

AGENDA

**DES MOINES CITY COUNCIL
REGULAR MEETING
City Council Chambers
21630 11th Avenue S, Des Moines, Washington**

June 16, 2016 – 7:00 p.m.

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

CORRESPONDENCE

COMMENTS FROM THE PUBLIC

EXECUTIVE SESSION

BOARD AND COMMITTEE REPORTS/COUNCILMEMBER COMMENTS

PRESIDING OFFICER'S REPORT

ADMINISTRATION REPORT

CONSENT AGENDA

Page 1 Item 1: APPROVAL OF MINUTES
Motion is to approve minutes from the May 12, 2016 regular City Council meeting.

NEW BUSINESS

Item 1: LOCAL GOVERNMENT 101, PART 9: PLANNING, BUILDING AND PUBLIC WORKS
Staff Presentation: Planning, Building and Public Works Director
Dan Brewer

NEXT MEETING DATE

June 23, 2016 Regular City Council Meeting

ADJOURNMENT

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MINUTES

**DES MOINES CITY COUNCIL
STUDY SESSION
City Council Chambers
21630 11th Avenue South, Des Moines**

May 12, 2016 – 7:00 p.m.

CALL TO ORDER

Mayor Pina called the meeting to order at 7:01 p.m.

PLEDGE OF ALLEGIANCE

The flag salute was led by Mayor Pina.

ROLL CALL

Council present: Mayor Matt Pina; Mayor Pro Tem Vic Pennington; Councilmembers Melissa Musser, Jeremy Nutting, Luisa Bangs, Robert K. Back and Dave Kaplan.

Staff present: City Manager Tony Piasecki; Assistant City Attorney Tim George; Assistant City Manager/Economic Development Director Michael Matthias; Police Chief George Delgado; Planning, Building and Public Works Director Dan Brewer; Parks, Recreation & Senior Services Director Patrice Thorell; Transportation & Engineering Services Manager Brandon Carver; Community Development Manager Denise Lathrop; Management Consultant Grant Fredricks; Marina Maintenance Manager Scott Wilkins; City Clerk Bonnie Wilkins.

CORRESPONDENCE

- There were no correspondences.

COMMENTS FROM THE PUBLIC

- Sylvia Fuersteberg, 1000 Auburn Way S; Auburn Youth Resources.
- Rebecca Bowie, 1000 Auburn Way S; Auburn Youth Resources.
- Ishbel Dickens; PO Box 22346; Pine Terrace Mobile Home Park.
- Irma Gonzalez; Pine Terrace/Puget View Mobile Home Park.
- Carmen Arauyo; Pine Terrace/Puget View Mobile Home Park.
- Don Carmignani; Destruction of Wesley Gardens.
- Susan Goegebuer, 20903 9th Avenue S; Destination Des Moines.
- Rick Johnson; 28624 Redondo Beach Drive; Wooton Park.
- Bill Linscott; 22535 6th Avenue S; South Sound Opening.
- Veronica Gardono; Pine Terrace/Puget View Mobile Home Park.
- Maria Alicia Lopez; Pine Terrace/Puget View Mobile Home Park.
- Alejandro Lopez; Pine Terrace/Puget View Mobile Home Park.
- Rosa Gonzalez; Pine Terrace/Puget View Mobile Home Park.
- Julianna Sanchez; Pine Terrace/Puget View Mobile Home Park.
- Harry Steinmetz, 917 S 258th Place; Technological projections.
- Jackie O'Donnell; Manager of Pine Terrace/Puget View Mobile Home Park.

BOARD AND COMMITTEE REPORTS/COUNCILMEMBER COMMENTS

Mayor Pro Tem Pennington

- Ad Hoc City Manager Search Committee meeting.
- Public Safety & Transportation Committee meeting.
- Finance & Economic Development Committee meeting.
- Thanked the Community for attending the meeting.

Councilmember Kaplan

- Thanked the Community for attending the meeting.
- Ad Hoc City Manager Search Committee meeting:
 - o Executive Session June 7th.
 - o Received 21 applications so far.
 - o Cut-off May 23rd.
- Public Safety & Transportation Committee meeting.

Councilmember Back

- No report.
- Thanked the Community for attending the meeting.

Councilmember Bangs

- Public Safety & Transportation Committee meeting:
 - o Red Light Automated Enforcement.
 - o Transportation Improvement Plan.
 - o CIP Updates.
 - o Code Enforcement Update:
 - Log complaints/concerns on the City's web-site under Permit Trax.
 - o Renaming of 19th Avenue S to Rainier Drive S.
- Arts Commission Meeting.

Councilmember Nutting

- Finance & Economic Development Committee meeting:
 - o School Impact Fees.
 - o Development map on web site.
- Des Moines Yacht Club Opening Boating Season.
- Samoan Arts High School Dance Competition:
 - o May 14th @ 3:00 p.m. at Mt. Rainier High School.
- Legacy Night Cancelled.

Councilmember Musser

- Thanked the Community for attending the meeting.
- National Peace Officer's Memorial Day:
 - o Extend gratitude and thanks to the Des Moines Police force.
- Des Moines Police Foundation.

PRESIDING OFFICER'S REPORT

- Des Moines Police Foundation.
- Thanked Police Chief Delgado for interpreting for those who spoke at public comment.
- Utility Franchise Agreement Ad Hoc Committee meeting.
- Ad Hoc City Manager Search Committee meeting.
- South Sound Opening Boating Season.
- Employee of the Quarter Recognition:
 - o Janet Best.
- Judson Park Resident Foundation Pancake Breakfast.
 - o June 4th.
- Photography Show, *Harmony and Diversity*, displayed at the Des Moines Theater.
- Free Roof Giveaway.

ADMINISTRATION REPORT

- Re-location of the Pine Terrace/Puget View Mobile Home Park.
- Parks, Recreation & Senior Services Director Thorell introduced members from the Arts Commission:
 - o Arts Commission Annual Report.
- Chief Delgado briefed Council on the “uptick” of recent crime.

CONSENT AGENDA

City Clerk Wilkins mentioned a scrivener's error on the April 28, 2016 regular City Council minutes.

Item 1: **APPROVAL OF MINUTES**

Motion is to approve the minutes from the April 7, 14 and 28, 2016 regular City Council meetings and the minutes from the April 14, 2016 City Council Executive Session.

Item 2: **APPROVAL OF VOUCHERS**

Motion is to approve for payment vouchers and payroll transfer through April 20, 2016 included in the attached list and further described as follows:

Total A/P Checks/Vouchers	#146656-146767	\$ 407,396.45
Electronic Wire Transfers	#700-707	\$ 312,252.80
Payroll Checks	#18788-18793	\$ 4,840.63
Payroll Direct Deposit	#180001-180162	\$ 288,568.34
Total Certified Wire Transfers, Voids, A/P and Payroll Vouchers:		\$1,013,058.22

Item 3: **MUSIC4LIFE PROCLAMATION**

Motion is to approve the Proclamation recognizing June as Music4Life.

Item 4: **DRAFT RESOLUTION NO. 16-056 SETTING PUBLIC HEARING TO CONSIDER DRAFT ORDINANCE 16-056 RENAMING A PORTION OF 19TH AVENUE SOUTH TO RAINIER DRIVE S**

Motion is to adopt Draft Resolution No. 16-056 setting a public hearing on July 7, 2016, or as soon thereafter as the matter may be heard, to consider Draft Ordinance No. 16-056 renaming a portion of 19th Avenue South to Rainier Drive South.

- Item 5: DRAFT RESOLUTION NO. 16-023 SETTING PUBLIC HEARING TO CONSIDER DRAFT ORDINANCE 16-023 AMENDING CHAPTERS 18.01, 18.10, 18.15, 18.20, 18.52, 18.55, 18.105, 18.190, 18.195, 18.200 and 18.210 DMMC TO CORRECT OMISSIONS, ERRORS, INCONSISTENCIES AND TO CLARIFY CITY COUNCIL INTENT
Motion is to adopt Draft Resolution No. 16-023 setting a public hearing on July 7, 2016, or as soon thereafter as the matter may be heard, to consider Draft Ordinance No. 16-023 amending Chapters 18.01, 18.10, 18.15, 18.20, 18.52, 18.55, 18.105, 18.190, 18.195, 18.200 and 18.210 DMMC to correct omissions, errors, inconsistencies and to clarify City Council intent.
- Item 6: MARINA SHORT PLAT-LUA08-025
Motion is to approve LUA08-025 which creates a four-lot short plat in the Marina and the adjacent tidelands, and authorize the City Manager to sign the short plat documents on behalf of the City.
- Item 7: SUN HOME LODGE GRANT REQUESTS
Motion is to authorize the City Manager to submit grant applications to the Washington Heritage Capital Grant Fund in the amount of up to \$500,000 and to King County 4Culture in the amount of \$30,000 for the Des Moines Beach Park Sun Home Lodge Renovation Project.
- Item 8: AGREEMENTS WITH HIGHLINE WATER DISTRICT AND PUGET SOUND ENERGY FOR THE 268TH STREET SIDEWALK IMPROVEMENTS
Motion 1 is to approve the Agreement between the City of Des Moines and Highline Water District regarding asphalt restoration for the 268th Street Sidewalk Project, and further authorize the City Manager to sign the Agreement, substantially in the form as submitted.
- Motion 2 is to approve the Agreement between the City of Des Moines and Puget Sound Energy (PSE) regarding asphalt restoration for the 268th Street Sidewalk Project, and further authorize the City Manager to sign the Agreement, substantially in the form as submitted.

Direction/Action

Motion made by Councilmember Musser to approve the amended Consent Agenda; seconded by Councilmember Bangs.

Councilmember Kaplan pulled Consent Agenda Item #7.
Councilmember Back pulled Consent Agenda Item #5.

The remainder of the consent agenda passed 7-0.

Direction/Action

Motion made by Councilmember Kaplan to adopt Draft Resolution No. 16-023 setting a public hearing on July 7, 2016, or as soon thereafter as the matter may be heard, to consider Draft Ordinance No. 16-023 amending Chapters 18.01, 18.10, 18.15, 18.20, 18.52, 18.55, 18.105, 18.190, 18.195, 18.200 and 18.210 DMMC to correct omissions, errors, inconsistencies and to clarify City Council intent; seconded by Councilmember Back.
The motion passed 7-0.

Direction/Action

Motion made by Councilmember Musser to authorize the City Manager to submit grant applications to the Washington Heritage Capital Grant Fund in the amount of up to \$500,000 and to King County 4Culture in the amount of \$30,000 for the Des Moines Beach Park Sun Home Lodge Renovation Project; seconded by Councilmember Bangs.
The motion passed 6-1.

For: Mayor Pina; Mayor Pro Tem Pennington; Councilmembers Musser, Nutting, Bangs and Back.

Against: Councilmember Kaplan.

Mayor Pina read the Music 4Life Proclamation into the record.

PUBLIC HEARING

Item 1:

DRAFT ORDINANCE NO. 15-147 RELATING TO THE UPDATE TO CITY OF DES MOINES ENVIRONMENTALLY CRITICAL AREA REGULATIONS
Staff Presentation: Community Development Manager
Denise Lathrop

Mayor Pina opened the public hearing at 9:21 p.m.

Community Development Manager Lathrop gave a power point presentation to Council. Stan May, with AHBL also answered questions from Council.

Mayor Pina called 3 times if anyone wished to speak; seeing none he asked Council if they had any questions.

Mayor Pina closed the public hearing at 9:33 p.m.

Direction/Action

Motion made by Councilmember Kaplan to suspend Rule 26(a) in order to enact Draft Ordinance No. 16-048 on first reading; seconded by Councilmember Musser.
The motion passed 7-0.

Motion made by Councilmember Kaplan to enact Draft Ordinance No. 15-147 amending chapter 16.10 DMMC to add definitions and update document references, wetland habitat scores, and wetlands mitigation requirements, and amending chapter 16.20 DMMC to add an errata sheet, and finding that the revised development regulations meet the statutory requirements of RCW 36.70A.130, RCW 36.70A.170 and RCW 36.70A.172; seconded by Councilmember Musser.
The motion passed 7-0.

Mayor Pina read Draft Ordinance No. 15-147 into the record.

Item 2: DRAFT ORDINANCE NO. 15-206 RELATING TO THE SITING OF ESSENTIAL PUBLIC FACILITIES (EPFs)
Staff Presentation: Community Development Manager
Denise Lathrop

Mayor Pina opened the public hearing at 9:37 p.m.

Community Development Manager Lathrop gave a power point presentation.

Direction/Action

Motion made by Councilmember Kaplan to extend the Council meeting to 10:20 p.m.; seconded by Mayor Pro Tem Pennington.
The motion passed 7-0.

Mayor Pina asked if anyone wished to speak:

- Harry Steinmetz, 917 S 258th Place; Questions on the type of facility and buffer zones.
- Candace Urquhart, 25665 Marine View Drive S; Essential public facilities within 1,000 feet of each other.

Mayor Pina asked 3 times if anyone else wished to speak; seeing none, Mayor Pina asked Council if they had any questions.

Direction/Action

Motion made by Mayor Pina to extend the Council meeting to 10:30 p.m.; seconded by Councilmember Kaplan.
The motion passed 7-0.

Mayor Pina closed the public hearing at 10:20 p.m.

Direction/Action

Motion made by Councilmember Musser to pass Draft Ordinance No. 15-206 to a second reading on a date to be decided or as soon as the matter may be heard; seconded by Councilmember Kaplan.
The motion passed 7-0.

NEXT MEETING DATE

May 26, 2016 Regular City Council Meeting

ADJOURNMENT

Motion made by Councilmember Kaplan to adjourn; seconded by Mayor Pro Tem Pennington.
The motion passed 7-0.

The meeting was adjourned at 10:22 p.m.

Respectfully Submitted,
Bonnie Wilkins, CMC
City Clerk

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City Government 101

PLANNING, BUILDING, & PUBLIC WORKS

Part 9a: Community Development

Department History

2005 Merger

- **2 Department into 1**
- **Community Development**
 - *Planning*
 - *Building*
 - *Code Enforcement*
- **Public Works**
 - *Engineering Services*
 - *SWM Utility*
 - *Maintenance*
- **PBPW**



Department History

2005 Merger

- 2 Department into 1
- Community Development
 - *Planning*
 - *Building*
 - *Code Enforcement*
- Public Works
 - *Engineering Services*
 - *SWM Utility*
 - *Maintenance*
- PBPW – not PB&J



Department Organization

Planning, Building and Public Works Director

Administrative Assistance

GIS Administrator

Community Development Manager

Transportation & Engineering Services Manager

Capital Program Project Manager

Surface Water & Environmental Engineering Manager

Public Works & Parks Maintenance Superintendent

PLANNING
Senior Planner

PERMIT CENTER
Permit Coordinators (2 FTE)

BUILDING
Building Official

CODE ENFORCEMENT
CE Officer (Eliminated 2016)

Associate Transportation Engineer

Civil Engineer 1

FLEET
Mechanic

SWM
Senior Maintenance Worker/Lead

STREETS
Senior Maintenance Worker/Lead

PARKS
Senior Maintenance Worker/Lead

FACILITIES
Senior Maintenance Worker/Lead

Land Use Planner 2

Community Development Assistant

Assistant Building Official/
Electrical Inspector

Civil Engineer 2

Contracted Services:
On-Call Consultants
Contractors
Interlocal Agreements

Engineering Tech 1 (2 FTE)

Assistant Mechanic/
Maintenance Worker (0.4 FTE)

Maintenance Worker (5 FTE)

Maintenance Worker (2 FTE)

Maintenance Worker (2 FTE)

Contracted Services:
Custodial Services

Contracted Services:
On-Call Consultants

Building Inspector (2 FTE)

Civil Engineer 1

Right of Way & Construction Inspector

Engineering Aide

Assistant Mechanic/
Maintenance Worker (0.6 FTE)

Traffic Control Specialist

Seasonal Maintenance Workers (1 FTE)

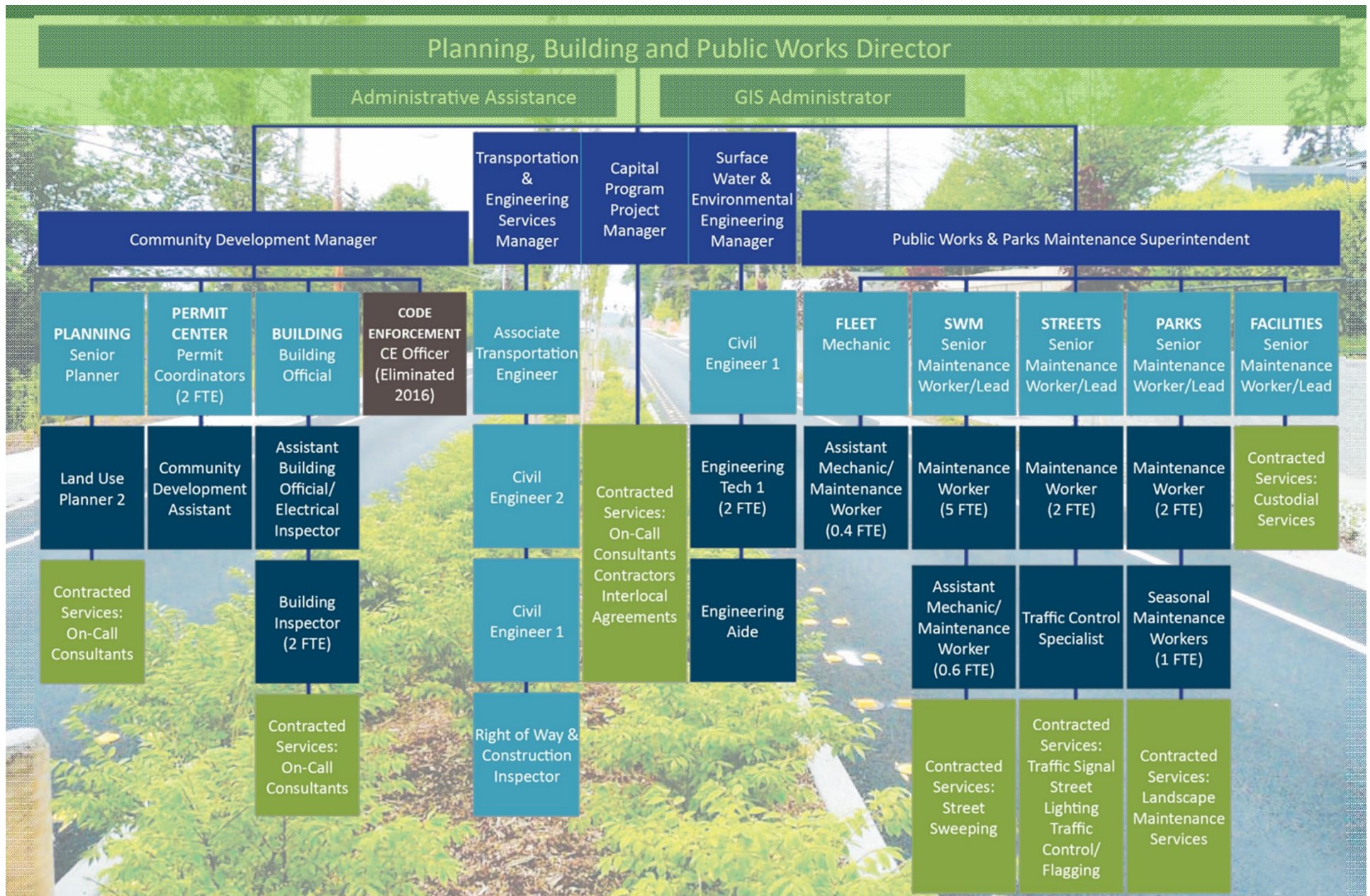
Contracted Services:
On-Call Consultants

Contracted Services:
Street Sweeping

Contracted Services:
Traffic Signal
Street Lighting
Traffic Control/
Flagging

Contracted Services:
Landscape Maintenance Services

Department Organization



Department Organization

Planning, Building and Public Works Director

Administrative Assistance

GIS Administrator

Community Development Manager

PLANNING
Senior
Planner

**PERMIT
CENTER**
Permit
Coordinators
(2 FTE)

BUILDING
Building
Official

**CODE
ENFORCEMENT**
CE Officer
(Eliminated
2016)

Land Use
Planner 2

Community
Development
Assistant

Assistant
Building
Official/
Electrical
Inspector

Contracted
Services:
On-Call
Consultants

Building
Inspector
(2 FTE)

Contracted
Services:
On-Call
Consultants

Transportation
&
Engineering
Services
Manager

Capital
Program
Project
Manager

Surface
Water &
Environmental
Engineering
Manager

Associate
Transportation
Engineer

Civil
Engineer 2

Civil
Engineer 1

Right of Way &
Construction
Inspector

Contracted
Services:
On-Call
Consultants
Interlocal
Agreements

Civil
Engineer 1

Engineering
Tech 1
(2 FTE)

Engineering
Aide

Public Works & Parks Maintenance Superintendent

FLEET
Mechanic

Assistant
Mechanic/
Maintenance
Worker
(0.4 FTE)

Assistant
Mechanic/
Maintenance
Worker
(0.6 FTE)

Contracted
Services:
Street
Sweeping

SWM
Senior
Maintenance
Worker/Lead

Maintenance
Worker
(5 FTE)

Traffic Control
Specialist

Contracted
Services:
Traffic Signal
Street
Lighting
Traffic
Control/
Flagging

STREETS
Senior
Maintenance
Worker/Lead

Maintenance
Worker
(2 FTE)

Seasonal
Maintenance
Workers
(1 FTE)

Contracted
Services:
Landscape
Maintenance
Services

PARKS
Senior
Maintenance
Worker/Lead

Maintenance
Worker
(2 FTE)

FACILITIES
Senior
Maintenance
Worker/Lead

Contracted
Services:
Custodial
Services

Department Organization

Planning, Building and Public Works Director

Administrative Assistance

GIS Administrator

Community Development Manager

Transportation & Engineering Services Manager

Capital Program Project Manager

Surface Water & Environmental Engineering Manager

Public Works & Parks Maintenance Superintendent

PLANNING
Senior Planner

PERMIT CENTER
Permit Coordinators
(2 FTE)

BUILDING
Building Official

CODE ENFORCEMENT
CE Officer
(Eliminated 2016)

Associate Transportation Engineer

Civil Engineer 1

FLEET
Mechanic

SWM
Senior Maintenance Worker/Lead

STREETS
Senior Maintenance Worker/Lead

PARKS
Senior Maintenance Worker/Lead

FACILITIES
Senior Maintenance Worker/Lead

Land Use Planner 2

Community Development Assistant

Assistant Building Official/
Electrical Inspector

Civil Engineer 2

Contracted Services:
On-Call Consultants
Contractors
Interlocal Agreements

Engineering Tech 1
(2 FTE)

Assistant Mechanic/
Maintenance Worker
(0.4 FTE)

Maintenance Worker
(5 FTE)

Maintenance Worker
(2 FTE)

Maintenance Worker
(2 FTE)

Contracted Services:
Custodial Services

Contracted Services:
On-Call Consultants

Building Inspector
(2 FTE)

Civil Engineer 1

Engineering Aide

Assistant Mechanic/
Maintenance Worker
(0.6 FTE)

Traffic Control Specialist

Seasonal Maintenance Workers
(1 FTE)

Contracted Services:
On-Call Consultants

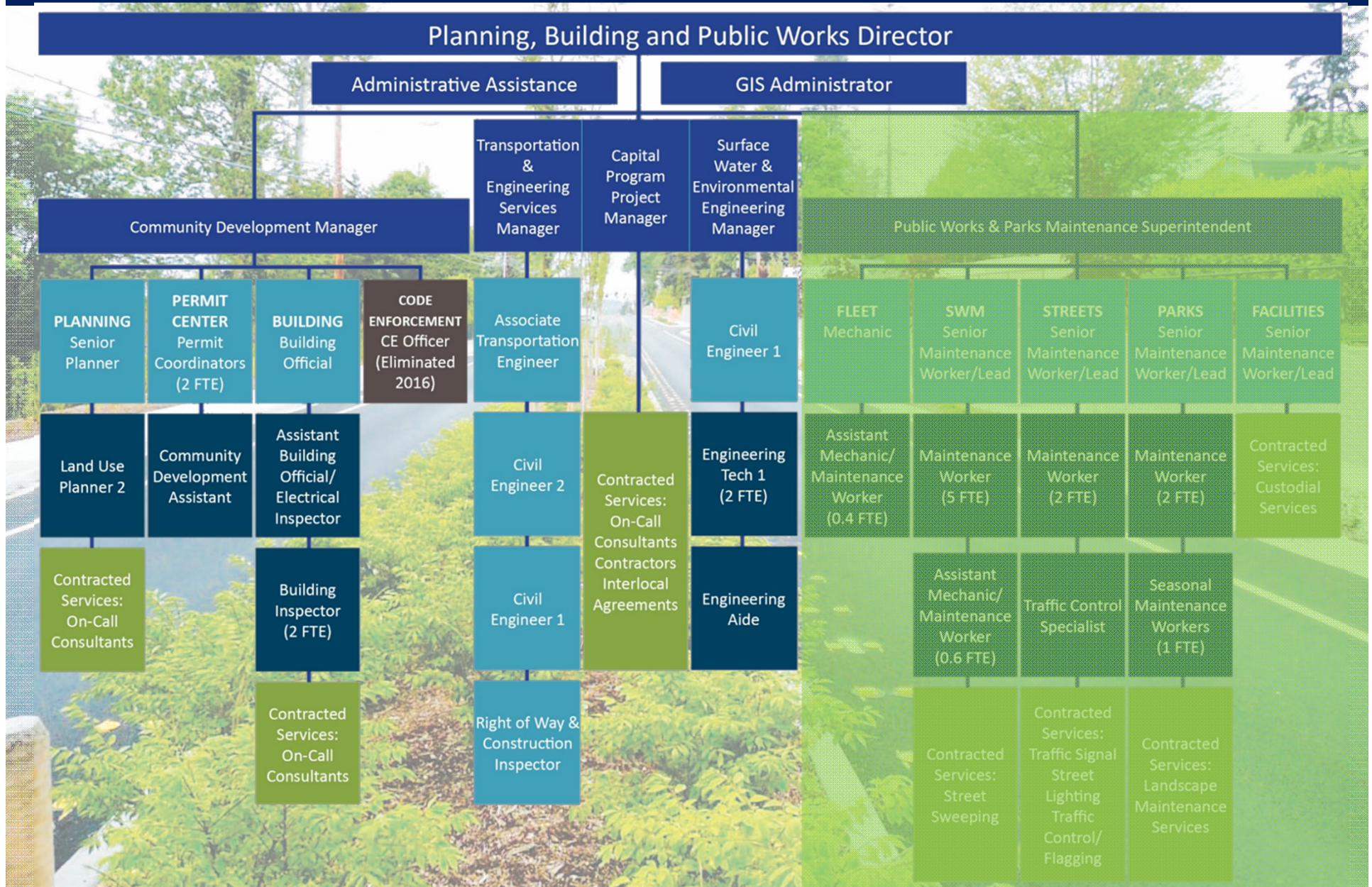
Right of Way & Construction Inspector

Contracted Services:
Street Sweeping

Contracted Services:
Traffic Signal
Street Lighting
Traffic Control/
Flagging

Contracted Services:
Landscape Maintenance Services

Department Organization



Department Organization

Planning, Building and Public Works Director

Administrative Assistance

GIS Administrator

Community Development Manager

Transportation & Engineering Services Manager

Capital Program Project Manager

Surface Water & Environmental Engineering Manager

Public Works & Parks Maintenance Superintendent

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Senior Planner

PERMIT CENTER
Permit Coordinators (2 FTE)

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Building Official

CODE ENFORCEMENT
CE Officer (Eliminated 2016)

Associate Transportation Engineer

Civil Engineer 1

FLEET
Mechanic

SWM
Senior Maintenance Worker/Lead

Streets
Senior Maintenance Worker/Lead

Parks
Senior Maintenance Worker/Lead

Facilities
Senior Maintenance Worker/Lead

Land Use Planner 2

Community Development Assistant

Assistant Building Official/
Electrical Inspector

Civil Engineer 2

Contracted Services:
On-Call Consultants
Contractors
Interlocal Agreements

Engineering Tech 1 (2 FTE)

Assistant Mechanic/
Maintenance Worker (0.4 FTE)

Maintenance Worker (5 FTE)

Maintenance Worker (2 FTE)

Maintenance Worker (2 FTE)

Contracted Services:
Custodial Services

Contracted Services:
On-Call Consultants

Building Inspector (2 FTE)

Civil Engineer 1

Engineering Aide

Assistant Mechanic/
Maintenance Worker (0.6 FTE)

Traffic Control Specialist

Seasonal Maintenance Workers (1 FTE)

Contracted Services:
On-Call Consultants

Right of Way & Construction Inspector

Contracted Services:
Street Sweeping

Contracted Services:
Traffic Signal
Street Lighting
Traffic Control/
Flagging

Contracted Services:
Landscape Maintenance Services

PBPW Department

Personnel

- **41 Total FTE's**
 - *3 Planning*
 - *4 Building*
 - *3 Permit Center*
 - *6 Engineering Services*
 - *5 SWM Utility*
 - *17 Public Works and Parks Maintenance*
 - *1 GIS Analyst*
 - *2 Admin Staff*

- **1 Department Director**
- **1 Administrative Assistant**
- **1 GIS Administrator**



PBPW Department

Personnel

- **41 Total FTE's**

- *3 Planning*
- *4 Building*
- *3 Permit Center*
- *6 Engineering Services*
- *5 SWM Utility*
- *17 Public Works and Parks Maintenance*
- *1 GIS Analyst*
- *2 Admin Staff*

Longevity with the City

- Dave Maresh – 32 years
- Loren Reinhold – 25 years
- John Cozart – 23 years
- Dick Stites – 22 years
- Larry Pickard – 21 years
- Scott Romano – 20 years
- 12 other employees between 10-20 years



- **Degree's from:**

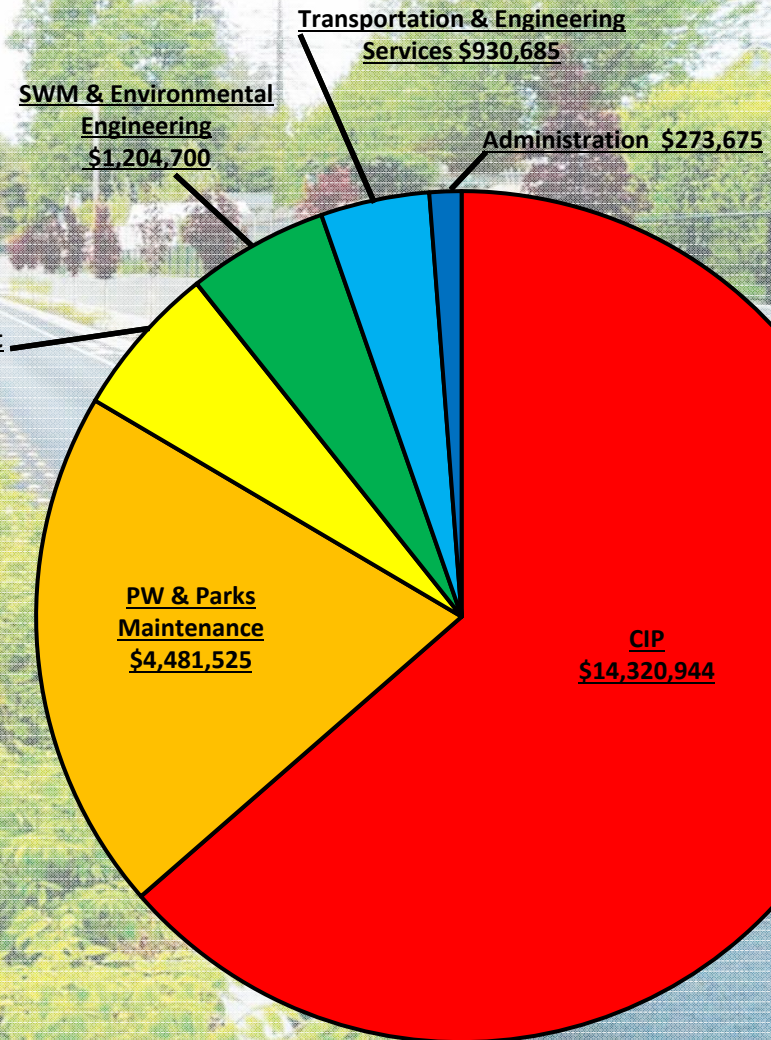
- University of Washington
- Washington State University
- Central Washington University
- University of Portland
- University of Idaho
- University of Illinois
- Michigan Technical University
- University of Kansas
- and more.....

- 5 P.E.'s
- 3 P.T.O.E.'s
- 2 AICP's
- Certified Building Officials
- Certified Master Code Professionals
- Certified Master Electricians
- and more.....

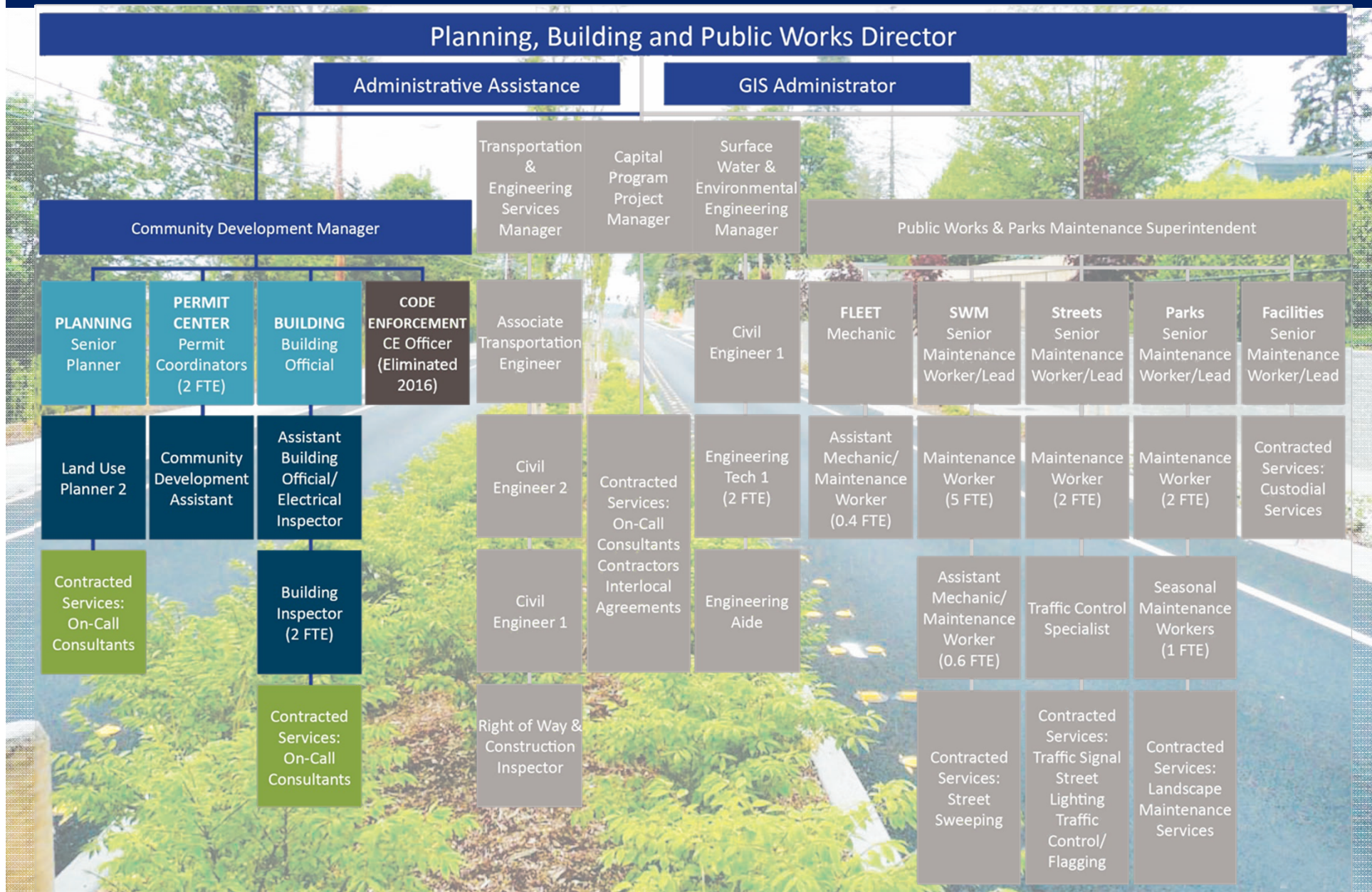
PBPW Department

Budget

- **2016 PBPW Budget = \$22,523,329**
 - *Operating*
 - *SWM Utility*
 - *Capital*



Division Organization



Team Organization | Community Development

Community Development Manager

PLANNING
Senior Planner

PERMIT CENTER
Permit Coordinator
(2 FTE)

BUILDING
Building Official

CODE ENFORCEMENT
CE Officer
(Elimiated 2016)

Land Use Planner 2

Community
Development Assistant

Assistant Building
Official/Electrical
Inspector

Contracted Services:
On-Call Consultants

Building Inspector
(2 FTE)

Contracted Services:
On-Call Consultants

What do City Planners do?

-
- A woman with dark hair, wearing a purple long-sleeved shirt and a patterned scarf, stands in a meeting room pointing at a flipchart. The flipchart contains text in German, including "Kommunikation und Teamarbeit", "Kommunikation ist ein Prozess", "Kommunikation ist ein Werkzeug", "Kommunikation ist ein Prozess", "Kommunikation ist ein Werkzeug", "Kommunikation ist ein Prozess", "Kommunikation ist ein Werkzeug". In the foreground, the backs of two people are visible: a man in a blue and white checkered shirt and a woman with dark hair tied back. The room has a grey wall, a black speaker, and a wooden podium with a microphone.



Community Development | Planning

Key Elements of Planning in Des Moines

- **Long Range Planning**
 - *Comprehensive Plan*
 - *Facilitate Dialogue w/ Neighborhoods and the Community*
 - *Preferred Land Use and Zoning*
- **Provide Policy support to City Council**
 - *Zoning Code and Land Use Development Regulations*
- **Current Planning**
 - *Permitting*
 - *Design Review*
 - *Environmental Review*
 - *Code Enforcement*
- **Solid Waste & Recycling Contract**



Community Development | Planning

Key Elements of Planning in Des Moines

- **Support Economic Development**
 - *Partner with investors in our community*



Photo by: Done Wilson, Port of Seattle.

Community Development | Planning

Periodic Table of City Planning Elements

Sample Formula Basic Shopping Center																																																																																									
1 Ci City Hall										2 O Office																																																																															
3 Po Post Office					4 Co Community Center										10 B Bank																																																																										
11 H Hospital					12 Li Library										18 Cl Clinic																																																																										
19 Mu Museum					20 Cu Cultural Center					21 Fi Fire Station					22 St Streetscape					23 Nu Nursery School					24 P Park					25 Sf Single Family Residential					26 Cc Child Care					27 Ph Pharmacy					28 Re Restaurant					29 De Deli					30 By Bakery					31 S Shop					32 At Amphitheater					33 Sw Swimming Pool					34 Ho Hotel					35 W Warehouse					36 Dt Dental Clinic				
37 Bu Bus Stop					38 Bt Bus Terminal					39 Pd Police Station					40 Pa Public Art					41 El Elementary School					42 Ts Townsquare					43 To Townhomes					44 Sc Senior Care					45 Os Office Supplies					46 Bk Bookstore					47 Ms Music Store					48 Cy Candy Shop					49 Sm Supermarket					50 Th Theater					51 Ap Amusement Park					52 Rv Rec. Vehicle Park					53 In Industry					54 Lb Laboratory				
55 Tr Train Station					56 Ma Marina					57 Hb Historic Structure					72 Hi High School					73 Mi Middle School					74 Bg Botanical Garden					75 Cm Condominium					76 Eh Elderly Housing					77 Cs Clothing Store					78 Lr Laundromat					79 Sa Beauty Salon Barber					80 Fl Florist Shop					81 Gd Garden Shop					82 Dp Department Store					83 Tp Theme Park					84 V Visitors Center					85 Ei Eco-Industrial Park					86 Bp Business Park				
87 Sp Seaport					88 Ap Airport					89 Lm Landmark					104 Pv Private School					105 Cg Community Garden					106 Zo Zoo					107 As Apartments					108 Mh Mobilehome Park					109 Dc Dry Cleaner					110 As Antique Store					111 Fs Furniture Store					112 Hc Home Improve. Ctr					113 Hs Hardware Store					114 Fg Fitness Gym					115 Aq Aquarium					116 Cv Convention Center					117 Pw Power Station					118 Bs Broadcast Studio				

58 Wo Place of Worship	59 Pg Parking	60 Ce College	61 Gc Golf Course	62 Hs Homeless Shelter	63 My Mortuary	64 Ac Animal Care	65 Pr Printer	66 Ga Gas Station	67 A Auto Service	68 Cw Carwash	69 F Fast Food	70 Sv Street Vendor	71 Cn Casino
90 He Heliport	91 Jl Jail	92 U University	93 La Landfill	94 Ce Cemetery	95 Au Adult Use	96 Ni Nightclub	97 Ba Bar	98 Pb Pub	99 Ls Liquor Store	100 Wi Winery	101 Ps Pawn Shop	102 Tt Tattoo Parlor	103 Tp Treatment Plant

Community Development | Planning

Core Skills, Knowledge, Experience, and Values of our Planners



Community Development | Planning

Regulatory Framework for Planning

STATE

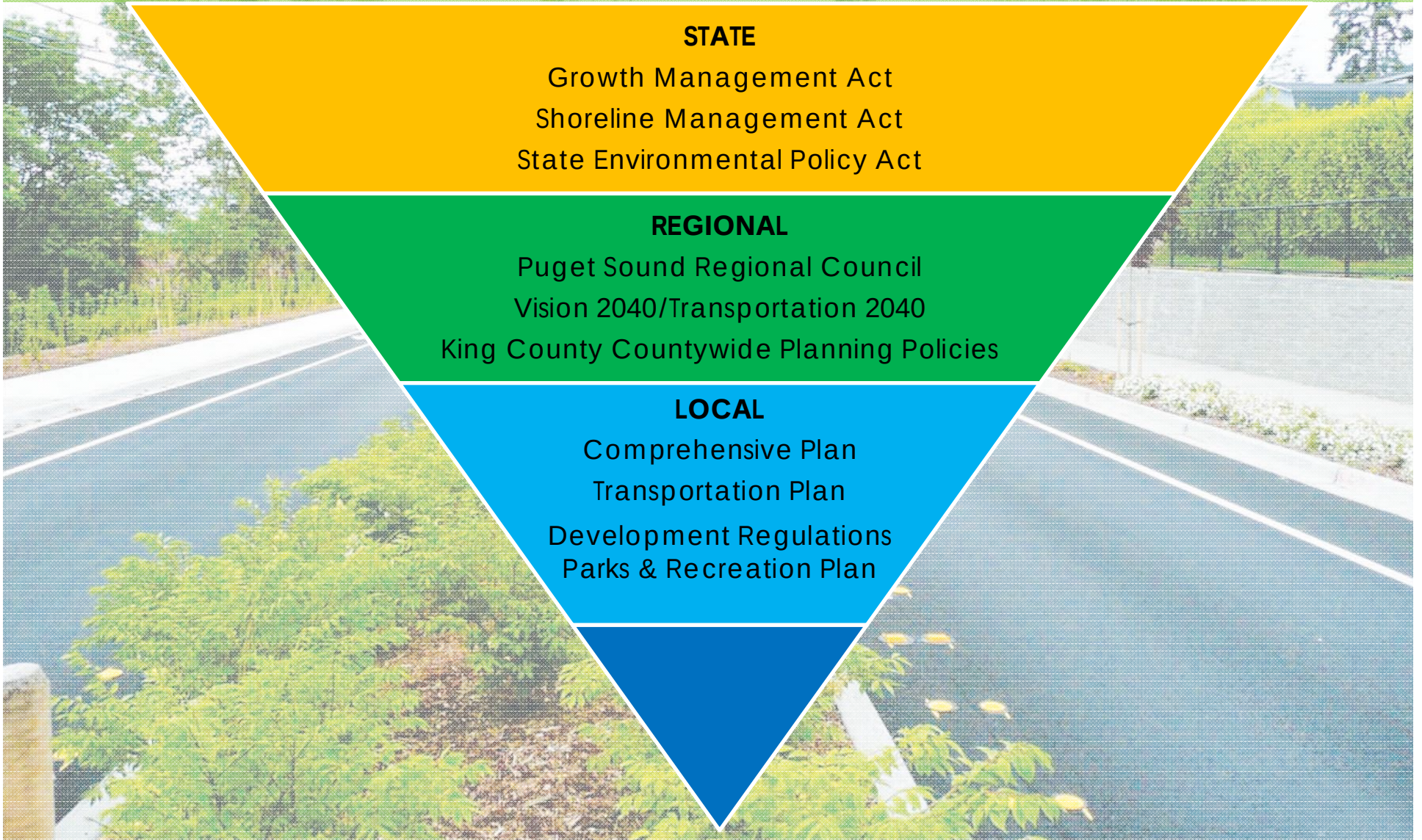
Growth Management Act
Shoreline Management Act
State Environmental Policy Act

REGIONAL

Puget Sound Regional Council
Vision 2040/Transportation 2040
King County Countywide Planning Policies

LOCAL

Comprehensive Plan
Transportation Plan
Development Regulations
Parks & Recreation Plan



Community Development | Planning



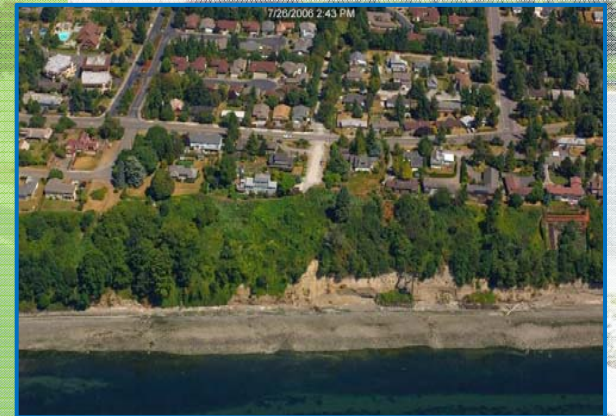
State: Growth Management Act (GMA) Chapter 36.70A RCW

- Enacted in 1990 in response to rapid population growth and concerns with suburban sprawl, environmental protection, quality of life, and related issues
- Requires the fastest growing counties and the cities within them to plan extensively in keeping with goals on:
 - *Sprawl reduction*
 - *Concentrated urban growth*
 - *Affordable housing*
 - *Economic development*
 - *Open space and recreation*
 - *Regional transportation*
 - *Environmental protection*
 - *Property rights*
 - *Natural resource industries*
 - *Historic lands and buildings*
 - *Permit processing*
 - *Public facilities and services*
 - *Early and continuous public participation*
 - *Shoreline management*
- Establishes the primacy of the comprehensive plan:
 - *The starting point for any planning process and the centerpiece of local planning.*
 - *Development regulations (zoning, subdivision, and other controls) must be consistent with comprehensive plans.*
 - *Requires early and continuous public participation*

Community Development | Planning

State: Shoreline Management Act

- **Enacted in 1971 (Chapter 90.58 RCW) to:**
 - *Manage and protect the shorelines of the state by regulating development in the shoreline area.*
 - *Prevent the inherent harm in an uncoordinated and piecemeal development of the state's shorelines.*
- **The three basic policy areas to the Act are:**
 - *Shoreline Use*
 - *Environmental Protection*
 - *Public Access*
- **Its jurisdiction includes:**
 - *Pacific Ocean shoreline and the shorelines of Puget Sound, the Strait of Juan de Fuca, rivers, and streams and lakes above a certain size.*
 - *It also regulates "wetlands" associated with these shorelines.*
- **Primary responsibility for administering this regulatory program is assigned to local governments.**
 - *Shoreline master programs, adopted under [chapter 173-26 WAC](#), that establish goals and policies that are implemented through use regulations.*
 - *No substantial development is permitted on the state's shoreline unless a permit is obtained from the local jurisdictions.*



Community Development | Planning

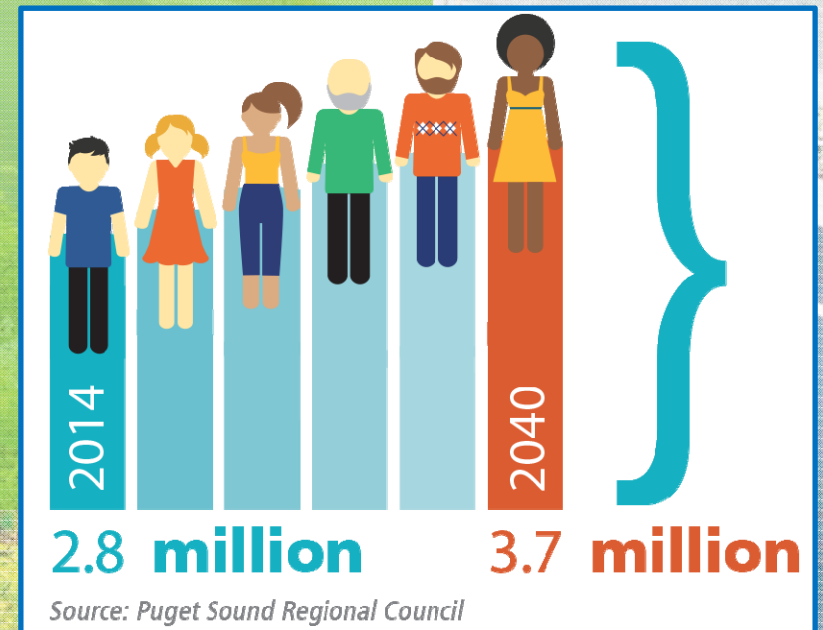
State: State Environmental Policy Act (SEPA)

- Enacted in 1971 (Chapter 197-11 WAC and Chapter 43.21C RCW)
- Requires that agencies incorporate the environmental implications of project development into their decision-making process:
 - *Decisions may be related to issuing permits for private projects, constructing public facilities, or adopting regulations, policies, or plans.*
 - *We evaluate projects/actions for potential impacts to the earth, air, water, plants, animals, energy, health, land use, transportation, public services, and utilities.*
 - *We identify how our development regulations help to mitigate potential impacts. If necessary, we require additional mitigation measures.*
 - *More complex or controversial projects may require preparation of environmental impact statements that include alternative analyses and mitigation measures.*
- Information provided during the SEPA review process helps decision-makers, applicants, and the public understand how a proposal will affect the environment.
- The information can be used to change a proposal to reduce likely impacts, or to condition or deny a proposal when adverse environmental impacts are identified.

Community Development | Planning

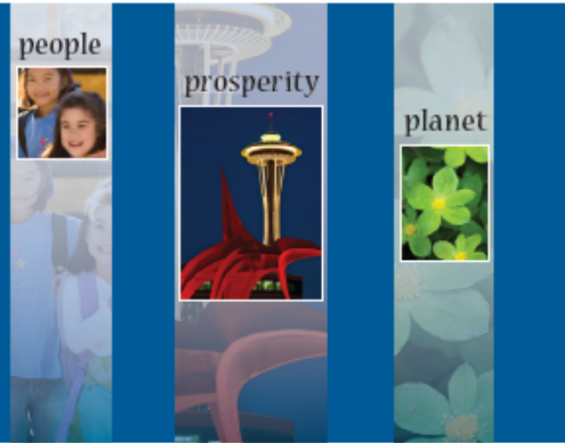
Regional: Puget Sound Regional Council (PSRC) Transportation 2040

- Transportation 2040 identifies investments to support the region's expected growth and improve the service transportation provides to people and businesses.
- Transportation 2040 lays out a financing plan that suggests a long-term shift in how transportation improvements are funded, with more reliance on users paying for transportation improvements.
- Transportation 2040 proposes a strategy for reducing transportation's contribution to climate change and its impact on important regional concerns, such as air pollution and the health of Puget Sound.



VISION 2040

& the Regional Growth Strategy



VISION 2040's Regional Growth Strategy is a preferred pattern for accommodating residential and employment growth. It is designed to minimize environmental impacts, support economic prosperity, improve mobility, and make efficient use of existing infrastructure.

Transportation 2040 Plan Framework



Multicounty Planning Policies

- Provide guidance for implementing the *Regional Growth Strategy*:
- Growth is to occur first and foremost in the designated urban growth area; less development is to occur in rural areas.
- Centers are recognized for their benefits in creating compact, walkable communities that support transit and other services.
- Housing and jobs should be located in a manner that provides for easy mobility and accessibility.
- Investments in transportation and other infrastructure should be prioritized to centers.
- Countywide target-setting processes for allocating population and employment growth are to be consistent with the regional vision.

Community Development | Planning

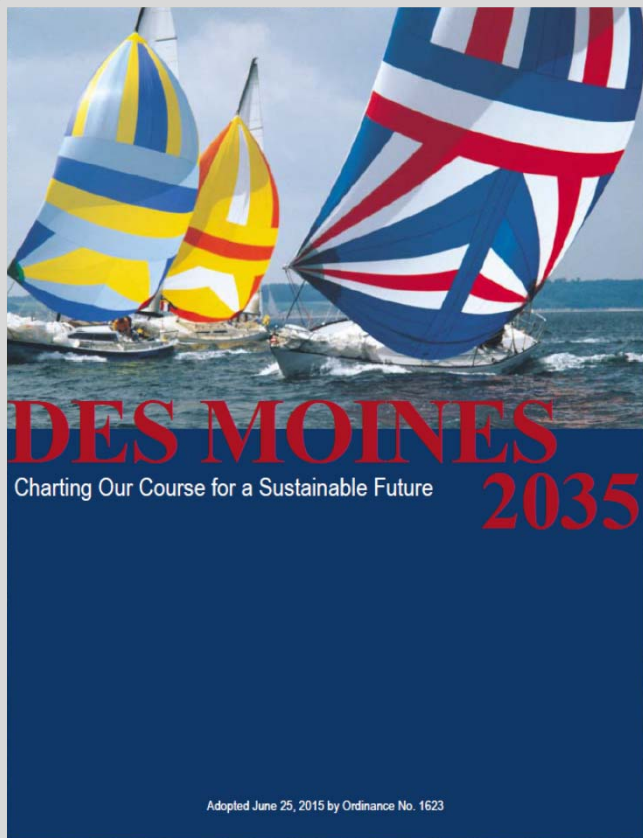
Regional: King County Countywide Planning Policies

- CPPs are a series of policies that address growth management issues in King County.
- The Growth Management Planning Council (GMPC) brings together elected officials from King County and the cities and jurisdictions within it to develop the CPPs.
- CPPs provide a countywide vision and serve as a framework for each jurisdiction to develop its own comprehensive plan, which must be consistent with the overall vision for the future of King County.



Community Development | Planning

Local: Des Moines Comprehensive Plan



- Guides future use of land in Des Moines.
- Demonstrates how City will meet population and job growth forecasts by 2035:
 - 3,000 housing units
 - 5,000 jobs
- Intended to:
 - Direct growth into areas well-served by transit and other services;
 - Revitalize and enhance our commercial areas; and
 - Maintain the rich quality of life for our citizens.

Required Elements:

Land Use
Transportation
Parks & Recreation
Cap Facilities/Utilities &
Public Service
Housing
Economic Development

Optional Elements:

Conservation &
Environment
North Central
Marina District
Pacific Ridge
Healthy Des Moines

Community Development | Planning

Local: Comprehensive Plans

Transportation, SWM and Parks Master Plan

- **CTP Adopted (2009)**
 - *Currently Being updated*
- **Parks Master Plan (2015)**
- **Surface Water Comprehensive Plan (2015)**



Community Development | Planning

Land Use & Development Regulations

- Environment Code – Title 16 DMMC
- Subdivision Code – Title 17 DMMC
- Zoning Code – Title 18 DMMC
- Provide Policy support to City Council
 - *Draft Ordinances*
 - *Draft Resolutions*
 - *Council Committee's*
 - *Council Agenda Packets*
- Local Law's
 - <http://www.codepublishing.com/WA/DesMoines/>
- Land Use Applications - Permits



Community Development | Planning

Land Use Applications & Decisions

- **Administrative Decisions**

- *Commercial Developments*
- *Subdivisions (9 or fewer lots)*
- *Sign Permits*

- **Hearings Examiner**

- *Variances*
- *Conditional Use Permit(CUP)*
- *Appeals of Administrative Decisions*
- *Issues remanded by Council*

- **Council Decisions**

- *PUD's (Preliminary and Final Plats)*
- *Subdivisions (10 lots or more)*
- *Shoreline Variances and CUP's*
- *Unclassified Use Permit (UUP)*
- *Zoning and Text Code Amendments*



Community Development | Planning

Land Use Applications & Decisions

- **Administrative Decisions**

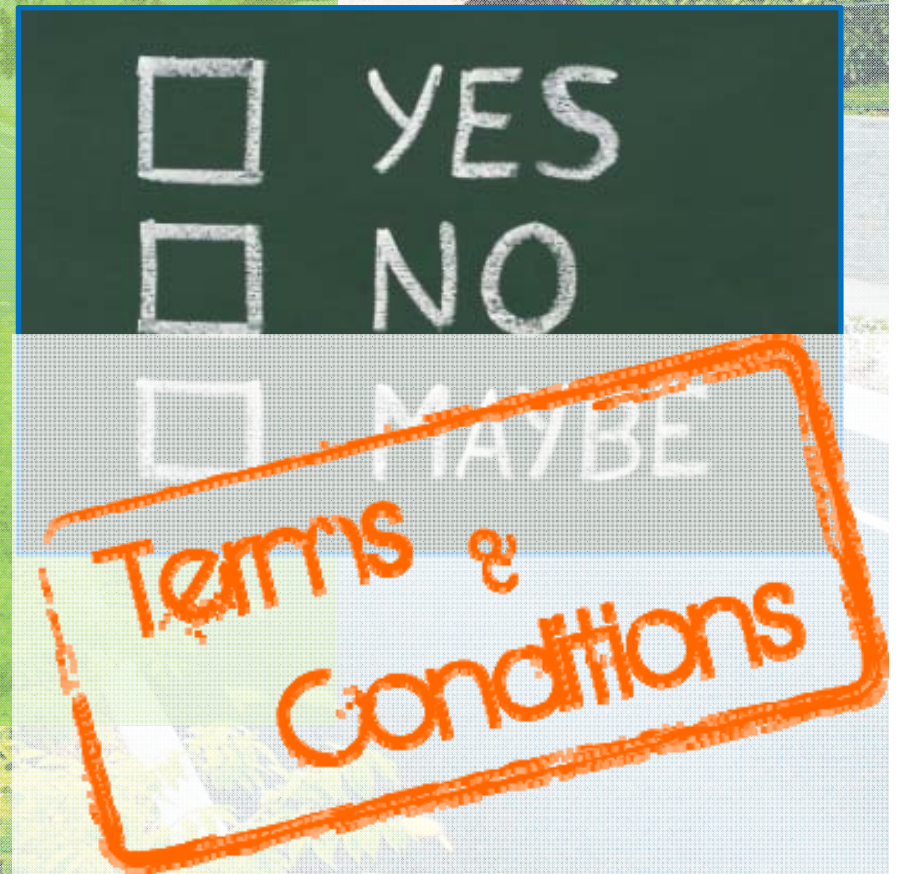
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- **Hearings Examiner**

- *Variances*
- *Conditional Use Permit(CUP)*
- *Appeals of Administrative Decisions*
- *Issues remanded by Council*

- **Council Decisions**

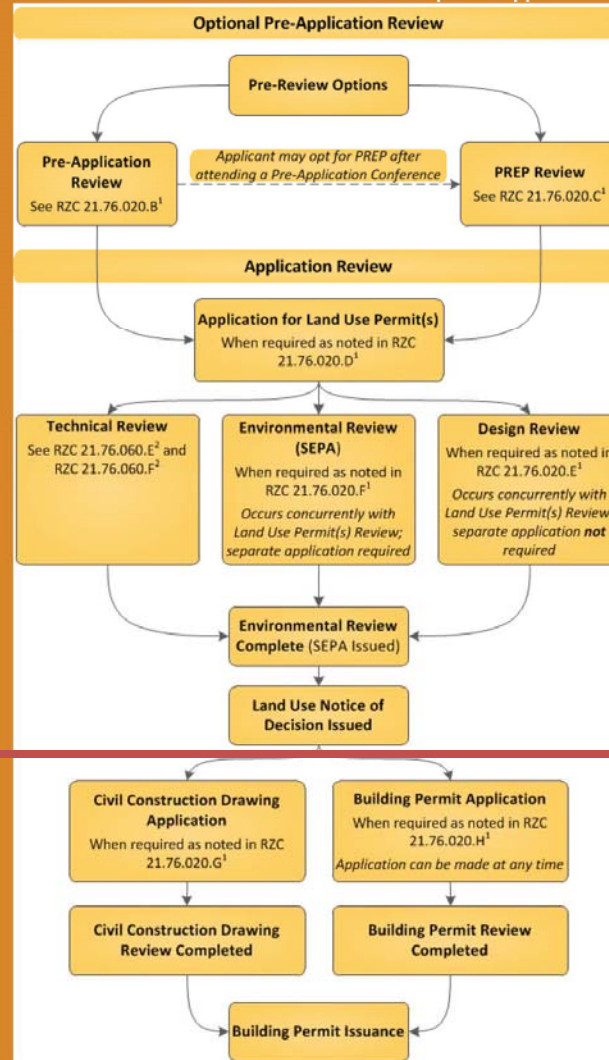
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- *Subdivisions (10 lots or more)*
- *Shoreline Variances and CUP's*
- *Unclassified Use Permit (UUP)*
- *Zoning and Text Code Amendments*



Community Development | Planning

Land Use Applications – Flow Chart

Figure 21.76.020A
Process Flow Chart-Overall Reviews of Development Applications



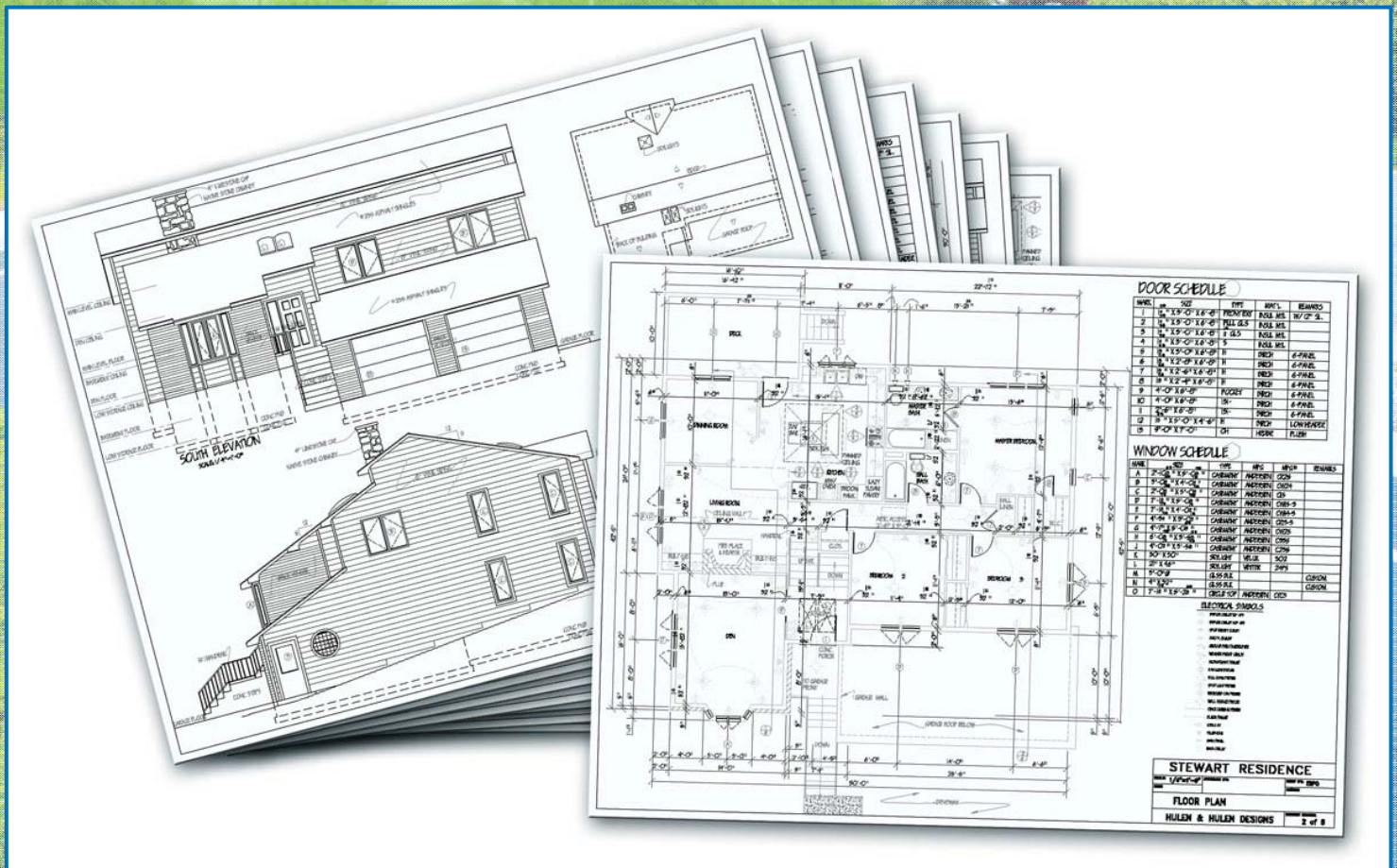
Community Development | Economic Development



Community Development | Building

Overview

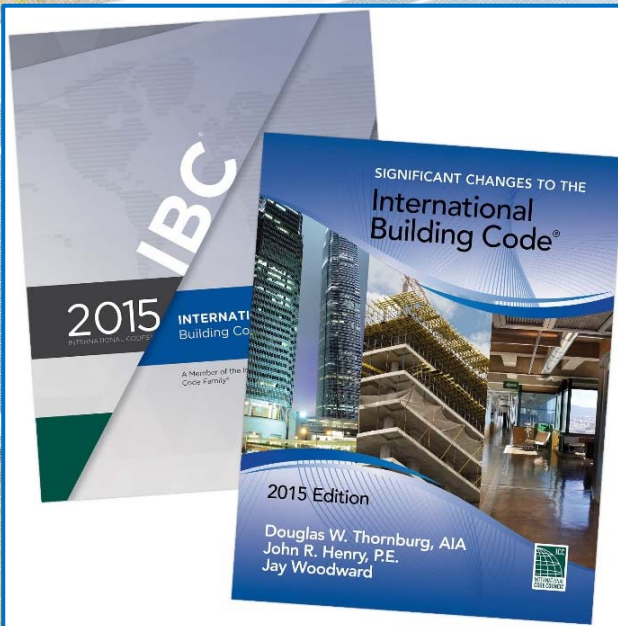
- Primary Function and Responsibility
- Secondary Functions
- Coordination



Community Development | Building

International Building Codes

- Adopted by Washington State (Chapter 51 WAC, Chapter 19.27 & 35.21.180 RCW)
- Adopted by Des Moines (Title 14 DMMC)
- Minimum Code Requirements



Community Development | Building

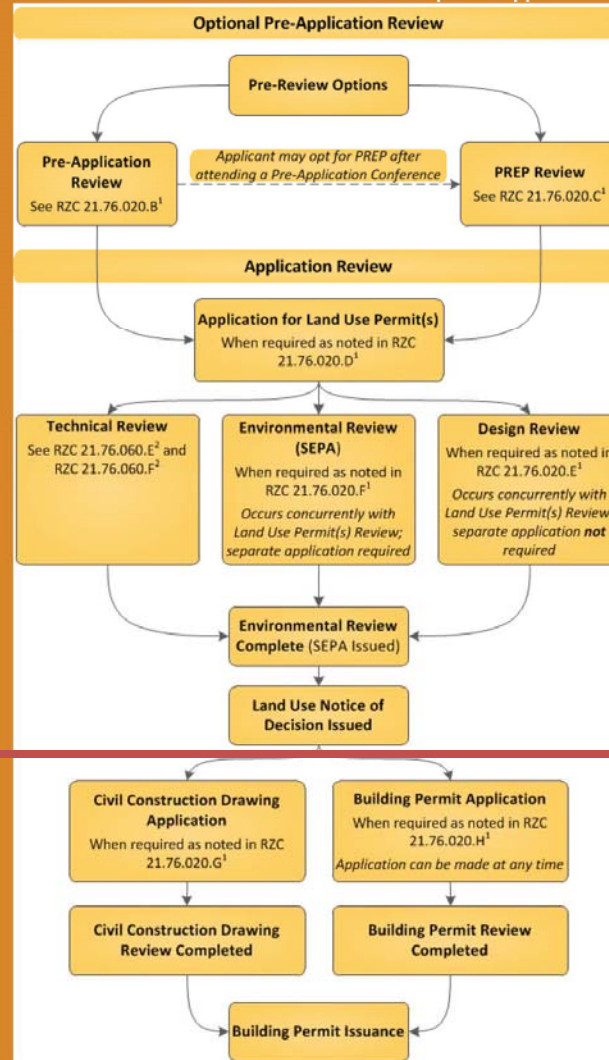
Fire and Life Safety is Priority 1!



Community Development | Building

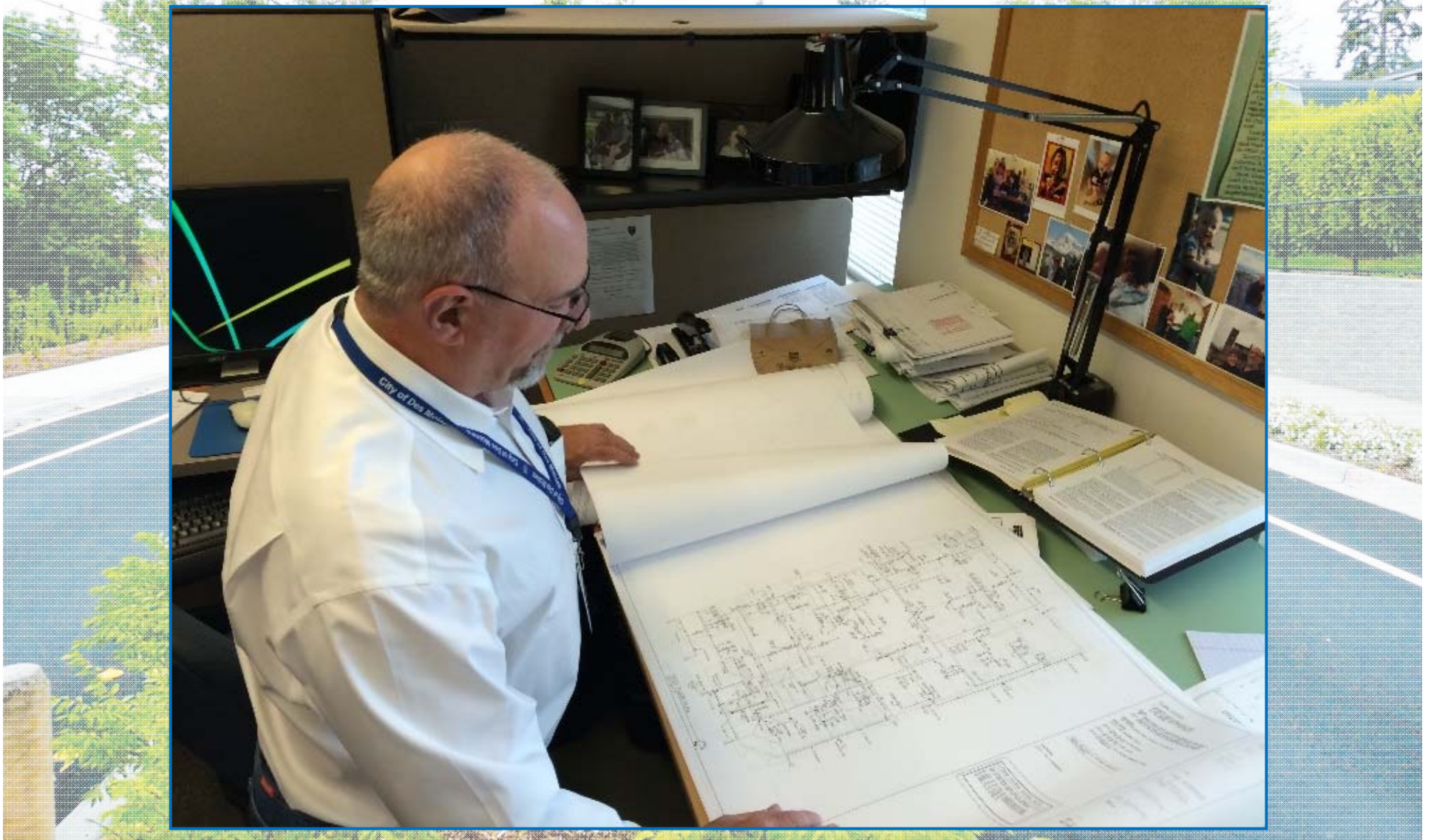
Building Permit Process

Figure 21.76.020A
Process Flow Chart-Overall Reviews of Development Applications



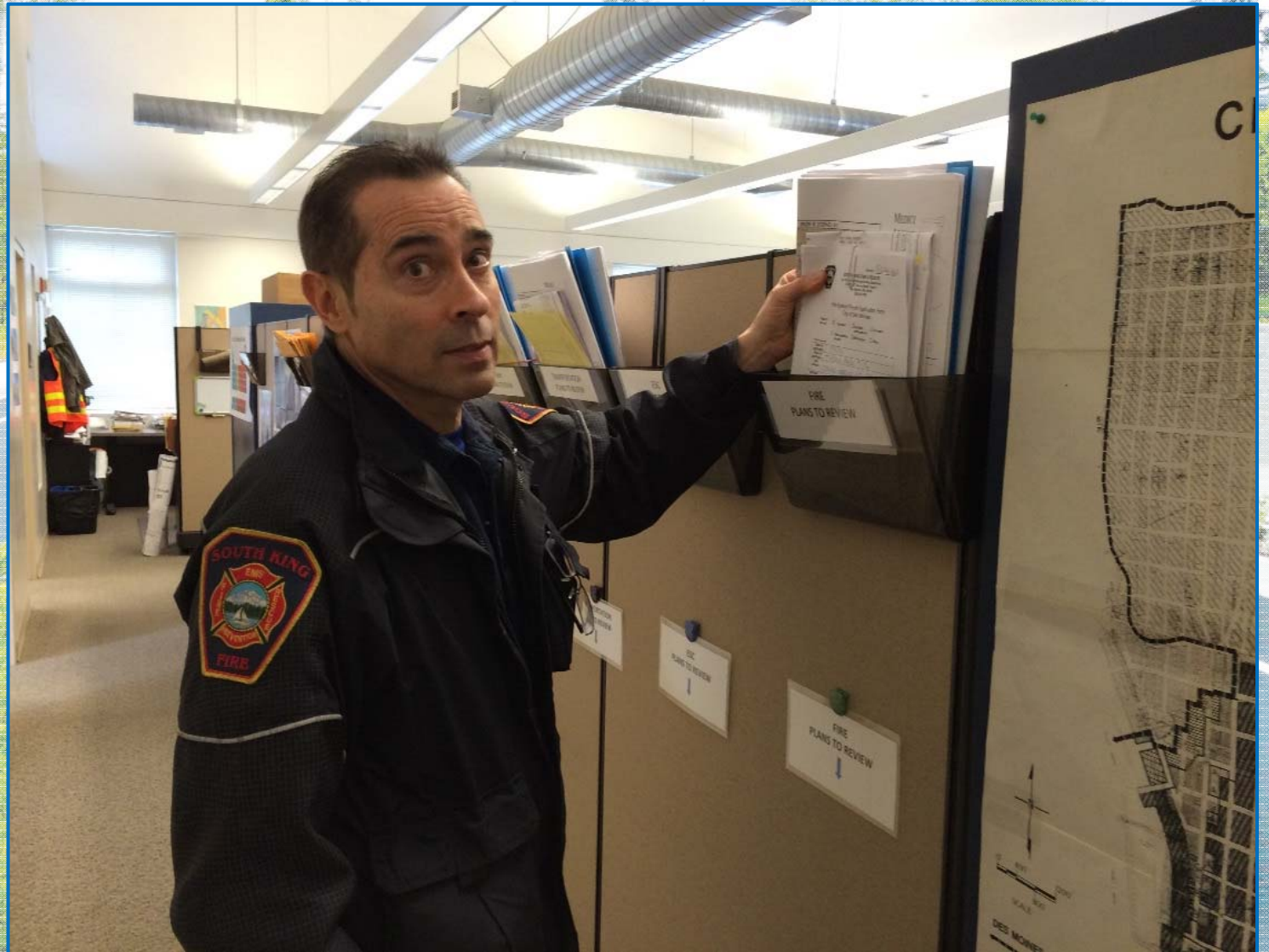
Community Development | Building

Plan Review



Community Development | Building

Plan Review | South King Fire & Rescue



Community Development | Building

Plan Review | Coordination

- **Water & Sewer Availability**
- **Private Utilities**
(Gas, phone, power, etc.)
- **Addressing**



Community Development | Building

Permit Issuance



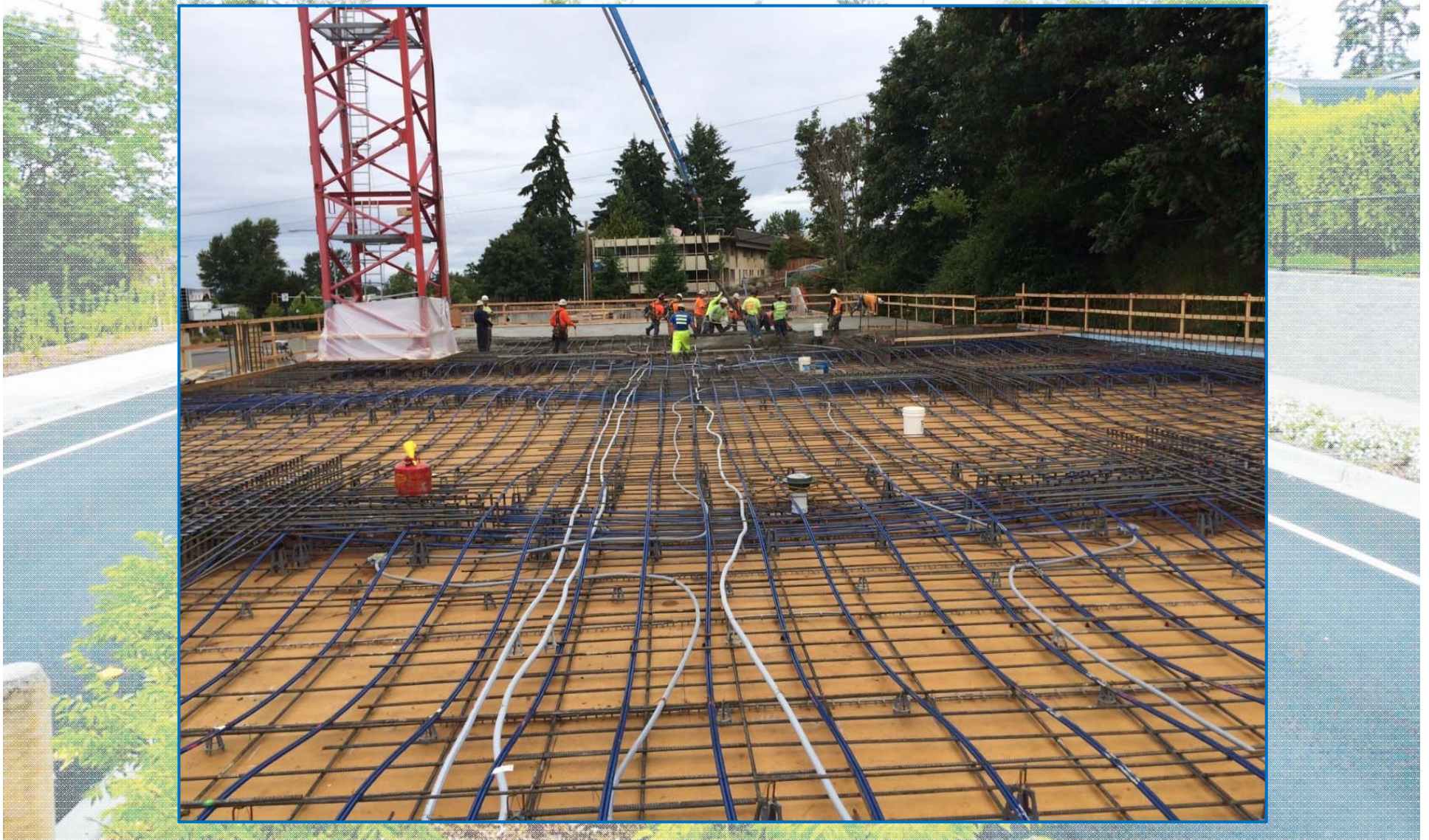
Community Development | Building

Inspections



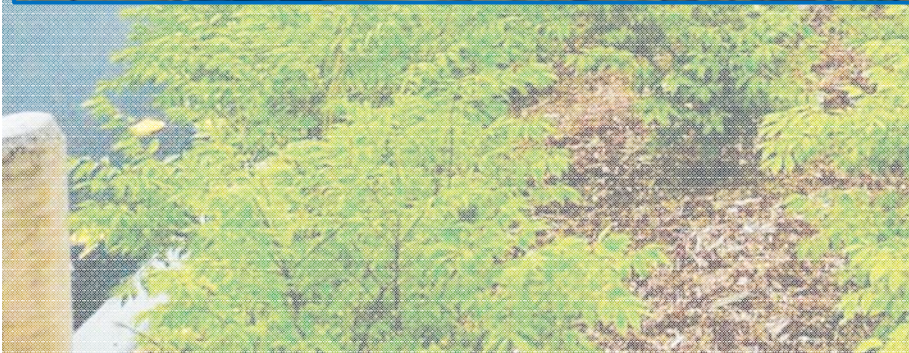
Community Development | Building

Inspections



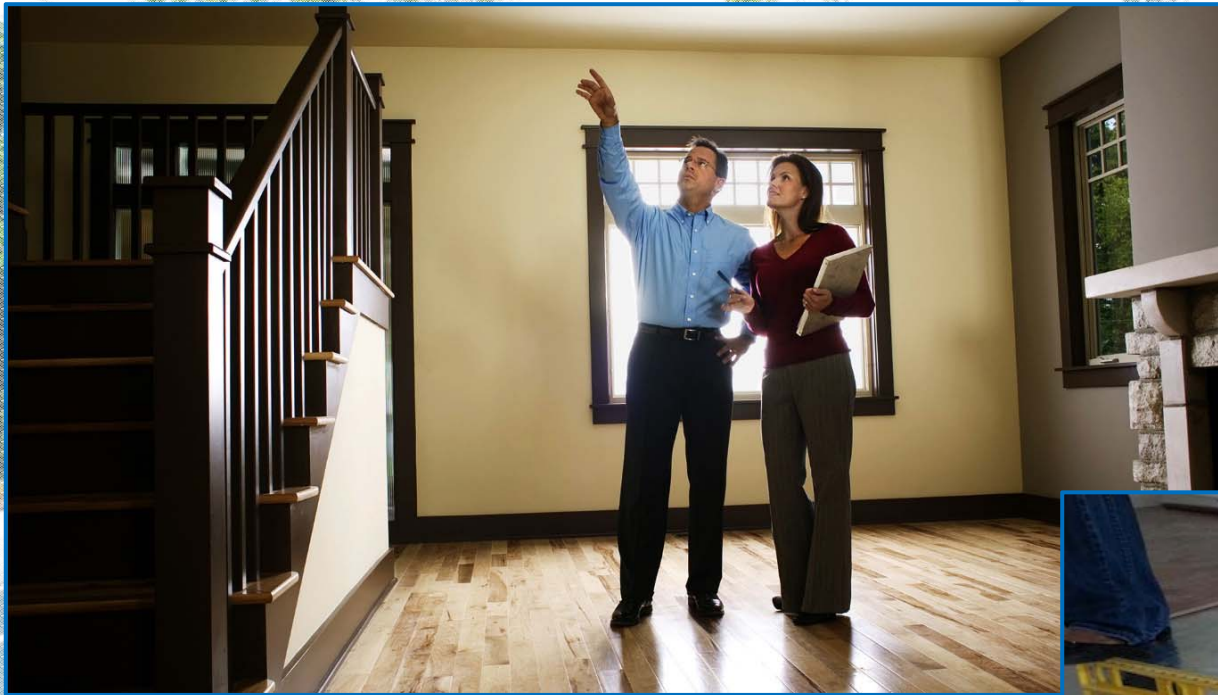
Community Development | Building

Inspections | Minimum Code Only



Community Development | Building

Inspections | **Not Fit & Finish**



Community Development | Building

Inspections | SKF&R



Community Development | Building

Certificate of Occupancy (C of O)

- All habitable residential and commercial buildings are required by law to have a Certificate of Occupancy (C of O).
- Buildings may lose their C of O if found in unsafe condition.



Community Development | Building

Insurance Rates

- Cities are rated by Washington Surveying and Rating Bureau (WSRB).
 - Fire Department
 - Water Supply
 - Emergency Communication Systems
 - Fire Safety Control
- Insurance rates affected by this rating.
- Des Moines currently rated at Class 3 (ratings from 1 – 10, 10 being the worst).



Community Development | Building

Insurance Rates

Mayors Ferrell and Pina...

It is truly an honor to be able to inform you that our fire department has been re-rated by the Washington Survey and Rating Bureau (WSRB). In the post-recession era, we have been anxiously awaiting the results of the re-rate which utilizes a comprehensive and quantitative methodology and scoring system as follows:

- Overall fire department (staffing, response times, training, equipment, etc.): 40% of the score
- Water supply (evaluation of local water purveyors and fire flows): 35% of the score
- Emergency Communications (an evaluation of our radio systems and Valley Communications): 9% of the score
- Fire Safety Control (fire and building codes, inspections, fire investigations, etc.): 16% of the score

Based on the above criteria, and a thorough review of our department over the past six months, we have achieved the following:

- The City of Federal Way and unincorporated area within South King Fire & Rescue is rated a Class 2. The total point score is a 1.88, with a Class 2 lying between a 1.01 and a 2.00. We are a SOLID Class 2!
- The City of Des Moines is rated a Class 3. **The total point score is 2.01 (yes, that is correct...we are within 0.01 points of achieving a Class 2 in Des Moines!!!!).**

*These scores should make you proud as we are the only fire district in the history of the State to have achieved a Class 2 rating. In fact, **there are only four (4) Class 2 fire agencies in our State** (Seattle Fire Department, Bellevue Fire Department, Olympia Fire Department, and South King Fire & Rescue). All of our neighboring fire agencies are Class 3's or Class 4's. **There are no Class 1's in our State. This means that our citizens are receiving the lowest fire insurance rates available within our State.** Further, the Class 3 in Des Moines is so close that we will make a concerted effort to ensure we achieve a Class 2 during our next re-rate (the major area of deficiency points relates to water systems, which we will work collaboratively with the City of Des Moines to improve and enhance in the years to come).*

I thought I should share this with you as soon as we received the official word. I am proud and humbled by the ongoing efforts within our fire department, the outstanding members of our department, and the collaborative relationship we have with all our public partners.

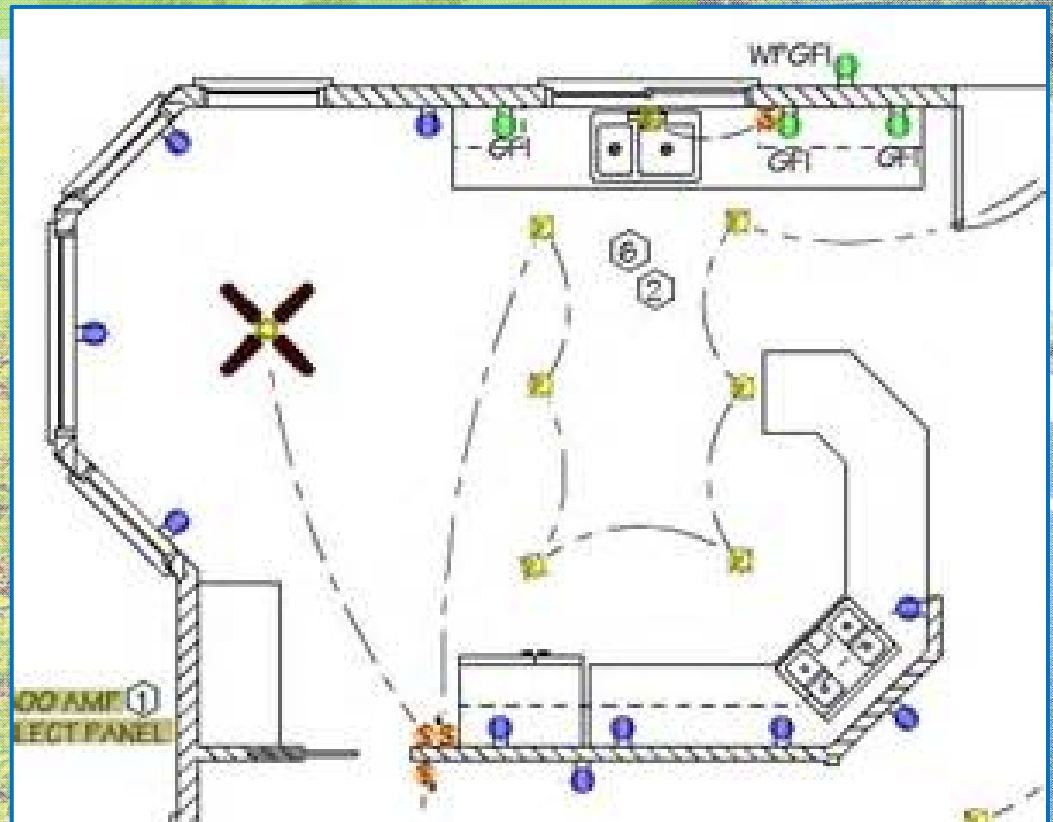
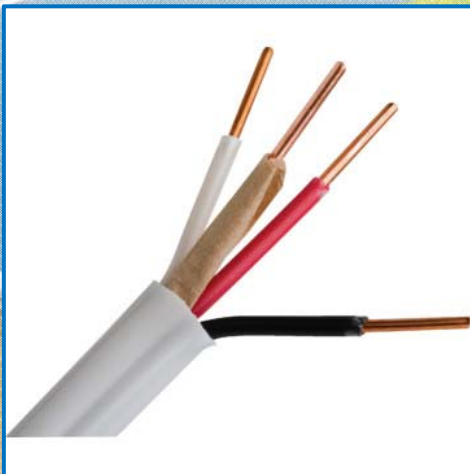
We rated high...but we will continually strive to rate even higher!!!!

Al Church, Fire Chief/Administrator
South King Fire & Rescue

Community Development | Building

Electrical Program

- City Electrical Program vs. Department of Labor and Industries (L&I)
- One stop shop
- Cost and time



Community Development | Building

Electrical Program – Home Inspection

- **L&I Process:**
 - *On-line*
- **Total Cost = \$250**
- **Inspection: 2-7 Day Window (AM or PM)**
- **Other Inspections: N/A**



Community Development | Building

Electrical Program – Home Inspection

- **L&I Process:**
 - *On-line*
- **Total Cost = \$250**
- **Inspection: 2-7 Day Window (AM or PM)**
- **Other Inspections: N/A**



Community Development | Building

Electrical Program – Home Inspection

- **City Process:**
 - *On-line*
 - *Over the Counter*
- **Total Cost = \$250**
- **Inspection: Next Day**
(AM or PM)
- **Other Inspections: At same Time**
(Building, Plumbing, or Mechanical)



Community Development | Building

Electrical Inspections Residential & Commercial



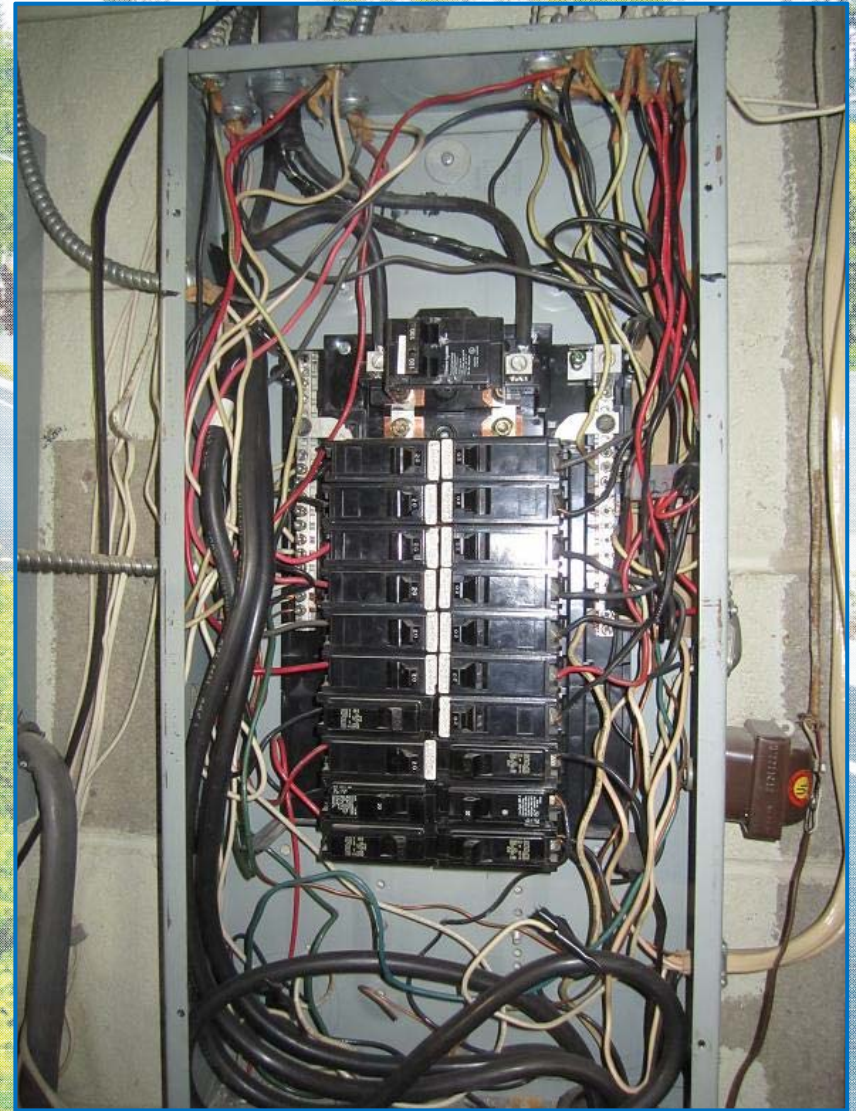
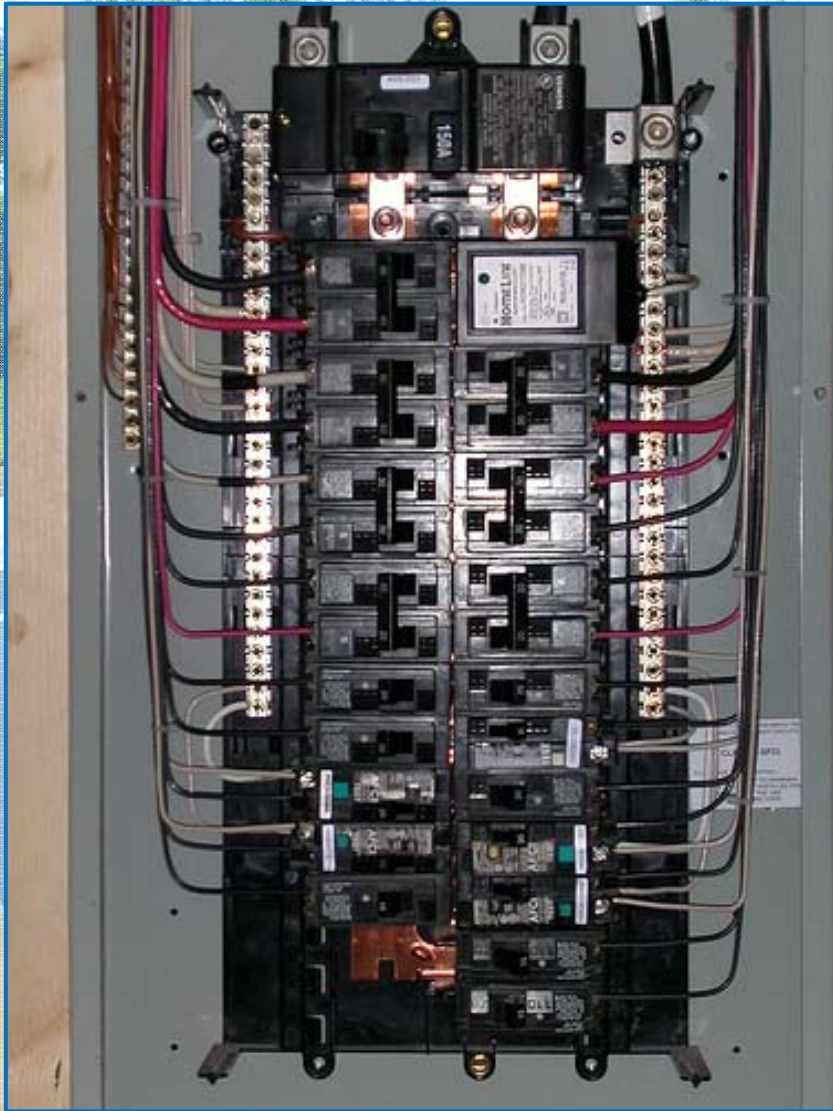
Community Development | Building

Electrical Program – Components



Community Development | Building

Electrical Program – Safety



Community Development | Building

Electrical Program – Safety



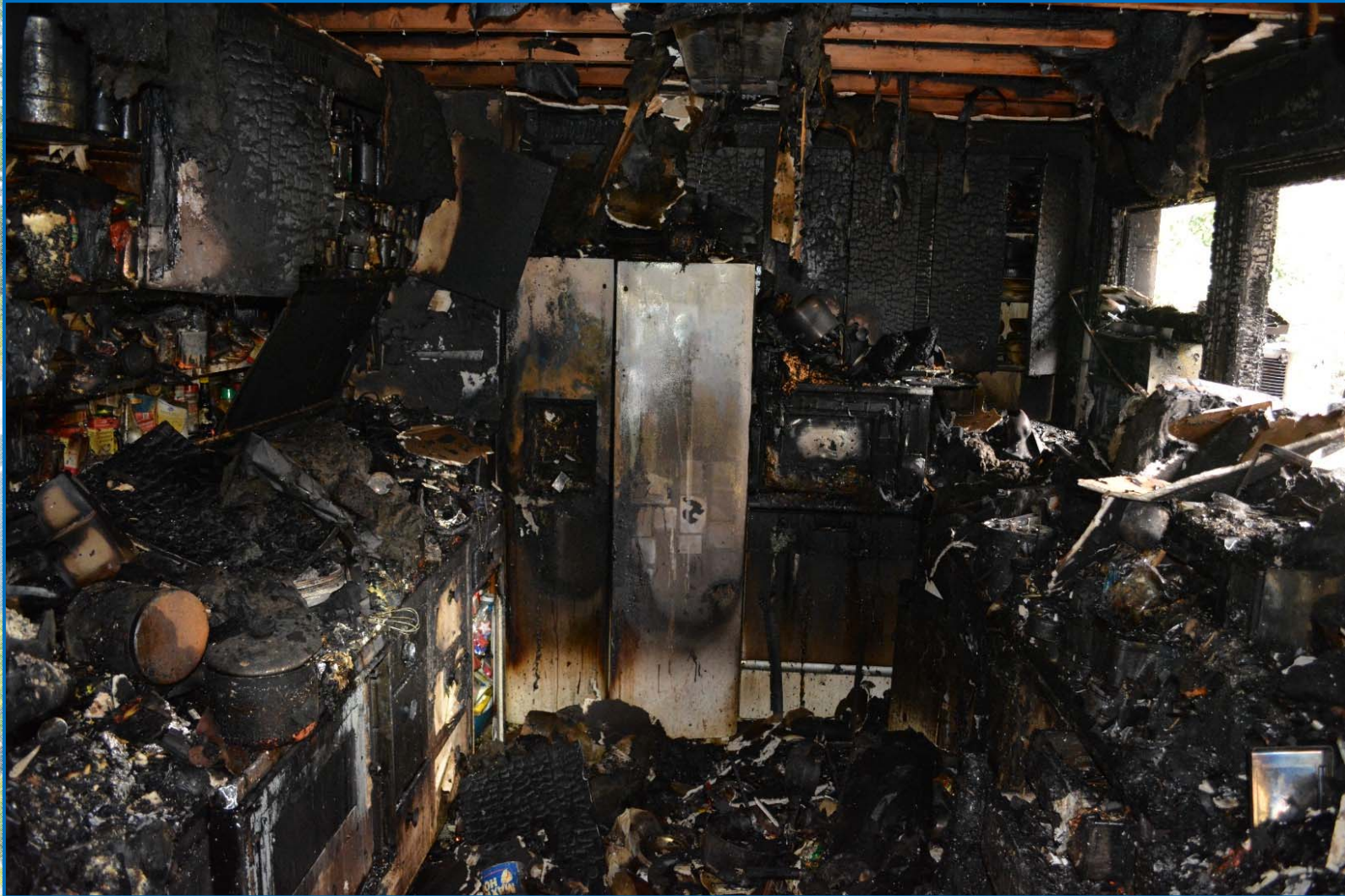
Community Development | Building

Electrical Program – Safety



Community Development | Building

Electrical Program – Safety



Community Development | Building

Building Code Enforcement



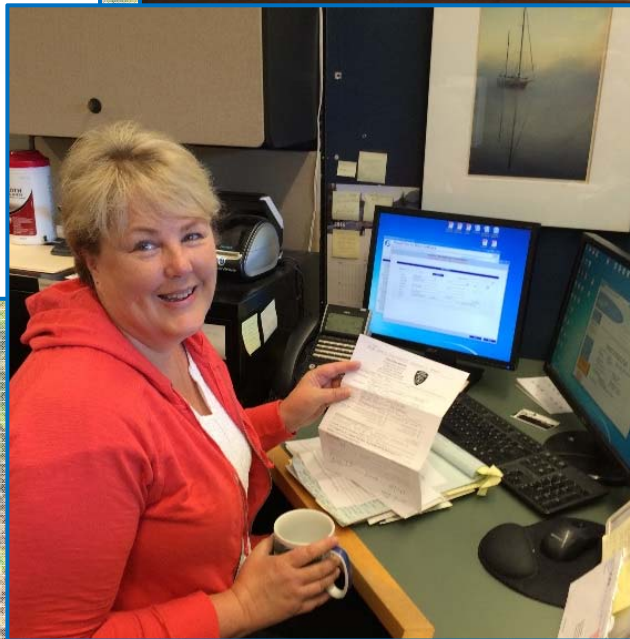
Community Development | Building

Building Code Enforcement



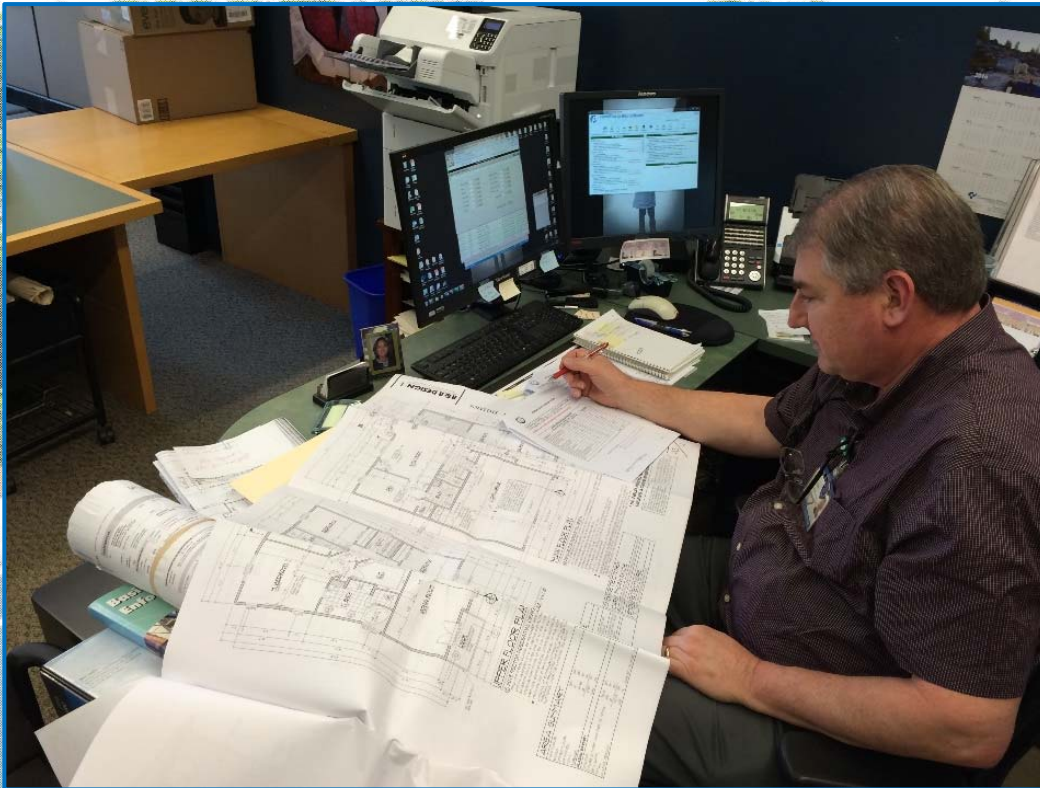
Community Development | Permit Center

City Hall & Customer Service



Community Development | Permit Center

Permits



MASTER LICENSE SERVICE
REGISTRATIONS AND LICENSES

STATE OF WASHINGTON

UNIFIED BUSINESS ID#: 601 999 999
BUSINESS ID#: 001
LOCATION: 0001
EXPIRES: 09-30-2000

ORGANIZATION TYPE
DOMESTIC PROFIT CORPORATION

JOHN Q. PUBLIC, INC.
PUBLIC'S RESTAURANT
1234 ABC LANE SW
ANYWHERE WA 98999

TAX REGISTRATION
CATERING
MINOR WORK PERMIT

DUTIES OF MINORS:
HOST, BUSS TABLES

LICENSING RESTRICTIONS:
MINORS EMPLOYED AS COOKS MUST BE AT LEAST 16 YEARS OF AGE.
WAC 296-125-033 (5) (C)

SPIRITS / BR / WN REST LOUNGE +
INDUSTRIAL INSURANCE
UNEMPLOYMENT INSURANCE

SAMPLE

The above entity has been issued the business registrations or licenses listed
DEPARTMENT OF LICENSING, BUSINESS & PROFESSIONS DIVISION
P.O. BOX 40341 - OLYMPIA, WA 98540-0341 (360) 684-1400

Gregory P. [Signature]

**Online
Permits**



Community Development | Code Enforcement

Overview

- Code Enforcement Officer Position Eliminated in 2016.
- Fire & Life Safety Issues only.
- All Code Enforcement Concerns report online - only



Community Development | Code Enforcement

Nuisance Properties

- 2016 Council Priority
- Only 3 properties remain on the list (15 resolved)



Community Development | Code Enforcement

Property Values



Community Development | Code Enforcement

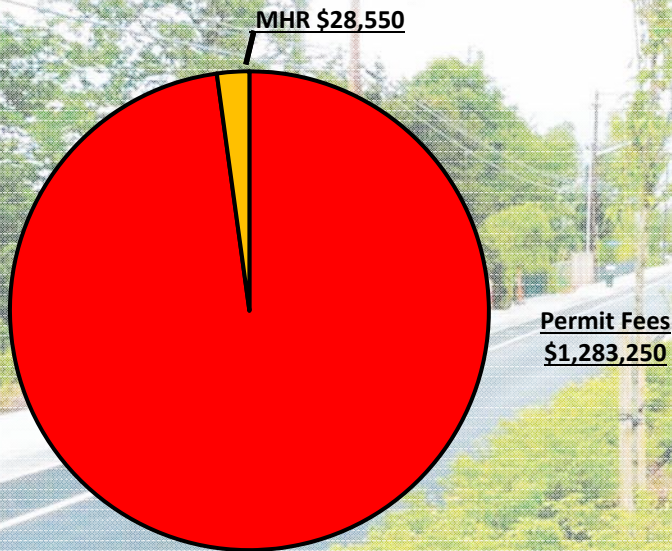
Health Concerns



Community Development

Personnel and Budget

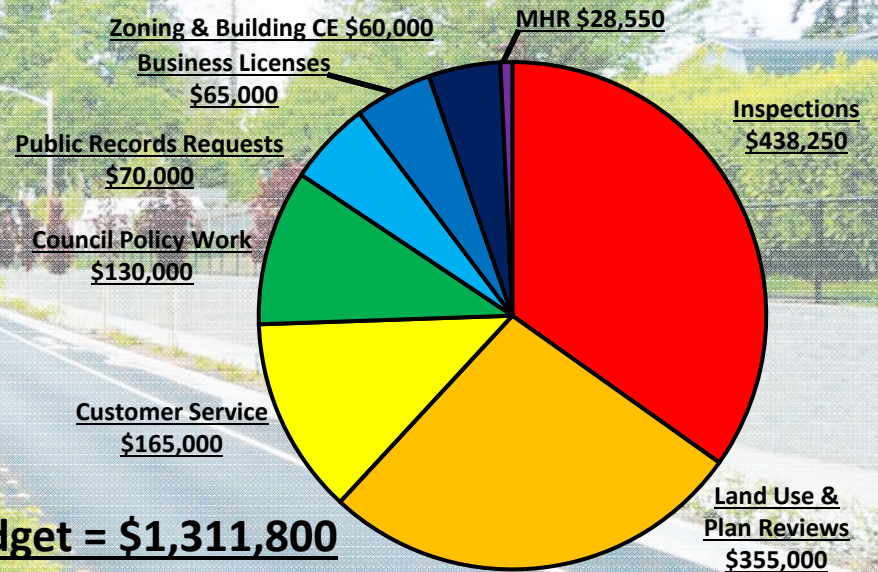
Revenue



Revenue = \$1,581,257

- 3.0 FTE's Planning
- 4.0 FTE's Building
- 3.0 FTE's Permit Center

Expenditures



Ex. Budget = \$1,311,800

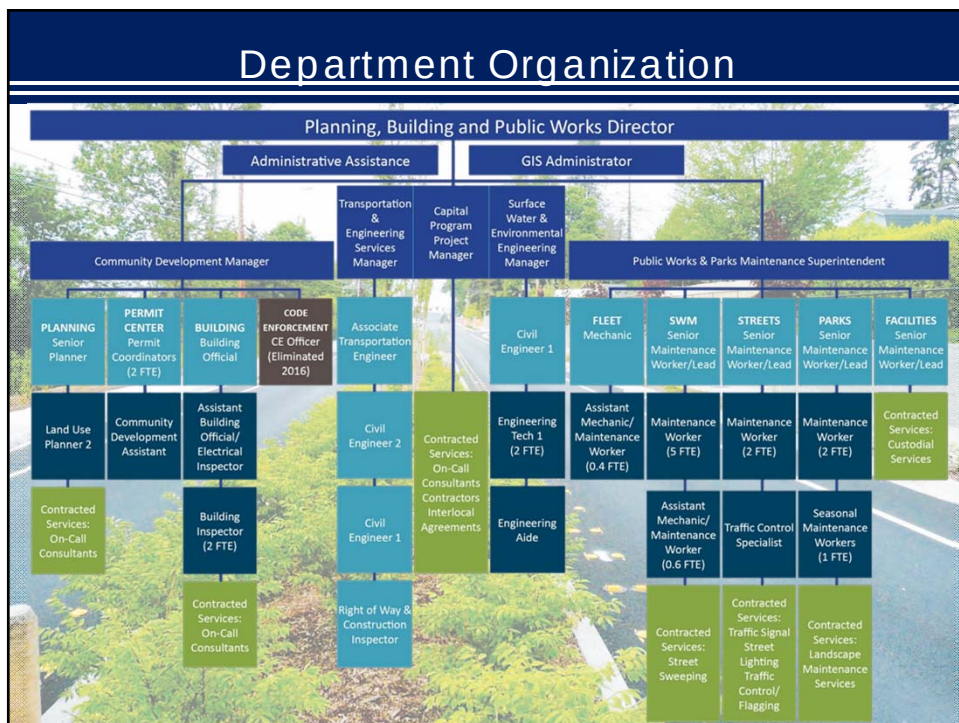


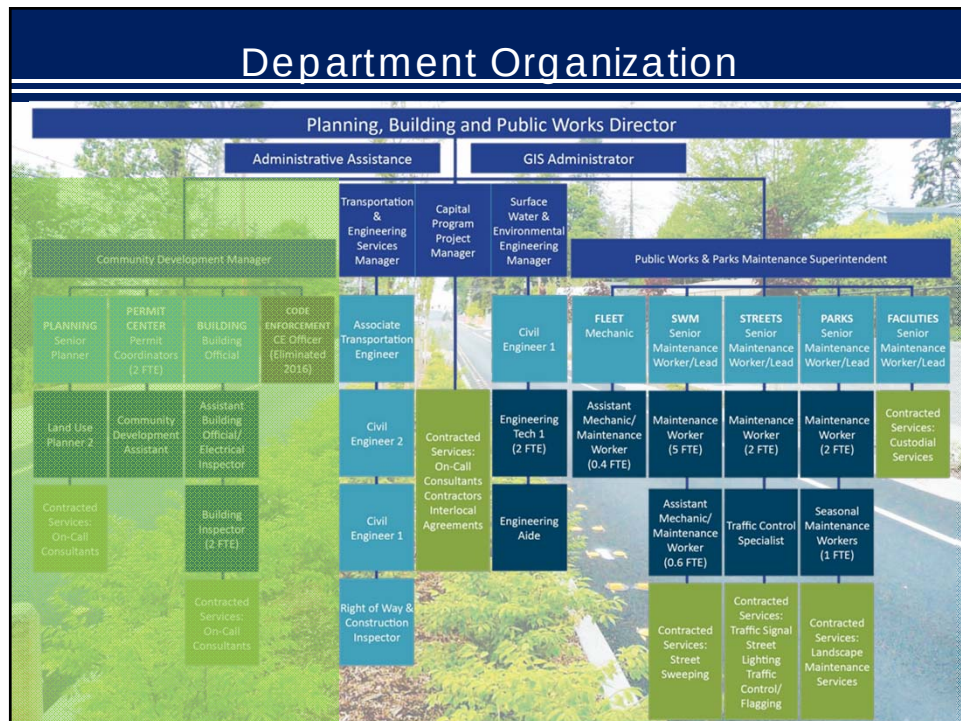
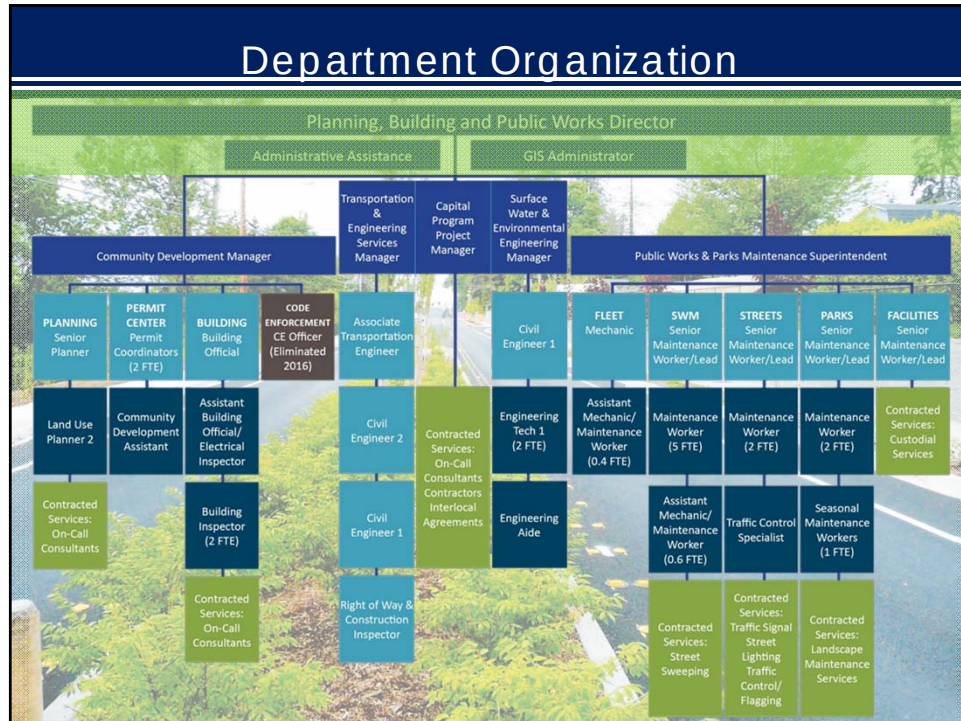
City Government 101

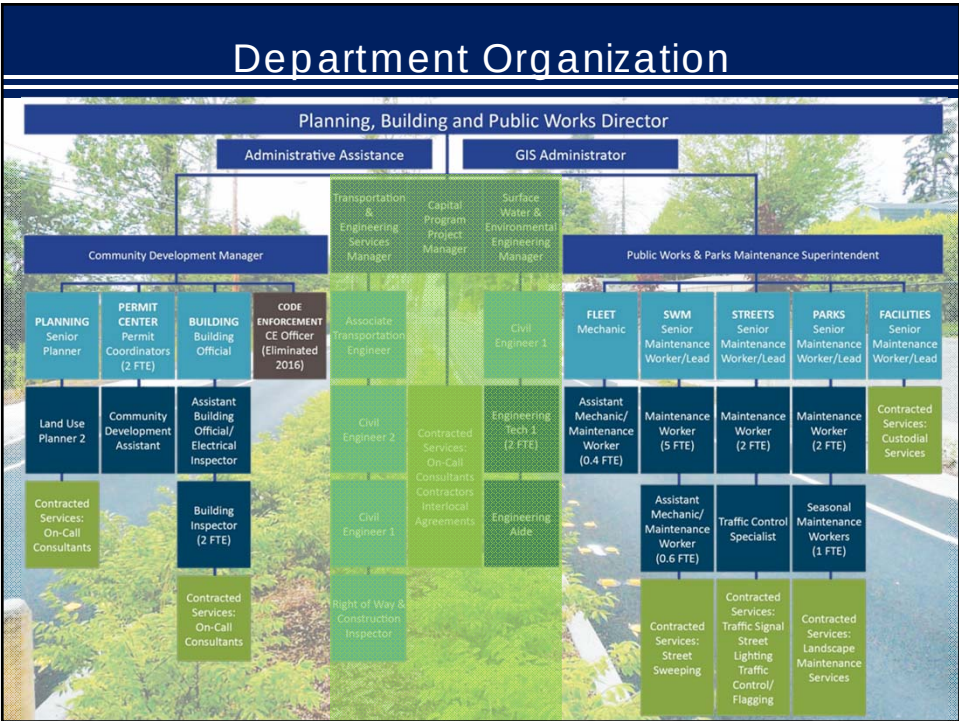
Community Development

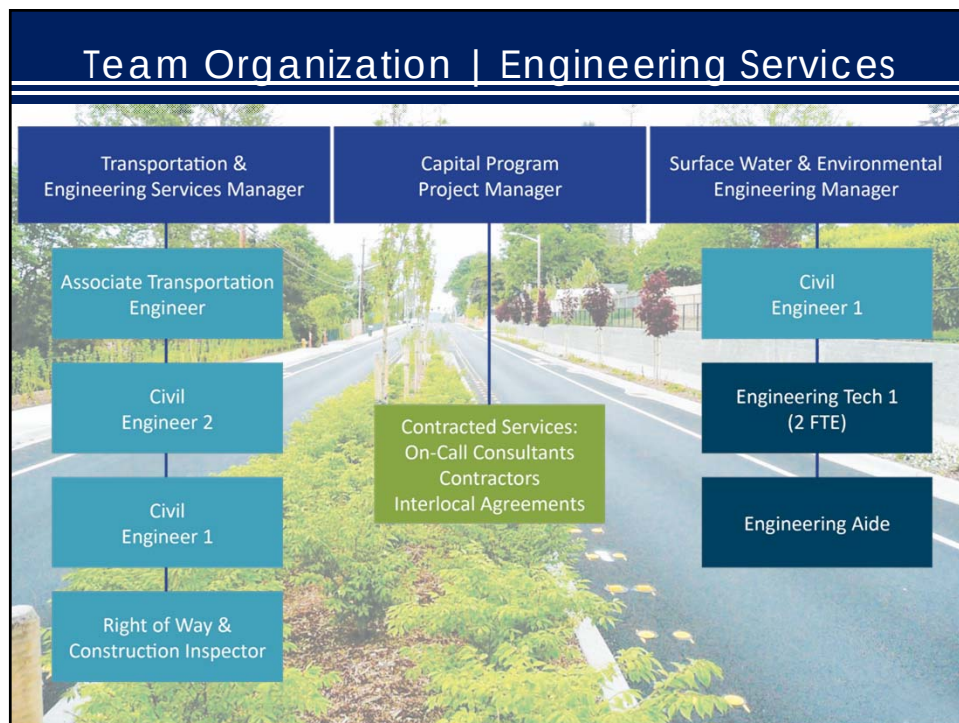
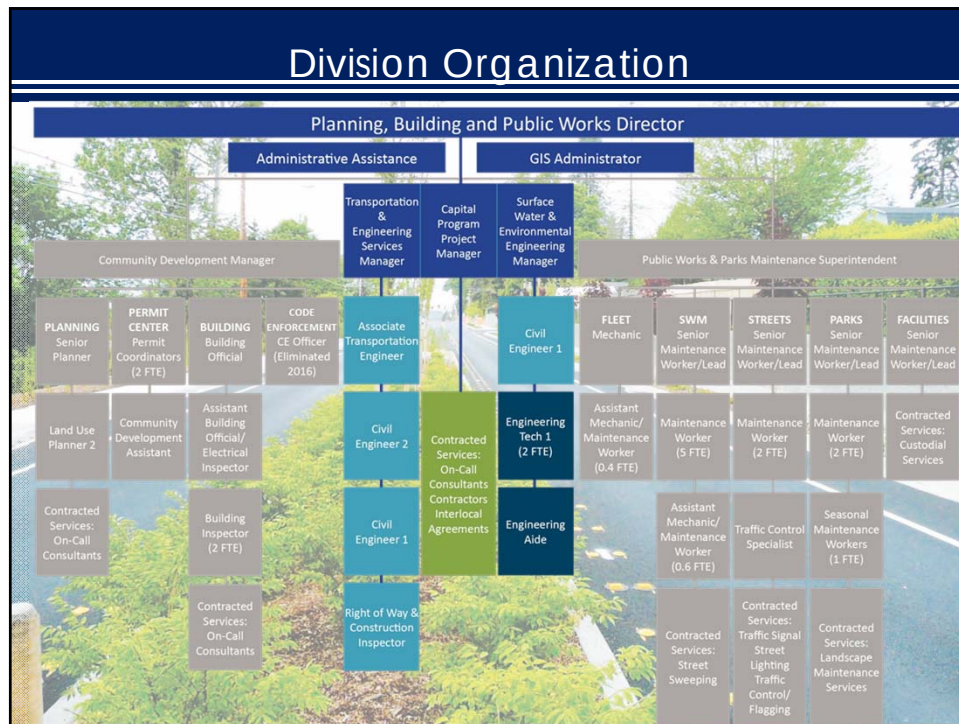
- ✓ Part 9a: Community Development
 - Part 9b: Engineering Services
 - Part 9c: Public Works & Parks Maintenance











Transportation & Engineering Services

Overview

- **Primary Function and Responsibility**
 - Traffic Operations & Safety
 - Infrastructure Management
 - Emergency Management
 - Liability & Risk Management
- **Secondary Functions**
 - Capital Improvement Projects
 - Development Services
 - Special Events
- **Coordination**
- **Planning**



Transportation & Engineering Services

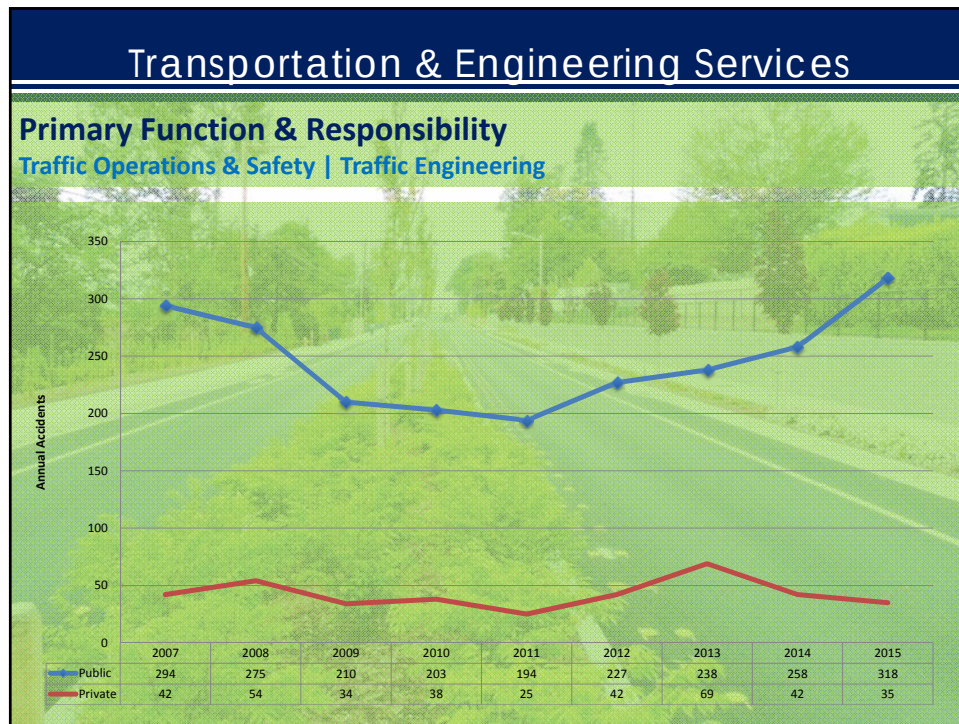
Primary Function & Responsibility

Traffic Operations & Safety | Duty

- **Operation of a complex Transportation System**
 - Vehicle and Pedestrian/Bicycle Safety.
 - Responding to safety concerns trump all other activities.
- **Users**
- **Case Law:**

"Cities are obligated to exercise ordinary care to maintain its infrastructure in a reasonably safe condition for persons using them in a proper manner and exercising due care for their own safety."
- **How?**
 - Engineering Analysis
 - Performance Evaluation (Is the infrastructure operating as it was designed)
 - Data gathering





Transportation & Engineering Services

Primary Function & Responsibility

Traffic Operations & Safety | Traffic Engineering

- In the last 8 years 1,942 reported crashes.
 - 1,393 Property Damage Only
 - 545 Injury
 - 4 Fatal




Transportation & Engineering Services

Primary Function & Responsibility

Traffic Operations & Safety | Infrastructure Management

- **Direct and Manage Operations & Maintenance Activities**
- **Asset Management and Inspections**
 - *Infrastructure & assets are an investment. They must be maintained and accounted for.*
 - Infrastructure & Assets
 - 105 Miles of Street (215 lane miles)
 - 75 miles of striping and RPM's
 - 4,097 traffic signs
 - 1,421 pavement markings
 - 20 Traffic signals
 - 17 Electronic Traffic Control Devices (RRFB's, Driver Feedback Signs, etc.)
 - 1,705 PSE owned Street Lights & 77 City owned Street Lights
- **Traffic Control Devices** – Authority of the Traffic Engineer
 - Federal and State law guides the installation and management of traffic control devices.

Transportation & Engineering Services

Primary Function & Responsibility

Traffic Operations & Safety | Infrastructure Management



Transportation & Engineering Services

Primary Function & Responsibility

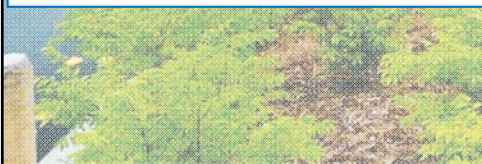
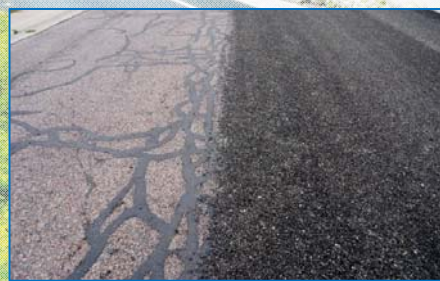
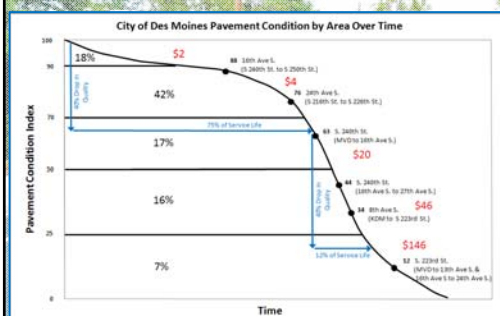
Traffic Operations & Safety | Infrastructure Management



Transportation & Engineering Services

Primary Function & Responsibility

Traffic Operations & Safety | Infrastructure Management



Transportation & Engineering Services

Primary Function & Responsibility

Traffic Operations & Safety | Infrastructure Management



Transportation & Engineering Services

Primary Function & Responsibility

Traffic Operations & Safety | Infrastructure Management



Transportation & Engineering Services

Primary Function & Responsibility

Traffic Operations & Safety | Infrastructure Management



Transportation & Engineering Services

Primary Function & Responsibility

Traffic Operations & Safety | Emergency Management



Traffic Operations & Safety



Liability & Risk Management | WCIA

-
- A close-up portrait of a man with a light beard and mustache, smiling slightly. He is wearing a black chin strap helmet that is completely covered in clear, inflated bubble wrap. The background is a soft, out-of-focus green, suggesting an outdoor setting.

Transportation & Engineering Services

Primary Function & Responsibility

Liability & Risk Management

	Claim Loss History						
	2010	2011	2012	2013	2014	2015	
Community Development				\$2,287		\$10,000	
Engineering Services		\$315	\$4,033				
Public Works & Parks			\$516	\$6,200			
Totals:	\$0	\$315	\$4,549	\$8,487	\$0	\$10,000	\$23,351



Transportation & Engineering Services

Secondary Functions

- **Capital Improvements** – Building and maintaining infrastructure (roadways, sidewalks, bikelanes, trails)
 - *Prioritization of capital improvements – needs are extensive, however resources are limited, prioritization of capital improvements is necessary. This prioritization is done through the development of the Comprehensive Transportation Plan, the 20-year Transportation Plan, and the 6-year Capital Improvement Plan.*
 - *Priority arrays – Guardrail needs/Sidewalk needs/Pavement Overlay needs*
- **Development Review** – Responsible for reviewing transportation impact of new development. Impacts include traffic, new infrastructure, access, etc..
- **Special Events**



Transportation & Engineering Services

Secondary Functions

Capital Improvement Projects



Transportation & Engineering Services

Secondary Functions

Development Services



Review of commercial and residential projects

Transportation & Engineering Services

Secondary Functions

Development Services

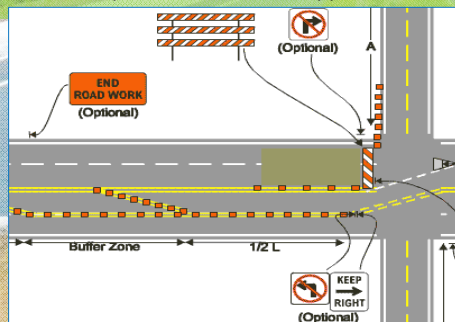


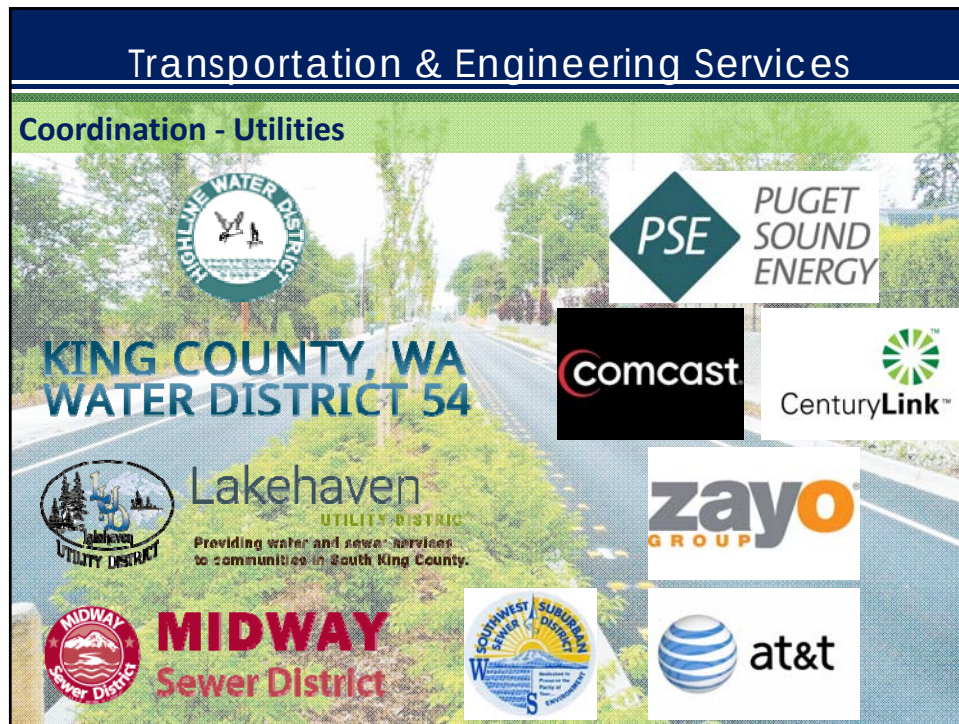
Transportation & Engineering Services

Secondary Functions

Special Events

- **City Sponsored Events**
 - 4th of July
 - Waterland Parade
 - Redondo Bonfire/Christmas ship
- **Private Events**
 - Special Event Permit Applications







Transportation & Engineering Services

Coordination - Transit



Transportation & Engineering Services

Coordination - Organizations

- **Professional Organizations**
 - ITE
 - APWA
 - ASCE
- **Regional MPO's & Committees**
 - PSRC
 - RPEC
 - KCPEC
 - TPB
 - SCAT Board (TAC)
 - SKC PW Directors
 - KC PW Directors
 - ACE
- **State Committees & Organizations**
 - AWC
 - MRSC



Transportation & Engineering Services

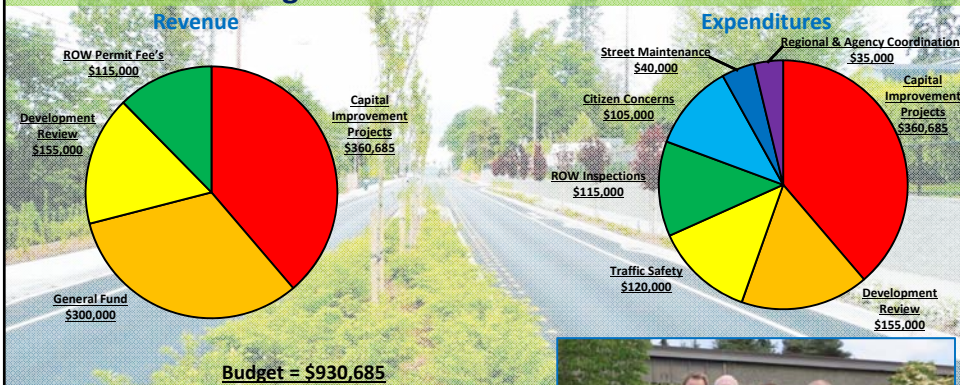
Planning

- Comprehensive Transportation Plan (CTP)
 - Transportation Element
 - Transportation Impact Fee's
- Transportation Improvement Plan (TIP)
- 6-year Capital Improvement Plan
- Title 12 DMMC
- Street Design & Construction Standards



Transportation & Engineering Services

Personnel and Budget



- 5 FTE's
- Transportation and Engineering Services Manager
- Associate Transportation Engineer
- Civil Engineer II
- Civil Engineer I
- Right-of-Way Inspector



Surface Water & Environmental Engineering

Overview

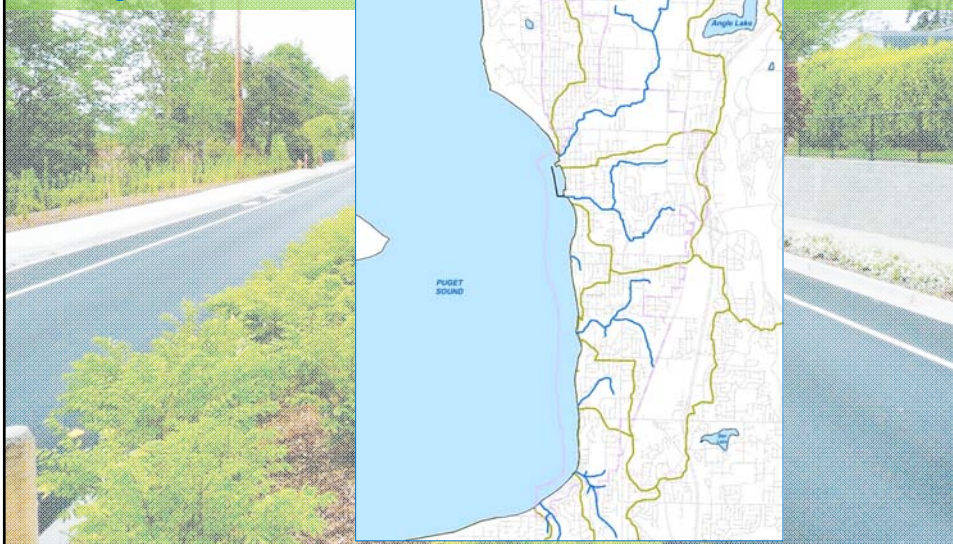
- **Primary Function and Responsibility**
 - *Protecting the Environment*
 - *NPDES Permit*
 - *Control Surface Water Runoff from Impervious Surfaces*
 - *Surface Water Detention and Treatment*
 - *Control and Manage Flooding*
 - *Infrastructure Management*
- **Secondary Functions**
 - *Capital Improvement Projects*
 - *Development Services*
- **Coordination**
- **Planning**



Surface Water & Environmental Engineering

Primary Function & Responsibility

Protecting the Environment







Surface Water & Environmental Engineering

Primary Function & Responsibility

Protecting the Environment



Surface Water & Environmental Engineering

Primary Function & Responsibility

Protecting the Environment





Surface Water & Environmental Engineering

Primary Function & Responsibility

Protecting the Environment



Surface Water & Environmental Engineering

Primary Function & Responsibility

NPDES Permit

Five Permit Components used to reduce pollution

- **Component #1 - Public Education and Outreach**
 - *Public Involvement and Participation*
 - *Illicit Discharge Detection and Elimination*
 - *Controlling Runoff from Development and Construction*
 - *Municipal Operations and Maintenance*
- **Component #2 – Volunteer cleanup events, Car Wash Kit program, Storm drain marker program**
- **Component #3 – Mapping the City's stormwater infrastructure and tracking down sources of pollution**
- **Component #4 – Upcoming Development L.I.D. Standards**
- **Component #5 - Catch basin vactoring, facility maintenance and cleaning, street sweeping**





Surface Water & Environmental Engineering

Primary Function & Responsibility

Surface Water Treatment



Surface Water & Environmental Engineering

Primary Function & Responsibility

Control and Manage Flooding



Surface Water & Environmental Engineering

Primary Function & Responsibility

Infrastructure Management

- Oversight of Operations and Maintenance
- 4,832 Catch Basins / 60 Manholes
- 85 miles of Storm pipe
- 19 miles of ditches
- 16 Detention Ponds
- 46 Detention Vaults
- 32 Treatment Facilities



Surface Water & Environmental Engineering

Secondary Functions

Capital Improvement Project



Surface Water & Environmental Engineering

Secondary Functions

Development Services




**KING COUNTY, WASHINGTON
SURFACE WATER
DESIGN MANUAL**

Surface Water & Environmental Engineering

Coordination - Agencies



DEPARTMENT OF
ECOLOGY
State of Washington



**US Army Corps
of Engineers®**



**KING COUNTY
FLOOD CONTROL
DISTRICT**



Washington
Department of
**FISH and
WILDLIFE**



KCD
King Conservation District



**GREEN / DUWAMISH
AND
CENTRAL PUGET SOUND
WATERSHED**



FEMA

WRIA 9

Surface Water & Environmental Engineering

Planning

- Surface Water Comprehensive Plan
 - SWM Rates
- 6-year Capital Improvement Plan
- Title 11 DMMC
- Low Impact Development Standards



Surface Water & Environmental Engineering

Common Misunderstandings

- Private Property & Surface Water
- The City does not manage surface water on private properties
(the City does review private development to ensure that development standards are being met).
- Resident crawl space issues are usually related to persistent groundwater problems that are exacerbated by plugged foundation drains, cracks in the foundation, or surface draining downspouts.



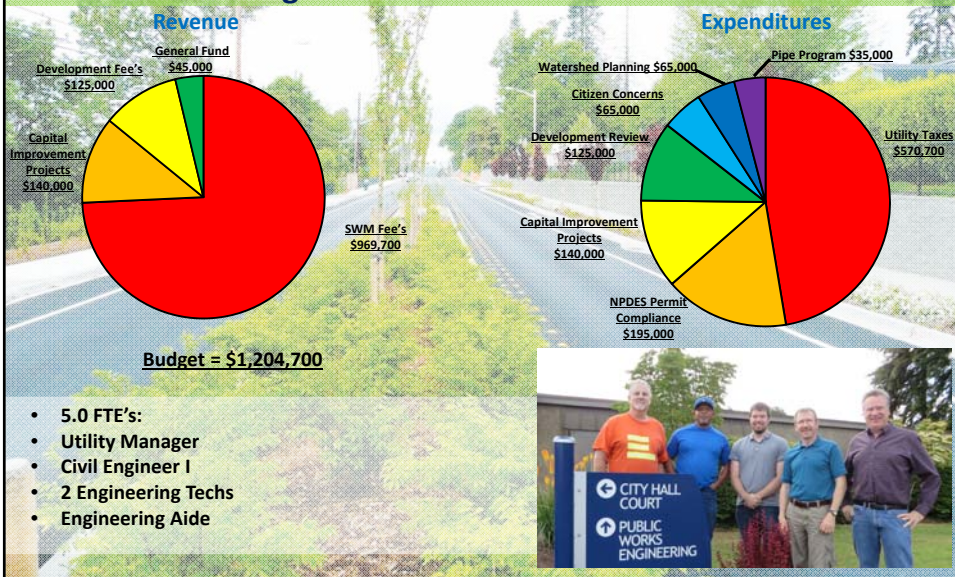
Surface Water & Environmental Engineering

Common Misunderstandings

- The City does not generally involve itself with surface water impacts/disputes between property owners but only when there is a potential City code violation.
- A City or public drainage easement does not imply ownership of the property, but allows the City to maintain the public infrastructure (usually catch basins, pipes and ditches) as specified in the easement provisions.
- The City does not conduct maintenance or construction activities on private property.

Surface Water & Environmental Engineering

Personnel and Budget



Capital Improvement Program

Capital Improvement Projects

- **Transportation Projects**
 - Roadways
 - Pedestrian and Bicycle Facilities
 - Traffic Signals and Traffic Control Devices,
 - Trails
 - Safety Projects
- **SWM Projects**
 - Flood control
 - Culvert Replacements
 - Pond and Vaults
- **Municipal Capital Improvements (MCI)**
 - Large Scale Facility Repairs
 - Parks & playgrounds
- **Facility Repair & Replacement (Fund 506)**
 - Planned facility repairs



Capital Improvement Program

Capital Improvement Projects

- **Project Phases**
 - Planning and Development
 - Preliminary Design & Engineering
 - Right-of-Way Acquisition
 - Final Design & Engineering
 - Contract Procurement & Bidding
 - Construction
 - (Management and Inspection)
- **In-House Resources**
- **Consultant Support**

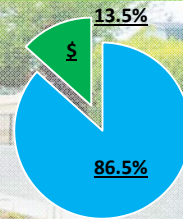


Capital Improvement Program

Funding

Federal Grants

- **FHWA (Federal Highway Administration)** – funded Boardwalk repairs
- **FEMA (Federal Emergency Management Agency)** – funded landslides (DMMD, MVD)
- **STP (Surface Transportation Program)** – funded 24th Ave South
- **CMAQ (Congestion Mitigation and Air Quality)** – funded Barnes Creek Trail design
- **SRTS (Safe Routes to School)** – funded South 268th Street improvements
- **BRAC (Bridge Replacement Advisory Committee)** – funded retrofit of North Twin Bridge and Saltwater State Bridge
- **CDBG (Community Development Block Grants)**



Capital Improvement Program

Funding

Federal Grants – The Deck is Stacked.....



Capital Improvement Program

Funding

State Grants

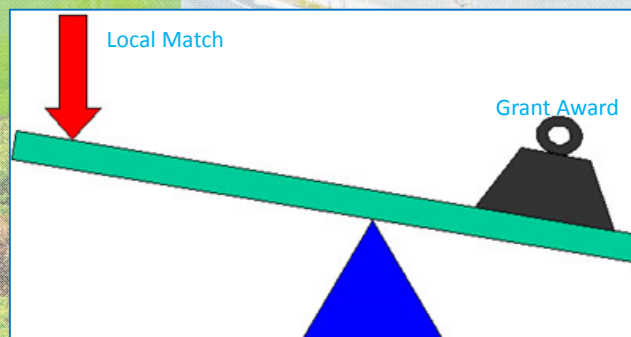
- HSIP (Highway Safety Improvement Program)
- SRTS (Safe Routes to School)
- PED/BIKE
- TIB (Transportation Improvement Board) – funded 16th Ave S, 216th Seg. 2, 216th Seg 1a, Boardwalk repairs
- FMSIB (Freight Mobility Strategic Investment Board) – funded 216th Seg 1a
- LEGISLATIVE APPROPRIATIONS – funded Boardwalk repairs
- State grants also require matches, in some cases, such as TIB (Transportation Improvement Board) the local match is between 40-60%.
- All grants (whether State or Federal) are highly competitive and staff must submit projects and prepare applications that highlight the potential investment. Statewide and within the Puget Sound region, there is far more infrastructure need than available resources.

Capital Improvement Program

Funding

Local

- Sources for Local Match Requirements
 - Traffic Impact Fees
 - In-Lieu Fees
 - Fuel Tax
 - Transportation Benefit District
 - REET 1
 - REET 2
- Leverage
- Gateway = \$20 M



Capital Improvement Program

Funding

CA Authority

- All Federal and State Projects are Administered by the Washington State Department of Transportation's Highways and Local Programs Division
- Local Agencies granted "CA authority" *save time and money*, since the agency has the authority to develop, advertise, award and manage its own projects.
- CA Requirements
- Projects must be administered in accordance with the LAG manual.
- Projects must be administered by a Licensed Professional Civil Engineer registered in Washington State, who is either on the staff as a public employee, or is a contract employee designated as the agency's Engineer.
- The agency shall have sufficient expertise and capability to perform and supervise design, PS&E, and construction administration phases.
- The local agency must have designated official approving authority for all WSDOT delegated project approvals

Capital Improvement Program

Successful Projects

APWA Project of the Year



Capital Improvement Program

Successful Projects

Transportation Gateway Project



Capital Improvement Program

Successful Projects

Pacific Highway South



Capital Improvement Program

Successful Projects

Redondo Boardwalk Project

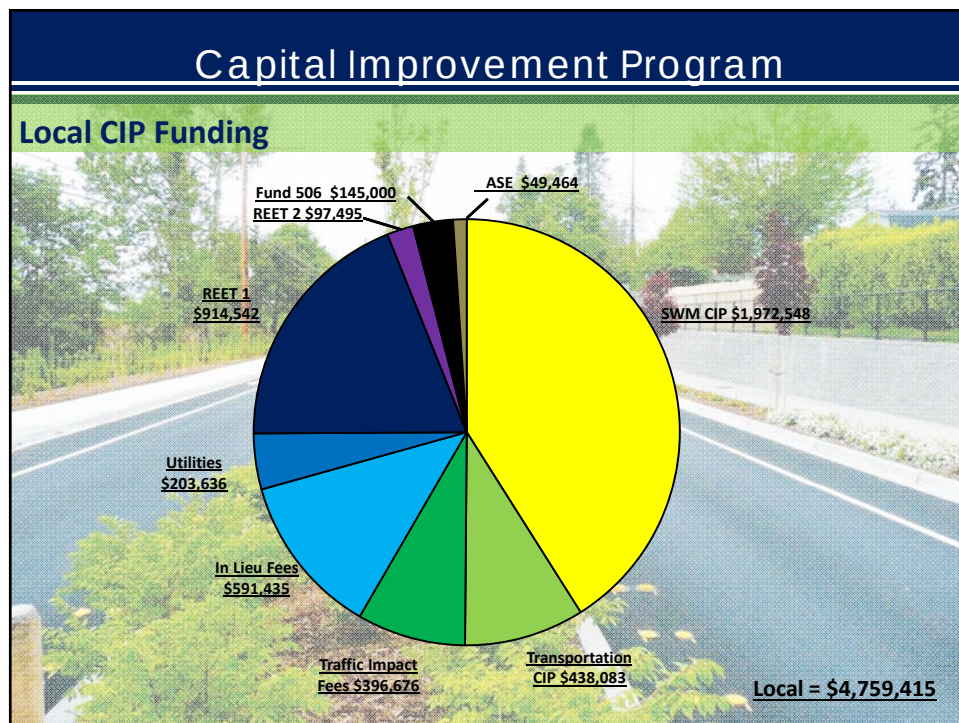
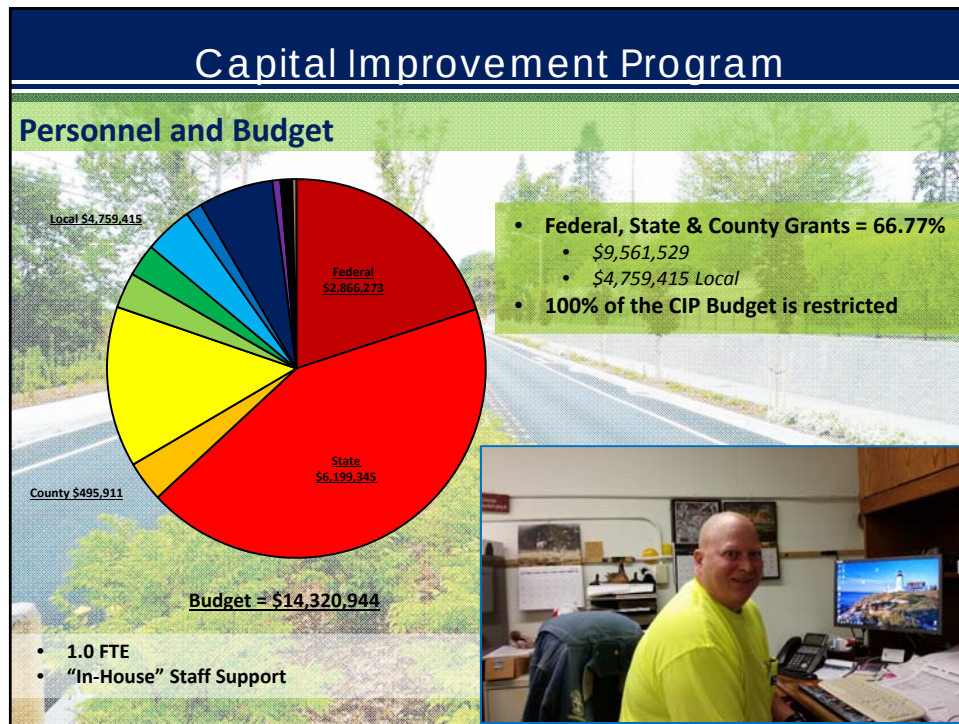


Capital Improvement Program

2016 CIP Projects

- **MCI Projects**
 - Field House Tennis Court Resurface
 - DMBP Picnic Shelter
 - Parkside Playground & Soil Remediation
- **Facility Repair Projects (Fund 506)**
 - Council Chambers Lighting
 - Field House Roof Replacement
- **Transportation Projects**
 - Saltwater Bridge Seismic Retrofit
 - South 216th Street – Segment 1A
 - 24th Ave. South - Gateway
 - South 224th Street – Pacific Ridge
 - Barnes Creek Trail
 - Midway Elementary SRTS
 - Traffic Calming
 - South 268th Street Sidewalk Project
 - Redondo Boardwalk
- **SWM Projects**
 - Barnes Creek Culvert
 - Lower Massey Creek
 - South 251st Street Outfall

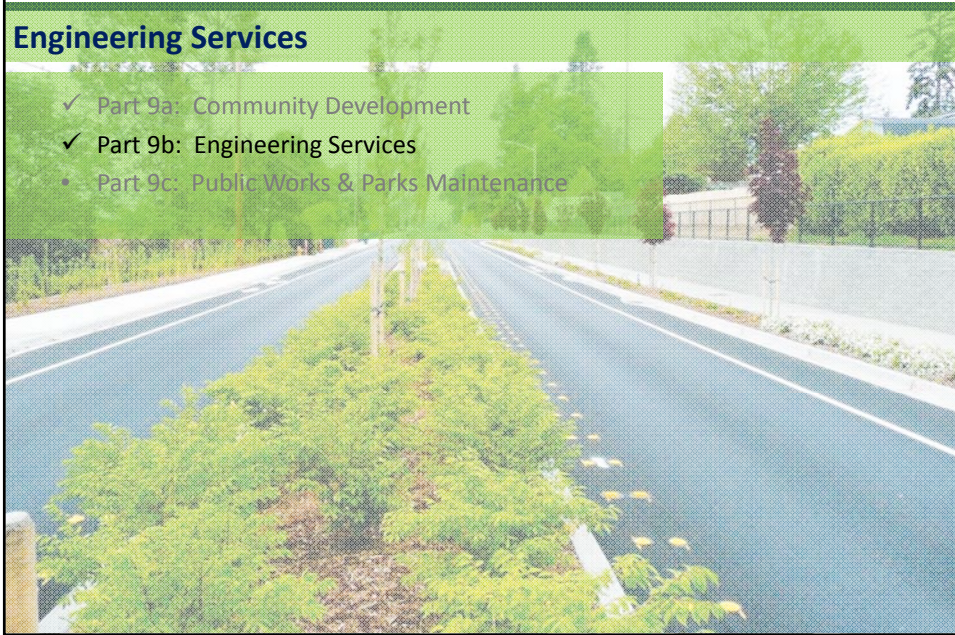


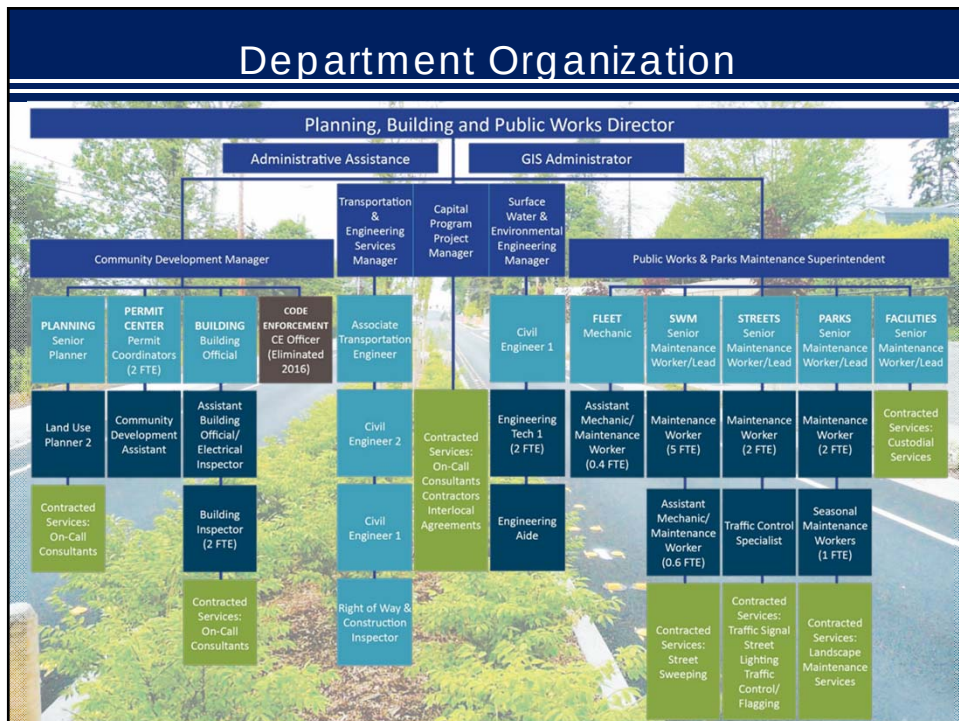


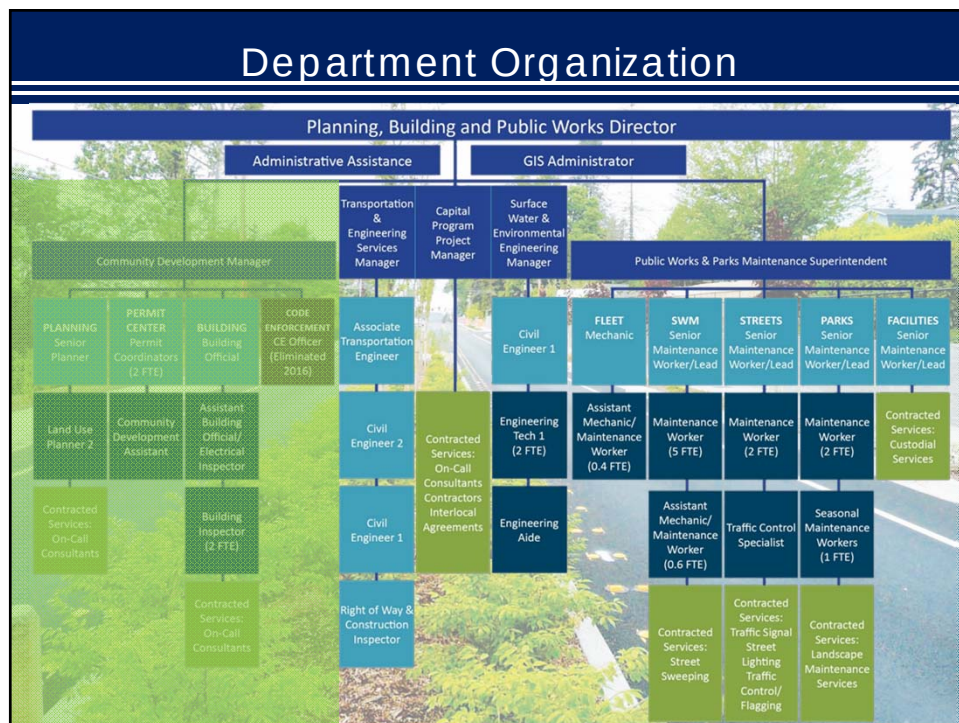
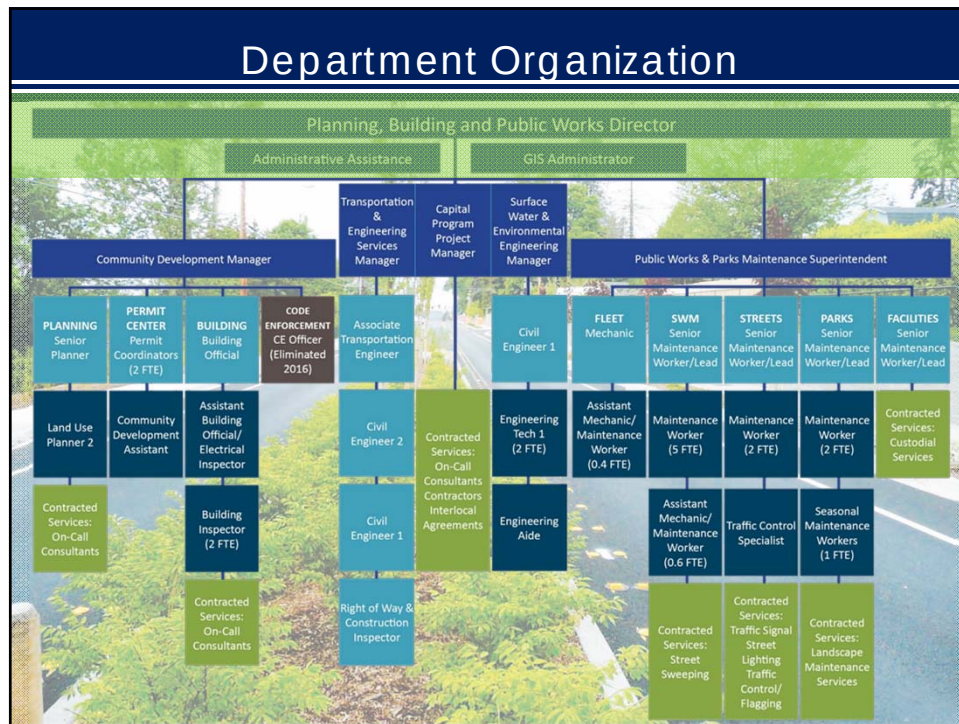
City Government 101

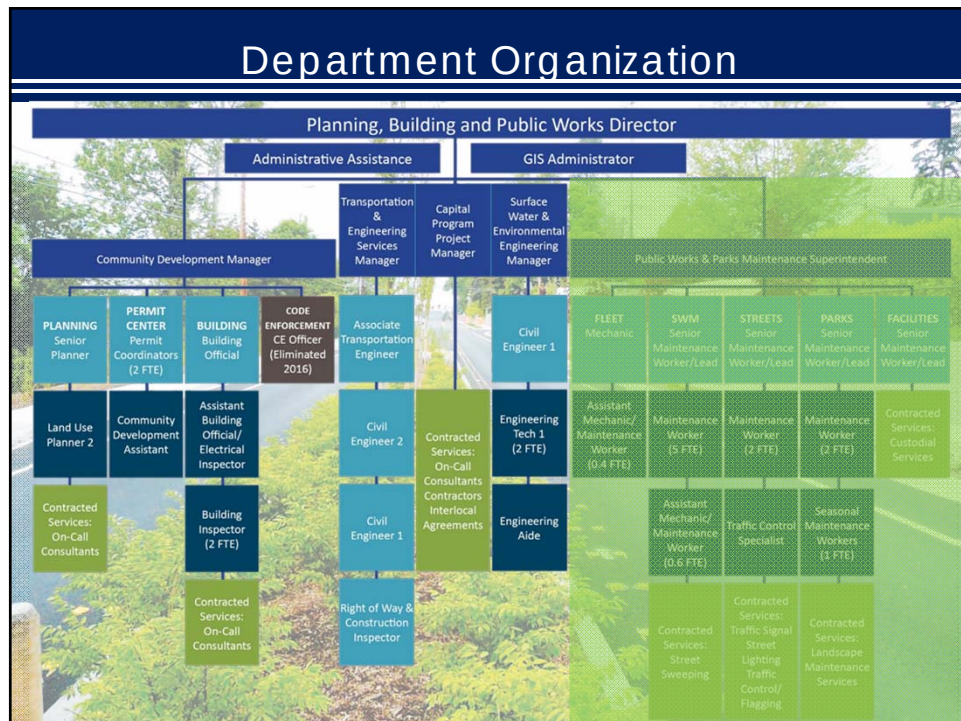
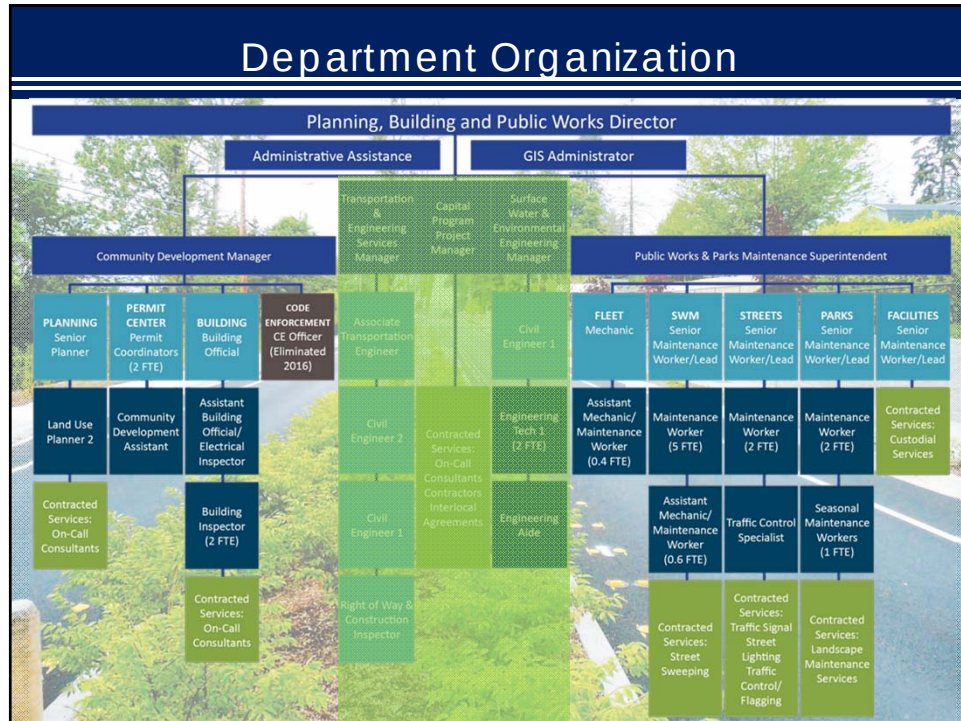
Engineering Services

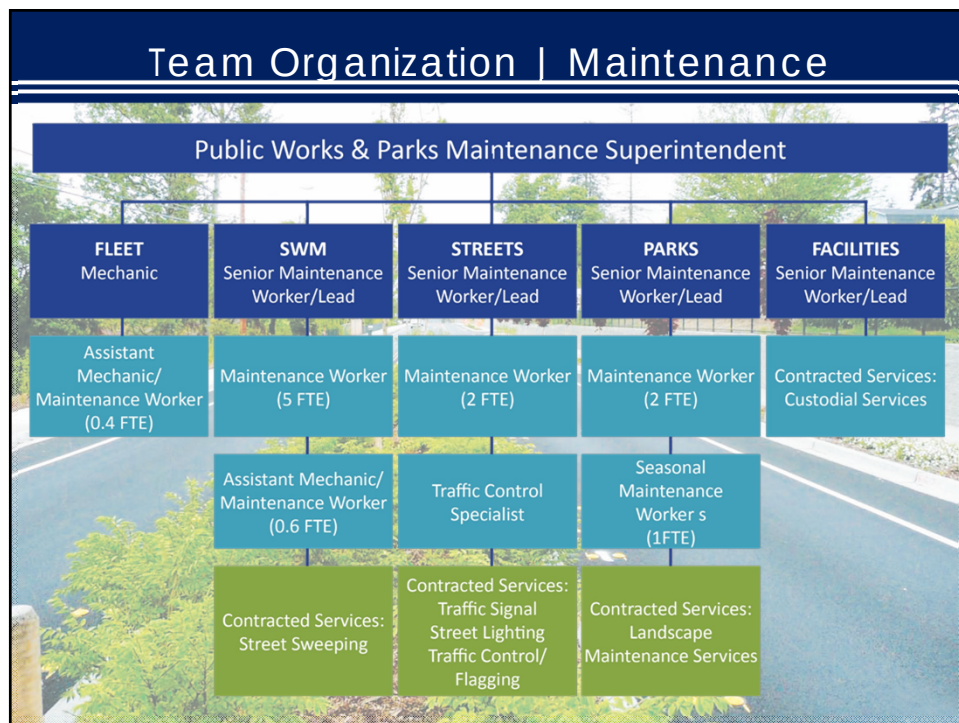
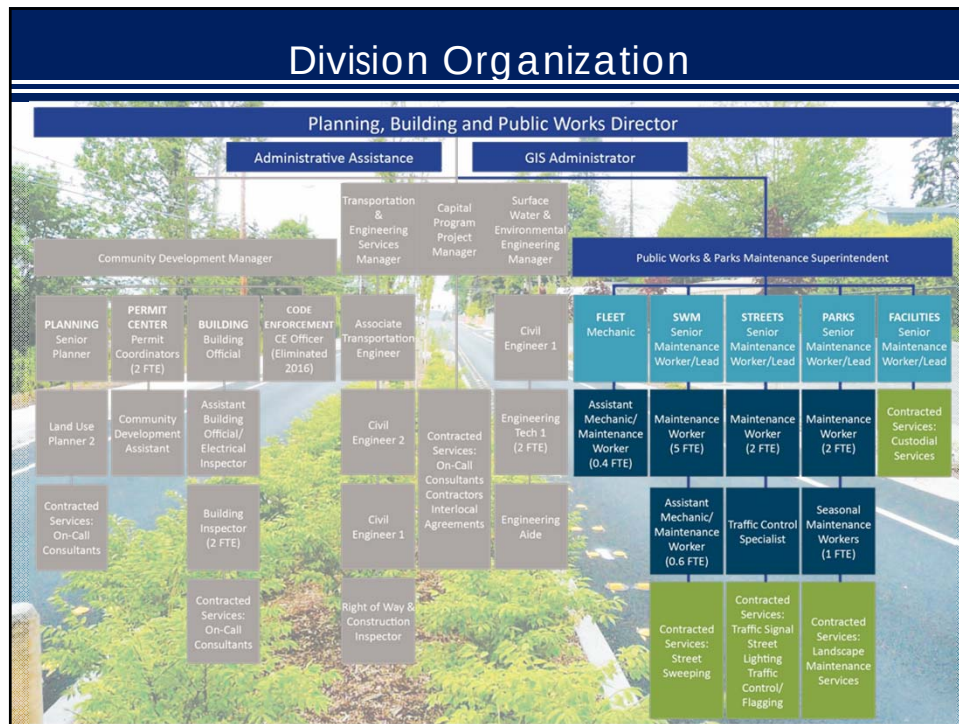
- ✓ Part 9a: Community Development
- ✓ Part 9b: Engineering Services
- Part 9c: Public Works & Parks Maintenance











Fleet Maintenance

Managing Assets

Vehicles & Heavy Equipment



Fleet Maintenance

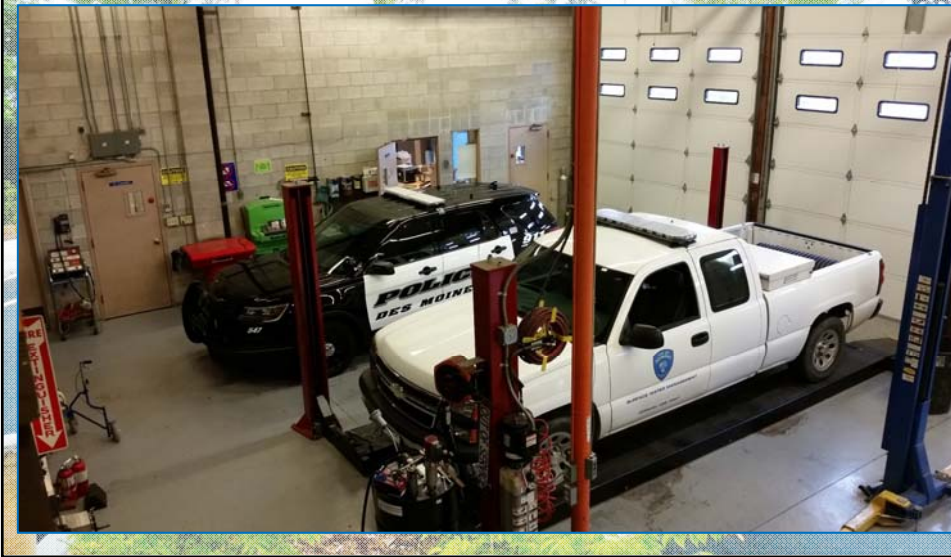
Managing Assets

Small Tools & Equipment



Fleet Maintenance

Mechanic Shop



Fleet Maintenance

Services

- **Vehicle Service, Repairs and Routine Maintenance**
 - Oil changes
 - Fluid checks and service
 - Brakes
 - Tire rotations and replacements
 - Electrical service (lights and communications equipment)
 - Misc. needs (wipers, tires chains, minor vehicle detailing)
- **Order and track parts**



Fleet Maintenance

Services – Oil Changes



Fleet Maintenance

Services – Brakes

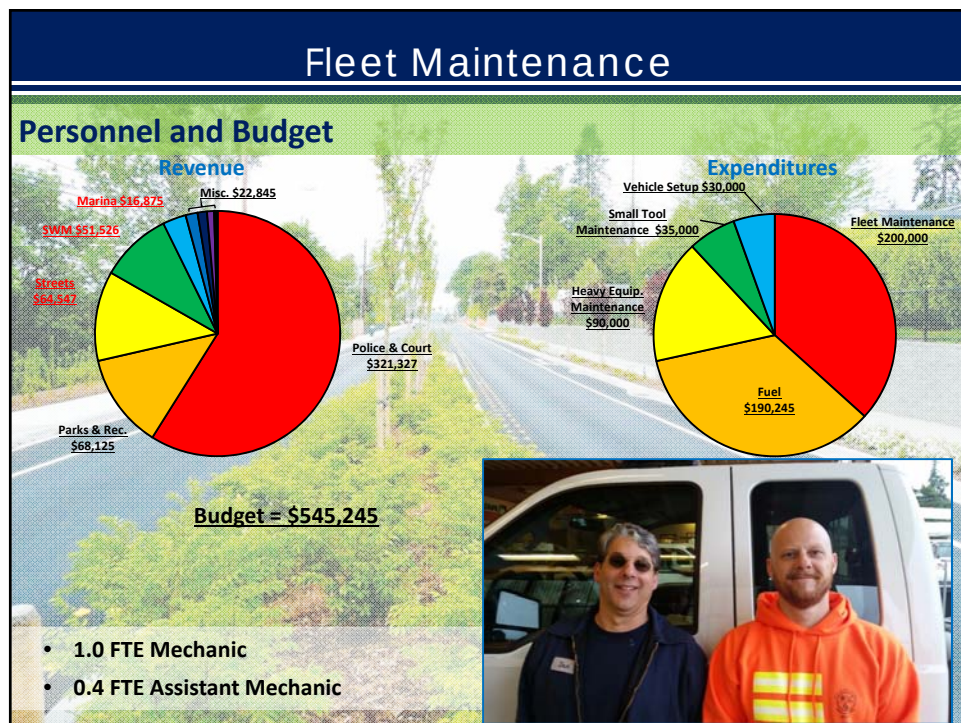


Fleet Maintenance

Services

- Fuel system (PW Yard)
- Coordinate 3rd party service and repairs
 - Warranty services
 - Major service (transmission replacements & engine repairs)
 - Collision repairs
- Prepping specs for purchase of new vehicles
- Setup of new vehicles
- Surplus of out-going vehicles
- Forklift trainer
- CDL trainer



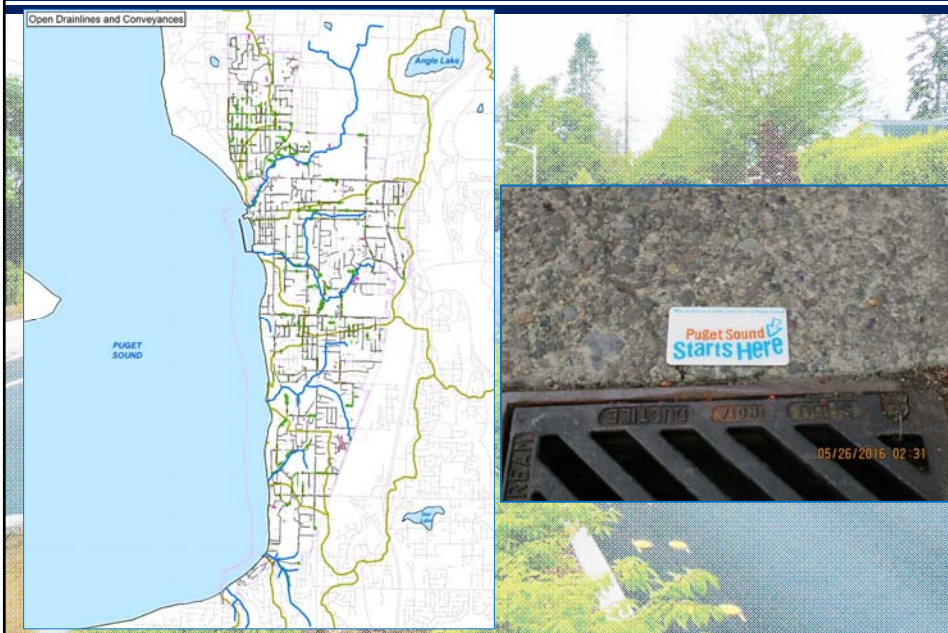


SWM Maintenance

Surface Water Management



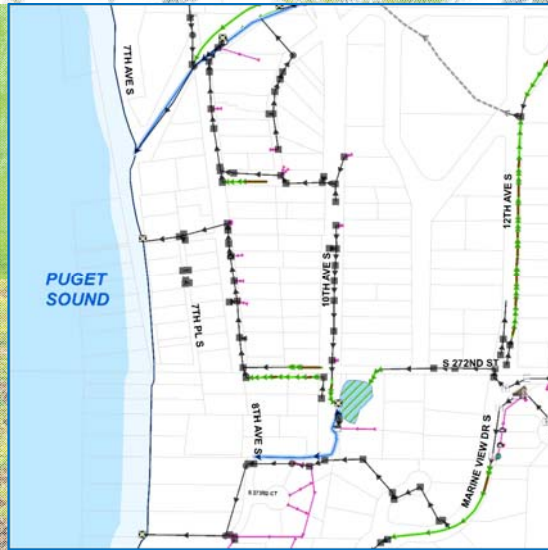
SWM Maintenance



SWM Maintenance

Asset Management

- 4,832 Catch Basins / 60 Manholes
- 85 miles of Storm pipe
- 19 miles of ditches
- 16 Detention Ponds
- 46 Detention Vaults
- 32 Treatment Facilities



SWM Maintenance

Basin Cleaning, Inspection and Repair



SWM Maintenance

Basin Cleaning, Inspection and Repair



SWM Maintenance

Ditch Maintenance



SWM Maintenance

Storm Ponds and Treatment Facilities



SWM Maintenance

Detention Vaults



SWM Maintenance

Street Sweeping



SWM Maintenance

Programs and Functions

- Inspections
- Asset Repair and Maintenance
- Pipe Program
- Utility Locates
- CMP Pipe Assessments and Replacements
- Flooding and Emergency Response



SWM Maintenance

Pipe Program

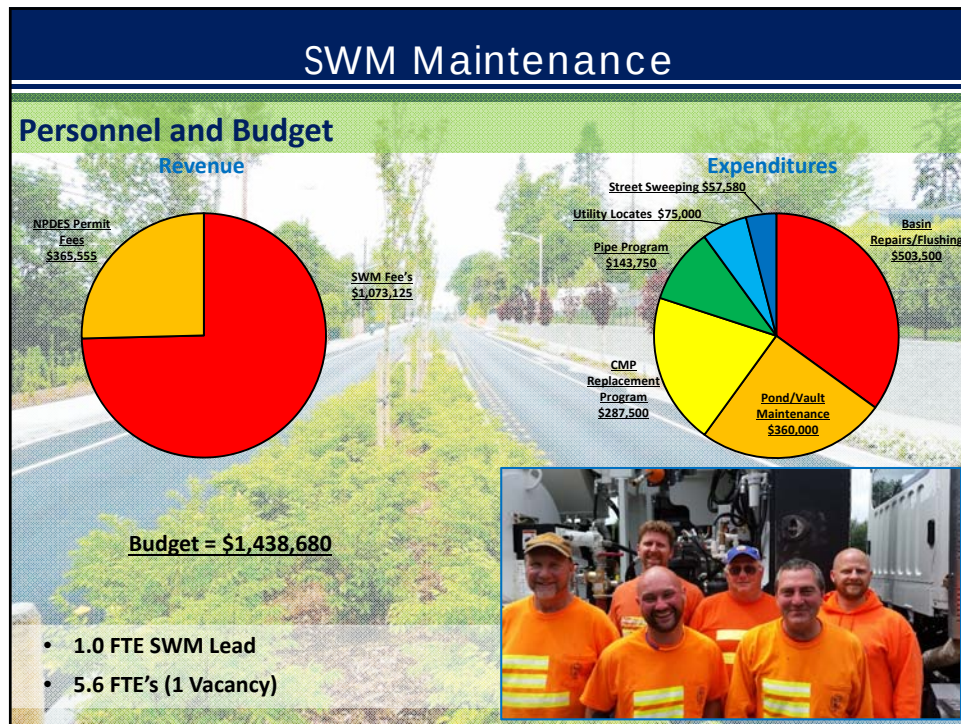


SWM Maintenance

Utility Locates







Street Maintenance

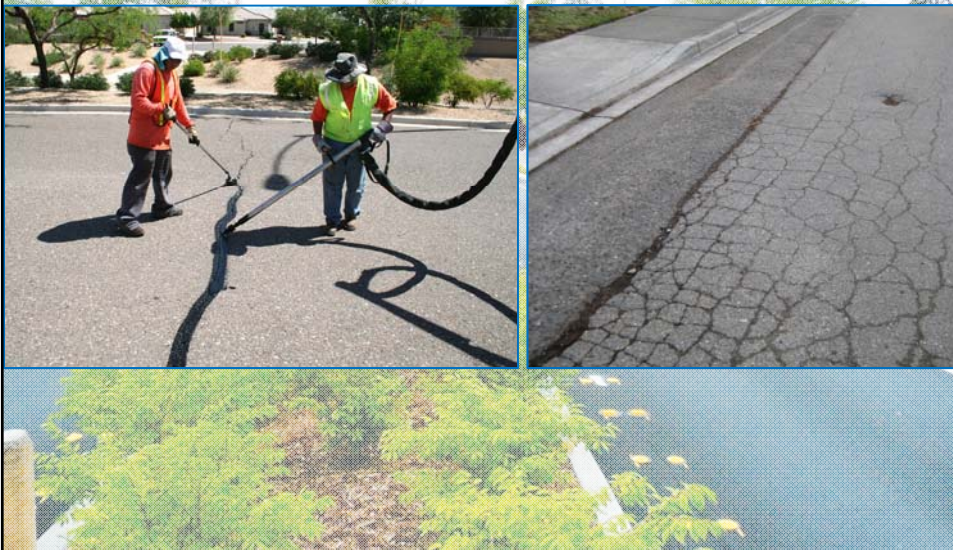
Infrastructure & Assets

- 105 Miles of Street (215 lane miles)
- 75 miles of striping and RPM's
- 4,097 traffic signs
- 1,421 pavement markings
- 140 guide posts
- 15,350 feet of Guardrails
- 20 Traffic signals
- 17 Electronic Traffic Control Devices
 - RRFB's
 - Driver Feedback Signs
 - Traffic Calming Devices
- 1,705 PSE owned Street Lights
- 77 City owned Street Lights



Street Maintenance

Pavement Management



Street Maintenance

Pavement Management



Street Maintenance

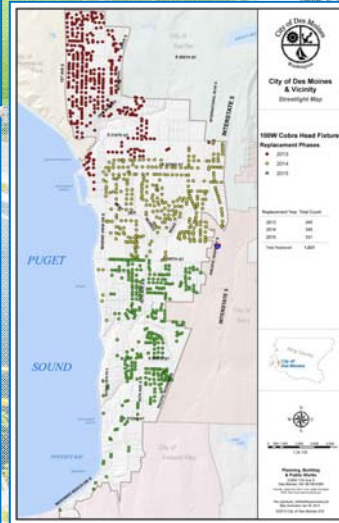
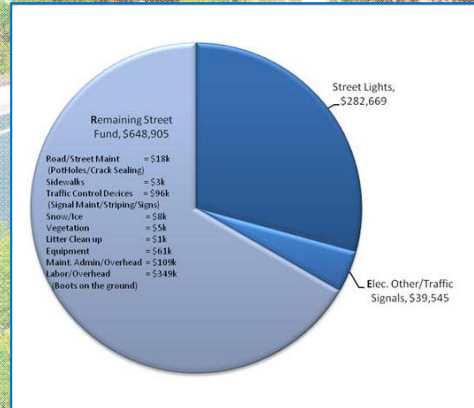
Traffic Signals and Street Lighting



Street Maintenance

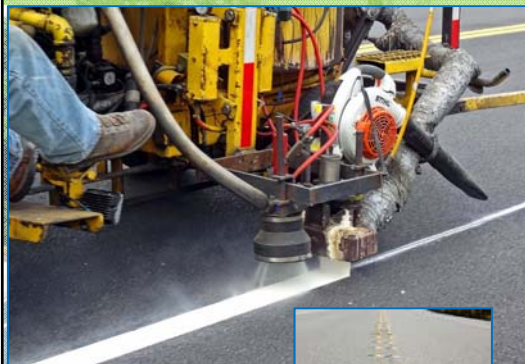
Conversion to LED Illumination

- Convert 100W HPS to LED
- 1,021 Fixtures Over 3 Years
- Annual City Savings = \$45,000



Street Maintenance

Signing, Striping, and Markings



Street Maintenance

Vegetation Control



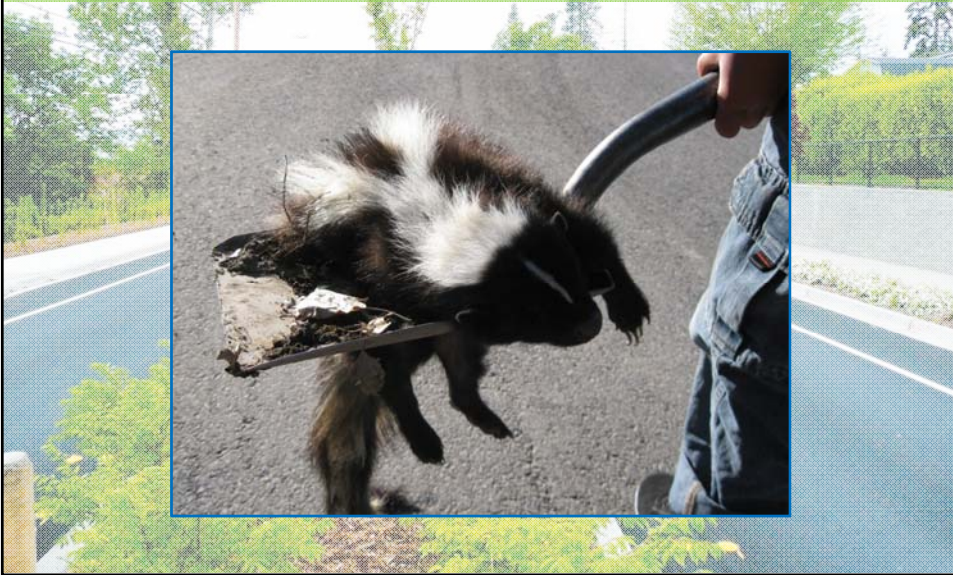
Street Maintenance

Litter



Street Maintenance

Dead Animals



Street Maintenance

Winter Storm Response



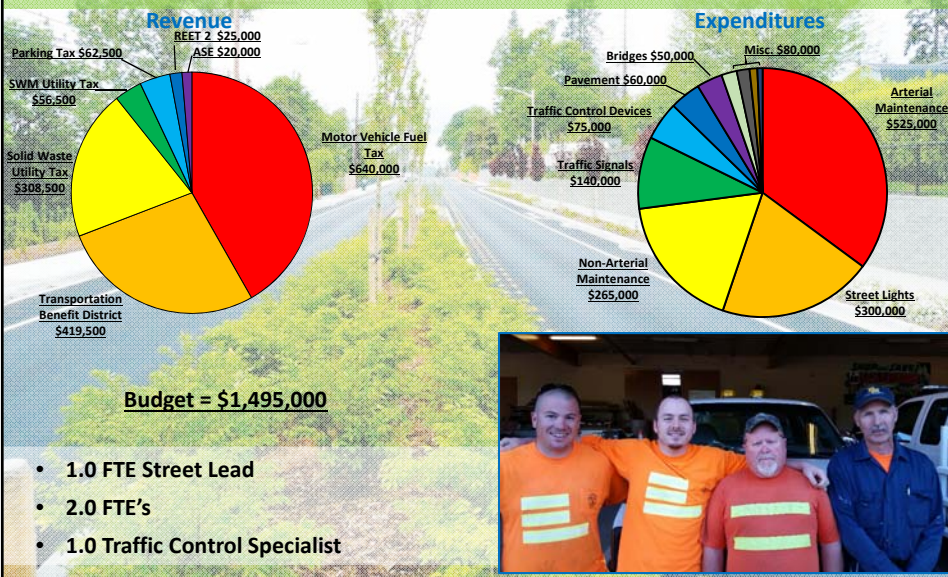
Street Maintenance

Emergency Response



Street Maintenance

Personnel and Budget



Park Maintenance



Park Maintenance

Infrastructure & Assets

- 129.21 acres of park space
- 31 parks and green spaces
- 7 playgrounds
- 5 ballfields
- Skate Park
- 2 Tennis courts
- 26 irrigation systems
- 4 basketball courts
- Around 10 miles of streetscapes (barking, pesticide, irrigation)
- 3 miles of trails (DMCT, Barnes Creek)
- 3 soccer fields on Fieldhouse fields
- 10 drinking fountains



Park Maintenance

Programs and Functions – Daily (as needed)

Park Rounds 5 days a week at 31 locations
(4-5 hours per day for 1 employee) includes:

- Liter pick-up
- Safety inspection
- Playground inspection
- Graffiti cleanup
- Vandalism repair
- Hard surface blowing (as needed)
- Bench and table inspection
- Watering flower pots
- Restroom inspection
- Mole patrol

Park Maintenance

Programs and Functions – Weekly (as needed)

Weekly mowing/line trimming at 13 Parks and Facilities
(also responsible for fertilizing these parks and pesticide applications)

- Underwood fields 2x per week
- Underwood commons
- Fieldhouse Fields
- Sonju Park
- Memorial Park (Flag Triangle)
- Barnes Creek Park
- Massey Creek Park
- Activity Center front
- Activity Center lawn
- Service Center
- 239th - Zenith overlook
- South 251st Street Park
- Midway Park Meadow

Park Maintenance

Playgrounds



Park Maintenance

Vandalism and Graffiti



Park Maintenance

Pet Waste



Park Maintenance

Hardscapes



Park Maintenance

Field Preparations



Park Maintenance

Parks & Ball Fields



Park Maintenance

Parks & Ball Fields



Park Maintenance

Irrigation



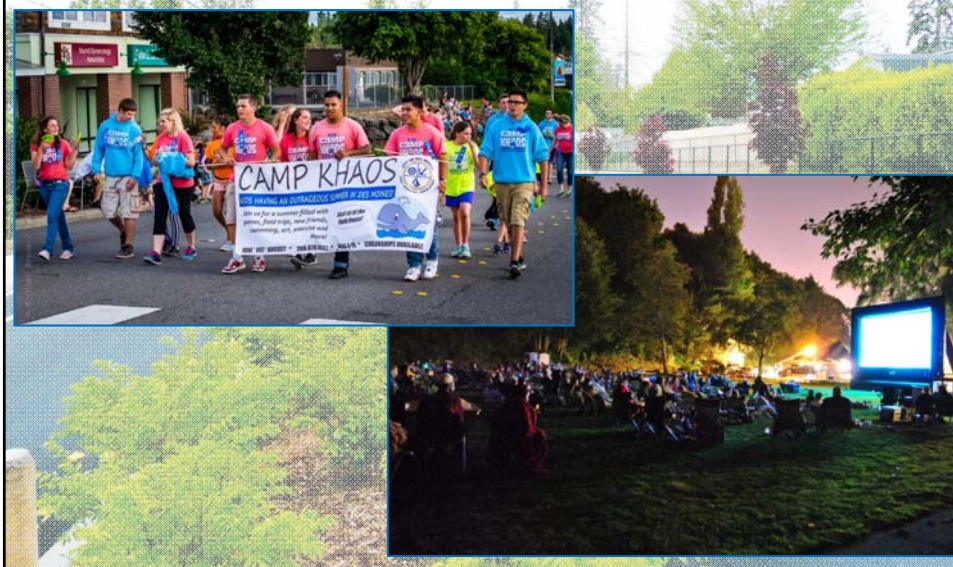
Park Maintenance

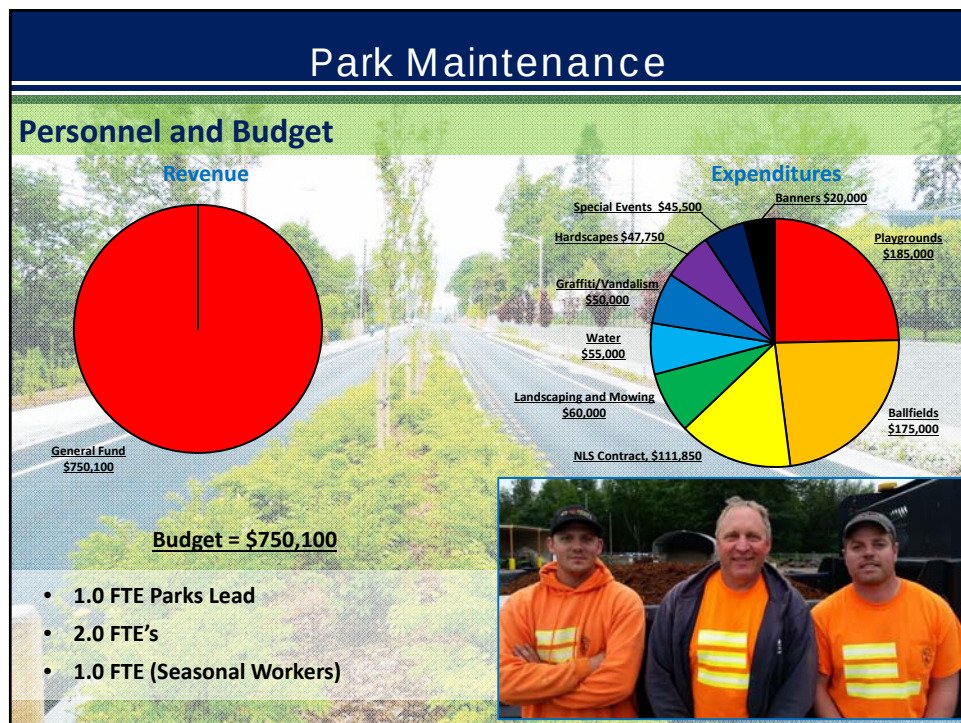
Landscape Maintenance



Park Maintenance

Special Events





Facilities Maintenance

Managing Assets



Facilities Maintenance

Programs and Functions – Daily (as needed)

Building Maintenance from normal wear and tear

Building Maintenance from vandalism

- Clean plugged drains and faucet screens
- Maintain and repair door closures and locks
- Make keys for buildings and vehicles
- Carpentry Work (framing, sheetrock, painting, flooring)
- Electrical Work (light bulbs, to low and high voltage wiring)
- Rearrange cubicles as needed
- Window and Glass Replacement

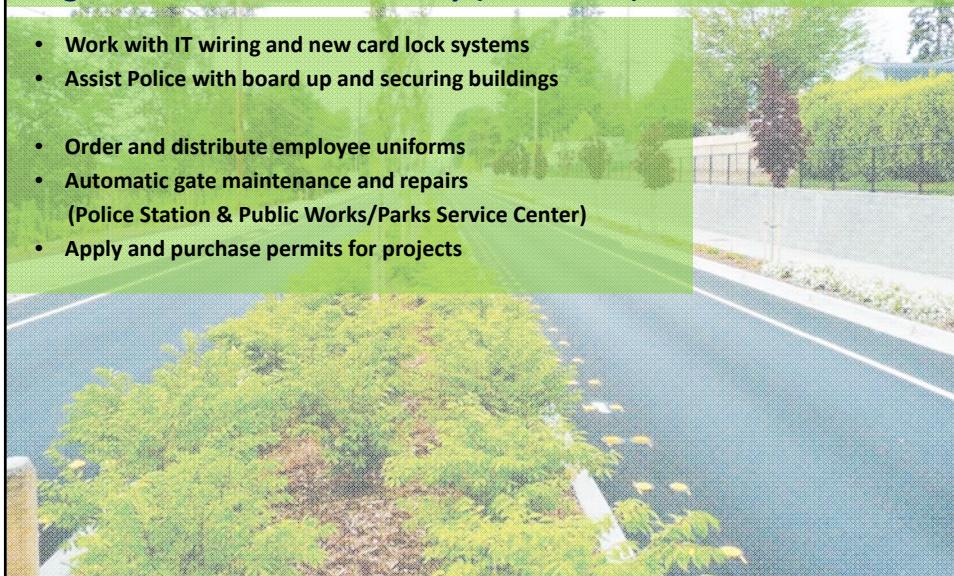
On call 24/7 for building emergency's (Fire/security alarm's)



Facilities Maintenance

Programs and Functions – Daily (as needed)

- Work with IT wiring and new card lock systems
- Assist Police with board up and securing buildings
- Order and distribute employee uniforms
- Automatic gate maintenance and repairs (Police Station & Public Works/Parks Service Center)
- Apply and purchase permits for projects



Facilities Maintenance

Programs and Functions – Monthly

- Check all fire extinguishers per L&I
- Check and restock first aid kits per L&I
- Check emergency lighting.
- Check eye wash stations (weekly)
- Check lighting and repair as needed
- Check AED's



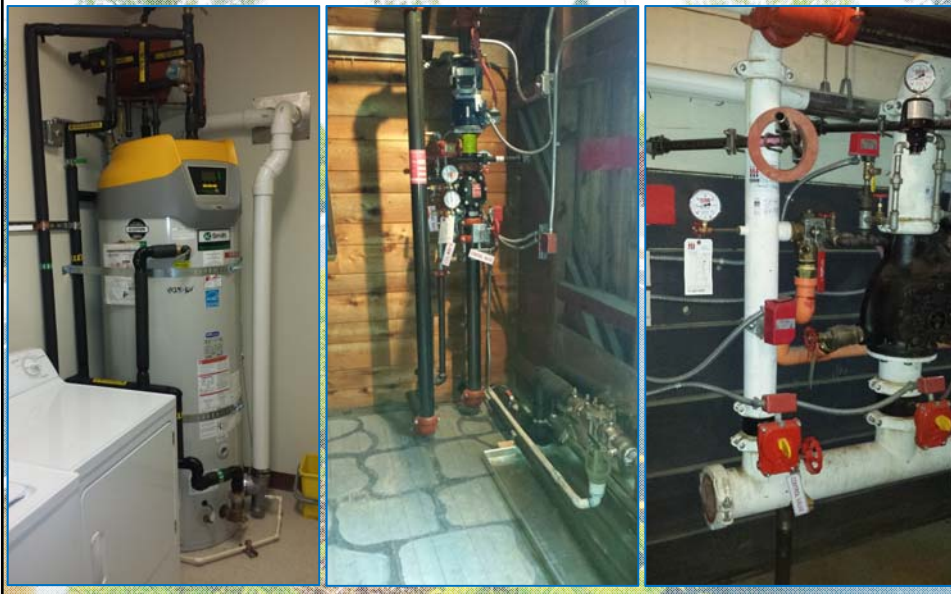
Facilities Maintenance

Programs and Functions – Yearly

- Fire Suppression systems inspection and certification (City Hall, Activity Center, Field House, Auditorium, Dining Hall) Schedule for repairs of deficiency's to Fire systems.
- Fire extinguisher inspection and recertification (75 City wide not including Marina)
- Building water backflow inspections and certification.
- Dining Hall and Activity Center kitchen hood fire suppression twice yearly.
- Dining Hall and Activity Center kitchen hood cleaning twice yearly.
- Hot water tank and air compressor tank inspections every two years.
- Change thermostats and lighting time clocks for time changes twice yearly.
- Clean gutters and roofs of leaves 3 to 4 time yearly



Facilities Maintenance



Facilities Maintenance



Facilities Maintenance



Facilities Maintenance

Contract and Vendor Support

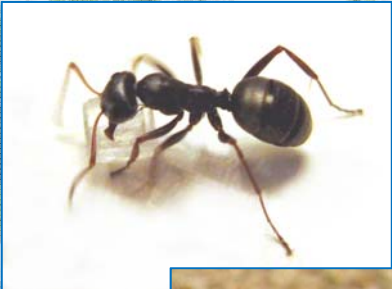
- Janitorial Contract
- HVAC Contract
- Security System contract(s)






Facilities Maintenance

Pest Control






Facilities Maintenance

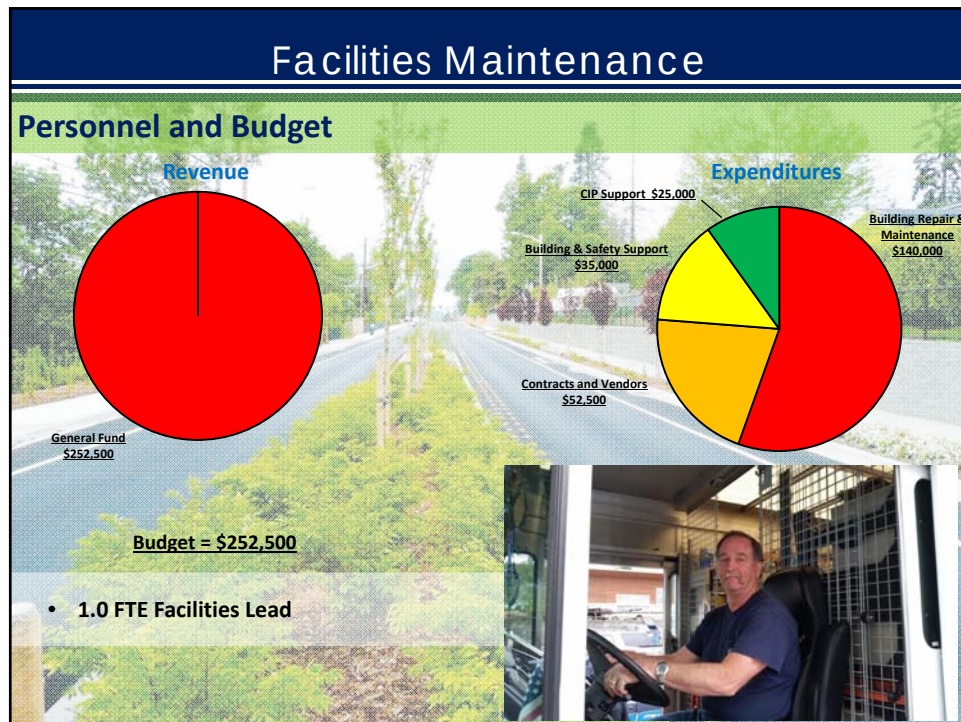
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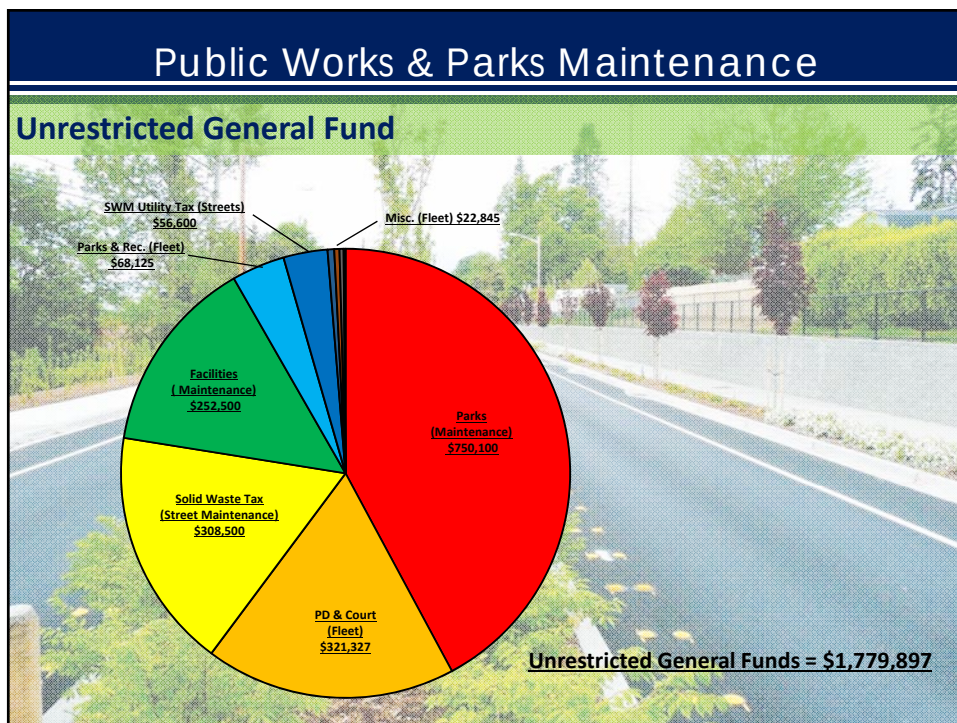
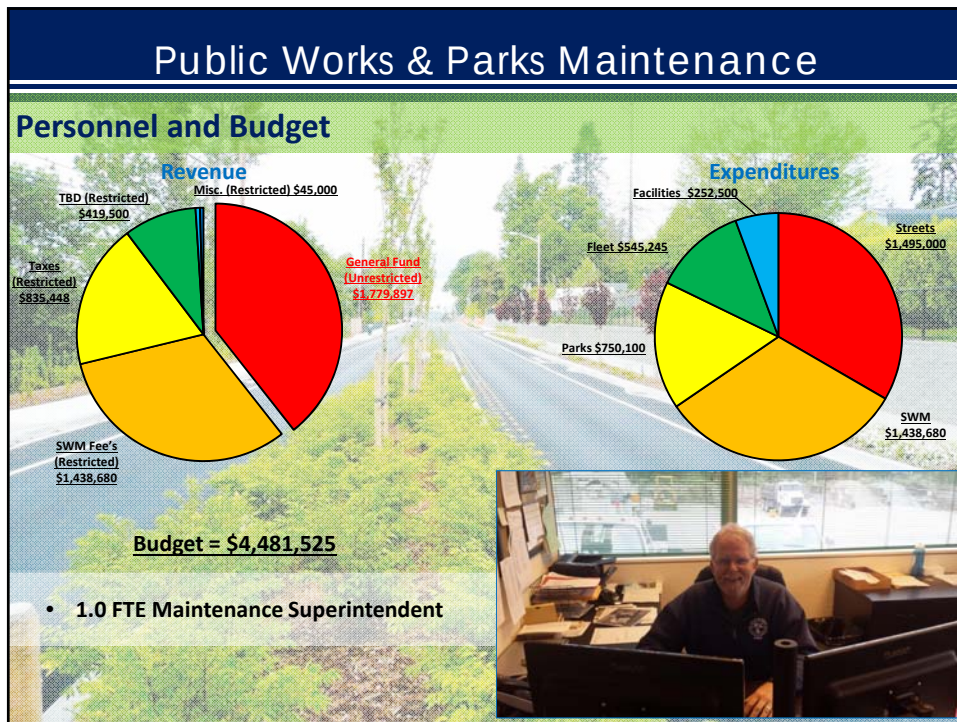


Facilities Maintenance

Capital Projects and Fund 506 Repairs







City Government 101

Public Works & Parks Maintenance

- ✓ Part 9a: Community Development
- ✓ Part 9b: Engineering Services
- ✓ Part 9c: Public Works & Parks Maintenance



