



City Council, Regular Meeting

AGENDA

6:30 pm – 10:00 pm

June 6, 2017

Call to Order

Roll Call

Pledge of Allegiance

Approval of Agenda

Estimate time

Presentations/Proclamations

- **Update:** Habitat for Humanity Project **6:35 pm**
- **Presentation & Discussion:** Health & Human Services Needs Assessment **6:45 pm**
- **Final Report:** Economic Development Analysis **7:00 pm**

Student Liaison Reports

7:20 pm

Public Comment

7:25 pm

Note: *This is an opportunity for the public to address the Council. Three-minutes limit per person or five-minutes if representing the official position of a recognized community organization. If you would like to show a video or PowerPoint, it must be submitted or emailed by 5 pm, the end of the business day, to the City Clerk, Melonie Anderson at manderson@sammamish.us. Please be aware that Council meetings are videotaped and available to the public.*

Consent Calendar

7:55 pm

- Payroll for period ending May 15, 2017 for pay date May 19, 2017 in the amount of \$ 359,358.79
- 1. **Approval:** Claims For Period Ending June 6, 2017 In The Amount Of \$3,601,980.41 For Check No. 47327 Through 47500
- 2. **Proclamation:** Honor Guard Day
- 3. **Proclamation:** Girl Scout Gold Award Day
- 4. **Ordinance:** Second Reading: Amending Ordinance No. O2016-423, The 2017-2018 City Budget, For The Purpose Of Revising The 2017-2018 Biennial Budget;

City Council meetings are wheelchair accessible. American Sign Language (ASL) interpretation is available upon request. Please phone (425) 295-0500 at least 48 hours in advance. Assisted Listening Devices are also available upon request.

5. **Ordinance:** Second Reading: Adopting The Sammamish Electrical Code; Amending Title 16, Buildings And Construction, Of The Sammamish Municipal Code By Amending Chapter 16.05, Construction Codes; 16.20, Construction Administrative Code; And 16.25 Building And Property Maintenance Code; Providing For Severability; And Establishing An Effective Date
6. **Ordinance:** Second Reading: Vacating a Portion of 215th Avenue NE
7. **Bid Award:** 212th Non-Motorized Project/Trimaxx Construction
8. **Bid Award:** 2017 Citywide Pavement Overlay/Watson
9. **Contract:** 2017 Citywide Pavement Overlay Construction Support/KBA, Inc.
10. **Interlocal:** 2017-2018 Citywide Pavement Overlay/Sammamish Plateau Water
11. **Interlocal:** 2017-2018 Citywide Pavement Overlay/North East Sammamish Sewer and Water
12. **Interlocal:** SE 4th Street Project - Terms of Sale Agreement to Use King County's Mitigation Reserves Program
13. **Bid Award:** Bark Delivery and Placement for Parks/Pacific Topsoil
14. **Amendment:** 212th Way SE Roadway Project Construction Support /Gray and Osborne
15. **Approval:** Notes for the May 9,2017 Joint Study Session
16. **Approval:** Minutes for the May 16, 2017 Regular Meeting
17. **Approval:** Minutes for the May 22, 2017 Special Meeting

Public Hearings

- | | |
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| 18. Resolution: Approving Public Benefit Rating System, Current Use Assessment For The Pfaffe Property- King County Tax Parcel(S) No. 2025069108 & 2025069129 | 8:05 pm |
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- | | |
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| 19. Resolution: Adopting an Updated Six-Year Transportation Improvement Plan for 2018-2023 | 8:20 pm |
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Unfinished Business

- | | |
|--|----------------|
| 20. Funding Request: Sammamish Heritage Society | 8:50 pm |
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New Business

- | | |
|---|----------------|
| Council Reports/ Council Committee Reports | 9:05 pm |
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- | | |
|----------------------------|----------------|
| City Manager Report | 9:35 pm |
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- Wine Tasting at the Farmer's Market

Executive Session – If necessary

- | | |
|--------------------|----------------|
| Adjournment | 9:45 pm |
|--------------------|----------------|

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AGENDA CALENDAR

Meeting Date	Packet Material Due	Time	Meeting Type	Topics
June 2017				
Tues 6/13	6/07	6:30 pm	Study Session	One Center City/Sound Transit, Metro, City of Seattle Discussion: Land Acquisition Strategy & Policy Discussion: 2018-2023 Transportation Improvement Plan
Tues 6/20	6/14	6:30 pm	Regular Meeting	CANCELLED
Tues 6/27	6/21	5:30 pm	Special Joint Meeting	Joint Meeting with ISD (5:30 – 7:00 pm) Department Report: Police Presentation: Emergency Management Update Resolution: Adopting 2018-2023 Transportation Improvement Plan <u>Consent:</u> Bid Award: SE 4 th Street Improvement Project/TBD Bid Award: Beaver Lake Way/Drive SE Neighborhood Traffic Improvement Project/TBD Resolution: Project Acceptance Intelligent Transportation System Phase I Contract: King County Youth & Amateur Sports Award Grant
Thurs 6/29		2:00 pm	Finance Retreat	Council Chambers
July 2017				
Mon 7/03	6/28	4:30 pm	Study Session	Meeting Cancelled
Weds 7/05	6/28	6:30 pm	Regular Meeting	Meeting Cancelled
Mon 7/10	7/05	4:30 pm	Special Study Session	Discussion: Transportation Master Plan Discussion: Stormwater Rate Study Update Discussion: Stormwater 6-year Capital Plan

Tues 7/11	7/05	4:00 pm – 7:00 pm	Special Joint Meeting	<p>Public Hearing/Ordinance: First Reading Comprehensive Plan Amendments Transportation Element</p> <p>Presentation & Discussion: Introduction to Land Acquisition Policy</p> <p>Ordinance: First Reading: Inglewood Historic Plat Drainage Requirements</p> <p>Ordinance: First Reading Stormwater Maintenance Code Updates</p> <p>Discussion: Human Services Needs Assessment</p> <p>Executive Session: Potential Land Acquisition</p> <p><u>Consent:</u></p> <p>Bid Award: Sahalee Way Stormwater Tightline Project (not related to Sahalee Way Project)/TBD</p>
Tues 7/18	7/12	6:30 pm	Regular Meeting	<p>Public Hearing: Erosion Hazard Near Sensitive Water Bodies Pilot Program Interim Regulations</p> <p>Ordinance: Second Reading Comprehensive Plan Amendments Transportation Element</p> <p>Resolution: Adopting a Land Acquisition Policy</p> <p>Ordinance: Second Reading: Inglewood Historic Plat Drainage Requirements</p> <p>Ordinance: Second Reading Stormwater Maintenance Code Updates</p> <p><u>Consent:</u></p> <p>Bid Award: 2017 Crack Seal/TBD</p> <p>Bid Award: 2017 Intersection Improvement Project/TBD</p> <p>Bid Award: 2017 Neighborhood Transportation Projects /TBD</p> <p>Bid Award: 2017 Sidewalk Project/TBD</p> <p>Bid Award: SE 4th Street Project/TBD</p>
Aug 2017			No meetings	
Sept 2017				
Mon 9/04 LABOR DAY	8/30	4:30 pm	Study Session	Cancelled

Tues 9/05	8/30	6:30 pm	Regular Meeting	<p>Public Hearing/Ordinance: First Reading Stormwater Rate Update</p> <p>Public Hearing/Ordinance: First Reading Comprehensive Plan Amendments Capital Facilities Element</p> <p><u>Consent:</u></p> <p>Bid Award: Enhanced Crosswalk on ELSP near SE 33rd Street/TBD</p> <p>Resolution: Inglewood Hill Stormwater Quality Retrofit Project Acceptance</p>
Tues 9/12	9/06	6:30 pm	Study Session	<p>Discussion: Parks, Recreation and Open Space (PRO) Plan Update</p> <p>Discussion: Communications Strategic Plan</p> <p>Discussion: Zackuse Creek Culvert Replacement Project & Basin Plan Update</p>
Tues 9/19	9/13	6:30 pm	Regular Meeting	<p>Department Report: Public Works</p> <p>Department Report: Parks & Recreation</p> <p>Presentation: Health & Human Services Needs Assessment</p> <p>Resolution: Adopting Internet Usage & Social Media Policies</p> <p>Ordinance: Second Reading Comprehensive Plan Amendments Capital Facilities Element</p> <p><u>Consent:</u></p> <p>Contract: Zackuse Creek Basin Plan Consultant/TBD</p> <p>Ordinance: Second Reading Stormwater Rate Update</p>
Oct 2017				
Mon 10/02	9/27	4:30 pm	Study Session	<p>Department Report: Police</p> <p>Discussion: Police Services Analysis</p> <p>Discussion: Parking Ordinance</p> <p>Discussion: Inattentive Driving Ordinance</p>
Tues 10/03	9/27	6:30 pm	Regular Meeting	<p>Public Hearing / Ordinance: First Reading Electronic Reader Board Signage Code</p> <p>Department Report: Fire</p> <p>Department Report: Administrative Services</p> <p>Discussion: Communications Strategic Plan</p> <p><u>Consent:</u></p> <p>Bid Award: City Hall Space Planning Project/TBD</p>

Tues 10/10	10/04	6:30 pm	Study Session	Discussion: Electronic Reader Board Signage Code Discussion: Transportation Master Plan Discussion: Parks, Recreation and Open Space (PRO) Plan Update Discussion: Big Rock Park Site B Master Plan Update
Tues 10/17	10/11	6:30 pm	Regular Meeting	Department Report: Finance <u>Consent:</u> Ordinance: Second Reading Electronic Reader Board Signage Code Contract: Intelligent Transportation System Phase II Design/TBD Resolution: Beaver Lake Preserve Project Acceptance Resolution: Skyline High School Turf Replacement Project Acceptance
Nov 2017				
Mon 11/06	11/07	4:30 pm	Study Session	Discussion: Emergency Management Update Discussion: Business Continuity Plan (Information Technology) Discussion: 2018 Comprehensive Plan Amendments – Docket Requests <u>Consent:</u> Bid Award: 2017 Asphalt Patching/TBD
Tues 11/07	11/07	6:30 pm	Regular Meeting	Public Hearing/Ordinance: First Reading School Impact Fee Update Public Hearing / Resolution: 2018 Comprehensive Plan Amendments – Docket Requests Public Hearing/Ordinance: First Reading Mid-Biennial Budget Update Public Hearing/Ordinance: First Reading and Public Hearing: 2018 Property Tax Levy Ordinance: First Reading City Parking Regulations Ordinance: First Reading Inattentive Driving Regulations <u>Consent:</u>
Tues 11/14	11/14	6:30 pm	Study Session	Discussion: Erosion Hazard Near Sensitive Water Bodies Pilot Program Permanent Regulations Discussion: Parks, Recreation and Open Space (PRO) Plan Update Discussion: Parks 6-year Capital Plan Discussion: YMCA Property Discussion: Transportation Master Plan

Tues 11/21	11/21	6:30 pm	Regular Meeting	<p>Public Hearing / Ordinance: First Reading Erosion Hazard Near Sensitive Water Bodies Pilot Program Permanent Regulations Discussion: Maintenance Facility Strategic Plan Discussion: Review Draft Humans Service Needs Assessment</p> <p><u>Consent:</u> Ordinance: Second Reading City Parking Regulations Ordinance: Second Reading Inattentive Driving Regulation Ordinance: Third Reading Consolidated Annual Amendment of Comprehensive Plan Ordinance: Second Reading School Impact Fee Updates Ordinance: Second Reading Mid-Biennial Budget Ordinance: Second Reading Property Tax Levy Rate Resolution: Fee Schedule Resolution: Salary Schedule Resolution: Medical Premium Co-Pay</p>
Dec 2017				
Mon 12/04	11/29	4:30 pm	Study Session	<p>Department Report: Community Development Discussion: Erosion Hazard Near Sensitive Water Bodies Pilot Program Permanent Regulations</p>
Tues 12/05	11/29	5:00 pm	Joint Study Session with Planning Commission	<p>Ordinance: Second Reading Erosion Hazard Near Sensitive Water Bodies Pilot Program Permanent Regulations Resolution: Adopting the Communications Strategic Plan</p> <p><u>Consent:</u> Contract: Electrical Inspections/TBD Contract: Electrical Inspections (2)/TBD Contract: ADA Transition Plan Consultant/TBD Contract: Water Quality Monitoring Strategic Plan/TBD Contract: Park Landscape Maintenance/TBD Contract: ROW Landscape Maintenance/TBD Contract: ROW Slope Mowing/TBD Contract: Street & Park Sweeping/TBD Contract: Custodial Services/TBD Contract: Vactoring Services/TBD Contract: Tree Services/TBD Contract: Fence Repair/TBD</p>
		6:30 pm	Regular Meeting	

Mon 12/11		6:30 pm		Volunteer Recognition Banquet	
Tues 12/12	12/06	6:30 pm	Special Meeting	Discussion: Parks, Recreation and Open Space (PRO) Plan Update Discussion: Parks 6-year Capital Plan Resolution: Adopting Human Service Needs Assessment Executive Session: Discussion Qualifications of Commission Applicants	
Tues 12/19	12/13	6:30 pm	Regular Meeting		
Jan 2018					
Mon 1/1				New Year's Day – City Offices Closed	
Tues 1/2	12/26	6:30 pm	Regular Meeting	Oath of Office – New Councilmembers Election: Mayor/Deputy Mayor <u>Consent</u> Contract: Beaver Lake Park Phase 1 Improvement Project Design Consultant/TBD	
Tues 1/9	1/3	6:30 pm	Study Session	Interviews: Council Commission Interviews/Appointments	
Tues 1/16	1/10	6:30 pm	Regular Meeting		
	To Be Scheduled		To Be Scheduled		Parked Items
	<ul style="list-style-type: none"> Traffic Impact Fee Update Discussion: Concurrency Ordinance Contract: SE 24th St Sidewalk Design/TBD Lk. Sammamish Water Level Growth Centers Approval: 2017 Non-Motorized Transportation Project & Consultant Contract/TBD Approval: 2017 Intersection Improvement Project & Consultant Contract/TBD 		<ul style="list-style-type: none"> Approval: 2017 Neighborhood Transportation Projects & Consultant Contract/TBD Presentation & Discussion: Beaver Lake Way/Drive SE Neighborhood Traffic Improvement Project Facility 6-year Capital Plan Information Technology 6-year Capital Plan 		<ul style="list-style-type: none"> Discussion: Inner City Bus Service Good Samaritan Law Recycled Bags Drones in Parks Mountains to Sound Greenway Sustainability/Climate Change Review of regulations regarding the overlay areas, low impact development and special protection areas for lakes

June 2017

Sun	Mon	Tue	Wed	Thu	Fri	Sat
28 8:30 am Trail Work at Beaver Lake Preserve	29 12:00 am Memorial Day (Observed) - City offices closed	30 9:00 am Public Safety Committee	31 4:00 pm Sammamish Farmers Market	1 6:00 pm Public Meeting 3: Issaquah Fall City Road Project - Phase 1 6:30 pm Planning Commission Meeting	2 5:00 pm Skate Competition	3 9:00 am Volunteer at Lower Commons Park
4	5 4:30 pm City Council Study Session	6 5:00 pm City Council Office Hour 6:30 pm City Council Regular Meeting	7 1:00 pm Human Services Task Force Meeting 4:00 pm Sammamish Farmers Market 6:30 pm Parks and Recreation Commission Meeting	8	9	10
11	12	13 6:30 pm City Council Study Session	14 4:00 pm Sammamish Farmers Market 6:30 pm Land Acquisition Strategy Public Meeting #3	15 6:30 pm Planning Commission Meeting	16 10:00 am Finance Committee Meeting	17 10:00 am Forest Trail Walk at Beaver Lake Preserve
18	19	20 6:30 pm City Council Regular Meeting - Canceled	21 4:00 pm Sammamish Farmers Market	22	23	24
25	26 6:30 pm Arts Commission Regular Meeting	27 5:30 pm City Council Special Joint Meeting	28 8:30 am Art Exhibit	29 2:00 pm City Council Financial Retreat	30	1

25	26	27	28	29	30	
			4:00 pm Sammamish Farmers Market			
2	3	4	5	6	7	8
4:30 pm City Council Study Session - Canceled	12:00 am Independence Day (Observed) - City offices closed	10:00 am Fourth on the Plateau Clean-up!	6:30 pm Planning Commission Meeting			
	6:00 pm Fourth on the Plateau	4:00 pm Sammamish Farmers Market				
	6:00 pm Fourth on the Plateau Volunteer Sign-up	6:30 pm City Council Special Meeting - Canceled				
	6:30 pm City Council Regular Meeting - Canceled	6:30 pm Parks and Recreation Commission Meeting				

July 2017

Sun	Mon	Tue	Wed	Thu	Fri	Sat
25	26 6:30 pm Arts Commission Regular Meeting	27 5:30 pm City Council Special Joint Meeting	28 8:30 am Art Exhibit 4:00 pm Sammamish Farmers Market	29 2:00 pm City Council Financial Retreat	30	1
2	3 4:30 pm City Council Study Session - Canceled	4 12:00 am Independence Day (Observed) - City offices closed 6:00 pm Fourth on the Plateau 6:00 pm Fourth on the Plateau Volunteer Sign-up 6:30 pm City Council Regular Meeting - Canceled	5 10:00 am Fourth on the Plateau Clean-up! 4:00 pm Sammamish Farmers Market 6:30 pm City Council Special Meeting - Canceled 6:30 pm Parks and Recreation Commission Meeting	6 6:30 pm Planning Commission Meeting	7	8
9	10 4:30 pm Special Study Session	11 1:00 pm KidsFirst! 4:00 pm City Council Special Meeting	12 1:30 pm Human Services Task Force Meeting 4:00 pm Sammamish Farmers Market	13 6:30 pm Concerts in the Park	14	15 10:00 am Kung Fu Walk at Yellow Lake in Klahanie 7:00 pm Shakespeare in the Park
16	17	18 1:00 pm KidsFirst! 6:30 pm City Council Regular Meeting	19 4:00 pm Sammamish Farmers Market	20 6:30 pm Planning Commission Meeting 6:30 pm Concerts in the Park	21	22 7:00 pm Shakespeare in the Park
23	24	25	26	27	28	29

	5:00 pm Blood Drive with Bloodworks NW 6:30 pm Arts Commission Regular Meeting	1:00 pm KidsFirst!	4:00 pm Sammamish Farmers Market	6:30 pm Concerts in the Park		10:00 am Sammamish Landing History Walk
30	31	1	2	3	4	5
		1:00 pm KidsFirst!	4:00 pm Sammamish Farmers Market 6:30 pm Parks and Recreation Commission Meeting	6:30 pm Concerts in the Park		10:00 am Evans Creek Plant Walk

Presentation





Meeting Date: June 6, 2017

Date Submitted: 5/31/2017

Originating Department: Parks and Recreation

Clearances:

- | | | |
|---|--|--|
| <input type="checkbox"/> Attorney | <input type="checkbox"/> Community Development | <input type="checkbox"/> Public Safety |
| <input type="checkbox"/> Admin Services | <input type="checkbox"/> Finance & IT | <input type="checkbox"/> Public Works |
| <input type="checkbox"/> City Manager | <input checked="" type="checkbox"/> Parks & Recreation | |

Subject: Health & Human Services Needs Assessment Project Overview

Action Required: None

Exhibits: 1. Project Schedule

An allocation of \$100,000 was approved in the 2017-2018 budget for a Health & Human Services Needs Assessment project.

Summary Statement: Approved by the City Council earlier this year, the City's first Health and Human Services Needs Assessment is under way. This eight-month endeavor will identify local provision of services and our community's gap in health and human service's needs and formulate a plan for future action. BERK Consulting, selected to lead the project, will present a general overview of the Needs Assessment effort for Sammamish, including the three phases of the work and highlighting the community outreach strategy.

Background:

In February, 2016, a City Council Study Session staff presentation provided an overview and approach for a Health & Human Services Needs Assessment. Later in 2016, the Needs Assessment project was discussed and approved during the 2017-18 budget process. On March 21, 2017, Sammamish City Council selected and approved BERK as the City's consultant to provide a Health and Human Services Needs Assessment.

Project Overview:

As a relatively prosperous King County community it is easy to assume that there are few significant health and human services needs in Sammamish. While the needs may be less visible, there are indicators that social service, mental health, and physical health needs exist in our community. Conducting a Health and Human Services Needs Analysis will help the City and its partners better

understand these needs, identify gaps in the provision of programs and services, and direct the City's future action.

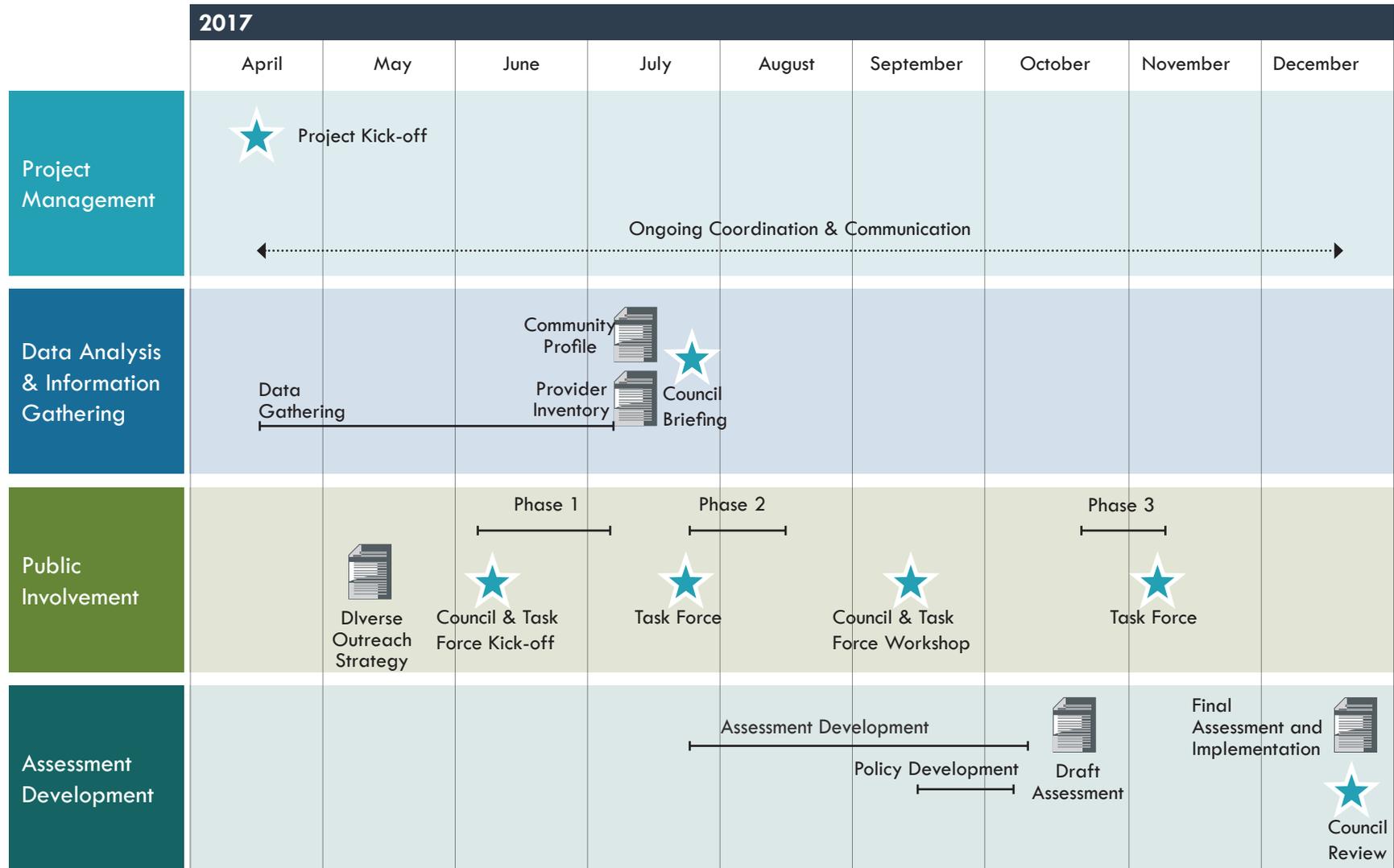
A Needs Assessment is conducted in three phases. The first step is to develop a community profile and inventory. Information for the profile and inventory comes from a variety of sources including U.S Census data, social and health databases, and interviews with local stakeholders and service providers. The second step is to align community needs with policy priorities. This will be accomplished through workshops with the Human Services Ad-hoc Committee and Task Force and City Council and community input. Finally, this work comes together in the final Needs Assessment and Implementation Strategy which will help guide City policies and investments in health and human services over the next three to five years.

Robust community outreach and engagement will accompany each phase of the Health and Human Services Needs Assessment. A variety of traditional and digital methods will encourage people to participate utilizing the Virtual Town Hall to collect information from local residents. Engagements will include meetings, focus groups, interviews, and community events, with a particular emphasis on hearing from people that are sometimes hard to reach.

General Timeline:

The Project Schedule is attached as "Exhibit A" and illustrates the three key stages. The first piece is data analysis and information gathering, which started in April and will continue through July, cumulating with a Council briefing. The second component, public involvement, is throughout the project with emphasis on direct public engagement in June/early July, then late July/mid-August and once again mid-October through mid-November. There are presentations and meetings with the Council and Human Services Task Force throughout this time period as well. The third element is the Assessment Development. Starting in July and continuing with benchmarks of draft document review in October and final document review and adoption by the Council in late December.

Project Schedule





Memorandum

Date: June 6, 2017

To: City Council

From: Kellye Hilde, Planning Manager

Re: Sammamish Economic Development Strategy Wrap-Up

Purpose

The purpose of this memorandum is to provide a brief overview of the final project deliverables and strategic recommendations funded by the 2016 Port of Seattle Economic Development Partnership Program. Further information and detail will be presented during the June 6, 2017 City Council Meeting

Project Background

In October 2016, the City of Sammamish was awarded an economic development grant from the Port of Seattle through their Economic Development Partnership Program. The Port's primary goal with the grant program is to facilitate regional growth in business, jobs and economic activity. The City and Port have collaborated to develop a project focused on improving the City's ability to attract and retain business, while simultaneously preparing for future growth.

On December 13, 2016, the City Council approved a contract and scope of work with Community Attributes, Inc. to support development of the grant-funded project. Community Attributes has worked with the City on a number of past projects, including the development of an economic and demographic profile in 2013.

On March 21, 2017, Community Attributes provided an update to the City Council on the project and summarized key findings from the Economic and Demographic Profile. Since that meeting, Community Attributes and City staff have substantially completed all major project tasks. Project deliverables have been submitted to the Port of Seattle and are now available on the City's website. An overview of the key tasks and deliverables are further described in the following section.

Key Tasks & Deliverables

This project consisted of the following key tasks and associated deliverables. Please note that all of the deliverables are attached to this memo and may also be found on the City's website.

Task 1: Economic and Demographic Profile Update (Exhibit 1)

In 2013 Community Attributes worked with the City to prepare a detailed analysis of the City's demographics and local economy. Community Attributes updated these demographics and economic indicators as part of this project. The updated profile consists of data that is essential to understanding Sammamish's relative position within the region. In addition to providing details about the City's residents and businesses, the profile offers a comparison to other regional communities, providing valuable context. While the format is similar to

the old profile, this update incorporates completely new data and addresses the annexation of Klahanie that occurred in 2016.

Task 2: Informational Business Fact Sheet (Exhibit 2)

Using the updated profile data, Community Attributes then developed an informational fact sheet outlining the City's demographic and economic environment. The purpose of this document was to provide a quick summary about why Sammamish is a great place to do business. This fact sheet is intended to be distributed to citizens, businesses and developers.

Task 3: Business Web Portal

Based on feedback gathered during a work session that involved City staff from all departments, the consultant then developed business web pages on the City's website. The purpose of these web pages is to provide easy access to information about various aspects of doing business in Sammamish. This type of comprehensive business information did not exist previously on the City's website, which resulted in frustration from local businesses.

The new webpages incorporate the updated demographic information along with an overview of economic conditions, links to partners, information for new and existing businesses, and basic information needed for starting a business in Sammamish (including permitting, licensing and taxes).

Task 4: Community Viewpoints (Exhibit 3)

Community outreach for this project occurred in two parts – through direct business interviews and a Virtual Town Hall. The responses from this task are summarized in the Community Viewpoints summary, attached as Exhibit 3.

Business Interviews:

The consultant worked with City staff and the Chamber of Commerce to identify a variety of local economic stakeholders to interview in order to gain their perspective on doing business in Sammamish. Eleven stakeholders were interviewed, ranging from a large real estate developer to a small brewery. Interviewees were asked to describe why they do business in Sammamish; evaluate the assets of the local economy; share their challenges; outline business opportunities; predict the evolution of the Sammamish economy; and describe what kinds of commercial development were suitable for the City.

Virtual Town Hall:

Utilizing the City's "Virtual Town Hall" online community feedback tool, the consultant team surveyed citizen's opinions on the local economy. Questions examined the perceived strengths and challenges of living in Sammamish as well as inquiries about how often citizens leave the City in search of products and services. The Virtual Town Hall was implemented in April 2017 and garnered a total of 262 responses from community members.

Task 5: Economic Development Strategic Recommendations (Exhibit 4)

The Economic Development Strategic Recommendations document is the culmination of all the previous work on this project. For this task, the consultant developed strategies and potential actions to support and encourage economic development efforts in Sammamish. The consultant's recommendations reflect their recent analysis of the City as well as past economic development and technical analysis completed in 2014 and 2015. In particular, both the Community Viewpoints and Profile documents were leveraged to ensure that the recommendations reflect current market conditions, economic realities and sentiments from both business owners and the broader community.

The consultant's recommendations are intended to be viewed as options for the City to consider and are not formally adopted by City leadership. In effect, the strategic recommendations can be used to guide future actions related to economic development if desired by the City Council.

Exhibits

1. 2017 Demographic and Economic Profile
2. Business Fact Sheet
3. Summary of Community Viewpoints
4. Economic Development Strategic Recommendations

City of Sammamish **Economic Development Strategy**

2017 DEMOGRAPHIC AND ECONOMIC PROFILE

May 15, 2017

Presented by Community Attributes to the City of Sammamish





*Community Attributes tells data rich stories about communities
that are important to decision-makers.*

Principal: Chris Mefford

Project Manager: Mark Goodman

Lead Analyst: Kristina Gallant

Community Attributes Inc.
1411 Fourth Ave, Suite 1401
Seattle, Washington 98101
www.communityattributes.com



- 1 INTRODUCTION**
- 2 WHO WE ARE**
- 3 HOW WE WORK**
- 4 WHERE WE WORK**

Background

The City of Sammamish was recently awarded an economic development grant from the Port of Seattle through the Economic Development Partnership Program. The Port's primary goal with the grant program is to facilitate growth in business, jobs and economic activity in participating municipalities. The City and Port have collaborated to develop a project focused on improving the City's ability to attract and retain business while simultaneously preparing for future growth.

In 2013 Community Attributers worked with the City to prepare an economic development strategy. The work included a detailed analysis of the City's demographics and local economy. Community Attributes joined the City again in 2017 to develop an updated economic development profile along with strategic recommendations. Key components of the project include an update of the City's economic and demographic data, development of online business communication tools, and outreach with local businesses and community stakeholders. The aforementioned analysis and work is in support of strategic recommendations from CAI that will provide an economic development roadmap for the City over the coming years.

Key Tasks

- > Produce an updated demographic and economic profile of the City and leverage for new business communication materials
- > Help the City establish a new business web portal
- > Provide opportunities for outreach with the public and local business stakeholders
- > Develop recommendations for the City to guide future economic development efforts

About the Demographic and Economic Profile

This profile consists of demographic and economic data essential to understanding Sammamish's relative position within the region. In addition to providing details on the City's residents and business, the profile offers a comparison where possible to other regional communities, providing valuable context. The analysis has been leveraged to implement new communication materials oriented toward new and existing businesses. In addition, the analysis is a component of strategic recommendations for the City to consider as part of future economic development efforts.

The analysis relies on the following data sources:

- > 2010-2015 American Community Survey
- > CoStar Real Estate
- > Washington Department of Revenue
- > Puget Sound Regional Council
- > United States Bureau of Labor Statistics

2 WHO WE ARE

unique demographic & human assets

unique demographic & human assets

What we learned in 2013:

- > Sammamish residents in general have higher incomes and are well-educated
- > Sammamish is an exceptionally family-oriented town
- > 'Millennials' are underrepresented
- > Sammamish will remain a bedroom community as economic growth occurs

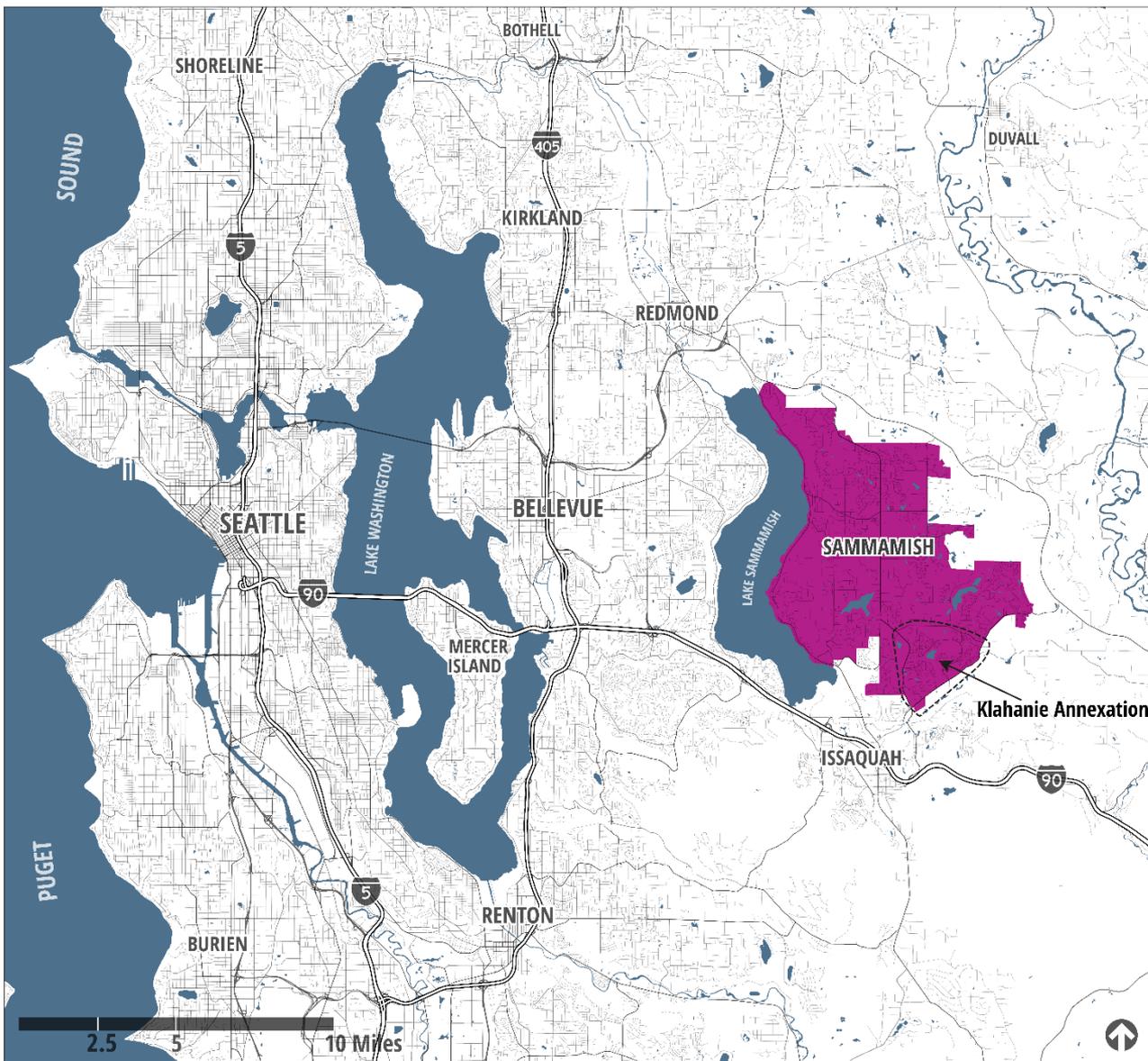
What we learned in 2017:

- > Sammamish continues to be a family-oriented community
- > Sammamish continues to expand in terms of regional assets and draw
- > The City's housing stock largely consist of single family homes (both attached and detached)
- > A majority of local households are families living in single family homes with incomes over \$100,000

Exhibit 1. City of Sammamish in regional context with Klahanie annexation, 2016

The City's population grew by more than 20% with the annexation of Klahanie on January 1, 2016.

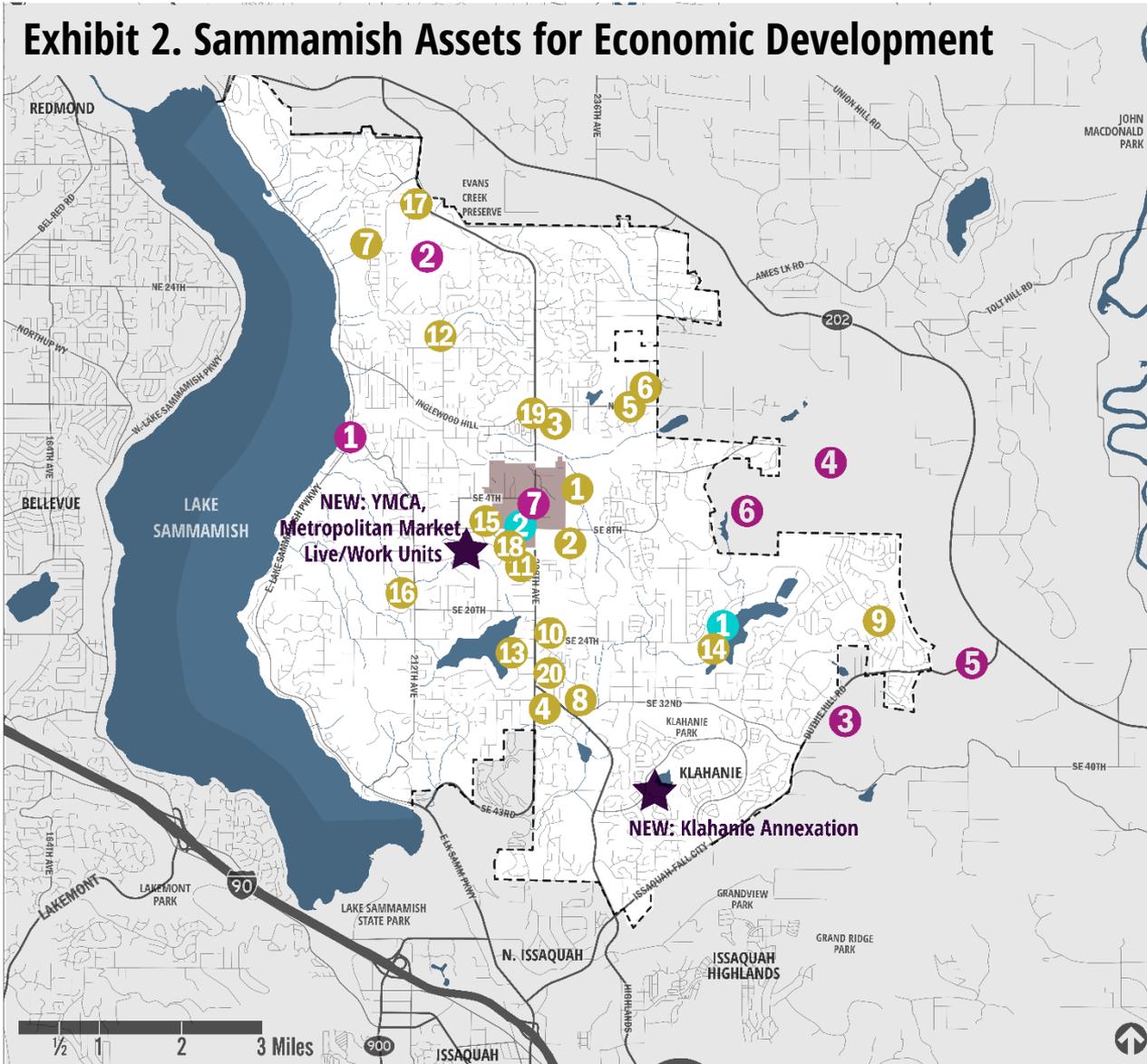
2015 ACS data does not include the Klahanie annexation.



- City of Sammamish
- Lakes, Rivers & Streams

SOURCE PSRC, King County, CAI

Exhibit 2. Sammamish Assets for Economic Development



REGIONAL DRAWS

- 1 East Lake Sammamish Trail
- 2 Sahalee Country Club
- 3 Duthie Hill Park (Mtn Biking)*
- 4 Soaring Eagle Regional Park*
- 5 Aldarra Golf Club*
- 6 Plateau Club*
- 7 Sammamish Town Center

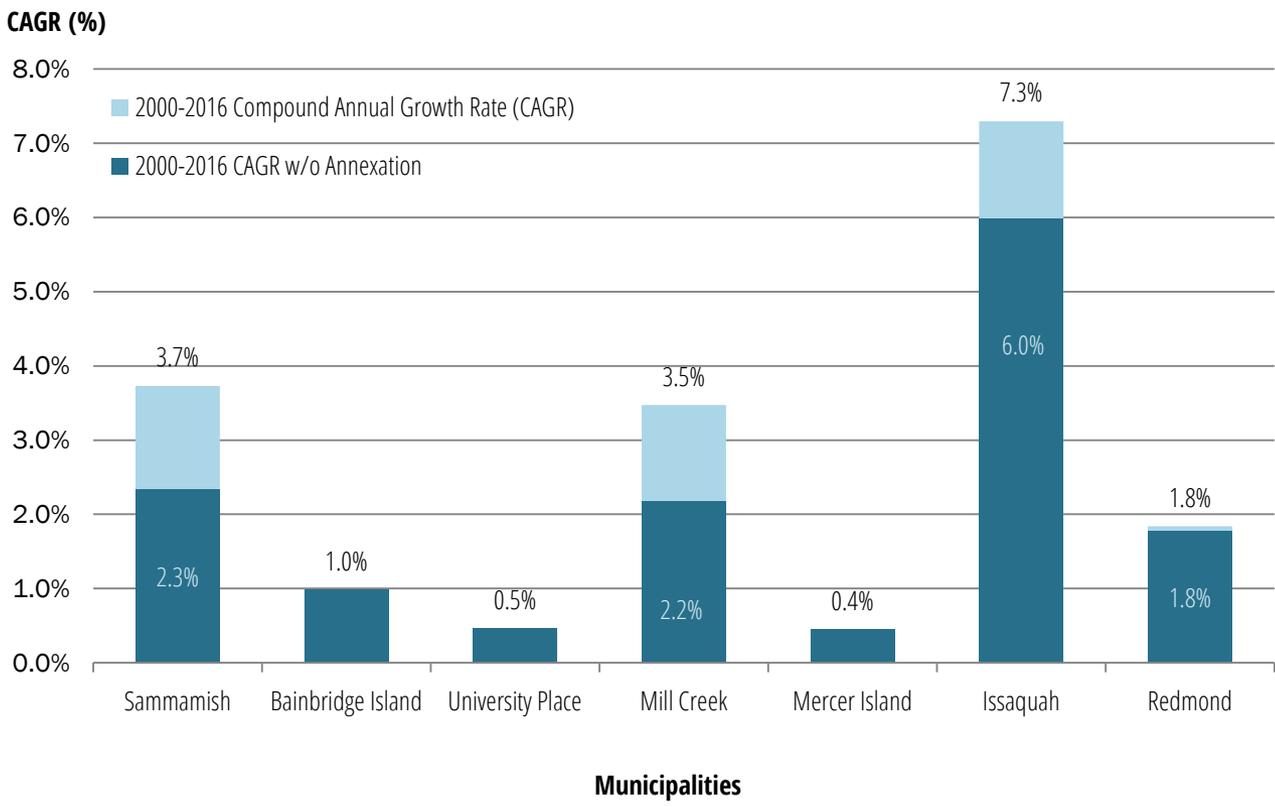
EVENTS

- 1 Beaver Lake Triathlon
- 2 Sammamish Farmer's Market

LOCAL ASSETS

- 1 Eastside Catholic Middle & High School
- 2 Skyline High School
- 3 Eastlake High School
- 4 Pine Lake Middle School
- 5 Inglewood Middle School
- 6 Rachel Carson Elementary School
- 7 Elizabeth Blackwell Elementary School
- 8 Sunny Hills Elementary School
- 9 Cascade Ridge Elementary School
- 10 Discovery Elementary School
- 11 Arbor Elementary School
- 12 Margeret Mead Elementary School
- 13 Pine Lake Park
- 14 Beaver Lake Park
- 15 Sammamish Commons
- 16 Ebright Creek Park
- 17 Northeast Sammamish Park
- 18 Sammamish Library
- 19 Highlands Center & Inglewood Plaza
- 20 Pine Lake Village

Exhibit 3. Population Growth, Sammamish and Comparison Cities, 2000-2016

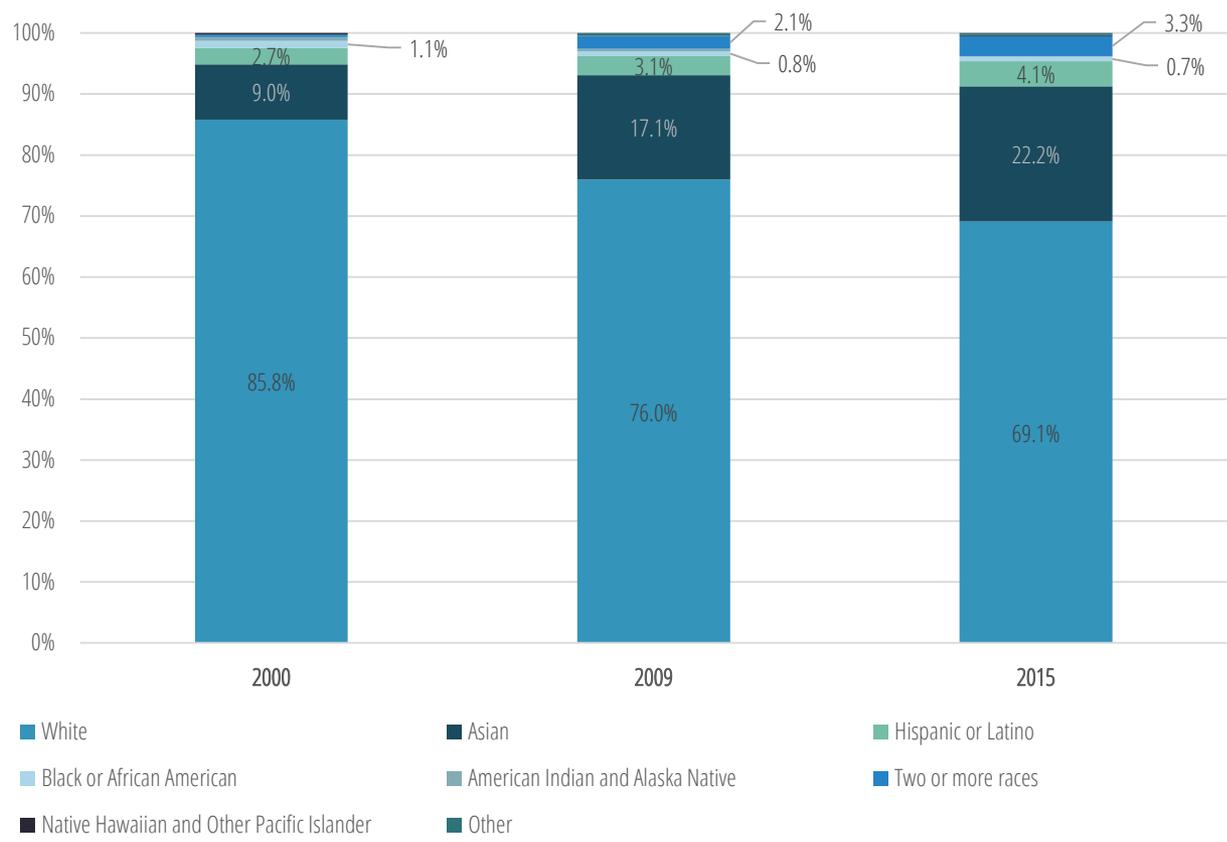


Sammamish has grown both through new residents moving to the City as well as through annexation.

Exhibit 1

Source: Washington State Office of Financial Management, 2017

Exhibit 4. Racial and Ethnic Composition, Sammamish, 1999-2015



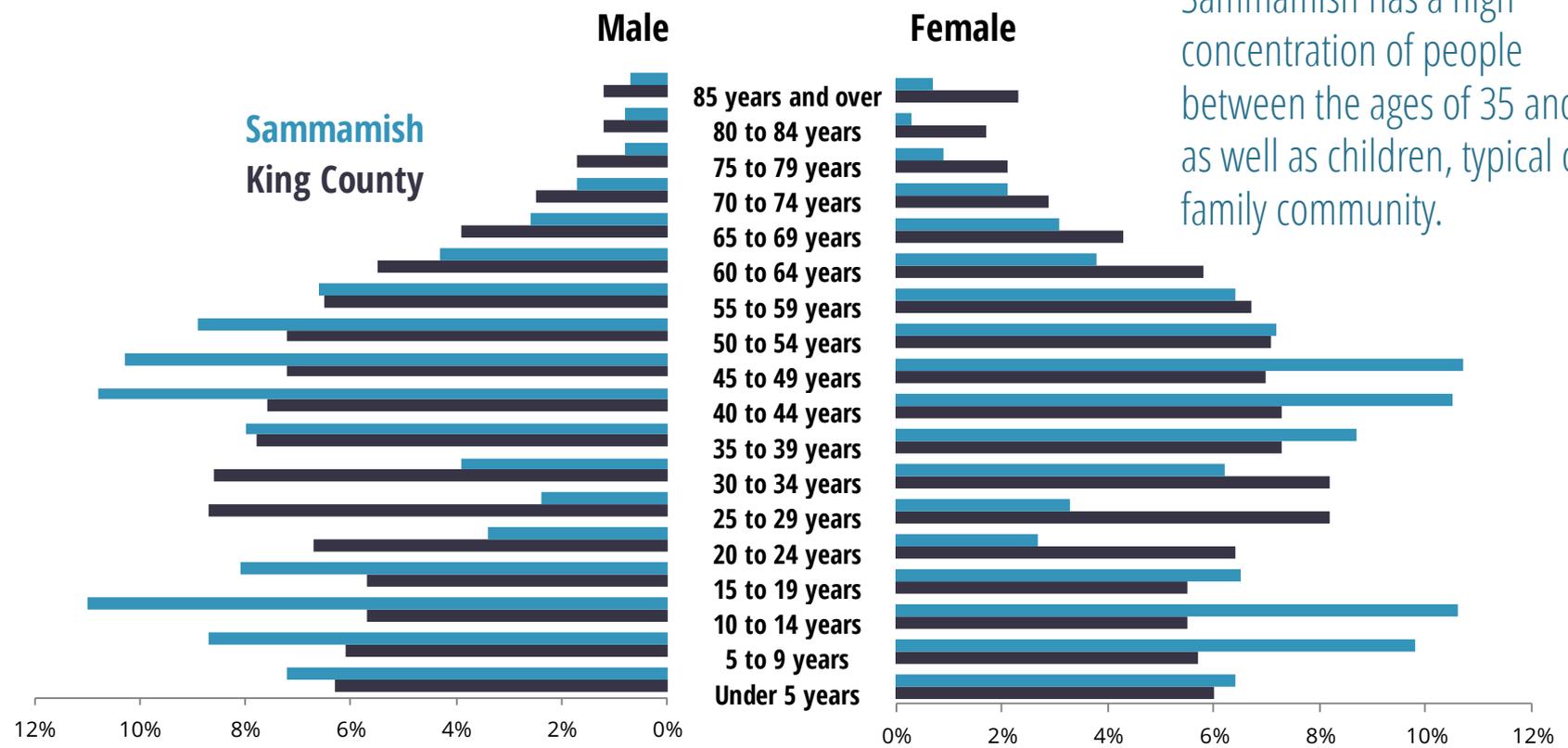
Sammamish is steadily becoming more diverse.

Exhibit 1

Source: Washington State Office of Financial Management, 2017

Exhibit 5. Population Pyramid, Sammamish and King County, 2015

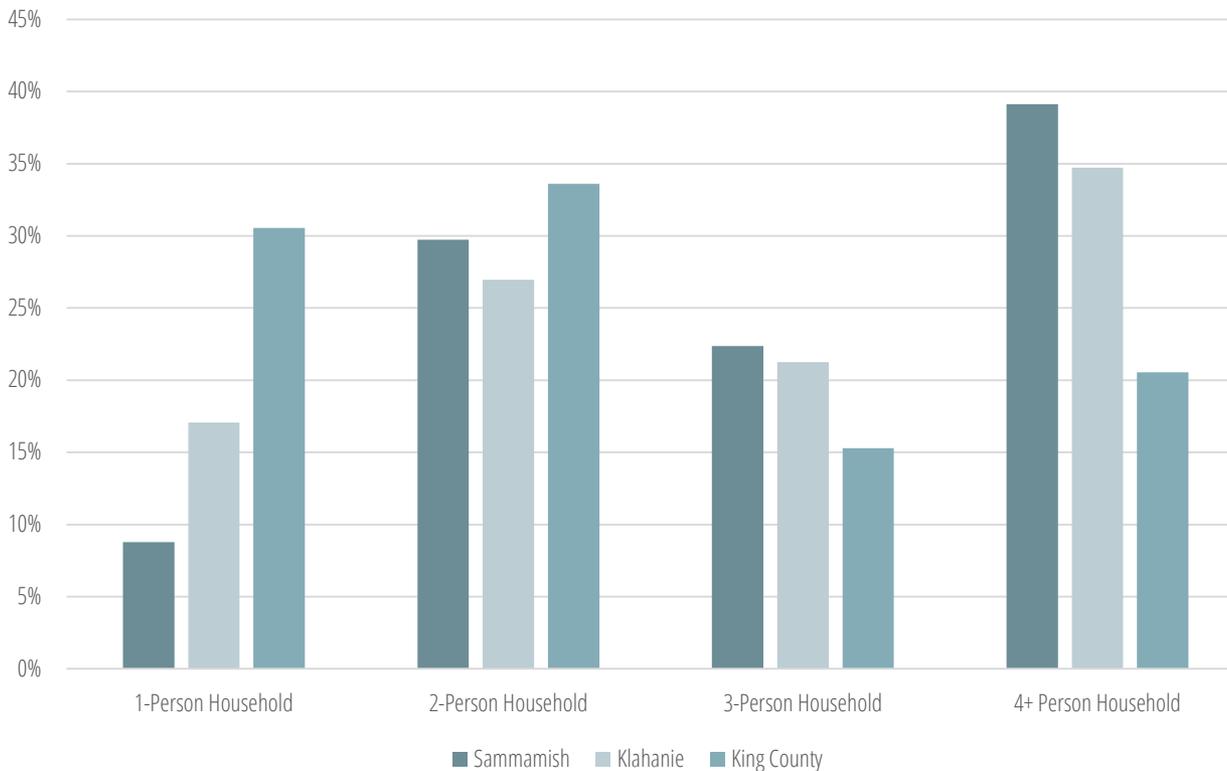
Exhibit 1



Sammamish has a high concentration of people between the ages of 35 and 55 as well as children, typical of a family community.

Source: US Census Bureau; American Community Survey, 2011-2015

Exhibit 6. Household Composition; Sammamish, Klahanie and King County, 2015



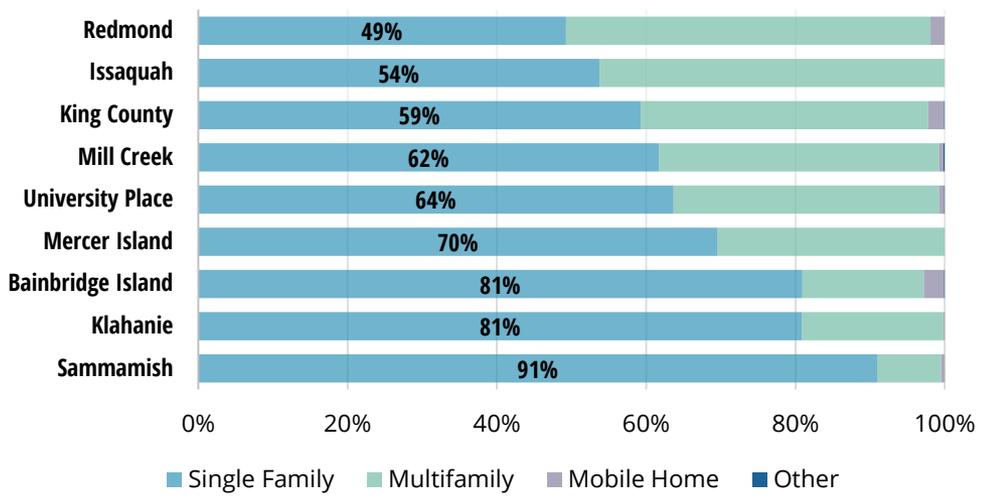
Source: US Census Bureau, American Community Survey, 2010-2015

Exhibit 1

The City has higher share of larger households, reflecting other demographic indicators related to household composition and type.

Klahanie has a higher share of single person households, and a lower share of large families compared to the rest of Sammamish.

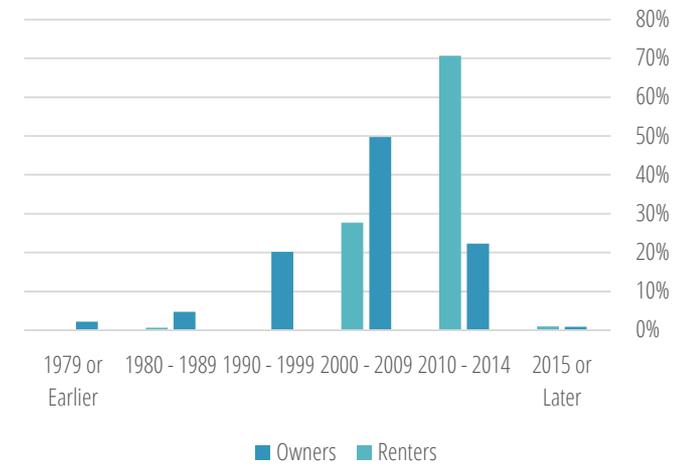
Exhibit 7. Housing Units by Type, Sammamish and Comparison Jurisdictions, 2015



Sammamish has few multifamily housing units relative to comparable communities in the region. The share in Klahanie is not high in regional terms, but it is higher than in the rest of Sammamish.

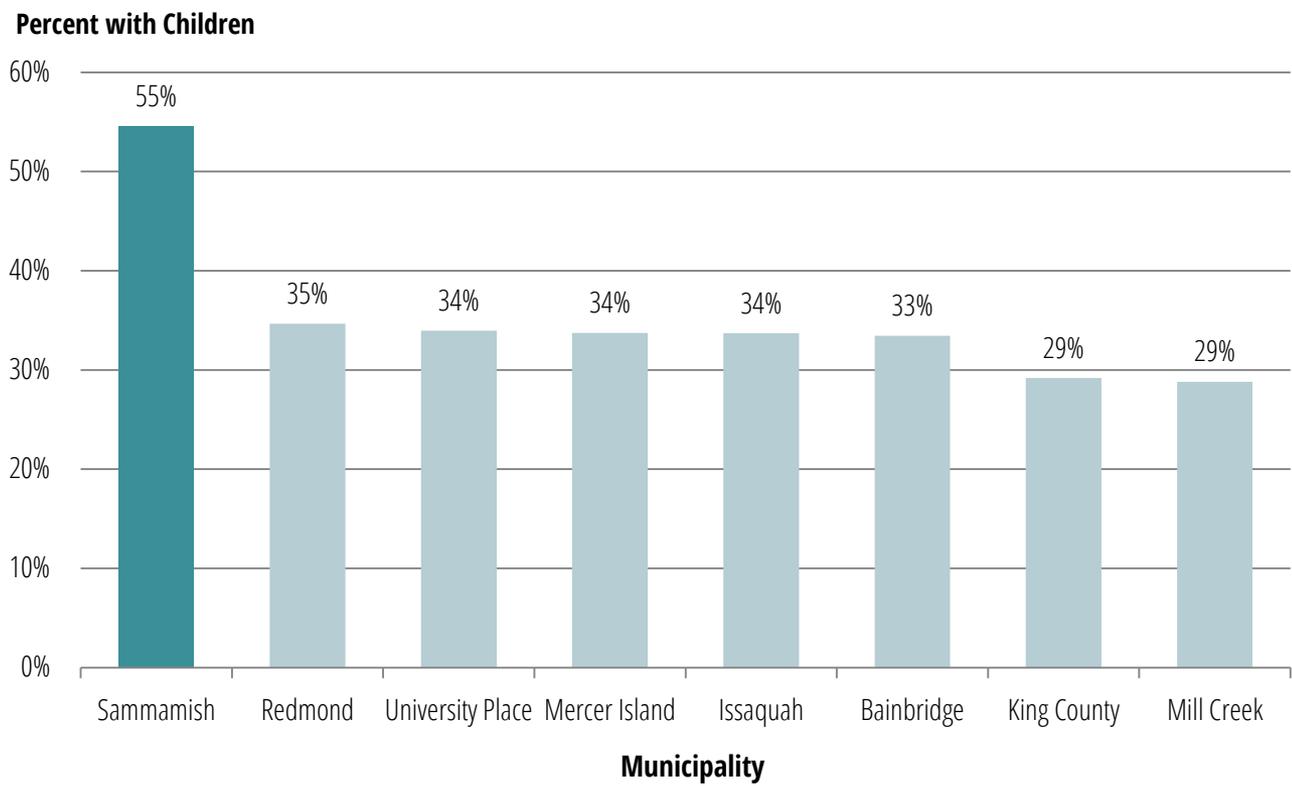
Source: US Census Bureau, American Community Survey, 2010-2015

Exhibit 8. Year Household Moved to Current Home, Sammamish, 2015



Source: US Census Bureau, American Community Survey, 2010-2015

Exhibit 9. Percentage of Households with Children, Sammamish and Comparison Cities, 2015



Households with children are still an important component of the City's makeup, representing more than half the City's households.

In Klahanie, **48%** of households have children.

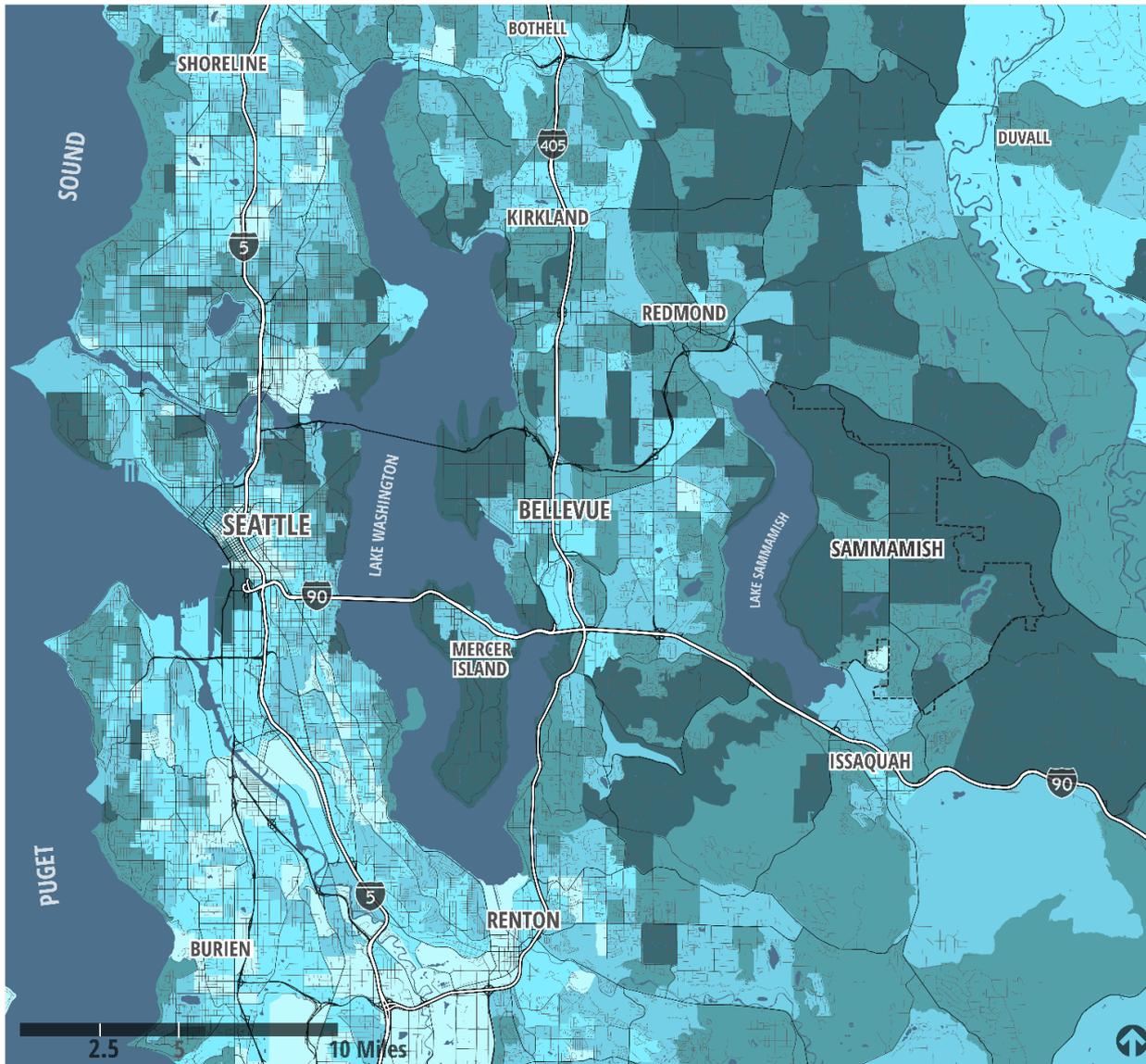
Source: US Census Bureau, American Community Survey, 2010-2015

Exhibit 10. Income and Wealth in Sammamish and King County, 2015

As in 2013, the City's median household income was more than 60% higher than King County.

The 2015 median household income was \$147,349, with 74% of households making more than \$100,000 annually.

Klahanie's 2015 median income was \$127,589, with 64% of households making more than \$100,000 annually.



Median Household Income

- Less than \$42,019
- \$42,020 - \$64,435
- \$64,436 - \$89,914
- \$89,915 - \$129,211
- More than \$129,211

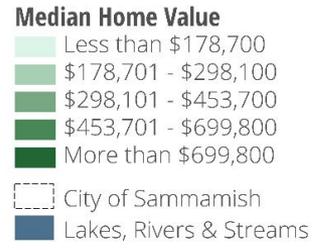
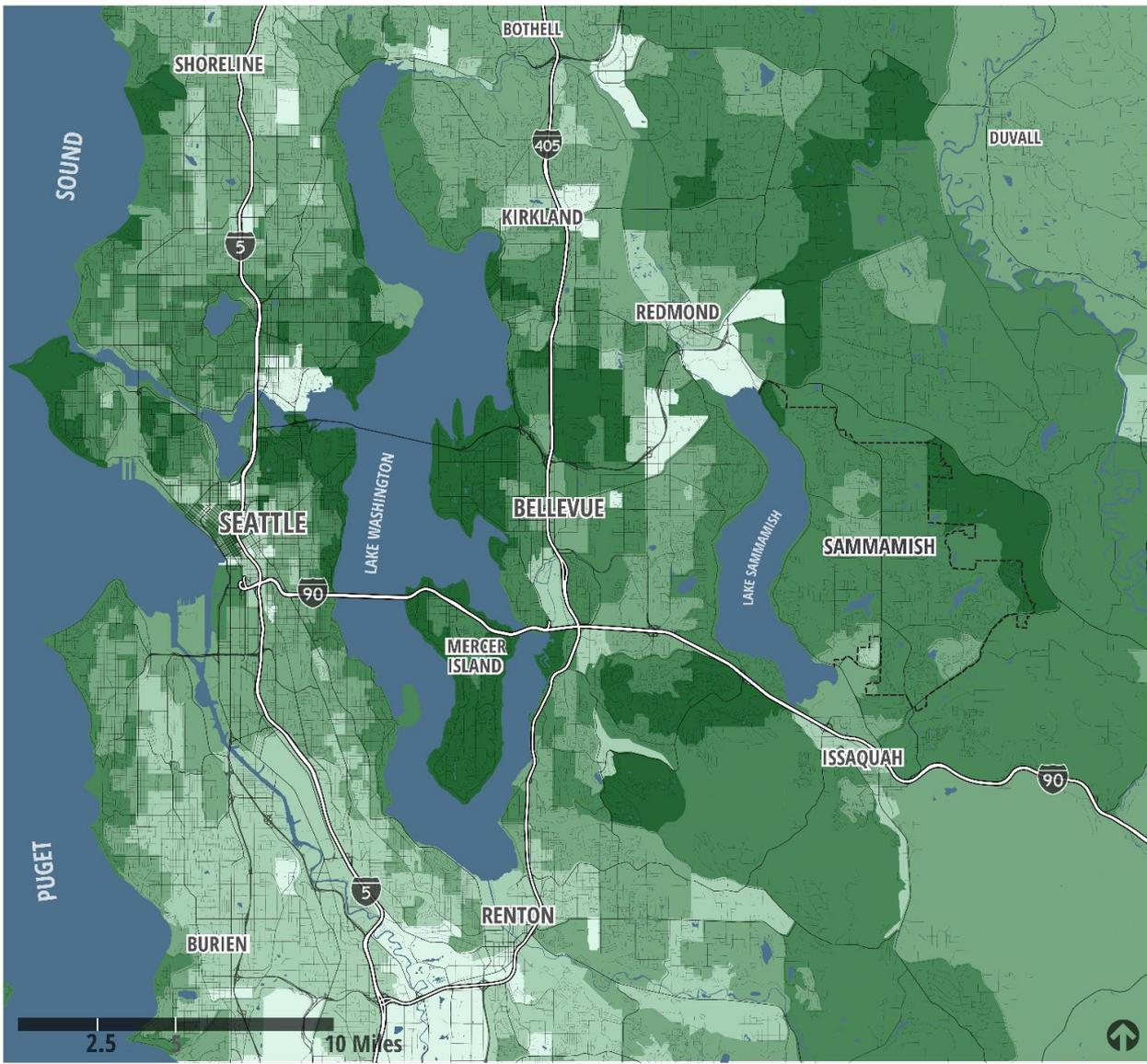
- City of Sammamish
- Lakes, Rivers & Streams

SOURCE U.S. Census ACS, King County, CAI

Exhibit 11. Median Home Value by Block Group, 2015

While median home values in Sammamish do not reach the peaks of some of its neighbors, they do not reach the lows of those same neighbors either. The City features a relatively even, high median home value throughout its limits.

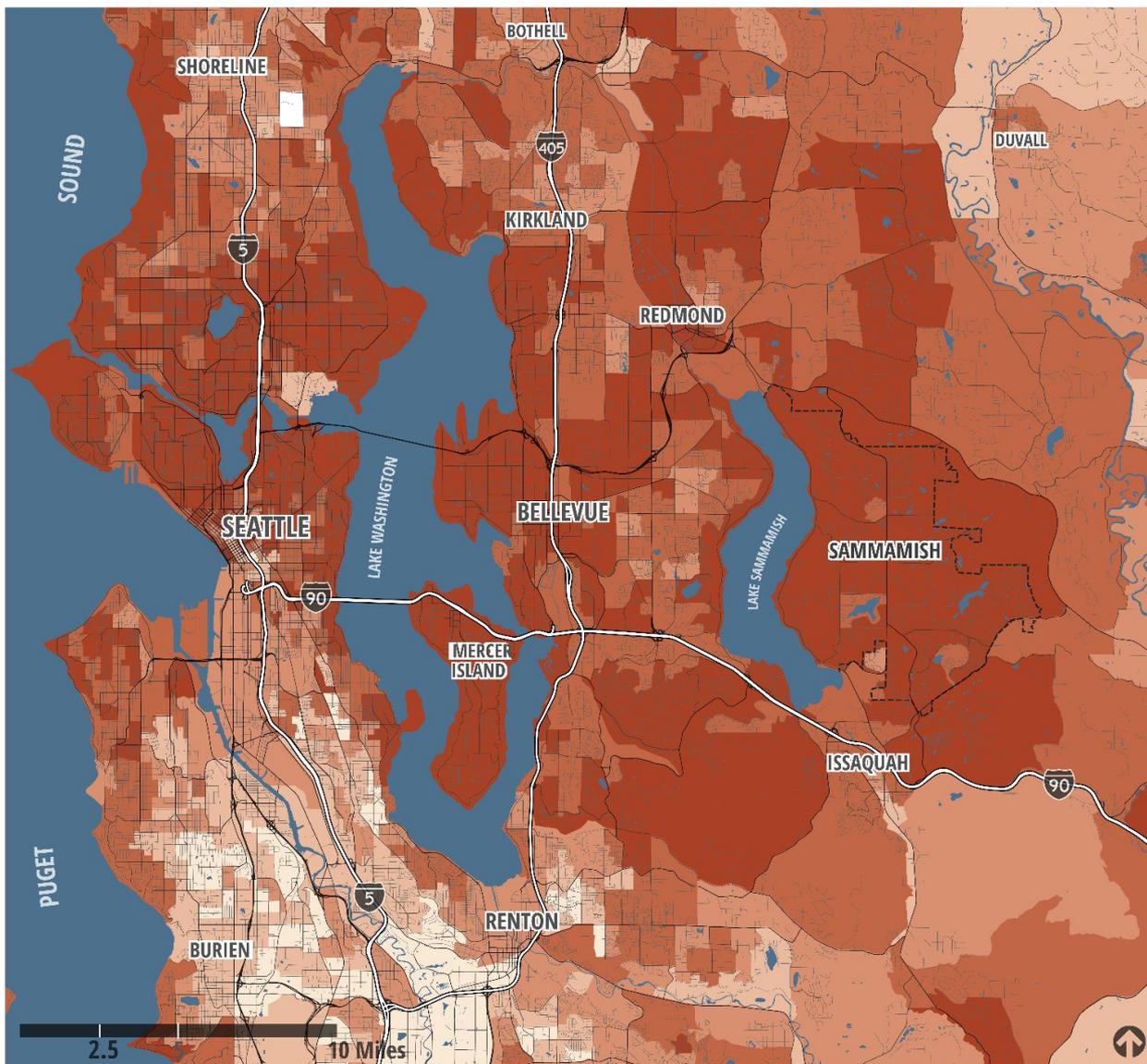
The median home value in Klahanie is \$463,100, compared to \$609,600 in the rest of Sammamish, where there is a higher share of newer homes and single family homes.



SOURCE U.S. Census ACS, King County, CAI

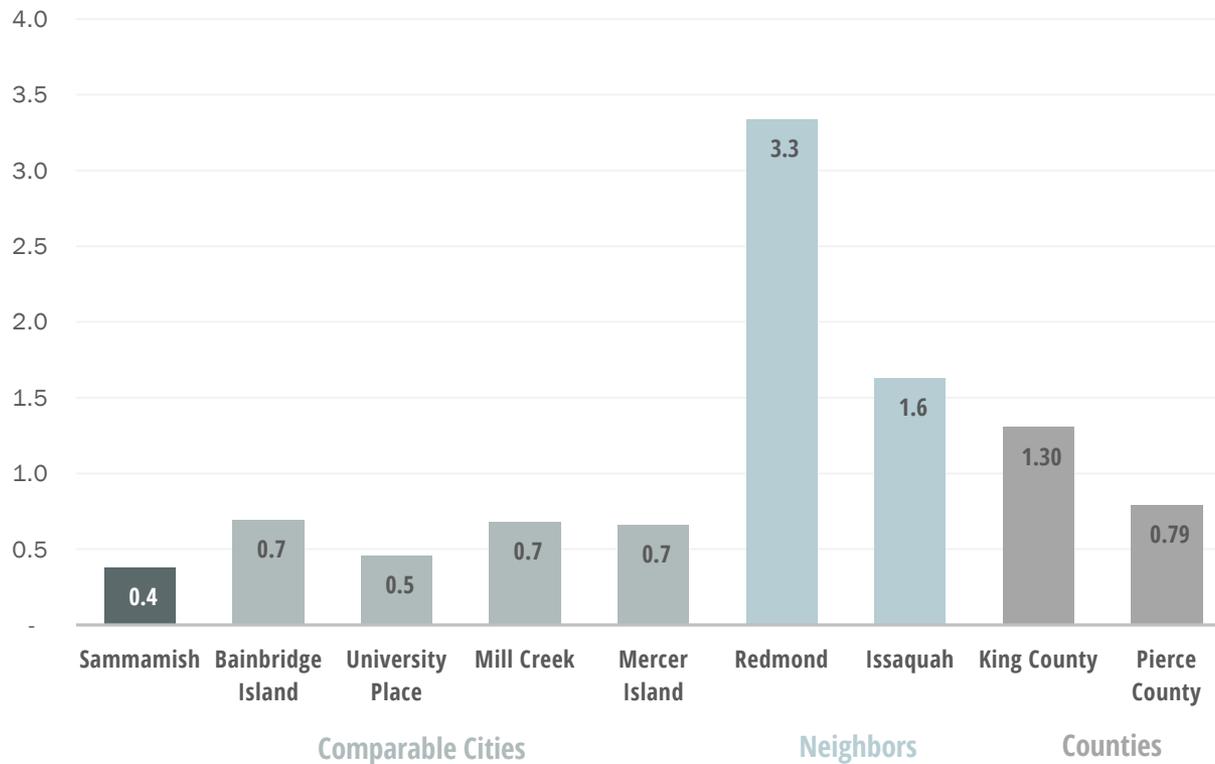
Exhibit 12. Educational Attainment in Sammamish and King County, 2015

In 2015, 73% of Sammamish residents age 25 or higher had at least a bachelor's degree, compared to 48% across King County. Klahanie is similarly well-educated, with 69% of residents holding a bachelor's degree or higher.



SOURCE U.S. Census ACS, King County, CAI

Exhibit 13. Jobs-Housing Ratio Sammamish and Comparison Jurisdictions, 2015

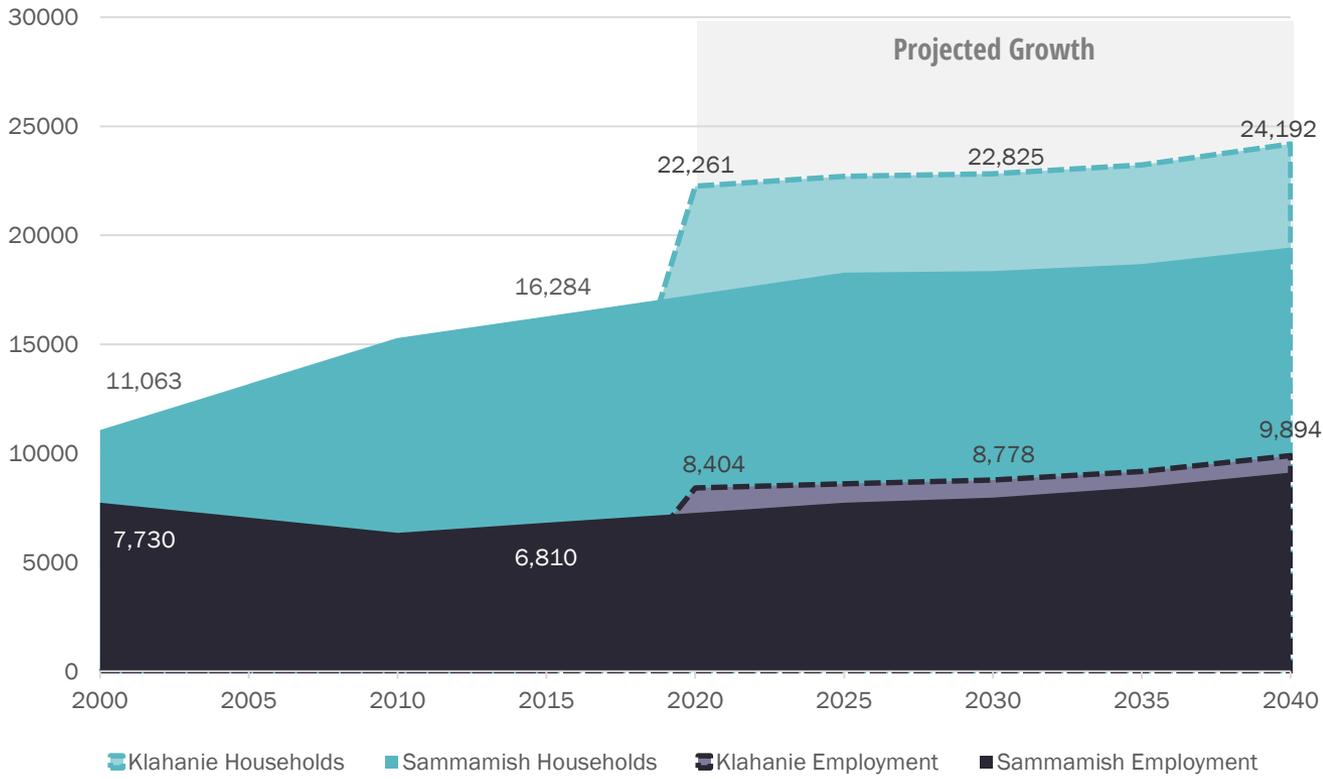


Sammamish is a strong bedroom community with a low jobs to housing ratio compared to other communities in the region

Exhibit 1

Source: PSRC, 2016; Washington State Office of Financial Management, 2016

Exhibit 14. Employment & Household Growth Forecast City of Sammamish, 2000-2040



With the Klahanie annexation, the City is projected to reach 24,192 households and 9,894 employees in 2040.

As shown by the lighter shaded Klahanie sections, Klahanie is expected to contribute relatively more households than jobs to Sammamish.

Source: PSRC, 2015

3 HOW WE WORK

what we do & how we get there

what do we do and how do we get there

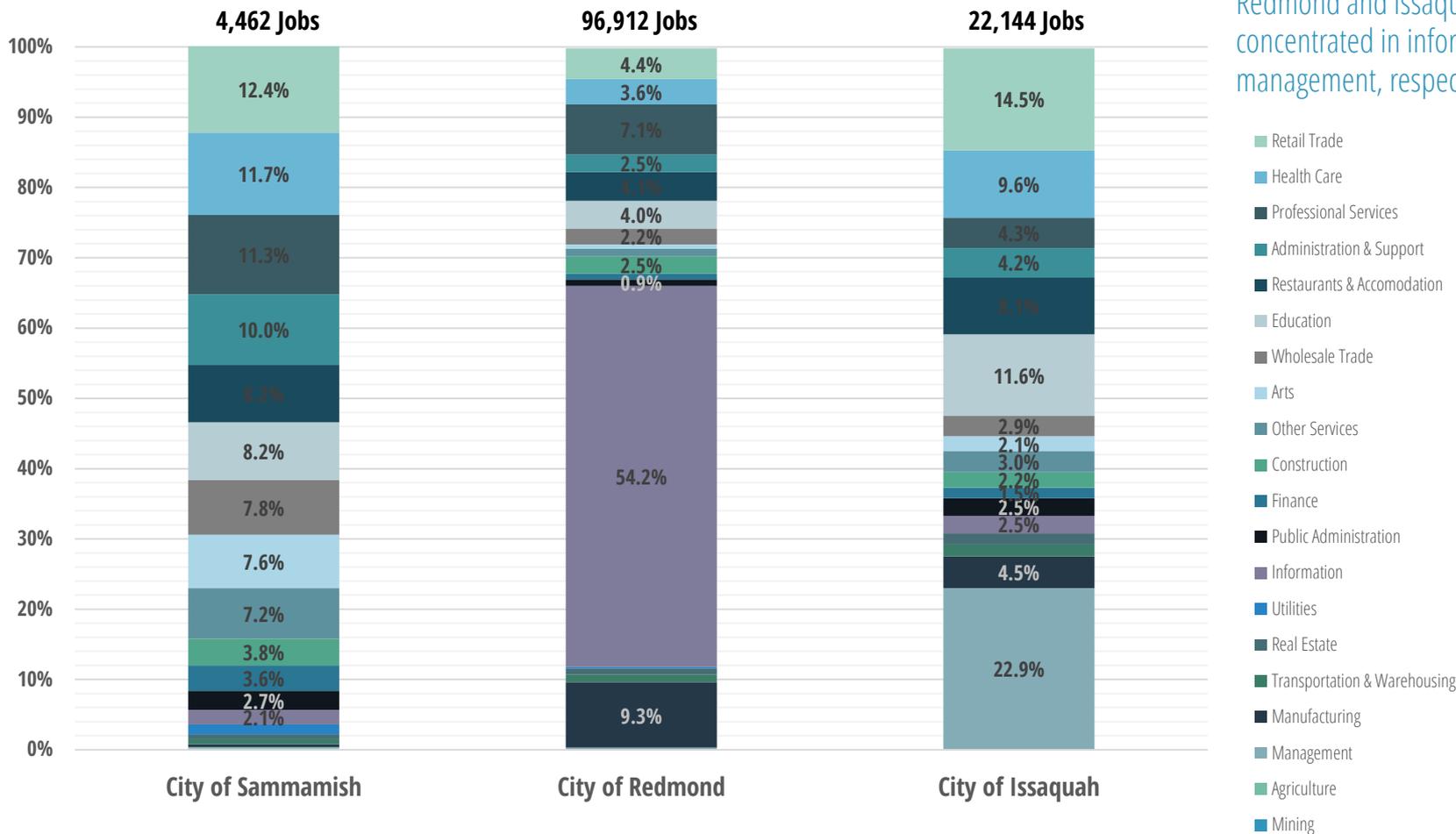
What we learned in 2013:

- > residents largely work elsewhere
- > BUT, a significant inflow of outside workers fill Sammamish jobs
- > commute direction is to the NW, W, S
- > there may be less home-based entrepreneurship than suspected
- > BUT, Sammamish well-positioned for co-work/shared space/business clubs

What we learned in 2017:

- > Sammamish is still a strong bedroom community
- > The City's workforce still commutes from throughout the region to fill jobs in the City
- > Most people commute to work via a single car
- > BUT, A higher percentage of residents work from home than found regionally
- > A quarter of working residents work in the information sector i.e.

Exhibit 15. Employment by General Sector, Sammamish and Comparison Jurisdictions, 2015



Sammamish has an even mix of employment across all sectors

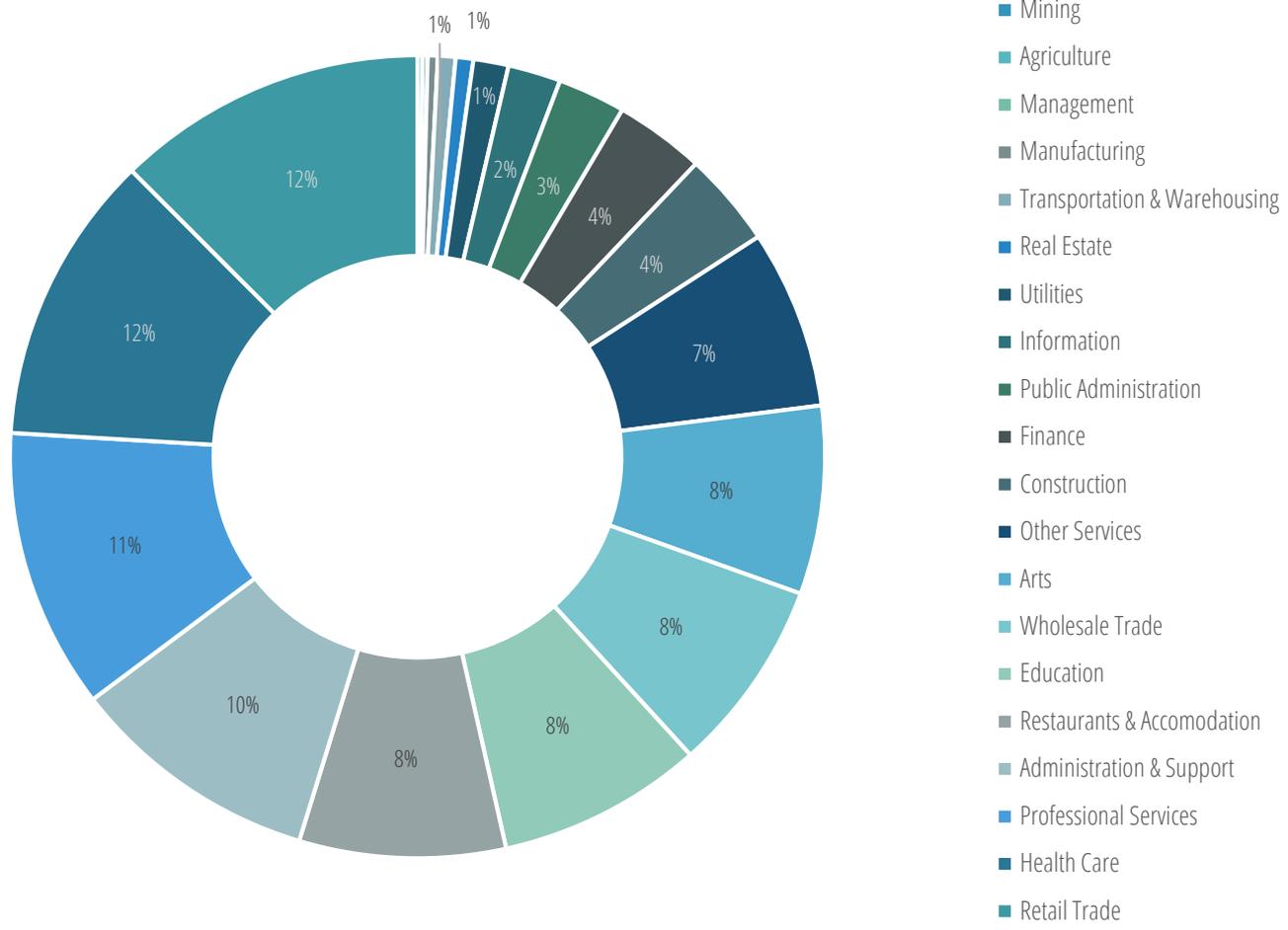
In contrast, employment in Redmond and Issaquah is concentrated in information and management, respectively.

Exhibit 1

Source: United States Census, 2015

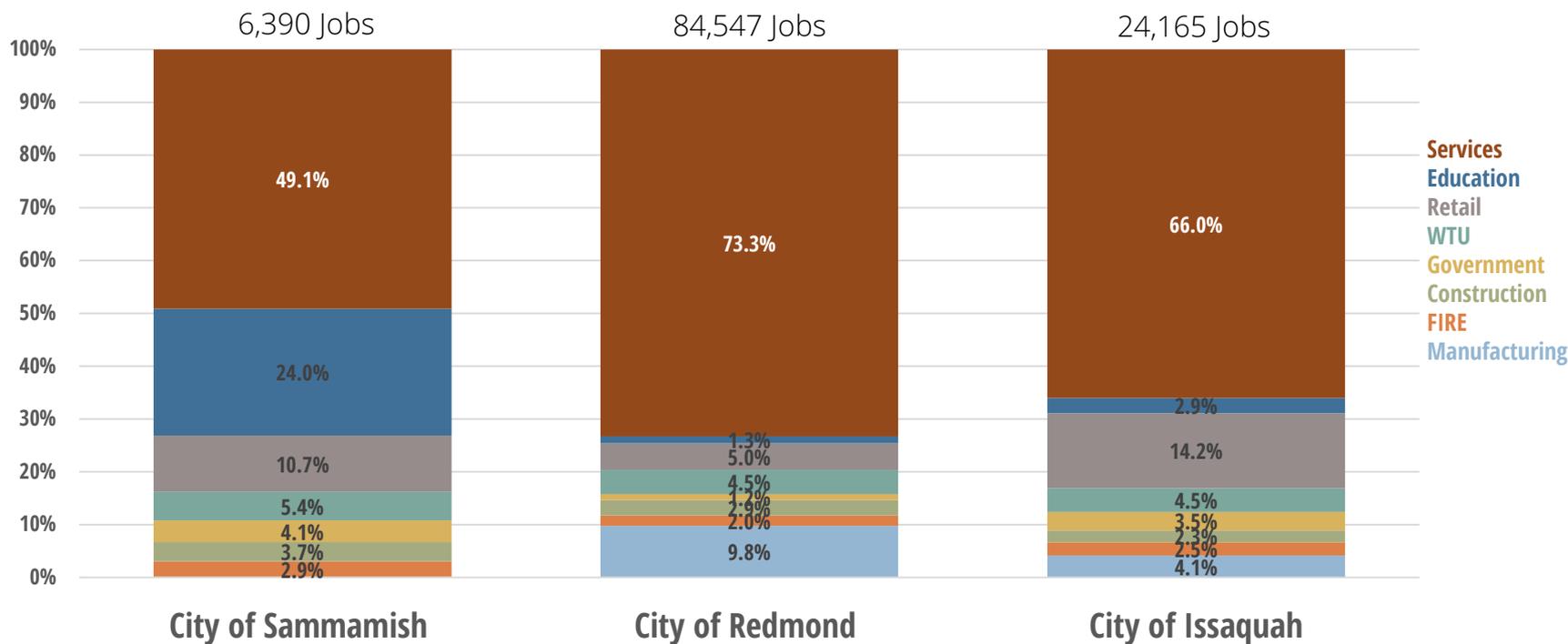
Exhibit 16. Employment by General Sector, City of Sammamish, 2015

Exhibit 1



Source: United States Census, 2015

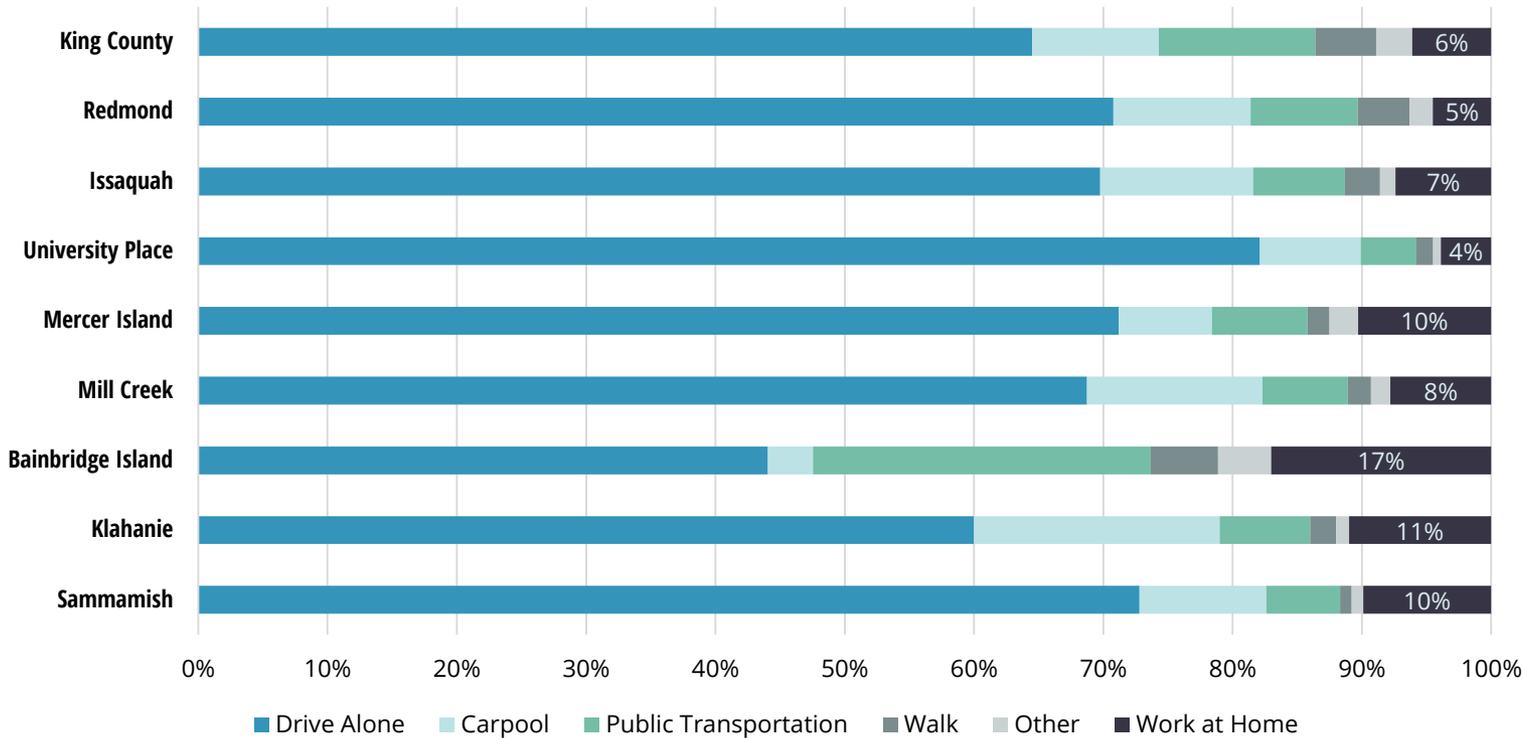
Exhibit 17. Employment by Detailed Sector, City of Sammamish, 2015



Source: PSRC, 2015

Sammamish, Redmond and Issaquah all have a high share of employment in the services sector. Unlike Redmond and Issaquah, a high share of employment in Sammamish is in Education.

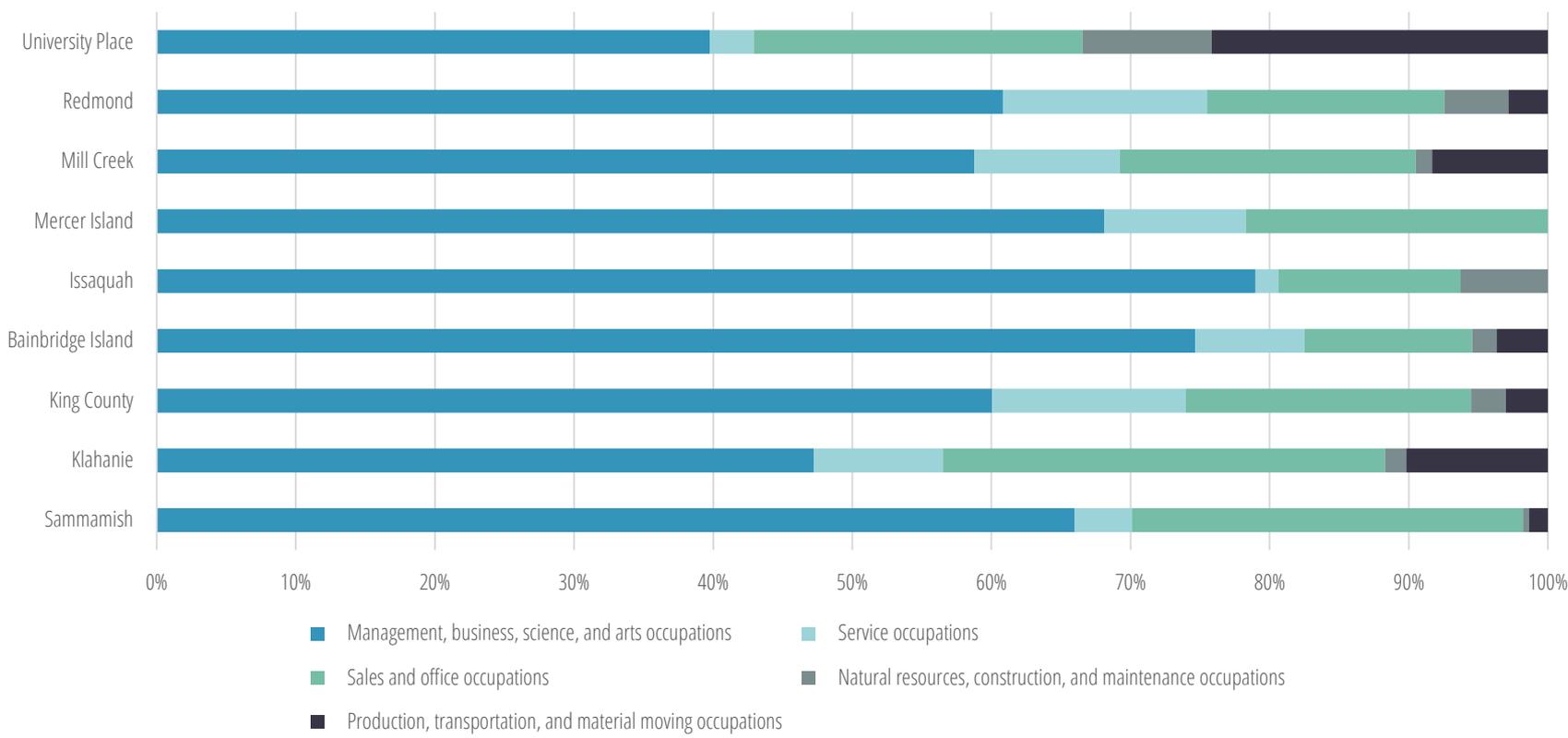
Exhibit 18. Commute Types, Sammamish and Comparison Jurisdictions, 2015



Source: US Census Bureau, American Community Survey, 2010-2015

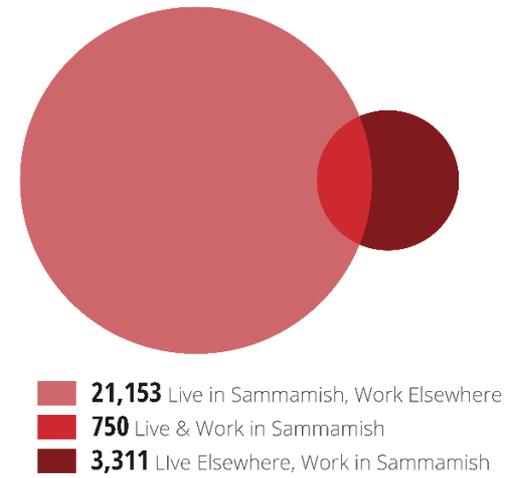
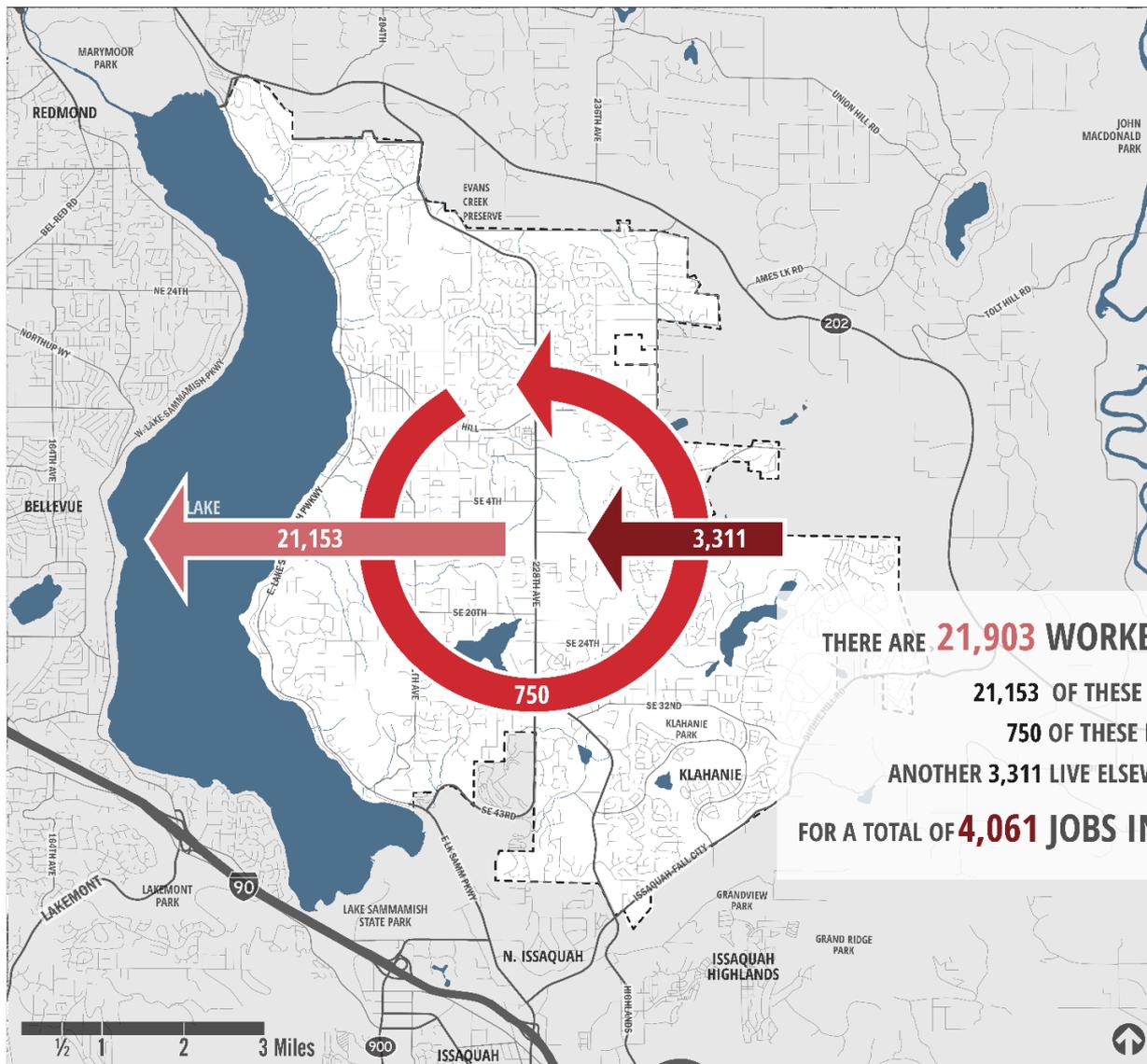
Sammamish residents commute to work by driving alone at a relatively high rate; a number of people work from home, though not significantly more than comparable jurisdictions. Klahanie residents are much more likely to carpool compared to the rest of Sammamish, and slightly more likely to work at home.

Exhibit 19. Home Workers' Occupations, Sammamish and Comparison Jurisdictions, 2015



Source: US Census Bureau, American Community Survey, 2010-2015

Exhibit 20. Commuting Inflow & Outflow, City of Sammamish, 2015



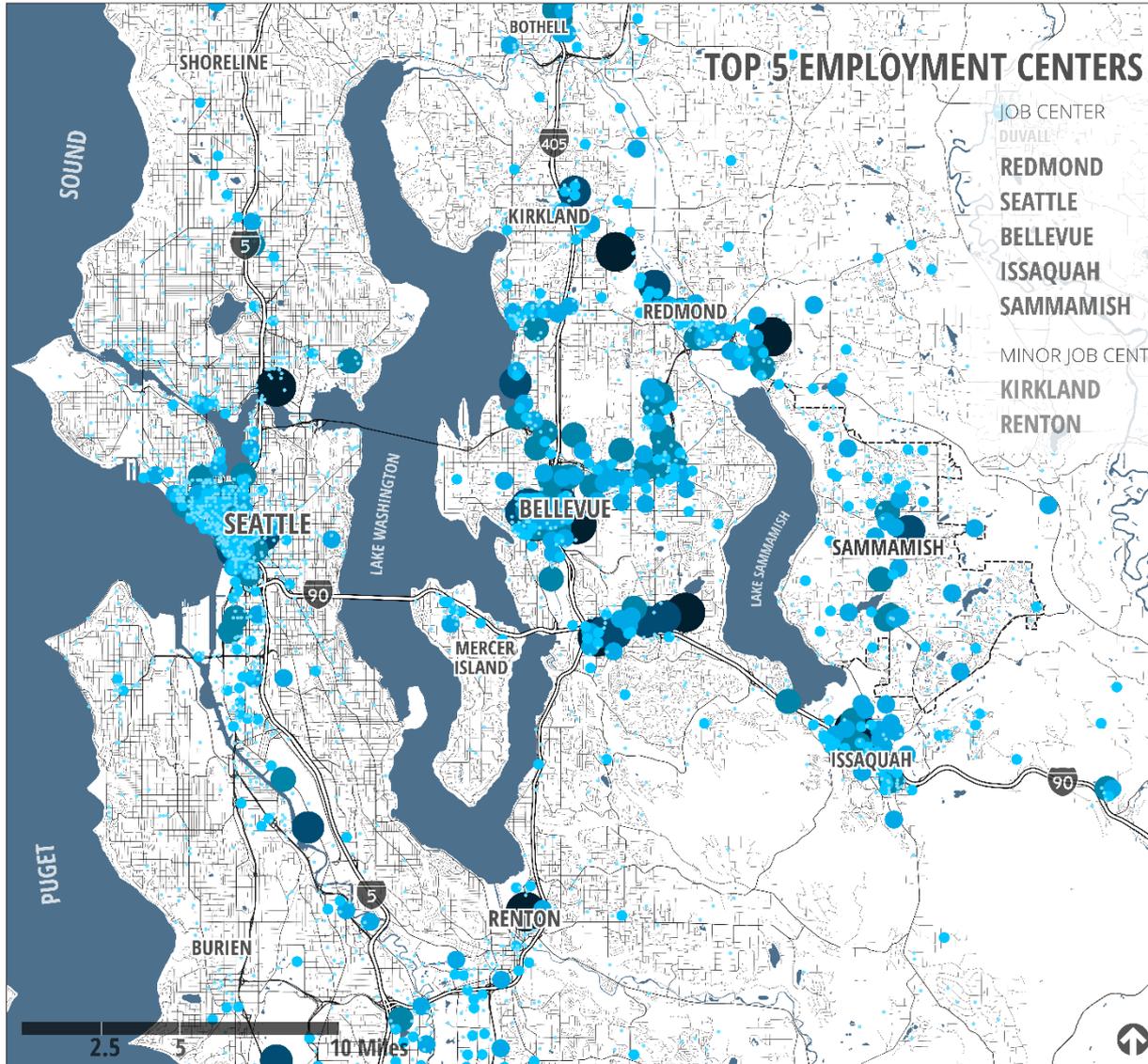
THERE ARE 21,903 WORKERS IN SAMMAMISH
 21,153 OF THESE COMMUTE OUTSIDE THE CITY
 750 OF THESE LIVE AND WORK IN THE CITY
 ANOTHER 3,311 LIVE ELSEWHERE & WORK IN SAMMAMISH
FOR A TOTAL OF 4,061 JOBS IN SAMMAMISH

NOTE: Sammamish workforce figures do not include self-employment, sole proprietorship, corporate officers, or military personnel.

SOURCE U.S. Census LEHD, CAI

Exhibit 1

Exhibit 21. Residents' Places of Work, City of Sammamish, 2015



TOP 5 EMPLOYMENT CENTERS FOR SAMMAMISH WORKERS

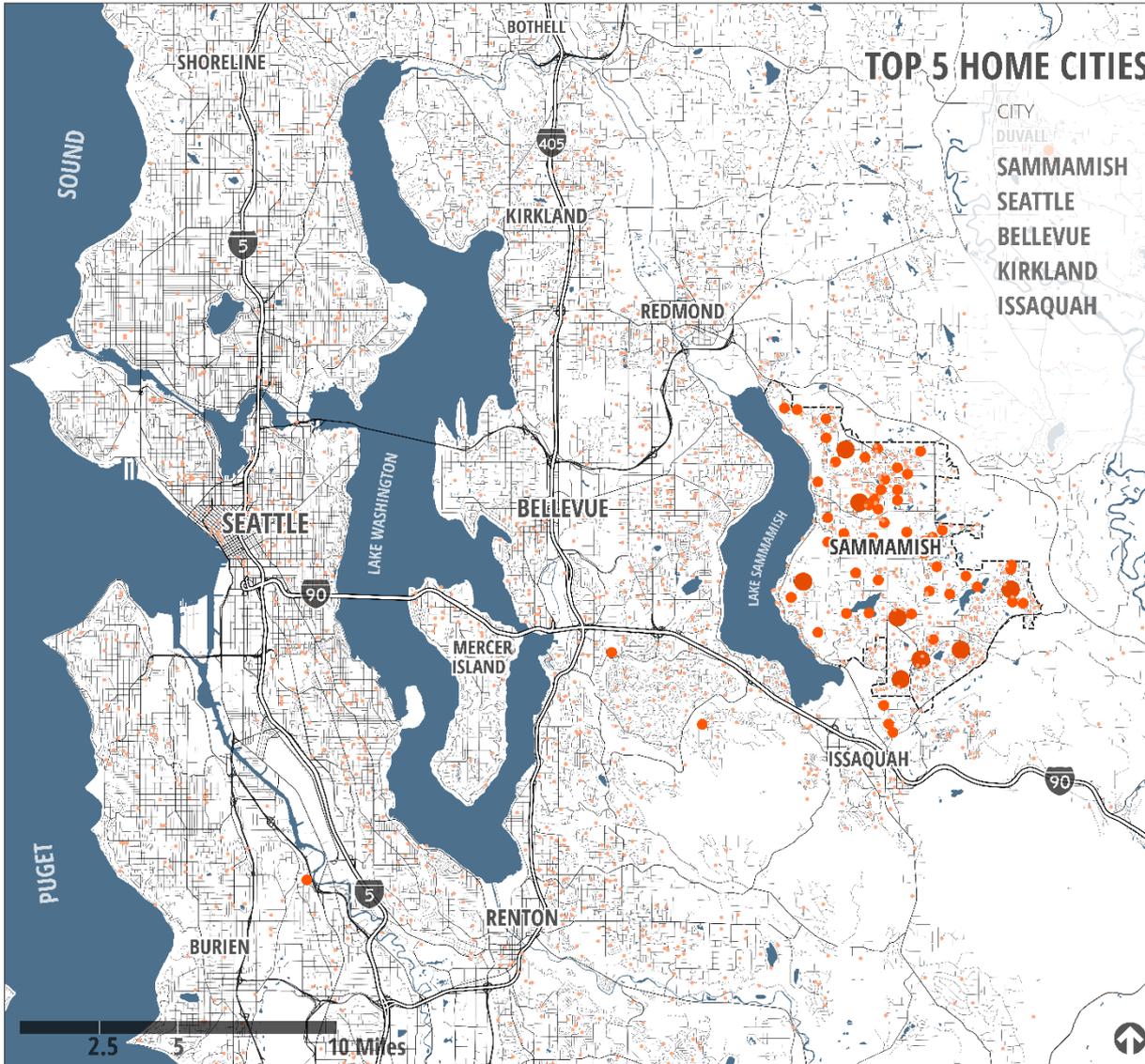
JOB CENTER		% OF SAMMAMISH COVERED WORKFORCE
DUVALL		
REDMOND	5,948	26%
SEATTLE	5,195	23%
BELLEVUE	3,309	14%
ISSAQUAH	1,359	6%
SAMMAMISH	821	4%
MINOR JOB CENTER		
KIRKLAND	808	4%
RENTON	547	2%

WHERE RESIDENTS WORK

- Less
-
-
-
- More
- City of Sammamish
- Lakes, Rivers & Streams

SOURCE King County, U.S. Census ACS, LEHD, CAI

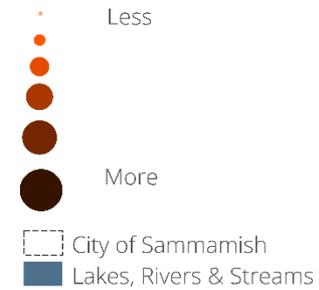
Exhibit 22. Local Employees' Homes, City of Sammamish, 2015



TOP 5 HOME CITIES FOR SAMMAMISH WORKERS

CITY	DUVALL	% OF SAMMAMISH COVERED WORKFORCE
SAMMAMISH	821	18%
SEATTLE	428	10%
BELLEVUE	288	7%
KIRKLAND	152	3%
ISSAQUAH	145	3%

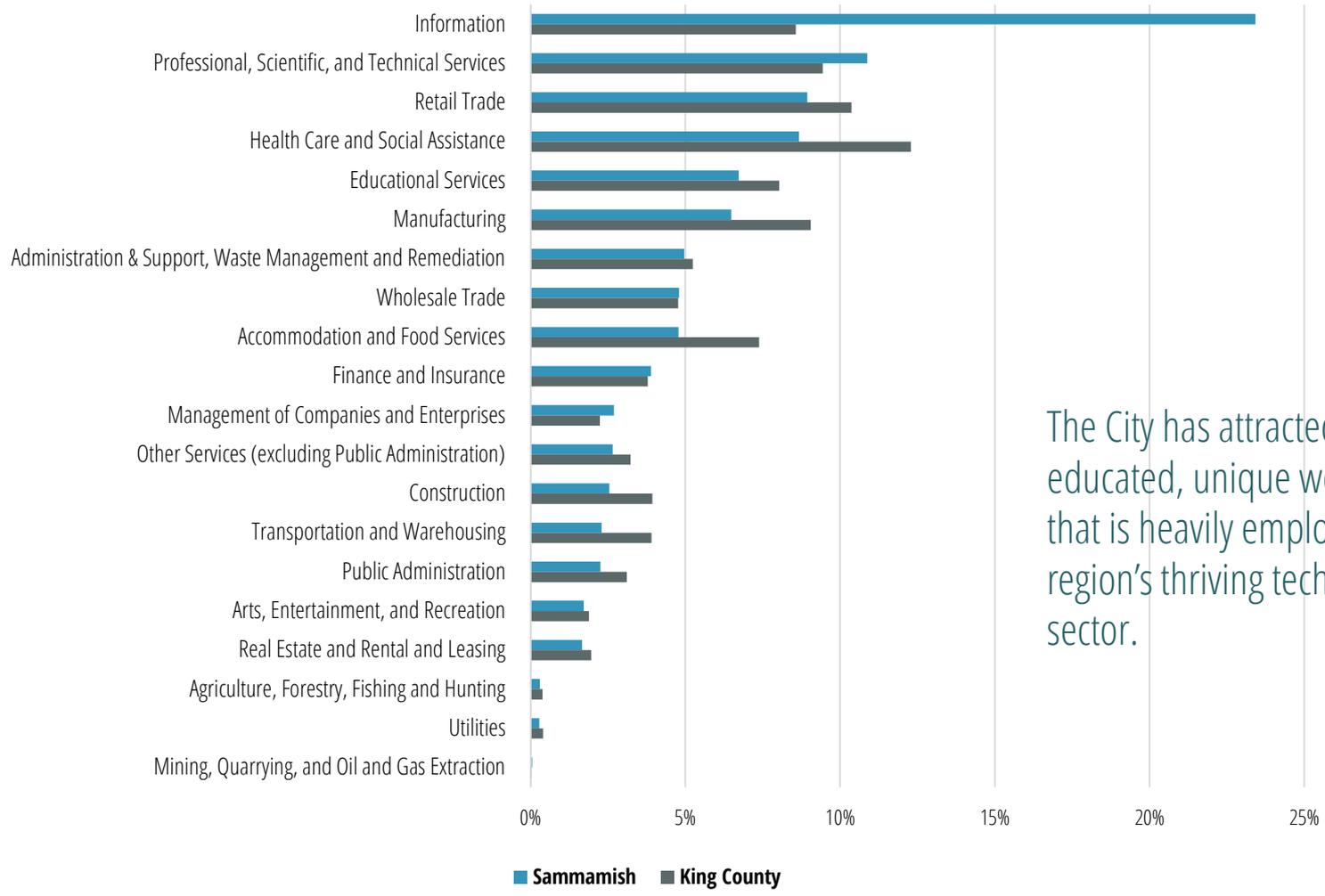
WHERE SAMMAMISH WORKERS LIVE



SOURCE King County, U.S. Census ACS, LEHD, CAI

Exhibit 23. Resident Employment by Industry, City of Sammamish and King County, 2015

Exhibit 1



The City has attracted an educated, unique workforce that is heavily employed in the region's thriving technology sector.

Source: LEHD, 2015

4 DEVELOPMENT AND GROWTH

local real estate conditions

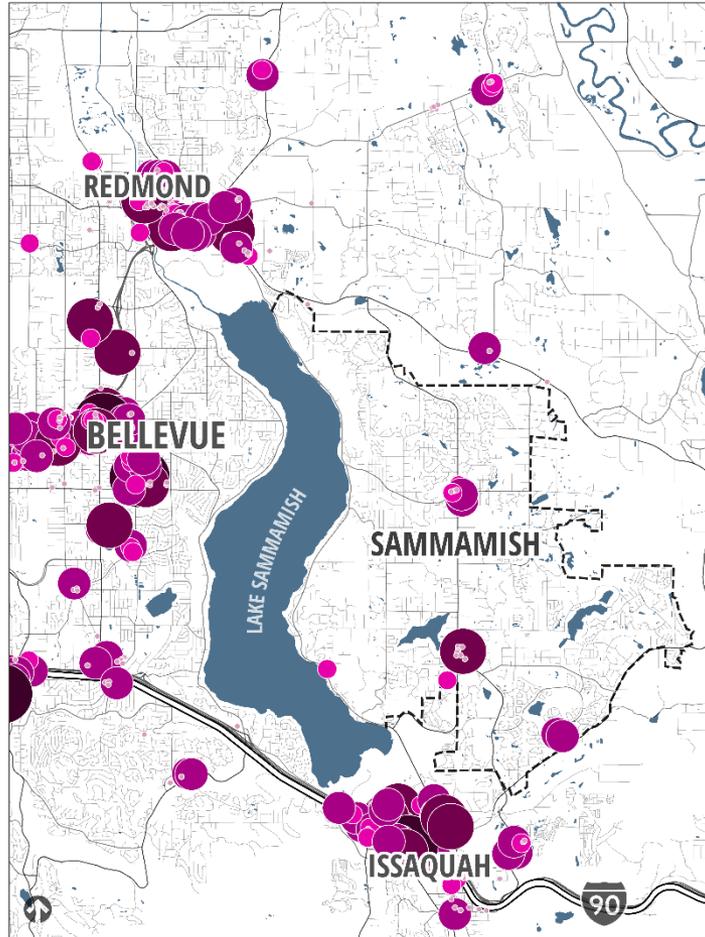
What we learned in 2013:

- > Rents in Sammamish were relatively low when compared to other regional markets
- > Sammamish is challenged to attract new retail

What we've learned in 2017:

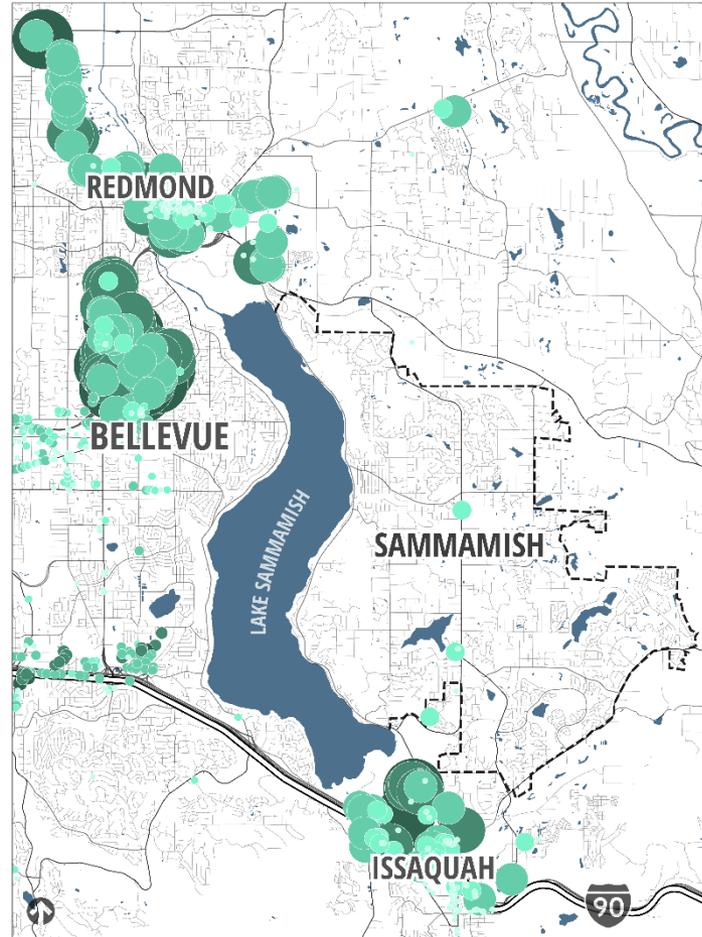
- > Three new mixed-use projects are under construction, with more planned or under consideration
- > With new commercial development, town center still has capacity of just under 500,000 square feet of commercial space

Exhibit 24. Retail Rentable Building Area, Sammamish and Neighbors, 2017



Source: CoStar, 2017; King County; CAI

Exhibit 25. Office Rentable Building Area, Sammamish and Neighbors, 2017



Source: CoStar, 2017; King County; CAI

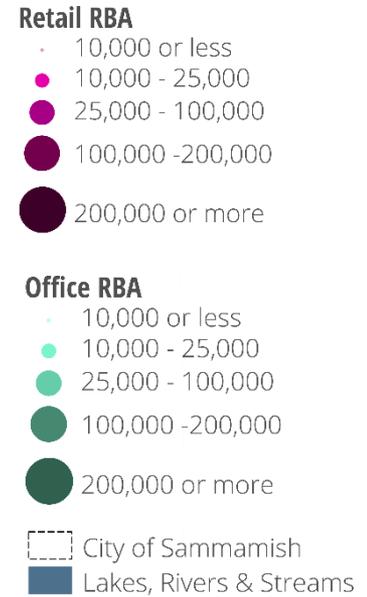
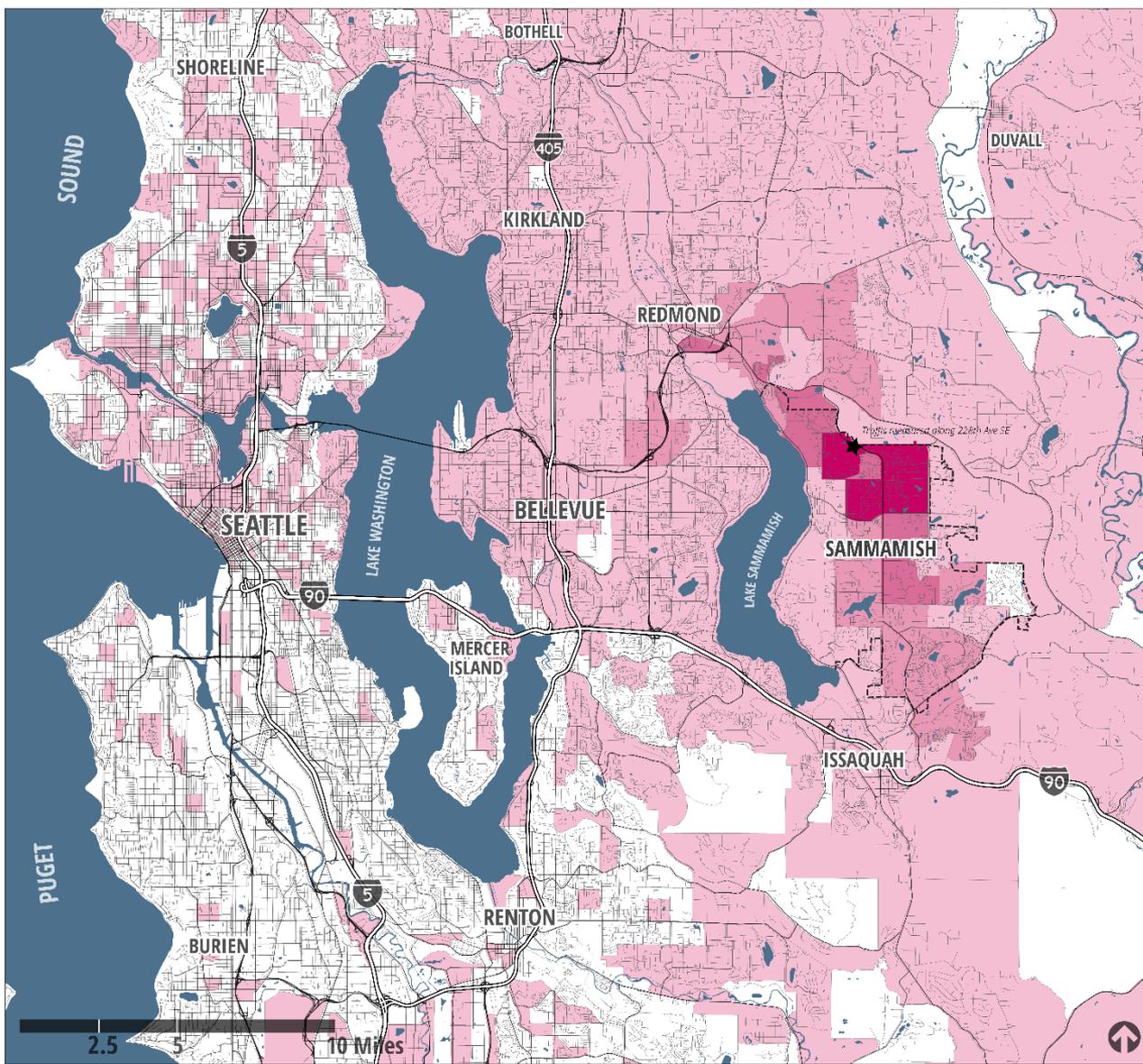
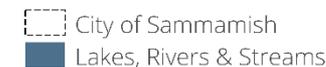
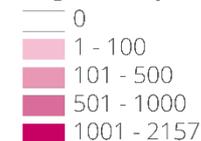


Exhibit 26. Traffic Origin Analysis, City of Sammamish, 2015

While a large number of trips originate outside of Sammamish and its immediate vicinity, these trips are well dispersed. Trip origins are concentrated within the City.

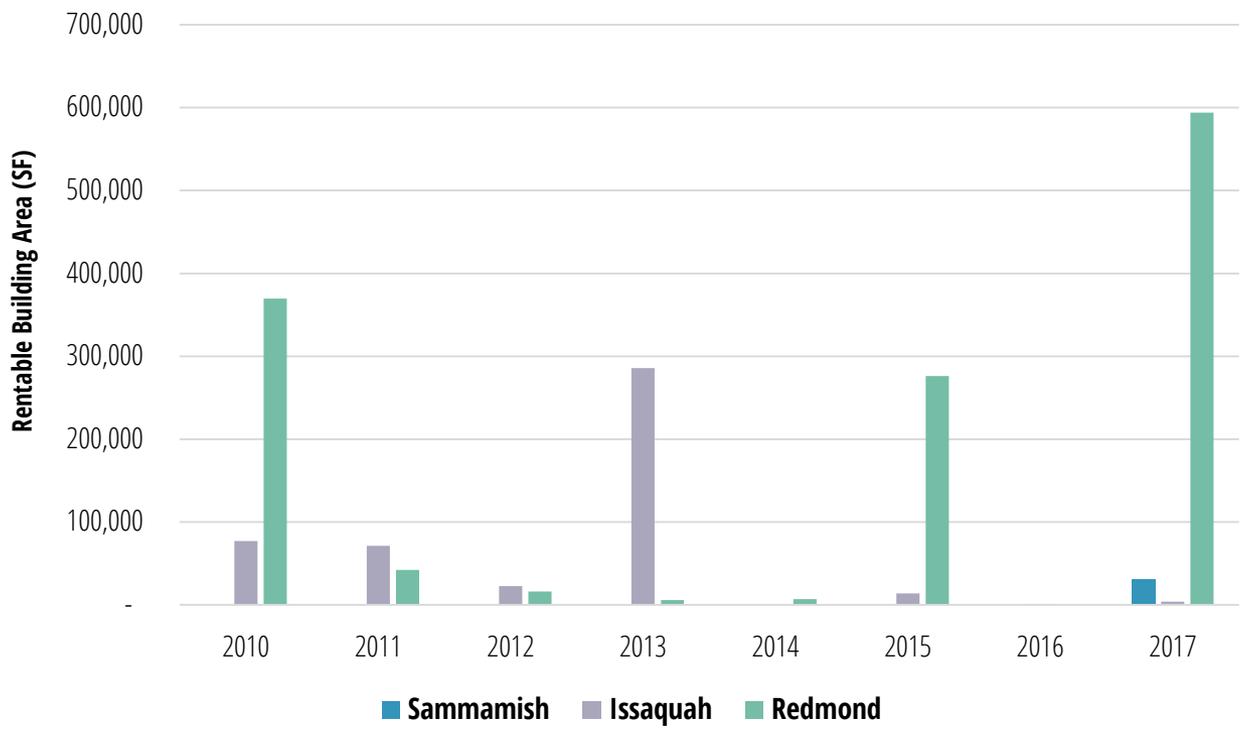


Origins of Trips in Sammamish



SOURCE PSRC, King County, CAI

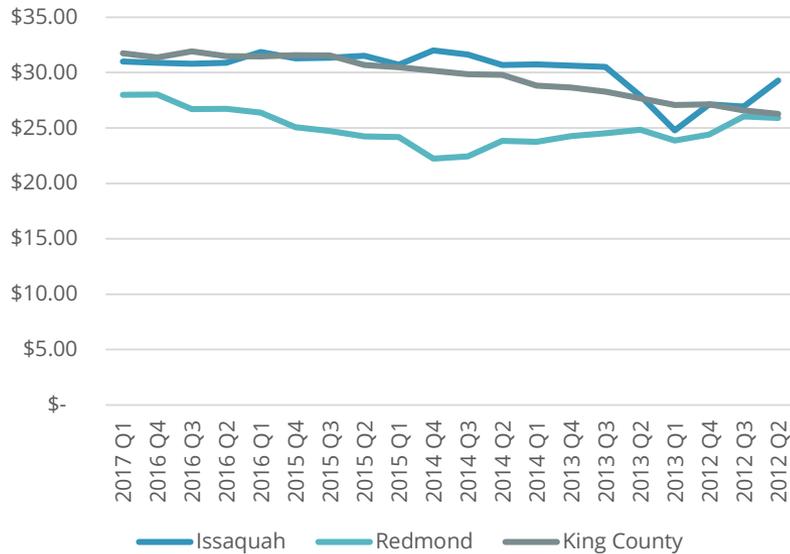
Exhibit 27. Retail & Office Development, Total Rentable SF per Year, City of Sammamish and Neighbors, 2010-2017



In recent years, the City's neighbors have seen more retail and office development than Sammamish. Redmond has seen the most growth, though it varied widely by year during this period.

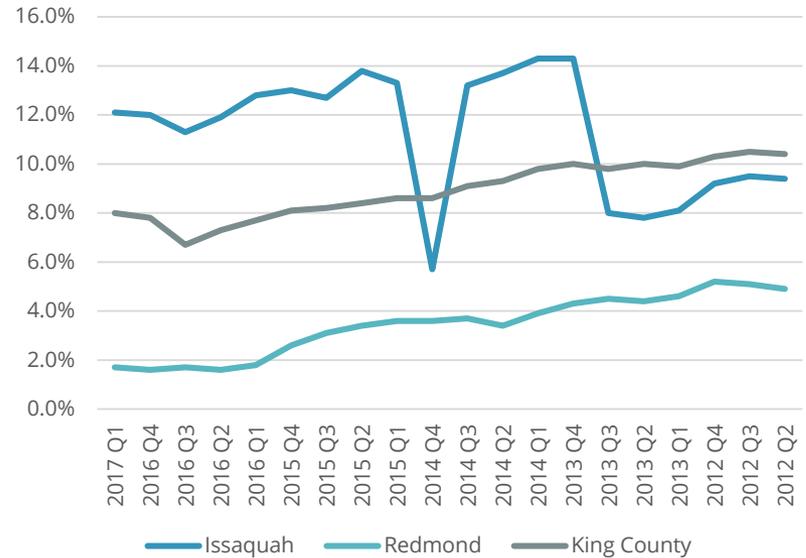
Source: CoStar, 2017

Exhibit 28. Average Office Rents, Comparison Jurisdictions, 2012-2017



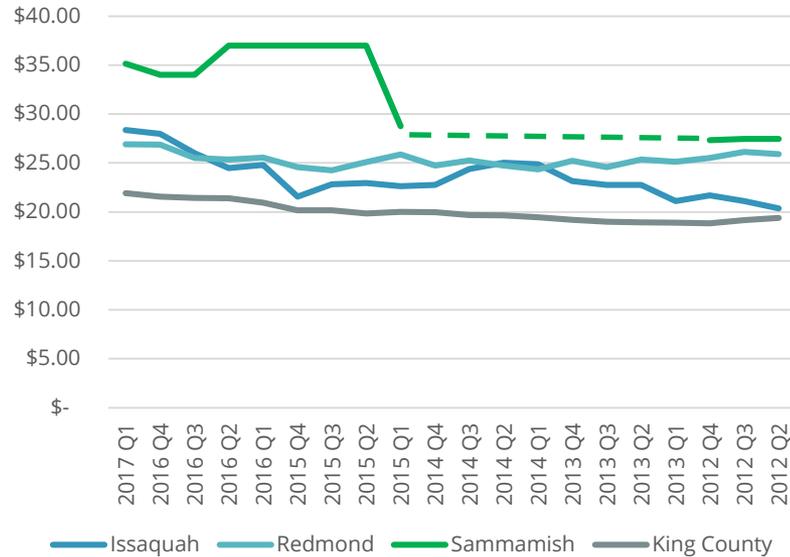
Source: CoStar, 2017

Exhibit 29. Average Office Vacancy, Comparison Jurisdictions, 2012-2017



Source: CoStar, 2017

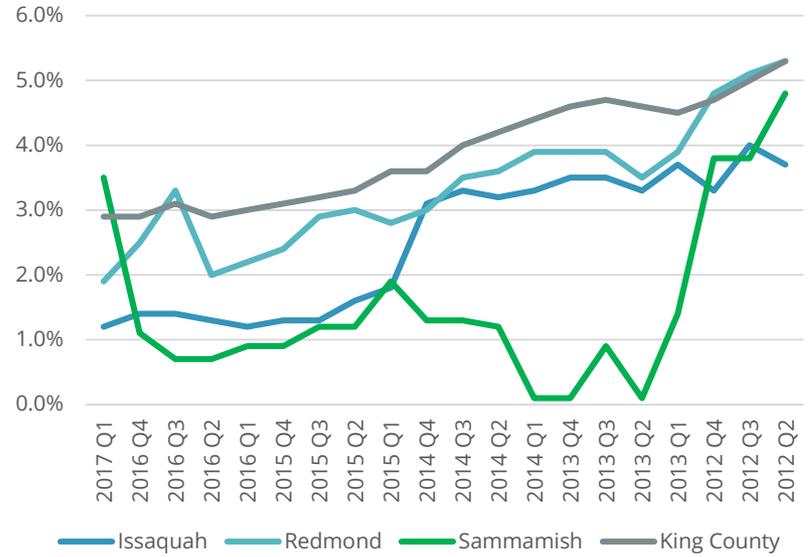
Exhibit 30. Average Retail Rents, Sammamish and Comparison Jurisdictions, 2012-2017



Source: CoStar, 2017

Note: Dashed line spans years for which data was not available

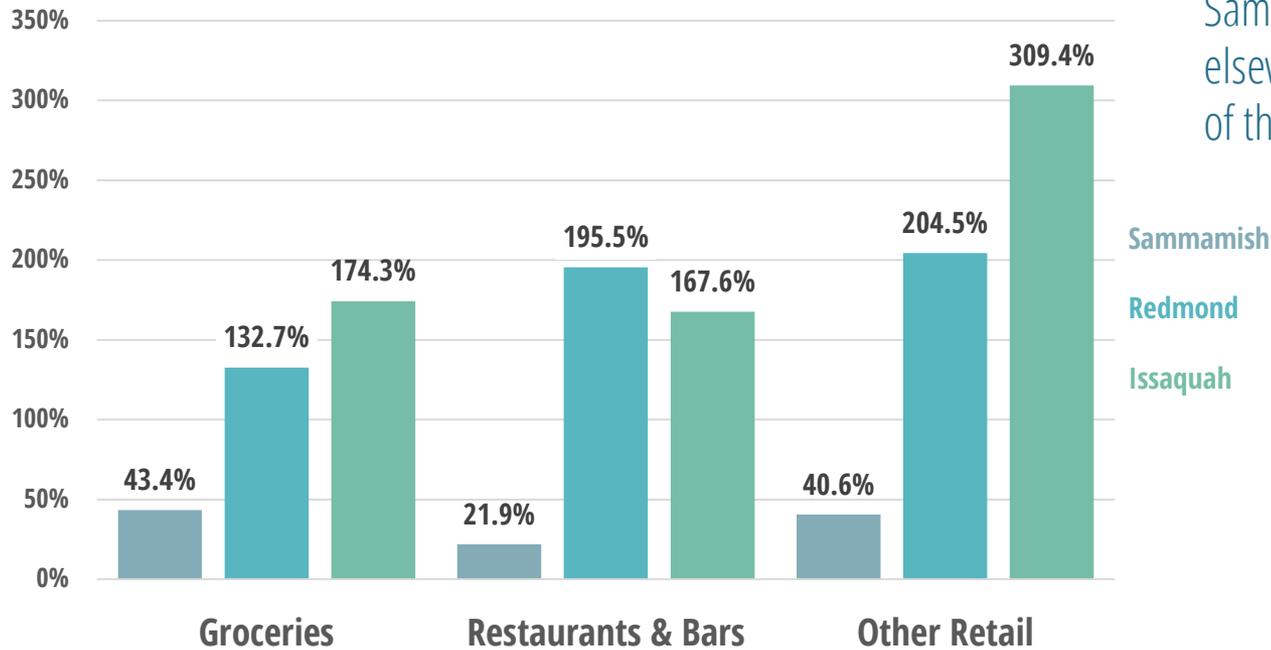
Exhibit 31. Average Retail Vacancy, Sammamish and Comparison Jurisdictions, 2012-2017



Source: CoStar, 2017

Exhibit 1

Exhibit 32. Retail Trade Capture, Sammamish and Comparison Jurisdictions, 2015



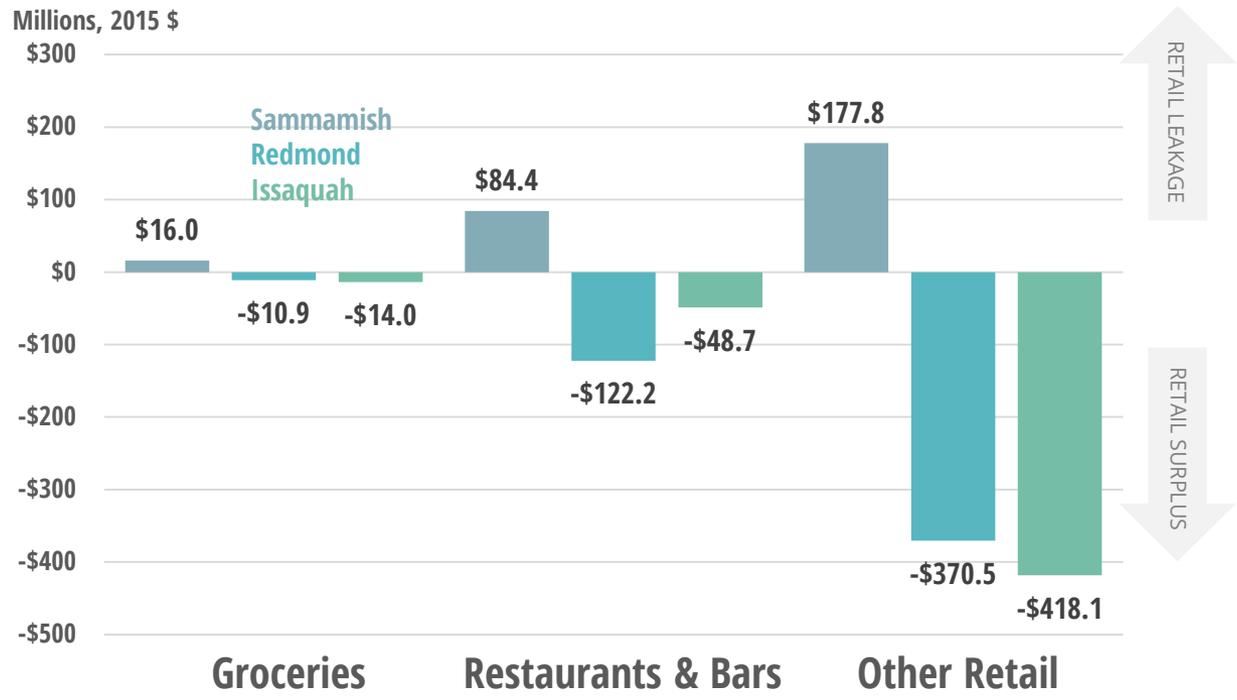
Sammamish shoppers travel elsewhere for a significant portion of their retail needs

TRADE CAPTURE EXPLAINED:

The trade capture rates for Sammamish represents the percentage of potential retail spending power in Sammamish that is captured by Sammamish retail businesses.

Source: Washington State Office of Financial Management, 2016; Washington State Department of Revenue, 2016; Community Attributes Inc., 2017

Exhibit 33. Retail Leakage/Surplus, Sammamish and Comparison Jurisdictions, 2015



The City's retail spending power is likely being captured by businesses in neighboring cities like Redmond and Issaquah

Retail Leakage: Positive values represent categories where supply is less than demand and local residents are travelling elsewhere to find such retail goods.

Retail Surplus: Negative values represent categories that draw people in from outside the City limits, meaning the retail category draws customers from throughout the region.

Source: Washington State Office of Financial Management, 2016; Washington State Department of Revenue, 2016; Community Attributes Inc., 2017

This profile provides a base of understanding to ground strategic recommendations for the City. For more information on the project refer to the following documents or the City's Business Portal webpage.

- > Sammamish Business Fact Sheet
- > 2017 Community Viewpoints report
- > Strategic Recommendations for Economic Development 2017

QUICK FACTS ON SAMMAMISH, WASHINGTON



HIGHLY EDUCATED RESIDENTS

45%

Residents over 25

Have a Bachelors Degree

King County: 30%

28%

Residents over 25

Have Graduate or Professional Degree

King County: 18%



FAMILY-ORIENTED CITY

55%

Households with Children

King County: 29%



HOUSEHOLD INCOME

\$144,750

Median Household Income
King County: \$75,302

73%

Households Making over \$100,000

King County: 38%



POPULATION & DIVERSITY

61,250

Total Population

31%

People of Color, 2016
From 14% in 2000



HIGHLY SKILLED WORKFORCE

23%

Work in Software & Technology

King County: 9%



ROOM TO GROW



- ◆ 3,800 new households by 2040
- ◆ 2,000 more jobs by 2040
- ◆ 1/2 million square feet of commercial development capacity

1ST

America's Friendliest Town

Forbes and Nextdoor, 2012

TOP 40

Best American Suburbs

Business Insider, 2015

13TH

Best Small Cities for Families

NerdWallet, 2016



ABOUT SAMMAMISH

The City of Sammamish is a community of approximately 65,000 residents and is located above Lake Sammamish on the Sammamish Plateau in King County, WA. The City incorporated in 1999 and is in the midst of a number of major commercial, residential and infrastructure projects that are helping to define the City's next chapter.



LET'S DO BUSINESS TOGETHER

- ◆ *Sammamish does not impose a business and occupation (B&O) tax*
- ◆ *The Sammamish Chamber of Commerce is ready to connect your business with consumers*
- ◆ *New commercial space is available in the Town Center*
- ◆ *The City is strategically located near several major employers*

MORE INFORMATION AT: www.sammamish.us



WHAT WE HEARD: VIRTUAL TOWN HALL

Sammamish's Greatest Opportunities for Local Businesses



Sammamish's Economic Strengths



Residents weighed in on Sammamish's greatest opportunities and economic strengths in a virtual town hall.

City of Sammamish Economic Development Strategy

Community Viewpoints

May 15, 2017

Presented by Community Attributes to the City of Sammamish





*Community Attributes tells data rich stories about communities
that are important to decision-makers.*

Principal: Chris Mefford

Project Manager: Mark Goodman

Lead Analyst: Kristina Gallant

Analysts: Alexandra Streamer
Sudarshan Sampath

Community Attributes Inc.
1411 Fourth Ave, Suite 1401
Seattle, Washington 98101
www.communityattributes.com

A INTERVIEW METHODS & PROCESS

B DOING BUSINESS IN SAMMAMISH

C CHALLENGES & OPPORTUNITIES

D LOOKING FORWARD

E COMMUNITY RESPONSE SUMMARY

F BUSINESS & COMMUNITY RESPONSE SUMMARY

A

Interview Methods and Process

Business Interviews

Community Attributes worked with the City of Sammamish to identify a variety of economic stakeholders to interview in order to gain their perspective of the economic landscape in the City. Interviewees were asked to describe why they do business in Sammamish; evaluate the assets of the local economy; share their challenges; outline business opportunities; predict the evolution of the Sammamish economy; and describe what kinds of commercial development were suitable for the City.

Many interviewees live in Sammamish in addition to doing business in the City, and thus provided a business and resident perspective on the economic climate.

These interviews began in March 2017 and concluded in April 2017. A list of business and stakeholder participants is presented to the right.

Virtual Town Hall

Community Attributes worked with the City of Sammamish to develop a virtual town hall where Sammamish residents could provide feedback about their experiences in Sammamish. The virtual town hall was implemented in April of 2017 and garnered a total of 262 responses from community members.

Questions examined the perceived strengths and challenges of living in Sammamish as well as inquiries about how often community members leave the City in search of products and services. Virtual town hall also asked residents forward-thinking questions about Sammamish's future identity.

Interviewed Stakeholders

- Sammamish Chamber of Commerce
- TRF Development Partners
- Ichijo USA
- Pacific Bike and Ski
- Precision Chiropractic
- Fivash Cellars
- Big Block Brewery
- Katie's on the Lake
- Pine Lake Ale House
- Jersey Mike's
- Sammamish Cafe

Below are the questions used for the business interviews portion of community outreach:

1. What attracted you to Sammamish/Why did you choose to do business in Sammamish?
2. Provide three words that describe Sammamish's local economy:
3. What are Sammamish's economic assets/strengths?
4. What are the greatest challenges you see for Sammamish's local economy/business community?
 - a. Follow up – Do you have any ideas on how to address these challenges?
5. What are the greatest opportunities you see for Sammamish's local economy/business community?
6. What tools should the City consider using to bring new businesses and institutions to town? (Examples: Active recruitment, Real estate development incentives, Land Assembly)
7. How do you see Sammamish changing over the next 5-10 years?
8. What type of commercial development do you think is suitable for Sammamish?

B

Doing Business in Sammamish

"If you support the Sammamish community, it will support you."

1. What attracted you to Sammamish/Why did you choose to do business in Sammamish?

COMMON THEME: The majority of business owners reported an attraction to Sammamish because of its community identity.

Interviewed businesses highlighted:

- > **A desire to work where they live**
 - Interviewees articulated a strong preference to work in the same community in which they live. Many respondents opted to remain in Sammamish even though their cost of doing business would be lower in neighboring cities, like Redmond or Issaquah.
- > **The small-town feel and strong sense of community**
 - The cohesiveness of the Sammamish community is integral to the commercial success of many businesses. Many small businesses rely on "regulars" and repeat customer relationships to thrive.
- > **The ability to fill a gap in the market**
 - The lack of on-plateau services provides an opportunity for businesses to enter the market. Sammamish residents are a captive audience; they strongly prefer not to travel outside of the City, so if businesses can consistently meet or exceed customer expectations, they'll be successful.

STRATEGIC IMPLICATION: Many business owners choose Sammamish because they are members of the community themselves and/or like the City, and think beyond the economic factors.

2. Provide three words that describe Sammamish's local economy.

COMMON THEME: Sammamish business owners expect the local economy to continue to grow.

Distinctiveness

- > Local
- > Close-knit
- > Trendy
- > Identity
- > Desirable
- > Community-minded

Wealthy

- > Rich
- > Affluent
- > Profitable
- > Privileged
- > Ideal

Successful

- > Healthy
- > Vibrant
- > Consistent
- > Strong
- > Diverse
- > Potential

Dynamic

- > Transitioning
- > Growing
- > Bustling
- > Hungry
- > Untapped



Image: BUSINESS JOURNAL PHOTO | Jason Redmond

STRATEGIC IMPLICATION: The majority of responses were positive when describing the local economy after becoming established, but business owners also expressed difficulties in launching businesses and addressing labor shortages.

"The community is the strongest asset—there are great people, schools, parks and more."

3. What are Sammamish's economic assets/strengths?

COMMON THEME: Sammamish has a variety of strong economic assets.

Interviewed businesses highlighted:

- > **The residents**
 - Sammamish residents earn higher-than-average incomes, are not cost-sensitive and seek high-quality services. The affluence also allows residents free time to be actively engaged in the development of the community.
- > **Strong community investment**
 - The wealth residents bring to the local economy subsequently leads to strong community investment in the form of great parks, schools and other amenities. These investments pay dividends in attracting developers and other businesses interested in augmenting the commercial economy.
- > **The location**
 - The location of the City is a considerable asset. It has notable natural beauty and is close to many recreation opportunities. Sammamish is proximate to several regional employment centers, while maintaining a bedroom community identity that is removed from city life. Because of its ideal location and numerous assets, the population in Sammamish is growing significantly.

STRATEGIC IMPLICATION: Nearly all businesses expressed the value of high income-earning residents and their relationship to community investment.

C

Challenges & Opportunities

4. What are the greatest challenges you see for Sammamish's local economy/business community?

COMMON THEME: The affluence of Sammamish residents and high demand for the area are viewed both as assets and impeding factors to business operations.

Interviewed businesses highlighted:

> **Traffic**

- There are limited routes to get off and on the Sammamish plateau, and all have become increasingly congested as the population has grown. One interviewee highlighted 228th as a particularly cumbersome street to navigate during peak travel times.

> **Shortage of labor**

- Employees who work in retail and service jobs in Sammamish are not typically able to afford to live there. As a result, employees have to commute far distances from surrounding areas, such as Renton, Totem Lake and Edmonds. Business owners reported significant difficulty in filling open positions and retaining existing employees. Several respondents acknowledged that the new Central Washington University campus will likely increase the retail and service labor supply.

STRATEGIC IMPLICATION: Infrastructure concerns, the high cost of doing business, and confusion surrounding development and business operations present challenges for the commercial market and limit business diversity.

4. What are the greatest challenges you see for Sammamish's local economy/business community?

COMMON THEME: The affluence of Sammamish residents and high demand for the area are viewed both as assets and impeding factors to business operations.

Interviewed businesses highlighted:

- > **Absence of diversity in commercial space ownership**
 - One group owns the existing shopping centers and the lack of competition in conjunction with low supply of commercial space leads to expensive leases. This is not conducive to fostering "mom and pop"-style small businesses as they are frequently unable to out-compete corporate chains for leasable space.
- > **Lack of flexibility and confusion surrounding development requirements**
 - The majority of businesses owners reported that the City is highly prescriptive about the types of development suited for its commercial areas. Businesses and developers also expressed difficulty in navigating zoning regulations. These factors in tandem contribute to the lack of business diversity in Sammamish.

STRATEGIC IMPLICATION: Infrastructure concerns, the high cost of doing business, and confusion surrounding development and business operations present challenges for the commercial market and limit business diversity.

5. Do you have any ideas how to address these challenges?

COMMON THEME: Businesses' suggestions for ameliorating challenges centered around infrastructure needs and careful growth planning.

Interviewed businesses suggested:

> **Control traffic flow**

- The amount of traffic in Sammamish makes it difficult to be timely and restricts the flow of customers. Many interviewees mentioned the corridor with three high schools is particularly congested and suggested staggering start times to prevent blockages. Adding left turn lanes at busy intersections and widening heavily-traveled roads could also alleviate congestion.

> **Improve transit accessibility and walkability**

- Enhancing transit options and service could reduce traffic and provide commuting employees with a quicker, more cost-effective way to get to work. Linking commercial centers with walkways would increase foot traffic as well as ease parking challenges.

> **Increase affordable housing options**

- The labor shortage in the City is driven primarily by a lack of affordable housing. Planning for more multi-family and affordable units would likely increase the labor supply, and subsequently growth of the commercial activities, by reducing commuting times.

STRATEGIC IMPLICATION: Addressing the relationship between population growth and residents' desire for diverse amenities will be crucial to the future success of Sammamish.

5. Do you have any ideas how to address these challenges?

COMMON THEME: Businesses' suggestions for ameliorating challenges centered around infrastructure needs and careful growth planning.

Interviewed businesses suggested:

- > **Ensure adequate planning for commercial center growth and expansion**
 - Designating more areas for commercial development and careful planning for existing commercial center growth will provide relief for the constricted supply of leasable space.
- > **Emphasize business diversity**
 - There are several duplicated services in Sammamish; the City has an abundance of grocery stores, pizza places, dry cleaners and pet stores. Prioritizing business diversity in the planning process will be key to ensuring a wide range of services offered in the City.
- > **Increase flexibility surrounding commercial development**
 - One way to prioritize business diversity is to reduce the development restrictions on commercial centers. The City should consider allowing for some interpretation of the growth plan so it's not so restrictive and exacting.

STRATEGIC IMPLICATION: Addressing the relationship between population growth and residents' desire for diverse amenities will be crucial to Sammamish's economic identity.

6. What are the greatest opportunities you see for Sammamish's local economy/business community?

COMMON THEME: Sammamish has the chance to plan for economic growth in a way that coincides with the City's identity.

"Anyone can be successful in Sammamish as long as they're filling a hole in the market."

Exhibit 3

Interviewed businesses highlighted:

- > **Demand for more amenities and services is strong**
 - Residents are optimistic and enthusiastic about the prospect of more businesses and services. There is strong demand for more diverse options within the City; the market can bear increased commercial growth. The growing population indicates the demand will continue to increase.
- > **The market is virtually untapped**
 - There are numerous business and service vacancies in the local market. As a result, the market can support considerable commercial development in a variety of subsectors. See results from Question 9 for examples of desired commercial development.
- > **The ability to recruit many different types of businesses**
 - The City has the opportunity to plan critically for desirable types of commercial growth. Additionally, it can leverage residents' strong demand for more commercial options and absence of cost-sensitivity to attract high-quality services.

STRATEGIC IMPLICATION: The City can leverage residents' unmet demand for high-quality, on-plateau services to attract top tier services.

D

Looking Forward

7. What tools should the City consider using to bring new businesses and institutions to town?

COMMON THEME: The City could employ several strategies to be more business-friendly.

Interviewed businesses suggested:

- > **Market the City's economic assets**
 - The City should leverage the numerous economic assets and strengths in the region, including the consumer landscape, lack of B&O tax, and growing populations. Partnering with the Chamber of Commerce would increase the avenues through which the City could attract new businesses.
- > **Provide more development flexibility**
 - The City has stringent business and design requirements for commercial sites. Adding some flexibility to the zoning code would make Sammamish a more attractive place to do business.
- > **Offer incentives**
 - Offering assistance with zoning, tax concessions, expedited permitting and other incentives would assist new businesses in accessing the Sammamish market. Nearby cities, like Monroe and Issaquah, offer these motivations to prospective businesses.

STRATEGIC IMPLICATION: Sammamish is an attractive place to do business, but likely doesn't have enough visibility compared to surrounding communities. Providing some flexibility to the zoning code and incentive structure would further elevate the City's attractiveness.

8. How do you see Sammamish changing over the next 5-10 years?

COMMON THEME: Business owners are optimistic about Sammamish's future.

Interviewed businesses predicted:

- > **A younger, more diverse pool of residents**
 - Sammamish is particularly attractive to those employed in the technology sector, which has a diverse workforce. Business owners are also noticing an influx in young families and an outflow of retired individuals who are being priced out of the housing market.
- > **Continued population growth**
 - Business owners don't expect the population growth to slow in the near future.
- > **Increase in the number of businesses**
 - Interviewees expressed confidence in the number of Sammamish businesses increasing to serve the growing population.
- > **A more transit-oriented landscape**
 - The majority of business owners predicted improving transit and walkability would be the only ways to mitigate congestion in the City, especially as the population continues to increase.

STRATEGIC IMPLICATION: Business stakeholders predict a more urbanized future for Sammamish.

9. What type of commercial development do you think is suitable for Sammamish?

COMMON THEME: Stakeholders placed an emphasis on the need for more diversified commercial options.

Interviewed businesses suggested:

- > **Small-scale development**
 - There is consensus around the idea that big-box stores and large-scale development do not fit the identity of Sammamish. Examples included an independent coffee shop, a hardware store or a bakery.
- > **Local businesses**
 - Interviewees expressed a preference for more local businesses as opposed to the national chains that dominate the City now.
- > **More sit-down, non-chain restaurants**
 - Throughout the City, there are numerous fast food and quick-serve options, but there are only a couple sit-down restaurants that don't cater to a family audience.
- > **Entertainment options**
 - Sammamish is in need of more entertainment options, such as a movie theatre, a bowling alley or a performance venue.

STRATEGIC IMPLICATION: Sammamish is in need of more spaces where people can gather, whether it's a restaurant or a bowling alley. The preference is that these be smaller scale and local, when possible.

E

Community Response Summary

Below are the questions used for the virtual town hall portion of community outreach.

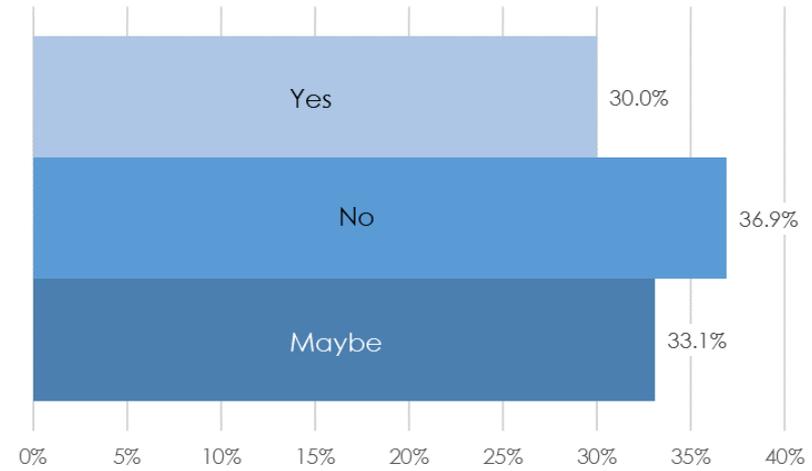
1. What are Sammamish's economic strengths?
2. Would you like to see Sammamish grow as an employment center?
3. Do you think the city should encourage new business to locate in Sammamish?
4. What type of employment opportunities would you like to see in Sammamish?
5. How much of your retail shopping is done locally in Sammamish?
- 6-11. Where do you do your shopping?
(Entertainment, Restaurants, Groceries, Non-grocery retail, Personal finance services and Medical services)
12. What is the item or service you most leave Sammamish to buy?
13. How often do you leave Sammamish to buy this item?
14. What type of retail would you most like to come to Sammamish?
15. What are the greatest challenges you see for Sammamish's local economy?
16. What are the greatest opportunities you see for Sammamish's local economy?

1. What are Sammamish's economic strengths?



N= 262

2. Would you like to see Sammamish grow as an employment center?



N= 262

Exhibit 3

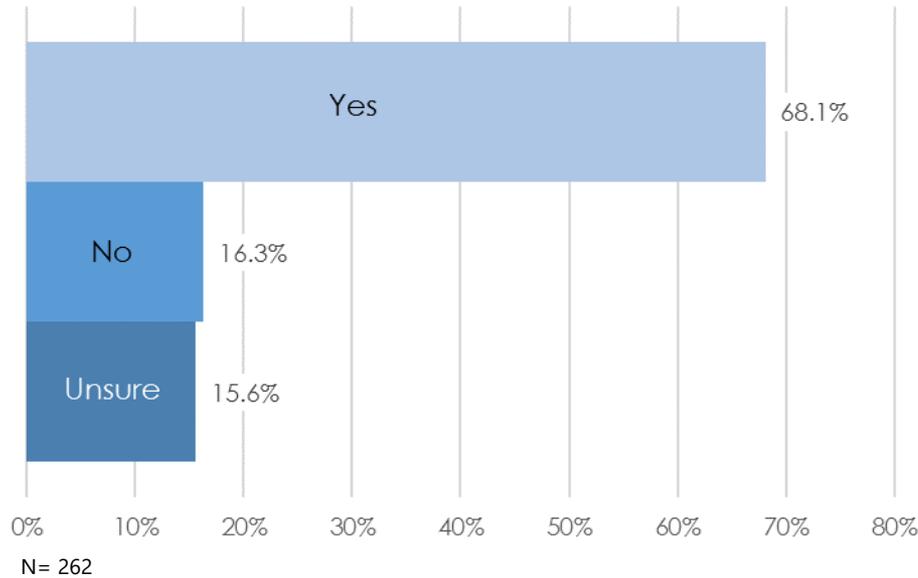
Strategic Implications

- > Many people mentioned the community as a strength which has a significant number of high income-earning residents. Sammamish's location was also considered to be an important attribute.

Strategic Implications

- > Respondents are conflicted about whether Sammamish should continue to grow

3. Do you think the city should encourage new business to locate in Sammamish?



Strategic Implications

- > 68.1% of respondents want to see new business
- > 31.9% of respondents were either against or unsure about seeing more businesses in Sammamish

4. What type of employment opportunities would you like to see in Sammamish?

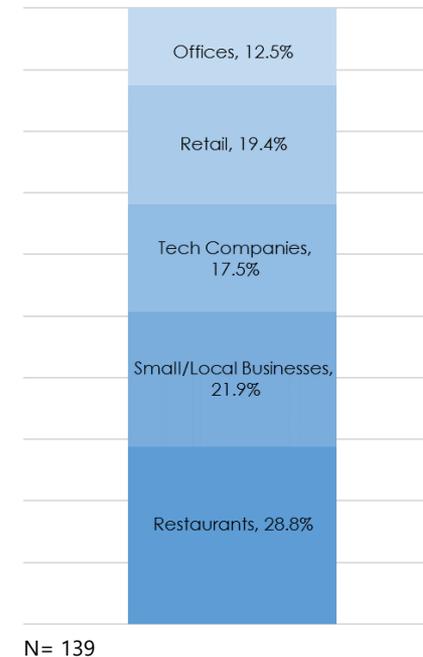


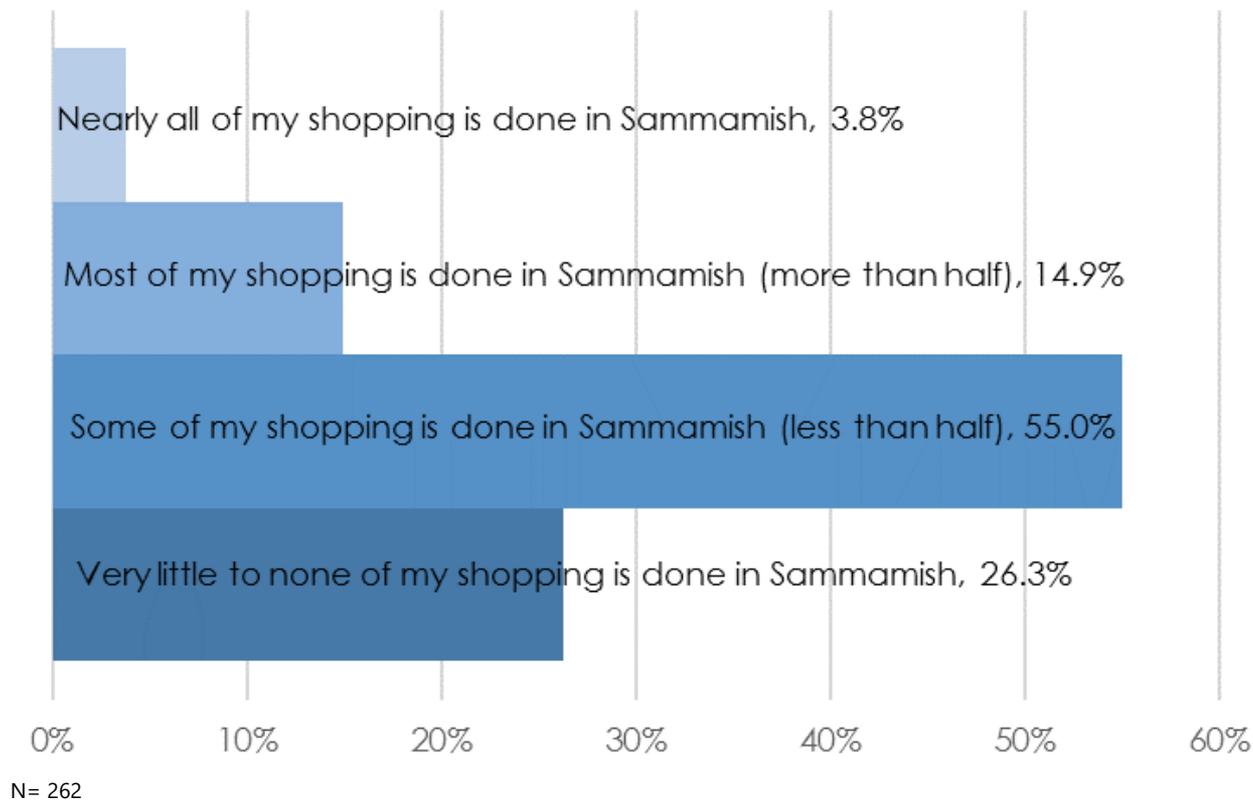
Exhibit 3

Strategic Implications

- > There is a strong desire to see local business and a wider variety in eateries

“Actually, what I would love to see is small, locally owned neighborhood shopping centers.”

5. How much of your retail shopping is done locally in Sammamish?



Strategic Implications

- > Residents do some shopping in Sammamish, but require other retail centers for all their shopping needs
- > 18.7% of residents do nearly all or most of their shopping in Sammamish

Questions 6-11. Where do you do your shopping?

	Sammamish	Issaquah	Redmond	Bellevue	Seattle
Entertainment	0.0%	40.9%	26.2%	20.4%	12.5%
Restaurants	5.9%	33.5%	28.5%	23.2%	8.9%
Groceries	48.0%	28.6%	19.7%	3.2%	0.6%
Non-grocery retail	1.0%	23.0%	29.8%	40.2%	6.0%
Personal finance services	32.4%	13.3%	18.6%	26.1%	9.6%
Medical services	15.3%	43.0%	16.7%	18.7%	6.3%

Percent of Respondents Legend: < 5% ≥ 5% ≥ 10% ≥ 25% ≥ 35% ≥ 45%

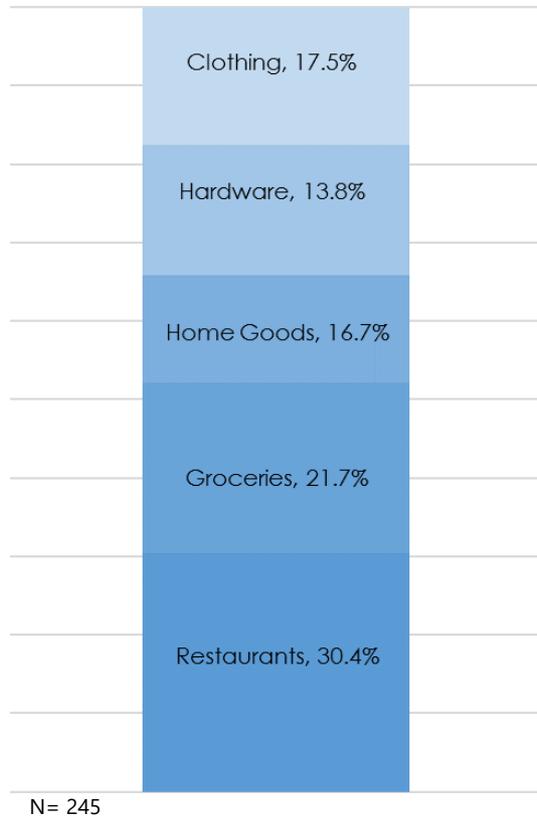
Exhibit 3

Entertainment, N= 249; Restaurants, N=256; Groceries, N=256; Non-grocery retail, N=254; Personal finance services, N=213; Medical Services, N=250

Strategic Implications

- > Issaquah Highlands and Redmond act as important destinations for entertainment
- > There is a lack of restaurant variety in Sammamish, causing residents to travel to other cities
- > Sammamish and Issaquah are the two most popular destinations for groceries
- > Residents in Sammamish have to travel to Bellevue, Redmond and Issaquah for non-grocery retail
- > Very few residents travel to Seattle for their shopping

12. What is the item or service you most leave Sammamish to buy?



Strategic Implications

- > There is a lack of restaurant variety in Sammamish, causing residents to travel to other cities.

13. How often do you leave Sammamish to buy this item?

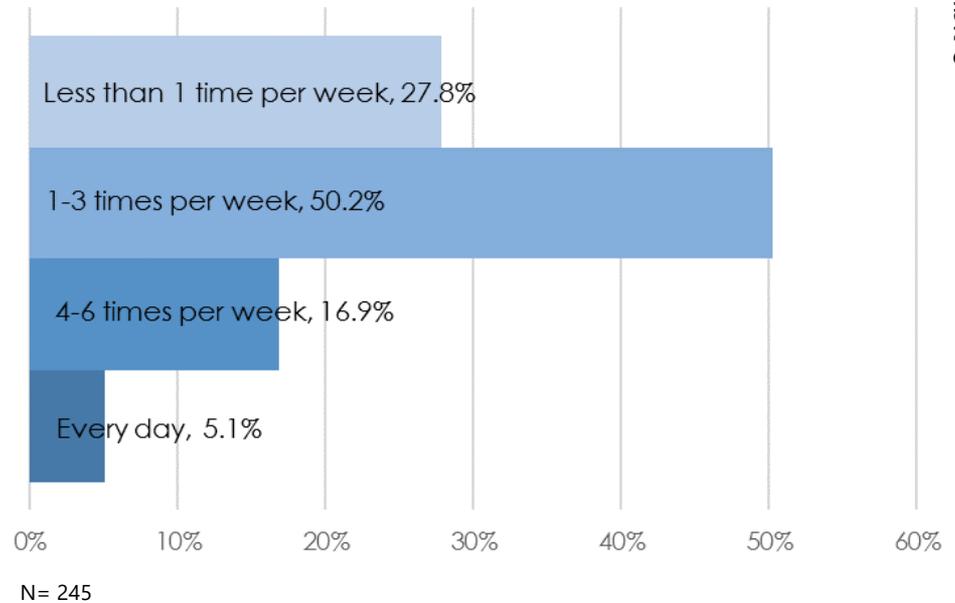
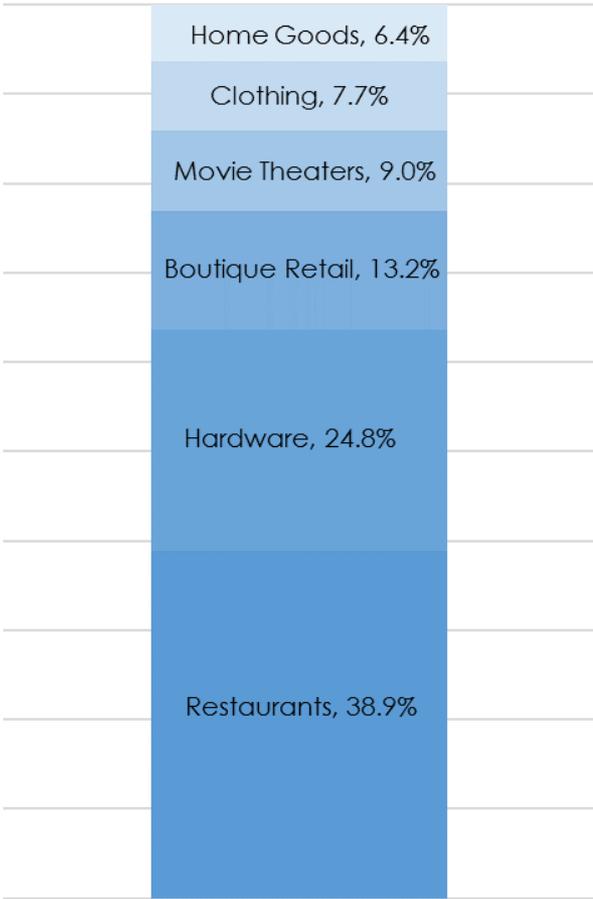


Exhibit 3

Strategic Implications

- > The majority of Sammamish residents have to travel outside of the City each week to get the items or services they need.

14. What type of retail would you most like to come to Sammamish?



N= 225

"Entertainment options- live music, sports bar or movies. Somewhere (anywhere) to go on date night that does not close at 10pm..."

"More retail. Glassybaby would be nice. More boutique stores. Maybe a brewery or a winery."

"A really good hardware store like McLendon, Ace or True Value would be terrific!"

"Restaurants, breweries, coffee shops, other hang-out, meet-friends, date-night types of venues. Must have interesting decor & facades, and must be high quality."

Strategic Implications

- > The majority of Sammamish residents have to travel outside of the City each week to get the items or services they need.

15. What are the greatest challenges you see for Sammamish's local economy?

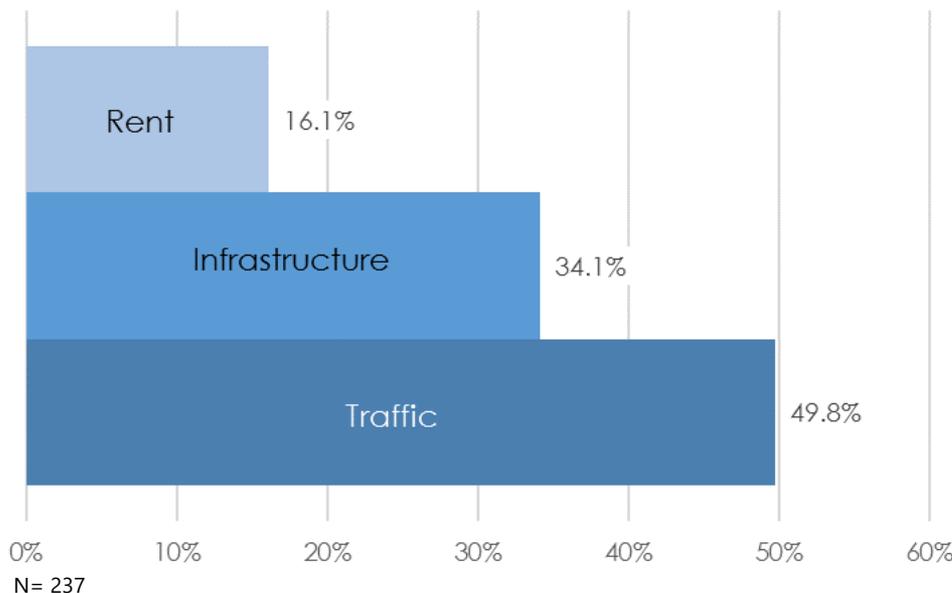


Exhibit 3

"Retail space rent is very expensive! My husband recently pursued starting a craft brewery in Sammamish and gave up because space was too expensive."

"Our infrastructure is woefully inadequate to support Sammamish and should be improved before any new businesses or homes are built."

"Traffic! We just don't have the roads to accommodate that many more people."

Strategic Implications

- > Traffic and infrastructure are the two largest challenges Sammamish residents see for the local economy. These two concerns are highly intertwined, with a need for better road development to alleviate heavy traffic in Sammamish.

F

Business & Community Response Summary

The following represents an overall assessment of common themes amongst both businesses owners and residents.

COMMON THEME: The perspectives of the public and business owners overlap significantly, largely because many business owners are also Sammamish residents.

Greatest Assets

- > The community
- > High income-earning residents
- > Location

Greatest Challenges

- > Traffic
- > Cost of housing

Desired Commercial Development

- > Small-scale development
- > Local businesses
- > More sit-down, non-chain restaurants
- > Entertainment options
- > Business diversity

Exhibit 4



City of Sammamish

ECONOMIC DEVELOPMENT STRATEGIC RECOMMENDATIONS

May 15, 2017

Presented by Community Attributes to the City of Sammamish



Exhibit 4

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Exhibit 4

INTRODUCTION AND BACKGROUND

About the Project

The City of Sammamish was awarded an economic development grant from the Port of Seattle through the Economic Development Partnership Program. The Port's primary goal with the grant program is to facilitate growth in business, jobs and economic activity in participating municipalities. The City and Port have collaborated to develop a project focused on improving the City's ability to attract and retain business while simultaneously preparing for future growth.

In 2013 Community Attributes worked with the City to prepare an economic development strategy. The work included a detailed analysis of the City's demographics and local economy. Community Attributes joined the City again in 2017 to help with the current economic development effort. Key components of the project include an update of the City's economic and demographic data, development of online business communication tools, and outreach with local businesses and community stakeholders. A core component of the project are strategic recommendations based on the aforementioned efforts.

Key Project Tasks

- ◆ Produce an updated demographic and economic profile of the City and leverage for new business communication materials
- ◆ Help the City establish a new business web portal and incorporate a new business fact sheet
- ◆ Provide opportunities for outreach with the public and local business stakeholders
- ◆ Develop recommendations for the City to guide future economic development efforts

Project Components

The following three tasks were key drivers of the strategic recommendations. They were leveraged to establish potential opportunities and also ensure that the recommendations reflect current market conditions, economic realities and sentiments from both business owners and the broader community.

- ◆ Economic Profile
- ◆ Business Portal Website and Fact Sheet
- ◆ Community View Points

Below is a brief summary of the Community Viewpoints report and Demographic and Economic Profile.

COMMUNITY VIEW POINTS

Community Attributes interviewed 11 business owners and evaluated comments from over 260 people that participated in a virtual town hall hosted by the City. The viewpoint of local residents and business owners were leveraged to develop the strategic recommendations for the City. On the following page is a summary of the common themes and findings from this effort. For more details please see the Sammamish Community Viewpoints 2017 report available through the City.

STRATEGIC RECOMMENDATIONS

Purpose and Use

The strategic recommendations developed for the City of Sammamish by Community Attributes Inc. (CAI) reflect both our recent analysis of the City (see the Demographic and Economic Profile as well as the Community Viewpoints report) and past economic development and technical analysis completed in 2014 and 2015. The recommendations represent our assessment of the City's opportunities for economic growth. They also represent what we heard from both local business owners and the broader community. They are intended to serve as a launching point to future economic initiatives for the City. The recommendations are also meant to be viewed as options for the City to consider and are not formally adopted by City leadership. In effect, the strategic recommendations can be used to guide future actions related to economic development if the City so chooses.

How to use the recommendations – Values and Observations

The strategic recommendations are organized by values that CAI recognized during our analysis of the community and local economy. They were informed by our observations and findings in the Demographic and Economic Profile as well as the Community Viewpoints report. These two elements form the organizing framework for our strategic recommendations.

I. DIVERSE

Expand and diversify retail, services and amenities to ensure that local needs can be met locally

II. HOMEGROWN

Encourage entrepreneurship, the creation of locally-owned businesses and community-minded development

III. DYNAMIC

Pursue economic vitality that makes Sammamish a more complete place, with options to live, work and play

IV. OPPORTUNISTIC

Capitalize on the plateau's unique geographic setting to harness local talent and captive consumers

V. LIVABLE

Ensure that economic growth occurs in a coordinated way that improves, not compromises, Sammamish's high quality of life

Definitions

As previously mentioned, the strategic recommendations are organized by values and observations. Each value contains a series of strategies and actions for the City to consider. Below is a summary of how CAI defines the organizing principles of the strategic recommendations.

Values: Issues of importance for Sammamish residents and businesses

Observations: Findings relevant to the values (from data and outreach)

Under each value/observation there is the following:

Strategy: An approach to support the value identified through the project

Potential Action: A specific and measurable task necessary to implement a strategy

I. DIVERSE

Expand and diversify retail, services and amenities to ensure that local needs can be met locally

Data showed approximately \$278 million in retail spending leakage in Sammamish, indicating that Sammamish residents do a significant portion of their spending outside of Sammamish; according to a City facilitated survey, 68% of residents surveyed wanted to see new businesses locate to Sammamish, and 81% of respondents indicated that they currently did less than half of their retail shopping in Sammamish; interviews with business owners pointed toward a business opportunity in filling retail and services gaps on the Plateau; the interviews make it clear that the business community believes that demand for additional retail and services in Sammamish is strong.

POTENTIAL STRATEGIES AND ACTIONS

1. Identify the types of retail and services that are under-represented in Sammamish

- ◆ Produce a detailed trade capture and leakage analysis to supplement survey findings and understand impact of new development
- ◆ Develop “need profiles” for each underrepresented sector to guide retention and attraction efforts

2. Catalogue and market vacant retail spaces and/or properties to retailers that meet target criteria

- ◆ Maintain a list of available commercial properties and assist small businesses looking for space; make this information available on-line

3. Pursue active recruitment of retailers that meet target criteria

- ◆ Coordinate with the Chamber of Commerce to develop a targeted retail recruitment strategy

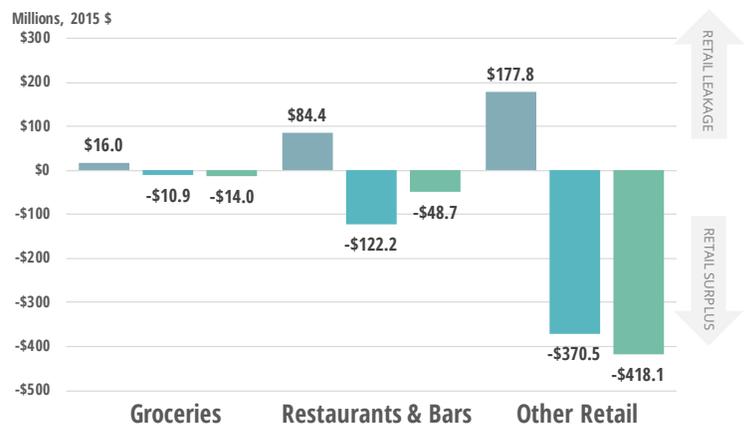
4. Provide appropriate incentives to retail developers with formal plans for high-quality retail space, and ensure that development regulations are efficient and predictable

- ◆ Appoint a designated position to assist new business owners navigating local development regulations and obtain access to federal, state and county-based financial incentives

5. Connect local shoppers with retail and services options in Sammamish

- ◆ In coordination with the Chamber of Commerce plan, design and host a “buy local” campaign
- ◆ Partner with Sammamish businesses to develop a Sammamish shoppers program discount card or similar to encourage local shopping and dining

Retail Trade Capture



Source: Washington State Office of Financial Management, 2016; Washington State Department of Revenue, 2016; Community Attributes Inc., 2017

Retail Leakage: Positive values represent categories where supply is less than demand and local residents are traveling elsewhere to find such retail goods.

Retail Surplus: Negative values represent categories that draw people in from outside the City limits, meaning the retail category draws customers from throughout the region.

II. HOMEGROWN

Encourage entrepreneurship, the creation of locally-owned businesses and community-minded development

Business interviews highlighted a desire by business owners to work in the community that they live in, as well as the importance of community cohesion, and a reliance on “regular” customers, for local businesses; interviewees suggested increasing small-scale, local and non-chain retail options; a survey indicated that the type of new employment that residents would most like to see in Sammamish is “small/local businesses” as well as “restaurants” (50% of respondents selected these as highest priority)

POTENTIAL STRATEGIES AND ACTIONS

1. Identify, catalog, survey and improve support for all home-based businesses in Sammamish

- ♦ Publish a home-based business user guide that is distributed to current and prospective home-based business owners
- ♦ Schedule round table discussions to routinely interact with home-based business owners and other entrepreneurs to determine policy priorities within the City
- ♦ Hold a regular home-based business expo to provided proprietors with marketing opportunities and to make Sammamish residents aware of locally-owned options for shopping and service provision

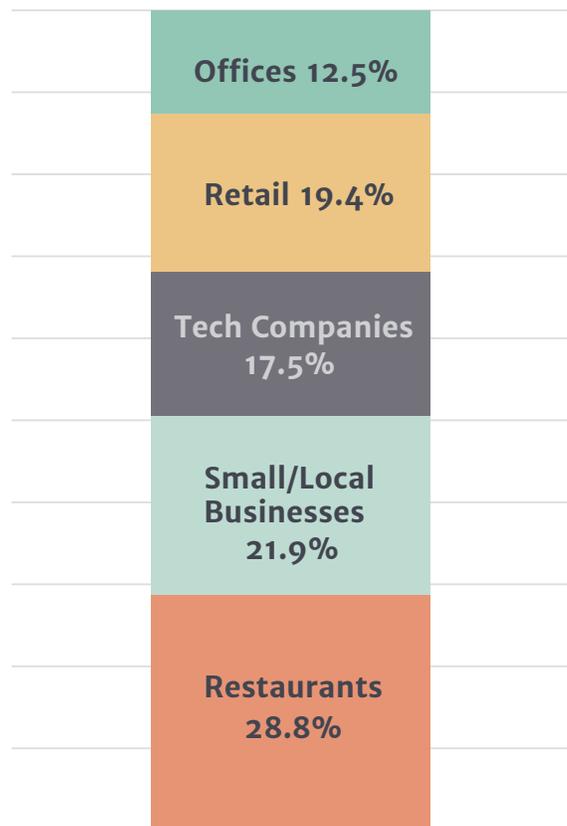
2. Connect entrepreneurs with local and regional resources for small business development

- ♦ Utilize assets like the Small Business Development Center (SBDC), Small Business Administration (SBA), Bellevue College and the Northwest Innovation Resource Center (NIRC) for coaching, professional development and support for existing businesses and entrepreneurs
- ♦ Sponsor and initiate an entrepreneurial fair to bring together prospective entrepreneurs, developers, and other stakeholders (e.g. banks, investors)

3. Provide space for growing businesses to innovate new products and expand operations

- ♦ Evaluate a public-private partnership and related tools to create a makerspace (or similar) in Sammamish

What type of employment opportunities would you like to see in Sammamish?



Source: Sammamish Community Viewpoints Report, 2017.

CAI and the City of Sammamish surveyed local residents and this is what they said about local employment opportunities.

III. DYNAMIC

Pursue economic vitality that makes Sammamish a more complete place, with options to live, work and play

Business interviews repeatedly pointed toward a need for improved transit and walkability, as well as a broader range of entertainment options, such as a bowling alley or performing arts center; survey respondents want to see small-scale, mixed-use centers that provide a range of commercial options and, where appropriate, additional housing

POTENTIAL STRATEGIES AND ACTIONS

- 1. Evaluate the potential for a broader and comprehensive economic development strategic plan**
 - ◆ Conduct a workshop with City Council to discuss economic goals and priorities
 - ◆ Create a complete economic development strategic plan for the City that unites current and future economic development efforts
- 2. Continue to implement the vision for Town Center**
 - ◆ Produce a developer outreach strategy to recruit new development projects in Town Center
- 3. Support the existing business community**
 - ◆ Help to organize a lecture series that features local businesses and residents and also feature outside perspectives on entrepreneurship and economic development
- 4. Improve multi-modal connections in and around Sammamish**
 - ◆ Continue to enhance bicycle and pedestrian infrastructure citywide with a focus on connecting existing and emerging commercial centers

IMPROVE TRANSIT ACCESSIBILITY AND WALKABILITY

Enhancing transit options and service could reduce traffic and provide commuting employees with a quicker, more cost-effective way to get to work. Linking commercial centers with walkways would increase foot traffic as well as ease parking challenges.

– Community Viewpoints Summary , 2017

IV. OPPORTUNISTIC

Capitalize on the plateau's unique geographic setting to harness local talent and captive consumers

Only 4% of Sammamish residents (who are employed) currently work in Sammamish, though these resident-workers are talented and well-educated: 73% of Sammamish residents age 25+ held at least a bachelor's degree in 2015; geographic isolation and traffic provide practical reasons for employees to stay on the plateau during working hours; 54% of residents surveyed believe that Sammamish's location is an economic strength, and 69% of respondents see the city's talented resident base as an economic strength, pointing to an opportunity to keep workers in Sammamish

POTENTIAL STRATEGIES AND ACTIONS

1. Provide opportunities for local residents to work remotely or telecommute to jobs throughout the region

- ◆ Discuss potential for teleworking with Microsoft and other major employers to confirm that a cohort of Sammamish workers are eligible to work outside their corporate office
- ◆ Evaluate a public-private partnership and related tools to create a co-working space in Sammamish
- ◆ Approach developers interested in Town Center with metrics related to market demand and case studies for how similar spaces have operated in other places, as well as letters of support from regional employers

2. Continue to invest in education and workforce development

- ◆ Work with the new CWU campus to align curriculum and offerings with the needs of local residents and businesses alike
- ◆ Through the new CWU campus, explore options for additional programs that are oriented towards professional development and on-going training/certification
- ◆ Support high school jobs fairs and entrepreneurship workshops

- ◆ Aid Sammamish schools in providing programming that will prepare Sammamish youth for work in emerging industries and develop skills required by evolving economic and demographic trends (e.g. computer skills, language proficiency)

3. Expand the Sammamish brand to highlight local productivity

- ◆ Engage in a re-branding and marketing effort for the City
- ◆ Develop a separate web page that focuses on marketing and branding the City and its attraction efforts (Phase II of the business web portal)
- ◆ Build a social media presence and update frequently with content highlighting positive growth and changes underway related to both economic development and quality of life in Sammamish
- ◆ Position Sammamish as an excellent place to incubate technology start-ups and compete aggressively through branding and marketing for spin-off companies that emerge from the clustered talent associated with Microsoft, Amazon, etc.



As part of the City's new business portal CAI developed an icon that could be leveraged in the future to further develop the City's brand.

V. LIVABLE

Ensure that economic growth occurs in a coordinated way that improves, not compromises, Sammamish’s high quality of life

Both businesses owners (via interviews) and residents (through the survey) indicated that the quality of life in Sammamish is an asset; both groups expressed concern over increased traffic and other challenges related to growth; residents were highly conflicted about becoming more of an employment center (about 70% of respondents said “no” or “maybe”) and only 8% identified infrastructure as an economic strength, while 34% and 50% saw infrastructure and traffic as Sammamish’s greatest economic challenge, respectively

POTENTIAL STRATEGIES AND ACTIONS

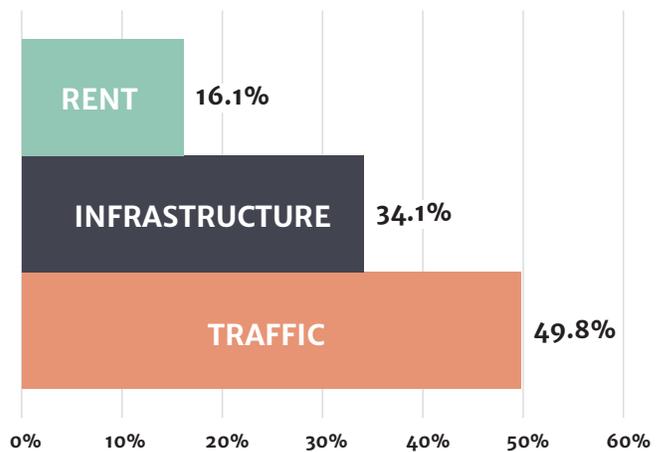
1. Prioritize infrastructure investments that improve the flow of traffic on and off the plateau

- ♦ Invest in the creation of a transit center and transit routes that facilitate movement around, as well as on and off the Plateau or provide alternative transportation routes that easily access such facilities in Issaquah Highlands
- ♦ Coordinate the City’s TMP with economic development efforts to ensure that multimodal connections are supportive of current and future business needs
- ♦ Continue to modernize road network and prioritize streetscape improvements

2. Ensure that new development, where appropriate, provides community amenities such as open space and protects the natural environment

- ♦ Use the UZDP process to achieve a sustainable development pattern in Town Center, focusing on the use of low impact development techniques to minimize storm water runoff and protect valuable wetlands and waterways
- ♦ Analyze the feasibility of incentive programs for private property owners that contribute to environmental remediation and habitat restoration programs

What are the greatest challenges you see for Sammamish’s local economy?



Source: Sammamish Community Viewpoints Report, 2017.

Many residents cited infrastructure and traffic as major challenges facing the City of Sammamish.

IMPLEMENTATION

Using the Implementation Matrix

A key component of the strategic recommendations is CAI’s assessment of the timing, cost and role of the City for each potential action we’ve identified. The following section provides an implementation matrix for the City to leverage when evaluating CAI’s economic development strategic recommendations. The key below provides an explanation of the matrix and the terminology used.

- ◆ Provides details on the role of the City
- ◆ Provides an order of magnitude estimate on potential costs associated with the specific action we recommended
- ◆ Provides an assessment of potential timing for the action based on the City’s role, the potential cost of the action and the relative impact the action might have

Implementation Matrix Key

Timing

Short Term	1-2 years
Mid Term	3-5 years
Long Term	5+ Years

Cost

\$	Minimal upfront investment required
\$\$	Moderate investment required
\$\$\$	Substantial investment and commitment required

City Role

Lead	City would be in a lead role
Indirect Support	City would help indirectly through facility usage and staffing assistance
Direct Support	City would directly support the project through financial, staffing and facilities

Value	Strategy	City Role	Timing	Cost
I. DIVERSE	Strategy 1: identify the types of retail and services that are underrepresented in Sammamish			
	<i>Potential Action: produce a detailed trade capture and leakage analysis to supplement survey findings and understand impact of new development</i>	DIRECT	SHORT TERM	\$
	<i>Potential Action: develop “need profiles” for each underrepresented sector to guide retention and attraction efforts</i>	DIRECT	SHORT TERM	\$
	Strategy 2: catalogue and market vacant retail spaces and/or properties to retailers that meet target criteria			
	<i>Potential Action: maintain a list of available commercial properties and assist small businesses looking for space; make this information available on-line</i>	LEAD	SHORT TERM	\$
	Strategy 3: pursue active recruitment of retailers that meet target criteria			
	<i>Potential Action: Coordinate with the Chamber of Commerce to develop a targeted retail recruitment strategy</i>	LEAD	MID TERM	\$
	Strategy 4: provide appropriate incentives to retail developers with formal plans for high-quality retail space, and ensure that development regulations are efficient and predictable	LEAD	MID TERM	\$\$
	<i>Potential Action: appoint a designated position to assist new business owners navigating local development regulations and obtain access to federal, state and county-based financial incentives</i>	LEAD	SHORT TERM	\$
	Strategy 5: connect local shoppers with retail and services options in Sammamish			
<i>Potential Action: in coordination with the Chamber of Commerce plan, design and host a "buy local" campaign</i>	INDIRECT	SHORT TERM	\$	
<i>Potential Action: partner with Sammamish businesses to develop a Sammamish shoppers program discount card or similar to encourage local shopping and dining</i>	INDIRECT	MID TERM	\$	
II. HOMEGROWN	Strategy 1: identify, catalog, survey and improve support for all home-based businesses in Sammamish			
	<i>Potential Action: publish a home-based business user guide that is distributed to current and prospective home-based business owners</i>	LEAD	SHORT TERM	\$
	<i>Potential Action: schedule roundtable discussions to routinely interact with home-based business owners and other entrepreneurs to determine policy priorities within the City</i>	LEAD	MID TERM	\$
	<i>Potential Action: hold a regular home-based business expo to provided proprietors with marketing opportunities and to make Sammamish residents aware of locally-owned options for shopping and service provision</i>	LEAD	SHORT TERM	\$\$
	Strategy 2: connect entrepreneurs with local and regional resources for small business development			
	<i>Potential Action: utilize assets like the Small Business Development Center (SBDC), Small Business Administration (SBA), Bellevue College and the Northwest Innovation Resource Center (NIRC) for coaching, professional development and support for existing businesses and entrepreneurs</i>	INDIRECT	SHORT TERM	\$
	<i>Potential Action: sponsor and initiate an entrepreneurial fair to bring together prospective entrepreneurs, developers, and other stakeholders (e.g. banks, investors)</i>	DIRECT	MID TERM	\$\$
	Strategy 3: provide space for growing businesses to innovate new products and expand operations			
	<i>Potential Action: evaluate a public-private partnership and related tools to create a makerspace (or similar) in Sammamish</i>	DIRECT	LONG TERM	\$\$\$

Value	Strategy	City Role	Timing	Cost	
III. DYNAMIC	Strategy 1: evaluate the potential for a broader and comprehensive economic development strategic plan				
	<i>Potential Action: conduct a workshop with City Council to discuss economic goals and priorities</i>	LEAD	SHORT TERM	\$	
	<i>Potential Action: create a complete economic development strategic plan for the City that unites current and future economic development efforts</i>	DIRECT	SHORT TERM	\$\$	
	Strategy 2: continue to implement the vision for Town Center				
	<i>Potential Action: produce a developer outreach strategy to recruit new development projects in Town Center</i>	LEAD	SHORT TERM	\$	
	Strategy 3: support the existing business community				
	<i>Potential Action: help to organize a lecture series that features local businesses and residents and also feature outside perspectives on entrepreneurship and economic development</i>	LEAD	MID TERM	\$\$	
	Strategy 4: improve multimodal connections in and around Sammamish				
	<i>Potential Action: continue to enhance bicycle and pedestrian infrastructure citywide with a focus on connecting existing and emerging commercial centers</i>	LEAD	LONG TERM	\$\$\$	
	IV. OPPORTUNISTIC	Strategy 1: provide opportunities for local residents to work remotely or telecommute to jobs throughout the region			
		<i>Potential Action: discuss potential for teleworking with Microsoft and other major employers to confirm that a cohort of Sammamish workers are eligible to work outside their corporate office</i>	LEAD	SHORT TERM	\$
		<i>Potential Action: evaluate a public-private partnership and related tools to create a co-working space in Sammamish</i>	DIRECT	LONG TERM	\$\$\$
<i>Potential Action: approach developers interested in Town Center with metrics related to market demand and case studies for how similar spaces have operated in other places, as well as letters of support from regional employers</i>		DIRECT	MID TERM	\$	
Strategy 2: continue to invest in education and workforce development					
<i>Potential Action: work with the new CWU campus to align curriculum and offerings with the needs of local residents and businesses alike</i>		INDIRECT	LONG TERM	\$	
<i>Potential Action: through the new CWU campus, explore options for additional programs that are oriented towards professional development and on-going training/certification</i>		INDIRECT	LONG TERM	\$\$	
<i>Potential Action: support high school jobs fairs and entrepreneurship workshops</i>		INDIRECT	MID TERM	\$	
<i>Potential Action: aid Sammamish schools in providing programming that will prepare Sammamish youth for work in emerging industries and develop skills required by evolving economic and demographic trends (e.g computer skills, language proficiency)</i>		INDIRECT	MID TERM	\$\$	
Strategy 3: expand the Sammamish brand to highlight local productivity					
<i>Potential Action: engage in a rebranding and marketing effort for the City</i>		DIRECT	SHORT TERM	\$\$	
<i>Potential Action: develop a separate webpage that focuses on marketing and branding the City and it's attraction efforts (Phase II of the business web portal)</i>		DIRECT	SHORT TERM	\$\$	
<i>Potential Action: build a social media presence and update frequently with content highlighting positive growth and changes underway related to both economic development and quality of life in Sammamish</i>		LEAD	SHORT TERM	\$	
<i>Potential Action: position Sammamish as an excellent place to incubate technology start-ups and compete aggressively through branding and marketing for spinoff companies that emerge from the clustered talent associated with Microsoft, Amazon, etc.</i>		LEAD	MID TERM	\$\$	

Value	Strategy	City Role	Timing	Cost
V. LIVABLE	Strategy 1: prioritize infrastructure investments that improve the flow of traffic on and off the plateau			
	<i>Potential Action: invest in the creation of a transit center and transit routes that facilitate movement around, as well as on and off the Plateau or provide alternative transportation routes that easily access such facilities in Issaquah Highlands</i>	INDIRECT	LONG TERM	\$\$\$
	<i>Potential Action: coordinate the City's TMP with economic development efforts to ensure that multimodal connections are supportive of current and future business needs</i>	LEAD	MID TERM	\$\$
	<i>Potential Action: continue to modernize road network and prioritize streetscape improvements</i>	LEAD	LONG TERM	\$\$\$
	Strategy 2: ensure that new development, where appropriate, provides community amenities such as open space and protects the natural environment			
	<i>Potential Action: use the UZDP process to achieve a sustainable development pattern in Town Center, focusing on the use of low impact development techniques to minimize storm water runoff and protect valuable wetlands and waterways</i>	LEAD	LONG TERM	\$
	<i>Potential Action: analyze the feasibility of incentive programs for private property owners that contribute to environmental remediation and habitat restoration programs</i>	LEAD	LONG TERM	\$\$



MEMORANDUM

TO: Melonie Anderson/City Clerk
FROM: Marlene/Finance Department
DATE: June 1, 2017
RE: Claims for June 6, 2017

\$ 175,438.81
 70,127.69
 121,281.67
 75,428.25
 42,263.78
 1,939,515.40
 1,158,073.32
 19,851.49

Top 10 Over \$10,000 Payments

1st American Title Co	\$1,655,410.00	ROW Purchases - SE 4th
Watson Asphalt Paving	\$372,159.77	Pavement Overlay Program
Marshbank Construction	\$241,950.75	Inglewood Hill Stormwater Project
Issaquah School District	\$154,459.50	School Impact Fees - April 2017
Columbia Ford	\$114,846.26	3 New Vehicles
Toll Brothers	\$93,839.09	Cash Bond Refund
Kenyon Disend	\$85,101.69	Attorney Services - April 2017
Clarity Consulting	\$61,114.94	Building Plan Review
Otak	\$51,563.99	Zackuse Creek Project
Lochner	\$47,096.84	SE Iss/Fall City Red Project

TOTAL \$ 3,601,980.41

CHECK # 47327 - #47500

175,438.81 +
 70,127.69 +
 121,281.67 +
 75,428.25 +
 42,263.78 +
 1,939,515.40 +
 1,158,073.32 +
 19,851.49 +
 3,601,980.41G+

Accounts Payable

Check Register Totals Only

User: mdunham
 Printed: 5/12/2017 - 10:13 AM



Check	Date	Vendor No	Vendor Name	Amount	Voucher
47327	05/12/2017	ISD	Issaquah School District	154,459.50	47,327
47328	05/12/2017	PSE	Puget Sound Energy	20,979.31	47,328
Check Total:				175,438.81	

Accounts Payable

Check Register Totals Only

User: mdunham
 Printed: 5/19/2017 - 9:27 AM



Check	Date	Vendor No	Vendor Name	Amount	Voucher
47329	05/19/2017	ICMA401	ICMA 401	50,675.91	47,329
47330	05/19/2017	ICMA457	ICMA457	16,513.62	47,330
47331	05/19/2017	IDHW	Idaho Child Support Receipting	200.00	47,331
47332	05/19/2017	NAVIA	Navia Benefits Solution	2,157.59	47,332
47333	05/19/2017	WASUPPOR	Wa State Support Registry	580.57	47,333
Check Total:				70,127.69	

Accounts Payable

Check Register Totals Only

User: mdunham
 Printed: 5/19/2017 - 9:35 AM



Check	Date	Vendor No	Vendor Name	Amount	Voucher
47334	05/19/2017	BOHANAN	Martin Bohanan	146.25	47,334
47335	05/19/2017	CENTURY	Century Link	52.97	47,335
47336	05/19/2017	COLUMBIA	Columbia Ford	114,846.26	47,336
47337	05/19/2017	PSE	Puget Sound Energy	6,236.19	47,337
Check Total:				121,281.67	

Accounts Payable

Check Register Totals Only

User: mdunham
Printed: 5/22/2017 - 11:39 AM



Check	Date	Vendor No	Vendor Name	Amount	Voucher
47338	05/22/2017	KENYON2	Kenyon Disend PLLC	75,428.25	47,338
				<u>75,428.25</u>	
Check Total:				<u>75,428.25</u>	

Accounts Payable

Check Register Totals Only

User: mdunham
Printed: 5/23/2017 - 2:13 PM



Check	Date	Vendor No	Vendor Name	Amount	Voucher
47339	05/23/2017	US BANK	U. S. Bank Corp Payment System	42,263.78	47,339
				<u>42,263.78</u>	
Check Total:				<u>42,263.78</u>	

Accounts Payable

Check Register Totals Only

User: mdunham
 Printed: 5/26/2017 - 11:25 AM



Check	Date	Vendor No	Vendor Name	Amount	Voucher
47340	05/26/2017	Banner	Banner Bank	15,577.07	47,340
47341	05/26/2017	BUDCLARY	Bud Clary Chevrolet	24,355.31	47,341
47342	05/26/2017	WAEMP	State of Wa Employment Security Dep	492.42	47,342
47343	05/26/2017	1STAMERI	First American Title Company	9,100.00	47,343
47344	05/26/2017	1STAMERI	First American Title Company	48,000.00	47,344
47345	05/26/2017	1STAMERI	First American Title Company	22,440.00	47,345
47346	05/26/2017	1STAMERI	First American Title Company	28,075.00	47,346
47347	05/26/2017	1STAMERI	First American Title Company	12,610.00	47,347
47348	05/26/2017	1STAMERI	First American Title Company	68,000.00	47,348
47349	05/26/2017	1STAMERI	First American Title Company	6,985.00	47,349
47350	05/26/2017	1STAMERI	First American Title Company	39,600.00	47,350
47351	05/26/2017	1STAMERI	First American Title Company	20,640.00	47,351
47352	05/26/2017	1STAMERI	First American Title Company	136,000.00	47,352
47353	05/26/2017	1STAMERI	First American Title Company	23,156.00	47,353
47354	05/26/2017	1STAMERI	First American Title Company	227,000.00	47,354
47355	05/26/2017	1STAMERI	First American Title Company	136,000.00	47,355
47356	05/26/2017	1STAMERI	First American Title Company	37,000.00	47,356
47357	05/26/2017	1STAMERI	First American Title Company	5,880.00	47,357
47358	05/26/2017	1STAMERI	First American Title Company	11,810.00	47,358
47359	05/26/2017	1STAMERI	First American Title Company	310,464.00	47,359
47360	05/26/2017	1STAMERI	First American Title Company	220,000.00	47,360
47361	05/26/2017	1STAMERI	First American Title Company	66,900.00	47,361
47362	05/26/2017	1STAMERI	First American Title Company	47,000.00	47,362
47363	05/26/2017	1STAMERI	First American Title Company	52,000.00	47,363
47364	05/26/2017	1STAMERI	First American Title Company	92,000.00	47,364
47365	05/26/2017	1STAMERI	First American Title Company	31,000.00	47,365
47366	05/26/2017	1STAMERI	First American Title Company	3,750.00	47,366
47367	05/26/2017	MARSHBAN	Marshbank Construction	241,950.75	47,367
47368	05/26/2017	McINTYRE	Doug McIntyre	576.40	47,368
47369	05/26/2017	OZBOLT	Lindsey Ozbolt	395.57	47,369
47370	05/26/2017	PSE	Puget Sound Energy	757.88	47,370

Check Total: 1,939,515.40

Accounts Payable

Check Register Totals Only

User: mdunham
 Printed: 5/31/2017 - 2:04 PM



Check	Date	Vendor No	Vendor Name	Amount	Voucher
47371	06/06/2017	1STAMERI	First American Title Company	1,321.20	47,371
47372	06/06/2017	ALLIEDBO	Allied Body Works	3,124.00	47,372
47373	06/06/2017	ALLTRAFF	All Traffic Solutions, Inc	3,000.00	47,373
47374	06/06/2017	ARCHIVES	ArchiveSocial Inc	4,788.00	47,374
47375	06/06/2017	BACKFLOW	Backflows Northwest	1,106.95	47,375
47376	06/06/2017	BACKGROU	Background Source Intl	724.00	47,376
47377	06/06/2017	BADGLEY	Badgley Landscape LLC	28,739.74	47,377
47378	06/06/2017	BATZEL	Stella Batzel	132.00	47,378
47379	06/06/2017	BEST	Best Parking Lot Cleaning, Inc	16,414.42	47,379
47380	06/06/2017	BHC	BHC Consultants, LLC	5,600.00	47,380
47381	06/06/2017	BMC	BMC East LLC	306.24	47,381
47382	06/06/2017	BOHANAN	Martin Bohanan	44.75	47,382
47383	06/06/2017	BUILDERS	Builders Exchange of WA	330.80	47,383
47384	06/06/2017	CADMAN	Cadman, Inc.	1,738.06	47,384
47385	06/06/2017	CDW	CDW Govt Inc	14,317.67	47,385
47386	06/06/2017	CENTURY	Century Link	66.99	47,386
47387	06/06/2017	CLARITY	Clarity Consulting Engineers	61,114.94	47,387
47388	06/06/2017	CLARK	Clark's Towing & Repair	141.90	47,388
47389	06/06/2017	CODEPUB	Code Publishing Inc	637.50	47,389
47390	06/06/2017	COMCAST2	Comcast	369.15	47,390
47391	06/06/2017	COMCHEM	Commercial Chemtech, Inc	137.50	47,391
47392	06/06/2017	DAILY	Daily Journal of Commerce	940.00	47,392
47393	06/06/2017	DEMARCHE	Demarche Consulting Group Inc	11,960.00	47,393
47394	06/06/2017	DIAZ	Isabel Diaz	116.31	47,394
47395	06/06/2017	DYSON	Karen Dyson	1,200.00	47,395
47396	06/06/2017	ELECTRIC	Electric Lightwave	1,904.01	47,396
47397	06/06/2017	ELMERS	Elmer's Flag & Banner	499.29	47,397
47398	06/06/2017	ESA	ESA	2,250.68	47,398
47399	06/06/2017	FASTENAL	Fastenal Industrial Supplies	569.73	47,399
47400	06/06/2017	FASTSIGN	Fastsigns Bellevue	2,695.00	47,400
47401	06/06/2017	FIREPROT	Fire Protection, Inc.	2,389.87	47,401
47402	06/06/2017	GALT	John E. Galt	10,560.00	47,402
47403	06/06/2017	GRAINGER	Grainger	225.97	47,403
47404	06/06/2017	HAINESFI	Haines Fire & Risk Consulting	4,992.99	47,404
47405	06/06/2017	HENDRIKU	Hendrikus Organics, Inc.	1,683.00	47,405
47406	06/06/2017	HERMANO	Hermanson Co LLP	3,990.69	47,406
47407	06/06/2017	HIGHWAYS	Highway Specialties LLC	5,940.00	47,407
47408	06/06/2017	HOMEDE	Home Depot	1,283.85	47,408
47409	06/06/2017	HONEY	Honey Bucket	4,019.86	47,409
47410	06/06/2017	HOWARD	Lyman Howard	238.23	47,410
47411	06/06/2017	HWA	HWA GeoSciences, Inc	3,562.00	47,411
47412	06/06/2017	iland	Iland Internet Solutions	10,779.80	47,412
47413	06/06/2017	INTERCOM	Inter Com Language Services	390.00	47,413
47414	06/06/2017	ISSCEDAR	Issaquah Cedar & Lumber	49.34	47,414
47415	06/06/2017	JCWILDLI	JC Wildlife Consultant	5,800.00	47,415
47416	06/06/2017	KCBLANK	King County Finance	4,207.40	47,416
47417	06/06/2017	KCDNRP	King County Dept of Natural Resources	151.05	47,417
47418	06/06/2017	KCRADIO	King Cty Radio Comm Svcs	1,072.50	47,418
47419	06/06/2017	KENYON2	Kenyon Disend PLLC	85,101.69	47,419
47420	06/06/2017	KINGFI	King County Finance A/R	5,644.81	47,420

Check	Date	Vendor No	Vendor Name	Amount	Voucher
47421	06/06/2017	KINGGIS	King County Finance	1,024.00	47,421
47422	06/06/2017	KINGREC	King County Recorder	1,000.00	47,422
47423	06/06/2017	KINGWAT	King County Finance	6,375.67	47,423
47424	06/06/2017	KPG	KPG Interdisciplinary Design	9,960.00	47,424
47425	06/06/2017	LACOUTUR	Julia Lacouture	500.00	47,425
47426	06/06/2017	LENISZEW	Steve Leniszewski	44.95	47,426
47427	06/06/2017	LESSCHWA	Les Schwab Tire Center	2,287.86	47,427
47428	06/06/2017	LOCHNER	Lochner, Inc.	47,096.84	47,428
47429	06/06/2017	MINUTE	Minuteman Press	1,958.89	47,429
47430	06/06/2017	MOBERLY	Lynn Moberly	12,570.00	47,430
47431	06/06/2017	MORUP	Morup Signs Inc	885.00	47,431
47432	06/06/2017	NAPA	NAPA Auto Parts	1,010.68	47,432
47433	06/06/2017	NEWPIG	New Pig Corp	1,522.02	47,433
47434	06/06/2017	NUVELOCI	Nuvelocity	2,176.31	47,434
47435	06/06/2017	OTAK	Otak	51,563.99	47,435
47436	06/06/2017	PACGOLF	Pacific Golf & Turf	1,389.27	47,436
47437	06/06/2017	PACSOIL	Pacific Topsoils, Inc	3,553.88	47,437
47438	06/06/2017	PAPE	Pape Machinery	690.83	47,438
47439	06/06/2017	PATMAT	Matthew Patterson	1,200.00	47,439
47440	06/06/2017	PERRYDEB	Debra Perry	248.00	47,440
47441	06/06/2017	PERTEET	Perteet, Inc.	39,448.95	47,441
47442	06/06/2017	PLANTSCA	Plantscapes, Inc	23,651.10	47,442
47443	06/06/2017	POA	Pacific Office Automation	1,328.15	47,443
47444	06/06/2017	PROVAC	PRO-VAC	39,970.89	47,444
47445	06/06/2017	PROVHEAL	Providence Health Services	500.00	47,445
47446	06/06/2017	QUALITYT	Quality Towing, Inc.	1,508.66	47,446
47447	06/06/2017	RICH	Rich Landscaping, Inc.	5,270.83	47,447
47448	06/06/2017	RRJ	RRJ Company LLC	32,255.88	47,448
47449	06/06/2017	SAM	Sammamish Plateau Water Sewer	3,022.68	47,449
47450	06/06/2017	SAUERPHI	Philip Sauerbrey	500.00	47,450
47451	06/06/2017	SAWKAR	Srish Sawkar	420.00	47,451
47452	06/06/2017	SDA	Site Development Associates LLC	1,445.00	47,452
47453	06/06/2017	SECUREAS	Secure A Site, Inc	95.04	47,453
47454	06/06/2017	SEQUOYAH	Sequoyah Electric, LLC	2,622.18	47,454
47455	06/06/2017	SHERWIN	Sherwin-Williams Company	27.60	47,455
47456	06/06/2017	SITEONE	Site One Landscape Supply LLC	904.55	47,456
47457	06/06/2017	SONG	Chun Song	33.06	47,457
47458	06/06/2017	STAPLES	Staples Advantage	3,452.07	47,458
47459	06/06/2017	STEINLOT	Stein Lotzkar & Starr P.S. Inc	4,200.00	47,459
47460	06/06/2017	STEWARTB	Bud Stewart	10.00	47,460
47461	06/06/2017	SUMNERLA	Sumner Lawn & Saw	6,505.77	47,461
47462	06/06/2017	SUNBELT	Sunbelt Rentals	4,996.99	47,462
47463	06/06/2017	SUPPLYWO	Supplyworks	3,413.57	47,463
47464	06/06/2017	SWIFTTRE	Swift Tree Care	1,760.00	47,464
47465	06/06/2017	THOMASLI	Lisa Thomas	55.00	47,465
47466	06/06/2017	TOLL	Toll Brothers Wa LP	93,839.09	47,466
47467	06/06/2017	TOPTOBOT	Top To Bottom Janitorial, Inc	12,666.25	47,467
47468	06/06/2017	TRI-TEC	Tri-Tec Communications, Inc	3,579.40	47,468
47469	06/06/2017	TROUT	Trout Unlimited	5,000.00	47,469
47470	06/06/2017	ULINE	ULINE Shipping Supplies	4,060.89	47,470
47471	06/06/2017	UNITRENT	United Rentals NA, Inc	468.36	47,471
47472	06/06/2017	UNIVER	Universal Field Services, Inc	1,093.86	47,472
47473	06/06/2017	USPOST	U.S. Postal Service	225.00	47,473
47474	06/06/2017	VERMEER	Vermeer NW Sales, Inc	401.36	47,474
47475	06/06/2017	VOYAGER	Voyager	5,509.12	47,475
47476	06/06/2017	WAAUDIT	Wa State Auditor's Office	5,622.93	47,476
47477	06/06/2017	WAECOL	Wa State Dept of Ecology	126.00	47,477
47478	06/06/2017	WALIC	Wa Dept of Licensing	450.00	47,478
47479	06/06/2017	WARNES	Dec Warnes	65.00	47,479

Check	Date	Vendor No	Vendor Name	Amount	Voucher
47480	06/06/2017	WATRACTO	Washington Tractor	746.36	47,480
47481	06/06/2017	WATSON	Watson Asphalt Paving Co	372,159.77	47,481
47482	06/06/2017	WATSONSE	Watson Security	1,333.16	47,482
47483	06/06/2017	WAWORK	Washington Workwear Stores Inc	146.60	47,483
47484	06/06/2017	WC3	West Coast Code Consultants, Inc	3,410.00	47,484
47485	06/06/2017	WERRE	Lisa Werre	38.00	47,485
47486	06/06/2017	WESCOM	Wescom	840.00	47,486
47487	06/06/2017	WISELL	A.M. Wisell/Andrew Traudes Wisell	55.00	47,487
47488	06/06/2017	ZUMAR	Zumar Industries, Inc.	3,407.13	47,488
				1,158,073.32	
Check Total:					

Accounts Payable

Check Register Totals Only

User: mdunham
 Printed: 6/1/2017 - 9:27 AM



Check	Date	Vendor No	Vendor Name	Amount	Voucher
47489	06/06/2017	BRS	Barker Rinker Seacat Architecture	8,563.49	47,489
47490	06/06/2017	BERK	Berk Consulting, Inc.	3,335.50	47,490
47491	06/06/2017	CALPORT	CalPortland Company	602.47	47,491
47492	06/06/2017	FASTSIGN	Fastsigns Bellevue	31.44	47,492
47493	06/06/2017	HIGHWAYS	Highway Specialties LLC	1,127.50	47,493
47494	06/06/2017	HWA	HWA GeoSciences, Inc	582.49	47,494
47495	06/06/2017	maren	Mareneos Rock Center	693.00	47,495
47496	06/06/2017	MIG/SvR	MIG/SvR	1,043.10	47,496
47497	06/06/2017	MINUTE	Minuteman Press	27.50	47,497
47498	06/06/2017	MORUP	Morup Signs Inc	295.00	47,498
47499	06/06/2017	PORTERKA	Karen Porterfield	3,000.00	47,499
47500	06/06/2017	SWIFTTRE	Swift Tree Care	550.00	47,500
Check Total:				19,851.49	



Sammamish, Washington
~ Proclamation ~

- WHEREAS,** Honor Guards of America, consisting of former and retired military, police, fire fighters, emergency medical service (EMS) responders, chiefs, and other agency personnel, and their families and communities face an increasingly difficult role as they protect and serve the nation and public; and
- WHEREAS,** in 2016, 16 military, 140 law enforcement officers, 68 firefighters, 15 EMS personnel, and 7 chiefs across the nation lost their lives in the line of duty, representing the highest line of duty death (LODD) in years; and
- WHEREAS,** the men and women who wear these uniforms understand the dangers of their job, but they heed call to serve and willingly face those risks every day in order to create a safe nation and communities for all Americans; and
- WHEREAS,** Honor Guards Day honors the sacrifices made by those who wear the uniform; plan the services for our fallen; march and present the colors with honor; stand watch over our fallen in all weather; and comfort those in duress; and
- WHEREAS,** the City of Sammamish recognizes and appreciates the sacrifices of Honor Guards and their families and supports their efforts to keep the state of Washington a safe place to work, live and visit;

NOW, THEREFORE, I, Don Gerend, Mayor, on behalf of the Sammamish City Council does hereby proclaim

the day of **July 1, 2017,** as **Honor Guards Day**

Mayor, Donald J. Gerend

Date





Sammamish, Washington
Proclamation
GOLD AWARD DAY
Saturday, June 10, 2017



WHEREAS, Each year, hundreds of Girl Scouts contribute more than 10,000 hours of service while earning the Gold and Silver Awards.

WHEREAS, Whether they're working to eliminate traffic collisions, building libraries near and far, or energizing folks to donate blood,

WHEREAS, Girl Scouts are making the world a better place for all of us.

WHEREAS, A Gold Award Gala will be held on Saturday, June 10th at the Museum of Flight on 9404 E Marginal Way S in Seattle. Check in time of 5:30 pm with the Award Ceremony held at 6:00 pm

NOW, THEREFORE BE IT RESOLVED that I, **Mayor Donald Gerend**, on behalf of the Sammamish City Council, do hereby proclaim **Saturday, June 10, 2017** as **Girl Scouts Gold Award Day** in the **City of Sammamish**, and urge all employees and residents to participate in acknowledging our Girl Scout Troops.

Mayor, Donald J. Gerend

Date





Meeting Date: June 6, 2017

Date Submitted: May 11, 2017

Originating Department: Finance IT

Clearances:

- | | | |
|--|---|---|
| <input checked="" type="checkbox"/> Attorney | <input type="checkbox"/> Community Development | <input type="checkbox"/> Parks & Recreation |
| <input type="checkbox"/> Admin Services | <input type="checkbox"/> Eastside Fire and Rescue | <input type="checkbox"/> Police |
| <input checked="" type="checkbox"/> City Manager | <input checked="" type="checkbox"/> Finance & IT | <input type="checkbox"/> Public Works |

Subject: Second Reading of an ordinance amending the 2017-2018 City Biennial Budget to update 2017 beginning fund balances based on actual 2016 ending fund balances and carry forward expenditures from 2016 to 2017.

Action Required: This is the second reading. The ordinance may be adopted, thereby adopting the beginning fund balance adjustments to the 2017-2018 budget and the 2016 carryforward requests.

Exhibits:

1. Ordinance
2. Table A, 2017-2018 Biennial Budget Summary
3. Budget Carryforward Summary

Budget: \$237,969,101 for 2017-2018 with Transfers and Ending Fund Balance.

Summary Statement:

This ordinance increases total Beginning Fund Balance by \$20,671,495 to reflect the actual 2016 activity through the end of 2016 and allows for net carry forward requests of \$10,581,551. The carry forward requests include \$5,508,000 for the SE 4th Street improvement project and \$1,700,000 for the Inglewood Hill Stormwater project in the Stormwater and Transportation capital funds, \$1,000,000 for the 212th (Snake Hill) project, \$450,000 for the 212th GAP project, \$712,000 for Parks projects, \$943,551 for pavement overlays, and \$268,000 of funds to complete work that was budgeted in the 2015-2016 Biennial Budget but not completed by the end of 2016. The end result of this update to the 2017-2018 Biennial Budget is a net increase in total budgeted Ending Fund Balance of \$10,089,944.

Background:

2016 expenditures were \$33,712,529 below budgeted levels. \$10,581,551 reflects costs that were budgeted in 2016 but are not anticipated to be incurred until 2017. The remaining \$23,130,978 reflects savings realized across all funds.

The 2017-2018 Biennial Budget was adopted by Council on November 15, 2016 (Ordinance No. O2016-423). The adjustments proposed would update the current biennial budget with the amended 2017-2018 Biennial Budget outlined in Table A.

Financial Impact:

The total 2017-2018 Biennial Budget with Transfers and Ending Fund Balance will increase from \$216,947,606 to \$237,969,101.

Recommended Motion:

Motion to adopt O2017-XXX, adopting 2017 Beginning Fund Balance adjustments to the 2017-2018 budget and the 2016 carryforward requests.

**CITY OF SAMMAMISH
WASHINGTON
ORDINANCE No. O2017-_____**

**AN ORDINANCE OF THE CITY OF SAMMAMISH,
WASHINGTON, AMENDING ORDINANCE NO. O2016-423,
THE 2017-2018 CITY BUDGET, FOR THE PURPOSE OF
REVISING THE 2017-2018 BIENNIAL BUDGET.**

WHEREAS, the City Council adopted Ordinance No. O2016-423, establishing the City's Biennial Budget for the years 2017-2018; and

WHEREAS, the City budget set forth anticipated revenues and expenditures for the forthcoming years; and

WHEREAS, during 2016, certain budgeted revenues and expenditures have increased or decreased and the City Council wishes to amend the City Budget to reflect the 2017 actual beginning fund balances resulting from the revenues and expenditures as received and incurred; and

WHEREAS, certain commitments were made as part of the 2015-2016 Biennial Budget for projects that were not completed by December 31, 2016 and funds related to these commitments need to be carried forward for payment into 2017;

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

Section 1. Ordinance No. O2016-423, adopted November 15, 2016, relating to the City of Sammamish's 2017-2018 budget, is hereby amended to adopt the revised budget for the 2017-2018 biennium in the amounts and for the purposes as shown on the attached Table A.

Section 2. The provisions of this ordinance are declared separate and severable. The invalidity of any clause, sentence, paragraph, subdivision, section, or portion of this ordinance or the invalidity of the application thereof to any person or circumstance, shall not affect the validity of the remainder of the ordinance, or the validity of its application to other persons or circumstances.

Section 3. This Ordinance shall be published in the official newspaper of the City, and shall take effect and be in full force five (5) days after the date of publication.

**PASSED BY THE CITY COUNCIL OF THE CITY OF SAMMAMISH,
WASHINGTON ON THIS 6th DAY OF JUNE 2017.**

CITY OF SAMMAMISH

Mayor Donald J. Gerend

Attest:

Melonie Anderson, City Clerk

Approved as to form:

Michael Kenyon, City Attorney

Filed with the City Clerk: May 11, 2017
First Reading: May 16, 2017
Passed by the City Council:
Date of Publication:
Effective Date:

**CITY OF SAMMAMISH
ORDINANCE O2017-XXX
2017-2017 BIENNIAL BUDGET AMENDMENT: TABLE A**

2017-2018 BIENNIAL BUDGET = \$237,969,101									
FUND		BEGINNING		REVENUES &		EXPENDITURES		ENDING	
		BALANCE		OTHER SOURCES		& OTHER USES		BALANCE	
		2017-2018		2017-2018		2017-2018		2017-2018	
		Original	Revised	Original	Revised	Original	Revised	Original	Revised
001	General Fund	\$ 11,828,505	\$ 19,733,831	\$ 83,597,880	\$ 83,597,880	\$ 89,733,129	\$ 90,206,129	\$ 5,693,256	\$ 13,125,582
101	Street Fund	7,359,844	9,371,902	14,697,300	14,697,300	15,601,714	16,545,265	6,455,430	7,523,937
201	G.O. Debt Service Fund	-	-	1,090,666	1,090,666	1,090,666	1,090,666	-	-
301	CIP General Fund	4,651,508	3,845,399	10,000	360,000	4,050,000	4,050,000	611,508	155,399
302	CIP Parks Fund	8,900,000	12,170,946	9,120,000	9,120,000	17,686,500	18,398,500	333,500	2,892,446
340	CIP Transportation	23,612,026	29,965,618	26,141,500	26,141,500	47,679,467	54,929,467	2,074,059	1,177,651
408	Surface Water Management-Operating Fund	2,513,919	2,736,677	10,094,000	10,094,000	12,051,830	12,051,830	556,089	778,847
438	Surface Water Management-CIP Fund	1,951,000	3,506,554	5,719,500	5,719,500	7,121,768	8,529,768	548,732	696,286
501	Equipment Replacement Fund	1,091,706	1,022,162	895,792	895,792	1,092,070	1,092,070	895,428	825,884
502	Information Services Replacement Fund	368,660	439,433	2,403,000	2,403,000	2,454,250	2,599,250	317,410	243,183
503	Risk Management Fund	239,800	395,941	661,000	661,000	732,000	732,000	168,800	324,941
2017-2018 TOTAL BIENNIAL BUDGET		\$ 62,516,968	\$ 83,188,463	\$ 154,430,638	\$ 154,780,638	\$ 199,293,394	\$ 210,224,945	\$ 17,654,212	\$ 27,744,156

2017 ANNUAL BUDGET FOR REFERENCE PURPOSES

	FY 2017		FY 2017		FY 2017		FY 2017		
	Original	Revised	Original	Revised	Original	Revised	Original	Revised	
	001	General Fund	\$ 11,828,505	\$ 19,733,831	\$ 41,463,190	\$ 41,463,190	\$ 44,890,356	\$ 45,363,356	\$ 8,401,339
101	Street Fund	7,359,844	9,371,902	7,339,300	7,339,300	8,001,407	8,944,958	6,697,737	7,766,244
201	G.O. Debt Service Fund	-	-	546,666	546,666	546,666	546,666	-	-
301	CIP General Fund	4,651,508	3,845,399	5,000	355,000	4,025,000	4,025,000	631,508	175,399
302	CIP Parks Fund	8,900,000	12,170,946	4,560,000	4,560,000	11,166,000	11,878,000	2,294,000	4,852,946
340	CIP Transportation	23,612,026	29,965,618	13,711,500	13,711,500	22,596,878	29,846,878	14,726,648	13,830,240
408	Surface Water Management-Operating Fund	2,513,919	2,736,677	4,987,000	4,987,000	6,300,265	6,300,265	1,200,654	1,423,412
438	Surface Water Management-CIP Fund	1,951,000	3,506,554	3,127,000	3,127,000	4,086,365	5,494,365	991,635	1,139,189
501	Equipment Replacement Fund	1,091,706	1,022,162	447,896	447,896	420,890	420,890	1,118,712	1,049,168
502	Information Services Replacement Fund	368,660	439,433	1,201,500	1,201,500	1,302,050	1,447,050	268,110	193,883
503	Risk Management Fund	239,800	395,941	330,500	330,500	362,400	362,400	207,900	364,041
TOTAL BUDGET		\$ 62,516,968	\$ 83,188,463	\$ 77,719,552	\$ 78,069,552	\$ 103,698,277	\$ 114,629,828	\$ 36,538,243	\$ 46,628,187

2018 ANNUAL BUDGET FOR REFERENCE PURPOSES

	FY 2018		FY 2018		FY 2018		FY 2018		
	Original	Revised	Original	Revised	Original	Revised	Original	Revised	
	001	General Fund	\$ 8,401,339	\$ 15,833,665	\$ 42,134,690	\$ 42,134,690	\$ 44,842,773	\$ 44,842,773	\$ 5,693,256
101	Street Fund	6,697,737	7,766,244	7,358,000	7,358,000	7,600,307	7,600,307	6,455,430	7,523,937
201	G.O. Debt Service Fund	-	-	544,000	544,000	544,000	544,000	-	-
301	CIP General Fund	631,508	175,399	5,000	5,000	25,000	25,000	611,508	155,399
302	CIP Parks Fund	2,294,000	4,852,946	4,560,000	4,560,000	6,520,500	6,520,500	333,500	2,892,446
340	CIP Transportation	14,726,648	13,830,240	12,430,000	12,430,000	25,082,589	25,082,589	2,074,059	1,177,651
408	Surface Water Management-Operating Fund	1,200,654	1,423,412	5,107,000	5,107,000	5,751,565	5,751,565	556,089	778,847
438	Surface Water Management-CIP Fund	991,635	1,139,189	2,592,500	2,592,500	3,035,403	3,035,403	548,732	696,286
501	Equipment Replacement Fund	1,118,712	1,049,168	447,896	447,896	671,180	671,180	895,428	825,884
502	Information Services Replacement Fund	268,110	193,883	1,201,500	1,201,500	1,152,200	1,152,200	317,410	243,183
503	Risk Management Fund	207,900	364,041	330,500	330,500	369,600	369,600	168,800	324,941
TOTAL BUDGET		\$ 36,538,243	\$ 46,628,187	\$ 76,711,086	\$ 76,711,086	\$ 95,595,117	\$ 95,595,117	\$ 17,654,212	\$ 27,744,156

2016 to 2017 Budget Carryforwards

Operating Funds

General Fund

\$	23,000	Human Resource System implementation temporary help
	20,000	Arts Commission Permanent Art Plan
	80,000	Pro-Plan update.
	350,000	Capital contingency transfer to General Gov't. CIP.
\$	473,000	General Fund Total

Street Fund

\$	943,551	Unfinished 2016 pavement overlay projects.
\$	943,551	Street Fund Total

Technology Fund

\$	80,000	GIS support (\$10K). AWS-infrastructure as a service (\$10K). Backup solution integration (\$10K). Intern/project consultant support (\$50K)
\$	65,000	Server replacement (3@\$20K), City Hall equipment replacement (\$5K)
\$	145,000	Technology Fund Total

\$ 1,561,551 Subtotal Operating Expenditures Carryforward

Capital Funds

Revenues

General Government CIP Fund

\$	(350,000)	Transfer from the General Fund
\$	(350,000)	General Govt CIP Fund Revenues

Expenditures

Parks CIP Fund 302

\$	156,000	Sammamish Landing restroom delayed until 2017
	180,000	Beaver Lake Preserve remaining work.
	100,000	Indoor fieldhouse study delayed until 2017
	276,000	Community Center-sign, shed, gutter redesign, commissioning, warranty review.
\$	712,000	Parks CIP Fund Total

Stormwater CIP Fund 438

\$	1,000,000	Inglewood Hill Trunkline.
\$	408,000	SE 4th Street Improvements
\$	1,408,000	Stormwater CIP Fund Total

Transportation CIP Fund 340

\$	1,000,000	212th (Snake Hill).
	450,000	212th Ave Gap non-motorized project.
	700,000	Inglewood Hill Non-motorized.
	5,100,000	SE 4th Street Improvements
\$	7,250,000	Transportation CIP Fund Total

\$ 9,370,000 Subtotal Capital Expenditures Carryforward

\$ 10,581,551 Carryforwards Grand Total

Exhibit 3



Meeting Date: June 6, 2017

Date Submitted: 5/10/2017

Originating Department: Community Development

Clearances:

- | | | |
|--|---|--|
| <input checked="" type="checkbox"/> Attorney | <input checked="" type="checkbox"/> Community Development | <input type="checkbox"/> Public Safety |
| <input type="checkbox"/> Admin Services | <input type="checkbox"/> Finance & IT | <input type="checkbox"/> Public Works |
| <input checked="" type="checkbox"/> City Manager | <input type="checkbox"/> Parks & Recreation | |

Subject: An Ordinance adopting the Sammamish Electrical Code; amending Sammamish Municipal Code Chapter 16.05, Construction Codes; Chapter 16.20, Construction Administrative Code; and Chapter 16.25, Building and Property Maintenance Code.

Action Required: Complete second reading and adopt the Ordinance.

Exhibits: 1. Ordinance w/ Attachment A

Budget: N/A

Summary Statement:

The City of Sammamish has established an electrical permit and inspection program effective July 1, 2017. This new program was funded and positions authorized by City Council in the adopted 2017-18 budget. Similar to the existing building permit and inspection program, the adoption of required standards and codes is necessary. This Ordinance will adopt provisions of the Sammamish Electrical Code which apply to the installation of all premises wiring, electric conductors, electric equipment and additions, alterations, modifications or repairs to existing electrical installations with the exception of utility owned structures.

The amendments to the Sammamish Municipal Code (SMC) Title 16 for the City's new electrical codes are within those parameters of State requirements and reflect the staff's recommendations and the consensus of building officials within the E-Gov Alliance as well as the Washington Association of Building Officials (WABO). A summary of the Washington Cities Electrical Code and its benefits is provided below.

Background:

Currently within the Sammamish city limits, the Washington State Department of Labor and Industries (L&I) provides electrical permit and inspection services. In recent years, many local jurisdictions have left the services of L&I and establish a program themselves, with proven results. Some of the benefits of establishing an electrical permit and inspection program include:

- Improved customer service with “Over the Counter” permitting and 24-hour response time for inspections;
- Streamlined process, a one stop shop for all permitting and inspection needs; and
- Unified control & standards for the permit application, inspection and code compliance process

Washington Cities Electrical Code

The Washington Cities Electrical Code (WCEC) is the result of a joint effort between the MyBuildingPermit.com (EGov Alliance) and WABO. This Code was created to provide cities with a document that complies with the Revised Code of Washington (RCW) 19.28.010(2), which allows cities to enforce any ordinance that is equal, higher or better than the State’s rules, but offers the following advantages:

- Omits all administrative and procedural State rules that cities cannot or choose not to adopt;
- Written in the same format as the National Electrical Code (NEC) to eliminate any conflict between a State rule and the NEC. This format will also allow the creation of insert pages that can be inserted into the applicable pages of the NEC;
- Provides enforcement consistency among those cities that choose to adopt it

Local cities who helped develop the WCEC are: Bellevue, Bellingham, Burien, Des Moines, Kirkland, King County, Lacey, Longview, Marysville, Mercer Island, Olympia, Redmond, Renton, SeaTac, Seattle and Vancouver.

Financial Impact:

Revenue and expenditures for the administration and enforcement of the electrical code is covered within the adopted fee schedule and the 2017-2018 budget.

Recommended Motion: Motion to adopt the ordinance amending the Sammamish Municipal code to add electrical code regulations.

**CITY OF SAMMAMISH
WASHINGTON
ORDINANCE NO. O2017-_____**

**AN ORDINANCE OF THE CITY OF SAMMAMISH,
WASHINGTON, ADOPTING THE SAMMAMISH
ELECTRICAL CODE; AMENDING TITLE 16, BUILDINGS
AND CONSTRUCTION, OF THE SAMMAMISH
MUNICIPAL CODE BY AMENDING CHAPTER 16.05,
CONSTRUCTION CODES; 16.20, CONSTRUCTION
ADMINISTRATIVE CODE; AND 16.25 BUILDING AND
PROPERTY MAINTENANCE CODE; PROVIDING FOR
SEVERABILITY; AND ESTABLISHING AN EFFECTIVE
DATE**

WHEREAS, RCW 19.27.031 expressly required the City of Sammamish to adopt state building, residential, mechanical, fire, plumbing and related uniform codes, collectively referred to as the State Building Code; and

WHEREAS, RCW 19.27.060 provides the City with authority to amend the codes enumerated at RCW 19.27.031 as they apply within the City's corporate limits, provided such modifications do not result in less than the minimum performance standards and objectives contained in the State Building Code; and

WHEREAS, the City Council of the City of Sammamish has adopted by reference the state building code, and amendments thereto, for the health, safety and welfare of the citizens, as set forth in the Sammamish Municipal Code ("SMC") Title 16; and

WHEREAS, a new version of the State Building Code will go into effect on July 1, 2017; and

WHEREAS, the new version of the State Building Code necessitates corollary amendments to the SMC; and

WHEREAS, Chapter 19.28 RCW establishes uniform regulations for electrical wiring and the installation thereof, and requires cities to adopt a code equal, higher or better than the uniform regulations; and

WHEREAS, the City Council wishes to provide consistency in the administration of the construction codes; and

WHEREAS, the City Council wishes to adopt the Sammamish Electrical Code, to be codified at SMC Chapter 16.05, Construction Codes, which meets or exceeds the regulations set out in Chapter 19.28 RCW; and

WHEREAS, the City Council wishes to amend portions of Chapters 16.05, 16.20, and 16.25 SMC, as specified herein, to adopt by reference the updated version of the State Building Code, as amended herein, to provide standards for the maintenance of buildings and property within the City to protect the public health, safety and welfare;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SAMMAMISH, WASHINGTON, DOES ORDAIN AS FOLLOWS:

Section 1. Title 16 SMC, Amended. Chapters 16.05, 16.20 and 16.25 of the Sammamish Municipal Code are hereby amended to provide as indicated in Attachment A, respectively, which are hereby incorporated by this reference.

Section 2. Severability. Should any section, paragraph, sentence, clause or phrase of this Ordinance, or its application to any person or circumstance, be declared unconstitutional or otherwise invalid for any reason, or should any portion of this Ordinance be 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 3. Effective Date. This Ordinance shall be published in the official newspaper of the City, and shall take effect and be in full force July 1, 2017.

ADOPTED BY THE CITY COUNCIL AT A REGULAR MEETING THEREOF ON THE ____ DAY OF _____, 2017.

CITY OF SAMMAMISH

Mayor Donald J. Gerend

ATTEST/AUTHENTICATED:

Melonie Anderson, City Clerk

Approved as to form:

Michael R. Kenyon, City Attorney

Exhibit 1

Filed with the City Clerk:	May 11, 2017
First Reading:	May 16, 2017
Passed by the City Council:	
Date of Publication:	
Effective Date:	

Exhibit 1

Chapter 16.05 CONSTRUCTION CODES

Sections:

- [16.05.010](#) Short title.
- [16.05.020](#) Purpose.
- [16.05.030](#) Hours of construction.
- [16.05.040](#) Referenced codes.
- [16.05.070](#) International Building Code adopted.
- [16.05.080](#) International Residential Code adopted.
- [16.05.090](#) Mechanical code adopted.
- [16.05.100](#) National Fuel Gas Code (NFPA 54) adopted.
- [16.05.110](#) Liquefied Petroleum Gas Code (NFPA 58) adopted.
- [16.05.120](#) International Fuel Gas Code adopted.
- [16.05.130](#) International Fire Code adopted.
- [16.05.140](#) Uniform Plumbing Code adopted.
- [16.05.150](#) Washington State Energy Code adopted.
- [16.05.153](#) Washington Cities Electrical Code adopted.
- [16.05.155](#) International Existing Building Code adopted.
- [16.05.157](#) International Swimming Pool and Spa Code adopted.
- [16.05.160](#) Documents to be filed and available for public inspection.
- [16.05.170](#) Violation.
- [16.05.180](#) Adoption of additional state codes.
- [16.05.190](#) Code conflicts resolution.
- [16.05.200](#) Liability.

16.05.010 Short title.

This chapter shall constitute the City building code and may be cited as such. (Ord. O2016-409 § 1 (Att. A); Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2004-148 § 2)

16.05.020 Purpose.

The purpose of the codes and regulations adopted by this title is to regulate building and construction within the City and to protect the public health, safety, and welfare of the general public, and not to create or otherwise

Exhibit 1

establish or designate any particular class or group of persons who will or should be especially protected by the terms of these codes and regulations. More specifically, this chapter is designed to effectuate the following purposes, objectives and standards:

- (1) To set forth minimum performance standards and requirements for construction and construction materials, consistent with nationally accepted standards of engineering and fire and life safety.
- (2) To permit the use of current technical methods, devices and improvements.
- (3) To eliminate restrictive, obsolete, conflicting, duplicative and unnecessary regulations and requirements which could unnecessarily increase construction costs or retard the use of new materials and methods of installation or provide unwarranted preferential treatment to types or classes of materials or products or methods of construction.
- (4) To provide standards and specifications for making buildings and facilities accessible to and usable by physically challenged persons.
- (5) To consolidate the administration and enforcement of building and construction codes. (Ord. O2016-409 § 1 (Att. A); Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2004-148 § 2)

16.05.030 Hours of construction.

Except as approved by the City manager, or designee, to minimize overall public impact and/or inconvenience or otherwise provided in this chapter, the activities and construction noise regulated by this chapter shall be limited to the following hours:

- (1) Monday through Friday: 7:00 a.m. to 8:00 p.m.
- (2) Saturdays: 9:00 a.m. to 6:00 p.m.
- (3) Sundays: no construction.
- (4) Holidays: No construction will be allowed on the following holidays – New Year’s Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day and Christmas Day.

When an exception is granted by the City manager, or manager’s designee, a notice that an exception has been granted shall be provided to affected property owners/residents and to the police department. Notice may be provided by one or more of the following methods: verbal, written, or by posted signage. The method or

Exhibit 1

methods used shall depend upon the scope and duration of the exception. (Ord. O2016-409 § 1 (Att. A); Ord. O2013-353 § 1 (Att. A); Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2008-247; Ord. O2004-148 § 2)

16.05.040 Referenced codes.

The codes adopted in this title are collectively referred to as the State Building Code. The State Building Code Act, Chapter [19.27](#) RCW, delegates to the Washington State Building Code Council the power to adopt and maintain the State Building Code. The State Building Code Act also requires that the City of Sammamish enforce the State Building Code within its jurisdiction, as adopted and amended by the Washington State Building Code Council and the State Legislature. Accordingly, all amendments to the State Building Code adopted by the Washington State Building Council from time to time are hereby, upon the effective date of such amendments, incorporated in this title as though fully set forth herein. In the event that any provisions of the State Building Code are renumbered, any reference in this title to such provision shall refer to such provision as renumbered.

Specific codes referenced in the general codes adopted by this chapter shall be as follows:

(1) Any and all reference to the International Plumbing Code shall be replaced with the Uniform Plumbing Code as adopted in SMC [16.05.140](#).

(2) Any and all reference to the International Property Maintenance Code shall be replaced with the Sammamish Building and Property Maintenance Code as adopted in Chapter [16.25](#) SMC.

(3) Any and all reference to the International Electrical Code shall be replaced with the National Electrical Code. (Ord. O2016-409 § 1 (Att. A); Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2007-214 § 1; Ord. O2004-148 § 2)

16.05.070 International Building Code adopted.

The 2015 Edition of the International Building Code, as adopted by the State Building Code Council in Chapter [51-50](#) WAC, as published by the International Code Council, including Appendix Chapter E (Accessibility), ICC A117.1-2003 (Accessible Standards), and Appendix Chapter H (Signs), excluding Chapter 1, Administration, is hereby adopted by the City of Sammamish, together with the following amendments and additions:

Exceptions. (1) The provisions of this code shall not apply to temporary growing structures used solely for the commercial production of horticultural plants including ornamental plants, flowers, vegetables and fruits.

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“Temporary growing structure” means a structure that has the sides and roof covered with polyethylene, polyvinyl, or similar flexible synthetic material and is used to provide plants with frost protection or increased heat retention. A temporary growing structure is not considered a building for purposes of this code.

(2) The provisions of this code shall not apply to the construction, alteration, or repair of temporary worker housing except as provided by rule adopted under Chapter [70.114A](#) RCW. “Temporary worker housing” means a place, area, or piece of land where sleeping places or housing sites are provided by an employer for his or her employees or by another person, including a temporary worker housing operator, who is providing such accommodations for employees, for temporary, seasonal occupancy, and includes “labor camps” as defined and regulated by state law (RCW) and Washington Administrative Code.

(4) Recyclable materials, compost, and solid waste storage. For the purposes of this section, the following definitions shall apply:

COMPOST means biodegradable solid wastes that are separated for composting such as food waste, food soiled paper and yard waste.

RECYCLED MATERIALS means those solid wastes that are separated for recycling or reuse, such as papers, metals and glass.

All local jurisdictions shall require that space be provided for the storage of recycled materials, compost, and solid waste for all new buildings.

EXCEPTION: Group R-3 and Group U Occupancies.

The storage area shall be designed to meet the needs of the occupancy, efficiency of pickup, and shall be available to occupants and haulers.

(5) Amend Design Criteria as follows:

GROUND AND ROOF SNOW LOAD: 25 PSF

SEISMIC DESIGN CATEGORY: D

WIND SPEED: Risk category I: 100 mph; Risk category II: 110 mph; Risk category III and IV: 115 MPH

WIND EXPOSURE: Site Specific. See IBC Section 1609.4

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SOIL BEARING: Site specific. See IBC Chapter 18

WEATHERING: Moderate

FROST LINE DEPTH: 12 inches

TERMITE: Slight to moderate

DECAY: Slight to moderate

WINTER DESIGN TEMPERATURE: 26°F

ICE SHIELD UNDERLAYMENT REQUIRED: No

FLOOD HAZARDS: See SMC [15.10](#)

AIR FREEZING INDEX: 145°F- days

MEAN ANNUAL TEMPERATURE: 50 °F.

(6) Section 107.2.5.1, Design Flood Elevations.

Where design flood elevations are not specified, they shall be established in accordance with Section 1612.3.1.

(7) Table 508.4, Required Separation of Occupancies (Hours), is amended to read as follows:

Add footnote reference superscript “ef” to R and group I-1 Occupancy Classification row and column headings.

Add footnote “ef” to read:

See Section 419 for Live/Work Unit separations.

(8) Amend Section 1608.1, General, to read as follows:

Design snow loads shall not be less than 25 PSF uniform roof snow load, nor less than that determined by IBC Section 1607.

(9) Amend IBC Section 2701.1, Scope, to read as follows:

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2701.1 Scope. This chapter governs the electrical components, equipment and systems used in buildings and structures covered by this code. Electrical components, equipment and systems shall be designed and constructed in accordance with the provisions of the Sammamish Electrical Code as adopted in SMC 16.05.153.

(9 10) Add new Section 2702.1.6, Location, to read as follows:

2702.1.6 Location. Location of stationary generators, fuel piping and storage tanks are subject to the approval of the Building Official and/or Fire Code Official.

(Ord. O2016-409 § 1 (Att. A); Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2007-214 § 1; Ord. O2004-148 § 2)

16.05.080 International Residential Code adopted.

The 2015 Edition of the International Residential Code, as adopted by the State Building Code Council in Chapter [51-51](#) WAC, as published by the International Code Council, including Appendix Q, Dwelling Unit Fire Sprinkler Systems, and excluding Chapters 1, 11 and 25 through 43, is hereby adopted by the City of Sammamish, together with the following amendments:

(1) Amend Design Criteria for R 301.2(1) as follows:

GROUND AND ROOF SNOW LOAD: 25 PSF

WIND SPEED: 110 mph

TOPOGRAPHIC EFFECTS: No

SEISMIC DESIGN CATEGORY: D2

WEATHERING: Moderate

FROST LINE DEPTH: 12 inches

TERMITE: Slight to moderate

DECAY: Slight to moderate

WINTER DESIGN TEMPERATURE: 26°F.

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ICE SHIELD UNDERLAYMENT REQUIRED: No

FLOOD HAZARDS: See SMC [15.10](#)

AIR FREEZING INDEX: 145°F - days

MEAN ANNUAL TEMPERATURE: 50 °F

SOIL BEARING (Assumed): 1500 PSF

(Ord. O2016-409 § 1 (Att. A); Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2007-214 § 1; Ord. O2004-148 § 2)

16.05.090 Mechanical code adopted.

The 2015 Edition of the International Mechanical Code, as adopted by the State Building Code Council in Chapter [51-52](#) WAC, as published by the International Code Council, excluding Chapter 1, Administration, is hereby adopted by the City of Sammamish. (Ord. O2016-409 § 1 (Att. A); Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2007-214 § 1; Ord. O2004-148 § 2)

16.05.100 National Fuel Gas Code (NFPA 54) adopted.

The 2015 Edition of ANSI Z223.1/NFPA 54, National Fuel Gas Code, as adopted by the State Building Code Council in Chapter [51-52](#) WAC, as published by NFPA, is hereby adopted by the City of Sammamish. (Ord. O2016-409 § 1 (Att. A); Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2007-214 § 1; Ord. O2004-148 § 2)

16.05.110 Liquefied Petroleum Gas Code (NFPA 58) adopted.

The 2014 Edition of NFPA 58, Liquefied Petroleum Gas Code, as adopted by the State Building Code Council in Chapter [51-52](#) WAC, as published by NFPA, is hereby adopted by the City of Sammamish. (Ord. O2016-409 § 1 (Att. A); Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2004-148 § 2)

16.05.120 International Fuel Gas Code adopted.

The 2015 Edition of the International Fuel Gas Code, as adopted by the State Building Code Council in Chapter [51-52](#) WAC, as published by the International Code Council, excluding Chapter 1, Administration, is hereby adopted by the City of Sammamish. (Ord. O2016-409 § 1 (Att. A); Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2007-214 § 1; Ord. O2004-148 § 2)

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16.05.130 International Fire Code adopted.

The 2015 Edition of the International Fire Code, as adopted by the State Building Code Council in Chapter [51-54](#) WAC, as published by the International Code Council, including Appendix Chapters B, Fire-flow requirements for buildings; C, Fire hydrant locations and distribution; and D, Section 106 as amended, is hereby adopted by the City of Sammamish, together with the following amendments:

(1) Amend Section 102.7 to read as follows:

Section 102.7 Referenced codes and standards. The codes and standards referenced in this code shall be those that are listed in Chapter 45. Such codes and standards shall be considered part of the requirements of this code to the prescribed extent of each such reference as determined or modified by the fire code official.

Where differences occur between the provisions of this code and the referenced standards, the provisions of this code shall apply.

When allowed by the Fire Code official, editions of standards not herein referenced may be utilized provided the entire standard is utilized.

(2) Section 104.10.1 to read as follows:

Section 104.10.1 Assistance from other agencies. Police and other enforcement agencies shall have authority to render necessary assistance in the investigation of fires or the enforcement of this code as requested by the fire code official.

(3) Amend Section 104.11.2 to read as follows:

Obstructing operations. No person shall obstruct the operations of the fire department in connection with extinguishment, or control or investigation of any fire, or actions relative to other emergencies, or disobey any lawful command of the fire chief or officer of the fire department in charge of the emergency, or any part thereof, or any lawful order of a police officer assisting the fire department.

(4) Section 105.2 to read as follows:

Section 105.2 Application for Permit. Application for permits shall be made to the City of Sammamish in such form and detail as required by the fire department.

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Applications for permits shall be accompanied by such plans as required by the Bureau of Fire Prevention. All applications for fire department permits shall be forwarded to the Bureau of Fire Prevention for consideration of approval.

(5) Section 105.2.5, Permit Fees, to read as follows:

105.2.5 Permit Fees. Any fees for fire code permits, plan check or any other fire service shall be as listed in the City of Sammamish Fee resolution.

(6) Section 107.6, Overcrowding. Amend to read as follows:

Overcrowding or admittance of any person beyond the approved capacity of a building or a portion thereof shall not be allowed. The fire code official, upon finding any overcrowding conditions or obstructions in aisles, passageways or other means of egress, or upon finding any condition which constitutes a life safety hazard, shall be authorized to direct actions be taken to reduce the overcrowding or to cause the event to be stopped until such condition or obstruction is corrected.

(7) Delete Section 108 and replace with the following:

Section 108.1 General. Appeals of orders, decisions or determinations made by the building official relative to the application and interpretations of this code shall be heard and decided by the Hearing Examiner following an open record hearing. Following review of the evidence, the Examiner shall issue final decisions, including findings and conclusions, based on the issues and evidence in the record.

The Hearing Examiner's final decision shall be the final decision of the City Council on the appeal and shall be conclusive unless proceedings for review of the decision are properly commenced in superior court within the time period specified by state law.

Section 108.2 Limitations on authority. An application for appeal shall be based on a claim that the true intent of this code or the rules legally adopted thereunder have been incorrectly interpreted, the provisions of this code do not fully apply or an equally good or better form of construction is proposed. The hearing examiner shall have no authority relative to interpretation of the administrative provisions of this code

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nor shall the Hearing Examiner be empowered to waive requirements of either this code or the technical codes which are the codes, appendices and referenced code standards adopted by the City of Sammamish.

(8) Section 307.1 to read as follows:

Section 307.1 Open Burning and Recreational fires – General.

Exception: Barbecue and other fires in accordance with the Puget Sound Clean Air Agency.

(9) Section 307.6 to read as follows:

307.6 Sky Lanterns. Sky Lanterns are airborne paper lanterns similar to a mini hot air balloon, also known as Kongming Lanterns (wish lanterns), which are also referred to as Chinese lanterns, sky candles or fire balloons. As such Sky Lanterns are considered open burning, and are not controlled once they are airborne. The use of Sky Lanterns is prohibited.

(10) Exception to Section 308.3 to read as follows:

Section 308.3 Group A Occupancies.

Exception 4: Where approved by the Fire Code Official.

(11) Sections 503.1 through 503.4 to read as follows:

Sections 503.1 through 503.4 – Fire apparatus access roads. Fire apparatus access roads in the International Fire Code section 503.1 through 503.4 shall be retained by the City of Sammamish.

(12) Amend Section 503.2.1 to read as follows:

503.2.1 Dimensions. Fire apparatus access roads shall have an unobstructed width of not less than 20 feet (6096 mm), except for approved security gates in accordance with Section 503.6, and an unobstructed vertical clearance of not less than 13 feet 6 inches (4115 mm).

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Emergency Vehicle access roads shall be constructed in accordance with City of Sammamish Public works standards.

(13) Section 503.2.7 to read as follows:

503.2.7 Grade. The grade of the fire apparatus access road shall be no more than 15% slope. Access roads may be permitted to exceed 15% with approval of the fire official, where all buildings are provided with an approved fire sprinkler system.

(14) Section 503.3 to read as follows:

Section 503.3. Markings. When required by the Fire Chief, approved signs or other approved notices shall be provided and maintained for fire apparatus roads to identify such roads and prohibit the obstruction thereof or both.

1. All designated fire lanes shall be clearly marked by the property owner in the following manner: Vertical curbs shall be painted six (6") inches in height and shall be painted red on the top and side, extending the length of the designated fire lane with four inch (4") white block lettering stenciled on the face "NO PARKING – FIRE LANE." The stenciling shall be spaced every fifty feet (50'). Rolled curbs or surfaces without curbs shall have a six inch (6") wide red stripe painted extending the length of the designated fire lane with four inch (4") white block lettering stenciled on the stripe "NO PARKING – FIRE LANE." The stenciling shall be spaced every fifty feet (50').

2. Signs may be substituted for curb painting when approved in writing by the fire marshal.

3. Signs shall be not less than eighteen inches (18") in height by twelve inches (12") in width, with block lettering of not less than three inches (3") high brush stroke, reading: "NO PARKING – FIRE LANE." Such signs shall be reflective in nature, with red lettering on a white background, and spaced at intervals of not less than fifty feet (50') apart. The top of such signs shall not be less than four feet (4'), or more than six feet (6') from the ground. Signs may be placed on buildings when approved in writing by the fire marshal. When posts are required, they shall be constructed of either two inch (2") or greater galvanized steel, or four inch by four inch (4" x 4") or greater pressure treated wood.

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4. The fire marshal may approve deviations from any of the specifications in writing.
5. Existing signs may be allowed to remain until the fire marshal determines that a need for replacement exists based on the legibility or other deterioration of the existing signs. Such replacement shall occur within 30 days of receiving written notification of the deficiency.
6. Fire lanes shall be established and maintained as often as required by the fire marshal to clearly identify the designated area as a fire lane, at the sole expense of the property owner. The property owner shall have completed the required establishment or maintenance of fire lanes within 30 days of receiving written notification that such is necessary.
7. At the entrance to the property where fire lanes have been designated, signs shall be posted in a clearly conspicuous location, and shall clearly state that vehicles parked in fire lanes may be impounded, and the name, telephone number, and address of the towing firm where the vehicle may be redeemed.
8. The owner, manager, or person in charge of any property upon which any designated fire lane has been established shall be responsible to prevent the parking of vehicles in such fire lanes by informing the appropriate towing company of the violation. If the lane is blocked by any other obstructions, the owner, manager, or person in charge of the property shall attempt to remove the obstruction, and if unable, shall inform the fire department that the obstruction exists.
9. All criminal violations of the International Fire Code and obstruction of a fire apparatus road may be enforced by any regular or reserve police officer of the Police Department.
10. The Police Department, Fire Chief, Fire Marshal, and other such personnel of the Fire Department as designated by the Fire Chief and approved by the City Manager shall have the authority to issue infractions for violations of the International Fire Code on forms provided by the Chief of Police for such purposes.
11. Any violation of this Section shall be punishable in accordance with the provisions of SMC [46.30.090](#).

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(15) Section 510 Amended – Emergency Responder Radio Coverage in New Buildings. Section 510.1 of the International Fire Code is amended to read as follows:

510.1 Emergency responder radio coverage in new buildings. Approved radio coverage for emergency responders shall be provided with buildings meeting any of the following conditions:

1. There are more than five stories above grade plane (as defined by the International Building Code, Section 202);
2. The total building is 50,000 square feet or more;
3. The total basement area is 10,000 square feet or more;

Or

4. There are floors used for human occupancy more than 30 feet below the finish floor of the lowest level of exit discharge.

Radio coverage is based upon the existing coverage levels of the public safety communication systems of the jurisdictions at the exterior of the building. This section shall not require improvements of the existing public safety communication system.

510.2 Emergency responder radio coverage in existing buildings. Existing buildings shall be provided with approved radio coverage for emergency responders as required in IFC 1103.2

510.3 Operational permit. An operational permit is required to operate an in building radio system.

510.4.2.4 Signal Booster Requirements. If used, signal boosters shall meet the following requirements:

1. All active signal booster components shall be contained in a NEMA4, IP66-type waterproof cabinet or equivalent.
2. The battery system shall be contained in a NEMA4, IP66-type waterproof cabinet or equivalent.

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3. The system shall include automatic alarming of malfunctions of the signal booster and battery system. Any resulting trouble alarm shall be automatically transmitted to an approved central station.

4. Equipment shall have FCC certification prior to installation.

510.5.3 Acceptance Test procedure. Acceptance testing for Emergency responder radio amplification system is required, upon completion of installation. It is the building owner's responsibility to have the radio system tested by qualified personnel to ensure a minimum of 95% two-way coverage on each floor of the building.

A report shall be submitted to the Fire Department at the conclusion of acceptance testing containing a floor plan and the signal strengths at each location tested and other relevant information. A representative of the Fire Department may oversee the acceptance test. Acceptance testing is also required whenever changes occur to the building that would materially change the original field performance test. The test procedure shall be conducted as follows:

1. Each floor of the building shall be divided into a grid of approximately forty (40) equal areas.

2. Testing shall use a two (2) watt, portable transceiver with speaker/microphone and flexible antenna (or any calibrated device which will produce signal levels useable by the prescribed portable radio). Field strength testing instruments must have been calibrated within one (1) year of the date of the acceptance test. Field strength testing instruments must be of the frequency selective type incorporating a flexible antenna similar to the ones used on the hand held transceivers. City Radio System Manager may designate alternate methods of measuring the signal level, which satisfy appropriate levels of public safety coverage.

3. A maximum of two (2) nonadjacent areas will be allowed to fail the test.

4. In the event that three (3) of the areas fail the test, the floor may be divided into eighty (80) equal areas in order to be more statistically accurate. In such event, a maximum of four (4) nonadjacent areas will be allowed to fail the test. After the eighty

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(80) area tests, if the system continues to fail, the building owner shall have the system altered to meet the 95% coverage requirement.

5. A spot located approximately in the center of a grid area will be selected for the test, then the radio will be keyed to verify two-way communication to and from the outside of the building through the Regional 800 MHz Radio System. Once the spot has been selected, prospecting for a better spot within the grid area is not permitted. The gain values of all amplifiers shall be measured and the results kept on file with the building owner so that the measurements can be verified each year during the annual tests. In the event that the measurement results become lost, the building owner will be required to rerun the acceptance test to reestablish the gain values.

6. The gain values of all amplifiers shall be measured and the test measurement results shall be kept on file with the building owner so that the measurements can be verified during annual tests. In the event that the measurement results become lost, the building owner shall be required to rerun the acceptance test to reestablish the gain values.

7. As part of the installation a spectrum analyzer or other suitable test equipment shall be utilized to ensure spurious oscillations are not being generated by the subject signal booster. This test shall be conducted at time of installation and subsequent annual inspections.

510.5.5 Approval Prior to Occupancy. A Certificate of Occupancy will not be issued to any structure if the building fails to comply with Section 510.

510.6 Maintenance. The emergency responder radio coverage system shall be maintained operational at all times in accordance with Sections 510.6.1 through 510.6.3.

510.6.1 Testing and proof of Compliance. The emergency responder radio coverage system shall be inspected and tested annually, or whenever structural changes occur to the building that would materially change the original field performance tests by a consultant approved by the Fire Code Official. The performance test shall include at minimum a floor plan and the signal strength in various locations of the building.

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Testing shall consist of the following:

1. In-building coverage test as described in Section 510.5.3.

Exception: Group R Occupancy annual testing is not required within dwelling units

2. Signal boosters shall be tested to ensure that the gain is the same as it was upon initial installation and acceptance.

3. Backup batteries and power supplies shall be tested under load of a period of one hour to verify that they will properly operate during an actual power outage. If within the 1-hour test period the battery exhibits symptoms of failure, the test shall be extended for additional 1-hour periods until the integrity of the battery can be determined.

4. All other active components shall be checked to verify operation within the manufacturer's specifications.

5. At the conclusion of the testing, a report, which shall verify compliance with Section 510.5.3, shall be submitted to the fire code official.

510.6.2 Identification. Radio Coverage system shall be identified by a sign located on or near the Fire Alarm Control Panel stating "This building is equipped with an Emergency Responder Radio Coverage System."

510.6.3 Field Testing. Police and Fire Personnel shall at any time have the right to enter onto the property to conduct its own field-testing to be certain that the required level of radio coverage is present.

(16) Amend Section 903.2, Where required, as follows:

903.2 Where required. Delete the exception.

903.2.a Automatic sprinkler systems required.

(1) All newly constructed buildings with a gross square footage of 5,000 square feet, regardless of type or use, as well as zero lot line townhouses with an aggregate area of 5,000 square feet or greater must be sprinklered.

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(2) Additions to existing buildings that are 50 percent or more of the assessed building valuation which is based off of current information from the King County Assessor's office, and would result in a gross floor area greater than 5,000 square feet must be retrofitted with an automatic sprinkler system. Subject to the approval of the fire chief, a phasing plan of up to five years is permitted.

(3) Floor Area, Gross. For the purpose of this section, "gross floor area" shall be defined as the floor area whether above or below grade within the inside perimeter of the exterior walls of the building under consideration, exclusive of vent shafts, attics, crawl spaces and courts, without deduction for corridors, stairways, closets, the thickness of the interior walls, columns or other features. The floor area of a building, or portion thereof, not provided with surrounding exterior walls shall be the usable area under the horizontal projection of the roof or floor above. The gross floor area shall not include shafts with no openings or interior courts.

(4) For the purposes of this section, fire barriers, walls or partitions of any type do not constitute separate buildings.

(17) Section 903.4.2, Alarms, to read as follows:

903.4.2 Alarms. Approved audible and visible alarm notification devices to meet the Americans with Disabilities Act, shall be provided for every automatic sprinkler system in accordance with Section 907 and throughout areas designated by the Fire Code Official. Such sprinkler water-flow alarm devices shall be activated by water flow equivalent to the flow of a single sprinkler of the smallest orifice size installed in the system. Alarm devices shall be provided on the exterior of the building in an approved location. Where a fire alarm system is installed, actuation of the automatic sprinkler system shall actuate the building fire alarm system. Exception: With approval of the Fire Code Official, audible and visible alarm notification appliances may be omitted for approved residential sprinkler systems in 1 or 2 family dwelling units if not otherwise specifically required.

(18) Section 903.4.3 to read as follows:

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903.4.3 Floor control valves. Approved supervised indicating control valves shall be provided at the point of connection to the riser on each floor. Exception: When approved by the Fire Code Official in NFPA 13D and NFPA13R systems.

(19) Section 905.3.9 to read as follows:

905.3.9 High Rise Building Standpipes. Standpipe risers shall be combination standpipe/sprinkler risers using a minimum pipe size of 6 inches. Two 2-1/2 inch hose connections shall be provided on every intermediate floor level landing in every required stairway. Where pressure reduction valves (PRV) are required, each hose connection shall be provided with its own PRV. The system shall be designed to provide a minimum flow of 300 gpm at a minimum pressure of 150 psi (maximum 200 psi) at each standpipe connection, in addition to the flow and pressure requirements contained in NFPA 14.

(20) Section 905.8 to read as follows:

905.8 Dry Standpipes. Dry standpipes, may be installed in other than high rise buildings when approved by the fire code official.

(21) Section 906.1, Where required, as follows:

906.1 Where required. Portable fire extinguishers shall be installed in all Group A, B, E, F, H, I, M, R1, R-2, R-4, and S occupancies.

Amend Exception:

R-2 occupancies are not required to provide portable fire extinguishers within each dwelling unit. Fire extinguishers are required in common areas and corridors.

(22) Section 907.7.5.2 to read as follows:

907.7.5.2. Monitoring. When required by the Fire Code Official, all new and existing fire detection systems shall be monitored.

(23) New 2703.9 General Safety Precautions.

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General precautions for the safe storage, handling or care of hazardous materials shall be in accordance with Sections 2703.9.1 through 2703.9.11.

(24) New 2703.9.11 Manufacturer's Limitations.

The storage and use of hazardous materials shall not exceed the manufacturer's limitations on shelf life and any other restrictions on use.

(25) New 5307.5.2 Emergency Alarm System.

1. Activation of the emergency alarm system shall initiate a local alarm at the entrance to room(s) and inside a room where CO2 systems are installed.

2. Require a warning sign at the entrance:

"Carbon Dioxide Alarm. Do not enter. Call 911"

(26) Amend Section 5604.1 to read as follows:

Section 5604.1 Explosive Materials Storage and Handling – General. The storage of explosive materials is prohibited within the City Limits.

Exceptions:

1. Materials listed and stored in accordance with IFC 5601.1 "Exceptions 1-5, and 7-9."

2. Model rocket motors, as defined by 2013 NFPA 1122, stored in accordance with 2013 NFPA 1122 Sections 4.20.1 and 4.20.2. Quantities of more than one pound shall be stored in accordance with 2013 NFPA 1127 Sections 4.19.1 through 4.19.2.4.

3. When approved by the Fire Marshal, high power rocket motors as defined by NFPA 1127 and rocket motor reloading kits, stored in accordance with NFPA 1127 Sections 4.19.1 through 4.19.2.4, 4.19.4 and 4.19.5.

(27) Amend Section 5605.1 to read as follows:

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Section 5605.1 Manufacturing, assembly and testing of explosives, explosive materials, ammunition, blasting agents, and fireworks – General. The manufacturing of explosives, explosive materials, ammunition, blasting agents, and fireworks is prohibited within the City limits.

(28) Amend Section 5704.2.9.6 to read as follows:

5704.2.9.6.1 Locations where above-ground tanks are prohibited.

Locations where Class I and Class II liquids are stored in above-ground tanks outside of buildings shall be regulated in accordance with SMC [21A.50.280](#): “Critical aquifer recharge areas.”

(29) Amend Section 5704.2.11.2, Location, to add new item No. 4 as follows:

5704.2.11.2 Location. Flammable and combustible liquid storage tanks located underground, either outside or under buildings, shall be in accordance with all of the following:

1. Tanks shall be located with respect to existing foundations and supports such that the loads carried by the latter cannot be transmitted to the tank.
2. The distance from any part of a tank storing liquids to the nearest wall of a basement, pit, cellar, or lot line shall not be less than 3 feet (914 mm).
3. A minimum distance of 1 foot (305 mm), shell to shell, shall be maintained between underground tanks.
4. Tank location shall be in accordance with the limitations of SMC [21A.50.280](#): “Critical aquifer recharge areas.”

(30) Amend Section 5706.2 as follows:

5706.2 Storage and dispensing of flammable and combustible liquids. Permanent and temporary storage and dispensing of Class I and II liquids for private use on farms and at Public Maintenance facilities owned by the City of Sammamish or other Public agencies shall be in accordance with Sections 5706.2.1 through 5706.2.8.1.

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Exception: Storage and use of fuel oil and containers connected with oil-burning equipment regulated by Section 603 and the International Mechanical Code.

(31) Amend Section 5706.2.4.4 to read as follows:

Section 5706.2.4.4 Locations where above-ground tanks are prohibited. Locations where Class I and II liquids are stored in above-ground tanks shall be regulated in accordance with SMC [21A.50.280](#): "Critical Aquifer Recharge Areas."

(32) Amend Section 6104.2 to read as follows:

Section 6104.2 Maximum capacity within established limits. The aggregate capacity for the storage of Liquid Petroleum Gas (LPG) of any one installation shall not exceed 2,000 gallons water capacity, except that in particular installations this capacity limit may be altered at the discretion of the chief after consideration of special features such as topographical conditions, nature of the occupancy and proximity to buildings, capacity of proposed tanks, degree of private fire protection to be provided, and facilities of the fire department.

(33) Amend Appendix D, Section D106, to read as follows:

SECTION D106 SINGLE FAMILY AND MULTIPLE-FAMILY RESIDENTIAL DEVELOPMENTS

D106.1 Projects having more than 100 dwelling units. Single family and Multiple-family residential projects having more than 100 dwelling units shall be equipped throughout with two separate and approved fire apparatus access roads.

Exception: Projects having more than 100 dwelling units may have a single approved fire apparatus access road when all buildings, including nonresidential occupancies, are equipped throughout with approved automatic sprinkler systems installed in accordance with Section 903.3.1.1, or 903.3.1.2, or 903.3.1.3 of the International Fire Code.

D106.2 Projects having more than 200 dwelling units. Multiple-family residential projects having more than 200 dwelling units shall be provided with two separate and

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approved fire apparatus access roads regardless of whether they are equipped with an approved automatic sprinkler system.

(Ord. O2016-409 § 1 (Att. A); Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2007-214 § 1; Ord. O2004-165 § 1; Ord. O2004-148 § 2)

16.05.140 Uniform Plumbing Code adopted.

The 2015 Edition of the Uniform Plumbing Code, as adopted by the State Building Code Council in Chapter [51-56](#) WAC, as published by the International Association of Plumbing and Mechanical Officials, excluding Chapter 1, Administration, is hereby adopted by the City of Sammamish, together with the following amendments:

(1) Amend UPC Section 311.0, Independent Systems, as follows:

311.0 Independent Systems.

The drainage system of each new building and of new work installed in any existing building shall be separate and independent from that of any other building, and, when available, every building shall have an independent connection with a public or private sewer.

Swimming pools shall be provided with a separate and independent drainage system, which shall connect with a public or private sewer. The drainage pipe for the pool, floor drain, and similar fixtures shall be connected either to the side sewer downstream of the main building or structure or to the building sewer downstream of the last plumbing fixture. The main building drain shall be equipped with an accessible backwater valve outside of the building or structure and upstream of the pool drain connection.

(2) Amend UPC Chapter 6, Table 610.3, deleting "Lawn Sprinkler, each head" from the table.

(3) Amend UPC Section 708.0, Grade of Horizontal Drainage Piping, as follows:

Horizontal drainage piping shall be run in practical alignment and a uniform slope of not less than one fourth (1/4) inch per foot (20.9 mm/m) or two (2) percent toward the point of disposal provided that, where it is impractical due to the depth of the street

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sewer or to the structural features or to the arrangement of any building or structure to obtain a slope of one-fourth (1/4) of an inch per foot (20.9 mm/m) or two (2) percent. Any such pipe or piping four (4) inches (100 mm) or larger in diameter may have a slope of not less than one-eighth (1/8) of an inch per foot (10.5 mm/m) or one (1) percent, only when first approved by the Code Official. Horizontal drainage piping connected to any dual flush gravity tank water closet shall slope a minimum of one-fourth (1/4) inch per foot.

(4) Adopt and amend UPC Section 713.1, Sewers Required, as follows:

713.1 Every building in which plumbing fixtures are installed and every premises having drainage piping thereon shall have a connection to a public or private sewer, except as provided in Section 713.2, and Section 713.4.

Exceptions:

1. When no public sewer intended to serve any lot or premises is available in any thoroughfare or right of way abutting such lot or premises, or as otherwise approved under SMC [21A.60.030](#), drainage piping from any building or works shall be connected to an approved private sewage disposal system. The public sewer may be considered as not being available when such public sewer or any building or any exterior drainage facility connected thereto is located more than two hundred (200) feet (60.8 m) from any proposed building or exterior drainage facility on any lot or premises that abuts and is served by such public sewer.

2. No change shall be required in any portion of a plumbing drainage system in or on an existing building or lot when such work was installed and is maintained in accordance with law in effect prior to the effective date of this code, except when any such plumbing or drainage system or other work regulated by this code is determined by the Authority Having Jurisdiction to be in fact dangerous, unsafe, unsanitary, or a nuisance and a menace to life, health, or property.

(5) Adopt UPC Sections 713.3, 713.6, 714.2 and 722 pertaining to building sewers to read as follows:

Section 713.3, 713.6, 714.2 and 722 pertaining to building sewers shall be retained by the City of Sammamish.

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(6) Amend UPC Section 713.3 as follows:

713.3 Within the limits prescribed by UPC Section 713.4 hereof, the rearrangement or subdivision into smaller parcels of a lot that abuts and is served by a public sewer shall not be deemed cause to permit the construction of a private sewage disposal system, and all plumbing or drainage systems on any such smaller parcel or parcels shall connect to the public sewer.

(7) Amend UPC Section 1101.12.2.2.2 to read as follows:

Combined System. The secondary roof drains shall connect to the vertical piping of the primary storm drainage conductor downstream of any horizontal offset below the roof. The primary storm drainage system shall connect to the building storm water that connects to an underground public storm sewer. The combined secondary and primary roof drain systems shall be sized in accordance with Section 1103.0 based on double the rainfall for the local area. A relief drain shall be connected to the vertical drain piping using a wye type fitting piped to daylight on the exterior of the building. The piping shall be sized as required for a secondary drain with a 4" minimum.

(8) Adopt Appendix Chapter A, "Recommended Rules for Sizing the Water Supply System."

(9) Adopt Appendix Chapter B, "Explanatory Notes on Combination Waste and Vent Systems."

(10) Adopt Appendix Chapter C, "Alternate Plumbing Systems," excluding Sections C5 through C7. (Ord. O2016-409 § 1 (Att. A); Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2007-214 § 1; Ord. O2004-148 § 2)

16.05.150 Washington State Energy Code adopted.

The 2015 Washington State Energy Code, Commercial and Residential, as adopted by the State Building Code Council in Chapters [51-11C](#) and [51-11R](#) WAC, is hereby adopted by the City of Sammamish. (Ord. O2016-409 § 1 (Att. A); Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2007-214 § 1; Ord. O2004-148 § 2)

16.05.153 Washington Cities Electrical Code adopted.

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(1) The most current edition of the Washington Cities Electrical Code (WCEC), Part One (Adoption) and part Three (National Electrical code amendments), as published by the Washington Association of Building Officials, is hereby adopted by reference and shall be known as the Sammamish Electrical Code. This includes Annex A, B and C of the National Electrical Code; Commercial Building Telecommunications Cabling Standard (ANSI/TIA-568-C series, February 2009); Commercial Building Standard for Telecommunications Pathway and Spaces (TIA-569-B, October 2004); Commercial Building Grounding and Bonding Requirements for Telecommunications (ANSI/TIA-607-B, August 2011); Residential Telecommunications Cable Standard (ANSI/TIA/EIA 570-B-2004); and the National Electrical Safety Code (NESC C2-2012 excluding Appendixes A and B)

(2) The "Construction Administrative Code" as set forth in Chapter 16.20 SMC shall be used for the administration of the Sammamish Electrical Code.

(3) Conflicts.

(a) The requirements of Washington Cities Electrical Code will be observed where there is any conflict between this chapter and the National Electrical Code (NFPA 70), Centrifugal Fire Pumps (NFPA 20), the Emergency and Standby Power Systems (NFPA 110), ANSI/TIA/EIA 568-B, ANSI/TIA/EIA 569-A, ANSI/TIA/EIA 607, or ANSI/TIA/EIA 570.

(b) The National Electrical Code will be followed when there is any conflict between standard for Installation of Stationary Pumps for Fire Protection (NFPA 20), standard for Emergency and Standby Power Systems (NFPA 110), ANSI/TIA/EIA 568-B, ANSI/TIA/EIA 569-A, ANSI/TIA/EIA 607, ANSI/TIA/EIA 570-B, and the National Electrical Code (NFPA 70).

(c) In accordance with RCW 19.28.010(3), when the State of Washington Department of Labor and Industries adopts a more current edition of the National Electrical Code (NFPA 70), the more current edition shall be enforced. Provisions in the annex chapters of the National Electrical Code shall not apply unless specifically referenced in the adopting ordinance.

16.05.155 International Existing Building Code adopted.

The 2015 International Existing Building Code (IEBC), as adopted by the State Building Code Council in Chapter [51-50](#) WAC, as published by the International Code Council, Inc., including Appendix A, Guidelines for the Seismic Retrofit of Existing Buildings, Appendix N, Solar Readiness, and excluding Chapter 1, Administration, is hereby adopted by the City of Sammamish by reference, together with the amendments set

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forth in this section. The Construction Administrative Code, as set forth in Chapter [16.20](#) SMC, shall be used in place of IEBC Chapter 1, Administration.

(1) Amend Section 409.1 to include state amendments and City requirements relocated from SMC [16.20.107](#) to read as follows:

409.1 Conformance. Buildings or structures moved into or within the jurisdiction shall comply with the provisions of this code, the International Residential Code (chapter [51-51](#) WAC), the International Mechanical Code (chapter [51-52](#) WAC), the International Fire Code (chapter [51-54A](#) WAC), the Uniform Plumbing Code and Standards (chapters [51-56](#) and [51-57](#) WAC), the Washington State Energy Code (chapter [51-11](#) WAC) and the Washington State Ventilation and Indoor Air Quality Code (chapter [51-13](#) WAC) for new buildings or structures.

EXCEPTION: Group R-3 buildings or structures are not required to comply if:

1. The original occupancy classification is not changed; and
2. The original building is not substantially remodeled or rehabilitated.

For the purposes of this section, a building shall be considered to be substantially remodeled when the costs of remodeling exceed 60 percent of the value of the building exclusive of the costs relating to preparation, construction, demolition or renovation of foundations.

Prior to relocation, a feasibility inspection shall be performed on the building or structure by a registered design professional to document any known structural deficiencies, examine existing plumbing and mechanical systems, inspect insulated areas of the structure and check for life safety deficiencies. A copy of the inspection reports shall be submitted along with a building permit application for relocation.

Structures which do not conform to minimum requirements at the time of initial construction, or current life safety regulations, or are found substantially deficient in structural integrity, shall be subject to correction.

[\(2\) Add new section 409.1 Moved building – Electrical Conformance, for the purpose of relocating the content of SMC 16.20.107 as follows:](#)

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409.1 Moved buildings – Electrical requirements.

(1) Nonresidential buildings or structures moved into or within the jurisdiction must be inspected to ensure compliance with current requirements of this chapter.

(2) Residential buildings or structures wired in the U.S. to NEC requirements and moved into the jurisdiction must be inspected to ensure compliance with the NEC requirements in effect at the time and place the original wiring was made. The building or structure must be inspected to ensure compliance with all current requirements of Chapter 19.28 RCW and the rules developed by the building department if:

(a) The original occupancy classification of the building or structure is changed as a result of the move; or

(b) The building or structure has been substantially remodeled or rehabilitated as a result of the move.

(3) Residential buildings or structures wired in Canada to Canadian Electrical Code (CEC) standards and moved into the jurisdiction must be inspected to ensure compliance with the following minimum safety requirements:

(a) Service, service grounding, and service bonding must comply with the Sammamish Electrical Code.

(b) Canadian Standards Association (CSA) listed Type NMD cable is allowed with the following qualifications:

(i) CSA listed Type NMD cable, American Wire Gauge No. 10 and smaller installed after 1964, utilizing an equipment grounding conductor smaller than the phase conductors, must be:

(A) Replaced with a cable utilizing a full-size equipment grounding conductor; or

(B) Protected by a ground fault circuit interrupter protection device.

(ii) CSA listed Type NMD cable, No. 8 AWG and larger, must:

(A) Utilize an equipment grounding conductor sized according to the requirements of the NEC in effect at the time of the installation;

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(B) Be protected by a ground fault circuit interrupter protection device; or

(C) Be replaced.

(c) Other types of wiring and cable must be:

(i) Replaced with wiring listed or field evaluated in accordance with U.S. standards by a laboratory approved by the department; or

(ii) Protected by a ground fault circuit interrupter protection device and arc fault circuit protection device.

(d) Equipment, other than wiring or panelboards, manufactured and installed prior to 1997, must be listed and identified by laboratory labels approved by the department or CSA labels.

(e) All panelboards must be listed and identified by testing laboratory labels approved by the department with the following qualifications:

(i) CSA listed panelboards labeled "Suitable for Use as Service Equipment" will be considered to be approved as "Suitable for Use only as Service Equipment."

(ii) CSA listed panelboards must be limited to a maximum of 42 circuits.

(iii) CSA listed panelboards used as lighting and appliance panelboards, as described in the NEC, must meet all current requirements of the NEC and this chapter.

(f) Any wiring or panelboards replaced or changed as a result of the move must meet current requirements of Chapter 19.28 RCW and this chapter.

(g) The location, type, and ground fault circuit interrupter protection of receptacles and equipment in a bathroom, kitchen, basement, garage, or outdoor area must meet the Washington requirements in effect at the time the wiring was installed.

(h) Four 15-ampere, kitchen small appliance circuits will be accepted in lieu of two 20-ampere, kitchen small appliance circuits. Receptacles will not be required to be added on kitchen peninsular or island counters.

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(i) Spacing requirements for all other receptacles must meet the Washington requirements in effect at the time the wiring was installed.

(j) Receptacles installed above baseboard or fixed wall space heaters must be removed and the outlet box covered with a blank cover. The receptacle is required to be relocated as closely as possible to the existing location.

(k) Lighting outlet and switch locations must meet the Washington requirements in effect at the time the wiring was installed.

(l) Dedicated 20-ampere small appliance circuits are not required in dining rooms.

(m) Electric water heater branch circuits must be adequate for the load.

(n) The location, type, and circuit protection of feeders must meet the Washington State requirements in effect at the time the wiring was installed.(Ord. O2016-409 § 1 (Att. A))

16.05.157 International Swimming Pool and Spa Code adopted.

The 2015 International Swimming Pool and Spa Code, as adopted by the State Building Code Council at Chapters [51-50](#) and [51-51](#) WAC, as published by the International Code Council, Inc., is hereby adopted. The provisions of this code shall apply to the construction, alteration, movement, renovation, replacement, repair and maintenance of aquatic recreation facilities, pools and spas. The pools and spas covered by this code are either permanent or temporary, and shall be only those that are designed and manufactured to be connected to a circulation system and that are intended for swimming, bathing or wading. Swimming pools, spas and other aquatic recreation facilities shall comply with the International Swimming Pool and Spa Code, where the facility is one of the following:

- (1) For the sole use of residents and invited guests at a single-family dwelling;
- (2) For the sole use of residents and invited guests of a duplex owned by the residents; or
- (3) Operated exclusively for physical therapy or rehabilitation and under the supervision of a licensed medical practitioner.

All other "water recreation facilities" as defined in RCW [70.90.110](#) are regulated under Chapters [246-260](#) and [246-262](#) WAC. Public swimming pool barriers are regulated by WAC [246-260-031](#)(4). (Ord. O2016-409 § 1 (Att. A))

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16.05.160 Documents to be filed and available for public inspection.

At least one copy of the codes, regulations, and standards adopted by reference in this chapter, in the form in which they were adopted, shall be filed in the office of the City clerk and shall be available for use and examination by the public pursuant to RCW [35A.12.140](#). The City clerk may elect to have these copies kept in the permit center office for use by the public. (Ord. O2016-409 § 1 (Att. A); Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2004-148 § 2. Formerly § [16.05.170](#))

16.05.170 Violation.

Any person, firm, corporation or organization violating any of the provisions of this chapter shall be subject to the provisions of SMC Title [23](#), code enforcement. (Ord. O2016-409 § 1 (Att. A); Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2004-148 § 2. Formerly § [16.05.180](#))

16.05.180 Adoption of additional state codes.

The following chapter of the Washington Administrative Code, as presently existing and as may be subsequently amended, is adopted by reference: Chapter [51-19](#) WAC, Washington State Historic Building Code. (Ord. O2016-409 § 1 (Att. A); Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2004-148 § 2. Formerly § [16.05.190](#))

16.05.190 Code conflicts resolution.

(1) In case of conflict among the codes enumerated in this title, the first named code shall govern over those following.

(2) In case of conflict between other codes and provisions adopted by this chapter, the code or provision that is the most restrictive, as determined by the building official, shall apply. (Ord. O2016-409 § 1 (Att. A); Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2004-148 § 2. Formerly § [16.05.200](#))

16.05.200 Liability.

This chapter shall not be construed to relieve or lessen the responsibility of any person, partnership, firm, association, or corporation owning, building, altering, constructing, or moving any building or structure as defined in the building code, nor shall the City or any officer, employee, or agent of the City assume such liability by reason of any inspection authorized in this chapter or certificate of inspection issued by the City or any of its officers, employees or agents. This chapter shall not create or otherwise establish or designate any particular class or group of persons who will or should be specially protected by the terms of this chapter. (Ord.

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O2016-409 § 1 (Att. A); Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2004-148 § 2.
Formerly § 16.05.210)

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Chapter 16.20 CONSTRUCTION ADMINISTRATIVE CODE

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16.20.010 Short title.

This chapter shall constitute the construction administrative code of the City of Sammamish, hereinafter referred to as “this code.” (Ord. O2016-409 § 1 (Att. B); Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2004-148 § 3)

16.20.015 Purpose.

The purpose of the codes and regulations adopted by this code is to provide a consistent method for administration of the construction codes adopted in Chapter [16.05 SMC](#). (Ord. O2016-409 § 1 (Att. B); Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2007-214 § 1; Ord. O2004-148 § 3)

16.20.020 Scope.

The provisions of this construction administrative code shall apply to the administration of the following codes as adopted by the state of Washington and the City of Sammamish and as listed:

- (1) 2015 International Building Code – Chapter [51-50](#) WAC;
- (2) 2015 International Residential Code – Chapter [51-51](#) WAC;
- (3) 2015 International Mechanical Code – Chapter [51-52](#) WAC;
- (4) 2015 National Fuel Gas Code (NFPA 54) – Chapter [51-52](#) WAC;
- (5) 2014 Liquefied Petroleum Gas Code (NFPA 58) – Chapter [51-52](#) WAC;
- (6) 2015 International Fuel Gas Code – Chapter [51-52](#) WAC;
- (7) 2015 Uniform Plumbing Code – Chapter [51-56](#) WAC;
- (8) 2015 Washington State Energy Codes – Chapters [51-11C](#) and [51-11R](#) WAC.
- (9) 2015 International Existing Building Code – Chapter [51-50](#) WAC.
- 10) 2015 International Swimming Pool and Spa Code – WAC [51-50-3109](#) and [51-51-0329](#). (Ord. O2016-409 § 1 (Att. B); Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2007-214 § 1; Ord. O2004-148 § 3)

[11\) Sammamish Electrical Code.](#)

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16.20.025 Definitions.

For the purpose of this chapter, certain terms, phrases, words and their derivatives shall have the meanings set forth in this section. Where terms are not defined, they shall have their ordinary accepted meanings within the context with which they are used. "Webster's Third International Dictionary of the English Language," unabridged latest edition, shall be considered as providing ordinary accepted meanings. Words used in the singular include the plural, and the plural the singular. Words used in the masculine gender include the feminine, and the feminine the masculine.

"Action" means a specific response complying fully with a specific request by the City of Sammamish.

"Amended construction documents" means changes or revisions to the approved plans which do not alter the size, shape, height, location or orientation on property, major components of the structural load path, or existing requirements.

"Building division" means the staff of the City of Sammamish community development department under the direction of the building official responsible for review of construction drawings and construction inspection for compliance with adopted building, plumbing, mechanical, fire, and other applicable construction codes.

"Building official" means the person or persons designated by the director of community development, charged with the administration and enforcement of the adopted construction codes.

"Building service equipment" means and refers to the plumbing, mechanical and electrical equipment including piping, wiring, fixtures, and other accessories which provide sanitation, lighting, heating, ventilation, cooling, refrigeration, firefighting, and transportation facilities essential to the occupancy of the building or structure for its designated use.

"Code official" means the person or persons charged with the enforcement of the adopted administrative and construction codes, or any duly authorized representative.

"Complete response" means an adequate response to all requests from City staff in sufficient detail to allow the application to be processed.

"Energy code" means the International Energy Conservation Code promulgated by the Washington State Building Code Council as adopted by the City of Sammamish.

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“Existing building” means a building erected prior to the adoption of this code and Chapter [16.05 SMC](#), or one for which a legal building permit has been issued and approved.

“IBC” means the latest edition of the International Building Code promulgated by the International Code Council as adopted by the City of Sammamish.

“IEBC” means the latest edition of the International Existing Building Code promulgated by the International Code Council as adopted by this jurisdiction.

“IMC” means the latest edition of the International Mechanical Code promulgated by the International Code Council as adopted by the City of Sammamish.

“IRC” means the latest edition of the International Residential Code for one- and two-family dwellings promulgated by the International Code Council as adopted by the City of Sammamish.

“NEC” means the latest edition of the National Electrical Code promulgated by the National Fire Protection Association- [as amended by the Washington Cities Electrical Code and adopted by the city.](#)

“Occupancy” means the purpose for which a building, or part thereof, is used or intended to be used.

“Permit center” means the staff of the City of Sammamish community development department under the direction of the permit center manager responsible for intake and issuance of building, plumbing, mechanical, fire and other development permits.

“Public service agency” shall include those agencies providing noncompetitive services and rates to the public for the purpose of delivering electrical, water, sewer or gas utilities. The equipment installed by a public service agency shall be owned, operated and maintained by that agency.

“PUDs” means public utility districts such as water and sewer, etc.

“SEPA” means the State Environmental Policy Act.

“Shall,” as used in this code, is mandatory.

“SMC” means the latest edition of the Sammamish Municipal Code.

“UPC” means the latest edition of the Uniform Plumbing Code promulgated by the International Association of Plumbing and Mechanical Officials as adopted by the City of Sammamish.

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“Valuation” or “value,” as applied to a building or building service equipment, means and shall be the estimated cost to replace the building and its building service equipment in kind, based on current material and labor replacement costs, and shall include contractor’s overhead and profit. (Ord. O2016-409 § 1 (Att. B); Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2009-253 § 1 (Att. A); Ord. O2007-214 § 1; Ord. O2004-148 § 3. Formerly § [16.20.030](#))

16.20.030 Appendices.

Provisions in the appendices of adopted codes shall not apply unless specifically adopted. (Ord. O2016-409 § 1 (Att. B); Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2004-148 § 3. Formerly § [16.20.035](#))

16.20.035 Intent.

The purpose of this code and Chapter [16.05](#) SMC is to establish the minimum requirements to provide a reasonable level of safety, public health, and general welfare through structural strength, means of egress facilities, stability, sanitation, adequate light and ventilation, energy conservation, and safety to life and property from fire and other hazards attributed to the built environment and to provide a reasonable level of safety to fire fighters and emergency responders during emergency operations. (Ord. O2016-409 § 1 (Att. B); Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2004-148 § 3. Formerly § [16.20.040](#))

16.20.040 Referenced codes.

The codes listed in SMC [16.20.045](#) through [16.20.075](#) and referenced elsewhere in this code and Chapter [16.05](#) SMC shall be considered part of the requirements of this code and Chapter [16.05](#) SMC to the prescribed extent of each such reference. (Ord. O2016-409 § 1 (Att. B); Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2004-148 § 3. Formerly § [16.20.045](#))

16.20.045 International Building Code.

(1) Scope. The provisions of the International Building Code shall apply to the construction, alteration, movement, enlargement, replacement, repair, equipment, use and occupancy, location, maintenance, removal, and demolition of every building or structure or any appurtenances connected or attached to such buildings or structures.

(2) Exceptions: Detached one- and two-family dwellings and multiple single-family dwellings (townhouses) not more than three stories above grade in height with separate means of egress and their accessory structures not more than three stories above grade plane in height shall comply with the International Residential Code.

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(Ord. O2016-409 § 1 (Att. B); Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2004-148 § 3. Formerly § [16.20.050](#))

16.20.050 International Residential Code- ~~Scope.~~

(1) ~~Scope.~~ The provisions of the International Residential Code for One- and Two-Family Dwellings shall apply to the construction, alteration, movement, enlargement, replacement, repair, equipment, use and occupancy, location, maintenance, removal, and demolition of detached one- and two-family dwellings, adult family homes, and townhouses not more than three stories in height above grade plane with separate means of egress and their accessory structures that are not more than three stories in height above grade plane.

(2) Exceptions.

(a) Live/work units located in townhouses and complying with the requirements of Section 419 of the International Building Code shall be permitted to be constructed in accordance with the International Residential Code for One- and Two-Family Dwellings. Fire suppression required by Section 419.5 of the International Building Code where constructed under the International Residential Code for One- and Two-Family Dwellings shall conform to Appendix Q.

(b) Owner-occupied lodging houses with one or two guestrooms shall be permitted to be constructed in accordance with the International Residential Code for One- and Two-Family Dwellings.

(c) Owner-occupied lodging homes with three to five guestrooms shall be permitted to be constructed in accordance with the International Residential Code for One- and Two-Family Dwellings where equipped with a fire sprinkler system in accordance with Appendix Q. (Ord. O2016-409 § 1 (Att. B); Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2004-148 § 3. Formerly § [16.20.055](#))

16.20.055 Mechanical ~~eCode.~~ ~~Scope.~~

(1) ~~Scope.~~ The provisions of the International Mechanical Code shall apply to the installation, alterations, repairs and replacement of mechanical systems, including equipment, appliances, fixtures, fittings and/or appurtenances, including ventilating, heating, cooling, air conditioning and refrigeration systems, incinerators and other energy-related systems.

(2) Exceptions.

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(a) The International Fuel Gas Code: for all installations utilizing natural gas except those regulated by the IRC and those utilizing LPG.

(b) International Residential Code: for all structures regulated by the IRC except LPG installations.

(c) NFPA 54 and 58: for all LPG installations. (Ord. O2016-409 § 1 (Att. B); Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2004-148 § 3. Formerly § [16.20.060](#))

16.20.060 Liquid ~~p~~Propane ~~g~~Gas ~~e~~Code- Scope.

~~Scope.~~ The provisions of the National Fuel Gas Code and Liquefied Petroleum Gas Code (NFPA 54 and 58) shall apply to the installation of all materials and equipment utilizing liquid propane gas. (Ord. O2016-409 § 1 (Att. B); Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2004-148 § 3. Formerly § [16.20.065](#))

16.20.065 Natural ~~g~~Gas ~~e~~Code- Scope.

~~Scope.~~ The provisions of the International Fuel Gas Code shall apply to the installation of all materials and equipment utilizing natural gas including gas piping systems, fuel gas utilization equipment, gaseous hydrogen systems, and related accessories except those regulated by the International Residential Code. (Ord. O2016-409 § 1 (Att. B); Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2007-214 § 1; Ord. O2004-148 § 3. Formerly § [16.20.070](#))

16.20.070 Plumbing ~~e~~Code- - Scope.

~~Scope.~~ The provisions of the Uniform Plumbing Code shall apply to the installation, alteration, repair and replacement of plumbing systems, including equipment, appliances, fixtures, fittings and appurtenances, and where connected to a water or sewage system and all aspects of a medical gas system. (Ord. O2016-409 § 1 (Att. B); Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2004-148 § 3. Formerly § [16.20.075](#))

16.20.070 Sammamish Electrical Code. – Scope.

The provisions of the Sammamish Electrical Code apply to the installation of electric conductors, electric equipment and additions, alterations, modifications, or repairs to existing electrical installations for the following:

(1) Electric conductors, electric equipment, and electrical raceways installed within or on public and private buildings, property or other structures.

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(2) Signaling and communications conductors and equipment, telecommunications conductors and equipment, fiber optic cables, and raceways installed within or on public and private buildings, property or other structures.

(3) Yards, lots, parking lots, and industrial substations.

(4) Temporary electrical installations for use during the construction of buildings.

(5) Temporary electrical installations for carnivals, conventions, festivals, fairs, traveling shows, the holding of religious services, temporary lighting of streets, or other approved uses.

(6) Installations of conductors and equipment that connect to a supply of electricity.

(7) All other outside electrical conductors on the premises.

(8) Optional standby systems derived from portable generators.

Exception: Installations under the exclusive control of electric utilities for the purpose of communication, transmission, and distribution of electric energy located in buildings used exclusively by utilities for such purposes or located outdoors on property owned or leased by the utilities or on public highways, streets, roads, etc., or outdoors by established rights on private property.

It is the intent of this section that the Sammamish Electrical Code covers all premises' wiring or wiring other than utility owned metering equipment, on the load side of the service point of buildings, structures, or any other premises not owned or leased by the utility. Also, it is the intent that the Sammamish Electrical Code covers installations in buildings used by the utility for purposes other than listed in above, such as office buildings, warehouses, garages, machine shops, and recreational buildings which are not an integral part of a generating plant, substation, or control center.

16.20.075 Washington State Energy Code.

The provisions of the Washington State Energy Code shall apply to all matters governing the design and construction of buildings for energy efficiency. The Washington State Energy Codes (WSEC), as adopted by the State Building Code Council in Chapter [51-11C](#) and [11R](#) WAC, are adopted by reference.

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Exception: The provisions of these codes do not apply to temporary growing structures used solely for the commercial production of horticultural plants including ornamental plants, flowers, vegetables, and fruits. A temporary growing structure is not considered a building for the purposes of these codes. However, the installation of other than listed, portable mechanical equipment or listed, portable lighting fixtures is not allowed. (Ord. O2016-409 § 1 (Att. B); Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A))

16.20.077 2015 International Existing Building Code.

The provisions of the International Existing Building Code shall apply to the repair, alteration, change of occupancy, addition to and relocation of existing buildings not regulated under the International Residential Code. (Ord. O2016-409 § 1 (Att. B))

16.20.078 International Swimming Pool and Spa Code.

Scope. The provisions of this code shall apply to the construction, alteration, movement, renovation, replacement, repair and maintenance of aquatic recreation facilities, pools and spas. The pools and spas covered by this code are either permanent or temporary, and shall be only those that are designed and manufactured to be connected to a circulation system and that are intended for swimming, bathing or wading. Swimming pools, spas and other aquatic recreation facilities shall comply with the International Swimming Pool and Spa Code, where the facility is one of the following:

- (1) For the sole use of residents and invited guests at a single-family dwelling;
- (2) For the sole use of residents and invited guests of a duplex owned by the residents; or
- (3) Operated exclusively for physical therapy or rehabilitation and under the supervision of a licensed medical practitioner.

All other “water recreation facilities” as defined in RCW [70.90.110](#) are regulated under Chapters [246-260](#) and [246-262](#) WAC. Public swimming pool barriers are regulated by WAC [246-260-031](#)(4). (Ord. O2016-409 § 1 (Att. B))

16.20.080 General applicability.

Where there is a conflict between a general requirement and a specific requirement, the specific requirement shall be applicable. Where, in any specific case, different sections of this code and Chapter [16.05](#) SMC specify different materials, methods of construction or other requirements, the most restrictive shall govern, except that

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the hierarchy of the codes named in Chapter [19.27](#) RCW shall govern. (Ord. O2016-409 § 1 (Att. B); Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2004-148 § 3)

16.20.085 Other laws.

The provisions of this code and Chapter [16.05](#) SMC shall not be deemed to nullify any provisions of local, state or federal law. (Ord. O2016-409 § 1 (Att. B); Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2004-148 § 3)

16.20.090 Application of references.

References to chapter or section numbers, or to provisions not specifically identified by number, shall be construed to refer to such chapter, section or provision of this code or Chapter [16.05](#) SMC. (Ord. O2016-409 § 1 (Att. B); Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2004-148 § 3)

16.20.095 Referenced codes and standards.

The codes and standards referenced in this code and Chapter [16.05](#) SMC shall be considered part of the requirements of this code and Chapter [16.05](#) SMC to the prescribed extent of each such reference. Where differences occur between provisions of this code and Chapter [16.05](#) SMC and referenced codes and standards, the provisions of this code and Chapter [16.05](#) SMC shall apply. (Ord. O2016-409 § 1 (Att. B); Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2004-148 § 3)

16.20.100 Partial invalidity.

In the event that any part or provision of this code is held to be illegal or void, this shall not have the effect of making void or illegal any of the other parts or provisions. (Ord. O2016-409 § 1 (Att. B); Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2004-148 § 3)

16.20.105 Existing structures.

The legal occupancy of any structure existing on the date of adoption of this code and Chapter [16.05](#) SMC shall be permitted to continue without change, except as is specifically covered in this code, the International Fire Code, the Sammamish Building and Property Maintenance Code, or as is deemed necessary by the building official or fire marshal for the general safety and welfare of the occupants and the public. Modifications to existing structures shall be permitted to be performed in accordance with WAC [51-50-480000](#) (International Existing Building Code).

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Electrical wiring added to an existing service, feeder, or branch circuit shall not result in an installation that violates the provisions of the code in force at the time the additions were made.

Ord. O2016-409 § 1 (Att. B); Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2007-214 § 1; Ord. O2004-148 § 3)

16.20.107 Moved buildings.

(1) Buildings or structures moved into or within a jurisdiction shall comply with the provisions of SMC

[16.05.155](#).

(2). Electrical requirements for moved buildings shall be in accordance with 16.05.155 (2).(Ord. O2016-409 § 1 (Att. B); Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2007-214 § 1)

16.20.108 Requirements not covered by code.

Requirements necessary for the strength, stability or proper operation of an existing or proposed structure or installation, or for the public safety, health and general welfare, not specifically covered by this code, shall be determined by the building official. (Ord. O2016-409 § 1 (Att. B); Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A))

16.20.109 Structures in areas of special flood hazard.

Buildings located in areas of special flood hazard shall be regulated under the International Building Code, the International Residential Code and the Sammamish Municipal Code. (Ord. O2016-409 § 1 (Att. B); Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A))

16.20.110 Creation of enforcement agency.

The building division of the community development department is hereby created and the official in charge thereof shall be known as the building official. (Ord. O2016-409 § 1 (Att. B); Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2004-148 § 3)

16.20.115 Appointment.

The building official shall be appointed by the chief appointing authority of the City of Sammamish. (Ord. O2016-409 § 1 (Att. B); Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2004-148 § 3)

16.20.120 Deputies.

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In accordance with the prescribed procedures of the City of Sammamish and with the concurrence of the appointing authority, the building official shall have the authority to appoint a deputy building official, the related technical officers, inspectors, plan examiners and other employees. Such employees shall have powers as delegated by the building official. (Ord. O2016-409 § 1 (Att. B); Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2004-148 § 3)

16.20.125 Duties and power of building official.

The building official is hereby authorized and directed to enforce the provisions of this code and Chapter [16.05](#) SMC. The building official shall have the authority to render interpretations of this code and Chapter [16.05](#) SMC and to adopt policies and procedures in order to clarify the application of their provisions. Such interpretations, policies and procedures shall be in compliance with the intent and purpose of this code and Chapter [16.05](#) SMC. Such policies and procedures shall not have the effect of waiving requirements specifically provided for in this code and Chapter [16.05](#) SMC. (Ord. O2016-409 § 1 (Att. B); Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2004-148 § 3)

16.20.130 Applications and permits.

The permit center shall receive and review applications for the erection, alteration, demolition and moving of buildings, structures and building service equipment, shall route to the appropriate divisions or departments of the City of Sammamish and/or other agencies for review and approval and, when approved by all appropriate divisions, departments, or agencies, issue the appropriate permit. The building division shall review construction documents for the erection, alteration, demolition and moving of buildings, structures and building service equipment, inspect the premises for which such permits have been issued and enforce compliance with the provisions of this code and Chapter [16.05](#) SMC. (Ord. O2016-409 § 1 (Att. B); Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2004-148 § 3)

16.20.135 Notices and orders.

The building official shall have the authority to issue all necessary notices or orders to ensure compliance with this code and Chapter [16.05](#) SMC. Notices and orders shall be as prescribed in Chapter [23.60](#) SMC. (Ord. O2016-409 § 1 (Att. B); Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2007-214 § 1; Ord. O2004-148 § 3)

16.20.138 Tagging of buildings.

Following a City of Sammamish issued formal declaration of emergency, the building official shall be authorized to evaluate and provide building safety evaluations. Evaluations shall generally follow standards from the

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Applied Technology Council ATC 20, ATC 20-1 or ATC 45 manuals. The procedure shall allow for the tagging of buildings as “Inspected,” “Limited Entry” or “Unsafe” along with associated penalties per SMC [16.20.545](#) for removal of building tags. Notice and orders pertaining to dangerous buildings and appeal procedures established under adopted building codes shall not apply under official declarations of emergency. This section for tagging of buildings shall also apply for unsafe structures and equipment identified in SMC [16.25.150](#). (Ord. O2016-409 § 1 (Att. B); Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A))

16.20.140 Inspections.

The building division shall make all of the required inspections, or the building official shall have the authority to accept reports of inspection by approved agencies or individuals. Reports of such inspections shall be in writing and be certified by a responsible officer of such approved agency or by the responsible individual. The building official is authorized to engage such expert opinion as deemed necessary to report upon unusual technical issues that arise at the applicant’s expense. (Ord. O2016-409 § 1 (Att. B); Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2004-148 § 3)

16.20.145 Identification.

Building division personnel shall carry proper identification when inspecting structures or premises in the performance of duties under this code and Chapter [16.05](#) SMC. (Ord. O2016-409 § 1 (Att. B); Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2004-148 § 3)

16.20.150 Right of entry.

Where it is necessary to make an inspection to enforce the provisions of this code and Chapter [16.05](#) SMC, or where the building official has reasonable cause to believe that there exists in a structure or upon a premises a condition which is contrary to or in violation of this code and Chapter [16.05](#) SMC which makes the structure or premises unsafe, dangerous or hazardous, the building official is authorized to enter the structure or premises at reasonable times to inspect or to perform the duties imposed by this code and Chapter [16.05](#) SMC; provided, that if such structure or premises be occupied that credentials be presented to the occupant and entry requested. If such structure or premises is unoccupied, the building official shall first make a reasonable effort to locate the owner, the owner’s authorized agent, or other person having charge or control of the structure or premises and request entry. If entry is refused, the building official shall have recourse to the remedies provided by law to secure entry.

Where the code official has first obtained a proper inspection warrant or other remedy provided by law to secure entry, an owner, the owner's authorized agent or occupant or person have charge, care or control of the

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building or premises shall not fail or neglect, after proper request is made as herein provided, to promptly permit entry therein by the code official for the purpose of inspection and examination pursuant to the applicable construction code. (Ord. O2016-409 § 1 (Att. B); Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2004-148 § 3)

16.20.155 Department records.

The permit center shall keep official records of applications received, permits and certificates issued, and fees collected. The building official shall keep official records of reports of inspections, and notices and orders issued. Such records shall be retained in the official records for the period required for retention of public records. (Ord. O2016-409 § 1 (Att. B); Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2004-148 § 3)

16.20.160 Liability.

The building official or employee charged with the enforcement of this code and Chapter [16.05](#) SMC, while acting for the City of Sammamish in good faith and without malice in the discharge of the duties required by this code and Chapter [16.05](#) SMC or other pertinent law or ordinance, shall not thereby be rendered liable personally and is hereby relieved from personal liability for any damage accruing to persons or property as a result of any act or by reason of an act or omission in the discharge of official duties. Any suit instituted against an officer or employee because of an act performed by that officer or employee in the lawful discharge of duties and under the provisions of this code and Chapter [16.05](#) SMC shall be defended by legal representative of the City of Sammamish until the final termination of the proceedings. The building official or any subordinate shall not be liable for cost in any action, suit or proceeding that is instituted in pursuance of the provisions of this code and Chapter [16.05](#) SMC. (Ord. O2016-409 § 1 (Att. B); Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2004-148 § 3)

16.20.165 Approved materials and equipment.

Materials, equipment and devices approved by the building official shall be constructed and installed in accordance with such approval. (Ord. O2016-409 § 1 (Att. B); Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2004-148 § 3)

16.20.170 Used materials and equipment.

The use of used materials and building service equipment which meet the requirements of this code for new materials is permitted. Used equipment and devices shall not be reused unless approved by the building

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official. (Ord. O2016-409 § 1 (Att. B); Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2004-148 § 3)

16.20.175 Modifications.

Wherever there are practical difficulties involved in carrying out the provisions of this code and Chapter [16.05](#) SMC, the building official shall have the authority to grant modifications for individual cases, upon application of the owner or the owner's authorized agent, provided the building official shall first find that special individual reason makes the strict letter of this code and Chapter [16.05](#) SMC impractical and the modification is in compliance with the intent and purpose of this code and Chapter [16.05](#) SMC and that such modification does not lessen health, accessibility, life and fire safety, or structural requirements. The details of action granting modifications shall be recorded and entered in the files of the department. The building official is authorized to charge an additional fee to evaluate any proposed modification under the provisions of this section. (Ord. O2016-409 § 1 (Att. B); Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2004-148 § 3)

16.20.180 Alternative materials, design and methods of construction and equipment.

The provisions of this code and Chapter [16.05](#) SMC are not intended to prevent the installation of any material or to prohibit any design or method of construction not specifically prescribed by this code and Chapter [16.05](#) SMC; provided, that any such alternative has been approved by the building official. An alternative material, design or method of construction shall be approved where the building official finds that the proposed design is satisfactory and complies with the intent of the provisions of this code and Chapter [16.05](#) SMC, and that the material, method or work offered is, for the purpose intended, at least the equivalent of that prescribed in this code and Chapter [16.05](#) SMC in quality, strength, effectiveness, fire resistance, durability and safety. Where the alternative material, design or method of construction is not approved, the building official shall respond in writing, stating the reasons why the alternative was not approved. The building official is authorized to charge an additional fee to evaluate any proposed alternate material, design and/or method of construction and equipment under the provisions of this section. (Ord. O2016-409 § 1 (Att. B); Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2004-148 § 3)

16.20.185 Research reports.

Supporting data, where necessary to assist in the approval of materials or assemblies not specifically provided for in this code and Chapter [16.05](#) SMC, shall consist of valid research reports from approved sources. (Ord. O2016-409 § 1 (Att. B); Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2004-148 § 3)

16.20.190 Tests.

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Whenever there is insufficient evidence of compliance with the provisions of this code and Chapter [16.05](#) SMC, or evidence that a material or method does not conform to the requirements of this code and Chapter [16.05](#) SMC, or in order to substantiate claims for alternative materials or methods, the building official shall have the authority to require tests as evidence of compliance to be made at no expense to the City of Sammamish. Test methods shall be as specified in this code and Chapter [16.05](#) SMC or by other recognized test standards. In the absence of recognized and accepted test methods, the building official shall approve the testing procedures. Tests shall be performed by an approved agency. Reports of such tests shall be retained by the building official for the period required for retention of public records. (Ord. O2016-409 § 1 (Att. B); Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2004-148 § 3)

16.20.195 Permits required.

Any owner or owner's authorized agent who intends to construct, enlarge, alter, repair, move, demolish, or change the occupancy of a building or structure, or to erect, install, enlarge, alter, repair, remove, convert or replace any gas, mechanical or plumbing system, the installation of which is regulated by Chapter [16.05](#) SMC, or to cause any such work to be done, shall first make application to the permit center and obtain the required permit. (Ord. O2016-409 § 1 (Att. B); Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2004-148 § 3)

16.20.197 Electrical Permits Required.

In accordance with Chapter 19.28 RCW, an electrical permit is required for the following installations:

(1) The installation, alteration, repair, replacement, modification or maintenance of all electrical systems, wire and electrical equipment regardless of voltage.

(2) The installation and/or alteration of low voltage systems defined as:

(a) NEC, Class 1 power limited circuits at 30 volts maximum.

(b) NEC, Class 2 circuits powered by a Class 2 power supply as defined in NEC 725.41(A).

(c) NEC, Class 3 circuits powered by a Class 3 power supply as defined in NEC 725.41(A).

(3) Telecommunications Systems.

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(a) Installation of telecommunications systems on the customer side of the network demarcation point for projects greater than 10 telecommunications outlets.

(b) All backbone installations, regardless of size, and all telecommunications cable or equipment installations involving penetrations of fire barriers or passing through hazardous locations require a permit and inspection.

(c) The installation of greater than 10 outlets and the associated cables along any horizontal pathway from a telecommunications closet to work areas during any continuous 90-day period requires a permit and inspection.

(d) Backbone installations in multifamily residential dwellings which require penetration of fire barriers or installation of more than 10 outlets in common areas.

(e) Definitions of telecommunications technical terms shall be as set forth in Chapter 19.28 RCW, EIA/TIA standards, and the Sammamish Electrical Code.

16.20.200 Work exempt from permit.

Exemptions from permit requirements of this code and Chapter [16.05](#) SMC shall not be deemed to grant authorization for any work to be done in any manner in violation of the provisions of this code and Chapter [16.05](#) SMC or any other laws or ordinances of the City of Sammamish. Permit exemptions for activities outside the footprint of an existing legally established structure shall not apply within critical areas or within the standard shoreline setbacks. Permits shall not be required for the following:

(1) Public Service Agencies or Work in the Public Right-of-Way.

(a) Installation, alteration or repair of generation, transmission, distribution or metering or other related equipment that is under the ownership and control of public service agencies.

(b) Work located primarily in a public right-of-way, on public utility towers and poles (but no exemption for wireless communications facilities that are not located in a public way) and hydraulic flood control structures.

(2) Building.

(a) IRC accessory structures used as tool and storage sheds, one-story tree-supported play structures, playhouses and similar uses, but not including vehicle storage, provided the floor

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area does not exceed 200 square feet and, except one-story tree-supported play structures, the height does not exceed 12 feet from the grade plane to the highest point of the roof.

(b) Fences not over six feet (1,829 mm) high.

(c) Oil derricks.

(d) Retaining walls which are not over four feet (1,219 mm) in height measured from the bottom of the footing to the top of the wall, unless supporting a surcharge or impounding Class I, II or III-A liquids.

(e) Rockery walls which are not over four feet (1,219 mm) in height measured from finished grade to the top of the wall, unless supporting a surcharge or impounding Class I, II or III-A liquids.

(f) Water tanks supported directly on grade if the capacity does not exceed 5,000 gallons (18,925 L) and the ratio of height to diameter or width does not exceed two to one.

(g) Sidewalks and driveways that are not part of an accessible path of travel.

(h) Decks and associated platforms and steps accessory to buildings which are not more than 30 inches (762 mm) above adjacent grade at any point within 36 inches horizontally to the edge of the open side, are not over any basement or story below and are not part of an accessible path of travel.

(i) Painting, papering, tiling, carpeting, cabinets, countertops, nonstructural wood or vinyl siding, and similar finish work; provided, that existing accessible features are not altered.

(j) In-kind reroofing of one- and two-family dwellings, provided the existing roofing material is not removed or replaced.

(k) Window replacement in IRC structures where no alteration of structural members is required; however, this does not include windows which require safety glass or provide egress under the IRC.

(l) Replacement of nonstructural siding on IRC structures except for exterior insulation finish systems (EIFS) or stucco finish.

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- (m) Temporary motion picture, television and theater stage sets and scenery.
- (n) *Reserved.*
- (o) Shade cloth structures constructed for garden, nursery or agricultural purposes and not including service systems.
- (p) Swings, slides and other similar playground equipment.
- (q) Window awnings supported by an exterior wall of a one- and two-family dwelling or Group R-3 and Group U occupancies, which do not project more than 54 inches (1,372 mm) from the exterior wall and do not require additional support.
- (r) Nonfixed and movable fixtures, cases, racks, counters and partitions not over five feet nine inches (1,753 mm) in height.
- (s) Satellite earth station antennas six and one-half feet (two m) or less in diameter or diagonal in zones other than residential zones.
- (t) Satellite earth station antennas three and one-quarter feet (one m) or less in diameter in residential zones.
- (u) Video programming service antennas three and one-quarter feet (one m) or less in diameter or diagonal dimension, regardless of zone.
- (v) Job shacks that are placed at the job site during construction, for which a permit has been issued, may be allowed on a temporary basis and shall be removed upon final approval of construction. A "job shack" means a portable or temporary structure for which the primary purpose is to house equipment or supplies and which may serve as a temporary office during construction activity. Sales offices are not considered construction related.
- (w) Flag and light poles located on private property less than or equal to 20 feet in height.

(3) Electrical.

(a) Portable motors or other portable appliances which are energized by means of a cord or cable having an attachment plug end to be connected to an approved receptacle, when that cord or cable is permitted by the National Electrical Code.

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(b) Repair or replacement of fixed motors, transformers, or fixed approved appliances or devices rated 50 amps or less and which are like-in-kind and in the same location.

(c) Temporary decorative lighting; when used for a period not to exceed 90 days and removed at the conclusion of the 90-day period.

(d) Repair or replacement of current-carrying parts of any switch, conductor or control device, which are like-in-kind and in the same location.

(e) Repair or replacement of attachment plug(s) and associated receptacle(s) rated 50 amperes or less, which are like-in-kind in the same location.

(f) Repair or replacement of any over current device, which is like-in-kind and in the same location.

(g) Repair or replacement of electrodes or transformers of the same size and capacity for signs or gas tube systems.

(h) Removal of electrical wiring.

(i) Telecommunication outlet installations within individual dwelling units.

(j) Listed wireless security systems for which power is supplied by a listed Class 2 plug-in transformer and which are installed within dwelling units.

(k) The installation, alteration or repair of electrical wiring, apparatus or equipment or the generation, transmission, distribution or metering of electrical energy or in the operation of signals or the transmission of intelligence, by a public or private utility in the exercise of its function as a serving utility.

(l) Portable generators serving only cord and plug connected loads supplied through receptacles on the generator.

(m) Travel trailers.

(n) Heat cable repair.

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(o) Like-in-kind replacement of one or more of the following: lamps, a single battery smaller than 150-amp hour, contactors, relays, timers, starters, circuit boards, or similar control components, one household appliance, circuit breakers, single-family residential luminaires, a maximum of five snap snap switches, dimmers, receptacle outlets, thermostats, heating elements, luminaire ballasts with an exact same ballast, component(s) of electric signs, outline lighting, skeleton neon tubing when replaced on site by an appropriate electrical contractor and when the sign, outline lighting or skeleton neon tubing electrical system is not modified; one ten horsepower or smaller motor; and induction detection loops that comply with WAC 296-46B-300(2) and are used to control gate access devices.

(p) All wiring for low voltage installations within a one-family dwelling unit or its accessory structure except wired security, fire or smoke alarm systems, provided the power is supplied by a listed Class 2 power supply and none of the wiring penetrates the wall or ceiling between the dwelling unit and an attach garage, or wall separating two dwelling units.

~~(3)~~ 4) Mechanical.

- (a) Portable heating, cooking, or clothes-drying appliances.
- (b) Portable ventilation equipment.
- (c) Portable cooling unit.
- (d) Steam or hot or chilled water piping within any heating or cooling equipment regulated by this code and Chapter [16.05](#) SMC.
- (e) Replacement of any part which does not alter its approval or make it unsafe.
- (f) Portable evaporative cooler.
- (g) Self-contained refrigeration system containing 10 pounds (4.54 kg) or less of refrigerant and actuated by motors of one horsepower (746 W) or less.
- (h) Portable fuel cell appliances that are not connected to a fixed piping system and are not interconnected.

~~(4)~~ 5) Plumbing.

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(a) The stopping and/or repairing of leaks in drains, water, soil, waste or vent pipe; provided, however, that should any concealed trap, drain pipe, water, soil, waste or vent pipe become defective and it becomes necessary to remove and replace the same with new material, the same shall be considered as new work and a permit shall be procured and inspection made as provided in this code.

(b) The clearing of stoppages.

(c) Reinstallation or replacement of prefabricated fixtures that do not involve or require the replacement or rearrangement of valves or pipes. (Ord. O2016-409 § 1 (Att. B); Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2009-249 § 1; Ord. O2007-214 § 1; Ord. O2004-148 § 3)

16.20.205 Emergency repairs.

Where equipment replacements and equipment repairs must be performed in an emergency situation, the permit application shall be submitted within the next working business day to the permit center. (Ord. O2016-409 § 1 (Att. B); Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2004-148 § 3)

16.20.210 Ordinary repairs.

Application or notice to the permit center is not required for ordinary repairs to structures, replacement of lamps, or the connection of approved portable electrical equipment to approved permanently installed receptacles. Such repairs shall not include the cutting away of any wall, partition or portion thereof, the removal or cutting of any structural beam or load-bearing support, or the removal or change of any required means of egress, or rearrangement of parts of a structure affecting the egress requirements; nor shall ordinary repairs include addition to, alteration of, replacement or relocation of any standpipe, water supply, sewer, drainage, drain leader, gas, soil, waste, vent or similar piping, electric wiring or mechanical or other work affecting public health or general safety. (Ord. O2016-409 § 1 (Att. B); Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2004-148 § 3)

16.20.215 Application for permit.

To obtain a permit, the applicant shall first file a complete application as defined by the jurisdiction therefor in writing on a form furnished by the permit center for that purpose. Such application shall:

(1) Identify and describe the work to be covered by the permit for which application is made.

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(2) The legal description, or the tax parcel number and the street address if available, that will readily identify and definitely locate the proposed building or work.

(3) The property owner's name, address, and phone number.

(4) The prime contractor's business name, address, phone number, and current state contractor registration number.

(5) Either:

(a) The name, address, and phone number of the office of the lender administering the interim construction financing, if any; or

(b) The name and address of the firm that has issued a payment bond, if any, on behalf of the prime contractor for the protection of the owner, if the bond is for an amount not less than 50 percent of the total amount of the construction project.

(6) Indicate the use or occupancy for which the proposed work is intended.

(7) Be accompanied by plans, diagrams, computations and specifications and other information as required in SMC [16.20.255](#) through [16.20.275](#).

(8) State the valuation of the proposed work.

(9) Be signed by the applicant, or the applicant's authorized agent.

(10) Give such other data and information as required by the City of Sammamish.

The information required on the building permit application by subsections (2) through (5) of this section shall be set forth on the building permit document which is issued to the owner, and on the inspection record card which shall be posted at the construction site.

If the information required by subsection (5) of this section is not available at the time the application is submitted, the applicant shall so state and the application shall be processed forthwith and the permit issued as if the information had been supplied, and the lack of the information shall not cause the application to be deemed incomplete for the purposes of vesting. However, the applicant shall provide the remaining information as soon as the applicant can reasonably obtain such information. (Ord. O2016-409 § 1 (Att. B); Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2007-214 § 1; Ord. O2004-148 § 3)

16.20.220 Action on application.

City staff shall examine or cause to be examined applications for permits and amendments thereto prior to acceptance of the building, electrical, plumbing, mechanical or related permit application. If the application or the construction documents are incomplete or lack sufficient information to demonstrate compliance with applicable codes and standards, the application shall be returned to the applicant stating the reasons therefor. If the City staff is satisfied that the application or construction documents are complete and provide sufficient information to proceed with review, the permit center shall accept the permit application and collect the appropriate submittal fees.

Notwithstanding the language of this or any other provision of this code, no building permit shall be issued until all other project permits related to the project action for which the building permit is sought have been approved and issued, and all related fees, bonds, and approval conditions have been paid and/or satisfied, including but not limited to: SEPA approvals, subdivisions, PUDs, building site plans, conditional use permits, variances, shoreline substantial development permits, critical area alterations permits and frontage improvements.

When a reasonable use exception is required to determine placement of the proposed structure and all appurtenances, the reasonable use exception shall be obtained prior to application for a building permit. If, after the application is submitted, it is determined that the proposed structure must be altered or redesigned in order to comply with land use, fire, or other regulations, the building official is authorized to require the applicant to withdraw said application. (Ord. O2016-409 § 1 (Att. B); Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2007-214 § 1; Ord. O2004-148 § 3)

16.20.225 Time limitation of application.

(1) Applications for which no permit is issued within 18 months following the date of application shall expire by limitation and plans and other data submitted for review may thereafter be returned to the applicant or destroyed in accordance with state law by the building official. Permit applications that will expire shall be extended to June 30, 2016, by the building official upon written request by the applicant, subject to the following:

(a) A counter service fee as established by the current fee schedule.

(2) Applications may be canceled for inactivity if an applicant fails to respond to the building official's written request for revisions, corrections, actions or additional information within 90 days of the date of request. The building official may extend the response period beyond 90 days if within the original 90-day time period the

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applicant provides and subsequently adheres to an approved schedule with specific target dates for submitting the full revisions, corrections or other information needed by the building official.

(3) The building official may extend the life of an application beyond the expiration period established in subsection (1) of this section, if any of the following conditions exist:

(a) Compliance with the State Environmental Policy Act is in progress; or

(b) Any other City review is in progress, provided the applicant has submitted a complete response to City requests for information or corrections; or

(c) The building official determines that unique or unusual circumstances exist that warrant additional time for such response, and the building official determines that the review is proceeding in a timely manner toward the final City decision; or

(d) Litigation against the City or applicant is in progress, the outcome of which may affect the validity or the provisions of any permit issued pursuant to such application. (Ord. O2016-409 § 1 (Att. B); Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2009-253 § 1 (Att. A); Ord. O2007-214 § 1; Ord. O2004-148 § 3)

16.20.230 Validity of permit.

The issuance or granting of a permit shall not be construed to be a permit for, or an approval of, any violation of any of the provisions of this code and Chapter [16.05](#) SMC or of any other ordinance of the City of Sammamish. Permits presuming to give authority to violate or cancel the provisions of this code and Chapter [16.05](#) SMC or other ordinances of the City of Sammamish shall not be valid. The issuance of a permit based on construction documents and other data shall not prevent the building division from requiring the correction of errors in the construction documents and other data. The building official is also authorized to prevent occupancy or use of a structure wherein violation of this code and Chapter [16.05](#) SMC or of any other ordinances of the City of Sammamish exist. (Ord. O2016-409 § 1 (Att. B); Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2004-148 § 3)

16.20.235 Expiration of issued permits.

(1) Every building permit and its associated ancillary permits issued shall expire in two years from the date of issuance. Within two years of the issuance of the permit for an IRC structure, the outside must be complete

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including roofing, siding, windows, exterior doors and applicable site and right-of-way improvements. The two years to complete the IRC structure may not be extended.

(2) ~~Sign permits, mechanical, and plumbing permits not associated with a building permit shall expire one year from the date of issuance. Signs, Mechanical, plumbing, electrical and other ancillary permits shall expire at the same time as the associated building permit, except that if no associated building permit is issued, the mechanical, plumbing, electrical, and/or other ancillary permit shall expire one year from the date of issuance.~~

(3) The building official may grant a 30-day extension of time for permits when only the final inspection is remaining and all other work has been approved.

(4) It is a violation of this chapter to allow a permit to expire without first obtaining an approved final inspection.

Exception 1: A new building permit issued for an IRC structure to complete the work covered by a previous, expired permit shall expire in:

- (a) One year if the framing inspection was not approved on the previous permit; or
- (b) Six months if the framing inspection was approved on the previous permit and the exterior of the structure is not completed per subsection (4)(c) of this section; or
- (c) Two years if the outside of the structure is complete including roofing, siding, windows, exterior doors and applicable site and right-of-way improvements.

Exception 2: For permits resulting from work without a permit or other code enforcement action(s), the expiration date will be determined by the building official. (Ord. O2016-409 § 1 (Att. B); Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2009-253 § 1 (Att. A); Ord. O2007-214 § 1; Ord. O2004-148 § 3)

16.20.237 Permit renewals.

An existing building permit may be renewed one time for a fee of one-half the original permit fee, provided the permit has not been expired for more than one year and the framing inspection has been approved. Permit renewals shall expire in:

- (1) Six months if the exterior of the structure is not completed per subsection (2) of this section; or
- (2) Two years if the outside of the structure is complete including roofing, siding, windows, exterior doors and applicable site and right-of-way improvements. (Ord. O2016-409 § 1 (Att. B); Ord. O2013-345 § 1 (Att. A))

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16.20.240 Suspension or revocation.

The building official is authorized to suspend or revoke a permit issued under the provisions of this code and Chapter [16.05](#) SMC wherever the permit is issued in error, or on the basis of incorrect, inaccurate or incomplete information, or in violation of any ordinance or regulation of the City of Sammamish or any of the provisions of this code and Chapter [16.05](#) SMC, or if the permitted structure is being constructed in violation of the permit or in violation of any ordinance or regulation of the City of Sammamish or any of the provisions of this code and Chapter [16.05](#) SMC. (Ord. O2016-409 § 1 (Att. B); Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2004-148 § 3)

16.20.245 Placement of permit.

The building permit or copy shall be kept on the site of the work until the completion of the project. For access to permit for inspections, see SMC [16.20.475](#). (Ord. O2016-409 § 1 (Att. B); Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2004-148 § 3)

16.20.248 Floor and roof design loads.

(1) Live Loads Posted. Where the live load for which each floor or portion thereof of a commercial or industrial building is or has been designed exceeds 50 pounds per square foot (2.40 kN/m²), such design live load shall be conspicuously posted by the owner in that part of each story in which it applies, using durable signs. It shall be unlawful to remove or deface such notice signs.

(2) Issuance of Certificate of Occupancy. A certificate of occupancy required by SMC [16.20.490](#) shall not be issued until the floor load signs required by subsection (1) of this section have been installed.

(3) Restrictions on Loading. It shall be unlawful to place, cause or permit to be placed, on any floor or room of a building, structure or portion thereof, a load greater than is permitted by this code. (Ord. O2016-409 § 1 (Att. B); Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A))

16.20.250 Construction documents – Submittal.

Construction documents, statements of special inspections, geotechnical reports, structural observation programs, and other data required to be submitted shall be submitted in one or more sets, as determined by the building official, with each application for a permit. The construction documents shall be prepared by a registered design professional where required by the state of Washington. When special conditions exist, the building official is authorized to require additional construction documents to be prepared by a registered design professional.

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Exception: The building official is authorized to waive the submission of construction documents and other data not required to be prepared by a registered design professional if it is found that the nature of the work applied for is such that review of construction documents is not necessary to obtain compliance with this code and Chapter [16.05](#) SMC. (Ord. O2016-409 § 1 (Att. B); Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2007-214 § 1; Ord. O2004-148 § 3)

16.20.255 Information on construction documents.

1. General. Construction documents shall be dimensioned and drawn upon suitable material. Electronic media documents are permitted to be submitted when approved by the building official. Construction documents shall be of sufficient clarity to indicate the location, nature and extent of the work proposed in the proper orientation and layout as it is to be constructed and show in detail that it will conform to the provisions of this code and Chapter [16.05](#) SMC and relevant laws, ordinances, rules and regulations, as determined by the building official. Construction documents shall not be altered once submitted except as required by notice of the City reviewer to achieve compliance with applicable codes.

2 (a) Electrical. Electrical plans for the following installations shall be prepared by, or under the direction of, an electrical engineer registered under Chapter 18.43 RCW and Chapters 392-344, 246-320, and 388-97 WAC. All electrical plans must bear the engineer's stamp and signature:

(i) All educational facilities, hospitals, and nursing homes;

(ii) All services or feeders rated 1,600 amperes or larger;

(iii) All installations identified in the National Electrical Code as requiring engineering supervision; and

(iv) As required by the building official for installations which by their nature are complex, hazardous, or pose unique design problems.

(b) Construction Documents. Construction documents shall identify the name and classification of the facility and clearly show the electrical installation or alteration in floor plan view, include all switchboard and panel board schedules, and, when a service or feeder is to be installed or altered, must include a riser diagram, load calculation, fault current calculation, and interrupting rating of equipment.

(c) Penetrations. Construction documents shall indicate where penetrations will be made for electrical systems and shall indicate the materials and methods for maintaining required structural safety, fire-resistance rating, and fire blocking.

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(d) Load Calculations. Where an addition or alteration is made to an existing electrical system, an electrical load calculation shall be prepared to determine if the existing electrical service has the capacity to serve the added load.

(e) Site Plan. The construction documents submitted with the application for permit shall be accompanied by a site plan, showing to scale the size and location of new construction and existing structures on the site, distances from lot lines, the established street grades, and the proposed finished grades. The site plan shall be drawn in accordance with an accurate boundary line survey. In the case of demolition, the site plan shall show construction to be demolished and the location and size of existing structures and construction that are to remain on the site or plot. The building official is permitted to waive or modify the requirement for a site plan, where the application for permit is for alteration or repair or where otherwise warranted.

(f) Plan Review Required. Electrical plan review is required for all new or altered electrical projects in the following occupancies and/or installations including but not limited to:

(i) Educational, institutional, or health care facilities/buildings as follows:

(A) Hospitals.

(B) Nursing home units or long-term care units.

(C) Boarding homes.

(D) Assisted living facilities.

(E) Private alcoholism hospitals.

(F) Alcoholism treatment facilities.

(G) Private psychiatric hospitals.

(H) Maternity homes.

(I) Ambulatory surgery facilities.

(J) Renal hemodialysis clinics.

(K) Residential treatment facilities for psychiatrically impaired children and youth.

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(L) Adult residential rehabilitation centers.

(M) Educational facilities.

(N) Institutional facilities.

Exceptions: Electrical plan review is not required for the following types of installations in the above educational, institutional, or health care facilities buildings:

1. Lighting-specific projects that result in an electrical load reduction on each feeder involved in the project.

2. Low voltage systems.

3. Modification to existing electrical installations when all of the following conditions are met:

a. Service or distribution equipment involved is rated less than 100 amperes and does not exceed 250 volts;

b. Does not involve emergency systems other than listed unit equipment per NEC 700.12(F);

c. Does not involve branch circuits or feeders of an essential electrical system as defined in NEC 517.2; and

d. Service and feeder load calculations are increased by five percent or less.

4. Stand-alone utility fed services that do not exceed 250 volts, 100 amperes, where the project's distribution system does not include:

a. Emergency systems other than listed unit equipment per NEC 700.12(F);

b. Critical branch circuits or feeders as defined in NEC 517.2; or

c. A required fire pump system.

(ii) Installations in occupancies except one- and two-family dwellings where a service or feeder rated 100 amperes or greater is installed or altered or if more than 100 amperes is added to the service or feeder.

(iii) All work on electrical systems operating at/over 600 volts.

(iv) All commercial generator installations or alterations.

(v) All work in areas classified as hazardous locations by the NEC.

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(vi) If 60 percent or more of luminaires change.

(vii) Installations of switches or circuit breakers rated 400 amperes or over except for one- and two-family dwellings.

(viii) Wind-driven generators.

(ix) Solar photovoltaic systems.

(x) Any proposed installation which cannot be adequately described in the application form. (Ord. O2016-409 § 1 (Att. B); Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2007-214 § 1; Ord. O2004-148 § 3)

16.20.260 Fire protection system shop drawings.

Shop drawings for the fire protection system(s) shall be submitted to indicate conformance with this code and Chapter [16.05](#) SMC and the construction documents and shall be approved prior to the start of system installation. Shop drawings shall contain all information as required by the referenced installation standards in Chapter 9 IBC. Shop drawings shall be prepared by a certified individual as required by the state of Washington. (Ord. O2016-409 § 1 (Att. B); Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2004-148 § 3)

16.20.265 Means of egress.

The construction documents shall show in sufficient detail the location, construction, size and character of all portions of the means of egress in compliance with the provisions of this code and Chapter [16.05](#) SMC. In other than one- and two- family dwellings and occupancies in Groups R-2 and R-3, the construction documents shall designate the number of occupants to be accommodated on every floor, and in all rooms and spaces. (Ord. O2016-409 § 1 (Att. B); Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2004-148 § 3)

16.20.270 Exterior wall envelope.

Construction documents for all buildings shall describe the exterior wall envelope in sufficient detail to determine compliance with this code and Chapter [16.05](#) SMC. The construction documents shall provide details of the exterior wall envelope as required, including flashing, intersections with dissimilar materials, corners, end details, control joints, intersections at roof, eaves or parapets, means of drainage, water-resistive membrane and details around openings. The construction documents shall include manufacturer's installation instructions that provide supporting documentation that the proposed penetration and opening details described

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in the construction documents maintain the weather resistance of the exterior wall envelope. The supporting documentation shall fully describe the exterior wall system which was tested, where applicable, as well as the test procedure used.

Exception: Subject to the approval of the building official, R-3 one- and two-family dwellings and U occupancies may be exempt from the detailing requirements of this section. (Ord. O2016-409 § 1 (Att. B); Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2004-148 § 3)

16.20.273 Building enclosure design requirements of Chapter [64.55](#) RCW.

Building enclosure design documents of new or rehabilitated multifamily buildings that are subject to these regulations shall be submitted at the time of permit application. This section includes buildings containing more than two attached dwelling units and buildings containing nonresidential units if the building also contains more than two attached dwelling units. This section does not apply to hotels, motels, dormitories, care facilities, or floating homes or buildings that contain attached dwelling units that are each located on a single platted lot.

All applications for building construction or rehabilitation shall include design documents prepared and stamped by a Washington State licensed architect or engineer and shall identify the building enclosure (building enclosure documents) including, but not limited to, waterproofing, weatherproofing and/or other protection from water or moisture intrusion, unless a recorded, irrevocable sale prohibition covenant is submitted to and approved by the City.

The City will not issue a permit for construction or rehabilitative construction unless the building enclosure documents contain a stamped statement in substantially the following form:

The undersigned has provided building enclosure documents that in my professional judgment are appropriate to satisfy the requirements of RCW [64.55.005](#) through [64.55.090](#). I acknowledge: (a) that the city building department is not charged with determining whether the building enclosure design documents are adequate or appropriate to satisfy the requirements of RCW [64.55.005](#) through [64.55.090](#); and (b) that nothing in RCW [64.55.005](#) through [64.55.090](#) requires a building department to review, approve, or disapprove enclosure design documents.

(Ord. O2016-409 § 1 (Att. B); Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A))

16.20.275 Site plan.

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The construction documents submitted with the application for permit shall be accompanied by a site plan showing to scale the size, location, orientation and layout of new construction and existing structures on the site including all roof overhangs, projections, cantilevers and building footprint, distances from lot lines, the established street grades and the proposed finished grades and average grades as required, calculations for building height, and, as applicable, flood hazard areas, floodways, and design flood elevations; and it shall be drawn in accordance with an accurate boundary line survey. Site plans shall also be provided which show width, slope, distance, and surface requirements for emergency vehicle access roads and/or driveways and depict all lots which contain structures served by the access road. In the case of demolition, the site plan shall show construction to be demolished and the location and size of existing structures and construction that are to remain on the site or plot. The building official is authorized to waive or modify the requirement for a site plan when the application for permit is for alteration or repair or when otherwise warranted. (Ord. O2016-409 § 1 (Att. B); Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2007-214 § 1; Ord. O2004-148 § 3)

16.20.280 Examination of documents.

The building official shall examine or cause to be examined the accompanying submittal documents and shall ascertain by such examinations whether the construction indicated and described is in accordance with the requirements of this code and Chapter [16.05](#) SMC and other pertinent laws or ordinances. (Ord. O2016-409 § 1 (Att. B); Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2004-148 § 3)

16.20.285 Use of consultants.

Whenever review of a building permit application requires retention by the City of Sammamish for professional consulting services, the applicant shall reimburse the City of Sammamish the full cost of such professional consulting services. This fee shall be in addition to the normal plan review and building permit fees. The City of Sammamish may require the applicant to deposit an amount with the City of Sammamish estimated in the discretion of the building official to be sufficient to cover anticipated costs for retaining professional consultant services and to ensure reimbursement for such costs. (Ord. O2016-409 § 1 (Att. B); Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2004-148 § 3)

16.20.290 Approval of construction documents.

When the permit center issues a permit, the construction documents shall be approved by the building division, in writing or by stamp. One set of construction documents so reviewed shall be retained by the City of Sammamish. The other set shall be returned to the applicant, shall be kept at the site of work and shall be open to inspection by the building official or a duly authorized representative. (Ord. O2016-409 § 1 (Att. B); Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2004-148 § 3)

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16.20.295 Phased approval.

The building official is authorized to issue a permit for the construction of foundations or any other part of a building or structure before the construction documents for the whole building or structure have been submitted; provided, that adequate information and detailed statements have been filed complying with pertinent requirements of this code and Chapter [16.05](#) SMC. The holder of such permit for the foundation or other parts of a building or structure shall proceed at the holder's own risk with the building operation and without assurance that a permit for the entire structure will be granted. The permit center is authorized to require that a performance bond be posted with the City in an amount equal to 150 percent of the cost of demolition and removal of the work authorized under a phased approval. The bond shall be refundable upon issuance of a building permit for the complete building or structure and a request in writing for the refund. It shall be the duty of the applicant to request the refund. (Ord. O2016-409 § 1 (Att. B); Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2004-148 § 3)

16.20.300 Design professional in responsible charge.

When it is required that documents be prepared by a qualified, registered design professional, the building official shall be authorized to require the owner to engage and designate on the building permit application a registered design professional who shall act as the registered design professional in responsible charge. If the circumstances require, the owner shall designate a substitute registered design professional in responsible charge who shall perform the duties required of the original registered design professional in responsible charge. The building official shall be notified in writing by the owner if the registered design professional in responsible charge is changed or is unable to continue to perform the duties. The registered design professional in responsible charge shall be responsible for reviewing and coordinating submittal documents prepared by others, including phased and deferred submittal items, for compatibility with the design of the building. Where structural observation is required by Chapter 17 of the IBC, the statement of special inspections shall name the individual or firms who are to perform structural observation and describe the stages of construction at which structural observation is to occur (see also duties specified in Section 1704 IBC). (Ord. O2016-409 § 1 (Att. B); Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2007-214 § 1; Ord. O2004-148 § 3)

16.20.305 Deferred submittals.

For the purposes of this section, "deferred submittals" are defined as those portions of the design that are not submitted at the time of the application and that are to be submitted to the permit center within a specified period. Deferral of any submittal items shall have the prior approval of the building division. The registered

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design professional in responsible charge shall list the deferred submittals on the construction documents for review by the building division. Documents for deferred submittal items shall be submitted to the registered design professional in responsible charge, who shall review them and forward them to the permit center with a notation indicating that the deferred submittal documents have been reviewed and been found to be in general conformance to the design of the building. The deferred submittal items shall not be installed until the design and submittal documents have been approved by the building division. The permit center is authorized to charge an additional plan review fee to evaluate deferred submittals under the provisions of this section. (Ord. O2016-409 § 1 (Att. B); Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2004-148 § 3)

16.20.310 Amended construction documents.

Work shall be installed in accordance with the approved construction documents, and any changes made during construction that are not in compliance with the approved construction documents shall be submitted for approval as an amended set of construction documents along with an application for permit revision. Where changes to the approved plan alter the size, shape, height, location or orientation on the property, major components of the structural load path, or exiting requirements, a new permit application shall be submitted and applicable fee paid. (Ord. O2016-409 § 1 (Att. B); Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2007-214 § 1; Ord. O2004-148 § 3)

16.20.315 Retention of construction documents.

One set of approved construction documents shall be retained by the City of Sammamish for a period of not less than 180 days from date of completion of the permitted work, or as required by state or local laws. (Ord. O2016-409 § 1 (Att. B); Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2004-148 § 3)

16.20.320 Temporary structure – General.

(1) General. The building official is authorized to approve a permit for temporary structures and temporary uses. Such permits shall be limited as to time of service, but shall not be permitted for more than 180 days. The building official is authorized to grant extensions for demonstrated cause.

Exception: The building official may authorize unheated tents and yurts under 500 square feet accommodating an R-1 occupancy for recreational use as a temporary structure and allow them to be used indefinitely.

(2) Electrical. If the building official finds that the safety of life and property will not be jeopardized, permits may be issued for temporary electrical installations for use during the construction of buildings or for carnivals, conventions, festivals, fairs, the holding of religious services, temporary lighting of streets, or other approved

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uses. Permission to use such temporary installations shall not be granted for a length of time greater than 90 days, except that a permit for a temporary installation to be used for constructing a building may be issued for the period of construction. Where such temporary lighting is over the street area, the proper authorization for such use of the street must first be obtained.

All such temporary installations shall be made in accordance with the requirements of this code; provided, that the building official may permit deviations which will not permit hazards to life or property; and further provided, that whenever such hazards are deemed by the building official to exist, the building official may at once rescind or cancel the permit covering such installation and disconnect, or order the disconnection of, all energy to such equipment. Additional permits may be required under the technical codes or other city codes and regulations, including the Land Division Code.

(3) Plumbing and Mechanical. The building official is authorized to issue a permit for temporary equipment, systems and uses. Such permits shall be limited as to time of service, but shall not be permitted for more than 180 days. The code official is authorized to grant extensions for demonstrated cause.

(4) Utilities. The code official is authorized to give permission to temporarily supply utilities before an installation has been fully completed and the final certificate of completion has been issued. The part covered by the temporary certificate shall comply with the requirements specified for temporary lighting, heat or power in the code.(Ord. O2016-409 § 1 (Att. B); Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2007-214 § 1; Ord. O2004-148 § 3)

16.20.325 Temporary structure – Conformance.

Temporary structures and uses shall conform to the structural strength, fire safety, means of egress, accessibility, light, ventilation and sanitary requirements of this code and Chapter [16.05](#) SMC as necessary to ensure the public health, safety and general welfare. (Ord. O2016-409 § 1 (Att. B); Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2004-148 § 3)

16.20.330 Temporary structure – Termination of approval.

The building official is authorized to terminate such permit for a temporary structure or use issued under the provisions of this code and Chapter [16.05](#) SMC wherever the permit is issued in error, or on the basis of incorrect, inaccurate or incomplete information, or in violation of any ordinance or regulation of the City of Sammamish or any of the provisions of this code and Chapter [16.05](#) SMC, or if the permitted structure is being constructed in violation of the permit or in violation of any ordinance or regulation of the City of Sammamish or any of the provisions of this code and Chapter [16.05](#) SMC and to order the temporary structure or use to be

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discontinued. (Ord. O2016-409 § 1 (Att. B); Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2004-148 § 3)

16.20.335 Payment of fees.

A permit shall not be valid until the fees prescribed by law have been paid, nor shall an amendment to a permit be released until the additional fee, if any, has been paid. (Ord. O2016-409 § 1 (Att. B); Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2004-148 § 3)

16.20.340 Schedule of permit fees.

On buildings, structures, electrical, gas, mechanical, and plumbing systems or alterations requiring a permit, a fee for each permit shall be paid as required, in accordance with this code and the fee schedule as established in the City of Sammamish fee resolution. In no case shall the building permit fee be less than the City's hourly inspection fee multiplied by the number of inspections expected to be performed for work authorized by the permit. (Ord. O2016-409 § 1 (Att. B); Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2007-214 § 1; Ord. O2004-148 § 3)

16.20.345 Plan review fees.

When submittal documents are required by SMC [16.20.250](#) through [16.20.310](#) and Chapter [16.05](#) SMC, a plan review fee shall be paid at the time of submitting the submittal documents for plan review. The permit center may have the option to charge a deposit, in lieu of the full plan review fee, if the full amount is not known at the time. Any plan review deposit shall be applied toward the total plan review fee owed. The actual permit fees and related plan review fee shall be determined upon completion of the plan review and the balance owing shall be paid at the time of permit issuance. The plan review fee shall be a separate fee from the permit fees specified in this section and is in addition to the permit fees. When submittal documents are incomplete or changed so as to require additional plan review or when the project involves deferred submittal items as defined in SMC [16.20.250](#) through [16.20.310](#), an additional plan review fee shall be charged at the rate shown in the fee resolution established by the City of Sammamish. (Ord. O2016-409 § 1 (Att. B); Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2004-148 § 3)

16.20.350 Building permit valuations.

The applicant for a permit shall provide an estimated building valuation at the time of application. The final determination of value or valuation under any of the provisions of this code and Chapter [16.05](#) SMC shall be made by the permit center based on building valuation data published by a nationally recognized code organization, and may include a regional modifier from a nationally recognized organization. When a specific

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building type or occupancy is not noted in the valuation table, the permit center is authorized to use the classification type noted in the table that most closely resembles the proposed type of building or determine a valuation type independently. (Ord. O2016-409 § 1 (Att. B); Ord. O2014-380 § 1; Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2004-148 § 3)

16.20.353 Registered plan program.

An applicant who intends to apply for permits to build a number of single-family structures using the same plans may elect to participate in the “Registered Plan Program.” This program is intended to improve customer service by simplifying the application process and reducing plan review times. This program is also intended to encourage variations in building design to produce aesthetically pleasing, yet diversified, neighborhoods that add to the quality of Sammamish as a unique community.

Options are allowed to be submitted with the initial registering of the basic plan to accommodate a variation of building styles using the basic plan. When plans are submitted under the jurisdiction’s “Registered Plan Program,” a plan review fee shall be paid at the time of application for a registered plan.

The building official may have the option to charge a partial deposit, in lieu of the full plan review fee. All portions of fees paid as a deposit amount shall be applied to the total plan review fees owed. The applicant shall be required to pay the balance of amount owed for the plan review prior to final approval of the registered plan.

Valuations used to compute the permit fees shall include all options submitted with a registered plan. When a registered plan consists of a number of plan options that can produce any number of similar but different buildings, the building official may charge plan review fees based on each different building configuration.

Plan review fees shall be paid for at the time of application for a building permit. The building official may have the option to charge a partial deposit, in lieu of the full plan review fee. All portions of fees paid as a deposit amount shall be applied to the total plan review fees owed. The applicant shall be required to pay the balance of amount owed for the plan review. The plan review fees specified in this subsection are separate fees from the permit fees and are in addition to the permit fees.

Plan orientation: Building construction shall follow the direction, layout and orientation of the plan as approved. Applications to reverse or flip a plan shall only be allowed as an approved option to a registered plan where all drawing floor plans, site plans, sections, elevations and structural drawings reflect the layout of the building to be constructed.

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Revisions: Once a plan and associated options are reviewed, approved and registered, changes or revisions to that plan are not permitted unless approved by the building official in accordance with the registered plan program.

Field revision: Once a permit is issued for a registered plan, no revisions will be permitted except for minor field changes. Changes other than minor field changes will be considered major changes and require the permit holder to resubmit those changes as a new submittal and pay the appropriate fee. (Ord. O2016-409 § 1 (Att. B); Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2007-214 § 1)

16.20.355 Work commencing before permit issuance.

Any person who commences any work on a building, structure, electrical, gas, mechanical, fire protection, or plumbing system before obtaining the necessary permits shall be subject to a stop work order and special investigation fee established by the City of Sammamish that shall be in addition to the required permit fees.

When it is determined that construction has taken place that required a permit and construction is at such a stage that structural conformance cannot be visually assured by the City of Sammamish building division, the following will be required:

(1) ~~The building official may require that~~ As determined necessary by the building official the owner shall hire a licensed registered design professional to submit a certified report as to the structural integrity of the structure erected, and the compliance of the structure with applicable construction codes and regulations along with the building permit application. This document (certification) must state any deficiencies and the acceptable (code) corrective action accompany the building permit application and include any deficiencies.

~~(2) The owner must show proof of inspection and permit for cover of electrical wiring from the Department of Labor and Industries Electrical Inspection Division.~~

~~(3)~~ 2) As determined necessary by the building official ~~the~~ the owner must secure building, electrical, fire, plumbing and/or mechanical permits as appropriate. Inspection of these items may require removal of construction materials in order to validate that the systems have been installed correctly.

~~(4)~~ 3) As determined necessary by the building official ~~the~~ the owner must be able to substantiate and/or show proof if necessary that he/she is in compliance with all other local, state and federal laws pertaining to land use.

~~(5)~~ 4) As determined necessary by the building official A a site inspection and life safety inspection must be performed prior to temporary occupancy or use of the building or structure prior to permit issuance and final

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inspection. (Ord. O2016-409 § 1 (Att. B); Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2007-214 § 1; Ord. O2004-148 § 3)

16.20.360 Related fees.

The payment of the fee for the construction, alteration, removal or demolition for work done in connection to or concurrently with the work authorized by a building permit shall not relieve the applicant or holder of the permit from the payment of other fees that are prescribed by law. (Ord. O2016-409 § 1 (Att. B); Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2004-148 § 3)

16.20.365 Performance bonds.

Prior to the issuance of a demolition permit, the applicant or agent shall post a \$500.00 cash deposit or surety bond to ensure cleanup of the site, which shall be refundable upon final inspection, approval and written request to the permit center from the permit holder.

Exception: Where the demolition permit is issued in conjunction with a building permit for a new structure to be placed in a similar location as building or structure to be demolished. (Ord. O2016-409 § 1 (Att. B); Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2007-214 § 1; Ord. O2004-148 § 3)

16.20.370 Refunds.

The permit center may authorize refunding of not more than 80 percent of the permit fee paid when no work has been done under a permit issued in accordance with this code and Chapter [16.05](#) SMC. The permit center may authorize refunding of not more than 80 percent of the plan review fee paid when an application for a permit for which a plan review fee has been paid is withdrawn or canceled before any plan review is done. No refund shall be made for application or plan review fees where a plan review has been performed and the application is rejected in accordance with SMC [16.20.220](#). The permit center shall not authorize refunding of any fee paid except on written application filed by the original permittee not later than 180 days after the date of application. (Ord. O2016-409 § 1 (Att. B); Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2004-148 § 3)

16.20.375 Inspections – General.

Construction or work for which a permit is required shall be subject to inspection by the building division and other agencies as designated on the inspection card. Such construction or work shall remain accessible and exposed for inspection purposes until approved. Approval as a result of an inspection shall not be construed to be an approval of a violation of the provisions of this code and Chapter [16.05](#) SMC or of other ordinances of

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the City of Sammamish. Inspections presuming to give authority to violate or cancel the provisions of this code and Chapter [16.05](#) SMC or of other ordinances of the City of Sammamish shall not be valid. It shall be the duty of the person(s) who performs the work to make request for inspections and cause the work to remain accessible and exposed for inspection purposes. Neither the building division nor the City of Sammamish shall be liable for expense entailed in the removal or replacement of any material required to allow inspection.

[Electrical systems and equipment regulated by the Sammamish Electrical Code shall not be connected to the energy source until authorized by the building official.](#) (Ord. O2016-409 § 1 (Att. B); Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2007-214 § 1; Ord. O2004-148 § 3)

16.20.380 Preliminary inspections.

Before issuing a permit, the building official is authorized to examine or cause to be examined buildings, structures and sites for which an application has been filed. (Ord. O2016-409 § 1 (Att. B); Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2004-148 § 3)

16.20.385 Manufacturer's installation instructions.

Manufacturer's installation instructions, as required by this code and Chapter [16.05](#) SMC, shall be available on the job site at the time of inspection. (Ord. O2016-409 § 1 (Att. B); Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2004-148 § 3)

16.20.390 Required inspections.

The building division, upon notification, shall make the inspections set forth in SMC [16.20.395](#) through [16.20.465](#). (Ord. O2016-409 § 1 (Att. B); Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2004-148 § 3)

16.20.393 Temporary erosion and sediment control inspection.

Temporary erosion and sediment control inspections shall be made after all required silt fencing, construction fencing, straw bales, storm drain catch basin inserts (socks), entrance rocking, and other required elements are in place and prior to commencement of construction and/or clearing the site. (Ord. O2016-409 § 1 (Att. B); Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2009-249 § 1)

16.20.395 Footing and foundation inspection.

Footing and foundation inspections shall be made after poles or piers are set, trenches or basement areas are excavated, or excavations for footings are complete, any forms erected, and all required hold-down anchor bolts, hold-down straps, and any required reinforcing steel are in place and supported. The foundation

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inspection shall include excavations for thickened slabs intended for the support of bearing walls, partitions, structural supports, or equipment. Foundation inspections shall also include special requirements for wood foundations, and for any setbacks required from property lines; building setback lines; critical area buffers; and/or the ordinary high water mark on lake properties. For concrete foundations, any required forms shall be in place prior to inspection. Materials for the foundation shall be on the job, except where concrete is ready-mixed in accordance with ASTM C 94 the concrete need not be on the job. (Ord. O2016-409 § 1 (Att. B); Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2009-249 § 1; Ord. O2007-214 § 1; Ord. O2004-148 § 3)

16.20.400 Concrete slab and under-floor inspection.

Concrete slab and under-floor inspections shall be made after in-slab or under-floor reinforcing steel and building service equipment, conduit, slab insulation, piping accessories and other ancillary equipment items are in place, but before any concrete is placed or floor sheathing installed, including the subfloor. (Ord. O2016-409 § 1 (Att. B); Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2004-148 § 3)

16.20.405 Lowest floor elevation certification.

In flood hazard areas, upon placement of the lowest floor, including the basement, and prior to further vertical construction, the elevation certification required in IBC Section 1612.5 or IRC Section R324 shall be submitted to the building division. FEMA flood elevation certificates shall contain an original stamp and signature of the surveyor, licensed by the state of Washington, and shall document the elevation of the lowest floor, including basement, and other information required by the flood elevation certificate. (Ord. O2016-409 § 1 (Att. B); Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2007-214 § 1; Ord. O2004-148 § 3)

16.20.410 Exterior wall sheathing inspection.

Exterior wall sheathing shall be inspected after all wall framing is complete and strapping and nailing are properly installed but prior to being covered. (Ord. O2016-409 § 1 (Att. B); Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2004-148 § 3)

16.20.415 Roof sheathing inspection.

The roof sheathing shall be inspected after all roof framing is complete. No roof coverings shall be installed until inspections are made and approved, and confirmation that the height of the structure is in conformance with the requirements of the development code, SMC Title [21A](#), and/or shoreline master program. (Ord. O2016-409 § 1 (Att. B); Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2009-249 § 1; Ord. O2004-148 § 3)

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16.20.420 IMC/IPC/Gas/NEC/IFC rough in inspection.

Rough in mechanical, gas piping, plumbing, ~~electrical~~, and fire suppression systems shall be inspected when the rough in work is complete and, if required, under test. No connections to primary utilities shall be made until the rough in work is inspected and approved. (Ord. O2016-409 § 1 (Att. B); Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2004-148 § 3)

16.20.423 Electrical rough in inspection

Rough-in inspection shall be made after the roof, framing, fireblocking and bracing are in place and all wiring and other components to be concealed are complete and prior to covering or concealment, but before fixtures, equipment or appliances are set or installed, and prior to framing inspection. All required equipment grounding conductors installed in concealed cable or flexible conduit systems must be completely installed and made up at the time of the rough-in cover inspection.

16.20.425 Frame inspection.

Framing inspections shall be made after the roof deck or sheathing, all framing, fire blocking and bracing are in place and pipes, chimneys and vents to be concealed are complete and the rough electrical, plumbing, fire suppression piping, heating wires, pipes and ducts are approved. (Ord. O2016-409 § 1 (Att. B); Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2004-148 § 3)

16.20.430 Flashing and exterior weather barrier inspection.

Flashing and exterior weather barrier inspections shall be made after flashing and weather barrier materials have been installed, but prior to any of the work being covered. Subject to approval of the building official, an approved special inspection agency may be utilized for these inspections during the course of construction. (Ord. O2016-409 § 1 (Att. B); Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2007-214 § 1; Ord. O2004-148 § 3)

16.20.435 Lath inspection and gypsum board inspection.

Lath and gypsum board inspections shall be made after lathing and gypsum board, interior and exterior, are in place, but before any plastering is applied or gypsum board joints and fasteners are taped and finished.

Subject to approval of the building official, an approved special inspection agency may be utilized for these inspections during the course of construction.

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Exception: Gypsum board that is not part of a fire resistance rated assembly or a shear assembly does not require inspection. (Ord. O2016-409 § 1 (Att. B); Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2007-214 § 1; Ord. O2004-148 § 3)

16.20.440 Fire-resistant penetrations.

Protection of joints and penetrations in fire resistance rated assemblies shall not be concealed from view until inspected and approved. (Ord. O2016-409 § 1 (Att. B); Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2004-148 § 3)

16.20.445 Energy efficiency inspection.

(1) Envelope.

(a) Wall Insulation Inspection. To be made after exterior wall weather protection and all wall insulation and air vapor retarder, sheet or film materials are in place, but before any wall covering is placed.

(b) Glazing Inspection. To be made after glazing materials are installed in the building.

(c) Exterior Roofing and Vaulted Ceiling Insulation Inspection. To be made after the installation of the roofing and roof insulation, but before concealment.

(d) Slab/Floor Insulation Inspection. To be made after the installation of the slab/floor insulation, but before concealment.

(e) Attic Insulation Inspection. To be made after the installation of the attic insulation and prior to final inspection approval.

(2) Mechanical.

(a) Mechanical Equipment Efficiency and Economizer Inspection. To be made after all equipment and controls required by this code and Chapter [16.05](#) SMC are installed and prior to the concealment of such equipment or controls.

(b) Mechanical Pipe and Duct Insulation Inspection. To be made after all pipe, fire suppression piping and duct insulation is in place, but before concealment.

(3) Lighting and Motors.

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(a) Lighting Equipment and Controls Inspection. To be made after the installation of all lighting equipment and controls required by this code and Chapter [16.05](#) SMC, but before concealment of the lighting equipment.

(b) Motor Inspections. To be made after installation of all equipment covered by this code and Chapter [16.05](#) SMC, but before concealment. (Ord. O2016-409 § 1 (Att. B); Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2007-214 § 1; Ord. O2004-148 § 3)

16.20.450 Reinspection.

The building official may require a structure or portions of work to be reinspected. A reinspection fee may be assessed for each inspection or reinspection when such portion of work for which the inspection was requested is not complete; or when previous corrections called for are not made; or when there are reoccurring missed items that have previously been identified to the same builder on multiple lots; or when the approved plans and permit are not on site in a conspicuous or pre-approved location; or when the building is not accessible. In instances where reinspection fees have been assessed, no additional inspection of the work shall be provided by the City until the required fees are paid. (Ord. O2016-409 § 1 (Att. B); Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2007-214 § 1; Ord. O2004-148 § 3)

16.20.455 Other inspections.

In addition to the inspections specified above, the building official is authorized to make or require other inspections of any construction work to ascertain compliance with the provisions of this code and Chapter [16.05](#) SMC and other laws that are enforced by the building department. (Ord. O2016-409 § 1 (Att. B); Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2004-148 § 3)

16.20.460 Special inspections.

In addition to the inspections specified above, the building official is authorized to make or require special inspections for any type of work related to the technical codes by an approved agency at no cost to the City of Sammamish.

(1) In accordance with the building enclosure special inspection requirements of Chapter [64.55](#) RCW, the owner(s) of affected multiunit residential buildings shall provide the City with a building enclosure inspection report prepared by a third-party, independent, and qualified inspector during the course of initial construction and during rehabilitative construction. Note: The City does not verify the qualifications of the inspector or determine whether the building enclosure inspection is adequate or appropriate. The City is prohibited from

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issuing a certificate of occupancy for the building until the inspector submits the report to the building department and a signed letter certifying that the building enclosure has been inspected during the course of construction or rehabilitative construction and that the construction is in substantial compliance with the building enclosure design documents.

See SMC [16.20.273](#), Building enclosure design requirements of Chapter [64.55](#) RCW, for additional requirements. (Ord. O2016-409 § 1 (Att. B); Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2004-148 § 3)

16.20.465 Final inspection.

The final inspection shall be made after all work required by the building permit is completed. (Ord. O2016-409 § 1 (Att. B); Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2004-148 § 3)

16.20.470 Inspection agencies.

The building official is authorized to accept reports of approved inspection agencies, provided such agencies satisfy the requirements as to qualifications and reliability. (Ord. O2016-409 § 1 (Att. B); Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2004-148 § 3)

16.20.475 Inspection requests.

It shall be the duty of the holder of the building permit or their duly authorized agent to notify the City of Sammamish when work is ready for inspection. It shall be the duty of the permit holder to provide access to and means for inspections of such work that are required by this code and Chapter [16.05](#) SMC. (Ord. O2016-409 § 1 (Att. B); Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2004-148 § 3)

16.20.480 Approval required.

Work shall not be done beyond the point indicated in each successive inspection without first obtaining the approval of the building division. The building division, upon notification, shall make the requested inspections and shall either indicate the portion of the construction that is satisfactory as completed, or notify the permit holder or his or her agent wherein the same fails to comply with this code and Chapter [16.05](#) SMC. Any portions that do not comply shall be corrected and such portion shall not be covered or concealed until authorized by the building division. (Ord. O2016-409 § 1 (Att. B); Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2004-148 § 3)

16.20.483 Traffic management systems.

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(1) The city building official will perform the electrical inspection and acceptance of traffic management systems within its jurisdiction. A traffic management system includes:

(a) Traffic illumination systems;

(b) Traffic signal systems;

(c) Traffic monitoring systems;

(d) The electrical service cabinet and all related components and equipment installed on the load side of the service cabinet supplying electrical power to the traffic management system; and

(e) Signalization system(s) necessary for the operation of a light rail system. A traffic management system can provide signalization for controlling vehicular traffic, pedestrian traffic, or rolling stock.

(2) The city recognizes that traffic signal conductors, pole and bracket cables, signal displays, traffic signal controllers/cabinets, and associated components used in traffic management systems are acceptable for the purpose of meeting the requirements of chapter 19.28 RCW, provided they conform with the following standards or are listed on the Washington State Department of Transportation (WSDOT) qualified products list:

(a) WSDOT/APWA Standard Specifications and Plans;

(b) WSDOT Design Manual;

(c) International Municipal Signal Association (IMSA);

(d) National Electrical Manufacturer's Association (NEMA);

(e) Federal Standards 170/Controller Cabinets;

(f) Manual for Uniform Road, Bridge, and Municipal Construction;

(g) Institute of Transportation Engineers (ITE); or

(h) Manual of Uniform Traffic Control Devices (MUTCD).

(3) Associated induction detection loop or similar circuits will be accepted by the city without inspection.

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(4) For the licensing requirements of Chapter 19.28 RCW, jurisdictions will be considered owners of traffic management systems when doing electrical work for another jurisdiction(s) under a valid interlocal agreement, as permitted by Chapter 39.34 RCW. Interlocal agreements for traffic management systems must be filed with the city prior to work being performed for this provision to apply.

(5) Jurisdictions with an established electrical inspection authority and WSDOT may perform electrical inspection on their rights-of-way for each other by interlocal agreement. They may not perform electrical inspection on other rights-of-way except as allowed in Chapter 19.28 or 39.34 RCW.

(6) Underground Installations.

(a) In other than open trenching, raceways will be considered “fished” according to the NEC and do not require visual inspection.

(b) The city will conduct inspections in open trenching within its jurisdiction upon request.

(7) Identification of Traffic Management System Components. Local government jurisdictions or WSDOT may act as the certifying authority for the safety evaluation of all components.

(a) An electrical service cabinet must contain only listed components. The electrical service cabinet enclosure is not required to be listed but will conform to the standards in subsection (8) of this section.

(b) The local government jurisdiction must identify, as acceptable, the controller cabinet or system component(s) with an identification plate. The identification plate must be located inside the cabinet and may be attached with adhesive.

(8) Conductors of Different Circuits in Same Cable, Enclosure, or Raceway. All traffic management system circuits will be permitted to occupy the same cable, enclosure, or raceway without regard to voltage characteristics, provided all conductors are insulated for the maximum voltage of any conductor in the cable, enclosure, or raceway.

16.20.485 Certificate of occupancy – Use and occupancy.

No building or structure shall be used or occupied and no change in the existing occupancy classification of a building or structure or portion thereof shall be made until the City has issued a certificate of occupancy therefor as provided herein.

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Exceptions:

- (1) Residential accessory buildings or structures.
- (2) Work exempt from permits per SMC [16.20.200](#).

Structures approved under the provisions of the International Residential Code may be issued a certificate of occupancy in the form of a signed-off permit inspection card.

Issuance of a certificate of occupancy shall not be construed as an approval of a violation of the provisions of this code and Chapter [16.05](#) SMC or of other ordinances of the City of Sammamish. (Ord. O2016-409 § 1 (Att. B); Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2007-214 § 1; Ord. O2004-148 § 3)

16.20.490 Certificate of occupancy issued.

After the building division inspects the building or structure and finds no violations of the provisions of this code and Chapter [16.05](#) SMC or other laws that are enforced by the department of building safety, the City of Sammamish shall issue a certificate of occupancy.

Structures approved under the International Residential Code may be issued a certificate of occupancy in the form of a "final inspection" approval signature on the permit inspection card.

For all other structures requiring a certificate of occupancy, the certificate of occupancy shall contain the following information:

- (1) The building permit number.
- (2) The address of the structure.
- (3) The name and address of the owner.
- (4) A description of that portion of the structure for which the certificate is issued.
- (5) A statement that the described portion of the structure has been inspected for compliance with the requirements of this code and Chapter [16.05](#) SMC for the occupancy and division of occupancy and the use for which the proposed occupancy is classified.
- (6) The name of the building official.

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(7) The edition of the code under which the permit was issued.

(8) The use and occupancy, in accordance with the provisions of Chapter 3 of the International Building Code or International Residential Code as applicable.

(9) The type of construction as defined in Chapter 6 of the International Building Code or International Residential Code as applicable.

(10) The design occupant load.

(11) If an automatic sprinkler system is provided, and whether the sprinkler system is required.

(12) Any special stipulations and conditions of the building permit. (Ord. O2016-409 § 1 (Att. B); Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2007-214 § 1; Ord. O2004-148 § 3)

16.20.495 Temporary or phased occupancy.

The building official is authorized to issue a temporary or phased certificate of occupancy before the completion of the entire work covered by the permit; provided, that such portion or portions shall be occupied safely. The building official is authorized to require, in addition to the completion of life safety building components, completion of any or all accessibility components prior to issuance of a temporary or phased certificate of occupancy. The building official shall set a time period during which the temporary or phased certificate of occupancy is valid. The building official is authorized to require that a performance bond be posted with the City in an amount equal to 150 percent of the incomplete work as determined by the design professional. The bond shall be refundable upon inspection, final approval and a request in writing for the refund. It shall be the duty of the applicant to request the refund. (Ord. O2016-409 § 1 (Att. B); Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2007-214 § 1; Ord. O2004-148 § 3)

16.20.500 Revocation of certificate of occupancy.

The building official is authorized to, in writing, suspend or revoke a certificate of occupancy or completion issued under the provisions of this code and Chapter [16.05](#) SMC wherever the certificate is issued in error, or on the basis of incorrect information provided by the owner or owner's representatives, or where it is determined that the building or structure or portion thereof is in violation of any ordinance or regulation or any of the provisions of this code and Chapter [16.05](#) SMC. (Ord. O2016-409 § 1 (Att. B); Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2007-214 § 1; Ord. O2004-148 § 3)

16.20.505 Connection of service utilities.

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No person shall make connections from a utility, source of energy, fuel or power to any building or system that is regulated by this code and Chapter [16.05](#) SMC for which a permit is required, until released by the building official. (Ord. O2016-409 § 1 (Att. B); Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2004-148 § 3)

16.20.510 Temporary connection of service utilities.

The building official shall have the authority to authorize the temporary connection of the building or system to the utility source of energy, fuel or power. (Ord. O2016-409 § 1 (Att. B); Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2004-148 § 3)

16.20.515 Authority to disconnect service utilities.

The building official shall have the authority to authorize disconnection of utility service to the building, structure or system regulated by this code and Chapter [16.05](#) SMC and the codes referenced in case of emergency where necessary to eliminate an immediate hazard to life or property, or when such utility connection has been made without the required approval. The building official shall notify the serving utility, and wherever possible the owner and occupant of the building, structure or service system, of the decision to disconnect prior to taking such action. If not notified prior to disconnecting, the owner or occupant of the building, structure or service system shall be notified in writing, as soon as practical thereafter. (Ord. O2016-409 § 1 (Att. B); Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2004-148 § 3)

16.20.520 Appeals – General.

(1) Appeals of orders, decisions or determinations made by the building official relative to the application and interpretations of this code and Chapter [16.05](#) SMC shall be heard and decided by the hearing examiner following an open record hearing. Following review of the evidence, the examiner shall issue final decisions, including findings and conclusions, based on the issues and evidence in the record.

(2) The hearing examiner's final decision shall be the final decision of the City council on the appeal and shall be conclusive unless proceedings for review of the decision are properly commenced in superior court within the time period specified by state law. (Ord. O2016-409 § 1 (Att. B); Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2004-148 § 3)

16.20.525 Appeals – Limitations on authority.

An application for appeal shall be based on a claim that the true intent of this code and Chapter [16.05](#) SMC or the rules legally adopted thereunder have been incorrectly interpreted, the provisions of this code and Chapter

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[16.05](#) SMC do not fully apply or an equally good or better form of construction is proposed. The hearing examiner shall have no authority relative to interpretation of the administrative provisions of this code and Chapter [16.05](#) SMC, nor shall the hearing examiner be empowered to waive requirements of either this code and Chapter [16.05](#) SMC or the technical codes which are the codes, appendices and referenced code standards adopted by the City of Sammamish. (Ord. O2016-409 § 1 (Att. B); Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2004-148 § 3)

16.20.530 Unlawful acts.

It shall be unlawful for any person, firm or corporation to erect, construct, alter, extend, repair, move, remove, demolish or occupy any building, structure or equipment regulated by this code, and Chapters [16.05](#) and [16.25](#) SMC, or cause same to be done, in conflict with or in violation of any of the provisions of this code, and Chapters [16.05](#) and [16.25](#) SMC. Unlawful acts shall be considered a “civil code violation” as defined in SMC [23.150.010](#). (Ord. O2016-409 § 1 (Att. B); Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2007-214 § 1; Ord. O2004-148 § 3)

16.20.535 Notice of violation.

The building official is authorized to serve a notice of violation or order on the person responsible for the erection, construction, alteration, extension, repair, moving, removal, demolition or occupancy of a building or structure in violation of the provisions of this code and Chapter [16.05](#) SMC, or in violation of a permit or certificate issued under the provisions of this code and Chapter [16.05](#) SMC. Such order shall direct the discontinuance of the illegal action or condition and the abatement of the violation. (Ord. O2016-409 § 1 (Att. B); Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2004-148 § 3)

16.20.540 Prosecution of violation.

If the notice of violation is not complied with in the time prescribed by such notice, the building official is authorized to request the legal counsel of the City of Sammamish to institute the appropriate proceeding at law or in equity to restrain, correct or abate such violation, or to require the removal or termination of the unlawful occupancy of the building or structure in violation of the provisions of this code and Chapter [16.05](#) SMC or of the order or direction made pursuant thereto. (Ord. O2016-409 § 1 (Att. B); Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2004-148 § 3)

16.20.545 Violation – Penalties.

Any person who violates a provision of this code and Chapter [16.05](#) SMC or fails to comply with any of the requirements thereof or who erects, constructs, alters or repairs a building or structure in violation of the

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approved construction documents or directive of the building official, or of a permit or certificate issued under the provisions of this code and Chapter [16.05](#) SMC, shall be subject to penalties as prescribed in SMC Title [23](#), code enforcement. (Ord. O2016-409 § 1 (Att. B); Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2007-214 § 1; Ord. O2004-148 § 3)

16.20.550 Stop work order – Authority.

Whenever the building official finds any work being performed in a manner either contrary to the provisions of this code and Chapter [16.05](#) SMC or other pertinent laws or ordinances implemented through the enforcement of this code and Chapter [16.05](#) SMC, the building official is authorized to issue a stop work order. Issuance of a notice of violation, infraction or notice and order is not a condition precedent to the issuance of the stop work order. (Ord. O2016-409 § 1 (Att. B); Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2007-214 § 1; Ord. O2004-148 § 3)

16.20.555 Stop work order – Issuance.

The stop work order shall be in writing and shall be given to the owner of the property involved, or to the owner's agent, or to the person doing the work. Upon issuance of a stop work order, the cited work shall immediately cease. The stop work order shall state the reason for the order, and the conditions under which the cited work will be permitted to resume. Service of the stop work order shall be in accordance with Chapter [23.90](#) SMC. (Ord. O2016-409 § 1 (Att. B); Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2007-214 § 1; Ord. O2004-148 § 3)

16.20.560 Stop work order – Effect.

- (1) The building official is authorized to assess a special investigation fee for the issuance of a stop work order when work has started without the issuance of a permit.
- (2) A stop work order represents a determination that a civil code violation has occurred and that any work or activity that is causing or contributing to the violation on the property where the violation has occurred or is occurring must cease.
- (3) A stop work order requires the immediate cessation of the specified work or activity on the named property. Work or activity may not resume unless specifically authorized by the building official or designee.
- (4) A stop work order may be appealed to the City of Sammamish hearing examiner according to the procedures prescribed by Chapter [23.110](#) SMC.

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(5) Failure to appeal the stop work order within the applicable time limits renders the stop work order a final determination that the civil code violation occurred and that work was properly ordered to cease.

(6) Failure to comply with the terms of a stop work order subjects the person responsible for code compliance to civil penalties and costs. (Ord. O2016-409 § 1 (Att. B); Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2007-214 § 1; Ord. O2004-148 § 3)

16.20.565 Stop work order – Remedy – Civil penalties.

Any person who shall continue any work in or about the structure after having been served with a stop work order, except such work as that person is directed to perform to remove a violation or unsafe condition, shall be subject to penalties as prescribed by law.

(1) In addition to any other judicial or administrative remedy, the building official or designee may assess civil penalties for the violation of any stop work order as set forth in the civil penalty schedule contained in Chapter [23.100 SMC](#).

(2) Civil penalties for the violation of any stop work order shall begin to accrue on the first day the stop work order is violated and shall cease on the day the work is actually stopped.

(3) Violation of a stop work order shall be a separate violation from any other civil code violation. Civil penalties assessed create a joint and several personal obligation in all persons responsible for code violation. The City of Sammamish may collect the civil penalties assessed by any appropriate legal means.

(4) In addition to all other remedies, a lien for the value of the civil penalties imposed may be filed against the real property that is subject to compliance with the City of Sammamish building code. (Ord. O2016-409 § 1 (Att. B); Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2007-214 § 1; Ord. O2004-148 § 3)

16.20.570 Unsafe structures and equipment.

Structures or existing equipment that are or hereafter become unsafe, unsanitary or deficient because of inadequate means of egress facilities, inadequate light and ventilation, or which constitute a fire hazard, or are otherwise dangerous to human life or the public welfare, or that involve illegal or improper occupancy or inadequate maintenance, shall be deemed an unsafe condition. A vacant structure that is not secured against entry or that has been abandoned for more than one year, or the applicant or owner fails to request the appropriate inspections, shall be deemed unsafe.

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Where a structure has been deemed unsafe, the building official or designee shall first issue a notice of violation as prescribed in SMC [16.20.535](#). The notice of violation shall include a statement requiring the unsafe structure or equipment be taken down and removed or made safe, as the building official deems necessary and as provided for in Chapter [16.25](#) SMC, Sammamish Building and Property Maintenance Code. (Ord. O2016-409 § 1 (Att. B); Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2007-214 § 1; Ord. O2004-148 § 3)

Chapter 16.25
SAMMAMISH BUILDING AND PROPERTY MAINTENANCE CODE

Sections:

- [16.25.010](#) Short title.
- [16.25.015](#) Scope.
- [16.25.020](#) Intent.
- [16.25.025](#) Severability.
- [16.25.030](#) Applicability.
- [16.25.035](#) Maintenance.
- [16.25.040](#) Application of other codes.
- [16.25.045](#) Existing remedies.
- [16.25.050](#) Workmanship.
- [16.25.055](#) Historic buildings.
- [16.25.060](#) Referenced codes and standards.
- [16.25.065](#) Requirements not covered by code.
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- [16.25.185](#) Demolition.
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- [16.25.270](#) Mechanical and electrical requirements.
- [16.25.275](#) Elevators, escalators and dumbwaiters.
- [16.25.280](#) Fire safety requirements.

16.25.010 Short title.

These regulations shall be known as the City of Sammamish Building and Property Maintenance Code, hereinafter referred to as “this code.” (Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2004-148 § 4)

16.25.015 Scope.

The provisions of this code shall apply to all existing residential and nonresidential structures and all existing premises and shall constitute minimum requirements and standards for premises, structures, equipment and facilities for light, ventilation, space, heating, sanitation, protection from the elements, life safety, safety from fire and other hazards, and for safe and sanitary maintenance; the responsibility of owners, operators and occupants; the occupancy of existing structures and premises; and for administration, enforcement and penalties. (Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2004-148 § 4)

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16.25.020 Intent.

This code is intended to ensure public health, safety and welfare regarding the continued occupancy and maintenance of structures and premises. Existing structures and premises that do not comply with these provisions shall be altered or repaired to provide a minimum level of health and safety as required herein. Repairs, alterations, additions to and change of occupancy in existing buildings shall comply with this title, SMC Titles [21A](#) and [21B](#) and SMC [46.30.090](#). (Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2004-148 § 4)

16.25.025 Severability.

If a section, subsection, sentence, clause or phrase of this code is, for any reason, held to be unconstitutional, such decision shall not affect the validity of the remaining portions of this code. (Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2004-148 § 4)

16.25.030 Applicability.

The provisions of this code shall apply to all matters affecting or relating to structures and premises, as set forth in this chapter. Where, in a specific case, different sections of this code specify different requirements, the most restrictive shall govern. (Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2004-148 § 4)

16.25.035 Maintenance.

Equipment, systems, devices and safeguards required by this code or a previous regulation or code under which the structure or premises was constructed, altered or repaired shall be maintained in good working order. No owner, operator or occupant shall cause any service, facility, equipment or utility which is required under this section to be removed from, shut off from or discontinued for any occupied dwelling, except for such temporary interruption as necessary while repairs or alterations are in progress. The requirements of this code are not intended to provide the basis for removal or abrogation of fire protection and safety systems and devices in existing structures. Except as otherwise specified herein, the owner or the owner's designated agent shall be responsible for the maintenance of buildings, structures and premises. (Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2004-148 § 4)

16.25.040 Application of other codes.

Repairs, additions or alterations to a structure, or changes of occupancy, shall be done in accordance with the procedures and provisions of the Sammamish Municipal Code. Nothing in this code shall be construed to cancel, modify or set aside any other provisions of the Sammamish Municipal Code. (Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2004-148 § 4)

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16.25.045 Existing remedies.

The provisions in this code shall not be construed to abolish or impair existing remedies of the jurisdiction or its officers or agencies relating to the removal or demolition of any structure which is dangerous, unsafe and unsanitary. (Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2004-148 § 4)

16.25.050 Workmanship.

Repairs, maintenance work, alterations or installations which are caused directly or indirectly by the enforcement of this code shall be executed and installed in a workmanlike manner and installed in accordance with the manufacturer's installation instructions. (Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2004-148 § 4)

16.25.055 Historic buildings.

The provisions of this code shall not be mandatory for existing buildings or structures designated as historic buildings as defined in the International Existing Building Code when such buildings or structures are judged by the code official to be safe and in the public interest of health, safety and welfare. (Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2004-148 § 4)

16.25.060 Referenced codes and standards.

The codes and standards referenced in this code shall be considered part of the requirements of this code when specifically adopted by the City of Sammamish. Where differences occur between provisions of this code and the referenced standards, the provisions of the referenced codes and standards shall apply. (Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2004-148 § 4)

16.25.065 Requirements not covered by code.

Requirements necessary for the strength, stability or proper operation of an existing fixture, structure or equipment, or for the public safety, health and general welfare, not specifically covered by this code, shall be determined by the code official. (Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2004-148 § 4)

16.25.070 Duties and powers of the code official.

(1) The code official shall enforce the provisions of this code.

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(2) The code official shall be appointed by the chief appointing authority of the jurisdiction, and the code official shall not be removed from office except for cause and after full opportunity to be heard on specific and relevant charges by and before the appointing authority.

(3) In accordance with the prescribed procedures of this jurisdiction and with the concurrence of the appointing authority, the code official shall have the authority to appoint a deputy code official, other related technical officers, inspectors and other employees.

(4) The code official, officer or employee charged with the enforcement of this code, while acting for the jurisdiction, shall not thereby be rendered liable personally, and is hereby relieved from all personal liability for any damage accruing to persons or property as a result of an act required or permitted in the discharge of official duties.

Any suit instituted against any officer or employee because of an act performed by that officer or employee in the lawful discharge of duties and under the provisions of this code shall be defended by the legal representative of the jurisdiction until the final termination of the proceedings. The code official or any subordinate shall not be liable for costs in an action, suit or proceeding that is instituted in pursuance of the provisions of this code; and any officer of the department of property maintenance inspection, acting in good faith and without malice, shall be free from liability for acts performed under any of its provisions or by reason of any act or omission in the performance of official duties in connection therewith.

(5) The code official shall have authority as necessary in the interest of public health, safety and general welfare to adopt and promulgate rules and procedures; to interpret and implement the provisions of this code; to secure the intent thereof; and to designate requirements applicable because of local climatic or other conditions. Such rules shall not have the effect of waiving structural or fire performance requirements specifically provided for in this code, or of violating accepted engineering methods involving public safety.

(6) The code official is authorized to make all of the required inspections, or shall accept reports of inspection by approved agencies or individuals. All reports of such inspections shall be in writing and be certified by a responsible officer of such approved agency or by the responsible individual. The code official is authorized to engage such expert opinion as deemed necessary to report upon unusual technical issues that arise, subject to the approval of the appointing authority.

(7) An initial enforcement determination shall be undertaken regarding buildings or properties whenever the code official has reason to believe that a violation of this code exists, or a complaint is filed with the department by any person; provided, that where complaints have been filed by tenants, the tenant shall first exhaust all

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remedies provided through the Washington State Landlord Tenant Act, unless circumstances exist that give evidence of an immediate life safety or health condition that warrants an immediate response by the department.

(8) The code official shall carry proper identification when inspecting structures or premises in the performance of duties under this code.

(9) The code official shall keep official records of all business and activities of the department specified in the provisions of this code. Such records shall be retained in the official records as required by state law. (Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2004-148 § 4)

16.25.075 Fees.

The fees for activities and services performed by the department in carrying out its responsibilities under this code shall be as per City of Sammamish fee resolution. (Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2004-148 § 4)

16.25.080 Modifications.

Whenever there are practical difficulties involved in carrying out the provisions of this code, the code official shall have the authority to grant modifications for individual cases, provided the code official shall first find that special individual reason makes the strict letter of this code impractical and the modification is in compliance with the intent and purpose of this code and that such modification does not lessen health, life and fire safety requirements. The details of action granting modifications shall be recorded and entered in the department files. (Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2004-148 § 4)

16.25.085 Alternative materials, methods and equipment.

The provisions of this code are not intended to prevent the installation of any material or to prohibit any method of construction not specifically prescribed by this code; provided, that any such alternative has been approved and complies with all other codes adopted by the City of Sammamish. An alternative material or method of construction shall be approved where the code official finds that the proposed design is satisfactory and complies with the intent of the provisions of this code, and that the material, method or work offered is, for the purpose intended, at least the equivalent of that prescribed in this code in quality, strength, effectiveness, fire resistance, durability and safety. (Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2004-148 § 4)

16.25.090 Required testing.

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Whenever there is insufficient evidence of compliance with the provisions of this code, or evidence that a material or method does not conform to the requirements of this code, or in order to substantiate claims for alternative materials or methods, the code official shall have the authority to require tests to be made as evidence of compliance at no expense to the City. (Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2004-148 § 4)

16.25.095 Test methods.

Test methods shall be as specified in this code or by other recognized test standards. In the absence of recognized and accepted test methods, the code official shall be permitted to approve appropriate testing procedures performed by an approved agency. (Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2004-148 § 4)

16.25.100 Test reports.

Reports of tests shall be retained by the code official for the period required for retention of public records. (Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2004-148 § 4)

16.25.105 Material and equipment reuse.

Materials, equipment and devices shall not be reused unless such elements are in good repair or have been reconditioned and tested when necessary, placed in good and proper working condition and approved. (Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2004-148 § 4)

16.25.110 Violations.

Any person, firm, corporation or organization violating any of the provisions of this chapter shall be subject to the provisions of SMC Title [23](#), code enforcement. (Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2004-148 § 4)

16.25.145 Transfer of ownership.

It shall be unlawful for the owner of any dwelling unit or structure who has received a compliance order or upon whom a notice of violation has been served to sell, transfer, mortgage, lease or otherwise dispose of such dwelling unit or structure to another until the provisions of the compliance order or notice of violation have been complied with, or until such owner shall first furnish the grantee, transferee, mortgagee or lessee a true copy of any compliance order or notice of violation issued by the code official and shall furnish to the code official a signed and notarized statement from the grantee, transferee, mortgagee or lessee, acknowledging the receipt of such compliance order or notice of violation and fully accepting the responsibility without condition for

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making the corrections or repairs required by such compliance order or notice of violation. (Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2004-148 § 4)

16.25.150 Unsafe structures and equipment.

(1) General. When a structure or equipment is found by the code official to be unsafe, or when a structure is found unfit for human occupancy, or is found unlawful, or is found to be a dangerous building, the code official is authorized to condemn the structure pursuant to the provisions of this code.

(2) Unsafe Structures. An unsafe structure is one that is found to be dangerous to the life, health, property or safety of the public or the occupants of the structure by not providing minimum safeguards to protect or warn occupants in the event of fire, or because such structure contains unsafe equipment or is so damaged, decayed, dilapidated, structurally unsafe or of such faulty construction or unstable foundation that partial or complete collapse is possible.

(3) Unsafe Equipment. Unsafe equipment includes any boiler, heating equipment, elevator, moving stairway, electrical wiring or device, flammable liquid containers or other equipment on the premises or within the structure which is in such disrepair or condition that such equipment is a hazard to life, health, property or safety of the public or occupants of the premises or structure.

(4) Structure Unfit for Human Occupancy. A structure is unfit for human occupancy whenever the code official finds that such structure is unsafe, unlawful or, because of the degree to which the structure is in disrepair or lacks maintenance, is unsanitary or vermin- or rat-infested, contains filth and contamination, or lacks ventilation, illumination, sanitary or heating facilities or other essential equipment required by this code, or because the location of the structure constitutes a hazard to the occupants of the structure or to the public, or is declared a dangerous building.

(5) Unlawful Structure. An unlawful structure is one found in whole or in part to be occupied by more persons than permitted under this code, or which was erected, altered or occupied contrary to law.

(6) Dangerous Building. For the purpose of this code, any building or structure which has any or all of the conditions or defects hereinafter described shall be deemed to be a dangerous building; provided, that such conditions or defects exist to the extent that the life, health, property or safety of the public or occupants is endangered:

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- (a) Whenever any door, aisle, passageway, stairway or other means of exit is not of sufficient width or size or is not so arranged to provide safe and adequate means of exit in case of fire and panic.
- (b) Whenever the walking surface of any aisle, passageway, stairway or other means of exit is so warped, worn, loose, or torn or otherwise unsafe as to not provide safe and adequate means of exit in case of fire or panic.
- (c) Whenever the stress in any materials, member or portion thereof, due to all dead and live loads, is more than one and one-half times the working stress or stress allowed in the adopted construction codes for new buildings of similar structure, purpose or location.
- (d) Whenever any portion thereof has been damaged by fire, earthquake, wind, flood or by any other cause, to such an extent that the structural strength or stability thereof is materially less than it was before such catastrophe and is less than the minimum requirements of the adopted construction codes for new buildings of similar structure, purpose or location.
- (e) Whenever any portion or member or appurtenance thereof is likely to fail, or to become detached or dislodged, or to collapse and thereby injure persons or damage property.
- (f) Whenever any portion of a building, or any member, appurtenance or ornamentation on the exterior thereof, is not of sufficient strength or stability, or is not so anchored, attached or fastened in place, so as to be capable of resisting a wind pressure of one-half of that specified in the adopted construction codes for new buildings of similar structure, purpose or location without exceeding the working stresses permitted in the adopted construction codes for such buildings.
- (g) Whenever any portion thereof has wracked, warped, buckled or settled to such an extent that walls or other structural portions have materially less resistance to winds or earthquakes than is required in the case of similar new construction.
- (h) Whenever the building or structure, or any portion thereof, because of dilapidation, deterioration or decay; faulty construction; the removal, movement or instability of any portion of the ground necessary for the purpose of supporting such building; the deterioration, decay or inadequacy of its foundation; or any other cause, is likely to partially or completely collapse.

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(i) Whenever, for any reason, the building or structure, or any portion thereof, is manifestly unsafe for the purpose for which it is being used.

(j) Whenever the exterior walls or other vertical structural members list, lean or buckle to such an extent that a plumb line passing through the center of gravity does not fall within one-third of the base.

(k) Whenever the building or structure, exclusive of the foundation, shows 33 percent or more damage or deterioration of its supporting member or members, or 50 percent damage or deterioration of its nonsupporting members, enclosing or outside walls or coverings.

(l) Whenever the building or structure has been so damaged by fire, wind, earthquake or flood, or has become so dilapidated or deteriorated as to become an attractive nuisance to children; a harbor for vagrants, criminals or immoral persons; or as to enable persons to resort thereto for the purpose of committing unlawful or immoral acts.

(m) Whenever any building or structure has been constructed, exists, or is maintained in violation of any specific requirement or prohibition applicable to such building or structure provided by the regulations of this jurisdiction as specified in the Sammamish Municipal Code relating to the condition and/or location of structures and buildings.

(n) Whenever any portion of a building or structure remains on a site after the demolition or destruction of the building or structure or whenever any building or structure is abandoned for a period in excess of six months so as to constitute such building or portion thereof an attractive nuisance or hazard to the public.

(o) Whenever any building or structure, because of obsolescence, dilapidated condition, deterioration, damage, inadequate exits, lack of sufficient fire-resistive construction, faulty electric wiring, gas connections or heating apparatus, or other cause, is determined by the fire marshal to be a fire hazard. (Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2004-148 § 4)

16.25.155 Closing of vacant structures.

(1) If the structure is vacant and unfit for human habitation and occupancy, and is not in danger of structural collapse, the code official is authorized to post a placard on the premises and order the structure closed up so as not to be an attractive nuisance. Upon failure of the owner to close up the premises within the time specified

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in the order, the code official is authorized to cause the premises to be closed and secured through any available public agency or by contract or arrangement by private persons and the cost thereof shall be charged against the real estate upon which the structure is located and shall be a lien upon such real estate and may be collected by any other legal resource.

(2) To secure a building all doors, window openings or other openings on floors accessible from grade shall be closed and locked, or shuttered to prevent casual entry. If openings are damaged so they cannot be secured using normal building amenities, they shall be secured by covering with seven-sixteenths-inch minimum thickness structural panel sheathing cut to fit over the building opening and secured with No. 10 wood screws with fender washers. The screws shall penetrate the wood framing by a minimum of one and one-quarter inches and the screws shall be spaced around the perimeter of the opening at no more than 12 inches on center. The exterior structural panel sheathing shall be painted to match the house.

(3) The code official is authorized to require additional securing measures as deemed necessary. (Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2007-214 § 1; Ord. O2004-148 § 4)

16.25.160 Notice.

Whenever the code official has determined that a structure or equipment is unsafe under the provisions of this chapter, notice shall be posted in a conspicuous place in or about the structure affected by such notice and served on the owner or the person or persons responsible for the structure or equipment in accordance with SMC [16.25.165](#). If the notice pertains to equipment, it shall also be placed on the unsafe equipment. (Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2007-214 § 1; Ord. O2004-148 § 4)

16.25.165 Placarding.

Upon failure of the owner or person responsible to comply with the notice provisions within the time given, the code official is authorized to post on the premises or on defective equipment a placard bearing the words "UNSAFE – DO NOT ENTER OR OCCUPY" and a statement of the penalties provided for occupying the premises, operating the equipment or removing the placard. (Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2007-214 § 1; Ord. O2004-148 § 4)

16.25.170 Placard removal.

The code official is authorized to remove the "UNSAFE – DO NOT ENTER OR OCCUPY" placard whenever the defect or defects upon which the placarding actions were based have been eliminated. Any person who defaces or removes a placard without the approval of the code official shall be subject to the penalties provided

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by this code. (Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2007-214 § 1; Ord. O2004-148 § 4)

16.25.175 Prohibited occupancy.

Any occupied structure placarded by the code official is authorized to be vacated as ordered by the code official. Any person who shall occupy a placarded premises or shall operate placarded equipment, and any owner or any person responsible for the premises who shall let anyone occupy a placarded premises or operate placarded equipment, shall be liable for the penalties provided by this code. (Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2007-214 § 1; Ord. O2004-148 § 4)

16.25.180 Emergency measures.

(1) Imminent Danger. When, in the opinion of the code official, there is imminent danger of failure or collapse of a building or structure which endangers life, or when any structure or part of a structure has fallen and life is endangered by the occupation of the structure, or when there is actual or potential danger to the building occupants or those in the proximity of any structure because of explosives, explosive fumes or vapors or the presence of toxic fumes, gases or materials, or operation of defective or dangerous equipment, the code official is hereby authorized and empowered to order and require the occupants to vacate the premises forthwith. The code official is authorized to cause to be posted at each entrance to such structure a notice reading as follows: "This Structure Is Unsafe and Its Occupancy Has Been Prohibited by the Code Official." It shall be unlawful for any person to enter such structure except for the purpose of securing the structure, making the required repairs, removing the hazardous condition or of demolishing the same.

(2) Temporary Safeguards. Notwithstanding other provisions of this code, whenever, in the opinion of the code official, there is imminent danger due to an unsafe condition, the code official is authorized to order the necessary work to be done, including the boarding up of openings, to render such structure temporarily safe whether or not the legal procedure herein described has been instituted; and is authorized to cause such other action to be taken as the code official deems necessary to meet such emergency.

(3) Closing Streets. When necessary for public safety, the code official is authorized to temporarily close structures and close, or order the authority having jurisdiction to close, sidewalks, streets, public ways and places adjacent to unsafe structures, and prohibit the same from being utilized.

(4) Emergency Repairs. For the purposes of this section, the code official is authorized to employ the necessary labor and materials to perform the required work as expeditiously as possible.

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(5) Costs of Emergency Repairs. Costs incurred in the performance of emergency work may be paid by the jurisdiction. The legal counsel of the jurisdiction is authorized to institute appropriate action against the owner of the premises where the unsafe structure is or was located for the recovery of such costs.

(6) Hearing. Any person ordered to take emergency measures shall comply with such order forthwith. Any affected person shall thereafter, upon petition directed to the appeals board, be afforded a hearing as described in this code. For provisions related to appeals, see Chapters [20.10](#) and [23.110](#) SMC. (Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2004-148 § 4)

16.25.185 Demolition.

(1) General. The code official shall have the authority to order the owner of any premises upon which is located any structure, which in the code official's judgment is so old, dilapidated or has become so out of repair as to be dangerous, unsafe, unsanitary or otherwise unfit for human habitation or occupancy, and such that it is unreasonable to repair the structure, to demolish and remove such structure; or if such structure is capable of being made safe by repairs, to repair and make safe and sanitary or to demolish and remove at the owner's option; or where there has been a cessation of normal construction of any structure for a period of more than two years, to demolish and remove such structure.

(2) Notices and Orders. All notices and orders shall comply with SMC Title [23](#), code enforcement.

(3) Failure to Comply. If the owner of a premises fails to comply with a demolition order within the time prescribed, the code official shall have the authority to cause the structure to be demolished and removed, either through an available public agency or by contract or arrangement with private persons, and the cost of such demolition and removal shall be charged against the real estate upon which the structure is located and shall be a lien upon such real estate.

(4) Salvage Materials. When any structure has been ordered demolished and removed, the governing body or other designated officer under said contract or arrangement aforesaid shall have the right to sell the salvage and valuable materials at the highest price obtainable. The net proceeds of such sale, after deducting the expenses of such demolition and removal, shall be promptly remitted with a report of such sale or transaction, including the items of expense and the amounts deducted, for the person who is entitled thereto, subject to any order of a court. If such a surplus does not remain to be turned over, the report shall so state. (Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2004-148 § 4)

16.25.190 Definitions.

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Unless otherwise expressly stated, the following terms shall, for the purposes of this code, have the meanings shown in this chapter.

Words stated in the present tense include the future; words stated in the masculine gender include the feminine gender and the feminine the masculine; the singular number includes the plural and the plural, the singular.

Where terms are not defined in this code and are defined in the Sammamish Municipal Code and those codes adopted under the Sammamish Municipal Code, such terms shall have the meanings ascribed to them as in those codes.

Where terms are not defined through the methods authorized by this section, such terms shall have ordinarily accepted meanings such as the context implies.

Whenever the words “dwelling unit,” “dwelling,” “premises,” “building,” “rooming house,” “rooming unit,” “housekeeping unit” or “story” are stated in this code, they shall be construed as though they were followed by the words “or any part thereof.”

“Approved” means approved by the code official.

“Basement” means that portion of a building which is partly or completely below grade.

“Bathroom” means a room containing plumbing fixtures including a bathtub or shower.

“Bedroom” means any room or space used or intended to be used for sleeping purposes.

“Code official” means the official who is charged with the administration and enforcement of this code, or any duly authorized representative.

“Condemn” means to adjudge unfit for occupancy.

“Dwelling unit” means a single unit providing complete, independent living facilities for one or more persons, including permanent provisions for living, sleeping, eating, cooking and sanitation.

“Easement” means that portion of land or property reserved for present or future use by a person or agency other than the legal fee owner(s) of the property. The easement shall be permitted to be for use under, on or above said lot or lots.

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“Exterior property” means the open space on the premises and on adjoining property under the control of owners or operators of such premises.

“Extermination” means the control and elimination of insects, rats or other pests by eliminating their harborage places; by removing or making inaccessible materials that serve as their food; by poison spraying, fumigating, or trapping or by any other approved pest elimination methods.

“Garbage” means the animal or vegetable waste resulting from the handling, preparation, cooking and consumption of food.

“Guard” means a building component or a system of building components located at or near the open sides of elevated walking surfaces that minimizes the possibility of a fall from the walking surface to a lower level.

“Habitable space” means a space in a structure for living, sleeping, eating or cooking. Bathrooms, toilet rooms, closets, halls, storage or utility spaces, and similar areas are not considered habitable spaces.

“Housekeeping unit” means a room or group of rooms forming a single habitable space equipped and intended to be used for living, sleeping, cooking and eating which does not contain, within such a unit, a toilet, lavatory and bathtub or shower.

“Imminent danger” means a condition which could cause serious or life-threatening injury or death at any time.

“Infestation” means the presence, within or contiguous to a structure or premises, of insects, rats, vermin or other pests.

“Inoperable motor vehicle” means a vehicle which cannot be driven upon the public streets for reasons including but not limited to being unlicensed, wrecked, abandoned, in a state of disrepair, or incapable of being moved under its own power.

“Labeled” means devices, equipment, appliances, or materials to which has been affixed a label, seal, symbol or other identifying mark of a nationally recognized testing laboratory, inspection agency or other organization concerned with product evaluation that maintains periodic inspection of the production of the above-labeled items and by whose label the manufacturer attests to compliance with applicable nationally recognized standards.

“Let for occupancy” or “let” means to permit, provide or offer possession or occupancy of a dwelling, dwelling unit, rooming unit, building, premises or structure by a person who is or is not the legal owner of record thereof,

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pursuant to a written or unwritten lease, agreement or license, or pursuant to a recorded or unrecorded agreement of contract for the sale of land.

“Occupancy” means the purpose for which a building or portion thereof is utilized or occupied.

“Occupant” means any individual living or sleeping in a building, or having possession of a space within a building.

“Openable area” means that part of a window, skylight or door which is available for unobstructed ventilation and which opens directly to the outdoors.

“Operator” means any person who has charge, care or control of a structure or premises which is let or offered for occupancy.

“Owner” means any person, agent, operator, firm or corporation having a legal or equitable interest in the property; or recorded in the official records of the state, county or municipality as holding title to the property; or otherwise having control of the property, including the guardian of the estate of any such person, and the executor or administrator of the estate of such person if ordered to take possession of real property by a court.

“Person” means an individual, corporation, partnership or any other group acting as a unit.

“Premises” means a lot, plot or parcel of land, easement or public way, including any structures thereon.

“Public way” means any street, alley or similar parcel of land essentially unobstructed from the ground to the sky, which is deeded, dedicated or otherwise permanently appropriated to the public for public use.

“Rooming house” means a building arranged or occupied for lodging, with or without meals, for compensation and not occupied as a one- or two-family dwelling.

“Rooming unit” means any room or group of rooms forming a single habitable unit occupied or intended to be occupied for sleeping or living, but not for cooking purposes.

“Rubbish” means combustible and noncombustible waste materials, except garbage; the term shall include the residue from the burning of wood, coal, coke and other combustible materials, paper, rags, cartons, boxes, wood, excelsior, rubber, leather, tree branches, yard trimmings, tin cans, metals, mineral matter, glass, crockery, dust and other similar materials.

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“Sleeping unit” means a room or space in which people sleep, which can also include permanent provisions for living, eating and either sanitation or kitchen facilities, but not for both. Such rooms and spaces that are also part of a dwelling unit are not sleeping units.

“Strict liability offense” means an offense in which the prosecution in a legal proceeding is not required to prove criminal intent as a part of its case. It is enough to prove that the defendant either did an act which was prohibited, or failed to do an act which the defendant was legally required to do.

“Structure” means that which is built or constructed or a portion thereof.

“Tenant” means a person, corporation, partnership or group, whether or not the legal owner of record, occupying a building or portion thereof as a unit.

“Toilet room” means a room containing a water closet or urinal but not a bathtub or shower.

“Ventilation” means the natural or mechanical process of supplying conditioned or unconditioned air to, or removing such air from, any space.

“Workmanlike” means executed in a skilled manner; e.g., generally plumb, level, square, in line, undamaged and without marring adjacent work.

“Yard” means an open space on the same lot with a structure. (Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2007-214 § 1; Ord. O2004-148 § 4)

16.25.195 General requirements.

(1) Scope. The provisions of this chapter and SMC Title [8](#) shall govern the minimum conditions and the responsibilities of persons for maintenance of structures, equipment and exterior property.

(2) Responsibility. The owner of the premises shall maintain the structures and exterior property in compliance with these requirements, except as otherwise provided for in this code. A person shall not occupy as owner-occupant or permit another person to occupy premises which are not in a sanitary and safe condition and which do not comply with the requirements of this chapter. Occupants of a dwelling unit, rooming unit or housekeeping unit are responsible for keeping in a clean, sanitary and safe condition that part of the dwelling unit, rooming unit, housekeeping unit or premises which they occupy and control.

(3) Vacant Structures and Land. All vacant structures and premises thereof or vacant land shall be maintained in a clean, safe, secure and sanitary condition as provided herein so as not to cause a blighting problem or

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adversely affect the public health or safety. (Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2004-148 § 4)

16.25.200 Exterior property areas.

(1) Sanitation. All exterior property and premises shall be maintained in a clean, safe and sanitary condition in accordance with this code and the provisions of SMC [23.30.010](#). The occupant shall keep that part of the exterior property which such occupant occupies or controls in a clean and sanitary condition.

(2) Grading and Drainage. All premises shall be graded and maintained to prevent the erosion of soil and to prevent the accumulation of stagnant water thereon, or within any structure located thereon.

Exception: Approved retention areas and reservoirs.

(3) Sidewalks and Driveways. All sidewalks, walkways, stairs, driveways, parking spaces and similar areas shall be kept in a proper state of repair, and maintained free from hazardous conditions.

(4) Rodent Harborage. All structures and exterior property shall be kept free from rodent harborage and infestation. Where rodents are found, they shall be promptly exterminated by approved processes which will not be injurious to human health. After extermination, proper precautions shall be taken to eliminate rodent harborage and prevent reinfestation.

(5) Exhaust Vents. Clearances to property lines and openings into a building prescribed in the codes applicable to the installation of pipes, ducts, conductors, fans or blowers shall be maintained.

(6) Accessory Structures. All accessory structures, including detached garages, fences and walls, shall be maintained structurally sound and in good repair.

(7) Defacement of Property. No person shall willfully or wantonly damage, mutilate or deface any exterior surface of any structure or building on any private or public property by placing thereon any marking, carving or graffiti. It shall be the responsibility of the owner to restore said surface to an approved state of maintenance and repair. (Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2004-148 § 4)

16.25.205 Swimming pools, spas, and hot tubs.

(1) Swimming Pools. Swimming pools shall be maintained in a clean and sanitary condition, and in good repair.

(2) Enclosures. Private swimming pools, hot tubs and spas containing water more than 36 inches (915 mm) in depth shall be completely surrounded by a fence or barrier at least 48 inches (1,219 mm) in height above the

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finished ground level measured on the side of the barrier away from the pool. Openings in the fence or barrier shall not allow the passage of a four-inch-diameter sphere. Gates and doors in such barriers shall be self-closing and self-latching. Where the self-latching device is less than 54 inches (1,372 mm) above the bottom of the gate, the release mechanism shall be located on the pool side of the gate. Self-closing and self-latching gates shall be maintained such that the gate will positively close and latch when released from an open position of six inches (152 mm) from the gatepost. No existing pool enclosure shall be removed, replaced or changed in a manner that reduces its effectiveness as a safety barrier. (Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2004-148 § 4)

16.25.210 Exterior structure.

- (1) General. The exterior of a structure shall be maintained in good repair, structurally sound and sanitary so as not to pose a threat to the public health, safety or welfare.
- (2) Protective Treatment. All exterior surfaces, including, but not limited to, doors, door and window frames, cornices, porches, trim, balconies, decks and fences, shall be maintained in good condition. Exterior wood surfaces, other than decay-resistant woods, shall be protected from the elements and decay by painting or other protective covering or treatment. Peeling, flaking and chipped paint shall be eliminated and surfaces repainted. All siding and masonry joints as well as those between the building envelope and the perimeter of windows, doors, and skylights shall be maintained weather resistant and watertight. All metal surfaces subject to rust or corrosion shall be coated to inhibit such rust and corrosion and all surfaces with rust or corrosion shall be stabilized and coated to inhibit future rust and corrosion. Oxidation stains shall be removed from exterior surfaces. Surfaces designed for stabilization by oxidation are exempt from this requirement.
- (3) Premises Identification. Buildings shall have approved address numbers placed in a position to be plainly legible and visible from the street or road fronting the property. These numbers shall contrast with their background. Address numbers shall be Arabic numerals or alphabet letters. Numbers shall be a minimum of four inches (102 mm) high with a minimum stroke width of one-half inch (12.7 mm).
- (4) Structural Members. All structural members shall be maintained free from deterioration, and shall be capable of safely supporting the imposed dead and live loads.
- (5) Foundation Walls. All foundation walls shall be maintained plumb and free from open cracks and breaks and shall be kept in such condition so as to prevent the entry of rodents and other pests.

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(6) Exterior Walls. All exterior walls shall be free from holes, breaks, and loose or rotting materials; and maintained weatherproof and properly surface-coated where required to prevent deterioration.

(7) Roofs and Drainage. The roof and flashing shall be sound, tight and not have defects that admit rain. Roof drainage shall be adequate to prevent dampness or deterioration in the walls or interior portion of the structure. Roof drains, gutters and downspouts shall be maintained in good repair and free from obstructions. Roof water shall not be discharged in a manner that creates a public nuisance.

(8) Decorative Features. All cornices, belt courses, corbels, terra cotta trim, wall facings and similar decorative features shall be maintained in good repair with proper anchorage and in a safe condition.

(9) Overhang Extensions. All overhang extensions including, but not limited to, canopies, marquees, signs, metal awnings, fire escapes, standpipes and exhaust ducts shall be maintained in good repair and be properly anchored so as to be kept in a sound condition. When required, all exposed surfaces of metal or wood shall be protected from the elements and against decay or rust by periodic application of weather-coating materials, such as paint or similar surface treatment.

(10) Stairways, Decks, Porches and Balconies. Every exterior stairway, deck, porch, balcony, and all appurtenances attached thereto shall be maintained structurally sound, in good repair, with proper anchorage and capable of supporting the imposed loads.

(11) Chimneys and Towers. All chimneys, cooling towers, smoke stacks, and similar appurtenances shall be maintained structurally safe and sound, and in good repair. All exposed surfaces of metal or wood shall be protected from the elements and against decay or rust by periodic application of weather-coating materials, such as paint or similar surface treatment.

(12) Handrails and Guards. Every handrail and guard shall be firmly fastened and capable of supporting normally imposed loads and shall be maintained in good condition.

(13) Window, Skylight and Door Frames. Every window, skylight, and door frame shall be kept in sound condition, good repair and weather tight.

(a) Glazing. All glazing materials shall be maintained free from cracks and holes.

(b) Openable Windows. Every window, other than a fixed window, shall be easily openable and capable of being held in position by window hardware.

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(c) Doors. All exterior doors, door assemblies, operator systems if provided and hardware shall be maintained in good condition. Locks at all entrances to dwelling units, rooming units and guestrooms shall tightly secure the door. Locks on means of egress doors shall be in accordance with SMC [16.25.280\(1\)\(c\)](#).

(14) Building Security. Doors, windows or hatchways for dwelling units, rooming units or housekeeping units shall be provided with devices designed to provide security for the occupants and property within. (Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2004-148 § 4)

16.25.215 Interior structure.

(1) General. The interior of a structure and equipment therein shall be maintained in good repair, structurally sound and in a sanitary condition. Occupants shall keep that part of the structure which they occupy or control in a clean and sanitary condition. Every owner of a structure containing a rooming house, housekeeping units, a hotel, a dormitory, two or more dwelling units or two or more nonresidential occupancies shall maintain, in a clean and sanitary condition, the shared or public areas of the structure and exterior property.

(2) Structural Members. All structural members shall be maintained structurally sound, and be capable of supporting the imposed loads.

(3) Interior Surfaces. All interior surfaces shall be maintained in a sanitary condition. Peeling, chipping, flaking or abraded paint shall be repaired, removed or covered. Cracked or loose plaster, decayed wood, mold and other defective surface conditions shall be corrected.

(4) Stairs and Walking Surfaces. Every stair, ramp, landing, balcony, porch, deck or other walking surface shall be maintained in sound condition and good repair.

(5) Handrails and Guards. Every handrail and guard shall be firmly fastened and capable of supporting normally imposed loads and shall be maintained in good condition.

(6) Interior Doors. Every interior door shall fit reasonably well within its frame and shall be capable of being opened and closed by being properly and securely attached to jambs, headers or tracks as intended by the manufacturer of the attachment hardware. (Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2004-148 § 4)

16.25.220 Handrails and guards.

Exhibit 1

Every exterior and interior flight of stairs having more than four risers shall have a handrail on one side of the stair and every open portion of a stair, landing, balcony, porch, deck, ramp or other walking surface which is more than 30 inches (762 mm) above the floor or grade below shall have guards. Handrails shall not be less than 30 inches (762 mm) high or more than 42 inches (1,067 mm) high measured vertically above the nosing of the tread or above the finished floor of the landing or walking surfaces. Guards shall not be less than 30 inches (762 mm) high above the floor of the landing, balcony, porch, deck, or ramp or other walking surface.

Exception: Guards shall not be required where exempted by the adopted building code. (Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2004-148 § 4)

16.25.225 Rubbish and garbage.

(1) Accumulation of Rubbish or Garbage. All exterior property and premises, and the interior of every structure, shall be free from any accumulation of rubbish or garbage.

(2) Disposal of Rubbish. Every occupant of a structure shall dispose of all rubbish in a clean and sanitary manner by placing such rubbish in approved containers.

(a) Rubbish Storage Facilities. The owner of every occupied premises shall supply approved covered containers for rubbish, and the owner of the premises shall be responsible for the removal of rubbish.

(b) Refrigerators. Refrigerators and similar equipment not in operation shall not be discarded, abandoned or stored on premises and are defined as an attractive nuisance.

(3) Disposal of Garbage. Every occupant of a structure shall dispose of garbage in a clean and sanitary manner by placing such garbage in an approved garbage disposal facility or approved garbage containers maintained for regular collection.

(a) Garbage Facilities. The owner of every dwelling shall supply an approved leakproof, covered, outside garbage container.

(b) Containers. The operator of every establishment producing garbage shall provide, and at all times cause to be utilized, approved leakproof containers provided with close-fitting covers for the storage of such materials until removed from the premises for disposal.

Exhibit 1

(c) Recyclable Materials and Solid Waste Storage. Space required by WAC [51-50-009](#) for the storage of recycled materials and solid waste shall be maintained to meet the needs of the occupancy, efficiency of pickup, and shall be available to occupants and haulers. (Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2004-148 § 4)

16.25.230 Extermination.

(1) Infestation. All structures shall be kept free from insect and rodent infestation. All structures in which insects or rodents are found shall be promptly exterminated by approved processes that will not be injurious to human health. After extermination, proper precautions shall be taken to prevent reinfestation.

(2) Owner. The owner of any structure shall be responsible for extermination within the structure prior to renting or leasing the structure.

(3) Single Occupant. The occupant of a one-family dwelling or of a single-tenant nonresidential structure shall be responsible for extermination on the premises.

(4) Multiple Occupancy. The owner of a structure containing two or more dwelling units, a multiple occupancy, a rooming house or a nonresidential structure shall be responsible for extermination in the public or shared areas of the structure and exterior property. If infestation is caused by failure of an occupant to prevent such infestation in the area occupied, the occupant shall be responsible for extermination.

(5) Occupant. The occupant of any structure shall be responsible for the continued rodent- and pest-free condition of the structure.

Exception: Where the infestations are caused by defects in the structure, the owner shall be responsible for extermination. (Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2004-148 § 4)

16.25.235 Light and ventilation.

The provisions of this chapter shall govern the minimum conditions and standards for light, ventilation and space for occupying a structure.

The owner of the structure shall provide and maintain light, ventilation and space conditions in compliance with these requirements. A person shall not occupy as owner-occupant, or permit another person to occupy, any structures that do not comply with the requirements of this chapter.

Exhibit 1

In lieu of the means for natural light and ventilation herein prescribed, artificial light or mechanical ventilation complying with this title and locally adopted amendments shall be permitted.

(1) Natural Light. Every habitable space shall have at least one window of approved size facing directly to the outdoors or to a court. The minimum total glazed area for every habitable space shall be eight percent of the floor area of such room. Wherever walls or other portions of a structure face a window of any room and such obstructions are located less than three feet (914 mm) from the window and extend to a level above that of the ceiling of the room, such window shall not be deemed to face directly to the outdoors nor to a court and shall not be included as contributing to the required minimum total window area for the room.

Exception: Where natural light for rooms or spaces without exterior glazing areas is provided through an adjoining room, the unobstructed opening to the adjoining room shall be at least eight percent of the floor area of the interior room or space, but not less than 25 square feet (2.33 m²). The exterior glazing area shall be based on the total floor area being served.

(2) The glazed areas need not be installed in rooms where an emergency rescue and escape opening is not required and artificial light is provided capable of producing an average illumination of six footcandles (65 lux) over the area of the room at a height of 30 inches (762 mm) above the floor level.

(3) Common Halls and Stairways. Every common hall and stairway in residential occupancies, other than in one- and two-family dwellings, shall be lighted at all times with at least a 60-watt standard incandescent light bulb for each 200 square feet (19 m²) of floor area or equivalent illumination; provided, that the spacing between lights shall not be greater than 30 feet (9,144 mm). In other than residential occupancies, means of egress, including exterior means of egress and stairways, shall be illuminated at all times the building space served by the means of egress is occupied with a minimum of one footcandle (11 lux) at floors, landings and treads.

(4) Other Spaces. All other spaces shall be provided with natural or artificial light sufficient to permit the maintenance of sanitary conditions, and the safe occupancy of the space and utilization of the appliances, equipment and fixtures.

(5) Ventilation. Every habitable space shall have at least one operable window. The total operable area of the window in every room shall be equal to at least 45 percent of the minimum glazed area required in subsection (1) of this section.

Exceptions:

Exhibit 1

(a) Where rooms and spaces without openings to the outdoors are ventilated through an adjoining room, the unobstructed opening to the adjoining room shall be at least eight percent of the floor area of the interior room or space, but not less than 25 square feet (2.33 m²). The ventilation openings to the outdoors shall be based on a total floor area being ventilated.

(b) The glazed areas need not be openable where an emergency rescue and escape opening is not required and an approved mechanical ventilation system capable of producing 0.35 air change per hour in the room is installed or a whole-house mechanical ventilation system is installed capable of supplying outdoor ventilation air of 15 cubic feet per minute (cfm) (78 L/s) per occupant computed on the basis of two occupants for the first bedroom and one occupant for each additional bedroom.

(6) Bathrooms and Toilet Rooms. Every bathroom and toilet room shall comply with the ventilation requirements for habitable spaces as required by subsection (5) of this section, except that a window shall not be required in such spaces equipped with a mechanical ventilation system. Air exhausted by mechanical ventilation system from a bathroom or toilet room shall discharge to the outdoors and shall not be recirculated.

(7) Cooking Facilities. Unless approved through the certificate of occupancy, cooking shall not be permitted in any rooming unit or dormitory unit, and a cooking facility or appliance shall not be permitted to be present in a rooming unit or dormitory unit.

Exception: Where specifically approved in writing by the code official.

(8) Process Ventilation. Where injurious, toxic, irritating or noxious fumes, gases, dusts or mists are generated, a local exhaust ventilation system shall be provided to remove the contaminating agent at the source. Air shall be exhausted to the exterior and not be recirculated to any space.

(9) Clothes Dryer Exhaust. Clothes dryer exhaust systems shall be independent of all other systems and shall be exhausted in accordance with the manufacturer's instructions. (Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2004-148 § 4)

16.25.240 Occupancy limitations.

(1) Privacy. Dwelling units, hotel units, housekeeping units, rooming units and dormitory units shall be arranged to provide privacy and be separate from other adjoining spaces.

Exhibit 1

(2) Minimum Room Widths. A habitable room, other than a kitchen, shall not be less than seven feet (2,134 mm) in any plan dimension. Kitchens shall have a clear passageway of not less than three feet (914 mm) between counter fronts and appliances or counter fronts and walls.

(3) Minimum Ceiling Heights. Habitable spaces, hallways, corridors, laundry areas, bathrooms, toilet rooms and habitable basement areas shall have a clear ceiling height of not less than seven feet (2,134 mm).

Exceptions:

(a) In one- and two-family dwellings, beams or girders spaced not less than four feet (1,219 mm) on center and projecting not more than six inches (152 mm) below the required ceiling height.

(b) Basement rooms in one- and two-family dwellings occupied exclusively for laundry, study or recreation purposes, having a ceiling height of not less than six feet eight inches (2,033 mm) with not less than six feet four inches (1,932 mm) of clear height under beams, girders, ducts and similar obstructions.

(c) Rooms occupied exclusively for sleeping, study or similar purposes and having a sloped ceiling over all or part of the room, with a clear ceiling height of at least seven feet (2,134 mm) over not less than one-third of the required minimum floor area. In calculating the floor area of such rooms, only those portions of the floor area with a clear ceiling height of five feet (1,524 mm) or more shall be included.

(4) Bedroom Requirements. Every bedroom shall comply with the following requirements:

(a) Area for Sleeping Purposes. Every bedroom shall contain at least 70 square feet (6.5 m²) of floor area.

(b) Water Closet Accessibility. In other than Group R-3 occupancies (single-family residence), every bedroom shall have access to at least one water closet and one lavatory without passing through another bedroom and shall have access to at least one water closet and lavatory located on the same story as the bedroom.

(c) Prohibited Occupancy. Kitchens and nonhabitable spaces shall not be used for sleeping purposes.

Exhibit 1

(d) Other Requirements. Bedrooms shall comply with the applicable provisions of this code including, but not limited to, the light, ventilation, room area, ceiling height and room width requirements of this chapter; the plumbing facilities and water heating facilities requirements of SMC [16.25.245](#) through [16.25.260](#); the heating facilities and electrical receptacle requirements of SMC [16.25.270](#); and the smoke alarm and emergency escape requirements of SMC [16.25.280](#).

(5) Food Preparation. All spaces to be occupied for food preparation purposes shall contain suitable space and equipment to store, prepare and serve foods in a sanitary manner. There shall be adequate facilities and services for the sanitary disposal of food wastes and refuse, including facilities for temporary storage. (Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2004-148 § 4)

16.25.245 Plumbing facilities and fixture requirements.

The provisions of this chapter shall govern the minimum plumbing systems, facilities and plumbing fixtures to be provided in existing structures. The owner of the structure shall provide and maintain such plumbing facilities and plumbing fixtures in compliance with these requirements. A person shall not occupy as owner-occupant or permit another person to occupy any structure or premises which does not comply with the requirements of this chapter or the provisions of this title and SMC [46.30.090](#).

(1) Number and Type of Fixtures. Plumbing fixtures shall be provided and maintained in the quantity and location as required under the building and plumbing codes in existence at the time the occupancy was first approved by the jurisdiction unless subsequently approved to be relocated or removed under an approved permit.

(2) Privacy. Toilet rooms and bathrooms shall provide privacy and shall not constitute the only passageway to a hall or other space, or to the exterior. A door and interior locking device shall be provided for all common or shared bathrooms and toilet rooms in a multiple dwelling.

(3) Location. Toilet rooms and bathrooms serving hotel units, rooming units or dormitory units or housekeeping units shall have access by traversing not more than one flight of stairs and shall have access from a common hall or passageway.

(4) Location of Employee Toilet Facilities. Toilet facilities shall have access from within the employees' working area. The required toilet facilities shall be located not more than one story above or below the employees'

Exhibit 1

working area and the path of travel to such facilities shall not exceed a distance of 500 feet (152 m). Employee facilities shall either be separate facilities or combined employee and public facilities.

Exception: Facilities that are required for employees in storage structures or kiosks, which are located in adjacent structures under the same ownership, lease or control, shall not exceed a travel distance of 500 feet (152 m) from the employees' regular working area to the facilities.

(5) Floor Surface. In other than dwelling units, every toilet room floor shall be maintained to be a smooth, hard, nonabsorbent surface to permit such floor to be easily kept in a clean and sanitary condition. (Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2004-148 § 4)

16.25.250 Plumbing systems and fixtures.

All plumbing fixtures shall be properly installed and maintained in working order, and shall be kept free from obstructions, leaks and defects and be capable of performing the function for which such plumbing fixtures are designed. All plumbing fixtures shall be maintained in a safe, sanitary and functional condition. Plumbing fixtures shall have adequate clearances for usage and cleaning.

Where it is found that a plumbing system in a structure constitutes a hazard to the occupants or the structure by reason of inadequate service, inadequate venting, cross-connection, back siphonage, improper installation, deterioration or damage or for similar reasons, the code official shall require the defects to be corrected to eliminate the hazard. (Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2004-148 § 4)

16.25.255 Water system.

(1) General. Every sink, lavatory, bathtub or shower, drinking fountain, water closet or other plumbing fixture shall be properly connected to either a public water system or to an approved private water system. All kitchen sinks, lavatories, laundry facilities, bathtubs and showers shall be supplied with hot or tempered and cold running water in accordance with this title and SMC [46.30.090](#).

(2) Contamination. The water supply shall be maintained free from contamination, and all water inlets for plumbing fixtures shall be located above the flood-level rim of the fixture. Shampoo basin faucets, janitor sink faucets and other hose bibs or faucets to which hoses are attached and left in place shall be protected by an approved atmospheric-type vacuum breaker or an approved permanently attached hose connection vacuum breaker.

Exhibit 1

(3) Supply. The water supply system shall be installed and maintained to provide a supply of water to plumbing fixtures, devices and appurtenances in sufficient volume and at pressures adequate to enable the fixtures to function properly, safely, and free from defects and leaks.

(4) Water Heating Facilities. Water heating facilities shall be properly installed, maintained and capable of providing an adequate amount of water to be drawn at every required sink, lavatory, bathtub, shower and laundry facility at a temperature of not less than 110 degrees Fahrenheit (43 degrees Celsius). A gas-burning water heater shall not be located in any bathroom, toilet room, bedroom or other occupied room normally kept closed, except where allowed by this title and SMC [46.30.090](#). An approved combination temperature and pressure-relief valve and relief valve discharge pipe shall be properly installed and maintained on water heaters. (Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2004-148 § 4)

16.25.260 Sanitary drainage system.

All plumbing fixtures shall be properly connected to either a public sewer system or to an approved private sewage disposal system.

Every plumbing stack, vent, waste and sewer line shall function properly and be kept free from obstructions, leaks and defects. (Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2004-148 § 4)

16.25.265 Storm drainage.

Drainage of roofs and paved areas, yards and courts, and other open areas on the premises shall be discharged in a manner consistent with the Sammamish Municipal Code and shall not be discharged in a manner that creates a public nuisance. (Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2004-148 § 4)

16.25.270 Mechanical and electrical requirements.

The provisions of this chapter shall govern the minimum mechanical and electrical facilities and equipment to be provided.

The owner of the structure shall provide and maintain mechanical and electrical facilities and equipment in compliance with these requirements. A person shall not occupy as owner-occupant or permit another person to occupy any premises which does not comply with the requirements of this chapter.

(1) Heating Facilities Required. Heating facilities shall be provided in structures as follows:

Exhibit 1

(a) Residential Occupancies. Dwellings shall be provided with heating facilities capable of maintaining a room temperature of 68 degrees Fahrenheit (20 degrees Celsius) in all habitable rooms, bathrooms and toilet rooms.

(b) Heat Supply. Every owner and operator of any building who rents, leases or lets one or more dwelling unit, rooming unit, dormitory or guestroom on terms, either expressed or implied, to furnish heat to the occupants thereof shall supply heat to maintain a temperature of not less than 68 degrees Fahrenheit (20 degrees Celsius) in all habitable rooms, bathrooms, and toilet rooms.

(c) Occupiable Work Spaces. Indoor occupiable work spaces shall be supplied with heat to maintain a temperature of not less than 65 degrees Fahrenheit (18 degrees Celsius) during the period the spaces are occupied.

Exceptions:

(i) Processing, storage and operation areas that require cooling or special temperature conditions.

(ii) Areas in which persons are primarily engaged in vigorous physical activities.

(d) Room Temperature Measurement. The required room temperatures shall be measured three feet (914 mm) above the floor near the center of the room and two feet (610 mm) inward from the center of each exterior wall.

(2) Mechanical Appliances. All mechanical appliances, fireplaces, solid fuel burning appliances, cooking appliances and water heating appliances shall be properly installed and maintained in a safe working condition, and shall be capable of performing the intended function.

(a) Removal of Combustion Products. All fuel burning equipment and appliances shall be connected to an approved chimney or vent.

Exception: Fuel burning equipment and appliances which are labeled for unvented operation.

(b) Clearances. All required clearances to combustible materials shall be maintained.

Exhibit 1

(c) Safety Controls. All safety controls for fuel burning equipment shall be maintained in effective operation.

(d) Combustion Air. A supply of air for complete combustion of the fuel and for ventilation of the space containing the fuel burning equipment shall be provided for the fuel burning equipment.

(e) Energy Conservation Devices. Devices intended to reduce fuel consumption by attachment to a fuel burning appliance, to the fuel supply line thereto, or to the vent outlet or vent piping therefrom shall not be installed unless labeled for such purpose and the installation is specifically approved.

(f) Duct Systems. Duct systems shall be maintained free of obstructions and shall be capable of performing the required function.

(3) Electrical Facilities. Every occupied building shall be provided with an electrical system in compliance with the following requirements:

(a) Service. The size and usage of appliances and equipment shall serve as a basis for determining the need for additional facilities in accordance with Chapter 16.05 SMC, the State Electrical Code as administered by Washington State Department of Labor and Industries. Existing dwelling units shall be served by a three-wire, 120/240 volt, single-phase electrical service having a rating as required by the Electrical Code in effect at the time of construction but in no case shall the service rating be less than 60 amperes.

(b) Electrical System Hazards. Where it is found that the electrical system in a structure constitutes a hazard to the occupants or the structure by reason of inadequate service, improper fusing, insufficient receptacle and lighting outlets, improper wiring or installation, deterioration or damage, or for similar reasons, the code official shall require the defects to be corrected to eliminate the hazard.

(c) Abatement of Electrical Hazards Associated with Water Exposure. The provisions of this section shall govern the repair and replacement of electrical systems and equipment that have been exposed to water. Electrical equipment and wiring that have been submerged or exposed to water shall comply with the provisions of this title.

Exhibit 1

(d) Abatement of Electrical Hazards Associated with Fire Exposure. The provisions of this section shall govern the repair and replacement of electrical systems and equipment that have been exposed to fire. Electrical switches, receptacles and fixtures, including furnace, water heating, security system and power distribution circuits, that have been exposed to fire shall be replaced in accordance with the provisions of Chapter 16.05 SMC.

Exception: Electrical switches, receptacles and fixtures that shall be allowed to be repaired where an inspection report from the equipment manufacturer or approved manufacturer's representative indicates that the equipment has not sustained damage that requires replacement.

~~(e e)~~ Installation. All electrical equipment, wiring and appliances shall be properly installed and maintained in a safe and approved manner. in accordance with the State Electrical Code.

~~(d f)~~ Receptacles. Every habitable space in a dwelling shall contain receptacle outlets as required by the ~~State~~ Electrical Code in effect at the time of installation or construction. Every laundry area shall contain at least one grounded-type receptacle or a receptacle with a ground fault circuit interrupter as required by the State Electrical Code. Every bathroom shall contain at least one receptacle. Any new bathroom receptacle outlet shall have ground fault circuit interrupter protection. All receptacle outlets shall have the appropriate faceplate cover for the location.

~~(e g) Lighting Fixtures~~ Luminaires. Every public hall, interior stairway, toilet room, kitchen, bathroom, laundry room, boiler room and furnace room shall contain at least one electric luminaire. ~~lighting fixtures as required by this title, SMC 46.30.090 and the State Electrical Code.~~

(f) Wiring. Flexible cords and extension cords shall not be used for permanent wiring. Flexible cords and extension cords shall not extend from one room to another, be placed across a doorway, extend through a wall or partition, or run through cabinets, or concealed within walls, floors, or ceilings, or be used in any area where such cord may be subject to physical damage.

(Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2004-148 § 4)

16.25.275 Elevators, escalators and dumbwaiters.

Elevators, dumbwaiters and escalators shall be maintained to sustain safely all imposed loads, to operate properly, and to be free from physical and fire hazards. The most current certificate of inspection shall be on

Exhibit 1

display at all times within the elevator or attached to the escalator or dumbwaiter; or the certificate shall be available for public inspection in the office of the building operator, or as required by state law.

In buildings equipped with passenger elevators, at least one elevator shall be maintained in operation at all times when the building is occupied.

Exception: Buildings equipped with only one elevator shall be permitted to have the elevator temporarily out of service for testing or servicing. (Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2004-148 § 4)

16.25.280 Fire safety requirements.

The provisions of this chapter shall govern the minimum conditions and standards for fire safety relating to structures and exterior premises, including fire safety facilities and equipment to be provided.

The owner of the premises shall provide and maintain such fire safety facilities and equipment in compliance with these requirements. A person shall not occupy as owner-occupant or permit another person to occupy any premises that does not comply with the requirements of this chapter.

(1) Means of Egress.

(a) General. A safe, continuous and unobstructed path of travel shall be provided from any point in a building or structure to the public way. Means of egress shall comply with this title and SMC [46.30.090](#).

(b) Aisles. The required width of aisles in accordance with this title and SMC [46.30.090](#) shall be unobstructed.

(c) Locked Doors. All means of egress doors shall be readily openable from the side from which egress is to be made without the need for keys, special knowledge or effort, except where the door hardware conforms to that permitted by this title and SMC [46.30.090](#).

(d) Emergency Escape Openings. Required emergency escape openings shall be maintained in accordance with the code in effect at the time of construction, and the following: Required emergency escape and rescue openings shall be operational from the inside of the room without the use of keys or tools; bars, grilles, grates or similar devices are permitted to be placed over emergency escape and rescue openings provided the minimum net clear opening size complies with the code that was in effect at the time of construction and such devices shall

Exhibit 1

be releasable or removable from the inside without the use of a key, tool or force greater than that which is required for normal operation of the escape and rescue opening.

(2) Fire Resistance Ratings.

(a) Fire Resistance Rated Assemblies. The required fire resistance rating of fire resistance rated walls, fire stops, shaft enclosures, partitions and floors shall be maintained.

(b) Opening Protective. Required opening protective shall be maintained in an operative condition. All fire and smoke stop doors shall be maintained in operable condition. Fire doors and smoke barrier doors shall not be blocked or obstructed or otherwise made inoperable.

(3) Fire Protection Systems.

(a) General. All systems, devices and equipment to detect a fire, actuate an alarm, or suppress or control a fire or any combination thereof shall be maintained in an operable condition at all times in accordance with this title and SMC [46.30.090](#).

(b) Smoke Alarms. Single- or multiple-station smoke alarms shall be installed and maintained in Groups R-2, R-3 and R-4 and in dwellings not regulated in Group R occupancies, regardless of occupant load, at all of the following locations:

(i) On the ceiling or wall outside of each separate sleeping area in the immediate vicinity of bedrooms.

(ii) In each room used for sleeping purposes.

(iii) In each story within a dwelling unit, including basements and cellars but not including crawl spaces and uninhabitable attics. In dwellings or dwelling units with split levels and without an intervening door between the adjacent levels, a smoke alarm installed on the upper level shall suffice for the adjacent lower level; provided, that the lower level is less than one full story below the upper level.

Single- or multiple-station smoke alarms shall be installed in other groups in accordance with this title and SMC [46.30.090](#).

Exhibit 1

(4) Power Source. In Group R occupancies and in dwellings not regulated as Group R occupancies, single-station smoke alarms shall receive their primary power from the building wiring; provided, that such wiring is served from a commercial source and shall be equipped with a battery backup. Smoke alarms shall emit a signal when the batteries are low. Wiring shall be permanent and without a disconnecting switch other than as required for overcurrent protection.

Exception: Smoke alarms are permitted to be solely battery-operated in buildings where no construction is taking place, buildings that are not served from a commercial power source and in existing areas of buildings undergoing alterations or repairs that do not result in the removal of interior wall or ceiling finishes exposing the structure, unless there is an attic, crawl space or basement available which could provide access for building wiring without the removal of interior finishes.

(5) Interconnection. Where more than one smoke alarm is required to be installed within an individual dwelling unit in Groups R-2, R-3 and R-4 and in dwellings not regulated as Group R occupancies, the smoke alarms shall be interconnected in such a manner that the activation of one alarm will activate all of the alarms in the individual unit. The alarm shall be clearly audible in all bedrooms over background noise levels with all intervening doors closed.

Exceptions:

(a) Interconnection is not required in buildings which are not undergoing alterations, repairs, or construction of any kind.

(b) Smoke alarms in existing areas are not required to be interconnected where alterations or repairs do not result in the removal of interior wall or ceiling finishes exposing the structure, unless there is an attic, crawl space or basement available which could provide access for interconnection without the removal of interior finishes. (Ord. O2013-345 § 1 (Att. A); Ord. O2010-283 § 1 (Att. A); Ord. O2004-148 § 4)

Exhibit 1



Meeting Date: June 6, 2017

Date Submitted: 5/10/2017

Originating Department: Public Works

Clearances:

- | | | |
|--|--|--|
| <input checked="" type="checkbox"/> Attorney | <input type="checkbox"/> Community Development | <input type="checkbox"/> Public Safety |
| <input type="checkbox"/> Admin Services | <input type="checkbox"/> Finance & IT | <input checked="" type="checkbox"/> Public Works |
| <input checked="" type="checkbox"/> City Manager | <input type="checkbox"/> Parks & Recreation | |

Subject: Ordinance Second Reading on the potential vacation of a portion of 215th Avenue NE

Action Required: Conduct Second Reading and adoption of the Ordinance

- Exhibits:**
1. Proposed Ordinance
 2. Maps Showing Proposed Vacation Location and Site Plan

Budget: Not Applicable

Summary Statement:

On April 18, 2017, the City Council adopted Resolution R2017-732, beginning the process to consider vacation of the portion of 215th Avenue NE (as described by King County Survey NW -33-25-6) that runs across the property, as shown on the attached map. The right of way was originally set aside for a roundabout, but the final configuration of 215th Ave NE will be a through road and the right of way is no longer needed. The Sammamish Police Department and Eastside Fire & Rescue have reviewed the right of way vacation proposal and indicated no concerns. The power, telephone and cable utilities have also been notified of this right-of-way vacation proposal and have indicated no concerns. Based on all of these factors, the City staff recommends approval of the right-of-way vacation proposal.

Background:

The vacation of the right of way was a condition of the approval for the Morningside development. Appendix I of the 2016 Public Works Standards states as follows:

"If the petition has been signed by two-thirds of the adjacent property owners, the petition shall be forwarded to the City Council which, shall, by resolution, fix a time when the petition will be heard and determined by the City Council, or committees of the Council. The hearing shall be not more than 60 days nor less than 20 days after the date of adoption of the resolution."

A signed petition was submitted by the developer in compliance with these Standards. As a result, staff recommended that the City Council set a Public Hearing date of May 16, 2017, to receive input and consider this street vacation request. On April 18, 2017, City Council adopted Resolution R2017-732 to establish the date of the public hearing and begin the vacation process.

Financial Impact:

There is no financial impact to the City.

Recommended Motion:

Motion to adopt the ordinance granting the Street Vacation of a portion of 215th Avenue NE (as described by King County Survey NW -33-25-6).

**CITY OF SAMMAMISH
WASHINGTON
ORDINANCE NO. O2017-_____**

**AN ORDINANCE OF THE CITY OF SAMMAMISH,
WASHINGTON, VACATING A PORTION OF 215th
AVENUE NE**

WHEREAS, on April 18th, 2017, the Sammamish City Council unanimously adopted Resolution No. R2017-732, initiating vacation of the remaining known portions of 215th Avenue NE within the property located within the Morningside Estates Plat (described hereinafter); and

WHEREAS, on May 16th, 2017, a public hearing was held and public testimony taken regarding vacation of said unopened street right of way; and

WHEREAS, the Council finds there are sufficient grounds for the vacation of said portions of City right-of-way, that said portions of City right-of-way are not needed for any public purpose, and that vacation thereof would be in the public interest;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SAMMAMISH, WASHINGTON, DOES ORDAIN AS FOLLOWS:

Section 1. Street Vacation. The following described portions of City right-of-way are hereby vacated:

ALL THAT PORTION OF 215TH AVENUE NE AS DEDICATED BY STATNRON WOOD DIV. NO. 2, RECORDED IN BOLUME 92 OF PLATS, PAGE 86, UDER RECORDING NUMBER 6688446, RECORDS OF KING COUNTY, WASHINGTON, LYING EAST 27.00 FET AS MEASURED AT RIGHT ANGLES FROM THE CENTERLAIN OF SAID 215TH AVENUE NE AND THE NORTHERLY PROLOGATION THEREOF;

TOGETHER WITH THAT PEROTION OF SAID 215TH AVENUE NE LYING WEST OF THE WEST 27.00 FEET AS MEASURED AT RIGHT ANGLES FROM THE CENTERLINE OF SAID 215TH AVENUE NE AND THE NORTHERLY PROLONGATION THEREOF;

PARCEL NO. 796441-0040 AND ALSO THOSE PROPERTIES LOCATED AT 15 (PARCEL NO. 796441-0070) AND 20 (PARCEL NO. 796441-0060) AND 14 (PARCEL NO. 796441-0050) 215TH AVENUE NE AND AT 21418 (PARCEL NO. 796441-0080) EAST MAIN DRIVE;

ALL AS DEPICTED ON THE ATTACHED DRAWING LABELED ATTACHEMENTS B.

Section 2. Severability. Should any section, paragraph, sentence, clause or phrase of this Ordinance, or its application to any person or circumstance, be declared unconstitutional or otherwise invalid for any reason, or should any portion of this Ordinance be 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 3. Effective Date. This Ordinance shall be published in the official newspaper of the City, and shall take effect and be in full force five (5) days after the date of publication.

ADOPTED BY THE CITY COUNCIL AT A REGULAR MEETING THEREOF ON THE _____ DAY OF JUNE 2017.

CITY OF SAMMAMISH

Mayor Donald J. Gerend

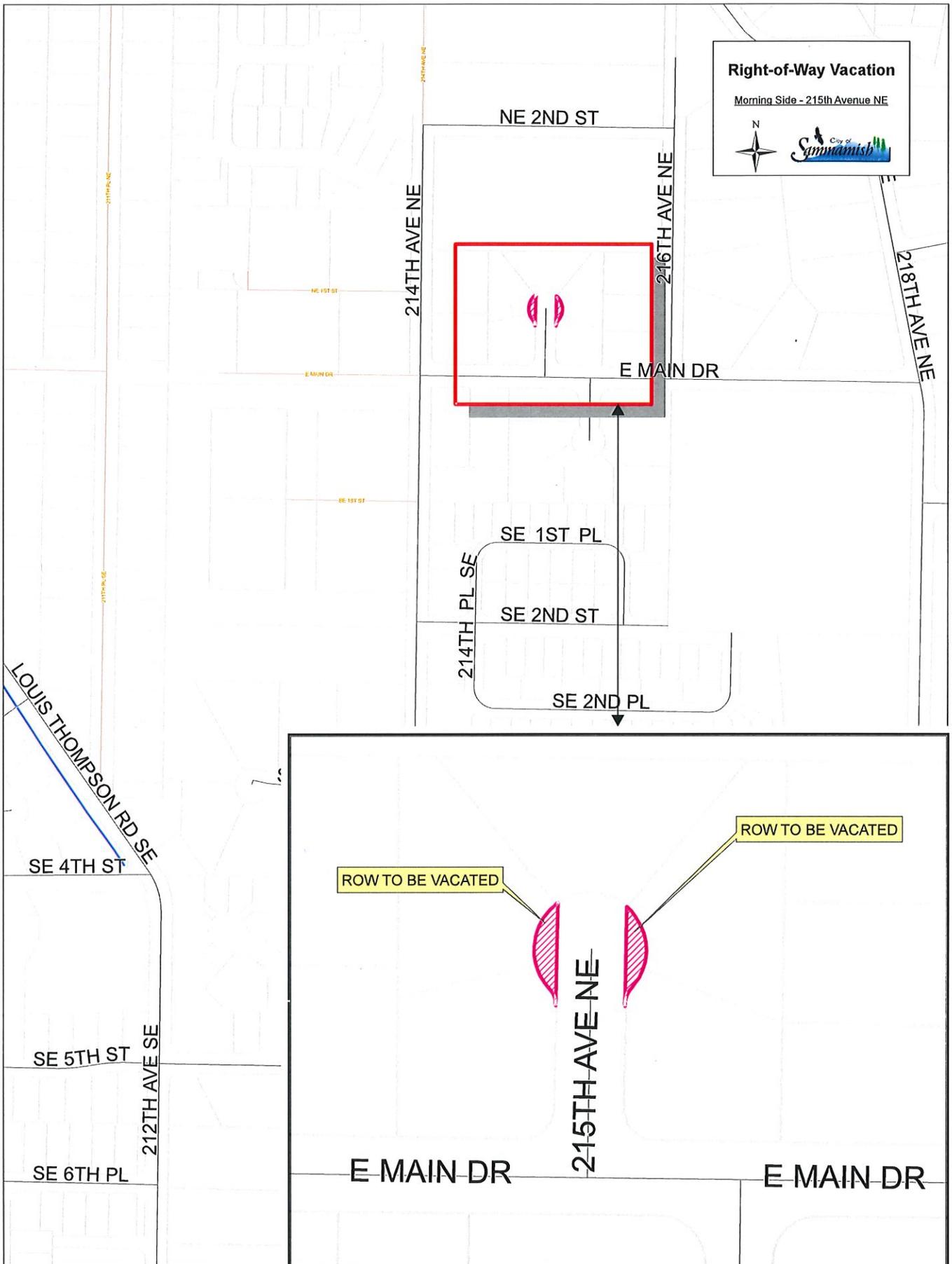
ATTEST/AUTHENTICATED:

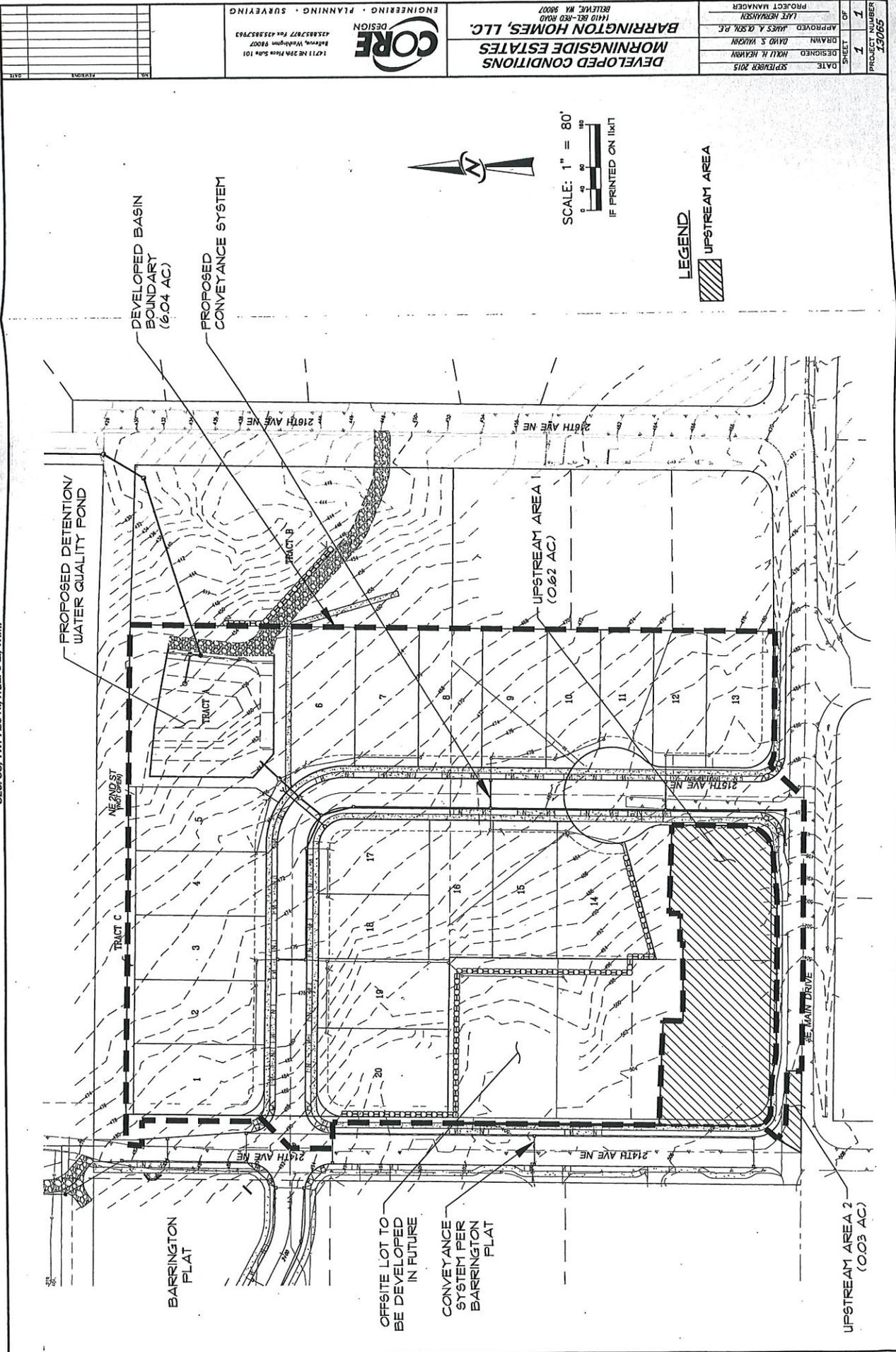
Melonie Anderson, City Clerk

Approved as to form:

Michael R. Kenyon, City Attorney

Filed with the City Clerk: May 11, 2017
Public Hearing: May 16, 2017
First Reading: May 16, 2017
Passed by the City Council:
Publication Date:
Effective Date:



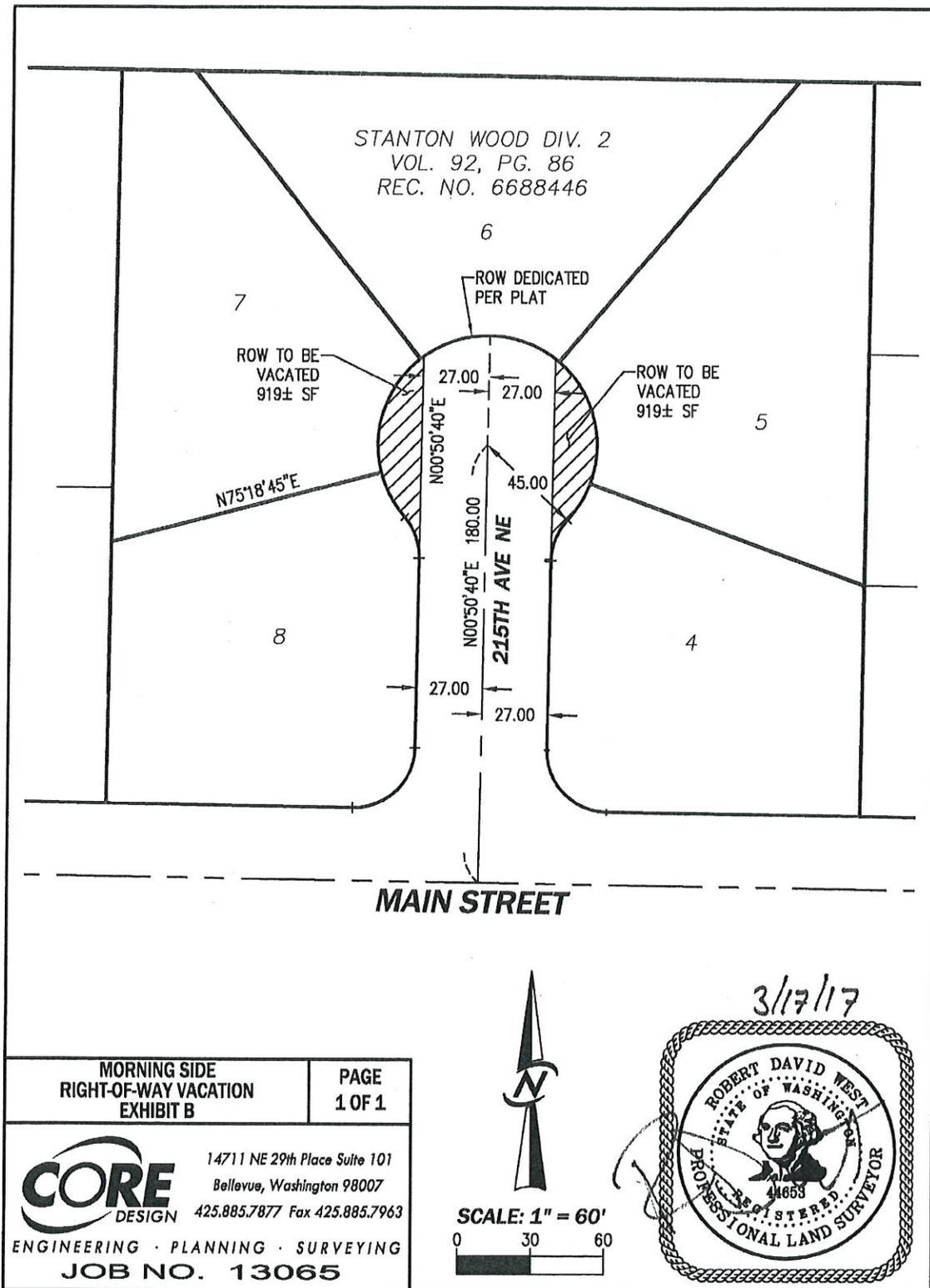


SEC. 33, TWP. 25 N., RGE. 6 E., W.M.

ENGINEERING • PLANNING • SURVEYING
CORE DESIGN
 14711 NE 25th Place, Suite 101
 Bellevue, Washington 98007
 425.852.8277 fax 425.852.7963

BARRINGTON HOMES, LLC.
 DEVELOPED CONDITIONS
 MORNINGSIDE ESTATES

DATE	SEPTEMBER 2015
DESIGNED	HOLLIE H. KEARNEY
DRAWN	DAVID S. WILSON
APPROVED	JAMES A. OLSEN, P.E.
PROJECT MANAGER	LAUREN HENNINGSEN
SHEET	1
OF	1
PROJECT NUMBER	13065



**CORE DESIGN, INC.
BELLEVUE WA 98007**

CORE PROJECT NO: 13065
03-17-2017

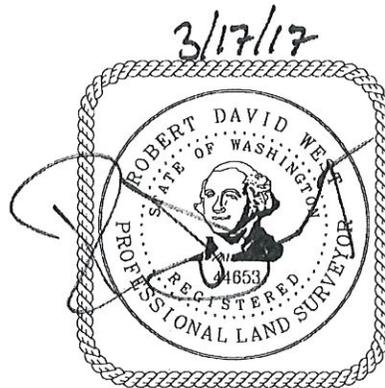
EXHIBIT "A"

LEGAL DESCRIPTION – RIGHT-OF-WAY VACATION

ALL THAT PORTION OF 215TH AVENUE NE AS DEDICATED BY STANTON WOOD DIV. NO. 2, RECORDED IN VOLUME 92 OF PLATS, PAGE 86, UNDER RECORDING NUMBER 6688446, RECORDS OF KING COUNTY, WASHINGTON, LYING EAST OF THE EAST 27.00 FEET AS MEASURED AT RIGHT ANGLES FROM THE CENTERLINE OF SAID 215TH AVENUE NE AND THE NORTHERLY PROLOGATION THEREOF;

TOGETHER WITH THAT PORTION OF SAID 215TH AVENUE NE LYING WEST OF THE WEST 27.00 FEET AS MEASURED AT RIGHT ANGLES FROM THE CENTERLINE OF SAID 215TH AVENUE NE AND THE NORTHERLY PROLOGATION THEREOF;

CONTAINS 1,838± SQUARE FEET (0.0422± ACRES)





Meeting Date: June 6, 2017

Date Submitted: 5/29/2017

Originating Department: Public Works

Clearances:

- | | | |
|---|--|--|
| <input type="checkbox"/> Attorney | <input type="checkbox"/> Community Development | <input type="checkbox"/> Public Safety |
| <input type="checkbox"/> Admin Services | <input type="checkbox"/> Finance & IT | <input checked="" type="checkbox"/> Public Works |
| <input type="checkbox"/> City Manager | <input type="checkbox"/> Parks & Recreation | |

Subject: 212th Avenue SE Non-Motorized Improvements

Action Required: Authorize the City Manager to award and execute a construction contract for the 212th Avenue SE Non-motorized Improvement Project.

Exhibits:

1. Vicinity Map
2. Bid Opening Results

Budget: \$652,159 for construction from the 2017-2018 Transportation Capital Improvement and Surface Water Capital Funds

Summary Statement:

Staff is seeking authorization to award and execute a contract with Trimaxx Construction Inc. for the 212th Avenue SE Non-Motorized Improvements project. Staff held a bid opening on May 25, 2017 and Trimaxx was found to be the lowest responsible bidder with a base bid of \$575,352.

This construction contract will improve 212th Avenue SE with sidewalk on the west side and widened shoulders for bicyclists on both sides of the road. The project limits are SE 24th Street north to the existing sidewalk at the Crossings at Pine Lake development, a distance of 650 feet.

Background:

Council authorized a design contract with David Evans and Associates, Inc. on May 5, 2015. The original scope sought to minimize wetland impacts and costs by limiting improvements to the west side of the road only. On February 10, 2015, Council directed staff to expand the scope of work to include a widened shoulder on the eastside for cyclists. Wetland impacts on both sides of the road require mitigation, including wetland creation and enhancements on-site and within adjacent private property along Pine Lake Creek.

On July 19, 2016, the City Council authorized the City Manager to award and execute a construction contract for the 212th Non-motorized Project. The bid authorization was granted in anticipation of receiving the necessary permit from the Army Corps of Engineers during the August 2016 City Council recess. The permit, however, was not issued within the expected time frame, and the resulting delay postponed the project beyond the approved work window permitted by the Washington Department of

Fish and Wildlife. The Army Corp of Engineers permit was received on September 1, 2016 allowing the project to proceed in 2017.

The 212th Non-Motorized Project is included in the 2017-2018 biennial budget. The design includes construction of pedestrian and bike accommodations immediately adjacent to wetlands along the road. This project fills a gap between previously constructed improvements. These include a gravel trail between SE 24th and SE 32nd Street to the south, and full half-street improvements with concrete sidewalk to the north along the Crossings at Pine Lake subdivision. This project eliminates the existing pedestrian gap and will expand the safe walking route for students of Creekside Elementary School. This project will also provide a widened shoulder for bicyclists on both sides of 212th Avenue SE.

The bid package included a base bid for the 212th Avenue improvements and an additive alternate bid to construct the nearby SE 24th Street Trail Improvements between 200th and 204th Avenue SE. Staff is not recommending awarding the additive alternate because the cost exceeded the project budget. The SE 24th Trail Improvements will be bid separately for fall construction in hopes of attracting more favorable bids.

Financial Impact:

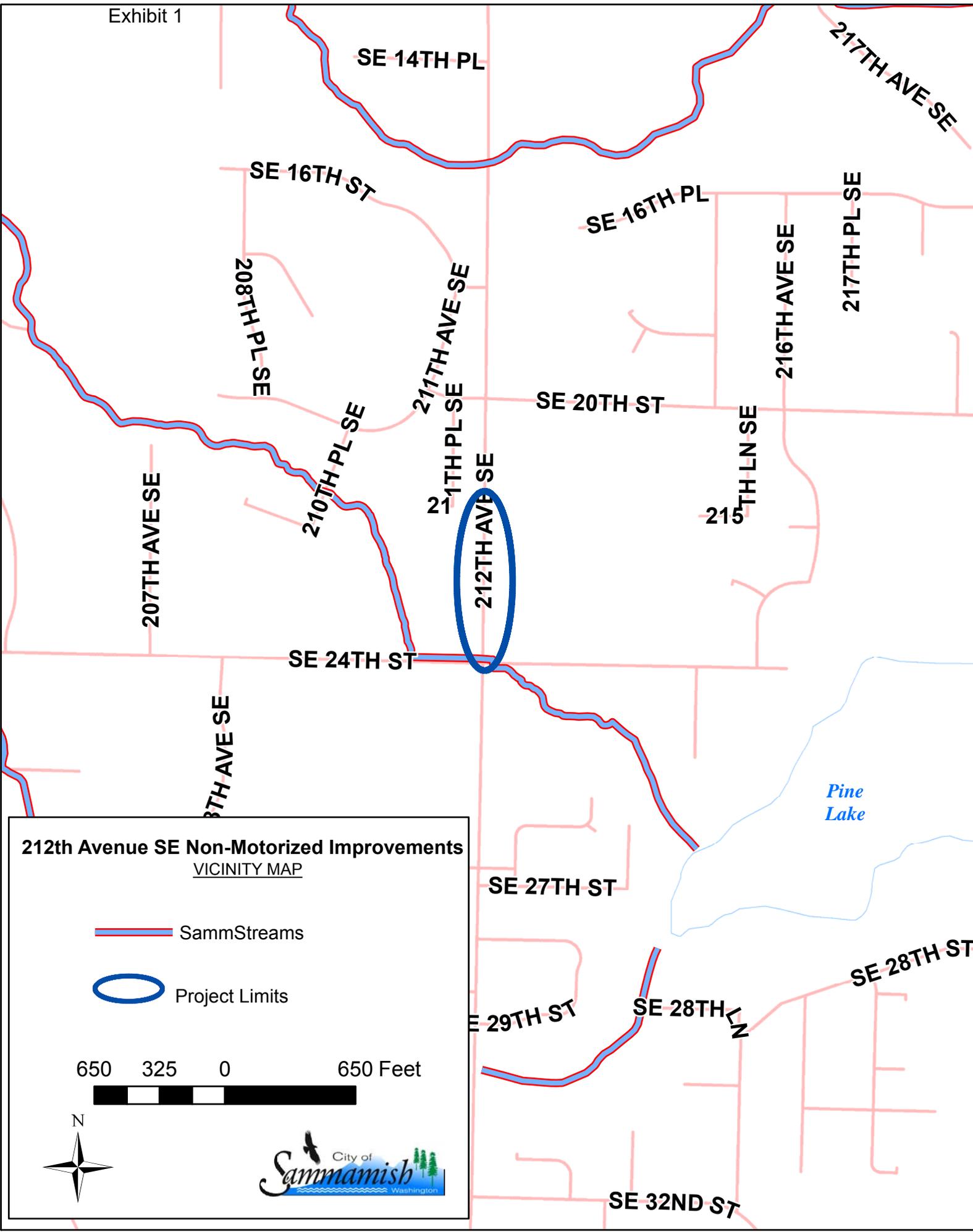
The 2017 Transportation Improvement Plan (TIP) and Surface Water Capital Funds include \$633,828 to cover the remaining costs of this project, which is sufficient to cover the construction contract. The requested construction contingency is \$60,000 and if needed will require use of TIP contingency funds. The 2017 TIP contingency is \$500,000 and \$20,000 is shown in the table below. An overview of the project budget and remaining construction costs is provided below.

2017-18 Project Funding:	
2017-18 Transportation CIP	\$557,828
2017-18 Transportation CIP Contingency	\$ 20,000
2017-18 Surface Water CIP	\$ 76,000
Total Project Funds:	\$653,828
2017 Project Costs:	
2017 Project Costs	\$592,159
Construction Contingency	\$60,000
Total Estimated Remaining Project Costs:	\$652,159

For reference, approximately \$175,000 was expended from 2014 to 2016 on this project and is not reflected in the financial information above.

Recommended Motion:

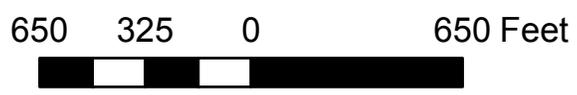
Move to authorize the City Manager to award and execute a construction contract with Trimaxx Construction Inc., for construction of the 212th Avenue SE Non-Motorized Improvement Project in the amount of \$575,352; and administer a 10% construction contingency in the amount of \$60,000, utilizing TIP contingency funds if needed.



212th Avenue SE Non-Motorized Improvements
VICINITY MAP

 SammStreams

 Project Limits





Bid Opening

**City of Sammamish Public Works Department
Available Funds to be Announced Prior to Bid Opening****

Project: 212th Ave SE Non-Motorized Improvements with Bid Alternate

Bid Date & Time: May 25, 2017, 2:00 pm

Signed Proposal
 Bid Security Form
 Acknowledge Addendum 1 & 2
 Bidder Information and Signature
 Non-Collusion and Debarment Affidavit
 Minimum Wage Affidavit
 Statement of Bidder's Qualifications*
 Responsible Bidder Criteria*

Bidder											Base Bid	Alternate A1	Total Bid Price
1	Dungeness Construction, Corp	X	X	X	X	X	X				\$594,986.00	\$203,763.00	\$798,749.00
2	Trimaxx Construction	X	X	X	X	X	X	X	X		\$575,397.00	\$141,365.00	\$716,762.00
3	Kamins Construction	X	X	X	X	X	X	X	X		\$586,190.33	\$167,723.24	\$753,913.57
4	A-1 Landscaping and Construction	X	X	X	X	X	X	X	X		\$790,867.00	\$230,516.00	\$1,021,383.00
5													
6													
7													
8													
9													
10													

*The two lowest bidders shall submit these forms within 48-hours after the bid opening.

Apparent Low Bidder: Trimaxx Construction

**Available Funds:

Engineer's Estimate: \$530,000



Meeting Date: June 6, 2017

Date Submitted: May 31, 2017

Originating Department: Public Works

Clearances:

- | | | |
|--|---|--|
| <input type="checkbox"/> Attorney | <input type="checkbox"/> Community Development | <input type="checkbox"/> Parks & Recreation |
| <input type="checkbox"/> Admin Services | <input type="checkbox"/> Eastside Fire and Rescue | <input type="checkbox"/> Police |
| <input checked="" type="checkbox"/> City Manager | <input type="checkbox"/> Finance & IT | <input checked="" type="checkbox"/> Public Works |

Subject: Approval of the 2017 Pavement Program – Overlays - Construction

Action Required: Authorize the City Manager to award and execute a contract with *Watson Asphalt Paving Co., Inc.*, for construction of the 2017 Pavement Program – Overlays in an amount of \$2,257,846.50 and to administer a construction contingency in the amount of \$225,700.

Exhibits:

1. 2017 Pavement Program - Overlays Vicinity Map
2. 2017 Pavement Program - Overlays Bid Summary

Budget: 2017 Street Fund Adopted Budget Line Item 101-000-542-30-48-51:
\$3,500,000.00

Summary Statement:

The Public Works Department recommends that the City Council authorize the City Manager to award and execute a contract with the lowest responsible bidder, *Watson Asphalt Paving Co., Inc.*, for construction of the 2017 Pavement Program - Overlay in an amount of \$2,257,846.50. Bids were opened on May 11th, 2017. Two bids were submitted.

Background:

This project provides pavement rehabilitation through Hot Mix Asphalt (HMA) overlays and localized pavement patching. The project overlays approximately fourteen (14) lane miles of roadways in eight (8) different neighborhoods throughout the City as shown on the attached map.

The streets that were chosen to be overlaid were selected based on pavement condition records through the City's on-going computerized pavement management program, which takes into account maintenance history, age of the streets, condition of the pavement and visual inspection. The average rating of the roadways to be rehabilitated is approximately 60 out of possible 100. The goal for the City is to have our entire roadway average rating above 85. The City also considers roads that may be conflicted with other utility/development projects.

Financial Impact:

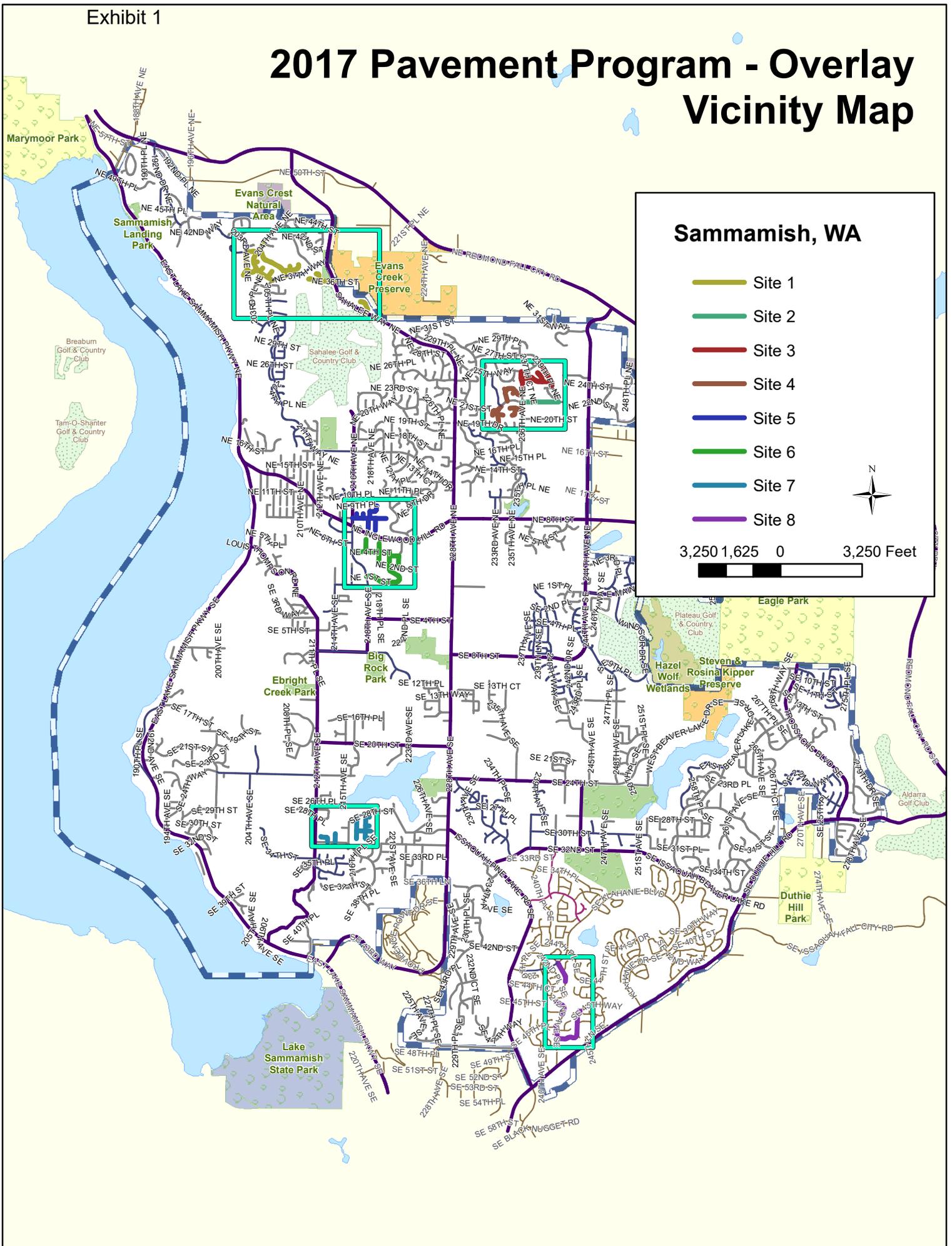
This work is funded through the 2017 Roadway Fund and it is within budget.

Account No.: 101-000-542-30-48-51	\$3,500,000.00
2017 Curb Ramp Retrofit and Sidewalk Repairs	(\$669,265.23)
2017 Curb Ramp Retrofit and Sidewalk Repairs Contingency (~10%)	(\$66,900.00)
2017 Pavement Program – Overlays	(2,257,846.50)
2017 Pavement Program – Overlays Contingency (~10%)	(225,700.00)
Balance Remaining	\$280,288.27

Recommended Motion:

Move to authorize the City Manager to award and execute a contract with *Watson Asphalt Paving Co., Inc.* for the construction of the 2017 Pavement Program - Overlays in the amount of \$2,257,846.50 and to administer a construction contingency in the amount of \$225,700.

2017 Pavement Program - Overlay Vicinity Map



Sammamish, WA

- Site 1
- Site 2
- Site 3
- Site 4
- Site 5
- Site 6
- Site 7
- Site 8

3,250 1,625 0 3,250 Feet



		Bid Opening										
		City of Sammamish Public Works Department										
		Project: 2017 Pavement Program - Overlays										
		Bid Date & Time: May 11th, 2017, 2:00 pm										
		<div style="display: flex; justify-content: space-between;"> <div style="writing-mode: vertical-rl; transform: rotate(180deg);">Signed Proposal</div> <div style="writing-mode: vertical-rl; transform: rotate(180deg);">Schedule of Prices (Addendum No. 1)</div> <div style="writing-mode: vertical-rl; transform: rotate(180deg);">Bid Security Form</div> <div style="writing-mode: vertical-rl; transform: rotate(180deg);">Acknowledgement of Receipt of Addenda</div> <div style="writing-mode: vertical-rl; transform: rotate(180deg);">Bidder Information and Signature</div> <div style="writing-mode: vertical-rl; transform: rotate(180deg);">Non-Collusion and Debarment Affidavit</div> <div style="writing-mode: vertical-rl; transform: rotate(180deg);">¹List of Subcontractors</div> <div style="writing-mode: vertical-rl; transform: rotate(180deg);">²Statement of Bidder's Qualifications</div> <div style="writing-mode: vertical-rl; transform: rotate(180deg);">²Responsible Bidder Criteria</div> </div>										
Bidder												Total Bid Price
1	Watson Asphalt Paving	x	x	x	x	x	x	x	x	x	x	\$2,257,846.50
2	Lakeside Industries	x	x	x	x	x	x	x	x	x	x	\$2,674,713.00
3												
4												
5												
6												
7												
8												
9												
10												
Engineer's Estimate: \$2,320,000												

¹Form must be submitted within one hour after published bid submittal time.

²Form must be submitted within 48 hours after the published bid submittal time.

budget:



Meeting Date: June 6, 2017

Date Submitted: May 31, 2017

Originating Department: Public Works

Clearances:

- | | | |
|--|---|--|
| <input type="checkbox"/> Attorney | <input type="checkbox"/> Community Development | <input type="checkbox"/> Parks & Recreation |
| <input type="checkbox"/> Admin Services | <input type="checkbox"/> Eastside Fire and Rescue | <input type="checkbox"/> Police |
| <input checked="" type="checkbox"/> City Manager | <input type="checkbox"/> Finance & IT | <input checked="" type="checkbox"/> Public Works |

Subject: Approval of 2017 Pavement Program - Construction Management Services Contract

Action Required: Authorize the City Manager to award and execute a contract with *KBA, Inc.* for the construction management services for the 2017 Pavement Program - Overlays Project, in an amount of \$202,900.00 and to administer a management reserve in the amount of \$20,000.00

Exhibits: 1. Agreement for Services Contract and Contract Scope of Work

Budget: 2017 Street Fund Adopted Budget Line Item 101-000-542-30-48-51:
\$3,500,000.00

Summary Statement:

The Public Works Department recommends that the City Council authorize the City Manager to award and execute a professional services contract with *KBA, Inc.* to provide construction inspection and management services for the 2017 Pavement Program Overlays project, the 2017 Curb Ramp Retrofit and Sidewalk Repair project, and the Inglewood Hill Overlay project.

Background:

The Public Works Department recommends that *KBA, Inc.* provide for the construction inspection and management services of the 2017 Pavement Program Overlays project, the 2017 Curb Ramp Retrofit and Sidewalk Repair project, and the Inglewood Hill Road Overlay project. *KBA* will provide overall day-to-day management of the contractors, subcontractors and their team including but not limited to documenting daily construction activities, managing field and paving quantities, ensuring ADA compliance, observing and monitoring traffic flows, and tracking and immediately dealing with conflicts in the field as they arise.

Using *KBA, Inc.* will allow the Public Works staff to work on other capital improvement projects under current design and prepare those items for bidding and construction. The requested contract will be paid on the actual hours worked by *KBA* Staff. The management reserve is requested to be available for overtime and possible night time work.

Financial Impact:

This work is funded through the 2017 Roadway Fund and it is within budget.

Account No.: 101-000-542-30-48-51	\$3,500,000.00
2017 Curb Ramp Retrofit and Sidewalk Repairs	(\$669,265.23)
2017 Curb Ramp Retrofit and Sidewalk Repairs Contingency (~10%)	(\$66,900.00)
2017 Pavement Program – Construction Management Services	(202,900.00)
2017 Pavement Program – Construction Management Services Contingency (~10%)	(20,000.00)
Balance Remaining	\$2,540,934.77

Recommended Motion:

Move to authorize the City Manager to execute a professional services contract with *KBA, Inc.* in an amount not to exceed \$202,900.00 for the construction management services of 2017 Pavement Program - Construction Management Services and to administer a management reserve in the amount of \$20,000.00.

Exhibit 1

**CITY OF SAMMAMISH
AGREEMENT FOR SERVICES**

Consultant: **KBA, Inc.**

This Agreement is entered into by and between the City of Sammamish, Washington, a municipal corporation, hereinafter referred to as the "City," and KBA, Inc. hereinafter referred to as the "Consultant."

WHEREAS, the City desires to have certain services performed for its citizens; and

WHEREAS, the City has selected the Consultant to perform such services pursuant to certain terms and conditions;

NOW, THEREFORE, in consideration of the mutual benefits and conditions set forth below, the parties hereto agree as follows:

1. **Scope of Services to be Performed by Consultant.** The Consultant shall perform those services described in Exhibit "A" of this agreement. In performing such services, the Consultant shall comply with all federal, state, and local laws and regulations applicable to the performance of such services. The Consultant shall perform services diligently and completely and in accordance with professional standards of conduct and performance.

2. **Compensation and Method of Payment.** The Consultant shall submit invoices for work performed using the form set forth in Exhibit "B".

The City shall pay Consultant:

[Check applicable method of payment]

According to the rates set forth in Exhibit "D"

A sum not to exceed \$202,900.00

Other (describe): _____

The Consultant shall complete and return to the City Exhibit "C," Taxpayer Identification Number, prior to or along with the first invoice submittal. The City shall pay the Consultant for services rendered within ten days after City Council approval.

3. **Duration of Agreement.** This Agreement shall be in full force and effect for a period commencing upon execution and ending **November 2017**, unless sooner terminated under the provisions of the Agreement. Time is of the essence of this Agreement in each and all of its provisions in which performance is required.

4. **Ownership and Use of Documents.** Any records, files, documents, drawings, specifications, data or information, regardless of form or format, and all other materials produced by the Consultant in connection with the services provided to the City, shall be the property of the City whether the project for which they were created is executed or not

5. **Independent Contractor.** The Consultant and the City agree that the Consultant is an independent contractor with respect to the services provided pursuant to this Agreement. The Consultant will solely be responsible for its acts and for the acts of its agents, employees, subconsultants, or representatives during the performance of this Agreement. Nothing in this Agreement shall be considered to create the relationship of employer and employee between the parties hereto.

6. **Indemnification.** The Consultant shall defend, indemnify and hold the City, its officers, officials, employees and volunteers harmless from any and all claims, injuries, damages, losses or suits including attorney fees, arising out of or resulting from the negligent acts, errors or omissions of the Consultant, in performance of this Agreement, except for injuries and damage caused by the sole negligence of the City. It is further specifically and expressly understood that the indemnification provided herein constitutes the Consultant's waiver of immunity under Industrial Insurance, Title 51 RCW, solely for the purposes of this indemnification. This waiver has been

Exhibit 1

mutually negotiated by the parties. The provisions of this section shall survive the expiration or termination of this Agreement.

Furthermore, should subcontracting be agreed to by the parties, the Contractor shall cause each and every Subcontractor to provide insurance coverage that complies with all applicable requirements of the Contractor-provided insurance as set forth herein, except the Contractor shall have sole responsibility for determining the limits of coverage required to be obtained by Subcontractors. The Contractor shall ensure that the City is an additional insured on each and every Subcontractor's Commercial General liability insurance policy using an endorsement at least as broad as the Insurance Services Office Additional Insured endorsement CG 20 38 04 13.

7. **Insurance.**

A. The Consultant shall procure and maintain for the duration of the Agreement, insurance against claims for injuries to persons or damage to property which may arise from or in connection with the performance of the work hereunder by the Consultant, its agents, representatives, or employees.

B. Should a court of competent jurisdiction determine that this Agreement is subject to RCW 4.24.115, then, in the event of liability for damages arising out of such services, or bodily injury to persons or damages to property, caused by or resulting from the concurrent negligence of the Consultant and the City, its officers, officials, employees, and volunteers, the Consultant's liability hereunder shall be only to the extent of the Consultant's negligence.

Minimum Scope of Insurance

Consultant shall obtain insurance of the types described below:

1. Automobile Liability insurance covering all owned, non-owned, hired and leased vehicles. Coverage shall be written on Insurance Services Office (ISO) form CA 00 01 or a substitute form providing equivalent liability coverage. If necessary, the policy shall be endorsed to provide contractual liability coverage.
2. Commercial General Liability insurance shall be written on ISO occurrence form CG 00 01 and shall cover liability arising from premises, operations, independent contractors and personal injury and advertising injury. The City shall be named as an additional insured under the Contractor's Commercial General Liability insurance policy with respect to the work performed for the City.
3. Workers' Compensation coverage as required by the Industrial Insurance laws of the State of Washington.
4. Professional Liability insurance appropriate to the Consultant's profession.

Minimum Amounts of Insurance

Consultant shall maintain the following insurance limits:

1. Automobile Liability insurance with a minimum combined single limit for bodily injury and property damage of \$1,000,000 per accident.
2. Commercial General Liability insurance shall be written with limits no less than \$1,000,000 each occurrence, \$2,000,000 general aggregate.
3. Professional Liability insurance shall be written with limits no less than \$1,000,000 per claim and \$1,000,000 policy aggregate limit.

Other Insurance Provisions

The insurance policies are to contain, or be endorsed to contain, the following provisions for Automobile Liability, Professional Liability and Commercial General Liability insurance:

1. The Consultant's insurance shall not be cancelled by either party except after thirty (30) days prior written notice has been given to the City

Exhibit 1

Verification of Coverage

Consultant shall furnish the City with original certificates and a copy of the amendatory endorsements, including but not necessarily limited to the additional insured endorsement, evidencing the insurance requirements of the Consultant before commencement of the work.

8. Record Keeping and Reporting.

A. The Consultant shall maintain accounts and records, including personnel, property, financial, and programmatic records, which sufficiently and properly reflect all direct and indirect costs of any nature expended and services performed pursuant to this Agreement. The Consultant shall also maintain such other records as may be deemed necessary by the City to ensure proper accounting of all funds contributed by the City to the performance of this Agreement.

B. The foregoing records shall be maintained for a period of seven years after termination of this Agreement unless permission to destroy them is granted by the Office of the Archivist in accordance with RCW Chapter 40.14 and by the City.

9. Audits and Inspections. The records and documents with respect to all matters covered by this Agreement shall be subject at all times to inspection, review, or audit by the City during the performance of this Agreement.

10. Termination.

A. This City reserves the right to terminate or suspend this Agreement at any time, with or without cause, upon seven days prior written notice. In the event of termination or suspension, all finished or unfinished documents, data, studies, worksheets, models, reports or other materials prepared by the Consultant pursuant to this Agreement shall promptly be submitted to the City

B. In the event this Agreement is terminated or suspended, the Consultant shall be entitled to payment for all services performed and reimbursable expenses incurred to the date of termination.

C. This Agreement may be cancelled immediately if the Consultant's insurance coverage is canceled for any reason, or if the Consultant is unable to perform the services called for by this Agreement.

D. The Consultant reserves the right to terminate this Agreement with not less than fourteen days written notice, or in the event that outstanding invoices are not paid within sixty days.

E. This provision shall not prevent the City from seeking any legal remedies it may otherwise have for the violation or nonperformance of any provisions of this Agreement.

11. Discrimination Prohibited. The Consultant shall not discriminate against any employee, applicant for employment, or any person seeking the services of the Consultant under this Agreement, on the basis of race, color, religion, creed, sex, age, national origin, marital status, or presence of any sensory, mental, or physical handicap.

12. Assignment and Subcontract. The Consultant shall not assign or subcontract any portion of the services contemplated by this Agreement without the prior written consent of the City.

13. Conflict of Interest. The City insists on the highest level of professional ethics from its consultants. Consultant warrants that it has performed a due diligence conflicts check, and that there are no professional conflicts with the City. Consultant warrants that none of its officers, agents or employees is now working on a project for any entity engaged in litigation with the City. Consultant will not disclose any information obtained through the course of their work for the City to any third party, without written consent of the "City". It is the Consultant's duty and obligation to constantly update its due diligence with respect to conflicts, and not the City's obligation to inquire as to potential conflicts. This provision shall survive termination of this Agreement.

14. Confidentiality. All information regarding the City obtained by the Consultant in performance of this Agreement shall be considered confidential. Breach of confidentiality by the Consultant shall be grounds for immediate termination.

Exhibit 1

15. **Non-appropriation of funds.** If sufficient funds are not appropriated or allocated for payment under this Agreement for any future fiscal period, the City will so notify the Consultant and shall not be obligated to make payments for services or amounts incurred after the end of the current fiscal period. This Agreement will terminate upon the completion of all remaining services for which funds are allocated. No penalty or expense shall accrue to the City in the event that the terms of the provision are effectuated.

16. **Entire Agreement.** This Agreement contains the entire agreement between the parties, and no other agreements, oral or otherwise, regarding the subject matter of this Agreement shall be deemed to exist or bind either of the parties. Either party may request changes to the Agreement. Changes which are mutually agreed upon shall be incorporated by written amendments to this Agreement.

17. **Notices.** Notices to the City of Sammamish shall be sent to the following address:

City of Sammamish
801 228th Avenue SE
Sammamish, WA 98075
Phone number: (425) 295-0500

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

Company Name KBA, Inc.
Contact Name Deborah Ottum, Contracts Manager
Street Address 11201 SE 8th Street, Suite 160
City, State Zip Bellevue, WA 98004
Phone Number 425-455-9720 x120
Email dottum@kbacm.com

18. **Applicable Law; Venue; Attorneys' Fees.** This Agreement shall be governed by and construed in accordance with the laws of the State of Washington. In the event any suit, arbitration, or other proceeding is instituted to enforce any term of this Agreement, the parties specifically understand and agree that venue shall be exclusively in King County, Washington. The prevailing party in any such action shall be entitled to its attorneys' fees and costs of suit, which shall be fixed by the judge hearing the case and such fee, shall be included in the judgment.

The Contractor will be required to obtain a City of Sammamish business license prior to performing any services and maintain the business license in good standing throughout the term of its agreement with the City. A city business license application can be found at: <http://www.bls.dor.wa.gov/cities/sammamish.aspx>."

19. **Severability.** Any provision or part of this Agreement held to be void or unenforceable under any law or regulation shall be deemed stricken and all remaining provisions shall continue to be valid and binding upon the City and the Consultant, who agree that the Agreement shall be reformed to replace such stricken provision or part with a valid and enforceable provision that comes as close as reasonably possible to expressing the intent of the stricken provision.

CITY OF SAMMAMISH, WASHINGTON

CONSULTANT

By: _____

By: Roger Smith

Print Name: _____

Print Name: ROGER SMITH

Title: City Manager

Title: PRINCIPAL

Date: _____

Date: 5-31-2017

Attest/Authenticated: _____

Approved As To Form: _____

City Clerk

City Attorney

EXHIBIT A
SCOPE OF SERVICES
Construction Management Services
for
2017 Pavement Program Overlays Project

KBA, Inc. (Consultant) will provide Construction Management (CM) services to City of Sammamish (Client), for the Project known as ***2017 Pavement Program Overlays Project***. These services will include consultation, contract administration, observation of field work, documentation, ADA ramp inspections, and progress payment assistance, as required during the construction of the Project, as detailed below.

Project Description: This project consists of repairing existing asphalt pavement roadway within the City of Sammamish. These improvements are to be constructed during the 2017 construction season. This work includes removal of sidewalk and other obstructions, planning bituminous pavement, crack sealing, pavement repair, sidewalk and ADA ramp construction, striping, adjusting utilities and paving of City owned streets and facilities. The Designer of Record is the City of Sammamish (Designer).

I. CONSTRUCTION MANAGEMENT SERVICES

A. Consultant Contract and Team Management. Provide overall day-to-day management of the consultant contract and team, including:

1. Decide on best modes and frequency of communication with Client. Liaison and coordinate with Client on a regular basis to discuss Project issues and status.
2. Manage Consultant Team, comprised of Consultant's staff. Organize and layout work for Consultant Team. Orient Client-provided Inspectors to Consultant inspection procedures and documentation. Coordinate material testing and inspection with consultant hired by City.
3. Review monthly expenditures and Consultant Team scope activities. Prepare and submit to Client monthly, an invoice and progress report describing Consultant Team services provided that month. Prepare and submit reporting required by funding source(s), including FHWA funding, if any.

Deliverable

- Monthly invoice and progress report

B. Preconstruction Services

1. Review Contract Documents to familiarize team with Project requirements.
2. Project forms and reports will be submitted on approved project forms and will cover at least the following:
 - a. Communication and coordination between the CM Team, Designer, Client and other stakeholders
 - b. Project procedures and forms
 - c. Inspector's Daily Reports (IDR) and Force Account forms (WSDOT forms)
 - d. Document control system
3. Organize and lead preconstruction conference:
 - a. Prepare and distribute notices
 - b. Prepare agenda
 - c. Conduct the meeting
 - d. Prepare and distribute meeting notes to attendees and affected agencies

Deliverables

Exhibit 1

- Preconstruction Conference Notice, Agenda, and Notes
- Preconstruction photos, digital files on electronic storage medium

C. Construction Phase Services – Contract Administration

1. Liaison with the Client, construction contractor, Designer, appropriate agencies, property owners, and utilities.
2. Schedule Review:
 - a. Review construction contractor's schedules for compliance with Contract Documents.
 - b. Monitor the construction contractor's conformance to schedule and require revised schedules when needed. Advise Client of schedule changes.
3. Progress Meetings. Lead regular (usually weekly) progress meetings with the construction contractor, including Client pre-briefing. Prepare weekly meeting agenda and meeting notes, and distribute copies to attendees. Track outstanding project issues on a weekly basis.
4. Change Management. Evaluate entitlement, and prepare scope, impact, and independent estimate for change orders. Facilitate resolution of change orders.
5. Monthly Pay Requests. Prepare monthly requests for payment and/or review payment requests submitted by the construction contractor. Review with Client and construction contractor, and recommend approval, as appropriate.
6. Evaluate construction contractor's Schedule of Values for lump sum items. Review the Contract Price allocations and verify that such allocations are made in accordance with the requirements of the Contract Documents.
7. Assist the Client in the investigation of malfunctions or failures during construction.
8. Record of Materials. Provide Record of Materials indicating anticipated material approvals, material compliance documentation, and materials testing requirements. Maintain records of material compliance documentation received and advise of any known deficiencies.
9. Manage RFI (Request for Information) process. Track and review/evaluate, or cause to be reviewed/evaluated by other appropriate party, RFIs. Manage responses to RFIs.
10. Prevailing Wage Monitoring:
 - a. Monitor Payroll Compliance. Review Statements of Intent to Pay Prevailing Wage against the Contract Document requirements. Collect, record, and check weekly certified payrolls and conduct on-site wage interviews, both at a frequency documented in the CM Plan.
11. Document Control. Assist Client to establish and maintain document filing and tracking systems, following Client guidelines and meeting funding agency requirements. Collect, organize, and prepare documentation on the Project.
 - a. One hard copy of files will be kept in the Project field office.
 - b. Electronic documentation will be stored in a Project Website using SharePoint software, managed and hosted by the Consultant. The Client will be provided with up to 1 license for City Project Manager's use of the SharePoint website during the Project. Consultant will provide one training session for Client user of the SharePoint system.
12. Project Closeout. Assist Client with recommendation authorizing Substantial (including punch list), Physical, and Final Completion for Client approval and signature. Assist Client to prepare final pay estimate for Client approval and processing.
13. Final Records. Compile and convey Project records, transferring to the Client for archiving at final acceptance of the Project. Records will consist of hard copy originals.

Exhibit 1

Deliverables

- Schedule Review Comments
- Meeting Agendas and Notes
- Submittal Log
- Record of Materials
- RFI Log
- Change Order(s)
- Progress Pay Documents
- Certificates of Completion
- Final records – hard copy

D. Construction Phase Services – Field

1. Observe the technical conduct of the construction, including providing day-to-day contact with the construction contractor, Client, utilities, and other stakeholders, and monitor for adherence to the Contract Documents. The Consultant's personnel will act in accordance with Sections 1-05.1 and 1-05.2 of the Standard Specifications.
2. Observe material, workmanship, and construction areas for compliance with the Contract Documents and applicable codes, and notify construction contractor of noncompliance. Advise the Client of any non-conforming work observed during site visits.
3. Prepare daily construction reports, recording the construction contractor's operations as actually observed by the Consultant; includes quantities of work placed that day, contractor's equipment and crews, and other pertinent information.
4. Interpret Contract Documents, in coordination with Designer.
5. Evaluate issues and respond to questions which may arise as to the quality and acceptability of material furnished, work performed, and rate of progress of work performed by the construction contractor.
6. Establish communications with adjacent property owners. Respond to questions from property owners and the general public and provide Client Project Manager with contact information for the resident with a summary of concerns.
7. Prepare field records and documents to help assure the Project is administered in accordance with funding agency requirements.
8. Prepare Maximum Extent Feasible (MEF) letters for non-conforming ADA ramps, for City signatures and submittal.
9. Attend and actively participate in regular on-site meetings.
10. Take periodic digital photographs during the course of construction. Photographs to be labeled and organized.
11. Punch List. Upon substantial completion of work, coordinate with the Client and affected agencies, to prepare a 'punch list' of items to be completed or corrected. Coordinate final inspection with those agencies.

Deliverables

- Daily Construction Reports with Project photos – submitted on a weekly basis
- MEF Letters
- Punch List(s)

E. Assumptions

1. Budget:
 - a. Staffing levels are anticipated in accordance with the attached budget estimate. Consultant services are budgeted for an approximate 6-month period, from June 7, 2017 through November 2017. Overtime has not been figured into the budget.
 - b. Consultant will work up to the limitations of the authorized budget. If additional budget is needed to cover such instances as the following, Client and Consultant will negotiate a supplement to this Agreement:
 - i. The contractor's schedule requires inspection coverage of extra crews and shifts.
 - ii. The construction contract runs longer than the time period detailed above.
 - iii. Any added scope tasks.
 - iv. The work is anticipated to be performed during daytime hours. Should night work be necessary, a 15 percent premium for labor will be applied to all night shift hours worked by Consultant's employees.
 - c. The budget allocations shown on Exhibit A are itemized to aid in Project tracking purposes only. The budget may be transferred between tasks or people, or between labor and expenses, provided the total contracted amount is not exceeded without prior authorization.
 - d. The budget assumes that Consultant's standard forms, logs, and processes will be used on the Project SharePoint site. Any customization to meet specialized Client requirements will be Extra Work.
2. Items and Services Client will provide:
 - a. Meeting arrangements and facilities for preconstruction and progress meetings.
 - b. Retain Engineer of Record for shop drawing review, RFIs, design changes, and final record drawings.
 - c. Coordination with and enforcement of utility franchise agreements and/or contracts and schedules for services related to this Project.
 - d. Verify that the required permits, bonds, and insurance have been obtained and submitted by the construction contractor. Obtain all permits not required to be provided by construction contractor.
 - e. Construction Survey. Provide project control survey and staking that is not already assigned to the construction contractor.
3. Scope:
 - a. The SharePoint tool being used on this Project is proprietary to the Consultant (KBA, Inc.), and may not be used by any other party or on any other project without the written permission and involvement of KBA, Inc.
 - b. Consultant will provide observation services for the days/hours that its' Inspector(s) personnel is/are on-site. The Inspector(s) will not be able to observe or report construction activities, or collect documentation, during the time they are not on-site.
 - c. The Consultant's monitoring of the construction contractor's activities is to ascertain whether or not they are performing the work in accordance with the Contract Documents; in case of noncompliance, Consultant will reject non-conforming work and pursue the other remedies in the interests of the Client, as detailed in the Contract Documents. The Consultant cannot guarantee the construction contractor's performance, and it is understood that Consultant shall assume no responsibility for proper construction means, methods, techniques, Project site safety, safety precautions or programs, or for the failure of any other entity to perform its work in accordance with laws, contracts, regulations, or Client's expectations.

Exhibit 1

- d. Definitions and Roles. The use of the term “inspect” in relation to Consultant services is synonymous with “construction observation, and reference to the “Inspector” role is synonymous with “Field Representative,” and means: performing on-site observations of the progress and quality of the Work and determining, in general, if the Work is being performed in conformance with the Contract Documents; and notifying the Client if Work does not conform to the Contract Documents or requires special inspection or testing. Where “Specialty Inspector” or “specialty inspection” is used, it refers to inspection by a Building Official or independent agent of the Building Official, or other licensed/certified inspector who provides a certified inspection report in accordance with an established standard.
- e. Because of the prior use of the Project site, there is a possibility of the presence of toxic or hazardous materials. Consultant shall have no responsibility for the discovery, presence, handling, removal or disposal of toxic or hazardous materials, or for exposure of persons to toxic or hazardous materials in any form at the Project site, including but not limited to asbestos, asbestos products, polychlorinated biphenyl (PCB), or other toxic substances. If the Consultant suspects the presence of hazardous materials, they will notify the Client immediately for resolution.
- f. Review of Shop Drawings, samples, and other submittals will be for general conformance with the design concept and general compliance with the requirements of the contract for construction. Such review will not relieve the Contractor from its responsibility for performance in accordance with the contract for construction, nor is such review a guarantee that the work covered by the shop drawings, samples and submittals is free of errors, inconsistencies or omissions.
- g. Any opinions of probable construction cost provided by the Consultant will be on the basis of experience and professional judgment. However, since Consultant has no control over competitive bidding or market conditions, the Consultant cannot and does not warrant that bids or ultimate construction costs will not vary from these opinions of probable construction costs.
- h. Quantity takeoffs and calculated quantities are for the purpose of comparing with Designer’s and/or bidders’ quantities, and are not a guarantee of final quantities.
- i. Development of construction schedules and/or sequencing, and/or reviewing and commenting on contractor’s schedules, is for the purpose of estimating number of days to complete a project, and for identifying potential schedule and coordination challenges and determining compliance with the construction contract. It is not a guarantee that a construction contractor will complete the Project in that sequence or timeline, as means and methods are the responsibility of the construction contractor.
- j. Consultant is not responsible for any costs, claims or judgments arising from or in any way connected with errors, omissions, conflicts or ambiguities in the Contract Documents prepared by others. The Consultant does not have responsibility for the professional quality or technical adequacy or accuracy of the design plans or specifications, nor for their timely completion by others.
- k. If Consultant provides Value Analysis or Value Engineering services, it is understood that any ideas, advice, or recommendations generated by the Consultant are made based only on the information presented to them, and need engineering analysis by the Designer to verify; Consultant is not responsible for the final design product.
- l. Client agrees to include a statement in the construction Bid Documents for this Project, requiring construction contractor to name KBA, Inc. as an additional insured via endorsement to the contractor’s commercial general liability and automobile insurance policies.
- m. RCW 4.24.115 is applicable to Consultant’s services provided under this Agreement.

Exhibit 1

- n. Services provided by the Consultant under this Agreement will be performed in a manner consistent with that degree of care and skill ordinarily exercised by members of the same profession currently practicing under similar circumstances, in the same geographical area and time period.
- o. Client agrees that Consultant will not be held liable for the completeness, correctness, readability, or compatibility of any electronic media submitted to Client, after an acceptance period of 30 days after delivery of the electronic files, because data stored on electronic media can deteriorate undetected or can be modified without Consultant's knowledge.
- p. Consultant will not be liable for any damage to the field office premises or utilities provided by Client, unless caused by Consultant's own negligence.

II. OPTIONAL SERVICES

All services not detailed above, are considered Optional Services, which, along with any other Extra Work requested by the Client, will be performed only when a mutually negotiated Supplement to this Agreement is executed, specifying scope of services and budget.

EXHIBIT B



REQUEST FOR CONSULTANT PAYMENT

To: City of Sammamish
801 228th Avenue SE
Sammamish, WA 98075
Phone: (425) 295-0500
FAX: (425) 295-0600

Invoice Number: _____ Date of Invoice: _____

Consultant: _____

Mailing Address: _____

Telephone: _____

Email Address: _____

Contract Period: _____ Reporting Period: _____

Amount requested this invoice: \$ _____

Specific Program: _____

Authorized signature

ATTACH ITEMIZED DESCRIPTION OF SERVICES PROVIDED

For Department Use Only

Total contract amount	
Previous payments	
Current request	
Balance remaining	

Authorization to Consultant: \$
Account Number:
Date:

Approved for Payment by: _____ Date: _____

Finance Dept.	
Check # _____	Check Date: _____

EXHIBIT C



TAX IDENTIFICATION NUMBER

In order for you to receive payment from the City of Sammamish, you must have either a Tax Identification Number or a Social Security Number. The Internal Revenue Service Code requires a Form 1099 for payments to every person or organization other than a corporation for services performed in the course of trade or business. Further, the law requires the City to withhold 20% on reportable amounts paid to unincorporated persons who have not supplied us with their correct Tax Identification Number or Social Security Number.

Please complete the following information request form and return it to the City of Sammamish prior to or along with the submittal of the first billing invoice.

Please check the appropriate category:

- Corporation Partnership Government Consultant
- Individual/Proprietor Other (explain)

TIN No.: _____

Social Security No.: _____

Print Name: _____

Title: _____

Business Name: _____

Business Address: _____

Business Phone: _____

Date

Authorized Signature (Required)

Exhibit 1



Project Name: 2017 Pavement Program

Client Project No.: TBD
 KBA Project No.: BP 17-026-01
 Contract Type: Cost + Net Fee (on DSC only)
 Date Prepared: 5/30/2017
 Prepared by: K. Adams
 Salary Escalation: 4%

Determination of Hours	Month	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17
	Days/Mo	22	20	23	20	22	20
	Hr/Mo	176	160	184	160	176	160
	Extra Work	12%	12%	12%	12%	12%	10%
	Adj Hr/Mo	197	179	206	179	197	176

KBA Labor Hours

Employee	Title	2017 Rate	2018 Rate	Total Hours	2017 Total	2018 Total	Schedule	Construction					
								Jun-17	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17
K. Adams	(M4) Project Manager	\$84.00	\$87.40	24	24	-		4	4	4	4	4	4
TBD	(E4) RE/Inspector	\$51.00	\$53.00	984	984	-		144	160	184	160	176	160
TBD	(E3) Inspector	\$40.00	\$41.60	254	254	-		44	40	46	40	44	40
TBD	(P4) Project Admin	\$37.00	\$38.50	254	254	-		44	40	46	40	44	40
TBD	(A4) Contract Admin	\$32.00	\$33.30	12	12	-		2	2	2	2	2	2
Subtotal - KBA Labor Hours				1,528	1,528	-		238	246	282	246	270	246

Direct Expenses

Item	Total Costs	2017 Total	2018 Total	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17
Vehicles at \$6/hr + tax	\$ 8,196	8,196	-	1,245	1,324	1,523	1,324	1,456	1,324
Misc: Supplies, Equipment, Copies	\$ 347	347	-	58	58	58	58	58	57
Subtotal - Direct Expenses	\$ 8,543	8,543	-	1,303	1,382	1,581	1,382	1,514	1,381

Combined Costs

Employee	Title	2017 Rate	2018 Rate	Total DSC	2017 Total	2018 Total	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17
K. Adams	(M4) Project Manager	\$84.00	\$87.40	\$ 2,016	2,016	-	336	336	336	336	336	336
TBD	(E4) RE/Inspector	\$51.00	\$53.00	\$ 50,184	50,184	-	7,344	8,160	9,384	8,160	8,976	8,160
TBD	(E3) Inspector	\$40.00	\$41.60	\$ 10,160	10,160	-	1,760	1,600	1,840	1,600	1,760	1,600
TBD	(P4) Project Admin	\$37.00	\$38.50	\$ 9,398	9,398	-	1,628	1,480	1,702	1,480	1,628	1,480
TBD	(A4) Contract Admin	\$32.00	\$33.30	\$ 384	384	-	64	64	64	64	64	64
Direct Salary Costs				\$ 72,142	72,142	-	11,132	11,640	13,326	11,640	12,764	11,640
Overhead @ 139.41%				\$ 100,573	100,573	-	15,519	16,227	18,578	16,227	17,794	16,227
Subtotal (DSC + OH)				\$ 172,715	172,715	-	26,651	27,867	31,904	27,867	30,558	27,867
Fee (on DSC only) @ 30.00%				\$ 21,643	21,643	-	3,340	3,492	3,998	3,492	3,829	3,492
Subtotal (DSC + OH + Fee)				\$ 194,358	194,358	-	29,991	31,359	35,902	31,359	34,387	31,359
Direct Expenses (No Markup)				\$ 8,543	8,543	-	1,303	1,382	1,581	1,382	1,514	1,381
TOTAL ESTIMATED COSTS				\$ 202,900	202,900	-	31,293	32,741	37,482	32,741	35,902	32,740

CONFIDENTIAL AND PROPRIETARY TO KBA, INC.

Exhibit 1



Meeting Date: June 6, 2017

Date Submitted: May 31, 2017

Originating Department: Public Works

Clearances:

- | | | |
|--|---|--|
| <input type="checkbox"/> Attorney | <input type="checkbox"/> Community Development | <input type="checkbox"/> Parks & Recreation |
| <input type="checkbox"/> Admin Services | <input type="checkbox"/> Eastside Fire and Rescue | <input type="checkbox"/> Police |
| <input checked="" type="checkbox"/> City Manager | <input type="checkbox"/> Finance & IT | <input checked="" type="checkbox"/> Public Works |

Subject: 2017 & 2018 Pavement Program Interlocal between Sammamish Plateau Water and Sewer District and City of Sammamish.

Action Required: Authorize the City Manager to execute the attached Interlocal Agreement

Exhibits: Interlocal Agreement between the City of Sammamish and Sammamish Plateau Water and Sewer District

Budget: There is no impact to the budget

Summary Statement:

Sammamish Plateau Water and Sewer District (SPWSD) has utility structures located within the limits of the annual street paving projects. These structures will require adjustment to the finished road surface elevation. The City and SPWSD agree that it benefits the public to complete this work through the contract between the City and the City's paving contractor. The Public Works Department is recommending that the City Council authorize the City Manager to accept this Interlocal Agreement and move towards completing the work.

Background:

SPWSD operates and maintains the sanitary sewers and water main in a portion of streets being overlaid with new pavement. Sanitary sewer manholes and water valve boxes need to be adjusted to the new paved surface elevation. A pay item for this type of work is included in the City's contract specifications for the paving projects and is publicly bid. This Interlocal Agreement allows the City to pay for the work to adjust the utility structures and submit the costs of the work to SPWSD for reimbursement. By combining the work under one contract, impacts to the traveling public are minimized and overall cost savings are realized by Sammamish rate payers.

Financial Impact:

There is no impact to the budget.

Recommended Motion:

Move to authorize the City Manager to execute the attached Interlocal Agreement with Sammamish Water and Sewer District.

INTERLOCAL AGREEMENT BETWEEN THE CITY OF SAMMAMISH AND THE SAMMAMISH PLATEAU WATER AND SEWER DISTRICT FOR THE ADJUSTMENT OF MANHOLE AND VALVE BOX CASTINGS ASSOCIATED WITH THE CITY OF SAMMAMISH'S 2017 AND 2018 PAVEMENT PRESERVATION PROGRAM PROJECTS

This Agreement ("Agreement") is made and entered into by and between the City of Sammamish, a municipal corporation (the "City") and the Sammamish Plateau Water and Sewer District, a municipal corporation (the "District" or "SPWSD") (individually a "Party" and collectively the "Parties"), for the purposes set forth below.

WHEREAS, the City will prepare Plans and Specifications for the City's various projects included as part of the 2017 and 2018 Pavement Preservation Program ("Projects"), and will publicly bid the Projects, and award the Projects to the lowest responsible bidder ("Contractor"); and

WHEREAS, the District provides water and sewer services in the general area of the Projects; and

WHEREAS, the District has manhole castings, valve box castings and meter boxes within the limits of the Projects that will need to be adjusted to final grade following the City's pavement work; and

WHEREAS, the City and the District can achieve cost savings and benefits in the public interest by adjusting the District's manhole and valve box castings during construction of the Projects, hereinafter referred to as the "District Work; and

WHEREAS, the City and the District have the authority to undertake joint and cooperative action pursuant to Chapter 39.34 RCW;

NOW, THEREFORE, in consideration of the following terms and conditions, the Parties agree as follows:

I. BIDDING

- A. The City shall incorporate a complete and final set of the District's Plans and Specifications for the District Work into the Contract Bid Documents for the Projects as a deductive alternate in such manner as to allow, to the extent possible, identification of cost allocations between the parties.
- B. The City shall furnish the District with the bid prices for the District Work for the District's approval. Within two weeks of receiving the bid prices, the District shall notify the City in writing that the District either approves or rejects their portion of the contract. The City shall not proceed with the District Work until the City has received approval from the District. If bids are received which, in the estimation of the District, are not acceptable for the District's portion, all or a portion of the

District Work, as rejected by the District, shall be deleted from the contract. Bid awards shall be made to the lowest responsible bidder for the total project, subject to applicable laws and regulations.

- C. If the District rejects the City's lowest responsible bid, the District may select its own contractor to do the District Work. In that event;
 - 1. The District shall require its contractor to coordinate all District Work located within the project site with the City's Contractor, without unreasonably interfering with or delaying the City's Contractor. The District shall notify its contractor of such requirement, and shall provide written notice to the City and the City's Contractor ten days prior to beginning the District Work.
 - 2. If the District's contractor unreasonably delays or impacts the City's Contractor, the District agrees to defend, indemnify, and hold City harmless from and against any such unreasonable delay or impact if a claim is presented by the City's Contractor, provided the City shall give the District prompt notice of any potential claim as soon as the City has received knowledge thereof.
 - 3. As part of any asphalt pavement overlay work, the City shall have its Contractor provide surface divots or pavement markers on any casting encountered during the City's overlay work.

II. CONTRACT ADMINISTRATION

A. City Responsibilities

- 1. The City shall provide the administrative and clerical services necessary for the execution of the District Work.
- 2. The City shall include in the Contract Plans engineering specifications and details provided by the District.
- 3. The City will notify the District of any changes required by the City which substantially change the nature of the Utility Work and shall obtain the District's approval of such changes. Such approval shall not be unreasonably withheld by the District. Written notification by the City shall be given to the District prior to the commencement of the work.
- 4. Upon written notice from the District of any changes to the District Work needed during construction, the City shall make such changes, if feasible, to the City's Contract with the Contractor as part of the Contract's standard change order process.
- 5. The City shall provide the District with the Contractor's proposed schedule for the District Work and written notice when the Contractor begins the District Work.
- 6. The City will make monthly progress payments to the Contractor for District Work accepted by the District as complete.
- 7. The City will submit the paid monthly invoices to the District for reimbursement of District Work completed and accepted by the District.

8. The City will not grant the Contractor Final Acceptance until the District has provided the City with written notice that the District's Work is complete and approved for final acceptance.

B. District Responsibilities

1. The District shall provide engineering specifications and details, and an estimate of utility adjustments to be included in the Project Contract Plans and Specifications, and an Engineering Estimate of the proposed District Work.
2. The District shall provide inspection to verify proper compliance with requirements in the Project Contract Plans and Specifications while the Contractor is doing the District Work and shall provide the City with a written summary of pay item quantities to be included in the City's monthly progress payments to the Contractor.
3. The District shall promptly provide the City with written documentation describing any change(s) in the District Work required during construction.
4. The District shall promptly provide a response to the City after the District is notified of any changes required by the City that substantially change the nature of the District Work per section A. 3. above.
5. The District shall provide the Contractor with a new casting to replace any casting that was damaged prior to the Project.
6. Upon notice from the Contractor that the District Work is complete, the District shall, within five working days, complete a final inspection of the completed work, and provide to the City a list of the accepted work and/or provide an itemized and detailed response as to why any portion of the District Work cannot be given acceptance.
7. The District shall assist in the approximate location of all castings to be adjusted. However the Contractor shall be responsible for determining the exact location of the casting with a metal detector.

III. PAYMENT

- A. The District shall reimburse the City at the unit bid prices for each SPWSD manhole casting, SPWSD valve box casting and SPWSD meter box adjusted, and for providing traffic control associated with the District Work, as bid by the Contractor for the Project.

The following pay items will pertain to the District Work:

1. Flaggers and Spotters
2. Adjust SPWSD Manhole
3. Adjust SPWSD Valve Box
4. Adjust SPWSD Meter Box

Other District Work pay items may be added by project specific engineering details and specifications provided by the District and included in the City's Contract documents.

- B. The District shall reimburse the City at the unit bid prices bid for any other work approved by the District and completed by the Contractor for the District Work in accordance with the Project Specifications, or in conformance with a District approved and City executed change order.
- C. In the event the Contractor uncovers any materials, while doing work solely related to completion of the District Work, that require special handling and/or disposal under any local, state or federal laws or regulations (including, but not limited to, hazardous waste, dangerous waste, toxic waste or contaminated soil) the District will be responsible for all costs incurred in handling and/or disposing of such materials.
- D. All payments shall be due within forty-five (45) days from the date the City invoices the District for the District Work performed on the Project, and when due shall accrue simple interest at the rate of one percent per month.

IV. INDEMNIFICATION AND HOLD HARMLESS

- A. Each Party to this Agreement agrees to protect, defend, and indemnify the other Party, its officers, officials, employees, and agents from any and all costs, claims, claims for delay, judgments and/or awards of damages arising out of or in any way resulting from the Party's default, failure of performance, or negligent conduct associated with this Agreement, by the Party, its employees, subcontractors or agents.
- B. Each Party agrees that its obligations under this provision extend to any claim, demand, and/or cause of action brought by or on behalf of any of its employees or agents. The foregoing indemnity is specifically and expressly intended to constitute a waiver of each Party's immunity under Washington's Industrial Insurance Act, RCW Title 51, but only as respects the other Party, and only to the extent necessary to provide each Party with a full and complete indemnity of claims made by the other Party's employees. The Parties acknowledge that these provisions were specifically negotiated and agreed upon by them.
- C. In the event either Party incurs any costs, including attorney fees or expert witness fees, to enforce this Agreement, and prevails in such enforcement action, all such costs and fees shall be recoverable from the losing Party.
- D. The provisions of this section shall survive the expiration or earlier termination of the Agreement with regard to any event that occurred prior to or on the date of such expiration or earlier termination.

V. INDEMNIFICATION OF UTILITY AND INSURANCE

- A. The City shall require the Contractor building the Project to have the District named as an additional insured on all policies of insurance to be maintained by Contractor(s) under the terms of any Project contract(s); and any Project contract shall require Contractor to maintain Commercial General Liability Insurance, Commercial Automobile Insurance and Workers Compensation and provide satisfactory proof thereof prior to commencing construction.
- B. The City shall require the Contractor to indemnify, defend, and save harmless the District and its officers, agents, or employees from any claim, real or imaginary, filed against the District or its officers, agents, or employees alleging damage or injury arising out of the Contractor's participation in the Project.
- C. The City shall contractually require the Contractor to be solely and completely responsible for safety of all persons and property during performance of the District's Work. The Contractor shall be contractually required to comply with all applicable City and State regulations, ordinances, orders, and codes regarding safety.

VI. OTHER PROVISIONS

- A. The City agrees to require in its contract with the Contractor for the District Work to be constructed in a good and workmanlike manner in accordance with the terms of this Agreement and the Contract Bid Documents.
- B. This Agreement contains the entire agreement of the Parties and supersedes all prior discussions. This Agreement may be amended only in writing, signed by both Parties.
- C. Nothing contained herein is intended to, nor shall be construed to, create any rights in any third party, or to form the basis for any liability on the part of the Parties or their officials, officers, employees, agents or representative, to any third party.
- D. Waiver of any default or breach of this Agreement shall not be deemed to be a waiver of any other prior or subsequent default or breach and shall not be construed to be a modification of the terms of this Agreement unless stated to be such through written agreement of both Parties.
- E. If any provision of this Agreement is held invalid or unenforceable by a court of competent jurisdiction, the remainder of the Agreement shall not be affected thereby and shall continue in full force and effect if such remainder would then continue to serve the purposes and objectives of the Parties.
- F. This Agreement is authorized under RCW 39.34.080. Nothing herein shall be construed to create a partnership or joint venture between the Parties.

Exhibit 1

- G. The individuals signing this Agreement on behalf of the respective Party represent and warrant they have the power and authority to do so.
- H. The recitals set forth above are incorporated herein by this reference.
- I. This Agreement shall remain in effect for the duration of the 2017 and 2018 Pavement Preservation Program Projects. Provided, however, that if the District rejects the City's lowest responsible bidder only the terms in section I.C. above will remain in effect.

IN WITNESS WHEREOF, the Parties hereto have executed this Agreement effective as of the date last written below ("Effective Date").

CITY OF SAMMAMISH

SAMMAMISH PLATEAU
WATER AND SEWER DISTRICT

Lyman Howard, City Manager

John C. Krauss, General Manager

Date

Date



City Council Agenda Bill

Meeting Date: June 6, 2017

Date Submitted: May 31, 2017

Originating Department: Public Works

Clearances:

- | | | |
|--|---|--|
| <input type="checkbox"/> Attorney | <input type="checkbox"/> Community Development | <input type="checkbox"/> Parks & Recreation |
| <input type="checkbox"/> Admin Services | <input type="checkbox"/> Eastside Fire and Rescue | <input type="checkbox"/> Police |
| <input checked="" type="checkbox"/> City Manager | <input type="checkbox"/> Finance & IT | <input checked="" type="checkbox"/> Public Works |

Subject: 2017 & 2018 Pavement Program Interlocal between Northeast Sammamish Sewer and Water District and City of Sammamish.

Action Required: Authorize the City Manager to execute the attached Interlocal Agreement

Exhibits: Interlocal Agreement between the City of Sammamish and Northeast Sammamish Sewer and Water District

Budget: There is no impact to the budget

Summary Statement:

Northeast Sammamish Sewer and Water District (NESSWD) has utility structures located within the limits of the annual street paving projects. These structures will require adjustment to the finished road surface elevation. The City and NESSWD agree that it benefits the public to complete this work through the contract between the City and the City's paving contractor. The Public Works Department is recommending that the City Council authorize the City Manager to accept this Interlocal Agreement and move towards completing the work.

Background:

NESSWD operates and maintains the sanitary sewers and water main in a portion of the streets being overlaid with new pavement. Sanitary sewer manholes and water valve boxes need to be adjusted to the new paved surface elevation. A pay item for this type of work is included in the City's contract specifications for the paving projects and is publicly bid. This Interlocal Agreement allows the City to pay for the work to adjust the utility structures and submit the costs of the work to NESSWD for reimbursement. By combining the work under one contract, impacts to the traveling public are minimized and overall cost savings are realized by Sammamish rate payers.

Financial Impact:

There is no impact to the budget.

Recommended Motion:

Move to authorize the City Manager to execute the attached Interlocal Agreement with Northeast Sammamish Sewer and Water District.

INTERLOCAL AGREEMENT BETWEEN THE CITY OF SAMMAMISH AND THE NORTHEAST SAMMAMISH SEWER WATER DISTRICT FOR THE ADJUSTMENT OF MANHOLE AND VALVE BOX CASTINGS ASSOCIATED WITH THE CITY OF SAMMAMISH 2017 & 2018 PAVEMENT PRESERVATION PROGRAM PROJECTS

This Agreement ("Agreement") is made and entered into by and between the City of Sammamish, a municipal corporation (the "City") and the Northeast Sammamish Sewer Water District, a municipal corporation (the "District" or "NESSWD") (individually a "Party" and collectively the "Parties"), for the purposes set forth below.

WHEREAS, the City will prepare Plans and Specifications for the City's various projects included as part of the 2017 & 2018 Pavement Preservation Program ("Projects"), and will publicly bid the Projects, and award the Projects to the lowest responsible bidder ("Contractor"); and

WHEREAS, the District provides water and sewer services in the general area of the Projects; and

WHEREAS, the District has manhole castings, valve box castings and meter boxes within the limits of the Projects that will need to be adjusted to final grade following the City's pavement work; and

WHEREAS, the City and the District can achieve cost savings and benefits in the public interest by adjusting the District's manhole and valve box castings during construction of the Projects, hereinafter referred to as the "District Work; and

WHEREAS, the City and the District have the authority to undertake joint and cooperative action pursuant to Chapter 39.34 RCW;

NOW, THEREFORE, in consideration of the following terms and conditions, the Parties agree as follows:

I. BIDDING

- A. The City shall incorporate a complete and final set of the District's Plans and Specifications for the District Work into the Contract Bid Documents for the Projects as a deductive alternate in such manner as to allow, to the extent possible, identification of cost allocations between the parties.
- B. The City shall furnish the District with the bid prices for the District Work for the District's approval. Within two weeks of receiving the bid prices, the District shall notify the City in writing that the District either approves or rejects their portion of the contract. The City shall not proceed with the District Work until the City has received approval from the District. If bids are received which, in the estimation of the District, are not acceptable for the District's portion, all or a portion of the District Work, as rejected by the District, shall be deleted from the contract. Bid

awards shall be made to the lowest responsible bidder for the total project, subject to applicable laws and regulations.

- C. If the District rejects the City's lowest responsible bid, the District may select its own contractor to do the District Work. In that event;
 - 1. The District shall require its contractor to coordinate all District Work located within the project site with the City's Contractor, without unreasonably interfering with or delaying the City's Contractor. The District shall notify its contractor of such requirement, and shall provide written notice to the City and the City's Contractor ten days prior to beginning the District Work.
 - 2. If the District's contractor unreasonably delays or impacts the City's Contractor, the District agrees to defend, indemnify, and hold City harmless from and against any such unreasonable delay or impact if a claim is presented by the City's Contractor, provided the City shall give the District prompt notice of any potential claim as soon as the City has received knowledge thereof.
 - 3. As part of any asphalt pavement overlay work, the City shall have its Contractor provide surface divots or pavement markers on any casting encountered during the City's overlay work.

II. CONTRACT ADMINISTRATION

A. City Responsibilities

- 1. The City shall provide the administrative and clerical services necessary for the execution of the District Work.
- 2. The City shall include in the Contract Plans engineering specifications and details provided by the District.
- 3. The City will notify the District of any changes required by the City which substantially change the nature of the Utility Work and shall obtain the District's approval of such changes. Such approval shall not be unreasonably withheld by the District. Written notification by the City shall be given to the District prior to the commencement of the work.
- 4. Upon written notice from the District of any changes to the District Work needed during construction, the City shall make such changes, if feasible, to the City's Contract with the Contractor as part of the Contract's standard change order process.
- 5. The City shall provide the District with the Contractor's proposed schedule for the District Work and written notice when the Contractor begins the District Work.
- 6. The City will make monthly progress payments to the Contractor for District Work accepted by the District as complete.
- 7. The City will submit the paid monthly invoices to the District for reimbursement of District Work completed and accepted by the District.

8. The City will not grant the Contractor Final Acceptance until the District has provided the City with written notice that the District's Work is complete and approved for final acceptance.

B. District Responsibilities

1. The District shall provide engineering specifications and details, and an estimate of utility adjustments to be included in the Project Contract Plans and Specifications, and an Engineering Estimate of the proposed District Work.
2. The District shall provide inspection to verify proper compliance with requirements in the Project Contract Plans and Specifications while the Contractor is doing the District Work and shall provide the City with a written summary of pay item quantities to be included in the City's monthly progress payments to the Contractor.
3. The District shall promptly provide the City with written documentation describing any change(s) in the District Work required during construction.
4. The District shall promptly provide a response to the City after the District is notified of any changes required by the City that substantially change the nature of the District Work per section A. 3. above.
5. The District shall provide the Contractor with a new casting to replace any casting that was damaged prior to the Project.
6. Upon notice from the Contractor that the District Work is complete, the District shall, within five working days, complete a final inspection of the completed work, and provide to the City a list of the accepted work and/or provide an itemized and detailed response as to why any portion of the District Work cannot be given acceptance.
7. The District shall assist in the approximate location of all castings to be adjusted. However the Contractor shall be responsible for determining the exact location of the casting with a metal detector.

III. PAYMENT

- A. The District shall reimburse the City at the unit bid prices for each NESSWD manhole casting, NESSWD valve box casting and NESSWD meter box adjusted, and for providing traffic control associated with the District Work, as bid by the Contractor for the Project.

The following pay items will pertain to the District Work:

1. Flaggers and Spotters
2. Adjust NESSWD Manhole
3. Adjust NESSWD Valve Box
4. Adjust NESSWD Meter Box

Other District Work pay items may be added by project specific engineering details and specifications provided by the District and included in the City's Contract documents.

- B. The District shall reimburse the City at the unit bid prices bid for any other work approved by the District and completed by the Contractor for the District Work in accordance with the Project Specifications, or in conformance with a District approved and City executed change order.
- C. In the event the Contractor uncovers any materials, while doing work solely related to completion of the District Work, that require special handling and/or disposal under any local, state or federal laws or regulations (including, but not limited to, hazardous waste, dangerous waste, toxic waste or contaminated soil) the District will be responsible for all costs incurred in handling and/or disposing of such materials.
- D. All payments shall be due within forty-five (45) days from the date the City invoices the District for the District Work performed on the Project, and when due shall accrue simple interest at the rate of one percent per month.

IV. INDEMNIFICATION AND HOLD HARMLESS

- A. Each Party to this Agreement agrees to protect, defend, and indemnify the other Party, its officers, officials, employees, and agents from any and all costs, claims, claims for delay, judgments and/or awards of damages arising out of or in any way resulting from the Party's default, failure of performance, or negligent conduct associated with this Agreement, by the Party, its employees, subcontractors or agents.
- B. Each Party agrees that its obligations under this provision extend to any claim, demand, and/or cause of action brought by or on behalf of any of its employees or agents. The foregoing indemnity is specifically and expressly intended to constitute a waiver of each Party's immunity under Washington's Industrial Insurance Act, RCW Title 51, but only as respects the other Party, and only to the extent necessary to provide each Party with a full and complete indemnity of claims made by the other Party's employees. The Parties acknowledge that these provisions were specifically negotiated and agreed upon by them.

Exhibit 1

- C. In the event either Party incurs any costs, including attorney fees or expert witness fees, to enforce this Agreement, and prevails in such enforcement action, all such costs and fees shall be recoverable from the losing Party.
- D. The provisions of this section shall survive the expiration or earlier termination of the Agreement with regard to any event that occurred prior to or on the date of such expiration or earlier termination.

V. INDEMNIFICATION OF UTILITY AND INSURANCE

- A. The City shall require the Contractor building the Project to have the District named as an additional insured on all policies of insurance to be maintained by Contractor(s) under the terms of any Project contract(s); and any Project contract shall require Contractor to maintain Commercial General Liability Insurance, Commercial Automobile Insurance and Workers Compensation and provide satisfactory proof thereof prior to commencing construction.
- B. The City shall require the Contractor to indemnify, defend, and save harmless the District and its officers, agents, or employees from any claim, real or imaginary, filed against the District or its officers, agents, or employees alleging damage or injury arising out of the Contractor's participation in the Project.
- C. The City shall contractually require the Contractor to be solely and completely responsible for safety of all persons and property during performance of the District's Work. The Contractor shall be contractually required to comply with all applicable City and State regulations, ordinances, orders, and codes regarding safety.

VI. OTHER PROVISIONS

- A. The City agrees to require in its contract with the Contractor for the District Work to be constructed in a good and workmanlike manner in accordance with the terms of this Agreement and the Contract Bid Documents.
- B. This Agreement contains the entire agreement of the Parties and supersedes all prior discussions. This Agreement may be amended only in writing, signed by both Parties.
- C. Nothing contained herein is intended to, nor shall be construed to, create any rights in any third party, or to form the basis for any liability on the part of the Parties or their officials, officers, employees, agents or representative, to any third party.
- D. Waiver of any default or breach of this Agreement shall not be deemed to be a waiver of any other prior or subsequent default or breach and shall not be construed to be a modification of the terms of this Agreement unless stated to be such through written agreement of both Parties.

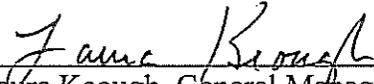
- E. If any provision of this Agreement is held invalid or unenforceable by a court of competent jurisdiction, the remainder of the Agreement shall not be affected thereby and shall continue in full force and effect if such remainder would then continue to serve the purposes and objectives of the Parties.
- F. This Agreement is authorized under RCW 39.34.080. Nothing herein shall be construed to create a partnership or joint venture between the Parties.
- G. The individuals signing this Agreement on behalf of the respective Party represent and warrant they have the power and authority to do so.
- H. The recitals set forth above are incorporated herein by this reference.
- I. This Agreement shall remain in effect for the duration of the 2017 & 2018 Pavement Preservation Program Projects. Provided, however, that if the District rejects the City's lowest responsible bidder only the terms in section I.C. above will remain in effect.

IN WITNESS WHEREOF, the Parties hereto have executed this Agreement effective as of the date last written below ("Effective Date").

CITY OF SAMMAMISH

NORTHEAST SAMMAMISH SEWER AND WATER DISTRICT

Lyman Howard, City Manager



Laura Keough, General Manager

Date

3/30/17
Date



Meeting Date: June 6, 2017

Date Submitted: May 31, 2017

Originating Department: Public Works

Clearances:

- | | | |
|--|---|--|
| <input type="checkbox"/> Attorney | <input type="checkbox"/> Community Development | <input type="checkbox"/> Parks & Recreation |
| <input type="checkbox"/> Admin Services | <input type="checkbox"/> Eastside Fire and Rescue | <input type="checkbox"/> Police |
| <input checked="" type="checkbox"/> City Manager | <input type="checkbox"/> Finance & IT | <input checked="" type="checkbox"/> Public Works |

Subject: SE 4th Street Project – Sale Agreement Using King County’s Mitigation Reserves Program

Action Required: Authorize the City Manager to enter into a Sale Agreement to purchase wetland mitigation area from King County’s In-lieu fee program.

Exhibits: Draft Terms of Sale Agreement

Budget: The total budgeted project amount is \$17,409,921. Costs for wetland mitigation were included in the total project budget.

Summary Statement:

The SE 4th Street Improvement Project includes wetland and buffer impacts that cannot be completely mitigated on site. To meet mitigation requirements, the Public Works Department is recommending use of King County’s Mitigation Reserves Program, which is implemented as an In-Lieu Fee (ILF) program. This program allows the City to purchase wetland mitigation credits from King County, whose program is acknowledged by the Army Corps of Engineers (CORPS) and Washington State Department of Ecology as meeting federal and state requirements for an ILF program.

Background:

The SE 4th Street Improvement project is a critical infrastructure project needed to support the Town Center Plan. This project will develop SE 4th Street into a multi-modal corridor to meet concurrency requirements and provide increased opportunity for access and development within the core mixed-use area.

Perteet, Inc. began design of the project in October, 2015. The Critical Areas Report (CAR) and In-Lieu Fee Use Plan identified project impacts to two wetlands, totaling 3,565 square feet. Using the ILF Program’s debit/credit method, the CAR calculated that 4.17 ILF credits are needed from the ILF Program to satisfy wetland permitting requirements. The CORPS has yet to issue a permit or confirm these calculations, meaning the final number may still change, although changes are likely to be minimal.

The cost to purchase 4.17 ILF credits through the King County Mitigation Reserves Program is estimated at \$186,000. Staff are seeking authorization for up to \$242,000 (a 30% contingency) to purchase ILF credits in the event CORPS increases the mitigation requirement.

The SE 4th Street Improvement Project is scheduled to go out to bid in the next month. Authorization to purchase the ILF credits is needed now, to avoid a project delay. City Council authorization will allow the City Manager to execute the final terms of the sale agreement with King County as soon as the CORPS permit is issued.

Financial Impact:

The cost to purchase ILF credits is estimated at \$186,000, but staff are seeking authorization at \$242,000 to allow for contingencies. The total project budget is \$17,240,000, which included the costs for off-site wetland mitigation.

Recommended Motion:

Authorize the City Manager to execute a sale agreement to purchase in-lieu fee credits for the SE 4th Street Improvement Project using King County's Mitigation Reserves Program in an amount not to exceed \$242,000.

TERMS OF SALE AGREEMENT
Mitigation for City of Sammamish
SE 4th Street (228th Ave. SE to 218th Ave. SE) Project in the
East Lake Sammamish Basin, King County, Washington
Using King County’s Mitigation Reserves Program

This Agreement is made and entered into by and between the City of Sammamish, 801 228th Avenue SE, Sammamish, WA 98075 (“SAMMAMISH”), and King County, 201 S. Jackson St. Rm. 600, Seattle, WA 98104-3855, (“COUNTY”). The COUNTY and SAMMAMISH are referred hereinafter as the “Parties.”

WHEREAS, SAMMAMISH has proposed to make improvements to SE 4th Street to support the Sammamish Town Center in the city limits of the City of Sammamish, known as the SE 4th Street (228th Ave. SE to 218th Ave. SE) Improvement Project (the “Impact Project”); and

WHEREAS, the COUNTY in 2004 established the King County Mitigation Reserves Program (“KC MRP”), which is currently implemented through an in-lieu fee (“ILF”) program, as approved by the COUNTY in 2012, and as administered by the Water and Land Resources Division of the King County Department of Natural Resources and Parks; and

WHEREAS, the KC MRP has been acknowledged by the U.S. Army Corps of Engineers (“CORPS”) and the Washington State Department of Ecology as meeting federal and state programmatic requirements for operating an ILF program, as evidenced by their execution of the *King County Mitigation Reserves Program Final Program Instrument* (“Program Instrument”), dated March 12, 2012; and

WHEREAS, the KC MRP provides a means for SAMMAMISH to pay a fee to the COUNTY and fully and irrevocably transfer SAMMAMISH’s mitigation obligations associated with the unavoidable impacts at the Impact Project, as identified by the CORPS and Sammamish Department of Community Development (“DCD”) (“Permitting Agencies”), to the COUNTY through the purchase of In-Lieu Fee Credits, as defined in and provided for in the Program Instrument; and

WHEREAS, SAMMAMISH agrees to pay, and the COUNTY will accept through its KC MRP, a fee in exchange for In-Lieu Fee Credits that the COUNTY will provide to SAMMAMISH to satisfy the mitigation obligations related to the Impact Project, that are identified by the Permitting Agencies and in the Critical Areas Report and In-Lieu Fee Use Plan (“ILF Use Plan”) as further described below; and

WHEREAS, the COUNTY, by receiving the funds paid by SAMMAMISH, agrees to implement a project at a mitigation site in accordance with the terms of the Program Instrument (“Mitigation Project”).

NOW, THEREFORE, in consideration of the terms, conditions, covenants, and performances contained herein,

IT IS MUTUALLY AGREED AS FOLLOWS:

I. The above recitals are a material part hereof and are incorporated herein by this reference.

II. Applicant, and Impact Project Details

A. APPLICANT

The “APPLICANT,” as used herein means:

City of Sammamish

ATTN: Jed Ireland

801 228th Ave. SE

Sammamish, WA 98075

Tel: 425-295-0563

B. Impact Project Description

The Impact Project will include roadway widening to accommodate a multi-modal corridor on SE 4th Street between 218th Avenue SE and 228th Avenue SE in the City of Sammamish.

C. Wetland Impacts from Impact Project

The Impact Project will result in 2,423 square feet of unavoidable impact to a Category III wetland and 1,142 square feet of unavoidable impact to a Category IV wetland. Additional details about the wetland impacts are provided in an ILF Use Plan (dated March 30, 2017) that was submitted to the DCD and the CORPS on April 3, 2017.

D. Impact Project Permits

Permits with requirements directed toward the wetland impacts from the Impact Project are as follows:

- U.S. Army Corps of Engineers, Nationwide Permit [NWS-XXXX-XXX]
- City of Sammamish, PAUE/SEPA [PAUE2016-0052]

These permits contain a special condition requiring SAMMAMISH to purchase 4.171 In-Lieu Fee Credits (1.551 Water Quality Credits, 1.227 Hydrology Credits, and 1.393 Habitat Credits) from the KC MRP to meet the mitigation requirements for the wetland impacts resulting from the Impact Project, as provided for in the ILF Use Plan.

III. Payment and Records

- A. SAMMAMISH hereby agrees to pay a fee to the COUNTY in accordance with the KC MRP in the amount of [Written Amount] Dollars (\$XXX,XXX) (“Mitigation Fee”).
- B. Within fifteen (15) days after execution of this Agreement, the COUNTY will provide an invoice to SAMMAMISH for the Mitigation Fee. Upon payment of the Mitigation Fee, the COUNTY acknowledges and agrees that SAMMAMISH shall have no further monetary or mitigation obligations for, or related to, the Mitigation Project or the mitigation site, and all obligations for implementing and completing the Mitigation Project shall be the COUNTY’s sole responsibility.
- C. SAMMAMISH shall have sixty (60) days from the Mitigation Fee invoice date to make full payment to the COUNTY. If the COUNTY does not receive full payment of the

Mitigation Fee within sixty (60) days of the invoice date, this Agreement shall become null and void and the remaining terms herein shall be unenforceable by either Party.

- D. Within fifteen (15) days of receiving payment of the Mitigation Fee from SAMMAMISH, the COUNTY shall provide SAMMAMISH with a signed and dated acknowledgment which shall identify the Applicant, the Impact Project, the project impacts and the permits for which required mitigation responsibility is being transferred from the Applicant to the COUNTY through the purchase of In-Lieu Fee Credits (“Statement of Sale”). A copy of the form of the Statement of Sale is attached hereto as Attachment A. The Statement of Sale is also intended to, and shall, confirm and serve as the official record of the sale of In-Lieu Fee Credits to SAMMAMISH. This Statement of Sale shall not constitute a permit or permission to proceed with any proposed action. SAMMAMISH is responsible for obtaining all necessary permits to construct the Impact Project.

IV. Transfer of Permit Mitigation Responsibility

Upon acceptance by the COUNTY of the Mitigation Fee from SAMMAMISH, SAMMAMISH transfers to the COUNTY, and the COUNTY agrees to accept, full legal responsibility and obligation for satisfying the In-Lieu Fee Credits identified in Section II.D. above in accordance with the terms of the Program Instrument.

V. Dispute Resolution

In the event a dispute cannot be resolved between the Parties, the dispute shall be resolved in the following manner: Each Party shall appoint a member to a dispute board. The members so appointed shall jointly appoint a third member to the dispute board who is not employed by or affiliated in any way with the two Parties. The three-member board shall conduct a dispute resolution hearing that shall be informal and unrecorded. A written recommendation shall be made by the dispute board to the Parties. An attempt at such dispute resolution in compliance with this process shall be a prerequisite to the filing of any litigation concerning the dispute. The Parties shall equally share in the cost of the third dispute board member; however, each Party shall be responsible for its own costs and fees.

VI. Legal Relations

A. The COUNTY shall protect, defend, indemnify, and hold harmless SAMMAMISH, its officers, officials, employees, and agents, while acting within the scope of their employment as such, from any and all costs, claims, judgments, and/or awards of damages, both to persons and property, arising out of, or in any way resulting from, the COUNTY's own negligent acts or omissions, or the negligent acts or omissions of the COUNTY's officials, officers, or employees, in carrying out the County's obligations under the terms of this Agreement. SAMMAMISH shall protect, defend, indemnify, and hold harmless the COUNTY, its officers, officials, employees, and agents, while acting within the scope of their employment as such, from any and all costs, claims, judgments, and/or awards of damages, both to persons and property, arising out of, or in any way resulting from SAMMAMISH's own negligent acts or omissions, or the negligent acts or omissions of SAMMAMISH officials, officers, or employees, in carrying out SAMMAMISH's obligations under the terms of this Agreement. Where such claims, suits, or actions result from concurrent negligence of the Parties, or involves those actions covered by RCW 4.24.115, the indemnity provisions provided herein shall be valid and enforceable only to the extent of the Party's own negligence. Each Party agrees that its obligations under this Section extend to any claim, demand, and/or cause of action brought by, or on behalf of, any of its employees or agents. For this purpose, each Party, by mutual negotiation, hereby waives, with respect to the other Party only, any immunity that would otherwise be available against such claims under the Industrial Insurance provisions of Title 51 RCW.

This indemnification provision shall survive the termination of this Agreement.

B. In the event that either Party deems it necessary to institute legal action or proceedings to enforce any right or obligation under this Agreement, the Parties hereto agree that any such action or proceedings shall be brought in a court of competent jurisdiction situated in King County, Washington. If any action at law or equity, including any action for declaratory relief, is brought to enforce or interpret the provisions of this Agreement, the

prevailing party shall be entitled to be reimbursed for its court costs and attorneys' fees, in addition to all damages, through all levels of appeal.

VII. Term of Agreement and Modification

- A. This Agreement shall become effective as of the Party's signature date last written below and shall remain in effect until the end of the monitoring and maintenance period for the Mitigation Project, as provided for in the Program Instrument, at which point this Agreement shall terminate, unless terminated earlier pursuant to Section III.C. above. Regardless of the monitoring period requirements, upon its payment of the Mitigation Fee to the COUNTY, SAMMAMISH shall have no further mitigation and/or monetary obligation related to the Mitigation Project.
- B. No modification of this Agreement is valid unless evidenced in writing and signed by both Parties. No verbal agreement may supersede, replace or amend this Agreement.
- C. This Agreement may be executed in multiple counterparts, all of which taken together shall constitute one and the same Agreement.

VIII. Binding Agreement

This Agreement shall be binding on the successors, and assigns of the Parties.

IN WITNESS WHEREOF, the Parties hereto have executed the Agreement as of the Party's date signed last below.

KING COUNTY	CITY OF SAMMAMISH
By	By
Name:	Name:
Title:	Title: Lyman Howard
Date:	Date: City Manager

APPROVED AS TO FORM	APPROVED AS TO FORM

Exhibit 1

Name: Joseph B. Rochelle	Name: Mike Kenyon
Title: Sr. Deputy Prosecuting Attorney	Title: City Attorney
Date:	Date:

ATTACHMENT A

**King County Mitigation Reserves Program (MRP)
Statement of Sale**

OFFICIAL RECORD OF SALE OF MITIGATION CREDITS PURSUANT TO THE TERMS AND CONDITIONS OF THE KING COUNTY MITIGATION RESERVES IN LIEU FEE PROGRAM INSTRUMENT AND PROVISIONS CONTAINED IN 33 CFR PARTS 325 AND 332 AS REVISED EFFECTIVE JUNE 9, 2008 (FEDERAL MITIGATION RULE).

I. PURPOSE

This Statement of Sale confirms the sale of mitigation credits from the King County Mitigation Reserves Program (hereinafter “Sponsor”) to the Applicant listed in Article III below. This Statement of Sale does not constitute a permit or permission to proceed with any proposed action. The Applicant is responsible for obtaining all necessary permits for a proposed action.

II. TRANSFER OF MITIGATION RESPONSIBILITY

The Sponsor agrees to accept full legal responsibility for satisfying the mitigation requirements for all U.S. Army Corps of Engineers (Corps), State, and local permits for which mitigation fees from an Applicant have been accepted under the terms of this Statement of Sale. This responsibility includes compliance with 33 CFR 332, 40 CFR 230, King County Code Chapter 21A.24, any applicable state and local jurisdictional laws, and the terms of the King County Mitigation Reserves In Lieu Fee Program Instrument (Program Instrument). In satisfaction of the compensatory mitigation requirements, the Sponsor shall provide compensatory mitigation of the type and in the amount necessary to meet applicable Federal, State, and local regulation requirements.

III. APPLICANT AND IMPACT PROJECT DETAILS

E. Applicant

[Full Permittee Name]

Attn: [Contact Person]

[Mailing Address]

[City, State Zip]

Tel: [XXX-XXX-XXXX]

F. Impact Project

1 The Sponsor has accepted mitigation fees in the amount of [Written Amount] Dollars
2 (\$XXX,XXX) for the unavoidable impact to [aquatic and/or wetland] resources as
3 described below. Upon acceptance of these fees from the Applicant, the Sponsor is
4 agreeing to implement mitigation and assume all associated obligations and liabilities
5 according to the terms of the Program Instrument, certified on March 12, 2012.

6
7 MRP Service Area: [Service Area Name] Service Area

8
9 Description of Impacts:

10
11 The Impact Project refers to the Applicant's [Project Name] Project, located on the
12 [description of location]. Details of the proposed Impact Project are provided in [Name
13 of ILF Use Plan, if uniquely named, OR an In-Lieu Fee Use Plan] which was submitted
14 to applicable regulatory agencies in [Month Year].

15 The permits and regulatory approvals that have requirements directed toward the
16 wetland impacts from the Impact Project are the following:

- 17 • Department of the Army Permit [NWS-XXXX-XXX] from the U.S. Army Corps
18 of Engineers (Corps)

19 The ILF Purchase Plan describes the impacts being mitigated through the purchase of
20 mitigation credit from the Sponsor.

21 **IV. CREDITS PURCHASED AND MITIGATION FEES PAID**

22 A. Credits Purchased. In exchange for the payment of mitigation fees, which the Applicant
23 paid to the Sponsor on [Month Day, Year], the Applicant receives [XX.XX] Credits in
24 the [Service Area Name] Service Area. This mitigation credit will draw down the
25 Advance Credit pool in the [Service Area Name] Service Area by [XX.XX] Credits.

26 B. Allocation to the MRP Program Account. The mitigation fees will be deposited into the
27 following accounts within the King County MRP Account (see Basic Agreement Article
28 III.D and Appendix F):

29 MRP Service Area: [Service Area Name]

1	Total Mitigation Fees Collected from Applicant:	[\$XXX,XXX]
2	Land Fee Account:	\$XX,XXX (X.X% of total mitigation fee)
3	Program Admin. Account:	\$XX,XXX (X.X% of total mitigation fee)
4	Contingency Fee Account:	\$XX,XXX (X.X% of total mitigation fee)
5	Long Term Management Fund:	\$XX,XXX (X.X% of total mitigation fee)
6	Mitigation Project Accounts:	\$XX,XXX (XX.X% of total mitigation fee)

7 **V. PROOF OF PURCHASE**

8 This Statement of Sale shall serve as official proof that the Applicant has purchased
9 mitigation credits from the Sponsor.

- 10 A. Signed Statement of Sale provided to Applicant. The Sponsor will provide a signed copy
11 of this form to the Applicant within 15 days after receipt of funds from the Applicant.
12 The Applicant is responsible for submitting copies of the signed Statement of Sale to
13 appropriate regulatory agencies as proof of purchase of mitigation credits from the
14 Sponsor.
- 15 B. Signed Statement of Sale provided to the Corps and Ecology. The Sponsor will provide
16 a signed copy of this form to the IRT representatives from the Corps and Ecology, co-
17 chairs of the IRT, within 15 days after receipt of funds from the Applicant.
- 18 C. Copies available to IRT members. Copies of this Statement of Sale will be made
19 available any member of the IRT upon the IRT member's request.

20 **VI. ADDITIONAL PROVISIONS**

- 21 A. Allocation of Funds. The Sponsor will deposit the moneys listed above into the program
22 account in the amounts listed in Article IV.B of this Statement of Sale. Record of these
23 funds will also be added to the Program Account Ledger.
- 24 B. Spending Authorization. Upon initial receipt of mitigation fees, the Sponsor shall be
25 authorized to spend up to 75% of funds allocated to Administrative Accounts according
26 to the terms of the program instrument (see Appendix F, Section 4.0). The District
27 Engineer, after consultation with the IRT, must authorize all additional expenditures

1 from the program account pursuant to 33 CFR 332.8(i)(2) and pursuant to the Basic
2 Agreement Article III.B.

3 C. Reporting requirements unaffected. This agreement shall not affect reporting
4 requirements outlined in the program instrument.

5 D. Effect of Agreement. This Agreement does not in any manner affect statutory
6 authorities and responsibilities of the Sponsor. This Statement of Sale is not intended,
7 nor may it be relied upon, to create any rights in third parties enforceable in litigation
8 with the United States or the State of Washington. This Statement of Sale does not
9 authorize, nor shall it be construed to permit, the establishment of any lien,
10 encumbrance, or other claim with respect to the Mitigation Reserves Program property,
11 with the sole exception of the right on the part of the Corps to require the Sponsor to
12 implement the provisions of Program Instrument, including recording conservation
13 easements or similarly restrictive covenants, required as a condition of the issuance of
14 permits for discharges of dredged and fill material into waters of the United States
15 associated with construction and operation and maintenance of a Mitigation Site.

16 E. Attorneys' Fees. If any action at law or equity, including any action for declaratory
17 relief, is brought to enforce or interpret the provisions of this Statement of Sale, the
18 prevailing party shall be entitled to be reimbursed for its court costs and attorneys' fees,
19 in addition to all damages, through all levels of appeal.

20 F. Headings and Captions. Any paragraph heading or caption contained in this Statement
21 of Sale shall be for convenience of reference only and shall not affect the construction or
22 interpretation of any provision of this Statement of Sale.

23 G. Successors and Assigns. This Statement of Sale shall be binding upon and inure to the
24 benefit of the parties hereto and their respective successors and assigns.

25 H. Amendments. This Statement of Sale shall not be amended without the express written
26 agreement of the Parties.

Exhibit 1

1 IN WITNESS WHEREOF, the Sponsor confirms the information contained in this Statement of Sale to
2 be true as written.

3 **SPONSOR**

4

5 EXHIBIT – NOT FOR EXECUTION

6 Josh Baldi

_____ Date

7 Division Director

8 Water and Land Resources Division

9 King County Department of Natural Resources and Parks

10 201 South Jackson Street, Suite 600

11 Seattle, WA 98104-3855



Meeting Date: June 6, 2017

Date Submitted: 5/26/2017

Originating Department: Public Works

Clearances:

- | | | |
|--|--|--|
| <input type="checkbox"/> Attorney | <input type="checkbox"/> Community Development | <input type="checkbox"/> Public Safety |
| <input type="checkbox"/> Admin Services | <input type="checkbox"/> Finance & IT | <input checked="" type="checkbox"/> Public Works |
| <input checked="" type="checkbox"/> City Manager | <input checked="" type="checkbox"/> Parks & Recreation | |

Subject: 2017 – Bark Delivery and Installation/Placement at City Facilities

Action Required: Authorize the City Manager to execute a contract with Pacific Topsoils, Inc. to provide bark delivery and installation/placement for parks, streets and facilities.

Exhibits: 1. Contract for 2017 – Bark Delivery and Placement for Streets, Parks and Facilities Contract

Budget: Bark Delivery and Placement is funded thru accounts:
 001-019-518-30-41-00 Facilities Professional Services
 001-076-576-80-41-00 Parks Resource Management Professional Services
 010-000-542-30-41-01 Street Fund Maintenance Prof Svc: ROW Landscape

Summary Statement:

This is a contract for the purchase and installation/placement of bark in landscaped areas at City parks, facilities and streets. Current maintenance practices call for the placement of bark to reduce irrigation needs, reduce weed infestation and maintain the aesthetics and character of landscaped areas. In prior years the bark was ordered in bulk for two of the street applications, but the parks and facilities were orders were handled through small batches delivered throughout the spring and summer. Application of the bark was done by a combination of City staff and contractors. Due to the volume of bark needed and to streamline purchasing and installation, staff made the decision to bid the entire purchase as a bulk order this year.

A Request for Proposals (RFP) was issued in May 2017 through the MRSC Small Works Roster. A total of 8 firms were invited to provide quotes and two responded. Pacific Topsoils, Inc. was selected as the lowest responsive and responsible bidder.

Background:

Bark placed in the landscaped planting beds provides for reduced irrigation needs and discourages the infestation of weeds in the planting beds. Bark placement in the beds and tree rings also improves the appearance and character of the landscaped areas in the City.

This contract provides for the 2017 delivery and installation/placement of bark. A similar, but smaller contract, was utilized in prior years for a portion of the street landscaping. The bulk purchase process has

proven to be effective in saving both staff time and costs and thus a decision was made to expand the purchase to include the landscape areas for parks, facilities and streets.

Financial Impact:

The proposed contract amount for 2017 is not-to-exceed \$59,482.50. This is the upper limit of the contract and there is no guarantee that the full contract amount will be needed or expended. Sufficient funds were included in the Parks, Streets and Facilities maintenance budget for this purchase.

Recommended Motion:

Authorize the City Manager to execute a contract with Pacific Topsoils, Inc. to provide bark delivery and placement services for a total not-to-exceed contract amount of \$59,482.50.



SMALL PUBLIC WORKS SERVICE CONTRACT

Between: City of Sammamish and Pacific Topsoils, Inc.
Project: 2017 – Bark Delivery and Placement
Commencing: June 12, 2017
Terminating: December 31, 2017
Amount: Not to Exceed \$59,482.50

THIS CONTRACT, is made and entered, by and between the CITY OF SAMMAMISH, a Washington municipal corporation (the "City"), and Pacific Topsoils, Inc., (the "Contractor").

RECITALS

WHEREAS, the City desires to contract with the Contractor for 2017 – Bark Delivery and Placement and

WHEREAS, pursuant to the invitation of the City, extended through the Municipal Research Service Center’s Shared Small Works Roster, of which the City of Sammamish is a member, the Contractor did file with the City a proposal containing an offer; and

WHEREAS, the City has determined that the contractor's offer was the lowest responsive and responsible quote submitted;

NOW THEREFORE, in consideration of the terms and conditions contained in this Contract, the parties covenant and agree as follows:

- 1. Scope of Work to be Accomplished.** The Contractor shall perform the work described in Exhibit “A” of this contract (“Work”). The Contractor shall provide and bear the expense of all equipment, materials, work and labor of any sort whatsoever that may be required for the transfer of materials and for constructing and completing the Work provided for in this Contract, unless otherwise specified in the attached plans and specifications.
- 2. Contract Documents.** The Contract between the parties includes this contract, along with any Special and General Conditions, the project quote, ~~any required Performance Bond or optional 50% Retainage Bond Waiver~~, L&I form Statement of Intent to Pay Prevailing Wages - Public Works Contract, ~~any required Declaration of Option for Management of Statutory Retained Percentage~~, Certificate of Insurance naming City as additional insured, copy of Contractor's state contractor license and UBI number, copy of Contractor’s city business license, which are all hereby incorporated by reference and made a part of this contract as if fully set forth herein, and shall be referred to collectively as the "Contract."

3. Payment. The Contractor shall submit properly certified invoices for the Work performed. The City agrees to pay the Contractor for the actual work completed to the satisfaction of the City and in conformance with this Contract. Upon acceptance of payment, Contractor waives any claims against the City related to the Work covered by the invoice.

The Contractor shall complete and return to the City Exhibit "B" or a W-9 Request for Taxpayer Identification Number and Certification, prior to or along with the first invoice submittal. The City shall pay the Contractor for services satisfactorily rendered within ten days after City Council approval of such payment.

4. Warranties/Guaranty.

4.1 Contractor warrants that all Work conforms to the requirements of the Contract and is free from any defect in ~~equipment, material, design,~~ or workmanship performed by Contractor or its ~~Subcontractors and Suppliers.~~ The warranty period shall be ~~for the longer period of: one year from the date of the City's final acceptance of the entire Work or the duration of any special-extended warranty offered by a Contractor, a supplier or common to the trade.~~

4.2. With respect to all warranties, express or implied, for Work performed or materials furnished according to the Contract, Contractor shall:

1. Obtain all warranties that would be given in normal commercial practice from the supplier and/or manufacturer;
2. ~~Prior to final acceptance require all warranties be executed, in writing, for the benefit of the City;~~
3. Enforce all warranties for the benefit of the City; ~~and;~~
4. ~~Be responsible to enforce any warranty of a subcontractor, manufacturer, or supplier, should they extend beyond the period specified in the Contract.~~

4.3 ~~If, within an applicable warranty period, any part of the Work is found not to conform to the Contract, the Contractor shall correct it promptly after receipt of written notice from the City to do so. In the event the City determines that Contractor corrective action is not satisfactory and/or timely performed, then the City has the right to either correct the problem itself or procure the necessary services, recommendations, or guidance from a third party. All damages incurred by the City and all costs for the City's remedy shall be reimbursed by the Contractor.~~

4.4 The warranties provided in this section shall be in addition to any other rights or remedies provided elsewhere in the Contract or by applicable law.

5. Change Orders. Changes to the scope of work to be performed, of the amount of the contract sum, or in the time for completion of the work, may be accomplished only by a written document, signed by the Contractor and the City. Once effective, the Contractor shall proceed promptly with the Work as modified, unless otherwise provided in the change order.

6. Insurance. The Contractor shall procure and maintain for the duration of the contract, insurance against claims for injuries to persons or damage to property which may arise from or in connection

with the performance of the work hereunder by the Contractor, its agents, representatives, employees or subcontractors. The Contractor shall provide a Certificate of Insurance evidencing:

6.1 Automobile Liability insurance with limits no less than \$1,000,000 combined single limit per accident for bodily injury and property damage;

6.2 Commercial General Liability insurance written on an occurrence basis with limits no less than \$1,000,000 combined single limit per occurrence and \$1,000,000 aggregate for personal injury, bodily injury and property damage. Coverage shall include but not be limited to: blanket contractual; products/completed operations; broad form property damage; explosion, collapse and underground (XCU) if applicable; and employer's liability; and

6.3 Worker's Compensation insurance at the limits established by the State of Washington. Any payment of deductible or self-insured retention shall be the sole responsibility of the Contractor.

The City shall be named as an additional insured on the insurance policy, as respects work performed by or on behalf of the Contractor, and a copy of the endorsement naming the City as additional insured shall be attached to the Certificate of Insurance. The Contractor's insurance shall be primary insurance as respects the City and the City shall be given thirty (30) days prior written notice of any cancellation, suspension or material change in coverage.

7. Prevailing Wages/Performance Bond

7.1 Performance Bond. Not Applicable

- 7.2 Prevailing Wages. The work under the Contract **may** be subject to the prevailing wage requirements of Chapter 39.12 RCW, as amended or supplemented. **If this Contract is subject to prevailing wage requirements**, the Contractor, each of its subcontractor(s) and other person(s) doing any work under the Contract shall pay all laborers, workers or mechanics not less than the prevailing rate of wage for an hour's work in the same trade or occupation in the locality within the State of Washington where such labor is performed as required by law. The prevailing rate of wage to be paid to all workman, laborers or mechanics employed in the performance of any part of this Contract shall be in accordance with the provisions of Chapter 39.12 RCW, as amended, and the rules and regulations of the Department of Labor and Industries. The rules and regulations of the Department of Labor and Industries and the schedule of the prevailing wage rates for the Industrial Statistician of the Department of Labor and Industries, are by reference made a part of this contract as though fully set forth herein. These rates may be accessed on the internet at <https://fortress.wa.gov/lni/wagelookup/prvWagelookup.aspx>

Pursuant to RCW 39.12, prior to payment by the City, the Contractor must submit -- on behalf of itself and each and every subcontractor at every tier -- a "Statement of Intent to Pay Prevailing Wages," which must be approved by the Department of Labor and Industries prior to its submission. Within fifteen (15) days of the final acceptance of the Contractor's work under this Contract, the

Contractor must submit -- on behalf of itself and every subcontractor -- an "Affidavit of Wages Paid".

OR

At the option of the City, the Contractor may use the combined Statement of Intent to Pay Prevailing Wages and Affidavit of Wages Paid form. Contractor must meet the Washington State Department of Labor and Industries criteria for use of the form. Combined forms may be requested from the City.

8. Assignment/Delegation. The Contractor shall not assign this contract nor delegate any duties hereunder without prior written consent of the City, which consent may be withheld by the City in its sole subjective discretion for any cause whatsoever.

9. Applicable Law; Venue. This Contract shall be subject to, and the Contractor shall at all times comply with, all applicable federal, state and local laws, regulations, and rules, including the provisions of the City of Sammamish Municipal Code and ordinances of the City of Sammamish. Venue for any action arising from or related to this Contract shall be exclusively in King County Superior Court.

The Contractor will be required to obtain a City of Sammamish business license prior to performing any services and maintain the business license in good standing throughout the term of its agreement with the City. A city business license application can be found at: <http://www.bls.dor.wa.gov/cities/sammamish.aspx>."

10. Termination.

10.1 The City reserves the right to terminate or suspend this Contract at any time, with or without cause, upon seven days prior written notice. In the event of termination or suspension, all finished or unfinished documents, data, studies, worksheets, models, reports or other materials prepared by the Contractor pursuant to this Contract shall promptly be submitted to the City

10.2 In the event this Contract is terminated or suspended, the Contractor shall be entitled to payment for all services satisfactorily performed and reimbursable expenses incurred to the date of termination.

10.3 This Contract may be terminated immediately if the Contractor's insurance coverage is canceled for any reason, or if the Contractor fails to timely perform the services or defaults on any other material obligations under this Contract.

10.4 Any termination of this Contract shall not prevent the City from seeking any legal or equitable remedies it may otherwise have against the Contractor for the violation or nonperformance of any provisions of this Contract.

11. Duration. This contract may be renewed at the City's option for up to three (3) additional one year terms. Compensation will be adjusted based on any increase in the June to June Seattle Consumer Price Index –Urban (CPI-U) rate.

12. Indemnification/Hold Harmless. The Contractor shall defend, indemnify and hold the City, its officers, officials, employees and volunteers harmless from any and all claims, injuries, damages, losses or suits, including attorney fees, arising out of or in connection with the performance of this Contract, except for injuries and damages caused by the sole negligence of the City.

Should a court of competent jurisdiction determine that this Agreement is subject to RCW 4.24.115, then, in the event of liability for damages arising out of bodily injury to persons or damages to property caused by or resulting from the concurrent negligence of the Contractor and the City, its officers, officials, employees, and volunteers, the Contractor's liability hereunder shall be only to the extent of the Contractor's negligence.

It is further specifically and expressly understood that the indemnification provided herein constitutes the Contractor's waiver of immunity under Industrial Insurance, Title 51 RCW, solely for the purposes of this indemnification. This waiver has been mutually negotiated by the parties. The provisions of this section shall survive the expiration or termination of this Agreement."

Furthermore, the Contractor shall cause each and every Subcontractor to provide insurance coverage that complies with all applicable requirements of the Contractor-provided insurance as set forth herein, except the Contractor shall have sole responsibility for determining the limits of coverage required to be obtained by Subcontractors. The Contractor shall ensure that the City is an additional insured on each and every Subcontractor's Commercial General liability insurance policy using an endorsement at least as broad as the Insurance Services Office Additional Insured endorsement CG 20 38 04 13.

13. Independent Contractor. For all purposes, the Contractor shall be deemed an independent contractor and shall not be deemed an employee or agent of the City for any purpose.

14. Wages and Other Costs. The City assumes no responsibility for the payment of any compensation, wages, benefits, or taxes owed by the Contractor by reason of this Contract. The Contractor shall indemnify and hold the City, its officers, agents, and employees, harmless against all liability and costs resulting from the Contractor's failure to pay any compensation, wages, benefits or taxes.

15. Waiver. Waiver by the City of any breach of any term or condition of this Contract shall not be construed as a waiver of any other breach.

16. Attorneys Fees. In the event any action is brought by either party to enforce the terms of this Contract or for breach of this contract by the other party, the parties agree that the non-prevailing party shall pay to the prevailing party reasonable attorney fees and expert witness fees, costs and disbursements incurred by such party.

17. Entire Contract/Binding Effect. This Contract constitutes the entire agreement between the parties hereto.

18. Modification. No amendment or modification of this Contract shall be of any force or effect unless it is in writing and signed by the parties.

19. Severability. If any provision of this Contract is held invalid, the remainder shall not be affected thereby if such remainder would then continue to conform to the terms and requirements of applicable law, and shall continue in force and effect.

20. Notices. Any notice required by this Contract may be delivered personally or mailed, certified with return receipt requested. If mailed, notice shall be deemed given upon the first business day after the date of the postmark. Notices shall be delivered or mailed to the following:

TO CITY:

City of Sammamish, and
Facilities Department

Contact Name: Martin Bohanan

Street Address: 801 228th Avenue SE

City, State, Zip: Sammamish, WA 98075

Phone: (425) 295-0500

Contact email: mbohanan@sammamish.us

TO CONTRACTOR:

Contractor:
Pacific Topsoils, Inc.

Contact Name: Jon Barnes

Street Address: 805 80th St. SW

City, State, Zip: Everett, WA 98023

Phone: 206-948-3625

Contact email: jbarnes@pacifictopsoils.com

CITY OF SAMMAMISH, WASHINGTON

By: _____
Title: _____
Date: _____

Attest/Authenticated:

City Clerk

CONTRACTOR, WASHINGTON

By: Jonathan M. Barnes
Title: Commercial Sales
Date: 5/31/17

Approved as to Form:

City Attorney

EXHIBIT A
City of Sammamish

SCOPE OF SERVICES

Deliver and install up to 1050 Cu Yds of medium bark placed at a nominal 2in thickness in the various planting beds and tree wells as shown in Appendix A and as directed by the City.

Work will begin as soon as possible following the City’s Authorization to Proceed.

Hours of work are allowed from 7:00am to 3 :30pm Monday thru Friday. No work on Saturday or Sunday.

The City will pay for the material, placement and Tax at the quoted price up to the “Not to Exceed” value of the contract.

The City will provide vehicular traffic control for placements to be made on the City’s Rights of Way. The contractor shall ensure pedestrian safety both on the rights of way and in the parks.

The Contractor shall provide full cleanup of the worksite following installation.

Bid Schedule

Lump Sum Price to deliver and place up to 1050 yds of medium bark including site cleanup and traffic control as needed.

Included	<u>\$54,075.00</u>	WSST not
10.0%	<u>\$ 5,407.50</u>	WSST at
Total Bid Price	<u>\$59,482.50</u>	
Additional price to place bark into Tree Rings	<u>\$ 3.00</u>	per tree ring
Unit Price for Bark, Tax Not Included:	<u>\$ 51.50</u>	per cu yd

Appendix A

Work Site Locations and Bark Placement Estimates:

Sammamish Commons (Surrounding City Hall)

801 228th Ave. SE
Sammamish, WA 98075

Bark Volume Estimate; 81yd, 30 planting beds and 0 tree rings

Sammamish Community and Aquatic Center

831 228th Ave. SE
Sammamish, WA 98075

Bark Volume Estimate; 382yd, 30 planting beds and 0 tree rings

Lower Commons Park

550 222nd Pl. SE
Sammamish, WA 98075

Bark Volume Estimate; 227 yd, 28 planting beds and 42 tree rings

Mars Hill Property

120 228th Ave. NE
Sammamish, WA 98074

Bark Volume Estimate; 94yd, 33 planting beds and 0 tree rings

Maintenance and Operations Center

1801 244th Ave. NE
Sammamish, WA 98074

Bark Volume Estimate; 106yd, 10 planting beds and 0 tree rings

East Sammamish Park

21300 NE 16th St.
Sammamish, WA 98074

Bark Volume Estimate; 154yd, 9 planting beds and 14 tree rings

EXHIBIT B
CITY OF SAMMAMISH
801 228th Avenue SE
Sammamish, WA 98075
Phone: (425) 295-0500
Fax: (425) 295-0600

TAX IDENTIFICATION NUMBER

In order for you to receive payment from the City of Sammamish, the must have either a Tax Identification Number or a Social Security Number. The Internal Revenue Service Code requires a Form 1099 for payments to every person or organization other than a corporation for services performed in the course of trade or business. Further, the law requires the City to withhold 20% on reportable amounts paid to unincorporated persons who have not supplied us with their correct Tax Identification Number or Social Security Number.

Please complete the following information request form and return it to the City of Sammamish prior to or along with the submittal of the first billing invoice.

Please check the appropriate category:

- | | | |
|---|--|-------------------------------------|
| <input checked="" type="checkbox"/> Corporation | <input type="checkbox"/> Partnership | <input type="checkbox"/> Government |
| <input type="checkbox"/> Individual/Proprietor | <input type="checkbox"/> Other (explain) | <input type="checkbox"/> Consultant |

TIN No.: 91-1148621

Social Security No.: _____

Print Name: Jonathan M. Barnes

Title: Commercial Sales

Business Name: Pacific Topsoils, Inc.

Business Address: 805 80th St. SW, Everett, WA 98203

Business Phone: 425-337-2700

5/31/17
Date


Authorized Signature (Required)



Meeting Date: June 6, 2017

Date Submitted: May 31, 2017

Originating Department: Public Works

Clearances:

- | | | |
|--|--|--|
| <input type="checkbox"/> Attorney | <input type="checkbox"/> Community Development | <input type="checkbox"/> Public Safety |
| <input type="checkbox"/> Admin Services | <input type="checkbox"/> Finance & IT | <input checked="" type="checkbox"/> Public Works |
| <input checked="" type="checkbox"/> City Manager | <input type="checkbox"/> Parks & Recreation | |

Subject: 212th Way SE Improvements – Construction Management Services

Action Required: Authorize the City Manager to amend the contract with Gray and Osborne, Inc. to include construction management services

Exhibits:

1. C2014-173 Supplemental Agreement No. 5
2. Scope of Services for Supplemental Agreement No. 5
3. Vicinity Map

Budget: \$9,000,000 has been budgeted for this project.

Summary Statement:

The 212th Way SE Improvement Project construction requires extensive observation, documentation and reporting. Public Works department staff resources are not available to perform this required work. The Public Works Department recommends that the City Council authorize the City Manager to amend the contract with Gray and Osborne to provide Construction Management Services for the 212th Way SE Improvement project.

Background:

212th Way SE (commonly referred to as Snake Hill Road) is one of the three main southern routes used to access the plateau. The original road was constructed poorly, with an inadequately compacted roadway base. Past engineering analysis of the roadway determined that catastrophic failure of the road is unlikely. However, the road embankment will continue to shift and slide, gradually requiring re-occurring maintenance of the pavement, roadside ditches and guardrail until the loosely compacted soils can be replaced or stabilized.

In June of 2014, the City initiated a contract with Gray and Osborne to develop a conceptual plan and cost estimate for stabilizing the roadway. In December of 2014, staff began working with Gray and Osborne to develop final construction plans, specifications and a construction estimate. Staff recently observed new cracks in the road that led the City Engineer to order a temporary road closure on April 5, 2017. The road was then reopened on April 13, 2017, with a single lane restriction, with signalized control around the hazardous section. The road was closed again to all traffic on May 11,

2017, and will remain closed until substantial construction completion, which is expected in September/October of this year.

In May of 2017, the construction contract for this project was awarded to JR Hayes. Work is anticipated to begin in Mid-June of 2017.

Financial Impact:

The total cost estimate of the project is \$9,000,000 (includes 2015-16 carryforwards) and is funded through the Transportation and Surface Water Capital Improvement Funds.

Project Funding:

2017-18 TIP	\$5,693,000
2017-18 Surface Water CIP	\$2,170,000
<u>2015-16 TIP (anticipated carryforward)</u>	<u>\$1,000,000</u>
Total Project Funds:	\$8,863,000

¹ Includes 10% construction contingency

Remaining Project Costs:

Construction Costs	\$6,950,000
Supplemental #5 Construction Management	\$ 558,000
2017 Expended Project Costs	\$ 99,000
<u>10% Project Contingency</u>	<u>\$ 837,000</u>
Total Estimated Remaining Project Costs:	\$8,444,000

Recommended Motion:

Authorize the City Manager to execute a contract amendment with Gray and Osborne, Inc. in the amount of \$557,950 and increase the Contract Management Reserve by \$100,000.

Exhibit 1

EXHIBIT A

SCOPE OF SERVICES

CITY OF SAMMAMISH 212TH WAY SE IMPROVEMENTS SUPPLEMENT NO. 5

CONSTRUCTION MANAGEMENT SERVICES

1. Project Management
 - a. Provide overall project management to include resource allocation management, client contact, and coordination with various project stakeholders including, but not limited to, City, Contractor, abutting property owners (as may be required), and utility purveyors during the construction phase of project.

2. Preconstruction Services
 - a. Assist Agency in contract execution (Contractor and City).
 - b. Attend the preconstruction conference (assist with the preparation of agenda and meeting minutes), and issue a formal Notice to Proceed.
 - c. Review Contractor's schedule and provide comments to Contractor and Agency as applicable.

3. Contract Administration
 - a. Review Contractor's schedules for compliance with Contract Documents. Monitor Contractor's conformance to schedule and require revised schedules when needed. Advise Agency of any schedule changes.
 - b. Track, review and evaluate Request for Information from Contractor. Coordinate responses with City.
 - c. Evaluate Contractor's Schedule of Values for lump sum items and verify allocations are made in accordance with the requirements of the Contract Documents.

- d. Manage and track submittal process. Provide review for submittal/Request of Material (RAM)/Qualified Product List (QPL) and other required documentation. Create, update and manage the Record of Materials (ROM) with submittal information. Provide updates to Agency in weekly meetings.
 - e. Provide miscellaneous office support to include review of request to sublet, statement of intent to pay prevailing wages, and other miscellaneous items to support Contractor inquiries, field activities, contract requirements, and City requests.
 - f. Lead weekly, in-office construction meetings with the Contractor, City's representative, inspector, utility companies, and other stakeholders deemed necessary to help facilitate construction and construction coordination. Note: the contract identifies a 110 work day period (Monday through Saturday) for completion which equates to 19 weeks, or approximately 19 weekly meetings/site visits by the Project Manager. Prepare weekly meeting agenda and meeting notes. Track outstanding issues on weekly basis. Provide the Agency with brief weekly construction progress reports, highlighting process and advising of issues which are likely to impact cost, schedule, or quality/scope.
 - g. Prepare monthly progress estimates and review with Contractor and City.
 - h. Represent the City's interest in negotiation of change order (as applicable) with the Contractor. Estimate and/or record quality measurements of material, equipment and manpower for determining costs for change orders. Prepare change orders for execution by the City and Contractor subject to approval of the City.
 - i. Conduct project closeout paperwork to include punchlist walk through; Notice to Completion of Public Works Contract; final closeout; and final review with City.
4. Field Observation
- a. Provide on-site observation services to observe the progress of the work and determine, in general, that the work is proceeding in accordance with the Contract Documents and notify Contractor of non-compliance. Review means and methods employed by

Contractor and materials delivered to the site.

- b. Provide environmental support services (subconsultant) during construction to observe and inspect wetland mitigation construction including removal of fills and debris, site preparation, review of topsoil and mulch samples, plant stock inspection, plant and topsoil installation and irrigation review. Provide daily report when on site. Provide wetland mitigation as-built documentation.
 - c. Provide geotechnical support services (subconsultant) during construction to observe and inspect Contractor's operations including soldier pile wall and tieback installation, installation of reinforced soil slopes, cast-in-place vault and wall foundations, concrete for vaults and walls, roadway subgrades and trench backfill compaction. Provide daily report when on site. Provide material and compaction testing to assess compliance with Contract Documents. Testing amounts and methods to follow WSDOT procedures unless modified by project specifications.
 - d. Provide observation documentation to include: Inspector's Daily Report, Weekly Quantity Reports, Weekly Working Day Reports, and Daily Report of Force Account Worked, and other pertinent documentation. Confirm quantities for payment with Contractor in the field.
 - e. Establish communication with adjacent property owners and utility purveyors. Respond to questions from various stakeholders during the course of the project, particularly those visiting the construction site.
 - f. Coordinate and provide field documentation and reporting in accordance with industry standards.
 - g. At substantial completion, coordinate with the Agency and prepare a punchlist of items to be completed or corrected.
 - h. Coordinate final walk-thru of the project with the City, Contractor, and Project Manager prior to recommending project acceptance.
5. As-Built Review
- a. Review as-built drawings provided by Contractor for accuracy and completeness.

6. Project Closeout Services
 - a. Assist the City in closing out the project, including coordination and forms, in compliance with State law.

EXHIBIT "D"

**ENGINEERING SERVICES
SCOPE AND ESTIMATED COST**

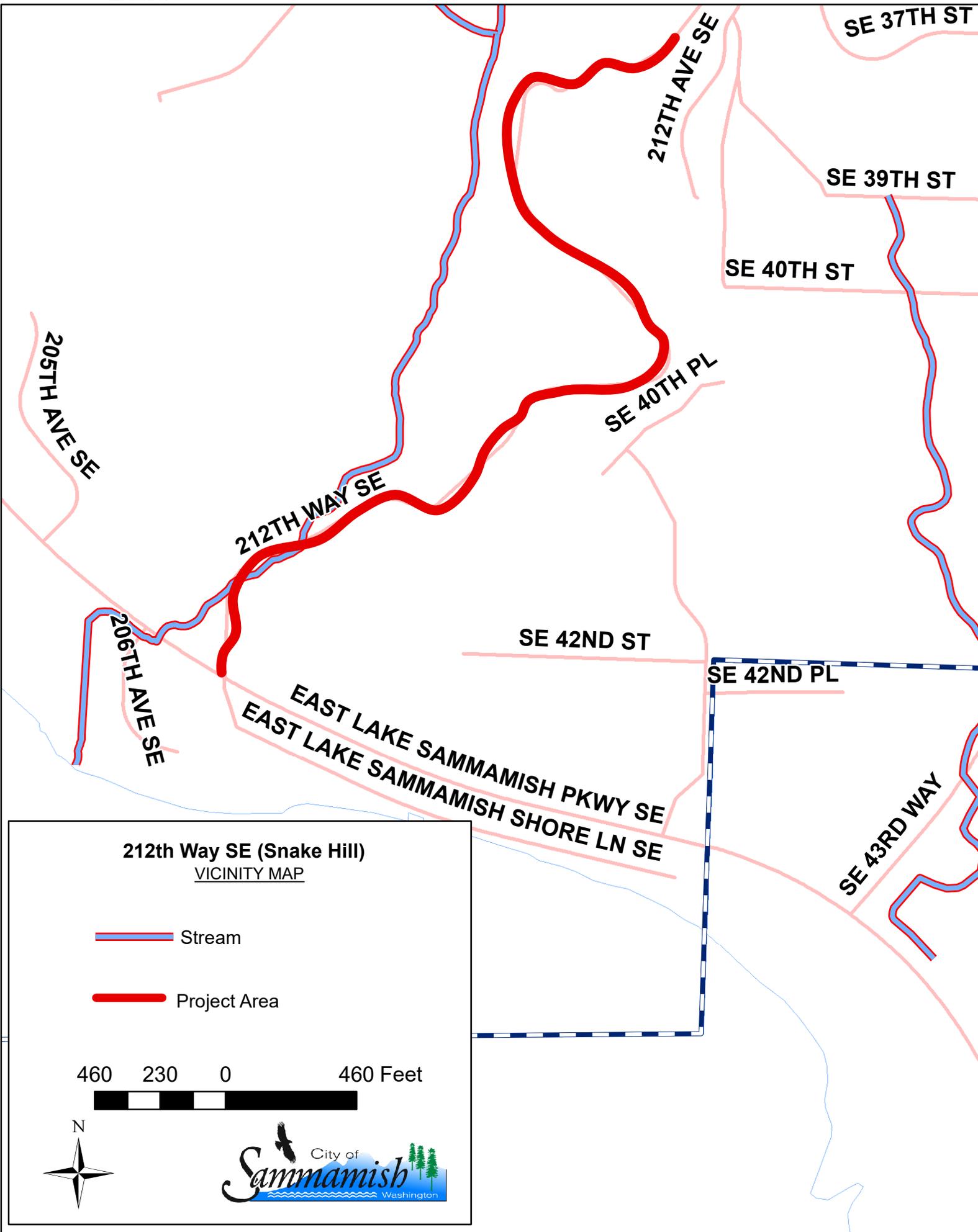
SAMMAMISH - 212TH WAY SE IMPROVEMENTS - CONSTRUCTION MANAGEMENT SERVICES (SUPPLEMENT NO. 5)

Tasks	Principal Hours	Project Manager Hours	Project Eng. Hours	Civil Eng. Hours	Field Inspector Hours (OT)	Field Inspector Hours	Environmental Tech./ Specialist Hours	AutoCAD/ GIS Mgr./ Graphic Artist Hours	Professional Land Surveyor Hours
1 Project Management	2	56	72	32					
2 Precon. Services		40	64	24		8			
3 Contract Administration	16	358	288	148			40	64	4
4 Field Observation (95 Week Days)						760			
95 Week Days @ 4 hr OT					380				
21 Saturdays @ 12 hr OT					252				
5 As-Built Review		12	24	16		16			
6 Project Closeout Services	2	80	80	24		8			
Hour Estimate:	20	546	528	244	632	792	40	64	4
Direct Labor Cost Billing Rate Range:	\$35 to \$57	\$35 to \$56	\$33 to \$44	\$24 to \$36	\$38 to \$49	\$23 to \$40	\$25 to \$34	\$28 to \$36	\$34 to \$39
Estimated Hourly Rates:	\$56	\$47	\$36	\$34	\$60	\$40	\$38	\$28	\$38
Direct Labor Cost:	\$1,120	\$25,662	\$19,008	\$8,296	\$37,920	\$31,680	\$1,520	\$1,792	\$152

Subtotal Direct Labor:	\$ 127,150
Indirect Costs (191.21%):	\$ 243,124
Total Labor Cost:	\$ 370,274
Fee (30%):	\$ 38,145
Subtotal Labor & Fees:	\$ 408,419
Direct Non-Salary Cost:	
Mileage & Expenses (Mileage @ Current IRS Rate)	\$ 2,500
Subconsultant:	
Watershed Company	\$ 27,166
Terracon	\$ 119,865
TOTAL ESTIMATED COST:	\$ 557,950

* Actual labor cost will be based on each employees actual rate, estimated rates are for determining total estimated cost only.

Exhibit 2



212th Way SE (Snake Hill)
VICINITY MAP

 Stream

 Project Area

460 230 0 460 Feet





STUDY SESSION NOTES

Joint Study Session

With Planning Commission and Parks & Recreation Commission

May 9, 2017

Mayor opened the study session of the Sammamish City Council at 5:00 p.m.

Attendees:

Parks Commissioners

- Loreen Leo
- Katherine Low
- Sid Gupta
- Doug Eglington
- Stephanie Hibner
- Sheila Sappington
- Nancy Way
- Hank Klein

Planning Commissioners

- Erick Brooks
- Jane Garrison
- Rosin O'Farrell
- Matthew Petrich

Sammamish City Councilmembers

- Mayor Don Gerend
- Deputy Mayor Bob Keller
- Councilmember Tom Hornish
- Councilmember Kathy Huckabay
- Councilmember Christie Malchow
- Councilmember Tom Odell
- Councilmember Ramiro Valderrama – Tele-conference call

Joint Study Session

Topics:

- **Presentation: Laminated Root Rot and Urban Forestry Planning/University of Washington**

- **Discussion: Land Acquisition Study**
- **Update: Parks, Recreation & Open Space Plan**

Study Session

Public Comment

This is an opportunity for the public to address the Council. Three-minutes limit per person or 5 minutes if representing the official position of a recognized community organization.

Randy Bannecker, 820 4th Avenue, Suite 502, Seattle, WA, Representing Seattle/King County Realtors, spoke regarding amendments being discussed regarding the sign code update.

Topics

- **Update: Sign Code**
- **Discussion: Thrive Sammamish**

Adjournment

8:30 pm

COUNCIL  *MINUTES*

Regular Meeting
May 16, 2017

Mayor Don Gerend called the regular meeting of the Sammamish City Council to order at 6:30 pm.

Councilmembers present:

Mayor Don Gerend
Deputy Mayor Bob Keller
Councilmember Tom Hornish
Councilmember Kathy Huckabay
Councilmember Christie Malchow
Councilmember Ramiro Valderrama

Excused: Councilmember Tom Odell

Staff present:

Lyman Howard, City Manager
Jessi Bon, Deputy City Manager
Jeff Thomas, Community Development Director
David Pyle, Deputy Director Community Development
David Goodman, Management Analyst
Doug McIntyre, Senior Planner
Kurt Aldworth, Building Official
Aaron Antin, Finance/IT Director
Chris Gianini, Deputy Finance Director
Steve Leniszewski, Public Works Director
Andrew Zagars, City Engineer
Mike Kenyon, City Attorney
Melonie Anderson, City Clerk

Roll Call/Pledge of Allegiance

Roll was called. Councilmember Huckabay led the pledge.

Approval of Agenda

City Manager Lyman Howard announced that Item #15 Resolution: Public Benefit Rating System Request is being withdrawn from the agenda and will be brought back at the June 6, 2017 meeting.

MOTION: Councilmember Valderrama moved to approve the agenda as amended. Deputy Mayor Keller seconded. Motion carried unanimously 6-0.

Presentations/Proclamations

- Development Code Update

Jeff Thomas, Director of Community Development introduced Deputy Director of Community Development, David Pyle and Mandy Roberts, consultant with Otak, who gave the staff report and PowerPoint presentation (*available on the City's website at www.sammamish.us*).

Councilmember Huckabay questioned if we had the staff time for this effort, should we be doing this at the same time as we are embarking on the Urban Forestry Plan, which affects many parts of the code. She would like to see more illustrations in the code. Mr. Thomas explained that this process could not begin before 2018. Councilmember Hornish feels this proposal is more form over substance. This will come back before Council at the June 5, 2017 Study Session

Public Comment

Walt Black, 3643 248th Place SE, wants parking regulations changed. He submitted examples from other cities as well as a suggested ordinance (written documents available upon request of the City Clerk at manderson@sammamish.us).

Charles Scott, 3638 248th Place SE, spoke to the same issue as the last speaker. He does not like the fact that recreational vehicles (RV) are allowed to park on the street.

Jim Farrelly, 3630 248th Place SE, spoke to the same issue as the last two speakers. He is concerned that homeless people might be parking RV's in the City. There should be an ordinance that would prohibit extended parking of RV's. He feels there should be a heavy fine for violators.

Kent Treen, 1825 Eastlake Sammamish Parkway SE, spoke regarding the Parker Plat. He is concerned that there are erosion concerns related to the plat. He requested Council change the zoning on the property to R-2 or R-1. He also feels there was not sufficient notice of the neighborhood meeting.

Mary Wictor, 408 208th Avenue NE, spoke regarding the sign ordinance amendments and showed a presentation (available upon request of the City Clerk at manderson@sammamish.us).

Consent Agenda

Payroll for period ending April 30, 2017 for pay date May 5, 2017 in the amount of \$ 379,966.11

Approval: Claims For Period Ending May 16, 2017 In The Amount Of \$1,810,637.19 For Check No. 47209 Through 47326

Proclamation: Kids to Parks

WHEREAS, May 20th, 2017 is the seventh Kids to Parks Day organized and launched by the National Park Trust; and

WHEREAS, Kids to Parks Day empowers kids and encourages families to get outdoors and visit America's parks; and

WHEREAS, it is important to introduce a new generation to our nation's parks; and

WHEREAS, we should encourage children to lead a more active lifestyle to combat the issues of childhood obesity, diabetes mellitus, hypertension and hypercholesterolemia; and

WHEREAS, Kids to Parks Day is open to all children and adults across the country to encourage a large and diverse group of participants; and

WHEREAS, Kids to Parks Day will broaden children's appreciation for nature and outdoors; and

NOW, THEREFORE, BE IT RESOLVED that I, Mayor Don Gerend, on behalf of the Sammamish City Council, do hereby proclaim May 20, 2017 as Kids to Parks Day in the City of Sammamish, and urge all residents of Sammamish to make time May 20th, 2017 to take the children in their lives to a neighborhood, state or national park. Dated this 16th day of May 2017

Proclamation: National Prevention Week, May 15 - 21, 2017

WHEREAS, substance use and mental health problems affect all communities nationwide. According to the 2015 National Survey on Drug Use and Health, an estimated 27.1 million Americans are current illicit drug users.¹ Nearly 20.3 percent or 7.7 million young people report drinking alcohol in the past month, and one in five Americans ages 12 or older smokes cigarettes.² Additionally, in 2015, 12.5 million Americans misused pain relievers, and for more than half of them, the last pain reliever they misused came from a friend or relative ; and

WHEREAS, with commitment and support, these and other behavioral health issues can be prevented. The focus of National Prevention Week this May is to prevent substance use and promote mental health. This year's National Prevention Week theme, "Making Each Day Count," recognizes the power each person has to influence the health and well-being of others by making prevention choices every day—whether it's by supporting someone who's going through a difficult time, by participating in activities that strengthen the community, or by instilling healthy habits in children from an early age. Taking part in prevention related activities and conversations help raise awareness of behavioral health issues and changes lives; and

WHEREAS, that's a message we need to spread far and wide. An estimated 12.3 million people in America are classified with substance dependence or abuse, and more than twice as many adults have a mental illness. The impact of substance abuse and mental illness is apparent in

our local community. According to the 2015 Healthy Youth Survey, one in five King County teens in 10th grade reported using alcohol within the past 30 days and 18 percent of 10th graders in King County who were surveyed said they contemplated suicide. Additionally, one in every five King County adults (21%) report receiving a diagnosis of depression at some time during their lives. We have the power to change these numbers, and more importantly, change lives; and

WHEREAS, through National Prevention Week, people become more aware and able to recognize the signs of mental health problems and substance use. Equally important, community members of all walks of life learn what they can do to make each day count by helping to prevent these problems. Whether it's by being a shoulder for someone to lean on, leading someone to get help for a behavioral health issue before it worsens, or setting an example by staying substance-free, we all have a role to play in keeping the people around us—and ourselves—healthy and safe. ; and

WHEREAS, we, and others across the United States, need to recognize the seriousness of behavioral health issues in our communities, the power of prevention, and the tireless efforts of those working to make a difference. For the above reasons, I am asking the citizens of Sammamish to join me in observing National Prevention Week 2017 this May; and NOW AND THEREFORE, I Donald J. Gerend, on behalf of the Sammamish City Council, do hereby proclaim the week of May 14- 20, 2017 as National Prevention Week in the City of Sammamish, and call upon our community to observe this week with compelling programs and events that support this year's theme, "Making Each Day Count"

Proclamation: National Police Week, May 14 - 20, 2017

To recognize National Police Week 2017 and to honor the service and sacrifice of those law enforcement officers killed in the line of duty while protecting our communities and safeguarding our democracy.

WHEREAS, there are approximately 900,000 law enforcement officers serving in communities across the United States, including the dedicated members of the Sammamish Police Department and the King County Sheriff's Office; and

WHEREAS, there have been 15,725 assaults against law enforcement officers in 2015, resulting in approximately 13,824 injuries; and

WHEREAS, since the first recorded death in 1791, more than 20,000 law enforcement officers in the United States have made the ultimate sacrifice and been killed in the line of duty; and

WHEREAS, the names of these dedicated public servants are engraved on the walls of the National Law Enforcement Officers Memorial in Washington, D.C.; and

WHEREAS, 242 new names of fallen heroes are being added to the National Law Enforcement Officers Memorial this spring, including 135 officers killed in 2016 and 123 officers killed in previous years; and

WHEREAS, the service and sacrifice of all officers killed in the line of duty will be honored during the National Law Enforcement Officers Memorial Fund's 29th Annual Candlelight Vigil, on the evening of May 13, 2017, during National Police Week, which takes place this year on May 14-20; and

WHEREAS, May 15 is designated as Peace Officers Memorial Day, in honor of all fallen officers and their families and U.S. flags should be flown at half-staff;

THEREFORE, BE IT RESOLVED we, the City Council of the City of Sammamish, do hereby proclaim May 14-20, 2017, as: National Police Week in the City of Sammamish and publicly salutes the service of law enforcement officers in our community and in communities across the nation.

Resolution: Appointing Members to the Sammamish Youth Board (R2016-736)

Resolution: Granting Final Plat Approval To The Plat Of Symphony Ridge II (R2017-737)

Resolution: Appointing One Regular Member to the Sammamish Arts Commission (R2017-738)

Bid Award: Sammamish Landing ADA Improvements/ WS Contractors, LLC

Contract: Construction Management Services for Sammamish Landing ADA Improvements/ HDR Inc.

Contract Amendment: Interim Maintenance Director and Maintenance Strategic Plan/Demarche Consulting

Contract Amendment: SE 4th Street Project/Perteet

Approval: May 1, 2017 Study Session Notes

Approval: May 2, 2017 Regular Meeting Minutes

MOTION: Councilmember Hornish moved to approve the Consent Calendar. Councilmember Malchow seconded. Motion carried unanimously 6-0.

Public Hearing

Ordinance: First Reading: Vacating A Portion Of 215th Avenue NE

Andrew Zagars gave the staff report and showed a brief PowerPoint presentation (available on the City's website at www.sammamish.us). This street vacation is a result of roadway changes to the Morning side plat. This is the first reading of the ordinance. No action is being required tonight.

Public Hearing opened at 7:36 pm and closed with no public comment.

~~**Resolution:** Approving Public Benefit Rating System, Current Use Assessment For The Pfaffe Property King County Tax Parcel(S)
No. 2025069108 & 2025069129~~

Unfinished Business

Ordinance: Second Reading, Amending Chapters 21a.15, 21a.45, 21b.15, And 21b.45 Of The Sammamish Municipal Code Pertaining To Permanent And Temporary Signs

Mr. Thomas introduced Mr. Pyle, David Goodman, Management Analyst and Doug McIntyre, Senior Planner.

MOTION: Councilmember Malchow moved to adopt the ordinance to update sign regulations in Chapters 21A.15, 21A.45, 21B.15, and 21B.45 of the Sammamish Municipal Code presented in Exhibit 1 as recommended by the Planning Commission and as amended through City Council deliberation and detailed in Exhibit 2 as items 1 through 14. Councilmember Huckabay seconded the motion.

AMENDMENT: Councilmember Hornish to move amend section SMC 21A.45.070(1) and 21B.45.140(1) Type III limiting the size of signs to 32 square feet if they are located on private property, for a duration of 180 consecutive days. Councilmember Valderrama seconded. Motion carried 4-2 with Councilmembers Keller and Huckabay dissenting.

AMENDMENT: Councilmember Malchow moved to amend this section to say signs can only remain posted for 90 consecutive days. Councilmember Valderrama seconded. Motion failed 3-3 with Councilmember Huckabay, Gerend and Keller dissenting.

AMENDMENT: Councilmember Huckabay moved to limit the duration to two 30-day periods. Councilmember Keller seconded. Motion failed 3-3 with Valderrama, Hornish and Malchow dissenting.

AMENDMENT: Councilmember Keller moved to limit the time to a 45-day period, twice a year. Mayor Gerend seconded. Motion failed 3-3 with Councilmembers Valderrama, Hornish and Malchow dissenting.

Councilmember Valderrama feels there has been no complaints to the Council. He feels they will be limiting free speech for no reason. Councilmember Malchow feels 30 days is too short. Councilmember Hornish does not feel Council should be limiting what can be done on private property.

Mayor Gerend asked if there was any interest in limiting the number of signs for one organization. There was no support for this.

MAIN MOTION: Carried as amended unanimously 6-0 (O2017-426) (see attached list of amendments)

Ordinance: Second Reading: Granting To Zayo Group, LLC, A Nonexclusive Franchise To Install, Construct, Maintain, Repair, And Operate A Broadband Telecommunications System Within The Public Rights-Of-Way; Providing For Severability; And Establishing An Effective Date

Mr. Zagars gave the staff report and asked if Council had any additional questions regarding the franchise agreement. He explained that cities are prohibited from charging a franchise fee for these types of agreements. He also explained that this type of utility impacts the roadways in the same ways that other utility work does and can be managed through right of way permits and limiting hours of constructions, combining projects and other restrictions.

MOTION: Councilmember Hornish moved to approve the ordinance allowing the fiber optic franchise agreement. Councilmember Malchow seconded. Motion carried unanimously 6-0 (O2017-437)

Council recessed from 8:25 pm to 8:34 pm.

New Business

Ordinance: First Reading: Amending Ordinance No. O2016-423, The 2017-2018 City Budget, For The Purpose Of Revising The 2017-2018 Biennial Budget; and the Finance and IT Department Update

Aaron Anton, Finance Director and Chris Gianini gave the staff report and showed a PowerPoint presentation (available on the City's website at www.sammamish.us). This is the first reading of the ordinance, no action is requested. The next meeting for the Finance Committee is Monday, May 22, 2017.

Ordinance: First Reading: Adopting The Sammamish Electrical Code; Amending Title 16, Buildings And Construction, Of The Sammamish Municipal Code By Amending Chapter 16.05, Construction Codes; 16.20, Construction Administrative Code; And 16.25 Building And Property Maintenance Code; Providing For Severability; And Establishing An Effective Date

Mr. Thomas and Kurt Aldworth, Building Official gave the staff report and PowerPoint presentation (available on the City's website at www.sammamish.us). Adoption of these codes is

necessary to bring electrical inspections in-house rather than have them handled by Labor & Industries (L & I). The proposed code is better than the codes L & I are using. This is the first reading of the ordinance. No action is required.

Bid Authorization: 212th Avenue SE Project

Steve Leniszewski and Mr. Zagars gave the staff report and showed a PowerPoint presentation (available on the City's website at www.sammamish.us).

MOTION: Councilmember Hornish moved to sign a contract the JR Hayes for the 212th Way SE Project, in an amount not to exceed \$6,949,715.50 and administer a 10% project construction contingency. Councilmember Huckabay seconded. Motion carried unanimously 6-0.

Council Reports/Committee Reports

Councilmember Huckabay attended the *Influence the Choice* video contest. She asked if the videos are ever showed on Channel 21. She attended the Home Schooling Project at Mary Queen of Peace called the *Labyrinth*.

Councilmember Hornish attended the Eastside Fire & Rescue (EF & R) meeting. He attended the Eastside Transportation Partnership meeting.

Councilmember Malchow announced that City of Sammamish is participating in Eastside Baby Corner's *Diaper Drive*. There will be collection boxes at City Hall and the Farmer's Market.

Deputy Mayor Keller commented on EF & R's contemplation of expanding the ER & R Board. He also reported that all the other partners approved the amendments to the ILA. He attended Sound Cities Association Public Involvement Committee meeting in place of Councilmember Malchow.

Councilmember Valderrama explained that three neighboring cities are looking to consolidate their fire services. He encouraged Council to tie together all the different initiatives the City is undertaking.

Mayor Gerend attended Eastlake High School Video contest. He met with the Planning Commission Chair to discuss their work on neighborhood character. Council received a memo on their work to date.

City Manager Report

Update: Pilot Project Program – Mr. Thomas and Mr. Pyle gave the staff report. Mr. Thomas explained that there is not an application for the Parker Plat (as mentioned in public comment) at this time. He said he will not know if the neighborhood meeting was noticed properly until after the meeting occurs and the applicant turns in the mailing list. If the mailing list is incorrect, they will have to re-notice the meeting.

Mr. Pyle explained the Pilot Program. As part of their review of the update of the critical areas codes in 2012, the Planning Commission recommended a Pilot Program to allow for more flexibility for properties that would be severely affected by the new codes. The Council

approved the Pilot Program with restriction for one application for subdivision using tightlines for drainage and one project using Low Impact Development. The program did not become effective until March 1, 2017. The program can only occur in the No Disturbance Area in the Erosion Hazard Area Near Sensitive Water Bodies area. The Parker Plat meets these requirements.

MOTION: Councilmember Hornish moved to direct staff to prepare an interim development regulation ordinance to eliminate the Pilot Program from the Environmentally Critical Areas regulations for the next Council meeting. Councilmember Huckabay seconded. Motion carried unanimously 6-0.

The Parks Department is looking for feedback from the Council on the Parks, Recreation of Open Space update.

June 27, 2017 meeting will be a joint meeting with the Issaquah School District, to be held from 5:30 pm to 7:00 pm. The Special meeting will begin at 7:00 pm.

July 11, 2017 study session will be held 4:00 pm to 7:00 pm, then travel to Redmond for a 7:30 pm joint meeting.

The meeting was continued until 10:15 pm.

Executive Session – Property Acquisition pursuant to RCW 42.30.110(1)(b)

Council retired to Executive Session at 9:56 and returned at 10:05 pm and took no action.

Meeting adjourned at 10:05 pm

Melonie Anderson, City Clerk

Donald J. Gerend, Mayor

Important Points About this Decision Matrix

- The changes outlined here were made to the code language approved by the Planning Commission on April 6, 2017, not to the code currently in place.
- Code references under “Revised Code Language” reflect draft code in Exhibit 3 of the May 16, 2017 City Council packet materials related to the sign code.
- In some cases, multiple changes were made to certain code sections. In each case, the revised code language reflects the changes made in the previous sections of the matrix. For example, the revised code language in item #3 reflects the changes already made in item #2.

#	Identified Issue	May 9, 2017 Summary	Revised Code Language			
1	<ul style="list-style-type: none"> • Size limits for Type III signs • Duration limits for Type I, II, and III signs 	<ul style="list-style-type: none"> • There was consensus on changing duration for Type II signs to 5 consecutive days • There was consensus on clarifying that the permitted duration for Type I and Type III signs is 180 days per calendar year. • <i>There was not consensus on size limit for Type III signs.</i> 	<u>SMC 21A.45.070(1) and 21B.45.140(1)</u>			
				Non-Commercial Temporary Sign Type I – Placed in Public Right-of-Way (Non-A-Frame)	Non-Commercial Temporary Sign Type II – Placed in Public Right-of-Way (A-Frame)	Non-Commercial Temporary Sign Type III – Private Property (All Sign Types) (1)
			Size Limit	4 sq ft	6 sq ft	16 sq ft if located less than 50 feet from a street property line; 32 sq ft if located 50 feet or more from a street property line
			Height Limit	3 ft above grade	3.5 ft	8 ft
Duration	180 consecutive days <u>per calendar year</u>	2 <u>5</u> consecutive days	180 consecutive days <u>per</u> <u>calendar year</u>			

#	Identified Issue	May 9, 2017 Summary	Revised Code Language
2	Whether to keep the Planning Commission's recommendation to create a 150-foot radius around the center of intersections in which non-commercial temporary signs may not be placed.	There was consensus on removing the 150-foot radius 150-foot radius around the center of intersections in which non-commercial temporary signs may not be placed.	<p style="text-align: center;"><u>SMC 21A.45.070(1) and 21B.45.140(1)</u></p> <p>a) Non-commercial temporary signs may be placed between the sidewalk and the right-of-way line. On roads that only have a shoulder and do not have a sidewalk, non-commercial temporary signs must be placed a minimum of 3 feet from the edge of the asphalt.</p> <p>b) Non-commercial temporary signs shall not be placed in the right-of-way within a 150-foot radius of the center of an intersection.</p> <p>c) The City Engineer, in consultation with the director of public works or their designee, and following review of applicable state and city codes, may approve non-commercial temporary sign placement in the improved portion of the public right-of-way or within a 150-foot radius of the center of an intersection provided that the location and sign characteristics will not present a traffic safety issue.</p> <p>d) <u>b)</u> _____ Non-commercial temporary signs shall not be placed in a manner that negatively affects the health of trees, shrubs, or other landscaping.</p>
3	Whether to keep the Planning Commission's recommendation to prohibit placement of non-commercial temporary signs to the area between the sidewalk and the right-of-way line, including planter strips.	There was consensus on removing the prohibition on prohibit placement of non-commercial temporary signs to the area between the sidewalk and the right-of-way line, including planter strips.	<p style="text-align: center;"><u>SMC 21A.45.070(1) and 21B.45.140(1)</u></p> <p>a) Non-commercial temporary signs may be placed between the sidewalk and the right-of-way line. On roads that only have a shoulder and do not have a sidewalk, non-commercial temporary signs must be placed a minimum of 3 feet from the edge of the asphalt.</p> <p>b) Non-commercial temporary signs shall not be placed in the right-of-way within a 150-foot radius of the center of an intersection.</p> <p>c) The City Engineer, in consultation with the director of public works or their designee, and following review of applicable state and city codes, may approve non-commercial temporary sign placement in the improved portion of the public right-of-way or within a 150-foot radius of the center of an intersection provided that the location and sign characteristics will not present a traffic safety issue.</p> <p>d) <u>b)</u> _____ Non-commercial temporary signs shall not be placed in a manner that negatively affects the health of trees, shrubs, or other landscaping.</p>

#	Identified Issue	May 9, 2017 Summary	Revised Code Language
4	Whether to revise the Planning Commission's recommendation that on roads that only have a shoulder and do not have a sidewalk, non-commercial temporary signs must be placed a minimum of 3 feet from the edge of the asphalt.	There was consensus that the language should be changed to say that non-commercial temporary signs may be placed up to the edge of the asphalt, but the sign may not hang over the asphalt.	<p style="text-align: center;"><u>SMC 21A.45.070(1) and 21B.45.140(1)</u></p> <p>a) Non-commercial temporary signs may be placed between the sidewalk and the right-of-way line. On roads that only have a shoulder and do not have a sidewalk, non-commercial temporary signs must be placed <u>beyond the edge of the asphalt, and may not be placed so that any part of the sign extends over the asphalt, a minimum of 3 feet from the edge of the asphalt.</u></p> <p>b) Non-commercial temporary signs shall not be placed in the right-of-way within a 150-foot radius of the center of an intersection.</p> <p>c) The City Engineer, in consultation with the director of public works or their designee, and following review of applicable state and city codes, may approve non-commercial temporary sign placement in the improved portion of the public right-of-way or within a 150-foot radius of the center of an intersection provided that the location and sign characteristics will not present a traffic safety issue.</p> <p>d) <u>b)</u> Non-commercial temporary signs shall not be placed in a manner that negatively affects the health of trees, shrubs, or other landscaping.</p>
5	Whether to clarify that the prohibition on placement of temporary signs on roundabouts extends to the corners of intersections around the roundabout.	There was consensus that the prohibition on placement of temporary signs on roundabouts extends to the corners of intersections around the roundabout.	<p style="text-align: center;"><u>SMC 21A.45.070 and 21B.45.140</u></p> <p>All temporary signs shall not obstruct sight distances and shall follow the regulations prescribed by Chapter 14.01 SMC, Public Works Standards Adopted, and by SMC 21A.25.220, Sight distance requirements. No temporary signs shall be located within center medians or within roundabouts <u>and the amenity zone along the outside turning edge of a round about</u>, traffic circles, or islands. Temporary signs shall not be illuminated.</p>

#	Identified Issue	May 9, 2017 Summary	Revised Code Language
6	How to amend the Community Banner program, and whether to accept the Planning Commission's recommendation that the program be used only for government speech.	There was consensus to continue operating the Community Banner program as it has been.	<p style="text-align: center;"><u>SMC 21B.45.140(4)(d)</u></p> <p>a) Community banner signs shall only be located on public banner poles erected by the City for that use;</p> <p>b) Letter on such signs shall not be less than 12 inches in height except for lettering associated with sponsor logos;</p> <p>c) Community banner signs shall not be illuminated or have any attention-getting lights; and</p> <p>d) Only City-sponsored events may be advertised using the Community Banner program</p> <p><u>d) Sponsor logos shall be limited to the name and corporate symbol of the sponsor.</u></p>
7	Whether to clarify that sign area for signs contained entirely within a cabinet and mounted on a wall, roof, or monument shall be calculated by measuring the entire front surface area of the cabinet, rather than the entire area.	There was consensus that the code should be amended to clarify that sign area for signs contained entirely within a cabinet and mounted on a wall, roof, or monument shall be calculated by measuring the entire front surface area of the cabinet.	<p style="text-align: center;"><u>21A.45.050(3) and 21B.45.100(1)(d)</u></p> <p>(1) Sign area for nonmonument freestanding signs shall be calculated by determining the total surface area of the sign as viewed from any single vantage point, excluding support structures.</p> <p>(2) Sign area for letters or symbols painted or mounted directly on walls or monument signs or on the sloping portion of a roof shall be calculated by measuring the smallest single rectangle that will enclose the combined letters and symbols.</p> <p>(3) Sign area for signs contained entirely within a cabinet and mounted on a wall, roof, or monument shall be calculated by measuring the <u>entire front surface</u> area of the cabinet.</p>

#	Identified Issue	May 9, 2017 Summary	Revised Code Language					
8	<ul style="list-style-type: none"> Whether to clarify that, although they are listed as prohibited in residential zones, freestanding signs are allowed for Residential Identification Signs, Public Agency Facilities, and Residentially Zoned Property with Nonresidential Use. Whether to remove the restriction that home business signs must be wall signs. 	<ul style="list-style-type: none"> There was consensus that the code should clarify that although they are listed as prohibited in residential zones, freestanding signs are allowed for Residential Identification Signs, Public Agency Facilities, and Residentially Zoned Property with Nonresidential Use. There was consensus that there should be no restriction on the type of sign that a home business may use. 	<u>SMC 21A.45.060</u>					
			Residential Zone	Community Business Zone	Neighborhood Business Zone	Office Zone		
			Freestanding Signs					
			Quantity	X <u>(5)</u>	One per street frontage		One per street frontage	
			Home Business Signs					
			<u>Quantity</u>	<u>One</u>	<u>N/A</u>			
			Maximum Sign Area <u>(7)</u>	6 sq ft	N/A			
			Permanent Residential Development Identification Signs					
			Quantity	Two one-sided signs or one two-sided sign per major entrance				
			Signs on Property with Public Agency Facilities					
			Quantity	2 per Facility	X			
			Sign on Residentially Zoned Property with Nonresidential Use					
			Quantity	2 per Facility	X			
			<p><u>(5) Freestanding signs are allowed in residential zones as home business signs, permanent residential development identification signs, signs on property with public agency facilities, and signs on residentially zoned property with nonresidential use.</u></p> <p><u>(7) Home business signs may only be wall signs.</u></p>					

#	Identified Issue	May 9, 2017 Summary	Revised Code Language																							
9	Whether to allow home business signs to use A-frame signs to advertise their business.	There was consensus in favor of allowing home businesses to use A-frame signs.	<p style="text-align: center;"><u>SMC 21A.45.060(1)</u></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 15%;"></th> <th style="width: 15%;">Residential Zone</th> <th style="width: 15%;">Community Business Zone</th> <th style="width: 15%;">Neighborhood Business Zone</th> <th style="width: 15%;">Office Zone</th> </tr> </thead> <tbody> <tr> <td></td> <td colspan="4" style="text-align: center; background-color: #e0e0e0;">Home Business Signs</td> </tr> <tr> <td>Quantity</td> <td style="text-align: center;">One</td> <td colspan="3" style="text-align: center;">N/A</td> </tr> <tr> <td>Maximum Sign Area <i>(7)(8)</i></td> <td style="text-align: center;">6 sq ft</td> <td colspan="3" style="text-align: center;">N/A</td> </tr> </tbody> </table> <p><i>(7) Home business signs may only be wall signs.</i> <i>(8) Home business signs may be wall signs, freestanding signs, or A-frame signs.</i></p>					Residential Zone	Community Business Zone	Neighborhood Business Zone	Office Zone		Home Business Signs				Quantity	One	N/A			Maximum Sign Area <i>(7)(8)</i>	6 sq ft	N/A		
	Residential Zone	Community Business Zone	Neighborhood Business Zone	Office Zone																						
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Quantity	One	N/A																								
Maximum Sign Area <i>(7)(8)</i>	6 sq ft	N/A																								
10	Whether to change or remove the maximum height provisions for permanent residential development identification signs.	There was consensus in favor of increasing the maximum sign height allowed for permanent residential development identification signs from 6 ft to 8 ft per sign.	<p style="text-align: center;"><u>SMC 21A.45.060(1)</u></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 15%;"></th> <th style="width: 15%;">Residential Zone</th> <th style="width: 15%;">Community Business Zone</th> <th style="width: 15%;">Neighborhood Business Zone</th> <th style="width: 15%;">Office Zone</th> </tr> </thead> <tbody> <tr> <td></td> <td colspan="4" style="text-align: center; background-color: #e0e0e0;">Permanent Residential Development Identification Signs</td> </tr> <tr> <td>Maximum Sign Height</td> <td style="text-align: center;">6 8-ft (9)</td> <td colspan="3" style="text-align: center;">N/A</td> </tr> </tbody> </table> <p><i>(9) Applicable only to freestanding signs.</i></p>					Residential Zone	Community Business Zone	Neighborhood Business Zone	Office Zone		Permanent Residential Development Identification Signs				Maximum Sign Height	6 8-ft (9)	N/A							
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Maximum Sign Height	6 8-ft (9)	N/A																								

#	Identified Issue	May 9, 2017 Summary	Revised Code Language				
11	Whether to either eliminate reference to "Signs with an On/Off Operation," or to allow this type of illuminated sign in the CB, NB, and Office Zones?	There was consensus in favor of removing reference to "signs with an on/off operation.	<u>SMC 21A.45.060(2)</u>				
				Residential Zone	Community Business Zone	Neighborhood Business Zone	Office Zone
			Internal Illumination (1)	X	P		
			Indirect Illumination (1)(2)	P			
Signs with an On/Off Operation	X	P		X			
<p><i>(1) The light source for indirectly illuminated signs shall be no farther away from the sign than the height of the sign.</i></p> <p><i>(2) Indirectly illuminated signs shall be arranged so that no direct rays of light are projected from such artificial source into residences or any street right-of-way.</i></p>							

#	Identified Issue	May 9, 2017 Summary	Revised Code Language															
12	Whether to allow one real estate-related sign per private street frontage where one is allowed per public street frontage?	There was consensus in favor of allowing one real estate-related sign per private street frontage where one is allowed per public street frontage.	<p style="text-align: center;"><u>SMC 21A.45.070(4) and 21B.45.140(3)</u></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td colspan="2" style="background-color: #cccccc; text-align: center;">Signs Located on Property with Individual Unit for Sale or Rent</td> </tr> <tr> <td style="width: 20%;">Sign Quantity</td> <td>One per public <u>or private</u> street frontage</td> </tr> <tr> <td>Permitted Location</td> <td>One per public <u>or private</u> street frontage</td> </tr> <tr> <td colspan="2" style="background-color: #cccccc; text-align: center;">Signs on Property with Commercial or Industrial Property for Sale or Rent</td> </tr> <tr> <td>Permitted Location</td> <td>Public <u>or private</u> street frontage</td> </tr> <tr> <td colspan="2" style="background-color: #cccccc; text-align: center;">Signs on Newly Constructed Residential Developments for Sale</td> </tr> <tr> <td>Quantity</td> <td>Public <u>or private</u> street frontage</td> </tr> </table>		Signs Located on Property with Individual Unit for Sale or Rent		Sign Quantity	One per public <u>or private</u> street frontage	Permitted Location	One per public <u>or private</u> street frontage	Signs on Property with Commercial or Industrial Property for Sale or Rent		Permitted Location	Public <u>or private</u> street frontage	Signs on Newly Constructed Residential Developments for Sale		Quantity	Public <u>or private</u> street frontage
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Quantity	Public <u>or private</u> street frontage																	
13	Whether to increase the maximum allowed size for real estate signs off-site of properties with an individual unit for sale and without public street frontage.	There was consensus in favor of increasing the maximum allowed size for real estate signs off-site of properties with an individual unit for sale and without public street frontage from 4 sq ft to 6 sq ft.	<p style="text-align: center;"><u>SMC 21A.45.070(4) and 21B.45.140(3)</u></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td colspan="2" style="background-color: #cccccc; text-align: center;">Signs Located on Property with Individual Unit for Sale or Rent (1)</td> </tr> <tr> <td style="width: 20%;">Sign Quantity</td> <td>One (2)</td> </tr> <tr> <td>Permitted Location</td> <td>Public right-of-way adjacent to the intersection of the primary vehicle entrance to the property and closest public street.</td> </tr> <tr> <td>Permitted Duration</td> <td>Signs shall be removed within five days after closing of the sale, lease or rental of the property.</td> </tr> <tr> <td>Maximum Size Area</td> <td style="text-align: center;"><u>6</u>4 sq ft</td> </tr> </table> <p>(1) Only allowed for properties with a unit for sale or rent that is not located adjacent to a public street.</p> <p>(2) When more than three off-site real estate signs are proposed for a location, the fourth proposed sign owner shall install and make available to other licensed real estate agents a frame, designed to allow for a minimum of six signs to be hung in a stacked fashion, to accommodate multiple signs; Frames installed to hold multiple real estate signs shall not exceed a height of six feet. Off-site signs located on a frame shall individually not exceed a height of one and a half feet, a width of two feet, and an area of three square feet.</p>		Signs Located on Property with Individual Unit for Sale or Rent (1)		Sign Quantity	One (2)	Permitted Location	Public right-of-way adjacent to the intersection of the primary vehicle entrance to the property and closest public street.	Permitted Duration	Signs shall be removed within five days after closing of the sale, lease or rental of the property.	Maximum Size Area	<u>6</u> 4 sq ft				
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Maximum Size Area	<u>6</u> 4 sq ft																	

#	Identified Issue	May 9, 2017 Summary	Revised Code Language							
14	Whether to clarify that portable off-premises residential directional signs for active open houses for sale or rent are subject to the same placement restrictions as other temporary signs as outlined in SMC 21A.45.070.	There was consensus in favor of clarifying that portable off-premises residential directional signs for active open houses for sale or rent are subject to the same placement restrictions as other temporary signs as outlined in SMC 21A.45.070.	<p style="text-align: center;"><u>SMC 21A.45.070(4) and 21B.45.140(3)</u></p> <table border="1" style="margin-left: auto; margin-right: auto;"> <tr> <td colspan="2" data-bbox="1556 345 2483 423" style="text-align: center;">Portable Off-Premises Residential Directional Signs for Active Open Houses for Sale or Rent (3)</td> </tr> <tr> <td data-bbox="1357 423 1556 505">Maximum Sign Area</td> <td data-bbox="1556 423 2483 505" style="text-align: center;">6 sq ft</td> </tr> <tr> <td data-bbox="1357 505 1556 586">Maximum Height</td> <td data-bbox="1556 505 2483 586" style="text-align: center;">42 inches</td> </tr> </table> <p data-bbox="1400 586 2532 685">(3) <i>Such signs shall be permitted only when the agent or seller is in attendance at the property for sale or rent, and may be located on the right of way outside of vehicular and bicycle lanes.</i></p>		Portable Off-Premises Residential Directional Signs for Active Open Houses for Sale or Rent (3)		Maximum Sign Area	6 sq ft	Maximum Height	42 inches
Portable Off-Premises Residential Directional Signs for Active Open Houses for Sale or Rent (3)										
Maximum Sign Area	6 sq ft									
Maximum Height	42 inches									

COUNCIL  *MINUTES*

Special Meeting
May 22, 2017

Mayor Don Gerend called the special meeting of the Sammamish City Council to order at 6:00 pm.

Councilmembers present:

Mayor Don Gerend
Deputy Mayor Bob Keller
Councilmember Tom Hornish
Councilmember Kathy Huckabay (arrived 6:15 pm)
Councilmember Christie Malchow
Councilmember Tom Odell
Councilmember Ramiro Valderrama

Staff present:

Lyman Howard, City Manager
Jeff Thomas, Community Development Director
David Pyle, Deputy Director Community Development
Mike Kenyon, City Attorney
Melonie Anderson, City Clerk

Roll Call/Pledge of Allegiance

Roll was called. Councilmember Odell led the pledge.

Approval of Agenda

MOTION: Councilmember Valderrama moved to approve the agenda. Councilmember Malchow seconded. Motion carried unanimously 6-0.

Executive Session – Potential Litigation pursuant to RCW 42.30.110(1)(i)

Council retired to Executive Session at 6:04 pm and returned at 6:17 pm.

Public Comment - None

Public Hearing - None

Unfinished Business - None

New Business

Ordinance: Adopting Interim Development Regulations As Authorized By The Growth Management Act Relating To The Pilot Program In The Erosion Hazards Near Sensitive Water Bodies Overlay; Providing For Severability; And Declaring An Emergency

Jeff Thomas, Director of Community Development and David Pyle, Deputy Director of Community Development, gave the staff report. Mr. Thomas explained that the Pilot Program was adopted as part of the Shoreline Master Plan, which became effective March 1, 2017. The program has not been used. Based on Council direction at the May 16, 2017, Council meeting, staff developed the proposed ordinance that would impose interim regulations on the Pilot Project for six months. Adoption of the emergency ordinance will require a public hearing. Staff is suggesting that the public hearing occur on July 18, 2017.

Councilmember Valderrama would like to see a two-step process for application for development in this area; first determine what types of projects should be done and then, perhaps, a lottery method for allotting the permits. Councilmember Hornish would like to see how NPDES regulations would affect development in the overlay area. How do Low Impact Development regulations affect this type of development and how are other cities dealing with this? The zoning of these areas should be reevaluated based on newer science.

MOTION: Deputy Mayor Keller to approve the proposed ordinance, as amended by the City Attorney and sent to the City Council earlier today, declaring an emergency, adopting interim development regulations removing the Erosion Hazards Near Sensitive Water Bodies Overlay No Disturbance Area Pilot Program from Sammamish Municipal Code 21A50.225 as detailed in Attached A of the ordinance and setting the matter for further discussion at a public hearing on July 18, 2017. Councilmember Malchow seconded. Motion carried unanimously 6-1 with Mayor Gerend dissenting (O2017-438).

As part of the full legislative review of this matter to adopt permanent regulations, the City Council directs staff, during the next six months, to research and evaluate other possible examples, metrics and/or standards which may assist staff in drafting proposed permanent regulations, the Planning Commission in formulating recommendations and City Council in making a final decision.

Mayor Gerend feels that the pilot program was thoroughly vetted previously. He thinks that this would be an unwise use of staff, Council and Planning Commission when there is probably only one project that would be permitted under the Pilot Program.

Deputy Mayor Keller feels that the staff should develop the framework of what should be sent to the Planning Commission to reassess.

Meeting adjourned at 7:22 pm

Melonie Anderson, City Clerk

Donald J. Gerend, Mayor



Meeting Date: June 6, 2017

Date Submitted: 5/24/2017

Originating Department: Community Development

Clearances:

- | | | |
|--|---|--|
| <input checked="" type="checkbox"/> Attorney | <input checked="" type="checkbox"/> Community Development | <input type="checkbox"/> Public Safety |
| <input type="checkbox"/> Admin Services | <input type="checkbox"/> Finance & IT | <input type="checkbox"/> Public Works |
| <input checked="" type="checkbox"/> City Manager | <input type="checkbox"/> Parks & Recreation | |

Subject: Public Hearing and Resolution for the Pfaffe Property at 20012 NE 39TH Lane, Sammamish. The property owner, Alexander Pfaffe, has requested a portion of his property to be reclassified as permanent open space and be included in King County's Public Benefit Rating System (PBRs) program.

Action Required: Conduct a Public Hearing and forward a recommendation via Resolution to the King County Council Transportation, Economy, and Environment Committee for final decision.

Exhibits:

1. Resolution
2. Site Map
3. PBRs Application
4. King County Staff Report and Recommendation

Budget: N/A

Summary Statement:

An application by Alexander Pfaffe to enroll a portion of his property in King County's Public Benefit Rating System (PBRs) program as authorized under RCW 84.34 and KCC 20.36. Mr. Pfaffe owns two contiguous parcels totaling 7 acres, one of which is developed with an existing single-family residence. The property is located at 20012 NE 39TH Lane and is identified as King County Assessor Parcel's #2025069108, #2025069129. The application is processed and approved by King County, although it is required that the Sammamish City Council's review and approval as an act of affirmation through Resolution (Exhibit 1) in accordance with RCW 84.34.041(2).

Background:

Alexander Pfaffe (applicant) submitted a request for enrollment into King County's Public Benefit Rating System (PBRs) program pursuant to RCW Chapter 84.34 on October 9, 2016 (Exhibit 3). Mr. Pfaffe is seeking to have the remaining undeveloped portion of his property classified as permanent open space. If approved, the property will receive a lower tax assessment than property that is similarly zoned.

The 7-acre property includes two contiguous parcels, one of which is developed with an existing single-family residence. The existing residence is situated on the northern 3.3-acre parcel (APN #2025069108), and was built in 2012. The southern parcel (APN#2025069129) is undeveloped and is approximately 3.7 acres in area. Coniferous and deciduous trees and understory plants, including invasive species, cover most of the undeveloped portion of the property. Mr. Pfaffe has owned the property since approximately 2007, and it is currently zoned R-4 Residential which permits a maximum density of 4 dwelling units per acre.

The application was forwarded to the City of Sammamish by the King County Council's Transportation, Economy and Environment Committee (King County file no. #E16CT02SM/City file no. PBR2017-00272). In accordance with RCW 84.34.041(2), both granting authorities are required to act on the application before July 1, 2017 in order for the tax reduction to take effect for the 2018 fiscal year. If approved by both granting authorities, an Open Space Taxation Agreement will be produced for the enrolling property later this summer, which must be signed by the Chair of the County Council, the property owners, and then recorded.

The state Open Space Taxation Act, RCW 84.34, provides for assessment practices to reflect current use of property, rather than "highest and best use", as an incentive to property owners to retain large tracts of open space and to provide public access to open space. The Open Space Taxation Act provides for three current use classifications: open space land, farm and agricultural land, and timber land. This open space current use taxation program is implemented in King County through the PBR program, which provides a point system to rate properties.

If land contains one or more open space resources, as defined by the PBR and is enrolled in the PBR, then the King County Assessor will assess the land at "current use" value instead of at its highest and best use. The annual tax reduction ranges from 50 percent to 90 percent for the property enrolled. The PBR lists 20 categories of open space resources that could be generally grouped as recreational, natural or scenic, trail linkage, historic/archaeological, farm/rural, shorelines, or urban open space.

King County's Department of Natural Resources and Parks analyzed the request for a current use assessment and has recommended a portion of the property be enrolled in the Public Benefit PBR program. King County submitted a Preliminary Report to the City of Sammamish on May 2, 2017 and revised on May 24, 2017 regarding the merits of Mr. Pfaffe's application, which has been provided as Exhibit 4.

The Applicants' request is fully analyzed in King County's Preliminary Report. King County recommends that the request be granted due to the character of the property as open space. The Preliminary Report (Exhibit 4) concludes that Applicants' property is entitled to 20 points under the PBR program with a possible credit of 5 additional points by meeting the forest stewardship category. This allows assessment of the eligible open space at 30% of market value, a reduction of 70% in taxable value for the portion of the land enrolled in the program. If the owner meets the conditions for additional credits the assessment could change to a reduction of 80% in taxable value. The appraised value of the property and property taxes collected for 2017 (based on Assessor's information dated 5/24/2017) for the property is reported as:

Assessor's Parcel No.	Land Value	Improvement Value	Total Assessed Value	Tax Applied
2025069108	\$359,000.00	\$779,000.00	\$1,138,000.00	\$11,490.46

2025069129	\$201,000.00	\$0	\$201,000.00	\$2,029.51
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It is important to note that participation in PBRs reduces the appraised land value for that portion of the property enrolled, resulting in a lower taxable value. The applicable tax amounts shown above do not include charges such as: surface water fees (\$225.00 on parcel 9108), noxious weed fees (\$7.92 for both parcels) and conservation fees (\$17.15 for both parcels). The Assessor would continue to assess the ineligible portion of the property at market value. The map attached to the Preliminary Report (Exhibit 4) delineates the eligible portion of the property.

City Council Consideration of a PBRs Application:

The Revised Code of Washington (RCW 84.34) and Washington Administrative Code (WAC 458-30) provide guidance for actions on processing PBRs applications. In determining whether the Pfaffe PBRs application should be approved, the City Council may take notice of the benefits of preserving the current use of the parcels as described in the Preliminary Report (Exhibit 4) and the revenue loss or tax shift that will result from supporting the proposal. In accordance with RCW 84.34.041(2), the Sammamish City Council may approve the application in whole or in part, or may deny the application.

Financial Impact:

The total tax applied for both properties in 2017 was reported as \$13,519.97. Based on an eligible 70 percent reduction to the annual property taxes for the 3.91 acres of candidate land area, the annual property taxes across the two properties would be reduced by approximately \$4,055.99. According to the King County Assessor's Office, the City receives 18.7 percent of this amount and therefore would receive about \$770 less in annual tax revenue specific to this site's enrollment in the program. If approved the property tax reduction would be effective starting in FY 2018.

Recommended Motions:

Approve the proposed Resolution as an affirmative act as required by RCW 84.34.041(2) supporting King County's Department of Natural Resources and Parks Public Benefit Rating System & Timber Land Programs recommendation for enrollment of the Pfaffe property into the PBRs program.

NOTE: In accordance with RCW 84.34.041(2), under a separate affirmative act, the Metropolitan King County Council's Transportation, Economy and Environment Committee will hold a second public hearing for this request for enrollment to the PBRs program on June 20, 2017.

**CITY OF SAMMAMISH
WASHINGTON
Resolution No. _____**

**A RESOLUTION OF THE CITY OF SAMMAMISH,
WASHINGTON, APPROVING PUBLIC BENEFIT RATING
SYSTEM, CURRENT USE ASSESSMENT FOR THE
PFAFFE PROPERTY- KING COUNTY TAX PARCEL(S)
NO. 2025069108 & 2025069129**

WHEREAS, Alexander Pfaffe applied to the King County Department of Natural Resources and Parks on October 19, 2016 for a current use assessment of their property located at 20012 NE 39TH Lane (APN #2025069108, 2025069129) in the City of Sammamish; and

WHEREAS, pursuant to The Washington State Open Space Taxation Act, RCW 84.34 and WAC 458-30, provides for assessment practices to reflect current use of property, rather than “highest and best use,” as an incentive to property owners to retain large tracts of open space and to provide public access to open space; and

WHEREAS, pursuant to WAC 458-30 this open space current use taxation program is implemented in King County through the Public Benefit Rating System (PBRs), which provides a point system to rate properties; and

WHEREAS, WAC 458-30 State law directs that, after a public hearing, both the King County Council and the Sammamish City Council shall consider and act upon an application for property in Sammamish to the PBRs within six months; and

WHEREAS, King County has provided a staff report (File Number E16CT027SM) received by the City of Sammamish on May 24, 2017 evaluating said request for Property Enrollment in the Public Benefit Rating System (PBRs) and is recommending approval; and

WHEREAS, a public hearing on this application was held by the City of Sammamish City Council on June 6, 2017; and

WHEREAS, the City Council desires to approve the Public Benefit Rating System, Current Use Assessment for the Pfaffe property subject to the conditions as recommended in King County’s Department of Natural Resources and Parks Staff Report; and

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF
SAMMAMISH, WASHINGTON, DO RESOLVE AS FOLLOWS:**

Section 1. Adoption of King County's Recommendation. The City Council hereby adopts the findings, conclusions and recommendation of the King County Department of Natural Resources and Parks Water and Land Resources Division received on May 24, 2017 for the Pfaffe property Public Benefit Rating System, Current Use Assessment request identified as King County Tax Parcel(s) #2025069108, #2025069129 in the City of Sammamish.

Section 2. Grant of Approval. The City Council hereby approves the Public Benefit Rating System, Current Use Assessment request by Alexander Pfaffe and authorizes filing of the approval with the Metropolitan King County Council Transportation, Economy and Environment Committee for the second public hearing.

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

**PASSED BY THE CITY COUNCIL AT A REGULAR MEETING
THEREOF ON THE ___ DAY OF JUNE, 2017.**

CITY OF SAMMAMISH

Mayor Don Gerend

ATTEST/AUTHENTICATED:

Melonie Anderson, City Clerk

Approved as to form:

Michael Kenyon, City Attorney

Exhibit 1

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

CERTIFIED COPY

I, Melonie Anderson, City Clerk for the City of Sammamish, WA, do certify that this is a true and correct copy of the original on file with the City.

DATED this ____ day of June, 2017

Melonie Anderson, City Clerk

Pfaffe Property - 20012 NE 39TH Lane



Exhibit 2

The information included on this map has been compiled by King County staff from a variety of sources and is subject to change without notice. King County makes no representations or warranties, express or implied, as to accuracy, completeness, timeliness, or rights to the use of such information. This document is not intended for use as a survey product. King County shall not be liable for any general, special, indirect, incidental, or consequential damages including, but not limited to, lost revenues or lost profits resulting from the use or misuse of the information contained on this map. Any sale of this map or information on this map is prohibited except by written permission of King County.

Date: 5/1/2017

Notes:



 **King County**
GIS CENTER

Exhibit 3



King County

Water and Land Resources Division

Department of Natural Resources and Parks
King Street Center
201 South Jackson Street, Suite 600
Seattle, WA 98104-3855
206-477-4800 Fax 206-296-0192
TTY Relay: 711

RECEIVED
FEB 07 2017
CITY OF SAMMAMISH

February 2, 2017

Lyman Howard, City Manager
City of Sammamish
801 228th Avenue SE
Sammamish, WA 98075

RE: Public Benefit Rating System Applications - File #E16CT027SM (Pfaffe)

Dear Mr. Howard,

Enclosed please find a copy of an application to the Public Benefit Rating System (PBRs). This application is being forwarded to you as required by the Revised Code of Washington (RCW 84.34.037) for an evaluation and recommendation by the City of Sammamish.

For a property located within an incorporated area, RCW 84.34.037(1) states an application for PBRs "shall be acted upon [after a public hearing] by: (a) A granting authority composed of three members of the county legislative body and three members of the city legislative body in which the land is located in a meeting where members may be physically absent but participating through telephonic connection; or (b) separate affirmative acts by both the county and city legislative bodies where both bodies affirm the entirety of an application without modification or both bodies affirm an application with identical modifications." Historically this approval process has been achieved by separate hearings by both the city and county councils.

For a property enrolling in PBRs, the hearing process and the other steps listed below must occur.

- Review of the application by county and city staff
- Conduct scheduled site visit for resource/property analysis
- Prepare report/recommendation (applicant, city and assessor receive a copy)
- Present report and comments at scheduled public hearing held before the city council
- Present report and comments at scheduled public hearing held before the Metropolitan King County Council Transportation, Economy and Environment Committee (*approval from both Granting Authorities is needed to enroll a property located within a city*)
- Open Space Taxation Agreement prepared by PBRs staff
- Agreement signed by Chair of County Council and sent to landowner(s) for signature
- Agreement recorded by the Department of Assessments with the King County Records, Elections and Licensing Services Division (copy sent to owner and city)

Exhibit 3

Mr. Howard
February 6, 2015
Page 2

This approval process must be completed by June 30, 2017 and I look forward to working with the city throughout the process.

Thank you for the assistance.

Sincerely,



Megan Kim
(206) 477-4788
PBRS Program Analyst
Rural and Regional Services Section

Enclosures

cc: Jeffrey Thomas, Director of Community Development

AFFIRMATION

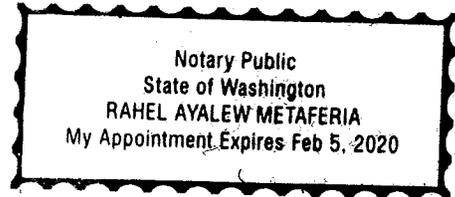
As owner(s) of the land described above, I hereby indicate by my signature that I am aware of the potential tax liability involved when the land ceases to be classified under the provisions of Chapter 84.34 RCW. I also declare under the penalties for false swearing that this application and any accompanying documents have been examined by me and to the best of my knowledge it is a true, correct, and complete statement.

The agreement to tax according to use of the property is not a contract and can be annulled or canceled at any time by the Legislature (RCW 84.34.070).

Alex Pfafke
Print Name

[Signature]
Signature

State of Washington
County of King



Subscribed and affirmed to before me this 12 day of October, 2016

[Signature]
Notary's Signature

Feb 5 2020
My Appointment Expires

Statement Of Additional Tax, Interest, And Penalty Due Upon Removal Of Classification

1. Upon removal of classification, an additional tax shall be imposed which shall be due and payable to the county treasurer 30 days after removal or upon sale or transfer, unless the new owner has signed the Notice of Continuance. The additional tax shall be the sum of the following:
 - (a) The difference between the property tax paid as "Open Space Land" and the amount of property tax otherwise due and payable for the last seven years had the land not been so classified; plus
 - (b) Interest upon the amounts of the difference (a), paid at the same statutory rate charged on delinquent property taxes.

Exhibit 3

- (c) A penalty of 20% shall be applied to the additional tax if the classified land is applied to some other use except through compliance with the property owner's request for withdrawal process, or except as a result of those conditions listed in (2) below.
2. The additional tax, interest, and penalty specified in (1) above shall not be imposed if removal resulted solely from:
- (a) Transfer to a government entity in exchange for other land located within the State of Washington.
 - (b) A taking through the exercise of the power of eminent domain, or sale or transfer to an entity having the power of eminent domain in anticipation of the exercise of such power.
 - (c) A natural disaster such as a flood, windstorm, earthquake, or other such calamity rather than by virtue of the act of the landowner changing the use of such property.
 - (d) Official action by an agency of the State of Washington or by the county or city where the land is located disallows the present use of such land.
 - (e) Transfer of land to a church when such land would qualify for exemption pursuant to RCW 84.36.020.
 - (f) Acquisition of property interests by State agencies or agencies or organizations qualified under RCW 84.34.210 and 64.04.130 (See RCW 84.34.108(6)(f)).
 - (g) Removal of land classified as farm and agricultural land under RCW 84.34.020(2)(e) (farm homesite).
 - (h) Removal of land from classification after enactment of a statutory exemption that qualifies the land for exemption and receipt of notice from the owner to remove the land from classification.
 - (i) The creation, sale, or transfer of forestry riparian easements under RCW 76.13.120.
 - (j) The creation, sale, or transfer of a fee interest or a conservation easement for the riparian open space program under RCW 76.09.040.
 - (k) The sale or transfer of land within two years after the death of the owner of at least a fifty percent interest in the land if the land has been assessed and valued as designated forest land under chapter 84.33 RCW, or classified under this chapter 84.34 RCW continuously since 1993. The date of death shown on a death certificate is the date used.
 - (l) The discovery that the land was classified in error through no fault of the owner.

I. GENERAL

- A. Describe all present and proposed uses within the PBRS area (**participating area**). Uses might include enjoyment of paths/trails, bird watching, forestry, farm activities or simply staying out of the open space. Please attach additional sheets if necessary.

_The PBRS area is reserved to remain in its current natural state. Existing trees are preserved. The area is currently a corridor for deer, coyote, lynx, bear and other wildlife.

B. Describe all existing improvements on the property (**excluded area**). This would include home, driveway, road, drainage system, well, yard, landscaping, garden and other personal-use areas. Please attach additional sheets if necessary.

There is an existing underground sewer, water and drainage line in the area.

C. Describe all potential or planned improvements and where they might be located on the property. Excluding an area now that might be later developed, such as a future home site, should be considered, but is not required. Please attach additional sheets if necessary.

I will continue to eliminate Black berry, Scotch broom and other invasive species encroachment.

D. Is the land subject to lease or other agreements (such as CCR's, utility, natural or native growth protection, conservation, trail, or road easement) that may limit the property's use or development?

Yes X No _____

If "yes", then what type of lease/agreement/easement is it? Some area has an SASA easement

Please attach copies of all leases, options, easements or any other such agreements.

II. RESOURCE INVENTORY/PBRS Categories

Property may receive points as indicated for an open space resource or bonus category listed below. On page A-7, please provide justification for each category requested (refer to the *Public Benefit Rating System Resource Information* document found at www.kingcounty.gov/incentives).

Exhibit 3

Open Space Resources

- 1. Public recreation area - 5 points
- 2. **Aquifer protection area - 5 points - X**
- 3. **Buffer to public or current use classified land - 3 points - X**
- 4. Equestrian-pedestrian-bicycle trail linkage - 35 points
- 5. Active trail linkage - 15 or 25 points
- 6. Farm and agricultural conservation land - 5 points
- 7. Forest stewardship land - 5 points
- 8. Historic landmark or archaeological site: buffer to a designated site - 3 points
- 9. Historic landmark or archaeological site: designated site - 5 points
- 10. Historic landmark or archaeological site: eligible site - 3 points
- 11. Rural open space - 5 points
- 12. Rural stewardship land - 5 points
- 13. **Scenic resource, viewpoint or view corridor - 5 points - X** *look*
- 14. Significant plant or ecological site - 5 points
- 15. Significant wildlife or salmonid habitat - 5 points
- 16. **Special animal site - 3 points - X**
- 17. **Surface water quality buffer - 5 points - X**
- 18. **Urban open space - 5 points - X**
- 19. **Watershed protection area - 5 points - X**

31 _____ = total open space resource points

Bonus Categories

- 1. **Resource restoration - 5 points - X**
- 2. Additional surface water quality buffer - 3 or 5 points
- 3. **Contiguous parcels under separate ownership – minimal 2 points - X**
- 4. Conservation easement or historic easement - 15 points
- 5. Public access – points depend on type and frequency of access allowed
 - _____ *Unlimited public access - 5 points*
 - _____ *Limited public access because of resource sensitivity - 5 points*
 - _____ *Environmental education access - 5 points*
 - _____ *Seasonally limited public access - 3 points*
 - _____ *None or members only - 0 points*
- 6. Easement and access - 35 points

7 _____ = total bonus category points

38 _____ = Total of open space resource and bonus category points results in a Public Benefit Rating (see valuation schedule on page A-6)

If public access points are requested, please list the user group(s) presently allowed access to the property. For what purpose does the public use the property? Please attach documentation that supports this type of use, such as letters from user groups. **For a property to be eligible, the owner must demonstrate that the property is open to public access and is used by the public.**

N/A

If proposing public access, describe how the land can be reached. Are there private or public roads to the site? Are there any restrictions, such as an easement or physical barriers, which would inhibit public access? Are there any specific restrictions you think are necessary, such as hours, seasons, activities?

III. Estimate of Percentage Reduction (for your information only)

Please remember county/city staff will review your application and an approval/decision will be made by the granting authority. When estimating the actual effect on your property's valuation and your tax bill, please remember your assessment as openspace/current use land will be calculated **only on the land value of the portion of the property enrolled**. *The property will still be assessed at "highest and best use" rates for the residence/improvements and for other non-enrolled open-space land.*

 31 Open space resource points

 7 Bonus category points

 38 = Total of points, resulting in a Public Benefit Rating

VALUATION SCHEDULE

<u>Public Benefit Rating</u>	<u>Assessed Value Reduction</u>	<u>Current Use Value</u>
0 - 4 points	0 %	100 % of Market Value
5 - 10 points	50 %	50 % of Market Value
11 - 15 points	60 %	40 % of Market Value
16 - 20 points	70 %	30 % of Market Value
21 - 34 points	80 %	20 % of Market Value
35 - 52 points	90 %	10 % of Market Value

IV. RESOURCE CATEGORY JUSTIFICATION

In the space provided, please explain why credit should be awarded for each category marked on page A-5. If additional space is needed, please use a separate sheet of paper and attach it to back of the application.

Exhibit 3

B2 Aquifer protection – see attached map. Property contains SASA easement and is feeding several local creeks leading into Lake Sammamish providing water to native trees and plants. _____

B3 Buffer - Property is adjacent to several tracts on the North side and a corridor for animals to other tracts nearby. Tract border is about 500 feet in length. _____

B13 Scenic resource – property contributes to the characteristic undisturbed forest views for all properties across the lake and anyone on the lake. See photo in attachment. _____

B16 Special Animal Site - Sensitive Area Easement on 50% of property see attachment. The property has a permanent herd of deer and other visiting mammals including coyote, bear and bobcat. _____

B17 Surface water quality buffer – The property is adjacent to creeks and protects wetland and native plants. _____

B18 Urban open space – Land preserves and enhances streams, natural resources, wetlands and wildlife corridors. _____

B19 Watershed protection – 65% of the property is forest and contains infiltrations systems to reduce surface runoff that would affect the lake.

C1 Restored from an impenetrable solid carpet of black berry to mixed grass land/forest. Now a migration corridor for bear, bobcat, coyote, fox, deer. Also now serves as a breeding and hunting ground for owls, bats and hawks.

C3 Two parcels. I bought 2 parcels for the purpose of ensuring a contiguous corridor with surrounding properties/tracts

Exhibit 3

B-2 Aquifer protection and Sensitive area overlap with PBRs region in question

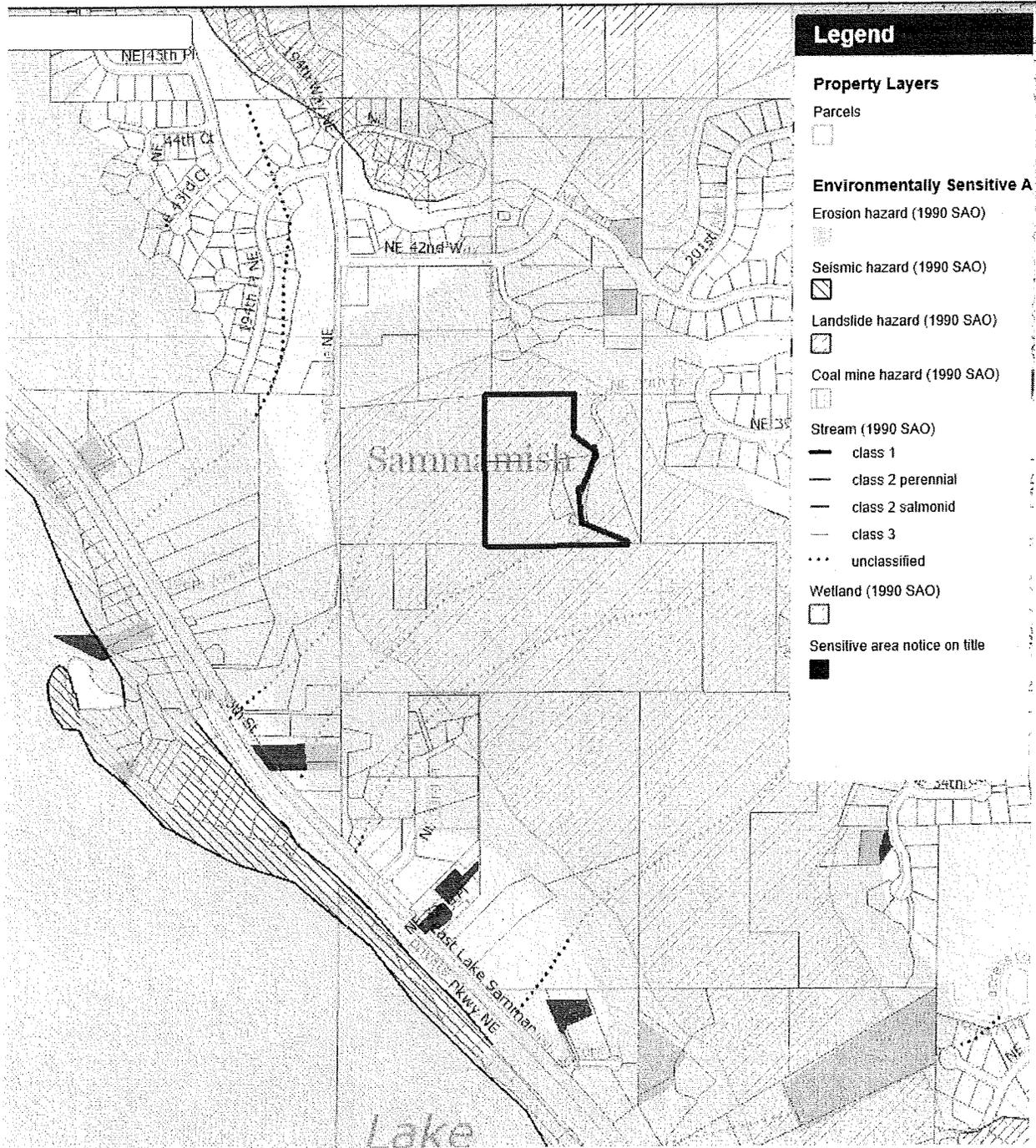


Exhibit 3

B-17 Native plant species on site:

Firs, Madrone, Ferns, Maples.

Exhibit 3

B-18, C-1 Wildlife at site: Deer, Coyote, Bear



Exhibit 3

Pre-restoration – the lot was a solid carpet of blackberry bushes



SHORT PLAT NO. S92S0070 KING COUNTY, WASHINGTON

DEDICATION: KNOW ALL PEOPLE BY THESE PRESENTS that we, the undersigned owners of interest in the land hereby short subdivided, hereby dedicate the short plat to be the public use of the King County...

Further, the undersigned owners of the land hereby short subdivided agree for themselves, their heirs and assigns and any person or entity deriving title from the undersigned, any and all claims for damages...

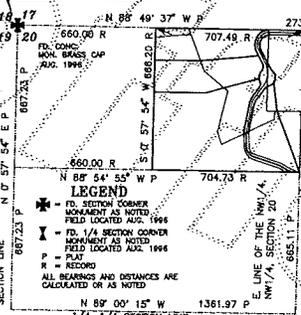
IN WITNESS WHEREOF we have hereunto set our hands and seals. Name PHILIP KIRK Name ELIZABETH KIRK

I certify that I know or have satisfactory evidence that signed this instrument and acknowledged it to be (his/hers) that and voluntary act for the uses and purposes mentioned in the instrument.

NAME: Signature of Notary Public: Date: My appointment expires: State of Washington County of King

RECORDER'S CERTIFICATE: Filed for record this 15th day of January, 1999. In book 119-0146 at page 114 of the request of GARY VAN NESS

APPROVALS: DEPARTMENT OF DEVELOPMENT AND ENVIRONMENTAL SERVICES Examined and approved this 15th day of January, 1999. Manager, Land Use Services Division



1/4, 1/4 SECTION LINE SECTION BREAK DOWN AND BASIS OF BEARINGS NW 1/4 OF NW 1/4 OF SEC. 20, T25N, R16E PER TIMBERLINE No. 1 FILED IN VOL. 118, PG. 13, OF PLATS.

NOTES: RESTRICTIONS FOR SENSITIVE AREA NETWORK AREAS DEDICATION OF A SENSITIVE AREA NETWORK CONVEYS TO THE PUBLIC A BENEFICIAL INTEREST IN THE LAND WITHIN THE NETWORK AREA...

DRAINAGE EASEMENT 'A': DRAINAGE EASEMENT 'A' IS A PRIVATE DRAINAGE EASEMENT SERVING LOTS 1 AND 2 FOR THE PURPOSE OF CONVEYING STORM WATER TO THE FACILITIES LOCATED ON LOT 3...

DEPARTMENT OF ASSESSMENTS Examined and approved this 18th day of January, 1999. SCOTT NOBLE Assessor Deputy Assessor Account Number 2025069108

EASEMENTS OF RECORD: SUBJECT TO AN EASEMENT FOR INTEREST, EGRESS AND UTILITIES AS RECORDED UNDER A.F. No. 830820000 AS SURVEYED AND RECORDED UNDER AUDITORS FILE No. 871170055 (NEW ACCESS RD. TRAIL PLAT)...

LEGAL DESCRIPTION: LOT 1 OF KING COUNTY BOUNDARY LINE ADJUSTMENT LOT 100A, RECORDED UNDER RECORDING NUMBER 9801159011, RECORDS OF KING COUNTY WASHINGTON.

DRAINAGE EASEMENT 'B': DRAINAGE EASEMENT 'B' IS A PRIVATE DRAINAGE EASEMENT SERVING LOTS 1, 2, 3 AND 4 FOR THE PURPOSE OF CONVEYING STORM WATER TO THE FACILITIES LOCATED ON LOT 5...

UTILITY EASEMENT 'C': UTILITY EASEMENT 'C' IS HEREBY RESERVED FOR AND GRANTED TO PUEBLO BOUND ENERGY, INC. TO PLACE, INSTALL, MAINTAIN, OPERATE AND REPAIR UNDERGROUND CONDUITS, CABLES AND WIRES...

LAND SURVEYOR'S CERTIFICATE: This Short Plat correctly represents a survey made by me or under my direction in conformance with the requirements of the appropriate State and County Statute and Ordinance in SEPT., 1997.

Table with recording information: RECORDING NO. 9801159011, VOL./PAGE 119. 142, SCALE: 1 inch = 300 ft., PORTION OF N.W. 1/4 of N.W. 1/4, S. 20 T. 25 N. R. 6 E. W. M.

LEGAL DESCRIPTION: LOT 1 OF KING COUNTY BOUNDARY LINE ADJUSTMENT LOT 100A, RECORDED UNDER RECORDING NUMBER 9801159011, RECORDS OF KING COUNTY WASHINGTON. TOGETHER WITH AN EASEMENT FOR INTEREST, EGRESS AND UTILITIES OVER THE NORTH 30 FEET OF LOT 1 OF KING COUNTY BOUNDARY LINE ADJUSTMENT LOT 100A...

DRAINAGE TRACT 'D': TRACT 'D' IS A PRIVATE ROAD, THE TRACT SHALL BE AN UNDIVIDED OWNERSHIP TO THE LOTS IN THIS SHORT PLAT, THE LOT OWNERS OF THIS SHORT PLAT TOGETHER WITH THE OWNERS OF LOT 8 OF KING COUNTY BOUNDARY LINE ADJUSTMENT LOT 100A...

RECORDER'S CERTIFICATE: Filed for record this 15th day of January, 1999. In book 119-0146 at page 114 of the request of GARY VAN NESS. S92S0070, DWN. BY G. L. V. DATE 11-26-97, JOB NO: 681, ACAD FILE: KIRKSP-1, SHEET 1 OF 3.

SHORT PLAT NO. S92S0070
KING COUNTY, WASHINGTON

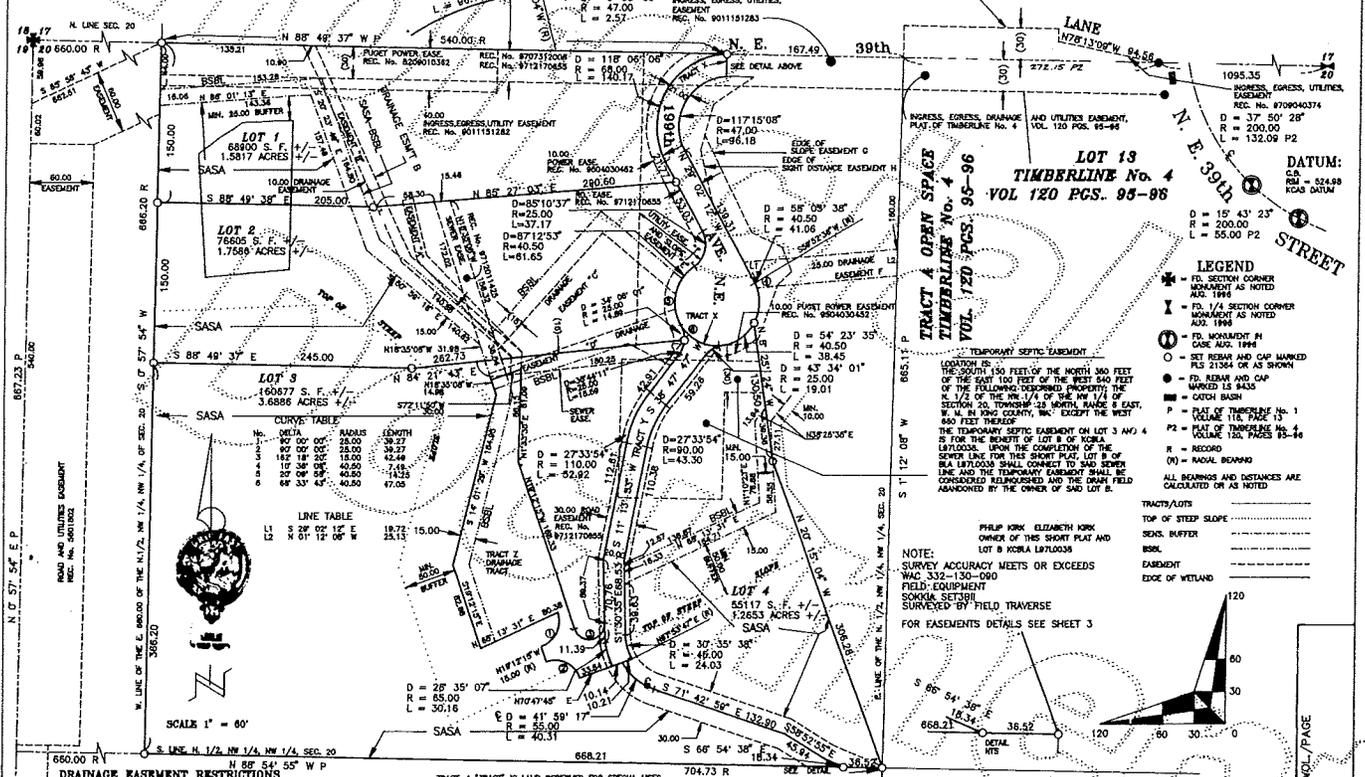
RECORDING NO. **9801159011**
VOL./PAGE **110 142A**

SCALE: 1 inch = 60 ft.

PORTION OF
N.W. 1/4 of N.W. 1/4, S. 20 T. 25 N. R. 6 E. W. 4.

THE HOUSE SYSTEM FOR THIS SHORT PLAT SHALL BE AS FOLLOWS: ADDRESSES SHALL BE ASSIGNED FOR THE NORTH-SOUTH HOUSES WITHIN THE RANGE OF 3400 TO 3800 AND WITHIN THE RANGE OF N/A TO W/A FOR THE EAST-WEST HOUSES. INDIVIDUAL ADDRESSES WILL BE ASSIGNED TO THE PRINCIPAL ENTRANCE OF EACH RESIDENCE OR BUILDING ACCORDING WITH KING COUNTY CODE 16.08.

INGRESS, EGRESS, UTILITIES, AND UTILITY EASEMENT PLAT OF TIMBERLINE MAP VOL 128 PG. 15



CURVE TABLE

NO.	DATA	ANGLE	LENGTH
1	80° 00' 00"	25.00	38.27
2	80° 00' 00"	25.00	38.27
3	187° 18' 30"	15.00	42.48
4	187° 18' 30"	15.00	42.48
5	10° 00' 00"	40.50	14.33
6	10° 00' 00"	40.50	14.33
7	69° 33' 45"	40.50	14.33

LINE TABLE

LINE	BEARING	LENGTH
L1	N 88° 00' 00" E	18.72
L2	N 81° 12' 00" W	15.15

LOT 13
TIMBERLINE No. 4
VOL 120 PGS. 95-98

TRACT A OPEN SPACE
TIMBERLINE No. 4
VOL 120 PGS. 95-96

LOCATION OF THE TEMPORARY SEPTIC EASEMENT ON LOT 3 AND 4 IS FOR THE BENEFIT OF LOT 13 OF KOBRA LAYDOWN. UPON THE COMPLETION OF THE SEWER LINE FOR THIS SHORT PLAT, LOT 13 OF KOBRA LAYDOWN SHALL CONNECT TO SAID SEWER LINE AND THE TEMPORARY EASEMENT SHALL BE CONSIDERED REINVESTED AND THE DRAIN FIELD ADVANCED BY THE OWNER OF SAID LOT 13.

NOTE:
SURVEY ACCURACY MEETS OR EXCEEDS
MAD 332-130-090
FIELD EQUIPMENT
SOKKIA SET391
SURVEYED BY FIELD TRAVERSE
FOR EASEMENTS DETAILS SEE SHEET 3

- LEGEND
- ★ - FD. SECTION CORNER MARKING AS NOTED AUG. 1998
 - ⊙ - FD. 1/4 SECTION CORNER MARKING AS NOTED AUG. 1998
 - - FD. MONUMENT IN CASE AUG. 1998
 - - SET REBAR AND CAP MARKED PLS 21364 OR AS SHOWN
 - - FD. REBAR AND CAP MARKED L3 8433
 - - OTHER MARK
 - P1 - PLAT OF TIMBERLINE No. 1 VOLUME 118 PAGE 13
 - P2 - PLAT OF TIMBERLINE No. 4 VOLUME 120, PAGES 93-96
 - R - RECORD
 - (N) - RADIAL BEARING
- ALL BEARINGS AND DISTANCES ARE CALCULATED OR AS NOTED

DRAINAGE EASEMENT RESTRICTIONS
STRUCTURES, FILLS, OBSTRUCTIONS (INCLUDING BUT NOT LIMITED TO DECKS, PATIOS, OUTWALLS, OR OVERHANGS) SHALL NOT BE PERMITTED BEYOND THE BUILDING SETBACK LINE OR WITHIN THE DRAINAGE EASEMENTS. ADDITIONALLY GRADING AND CONSTRUCTION OF FIELDS SHALL NOT BE ALLOWED WITHIN THE DRAINAGE EASEMENTS SHOWN ON THIS SHORT PLAT MAP UNLESS APPROVED BY KING COUNTY D.E.S. OR ITS SUCCESSION AGENCY.

THE ROAD AND STORM DRAINAGE SYSTEMS SHALL BE CONSTRUCTED ACCORDING TO THE APPROVED PLAN AND PROFILE, PLAN No. 7-8861, 1-6 ON FILE WITH KING COUNTY DEPARTMENT OF METROLOGY AND INTERNATIONAL AIRWAYS (D.M.I.A.), LOT EASEMENT FROM THE APPROVED PLANS WILL REQUIRE WRITTEN APPROVAL FROM THE PROPER AGENCY, OTHERWISE P.3.3.1.

KING COUNTY SHALL HAVE THE RIGHT TO ENTER THE PRIVATE ROADS AND THE DRAINAGE EASEMENTS SHOWN HEREON FOR THE PURPOSE OF OPERATING, MAINTAINING AND REPAIRING THE DRAINAGE FACILITIES CONTAINED THEREIN, IF SO ACCEPTED BY KING COUNTY.

TRACT A "TRACT" IS LAND RESERVED FOR SPECIAL USES SUCH AS OPEN SPACE, SURFACE WATER RETENTION, UTILITIES, OR ACCESS. TRACTS ARE NOT CONSIDERED AS LOTS NOR CONSIDERED AS RESIDENTIAL BUILDING SITES EXCEPT AS ALLOWED UNDER THE LOT CLUSTERING PROVISIONS OF I.C.C. TITLE 21A.

DAVE L. VAY
17181 S.W. 24th St.
Bellevue, WA 98004
TEL: 425-747-9978
FAX: 425-747-9974
PLS #11844



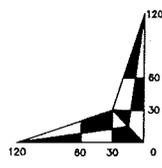
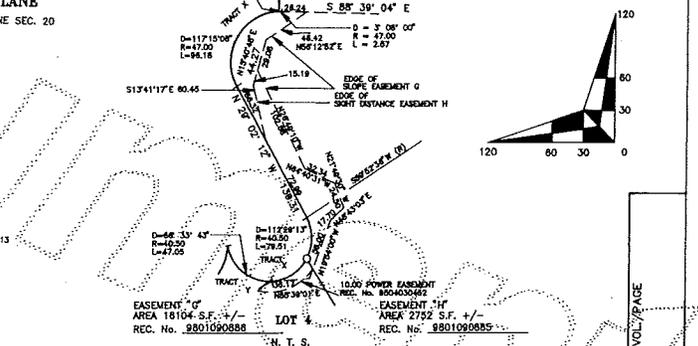
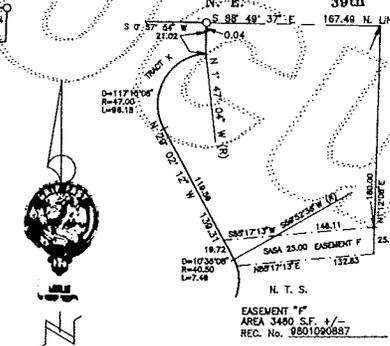
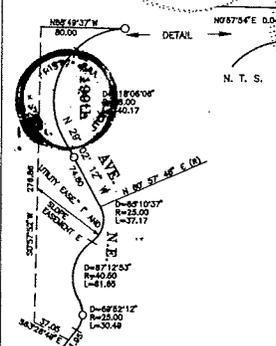
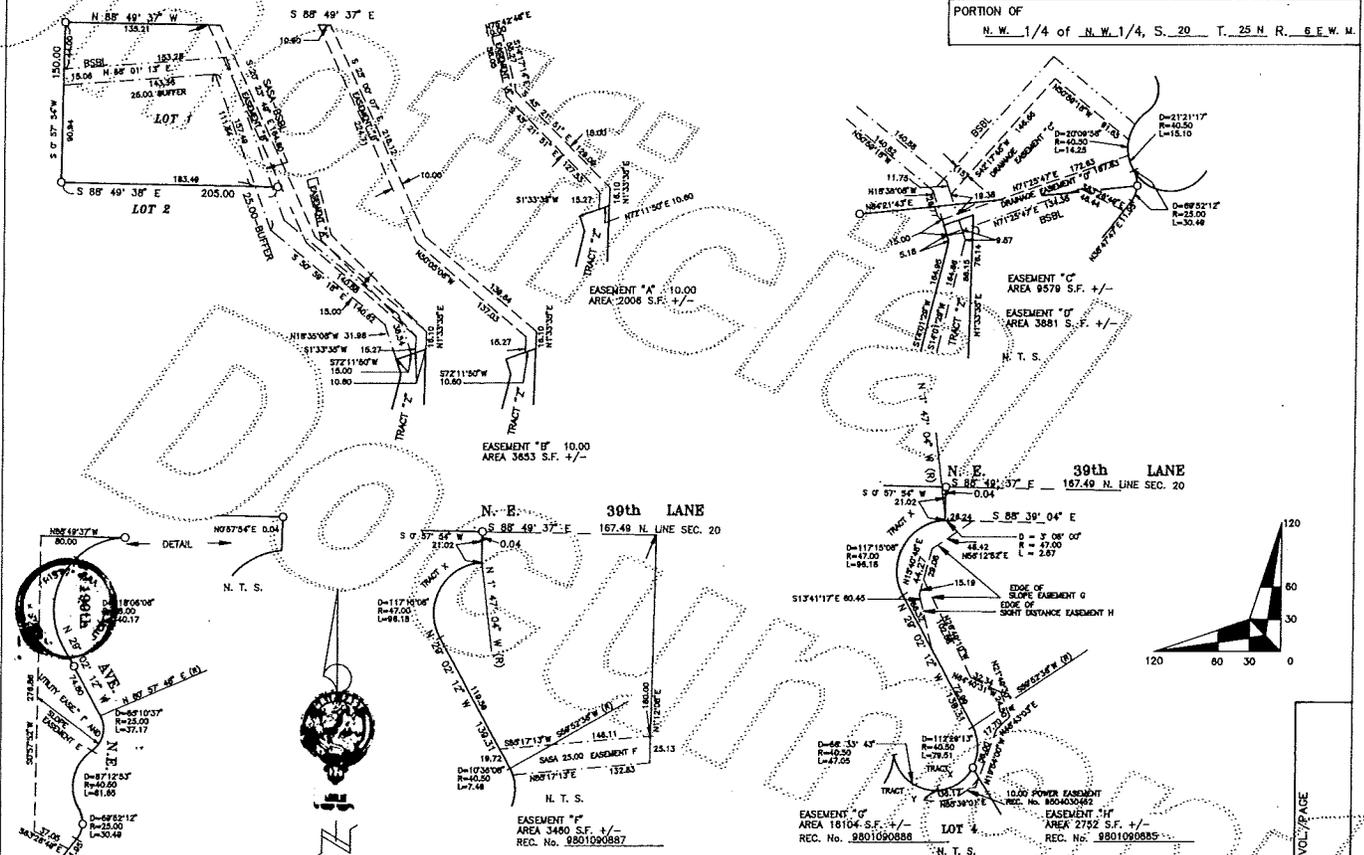
S92S0070

DWN. BY G. L. V. DATE 11-28-97 JOB NO. 681
CHKD. BY OLV SCALE 1" = 60' ACAD FILE: KIRKSP-3
SHEET 2 OF 3



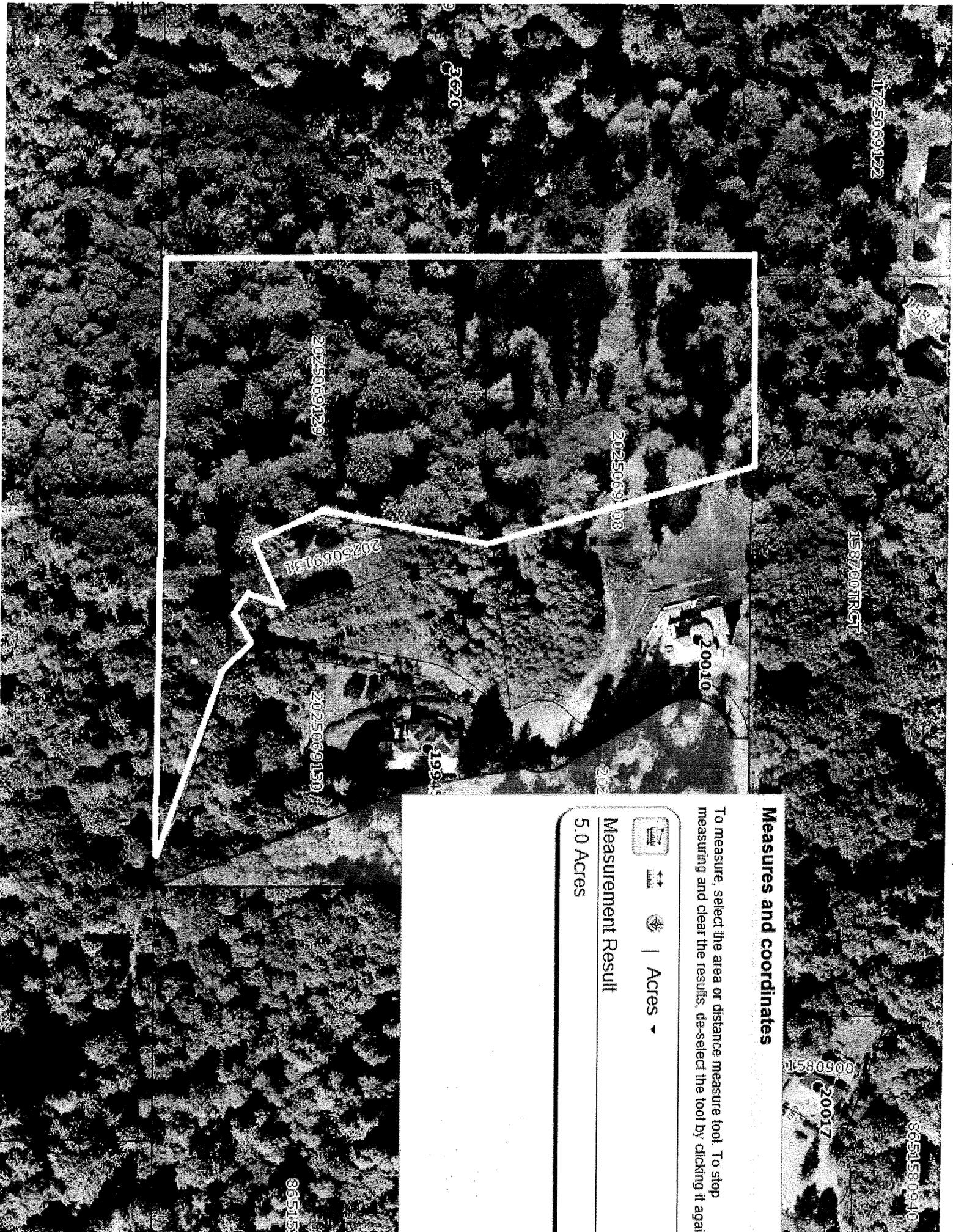
SHORT PLAT NO. 592S0070
KING COUNTY, WASHINGTON

RECORDING NO. 9801159011	VOL./PAGE 119 1420
SCALE: 1 inch = 60 ft.	
PORTION OF N. W. 1/4 of N. W. 1/4, S. 20 T. 25 N. R. 6 E. W. M.	



SCALE 1" = 60'

 GAY L. VAN DYKE & ASSOCIATES 1400 1st Ave. N.W. Seattle, WA 98109 (206) 467-8779 FAX 467-7824 PLS 81884	 KING COUNTY NATIONAL LAND SURVEYORS 1100 1st Ave. N.W. Seattle, WA 98109 (206) 467-7824	S92S0070	
		DWN. BY G. L. V. DATE 11-28-97 JOB NO. 861 ACAD FILE: KIRKSP-4	SCALE 1" = 60' SHEET 3 OF 3



Measures and coordinates

To measure, select the area or distance measure tool. To stop measuring and clear the results, de-select the tool by clicking it again



| Acres ▾

Measurement Result

5.0 Acres

KING COUNTY
DEPARTMENT OF NATURAL RESOURCES AND PARKS
WATER AND LAND RESOURCES DIVISION

RECEIVED BY PERMIT CENTER
MAY 24 2017
CITY OF SAMMAMISH

REVISED Report to the City of Sammamish for Property
Enrollment in the Public Benefit Rating System (PBRs)
May 16, 2017-June 6, 2017

APPLICANT: Alexander Pfaffe

File No. E16CT027SM

A. GENERAL INFORMATION:

1. Owner: Alexander Pfaffe
20012 NE 39th Lane
Sammamish, WA 98074
2. Property location: same as above
3. Zoning: R4
4. STR: NW-20-05-06
5. PBRs categories requested by applicant or *suggested by staff*:

Open space resources

- *Aquifer protection area
Buffer to public or current use classified land
- ***Forest stewardship land*
- *Significant wildlife or salmonid habitat
Scenic resource, viewpoint or view corridor
Special animal site
- *Surface water quality buffer
- *Urban open space
- **Watershed protection area

Bonus categories

- **Resource restoration
- **Additional surface water quality buffer*
Contiguous parcels under separate ownership

NOTE: *Staff recommends credit be awarded for these PBRs categories. **Award of these categories are also possible, but will be dependent upon specific category requirements being met (see resource category discussion under Section E beginning on page 5).

6. Parcel:	202506-9108	202506-9129
Total acreage:	3.34	3.69
Requested PBRs:	2.00	3.00
Home site/excluded area:	2.60	0.52
Recommended PBRs:	0.74*	3.17

NOTE: The attached 2015 aerial map outlines in yellow the parcel boundaries and in blue the areas proposed to be *excluded* from PBRs. The portion recommended for enrollment in PBRs (3.91 acres) is the entire property (7.03 acres) less the excluded areas as measured (3.12 acres). In the event the Assessor's official parcel size is revised, PBRs acreage should be administratively adjusted to reflect that change.

***If the owner implements an approved forest management plan or resource restoration plan which addresses the replanting of 1.00 acres (outlined in green) on the western side of parcel -9108, then the acreage eligible to participate in PBRs would increase to 4.91 acres.**

B. FACTS:

1. Zoning in the vicinity: Properties in the vicinity are zoned R-4, RA10 and RA10SO.
2. Development of the subject property and resource characteristics of open space area: Parcel -9108 contains a single family residence with landscaping, driveway and lawn. Parcel -9129 is undeveloped but includes an area (0.52 acres) that is occasionally maintained/impacted by the City of Sammamish and therefore not eligible for enrollment in PBRs. Most of the open space is a mix of coniferous and deciduous forest with native understory. However, some of the forest on parcel -9108, (1.00 acres outline in green on the attached map) is impacted by invasive species, which the owner has already been working to control and hopefully eradicate. The owner would like to enroll this area as well, which can occur via the implementation of a forest stewardship or resource restoration plan.
3. Site use: The property is used as a single family residence.
4. Access: The property is accessed from NE 39th Lane.
5. Appraised value for 2017 (Based on Assessor's information dated 4/17/2017):

<u>Parcel #202506-9108</u>	<u>Land</u>	<u>Improvements</u>	<u>Total</u>
Assessed value	\$359,000.00	\$779,000.00	\$1,138,000.00
Tax applied*	\$3,624.81	\$7,865.65	\$11,490.46

<u>Parcel #202506-9129</u>	<u>Land</u>	<u>Improvements</u>	<u>Total</u>
Assessed value	\$201,000.00	\$0.00	\$201,000.00
Tax applied*	\$2,021.51 <u>\$2,029.51</u>	\$0.00	\$2,021.51 <u>\$2,029.51</u>

NOTE: Participation in PBRs reduces the **appraised land value** for the **portion** of the property enrolled resulting in a lower taxable value.

*Tax applied amounts do not include charges such as: surface water fees (\$225.00 on -9108), noxious weed fees (\$7.92 for both parcels) and conservation fees (\$17.15 for both parcels).

C. REQUIREMENTS SPECIFIED BY KING COUNTY CODE (KCC):

KCC 20.36.010 Purpose and intent.

It is in the best interest of the county to maintain, preserve, conserve and otherwise continue in existence adequate open space lands for the production of food, fiber and forest crops, and to assure the use and enjoyment of natural resources and scenic beauty for the economic and social well-being of the county and its citizens.

It is the intent of this chapter to implement RCW Chapter 84.34, as amended, by establishing procedures, rules and fees for the consideration of applications for public benefit rating system assessed valuation on "open space land" and for current use assessment on "farm and agricultural land" and "timber land" as those lands are defined in RCW 84.34.020. The provisions of RCW chapter 84.34, and the regulations adopted thereunder shall govern the matters not expressly covered in this chapter.

KCC 20.36.100 Public benefit rating system for open space land – definitions and eligibility.

- A. To be eligible for open space classification under the public benefit rating system, property must contain one or more qualifying open space resources and have at least five points as determined under this section. The department will review each application and recommend award of credit for current use of property that is the subject of the application. In making such recommendation, the department will utilize the point system described in section B. and C. below.
- B. The following open space resources are each eligible for the points indicated:
 - 1. Public recreation area – five points
 - 2. Aquifer protection area – five points
 - 3. Buffer to public or current use classified land – three points
 - 4. Equestrian-pedestrian-bicycle trail linkage – thirty-five points
 - 5. Active trail linkage – fifteen or twenty-five points
 - 6. Farm and agricultural conservation land – five points
 - 7. Forest stewardship land – five points
 - 8. Historic landmark or archaeological site: buffer to a designated site – three points
 - 9. Historic landmark or archaeological site: designated site – five points

10. Historic landmark or archaeological site: eligible site – three points
11. Rural open space – five points
12. Rural stewardship land – five points
13. Scenic resource, viewpoint, or view corridor – five points
14. Significant plant or ecological site – five points
15. Significant wildlife or salmonid habitat – five points
16. Special animal site – three points
17. Surface water quality buffer – five points
18. Urban open space – five points
19. Watershed protection area – five points

C. Property qualifying for an open space category in subsection B. of this section may receive credit for additional points as follows:

1. Resource restoration - five points
2. Additional surface water quality buffer - three or five points
3. Contiguous parcels under separate ownership - two points
4. Conservation easement of historic easement – fifteen points
5. Public access - points dependent on level of access
 - a. Unlimited public access - five points
 - b. Limited public access - sensitive areas - five points
 - c. Environmental education access – three points
 - d. Seasonal limited public access - three points
 - e. None or members only – zero points
6. Easement and access – thirty-five points

D. 2012 COMPREHENSIVE PLAN POLICIES AND TEXT:

E-101 In addition to its regulatory authority, King County should use incentives to protect and restore the natural environment whenever practicable. Incentives should be monitored to determine their effectiveness in terms of protecting natural resources.

NOTE: Monitoring of participating lands is the responsibility of both department PBRs staff and the landowner. This issue is addressed in the Resource Information document (page 4) and detailed below in Recommendation #B12.

E-106 The protection of lands where development would pose hazards to health, property, important ecological functions or environmental quality shall be achieved through acquisition, enhancement, incentive programs and appropriate regulations. The following critical areas are particularly susceptible and shall be protected:

- a. Floodways of 100-year floodplains;
- b. Slopes with a grade of 40 percent or more or landslide hazards that cannot be mitigated;
- c. Wetlands and their protective buffers;
- d. Aquatic areas, including streams, lakes, marine shorelines and their protective buffers;
- e. Channel migration hazard areas;

- f. Critical Aquifer Recharge Areas;
- g. Fish and Wildlife Habitat Conservation Areas; and
- h. Volcanic hazard areas.

E-421 Terrestrial and aquatic habitats should be conserved and enhanced to protect and improve conditions for fish and wildlife.

NOTE: PBRs is an incentive program provided to encourage voluntary protection of open space resources and maintain high quality resource lands.

E-429 King County should provide incentives for private landowners who are seeking to remove invasive plants and noxious weeds and replace them with native plants.

NOTE: Participation in PBRs requires landowners address invasive plant and noxious weed control and removal within enrolled portions of a property. Replacement with native vegetation is also encouraged via the implementation of approved forest stewardship, rural stewardship or resource restoration plans.

E-443 The county should promote voluntary wildlife habitat enhancement projects by private individuals and businesses through educational, active stewardship, and incentive programs.

E-476 King County should identify upland areas of native vegetation that connect wetlands to upland habitats and that connect upland habitats to each other. The county should seek protection of these areas through acquisition, stewardship plans, and incentive programs such as the Public Benefit Rating System and the Transfer of Development Rights Program.

E-504 King County should protect native plant communities by encouraging management and control of nonnative invasive plants, including aquatic plants. Environmentally sound methods of vegetation control should be used to control noxious weeds.

NOTE: Lands participating in PBRs provide valuable resource protection and promote the preservation or enhancement of native vegetation. Addressing nonnative vegetation (invasive plant species), through control and eradication is a PBRs requirement.

E-449 The county shall promote retention of forest cover and significant trees using a mix of regulations, incentives, and technical assistance.

R-605 Well-managed forestry and agriculture practices are encouraged because of their multiple benefits, including natural resource protection.

NOTE: The implementation of an approved forest stewardship, farm management or rural stewardship plan benefits natural resources, such as wildlife habitat, stream buffers and groundwater protection, as well as fosters the preservation of sustainable resources.

E. PBRs CATEGORIES REQUESTED and DEPARTMENT RECOMMENDATIONS:

Open space resources

- Aquifer protection area

To be eligible for this category, a property must have a minimum of one acre of which native plants are dominant that is located within a designated critical aquifer recharge area. This property is not located in an area that is designated as a critical aquifer recharge area therefore credit for this category cannot be recommended.

- Buffer to public or current use classified land

In order to be eligible for this category, the enrolling property must be adjacent to public land or land participating in a current use taxation program (RCW 84.33 or 84.34), which the property is not. The property to the north is privately held by the Chrysalis Estates HOA as an undivided interest which means it is not public land. Additionally, the property is called out as a Sensitive Area Tract and its purpose is for tree retention. It was conveyed when the Chrysalis Estates Plat was recorded in 1999 and the plat notes indicate it is the responsibility of the HOA to maintain, credit for this category cannot be recommended.

- Forest stewardship land

Although credit was not requested for this category, a forest management plan must be provided and approved for a minimum of four contiguous acres of native forest. Currently, there is only 3.91 acres of forest. The owners are working to improve the health and diversity of their forest, which includes the removal of invasive species and restoration of 1.00 acres of parcel -9108 (outlined in green on the attached map). However, they are uncertain if they want to complete this work through an approved and implemented forest stewardship plan or a resource restoration plan. At this time, credit for this category cannot be recommended because a plan has not been provided that would guide the restoration of the 1.00 acres, which would bring the enrolling acreage to 4.91. If a forest stewardship plan is **provided by October 31, 2017, and approved by the department on or before December 29, 2017**, then credit for this category should be awarded administratively. Award of this category may allow forestry activities to occur in the participating open space area. It is the landowner's responsibility to apply for and receive the necessary approvals from the applicable state and local governmental agencies for forestry activities that require a permit or approval, such as clearing and grading. Credit for this category cannot overlap with credit for the resource restoration category.

- Significant wildlife or salmonid habitat

The property contains habitat for numerous wildlife species, including foraging and nesting habitat for the pileated woodpecker, which is listed as a candidate species of concern by the Washington Department of Fish and Wildlife. Upon conducting a site visit, program staff observed evidence of pileated woodpecker activity and determined the forest on the property is of sufficient age and diversity to support the species regular

use of the property. Award of this category is consistent with habitat as defined by KCC 20.36.100, section B.15.a(1). Credit for this category is recommended.

- Scenic resource, viewpoint, or view corridor

In order to be eligible for this category, a property must be a scenic natural resource significant to the character of the county, provide a viewpoint or contribute to a view corridor. The property is not enrolling at least ten acres of open space and is not visible from public rights of way, it would not be considered a scenic resource. Since the general public does not access the property to view a noteworthy natural resource, it would not be considered a viewpoint. The property is not part of a recognized view corridor. Credit for this category cannot be recommended.

- Special animal site

Award of credit for this category requires the property to include or be adjacent to a portion of the county's designated wildlife habitat network, or be identified as an urban natural area by the State's priority habitat and species project. In this case, neither recognized wildlife coverage is identified on the property. Credit for this category cannot be recommended.

- Surface water quality buffer

The property contains a portion an unnamed stream, most likely a type Np stream. As required by the City of Sammamish code, Chapter 21A.50.330, the buffer width required for a type Np stream is 75 feet. In order to be eligible for this category, the participating land must provide a buffer greater than 1.5 times that required, or 112.50 feet in this case. The owners are providing a buffer of native vegetation to the south of this steam that averages approximately 229 feet in width, which is more than three times the buffer required. Credit for this category is recommended.

- Urban open space

The property is located within the City of Sammamish. The enrolling property contains more than one acre of natively vegetated open space. Credit for this category is recommended.

- Watershed protection area

In order to be eligible for this category, the enrolling area must consist of additional native forest cover beyond that required and be at least 65% of the property acreage. At this time, credit for this category cannot be recommended because less than 65% of the property is in native forest cover. **If an approved forest stewardship plan or resource restoration plan is provided by the established deadline and the one acre on parcel -9108 is restored, then credit could be awarded administratively.** By voluntarily enrolling the property in PBRS and not pursuing development or land use that might be allowed under current zoning regulation, the owner is directly contributing to the preservation of forest and open spaces within the city limits. Retention of this urban forest will surpass this category's requirement (if restoration is completed) and promote wildlife habitat, stabilize and enrich existing soils and slow runoff from precipitation, as well as provide many other resource benefits to the surrounding area and City. Once restored, the 4.57 acres of enrolling forest will represent 93% of the property, which exceeds the category requirements and will provide valuable watershed protection benefits.

Bonus categories

- Resource restoration
In order to be awarded credit for this category, a resource restoration plan must be provided and approved. The owners are working to improve the health and diversity of their forest, including needed restoration and invasive species removal in the 1.00 acres outlined in green. At this time, they are uncertain if they want to complete a forest stewardship plan or a resource restoration plan to guide the completion of this work. Credit for this category cannot be recommended because a plan has not been provided. However, if a resource restoration plan is **provided by October 31, 2017, and approved by the department on or before December 29, 2017**, then credit for this category should be awarded administratively. Award of this category may allow restoration activities to occur in the participating open space area. It is the landowner's responsibility to apply for and receive the necessary permits from the applicable state and local governmental agencies for activities that may require a permit or approval, such as clearing or grading. Credit for this category cannot overlap with credit for the forest stewardship land category.
- Additional surface water quality buffer
Although credit for this category was not requested, the property contains a portion an unnamed stream, most likely a type Np stream. As required by the City of Sammamish code, Chapter 21A.50.330, the buffer width required for a type Np stream is 75 feet. In order to be eligible for this category, the participating land must provide a buffer greater than two times that required (or 150 feet) for three points to be awarded or provide a buffer greater than three times that required (or 225 feet) for five points to be awarded. The largest average buffer width being provided is approximately 229 feet on the stream's south side. Credit for this category is recommended.
- Contiguous parcels under separate ownership
Award of this category requires a PBRS application contain multiple parcels and owners applying and enrolling together. This property contains a single parcel and is not enrolling with other parcel owners. Credit for this category cannot be recommended.

NOTE: It is important to note that enrollment in the PBRS program requires the control and removal of invasive plant species. This issue is addressed in the Resource Information document (page 3) and below in Recommendation #B7.

CONCLUSIONS AND RECOMMENDATIONS

A. CONCLUSIONS:

1. Approval of the subject request would be consistent with the specific purpose and intent of KCC 20.36.010.
2. Approval of the subject request would be consistent with policy E-101 of the King County Comprehensive Plan.
3. Of the points recommended, the subject request meets the mandatory criteria of KCC 20.36.100 as indicated:

Open space resources

- Aquifer protection area 0
- Buffer to public or current use classified land 0
- Forest stewardship land *
- Significant wildlife or salmonid habitat 5
- Scenic resource, viewpoint, or view corridor 0
- Special animal site 0
- Surface water quality buffer 5
- Urban open space 5
- Watershed protection area **

Bonus categories

- Resource restoration *
- Additional surface water quality buffer 5
- Contiguous parcels under separate ownership 0

TOTAL 20 points

NOTE: *If credit is awarded for either the forest stewardship land or resource restoration category, then the point total would increase to 25 and the reduction in land assessed value for the portion enrolled would increase 80%. Additionally, the 1.00 acres outlined in green would be eligible to participate in the PBRS program, increasing the acreage eligible for enrollment to 4.91 acres.

**Additionally, credit for this category could also be recommended if credit is awarded for either the forest stewardship land or resource restoration category. The point total would increase to 30 but the reduction in land assessed value for the portion enrolled would remain at 80%.

PUBLIC BENEFIT RATING

For the purpose of taxation, 20 points result in 30% of market value and a 70% reduction in taxable value for the portion of land enrolled.

B. RECOMMENDATION:

APPROVE the request for current use taxation "Open space" classification with a Public Benefit Rating of 20 points, subject to the following requirements:

Requirements for Property Enrolled in the Public Benefit Rating System Current Use Taxation Program

1. Compliance with these requirements is necessary to continue to receive the tax benefits from the King County Public Benefit Rating System (PBRS) current use taxation program for the property enrolled in the program (Property). Failure to abide by these

requirements can result in removal of current use designation and subject the property owner (Owner) to the penalty, tax, and interest provisions of RCW 84.34 and assessment at true and fair value. The County Assessor and the King County Rural and Regional Services Section or its successor may re-evaluate the Property to determine whether removal of the open space designation is appropriate. Removal shall follow the process in RCW 84.34.108.

2. Revisions to these requirements may only occur upon mutual written approval of the Owner and granting authority. These conditions shall apply so long as the Property retains its open space designation. If a conservation easement acceptable to and approved by the City of Sammamish and King County is granted by the Owner or the Owner's successors in interest to the Department of Natural Resources and Parks, King County or a grantee approved by King County, these requirements may be superseded by the terms of such easement, upon written approval by King County.
3. The open space classification for this Property will continue so long as it meets the open space purposes for which it was initially approved. Classification as open space will be removed upon a determination by King County that the Property no longer meets the open space purposes for which it was initially approved. A change in circumstances which diminishes the extent of public benefit from that approved by the City of Sammamish and King County Council in the open space taxation agreement will be cause for removal of the current use assessment classification. It is the Owner's responsibility to notify the Assessor and the King County Rural and Regional Services Section or its successor of a change in circumstance with regard to the Property.
4. When a portion of the open space Property is withdrawn or removed from the program, the King County Rural and Regional Services Section or its successor and the Assessor shall re-evaluate the remaining Property to determine whether it may continue to qualify under the program. If the remaining portion meets the criteria for priority resources, it may continue under current use taxation.
5. Except as provided for in sections 6, 7, 10 and 11 below, no alteration of the open space land or resources shall occur without prior approval by the City of Sammamish and the King County Rural and Regional Services Section or its successor. **Any unapproved alteration may constitute a departure from an approved open space use and be deemed a change of use, and subject the Property to the additional tax, interest, and penalty provisions of RCW 84.34.080.** "Alteration" means any human-induced action that adversely impacts the existing condition of the open space Property or resources including but not limited to the following: *(Walking, horseback riding, passive recreation or actions taken in conjunction with a resource restoration plan, or other similar approved activities are permitted.)*
 - a. erecting structures;
 - b. grading;
 - c. filling;
 - d. dredging;
 - e. channelizing;

- f. modifying land or hydrology for surface water management purposes;
 - g. cutting, pruning, limbing or topping, clearing, planting, introducing, relocating or removing vegetation, however, selective cutting may be permitted for firewood;
 - h. applying herbicides or pesticides or any hazardous or toxic substance;
 - i. discharging pollutants excepting stormwater;
 - j. paving, construction, application of gravel;
 - k. storing of equipment, household supplies, play equipment, or compost;
 - l. engaging in any other activity that adversely impacts the existing vegetation, hydrology, wildlife, wildlife habitat, or other open space resources.
6. Notwithstanding the provisions of Section 5 trees posing a hazard to structures or major roads may be removed. Any trees removed must be replaced.
 7. If an area of the Property becomes or has become infested with noxious weeds, the Owner may be required to submit a control and enhancement plan to the City of Sammamish and the King County Rural and Regional Services Section or its successor in order to remove such weeds. If an area of the Property becomes or has become invaded by non-native species, the Owner may be required to submit, or may voluntarily submit, an enhancement plan to the King County Rural and Regional Services Section or its successor, in order to replace such species with native species or other appropriate vegetation.
 8. There shall be no motorized vehicle driving or parking allowed on the open space Property, except for the purpose of forestry or restoration and in areas of the Property being used as forest stewardship or resource restoration land.
 9. Grazing of livestock is prohibited on the open space Property.
 10. For land designated as forest stewardship land, activities that are consistent with forestry uses and that are consistent with an approved Forest Stewardship Plan for the Property shall be permitted as long as those activities do not cause a significant adverse impact to the resource values of other awarded categories.
 11. Resource restoration must be implemented in a timely manner in accordance with any Resource Restoration Plan that applies to the Property and that has been approved by the PBRS Staff. During plan implementation and for the first 5 years of enrollment, the Owner must submit a yearly monitoring report to PBRS Staff describing the progress and success of the restoration, including photographs. An environmental consultant need not prepare the report.
 12. An owner of property receiving credit for farm and agricultural conservation land, forest stewardship land, or rural stewardship land, all of which require a stewardship or management plan, must annually provide a monitoring report that describes progress of implementing the plan. The owner must submit this report, which must include a brief description of activities taken to implement the plan and photographs from established

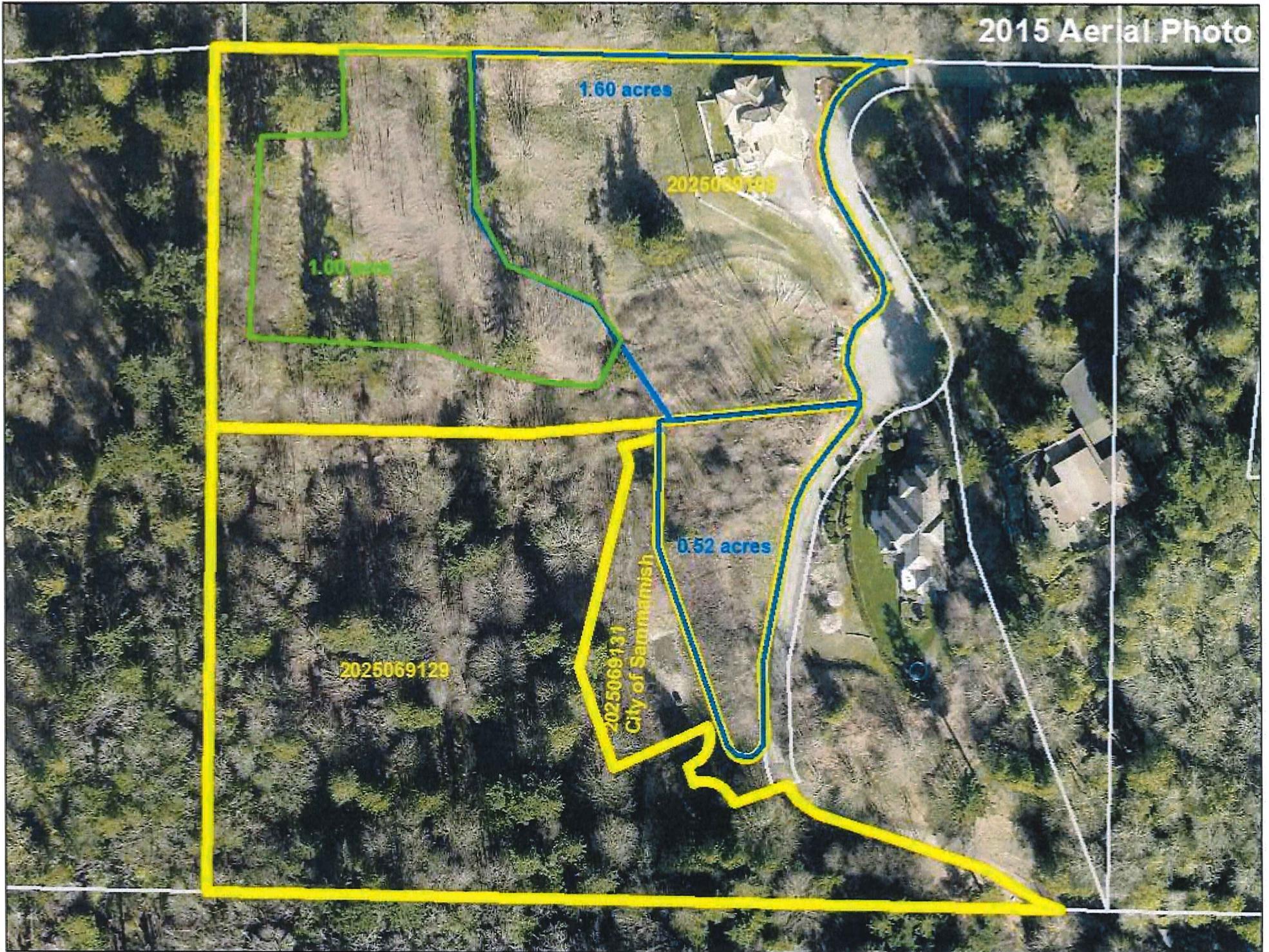
points on the property, to the department by email or by other mutually agreed upon method. An environmental consultant need not prepare this report.

13. Enrollment in PBRS does not exempt the Owner from obtaining any required permit or approval for activity or use on the Property.

TRANSMITTED to the parties listed hereafter:

Alexander Pfaffe, applicant
Chris Hankins, Code Compliance Officer, City of ~~Mercer Island~~ Sammamish
Debra Clark, King County Department of Assessments
Bill Loeber, King County Forester

2015 Aerial Photo





Meeting Date: June 6, 2017

Date Submitted: May 31, 2017

Originating Department: Public Works

Clearances:

- | | | |
|--|---|--|
| <input checked="" type="checkbox"/> Attorney | <input type="checkbox"/> Community Development | <input type="checkbox"/> Parks & Recreation |
| <input type="checkbox"/> Admin Services | <input type="checkbox"/> Eastside Fire and Rescue | <input type="checkbox"/> Police |
| <input checked="" type="checkbox"/> City Manager | <input type="checkbox"/> Finance & IT | <input checked="" type="checkbox"/> Public Works |

Subject: 2018-2023 Six-Year Transportation Improvement Plan (TIP)

Action Required: Open public hearing and continue to June 27, 2017

- Exhibits:**
1. Resolution adopting the 2018-2023 6-year TIP
 2. 2018-2023 TIP Project List
 3. 2018-2023 TIP Project Map
 4. Current 20 year transportation CIP

Budget: N/A

Summary Statement:

This is a draft and first review of the 2018-2023 Six-Year Transportation Improvement Plan (TIP). All cities are required by state law (RCW Chapter 35.77) to have a Six-Year TIP and to adopt an updated TIP annually. These updates must be pursuant to one or more public hearings, shall be consistent with the City's Comprehensive Plan and shall be adopted by July 1st of each year. The annual TIP must be filed with the Secretary of Transportation no later than 30 days after adoption.

The TIP is a planning document that identifies transportation capital improvement programs and projects the City foresees undertaking over the next 6 years. The TIP by itself does not authorize projects to move forward nor does it provide funding for any of the listed projects; for that to occur individual projects must be funded through the City's normal biennial budget process.

The format of the TIP has changed this year. In the projects section, a new category was created for projects that are not fully funded in this TIP. These projects were included in the previous TIP and remain in the document for further discussion. The revenue section of the TIP has been expanded considerably, separating out the restricted funds from the unrestricted funds and identifying the estimated fund balance for each. A full explanation of the revenue section is planned for the June 6, 2017, City Council meeting.

Background:

This is an annual adoption that is required by State law. Resolution R2016-687 adopting the 2017-2022 TIP was approved at the June 21, 2016 City Council Meeting and included \$94.8 million in transportation improvements. The 2018-2023 TIP includes \$98.0 million in transportation improvement projects.

This year's update to the TIP is fairly minimal and includes removal of completed projects, updated project costs and an expanded revenue section. Future updates to the TIP will coincide with the development of the Transportation Master Plan (TMP).

In 2016 the City consulted with David Evans & Associates to re-evaluate and update the conceptual project costs used in developing the TIP update. Financial changes were reflected last year and therefore only known changes have been included in this year's update. Notable changes to the TIP include the following:

Project / Program Changes

Removed items (3)

- TR-25 REMOVED - 212th Way SE (Snake Hill) Improvements
 - *Estimated to be completed in 2017.*
- TR-10 REMOVED - 212th Ave SE Gap Project
 - *Estimated to be completed in 2017.*
- TR-06 REMOVED - 228th Ave SE: SE 32nd St. to Issaquah-Pine Lake Rd
 - *Project evaluated and recommended to be included in a larger capital project, timing is to be determined.*

Revised Costs (3)

- TR-01 – SE 4th Street: 218th Ave to 228th Ave SE Street
 - *The project costs on the TIP have increased by approximately \$2 Million, becoming consistent with the updated 90% design cost estimate, recognizing costs of contribution from the storm drainage fund, updating the of cost for ROW acquisition, design contract amendments and estimated construction management.*
- TR-05 – Sahalee Way NE: NE 25th Way to North City Limits
 - *The project is on hold. The estimated project costs, however were updated and reflect a slight reduction in cost. The decrease is due to reduced expenditures in 2017 and fewer actual expenditures through 2016. The funds estimated for 2018-20 remain the same.*
- TR-07 – Issaquah-Fall City Rd: 42nd Avenue SE to Klahanie Dr SE
 - *The project costs on the TIP have increased by approximately \$5 Million, becoming consistent with the 10% design cost estimate, design changes related to the selection of a bridge section through the sensitive areas, ROW acquisition, design contract amendments and estimated construction management.*

Projects Moved to Unfunded Projects Section (2):

A new section was created in the TIP to indicate projects that are only partially funded at this time. These projects, further described below, were included in in the previous TIP. These projects will be included in the staff presentation at the June 6, 2017 Council Meeting.

- TR-02 – Issaquah-Pine Lake Rd: Klahanie Dr SE to Issaquah-Beaver Lk Rd
 - *Moved to the unfunded project section, project costs have been rounded.*

- TR-08 – Issaquah-Fall City Rd: Klahanie Dr SE to Issaquah-Beaver Lk Rd (Phase II)
 - *Moved to the unfunded project section. The project costs have been updated based on information from the Issaquah Fall City Phase I Project, which is currently under design.*

Financial Impact:

The 6-year TIP is a planning document and as such does not commit the City to any financial obligations. Council will encounter and address the financial impacts in the future as they appropriate funding for the various projects listed in the 6-year TIP. Listing a project on the TIP allows it to be eligible for grant funding.

There is no financial impact at this time.

Recommended Motion:

Open the public hearing on the Six-Year 2018-2023 Transportation Improvement Plan and continue the hearing to June 27, 2017.

**CITY OF SAMMAMISH
WASHINGTON
RESOLUTION NO. R2017_____**

**A RESOLUTION OF THE CITY OF SAMMAMISH,
WASHINGTON, ADOPTING AN UPDATED SIX-YEAR
TRANSPORTATION IMPROVEMENT PLAN FOR 2018-2023**

WHEREAS, state law requires the legislative body of each city to prepare and adopt a comprehensive transportation improvement plan for the ensuing six years; and

WHEREAS, the purpose of such plan is to ensure that each city shall have plans looking to the future, for not less than six years, as a guide in carrying out a coordinated transportation program; and

WHEREAS, if a city has adopted a comprehensive plan, state law provides that the transportation improvement plan shall be consistent with the comprehensive plan; and

WHEREAS, the adoption of a transportation improvement plan will allow the City to coordinate planning efforts, mitigate certain transportation impacts, and pursue grant funding for transportation projects; and

WHEREAS, the updated plan is consistent with recent changes to RCW 35.77.010 and incorporates urban planning approaches that promote physical activity and non-motorized and transit oriented projects; and

WHEREAS, the City Council has conducted a public hearing to receive comments on the proposed plan;

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

Section 1. Adoption of Transportation Improvement Plan. The City hereby adopts the Six-Year Transportation Improvement Plan, 2018 - 2023, attached hereto as Exhibit "A" and incorporated herein by reference.

Section 2. Severability. Should any section, paragraph, sentence, clause or phrase of this Ordinance, or its application to any person or circumstance, be declared unconstitutional or otherwise invalid for any reason, or should any portion of this Ordinance be 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.

**PASSED BY THE CITY COUNCIL AT A REGULAR MEETING THEREOF ON
THE _____ DAY OF JUNE, 2017.**

CITY OF SAMMAMISH

Mayor Donald J. Gerend

ATTEST/AUTHENTICATED:

Melonie Anderson, City Clerk

Approved as to form:

Michael R. Kenyon, City Attorney

Filed with the City Clerk: June 1, 2017

Passed by the City Council:

Resolution No.: R2017-_____

Exhibit A
2018-2023 SIX-YEAR TRANSPORTATION CAPITAL IMPROVEMENT PLAN (Fund 340)
 Adopted by the City Council: June XX, 2017 (R2017-###)

Exhibit 2

I/F Funding %	#	PROJECT	2018	2019	2020	2021	2022	2023	FUND 340 PROJECT COSTS				Fund 438 Total Costs	Total Project Costs
									6-Year Total	Prior Years	Future Years	Fund 340 Total Costs		
TIP CONCURRENCY PROJECTS														
83%	TR-01	SE 4th Street: 218th Ave SE to 228th Ave SE Widen to 3 lanes with bike lanes, curb, gutter and sidewalk.	3,612,768	460,000	0	0	0	0	4,072,768	12,520,413	0	16,593,181	816,740	17,409,921
95%	TR-05	Sahalee Way NE: NE 25th Way to North City Limits Widen to 3 lanes with bike lanes, curb, gutter and sidewalk	3,500,000	7,600,000	1,400,000	0	0	0	12,500,000	2,858,020	0	15,400,000	490,000	15,890,000
Not yet in Fee Study	TR-34	228th Avenue SE & SE 8th Street Intersection Improve intersection LOS by widening/adding lanes or installing a 2-lane roundabout. Engineering analysis to be performed and will include the 228th Avenue SE & SE 4th Street Intersection (TR-33) and the 228th Ave SE & SE 10th Intersection.	750,000	3,000,000	0	0	0	0	3,750,000	850,000	0	4,600,000	0	4,600,000
36%	TR-03	Issaquah-Pine Lake Rd: SE 48th St to Klahanie Blvd Widen to 5 lanes with bike lanes, curb, gutter and sidewalk	0	0	0	0	0	0	0	0	19,524,420	19,500,000	690,000	20,190,000
48%	TR-04	East Lake Sammamish Parkway SE / SE 24th St Intersection Construct traffic signal, turn lanes, curb, gutter and sidewalk	0	0	0	0	0	0	0	0	3,614,505	3,600,000	60,000	3,660,000
(A) SUBTOTAL TIP CONCURRENCY PROJECTS			7,862,768	11,060,000	1,400,000	0	0	0	20,322,768	16,228,433	23,138,925	59,693,181	2,056,740	61,749,921
TIP GENERAL TRANSPORTATION PROJECTS														
	TR-07	Issaquah-Fall City Rd: 42nd Avenue SE to Klahanie Dr SE Widen to 5 lanes with bike lanes, curb, gutter and sidewalk	15,000,000	7,000,000	0	0	0	0	22,000,000	5,600,000	0	27,600,000	206,795	27,806,795
	TR-25	212th Way (Snake Hill) Improvements Stabilize roadway by constructing retaining walls, minor shoulder widening, drainage and repaving.	0	0	0	0	0	0	0	6,507,822	0	6,500,000	2,170,017	8,670,017
	TR-20	SE 14th Street Extension: Lawson Park Plat to 248th Ave SE Construct 2 lane interim roadway connection with walking path on north side of street	0	200,000	0	0	0	0	200,000	37,507	0	240,000	40,000	280,000
	TR-10	212th Ave SE Gap Project - SE 24th St to Crossings Subdivision Provide non-motorized facilities	0	0	0	0	0	0	0	573,697	0	570,000	0	570,000
	TR-19	Intelligent Transportation System (ITS) Phase 2 of the 228th Ave/Sahalee Way ITS project from NE 12th St to SR 202, connect to WSDOT & Redmond systems.	317,000	1,900,000	0	0	0	0	2,217,000	950,505	0	3,200,000	0	3,200,000
	TR-18	SE 8th Street/218th Avenue SE: 212th Avenue SE to SE 4th Street Analyze capacity and safety improvements needed along this roadway to accommodate increased traffic volumes and pedestrian use.	150,000	0	0	0	0	0	150,000	0	13,269,153	13,400,000	1,500,000	14,900,000
	TR-42	218th Avenue SE/216th Avenue SE: SE 4th Street to Inglewood Hill Road NE Analysis Analyze capacity and safety improvements needed along this roadway to accommodate increased traffic volumes and pedestrian use.	150,000	0	0	0	0	0	150,000	0	6,000,000	6,200,000	1,000,000	7,200,000
	TR-06	228th Ave SE: SE 32nd St. to Issaquah-Pine Lake Rd Provide additional southbound through lane	0	0	0	0	0	0	0	98,000	0	98,000	0	98,000
(B1) SUBTOTAL TIP GENERAL TRANSPORTATION PROJECTS			15,617,000	9,100,000	0	0	0	0	24,717,000	13,767,531	19,269,153	57,808,000	4,916,812	62,724,812

I/F Funding %	#	PROJECT	2018	2019	2020	2021	2022	2023	FUND 340 PROJECT COSTS				Fund 438 Total Costs	Total Project Costs
									6-Year Total	Prior Years	Future Years	Fund 340 Total Costs		
Projects to be Funded														
50%	TR-02	Issaquah-Pine Lake Rd: Klahanie Blvd to SE 32nd Widen to 3 lanes with bike lanes, curb, gutter, sidewalk and roundabout	0	0	1,000,000	1,500,000	4,500,000	5,700,000	12,700,000	0		12,700,000	640,000	13,340,000
	TR-08	Issaquah-Fall City Rd: Klahanie Dr SE to Issaquah-Beaver Lk Rd Widen to 3 lanes with bike lanes, curb, gutter and sidewalk	1,000,000	2,000,000	7,000,000	7,000,000	0	0	17,000,000	0	0	17,000,000	0	17,000,000
(B2) SUBTOTAL PROJECTS TO BE FUNDED			1,000,000	2,000,000	8,000,000	8,500,000	4,500,000	5,700,000	29,700,000	0	0	29,700,000	640,000	30,340,000
(C) TOTAL TIP PROJECTS (A+B)			24,479,768	22,160,000	9,400,000	8,500,000	4,500,000	5,700,000	74,739,768	29,995,964	42,408,078	147,201,181	7,613,552	154,814,733
OTHER TIP PROGRAMS														
	TR-A	Public Works Trust Fund Loan Repayment 228th Ave NE Improvements	544,000	541,333	538,667	536,000	0	0	2,160,000	8,386,410	0	10,546,410	0	10,546,410
	TR-B	Non-motorized Transportation Projects Sidewalks, trails, bikeways and paths, etc.	750,000	750,000	750,000	750,000	750,000	750,000	4,500,000				750,000	
	TR-C	Sidewalk Projects Various sidewalk projects, includes gap projects, extensions, safety improvements.	160,000	160,000	160,000	160,000	160,000	160,000	960,000				150,000	
	TR-D	Intersection and Safety Improvements Intersection/other safety improvements, including channelization, signing, signalization, and/or other traffic control devices.	200,000	200,000	200,000	200,000	200,000	200,000	1,200,000				150,000	
	TR-E	Neighborhood CIP Safety improvements including gap projects, bike routes, pedestrian safety and school zone safety.	100,000	100,000	100,000	100,000	100,000	100,000	600,000				90,000	
	TR-F	Street Lighting Program Provide street lighting at high priority locations with significant safety issues that can be addressed through better street lighting.	15,000	15,000	15,000	15,000	15,000	15,000	90,000				0	
	TR-G	School Zone Safety Improvements In conjunction with Issaquah & Lake Washington School Districts, provide safety improvements in the City's various school zones.	50,000	50,000	50,000	50,000	50,000	50,000	300,000				0	
	TR-H	Capital Contingency Reserve Placeholder Reserve fund for capital projects and to address other unforeseen circumstances that may arise.	500,000	500,000	500,000	500,000	500,000	500,000	3,000,000				0	
(D) SUBTOTAL OTHER TIP PROGRAMS			2,319,000	2,316,333	2,313,667	2,311,000	1,775,000	1,775,000	12,810,000	8,386,410	0	10,546,410	1,140,000	10,546,410
(E) TOTAL TIP EXPENDITURES (C+D)			26,798,768	24,476,333	11,713,667	10,811,000	6,275,000	7,475,000	87,549,768					

PROJECT	2018	2019	2020	2021	2022	2023	6-Year Total
Impact Fee Funding							TOTAL
Beginning Impact Fee Restricted Fund Balance	\$ 8,516,209	\$ 6,442,612	\$ (159,188)	\$ 2,010,812	\$ 5,510,812	\$ 9,010,812	\$ 8,516,209
Impact Fee Revenue	5,000,000	4,000,000	3,500,000	3,500,000	3,500,000	3,500,000	23,000,000
SE 4th St. (83%)	(2,998,597)	(381,800)	-	-	-	-	(3,380,397)
Sahalee Way (95%)	(3,325,000)	(7,220,000)	(1,330,000)	-	-	-	(11,875,000)
228th & SE 8th (assuming 100%)	(750,000)	(3,000,000)	-	-	-	-	(3,750,000)
Ending Impact Fee Restricted Fund Balance	\$ 6,442,612	\$ (159,188)	\$ 2,010,812	\$ 5,510,812	\$ 9,010,812	\$ 12,510,812	\$ 12,510,812

Projects With Funding To Be Determined							
TR-08 Anticipated Connecting WA Grant			\$ 1,500,000				\$ 1,500,000
* TR-02 Iss.-Pine Lake Rd: Klahanie Blvd to SE 32nd (50%)	-	-	(1,000,000)	(1,500,000)	(4,500,000)	(5,700,000)	(12,700,000)
TR-08 Issaquah-Fall City Rd: Klahanie Dr SE to Iss/Bvr Lk Rd	(1,000,000)	(2,000,000)	(7,000,000)	(7,000,000)	-	-	(17,000,000)
Total Projects to be Funded	\$ (1,000,000)	\$ (2,000,000)	\$ (6,500,000)	\$ (8,500,000)	\$ (4,500,000)	\$ (5,700,000)	\$ (28,200,000)

*TR-02 Issaquah-Pine Lake Road: Klahanie Blvd. to SE 32nd is eligible for 50% impact fee funding. Full project cost is shown here noting 50% would be paid with impact fees.

Unrestricted Funding							
Beginning Unrestricted Fund Balance	\$ 5,314,031	\$ 843,060	\$ (5,185,673)	\$ (3,362,840)	\$ (2,673,340)	\$ (1,447,840)	\$ 5,314,031
REET (Updated forecast based on recent 2015-2016 actuals)	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000	18,000,000
SEPA/Mitigation Fees for Mystic Lake/Jacobs Landing	1,250,000						1,250,000
Operating Transfer Estimate (crossover in 2020)	1,200,000	1,200,000	1,200,000				3,600,000
TR-07 TIB Grant Proposed	5,000,000						5,000,000
TR-07 Anticipated Connecting WA Grant	3,500,000						3,500,000
PSRC Grants for Regional ITS Project (TR-19)	274,200	1,630,800	-	-	-	-	1,905,000
Interest	30,000	15,000	6,500	500	500	500	53,000
Other TIP Expenditures	(18,725,171)	(11,874,533)	(2,383,667)	(2,311,000)	(1,775,000)	(1,775,000)	(38,844,371)
Ending Unrestricted Fund Balance	\$ 843,060	\$ (5,185,673)	\$ (3,362,840)	\$ (2,673,340)	\$ (1,447,840)	\$ (222,340)	\$ (222,340)
Total Fund Balance	\$ 7,285,672	\$ (5,344,861)	\$ (1,352,028)	\$ 2,837,472	\$ 7,562,972	\$ 12,288,472	\$ 12,288,472

Notes:
 1. REET increased to \$3M per year (was \$2.45M)
 2. Project costs are increased \$3.2M from 2016 adopted TIP
 3. Zero percent cost inflator after 2018 (Budget)

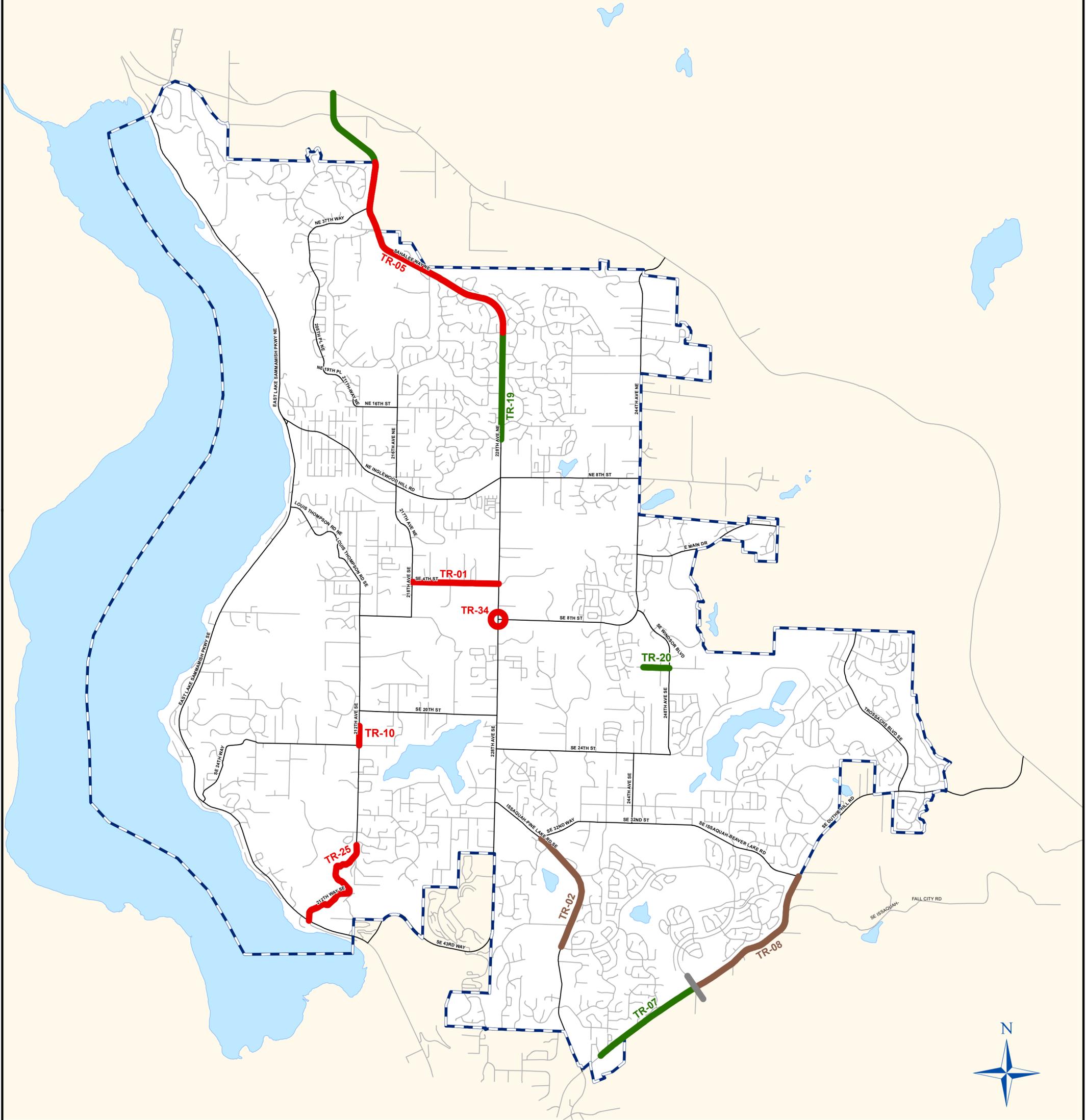
2018 Total BFB \$ 13,830,240

2018 Unrestricted BFB \$ 5,314,031

2018 Concurrency BFB Calc

2017 BFB	\$ 9,154,209	At end of 2016 - restricted impact fee balance portion
2017 Impact Fees	4,662,000	
SE 4th	(2,075,000)	\$6,500,000 less \$4M grant times 83%
Sahalee Way	(2,375,000)	95% impact fee funding
228th & SE 8th	(850,000)	assumes 100% impact fee funding
2017 EFB/2018 BFB	\$ 8,516,209	Restricted to Impact Fee eligible projects

2018 - 2023 Six Year Transportation Improvement Program



CIP Projects Under Construction

- TR-01: SE 4th St: 218th Ave SE to 228th Ave SE
- TR-05: Sahalee Way NE: NE 25th Way to North City Limits (On Hold)
- TR-34: 228th Ave SE & SE 8th St Intersection (Study)
- TR-25: 212th Way (Snake Hill) Improvements
- TR-10: 212th Ave SE Gap Project - SE 24th St to Crossings Subdivision

CIP Projects Starting in 2018

- TR-07: Issaquah-Fall City Rd: 242nd Ave SE to Klahanie Dr SE
- TR-19: Intelligent Transportation System (ITS)
- TR-20: SE 14th St Extension: Lawson Park Plat to 248th Ave SE

CIP Projects Starting in 2020

- TR-02: Issaquah-Pine Lake Rd: Klahanie Blvd to SE 32nd St
- TR-08: Issaquah-Fall City Rd: Klahanie Dr SE to Issaquah-Beaver Lk Rd

TR-01 Project Location & TIP Number

City Limits

0 0.55 1.1 Miles

City of Sammamish TIP Master Project List

Updated: June 21, 2016

No.	PROJECT TITLE	DESCRIPTION	2015 COMP PLAN	CATEGORY	TYPE	CONCURRENCY FAILURE	TOTAL COST ESTIMATE	Design Start (Year)	Construction Start (Year)
TR-01	SE 4th Street: 218th Avenue SE to 228th Avenue SE	Widen to 3 lanes with median/TWLT lane with bike lanes, curb, gutter and sidewalk	Yes	Roadway	Concurrency Project	2035 Failure	17,409,921	2015	2017
TR-02	Issaquah-Pine Lake Road: Klahanie Boulevard to SE 32nd Way	Widen to 3 lanes with median/TWLT lane with bike lanes, curb, gutter, sidewalk and improve existing roundabout	Yes	Roadway	Concurrency Project	Current Failure	13,340,000	2020	2022
TR-03	Issaquah-Pine Lake Road: SE 48th Street to Klahanie Boulevard	Widen to 5 lanes with median/TWLT lane with bike lanes, curb, gutter and sidewalk	Yes	Roadway	Concurrency Project	2035 Failure	20,190,000	2022	2024
TR-04	East Lake Sammamish Parkway SE/SE 24th Street Intersection	Construct traffic signal, turn lanes, curb, gutter and sidewalk	Yes	Roadway	Concurrency Project	2035 Failure	3,660,000		
TR-05	Sahalee Way NE: NE 25th Way to North City Limits	Widen to 3 lanes with median/TWLT lane with bike lanes, curb, gutter and sidewalk	Yes	Roadway	Concurrency Project	Current Failure	15,890,000	2015	2017-TBD??
TR-06	228th Avenue SE: SE 32nd Street to Issaquah-Pine-Lake Road	Provide additional southbound through lane	Yes	Roadway	Concurrency Project	2035 Failure	98,000	2016	N/A
TR-07	Issaquah-Fall City Road: 42nd Avenue SE to Klahanie Drive SE	Widen to 5 lanes with median/TWLT lane with bike lanes, curb, gutter and sidewalk	Yes	Roadway	Concurrency Project (TBD)	2035 Failure	27,806,795	2016	2017-2018
TR-08	Issaquah-Fall City Road: Klahanie Drive SE to Issaquah-Beaver Lake Road	Widen to 3 lanes with median/TWLT lane with bike lanes, curb, gutter and sidewalk	Yes	Roadway	Concurrency Project (TBD)	2035 Failure	17,000,000	2018	2020
TR-10	212th Avenue SE "Gap" Project: SE 24th Street to Crossings Subdivision	Provide non-motorized facilities, curb, gutter and sidewalk	Yes	Non-Motorized	Sidewalk	N/A	570,000	2014	2016-2017
TR-17	244th Avenue NE: NE 8th Street to NE 20th Street	Widen to 3 lanes with median/TWLT lane with bike lanes, curb, gutter and sidewalk	Yes	Roadway	Concurrency Project	2035 Failure	Information Needed*		
TR-18	SE 8th Street / 218th Avenue SE: 212th Avenue SE to SE 4th Street	Widen to 3 lanes with median/TWLT lane with bike lanes, curb, gutter and sidewalk	Yes	Roadway	Roadway Improvement	N/A	14,900,000	2017 STUDY	
TR-19	Intelligent Transportation System	Add Phase 2 of threw 228th Avenue/Sahalee Way ITS project from NE 12th Street to SR 202	No	Intersection	Traffic Signal Project	N/A	3,200,000	2018	2019
TR-20	SE 14th Street Improvements: Approximately 243rd Avenue SE to 248th Avenue SE	Provide 2 lane roadway with walking path on north side of street, interim connection.	No	Roadway	Roadway Improvement	N/A	280,000	2014	2019
TR-21	228th Avenue NE: NE 12th Street to NE 25th Way	Widen to 3 lanes with median/TWLT lane with bike lanes, curb, gutter and sidewalk	Yes	Roadway	Concurrency Project	2035 Failure	Information Needed*		
TR-23	East Lake Sammamish Parkway SE: 212th Avenue SE to South City Limits	Widen to 3 lanes with median/TWLT lane with bike lanes, curb, gutter and sidewalk	Yes	Roadway	Concurrency Project	2035 Failure	10,900,000		
TR-24	SE Duthie Hill Road: SE Issaquah-Beaver Lake Road to "The Notch"	Widen to 3 lanes with median/TWLT lane with bike lanes, curb, gutter and sidewalk on the west side and an 8 foot shoulder on the east side	Yes	Roadway	Concurrency Project	2035 Failure	8,600,000		
TR-25	212th Way SE (Snake Hill): East Lake Sammamish-Pkwy SE to 212th Ave SE	Improve 2 lanes with new retaining walls	No	Roadway	Roadway Repair	N/A	8,700,000	2014	2017
TR-26	SE Duthie Hill Road: West side of "The Notch" to Trossachs Boulevard SE	Widen to 3 lanes with median/TWLT lane with bike lanes, curb, gutter and sidewalk on the west side and an 8 foot shoulder on the east side	Yes	Roadway	Concurrency Project	2035 Failure	4,500,000		
TR-27	Issaquah-Pine Lake Road SE: SE Issaquah-Fall City Road to SE 48th Street	Widen to 5 lanes with median/TWLT lane with bike lanes, curb, gutter and sidewalk	Yes	Roadway	Concurrency Project	2035 Failure	8,800,000		
TR-28	228th Avenue SE: Issaquah-Pine Lake Road SE to SE 43rd Way	Widen to 5 lanes with median/TWLT lane with bike lanes, curb, gutter and sidewalk	Yes	Roadway	Concurrency Project	2035 Failure	20,800,000		
TR-29	SE Belvedere Way: East Beaver Lake Drive to 263rd Place SE	New roadway connection - extend SE Belvedere Way to East Beaver Lake Drive SE	Yes	Roadway	Roadway Improvement	N/A	640,000		
TR-30	New Road Connection to East Beaver Lake Drive SE at 266th Way SE	Extend 266th Way SE to East Beaver Lake Drive SE and widen East Beaver Lake Drive SE from 266th Way SE to Beaver Lake Way SE	Yes	Roadway	Roadway Improvement	N/A	4,900,000		
TR-31	228th Avenue SE: SE 4th Street to SE 20th Street	Improve roadway segment LOS by widening/adding lanes, adding bile lanes or revise LOS	Yes	Roadway	Concurrency Project	2035 Failure	Information Needed*		
TR-32	228th Avenue SE: SE 20th Street to Issaquah-Pine Lake Road SE	Improve roadway segment LOS by widening/adding lanes, adding bile lanes or revise LOS	Yes	Roadway	Concurrency Project	2035 Failure	Information Needed*		
TR-33	228th Avenue SE & SE 4th Street Intersection	Improve intersection LOS by widening/adding lanes or installing 2 lane roundabout or revise LOS	Yes	Roadway	Concurrency Project	2035 Failure	4,500,000		

Exhibit 4

City of Sammamish TIP Master Project List

Updated: June 21, 2016

No.	PROJECT TITLE	DESCRIPTION	2015 COMP PLAN	CATEGORY	TYPE	CONCURRENCY FAILURE	TOTAL COST ESTIMATE	Design Start (Year)	Construction Start (Year)
TR-34	228th Avenue SE & SE 8th Street Intersection	Improve intersection LOS by widening/adding lanes or installing 2 lane roundabout or revise LOS	Yes	Roadway	Concurrency Project	2035 Failure	4,600,000	2017	2019
TR-35	228th Avenue NE & NE 8th Street/NE Inglewood Hill Road Intersection	Improve intersection LOS by widening/adding lanes or installing 2 lane roundabout or revise LOS	Yes	Roadway	Concurrency Project	2035 Failure	4,500,000		
TR-36	SE 24th Street: 228th Avenue SE to 244th Avenue SE	Widen to 3 lanes with median/TWLT lane with bike lanes, curb, gutter and sidewalk	Yes	Roadway	Concurrency Project	2035 Failure	Information Needed*		
TR-37	228th Avenue NE & NE 4th Street Intersection	Improve intersection LOS by widening/adding lanes or installing 2 lane roundabout or revise LOS	Yes	Intersection	Intersection	2035 Failure	Information Needed*		
TR-38	212th Avenue SE & SE 24th Street Intersection Improvement	Install roundabout at this intersection.	No	Intersection	Roundabout	N/A	Information Needed*		
TR-39	Issaquah-Beaver Lake Road SE & 256th Avenue SE Intersection Improvement	Install roundabout at this intersection.	No	Intersection	Roundabout	N/A	1,200,000		
TR-40	SE Duthie Hill Road & 266th Avenue SE (High Country) Intersection Improvement	Install roundabout at this intersection.	No	Intersection	Roundabout	N/A	Information Needed*		
TR-41	SE 48th Street: Issaquah-Pine Lake Road SE to 227th Place SE	Install curb, gutter, sidewalk and bike lanes.	No	Non-Motorized	Sidewalk and Bike lanes	N/A	Information Needed*		
TR-42	218th Avenue SE/216th Avenue NE: SE 4th Street to Inglewood Hill Road NE	Install turn lanes, traffic calming, curb, gutter and sidewalk and bike lanes.	No	Roadway	Roadway Improvement	N/A	7,200,000		
TR-43	212th Avenue SE & SE 20th Street Intersection Improvement	Install single lane roundabout at this intersection.	No	Intersection	Roundabout	N/A	2,400,000		
TR-44	SE 32nd Street / SE 33rd Place Traffic Calming	Install traffic calming along route via city's Neighborhood Traffic Management Program	No	Traffic Calming	Traffic Calming	N/A	Information Needed*		
TR-45	244th Avenue SE & SE 32nd Street Intersection	Install single lane roundabout at this intersection	No	Intersection	Roundabout	N/A	2,800,000		
TR-46	228th Avenue: NE 12th Street to SE 4th Street	Improve roadway segment LOS by widening/adding lanes, adding bike lanes or revise LOS	Yes	Roadway	Concurrency Project	2035 Failure	Information Needed*		
TR-47	Sahalee Way : North City Limits to NE 36th Street	Add 1 additional southbound travel lane/climbing lane/right turn lane	No	Roadway	Roadway Improvement	N/A	4,700,000	2015**	2017**
TR-48	Sahalee Way: SR 202 to North City Limits	Widen as necessary to extend double northbound left turn lanes; add additional southbound travel lane/climbing lane	No	Roadway	Roadway Improvement	N/A	4,700,000	2015**	2017**
TR-49	West Beaver Lake Drive	Widen as necessary to include shoulders / multi-use pathway or sidewalks	No	Roadway	Roadway Improvement	N/A	Information Needed*		

Exhibit 4

* These projects have recently (2016) been added and need to be analyzed for estimates.

** Dates represent constructing the climbing lane in conjunction with TR-05. If constructed separately dates are to be determined (TBD)



Meeting Date: June 6, 2017

Date Submitted: 5/30/2017

Originating Department: Parks and Recreation

Clearances:

- | | | |
|--|--|--|
| <input type="checkbox"/> Attorney | <input type="checkbox"/> Community Development | <input type="checkbox"/> Public Safety |
| <input type="checkbox"/> Admin Services | <input type="checkbox"/> Finance & IT | <input type="checkbox"/> Public Works |
| <input checked="" type="checkbox"/> City Manager | <input checked="" type="checkbox"/> Parks & Recreation | |

Subject: Heritage Society 2017-18 budget request

Action Required: Approve requested additional 2017-18 Heritage Society funding

Exhibits:

1. Heritage Society City Funding/Reard Freed House Expense Summary
2. Website bid proposal from efelle creative

Budget: The Heritage Society is usually approved at a funding level of \$5,000 a year, however there is a request for an additional \$15,000 in 2017 and \$5,000 in 2018.

Background:

The Sammamish Heritage Society is a non-profit (501.c.3) organization established to preserve the history and heritage of Sammamish. The organization is run entirely by dedicated volunteers and is funded by donations, grants and City contributions.

At the March 6, 2017 City Council meeting, the Society presented their request for increased City funding for the 2017-2018 budget years. The Society is proposing an expanded work program, to include a one-time expense in 2017 for a website reconstruction. The Society is requesting an additional \$15,000 in 2017 and \$5,000 in 2018 above the currently allocated \$5,000 per year.

The City Council requested additional information related to this increased funding request, summarized below. More detailed information can be found in the attached Reard Freed House City expense summary and website makeover bid.

City Contributions to the Heritage Society

The City of Sammamish first contributed to the Heritage Society in 2010, and has funded the Society at the rate of \$5,000 per year, for a total of \$35,000 through 2016.

City Expenditures for Reard Freed House

The City spent a total of \$106,635 between 2007 and 2013 related to moving, fencing, painting and other restoration activities, for the Reard Freed house. No City funds have been expended for the house restoration since 2013, however, City staff have spent considerable time related to administrative, management and maintenance matters on the house since 2010.

Storage Units

The Society has experienced increased storage costs, with additional contributions of artifacts and documents. The following is a summary of the storage unit rental history for the Society at Plateau Storage.

Year	Storage Units
Through 2014	One small 5 x 12 unit
2015	One 10 x 15 unit
2016 (September)	Two 10 x 15 units
2017	Two 10 x 15 units

Area Cities Contributions

The Society researched what other area cities are contributing toward historic heritage societies/historic preservation, and budgeted contributions for 2017 are shown in the following table.

City	2017 Budget	Notes
Bellevue		Provides historic house for office with utilities and contribution to Eastside Heritage Center
Snoqualmie	\$29,818	
Kent	\$30,000	
Issaquah	\$75,000	Paid staff, office provided
Renton	\$236,275	Paid staff, office provided (non-profit museum budget)
Auburn	\$480,837	Paid staff, office provided (non-profit museum budget)

Financial Impact:

The Heritage Society is requesting an additional \$15,000 in 2017 and \$5,000 in 2018 above the currently allocated \$5,000 per year.

Recommended Motion: Approve an additional funding allocation of \$15,000 in 2017 and \$5,000 in 2018 in addition to the annual \$5,000 allocation to the Sammamish Heritage Society.

Exhibit 1

City Contributions to the Sammamish Heritage Society/City Expenditures on the Freed House

Heritage Society Contributions

2010-2016	5,000/year	\$5,000 annual contribution to the Sammamish Heritage Society
Total	\$ 35,000.00	

Freed House Expenditures

2006	\$ 3,950.00	Fury Construction Co
	1,029.65	Manlift rental
	2,764.87	BOLA Architecture
Total	\$ 7,744.52	
2007	\$ 3,514.50	DENT National-cribbing rental
2008	\$ 1,502.63	United Rentals-boom rental
	305.68	Ace Hardware
	3,567.83	BOLA Architecture
Total	\$ 5,376.14	
2009	\$ 17,555.50	BOLA Architecture
2010	\$ 1,314.00	Dent National-beam rentals
2011	\$ 1,200.00	Dent National-beam rentals
2012	\$ 4,213.50	Dent National-beam rentals
	1,138.80	Emerald City Fence Rentals
	750.00	NVL Laboratories-Lead paint inspection
	3,658.62	United Rentals-boom rental
	408.00	Honey bucket rental
	310.98	National Barricade-signs
	697.52	Home Depot-supplies
	47.96	Redmond Signs-parking sign
	10,863.50	All Around Fence
	607.02	Ace-supplies
	2,815.47	NC Machinery-manlift rental & roof tarps
	547.50	Michael Skripek-bee removal
	11,815.05	Todd Alexander-siding
	19,272.00	Todd Alexander-roofing
Total	\$ 57,145.92	
2013	\$ 9,745.50	Todd Alexander-paint
	209.18	Honey bucket rental
	2,830.54	Sammamish Heritage Society-structural improvements
Total	\$ 12,785.22	
Total	\$ 106,635.80	

Exhibit 1

Exhibit 2



February 7, 2017

Steve Thues

The Sammamish Heritage Society

704 228th Ave. NE PMB 222

Sammamish, Wa 98074

RE: sammamishheritage.org > Website Redesign, CMS & SEO Project

Dear Steve:

It was great learning more about your website goals and organization, and as per our conversation, we want to help you hit your targets! With over 580 successful projects under our belt, we are the area's LEADING web design & online marketing agency. Our wide range of experience marketing in different industries has earned us 68 national and international design awards, and ensures you're getting the most knowledgeable team and the biggest bang for your buck!

As per our conversation, following are the areas we'd like to address in this development proposal:

- We'll create a professional, branded and easy to navigate design with all of the aesthetic elements required to convert views into clicks and clicks into members/donors. Based on our design survey, we'll improve the UX on your site and streamline the site architecture. Research has proven that a professional website with clear calls-to-action increases click-through rates (which result in increased users).
- We'll then develop the new design into a fully-functional, modern website and put it on the best platform on the market -one that WORKS: FusionCMS. This system offers all of the functionality you need to manage your entire site, from your history pages to your news posts, and includes advanced Search Engine Optimization.
- Unlike companies that use open source (free) systems, like WordPress, we will actually MAINTAIN and SUPPORT you and your website/ecommerce with full time, staffed support(phone, email, online ticketing) and daily database backups, ensuring your content and client data is secure and available.

You will have full ownership of your website, and complete control and management from any internet-enabled computer without the need for coding.

Thank you again for this opportunity Steve- we are a premium, full-service agency with several decades of successful online marketing between our team of 40 specialists, and we're ready to go to work for YOU! If you have any questions, please call or email me anytime at 206.931.4387 or marc@efellemedia.com.

Best Regards,

A handwritten signature in black ink, appearing to read "Marc Takeuchi".

Marc Takeuchi
efellecreative

Exhibit 2

.....

PROJECT PROPOSAL

Website Redesign, CMS & SEO Project

Perpared for

Steve Thues

The Sammamish Heritage Society

On February 7, 2017

.....

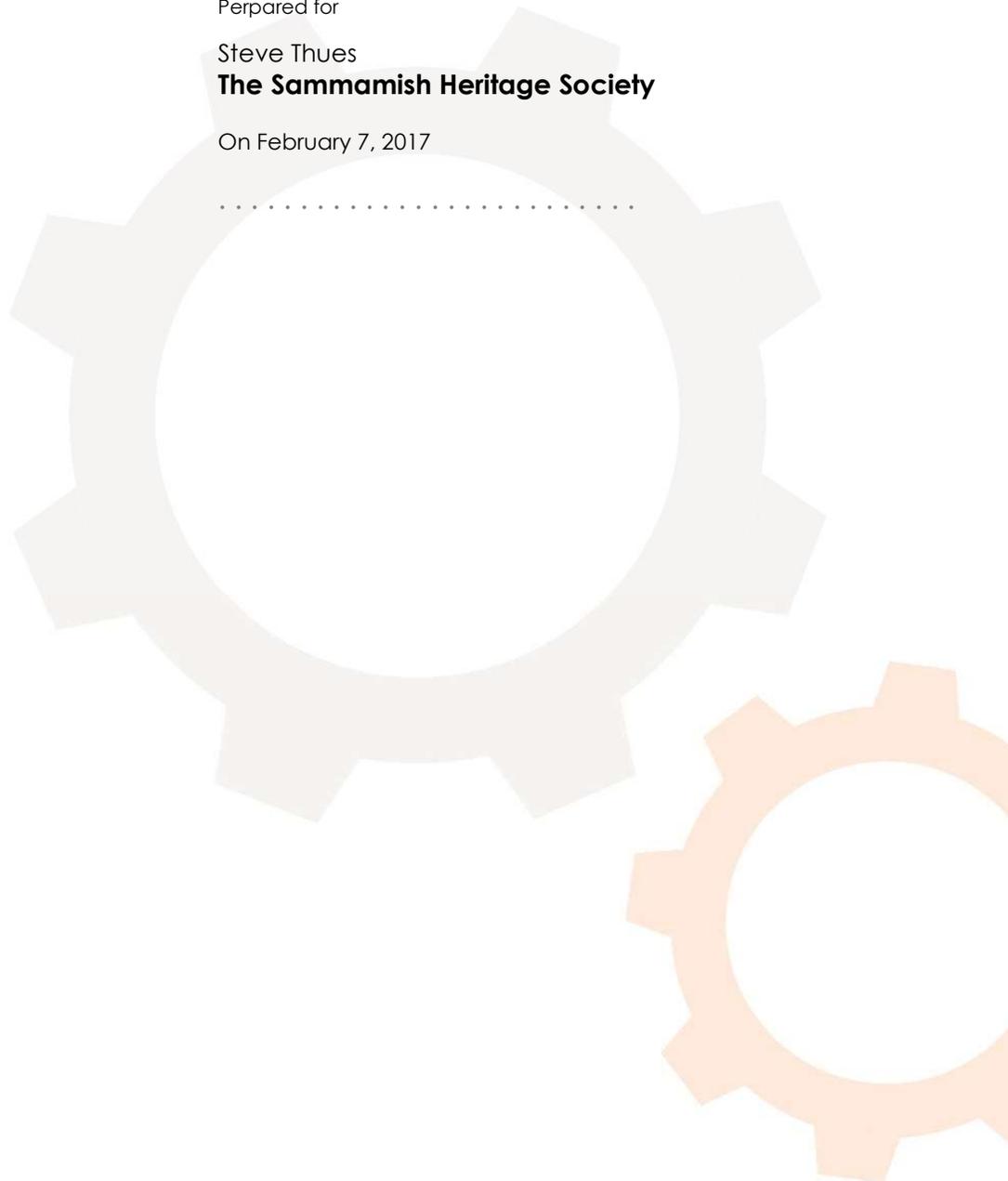


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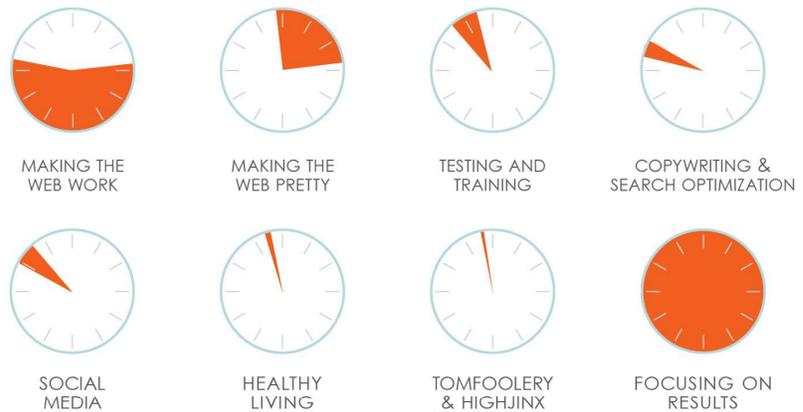
Why Choose to Work with Us?

We offer out-of-the box strategy and the creative power to pull it off, with 40 specialists covering all disciplines of online marketing under a single roof. We boast a solid, 12-year track record of delivering RESULTS to businesses of all types and sizes –so put us to work for **YOU!**

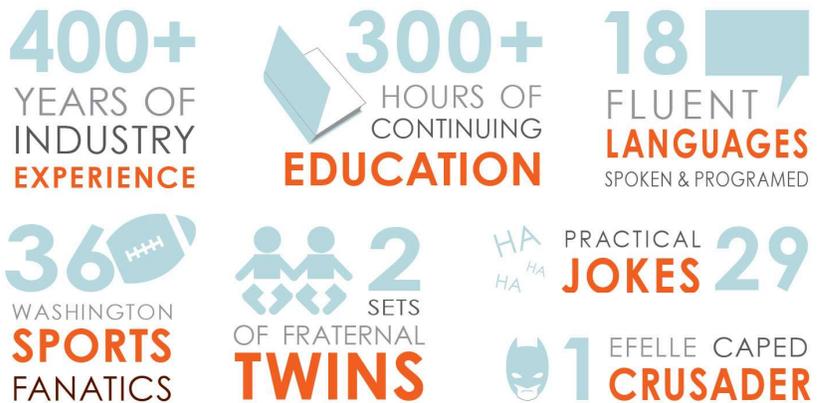
ORGANIC GROWTH



IN-OFFICE ACTIVITIES



OUR TEAM COMBINED:



IN 2016...

PROJECTS COMPLETED

108

HOURS WORKED

85,280

CMS UPDATES

2,660

CUPS OF COFFEE

4,576

INTERNATIONAL AWARDS WON

18

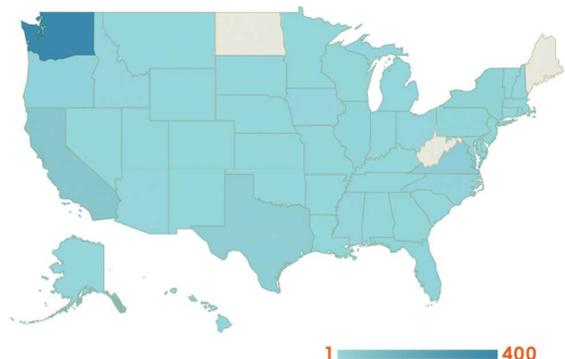
CLIENTS

0581
and counting

16.01 BB

clients' combined annual revenue

WHERE OUR CLIENTS ARE LOCATED



The Best Team, with the Most Experience

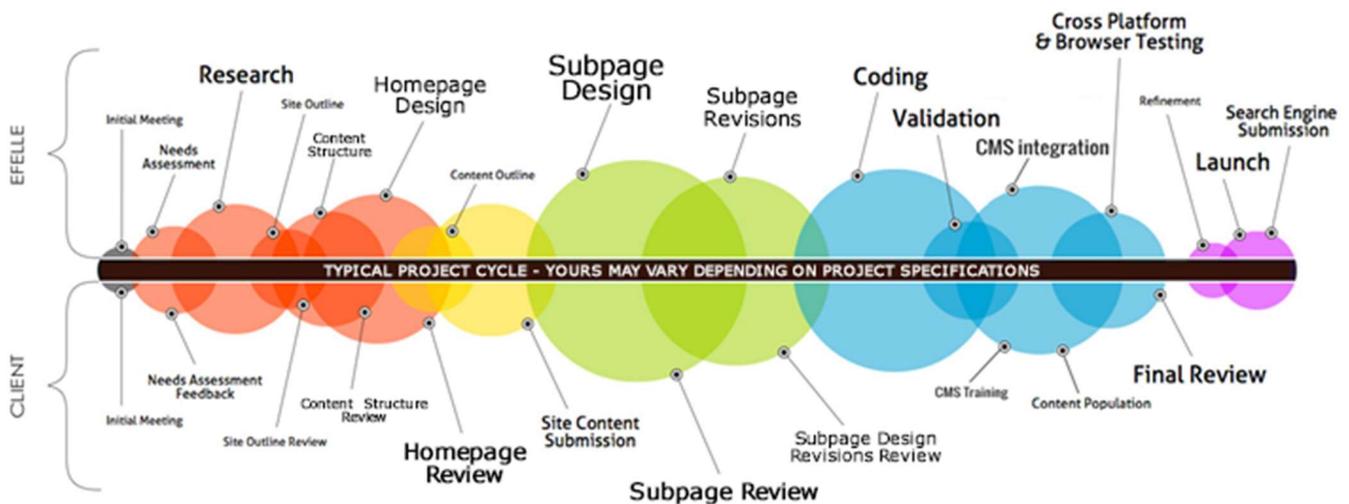
Our online marketing capabilities are unmatched: we have been helping our clients grow since 2005. Our team has over 400 years of combined experience in graphic design, advanced web applications, SEO-copywriting & application development. Our team has won 68 national & international awards while working in dozens of industries, with all types of clients - from startups to some of the biggest companies in the county, including the following:



Example Project Workflow

Our workflow & processes have been refined and perfected since 2005 to ensure the highest level of streamlined production, client satisfaction and success, with the goal of working efficiently as possible with our clients.

An example of our typical project workflow is outlined below, but as each project is unique your specific workflow will vary [your schedule will be created & shared post project-kickoff]:



What Makes a Successful Project

What makes a good website? What makes a bad website? Beauty is in the eye of the beholder, of course, since design is very subjective...but there ARE some key essentials. Here are the top points to consider when creating a professional, **effective** website:

Purpose: You'll hear us use the word 'objectives' a lot. Why do you have a website? What its purpose? How are you going to measure your success?

Design: This category covers visuals (color, ambiance, alignments, visual interest, and meaningful metaphors).

Message: Content is king: You need to understand who your target audience is and what you want them to do. Then you must provide them with the appropriate information and a meaningful call to action.

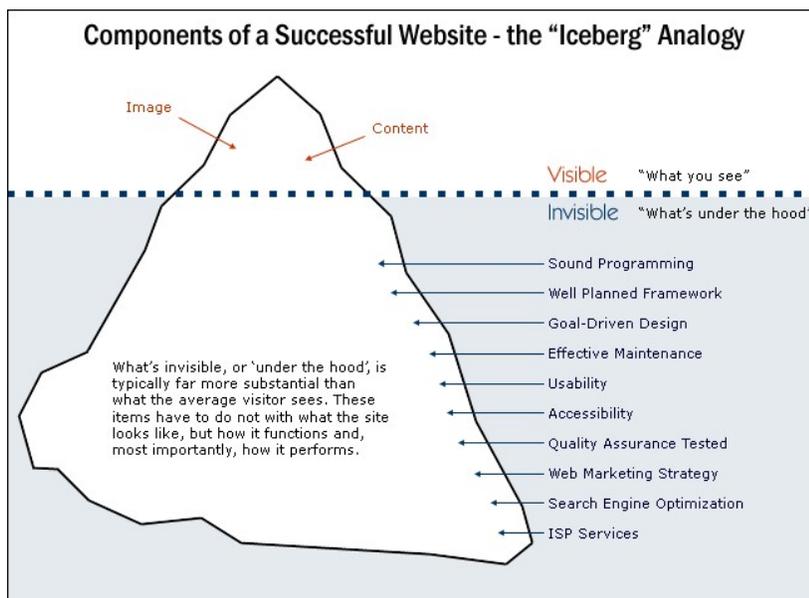
Architecture: How are your pages organized? Is it intuitive? Will your target audience understand? Think about Disney.com will differ from Microsoft.com.

Usability & Accessibility: Web development is coding and it needs to be well formed and accessible. Some people have disabilities, some have slow connections, some can't install the Flash plug-in. knowing your target audience and your goals certainly help set your usability and accessibility standards.

Online Marketing: Appealing to search engines doesn't have to be complicated -Do it right and you'll be rewarded with free, targeted traffic. This takes experience and planning.

Components of a Successful Online Marketing System

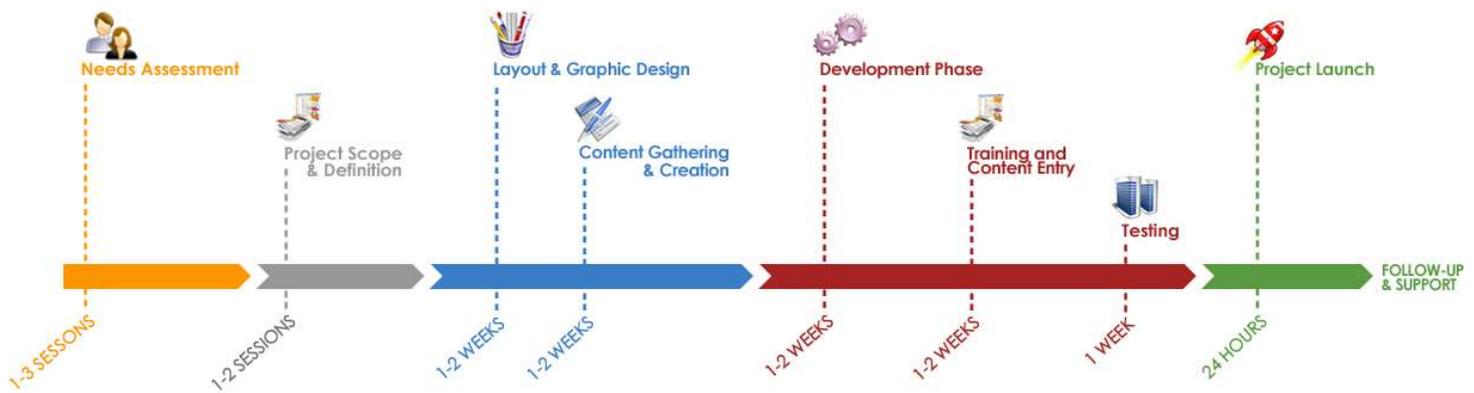
The components of a successful website are more numerous than you may think. We have designed the following 'iceberg' diagram illustrating some of the important components of a great site:



As illustrated in this diagram, a successful (i.e. "good") website has several important components above and beyond just image and content.

Our Project Management Approach

Our team is 100% in-house, and divided into several specialty groups [design, development and production] to focus on each phase of your project, allowing our project management team to deliver MILESTONES in the most efficient manner possible, as illustrated below:



Needs Assessment

We work with you to determine your needs and expectations while offering online marketing consultation. We then conduct market research, Google analytics, keyword research, and competitive analysis...once we've compiled the required information we go to work on creating our suggested roadmap and project proposal.

Project Scope and Definition

We map out and define the scope of your project and submit our proposal and the project timeline. Once hired, we'll conduct the design survey and then develop a custom, comprehensive plan detailing the marketing strategy, branding & design, site architecture, content mapping and search engine optimization, and then start your content guide –this is MORE than JUST a website, after all -it's an online marketing STRATEGY.

Layout and Design Phase

We provide the initial design comp of your new website design based on the outcome of your Needs Assessment meeting and design survey, as well as your branding initiatives and specific calls-to-action. The layout & design can go through a few rounds of revisions before being accepted; Once the layout is approved the development phase starts...

Content Gathering & Creation

We work with you to gather content based on your existing marketing collateral or current website; if content is either unavailable or in poor form we can either work with your team to help build it OR provide copywriting services from scratch, subject to your approval.

Production and Development Phase

This is where we convert your layout mock-up into a working website by creating the code required. We'll create style guides, custom components, and customize the modules, as well as integrate the add-on modules required for your project. Custom development starts during this phase as well. Also during this phase, we create a development (DEV) environment for your new, work-in-progress website so that you can monitor our progress in real-time while having available a test environment for your training.

Training, Content Entry & Testing

During this phase we test your site and backend programming to ensure full functionality and error-free design. At this time you'll also receive online training so that you're comfortable with the CMS system before starting your UA testing cycle, where you use the CMS to enter your content and test your new website to ensure it's ready to launch to your standards.

Project Launch!

Once your team is happy with the results, we push your site LIVE –this entails us moving your complete DEV website over to one of our high-end production web servers and flipping the switch, which tells the internet that the new site is up and running and starts the indexing process with Search Engines!

Follow up & Support

Support starts here; our marketing team will also continue to meet with you to ensure that your website & marketing strategy are effective & successful while monitoring your site & statistics, as well as new technologies and offer suggestions as trends change so that your marketing remains current.

The Sammamish Heritage Society's Project Recommendations

The following proposal is meant to outline our approach to maximizing your business through online marketing, starting The Sammamish Heritage Society and efelle creative on a collaborative endeavor through which we'll create a powerful, actionable new online experience. Based on our meetings and discussions, we're proposing the following services and products to address your needs as we understand them:

Website Specifications Plan

After the Needs Assessment (Discovery) meeting, we will build an internal Specifications plan, which is a detailed roadmap containing all the key information necessary to design and develop the custom configuration of your FusionCMS content management system. After thoroughly discussing your needs and our findings in working in your industry, we will have a solid game plan for the following:

- Project Summary & Goals
- Company Overview
- Audience / Market
- Calls to Action
- Design Direction
- Site Architecture
- Wire Frames
- Required Functionality

Account Management

We consider ourselves partners with our clients in the development and management of their projects. Unlike other agencies that charge for account management time, we believe that the best way to grow and foster this relationship is through open and frequent communication. Since regular check-ins and open dialogue are essential to project success, we strongly encourage our clients to contact us any time with project-specific questions, ideas for new projects, or general branding questions. An Account Manager will be assigned to serve as your primary point of contact throughout your entire relationship with efelle creative, and the following project management deliverables are part of this project at no additional cost to you:

- Meeting facilitation
- Regularly project status reports
- Regular meetings to keep the communication lines open

Responsive Website Design

Based on the Website Design Survey document and your desired project options, we will create either 1 or 2 unique homepage design concepts (depending on your selected options) that are consistent with what has been outlined. When a design concept is selected, we will allow up to two (2) rounds of refinement, if needed. The website will utilize up to thirteen (13) custom templates to display various content. Each template will include common elements such as a header, footer, and second- and third-level navigation menu. The templates may vary from one another only in terms of how the body content is organized:

- Home page
- General subpage template
- Map template
- Contact form template
- Blog category template
- Blog detail template
- Portfolio category template
- Portfolio detail template

Exhibit 2

Responsive Website Development

Upon approval of the designs, we will code standards-compliant & SEO-friendly templates for use in the FusionCMS application, with the following specifications:

- The website will be built to act responsive across all viewports, using W3C standard compliant code to ensure consistent viewing for all web-enabled devices.
- A site-wide search field will be featured in the header of each page. This will enable users to search your website and have their results segmented by type of content (service pages, blog posts, etc)
- Drop-down navigation will be used for easy access to sub-pages.
- The primary 'Contact' page will include an interactive map linking to the Google Maps website.
- Google Analytics & Webmaster tools will be installed and configured
- Permanent 301 redirects will be posted during the site launch process to pass SEO page rank and juice onto new site

Professional Cloud Hosting & Support Services

Enjoy secure website hosting and comprehensive technical support –our monthly services include website and FusionCMS hosting, and 24/7 support services include (through online support tickets, and telephone and email support). Also available are website maintenance & management packages including free system updates, server maintenance and upgrade services as well as daily, incremental backups (every 3 hours) as well as disaster recovery services. This is a one-call-does-it-all service, offering everything from website & CMS support to cloud hosting from a single point of contact.

FUNCTIONALITY & CONTENT MANAGEMENT SYSTEM:

fusionCMS: Complete Website Content Management System & Marketing Dashboard

Your marketing team should be able to control all aspects of your website, in real-time, without relying on I.T. or an outside web firm. For this reason, we're offering the world's most COMPLETE *AND* easy to use Website Content Management System! FusionCMS puts YOU in control, eliminating the time & expense of hiring a professional to handle your updates! Our system gives you the power to update any page of your site from any computer in the world, as easily as using Microsoft Word -no programming required! Additional information can be found on page 21.

Several base modules are included, and we've spec'd out the following modules to configure a system specifically for your project:

Blog Module for easy website updates, client interaction and enhanced SEO

Easily connect with your clients and partners while keeping your website content fresh! The business blog (short for "web log") module is fantastic for both keeping your readers involved in your business AND improving your search engine optimization (SEO). This module allows you to update your website frequently with content on any topic you desire. You can also enable or disable user comments which are great for sparking interaction with your clients.

Exhibit 2

Portfolio Module: highlight accomplishments & emphasize experience

Impress current and potential clients with your portfolio of completed projects and past work. Highlight your accomplishments, emphasize your experience, and demonstrate your skills through simple summaries or complex case studies. Use the Portfolio Module to build your credibility in your industry, feature past clients, and gain your clients' trust in an easy-to-maintain format.

OPTIONAL SERVICES:

Strategic Website Messaging

We think of the strategic position of a website as the point at which the visual design, site functionality and verbal messaging intersect to form the big picture. The more aligned these three elements, the clearer and more powerful the picture. When they are not aligned, visitors can get mixed messages. Your new website will benefit from an authentic voice that better communicates your offerings. We will create original content and edit existing content for consistency of tone and voice. The consulting, copywriting and copyediting hours are listed on the pricing page. Our copywriter will work with you to determine how this time can best be applied to deliver the most value for you.

Search Engine Optimization (SEO) for business: gets your services FOUND

We offer a range of monthly content and PR services which can be done 1-4x/mo, depending on what plan you choose; we create new content for our clients in the form of SEO blog posts. This service is very effective, especially for clients who don't have the time or SEO background to write new content regularly for their sites, because it builds strong, fresh content for Google to review, again based on the research and expertise of our dedicated copywriters. SEOSVC can be done on a month-to-month basis, billed with your monthly hosting fee, and we do not require long-term contracts for this service.

Staff Module to show your clients who you are and why they want to work with you

The staff module allows you to add, edit and remove staff to your website as needed. You can add a photo, contact information such as phone numbers or social media links, as well as background information on each staff member. When combined with an eService site, you can also link staff to those specific sections of your site for enhanced search engine optimization as well as usability. Further, if you have installed the locations module you can also link staff to specific or multiple locations with a single click, showing the staff that work at your different locations.

Photo Gallery Module: add high-quality visual appeal to your site

Build professional image galleries quickly and easily within the CMS. Enjoy the efficiency of drag-and-drop functionality as well as bulk uploading capabilities within the Photo Gallery module. Edit your galleries and populate captions with a few simple steps. Highlight the most visually-appealing aspects of your business or grab your client's attention with high-quality imagery.

MailFusion Module: Newsletter and eMail Marketing for increased business

As most business owners know, it is 10 times more expensive to get a new customer as it is to keep an existing customer; why not increase sales to your existing client base while earning additional clients? Our newsletter/email marketing module is designed for JUST THAT: it will report on your database of clients based on several variables and then manage an email campaign to bring these customers BACK.

Project Details and Terms

CLIENT OVERVIEW:

The Sammamish Heritage Society is a nonprofit (501.c.3) organization established to preserve the history, heritage and integrity of Sammamish, Washington. The Society was started with the idea to help residents and visitors to our city learn and understand about the diverse history of Sammamish.

The inaugural meeting of the Sammamish Heritage Society was held in April 1999 at the Paula Lillevand Cottage in the Beaver Lake Colony. At the first Sammamish Neighbor Day celebration in May 1999, the group presented a photographic display of the area's history. The Heritage Society is a Member of the Association of King County Historical Organizations and Eastside Heritage Roundtable.

The goals of the new site will be to better reflect the history and story of Sammamish, Washington using modern design elements for an enhanced user experience. We'll also be implementing a way for users to easily make donations online. The site will be mobile responsive giving users a rich experience on all devices (desktop/laptop, tablet, phone).

PROJECT OVERVIEW:

We'll create a professional, branded and easy to navigate design with all of the aesthetic elements required to convert views into clicks and clicks into customers. Based on our design survey, we'll improve the UX on your site and streamline the site architecture. Research has proven that a professional website with clear calls-to-action increases click-through rates (which result in increased users). We'll then develop the new design into a fully-functional, modern website and put it on the best platform on the market -one that WORKS: FusionCMS. This system offers all of the functionality you need to manage your entire site, from your history portfolio to your news posts, and includes advanced Search Engine Optimization.

SCHEDULE OF DEVELOPMENT

Our next open project slot is February 20, 2017; this project will take 8-12 weeks from design approval to complete

PROJECT NOTES:

Steve: As per our conversation, we are NOT offering you just a pretty website, but rather a complete **online marketing SOLUTION**. We'll present your organization as the expert in your field while giving you a site that will properly promote your message through search engines (SEO) ...AND build it to grow with your needs.

We're looking forward to knocking your socks off with our professional work and excellent customer service, and can start working for you as early as **February 20, 2017!**

I'm available to discuss your project anytime at **206.931.4387**

Itemized Pricing Proposal



Company **The Sammamish Heritage Society**

Project Number **7077**

Expiration Date **February 28, 2017**

Estimated Completion **8-12 weeks**
from design completion

QTY	PROJECT DELIVERABLES	PRICE
12	Project Management	\$1,020
40	Responsive Website Design	\$4,600
74	Responsive Website Development	\$8,510
1	FusionCMS Content Management System	\$700
	CRM, Form Builder & Contact Management Module	<i>Included</i>
	Portfolio Module	\$400
	Blog Module	\$300
8	Content Transfer & Formatting	\$680
8	QA Testing / UA Testing	\$680
2	Training Services	<i>Included</i>
Sub Total		\$16,210.00
Nonprofit Discount [45%]		\$7,295.00
PROJECT TOTAL		\$8,915.00

PRICING NOTES:

Your pricing includes a \$7,281.00 nonprofit discount!

PAYMENT TERMS

50% deposit upon agreement, 25% milestone payments @ 30 & GoLive

Optional Items

OPTIONAL SERVICES	PRICING
Website Copywriting & Messaging	\$125/hr
SEO Keyword Research & Site Ranking	\$750
Staff Module	\$350
Photo Gallery Module	\$300
Newsletter Module	\$350

SUPPORT, MANAGEMENT & HOSTING	PRICE PER MONTH
Professional, Secure Dual-Cloud Hosting	\$45
Daily Incremental Backups	\$20
Disaster Recovery Services / Archiving	\$20
Server & Database Management	<i>Included</i>
FusionCMS system upgrades for LIFE	<i>included</i>
Email Newsletter Bandwidth (per 5,000/emails/month)	\$35 <i>optional</i>
24/7 Support & Management	<i>included</i>
Total Monthly Service	\$85

High Level Website Specs:

- We recommend professional photography, and know photographers at most price-points. But up to \$250 stock photo credits are included in this project, which is enough for an average site
- All websites are built in the latest standards-compliant HTML5 and CSS2 & CSS3. We also use the JQuery JavaScript framework as well as AJAX as needed.
- Sites are designed responsive and layouts are created around the most common resolution, which is 1280 x1024.
- The site will be tested on all major browsers, including Firefox, Internet Explorer (v9+), Safari and Chrome.
- Your project includes a mobile-responsive website, which adjusts the fit of the site to the screen it's viewed on, be it a desktop, laptop, tablet or phone, but long pages will require scrolling.

Exhibit 2

Recent Website Projects (to show range)



Marcelle Taylor
Taylor Shellfish Farms

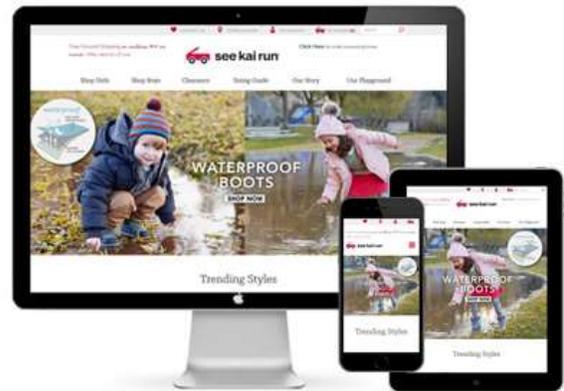
www.taylorshellfishfarms.com

Website design (responsive), FusionCMS, eCommerce Module, Locations Module, Testimonials Module, MailFusion (Newsletter module), BLOG System, Organic search engine optimization (SEO)

Brian Compton
See Kai Run

seekairun.com

Website Design (responsive), Website Development, eCommerce Module, Event Schedule Module, Testimonials Module, MailFusion (Newsletter module), BLOG System, Organic search engine optimization (SEO)



Tiffany Dorrion
Clise Properties

cliseproperties.com

Website Design (responsive), Website Development, Property Mgmt. Module, Services Module, Staff Module, BLOG Module, Organic search engine optimization (SEO)



Recent Nonprofit Projects

We wanted to show you some very different types of websites, but we also have **80 pages** of additional references available on request:



Greg McDonald
Children's Therapy Center
ctckids.org

Website design (responsive), Website development, eService Module, Photo Gallery, Locations Module, Staff Module, Online Scheduling, BLOG system, Search Engine Optimization (SEO)



Erik Iverson
HIV Cure Initiative
hivcureinitiative.org

Logo Revision, Website design (responsive), Website development, eService Module, Staff Module, Email Newsletter Module, BLOG System, Organic search engine optimization (SEO)



Mary Atwater
Young Survivor Coalition
youngsurvival.org

Website design (responsive), Web development, eService Module, Staff Module, FAQ Module, Event Module, Testimonial Module, MailFusion (Newsletter module), BLOG System, Organic search engine optimization (SEO)

Alecia Smith
T-Cell Leukemia Lymphoma Foundation
tcllfoundation.org

Website design (responsive), Web development, eCommerce Module, eService Module, Staff Module, Testimonials Module, BLOG system, Search Engine Optimization (SEO)



Misc. Projects of Various Type:



Cynthia Voth
Graham & Dunn
grahamdunn.efellecloud.com

Website design, Website development, LawFirmFusion Online Marketing System, Staff Module, Location Module, MailFusion (Newsletter module), BLOG System, Organic search engine optimization (SEO)

WINNER: LMA Your Honor Award for top law firm website, 2013

Danielle Terwilliger
Michigan National Guard
miarmyguard.com

Website design (responsive), Website development, eService Module, Locations Module, MailFusion (Newsletter module), BLOG System, Organic search engine optimization (SEO), Social Media Integration



Earl Gracey
TERRAIN

terrainseattle.com

Website design, Project Portfolio Module, Services Module, Staff Module, BLOG Module, Organic search engine optimization (SEO)

Julian Allen
Economic Development Council of Seattle King County
edc-seaking.org

Website design (responsive), Website development, eService Module, MemberFusion Module, Photo Gallery, Locations Module, Online Scheduling, Email Newsletter Module), BLOG System, Organic search engine optimization (SEO), Social Media Integration



Client Testimonials & Case Studies

Following are a handful of client testimonials and project summaries from clients who offered to share their results and experiences –we also have **80 pages** of client references spanning dozens of industries over **12 years**, as well as a **99.8% client retention rate** (vs the industry average is only 23% client retention over two years).

Charlie Gillette, Managing Director
Knowledge Anywhere

We took great care in choosing the right web firm and were immediately impressed with efelle's presentation and ideas, which were more thought out than our competitors. They outlined a structured plan for our website that would bring in more leads with organic SEO and present our services in a way that would entice people to take action. The results have been astounding; we started showing up at the top of Google for our search terms and had a 50% increase in leads alone and a 30% increase in conversions in the first few months. Additionally, the efelle team works with us on a regular basis to enhance our site. We've enjoyed our partnership and look forward to a long-term working relationship.

.....

Dr. Thomas Lamperti, Owner
Lamperti Facial Plastic Surgery

The EFELLE team has been fantastic to work with. Over the last few years, EFELLE has designed two websites for my practice and their expertise has been invaluable. After seeing great results with my first general practice website, which helped me meet my two-year goal in just six months, I enlisted the expertise of EFELLE again to design and develop a lead generation site. In addition to helping me reach top search rankings in Google, their customer service has been superb and their technical support, including after hours, has been excellent. I've confidently referred a number of peers at Pacific Medical Center and will continue to do so!

.....

Dr. Marosan, CEO & Clinic Director
Bellevue Plastic Surgeons

We did our first website with the efelle team in 2005 and had incredible success with leads and new patients; we have since worked on a total of four different projects and are in the process of launching a mobile site. efelle ensures that my online marketing efforts stay consistent with trends and they are always responsive. Their redesign of my main site this past year not only won a national web design award, but has also increased leads by 12% since launching! I recommend their work to anyone and have done so over the years to several colleagues.

.....

Jason Jensen, Project Manager
Gateway Construction Services

After spending six months researching which web company to work with, we found that efelle had not only the most dynamic strategy, but also a unique system [FusionCMS] that would let our team easily manage the entire site. Thanks to efelle, online leads are up almost 200% since we launched!

fusionCMS Cutsheet



Screenshot of the efelleCMS v4.1 dashboard. The interface includes a sidebar with 'CORE MODULES' such as Dashboard, File Manager, Form Builder, Alerts Builder, Page Editor, SEO, Spotlights, System Settings, and User Management. The main content area features a 'Welcome back, LOTCE' message, a 'What would you like to do today?' section with icons for 'Maintain your web pages', 'Do it your eCommerce', 'Update your photo gallery', 'Monitor & send newsletters', and 'Manage your SEO'. Below this is a line graph showing trends for 'Visitors', 'Sales', 'Sign-ups', and 'Contacts'. A summary table at the bottom shows: Visitors 168, Sales \$1243, Sign-ups 5, and Contacts 2. The footer of the dashboard includes 'Copyright © 2004-2009, efellemedia. All rights reserved.'

Say HELLO
to your
NEW, BEST
Salesperson!



fusionCMS

COMPLETE ONLINE MARKETING SYSTEM

Having an effective Web presence is a crucial marketing strategy that no company can do without. However, nothing kills interest in your company faster than outdated content and information.

From blue-chip companies to home-based companies, today's businesses are required to focus on flawless marketing - For this reason EFELLE MEDIA has created the most complete, easy-to-use & robust Web content management system on the market today, with integrated SEO tools to get you FOUND.

In a world where the pace of change is rapid and regular, content featured on your web site cannot stay static. Fast and easy content & updates through our easy-to-use web site content management system will give you the competitive edge, allowing you to utilize your web site as the most effective communication tool AND target your search terms using Google, Yahoo and Bing's favorite method: fresh, relevant content!

Use the system that's been getting positive results since 2005, and partner with an online marketing firm that offers PROVEN results: EFELLE MEDIA is your online marketing specialist! Give us a call to get your content under control TODAY!

It's **YOUR** marketing...



CALL TODAY
206.384.4909
WWW.GETFUSIONCMS.COM

Customer Service Commitment

We're proud of our 99.8% client retention rate – which is unheard of in our industry!

As a testament to our customer service commitment, we're still working with our first client (Seattle Flowers) and are proud of our incredible client retention. Most of our clients have been with us for years, having us work on their 2nd or 3rd redesigns over time.

Compare our 99.8% retention rate to the national industry average of 23% -we're here not only to get your new site up and running but also to support you along the way!

Professional Cloud Hosting: Secure & Managed

We have been building website & web-based software for over 8 years and have built several datacenters in the process. Our current datacenter architecture can be seen on the next page, which offers secure website hosting and comprehensive technical support, making downtime a thing of the past! Our monthly services include website and FusionCMS hosting, and 24/7 support services include (through online support tickets, and telephone and email support).

Also available are website maintenance & management packages including free system updates, server maintenance and upgrade services as well as daily, incremental backups (every 3hrs) as well as disaster recovery services. This is a one-call-does-it-all service, offering everything from website & CMS support to cloud hosting from a single point of contact. In summary:

- Premium cloud-based web hosting server
- Quad-core processing
- Ultimate speed with SAS storage
- Server maintenance
- Database management
- Unlimited CMS use and access licensing
- Integrated statistical reporting
- Custom programming support
- System training & support
- Embedded SEO service

System backup process

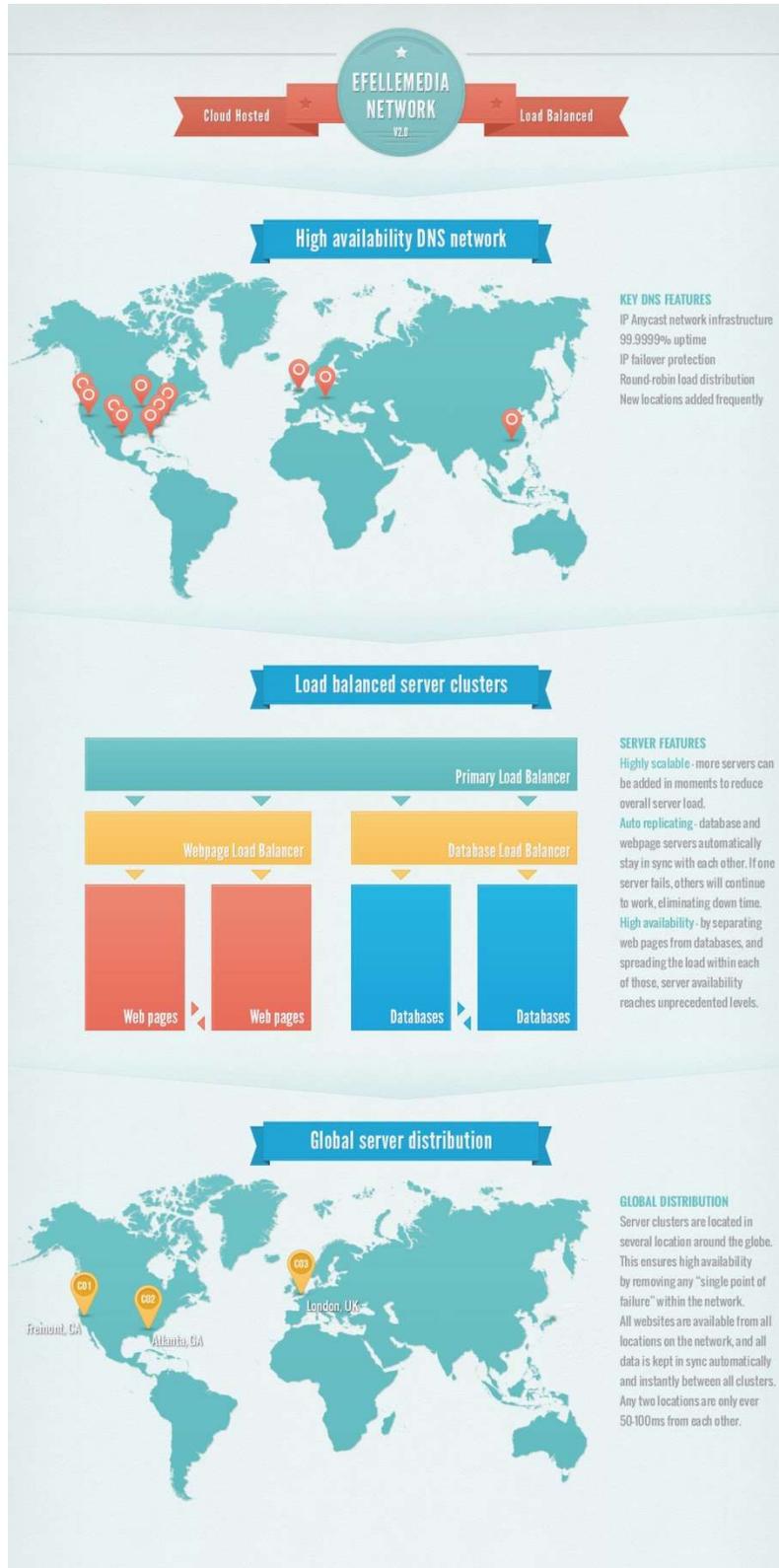
Databases are automatically backed up daily. Daily copies are kept for a week, then they rotate to weekly backups, of which we retain 4, after which they become monthly backups, which we retain for up to 6 months. Files for the site are incrementally backed up automatically daily. By keeping incremental daily backups, we can restore the site back up to a full week in its entirety.

Supporting mirrored sites (disaster recovery)

The network is globally load balanced and mirrored automatically. Mirroring happens instantaneously as data is added to any of the servers. We do offer the additional service of creating a working static copy of your site which can be placed on a separate host for additional failover redundancy.

The FusionCMS Cloud Hosting Network

Our load-balancing, redundant hosting infrastructure is very unique in that it offers not only DNS failovers but ALSO a global server distribution over three, different data centers –the following image outlines the system (clicking the image will take you to a [full size image](#)):



Client Support Services

Our customer support staff offers in-house, 24/7 support through phone, email, and online support ticketing. Our Support Ticket System, Knowledge Base & Training Guides can be found at www.efellesupport.com. Please reference our SLA for additional details.

Online Support Ticket Tracking: <http://www.efellesupport.com/>

Efelle Media's online support ticket management system is available 24/7/365 and allows immediate entry and tracking of support issues through our online system. It also offers a list of FAQ [frequently Asked Questions] to the most common issues.

Support Hotline: 206.384.4909

Standard-level Support Plan: Standard accounts have access to our technical support line during business hours, which are Monday through Friday 8am to 5pm, not including National holidays –if the call is made after business hours the answering service will take the information and the issue will be handled on the next business day. We offer as 24 hour response window.

Premium-level Support Plan: Clients who require additional support have access to our support line 24/7/365 –if the call is made after hours the answering service will take the information and page our on-call support tech who will respond within 4hrs. Typical response time for Premium level support is 1-4hrs.

Support eMail: support@efelle.com:

Base-level hosted accounts are able to utilize our support email 24/7/365 –the response time will vary during business hours, which are Monday through Friday 8am to 5pm, not including National holidays –if the email is sent after business hours the issue will be handled on the next business day.

Premium-level hosted accounts are also able to utilize our support email 24/7/365 BUT we recommend Premium Level account holders use Online Support or the telephone hotline for quicker response.

Support Metrics

Service performance metrics and service level objectives:

- **ABA** (Abandon Rate): Percentage of calls or support tickets abandoned while waiting to be answered: **0%**
- **TSF** (Time Service Factor): Percentage of issues responded to within a definite timeframe: **80% in 4 hours during the course of the business day, 15% in 2 hours and 5% in 1 hour.**
- **FCR** (First Call Resolution): Percentage of incoming issues that can be resolved without the use of a callback, or without having the caller call back the helpdesk to finish resolving the case: **75%**
- **UPTIME:** We offer a 99.9% network uptime guarantee; we ensure that your power is up all the time through the Westin Building generators and our Uninterruptible Power Supply (UPS). Our facilities provide power systems that feature continuous, redundant and protected AC or DC power, built to N+1 redundancy. The redundant power enables your equipment to run continuously, even in the event of a major outage.
- **SECURITY:** The safety of our clients and their equipment is a top priority. Our facility has 24/7/365 security personnel, key card access, and video/audio monitoring.

Contact Information

We're here to not only get your new site up and running but also support you along the way! We offer several methods of support, from online training videos to step-by-step user guides to phone- and support-ticket based assistance:

TRAINING AND SUPPORT

CMS Training Videos:

<http://training.efellemedia.com>

24/7 Support Ticket System:

<http://www.efellesupport.com> / 800.384.4909

Knowledge Base & Training Guides:

<http://www.efellesupport.com>

eMail Address:

support@efelle.com

PROJECT STAFF CONTACT INFO

Business Development:

Fred Lebhart	206.384.4909 x 4127	fred@efelle.com
Leif Parcell	206.384.4909 x 4122	leif@efelle.com
Aron Prenovost	206.384.4909 x 4131	aron@efelle.com
Marc Takeuchi	206.384.4909 x 4135	marc@efelle.com
Rheena Stirm	206.384.4909 x 4130	rheena@efelle.com

Project & Account Management:

Colin Griffiths	206.384.4909	colin@efelle.com
Leslie Schipper	206.384.4909 x 4128	leslie@efelle.com
Bridger Sperry	206.384.4909 x 4123	bridger@efelle.com
Cory James	206.384.4909 x 4129	cory@efelle.com

Design Team:

Jessica Bryant	206.384.4909	jessica@efelle.com
Kerry Sweeney	206.384.4909	kerry@efelle.com
Kevin Gamache	206.384.4909	kevin@efelle.com
Veronica Walker	206.384.4909	veronica@efelle.com
Ariana Zukowski	206.384.4909	ariana@efelle.com
Ben McChesney	206.384.4909	ben@efelle.com

Development & Production Team:

Ingrid Cuthbert	206.384.4909	ingrid@efelle.com
Jessica Clark	206.384.4909	jessicac@efelle.com
Mat Harris	206.384.4909	mat@efelle.com
Amanda Eldreth	206.384.4909	amanda@efelle.com
Alison McKay	206.384.4909	alison@efelle.com
Brian Garland	206.384.4909	brian@efelle.com
William Saballos	206.384.4909	william@efelle.com
Catarina Guevara	206.384.4909	catarina@efelle.com
Matt Pantoja	206.384.4909	matt@efelle.com

Application Development:

Corne' de Leeuw	206.384.4909	cdl@efelle.com
Shane Krolkowski	206.384.4909	sk@efelle.com
Shea Lewis	206.384.4909	shea@efelle.com
Cameron Van Orman	206.384.4909	cameron@efelle.com



PROJECT AND DEVELOPMENT AGREEMENT

Project #7077

THIS AGREEMENT is made on _____ by and between EFELLE CREATIVE ("COMPANY") and **The Sammamish Heritage Society - 704 228th Ave. NE PMB 222 - Sammamish, Wa 98074** ("Client").

The purpose of this Agreement (hereafter referred to as the "Agreement") is to outline a contract arrangement under which Company will provide website design and development services, as well as web-based application services (website CMS (content management system)) & Website Hosting services on behalf of Client.

Agreements:

In consideration of the mutual covenants set forth in this Agreement, Company and Client hereby agree:

Payment for Services:

Client agrees to pay Company a total of **\$ 8,915.00**. This amount includes the website design and up to 2 rounds of revisions, as well as website development and content management integration as stated in this proposal.

Nonprofit Discount:

The client is receiving a **45% 501 (c)(3) non-profit discount** given by the Company for the initial project. Upon project completion, the client will pay standard pricing for any future enhancements/modifications to the website.

Payments agreed upon as follow:

- **50% Deposit of \$ 4,457.00 upon Agreement**
- **25% Milestone Payment of \$ 2,228.75 at 30 days**
- **Balance of \$ 2,228.75 at GoLive**

Support and hosting will be billed at **\$ 85.00** per month, billed on the first of the month post GoLive, and includes the following, in conjunction with Exhibit B **[service-level-agreement.pdf]**:

- Website & FusionCMS (Website Content Management App) Licensing
- Cloud Hosting, Server and Database Management & Support
- MailFusion licensing & eMail bandwidth (up to 5,000 email/month –additional bandwidth available)
- Maintenance Package (including free system updates) & Server Management
- 24/7 Support (online support ticket, telephone & email support)
- Real-time Website Statistics, daily incremental backups & disaster recovery services

Upon completion of the initial 12-month service and hosting plan the monthly service charge will automatically be billed for a new, month-to-month cycle (billed monthly) to avoid interruption of service.

1. Terms:

Subject to the terms and conditions of this Agreement, Company will provide Web Hosting services for Client subject to the following terms:

Length of Service: Client agrees to an initial twelve (12) month contractual term of service ("Term"). The length of contract required is based on the type of service desired by Client and shall be determined solely by Company.

Service Start Date: The first payment plus setup charges, if any, shall be due in advance of any service provided. Service shall begin upon Company receipt of payment for such first Term of service or upon a mutually agreed upon alternate date.

Renewal by Client: To ensure no suspension in service after the initial 12 month hosting plan, this Agreement will automatically renew unless cancelled in writing by Client at least 30 days prior to the end of Term renewal date. Renewal prices are subject to change within reason (not to exceed a 15% increase over previous year). Renewal of services by Client indicates agreement to any Contract revisions and price changes. Renewal fees for the following term will be automatically invoiced to Client's account.

Initials

Exhibit 2

2. End User Pricing and Web Hosting Compensation:

End User pricing and Web Hosting Compensation is outlined in pricing matrix and is subject to change by mutual agreement.

3. Terms of Payment:

Terms of payment are C.O.D. unless credit approval has been granted by Company. If credit approval has been granted, credit terms are net 10 days upon receipt of invoice. We reserve the right to revoke any credit extended if payment is in arrears for more than 30 days.

4. Proprietary Information:

Proprietary information exchanged here under shall be treated as such by Client. This information shall include, but not be limited to, the provisions of this Agreement, product and services information and pricing. Client further agrees to not decompose, disassemble, decode or reverse engineer any Company program, code or technology delivered to Client or any portion thereof.

5. Censorship:

Company will exercise no control whatsoever over the content of the information passing through the network, email or web site.

6. Warranties:

Company and any persons employed by Company shall use their best efforts to perform the work in a professional manner, and in accordance with the usual and customary professional care required for services of the type described in the Scope of Work. Except for the foregoing and as otherwise provided by law, Company makes no warranties or representations of any kind, whether expressed or implied for the service it is providing. Company does not represent guarantees of speed or availability of end-to-end connections.

7. Trademarks and Copyrighted Material:

Client warrants that it has the right to use any applicable trademarks or copyrighted material used in connection with this service.

8. Transfer of Agreement:

Client may not assign or transfer this Agreement, in whole or in part without the prior written consent of Company. In the event that Client contemplates whole or partial sale of its business, ownership change, or change in jurisdiction, Client shall notify Company by mail, facsimile or email no less than 60 days prior to the effective date of the event.

9. Termination:

Company may terminate this Agreement at its sole discretion upon the occurrence of one or more of the following events: 1) failure to comply with any provisions of the Agreement upon receipt of written notice from Company of said failure, 2) appointment of Receiver or upon the filing of any application by Client seeking relief from creditors – both of which requiring reasonable time to cure, and/or 3) upon mutual agreement in writing of Company and Client.

10. Disputes:

If legal proceedings are commenced to resolve a dispute arising out of, or relating to, this Agreement, the prevailing party shall be entitled to recover all costs, legal fees, and expert witness fees as well as any costs or legal fees in connection with any appeals.

11. Indemnification:

Client shall indemnify and hold Company harmless from and against any and all claims, judgments, awards, costs, expenses, damages and liabilities (including reasonable attorney fees) of whatsoever kind and nature that may be asserted, granted or imposed against Company directly or indirectly arising from or in connection with Client's marketing or support services of the product or services or the unauthorized representation of the product and services or any breach of this Agreement by Client.

Initials

Exhibit 2

12. General:

If any provision of this Agreement is held to be unenforceable, the enforceability of the remaining provisions shall in no way be affected or impaired thereby. This Agreement shall be governed by and construed in accordance with the laws of the State of WA. Exclusive jurisdiction and venue shall be in the King County, WA Superior Court. A failure by any party to exercise or delay in exercising a right or power conferred upon it in this Agreement shall not operate as a waiver of any such right or power.

13. Changes in Scope

The following changes in scope will likely result in additional costs and schedule delays:

- Requests for additional deliverables to the approved scope of work
- A change to a project element after a round of revision has passed
- Changes to the creative direction after the design concepts are approved
- Major changes, additions to, deletions from, or reorganization of content after approval
- Requests for additional elements and/or functionality during review cycles
- Additional rounds of revision in addition to revisions or refinements beyond those allotted for in the proposal (collectively called "changes")
- Schedule delays or the project being put on hold

Each party represents and warrants that, on the date first written above, that they are authorized to enter into this Agreement in entirety and duly bind their respective principals by their signature below.

EXECUTED as of the date first written above:

THE SAMMAMISH HERITAGE SOCIETY

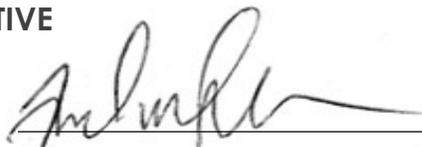
Agreed By: _____

Printed Name: _____

Title: _____

Date Signed: _____

EFELLE CREATIVE

Agreed By:  _____

Printed Name: Fred Lebhart _____

Title: Founder _____

Date Signed: February 7, 2017 _____

Exhibit 2

Report on the Eastside Transportation Forum, May 5, 2017

Don Gerend

This was a three hour forum with a “goal to understand all of the many transportation projects and potential impacts anticipated in the next 3-5 years and to seek real, tangible action to ease the effects on users of the transportation network in East King County” to quote KC Councilwoman Claudia Balducci. The challenge was “to discuss: 1) what is known about the current and expected transportation challenges in the area that will impact eastside mobility 2) what is currently being done to address/mitigate these challenges and 3) what additional steps/measures could be taken to improve eastside travel.” It was attended by perhaps 100 electeds and staff persons

King County staff person Ariel Taylor (ariel.Taylor@kingcounty.gov, 206-477-3778) facilitated and is the contact person for follow-up. The first speaker was Roger Millard, Washington State Secretary of Transportation. He pointed out that about ¼ of the WSDOT budget is Federal funds, the rest State revenues. He identified the “hot spots” of future activity; upcoming/current projects in Seattle are SR 99 tunnel, the Coleman ferry terminal, I-5 pavement rehab, I-5 ship Canal bridge deck overlay, SR 99/Aurora Ave paving to 145th, and the Alaskan Way viaduct demolition. On the Eastside he went into details of the I-405 plans, starting with the 2002 EIS Record of Decision consensus which focused on Roadway improvements (2 new lanes in each direction and local arterial improvements) as well as Transit and Transportation Choices (BRT system, New transit centers, 50% increase in transit service, HOV ramps & flyer stops, Potential managed lane system, 5,000 new P&R spaces and 1700 new vanpools) and environmental enhancements. He pointed out projects such as I-405 Northbound peak use shoulder lane, Renton to Bellevue widening & express toll lanes scheduled to be constructed and open by 2024. Also, that SR-520 bridge West section is funded but won't be completed until 2027. I asked about I-90 projects and he said that he wasn't asked to cover that corridor at the forum; very strange.

The next speakers were Peter Rogoff, CEO of Sound Transit, and Rick Ilgenxxx(sp?), ST Manager. They summarized ridership projections; 18.8 million in 2009, 42 million in 2016 and 176 million projected for 2040, along with 116 miles of light rail with 80 stations serving 16 cities. Also, new park and ride lots in Edmonds, Mukilteo and Sammamish. The SE Redmond Parking Garage will have 1,400 stalls and the link extension to downtown Redmond will be by 2024. They said that the 1,400 stall garage will be full when it opens, so I ask why aren't they building it larger? This might be a good point of discussion in our meeting with Redmond. The East Link will be 14 miles and have 10 stations and will open by 2023 (assuming that the first ever train system across a floating bridge doesn't have problems).

Metro General Manager Rob Gannon and Victor Obeso gave an update on Metro, mentioning the Metro Connects long range plan for 2025 and 2040. They talked about when the 116 miles of light rail are completed that much of Metro service will be connecting to the Link stations (which means there will be no more direct bus routes to Seattle, for example, just bus routes to Link in Bellevue). Currently there are some 25,000 P&R stalls and project an additional 13,000 between Metro and Sound Transit by 2040. A point to understand is that Metro Connects is not fully funded; it is one thing to have a great vision of future service and another thing to get the revenues to provide that service. They also talked briefly about the One Center City plan which is really Seattle centric and many of the suburban cities have angst about it.

We then broke out in 10 groups and brain stormed issues that will arise from future projects and ideas of mitigation. My table included a staff person of Councilwoman Balducci's, a staff person from Senator Murray's office, WSDOT Toll system manager, Robin Mayhew of PSRC, a KCDOT manager, Chester Knapp of City of Redmond and Dave Berg who is the transportation director for the City of Bellevue. We had a lively discussion with focus on last mile solutions, apps which provide real time alternatives, slugging (real time ride sharing). I brought up the concept of subsidizing last mile Uber type programs and our concerns about SR-202.

The tables then reported out to the whole forum and Claudia then promised that these outcomes will be condensed and distributed to participants. I am awaiting the summaries.

COUNCIL REPORT

CHRISTIE MALCHOW

JUNE 6, 2017

5/20/17: Attended the Fire ground 101 put on by Eastside Fire & Rescue. It was a great opportunity to see how teams work together in any given task. I was able to do a search & rescue operation (in a dark, smoke filled room), entering a vehicle that had been in an accident (by utilizing the jaws of life), put out a kitchen fire, and break down a door. I was joined by other board members, including Councilmember Valderrama. I would highly recommend the experience to better understand the circumstances to which or fire fighters & EMTs experience when responding to calls.



5/22/17: Attended the Finance Committee Meeting.

5/30/17: Attended the Pine Lake Middle School Ground Breaking event with Mayor Gerend, Councilmembers Huckabay & Valderrama.

6/1/17: Plan to attend the Issaquah-Pine Lake Road open house at Pacific Cascade MS.

