Summit Sessions, one of which is Beautify Bonney Lake planting a tree and doing some bark work at the high school.

Local Government Leadership Forum. Councilmember Watson said he will be attending the Local Government Leadership Forum in Lacey on March 18th with Administrative Services Director Edvalson.

Communities for Families Meeting. Councilmember Watson said he attended the Communities for Family Meeting on March 5th and they have a very extensive meeting with informational flyers and details to what they are doing. He said lice is out of control at all of the schools right now, and families with limited income are having difficulty properly treating the lice. He also spoke of some needs of local families, and the sad number of homeless preschoolers in the area.

Death by Chocolate. Councilmember Watson reminded Council and the Mayor that the Death by Chocolate event is Saturday, March 21st and again encouraged everyone to attend. Deputy Mayor Swatman said even if they cannot attend the event that donations are always welcome. Councilmember Watson advised said donations can go to assist those in need of eyeglasses, through the Lions Club.

Open House with Representative Stokesbury. Deputy Mayor Swatman said the City hosted an open house with Representative Drew Stokesbury was on Saturday, March 14th. He said it was a great one on one discussion with our area's representative, and Buckley's Mayor Pat Johnson.

Lake Tapps Improvements Tour with Cascade Water Alliance. Deputy Mayor Swatman said he, Utilities Supervisor Dave Cihak, and Public Works Director Grigsby toured the work and improvements being done by Cascade Water Alliance.

Park's Plan Committee. Deputy Mayor Swatman said the Parks Planning Committee is progressing and the City should see some output in the next three weeks or so. His thought is that the Committee will have an ultimate master plan that the Council can take a look at and then when there is consensus as to what projects can be moved forward and completed.

Public Works Center. Deputy Mayor Swatman asked if there are any details regarding the new Public Works Facilities and an actual date set for the siting of the new facility. Mayor Johnson asked City Administrator Morrison what the current status and wants to see some action on the development. City Administrator said the preliminary environmental study is complete and it would not be cost effective to relocate the wetland on the proposed site. He said they are still looking at the two sites, using the 96th Street site for, and the other site for the configuration for the main building. He said he is still waiting to hear back from ARC for an update of the proposed sites and building configuration. Deputy Mayor Swatman said it is important to get development started out in Easttown, and believes the City moving forward with the new Public Works Center will help get commercial development started out in Easttown.

186th Ave Corridor Improvements. Deputy Mayor Swatman said the Community Development Committee have been doing a great job getting the 1886th Avenue Corridor improvements moving forward and it is on an expected timeline for the beginning of 2016 to have the plans and approval for the improvements, with construction in the spring of 2016.

C. Review of Draft Minutes: March 3, 2015 Workshop and March 10, 2015 Meeting

Minor corrections were made to the minutes, which were forwarded to the March 24, 2015 Meeting for action.

D. Discussion: AB15-31 – Amending the BLMC Regarding Boat Launch Fees and Disabling Bollards.

Mayor Johnson said this was at his directive and he has had issues with the bollards and wanted to have staff come up with a different solution, as there have been numerous problems with the bollards that have been in place the last number of years. He summarized the agenda bill. Facilities and Special Projects Manager Gary Leaf said it will basically become a parking enforcement which would rely on the Police Department to check for passes or a paid ticket/receipt placed on the dashboard. There was discussion as to how launch fees have previously been handled. He said there will not be an increase in the fees. He said the idea of the parking fines will help to pay the cost of the police enforcement. Mr. Leaf advised that the new approach would cost about \$2,000 to implement. He said the bollard system will remain, in case the City chooses to revert back to it at a later date. Mr. Leaf asked Council if they wanted to continue with the non-resident pass. Deputy Mayor Swatman was opposed to the non-resident pass, stating the purposed of the pass is a benefit to residents. He wants to see the community residents be able to use the park, versus the majority of non-residents who frequent Allan Yorke Park. Councilmember Minton-Davis suggested charging a parking fee to park any vehicle at the park. Mr. Leaf said there were approximately 1500 individual launches last year. Councilmember Watson asked if the City imposes a limit for a maximum amount of launches and the process of towing illegally parked vehicles. Chief Powers responded. City Administrator Morrison said that if Council wish to eliminate non-resident passes, then Section 12.12.051(C) will need to be removed from the Code. This item was forwarded for approval to a future Council Meeting

E. Discussion: AB15-34 – AB15-34 – Ordinance D15-34 – Debt Service Fund Creation

Chief Financial Officer Gibson summarized the agenda bill and the proposed ordinance advising that with the passage of Ordinance 1507 (an Ordinance allowing the Refunding of the 2008 LTGO Bonds and Motorola loan), it requires all activity to be accounted for in a separate Debt Service Fund. This Ordinance will allow the Finance staff to create a Debt Service Fund to account for the activities including principal and interest payments as well as debt service costs. Councilmember Rackley asked if this was a tool to increase our City rating. Ms. Gibson responded that no, this does not affect the City's rating. This item was forwarded for approval to the March 24th Council Meeting.

F. Discussion: AB15-36 – Ordinance D15-36 – Amending Chapter 5.08 of BLMC and the Corresponding Portions Of Ordinance Nos. 1236 and 1256 Related To Business Licenses.

Community Development Director Vodopich summarized the agenda bill and said that at the February 21st City Council retreat it was noted that the code currently requires business licenses for those with an office, post office box or place of business within the City limits. He said with this Ordinance, subject to the exemptions listed in the Code, anyone

conducting business in the City regardless of having a physical presence would be required to have a business license. City Administrator Morrison advised that the City use to require anyone doing business to have a City business license. Council consensus was to support the amendment. Councilmember Minton-Davis was concerned about the process and how to expedite the process. Ms. Gibson said that she and Director Vodopich are working on options to expedite the process. Mr. Vodopich spoke regarding the process and coordinating with the State Business Licensing Services. Ms. Gibson said letters can be sent to companies notifying them of the business license requirement (i.e. Amazon, etc.). Mayor Johnson said he thinks it is fair that all businesses be required to have a current City business license for doing business within the City. Mr. Vodopich said as contractors come in for a permit, they will be checked to make sure they have a valid business license. If a contractor doesn't have a City business license, then they will be required to obtain one before a permit is issued. Mr. Morrison advised that the Code provides for a number of exemptions. He advised the requirement was previously removed from the code to help to attract contractors to do more business within the City. Mayor Johnsons said he believes this requirement in time will create sufficient revenue and said he sees it as a way to capture those businesses that we can. Mr. Vodopich advised said that as long as they can show that their business license application has been submitted, via Business License Services, then the City would issue their permit. This item was forwarded for approval to the March 24, 2015 Council Meeting.

G. Discussion: AB15-39 – Arterial Roads/Streets – Speed Limits

Councilmember Watson said he sponsors this item and would like to see the speed limits raised from 25-30 mph on Angeline Road and also on South Prairie. Public Works Director Grigsby stated the City Council set the speed limits in the City jurisdiction. He clarified for the South Prairie from SR410 to the County line. Councilmember Minton-Davis said she is concerned about increasing the speed limit on Angeline, which the number of kids and citizens that walk the road. Chief of Police Powers said she is concerned with increasing the speed limit on South Prairie, especially with as congested as that road gets before and after school. Councilmember Hamilton asked about the increase in stopping distance with an increase of 5 mph, which Chief Powers advised increases it approximately 50' from approximately 150' to 200'. Council consensus was to maintain the 25 mph speed limits on both Angeline Road and South Prairie.

H. Discussion: AB15-45 – Ordinance No. D15-45 – Amending Section 18.39.050 Of The Bonney Lake Municipal Code Related To Building Design Standards In Midtown

Community Development Director Vodopich stated that this proposed Ordinance would amend the building design standards in Midtown by limiting the area between the building and front property line to required frontage improvements, landscape buffers and a maximum of two rows of parking stalls that must be devoted to customers and/or employees and must include a 20-foot drive aisle for parcels adjacent to public streets with new buildings less than 10,000 square feet in size. He said review and consideration by the Planning Commission is required. Deputy Mayor Swatman said he believes this supports the City's Midtown Plan. Councilmember Minton-Davis said it is her understanding that this amendment would not apply to development in the WSU Forest. Deputy Mayor Swatman clarified that it will apply to new construction projects only. Director Vodopich advised that the item will be added to the Planning Commission's Work Plan.

I. Discussion: Review of draft Council Vision Statement Revisions

City Administrator Morrison summarized the review of the draft Council Vision Statement Revisions. Council consensus was the revisions were acceptable.

IV. EXECUTIVE SESSION: Pursuant to RCW 42.30.140(4)(b) and RCW 42.30.110(1)(i), the Council adjourned to an Executive Session with the City Attorney at 6:50 p.m. for 30 minutes to discuss labor negotiations and potential litigation. At 7:20 p.m. the Executive Session was extended for 10 minutes. At 7:30 p.m. the Executive Session was extended for an additional 5 minutes. The Council returned to chambers at 7:37 p.m. No action was taken.

V. ADJOURNMENT:

Councilmember Watson moved to adjourn the Workshop at 7:37 p.m. Councilmember Lewis seconded the motion.

Motion to adjourn approved 6 - 0.

Harwood Edvalson, MMC
City Clerk

Neil Johnson, Jr.
Mayor

Items presented to Council for the March 17, 2015 Workshop: None

Note: Unless otherwise indicated, all documents submitted at City Council meetings and workshops are on file with the City Clerk. For detailed information on agenda items, please view the corresponding Agenda Packets, which are posted on the city website and on file with the City Clerk.

CITY COUNCIL MEETING

March 24, 2015
7:00 P.M.



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DRAFT MINUTES

Location: Bonney Lake Justice & Municipal Center, 9002 Main Street East, Bonney Lake, Washington.

I. CALL TO ORDER – Mayor Neil Johnson, Jr. called the meeting to order at 7:00 p.m.

- A. Flag Salute: Mayor Johnson led the audience in the Pledge of Allegiance.
- B. Roll Call: Administrative Services Director/City Clerk Harwood Edvalson called the roll. In addition to Mayor Johnson, elected officials attending were Deputy Mayor Dan Swatman, Councilmember Mark Hamilton, Councilmember Donn Lewis, Councilmember Randy McKibbin, Councilmember Katrina Minton-Davis, Councilmember James Rackley, and Councilmember Tom Watson.

Staff members in attendance were City Administrator Don Morrison, Public Works Director Dan Grigsby, Community Development Director John Vodopich, Chief Financial Officer Cherie Gibson, Police Chief Dana Powers, Administrative Services Director/City Clerk Harwood Edvalson, City Attorney Kathleen Haggard, and Records & Information Specialist Susan Haigh.

C. Announcements, Appointments and Presentations:

- 1. Announcements: None.
- 2. Appointments: None.
- 3. Presentations: None.

D. Agenda Modifications: None.

II. PUBLIC HEARINGS, CITIZEN COMMENTS & CORRESPONDENCE:

A. Public Hearings: None.

B. Citizen Comments:

Jerry Thorsen, East Pierce Fire & Rescue Fire Chief, said the Fire District received notification that the City of Bonney Lake service area's fire protection rating was upgraded from 'Class 5' to 'Class 4', which is a stronger rating. He said the improved rating should result in reduced insurance costs for area residents and businesses, and the review also shows areas where EPF&R can improve, such as routine fire inspections. Mayor Johnson expressed his appreciation for the leadership and services EPF&R provides the community. Councilmember Rackley said a fire protection rating improvement can lead to a 2-4% reduction in insurance rates.

C. Correspondence: None.

III. COUNCIL COMMITTEE REPORTS:

- A. Finance Committee: Deputy Mayor Swatman said the Committee met at 5:30 p.m. earlier in the evening and discussed the water/sewer fund and accounting which was forwarded for future discussion; funding options for the proposed Public Works Center, with more information to come from Executive staff; discussion of health care plan changes; review of an updated public defender contract which is coming forward for action in the future; and updates to allowances for meals on a per diem rate.
- B. Community Development Committee: Councilmember Lewis said the CDC met on March 17, 2015 with Councilmember Rackley and Deputy Mayor Swatman attending. The Committee heard an update on the 186th Ave Corridor project, and forwarded Resolution 2445, Resolution 2446, and Resolution 2448 for action on the current agenda.
- C. Economic Development Committee: Councilmember Minton-Davis said the Committee has not met since the last Council Meeting.
- D. Public Safety Committee: Councilmember Watson said the Committee has not met since the last Council Meeting.
- E. Other Reports:
- Pierce County Regional Council: Councilmember Hamilton said the PCRC met on March 19, 2015. He said the Council reviewed Comprehensive Plan updates submitted by various cities, and this discussion was continued to the next meeting. He suggested that Bonney Lake's proposed amendments U-1 through U-6 and U-8 be bundled together as a single item, leaving U-7 (which expands the Bonney Lake Urban Growth Area to include Tehaleh) to be considered separately. He said he plans to invite the Senior Planner to attend the next meeting when these items are discussed. He said if the Council has questions they could be discussed at the next Workshop. Councilmembers said they are familiar with the proposed amendments and did not need additional discussion. Councilmember Hamilton said based on Council consensus, he will bundle the City's amendments U-1 to U-6 and U-8 together, and focus on U-7 separately. He said although Bonney Lake and other cities' amendments are all likely to be denied by the Growth Management Hearing Board eventually, it is important to move these proposals through the Committee so they have a chance to be considered and appealed if necessary.
- Councilmember Hamilton noted that the Puget Sound Regional Council is considering making military facilities designated 'centers' so they are eligible to apply for additional regional funding opportunities.
- Community Events: Councilmember Minton-Davis said the Kiwanis Club is hosting its annual Prayer Breakfast on March 31st at Cedar Ridge from 7:00 – 8:00 a.m. and all are invited to attend.
- Mayor Johnson congratulated City staff who participated in the 'Big Climb' fundraising event for the Leukemia and Lymphoma Society, in honor of Senior Center Manager Sue Hilberg. He said the group raised over \$3,000.
- Mayor Johnson said the annual Death by Chocolate event was a success and thanked Councilmember Watson for his work on the event.

IV. CONSENT AGENDA:

- A. **Approval of Minutes:** March 3, 2015 Workshop and March 10, 2015 Meeting.
- B. **Approval of Accounts Payable and Utility Refund Checks/Vouchers:** Accounts Payable checks/vouchers #70642-70678 (including wire transfer #'s 3022015, 20150208, 20150301, 20150302, 20150303, 20150304, 20150305, 2015030401) in the amount of \$186,313.45. Accounts Payable checks/vouchers #70679-70721 in the amount of \$171,378.92.
- C. **Approval of Payroll:** Payroll for March 1st – 15th, 2015 for checks #32303-32320 including Direct Deposits and Electronic Transfers is \$ 456,981.24.
- D. **AB15-31 – Ordinance 1512 [D15-31]** – An Ordinance Of The City Council Of The City Of Bonney Lake, Pierce County, Washington, Amending Section 12.12.051 Of The Bonney Lake Municipal Code Relating To Boat Trailer Parking Fees.
- E. **AB15-34 – Ordinance 1513 [D15-34]** – An Ordinance Of The City Council Of The City Of Bonney Lake, Pierce County, Washington, Adding A New Section 3.80.010 To The Bonney Lake Municipal Code Creating A Debt Service Fund.
- F. **AB15-41 – Resolution 2446** – A Resolution Of The City Council Of The City Of Bonney Lake, Pierce County, Washington, Authorizing A Contract Awarding The Professional Services Agreement To Parametrix To Complete The Programming Effort At The Central SCADA Computer As Part Of The SCADA Telemetry Upgrade, Phase 1 Effort.
- G. **AB15-47 – Resolution 2448** – A Resolution Of The City Council Of The City Of Bonney Lake, Pierce County, Washington, Authorizing A Local Agency Agreement With WSDOT For The SR 410 – Veterans Memorial Drive Intersection Improvements – Phase 1 Grant

Councilmember Watson moved to approve the Consent Agenda. Councilmember Lewis seconded the motion.

Consent Agenda approved 7 – 0.

V. FINANCE COMMITTEE ISSUES: None.

VI. COMMUNITY DEVELOPMENT COMMITTEE ISSUES:

- A. **AB15-40 – Resolution 2445** – A Resolution Of The City Council Of The City Of Bonney Lake, Pierce County, Washington, Authorizing An Agreement With Puget Sound Energy To Extend Commercial Power To The Lakeridge 2 Pump Station Site.

Councilmember Rackley moved to approve Resolution 2445. Councilmember Watson seconded the motion.

Councilmember Lewis explained this went through Committee and had been approved for the Consent Agenda, but staff were notified that the price quoted was increased by

\$1,400 after the Committee reviewed and forwarded it to the Council. He said the agreement provides power to the pump station site, which is essential.

Resolution 2445 approved 7 – 0.

VII. ECONOMIC DEVELOPMENT COMMITTEE ISSUES: None.

VIII. PUBLIC SAFETY COMMITTEE ISSUES: None.

IX. FULL COUNCIL ISSUES:

- A. **AB15-36 – Ordinance D15-36** – An Ordinance Of The City Council Of The City Of Bonney Lake, Pierce County, Washington, Amending Chapter 5.08 Of The Bonney Lake Municipal Code And The Corresponding Portions Of Ordinance Nos. 1236 And 1256, Related To Business Licenses.

Councilmember Watson moved to approve Resolution Ordinance D15-36. Councilmember Lewis seconded the motion.

Deputy Mayor Swatman said he feels more investigation is needed on this proposed ordinance. He said the City does business with many agencies and consultants that are not required to have a City business license today, which would change under the proposed ordinance. He suggested the language could be revised, for example by requiring a City license only for activities that require a permit.

Deputy Mayor Swatman moved to table Ordinance D15-36 to Council Workshop for discussion. Councilmember Minton-Davis seconded the motion.

**Motion to table approved 6 – 1.
Councilmember Rackley voted ‘no’.**

X. EXECUTIVE SESSION: None.

XI. ADJOURNMENT:

At 7:25 p.m., Councilmember Rackley moved to adjourn the Council Meeting. Councilmember Watson seconded the motion.

Motion to adjourn approved 7 – 0.

Harwood Edvalson, MMC
City Clerk

Neil Johnson, Jr.
Mayor

Items presented to Council at the March 24, 2015 Meeting: None.

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City of Bonney Lake, Washington
City Council Agenda Bill (AB)

Department/Staff Contact: Community Development/Finance John Vodopich/Cherie Gibson	Meeting/Workshop Date: April 7, 2015	Agenda Bill Number: AB15-36
Agenda Item Type: Ordinance	Ordinance/Resolution Number: D15-36	Councilmember Sponsor: Tom Watson

Agenda Subject: Amendment to Business License Requirements

Full Title/Motion: An Ordinance of the City Council of the City of Bonney Lake, Pierce County, Washington, Amending Chapter 5.08 of the Bonney Lake Municipal Code and the Corresponding Portions of Ordinance Nos. 1236 and 1256, Related to Business Licenses.

Administrative Recommendation: Approve

Background Summary: At the February 21st City Council retreat it was noted that the code currently requires business licenses for those with an office, post office box or place of business within the City limits. With this Ordinance, subject to the exemptions listed in the Code, anyone conducting business in the City regardless of having a physical presence would be required to have a business license.

Attachments: Ordinance D15-36

BUDGET INFORMATION			
Budget Amount	Current Balance	Required Expenditure	Budget Balance
Budget Explanation:			

COMMITTEE, BOARD & COMMISSION REVIEW			
Council Committee Review:	Approvals:		Yes No
	Chair/Councilmember		<input type="checkbox"/> <input type="checkbox"/>
	Councilmember		<input type="checkbox"/> <input type="checkbox"/>
	Councilmember		<input type="checkbox"/> <input type="checkbox"/>
Forward to:	Consent Agenda: <input type="checkbox"/> Yes <input type="checkbox"/> No		
Commission/Board Review:			
Hearing Examiner Review:			

COUNCIL ACTION			
Workshop Date(s):	March 17, 2015	Public Hearing Date(s):	
Meeting Date(s):	March 24, 2015	Tabled to Date:	April 7, 2015

APPROVALS		
Director: <i>John P. Vodopich, AICP</i> <i>Cherie Gibson, CPA</i>	Mayor:	Date Reviewed by City Attorney: March 6, 2015 (if applicable):

ORDINANCE NO. D15-36

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BONNEY LAKE, PIERCE COUNTY, WASHINGTON, AMENDING CHAPTER 5.08 OF THE BONNEY LAKE MUNICIPAL CODE AND THE CORRESPONDING PORTIONS OF ORDINANCE NOS. 1236 AND 1256, RELATED TO BUSINESS LICENSES.

WHEREAS, the City Council finds it in the public interest to require anyone conducting business in the City to have a business license; and

WHEREAS, the Council desires to update its business license ordinance;

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF BONNEY LAKE, WASHINGTON, DO ORDAIN AS FOLLOWS:

Section 1. BLMC Section 5.08 and the corresponding portions of Ordinances Nos. 1236 & 1256 is hereby amended to read as follows:

5.08.020 Definitions

In construing the provisions of this chapter, except when otherwise declared, or clearly from the context a different meaning is intended, the following definitions shall be applied:

A. "Business," "occupation" or "pursuit" includes all home occupations, wholesalers, retailers, service providers, towing operators, peddlers, canvassers, solicitors, for-hire vehicles, limousine services, pawnbrokers, secondhand dealers and junk dealers having the objective of economic gain, benefit or advantage to the person, firm or corporation, or to another person or class, directly or indirectly, whether part-time or full-time. Each business location shall be deemed a separate business. For the purposes of this chapter, the owner of any apartment building or buildings containing an aggregate of 10 or more rental units located on a single lot or contiguous lots and the owner of any business or commercial building containing any rental units shall be considered to be engaged in a "business."

B. "Employee" means any person employed at any business location within the city and in addition includes all persons who are self-employed.

C. "Engaging in business" means commencing, conducting or continuing in any business, or carrying on of any form of activity for gain, profit or advantage, whether direct or indirect, ~~with an office, post office box, or place of business being located~~ within the city limits; as well as liquidating a business when the liquidators hold themselves out to the public as conducting such business, except those businesses subject to the city's utilities tax, Chapter 5.04 BLMC.

D. "Person" means any individual, firm, partnership, company, corporation, association, receiver, consignee, trustee in bankruptcy, trust, estate, joint venture, club, joint stock company, business trust, society or any group of individuals acting as a unit.

E. "Taxpayer" includes any person who engages in business or who is required to have a business license under this chapter, or who is liable for the collection of any license fee or tax under this chapter, or who performs any act for which license fee or tax is imposed by this chapter.

Section 4. This Ordinance shall take effect and be in force thirty (30) days from and after its passage, approval and publication, as required by law.

PASSED by the City Council and approved by the Mayor this day of
, 2015.

Neil Johnson, Jr., Mayor

AUTHENTICATED:

Harwood T. Edvalson
City Clerk, MMC

APPROVED AS TO FORM:

Kathleen Haggard
City Attorney

Passed:
Valid:
Published:
Effective Date:

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City of Bonney Lake, Washington
City Council Agenda Bill (AB)

Department/Staff Contact: Community Development/ Jason Sullivan – Senior Planner	Meeting/Workshop Date: April 7, 2015	Agenda Bill Number: AB15-42
Agenda Item Type: Discussion	Ordinance/Resolution Number: D15-42	Councilmember Sponsor: Donn Lewis

Agenda Subject: Amendments to the Planning Fees – Design Review and Site Plan Review

Full Title/Motion: An Ordinance of the City Council of the City Of Bonney Lake, Pierce County, Washington, amending portions of section 3.68.010 of the Bonney Lake Municipal Code related to planning department services and fees.

Administrative Recommendation:

Background Summary: Recently, the City Council adopted new land use review procedures in order to streamline the City’s permitting process (Ordinance No. 1505). It has been realized that as part of Ordinance 1505 there should have also been amendments to the planning fees to ensure that the City still collects the fees necessary to cover the cost of processing certain land use permits.

The proposed amendments are on page 5 of the ordinance and highlighted in yellow. The amendments would delete the current review fees for Type 1 (\$1,000) and Type 3 (\$5,000) site plans and establish a flat \$400 fee for a site plan review. Under the old land use review procedures, Type 1 site plans were classified as projects exempt from SEPA and Type 3 site plans were classified as projects that were not exempt from SEPA. The other change would be to increase the charge for design review from \$400 to \$1,000 for projects exempt from SEPA and to \$5,000 for projects not exempt from SEPA.

These changes are necessary since the adoption of Ordinance 1505 made all site plan reviews purely optional to streamline the permitting process. Site plan review is now consolidated with the design review. Applicants for projects exempt from SEPA were required to pay \$1,400 (\$1,000 site plan fee plus \$400 design review fee); however, under the proposed ordinance the fee now would only be \$1,000 for the design review fee – no site plan review fee. Applicants for projects not exempt from SEPA were required to pay \$5,400 (\$5,000 site plan fee plus \$400 design review fee); however, under the proposed ordinance the fee would now only be \$5,000 for the design review fee – no site plan review fee.

Attachments: Ordinance D15-42

BUDGET INFORMATION			
Budget Amount	Current Balance	Required Expenditure	Budget Balance
Budget Explanation:			

COMMITTEE, BOARD & COMMISSION REVIEW			
Council Committee Review:	<i>Approvals:</i>		Yes No
Date:	Chair/Councilmember	Donn Lewis	<input type="checkbox"/> <input type="checkbox"/>
	Councilmember	Randy McKibbin	<input type="checkbox"/> <input type="checkbox"/>
	Councilmember	James Rackley	<input type="checkbox"/> <input type="checkbox"/>
Forward to:	Consent Agenda: <input type="checkbox"/> Yes <input type="checkbox"/> No		
Commission/Board Review:	Planning Commission – March 18, 2015		
Hearing Examiner Review:			

COUNCIL ACTION

Workshop Date(s):

Public Hearing Date(s):

Meeting Date(s):

Tabled to Date:

APPROVALS

Director:

John P. Vodopich, AICP

Mayor:

Date Reviewed

by City Attorney:
(if applicable):

ORDINANCE NO. D15-42

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BONNEY LAKE, PIERCE COUNTY, WASHINGTON, AMENDING PORTIONS OF SECTION 3.68.010 OF THE BONNEY LAKE MUNICIPAL CODE RELATED TO PLANNING DEPARTMENT SERVICES AND FEES.

WHEREAS, the City Council adopted 1505 amending the City Development Review Procedures on February 10, 2015; and

WHEREAS, in order to streamline the permitting process Ordinance 1505 made obtaining a separate site plan approval optional and consolidated those reviews with the required design review application; and

WHEREAS, amendments to the planning division fee schedule is required to reflect the shift in order to ensure that the City’s cost to perform the required reviews are captured; and

WHEREAS, the Planning Commission reviewed the proposed amendments on March 18, 2015 as required by BLMC 14.10.090.C and recommended that the City Council approve the amendments to the fee schedule;

NOW THEREFORE, the City Council of Bonney Lake, Washington, do ordain as follows:

Section 1. Section 3.68.010, “Land use fees” of the Bonney Lake Municipal Code and Ordinance Nos. 1493 § 1 are each hereby amended to read as follows:

3.68.010 Land use fees.

There are hereby established various fees to defray the costs incurred in administering various land use permits which shall be paid by the applicants to the city, based upon the type of land use application. Fees for the following land use applications shall be as set forth in the schedule below. A copy of the fee schedule shall at all times be maintained in the office of the city clerk and displayed in the permit center of the department of planning and community development.

Type of Permit	Fee
A. ACCESSORY DWELLING UNITS	\$500
B. AMENDMENTS	
1. Comprehensive Plan Amendment	
a. Less Than One Acre	\$500
b. One to Three Acres	\$1,500
c. More than Three Acres	\$3,000
2. Minor Change to a Permit	\$300

C. ANNEXATION PETITION	\$400
D. APPEALS	
1. Appeal of Administrative Decision	\$1,000
2. Appeal of Hearing Examiner’s Decision	\$3,000
E. SEPA ENVIRONMENTAL REVIEW	
1. Environmental Checklist Review	\$750
2. Environmental Impact Statement	\$1,000 plus cost of EIS. If the mayor authorizes city staff or a city consultant to prepare the EIS, the director(s) shall estimate the cost, which amount the applicant shall pay as a deposit plus the \$1,000 processing and review fee. After the EIS is complete, the city shall bill the applicant (or remit as the case may be) for the city’s total EIS preparation cost, including overhead, minus the deposit.
3. Addendum Review	\$250
F. ENVIRONMENTAL AND INFRASTRUCTURE REVIEW AND INSPECTION	
1. City Processing and Review of Critical Area Reports (Wetlands, Hydrogeologic, Geologic Hazard, Habitat Conservation, Etc.).	\$500 per report for city processing and review. The applicant shall obtain the report from a qualified professional per BLMC 16.20.090(A).
2. City Review of Traffic Impact Analysis (TIA)	
a. Level I – Scoping	\$500 for city processing and review.

b. Level II – Analysis	\$1,500 for city processing and review of up to five intersections impacted by a project. For all additional intersections required to be analyzed beyond five, the city engineer shall estimate the additional review fee which shall be paid as a deposit, billed at \$100.00 per hour. The applicant shall obtain the TIA from a qualified professional transportation planner or engineer.
3. Infrastructure Reviews and Permits	
a. Water Booster Pump Station	
i. Engineering review	\$8,000
ii. Permit	\$500
b. Sewer Lift Station	
i. Engineering review	\$8,000
ii. Permit	\$500
c. Civil Infrastructure Engineering Review (Water, Sewer, Stormwater, Street)	
i. Short plat 2 – 3 lots	
A. Inside City of Bonney Lake	\$1,500
B. Outside City of Bonney Lake - water and sewer only	\$500
ii. Short plat 4 – 9 lots	
A. Inside City of Bonney Lake	\$3,500
B. Outside City of Bonney Lake - water and sewer only.	\$2,250
iii. Long plat	
A. Inside City of Bonney Lake	\$4,000 plus \$40 per lot
B. Outside City of Bonney Lake - water and sewer only	\$2,000 plus \$40 per lot

iv.	Commercial with fire flows up to 2,500 gpm	
	A. Inside City of Bonney Lake	\$4,500
	B. Outside City of Bonney Lake - water only	\$3,000
v.	Commercial with fire flows greater than 2,500 gpm	
	A. Inside City of Bonney Lake	\$12,000
	B. Outside City of Bonney Lake - water only	\$9,000
vi.	Civil infrastructure permit	\$500
vii.	Connection to public systems (includes review, permit and inspection)	
	A. Inside City of Bonney Lake	\$250
	B. Outside City of Bonney Lake	\$500
viii.	Grease interceptors (includes review, permit and inspection)	
	A. Inside City of Bonney Lake	\$250
	B. Outside City of Bonney Lake	\$500
ix.	Retrofit underground automatic fire extinguishing systems (includes review, permit and inspection)	
	A. Inside City of Bonney Lake	\$250
	B. Outside City of Bonney Lake	\$500
x.	Traffic Signal Light	
	A. Engineering Review	\$8,000
	B. Permit	\$500
d.	Resubmittals	
i.	First resubmittal	\$100
ii.	Second resubmittal	\$200
iii.	Third and subsequent resubmittal	\$500
e.	Inspection Fees	Inspection fees shall be three percent of infrastructure development costs, including lift stations and booster pumps. The public works director is

	authorized to establish reasonable unit costs for various water, sewer, stormwater, street, retaining wall, and miscellaneous improvement components upon which the inspection fee shall be based. Said inspection fee schedule shall be periodically reviewed and updated.
4. Critical Area Permit	\$750
5. Critical Areas Variance	\$1,500
B. HEARING EXAMINER’S COSTS NOT OTHERWISE SPECIFIED	\$100 plus actual hearing examiner costs
C. LAND DISTURBANCE	
1. Clearing, Vegetation and Tree Removal	\$250
2. Grading, Cut and Fill	
a. 0 – 249 cubic yards outside of the jurisdiction of Shoreline Code – Chapter 16 Article III BLMC	\$0
b. 0 – 249 cubic yards within the jurisdiction of Shoreline Code – Chapter 16 Article III BLMC	\$500
c. 250 – 999 cubic yards	\$1,500
d. 1,000 to 49,999 cubic yards	\$2,500
e. 50,000 cubic yards or more	\$2,500 plus the cost of any special monitoring and inspection. The city engineer shall estimate the preliminary monitoring and inspection fee, calculated at \$100 per hour, which shall be paid in advance as a deposit against the final total fee.
D. PRE-APPLICATION MEETINGS	
1. First Meeting	\$200
2. Subsequent Meetings	\$400

E. DESIGN REVIEW PROCESSING	\$400
1. Projects Exempt from SEPA	\$1,000
2. Projects Not Exempt from SEPA (Fee Does not include SEPA Review)	\$5,000
F. RIGHT-OF-WAY VACATION	\$1,400
G. SHORELINE PERMITS AND EXEMPTIONS	
1. Shoreline Substantial Development Permit	\$2,200
2. Shoreline Conditional Use Permit	\$3,000
3. Shoreline Variance	\$3,000
4. Shoreline Letter of Exemption (SEPA Required)	\$200
5. Shoreline Letter of Exemption (SEPA Exempt)	\$50
H. SITE PLAN REVIEW – COMMERCIAL AND MULTIFAMILY	\$400
1. Type 1 Permit	\$1,000
2. Type 3 Permit	\$5,000
I. SIGNS	
1. Sign Permit	\$150
2. Temporary Sign	\$50
J. SUBDIVISIONS	
1. Boundary Line Adjustments	\$1,450
2. Lot Combinations	\$250
3. Shore Plat (2 to 9 Lots)	\$1,200 plus \$50 per lot
4. Long Plat (10 or More Lots)	
a. Preliminary Plat	\$2,000 plus \$80 per lot
b. Final Plat	\$1,500 plus \$80 per lot
5. Plat Alteration or Vacation	\$1,500
K. APPLICATION/PERMIT TIME EXTENSIONS	\$500
L. ZONING	
1. Conditional Use Permit	\$1,500
2. Temporary Use Permit	
a. Event	\$100
b. Business	\$200

c. Residence/Travel Trailer	\$250
3. Variance	
a. Single-Family Residence	\$250 plus hearing examiner cost
b. All Other Variances	\$250 plus hearing examiner cost
4. Zoning Reclassification/Map Amendment	\$1,500 plus \$100.00 per acre
5. Zoning Code Interpretation	\$200
M. WIRELESS COMMUNICATION FACILITIES	
1. Remodel & Co-location	\$500
2. New Facility Installation	\$2,000

Section 2. Severability. If any one or more section, subsection, or sentence of this ordinance is held to be unconstitutional or invalid, such decision shall not affect the validity of the remaining portion of this ordinance and the same shall remain in full force effect.

Section 3. Effective Date. This ordinance shall take effect five (5) days after its passage, approval and publication as required by law.

PASSED BY THE CITY COUNCIL this _____ day of _____, 2015.

Neil Johnson, Jr., Mayor

AUTHENTICATED:

Harwood T. Edvalson, MMC, City Clerk

APPROVED AS TO FORM:

Kathleen Haggard, City Attorney