



BUCKLEY CITY COUNCIL MEETING AGENDA
January 28, 2020
Multi-Purpose Center, 811 Main Street
City Council Meeting
Opening 7:00 P.M.

Call to Order
Pledge of Allegiance
Roll Call of Council Members

Next Ordinance # 01-20
Next Resolution #20-02
Next Agenda Bill #AB20-010

A. Citizen Participation

Time Limit of Three Minutes (Citizens wishing to speak are Encouraged to sign up at City Hall by Wednesday prior to the Council Meeting)

B. Staff Reports

C. Main Agenda

1. ORD No. ____-20, Old Fire Station/Police Station Rezone Pg.
2. RES No. 20-____, Amending Taxes, Rates and Fees Schedule #31 Pg.
3. Service Agreement – South Sound 911 for Fire Communications Pg.
4. Phase II – Climbing Boulder Project Pg.
5. Engineering Services Proposal – Stormwater Management Comprehensive Plan Update Pg.
6. Buckley Storage Design Review Amendment Pg.
7. Discussion on Possible Purchase of Buckley Feed Store Pg.
8. Executive Session – To Discuss Price for Sale of Burbank Property

D. Consent Agenda

9. A. Approve Minutes of January 14, 2020 Pg.
- B. Claims
- C. Transfer Voucher
- D. Payroll

E. Committee Reports

10. .Mayor's Report Johnson
11. Administration, Finance & Public Safety Smith
12. Community Services Bender
13. Council Member Comments & Good of the Order



CITY OF BUCKLEY ♦ PO BOX 1960 ♦ BUCKLEY, WA 98321
360-829-1921 ♦ Fax 360-829-2659 ♦ <http://www.cityofbuckley.com>

CITY OF BUCKLEY MEETING LIST

January 2020

Jan. 23	1:00 PM	Community Services Committee (City Hall)
Jan. 27	7:00 PM	Planning Commission
Jan. 28	7:00 PM	City Council

February 2020

Feb. 4	7:00 PM	City Council Study Session
Feb. 5	4:00 PM	Admin/Finance/Public Safety (City Hall)
Feb. 10	7:00 PM	Planning Commission
Feb. 11	7:00 PM	City Council
Feb. 24	7:00 PM	Planning Commission
Feb. 25	7:00 PM	City Council

January 2020



Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1 City Hall Closed 	2	3	4
5	6	7 7 Study Session	8	9	10	11
12	13 7 Planning Commission	14 7 City Council	15	16	17	18
19	20 Holiday—City Hall Closed	21	22	23	24	25
26	27 7 Planning Commission	28 7 City Council	29	30	31	

February 2020



Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	3	4 7 City Council Study Session	5 4 Admin/Finance/ Public Safety	6	7	8
9	10 7 Planning Commission	11 7 City Council	12	13	14 <i>Happy Valentine's Day</i>	15
16	17  City Offices Closed	18	19	20	21	22
23	24 7 Planning Commission	25 7 City Council	26	27	28	29

A. CITIZEN PARTICIPATION

B. STAFF REPORTS

C. MAIN AGENDA

CITY COUNCIL AGENDA BILL

City of Buckley
PO Box 1960
Buckley, WA 98321

ITEM INFORMATION			
SUBJECT:		Agenda Date: January 28, 2020 AB20-010	
ORD No. ___-20 Adopting the Findings and Conclusions of the Hearing Examiner's Recommendation for the City Rezone	Department/Committee/Individual	Created	Reviewed
	Mayor Pat Johnson		X
	City Administrator – Dave Schmidt		X
	City Attorney – Phil Olbrechts		X
	City Engineer – Dominic Miller		
	City Clerk – Treva Percival		X
	Finance Dept – Sandra Groshong		
	Building Official – Mike Deadmond		
	Fire Dept – Chief Predmore		
	Parks & Rec Dept – Kevin Caviezel		
	Planning Dept – Leticia Wallgren	X	X
	Police Dept – Chief Arsanto		
Municipal Court – Jessica Cash			
	PW/Utilities – Chris Banks		
Attachments: Exhibit A (Recommendation), Exhibit B (Legal Description), and Ordinance			
<p>SUMMARY STATEMENT: The former City Police and Fire stations have been sold to private parties. Their current zoning designation, Public (P) is not appropriate for the existing and proposed uses. A rezone from Public (P) to Historic Commercial (HC) will assign a designation that is consistent with the surrounding zone and the implementation of the comprehensive plan.</p>			
COMMITTEE REVIEW AND RECOMMENDATION: Hearing Examiner – Approval Recommended			
<p>RECOMMENDED ACTION: MOVE to Approve Ordinance No. 01-20, Adopting the Findings and Conclusions of the Hearing Examiner's Recommendation for the Rezone of the Old Police Station lot and the Old Fire Station lot.</p>			
RECORD OF COUNCIL ACTION			
Meeting Date	Action	Vote	

OFFICE OF THE HEARING EXAMINER

CITY OF BUCKLEY

REPORT AND RECOMMENDATION



FILE NO.: R-19-0002
OLD POLICE/FIRE STATION REZONE

APPLICANT: City of Buckley
Attn: Dave Schmidt, City Administrator
P.O. Box 1960
Buckley, WA 98321

PLANNER: Leticia Wallgren

SUMMARY OF REQUEST:

City of Buckley is seeking to rezone property located at 133 Cedar Street and 151 Cedar Street. An old police station is located at 133 Cedar Street and an old fire station is located at 151 Cedar Street. Both these lots are zoned Public. The City is seeking to rezone both lots to Historic Commercial. The purpose of the rezone will be to bring the lots in conformity with adjacent lots, which are zoned Historic Commercial and to create a designation that demonstrates consistency with the spirit and intent of the area.

SUMMARY OF RECOMMENDATION: Request granted.

DATE OF RECOMMENDATION: January 2, 2020

PUBLIC HEARING:

After reviewing the Planning Department Staff Report and examining available information on file with the application, the Examiner conducted a public hearing on the request as follows:

The hearing was opened on December 16, 2019, at 2:00 p.m.

Parties wishing to testify were sworn in by the Examiner.

The following exhibits were submitted and made a part of the record as follows:

- EXHIBIT A - Planning Department Staff Report**
- EXHIBIT 1 - Rezone Application**
- EXHIBIT 2 - Project Narrative**
- EXHIBIT 3 - Parcels Current Zoning Map**
- EXHIBIT 4 - Parcels Legal Description**
- EXHIBIT 5 - Parcels Vicinity Map**
- EXHIBIT 6 - Notice of Application and Public Hearing**
- EXHIBIT 7 - Old Buckley Fire Station Purchase and Sale Agreement**
- EXHIBIT 8 - Old Buckley Police Station Purchase and Sale Agreement**

The Minutes of the Public Hearing set forth below are not the official record and are provided for the convenience of the parties. The official record is the recording of the hearing that can be transcribed for purposes of appeal.

Appearing was LETICIA WALLGREN, City planner, who briefly summarized the Staff Report, which is hereby incorporated by reference. The applicant, City of Buckley, is moving to rezone two parcels of property located at 133 Cedar Street and 151 Cedar Street. Both lots are currently zoned Public. Their Comprehensive Plan designation for both is Commercial and Mixed Use (CMU). The City is requesting that the zoning be changed from Public to Historic Commercial to bring the lots in conformity with the lots to the north and the west. The building at 133 Cedar Street has historically been used as a police station, but was vacated several years ago and it is now empty. The building located at 151 Cedar Street was used as a fire station and has been converted to a cross fit gym and is currently rented. The City desires to sell both of these properties. However, in order to sell the properties they need to have a rezone so they may be used for commercial purposes. The City desires to maintain the historical interest in both of these buildings and therefore is asking for the Historic Commercial zoning designation. The City code does not contain any criteria for granting or denial of a rezone. The Comprehensive Plan designates both sites as Commercial and Mixed Use. The Staff Report indicates that the parcels to the north, south, east, and west of the two lots share the Commercial Mixed Use designation. The surrounding neighborhood is developed with multi-family, commercial, and public use. Both lots are zoned Public. The purpose of the public zone is to provide public services for all public needs to create a strong and sustainable economy and provide public services efficiently. The current zoning is inconsistent with the Comprehensive Plan designation of commercial and mixed use. RCW 36.70A.130(D) provides in pertinent part "Any amendment of or revision to development regulations shall be consistent with and implement the comprehensive plan". In Ahmann-Yamane, L.L.C., v. Tabler, 105 Wn. App. 103 (2001). The court held in pertinent part that: "In fact, if a proposed rezone implements the policies of a comprehensive plan, a showing of changed circumstances is not required". While the City code does not provide any criteria for a rezone, the case law and statutes indicate that bringing the zoning in conformance with a comprehensive plan is favored. The comprehensive plan states in pertinent part that a commercial and mixed use

area is an area where uses are to be more people-oriented with less intense retail than in an I and GC. Uses are to include residences above retail and provision of a buffer zone allowing commercial zones in which single-family and high density and multi-family uses are allowed. Staff has reviewed the proposal and recommends approval of same. It should be noted that if the Hearing Examiner decides to approve the rezone, no conditions are needed just the Hearing Examiner's recommendation is all that is requested.

Appearing was the Mayor of Buckley, Patricia Johnson, who has read the Staff Report, is in agreement with it, and requests approval of staff's recommendation.

No one spoke further and the Hearing Examiner took this matter under advisement. The hearing was concluded at 2:12 p.m.

NOTE: A complete record of this hearing is available in the office of the City of Buckley Planning Department.

FINDINGS, CONCLUSIONS, AND RECOMMENDATION:

FINDINGS:

1. The Hearing Examiner has admitted documentary evidence into the record, heard testimony, viewed the site, read the Staff Report and its exhibits, and researched the issues.
2. The City of Buckley is the owner of two irregularly shaped parcels of property located at 133 and 151 Cedar Street, Buckley.
3. The proposed rezone is exempt from SEPA review. The City SEPA responsible official has determined the project is exempt from SEPA review pursuant to WAC 197-11-800(6)(c) because the proposed zone implements the comprehensive plan. Staff has testified that a rezone is necessary for consistency with the comprehensive plan use map designation.
4. Notice of the public hearing was given in compliance with Buckley Municipal Code.
5. The Staff Report with its attachments adequately summarizes the issues before the Examiner and its findings and conclusions are hereby incorporated by reference.
6. The City of Buckley is the owner of two irregularly shaped parcels of property located at 133 and 151 Cedar Street, Buckley. Both lots are improved with buildings. The building located at 133 Cedar Street is the former police station. The building located at 151 Cedar Street is the former fire station. The fire station is currently being leased to a cross fit gym organization and the police station is vacant. The owner of the cross fit business wishes to purchase the old fire station

and apparently there is a separate private owner who wishes to purchase the old police building. The City has contracts for sale for both parcels of property. The City is requesting a rezone of these parcels from Public to Historic Commercial. The rezone will bring the lots in conformance with the comprehensive plan, which designates these lots as commercial and mixed use. A rezone will provide continuity with other lots in the area. It should be noted that the desire of the City is to maintain the history of these buildings.

7. Both lots are zoned Public. The comprehensive plan designates both lots as Commercial and Mixed Use.
8. The parcels to the north, south, east, and west of the subject area have a comprehensive plan designation of Commercial and Mixed Use.
9. Rezoning these lots to Historic Commercial would be consistent with the surrounding lots to north and the west and would cause the zoning to be consistent with the provisions of the comprehensive plan.
10. The City of Buckley zoning code contains no criteria for the granting or denial of a rezone application. However, the appellate courts in the State of Washington have imposed rezone criteria requiring that proponents of a rezone establish that conditions have substantially changed since the original zoning and that the rezone must bear a substantial relationship to the public health, safety, morals, or welfare. See Ahmann-Yamane, LLC, v. Tabler, 105 Wn. App. 103, 111 (2001). However, if a rezone implements a comprehensive plan a showing of change of circumstances is not required according to the Ahmann decision. RCW 36.70A.130(D) provides in pertinent part that any amendment or revision to development regulations shall be consistent with and implement the comprehensive plan. In the instant case this rezone will provide consistency between the comprehensive plan and the zoning of the subject area. The Ahmann case and cases cited therein indicates that if in fact a proposed rezone implements the policies of a comprehensive plan, a showing of changed circumstances is not required. In the instant case this rezone will implement the policies of the comprehensive plan and therefore a demonstration of substantial changes circumstances is not necessary. Although when you look at the buildings and look at the changes in use over the years it is more likely than not that a substantial change of circumstances has occurred to support a rezone. The change in neighborhood, cross fit gym, and the absence of public services in the immediate area would all support a finding of a change in circumstances.

Based on the foregoing Findings the Examiner makes the following Conclusions.

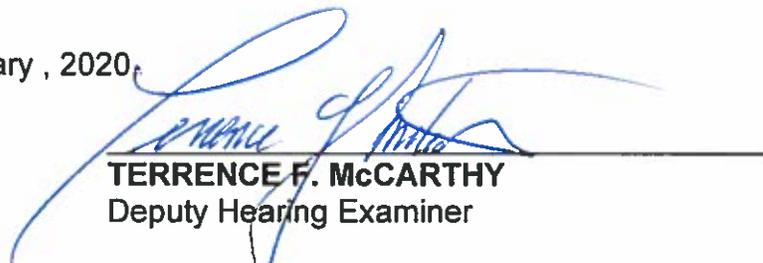
CONCLUSIONS:

1. The Hearing Examiner has jurisdiction to consider and decide the issue presented.
2. The proposed rezone from Public to Historic Commercial implements the comprehensive plan designation of Commercial and Mixed Use. Both case law and statutory structure indicate that there should be consistency between the comprehensive plan designation and the zoning code designation. There is absolutely no evidence of any adverse impacts caused by this rezone and therefore the Examiner recommends to the City Council that the application for rezone be approved.

RECOMMENDATION:

The Hearing Examiner recommends to the City Council that the application for rezone of the parcels located at 33 and 151 Cedar Street from Public to Historic Commercial be granted.

ORDERED this 2nd day of January , 2020.



TERRENCE F. McCARTHY
Deputy Hearing Examiner

TRANSMITTED this 2nd day of January , 2020, to the following:

APPLICANT: City of Buckley
Attn: Dave Schmidt, City Administrator
P.O. Box 1960
Buckley, WA 98321

OTHERS:

CITY OF BUCKLEY

5X

APPEAL PROCEDURES

20.01.260 Appeals.

(7) Judicial Appeal. BMC 20.01.030 identifies final decisions appealable to superior court (Hearing Examiner decision are identified as going to superior court). In lieu of superior court, some appeals of final decisions are required by state law to be filed in other forums. The appellant bears the responsibility of filing an appeal in the proper forum and no assurances are made as to the accuracy of the forums designated for appeal in Table 1, BMC 20.01.030.

- (a) The cost of transcribing and preparing all records ordered certified by the court or desired by the appellant for such appeal shall be borne by the appellant.
- (b) Prior to the preparation of any records, the appellant shall post with the city clerk an advance fee deposit in the amount specified by the city clerk. Any overage will be promptly returned to the appellant.

Legal Description for 133 Cedar St (parcel # 2975000800):

Section 03 Township 19 Range 06 Quarter 31 CHAMBERLAINS : PARCEL A OF ROS FOR BLA PER 2019-01-10-5005 DESC AS FOLL L 2 & 3 B 15 EXC THEREFROM THAT POR OF SD L 3 LYING S OF THE FOLL DESC LI COM AT THE SE COR OF SD L 3 TH N 1 DEG 23 MIN 41 SEC W ALG

Legal Description for 151 Cedar St. (parcel # 2975000810):

Section 03 Township 19 Range 06 Quarter 31 CHAMBERLAINS : PARCEL B OF ROS FOR BLA 2019-01-10-5005 DESC AS FOLL L 3 & 4 & N .4 FT OF L 5 B 15 EXC THEREFROM THAT POR OF SD L 3 LYING N OF THE FOLL DESC LI COM AT THE SE COR OF SD L 3 TH N 1 DEG 23 MIN

CITY OF BUCKLEY, WASHINGTON

ORDINANCE NO. ___ - 20

AN ORDINANCE OF THE CITY OF BUCKLEY, WASHINGTON, CONCERNING TWO LOTS OF RECORD LOCATED AT 133 CEDAR STREET (PARCEL NUMBER 2975000800) AND 151 CEDAR STREET (PARCEL NUMBER 2975000810) ; TO ALLOW A REZONE FROM THE PUBLIC (P) ZONE TO THE HISTORIC COMMERCIAL (HC) ZONE FOR CONSISTENCY WITH THE SPIRIT AND INTENT OF THE ZONE AND THE COMPREHENSIVE PLAN; PROVIDING FOR SEVERABILITY; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the current City Comprehensive Plan was adopted in 2015; and

WHEREAS, the Comprehensive Plan allows for various zones within each Comprehensive Plan district; and

WHEREAS, the subject parcel is designated Commercial and Mixed Use (C-MU) by the City Comprehensive Plan; and

WHEREAS, the Historic Commercial (HC) zone is implementing the C-MU Comprehensive Plan designation; and

WHEREAS, the subject .05-acre property located at 133 Cedar Street (Parcel #2975000800) and the subject .12-acre property located at 151 Cedar Street (Parcel #2975000810) are currently zoned Public (P); and

WHEREAS, the HC zone is intended to preserve and maintain commercial parcels for neighborhood-oriented businesses and pedestrian connectivity per the Buckley comprehensive plan; and

WHEREAS, the P zone is intended to provide public services for all public needs to create a strong and sustainable economy and provide public services efficiently; and

WHEREAS, the City Zoning Code recognizes the P zone is not conducive to intended commercial uses; and

WHEREAS, the surrounding land is mostly zoned Historic Commercial (HC) and Neighborhood Mixed-Use (NMU); and

WHEREAS, any current and future use of the property must comply with the City's zoning code; and

WHEREAS, rezoning to HC will improve this parcel's compatibility with the surrounding neighborhood's commercial nature; and

WHEREAS, the City provided proper notice of this application and the public hearing pursuant to the Buckley Municipal Code; and

WHEREAS, this rezone is exempt from State Environmental Policy Act (SEPA) review pursuant to WAC 197-11-800(6)(c); and

WHEREAS, the Hearing Examiner conducted a public hearing on this proposal on December 16, 2019; and

WHEREAS, the Hearing Examiner recommended, on January 02, 2020, that Buckley City Council grant the applicant's request for a rezone; and

WHEREAS, the City Council finds that the applicant's request for a rezone is consistent with the goals and policies of the Comprehensive Plan and the Buckley Municipal Code and is granted;

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

Section 1. The City Council adopts the findings and conclusions of the hearing examiner recommendation, attached as Exhibit A, in support of this rezone request

Section 2. The subject property located at 133 Cedar Street, Parcel #2975000800 and the subject property located at 151 Cedar Street, Parcel #2975000810, with legal descriptions attached as Exhibit B, are hereby rezoned from Public (P) to Historic Commercial (HC)

Section 3. Staff is authorized to change the 2015 zoning map to reflect this change.

Section 4. Copy to the Department of Commerce. Pursuant to RCW 36.70A.106, the City Administrator is hereby authorized and directed to provide a copy of this ordinance to the State Department of Commerce within 10 days of adoption.

Section 5. Severability. If any section, sentence, clause or phrase of this ordinance should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, clause or phrase of this ordinance.

Section 6. Effective date. This ordinance or a summary thereof consisting of the title shall be published in the official newspaper of the city, and shall take effect and be in full force five (5) days after publication.

APPROVED by the Buckley City Council this 28th day of January 2020.

Mayor Pat Johnson

ATTEST:

Treva Percival, City Clerk

APPROVED AS TO FORM:

Phil Olbrechts, City Attorney

PUBLISHED: _____

EFFECTIVE: _____

CITY COUNCIL AGENDA BILL

City of Buckley
PO Box 1960
Buckley, WA 98321

ITEM INFORMATION			
SUBJECT: RES No. 20-___: Updating the City Taxes, Rates & Fees Schedule, Revision #31 Cost Impact: \$ Fund Source: Timeline:	Agenda Date: January 28, 2020		AB20-011
	Department/Committee/Individual	Created	Reviewed
	Mayor Pat Johnson		X
	City Administrator – Dave Schmidt		X
	City Attorney – Phil Olbrechts		X
	City Engineer – Dominic Miller		
	City Clerk – Treva Percival	X	X
	Finance Dept – Sandra Groshong		
	Building Official – Mike Deadmond		
	Fire Dept – Chief Predmore		
	Parks & Rec Dept – Kevin Caviezel		
	Planning Dept – Leticia Wallgren		
	Police Dept – Chief Arsanto		
	Municipal Court – Jessica Cash		
	PW/Utilities – Chris Banks		X
Attachments:			
SUMMARY STATEMENT: Resolution adjusting White River School District Impact Fees, Water rates and charges, cross connection fees and charges, Water system general facility charge, Sewer connection charges for senior housing units, Sanitary Sewer – general facility charge, and Surface water management utility general facilities charges.			
COMMITTEE REVIEW AND RECOMMENDATION:			
RECOMMENDED ACTION: MOVE to Approve Resolution No. 20-02 Updating the City Taxes, Rates & Fees Schedule Revision #31.			
RECORD OF COUNCIL ACTION			
Meeting Date	Action	Vote	

CITY OF BUCKLEY, WASHINGTON

RESOLUTION NO. 20-_____

A RESOLUTION OF THE CITY OF BUCKLEY, PIERCE COUNTY, WASHINGTON REVISING THE COMPREHENSIVE TAXES, RATES AND FEES SCHEDULE TO ADJUST WHITE RIVER SCHOOL DISTRICT IMPACT FEES, WATER RATES AND CHARGES, WATER SYSTEM GENERAL FACILITY CHARGE, SEWER CONNECTION CHARGES FOR SENIOR HOUSING, SANITARY SEWER – GENERAL FACILITY CHARGE, SURFACE WATER MANAGEMENT UTILITY GENERAL FACILITIES CHARGES.

WHEREAS, through the adoption of Resolution 08-05, the City Council established a comprehensive schedule of taxes, rates and fees for the City; and

WHEREAS, subsequently the comprehensive schedule of taxes, rates and fees has been amended to updated taxes, rates and fees on an as needed basis; and

WHEREAS, the White River School District updated their Capital Facilities plan and executed an Interlocal Agreement with the City to collect Impact Fees for residential construction and under ORD No 33-19 the City Council adopted a new WRSD Impact Fee; and

WHEREAS, new Water rates and charges proposed were considered and recommended in the 2020 Budget; and

WHEREAS, the City Council adopted a new Water System Cross Connection Control Program in 2019 that had adjusted fees associated with the program; and

WHEREAS, general facility charges for the water, sewer and stormwater system are to be adjusted annually by the previous year Construction Cost Index (CCI) which for 2019 was 0.95%; and

WHEREAS, the City’s current rate structure for sewer connection charges have been designated and identified for single-family connections, multi-family/accessory unit connections and commercial connections; however, the sewer flow table (Table 14.10.016) in BMC 14.10.020 recognize that senior institutional dwelling units have sewer flows that typically generate 25% of a full single-family connection. In order to correct this oversight a new fee is being recommended that is 25% of the single-family connection rate;

NOW THEREFORE BE IT RESOLVED, the City Council of the City of Buckley hereby repeals and replaced the “City of Buckley Taxes, Rates and Fee

Schedule” adopted by Resolution No. 19-03 with Exhibit A, attached hereto and incorporated by this reference as if set forth in full.

Introduced, passed and approved this 28th day of January 2020.

Pat Johnson, Mayor

ATTEST:

Treva Percival, City Clerk

APPROVED AS TO FORM:

Phil Olbrechts, City Attorney

Adult Classes/Programs	TBA - Instructor Cost, supply cost, plus 20%*
Family Classes/Programs	TBA - Instructor Cost, supply cost, plus 20%*
Drop In Classes	TBA - Drop In Rate plus 20%*

*Note: Contract Instructors - Any contract instructor charging for their services or classes is required to pay the City of Buckley 20% of all program enrollment fees he/she charges. The instructor is responsible for providing their own class supplies and needed materials.

2.99.020 Fee Waiver Subject to BHB Review

Title 3 Revenue and Finance

3.18	Administrative Fees	
	Pierce County Auditor Recording	Cost
	Copy charge - Per Page - 8 1/2 X 11, 8 1/2 X 14, and 11 X 17 paper sizes	\$ 0.15/ page
	Audio or Video Tapes	\$10.00
	Computer Disks and/or USB Flash Drive	\$10.00
	Oversized Plans, Aerial Photos, Drawings, and Maps (Black and White)	Cost
	Color GIS Plotted Maps	Cost
	Other Documents	Cost
	Public Notice	Cost
	Insufficient Funds - Returned Check Charge	\$25.00
	City Flag (Any Size)	Cost + 20% Admin Charge
	Concealed Pistol Permit	
	Original	\$49.25
	Replacement	\$10.00
	Renewal (up to 90 Days before)	\$32.00
	Late Renewal (up to 90 days after)	\$42.00
	Fingerprinting	
	One card	\$10.00
	Two cards	\$15.00
	Cardiopulmonary Resuscitation (CPR), First-Aid (FA) and Bloodborne Pathogens (BBP) classes	
	*Residents	
	First-Aid only	\$30.00
	CPR only	\$30.00
	BBP	\$20.00
	Combo CPR & FA	\$30.00
	Non-Residents	
	First-Aid only	\$40.00
	CPR only	\$40.00
	BBP	\$40.00
	Combo CPR & FA	\$40.00
	* (includes individuals currently employed at a business located within the City of Buckley who are taking a community offered class as a requirement of their employment will be charged the Resident fee)	
	Ambulance Event Standby Fees (hourly rate charged portal-to-poortal; overtime rate (x1.5) applies for each hour after twenty-four hours)	
	BLS Ambulance	\$112.60 per hour
	ALS Ambulance	\$142.46 per hour
3.434.020	Ambulance Service Fees	
	Basic Life Support (BLS)	
	Non-Emergency	
	Per Patient Call	\$650.00
	Plus mileage charge of \$17.25/loaded patient mile	+ mileage charge (left)
	Emergency Response	
	Per Patient Call	\$725.00

	Plus mileage charge of \$17.25/loaded patient mile	+ mileage charge (left)	
	Advanced Life Support (ALS) Emergency Response Level 1 Per Patient Call	\$930.00	
	Plus mileage charge of \$17.25/loaded patient mile	+ mileage charge (left)	
	Emergency Response Level 2 Per Patient Call	\$1,050.00	
	Plus mileage charge of \$17.25/loaded patient mile	+ mileage charge (left)	
3.50.040	Impact fee for parks and recreation facilities. Single-family homes (includes duplexes) Multiple-family residential (Includes ADU's)	\$1,624.70 \$1,331.52	
3.50.050	Impact fee for the White River School District. Single-family homes (includes duplexes) Multiple-family residential (Includes ADU's)	\$3,770.00 \$2,000.00	
3.50.060	Impact fee for street facilities. Single-family homes (includes duplexes) Multiple-family residential (Includes ADU's) Commercial/Industrial	\$6,074.00 \$4,243.00 Per Comprehensive Plan Appendix E	
Title 4	<u>Cemetery</u>		
4.20.020	Cemetery		
	Grave Sites		
	Regular Lots		
	Adult Size Lots	Price Endowment	Total
	Upright Monument Lots	\$1,275 \$225	\$1,500
	Child Size Lots	\$2,550 \$450	\$3,000
	Urn Lots	\$255 \$45	\$300
	In-Ground Urn Lot	\$510 \$90	\$600
	Urn Garden Lots (The Ridge)		
	Dogwood Section (Single ground plot)		
	In-Ground Urn Lot	\$765 \$135	\$900
	Alder, Birch & Cedar Sections (Double ground plot)		
	In-Ground Urn Lot	\$1,190 \$210	\$1,400
	Bench Plots (Up to 4 Urns)*		
	Space for Bench (Must add cost of bench)	\$1,318 \$233	\$1,550
	* Note: Bench Plots are designated by the Cemetery Caretaker within the Ridge Area and require purchase of bench, foundation, and installation from the cemetery maker office. Each additional inurnment and inscription will be charged separately at current pricing at time of need.		
	Niche Wall Containers (Old Glory Niche Pavilion)		
	Niche (Top Row)		
	Single Niche Space	\$1,530 \$270	\$1,800
	Niche (2nd & 3rd Rows)		
	Single Niche Space	\$1,360 \$240	\$1,600
	Extended Land Use (each) **	50% of lot Price 15% of Extended Use	Price + Fee
	**Note: Cremated remains may be interred upon an existing single grave when the individual remains to be interred are related to the lot owner. Number of second right usages allowed to be interred on a single grave site shall be limited pursuant to BMC 4.20.060.		
Title 6	<u>Business License</u>		

6.04.055	Fee Wavier	Subject to 6.04.055
6.04.070	Temporary business license	\$50.00
New	Special Event License (3 day) *	
	0 - 15 Vendors	\$100.00
	16 - 30 Vendors	\$150.00
	31 Vendors and Above	\$250.00
	*Note: In addition to the license fee listed above the special event applicant shall pay to the city all additional costs incurred by the city that are associated with the event, including security and law enforcement, traffic control, street closures, street & parking lot sweeping, garbage pickup, sani-cans, etc. Hourly rates for determining fee will be based on the rates listed in BMC 20.01.268 below.	
	Saturday Plateau Market License (Summer Season)	
	- Fee without City utilities	\$25.00
	- Fee with City utilities	\$30.00
6.04.110	Business License	
	In-town business license	\$75.00
	Out-of-town business license	\$75.00
	Annual Renewal (Due in Conjunction with Renewal of State Business License)	\$50.00
	Penalty - Late Renewal (Imposed 30 days after Renewal Date)	\$100.00
6.50.070	Special Event Permit	See 6.04.070 above

Title 8 Utilities

8.12.070 **Payment of fees**

The charges of refuse collection and disposal shall be compulsory. All charges and/or fees for refuse collection and disposal are due and payable at the office of the city administrator by the fifteenth of every month (due date). If payment is not received within five (5) days of the due date, the account shall become delinquent. On or about the first of every month a notice shall be sent to the customer noting the balance due, including any penalties and interest. After the city sends a notice of delinquency on the account, the customer must pay any delinquent amounts within 15 days or unpaid amounts shall become a lien against the property as authorized under RCW 35.21.130. Any account that has been deemed delinquent shall be assessed a late penalty of 5 percent of the delinquent amount.

8.12.080 **Garbage Rates (per month)**

Cans-	2019	2020
10 Gallon Cart	\$20.46	
20 Gallon Cart	\$25.97	
35 Gallon Cart	\$30.97	
65 Gallon Cart	\$54.20	
95 Gallon Cart	\$85.17	
One can 50' maximum walk-in	\$33.37	
Two cans 50' maximum walk-in	\$58.46	
Each additional 50' maximum can walk-in	\$26.42	
Extra garbage tag	\$7.59	

Commercial Container Service-

1 yard once a week	\$131.02
1 yard twice a week	\$286.25
1-1/2 yards once a week	\$175.87
1-1/2 yards twice a week	\$361.82
2 yards once a week	\$229.24
2 yards twice a week	\$473.05
2 yard three times a week	\$702.46
4 yards once a week	\$464.27
4 yards twice a week	\$948.35
4 yard three times a week	#####
6 yards once a week	\$643.60
6 yards twice a week	#####
6 yard three times a week	#####
4 yard compactor (customer owned)	#####
1 yard extra pickup on regular route	\$36.77
1-1/2 yards extra pickup on regular route	\$47.52
2 yards extra pickup on regular route	\$62.17
4 yards extra pickup on regular route	\$120.00
6 yards extra pickup on regular route	\$177.15

Special Services-

Special pickup (minimum one hour)	\$119.41
Plus tipping fee of \$164.34 per ton	+ Tipping Fee (Left)
Bulk pickup (minimum one yard)	\$34.79

Connect/reconnect fee on customer - Owned compactors	\$21.90
Yard Waste - One 90-gallon toter	\$10.57
Re-delivery fee toter	\$31.69

Multi-Family Recycling -	
90-gallon cart	\$13.34
2 yd once a week	\$59.13

Title 9 Animals

9.10.080 **Licenses**

Unaltered - not sterilized, spayed or neutered - dogs or miniature pigs	\$30.00 per year; seniors age 60 and older, \$15.00 per year.
Altered - Sterilized, spayed or neutered - dogs or miniature pigs	\$20.00 per year; seniors age 60 and older, \$10.00 per year.
Identification Tags "only"	\$15.00; seniors age 60 and older, \$10.00.
Replacement of metal tags	\$5.00
Exemption from Fee	Guide or Service Dogs

9.30.025 **Impoundment: Redemption Fees**

Daily Maintenance Fee	\$12.00/day
Redemption Fee	
First Impound of Animal	\$50.00
Second Impound of Animal	\$75.00
Third or Greater Impound of Animal	\$100.00
Total Fee consists of both Redemption and Daily Maintenance Fee	

9.25.030 Kennel License	\$50.00
Annual Renewal Fee	\$50.00

Title 10 Public Peace Safety & Morals

10.84.295 Parks and Recreation Department Fees

Facility Rental Fees

Multi-Purpose Center	
Hourly Rate (2 hour minimun)	
- resident	\$30.00
- nonresident	\$35.00
Daily rate (8 hours or more)	
- resident	\$240.00
- nonresident	\$280.00
+ cleaning fee (non-refundable)	\$25.00
+ damage deposit	\$200.00

Commercial kitchen only (Mon-Fri)

Hourly Rate (per user - no minimum)	
- resident	\$10.00
- nonresident	\$25.00
Daily rate (8 hours or more)	
- resident	\$80.00
- nonresident	\$200.00
+ cleaning deposit (refundable)	\$50.00

Youth Activities Center

Short Term Rentals

Hourly Rate (2 hour minimun)	
- resident	\$50.00
- nonresident	\$55.00
Daily rate (8 hours or more)	
- resident	\$300.00
- nonresident	\$340.00
+ cleaning fee (non-refundable)	\$25.00
+ damage deposit	\$200.00
Party Rental (90 min. hosted party)	
- resident	\$100.00
- nonresident	\$110.00
Additional 30 min. Rate	\$12.50

+ cleaning fee (non-refundable) \$25.00

Long Term Rentals (Requires Rental Agreement)

Weekley Rate (Mon-Fri 8-2) \$500.00
 Monthly Rate (Mon-Fri 8-2) \$1,612.00
 Partial Periods \$1.18/mo/sq ft of space used*
 Annual Rate (Mon-Fri 8-5) TBD

*Note: Space used encompasses the entire area of any portion occupied in a room that is not considered as storage and/ or a closet. As an example, use of a small portion of a space (i.e. office, common area, meeting room, etc.) will constitute use of the entire area. Space used in storage area(s) or closet encompasses only the area used and/or occupied in the room/area. Use of kitchen and restroom facilities will be detailed in the Rental Agreement

Recreation Program Fees**

Youth Classes/Programs TBA - Instructor Cost, supply cost, plus 20%*
 Adult Classes/Programs TBA - Instructor Cost, supply cost, plus 20%*
 Family Classes/Programs TBA - Instructor Cost, supply cost, plus 20%*
 Drop In Classes TBA - Drop In Rate plus 20%*

*Note: Contract Instructors - Any contract instructor charging for their services or classes is required to pay the City of Buckley 20% of all program enrollment fees he/she charges. The instructor is responsible for providing their own class supplies and needed materials.

**Note: In addition to class and program fees listed above, anyone desiring to participate in programs and/or classes offered through the Youth Center must be a active member of the Youth Center and ensure that all membership fees and/or charges have been paid.

Veteran's Monument Commerative Bricks* \$50.00

*Note: Price includes 3 lines of text up to 16 characters per line.

10.90.030 Recovery Costs for Emergency Response Washington State Association of Fire Chiefs (WSAFC) Rate Schedule

Title 11 Traffic Code

11.48.040 RV Trailer Use Permit (14 days) \$25.00

Title 12 Environment

12.04.350 (A) Threshold Determination. Intake Fee \$70.00 Deposit Fee \$375.00

*Note: The total fee for which the applicant is responsible shall be the amount of the actual costs incurred by the city during the threshold determination process (see BMC 20.01.268)

The services described in subsections (a) through (c) of this section shall include those rendered with respect to both an initial checklist and any revised one which includes mitigating measures. The total fee calculated in subsections (a) through (c) of this section and charged to the applicant shall be reduced by the amount of the previously paid \$375.00 deposit fee. Prior to issuance of the city's threshold determination, the applicant shall remit to the city the amount of the city's actual costs, if any, which exceeds the \$375.00 deposit fee. If the fee exceeds the city's actual costs, the city shall promptly refund the balance to the applicant.

(B) Declaration of Significance and Environmental Impact Statement (EIS): in addition to the amount collected for the threshold determination the applicant shall pay the amount from Table 12.04 below:

Table 12.04

<u>Project Valuation</u>	<u>Fee</u>
\$0 to \$10,000,000	\$4,436 for the first \$1,000,000 plus \$1.88/\$1,000 or fraction thereof for all over \$1,000,000
\$10,000,001 to \$20,000,000	\$21,356 for the first \$10,000,000 plus \$1.63/\$1,000 or fraction thereof for all over \$10,000,000
\$20,000,001 to \$30,000,000	\$37,656 for the first \$20,000,000 plus \$1.40/\$1,000 or fraction thereof for all over \$20,000,000
\$30,000,001 to \$40,000,000	\$51,656 for the first \$30,000,000 plus \$1.22/\$1,000 or fraction thereof for all over \$30,000,000
\$40,000,001 to \$50,000,000	\$63,856 for the first \$40,000,000 plus \$0.98/\$1,000 or fraction thereof for all over \$40,000,000
\$50,000,001 to \$75,000,000	\$73,656 for the first \$50,000,000 plus \$0.71/\$1,000 or fraction thereof for all over \$50,000,000
\$75,000,001 to 100,000,000	\$91,406 for the first \$75,000,000 plus \$0.50/\$1,000 or fraction thereof for all over \$75,000,000

14.04.130

Water rates and charges

A. 1. For the base (minimum) service, including water usage from zero to 200 cubic feet per month according to meter size and location within the corporate limits of the city:

Meter Size	2019	2020
	Within City	Within City
Up to 3/4"	\$24.42	\$25.64
1"	\$30.96	\$32.51
1-1/2"	\$44.50	\$46.73
2"	\$66.87	\$70.21
3"	\$99.29	\$104.25
4"	\$161.06	\$169.11
6"	\$310.69	\$326.22
8"	\$761.19	\$799.25
10"	\$1,865.24	\$1,958.50
12"	\$4,569.17	\$4,797.63

2. Users outside the city limits shall pay the monthly charges set forth in subsections A(1) and B(1) of this section plus a surcharge of 20 percent of the total charge.

B. 1. For usage above 200 cubic feet, the following rates are imposed for each 100 cubic feet of usage according to location within or without the corporate limits of the city:

The consumption charge per 100 cubic feet (CCF), or any part thereof used, shall be as follows:

Effective Beginning		1/1/2019	1/1/2020
Winter			
Single-family & Multifamily residential	2 - 7 CCF	2.09	2.09
	7.01 - 15 CCF	2.50	2.50
	Over 15 CCF	2.99	2.99
Commercial/Industrial		2.19	2.19
Schools		2.07	2.07

Winter rates will be reflected on bills covering October 1st through May 31st

Summer			
Single-family & Multifamily residential	2 - 7 CCF	2.09	2.09
	7.01 - 15 CCF	2.77	2.77
	Over 15 CCF	3.62	3.62
Commercial/Industrial		2.19	2.19
Schools		2.19	2.19

Summer rates will be reflected on bills covering June 1st through September 30th

C. Multiple Residential Units.

1. The water availability charge for a connection serving multiple residential units shall be the availability charge set forth above, multiplied by the number of dwelling units connected to the meter, as follows:

- a) Each duplex unit will be billed as though separately connected to the water main, based on 3/4" meter rates.
- b) In the case of apartment/trailer courts having one meter, each unit will be billed as though separately connected to the water main, occupied or not, based on 3/4" meter rates.
- c) In the case of building lots which have been granted a use permit to allow more than one dwelling on one service meter, each dwelling unit will be billed as though separately connected to the water main, based on 3/4" meter rates.

2. There shall be only one water meter for each building housing multiple residential units.

D. Multiple Commercial and Industrial Buildings. Where all commercial or industrial buildings connected to a single service are used in the same business under single management, billing shall be made as for a single building.

E. Special Use Charge. Special purpose use of water from fire hydrants or stand pipes shall be \$50.00 plus \$2.33 per 100 cubic feet for all water used inside the city limits and \$60.00 plus \$2.79 for all water used outside the city limits.

F. In the event a customer is not connected to a meter service, or a meter has broken, become out-of-order or fails to accurately meter actual water usage, the customer shall be charged the base or minimum charge, together with an estimated charge for the water used at the premises, based upon the average usage for the corresponding month of the preceding year, averaged over a three-month period including the preceding and following month. In the event there is no prior history for the preceding year, the charge shall be based upon the average water usage for the month for all customers of the municipal water supply system in the same service class.

14.04.150

Shut-Off/Dispatch Fee \$25.00/Water
Payment of Fees

All charges and/or fees for water service are due and payable at the office of the city administrator by the fifteenth of every month (due date). If payment is not received within five (5) days of the due date, the account shall become delinquent. On or about the first of every month a notice shall be sent to the customer noting the balance due, including any penalties and interest. After the city sends a notice of delinquency on the account, the customer must pay any delinquent amounts within 15 days or services may be disconnected. Any water service account that has been deemed delinquent shall be assessed a late penalty of 5 percent of the delinquent amount. The utility billing clerk shall, not later than the fifteenth day of each following month, furnish to the public works director a list of all meters in which water service accounts are delinquent.

After water service accounts become delinquent, the public works director shall cause to be shut off the service to the premises affected by such delinquency, and the water service shall not be turned on again until all, or if less, at least four months of delinquent charges, interest and fees, including a fee established by resolution of the city council for the cost of issuing the shut-off notice and dispatching the city crew, is paid in full to the city administrator's office.

14.04.320	Water System - General Facility Charge	2019	2020
	For each single-family residence	\$6,820.45	\$6,885
	For each multi-family and/or accessory dwelling	\$5,115.34	\$5,164
	For all other uses	\$6,885/each equivalent residential unit	

*Each "equivalent residential unit" means 265 gallons per day; provided, that every use shall be assumed to be at least one equivalent residential use. Gallons per day for any use shall be established by reference to the city of Buckley sewer flow factors - BMC 14.10.016(2), Table 14.10.016. The general facility charges for the water system identified in this section will be automatically increased each year on January 1st, compared to the prior year, by the percentage reflected in the Seattle ENR Construction Cost Index (CCI).

145.05.060 Standard Charges For Backflow Prevention Services Performed by the City shall be:

Initial inspection of backflow prevention assemblies..... No Charge

Re-inspection of backflow prevention assemblies not installed as required by the City.....\$35.00 for the first assembly and \$25.00 for each additional assembly at the same address and on the same date.

Mailing reminder notices to customers that have not provided acceptable proof of the annual testing of backflow prevention assemblies\$35.00 for each additional notice mailed for each month past due.

Mailing reminder notices to customers who did not install backflow prevention assemblies as required by the City\$35.00 for each additional notice mailed

14.06.150	Sewer- Residential building sewer permit	\$70.00
	Commercial building sewer permit	\$70.00
	Industrial building sewer permit	\$100.00

14.08.030	(A) Sewer Connection Charge	\$873.70/connection*
	* or the actual cost of labor and material expended as required in making the connection, whichever is greater.	
	Inspection Fee	Cost (see 20.01.268)

(B)	Rates Designated	2019
	For a single-family residence	\$77.99/month
	for multi-family and/or accessory residences	\$65.89 per unit, per month
	For mobile homes	\$77.99/month
	Senior Housing Units per Table 14.10.016 (5)	\$19.50 per unit, per month
	Non-System Sewage Disposal	\$275.66/105 cubic feet
	Commercial users	\$77.99/900 cubic feet +\$3.05/100 cubic feet excess

(C) Users outside the city limits shall pay the monthly charges set forth in subsections A and B of this section plus a surcharge of 20 percent of the total charge.

14.08.040 Payment of Fees

All charges and/or fees for sanitary sewage disposal services are due and payable at the office of the city administrator by the fifteenth of every month (due date). If payment is not received within five (5) days of the due date, the account shall become delinquent. On or about the first of every month a notice shall be sent to the customer noting the balance due, including any penalties and interest. After the city sends a notice of delinquency on the account, the customer must pay any delinquent amounts within 15 days or service may be disconnected. Any sanitary sewage disposal service account that has been deemed delinquent shall be assessed a late penalty of 5 percent of the delinquent amount. The utility billing clerk shall, not later than the fifteenth day of each following month, furnish to the public works director a list of all sanitary sewage disposal service accounts that are delinquent.

After sanitary sewage disposal service accounts become delinquent, the public works director shall cause to be shut off water service to the premises affected by such delinquency and the water service shall not be turned on again until all, or if less, at least 12 months of delinquent charges and fees, including a fee established by resolution of the city council for the cost of issuing the shut-off notice and dispatching the city crew, shall be paid in full to the city administrator's office.

14.10.016	Sanitary Sewer- General Facility Charge	2019	2020
	For each single-family residence	\$8,499.98	\$6,100
	For each multi-family and/or accessory dwelling	\$6,374.13	\$4,575
	For all other uses	\$8499.98/ea ERU*	\$6,100/ea ERU*
	*Each equivalent residential unit means 265 gallons per day; provided, that every use shall be assumed to be at least one equivalent residential use. Gallons per day for any use shall be established by reference to the city of Buckley sewer flow factors - Table 14.10.016. The general facility charges for the sanitary sewer system identified in this section will be automatically increased each year on January 1st, compared to the prior year, by the percentage reflected in the Seattle ENR Construction Cost Index (CCI).		
		Intake Fee	
14.14.050	Utility Latecomer's Agreements	\$500 Nonrefundable	
		*Plus	
14.14.070	Latecomer - Administrative fees and recording costs.	5% of Amount Proposed for Collection	
14.16.020	Low-Income Utility Discount Rates- Per BMC 14.16.020		
14.28.110	Storm Sewer Connection-	\$ 565 /connection*	
	* or the actual time and materials cost to connect the storm sewer, whichever is greater		
	Inspection Fee	Cost (see 20.01.268)	
14.28.120	Storm Sewer Monthly Service Charge	2020	
	Single-family residence	\$23.77/residence/month.	
	Multi-family and/or Accessory residences	\$15.69/residence/month.	
	Other	\$23.77/ESU*/month.	
	*ESU for Storm Sewer calculation is defined to mean 8,000 square feet of impervious surface area or 1 SFR		
14.28.125	Alternative commercial service charge.		
	Commercial developed parcels	\$23.77/business/month plus \$23.77 for parking whether on-site or off-site	
14.28.140	Surface water management utility general facilities charges-	2019	2020
	Single-family residence	\$7,951.48	\$8,027
	Service unit	\$7,951.48/ESU*	\$8,027/ESU*
	*ESU for Storm Sewer calculation is defined to mean 8,000 square feet of impervious surface area or 1 SFR		
	The general facility charges for surface water management identified in this section will be automatically increased each year on January 1st, compared to the prior year, by the percentage reflected in the Seattle ENR Construction Cost Index (CCI).		
14.28.155	Payment of Fees		
	All surface water management utility service charges are due and payable at the office of the city administrator by the fifteenth of every month (due date). If payment is not received within five (5) days of the due date, the account shall become delinquent. On or about the first of every month a notice shall be sent to the customer noting the balance due, including any penalties and interest. After the city sends a notice of delinquency on the account, the customer must pay any delinquent amounts within 15 days. Any surface water management utility service account that has been deemed delinquent shall be assessed a late penalty of 5 percent of the delinquent amount.		
	Pursuant to RCW 35.67.200, et seq., the city shall have a lien for delinquent and unpaid stormwater sewer charges. A sewer lien shall be effective for a total not to exceed one year's delinquent service charges without the necessity of any writing or recording of the lien with the county auditor. Enforcement and foreclosure of any sewer lien shall be in the manner provided by state law. Interest on the unpaid balance shall be eight percent per annum or higher rate as authorized by law.		
Title 16	<u>Building and Construction</u>		
16.01.050	Land Disturbing Permit		
	<500 Cubic Yards (Lifetime Total)	\$50.00 (nonrefundable fee), plus actual cost of reviewing and processing (see BMC 20.01.268)	
	>500 Cubic Yards	\$250.00 (nonrefundable fee), plus actual cost of reviewing and processing (see BMC 20.01.268)	
	* plus SEPA Review	BMC 12.04.350	
	*Note: The total fee for which the applicant is responsible shall be the amount of the actual costs incurred by the city during the land disturbing permit review process (see BMC 20.01.268)		
16.06.020	Building Permit Fees		Per BMC 16.06.020

** Established fees include the original review, permit, and related inspection(s) performed by the Building Department. This fee is based on one inspection and one re-inspection to verify compliance. Additional inspections for the same inspection type will be charged in accordance with the following:

	Re-inspection	\$70.00	
	3rd and subsequent re-inspections	\$100.00 per inspection	
	Building Code Appeals		Per BMC 20.01
16.10.010	Temporary Dwelling Permit Fees		Per BMC 16.10.010
16.24.035	Fire Code Fees		Per BMC 16.24.035
	<u>Automatic Fire Sprinkler Systems **</u>		
	New System Installation		
	NFPA 13 System	\$325 per riser plus \$3.25 per sprinkler head	
	NFPA 13D System	\$95 per living unit	
	NFPA 13R System	\$300 per system up to 25 sprinkler heads and then add \$3.25 per sprinkler head for >25 sprinkler heads; plus \$60 per hose outlet	
	Existing System Modifications		
	NFPA 13 System	\$95 up to 6 sprinkler heads plus \$3.25 per sprinkler head >6 heads	
	NFPA 13D System	\$50 up to 6 sprinkler heads plus \$3.25 per sprinkler head >6 heads	
	NFPA 13R System	\$95 up to 6 sprinkler heads plus \$3.25 per sprinkler head >6 heads	
	<u>Automatic Fire Alarm Systems **</u>		
	New System Installation		
		\$112.50 plus \$2.25 per device ("device" includes each initiating and signaling appliance).	
	Existing System Modifications		
		\$65 up to 10 devices plus \$2.25 per device >10 devices	
	<u>Other Fire Protection Systems and Components **</u>		
	Commercial Cooking Hood & Duct Suppression System		
		\$195 - new installation (per system)	
		\$45 - modifications to an existing approved system	
	Fire Pumps		
		\$425 - per pump	
	Standpipe System		
		\$350 - for up to 6 outlets plus \$60 per outlet >6	
	Private underground fire service main		
		\$140 - new installation up to 100 lineal ft. plus \$0.50 per ft. >100 lineal ft.	
	Private fire hydrant		
		\$85 - per fire hydrant	
	Smoke Control Systems		
		\$85 - per shaft or plenum	
	Pre-Engineered Fire Protection Systems		
		\$195 - new installation (per system)	
		\$45 - modifications to an existing approved system	
	Underground Storage Tank Decommission or Removal		
		\$95 - 500 gallons or less	
		\$125 - 501 - 1,000 gallons	
		\$225 - 1,001 - 3,000 gallons	
		\$275 - >3,000 gallons	
	Above ground fuel storage tank		
		\$125 - 1,000 gallons or less	
		\$150 - 1,001 - 2,000 gallons	
		\$200 - >2,000 gallons	
	Underground fuel storage tank		
		\$175 - 1,000 gallons or less plus \$65 per dispensing station	
		\$250 - 1,001 - 2,000 gallons plus \$65 per dispensing station	
		\$300 - >2,000 gallons plus \$65 per dispensing station	

LP-Gas tank when installed for use as a dispensing station	\$175 - 1,000 gallons or less plus \$65 per dispensing station \$250 - 1,001 - 2,000 gallons plus \$65 per dispensing station \$300 - >2,000 gallons plus \$65 per dispensing station
Electronic Access Gates	\$75 - per gate
Retail Fireworks Stand Permit (per year per stand)	\$100 - "For Profit" seller \$25 - "Non-Profit" seller (must be verified)
Pyrotechnic Fireworks Display	\$125 - per event
Marijuana Extraction System	\$350 - per system

** Established fees include the original review, permit, and related inspection(s) performed by the Fire Department. This fee is based on one inspection and one re-inspection to verify compliance. Additional inspections for the same inspection type will be charged in accordance with the following:

2nd re-inspection	\$100.00
3rd and subsequent re-inspections	\$250.00 per inspection

** One submittal will be processed under the initial permit, review and inspection fees. An hourly rate of \$70 per hour will be charged for additional review time for revisions that have already been plan reviewed, with a minimum one-hour charge.

Commercial Occupancy Annual Fire Safety Inspections

- Initial Inspection	No Charge
- First re-inspection	No Charge
- Second re-inspection	No Charge
- Third re-inspection	\$50.00
- Fourth and subsequent re-inspections	\$100.00

16.24.040 Fire Code Appeals Per BMC 20.01

16.40 Manufactured Home Installation Fees

16.40.040 Installation Permit Per BMC 16.06.020(23)

16.40.040 Inspection Fees Per BMC 16.40.050

16.80.040 Canopy Permit Fee Per BMC 16.80.040

Title 17 Design and Construction Standards

17.08.010 Variance from Public Works Standards	Intake Fee
Minor	\$70.00
Major	\$250.00

*Note: The total fee for which the applicant is responsible shall be the amount of the actual costs incurred by the city during the variance review and approval process (see BMC 20.01.268).

Title 18 Subdivisions

	Intake Fee	Deposit Fee
18.37.010 Subdivision		
Preliminary Subdivision	\$70.00	\$2,500 + \$150.00/acre
Final Subdivision	\$70.00	\$1,500
Short subdivision	\$70.00	\$1000 + \$150.00/acre
Lot line Adjustment	\$70.00	\$475.00
Binding Site Plan or Subdivision Amendment	\$70.00	\$1,500.00
Pre-application Meeting Fee		See Title 20 Fees

*Note: The total fee for which the applicant is responsible shall be the amount of the actual costs incurred by the city during the subdivision, short subdivision, lot line adjustment or amendment review and approval process (to include construction of improvements and inspection) (see BMC 20.01.268)

Title 19 Zoning

19.25A Small Wireless Facilities

	Intake Fee	Deposit Fee*
Single up-front application (includes up to five small wireless facilities) - each additional small wireless facility beyond five	\$50.00	\$500.00 \$100.00
New pole (not a collocation) intended to support one or more small wireless facilities	\$50.00	\$1,000.00
*Note: The total fee for which the applicant is responsible shall be the amount of the actual costs incurred by the city during the review process (see BMC 20.01.268)		
19.54.010	See BMC 20.01.270	
Title 20	<u>Administration of Land Use and Zoning Applications and Development Regulations</u>	
20.01.260	Land Use Decision Appeals	
	Intake Fee	Deposit Fee
Appeal Fee	\$300.00	plus Cost
20.01.262	Land Use and Permit Fees	
Shoreline conditional use permit	\$70.00	\$500.00
Shoreline revision	\$70.00	\$300.00
Shoreline substantial development permit	\$70.00	\$750.00
Shoreline variance	\$70.00	\$500.00
Shoreline substantial development exemption letter	\$70.00	
When Wetland Analysis is required in connection with any application authorized under Title 19		
-Added to the standard application fee	\$220.00	
-In conjunction with EIS	\$440.00	
Variance		
Fence Variance	\$70.00	\$125.00
Public Hearing/Individual Single-Family Residential	\$70.00	\$500.00
Public Hearing/Other	\$70.00	\$1,000.00
Conditional Use		
Hearing Examiner/Single-Family Residential	\$70.00	\$500.00
Hearing Examiner/Other	\$70.00	\$1,000.00
Site plan review, including RV Parks		
< 1 acre	\$70.00	\$750.00
> 1 acre	\$70.00	\$1,750.00
Type B home occupation permit	\$70.00	\$250.00
Sign Permits		
Home Occupation	\$35.00	
Commercial/Industrial	\$70.00	plus Cost
Sign Recovery Fee	\$70.00	
Comprehensive Plan Amendment	\$1,200.00	
Zoning Code Ordinance Amendments		
Text	\$70.00	\$700.00
Rezone	\$70.00	\$1,775 + \$100.00/acre
Annexation Petition		\$1,200
Design Review Fee		
Minor		\$25
Major	\$210.00	plus Cost
Notice of Proposed Land Use Action Sign	\$50.00	
Residential Cluster Development	\$70.00	\$1000 + \$150.00/acre
Cottage Housing Development	\$70.00	\$1000 + \$150.00/acre
Pre-application Meeting Fee		
Consultation With City Planner		No Charge
Pre-Application Meeting with no more than 3 City Staff are in attendance.		\$210.00

Pre-Application Meeting where 3 or more City Staff are in attendance (Types A-2 and C-2 Development Permits)	\$500.00
Development Agreements	\$500.00
Nonconforming Use Determination	\$250.00
Director's Code Interpretation	\$100.00

20.01.268 Costs incurred by the city

The land use and/or permit applicant shall pay to the city all costs incurred by the city that are associated with processing the land use proposals and/or permits, including consultant costs. City and consultant reimbursables include, but are not limited to staff time for application review, assessment, engineering, inspections, legal, secretarial, administrative costs, cost of publications, and other city processing costs; provided, however, that no charge will apply for one preapplication meeting. City will notify the applicant, in writing, of the applicability of hourly charges for further consultation on a project after the pre-application meeting.

20.01.268	Review rates and costs.	Hourly Rates for Billing
	City Administrator	\$105.00
	Finance Director	\$80.00
	City Clerk	\$60.00
	Building Official	\$70.00
	Fire Marshall/Chief	\$95.00
	Assistant Fire Chief	\$75.00
	Firefighter	\$50.00
	Public Works Director	\$75.00
	Public Works Supervisor*	\$60.00
	WWTP Supervisor*	\$55.00
	City Planner	\$70.00
	Associate Planner	\$60.00
	Building Inspector	\$65.00
	Permit Coordinator*	\$50.00
	Administrative Assistant*	\$40.00
	Police Chief	\$95.00
	Assistant Police Chief	\$80.00
	Police Sergeant*	\$60.00
	Police Patrol*	\$55.00
	Community Services Officer	\$50.00
	Public Works Utility Systems Tech*	\$55.00
	Public Works Utility*	\$50.00
	City Engineer	per contract
	City Attorney	per contract
	Consultants	per contract
	Mailing(s)	actual cost
	Other	actual cost

*Note: Overtime rates for all covered employees will be calculated at 1.5 times the listed rate with a 2-hour minimum charge.

CITY COUNCIL AGENDA BILL

City of Buckley
PO Box 1960
Buckley, WA 98321

ITEM INFORMATION			
SUBJECT: Service Agreement with South Sound 911 for Fire Communications Services Cost Impact: \$40,000 Fund Source: Fund 001 and Fund 105 Timeline: Annually	Agenda Date: January 28th, 2020		AB20-012
	Department/Committee/Individual	Created	Reviewed
	Mayor Pat Johnson		X
	City Administrator – Dave Schmidt		X
	City Attorney – Phil Olbrechts		X
	City Engineer – Dominic Miller		
	City Clerk – Treva Percival		X
	Finance Dept – Sandra Groshong		
	Building Official – Mike Deadmond		
	Fire Dept – Chief Predmore	X	X
	Community Services – Kevin Caviezel		
	Planning Dept – Leticia Wallgren		
	Police Dept – Chief Arsanto		
Municipal Court – Jessica Cash			
	PW/Utilities – Chris Banks		
Attachments: South Sound 911 Fire Communications Service Agreement			
SUMMARY STATEMENT: South Sound 911 (SS911) has asked all users to enter into new service agreements. New agreements are necessitated by SS911’s recent organizational status change from an inter-local agency to a Public Authority structured under the laws of the State of Washington.			
COMMITTEE REVIEW AND RECOMMENDATION: This agreement has not been to Committee as there has not been a committee meeting scheduled. Staff recommends approval.			
RECOMMENDED ACTION: MOVE to approve the Service Agreement with South Sound 911 for Fire Communications Services.			
RECORD OF COUNCIL ACTION			
<i>Meeting Date</i>	<i>Action</i>	<i>Vote</i>	

**SOUTH SOUND 911
FIRE
COMMUNICATION SERVICES AGREEMENT**

THIS AGREEMENT is entered between SOUTH SOUND 911 PUBLIC AUTHORITY (hereinafter “SS911”) and the BUCKLEY FIRE DEPARTMENT, (hereinafter “Fire Agency”) for 911 public safety communications.

WHEREAS, SS911 is an independent legal public entity created pursuant to RCW 35.21 and chartered by the City of Tacoma to provide Communication Services, including 24-hour dispatch for fire; and

WHEREAS, Fire Agency is in need of Communication Services; and

WHEREAS, the Parties desire to enter into this Agreement for the purpose of establishing the terms and conditions under which SS911 will provide Communication Services;

NOW, THEREFORE the Parties agree as follows:

1. Effective Date and Duration. This Agreement shall be effective January 1, 2020, and shall be in full force and effect until terminated under the Termination section below.
2. Communication Services. SS911 shall provide the following services:
 - A. Receive and accept emergency fire, medical aid, and other calls for service emanating from within the boundaries of Fire Agency or from within the boundaries of municipal corporations served by Fire Agency.
 - B. Transmit an alarm to Fire Agency as soon as practicable and dispatch the appropriate resources according to the procedures established between Fire Agency and SS911
 - C. Maintain communications with Fire Agency from the time of the initial alarm until conclusion of the emergency in order to provide additional assistance as needed.
 - D. Prepare and maintain a record of all emergency calls received, alarms transmitted and resources dispatched.
 - E. Record and maintain a record of radio and telephone transmissions relating to all emergency incidents.
 - F. Provide communication services to provide support assistance from utilities, medical services, police services and any other services to aid Fire Agency if such assistance should be requested.
 - G. The services to be provided by SS911 shall be provided 24 hours per day, 7 days per week during the term of this Agreement.
3. Fire Agency Responsibilities. During the duration of this Agreement, Fire Agency shall:
 - A. Provide and maintain, at its expense, a licensed operational radio base transmitter with appropriate controls and the designated telephone communication line to SS911.
 - B. Provide SS911 with the Fire Agency’s response procedures, designating the resources to be dispatched for all alarms to Fire Agency.

- C. Comply with the standard procedural rules for dispatch as may be established from time to time by SS911.
 - D. Maintain a unit identification system mutually agreed upon between Fire Agency and SS911.
4. Fees for Services. Fire Agency agrees to pay at least quarterly for services based on the fee schedule approved by the SS911 Governing Board. SS911 shall give at least three months advance notice of any change to its fee schedule. Fire Agency shall be notified of the fee schedule by electronic mail and it will be deemed received if email transmission was successful. It is the responsibility of the Fire Agency to notify SS911 if the fee schedule was not received.
 5. Records. SS911 shall maintain all records, reports, and documents created and held under this Agreement and the services provided hereunder in accordance with RCW 42.56 (Public Records Act) and RCW 40.14 (Preservation and Destruction of Public Records) and all other applicable federal and state regulations and SS911 policies. Upon receiving a request for a record, SS911 may notify the Fire Agency regarding the request prior to its release. In the event the Fire Agency requests the record be withheld or redacted, the Fire Agency shall be liable for any and all claims, costs, or attorney's fees incurred by SS911 in complying with the Fire Agency's request.
 6. Indemnification. Fire Agency agrees to defend, indemnify and hold harmless SS911, its officers, agents and employees from and against any and all loss, damage, injury, liability suits and proceedings however caused, arising directly from, or indirectly out of, any action or conduct of the Fire Agency in the exercise or enjoyment of this Agreement.

SS911 agrees to defend, indemnify and hold harmless Fire Agency from and against any and all loss, damage, injury, liability suits and proceedings however caused, arising directly from, or indirectly out of, any action or conduct of SS911 in the exercise or enjoyment of this Agreement.
 7. Termination. This Agreement may be terminated by either Party submitting written notice to the other Party by September 1 of any year, to be effective at the end of the following calendar year. Termination of service by SS911 may occur immediately if Fire Agency fails to pay for service or if Fire Agency violates the terms and conditions of service as determined by the SS911 Governing Board.
 8. Notices. Except for routine operational communications, which may be delivered personally or transmitted by electronic mail, all notices required hereunder shall be in writing and shall be deemed to have been duly given if delivered personally or mailed first-class mail, postage prepaid, to the parties at the following addresses:

SS911	FIRE AGENCY
Janet Caviezel Assistant Director, Administration South Sound 911 955 Tacoma Avenue South, Suite 102 Tacoma, WA 98402	Alan Predmore Fire Chief Buckley Fire Department 611 South Division Street PO Box 1960 Buckley, WA 98321
Phone: (253)798-2970	Phone: (360)829-1441
Fax: (253)798-7874	Fax: (360)829-6415
Email: Janet.Caviezel@SouthSound911.org	Email: apredmore@cityofbuckley.com

9. Miscellaneous Provisions.

- A. Governing Law and Venue. Washington State law shall govern the interpretation of this Agreement. Pierce County shall be the venue of any mediation, arbitration or litigation arising out of this Agreement.
- B. Assignment. The Fire Agency shall not assign, subcontract, delegate, or transfer any obligation, interest or claim to or under this Agreement or for any of the compensation due hereunder without the prior written consent of SS911.
- C. No Third Party Beneficiaries. This Agreement shall be for the sole benefit of the parties hereto, and nothing contained herein shall create a contractual relationship with, or create a cause of action in favor of, a third party against either party hereto.
- D. Waiver. A waiver or failure by either party to enforce any provision of this Agreement shall not be construed as a continuing waiver of such provisions, nor shall the same constitute a waiver of any other provision of this Agreement.
- E. Severability and Survival. If any term, condition or provision of this Agreement is declared void or unenforceable or limited in its application or effect, such event shall not affect any other provisions hereof and all other provisions shall remain fully enforceable. The provisions of this Agreement, which by their sense and context are reasonably intended to survive the completion, expiration or cancellation of this Agreement, shall survive termination of this Agreement.
- F. Entire Agreement. This Agreement contains the entire agreement between the parties as to the services to be rendered hereunder. All previous and contemporaneous agreements, representations or promises and conditions relating to the subject matter of this Agreement are superseded hereby.
- G. Modification. No modification or amendment of this Agreement shall be effective unless set forth in writing and signed by the Parties.

CITY COUNCIL AGENDA BILL

City of Buckley
PO Box 1960
Buckley, WA 98321

ITEM INFORMATION			
SUBJECT:		Agenda Date: January 28, 2020 AB20-013	
Phase II – Climbing Boulder Project	Department/Committee/Individual	Created	Reviewed
	Mayor Pat Johnson		X
	City Administrator – Dave Schmidt		X
	City Attorney – Phil Olbrechts		X
	City Engineer – Dominic Miller		
	City Clerk – Treva Percival	X	X
	Finance Dept – Sandra Groshong		
	Building Official – Mike Deadmond		
	Fire Dept – Chief Predmore		
	Parks & Rec Dept – Kevin Caviezel		
	Planning Dept – Leticia Wallgren		
	Police Dept – Chief Arsanto		
	Municipal Court – Jessica Cash		
	PW/Utilities – Chris Banks		
Attachments:			
SUMMARY STATEMENT: Council is being asked to approve the attached quotation for phase II of the Climbing Boulder project. This allows us to add the third climbing boulder. The project was included within the 2020 Budget.			
COMMITTEE REVIEW AND RECOMMENDATION:			
RECOMMENDED ACTION: MOVE to Approve the attached Quotation from Allplay Systems for Phase II of the Climbing Boulder Project.			
RECORD OF COUNCIL ACTION			
<i>Meeting Date</i>	<i>Action</i>	<i>Vote</i>	



AllPlay Systems, LLC
 P.O. Box 1886
 Sequim, WA 98382

Toll Free: 888.531.4881
 Fax: 888.655.6412
 Email: jeff@allplaysystems.com

Quotation

Jeff Hansen
 (425) 766-7822

Project: City of Buckley - Climbing Boulder Phase 2
 Date: 1/15/2020

Bill To:
 City of Buckley

Contact: Kevin Caviezel
 Phone: 360-761-7814
 Email: kcaviezel@cityofbuckley.com

Ship To:
 Buckley Youth Activity Center
 251 S River Rd,
 Buckley, WA 98321

Contact:
 Phone:
 Email:

This quote and purchase will be administered in accordance with the terms of NASPO ValuePoint Master Agreement #6479, executed 12/1/2016. The customer is responsible for final quantity count and unloading of freight at site, unless otherwise specified. All freight damage or missing items must be reported within two

Vendor	Item Description	Model	Qty	Unit Price	Total Price
ID Sculptu	Skyland Climbing boulder (modified to 10' height)		1	\$18,260.00	\$18,260.00
NASPO	NASPO Washington State Contract Discount (8%)		1	-\$1,460.80	-\$1,460.80
ID Sculptu	Freight to Buckley		1	\$3,900.00	\$3,900.00
R & R Cons	Installation of climbing boulder, move EWF		1	\$3,985.00	\$3,985.00

Additional Info:

The above quote assumes that the installation cost will remain the same changing from an 8' to a 10' boulder.

Subtotal \$24,684.20
 Tax 7.9% \$1,950.05
 Total \$26,634.25

Jeff Hansen
 (425) 766-7822
 jeff@allplaysystems.com

Accepted By: _____
 Date: _____

CITY COUNCIL AGENDA BILL

City of Buckley
PO Box 1960
Buckley, WA 98321

ITEM INFORMATION			
SUBJECT: Engineering Services Proposal – Stormwater Management Comprehensive Plan Update Cost Impact: \$70,000 Fund Source: Timeline:	Agenda Date: January 28, 2020		AB20-014
	Department/Committee/Individual	Created	Reviewed
	Mayor Pat Johnson		X
	City Administrator – Dave Schmidt		X
	City Attorney – Phil Olbrechts		
	City Engineer – Dominic Miller		X
	City Clerk – Treva Percival	X	X
	Finance Dept – Sandra Groshong		
	Building Official – Mike Deadmond		
	Fire Dept – Chief Predmore		
	Parks & Rec Dept – Kevin Caviezel		
	Planning Dept – Leticia Wallgren		
	Police Dept – Chief Arsanto		
	Municipal Court – Jessica Cash		
	PW/Utilities – Chris Banks		X
Attachments: Engineering Services Proposal			
<p>SUMMARY STATEMENT: The City’s Stormwater Management Comprehensive Plan was last updated in 2008 and the City is now seeking professional services to revise and update the Plan and assist with the planning and development of capital projects, operations and maintenance activities and costs, and a financial review of stormwater utility rates and system development charges. The Organization of the plan will be as follows:</p> <ul style="list-style-type: none"> • Introduction • Drainage Area Characterization • Stormwater Drainage System • Water Quality Analysis • Stormwater Quantity and Quality Control • NPDES Phase II Program • Capital Improvement Plan • Financial Analysis 			
COMMITTEE REVIEW AND RECOMMENDATION:			
<p>RECOMMENDED ACTION: MOVE to Approve the Engineering Services Proposal for Stormwater Management Comprehensive Plan Update with Gray & Osborne.</p>			
RECORD OF COUNCIL ACTION			
Meeting Date	Action	Vote	



January 21, 2020

Mr. Dave Schmidt
City Administrator
City of Buckley
P.O. Box 1960
Buckley, Washington 98321

SUBJECT: ENGINEERING SERVICES PROPOSAL FOR STORMWATER
MANAGEMENT COMPREHENSIVE PLAN UPDATE
CITY OF BUCKLEY, PIERCE COUNTY, WASHINGTON
G&O #20197.48

Dear Mr. Schmidt:

Gray & Osborne has developed this proposal to provide engineering services for the Stormwater Management Comprehensive Plan Update.

The attached Exhibit A defines the scope of work for the planning document. The attached Exhibit B includes a breakdown of hours and fees for this work. The estimated cost for completing the scope of work is \$70,000.

Thank you for the opportunity to provide this proposal. Should you concur with this engineering services proposal, please execute the authorization on the following page and return a copy of this transmittal to me.

Sincerely,

GRAY & OSBORNE, INC.

Dominic J. Miller, P.E.

DJM/sp
Encl.

cc: Mr. Chris Banks, Public Works Director, City of Buckley



Mr. Dave Schmidt
January 21, 2020
Page 2

**CITY OF BUCKLEY – STORMWATER MANAGEMENT COMPREHENSIVE
PLAN UPDATE**

Gray & Osborne, Inc. is hereby authorized to proceed with the engineering services as noted herein and under the terms and conditions of our current On-Call Engineering Services Contract dated September 14, 2011, for a cost not to exceed \$70,000 as noted herein without further written direction and authorization of the City.

Name (Print)

Title

Signature

Date

EXHIBIT A

SCOPE OF WORK

CITY OF BUCKLEY STORMWATER MANAGEMENT COMPREHENSIVE PLAN UPDATE

The City of Buckley Stormwater Management Comprehensive Plan (“Plan”) was last updated in 2008, and the City is now seeking professional services to revise and update the Plan and assist with the planning and development of capital projects, operations and maintenance activities and costs, and a financial review of stormwater utility rates and system development charges. The organization of the plan will be as follows:

- Executive Summary
- Chapter 1 – Introduction
- Chapter 2 – Drainage Area Characterization
- Chapter 3 – Stormwater Drainage System
- Chapter 4 – Water Quality Analysis
- Chapter 5 – Stormwater Quantity and Quality Control
- Chapter 6 – NPDES Phase II Program
- Chapter 7 – Capital Improvement Plan
- Chapter 8 – Financial Analysis

The estimated cost to do this work is based upon the hours and rates provided in Exhibit B and upon completion of the specific tasks identified below.

TASK 1 – PROJECT MANAGEMENT

Provide overall project management and oversight services to include:

- Procuring sufficient staff resources to dedicate to the project.
- Preparing and executing subconsultant contracts.
- Managing and controlling project budget and schedule.
- Managing and providing monthly progress reports and invoices.
- Coordinating with City staff.

TASK 2 – STORMWATER INFRASTRUCTURE MAPPING

Gray & Osborne will update existing GIS information with data collected during development of the Plan. Gray & Osborne will work with City staff to verify system invert information and update existing GIS data that will be incorporated into the Plan and used for hydraulic modeling of the system, as required.

Based on readily available topographic information (i.e., LIDAR), rainfall data, soil information, land use, and other associated GIS-based data, previously delineated drainage basins will be reviewed and updated if necessary. The description and inventory of existing storm water facilities will be updated.

Deliverables

- Stormwater base map including updated existing stormwater facilities and drainage basins.
- Inventory of existing stormwater facilities.

TASK 3 – DRAINAGE AREA CHARACTERIZATION

Gray & Osborne will update the drainage area characterization portion of the plan based on infrastructure changes, land use changes and regulatory since the last plan. The information will be supplemented with that collected in Task 2 and included within the Drainage Area Characteristics chapter.

Deliverables

- Drainage Area Characterization (Chapter 2)

TASK 4 – ANALYSIS OF STORMWATER DRAINAGE SYSTEM

Gray & Osborne will conduct a stormwater system analysis of the existing drainage facilities within the City. The design storm for facility sizing will be the 25-year storm event using an event-based hydrologic/hydraulic model. The following specific analyses will be completed:

1. Using inventory information developed in Task 2, Gray & Osborne will prepare a hydrologic/hydraulic model of the existing system for the existing and future (i.e., buildout) 25-year storm event.
2. Gray & Osborne will evaluate the impact of runoff to the existing conveyance systems under both current and future land use conditions. For those areas determined to be inadequate for conveyance,

recommendations will be introduced regarding an appropriate conveyance facility.

Deliverables

- Hydrologic/hydraulic modeling files and figures depicting the areas modeled.
- Stormwater Drainage System chapter (Chapter 3).

TASK 5 – IDENTIFICATION OF WATER QUALITY PROBLEMS

Gray & Osborne will work with staff to identify potential sources of runoff pollution. These sources may include general items such as yard care practices, erosion control practices and enforcement at construction sites, roadways, and outfall erosion, but may also include more specific items such as existing commercial and industrial activities (source control). Gray & Osborne will distinguish point and non-point sources of pollution.

Gray & Osborne will document the findings regarding runoff pollution to include the following:

- A discussion of broadly known adverse impacts related to stormwater runoff pollution, including water quality degradation, stream channel destabilization, and fish habitat modification;
- A discussion of measures intended to avoid or mitigate identified impacts, including:
 - Facilities to collect, convey, treat, detain, discharge, and infiltrate stormwater runoff.
 - Stormwater management program activities, including construction site inspection, stormwater permanent facility inspection (public and private), maintenance, repair, and retrofitting of existing facilities; program administration, data management, and planning.
 - Land use and zoning policies and regulations.
 - Land development regulations.

Deliverables

- Water Quality Analysis chapter identifying existing or potential water quality problem areas (Chapter 4).

TASK 6 – IDENTIFY POTENTIAL CONVEYANCE AND WATER QUALITY SOLUTIONS

Identify potential structural and non-structural solutions to correct the conveyance system and water quality problems identified in Tasks 4 and 5, including:

1. Propose conveyance facilities improvements, including detailed description of the problems, the solutions, and costs.
2. Propose water quality facilities improvements, including detailed description of the problems, the solutions, and costs.
3. Attend up to two public and/or City Council workshops to discuss existing drainage and water quality problems and recommended solutions.

Deliverables

- Stormwater Quantity and Quality Control (Chapter 5).
- Provide exhibits, pictures, handout materials, etc., for public/council workshops.

TASK 7 – REVIEW CITY’S NPDES PHASE II PROGRAM

Gray & Osborne will review the City’s NPDES Phase II Program for compliance with the current permit requirements and timelines. Elements needing to be addressed will be identified and an estimated effort for the City to complete these elements will be discussed. Prepare recommendations for meeting the requirements of the NPDES permit.

Gray & Osborne will review with staff the current operation and maintenance procedures and provide recommendations as necessary.

Deliverables

- A discussion of NPDES Phase II Program elements, schedule and an estimate of costs to comply with the permit requirements. Recommend maintenance procedures and schedule to assist the City with NPDES permit compliance.
- NPDES Phase II Permit Compliance (Chapter 6).

TASK 8 – CAPITAL IMPROVEMENT PLAN

Based on the improvements recommended in previous tasks, Gray & Osborne will propose a schedule and priority of capital improvements for the 6-year and 20-year planning horizon. The priorities will be based upon a ranking system as developed together by Gray & Osborne and City staff. Please note: Based upon the financial analysis, project scheduling and prioritization may be affected and adjusted based upon discussions with City staff.

Deliverables

- Capital Improvement Plan (Chapter 7) including recommended structural and non-structural projects, estimated costs, and schedule.

TASK 9 – FINANCIAL REVIEW

Gray & Osborne will review the current and expected revenue and expenses to assist the City in updating a plan for funding capital projects and operations and maintenance costs. The existing rate model will be updated, including number of residential, commercial, and industrial ERUs, current fund balances, rates, charges, non-rate revenues, expenses, debts, and other information as required. Utility rate review will include:

- Develop a 6-year and 20-year rate model (cash based) for the stormwater utility based on the capital improvement plan and operation and maintenance costs.
- Provide recommendations for a rate adjustment, if necessary, to adequately fund the utility.

Review basis for the system development charge. Revise calculation of system development charge based on the actual cost of completed infrastructure projects and growth and the recommended capital improvement plan. Provide recommendations for an adjustment of the system development charge.

Gray & Osborne will provide a discussion of alternatives available for financing the projects identified in the capital improvement plan.

Deliverables

- Financial Plan (Chapter 8) including rate model and discussion of potential funding scenarios for capital improvements and utility operation.
- Review calculation of system development charges.

TASK 10 – COMPILE DRAFT COMPREHENSIVE STORMWATER MANAGEMENT PLAN

Gray & Osborne will compile the work performed under Tasks 1 to 9 to develop a draft Comprehensive Stormwater Management Plan Update for review by City staff.

Gray & Osborne will prepare a non-project SEPA checklist for the plan.

Deliverables

- Two hard copies of the final draft Comprehensive Storm System Plan.
- One electronic copy (PDF, Microsoft Word, Excel, GIS, CAD and other file and formats utilized in development of the plan).

TASK 11 – FINALIZE COMPREHENSIVE STORMWATER MANAGEMENT PLAN

Gray & Osborne will assist the City in presenting the draft Plan to City Council, the Planning Commission, and the public. This work assumes one meeting each for the public and Planning Commission, and two meetings for the City Council. Gray & Osborne will discuss comments received from the public with staff and generate a response. Following receipt of comments from the City, Gray & Osborne will prepare a final plan for Council consideration of adoption.

Deliverables

- Two copies of the final Comprehensive Storm System Plan.
- One complete PDF of the final Comprehensive Storm System Plan. All electronic copies including but not limited to PDF, Word, Excel, GIS, CAD and other files and formats utilized in development of the plan.

TASK 12 – QUALITY ASSURANCE/ QUALITY CONTROL

Gray & Osborne will conduct two quality assurance / quality control meetings at the 50 percent and 90 percent review levels. The review team will include the project team compiling the Plan as well as engineers outside of the project in order to provide an unbiased perspective. The meetings will incorporate not only the review of the Plan itself but of the budget and schedule as well.

We anticipate the following timeframe for completion of the tasks:

Notice to Proceed.....	January 29, 2020
Introduction (Ch. 1), Update System Map, and Drainage Area Characterization (Ch. 2).....	April 30, 2020
Stormwater Drainage System (Ch. 3), Water Quality Analysis (Ch. 4) and Stormwater Quantity and Quality Control (Ch. 5) and NPDES Phase II Program (Ch. 6).....	July 31, 2020
Capital Improvement Plan (Ch. 7).....	August 31, 2020
Financial Review (Ch. 8).....	September 30, 2020
Present Draft Plan to Staff.....	October 15, 2020
Council Presentations.....	November 15, 2020
Final Plan.....	December 15, 2020
Plan Adoption.....	December 31, 2020

Assumptions for City Responsibilities

This scope of work assumes:

1. The City will provide complete and timely reviews of all work submitted.
2. The City will advertise for and provide a facility for project and public meetings and presentations to City Council.
3. The City will utilize city resources to advertise and publish all items related to the State Environmental Policy Act (SEPA), issue a threshold decision, and submit response to comments.
4. The City will provide guidance on where mapping updates are necessary.

EXHIBIT B

**ENGINEERING SERVICES
SCOPE AND ESTIMATED COST**

City of Buckley - Stormwater Management Comprehensive Plan Update

Tasks	Principal Hours	Project Manager Hours	Civil Eng. Hours	AutoCAD/ GIS Tech./ Eng. Intern Hours
Project Management	8	24		
Stormwater Infrastructure Mapping		4	24	24
Drainage Area Characterization		4	28	12
Analysis of Existing Drainage System		4	60	12
Identification of Water Quality Problems		4	12	
Identify Potential Solutions		8	24	
Review NPDES Phase II Program		4	24	
Capital Improvement Plan	4	8	32	24
Financial Review	2	8	24	
Draft Plan/SEPA Checklist	2	8	32	12
Final Plan	10	30	32	10
QA/QC	6	6	6	
Hour Estimate:	32	112	298	94
Fully Burdened Billing Rate Range:*	\$135 to \$200	\$119 to \$200	\$93 to \$135	\$50 to \$132
Estimated Fully Burdened Billing Rate:*	\$170	\$155	\$125	\$100
Fully Burdened Labor Cost:	\$5,440	\$17,360	\$37,250	\$9,400

Total Fully Burdened Labor Cost: \$ 69,450

Direct Non-Salary Cost:

Mileage & Expenses (Mileage @ current IRS rate) \$ 550

TOTAL ESTIMATED COST: \$ 70,000

* Actual labor cost will be based on each employee's actual rate. Estimated rates are for determining total estimated cost only. Fully burdened billing rates include direct salary cost, overhead, and profit.

CITY COUNCIL AGENDA BILL

City of Buckley
PO Box 1960
Buckley, WA 98321

ITEM INFORMATION			
SUBJECT: Buckley Storage Design Review Amendment	Agenda Date: January 28, 2020		AB20-015
	Department/Committee/Individual	Created	Reviewed
	Mayor Pat Johnson		X
	City Administrator – Dave Schmidt		X
	City Attorney – Phil Olbrechts		X
	City Engineer – Dominic Miller		
	City Clerk – Treva Percival		X
	Finance Dept – Sheila Bazzar		
	Building Official – Mike Deadmond		
	Fire Dept – Chief Predmore		
	Parks & Rec Dept – Kevin Caviezel		
	Planning Dept – Leticia Wallgren	X	X
	Planning Dept – Evan Lewis		
	Police Dept – Chief Arsanto		
Municipal Court – Jessica Cash			
	PW/Utilities – Chris Banks		
	Committee- Community Services/Design Review		X
Attachments: Recommendation, Original Staff report/approval document			
<p>SUMMARY STATEMENT:</p> <p>The changes proposed can be summarized as an amendment to the materials used on buildings 6, 7, 8, 9, and 10. The applicant is proposing that CMU brick originally proposed to go from the bottom to the top now stop at 4-feet from the bottom with the upper portion being replaced with metal siding.</p>			
COMMITTEE REVIEW AND RECOMMENDATION: Community Services Committee 1/23/2020			
RECOMMENDED ACTION: MOVE to Approve the Design Review Amendments for Buckley Storage			
RECORD OF COUNCIL ACTION			
Meeting Date	Action	Vote	



**City of Buckley
Planning Department
Design and Sign Review**

Proposal Name: Buckley Storage Design Review Amendment

Proposal Address: xx SR 410 E; Parcel # 5665000320

Proposal Description: Design review amendment to reduce CMU and increase steel siding.

File Number: DR-20-0002

Applicant: Soundbuilt Northwest

Contact: Evan Mann; evan@soundbuilthomes.com, 253-820-7835

Planner: Leticia Wallgren, City Planner

State Environmental Policy (SEPA) Threshold Determination: SEPA checklist reviewed, and DNS issued 11/7/2018 for the Conditional Use Permit and Site Plan Review application

Decisions Included: Recommendation to City Council

Department Decision: Recommended Approval



Community Services Chair
City of Buckley

Decision Date: N/A
Notice of Application: N/A
Decision Publication Date: N/A
Appeal Deadline: N/A

Contents

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	Siding	6
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I Background

The City received an application for design review on March 19, 2019 from Soundbuilt Northwest for the business Rainier View Storage (formerly called Buckley Storage) located at an unaddressed parcel on State Route 410 E; parcel # 5665000320. This property is zoned General Commercial (GC) and is located and visible along the south side of Hwy 410. The proposal requires sign and design review to evaluate compliance with the sign code and development guidelines for the Hwy 410 corridor.

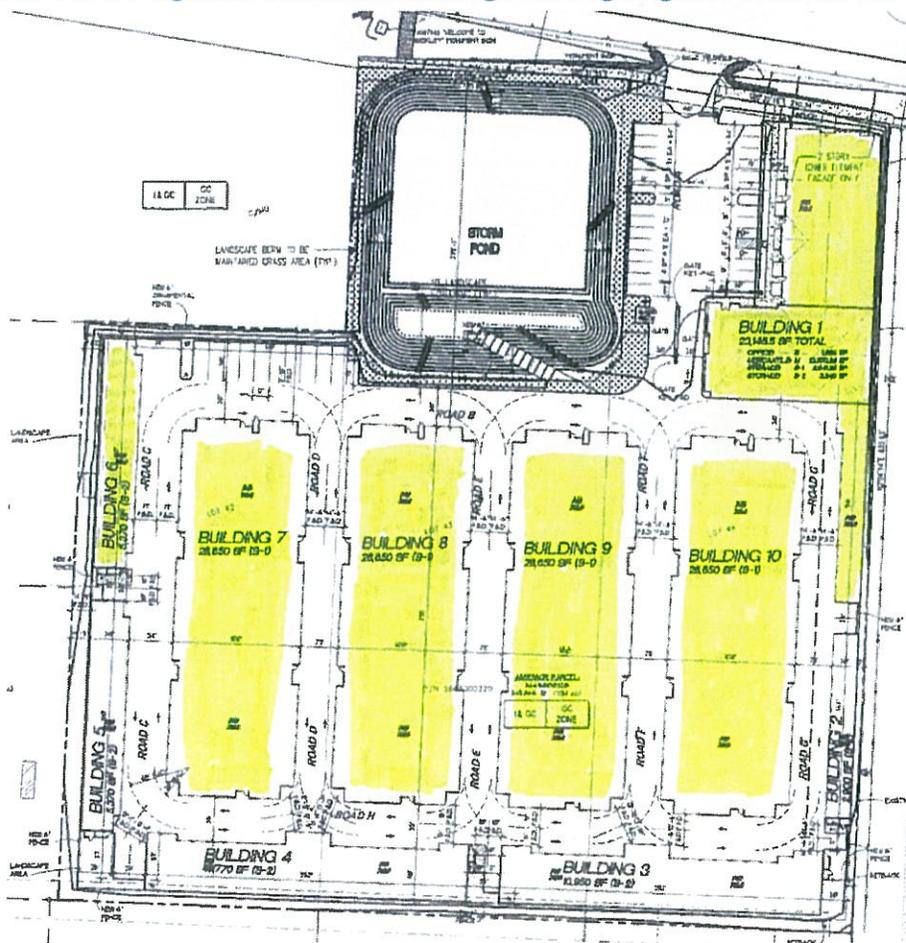
The proposal for Rainier View Storage consists of one, one-story mixed retail/office/storage building and nine one-story, semi-heated, mini self-storage buildings as well as recreational vehicle storage. One building (Building #1) has frontage along Highway 410 and consists of retail spaces, an office leasing space for the self-storage units, and storage for motor vehicles.

The applicant was required to undergo design review for only Buildings #1, 6, 7, 8, 9, and 10, which are the buildings most visible from Highway 410, as well as any signs. The buildings requiring design review are highlighted in yellow in **Figure 1**.

On May 9, 2019 the Design Review Committee approved a recommendation of Conditional Approval to the City Council. On May 14th, 2019, the Buckley City Council approved the Design Review as conditioned in the original staff report attached as **Exhibit A**.

On January 21, 2020, the applicant submitted an application to amend the design of buildings 6,7,8,9 and 10 as indicated in **figures 4 – 7** of this staff report.

Figure 1: Rainier View Storage Site Plan and Buildings Undergoing Site Plan Review



Building #6 (Storage Building)

Building #6 is 5,370 total sf, stretching along a portion of the western property line. Building #6 is 20 ft. high and consists exclusively of storage. The applicant also likely plans a 6'-8' chain link fence, with slats, along the western portion of the property next to Building #6. It is likely that Building #6 will not be fully visible when viewed from Highway 410 as it is located behind a storm pond and tall trees. Additional details are included in *Attachment 3*.

Figure 2: Building #6 Storage Building North Elevation (previously approved)

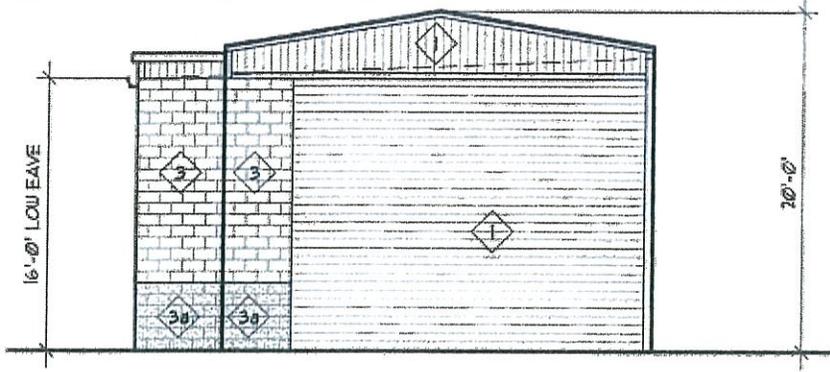
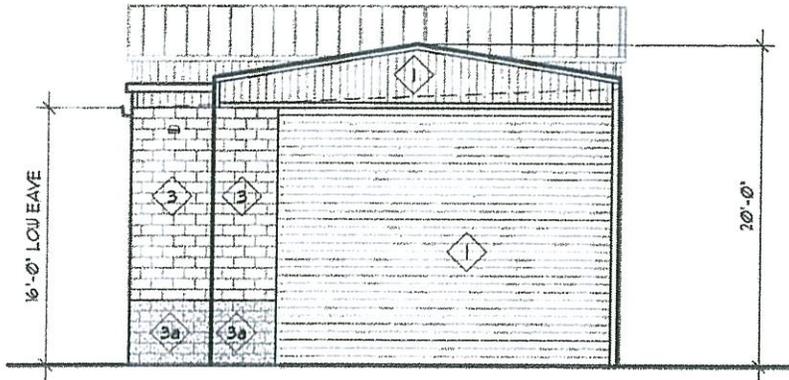


Figure 3: Building #6 Storage Building North Elevation (proposed amended)



Buildings #7, 8, 9 and 10 (Storage Buildings)

Building #s 7, 8, 9 and 10 are all 28,650 sf and evenly spaced across the middle of the parcel. Building #s 8 and 9 are 20 ft., and Buildings #7 and 10 are just over 19 ft. high. All four buildings consist exclusively of storage. Additional details are included in *Attachment 2*.

Figure 4: Building #8 and 9 Storage Buildings - View from SR 410; North Elevation (previously approved).

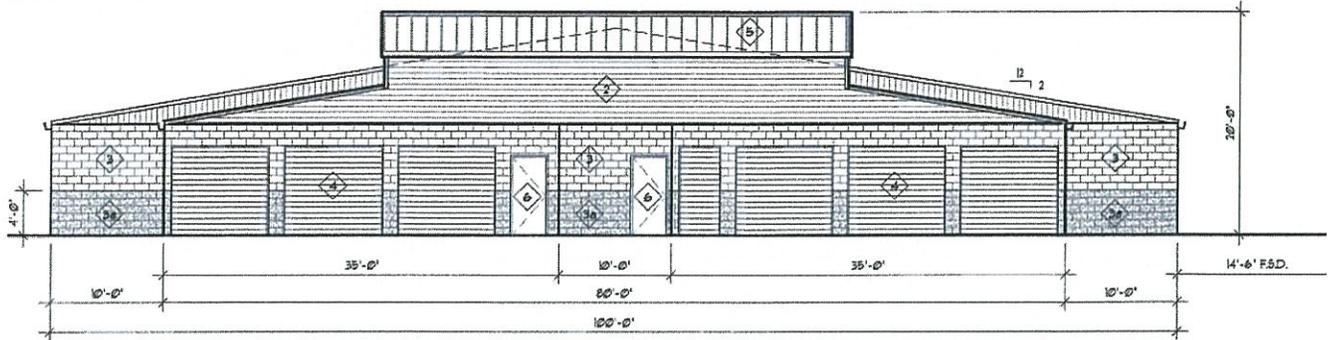


Figure 5: Building #8 and 9 Storage Buildings - View from SR 410; North Elevation (proposed amended)

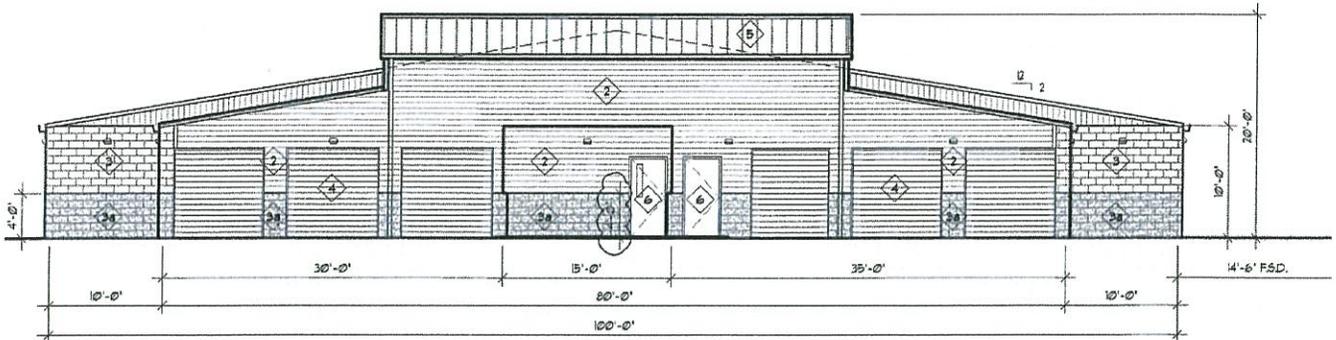


Figure 6: Building #7 and 10 Storage Buildings- View from SR 410; North Elevation (previously approved)

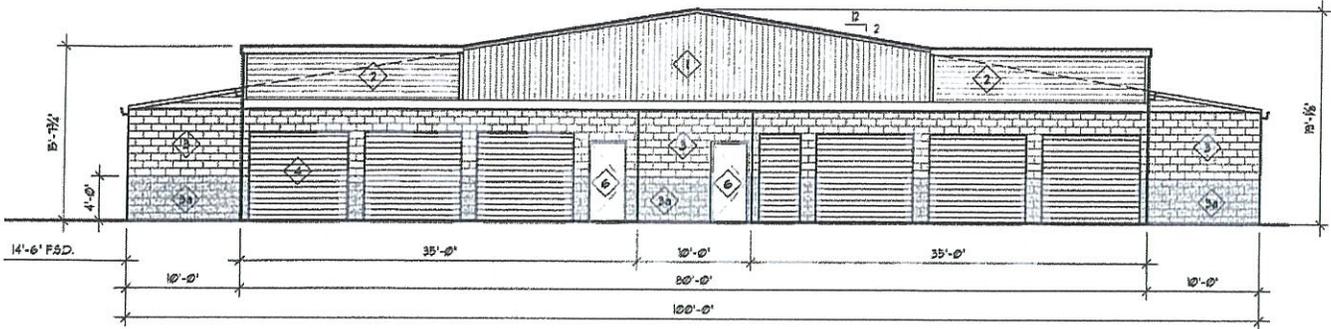
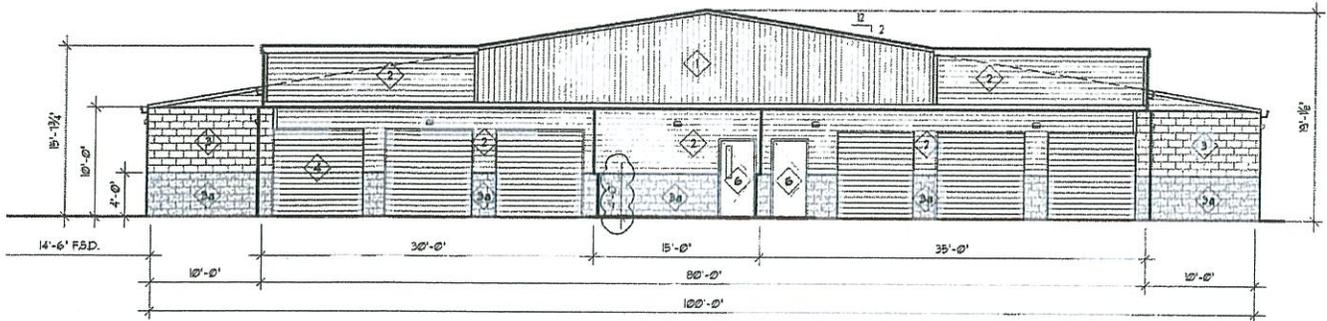


Figure 7: Building #7 and 10 Storage Buildings- View from SR 410; North Elevation (proposed amended)



Siding

The proposed building siding will be made of 24 gauge galvanized metal siding panels. The siding will be installed horizontally or vertically (as shown in the building elevation drawings) for a varying aesthetic. The lower portion of the buildings will consist of 8 inch concrete masonry units.

V Attachments

- A. Previously Approved Design Review**
- B. Full Set Elevations**



**City of Buckley
Planning Department
Design and Sign Review**

Proposal Name: Rainier View Storage Design Review

Proposal Address: xx SR 410 E; Parcel # 5665000320

Proposal Description: Design review for new storage and retail buildings and signs

File Number: Design review permit #DR-19-0002

Applicant: Soundbuilt Northwest

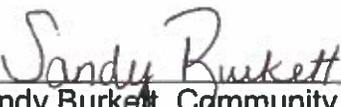
Contact: John Harkness; john@soundbuilthomes.com, 253-848-0820

Planner: Evan Lewis, Assistant Planner

State Environmental Policy (SEPA) Threshold Determination: SEPA checklist reviewed, and DNS issued 11/7/2018 for the Conditional Use Permit and Site Plan Review application

Decisions Included: Recommendation to City Council

Department Decision: Conditional Approval



Sandy Burkett, Community Services Chair
City of Buckley

Decision Date: N/A
Notice of Application: N/A
Decision Publication Date: N/A
Appeal Deadline: N/A

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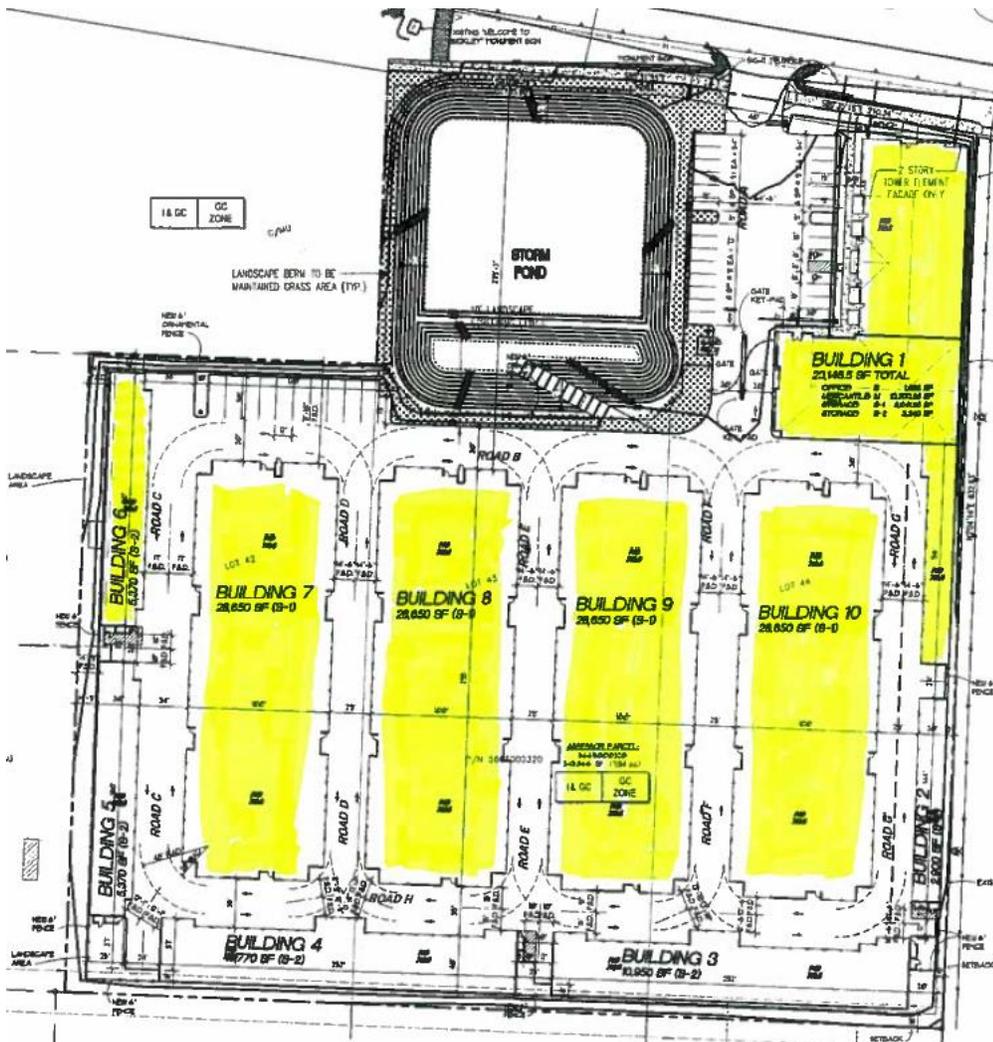
I Background

The City received an application for design review on March 19, 2019 from Soundbuilt Northwest for the business Rainier View Storage (formerly called Buckley Storage) located at an unaddressed parcel on State Route 410 E; parcel # 5665000320. This property is zoned General Commercial (GC) and is located and visible along the south side of Hwy 410. The proposal requires sign and design review to evaluate compliance with the sign code and development guidelines for the Hwy 410 corridor.

The proposal for Rainier View Storage consists of one, one-story mixed retail/office/storage building and nine one-story, semi-heated, mini self-storage buildings as well as recreational vehicle storage. One building (Building #1) has frontage along Highway 410 and consists of retail spaces, an office leasing space for the self-storage units, and storage for motor vehicles.

The applicant was required to undergo design review for only Buildings #1, 6, 7, 8, 9, and 10, which are the buildings most visible from Highway 410, as well as any signs. The buildings requiring design review are highlighted in yellow in **Figure 1**.

Figure 1: Rainier View Storage Site Plan and Buildings Undergoing Site Plan Review



Building #1 (Retail and Storage Building)

Building #1 is 23,147 total sf and consists of 11,865 sf of office and retail, and 11,281 sf of storage. All of Building #1 is one-story, however there are portions of the retail building that give the illusion of a second floor even though a second floor does not exist (the “tower element” façade identified on the site plan in *Attachment 2*). However, there may be a catwalk to the tower façade area for light changing and window cleaning access. It is a long building stretching from the northeast corner of the parcel to about midway down the eastern side of the parcel. The office and retail portion is located along and near Highway 410, and the storage portion is located further south. **Figures 2-7** show Building #1 elevations, and additional details are included in *Attachment 2*.

Figure 2: Building #1 Retail Building – View from SR 410; North Elevation



Figure 3: Building #1 (North End) Retail Building; West Elevation



Figure 4: Building #1 (South End) Storage Building; West Elevation

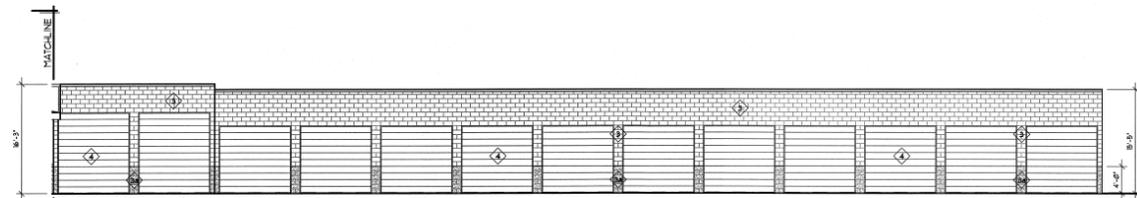


Figure 5: Building #1 Retail/Storage Building; South Elevation

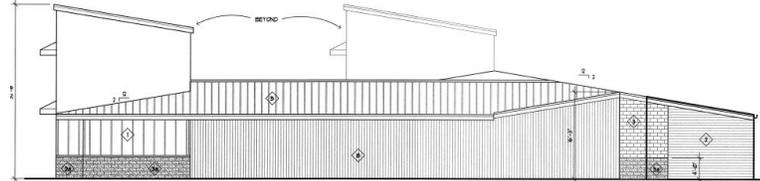


Figure 6: Building #1 (South End) Storage Building; East Elevation

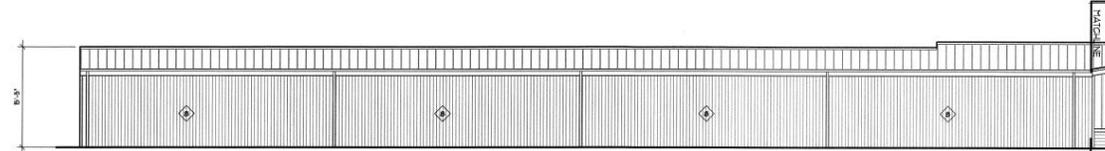


Figure 7: Building #1 (North End) Retail Building; East Elevation



Building #6 (Storage Building)

Building #6 is 5,370 total sf, stretching along a portion of the western property line. Building #6 is 20 ft. high and consists exclusively of storage. The applicant also likely plans a 6'-8' chain link fence, with slats, along the western portion of the property next to Building #6. It is likely that Building #6 will not be fully visible when viewed from Highway 410 as it is located behind a storm pond and tall trees. Additional details are included in Attachment 3.

Figure 8: Building #6 Storage Building North Elevation

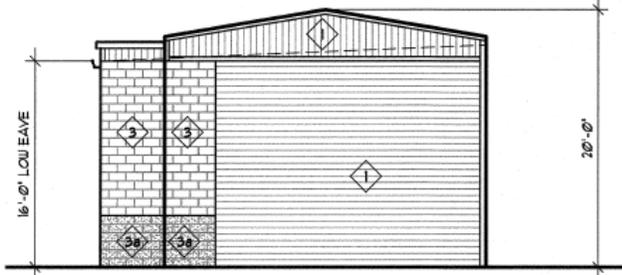


Figure 9: Building #6 Storage Building South Elevation

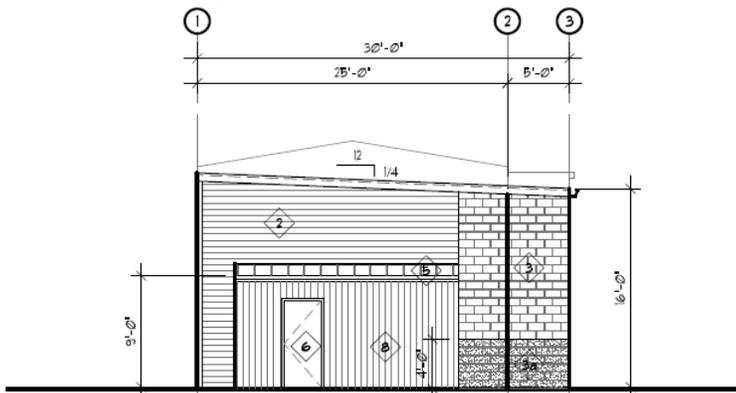


Figure 10: Building #6 Storage Building East Elevation

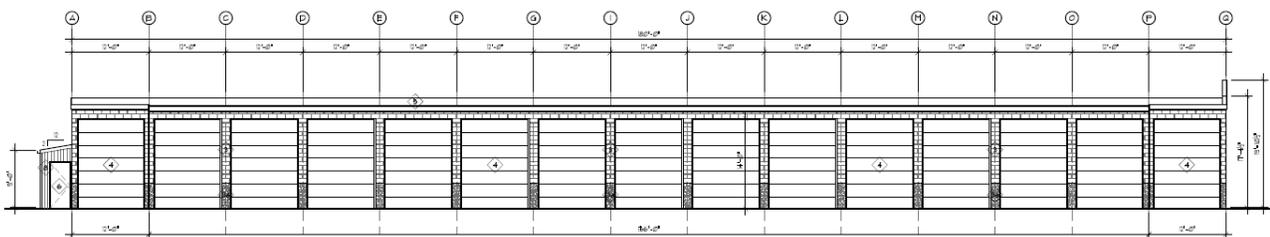
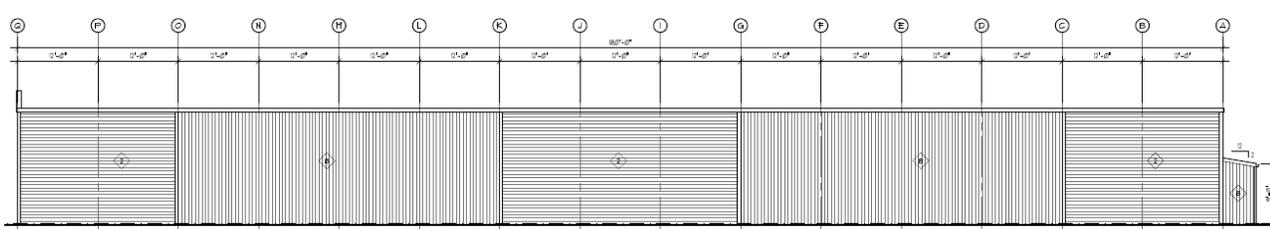


Figure 11: Building #6 Storage Building West Elevation



Buildings #7, 8, 9 and 10 (Storage Buildings)

Building #s 7, 8, 9 and 10 are all 28,650 sf and evenly spaced across the middle of the parcel. Building #s 8 and 9 are 20 ft., and Buildings #7 and 10 are just over 19 ft. high. All four buildings consist exclusively of storage. Additional details are included in Attachment 2.

Figure 12: Building #8 and 9 Storage Buildings - View from SR 410; North Elevation

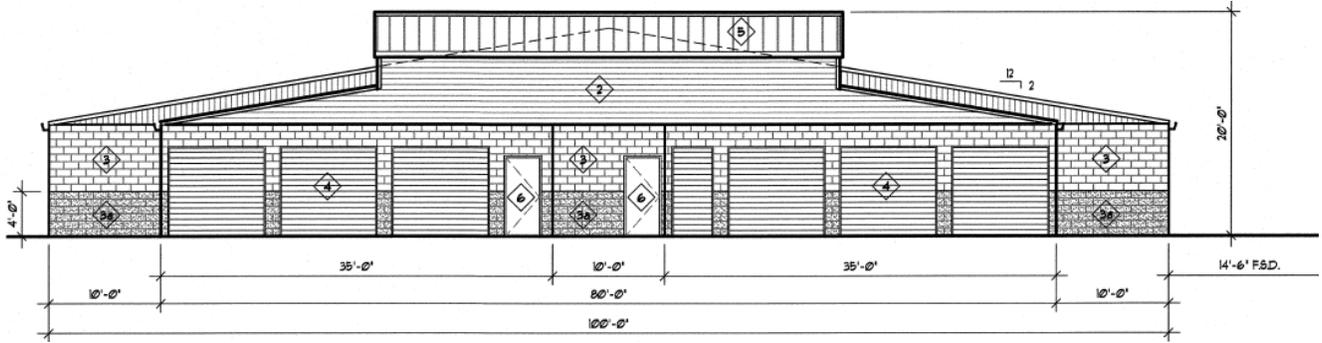
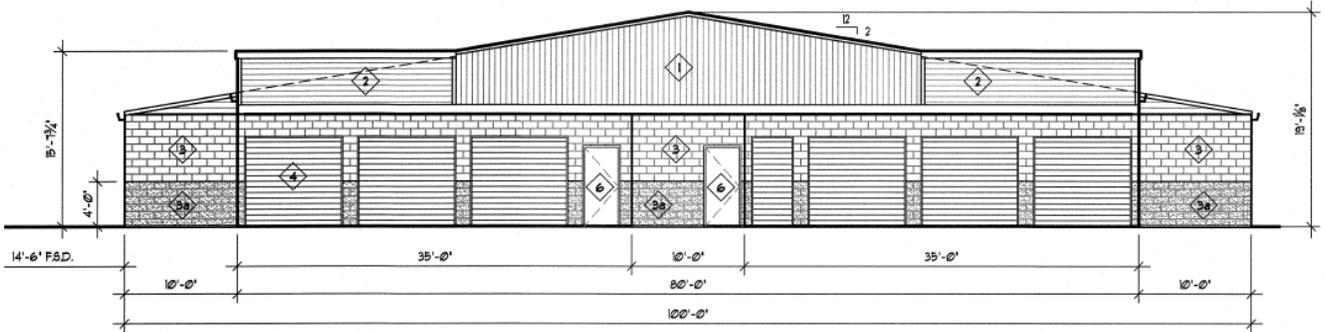


Figure 13: Building #7 and 10 Storage Buildings - View from SR 410; North Elevation



Siding

Proposed building siding will be made of 24 gage galvanized metal siding panels with mostly 36 inch wide profiles. Siding will be installed horizontally or vertically (as shown in the building elevation drawings) for a varying aesthetic. The lower portion of several buildings will consist of 8 inch concrete masonry units.

Roofing

Proposed building roofing is a two inch standing seam metal with a 16" wide profile; Steel "Z" girts with purlins will span the building sections.

Windows

Proposed windows and entry systems consist of typical aluminum storefront assemblies. Frames are 2" x 4.5". Glazing consists of 1" units (1/4" glazing both sides with a 1/2" air gap). All windows are fixed and no windows are operable. Most windows have a vertical orientation.

Doors

Proposed Building #1 entry doors are swinging hinged doors (with full lite), designed as part of the aluminum storefront system. These aluminum storefront systems will be in Building #1 only, and used only in the retail portion and storage leasing office. Person doors in the storage structures are opaque insulated steel doors. The exterior self-storage unit doors are Janus roll-up steel doors.

Ornamentation

3' deep awnings are strategically placed to emulate a rural commercial retail building. This is the only proposed ornamentation.

Colors

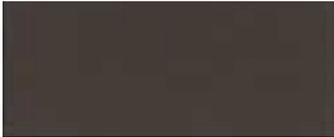
Colors consist primarily of charcoal gray, dark bronze and bronze. The roofs and trim are dark bronze and the majority of the metal siding is charcoal gray. The concrete masonry units portion of the siding is a natural gray which is significantly lighter than the charcoal gray. On the retail building, a dark bronze aluminum storefront with clear glazing reveals yellow faux roll-up doors on a white wall, similar to the example storage building renderings shown below. Additional details are included in *Attachments 5, 6, and 7 (the colors appear clearer and more accurate in the attachments)*.

Figure 16: Rainier View Color Examples and Example Storage Building Rendering

Charcoal Gray



Dark Bronze



Bronze



Example Renderings of a *Similar Building (not Rainier View Storage)*



II Sign Design Review Standards

The following design review standards for signs are from Buckley Municipal Code (BMC). Complete design review requirements for Rainier View Storage are addressed in the next section on Highway 410 Development Guidelines.

19.30.070 General Sign Requirements

- (1) All signs, except those specifically authorized, such as community bulletin boards, political signs, real estate signs and special event signs, shall be on-premises signs.

All of the proposed signs, which include building-mounted signs and one monument sign, will be on-premises signs. Any future signs shall be on-premises signs.

- (2) The structure and erection of signs or flag poles within the city shall be governed by the most recently adopted building code (or any superseding edition adopted by the city). Compliance with the building code shall be a prerequisite to issuance of a sign permit under this code.

The applicant shall be required to comply with the building code prior to receiving a sign permit. All structural, building and architectural plans shall be reviewed by the Building Department.

- (4) Design. All signs shall be designed using materials, colors, lettering and other graphics which will be an asset to the community and in the best interest of the city and the general public.

The proposed monument ground sign uses yellow and light gray lettering which is internally illuminated. The sign will be mounted atop a base that consists of gray CMU blocks. The proposed building signs would be internally LED-illuminated, cabinet wall-mounted signs; charcoal gray color and acrylic-faced; similar to the monument sign. There are no plans for signage on buildings 6-10, other than building identification numbers and letters. The height, font and location of building ID numbers or letters have not yet been determined. It has not yet been determined whether building letters and numbers will be actual signs mounted to the building or rather just painted onto the buildings.

This sign design would be an asset to the community and created in the best interest of the city and the general public.

- (5) Maintenance. All signs, including signs heretofore installed, shall be correctly maintained on a continuous basis pursuant to BMC [19.30.170](#) and [19.30.180](#).

All signs shall be maintained pursuant to BMC [19.30.170](#) and [19.30.180](#).

- (6) Landscaping for Freestanding and Monument Signs. All new monument signs shall include, as part of their design, landscaping about their base so as to prevent vehicles from hitting the sign and to improve the overall appearance of the installation.

(a) Monument signs shall be located in a planting bed of equal area to the area of the sign. The planting bed may be included within any planting strip(s) required under Chapter 17.08 BMC. The minimum dimension of the planting bed shall be five feet measured from border to border or inside face of curb to sidewalk. The planting beds shall be improved with the following:

- (i) One gallon groundcover planted 12 inches on center; and

(ii) One shrub per 10 square feet of sign area. Shrubs located within the vision clearance area shall be not taller than 36 inches.

The proposed monument sign includes landscaping around its base which contains green shrubs and other plants as identified in the landscaping plan in Attachment 8. Sign landscaping shall comply with sign design guideline #6 and BMC 17.08.

(7) Inspection. All sign users shall permit the periodic inspection of their signs by the city upon city request.

All proposed signs shall be inspected by the Building Department pursuant to BMC 19.30.170.

(8) Location: All monument and temporary freestanding signs (such as construction signs and property “for sale” signs) must be set back a minimum of five feet from any property lines, or outside the sight triangle established in Section 4.12 of the “City of Buckley Development Guidelines and Public Works Standards,” whichever is greater.

The proposed monument ground sign shall be set back at least five feet from the property line and shall be located outside the sight triangle. Any proposed signs shall be situated in a manner so as not to adversely affect safety or corner vision.

(12) Sign Illumination and Glare.

(a) All signs other than those referenced in subsection (8) of this section and located within the GC or CC commercial or industrial LI zones may be internally illuminated. Signs in all other zones may be indirectly illuminated; provided, the light source for indirectly illuminated signs shall be no farther away from the sign than the height of the sign.

(b) Illumination from or upon any sign shall be shaded, shielded, directed or reduced so as to avoid undue brightness, glare or reflection of light on private or public property in the surrounding area, and so as to avoid unreasonably distracting pedestrians or motorists. “Undue brightness” is illumination in excess of that which is reasonably necessary to make the sign reasonably visible to the average person on an adjacent street. Illumination, if used, shall be what is known as white or yellow and shall not be blinking, fluctuating or moving. Light rays shall shine only upon the sign or upon the property within the premises and shall not spill over the property lines, in any direction, except by indirect reflection.

(c) 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.

The proposed building-mounted signs for individual tenants would be internally illuminated with LED lights. This light shall not blink, fluctuate or move. Light from the signs shall only illuminate sign letters and shall not spill over the property lines in any direction except by indirect reflection.

(13) Maximum height for wall signs shall not extend above the highest exterior wall upon which the sign is located.

The proposed wall signs do not appear to extend above the highest exterior wall. Wall signs shall not extend above the highest exterior wall upon which the sign is located.

(15) No sign shall be placed so as to cause a visual or physical obstruction to a public right-of-way or pedestrian way. (Ord. 22-08 § 1 (Exh. A), 2008; Ord. 11-07 § 2, 2007; Ord. 05-06 § 1, 2006).

The proposed signs do not appear to cause a visual or physical obstruction of the public right-of-way or pedestrian way. Signs shall not cause a visual or physical obstruction to a public right-of-way or pedestrian way.

19.30.80 Sign Area Calculation

The allowable sign area shall be calculated from the building frontage or lot frontage, whichever is greater. The sign, whether a wall, freestanding or monument sign, must be located on and facing upon the street frontage that determined the allowable sign area. When a business does not face a street but has an entrance that opens directly to the outside of the building, the business may have one wall sign with the area of the sign based on the business's portion of the building frontage. (Ord. 22-08 § 1 (Exh. A), 2008; Ord. 05-06 § 1, 2006).

The proposed monument ground sign and any building-mounted signs fronting Highway 410 shall be located on and face upon the street frontage that determined the allowable sign area.

Any building-mounted signs that do not front Highway 410, but rather have an entrance that opens directly to the outside of the building, shall be allowed one wall sign with the area of the sign based on the business's portion of the building frontage.

19.30.100 General Commercial, Central Commercial, and Industrial (GC, CC, LI) Zone Signs

Signs in the general commercial (GC), central commercial (CC) and industrial (LI) zones shall be limited as follows:

(1) Building-Mounted Signs. Building-mounted signs are allowed up to one and one-half square feet of sign surface area per lineal foot of building frontage or one-half square foot of sign surface area per lineal foot of lot frontage; however, the maximum area of all building-mounted signage shall not exceed 100 square feet of sign surface area per building.

The retail building elevation drawing shows 8 building-mounted signs of 8 square feet each, one building-mounted sign of 15 square feet, and one building-mounted sign of 28 square feet – a size and number of signs that, if actualized, would slightly exceed the square footage limits of BMC 19.30.100(1). The maximum area of all building-mounted signage shall not exceed 100 square feet of sign surface area per building. The proposal does not include plans for signage on buildings 6-10, other than building identification numbers and letters. It has not yet been determined whether building identification numbers and letters will be actual signs mounted to the building or rather just painted onto the buildings. Building mounted signs shall comply with requirements of BMC 19.30.100.

(2) Within retail or business complexes, individual tenants are allowed one building-mounted sign up to 60 square feet of sign surface area in size.

In the proposed multi-tenant building, individual tenants shall be limited to one building-

mounted sign up to 60 square feet of sign surface area in size, however total sign surface area on buildings shall not exceed the sign surface area limits of BMC 19.30.100(1).

- (3) Monument Signs. One, double-sided monument sign not exceeding 32 square feet of sign surface area is allowed for each street frontage of the lot; provided, corner lots with a street frontage of less than 100 feet on each street shall be allowed only one sign. However, corner lots that have street frontage on at least three sides are allowed a maximum of two monument signs.

Only one, double-sided monument sign is proposed. The proposed monument sign has a surface area of 32 square feet per side.

- (4) Multiple-tenant developments that have more than 300 feet of street frontage, or portion thereof, are allowed to have up to two monument signs. Such signs shall be separated from one another by a minimum of 150 feet, if located on the same street frontage.

Only one monument sign is proposed. Up to two monument signs are allowed, and if a second sign is installed it shall have to go through design review and shall be separated from the other monument sign by at least 150 feet. The City notes that this 150 foot separation may not be possible given the location of the proposed monument sign.

- (5) Projecting signs are allowed up to 12 square feet of sign surface area and shall be framed or bracketed with wrought-iron-style trim. Projecting signs shall conform to the general requirements of BMC [19.30.070](#)(9)(a) through (e).

No projecting signs are proposed.

- (6) On lots where more than one monument sign is allowed, the sign area allowed for individual signs may be combined; provided, the combined sign does not exceed 50 square feet of sign surface area.

If a future 2nd monument sign is proposed, the combined sign surface area shall not exceed 50 square feet.

- (7) Directional signs within multiple-tenant developments or business complexes shall not exceed three square feet of sign surface area.

No directional signs are proposed. Any future directional signs shall not exceed three feet of sign surface area.

- (8) The maximum height for single-tenant monument signs shall be eight feet and for multiple tenants 12 feet.

The proposed monument sign is approximately five feet high and meets maximum height requirements for a multiple tenant development.

- (9) Setback. Monument signs shall be placed no closer than five feet from the edge of the public right-of-way and not in a sight distance triangle. (Ord. 22-08 § 1 (Exh. A), 2008; Ord. 05-06 § 1, 2006).

The proposed monument sign shall be set back at least five feet from the edge of the public right of way and shall be located outside the sight triangle.

19.30.180 Maintenance of Signs

All signs and landscape, including signs heretofore installed, shall be constantly maintained in a state of security, safety, and repair. If any sign is found not to be so maintained or is insecurely fastened or otherwise dangerous as determined by the building official, it shall be the duty of the owner and/or occupant of the premises on which the sign is fastened to repair or remove the sign within five working days after receiving notice from the building official, unless removal is required sooner by the building official for public safety reasons. For damaged or disrepaired signs, it shall be the duty of the owner and/or occupant to repair or remove the sign within 30 calendar days. The premises surrounding a sign shall be free and clear of rubbish and the required landscaping area free of weeds. (Ord. 22-08 § 1 (Exh. A), 2008; Ord. 05-06 § 1, 2006).

All signs shall be maintained according to requirements of BMC 19.30.180.

III Highway 410 Development Guidelines

From **BMC 19.51**: The following proposed or existing structures and fixtures are subject to review under the Highway 410 design review criteria if they meet all of the following criteria:

- (1) The structure or fixture is not a single-family detached residential dwelling, unless said detached single-family residential dwelling is used for commercial purposes;
- (2) The fixture is not a sign which is otherwise regulated under Chapter 19.30 BMC;
- (3) The structure or fixture lies in the HC, GC, CC, LI, NMU and P zones or is used for commercial purposes; and
- (4) The structure is proposed for property which abuts Highway 410 or is adjacent to properties that abut Highway 410 and such property is also subject to review for purposes of this chapter, and these properties abut one another on a common border or point. (Ord. 22-08 § 1 (Exh. A), 2008; Ord. 08-07 § 3, 2007; Ord. 22-05 § 1, 2005; Ord. 24-95 § 4, 1995).

Structures and fixtures from this application meet criteria 1-4 from BMC 19.51 and are therefore subject to the Highway 410 design review criteria.

Each future building tenant shall be required to go through design review prior to any exterior modifications from the plans provided with this design review application.

4.2 Building Construction

Building and new development along Highway 410 should be designed to reflect and reinforce the rural character of the area. They should be reminiscent in form, material and detail of the traditional types of building in rural Pierce County, and particularly in Buckley Plateau. Traditional structures were primarily built here for the agricultural and timber industries, and they are straight-forward and functional in appearance.

The proposed storage and retail buildings have a primarily functional design, reminiscent in form, material and detail of traditional buildings in the Buckley Plateau.

4.2.1 Site Development:

Projects within the Highway 410 Review District shall be designed in compliance with all City of Buckley, Pierce County and Washington State planning and development requirements.

As conditioned, the proposed project is designed in compliance with City of Buckley, Pierce County and Washington State planning and development requirements.

In addition projects subject to review shall include:

- a. A landscape buffer in conformity with the requirements specified in **BMC 19.29** shall be installed along the Highway 410 frontage.

A landscape plan was approved as part of the site plan review and conditional use permit hearing for this development. The landscape buffer conforms with requirements specified in BMC 19.29. As conditioned through the site plan review and conditional use permit review, barrier buffers shall be provided in accordance with BMC 19.29.060(2). Approval was granted for the 10-foot barrier buffer reduction pursuant to BMC 19.29.060(2)(a). The applicant shall apply for a variance to the wood fence standard if

they choose to use a material other than wood. While the landscaping buffer is reduced, the building setback shall remain.

Visual relief buffers are provided directly in front of Building 6, facing SR 410 (see Attachment 8, Sheet L-1). However Buildings 7-10 do not have façade buffers due to the nature of the self-storage use. Building 1 façade and visual relief buffers are shown surrounding the building (see Attachment 8 sheet L-2), however above-ground (planter boxes, hanging baskets, box trees, etc.) relief buffers are not currently planned.

Landscaping design standards shall meet the requirements set forth in [BMC 19.29](#) and in Section III.G.5-8 of the site plan review and conditional use permit staff report.

- b. Off-street parking and landscaping within the parking area(s) shall conform to [BMC 19.28](#) and [BMC 19.29](#).

Off-street parking and landscaping within the parking area for this development was reviewed and approved as part of the site plan review and conditional use permit hearing for this development.

- c. Roadway frontage improvements shall be required and shall consist of those specified in the most recently adopted version of the City Buckley Development Guidelines and Public Works Standards.

Roadway frontage improvements were addressed through the site plan review and conditional use permit process for this development.

4.2.2 Scale and Form:

Projects shall relate to the scale and form of traditional agricultural and mill buildings. Traditional buildings often were added onto over the years. Farms and mills usually consisted of a cluster of similar buildings. New construction shall utilize these devices wherever possible to reduce the scale and apparent mass of larger projects.

The proposed buildings consist of a cluster of similarly sized and designed storage buildings. The building forms are simple and straightforward, and like the historic barns and mills of the Buckley Plateau, the proposed buildings are without unnecessary ornament and contain long horizontal lines and long, sloping roofs with tall ceilings.

- a. Long, uninterrupted buildings and developments are not acceptable. Modulation and/or variation of the building facade is required by shifting the elevation no less than four (4) feet every eighty (80) feet of building length.

The proposed storage Buildings 7-10 contain several elevations of at least four feet every 80 feet of building length. Proposed building #6 and the south portion of building #1 do not appear to meet this building elevation guideline.

- b. Individual buildings or developments shall not exceed 30,000 gross square feet in area.

All of the proposed buildings are less than 30,000 gross square feet in area, as noted in the "Project Data" box found on the drawings in Attachment 2.

- c. Individual buildings within overall developments shall be separated by no less than 25 feet of

landscape buffer space unless otherwise approved by the DRC. Covered walkways may connect across buffer spaces.

Buildings 7-10 meet the separation requirement. The structure of buildings 5 and 6 are separated by 25 feet, however there's a proposed connected "doghouse" structure extending from the south side of building 6, that houses the sprinkler riser and mechanical equipment, that cuts five feet into this separation. The south side of Building 1 is separated from Building 2 by only 24 feet.

- d. The architectural design of new projects shall take into consideration and respond to the scale and character of the rural landscape.

The proposed projects are of a scale and character similar to nearby buildings and which fit the character of the surrounding rural landscape.

- e. Overall architectural design shall be based on traditional agricultural and mill buildings.

The proposed building forms are simple and straightforward, and like the historic barns and mills of the Buckley plateau, the proposed buildings are without unnecessary ornament and contain long horizontal lines and long, sloping roofs with tall ceilings.

4.2.3 Architecture and Structure:

- a. Where visible from the exterior, wood truss and heavy-timber structural systems are recommended along with complimentary stone veneer(s).

Structural systems are primarily metal and concrete and thus do not appear to conform to this guideline.

- b. Buildings shall be no more than two stories and shall have sloping roofs with a minimum pitch of 6 in 12 unless otherwise specified by the DRC.

Proposed buildings are no more than two stories. Roofs are sloping and include pitch that includes both 6 in 12 and 2 in 12.

- c. Roof forms shall incorporate simple gables and sheds with generous overhangs.

The proposed roof forms have simple gables and sheds. However, most roofs do not have overhangs, and the few proposed overhangs appear quite small.

- d. Siding: Utilize horizontal beveled wood, wood shingle or vertical wood board and batten siding along with complimentary stone veneer(s) whenever possible. Where required by building code or for functional reasons, concrete and concrete masonry materials may be employed with approval of the DRC. In such cases concrete and concrete masonry shall be detailed to emulate traditional stone construction.

According to the applicant's contractor, the proposed siding consists of 24 gage galvanized metal siding panels, mostly 36" wide profiles and are installed horizontally or vertically, per elevations, for a varying aesthetic. For several buildings, siding on the non-metal, lower portion of the buildings consists of 8" concrete masonry units. The

two CMU types might be a mix of split-faced CMU on the lower portion of the siding with smooth-faced CMU above. However it might also be all smooth-faced.

- e. Roofing: Wood shingles or metal roofing shall be employed on all new construction unless otherwise approved by the DRC. Existing rural buildings have often replaced these materials with composition roofing, particularly patterns that reflect a wood shingle appearance may be acceptable for new projects.

The proposed roofing consists of 2" standing seam metal roof (16" wide profile). Steel "Z" girts with purlins will span the building sections.

- f. Doors: Wood doors shall be simple in shape, large openings may be detailed to resemble traditional barn doors intended to accommodate animals and machinery.

Proposed entry doors are swinging hinged doors (with full lite), designed as part of the aluminum storefront system. These aluminum storefront systems are in Building 1 only, and used only in the retail portion, and storage leasing office. Retail doors and frames are part of the aluminum storefront system. Person doors in the storage structures are opaque, insulated steel doors. The exterior self-storage unit doors are Janus roll-up steel doors.

- g. Windows: Windows shall be fixed, casement, awning or double hung, with a square or vertical orientation. Sliding windows are not acceptable. Wood or metal sash materials are acceptable. Break large areas of glass into smaller lights whenever possible. Newer, energy efficient, types may be considered by the DRC when constructed in a style that compliments the intent of these guidelines.

Proposed windows and entry systems are typical aluminum storefront assemblies. Frames are 2"x4.5", glazing are 1" units (1/4" glazing both sides with a 1/2" air gap). No windows are operable.

- h. Ornament: Ornament shall be minimized to reflect the utilitarian nature of the buildings. Achieve architectural interest through structural elements such as gable brackets, stone veneer, post and beams. Stress craftsmanship and the detailing of ventilators, corner boards.

The proposed design consists of minimal ornamentation. The only ornamentation identified by the applicant consists of 3' awnings that are strategically placed to emulate a rural commercial retail building.

4.2.4 Color:

Colors should generally be muted, earth tones and simple painting schemes as were typically used in these traditional buildings. Color schemes employing many colors or particularly bright colors shall be avoided. Natural, unpainted wood with a clear sealer, or wood painted grey, dull red or green are example of acceptable color palate.

Colors should be selected to emphasize building form and highlight major features. The use of brightly colored or glossy building materials such as metal or tile siding are not acceptable.

Building colors are all muted and earth tones including bronze, cool dark bronze, and charcoal gray. The CMU color is a natural gray which is significantly lighter than the

charcoal gray. Monument sign colors are primarily charcoal gray and light gray, however the word “Storage” on the proposed sign is yellow.

4.3 Unifying Elements

4.3.1 Signage:

Allowable signs in the Highway 410 district shall be governed by the requirements of [BMC 19.30](#) and are divided into two types:

- a. Monument Ground Signs identifying a building or complex. These are large, direct signs that can be identified and understood at highway speeds from some distance away. The goal of this signage is to communicate a simple message clearly and in a manner that does not detract from the landscaped development of the highway.

One monument ground sign proposed which identifies the name of the storage complex. This sign is at the maximum size allowed and can be clearly viewed at the speed of cars traveling along SR 410.

- b. Signs attached to a building that identifies the tenants and activities at a pedestrian oriented scale. These signs serve a similar purpose to the signage along downtown and shall be similar in design.

The proposed building-mounted signs are designed at a pedestrian oriented scale; they range between 8-24 square feet, although specific sign designs will be proposed by individual tenants – each of which will need to go through design review.

4.3.2 Monument Ground Signs:

Signs identifying individual business buildings or multiple tenant complexes shall be coordinated with the City of Buckley's streetscapes concepts for the Highway 410 frontage.

- a. All such signs shall fall within the required landscape buffer along Highway 410.

The proposed monument ground sign appears to be and shall be located within the required landscape buffer along Highway 410.

- b. Sign body construction shall of concrete, wood or metal set on a concrete stone, or masonry foundation or base.

The proposed monument ground sign consists primarily of an acrylic face set on an iron frame. The sign is set on a gray CMU concrete base.

4.3.3 Building Mounted Signs:

- a. Wall signs may be flush with or projecting from the building face.

The proposed building-mounted signs shall be flush or project from the building face.

- b. Projecting signs may not extend more than four (4) feet from the building.

No projecting signs are included in this project proposal.

IV Conclusion and Recommendation

City staff recommends the conditional approval of the design for signs and buildings #1, 6, and 7-10. Conditions are outlined below.

1. Any future signs shall be on-premises signs.

2. The applicant shall be required to comply with the building code prior to receiving a sign permit.

3. All structural, building and architectural plans shall be reviewed by the Building Department.

4. All signs shall be maintained pursuant to [BMC 19.30.170](#) and [19.30.180](#).

5. Sign landscaping shall comply with sign design guideline #6 and [BMC 17.08](#).

6. All proposed signs shall be inspected by the Building Department pursuant to [BCM 19.30.170](#).

7. The proposed monument sign shall be set back at least five feet from the edge of the property line and public right of way.

8. The proposed monument sign shall be located outside the sight triangle.

9. Any proposed signs shall be situated in a manner so as not to adversely affect safety or corner vision.

10. Light from signs shall not blink, fluctuate or move.

11. Light from the signs shall only illuminate sign letters and shall not spill over the property lines in any direction except by indirect reflection.

12. Wall signs shall not extend above the highest exterior wall upon which the sign is located.

13. Signs shall not cause a visual or physical obstruction to a public right-of-way or pedestrian way.

14. The proposed monument ground sign and any building-mounted signs fronting Highway 410 shall be located on and face upon the street frontage that determined the allowable sign area.

15. Any building-mounted signs that do not front Highway 410, but rather have an entrance that opens directly to the outside of the building, shall be allowed one wall sign with the area of the sign based on the business's portion of the building frontage.

16. The maximum area of all building-mounted signage shall not exceed 100 square feet of sign surface area per building.

17. Future building mounted signs shall comply with requirements of [BMC 19.30.100](#).

18. Individual tenants shall be limited to one building-mounted sign up to 60 square feet of sign surface area in size.

19. If a future 2nd monument sign is proposed, the combined sign surface area shall not exceed 50 square feet.

20. Any future second monument sign shall have to go through design review and shall be separated from the other monument sign by at least 150 feet.

21. Any future directional signs shall not exceed three feet of sign surface area.

22. Each future building tenant shall be required to go through design review prior to any exterior modifications from the plans provided with this design review application.

23. As conditioned though the site plan review and conditional use permit review, barrier buffers shall be provided in accordance with [BMC 19.29.060\(2\)](#).

24. The applicant shall apply for a variance to the wood fence standard if they choose to use a material other than wood. While the landscaping buffer is reduced, the building setback shall remain.

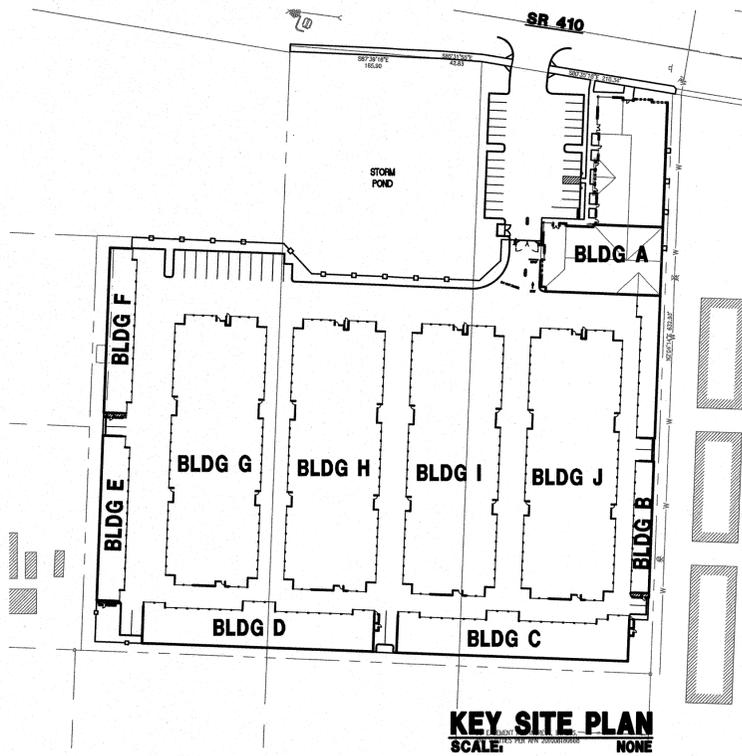
25. Landscaping design standards shall meet the requirements set forth in [BMC 19.29](#) and in Section III.G.5-8 of the site plan review and conditional use permit staff report.

26. The proposed monument ground sign shall be located within the required landscape buffer along Highway 410.

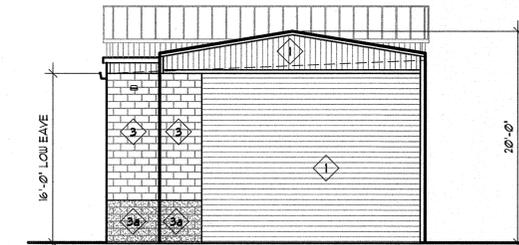
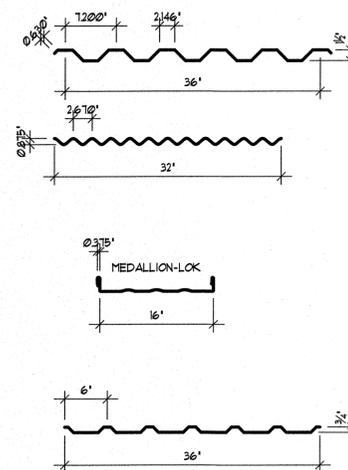
27. The proposed building-mounted signs shall be flush or project from the building face.

V Attachments

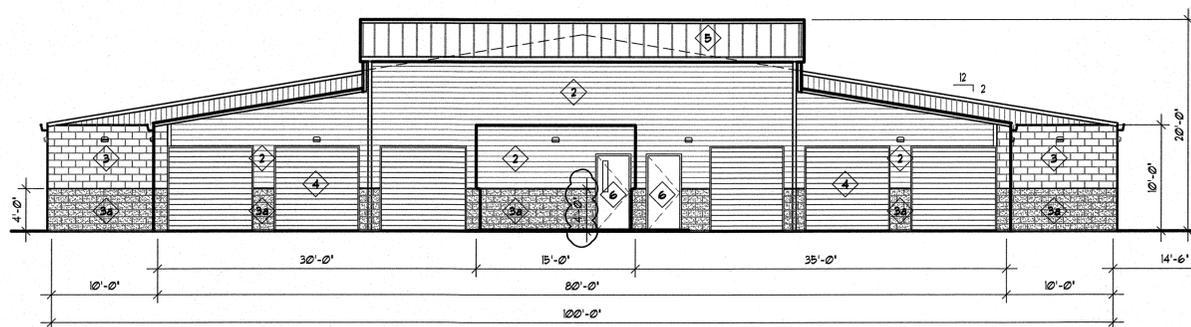
- 1) Design Review Application**
- 2) Site Plan & Elevations**
- 3) Building #6 Elevations**
- 4) Monument Sign Drawing**
- 5) Building Color Details**
- 6) Exterior Finish Details**
- 7) Example Storage Building Renderings**
- 8) Landscape Plan**



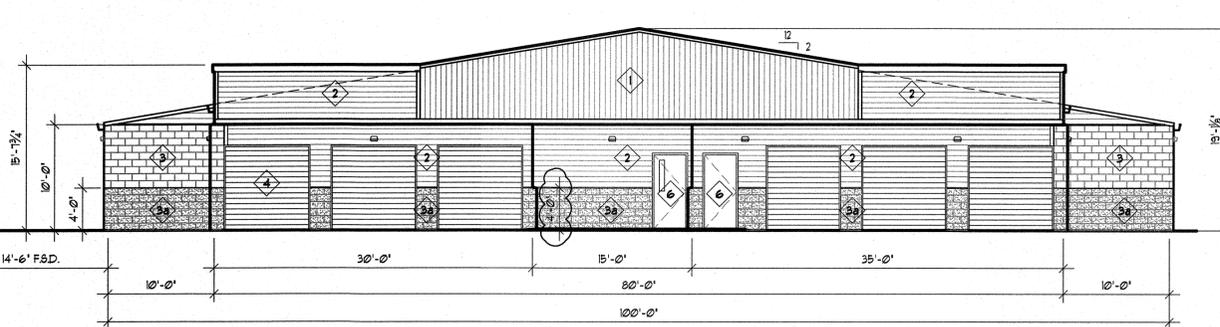
EXTERIOR FINISH LEGEND		
DESCRIPTION	MANUFAC	COLOR
1 24 GAUGE GALVANIZED "MEGA-RIB" SIDING VERTICAL INSTALLATION	McELROY METAL	TO MATCH MCCI CHARCOAL GRAY
2 24 GAUGE GALVANIZED "MULTI-COR" PANEL HORIZONTAL INSTALLATION	McELROY METAL	TO MATCH MCCI CHARCOAL GRAY
3 CMU, SMOOTH		NATURAL (GRAY)
3a CMU, SPLIT-FACE		NATURAL (GRAY)
4 METAL ROLL-UP DOORS, TYP.	JANUS	BRONZE
5 24 GAUGE GALVANIZED STANDING SEAM METAL ROOFING, 16" COVERAGE (STRIPED)	McELROY METAL	DURATECH 500 ZINC-ALUME
6 INSULATED HM DOORFRAME, VISION PANEL PER ELEVATIONS		DARK BRONZE
7 DARK BRONZE ALUMINUM STOREFRONT		DARK BRONZE
8 24 GAUGE GALVANIZED U-PANEL VERTICAL INSTALLATION, UNLESS NOTED OTHERWISE (W/O.)	McELROY METAL	DARK BRONZE
9 McELROY PANEL BANDING	McELROY METAL	PATRICIAN BRONZE
PARAFET/COPING/TRIM	McELROY METAL	PATRICIAN BRONZE



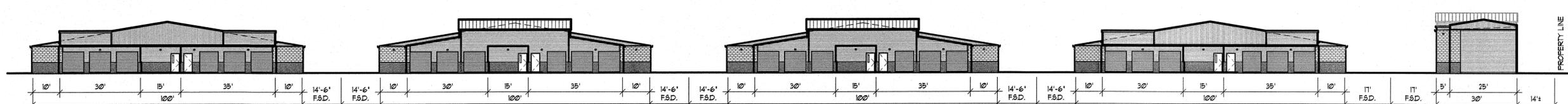
**BUILDING F
VIEW FROM SR410
NORTH ELEVATION**
SCALE: 1/8" = 1'-0"



**BUILDINGS H and I
VIEW FROM SR410
NORTH ELEVATION**
SCALE: 1/8" = 1'-0"



**BUILDINGS G and J
VIEW FROM SR410
NORTH ELEVATION**
SCALE: 1/8" = 1'-0"



**STORAGE BUILDINGS
VIEW FROM SR410
NORTH ELEVATION**
SCALE: 20' = 1'-0"

REVISIONS
1-8-20 Rev per Owner

NEW CONSTRUCTION
BUCKLEY STORAGE DESIGN REVIEW
PACIFIC STORAGE PARTNERS, LLC
APN: 5665000320
BUCKLEY, WA 98321

2051 REGISTERED ARCHITECT
ALAN C. KEIMIG
STATE OF WASHINGTON
1/8/2020

307 D STREET SE
AUBURN, WASHINGTON 98002
PHONE: 253.939.3232
THE KEIMIG ASSOCIATES

**ARCHITECTS
PLANNERS**

JOB NUMBER:
18-16

DATE 12-18-19

SHT A-3.2

5 OF 5

CITY COUNCIL AGENDA BILL

City of Buckley
PO Box 1960
Buckley, WA 98321

ITEM INFORMATION			
SUBJECT:		Agenda Date: January 28, 2020 AB20-016	
Discussion Only – Possible Sale of Buckley Feed Store	Department/Committee/Individual	Created	Reviewed
	Mayor Pat Johnson		X
	City Administrator – Dave Schmidt		X
	City Attorney – Phil Olbrechts		X
	City Engineer – Dominic Miller		
	City Clerk – Treva Percival	X	X
	Finance Dept – Sandra Groshong		
	Building Official – Mike Deadmond		
	Fire Dept – Chief Predmore		
	Parks & Rec Dept – Kevin Caviezel		
	Planning Dept – Leticia Wallgren		
	Police Dept – Chief Arsanto		
	Municipal Court – Jessica Cash		
	PW/Utilities – Chris Banks		
Attachments:			
SUMMARY STATEMENT: Discussion surrounding whether or not the Council is interested in considering the offer to purchase the Buckley Feed Store. Consideration of the offer and whether or not to sale must be conducted in open session. Should the Council decide to consider the offer then discussion of the actual value or sale price will be conducted in executive session.			
COMMITTEE REVIEW AND RECOMMENDATION: N/A			
RECOMMENDED ACTION: Discussion Only.			
RECORD OF COUNCIL ACTION			
<i>Meeting Date</i>	<i>Action</i>	<i>Vote</i>	

D. CONSENT AGENDA

**City Council
January 14, 2020**

Mayor Johnson called the regularly scheduled meeting to order at 7:00 PM.

Upon roll call the following members were present: Bender, Smith, Rose, Wilbanks, Sundstrom, and Burbank. Also present were City Administrator Schmidt, Police Chief Arsanto, Asst. Police Chief Northam, Officer Fetter, Officer Garrett, Officer Vanhoof, City Planner Wallgren, Associate Planner Lewis, Police Records Clerk VanWieringen, Asst. Police Records Clerk Burkett, and City Clerk Percival.

Mayor Johnson asked if there were any other additions, deletions, or changes to the agenda.

Mayor Johnson swore in new Police Officer Bennon Vanhoof.

Council member Smith moved to approve the Amended agenda as presented. Council member Rose seconded the motion. Motion carried.

CITIZEN PARTICIPATION

None.

STAFF REPORTS

City Administrator Schmidt stated that the City has received a request from Crystal Mountain to place a highway message board along Highway 410 in Buckley to let folks know that they are at capacity for the day.

Council member Wilbanks moved to allow Crystal Mountain to place a reader board along Highway 410 to announce that the parking lot is closed. Council member Bender seconded the motion. Motion carried.

MAIN AGENDA

Resolution No. 20-01 Amending Personnel Policy – Revision #21

Council member Wilbanks moved to Approve Resolution No. 20-01 Amending Personnel Policy & Procedures Manual, Revision #21. Council member Smith seconded the motion. Motion carried.

The Blueline Group LLC Consultant Agreement

Council member Smith moved to Approve the Consultant Services Contract between the City of Buckley and Blueline Group LLC Consultants. Council member seconded the motion. Motion carried.

Supplement 2 for Design Phase – Cedar Street Improvements

Council member Smith moved to Approve the Consultant Agreement Supplement #2 for Design Phase of the Cedar Street Improvements. Council member Wilbanks seconded the motion. Motion carried.

Engineering Services Proposal for Design and Construction Management of 2020 Utilities Project

Council member Wilbanks moved to Approve the Engineering Services Proposal for Design and Construction Management of the 2020 Utilities Project. Council member Smith seconded the motion. Motion carried.

Interagency Agreement – Washington State Traffic Safety Commission

Council member Wilbanks moved to Approve the Interagency Agreement with the Washington State Traffic Safety Commission. Council member Smith seconded the motion. Motion carried.

Rejection of Short-Term Telemetry Improvement Bids

Council member Smith moved to Reject all Bids Received for the Short-Term Telemetry Improvement Project. Council member Bender seconded the motion. Motion carried.

Design Review Amendment – Stevenson Properties

Council member Smith moved to Approve the Amendment of the Design Review, as Conditioned, for Stevenson Properties. Council member Rose seconded the motion. Motion carried.

Declaring City Council Seat Vacancy and Approval of Vacancy Advertisement

Council member Smith moved to Declare Council Position #7 as Vacant and Direct City Staff to begin the Council member Appointment Process per the Adopted Policy. Council member Wilbanks seconded the motion. Motion carried.

CONSENT AGENDA

Council Member Smith moved to approve the Consent Agenda. Council member Wilbanks seconded the motion. Motion carried.

Approve Minutes of November 12, 2019, Council Meeting
Approve Minutes of November 26, 2019, Council Meeting
Approve Minutes of December 10, 2019, Council Meeting

Claim check numbers 60730 through 60836 in the amount of \$477,398.44 for the period of November 27, 2019, through December 10, 2019, are hereby approved and ordered paid this 14th day of January 2020.

COMMITTEE REPORTS

Mayor's Report:

Mayor Johnson reported that she had been contacted by Congresswoman Schrier's office regarding holding a town hall in Buckley. The event will be on Saturday, January 25th from 11:15 am – 12:15 pm at the Multi-Purpose Center.

Appointment of Mayor Pro Tem

Mayor Johnson stated that she has always made a recommendation for Mayor Pro Tem and then it is the Council's decision to confirm her decision or choose their own. She has spoken with Council member Smith and he is interested in serving in this position.

Council member Sundstrom moved to appoint Council member Smith as Mayor Pro Tem. Council member Bender seconded the motion. Motion carried.

Council Standing Committee Appointments (temporary)

Mayor Johnson stated that her recommendations for Council Committees are temporary at this time until we have a full Council. At this time, she is recommending the following:

Admin/Finance/Public Safety: Council members Smith, Burbank, and Rose

Transportation & Utilities: Council members Wilbanks, Smith, and Sundstrom

Community Services: Council members Bender and Rose

Council member Smith moved to accept the temporary Committees as presented. Council member Wilbanks seconded the motion. Motion carried.

Renew Mark McPhail Appointment to Planning Commission

Council member Wilbanks moved to reappoint Mark McPhail to the Planning Commission. Council member Smith seconded the motion. Motion carried.

Council Member Comments & Good of the Order:

Council member Smith wanted to share his thanks and appreciation to the Public Works department for the great job clearing the streets from the snow.

Council member Wilbanks moved to adjourn. Council member Smith seconded the motion. Motion carried.

With nothing further the meeting was adjourned at 7:58 PM.

Mayor

City Administrator

Prepared by: Treva Percival, City Clerk

DRAFT

E. COMMITTEE REPORTS