



## CITY COUNCIL REGULAR MEETING AGENDA

July 18, 2016

7:00 p.m.

PAGE NO.

- |   |  |                                |  |     |
|---|--|--------------------------------|--|-----|
| <b>1. CALL TO ORDER</b>                 |  | <b>2. PLEDGE OF ALLEGIANCE</b> |  |     |
| <b>3. ROLL CALL</b>                     |  |                                |  |     |
| <b>4. AGENDA CONFIRMATION</b>           |  |                                |  |     |
| <b>5. PUBLIC COMMENT</b>                | Individuals will please limit their comments to two minutes on general issues not on the agenda. Concerns will be referred to staff for a response as appropriate and will be included in the next City Manager’s Report. The Council will take comments for a maximum of 20 minutes.  |                                |  |     |
| <b>6. PRESENTATIONS</b>                 | a. Presentation on Walk/Bike Burien (WABI) by President Maureen Hoffmann.  |                                |  |     |
| <b>7. CORRESPONDENCE TO THE COUNCIL</b> | a. Letter Dated June 21, 2016, from Myna Brown.  |                                |  | 3.  |
|   | b. E-Mail Dated June 24, 2016, from Ray Helms.   |                                |  | 5.  |
|   | c. E-Mail Dated June 27, 2016, from Chris K.   |                                |  | 9.  |
|   | d. E-Mail Dated July 5, 2016, from Jeff Bowman.  |                                |  | 11. |
|   | e. E-Mail Dated July 5, 2016, from Eric Butler.  |                                |  | 13. |
|   | f. E-Mail Dated July 6, 2016, from C. Edgar.   |                                |  | 15. |
| <b>8. CONSENT AGENDA</b>                | a. Approval of Check Register: Check Numbers 43842- 44058 in the Amount of \$587,989.04 for Payment on July 18, 2016; Payroll Salaries and Benefits Approval Check Numbers 6860 - 6873 for Direct Deposits and Wire Transfers in the Amount of \$271,219.71 for June 1 – 15, 2016, Paid on June 20, 2016; and, Payroll Salaries and Benefits Approval Check Numbers 6874 - 6893 for Direct Deposits and Wire Transfers in the Amount of \$365,817.18 for June 16 – 30, 2016, Paid on July 5, 2016. |                                |  | 19. |
|   | b. Approval of Minutes: Regular Meeting, June 20, 2016.  |                                |  | 51. |
| <b>9. BUSINESS AGENDA</b>               | a. Discussion and Potential Action to Approve the Scope of Services for the 2016 Operations Audit of Community Animal Resource Education Society (C.A.R.E.S.). (15 min)  |                                |  | 57. |

**City Council meetings are accessible to people with disabilities. Please phone (206) 248-5517 at least 48 hours prior to the meeting to request assistance. American Sign Language (ASL) interpretation and assisted listening devices are available upon request.**

**COUNCILMEMBERS**

|                       |                         |                   |
|-----------------------|-------------------------|-------------------|
| Lucy Krakowiak, Mayor | Bob Edgar, Deputy Mayor | Stephen Armstrong |
| Austin Bell           | Lauren Berkowitz        | Nancy Tosta       |
|                       |                         | Debi Wagner       |

City Hall, 400 SW 152<sup>nd</sup> Street, 1<sup>st</sup> Floor

# CITY COUNCIL REGULAR MEETING AGENDA

July 18, 2016

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|                                       |   |      |
|---------------------------------------|---|------|
| <b>9. BUSINESS AGENDA<br/>cont'd.</b> | b. Discussion and Potential Action Authorizing the City Manager to Execute Community Animal Resource Education Society (CARES) Contract Amendment No. 6. (15 min) | 63.  |
|                                       | c. Discussion and Potential Action Authorizing the Establishment of a Community Heroism Award Program. (10 min)   | 73.  |
|                                       | d. Discussion and Potential Action to Adopt Ordinance No. 646, Adopting Impact Fee Payment Deferral. (10 min)   | 77.  |
|                                       | e. Discuss and Authorize the Mayor to Sign the King County-Cities Climate Collaboration (K4C) Joint Letter of Commitment. (10 min)                                | 117. |
|                                       | f. Receive Recommendations on the Downtown Mobility Study. (30 min)   | 129. |
|                                       | g. Review of Council Proposed Agenda Schedule. (10 min)   | 167. |
| <b>10. COUNCIL REPORTS</b>            | a. Meetings/Events Report - June 2016, from Councilmember Wagner.   | 173. |
| <b>11. CITY MANAGER'S<br/>REPORT</b>  |   | 175. |
| <b>12. ADJOURNMENT</b>                |   |      |

RECEIVED

June 21, 2016

JUN 22 2016

Burien City Council  
City of Burien

I attended the "Strawberry  
Fest" on Sunday  
(in fact I was a  
volunteer in the Green Room)  
I was told to write  
the members of  
the City Council to  
express my hope you  
will keep the beautiful  
art in the alley  
between 152nd + 153rd SW  
from 5th + 6th. It  
makes the buildings look  
so much better.  
Example - the building  
on the side of the  
Dollar Tree  
Please don't get rid

cc: Gina Kallman, Cultural Arts Supervisor  
Steve Roemer, Parks Director

CTTC: 7/18/16

of the pictures. The  
artists are good &  
it's better than having  
graffiti - this is  
what will happen  
if we don't cover the  
empty spaces on  
buildings.

Thank you so much  
for at least listening.

Have a Great Summer.

Ms B (mya Brown)

burien  
resident

**Carol Allread**

---

**From:** Public Council Inbox  
**Sent:** Friday, June 24, 2016 10:16 AM  
**To:** 'Ray Helms'  
**Subject:** RE: attached letter

Dear Mr. Helms,

Thank you for writing to the City Council to express your concerns. Your email will be included in a future Council agenda packet as Correspondence to the Council.

Sincerely,

Carol Allread  
Executive Assistant  
City Manager Office  
206-248-5508

*Cc: Dan Trimble, Economic Development manager  
CTTC: 7/18/16*

**From:** Ray Helms [mailto:[racysllc@gmail.com](mailto:racysllc@gmail.com)]  
**Sent:** Wednesday, June 22, 2016 10:08 PM  
**To:** Public Council Inbox <[council@burienwa.gov](mailto:council@burienwa.gov)>  
**Subject:** attached letter

Thank You

Ray Helms  
*Racy's llc*  
Handyman Services  
206-371-1116



To the Burien City Council, City Manager and City Attorney;

This letter is in response to the numerous bits of information that C. Edgar's misinformed attempt at trying to circulate as facts.

The Fact 1: CARES focus is on the City of Burien, and ONLY the City of Burien. If the contract was withdrawn then the City's animals would be transported to another City. CARES doesn't bring in outside animals. They focus out THE CITY OF BURIEN ONLY. Not just the bad guys, but the good people as well.

The Fact 2: RASKC does not respond to any low priority calls. How could they? They have 14 Animal control officers. Half of them sit behind a desk and the other 8 that are in the field have 25 separate Cities to cover and those officers work 4/10s. By those standards, CARES should have ½ an officer part time. C. Edgar also failed to mention RASKC is currently shorthanded and is actively looking to hire more animal control officers. RASKC has 500 citizen volunteers from 25 cities; simple math: 20 volunteers per city. CARES has twice as many. RASKC does immediately vaccinate animals upon admittance to the shelter. They don't care if the owner called and is on their way or if the animals has been there before. Most vets that are NOT SHELTER VETS will tell you it is not good for the animal to be over vaccinated. CARES put their animals in the responsible care of vets who still want what's best for the animals.

The Fact 3: C. Edgar brings up again the RECOMMENDATIONS BY AN INDEPENDENT EVALUATOR (from 4 years ago), though out of the ones she pointed out, she left out the recommendation that CARES is doing a good job and should receive MORE FUNDING to ASSIST in their GROWTH. CARES has NEVER euthanized for lack of space. RASKC STILL DOES euthanize for space, but they are proud that they are getting better after all this time.

The fact 4: Because CARES is a contracted Government organization, City staff is required to review ALL documents or records prior to being presented to the public. As a City council member, I'm sure you already know that.

The Fact 5: C. Edgar is correct. B-Town Dog worked their butt off to convince Council that Burien needed a dog park. CARES only assisted B-Town Dog by giving them an avenue where as they could continue to grow and receive better funding as they continue to move forward with their mission

The Fact 6: Licensing is down only because City Council cannot decide how to proceed with generating more licensing fees. Three times City staff came to council with options on increasing licensing fees, and three times there was NO DECISION. Since CARES is a City program, the City must rule on recruitment exercises. As I'm sure you already know.

In conclusion, CARES is a lot further along than RASKC was in their first few years. Imagine a future where CARES is fully supported and assisted by the City Council as much as it is being supported by the citizens, what a wonderful organization Burien would be able to call their own. RASKC receives HUNDREDS OF THOUSANDS of dollars and they still don't respond to low priority calls, a citizen can only pick up their lost pet within a 6 hour time frame during the week. RASKC covers such a large area, their

own call center does not know where Unincorporated King County stops and Burien begins. For Burien, RASKC level of service is just a service. CARES provides a CARING level of service to the citizens of Burien.

Respectfully,

Ray Helms  
*Racy's* LLC  
Property Services

## Carol Allread

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**From:** Kamuron Gurol  
**Sent:** Monday, June 27, 2016 3:49 PM  
**To:** 'Chris K'; Public Council Inbox  
**Subject:** RE: Joe Matava Memorial Criterium

Hi Chris, thanks for your email. We also were disappointed that the organizer decided to cancel, and we tried to offer solutions so that the race could happen. I'd be happy to discuss this with you as the information you've heard is not accurate. Let me know if you'd like to speak by phone or can meet. Thanks,

Kamuron Gurol  
City Manager  
206-248-5503 desk  
206-348-9115 cell

*CTTC = 7/18/16*

*Staff Follow-up by Kamuron Gurol, City Manager*

**From:** Chris K [mailto:czarpnw@gmail.com]  
**Sent:** Monday, June 27, 2016 2:26 PM  
**To:** Kamuron Gurol <kamurong@burienwa.gov>; Public Council Inbox <council@burienwa.gov>  
**Subject:** Joe Matava Memorial Criterium

The annual Criterium that is held on the 4th of July in your city has been cancelled. Why?

From the information that was passed onto the Washington State Bicycle Association, our governing body for racing here in the state. The reason behind the cancellation is the managing group/promoter were to be assessed an additional \$5000 in permits and fees than what was originally planned and scheduled. Sad to say that your businesses will not see 3-400 cyclists and their families on Monday. It continues to get harder and harder for races to be put on with the growing lists of fees and permitting that is now required. This was to be the 41st running of the race. I hope we can find another city that is willing to work with the cycling community and reopen this venue. I hope your business owners who are expecting us to be there don't lose out as well.

Enjoy your 4th of July

Chris



**Carol Allread**

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**From:** Kamuron Gurol  
**Sent:** Tuesday, July 05, 2016 7:49 AM  
**To:** Jeff Bowman  
**Subject:** Re: Fireworks Fail - AGAIN

Good Morning Mr. Bowman, thanks for your email. I regret the impacts of illegal fireworks on you and other Burien neighborhoods. It is a big challenge for us to enforce every year. I will be discussing this with our police leadership later today. Your letter will be included in the next City Council packet and you are always welcome to attend a Council meeting to share your views. The next one is on July 18th. If you'd like me to call or schedule a meeting with you, please let me know. Thank you, -Kamuron

Kamuron Gurol

CTTC : 7/18/16

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**From:** Jeff Bowman <jeff\_bow@hotmail.com>  
**Sent:** Tuesday, July 5, 2016 7:28 AM  
**To:** Kamuron Gurol; Public Council Inbox  
**Subject:** Fireworks Fail - AGAIN

Follow-up by Kamuron Gurol  
City manager

Dear City Leadership:

What will it take for this city to do something concrete when it comes to enforcing the ban on fireworks??? Can anyone there actually keep a straight face and say the activity from last night is acceptable? Simply talking about this issue, passing the buck to farmed-out law enforcement departments, or reacting to resident complaints AFTER THE FACT are not enough. The vast majority of Burien citizens who do not engage in fireworks activity deserve better.

Has anyone at your level thought about PROACTIVE neighborhood patrols? Surely there's enough data from recent years to identify where the typical problem areas are located?

Has anyone ignoring the law actually ever been fined for violations? I have personally witnessed a law enforcement vehicle stopping to talk to what was clearly a fireworks offender and then pulling off WITHOUT taking any action.

Has any Burien administrator ever done anything on this issue besides make comments about how difficult it is to police, or how everyone is doing their best despite budget constraints, or how it's a tough night for everyone??

To continually let a small percentage of violators have such a negative impact on everyone else illustrates either your apathy toward this issue or your incompetence in addressing the situation. I would hope none of our "city leaders" fall into the apathy camp. Thus, it comes down to execution and enforcement of existing policy. What will it take for this to improve??

Sincerely,

Jeff Bowman  
425-830-7350



## Carol Allread

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**From:** Kamuron Gurol  
**Sent:** Monday, July 11, 2016 11:53 AM  
**To:** 'erbutler76@gmail.com'  
**Cc:** Public Council Inbox; Scott Kimerer (Burien PD); Bryan Howard (Burien PD)  
**Subject:** RE: CTTC for follow-up: Butler - Fireworks - July 4th

Good Day Mr. Butler,

Thanks for your email about fireworks and our Police department. It is an ongoing challenge each year to encourage compliance and enforce the city's fireworks ban, so your words are welcome and appreciated. We always look to implement best practices to reduce impacts to our community, and we are always open to implementing cost-effective techniques. Your ideas and suggestions are of course welcome. Again, many thanks for writing to the City Council.

Kamuron Gurol  
City Manager

*CTTC: 7/18/16*

*Follow up by Kamuron Gurol  
City manager*

**From:** Public Council Inbox  
**Sent:** Monday, July 11, 2016 11:02 AM  
**To:** Kamuron Gurol <kamurong@burienwa.gov>  
**Subject:** CTTC for follow-up: Butler - Fireworks - July 4th

**From:** Eric Butler [<mailto:erbutler76@gmail.com>]  
**Sent:** Tuesday, July 05, 2016 11:32 AM  
**To:** Public Council Inbox <[council@burienwa.gov](mailto:council@burienwa.gov)>  
**Subject:** Fireworks - July 4th

To Whom It May Concern -

I want to take a moment and thank the City of Burien and the Police Department for their efforts to control Fireworks during the 4th of July Holiday. I feel that what can be done is being done within its current state and limits. I do feel though, that something does need to change and be addressed with urgency.

The 4th of July is always met with issues over the use of fireworks within the city limits. Social media is used to attempt to get people to not use fireworks and inform them that it is illegal to do so, but perhaps this isn't enough and perhaps I do not know of all the other efforts, outside of Social Media, that are being done, but feel that there are some huge gaps or lack of concern by the citizens of Burien (some not all) about the use of Fireworks.

Last evening was one of the worst 4th of July's that I have experienced in Burien. The complete disregard of the laws was evident throughout my neighborhood (Beverly Park). From every angle, fireworks were seen and heard from approximately 3pm to 1am. Several calls were placed into the Burien PD line, as it was requested to be done to report issues... the Burien PD did what they could to handle the insane amount of calls that they were receiving, but clearly it wasn't enough and I do not fault them for not being able to handle it fully.

I feel that the issue now lies within the hands of the City of Burien's council. I feel that there must be more done to stop or attempt to prevent the massive disregard of the law in Burien by some of its residents. During the evening, I attempted to ask several of my neighbors to please be respectful and not light off their fireworks and was told by every single neighbor, "if its not me lighting them off, it will just be someone else, so I am going to continue to have fun" ... "the law is stupid and can't be

enforced, so go ahead and call the police, all they will do is take the fireworks from me that they can see, I have more" ... And some neighbors didn't even know it was illegal in the city of Burien, but still didn't care.

I am not sure if its a matter of more communication, door to door campaigning, mass mailers to all residences, a larger fine, increased police presence... or anything else.... But feel that based on last nights events, it will only get worse should something not be done prior to next year's 4th of July, or New Years Eve or whenever the Seahawks get a touch down during a game... all of which are events where fireworks are prevalent in the city and people disregard the law or don't know about it.

I appreciate any actions that can be taken regarding this matter – at this time, I am looking to leave Burien prior to the next 4th of July because I can not go through another 4th with the issue we experienced last night.

Thank You  
Eric R Butler

## Carol Allread

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**From:** Public Council Inbox  
**Sent:** Tuesday, July 12, 2016 1:37 PM  
**To:** 'chestine edgar'  
**Subject:** RE: comments on the Mobility Study

Dear Ms. Edgar,

Thank you for writing to the City Council to express your concerns. Your email will be included in a future Council agenda packet as Correspondence to the Council.

Sincerely,

CTTC: 7/12/16

Carol Allread  
Executive Assistant  
City Manager Office  
206-248-5508

cc: Dan Trimble, Economic Development Manager  
Chris Craig, Economic Development Specialist

**From:** chestine edgar [mailto:16collingham@gmail.com]  
**Sent:** Wednesday, July 06, 2016 11:48 AM  
**To:** Monica Lusk <MONICAL@burienwa.gov>; Kamuron Gurol <kamurong@burienwa.gov>; Debi Wagner <debiw@burienwa.gov>; Lucy Krakowiak <lucyk@burienwa.gov>; Bob Edgar <bobe@burienwa.gov>; Nancy Tosta <nancyt@burienwa.gov>; Stephen Armstrong <stephena@burienwa.gov>; Austin Bell <austinb@burienwa.gov>  
**Subject:** Re: comments on the Mobility Study

Please note that the original message didn't go through to Council Member Armstrong and Council Member Bell.

That is why it has been resent.

Respectfully,  
C. Edgar

On Wed, Jul 6, 2016 at 11:45 AM, chestine edgar <16collingham@gmail.com> wrote:

To the Burien City Council;

Attached below is a copy of a letter that I sent to the BEDP regarding the Mobility Study and I wish to make the same comments to this Council about this study. The council is always struggling with way to find money for the many needs in this City. So to just spend money to redo the parking on 152nd St. without consideration for the impact on disabled citizens and our more mobility challenged citizens as well as really looking at the cost/benefit analysis makes no sense.

While the Mobility Study was just done this year, the study will be out of date as soon as the two new multi-living structures are opened and occupied. The real impact to the parking in the City from them will be realized as soon as we actually see how those new residents impact the City. For that reason, I encourage the Council not to give away the "Public Commons Parking" to businesses who do not want to provide parking for their customers. Once this "Public Commons Parking" is gone, the cost of trying to rebuild the Public Commons parking supply show not fall solely to the private, residential property owners of the City.

Respectfully,  
C. Edgar

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June 24, 2016

To the BEDP;

Thank you for allowing me 3 minutes to comment on the proposed Mobility Study that is up before you for consideration. As I stated at your meeting, I am not sure who will be providing recommendations to the Council on this study before it is finalized. Please add these comments to your meeting minutes.

I have three comments that I would like to make regarding this Mobility study;

1. If I selected a storefront to rent and want to develop a business in Burien that will hold a max. of 100 customers during any given time but own only one parking space for customers, I have selected an inappropriate location for my business. My options are to; (1) buy some other land near by for customer parking, (2) find a neighboring business that will sell or rent me some parking stalls specifically marked for my business use, (3) find a different location for my business or pay into a pool to develop additional parking. Of the 1600 businesses in Burien, most of the businesses have been responsible about handling customer parking. However recently, a few merchants/businesses, who do not believe that they should be responsible for providing parking for their customers, have approached the City and stated that they believe that they should be able to use up the Public Commons pool of parking (at no cost to their businesses) rather than provide their own customer parking.

The problem with this attitude/position is that once the free Public Commons pool of parking is used up, someone will have to finance new development of addition parking in the City. These merchants are also unwilling to park into a fund at an appropriate level commensurate with the value of the parking they will be using up for future development of parking in the City. Their belief is that the responsibility for customer parking is not theirs but rather should be shoved off on to the residents of the City. And that the residents of the City should bear the cost burden of their poor/inappropriate choice of business location. Simply stated they believe that the citizens of Burien should make a gift of parking to them for the development of their business. I and some of my neighbors don't believe that we (as residents) have a responsibility to subsidize their businesses development and profit margins with free parking at a taxation burden to Burien residents. When the BEDP looks at options for how to handle business parking in the City, one of the options should not be to give away the pool of free parking to these requesting merchants now and later force the residents to pay (through taxes or a bond) to replace the free parking that was given away to these merchants.

2. The consultants' plan to change the direction of parking along 152<sup>nd</sup> St. in Downtown Burien should not be entertained. The amount of money that it will cost the City to do this and the alleged benefits it will reap don't pencil out. I have lived in Burien for 37 years and the number of motor vehicle and bicycle accidents that have occurred along this street due to front in parking is very small and doesn't justify the expense of the change. Additionally, back in angled parking in traffic is the second most difficult kind of parking to execute because of the amount of bodily twisting and turning the driver has to do to get into the space. This puts an increased stress on new inexperienced drivers, elderly drivers, orthopedically impaired/challenged drivers and drivers with other handicapping conditions. It actually increases the probability of fender bender types of accidents and discourages shopping and use of that area in the city by the citizens who most need close in parking. As a disabled person and an expert in training the disabled, I believe that this proposed change to the direction of parking has not been adequately considered for cost/ benefit and ask that this proposed change not be part of the final Modality Plan for the City.

3. The consultants' plan to increase the allowed amount of time from two hours to four in front of the businesses on 152<sup>nd</sup> St. to increase business to merchants is counterproductive. Blocking up parking during prime business time in the City for these businesses actually decreases the amount of business and spending to these businesses. It is the equivalent of putting up orange cones or no parking signs in front of their businesses for 4 hour stretches of time. And good business heads and prosperous restaurant owners that the faster you turn over seats or parking spots around your business during prime time, the more customers you allow to enter and use your business. The City should not increase/extend the time for the use of these spots on 152<sup>nd</sup> St. For those shoppers/customers that want to stay longer along 152<sup>nd</sup> St., there is sufficient untimed/unlimited parking along the side streets and coming off 152<sup>nd</sup> and on 153<sup>rd</sup> St. and in the parking structure to park once and shop twice. Extended parking time on 152<sup>nd</sup> St. should not be part of the finalized Mobility Study.

Respectfully,

C. Edgar

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## COMPUTER CHECK REGISTER

### CHECK REGISTER APPROVAL

WE, THE MEMBERS OF THE CITY COUNCIL OF BURIEN, WASHINGTON, HAVING RECEIVED DEPARTMENT CERTIFICATION THAT MERCHANDISE AND/OR SERVICES HAVE BEEN RECEIVED OR RENDERED, DO HEREBY APPROVE FOR PAYMENT ON **This 18<sup>th</sup> day of July 2016** THE FOLLOWING:

CHECK NOS. **43842-44058**

IN THE AMOUNT OF **\$587,989.04**

WITH VOIDED CHECK NOS. **0**

### PAYROLL SALARIES AND BENEFITS APPROVAL

FOR **June 1<sup>st</sup> – June 15<sup>th</sup>** PAID ON **June 20<sup>th</sup> 2016**

CHECK NOS. **6860-6873**

DIRECT DEPOSITS AND WIRE TRANSFERS IN THE AMOUNT OF: **\$271,219.71**

### PAYROLL SALARIES AND BENEFITS APPROVAL

FOR **June 16<sup>th</sup> – June 30<sup>th</sup>** PAID ON **July 5<sup>th</sup> 2016**

CHECK NOS. **6874-6893**

DIRECT DEPOSITS AND WIRE TRANSFERS IN THE AMOUNT OF: **\$365,817.18**



# Accounts Payable

## Checks for Approval



User: cathy  
 Printed: 07/13/2016 - 9:18 AM

| Check Number | Check Date | Fund Name                     | Account Name                   | Vendor Name                    | Amount    |
|--------------|------------|-------------------------------|--------------------------------|--------------------------------|-----------|
| 43842        | 06/21/2016 | General Fund                  | Miscellaneous                  | Government Finance Officers As | 435.00    |
|              |            |                               |                                | Check Total:                   | 435.00    |
| 43843        | 06/21/2016 | General Fund                  | Refund Clearing Account -Parks | Sharlotta Green                | 114.00    |
|              |            |                               |                                | Check Total:                   | 114.00    |
| 43844        | 07/05/2016 | General Fund                  | Professional Services          | 4Leaf inc                      | 12,600.00 |
|              |            |                               |                                | Check Total:                   | 12,600.00 |
| 43845        | 07/05/2016 | Street Fund                   | Office and Operating Supplies  | Ace Hardware                   | 14.85     |
| 43845        | 07/05/2016 | Street Fund                   | Office and Operating Supplies  | Ace Hardware                   | 12.23     |
| 43845        | 07/05/2016 | Street Fund                   | Office and Operating Supplies  | Ace Hardware                   | 123.28    |
| 43845        | 07/05/2016 | Street Fund                   | Office and Operating Supplies  | Ace Hardware                   | 30.65     |
| 43845        | 07/05/2016 | Street Fund                   | Office and Operating Supplies  | Ace Hardware                   | 3.82      |
| 43845        | 07/05/2016 | Street Fund                   | Office and Operating Supplies  | Ace Hardware                   | 73.33     |
| 43845        | 07/05/2016 | Surface Water Management Fund | Office and Operating Supplies  | Ace Hardware                   | 41.58     |
|              |            |                               |                                | Check Total:                   | 299.74    |
| 43846        | 07/05/2016 | Surface Water Management Fund | Professional Services          | Action Services Corporation    | 1,516.69  |
|              |            |                               |                                | Check Total:                   | 1,516.69  |
| 43847        | 07/05/2016 | General Fund                  | Office and Operating Supplies  | Adcraft Printwear              | 1,391.00  |
| 43847        | 07/05/2016 | General Fund                  | Office and Operating Supplies  | Adcraft Printwear              | 696.00    |
|              |            |                               |                                | Check Total:                   | 2,087.00  |
| 43848        | 07/05/2016 | General Fund                  | Strawberry Festival            | Carlos Agripino Parra          | 1,979.76  |

| Check Number | Check Date | Fund Name          | Account Name                  | Vendor Name                    | Amount   |
|--------------|------------|--------------------|-------------------------------|--------------------------------|----------|
|              |            |                    |                               | Check Total:                   | 1,979.76 |
| 43849        | 07/05/2016 | Street Fund        | Office and Operating Supplies | Alpine Fence Company           | 36.62    |
|              |            |                    |                               | Check Total:                   | 36.62    |
| 43850        | 07/05/2016 | Street Fund        | Office and Operating Supplies | Alpine Products Inc            | 390.92   |
|              |            |                    |                               | Check Total:                   | 390.92   |
| 43851        | 07/05/2016 | General Fund       | Fuel Consumed                 | Amerigas                       | 170.42   |
|              |            |                    |                               | Check Total:                   | 170.42   |
| 43852        | 07/05/2016 | General Fund       | Memberships and Dues          | American Planning Association  | 354.00   |
|              |            |                    |                               | Check Total:                   | 354.00   |
| 43853        | 07/05/2016 | General Fund       | Telephone/Internet            | STEPHEN ARMSTRONG              | 39.99    |
|              |            |                    |                               | Check Total:                   | 39.99    |
| 43854        | 07/05/2016 | General Fund       | Repairs and Maintenance       | Aquatic Specialty Services Inc | 98.54    |
|              |            |                    |                               | Check Total:                   | 98.54    |
| 43855        | 07/05/2016 | Transportation CIP | Design Engineering            | Builders Exchange of WA Inc    | 45.00    |
| 43855        | 07/05/2016 | Transportation CIP | Construction                  | Builders Exchange of WA Inc    | 52.75    |
|              |            |                    |                               | Check Total:                   | 97.75    |
| 43856        | 07/05/2016 | General Fund       | Telephone/Internet            | LAUREN BERKOWITZ               | 60.94    |
|              |            |                    |                               | Check Total:                   | 60.94    |
| 43857        | 07/05/2016 | General Fund       | Printing/Binding/Copying      | Brim Press LLC                 | 205.31   |
| 43857        | 07/05/2016 | General Fund       | Printing/Binding/Copying      | Brim Press LLC                 | 114.98   |
|              |            |                    |                               | Check Total:                   | 320.29   |
| 43858        | 07/05/2016 | General Fund       | Prof. Svcs-Instructors        | Eileen Broomell                | 99.00    |

| Check Number | Check Date | Fund Name                     | Account Name                  | Vendor Name                    | Amount    |
|--------------|------------|-------------------------------|-------------------------------|--------------------------------|-----------|
| Check Total: |            |                               |                               |                                | 99.00     |
| 43859        | 07/05/2016 | Surface Water Management Fund | Repairs and Maintenance       | Bryant's Tractor & Mower Inc   | 36.20     |
| 43859        | 07/05/2016 | Street Fund                   | Repairs and Maintenance       | Bryant's Tractor & Mower Inc   | 36.21     |
| 43859        | 07/05/2016 | Surface Water Management Fund | Repairs and Maintenance       | Bryant's Tractor & Mower Inc   | 42.76     |
| 43859        | 07/05/2016 | Street Fund                   | Repairs and Maintenance       | Bryant's Tractor & Mower Inc   | 42.76     |
| 43859        | 07/05/2016 | Surface Water Management Fund | Repairs and Maintenance       | Bryant's Tractor & Mower Inc   | 54.94     |
| 43859        | 07/05/2016 | Street Fund                   | Repairs and Maintenance       | Bryant's Tractor & Mower Inc   | 54.95     |
| 43859        | 07/05/2016 | Surface Water Management Fund | Office and Operating Supplies | Bryant's Tractor & Mower Inc   | 72.08     |
| 43859        | 07/05/2016 | Street Fund                   | Office and Operating Supplies | Bryant's Tractor & Mower Inc   | 72.08     |
| Check Total: |            |                               |                               |                                | 411.98    |
| 43860        | 07/05/2016 | General Fund                  | Police Explorer Program       | Blumenthal Uniforms & Equipmen | 48.60     |
| Check Total: |            |                               |                               |                                | 48.60     |
| 43861        | 07/05/2016 | Street Fund                   | Office and Operating Supplies | Burien Bark LLC                | 14.78     |
| Check Total: |            |                               |                               |                                | 14.78     |
| 43862        | 07/05/2016 | General Fund                  | Software Licensing Fees       | CDW-G                          | 1,752.00  |
| Check Total: |            |                               |                               |                                | 1,752.00  |
| 43863        | 07/05/2016 | General Fund                  | Office and Operating Supplies | Central Welding Supply Co Inc  | 76.00     |
| Check Total: |            |                               |                               |                                | 76.00     |
| 43864        | 07/05/2016 | Surface Water Mgmt CIP        | Design-Engineering            | CH2M Hill Engineers Inc        | 13,616.90 |
| Check Total: |            |                               |                               |                                | 13,616.90 |
| 43865        | 07/05/2016 | General Fund                  | Lodging                       | ANGELA CHAUFTY                 | 241.86    |
| 43865        | 07/05/2016 | General Fund                  | Meals                         | ANGELA CHAUFTY                 | 52.00     |
| 43865        | 07/05/2016 | General Fund                  | Mileage                       | ANGELA CHAUFTY                 | 161.68    |
| Check Total: |            |                               |                               |                                | 455.54    |
| 43866        | 07/05/2016 | General Fund                  | Quarterly Newsletter          | Enriqueta Cjacon               | 300.00    |

| Check Number | Check Date | Fund Name    | Account Name                   | Vendor Name | Amount |
|--------------|------------|--------------|--------------------------------|-------------|--------|
| Check Total: |            |              |                                |             | 300.00 |
| 43867        | 07/05/2016 | General Fund | Telephone/Internet             | CenturyLink | 83.80  |
| Check Total: |            |              |                                |             | 83.80  |
| 43868        | 07/05/2016 | General Fund | Office and Operating Supplies  | Key Bank    | 8.75   |
| 43868        | 07/05/2016 | General Fund | Office and Operating Supplies  | Key Bank    | 59.45  |
| 43868        | 07/05/2016 | General Fund | Software Licensing Fees        | Key Bank    | 29.00  |
| 43868        | 07/05/2016 | General Fund | Professional Services          | Key Bank    | 104.04 |
| 43868        | 07/05/2016 | General Fund | Subscriptions and Publications | Key Bank    | 13.96  |
| 43868        | 07/05/2016 | General Fund | Registration-Training/Workshop | Key Bank    | 77.00  |
| 43868        | 07/05/2016 | General Fund | Registration-Training/Workshop | Key Bank    | 450.00 |
| 43868        | 07/05/2016 | General Fund | Registration-Training/Workshop | Key Bank    | 450.00 |
| 43868        | 07/05/2016 | General Fund | Other Travel                   | Key Bank    | 372.20 |
| 43868        | 07/05/2016 | General Fund | Office and Operating Supplies  | Key Bank    | 41.06  |
| 43868        | 07/05/2016 | General Fund | Miscellaneous                  | Key Bank    | 21.90  |
| 43868        | 07/05/2016 | General Fund | Registration-Training/Workshop | Key Bank    | 45.00  |
| 43868        | 07/05/2016 | General Fund | Registration-Training/Workshop | Key Bank    | 25.00  |
| 43868        | 07/05/2016 | General Fund | Registration-Training/Workshop | Key Bank    | 25.00  |
| 43868        | 07/05/2016 | General Fund | Registration-Training/Workshop | Key Bank    | 25.00  |
| 43868        | 07/05/2016 | General Fund | Burien Marketing Strategy      | Key Bank    | 288.97 |
| 43868        | 07/05/2016 | General Fund | Burien Marketing Strategy      | Key Bank    | 3.92   |
| 43868        | 07/05/2016 | General Fund | Small Tools & Minor Equipment  | Key Bank    | 79.28  |
| 43868        | 07/05/2016 | General Fund | Drug Seizure Proceeds KCSO     | Key Bank    | 350.00 |
| 43868        | 07/05/2016 | General Fund | Drug Seizure Proceeds KCSO     | Key Bank    | 350.00 |
| 43868        | 07/05/2016 | General Fund | Small Tools & Minor Equipment  | Key Bank    | 251.81 |
| 43868        | 07/05/2016 | General Fund | Small Tools & Minor Equipment  | Key Bank    | 6.92   |
| 43868        | 07/05/2016 | General Fund | Small Tools & Minor Equipment  | Key Bank    | -24.28 |
| 43868        | 07/05/2016 | General Fund | Drug Seizure Proceeds KCSO     | Key Bank    | 603.60 |
| 43868        | 07/05/2016 | General Fund | Registration-Training/Workshop | Key Bank    | 75.00  |
| 43868        | 07/05/2016 | General Fund | Registration-Training Workshop | Key Bank    | 140.00 |
| 43868        | 07/05/2016 | General Fund | Celebration                    | Key Bank    | 140.93 |
| 43868        | 07/05/2016 | General Fund | Human Svc-Family/Youth         | Key Bank    | 52.51  |
| 43868        | 07/05/2016 | General Fund | Software Licensing Fees        | Key Bank    | 29.99  |
| 43868        | 07/05/2016 | General Fund | Drug Seizure Proceeds KCSO     | Key Bank    | 343.20 |
| 43868        | 07/05/2016 | General Fund | Drug Seizure Proceeds KCSO     | Key Bank    | 343.20 |
| 43868        | 07/05/2016 | General Fund | Admission and Entrance Fees    | Key Bank    | 592.68 |
| 43868        | 07/05/2016 | General Fund | Office and Operating Supplies  | Key Bank    | 112.57 |
| 43868        | 07/05/2016 | General Fund | Office and Operating Supplies  | Key Bank    | 14.95  |
| 43868        | 07/05/2016 | General Fund | Office and Operating Supplies  | Key Bank    | 82.85  |
| 43868        | 07/05/2016 | General Fund | Office and Operating Supplies  | Key Bank    | 20.95  |
| 43868        | 07/05/2016 | General Fund | Office and Operating Supplies  | Key Bank    | 105.12 |
| 43868        | 07/05/2016 | General Fund | Office and Operating Supplies  | Key Bank    | 68.95  |

| Check Number | Check Date | Fund Name                     | Account Name                   | Vendor Name         | Amount   |
|--------------|------------|-------------------------------|--------------------------------|---------------------|----------|
| 43868        | 07/05/2016 | General Fund                  | Office and Operating Supplies  | Key Bank            | 41.59    |
| 43868        | 07/05/2016 | General Fund                  | Office and Operating Supplies  | Key Bank            | 57.36    |
| 43868        | 07/05/2016 | General Fund                  | Office and Operating Supplies  | Key Bank            | 5.80     |
| 43868        | 07/05/2016 | General Fund                  | Senior Trips                   | Key Bank            | 100.00   |
| 43868        | 07/05/2016 | General Fund                  | Professional Services          | Key Bank            | 9.55     |
| 43868        | 07/05/2016 | General Fund                  | Other Travel                   | Key Bank            | 5.55     |
| 43868        | 07/05/2016 | General Fund                  | Other Travel                   | Key Bank            | 20.00    |
| 43868        | 07/05/2016 | Surface Water Management Fund | Office and Operating Supplies  | Key Bank            | 63.03    |
| 43868        | 07/05/2016 | Surface Water Management Fund | Office and Operating Supplies  | Key Bank            | 21.98    |
| 43868        | 07/05/2016 | Surface Water Management Fund | Office and Operating Supplies  | Key Bank            | -14.53   |
| 43868        | 07/05/2016 | General Fund                  | Office and Operating Supplies  | Key Bank            | 63.13    |
| 43868        | 07/05/2016 | General Fund                  | Office and Operating Supplies  | Key Bank            | 75.93    |
| 43868        | 07/05/2016 | General Fund                  | Office and Operating Supplies  | Key Bank            | 16.46    |
| 43868        | 07/05/2016 | Street Fund                   | Registration-Training/Workshop | Key Bank            | 135.00   |
| 43868        | 07/05/2016 | Street Fund                   | Miscellaneous                  | Key Bank            | 42.00    |
| 43868        | 07/05/2016 | General Fund                  | Other Travel                   | Key Bank            | 13.00    |
| 43868        | 07/05/2016 | General Fund                  | Office and Operating Supplies  | Key Bank            | -60.06   |
| 43868        | 07/05/2016 | Surface Water Management Fund | Office and Operating Supplies  | Key Bank            | 36.89    |
| 43868        | 07/05/2016 | General Fund                  | Other Travel                   | Key Bank            | 12.00    |
| 43868        | 07/05/2016 | General Fund                  | Other Travel                   | Key Bank            | 36.00    |
| 43868        | 07/05/2016 | Surface Water Management Fund | Office and Operating Supplies  | Key Bank            | 22.98    |
| 43868        | 07/05/2016 | General Fund                  | Operating Rentals and Leases   | Key Bank            | 1,631.34 |
| 43868        | 07/05/2016 | General Fund                  | Operating Rentals and Leases   | Key Bank            | 56.92    |
| 43868        | 07/05/2016 | General Fund                  | Office and Operating Supplies  | Key Bank            | 502.28   |
| 43868        | 07/05/2016 | General Fund                  | Parks Building Security        | Key Bank            | 14.99    |
| 43868        | 07/05/2016 | General Fund                  | Repairs and Maintenance        | Key Bank            | 49.33    |
| 43868        | 07/05/2016 | General Fund                  | Office and Operating Supplies  | Key Bank            | 37.14    |
| 43868        | 07/05/2016 | General Fund                  | Office and Operating Supplies  | Key Bank            | 72.23    |
| 43868        | 07/05/2016 | General Fund                  | Office and Operating Supplies  | Key Bank            | 85.00    |
| 43868        | 07/05/2016 | General Fund                  | Office and Operating Supplies  | Key Bank            | 22.88    |
| 43868        | 07/05/2016 | Parks & Gen Gov't CIP         | Construction                   | Key Bank            | 388.80   |
| 43868        | 07/05/2016 | General Fund                  | Software Licensing Fees        | Key Bank            | 14.99    |
| 43868        | 07/05/2016 | General Fund                  | Advertising/Legal Publications | Key Bank            | 45.00    |
| 43868        | 07/05/2016 | General Fund                  | Registration-Training/Workshop | Key Bank            | 70.00    |
| 43868        | 07/05/2016 | General Fund                  | Software Licensing Fees        | Key Bank            | 59.95    |
| Check Total: |            |                               |                                |                     | 9,534.99 |
| 43869        | 07/05/2016 | General Fund                  | Drug Seizure Proceeds KCSO     | Comcast Corporation | 69.95    |
| Check Total: |            |                               |                                |                     | 69.95    |
| 43870        | 07/05/2016 | General Fund                  | Professional Services          | Laura R Crandall    | 532.40   |

| Check Number | Check Date | Fund Name                     | Account Name                   | Vendor Name                 | Amount       |          |
|--------------|------------|-------------------------------|--------------------------------|-----------------------------|--------------|----------|
|              |            |                               |                                |                             | Check Total: | 532.40   |
| 43871        | 07/05/2016 | General Fund                  | Utilities                      | City of Seattle             | 15.20        |          |
| 43871        | 07/05/2016 | General Fund                  | Utilities                      | City of Seattle             | 14.82        |          |
| 43871        | 07/05/2016 | Street Fund                   | Utilities - Traffic Signals    | City of Seattle             | 48.08        |          |
| 43871        | 07/05/2016 | General Fund                  | Utilities                      | City of Seattle             | 221.80       |          |
| 43871        | 07/05/2016 | General Fund                  | Utilities                      | City of Seattle             | 17.05        |          |
| 43871        | 07/05/2016 | General Fund                  | Utilities                      | City of Seattle             | 32.62        |          |
| 43871        | 07/05/2016 | General Fund                  | Utilities                      | City of Seattle             | 349.83       |          |
| 43871        | 07/05/2016 | General Fund                  | Utilities                      | City of Seattle             | 90.71        |          |
| 43871        | 07/05/2016 | General Fund                  | Utilities                      | City of Seattle             | 24.40        |          |
|              |            |                               |                                |                             | Check Total: | 814.51   |
| 43872        | 07/05/2016 | Street Fund                   | Operating Rentals and Leases   | City of SeaTac              | 287.50       |          |
| 43872        | 07/05/2016 | Surface Water Management Fund | Operating Rentals and Leases   | City of SeaTac              | 287.50       |          |
|              |            |                               |                                |                             | Check Total: | 575.00   |
| 43873        | 07/05/2016 | General Fund                  | Discover Burien                | Discover Burien Association | 6,125.00     |          |
| 43873        | 07/05/2016 | General Fund                  | Discover Burien - Clean & Safe | Discover Burien Association | 3,331.66     |          |
|              |            |                               |                                |                             | Check Total: | 9,456.66 |
| 43874        | 07/05/2016 | General Fund                  | Operating Rentals and Leases   | D&L Property Management LLC | 490.00       |          |
|              |            |                               |                                |                             | Check Total: | 490.00   |
| 43875        | 07/05/2016 | General Fund                  | Professional Services          | Dunbar Armored Inc          | 135.20       |          |
|              |            |                               |                                |                             | Check Total: | 135.20   |
| 43876        | 07/05/2016 | Street Fund                   | Office and Operating Supplies  | Dunn Lumber Co.             | 11.42        |          |
|              |            |                               |                                |                             | Check Total: | 11.42    |
| 43877        | 07/05/2016 | General Fund                  | Repairs and Maintenance        | Elidrew, LLC                | 11.83        |          |
| 43877        | 07/05/2016 | General Fund                  | Repairs and Maint - Vehicle    | Elidrew, LLC                | 11.83        |          |
|              |            |                               |                                |                             | Check Total: | 23.66    |
| 43878        | 07/05/2016 | General Fund                  | Repairs and Maintenance        | Alpha Eden                  | 82.13        |          |

| Check Number | Check Date | Fund Name                     | Account Name                  | Vendor Name                  | Amount   |
|--------------|------------|-------------------------------|-------------------------------|------------------------------|----------|
| 43878        | 07/05/2016 | General Fund                  | Repairs and Maintenance       | Alpha Eden                   | 93.08    |
|              |            |                               |                               | Check Total:                 | 175.21   |
| 43879        | 07/05/2016 | General Fund                  | Telephone/Internet            | ROBERT EDGAR                 | 50.94    |
|              |            |                               |                               | Check Total:                 | 50.94    |
| 43880        | 07/05/2016 | General Fund                  | Professional Services         | Fehr and Peers               | 7,258.72 |
|              |            |                               |                               | Check Total:                 | 7,258.72 |
| 43881        | 07/05/2016 | Surface Water Management Fund | Office and Operating Supplies | JUAN GRANIZO                 | 160.00   |
|              |            |                               |                               | Check Total:                 | 160.00   |
| 43882        | 07/05/2016 | Surface Water Management Fund | Office and Operating Supplies | Horizon Distributors Inc     | 210.72   |
|              |            |                               |                               | Check Total:                 | 210.72   |
| 43883        | 07/05/2016 | General Fund                  | Memberships and Dues          | ICMA Conference Registration | 1,240.00 |
|              |            |                               |                               | Check Total:                 | 1,240.00 |
| 43884        | 07/05/2016 | Street Fund                   | Office and Operating Supplies | ICON Materials               | 139.58   |
| 43884        | 07/05/2016 | Street Fund                   | Office and Operating Supplies | ICON Materials               | 31.76    |
| 43884        | 07/05/2016 | Street Fund                   | Office and Operating Supplies | ICON Materials               | 276.49   |
| 43884        | 07/05/2016 | Street Fund                   | Office and Operating Supplies | ICON Materials               | 102.38   |
| 43884        | 07/05/2016 | Street Fund                   | Office and Operating Supplies | ICON Materials               | 484.51   |
| 43884        | 07/05/2016 | Street Fund                   | Office and Operating Supplies | ICON Materials               | 96.31    |
|              |            |                               |                               | Check Total:                 | 1,131.03 |
| 43885        | 07/05/2016 | General Fund                  | Miscellaneous                 | Iron Mountain                | 695.96   |
|              |            |                               |                               | Check Total:                 | 695.96   |
| 43886        | 07/05/2016 | General Fund                  | Telephone/Internet            | LUCY KRAKOWIAK               | 57.98    |
|              |            |                               |                               | Check Total:                 | 57.98    |
| 43887        | 07/05/2016 | General Fund                  | Strawberry Festival           | GINA KALLMAN                 | 13.12    |
| 43887        | 07/05/2016 | General Fund                  | Strawberry Festival           | GINA KALLMAN                 | 8.52     |

| Check Number | Check Date | Fund Name                     | Account Name                  | Vendor Name                    | Amount   |
|--------------|------------|-------------------------------|-------------------------------|--------------------------------|----------|
| 43887        | 07/05/2016 | General Fund                  | Strawberry Festival           | GINA KALLMAN                   | 42.72    |
|              |            |                               |                               | Check Total:                   | 64.36    |
| 43888        | 07/05/2016 | Surface Water Management Fund | Office and Operating Supplies | King County Dept. Fleet Admin. | 553.59   |
|              |            |                               |                               | Check Total:                   | 553.59   |
| 43889        | 07/05/2016 | General Fund                  | Repairs and Maintenance       | KING COUNTY FINANCE            | 22.00    |
| 43889        | 07/05/2016 | Surface Water Management Fund | TV Inspection and Vactoring   | KING COUNTY FINANCE            | 631.64   |
|              |            |                               |                               | Check Total:                   | 653.64   |
| 43890        | 07/05/2016 | General Fund                  | Instructors Prof Srvs         | North American Youth Activitie | 4,368.00 |
|              |            |                               |                               | Check Total:                   | 4,368.00 |
| 43891        | 07/05/2016 | General Fund                  | Strawberry Festival           | Andrea Koehler                 | 240.90   |
|              |            |                               |                               | Check Total:                   | 240.90   |
| 43892        | 07/05/2016 | General Fund                  | Prof. Svcs-Instructors        | Randolph Alan Litch            | 400.00   |
|              |            |                               |                               | Check Total:                   | 400.00   |
| 43893        | 07/05/2016 | Surface Water Management Fund | Office and Operating Supplies | Lloyd Enterprises Inc          | 88.14    |
| 43893        | 07/05/2016 | Surface Water Management Fund | Office and Operating Supplies | Lloyd Enterprises Inc          | 139.16   |
|              |            |                               |                               | Check Total:                   | 227.30   |
| 43894        | 07/05/2016 | General Fund                  | Repairs and Maintenance       | McKinstry Co. LLC              | 474.11   |
|              |            |                               |                               | Check Total:                   | 474.11   |
| 43895        | 07/05/2016 | Street Fund                   | Office and Operating Supplies | McLendon Hardware Inc          | 47.89    |
| 43895        | 07/05/2016 | Surface Water Management Fund | Office and Operating Supplies | McLendon Hardware Inc          | 47.88    |
| 43895        | 07/05/2016 | Street Fund                   | Special Event Clean up        | McLendon Hardware Inc          | 434.84   |
|              |            |                               |                               | Check Total:                   | 530.61   |
| 43896        | 07/05/2016 | General Fund                  | Computer Related Supplies     | NuLeaf                         | 216.65   |

| Check Number | Check Date | Fund Name                     | Account Name                 | Vendor Name                   | Amount       |          |
|--------------|------------|-------------------------------|------------------------------|-------------------------------|--------------|----------|
|              |            |                               |                              |                               | Check Total: | 216.65   |
| 43897        | 07/05/2016 | Surface Water Management Fund | Mileage                      | DAN O'BRIEN                   | 22.68        |          |
| 43897        | 07/05/2016 | Surface Water Management Fund | Other Travel                 | DAN O'BRIEN                   | 18.32        |          |
|              |            |                               |                              |                               | Check Total: | 41.00    |
| 43898        | 07/05/2016 | General Fund                  | Operating Rentals and Leases | Onesource Water               | 159.48       |          |
|              |            |                               |                              |                               | Check Total: | 159.48   |
| 43899        | 07/05/2016 | Street Fund                   | Repairs and Maint - Fleet    | OReilly Auto Parts            | 25.81        |          |
| 43899        | 07/05/2016 | Surface Water Management Fund | Repairs and Maint - Fleet    | OReilly Auto Parts            | 25.81        |          |
| 43899        | 07/05/2016 | Surface Water Management Fund | Repairs and Maint - Fleet    | OReilly Auto Parts            | 68.16        |          |
| 43899        | 07/05/2016 | Street Fund                   | Repairs and Maint - Fleet    | OReilly Auto Parts            | 68.16        |          |
| 43899        | 07/05/2016 | Street Fund                   | Repairs and Maint - Fleet    | OReilly Auto Parts            | 4.37         |          |
| 43899        | 07/05/2016 | Surface Water Management Fund | Repairs and Maint - Fleet    | OReilly Auto Parts            | 4.38         |          |
| 43899        | 07/05/2016 | Surface Water Management Fund | Repairs and Maint - Fleet    | OReilly Auto Parts            | 14.22        |          |
| 43899        | 07/05/2016 | Street Fund                   | Repairs and Maint - Fleet    | OReilly Auto Parts            | 14.23        |          |
| 43899        | 07/05/2016 | Street Fund                   | Repairs and Maint - Fleet    | OReilly Auto Parts            | 12.02        |          |
| 43899        | 07/05/2016 | Surface Water Management Fund | Repairs and Maint - Fleet    | OReilly Auto Parts            | 12.03        |          |
|              |            |                               |                              |                               | Check Total: | 249.19   |
| 43900        | 07/05/2016 | General Fund                  | Operating Rentals and Leases | Pacific Office Automation Inc | 473.51       |          |
| 43900        | 07/05/2016 | General Fund                  | Operating Rentals and Leases | Pacific Office Automation Inc | 339.31       |          |
| 43900        | 07/05/2016 | General Fund                  | Operating Rentals and Leases | Pacific Office Automation Inc | 381.59       |          |
|              |            |                               |                              |                               | Check Total: | 1,194.41 |
| 43901        | 07/05/2016 | Street Fund                   | Repairs and Maint - Fleet    | Pacific Torque LLC            | 365.75       |          |
| 43901        | 07/05/2016 | Surface Water Management Fund | Repairs and Maint - Fleet    | Pacific Torque LLC            | 365.75       |          |
|              |            |                               |                              |                               | Check Total: | 731.50   |
| 43902        | 07/05/2016 | General Fund                  | Professional Services        | Pearl Django LLC              | 900.00       |          |
|              |            |                               |                              |                               | Check Total: | 900.00   |
| 43903        | 07/05/2016 | Transportation CIP            | Design Engineering           | Perteet Inc                   | 6,076.03     |          |

| Check Number | Check Date | Fund Name                     | Account Name                   | Vendor Name                 | Amount    |
|--------------|------------|-------------------------------|--------------------------------|-----------------------------|-----------|
|              |            |                               |                                | Check Total:                | 6,076.03  |
| 43904        | 07/05/2016 | Surface Water Management Fund | Office and Operating Supplies  | Pacific Industrial Supply   | 84.16     |
| 43904        | 07/05/2016 | Surface Water Management Fund | Office and Operating Supplies  | Pacific Industrial Supply   | 40.34     |
|              |            |                               |                                | Check Total:                | 124.50    |
| 43905        | 07/05/2016 | General Fund                  | Postage                        | Reserve Account             | 5,000.00  |
|              |            |                               |                                | Check Total:                | 5,000.00  |
| 43906        | 07/05/2016 | General Fund                  | Office and Operating Supplies  | Pitney Bowes Inc            | 101.99    |
|              |            |                               |                                | Check Total:                | 101.99    |
| 43907        | 07/05/2016 | General Fund                  | Summer Youth                   | PARA LOS NINOS              | 10,575.00 |
|              |            |                               |                                | Check Total:                | 10,575.00 |
| 43908        | 07/05/2016 | General Fund                  | Operating Rentals and Leases   | PRG Investment Company, LLC | 2,224.80  |
|              |            |                               |                                | Check Total:                | 2,224.80  |
| 43909        | 07/05/2016 | General Fund                  | Online Video Streaming         | Puget Sound Access          | 200.00    |
|              |            |                               |                                | Check Total:                | 200.00    |
| 43910        | 07/05/2016 | Street Fund                   | Repairs and Maintenance        | Puget Sound Energy          | 543.80    |
| 43910        | 07/05/2016 | General Fund                  | Utilities                      | Puget Sound Energy          | 59.45     |
|              |            |                               |                                | Check Total:                | 603.25    |
| 43911        | 07/05/2016 | General Fund                  | Printing/Binding/Copying       | Ramlyn Engraving & Sign Co. | 53.11     |
| 43911        | 07/05/2016 | General Fund                  | Printing/Binding/Copying       | Ramlyn Engraving & Sign Co. | 49.28     |
| 43911        | 07/05/2016 | General Fund                  | Printing/Binding/Copying       | Ramlyn Engraving & Sign Co. | 49.28     |
| 43911        | 07/05/2016 | General Fund                  | Printing/Binding/Copying       | Ramlyn Engraving & Sign Co. | 49.28     |
|              |            |                               |                                | Check Total:                | 200.95    |
| 43912        | 07/05/2016 | General Fund                  | Refund Clearing Account -Parks | Kennedy High School         | 407.50    |

| Check Number | Check Date | Fund Name    | Account Name                   | Vendor Name                    | Amount |
|--------------|------------|--------------|--------------------------------|--------------------------------|--------|
|              |            |              |                                | Check Total:                   | 407.50 |
| 43913        | 07/05/2016 | General Fund | Other Miscellaneous Revenue    | Protection One Alarm Monitorin | 100.00 |
|              |            |              |                                | Check Total:                   | 100.00 |
| 43914        | 07/05/2016 | Street Fund  | Business Licenses              | Forbes-Farrar LLC              | 15.00  |
|              |            |              |                                | Check Total:                   | 15.00  |
| 43915        | 07/05/2016 | General Fund | Business & Occupation Tax      | Momentum Dance Academy         | 897.47 |
|              |            |              |                                | Check Total:                   | 897.47 |
| 43916        | 07/05/2016 | General Fund | Plan Review Fees (Bldg Dept)   | Kris Smith                     | 390.00 |
|              |            |              |                                | Check Total:                   | 390.00 |
| 43917        | 07/05/2016 | General Fund | Refund Clearing Account -Parks | Patricia McDowell              | 20.00  |
|              |            |              |                                | Check Total:                   | 20.00  |
| 43918        | 07/05/2016 | General Fund | Refund Clearing Account -Parks | Southwest Lacrosse Club        | 66.00  |
|              |            |              |                                | Check Total:                   | 66.00  |
| 43919        | 07/05/2016 | General Fund | Printing/Binding/Copying       | Claude McAlpin, III            | 359.30 |
|              |            |              |                                | Check Total:                   | 359.30 |
| 43920        | 07/05/2016 | Street Fund  | Office and Operating Supplies  | GREG RUTKOSKY                  | 160.00 |
|              |            |              |                                | Check Total:                   | 160.00 |
| 43921        | 07/05/2016 | General Fund | Human Svc-Family/Youth         | Sandstone Inn and Airport Park | 100.00 |
| 43921        | 07/05/2016 | General Fund | Human Svc-Family/Youth         | Sandstone Inn and Airport Park | 100.00 |
|              |            |              |                                | Check Total:                   | 200.00 |
| 43922        | 07/05/2016 | General Fund | Repairs and Maintenance        | Seatown Locksmith              | 107.50 |
| 43922        | 07/05/2016 | General Fund | Office and Operating Supplies  | Seatown Locksmith              | 38.33  |

| Check Number | Check Date | Fund Name                     | Account Name                   | Vendor Name              | Amount    |
|--------------|------------|-------------------------------|--------------------------------|--------------------------|-----------|
| 43922        | 07/05/2016 | General Fund                  | Office and Operating Supplies  | Seatown Locksmith        | 392.56    |
| 43922        | 07/05/2016 | General Fund                  | Office and Operating Supplies  | Seatown Locksmith        | 174.11    |
| Check Total: |            |                               |                                |                          | 712.50    |
| 43923        | 07/05/2016 | General Fund                  | Fuel Consumed                  | Shell Fleet Plus         | 80.05     |
| 43923        | 07/05/2016 | General Fund                  | Citizens Patrol/ Crime Prevent | Shell Fleet Plus         | 23.34     |
| 43923        | 07/05/2016 | General Fund                  | Fuel Consumed                  | Shell Fleet Plus         | 183.86    |
| 43923        | 07/05/2016 | General Fund                  | Fuel Consumed                  | Shell Fleet Plus         | 509.80    |
| 43923        | 07/05/2016 | General Fund                  | Fuel Consumed                  | Shell Fleet Plus         | 102.13    |
| 43923        | 07/05/2016 | Street Fund                   | Fuel Consumed                  | Shell Fleet Plus         | 1,320.08  |
| 43923        | 07/05/2016 | Surface Water Management Fund | Fuel Consumed                  | Shell Fleet Plus         | 1,926.90  |
| Check Total: |            |                               |                                |                          | 4,146.16  |
| 43924        | 07/05/2016 | General Fund                  | Jail Contracts                 | Smart Start              | 132.00    |
| Check Total: |            |                               |                                |                          | 132.00    |
| 43925        | 07/05/2016 | General Fund                  | Burien Marketing Strategy      | Amanda Snyder            | 164.25    |
| 43925        | 07/05/2016 | General Fund                  | Burien Marketing Strategy      | Amanda Snyder            | 227.50    |
| Check Total: |            |                               |                                |                          | 391.75    |
| 43926        | 07/05/2016 | General Fund                  | Software Licensing Fees        | SoftwareONE Inc          | 348.05    |
| Check Total: |            |                               |                                |                          | 348.05    |
| 43927        | 07/05/2016 | General Fund                  | Professional Services          | Scott Sonnenfeld         | 262.80    |
| Check Total: |            |                               |                                |                          | 262.80    |
| 43928        | 07/05/2016 | General Fund                  | Utilities - Fire Hydrants      | Seattle Public Utilities | 16,381.50 |
| Check Total: |            |                               |                                |                          | 16,381.50 |
| 43929        | 07/05/2016 | Transportation CIP            | Construction                   | Sound Publishing Inc     | 349.00    |
| Check Total: |            |                               |                                |                          | 349.00    |
| 43930        | 07/05/2016 | General Fund                  | Professional Svcs-State Audit  | State Auditor's Office   | 18,236.20 |

| Check Number | Check Date | Fund Name                     | Account Name                   | Vendor Name                    | Amount       |           |
|--------------|------------|-------------------------------|--------------------------------|--------------------------------|--------------|-----------|
|              |            |                               |                                |                                | Check Total: | 18,236.20 |
| 43931        | 07/05/2016 | General Fund                  | Utilities                      | Southwest Suburban Sewer Dist. | 48.67        |           |
|              |            |                               |                                |                                | Check Total: | 48.67     |
| 43932        | 07/05/2016 | Street Fund                   | Professional Services          | The Work Clinic                | 70.00        |           |
|              |            |                               |                                |                                | Check Total: | 70.00     |
| 43933        | 07/05/2016 | General Fund                  | Arts and Culture Grants        | Debra A Thoma                  | 344.00       |           |
|              |            |                               |                                |                                | Check Total: | 344.00    |
| 43934        | 07/05/2016 | General Fund                  | Prof. Svcs-Instructors         | Sallie Tierney                 | 143.76       |           |
|              |            |                               |                                |                                | Check Total: | 143.76    |
| 43935        | 07/05/2016 | General Fund                  | Human Svc-Family/Youth         | Transform Burien               | 500.00       |           |
|              |            |                               |                                |                                | Check Total: | 500.00    |
| 43936        | 07/05/2016 | Surface Water Management Fund | Repairs and Maint-Pump Station | Utilities Service Co Inc       | 640.58       |           |
|              |            |                               |                                |                                | Check Total: | 640.58    |
| 43937        | 07/05/2016 | General Fund                  | Drug Seizure Proceeds KCSO     | Verizon Wireless               | 200.05       |           |
| 43937        | 07/05/2016 | General Fund                  | Telephone/Internet             | Verizon Wireless               | 80.02        |           |
| 43937        | 07/05/2016 | General Fund                  | Telephone/Internet             | Verizon Wireless               | 211.56       |           |
| 43937        | 07/05/2016 | Street Fund                   | Telephone                      | Verizon Wireless               | 250.00       |           |
| 43937        | 07/05/2016 | Surface Water Management Fund | Telephone                      | Verizon Wireless               | 412.99       |           |
| 43937        | 07/05/2016 | General Fund                  | Telephone/Internet             | Verizon Wireless               | 58.96        |           |
| 43937        | 07/05/2016 | General Fund                  | Telephone/Internet             | Verizon Wireless               | 161.06       |           |
| 43937        | 07/05/2016 | General Fund                  | Telephone/Internet             | Verizon Wireless               | 40.01        |           |
| 43937        | 07/05/2016 | General Fund                  | Telephone/Internet             | Verizon Wireless               | 58.96        |           |
| 43937        | 07/05/2016 | General Fund                  | Telephone/Internet             | Verizon Wireless               | 40.01        |           |
| 43937        | 07/05/2016 | General Fund                  | Telephone/Internet             | Verizon Wireless               | 58.96        |           |
| 43937        | 07/05/2016 | General Fund                  | Telephone/Internet             | Verizon Wireless               | 247.92       |           |
|              |            |                               |                                |                                | Check Total: | 1,820.50  |
| 43938        | 07/05/2016 | General Fund                  | Advertising/Legal Publications | WA Assn. of Building Officials | 50.00        |           |

| Check Number | Check Date | Fund Name                     | Account Name                   | Vendor Name              | Amount       |          |
|--------------|------------|-------------------------------|--------------------------------|--------------------------|--------------|----------|
|              |            |                               |                                |                          | Check Total: | 50.00    |
| 43939        | 07/05/2016 | General Fund                  | Telephone/Internet             | DEBI WAGNER              | 31.46        |          |
|              |            |                               |                                |                          | Check Total: | 31.46    |
| 43940        | 07/05/2016 | General Fund                  | Utilities                      | King Co Water Dist 49    | 607.25       |          |
| 43940        | 07/05/2016 | Street Fund                   | Landscape Maint - Utilities    | King Co Water Dist 49    | 68.25        |          |
| 43940        | 07/05/2016 | Street Fund                   | Landscape Maint - Utilities    | King Co Water Dist 49    | 117.75       |          |
| 43940        | 07/05/2016 | Street Fund                   | Landscape Maint - Utilities    | King Co Water Dist 49    | 68.25        |          |
| 43940        | 07/05/2016 | General Fund                  | Utilities                      | King Co Water Dist 49    | 784.74       |          |
| 43940        | 07/05/2016 | General Fund                  | Utilities                      | King Co Water Dist 49    | 58.74        |          |
| 43940        | 07/05/2016 | Street Fund                   | Landscape Maint - Utilities    | King Co Water Dist 49    | 27.25        |          |
| 43940        | 07/05/2016 | General Fund                  | Utilities                      | King Co Water Dist 49    | 702.24       |          |
| 43940        | 07/05/2016 | General Fund                  | Utilities                      | King Co Water Dist 49    | 486.20       |          |
| 43940        | 07/05/2016 | Street Fund                   | Landscape Maint - Utilities    | King Co Water Dist 49    | 68.25        |          |
| 43940        | 07/05/2016 | Street Fund                   | Landscape Maint - Utilities    | King Co Water Dist 49    | 138.75       |          |
| 43940        | 07/05/2016 | General Fund                  | Utilities                      | King Co Water Dist 49    | 101.24       |          |
| 43940        | 07/05/2016 | Street Fund                   | Landscape Maint - Utilities    | King Co Water Dist 49    | 68.25        |          |
|              |            |                               |                                |                          | Check Total: | 3,297.16 |
| 43941        | 07/05/2016 | General Fund                  | Professional Services          | Whitewater Aquatics Mgmt | 1,666.66     |          |
|              |            |                               |                                |                          | Check Total: | 1,666.66 |
| 43942        | 07/05/2016 | Street Fund                   | Operating Rentals and Leases   | Wilken Properties, LLC   | 3,300.00     |          |
| 43942        | 07/05/2016 | Surface Water Management Fund | Operating Rentals and Leases   | Wilken Properties, LLC   | 3,300.00     |          |
|              |            |                               |                                |                          | Check Total: | 6,600.00 |
| 43943        | 07/05/2016 | General Fund                  | Advertising/Legal Publications | YourMembership.com Inc   | 150.00       |          |
|              |            |                               |                                |                          | Check Total: | 150.00   |
| 43944        | 07/18/2016 | General Fund                  | Professional Services          | 14/48 Projects           | 350.00       |          |
|              |            |                               |                                |                          | Check Total: | 350.00   |
| 43945        | 07/18/2016 | General Fund                  | Professional Services          | ABC Legal                | 7.00         |          |
| 43945        | 07/18/2016 | General Fund                  | Professional Services          | ABC Legal                | 7.00         |          |
| 43945        | 07/18/2016 | General Fund                  | Professional Services          | ABC Legal                | 7.00         |          |

| Check Number | Check Date | Fund Name                     | Account Name                  | Vendor Name                 | Amount   |
|--------------|------------|-------------------------------|-------------------------------|-----------------------------|----------|
| 43945        | 07/18/2016 | General Fund                  | Professional Services         | ABC Legal                   | 50.00    |
| Check Total: |            |                               |                               |                             | 71.00    |
| 43946        | 07/18/2016 | General Fund                  | Memberships and Dues          | Auto Club of America        | 329.90   |
| Check Total: |            |                               |                               |                             | 329.90   |
| 43947        | 07/18/2016 | General Fund                  | Office and Operating Supplies | Ace Hardware                | 14.22    |
| 43947        | 07/18/2016 | General Fund                  | Office and Operating Supplies | Ace Hardware                | 23.26    |
| 43947        | 07/18/2016 | General Fund                  | Office and Operating Supplies | Ace Hardware                | 27.36    |
| 43947        | 07/18/2016 | General Fund                  | Office and Operating Supplies | Ace Hardware                | 7.65     |
| 43947        | 07/18/2016 | General Fund                  | Office and Operating Supplies | Ace Hardware                | 11.17    |
| 43947        | 07/18/2016 | General Fund                  | Office and Operating Supplies | Ace Hardware                | 17.51    |
| 43947        | 07/18/2016 | General Fund                  | Office and Operating Supplies | Ace Hardware                | 1.29     |
| 43947        | 07/18/2016 | General Fund                  | Office and Operating Supplies | Ace Hardware                | 21.30    |
| 43947        | 07/18/2016 | General Fund                  | Office and Operating Supplies | Ace Hardware                | 120.43   |
| 43947        | 07/18/2016 | General Fund                  | Office and Operating Supplies | Ace Hardware                | 36.61    |
| 43947        | 07/18/2016 | General Fund                  | Office and Operating Supplies | Ace Hardware                | 6.55     |
| 43947        | 07/18/2016 | General Fund                  | Office and Operating Supplies | Ace Hardware                | 10.91    |
| 43947        | 07/18/2016 | General Fund                  | Office and Operating Supplies | Ace Hardware                | 13.10    |
| 43947        | 07/18/2016 | General Fund                  | Office and Operating Supplies | Ace Hardware                | 5.46     |
| 43947        | 07/18/2016 | General Fund                  | Office and Operating Supplies | Ace Hardware                | 33.92    |
| 43947        | 07/18/2016 | General Fund                  | Office and Operating Supplies | Ace Hardware                | 87.59    |
| 43947        | 07/18/2016 | General Fund                  | Office and Operating Supplies | Ace Hardware                | 7.25     |
| 43947        | 07/18/2016 | General Fund                  | Office and Operating Supplies | Ace Hardware                | 9.84     |
| 43947        | 07/18/2016 | General Fund                  | Office and Operating Supplies | Ace Hardware                | 10.94    |
| 43947        | 07/18/2016 | General Fund                  | Office and Operating Supplies | Ace Hardware                | 38.62    |
| 43947        | 07/18/2016 | General Fund                  | Office and Operating Supplies | Ace Hardware                | 102.43   |
| 43947        | 07/18/2016 | General Fund                  | Office and Operating Supplies | Ace Hardware                | 7.64     |
| 43947        | 07/18/2016 | Surface Water Management Fund | Office and Operating Supplies | Ace Hardware                | 76.43    |
| 43947        | 07/18/2016 | Street Fund                   | Office and Operating Supplies | Ace Hardware                | 76.44    |
| 43947        | 07/18/2016 | Street Fund                   | Office and Operating Supplies | Ace Hardware                | 71.16    |
| 43947        | 07/18/2016 | Street Fund                   | Office and Operating Supplies | Ace Hardware                | 38.27    |
| 43947        | 07/18/2016 | Street Fund                   | Office and Operating Supplies | Ace Hardware                | 30.66    |
| 43947        | 07/18/2016 | Surface Water Management Fund | Office and Operating Supplies | Ace Hardware                | 30.66    |
| 43947        | 07/18/2016 | Street Fund                   | Office and Operating Supplies | Ace Hardware                | 125.95   |
| Check Total: |            |                               |                               |                             | 1,064.62 |
| 43948        | 07/18/2016 | Surface Water Management Fund | Professional Services         | Action Services Corporation | 70.00    |
| Check Total: |            |                               |                               |                             | 70.00    |

| Check Number | Check Date | Fund Name                     | Account Name                  | Vendor Name                    | Amount                |
|--------------|------------|-------------------------------|-------------------------------|--------------------------------|-----------------------|
| 43949        | 07/18/2016 | Street Fund                   | Repairs and Maintenance       | American Concrete Cutting      | 520.13                |
| 43949        | 07/18/2016 | Street Fund                   | Repairs and Maintenance       | American Concrete Cutting      | 520.13                |
|              |            |                               |                               |                                | Check Total: 1,040.26 |
| 43950        | 07/18/2016 | General Fund                  | Fuel Consumed                 | Amerigas                       | 171.01                |
|              |            |                               |                               |                                | Check Total: 171.01   |
| 43951        | 07/18/2016 | General Fund                  | Office and Operating Supplies | Aramark Uniform Services       | 21.90                 |
| 43951        | 07/18/2016 | General Fund                  | Office and Operating Supplies | Aramark Uniform Services       | 31.49                 |
| 43951        | 07/18/2016 | General Fund                  | Office and Operating Supplies | Aramark Uniform Services       | 20.40                 |
|              |            |                               |                               |                                | Check Total: 73.79    |
| 43952        | 07/18/2016 | General Fund                  | Professional Services         | Arts Corps                     | 2,350.00              |
|              |            |                               |                               |                                | Check Total: 2,350.00 |
| 43953        | 07/18/2016 | General Fund                  | Telephone/Internet            | AT&T Mobility                  | 21.24                 |
|              |            |                               |                               |                                | Check Total: 21.24    |
| 43954        | 07/18/2016 | General Fund                  | Other Travel                  | LISA AUMANN                    | 60.32                 |
|              |            |                               |                               |                                | Check Total: 60.32    |
| 43955        | 07/18/2016 | General Fund                  | Prof. Svcs-Instructors        | Vivian D. Bowles               | 400.00                |
|              |            |                               |                               |                                | Check Total: 400.00   |
| 43956        | 07/18/2016 | General Fund                  | Prof. Svcs-Instructors        | Viola Brumbaugh                | 2,432.00              |
|              |            |                               |                               |                                | Check Total: 2,432.00 |
| 43957        | 07/18/2016 | Surface Water Management Fund | Office and Operating Supplies | Bryant's Tractor & Mower Inc   | 65.04                 |
| 43957        | 07/18/2016 | Street Fund                   | Office and Operating Supplies | Bryant's Tractor & Mower Inc   | 65.05                 |
| 43957        | 07/18/2016 | Surface Water Management Fund | Small Tools & Minor Equipment | Bryant's Tractor & Mower Inc   | 297.82                |
| 43957        | 07/18/2016 | Street Fund                   | Small Tools & Minor Equipment | Bryant's Tractor & Mower Inc   | 297.82                |
|              |            |                               |                               |                                | Check Total: 725.73   |
| 43958        | 07/18/2016 | General Fund                  | Police Explorer Program       | Blumenthal Uniforms & Equipmen | 43.79                 |

| Check Number | Check Date | Fund Name          | Account Name                   | Vendor Name                   | Amount    |
|--------------|------------|--------------------|--------------------------------|-------------------------------|-----------|
|              |            |                    |                                | Check Total:                  | 43.79     |
| 43959        | 07/18/2016 | General Fund       | Strawberry Festival            | Burien Bark LLC               | 174.76    |
| 43959        | 07/18/2016 | General Fund       | Office and Operating Supplies  | Burien Bark LLC               | 118.23    |
| 43959        | 07/18/2016 | General Fund       | Office and Operating Supplies  | Burien Bark LLC               | 26.27     |
|              |            |                    |                                | Check Total:                  | 319.26    |
| 43960        | 07/18/2016 | General Fund       | Animal Control Services        | CARES                         | 14,594.51 |
|              |            |                    |                                | Check Total:                  | 14,594.51 |
| 43961        | 07/18/2016 | General Fund       | Registration-Training/Workshop | Cellebrite USA Corp           | 3,850.00  |
|              |            |                    |                                | Check Total:                  | 3,850.00  |
| 43962        | 07/18/2016 | General Fund       | Office and Operating Supplies  | Central Welding Supply Co Inc | 80.45     |
|              |            |                    |                                | Check Total:                  | 80.45     |
| 43963        | 07/18/2016 | Transportation CIP | Design - Engineering           | CH2M Hill                     | 24,278.43 |
| 43963        | 07/18/2016 | Transportation CIP | Design - Engineering           | CH2M Hill                     | 14,471.45 |
|              |            |                    |                                | Check Total:                  | 38,749.88 |
| 43964        | 07/18/2016 | General Fund       | Arts and Culture Grants        | Northwest Associated Arts     | 4,300.00  |
|              |            |                    |                                | Check Total:                  | 4,300.00  |
| 43965        | 07/18/2016 | Transportation CIP | Right-of Way Acquisition       | CIC Valuation Group Inc       | 6,500.00  |
|              |            |                    |                                | Check Total:                  | 6,500.00  |
| 43966        | 07/18/2016 | General Fund       | Office and Operating Supplies  | Clay Art Center Inc           | 912.88    |
|              |            |                    |                                | Check Total:                  | 912.88    |
| 43967        | 07/18/2016 | General Fund       | Strawberry Festival            | Clowns Unlimited Inc          | 2,781.30  |
|              |            |                    |                                | Check Total:                  | 2,781.30  |

| Check Number | Check Date | Fund Name                     | Account Name                  | Vendor Name            | Amount   |
|--------------|------------|-------------------------------|-------------------------------|------------------------|----------|
| 43968        | 07/18/2016 | General Fund                  | Public Defender               | W. Tracy Codd          | 337.50   |
| Check Total: |            |                               |                               |                        | 337.50   |
| 43969        | 07/18/2016 | General Fund                  | Office and Operating Supplies | Complete Office LLC    | 59.03    |
| 43969        | 07/18/2016 | General Fund                  | Office and Operating Supplies | Complete Office LLC    | 141.66   |
| 43969        | 07/18/2016 | General Fund                  | Office and Operating Supplies | Complete Office LLC    | 94.44    |
| 43969        | 07/18/2016 | General Fund                  | Office and Operating Supplies | Complete Office LLC    | 23.61    |
| 43969        | 07/18/2016 | General Fund                  | Office and Operating Supplies | Complete Office LLC    | 153.47   |
| 43969        | 07/18/2016 | General Fund                  | IT Office & Operating Suppli  | Complete Office LLC    | 59.03    |
| 43969        | 07/18/2016 | General Fund                  | Office and Operating Supplies | Complete Office LLC    | 82.64    |
| 43969        | 07/18/2016 | General Fund                  | Office and Operating Supplies | Complete Office LLC    | 165.28   |
| 43969        | 07/18/2016 | Surface Water Management Fund | Office and Operating Supplies | Complete Office LLC    | 82.64    |
| 43969        | 07/18/2016 | General Fund                  | Office and Operating Supplies | Complete Office LLC    | 141.66   |
| 43969        | 07/18/2016 | General Fund                  | Office and Operating Supplies | Complete Office LLC    | 177.08   |
| 43969        | 07/18/2016 | General Fund                  | Office and Operating Supplies | Complete Office LLC    | 475.16   |
| 43969        | 07/18/2016 | General Fund                  | Office and Operating Supplies | Complete Office LLC    | 328.49   |
| 43969        | 07/18/2016 | General Fund                  | Office and Operating Supplies | Complete Office LLC    | 1,046.66 |
| Check Total: |            |                               |                               |                        | 3,030.85 |
| 43970        | 07/18/2016 | General Fund                  | Professional Services         | Kevin Connor           | 750.00   |
| Check Total: |            |                               |                               |                        | 750.00   |
| 43971        | 07/18/2016 | General Fund                  | Office and Operating Supplies | Costanera Creative LLC | 50.00    |
| Check Total: |            |                               |                               |                        | 50.00    |
| 43972        | 07/18/2016 | General Fund                  | Instructors Prof Svcs         | Janet S. Crawley       | 240.00   |
| Check Total: |            |                               |                               |                        | 240.00   |
| 43973        | 07/18/2016 | Street Fund                   | Utilities - Traffic Signals   | City of Seattle        | 347.49   |
| 43973        | 07/18/2016 | General Fund                  | Utilities                     | City of Seattle        | 15.47    |
| 43973        | 07/18/2016 | Street Fund                   | Utilities - Traffic Signals   | City of Seattle        | 239.55   |
| 43973        | 07/18/2016 | General Fund                  | Utilities                     | City of Seattle        | 489.97   |
| 43973        | 07/18/2016 | General Fund                  | Utilities                     | City of Seattle        | 724.02   |
| 43973        | 07/18/2016 | General Fund                  | Utilities                     | City of Seattle        | 2,179.78 |
| 43973        | 07/18/2016 | General Fund                  | Utilities                     | City of Seattle        | 574.70   |
| 43973        | 07/18/2016 | General Fund                  | Utilities                     | City of Seattle        | 70.00    |
| 43973        | 07/18/2016 | Street Fund                   | Utilities - Traffic Signals   | City of Seattle        | 8.06     |
| 43973        | 07/18/2016 | Street Fund                   | Utilities - Traffic Signals   | City of Seattle        | 154.73   |
| 43973        | 07/18/2016 | Street Fund                   | Utilities - Traffic Signals   | City of Seattle        | 92.24    |

| Check Number | Check Date | Fund Name                     | Account Name                  | Vendor Name                    | Amount    |
|--------------|------------|-------------------------------|-------------------------------|--------------------------------|-----------|
|              |            |                               |                               | Check Total:                   | 4,896.01  |
| 43974        | 07/18/2016 | General Fund                  | Utilities                     | City Of Seattle                | 44.01     |
| 43974        | 07/18/2016 | General Fund                  | Utilities                     | City Of Seattle                | 307.89    |
|              |            |                               |                               | Check Total:                   | 351.90    |
| 43975        | 07/18/2016 | Street Fund                   | Office and Operating Supplies | WaterCo of Pac.NW Inc          | 18.35     |
| 43975        | 07/18/2016 | Surface Water Management Fund | Office and Operating Supplies | WaterCo of Pac.NW Inc          | 18.34     |
|              |            |                               |                               | Check Total:                   | 36.69     |
| 43976        | 07/18/2016 | General Fund                  | Federal Lobbying Services     | Michael D. Doubleday           | 1,625.00  |
|              |            |                               |                               | Check Total:                   | 1,625.00  |
| 43977        | 07/18/2016 | Surface Water Mgmt CIP        | Design Engineering            | David Evans & Associates, Inc. | 21,985.40 |
| 43977        | 07/18/2016 | Surface Water Mgmt CIP        | Design Engineering            | David Evans & Associates, Inc. | 8,982.86  |
|              |            |                               |                               | Check Total:                   | 30,968.26 |
| 43978        | 07/18/2016 | General Fund                  | Teen Programs                 | Jeffrey Dixon                  | 209.88    |
|              |            |                               |                               | Check Total:                   | 209.88    |
| 43979        | 07/18/2016 | Parks & Gen Gov't CIP         | Construction                  | Dunn Lumber Co.                | 28.73     |
| 43979        | 07/18/2016 | Parks & Gen Gov't CIP         | Construction                  | Dunn Lumber Co.                | 333.59    |
| 43979        | 07/18/2016 | Street Fund                   | Office and Operating Supplies | Dunn Lumber Co.                | 53.87     |
|              |            |                               |                               | Check Total:                   | 416.19    |
| 43980        | 07/18/2016 | General Fund                  | Office and Operating Supplies | Raymond Hampton III            | 223.05    |
|              |            |                               |                               | Check Total:                   | 223.05    |
| 43981        | 07/18/2016 | General Fund                  | Repairs and Maint - Vehicle   | Elidrew, LLC                   | 4.92      |
|              |            |                               |                               | Check Total:                   | 4.92      |
| 43982        | 07/18/2016 | Surface Water Management Fund | NPDES Phase II                | Environmental Science Center   | 3,305.00  |

| Check Number | Check Date | Fund Name                     | Account Name                  | Vendor Name                | Amount       |          |
|--------------|------------|-------------------------------|-------------------------------|----------------------------|--------------|----------|
|              |            |                               |                               |                            | Check Total: | 3,305.00 |
| 43983        | 07/18/2016 | General Fund                  | Office and Operating Supplies | FASTSIGNS                  | 443.20       |          |
|              |            |                               |                               |                            | Check Total: | 443.20   |
| 43984        | 07/18/2016 | General Fund                  | Instructors Prof Svcs         | Pam Fredback               | 165.00       |          |
|              |            |                               |                               |                            | Check Total: | 165.00   |
| 43985        | 07/18/2016 | General Fund                  | Public Defender               | Ganem Law PLLC             | 1,250.00     |          |
|              |            |                               |                               |                            | Check Total: | 1,250.00 |
| 43986        | 07/18/2016 | General Fund                  | Professional Services         | Robert Stephen Graham      | 1,250.00     |          |
|              |            |                               |                               |                            | Check Total: | 1,250.00 |
| 43987        | 07/18/2016 | General Fund                  | Office and Operating Supplies | Grainger                   | 216.48       |          |
|              |            |                               |                               |                            | Check Total: | 216.48   |
| 43988        | 07/18/2016 | General Fund                  | Instructors Prof Svcs         | Victoria E. Hamilton       | 195.75       |          |
| 43988        | 07/18/2016 | General Fund                  | Instructors Prof Svcs         | Victoria E. Hamilton       | 504.00       |          |
|              |            |                               |                               |                            | Check Total: | 699.75   |
| 43989        | 07/18/2016 | Street Fund                   | Small Tools & Minor Equipment | Home Depot Credit Services | 256.78       |          |
| 43989        | 07/18/2016 | Surface Water Management Fund | Small Tools & Minor Equipment | Home Depot Credit Services | 256.78       |          |
| 43989        | 07/18/2016 | Street Fund                   | Office and Operating Supplies | Home Depot Credit Services | 103.42       |          |
| 43989        | 07/18/2016 | Surface Water Management Fund | Office and Operating Supplies | Home Depot Credit Services | 103.43       |          |
| 43989        | 07/18/2016 | General Fund                  | Office and Operating Supplies | Home Depot Credit Services | 16.77        |          |
| 43989        | 07/18/2016 | Street Fund                   | Office and Operating Supplies | Home Depot Credit Services | 121.22       |          |
| 43989        | 07/18/2016 | Surface Water Management Fund | Office and Operating Supplies | Home Depot Credit Services | 121.23       |          |
| 43989        | 07/18/2016 | Street Fund                   | Office and Operating Supplies | Home Depot Credit Services | 43.02        |          |
| 43989        | 07/18/2016 | Surface Water Management Fund | Office and Operating Supplies | Home Depot Credit Services | 43.01        |          |
|              |            |                               |                               |                            | Check Total: | 1,065.66 |
| 43990        | 07/18/2016 | Surface Water Management Fund | Repairs and Maint - Fleet     | Hiline Auto Repair         | 271.26       |          |
| 43990        | 07/18/2016 | Street Fund                   | Repairs and Maint - Fleet     | Hiline Auto Repair         | 271.26       |          |
| 43990        | 07/18/2016 | Surface Water Management Fund | Repairs and Maint - Fleet     | Hiline Auto Repair         | 76.43        |          |

| Check Number | Check Date | Fund Name                     | Account Name                  | Vendor Name              | Amount   |
|--------------|------------|-------------------------------|-------------------------------|--------------------------|----------|
| 43990        | 07/18/2016 | Street Fund                   | Repairs and Maint - Fleet     | Hiline Auto Repair       | 76.43    |
| Check Total: |            |                               |                               |                          | 695.38   |
| 43991        | 07/18/2016 | General Fund                  | Repairs and Maintenance       | Horizon Distributors Inc | 279.87   |
| 43991        | 07/18/2016 | General Fund                  | Repairs and Maintenance       | Horizon Distributors Inc | 551.88   |
| 43991        | 07/18/2016 | General Fund                  | Repairs and Maintenance       | Horizon Distributors Inc | 275.94   |
| 43991        | 07/18/2016 | General Fund                  | Repairs and Maintenance       | Horizon Distributors Inc | 166.44   |
| 43991        | 07/18/2016 | General Fund                  | Repairs and Maintenance       | Horizon Distributors Inc | 71.22    |
| 43991        | 07/18/2016 | General Fund                  | Repairs and Maintenance       | Horizon Distributors Inc | 95.02    |
| 43991        | 07/18/2016 | General Fund                  | Repairs and Maintenance       | Horizon Distributors Inc | 96.69    |
| 43991        | 07/18/2016 | General Fund                  | Repairs and Maintenance       | Horizon Distributors Inc | 85.85    |
| Check Total: |            |                               |                               |                          | 1,622.91 |
| 43992        | 07/18/2016 | General Fund                  | Instructors Prof Svcs         | Molly Elizabeth Hueffed  | 138.00   |
| Check Total: |            |                               |                               |                          | 138.00   |
| 43993        | 07/18/2016 | Street Fund                   | Office and Operating Supplies | ICON Materials           | 592.93   |
| 43993        | 07/18/2016 | Street Fund                   | Office and Operating Supplies | ICON Materials           | 442.15   |
| 43993        | 07/18/2016 | Surface Water Management Fund | Office and Operating Supplies | ICON Materials           | 321.73   |
| Check Total: |            |                               |                               |                          | 1,356.81 |
| 43994        | 07/18/2016 | Street Fund                   | Telephone                     | Integra Telecom          | 45.14    |
| 43994        | 07/18/2016 | Surface Water Management Fund | Telephone                     | Integra Telecom          | 45.13    |
| 43994        | 07/18/2016 | General Fund                  | Telephone/Internet            | Integra Telecom          | 44.74    |
| 43994        | 07/18/2016 | General Fund                  | Telephone/Internet            | Integra Telecom          | 775.54   |
| 43994        | 07/18/2016 | General Fund                  | Telephone/Internet            | Integra Telecom          | 29.39    |
| 43994        | 07/18/2016 | General Fund                  | Telephone/Internet            | Integra Telecom          | 88.15    |
| 43994        | 07/18/2016 | General Fund                  | Telephone/Internet            | Integra Telecom          | 58.77    |
| 43994        | 07/18/2016 | General Fund                  | Telephone/Internet            | Integra Telecom          | 19.59    |
| 43994        | 07/18/2016 | General Fund                  | Telephone/Internet            | Integra Telecom          | 97.95    |
| 43994        | 07/18/2016 | General Fund                  | Telephone/Internet            | Integra Telecom          | 29.38    |
| 43994        | 07/18/2016 | General Fund                  | Telephone/Internet            | Integra Telecom          | 48.97    |
| 43994        | 07/18/2016 | General Fund                  | Telephone/Internet            | Integra Telecom          | 97.95    |
| 43994        | 07/18/2016 | Surface Water Management Fund | Telephone                     | Integra Telecom          | 48.97    |
| 43994        | 07/18/2016 | General Fund                  | Telephone/Internet            | Integra Telecom          | 88.15    |
| 43994        | 07/18/2016 | General Fund                  | Telephone/Internet            | Integra Telecom          | 117.54   |
| 43994        | 07/18/2016 | General Fund                  | Telephone/Internet            | Integra Telecom          | 254.66   |
| 43994        | 07/18/2016 | General Fund                  | Telephone/Internet            | Integra Telecom          | 47.48    |
| 43994        | 07/18/2016 | General Fund                  | Telephone/Internet            | Integra Telecom          | 44.74    |
| 43994        | 07/18/2016 | General Fund                  | Telephone/Interent            | Integra Telecom          | 44.74    |

| Check Number | Check Date | Fund Name                     | Account Name                   | Vendor Name                    | Amount    |
|--------------|------------|-------------------------------|--------------------------------|--------------------------------|-----------|
|              |            |                               |                                | Check Total:                   | 2,026.98  |
| 43995        | 07/18/2016 | General Fund                  | Litigation-Consulting Services | Keating Bucklin & McCormick In | 5,793.60  |
|              |            |                               |                                | Check Total:                   | 5,793.60  |
| 43996        | 07/18/2016 | General Fund                  | Teen Programs                  | King County Sheriff's Office   | 134.88    |
|              |            |                               |                                | Check Total:                   | 134.88    |
| 43997        | 07/18/2016 | General Fund                  | Telephone/Internet             | KING COUNTY FINANCE            | 468.00    |
| 43997        | 07/18/2016 | Surface Water Management Fund | Professional Services          | KING COUNTY FINANCE            | 5,149.80  |
|              |            |                               |                                | Check Total:                   | 5,617.80  |
| 43998        | 07/18/2016 | General Fund                  | Drug Seizure Proceeds KCSO     | KC Sheriff Det. RCrenshaw      | 620.00    |
|              |            |                               |                                | Check Total:                   | 620.00    |
| 43999        | 07/18/2016 | General Fund                  | Litigation-Consulting Services | Kenyon Disend, PLLC            | 10,250.91 |
|              |            |                               |                                | Check Total:                   | 10,250.91 |
| 44000        | 07/18/2016 | General Fund                  | Public Defender                | Kirshenbaum & Goss, Inc., P.S  | 14,000.00 |
| 44000        | 07/18/2016 | General Fund                  | Public Defender Investigations | Kirshenbaum & Goss, Inc., P.S  | 541.74    |
| 44000        | 07/18/2016 | General Fund                  | Public Defender Investigations | Kirshenbaum & Goss, Inc., P.S  | 336.18    |
|              |            |                               |                                | Check Total:                   | 14,877.92 |
| 44001        | 07/18/2016 | General Fund                  | Prof. Svcs-Instructors         | Shari Klein                    | 90.00     |
|              |            |                               |                                | Check Total:                   | 90.00     |
| 44002        | 07/18/2016 | General Fund                  | Admission and Entrance Fees    | Laser Quest                    | 544.36    |
|              |            |                               |                                | Check Total:                   | 544.36    |
| 44003        | 07/18/2016 | General Fund                  | Instructors Prof Svcs          | Lauren Laughlin                | 216.00    |
|              |            |                               |                                | Check Total:                   | 216.00    |

| Check Number | Check Date | Fund Name                     | Account Name                  | Vendor Name             | Amount   |
|--------------|------------|-------------------------------|-------------------------------|-------------------------|----------|
| 44004        | 07/18/2016 | General Fund                  | Professional Services         | Wayne Ledbetter         | 1,000.00 |
|              |            |                               |                               | Check Total:            | 1,000.00 |
| 44005        | 07/18/2016 | General Fund                  | Prof. Svcs-Instructors        | Anne Marie Littleton    | 483.00   |
|              |            |                               |                               | Check Total:            | 483.00   |
| 44006        | 07/18/2016 | General Fund                  | Other Travel                  | FERNANDO LLAMAS         | 366.20   |
| 44006        | 07/18/2016 | General Fund                  | Meals                         | FERNANDO LLAMAS         | 264.00   |
|              |            |                               |                               | Check Total:            | 630.20   |
| 44007        | 07/18/2016 | Street Fund                   | Repairs and Maint - Fleet     | Les Schwab              | 2,027.92 |
|              |            |                               |                               | Check Total:            | 2,027.92 |
| 44008        | 07/18/2016 | General Fund                  | Prof. Svcs-Instructors        | Jacob Matthew           | 580.00   |
|              |            |                               |                               | Check Total:            | 580.00   |
| 44009        | 07/18/2016 | General Fund                  | Prof. Svcs-Instructors        | John William McLaughlin | 82.50    |
|              |            |                               |                               | Check Total:            | 82.50    |
| 44010        | 07/18/2016 | General Fund                  | Office and Operating Supplies | McLendon Hardware Inc   | 68.93    |
| 44010        | 07/18/2016 | General Fund                  | Office and Operating Supplies | McLendon Hardware Inc   | 67.44    |
| 44010        | 07/18/2016 | Street Fund                   | Fuel Consumed                 | McLendon Hardware Inc   | 10.45    |
| 44010        | 07/18/2016 | Street Fund                   | Office and Operating Supplies | McLendon Hardware Inc   | 10.84    |
| 44010        | 07/18/2016 | Surface Water Management Fund | Office and Operating Supplies | McLendon Hardware Inc   | 94.01    |
| 44010        | 07/18/2016 | Street Fund                   | Office and Operating Supplies | McLendon Hardware Inc   | 94.01    |
|              |            |                               |                               | Check Total:            | 345.68   |
| 44011        | 07/18/2016 | General Fund                  | Instructors Prof Svcs         | Kaitlin Stacy Melgoza   | 40.00    |
|              |            |                               |                               | Check Total:            | 40.00    |
| 44012        | 07/18/2016 | General Fund                  | Office and Operating Supplies | KAITLIN MELGOZA         | 10.35    |
| 44012        | 07/18/2016 | General Fund                  | Office and Operating Supplies | KAITLIN MELGOZA         | 8.76     |
|              |            |                               |                               | Check Total:            | 19.11    |

| Check Number | Check Date | Fund Name    | Account Name                  | Vendor Name                | Amount    |
|--------------|------------|--------------|-------------------------------|----------------------------|-----------|
| 44013        | 07/18/2016 | General Fund | Sales Tax Auditing Costs      | Microflex                  | 161.93    |
| 44013        | 07/18/2016 | Street Fund  | Dt Business License Svcs      | Microflex                  | 4,072.40  |
| 44013        | 07/18/2016 | General Fund | B&O Tax Collect and Audit     | Microflex                  | 1,927.74  |
| 44013        | 07/18/2016 | Street Fund  | Postage                       | Microflex                  | 1,918.91  |
| 44013        | 07/18/2016 | General Fund | Postage                       | Microflex                  | 6.63      |
| Check Total: |            |              |                               |                            | 8,087.61  |
| 44014        | 07/18/2016 | General Fund | Instructors Prof Svcs         | Paul Miller                | 450.00    |
| Check Total: |            |              |                               |                            | 450.00    |
| 44015        | 07/18/2016 | General Fund | Office and Operating Supplies | Miller Paint Company Inc   | 15.68     |
| 44015        | 07/18/2016 | General Fund | Office and Operating Supplies | Miller Paint Company Inc   | 63.42     |
| Check Total: |            |              |                               |                            | 79.10     |
| 44016        | 07/18/2016 | General Fund | Burien Marketing Strategy     | Brian Morris               | 210.00    |
| 44016        | 07/18/2016 | General Fund | Burien Marketing Strategy     | Brian Morris               | 260.00    |
| Check Total: |            |              |                               |                            | 470.00    |
| 44017        | 07/18/2016 | General Fund | Building Maintenance          | Management Services NW Inc | 36.95     |
| 44017        | 07/18/2016 | General Fund | Building Maintenance          | Management Services NW Inc | 20.64     |
| 44017        | 07/18/2016 | General Fund | Building Maintenance          | Management Services NW Inc | 21.27     |
| 44017        | 07/18/2016 | General Fund | Building Maintenance          | Management Services NW Inc | 23.99     |
| 44017        | 07/18/2016 | General Fund | Building Maintenance          | Management Services NW Inc | 22.50     |
| Check Total: |            |              |                               |                            | 125.35    |
| 44018        | 07/18/2016 | General Fund | Instructors Prof Svcs         | Shariana Mundi             | 1,166.00  |
| Check Total: |            |              |                               |                            | 1,166.00  |
| 44019        | 07/18/2016 | General Fund | Professional Services         | Trish K Murphy             | 10,192.50 |
| Check Total: |            |              |                               |                            | 10,192.50 |
| 44020        | 07/18/2016 | General Fund | Strawberry Festival           | National Barricade Co LLC  | 407.34    |
| Check Total: |            |              |                               |                            | 407.34    |
| 44021        | 07/18/2016 | General Fund | Instructors Prof Svcs         | New City Dance Company     | 262.50    |

| Check Number | Check Date | Fund Name                     | Account Name                   | Vendor Name                   | Amount   |
|--------------|------------|-------------------------------|--------------------------------|-------------------------------|----------|
|              |            |                               |                                | Check Total:                  | 262.50   |
| 44022        | 07/18/2016 | General Fund                  | Instructors Prof Svcs          | Andrew Nicklas                | 189.00   |
|              |            |                               |                                | Check Total:                  | 189.00   |
| 44023        | 07/18/2016 | General Fund                  | Registration-Training/Workshop | Northwest Emergency Training  | 374.00   |
|              |            |                               |                                | Check Total:                  | 374.00   |
| 44024        | 07/18/2016 | General Fund                  | Professional Services          | Isaac Olson                   | 1,000.00 |
|              |            |                               |                                | Check Total:                  | 1,000.00 |
| 44025        | 07/18/2016 | General Fund                  | Repairs and Maintenance        | Onesource Water               | 54.74    |
|              |            |                               |                                | Check Total:                  | 54.74    |
| 44026        | 07/18/2016 | Street Fund                   | Repairs and Maint - Fleet      | OReilly Auto Parts            | 68.57    |
| 44026        | 07/18/2016 | Surface Water Management Fund | Repairs and Maint - Fleet      | OReilly Auto Parts            | 68.57    |
|              |            |                               |                                | Check Total:                  | 137.14   |
| 44027        | 07/18/2016 | General Fund                  | Operating Rentals and Leases   | Pacific Office Automation Inc | 45.14    |
| 44027        | 07/18/2016 | General Fund                  | Operating Rentals and Leases   | Pacific Office Automation Inc | 1,001.02 |
| 44027        | 07/18/2016 | General Fund                  | Operating Rentals and Leases   | Pacific Office Automation Inc | 407.22   |
| 44027        | 07/18/2016 | General Fund                  | Operating Rentals and Leases   | Pacific Office Automation Inc | 473.51   |
| 44027        | 07/18/2016 | General Fund                  | Operating Rentals and Leases   | Pacific Office Automation Inc | 339.31   |
|              |            |                               |                                | Check Total:                  | 2,266.20 |
| 44028        | 07/18/2016 | General Fund                  | Strawberry Festival            | Pacific Stage Inc             | 1,700.00 |
|              |            |                               |                                | Check Total:                  | 1,700.00 |
| 44029        | 07/18/2016 | General Fund                  | Office and Operating Supplies  | Paramount Supply Co           | 2,835.31 |
| 44029        | 07/18/2016 | General Fund                  | Office and Operating Supplies  | Paramount Supply Co           | 882.80   |
|              |            |                               |                                | Check Total:                  | 3,718.11 |
| 44030        | 07/18/2016 | General Fund                  | Strawberry Festival            | Albert Parisi                 | 2,418.00 |
| 44030        | 07/18/2016 | General Fund                  | Strawberry Festival            | Albert Parisi                 | 2,100.00 |

| Check Number | Check Date | Fund Name                     | Account Name                  | Vendor Name                   | Amount       |          |
|--------------|------------|-------------------------------|-------------------------------|-------------------------------|--------------|----------|
|              |            |                               |                               |                               | Check Total: | 4,518.00 |
| 44031        | 07/18/2016 | General Fund                  | Office and Operating Supplies | Petty Cash Custodian          | 11.96        |          |
| 44031        | 07/18/2016 | General Fund                  | Admission and Entrance Fees   | Petty Cash Custodian          | 30.00        |          |
| 44031        | 07/18/2016 | General Fund                  | Admission and Entrance Fees   | Petty Cash Custodian          | 20.00        |          |
| 44031        | 07/18/2016 | General Fund                  | Admission and Entrance Fees   | Petty Cash Custodian          | 10.00        |          |
| 44031        | 07/18/2016 | General Fund                  | Admission and Entrance Fees   | Petty Cash Custodian          | 10.00        |          |
| 44031        | 07/18/2016 | General Fund                  | Admission and Entrance Fees   | Petty Cash Custodian          | 20.00        |          |
| 44031        | 07/18/2016 | General Fund                  | Admission and Entrance Fees   | Petty Cash Custodian          | 10.00        |          |
| 44031        | 07/18/2016 | General Fund                  | Office and Operating Supplies | Petty Cash Custodian          | 30.67        |          |
| 44031        | 07/18/2016 | General Fund                  | Office and Operating Supplies | Petty Cash Custodian          | 11.06        |          |
| 44031        | 07/18/2016 | General Fund                  | Office and Operating Supplies | Petty Cash Custodian          | 7.65         |          |
| 44031        | 07/18/2016 | General Fund                  | Office and Operating Supplies | Petty Cash Custodian          | 15.00        |          |
| 44031        | 07/18/2016 | General Fund                  | Office and Operating Supplies | Petty Cash Custodian          | 10.05        |          |
| 44031        | 07/18/2016 | General Fund                  | Office and Operating Supplies | Petty Cash Custodian          | 20.16        |          |
|              |            |                               |                               |                               | Check Total: | 206.55   |
| 44032        | 07/18/2016 | General Fund                  | Office and Operating Supplies | Pizza Gallery                 | 96.60        |          |
|              |            |                               |                               |                               | Check Total: | 96.60    |
| 44033        | 07/18/2016 | General Fund                  | Printing/Binding/Copying      | Print Place                   | 467.57       |          |
|              |            |                               |                               |                               | Check Total: | 467.57   |
| 44034        | 07/18/2016 | Street Fund                   | Utilities - Maintenance Shop  | Puget Sound Energy            | 17.73        |          |
| 44034        | 07/18/2016 | Surface Water Management Fund | Utilities - Maintenance Shop  | Puget Sound Energy            | 17.74        |          |
| 44034        | 07/18/2016 | General Fund                  | Utilities                     | Puget Sound Energy            | 23.67        |          |
| 44034        | 07/18/2016 | General Fund                  | Utilities                     | Puget Sound Energy            | 108.61       |          |
| 44034        | 07/18/2016 | General Fund                  | Utilities                     | Puget Sound Energy            | 308.88       |          |
| 44034        | 07/18/2016 | Surface Water Management Fund | Utilities - Maintenance Shop  | Puget Sound Energy            | 18.21        |          |
| 44034        | 07/18/2016 | Street Fund                   | Utilities - Maintenance Shop  | Puget Sound Energy            | 18.22        |          |
|              |            |                               |                               |                               | Check Total: | 513.06   |
| 44035        | 07/18/2016 | General Fund                  | Professional Services         | Protect Youth Sports          | 88.00        |          |
|              |            |                               |                               |                               | Check Total: | 88.00    |
| 44036        | 07/18/2016 | Surface Water Management Fund | Office and Operating Supplies | Renton Concrete Recyclers LLC | 85.05        |          |

| Check Number | Check Date | Fund Name                     | Account Name                  | Vendor Name                   | Amount    |
|--------------|------------|-------------------------------|-------------------------------|-------------------------------|-----------|
|              |            |                               |                               | Check Total:                  | 85.05     |
| 44037        | 07/18/2016 | General Fund                  | Instructors Prof Srvs         | Vladimir Roca                 | 125.00    |
| 44037        | 07/18/2016 | General Fund                  | Instructors Prof Srvs         | Vladimir Roca                 | 75.00     |
|              |            |                               |                               | Check Total:                  | 200.00    |
| 44038        | 07/18/2016 | Surface Water Management Fund | Office and Operating Supplies | Road Rescue                   | 402.69    |
| 44038        | 07/18/2016 | Street Fund                   | Office and Operating Supplies | Road Rescue                   | 402.69    |
|              |            |                               |                               | Check Total:                  | 805.38    |
| 44039        | 07/18/2016 | General Fund                  | Office and Operating Supplies | Safeway/Albertsons Inc        | 8.97      |
| 44039        | 07/18/2016 | General Fund                  | Office and Operating Supplies | Safeway/Albertsons Inc        | 66.74     |
| 44039        | 07/18/2016 | General Fund                  | Office and Operating Supplies | Safeway/Albertsons Inc        | 110.86    |
|              |            |                               |                               | Check Total:                  | 186.57    |
| 44040        | 07/18/2016 | General Fund                  | Office and Operating Supplies | School Specialty Inc.         | 125.83    |
|              |            |                               |                               | Check Total:                  | 125.83    |
| 44041        | 07/18/2016 | General Fund                  | Jail Contracts                | SCORE                         | 59,922.67 |
|              |            |                               |                               | Check Total:                  | 59,922.67 |
| 44042        | 07/18/2016 | General Fund                  | Professional Services         | Michael W Shantz              | 1,000.00  |
|              |            |                               |                               | Check Total:                  | 1,000.00  |
| 44043        | 07/18/2016 | General Fund                  | Domestic Violence Advocate    | Nancy Shattuck                | 1,401.00  |
|              |            |                               |                               | Check Total:                  | 1,401.00  |
| 44044        | 07/18/2016 | General Fund                  | Nuisance and Abatement Costs  | Sherwin-Williams Co.          | 65.34     |
|              |            |                               |                               | Check Total:                  | 65.34     |
| 44045        | 07/18/2016 | Surface Water Mgmt CIP        | Design-Engineering            | Site Development Associates L | 14,750.00 |

| Check Number | Check Date | Fund Name    | Account Name                    | Vendor Name                    | Amount    |
|--------------|------------|--------------|---------------------------------|--------------------------------|-----------|
|              |            |              |                                 | Check Total:                   | 14,750.00 |
| 44046        | 07/18/2016 | General Fund | Professional Services           | Sound Law Center LLC           | 844.50    |
|              |            |              |                                 | Check Total:                   | 844.50    |
| 44047        | 07/18/2016 | General Fund | Drug Seizure Proceeds KCSO      | Stan's Mt View Towing          | 247.97    |
|              |            |              |                                 | Check Total:                   | 247.97    |
| 44048        | 07/18/2016 | General Fund | Instructors Prof Svcs           | John Arnold Taylor             | 1,200.00  |
|              |            |              |                                 | Check Total:                   | 1,200.00  |
| 44049        | 07/18/2016 | General Fund | Teen Programs                   | Reginald Thomas                | 629.64    |
|              |            |              |                                 | Check Total:                   | 629.64    |
| 44050        | 07/18/2016 | Street Fund  | Neighborhood Traffic Control    | Traffic Count Consultants Inc  | 600.00    |
|              |            |              |                                 | Check Total:                   | 600.00    |
| 44051        | 07/18/2016 | General Fund | Instructors Prof Svcs           | Fred Vaughan                   | 54.00     |
|              |            |              |                                 | Check Total:                   | 54.00     |
| 44052        | 07/18/2016 | General Fund | Subscriptions and Publications  | WA Assn. of Building Officials | 2,025.16  |
|              |            |              |                                 | Check Total:                   | 2,025.16  |
| 44053        | 07/18/2016 | General Fund | Criminal Prosecution Services   | Walls Law Firm                 | 15,833.00 |
|              |            |              |                                 | Check Total:                   | 15,833.00 |
| 44054        | 07/18/2016 | Street Fund  | Landscape Maint - Utilities     | King County Water Dist. No 20  | 123.00    |
| 44054        | 07/18/2016 | Street Fund  | Landscape Maint - Utilities     | King County Water Dist. No 20  | 61.50     |
|              |            |              |                                 | Check Total:                   | 184.50    |
| 44055        | 07/18/2016 | General Fund | Probatn/Public Defindr Screenng | Tammy Weigel                   | 840.00    |

| Check Number  | Check Date | Fund Name          | Account Name                   | Vendor Name                    | Amount     |
|---------------|------------|--------------------|--------------------------------|--------------------------------|------------|
| Check Total:  |            |                    |                                |                                | 840.00     |
| 44056         | 07/18/2016 | Transportation CIP | Construction                   | Westwater Construction Company | 5,000.00   |
| 44056         | 07/18/2016 | Transportation CIP | Construction                   | Westwater Construction Company | 101,958.50 |
| 44056         | 07/18/2016 | Transportation CIP | Retainage Payable              | Westwater Construction Company | -250.00    |
| 44056         | 07/18/2016 | Transportation CIP | Retainage Payable              | Westwater Construction Company | -5,097.92  |
| Check Total:  |            |                    |                                |                                | 101,610.58 |
| 44057         | 07/18/2016 | General Fund       | Office and Operating Supplies  | Walter E Nelson Co             | 516.21     |
| 44057         | 07/18/2016 | General Fund       | Office and Operating Supplies  | Walter E Nelson Co             | 258.10     |
| 44057         | 07/18/2016 | General Fund       | Office and Operating Supplies  | Walter E Nelson Co             | 86.04      |
| Check Total:  |            |                    |                                |                                | 860.35     |
| 44058         | 07/18/2016 | General Fund       | Registration-Training/Workshop | WRPA                           | 793.00     |
| Check Total:  |            |                    |                                |                                | 793.00     |
| Report Total: |            |                    |                                |                                | 587,989.04 |



**DRAFT**



## **CITY COUNCIL REGULAR MEETING MINUTES**

**June 20, 2016**

**7:00 p.m.**

**400 SW 152<sup>nd</sup> Street, 1<sup>st</sup> Floor  
Burien, Washington 98166**

*To hear Council's full discussion of a specific topic or the complete meeting, the following resources are available:*

- *Watch the video-stream available on the City website, [www.burienwa.gov](http://www.burienwa.gov)*
- *Check out a DVD of the Council Meeting from the Burien Library*

### **CALL TO ORDER**

Deputy Mayor Edgar called the Regular Meeting of the Burien City Council to order at 7:00 p.m.

### **PLEDGE OF ALLEGIANCE**

Deputy Mayor Edgar led the Pledge of Allegiance.

### **ROLL CALL**

Present: Deputy Mayor Bob Edgar, Councilmembers Stephen Armstrong, Austin Bell, Lauren Berkowitz (via telephone), Nancy Tosta and Debi Wagner.

Administrative staff present: City Manager Kamuron Gurol; Police Chief Scott Kimerer; City Attorney Lisa Marshall; Community Development Director Chip Davis; Administration Services Manager Angie Chaufy; Communications Officer Katie Trefry Park, Recreation and Cultural Services Director Steve Roemer; Economic Development Manager Dan Trimble; Stormwater Engineer Dan O'Brien; Finance Director Kim Krause; Public Works Director Maiya Andrews; Senior Planner David Johanson; Stormwater Inspector Brian Tornow; and, Department Assistant Kathy Wetherbee.

Mayor Lucy Krakowiak arrived at 7:04 p.m.

### **AGENDA CONFIRMATION**

#### **Direction/Action**

**Motion** was made by Councilmember Tosta, seconded by Councilmember Armstrong, and passed unanimously to affirm the June 20, 2016, Agenda.

### **PUBLIC COMMENT**

Russ Prichard, 14510 4<sup>th</sup> Court South, Burien  
Quinton Thompson, P.O. Box 98484, Seattle

### **PRESENTATIONS**

#### **Presentation on the Highline Bears.**

2015 Highline Bears Manager Todd Coughlin spoke about the teams' work with local non-profit foundations and the upcoming fundraiser for Lucy Waters on Wednesday, June 22, 2016.

DRAFT

**Presentation on Stormwater Inspection Technology by Stormwater Inspector Brian Tornow.**

Stormwater Inspector Brian Tornow spoke about the new Commercial Stormwater Facility (CSF) Inspections process resulting in the reduction of time and overhead.

**CORRESPONDENCE TO THE COUNCIL**

- a. E-Mail Dated June 4, 2016, from Cheryl and Kamron O'Brien.
- b. E-Mail Dated June 4, 2016, from Alice Goodman and Jane Martin.
- c. E-Mail Dated June 4, 2016, from William Chapman.
- d. E-Mail Dated June 4, 2016, from Julia Heuman.
- e. E-Mail Dated June 4, 2016, from Marlene and Sam Moore.
- f. E-Mail Dated June 5, 2016, from C. Edgar.
- g. E-Mail Dated June 5, 2016, from Clair Drahn.
- h. E-Mail Dated June 6, 2016, from Chis Sylvester.
- i. E-Mail Dated June 6, 2016, from Patti Gifford.
- j. E-Mail Dated June 6, 2016, from Shannon Adams.
- k. E-Mail Dated June 6, 2016, from Adelle Comfort.
- l. E-Mail Dated June 6, 2016, from Alan Yamamoto.
- m. E-Mail Dated June 14, 2016, from Patty Janssen.
- n. E-Mail Dated June 15, 2016, from Kristin Jagelski.
- o. Letter Dated June 15, 2016 from Linda Plein.

**CONSENT AGENDA**

- a. Approval of Check Register: Approval of Check Register: Check Numbers 43706-43841 in the Amount of \$4,824,792.92 for Payment on June 20, 2016; Wire Transfers to Key Bank to Pay Off Line of Credit in the Amount of \$3,604,724.26; and, Payroll Salaries and Benefits Approval Check Numbers 6844-6859 for Direct Deposits and Wire Transfers in the Amount of \$356,946.25 for May 16-31, 2016, Paid on June 3, 2016.
- b. Approval of Minutes: Study Session, May 23, 2016; Regular Meeting, June 6, 2016.
- c. Motion to Approve Resolution No. 374, Adopting the 2017 through 2022 Six-Year Transportation Improvement Program.
- d. Motion to Adopt Ordinance No. 642, Granting a Right-of-Way Franchise Agreement to Astound Broadband.

**Direction/Action**

**Motion** was made by Deputy Mayor Edgar, seconded by Councilmember Tosta, and passed unanimously to approve the June 20, 2016, Consent Agenda.

**BUSINESS AGENDA**

**Discussion and Potential Action on the City of Burien Strategic Plan 2017-2020.**

**Public Comment**

None received

**Direction/Action**

**Motion** was made by Deputy Mayor Edgar, seconded by Councilmember Armstrong, to Approve Resolution No. 376, adopting the City of Burien Strategic Plan 2017-2020, and directing the City Manager to develop the biennial budgets and work plans consistent with the City of Burien Strategic Plan 2017-2020.

**Direction/Action**

**Motion** was made by Mayor Krakowiak, seconded by Councilmember Armstrong, to amend the motion to modify 5“a” to read “Through the PROS Plan process, evaluate community needs and develop a plan that may include a new Community Recreation Center and other Parks and Recreation facilities to meet those needs.”

**Direction/Action**

**Motion** was made by Councilmember Tosta, seconded by Councilmember Berkowitz, to amend the amendment to read “Through the PROS Plan process, evaluate the needs of all community members and develop a plan that may include a new Community Recreation Center and other Park and Recreation facilities to best meet those needs.” **Motion** passed 5-2. Opposed, Deputy Mayor Edgar and Councilmember Wagner.

A vote was taken on the 1<sup>st</sup> amendment. **Motion** passed 5-2. Opposed, Deputy Mayor Edgar and Councilmember Wagner.

**Direction/Action**

Mayor Krakowiak called a recess at 8:15 p.m. and reconvened the meeting at 8:25 p.m.

**Direction/Action**

**Motion** was made by Councilmember Berkowitz, seconded by Councilmember Armstrong, to amend the motion to modify heading for Section 6 to read “Work with partners to provide high quality, holistic services for community members experiencing and/or at risk of poverty and its effects as well as educational opportunities for all Burien children.” And Section 6“a” to read “Support community members at risk of poverty and its effects, and the community-based organizations that serve them, in cooperation with South King County partners.”

**Direction/Action**

Councilmembers reached consensus to remove the amendment.

**Direction/Action**

**Motion** was made by Councilmember Berkowitz, seconded by Councilmember Armstrong, to amend the motion to modify the heading for Section 6 to read “Work with partners to provide high quality, holistic services for community members experiencing and/or at risk of poverty, drug addiction and mental health and their effects as well as educational opportunities for all Burien children.” And Section 6“a” to read “Support community members at risk of poverty, drug addiction and mental health and their effects, and the community-based organizations that serve them, in cooperation with partners.” **Motion** failed 2-5. Opposed, Mayor Krakowiak, Deputy Mayor Edgar, Councilmembers Armstrong, Tosta and Wagner.

**Direction/Action**

Mayor Krakowiak called a recess at 8:52 p.m. and reconvened the meeting at 9:05 p.m.

**Direction/Action**

**Motion** was made by Councilmember Armstrong, seconded by Councilmember Tosta, and passed unanimously to amend the Motion to modify Section 6 to read “Provide quality, holistic services for vulnerable populations and at-risk community members. And Section 6“a” to read “Support vulnerable populations and at-risk community members and the community-based organizations that serve them, in cooperation with other partners.” **Motion** passed 6-1. Opposed, Deputy Mayor Edgar.

**Direction/Action**

Councilmembers reached consensus to table the Discussion on the City of Burien Strategic Plan 2017-2020 until after the remaining Business Agenda items were discussed.

**Discussion and Potential Action to Adopt Ordinance No. 645, Repealing Ordinance No. 644 and Amending the 2015-2016 Biennial Budget to Recognize Revenue for the Sale of the NERA Property and to Appropriate Expenditures to repay the 2013 Line of Credit.**

**Public Comment**

None received

**Direction/Action**

**Motion** was made by Deputy Mayor Edgar, seconded by Councilmember Tosta, and passed unanimously to adopt Ordinance No. 645, repealing Ordinance No. 644 and amending the 2015-2016 Biennial Budget.

**Discussion and Potential Action to Adopt Ordinance No. 649 Amending the 2015-2016 Biennial Budget to Recognize Building Permit Revenue and Appropriate Expenditures for Contract Building Inspection Services.**

**Public Comment**

None received

**Direction/Action**

**Motion** was made by Deputy Mayor Edgar, seconded by Councilmember Tosta, and passed unanimously to adopt Ordinance No. 649 recognizing building permit revenue and appropriating expenditures for contract Building Inspection Services.

**Discussion and Potential Action to Authorize the City Manager to Execute the Listing Agreement with Kidder Matthews for Property Located in the North East Redevelopment Area (NERA).**

**Public Comment**

Shelly Park, 14645 25<sup>th</sup> Avenue Southwest, Burien

**Direction/Action**

**Motion** was made by Deputy Mayor Edgar, seconded by Councilmember Armstrong, and passed unanimously to authorize the City Manager to execute the Kidder Matthews listing agreement for property located in the North East Redevelopment Area (NERA).

**Discussion of Resolutions No. 372 and 373, Authorizing the City Manager to Execute Agreements with Merrill Gardens at Burien, L.L.C. and Merrill/Legacy at Burien (MF), L.L.C. Regarding a Requested Multifamily Limited Property Tax Exemptions.**

**Public Comment**

Ed Dacy, 2016 Southeast 146<sup>th</sup> Street, Burien

**Direction/Action**

**Motion** was made by Deputy Mayor Edgar, seconded by Councilmember Bell, and passed unanimously approve Resolution Nos. 372, and 373, authorizing the City Manager to execute agreements with Merrill Gardens at Burien, L.L.C. and Merrill/Legacy at Burien (MF), L.L.C. regarding a requested Multifamily Limited Property Tax Exemptions.

**Direction/Action**

**Motion** was made Councilmember Tosta, seconded by Councilmember Bell, to extend the meeting to 10:15 p.m. **Motion** passed 6 -1. Opposed, Deputy Mayor Edgar.

**Continued Discussion and Potential Action on the City of Burien Strategic Plan 2017-2020.**

**Direction/Action**

**Motion** was made by Councilmember Tosta, seconded by Armstrong, to amend the heading in Section 3 to read "Promote a Thriving Local Business Community and a Positive Community Spirit." **Motion** passed 6-1. Opposed, Deputy Mayor Edgar.

**Direction/Action**

**Motion** was made by Councilmember Tosta, seconded by Councilmember Armstrong, to amend Section 3, to add bullet point "b" to read "Focus on increasing locally owned small businesses" and re-letter remaining items. **Motion** passed 4-3. Opposed, Mayor Krakowiak, Deputy Mayor Edgar, and Councilmember Wagner.

**Direction/Action**

Mayor Krakowiak called for the vote.

A vote was taken on the main **Motion** passed as amended 5-2. Opposed, Councilmembers Tosta and Berkowitz.

**Review of Council Proposed Agenda Schedule**

Due to time constraints, this item was not review.

**COUNCIL REPORTS**

No reports were given.

**CITY MANAGER'S REPORT**

Report was provided in Council packet.

**ADJOURNMENT**

**MOTION** was made by Deputy Mayor Edgar, seconded by Councilmember Armstrong, and passed unanimously to adjourn the meeting at 10:18 p.m.

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Lucy Krakowiak, Mayor

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Kathy Wetherbee, Department Assistant



**CITY OF BURIEN  
AGENDA BILL**

|  |  |  |
|--|--|--|
| <b>Agenda Subject:</b> Discussion and Potential Action to approve the Scope of Services for the 2016 Operations Audit of Community Animal Resource Education Society (C.A.R.E.S.).   |  | <b>Meeting Date:</b><br>July 18, 2016  |
| <b>Department:</b><br>City Manager   | <b>Attachments:</b><br><u>Exhibit A: Scope of Services</u> | <b>Fund Source:</b><br>City Manager – Professional Services<br><b>Activity Cost:</b> Not to Exceed \$4,000<br><b>Amount Budgeted:</b> \$305,000<br><b>Unencumbered Budget Authority:</b> \$133,500 |
| <b>Contact:</b> Laura Crandall   |  |  |
| <b>Telephone:</b><br>(206) 439-3165  |  |  |
| <b>Adopted Initiative:</b><br>N/A  | <b>Initiative Description:</b><br>N/A                      |  |
| <b>PURPOSE/ REQUIRED ACTION:</b><br>This staff are seeking City Council approval of the Scope of Services for the 2016 Operations Audit of Burien C.A.R.E.S.   |  |  |
| <b>BACKGROUND (Include prior Council action &amp; discussion):</b><br>The City of Burien has contracted animal care and control services through Burien C.A.R.E.S. since 2011. A third party has twice reviewed the procedures, policies, practices, facility, and equipment of C.A.R.E.S. The reviews were conducted in March, 2013 and June, 2014. Both reviews included a written report detailing practices or conditions recommended for improvement or alteration and proposed remedies.<br><br>On June 6, 2016, the Council directed staff to fund and conduct a third review of C.A.R.E.S. to identify additional needed or recommended improvements, if any, via the following Motion:<br><br>Motion by Councilmember Tosta, seconded by Councilmember Armstrong, to direct staff to negotiate a contract with CARES to extend its services for animal control to the City of Burien to the end of 2017 for an amount not to exceed \$240,000. This contract will require quarterly reporting of services rendered based on accurate recording of calls and responses. Additionally, within the next three months, the City will fund a third review of CARES to be conducted by an outside veterinarian (e.g. Denise McVicker) that will identify needed improvements if any. CARES will make needed improvements by January 2017. CARES will develop an estimate for 2018 services and beyond. City staff will continue to work with RASKC for an estimate of 2018 services no later than November 2017. <b>Motion passed 4-3. Opposed, Mayor Krakowiak, Deputy Mayor Edgar and Councilmember Wagner.</b><br><br>The attached proposed Scope of Services is based upon an evaluation of the current contract between the City of Burien and Burien C.A.R.E.S. |  |  |
| <b>OPTIONS (Including fiscal impacts):</b><br>1. Discuss and approve Operations Audit Scope of Services.<br>2. Decline to approve the Operations Audit Scope of Services.  |  |  |
| <b>Administrative Recommendation:</b><br>Approve the Scope of Services for 2016 Operations Audit of Community Animal Resource Education Society.   |  |  |
| <b>Advisory Board Recommendation:</b><br>N/A   |  |  |
| <b>Suggested Motion:</b><br>Move to approve the Scope of Services for 2016 Operation Audit of Community Animal Resource Education Society.   |  |  |
| <b>Submitted by:</b><br>Administration _____   |  | <b>City Manager</b> _____  |
| <b>Today's Date:</b> July 11, 2016   |  | <b>File Code:</b> R:\CC\Agenda Bill 2016\071816cm-CARES Review Scope.docx  |



EXHIBIT A  
City of Burien  
C.A.R.E.S. Operations Audit  
Scope of Services

BACKGROUND

The City of Burien has contracted animal care and control services through a local non-profit, Burien C.A.R.E.S., since 2011. The operational procedures, policies, and practices of C.A.R.E.S. have been periodically audited by an outside entity. The Auditor provides the City and C.A.R.E.S. with a written audit that includes practices or conditions recommended for improvement or alteration with proposed remedies.

On June 6, 2016, the Burien City Council voted to extend the City's contract with C.A.R.E.S. with a requirement that C.A.R.E.S. be audited before September 6, 2016.

PURPOSE

The purpose of the audit is to evaluate current daily operations of the Burien C.A.R.E.S. animal shelter and provide C.A.R.E.S. and the City of Burien with a written report appraising items stipulated below. Operations and practices shall be audited within the context of the City's current contract with C.A.R.E.S. and with regard to best practices and/or professional shelter standards promoted by the American Humane Association, American Society for the Prevention of Cruelty to Animals, or Association of Shelter Veterinarians.

QUALIFICATIONS

The Auditor shall possess a combination of the following skills/qualifications:

**REQUIRED:**

- At least five (5) years' experience in Animal Shelter Management at the Manager or Executive Director level.
- A minimum of two (2) years of experience in Animal Control or oversight of Animal Control Officers and knowledge of Shelter records management.
- Experience with or knowledge of King County Animal Control Procedures.
- Clear and concise written and verbal skills.

**PREFERRED:**

- Shelter evaluation experience.
- Washington State Licensed Veterinarian.
- Non-Profit Management or Executive Director Experience.
- Experience working with or supervising Animal Control Officers.

BILLING/RATE INFORMATION

\$100.00 per hour or \$800.00 per 8 hour day. The total fee shall not exceed \$4,000.

TIMEFRAME AND DELIVERABLES

The Auditor shall visit the shelter and observe the daily routine and the work of the animal control officer(s) in at least one (1) but no more than two (2) days.

Where possible, all practices and procedures for audit, as shown in **Section 1**, shall be directly observed. If time does not allow, it is permissible to evaluate practices by interviewing the staff member responsible for the procedure or practice under review.

**Report:** The Auditor shall provide the City of Burien with a written report on compliance status of items listed in **Section 1.**; shall include recommendations for practices or conditions to be remedied; and shall propose remedies, indicating whether the item is of high, medium, or low significance and urgency.

A draft report shall be submitted to Burien City Manager's office, within two weeks of the Auditor's site visit. Conditions to be remedied by C.A.R.E.S. shall be clearly presented, along with the Auditor's recommended remedy in a section entitled: Recommended Actions. The written audit may include a checklist or a table indicating compliance status.

**Consultation:** The Auditor will meet with the Executive Director of C.A.R.E.S. and a representative of the City of Burien to discuss the report and any items to be remedied. Revisions may be necessary. The Auditor shall submit a revised final report to the City Manager within one week of the joint meeting.

### **Section 1, Items for Appraisal**

The following items are to be appraised in the final report:

#### **ANIMAL CARE**

- Animal intake practices
- The daily care of animals
- The physical environment in which the animals are kept:
  - Capacity for care and housing: maximum capacity; adequate staffing; protocols for maintaining adequate capacity;
  - Primary enclosures
  - Surfaces and drainage
  - Heating, Ventilation, and Air Quality
  - Light
  - Sound

#### **ANIMAL CONTROL PRACTICES**

- Apprehension and impound of stray dogs and cats in accordance with the City's animal control regulations
- Handling of vicious animals at large
- Treatment of animals in distress
- Reunification efforts: should include accessing current licensing records, using contact information on owner provided tags worn by the animal, and scanning all animals to detect implanted computer chips.
- Emergency Response practices:
  - Evidence that animal control services are available on an emergency response basis, twenty-four hours a day, seven days a week, for wild or domestic vicious animals; animals with life-threatening injuries; hardship cases or law enforcement assistance matters
- Animal adoption/unclaimed animals:

- Procedure for unclaimed animals: animals may not be adopted, transferred, or euthanized until a minimum period of time has passed. For a licensed dog or cat, a minimum wait time is at least 120 hours after telephone contact by C.A.R.E.S. or at least two weeks after posting a notification of impoundment by regular mail. For an unlicensed animal, the minimum period is 72 hours from the time of impoundment.
- Humane euthanasia and disposal of unwanted animals shall be in compliance with approved Federal and/or State regulations.
- Ensure that animals are not sold for purposes of medical research.

### EQUIPMENT

C.A.R.E.S. is required to have the following:

- Sufficient patrol vehicle(s), conspicuously marked and identified; containing communication equipment and equipment needed for the humane transport of animals.
- Equipment for hauling large animals
- Dog and cat traps
- Cat carry cases
- A current and accurate inventory of the above

### FACILITIES

- Facilities are in a neat, clean, and sanitary condition;
- Are in compliance with all applicable governmental statutes, ordinances, rules, and regulations;
- Are in conformity with established standards for humane animal care.
- Building is equipped with an adequate number of dog kennels and cat cages, isolation facilities for sick dogs and cats, quarantine facilities for biters or injured animals, access to large animal housing.

### POLICIES AND CREDENTIALS

- Review current Policies and Procedures Manual
- Evidence that any and all animal control enforcement officers have received training and will/have received continuing education in animal control and handling procedures; investigation; reports preparation' and issuance of notices of violation and/or corrective action.
- Enforcement officers coordinate with the Burien Police as necessary and appropriate, including providing a written report.
- All on-duty enforcement officers are suitable uniformed, and present a clean, respectable image to the public and deal with the public in a professional manner.

### RECORD-KEEPING

Data collection and record keeping for the number and type of:

- Animal control complaints received
- Service calls responded to
- Animals apprehended
- Animals impounded
- Animals euthanized
- Cruelty complaints and reporting

- Other animal complaints

Records should also contain:

- Description of animal
- Reason it was brought to the facility
- Who brought the animal in
- From what location the animal was brought in
- Time the animal was brought in, length of stay, date of release, adoption, or euthanasia.
- Fees collected
- Record of all adoptions with names and addresses of new owner
- Record of licenses sold with names and addresses





**AMENDMENT NO. 6 to  
2011-2016 CONTRACT FOR ANIMAL CONTROL SERVICES  
between the City of Burien and Community Animal Resource Education Society  
(CARES), dba Burien Animal Care and Control**

(Burien Contract Number No. 3433)

The 2011-2016 Contract for Animal Control Services dated June 13, 2011, between the City of Burien and Community Animal Resource Education Society (CARES) dba Burien Animal Care and Control Burien is hereby amended as follows:

**A. Enforcement of Animal Regulatory Laws, Exhibit A, Page 10**

The Contractor shall be fully responsible for taking animals, as defined in King County Code Section 11.04.020(C), into custody, transporting animals, investigating animal control complaints, and administering and enforcing animal control regulations, as set forth in the City's Municipal Code and the animal control provisions of the King County Code that have been adopted by the City. The responsibilities will include, but many not be limited to:

**Provision No. 2 Compensation and Method of Payment on page 1.**

For the period September 1, 2016 through December 31, 2017, the total amount to be paid to the Contractor for services rendered shall not exceed \$240,000.

**Provision No. 3 Duration of Agreement and Contract Review on page No.1**

The Agreement is extended by one year and four months and shall expire on December 31, 2017.

**Provision No. 18 Notices on page 8.**

Administrative notices to the City of Burien shall be sent to the following revised City contact person:

Dan Trimble, Economic Development Manager  
City of Burien  
400 SW 152<sup>nd</sup> St, Suite 300  
Burien, Washington 98166  
Telephone: (206) 248-5528  
E-mail: [dant@burienwa.gov](mailto:dant@burienwa.gov)

Notices to the Contractor shall be sent to the following address:

Debra George, CARES Executive Director  
909 SW 151<sup>st</sup> Street  
Burien, WA 98166  
Telephone: (206) 812-2737  
After Hours Emergency Number: (206) 941-7199  
E-mail: [DebraGeorgeMi@aol.com](mailto:DebraGeorgeMi@aol.com)

Exhibit A Duties and Responsibilities of the Contractor is amended by revising provisions 17 and 22 to read as follows:

17. Records and Reporting: The Contractor shall develop its own record-keeping procedures which maintain records of all animals it handles in the performance of the contract. Records shall, at a minimum, contain the following information:

- a. Description of the animal, including its breed, color, size, sex, disposition, where and how the animal was obtained, and the animal's owner if possible.
- b. Disposition of all complaints regarding animals.
- c. All dangerous or potentially dangerous animals and dog-bite incidents.
- d. All animals impounded, notices of violation issued, and the final disposition of such matters.
- e. Any additional information that may be required by the City through its regulatory ordinances.

The above-required information shall be available to the City on a monthly basis on ~~approved forms as requested~~ and shall be accessible to the City during normal business hours.

~~Statistical information~~ The following information shall be provided submitted monthly as required by the City: for the reporting period, shall be substantially similar to the form in Exhibit E, and shall include:

- a. Number and type of animal(s) obtained
- b. Number of phone calls received
- c. Number of phone calls responded to
- d. Number and total dollar amount of fines imposed and collected
- e. Number, type, and total dollar amount of pet licenses issued

Quarterly reporting shall be provided at the end of each quarter and shall be substantially similar in form to Exhibit F. Annual Reporting shall be provided by January 31<sup>st</sup> each year for the previous year, and shall be substantially similar in form to Exhibit G.

22. Miscellaneous: The following e. and f. are added:

- e. The City shall engage a qualified animal shelter evaluator to evaluate and report on the CARES premises and operations, to be completed by September 1, 2016. The Contractor shall take action to remedy issues identified in the inspection, as mutually agreed upon by the City and the Contractor, and shall provide a written and oral report to the City Council in January 2017.
- f. No later than January 31, 2017, the Contractor shall submit a written estimate for the annual cost of services provided in the existing contract for the period of 2018-2023.

All other terms and conditions of the above reference contract shall remain the same.

These changes shall become effective on September 1, 2016.

CITY OF BURIEN

COMMUNITY ANIMAL  
RESOURCE EDUCATION  
SOCIETY (CARES)

By: \_\_\_\_\_

By: \_\_\_\_\_

Title: City Manager

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_



**Exhibit F**

**Burien C.A.R.E.S. Quarterly Report for the Period: \_\_\_/\_\_\_/\_\_\_ to \_\_\_/\_\_\_/\_\_\_**

Date Submitted \_\_\_/\_\_\_/\_\_\_

Submitted by: \_\_\_\_\_

|                      | Month          |                 | Month          |                 | Month   |                 |
|----------------------|----------------|-----------------|----------------|-----------------|---|-----------------|
| <b>Animal Intake</b> | <b>Total #</b> |                 | <b>Total #</b> |                 | <b>Total #</b>                                |                 |
| Cat                  |                |                 |                |                 |   |                 |
| Dog                  |                |                 |                |                 |   |                 |
| <b>Phone Calls</b>   | <b>Total #</b> |                 | <b>Total #</b> |                 | <b>Total #</b>                                |                 |
| Received             |                |                 |                |                 |   |                 |
| Responded            |                |                 |                |                 |   |                 |
| <b>Fines</b>         | <b>Total #</b> | <b>Total \$</b> | <b>Total #</b> | <b>Total \$</b> | <b>Total #</b>                                | <b>Total \$</b> |
| Imposed              |                | \$              |                | \$              |   | \$              |
| Collected            |                | \$              |                | \$              |   | \$              |
|                      |                |                 |                |                 | <b>Total Collected</b>                        | \$              |
| <b>Pet Licenses</b>  |                |                 |                |                 |   |                 |
| <b>DOG</b>           | <b>Total #</b> | <b>Total \$</b> | <b>Total #</b> | <b>Total \$</b> | <b>Total #</b>                                | <b>Total \$</b> |
| Altered              |                | \$              |                | \$              |   | \$              |
| Unaltered            |                | \$              |                | \$              |   | \$              |
| Senior               |                | \$              |                | \$              |   | \$              |
|                      |                |                 |                |                 | <b>Subtotal Dog</b>                           | \$              |
| <b>CAT</b>           | <b>Total #</b> | <b>Total \$</b> | <b>Total #</b> | <b>Total \$</b> | <b>Total #</b>                                | <b>Total \$</b> |
| Altered              |                | \$              |                | \$              |   | \$              |
| Unaltered            |                | \$              |                | \$              |   | \$              |
| Senior               |                | \$              |                | \$              |   | \$              |
|                      |                |                 |                |                 | <b>Subtotal Cat</b>                           | \$              |
|                      |                |                 |                |                 | <b>Total Fines and License Fees Collected</b> | \$              |



| Burien C.A.R.E.S. Annual Service Statistics For the Period: __/__/__ |              |              |              |              |              |              |              |              |               |                    |
|--|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|---------------|--------------------|
|  | 1st Quarter  |              | 2nd Quarter  |              | 3rd Quarter  |              | 4th Quarter  |              | ANNUAL TOTALS |                    |
| <b>ANIMAL INTAKE</b>   |              |              |              |              |              |              |              |              |               | <b>INTAKES</b>     |
| CATS   |              |              |              |              |              |              |              |              |               | <b>TOTAL CATS</b>  |
| DOGS   |              |              |              |              |              |              |              |              |               | <b>TOTAL DOGS</b>  |
| <b>OUTCOMES</b>  | <b>CATS</b>  | <b>DOGS</b>  | <b>CATS</b>  | <b>DOGS</b>  | <b>CATS</b>  | <b>DOGS</b>  | <b>CATS</b>  | <b>DOGS</b>  |               |                    |
| Adoption   |              |              |              |              |              |              |              |              |               |                    |
| DOA  |              |              |              |              |              |              |              |              |               |                    |
| Euthanasia   |              |              |              |              |              |              |              |              |               |                    |
| Return   |              |              |              |              |              |              |              |              |               |                    |
| Transfer   |              |              |              |              |              |              |              |              |               |                    |
| <b>TOTALS</b>  |              |              |              |              |              |              |              |              |               | <b>OUTCOMES</b>    |
|  | <b>1ST Q</b> |              | <b>2ND Q</b> |              | <b>3RD Q</b> |              | <b>4TH Q</b> |              |               | <b>TOTAL CATS</b>  |
|  |              |              |              |              |              |              |              |              |               | <b>TOTAL DOGS</b>  |
| <b>PHONE CALLS RECEIVED ANIMAL COMPLAINTS/CONCERNS</b>               |              |              |              |              |              |              |              |              |               | <b>PHONE CALLS</b> |
| Barking  |              |              |              |              |              |              |              |              |               | <b>BARKING</b>     |
| Welfare/Neglect  |              |              |              |              |              |              |              |              |               | <b>WELFARE</b>     |
| Dog Bite/Human   |              |              |              |              |              |              |              |              |               | <b>BITE</b>        |
| Pet Attack/Aggressive  |              |              |              |              |              |              |              |              |               | <b>AGGRESSIVE</b>  |
| Miscellaneous  |              |              |              |              |              |              |              |              |               | <b>MISC</b>        |
| 911  |              |              |              |              |              |              |              |              |               | <b>911</b>         |
| <b>LOST/FOUND ANIMAL</b>   | <b>Lost</b>  | <b>Found</b> | <b>Lost</b>  | <b>Found</b> | <b>Lost</b>  | <b>Found</b> | <b>Lost</b>  | <b>Found</b> |               | <b>LOST/FOUND</b>  |
| Cat  |              |              |              |              |              |              |              |              |               | <b>TOTAL CAT</b>   |
| Dog  |              |              |              |              |              |              |              |              |               | <b>TOTAL DOG</b>   |
| Other  |              |              |              |              |              |              |              |              |               | <b>TOTAL OTHER</b> |
| <b>TOTALS</b>  |              |              |              |              |              |              |              |              |               |                    |
| <b>ANIMAL DEAD ROADWAY</b>   |              |              |              |              |              |              |              |              |               | <b>DEAD/ROAD</b>   |
| <b>Quarterly Totals</b>  |              |              |              |              |              |              |              |              |               | <b>TOTAL</b>       |



**CITY OF BURIEN  
AGENDA BILL**

|  |   |   |
|--|---|---|
| <b>Agenda Subject:</b> Discussion and Potential Action Authorizing the Establishment of a Community Heroism Award Program  |   | <b>Meeting Date:</b> July 18, 2016  |
| <b>Department:</b><br>City Manager   | <b>Attachments:</b><br><u>Proposed Resolution No. 377</u> | <b>Fund Source:</b><br>General Fund<br><b>Activity Cost:</b> approximately \$50<br><b>Amount Budgeted:</b> \$1,500<br><b>Unencumbered Budget Authority:</b> \$1,000 |
| <b>Contact:</b> Katie Whittier (Trefry)  |   |   |
| <b>Telephone:</b><br>(206) 439-3167  |   |   |
| <b>Adopted Initiative:</b><br>No   | <b>Initiative Description:</b>                            |   |
| <b>PURPOSE/ REQUIRED ACTION:</b><br>The purpose of this agenda item is for Council to consider establishing a Community Heroism Award program.   |   |   |
| <b>BACKGROUND (Include prior Council action &amp; discussion):</b><br>In addition to the Citizen of the Year award and other opportunities to recognize members of our community, a new recognition program could be established to highlight community members who go to great lengths to preserve life safety. Staff has assembled information from other jurisdictions and drafted a potential new award for Council's consideration. The "Community Hero Award" would be designed to improve life safety in Burien by motivating and recognizing excellence and courage as demonstrated by civilians in our community. Potential criteria could include:   |   |   |
| <ol style="list-style-type: none"> <li>1. The individual to be honored goes to an extraordinary degree while saving or attempting to save the life of another person while potentially risking his or her own safety doing so.</li> <li>2. The actions taken to save lives did not intentionally escalate the risk involved in the emergency situation.</li> <li>3. The actions taken either saved or prolonged the life/lives of victims until medical aid personnel arrived and assumed lifesaving efforts.</li> <li>4. The incident must have occurred in the city of Burien.</li> <li>5. The awardee must be nominated for recognition by an emergency responder (Police or Fire) and approved by the City Council.</li> </ol> |   |   |
| Awardees could be honored at a City Council meeting with a certificate and a small token of recognition, such as an engraved glass cube (costing approximately \$50 to produce). The award would not need to be given on an annual basis but could instead be used to honor actions on a case-by-case basis at lesser or greater intervals, as appropriate.  |   |   |
| The award was briefly discussed during the City Manager's Report at the May 16 City Council Meeting.   |   |   |
| <b>OPTIONS (Including fiscal impacts):</b>   |   |   |
| <ol style="list-style-type: none"> <li>1. Adopt Resolution No. 377 to establish a Community Heroism Award program at appx. \$50/award.</li> <li>2. Modify proposed Resolution No. 377 and place on the August 1, 2016 Consent Agenda for approval.</li> <li>3. Do not adopt Resolution No. 377.</li> </ol>   |   |   |
| <b>Administrative Recommendation:</b><br>Hold discussion and adopt Resolution No. 377.   |   |   |
| <b>Advisory Board Recommendation:</b><br>N/A   |   |   |
| <b>Suggested Motion:</b><br>Move to adopt Resolution No. 377, establishing a Community Heroism Award Program.  |   |   |
| <b>Submitted by:</b><br>Administration _____   |   | City Manager    |
| <b>Today's Date:</b> July 11, 2016   |   | <b>File Code:</b> R:/CC/Agenda Bill 2016/071816cm-3<br>Community Heroism Award  |



# CITY OF BURIEN, WASHINGTON

## RESOLUTION NO. 377

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### A RESOLUTION OF THE CITY OF BURIEN, WASHINGTON, AUTHORIZING THE ESTABLISHMENT OF A COMMUNITY HEROISM AWARD PROGRAM

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WHEREAS, the City of Burien wishes to improve life safety in Burien by motivating and recognizing excellence and courage as demonstrated by civilians in our community; and

WHEREAS, the City of Burien wishes to honor members of our community who go to great lengths to preserve life safety; and

WHEREAS, the City of Burien believes such commitment to the community should be acknowledged and officially recognized.

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

Section 1. Establishment of an Award Program. The City of Burien hereby establishes a Community Heroism Award Program as set forth below, to highlight community members who go to great lengths to preserve life safety.

Section 2. Source of Nominations. The awardee(s) must be nominated for recognition by an emergency responder from the Burien Police Department or a Fire District.

Section 3. Criteria. Criteria for the award shall be the degree the candidate(s) goes to while saving or attempting to save the life of another person while potentially risking his or her own safety doing so, the actions taken to save lives did not intentionally escalate the risk involved in the emergency situation, the actions taken either saved or prolonged the life/lives of victim(s) until medical aid personnel arrived and assumed lifesaving efforts, and the incident must have occurred in the City of Burien.

Section 4. Selection. The Council may, in special session, select the awardee from the candidates presented.

Section 5. Naming Award Recipient. Staff will make necessary arrangements, including scheduling the attendance of the individual(s) at the appropriate Council meeting. Council will convene in regular session then, as its first order of business, present a certificate and a small token of recognition, and ask him/her for brief remarks.

Section 6. Effective Date. This resolution shall take effect immediately upon passage by the Burien City Council.

ADOPTED BY THE CITY COUNCIL OF THE CITY OF BURIEN, WASHINGTON, AT  
A REGULAR MEETING THEREOF THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2016.

CITY OF BURIEN

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Lucy Krakowiak, Mayor

ATTEST/AUTHENTICATED:

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Monica Lusk, City Clerk

Approved as to form:

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Bob Noe, Kenyon Disend, PLLC  
Interim City Attorney

Filed with the City Clerk:  
Passed by the City Council:  
Resolution No.

**CITY OF BURIEN  
AGENDA BILL**

|  |  |  |
|--|--|--|
| <b>Agenda Subject:</b> Discussion and Potential Action to Adopt Ordinance No. 646, Adopting Impact Fee Payment Deferral. |  | <b>Meeting Date:</b> July 18, 2016                                       |
| <b>Department:</b><br>Community Development  | <b>Attachments:</b><br>1. Draft Ordinance No. 646 (Including Exhibits A and B)<br>2. Draft Impact Fee Deferral Application | <b>Fund Source:</b> N/A  |
| <b>Contact:</b> Chip Davis, AICP<br>Community Development Director   |  | <b>Activity Cost:</b> N/A  |
| <b>Telephone:</b> (206) 248-5501   |  | <b>Amount Budgeted:</b> N/A<br><b>Unencumbered Budget Authority:</b> N/A |
| <b>Adopted Initiative:</b><br>No   | <b>Initiative Description:</b> 2016 Impact Fee Deferral Zoning Code Amendments   |  |

**PURPOSE/REQUIRED ACTION:**

The purpose of this agenda item is for Council to discuss and potentially take action on Ordinance No. 646, proposed amendments to BMC 19.35, Transportation Impact Fees providing a process for deferred payment of transportation impact fees for new single-family and attached residential construction. The proposed amendments will align Burien Zoning Code Title 19.35 with a new state law regarding deferred payment of impact fees.

**BACKGROUND (Include prior Council action & discussion):**

During the 2015 legislative session, the Washington State Legislature enacted a new law (ESB 5923) that requires counties, cities and towns collecting impact fees to adopt a deferral system for new single-family detached and attached residential construction. This law gave local governments until September 1, 2016 to develop a deferral system that best meets statutory requirements and local objectives.

The new law allows local choice on at what point in the development process impact fees are collected, allows the imposition of a reasonable administrative fee and allows the deferral to be limited to the first 20 building permits per developer per year.

Since Burien is collecting a Transportation Impact Fee for all new development, we are subject to this legislation and are required to have the deferral language in place not later than September 1, 2016. Staff has drafted proposed language to amend BMC 19.35, Transportation Impact Fees which addresses state requirements and includes the following provisions:

- A developer/applicant may request that payment of the impact fee be deferred until: (1) final inspect; (2) issuance of a certificate of occupancy or equivalent certification; or (3) the closing of the first sale of the property after the issuance of the building permit, whichever comes first.
- The maximum term for the deferral is 18 months from the issuance of the building permit.
- The amount of impact fees that may be deferred is determined by the fee schedule in effect at the time the applicant applies for the deferral.
- Deferral of impact fees is limited to the first 20 single-family residential building permits, annually, per applicant.
- The applicant seeking a deferral must grant and record a lien against the property in favor of the City of Burien in the amount of the deferred fee.
- The City of Burien will collect a fee of \$50 per application to compensate for reasonable administrative costs for administering the deferral program. The fee shall be included on Burien's Permit Fee and Engineering Review Deposit Schedule and will be subject to annual review and adjustment.
- To limit the "spin-off LLC" issue, "applicant" has been defined to include "an entity that controls the applicant, is controlled by the applicant, or is under common control with the applicant".
- The City of Burien is authorized to institute foreclosure proceedings if impact fees are not paid.

At the June 8th Planning Commission meeting, staff provided an introduction on the proposed amendments and draft language for the Commission to review. Following discussion and questions, the Planning Commission established June 22, 2016 as the Public Hearing date for the proposed amendments. At the June 22<sup>nd</sup> Hearing, no public comments were received and following discussion the Planning Commission moved to recommend to the City Council approval of the amendments to BMC 19.35, Transportation Impact Fee to allow deferred payment and

to establish a reasonable application administrative fee of \$50.

The following attachments have been provided for the City Council's review and comment: **Attachment 1**, is Draft Ordinance No. 646 containing Exhibit A, a copy of BMC Chapter 19.35 in which proposed amended language has been underlined. This language has been provided to the Washington State Department of Commerce for state agency review and comment as required by RCW 36.70A.106. Exhibit B to **Attachment 1** is a copy of the draft Community Development Permit Fees and Engineering Review Deposit Schedule which contains the \$50 administrative fee proposed for impact fee deferral applications. This fee would be adjusted annually based on the Consumer Price Index (CPI), as are most other fees currently listed on the fee schedule.

**Attachment 2**, is a copy of the draft Impact Fee Deferral Application which includes a lien agreement to be executed by applicants requesting deferral of impact fees.

**OPTIONS (Including fiscal impacts):**

Adopt Ordinance No. 646

Refer Ordinance No. 646 to Planning Commission with direction on revisions.

**Administrative Recommendation:** Place adoption of Ordinance No. 646 on the June 6, 2016 consent agenda.

**Committee Recommendation:** N/A

**Advisory Board Recommendation:** Recommended the City Council approve the proposed amendments to BMC 19.35 Transportation Impact Fee to allow deferred payment of impact fees and establish a reasonable application administrative fee.

**Suggested Motion:** I move to place adoption of Ordinance No. 646 on the August 1, 2016 consent agenda.

**Submitted by:** Chip Davis, AICP, Community Development Director  
Administration  City Manager

**Today's Date:** June 29, 2016

**File Code:** R:\CC\Agenda Bill 2016\071816cd-1 TIF  
Payment Deferral.docx

## CITY OF BURIEN, WASHINGTON

### ORDINANCE NO. 646

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**AN ORDINANCE OF THE CITY OF BURIEN, WASHINGTON, AMENDING CHAPTER 19.35 OF THE BURIEN MUNICIPAL CODE RELATED TO DEFERRED PAYMENT OF TRANSPORTATION IMPACT FEES, PROVIDING FOR SEVERABILITY, AND ESTABLISHING AN EFFECTIVE DATE.**

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WHEREAS, the Washington State Growth Management Act as codified at Chapter 36.70A RCW and RCW 82.02 authorizes cities planning under the Growth Management Act to assess, collect, and use impact fees to pay for capital projects related to transportation facilities needed to accommodate growth; and

WHEREAS, the City of Burien is required to plan under the Growth Management Act and has adopted a Comprehensive Plan which includes a Capital Facilities Program which complies with RCW 36.70A.070(3), RCW 82.02.050(4), and all other applicable requirements; and

WHEREAS, the City's Comprehensive Plan identifies the objective to pursue a transportation impact fee as a part of an overall transportation financing mechanism; and

WHEREAS, the City Council on October 6, 2008 adopted Ordinance No. 493 establishing a transportation impact fee program as Chapter 19.35 of the Burien Municipal Code; and

WHEREAS, RCW 82.02.050(3) requires cities collecting impact fees to adopt a payment deferral system for new single-family detached and attached residential development and establishes September 1, 2016 as the deadline for local adoption of a deferral system; and

WHEREAS, RCW 82.02.050(3)(h) allows cities to collect reasonable administrative fees to implement the impact fee deferral system; and

WHEREAS, the Planning Commission held a public meeting on June 8, 2016 to discuss the proposed ordinance and held a public hearing to receive citizens' comments on the proposed ordinance on June 22, 2016; and

WHEREAS, the City Council has received a recommendation from the Planning Commission regarding the proposed ordinance; and

WHEREAS, the City Council held public meetings on July 18, 2016 and August 1, 2016 to review and discuss the proposed ordinance.

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

Section 1: Amendments to BMC Title 19. The City Council of the City of Burien hereby amends BMC Title 19.35 as shown on attached Exhibit A incorporated by reference as if fully set forth herein.

Section 2: Establish Administrative Fee. The City Council of the City of Burien hereby amends the Community Development Permit Fees and Engineering Review Deposit Schedule as shown on attached Exhibit B incorporated by reference as if fully set forth herein.

Section 3: Severability. Should any section, subsection, paragraph, sentence, clause or phrase of this ordinance, or its application to any person or circumstance, be declared unconstitutional or otherwise invalid for any reason, or should any portion of this ordinance be pre-empted by state or federal law or regulation, such decision or pre-emption shall not affect the validity of the remaining portions of this ordinance or its application to other persons or circumstances.

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

Section 5: Effective Date. This ordinance shall be published in the official newspaper of the City, and shall take effect five days after publication.

**ADOPTED BY THE CITY COUNCIL AT A REGULAR MEETING THEREOF ON THE \_\_\_ DAY OF AUGUST, 2016 AND SIGNED IN AUTHENTICATION OF ITS PASSAGE THIS \_\_\_ DAY OF AUGUST, 2016.**

CITY OF BURIEN

\_\_\_\_\_  
Lucy Krakowiak, Mayor

ATTEST/AUTHENTICATED:

\_\_\_\_\_  
Monica Lusk, City Clerk

Approved as to form:

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Lisa Marshall, City Attorney

Filed with the City Clerk: July 6, 2016

Passed by the City Council:

Ordinance No. 646

Date of Publication:



**19.35 Transportation Impact Fees**

|                  |   |
|------------------|---|
| 19.35.010        | Authority   |
| 19.35.020        | Purpose   |
| 19.35.030        | Definitions   |
| 19.35.040        | Applicability   |
| 19.35.050        | Geographic scope                                      |
| 19.35.060        | Imposition of transportation impact fees              |
| 19.35.070        | Service area  |
| 19.35.080        | Exemptions  |
| 19.35.090        | Assessment of transportation impact fees              |
| 19.35.100        | Independent fee calculations                          |
| 19.35.110        | Credits   |
| 19.35.120        | Project list  |
| 19.35.130        | Time of payment of fees                               |
| <b>19.35.135</b> | <b>Option for deferred payment of impact fees</b>     |
| 19.35.140        | Impact fee account                                    |
| 19.35.150        | Use of funds  |
| 19.35.160        | Refunds   |
| 19.35.170        | Appeals   |
| 19.35.180        | Authorization for interlocal agreements               |
| 19.35.190        | Relationship to State Environmental Policy Act (SEPA) |
| 19.35.200        | Relationship to concurrency management                |
| 19.35.210        | Necessity of compliance                               |

**19.35.010 Authority**

This chapter is enacted pursuant to the Washington State Growth Management Act codified at Chapter 36.70A RCW and RCW 82.02 et seq., which authorizes cities planning under the Growth Management Act to assess, collect, and use impact fees to pay for capital projects related to transportation facilities needed to accommodate growth. The City of Burien is required to plan under the Growth Management Act and has adopted a Comprehensive Plan which includes a Capital Facilities Program which complies with RCW 36.70A.070(3), RCW 82.02.050(4), and all other applicable requirements. The City's Comprehensive Plan identifies the objective to pursue a transportation impact fee as part of the overall transportation financing mechanism. Consequently, the City of Burien is authorized to impose, collect, and use impact fees. [Ord. 493 § 1, 2008]

**19.35.020 Purpose**

The purpose of this chapter is to:

1. Develop a transportation impact fee program consistent with the Burien Comprehensive Plan for joint public and private financing of transportation improvements necessitated in whole or in part by development in the city;
2. Create a mechanism to charge and collect fees to ensure that all new development pays a proportionate share of the capital costs of off-site transportation facilities necessitated by new development;
3. Ensure that the city pays its fair share of the capital costs of transportation facilities necessitated by public use of the transportation system; and
4. Ensure fair collection and administration of such impact fees. [Ord. 493 § 1, 2008]

### 19.35.030 Definitions

The following are definitions provided for administering the transportation impact fee program. The public works director shall have the authority to resolve questions of interpretation or conflicts between definitions.

**“Applicant”** means any property owner, developer, or other person who seeks a building permit from the City of Burien.

**“Building permit”** means the official document or certification that is issued by the building department and that authorizes the construction, alteration, enlargement, conversion, reconstruction, remodeling, rehabilitation, erection, tenant improvement, demolition, moving or repair of a building or structure or other construction permits in those instances where a building permit is not required.

**“Capital facilities plan”** means the capital facilities plan element of the city’s Comprehensive Plan adopted pursuant to Chapter 36.70A RCW, and such plan as amended.

**“City Council”** or **“Council”** means the City Council of the City of Burien.

**“Development activity”** means any construction or expansion of a building, structure, or use, any change in use of a building or structure, or any changes in the use of land, that creates additional demand and need for public facilities,

**“Director”** means the director of the department of public works of the City of Burien or his/her designee.

**“Encumbered”** means the anticipated expenditure or funds restricted for anticipated expenditures on a transportation project.

**“Finance director”** means the finance director of the City of Burien or his/her designee.

**“Impact fee”** or **“transportation impact fee”** means a payment of money imposed upon development as a condition of development approval to pay for system improvements needed to serve new growth and development, and that is reasonably related to the new development that creates additional demand and need for system improvements, that is a proportionate share of the cost of the system improvements, and that is used for system improvements that reasonably benefit the new development.

**“Impact fee account”** or **“account”** means the account established for the system improvements for which impact fees are collected. The account shall be established pursuant to this chapter, and shall comply with the requirements of RCW 82.02.070.

**“Interlocal agreement”** or **“agreement”** means a roads interlocal agreement, authorized in this chapter, by and between the city and other government agencies concerning the collection and expenditure of impact fees, or any other interlocal agreement entered by and between the city and another municipality or public agency to implement the provisions of this chapter.

**“Jurisdiction”** means a municipality or county.

**“Project improvements”** mean site improvements and facilities that are planned and designed to provide service for a particular development project and that are necessary for the use and

convenience of the occupants or users of the project, and are not system improvements. No improvement or facility included in the capital facilities plan approved by the city council shall be considered a project improvement.

**“Project list”** means system improvements included in the transportation impact fee program as defined in 19.35.120 and Table 19.35-1 which is herein incorporated by reference.

**“Proportionate share”** means that portion of the cost of system improvements that are reasonably related to the service demands and needs of new development.

**“Schedule”** means the list of adopted transportation impact fees for development activity that is subject to impact fees which is based upon a formula or other calculation method consistent with RCW 82.02.060. The schedule of impact fees is defined in Table 19.35-2 which is herein incorporated by reference.

**“Service area”** means a geographic area defined by the city or interlocal agreement, in which a defined set of system improvements provide service to development within the area. Service areas shall be designated on the basis of sound planning or engineering principles. Development in a service area may, and will likely be found to, impact and be served by system improvements outside of the service area, and the resulting transportation impact fee will reflect a proportionate share charge based on those impacts.

**“System improvements”** mean public streets or roads that are included in the capital facilities plan and are designed to provide service areas within the community at large, in contrast to project improvements.

**“Trip generation manual”** means the most current edition of the report entitled “Trip Generation” produced by the Institute of Transportation Engineers. [Ord. 493 § 1, 2008]

#### **19.35.040 Applicability**

1. The requirements of this chapter apply to all development activity in the City of Burien for which a building permit or other construction permit is issued after the effective date of this ordinance.
2. Mitigation of impacts on transportation facilities located in jurisdictions outside the city will be required when there is an interlocal agreement between the city and the effective jurisdiction specifically addressing transportation impact identification and mitigation per section 19.35.180. [Ord. 493 § 1, 2008]

#### **19.35.050 Geographic scope**

The boundaries within which impact fees shall be charged and collected are co-extensive with the corporate city limits, and shall include all unincorporated areas annexed to the city on and after the effective date of the ordinance codified in this chapter. A revision of this chapter will be required prior to charging impact fees for developments in the annexed area(s). [Ord. 493 § 1, 2008]

#### **19.35.060 Imposition of transportation impact fees**

Any person who receives a building permit or other construction permit for any development activity or who undertakes any development activity within the city’s corporate limits for which a building permit, or other construction permit if a building permit is not required, shall pay the transportation impact fees as set forth in this chapter to the city. The impact fees shall be paid at the time of

issuance of the permit, unless the applicant applies for deferred payment of impact fees pursuant to BMC 19.35.135. [Ord. 493 § 1, 2008]

**19.35.070 Service area**

For the purpose of this chapter, the entire city shall be considered one service area. [Ord. 493 § 1, 2008]

**19.35.080 Exemptions**

1. The transportation impact fees referenced in this chapter shall not apply to the following:
  - A. Alteration, expansion, enlargement, remodeling, rehabilitation, or conversion of an existing unit where no additional units are created and the use is not changed.
  - B. A change in use that results in no additional impact to the city's transportation system.
  - C. The construction of accessory structures that will not create additional transportation impacts on system improvements.
  - D. A structure moved from one location within the city to another location within the city. The vacated lot will not be exempted from paying all appropriate impact fees upon development.
2. The director shall be authorized to determine whether a particular development for a proposed building permit, or certificate of occupancy if no building permit is required, falls within an exemption of this chapter. Determinations of the director shall be subject to the appeals procedures set forth in section 19.35.170. [Ord. 493 § 1, 2008]

**19.35.090 Assessment of transportation impact fees**

1. An impact fee schedule setting forth the amount of the transportation impact fees to be paid by a development is set out in Table 19.35-2 and incorporated herein by this reference.
2. The impact fee schedule, as set out in Table 19.35-2, shall be updated annually at a rate adjusted in accordance with the Washington State Department of Transportation Construction Cost Index (CCI) to establish revised fee schedules for each subsequent year.
3. The impact fee amount is calculated by using the following formula:

Amount of Transportation Impact Fee that shall be paid for that development use = Number of units of each use X Transportation Impact Fee per unit amount for the service area in which the development is located

- A. The number of units of each use is determined as follows: (i) for residential uses it is the number of dwelling units for which a building permit application has been made and (ii) for office, retail, or manufacturing uses it is the gross floor area of building(s) to be used for each use expressed in square feet divided by 1,000 square feet, or in the units defined in the schedules.
- B. Using the formula in 19.35.090.3, transportation impact fees shall be calculated separately for each use. The transportation impact fees that shall be paid are the sum of these calculations.

- C. If a development activity will include more than one use in a building or site, then the transportation impact fee shall be determined using the above formula by apportioning the space committed to the various uses specified on the schedule in Table 19.35-2.
  - D. If the type of use or development activity is not specified on the transportation impact fee schedules in Table 19.35-2, the director shall use the transportation impact fee applicable to the most comparable type of land use on the fee schedule. The director shall be guided in the selection of a comparable type by the most recent *Trip Generation* manual (Institute of Transportation Engineers) or other recognized national standard.
  - E. In the case of a change in use, development activity, redevelopment, or expansion or modification of an existing use, the transportation impact fee shall be based upon the net positive increase in the impact fee for the new development activity as compared to the impact fee that would have applied to the previous development activity. The director shall be guided in this determination by the sources and agencies listed above.
4. As described in this section, the impact fees set forth in the schedule included in Table 19.35-2 shall be presumed valid and appropriate, unless revised pursuant to the following provisions:
- A. An applicant may request a credit following the procedures set forth in Section 19.35.110.
  - B. An applicant may submit an independent fee calculation following the procedures set forth in Section 19.35.100. [Ord. 493 § 1, 2008]

**19.35.100 Independent fee calculations**

- 1. If, in the judgment of the director, none of the land use categories set forth in the fee schedule in Table 19.35-2 accurately describes the proposed land use, the applicant shall provide to the department for its review and evaluation an independent fee calculation, prepared by a traffic engineer approved by the director and paid for by the applicant. The independent fee calculation shall show the basis upon which it was made and shall include, but not limited to, trip generation characteristics. The director may accept this calculation and impose an impact fee based on this calculation, or it may obtain a second independent fee calculation and then decide which impact fee calculation is more appropriate. The second independent fee calculation will be paid for by the city.
- 2. If an applicant requests not to have the impact fees determined according to the schedule in Table 19.35-2, then the applicant shall submit to the director an independent fee calculation, prepared by a traffic engineer approved by the director and paid for by the applicant. The independent fee calculation shall show the basis upon which it was made and shall include, but not be limited to, trip generation characteristics.
- 3. When an independent fee calculation is sought under 19.35.100.2, the city may issue a building permit or certificate of occupancy when no building permit is required for a change in use, prior to completion of the independent fee calculation; provided, that the impact fee must be collected based on the fee schedule in Table 19.35-2, at the time of issuance. If the director ultimately approves the independent fee calculation, the city shall refund the portion of the fee that exceeds the approved independent fee calculation.
- 4. Any independent fee calculation proposed under this section shall be accompanied by a study that complies with the following standards:

- A. The study shall follow accepted traffic impact fee assessment practices and methodologies and be consistent with the methods used in developing the city's transportation impact fee schedules.
  - B. The study shall use acceptable data sources and the data shall be comparable with the uses and intensities proposed for the proposed development activity.
  - C. The study shall comply with the applicable State laws governing impact fees including RCW 82.02.050 – 82.02.100 as these statutes may be amended from time to time.
  - D. The study, including any data collection and analysis, shall be prepared and documented by a professional traffic engineer.
  - E. The study shall show the basis upon which the independent fee calculation was made.
5. The director shall consider the independent fee calculation study and related documentation submitted by the applicant, but is not required to accept the calculation if the director decides that the study is not accurate or reliable. If the director finds the study to be unreliable, the director may require the applicant to submit additional or different documentation for consideration. If the director decides that third-party engineers are needed to review the calculation and related documentation, the applicant shall pay for the reasonable cost of a review by such engineers. If an acceptable independent fee calculation study is not presented, the applicant shall pay the transportation impact fees based upon the process and schedules referenced in this chapter. If an acceptable independent fee calculation study is presented, the director may adjust the fee to an appropriate amount.
  6. Determinations made by the director pursuant to this section may be appealed to the hearing examiner subject to the procedures set forth in Section 19.35.170. [Ord. 493 § 1, 2008]

**19.35.110 Credits**

1. An applicant may request a credit for the value of dedicated land, improvements, or construction if the land and/or the facility constructed are (a) required as a condition of development approval; and (b) included within the project list entitled, Transportation Impact Fee Project List, which is attached to this ordinance as Table 19.35-1, and incorporated herein by reference as if set forth in full.
2. Each request for a credit or credits shall include a legal description of land donated, a detailed description of improvements or construction provided, and a legal description or other adequate description of the development to which the credit will be applied.
3. The credit shall not exceed the impact fee payable by the applicant.
4. For each request for a credit, the land value or costs of construction shall be determined as follows:
  - A. The amount of credit for land dedicated shall be the higher of either the value of the land established in the impact fee project list, if such value is identified, or by an appraisal conducted by an independent professional appraiser chosen by the fee payer from a list of at least three such appraisers provided by the city. The cost of the appraisal shall be borne by the fee payer. For purposes of this section, the date of value shall be the date the land was dedicated to the county. The appraisal shall only value the land dedicated and not any alleged

damages to any abutting property.

- B. The amount of credit for facilities constructed shall be based upon the actual cost of construction at the time of construction.
5. After the director has determined the amount of the credit, the department shall include the determination with issuance of the building permit along with a statement setting forth the dollar amount of the credit, the basis for the credit, where applicable, the description of the land dedicated and the date of the determination.
6. Any credit must be requested before payment of the impact fee and prior to issuance of the building permit or other construction permit. Any claim not so made shall be deemed waived.
7. No credit shall be given for project improvements.
8. Determinations made by the director pursuant to this chapter shall be subject to the appeals procedures set forth in section 19.35.170. [Ord. 493 § 1, 2008]

#### **19.35.120 Project list**

1. The project list for the city's transportation impact fee program is established in Table 19.35-1 and is herein incorporated by reference.
2. Transportation impact fees shall only be imposed for system improvements that are reasonably related to the new development.
3. Transportation impact fees shall not exceed a proportionate share of the costs of system improvements that are reasonably related to the new development.
4. Transportation impact fees shall be used for system improvements that will reasonably benefit the new development.
5. Transportation impact fees must be spent on system improvements included in the project list (Table 19.35-1).
6. The director shall periodically review the project list and costs for the transportation impact fee program and shall recommend updates, if any, as part of an amendment to BMC 19.35. [Ord. 493 § 1, 2008]

#### **19.35.130 Time of payment of fees**

1. All applicants shall pay an impact fee in accordance with the provisions of this chapter at the time that the applicable building permit or certificate of occupancy when a building permit is not required, is ready for issuance, **unless the applicant applies for deferred payment of impact fees pursuant to BMC 19.35.135.** The impact fee paid shall be based upon the schedule in effect at the time of the issuance.
2. If the development is modified or conditioned in such a way as to alter the land uses or unit count for the development after issuance of the building permit or certificate of occupancy, the impact fee will be recalculated accordingly, based on the provisions of this chapter. If the recalculated fee is greater than the previously paid fee, the city shall withhold or revoke the certificate of occupancy until the updated fee is paid. If the recalculated fee is less than the

previously paid fee, then the city will refund the difference, unless the fees have already been spent or encumbered by the city.

3. No building permit or certificate of occupancy shall be issued until the impact fee is paid, unless the applicant applies for deferred payment of impact fees pursuant to BMC 19.35.135.
4. Impact fees may be paid under protest in order to obtain a permit or other approval of development activity. [Ord. 493 § 1, 2008]
5. The city may impose an application fee, as provided for in the city's adopted Permit Fees and Engineering Review Deposit Schedule, to cover the reasonable cost of administration of the impact fee program. The fee is not refundable and is collected from the applicant of the development activity permit at time of permit issuance.

#### 19.35.135 Option for deferred payment of impact fees

1. An applicant may request, at any time prior to building permit issuance, and consistent with the requirements of this section, to defer to the final inspection the payment of an impact fee for a single-family residential dwelling unit. The following shall apply to any request to defer payment of an impact fee pursuant to this section:
  - A. The applicant shall submit to the city a written request to defer the payment of an impact fee for a specifically identified building permit for a single-family residential dwelling unit. The applicant's request shall identify, as applicable, the applicant's corporate identity and contractor registration number, the full names of all legal owners of the property upon which the development activity allowed by the building permit is to occur, the legal description of the property upon which the development activity allowed by the building permit is to occur, the tax parcel identification number of the property upon which the development activity allowed by the building permit is to occur, and the address of the property upon which the development activity allowed by the building permit is to occur. All applications shall be accompanied by an administrative fee as provided for in the city's adopted Permit Fees and Engineering Deposit Schedule.
  - B. The impact fee amount due under any request to defer payment of impact fees shall be based on the schedule in effect at the time the applicant provides the city with the information required in subsection A of this section.
  - C. Prior to the issuance of a building permit that is the subject of a request for a deferred payment of impact fee, all applicants and/or legal owners of the property upon which the development activity allowed by the building permit is to occur must sign and record a deferred impact fee payment lien in a form acceptable to the city attorney. The deferred impact fee payment lien shall be recorded against the property subject to the building permit and be granted in favor of the city in the amount of the deferred impact fee. Any such lien shall be junior and subordinate only to one mortgage for the purpose of construction upon the same real property subject to the building permit. In addition to the administrative fee required in subsection A of this section, the applicant shall pay all fees necessary for recording the lien agreement with the King County recorder.
  - D. The city shall not approve a final inspection until the transportation impact fees identified in the deferred impact fee payment lien are paid in full.

- E. In no case shall payment of the impact fee be deferred for a period of more than 18 months from the date of building permit issuance.
- F. Upon receipt of final payment of the deferred impact fee as identified in the deferred impact fee payment lien, the city shall execute a release of lien for the property. The property owner may, at his or her own expense, record the lien release.
- G. In the event that the deferred impact fee is not paid within the time provided in this subsection, the city shall institute foreclosure proceedings under the process set forth in Chapter 61.12 RCW.
- H. An applicant is entitled to defer impact fees pursuant to this section for no more than 20 single-family dwelling unit building permits per year in the city. For the purposes of this section, an "applicant" includes an entity that controls the applicant, is controlled by the applicant, or is under common control with the applicant.

**19.35.140 Impact fee account**

1. There is created and established a special purpose, non-lapse transportation impact fee fund. As necessary, the city shall establish separate accounts within such fund and maintain records for each such account whereby transportation impact fees collected can be segregated by service area in accordance with this chapter.
2. All interest shall be retained in the account and expended for the purposes for which the impact fees were imposed.
3. The city shall provide a report for the previous calendar year on each impact fee account showing the source and amount of moneys collected, earned or received and system improvements that were financed in whole or in part by impact fees.
4. The transportation impact fees paid to the city shall be held and disbursed as follows:
  - A. The transportation impact fees collected shall be placed in a deposit account within the impact fee fund;
  - B. When the council appropriates capital improvement project (CIP) funds for a project on the project list, the fees held in the transportation impact fee fund shall be transferred to the CIP fund. Any non-impact fee moneys appropriated for the project may comprise both the public share of the project cost and an advancement of that portion of the private share that has not yet been collected in transportation impact fees;
  - C. The first money spent by the finance director on a project after a council appropriation shall be deemed to be the fees from the impact fee fund;
  - D. Fees collected after a project has been fully funded by means of one or more council appropriations shall constitute reimbursement to the city of the public moneys advanced for the private share of the project.
  - E. Projects shall be funded by a balance between transportation impact fees and public funds, and shall not be funded solely by transportation impact fees.
  - F. Transportation impact fees shall be expended or encumbered for a permissible use within six years of receipt, unless an extraordinary or compelling reason exists for the fees to be held

longer than six years. The finance director may recommend to the council that the city hold fees beyond six years in cases where extraordinary or compelling reasons exist. Such reasons shall be identified in written findings by the council. [Ord. 493 § 1, 2008]

#### **19.35.150 Use of funds**

1. Transportation impact fees shall only be used for transportation system improvements identified in the capital facilities plan and on the project list as set forth in Table 19.35-1.
2. Transportation impact fees referenced in this chapter may be spent for public improvements, including but not limited to planning, land acquisition, site improvements, necessary off-site improvements, construction, engineering, architectural, permitting, financing and administrative expenses, applicable impact fees or mitigation costs, capital equipment pertaining to planned facilities, and any other expenses which can be capitalized.
3. Transportation impact fees may also be used to recoup public improvement costs previously incurred by the city to the extent that new growth and development will be served by the previously constructed improvements or incurred costs.
4. In the event that bonds or similar debt instruments are or have been issued for the advanced provision of public improvements for which impact fees may be expended, impact fees may be used to pay the principal on such bonds or similar debt instruments to the extent that the facilities or improvements provided are consistent with the requirements of this section and are used to serve the new development. [Ord. 493 § 1, 2008]

#### **19.35.160 Refunds**

1. An applicant may request and shall receive a refund when the developer does not proceed with the development activity for which transportation impact fees were paid, and the applicant shows that no impact has resulted, and the city has not yet spent or encumbered the fees; however, the impact fee administrative fee shall not be refunded. If the city has spent or encumbered the fees, no refund shall be made to the applicant.
2. If an owner appears to be entitled to a refund of transportation impact fee under RCW 82.02.080, the finance director shall notify the owner by first class mail deposited with the United States Postal Service at their last known address. The owner must submit a request for a refund to the finance director in writing within one year of the date the right to claim the refund arises or the date the notice is given, whichever is later. Any transportation impact fees that are not expended or encumbered within the time limitations established by this chapter and for which no application for a refund has been made within this one-year period, shall be retained and expended on any transportation project.
3. In the event that transportation impact fees must be refunded for any reason, they shall be refunded with interest earned to the owners as they appear of record with the King County assessor at the time of refund.
4. When the city seeks to terminate any or all impact fee requirements, all unexpended or unencumbered funds shall be refunded pursuant to this section. Upon the finding that any or all fee requirements are to be terminated, the city shall place notice of such termination and the availability of refunds in a newspaper of general circulation at least two times and shall notify all potential claimants by first class mail to the last known address of claimants. Claimants shall request refunds as in subsection (2) of this section. All funds available for refund shall be retained for a period of one year. At the end of one year, any remaining funds shall be retained

by the city, but must be expended on the system improvements included in the project list (Table 19.35-1). This notice requirement shall not apply if there are no unexpended or unencumbered balances within an account or accounts being terminated. [Ord. 493 § 1, 2008]

#### **19.35.170 Appeals**

An applicant may appeal the amount of an impact fee determined by the director as provided in BMC 19.65.065 Type 1 Decision Appeal Provisions. [Ord. 493 § 1, 2008]

#### **19.35.180 Authorization for interlocal agreements**

The city council is authorized to execute, on behalf of the city, an interlocal agreement with other local governments for the collection, expenditure, and reporting of impact fees. [Ord. 493 § 1, 2008]

#### **19.35.190 Relationship to State Environmental Policy Act (SEPA)**

1. All development shall be subject to environmental review pursuant to SEPA and other applicable city ordinances and regulations.
2. Further mitigation in addition to the impact fee shall be required for identified adverse impacts appropriate for mitigation pursuant to SEPA that are not mitigated by an impact fee.
3. Nothing in this chapter shall be construed to limit the city's authority to deny development permits when a proposal would result in significant adverse transportation impacts identified in an environmental impact statement and reasonable mitigation measures are insufficient to mitigate the identified impact. [Ord. 493 § 1, 2008]

#### **19.35.200 Relationship to concurrency management**

Neither compliance with this chapter or the payment of any fee hereunder shall constitute a determination of transportation concurrency under this chapter. [Ord. 493 § 1, 2008]

#### **19.35.210 Necessity of compliance**

A building permit, or other construction permit in those instances where a building permit is not required, issued after the effective date of this ordinance shall be null and void if issued without substantial compliance with this chapter by the department, the approving authority and the director. [Ord. 493 § 1, 2008]

**Table 19.35-1  
Transportation Impact Fee Project List**

| <b>ID</b>   | <b>Project Name</b>                                       | <b>Project Limits</b>   | <b>Total Cost</b>   | <b>Impact Fee Cost</b> | <b>Impact Fee Project</b> |
|---|---|---|---------------------|------------------------|---------------------------|
| 1   | 1 <sup>st</sup> Ave S – Phase 1                           | SW 146 <sup>th</sup> St to SW 163 <sup>rd</sup> Pl  | \$11,535,100        | \$9,035,100            | PARTIAL                   |
| 2A  | 1 <sup>st</sup> Ave S – Phase 2                           | SW 140 <sup>th</sup> St to SW 146 <sup>th</sup> St  | \$7,527,800         | \$2,258,300            | PARTIAL                   |
| 2B  | 1 <sup>st</sup> Ave S – Phase 3                           | SW 128 <sup>th</sup> St to SW 140 <sup>th</sup> St  | \$15,000,000        | \$2,500,000            | PARTIAL                   |
| 3   | Sylvester Rd SW   | SW 160 <sup>th</sup> St to 6 <sup>th</sup> Ave SW   | \$1,000,000         | \$0                    | No                        |
| 4   | SW 160 <sup>th</sup> St                                   | Sylvester Rd SW to 1 <sup>st</sup> Ave S  | \$1,500,000         | \$1,500,000            | YES                       |
| 5   | Ambaum Blvd SW/SW 148 <sup>th</sup> St                    | Intersection  | \$168,900           | \$0                    | No                        |
| 6   | 4 <sup>th</sup> Ave SW/SW 148 <sup>th</sup> St            | Intersection  | \$254,400           | \$0                    | No                        |
| 7   | 4 <sup>th</sup> Ave SW/SW 153 <sup>rd</sup> St            | Intersection  | \$354,800           | \$354,800              | YES                       |
| 8   | Ambaum Blvd SW Corridor Study                             | SW 116 <sup>th</sup> St to 1 <sup>st</sup> Ave S (116 <sup>th</sup> , 126 <sup>th</sup> , 128 <sup>th</sup> , 136 <sup>th</sup> , 156 <sup>th</sup> ) | \$240,000           | \$0                    | No                        |
| 9   | 1 <sup>st</sup> Ave S Interim Left-Turn Signals           | SW 136 <sup>th</sup> St & SW 143 <sup>rd</sup> St Intersections   | \$150,000           | \$0                    | No                        |
| 10  | 21 <sup>st</sup> Ave SW                                   | 15700 Block of 21 <sup>st</sup> Ave S   | \$492,520           | \$0                    | No                        |
| 11  | 16 <sup>th</sup> Ave S                                    |   | \$40,000            | \$0                    | No                        |
| 12  | Maplewild Ave SW  | 29 <sup>th</sup> Pl SW to 33 <sup>rd</sup> Ave SW   | \$5,700,000         | \$0                    | No                        |
| 13  | Overlay Projects  | CITYWIDE – Arterials and Neighborhood Streets   | \$2,432,670         | \$0                    | No                        |
| 14  | Downtown Street and Sidewalk Improvements                 | Downtown Burien   | \$6,500,000         | \$0                    | No                        |
| 15  | 8 <sup>th</sup> Ave S                                     | S 128 <sup>th</sup> St to S 152 <sup>nd</sup> St  | \$7,602,655         | \$2,280,800            | Partial                   |
| 16  | 4 <sup>th</sup> Ave SW Pedestrian Safety Project, Phase 2 | SW 153 <sup>rd</sup> St to SW 156 <sup>th</sup> St (east side of street)  | \$1,355,015         | \$0                    | No                        |
| <b>Total City Costs</b>   |   |   | <b>\$61,853,860</b> | <b>\$17,929,000</b>    |                           |
| Sources: City of Burien Long-range Transportation Improvement Program. City of Burien 2008 Adopted Budget, and City Staff |   |   |                     |                        |                           |

\*Re-typed version of chart that was adopted by Ord. 493, 2009.

**Table 19.35-2  
Schedule of Transportation Impact Fees**

| Land Use Category – Trip Generation, 7 <sup>th</sup> Edition* | Notes | ITE Land Use Code | ITE Average PM Peak Hour Trip Rate (1) | Unit**                 | Pass-By Trip Reduction Factor*** (2) | Net New Trip Rate (3) | Impact Fee Per Unit (4) |
|---|-------|-------------------|--|------------------------|--------------------------------------|-----------------------|-------------------------|
| <b>Residential</b>  |       |                   |  |                        |                                      |                       |                         |
| Single-Family Detached Housing                                | 3     | 210               | 1.01                                   | Dwelling Unit          | 1.00                                 | 1.01                  | 957                     |
| Apartment   | 3     | 220               | 0.62                                   | Dwelling Unit          | 1.00                                 | 0.62                  | 588                     |
| Low-Rise Apartment (1-2 Floors)                               | 3     | 221               | 0.58                                   | Occupied Dwelling Unit | 1.00                                 | 0.58                  | 550                     |
| High-Rise Apartment (> 10 floors)                             | 3     | 222               | 0.35                                   | Dwelling Unit          | 1.00                                 | 0.35                  | 332                     |
| Mid-Rise Apartment (3-10 floors)                              | 3     | 223               | 0.39                                   | Dwelling Unit          | 1.00                                 | 0.39                  | 370                     |
| Residential Condominium/Townhouse                             | 3     | 230               | 0.52                                   | Dwelling Unit          | 1.00                                 | 0.52                  | 493                     |
| Mobile Home Park  | 3     | 240               | 0.59                                   | Occupied Dwelling Unit | 1.00                                 | 0.59                  | 559                     |
| Senior Adult Housing – Detached                               | 3     | 251               | 0.26                                   | Dwelling Unit          | 1.00                                 | 0.26                  | 246                     |
| Senior Adult Housing – Attached                               |       | 252               | 0.11                                   | Occupied Dwelling Unit | 1.00                                 | 0.11                  | 104                     |
| Congregate Care Facility                                      | 1     | 253               | 0.17                                   | Occupied Dwelling Unit | 1.00                                 | 0.17                  | 161                     |
| Assisted Living   |       | 254               | 0.22                                   | Bed                    | 1.00                                 | 0.22                  | 209                     |
| Recreational Homes  | 1     | 260               | 0.26                                   | Dwelling Unit          | 1.00                                 | 0.26                  | 246                     |
| Residential Planned Unit Development (PUD)                    | 3     | 270               | 0.62                                   | Dwelling Unit          | 1.00                                 | 0.62                  | 588                     |
| <b>Institutional</b>  |       |                   |  |                        |                                      |                       |                         |
| County Park   | 1     | 412               | 0.06                                   | Acre                   | 1.00                                 | 0.06                  | 57                      |
| Beach Park  | 1     | 415               | 1.30                                   | Acre                   | 1.00                                 | 1.30                  | 1,232                   |
| Regional Park   | 1     | 417               | 0.20                                   | Acre                   | 1.00                                 | 0.20                  | 190                     |
| Golf Course   | 1     | 430               | 0.30                                   | Acre                   | 1.00                                 | 0.30                  | 284                     |
| Multipurpose Recreational Facility                            | 1     | 435               | 3.35                                   | 1,000 sf GFA           | 1.00                                 | 3.35                  | 3,176                   |
| Bowling Alley   | 1     | 437               | 3.54                                   | 1,000 sf GFA           | 1.00                                 | 3.54                  | 3,356                   |
| Movie Theater with Matinee                                    | 1     | 444               | 0.07                                   | Seat                   | 1.00                                 | 0.07                  | 66                      |
| Casino/Video Lottery Establishment                            |       | 473               | 13.43                                  | 1,000 sf GFA           | 1.00                                 | 13.43                 | 12,732                  |
| Tennis Courts   | 1     | 490               | 3.88                                   | Tennis Court           | 1.00                                 | 3.88                  | 3,678                   |
| Recreational Community Center                                 | 1     | 495               | 1.64                                   | 1,000 sf GFA           | 1.00                                 | 1.64                  | 1,555                   |
| Health/Fitness Club   | 1     | 492               | 4.05                                   | 1,000 sf GFA           | 1.00                                 | 4.05                  | 3,839                   |
| Elementary School   | 4     | 520               | n/a (see note)                         | 1,000 sf GFA           | 1.00                                 | n/a                   | n/a                     |
| Middle School/Junior High School                              |       | 522               | 1.19                                   | 1,000 sf GFA           | 1.00                                 | 1.19                  | 1,128                   |
| High School   |       | 530               | 0.97                                   | 1,000 sf GFA           | 1.00                                 | 0.97                  | 920                     |
| Church  |       | 560               | 0.66                                   | 1,000 sf GFA           | 1.00                                 | 0.66                  | 626                     |

**Table 19.35-2  
Schedule of Transportation Impact Fees**

| Land Use Category – Trip Generation, 7 <sup>th</sup> Edition* | Notes | ITE Land Use Code | ITE Average PM Peak Hour Trip Rate (1) | Unit** | Pass-By Trip Reduction Factor*** (2) | Net New Trip Rate (3) | Impact Fee Per Unit (4) |
|---|-------|-------------------|--|--------|--------------------------------------|-----------------------|-------------------------|
|---|-------|-------------------|--|--------|--------------------------------------|-----------------------|-------------------------|

**Institutional (cont)**

|                 |   |     |       |              |      |       |        |
|-----------------|---|-----|-------|--------------|------|-------|--------|
| Day Care Center |   | 565 | 13.18 | 1,000 sf GFA | 1.00 | 13.18 | 12,495 |
| Library         |   | 590 | 7.09  | 1,000 sf GFA | 1.00 | 7.09  | 6,721  |
| Hospital        |   | 610 | 1.18  | 1,000 sf GFA | 1.00 | 1.18  | 1,119  |
| Nursing Home    | 1 | 620 | 0.42  | 1,000 sf GFA | 1.00 | 0.42  | 398    |
| Clinic          | 1 | 630 | 1.23  | Employee     | 1.00 | 1.23  | 1,166  |

**Business & Commercial**

|                                       |            |     |                |                          |      |       |        |
|---------------------------------------|------------|-----|----------------|--------------------------|------|-------|--------|
| Hotel                                 |            | 310 | 0.59           | Room                     | 1.00 | 0.59  | 559    |
| All Suites Hotel                      | 1          | 311 | 0.40           | Room                     | 1.00 | 0.40  | 379    |
| Motel                                 |            | 320 | 0.47           | Room                     | 1.00 | 0.47  | 446    |
| Resort Hotel                          | 3          | 330 | 0.42           | Room                     | 1.00 | 0.42  | 398    |
| Building Materials and Lumber Store   | 2(a), 3    | 812 | 4.49           | 1,000 sf GFA             | 0.75 | 3.37  | 3,192  |
| Free-Standing Discount Superstore     |            | 813 | 3.87           | 1,000 sf GFA             | 0.72 | 2.79  | 2,642  |
| Specialty Retail Center               | 1, 2(b), 3 | 814 | 2.71           | 1,000 sf GLA             | 0.66 | 1.79  | 1,696  |
| Free-Standing Discount Store          |            | 815 | 5.06           | 1,000 sf GFA             | 0.83 | 4.20  | 3,981  |
| Hardware/Paint Store                  | 3          | 816 | 4.84           | 1,000 sf GFA             | 0.74 | 3.58  | 3,395  |
| Nursery (Garden Center)               | 2(a)       | 817 | 3.80           | 1,000 sf GFA             | 0.72 | 2.74  | 2,594  |
| Nursery (Wholesale)                   | 2(a)       | 818 | 5.17           | 1,000 sf GFA             | 0.72 | 3.72  | 3,529  |
| Shopping Center                       | 5          | 820 | n/a (see note) | 1,000 sf GLA             | 0.66 | n/a   | n/a    |
| Factory Outlet Center                 | 2(b)       | 823 | 2.29           | 1,000 sf GFA             | 0.66 | 1.51  | 1,433  |
| New Car Sales                         | 2(a)       | 841 | 2.64           | 1,000 sf GFA             | 0.75 | 1.98  | 1,877  |
| Automotive Parts Sales                | 1, 3       | 843 | 5.98           | 1,000 sf GFA             | 0.57 | 3.41  | 3,231  |
| Tire Store                            |            | 848 | 4.15           | 1,000 sf GFA             | 0.72 | 2.99  | 2,833  |
| Tire Superstore                       | 2(e)       | 849 | 2.11           | 1,000 sf GFA             | 0.72 | 1.52  | 1,440  |
| Supermarket                           | 3          | 850 | 10.45          | 1,000 sf GFA             | 0.64 | 6.69  | 6,340  |
| Convenience Market (Open 24-Hours)    |            | 851 | 52.41          | 1,000 sf GFA             | 0.39 | 20.44 | 19,377 |
| Convenience Market (Open 15-16 Hours) | 1, 2(i)    | 852 | 34.57          | 1,000 sf GFA             | 0.39 | 13.48 | 12,781 |
| Convenience Store with Gasoline Pumps |            | 853 | 19.22          | Vehicle Fueling Position | 0.34 | 6.53  | 6,195  |
| Discount Supermarket                  | 3          | 854 | 8.90           | 1,000 sf GFA             | 0.77 | 6.85  | 6,497  |
| Discount Club                         | 2(f)       | 861 | 4.24           | 1,000 sf GFA             | 0.77 | 3.26  | 3,095  |

**Table 19.35-2  
Schedule of Transportation Impact Fees**

| Land Use Category – Trip Generation, 7 <sup>th</sup> Edition* | Notes | ITE Land Use Code | ITE Average PM Peak Hour Trip Rate (1) | Unit** | Pass-By Trip Reduction Factor*** (2) | Net New Trip Rate (3) | Impact Fee Per Unit (4) |
|---|-------|-------------------|--|--------|--------------------------------------|-----------------------|-------------------------|
|---|-------|-------------------|--|--------|--------------------------------------|-----------------------|-------------------------|

**Business & Commercial (cont)**

|   |         |     |       |                          |      |       |        |
|---|---------|-----|-------|--------------------------|------|-------|--------|
| Home Improvement Superstore                               |         | 862 | 2.45  | 1,000 sf GFA             | 0.52 | 1.27  | 1,208  |
| Electronic Superstore                                     | 1       | 863 | 4.50  | 1,000 sf GFA             | 0.60 | 2.70  | 2,560  |
| Toy Children's Superstore                                 | 1, 2(b) | 864 | 4.99  | 1,000 sf GFA             | 0.66 | 3.29  | 3,122  |
| Pet Supply Superstore                                     | 1, 2(b) | 866 | 4.96  | 1,000 sf GFA             | 0.66 | 3.27  | 3,103  |
| Office Supply   | 1, 2(f) | 867 | 3.40  | 1,000 sf GFA             | 0.77 | 2.62  | 2,482  |
| Book Superstore   | 1, 2(b) | 868 | 19.53 | 1,000 sf GFA             | 0.66 | 12.89 | 12,220 |
| Discount Home Furnishing Superstore                       | 1, 2(b) | 869 | 4.01  | 1,000 sf GFA             | 0.66 | 2.65  | 2,509  |
| Apparel Store   | 2(b)    | 870 | 3.83  | 1,000 sf GFA             | 0.66 | 2.53  | 2,396  |
| Art and Craft Store                                       | 1, 2(f) | 879 | 6.21  | 1,000 sf GFA             | 0.77 | 4.78  | 4,533  |
| Pharmacy/Drug Store without Drive-Through                 |         | 880 | 8.42  | 1,000 sf GFA             | 0.47 | 3.96  | 3,752  |
| Pharmacy/Drug Store with Drive Through                    |         | 881 | 8.62  | 1,000 sf GFA             | 0.51 | 4.40  | 4,168  |
| Furniture Store   |         | 890 | 0.46  | 1,000 sf GFA             | 0.47 | 0.22  | 205    |
| Video Rental Store  | 2(b), 3 | 896 | 13.60 | 1,000 sf GFA             | 0.66 | 8.98  | 8,509  |
| Walk-in Bank  | 1, 2(d) | 911 | 33.15 | 1,000 sf GFA             | 0.53 | 17.57 | 16,656 |
| Drive-in Bank   |         | 912 | 45.74 | 1,000 sf GFA             | 0.53 | 24.24 | 22,982 |
| Quality Restaurant  |         | 931 | 7.49  | 1,000 sf GFA             | 0.56 | 4.19  | 3,976  |
| High Turnover (Sit-Down) Restaurant                       |         | 932 | 10.92 | 1,000 sf GFA             | 0.57 | 6.22  | 5,901  |
| Fast Food Restaurant without Drive-Through                | 1, 2(g) | 933 | 26.15 | 1,000 sf GFA             | 0.50 | 13.08 | 12,395 |
| Fast Food Restaurant with Drive-Through                   |         | 934 | 34.64 | 1,000 sf GFA             | 0.50 | 17.32 | 16,419 |
| Quick Lubrication Vehicle Shop                            | 2(c)    | 941 | 5.19  | Servicing Position       | 0.57 | 2.96  | 2,804  |
| Automobile Care Center                                    | 1, 2(c) | 942 | 3.38  | 1,000 sf GLA             | 0.57 | 1.93  | 1,826  |
| Automobile Parts and Service Center                       | 1, 2(c) | 943 | 4.46  | 1,000 sf GLA             | 0.57 | 2.54  | 2,410  |
| Gasoline/Service Station                                  |         | 944 | 13.86 | Vehicle Fueling Position | 0.58 | 8.04  | 7,621  |
| Gasoline/Service Station w/ Convenience Market            |         | 945 | 13.38 | Vehicle Fueling Position | 0.44 | 5.89  | 5,581  |
| Gasoline/Service Station w/ Convenience Market & Car Wash | 2(h)    | 946 | 13.33 | Vehicle Fueling Position | 0.44 | 5.87  | 5,560  |
| Self-Service Car Wash                                     | 2(h)    | 947 | 5.54  | Wash Stall               | 0.44 | 2.44  | 2,311  |

**Office**

|                                 |   |     |      |              |      |      |       |
|---------------------------------|---|-----|------|--------------|------|------|-------|
| General Office Building         | 3 | 710 | 1.49 | 1,000 sf GFA | 1.00 | 1.49 | 1,413 |
| Corporate Headquarters Building | 3 | 714 | 1.40 | 1,000 sf GFA | 1.00 | 1.40 | 1,327 |

**Table 19.35-2  
Schedule of Transportation Impact Fees**

| Land Use Category – Trip Generation, 7 <sup>th</sup> Edition* | Notes | ITE Land Use Code | ITE Average PM Peak Hour Trip Rate (1) | Unit** | Pass-By Trip Reduction Factor*** (2) | Net New Trip Rate (3) | Impact Fee Per Unit (4) |
|---|-------|-------------------|--|--------|--------------------------------------|-----------------------|-------------------------|
|---|-------|-------------------|--|--------|--------------------------------------|-----------------------|-------------------------|

**Office (cont)**

|                                 |   |     |       |              |      |       |        |
|---------------------------------|---|-----|-------|--------------|------|-------|--------|
| Single Tenant Office Building   | 3 | 715 | 1.73  | 1,000 sf GFA | 1.00 | 1.73  | 1,640  |
| Medical Dental Office Building  | 3 | 720 | 3.72  | 1,000 sf GFA | 1.00 | 3.72  | 3,527  |
| Government Office Building      | 1 | 730 | 1.20  | 1,000 sf GFA | 1.00 | 1.20  | 1,138  |
| United States Post Office       |   | 732 | 10.89 | 1,000 sf GFA | 1.00 | 10.89 | 10,324 |
| Office Park                     | 3 | 750 | 1.50  | 1,000 sf GFA | 1.00 | 1.50  | 1,422  |
| Research and Development Center | 3 | 760 | 1.08  | 1,000 sf GFA | 1.00 | 1.08  | 1,024  |
| Business Park                   | 3 | 770 | 1.29  | 1,000 sf GFA | 1.00 | 1.29  | 1,223  |

**Industrial**

|                          |   |     |      |              |      |      |     |
|--------------------------|---|-----|------|--------------|------|------|-----|
| General Light Industrial | 3 | 110 | 0.98 | 1,000 sf GFA | 1.00 | 0.98 | 929 |
| General Heavy Industrial | 1 | 120 | 0.88 | Employee     | 1.00 | 0.88 | 834 |
| Industrial Park          |   | 130 | 0.86 | 1,000 sf GFA | 1.00 | 0.86 | 815 |
| Manufacturing            | 3 | 140 | 0.74 | 1,000 sf GFA | 1.00 | 0.74 | 702 |
| Warehousing              | 3 | 150 | 0.47 | 1,000 sf GFA | 1.00 | 0.47 | 446 |
| Mini-Warehouse           |   | 151 | 0.26 | 1,000 sf GFA | 1.00 | 0.26 | 246 |
| Utilities                | 1 | 170 | 0.76 | 1,000 sf GFA | 1.00 | 0.76 | 720 |

**Port and Terminal**

|                                    |   |    |      |               |      |      |     |
|------------------------------------|---|----|------|---------------|------|------|-----|
| Truck Terminal                     | 1 | 30 | 0.55 | Employee      | 1.00 | 0.55 | 521 |
| Park-and-Ride Lot with Bus Service | 3 | 90 | 0.62 | Parking Space | 1.00 | 0.62 | 588 |

\*Trip Generation, Institute of Transportation Engineers, 7<sup>th</sup> Edition, 2003

\*\*Abbreviations include: GFA = Gross Floor Area, sf = square feet, and GLA = Gross Leasable Area

\*\*\*The Pass-By Trip Reduction Factor reduces the Average Trip Rate based on average Pass-By trip percentages in the *ITE Trip Generation Handbook* (2<sup>nd</sup> Edition, 2004).

NET NEW TRIP RATE CALCULATION:

|                   |   |                              |   |                       |
|-------------------|---|------------------------------|---|-----------------------|
| ITE Trip Rate (1) | X | Pass-By Reduction Factor (2) | = | Net New Trip Rate (3) |
|-------------------|---|------------------------------|---|-----------------------|

IMPACT FEE CALCULATION:

|                       |   |                                 |   |  |
|-----------------------|---|---------------------------------|---|--|
| Net New Trip Rate (3) | X | \$948 Per New PM Peak Hour Trip | = | Impact Fee per Unit of Development (4) |
|-----------------------|---|---------------------------------|---|--|

NOTES:

- (1) *Trip Generation* (7<sup>th</sup> Edition, 2003) has less than 6 studies supporting this average rate. Applicants are strongly encouraged to conduct, at their own expense, independent trip generation studies in support of their application.
- (2) No pass-by rates are available. Pass-by rates were estimated from other similar uses.

| Code  | Land Use   | Pass-By | Trip Reduction Factor |
|-------|--|---------|-----------------------|
| 2 (a) | No Data Available 25% Estimated Pass-by              |         | 0.75                  |
| 2 (b) | Shopping Center (850)                                | 0.66    |                       |
| 2 (c) | Auto Parts Sales (843)                               |         | 0.57                  |
| 2 (d) | Bank/Drive-in (912)                                  |         | 0.53                  |
| 2 (e) | Tire Store (848)                                     |         | 0.72                  |
| 2 (f) | Discount Supermarket (854)                           |         | 0.77                  |
| 2 (g) | Fast Food Restaurant with Drive-Through (934)        |         | 0.50                  |
| 2 (h) | Gasoline/Service Station w/ Convenience Market (945) |         | 0.44                  |
| 2 (i) | Convenience Market (24 Hr) (851)                     | 0.39    |                       |

(3) Alternatively, the PM peak hour trip regression equation in *Trip Generation* can be used instead of the average trip rate identified in the table. However, the equation must be used according to the instructions in *Trip Generation*.

(4) No Average PM peak hour trip rate available. Need to perform own PM peak hour traffic count for the identified land use to calculate impact fee.

(5) ITE *Trip Generation* (7<sup>th</sup> Edition, 2003) equation used instead of trip rate.

***Note: The information in this document is a retyped version of the chart and notes that were adopted by Ord. 493, 2009***





# Burien

Washington, USA

400 SW 152<sup>nd</sup> Street, Suite 300. Burien, WA 98166

Phone: (206) 248-5520 • FAX: (206) 248-5539

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## Community Development Permit Fees and Engineering Review Deposit Schedule

Effective January 1, 2016

Resolution 297

### EXHIBIT B

| LAND USE PERMIT FEE SCHEDULE  |   |
|---|---|
| Type  | Fee   |
| Appeal to City Council or Hearing Examiner                                    | \$ 314  |
| Binding Site Plan, Minor  | \$ 1,689 + Costs  |
| Binding Site Plan, Major  | \$ 5,628 + Costs  |
| Building Permit - Planning Review   | \$ 151 + Costs  |
| Comprehensive Plan Map Amendment  | \$ 1,878 + Costs  |
| Comprehensive Plan Text Amendment   | \$ 1,252 + Costs  |
| Critical Area Reviews   |   |
| • Administrative Review Process   | \$ 151 + Costs  |
| • Type 1 Review Process   | \$ 2,439 + Costs  |
| • Additional Fee For Flood Hazard Area  | \$ 1,252 + Costs  |
| Director Approvals  | \$ 188 + Costs  |
| Land Use Review, Type 1   | \$ 2,439+ Costs   |
| Impact Fee Deferral Administrative Fee  | \$ 50   |
| Land Use Review, Type 2   | \$ 4,127 + Costs  |
| Land Use Review, Type 3   | \$ 5,191 + Costs  |
| Lot Line Adjustment   | \$ 625 + Costs  |
| Master Sign Plan  | \$ 345 + Costs  |
| Multi-Family Tax Exemption (DC Zone):   |   |
| • Application   | \$ 625+ \$ 33/unit (maximum \$ 1,751 total)   |
| • Contract Amendment  | \$ 439  |
| • Extension of Conditional Certificate  | \$ 314  |
| • County Recording and Processing Fees  | Fees are established by County  |
| Park /Open Space Mitigation Fees (For Subdivisions/Multi-Family Developments) | Determined on a project-by-project basis.   |
| Pre-application meeting   | \$ 314 (will be credited toward application fee if application filed within 6 months) |
| Quasi-Judicial Rezone   | \$ 5,191 + Costs  |
| Road Standards Variance   | + Costs only (Review Time)  |
| Road Vacations  | \$ 2,032 + Costs  |
| Shoreline, Substantial Development Permit, Conditional Use or Variance        | \$ 1,219 + Costs  |
| Shoreline, Exemption  | \$ 156 + Costs  |
| Short Plats, Preliminary  | \$ 2,439 + Costs  |
| Short Plats, Final  | \$ 1,689 + Costs  |
| Sign Permit—Planning Review   | \$ 76   |
| Special Event Sign Permit   | \$ 39 except schools, public uses and non-profit organizations                        |
| Subdivision, Alteration/Vacation—Type 1 Review Process                        | \$ 2,439 + Costs  |
| Subdivision, Alteration/Vacation—Type 3 Review Process                        | \$ 5,191 + Costs  |
| Subdivision, Preliminary  | \$ 5,628 + Costs  |
| Subdivision, Final  | \$ 1,689 + Costs  |
| Temporary Use Permit  | \$ 314 + Costs  |
| Vegetation Management Plan Review (Tree Removal/Pruning Permit)               | \$ 218 + Costs  |
| Zoning Compliance Letter  | \$ 82   |

**LEGEND**

1. + Costs: The Land Use Permit Fee Schedule includes within the application base fee the ordinary costs associated with project review by Community Development Department Staff. In addition to the application fee, the applicant shall deposit the minimum amounts required for engineering review in accordance with the schedule set forth. The City may draw upon such deposits at the rate of \$ 82.00 for each hour of engineering review. The applicant shall replenish such deposits when the reimbursable costs for engineering review meet or exceed the amount deposited.

In addition to the application base fee and engineering fees, the applicant shall, by mutual agreement, reimburse the City for the costs of professional engineers and other consultants hired by the City to review and inspect the applicant's proposal when the City is unable to do so with existing in-house staff. These professional services may include, but are not limited to: engineering, traffic engineering, legal, planning, hearing examiner, environmental review, financial, accounting, soils, mechanical and structural engineering. The City may require the applicant to deposit an amount with the City to cover anticipated costs of retaining professional consultants.

In the event that a project requires special staff analysis beyond that which is included in the base fee, the applicant shall reimburse the City at a rate of \$ 82.00 per hour for this extra staff time. The City may require the applicant to deposit an amount with the City to cover anticipated costs of performing special staff analysis.

2. For site development inspections, including inspections required by NPDES Phase 2 permit, the applicant shall provide a \$ 486.00 base fee plus the applicant shall reimburse the City at the rate of \$82.00 per hour for additional inspection time beyond the 6 hours included in the \$ 486.00 base fee.

| <b>ENGINEERING REVIEW DEPOSITS FOR PUBLIC WORKS</b>                            |                                   |
|--|-----------------------------------|
| <b>Item</b>  | <b>Engineering Review Deposit</b> |
| Short plats  | \$ 1,634                          |
| Critical Area Review   | \$ 2,177                          |
| Plats 10 lots or less  | \$ 2,722                          |
| Plats more than 10 lots  | \$ 4,355                          |
| Multi-Family & commercial project less than 4,000.00 square feet building area | \$ 2,177                          |
| Multi-Family & commercial project more than 4,000.00 square feet building area | \$ 3,266                          |

**Notes:**

1. These amounts are the minimum deposit required.
2. Actual engineering review costs may differ from the deposits required above. If the actual engineering review costs are less, the balance of the engineering deposit will be returned. Additional deposits and/or full payment will be required if actual engineering review costs exceed the deposit.

**BUILDING PERMIT FEE SCHEDULE***Permit fees are computed on the basis of project valuation plus Review Fees.*

| Project Valuation   | Fee Amount   |
|---|--|
| \$1 - \$ 2,000  | \$ 82.00   |
| \$2,000.01 - \$25,000   | \$ 82.00 for the first \$ 2,000 + \$ 16.00 for each additional \$ 1,000 or fraction thereof, to and including \$ 25,000        |
| \$25,000.01 - \$50,000  | \$ 450.00 for the first \$ 25,000 + \$ 12.00 for each additional \$ 1,000 or fraction thereof, to and including \$50,000       |
| \$50,000.01 - \$100,000   | \$ 750.00 for the first \$ 50,000 + \$ 8.00 for each additional \$ 1,000 or fraction thereof, to and including \$ 100,000      |
| \$100,000.01 - \$500,000  | \$ 1,150.00 for the first \$ 100,000 + \$ 6.45 for each additional \$ 1,000 or fraction thereof, to and including \$ 500,000   |
| \$500,000.01 - \$1,000,000                                      | \$ 3,730.00 for the first \$ 500,000 + \$ 5.50 for each additional \$ 1,000 or fraction thereof, to and including \$ 1,000,000 |
| \$1,000,000.01 & up   | \$ 6,480.00 for the first \$ 1,000,000 + \$ 4.30 for each additional \$ 1,000 or fraction thereof                              |
| Plan Review Fee   | 65% of the Permit Fee – minimum \$ 82.00   |
| Plan Review for revisions / Modifications / Deferred Submittals | \$ 82.00 per hour review fee   |
| Inspection or plan review not otherwise included or specified   | \$ 82.00 per hour  |
| Reinspection  | \$ 82.00 per hour  |
| Demolition Permit   | Flat fee: \$ 110.00  |
| Clear and Grade Permit  | Same as Building Permit Fees   |
| Reroof: Commercial  | Same as Building Permit Fees   |
| Reroof: Residential   | Flat Fee: \$ 110.00  |
| Damage Assessment Inspection                                    | \$ 82.00 per hour  |
| Site Development and NPDES Inspection                           | \$ 486 + Costs   |
| Planning Review Fee   | \$ 151.00  |
| Public Works Drainage Review Fee                                | \$ 82.00   |
| State Building Code Council Surcharge                           | \$ 4.50 each building permit, plus \$ 2.00 for each additional unit in a Multi-Family residential building.                    |

| <b>MECHANICAL PERMIT FEE SCHEDULE – Single Family Dwellings</b>             |  |
|---|--|
| New single-family dwelling  | \$ 192.00                                |
| Each new one family dwelling within a two-family dwelling or townhome       | \$ 192.00 each                           |
| New installation (existing dwelling with no existing ducting or venting)    | \$ 192.00                                |
| <b>Additions and Remodels</b>   |  |
| Each new or replaced appliance*   | \$ 64.00                                 |
| More than two new or replaced appliances*                                   | \$ 192.00                                |
| Gas piping only (no equipment or appliances)                                | \$ 64.00                                 |
| Plan Review Fee   | 65% of the Permit Fee – Minimum \$ 82.00 |
| Plan Review for revisions / modifications                                   | \$ 82.00 per hour review fee             |
| Inspection, reinspection or plan review not otherwise included or specified | \$ 82.00 per hour                        |

(\*Gas piping included)

| <b>MECHANICAL PERMIT FEE SCHEDULE – Multi-Family and Commercial</b>                 |  |
|---|--|
| <i>Permit fees are computed on the basis of project valuation plus Review Fees.</i> |  |
| <b>Project Valuation</b>  | <b>Fee Amount</b>  |
| \$1 - \$ 2,000  | \$ 82.00   |
| \$2,000.01 - \$25,000   | \$ 82.00 for the first \$ 2,000 + \$ 16.00 for each additional \$ 1,000 or fraction thereof, to and including \$ 25,000        |
| \$25,000.01 - \$50,000  | \$ 450.00 for the first \$ 25,000 + \$ 12.00 for each additional \$ 1,000 or fraction thereof, to and including \$50,000       |
| \$50,000.01 - \$100,000   | \$ 750.00 for the first \$ 50,000 + \$ 8.00 for each additional \$ 1,000 or fraction thereof, to and including \$ 100,000      |
| \$100,000.01 - \$500,000  | \$ 1,150.00 for the first \$ 100,000 + \$ 6.45 for each additional \$ 1,000 or fraction thereof, to and including \$ 500,000   |
| \$500,000.01 - \$1,000,000  | \$ 3,730.00 for the first \$ 500,000 + \$ 5.50 for each additional \$ 1,000 or fraction thereof, to and including \$ 1,000,000 |
| \$1,000,000.01 & up   | \$ 6,480.00 for the first \$ 1,000,000 + \$ 4.30 for each additional \$ 1,000 or fraction thereof                              |
| Plan Review Fee   | 65% of the Permit Fee – Minimum \$ 82.00   |
| Plan Review for revisions / modifications   | \$ 82.00 per hour review fee   |
| Inspection or plan review not otherwise included or specified                       | \$ 82.00 per hour  |
| Reinspection  | \$ 82.00 per hour  |

**PLUMBING PERMIT FEE SCHEDULE - Single-Family Dwellings**

|   |   |
|---|---|
| New single-family dwelling  | \$ 192.00                               |
| Each new one family dwelling within a two-family dwelling or townhome | \$ 192.00 each                          |
| Additions and Remodels  |   |
| Each new or replaced fixture  | \$ 64.00                                |
| More than two new or replaced fixtures                                | \$ 192.00                               |
| Plan Review Fee   | 65% of the Permit Fee– Minimum \$ 82.00 |
| Plan Review for revisions / modifications                             | \$ 82.00 per hour review fee            |
| Inspection or plan review not otherwise included or specified         | \$ 82.00 per hour                       |
| Reinspection  | \$ 82.00 per hour                       |

**PLUMBING PERMIT FEES SCHEDULE – Multi-Family and Commercial**

*Permit fees are computed on the basis of project valuation plus Review Fees.*

| Project Valuation   | Fee Amount   |
|---|--|
| \$1 - \$ 2,000  | \$ 82.00   |
| \$2,000.01 - \$25,000   | \$ 82.00 for the first \$ 2,000 + \$ 16.00 for each additional \$ 1,000 or fraction thereof, to and including \$ 25,000        |
| \$25,000.01 - \$50,000  | \$ 450.00 for the first \$ 25,000 + \$ 12.00 for each additional \$ 1,000 or fraction thereof, to and including \$50,000       |
| \$50,000.01 - \$100,000   | \$ 750.00 for the first \$ 50,000 + \$ 8.00 for each additional \$ 1,000 or fraction thereof, to and including \$ 100,000      |
| \$100,000.01 - \$500,000  | \$ 1,150.00 for the first \$ 100,000 + \$ 6.45 for each additional \$ 1,000 or fraction thereof, to and including \$ 500,000   |
| \$500,000.01 - \$1,000,000  | \$ 3,730.00 for the first \$ 500,000 + \$ 5.50 for each additional \$ 1,000 or fraction thereof, to and including \$ 1,000,000 |
| \$1,000,000.01 & up   | \$ 6,480.00 for the first \$ 1,000,000 + \$ 4.30 for each additional \$ 1,000 or fraction thereof                              |
| Plan Review Fee   | 65% of the Permit Fee – Minimum \$ 82.00   |
| Plan Review for revisions / modifications                                   | \$ 82.00 per hour review fee   |
| Inspection, reinspection or plan review not otherwise included or specified | \$ 82.00 per hour  |

| <b>ELECTRICAL PERMIT FEES - Single-Family Dwellings</b>                     |  |
|---|--|
| New single-family dwelling  | \$ 123.00                                |
| Each new one family dwelling within a two-family dwelling or townhome       | \$ 123.00 each                           |
| Solar Photo-Voltaic Installations   | \$ 123.00                                |
| Garages, Pools, Spas, and Outbuildings                                      | \$ 88.00                                 |
| Low Voltage Systems   | \$ 79.00                                 |
| Single Family Remodel and Service Changes                                   |  |
| Adding or extending 0-5 circuits  | \$ 88.00                                 |
| Adding or extending 6 or more circuits                                      | \$ 123.00                                |
| Service Reactivation  | \$ 59.00                                 |
| Temporary Service   | \$ 59.00                                 |
| Mobile Home Service   | \$ 59.00                                 |
| Plan Review Fee   | 25% of the Permit Fee – Minimum \$ 82.00 |
| Plan Review for revisions / modifications                                   | \$ 82.00 per hour review fee             |
| Inspection, reinspection or plan review not otherwise included or specified | \$ 82.00 per hour                        |

| <b>ELECTRICAL &amp; LOW VOLTAGE PERMIT FEE SCHEDULE – Multi-Family and Commercial</b> |   |
|---|---|
| <i>Permit fees are computed on the basis of project valuation plus Review Fees.</i>   |   |
| <b>Project Valuation</b>  | <b>Fee Amount</b>                                   |
| \$ 1 - \$1,000  | \$ 82.00  |
| \$1,000.01 - \$5,000  | \$ 82.00 plus 2.13% of the cost over \$ 1,000       |
| \$5,000.01 - \$50,000   | \$ 167.20 plus 1.59% of the cost over \$ 5,000      |
| \$50,000.01 - \$250,000   | \$ 883.00 plus 1.16% of the cost over \$ 50,000     |
| \$250,000.01 - \$1,000,000  | \$ 3,203.00 plus 0.92% of the cost over \$ 250,000  |
| \$1,000,000.01 & up   | \$ 10,103. plus 0.51% of the cost over \$ 1,000,000 |
| Plan Review Fee   | 25% of the Permit Fee – Minimum \$ 82.00            |
| Plan Review for revisions / modifications   | \$ 82.00 per hour review fee                        |
| Inspection, reinspection or plan review not otherwise included or specified           | \$ 82.00 per hour                                   |
| Temporary Service   | \$ 59.00  |
| Service Reactivation  | \$ 59.00  |
| Electrical Safety Inspection  | \$ 134.00   |
| Mobile Home Service   | \$ 59.00  |
| Carnivals   |   |
| Base Fee  | \$ 76.00  |
| Each Concession   | \$ 14.00  |

**FIRE SERVICE PERMIT FEE SCHEDULE – (FIRE SPRINKLER & ALARM SYSTEMS)***Permit fees are computed on the basis of project valuation plus Review Fees.*

| Project Valuation   | Fee Amount   |
|---|--|
| \$1 - \$ 2,000  | \$ 82.00   |
| \$2,000.01 - \$25,000   | \$ 82.00 for the first \$ 2,000 + \$ 16.00 for each additional \$ 1,000 or fraction thereof, to and including \$ 25,000        |
| \$25,000.01 - \$50,000  | \$ 450.00 for the first \$ 25,000 + \$ 12.00 for each additional \$ 1,000 or fraction thereof, to and including \$50,000       |
| \$50,000.01 - \$100,000   | \$ 750.00 for the first \$ 50,000 + \$ 8.00 for each additional \$ 1,000 or fraction thereof, to and including \$ 100,000      |
| \$100,000.01 - \$500,000  | \$ 1,150.00 for the first \$ 100,000 + \$ 6.45 for each additional \$ 1,000 or fraction thereof, to and including \$ 500,000   |
| \$500,000.01 - \$1,000,000  | \$ 3,730.00 for the first \$ 500,000 + \$ 5.50 for each additional \$ 1,000 or fraction thereof, to and including \$ 1,000,000 |
| \$1,000,000.01 & up   | \$ 6,480.00 for the first \$ 1,000,000 + \$ 4.30 for each additional \$ 1,000 or fraction thereof                              |
| Plan Review Fee   | 65% of the Permit Fee – minimum \$ 82.00   |
| Plan Review for revisions / modifications / deferred submittals                                     | \$ 82.00 per hour review fee   |
| Intake Fee for revisions / modifications / deferred submittals when no plan review fee is collected | \$ 82.00   |





## Impact Fee Deferral Application

400 SW 152<sup>nd</sup> Street, Suite 300 Burien, WA 98166  
Phone: (206) 241-4647 • FAX: (206) 248-5539  
www.burienwa.gov

File Number

### Impact Fee Deferral

Pursuant to Revised Code of Washington (RCW) 82.02.050(3) and City of Burien Ordinance No. 646, a developer/applicant may request that payment of impact fees be deferred until: (1) final inspection; (2) issuance of the Certificate of Occupancy or equivalent certification; or (3) the closing of the first sale of the property after the issuance of the applicable building permit, whichever comes first; provided that the term of the impact fee deferral shall not exceed 18 months from the date of building permit issuance.

#### IMPACT FEE DEFERRAL PROCESS

1. The applicant may begin the fee deferral process at any time in advance of building permit issuance. The process begins by requesting a calculation of the impact fee(s) from staff at the permit counter. The impact fee is calculated based on the fee schedule in effect at the time this application is submitted to the City. Impact fees do not vest and are subject to change.
2. The applicant must grant and record a deferred impact fee lien, on a form provided by the City, against the property in favor of the City in the amount of the deferred impact fee. This lien will be released upon payment of the impact fee. The lien must include the legal description of the property, tax parcel number and address of the property. The lien must also be notarized and signed by all of the individuals listed on the title to the property. The applicant must provide the City with a copy of a current Title Report (created within 30 days of the recording of the lien) for verification.

If the property is owned by a company, partnership, corporation, or other entity, then the lien must be signed by an authorized company representative and documentation must be provided verifying this individual's authority to sign. The applicant must [record the lien](#) with the King County Recorder's Office and is responsible for any [fees](#) associated with the recording of the lien and for complying with the requirements of the King County Recorder's Office.

3. The applicant may then submit the Impact Fee Deferral Request form along with a copy of the recorded lien and pay a non-refundable \$50 administration fee at the permit counter.

4. Payment of the impact fee is due at the permit counter prior to: (1) final inspection; (2) issuance of the Certificate of Occupancy or equivalent certification; or (3) the closing of the first sale of the property after the issuance of the applicable building permit, whichever comes first and further provided that the term of the impact fee deferral shall not exceed 18 months from the date of building permit issuance. Once payment is received, the City will issue a lien release document that the applicant may file with the King County Recorder's Office. The applicant is responsible for any [fees](#) associated with releasing the lien.

#### **THINGS TO KNOW**

- Impact fees do not vest and, therefore, are subject to change. To check the current transportation and school impact fees amount, please call Burien Community Development: (206) 248-5510.
- An applicant is entitled to defer impact fees for no more than 20 single family dwelling unit building permits per year in the City.
- Buildings cannot be occupied until impact fees are paid and final inspection has occurred. Temporary certificates of occupancy will NOT be issued until any deferred impact fees are paid.
- In the event that the deferred impact fee is not paid within the 18-month timeframe, the City may pursue foreclosure proceedings under the process set forth in Chapter 61.12 RCW. The property owners will be responsible for all costs incurred in foreclosure proceedings, including reasonable attorneys' fees.

*[This section to be completed by City of Burien Community Development staff]*

|                                    |                                |
|------------------------------------|--------------------------------|
| <b>Impact Fee Calculation</b>      | <b>Building Permit Issued:</b> |
| Total fees due: _____              | <b>Impact Fee Due Date:</b>    |
| Staff Signature: _____ Date: _____ |                                |

### IMPACT FEE DEFERRAL APPLICATION FORM

#### Ownership information

Property Owner(s)/Lien Grantor(s) (list full legal name(s)/corporate identities of all owners listed on the title):

\_\_\_\_\_  
\_\_\_\_\_

Preferred contact person: \_\_\_\_\_

Mailing address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

Applicant Name: \_\_\_\_\_

Contractor registration number: \_\_\_\_\_

Mailing address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

#### Property Information

Property Address: \_\_\_\_\_

Building permit number: \_\_\_\_\_ Parcel Number: \_\_\_\_\_

Legal description of the property (please attach as Exhibit A)

**WHEN RECORDED, RETURN TO:**

**City of Burien  
400 SW 152<sup>nd</sup> Street, Suite 300  
Burien, WA 98166**

**AGREEMENT FOR LIEN FOR DEVELOPMENT IMPACT FEES**

**Lien for Benefit of Grantee:** City of Burien, a municipal corporation

**Person(s) Indebted to Grantee (“Grantor(s)”):** \_\_\_\_\_

**Reference Number(s) of Related Document(s):** \_\_\_\_\_

**Impact Fee Deferral Application Number:** \_\_\_\_\_

**Principal Amount of the Lien for Development Impact Fees:** \_\_\_\_\_

**Assessor’s Tax Parcel Number:** \_\_\_\_\_

**Legal Description (Abbreviated):** \_\_\_\_\_

**Full legal description:** See Exhibit A attached.

---

This AGREEMENT FOR LIEN FOR DEVELOPMENT IMPACT FEES (“Agreement”) is made and entered into this \_\_\_\_ day of \_\_\_\_\_, 2015, by and between \_\_\_\_\_ (“Grantor”) and the CITY OF BURIEN, a Washington municipal corporation (“City” or “Grantee”).

I/we hereby request deferral of payment of impact fees associated with building permit # \_\_\_\_\_ and agree that impact fees of \$ \_\_\_\_\_ are due to the City of Burien prior to (1) final building inspection conducted by the City, (2) issuance of the certificate of occupancy or (3) the closing of the first dale of the property after issuance of the building permit, whichever comes first; provided that the term of the impact fee deferral shall not exceed 18 months from the date of building permit issuance.

The City of Burien hereby claims a Lien for Development Impact Fees (which may include school and/or transportation impact fees), against the above described real property.

This agreement runs with the land and creates an obligation on behalf of the Grantor and owners of the affected real property. The agreement is binding on successors and assigns of the Grantor. The Grantor shall record this agreement in the King County property records and submit copy of recording to the City.

The Grantor agrees and acknowledges that the City will not perform a final inspection on the property until the impact fees are paid. The Grantor acknowledges that the building cannot and will not be occupied prior to final inspection and issuance of a certificate of occupancy. The Grantor also acknowledges that the City and/or the Highline School District may pursue foreclosure proceedings if the impact fees are not paid.

The lien amount is due and owing to the City upon: (1) final building inspection conducted by the City; (2) issuance of the certificate of occupancy; or (3) closing of sale of the above-described real property by the escrow agent from the proceeds of sale, whichever comes first. The term of the impact fee deferral shall not exceed 18 months. All payments shall be made payable to the City and shall be directed to the City of Burien Community Development Permit Center, 400 SW 152<sup>nd</sup> Street, Suite 300, Burien, WA 98166.

Upon payment of the impact fees, the City agrees to execute a Release of Lien, substantially in the form attached hereto as Exhibit B. The Grantor may, at his or her own expense, record the Release of Lien.

DATED this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

**CITY OF BURIEN,  
GRANTEE/LIENHOLDER**

By: \_\_\_\_\_  
Title: Director of Community Development  
Address: 400 SW 152<sup>nd</sup> Street, Suite 300  
Burien, WA 98166

DATED this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

**GRANTOR(S)**

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Signature*



**EXHIBIT A**

**(Full Legal Description of Property)**



**CITY OF BURIEN  
AGENDA BILL**

|  |   |  |
|--|---|--|
| <b>Agenda Subject:</b> Discuss and Authorize the Mayor to sign the King County-Cities Climate Collaboration (K4C) Joint Letter of Commitment   |   | <b>Meeting Date:</b><br>July 18, 2016                                    |
| <b>Department:</b><br>Public Works   | <b>Attachments:</b><br>1. <a href="#">Draft Resolution No. 378</a>  | <b>Fund Source:</b><br>N/A   |
| <b>Contact:</b> Mary Eidmann   |   | <b>Activity Cost:</b> N/A  |
| <b>Telephone:</b><br>(206) 248-5511  |   | <b>Amount Budgeted:</b> N/A<br><b>Unencumbered Budget Authority:</b> N/A |
| <b>Adopted Initiative:</b><br>No   | <b>Initiative Description:</b>  |  |
| <b>PURPOSE/ REQUIRED ACTION:</b><br>The purpose of this item is to discuss and approve the attached Resolution authorizing the Mayor to sign the King County-Cities Climate Collaboration (K4C) Joint Letter of Commitment.  |   |  |
| <b>BACKGROUND (Include prior Council action &amp; discussion):</b><br>The Joint Letter of Commitment was developed in partnership with K4C and the Climate Solutions New Energy Cities program, and vetted in two Mayoral Climate Summits hosted by King County. Burien is a member of the K4C along with 12 other cities in King County.<br><br>Reducing the impacts of climate change requires action at multiple levels of government over a long period of time. Burien increases its effectiveness by participating in group actions that both strengthen policy positions where necessary, and by jointly developing programs or applying for grant funding as a multi-city body. Participation in collaborative climate action positively impacts grant attraction for both climate- and non-climate- related project funding. The Joint Letter of Commitment articulates greenhouse gas reduction strategies for different policy areas, intended to meet the greenhouse gas reduction goals approved by the King County Growth Management Planning Council in July 2014. Principle No. 11 on page 3 of the Joint Letter of Commitment notes that cities are not expected to pursue every catalytic action listed in the letter, providing flexibility for individual city implementation. |   |  |
| <b>OPTIONS (Including fiscal impacts):</b><br>1. Approve Resolution No. 378 declaring support for the King-County Cities Climate Collaboration (K4C) Joint Letter of Commitment and authorizing the Mayor to sign the letter.<br>2. Do not approve Resolution No. 378.   |   |  |
| <b>Administrative Recommendation:</b><br>Approve Resolution No. 378 declaring support for the King-County Cities Climate Collaboration (K4C) Joint Letter of Commitment and authorize the Mayor to sign the letter.  |   |  |
| <b>Advisory Board Recommendation:</b><br>N/A   |   |  |
| <b>Suggested Motion:</b><br>Move to approve Resolution No. 378 declaring support for the King-County Cities Climate Collaboration (K4C) Joint Letter of Commitment and authorize the Mayor to sign the letter.   |   |  |
| <b>Submitted by:</b><br>Administration    | City Manager            |  |
| <b>Today's Date:</b> July 12, 2016   | <b>File Code:</b> <a href="#">R:\CC\Agenda Bill 2016\071816pw-1 K4C Joint Letter of Commitment - 1.docx</a> |  |



CITY OF BURIEN, WASHINGTON

RESOLUTION NO. 378

A RESOLUTION OF THE CITY OF BURIEN, WASHINGTON, AUTHORIZING THE CITY MANAGER TO SIGN THE KING COUNTY-CITIES CLIMATE COLLABORATION JOINT LETTER OF COMMITMENT

WHEREAS, scientific consensus agrees that climate change is an urgent threat to the environmental and economic health of our communities; and

WHEREAS, climate change is predicted to impact both global and local conditions, including increased storm water flows, flooding and forest fires; and

WHEREAS, addressing climate change will require long-term, collaborative action at multiple levels of government; and

WHEREAS, the City Council of the City of Burien supports the goals of the King County-Cities Climate Collaboration Joint of Letter of Commitment, a copy of which is attached;

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

Section 1. The City Council of the City of Burien hereby declares its support for the King County-Cities Climate Collaboration Joint Letter of Commitment, and authorizes the Mayor to sign the letter on behalf of the City of Burien.

Section 2. Effective Date. This resolution shall take effect immediately upon passage by the Burien City Council.

ADOPTED BY THE CITY COUNCIL OF THE CITY OF BURIEN, WASHINGTON, AT A REGULAR MEETING THEREOF THIS \_\_\_ DAY OF \_\_\_, 2016.

CITY OF BURIEN

Lucy Krakowiak, Mayor

ATTEST/AUTHENTICATED:

Monica Lusk, City Clerk

Approved as to form:

---

Lisa Marshall, City Attorney

Filed with the City Clerk:  
Passed by the City Council:  
Resolution No. 378



## Joint Letter of Commitment: Climate Change Actions in King County

Climate change is a paramount challenge of this generation and has far-reaching and fundamental consequences for our economy, environment, public health, and safety.

Across King County and its cities, we are already experiencing the impacts of climate change: warming temperatures, acidifying marine waters, rising seas, decreasing mountain snowpack, and less water in streams during the summer.



These changes have the potential for significant impacts to public and private property, resource based economies like agriculture and forestry, and to residents' health and quality of life.

The decisions we make locally and regionally, such as where our communities will grow and how they will be served by transportation, will set the stage for success or failure in reducing carbon pollution, making sound long-term investments, and ensuring our communities are livable and resilient to climate change impacts.

Current science indicates that to avoid the worst impacts of global warming we need to reduce global greenhouse gas emissions sharply. The King County Growth Management Planning Council – a formal body of elected officials from across King County - voted unanimously on July 23, 2014 to adopt a shared target to reduce countywide sources of greenhouse gas (GHG) emissions, compared to a 2007 baseline, by 25% by 2020, 50% by 2030, and 80% by 2050.

Based on our shared assessment of emissions in King County, and review of potential strategies to reduce emissions, we believe that these targets are ambitious but achievable.

Building on the work of the King County-Cities Climate Collaboration (K4C) - a partnership between the County and cities to coordinate and enhance local government climate and sustainability efforts – more than a dozen cities and the County came together in the first half of 2014 to chart opportunities for joint actions to reduce GHG emissions and accelerate progress towards a clean and sustainable future.

The attached **Principles for Collaboration** and **Joint County-City Climate Commitments** are focused on practical, near-term, collaborative opportunities between cities and King County. These shared commitments build on the significant work that many of our cities and County are already taking. By signing this letter, we pledge our support for the shared vision that these principles and actions represent. Our cities commit to actively pursue those strategies and catalytic actions where our jurisdictions can make the most impact given our size, location, and development patterns.

Through focused, coordinated action, we will maximize the impact of our individual and shared efforts.





## Elected Officials of King County and King County Cities

Dow Constantine  
King County Executive

Larry Phillips  
King County Council Chair

Bruce Bassett  
Mayor, City of Mercer Island

Matthew Larson  
Mayor, City of Snoqualmie

Shari E. Winstead  
Mayor, City of Shoreline

Jim Haggerton  
Mayor, City of Tukwila

Edward B. Murray  
Mayor, City of Seattle

Denis Law  
Mayor, City of Renton

Amy Walen  
Mayor, City of Kirkland

John Marchione  
Mayor, City of Redmond

Fred Butler  
Mayor, City of Issaquah

Claudia Balducci,  
Mayor, City of Bellevue

Tom Vance  
Mayor, City of Sammamish



## Principles for Collaboration

- 1 Climate change is the paramount challenge of our generation, and has fundamental and far-reaching consequences for our economy, environment, and public health and safety.
- 2 Strong action to reduce GHG emissions is needed, and the time is now.
- 3 Local governments can reduce greenhouse gas (GHG) emissions through many decisions related to transportation and land use, energy and green building, forests and farms, and consumption and materials management.
- 4 Many cities in King County have set individual climate goals and are taking steps to reduce local GHG emissions, and we need to build on this leadership.
- 5 Local solutions need to be implemented in ways that build a cleaner, stronger and more resilient regional economy.
- 6 Progress will require deeper engagement with communities of color and low income, immigrant, and youth populations. These communities can be more vulnerable to the impacts of climate change—from increasing flood risks to rising costs of fossil fuels – and historically less likely to be included in community-scale solutions or as leaders. We are committed to work in ways that are fair, equitable, empowering, and inclusive and that also ensure that low income residents do not bear unfair costs of solutions.
- 7 Federal and state policies and laws can help us achieve our goals, but countywide and local policy, programs and partnerships are needed to fill the existing gap to achieve local GHG targets.
- 8 Progress will require deep partnerships between the County, cities, utilities, businesses, nonprofit organizations, and other public sector agencies.
- 9 King County and nine cities have formed the King County-Cities Climate Collaboration (K4C), and we will work to build on this initial pledge, both in increased action and increased participation from additional cities.
- 10 We can accomplish more with a shared vision and coordinated action; collaboration will increase the efficiency of our efforts and magnify the impact of our strategies beyond what each of us could achieve on our own.
- 11 Our cities support the shared vision that the Joint County-City Climate Commitments represent, but it is not the intention that each city will pursue every catalytic action. Cities and King County will actively pursue strategies where they have the most impact and influence.
- 12 We will reconvene at least annually to share progress. We also dedicate a staff point person from our cities and from the County to help coordinate implementation of the following Joint County-City Climate Commitments, and to serve as a point person to the K4C.

## Joint County-City Climate Commitments ●○○○



### I. Shared Goals

**Pathway:** Adopt science-based countywide GHG reduction targets that help ensure the region is doing its part to confront climate change.

**Catalytic Policy Commitment:** Collaborate through the Growth Management Planning Council, Sound Cities Association, and other partners to adopt countywide GHG emissions reduction targets, including mid-term milestones needed to support long-term reduction goals.

**Catalytic Project or Program:** Build on King County's commitment to measure and report on countywide GHG emissions by sharing this data between cities and partners, establishing a public facing dashboard for tracking progress, and using the information to inform regional climate action.



### II. Climate Policy

**Pathway:** Support strong federal, regional, state, countywide and local climate policy.

**Catalytic Policy Commitment:** Advocate for comprehensive federal, regional and state science-based limits and a market-based price on carbon pollution and other greenhouse gas (GHG) emissions. A portion of revenue from these policies should support local GHG reduction efforts that align with these Joint County-City Climate Commitments, such as funding for transit service, energy efficiency projects, and forest protection and restoration initiatives.



### III. Transportation and Land Use

**Pathway:** For passenger vehicles and light trucks, reduce vehicle miles traveled by 20% below 2012 levels by 2030 and GHG emissions intensity of fuels by 15% below 2012 levels by 2030.

**Catalytic Policy Commitment:** Partner to secure state authority for funding to sustain and grow transit service in King County.

**Catalytic Policy Commitment:** Reduce climate pollution, build our renewable energy economy, and lessen our dependence on imported fossil fuels, by supporting the adoption of a statewide low carbon fuel standard that gradually lowers pollution from transportation fuels.

**Catalytic Policy Commitment:** Focus new development in vibrant centers that locate jobs, affordable housing, and services close to transit, bike and pedestrian options so more people have faster, convenient and low GHG emissions ways to travel.

**Catalytic Project or Program:** As practical, for King County and cities developing transit oriented communities around high capacity light rail and transit projects, adopt the Puget Sound Regional Council's Growing Transit Communities Compact. For smaller cities, participate in programs promoting proven alternative technology solutions such as vehicle electrification, as well as joint carpool and vanpool promotional campaigns.

## Joint County-City Climate Commitments ○●○○



### IV. Energy Supply

**Pathway:** Increase countywide renewable electricity use 20% beyond 2012 levels by 2030; phase out coal-fired electricity sources by 2025; limit construction of new natural gas based electricity power plants; support development of increasing amounts of renewable energy sources.

**Catalytic Policy Commitment:** Build on existing state renewable energy commitments including the Washington State Renewable Portfolio Standard (RPS) to partner with local utilities, state regulators and other stakeholders on a countywide commitment to renewable energy resources, including meeting energy demand through energy efficiency improvements and phasing out fossil fuels.

**Catalytic Project or Program:** In partnership with utilities, develop a package of county and city commitments that support increasingly renewable energy sources, in areas such as community solar, green power community challenges, streamlined local renewable energy installation permitting, district energy, and renewable energy incentives.



### V. Green Building and Energy Efficiency

**Pathway:** Reduce energy use in all existing buildings 25% below 2012 levels by 2030; achieve net-zero GHG emissions in new buildings by 2030.

**Catalytic Policy Commitment:** Join the Regional Code Collaboration and work to adopt code pathways that build on the Washington State Energy Code, leading the way to “net-zero carbon” buildings through innovation in local codes, ordinances, and related partnerships.

**Catalytic Project or Program:** Develop a multi-city partnership to help build a regional energy efficiency retrofit economy, including tactics such as: collaborating with energy efficiency and green building businesses, partnering with utilities, expanding on existing retrofit programs, adopting local building energy benchmarking and disclosure ordinances, and encouraging voluntary reporting and collaborative initiatives such as the 2030 District framework.

## Joint County-City Climate Commitments ○○○●○



### VI. Consumption and Materials Management:

**Pathway:** By 2020, achieve a 70% recycling rate countywide; by 2030, achieve zero waste of resources that have economic value for reuse, resale and recycling.

**Catalytic Policy Commitment:** Partner through the Metropolitan Solid Waste Management Advisory Committee on policy, projects and programs focused on (1) waste prevention and reuse, (2) product stewardship, recycling, and composting, and (3) beneficial use.

**Catalytic Project or Program:** Develop a regional strategy through the Comprehensive Solid Waste Management Plan process to reach 70% recycling through a combination of education, incentives and regulatory tools aimed at single-family, multi-family residents, businesses, and construction projects in King County.



### VII. Forests and Farming

**Pathway:** Reduce sprawl and associated transportation related GHG emissions and sequester biological carbon by focusing growth in urban centers and protecting and restoring forests and farms.

**Catalytic Policy Commitment:** Partner on Transfer of Development Rights (TDR) initiatives to focus development within the Urban Growth Area, reduce development pressure on rural lands, and protect our most valuable and important resource lands.

**Catalytic Project or Program:** Protect and restore the health of urban and community trees and forests, for example through public-private-community efforts such as Forterra's Green Cities Partnerships.

**Catalytic Project or Program:** Partner on collaborative efforts to expand forest and farm stewardship and protection, for example through King Conservation District's farm management planning, landowner incentive, and grant programs.

**Catalytic Project or Program:** Expand our local food economy, for example by supporting urban and community farming, buying locally produced food, and participating in the Farm City Roundtable forum.

## Joint County-City Climate Commitments ○○○●



### VIII. Government Operations

**Pathway:** Reduce GHG emissions from government operations in support of countywide goals.

**Policy Commitment:** Develop and adopt near and long-term government operational GHG reduction targets that support countywide goals, and implement actions that reduce each local government's GHG footprint.

**Catalytic Project or Program:** In support of the Section V. Green Building and Energy Efficiency pathway targets to reduce energy use in existing buildings 25% below 2012 levels by 2030 and achieve net-zero GHG emissions in new buildings by 2030: execute energy efficiency projects and initiatives at existing facilities, measure existing building performance through EPA's Energy Star or equivalent program, implement high-efficiency street and traffic light replacement projects, and construct new buildings to LEED or Living Building Challenge standards and infrastructure to equivalent sustainability standards.



### IX. Collaboration

**Policy Commitment:** Participate in or join the King County-Cities Climate Collaboration (K4C) – focused on efforts to coordinate and enhance city and County climate and sustainability efforts – to share case studies, subject matter experts, resources, tools, and to collaborate on grant and funding opportunities.

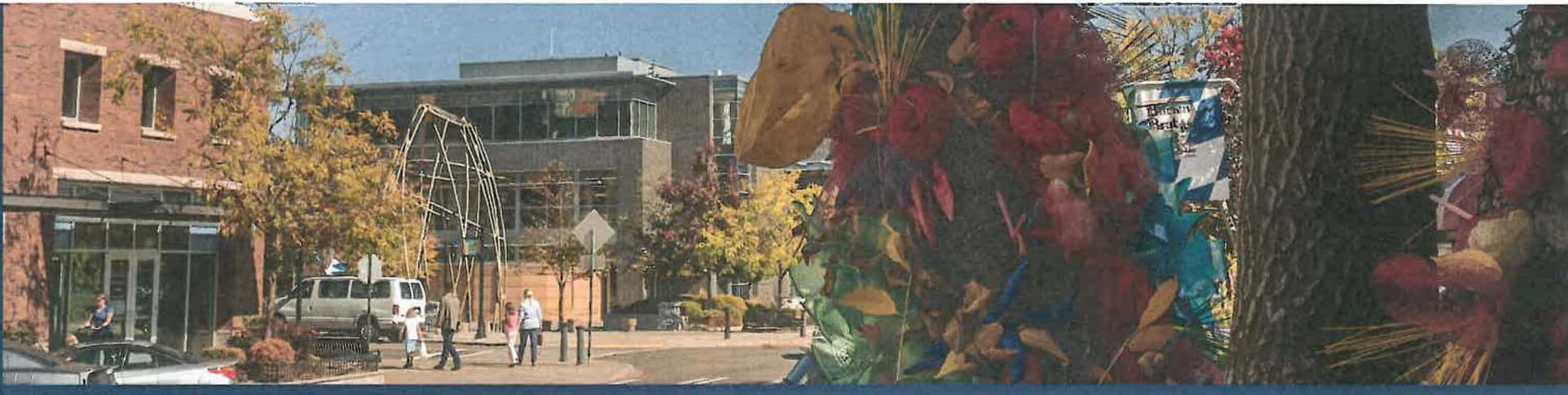
**Catalytic Project or Program:** Engage and lead government-business collaborative action through efforts such as the Eastside Sustainable Business Alliance.



**CITY OF BURIEN  
AGENDA BILL**

|   |  |  |
|---|--|--|
| <b>Agenda Subject:</b> Receive recommendations on the Downtown Mobility Study   |  | <b>Meeting Date:</b> July, 18 2016   |
| <b>Department:</b><br>City Manager  | <b>Attachments:</b><br><a href="#">Exhibit A – Downtown Mobility Study</a>                                   | <b>Fund Source:</b> N/A<br><b>Activity Cost:</b> N/A<br><b>Amount Budgeted:</b> N/A<br><b>Unencumbered Budget Authority:</b> N/A |
| <b>Contact:</b><br>Dan Trimble, Economic Development Manager  |  |  |
| <b>Telephone:</b><br>(206) 248-5528   |  |  |
| <b>Adopted Work Plan Priority:</b> Yes X No   | <b>Work Plan Item Description:</b> Economic Development Priority Council Action 2: Initiate a parking study. |  |
| <b>PURPOSE/REQUIRED ACTION:</b>   |  |  |
| The purpose of this agenda item is for staff to present the completed Downtown Mobility Study document from project consultant Fehr & Peers.  |  |  |
| <b>BACKGROUND (Include prior Council action &amp; discussion):</b>  |  |  |
| The Council prioritized five Economic Development Goals and Actions for implementation starting in 2015, including Priority Council Action 2: Initiate a parking study identifying current on-and-off street parking supply and demand, core parking challenges, and strategies and tools to reduce parking barriers to revitalization. Explore options including a Parking and Business Improvement District and more public parking structures. |  |  |
| In December 2015, Fehr & Peers began work on the City of Burien Downtown Mobility Study, to assess current conditions in the Downtown study area, and make recommendation for future capital projects and policy changes to improve mobility conditions, and encourage economic development in Burien.  |  |  |
| Fehr & Peers appeared before the Council on March 28, 2016 and on May 23, 2016 to provide updates on the study progress and accept feedback from Council. The final draft of the Downtown Mobility Study was presented to the Business and Economic Development Partnership for review on July 8, 2016. Delivery of the Downtown Mobility Study document to City Council concludes the Downtown Mobility Study consultant scope of work.          |  |  |
| <b>OPTIONS (Including fiscal impacts):</b><br>N/A   |  |  |
| <b>Administrative Recommendation:</b> None.   |  |  |
| <b>Advisory Board Recommendation:</b> None.   |  |  |
| <b>Suggested Motion:</b> None.  |  |  |
| Submitted by: Dan Trimble<br>Administration    |  | City Manager                                |
| <b>Today's Date:</b> July 12, 2016  | <b>File Code:</b> <a href="#">R:\CC\Agenda Bill 2016\071816cm-DTMobility.docx</a>                            |  |





City of Burien

# Downtown Mobility Study

FEHR & PEERS

July 2016



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- Economic Memo**
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- Outreach Memo**
- Proposed Parking Code Update**
- Urban Design Supporting Materials**

# Introduction

With Downtown Burien recognized by the Puget Sound Regional Council as one of 25 regional growth centers, the City has prioritized the need to plan for increased density and transportation options in the near and longer term. In support of those goals, the City initiated a Downtown Mobility Study to provide a toolbox of strategies and policy levers that can be used to jumpstart the evolution that Burien desires.

The purpose of the Downtown Mobility Study is to improve transportation options to and through the downtown area, with a specific focus on bicycle and pedestrian mobility, transit connectivity, and parking. The study builds on Burien's unique character to create a multimodal vision for the future.

All of the strategies identified in this document work toward three overarching goals:

- 1. Improve multimodal connections within Burien**
- 2. Increase Downtown's multigenerational appeal**
- 3. Elevate Burien's position in the region**

The remainder of this study provides an overview of Burien today, the city's economic development goals and how the Mobility Study helps advance these goals, the process that created the Mobility Study, and the major recommendations (or 'Big Moves') that will help the City achieve its overall vision.

## Burien Today

While considered to be suburb of Seattle, Burien is a unique place with a diverse population. Burien is a young city built from a 100-year-old waterfront community on the Puget Sound. With six miles of shoreline and expansive mountain views, residents take pride in their neighborhoods, actively preserve the marine biodiversity of the area, and protect their public spaces. Housing ranges from starter homes to high-end homes, condominiums and apartments of all sizes, including senior living.

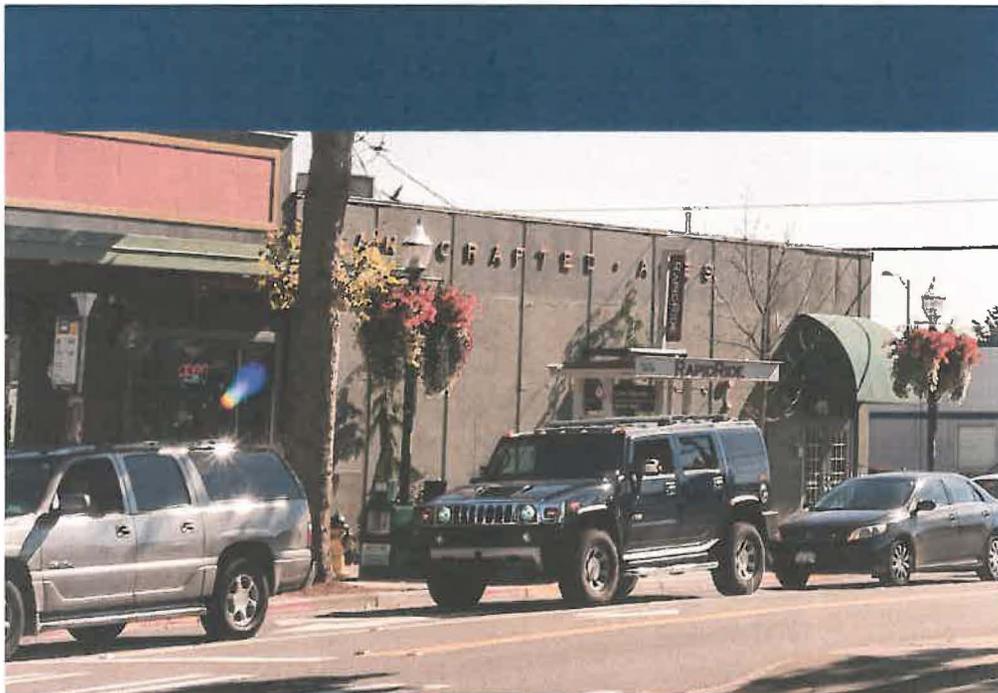
Burien is nearby a major international airport and connected to the region by two state highways (SR 509 and SR 518). Residents and businesses alike appreciate the convenience of Burien's hub location and great connections. You can drive north to Seattle in about 12 minutes, east to Sea-Tac Airport in five minutes, and south to Tacoma or northeast to Bellevue in 30 minutes. The central location means that jobs and entertainment are convenient while a slower pace prevails in residential neighborhoods.

In recent years, Burien has been busy rebuilding and reinventing itself. Downtown's major arterial, SW 152nd Street, received a makeover with widened sidewalks, benches, landscaping and old-fashioned lampposts. In 2009, Burien Town Square opened its first buildings, a joint King County Regional Library and Burien City Hall, and a multi-story condominium/retail building. At the same time, Town Square Park was completed and has reshaped the downtown area into a central gathering point for the community. Currently, construction is underway for the final two phases of the Town Square development: a four-story Merrill Gardens senior housing complex and a six-story market-rate apartment complex.

Burien's downtown serves a large segment of the South King County population. Burien is noted for boutique retail, professional personal services and a large number of ethnic restaurants attracting diners from near and far. Burien's unique cuisine originates in Australia, China, El Salvador, Germany, Greece, Italy, the Mediterranean, Japan, Korea, Mexico, Thailand and Vietnam. Burien's inviting downtown features the oldest and one of the best-attended July 4th parades in the region, in addition to a summer Farmers' Market, monthly art walks, excellent local theater, and seasonal festivals generating year-round activity and excitement. Olde Burien, the historic district, is bustling with new boutiques, businesses and restaurants serving 150,000 residents of the greater Highline area.

Burien is a diverse community with around 40 percent of the total population identifying as non-white, according to the 2010 census. Individuals who identify as Hispanic make up Burien's largest ethnic group at nearly a quarter of the total population. Another 10 percent identify as Asian, and according to the Highline School District, more than 50 different languages are spoken in the homes of Burien area students.

The Technical Appendix of this study includes a detailed assessment of transportation conditions in Downtown Burien, but in the following pages, we provide a snapshot of key elements of downtown mobility.



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## *Auto Mobility*

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Burien, and prior to incorporation in 1993, King County, built a robust street network. Since that time, Burien has continued to invest in improvements to the system that provide substantial mobility for people traveling by car. Downtown is served by a near complete grid of streets and benefits from proximity to SR 509 (providing north-south access) and SR 518 (connecting to the east). The 2012 Transportation Master Plan (TMP) establishes a peak hour level of service standard E standard within the downtown, recognizing that congestion management must be balanced with other values, including walkability, urban form, and financial constraints. Only one location was anticipated to violate the LOS standard by 2030 –the intersection of SW 150th Street and 1st Avenue S. To address this future congestion issue, the TMP recommended signalization of this intersection. Thus, with the addition of this improvement, auto mobility in downtown Burien is expected to be reasonably accommodated through 2030.

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## *Facilities for Biking*

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While people do bike through downtown, there is little in the way of formal bicycle infrastructure in Burien today. There are existing bike lanes on SW 156th Street, on Ambaum Boulevard, and on 4th Avenue SW south of 153rd Street. The TMP identified additional streets in downtown Burien to become a part of the bicycle priority network. These streets included SW 152nd Street, 8th Avenue, SW 146th Street, and 4th Avenue SW north of 153rd. The TMP was silent on the specific treatments that would make these streets welcoming to cyclists. As a part of Big Moves for cycling, this study recommends specific treatments, including shared streets with bicycle markings and enhanced arterial crossings that would provide a bicycle network that is welcoming to cyclists of all ages and abilities to and through Downtown Burien.

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## *Facilities for Walking*

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The adopted TMP identified the entire downtown area as a part of the pedestrian priority network. The TMP recommends that complete ADA accessible sidewalks be provided on both sides of the street throughout the pedestrian priority network. Today, the majority of downtown has sidewalk coverage on both sides of the street, however, there are some notable gaps in sidewalk coverage (for example, on 6th Avenue SW and SW 151st Street) and numerous locations where curb ramps and pedestrian crossings do not meet ADA standards. Moreover, enhanced pedestrian crossings are lacking in some key locations, including crossings of busy 4th Avenue SW, Ambaum Boulevard, and SW 148th Street. This mobility study includes Big Moves aimed at improving pedestrian mobility throughout downtown.



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## *Transit Connectivity*

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The Burien Transit Center is located at the corner of SW 148th Street and 4th Avenue SW. It is served by over 10 Sound Transit and King County Metro bus routes, including RapidRide F Line. Transit service in Burien provides connections to Downtown Seattle, the Tukwila Link Station, Downtown Bellevue, and other regional destinations. The adopted TMP identified many streets in the downtown area as transit priority routes. Ambaum Boulevard, 4th Avenue SW, and SW 148th Street are key facilities where the city should prioritize transit movement and pedestrian access to transit and also work to provide stop amenities, such as shelters, benches, and crosswalks. Sound Transit has included a direct Bus Rapid Transit (BRT) connection between Downtown Burien and the Tukwila Light Rail station on its ST3 Draft Project List to be constructed by 2024. Discussions with community members indicate support for this project, but also a desire for a more direct transit connection with SeaTac airport.





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## *Parking*

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As part of the mobility study, a parking supply and occupancy study was conducted throughout downtown. The study considered on-street and off-street supply, both publicly and privately managed. Parking occupancy was surveyed in the afternoon and evening on a Wednesday and a Saturday in January 2016. The study revealed that, in general, there is sufficient parking capacity in the downtown area. While certain areas, such as the Town Square, saw more demand for parking on a busy weekday afternoon, downtown-wide public parking space occupancy averaged 57 percent. When privately managed spaces are considered, parking occupancy downtown was only 48 percent. This occupancy rate shows that there are existing empty spaces, even at the busiest times of day. Visitors to downtown Burien can find a parking space, although not always directly in front of their desired location. Leveraging this existing parking supply surplus presents an opportunity to reduce the cost of development in downtown and is presented as a Big Move in this study.

## The Burien of Tomorrow

The City is currently undergoing a branding initiative to improve its competitive advantage in the region. Specifically, the branding initiative seeks to support economic development in six ways:

1. **Differentiate from competitor cities**
2. **Communicate our vision and values**
3. **Retain existing and recruit new businesses**
4. **Drive sales and other tax revenue**
5. **Guide strategic marketing efforts**
6. **Build awareness and enhance community pride**

As millennials enter the workforce and baby boomers downsize from their traditional family homes, companies are choosing to locate in walkable downtowns because that's where these talented and experienced workers want to be. While many companies have relocated to urban areas, the increasing costs of living and doing business in a major metropolis have spurred interest in suburban edge cities. Rather than suburban office parks, walkable mixed-use suburban cities are attracting the most interest from new or relocating businesses. Burien has the potential to provide the qualities that these companies and individuals look for by offering a desirable downtown neighborhood.

Across the region, residents are supporting locations where they have the opportunity to drive and park once to complete multiple tasks, or to use public transit, walk, or ride their bike. Additionally, businesses and employees value connectivity and a range of transportation, housing, and entertainment options. The ease of travel to and from Burien, affordable lease rates, and an active community offer a strong base from which to attract jobs and residents.

## The Mobility Study's Role in Getting There

To kickstart the evolution that Burien desires, this mobility study provides a toolbox of Big Moves, strategies and policy levers, aimed at improving transportation options to and through the downtown area, with a specific focus on bicycle and pedestrian mobility, transit connectivity, and parking. All of the strategies identified in this document work toward three overarching goals:

1. **Improve multimodal connections within Burien**
2. **Increase Downtown's multigenerational appeal**
3. **Elevate Burien's position in the region**

## Mobility Study Scope & Schedule

The following chart summarizes the scope and schedule for the mobility study. As the chart shows, the bulk of this work was completed in the first half of 2016.

| Topic                      | Scheduled Completion |
|----------------------------|----------------------|
| Parking Study              | January - February   |
| Existing Conditions        | January - February   |
| Storefront Studio          | February             |
| Alternatives Analysis      | March - April        |
| Selection & Implementation | May - June           |
| Success Criteria           | July                 |

# Process

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This Mobility Study was not created in a vacuum. It evolved through substantial input from community stakeholders, city residents, business owners, and elected officials. This section describes the process of gathering input, which includes stakeholder interviews, a well-attended public event, and numerous meetings with planning bodies, including the Business and Economic Development Partnership, Planning Commission, and City Council.

# Outreach

## Interviews

Over the first few months, a series of conversations were held with individuals identified as stakeholders by Burien Staff. These stakeholders included local business owners, Discover Burien, Walk/Bike Burien (WABI), Burien Police, Sound Transit, City Council members, and interested citizens. Over 20 interviews were held.

The interviews focused primarily on Burien’s existing assets, emerging issues/opportunities, and community hopes for the process. Comments and ideas from individual stakeholders are included below.

### EXISTING ASSETS THAT BURIEN ENJOYS, AND/OR THAT THE PLAN MAY CAPITALIZE ON

- **Downtown’s formative history**
- **Proximity to Puget Sound, including views and public access**
- **Proximity to shopping and cultural activities (Seattle)**
- **Retention of “small town” look and feel**
- **Proximity to SeaTac airport, without flight-path noise and disruptions**
- **Affordable housing and commercial space costs relative to other Puget Sound communities**
- **Quality downtown with new housing options, good restaurants, unique stores, an emerging nightlife, and a farmers market**
- **An ethnically-diverse population**
- **Lower business taxes than Seattle**
- **Ready access to City staff/leadership**
- **Access to transit**
- **Fewer traffic snarls than most nearby cities**
- **Good walkability (overall)**
- **Growing opportunities for live/work environments downtown**
- **Plenty of parking downtown, at least in terms of quantity**
- **Arts culture**
- **153rd Avenue has great potential**

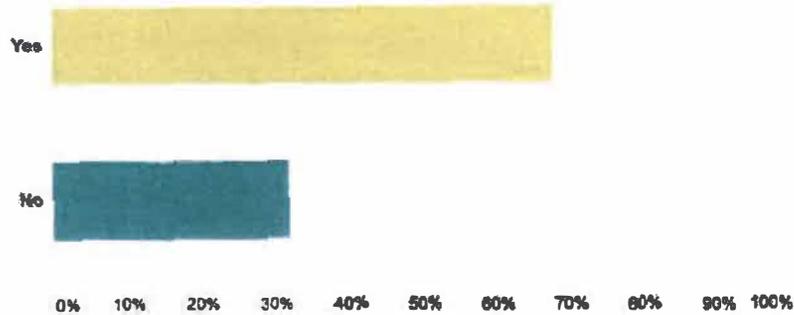
### EXISTING ISSUES FOR THE CITY TO ADDRESS, PERHAPS THROUGH THIS PLAN

- **Outside of downtown core, urban fabric oriented very much towards the car, walkability reduced**
- **Many in community fearful of change, some even hostile to it**
- **Many view existing parking management system as onerous/poorly conceived/poorly executed**
- **City seen by some as over-zealous in creation/enforcement of downtown regulations**
- **Organizational leadership for a plan like this may be lacking**
- **Existing City branding poor; city sense of self somewhat un-defined**
- **Active public may be “plan weary” and in need of immediate, measurable progress**
- **City in great need of a high-quality hotel**
- **Many see downtown as getting “all the attention” – need for plans that improve surrounding areas too**
- **Street infrastructure often poor outside downtown (sidewalks, lighting, etc.)**
- **Ambaum Boulevard a hostile pedestrian environment, tends to divide the community (an opportunity site)**
- **Frequent curb-cuts along sidewalks create many car/pedestrian conflicts**
- **Better wayfinding needed**
- **Gentrification happening; strategies need to be developed, implemented ASAP**

The orientation interviews provided an invaluable glimpse into the diverse perspectives and needs of people who live, work, and play in Burien.

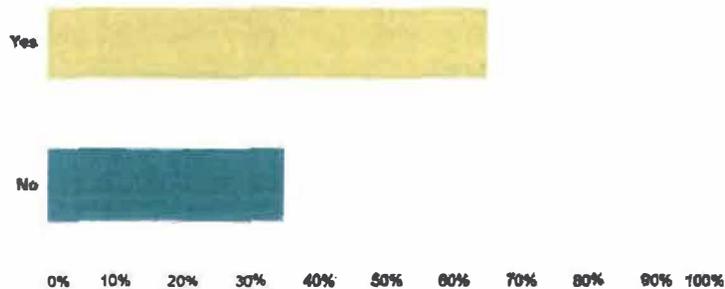
**Would you support extending time limits for on-street parking in Downtown Burien from 2 hours to 3 or 4 hours?**

Answered: 369 Skipped: 5



**During the Storefront Studio, we heard feedback that exiting parking spaces on SW 152nd Street can be difficult. Would you support modifying the public parking on SW 152nd Street to be reverse-in angled? While this parking configuration is unfamiliar for many drivers, it offers measurable safety benefits for both drivers and cyclists.**

Answered: 370 Skipped: 4



# Survey

The City developed an online survey which asked residents five questions.

- » Would you support extending time limits on street from 2 to 3 or 4 hours?
- » Would you support modifying public parking on SW 152nd Street to be reverse-in angled?
- » How do you rate the transit connection from Burien to the Tukwila Light Rail Station?
- » When you use public transit, what is your most frequent destination?
- » If/when you ride a bike, what is your main reason to travel?

## THERE WERE OVER 374 RESPONSES TO THE FIVE QUESTION SURVEY

Key results:

- » Nearly 70% of respondents would support extending time limits for downtown parking
- » 65% of respondents would support reverse-in angled parking on SW 152nd Street

# Storefront Studio

On February 24th and 25th, 2016 the Fehr & Peers team hosted a Storefront Studio with the City of Burien. The consultant team set up informational boards in the Discover Burien storefront and kept their doors open to the public both days from 10am to 5pm. Members of the public dropped in to discuss their thoughts about downtown Burien and share their project ideas. To help guide discussions, the consultant team described the plans already in place, led walking tours, and listened to participants' ideas about changes they would like to see related to multimodal access to and through downtown Burien. During the two days, over 100 residents and business owners visited the Storefront Studio to share their ideas and over 50 strategies were identified.

Many residents and business owners had concerns over parking. Some residents expressed that the two-hour time limits in downtown Burien are not long enough to finish their errands. Some business owners stated that the city's current parking requirements for new or expanding businesses are cost prohibitive. Other business owners stated that there is not enough parking in downtown Burien.

Residents tended to support the "active alleyways" concept that was recently spearheaded by a Urban Land Institute Study in 2015. The concept involves lighting alleyways downtown and providing public seating and art. Many residents had ideas on where to provide bike facilities and where to add safe crossings for cyclists and pedestrians. Some residents were concerned about bus service, and others wanted places to host family-friendly events.

## FEBRUARY 24-25

- » Open to the public to share ideas for mobility in downtown Burien
- » Over 100 participants



# City of Burien Downtown Mobility Study

## First impressions

When considering parking and mobility in downtown Burien, think about the ways in which the transportation network accommodates what people want to do here. How well does it support local business? How well does it serve visitors and residents?

We're looking at this from at least four different perspectives, drawn from our discussions with participants in our Storefront Studio. For instance:

- **Network:** The system of streets, alleys, bike lanes, and public transportation that constitutes the transportation system.
- **Parking:** The lots, on-street and private parking areas that accommodate cars and allow visitors and residents to retain access to private, individual autos.
- **Pedestrians/Bicyclists:** The people using something other than a car to get around, arriving in downtown Burien and moving through its spaces.
- **Natural & social systems:** The role the public realm plays in managing stormwater, creating character, and providing public spaces for individuals, families and friends.

These topics are just a start. We'll be doing more to refine our thoughts and recommendations based on what you tell us. Dream big, and HAVE FUN!

### A list of things to do

Instructions: Here's a list of things we're thinking about. Some are physical projects, located on the map on this sheet. Others are more policy-oriented, described below. Use your ten dots of the same color and one dot that's different. Use your same-color dots to let us know which of the 10 projects you think are most important. Then use your unique dot to indicate which should be earlier's first move.

| Idea   | Important! | First Move! |
|--|------------|-------------|
| <b>1. Accessible sidewalks and crossings- rebuilding sidewalks to improve conditions, be more accessible; upgrade pedestrian crossing audible treatments</b>                                     |            |             |
| <b>2. Sidewalk gap completion - provide sidewalks on both sides of the street throughout downtown.</b>   |            |             |
| <b>3. 148th corridor pedestrian crossings - signal at 6th and potential midblock crossing (HAWK treatment).</b>  | ●          |             |
| <b>4. Revise private parking standards in downtown - leverage existing supply and incent development.</b>  |            |             |
| <b>5. Wayfinding and access to off street lots - make the walk between off-street supplies (such as the municipal lot) complete, well lit, well signed, and pleasant.</b>                        | ●●         | ●           |
| <b>6. Revise on-street parking time limits - from 2 hours to 3 or 4 hours.</b>   |            |             |
| <b>7. Active alleyways between 152nd and 153rd - with lighting, public seating, drainage, pavement fixes, midblock access and reorganized garbage/bikebikes.</b>                                 | ●          |             |
| <b>8. Pocket parks in opportunity sites providing public spaces, greenery, and stormwater benefits</b>   |            |             |
| <b>9. Citywide wayfinding</b>  | ●          |             |
| <b>10. "String of pearls" concept - public art and entertainment</b>   | ●          |             |
| <b>11. Town center playground - bring year round activity (beyond the splash park)</b>   |            |             |
| <b>12. Parklets</b>  |            |             |
| <b>13. Bike access to the transit center</b>   |            |             |
| <b>14. North-south connection through town center (between 152nd and 148th)</b>  | ●          |             |
| <b>15. 153rd corridor pilot - reallocate ROW to provide wider pedestrian easement and greenery. Provide pedestrian scale lighting. May include removal of parking on one side of the street.</b> | ●          |             |
| <b>16. 151st as new east-west spine</b>  |            |             |
| <b>17. 2nd as new north-south spine to transit center</b>  |            |             |
| <b>18. Probe active bridge/tramway from 2nd Street to 153rd</b>  | ●●         |             |



## Workshop - Group Worksheet How to Attract + Retain People Downtown?

# Public Venues

In addition to the stakeholder interviews, online survey, and Storefront Studio, the Mobility Study was discussed at other forums, including with the Business and Economic Development Partnership (BEDP), Planning Commission, and City Council. The image in the left is an activity that was conducted with BEDP and Planning Commission, in which participants evaluated strategies identified in the Storefront Studio and expressed their support by placing dots next to the measures they preferred most.

# How We Evaluated Ideas

The consultant team reviewed all ideas generated from the outreach and compiled the ideas into a list of 50 measures. The consultant team evaluated the measures based on several criteria including feasibility, cost, and effectiveness. Effectiveness was rated for eight different areas relating to parking, mobility for driving, walking, biking, and transit modes, character, economic development, and safety. Each was rated on a scale from 0-2, with higher scores reserved for higher performing projects. The scores were then compiled to identify those projects that performed best.

The end result of this analysis was identification of those measures that would advance the overall goals of the mobility study, with an emphasis on those strategies that are affordable and could be implemented in a reasonable time horizon.

- » 50 measures were analyzed
- » Effectiveness was rated for eight different items relating to parking, mobility for driving, walking, biking and transit modes, character, economic development, and safety
- » Feasibility, cost, and effectiveness were added together to get an overall score
- » Measures were ranked based on overall score

|   | Feasibility  | Cost                   | Effectiveness |
|---|--|------------------------|---------------|
| 2 | Under City control, can be done on a quick timeline                    | low<br>< \$10k         | high          |
| 1 | May require some coordination, could take 2-6 years to implement       | medium<br>\$10k-\$100k | medium        |
| 0 | May take more than 6 years to implement, or the City is not in control | high<br>>100k          | low           |



# Big Moves

Based on the strategies identified in the public outreach, this Mobility Study has identified several projects, strategies, and policy levers that could be implemented to encourage the evolution that Burien desires for its downtown. These measures are organized into the following six Big Moves, which are described on the following pages.

- » **Parking – Leveraging what we have**
- » **Walking – Making downtown walkable for everyone**
- » **Biking – Creating a system that works for all ages & all abilities**
- » **Transit Access – Connecting to Light Rail and the Airport**
- » **Streetscape/Urban Design – Activating Spaces**
- » **Economic Development – Creating a Virtuous Cycle**



# Parking Leveraging What We Have

The parking study confirmed that Downtown Burien continues to have ample publicly available parking. Some common refrains heard during the outreach, though, was that folks had trouble locating available parking, that its configuration makes it difficult to access, or that once parked, downtown patrons are nervous about using on-street spaces due to the city's time restrictions. Below, are three measures to address these challenges.

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## *Wayfinding*

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Visitors to downtown would benefit from wayfinding signs. The signs would describe how to get to amenities like off-street public parking lots, City Hall, the public library, and the transit center. Wayfinding signs directing visitors to publicly available off-street supplies, such as the municipal lot, could help reduce frustrations experienced when curbside parking is not available at a storefront.



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## *Restriping*

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The parking on SW 152nd Street is configured as front-in angled. Drivers leaving a parking spot must back into the travel lane, a situation that is not ideal, since drivers backing out of a parking space often cannot see oncoming cars or cyclists. By restriping parking to a back-in angled configuration, this potentially dangerous situation is avoided improving safety for motorists and cyclists. This recommendation is supported by residents and business owners.



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## *Time Limits*

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Numerous residents and business owners expressed concern that the two-hour parking limit is not sufficient for some activities in downtown. Extending the time limit to three or four hours will encourage visitors to “park once, shop twice” while still discouraging use of downtown streets for all-day parking use.



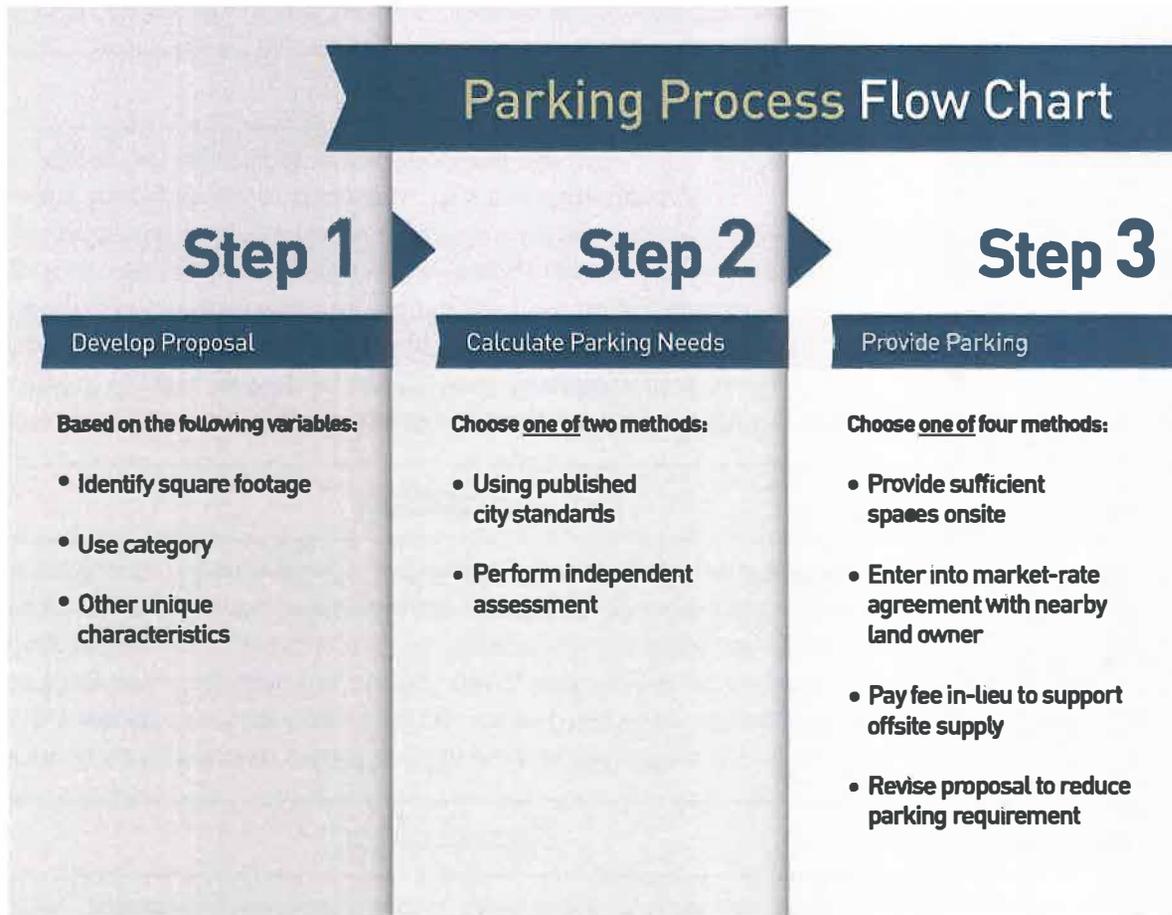
# Revising Parking Standards

The Parking Process Flow Chart describes how the City's code provides parking today. A development or expansion proposal identifies its square footage and use. Based on those variables, the parking need is identified based on the City's published standards or an independent study submitted by the project applicant (subject to approval by City staff). The project applicant can then pick from four options to meet the City's parking requirement:

- » Provide sufficient spaces on site
- » Enter into a market-rate agreement with a nearby property to provide spaces off site
- » Pay a parking in-lieu fee for the city to develop spaces off site
- » Revise the proposal to reduce required parking spaces

Input from downtown business owners indicate that providing the number of spaces currently required by code significantly increases the costs of starting or expanding a business.

To address this issue, Fehr & Peers recommends updates to Burien's parking code.



Ideally, downtown patrons should be able to use either parking in front of their destination or nearby public parking. A typical parking “rule of thumb” for a downtown setting is that the ideal parking occupancy is about 85 percent. At this occupancy level, parking may not be always be available directly in front of a destination, but it is available within a short walk. Since downtown Burien is relatively walkable with sidewalks, art, and street lighting, walking a few blocks is a reasonable expectation for many.

During the recent parking study, downtown Burien’s public parking occupancy was only 57 percent during the busiest time of the week. Thus, it is reasonable to reduce the current parking standards in Downtown to leverage this available parking surplus and reduce the cost of opening or expanding a business in downtown.

Fehr & Peers is recommending that the City scale its off-street parking requirements for downtown businesses based on downtown public parking occupancy levels in the overall downtown district. The table below shows how this scaling could occur.

For example, since downtown-wide public parking occupancy is 57 percent today, we would recommend that the current off-street requirements in the zoning code be reduced to 65 percent of current levels. As public parking occupancy rises over time, the city can upwardly adjust its off-street standards to eventually revert to what is in place today (once public parking occupancy reaches 85%).

As more businesses move to downtown Burien, the occupancy levels will increase. Therefore, a parking occupancy study should be completed every two years, so the new parking requirements can be updated to reflect current occupancy. We recommend that the code update be based on downtown-wide occupancy levels, rather than smaller areas, to reflect the walkable nature of downtown Burien.

Recommended updates to the City’s downtown parking code are included in the technical appendix.

| Existing Occupancy | New % of Original Parking Requirement |
|--------------------|---------------------------------------|
| < 55%              | 50%                                   |
| 55-65%             | 65%                                   |
| 66-75%             | 75%                                   |
| 76-85%             | 85%                                   |
| >85%               | 100%                                  |

### Potential Future Downtown Parking Strategies

The City’s on-street parking supply is currently available on a first-come, first-served basis, without charges. Anticipated development in downtown may necessitate more active parking management in the future as demand for parking increases.

In addition to the recommendations on time limits and parking requirements for businesses, the City should monitor parking use in downtown and consider the following actions, as appropriate, to manage demand:

- The City currently has time limits on some streets in the downtown area, however once on-street parking supply utilization exceeds 85 percent on other downtown roadway segments during business hours, consider implementing time limits on additional roadways.
- Furthermore, once parking supply utilization exceeds 85 percent, consider parking charges in downtown to encourage parking space turnover.
- If parking spillover is perceived as an issue on nearby residential streets, consider establishing residential parking zones (RPZs) to maintain curb space for neighborhood residents.



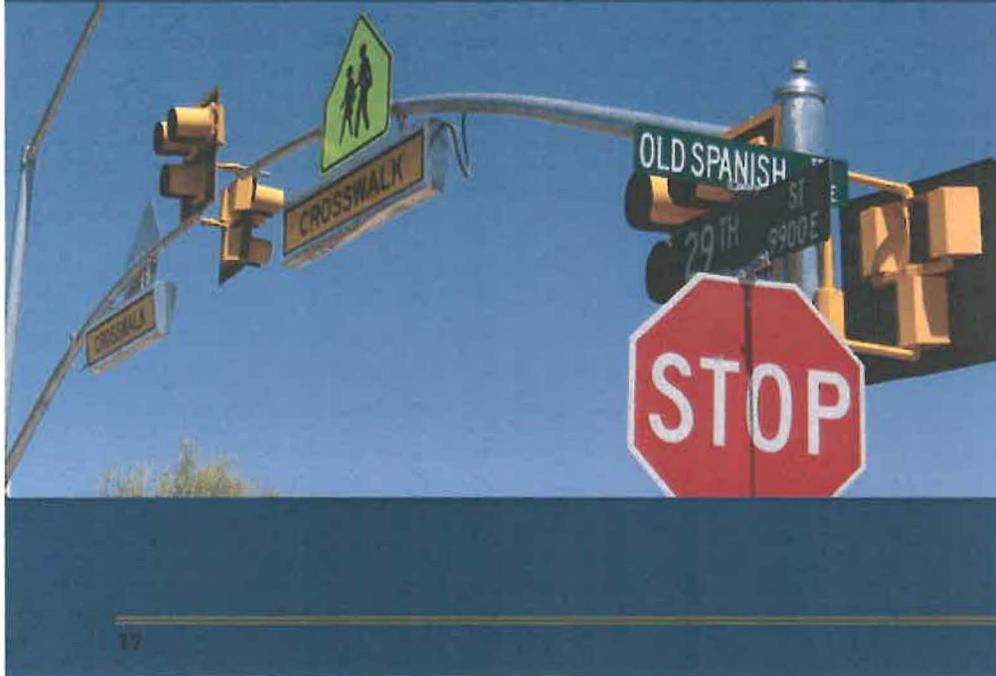
# Walking Making Downtown for Everyone

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## *ADA Accessible Sidewalks & Crossings*

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Burien enjoys a very diverse population, which includes a growing number of senior citizens. To complete the pedestrian network, there should be ADA accessible sidewalks on both sides all streets. Moreover, ADA accessible pedestrian crossings should be safe and frequent. The City should move toward incrementally transitioning its downtown to be ADA-compliant, which will include retrofit of curb ramps, crosswalks, and pedestrian-activated crossings.



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## *Improved Crossings on Ambaum, 4th & 148th*

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Crossings of Ambaum Boulevard, 4th Avenue SW and SW 148th Street can be uncomfortable for pedestrians. These streets are key facilities on the City's transit priority network and pose barriers for some in accessing transit. The City's six-year capital plan includes a full signal at the intersection of 6th Avenue SW and SW 148th Street. The City should look for ways to improve crossings of Ambaum Boulevard and 4th Avenue SW – perhaps installation of enhanced pedestrian crossings, such as a High-Intensity Activated Crosswalk Beacon or Rectangular Rapid Flashing Beacon (RRFB). To identify appropriate locations and treatments, the City could consider adopting pedestrian crossing guidelines.

# Biking

## Creating a System that Works for All Ages & All Abilities

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### *Biking to Downtown*

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The bicycle network should provide access to downtown. We recommend 4th Avenue SW as the bicycle connection to downtown from the south and 6th Avenue SW to downtown from the north. SW 152nd and SW 146th Streets will provide bicycle access from the east and west. For the routes into downtown (but not necessarily in downtown), the City should prioritize provision of dedicated bicycle lanes on these streets as right of way permits.

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### *Biking through Downtown*

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Once in downtown, cyclists can use 6th Avenue SW as a north/south connection and SW 151st St and SW 152nd Streets as east/west connection. Downtown streets should maintain low speed limits (25 MPH or less) to ensure a safe mix of vehicles, bicycles, and pedestrians. Within the downtown, we believe that shared streets rather than bike lanes are appropriate, so long as speeds are kept low and treatments like bike boxes at stop lights, painted sharrows, and back-in angled parking are employed to maximize cyclist safety.

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### *Bike Parking As Art*

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Bicycle parking can and should be used as public art. Given Burien's current arts identity, embracing bike parking as art seems a fitting step. The city could increase installations over time, perhaps gaining community excitement by having the public vote on new bike parking installations.



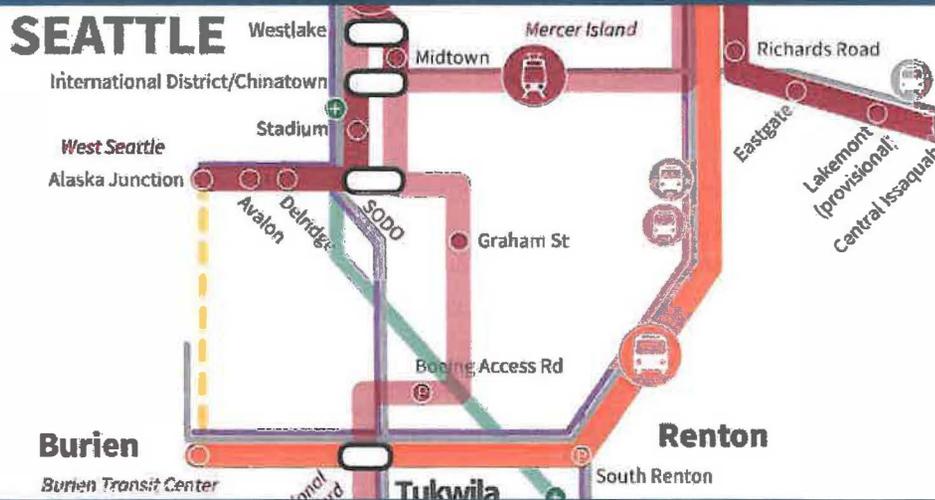
# Transit Access Connecting To Light Rail and the Airport

## *Shuttle Service Serving Light Rail and Airport*

Discussions with community members indicate a desire for a more direct transit connection with both the Tukwila Light Rail station and SeaTac airport in the near term. In the past few years, King County Metro has established some innovative programs that address community-specific needs. The City should look for opportunities to partner with King County Metro to introduce a direct shuttle service between downtown Burien and these key destinations. Revisions to Route 631 may be an opportunity.

## *Draft ST3 Package: I-405 BRT, Direct F Line Service To Tukwila LRT Station*

Sound Transit has included a direct bus rapid transit (BRT) connection between Downtown Burien and the Tukwila Light Rail station on its ST3 Draft Project List to be constructed by 2024. Combined with planned enhancements to King County Metro routes connecting with Downtown Seattle and other regional destinations, this future investment will greatly enhance downtown Burien's regional access via transit. The City should proactively collaborate with the regional transit agencies to ensure that planning remains on schedule and adequate right of way is available for stop/station amenities.



# Streetscape and Urban Design

## Activating Spaces

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### *Activating spaces*

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Burien Press, a local coffee shop, has expanded its patio space into the alleyway between SW 152nd and SW 153rd Street, providing a great example of activating spaces that are currently under-utilized. The City may want to revisit its code requirements or incentives available for businesses related to expansion, particularly when that expansion reduces blight. Getting more eyes on the streets and activating under-utilized spaces offers advantages relative to downtown vibrancy, character, and perceptions of safety.

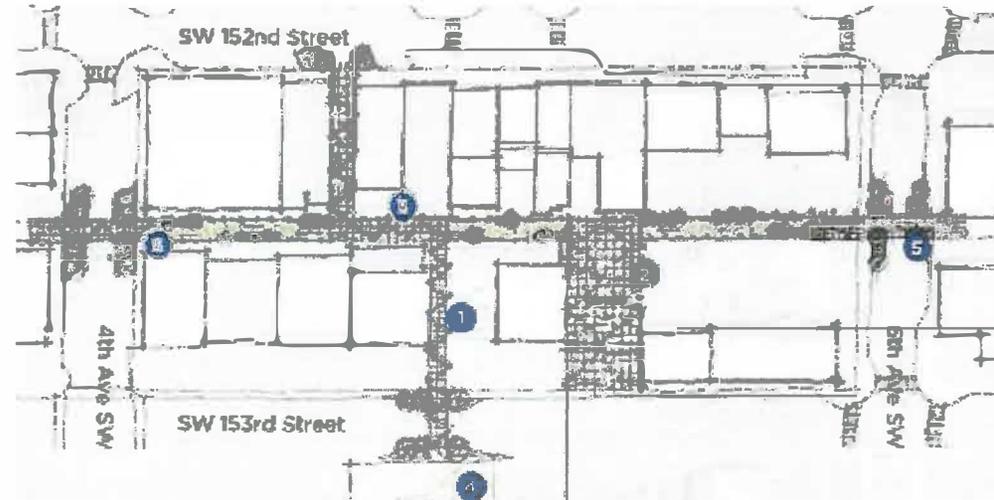


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### *Active Alleyways*

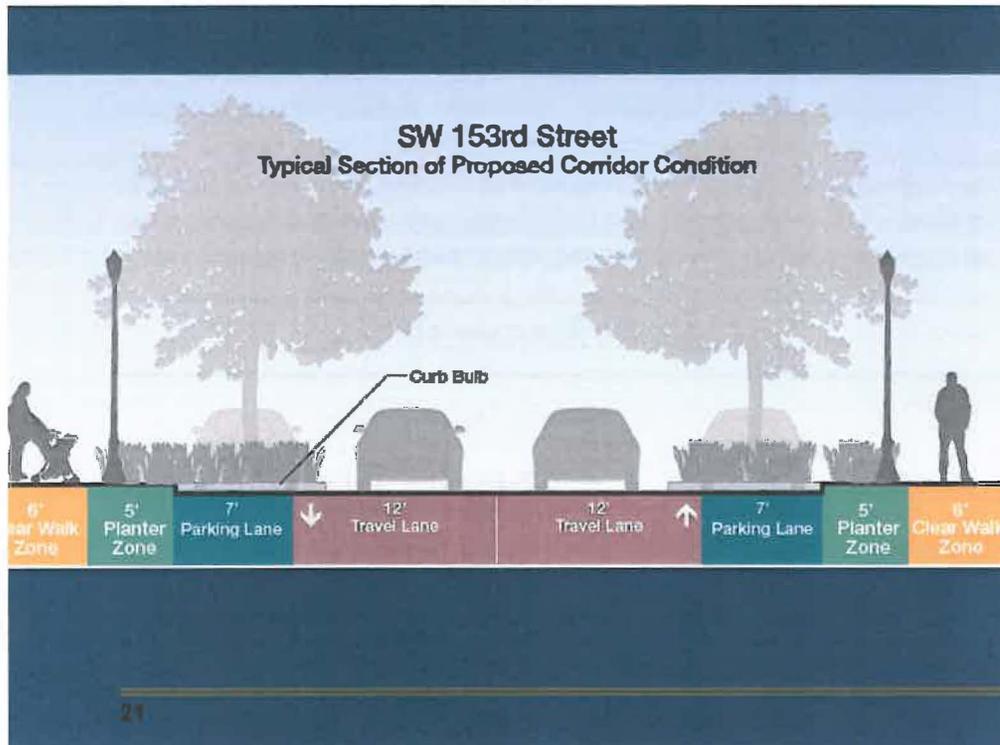
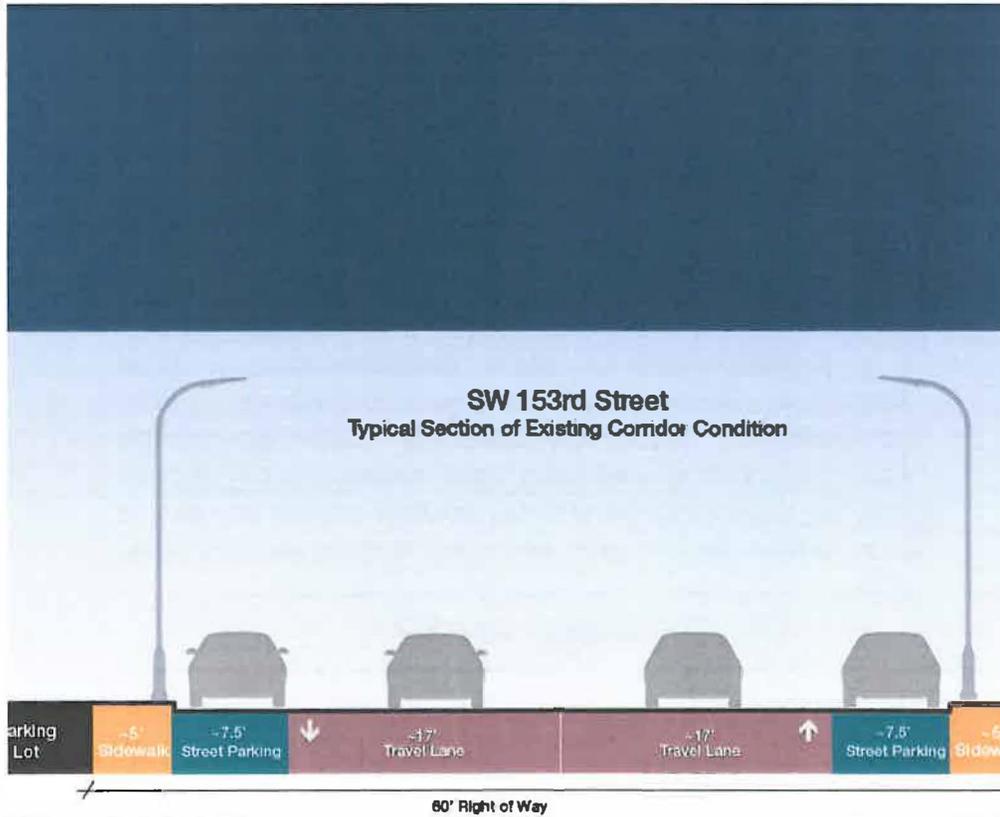
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In the summer of 2015, the Urban Land Institute visited Burien and recommended alleyway improvements between SW 152nd and SW 153rd Streets to make them clean & safe, sustainable, accessible & inviting, and community centric. The consultant team for this study concurs that improvement to this alleyway would enhance downtown. In the near term, we would recommend improvements related to lighting, organization of utilities, and garbage storage. In the longer term as downtown Burien grows, we would recommend repaving the alleyway and potentially pursuing more of a plaza atmosphere.



# Streetscape and Urban Design

## SW 152<sup>nd</sup> and SW 153<sup>rd</sup> Streets



Improvements to SW 153rd Street was the most frequently discussed opportunity in downtown. The streetscape lacks much in the way of pedestrian amenities – no street trees or pedestrian-scaled lighting. While there's parallel on-street parking, its utilization is low, often failing to provide pedestrians with a buffer from traffic. The consultant team is proposing a new streetscape for SW 153rd Street, which would provide safe, enhanced crossings, pedestrian bump outs, and street trees.

Over time, these streetscape investments could kickstart an evolution of SW 153rd Street similar to what has occurred just a block to the north on SW 152nd Street. The following pages shows how this corridor could mature in the coming years.

For SW 151st Street, it is recommended that consistent sidewalks be provided on both sides of the street. The recent town center improvements provide a great template to continue westward toward Ambaum Boulevard. This street's location at the heart of downtown connecting the Ambaum Corridor with the Town Center and Transit Center makes provision of complete pedestrian facilities essential.

In making these recommendations, we recognize that the evolution will take place over time. We also recognize that some of these investments may reduce on-street parking supplies slightly. To reduce this impact, we have included recommendations for potential driveways consolidations in the technical appendix.



# Phased Evolution of SW 153<sup>rd</sup> Street



# Economic Development Creating a Virtuous Cycle

In this section, we describe a number of economic development tools that the City should consider, in conjunction with the mobility-related Big Moves to kickstart the evolution that Burien that desires.

## **SUPPORT FOR EXISTING COMMERCIAL SPACE AND BUSINESSES**

Downtown Burien continues to grow and thrive. The City has good history of supporting commerce in the area and could explore if more focused business support services or other resources would be meaningful to existing businesses and property owners. Options to consider include:

- » **Business Improvement Districts/Areas.** BIA/BIDs are the result of coordinated public and private actions formed to address local business issues that can range from parking, promotion activities, security, maintenance, and the management of those activities. A benefit assessment is levied to properties (businesses, multifamily residential, or mixed use projects) within a designated district. Formation of district attempts to link the cost of public improvements to those landowners specifically benefiting from those improvements.
- » **Expedited/Flexible Permitting for Tenant Improvements.** Many homegrown businesses that tenant downtown Burien need to make improvements to their space in a timely fashion and generally need flexibility in upgrading to current code standards. The City should weigh the benefits and costs of providing specific support for these types of activities and marketing them to property owners.

## **STRATEGIC MARKETING**

Marketing efforts to local multi-family housing developers highlighting the area's strong residential amenities, available sites, and market conditions can help position the City for development in this investment cycle and the next one. Available sites in the Downtown are most likely better positioned for these types of projects. The City can leverage the Mobility Study to "spread the word" about the community and highlight the availability of innovative land use tools and development incentives. To this end, the city is engaged in a rebranding and strategic marketing effort to tell a broader story to the local, regional, and national market places. The collateral developed as part of this process can be used to target both the business and land development industries about opportunities in Burien and the steps the City is making to be more investment friendly.

## **INCENTIVE ZONING**

Incentive zoning is a voluntary program in Washington that offers property owners the option of obtaining an increased intensity of development over existing limits. To obtain the incentive height and/or floor area, developers must provide stipulated types of improvements or other public benefits (including potentially mobility enhancements) as proscribed by a jurisdiction's program. Importantly, there must be demand to exceed the base zoning. Incentive zoning is a voluntary program and the value of the incentive should seek to induce, rather than discourage, participation.

Incentive zoning policies exist to leverage new market rate development for the production of affordable housing and other public amenities. These policies can only work when new development is occurring. At the simplest level; development happens when developers have the resources for development



and when project profitability is higher than alternative investments. Development feasibility varies across markets based on a convergence of the above factors. In weak markets, most development is infeasible due to the inability to achieve high enough rents to justify new construction. In moderately strong markets, low to mid density development is feasible. In strong markets, higher density development is feasible due to high achievable rents and land costs driving increased densities.

Downtown Burien has demonstrated demand for denser mixed used development products that can use its incentive zoning structure. Predicting whether a developer will accept the proposed density incentives (and which incentives offer the best financial returns) requires an analysis that reflects the developer's decision-making process and cash flow equation. Would the additional density create more value than the cost of construction and operations of the public amenity? If not, a developer is unlikely to accept the additional density, and may choose to just develop to the base zoning instead. Because both rents and costs move with the broader macro economy, Burien should periodically calibrate its incentive zoning structure (e.g. how much incentive is given for the provision of public benefits).

### **DEVELOPMENT AND DESIGN CODE**

The City may want to periodically revisit its zoning code see how different product types are enabled/allowed under current zoning where structures are permitted. For example, a city may desire dense, multifamily housing in its land use vision and moved forward to enable that type of development within its zoning code. However, sometimes height and bulk restrictions within the code may arbitrarily truncate the actual development product type. This is most commonly seen in Type V wood frame construction over a concrete podium that can get building heights to 65-85 feet. While the land use vision may desire this type of development, the code may cap heights at lower levels. This may not be an issue if there is not demand for this scale – conversely, where there is demand, these caps may artificially limit the housing production. Alternatively, design guidelines may specify amenities and treatments that are no longer in favor with the marketplace. These inefficient policies may add cost to a project or simply provide too much inflexibility to allow for the product to effectively market to the changing needs of users.

### **MULTIFAMILY PROPERTY TAX EXEMPTION (MFTE)**

The MFTE program is a powerful development incentive for multifamily housing. State law (RCW 84.14) allows cities to exempt multifamily housing from property taxes in urban centers. After a city defines a residential target area, projects can apply for and be approved for exemption from property taxation on the residential improvement value for a period of 8 or 12 years. The 12-year program requires a minimum level of affordable housing to be included in the development (at least 20% of the units or 100% if the building is solely owner-occupied). The eight-year program provides the jurisdiction wide latitude for developing the criteria for approval and carries no affordable housing requirement. MFTE programs are put into place by an enabling ordinance that allow for the application and approval of tax exemption. Burien currently has both programs available and developers have a history of using both products. Going forward, the city might want to periodically review how they apply the 8 and 12 year programs - meaning, they could vary the program by geography, offer them with other incentives, and potentially update the requirements of the 12 year program over time to align with current downtown objectives (affordability, pedestrian accommodation, etc).

### **FEE WAIVERS/REDUCTIONS**

The City may also explore reducing or waiving development fees as a financial incentive like permitting and planning costs, for projects that meet the City's community and economic development objectives. Reducing or waiving these fees must be balanced against the City's need to provide/fund these services. Typically these fees are a small percentage of a project's overall cost and are not likely to create a large incentive to development.

The City may also want to explore waivers or reductions in impact fees, which can be a large up-front cost of a project. Waivers of these fees may not be an "incentive" for every project since fees of this nature are secondary to fundamental

issues of demand and supply. However, GMA impact fees may be waived (or reduced) if the project supports some broad public purpose – such as affordable housing. If the City chooses to move forward with such a measure, it would need to make sure it is in compliance with state law on the collection and use of impact fee funds. Other cities have been creative in offering impact fee "rebates" where the impact fee is still collected but is rebated back to the developer if some threshold of performance (such as generation of retail sales) is met. The rebate typically comes from general fund sources.

### **GRANT STRATEGY**

While grants are among the best ways for cities to attract outside funding, they can be time consuming to put together, straining staff resources at unpredictable times.

Some communities develop annual grant strategies, which identify the projects they want to fund, the grant programs where these projects are most likely to successfully compete, and program resources (either staff time or consultant support) to develop grant applications. Given the robust public outreach process and strong safety and multimodal justifications for projects identified in the Mobility Study, many of the Big Moves would likely perform well for Safe Routes to School, WSDOT Bike and Pedestrian Safety, Transportation Investment Board, or Federal Aid grants. Burien should consider developing an annual grant strategy to identify funds for design and construction of Big Move projects.

Other communities have been very successful in attracting grants to fund downtown improvements. On the following page, we provide a case study of Downtown Bothell's transformation, which started with a planning effort similar to this Mobility Study. Bothell's story shows how a strong vision, paired with consistent efforts to realize that vision, can lead to a dramatic evolution over time and garner state and regional grant investments.

## *Case Study: Bothell Downtown Revitalization Plan*

In 2006, the City of Bothell began a study to evaluate the options for revitalizing its downtown. Through the visioning process, the city and community identified their goals which included: economic and visual revitalization of the historic Main Street, enhancement of multimodal connectivity to and through the downtown district, and better linkages to the Sammamish River, the Park at Bothell Landing, and the University of Washington Bothell/Cascadia College campus. The study evaluated the existing strengths and weaknesses of the city, translating them into opportunities to transform the downtown core into a destination and gathering place for residents, employees, and visitors.

One of the significant findings was that the physical connections in the city were limited, and SR 522 and Bothell Way intersected in a manner that discouraged multimodal movement in this area. As a result, the City of Bothell designed and constructed two major transportation projects and is currently working on several additional mobility enhancement projects. The Crossroads SR 522 realignment and Wayne Curve projects, completed in 2015 and 2012 respectively, relocated SR 522 through the downtown core to improve traffic flow and provide environmental benefit. The Main Street Extension and Multiway Boulevard projects will connect the historic Main Street corridor with new developments to the west, including a pedestrian-centric roadway, to better promote vehicle, pedestrian, and bicycle circulation.

A new McMenamin's hotel project at the historic Anderson School has been a catalyzing element of this major redevelopment work. The public-private partnership between the City of Bothell and the McMenamin's company includes a hotel, several restaurants and bars, meeting rooms, a public pool, movie theater, and brewery. The new development shares parking with adjacent Pop Keeney Stadium and has direct pedestrian and bicycle connections to the historic Main Street shopping area and the Sammamish River waterfront park.

The Downtown Revitalization project has been funded through the use of state and federal grants and city matching funds. The Washington State Community Economic Revitalization Board recognized the potential economic value of these projects and awarded the city with approximately \$25M in competitive Local Infrastructure Financing Tool (LIFT) matching grants in 2007. The Transportation Improvement Board has provided

over \$10 million in grant funding toward the SR 522 realignment and Multiway Boulevard Projects. The city has also received grant and mitigation funding from the Department of Ecology and Environmental Protection Agency for contaminated soil and groundwater remediation to clean up historic gas stations, vehicle maintenance facilities, and dry cleaners in the historic downtown. Funding has also come from the Public Works Trust Fund and the Washington Department of Commerce. The city funding has been primarily through Real Estate Excise Taxes (REET) and proceeds from the sale of city owned properties.

This comprehensive project demonstrates the value gained from engaging with the local community to guide the long-term vision, building partnerships for private development, and obtaining financial funding from state and federal sources. These proactive steps have helped the City of Bothell to better control its future, while providing residents with a more accessible and desirable area to shop, recreate, and experience the city.



# Implementation Items Check List

The following check list summarizes the strategies described in this mobility study. The order of magnitude costs and potential timing are also included.

| Big Move | Item   | Cost                   | Timeline   |
|----------|--|------------------------|------------|
| Parking  | • Wayfinding - Creating wayfinding signs throughout downtown to better orient visitors to available parking and other amenities. These would likely be branded to reinforce Burien's unique character.   | \$\$\$ <sup>ab</sup>   | 1-3 years  |
|          | • Restripe existing angled parking on 152nd Street to be reverse-in angled. This project is currently on the city's six-year capital plan.   | \$\$                   | 0-2 years  |
|          | • Time limits - Update downtown parking time limits from 2 hours to 3 or 4 hours. This would require modification to existing signs.   | \$\$                   | 0-2 years  |
|          | • Parking Code Update - Update the City's downtown parking standards to reflect existing public parking surplus in downtown. The cost for this item includes only passing the parking code ordinance, not the potential lost revenues related to lower parking requirements. | \$                     | 0-2 years  |
| Walking  | • ADA Accessible Treatments - Incrementally transition downtown pedestrian facilities to be ADA compliant, including retrofit of curb ramps, crosswalks, and pedestrian-activated crossings. This investment is scalable and will occur over time.                           | \$\$\$\$ <sup>ab</sup> | 5-20 years |
|          | • Enhanced pedestrian crossings - Improved crossings of Ambaum, 4th, and 148th, which could include treatments like half-signals, HAWKS, or RRFB subject to further engineering study.   | \$\$\$\$ <sup>a</sup>  | 2-10 years |
|          | • Crosswalk guidelines - Adoption of city crosswalk guidelines which provide guidance on where enhanced crossings should be provided.  | \$                     | 0-2 years  |
| Biking   | • Biking to Downtown - Provision of dedicated bicycle facilities on pedestrian priority routes heading into downtown.  | \$\$                   | 0-6 years  |
|          | • Shared Streets in Downtown - Ensure speed limits on 151st and 152nd Streets, and 6th Avenue are 25 MPH or less and implement treatments like bike boxes at stop lights, painted sharrows, and back-in angled parking.  | \$\$                   | 0-6 years  |
|          | • Bike parking as art - Install artful bike parking that reinforces Burien's character. This could be done incrementally over time.  | \$\$\$ <sup>ab</sup>   | 0-10 years |
| Transit  | • Burien Shuttle - Partner with King County Metro to provide a shuttle that connects Downtown Burien with the Link Light Rail and airport  | \$\$\$\$ <sup>c</sup>  | 0-3 years  |
|          | • Enhanced regional transit - Sound Transit and King County Metro have included investments for Burien in their draft long range plans. These investments will be funded regionally, but are unlikely to be in place before 2024.  | \$                     | 8-10 years |

<sup>a</sup> The cost estimate represents full project costs. However, this investment is scalable and could be phased in over time, subject to funding availability.

<sup>b</sup> This project could be funded from a variety of sources, potentially including public-private partnerships.

| Big Move    | Item  | Cost                     | Timeline   |
|-------------|---|--------------------------|------------|
| Streetscape | • <b>Activating Spaces</b> - the City may want to revisit its code or incentives related to business expansion, particularly when these expansions reduce blight.   | \$                       | 0-2 years  |
|             | • <b>Active Alleyways</b> - In the near term, improvements related to lighting, organization of utilities, and garbage storage.   | \$\$\$ <sup>ab</sup>     | 1-5 years  |
|             | • <b>153rd Greening</b> - Over time update 153rd to include increased greening, pedestrian scale lighting, improved pedestrian realm, and revise business access. This could be phased in over a number of years. | \$\$\$\$\$ <sup>ab</sup> | 5-20 years |
|             | • <b>151st Pedestrian Priority</b> - Extend pedestrian facilities from town center west to Ambaum.  | \$\$\$ <sup>ab</sup>     | 2-10 years |
| Economic    | • <b>Business Improvement Districts/Areas Establishment</b>   | \$\$                     | 1-5 years  |
|             | • <b>Expedited/Flexible Permitting for Tenants</b>  | \$                       | 0-2 years  |
|             | • <b>Strategic Marketing of Burien's Advantages to Potential Development</b>  | \$\$                     | 0-2 years  |
|             | • <b>Incentive Zoning Updates</b>   | \$                       | 0-2 years  |
|             | • <b>Development and Design Code Updates</b>  | \$                       | 0-2 years  |
|             | • <b>Multifamily Property Tax Exemption Program Updates</b>   | \$                       | 0-2 years  |
|             | • <b>Fee Waivers/Reductions</b>   | \$                       | 0-2 years  |
|             | • <b>Grant Strategy</b>   | \$                       | 0-2 years  |

<sup>a</sup> The cost estimate represents full project costs. However, this investment is scalable and could be phased in over time, subject to funding availability.

<sup>b</sup> This project could be funded from a variety of sources, potentially including public-private partnerships.

# *Appendices*

**Parking Memo**

**Existing Conditions Memo**

**Economic Memo**

**Sustainability Memos**

**Outreach Memo**

**Proposed Parking Code Update**

**Urban Design Supporting Materials**



# FEHR & PEERS

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Studio Cascade        Mayfly Engineering





**CITY OF BURIEN  
AGENDA BILL**

|  |  |  |
|--|--|--|
| <b>Agenda Subject:</b> Review of Council Proposed Agenda Schedule  |  | <b>Meeting Date:</b> July 18, 2016   |
| <b>Department:</b><br>City Manager   | <b>Attachments:</b><br>Proposed Agenda<br>Schedule   | <b>Fund Source:</b> N/A<br><b>Activity Cost:</b> N/A<br><b>Amount Budgeted:</b> N/A<br><b>Unencumbered Budget Authority:</b> N/A |
| <b>Contact:</b><br>Monica Lusk, City Clerk   |  |  |
| <b>Telephone:</b> (206) 248-5517   |  |  |
| <b>Adopted Initiative:</b><br>Yes    No <input checked="" type="checkbox"/>  | <b>Initiative Description:</b> N/A   |  |
| <b>PURPOSE/REQUIRED ACTION:</b><br><br>The purpose of this agenda item is for Council to review the proposed City Council meeting schedule. New items or items that have been rescheduled are in bold.             |  |  |
| <b>BACKGROUND (Include prior Council action &amp; discussion):</b><br><br>Per the City Council Meeting Guidelines, the proposed meeting schedule is reviewed at each meeting.                                      |  |  |
| <b>OPTIONS (Including fiscal impacts):</b><br><br><ol style="list-style-type: none"><li>1. Review the schedule and add, delete, or move items.</li><li>2. Review the schedule and make no modifications.</li></ol> |  |  |
| <b>Administrative Recommendation:</b> Review the schedule and provide direction to staff.  |  |  |
| <b>Advisory Board Recommendation:</b> N/A  |  |  |
| <b>Suggested Motion:</b> None required.  |  |  |
| <b>Submitted by:</b><br><b>Administration</b>   | <b>City Manager</b>  |  |
| <b>Today's Date:</b> July 11, 2016   | <b>File Code:</b> P/CC/Agenda Bills 2016/071816cm-4 Rev<br>Agenda Schedule                               |  |



**CITY OF BURIEN  
COUNCIL PROPOSED AGENDA SCHEDULE  
2016**

**SUMMER SCHEDULE (JUN – AUG)**

**July 25, 7 pm Special Meeting**

**Presentations**

**Presentation on Youth Programming Update.**

*(City Manager)*

**Business Agenda**

**Update on the Highline Public Schools Capital Plan and Levy.**

*(City Manager – Rescheduled from 7/18/16)*

**Presentation of Six-Year Financial Forecast.**

*(Finance/IT – Rescheduled from 6/20/16)*

**Presentation and Potential Action on Branding. (TENTATIVE)**

*(City Manager)*

**Discussion on Early Action Items**

*(City Manager)*

**August 1, 7 pm Regular Meeting**

**Presentations**

**Presentation by the Environmental Science Center.**

*(City Manager)*

**Business Agenda**

**Motion to Adopt Ordinance No. 646, Amending BMC 19.35 Impact Fee Payment Deferral.**

**(IF NEEDED)**

*(Community Development)*

**Discussion on and Potential Action to Adopt Ordinance No. 650, Amending the 2015-2016 Biennial Budget to Recognize Revenues and Expenditures Related to Refunding the 2006 LTGO Bonds.**

*(Finance – Rescheduled from 9/19/16)*

**Presentation on the Financial Policies and General Budget Discussion.**

*(Finance – Rescheduled from 8/15/16)*

**First Public Hearing on the Revenue Sources/Expenditures.**

*(Finance – Rescheduled from 8/15/16)*

**Review of Council Proposed Agenda Schedule.**

*(City Manager)*

**August 15, 7 pm Regular Meeting**

**Discussion on Mandatory Garbage Services and Plastic Bag Ban.**

*(Public Works – Rescheduled from 8/1/16)*

**Review of Council Proposed Agenda Schedule.**

*(City Manager)*

**August 22, 7 pm Special Meeting (TENTATIVE)**

**September 5, Regular Meeting CANCELED – Labor Day Holiday**

**September 19, 7 pm Regular Meeting**

**Introduction/Discussion on Ordinance No. 647, Adopting Highline Public Schools School Impact Fee.**

*(Community Development)*

**Presentation on the Preliminary Operating Budget.**

*(Finance)*

**Discussion on the Property Tax Levy.**

*(Finance)*

**Discussion on Proposed Surface Water Management (SWM) Rates.**

*(Finance)*

**Introduction on Significant Tree Retention Zoning Code Amendments.**

*(Community Development)*

**Review of Council Proposed Agenda Schedule.**

*(City Manager)*

**September 26, 7 pm Study Session**

**Joint Meeting of the City Council and Parks & Recreation Board.**

*(Parks)*

Review of Council Proposed Agenda Schedule.

*(City Manager)*

**October 3, 7 pm Regular Meeting**

Motion to Adopt Ordinance No. 647, Adopting Highline Public Schools Impact Fee.

*(Community Development)*

Discussion and Potential Action on Ordinance No. 648, Regarding Significant Tree Retention Zoning Code Amendments.

*(Community Development)*

**Discussion on Update to the Low Impact Development (LID) Codes.**

*(Public Works)*

**Discussion on 2017 Regional, State and Federal Legislative Agenda.**

*(City Manager)*

Presentation on Human Services Funding.

*(Finance)*

Presentation on the Preliminary Capital Improvement Program (CIP) Budget.

*(Finance)*

Review of Council Proposed Agenda Schedule.

*(City Manager)*

**October 17, 7 pm Regular Meeting**

Motion to Adopt Ordinance No. 648, Regarding Significant Tree Retention Zoning Code Amendments. (IF NEEDED)

*(Community Development)*

**Motion to Adopt Ordinances Regarding Low Impact Development (LID).**

*(Public Works)*

**Discussion and Potential Action on 2017 Regional, State and Federal Legislative Agenda.**

*(City Manager)*

Second Public Hearing on Revenue Sources/Expenditures.

*(Finance)*

Discussion on the Preliminary Operating and Capital Improvement Program (CIP) Budget Follow-Up.

*(Finance)*

Discussion on the Financial Policies.

*(Finance)*

Review of Council Proposed Agenda Schedule.

*(City Manager)*

**October 24, 7 pm Study Session**

Discussion on the Preliminary Operating and Capital Improvement Program (CIP) Budget Follow-Up. (IF NEEDED)

*(Finance)*

**Discussion on City Council Meeting Guidelines.**

*(City Manager)*

Review of Council Proposed Agenda Schedule.

*(City Manager)*

**November 7, 7 pm Regular Meeting**

Discussion on Amendments to BMC Regarding Airport Noise Reduction.

*(Community Development - Rescheduled from 5/16/16)*

Discussion on the 2017-2018 Budget Ordinance.

*(Finance)*

**Introduction/Discussion on Ordinance No. 652, Minor Zoning Code Amendments.**

*(Community Development)*

Discussion on the Property Tax Levy.

*(Finance)*

Discussion on the Proposed Surface Water Management (SWM) Rates.

*(Finance)*

**Nov 7 cont'd.**

**Motion to Adopt Ordinance No. 651, Regarding Low Impact Development Zoning Code Amendments. (If Needed)**

*(Public Works)*

Review of Council Proposed Agenda Schedule.

*(City Manager)*

**November 21, 6 p.m. - Special Meeting: for the purpose of holding an Executive Session to discuss the performance of a public employee per RCW 42.30.110(1)(g)**

**7 pm Regular Meeting**

**Discussion and Potential Action to Adopt Ordinance No. 652, Minor Zoning Code Amendments.**

*(Community Development)*

**Introduction on 2016 Comprehensive Plan Amendments.**

*(Community Development)*

**Motion to Adopt Ordinance No. xxx, Setting the 2017 Property Tax Levy.**

*(Finance)*

**Motion to Adopt the Financial Policies.**

*(Finance)*

**Motion to Approve Ordinance No. xxx, Adopting the 2017-2018 Biennial Budget.**

*(Finance)*

**Motion to Approve Ordinance No. xxx, Adopting the Surface Water Management (SWM) Rates.**

*(Finance)*

**Motion on Amendments to BMC Regarding Airport Noise Reduction.**

*(Community Development - Rescheduled from 6/6/16)*

Review of Council Proposed Agenda Schedule.

*(City Manager)*

**November 28, 7 pm Study Session**

Review of Council Proposed Agenda Schedule.

*(City Manager)*

**December 5, 6 p.m. - Special Meeting: for the purpose of holding an Executive Session to discuss the performance of a public employee per RCW 42.30.110(1)(g)**

**7 pm Regular Meeting**

**Discussion and Potential Action on 2016 Comprehensive Plan Amendments.**

*(Community Development)*

Review of Council Proposed Agenda Schedule.

*(City Manager)*

**December 19, 7 pm Regular Meeting**

**Motion to Adopt Ordinance No. xxx, Regarding 2016 Comprehensive Plan Amendments. (if Needed)**

*(Community Development)*

Review of Council Proposed Agenda Schedule.

*(City Manager)*

**December 26, Study Session CANCELLED – Christmas Holiday**

**FUTURE AGENDA ITEMS (identified by Council)**

**Low Priorities (1/24 Council Retreat)**

- a. Discussion on Wi-Fi Service in Common Areas (*Council direction on 9/15/14*)
- b. Discussion on Establishing Multiple Rates Within the Business and Occupation (B&O) Tax According to Different Sizes or Types of Businesses (*Council direction on 11/17/14*)

**2016 FUTURE AGENDA ITEMS (identified by Staff)**

- a. BMC Revisions Regarding Right-of-Way (*Staff on 10/14/14*)
- b. Public Works Fee Schedule Modifications (*Staff on 1/9/15*)
- c. Establishing Development Fee Implementation Dates (*Staff on 1/9/15*)
- d. Downtown Center Planning Effort (Consolidation of Downtown Vision, Policies and Actions with Outside Planning Assistance, incorporating issues such as Hotel/Entertainment/Arts District, — Parking, Traffic Flow and Street Network, Pedestrian Way Finding, Sidewalk Art and Park Space with Participation by all City Departments, Downtown focused Organizations and Businesses) (*Staff on 1/9/15*)
- e. Valley View Sewer Easement (*Staff on 9/15/15*)
- f. Discussion on and Potential Action on Adopting Permit Technology Fees (*Staff on 3/8/16*)
- g. Discussion on Business License Code Update (*Staff on 3/8/16*)

**2017 FUTURE AGENDA ITEMS (identified by Staff)**

- a. 2016 Title 17 Subdivision Code Major Revision (*Staff on 1/9/15 – Rescheduled from 2016*)
- b. Uninhabitable Buildings (*Staff on 8/18/15 – Rescheduled from 2016*)
- c. Discussion Regarding Utility Franchises (*Staff on 11/23/15 – Rescheduled from 2016*)
- d. Discussion Regarding Permit Tracking System Modification/Replacement (*Staff on 1/9/15 – Rescheduled from 2016*)
- e. Discussion on and Potential Action on Adopting a Credit Card Convenience Fee (*Staff on 1/19/16 – Rescheduled from 2016*)
- f. Sign Code Update (*Staff on 3/22/16*)

## Monica Lusk

---

**From:** Kamuron Gurol  
**Sent:** Thursday, June 23, 2016 7:34 AM  
**To:** Debi Wagner  
**Cc:** Monica Lusk  
**Subject:** Re: meetings

Many thanks Debi, we will include in 7/18 packet as well. :)

Kamuron Gurol

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**From:** Debi Wagner  
**Sent:** Wednesday, June 22, 2016 5:38 PM  
**To:** Council Members  
**Cc:** Kamuron Gurol  
**Subject:** meetings

Council and Kamuron:  
Update on recent meetings.  
Please do not reply to this message.

I attended the Port of Seattle Energy and Sustainability Committee meeting at Pier 69 on 6/14. The main discussion included a presentation of the Port's plans for expansion, historical calculations of carbon from both the Sea and Airports which included discussion of the contributing emissions from support vehicles, passenger traffic and cargo trucks. The Port staff presented some improvements and planned improvements with reduction programs for energy efficiency, electrified gates and terminals. I provided input on projections of future potential carbon emissions, Burien impacts and referenced a presentation I had given to the Port Commission in 2008 on carbon reduction strategies.

The same day, I also attended the community conversation on Youth Violence at Highline College. Speakers included young students who emphasized that connections with community leaders, teachers and adults who showed empathy and provided options for available programs was a factor leading to good choices and success. Another speaker emphasized youth programs to get kids involved in sports, etc., to deter them from making bad choices. City of Burien Parks and Recreation youth program Trish spoke about the importance of the programs to community and expressed sadness at the recent violence since she knew the victim.

On 6/20 I attended the Burien Strawberry Festival Fathers Day Car Show, saw lots of beautiful cars, so many people, volunteered making some wild designs for kids at the Hat making booth for 2 hours and enjoyed the perfect weather.

On 6/21 I attended the SCATbd meeting and heard an update on the 167 projects. They've decided to open the lanes for entering and exiting and have found that although average commute of 45 minutes is slightly lower, satisfaction is much higher. The added HOV lane will become a hot lane by December. I learned that the prices on the screen when entering the hot lane is the total cost for the trip and doesn't accumulate as you pass escalating rates which I find helpful to know. It saves to enter before the jam.

Kathy Snow from Metro alternative services talked about other kinds of things Metro is doing to meet unique needs of the SE King County area. They are working on a community van program, ride home, evening services, ride share promotion. Many of the alternative programs for smaller busses for instance (community shuttle) that have replaced fixed routes lost due to budget cuts are proving successful in many areas. Suggestion was that since uber is so successful, Metro should consider it as an additional alternative.

Debi Wagner



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## MEMORANDUM

**TO:** Honorable Mayor and Members of the City Council  
**FROM:** Kamuron Gurol, City Manager  
**DATE:** July 18, 2016  
**SUBJECT:** City Manager's Report

### I. INTERNAL CITY INFORMATION

#### A. Day Camp Registration Update

Burien Parks, Recreation & Cultural Services (PaRCS) has 600 out of 660 registration slots filled for Camp Craze, the weekly day camp program for elementary-aged children. Sixty spots are available each week from June 20-August 31. The Summer Teen Scene (STS) program has capacity for 36 spots per week, and is filled to capacity.

#### B. Wild Strawberry Festival Celebrates Community

Over 8,000 people attended this year's incredible event June 18-19 in Town Square and downtown Burien. The weekend was filled with musical performances, games and activities for youth, vendor booths and food trucks. A huge attraction was Discover Burien's Father's Day Car show, which was held all day Sunday. On Saturday, little ones enjoyed the "Touch a Truck" event where they could climb into fire trucks, police cars, and other vehicles, including a hydroplane. Saturday afternoon's performance highlight was the annual B-Boy and B-Girl Strawberry Jam-Breakdance Battle, which attracted hundreds of spectators.

#### C. Summer Cheer Camp

Taught by Highline High School's (HHS) cheerleaders, this new children's camp was held the week of June 27- July 1 at the high school. Cheer camp participants got the thrill of marching with the HHS Cheerleaders in Burien's 95<sup>th</sup> Annual July 4 Parade.

#### D. June Permit Activity Report (Page 179)

Attached are the monthly reports for Construction Permits Issued and Construction Permit Applications Received during the month of June 2016. Also included is a list of tenant improvement applications/permits and major construction applications/permits.

Construction Permits Issued:

The number of permits issued for June 2016 is higher than those reported for May 2016 and June 2015. The total project valuation of \$ 3.9 million is slightly more than May 2016 but significantly less than June 2015. So far this year, we have issued 154 more permits in the first half of 2016 than we did in 2015, which was a record year.

Construction Permit Applications Received:

The number of permit applications received for June 2016 is significantly higher than applications received in May 2016 and significantly higher than June 2015, while the total project valuation of \$12.1 million is less than that reported for May 2016 and more than 4.5 times higher than the same month last year. So far this year, we received 223 more permit applications in the first half of 2016 than we did in 2015, which was a record year.

- E. **2016 Des Moines-Burien-Normandy Park Business Recycling Collection Event**  
It was a busy day at the 2016 Business Recycling Collection Event held on Thursday, June 22, at John Knox Presbyterian Church. One hundred and twenty-two (122) Des Moines, Burien, and Normandy Park businesses participated in this event and the total amount of material collected was 19,858 pounds, or just under 10 tons. The average amount of material collected was 163 pounds per business. During the event Olympic Environmental Resources (OER) staff distributed educational materials on King County hazardous waste collection and recycling programs to event participants.

The event included the collection of:

- 7,150 pounds of scrap metals, appliances, and computer/electronic equipment. The materials will be sorted and processed at various recycling facilities.
- 6,223 pounds of shredded paper. The confidential documents were shredded on site by Confidential Data Disposal.
- 3 used refrigerators, freezers, and air conditioning units. The ozone depleting chemicals and gas will be removed from these units and disposed of properly by Total Reclaim in Seattle (1,050 pounds).
- 3,455 pounds of bulky and scrap wood. The bulky yard debris and the scrap wood will be processed for recycling through Rainier Wood Recyclers, a wood processor in Covington.
- 1,460 pounds of cardboard. The material will be recycled by Smurfit in Renton.
- 199 pounds of office plastics will be recycled through Smurfit in Renton.
- 88 toner cartridges. The toner cartridges will be recycled by Printer Cartridge Recycling in Auburn and will be refilled and sold as remanufactured toner cartridges (176 pounds).
- 145 pounds of cellular phones, batteries and peripherals. The equipment was delivered to Uptekk Recycling in Pacific and will be processed for parts and scrap metal.

## **II. COUNCIL UPDATES/REPORTS**

### **A. Citizen Action Report (CAR) (Page 189)**

Staff has provided Council with the attached June Citizen Action Report.

## **III. Notices: (Page 197)**

The following (attached) Notices were published:

- **Public Hearing Notice:** The City of Burien Planning Commission held a public hearing to receive public comments on proposed amendments to zoning code regulations pertaining to tree protection and regulations. The hearing was held on July 13, 2016, at 7:00 p.m. at Burien City Hall.
- **Notice of Application:** PLA 16-1143; Javier Morales, Morales Properties; Short Plat One Residential Lot Into Two Residential Lots.
- **Notice of Decision:** PLA 16-0242; Han Phan, PBG, LLC, for Javier Morales, Gem & Morales, LLC; Preliminary Approval with Conditions, Short Plat One Residential Lot Into Two Residential Lots.





# Burien

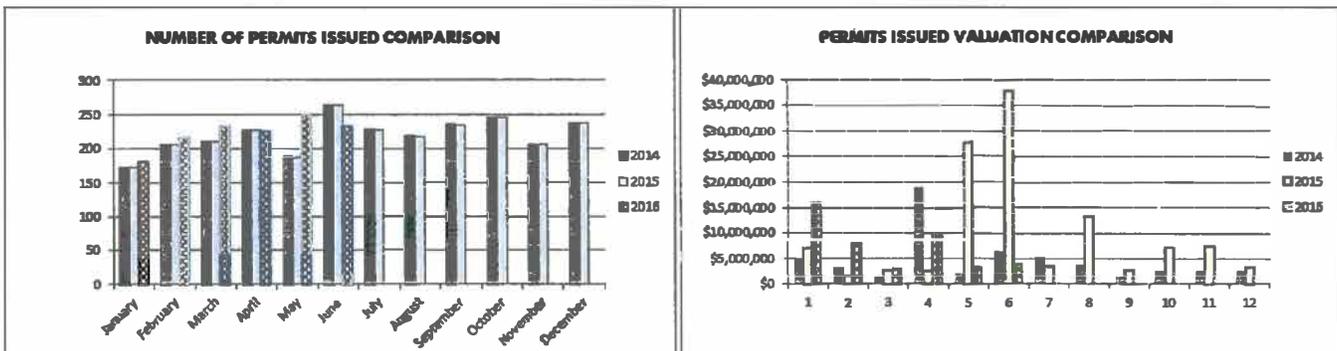
Washington, USA

## Summary of Permits Issued

**Start Date:** 06/01/2016

**End Date:** 06/30/2016

| Type/Permit     | Count      | Valuation             |
|-----------------|------------|-----------------------|
| Building        | 25         | \$2,107,345.56        |
| Demolition      | 4          | \$15,000.00           |
| Electrical      | 106        | \$1,805,738.56        |
| Fire Protection | 4          | \$7,700.00            |
| Mechanical      | 38         | \$26,053.00           |
| Plumbing        | 20         | \$29,600.00           |
| Right of Way    | 33         |                       |
| Sign            | 1          |                       |
| <b>Totals :</b> | <b>231</b> | <b>\$3,991,437.12</b> |





## MONTHLY REPORT JUNE - 2016

### Major Permits Issued (Applicants Valuation of \$200,000 or more)

| Permit Number | Project Name  | Scope of Work  | Date Issued | Location                      | Total Valuation |
|---------------|---|--|-------------|-------------------------------|-----------------|
| ELE-15-2101   | PUGET SOUND SKILLS CENTER - HEALTH SCIENCES BUILDING ELECTRICAL | ELECTRICAL TO NEW SCHOOL BUILDING AT EXISTING SCHOOL CAMPUS / NEW ELECTRICAL SERVICE AND EMERGENCY GENERATOR / RELOCATION OF EXISTING EMERGENCY GENERATOR  | 03/15/2016  | 18010 8TH AVE S               | \$1,596,297.00  |
| BLD-12-2160   | HLMC TENANT IMPROVEMENT - G.J. CLINIC                           | CHANGING EXISTING OFFICE SUITE TO A G.J. CLINIC  | 06/09/2016  | 16233 SYLVESTER RD SW         | \$793,319.00    |
| BLD-16-0752   | WESTERN DISTRIBUTION COLD STORAGE FACILITY - CLEAR & GRADE      | CLEARING, GRADING, AND INSTALLATION OF TEMPORARY EROSION CONTROL MEASURES TO PREPARE THE SITE FOR FUTURE BUILDING CONSTRUCTION & SITE WORK IMPROVEMENTS  | 06/02/2016  |                               | \$390,000.00    |
| BLD-16-1341   | HIGHLINE SCHOOL DISTRICT - ERAC REROOF                          | REROOF: SOUTH ROOF AT ERAC BLDG / COMPLETE TEAR OFF OF EXISTING ROOFING & INSTALLATION OF NEW ROOFING / NEW ROOF CONSISTS OF BASEHEAT, NEW TAPERED INSULATION, AND 4-PLY SBS ROOF SYSTEM APLIED IN HOT ASPHALT | 06/13/2016  | 15875 AMBAUM BLVD SW          | \$240,000.00    |
| BLD-15-0370   | CHESTNUT-HOOK CABANA  | CONSTRUCT NEW 795 SQ. FT. SFR WITH 163 SQ. FT. COVERED DECK, LIVING ROOM, KITCHENETTE, 3/4 BATH, AND STORAGE SPACE   | 03/30/2016  | 16363 MAPLEWILD AVE SW [TEMP] | \$175,000.00    |
| BLD-16-0486   | STEWIN WAREHOUSE  | DEMOLISH EXISTING GARAGE & BUILD NEW WAREHOUSE / PLUMBING: 1 LAV, SHOWER, AND TOILET / MECHANICAL: 1 GAS WATER HEATER & 1 VENT-FAN   | 06/07/2016  | 635 SW 148TH ST               | \$150,000.00    |



# MONTHLY REPORT - JUNE 2016

## Tenant Improvement Permits Issued

| Permit Number | Project Name   | Scope of Work  | Date Issued | Location                       | Total Valuation |
|---------------|--|--|-------------|--------------------------------|-----------------|
| BLD-16-0083   | BURGER BROILER - CHANGE OF USE                             | REMODEL RETAIL SPACE TO BE A RESTAURANT  | 06/01/2016  | 119 SW 148TH ST                | \$30,000.00     |
| BLD-16-0752   | WESTERN DISTRIBUTION COLD STORAGE FACILITY - CLEAR & GRADE | CLEARING, GRADING, AND INSTALLATION OF TEMPORARY EROSION CONTROL MEASURES TO PREPARE THE SITE FOR FUTURE BUILDING CONSTRUCTION & SITE WORK IMPROVEMENTS  | 06/02/2016  |                                | \$360,000.00    |
| BLD-16-1027   | MONTROSE APTS REMODEL                                      | REMODEL: POOL AREA / RESTROOM / SHOWER   | 06/03/2016  | 220 S 152ND ST                 | \$7,500.00      |
| BLD-16-1280   | CEDAR COURT APTS. REROOF                                   | REROOF: TORCHDOWN  | 06/06/2016  | 15621 4TH AVE S                | \$6,000.00      |
| BLD-16-1313   | COMMERCIAL BUILDING REROOF                                 | REROOF: REMOVE THE EXISTING ROOF DOWN TO THE WOOD DECK WHICH WILL BE LEFT IN PLACE / INSTALL A NEW BASE SHEET & A NEW 60MI1 PVC ROOF SYSTEM  | 06/09/2016  | 15421 1ST AVE S                | \$30,685.00     |
| BLD-16-1316   | RENASCENT CROSSFIT   | TENANT IMPROVEMENT FOR CROSSFIT GYM / FITNESS CENTER - WILL OCCUPY 234 & 236 SW 153RD  | 06/09/2016  | 234 SW 153RD ST                | \$1,000.00      |
| BLD-15-2160   | HLMC TENANT IMPROVEMENT - G.I. CLINIC                      | CHANGING EXISTING OFFICE SUITE TO A G.I. CLINIC  | 06/09/2016  | 16233 SYLVESTER RD SW          | \$793,319.00    |
| BLD-16-1335   | AAAA MINI STORAGE - BLDG C                                 | REROOF: ROOFING & SHEATHING OF SINGLE PLY TPO  | 06/13/2016  | 17768 DES MOINES MEMORIAL DR S | \$19,541.56     |
| BLD-16-1341   | HIGHLINE SCHOOL DISTRICT - ERAC REROOF                     | REROOF: SOUTH ROOF AT ERAC BLDG / COMPLETE TEAR OFF OF EXISTING ROOFING & INSTALLATION OF NEW ROOFING / NEW ROOF CONSISTS OF BASEHEAT, NEW TAPERED INSULATION, AND 4-OLY SBS ROOF SYSTEM APLIED IN HOT ASPHALT | 06/13/2016  | 15675 AMBAUM BLVD SW           | \$240,000.00    |

| Permit Number | Project Name  | Scope of Work   | Date Issued | Location                     | Total Valuation |
|---------------|---|---|-------------|------------------------------|-----------------|
| BLD-16-0517   | 911 SUPPLY<br>TENANT<br>IMPROVEMENT                   | INTERIOR REMODEL<br>(NON-STRUCTURAL) WILL<br>MODIFY THE EXISTING SPACE<br>TO PROVIDE 3 OFFICES, 1<br>OPEN SALES AREA, 1 STORAGE<br>/ BACK-OF-HOUSE ROOM, 1<br>EMPLOYEE BREAK ROOM, 2<br>CHANGE ROOMS, AND<br>REBUILDING THE RESTROOMS<br>TO MEET ADA REQUIREMENTS | 06/13/2016  | 136 SW 152ND ST              | \$50,000.00     |
| BLD-16-1419   | KCLS / BURIEN<br>PARKING<br>GARAGE DOOR<br>LOCK/GATE. | REPLACE OLD CHAINLINK<br>FENCE WITH METAL PICKET<br>FENCE AT THE GARAGE LEVEL<br>OF THE BURIEN LIBRARY.<br>INSTALL NEW ENTRY EXIT<br>DOOR AT THE GARAGE<br>PARKING LEVEL AT STAIRWELL.  | 06/21/2016  | 15135 4TH AVE SW             | \$2,000.00      |
| BLD-16-1018   | LAKE BURIEN<br>PHYSICAL<br>THERAPY TI,<br>SUITE 140   | COMPLETE TENANT<br>IMPROVEMENTS FOR<br>PHYSICAL THERAPY SUITE.  | 06/23/2016  | 15811 AMBAUM BLVD SW STE 140 | \$50,000.00     |



# Burien

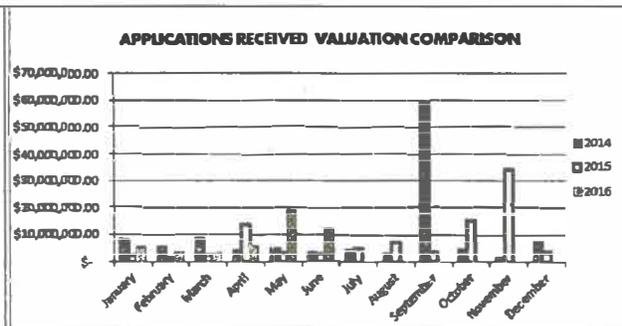
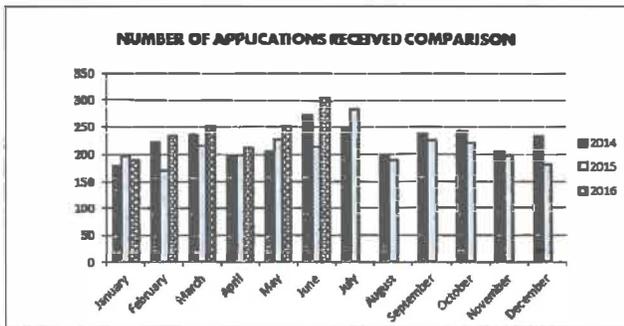
Washington, USA

## Summary of Permits Applications

Start Date: 6/01/2016

End Date: 6/30/2016

| TypePermit      | Count      | Valuation               |
|-----------------|------------|-------------------------|
| Building        | 78         | \$ 10,618,494.56        |
| Demolition      | 4          | \$ 98,722.84            |
| Electrical      | 108        | \$ 1,180,041.56         |
| Fire Protection | 5          | \$ 28,500.00            |
| Mechanical      | 40         | \$ 254,053.00           |
| Plumbing        | 17         | \$ 9,100.00             |
| Right of Way    | 51         |                         |
| Sign            | 3          | \$ 1,100.00             |
| <b>Totals :</b> | <b>306</b> | <b>\$ 12,116,289.12</b> |





## MONTHLY REPORT - JUNE - 2016

### Major Permit Applications Received

(Applicants Valuation of \$200,000 or more)

| Permit Number | Project Name                                 | Scope of Work  | Date Applied | Location                     | Total Valuation |
|---------------|--|--|--------------|------------------------------|-----------------|
| ELE-16-1233   | E16-14906 SWSSD ELECTRICAL - BLDG A          | E16-14906 NEW ELECTRICAL CONSTRUCTION OF BUILDING A  | 05/01/2016   | 17874 DES MOINES MEMORIAL DR | \$525,900.00    |
| ELE-16-1243   | E16-14975 SWSSD ELECTRICAL - BLDG C          | E16-14975 NEW ELECTRICAL CONSTRUCTION OF BUILDING C  | 05/02/2016   | 17874 DES MOINES MEMORIAL DR | \$250,050.00    |
| BLD-16-1258   | BLVD LANDING - LOT 1                         | CONSTRUCT TWO STORY, 2883 SF SINGLE FAMILY RESIDENCE WITH 2 CAR GARAGE   | 06/07/2016   | 2709 S 124TH LN (TEMP)       | \$200,000.00    |
| BLD-16-1259   | BLVD LANDING - LOT 2                         | CONSTRUCT TWO STORY, 2883 SF SINGLE FAMILY RESIDENCE WITH 2 CAR GARAGE   | 06/07/2016   | 2715 S 124TH LN (TEMP)       | \$200,000.00    |
| BLD-16-1272   | WESTERN DISTRIBUTION ROCKERY RETAINING WALLS | CONSTRUCTION OF MSE AND ROCKERY RETAINING WALLS FOR WESTERN DISTRIBUTION PROJECT SITE WORK DEVELOPMENT.  | 06/08/2016   |                              | \$350,000.00    |
| BLD-16-1273   | BLVD LANDING - LOT 3                         | CONSTRUCT TWO STORY, 2883 SF SINGLE FAMILY RESIDENCE WITH 2 CAR GARAGE   | 06/07/2016   | 2723 S 124TH LN (TEMP)       | \$200,000.00    |
| BLD-16-1296   | NEW HOUSE 12403                              | CONSTRUCT NEW 2778 SQ. FT. SFR   | 06/07/2016   | 12403 14TH AVE S             | \$200,000.00    |
| BLD-16-1325   | E16-15955 BAKERY NOUVEAU TI                  | E16-15955 INTERIOR RENOVATION OF EXISTING TWO LEVEL COMMERCIAL BUILDING WITH APPROX. 344 SQ. FT. OF OFFICE ADDITION / SITE IMPROVEMENTS INCLUDE REVISED PARKING LAYOUT, LANDSCAPING, AND NEW TRASH ENCLOSURE | 06/10/2016   | 424 SW 153RD ST              | \$1,200,000.00  |
| MEC-16-1331   | E16-16032 APARTMENTS AT BURIEN TOWN SQUARE   | E16-16032 RESIDENTIAL UNIT VENTING (UNITS 101-635)   | 06/10/2016   | 15046 5TH AVE SW [TEMP]      | \$200,000.00    |

| Permit Number | Project Name                           | Scope of Work  | Date Applied | Location             | Total Valuation |
|---------------|--|--|--------------|----------------------|-----------------|
| BLD-16-1341   | HIGHLINE SCHOOL DISTRICT - ERAC REROOF | REROOF: SOUTH ROOF AT ERAC BLDG / COMPLETE TEAR OFF OF EXISTING ROOFING & INSTALLATION OF NEW ROOFING / NEW ROOF CONSISTS OF BASEHEAT, NEW TAPERED INSULATION, AND 4-PLY SBS ROOF SYSTEM APLIED IN HOT ASPHALT | 06/13/2016   | 15675 AMBAUM BLVD SW | \$240,000.00    |
| BLD-16-1463   | BRINTON REMODEL / ADDITION             | REMODEL OF EXITING SFR / BASEMENT TO REMAIN, FIRST FLOOR & ATTACHED GARAGE TO BE DEMOLISHED & REPLACED WITH NEW STRUCTURE / PARTIAL SECOND FLOOR ABOVE THE GARAGE  | 06/24/2016   |                      |                 |
| BLD-16-1500   | VANLANDINGHAM NEW SFR                  | CONSTRUCT NEW TWO-STORY RESIDENCE  | 06/27/2016   |                      | \$300,000.00    |
| BLD-16-1509   | GREGORY HTS SINGLE FAMILY RESIDENCE    | CONSTRUCT 2923 SF SINGLE FAMILY RESIDENCE WITH ATTACHED GARAGE   | 06/28/2016   | 12060 1ST AVE S      | \$220,000.00    |
| BLD-16-1513   | STILLWATER DEVELOPMENT BUILDING PERMIT | CONSTRUCT 4-BEDROOM 3265 SF SINGLE FAMILY RESIDENCE ON VACANT LOT  | 06/28/2016   |                      | \$240,000.00    |
| BLD-16-1523   | POTTS BUILDING PERMIT                  | CONSTRUCT 2142 SF SINGLE FAMILY RESIDENCE WITH ATTACHED GARAGE   | 06/29/2016   | 1512 SW 160TH ST     | \$350,000.00    |
| BLD-16-1544   | GREGORY HEIGHTS                        |  | 06/29/2016   | 12070 1ST AVE S      | \$220,000.00    |
| BLD-16-1548   | RIORDAN NEW SFR                        | CONSTRUCT NEW 4075 SQ. FT. SFR   | 06/30/2016   | 2435 SW 172ND ST     | \$800,000.00    |



# MONTHLY REPORT - JUNE 2016

## Tenant Improvement Permit Applications

| Permit Number | Project Name                      | Scope of Work  | Date Issued | Location              | Total Valuation |
|---------------|-----------------------------------|--|-------------|-----------------------|-----------------|
| BLD-16-1325   | E16-15955<br>BAKERY<br>NOUVEAU TI | E16-15955 INTERIOR<br>RENOVATION OF EXISTING TWO<br>LEVEL COMMERCIAL BUILDING<br>WITH APPROX. 344 SQ. FT. OF<br>OFFICE ADDITION / SITE<br>IMPROVEMENTS INCLUDE<br>REVISED PARKING LAYOUT,<br>LANDSCAPING, AND NEW<br>TRASH ENCLOSURE |             | 424 SW 153RD ST       | \$1,200,000.00  |
| BLD-16-1328   | COMFORT ZONE<br>TI                | SALES & SERVICE COUNTER<br>LOWERED / PANIC DOOR<br>HARDWARE - INSTALLED 3<br>DOORS / INSTALL LIT EXIT SIGN<br>- EMERGENCY EGRESS<br>LIGHTING / OCCUPANT LOAD<br>SIGNAGE / INSTALL EXTERIOR<br>DOOR                                   |             | 15304 1ST AVE S       | \$800.00        |
| BLD-16-1371   | CASH AMERICA                      | ADDING EXIT SIGNS AND<br>OPENING AN EXIT DOOR  |             | 15421 1ST AVE S       | \$2,500.00      |
| BLD-16-1386   | NEW TESTAMENT<br>CHURCH           | RELOCATION OF 3 ADA<br>PARKING SPACES / TOTAL OF<br>60 FEET IN LENGTH & 10 1/2 FT<br>WIDE / REMOVE PLANT<br>MATERIAL & ADD MORE<br>PAVEMENT WHERE NEEDED /<br>STRIPING & APPROPRIATE<br>SIGNAGE                                      |             | 18635 8TH AVE S       | \$500.00        |
| BLD-18-1541   | ARCH CPA PLLC                     | TENANT IMPROVEMENT TO<br>ALTER EXISTING LAYOUT OF<br>OFFICE  |             | 920 SW 152ND ST # 101 | \$4,000.00      |
| BLD-16-1542   | ARCH CPA PLLC<br>DECK             | DEMOLISH EXISTING DECK AND<br>BUILD NEW DECK & STAIRS  |             | 920 SW 152ND ST # 101 | \$8,000.00      |
| BLD-18-1280   | CEDAR COURT<br>APTS. REROOF       | REROOF: TORCHDOWN  | 06/06/2016  | 15621 4TH AVE S       | \$6,000.00      |
| BLD-16-1313   | COMMERCIAL<br>BUILDING<br>REROOF  | REROOF: REMOVE THE<br>EXISTING ROOF DOWN TO THE<br>WOOD DECK WHICH WILL BE<br>LEFT IN PLACE / INSTALL A<br>NEW BASE SHEET & A NEW<br>60MI1 PVC ROOF SYSTEM   | 06/09/2016  | 15421 1ST AVE S       | \$30,685.00     |
| BLD-16-1316   | RENASCENT<br>CROSSFIT             | TENANT IMPROVEMENT FOR<br>CROSSFIT GYM / FITNESS<br>CENTER - WILL OCCUPY 234 &<br>236 SW 153RD   | 06/09/2016  | 234 SW 153RD ST       | \$1,000.00      |

| Permit Number | Project Name                                 | Scope of Work  | Date Issued | Location                       | Total Valuation |
|---------------|--|--|-------------|--------------------------------|-----------------|
| BLD-16-1335   | AAAA MINI STORAGE - BLDG C                   | REROOF: ROOFING & SHEATHING OF SINGLE PLY TPO  | 06/13/2016  | 17786 DES MOINES MEMORIAL DR S | \$19,541.56     |
| BLD-16-1341   | HIGHLINE SCHOOL DISTRICT - ERAC REROOF       | REROOF: SOUTH ROOF AT ERAC BLDG / COMPLETE TEAR OFF OF EXISTING ROOFING & INSTALLATION OF NEW ROOFING / NEW ROOF CONSISTS OF BASEHEAT, NEW TAPERED INSULATION, AND 4-OLY SBS ROOF SYSTEM APLIED IN HOT ASPHALT | 06/13/2016  | 15675 AMBAUM BLVD SW           | \$240,000.00    |
| BLD-16-1419   | KCLS / BURIEN PARKING GARAGE DOOR LOCK/GATE. | REPLACE OLD CHAINLINK FENCE WITH METAL PICKET FENCE AT THE GARAGE LEVEL OF THE BURIEN LIBRARY. INSTALL NEW ENTRY EXIT DOOR AT THE GARAGE PARKING LEVEL AT STAIRWELL.   | 06/21/2016  | 15135 4TH AVE SW               | \$2,000.00      |

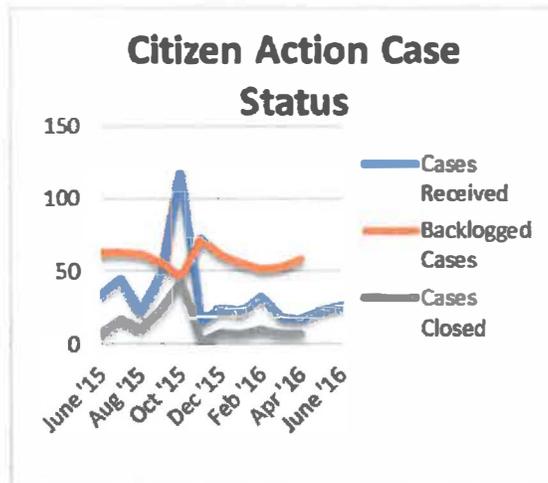




**CITY OF BURIEN MEMORANDUM**

**DATE:** June 30, 2016  
**TO:** Kamuron Gurol, City Manager  
**FROM:** Cynthia Schaff, Paralegal  
**RE:** 2016 Citizen Action Report

This report reflects the caseload for May and includes all backlog cases open as of June 30, 2016. As of that date, there were 77 open cases. 55 of the open cases are more than five weeks old and are considered backlog. There were 27 cases opened during the month of June, 4 cases initiated by staff/police/fire, and 23 cases initiated by residents. 5 of the cases opened during the month of June were closed within the month.



|                                | June '15 | July '15 | Aug '15 | Sept '15 | Oct '15 | Nov '15 | Dec '15 | Jan '16 | Feb '16 | Mar '16 | Apr '16 | May '16 | June '16 |
|--------------------------------|----------|----------|---------|----------|---------|---------|---------|---------|---------|---------|---------|---------|----------|
| <b>Cases Closed</b>            | 8        | 17       | 11      | 24       | 43      | 2       | 8       | 7       | 10      | 7       | 7       | 3       | 5        |
| <b>Cases Received</b>          | 35       | 45       | 22      | 49       | 117     | 15      | 24      | 21      | 33      | 18      | 17      | 23      | 27       |
| <b>% Cases Closed/Received</b> | 23%      | 38%      | 50%     | 49%      | 37%     | 13%     | 33%     | 33%     | 30%     | 39%     | 41%     | 13%     | 19%      |
| <b>Backlogged Cases</b>        | 63       | 63       | 62      | 56       | 46      | 72      | 61      | 56      | 51      | 53      | 58      | 58      | 55       |
| <b>Total Open Cases</b>        | 92       | 96       | 77      | 83       | 122     | 86      | 79      | 74      | 77      | 66      | 71      | 77      | 77       |
| <b>% of Backlog</b>            | 68%      | 66%      | 81%     | 67%      | 38%     | 84%     | 77%     | 76%     | 66%     | 80%     | 82%     | 75%     | 71%      |

As usual, please let me know if you have any questions or suggestions for additional improvements to this report.

**Cc:** Chip Davis, Community Development Director  
 Jan Vogee, Building Official  
 Barb Canfield, Code Compliance Officer

Steve Roemer, Interim Parks Director  
 Maiya Andrews, Public Works Director  
 Lisa Marshall, City Attorney





***Monthly Report to the City Manager***  
***Citizen Action Request Case Status***

Report Date: 06/30/2016

| Days Old | Department       | CAR #       | Date Received | Nature of Request | Complaint Information                                     | Last Action          | Date       | Status |
|----------|------------------|-------------|---------------|-------------------|---|----------------------|------------|--------|
| 1894     | Code Enforcement | CAR-11-0486 | 11/10/2011    | Nuisance          | 16331 MAPLEWILD AV SW<br>Nuisance-Golka-Zone 3            | Email                | 04/27/2016 | Open   |
| 1065     | Code Enforcement | CAR-13-0301 | 07/31/2013    | Housing Concerns  | 646 SW 152ND ST<br>Housing, Illegal Dwelling-Phung-Zone 3 | Site Investigation   | 05/20/2015 | Open   |
| 849      | Code Enforcement | CAR-14-0081 | 03/04/2014    | Nuisance          | 12242 23RD AV S<br>Nuisance, Trash,Vehicles-King-Zone 2   | Enforcement Letter 2 | 11/17/2015 | Open   |
| 744      | Code Enforcement | CAR-14-0245 | 06/17/2014    | Nuisance          | 12463 DES MOINES MEMORIAL DR S<br>Bldg.-Shafe-Zone 2      | Correction Notice    | 03/28/2016 | Open   |
| 521      | Code Enforcement | CAR-15-0026 | 01/26/2015    | Parking           | 11803 GLENDALE WA S<br>PARKING-BUTTLER-ZONE 2             | Enforcement Letter 2 | 11/17/2015 | Open   |
| 521      | Code Enforcement | CAR-15-0029 | 01/26/2015    | Nuisance          | 12663 18TH AV S<br>NUISANCE-JOHNSON-ZONE 2                | Other - See Notes    | 01/22/2016 | Open   |
| 507      | Code Enforcement | CAR-15-0039 | 02/09/2015    | Vehicle           | 11833 12TH AV S<br>Vehicles-Wilson-Zone 2                 | Site Investigation   | 04/01/2015 | Open   |
| 483      | Building         | CAR-15-0054 | 03/05/2015    | Building          | 615 SW 152ND ST<br>Bldg. - Freggies-Zone 3                | Other - See Notes    | 07/16/2015 | Open   |
| 303      | Code Enforcement | CAR-15-0243 | 09/01/2015    | Nuisance          | 312 S 128TH ST<br>NUISANCE-BASS-ZONE 2                    | Site Investigation   | 03/17/2016 | Open   |
| 280      | Code Enforcement | CAR-15-0283 | 09/24/2015    | Nuisance          | 1034 SW 118TH ST<br>NUISANCE-RUIZ-ZONE 1                  | Posting              | 06/15/2016 | Open   |
| 273      | Code Enforcement | CAR-15-0295 | 10/01/2015    | Home Occupation   | 1208 S 140TH ST<br>HOME OCC-A1 Education-Zone 2           | Enforcement Letter 1 | 10/05/2015 | Open   |

| Days Old | Department       | CAR #       | Date Received | Nature of Request | Complaint Information                                       | Last Action          | Date       | Status |
|----------|------------------|-------------|---------------|-------------------|---|----------------------|------------|--------|
| 267      | Code Enforcement | CAR-15-0302 | 10/07/2015    | Business License  | 450 SW 154TH ST<br>B/L-One Stop Auto-Zone 3                 | Phone Call           | 12/16/2015 | Open   |
| 267      | Code Enforcement | CAR-15-0309 | 10/07/2015    | Business License  | 14046 6TH AV S<br>B/L-Joseph Garden Designer-Zone 4         | NOV Issued           | 12/15/2015 | Open   |
| 267      | Code Enforcement | CAR-15-0316 | 10/07/2015    | Business License  | 12321 15TH AV SW<br>B/L-Active Solutions-Zone 1             | NOV Issued           | 12/21/2015 | Open   |
| 267      | Code Enforcement | CAR-15-0329 | 10/07/2015    | Business License  | 12428 23RD AV S<br>B/L-Margies Daycare-Zone 2               | NOV Issued           | 11/24/2015 | Open   |
| 262      | Code Enforcement | CAR-15-0346 | 10/12/2015    | Home Occupation   | 11210 22ND AV SW<br>Home Occ - Oxford House - Zone 1        | Case Received        | 10/12/2015 | Open   |
| 261      | Code Enforcement | CAR-15-0368 | 10/13/2015    | Business License  | 2225 S 112TH ST<br>B/L-Lotus Roots Massage-Zone 2           | NOV Issued           | 12/22/2015 | Open   |
| 259      | Code Enforcement | CAR-15-0380 | 10/15/2015    | Business License  | 11923 1ST AV S<br>BL-Sim Saveth Design&Sewing               | NOV Issued           | 12/22/2015 | Open   |
| 205      | Code Enforcement | CAR-15-0426 | 12/08/2015    | Nuisance          | 132 SW 152ND ST<br>GARBAGE-TROUNG-ZONE 2                    | Enforcement Letter 1 | 12/14/2015 | Open   |
| 185      | Code Enforcement | CAR-15-0442 | 12/28/2015    | Nuisance          | NUISANCE-MCCALL-ZONE 2                                      | Other - See Notes    | 03/17/2016 | Open   |
| 178      | Code Enforcement | CAR-16-0001 | 01/04/2016    | Nuisance          | 15845 11TH AV SW<br>Nuisance-Vert-Zone 3                    | Site Investigation   | 04/20/2016 | Open   |
| 163      | Code Enforcement | CAR-16-0008 | 01/19/2016    | Nuisance          | 15502 4TH PL SW<br>NUISANCE-MAIER-ZONE 3                    | Citation Issued      | 06/01/2016 | Open   |
| 162      | Code Enforcement | CAR-16-0010 | 01/20/2016    | Nuisance          | 13115 12TH AV S<br>Nuisance-Camacho-Zone 2                  | Phone Call           | 03/17/2016 | Open   |
| 157      | Code Enforcement | CAR-16-0014 | 01/25/2016    | Vehicle           | 13825 DES MOINES MEMORIAL DR S<br>VEHICLES-HABERZETT-ZONE 4 | Other - See Notes    | 04/27/2016 | Open   |

| Days Old | Department       | CAR #       | Date Received | Nature of Request     | Complaint Information  | Last Action          | Date       | Status |
|----------|------------------|-------------|---------------|-----------------------|--|----------------------|------------|--------|
| 150      | Code Enforcement | CAR-16-0024 | 02/01/2016    | Nuisance              | 12025 DES MOINES MEMORIAL DR S<br>AUTO REPAIR-CHAVEZ AUTO-ZONE 3 | Phone Call           | 04/04/2016 | Open   |
| 143      | Code Enforcement | CAR-16-0029 | 02/08/2016    | Nuisance              | 13936 4TH AV SW<br>NUISANCE-KRIE-ZONE 1                          | Site Investigation   | 03/17/2016 | Open   |
| 142      | Code Enforcement | CAR-16-0038 | 02/09/2016    | Nuisance              | 12621 12TH AV S<br>NUISANCE-HAAG-ZONE 2                          | Case Received        | 02/09/2016 | Open   |
| 122      | Code Enforcement | CAR-16-0054 | 02/29/2016    | Nuisance              | 14841 8TH AV S<br>Garbage/Vacant-Wells Fargo-Zone 4              | NOV Issued           | 06/30/2016 | Open   |
| 121      | Code Enforcement | CAR-16-0057 | 03/01/2016    | Nuisance              | 1008 SW 150TH ST<br>NUISANCE-APTS-ZONE 3                         | Enforcement Letter 1 | 03/17/2016 | Open   |
| 108      | Code Enforcement | CAR-16-0061 | 03/14/2016    | Nuisance              | 11415 12TH AV SW<br>TIRES-CASTRO & ELGIN-ZONE 1                  | Case Received        | 03/14/2016 | Open   |
| 107      | Code Enforcement | CAR-16-0064 | 03/15/2016    | Nuisance              | 1427 S 129TH ST<br>GARBAGE-OSTIC-ZONE 1                          | Case Received        | 03/15/2016 | Open   |
| 106      | Code Enforcement | CAR-16-0066 | 03/16/2016    | Vehicle               | 212 SW 130TH ST<br>VEHICLES-MEGALE-ZONE 1                        | Phone Call           | 05/16/2016 | Open   |
| 94       | Code Enforcement | CAR-16-0070 | 03/28/2016    | Fire Department Issue | 120 SW 148TH ST<br>Sprinkler System-Auto Zone-Zone 1             | NOV Issued           | 04/25/2016 | Open   |
| 70       | Code Enforcement | CAR-16-0085 | 04/21/2016    | Nuisance              | 1328 S 130TH PL<br>NUISANCE-LEAPAI-ZONE 2                        | Other - See Notes    | 05/26/2016 | Open   |
| 70       | Code Enforcement | CAR-16-0086 | 04/21/2016    | Building              | 12429 2ND AV SW<br>PERMITS-MCKNIGHT-ZONE 1                       | Phone Call           | 05/02/2016 | Open   |
| 66       | Code Enforcement | CAR-16-0088 | 04/25/2016    | Parking               | 16041 11TH AV SW<br>Parking-Runbeck-Zone 4                       | NOV Issued           | 06/13/2016 | Open   |
| 59       | Code Enforcement | CAR-16-0093 | 05/02/2016    | Housing Concerns      | 18231 5TH AV S<br>LIVING IN RV-STOTTS-ZONE 4                     | Site Investigation   | 06/20/2016 | Open   |

| Days Old | Department       | CAR #       | Date Received | Nature of Request      | Complaint Information                                | Last Action          | Date       | Status |
|----------|------------------|-------------|---------------|------------------------|--|----------------------|------------|--------|
| 52       | Code Enforcement | CAR-16-0098 | 05/09/2016    | Nuisance               | 2311 S 116TH PL<br>NUISANCE-Phuoc-Zone 2             | Site Investigation   | 06/28/2016 | Open   |
| 51       | Code Enforcement | CAR-16-0096 | 05/10/2016    | Nuisance               | 12212 2ND AV SW<br>GARBAGE-BUI-ZONE 1                | Other - See Notes    | 06/13/2016 | Open   |
| 51       | Code Enforcement | CAR-16-0097 | 05/10/2016    | Critical Area Concerns | 137 S 169TH PL<br>Filled Stream Buffer-Sutton-Zone 4 | Site Investigation   | 05/10/2016 | Open   |
| 48       | Code Enforcement | CAR-16-0103 | 05/13/2016    | Nuisance               | 714 SW 158TH ST<br>VEGETATION-SEIBERT-ZONE 3         | NOV Issued           | 06/23/2016 | Open   |
| 43       | Code Enforcement | CAR-16-0104 | 05/18/2016    | Nuisance               | 12607 10TH AV S<br>Nuisance-Pedrisco-Zone 2          | Enforcement Letter 1 | 05/18/2016 | Open   |
| 38       | Code Enforcement | CAR-16-0107 | 05/23/2016    | Nuisance               | 11014 26TH AV S<br>RATS-WALKER-ZONE 2                | Enforcement Letter 1 | 05/24/2016 | Open   |
| 38       | Code Enforcement | CAR-16-0115 | 05/23/2016    | Vehicle                | 2115 SW 173RD PL<br>PARKING-SCHNARS-ZONE 3           | Phone Call           | 06/16/2016 | Open   |
| 37       | Code Enforcement | CAR-16-0109 | 05/24/2016    | Nuisance               | 12222 1ST AV S<br>NUISANCE-NGUYEN-ZONE 2             | NOV Issued           | 06/20/2016 | Open   |
| 36       | Code Enforcement | CAR-16-0110 | 05/25/2016    | Drainage - Private     | 12610 14TH AV S<br>DRAINAGE-BLAKELY-ZONE 2           | Case Received        | 05/25/2016 | Open   |
| 23       | Code Enforcement | CAR-16-0116 | 06/07/2016    | Animals                | 11021 ROSEBERG AV S<br>ROOSTER-PHAN-ZONE 2           | Site Investigation   | 06/27/2016 | Open   |
| 23       | Code Enforcement | CAR-16-0117 | 06/07/2016    | Vehicle                | 17242 AMBAUM BL S<br>VEHICLES-THOMAS-ZONE 4          | Enforcement Letter 1 | 06/08/2016 | Open   |
| 23       | Code Enforcement | CAR-16-0120 | 06/07/2016    | Fire Department Issue  | 220 S 152ND ST<br>FIRE DOORS-MONTROSE APTS-ZONE 4    | Case Received        | 06/07/2016 | Open   |

| Days Old | Department       | CAR #       | Date Received | Nature of Request | Complaint Information   | Last Action          | Date                     | Status       |
|----------|------------------|-------------|---------------|-------------------|---|----------------------|--------------------------|--------------|
| 22       | Code Enforcement | CAR-16-0121 | 06/08/2016    | Vehicle           | 11640 4TH AV S<br>INOP VEHILCE-THAO-ZONE 2                    | Site Investigation   | 06/27/2016               | Open         |
| 17       | Code Enforcement | CAR-16-0134 | 06/13/2016    | Other             | 138 SW 148TH ST<br>living in business-Two Smiling Feet-Zone 3 | Site Investigation   |                          |              |
| 16       | Code Enforcement | CAR-16-0124 | 06/14/2016    | Nuisance          | 14321 11TH AV SW<br>NUISANCE-MAGNUSSON-ZONE 1                 | Posting              | 06/23/2016<br>06/15/2016 | Open<br>Open |
| 14       | Code Enforcement | CAR-16-0125 | 06/16/2016    | Home Occupation   | 11520 29TH AV SW<br>HOME OCC-WRIGHT-ZONE 1                    | Case Received        | 06/16/2016               | Open         |
| 13       | Code Enforcement | CAR-16-0130 | 06/17/2016    | Home Occupation   | 12447 2ND AV S<br>HOME OCC-RUDO-ZONE 2                        | Enforcement Letter 1 | 06/21/2016               | Open         |
| 13       | Code Enforcement | CAR-16-0132 | 06/17/2016    | Nuisance          | 2206 S 128TH ST<br>LIVING IN CAMPER-RAKISH-ZONE 2             | Enforcement Letter 1 | 06/22/2016               | Open         |
| 10       | Code Enforcement | CAR-16-0126 | 06/20/2016    | Vegetation        | 625 SW 122ND ST<br>VEGETATION-CROSTON-ZONE 1                  | Enforcement Letter 1 | 06/23/2016               | Open         |
| 10       | Code Enforcement | CAR-16-0127 | 06/20/2016    | Nuisance          | 1512 SW 160TH ST<br>NUISANCE-POTTS-ZONE 3                     | Case Received        | 06/20/2016               | Open         |
| 9        | Code Enforcement | CAR-16-0128 | 06/21/2016    | Vehicle           | 15434 MAPLEWILD AV SW<br>VEHICLES-VERMEF-ZONE 3               | Phone Call           | 06/29/2016               | Open         |
| 9        | Code Enforcement | CAR-16-0131 | 06/21/2016    | Vegetation        | 11512 27TH PL SW<br>VEGETATION-SOUTHERLAND-ZONE 1             | Phone Call           | 06/29/2016               | Open         |
| 9        | Code Enforcement | CAR-16-0133 | 06/21/2016    | Planning / Zoning | 14627 12TH AV SW<br>LIVING IN RV-Le Penske-Zone 3             | Enforcement Letter 1 | 06/22/2016               | Open         |
| 7        | Code Enforcement | CAR-16-0135 | 06/23/2016    | Vehicle           | 717 SW 148TH ST<br>INOP VEHICLE-HANS-ZONE 3                   | Site Investigation   | 06/23/2016               | Open         |
| 7        | Code Enforcement | CAR-16-0140 | 06/23/2016    | Vegetation        | 13619 8TH AV SW<br>VEGETATION-STRYKER-ZONE 1                  | Enforcement Letter 1 | 06/29/2016               | Open         |

| Days Old | Department       | CAR #       | Date Received | Nature of Request | Complaint Information                        | Last Action          | Date       | Status |
|----------|------------------|-------------|---------------|-------------------|--|----------------------|------------|--------|
| 3        | Code Enforcement | CAR-16-0138 | 06/27/ 2016   | Nuisance          | 12826 14TH AV SW<br>NUISANCE-TONJUM-ZONE 1   | Enforcement Letter 1 | 06/28/2016 | Open   |
| 3        | Code Enforcement | CAR-16-0139 | 06/27/2016    | Nuisance          | 11008 26TH AV S<br>NUISANCE-FERNANDES-ZONE 2 | Enforcement Letter 1 | 06/28/2016 | Open   |



# Notice of Application

City of Burien

400 SW 152<sup>nd</sup> Street (Suite 300)

Burien, Washington 98166

Date June 30, 2016

Applicant Javier Morales, Moraes Properties

Proposal Short Plat One Residential Lot Into Two Residential Lots.

File No. PLA 16-1143

File is available for viewing at Burien City Hall during regular business hours.

Location 416 SW 124<sup>th</sup> Street, Burien WA

Tax Parcel No. 634100-0020

Current Zoning RS-7,200

Application Submitted/Complete Submitted: May 20, 2016  
Complete: June 17, 2016

Other Permits Needed Right-of-way use, Construction Permit

Review Process and Public Comment The decision on this application will be made by the Community Development Director. Prior to the decision, there is an opportunity for the public to submit written comments. **Written comments must be received prior to 5:00 pm on August 1, 2016.** Send written comments to the project planner. Please indicate your name and address and refer to the file indicated above. Only people who submitted comments as indicated above may appeal the decision on this application.

Project Planner (for written comments and more information) Brandi Eyerly, AICP, Planner  
Department of Community Development  
City of Burien  
400 SW 152<sup>nd</sup> St. (Suite 300)  
Burien, WA 98166  
Phone: (206) 248-5519 E-Mail: [BrandiE@burienwa.gov](mailto:BrandiE@burienwa.gov)

Published in the Seattle Times Date of Notice: June 30, 2016

cc: Burien City Council  
Burien City Staff  
Burien Library  
B-Town Blog  
Discover Burien

Westside Weekly  
Seahurst Post Office  
Web site: [www.burienwa.gov](http://www.burienwa.gov)  
White Center Now



# Public Hearing Notice

City of Burien

400 SW 152<sup>nd</sup> St, Suite 300

Burien, Washington 98166

## Hearing Information

The City of Burien Planning Commission will hold a public hearing on **July 13, 2016**, at **7:00 p.m.** at Burien City Hall, 400 SW 152<sup>nd</sup> St, to receive public comments on proposed amendments to zoning code regulations pertaining to tree protection and regulations. The proposed amendments will revise existing Significant Tree Retention Regulations. Heritage/Exceptional Tree Preservation Programs will also be discussed.

## Applicant

City of Burien

## Proposal

Existing Significant Tree Retention Regulations and Heritage/Exceptional Tree Preservation. Draft Amendments to BMC 19.10 Definitions, 19.25.080 Landscaping, and 19.25.120 Significant trees will specifically be discussed.

## File No.

A summary of the proposed zoning regulations and the project file are available for viewing at Burien City Hall during regular business hours.

## How to Comment

Any person may submit written or oral comments or testimony at the public hearing, or may submit written comments prior to the hearing. Written comments may be submitted in person, via mail, e-mail or by facsimile. All documents submitted or requested as part of this application, including the City staff report are available for review at City Hall during regular business hours.

Project Planner  
(for submittal of  
written comments or  
for more information)

Niomi T. Zinn & Brandi Eyerly  
Planners, Community Development  
City of Burien  
400 SW 152<sup>nd</sup> St, Suite 300  
Burien, WA 98166

Phone: (206) 439-3152  
E-Mail: [niomiz@burienwa.gov](mailto:niomiz@burienwa.gov)

Published in the  
Seattle Times

Date of Notice: June 30, 2016

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cc: Burien City Council  
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White Center Now



# Notice of Decision

City of Burien

400 SW 152<sup>nd</sup> Street (Suite 300)

Burien, Washington 98166

|                          |  |
|--------------------------|--|
| Date                     | June 14, 2016  |
| Applicant                | Han Phan, PBG, LLC, for Javier Morales, Gem & Morales, LLC   |
| Proposal                 | Short Plat One Residential Lot Into Two Residential Lots.  |
| File No.                 | PLA 16-0242<br>File is available for viewing at Burien City Hall during regular business hours.  |
| Location                 | 15627 8th Avenue SW  |
| Tax Parcel No.           | 1218000075   |
| Decision                 | Preliminary Approval with Conditions   |
| Appeals                  | The City of Burien has issued the decision described above. Parties of record may appeal this decision to the Hearing Examiner pursuant to Burien Municipal Code Section 2.20.020. The deadline for filing a written Notice of Appeal with the City Clerk is prior to 5:00 p.m. on <b>June 24, 2016</b> . Copies of the "Notice of Appeal" document may be obtained at the Department of Community Development. There is a non-refundable filing fee of \$309 for the submittal of an appeal. For more information please contact the project planner (see below). |
| Property Tax Revaluation | Affected property owners may request a change in valuation for property tax purposes notwithstanding any program of revaluation. For more information, please contact the King County Assessor's Office at (206) 296-7300.   |
| Project Planner          | Niomi T. Zinn, Planner<br>Department of Community Development<br>City of Burien<br>400 SW 152nd St. (Suite 300)<br>Burien, WA 98166<br>Phone: (206) 439-3152 E-Mail: <a href="mailto:niomiz@burienwa.gov">niomiz@burienwa.gov</a>  |
| Attachments              | Conditions of Approval   |

## **Conditions of Preliminary Short Plat Approval**

### **Morales Short Plat, PLA 16-0242**

**1. This application is subject to the applicable requirements contained in the Burien Municipal Code** (including but not limited to the Zoning Code, Building Code and Fire Code), the 2009 King County Surface Water Design Manual, as amended, the 2009 Stormwater Pollution Prevention Manual, as adopted, Burien Municipal Code, Chapter 13.10 and the 2008 Burien Road Standards. It is the responsibility of the applicant to ensure compliance with the various provisions contained in these documents.

**2. Prior to recording the Final Short Plat, the Applicant shall:**

- a. Modify the final plat map according to the Development Engineer's comments as outlined in the Memorandum dated April 4, 2016 (Conclusion II.D.3).
- b. Submit the following for Development Review Engineer's review and approval: Site Improvement Plans, prepared by a Washington Licensed Engineer, delineating all access, frontage and drainage improvements proposed for the subject parcel as outlined in the Development Engineer's Memorandum dated April 4, 2016 and the Surface Water Management Engineer's Memorandum dated May 12, 2016 (Conclusion II.D.3 and D.5).
- c. Frontage, access and storm water improvements shall be constructed by the applicant according to plans approved by the Development Review Engineer and accepted by the City as required by the Development Engineer's Memorandum dated April 4, 2016 and the Surface Water Management Engineer's Memorandum dated May 12, 2016 (Conclusion II.D.3 and D.5).
- d. A subdivision or short plat project may implement the required BMP's or defer the lot BMP requirements until the future review of building permits. In either case, the final plans shall clearly indicate the applicable BMP standards and requirements for implementation on the recorded plat. The following note shall be shown on the final recorded plat:

"Permit applications for buildings or other improvements constructed on lots created by this subdivision (or short plat) must be reviewed for compliance with Best Management Practices (BMP's) and other applicable drainage standards adopted by the City." (See Attachment 5, Conclusion II.D.5).
- e. Restoration, performance, and maintenance security bonds, in forms acceptable to the City, must be posted for required site and right of way improvements. (ref. BMC § 17.35.130(1)(e), and per Section 1.2.7 KCSWDM, KCC Title 9, KCC (See Attachment 4, Conclusion II.D.3)

- f. Complete the installation of all approved utilities for appropriate Utility Districts.
- g. A tree replacement plan shall be submitted for the trees that were identified and removed in order to maintain conformance with BMC 19.25.120 and BMC 19.25.150. (See Attachment 2, Conclusion II.D.6c).
- h. Per BMC 19.25.180, performance bonds or other appropriate security (including letters of credit and set-aside letters) shall be required for a period of two years after the planting of the required trees as listed in the tree replacement plan to insure proper installation, establishment and maintenance. (See Attachment 2, Conclusion II.D.6c).
- i. The applicant shall pay a fee in lieu of providing 390 square feet of recreation space on the property for one (1) new lot. The fee shall be 390 multiplied by the current assessed value per square foot of the property. The fee shall be paid at time of final plat submittal (See Conclusion II.D.7b).

**3. Prior to beginning any work in the public right-of-way the applicant shall:**

- a. Apply for and obtain Right-Of-Way Use and/or Right-Of-Way Construction permits for all work to be completed in public rights-of-way. (See Attachment 4, Conclusion II.D.3).

**4. Prior to the issuance of any permits for any construction on the plat the applicant shall:**

- a. Storm site plan, ESC plan, and TIR shall be updated based on actual foot print (new/replaced impervious surface) (See Attachment 5, Conclusion II.D.5).
- b. All utilities serving the property shall be placed underground unless exempt per BMC § 12.40. All new electrical, phone, water, sewer and cable services to the site must be underground. Construction of these facilities must be inspected and approved by the City of Burien Public Works Inspector (See Attachment 4, Conclusion II.D.3).
- c. Maintenance and operation of all drainage facilities will be the responsibility of the applicant or property owner. All facilities must be maintained as specified in the site/lot's declaration of covenant and grant of easement per Section 5.2.1. of the KCSWDM. As such, a Declaration of Covenant shall be recorded at the time of building permit. The form and the instruction of the covenant will be provided during building permit process (See Attachment 5, Conclusion II.D.5).
- d. Pay a Transportation Impact Fee as set forth in Table 19.35-2 for one (1) new lot which is \$957.00 per dwelling unit (See Conclusion II.D.7b).



## CITY OF BURIEN, WASHINGTON

Department of Community Development  
400 SW 152<sup>nd</sup> Street, Suite 300, Burien, Washington 98166  
Phone: (206) 241-4647 Fax: (206) 248-5539

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### PRELIMINARY SHORT SUBDIVISION APPROVAL

**FILE NO.:** PLA 16-0242

**APPLICANT:** Han Phan, PBG Engineering for Javier Morales, Morales Properties

**REQUEST:** Short Plat One Existing Residential Lot into Two Residential Lots

**LOCATION:** 15627 8<sup>th</sup> Avenue SW, Burien, WA

**PARCELS:** 1218000075

**DECISION:** Preliminary Approval with Conditions

**PLANNER:** Niomi T. Zinn

**DATE:** June 14, 2016

#### I. INTRODUCTION

##### A. PROJECT SUMMARY

The Applicant is proposing a short plat of one existing residential lot into two residential lots located at 15627 8<sup>th</sup> Avenue SW (Attachment 1 Vicinity Map). The site has a zoning designation of RM 24 (Multi-family Residential). Access to the two lots is proposed via 8<sup>th</sup> Avenue SW.

The application was filed on February 3, 2016 and was determined to be complete on March 3, 2016, one day beyond the 28-day target for completeness determination. The application was processed in 103 days, complying with the 120 day target deadline established for a preliminary short plat approval. A building permit (BLD-16-0144) has been issued for the existing legal lot which allows for the construction on the northern side of the lot in anticipation of short plat approval. A site inspection was performed on March 15, 2016 to document existing conditions, see (Attachment 2 Current Site Conditions).

## **B. DECISION**

Based on the Findings of Fact and Conclusions (Section II) and Attachments to this report, the application is approved subject to the following conditions:

**1. This application is subject to the applicable requirements contained in the Burien Municipal Code (including but not limited to the Zoning Code, Building Code and Fire Code), the 2009 King County Surface Water Design Manual, as amended, the 2009 Stormwater Pollution Prevention Manual, as adopted, Burien Municipal Code, Chapter 13.10 and the 2008 Burien Road Standards. It is the responsibility of the applicant to ensure compliance with the various provisions contained in these documents. Attachment 3, Development Regulations, is provided in this report to familiarize the applicant with some of the additional requirements that may apply to the project. This Attachment does not include all of the additional requirements (see Conclusion II.D.1).**

**2. Prior to recording the Final Short Plat, the Applicant shall:**

- a. Modify the final plat map according to the Development Engineer's comments as outlined in the Memorandum dated April 4, 2016 (Conclusion II.D.3).
- b. Submit the following for Development Review Engineer's review and approval: Site Improvement Plans, prepared by a Washington Licensed Engineer, delineating all access, frontage and drainage improvements proposed for the subject parcel as outlined in the Development Engineer's Memorandum dated April 4, 2016 and the Surface Water Management Engineer's Memorandum dated May 12, 2016 (Conclusion II.D.3 and D.5).
- c. Frontage, access and storm water improvements shall be constructed by the applicant according to plans approved by the Development Review Engineer and accepted by the City as required by the Development Engineer's Memorandum dated April 4, 2016 and the Surface Water Management Engineer's Memorandum dated May 12, 2016 (Conclusion II.D.3 and D.5).
- d. A subdivision or short plat project may implement the required BMP's or defer the lot BMP requirements until the future review of building permits. In either case, the final plans shall clearly indicate the applicable BMP standards and requirements for implementation on the recorded plat. The following note shall be shown on the final recorded plat:

**"Permit applications for buildings or other improvements constructed on lots created by this subdivision (or short plat) must be reviewed for compliance with Best Management Practices (BMP's) and other applicable drainage standards adopted by the City." (See Attachment 5, Conclusion II.D.5).**

- e. Restoration, performance, and maintenance security bonds, in forms acceptable to the City, must be posted for required site and right of way improvements. (ref. BMC § 17.35.130(1)(e), and per Section 1.2.7 KCSWDM, KCC Title 9, KCC (See Attachment 4, Conclusion II.D.3)
- f. Complete the installation of all approved utilities for appropriate Utility Districts.
- g. A tree replacement plan shall be submitted for the trees that were identified and removed in order to maintain conformance with BMC 19.25.120 and BMC 19.25.150. (See Attachment 2, Conclusion II.D.6c).
- h. Per BMC 19.25.180, performance bonds or other appropriate security (including letters of credit and set-aside letters) shall be required for a period of two years after the planting of the required trees as listed in the tree replacement plan to insure proper installation, establishment and maintenance. (See Attachment 2, Conclusion II.D.6c).
- i. The applicant shall pay a fee in lieu of providing 390 square feet of recreation space on the property for one (1) new lot. The fee shall be 390 multiplied by the current assessed value per square foot of the property. The fee shall be paid at time of final plat submittal (See Conclusion II.D.7b).

**3. Prior to beginning any work in the public right-of-way the applicant shall:**

- a. Apply for and obtain Right-Of-Way Use and/or Right-Of-Way Construction permits for all work to be completed in public rights-of-way. (See Attachment 4, Conclusion II.D.3).

**4. Prior to the issuance of any permits for any construction on the plat the applicant shall:**

- a. Storm site plan, ESC plan, and TIR shall be updated based on actual foot print (new/replaced impervious surface) (See Attachment 5, Conclusion II.D.5).
- b. All utilities serving the property shall be placed underground unless exempt per BMC § 12.40. All new electrical, phone, water, sewer and cable services to the site must be underground. Construction of these facilities must be inspected and approved by the City of Burien Public Works Inspector (See Attachment 4, Conclusion II.D.3).
- c. Maintenance and operation of all drainage facilities will be the responsibility of the applicant or property owner. All facilities must be maintained as specified in the site/lot's declaration of covenant and grant of easement per Section 5.2.1. of the KCSWDM. As such, a Declaration of Covenant shall be recorded at the time of building permit. The form and the instruction of the covenant will be provided during building permit process (See Attachment 5, Conclusion II.D.5).

- d. Pay a Transportation Impact Fee as set forth in Table 19.35-2 for one (1) new lot which is \$957.00 per dwelling unit (See Conclusion II.D.7b).

## II. FINDINGS OF FACT AND CONCLUSIONS

### A. SITE DESCRIPTION

#### 1. Site Development and Zoning

##### a. Facts:

(1) Size: 7,513 square feet

(2) Land Use: Vacant lot

(3) Zoning: RM-24 (Multi-family Residential)

(4) Terrain: The site is flat and is located in an urban area which has been previously graded.

(5) Vegetation: The site is currently disturbed with soils and gravel placed in various piles around where construction is taking place. No vegetation is left. There appeared to be one significant tree that has been removed, (See II.D.6 .iv)

b. Conclusion: Size, land use, zoning, terrain and vegetation are not constraining factors in the consideration of this application.

#### 2. Neighboring Development and Zoning

a. Facts: Properties located to the north, south, east, and west of the site are zoned Residential Multi-Family (RM-24) and are currently developed with mix of single-family residences and multi-family residences.

b. Conclusion: This application is consistent with neighboring residential development and zoning.

### B. PUBLIC AND AGENCY COMMENT

#### 1. Public Comments

a. Facts: Public notice of this application was posted on the site and published in the newspaper on March 11, 2016 and mailed to all property owners within 500 feet of the site on March 10, 2016. The following are public comments received and the staff's response to each comment.

**Sue Love Comment Letter (Attachment 10)**

[Mslove7@comcast.net](mailto:Mslove7@comcast.net)

Expressed concerns regarding regulation of 120 day process and timelines for the project.

*City Response: Once the comment period is up (actually 30 days for a short plat), it is our responsibility to issue a decision within 120 days from the date that it was deemed complete. The 120 day period will expire on July 11, 2016.*

**Tamara Vandenberg Comment Letter (Attachment 11)**

[Tamara.vandenberg@gmail.com](mailto:Tamara.vandenberg@gmail.com)

Expressed concern regarding the narrow nature of the lots. Referred to as the homes as "Skinny Minnies". She also stated that she feels the homes will be detrimental looking to the community. She continued to state that White Center had a lot of these built and stopped construction noting the adverse effect on the other properties on the street.

*City Response: The applicant will be required to comply with all of the dimensional standards for single family residential development in the RM-24 Multi-Family Zone. See section II.D.2.*

b. Conclusion: The public comment requirement has been addressed for this proposal.

2. Public Agency Comments

a. Facts: On March 11, 2016 notice of this application was distributed to King County Fire District #2, King County Water District #49, Southwest Suburban Sewer District, Seattle City Light, Highline School District, and Burien Police Services. There were no comments.

b. Conclusions: There were no public agency comments during the comment period. The serving water, fire and sewer districts have completed availability forms with comments (Attachments 6, 7, 8). See Section II.D.5 below for further discussion of those certificates.

**C. APPROVAL CRITERIA FOR SHORT PLATS**

1. Burien Municipal Code Section 17.35.120

a. Facts: Burien Municipal Code Section 17.35.120 sets forth the particular requirements for an application for short plat approval. That section details principles of acceptability that must be met before a short plat can be approved.

(1) Conformance with adopted city and state rules and regulations in effect on the date the complete application was received.

- (2) Consideration of the recommendations or comments of those agencies having pertinent expertise or jurisdiction.
- b. Conclusion: With the required conditions of approval, the proposal complies with BMC 17.35.120. As conditioned, it conforms to applicable city and state rules and regulations in effect on the date the application was deemed complete. (date of complete application) Recommendations or comments of agencies with expertise or jurisdiction were considered in this decision.
2. Revised Code of Washington Section 58.17.110
- a. Facts: RCW 58.17.110, as amended, states that "A proposed subdivision shall not be approved unless the city makes written findings that:
- (1) Appropriate provisions are made for the public health, safety, and general welfare and for such open spaces, drainage ways, streets or roads, alleys, other public ways, transit stops, potable water supplies, sanitary wastes, parks and recreation, playgrounds, schools and school grounds and all other relevant facts...; and
  - (2) The public use and interest will be served by the platting of such subdivision and dedication."
  - (3) Pursuant to BMC 17.35.120.2 the preliminary short plat decision shall be based on conformance to adopted city rules and regulations and RCW 58.17.110 states that prior to approval of the subdivision the city must find that the public use and interest must be served by the platting of such subdivision.
- b. Conclusion: The proposal, as conditioned, complies with RCW 58.17.110. As conditioned, it will serve the public use and interest and is consistent with the public health, safety, and general welfare because it will contribute to the community's ability to provide additional residential opportunities within the community. The property will develop consistent with the Comprehensive Plan designation for this area (see Section II.E).

## **D. DEVELOPMENT REGULATIONS**

### **1. General Compliance**

- a. Fact: This application is subject to the applicable requirements contained in the Burien Municipal Code (including but not limited to the Zoning Code, Building Code and Fire Code), the 2009 King County Surface Water Design Manual, as amended, the 2009 Stormwater Pollution Prevention Manual, as adopted, Burien

Municipal Code, Chapter 13.10 and the 2008 Burien Road Standards. Except as noted in following sections, the proposal complies with the applicable requirements contained in the documents referenced above.

- b. Conclusion: It is the responsibility of the applicant to ensure compliance with the various provisions contained in the Burien Municipal Code (including but not limited to the Zoning Code, Building Code and Fire Code), the 2009 King County Surface Water Design Manual, as amended, the 2009 Stormwater Pollution Prevention Manual, as adopted, Burien Municipal Code, Chapter 13.10 and the 2008 Burien Road Standards. Attachment 3, Development Regulations, is provided to familiarize the applicant with some of the additional requirements that may apply to the project. This Attachment does not include any additional requirements.

## 2. Lot Size and Layout

- a. Facts: Zoning for the subject parcel is RM-24 Residential Multi-Family, which has a minimum lot size requirement of 1,800 square feet per dwelling unit. The proposal divides the existing lot into two lots, for the creation of one (1) additional new lot. The proposed lots are each greater than the minimum lot size requirement, with Lot 1 being 3,406 square feet and Lot 2 being 3,501 square feet. Future development of a single-family residence on the second lot will be required to comply with current development standards such as building setbacks (measured from property, easement and tract lines), building coverage, impervious surface coverage and height.
- b. Conclusion: The proposal satisfies the minimum lot size requirements for the Residential Multi-Family (RM-24).

## 3. Street Improvements and Access

Facts: City of Burien Municipal Code 17.35.080(1) requires that access and street improvements comply with the 2008 City of Burien Road Standards. The City of Burien Public Works Development Review Engineer reviewed the proposed development for compliance with the 2008 Burien Road Standards and provided comments in a April 4, 2016 Memorandum (Attachment 4) regarding required road and access improvements including, but not limited to, the following:

- i. The applicant shall submit approved utility plans for the various underground utilities serving or proposed to serve the site.

- ii. The applicant shall obtain a Right-of-Way use permit from City of Burien regarding drainage connection and any work with the right-of-way.
- iii. The applicant shall design and construct all street improvements within the City of Burien, in accordance with the 2008 Burien Road Standards (Standards), as adopted by the City of Burien.
- iv. The driveway requirements of BRS Section 3.01 apply to the project.

These requirements include the following:

1. No portion of the driveway width shall be allowed within 5 feet of side property lines in residential areas except if a joint use driveway tract is proposed to serve the two parcels or in cul-de-sac.
  2. Per BRS Section 3.01.C, the minimum individual driveway width is 10 feet and the maximum width is 20 feet.
- v. Full urban frontage improvements shall consist of 6-8 feet pavement widening, storm drain system (may be infiltration system) along the project frontage on 8th Ave SW in accordance with 2008 Burien Road Standards.
  - vi. If proposed driveway will be joint-use, then a 20 foot- tract width and 18 foot wide paved joint-use driveway approach is required in accordance with the 2008 Burien Road Standards.
  - vii. A full or half width overlay of the existing pavement is required for all street widening projects including paved shoulder (BRS 4.03.(1)). The limits of the overlay will be based on the conditions of the existing pavement at the time of construction as determined by Right-of-Way inspector.
  - viii. All required utilities, drainage and street improvement plans shall be designed by a Washington State Licensed Engineer in accordance with City of Burien standards, 2008 BRS and 2009 KCSWDM.
  - ix. All utilities serving the property shall be placed underground unless exempt per BMC § 12.40. All new electrical, phone, water, sewer and cable services to the site must be underground. Construction of these facilities must be inspected and approved by the City of Burien Public Works Inspector.
  - x. The applicant shall coordinate with various underground utilities

serving or proposed to serve the site. Prior to issue clear & grade permit, the applicant shall submit approved utility plans for the various underground utilities serving or proposed to serve the site.

- xi. A Right of Way Use Permit will be required for any construction or utility work within the street right of way or proposed ROW street (ref. BMC § 12.17 and 12.18).
  - xii. Restoration, performance, and maintenance security bonds, in forms acceptable to the City, must be posted for required site and right of way improvements. (ref. BMC § 17.35.130(1)(e), and per Section 1.2.7 KCSWDM, KCC Title 9, KCC).
  - xiii. As-Built drawings shall be prepared by professional surveyor in accordance with City of Burien checklist or 2008 BRS and 2009 KCSWDM.
  - xiv. Final plat drawing shall be prepared by professional surveyor in accordance with WAC 332-130 and WAC checklist.
- b. Conclusions: Prior to issuance of any development permits, the Applicant shall submit detailed on-site and off-site access and street improvement plans for Public Works Department's review designed in accordance with the requirements of the City of Burien standards, 2008 BRS and 2009 KCSWDM and addressing the thirteen (14) conditions identified by the City of Burien Development Review Engineer in the memorandum dated April 4, 2016 (Attachment 4). This will ensure adequate access and street improvements are provided for the proposed development.

#### 4. Utilities & Services

a. Facts:

- i. King County Water District #49 provides water service for the subject parcel. According to the Certificate of Water Availability (Attachment 5), water will be provided by service connection to an existing 8" PVC water main located 45' from the site. Water will be available at the rate of flow of 1,000 gpm or more for a duration 1 or 2 hours when measured from the nearest fire hydrant 250 feet from the property site. Water District # 49 has made the following comments/conditions: Existing water service to be disconnected at customer side of meter prior to demo of existing home. Please contact Water District #49 with any questions.

- ii. King County Fire District #2 provides fire protection to the area. According to the Hydrant Availability Certificate (Attachment 7). The Fire Marshall has granted approval for fire department access, hydrant distance and water flow.
  - iii. Southwest Suburban Sewer District provides sanitary sewer service to the site. According to the Certificate of Sewer Availability and the Development Review and Comment Sheet (Attachments 8), service to the site will be provided through an existing 6 or 8 inch sized side sewer, 0 feet from the site. The sewer system has the capacity to serve the proposed use.
  - iv. The Development Review Engineer indicates that all utilities including electrical, phone, water, sewer and cable services to the site shall be installed underground as required by BMC 12.40.070 and a Right-of-Way Use Permit will be required for any construction of utility improvements within the public street rights-of-way.
- b. Conclusion: Adequate water, fire and sewer services are or will be available for the proposed development based on findings 1 through 4 above.

5. Surface Water Management

- a. Facts: BMC 13.10.020 adopts the 2009 King County Surface Water Design Manual, as amended, as the City of Burien's drainage control regulation. The Applicant submitted a Preliminary Small Project Drainage Assessment addressing surface water management for the proposed development.
  - i. The following note shall be shown on the final recorded plat: "Permit applications for buildings or other improvements constructed on lots created by this short plat must be reviewed for compliance with Best Management Practices (BMP's) and other applicable drainage standards adopted by the City."
  - ii. Storm water facilities and the drainage site plan for the project shall be in accordance with the 2009 King County Surface Water Design Manual (KCSWDM), the 2009 the Stormwater Pollution Prevention Manual (SPPM) as adopted by the City of Burien (ref. BMC § 13.10.020), and the Burien Municipal Code (BMC), Chapter 13.10.
  - iii. In general, the proposed storm drain plans appear reasonable, refinement of the final design of flow control and conveyance system will be required prior to issuance of development permits for any construction activities on-site or Right of Way.

- iv. Storm site plan, ESC plan, and TIR shall be updated based on actual foot print (new/replaced impervious surface).
  - v. Maintenance and operation of all drainage facilities will be the responsibility of the applicant or property owner. All facilities must be maintained as specified in the site/lot's declaration of covenant and grant of easement per Section 5.2.1. of the KCSWDM.
  - vi. A Declaration of Covenant must be recorded at the time of building permit. The form and the instruction of the covenant will be provided during building permit process.
- b. Conclusion: The City of Burien's Surface Water Management Engineer reviewed the proposed development and has the following comments: In general, the proposed storm drain plans appear reasonable, refinement of the final design of flow control and conveyance system will be required prior to issuance of development permits for any construction activities on-site or Right of Way. The applicant will address the six (6) conditions identified by the City of Burien Development Review Engineer in the memorandum dated May 12, 2016 (Attachment 5). This will ensure adequate improvements are provided for the proposed development.

6. Tree Retention/Replacement

- a. Facts: BMC 19.25.120 requires 30% of the significant trees located on site to be retained. A significant tree is defined as a healthy tree, which when measured four feet above grade, has a minimum diameter of 8 inches for evergreen trees or 12 inches for deciduous trees (BMC 19.10.493). The associated pre-application (PLA-15-0331) contained a note by the project planner dated March 12, 2015 discussing the requirement to preserve three (3) significant trees. After the site visit, it was determined that all trees have been removed (See Attachment 2, March 15, 2016 site visit photos). If the required number of significant trees can't be retained, the Applicant will be required to replace them with:
  - i. Transplanted significant trees; or
  - ii. New trees measuring three-inch caliper or more, at a replacement rate of one and one-half (1.5) inches diameter for every one inch diameter of the removed significant tree; or
  - iii. New trees measuring less than three-inch caliper at a replacement rate of two inches diameter for every one inch diameter of the removed significant tree (BMC 19.25.160).
- b. Conclusions: A tree replacement plan shall be submitted for the trees that were identified and removed in order to maintain conformance with BMC 19.25.120

and BMC 19.25.150. Additionally, per BMC 19.25.180, performance bonds or other appropriate security (including letters of credit and set-aside letters) shall be required for a period of two years after the planting or transplanting of vegetation to insure proper installation, establishment and maintenance.

7. Fee-In-Lieu of Recreation Space

- a. Facts: The Burien Municipal Code Chapter 19.17.013 requires residential developments to provide onsite recreational areas. When this area is not provided on site the applicant shall pay fees-in-lieu of actual recreational space (BMC 19.17.013.8). Since no on-site recreation space is being provided, a fee in-lieu of open space will be required. The applicant shall pay for 390 square feet of recreation space for each additional lot being created. This fee shall be based on 1 x 390 multiplied by the assessed value per square foot of the land at the time of recording the short plat.
- b. Conclusions: To comply with the requirements of BMC Chapter 19.17.013, the applicant shall pay a fee in lieu of providing 390 square feet of recreation space on the property for (1) new lot. The fee shall be 390 multiplied by the current assessed value per square foot of the property. The fee shall be paid at time of final plat submittal.

8. Transportation Impact Fee

- a. Facts: Any person who receives a building permit or any other construction permit for any development activity or who undertakes any development activity within the City's corporate limits for which a building permit or other construction permit if a building permit is not required, shall pay a transportation impact fees as set forth in Table 19.35-2 at the time of issuance of the permit (BMC 19.35.060).
- b. Conclusions: Prior to issuance of a building permit for future development on all or any of the lots, the Applicant shall pay a Transportation Impact Fee as set forth in Table 19.35-2 for one (1) new lot which is \$957.00 per dwelling unit.

E. COMPREHENSIVE PLAN

- a. Fact: The subject property is designated Moderate Density Residential Neighborhood.
- b. Conclusion: The proposed short plat is consistent with the current land use designation for the area. As conditioned, the proposal complies with the Comprehensive Plan.

## II. APPEALS AND JUDICIAL REVIEW

The following is a summary of the deadlines and procedures for appeals and judicial review. Any person wishing to file or respond to an appeal should contact the Department of Community Development for further procedural information.

### A. APPEALS

The Hearing Examiner is designated to hear appeals by parties aggrieved by a decision of the Director of the Department of Community Development (BMC 2.20.020). The Decision of the Director is final and conclusive unless within **10 days** of the date of decision, which shall be before 5 PM on **June 24, 2016** an aggrieved person(s) files a notice of appeal with the City Clerk. Copies of the "Notice of Appeal" document may be obtained at the Burien City Hall. **There is a filing fee of \$314** for the submittal of an appeal. For more information please contact the Department of Community Development at (206) 248-5520.

### B. JUDICIAL REVIEW

State law allows the city's final decision to be appealed by a party of record with standing to file a land use petition in King County Superior Court. Such petition must be filed within 21 days after issuance of the decision, as provided in RCW 36.70C.

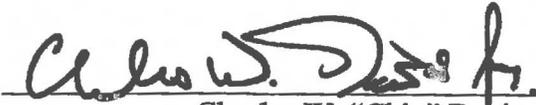
## IV. LAPSE OF APPROVAL

Under BMC 17.35.120(4), short plat preliminary approvals shall be valid for 36-months. If any condition is not satisfied and the final plat is not recorded within the 36-month period the short subdivision approval shall be null and void. If all conditions have been satisfied and all required documents have been submitted within the 36-month period, the city may grant a single extension of up to 90-days to obtain additional information or for the processing and recording of final plat documents. Applicants will have a maximum of 30-days to comply with requests for additional information made within the extension period.

## V. PARTIES OF RECORD

| <u>Name</u>                        | <u>Address</u>                                      |
|------------------------------------|---|
| Javier Morales, Gem & Morales, LLC | 422 SW 124 <sup>th</sup> Street<br>Burien, WA 98146 |
| Han Phan , PBG Engineering         | 5130 S 166 <sup>th</sup> Lane<br>SeaTac WA 98188    |
| Sue Love                           | Mslove7@comcast.net                                 |
| Tamara Vandenberg                  | Tamara.vandenberg@gmail.com                         |

Dated this 14th day of June 2016

  
Charles W. "Chip" Davis, AICP  
Community Development Director

### **ATTACHMENTS**

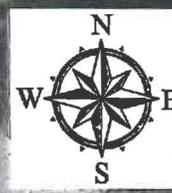
The following Attachments are incorporated by reference:

1. Vicinity Map
2. Site visit photographs from March 15, 2016
3. Regulations for Short Plats
4. Memorandum from Ramesh Davad, Development Review Engineer, dated April 4, 2016
5. Memorandum from H.K. Lim, Surface Water Management Engineer, dated May 12, 2016
6. Certificate of Water Availability, King County Water District #49, dated March 31, 2015
7. Certificate of Fire Hydrant Availability, King County Fire District #2, dated April 3, 2015
8. Certificate of Sewer Availability, Southwest Suburban Sewer, dated April 1, 2015
9. Preliminary Civil drawings prepared by PBG, LLC, date 12/15/15
10. Public Comment Letter, Sue Love, March 8, 2016 with Response from Staff
11. Public Comment Letter, Tamara Vandenberg, March 13, 2016

# Vicinity Map

File: PLA 16-0242

## Short Plat One Residential Lot into Two Residential Lots



# PLN-16-0242 Preliminary Short Plat – Attachment #2



## DEVELOPMENT REGULATIONS

### For Short Plats and Consequent Building Permits

In addition to the standards addressed in the staff report, the City of Burien and other agencies will review the Final Short Plat and the Building Permits to ensure compliance with all applicable city, county, and state codes and policies. At a minimum, the following sections of the Burien Municipal Code (BMC), King County Code (KCC), and state laws will be analyzed during those reviews.

#### **BMC 13.10 Surface Water Management**

#### **BMC 12.05 Road Design and Construction Standards**

#### **BMC 12.40.070 Undergrounding of Utilities**

This section applies to new construction on an undeveloped site, to any substantial improvement on a developed site and any new or altered service. All utility lines on a site must be undergrounded. All existing overhead utility lines in the right of way adjacent to the site must be undergrounded unless the Public Works Director determines that this is infeasible. The Public Works Director may require the applicant to submit a statement from all utility companies with existing overhead lines indicating if undergrounding in the right-of-way is feasible. If the Public Works Director determines that undergrounding in the right of way is not feasible, the property owner must sign a concomitant agreement for future undergrounding.

#### **BMC 17 Subdivisions**

#### **17.25.010 Public Road and Drainage Improvements.**

Prior to recording the final plat, each and all of the proposed streets, avenues, boulevards and highways shown thereon shall be improved with grading, surface and drainage in full compliance with and pursuant to a construction permit issued by the City. Right-of-way improvements shall be as shown on the application drawings and/or as accepted by the City Engineer.

#### **17.35.080(2) Access.**

Short subdivisions involving construction within city right-of-way shall obtain a Right-of-Way Use Permit pursuant to the codes, rules, laws and regulations of the City of Burien. Right-of-way improvement plans must be prepared by a State of Washington licensed professional engineer.

#### **17.35.090(3) Water Supply.**

Prior to recording the final plat, the approved public water system shall be installed to serve each lot unless a bond or similar security has been deposited with the City of Burien in a form and amount and with conditions satisfactory to the City of Burien to provide for the construction of required water facilities in Group A systems as defined by

board of health regulations, within two years of the date of short plat recording. The City may assign rights to enforce the bond to the purveyor.

17.35.100(2) Sewage Disposal.

Prior to recording the final plat, either the approved public sewage system shall be installed to serve each lot, or a bond or similar security shall be deposited with the City of Burien and may be assigned to a purveyor to assure the construction of such facilities within two years of the date of short plat recording.

17.35.120(3) through (5) Preliminary decision.

All construction and site development activities related to the short subdivision are prohibited until the preliminary decision becomes effective or until authorized by a required plan approval required as a condition of preliminary short subdivision approval. Short subdivision preliminary approval shall be valid for 36 months. If any condition is not satisfied and the final short plat is not recorded within the approval period the short subdivision approval shall be null and void.

17.35.130 Final approval and recording.

All short subdivisions must meet the provisions of this section prior to recording the final plat, including certification from the City of Burien office of the City Clerk and King County Office of Finance that property taxes for the subject property are not delinquent and that all applicable final approval fees and any civil penalties assessed have been paid. A current title report or plat certificate, together with a copy of all easements and encumbrances, must accompany the final plat map. An updated title report may be required if the short plat is not recorded within 30 days of the date of the plat certificate.

**BMC 19 Zoning**

19.17.013 On-Site Recreation – Fee In Lieu of Recreation Space.

If on-site recreation space is not provided, the applicant shall pay a fee in lieu of actual recreational space as provided in BMC 19.17.013(8), 19.17.013(9), 19.17.013(10) and 19.17.013(11).

19.17.290(1) Fences.

Fences exceeding a height of six feet shall comply with the applicable street and interior setbacks of the zone in which the property is located.

19.70.050 Surface Water Management.

All new development shall be served by an adequate surface water management system approved by the department as being consistent with the design, operating and procedural requirements of the Surface Water Design Manual and BMC Title 13.

19.70.100 Adequate Vehicular access.

All new development shall be served by adequate vehicular access meeting the standards of this section.

#### 19.70.110 Adequate Fire Protection.

All new development shall be served by adequate fire protection. The water supply system must provide at least minimum fire flow and the road system must provide life safety/rescue access. Other fire protection requirements for buildings must be met as required by the fire code and IBC, and building and construction standards.

#### 19.10.265 Structure height.

Structure height is the vertical distance measured from average natural grade to the highest point of the structure. Natural grade is the topography of the lot immediately prior to any site preparation or grading, including excavation or filling. Prior to issuance of any development permits for the site, the city must have on file a topographic survey showing natural grade of the site prior to any development activity.

19.15.005: Permitted uses, setbacks, height limits, building coverage, and impervious surface coverage.

#### 19.17.240 Sight Distance Requirements.

A sight distance triangle area shall contain no fence, berm, vegetation, on-site vehicle parking area, signs or other physical obstruction between 42 inches and eight feet above the existing street grade. The sight distance triangle at a site access point (driveway) is determined by measuring 15 feet along the street line and 15 feet along the edges of the driveway starting at the point of intersection. The third side of each triangle shall be a line connecting the endpoints of the first two sides of each triangle.

#### 19.20.100(10) Parking for single detached dwelling units.

All vehicle parking and storage must be in a garage, carport or on an approved impervious surface. Any impervious surface used for vehicle parking or storage must have direct and unobstructed driveway access. Parking spaces shall be adequately sized and located to accommodate a standard-sized vehicle without the vehicle extending into the vehicular access tract.

#### 19.25.120 Significant trees - Retention required.

*Significant trees* shall be retained as follows:

Landscape Category A: Thirty percent (30%) of the *significant trees* located on the *site*, excluding *critical areas* or their *buffers*.

#### 19.25.150 Significant trees - Protection.

To provide the best protection for *significant trees*:

1. No clearing shall be allowed on a *site* until approval of tree retention and landscape plans;
2. An area of prohibited disturbance, generally corresponding to the drip line of the *significant tree* shall be protected during construction with a temporary five-foot-high chain link or plastic net *fence*. The fencing shall be installed prior to issuance of development permits for the *site*;
3. No *impervious surfaces*, fill, excavation, or storage of construction materials shall be permitted within the area defined by such *fencing*;

4. A rock well shall be constructed if the grade level around the tree is to be raised by more than one foot. The inside diameter of the well shall be equal to the diameter of the drip line of the tree;
5. The grade level shall not be lowered within the larger of the two areas defined as follows:
  - A. The drip line of the tree(s); or
  - B. An area around the tree equal to one foot diameter for each inch of tree trunk diameter measured four feet above the ground; and
6. Alternative protection methods may be used if determined by the *Director* to provide equal or greater tree protection. [Ord. 293 § 1, 2000]

#### 19.35 Transportation Impact Fees.

##### 19.35.060 Imposition of Transportation Impact Fees.

Any person who receives a building permit or other construction permit for any development activity or who undertakes any development activity within the city's corporate limits for which a building permit, or other construction permit if a building permit is not required, shall pay the transportation impact fees as set forth in this chapter to the city. The impact fees shall be paid at the time of issuance of the permit.

# MEMORANDUM

**Date:** April 4, 2016

**To:** Niomi Zinn, Project Planner

**From:** Ramesh Davad, Development Review Engineer

**Re:** PROJECT REVIEW FOR FILE # PLA 16-0242 (Morales 2-lot Short Plat) Development Review

---

I have completed a review of the above mentioned Preliminary Short Plat application. This included review of the following documents:

- Preliminary Civil drawings prepared by PBG, LLC, date 12/15/15.

Based on review of the documents and close coordination with City staff, approval of the proposed land use application is recommended subject to the following Public Works conditions.

## **General**

1. The applicant shall submit approved utility plans for the various underground utilities serving or proposed to serve the site.
2. The applicant shall obtain a Right-of-Way use permit from City of Burien regarding drainage connection and any work with the right-of-way.

## **Recommended PW conditions of approval**

1. The applicant shall design and construct all street improvements within the City of Burien, in accordance with the 2008 Burien Road Standards (Standards), as adopted by the City of Burien.
2. The driveway requirements of BRS Section 3.01 apply to the project. These requirements include the following:
  - No portion of the driveway width shall be allowed within 5 feet of side property lines in residential areas except if a joint use driveway tract is proposed to serve the two parcels or in cul-de-sac.
  - Per BRS Section 3.01.C, the minimum individual driveway width is 10 feet and the maximum width is 20 feet.
3. Full urban frontage improvements shall consist of 6-8 feet pavement

- widening, storm drain system (may be infiltration system) along the project frontage on 8th Ave SW in accordance with 2008 Burien Road Standards.
4. If proposed driveway will be joint-use, then a 20 foot- tract width and 18 foot wide paved joint-use driveway approach is required in accordance with the 2008 Burien Road Standards.
  5. A full or half width overlay of the existing pavement is required for all street widening projects including paved shoulder (BRS 4.03.(1)). The limits of the overlay will be based on the conditions of the existing pavement at the time of construction as determined by Right-of-Way inspector.
  6. All required utilities, drainage and street improvement plans shall be designed by a Washington State Licensed Engineer in accordance with City of Burien standards, 2008 BRS and 2009 KCSWDM.
  7. All utilities serving the property shall be placed underground unless exempt per BMC § 12.40. All new electrical, phone, water, sewer and cable services to the site must be underground. Construction of these facilities must be inspected and approved by the City of Burien Public Works Inspector.
  8. The applicant shall coordinate with various underground utilities serving or proposed to serve the site. Prior to issue clear & grade permit, the applicant shall submit approved utility plans for the various underground utilities serving or proposed to serve the site.
  9. A Right of Way Use Permit will be required for any construction or utility work within the street right of way or proposed ROW street (ref. BMC § 12.17 and 12.18).
  10. Restoration, performance, and maintenance security bonds, in forms acceptable to the City, must be posted for required site and right of way improvements. (ref. BMC § 17.35.130(1)(e), and per Section 1.2.7 KCSWDM, KCC Title 9, KCC.
  11. As-Built drawings shall be prepared by professional surveyor in accordance with City of Burien checklist or 2008 BRS and 2009 KCSWDM.
  12. Final plat drawing shall be prepared by professional surveyor in accordance with WAC 332-130 and WAC checklist.

## MEMORANDUM

Date: May 12, 2016  
To: Niomi Zinn, Project Planner  
From: Heungkook Lim, Surface Water Management Engineer  
Re: PROJECT REVIEW FOR FILE # PLA 16-0242 (Morales 2-lot Short Plat)  
Public Works Stormwater Conditions of Land Use Approval

---

I have completed a drainage review of the above mentioned project. This review is mainly for the proposed land use application but also contains drainage requirements for the future building permit application. Further drainage requirements and review will be provided during the building permit process. I reviewed following documents;

- Preliminary Civil drawings prepared by PBG, LLC, dated 12/15/15
- TIR

### **Public Works Stormwater requirement;**

1. The following note shall be shown on the final recorded plat:

“Permit applications for buildings or other improvements constructed on lots created by this short plat must be reviewed for compliance with Best Management Practices (BMP’s) and other applicable drainage standards adopted by the City.”

### **General Requirements for future permit (Building or Clearing & Grading Permit).**

2. Storm water facilities and the drainage site plan for the project shall be in accordance with the 2009 King County Surface Water Design Manual (KCSWDM), the 2009 the Stormwater Pollution Prevention Manual (SPPM) as adopted by the City of Burien (ref. BMC § 13.10.020), and the Burien Municipal Code (BMC), Chapter 13.10.

3. In general, the proposed storm drain plans appear reasonable, refinement of the final design of flow control and conveyance system will be required prior to issuance of development permits for any construction activities on-site or Right of Way.

4. Storm site plan, ESC plan, and TIR shall be updated based on actual foot print (new/replaced impervious surface).

5. Maintenance and operation of all drainage facilities will be the responsibility of the applicant or property owner. All facilities must be maintained as specified in the site/lot’s declaration of covenant and grant of easement per Section 5.2.1. of the KCSWDM.

6. A Declaration of Covenant must be recorded at the time of building permit. The form and the instruction of the covenant will be provided during building permit process.

# CITY OF BURIEEN CERTIFICATE OF WATER AVAILABILITY

ORIGINAL

Highline Water District  
P O Box 3867  
Kent, WA 98032  
206-824-0375

Water District 49  
415 SW 153rd St.  
Burien, WA 98166  
206-242-8535

Water District 20  
12606 1st AV S  
Burien, WA 98168  
206-243-3990

Seattle Public Utilities  
700 Fifth Ave.,  
Suite 4500  
Seattle, WA 98104  
206-684-5296

**Part A (To Be Completed by Applicant)**

**Purpose of Certificate:**

- Building Permit  Preliminary Plat or PUD  
 Short Subdivision  Rezone or other

Applicant's Name Javier Morales Contact: 206-579-5004

Proposed Use Demo existing S.F. Home, Build 2 new S.F. Homes

Location 15627-8th Avenue SW, Burien, WA 98166 Parcel #1218000075

(Attach map and legal description if necessary)

The following structure or building shall have a **cross connection inspection** by the water purveyor WAC 246-290-490 because of the following item: (1) **Fire Protection System**, (2) **Boiler**, it shall be the requirement of the owner to notify the Water District. This is a requirement of the State of Washington and shall be complied with.

**Part B: (To Be Completed By Water Purveyor)**

1. a.  Water will be provided by service connection only to an existing 8" water main 45' feet from the site.  
(size)
- or b.  Water service will require an improvement to the water system of:
  - (1) \_\_\_\_\_ feet of water main to reach the site; and/or
  - (2) The construction of a distribution system on the site; and/or
  - (3) Other (describe) \_\_\_\_\_
2. a.  The water service is in conformance with a County-approved water comprehensive plan.
- or b.  The water system improvement will require a water comprehensive plan amendment.
3. a.  The proposed project is within the corporate limits of the district, or has been granted Boundary Review Board (BRB) approval for extension of service outside the district or city, or is within the County-approved service area of a private water purveyor.
- or b.  Annexation or BRB approval will be necessary to provide service.
4. a.  Water is/or will be available at the rate of flow and duration indicated below at no less than 20 psi measured at the nearest fire hydrant 53' feet from the building/property (or as marked on the attached map):
 

| Rate of Flow  | Duration  |
|---|---|
| <input type="checkbox"/> less than 500 gpm (approx. _____ gpm)                                    | <input type="checkbox"/> less than 1 hour           |
| <input type="checkbox"/> 500 to 999 gpm   | <input type="checkbox"/> 1 hour to 2 hours          |
| <input checked="" type="checkbox"/> 1,000 gpm or more <span style="margin-left: 50px;">FOR</span> | <input checked="" type="checkbox"/> 2 hours or more |
| <input type="checkbox"/> flow test of _____ gpm   | <input type="checkbox"/> Other _____                |
| <input type="checkbox"/> calculation of _____ gpm   |   |

(Commercial Building Permits require flow test or calculation)
- or b.  Water system is not capable of providing fire flow.

COMMENTS/CONDITIONS Existing water service to be disconnected at customer side of meter prior to demo of existing home. Please contact Water District No. 49 with any questions.

I hereby certify that the above water purveyor information is true. This certification shall be valid for one year from date of signature.

King County Water District No. 49  
(Agency Name)

Mike Harris  
(Print Name)

General Manager  
(Title)

Mike Harris March 31, 2015  
(Signature/Date)

RECEIVED

PLA-16-0248

**ATTACHMENT TO  
CERTIFICATE OF WATER AVAILABILITY**

**KING COUNTY WATER DISTRICT NO. 49**

The following terms and conditions apply to the attached Certificate of Availability:

1. This Certificate of Availability is valid only for the real property referenced herein for the sole purpose of submission to the City of Burien. This Certificate of Availability is between the District and the Applicant only, and no third person or party shall have any rights hereunder whether by agency or as a third-party beneficiary or otherwise.
2. The District makes no representations, express or implied, that the Applicant will be able to obtain the necessary permits, approvals, and authorizations from the City of Burien or any other governmental agency necessary before the Applicant can utilize the water service which is the subject of this Certificate.
3. In the event the District and/or the Applicant must extend the District's water system to provide water service to the real property which is the subject of this Certificate of Availability, the District and/or the Applicant may be required to obtain from the City of Burien or other governmental agencies various permits, approvals and authorizations. The District makes no representations, express or implied, that the District, the Applicant and/or the owner of the real property which is the subject of this Certificate of Availability may be able to obtain all permits, approvals, and authorizations or to obtain such within any time or date certain to be able to utilize the water service which is the subject of this Certificate. In addition, other governmental agencies may establish requirements, as a condition of granting any such permits, approvals, or authorizations relating to this Certificate of Availability that may make the provision of water service impractical or impossible to the property which is the subject of this Certificate.
4. In the event the District and/or the Applicant must extend the District's water system to provide water service to the real property which is the subject of this Certificate of Availability, the Applicant may be required to provide or obtain and provide at the Applicant's sole expense easements in favor of the District for the extensions to the District's water system, both onsite and offsite, in accordance with the District's water comprehensive plan and developer extension regulations, standards and specifications.
5. As of the date of the issuance of this Certificate, the District has water availability to provide such water service to the property which is the subject of this Certificate, and the water systems exist or may be extended to provide service to such property, subject to any conditions or limitations noted on this Certificate. However, the issuance of this Certificate creates no contractual relationship between the District and the Applicant, and the issuance of this Certificate may not be relied upon and does not constitute the District's guarantee that water will be available beyond the one (1) year term of this Certificate.

King County Water District No. 49

By Mike Harris  
Mike Harris, General Manager

Date MARCH 31, 2015

MJxFL  
ER FH

1 (FD)

1

5  
22 (FD)

ER  
H

0

EW

1959

1

12"GV, MJ 10  
2-8"GV, MJ

DIV

11

#427 (FD)

8"x8"TEE, MJxFL  
5/4"MUELLER FH

A

8"TEE, FL 10  
2-8"GV, MJxFL  
8"ADAPTER, MJxFL

8T

11 #432 (FD)

8"x8"TEE, MJxFL  
5/4"MUELLER FH

14'

8"CI 1969

8"CI 1969

156TH

1

SW

11

5

AVE

10TH

14'

10

11

SW

15

AVE

9TH

20

ST

1

8TH

5

#426 (FD)

5/4"MUELLER FH

14.5'

8"x8"TEE, FL  
8"GV, MJxFL  
8"ADAPTER, MJxFL  
5/4"MUELLER FH

10

#425 (FD)

11

SW

15627

15

TRAILS

8TH

20

8"x8"TEE  
4 1/4" MR  
3 WAY

#500

8"D

8"TEE,  
8"GV, F

16'

7

8"TEE, M  
8"GATE V  
8"SLEEVE  
8"x8"TEE  
5/4" MUE

#400

SW

1

11

ST

11

SW

**FIRE HYDRANT AVAILABILITY**

City of Burien

KCFD #2  
APR 2 2015

This form must be completed and signed by the Fire Marshal. The form must be returned to the City of Burien Department of Community Development prior to issuance of a building permit or plat approval. The following must accompany this form to King County Fire District #2:

- Certificate of WATER AVAILABILITY completed by Water District
- A plot plan showing lot dimensions, building dimensions, placement of existing structures and streets *Plan Must be Drawn to Scale.*
- For projects involving Construction Review, a complete set of building plans are required.

|                                  |                                  |
|----------------------------------|----------------------------------|
| PLAN REVIEW #: _____             | BLDG. PERMIT #: _____            |
| APPLICATION DATE: ____/____/____ | DATE RECEIVED FD: ____/____/____ |

Submit application to: **King County Fire District #2**  
 15100 8th Ave SW  
 Burien, WA 98166-2244  
 206 242-2040 / Fax: 206 433-6042

**Complete The Following For Proper Routing and Determinations:**

Property Address: 15627 8<sup>TH</sup> AVE SW  
BURIEN WA 98166

Legal Description: LOT 15, BLOCK I, BURDEN LAKE  
VIEW TRACTS, DIV. No 2

Contact Person: HAN PHAN Phone: 206-229-6422

- Please Check One:*
- Water Dist Serving Property**
- Water Dist. #20
  - Water Dist. #49
  - Water Dist. #125
  - Highline Water Dist.
  - City of Seattle

Approximate Total Square Footage of Bldg.: \_\_\_\_\_  
 (Total of all floors, add attached garage for residential occupancies)

Specific Bldg. Use: \_\_\_\_\_

Bldg. Occupancy Classification: \_\_\_\_\_

Type of Bldg. Construction: \_\_\_\_\_

- Please Check One:*
- New Construction
  - Addition or Alteration
  - Short Subdivision
  - PUD

*If you have trouble determining these items, ask for assistance.*

**FIRE DEPARTMENT USE ONLY**

DATE 4/3/15

**WATER FLOW** Gallons Per Minute Required: 1000 Gallons Per Minute Available 1000  
 Approved  Not Approved  Approved w/conditions

**HYDRANT SPACING** Distance to Nearest Hydrant: 50 ft.  
 Approved  Not Approved  Approved w/conditions   
 \*350 feet maximum Travel Distance for Residential uses, 150 feet maximum travel distance for Commercial uses.

**FIRE DEPARTMENT ACCESS**

Approved  Not Approved  Approved w/conditions

**\*\*Fire Department Access and Turn Around Required if Over 150 Feet From the Main Roadway.**  
 (See Fire Department for details)

Fire Department Comments/Conditions:  
Review is for fire flow, hydrant distance, and Fire Dept vehicle access only. No building evaluation conducted

APPROVED BY: [Signature] NOT APPROVED BY: \_\_\_\_\_  
 King County Fire District #2 Fire Marshal/Plans Examiner King County Fire District #2 Fire Marshal/Plans Examiner

Revised 12/1/06

# Southwest Suburban Sewer District - Certificate of Sewer Availability

431 SW Ambaum Boulevard - Burien, WA 98166-2497 Phone 206-244-9575 E-mail: [info@swssd.com](mailto:info@swssd.com)

**This certificate provides the information necessary to evaluate a development proposal**

Date of Application: 4/1/15  Sewer Available  Sewer Not Available

Purpose of Certificate: Building Permit  Short Plat  Lot Line Adjustment  Rezone  Other:

Applicant's Name: **Javier Morales** Phone number, including Area Code: (206) 579-5004

Location of proposed Sanitary Sewer Service: 15627 8th Ave SW, Burien, WA 98166

Parcel Number: 121600-0078 Legal Description: BURIEEN LAKE VIEW TRS DIV # 2 PLat Block: 1 Plat Lot: 15

Existing Use:  Single Family Residential Unit  Multi Family Residential Units  Commercial Unit

Purposed Use:  Single Family Residential Unit  Multi Family Residential Units  ADU  Commercial Unit

PLA 16-0242

1. a.  The Southwest Suburban Sewer District has provided a side sewer stub connection to an existing  8" main **OR** main with a 6" sewer stub  zero 0 feet from the site. The Sanitary Sewer System has the capacity to serve the proposed use per the District and WA State Standards.

Or b.  Sanitary Sewer Service will require an improvement to the sewer system of:  
 (1) feet of sanitary sewer trunk line or lateral to reach the site; and/or  
 (2) The construction of a collection system on the site; and/or  
 (3) Other - describe:

2. a.  The proposed sanitary sewer improvement is in conformance with a District comprehensive sewer plan.

b.  The sewer system improvement will require a sewer comprehensive plan amendment.

3. a.  The proposed project is within the corporate limits of the district, or has been granted Boundary Review Board (BRB) approval for extension of service outside the district or city.

Or b.  Annexation or Boundary Review Board approval will be necessary prior to providing service.

4. A sanitary sewer easement encumbers this property  No  Yes

5. This property is subject to Shoreline approval.  No  Yes

6. The Service is subject to the following:

a.  Easements are NOT required  Easements MAY BE required  Easements ARE required

b. General Facility Charge for a Single Family Residential Unit at the rate of \$3,402.00 ..... \$3,402.00

c. General Facility Charge for Multi Family Residential Unit of \$2,143.00 X the number of units =

d. Side Sewer Permit Fee due prior to connection ..... \$340.00

e. Local Facility charges due prior to connection:.....

f. Capacity Study Required .....

g. Other:

Total Amount Due ..... \$ 3,742.00

RECEIVED

FEB 04 2016

I hereby certify that the above District information is correct. This certification is valid for one year from the date of signature.

CITY OF BURIEEN

Southwest Suburban Sewer District Signed by: *Javier Morales* Date: 04-01-15

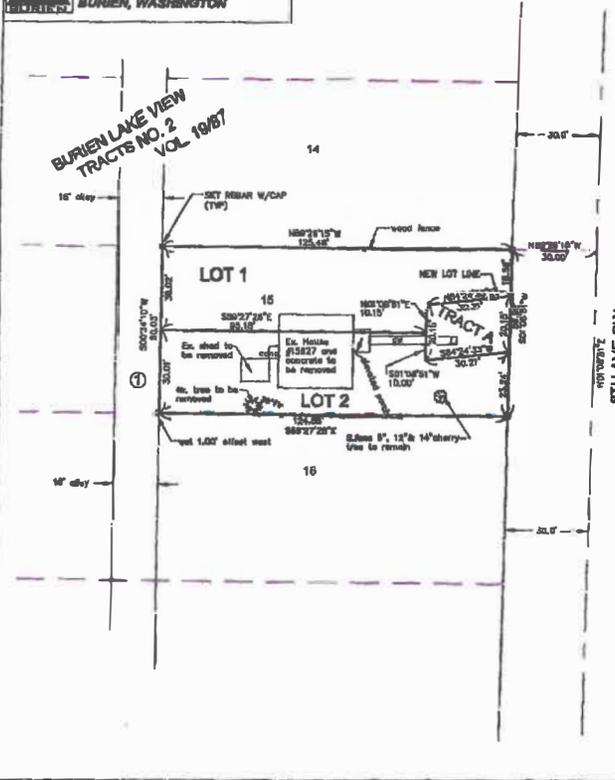
Additional Terms and Conditions to this certificate are found on the reverse side

ATTACHMENT #8



**CITY OF BURien**  
**MORALES 2 SHORT PLAT**  
**NO. PLA-15-0083**  
**BURien, WASHINGTON**

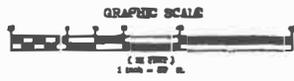
RECORDING NO. \_\_\_\_\_ VOL./PAGE \_\_\_\_\_  
 PORTION OF  
 SE 1/4 of SW 1/4, S. 19 T. 23 N. R. 4 E. W.M.



**LOT AREAS**  
 FULL PARCEL = 7,511 sf ±  
 LOT 1 = 3,456 sf ±  
 LOT 2 = 3,451 sf ±  
 TRACT A = 604 sf ±

**IMPERVIOUS SURFACE ON FULL PARCEL**  
 EXISTING HOUSE (#1827) = 200 sf ±  
 ASPHALT PAVING AND CONCRETE WALKS = 137 sf ±  
 EXISTING SHED = 83 sf ±

**SURVEY NOTES:**  
 1. BARS OF BEARING FOUND MONUMENTS ON 8TH AVE SW AT THE INTERSECTIONS OF SW 126TH STREET AND SW 105 STREET WITH A BEARING OF NORTH 87° 15' E FOR BURien LLA PLA 14-0871, REC. NO. 20140521000028.  
 2. RAW DATA FOR THIS SURVEY WAS OBTAINED BY DIRECT FIELD MEASUREMENTS. ANGLES AND BEARING OBSERVATIONS WERE RECORDED WITH A TRIPLET THEODOLITE AND ELECTRONIC DISTANCE MEASURING DEVICE, MEASURED BY A STEEL TAPE. "CURVED METHODS" WERE USED IN PERFORMING THIS SURVEY. RESULTS OR METHODS ARE DESCRIBED IN THE FIELD NOTES.  
 3. THIS SURVEY HAS BEEN APPROVED FOR THE EXCLUSIVE USE OF PARCELS WHERE "CURVED APPROX" BEARS ONLY, AND DOES NOT EXTEND TO ANY UNAPPROVED THIRD PARTIES WITHOUT EXPRESS RECONSTRUCTION BY THE LOCAL SURVEYOR.  
 4. REFERENCES:  
 Plat of Burien Land View Tracts,  
 Vol. 18/87  
 Burien LLA PLA 14-0871  
 REC 124/168



RECORDING'S CERTIFICATE .....  
 Read for record this \_\_\_\_\_ day of \_\_\_\_\_, 2015.  
 Is book \_\_\_\_\_ of \_\_\_\_\_ page \_\_\_\_\_ of the record of \_\_\_\_\_.

LAND SURVEYOR'S CERTIFICATE  
 This Short Plat correctly represents a survey made by me or under my direction in conformity with the requirements of the appropriate State and County Statute and Ordinance in \_\_\_\_\_.

**MORALES 2 SHORT PLAT**  
**NO. PLA-15-0083**  
 MORALES PROPERTY  
 422 SW 126TH ST.  
 Burien, WA 98148



**SCHROETER LAND SURVEYING**  
 PROFESSIONAL LAND SURVEYORS  
 PLS 101 801, Burien, Washington 98148 (206) 838-0328  
 www.schroeterlandsurveying.com  
 DES. BY LAW DATE 3/31/15 JOB NO. 0377/15  
 CHD. BY REVISION DATE FIELD 3/25/15 PROJECT NO. 1001881  
 SHEET 2 OF 2

## Niomi Zinn

---

**From:** Niomi Zinn  
**Sent:** Monday, March 14, 2016 10:09 AM  
**To:** 'Sue Love'  
**Subject:** RE: Notice of Application for PLA-16-0242

Hello Sue!

1. Once the comment period is up (actually 30 days for a short plat), it is our responsibility to issue a decision within 120 days from the date that it was deemed complete. The 120 day period will expire on July 11, 2016.
2. Yes. They can submit if they want to, with the caveat that it must be only for the existing, original parent lot.
3. Yes. They have submitted. The building plans have been issued. Please let me know if you would like to come in and see them. When you do come in please ask to see building plans for permit number BLD-16-0144, they are in bin C18.
4. Two years ago, there was a comprehensive plan update and rezone. This caused the lot size to change from 12,000 to 7,200.
5. The lot sizes proposed are 30.02 x 125.48 and 30.01 x 124.88
6. I see what you are saying from the photo included below. I wonder if that work being done is on the existing parent lot that has an approved building permit. I can double check and make sure if you would like me to.

Please let me know if you need anything else.

Thank you!

**From:** Sue Love [mailto:mslove7@comcast.net]  
**Sent:** Tuesday, March 08, 2016 2:08 PM  
**To:** Niomi Zinn  
**Subject:** Re: Notice of Application for PLA-16-0242

Hi Niomi,

I talked with you today. I have some questions and I thought I would ask them and then you could either email me the answers or I will be glad to come by...but I thought this would save time.

Public comment is up on 4/11. How long after that until a decision is made?

Can the builder submit building plans with the plot plan still under consideration? Have they?

Did the resent master plan revision change the lot size around Lake Burien from 7,000 to 12,000?

What would be the size of each lot if this request is approved? (was each 20 x 125?)

This is the lot in question. I understand the builder can construct anything he wants up to a certain point.....but it surely appears they are confident they will be granted there smaller plot request and building plans approval.

Thank you,  
Sue



On Mar 7, 2016, at 9:35 AM, Niomi Zinn <[NiomiZ@burienwa.gov](mailto:NiomiZ@burienwa.gov)> wrote:

## Niomi Zinn

---

**From:** Tamara Vandenberg <tamara.vandenberg@gmail.com>  
**Sent:** Sunday, March 13, 2016 1:50 PM  
**To:** Niomi Zinn  
**Subject:** short plat PLA 16-0242

Project Planner, Niomi T. Zinn

PLA 16-0242

I am expressing my concern regarding the two lots of 30 feet each.

These homes will be "Skinny Minnies". They are detrimental looking to the community

White Center had a lot of these built and stopped there construction noting the adverse effect on the other properties on the street. It is very poor looking and demeans character of the other homes.

I do not mind homes built on smaller lots but so little does not conform to the area.

Thank you,

Tamara Vandenberg

206 427 5535

**Tamara Vandenberg**

Coldwell Banker Broker - License Number: 22956

206.427.5535

[tamara.vandenberg@gmail.com](mailto:tamara.vandenberg@gmail.com)

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