CITY OF EDGEWOOD
REGULAR COUNCIL MEETING AGENDA
Tuesday, February 27, 2024 – 7:00 PM ♦ City Hall – 2224 104th Avenue East ♦ Edgewood, WA
Meeting Link: https://cityofedgewood-org.zoom.us/j/86916509308

1. **CALL TO ORDER**
2. **PUBLIC HEARING**
   - **A. AB24-009** - Construction Codes Amendment
3. **AUDIENCE COMMENT**
4. **MAYOR'S REPORT**
5. **CONSENT AGENDA:** *The consent agenda includes items that are routine in nature and are adopted by one motion. Should Council wish to discuss a consent agenda item, the item would be removed from the consent agenda and discussed under Council Business.*
   The following items are presented for Council approval:
   - **A.** Regular City Council Meeting Minutes of February 13, 2024
   - **B.** Study Session Meeting Minutes of February 20, 2024
   - **C. AB24-010 -** a motion approving February 2024 Budgeted Expenditures as follows: Deferred Compensation Program; Payroll Direct Deposit; Department of Retirement Systems; and IRS 941 in the amount of $160,368.16 and Vendor Check Numbers 26043 through 26064, with EFT and Direct Pay Payments in the amount of $427,217.57. Total distributions submitted for review and authorization in the amount of $587,585.73
   - **D. AB24-011** - Public Works Vehicle Purchase
   - **E. AB24-0705** - Resolution 24-0705 authorizing the Mayor to execute a services agreement with Opengov, Inc. for their Asset Management Software, Cartegraph
   - **F. AB24-0706** - Resolution 24-0706 authorizing the Mayor to execute an operation and field use agreement with the Edgewood Athletic Association for Edgemont Park
6. **COUNCIL BUSINESS**
   - **A. AB24-0660** - Ordinance 24-0660 Construction Codes Amendment
7. **COUNCIL COMMENTS**
8. **ADJOURN**

This meeting is accessible to persons with disabilities. For individuals who may require special accommodations, please contact City Hall at (253) 952.3299, 24 hours in advance.

CITY OF EDGEWOOD
REGULAR COUNCIL MEETING AGENDA SUMMARY

Tuesday, February 13, 2024 – 7:00 PM ♦ City Hall – 2224 104th Avenue East ♦ Edgewood, WA

1 CALL TO ORDER

Mayor Olson called the meeting to order at 7:00pm and Riley Pazaruski led the attendees in the Pledge of Allegiance.

Present: Mayor Olson, Deputy Mayor Tomyn, Councilmember Pazaruski, Councilmember Ramirez, Councilmember Keith, Councilmember West, Councilmember Buckley (arrived late at 7:05pm), Councilmember Southard **Staff Present**: Assistant City Administrator Dave Gray, City Clerk/HR Director Rachel Pitzel, Finance Director Hardeep Goraya, IT Director Matthew Ray, Community and Economic Development Director Lauren Balisky, Public Works Director Jeremy Metzler, Police Chief Jason Youngman, City Attorney Ann Marie Soto

2 PRESENTATION

A. State of the City Address

Mayor Olson read his State of the City address into the record, and then invited each director to speak on topics of their choosing.

3 AUDIENCE COMMENT

Anne Percival, Henry Dorn, Val Zaknich, Mark Creley, and East Pierce Fire and Rescue Chief Jon Parkinson spoke.

4 CONSENT AGENDA:

A. Regular City Council Meeting Minutes of January 23, 2024

B. Study Session Meeting Minutes of January 30, 2024

C. Study Session Meeting Minutes of February 6, 2024

D. Review of Board/Commission Minutes

E. **AB24-005** – a motion approving February 2024 Budgeted Expenditures as follows: Deferred Compensation Program; Payroll Direct Deposit; Department of Retirement Systems;AWC Employee Benefit Trust; and IRS 941 in the amount of $210,922.24 and Vendor Check Numbers 26024 through 26043, with EFT and Direct Pay Payments in the amount of $209,865.69. Total distributions submitted for review and authorization in the amount of $420,787.93

Motion: As read **Action:** Approved **Moved by:** Deputy Mayor Tomyn **Seconded by**: Councilmember Keith **Motion Passed 7-0**

5 COUNCIL BUSINESS

A. **AB24-0659** - Ordinance 24-0659 Comcast Franchise Agreement

Motion: To accept the second reading and adoption **Action:** Approved **Moved by:** Councilmember West **Seconded by**: Deputy Mayor Tomyn **Motion Passed 7-0**

B. **AB24-006 -** Mayoral appointment/Council Confirmation Salary Commission

Motion: As read **Action:** Approved **Moved by:** Deputy Mayor Tomyn **Seconded by**: Councilmember Pazaruski **Motion Passed 7-0**

C. **AB24-007 -** Mayoral Appointment/Council Confirmation Planning Commission

Motion: As read **Action:** Approved **Moved by:** Councilmember Ramirez **Seconded by**: Councilmember Buckley **Motion Passed 7-0**

D. **AB24-008 -** Mayoral Appointment/Council Confirmation Economic Development Advisory Board

Motion: As read **Action:** Approved **Moved by:** Deputy Mayor Tomyn **Seconded by**: Councilmember Buckley **Motion Passed 7-0**

6 COUNCIL COMMENTS

Councilmembers Ramirez, Buckley, Pazaruski, West, and Deputy Mayor Tomyn, and Mayor Olson spoke.

7 ADJOURN

Mayor Olson adjourned the meeting at 7:39pm.

Dave Olson
Mayor

Jill Schwerzler-Herrera
Communications Coordinator/Deputy City Clerk

CITY OF EDGEWOOD
STUDY SESSION MEETING AGENDA SUMMARY
Tuesday, February 20, 2024 – 7:00 PM ♦ City Hall – 2224 104th Avenue East ♦ Edgewood, WA

1 CALL TO ORDER

Mayor Olson called the meeting to order at 7:00pm and led the attendees in the Pledge of Allegiance. **Present:** Mayor Olson, Deputy Mayor Tomyn, Councilmember Pazaruski, Councilmember Ramirez, Councilmember Keith, Councilmember West, Councilmember Buckley, Councilmember Southard **Staff Present**: Assistant City Administrator Dave Gray, City Clerk/HR Director Rachel Pitzel, Finance Director Hardeep Goraya, IT Director Matthew Ray, Community and Economic Development Director Lauren Balisky, Public Works Director Jeremy Metzler, Police Chief Jason Youngman, City Attorney Ann Marie Soto

2 COUNCIL BUSINESS

A. Annual Joint Commission & Board Work Plans

a. Parks & Recreation Advisory Board - 2024 Work Plan
b. Economic Development Advisory Board - 2024 Work Plan
c. Planning Commission - 2024 Work Plan

Parks and Recreation Advisory Board Chair Brian Levenhagen presented their 2024 Work Plan, and answered the Council's questions. Senior Planner Morgan Dorner, staff liaison to the Economic Development Advisory Board presented the 2024 Work Plan for review and discussion with the Council, and Vice Chair Michael Pearce and Andrew Wiesenfeld spoke. Senior Planner Evan Hietpas introduced himself as the staff liaison to the Planning Commission, briefly reviewing some of their accomplishments and then introduced Chair JoAnn Overfield.

B. Levy Lid Lift

Mayor Olson brought this discussion item forward and encouraged those in attendance to take home a handout on the topic to learn more.

C. Equity, Diversity and Inclusion (Trainings, Planning, etc.)

Deputy Mayor Tomyn discussed this reoccurring agenda item.

D. Development Review

Building Official James Tumelson briefly discussed the purpose of construction codes, and staff goals pertaining to them.

E. Construction Codes Amendment

Community and Economic Development Director Lauren Balisky discussed the proposed amendments in detail and then answered the Council's questions.

F. Movie Nights, Coffee with Council, Council Highlight Article

The Council discussed whether the Council Highlights portion of the magazine should continue as is, or change to more of an as-needed item, and the possibility of partnering with Mountain View Community Center to host quarterly movie nights.

G. Asset Management Software Contract

Public Works Director Jeremy Metzler reviewed the contract with the Council and answered questions.

H. Edgewood Athletic Association - Use Agreement

Public Works Director Jeremy Metzler brought this item forward for a refresh, and discussion then ensued as to the difference between the allowance for this type of event versus the one discussed at

the previous council meeting during audience comment.

I. Public Works Vehicle Purchase

Public Works Director Metzler brought this final item forward for a brief discussion, asking that it be placed on the upcoming consent agenda.

3 OTHER COUNCIL ITEMS

Mayor Olson, Councilmember Southard, Pazaruski, Buckley, and Deputy Mayor Tomyn spoke.

4 ADJOURN

Mayor Olson adjourned the meeting at 8:58pm.

Dave Olson
Mayor

Jill Schwerzler-Herrera
Communications Coordinator/Deputy City Clerk

City Of Edgewood
Council Agenda Summary Sheet

Subject: **AB24-010 -** a motion approving February 2024 Budgeted Expenditures as follows: Deferred Compensation Program; Payroll Direct Deposit; Department of Retirement Systems; and IRS 941 in the amount of $160,368.16 and Vendor Check Numbers 26043 through 26064, with EFT and Direct Pay Payments in the amount of $427,217.57. Total distributions submitted for review and authorization in the amount of $587,585.73	**Agenda Item #:** **For Agenda of: 2/27/2024** **Prepared by: Stephanie Goff**

Attachments (list):
1. 022724 Claims Register
2. 022724 Voucher Directory

Approval of Materials:		**Expenditure Required:**
Stephanie Goff		$587,585.73
Rachel Pitzel, City Clerk/HR Director	2/22/2024	**Amount Budgeted:** $587,585.73
Dave Gray	2/22/2024	
Dave Olson	2/22/2024	**Timeline:**

Summary Statement:
Approving February 2024 Budgeted Expenditures as follows: Deferred Compensation Program; Payroll Direct Deposit; Department of Retirement Systems; and IRS 941 in the amount of $160,368.16 and Vendor Check Numbers 26043 through 26064, with EFT and Direct Pay Payments in the amount of $427,217.57. Total distributions submitted for review and authorization in the amount of $587,585.73

Item History:

Recommended Action:

Fiscal Note/Consideration:

City of Edgewood 2024

February 27th 2024 Council Meeting Check & EFT Payment Distribution Review & Authorization

Number	Name	Print Date	Amount
US Bank	**PAYROLL ACCOUNT DISTRIBUTION**		
10611	**Last Number Issued Previous Authorization**		
DCP EFT 2/15/24	Deferred Compensation Program	2/15/2024	$20,010.59
Direct Deposit Run -	Payroll Vendor	2/15/2024	$99,267.72
DRS EFT 2/15/24	Dept of Retirement Systems	2/15/2024	$21,830.17
IRS 941 EFT 2/15/24	IRS 941	2/15/2024	$19,259.68
		Total	**$160,368.16**

Number	Name	Print Date	Amount
	CLAIM VOUCHER ACCOUNT DISTRIBUTION		
26043	**Last Number Issued Previous Authorization**		
26044	Advanced Government Services, LLC	2/27/2024	$2,964.00
26045	Argsoft Group LLC	2/27/2024	$2,625.89
26046	Art Gamblin Motors	2/27/2024	$58,415.36
26047	Associated Earth Sciences, Inc.	2/27/2024	$9,274.67
26048	City of Sumner	2/27/2024	$16,197.00
26049	Drain-Pro	2/27/2024	$917.00
26050	Form Source, Inc.	2/27/2024	$138.62
26051	Hanson Tree Service LLC	2/27/2024	$10,459.50
26052	HWA GeoSciences Inc.	2/27/2024	$2,687.00
26053	Landau Associates	2/27/2024	$10,423.75
26054	NW Traffic, Inc.	2/27/2024	$1,200.00
26055	Patrick Ellis	2/27/2024	$250.00
26056	Pierce County Budget & Finance	2/27/2024	$474.60
26057	Pierce County Police Chiefs Assn.	2/27/2024	$300.00
26058	Gray, David D	2/27/2024	$40.42
26059	Edgewood Heights LLC	2/27/2024	$128,608.35
26060	Sterling Automotive Service	2/27/2024	$1,429.35
26061	Tacoma Screw Products Inc	2/27/2024	$353.00
26062	The Police and Sheriffs Press	2/27/2024	$17.60
26063	WA Assoc. of Building Officials	2/27/2024	$55.00
26064	Woodland Electric LLC	2/27/2024	$2,905.97
Direct Pay Payment	AHBL	2/27/2024	$42,057.19
Direct Pay Payment	Madrona Law Group, PLLC	2/27/2024	$37,172.51
Direct Pay Payment	Pacifica Law Group	2/27/2024	$5,875.00
Direct Pay Payment	Raedeke Associates, Inc.	2/27/2024	$1,864.00
Direct Pay Payment	SCJ Alliance	2/27/2024	$1,171.00
Direct Pay Payment	SS Landscaping Services	2/27/2024	$19,531.27
Direct Pay Payment	State Auditor's Office	2/27/2024	$29,791.39
Direct Pay Payment	Transpo Group	2/27/2024	$21,210.00
EFT Payment	Dog Waste Depot	2/27/2024	$432.94
EFT Payment	Mt. View-Edgewood Water Co.	2/27/2024	$277.05
EFT Payment	Nasim Landscape	2/27/2024	$332.80
EFT Payment	Puget Sound Energy	2/27/2024	$12,181.32
EFT Payment	US Bank Corporate Payment System	2/27/2024	$5,115.93
EFT Payment	US Bank ACH/EFT	2/27/2024	$468.09
Total Claims Voucher Distribution			**$427,217.57**

Total Distribution Submitted for Review & Authorization	$ 587,585.73
Authorization Adjustments:	
Total Distribution Net of Prior Authorized Adjustments	**$ 587,585.73**

Claims Voucher Approval: I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein, that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, and that the claim is a just, due and unpaid obligation against the City of Edgewood, and that I am authorized to authenticate and certify to said claim.

_____Accounting Manager, Stephanie Goff

_____Mayor, Dave Olson _____Council Member

Voucher Directory

Fiscal: : 2024 - February
Council Date: : 2024 - February - 2nd Council Meeting

Vendor	Number	Reference	Account Number	Description	Amount
Advanced Government Services, LLC					
	26044		**2024 - February - 2nd Council Meeting**		
		2408615			
			Traffic Control Services 1/28-2/3/2024		
			101-000-000-542-30-41-01	Roadway-Professional Service	$2,964.00
			Traffic Control-Meridian Bark Installation		
		Total 2408615			**$2,964.00**
	Total 26044				**$2,964.00**
Total Advanced Government Services, LLC					**$2,964.00**
AHBL					
	Direct Pay Payment 2/22/2024 12:31:41 PM - 1		**2024 - February - 2nd Council Meeting**		
		143631			
			Jan Svcs-On-Call Services		
			001-058-000-558-60-41-03	Professional Services-Non-reimbursable	$185.00
			On-Call Consultant Services		
		Total 143631			**$185.00**
		143632			
			Jan Scvs-Edgewood Prologis EIS		
			001-058-000-558-60-41-01	Professional Services-Reimbursable	$9,772.50
			Edgewood Prologis EIS		
		Total 143632			**$9,772.50**
		143633			
			Jan Svcs-Edgewood Memory Care		
			001-058-000-558-60-41-03	Professional Services-Non-reimbursable	$130.00
			Edgewood Memory Care		
		Total 143633			**$130.00**
		143634			
			Jan Svcs-Edgewood Northwood Estates		
			001-058-000-558-60-41-03	Professional Services-Non-reimbursable	$130.00
			Edgewood Northwood Estates		
		Total 143634			**$130.00**
		143638			
			Jan Svcs-Edgewood Comprehensive Plan Periodic Update		
			001-058-000-558-60-41-23	Professional Serv-GMA	$31,839.69

Vendor	Number	Reference	Account Number	Description	Amount
				Edgewood Comprehensive Plan Periodic Update	
		Total 143638			**$31,839.69**
	Total Direct Pay Payment 2/22/2024 12:31:41 PM - 1				**$42,057.19**
Total AHBL					**$42,057.19**
Argsoft Group LLC					
	26045			**2024 - February - 2nd Council Meeting**	
		US-048048-01603			
			PO 2024004		
			001-018-000-518-85-49-03	Computer Subscriptions	$2,625.89
				Annual Subscription-Arget Compliance Automator & Argent SIEM	
		Total US-048048-01603			**$2,625.89**
	Total 26045				**$2,625.89**
Total Argsoft Group LLC					**$2,625.89**
Art Gamblin Motors					
	26046			**2024 - February - 2nd Council Meeting**	
		020924-AGM			
			2016 Ford Super Duty F-550		
			501-000-000-594-48-64-03	Vehicles	$58,415.36
				PO 2024006-VIN 1FDUF5HTXGEB34549	
		Total 020924-AGM			**$58,415.36**
	Total 26046				**$58,415.36**
Total Art Gamblin Motors					**$58,415.36**
Associated Earth Sciences, Inc.					
	26047			**2024 - February - 2nd Council Meeting**	
		063473			
			Prj. 23-0305 48th St E Pavement Replacement		
			340-000-000-595-80-63-01	Transportation Cap Projects	$9,274.67
				Prj. 23-0305 48th St E Pavement Replacement-CIP #T-14	
		Total 063473			**$9,274.67**
	Total 26047				**$9,274.67**
Total Associated Earth Sciences, Inc.					**$9,274.67**

Vendor	Number	Reference	Account Number	Description	Amount
City of Sumner					
	26048		**2024 - February - 2nd Council Meeting**		
		1079			
			2023 True-Up Fees (Metro Animal Services)		
			001-019-000-554-30-41-01	Animal Control Services	$16,197.00
			2023 True-Up Fees (Metro Animal Services)		
		Total 1079			**$16,197.00**
	Total 26048				**$16,197.00**
Total City of Sumner					**$16,197.00**
Dog Waste Depot					
	EFT Payment 2/22/2024 12:30:17 PM - 1		**2024 - February - 2nd Council Meeting**		
		592284			
			February Purchases		
			001-076-000-576-80-31-01	Operational Supplies	$432.94
			Dog Waste Bags		
		Total 592284			**$432.94**
	Total EFT Payment 2/22/2024 12:30:17 PM - 1				**$432.94**
Total Dog Waste Depot					**$432.94**
Drain-Pro					
	26049		**2024 - February - 2nd Council Meeting**		
		124241			
			2/18-3/16/24 Svcs Edgemont Park		
			001-076-000-576-80-45-03	Operating Rentals	$144.50
			Edgemont Park		
		Total 124241			**$144.50**
		124242			
			2/18-3/16/24 Svcs Nelson Nature Park		
			001-076-000-576-80-45-03	Operating Rentals	$259.00
			Nelson Nature Park		
		Total 124242			**$259.00**
		124243			
			2/18-3/16/24 Svcs Nelson Farm Park		
			001-076-000-576-80-45-03	Operating Rentals	$144.50
			Nelson Farm Park		
		Total 124243			**$144.50**
		124244			
			2/18-3/16/24 Svcs Trailhead Park		
			001-076-000-576-80-45-03	Operating Rentals	$224.50
			Trailhead Park		
		Total 124244			**$224.50**
		124245			
			2/18-3/16/24 Svcs PW Yard		
			001-076-000-576-80-45-03	Operating Rentals	$144.50

Vendor	Number	Reference	Account Number	Description	Amount
			PW Yard		
		Total 124245			**$144.50**
	Total 26049				**$917.00**
Total Drain-Pro					**$917.00**
Form Source, Inc.					
	26050		**2024 - February - 2nd Council Meeting**		
		860686			
			January Purchases		
			001-021-000-521-20-31-01	Office & Operational Supplies	$138.62
			Business Cards-(PD)-D.Wetlaufer & M.Mineard		
		Total 860686			**$138.62**
	Total 26050				**$138.62**
Total Form Source, Inc.					**$138.62**
Hanson Tree Service LLC					
	26051		**2024 - February - 2nd Council Meeting**		
		195013			
			February Services		
			101-000-000-542-70-48-04	Roadside- ROW Veg Maint Contractor	$10,459.50
			Tree Removal-104th Ave E		
		Total 195013			**$10,459.50**
	Total 26051				**$10,459.50**
Total Hanson Tree Service LLC					**$10,459.50**
HWA GeoSciences Inc.					
	26052		**2024 - February - 2nd Council Meeting**		
		35433			
			January Svcs-Prologis DEIS-Pavement Analysis		
			001-058-000-558-60-41-01	Professional Services-Reimbursable	$2,687.00
			Prologis DEIS-Pavement Analysis		
		Total 35433			**$2,687.00**
	Total 26052				**$2,687.00**
Total HWA GeoSciences Inc.					**$2,687.00**

Vendor	Number	Reference	Account Number	Description	Amount
Landau Associates					
	26053		**2024 - February - 2nd Council Meeting**		
		0057191			
			Prj 0495116.010-Prologis Park Enviro. Impact Statement		
			001-058-000-558-60-41-01	Professional Services-Reimbursable	$10,423.75
			Prologis Park Enviro. Impact Statement-Preparation Noise Support Svcs		
		Total 0057191			**$10,423.75**
	Total 26053				**$10,423.75**
Total Landau Associates					**$10,423.75**
Madrona Law Group, PLLC					
	Direct Pay Payment 2/22/2024 12:31:41 PM - 2		**2024 - February - 2nd Council Meeting**		
		12415			
			January Services		
			001-018-000-515-41-41-01	Legal Services-External	$85.50
			Comcast Franchise Negotiations		
		Total 12415			**$85.50**
		12416			
			January Services		
			001-018-000-515-41-41-01	Legal Services-External	$2,650.50
			Dhaliwal Project		
		Total 12416			**$2,650.50**
		12417			
			January Services		
			001-018-000-515-41-41-01	Legal Services-External	$285.00
			Edgewood Heights		
		Total 12417			**$285.00**
		12418			
			January Services		
			001-018-000-515-41-41-01	Legal Services-External	$888.00
			Edgewood v. Meacham		
		Total 12418			**$888.00**
		12419			
			January Services		
			001-018-000-515-41-41-01	Legal Services-External	$449.50
			Edgewood v. Owens		
		Total 12419			**$449.50**
		12420			
			January Services		
			001-018-000-515-41-41-01	Legal Services-External	$11,014.50
			General City Attorney Services		
		Total 12420			**$11,014.50**
		12421			
			January Services		
			001-018-000-515-41-41-01	Legal Services-External	$402.00

Vendor	Number	Reference	Account Number	Description	Amount
			Prologis Project		
		Total 12421			**$402.00**
		12422			
			January Services		
			001-018-000-515-41-41-01	Legal Services-External	$20,907.01
			Reynolds LUPA		
		Total 12422			**$20,907.01**
		12423			
			January Services		
			001-018-000-515-41-41-01	Legal Services-External	$490.50
			Suelo Marina/Dhaliwal TC Landing LID Foreclosure		
		Total 12423			**$490.50**
	Total Direct Pay Payment 2/22/2024 12:31:41 PM - 2				**$37,172.51**
Total Madrona Law Group, PLLC					**$37,172.51**
Mt. View-Edgewood Water Co.					
	EFT Payment 2/22/2024 12:30:17 PM - 2		**2024 - February - 2nd Council Meeting**		
		15690-3401 12/11-2/10/24			
			12/11-2/10/24 11912 18th St E		
			001-018-000-518-30-47-02	Water	$69.55
			Nelson Farm Park		
		Total 15690-3401 12/11-2/10/24			**$69.55**
		19143-3401 12/11-2/10/24			
			12/11-2/10/24 2228 118th Ave E		
			001-018-000-518-30-47-02	Water	$53.70
			Nelson Nature Park		
		Total 19143-3401 12/11-2/10/24			**$53.70**
		2-3401 12/11-2/10/24			
			12/11-2/10/24 11010 24th St E		
			001-018-000-518-30-47-02	Water	$153.80
			Edgemont Park		
		Total 2-3401 12/11-2/10/24			**$153.80**
	Total EFT Payment 2/22/2024 12:30:17 PM - 2				**$277.05**
Total Mt. View-Edgewood Water Co.					**$277.05**
Nasim Landscape					
	EFT Payment 2/22/2024 12:30:17 PM - 3		**2024 - February - 2nd Council Meeting**		
		10476-NASIM			
			February Maintenance		
			001-076-000-576-80-41-10	Parks Maintenance	$332.80
			Edgewood Community Park Maintenance-(Missed Sales Tax Original Invoice)		
		Total 10476-NASIM			**$332.80**
	Total EFT Payment 2/22/2024 12:30:17 PM - 3				**$332.80**
Total Nasim Landscape					**$332.80**

Vendor	Number	Reference	Account Number	Description	Amount
NW Traffic, Inc.					
	26054		**2024 - February - 2nd Council Meeting**		
		24048			
			October Services		
			101-000-000-542-30-41-01	Roadway-Professional Service	$1,200.00
			Install Edge Line Striping-112th Ave E & 18th St E		
		Total 24048			**$1,200.00**
	Total 26054				**$1,200.00**
Total NW Traffic, Inc.					**$1,200.00**
Pacifica Law Group					
	Direct Pay Payment 2/22/2024 12:31:41 PM - 3		**2024 - February - 2nd Council Meeting**		
		88238			
			January Services		
			001-018-000-515-41-41-01	Legal Services-External	$4,418.00
			20389.1-Slavic Church		
		Total 88238			**$4,418.00**
		88239			
			January Services		
			001-018-000-515-41-41-01	Legal Services-External	$1,457.00
			20389.2-Berean Classical Christian School		
		Total 88239			**$1,457.00**
	Total Direct Pay Payment 2/22/2024 12:31:41 PM - 3				**$5,875.00**
Total Pacifica Law Group					**$5,875.00**
Patrick Ellis					
	26055		**2024 - February - 2nd Council Meeting**		
		00001-PE			
			February Service		
			001-018-000-518-30-41-01	Professional Services	$250.00
			Staff Training-Traumatic Stress Management		
		Total 00001-PE			**$250.00**
	Total 26055				**$250.00**
Total Patrick Ellis					**$250.00**
Pierce County Budget & Finance					
	26056		**2024 - February - 2nd Council Meeting**		
		CI-346990			
			2023 PCRC Dues		
			001-018-000-518-90-49-52	Puget Sound Regional Council	$474.60
			2023 PCRC Dues		
		Total CI-346990			**$474.60**
	Total 26056				**$474.60**
Total Pierce County Budget & Finance					**$474.60**

Vendor	Number	Reference	Account Number	Description	Amount
Pierce County Police Chiefs Assn.					
	26057		**2024 - February - 2nd Council Meeting**		
		021424-PCPCA			
			2023 & 2024 Annual Dues		
			001-021-000-521-10-49-01	Dues & Memberships	$300.00
			PCPCA-2023 & 2024 Annual Dues-(PD)		
		Total 021424-PCPCA			**$300.00**
	Total 26057				**$300.00**
Total Pierce County Police Chiefs Assn.					**$300.00**
Puget Sound Energy					
	EFT Payment 2/22/2024 12:30:17 PM - 4		**2024 - February - 2nd Council Meeting**		
		220033631924 Jan 2024			
			January Statement		
			001-018-000-518-30-47-01	Electricity	$252.96
			12/30-1/30/2024 Svcs		
		Total 220033631924 Jan 2024			**$252.96**
		300000011233 Jan 2024			
			January Statement		
			001-018-000-518-30-47-01	Electricity	$2,883.92
			12/30-1/30/24 Svcs		
		Total 300000011233 Jan 2024			**$2,883.92**
		400003080381 Feb 2024			
			February Statement		
			340-000-000-595-63-63-01	Improvements-Street Lighting	$9,044.44
			05/26/21 Svcs-24th & Meridian Sidewalk Project		
		Total 400003080381 Feb 2024			**$9,044.44**
	Total EFT Payment 2/22/2024 12:30:17 PM - 4				**$12,181.32**
Total Puget Sound Energy					**$12,181.32**
Raedeke Associates, Inc.					
	Direct Pay Payment 2/22/2024 12:31:41 PM - 4		**2024 - February - 2nd Council Meeting**		
		61111			
			Prj 2018-097 January Services		
			001-058-000-558-60-41-01	Professional Services-Reimbursable	$42.50
			212-1-Kelly-1st Review		
			001-058-000-558-60-41-01	Professional Services-Reimbursable	$46.50
			207-3-Deross Wetland Review-3rd Review		
			001-058-000-558-60-41-01	Professional Services-Reimbursable	$1,775.00
			120a-1-Prologis Park-EIS Support		
		Total 61111			**$1,864.00**
	Total Direct Pay Payment 2/22/2024 12:31:41 PM - 4				**$1,864.00**
Total Raedeke Associates, Inc.					**$1,864.00**

Vendor	Number	Reference	Account Number	Description	Amount
Refunds/Reimbursements Vendor					
	26058		**2024 - February - 2nd Council Meeting**		
		01302024-DG		**David D Gray**	
			Reimburse FME Lunch		
			001-013-000-513-10-43-02	Lodging & Meals	$40.42
			FME Quarterly Mayor's Lunch-Spoonful of Sugar Cafe- Lunch Tab for Attendees		
		Total 01302024-DG			**$40.42**
	Total 26058				**$40.42**
	26059		**2024 - February - 2nd Council Meeting**		
		02132024-EH		**Edgewood Heights LLC**	
			Assignment of Funds Release #17-1283		
			006-000-000-582-10-00-02	Refunds-Assignment of Funds	$128,608.35
			Assignment of Funds Release #17-1283-Edgewood Heights TESC		
		Total 02132024-EH			**$128,608.35**
	Total 26059				**$128,608.35**
Total Refunds/Reimbursements Vendor					**$128,648.77**
SCJ Alliance					
	Direct Pay Payment 2/22/2024 12:31:41 PM - 5		**2024 - February - 2nd Council Meeting**		
		75430			
			Prj 23-001028 Edgewood Sign Brochures		
			001-058-000-558-60-41-03	Professional Services-Non-reimbursable	$1,171.00
			Edgewood Sign Brochures		
		Total 75430			**$1,171.00**
	Total Direct Pay Payment 2/22/2024 12:31:41 PM - 5				**$1,171.00**
Total SCJ Alliance					**$1,171.00**
SS Landscaping Services					
	Direct Pay Payment 2/22/2024 12:31:41 PM - 6		**2024 - February - 2nd Council Meeting**		
		57969			
			January Addt'l Services		
			101-000-000-542-70-48-04	Roadside- ROW Veg Maint Contractor	$16,938.06
			January Addt'l Svcs-Installation of Bark		
		Total 57969			**$16,938.06**
		58108			
			February Services		
			101-000-000-542-70-48-04	Roadside- ROW Veg Maint Contractor	$2,593.21
			Landscape Maintenance Services for February		
		Total 58108			**$2,593.21**
	Total Direct Pay Payment 2/22/2024 12:31:41 PM - 6				**$19,531.27**
Total SS Landscaping Services					**$19,531.27**

Vendor	Number	Reference	Account Number	Description	Amount
State Auditor's Office					
	Direct Pay Payment 2/22/2024 12:31:41 PM - 7		**2024 - February - 2nd Council Meeting**		
		L159320			
			Audit No. 56577		
			001-014-000-514-20-41-04	State Auditor	$29,791.39
			2021-2022 Accountability & Financial Audit		
		Total L159320			**$29,791.39**
	Total Direct Pay Payment 2/22/2024 12:31:41 PM - 7				**$29,791.39**
Total State Auditor's Office					**$29,791.39**
Sterling Automotive Service					
	26060		**2024 - February - 2nd Council Meeting**		
		0007397			
			February Services		
			001-022-000-548-30-48-07	Maintenance/Repairs-Vehicles	$1,429.35
			Replace Valve Cover Gskt & Pan Shield, Brake Clean, & Oil Change-Vehicle #9		
		Total 0007397			**$1,429.35**
	Total 26060				**$1,429.35**
Total Sterling Automotive Service					**$1,429.35**
Tacoma Screw Products Inc					
	26061		**2024 - February - 2nd Council Meeting**		
		130056614-00			
			February Purchases		
			001-076-000-576-80-31-01	Operational Supplies	$353.00
			Disposable Gloves, Broom, & Dust Pan		
		Total 130056614-00			**$353.00**
	Total 26061				**$353.00**
Total Tacoma Screw Products Inc					**$353.00**
The Police and Sheriffs Press					
	26062		**2024 - February - 2nd Council Meeting**		
		189061			
			February Purchase		
			001-021-000-521-20-31-01	Office & Operational Supplies	$17.60
			ID Card-M.Csapo(PD)		
		Total 189061			**$17.60**
	Total 26062				**$17.60**
Total The Police and Sheriffs Press					**$17.60**
Transpo Group					
	Direct Pay Payment 2/22/2024 12:31:41 PM - 8		**2024 - February - 2nd Council Meeting**		
		31990			
			Prj. 1.21147.00 ADA Self-Evaluation and Transition Plan		
			001-076-000-576-80-41-01	Professional Services	$10,605.00
			ADA Self-Evaluation and Transition Plan		

Vendor	Number	Reference	Account Number	Description	Amount
			101-000-000-542-30-41-01	Roadway-Professional Service	$10,605.00
			ADA Self-Evaluation and Transition Plan		
		Total 31990			**$21,210.00**
	Total Direct Pay Payment 2/22/2024 12:31:41 PM - 8				**$21,210.00**
Total Transpo Group					**$21,210.00**
US Bank ACH/EFT					
	EFT Payment 2/22/2024 12:31:29 PM - 1		**2024 - February - 2nd Council Meeting**		
		020724-US Bank			
			January Safekeeping Fees		
			001-018-000-514-20-42-05	Bank & Bond Fees	$30.00
			January Safekeeping Fees		
		Total 020724-US Bank			**$30.00**
		021424-US Bank			
			January Customer Analysis Fees		
			001-018-000-514-20-42-05	Bank & Bond Fees	$438.09
			Customer Analysis Fees		
		Total 021424-US Bank			**$438.09**
	Total EFT Payment 2/22/2024 12:31:29 PM - 1				**$468.09**
Total US Bank ACH/EFT					**$468.09**
US Bank Corporate Payment System					
	EFT Payment 2/22/2024 12:30:17 PM - 5		**2024 - February - 2nd Council Meeting**		
		012524-US Bank			
			January Statement		
			001-011-000-511-60-31-01	Office & Operational Supplies	$180.92
			J.S.-Herrera-SmartSign-Name Tags-Mayor & Council		
			001-011-000-511-60-31-30	Meals & Refreshments	$30.92
			R.Pitzel-Costco-Cake-Council		
			001-011-000-511-60-31-30	Meals & Refreshments	$10.96
			R.Pitzel-Dollar Tree-Party Supplies-Council		
			001-011-000-511-60-49-03	Registration & Training	$495.00
			D.Olson-Grant Writing USA-Grant Writing Webinar-(D.Olson & H.Goraya)		
			001-014-000-514-20-49-03	Registration & Training	$70.00
			S.Goff-PayPal-PSFOA-Meeting-H.Goraya & S.Goff		
			001-018-000-518-20-31-01	Office & Operational Supplies	$21.56
			B.Whitman-Milton Ace Hardware-TV Mounting Hardware-City Hall-H.Goraya		
			001-018-000-518-20-31-01	Office & Operational Supplies	$50.25
			S.Goff-Tax Bandits-Electronic Filing of 1099 Forms		
			001-018-000-518-20-31-01	Office & Operational Supplies	$44.03
			J.Bartelson-Michael's-Frames for Edgewood Way Poster		
			001-018-000-518-20-31-01	Office & Operational Supplies	$17.59
			B.Whitman-Milton Ace Hardware-City Hall Plumbing-Outdoor Faucet Covers		
			001-018-000-518-20-31-01	Office & Operational Supplies	$18.71
			J.Bartelson-Costco-Garbage Bags-Janitorial		

Vendor	Number	Reference	Account Number	Description	Amount
			001-018-000-518-20-31-01	Office & Operational Supplies	$22.59
			B.Whitman-Ferguson Ent-City Hall Plumbing (Parts)-Sally Port		
			001-018-000-518-20-31-01	Office & Operational Supplies	$9.02
			B.Whitman-Milton Ace Hardware-City Hall Plumbing-Silicone/Fasteners		
			001-018-000-518-20-31-01	Office & Operational Supplies	$55.03
			S.Goff-Office Depot-1099 Tax Forms		
			001-018-000-518-20-35-01	Small Tools/Minor Equipment	$243.75
			B.Whitman-Harbor Freight Tools-Lights for Shop,Tool Belt, Cable Ties, Utility Pouch, Framers Pouch, Rechargeable Flashlight, Braided Cord		
			001-018-000-518-20-39-11	Teambuilding-Supplies	$426.05
			J.Bartelson-Olive Garden-4th Qtr BE Team Staff Lunch		
			001-018-000-518-20-39-11	Teambuilding-Supplies	$3.30
			J.Bartelson-Brew Box-Cookie-Staff Birthday-BE Team		
			001-018-000-518-20-39-11	Teambuilding-Supplies	$25.96
			J.Bartelson-Safeway-Beverages-4th Qtr BE Team Staff Lunch		
			001-018-000-518-85-49-03	Computer Subscriptions	$69.00
			M.Ray-Netflare/Dmarcly-Email Health/Reputation Monitor		
			001-018-000-518-85-49-04	Subscriptions	$15.95
			J.S.-Herrera-DataKnet-Software for Magazine Content		
			001-019-030-514-20-49-01	Memberships & Subscriptions	$125.00
			J.S.-Herrera-IIMC-Annual Dues		
			001-019-030-514-20-49-01	Memberships & Subscriptions	$185.00
			R.Pitzel-IIMC-IIMC Membership Dues for Municipal Clerk		
			001-019-030-514-20-49-03	Registration & Training	$450.00
			R.Pitzel-PayPal-WMCA Annual Spring Training		
			001-019-030-514-20-49-03	Registration & Training	$450.00
			J.S.-Herrera-PayPal-WMCA Annual Spring Conference		
			001-022-000-544-20-31-54	Work Clothing/Uniforms	$165.11
			B.Whitman-Tractor Supply-Clothing Allowance (2023)		
			001-022-000-544-20-31-54	Work Clothing/Uniforms	$125.90
			H.Auelua-The Levi's Outlet Store-Clothing Allowance		
			001-022-000-544-20-49-03	Registration & Training	$154.50
			T.Roland-Occupational Medicine-CDL Physical		
			001-022-000-548-30-32-02	Supplies/Parts-Vehicles & Equipment	$52.83
			B.Whitman-O'Reilly Auto Parts-Wiper Blades-Vehicle #6		
			001-022-000-548-30-32-02	Supplies/Parts-Vehicles & Equipment	$46.45
			B.Whitman-O'Reilly Auto Parts-Wiper Blades/Fluid-Vehicle #9		
			001-022-000-548-30-32-02	Supplies/Parts-Vehicles & Equipment	$58.80
			B.Whitman-O'Reilly Auto Parts-Wiper Blades-Vehicle #8 Dump		
			001-022-000-548-30-32-02	Supplies/Parts-Vehicles & Equipment	$21.98
			B.Whitman-O'Reilly Auto Parts-Spray DeIcer-PW Trucks		
			001-058-000-558-50-43-02	Lodging & Meals	$30.41
			G.Mehr-Moctezuma's Restaurant-Training Lunch		
			001-058-000-558-50-43-02	Lodging & Meals	$28.29
			D.Davis-Moctezuma's Restaurant-Training Lunch		

Vendor	Number	Reference	Account Number	Description	Amount
			001-058-000-558-50-49-03	Registration & Training	$125.00
			G.Mehr-WSAFM-Training Fire Sprinkler Systems (RFI) w/Member Discount		
			001-058-000-558-50-49-03	Registration & Training	$125.00
			D.Davis-WSAFM-Training - Rough & Final Sprinkler		
			001-058-000-558-60-49-01	Memberships & Subscriptions	$75.00
			L.Balisky-PAW-Annual Membership-L.Balisky		
			001-058-010-558-50-35-01	Books/Small Tools/Minor Equipment	$186.07
			J.Fairbanks-Int. Code Council-2021 IRC w/Turbo Tabs		
			001-058-010-558-50-49-03	Registration & Training	$900.00
			J.Fairbanks-Int. Code Council-Educode Registration		
		Total 012524-US Bank			**$5,115.93**
	Total EFT Payment 2/22/2024 12:30:17 PM - 5				**$5,115.93**
Total US Bank Corporate Payment System					**$5,115.93**
WA Assoc. of Building Officials					
	26063		**2024 - February - 2nd Council Meeting**		
		46146			
			February Services		
			001-058-000-558-50-41-01	Professional Service	$55.00
			Job Posting-Combination Inspector/Plans Examiner		
		Total 46146			**$55.00**
	Total 26063				**$55.00**
Total WA Assoc. of Building Officials					**$55.00**
Woodland Electric LLC					
	26064		**2024 - February - 2nd Council Meeting**		
		1970-WE			
			PO 2024001		
			001-018-000-518-30-48-03	Maintenance/Repairs - Buildings	$2,905.97
			Outlet Installation-Server Room		
		Total 1970-WE			**$2,905.97**
	Total 26064				**$2,905.97**
Total Woodland Electric LLC					**$2,905.97**
Grand Total		**Vendor Count**	**34**		**$427,217.57**

City Of Edgewood
Council Agenda Summary Sheet

Subject: **AB24-011** - Public Works Vehicle Purchase	**Agenda Item #:** 5.D **For Agenda of:** 2/27/2024 **Prepared by:** Jeremy Metzler

Attachments (list):
1. PO 2024006 Art Gamblin Motors

Approval of Materials:		**Expenditure Required:**
Jeremy Metzler		$58,415.36
Rachel Pitzel, City Clerk/HR Director	2/21/2024	**Amount Budgeted:** $150,000.00
Dave Gray	2/22/2024	
Dave Olson	2/22/2024	**Timeline:** ~~02/20/2024 SS~~ 02/27/2024 RCM

Summary Statement:
One of the Public Works Maintenance Vehicles was authorized for surplus by Council in 2023. The original intent was to replace said vehicle with a new truck chassis from the State's Department of Enterprise Services authorized vendors, then add a tilt flatbed to be fabricated by another vendor. Due to the high cost of this alternative, estimated at over $120,000, and the relatively low number of miles the city puts on its vehicles, city staff searched for a low-mileage used vehicle and located an acceptable model at a local dealership, Art Gamblin Motors of Enumclaw. Attached is a purchase order and sell sheet for the Council's consideration, being a Ford Super Duty F-550 with tilt flatbed already installed.

Item History:
N/A

Recommended Action:
MOTION to approve **AB24-011** - Public Works Vehicle Purchase

Fiscal Note/Consideration:
The Equipment Replacement Fund has $150,000 budgeted in 2024 for Vehicles. The Council added one of the Public Works Maintenance Trucks to the surplus list in 2023, and the purchase of this vehicle is scheduled to replace that vehicle.

CITY OF EDGEWOOD
PURCHASE ORDER

DATE:		VENDOR:	PO NUMBER:
2/9/2024		Art Gamblin Motors	**2024006**

DELIVERY METHOD:	DELIVERY DATE:

SPECIAL INSTRUCTIONS:

COUNT:	DESCRIPTION:	UNIT $	TOTAL $
1	2016 Ford Super Duty F-550 DRW V6621	$52,993.00	$52,993.00
	(VIN 1FDUF5HTXGEB34549 - Odometer 58,167)		
1	Government Fee	$400.00	$400.00
1	Proc/Doc Fee	$200.00	$200.00
	See attached quote for backup/details		
		SUBTOTAL	$53,593.00
		SALES TAX	$4,822.36
STATE BID CONTRACT NUMBER:		**PO TOTAL**	**$58,415.36**
EDGEWOOD BUSINESS LICENSE:	☐YES ☐NO ☐ N/A		
PREVAILING WAGE INTENT FILED:	☐YES ☐NO ☐ N/A		
BARS NUMBER	501.000.000.594.48.64.03		
BARS NUMBER			
AUTHORIZATION LEVEL (MAYOR/COUNCIL):	Council	**BARS TOTAL**	**$ 58,415.36**
REQUESTED BY:	Jeremy Metzler, Public Works Director		
FINANCE DIRECTOR APPROVAL:	HARDEEP GORAYA		
ASST. CITY ADMIN APPROVAL:	Dave Gray		

CONTACT/CONFIRMATION INFORMATION:
City of Edgewood
Finance Department
2224 104th Avenue East
Edgewood, WA 98372-1513
(253)952-3299
finance@cityofedgewood.org

Art Gamblin Motors

Date/Time: 2/9/2024 10:55:55 AM

Buyer: Jeremy Privett
Home Phone: (253) 329-7867
Address: 2224 104th Ave E
Edgewood, WA 98372

Salesperson: Austin Sherbon

2016 Ford Super Duty F-550 DRW V6621

VIN: 1FDUF5HTXGEB34549
Odometer: 58,167
Color: White
Body Type: Regular Cab Chassis-Cab

Selling Price	$52,993.00
Government Fee	$400.00
Proc/Doc Fee	$200.00
Total Taxes	$4,822.36
Cash Down	0.00
Amount Financed	$58,415.36

A negotiable documentary service fee in an amount up to two hundred dollars may be added to the sales price or capitalized cost.

CUSTOMER INITIALS _____

Signature: Dave Gray (Feb 9, 2024 17:19 PST)

Email: dave@cityofedgewood.org

Customer Signature _____ Date _____ X Manager Signature _____ Date _____

2024006 Art Gamblin Motors

Final Audit Report 2024-02-10

Created:	2024-02-10
By:	HARDEEP GORAYA (hardeep@cityofedgewood.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAAIC_FuPs4oJ9MWDspFR45ByZun7LZxujD

"2024006 Art Gamblin Motors" History

Document created by HARDEEP GORAYA (hardeep@cityofedgewood.org)
2024-02-10 - 1:15:16 AM GMT

Document emailed to Dave Gray (dave@cityofedgewood.org) for signature
2024-02-10 - 1:15:53 AM GMT

Email viewed by Dave Gray (dave@cityofedgewood.org)
2024-02-10 - 1:18:06 AM GMT

Document e-signed by Dave Gray (dave@cityofedgewood.org)
Signature Date: 2024-02-10 - 1:19:31 AM GMT - Time Source: server

Agreement completed.
2024-02-10 - 1:19:31 AM GMT

Adobe Acrobat Sign

City Of Edgewood
Council Agenda Summary Sheet

Subject: **AB24-0705** - Resolution 24-0705 authorizing the Mayor to execute a services agreement with Opengov, Inc. for their Asset Management Software, Cartegraph	**Agenda Item #:** 5.E **For Agenda of:** 2/27/2024 **Prepared by:** Jeremy Metzler

Attachments (list):
1. Resolution 24-0705
2. .City of Edgewood, WA combined
3. City of Edgewood_OpenGov_MSA_CLEAN_2024FEB16-1

Approval of Materials:		**Expenditure Required:**
Jeremy Metzler		$46,873.00 (2024) $83,439.67 (3-Yr Total)
Rachel Pitzel, City Clerk/HR Director	2/21/2024	**Amount Budgeted:** $30,000.00 (2024)
Dave Gray	2/22/2024	
Dave Olson	2/22/2024	**Timeline:** ~~02/20/2024 SS~~ 02/27/2024 RCM

Summary Statement:
Asset Management Software is essential for tracking work orders, asset conditions, and developing maintenance and replacement plans. The City of Edgewood currently relies on outside agencies to track and manage its owned infrastructure assets, but data-driven decision-making becomes very difficult when you don't have the data or tools yourself. Now that we have a robust GIS database, we are ready and capable of implementing asset management software.

Public Works has been evaluating various solutions for several months, and the product that has been selected by staff is OpenGov's Cartegraph. While more expensive than some of the alternatives we evaluated, Cartegraph is a well-established product that is in use by several of our neighboring communities, and it comes with a proven foundational database structure that is essential for an agency just starting out with asset management. It also utilizes a mobile application for work order tracking and management that is capable of working offline, which is an important factor for Edgewood due to current cellular reception limitations.

Attached for Council's consideration is an authorizing resolution and agreement. Upon Council's authorization, staff plans to begin the implementation process in April.

Item History:
N/A

Recommended Action:

MOTION to adopt **AB24-0705** - Resolution 24-0705 authorizing the Mayor to execute a services agreement with Opengov, Inc. for their Asset Management Software, Cartegraph

Fiscal Note/Consideration:
Starting with our roadway and surface water assets, staff proposes implementing this program under the Surface Water Utility. Therefore, this expense will be borne by the Surface Water Utility's Enterprise Fund and will not be an impact to the city's general budget.

RESOLUTION NO. 24-0705

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EDGEWOOD, PIERCE COUNTY, WASHINGTON, AUTHORIZING THE MAYOR TO EXECUTE A SERVICES AGREEMENT WITH OPENGOV, INC. FOR THEIR ASSET MANAGEMENT SOFTWARE, CARTEGRAPH, IN SUPPORT OF THE CITY'S SURFACE WATER UTILITY

WHEREAS, Asset Management Software is an essential tool for tracking work orders, asset and infrastructure conditions, and developing maintenance and replacement plans; and

WHEREAS, the City of Edgewood currently relies on outside agencies to track and manage its infrastructure assets, and relying on said agencies for information to perform data-driven decision-making is increasingly complicated as our inventory grows; and

WHEREAS, now that the City has a robust GIS database, we are ready and capable of managing our own assets through the implementation of asset management software; and

WHEREAS, after evaluating a total of four cloud-based software packages over the last several months, considering their capabilities and compatibility with other tools the City utilizes, as well as the experiences of other nearby public works agencies, the Public Works Department has selected OpenGov's Cartegraph as its preferred solution;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF EDGEWOOD, WASHINGTON, HEREBY RESOLVES AS FOLLOWS:

Section 1. Agreement Authorized. The Mayor is hereby authorized to execute the Order Form, Statement of Work, and Master Services Agreement between the City of Edgewood and OpenGov, Inc. attached to this resolution and incorporated herein as Exhibit A.

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

ADOPTED THIS 27TH DAY OF FEBRUARY, 2024

_____
Dave Olson, Mayor

ATTEST:

_____
Rachel Pitzel, CMC
City Clerk

Exhibit A

Order Form, Statement of Work, and Master Services Agreement

OPENGOV

OpenGov Inc.
660 3rd Street, Suite 100
San Francisco, CA 94107
United States

Order Form Number: OG-14021
Created On: 2/2/2204
Order Form Expiration: 2/29/2024
Subscription Start Date: 4/1/2024
Subscription End Date: 3/31/2027

Prepared By: Kelly Ammons
Email: kammons@opengov.com
Contract Term: 36 Months

Customer Information

Customer: City of Edgewood, WA
Bill To/Ship To: 2224 104th Ave E.
Edgewood, WA 98372
United States

Contact Name: Jeremy Metzler
Email: jeremy@cityofedgewood.org

Order Details

Billing Frequency: Annually in Advance
Payment Terms: Net Thirty (30) Days

SOFTWARE SERVICES:

Product / Service	Start Date	End Date	Annual Fee
Enterprise Asset Management *Stormwater Domain, Transportation Domain*	4/1/2024	3/31/2025	$16,988.00
Enterprise Asset Management *Stormwater Domain, Transportation Domain*	4/1/2025	3/31/2026	$17,837.40
Enterprise Asset Management *Stormwater Domain, Transportation Domain*	4/1/2026	3/31/2027	$18,729.27

Annual Subscription Total: See Service Terms

PROFESSIONAL SERVICES:

Product / Service	Description
OpenGov Deployment — One Time Fee (Prepaid Hours)	Product configuration, setup, and training described in the attached SOW.

Professional Services Total: **$29,885.00**

Serivce Terms

Service Date:	Amount:	
April 1, 2024	$46,873.00	*(Annual Software Fee + Professional Services)*
April 1, 2025	$17,837.40	
April 1, 2026	$18,729.27	

Order Form Legal Terms

This Order Form incorporates the OpenGov Master Services Agreement ("MSA") attached here or available at https://opengov.com/terms-of-service/master-services-agreement/.

The "Agreement" between OpenGov and the entity identified above ("Customer") consists of the Order Form, MSA, and, if Professional Services are purchased, the Statement of Work. Unless otherwise specified above, fees for the Software Services and Professional Services shall be due and payable, in advance, 30 days from receipt of the invoice.

By signing this Agreement, Customer acknowledges that it has reviewed, and agrees to be legally bound by the Agreement. Each party's acceptance of this Agreement is conditional upon the other's acceptance of the Agreement to the exclusion of all other terms.

City of Edgewood, WA

Signature:

Name:

Title:

Date:

OpenGov, Inc.

DocuSigned by:

Signature: Sam Kramer

A3AFEF18117C415...

Name: Sam Kramer

Title: VP, Finance

Date: 2/21/2024

Statement of Work

City of Edgewood, WA

Creation Date: 2/2/2024
Document Number: PS-05436
Version Number: 1
Created by: Jennifer Nordin

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1. Overview and Approach

1.1. Agreement

This Statement of Work ("SOW") identifies services that OpenGov, Inc. ("OpenGov" or "we") will perform for City of Edgewood, WA ("Customer" or "you") pursuant to that order for Professional Services entered into between OpenGov and the Customer ("Order Form") which references the Master Services Agreement or other applicable agreement entered into by the parties (the "Agreement").

- Customer acknowledges and agrees that this Statement of Work is subject to the confidentiality obligations set forth in the Agreement between OpenGov and Customer.
- The Deliverables listed in Appendix B are the single source of the truth of the deliverables to be provided.
- Customer's use of the Professional Services is governed by the Agreement and not this SOW.
- Upon execution of the Order Form or other documentation referencing the SOW, this SOW shall be incorporated by reference into the Agreement.
- In the event of any inconsistency or conflict between the terms and conditions of this SOW and the Agreement, the terms and conditions of this SOW shall govern with respect to the subject matter of this SOW only. Unless otherwise defined herein, capitalized terms used in this SOW shall have the meaning defined in the Agreement.
- This SOW may not be modified or amended except in a written agreement signed by a duly authorized representative of each party.
- OpenGov will be deployed as is, Customer has access to all functionality available in the current release.

2. Statement of Work

This SOW is limited to the Implementation of the OpenGov Enterprise Asset Management as defined in the OpenGov Responsibilities section of this document (Section 2.5). Any additional services or support will be considered out of scope.

2.1. Project Scope

Under this project, OpenGov will deliver cloud based Enterprise Asset Management solutions to help the Customer power a more effective and accountable government. OpenGov's estimated charges and schedule are based on performance of the activities listed in the "OpenGov Responsibilities" section below. Deviations that arise during the project will be managed through the procedure described in Appendix A-2: Project Change Control Procedure, and may result in adjustments to the Project Scope, Estimated Schedule, Charges and other terms. These adjustments may include charges on a time-and-materials or fixed-fee basis using OpenGov's standard rates in effect from time to time for any resulting additional work or waiting time.

2.2. Facilities and Hours of Coverage

OpenGov will:

A. Perform the work under this SOW remotely, except for any project-related activity which OpenGov determines would be best performed at your facility in order to complete its responsibilities under this SOW.
B. Provide the Services under this SOW during normal business hours, 8:30am to 6:00pm local time, Monday through Friday, except holidays.

2.3. Key Assumptions

The SOW and OpenGov estimates are based on the following key assumptions. Deviations that arise during the proposed project will be managed through the Project Change Control Procedure (see Appendix A-2) , and may result in adjustments to the Project Scope, Estimated Schedule, Charges, and other terms.
Per

A. The OpenGov Suites are not customized beyond current capacities based on the latest release of the software.
B. Individual software modules are configured based on discussions between OpenGov and Customer.
C. Enterprise Asset Management
    i. OpenGov will provide all services remotely via audio; video; and web conferences unless otherwise noted.
    ii. OpenGov assumes that the customer is responsible for performing quality control measures on its data in EAM.
    iii. OpenGov assumes that the customer is responsible for testing its workflows, automations, integrations, and configurations within the EAM and will update the configurations as part of its testing and training activities.
    iv. OpenGov assumes that the customer accepts EAM upon the completion of the go-live event
    v. If a non-API integration is included in scope, Customer is responsible for engaging third party vendor to obtain data, configuration, and/or third party integration support.
    vi. If an API integration is included in scope, Customer is responsible for providing access to a test instance of the third party API including a URL, authentication credentials, and relevant documentation.
    vii. OpenGov best practice is to not exceed tested limits of the product.

2.4. Exclusions

The following service items are not included in the scope of this project:

A. Implementation of any custom modification or integration developed by OpenGov; your internal staff; or any third-party is not included in the scope of this project unless specifically listed in Appendix B.

B. Data conversion services from other software system(s) or sources (including Navigator databases) are not included in the scope of this project unless specifically listed in Appendix B.
C. Any service items discussed during demonstrations; conference calls; or other events are not included in the scope of this project unless specifically listed in Appendix B.

2.5. OpenGov Responsibilities

2.5.1. Activity 1 – Project Management

OpenGov will provide project management for the OpenGov responsibilities in this SOW. The purpose of this activity is to provide direction to the OpenGov project personnel and to provide a framework for project planning, communications, reporting, procedural and contractual activity. This activity is composed of the following tasks:

Planning

OpenGov will:

A. review the SOW, contract and project plan with Customer's Project Manager and key stakeholders to ensure alignment and agreed upon timelines;
B. maintain project communications through your Project Manager;
C. establish documentation and procedural standards for deliverable Materials; and
D. Collaborate with your Project Manager to prepare and maintain the project plan for the performance of this SOW which will include the activities, tasks, assignments, and project milestones.

Project Tracking and Reporting

OpenGov will:

A. review project tasks, schedules, and resources and make changes or additions, as appropriate. Measure and evaluate progress against the project plan with your Project Manager;
B. work with your Project Manager to address and resolve deviations from the project plan;
C. conduct regularly scheduled project status meetings; and
D. administer the Project Change Control Procedure with your Project Manager.

Completion Criteria:
This is an on-going activity which will be considered complete at the end of the Services contract.

Deliverable Materials:

- Weekly status reports

- Project plan
- Project Charter
- Risk, Action, Issues and Decisions Register (RAID)

2.5.2. Activity 2 – Initialization

OpenGov will provide the following:

A. Customer Entity configuration
B. System Administrators creation
C. Solution Blueprint creation
D. Data Validation strategy confirmation

Completion Criteria:
This activity will be considered complete when:

- Customer Entity is created
- System Administrators have access to Customer Entity
- Solution Blueprint is presented to Customer

Deliverable Materials:

- Solution Blueprint
- Sign-off of Initial Draft Solution Blueprint

2.5.3. Activity 3 – OpenGov Domains

OpenGov will provide the following:
Enterprise Asset Management Domains
A. Transportation
B. Stormwater

Completion Criteria:
This activity will be considered complete when:

- Instance setup is completed
- Requirements Gathering is completed
- Start up Data is loaded
- Asset Installation is completed

Deliverable Materials:

- Formal sign off document

2.5.4. Activity 4 – Training

Training will be provided in instructor-led virtual sessions unless otherwise specified in Appendix B. For any instructor-led virtual sessions, the class size is recommended to be 10, for class sizes larger than 10 it may be necessary to have more than one instructor.

Completion Criteria:

- Software training is delivered

Deliverable Materials:

- Formal sign off document

2.6. Your Responsibilities

The completion of the proposed scope of work depends on the full commitment and participation of your management and personnel. The responsibilities listed in this section are in addition to those responsibilities specified in the Agreement and are to be provided at no charge to OpenGov. OpenGov's performance is predicated upon the following responsibilities being managed and fulfilled by you. Delays in performance of these responsibilities may result in delay of the completion of the project and will be handled in accordance with Appendix A-2: Project Change Control Procedure.

2.6.1. Your Project Manager

Prior to the start of this project, you will designate a person called your Project Manager who will be the focal point for OpenGov communications relative to this project and will have the authority to act on behalf of you in all matters regarding this project.

Your Project Manager's responsibilities include the following:

A. manage your personnel and responsibilities for this project (for example: ensure personnel complete any self-paced training sessions, configuration, validation or user acceptance testing);

B. serve as the interface between OpenGov and all your departments participating in the project;

C. administer the Project Change Control Procedure with the Project Manager;

D. participate in project status meetings;

E. obtain and provide information, data, and decisions within five (5) business days of OpenGov's request unless you and OpenGov agree in writing to a different response time;

F. resolve deviations from the estimated schedule, which may be caused by you;

G. help resolve project issues and escalate issues within your organization, as necessary; and

H. create, with OpenGov's assistance, the project plan for the performance of this SOW which will include the activities, tasks, assignments, milestones and estimates.

2.7. Completion Criteria

OpenGov will have fulfilled its obligations under this SOW when any of the following first occurs:

A. OpenGov accomplishes the activities set forth in "OpenGov responsibilities" section and delivers the services in Appendix B as listed, if any; or
B. The End date is reached

2.8. Estimated Schedule

OpenGov will schedule resources for this project upon signature of the order form. Unless specifically noted, the OpenGov assigned project manager will work with Customer Project Manager to develop the project schedule for all requested deliverables under this SOW. OpenGov reserves the right to adjust the schedule based on the availability of OpenGov resources and/or Customer resources, and the timeliness of deliverables provided by the Customer.

The Services are currently estimated to start within two (2) weeks but no later than four (4) weeks from signatures and have an estimated end date of nine months after signatures ("End Date") or on other dates mutually agreed to between you and OpenGov.

2.9. Illustrative Project Timelines

The typical project timelines are for illustrative purposes only and may not reflect your use cases.

Enterprise Asset Management Suite Illustrative Timeline		**Month 1**	**Month 2**	**Month 3**	**Month 4**	**Month 5**	**Month 6**	**Month 7**	**Month 8**
Integrations / Conversions									
Enterprise Asset Managment	Define and Plan								
	Design								
	Build and Test								
	Deliver								
GoLive Support	Hypercare								
Timeline is dependent on the number of phases and other factors. Customer is responsible for attending the kick off of each phase, providing any necessary data for each phase, participating in working sessions during active phases, and signing off on deliverables at the end of each phase.									

2.10. Offer Expiration Date

This offer will expire on April, 2 2024 unless extended by OpenGov in writing.

Appendix A: Engagement Charter

A-1: Communication and Escalation Procedure

Active engagement throughout the implementation process is the foundation of a successful deployment. To help assess progress, address questions, and minimize risk during the course of deployment both parties agree to the following:

- **Regular communication** aligned to the agreed upon project plan and timing.
    - OpenGov expects our customers to raise questions or concerns as soon as they arise. OpenGov will do the same, in order to be able to address items when known.
- **Executive involvement**
    - Executives may be called upon to clarify expectations and/or resolve confusion.
    - Executives may be needed to steer strategic items to maximize the value through the deployment.
- **Escalation Process**:
    - OpenGov and Customer agree to raise concerns and follow the escalation process, resource responsibility, and documentation in the event an escalation is needed to support issues raised
        - Identification of an issue impeding deployment progress, outcome or capturing the value proposition, that is not acceptable.
        - Customer or OpenGov Project Manager summarizes the problem statement and impasse.
        - Customer and OpenGov Project Managers jointly will outline solution, acceptance or schedule Executive review.
        - Resolution will be documented and signed off following Executive review.
- **Phase Sign-Off**
    - OpenGov requests sign-offs at various stages during the implementation of the project. Once the Customer has signed-off, any additional changes requested by Customer on that stage will require a paid change order for additional hours for OpenGov to complete the requested changes.

A-2: Change Order Process

This SOW and related efforts are based on the information provided and gathered by OpenGov. Customers acknowledge that changes to the scope may require additional effort or time, resulting in additional cost. Any change to scope must be agreed to in writing or email, by both Customer and OpenGov, and documented as such via a:

- *Change Order* - Work that is added to or deleted from the original scope of this SOW. Depending on the magnitude of the change, it may or may not alter the original contract amount or completion date and be paid for by Customer. Changes might include:
    - Timeline for completion
    - Sign off process
    - Cost of change and Invoice timing
    - Amending the SOW to correct an error.

- Extension of work as the complexity identified exceeds what was expected by Customer or OpenGov.
- Change in type of OpenGov resources to support the SOW.

A-3: Deliverable Materials Acceptance Procedure

Deliverable Materials as defined herein will be reviewed and accepted in accordance with the following procedure:

- The deliverable Material will be submitted to your Project Manager.
- Your Project Manager will have decision authority to approve/reject all project Criteria, Phase Acceptance and Engagement Acceptance.
- Within five (5) business days of receipt, your Project Manager will either accept the deliverable Material or provide OpenGov's Project Manager a written list of requested revisions. If OpenGov receives no response from your Project Manager within five (5) business days, then the deliverable Material will be deemed accepted. The process will repeat for the requested revisions until acceptance.
- All acceptance milestones and associated review periods will be tracked on the project plan.
- Both OpenGov and Customer recognize that failure to complete tasks and respond to open issues may have a negative impact on the project.
- For any tasks not yet complete, OpenGov and/or Customer will provide sufficient resources to expedite completion of tasks to prevent negatively impacting the project.
- Any conflict arising from the deliverable Materials Acceptance Procedure will be addressed as specified in the Escalation Procedure set forth in Appendix A-1. As set forth in the "Customer Delays" provision of the Agreement, if there are extended delays (greater than 10 business days) in Customer's response for requested information or deliverable; OpenGov may opt to put the project on an "On Hold" status. After the Customer has fulfilled its obligations, Professional Services can be resumed and the project will be taken off the "On-Hold" status.
- Putting a project "on Hold" may have several ramifications including, but not restricted, to the following:
    - Professional Services to the customer could be stopped;
    - Delay to any agreed timelines; or
    - Not having the same Professional Services team assigned.

Appendix B: Implementation Activities

Setup

OpenGov will:

- Setup a hosted, sandbox and production OpenGov Asset Management environment.
- Provide an overview, up to two (2) hours, of OpenGov and ArcGIS Online user-based logins and User/Role functionality.
- Provide a template file to be utilized by your staff to populate Roles and Users to be utilized for OpenGov Asset Management.
- Utilize the template to create users and roles in OpenGov Asset Management. (Note: Subsequent User and/or Role changes will be your administrator's responsibility.)
- Provide documentation and guidance, up to four (4) hours, for your technical GIS staff to configure Esri Basemap Services for OpenGov Asset Management integration. Guidance will be geared towards OpenGov Asset Management/Esri integration functionality and requirements.
- Setup the OpenGov Asset Management Platform, including the Request, Work, Resource, and Asset Management areas of the software. *Asset Management solutions will be setup for all solutions referenced in the Assets section of the scope unless otherwise noted.*

Requirements Gathering

OpenGov will

- Provide a remote, up to six (6) hours, requirement gathering workshop to increase our understanding of your business and functional goals. Through workshops and interviews, OpenGov will identify best fit scenarios for OpenGov Asset Management and provide a brief including any challenges as well as recommendations for OpenGov Asset Management best practices relevant to your implementation.

Configurations

OpenGov will:

- Provide configuration services, including:
    - Up to ten (10) custom fields and up to two (2) custom layouts per asset type listed in the Assets section below
    - Up to thirty (30) custom fields and up to ten (10) custom layouts to be utilized in any of the shared areas of the system, such as Tasks
    - Up to twenty (20) automations
    - Up to twenty (20) preventative maintenance plan

Training

OpenGov will:

<u>Foundational Training</u>

- Provide remote train-the-trainer training, up to two (2) hours, on overall system navigation and functionality to help familiarize your staff with the software environment and its common functions. Training topics include:
    - Dashboards
    - Standard KPI/ROI Gadgets

    - Logins/Permission
    - Layers
    - Filters
    - Maps
    - Grids
    - System Navigation
    - Views (List & Detail)
    - Standard Reports
    - Attachments
    - Requests, Work, Assets, Resources, Reports, and Administrator Tabs

- Provide remote train-the-trainer training, up to one (1) hour, for an overview of Preventative Maintenance Plans.

- Provide remote train-the-trainer training, up to one (1) hour, for an overview of Asset Condition Manager and Advanced Inspections.

- Provide remote train-the-trainer training, up to two (2) hours, for an overview of Reporting.

- Provide remote train-the-trainer training, up to two (2) hours, on OpenGov Asset Management Esri integration functionality. Training topics include:
    - OpenGov Asset Management Esri integration configuration options
    - Integration functionality (basemap and feature)
    - Overall Esri integration requirements, considerations, and OpenGov recommended best practices

<u>Train the Trainer Training Event</u>

- Provide a remote, up to sixteen (16) hours, "train-the-trainer" training event. The training agenda will be defined and agreed upon by both OpenGov and your project manager. To avoid redundancy, and to utilize service time efficiently, training may cover a subset of the assets listed in the Asset section of the scope. Topics may include any of the following:
    - Request Management:
        - Requests
        - Requesters
        - Task Creation from Requests
        - Issue library (including settings such as Applies to Asset and Non-Location)
        - OpenGov recommended best practices for Request and Requester Management
    - Work Management:
        - Create Task(s) (Asset/Non-Asset)
        - Assignments (Add, Edit, Remove)
        - Task Menu Actions
        - Related Work Items
        - Create Work Order
        - Associate Task to WO
        - Repeat Work Orders
        - Work Order Menu Actions
        - Enter Resources
        - Timesheets
        - Activity library (including settings such as Applies to Asset, Inspection, Key Dates, Cost, and Productivity)
        - OpenGov recommended best practices for Work Management

- Asset Management:
  - Asset Details
  - Preventative Maintenance Plans
  - Inspections
  - Linked assets (if applicable)
  - Container/Component Relationships (if applicable)
  - OpenGov recommended best practices for Asset Management
- Resource Management:
  - Resource Details
  - Labor/Equipment Rates
  - Material Management (Stock, Usage, Adjustments)
  - Vendor Price Quotes
  - OpenGov recommended best practices for Resource Management
- OpenGov Mobile:
  - Overall system functionality (Navigation, Interface, Maps, Attachments, Sorting)
  - Work Management
    - Create and Update Tasks (Asset/Non-Asset)
    - Assign Tasks
    - Enter Resources
    - Inspections
  - Asset Management
    - Create and Update Assets
  - Request Management
    - View and Update Requests
    - View Requester information
    - Create Task from Request
  - OpenGov recommended best practices for mobile device use
- Fleet Management:
  - Preventative Maintenance
  - Task Management
  - Vehicle Replacement Ratings (VRR) Equipment Detail information
  - Fleet Reports
  - OpenGov recommended best practices for Fleet Management
- Administrator:
  - Administrator:
    - User Administration, Role Administration, Asset Administration, Record Filter Administration, Import/Export, Scheduled Process Log, Error Log
  - Settings:
    - System Settings, Map Administration, Geocode Settings, GIS Integration settings, Asset Color Manager
  - Manager:
    - Layout Manager, Library Manager, Preventative Maintenance, Asset Condition Manager, Notification Manager, Structure Manager, Automation
    - Manager

<u>Advanced Training Topics:</u>

- Provide **Preventative Maintenance Plans** remote train-the-trainer training, up to three (3) hours. Training topics include:
  - Preventative Maintenance

    - OpenGov recommended best practices for proactive asset management
- Provide **Advanced Inspections**, **Asset Condition Manager,** and **Asset Risk** remote train-the-trainer training, up to four (4) hours. Training topics include:
    - Performance Management
        - Prediction Groups
        - Minimum Condition Groups
        - Activities and Impacts
        - Criticality Factor
        - Install/Replaced Dates
    - Business Risk Exposure
        - Risk
        - Consequence of Failure
        - Probability of Failure
    - OpenGov recommended best practices for Asset Risk Functionality , advanced inspections and condition management

Go-Live Support

OpenGov will:

- Provide a remote, up to eight (8) hours, web conferences, to be utilized for Go-Live Support. The agenda will be defined, and agreed upon, by both your and OpenGov's project managers. Topics may include any of the following:
    - Refresher training for items listed in the scope of work
    - Software and process support for staff during production roll out
    - Field, Layout, and Report configuration guidance, if applicable

Data Services

OpenGov will:

- Provide one sandbox and one production data load service through standard import/export functionality. OpenGov will provide template documents for data population. Once populated by your staff, OpenGov will load the data into your sandbox or production OpenGov Asset Management environment. Data loads may include data such as:
    - Parent level asset records
    - Asset location (spatial x/y) attributes
    - Parent level resource (Labor, Equipment Material, Vendor) records
    - Resource Rate (Labor, Equipment, Material) records
    - Standard system libraries

Assets

OpenGov will:

- Provide installation and training on the following asset types:
    - Transportation (8)
        - Bridge; Light Fixture; Pavement; Sign; Guardrail; Marking; Pavement Area; Support
    - Stormwater (9)
        - Storm Basin; Storm Channel; Storm Culvert; Storm Facility; Storm Inlet; Storm Manhole; Storm Outlet; Storm Pipe; Storm Pump
    - Fleet (1)
        - Fleet

OpenGov Master Services Agreement

The parties to this Master Services Agreement (this "Agreement") are OpenGov, Inc., a Delaware corporation ("OpenGov"), and the customer named in the signature block below ("Customer"). This Agreement, which becomes binding when the parties have signed it (the "Effective Date"), sets forth the terms under which Customer will be permitted to use OpenGov's hosted software services and receive professional services.

1. Definitions

1.1. "Customer Data" means data that is provided by Customer to OpenGov pursuant to this Agreement (for example, by email or through Customer's software systems of record). Customer Data does not include any confidential personally identifiable information.

1.2. "Documentation" means materials produced by OpenGov that provide information about OpenGov's software products and systems.

1.3. "Intellectual Property Rights" means all intellectual property rights including all past, present, and future rights associated with works of authorship, including exclusive exploitation rights, copyrights, and moral rights, trademark and trade name rights and similar rights, trade secret rights, patent rights, and any other proprietary rights in intellectual property of every kind and nature.

1.4. "Order Form" means the document executed by the parties that specifies the Software Services that OpenGov will provide to Customer under this Agreement.

1.5. "Term" refers to the Initial Term defined in Section 6.1 plus all Renewal Terms defined in Section 6.2.

2. Software Services, Support, and Professional Services

2.1. Software Services. Subject to the terms and conditions of this Agreement, OpenGov will use commercially reasonable efforts to provide the commercial off-the-shelf software solutions identified in the applicable Order Form ("Software Services").

2.2. Support and Service Levels. Customer support is available by email to support@opengov.com or by using the chat messaging functionality of the Software Services, both of which are available during OpenGov's standard business hours. Customer may report issues any time. However, OpenGov will address issues during business hours. OpenGov will provide support for the Software Services in accordance with the Support and Software Service Levels found at opengov.com/service-sla, as long as Customer is entitled to receive support under the applicable Order Form and this Agreement.

2.3. Professional Services

2.3.1. If OpenGov or its authorized independent contractors provides professional services to Customer, such as implementation services, then these professional services

("Professional Services") will be described in an applicable statement of work ("SOW") agreed to by the parties. Unless otherwise specified in the SOW, Professional Services must be utilized within one year from the Effective Date.

2.3.2. Relevant travel expenses are provided in the SOW. Any other travel expenses related to the performance of the Professional Services shall be pre-approved by and reimbursed by Customer as stated in the agreed upon SOW.

3. Restrictions and Responsibilities

3.1. Restrictions. Customer may not use the Software Services in any manner or for any purpose other than as expressly permitted by the Agreement and Documentation. In addition, Customer shall not, and shall not permit or enable any third party to: (a) use or access any of the Software Services to build a competitive product or service; (b) modify, disassemble, decompile, reverse engineer or otherwise make any derivative use of the Software Services (except to the extent applicable laws specifically prohibit such restriction); (c) sell, license, rent, lease, assign, distribute, display, host, disclose, outsource, copy or otherwise commercially exploit the Software Services; (d) perform or disclose any benchmarking or performance testing of the Software Services; (e) remove any proprietary notices included with the Software Services; (f) use the Software Services in violation of applicable law; or (g) transfer any confidential personally identifiable information to OpenGov or the Software Services platform.

3.2. Responsibilities. Customer shall be responsible for obtaining and maintaining computers and third party software systems of record (such as Customer's ERP systems) needed to connect to, access or otherwise use the Software Services. Customer also shall be responsible for: (a) ensuring that such equipment is compatible with the Software Services, (b) maintaining the security of such equipment, user accounts, passwords and files, and (c) all uses of Customer user accounts by any party other than OpenGov.

4. Intellectual Property Rights; License Grants; Access to Customer Data

4.1. Software Services. OpenGov owns all interests and Intellectual Property Rights in the Software Services. The look and feel of the Software Services, including any custom fonts, graphics and button icons, are the property of OpenGov. Customer may not copy, imitate, or use them, in whole or in part, without OpenGov's prior written consent. Subject to Customer's obligations under this Agreement, OpenGov grants Customer a non-exclusive, royalty-free license during the Term to use the Software Services.

4.2. Customer Data. Customer Data and the Intellectual Property Rights therein belong to the Customer. Customer grants OpenGov and its partners (such as hosting providers) a non-exclusive, royalty-free license to use, store, edit, and reformat the Customer Data for the purpose of providing the Software Services. Customer further agrees that OpenGov may use aggregated, anonymized Customer Data for purposes of product enhancement, customer service, and data analysis as they relate to this Agreement. Insights gleaned from aggregated, anonymized Customer Data will belong to OpenGov.

4.3. Access to Customer Data. Customer may download the Customer Data from the Software Services at any time during the Term, excluding during routine software maintenance periods. OpenGov has no obligation to return Customer Data to Customer.

4.4. Deletion of Customer Data. Unless otherwise requested pursuant to this Section 4.4, upon the termination of this Agreement, the Customer Data shall be deleted pursuant to OpenGov's standard data deletion and retention practices. Upon written request, Customer may request deletion of Customer Data prior to the date of termination of this Agreement. Such a request must be addressed to "OpenGov Vice President, Customer Success" at OpenGov's address for notice in Section 10.2.

4.5. Feedback. "Feedback" means suggestions, comments, improvements, ideas, or other feedback or materials regarding the Software Services provided by Customer to OpenGov, including feedback provided through online developer community forums. Customer grants OpenGov a non-exclusive, royalty-free, irrevocable, perpetual, worldwide license to use and incorporate into the Software Services and Documentation Customer's Feedback. OpenGov will exclusively own any improvements or modifications to the Software Services and Documentation based on or derived from any of Customer's Feedback including all Intellectual Property Rights in and to the improvements and modifications.

5. Confidentiality

5.1. "Confidential Information" means all confidential business, technical, and financial information of the disclosing party that is marked as "Confidential" or an equivalent designation or that should reasonably be understood to be confidential given the nature of the information and/or the circumstances surrounding the disclosure. OpenGov's Confidential Information includes, without limitation, the software underlying the Software Services, and all Documentation.

5.2. Confidential Information does not include: (a) data that the Customer has previously released to the public; (b) data that Customer would be required to release to the public upon request under applicable federal, state, or local public records laws; (c) Customer Data that Customer requests OpenGov make available to the public in conjunction with the Software Services; (d) information that becomes publicly known through no breach by either party; (e) information that was rightfully received by a party from a third party without restriction on use or disclosure; or (f) information independently developed by the Receiving Party without access to the Disclosing Party's Confidential Information.

5.3. Except as required by applicable law, each party agrees to obtain prior written consent before disclosing any of the other party's Confidential Information. Except as required by applicable law, each party further agrees to use the other's Confidential Information only in connection with this Agreement. Each party further agrees to protect the other party's Confidential Information using the measures that it employs with respect to its own Confidential Information of a similar nature, but in no event with less than reasonable care. If a party is required to disclose Confidential Information by law or court order, they must notify the other party in writing before making the disclosure to

give the other party an opportunity to oppose or limit the disclosure.

6. Term and Termination

6.1. Initial Term. This Agreement begins on the Effective Date and ends on the date the subscription ends ("Initial Term"), according to the Order Form, unless sooner terminated pursuant to Section 6.3.

6.2. Renewal. This Agreement shall automatically renew for another period of the same duration as the Initial Term (each one is a new "Renewal Term") unless either party notifies the other party of its intent not to renew this Agreement in writing no less than 30 days before the end of the then-current term.

6.3. Termination. If either party materially breaches any term of this Agreement and fails to cure such breach within 30 days after receiving written notice by the non-breaching party (10 days in the case of non-payment), the non-breaching party may terminate this Agreement. Neither party shall have the right to terminate this Agreement early without a legally valid cause.

6.4. Effect of Termination. Upon termination of this Agreement pursuant to Section 6.1, 6.2, or 6.3: (a) Customer shall pay in full for all Software Services and Professional Services performed up to and including the date of termination or expiration, (b) OpenGov shall stop providing Software Services and Professional Services to Customer; and (c) each party shall (at the other party's option) return or delete any of the other party's Confidential Information in its possession.

7. Payment of Fees

7.1. Fees; Invoicing; Payment; Expenses.

7.1.1. Fees. Fees for Software Services and for Professional Services are set forth in the applicable Order Form, and OpenGov will invoice Customer accordingly. Customer agrees to pay invoices within 30 days without setoffs, withholdings or deductions of any kind. Invoices are deemed received when OpenGov emails them to Customer's designated billing contact. Obligations to pay fees are non-cancelable, and payments are non-refundable.

7.1.2. Annual Software Maintenance Price Adjustment. OpenGov shall increase the fees for the Software Services during any Renewal Term by 5% each year of the Renewal Term.

7.1.3. Travel Expenses. OpenGov will invoice Customer for travel expenses provided in the SOW as they are incurred. Customer shall pay all such valid invoices within 30 days of receipt of invoice. Each invoice shall include receipts for the travel expenses listed on the invoice.

7.1.4. Customer Delays; On Hold Fee.

7.1.4.1. On Hold. Excluding delays caused by a force majeure event as described in Section 10.5, if OpenGov determines that Customer's personnel or contractors are not completing Customer's responsibilities described in the applicable SOW

timely or accurately, OpenGov may place the Professional Services on hold. If OpenGov places a Customer on hold, OpenGov will ensure that Customer is made aware of its obligations necessary for OpenGov to continue performing the Professional Services. Upon placing a customer on hold, OpenGov may, without penalty, suspend Professional Services to the Customer and reallocate resources until the Customer has fulfilled its obligations. OpenGov shall bear no liability or otherwise be responsible for delays in the provision of the Professional Services occasioned by Customer's failure to complete Customer's responsibilities.

7.1.4.2. On Hold Notice; On Hold Fee. OpenGov may also issue an "On Hold Notice" specifying that the Customer will be invoiced for lost time in production (e.g., delayed or lost revenue resulting from rescheduling work on other projects, delay in receiving milestone payments from Customer, equipment, hosting providers and human resources idle) for a fee equal to 10% of the first year's fee for Software Services. OpenGov may remove the on hold status and may rescind the fee in its discretion upon Customer's fulfillment of its obligations set out in the On Hold Notice. And OpenGov may extend the timeline to complete certain Professional Services depending on the availability of qualified team resources (OpenGov cannot guarantee that these team resources will be the same as those who were working on the project prior to it being placed On Hold).

7.2. Consequences of Non-Payment. If Customer fails to make any payments required under any Order Form or SOW, then in addition to any other rights OpenGov may have under this Agreement or applicable law, (a) Customer will owe late interest penalty of the maximum rate permitted by law, and (b) If Customer's account remains delinquent (with respect to payment of a valid invoice) for 30 days after receipt of a delinquency notice from OpenGov, which may be provided via email to Customer's designated billing contact, OpenGov may temporarily suspend Customer's access to the Software Service for up to 90 days to pursue good faith negotiations before pursuing termination in accordance with Section 6.3. Customer will continue to incur and owe all applicable fees irrespective of any such Service suspension based on such Customer delinquency.

7.3. Taxes. All fees under this Agreement are exclusive of any applicable sales, value-added, use or other taxes ("Sales Taxes"). Customer is solely responsible for any and all Sales Taxes under this Agreement, not including taxes based solely on OpenGov's net income. If any Sales Taxes related to the fees under this Agreement are found at any time to be payable, the amount may be billed by OpenGov to, and shall be paid by, Customer. If Customer fails to pay any Sales Taxes, then Customer will be liable for any related penalties or interest. In the event Customer or the transactions contemplated by the Agreement are exempt from Sales Taxes, Customer agrees to provide OpenGov, as evidence of such tax exempt status, proper exemption certificates or other documentation acceptable to OpenGov.

8. Representations and Warranties; Disclaimer

8.1. By OpenGov.

8.1.1. General Warranty. OpenGov represents and warrants that it has all right and authority necessary to enter into and perform this Agreement.

8.1.2. Professional Services Warranty. OpenGov further represents and warrants that the Professional Services, if any, will be performed in a professional and workmanlike manner in accordance with the related SOW and generally prevailing industry standards. For any breach of the Professional Services warranty, Customer's exclusive remedy and OpenGov's entire liability will be the re-performance of the applicable services. If OpenGov is unable to re-perform such work as warranted, Customer will be entitled to recover all fees paid to OpenGov for the deficient work. Customer must give written notice of any claim under this warranty to OpenGov within 90 days of performance of such work to receive such warranty remedies.

8.1.3. Software Services Warranty. OpenGov further represents and warrants that for a period of 90 days after the Effective Date, the Software Services will perform in all material respects in accordance with the Documentation. The foregoing warranty does not apply to any Software Services that have been used in a manner other than as set forth in the Documentation and authorized under this Agreement. OpenGov does not warrant that the Software Services will be uninterrupted or error-free. Customer must give written notice of any claim under this warranty to OpenGov during the Term. OpenGov's entire liability for any breach of the foregoing warranty is to repair or replace any nonconforming Software Services so that the affected portion of the Software Services operates as warranted or, if OpenGov is unable to do so, terminate the license for such Software Services and refund the pre-paid, unused portion of the fee for such Software Services.

8.2. By Customer. Customer represents and warrants that (a) it has all right and authority necessary to enter into and perform this Agreement; and (b) OpenGov's use of the Customer Data pursuant to this Agreement will not infringe, violate or misappropriate the Intellectual Property Rights of any third party.

8.3. Disclaimer. OPENGOV DOES NOT WARRANT THAT THE SOFTWARE SERVICES WILL BE UNINTERRUPTED OR ERROR FREE; NOR DOES IT MAKE ANY WARRANTY AS TO THE RESULTS THAT MAY BE OBTAINED FROM USE OF THE SOFTWARE SERVICES. EXCEPT AS SET FORTH IN THIS SECTION 8, THE SOFTWARE SERVICES ARE PROVIDED "AS IS" AND OPENGOV DISCLAIMS ALL OTHER WARRANTIES, EXPRESS OR IMPLIED, INCLUDING, BUT NOT LIMITED TO, IMPLIED WARRANTIES OF MERCHANTABILITY, TITLE, FITNESS FOR A PARTICULAR PURPOSE, AND NON-INFRINGEMENT.

9. Limitation of Liability

9.1. By Type. NEITHER PARTY, NOR ITS SUPPLIERS, OFFICERS, AFFILIATES, REPRESENTATIVES, CONTRACTORS OR EMPLOYEES, SHALL BE RESPONSIBLE OR LIABLE WITH RESPECT TO ANY SUBJECT MATTER OF THIS AGREEMENT UNDER ANY CONTRACT, NEGLIGENCE, STRICT LIABILITY, OR OTHER THEORY: (A) FOR ERROR OR

INTERRUPTION OF USE OR FOR LOSS OR INACCURACY OF DATA OR COST OF PROCUREMENT OF SUBSTITUTE GOODS OR SERVICES OR LOSS OF BUSINESS; (B) FOR ANY INDIRECT, EXEMPLARY, PUNITIVE, INCIDENTAL, SPECIAL, OR CONSEQUENTIAL DAMAGES; OR (C) FOR ANY MATTER BEYOND A PARTY'S REASONABLE CONTROL, EVEN IF SUCH PARTY HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH LOSS OR DAMAGE.

9.2. By Amount. IN NO EVENT SHALL EITHER PARTY'S AGGREGATE, CUMULATIVE LIABILITY FOR ANY CLAIMS ARISING OUT OF OR IN ANY WAY RELATED TO THIS AGREEMENT EXCEED THE FEES PAID BY CUSTOMER TO OPENGOV FOR THE SOFTWARE SERVICES UNDER THIS AGREEMENT IN THE 12 MONTHS PRIOR TO THE ACT THAT GAVE RISE TO THE LIABILITY.

9.3. Limitation of Liability Exclusions. The limitations of liability set forth in Sections 9.1 and 9.2 above do not apply to, and each party accepts liability to the other for: (a) claims based on either party's intentional breach of its obligations set forth in Section 5 (Confidentiality), (b) claims arising out of fraud or willful misconduct by either party and (c) either party's infringement of the other party's Intellectual Property Rights.

9.4. No Limitation of Liability by Law. Because some jurisdictions do not allow liability or damages to be limited to the extent set forth above, some of the above limitations may not apply to Customer.

10. Miscellaneous

10.1. Logo Use. Upon written consent, OpenGov shall have the right to use and display Customer's logos and trade names for marketing and promotional purposes in OpenGov's website and marketing materials, subject to Customer's trademark usage guidelines provided to OpenGov.

10.2. Notice. Ordinary day-to-day operational communications may be conducted by email, live chat or telephone. However, for notices, including legal notices, required by the Agreement (in sections where the word "notice" appears) the parties must communicate more formally in a writing sent via USPS certified mail and via email. OpenGov's addresses for notice are: OpenGov, Inc., 6525 Crown Blvd #41340, San Jose, CA 95160, and legal@opengov.com.

10.3. Anti-corruption. Neither OpenGov nor any of its employees or agents has offered or provided any illegal or improper payment, gift, or transfer of value in connection with this Agreement. The parties will promptly notify each other if they become aware of any violation of any applicable anti-corruption laws in connection with this Agreement.

10.4. Injunctive Relief. The parties acknowledge that any breach of the confidentiality provisions or the unauthorized use of a party's intellectual property may result in serious and irreparable injury to the aggrieved party for which damages may not adequately compensate the aggrieved party. The parties agree, therefore, that, in addition to any other remedy that the aggrieved party may have, it shall be entitled to seek equitable injunctive relief without being required to post a bond or other surety or to prove either actual damages or that damages would be an inadequate remedy.

10.5. Force Majeure. Neither party shall be held responsible or liable for any losses arising out of any delay or failure in performance of any part of this Agreement, other than payment obligations, due to any act of god, act of governmental authority, or due to war, riot, labor difficulty, failure of performance by any third-party service, utilities, or equipment provider, or any other cause beyond the reasonable control of the party delayed or prevented from performing.

10.6. Severability; Waiver. If any provision of this Agreement is found to be unenforceable or invalid, that provision will be limited or eliminated to the minimum extent necessary so that this Agreement will otherwise remain in full force and effect and enforceable. Any express waiver or failure to exercise promptly any right under this Agreement will not create a continuing waiver or any expectation of non-enforcement.

10.7. Survival. The following sections of this Agreement shall survive termination: Section 5. (Confidentiality), Section 7 (Payment of Fees), Section 4.4 (Deletion of Customer Data), Section 8.3 (Warranty Disclaimer), Section 9 (Limitation of Liability) and Section 10 (Miscellaneous).

10.8. Assignment. There are no third-party beneficiaries to this Agreement. Except as set forth in this Section 10.8, neither party may assign, delegate, or otherwise transfer this Agreement or any of its rights or obligations to a third party without the other party's written consent, which consent may not be unreasonably withheld, conditioned, or delayed. Either party may assign, without such consent but upon written notice, its rights and obligations under this Agreement to its corporate affiliate or to any entity that acquires all or substantially all of its capital stock or its assets related to this Agreement, through purchase, merger, consolidation, or otherwise. Any other attempted assignment shall be void. This Agreement will benefit and bind permitted assigns and successors.

10.9. Independent Contractors. This Agreement does not create an agency, partnership, joint venture, or employment relationship, and neither party has any authority to bind the other.

10.10. Governing Law and Jurisdiction. The laws of the State of Washington govern this Agreement, without regard to conflict of laws principles. Exclusive jurisdiction for litigation of any dispute, controversy or claim arising out of or in connection with this Agreement shall be only in the Federal or State court with competent jurisdiction located in Pierce County, Washington, and the parties submit to the personal jurisdiction and venue therein.

10.11. Complete Agreement. OpenGov has made no other promises or representations to Customer other than those contained in this Agreement. Any modification or amendments to this Agreement must be in writing and signed by an authorized representative of each party.

Signatures	
Customer: City of Edgewood Signature: _____ Name: _____ Title: _____ Date: _____	**OpenGov, Inc.** Signature: DocuSigned by: Sam Kramer A3AEFF18117C415... Name: Sam Kramer Title: VP, Finance Date: 2/16/2024

City Of Edgewood
Council Agenda Summary Sheet

Subject: **AB24-0706** - Resolution 24-0706 authorizing the Mayor to execute an operation and field use agreement with the Edgewood Athletic Association for Edgemont Park	**Agenda Item #:** **5.F** **For Agenda of:** **2/27/2024** **Prepared by: Jeremy Metzler**

Attachments (list):
1. Resolution 24-0706
2. Edgewood Athletic Assoc Park Use (20240207)

Approval of Materials:		**Expenditure Required:**
Jeremy Metzler		N/A
Rachel Pitzel, City Clerk/HR Director	2/21/2024	**Amount Budgeted:** N/A
Dave Gray	2/22/2024	
Dave Olson	2/22/2024	**Timeline:** ~~02/20/2024 SS~~ 02/27/2024 RCM

Summary Statement:
The Edgewood Athletic Association (EAA) has utilized the ballfield at Edgemont Park to practice and host games for many years. In an effort to update and renew outdated agreements, staff has coordinated with EAA to develop the attached agreement. Also attached is an authorizing resolution for Council's consideration.

Item History:
N/A

Recommended Action:
MOTION to adopt **AB24-0706** - Resolution 24-0706 authorizing the Mayor to execute an operation and field use agreement with the Edgewood Athletic Association for Edgemont Park

Fiscal Note/Consideration:
N/A

RESOLUTION NO. 24-0706

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EDGEWOOD, PIERCE COUNTY, WASHINGTON, AUTHORIZING THE MAYOR TO EXECUTE AN OPERATION AND FIELD USE AGREEMENT WITH THE EDGEWOOD ATHLETIC ASSOCIATION FOR EDGEMONT PARK

WHEREAS, the Edgewood Athletic Association ("EAA") is a non-profit organization that organizes and supports a local youth baseball league; and

WHEREAS, the City of Edgewood has coordinated with EAA since its incorporation to facilitate use of the field at Edgemont Park for youth baseball practices and games; and

WHEREAS, the existing use agreement between the City and EAA was executed in February, 2009; and

WHEREAS, both the City and EAA desire an updated agreement to continue enjoying mutual benefits regarding operations and maintenance of the field at Edgemont Park;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF EDGEWOOD, WASHINGTON, HEREBY RESOLVES AS FOLLOWS:

Section 1. Agreement Authorized. The Mayor is hereby authorized to execute the Operation and Field Use Agreement between the City of Edgewood and the Edgewood Athletic Association. attached to this resolution and incorporated herein as Exhibit A.

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

ADOPTED THIS 27TH DAY OF FEBRUARY, 2024

_____
Dave Olson, Mayor

ATTEST:

_____
Rachel Pitzel, CMC
City Clerk

Exhibit A

2024 Operation and Field Use Agreement for Edgemont Park

CITY OF EDGEWOOD
2024 OPERATION AND FIELD USE AGREEMENT FOR EDGEMONT PARK

This Agreement is entered into by and between the City of Edgewood, a municipal corporation, organized under the laws of the State of Washington, hereinafter referred to as "the City", and the Edgewood Athletic Association, hereinafter referred to as "EAA," whose principal office is located at 10410 16th Street East, Edgewood, Washington 98372.

WHEREAS, the City owns Edgemont Park located at 24th Street East and 110th Avenue East in the City of Edgewood; and

WHEREAS, the City annually determines the need for start-up maintenance, scheduling, improvement, and general operational services to be performed at Edgemont Park; and

WHEREAS, the City desires to have EAA perform such services pursuant to the City's plans and the terms and conditions herein,

NOW THEREFORE, IN CONSIDERATION OF the mutual benefits and conditions set forth below, the parties hereto agree as follows:

1. **Terms of Agreement.** The City and EAA agree to the following terms:

   A. The City and EAA will work together in scheduling use of the baseball diamond/soccer field at Edgemont Park (the "Facility") to assure optimum utilization by the public, with EAA having preferential use of the facility between March 1st and July 1st, provided that the final decision on scheduling activities shall remain solely with the City. In order to maintain its priority for scheduled use during that period, EAA must provide a proposed schedule to the City by February 15th. EAA may request additional dates or times not included on this proposal and the City may schedule the additional dates or times based on availability of the Facility, and the City's current reservation fees may apply.

   B. EAA agrees to abide by Edgewood Municipal Code Chapter 12.10, Park Regulations, while performing services under this Agreement and during its use of the Facility.

   C. EAA agrees to perform start-up maintenance at no cost to the city, prior to March 1 each year, as directed by the City, including but not limited to dragging the field, filling holes, and making repairs to the dugout. Said maintenance is to improve the EAA user safety and experience and is in acknowledgement EAA's use places a higher level of wear and tear on the ballfield than occasional community "drop-in" activity.

   D. The City agrees to meet with EAA from time to time as necessary to coordinate the planning and scheduling of activities at Edgemont Park.

2. **Duration of Agreement.** This Agreement shall be in full force and effect upon receipt of authorized signatures. This Agreement will automatically renew annually unless terminated as provided herein.

3. **Independent Contractor.** EAA and the City agree that EAA is an independent contractor with respect to the services provided pursuant to this Agreement. Nothing in this Agreement shall be considered to create the relationship of employer and employee between the parties hereto. No employee, officer, director, agent, or volunteer of EAA shall be entitled to any benefits accorded City employees by virtue of EAA's performance of this Agreement. The City shall not be responsible for paying, withholding, or otherwise deducting any customary state or federal payroll deductions, including but not limited to FICA, FUTA, state industrial insurance, state workers compensation, or otherwise assuming the duties of an employer with respect to EAA any employee, officer, director, agent, or volunteer of the EAA.

4. **Indemnification.** EAA shall indemnify, defend, and hold harmless the City, its agents, officers, officials, employees and volunteers from and against any and all claims, suits, actions, or liabilities for injury or death of any person, or for loss or damage to property, which arises out of the use of the Facility or Edgemont Park or from any activity, work or thing done, permitted, or suffered by EAA in or about the Facility, except only such injury or damaged as shall have been occasioned by the sole negligence of the City.

5. **Insurance.**

A. Insurance Term. EAA shall procure and maintain in full force throughout the duration of the Agreement insurance against claims for injuries to persons or damage to property which may arise from or in connection with the use of the Facility and the activities of EAA and their guests, representatives, volunteers, and employees.

B. No Limitation. EAA's maintenance of insurance as required by the Agreement shall not be construed to limit the liability of EAA to the coverage provided by such insurance, or otherwise limit the City's recourse to any remedy available at law or in equity.

C. Required Insurance.
EAA's required insurance shall be as follows:

General Liability insurance shall be at least as broad as Insurance Services Office (ISO) occurrence form CG 00 01 covering premises, operations, products-completed operations and contractual liability. The City shall be named as an additional insured on EAA's General Liability insurance policy using ISO Additional Insured-Managers or Lessors of Premises Form CG 20 11 or an endorsement providing at least as broad coverage. The General Liability insurance shall be written with limits no less than $1,000,000 each occurrence, $2,000,000 general aggregate.

The insurance policy shall contain, or be endorsed to contain, that EAA's insurance coverage shall be primary insurance as respect the City. Any insurance, self-insurance, or self-insured pool coverage maintained by the City shall be excess of EAA's insurance and shall not contribute with it.

D. City's Full Availability of EAA's Limits. If EAA maintains higher insurance limits than the minimums shown above, the City shall be insured for the full available limits of Commercial General and Excess or Umbrella liability maintained by EAA, irrespective of whether such limits maintained by EAA are greater than those required by this Agreement or whether any certificate of insurance furnished to the City evidence limits of liability lower than those maintained by EAA.

E. Certificate of Insurance and Acceptability of Insurers. EAA shall provide a certificate of insurance evidencing the required insurance before using the Facility. Insurance is to be placed with insurers with a current A.M. Best rating of not less than A: VII.

6. **Audits and Inspections.** The records and documents with respect to all matters covered by this Agreement shall be subject at all times to inspection, review, or audit by law during the performance of this Agreement. The City shall have the right to conduct an audit of EAA's financial statement and condition and to a copy of the results of any such audit or other examination performed by or on behalf of the Agency.

7. **Termination.** Either party can terminate this agreement upon written notice to the other party by giving ninety (90) days notice, or at any time upon the other party's material breach of this Agreement.

8. **Discrimination Prohibited and Compliance with Laws.** EAA shall not discriminate against any employee, applicant for employment, or any person seeking the services of EAA under this Agreement on the basis of race, color, religion, creed, sex, age, national origin, marital status, or presence of any sensory, mental, or physical handicap. EAA agrees to comply with all federal, state and municipal laws, rules and regulations that are now effective or become applicable within the terms of this Agreement.

9. **Assignment and Subcontract.** EAA shall not assign or subcontract any portion of the services contemplated by this Agreement without the prior written consent of the City.

10. **Entire Agreement; Modification; Severability.** This Agreement contains the entire agreement between the parties hereto, and no other agreements, oral or otherwise, regarding the subject matter of this Agreement shall be deemed to exit or bind any of the parties hereto. Either party may request changes to the Agreement. Proposed changes which are mutually agreed upon shall be incorporated by written amendments to this Agreement. The provisions of this Agreement are declared to be severable. If any provision of this Agreement is for any reason held by a court of competent jurisdiction to be invalid or unconstitutional, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other provision.

11. **Notices.** Notices shall be sent to:

CITY:	**EAA:**
City Clerk	Attention: Linda Howard
City of Edgewood	PO Box 366
2224 104th Avenue East	Milton, WA 98354
Edgewood, WA 98372	

12. **Applicable Law; Venue; Attorneys' Fees.** This Agreement shall be governed by and construed in accordance with the laws of the State of Washington. In the event any suit, arbitration, or other proceeding is instituted to enforce any term of this Agreement, the parties specifically understand and agree that venue shall be exclusively in Pierce County, Washington. The prevailing party in any such action shall be entitled to its attorneys' fees and costs of suit.

CITY:

By:_____

Name/Title: Dave Olson, Mayor

Date:_____

EDGEWOOD ATHLETIC ASSOCIATION:

By: Linda M Howard

Name/Title: Linda Howard, Vice President

Date: 2/14/24

ATTEST/AUTHENTICATED:

_____
Rachel Pitzel, CMC
City Clerk

APPROVED AS TO FORM:

_____
Ann Marie J. Soto, City Attorney

City Of Edgewood
Council Agenda Summary Sheet

Subject: **AB24-0660** - Ordinance 24-0660 Construction Codes Amendment	**Agenda Item #: 6.A** **For Agenda of: 2/27/2024** **Prepared by: Lauren Balisky, James Tumelson**

Attachments (list):

1. 2024-02-22 Construction Codes Ordinance PPT
2. 2024-02-22 ORDINANCE 24.0660 2021 Construction Codes
3. 2024-02-22 ORDINANCE 24.0660 2021 Construction Codes - Exhibit A
4. 2024-02-22 ORDINANCE 24.0660 2021 Construction Codes - Exhibit B
5. 2021 IBC Chapter 1 Administration
6. 2024-02-15 Chapter 1 Construction Code Comparison

Approval of Materials:		**Expenditure Required:**
Lauren Balisky, James Tumelson		N/A
Rachel Pitzel, City Clerk/HR Director	2/22/2024	**Amount Budgeted:** N/A
Dave Gray	2/22/2024	
Dave Olson	2/22/2024	**Timeline:** ~~02/20/2024 SS~~ 02/27/2024 RCM and Public Hearing

Summary Statement: State law requires cities to adopt minimum technical standards to ensure the safety of buildings and structures in Washington State. The 2021 suite of construction codes go into effect on March 15, 2024, and the City is preparing for its regular update, which occurs approximately every three (3) years.

The construction codes address buildings themselves (construction material, energy), building service equipment (electrical, fire, gas, mechanical, and plumbing), and other life-safety components (accessibility, fire, and wildland fire interface). The international- and state-level updates are intended to keep up with changes in construction technology and best practices in the construction industry.

In this code amendment, staff proposes repealing the initial administrative chapter of each construction code and replacing it with a consolidated chapter to ensure consistency and clarity for staff, property owners, design professionals, developers, and other customers. This consolidation allows the City to better align the model codes to each other and with other requirements in the Edgewood Municipal Code (EMC), such as critical area, zoning, and stormwater standards. Otherwise, the only substantive change intended with the proposed code amendment is to modify the adopted code standards from the 2018 suite of codes to the 2021 suite of codes.

Other cities in the region that have completed something similar include Auburn, Bellevue, Bothell, Burien, Edmonds, Federal Way, Issaquah, Kenmore, Kirkland, Mercer Island, Mill Creek, Newcastle, Sammamish, and Snoqualmie.

Notes on the Attachments:

- "Construction Code Comparison": The attached consistency crosswalk shows what subsection of each construction code, state, or local law led to the language in the draft Title 15, or where the language already exists elsewhere in the EMC.
- "2021 IBC Chapter 1 Administration": A copy of the 2021 International Building Code, Chapter 1 – Administration, is provided as an example to help Council see how the construction codes have been integrated into the draft Title 15 EMC. Please note that this document does not include Washington State's amendments.

Summary of Proposed Chapter 15.10 EMC:

- **15.10.010 Short title.**
  - Provides a term ("this title") for reference throughout the chapter. The term "this code" means the entire Edgewood Municipal Code (EMC), as defined in Title 1 EMC.
- **15.10.020 Purpose and intent.**
  - Consolidates requirements in construction codes and state law.
- **15.10.030 Authority – Duties and powers of the code official.**
  - Consolidates requirements in construction codes, state law, and existing EMC.
- **15.10.040 Applicability of title.**
  - Describes what Chapter 15.10 EMC applies to.
- **15.10.050 Definitions.**
  - Adds Edgewood-specific definitions for the purpose administration of the technical codes.
  - The City is able to adopt limited amendments to definitions in the construction codes.
- **15.10.060 Technical codes – Appendices, conflicts, references.**
  - Consolidates requirements in construction codes and state law.
  - Establishes procedures for how to interpret the technical codes in the event of a conflict.
- **15.10.070 Copies of technical codes on file.**
  - Informs the public that a copy of the construction codes is available for viewing.
- **15.10.080 Burden of proof.**
  - Adds provision consistent with EMC 18.30.090 that the burden of proof is on the applicant.
- **15.10.090 Building permit required.**
  - Consolidates requirements in construction codes.
  - Applicability and exemptions are contained in the technical chapters:
    - 15.20, Building code;
    - 15.30, Residential code;
    - 15.40, Electrical code (the City does not provide permitting or inspections);
    - 15.50, Mechanical code;
    - 15.60, Plumbing code;
    - 15.70, Fire code; and
    - 15.80, Property maintenance code.
- **15.10.100 Requirements – Existing buildings, structures, and building service equipment.**
  - Consolidates requirements in construction codes.
- **15.10.110 Requirements – Temporary structures, building service equipment or uses.**
  - Consolidates requirements in construction codes and state law.
- **15.10.120 Requirements – Service utilities.**
  - Consolidates requirements in construction codes.

- **15.10.130 Requirements – Change in use or occupancy classification.**
    - Consolidates requirements in construction codes.
- **15.10.140 Building permit application – Required information.**
    - Consolidates requirements in construction codes and state law.
- **15.10.150 Building permit application – Required construction documents.**
    - Consolidates requirements in construction codes and state law.
    - Adds clarification for items typically needed due to Edgewood's local site conditions (e.g. septic, stormwater, critical areas).
- **15.10.160 Building permit application – Fees.**
    - Consolidates requirements in construction codes.
    - Adds linkage to Chapter 3.35 EMC, Fees and charges.
- **15.10.170 Building permit application – Design standards – Minimum requirements.**
    - Consolidates requirements in construction codes and state law.
- **15.10.180 Building permit application – Design standards – Alternative methods.**
    - Consolidates requirements in construction codes.
- **15.10.190 Building permit application – Review – Determination of complete application.**
    - Adds procedures for determining whether an application is complete for review, consistent with current practice and Chapter 18.40 EMC.
    - Clarifies procedures for requesting extensions; adds limitations.
- **15.10.200 Building permit application – Vesting – Date.**
    - Ensures consistency with state law. Building permits vest separately from project permits.
- **15.10.210 Building permit application – Vesting – Timing of project permit and building permit applications.**
    - EMC 18.40.020 states, in part "… the building official shall not issue a building permit for the construction, reconstruction or alteration of a structure or a part of a structure for which a zoning decision has not been issued."
    - Adds language to clarify the relationship between building permit applications and other approvals, such as critical area, site development, land use, or other environmental review.
- **15.10.220 Building permit application – Optional phasing plan.**
    - Phasing process to separate the foundation from vertical construction exists in the construction codes.
- **15.10.230 Building permit application – Review – Procedure and decision criteria.**
    - Clarifies the requirements for approving a building permit application.
- **15.10.240 Building permit application – Review – Expiration.**
    - Consolidates language from construction codes for when a building permit application expires.
    - Clarifies procedures for requesting extensions; adds limitations.
- **15.10.250 Building permit application – Review – Issuance.**
    - Clarifies issuance procedures.
    - Incorporates requirements in state law for projects over $500.00 and projects over $5,000.00.
- **15.10.260 Issued building permit – Validity.**
    - Consolidates language from construction codes.
- **15.10.270 Issued building permit – General standards.**
    - Consolidates language from construction codes.
- **15.10.280 Issued building permit – Minimum standards for construction sites.**
    - Standards for construction sites are contained in the IBC, but do not currently apply to all construction projects.
    - Key minimum standards for construction sites are added here to help ensure that construction

sites are kept safe, clean, and compliant with the noise standards in Title 18.

- **15.10.290 Issued building permit – Testing and verification.**
  - Consolidates testing requirements for building service equipment.
- **15.10.300 Issued building permit – Inspections and sequencing.**
  - Clarifies the responsibilities of the permittee in the inspection process.
  - Establishes groups of inspections (as applicable) and the order that inspections must be completed.
- **15.10.310 Revision of approved or issued plans.**
  - Clarifies procedures for revision of plans.
- **15.10.320 Building permit expiration, suspension or revocation.**
  - Consolidates language from construction codes for when an issued building permit expires.
  - Clarifies extension process and requirements for an extension, requires applicants to identify outstanding work associated with the permit.
- **15.10.330 Certificate of occupancy.**
  - Codifies the current practice of the final inspection serving as the certificate of occupancy for certain one- and two-family dwellings and their accessory structures.
  - Confirms the requirement for a formal certificate of occupancy for all other permitted work.
  - Clarifies the requirements for what must be completed prior to obtaining a Temporary Certificate of Occupancy.
- **15.10.340 Violations and enforcement.**
  - Drafted to align with the recently updated Title 7 EMC.

Summary of Proposed Chapters 15.20, 15.40, 15.50, 15.60, and 15.70 EMC:

Chapters 15.20, 15.40, 15.50, 15.60, and 15.70 EMC are all structured to begin with the following sections, which also consolidate requirements from the administrative chapters of the technical codes:

- **15.XX.010 Adoption.**
  - Adopts each technical code, associated appendices and standards, and state law, consistent with state law.
- **15.XX.020 Applicability.**
  - Describes when the technical code in that chapter applies.
- **15.XX.030 Exemptions.**
  - Describes the actions that do not require a permit, and the obligation to still comply with requirements even when a permit is not required.
  - Clarifies that work within most critical areas and their buffers is not exempt.
- **15.XX.040 Amendments, additions, or exceptions.**
  - Standard introductory language for local amendments to the technical codes, as required by state law.

Summary of Proposed Chapter 15.80 EMC:

Chapter 15.80 EMC adopts the 2021 Edition of the International Property Maintenance Code (IPMC), available online at: https://codes.iccsafe.org/content/IPMC2021P2. This section was updated for consistency with Title 7 EMC, Code enforcement.

The 2018 Edition of the IPMC, with amendments, is adopted in EMC 15.05.100, available online at: https://www.codepublishing.com/WA/Edgewood/#!/Edgewood15/Edgewood1505.html#15.05.100.

- **15.80.010 Adoption.**
    - Adopts the property maintenance code with an appendix and state law, consistent with state law.
- **15.80.020 Applicability.**
    - Describes when the property maintenance code applies.
- **15.80.030 Duty of owner.**
    - Describes the responsibility of the owner or owner's authorized agent to maintain the property in a safe manner.
- **15.80.040 Amendments, additions, or exceptions.**
    - Standard introductory language for local amendments to the IPMC.

Summary of Proposed Chapter 15.90 EMC:

Chapter 15.90 EMC provides the appeal process for actions related to the administration of Title 15, other than enforcement actions, which are appealable under Title 7. The Hearing Examiner is granted the authority to hear appeals of decisions by a code official under this title.

Summary of Review by Planning Commission:

- Draft Chapters 15.10 and 15.20 EMC were reviewed by the Planning Commission at their February 12, 2024, meeting.
- This ordinance is not a “development regulation” as defined in RCW 36.70A.030, and therefore the Planning Commission was not required to make a formal recommendation to City Council.
- Planning Commission recommended:
    - Minor clarifications to the definitions of "building code official", "code official", and "fire code official".
    - Clarification to draft 15.10.060, Technical codes - Appendices, conflicts, references, to the extent possible. Staff reviewed this request and left the model code language intact for this round of updates.
    - Clarification of 15.10.110(A)(3), a state amendment to allow temporary permits for unheated tents and yurts. The clarification allowed for consistency with the City's existing temporary use permit process.
    - Updating throughout to ensure references to Chapter 64.55 RCW included "multi-family residential building" in the surrounding text for clearer context.
    - Clarification of the exemption for small accessory structures regarding "clear line of vision" for vehicular traffic in proposed EMC 15.20.030 and EMC 15.30.030. The proposed language is consistent with other provisions of the EMC. Staff agrees that the requirements for safe pedestrian and vehicle approaches around intersections need to be clarified as part of a specific, separate update in the future.

Responses to Council Questions from March 20, 2024, Study Session:

- What is the purpose of the proposed EMC 15.10.030(C)(1)(b)(v)?
    - WAC 51-16-030 allows cities to adopt exemptions from certain construction code requirements in order to provide housing for indigent persons. The purpose of the proposed language in EMC 15.10.030(C)(1)(b)(v) is to authorize the code official to adopt policies to implement that process, if and when the City Council adopts an exemption. The language does not circumvent

the authority of City Council to adopt any such exemption, which must be in place before the code official develops or adopts any associated policy.

- How do "use and occupancy" in the proposed EMC 15.10.130(C)(3) relate to "use" in Title 18 EMC (zoning regulations)?
    - "Use and occupancy" in the construction codes is related the physical features of a building or structure that ensure it is constructed to safely support the function of the building or structure and minimize associated risks. Typically, the use and occupancy category dictates the minimum fire safety, accessibility, structural load, occupancy load, and building service equipment standards. For example, a factory manufacturing hazardous materials occupied by trained professionals is a very different use than a multi-family residential building occupied by people of all ages and abilities.
    - "Use" in Title 18 refers to permitted land uses. These categories of uses have more to do with how a property is used and how the use interacts with and impacts the surrounding community. If the proposed use is not permitted in the land use table, an associated building permit cannot be issued for that purpose.
- Proposed EMC 15.10.170(J) discusses the requirement for electric vehicle infrastructure - is this also addressed in the parking requirements in Title 18 EMC?
    - It appears that the provisions adopted under Ordinance No. 16-0463 to allow electric vehicle (EV) infrastructure as an accessory use in various zoning districts was inadvertently lost in the consolidation of the land use table in Chapter 18.70 EMC. EV infrastructure is supported in the 2015 Comprehensive Plan (Policy E.V.d) and will be added to the list of future development code updates for correction.

Summary of Changes Since Public Hearing Notice:

- Ordinance was updated to correct the Council meeting dates from 2023 to 2024.
- Ordinance and Exhibit B was updated to addcorrection of references for "building code official", "fire code official", and/or to the correct EMC citation in:
    - Chapter 7.05 EMC, Unfit Dwellings, Buildings, and Structures
    - Chapter 8.10 EMC, Fireworks (Effective until September 19, 2024)
    - Chapter 8.10 EMC, Fireworks (Effective September 19, 2024)
    - Chapter 10.12 EMC, Parking
    - Chapter 13.05 EMC, Stormwater Manual – Site Development Regulations
    - Chapter 18.40 EMC, Procedures for Land Use Permits and Decisions
    - Chapter 18.50 EMC, Discretionary Permits and Administrative Decisions – Review Criteria
    - Chapter 18.97 EMC, Sign Code
    - Chapter 18.100 EMC, Development Standards – Use Specific
- Exhibit A was updated to clarify sanitary sewer requirements at building permit application, issuance, and final approval / inspections as follows:
    - Building permit application - 15.10.140(B)(1) updated to read:
        - "1. ~~Proof of application for a sewer connection permit~~ Evidence of adequate sanitary sewer capacity from the public sanitary sewer purveyor providing service to the property for the intended use of the building or structure. Whenever a public sanitary sewer system is not available, either:"
    - Building permit issuance - 15.10.260(A)(5) replaced to read:
        - 5. Where applicable, proof of:
            - a. An approved developer extension agreement from the public sanitary sewer

purveyor;
        - b. An issued sewer connection permit from the public sanitary sewer purveyor; or
        - c. An issued on-site sewage/septic system permit from the Tacoma-Pierce County health department;
    - Final approval / inspection - 15.10.300(D)(7)(d) updated to read:
        - "d. Service utility approvals. The permittee shall provide a copy of any final approval from the utility purveyor and/or Tacoma-Pierce County health department that is required for installation or connection of a service utility, as required by EMC 15.10.120.
- Exhibit B was updated to correct the omission of the word "fire" from "fire code official" in EMC 8.10.080(C).

Item History:

Recommended Action:
Motion to adopt AB24-0660 – Ordinance 24-0660 repealing and replacing Title 15 of the Edgewood Municipal Code and adopting amendments to Titles 2, 4, 7, 8, 10, 13, 14, 16, and 18 EMC, to clarify and streamline the building permit process and adopt the current Washington State building construction codes as presented.

Alternatives:
1. Adopt the proposed ordinance with modifications;
2. No action (do not adopt an ordinance; state law applies as-is on March 15, 2024, without consideration for local conditions). Staff does not recommend this option as retaining the existing code will create immediate conflicts between the 2018 and 2021 model code.

Fiscal Note/Consideration:
N/A

PUBLIC HEARING: CONSTRUCTION CODES ORDINANCE

Lauren Balisky, Director

James Tumelson, Building & Fire Official

Community & Economic Development

Council Public Hearing – February 27, 2024

EDGEWOOD
Washington

MEETING PURPOSE

Item 2.A. Public hearing on the proposed amendments to the Edgewood Municipal Code (EMC) to consolidate the administrative chapter of the construction codes and update associated references throughout the EMC.

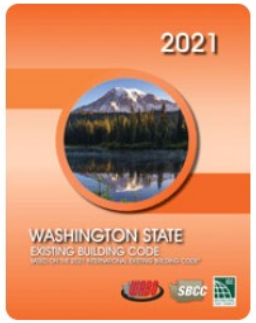
Item 6.A. Decision on proposed ordinance.

CONSTRUCTION CODES

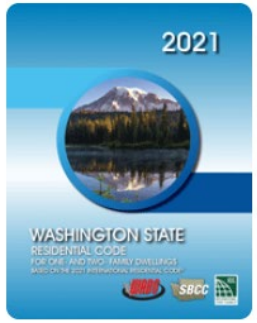
PURPOSE OF CONSTRUCTION CODES

- Minimum technical and design standards
- Goal is to ensure safe, resilient construction
- Developed at international level
  - Adopted by Washington State
  - Some local modification allowed (usually must provide equal or greater protection)
- Provides consistency and predictability to applicants

2021 Washington State Building Code



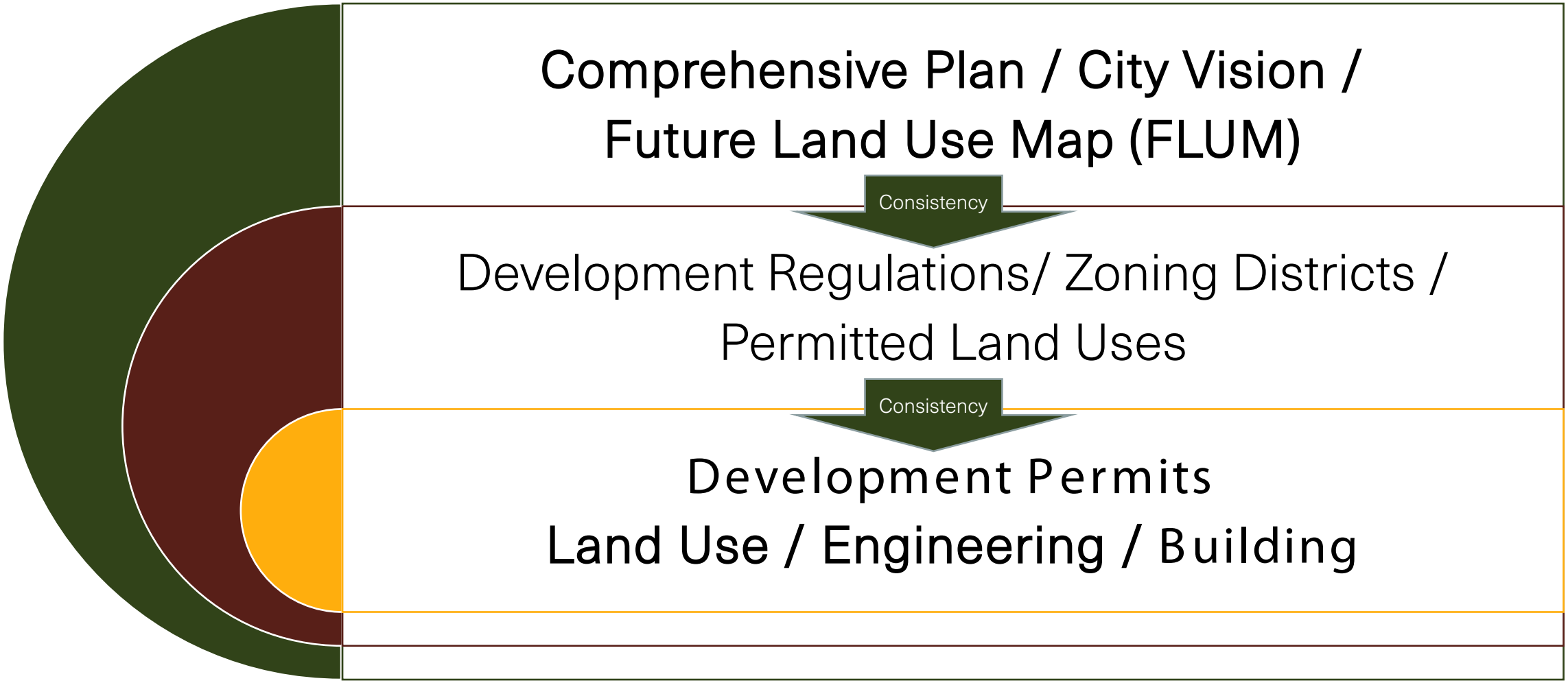
2021 Washington State Existing Building Code



2021 Washington State Residential Code

2021 Washington State Wildland-Urban Interface Code

WHERE CONSTRUCTION CODES FIT IN



STAFF GOALS

- Provide consistency and clarity on process
  - Address customer questions and bottlenecks
- Align the model codes to each other, state law, and local conditions
- Ensure other requirements are supported, especially:
  - Title 13 – Surface Water / Stormwater
  - Title 14 – Critical Areas
  - Title 18 – Development Standards / Zoning
- Supports work on other recent updates:
  - Title 7 – Code Enforcement
  - Fee Schedule

EMC AMENDMENTS

PROPOSED AMENDMENTS – EXHIBIT A

- Repeal and Replace Title 15 EMC with:
  - Chapter 15.10 – General Provisions
  - Chapter 15.20 – Building Code
  - Chapter 15.30 – Residential Code
  - Chapter 15.40 – Electrical Code (administered by WA L&I)
  - Chapter 15.50 – Mechanical Code
  - Chapter 15.60 – Plumbing Code
  - Chapter 15.70 – Fire Code
  - Chapter 15.80 – Property Maintenance Code
  - Chapter 15.90 – Appeals

PROPOSED AMENDMENTS – EXHIBIT A

Structure

- Most sections consolidated into proposed Chapter 15.10 EMC
  - General applicability
  - Responsibility
  - Requirements for application, issuance, inspection and final approval
  - Expiration timelines
- Violations and enforcement – referred to Title 7 EMC
- Appeal provisions in proposed Chapter 15.90 EMC

CHAPTER 1

SCOPE AND ADMINISTRATION

User notes:

About this chapter: *Chapter 1 establishes the limits of applicability of the code and describes how the code is to be applied and enforced. Chapter 1 is in two parts: Part 1—Scope and Application (Sections 101–102) and Part 2—Administration and Enforcement (Sections 103–116). Section 101 identifies which buildings and structures come under its purview and references other I-Codes as applicable. Standards and codes are scoped to the extent referenced (see Section 102.4).*

This code is intended to be adopted as a legally enforceable document and it cannot be effective without adequate provisions for its administration and enforcement. The provisions of Chapter 1 establish the authority and duties of the code official appointed by the authority having jurisdiction and also establish the rights and privileges of the design professional, contractor and property owner. Chapter 1 is largely concerned with maintaining "due process of law" in enforcing the building performance criteria contained in the body of the code.

Code development reminder: *Code change proposals to this chapter will be considered by the Administrative Code Development Committee during the 2022 (Group B) Code Development Cycle.*

PART 1—SCOPE AND APPLICATION

SECTION 101
SCOPE AND GENERAL REQUIREMENTS

[A] 101.1 Title. These regulations shall be known as the *Building Code* of **[NAME OF JURISDICTION]**, hereinafter referred to as "this code."

[A] 101.2 Scope. The provisions of this code shall apply to the construction, *alteration*, relocation, enlargement, replacement, *repair*, equipment, use and occupancy, location, maintenance, removal and demolition of every building or structure or any appurtenances connected or attached to such buildings or structures.

Exception: Detached one- and two-family *dwellings* and *townhouses* not more than three *stories above grade plane* in height with a separate *means of egress*, and their accessory structures not more than three *stories above grade plane* in height, shall comply with this code or the *International Residential Code*.

[A] 101.2.1 Appendices. Provisions in the appendices shall not apply unless specifically adopted.

[A] 101.3 Purpose. The purpose of this code is to establish the minimum requirements to provide a reasonable level of safety, health and general welfare through structural strength, *means of egress*, stability, sanitation, light and *ventilation*, energy conservation, and for providing a reasonable level of life safety and property protection from the hazards of fire, *explosion* or *dangerous* conditions, and to provide a reasonable level of safety to fire fighters and emergency responders during emergency operations.

[A] 101.4 Referenced codes. The other codes specified in Sections 101.4.1 through 101.4.7 and referenced elsewhere in this code shall be considered to be part of the requirements of this code to the prescribed extent of each such reference.

[A] 101.4.1 Gas. The provisions of the *International Fuel Gas Code* shall apply to the installation of gas piping from the point of delivery, gas appliances and related accessories as covered in this code. These requirements apply to gas piping systems extending from the point of delivery to the inlet connections of appliances and the installation and operation of residential and commercial gas appliances and related accessories.

[A] 101.4.2 Mechanical. The provisions of the *International Mechanical Code* shall apply to the installation, *alterations*, *repairs* and replacement of mechanical systems, including equipment, appliances, fixtures, fittings and appurtenances, including ventilating, heating, cooling, air-conditioning and refrigeration systems, incinerators and other energy-related systems.

[A] 101.4.3 Plumbing. The provisions of the *International Plumbing Code* shall apply to the installation, *alteration*, *repair* and replacement of plumbing systems, including equipment, appliances, fixtures, fittings and appurtenances, and where connected to a water or sewage system and all aspects of a medical gas system. The provisions of the *International Private Sewage Disposal Code* shall apply to private sewage disposal systems.

[A] 101.4.4 Property maintenance. The provisions of the *International Property Maintenance Code* shall apply to *existing structures* and premises; equipment and facilities; light, *ventilation*, space heating, sanitation, life and fire safety hazards; responsibilities of *owners*, operators and occupants; and occupancy of existing premises and structures.

[A] 101.4.5 Fire prevention. The provisions of the *International Fire Code* shall apply to matters affecting or relating to structures, processes and premises from the hazard of fire and *explosion* arising from the storage, handling or use of structures, materials or devices; from conditions hazardous to life, property or public welfare in the occupancy of structures or premises; and from the construction, extension, *repair*, *alteration* or removal of fire suppression, *automatic sprinkler systems* and alarm systems or fire hazards in the structure or on the premises from occupancy or operation.

[A] 101.4.6 Energy. The provisions of the *International Energy Conservation Code* shall apply to all matters

2021 INTERNATIONAL BUILDING CODE® 1-1

PROPOSED AMENDMENTS – EXHIBIT A

Structure

- Origin of each provision listed in the "Consistency Crosswalk"
- Technical code chapters structured the same:
  - Adoption of Washington state construction code(s)
  - Applicability (required when…)
  - Exemptions (not required when…)
  - Edgewood-specific amendments
    - Existing w/ minor clarifications

EDGEWOOD Washington

2021 Construction Codes Consistency Crosswalk

City of Edgewood ■ 2224 104th Ave East ■ Edgewood, Washington 98372-1513 ■ 253-952-3299

A. **2021 Washington Construction Codes:** https://codes.iccsafe.org/codes/washington

Includes: Building Code, Existing Building Code, Residential Code, Wildland-Urban Interface Code, Mechanical Code, Fuel Gas Code
Does Not Include: Fire Code (as of the date of this packet, the Fire Code is not publicly available), Property Maintenance Code (https://codes.iccsafe.org/content/IPMC2021P2, procedures are a code enforcement function)

B. **2021 Uniform Plumbing Code (UPC):** https://epubs.iapmo.org/2021/UPC/

C. **Title 51 WAC:** https://app.leg.wa.gov/WAC/default.aspx?cite=51

D. **Chapter 19.27 RCW – State Building Code:** https://app.leg.wa.gov/rcw/default.aspx?cite=19.27

Proposed EMC	Other Law	IBC	IEBC	IRC	WUIC	IMC	IFGC	UPC
Short title.								
15.10.010		101.1	101.1	R101.1	101.1	101.1	101.1	101.1
Purpose and intent.								
15.10.020(A)		101.3	101.3	R101.3	101.3	101.3	101.4	101.3
15.10.020(B)	RCW 19.27.020							
15.10.020(C)	RCW 4.96.010							
Authority – Duties and powers of the code official.								
15.10.030(A)(1)	WAC 51-50-001							
15.10.030(A)(1)	WAC 51-51-001							
15.10.030(A)(1)	WAC 51-52-001							
15.10.030(A)(1)	WAC 51-54A-001							
15.10.030(A)(1)	WAC 51-55-001							
15.10.030(A)(1)	WAC 51-56-001							
15.10.030(A)(2)	RCW 19.27A.015							
15.10.030(A)(3)	RCW 19.28.081							
15.10.030(B)		103.1	103.1	R103.1	103.1	103.1	103.1	
15.10.030(B)(1)	IFC 103.1							
15.10.030(B)(2)	IPMC 103.1							
15.10.030(B)(3)		103.3	103.3	R103.3	103.3	103.3	103.3	
15.10.030(B)(4)					104.7			
15.10.030(C)(1)					104.2			
15.10.030(C)(1)		104.1	104.1	R104.1	104.1	104.1	104.1	103.1
15.10.030(C)(2)		104.2	104.2	R104.2	104.6	104.2	104.2	103.3
15.10.030(C)(3)(a)		104.4	104.4	R104.4	110.1	104.3	104.3	
15.10.030(C)(3)(b)					110.1.2			

PROPOSED AMENDMENTS – EXHIBIT A

Key Clarifications in Proposed Chapter 15.10 EMC:

- Ordered provisions by <u>when</u> they occur in the process
- Added clear guidance for application requirements
- Expanded procedures for:
  - Complete application
  - Review process and decision criteria
  - Issuing an approved application
  - Inspections, including sequence
  - Expiration and requirements for granting extensions
- Minimum standards for safe construction sites (currently only applies to IBC permits)

PROPOSED AMENDMENTS – EXHIBIT B

Chapter – Title Summary	Building Code Official	Fire Code Official	Title 15 Reference
2.40 – Hearing Examiner	X	X	X
4.05 – Deferral of Impact Fees			X
7.50 – Unfit Dwellings, Buildings, and Structures	X		
8.09 – Chronic Nuisance Properties	X	X	X
8.10 – Fireworks (both)		X	
10.12 – Parking	X	X	
13.05 – Stormwater Manual – Site Development Regulations			X
14.60 – Aquifer Recharge and Wellhead Protection Areas			X

PROPOSED AMENDMENTS – EXHIBIT B

Chapter – Title Summary	Building Code Official	Fire Code Official	Title 15 Reference
14.80 – Flood Hazard Areas			X
14.110 – Erosion Hazard Areas			X (to Ch. 13.05)
16.01 – General Provisions (Subdivisions)		X	X
18.40 – Procedures for Land Use Permits and Decisions	X		
18.50 – Discretionary Permits and Administrative Decisions – Decision Criteria	X		
18.90 – Development Standards – Citywide Applicability	X		X (consistency with C/O process)
18.97 – Sign Code	X		
18.100 – Development Standards – Use Specific		X	

UPDATES TO PRIOR DRAFT

- Ordinance updated to reference February 2024 SS and RCM
- Ordinance and Exhibit B updated to add correction of references for “building code official”, “fire code official” and/or to correct the EMC citation
- Exhibit A updated to clarify sanitary sewer requirements at:
  - Building permit application
  - Building permit issuance
  - Final approval / inspection process
- Exhibit B updated to correct omission of “fire” from “fire code official” in EMC 8.10.080(C).

STAFF RECOMMENDATION

- Review the draft amendments and request any clarifications or modifications.
- Hold the public hearing on February 27, 2024.

Alternatively…

- If Council needs more time, an emergency ordinance will be needed due to the March 15, 2024, state deadline.

QUESTIONS

STAFF RECOMMENDATION DURING PUBLIC HEARING

OPTION 1:

- Mayor closes the public hearing.

OPTION 2:

- Motion to continue the public hearing to March 12, 2024 (requires emergency ordinance).

A decision on this item can be made under Agenda Item 6.A.

ABOUT EMERGENCY ORDINANCES

RCW 35A.12.130 (Ordinances for Mayor-Council Governments)

- An ordinance passed by a majority plus one may become effective immediately
- Normally publication date plus five (5) days
- Building codes are not an “official control” (RCW 36.70.550)
  - No additional public hearing is required
- Ordinance will be rewritten to reflect that it is an emergency ordinance.

STAFF RECOMMENDATION DURING COUNCIL BUSINESS

MOTION TO…

- Adopt AB24-0660 – Ordinance 24-0660 repealing and replacing Title 15 of the Edgewood Municipal Code and adopting amendments to Titles 2, 4, 7, 8, 10, 13, 14, 16, and 18 EMC, to clarify and streamline the building permit process and adopt the current Washington State building construction codes as presented.

ALTERNATIVES…

- Adopt with modifications; or
- No action (do not adopt an ordinance, state law applies as-is on March 15, 2024).

QUESTIONS?

Lauren Balisky, AICP, Director

Community & Economic
Development Department

comdev@cityofedgewood.org

ORDINANCE NO. 24-0660

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF EDGEWOOD, PIERCE COUNTY, WASHINGTON, ADOPTING THE WASHINGTON STATE 2021 BUILDING CODE, 2021 EXISTING BUILDING CODE, 2021 RESIDENTIAL CODE, 2021 ENERGY CODE, 2021 WILDLAND-URBAN INTERFACE CODE, 2020 NATIONAL ELECTRICAL CODE, 2023 NATIONAL ELECTRICAL CODE, 2021 MECHANICAL CODE, 2021 FUEL GAS CODE, 2020 LIQUIFIED PETROLEUM FUEL GAS CODE, 2021 NATIONAL FUEL GAS CODE, 2021 UNIFORM PLUMBING CODE, 2021 FIRE CODE, AND 2021 INTERNATIONAL PROPERTY MAINTENANCE CODE; REPEALING AND REPLACING TITLE 15 OF THE EDGEWOOD MUNICIPAL CODE (EMC), BUILDINGS AND CONSTRUCTION, IN ITS ENTIRETY; AMENDING CHAPTER 2.40 EMC, HEARING EXAMINER; CHAPTER 4.05 EMC, DEFERRAL OF IMPACT FEES; CHAPTER 7.50, UNFIT DWELLINGS, BUILDINGS, AND STRUCTURES; CHAPTER 8.09, CHRONIC NUISANCE PROPERTIES; CHAPTER 8.10, FIREWORKS (EFFECTIVE UNTIL SEPTEMBER 19, 2024); CHAPTER 8.10, FIREWORKS (EFFECTIVE SEPTEMBER 19, 2024); CHAPTER 10.12, PARKING; CHAPTER 13.05, STORMWATER MANUAL – SITE DEVELOPMENT REGULATIONS; CHAPTER 14.60, AQUIFER RECHARGE AND WELLHEAD PROTECTION AREAS; CHAPTER 14.80, FLOOD HAZARD AREAS; CHAPTER 14.110, EROSION HAZARD AREAS; CHAPTER 16.01, GENERAL PROVISIONS; CHAPTER 18.40, PROCEDURES FOR LAND USE PERMITS AND DECISIONS; CHAPTER 18.50, DISCRETIONARY PERMITS AND ADMINISTRATIVE DECISIONS – REVIEW CRITERIA; CHAPTER 18.90, DEVELOPMENT STANDARDS – CITYWIDE APPLICABILITY; CHAPTER 18.97, SIGN CODE; AND CHAPTER 18.100, DEVELOPMENT STANDARDS – USE SPECIFIC; TO CLARIFY AND STREAMLINE THE BUILDING PERMIT PROCESS AND ADOPT THE CURRENT WASHINGTON STATE BUILDING CONSTRUCTION CODES; PROVIDING FOR SEVERABILITY; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, RCW 19.27.031 expressly requires the City of Edgewood adopt state building, residential, wildland urban interface, fire, mechanical, plumbing and related uniform codes; and

WHEREAS, RCW 19.27A.020 expressly requires the City of Edgewood adopt state energy codes; and

WHEREAS, current provisions of the Edgewood Municipal Code ("EMC") adopt and rely upon various state and national codes, which have been superseded by statewide amendments (2020 and 2021 editions), effective March 15, 2024; and

WHEREAS, the 2020 and 2021 amendments to the state and national codes necessitate corollary amendments to the EMC, along with a few additional minor housekeeping amendments; and

WHEREAS, the City's SEPA Official issued a determination that this Ordinance was categorically exempt under RCW 43.21C.450(4) and WAC 197-11-800(19)(a); and

WHEREAS, the City Council considered a draft of this Ordinance during its study session on February 20, 2024; and

WHEREAS, the City Council considered this Ordinance during a regular meeting on February 27, 2024;

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

Section 1. Title 15 EMC, Repealed and Reenacted. Title 15 EMC, Buildings and Construction, is hereby repealed in its entirety and reenacted as shown in Exhibit A, attached hereto and incorporated herein by this reference.

Section 2. EMC 2.40.080(B)(2)(g), Amended. Subsection (B)(2)(g) of EMC 2.40.080, Examiner – Powers and duties, is hereby amended to read as shown in Exhibit B, attached hereto and incorporated herein by this reference.

Section 3. EMC 4.05.020(B), Amended. Section (B) of EMC 4.05.020, Definitions, is hereby amended to read as shown in Exhibit B, attached hereto and incorporated herein by this reference.

Section 4. EMC 7.50.050(B)(3), Amended. Subsection (B)(3) of EMC 7.50.050, Standards for repair, demolition, vacation, and/or closure, is hereby amended to read as shown in Exhibit B, attached hereto and incorporated herein by this reference.

Section 5. EMC 8.09.020, Amended. EMC 8.09.020, Definitions, is hereby amended to read as shown in Exhibit B, attached hereto and incorporated herein by this reference.

Section 6. EMC 8.09.130(A)(3), Amended. Subsection (A)(3) of EMC 8.09.130, Superior court – Remedies, is hereby amended to read as shown in Exhibit B, attached hereto and incorporated herein by this reference.

Section 7. EMC 8.10.080(C), Amended. Subsection (C) of EMC 8.10.080, Penalties (Effective until September 19, 2024), is hereby amended to read as shown in Exhibit B, attached hereto and incorporated herein by this reference.

Section 8. EMC 8.10.060(C), Amended. Subsection (C) of EMC 8.10.060, Penalties (Effective September 19, 2024), is hereby amended to read as shown in Exhibit B, attached hereto and incorporated herein by this reference.

Section 9. EMC 10.12.030(B), Amended. Section (B) of EMC 10.12.030, No parking in fire lane, is hereby amended to read as shown in Exhibit B, attached hereto and incorporated herein by this reference.

Section 10. EMC 13.05.170, Amended. EMC 13.05.170, Modifications to the PCM, is hereby amended to read as shown in Exhibit B, attached hereto and incorporated herein by this reference.

Section 11. EMC 14.60.040(E)(2), Amended. Subsection (E)(2) of EMC 14.60.040(E)(2), Nonhazardous uses, is hereby amended to read as shown in Exhibit B, attached hereto and incorporated herein by this reference.

Section 12. EMC 14.60.040(E)(3), Amended. Subsection (E)(3) of EMC 14.60.040(E)(3), Nonhazardous uses, is hereby amended to read as shown in Exhibit B, attached hereto and incorporated herein by this reference.

Section 13. EMC 14.60.040(E)(4), Amended. Subsection (E)(4) of EMC 14.60.040(E)(4), Nonhazardous uses, is hereby amended to read as shown in Exhibit B, attached hereto and incorporated herein by this reference.

Section 14. EMC 14.80.030(A)(11), Amended. Subsection (A)(11) of EMC 14.80.030, Definitions, is hereby amended to read as shown in Exhibit B, attached hereto and incorporated herein by this reference.

Section 15. EMC 14.110.030(A)(5), Amended. Subsection (A)(5) of EMC 14.110.030, Erosion hazard area review procedures, is hereby amended to read as shown in Exhibit B, attached hereto and incorporated herein by this reference.

Section 16. EMC 14.110.030(D), Amended. Section (D) of EMC 14.110.030, Erosion hazard area review procedures, is hereby amended to read as shown in Exhibit B, attached hereto and incorporated herein by this reference.

Section 17. EMC 14.110.040(D), Amended. Section (D) of EMC 14.110.040, Erosion hazard area standards, is hereby amended to read as shown in Exhibit B, attached hereto and incorporated herein by this reference.

Section 18. EMC 16.01.065(C), Amended. Section (C) of EMC 16.01.065, Administration, is hereby amended to read as shown in Exhibit B, attached hereto and incorporated herein by this reference.

Section 19. EMC 18.40.020, Amended. EMC 18.40.020, Permit required, is hereby amended to read as shown in Exhibit B, attached hereto and incorporated herein by this reference.

Section 20. EMC 18.50.070(B)(13)(c), Amended. Subsection (B)(13)(c) of EMC

18.50.070, Temporary use permits, is hereby amended to read as shown in Exhibit B, attached hereto and incorporated herein by this reference.

Section 21. EMC 18.90.090(D)(3), Amended. Subsection (D)(3) of EMC 18.90.090, Landscaping, is hereby amended to read as shown in Exhibit B, attached hereto and incorporated herein by this reference.

Section 22. EMC 18.90.090(M)(1), Amended. Subsection (M)(1) of EMC 18.90.090, Landscaping, is hereby amended to read as shown in Exhibit B, attached hereto and incorporated herein by this reference.

Section 23. EMC 18.90.110(H), Amended. Section (H) of EMC 18.90.110, Nonconformities, is hereby amended to read as shown in Exhibit B, attached hereto and incorporated herein by this reference.

Section 24. EMC 18.97.260(C), Amended. Section (C) of EMC 18.97.260, Sign permits, is hereby amended to read as shown in Exhibit B, attached hereto and incorporated herein by this reference.

Section 25. EMC 18.97.260(H)(2), Amended. Subsection (H)(2) of EMC 18.97.260, Sign permits, is hereby amended to read as shown in Exhibit B, attached hereto and incorporated herein by this reference.

Section 26. EMC 18.100.070(D)(1)(i), Amended. Subsection (D)(1)(i) of EMC 18.100.070, Home business, is hereby amended to read as shown in Exhibit B, attached hereto and incorporated herein by this reference.

Section 27. EMC 18.100.080(E)(13), Amended. Subsection (E)(13) of EMC 18.100.080, Limited home business, is hereby amended to read as shown in Exhibit B, attached hereto and incorporated herein by this reference.

Section 28. 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 29. Effective Date. A summary of this Ordinance consisting of its title shall be published in the official newspaper of the City and shall take effect and be in full force on March 15, 2024. The full text of this Ordinance shall be mailed without charge, upon request.

PASSED BY THE CITY COUNCIL ON THE 27TH DAY OF FEBRUARY, 2024.

_____

Mayor Dave Olson

ATTEST/AUTHENTICATED:

Rachel Pitzel, CMC
City Clerk

APPROVED AS TO FORM:

Ann Marie Soto, City Attorney

Date of Publication: February 28, 2024
Effective Date: March 15, 2024

Exhibit A

Title 15 Buildings and Construction*

* Prior legislation: Ord. 22-631 § 1 (Exh. A); Ord. 21-601 § 1 (Exh. A); Ord. 16-478 § 1 (Exh. A); Ord. 10-343 § 1 (Exh. A); Ord. 07-289 § 1; Ord. 04-224 § 1; Ord. 99-127.

Chapter 15.10 General Provisions

15.10.010 Short title.

This title shall be cited as the "City of Edgewood buildings and construction code" or hereinafter referred to as "this title".

15.10.020 Purpose and intent.

A. Purpose. The purpose of this title is to provide a reasonable level of safety, health, property protection, and general welfare through:

1. Establishing minimum standards for structural strength, means of egress, stability, sanitation, light and ventilation, and energy conservation;
2. Providing a reasonable level of life safety and property protection from the hazards of fire, explosion, or dangerous conditions;
3. Providing a reasonable level of safety to fire fighters and emergency responders during emergency operations;
4. Regulating and controlling the design, construction, installation, quality of materials, location, operation and maintenance or use of electrical, mechanical, fuel gas, and plumbing equipment, installations, or other building service equipment systems;
5. Mitigating the risk to life and structures from intrusion of fire from wildland fire exposures and fire exposures from adjacent structures and to mitigate structure fires from spreading to wildland fuels; and
6. Providing for a reasonable level of sanitation and maintenance to promote continued occupancy of buildings, structures, and premises.

B. Intent. The intent of the city is to:

1. Require minimum performance standards and requirements for construction and construction materials, consistent with accepted standards of engineering, fire, and life safety;

2. Require standards and requirements in terms of performance and nationally accepted standards;

3. Permit the use of modern technical methods, devices, and improvements;

4. Eliminate restrictive, obsolete, conflicting, duplicating, and unnecessary regulations and requirements which could unnecessarily increase construction costs or retard the use of new materials and methods of installation or provide unwarranted preferential treatment to types or classes of materials or products or methods of construction;

5. Provide for standards and specifications for making buildings, structures, and premises accessible to and usable by physically disabled persons;

6. Mitigate the fire and life safety hazards of wildland-urban interface areas; and

7. Consolidate and provide for the administration, organization, and enforcement of the technical codes adopted by the city.

C. The EMC shall be enforced for the benefit of the health, safety, and welfare of the general public. Codes and regulations adopted in this title are not intended to create or otherwise establish or designate any duty on the part of the city of Edgewood to any particular person or class of persons. No provision or any term used in this title is intended to impose any duty upon the city or any of its officers or employees that would subject them to damages in a civil action.

15.10.030 Authority – Duties and powers of the code official.

A. Authority. This title and the technical codes are adopted under the authority of:

1. Chapter 19.27 RCW, State building code;

2. Chapter 19.27A RCW, Energy-related building standards, and

3. Chapter 19.28 RCW, Electricians and electrical installations.

B. Enforcement agency. The community and economic department shall be responsible for enforcement of this title and the technical codes under the administrative and operational control of the building code official; provided:

1. Fire code. The fire code official or designee shall be responsible for administration and enforcement of Chapter 15.70 EMC;

2. Property maintenance. The administrator shall be responsible for administration and enforcement of Chapter 15.80 EMC;

3. Deputies. In accordance with the prescribed procedures of the city and with the concurrence of the director, the code official shall have the authority to appoint a deputy code official, related technical officers, inspectors, plan examiners, and other employees. Such employees shall have powers as delegated by the applicable building or fire code official; and

4. Other agencies. The director may call upon other city departments or outside agencies to assist in the discharge of the duties required by this title.

C. Duties and powers of the code official. In addition to the duties and powers set forth in other sections of this title and the technical codes, the code official shall have the following duties and powers:

1. General. The code official is hereby authorized and directed to enforce the provisions of this title and the technical codes. The code official shall have the authority to:

a. Render interpretations of this title and the technical codes; provided:

i. Such interpretations shall be consistent with the intent and purpose of this title and the technical codes;

ii. An interpretation shall not have the effect of waiving requirements specifically provided for in this title and the technical codes; and

iii. An interpretation may be appealed to the hearing examiner under the procedures set forth in Chapter 15.90 EMC.

iv. A copy of any final interpretation shall be retained by the city clerk and available to the public.

b. Adopt policies regarding:

i. Electronic submission of applications, construction documents, test or special inspection reports, or other documents;

ii. Minimum standards for construction documents, in addition to and consistent with EMC 15.10.170;

iii. Scheduling of inspections, in addition to and consistent with EMC 15.10.300;

iv. Installation of automatic fire-extinguishing systems, including the type and configuration of systems based on, but not limited to, occupancy type, location, and

water availability. The operating policy shall be developed from nationally recognized standards and local conditions; and

v. Application and exemption of construction codes for temporary homeless shelters in accordance with WAC 51-16-030, as it now reads and as hereafter amended.

2. Applications and permits. The code official shall receive building permit applications, review construction documents, and issue building permits for the erection, alteration, demolition and moving of buildings, structures, and building service equipment, inspect the premises for which such permits have been issued, and enforce compliance with the provisions of this title and the technical codes.

3. Inspections.

a. The code official shall make the required inspections, or the code official shall have the authority to accept reports of inspection by approved agencies or individuals. Reports of such inspections shall be in writing and be certified by a responsible officer of such approved agency or by the responsible individual. The code official is authorized to engage such expert opinion as deemed necessary to report upon unusual technical issues that arise at the applicant's expense.

b. For buildings or structures located on properties or portions thereof containing mapped wildland-urban interface area, the code official may inspect for the purpose of ascertaining and causing to be corrected any conditions that could reasonably be expected to cause fire or contribute to its spread, or any violation of the purpose of this code and of any other law or standard affecting fire safety.

4. Right of entry.

a. Where it is necessary to make an inspection to enforce the provisions of this title and the technical codes, or where the code official has reasonable cause to believe that there exists in a building or structure, or upon a premises, a condition which is contrary to or in violation of this title and the technical codes which makes the building, structure, or premises unsafe, dangerous or hazardous, the code official is authorized to enter the building, structure or premises at reasonable times to inspect or to perform the duties imposed by this title and the technical codes; provided, that:

i. Such entries shall be made in such manner as to cause the least possible inconvenience to the persons in possession; and

ii. If such building, structure, or premises is occupied, that credentials be presented to the occupant and entry requested; or

ii. If such building or premises is unoccupied, the code official shall first make a reasonable effort to locate the owner or other person having charge or control of the building, structure, or premises and request entry; or

iv. If entry is refused, the code official shall have recourse to the remedies provided by law to secure entry.

v. Owners, the owner's authorized agent, occupants or any other persons having charge, care or control of any building, structure, or premises, shall, after proper request is made as herein provided, promptly permit entry therein by the code official for the purpose of inspection and examination pursuant to this title and the technical codes.

b. Posted property. Where private property is posted with a "No Trespassing" sign and has a gate or chain on private property, or where private property is enclosed by a secured gate or chain (other than by a simple latching or closure device), the code official shall not make entry beyond areas open to the public without the express permission of the property owner or occupant or a court order. No city employee shall be required to enter a posted or gated piece of property if the city employee feels threatened, intimidated, or otherwise in fear of his or her personal safety.

c. Employee identification. The code official shall carry identification cards while on duty. Any employee, when legitimately requested by the public, shall show the requesting party his or her identification card.

d. Intimidation of employees. The city adopts RCW 9A.76.180, as it now reads and as hereafter amended.

5. Lot lines and setback lines. Notwithstanding the general authority of the code official to administer and enforce this title and the technical codes, the code official shall have no duty, and no authority, to verify or establish lot lines or setback lines. No such duty or authority is created by this title, and none shall be implied. The sole responsibility for verifying and/or establishing lot lines and setback lines shall rest with the applicant. Such responsibility shall not be affected by any oral statement and/or written order, report, directive, permit, or approval of the code official.

6. Notices and orders. The code official shall issue all necessary notices or orders to ensure compliance with this title and the technical codes, pursuant to EMC 15.10.340.

7. Records. The code official shall keep official records of applications received, permits and certificates issued, fees collected, reports of inspections, reports of tests, and notices and orders issued. Such records shall be retained in the official records or a period of not less than 180 days from date of completion of the permitted work, or for not less than the period required for retention of public records by the City's retention schedule, whichever is greater.

8. Liability. The code official charged with the enforcement of this title and the technical codes, acting in good faith and without malice in the discharge of his duties, shall not thereby be rendered personally liable for damage that may accrue to persons or property as a result of an act or omission in the discharge of the assigned duties.

15.10.040 Applicability of title.

This title establishes the administrative, organizational and enforcement rules and regulations for the technical codes which regulate site preparation and construction, alteration, moving, demolition, repair, use and occupancy of buildings, structures and building service equipment within the corporate limits of the city of Edgewood. The provisions of this title shall apply to the administration of the following technical codes:

A. The International Building Code (Chapter 51-50 WAC), as adopted in Chapter 15.20 EMC, Building code;

B. The International Existing Building Code (Chapter 51-50 WAC), as adopted in Chapter 15.20 EMC, Building code;

C. The International Residential Code (Chapter 51-51 WAC), as adopted in Chapter 15.30 EMC, Residential code;

D. The International Energy Conservation Code (Chapters 51-11C and 51-11R WAC), also known as the Washington State Energy Code, as adopted in Chapter 15.20 EMC, Building code, and Chapter 15.30 EMC, Residential code;

E. The International Wildland-Urban Interface Code (Chapter 51-55 WAC), as adopted in Chapter 15.20 EMC, Building code, and Chapter 15.30 EMC, Residential code;

F. The National Electric Code (Chapter 296-46B WAC and Chapter 19.28 RCW), as adopted in Chapter 15.40 EMC, Electric code;

F. The International Mechanical Code (Chapter 51-52 WAC), as adopted Chapter 15.50 EMC, Mechanical code, including the standards for liquefied petroleum gas installations;

G. The International Fuel Gas Code (Chapter 51-52 WAC), as adopted in Chapter 15.50 EMC

H. The Uniform Plumbing Code and Uniform Plumbing Code Standards (Chapters 51-56 and 51-57 WAC), as adopted in Chapter 15.60 EMC, Plumbing code;

I. The International Fire Code (Chapter 51-54A WAC), as adopted in Chapter 15.70 EMC, Fire code; and

J. The International Property Maintenance Code, as adopted in Chapter 15.80 EMC, Property maintenance code.

15.10.050 Definitions.

The following terms shall have the following meaning for purposes of this title and the technical codes, unless the context specifies otherwise. Where terms are not defined, they shall have their ordinarily accepted meanings within the context with which they are used. The following terms are not intended to replace definitions contained and applied within each technical code, except as specifically provided herein:

"Action" means a specific response complying fully with a specific request by the jurisdiction.

"Addition" means an extension or increase in floor area or height of a building or structure.

"Administrator" means the administrator as defined in EMC 7.10.050, definitions.

"Alter" or "alteration" means a change to modification of a building, structure, or building service equipment.

"Applicant" means the owner or the owner's authorized agent for a building permit application.

"Approved agency" means an established and recognized agency regularly engaged in conducting tests or furnishing inspection services, when the agency has been approved by the code official.

"Board of appeals", where used in this title and the technical codes, means the city's hearing examiner.

"Building" means a structure used or intended for supporting or sheltering a use or occupancy.

"Building code official" or "building official", where used in this title and the technical codes, means the mayor, his or her duly authorized representative, and any designated alternate city agent or employee empowered by ordinance or by the mayor charged with the administration and

enforcement of this title and the technical codes, except where authority is specifically reserved for the fire code official.

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

"Building, existing" means a building erected prior to the adoption of this title, or one for which a legal building permit has been issued.

"Building permit" means any permit required by this title and the technical codes, including but not limited to permits for buildings, structures, building service equipment, or uses required by the technical codes as adopted by this title.

"Building permit application" means an application for a building permit required pursuant to this title.

"Building permit, issued" means an official document issued by the code official authorizing performance of a specified scope of work, activity, operation, practice, or function.

"Code official", where used in this title and the technical codes, means, depending on the applicable provision of this title and the technical codes, as evident by the context:

1. The building code official; and/or
2. The fire code official.

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

"Construction documents" means plans, specifications, computations, and other data required to be submitted for any application required by this title or the technical codes.

"Department" means the community and economic development department, unless otherwise specified.

"Director" means the director of the community and economic development department, unless otherwise specified.

"Director, public works" means the director of the public works department of the city of Edgewood or his/her designee.

"EMC" means the Edgewood Municipal Code.

"Energy code" means the International Energy Conservation Code (Washington State Energy Code), as adopted by the city.

"Existing structure" means a structure erected prior to the adoption of the appropriate code, or one for which a legal building permit has been issued.

"Fire code official" or "fire official", where used in this title and the technical codes, means the individual who is charged with the administration and enforcement of the fire code and wildland-urban interface code.

"Fire chief", where used in the technical codes, means the fire chief of East Pierce Fire and Rescue for the purpose of fire response and investigation in the IFC, and for all other purposes in the technical codes, the "fire code official".

"IBC" or "building code" means the International Building Code, as adopted by the city.

"IEBC" or "existing building code" means the International Existing Building Code, as adopted by the city.

"IECC" or "energy code" means the Washington State Energy Code, as adopted by the city.

"IFC" or "fire code" means the International Fire Code, as adopted by the city.

"IFCG" or "fuel gas code" means the International Mechanical Code, as adopted by the city.

"IMC" or "mechanical code" means the International Mechanical Code, as adopted by the city.

"IPMC" or "property maintenance code" means the International Property Maintenance Code, as adopted by the city.

"IRC" or "residential code" means the International Residential Code, as adopted by the city.

"Listed" and "listing" are terms referring to equipment or materials included in a list by an approved testing laboratory, inspection agency or other organization concerned with product evaluation that maintains periodic inspection of current production of listed equipment or materials. The published list shall state that the material or equipment complies with approved nationally recognized codes, standards or tests and has been tested or evaluated and found suitable for use in a specified manner.

"NEC" or "electric code" means the National Electric Code, as adopted by the city.

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

"Owner" means any owner, or reputed owner, of the property which is listed on the tax rolls of the Pierce County assessor-treasurer for the property; or otherwise having control of the

property, including the guardian of the estate of any such person, and the executor or administrator of the estate of such person if ordered to take possession of real property by a court.

"Permittee" means the owner or the owner's authorized agent to whom a building permit is issued.

"Project permit" means a project permit as defined in EMC 18.20.190.

"Public utility" means a public utility as defined in EMC 18.20.190.

"Registered design professional" means an individual who is registered or licensed to practice their respective design profession as defined by the statutory requirements of the professional registration laws of the state of Washington.

"Registered design professional in responsible charge" means a registered design professional engaged by the owner or the owner's authorized agent to review and coordinate certain aspects of the project, as determined by the code official, for compatibility with the design of the building or structure, including submittal documents prepared by others, deferred submittal documents, and phased submittal documents.

"Renew" or "renewal" means to authorize the use of a building permit approval past the original expiration date and preserve vesting under the code which the building permit was issued.

"Repair" means the reconstruction or renewal of any part of an existing building, structure, or building service equipment for the purpose of its maintenance.

"Revision" means a change by an applicant or permittee to an application under review or to the scope of work authorized by an issued building permit.

"Structural observation" means the visual observation of the structural system, for general conformance to the approved plans and specifications, at significant construction stages and at completion of the structural system. Structural observation does not include or waive the responsibility for the inspections required by the technical codes.

"Structure" means that which is built or constructed, an edifice or building of any kind, or any piece of work artificially built up or composed of parts joined together in some definite manner.

"Technical codes" means and refers to all codes, appendices and referenced code standards adopted by the city in this title which contain the provisions for design, construction, alteration, moving, demolition, repair, removal, use, location, occupancy and maintenance of buildings, structures, building service equipment, and premises.

"UPC" or "plumbing code" means the Uniform Plumbing Code, as adopted by the city.

"Valuation" or "value," means the total fair market value of all construction work or estimated cost to replace the building and its building service equipment in kind, based on current replacement costs.

"Withdraw" or "withdrawn" means an action by an applicant or permittee to withdraw a project from active review or construction status.

"WUIC" or "wildland-urban interface code" means the International Wildland-Urban Interface Code, as adopted by the city.

15.10.060 Technical codes – Appendices, conflicts, references.

A. Appendices. Provisions in the appendices are intended to supplement the requirements of the technical codes and shall not apply unless specifically adopted.

B. Conflicting provisions.

1. Where conflicts occur between the requirements of this title and the technical codes and other laws, regulations, city ordinances or code provisions, or between the technical codes, those provisions providing the greater safety to life shall govern or, if life safety is not at issue, the more restrictive provision shall govern.

2. Where, in any specific case, different sections of the technical codes specify different materials, methods of construction, or other requirements, the hierarchy of the codes named in RCW 19.27.031, as it now reads and as hereafter amended, shall govern, except:

a. Where there is a conflict between provisions for which such hierarchy of codes is not determinative, the most restrictive provision shall govern.

b. Where there is a conflict between a general requirement and a specific requirement, the specific requirement shall govern.

c. Where there is a conflict between a technical code and its referenced standard, or where the subject matter in a referenced standard is within the scope of the technical code, the provision in the technical code shall govern.

d. Where there is a conflict between the duct sealing or insulation requirements of the building code and the duct sealing or insulation requirements of the energy code, the provisions of the energy code shall govern.

e. Where there is a conflict between the technical codes as adopted by the city and the technical codes as adopted in RCW 19.27.031, the exceptions and amendments to the technical codes contained in the provisions of RCW 19.27.031 shall govern.

3. Where enforcement of a code provision would violate the conditions of the listing or manufacturer's instructions of the equipment or appliance, the conditions of the listing or manufacturer's instructions shall apply.

C. Retroactivity. Provisions of the technical codes that specifically apply to existing conditions are retroactive.

D. Other laws. The provisions of this title and the technical codes shall not be deemed to nullify any provisions of local, state, or federal law.

E. Referenced codes and standards. Referenced codes shall be considered to be part of the requirements of the associated technical code to the prescribed extent of each such reference. Codes referenced within the technical codes adopted by the city shall not apply unless specifically adopted by the city in other chapters of this title. References to codes not adopted by the city shall be deemed to refer to the most applicable provision of codes or standards adopted by the city, as determined by the code official.

F. Application of references. References to chapter or section numbers, or to provisions not specifically identified by number, shall be construed to refer to such chapter, section or provision of the applicable code as indicated by the context.

G. Subjects not regulated by the technical codes. Where applicable standards or requirements are not set forth in a technical code, or are contained within other laws, codes, regulations, ordinances, or policies adopted by the city of Edgewood, compliance with applicable standards of other nationally recognized safety standards, as approved, shall be deemed as prima facie evidence of compliance with the intent of the technical codes.

H. Matters not provided for. Requirements that are essential for the public safety of an existing or proposed activity, building or structure, or for the safety of the occupants thereof, which are not specifically provided for by this title or the technical codes, shall be determined by the code official consistent with the necessity to establish the minimum requirements to safeguard the public health, safety, and general welfare.

15.10.070 Copies of technical codes on file.

The city shall keep on file with the city clerk, for reference by the general public, not less than one copy of the technical codes and standards, or parts thereof, together with the amendments and supplements thereto, as adopted by this title. The copy of codes on file may be placed by the city clerk in the custody of the office of the code official to make them more readily available for inspection and use by the general public.

15.10.080 Burden of proof.

The burden of proof for demonstrating compliance with this title and the applicable technical codes and standards is on the applicant and permittee.

15.10.090 Building permit required.

No person shall cause any building, structure, or building service equipment regulated by this title or by the technical codes to be constructed, erected, installed, enlarged, altered, repaired, moved, improved, converted, removed, or demolished, nor shall there be any change to the occupancy of any building or structure, unless a separate, appropriate permit for each building, structure, or building service equipment has first been applied for and issued by the code official, except:

A. Exemptions. For work specifically exempted by this title;

B. Emergency repairs. Where building service equipment replacements or repairs must be performed in an emergency posing a significant and immediate risk to life and safety, or a significant and immediate risk of loss to property, the building permit application shall be submitted within the next working business day to the code official. The requirements of this section shall not be considered to prohibit the operation of any heating equipment or appliances installed to replace existing heating equipment or appliances serving an occupied portion of a structure provided that a request for inspection of such heating equipment or appliances has been filed with the department not more than 48 hours after such replacement work is completed, and before any portion of such equipment or appliances is concealed by any permanent portion of the structure; or

C. Public utilities. A building permit shall not be required for the installation, alteration or repair of generation, transmission, distribution or metering or other related equipment that is under the ownership and control of public utilities by established right.

15.10.100 Requirements – Existing buildings, structures, and building service equipment.

A. Existing buildings, structures, and building service equipment. Except as specifically provided in this section, a technical code, or as is deemed necessary by the code official for the general safety and welfare of the occupants and the public:

1. The use or occupancy of any legally existing building or structure shall be permitted to continue without change; and

2. The use and maintenance of any legally existing building service equipment shall be permitted to continue without change, removal, alteration, or abandonment.

B. Buildings or structures previously occupied. Additions, alterations, or repairs may be made to any previously occupied building, structure, or its building service equipment without requiring the entire building, structure, or its building service equipment to comply with the requirements of this title and technical codes; provided:

1. Additions, alterations, or repairs shall conform to the requirements of this title and the technical codes for a new building, structure, or its building service equipment.

2. A 50% or greater change to an existing floor area shall meet the provisions of this title and technical codes and shall apply to existing and proposed additional square footage in their entirety; provided, buildings or structures regulated under Chapter 15.30 EMC are subject to the following:

a. Additions, alterations, or repairs may comply with either IRC Chapter 45, Existing buildings and structures, or the requirements for new construction.

b. Additions with less than 500 square feet of conditioned floor area are exempt from the requirements for Whole-House Ventilation Systems, IRC Section M1505.4.

c. Additions or alterations to existing buildings which do not require the construction of foundations, crawl spaces, slabs or basements shall not be required to meet the requirements for radon protection in IRC Section R332.1 and IRC Appendix AF;

d. Where additions, alterations, or changes of use to an existing building or structure result in a use or occupancy, height, or means of egress outside the scope of the IRC, the building or structure shall comply with the IEBC.

3. Additions, alterations or repairs shall not be made to any existing building, structure, or its building service equipment which will cause the existing building, structure, or building

service equipment to be in violation of the provisions of the technical codes, nor shall such additions, alterations or repairs cause the existing building, structure, or building service equipment to become unsafe, hazardous, insanitary, or overloaded.

C. Buildings or structures not previously occupied. A building, structure, or portion thereof that has not been previously occupied or used for its intended purpose, in accordance with the laws in existence at the time of its construction, shall be permitted to comply with the provisions of the laws in existence at the time of the original building permit application, unless such building permit or any associated temporary certificate of occupancy has expired or any associated certificate of occupancy has been revoked. Subsequent permits shall comply with applicable requirements of this title and the technical codes for new construction.

D. Change in use or occupancy classification. No change may be made in the use or occupancy classification of any building or structure that would place the building in a different division of the same group or occupancy or in a different group of occupancies, unless such building or structure is made to comply with the requirements of this title and the technical codes for such division or group of occupancy, pursuant to EMC 15.10.110.

E. Moved buildings or structures.

1. In addition to any permit required by this title and the technical codes, any moved buildings or structures shall obtain a street use permit pursuant to Chapter 12.16 EMC.

2. Buildings or structures moved into or within a jurisdiction shall comply with the provisions of this title and the technical codes for new buildings or structures; provided, however, that Group R-3 buildings or structures are not required to comply if:

a. The original use and occupancy classification is not changed; and

b. The original building or structure is not substantially remodeled or rehabilitated. For the purposes of this section, a building or structure shall be considered to be substantially remodeled when the costs of remodeling exceed 60% of the assessed value of the building or structure exclusive of the costs relating to preparation, construction, demolition, or renovation of foundations.

3. Any building service equipment that are part of a building or structure moved into or within the jurisdiction, or from one foundation to another, shall comply with the provisions of the applicable technical codes for new installations of such building service equipment. The building service equipment shall be completely tested as prescribed in the technical

codes for new work, except that walls or floors need not be removed during such test where other equivalent means of inspection acceptable to the code official.

4. For buildings or structures proposed to be moved to properties or portions thereof containing mapped wildland-urban interface area, the provisions of the WUIC for new buildings or structures, as adopted as adopted in Chapter 15.20 EMC or Chapter 15.30 EMC, shall apply.

5. Moved residential buildings or structures are further subject to the provisions of RCW 19.27.180, Residential buildings moved into a city or county—Applicability of building codes and electrical installation requirements, as existing or as amended.

F. For buildings or structures located on properties or portions thereof containing mapped wildland-urban interface area, the provisions of the WUIC, as adopted as adopted in Chapter 15.20 EMC or Chapter 15.30 EMC, shall apply to:

1. Conditions arising after the adoption thereof;

2. Conditions not legally in existence at the adoption of this title; and

3. Conditions that, as determined by the code official, constitute an egregious hazard to life or property.

G. Historic buildings or structures. The provisions of this section shall not be mandatory for existing buildings or structures identified and classified by the state or local jurisdiction as historic buildings or structures where such buildings or structures are judged by the code official to be safe and in the public interest of health, safety and welfare regarding any proposed construction, alteration, repair, enlargement, restoration, relocation or moving of such buildings or structures, consistent with RCW 19.27.120.

H. Maintenance. Buildings, structures, building service equipment, and premises shall be maintained consistent with Chapter 15.80 EMC.

15.10.110 Requirements – Temporary structures, building service equipment or uses.

A. General. The code official is authorized to issue a building permit for temporary structures, building service equipment or uses; provided:

1. Such permits shall be limited as to time of service, but shall not be permitted for more than 180 days;

2. Additional permits may be required under the technical codes or other city codes and regulations, including a temporary use permit pursuant to EMC 18.50.070; and

3. The building code official may authorize unheated tents and yurts under 500 square feet (46 m2) accommodating an R-1 Occupancy for recreational use as a temporary structure.

B. Conformance. Temporary structures, building service equipment or uses shall conform to the structural strength, fire safety, means of egress, accessibility, light, ventilation, and sanitary requirements of the technical codes; provided, that the code official may permit deviations which will not permit hazards to life or property.

C. Electrical connection. Any requirement to obtain a building permit to temporarily supply and use energy shall be obtained pursuant to Chapter 15.40 EMC.

D. Extension. The code official is authorized to grant a single, one-time extension, not to exceed 90 days or as otherwise approved under an associated temporary use permit. The extension request shall be made in writing a minimum of ten (10) business days prior to the expiration date and clearly describe the need for the extension. In no case shall an extension be granted beyond what is permitted by any associated temporary use permit issued pursuant to EMC 18.50.070.

E. Revocation. The code official is authorized to revoke a building permit for a temporary structure, building service equipment or use and to order the temporary structure, building service equipment or use to be discontinued. Whenever such hazards are deemed by the code official to exist, the code official may at once rescind or cancel the building permit covering such installation and disconnect, or order the disconnection of, all energy to such equipment.

15.10.120 Requirements – Service utilities.

A. Connection of service utilities. No person shall make a connection from a utility, a source of energy, fuel, power, water system or sewer system to any building, structure, building service equipment or system that is regulated by this title for which a building permit is required, until authorized or otherwise approved by the code official.

B. Temporary connection. The code official shall have the authority to authorize the temporary connection of a building, structure, building service equipment or system to a utility, source of energy, fuel, power, water system or sewer system for the purpose of testing a system or installation or for use under a temporary approval.

C. Authority to disconnect service utilities. The code official shall have the authority to authorize disconnection of utility service to the building, structure or system regulated by this title and the technical codes in case of emergency where necessary to eliminate an immediate hazard to life or property or where such utility connection has been made without the approval required in the technical code. The code official shall notify the serving utility, and wherever possible the owner or the owner's authorized agent and occupant of the building, structure, or service system of the decision to disconnect prior to taking such action. If not notified prior to disconnecting, the owner or the owner's authorized agent or occupant of the building, structure or service system shall be notified in writing, as soon as practical thereafter.

15.10.130 Requirements – Change in use or occupancy classification.

A. It shall be unlawful to make a change in the use or occupancy classification of any building or structure without complying with provisions of this title and technical codes applicable to the new use or occupancy classification.

B. Any change to building service equipment that are part of a building or structure undergoing a change in use or occupancy shall comply with all applicable requirements of the technical codes for new building service equipment.

C. The use or occupancy classification of any existing building or structure may be occupied for purposes in other groups without conforming to all the requirements of this title and the technical codes for those groups, provided the new or proposed use:

1. Is located in a zoning district where the use is permitted, pursuant to Chapter 18.70 EMC;
2. Meets the intent of this title and the technical codes for the proposed new use or occupancy classification; and
3. The new or proposed use or occupancy classification is less hazardous to the public health, safety, and welfare, based on life and fire risk, than the existing use.

D. The code official shall certify any change in use or occupancy classification by issuing a certificate of occupancy as provided in EMC 15.10.330.

15.10.140 Building permit application – Required information.

A. Minimum requirements. Applications for all building permits shall be submitted upon forms provided by the city and shall, at a minimum, consist of the materials specified in this section,

plus any other materials required on the application form or by this title. Minimum required materials are as follows:

1. The name, address, phone number, and email for the property owner(s), and any authorized agent(s) or the registered design professional in responsible charge;
2. Proof that the property affected by the application is in the exclusive ownership of the applicant, or that the applicant has the consent of all partners in ownership of the affected property. If the property owner is a legal entity, proof of the individual's authorization to represent the legal entity;
3. A legal description of the real property or the Pierce County tax parcel number and a street address of the location where the proposed work, activity, operation, practice, or function is to be done, or a description sufficient to readily identify and definitively locate the proposed building, work, activity, operation, practice or function;
4. An accurate description of the proposed scope of the work, activity, operation, practice, or function to be covered by the permit;
5. The proposed use and occupancy of all parts of the building or structure for which the proposed work, activity, operation, practice, or function is intended and of that portion of the site or lot, if any, not covered by the building or structure;
6. Any construction documents, plans, diagrams, computation and specifications, data, and other information required by EMC 15.10.150;
7. The valuation, calculated pursuant to EMC 15.10.160(B), of any proposed new building or structure or any proposed addition, remodeling, or alteration to an existing building;
8. For any project valued at more than $5,000.00:
    a. The name, address, and phone number of the office of the lender administering the interim construction financing, if any; or
    b. The name and address of the firm that has issued a payment bond, if any, on behalf of the prime contractor for the protection of the owner, if the bond is for an amount not less than 50% of the total amount of the construction project.

If any of this information is not available at the time the application is submitted, the applicant shall so state and the lack of said information shall not cause the application to be deemed incomplete for the purposes of this section. However, the applicant shall provide the remaining information prior to the building permit being issued;

9. A completed form indicating which individual or legal entity will be financially responsible for any fees and costs associated with the application;

10. The signature of the property owner(s) and any authorized agent;

11. Applicable fees as set forth in the City of Edgewood Fee Schedule; and

12. Any other data and information as required by the code official.

B. Additional requirements. Applications for a complete building permit application for new construction, additions, or change in use or occupancy shall include the following in addition to the requirements in subsection (A):

1. Proof of application for a sewer connection permit from the public sanitary sewer purveyor providing service to the property for the intended use of the building or structure. Whenever a public sanitary sewer system is not available, either:

a. Proof of preliminary approval for an on-site sewage disposal systems from the Tacoma-Pierce County health department; or

b. Proof of application to the Tacoma-Pierce County health department for connection to an existing community on-site sewage disposal system.

2. Evidence of adequate water supply from the water purveyor providing service to the property for the intended use of the building or structure, in a form authorized by RCW 19.27.097.

3. For multi-unit residential buildings as defined in RCW 64.55.010, construction documents which comply with RCW 64.55.020 and a statement that the applicant is electing to treat the improvement as a multi-unit residential building for the purposes under Chapter 64.55 RCW.

4. Evaluation and follow-up inspection services. For proposals containing prefabricated building service equipment assembly containing or having concealed work, the applicant shall provide an evaluation report on each prefabricated assembly, indicating the complete details of the installation, including a description of the system and its components, the basis on which the system is being evaluated, test results and similar information and other data as necessary for the code official to determine conformance to the technical codes.

a. Evaluation service. The code official shall designate the evaluation service of an approved agency as the evaluation agency and review such agency's evaluation report for adequacy and conformance to the technical codes.

b. Follow-up inspection. Except where ready access is provided to building service equipment and accessories for complete inspection at the site without disassembly or dismantling, the code official shall conduct the in-plant inspections as frequently as necessary to ensure conformance to the approved evaluation report or shall designate an independent, approved inspection agency to conduct such inspections. The inspection agency shall furnish the code official with the follow-up inspection manual and a report of inspections on request, and the mechanical system shall have an identifying label permanently affixed to the system indicating that factory inspections have been performed.

c. Test and inspection records. Required test and inspection records shall be available to the code official at all times during the fabrication of the building service equipment system and the erection of the building; or such records as the code official designates shall be filed.

C. Deferred submittals. For the purposes of this section, deferred submittals are defined as those portions of the design that are not submitted at the time of the application and that are to be submitted to the code official within a specified period. The code official is authorized to defer submittal items, under the following terms and conditions:

1. The request shall be made in writing and approved by the code official prior to application submittal.

2. The registered design professional in responsible charge, or the applicant, if no registered design professional is required, shall list the deferred submittals on the construction documents for review by the code official.

3. Where a registered design professional is required, documents for deferred submittal items shall be submitted to the registered design professional in responsible charge who shall review them and forward them to the code official with a notation indicating that the deferred submittal documents have been reviewed and been found to be in conformance to the design of the building or structure.

4. Items submitted as part of a deferred submittal shall not be installed until the design and submittal documents have been approved by the code official.

5. The code official is authorized to charge an additional fee to evaluate any deferred submittal.

D. Waived submittals. The code official is authorized to waive the submission of construction documents and other data if it is found that the nature of the work applied for is such that review of construction documents is not necessary to obtain compliance with this title or the technical codes.

E. Submittal date. The date application material is received by the city, whether electronically or physically, shall be indicated on each copy of the materials received. Submittals received by the city electronically on business days at 5:00 PM or later or on a weekend or city holiday, will be deemed received on the following business day.

15.10.150 Building permit application – Required construction documents.

A. General.

1. Construction documents, engineering calculations, diagrams, special inspection and structural observation programs, and other data and information as required by the submittal requirements established by the city for each permit shall be submitted electronically to the city's online permitting system. Printed construction documents may be submitted when authorized by the code official.

2. All submitted documents shall be dimensioned and of sufficient clarity to indicate the location, nature and extent of the work proposed and show in detail that it will conform to the provisions of this chapter and relevant laws, ordinances, rules, and regulations.

3. All submitted documents shall be legible and reproducible, with a minimum font size of 8 point or larger, and with all text and drawings of sufficient color and clarity to ensure that when the text is imaged, all text is readable.

B. Standards for use of registered design professionals.

1. When an application involves, or should involve, the practice of architecture as defined in RCW 18.08.320, the owner or the owner's authorized agent shall engage a Washington state-licensed architect to provide any architectural services that are related to the project, except as set forth in RCW 18.08.410. All plans prepared by a Washington state-licensed architect shall be stamped and signed as required by Chapter 18.08 RCW.

2. When an application involves, or should involve, the practice of engineering or practice of land surveying as defined in RCW 18.43.020, the owner or the owner's authorized agent shall engage a Washington state-licensed engineer or land surveyor to provide any

engineering or land surveying services that are related to the project, except as set forth in RCW 18.43.130. All plans prepared by a Washington state-licensed engineer or land surveyor shall be stamped and signed as required by Chapter 18.43 RCW.

C. Designation of registered design professional in responsible charge.

1. When the owner or owner's authorized agent is required or chooses to use registered design professional(s), the owner or owner's authorized agent shall designate a registered design professional who shall act as the registered design professional in responsible charge.

2. If the circumstances require, the owner or the owner's authorized agent shall designate a substitute registered design professional in responsible charge who shall perform the duties required of the original registered design professional in responsible charge. The code official shall be notified in writing by the owner or the owner's authorized agent if the registered design professional in responsible charge is changed or is unable to continue to perform the duties.

3. The registered design professional in responsible charge shall be responsible for reviewing and coordinating submittal documents prepared by others, including phased and deferred submittal items, for compatibility with the design of the building.

D. Construction documents. Construction documents, engineering calculations, diagrams, special inspection and structural observation programs, and other data and information shall meet the minimum design requirements in EMC 15.10.170 and shall include the relevant items listed in this subsection:

1. Site plan.

a. The construction documents submitted with the application for a building permit shall be accompanied by a site plan showing, to scale, the size, dimensions, and location of:

i. Proposed new construction and existing structures on the site;

ii. Proposed hard surfaces and existing hard surfaces on the site, as defined by EMC 18.20.110;

iii. Distances from lot lines;

iv. Existing and proposed easements, with the Pierce County Auditor's recording number;

v. Existing and proposed utilities, including stormwater facilities and any proposed on-site sewage septic system;

vi. Any significant trees, as defined by EMC 18.20.220;

vii. Established street grades and the proposed finished grades, or any other information necessary to verify the proposed building height pursuant to EMC 18.90.070;

viii. Flood hazard areas, floodways, and design flood elevations, if applicable, consistent with Chapter 14.80 EMC;

ix. The location of any other critical areas and required buffers, if applicable, consistent with EMC 14.10.070(C) and (D); and

x. For properties or portions thereof containing mapped wildland-urban interface area:

A. The approximate location and extent of the wildland-urban interface area;

B. A 300-foot buffer from the wildland-urban interface area, shown horizontally from the edge of the wildland-urban interface area; and

C. Details within the wildland-urban interface area and/or the 300-foot buffer on the project site and within 300 feet of the lot lines of the property, including other structures, slope, vegetation, fuel breaks, water supply systems and access roads;

b. The site plan shall be drawn in accordance with an accurate boundary line survey and be consistent with any site plan approved or submitted as part of an associated project permit application.

c. The site plan shall include the following information and calculations:

i. The name of the owner and name and contact information of the plan preparer, including any applicable license information;

ii. The site address and tax parcel number;

iii. Zoning district and comprehensive plan future land use designation;

iv. Existing and proposed uses;

v. Existing and proposed occupancy classifications;

vi. Existing lot area and proposed total lot coverage, effective impervious surface, and hard surface areas for the applicable zoning district, as specified in Chapter 18.80 EMC;

vii. Required and proposed parking spaces, as specified in EMC 18.90.130;

viii. Existing grade elevation, finished grade elevation, and proposed building height(s), as specified in EMC 18.90.070;

ix. Cut and fill grade quantities; and

x. Any other information required to demonstrate consistency with Title 18 EMC.

d. In the case of demolition, the site plan shall show construction to be demolished and the location and size of existing structures and construction that are to remain on the site or plot.

e. The code official is authorized to waive or modify the requirement for a site plan where the application for permit is for alteration or repair or where otherwise warranted.

2. Construction plans, including but not limited to:

a. Floor plans;

b. Accessibility compliance information demonstrating compliance with the standards for making buildings and facilities accessible to and usable by individuals with disabilities or elderly persons as provided in RCW 70.92.100 through 70.92.160 and ANSI / ICC A117.1-17;

c. Technical code compliance information, including but not limited to:

i. Type of construction;

ii. Occupancy classification;

iii. Calculated occupant load;

iv. Fire sprinkler or fire alarm type (if present or required); and

v. Means of egress; and

d. Energy code compliance information;

e. Structural drawings; and

f. For proposed buildings or structures within a flood hazard area, the elevation of the proposed lowest floor, including basement, if applicable, consistent with Chapter 14.80 EMC.

3. Structural calculations, for any application requiring lateral or gravity structural design.

4. Engineered truss drawings, stamped and signed by the truss manufacturer.

5. Electrical plan, provided as a duplicate copy of any electrical plan submitted to Washington State Labor & Industries for work associated with the application for a building permit.

6. Mechanical plan, including equipment counts and an isometric drawing with duct sizing, registers, returns, supply, and appliance locations. Construction documents for buildings more than two stories in height shall indicate where penetrations will be made for mechanical systems, and the materials and methods for maintaining required structural safety, fire-resistance rating, and fireblocking.

7. Plumbing plan, including fixture counts and an isometric drawing with pipe sizing, water supply, and drainage system.

8. Fire protection system shop drawings, prepared by a certified individual as required by the state of Washington showing the proposed fire protection system(s) and all information as required by the referenced installation standards in Chapter 9 of the IBC.

9. Geotechnical report, if construction will occur in any critical area regulated by this code, in an area of soft compressible soils, or where the foundation design calls for unique or deep foundations.

10. Fire protection plan, for applications located on properties or portions thereof containing mapped wildland-urban interface area and where required by the fire code official:

a. A fire protection plan prepared pursuant to WUIC Section 405, including the classification of fuel loading, fuel model light, medium or heavy, and substantiating data to verify classification of fire-resistive vegetation; and/or

b. A vegetation management plan prepared pursuant to WUIC Section 502.

11. Stormwater management design, as required pursuant to EMC 13.05.150.

12. Statement of special inspections.

13. Any other document the code official deems necessary for any application. The code official may require any such document to be prepared by a registered design professional.

15.10.160 Building permit application – Fees.

A. Fees required. A building permit shall not be valid until the fees prescribed by law have been paid, nor shall an amendment to a building permit be issued until the additional fee, if any, has been paid. The amount of the fees charged shall be as set forth in the City of Edgewood Fee Schedule.

B. Valuation.

1. The applicant for a building permit shall provide an estimated valuation at time of building permit application.

2. Valuations shall reflect the total fair market value of work for which the building permit is being applied for, including:

a. Labor and materials;

b. The contractor's overhead and profit;

c. All finish work, painting, roofing, electrical, plumbing, heating, air conditioning, elevators, fire-extinguishing systems, or any other permanent work or permanent equipment.

3. The determination of the value or valuation will be made based on the most current Building Valuation Data published annually in the International Code Council (ICC) Building Safety Journal. The "gross area" used in conjunction with the ICC building valuation means the total areas of all floors – measured from the exterior face, outside dimensions, or exterior column line of a building – including basements, cellars, and balconies but not including unexcavated areas. Where walls and columns are omitted in the construction of a building, such as an open shed or marquee, the exterior wall of the open side or sides will be the edge of the roof.

4. If, in the opinion of the code official, the valuation is underestimated on the application, the building permit shall be denied, unless the applicant can show detailed estimates to meet the approval of the code official. Final building permit valuation shall be set by the code official.

C. Investigation fee. Any person who commences any work before obtaining the necessary permits shall be subject to the investigation fee established in EMC 3.35.090.

D. Refunds. Refunds shall be processed pursuant to Chapter 3.35 EMC.

E. State Building Council Surcharge. The state building code council surcharge fee is collected for the state on each residential and commercial building permit at the rates imposed by RCW 19.27.085, as existing or as amended.

15.10.170 Building permit application – Design standards – Minimum requirements.

A. Multi-unit residential building enclosure design requirements of Chapter 64.55 RCW.

1. Building enclosure design documents of new or rehabilitated multifamily buildings that are subject to regulations of Chapter 64.55 RCW shall be submitted at the time of permit application.

2. All applications for building construction or rehabilitation shall include design documents prepared and stamped by a Washington state-licensed architect or engineer that identify the building enclosure (building enclosure documents), including, but not limited to, waterproofing, weatherproofing and/or otherwise protected from water or moisture intrusion, unless a recorded irrevocable sale prohibition covenant is submitted to the city.

3. The city is prohibited from issuing a building permit for construction or rehabilitative construction unless the building enclosure documents contain a stamped statement by the person stamping the building enclosure design documents in substantially the following form: "The undersigned has provided building enclosure documents that in my professional judgment are appropriate to satisfy the requirements of RCW 64.55.005 through 64.55.090."

4. The city is not responsible for determining whether the building enclosure design documents or the inspections performed are adequate or appropriate to satisfy the requirements of Chapter 64.55 RCW.

B. Design flood elevations.

1. All applications for construction, reconstruction, rehabilitation, repair, alteration, addition or other improvement of buildings or structures located in flood hazard areas shall comply with Chapter 14.80 EMC. The building code official, on behalf of the director, is responsible for determining whether the whether the work constitutes substantial improvement or repair of substantial damage.

2. For structures designed to the IBC, the construction documents shall also provide the information specified in Section 1612.

3. For structures designed to the IRC, the construction documents shall also provide the information specified in Section R322.

4. Where design flood elevations are not specified, they shall be established in accordance with Chapter 14.80 EMC.

C. Exterior balconies and elevated walking surfaces.

1. Where balconies or other elevated walking surfaces have weather-exposed surfaces, and the structural framing is protected by an impervious moisture barrier, the construction documents shall include details for all elements of the impervious moisture barrier system.

2. The construction documents shall include manufacturer's installation instructions.

D. Exterior wall envelope.

1. Construction documents for all buildings shall describe the exterior wall envelope in sufficient detail to determine compliance with this title and the technical codes. The construction documents shall provide details of the:

ai. Exterior wall envelope as required, including flashing;

b. Intersections with dissimilar materials, corners, end details, or control joints;

c. Intersections at roof, eaves, or parapets;

d. Means of drainage;

e. Water-resistant barrier or membrane; and

f. Details around openings.

2. The construction documents shall include manufacturer's installation instructions that provide supporting documentation that the proposed penetration and opening details described in the construction documents maintain the weather resistance of the exterior wall envelope. The supporting documentation shall fully describe the exterior wall system that was tested, where applicable, as well as the test procedure used.

3. The building code official may waive the detailing requirements of this section for one- and two-family dwellings and associated accessory structures when such details are provided in manufacturer's specifications.

E. Means of egress.

1. The construction documents shall show in sufficient detail the location, construction, size, and character of all portions of the means of egress in compliance with the provisions of this title and the technical codes.

2. In occupancies within the scope of the IBC, the construction documents shall designate the number of occupants to be accommodated on every floor, and in all rooms and spaces.

F. Nonstructural components.

For structures designed to the IBC, construction documents shall indicate if structural support and anchoring documentation for nonstructural components is part of the design submittal or a

deferred submittal. The construction documents for nonstructural components shall at a minimum identify the following:

1. All nonstructural components required by ASCE 7, Section 13.1.3, to have an importance factor (I_p) of 1.5.

2. All mechanical equipment, fire sprinkler equipment, electrical equipment, and other nonstructural components required by ASCE 7, Section 13.1.3, Item 1, to be operational following a seismic event that require designated seismic systems per ASCE 7, Section 13.2.2, and special inspections per IBC Section 1705.13.4.

G. Relocatable buildings. Construction documents for relocatable buildings shall comply with IBC Section 3112.

H. Structural information.

1. For structures designed to the IBC, the construction documents shall provide the information specified in IBC Section 1603.

2. For structures designed to the IRC, buildings and structures utilizing braced wall design, and where required by the building code official, braced wall lines shall be identified on the construction documents. Pertinent information including, but not limited to, bracing methods, location and length of braced wall panels and foundation requirements of braced wall panels at top and bottom shall be provided.

I. Automatic fire-extinguishing systems for certain school buildings. All buildings classed as E-1 occupancies, except portable school classrooms, constructed after July 28, 1991, shall be provided with an automatic fire-extinguishing system pursuant to RCW 19.27.113, as existing or as amended.

J. Electric vehicle infrastructure. Electric vehicle charging capability shall be provided at all new buildings that provide on-site parking pursuant to RCW 19.27.540, as existing or as amended.

K. Drinking fountain/bottle filling station. In any construction in which a drinking fountain is required, a bottle filling station is also required pursuant to RCW 19.27.590, as existing or as amended.

L. Storm shelters. Construction documents for storm shelters shall include the information required in ICC 500-2020 / NSSA Standard for the Design and Construction of Storm Shelters, in addition to any information required by the IBC or IRC.

M. Roof coverings. For buildings or structures located on properties or portions thereof containing mapped wildland-urban interface area, roof coverings shall comply with RCW 19.27.560, as existing or as amended.

15.10.180 Building permit application – Design standards – Alternative methods.

A. Modifications.

1. Wherever there are practical difficulties involved in carrying out the provisions of this title and the technical codes, the code official is authorized to grant modifications for individual cases on application in writing by the owner or an owner's authorized agent; provided, that all the following are met:

a. There is a special individual reason that makes enforcement of the strict letter of this title and the technical codes impractical;

b. The modification is in conformance with the intent and purpose of this title and the technical codes;

c. The granting of the modification does not lessen any requirement for health, accessibility, life and fire safety, fire protection, or structural integrity established this title and the technical codes.

2. The code official shall make written findings supporting any approval or denial of a request for modification. The findings be kept in the record associated with the building permit application.

3. A decision on a modification may be appealed to the hearing examiner under the procedures set forth in Chapter 15.90 EMC.

4. The code official is authorized to charge an additional fee to evaluate any proposed modification under the provisions of this section.

B. Modifications in flood hazard areas. Modifications to flood hazard areas shall be processed in accordance with Chapter 14.80 EMC.

C. Alternative Materials, Design and Methods of Construction and Equipment.

1. The provisions of this title and the technical codes are not intended to prevent the installation of any material or to prohibit any design or method of construction not specifically prescribed by this title and the technical codes; provided, that any such alternative has been approved.

2. An alternative material, design or method of construction may be approved where the code official finds that:

a. The alternative material, design or method of construction is satisfactory and complies with the intent of the provisions of this title and the technical codes; and

b. The alternative material, design or method of construction offered is, for the purpose intended, not less than the equivalent of that prescribed in the technical codes as it pertains to the following:

i. Quality;

ii. Strength;

iii. Effectiveness;

iv. Fire resistance;

v. Durability; and

vi. Safety.

3. The code official shall make written findings supporting any approval or denial of a request for an alternative material, design, or method of construction. The findings be kept in the record associated with the building permit application.

4. Where the alternative material, design or method of construction is not approved, the code official shall respond in writing, stating the reasons why the alternative was not approved.

5. The code official is authorized to charge an additional fee to evaluate any proposed alternative material, design, or method of construction under the provisions of this section.

D. Research Reports. Supporting data, where necessary to assist in the approval of materials or assemblies not specifically provided for in technical codes, shall consist of valid research reports from approved sources.

E. Tests.

1. Whenever there is insufficient evidence of compliance with the provisions of this title and the technical codes, or evidence that a material or method does not conform to the requirements of the technical codes, or to substantiate claims for alternative materials or methods, the code official shall have the authority to require tests as evidence of compliance to be made at no expense to the city.

2. Test methods shall be as specified in technical codes or by other recognized test standards. In the absence of recognized and accepted test methods, the code official shall approve the testing procedures.

3. Tests shall be performed by an approved agency.

F. Material, building service equipment and appliance reuse. The use of used materials, building service equipment and appliances that meet the requirements of this title and the technical codes for new materials is permitted. Used materials, building service equipment and appliances shall not be reused unless such elements have been reconditioned, tested, and placed in good and proper working condition, and approved by the code official.

G. Technical assistance. For building permit applications located on properties or portions thereof containing mapped wildland-urban interface area the fire code official is authorized to require the applicant to provide, without charge to the jurisdiction, a technical opinion and report to determine the acceptability of technologies, processes, products, facilities, materials and uses attending the design, operation or use of a building or premises subject to the inspection of the fire code official. The report shall:

1. Be prepared by a qualified engineer, specialist, laboratory, or fire safety specialty organization acceptable to the fire code official; and

2. Analyze the fire safety of the design, operation or use of the building or premises, the facilities and appurtenances situated thereon and fuel management for purposes of establishing fire hazard severity to recommend necessary changes.

15.10.190 Building permit application – Review – Determination of complete application.

A. For the purposes of this section, "receiving a building permit application" means an application has been submitted to the city.

B. Within 28 calendar days after receiving a building permit application, the city shall provide a written determination of completeness to the applicant which states either that:

1. The application is complete and contains all the required items listed in EMC 15.10.140; or

2. The application is incomplete and the procedural submission requirements of the city have not been met. The determination will outline what is necessary to make the application procedurally complete.

C. If the city does not provide a written determination to the applicant that the application is incomplete within 28 calendar days, the application shall be deemed procedurally complete on the 29th day after receiving the building permit application. When the city does not provide a written determination to the applicant that the application is procedurally incomplete, the city may still seek additional information or studies as provided for in subsection (D). The time period guidelines for review of a building permit application begins following the determination of a complete application.

D. Additional information may be required, or application modifications may be undertaken after the procedural review of the application by the city. The city's determination of completeness shall not preclude the city from requesting additional information either at the time of the notice of completeness or some later time if new information is required.

E. If the applicant receives a written determination from the city that an application is not complete, the applicant shall have 90 calendar days to submit the necessary information to the city. If the applicant does not submit the required information within the 90-calendar day period, the application shall lapse due to a lack of information necessary to complete the review. No extensions shall be granted.

F. Within 14 calendar days after the applicant has submitted the requested additional information, the city shall make a determination as described in subsection (B); provided, however, that if upon review the application remains procedurally incomplete, the application shall lapse due to a lack of information necessary to complete the review, and the applicant shall be notified in writing of the determination.

G. Appeal. An administrative decision that a building permit application is incomplete may be appealed to the hearing examiner under the procedures set forth in Chapter 15.90 EMC.

15.10.200 Building permit application – Vesting – Date.

A. For the purpose of this subsection, a "complete building permit application" means an application which contains all information required to be submitted by any applicable provisions of this title and the technical codes.

B. A valid and fully complete building permit application for a building or structure, that is permitted under the zoning or other land use control ordinances in effect on the date of the application, shall be considered under the building permit ordinance in effect at the time of

application and the zoning or other land use control ordinances in effect on the date of application; provided, however, such proposed project may nonetheless be conditioned or denied by the city under Chapter 43.21C RCW and Chapter 20.05 EMC.

15.10.210 Building permit application – Vesting – Timing of project permit and building permit applications.

A. Consolidated permit review process. Building permit applications are exempt from the requirements of RCW 36.70B.110 and 36.70B.130 and any provisions of the EMC implementing those sections, except when an applicant has chosen to include building permit applications, e.g., building, fire, mechanical, or plumbing permits, in a consolidated permit review process pursuant to the provisions of RCW 36.70B.120 and Chapter 18.40 EMC.

B. Project permit approval prior to building permit application.

1. An applicant may apply for any land use, environmental, site development, fill and grade, or other project permit as defined in EMC 18.20.190, prior to filing an application for a building permit.

2. An applicant who files an application for any project permit prior to the filing of a valid and complete application for a building permit shall be deemed to have specifically acknowledged that the acceptance and processing of such project permit application shall in no way establish or create a vested right to proceed with construction of any proposed project in accordance with the codes, ordinances, or regulations existing at the time of filing of such application, or at any time thereafter prior to the filing of a valid and complete building permit application.

C. Project permit approval together with building permit application.

1. If project permit approval was not obtained prior to building permit application, the building permit approval is subject to obtaining any required project permit application and shall not be issued until such project permit approval is obtained.

2. An applicant who fails to obtain any required project permit approval prior to submitting a building permit application shall be deemed to have specifically acknowledged that the building permit application may expire prior to a decision on any such project permit application, and that the building permit application is made at the applicant's own risk.

15.10.220 Building permit application – Optional phasing.

The building code official is authorized to issue a separate building permit for the construction of foundations or any other part of a building or structure before a building permit application for the whole building or structure has been submitted. The permittee for the foundation or other parts of a building or structure shall proceed at the permittee's own risk with construction and without assurance that a building permit for the entire building or structure will be granted.

15.10.230 Building permit application – Review – Procedure and decision criteria.

A. Initiation of review. Following a determination that an application is complete pursuant to EMC 15.10.190, the code official shall begin review.

B. Preliminary inspection. The code official is authorized to inspect or cause to be inspected buildings, structures, and premises for which an application has been filed.

C. Decision criteria. A building permit shall only be approved after the code official has reviewed the application and any required plans, specifications and other data filed by an applicant for consistency with applicable laws and ordinances and has found that the proposal is consistent with the criteria below or that the criteria can be met, subject to conditions of approval:

1. The proposal is consistent with this title and the applicable technical codes;
2. The proposal is consistent with the use and development regulations in Title 18 EMC, including any conditions imposed by a project permit decision;
3. The proposal is consistent with applicable critical area regulations in Title 14 EMC;
4. The proposal is consistent with any conditions imposed under Chapter 43.21C RCW and Chapter 20.05 EMC;
5. The proposal is consistent with applicable site development regulations in EMC Titles 11, 12, 13, and 18, including the availability and adequacy of infrastructure; and
6. For buildings or structures located on properties or portions thereof containing mapped wildland-urban interface area, the fire code official shall review and approve permitted uses, occupancies, or structures. Where laws or regulations are enforceable by other agencies or departments, a joint approval shall be obtained from agencies or departments concerned.

D. Incorrect application. The city may make a determination in writing that some information is incorrect and require that additional or corrected information be submitted; provided, that:

1. The applicant shall have up to 90 calendar days to submit additional or corrected information. An extension may be granted pursuant to EMC 15.10.240.

2. The city shall have 14 calendar days to review the submittal of additional or corrected information.

a. If the additional or corrected information is still not found to be sufficient, the city shall notify the applicant in writing that the submitted information is incorrect, and the time period set forth in subsection (D)(1) of this section shall be repeated. This process may continue until complete additional or corrected information is obtained or until the time limitation for review established in EMC 15.10.240 lapses, whichever comes first.

b. If the requested additional or corrected information is sufficient, the city shall continue with review.

3. If the application requires a second request for additional or corrected information, the city shall offer a meeting to attempt to resolve outstanding issues during the review process with the applicant. The meeting shall be scheduled within 14 calendar days of date of the correction letter, unless the applicant requests an alternative date. If the applicant refuses to meet, does not respond to the offer to meet, or if the meeting cannot resolve the issues and the city proceeds with a third request for additional information or corrections, the code official shall either approve or deny the application upon receiving the third submittal of additional information or corrected information.

E. Substantial changes to the application. A modification to project plans occurring before issuance of the building permit shall be deemed a new application for the purpose of establishing time periods pursuant to EMC 15.10.240 when:

1. The scope of the project has changed;

2. The changes necessitate review of previously reviewed construction documents; or

3. The valuation is changed by 25% or more.

F. Denial. When the code official determines that the application and/or construction documents do not conform to the requirements of subsection (C), or the application and/or construction documents do not conform after a third review pursuant to subsection (D)(3), the code official shall reject such application in writing, stating the reasons denial.

G. Approval. An approved building permit shall be issued following the procedures in EMC 15.10.250.

H. Appeal. An administrative decision on a building permit application may be appealed to the hearing examiner under the procedures set forth in Chapter 15.90 EMC.

15.10.240 Building permit application – Review – Expiration.

A. Applications for which no permit is issued within one year (365 calendar days) following the date a complete application was submitted shall expire by limitation.

B. The code official may approve a single, one-time extension of time for action by the applicant, not to exceed 90 calendar days, when the applicant has shown due diligence and/or substantial progress but circumstances render full and timely compliance unattainable. Such a request shall:

1. Be made in writing a minimum of ten (10) business days prior to the expiration date;
2. Document the progress in responding to the city's written request for revisions, corrections, actions, or additional information; and
3. Clearly describe the need for an extension.

C. Applications may be canceled for inactivity if an applicant fails to respond to the code official's written request for revisions, corrections, actions, or additional information within 90 calendar days of the date of request. The code official may extend the response period beyond 90 calendar days if, within the original 90 calendar-day time period, the applicant provides and subsequently adheres to an approved schedule with specific target dates for submitting the full revisions, corrections or other information needed by the department. Any such extension shall not extend the time limitation established by subsections (A) or (B).

D. In addition to the extension allowed in subsection (B) of this section, the code official may extend the life of an application if any of the following conditions exist:

1. Compliance with the State Environmental Policy Act is in progress; or
2. Review of a project permit application is in progress; provided:
    a. The applicant has submitted a complete response to city requests;
    b. Any such review or application has not lapsed, or the code official determines that unique or unusual circumstances exist that warrant additional time for such response; and
    c. The code official determines that the review is proceeding in a timely manner toward final city decision; or

3. Litigation against the city or the applicant is in progress, the outcome of which may affect the validity or the provisions of any permit issued pursuant to such application.

In no event may the code official extend the application for a period of more than 180 calendar days following the conclusion of the applicable condition described in this subsection (D).

E. If the city is unable to issue its final decision within the time limits provided in this section, it shall provide written notice of this fact to the applicant. The notice shall include a statement of reasons why the time limits have not been met and an estimated date for issuance of a final decision. The city is not liable for damages due to the city's failure to make a final decision within the time limits established in this section.

15.10.250 Building permit application – Review – Issuance.

A. Preparation for issuance. The code official shall ensure compliance with the following prior to issuance of any approved building permit:

1. All plans and specifications associated with an approved building permit shall be endorsed in writing or stamped "reviewed for code compliance", with any conditions noted.

2. If not provided at the time of building permit application, the information required by EMC 15.10.140(A)(8) for any project valued at more than $5,000.00;

3. All outstanding applicable fees as set forth in the City of Edgewood Fee Schedule are paid, including payment or deferral of any impact fee required under Title 4 EMC;

4. When any work is to be done by a contractor, as defined in RCW 18.27.010:

a. The applicant shall provide the contractor's business name, address, phone number, current state contractor registration number, state business license number, and city business license number as required under Chapter 5.05 EMC.

b. The city shall verify that the contractor is currently registered as required by RCW 18.27.020 or verify that the contractor is exempt pursuant to RCW 18.27.090.

c. When an application includes any of the following types of construction, the city shall also verify that the contractor possesses:

i. An elevator contractor license pursuant to RCW 70.87.240;

ii. A manufactured, modular or mobile home dealer or installer license pursuant to RCW 43.22A.110; and/or

iii. A plumbing contractor license pursuant to RCW 18.106.440.

5. Where applicable, proof of:

a. An approved developer extension agreement from the public sanitary sewer purveyor;

b. An issued sewer connection permit from the public sanitary sewer purveyor; or

c. An issued on-site sewage/septic system permit from the Tacoma-Pierce County health department;

Proof of sewer connection permit or on-site sewage/septic system permit, if applicable;

6. Any project permit, critical areas determination, or SEPA determination required by this code to allow the use is issued concurrently or prior to the date of issuance of the building permit.

B. Building permits shall only be issued only to the applicant. A copy of the approved construction drawings shall be provided to the applicant.

C. Information on issued permit documents. The issued building permit document and the inspection record card shall contain the information required by RCW 19.27.095(2)(a) through (d).

D. Copy to Pierce County assessor. For any project for construction or alteration valued at more than $500.00, a copy of the issued building permit shall be transmitted to the Pierce County assessor pursuant to RCW 19.27.140.

15.10.260 Issued building permit – Validity.

A. The issuance or granting of a building permit shall not be construed to be a permit for, or an approval of, any violation of any of the provisions of this code or of any other ordinance of the jurisdiction. Building permits presuming to give authority to violate or cancel the provisions of this code or other ordinances of the jurisdiction shall not be valid.

B. The issuance of a building permit based on construction documents and other data shall not prevent the code official from requiring the correction of errors in the construction documents and other data or from preventing construction being conducted in violation of this code.

C. The code official is authorized to prevent occupancy or use of a structure where in violation of this code or of any other ordinances of this jurisdiction.

15.10.270 Issued building permit – General standards.

A. Construction.

1. Construction or work for which a building permit is required by this title and the technical codes shall be subject to inspection by the code official and such construction or work shall remain visible and able to be accessed for inspection purposes until approved by the code official.

2. Work shall be installed in accordance with the approved construction documents, and any changes made during construction that are not in compliance with the approved construction documents shall be resubmitted for approval as a revised set of construction documents pursuant to EMC 15.10.310.

3. Approved materials and equipment. Materials, equipment, and devices approved by the code official shall be constructed and installed in accordance with such approval.

4. The code official is authorized to require a survey to verify that the building or structure and any site features, including mitigation features, are located in accordance with the approved plans.

B. Placement of issued building permit. The following items shall be kept on the site of the work until the completion of the project:

1. The issued building permit or a copy;

2. A copy of all approved plans and specifications associated with the building permit; and

3. A copy of any manufacturer's installation instructions, as required by this title and the technical codes.

15.10.280 Issued building permit – Minimum standards for construction sites.

During construction, demolition, excavation and rehabilitation activities, all work sites shall be maintained in compliance with the following in addition to any requirements in the applicable technical code, except for an individual detached one- or two-family dwellings:

A. Chapter 296-155 WAC, Safety standards for construction work, as existing or as amended;

B. The performance standards for noise associated with permitted land development and construction activities, as set forth in EMC 18.90.140(G); and

C. The following site safety standards; provided, these standards do not apply to activities conducted within a completely enclosed structure:

1. Fencing.

a. Work sites shall be enclosed and secured by a continuous fence at least 6 feet (1829 mm) in height which shall be anchored to resist wind loads of 30 pounds per square foot (1436 Pa) without deflection of more than 3 inches (76.2 mm) between the top and bottom of the fence.

b. The fence, including gates, shall be covered for its full height and length in fabric mesh that will allow the passage of air but contain dust and dirt.

c. The permittee shall be responsible for keeping the fence and fabric mesh in good repair and free of unauthorized signs.

2. Gate. One gate, no larger than is reasonably necessary to allow truck access, may remain open when workers are actively working on the site.

3. Storage.

a. All construction materials, dumpsters and debris collection devices shall be kept within the required fence except as permitted with a city street use permit.

b. Dumpsters shall be regularly serviced to prevent contents from extending past the top of the dumpster.

c. Construction materials and waste shall be gathered at the end of each work day and stored or disposed of in a neat and orderly manner. Where materials are stored for use on floors above grade, they shall be secured to prevent loosening or dispersion due to weather conditions or other phenomena.

4. Litter and Garbage.

a. Closed or sealed containers for litter and garbage (i.e. dumpsters, trash cans, or the like) shall be provided throughout the work site. At least one container shall be provided for every floor and every 4,000 square feet (372 m2) of work area.

b. All litter and garbage must be placed in a closed or sealed container or removed from the work site daily.

5. Dust Control.

a. The permittee shall prevent the off-site dispersion of dust and debris from the work site consistent with their Construction Stormwater Pollution Prevention Plan (SWPPP), as required under Chapter 13.05 EMC.

b. All construction and demolition debris shall be removed from upper floors using dust-tight chutes or lowered in containers. Construction and demolition debris shall not be dropped or thrown from any floor.

c. Where work occurs on a level that is four or more stories above grade plane, the work area shall be enclosed with fabric mesh as provided in subsection (C)(1).

d. For masonry work, the immediate work area shall be enclosed to contain dust and debris from grinding or cutting operations.

15.10.290 Issued building permit – Testing and verification.

A. New, altered, extended, or repaired installations. New building service equipment systems and parts of existing building service equipment systems that have been altered, extended, renovated, or repaired, shall be tested as required in the technical codes and in accordance with this subsection to disclose defects.

1. Tests shall be made by the permittee, unless otherwise required by RCW 19.27.720, and observed by the code official.
2. Apparatus, instruments, material, and labor required for testing a building service equipment system or part thereof shall be furnished by the permittee.
3. Joints and connections in any building service equipment system shall be gastight and watertight for the pressures required by the test.
4. In cases where it would be impractical to provide the required tests, or for minor installations and repairs, the code official may inspect to ensure that the work has been performed in accordance with the intent of the applicable technical code.

B. Reinspection and testing. Where any work or installation does not pass an initial test or inspection, the necessary corrections shall be made to achieve compliance with the technical codes. The work or installation shall then be resubmitted to the code official for inspection and testing.

C. Approval of tests. After the prescribed tests and inspections indicate that the work complies in all respects with the applicable technical code, the code official shall notify the permittee in writing.

15.10.300 Issued building permit – Inspections and sequencing.

A. Approval required. Work shall not be done beyond the point indicated in each successive inspection without first obtaining the approval of the code official.

B. Duties of permittee.

1. Inspection requests. The permittee shall:

a. Notify the code official when work is ready for inspection by no later than 4:00 PM one (1) business day prior to the requested date of inspection;

b. Provide access to and means for inspections of such work required by this title. Such work shall remain visible and able to be accessed for inspection purposes. Neither the code official nor the jurisdiction shall be liable for expense caused by the removal or replacement of any material required to allow inspection; and

c. Furnish any apparatus, instruments, material, and labor required for testing an installation or part thereof.

2. The permittee shall not employ any unlicensed person, firm, or corporation to perform the work authorized by the issued building permit.

3. The permittee is responsible for ensuring that every person who performs work regulated by this title and the technical codes complies with this title and the technical codes.

C. Types of inspections.

1. Required inspections. The code official, upon notification as required by EMC 15.10.280(B), shall make the requested inspections and shall either:

a. Indicate the portion of the construction that is satisfactory as completed; or

b. If any of the following apply, the code official shall notify the permittee of the violations and require reinspection:

i. The approved construction plans are not readily available to the code official;

ii. The permittee failed to provide access on the date for which inspection is requested;

iii. Work for which inspection is called is not complete or where corrections called for are not made; or

iv. The permittee deviated from the approved construction plans and conditions of the issued building permit.

c. Any portions that do not comply shall be corrected and such portion shall not be covered or concealed until authorized by the code official.

d. The permittee shall pay any reinspection fee as set forth in the City of Edgewood fee schedule and request a new inspection. The additional inspection of the work will not be performed until the required fees have been paid.

2. Special inspections.

a. In addition to the standard inspections described in this section, the code official is authorized to make or require special inspections for any type of work related to the technical codes by an approved agency at no cost to the jurisdiction.

b. Inspection agencies. The code official is authorized to accept reports of approved inspection agencies, provided that such agencies satisfy the requirements as to qualifications and reliability.

3. Other inspections. In addition to the inspections specified above, the code official is authorized to make or require other inspections of any construction work to ascertain compliance with the provisions of this title and the technical codes and other laws that are enforced by the city.

4. Approval of an inspection shall not be construed to be an approval of a violation of the provisions of this code or of other ordinances of the city.

D. Inspection sequence. The applicable inspections in each subsection shall be completed prior to inspections for the following subsection. Only inspections applicable to the work, activity, operation, practice, or function approved under the issued building permit shall be required. This list includes inspections required to obtain final inspection for a building permit and is not intended to supersede or replace inspections required for other issued permits.

1. Site preparation. The applicable inspections in this group shall be approved prior to any site work or other construction activities.

a. Critical areas. All critical areas shall be protected as required by EMC 14.10.070(J), Critical area protective measures, or as shown on any approved critical areas plan.

b. Significant trees. Significant trees shall be protected with markers, fencing, and signage as required by EMC 18.90.180(C) or as shown on an approved tree retention or landscape plan.

c. Temporary site access and erosion control. Inspection shall be made after temporary site access and erosion control measures are established as required by Chapter 13.05 EMC and/or as shown on an approved site development or clearing and/or grading plan.

2. Foundation.

a. Footing and foundation inspection. A footing and foundation inspection shall be made after excavations for footings are complete and any required reinforcing steel is in place. For concrete foundations, any required forms shall be in place prior to inspection. All materials for the foundation shall be on the job, except where concrete is ready mixed in accordance with approved nationally recognized standards, the concrete need not be on the job. Where the foundation is to be constructed of approved treated wood, additional inspections may be required by the code official.

The location of lot lines and/or setback lines at a development and construction related thereto shall be the responsibility of the applicant/owner.

b. Underground utilities. Underground inspection shall be made after trenches or ditches are excavated and bedded, piping is installed, and before backfill is installed; except, ground-source heat pump loop systems tested in accordance with the technical codes shall be permitted to be backfilled prior to inspection.

c. Concrete slab and under-floor inspection. Concrete slab and under-floor inspections shall be made after in-slab or under-floor reinforcing steel and building service equipment, conduit, piping accessories and other ancillary equipment items are in place, but before any concrete is placed or floor sheathing installed, including the subfloor.

d. Lowest floor elevation. In flood hazard areas, upon placement of the lowest floor, including the basement, and prior to further vertical construction, elevation certification prepared by a registered design professional shall be submitted as required in the applicable technical code and Chapter 14.80 EMC.

e. Footing and foundation energy compliance inspection. Any inspection required by WAC 51-11C-10500 or WAC 51-11R-10500 shall be required after the installation of the slab/floor insulation, but before concealment.

3. Exterior construction.

a. Exterior wall sheathing inspection. Exterior wall sheathing shall be inspected after all wall framing is complete, strapping and nailing is properly installed, but prior to being covered.

b. Roof sheathing inspection. The roof sheathing shall be inspected after all roof framing is complete. No roof coverings shall be installed until inspections are made and approved.

c. Weather-exposed balcony and walking surface waterproofing. Where balconies or other elevated walking surfaces have weather-exposed surfaces, and the structural framing is protected by an impervious moisture barrier, all elements of the impervious moisture barrier system shall not be concealed until inspected and approved.

Exception: Where special inspections are provided in accordance with Section 1705.1.1, Item 3.

d. Thermal envelope energy compliance inspection. Any inspection required by WAC 51-11C-10500 or WAC 51-11R-10500 shall be completed for:

i. Envelope component inspection. To be made after all envelope component insulation is in place, but before any exterior finishes are installed.

ii. Wall insulation inspection. To be made after all wall insulation and air vapor retarder sheet or film materials are in place, but before any wall covering is placed.

iii. Glazing inspection. To be made after glazing materials are installed in the building.

iv. Exterior roofing insulation. To be made after the installation of the roof insulation, but before concealment.

4. Rough framing and building service equipment rough-in.

a. Building service equipment rough-in inspection. Rough-in building service equipment systems shall be inspected when the rough-in work is complete and, if required, under test. No connections to primary utilities shall be made until the rough-in work is inspected and approved.

b. Building service equipment energy compliance inspection. Any inspection required by WAC 51-11C-10500 or WAC 51-11R-10500 shall be required after all pipe, fire suppression piping and duct insulation is in place, but before concealment.

c. Framing and/or masonry inspection. Inspection of framing and masonry construction shall be made after the roof deck or sheathing, masonry, all framing, fireblocking, firestopping, draftstopping and bracing are in place and pipes, chimneys, and vents to be concealed are complete and the rough building service equipment rough-in inspection(s) are approved.

5. Walls, structural members, and fire protection systems.

a. Types IV-A, IV-B, and IV-C connection protection inspection. In buildings of Types IV-A, IV-B, and IV-C construction, where connection fire-resistance ratings are provided by wood cover calculated to meet the requirements of IBC Section 2304.10.1, inspection of the wood cover shall be made after the cover is installed, but before any other coverings or finishes are installed.

b. Exterior finish and insulation systems (EFIS), lath inspection and gypsum board and gypsum panel product inspection. EFIS, lath, gypsum board and gypsum panel product inspections shall be made after backing, lathing or gypsum board and gypsum panel products, interior and exterior, are in place, but before any plastering is applied or gypsum board and gypsum panel product joints and fasteners are taped and finished. Exception: Interior gypsum board and gypsum panel products that are not part of a fire-resistance-rated assembly or a shear assembly.

c. Fire-resistance-rated construction inspection. Where fire-resistance-rated construction is required between dwelling units or due to location on property, the code official shall require an inspection of such construction after lathing or gypsum board or gypsum panel products are in place, but before any plaster is applied, or before board or panel joints and fasteners are taped and finished.

d. Fire- and smoke-resistant penetrations. Protection of joints and penetrations in fire-resistance-rated assemblies, smoke barriers and smoke partitions shall not be concealed from view until inspected and approved.

6. Energy efficiency inspections. Any remaining inspection required by WAC 51-11C-10500 or WAC 51-11R-10500 shall be made to determine compliance with the energy efficiency chapter in the applicable technical code, and may include, but not be limited to, inspections for: envelope insulation R- and U-values, fenestration U-value, duct system R-value, and HVAC and water-heating equipment efficiency.

7. Life safety inspections and documentation. Buildings and structures regulated under the IBC may be eligible for a temporary certificate of occupancy, pursuant to EMC 15.10.330(E), once the following applicable inspections are completed and approved.

a. Building service equipment final inspection. Building service equipment systems shall be inspected upon completion of the installation.

b. Accessible standards inspection. When all standards for making buildings and facilities accessible to and usable by individuals with disabilities or elderly persons as provided in RCW 70.92.100 through 70.92.160 and ANSI / ICC A117.1-17 are installed, inspection shall be made to confirm compliance.

c. Floor and roof design live loads posted. In commercial or industrial buildings, for each floor or portion thereof designed for live loads exceeding 50 psf (2.40 kN/m2), inspection shall be made to ensure such design live loads conspicuously posted in that part of each story in which they apply, using durable signs.

d. Service utility approvals. The permittee shall provide a copy of any final approval from the utility purveyor and/or Tacoma-Pierce County health department that is required for installation or connection of a service utility, as required by EMC 15.10.120.

8. Final project permit and critical area inspections and documentation.

a. External agency approvals. The permittee shall provide a copy of all required approvals from external agencies associated with the permit not previously provided under subsection (D)(7).

b. Final critical area inspection. All required inspections are complete, and conditions satisfied for work permitted under Title 14 EMC or as shown on any approved critical areas plan.

c. Final land use inspection. All required inspections are complete, and conditions satisfied for work permitted under a land use or environmental approval issued for the use.

d. Final site development inspection. All required inspections are complete, and conditions satisfied for work permitted under Chapter 13.05 EMC and/or as shown on an approved site development or clearing and/or grading plan.

e. Flood hazard documentation. If located in a flood hazard area, documentation of the elevation of the lowest floor as required in IBC Section 1612.4 or IRC Section R322 shall be submitted to the building code official prior to the final inspection.

f. Special inspection documentation. If any special inspections were completed, copies of all inspection reports shall be submitted to the code official prior to the final inspection.

g. Deferred submittals. If submittal of any construction documents was deferred, all required documentation shall be submitted to the code official after all associated inspections are completed and prior to the final inspection.

h. Multi-unit residential building enclosure special inspection requirements of Chapter 64.55 RCW. Chapter 64.55 RCW requires affected multi-unit residential buildings to provide a building enclosure inspection performed by a third-party, independent, and qualified inspector during the initial construction and during rehabilitative construction. The city does not verify the qualifications of the inspector or determine whether the building enclosure inspection is adequate or appropriate. All documentation shall be provided prior to final inspection.

9. Final inspection. The final inspection shall be made after all work required by the building permit is completed.

15.10.310 Revision of approved or issued plans.

A. Approved construction documents are binding, and all work regulated by this title and the technical codes shall be done in accordance with the approved construction documents.

B. Approved construction documents shall not be changed, modified, or altered without authorization from the code official. Revisions to construction documents shall be reviewed using the procedures in this chapter for new applications.

15.10.320 Building permit expiration, suspension, or revocation.

A. Expiration.

1. Every permit issued by the code official under the provisions of this title shall expire by limitation and become null and void if:

a. The building or work authorized by such permit is not commenced within 180 days from the date of such permit issuance; or

b. Work authorized by the issued permit is suspended or abandoned for a period of 180 days or more after the work is commenced; and

c. A certificate of occupancy as required by EMC 15.10.330 is not obtained prior to expiration.

2. Issued building permits under which work is started and continuously performed, the construction of which has been pursued in good faith and the necessary periodic inspections are made, such that the building permit does not expire according to subsection (A)(1) of this section, shall not require changes in the construction documents, construction or designated occupancy of a structure; provided, however, that the permittee may request modification pursuant to EMC 15.10.310.

3. The code official may grant a single, one-time extension of up to 180 calendar days to an issued building permit, when the permittee has shown due diligence and/or substantial progress in completing the work associated with the permit. Such a request shall:

a. Be made by the permittee in writing a minimum of ten (10) business days prior to the expiration date;

b. Document the progress and outstanding items required to complete the work associated with the permit; and

c. Clearly describe the need for an extension.

4. Issued building permits that expire may apply for renewal subject to EMC 15.10.330.

B. Suspension or revocation of building permit.

1. The code official is authorized to, in writing, suspend or revoke a building permit issued under the provisions of this title where it is determined by the code official that:

a. It is used by a person other than the person to whom the building permit was issued.

b. It is used for a location other than that for which the building permit was issued.

c. Any of the conditions or limitations set forth in the building permit have been violated.

d. The permittee fails, refuses, or neglects to comply with any order or notice duly served on him or her under the provisions of this title within the time provided therein.

e. There has been any false statement or misrepresentation as to material fact in the building permit application or plans on which the building permit or application was made.

f. The building permit is issued in error or on the basis of incorrect, inaccurate, or incomplete information, or in violation of any other ordinance, regulations, or provisions of this title.

2. When the code official determines that an issued building permit must be revoked or suspended pursuant to any of the criteria in subsection (B)(1), the code official shall notify the permittee in writing and state the reasons for the revocation or suspension.

3. The determination to revoke or suspend an issued building permit may be appealed to the hearing examiner under the procedures set forth in Chapter 15.90 EMC.

15.10.330 Certificate of occupancy.

A. Use and occupancy. No building or structure or portion thereof shall be used or occupied, and no existing use or occupancy classification of a building or structure or portion thereof shall be changed, until the building code official has issued a certificate of occupancy as required by this title and the technical codes; except:

1. A certificate of occupancy is not required for work exempt from permits; and

2. For one- and two-family dwellings and their accessory structures, the issued building permit inspection record shall serve as the certificate of occupancy when the final inspection has been approved by the building code official.

B. Issuance of certificate prohibited. The city is prohibited from issuing a certificate of occupancy in the following circumstances:

1. For buildings and structures subject to the provisions of the IBC, a certificate of occupancy shall not be issued until the floor load signs, required by this title and the IBC, have been installed.

2. For any multi-unit residential building subject to Chapter 64.55 RCW, a certificate of occupancy shall not be issued until the third-party, independent, and qualified inspector prepares a report and submits to the planning and building department a signed letter certifying that the building enclosure has been inspected during the course of construction or rehabilitative construction and that the construction is in substantial compliance with the building enclosure design documents.

C. Components of certificate. After the building code official inspects the building or structure and finds no violations of the provisions of this chapter, the technical codes, or other laws that are enforced by the city, and finds compliance with the terms of all applicable permits, the building code official shall issue a certificate of occupancy that contains the following:

1. The building permit number.

2. The address of the structure.

3. The name and address of the owner.

4. A description of that portion of the structure for which the certificate is issued.

5. A statement that the described portion of the structure has been inspected for compliance with the requirements of this title and the technical codes for the occupancy and division of occupancy and the use for which the proposed occupancy is classified.

6. The name of the building code official.

7. The edition of the technical code under which the building permit was issued.

8. The use and occupancy, in accordance with the provisions of Chapter 3 IBC.

9. The type of construction as defined in Chapter 6 IBC.

10. The design occupant load.

11. If an automatic sprinkler system is provided, whether the sprinkler system is required.

12. Any special stipulations and conditions of the permit.

D. Issuance of a certificate of occupancy shall not be construed as an approval of a violation of the provisions of this title, the technical codes, or any other ordinances of the city.

E. Temporary or phased occupancy. The building code official is authorized to issue a phased certificate of occupancy before the completion of the entire work covered by the permit; provided, that such portion or portions shall be occupied safely, and all inspections required by EMC 15.10.300(D)(7) are completed and approved.

F. Suspension or revocation. The building code official is authorized to suspend or revoke a certificate of occupancy or temporary certificate of occupancy issued under the provisions of this title, in writing, wherever the certificate is issued in error, or on the basis of incorrect information supplied, or where it is determined that the building, structure, or portion thereof is in violation of the provisions of this code or other ordinance of the jurisdiction.

15.10.340 Violations and enforcement.

A. Enforcement. Where the administrator or code official finds any building, structure, or premises in violation of the provisions of Chapter 15.80 EMC, the administrator or code official is authorized to take appropriate enforcement action pursuant to Title 7 EMC.

B. Unlawful acts.

1. It shall be unlawful for any person to erect, construct, alter, extend, repair, move, remove, demolish, or occupy any building, structure or building service equipment regulated by this title, or cause same to be done, in conflict with or in violation of any of the provisions of this title or the technical codes. Any person allowing a building to be occupied without a certificate of occupancy first being issued as required by this chapter shall be in violation.

2. It shall be unlawful to remove or deface such floor and roof design load notices required by this title.

3. It shall be unlawful to place, or cause or permit to be placed, on any floor or roof of a building, structure, or portion thereof, a load greater than is permitted by this title.

4. It shall be unlawful to connect to an energy source regulated by this title that have been disconnected or ordered to be disconnected by the code official, or the use of which has been ordered to be discontinued by the code official, until the code official authorizes the reconnection and use of such energy source to building service equipment.

C. Unsafe buildings, structures, building service equipment, or premises.

1. Unsafe conditions. Structures or existing equipment that are or hereafter become unsafe, unsanitary, or deficient because of inadequate means of egress facilities, inadequate light, and ventilation, or that constitute a fire hazard, or are otherwise dangerous to human life or the public welfare, or that involve illegal or improper occupancy or inadequate maintenance, shall be deemed an unsafe condition. Unsafe structures shall be taken down and removed or made safe, as the code official deems necessary and as provided for in this section. A vacant structure that is not secured against unauthorized entry shall be deemed unsafe.

2. Unsafe installations. Any installation of building service equipment that is unsafe, constitutes a fire or health hazard, or is otherwise dangerous to human life, as regulated by this title, is hereby declared an unsafe installation. Use of building service equipment regulated by this title constituting a hazard to health, safety, or welfare by reason of inadequate maintenance, dilapidation, fire hazard, disaster, damage, or abandonment is hereby declared an unsafe use. Such unsafe installations are hereby declared to be a public nuisance and shall be abated by repair, rehabilitation, demolition, or removal.

D. Responsibility. The person responsible for a building, structure, building service equipment, or premises deemed unsafe by the code official shall abate, correct, or cause to be abated or

corrected such unsafe conditions either by repair, rehabilitation, demolition, or other approved corrective action.

E. Authority of code official.

1. Where the code official finds any work regulated by this title being performed in a manner contrary to the provisions of this title or in a dangerous or unsafe manner, the code official is authorized to issue an order pursuant to Chapter 7.40 EMC; provided, that where an emergency exists, the code official shall not be required to give a written notice prior to stopping the work.

2. Where the code official finds any occupancy of a building or structure in violation of the provisions of this title, or in violation of a building permit or certificate issued under the provisions of this title, the code official is authorized to issue a notice or order pursuant to Title 7 EMC.

3. Where the code official finds any occupied building, structure, or premises to be unsafe where such hazardous conditions exist that present imminent danger to the occupant, the code official is authorized to order the immediate evacuation of the occupied building, structure, or premises pursuant to Chapter 7.40 EMC. Persons so notified shall immediately leave the structure or premises and shall not enter or reenter until authorized to do so by the code official.

4. Where the code official determines that any building service equipment, or portion thereof, regulated by this title has become hazardous to life, health, property, or has become insanitary, the code official is authorized to issue an order pursuant to Chapter 7.40 EMC; provided:

a. A person shall not use or maintain a defective mechanical system after receiving such notice;

b. Where such building service equipment is to be disconnected, written notice of such order to disconnect service and the causes therefor shall be given within 24 hours to the person responsible;

c. In cases of immediate danger to life or property, such disconnection shall be made immediately without such notice; and

d. Where energy sources are provided by a public utility, the code official shall immediately notify the serving utility in writing of the issuance of such order to disconnect.

5. Where the code official finds any dwelling, building, or structure to be dangerous or unfit for the intended use or occupancy pursuant to EMC 7.50.040, the code official is authorized to issue an order pursuant to Chapter 7.50 EMC.

6. The code official may choose to pursue an alternate remedy, pursuant to Chapter 7 EMC.

F. Abatement of violation. In addition to the emergency measures in EMC 7.60.030, the code official or administrator is authorized to take appropriate action to:

1. Prevent unlawful construction or to restrain, correct or abate a violation;

2. Prevent illegal occupancy of a structure or premises;

3. Stop an illegal act, conduct of business or occupancy of a structure on or about any premises; or

4. Where conditions exist that are deemed hazardous to life and property, complete summary abatement pursuant to EMC 7.60.020.

Chapter 15.20 Building Code

15.20.010 Adoption.

The following codes, as amended, added to or excepted in this chapter, are adopted by reference thereto and by this reference fully incorporated herein, and shall be applicable within the city of Edgewood:

A. International Building Code (IBC). The 2021 Edition of the IBC and Standards published by the International Code Council, as amended by the Washington State Building Code Council and published in Chapter 51-50 WAC, provided:

1. Chapter 15.10 of the Edgewood Municipal Code (EMC) shall be used in place of IBC Chapter 1, Administration;
2. IBC Appendix C, Group U – Agricultural Buildings, is adopted by reference;
3. IBC Appendix E, Supplementary Accessibility Requirements, is adopted by reference; and
4. IBC Appendix J, Grading, is replaced with Chapter 13.05 EMC.

B. International Existing Building Code (IEBC). The 2021 Edition of the IEBC and Standards published by the International Code Council, as amended by the Washington State Building Code Council and published in Chapter 51-50 WAC, provided:

1. Chapter 15.10 EMC shall be used in place of IEBC Chapter 1, Administration; and
2. IEBC Appendix A, Guidelines for the Seismic Retrofit of Existing Buildings, is adopted by reference.

C. Washington State Energy Code (WSEC). The 2021 Editions of the International Energy Conservation Code, as adopted and amended by the Washington State Building Code Council and as published in:

1. Chapter 51-11C WAC, including:
    a. WSEC-C Appendix A, Default heat loss coefficients, is adopted by reference;
    b. WSEC-C Appendix B, Default internal load values and schedules, is adopted by reference;
    c. WSEC-C Appendix C, Exterior design conditions, is adopted by reference; and
    e. WSEC-C Appendix D, Calculation of HVAC total system performance ratio, is adopted by reference.
2. Chapter 51-11R WAC, including:

a. WSEC-R Appendix RA, Optional energy efficiency measures—One step, is adopted by reference;

b. WSEC-R Appendix RB, Optional energy efficiency measures—Two step, is adopted by reference; and

c. WSEC-R Appendix RC, Exterior design conditions, is adopted by reference.

D. Wildland-Urban Interface Code (WUIC). The 2021 Edition of the WUIC published by the International Code Council, as amended by the Washington State Building Code Council and published in Chapter 51-55 WAC.

E. The standards for making buildings and facilities accessible to and usable by individuals with disabilities or elderly persons as provided in:

1. RCW 70.92.100 through 70.92.160;
2. RCW 19.27.550; and
3. ANSI / ICC A117.1-2017.

15.20.020 Applicability.

Unless specifically exempt in EMC 15.20.030:

A. The provisions of this chapter and EMC 15.20.010(A) shall apply to the construction, alteration, movement, enlargement, replacement, repair, equipment, use and occupancy, location, maintenance, removal, and demolition of every building or structure or any appurtenances connected or attached to such buildings or structures. The following structures may comply with this chapter or Chapter 15.30 EMC:

1. Detached one- and two-family dwellings, adult family homes, and multiple single-family dwellings (townhouses) three stories or less in height above grade plane with a separate means of egress; and
2. Accessory structures associated with buildings or structures described in subsection (A)(1) not more than three stories above grade plane in height.

B. The provisions of this chapter and EMC 15.20.010(B) shall apply to matters governing the repair, alteration, change of occupancy, addition to and relocation of existing buildings.

C. The provisions of this chapter and EMC 15.20.010(C) shall apply to any work regulated by subsection (A) for all matters governing the design and construction of buildings for energy efficiency.

D. The provisions of this chapter and EMC 15.20.010(D) shall apply to the following located on properties or portions thereof containing mapped wildland-urban interface areas in the city of Edgewood:

1. The erection, construction, alteration, repair, movement, removal, conversion, demolition, or change in use or occupancy of any building, structure, or premises; and

2. The following specific activities, operations, practices, or functions within a wildland-urban interface area, to the extent permitted in the applicable zoning district pursuant to Chapter 18.70 EMC:

1. Automobile wrecking yard;

2. Candles and open flames in assembly areas;

3. Explosives or blasting agents;

4. Fireworks;

5. Flammable or combustible liquids;

6. Hazardous materials;

7. Liquefied petroleum gases;

8. Lumberyards;

9. Motor vehicle fuel-dispensing stations;

10. Open burning;

11. Pyrotechnical special effects material;

12. Tents, canopies, and temporary membrane structures;

13. Tire storage; or

14. Welding and cutting operations.

E. The provisions of this chapter and EMC 15.20.010(E) shall apply to buildings, structures, or portions thereof used primarily for Group A-1 through Group U-1 occupancies which are constructed, substantially remodeled, or substantially rehabilitated after July 1, 1976.

15.20.030 Exemptions.

A. Certain work is exempt from the building permit requirements of this chapter and the technical codes, provided that:

1. Exemption from permit requirements shall not be deemed to exempt the development or its use from other applicable requirements nor grant authorization for any work to be done in

any manner in violation of the provisions of this title, the technical codes, or any other applicable federal, state, and local regulations; and

2. Exemption from the building permit requirements of one technical code does not exempt work from the building permit requirements of other technical codes.

B. The exemptions listed herein shall not apply when the proposed work is located in any of the critical areas regulated by:

1. Chapter 14.40 EMC, Wetlands;

2. Chapter 14.50 EMC, Critical fish and wildlife habitat areas;

3. Chapter 14.70 EMC, Volcanic hazard areas;

4. Chapter 14.80 EMC, Flood hazard areas;

5. Chapter 14.90 EMC, Landslide hazard areas;

6. Chapter 14.100 EMC, Seismic (earthquake) hazard areas; or

7. Chapter 14.110 EMC, Erosion hazard areas.

C. To be exempt from the requirement for a permit, the proposed scope of the work, activity, operation, practice, or function to be covered by the building permit must be equal to or smaller than the exemption listed. Building permits shall not be required for the following:

1. Repairs. Application or notice to the code official is not required for ordinary repairs to structures. Such repairs shall not include work affecting public health or general safety, including but not limited to:

a. The cutting away of any wall, partition, or portion thereof;

b. The removal or cutting of any structural beam or load-bearing support;

c. The removal or change of any required means of egress or rearrangement of parts of a structure affecting the egress requirements;

d. Addition to, alteration of, replacement or relocation of any standpipe, water supply, sewer, drainage, drain leader, gas, soil, waste, vent or similar piping, electric wiring or mechanical or other similar work.

2. The following work otherwise governed by EMC 15.20.010(A) and (B):

a. Accessory detached structures used as tool and storage sheds, one-story tree-supported play structures, playhouses, and similar uses accessory to one- and two-family dwellings, provided:

i. The floor area does not exceed 200 square feet (18.58 m^2) except, on lots that are less than one-half acre accessory structures shall not exceed 120 square feet (11.15 m^2);

ii. The structure is a maximum of ten feet (3048 mm) in height;

iii. The structure complies with the applicable setbacks in Chapter 18.90 EMC;

iv. The structure is located to not obstruct the clear line of vision of vehicular traffic approaching the location from any street or driveway;

v. The play structure or playhouse is located on the individual lot associated with the one- or two-family dwelling and is not associated with improvements proposed or required for any subdivision application; and

vi. For any proposed building or structure located on properties or portions thereof containing mapped wildland-urban interface area, the building or structure is located more than 50 feet (15,240 mm) from the nearest adjacent structure;

b. Decking replacement on decks without changing or adding any other structural members or removing guardrails;

c. Fences that comply with the standards in EMC 18.90.060 and are less than or equal to 6 feet (1,829 mm) in height. Fences shall not obstruct the clear line of vision of vehicular traffic approaching the location from any street or driveway;

d. Finish work, such as painting, papering, tiling, carpeting, cabinets, counter tops and similar;

e. Flag and light poles less than or equal to 20 feet in height above adjacent grade, excluding any associated electrical work;

f. Nonfixed and movable fixtures, cases, racks, counters, and partitions not over 5 feet 9 inches (1753 mm) in height;

g. Oil derricks;

h. Retaining walls that comply with the standards in EMC 18.90.060 and do not exceed 4 feet (1219 mm) in height measured from the bottom of the footing to the top of the wall, unless supporting a surcharge or impounding Class I, II or IIIA liquids. Retaining walls shall not obstruct the clear line of vision of vehicular traffic approaching the location from any street or driveway;

i. Roads, bridges, sidewalks, drainage structures, retaining walls, street lighting poles, traffic signal poles, and similar structures regulated, approved, and inspected by the city's public works department;

j. Shade cloth structures constructed for nursery or agricultural purposes, not including service systems;

k. Sidewalks, walkways, and driveways not more than 30 inches (762 mm) above adjacent grade, and not over any basement or story below and are not part of an accessible route;

l. Siding replacement for a detached one- or two-family dwelling or townhouse not more than three stories above grade or an associated detached accessory structure, where the replacement siding is not:

i. Structural;

ii. Exterior finish and insulation systems (EFIS) greater than four feet above grade plane, stucco, brick, or stone veneer; and

iii. Associated with a multi-unit residential building regulated under Chapter 64.55 RCW;

m. Temporary growing structures as exempted by WAC 51-50-007, Exceptions;

n. Temporary job shacks that comply with the provisions of EMC 18.50.070, Temporary use permits, and are placed on a permitted job site during construction. Job shacks shall be removed upon final approval of construction or may be required to be removed if the building permit expires or is suspended or cancelled. A construction job shack is a portable structure no more than one story in height for which the primary purpose is to house equipment and supplies, and which may serve as a temporary office during construction for the purposes of the construction activity;

o. Temporary motion picture, television, and theater stage sets and scenery;

p. Prefabricated swimming pools accessory to a Group R-3 occupancy that are less than 24 inches (610 mm) deep, are not greater than 5,000 gallons (18 925 L) and are installed entirely above ground;

q. Temporary worker housing, as exempted by WAC 51-50-007, Exceptions;

r. Towers and poles owned by public utilities, including associated public and private equipment attached to such towers and poles. Note: Communication towers owned by private companies, and any equipment associated with such towers, are not exempt;

s. Satellite earth station antennas three and one-quarter feet or less in diameter accessory to detached one- and two-family dwellings or six and one-half feet or less in diameter or diagonal accessory to any other building or structure;

t. Water tanks supported directly on grade if the capacity is not greater than 5,000 gallons (18 925 L) and the ratio of height to diameter or width is not greater than 2:1.

u. Window awnings in Group R-3 and U occupancies, supported by an exterior wall that do not project more than 54 inches (1372 mm) from the exterior wall and do not require additional support;

v. Window replacement that is in-kind (same size) for structures where no alteration of structural members is required, safety glazing is provided where required, window fall protection is provided where required, emergency egress requirements are provided and when the window U-values meet the current prescriptive requirements of the energy code; or

w. Video programming service antennas three and one-quarter feet or less in diameter or diagonal dimension.

4. The following work otherwise governed by EMC 15.20.010(C):

a. Group R-2 and R-3 buildings three stories or less in height above grade plane;

b. Accessory structures associated with buildings or structures described in subsection (C)(4)(a); or

c. Buildings or structures which are neither heated, cooled, nor supplied with artificially illuminated floor space.

5. The following work otherwise governed by EMC 15.20.010(D):

a. Accessory detached structures that comply with the standards in EMC 15.20.030(C)(2)(a).

b. Fences that comply with the standards in EMC 15.20.030(C)(2)(c).

6. The following work otherwise governed by EMC 15.20.010(E):

a. Buildings, structures, or portions thereof for which construction contracts have been awarded prior to July 1, 1976;

b. Any building, structure, or portion thereof in respect to which the administrative authority deems, after considering all circumstances applying thereto, that full compliance is impracticable. Any such determination shall be prior to issuance of the building permit and may be appealed pursuant to Chapter 15.90 EMC;

c. One- and two-family dwellings;

d. Any Group R-3 occupancies; or

e. Multi-family structures with ten (10) or fewer units.

15.20.040 Amendments, additions, or exceptions.

Pursuant to RCW 19.27.060, the following contains amendments, additions, or exceptions to the codes adopted under EMC 15.20.010 applicable and enforceable within the city of Edgewood.

15.20.202 Section 202 IBC amended – Definitions.

A. Section 202 of the IBC is hereby amended to include the added definition:

Bedroom. A room, other than a bathroom or a kitchen, within a dwelling with at least 80 square feet, a window, a door, and a closet. This presumption shall not apply to the first family room in a residence or to both one family room and one den in a residence with more than three bedrooms.

15.20.90 Chapter 9 IBC amended – Fire protection and life safety systems.

Chapter 9 of the IBC is amended to incorporate International Fire Code (IFC) Chapter 9 as set forth in Chapter 15.70 EMC, Fire code.

15.20.100 Chapter 10 IBC amended – Means of egress.

Chapter 10 of the IBC is amended to incorporate International Fire Code (IFC) Chapter 10 as set forth in Chapter 15.70 EMC, Fire code.

15.20.170.4.1 Section 1704.1 IBC amended – General.

Section 1704.1 of the IBC is hereby amended to read as follows:

1704.1 General. Where application is made for construction as described in this section, the owner or the registered design professional in responsible charge acting as the owner's agent shall employ one or more special inspectors to provide inspections during construction on the types of work listed under Section 1704. The special inspector shall be certified by the Washington Association of

Building Officials (WABO) or shall be a qualified person who shall demonstrate competency to the satisfaction of the building code official, for inspection of the particular type of construction or operation requiring special inspection. These inspections are in addition to the inspections specified in Section 110.

15.20.180.5.4.2 Section 1805.4.2 IBC amended – Foundation drain.

Section 1805.4.2 of the IBC is hereby amended to read as follows:

1805.4.2 Foundation drain. Provisions shall be made for the control and drainage of surface or standing water around buildings in the manner prescribed in the City's currently adopted stormwater regulations (see also Section 1808.7.4), and in accordance with provisions of the Uniform Plumbing Code chapter 11 Storm Drainage.

Adequate provisions shall be made to ensure that under-floor spaces remain free of running or standing water by the installation of drains. At a minimum, such drains shall be installed around the perimeter of the building at the footings. Additional drains may be required in the under-floor space. The drainpipes shall be of sufficient size to adequately convey water to an approved location and shall be a minimum size of four (4) inches. Provisions shall be made to prevent the drainage system from becoming blocked with soil. The building code official may waive the provisions of this section when soils appear to adequately drain the site and no water will stand or run under the building and the project is in compliance with adopted stormwater requirements.

15.20.180.5.4.3 Section 1805.4.3 IBC amended – Drainage discharge.

Section 1805.4.3 of the IBC is hereby amended to read as follows:

1805.4.3 Drainage discharge. The floor base and foundation perimeter drain shall discharge by gravity into an approved drainage system that complies with the requirements of EMC Title 13, Surface Water Management.

15.20.310.7.1 Section 3107.1 IBC amended – General.

Section 3107.1 of the IBC is hereby amended to read as follows:

3107.1 General. Signs shall be designed, constructed, and maintained in compliance with Chapter 18.97 EMC. All structural elements shall comply with the IBC in its entirety.

15.20.310.9.2 Section 3109.2 IBC added – Swimming pool, spa, or hot tub wastewater disposal.

Section 3109 of the IBC is hereby amended to add a new subsection 3109.2 to read as follows:

3109.2 Swimming pool, spa, or hot tub wastewater disposal. Wastewater shall be disposed of as set forth in EMC Chapter 13.25 and the Pierce County Stormwater Management and Site Development Manual (PCM), as adopted in EMC 13.05.160.

3109.2.1 No direct connection shall be made between any storm drain, sewer, drainage system, sub-soil drainage line, and any line connected to a swimming pool, spa, or hot tub.

3109.2.2 Except as provided herein, when a public sewer or storm drain of adequate capacity is available for use, wastewater may be discharged there into in accordance with Title 11 EMC and/or Chapter 13.25 EMC and approval shall be obtained in writing from the proper authority. A copy of such approval stating maximum size of the waste line between the receptor and the sewer, and other specific requirements and approved plans, shall accompany the applications for a permit.

3109.2.3 No wastewater from any swimming pool, spa or hot tub shall discharge into a private sewage disposal system.

Chapter 15.30 Residential Code

15.30.010 Adoption.

The following codes, as amended, added to or excepted in this chapter, are adopted by reference thereto and by this reference fully incorporated herein, and shall be applicable within the city of Edgewood:

A. International Residential Code (IRC). The 2021 Edition of the IRC and Standards published by the International Code Council, as amended by the Washington State Building Code Council and published in Chapter 51-51 WAC, provided:

1. Chapter 15.10 of the Edgewood Municipal Code (EMC) shall be used in place of IRC Chapter 1, Administration;
2. IRC Chapter 11 and Chapters 25 through 43 are specifically not adopted;
3. IRC Appendix AF, Radon Control Methods, is adopted by reference;
4. IRC Appendix AQ, Tiny Homes, is adopted by reference; and
5. IRC Appendix AWU, Dwelling Unit Fire Sprinklers, is adopted by reference;
6. IRC Appendix AWV, Fire Sprinklers, is adopted by reference.

B. Washington State Energy Code (WSEC). The 2021 Edition of the International Energy Conservation Code, as adopted and amended by the Washington State Building Code Council and as published in Chapter 51-11R WAC, including:

1. WSEC-R Appendix RA, Optional energy efficiency measures—One step, is adopted by reference;
2. WSEC-R Appendix RB, Optional energy efficiency measures—Two step, is adopted by reference; and
3. WSEC-R Appendix RC, Exterior design conditions, is adopted by reference.

C. Wildland-Urban Interface Code (WUIC). The 2021 of the WUIC published by the International Code Council, as amended by the Washington State Building Code Council and published in Chapter 51-55 WAC.

15.30.020 Applicability.

A. The provisions of this chapter, EMC 15.30.010(A) and (D) shall apply to the construction, alteration, movement, enlargement, replacement, repair, equipment, use and occupancy, location, maintenance, removal, and demolition of:

1. Detached one- and two-family dwellings, adult family homes, and multiple single-family dwellings (townhouses) three stories or less in height above grade plane with a separate means of egress; and

2. Accessory structures associated with buildings or structures described in subsection (A)(1) not more than three stories above grade plane in height.

3. Live/work units located in townhouses, when the requirements of IBC Section 508.5 are met and where equipped with an automatic fire sprinkler system in accordance with Appendix AWU.

4. Owner-occupied lodging houses with one or two guestrooms.

5. Owner-occupied lodging homes with three to five guestrooms where equipped with an automatic fire sprinkler system in accordance with Appendix AWU.

6. A care facility with five or fewer persons receiving custodial care or medical care within a dwelling unit where equipped with an automatic fire sprinkler system in accordance with Appendix AWU.

B. The provisions of this chapter and EMC 15.30.010(B) shall apply to any work regulated by subsection (A) for all matters governing the design and construction of buildings for energy efficiency.

C. The provisions of this chapter and EMC 15.30.010(C) shall apply to the construction, alteration, movement, repair, maintenance and use of any building, structure, or premises within the wildland-urban interface areas in the city of Edgewood.

15.30.030 Exemptions.

A. Certain work is exempt from the building permit requirements of this chapter and the technical codes, provided that:

1. Exemption from permit requirements shall not be deemed to exempt the development or its use from other applicable requirements nor grant authorization for any work to be done in any manner in violation of the provisions of this title, the technical codes, or any other applicable federal, state, and local regulations; and

2. Exemption from the building permit requirements of one technical code does not exempt work from the building permit requirements of other technical codes.

B. The exemptions listed herein shall not apply when the proposed work is located in any of the critical areas regulated by:

1. Chapter 14.40 EMC, Wetlands;

2. Chapter 14.50 EMC, Critical fish and wildlife habitat areas;

3. Chapter 14.70 EMC, Volcanic hazard areas;

4. Chapter 14.80 EMC, Flood hazard areas;

5. Chapter 14.90 EMC, Landslide hazard areas;

6. Chapter 14.100 EMC, Seismic (earthquake) hazard areas; or

7. Chapter 14.110 EMC, Erosion hazard areas.

C. To be exempt from the requirement for a building permit, the proposed scope of the work, activity, operation, practice, or function to be covered by the building permit must be equal to or smaller than the exemption listed. Building permits shall not be required for the following:

1. Repairs. Application or notice to the code official is not required for ordinary repairs to structures. Such repairs shall not include work affecting public health or general safety, including but not limited to:

a. The cutting away of any wall, partition, or portion thereof;

b. The removal or cutting of any structural beam or load-bearing support;

c. The removal or change of any required means of egress or rearrangement of parts of a structure affecting the egress requirements;

d. Addition to, alteration of, replacement or relocation of any standpipe, water supply, sewer, drainage, drain leader, gas, soil, waste, vent or similar piping, electric wiring or mechanical or other similar work.

2. The following work otherwise governed by EMC 15.30.010(A):

a. Other than storm shelters, accessory detached structures used as tool and storage sheds, one-story tree-supported play structures, playhouses, and similar uses accessory to one- and two-family dwellings, provided:

i. The floor area does not exceed 200 square feet (18.58 m^2) except, on lots that are less than one-half acre accessory structures shall not exceed 120 square feet (11.15 m^2);

ii. The structure is a maximum of ten feet (3048 mm) in height;

iii. The structure complies with the applicable setbacks in Chapter 18.90 EMC;

iv. The structure is located to not obstruct the clear line of vision of vehicular traffic approaching the location from any street or driveway;

v. The play structure or playhouse is located on the individual lot associated with the one- or two-family dwelling and is not associated with improvements proposed or required for any subdivision application; and

vi. For any proposed building or structure located on properties or portions thereof containing mapped wildland-urban interface area, the building or structure is located more than 50 feet (15,240 mm) from the nearest adjacent structure;

b. Decks not exceeding 200 square feet (18.58 m2) in area, that are not more than 30 inches (762 mm) above grade at any point, are not attached to a dwelling and do not serve the exit door required by IRC Section R311.4.

c. Decking replacement on decks without changing or adding any other structural members or removing guardrails;

d. Fences that comply with the standards in EMC 18.90.060 and are less than or equal to 6 feet (1,829 mm) in height. Fences shall not obstruct the clear line of vision of vehicular traffic approaching the location from any street or driveway;

e. Finish work, such as painting, papering, tiling, carpeting, cabinets, counter tops and similar;

f. Flag and light poles less than or equal to 20 feet in height above adjacent grade, excluding any associated electrical work;

g. Retaining walls that comply with the standards in EMC 18.90.060 and do not exceed 4 feet (1219 mm) in height measured from the bottom of the footing to the top of the wall, unless supporting a surcharge. Retaining walls shall not obstruct the clear line of vision of vehicular traffic approaching the location from any street or driveway;

h. Sidewalks, walkways, and driveways not more than 30 inches (762 mm) above adjacent grade, and not over any basement or story below and are not part of an accessible route;

i. Siding replacement for a detached one- or two-family dwelling or townhouse not more than three stories above grade or an associated detached accessory structure, where the replacement siding is not:

i. Structural;

ii. Exterior finish and insulation systems (EFIS) greater than four feet above grade plane, stucco, brick, or stone veneer; and

iii. Associated with a building or structure regulated under Chapter 64.55 RCW;

j. Prefabricated swimming pools accessory to a Group R-3 occupancy that are less than 24 inches (610 mm) deep, are not greater than 5,000 gallons (18 925 L) and are installed entirely above ground;

k. Temporary growing structures as exempted by WAC 51-51-007, Exceptions;

l. Temporary job shacks that comply with the provisions of EMC 18.50.070, Temporary use permits, and are placed on a permitted job site during construction. Job shacks shall be removed upon final approval of construction or may be required to be removed if the building permit expires or is suspended or cancelled. A construction job shack is a portable structure no more than one story in height for which the primary purpose is to house equipment and supplies, and which may serve as a temporary office during construction for the purposes of the construction activity;

m. Temporary worker housing, as exempted by WAC 51-51-007, Exceptions;

n. Water tanks supported directly on grade if the capacity is not greater than 5,000 gallons (18 925 L) and the ratio of height to diameter or width is not greater than 2:1.

o. Window awnings supported by an exterior wall that do not project more than 54 inches (1372 mm) from the exterior wall and do not require additional support; or

p. Window replacement that is in-kind (same size) for structures where no alteration of structural members is required, safety glazing is provided where required, window fall protection is provided where required, emergency egress requirements are provided and when the window U-values meet the current prescriptive requirements of the energy code.

2. The following work otherwise governed by EMC 15.30.010(B):

a. Group R-2 and R-3 buildings three stories or less in height above grade plane.

3. The following work otherwise governed by EMC 15.30.010(C):

a. Accessory detached structures that comply with the standards in EMC 15.30.030(C)(2)(a).

b. Fences that comply with the standards in EMC 15.30.030(C)(2)(d).

15.30.040 Amendments, additions, or exceptions.

Pursuant to RCW 19.27.060, the following contains amendments, additions, or exceptions to the codes adopted under EMC 15.30.010 applicable and enforceable within the city of Edgewood.

15.30.202 Section 202 IRC amended – Definitions.

Section R202 of the IRC is hereby amended to include the added definition:

Bedroom. A room, other than a bathroom or a kitchen, within a dwelling with at least 80 square feet, a window, a door, and a closet. This presumption shall not apply to the first family room in a residence or to both one family room and one den in a residence with more than three bedrooms.

15.30.301.2 Table R301.2.(1) IRC amended – Climatic and geographic design criteria.

Table R301.2.(1) of the IRC is hereby amended to read as follows:

Table R301.2.(1) Climatic and Geographic Design Criteria

Ground Snow Load:	25 psf
Wind Design:	
Wind Speed:	85 mph @ 3 second gust Exposure-B
Topographic Effects:	NO
Special Wind Region:	NO
Wind-Borne Debris Zone:	NO
Seismic Design Category:	D1
Subject to Damage From:	
Weathering:	Moderate
Frost Line Depth:	12 inches
Termite:	Slight to Moderate
Winter Design Temperature:	24° F

Ice Barrier Underlayment:	Not Required
Flood Hazards:	Chapter 14.80 EMC
Air Freezing Index:	1500
Summer Design Temperature:	83° F

15.30.405.1 Section R405.1 IRC amended – Foundation drainage.

Section R405.1 of the IRC is hereby amended to read as follows:

R405.1 Foundation Drainage. Provisions shall be made for the control and drainage of surface or standing water around buildings in accordance with the requirements of EMC Title 13, Surface Water Management and Site Development, and in accordance with the provisions of Uniform Plumbing Code Chapter 11, Storm Drainage.

Adequate provisions shall be made to ensure that under-floor spaces remain free of running or standing water by the installation of drains. At a minimum, such drains shall be installed around the perimeter of the building at the footings. Additional drains may be required in the under-floor space. The drainpipes shall be of sufficient size to adequately convey water to an approved location and shall be a minimum size of four (4) inches. Provisions shall be made to prevent the drainage system from becoming blocked with soil. The Building Official may waive the provisions of this section when soils appear to adequately drain the site and no water will stand or run under the building and the project is in compliance with adopted storm water requirements.

15.30.327 Section R327.1 IRC amended – Swimming pools, spas, and hot tubs.

Section 320 of the 2021 International Swimming Pool and Spa Code (ISPSC), as adopted by Section R327.1 of the IRC, is hereby amended to read as follows:

320.1 Swimming Pool, Spa, or Hot Tub Wastewater Disposal. Wastewater shall be disposed of as set forth in EMC Chapter 13.25 and the Pierce County Stormwater Management and Site Development Manual (PCM), as adopted in EMC 13.05.160.

320.1.1 No direct connection shall be made between any storm drain, sewer, drainage system, sub-soil drainage line, and any line connected to a swimming pool, spa, or hot tub.

320.1.2 Except as provided herein, when a public sewer or storm drain of adequate capacity is available for use, wastewater shall be discharged thereunto in accordance with Title 11 EMC and/or Chapter 13.25 EMC, and approval shall be obtained in writing from the proper authority. A copy of such approval stating maximum size of the waste line between the receptor and the sewer, and other specific requirements and approved plans, shall accompany the applications for a permit.

320.1.3 No wastewater from any swimming pool, spa or hot tub shall discharge into a private sewage disposal system.

15.30.AWV107.1 IRC Appendix Section AWV107.1 amended – Fire sprinklers.

Section AWV107.1 of Appendix AWU of the IRC is hereby amended to read as follows:

AWV107.1 Fire sprinklers. An approved automatic fire sprinkler system shall be installed in accordance with IRC Appendix AWU when:

1. Construction of a new detached one- or two-family dwelling or adult family home that contains 5,000 square feet of gross floor area or more; or
2. For multiple single-family dwellings (townhouses), where any single detached unit contains 5,000 square feet of gross floor area or more or any combination of attached units results in a total gross floor area of 5,000 square feet or more.

Exception: Detached one- and two-family dwellings, adult family homes, and multiple single-family dwellings (townhouses) with less than 5,000 square feet of gross floor area; provided, any new addition to an existing residential structure shall only be required to sprinkler the new floor area when:

1. The addition will result in a total gross floor area of 5,000 square feet or more (existing plus new); and
2. The valuation of the addition is 50 percent (50%) or more of the assessed building valuation, based off current information from the Pierce County Assessor's office, at the time of application.

Chapter 15.40 Electrical Code

15.40.010 Adoption.

The following codes, as amended, added to, or excepted in this chapter, are adopted by reference thereto and by this reference fully incorporated herein, and shall be applicable within the city of Edgewood:

A. Prior to April 1, 2024, the 2020 Edition of the National Electrical Code (NEC), published by the National Fire Protection Association, as adopted by the Department of Labor and Industries in Chapter 296-46B WAC and Chapter 19.28 RCW.

B. April 1, 2024, or after, the 2023 Edition of the National Electrical Code (NEC), published by the National Fire Protection Association, as adopted by the Department of Labor and Industries in Chapter 296-46B WAC and Chapter 19.28 RCW.

15.40.020 Enforcement.

Pursuant to Chapters 19.28 and 19.29 RCW, the Washington State Department of Labor and Industries is responsible for enforcement of Chapters 19.28 and 19.29 RCW, Chapter 296-46B WAC, and any other duly adopted rules or regulations. All forms and notices required for the administration of the code and rules and regulations shall be furnished by the Washington State Department of Labor and Industries.

15.40.030 Meter identification.

Where more than one electric meter is used on a building, all meters must be identified by permanently indicating the apartment, occupancy or area served by each meter.

15.40.040 Removal of unused conductors.

Electrical conductors not in use shall be removed unless otherwise approved by the building official.

15.40.050 Authority to disconnect electrical utility.

The code official and/or an authorized representative of the Washington State Department of Labor and Industries shall have the authority to disconnect an electrical system to a building,

structure, or equipment in case of emergency where such disconnection is necessary to eliminate an immediate hazard to life or property, or in case of an illegal service connection.

Chapter 15.50 Mechanical Code

15.50.010 Adoption.

The following codes, as amended, added to, or excepted in this chapter, are adopted by reference thereto and by this reference fully incorporated herein, and shall be applicable within the city of Edgewood:

A. International Mechanical Code (IMC). The 2021 Edition of the IMC and Standards published by the International Code Council, as amended by the Washington State Building Code Council and published in Chapter 51-52 WAC, provided:

1. Chapter 15.10 of the Edgewood Municipal Code (EMC) shall be used in place of IMC Chapter 1, Administration.

B. International Fuel Gas Code (IFGC). The 2021 Edition of the IFGC and Standards published by the International Code Council, as amended by the Washington State Building Code Council and published in Chapter 51-52 WAC, provided:

1. Chapter 15.10 EMC shall be used in place of IFGC Chapter 1, Administration.

C. Liquified Petroleum Gas Code (NFPA 58). The 2020 Edition of NFPA 58: Liquified Petroleum Gas Code published by the National Fire Protection Association (NFPA).

D. National Fuel Gas Code (ANSI Z223.1/NFPA 54). The 2021 Edition of ANSI Z223.1/NFPA 54: National Fuel Gas Code published by the NFPA.

15.50.020 Applicability.

A. The provisions of this chapter and EMC 15.50.010(A) shall apply to the design, installation, maintenance, alteration, repair and inspection of mechanical systems that are permanently installed , including equipment, appliances, fixtures, fittings and appurtenances, including ventilating, heating, cooling, air-conditioning and refrigeration systems, incinerators and other energy-related systems, and utilized to provide control of environmental conditions and related processes within buildings. This chapter shall also regulate those mechanical systems, system components, equipment and appliances specifically addressed in the IMC, except:

1. Detached one- and two-family dwellings and multiple single-family dwellings (townhouses) three stories or less in height above grade plane with a separate means of egress and their accessory structures shall comply with Chapter 15.30 EMC; and

2. The standards for liquified petroleum gas installations shall be NFPA 58 and ANSI Z223.1/NFPA 54 as adopted by EMC 15.50.010(C) and (D).

B. The provisions of this chapter and EMC 15.50.010(B) shall apply to the installation of fuel gas piping systems from the point of deliver, fuel gas utilization equipment, gaseous hydrogen systems, gas appliances and regulated accessories addressed in the IFGC. These requirements apply to gas piping systems extending from the point of delivery to the inlet connections of appliances and the installation and operation of residential and commercial gas appliances and related accessories.

1. Detached one- and two-family dwellings and multiple single-family dwellings (townhouses) three stories or less in height above grade plane with a separate means of egress and their accessory structures shall comply with Chapter 15.30 EMC.

2. The standards for liquified petroleum gas installations shall be NFPA 58 and ANSI Z223.1/NFPA 54 as adopted by EMC 15.50.010(C) and (D).

3. Gaseous hydrogen systems shall be regulated by Chapter 7 IFCG.

4. These regulations cover piping systems for natural gas with an operating pressure of 125 pounds per square inch gauge (psig) (862 kPa gauge) or less, and for LP-gas with an operating pressure of 20 psig (140 kPa gauge) or less, except as provided in Section 402.7. Coverage shall extend from the point of delivery to the outlet of the appliance shutoff valves. Piping system requirements shall include design, materials, components, fabrication, assembly, installation, testing, inspection, operation, and maintenance.

5. Requirements for gas appliances and related accessories shall include installation, combustion and ventilation air and venting and connections to piping systems.

C. Requirements not covered by the technical codes. Requirements necessary for the strength, stability, or proper operation of an existing or proposed building service installation, or for the public safety, health, and general welfare, not specifically covered by the technical codes adopted under EMC 15.50.010, shall be determined by the code official.

15.50.030 Exemptions.

A. Certain work is exempt from the building permit requirements of this chapter and the technical codes, provided that:

1. Exemption from permit requirements shall not be deemed to exempt the development or its use from other applicable requirements nor grant authorization for any work to be done in any manner in violation of the provisions of this title, the technical codes, or any other applicable federal, state, and local regulations; and

2. Exemption from the building permit requirements of one technical code does not exempt work from the building permit requirements of other technical codes.

B. The exemptions listed herein shall not apply when the proposed work is located in any of the critical areas regulated by:

1. Chapter 14.40 EMC, Wetlands;

2. Chapter 14.50 EMC, Critical fish and wildlife habitat areas;

3. Chapter 14.70 EMC, Volcanic hazard areas;

4. Chapter 14.80 EMC, Flood hazard areas;

5. Chapter 14.90 EMC, Landslide hazard areas;

6. Chapter 14.100 EMC, Seismic (earthquake) hazard areas; or

7. Chapter 14.110 EMC, Erosion hazard areas.

C. To be exempt from the requirement for a permit, the proposed scope of the work, activity, operation, practice, or function to be covered by the building permit must be equal to or smaller than the exemption listed. Building permits shall not be required for the following:

1. The following work otherwise governed by EMC 15.50.010(A):

a. Portable heating, cooking, or clothes drying appliances.

b. Portable ventilation appliances and equipment.

c. Portable cooling unit.

d. Steam, hot or chilled water piping within any heating or cooling equipment regulated by the IMC.

e. The replacement of any minor part that does not alter the approval of equipment or an appliance or make such equipment or appliance unsafe.

f. Portable evaporative cooler.

g. Self-contained refrigeration system containing 10 pounds (4.54 kg) or less of refrigerant and actuated by motors of 1 horsepower (0.75 kW) or less.

h. Portable fuel cell appliances that are not connected to a fixed piping system and are not interconnected.

i. Temporary growing structures as exempted by WAC 51-52-007, Exceptions.

2. The following work otherwise governed by EMC 15.50.010(B):

a. Portable heating, cooking, or clothes drying appliances.

b. The replacement of any minor part that does not alter the approval of equipment or an appliance or make such equipment or appliance unsafe.

c. Temporary growing structures as exempted by WAC 51-52-007, Exceptions.

d. Portable LP-gas appliances and equipment of all types that is not connected to a fixed fuel piping system.

e. Installation of farm appliances and equipment such as brooders, dehydrators, dryers, and irrigation equipment.

f. Raw material (feedstock) applications except for piping to special atmosphere generators.

g. Oxygen-fuel gas cutting and welding systems.

h. Industrial gas applications using gases such as acetylene and acetylenic compounds, hydrogen, ammonia, carbon monoxide, oxygen, and nitrogen.

i. Petroleum refineries, pipeline compressor or pumping stations, loading terminals, compounding plants, refinery tank farms and natural gas processing plants.

j. Integrated chemical plants or portions of such plants where flammable or combustible liquids or gases are produced by, or used in, chemical reactions.

k. LP-gas installations at utility gas plants.

l. Liquefied natural gas (LNG) installations.

m. Fuel gas piping in power and atomic energy plants.

n. Proprietary items of equipment, apparatus, or instruments such as gas-generating sets, compressors, and calorimeters.

o. LP-gas equipment for vaporization, gas mixing and gas manufacturing.

p. Temporary LP-gas piping for buildings under construction or renovation that is not to become part of the permanent piping system.

q. Installation of LP-gas systems for railroad switch heating.

r. Installation of hydrogen gas, LP-gas and compressed natural gas (CNG) systems on vehicles.

s. Except as provided in Section 401.1.1, gas piping, meters, gas pressure regulators and other appurtenances used by the serving gas supplier in the distribution of gas, other than undiluted LP-gas.

t. Building design and construction, except as specified herein.

u. Piping systems for mixtures of gas and air within the flammable range with an operating pressure greater than 10 psig (69 kPa gauge).

v. Portable fuel cell appliances that are neither connected to a fixed piping system nor interconnected to a power grid.

15.50.040 Amendments, additions, or exceptions.

Pursuant to RCW 19.27.060, the following contains amendments, additions, or exceptions to the codes adopted under EMC 15.50.010 applicable and enforceable within the city of Edgewood.

15.50.201.5 Section 201.5 IMC added – References.

Section 201 of the IMC is hereby amended to add a new subsection 201.5 to read as follows:

201.5 References. References in the IMC to Group R shall include Group I-1, Condition 2 assisted living facilities licensed by Washington state under Chapter 388-78A WAC and Group I-1, Condition 2 residential treatment facilities licensed by Washington State under Chapter 246-337 WAC.

Chapter 15.60 Plumbing Code

15.60.010 Adoption.

The following codes, as amended, added to, or excepted in this chapter, are adopted by reference thereto and by this reference fully incorporated herein, and shall be applicable within the city of Edgewood:

A. Uniform Plumbing Code (UPC). The 2021 Edition of the UPC and Standards published by the International Association of Plumbing and Mechanical Officials, as amended by the Washington State Building Code Council and published in Chapter 51-56 WAC, provided:

1. Chapter 15.10 EMC shall be used in place of UPC Chapter 1, Administration;
2. Those requirements of UPC Chapter 5 relating to venting and combustion air of fuel fired appliances are specifically not adopted;
3. Those portions of the UPC addressing building sewers are specifically not adopted;
4. UPC Chapters 12 and 14 are specifically not adopted;
5. UPC Appendix A, Recommended Rules for Sizing the Water Supply, is adopted by reference;
6. UPC Appendix B, Explanatory Notes of Combination Waste and Vent Systems, is adopted by reference.
7. UPC Appendix I, Installation Standards, is adopted by reference.
8. UPC Appendix M, Peak Water Demand Calculator, is adopted by reference.

15.60.020 Applicability.

A. The provisions of this chapter and EMC 15.60.010(A) shall apply to the erection, installation, alteration, repair, relocation, replacement, addition to, use, or maintenance of plumbing systems, including equipment, appliances, fixtures, fittings and appurtenances, and where connected to a water or sewage system and all aspects of a medical gas system.

B. For properties or portions thereof located within a critical aquifer recharge area as regulated by Chapter 14.60 EMC, Aquifer recharge and wellhead protection areas, refer to the additional protections in EMC 14.60.040(E) for floor drains, roof venting, and nonresidential vehicle washing associated with certain uses.

15.60.030 Exemptions.

A. Certain work is exempt from the building permit requirements of this chapter and the technical codes, provided that:

1. Exemption from permit requirements shall not be deemed to exempt the development or its use from other applicable requirements nor grant authorization for any work to be done in any manner in violation of the provisions of this title, the technical codes, or any other applicable federal, state, and local regulations; and

2. Exemption from the building permit requirements of one technical code does not exempt work from the building permit requirements of other technical codes.

B. The exemptions listed herein shall not apply when the proposed work is located in any of the critical areas regulated by:

1. Chapter 14.40 EMC, Wetlands;

2. Chapter 14.50 EMC, Critical fish and wildlife habitat areas;

3. Chapter 14.70 EMC, Volcanic hazard areas;

4. Chapter 14.80 EMC, Flood hazard areas;

5. Chapter 14.90 EMC, Landslide hazard areas;

6. Chapter 14.100 EMC, Seismic (earthquake) hazard areas; or

7. Chapter 14.110 EMC, Erosion hazard areas.

C. To be exempt from the requirement for a building permit, the proposed scope of the work, activity, operation, practice, or function to be covered by the building permit must be equal to or smaller than the exemption listed. Building permits shall not be required for the following work otherwise governed by EMC 15.60.010(A):

1. The stopping and/or repairing of leaks in drains, water, soil, waste, or vent pipe; provided, however, that should any concealed trap, drain pipe, water, soil, waste, or vent pipe become defective, and it becomes necessary to remove and replace the same with new material, the same shall be considered as new work and is not exempt.

2. The clearing of stoppages or the repairing of leaks in pipes, valves or fixtures and the removal and reinstallation of water closets; provided, however, that repairs involving or requiring the replacement or rearrangement of valves, pipes or fixtures are not exempt.

3. Reinstallation or replacement of prefabricated fixtures and/or valves that have accessible connections to rough-in plumbing; provided, however, that replacement of a water heater in

any building or use, and reinstallation or replacement of any fixture or valve within a commercial kitchen, is not exempt.

4. Building service equipment, or any portion thereof, set up for exhibition purposes and with no connection to a water, fuel, energy, or drainage system.

15.60.040 Amendments, additions, or exceptions.

Pursuant to RCW 19.27.060, the following contains amendments, additions, or exceptions to the codes adopted under EMC 15.60.010 applicable and enforceable within the city of Edgewood.

15.60.713.2 Section 713.2 UPC amended – Private sewage disposal system.

Section 713.2 of the UPC is hereby amended adding a new subsection to read as follows:

713.2.1 In areas not served by sanitary sewers as specified by Section 305 of the UPC, septic tanks and drain fields conforming to the most currently adopted rules and regulations of the Tacoma-Pierce County Health Department shall be installed. Approval of such systems must be obtained from Tacoma-Pierce County Health Department prior to installation. All on site systems must conform to EMC Chapter 11.55.

15.60.1101.2 Section 1101.2 UPC amended – Where required.

Section 1101.2 of the UPC is hereby amended to read as follows:

1101.2 Where Required. All roof drainage and other impervious surface, as defined by the Pierce County Stormwater Management and Site Development Manual adopted in EMC 13.05.160, shall comply with EMC Chapter 13.05.

15.60.1101.6 Section 1101.6 UPC amended – Subsoil drains.

Section 1101.6 of the UPC is hereby amended to read as follows:

1101.6 Subsoil Drains. Subsoil drains shall be provided around the perimeter of all buildings having basements, cellars, or crawl spaces or floors below grade. Such subsoil drains shall be positioned outside the footing and placed in a trenched depression along the bottom edge of the footing. Subsoil drains shall be perforated pipe not less than four (4) inches in diameter, and shall be laid in gravel, slag, crushed rock, or other approved porous material with a minimum (4) inches surrounding the pipe on the top and side. Subsoil drains shall be provided with a positive slope to allow for gravity drainage. Mirafi 140N or equal, nonwoven filter media shall be provided.

15.60.1101.6.1 Section 1101.6.1 UPC amended – Discharge.

Section 1101.6.1 of the UPC is hereby amended to read as follows:

1101.6.1 Discharge. Subsoil drains shall be piped to approved storm water facilities in accordance with EMC Chapter 13.05.

Chapter 15.70 Fire Code

15.70.010 Adoption.

The following codes, as amended, added to, or excepted in this chapter, are adopted by reference thereto and by this reference fully incorporated herein, and shall be applicable within the city of Edgewood:

A. International Fire Code (IFC). The 2021 Edition of the IFC and Standards published by the published by the International Code Council, as amended by the Washington State Building Code Council and published in Chapter 51-54A WAC, provided:

1. Chapter 15.10 of the Edgewood Municipal Code (EMC) shall be used in place of IFC Chapter 1, Administration, except as specifically modified in EMC 15.70.020;
2. IFC Appendix B, Fire Flow Requirements for Buildings, is adopted by reference;
3. IFC Appendix C, Fire Hydrant Locations and Distribution, is adopted by reference; and
4. IFC Appendix D, Fire Apparatus Access Roads, is adopted by reference.

15.70.020 Applicability.

A. The provisions of this chapter and EMC 15.70.010(A) shall apply to matters affecting or relating to buildings, structures, building service equipment, processes, and premises from:

1. The hazard of fire and explosion arising from the storage, handling or use of structures, materials, or devices;
2. Conditions hazardous to life, property, or public welfare in the occupancy of structures or premises; and
3. The construction, extension, repair, alteration or removal of fire suppression, automatic sprinkler systems and alarm systems or fire hazards in the structure or on the premises from occupancy or operation.

B. Operational permits listed in IFC Section 105.6, Required operational permits.

C. The following permits, as required by WAC 51-54A-0105:

105.5.14.1 Lithium batteries. An operational permit is required for an accumulation of more than 15 cubic feet (0.42 m) of lithium-ion and lithium metal batteries, where required by IFC Section 322.1.

105.5.32 Mobile food preparation vehicles. An operational permit is required for mobile preparation vehicles equipped with appliances that produce smoke or grease-laden vapors or utilize LP-gas systems or CNG systems.

105.6.25 Underground supply piping for automatic sprinkler system. A building permit is required for the installation of the portion of the underground water supply piping, public or private, supplying a water-based fire protection system. The building permit shall apply to all underground piping and appurtenances downstream of the first control valve on the lateral piping or service line from the distribution main to 1 foot above finished floor of the facility with the fire protection system. Maintenance performed in accordance with this code is not considered to be a modification and does not require a permit.

EXCEPTIONS:

1. When the underground piping is installed by the aboveground piping contractor.
2. Underground piping that serves a fire protection system installed in accordance with NFPA 13D.

15.70.030 Exemptions.

A. Certain work is exempt from the building permit requirements of this chapter and the technical codes, provided that:

1. Exemption from permit requirements shall not be deemed to exempt the development or its use from other applicable requirements nor grant authorization for any work to be done in any manner in violation of the provisions of this title, the technical codes, or any other applicable federal, state, and local regulations; and
2. Exemption from the building permit requirements of one technical code does not exempt work from the building permit requirements of other technical codes.

B. The exemptions listed herein shall not apply when the proposed work is located in any of the critical areas regulated by:

1. Chapter 14.40 EMC, Wetlands;
2. Chapter 14.50 EMC, Critical fish and wildlife habitat areas;
3. Chapter 14.70 EMC, Volcanic hazard areas;
4. Chapter 14.80 EMC, Flood hazard areas;
5. Chapter 14.90 EMC, Landslide hazard areas;
6. Chapter 14.100 EMC, Seismic (earthquake) hazard areas; or

7. Chapter 14.110 EMC, Erosion hazard areas.

C. To be exempt from the requirement for a building permit, the proposed scope of the work, activity, operation, practice, or function to be covered by the building permit must be equal to or smaller than the exemption listed. Building permits shall not be required for the following work otherwise governed by EMC 15.70.010(A):

1. Temporary growing structures, as exempted by WAC 51-54A-007, Exceptions;
2. Temporary worker housing, as exempted by WAC 51-54A-007, Exceptions; and
3. The manufacture, storage, handling, sale, and use of fireworks, as exempted by WAC 51-54A-007, Exceptions.

15.70.040 Amendments, additions, or exceptions.

Pursuant to RCW 19.27.060, the following contains amendments, additions, or exceptions to the codes adopted under EMC 15.70.010 applicable and enforceable within the city of Edgewood.

15.70.202 Section 202 IFC amended – Definitions.

A. Section 202 of the IFC is hereby amended to include the added definition:

FIRE APPARATUS. Fire apparatus is a vehicle such as a fire pumper, aerial ladder truck, fire tender, elevated platform, rescue squad, fire ground support vehicle or similar fire-fighting or reserve equipment, including emergency medical response vehicles.

B. Section 202, FIRE CODE OFFICIAL, of the IFC is hereby amended to read as follows:

FIRE CODE OFFICIAL. See definition in EMC 15.10.050.

15.70.503.1.1 Section 503.1.1 IFC added – Buildings and facilities.

Section 503.1.1 of the IFC is hereby added to read as follows:

Section 503.1.1 Buildings and facilities. Approved fire apparatus access roads shall be provided for every facility, building or portion of a building hereafter constructed or moved into or within the jurisdiction. The fire apparatus access road shall comply with the requirements of this section and shall extend to within 150 feet (45,720 mm) of all portions of the facility and all portions of the exterior walls of the first story of the building as measured by an approved route around the exterior of the building or facility.

Exception:

The fire code official is authorized to increase the dimensions of 150 feet (45,720 mm) where:

1. The building is equipped throughout with an approved automatic sprinkler system installed in accordance with Chapter 9 of the International Fire Code.

2. Fire apparatus access roads cannot be installed because of location on property, topography, waterways, nonnegotiable grades or other similar conditions, and an approved alternative means of fire protection is provided.

3. There are not more than two Group R-3 or Group U occupancies. This exception does not apply to Adult Family Homes.

In addition to the provision of Exception (3) of this section, adult family homes shall be served by fire apparatus access roads as if new construction.

15.70.503.2.1 Section 503.2.1 IFC added – Dimensions.

Section 503.2.1 of the IFC is hereby added to read as follows:

Section 503.2.1 Dimensions. Fire apparatus access roads shall have an unobstructed width of not less than 20 feet with no parking on either side or 28 feet with parking allowed on one side, except for approved security gates in accordance with Section 503.6, and an unobstructed vertical clearance of not less than 13 feet 6 inches (4,115 mm).

Exception:

Fire apparatus access roads serving not more than two Group R-3 or Group U occupancies may be reduced to have an unobstructed width of not less than 15 feet (4,572mm).

15.70.503.2.4 Section 503.2.4 IFC added – Turning radius.

Section 503.2.4 of the IFC is hereby added to read as follows:

503.2.4 Turning Radius. The required turning radius of a fire apparatus access road shall have a minimum inside turning radius of 30 feet.

15.70.503.3 Section 503.3 IFC added – Marking.

Section 503.3 of the IFC is hereby added to read as follows:

503.3 Marking.

When required by the fire code official, fire apparatus access roads shall be marked with permanent NO PARKING—FIRE LANE signs complying with Figure 503.3, in order to clearly identify such roads and prohibit the obstruction thereof. Signs shall meet the following minimum standards:

1. Signs shall have a minimum dimension of 12 inches (305 mm) wide by 18 inches (457 mm) high and have red letters on a white reflective background.

2. Signs shall be posted on one or both sides of the fire apparatus road as required by IFC Appendix Section D103.6.1 or D103.6.2. When in a straight line of sight, these signs shall be no further than 120 feet apart. This distance may be reduced when curves, corners, or other adverse sighting conditions restrict the line of sight.

3. Signs shall be mounted so that the top of the sign is not over six (6) feet in elevation, nor lower than four (4) feet in elevation from the curb elevation.

4. Signs shall be maintained in a clean and legible condition at all times and be replaced or repaired when necessary to provide adequate visibility.

5. Signs shall be designed in accordance with the Washington State Department of Transportation Sign Fabrication Manual M55-05 and the Federal Highway Administration Standard Highway Signs Manual, generally conforming to Detail R7-3 with supplemental plaque R7-201, as illustrated in Figure 503.3 below:

Figure 503.3 Fire Lane Sign

15.70.503.4.1 Section 503.4.1 IFC added – Towing notification.

Section 503.4.1 of the IFC is hereby added to read as follows:

503.4.1 Towing notification. At each entrance to property where fire lanes have been designated, signs shall be posted in a clearly conspicuous location and shall clearly state that vehicles parked in fire lanes may be impounded, and include the requirements in RCW 46.55.070, as existing or hereinafter amended.

15.70.503.4.2 Section 503.4.2 IFC added – Enforcement.

Section 503.4.2 of the IFC is hereby added to read as follows:

Section 503.4.2 Enforcement. Enforcement of Section 503.4 of the IFC shall be the responsibility of the Edgewood police department, which shall have the authority to impound or otherwise cause such obstruction to be removed and said remedies shall be in addition to the criminal penalties provided by the EMC.

15.70.505.1 Section 505.1.1 IFC added – Address identification sizing.

Section 505.1.1 of the IFC is hereby added to read as follows:

505.1.1 Address identification sizing. Structures shall comply with the premises identification sizing found herein.

1. Residential Uses:

Amount of Setback	Number/Letter Size
0.00 – 50.00 Feet	6 inches
50.01 – 99.99 Feet	12 inches
100.00 Feet or more	18 inches
Individual Apartment Units	4 inches

2. All Other Uses:

Amount of Setback	Number/Letter Size
0.00 – 50.00 Feet	12 inches
50.01 – 99.99 Feet	18 inches
100 Feet or more	24 inches

15.70.503.6 Section 503.6 IFC amended – Security gates.

Section 503.6 of the IFC is hereby amended to read as follows:

Section 503.6 Security gates. The installation of security gates shall comply with Appendix D and any policies set forth by the fire code official.

All residential developments with greater than 10 dwelling units, commercial, or industrial developments which are to be constructed with their access points containing gates shall be constructed in a manner which includes the installation of an emergency vehicle preemption system to open all such gates to allow for immediate entry of emergency vehicles into the development. The design and final installation of the system must be approved by the City of Edgewood. Further, such

system must be maintained in proper working order by the owners of the development or the proper homeowners or business owners' association, whichever shall be the case.

15.70.903.2 Section 903.2 IFC amended – Automatic sprinkler systems required.

Section 903.2 of the IFC is hereby amended to read as follows:

903.2 Automatic sprinkler systems required.

Approved automatic sprinkler systems in new buildings and structures and additions shall be provided in the locations described in Sections 903.2.1 through 903.2.12, in accordance with the following:

1. All newly constructed buildings with a gross floor area of 5,000 square feet or greater, regardless of type or use, as well as zero lot line townhouses with an aggregate gross floor area of 5,000 square feet or greater, must be sprinklered.
2. Additions to existing buildings that are 50% or more of the assessed building valuation, based on current information from the Pierce County Assessor's office, and would result in a gross floor area of 5,000 square feet or greater must be retrofitted with an automatic sprinkler system. Subject to the approval of the fire code official, a phasing plan of up to five years is permitted.
3. Floor Area, Gross. For the purpose of this section, "gross floor area" shall be defined as the floor area whether above or below grade within the inside perimeter of the exterior walls of the building under consideration, exclusive of vent shafts, attics, crawl spaces and courts, and without deduction for corridors, stairways, closets, the thickness of the interior walls, columns, or other features. The gross floor area of a building, or portion thereof, not provided with surrounding exterior walls shall be the usable area under the horizontal projection of the roof or floor above.
4. For the purposes of this section, fire barriers, walls or partitions of any type do not constitute separate buildings.

15.70.903.2.1.1 Section 903.2.1.1 IFC amended – Group A-1.

Section 903.2.1.1 of the IFC is hereby amended to read as follows:

903.2.1.1 Group A-1.

An automatic sprinkler system shall be provided for Group A-1 occupancies where one of the following conditions exists:

1. The gross floor area exceeds 5,000 square feet;
2. The gross floor area has an occupant load of 100 or more;
3. The gross floor area is located on a floor other than the level of exit discharge; or
4. The gross floor area contains a multi-theater complex.

15.70.903.2.1.2 Section 903.2.1.2 IFC amended – Group A-2.

Section 903.2.1.2 of the IFC is amended to read as follows:

903.2.1.2 Group A-2.

An automatic sprinkler system shall be provided for Group A-2 occupancies where one of the following conditions exists:

1. The gross floor area exceeds 5,000 square feet;
2. The gross floor area has an occupant load of 100 or more; or
3. The gross floor area is located on a floor other than the level of exit discharge.

15.70.903.2.1.3 Section 903.2.1.3 IFC amended – Group A-3.

Section 903.2.1.3 of the IFC is amended to read as follows:

903.2.1.3 Group A-3.

An automatic sprinkler system shall be provided for Group A-3 occupancies where one of the following conditions exists:

1. The gross floor area exceeds 5,000 square feet;
2. The gross floor area has an occupant load of 100 or more; or
3. The gross floor area is located on a floor other than the level of exit discharge.

15.70.903.2.1.4 Section 903.2.1.4 IFC amended – Group A-4.

Section 903.2.1.4 of the IFC is amended to read as follows:

903.2.1.4 Group A-4.

An automatic sprinkler system shall be provided for Group A-4 occupancies where one of the following conditions exists:

1. The gross floor area exceeds 5,000 square feet;
2. The gross floor area has an occupant load of 100 or more; or

3. The gross floor area is located on a floor other than the level of exit discharge.

15.70.903.2.4 Section 903.2.4 IFC amended – Group F-1.

Section 903.2.4 of the IFC is amended to read as follows:

903.2.4 Group F-1.

An automatic sprinkler system shall be provided throughout all buildings containing a Group F-1 occupancy where one of the following conditions exists:

1. Where the gross floor area of a Group F-1 occupancy exceeds 5,000 square feet;
2. Where the gross floor area of a Group F-1 occupancy is located more than three stories above grade; or
3. Where the combined gross floor area of all Group F-1 occupancies on all floors, including any mezzanines, exceeds 5,000 square feet.
4. A Group F-1 occupancy used for the manufacture of upholstered furniture or mattresses exceeds 2,500 square feet (232 m2).

15.70.903.2.4.1 Section 903.2.4.1 IFC amended – Woodworking operations.

Section 903.2.4.1 of the IFC is amended to read as follows:

903.2.4.1 Woodworking Operations.

An automatic sprinkler system shall be provided throughout all Group F-1 occupancies that contain woodworking operations more than 2,500 square feet in gross floor area which generate finely divided combustible waste, or which use finely divided combustible materials.

15.70.903.2.7 Section 903.2.7 IFC amended – Group M.

Section 903.2.7 of the IFC is amended to read as follows:

903.2.7 Group M.

An automatic sprinkler system shall be provided throughout buildings containing a Group M occupancy where one of the following conditions exists:

1. Where the gross floor area of a Group M occupancy exceeds 5,000 square feet;
2. Where the gross floor area of a Group M occupancy is located more than three stories above grade; or

3. Where the combined gross floor area of all Group M occupancies on all floors, including any mezzanines, exceeds 5,000 square feet.

4. A Group M occupancy used for the display and sale of upholstered furniture or mattresses exceeds 5,000 square feet (464 m2).

15.70.903.2.9 Section 903.2.9 IFC amended – Group S-1.

Section 903.2.9 of the IFC is amended to read as follows:

903.2.9 Group S-1.

An automatic sprinkler system shall be provided throughout all buildings containing a Group S-1 occupancy where one of the following conditions exists:

1. Where the gross floor area of a Group S-1 occupancy exceeds 5,000 square feet;

2. Where the gross floor area of a Group S-1 occupancy is located more than three stories above grade; or

3. Where the combined gross floor area of all Group S-1 occupancies on all floors, including any mezzanines, exceeds 5,000 square feet.

4. A Group S-1 fire area used for the storage of commercial motor vehicles where the gross floor area exceeds 5,000 square feet (464 m2).

5. A Group S-1 occupancy used for self-storage where the gross floor area exceeds 2,500 square feet (232 m2).

15.70.903.2.9.1 Section 903.2.9.1 IFC amended – Repair garages.

Section 903.2.9.1 of the IFC is amended to read as follows:

903.2.9.1 Repair garages. An automatic sprinkler system shall be provided throughout all buildings used as repair garages in accordance with Section 406.8 of the International Building Code, as shown:

1. Buildings having two or more stories above grade plane, including basements, with a gross floor area containing a repair garage exceeding 5,000 square feet (929 m2).

2. Buildings not more than one story above grade plane, with a gross floor area containing a repair garage exceeding 5,000 square feet (1115 m2).

3. Buildings with repair garages servicing vehicles parked in basements.

4. A Group S-1 fire area used for the repair of commercial motor vehicles where the gross floor area exceeds 5,000 square feet (464 m2).

15.70.903.4.2 Section 903.4.2 IFC amended – Alarms.

Section 903.4.2 of the IFC is amended to read as follows:

903.4.2 Alarms.

Approved audible and visible alarm notification appliances shall be provided for every automatic sprinkler system in accordance with Section 907 and throughout areas designated by the Fire Code Official. Sprinkler water-flow alarm devices shall be activated by water flow equivalent to the flow of a single sprinkler of the smallest orifice size installed in the system. Alarm devices shall be provided on the exterior of the building in an approved location. Where a fire alarm system is installed, actuation of the automatic sprinkler system shall actuate the building fire alarm system.

Exception: Audible and visible notification devices are not required in NFPA 13D systems.

15.70.903.4.3 Section 903.4.3 IFC amended – Floor control valves.

Section 903.4.3 of the IFC is amended to read as follows:

903.4.3. Floor control valves.

Approved supervised indicating control valves shall be provided at the point of connection to the riser on each floor. The floor control valves shall be located within interior exit stairways and within six feet (6') above floors or landings unless chains or other approved devices are readily available.

Exceptions:

1. In buildings without interior exit stairways, the location of the floor control valves shall be determined by the fire code official.
2. Approved domestically supplied local systems with 10 heads or less.
3. Approved residential sprinkler systems for one or two dwelling units if not otherwise specifically required.

15.70.903.5 Section 903.5 IFC amended – Testing and maintenance.

Section 903.5 of the IFC is amended to read as follows:

903.5 Testing and maintenance.

Sprinkler systems shall be tested and maintained in accordance with Section 901 of the fire code. A copy of the annual inspection report shall be signed by the individual conducting the inspection, and a copy of the report shall be forwarded to the fire department.

15.70.907.1.3 Section 907.1.3 IFC amended – Equipment.

Section 907.1.3 Equipment.

Systems and their components shall be listed and approved for the purpose for which they are installed.

In addition to the requirements found in Section 907.2, the following shall apply.

The fire alarm control panel, remote annunciator panel and access keys to locked fire alarm equipment shall be installed and maintained in locations approved by the fire code official.

The automatic/manual fire alarm system shall consist of a minimum of the following:

1. Addressable fire alarm control panel and components.
2. Interior audible/visual alarm devices for the notification of the building occupants throughout. WAC 51-50-1101 and IBC Chapter 11.
3. Visible devices in restrooms.
4. Exterior horn/strobe shall be located on the address side of the building.
5. Manual pull stations at each exit.
6. Smoke detection in corridors.
7. Monitoring of the automatic fire sprinkler systems/fire alarm systems.
8. Buildings containing multiple tenants shall have an addressable fire alarm system capable of monitoring and sending notification of all protection systems and the individual suite address within the building to an approved central station.
9. Multiple story buildings shall have an addressable system capable of monitoring and sending notification of all protection systems within the building to an approved central station.

15.70.D103.6 IFC Appendix Section D103.6 amended – Signs.

Section D103.6 of Appendix D of the IFC is hereby amended to read as follows:

D103.6 Signs. Fire lane signs shall be installed in accordance with IFC Section 503.3.

Chapter 15.80 Property Maintenance Code

15.80.010 Adoption.

The following codes, as amended, added to, or excepted in this chapter, are adopted by reference thereto and by this reference fully incorporated herein, and shall be applicable within the city of Edgewood:

A. International Property Maintenance Code (IPMC). The 2021 Edition of the IPMC and Standards published by the International Code Council, as adopted by reference in the IBC in Chapter 51-50 WAC and as adopted by reference in the IRC in Chapter 51-51 WAC, provided:

1. Chapter 15.10 of the Edgewood Municipal Code (EMC) shall be used in place of IPMC Chapter 1, Administration; and
2. IPMC Appendix A, Boarding Standard, is adopted by reference.

15.80.020 Applicability.

A. The provisions of this chapter and EMC 15.80.010(A) shall apply to all existing buildings, structures, building service equipment, and premises, provided:

1. The provisions of the IPMC shall not supersede any requirements for maintenance in Title 14 EMC, Critical areas; and
2. The provisions of the IPMC are intended to supplement any maintenance plan approved as part of a valid project permit decision.

B. The provisions in this code shall not be construed to abolish or impair existing remedies in this code relating to removal or demolition of any building or structure that is dangerous, unsafe, or unsanitary.

15.80.030 Duty of owner.

A. The owner or owner's authorized agent shall be responsible for the maintenance of buildings, structures, building service equipment, and premises.

1. Building service systems, devices, and safeguards, both existing and new, and parts thereof shall be maintained in proper operating condition in accordance with the original design and in a safe and sanitary condition. Devices or safeguards that are required by the IPMC or a previous technical code shall be maintained in compliance with the edition of the technical

code under which they were installed. To determine compliance with this provision, the code official shall have the authority to require a building service equipment system to be reinspected; provided, that the inspection for maintenance of HVAC systems shall be performed in accordance with ASHRAE/ACCA/ANSI Standard 180.

2. For properties or portions thereof containing mapped wildland-urban interface areas in the city of Edgewood, buildings, structures, landscape materials, vegetation, defensible space or other devices or safeguards required by the WUIC and shall be maintained in compliance with the edition of the technical code under which they were installed.

15.80.030 Amendments, additions, or exceptions.

Pursuant to RCW 19.27.060, the following contains amendments, additions, or exceptions to the codes adopted under EMC 15.80.010 applicable and enforceable within the city of Edgewood.

15.80.201.3 Section 201.3 IPMC amended – Terms defined in other codes.

Section 201.3 of the IPMC is amended to read as follows:

Where terms are not defined in this International Property Maintenance Code and are defined in the Edgewood Municipal Code or the adopted technical codes, such terms shall have the meanings ascribed to them as stated in those codes.

Exception: When used within this International Property Maintenance Code, the terms unsafe and dangerous shall have only the meanings ascribed to them in Title 7 EMC and shall not have the meanings ascribed to them by the International Existing Building Code.

15.80.202 Section 202 IPMC amended – Definitions.

A. Section 202, GARBAGE, of the IPMC is hereby amended to read as follows:

GARBAGE. Any waste, including but not limited to, animal and vegetable waste resulting from the handling, packaging, cooking or consumption of food or beverage or other refuse.

B. Section 202, RUBBISH, of the IPMC is hereby amended to read as follows:

RUBBISH. Combustible and noncombustible waste materials, except garbage; including but not limited to the residue from the burning of wood and other combustible materials, paper, rags, cartons, boxes, pallets, wood, rubber, leather, tree branches, yard and landscape trimmings, tin cans, metals, broken and inoperable machinery, equipment, or parts thereof, glass, broken or discarded household

furniture and appliances, building and construction materials not neatly stacked or weather resistant, broken stone or cement.

C. Section 202 of the IFC is hereby amended to include the following added definitions:

JUNK VEHICLE. "Junk vehicle" means a junk vehicle as defined in EMC 8.08.020.

VEHICLE. "Vehicle" means a vehicle as defined in RCW 46.04.670.

15.80.301.4 Section 301.4 IPMC added – Security.

Section 301.4 of the IPMC is hereby added to read as follows:

301.4 Security. All vacant buildings must be secured against outside entry at all times. Security shall be by the normal building amenities such as windows and doors having adequate strength to resist intrusion. All doors and windows must remain locked. There shall be at least one operable door into every building and into each housing unit. Exterior walls and roofs must remain intact without holes.

15.80.302.1 Section 302.1 IPMC amended – Sanitation.

Section 302.1 of the IPMC is hereby amended to read as follows:

302.1 Sanitation. Exterior property and premises shall be maintained in a clean, safe, and sanitary condition and free from any accumulation of rubbish, garbage, or fire hazards.

15.80.302.4 Section 302.4 IPMC amended – Weeds.

Section 302.4 of the IPMC is hereby amended to read as follows:

302.4 Vegetation. Premises and exterior property shall be maintained free from:

1. Trees, plants, bushes, shrubs, vines, other vegetation, alive or dead (such as leaves and needles) or parts thereof, which cover, lay on, grow under or overhang any sidewalk, street, or other public way or which are growing in such a manner as to obstruct the clear line of vision of vehicular traffic approaching the location from any street or driveway or to obstruct or impair the full use of the sidewalk or other public way, or as provided in Chapter 8.15 EMC, Removal of obstructing, overhanging, dead or hazardous vegetation and debris.
2. Root damage or obstruction to any sidewalk, curb, gutter, pedestrian or bicycle path or street.
3. Trees, plants, bushes, shrubs, grasses, vines, other vegetation, or parts thereof that are growing and/or grown and died or plant growth is in such a condition as to cause a fire or provide a ready fuel to augment the spread and intensity of fire, as determined by the fire code official.
4. Grasses (lawn) within the yards of occupied residential properties which are not maintained at a height of six inches or less.

5. Grasses, ground cover, and/or vines on vacant lots that are within or adjacent to developed areas which are not used for agricultural purposes and are not part of a critical area regulated by Title 14 EMC, Critical areas, which are not maintained at a height of twelve inches or less.

6. Trees, shrubs, ground cover, or grass of any landscaped area that was required by the city to be planted as part of any city development approval, that are not maintained in a healthy, living condition.

7. Any noxious weed, as regulated by local, state, or federal law.

15.80.302.7 Section 302.7 IPMC amended – Accessory structures.

Section 302.7 of the IPMC is hereby amended to read as follows:

302.7 Accessory structures. Accessory structures, including detached garages, storage buildings, carports, fences and retaining walls, shall be maintained structurally sound and in good repair.

15.80.302.8 Section 302.9 IPMC amended – Motor vehicles.

Section 302.8 of the IPMC is hereby amended to read as follows:

302.8 Motor vehicles. Except as provided for in other regulations, inoperative or unlicensed motor vehicles shall not be parked, kept, or stored outside of a building or structure on any premises, and vehicles shall not at any time be in a state of major disassembly, disrepair, or in the process of being stripped or dismantled. Painting of vehicles is prohibited unless conducted inside an approved spray booth.

Exception: In residential zones, personal passenger vehicles are permitted to undergo major overhaul, including body work, provided that such work is performed inside a permanent structure. In commercial zones, vehicles of any type are permitted to undergo major overhaul, including body work, provided that such work is performed inside a permanent structure or similarly enclosed area designed, permitted, and approved for such purposes.

15.80.302.10 Section 302.10 IPMC added – Semi-tractors, semi-trailers, storage containers and shipping containers.

Section 302.10 of the IPMC is hereby added to read as follows:

302.10, Semi-tractors, semi-trailers, storage containers and shipping containers. Any use, parking of or storage of semi-tractors, semi-trailers, storage containers or shipping containers where the primary use of the property is residential, is prohibited. This prohibition does not apply to moving trucks or

containers placed on a property for 72 hours or less for the purpose of short-term loading, unloading, or storage.

15.80.302.11 Section 302.11 IPMC added – Vehicle storage on residential premises.

Section 302.11 of the IPMC is hereby added to read as follows:

302.11 Vehicle storage on residential premises.

1. The storage or parking of recreational or sporting vehicles on any residential premises in any zone that allows residential uses shall comply with EMC 18.90.120(A).

2. The storage or parking of commercial vehicles is prohibited on any residential premises in any zone; provided:

a. For the purposes of this section, a commercial vehicle is defined as:

1. Over 16,000 pounds gross vehicle weight; or

2. Any vehicle having less than six (6) wheels is the equivalent of a vehicle having a manufacturer's gross vehicle weight rating of less than 16,000 pounds; or

3. Any vehicle having six (6) wheels or more is the equivalent of a vehicle having a manufacturer's gross vehicle weight rating of 16,000 pounds or more; and

4. The principal use of which is the transportation of commodities, merchandise, produce, freight, animals, vehicles, passengers for hire, or which are used primarily in construction or farming, including but not limited to bulldozers, backhoes, tractors, and cranes.

b. This provision does not apply to those commercial vehicles which are parked while temporarily providing a service or making a delivery to a property, or which are stored or parked within a fully enclosed building.

15.80.303.2 Section 303.2 IPMC amended – Enclosures.

Section 303.2 of the IPMC is hereby amended to read as follows:

303.2 Enclosures. Private swimming pool, hot tub and spa enclosures shall comply with the applicable requirements of the current edition of the International Swimming Pool and Spa Code and Title 18 EMC.

15.80.304.14 Section 304.14 IPMC deleted – Insect screens.

Section 304.14 of the IPMC is hereby deleted in its entirety.

15.80.308.2.2 Section 308.2.2 IPMC amended – Refrigerators.

Section 308.2.2 of the IPMC is hereby amended to read as follows:

Refrigerators, freezers, and similar equipment not in operation shall not be discarded, abandoned, or stored on premises.

Exception: Temporary storage is allowed with doors removed for a duration of seven (7) calendar days.

15.80.308.3.1 Section 308.3.1 IPMC amended – Garbage facilities.

Section 308.3.1 of the IPMC is hereby amended to read as follows:

308.3.1 Garbage facilities. The owner of every dwelling or dwelling unit shall supply an approved leak proof, covered, outside garbage container. The owner of the premises shall be responsible for the disposal of garbage and rubbish. Excluding alleys, containers shall be stored behind the front building line, or screened from view from the street and behind the front setback line, except on the day of scheduled collection. Containers shall be placed at curbside on a public street or private road on the day of scheduled collection day and shall be removed to their proper storage location as soon as possible, but not later than 24 hours after collection.

15.80.502.5 Section 502.5 IPMC amended – Public toilet facilities.

Section 502.5 of the IPMC is hereby amended to read as follows:

502.5 Public toilet facilities. Public toilet facilities shall be maintained in a safe, sanitary, and working condition in accordance with Chapter 15.60 EMC. Except for periodic maintenance or cleaning, public access and use shall be provided to the toilet facilities at all times during occupancy of the premises.

15.80.505.1 Section 505.1 IPMC amended – General.

Section 505.1 of the IPMC is hereby amended to read as follows:

505.1 General. Every sink, lavatory, bathtub, or shower, drinking fountain, water closet or other plumbing fixture shall be properly connected to either a public water system or to an approved private water system. Kitchen sinks, lavatories, laundry facilities, bathtubs and showers shall be supplied with hot and cold running water in accordance with Chapter 15.60 EMC.

15.80.602.3 Section 602.3 IPMC amended – Heat supply.

Section 602.3 of the IPMC is hereby amended to read as follows:

602.3 Heat supply. Every owner and operator of any building who rents, leases, or lets one or more dwelling units or sleeping units on terms, either expressed or implied, to furnish heat to the occupants thereof shall supply heat to maintain a minimum temperature of 68°F (20°C) in all habitable rooms, bathrooms, and toilet rooms.

15.80.602.4 Section 602.4 IPMC deleted – Occupiable work space.

Section 602.4 of the IPMC is hereby deleted in its entirety.

Chapter 15.90 Appeals

15.10.010 Appeals.

A. Appeals of the following decisions by the code official may be made to the hearing examiner:

1. Interpretation of this title or technical codes, pursuant to EMC 15.10.030(C)(1)(a);
2. Decision on modification, pursuant to EMC 15.10.180(A);
3. Decision on alternative materials, design, and methods of construction and equipment, pursuant to 15.10.180(B);
4. Determination of completeness, pursuant to EMC 15.10.190;
5. Decision on permit application, pursuant to EMC 15.10.230; or
6. Revocation or suspension of an issued building permit, pursuant to 15.10.320.

No other determinations, orders, or approvals of the code official under this title may be appealed.

B. All references in the technical codes to the Board of Appeals shall be deemed to refer to the hearing examiner system of Chapter 2.40 EMC.

C. The hearing examiner shall have no authority relative to interpretation of the administrative provisions of the technical codes nor shall the hearing examiner be empowered to waive requirements of the technical codes.

D. If no appeal is filed, or if a timely appeal is filed and not stayed or reversed, the code official's decision shall become final.

15.90.020 Notice of appeal.

A. The applicant or permittee may file a written request for appeal with the city clerk within seven (7) business days of the date of the applicable decision.

B. The appeal shall identify the applicable decision being appealed, the basis for the appeal, and include payment of the appeal fee as set forth in the City of Edgewood Fee Schedule.

C. The city clerk shall transmit the appeal to the hearing examiner. Any appeal under this section shall be heard by the hearing examiner of the city in accordance with EMC 2.40.090 for review of such decision.

D. If an appeal is not timely filed, the applicable decision shall be final.

15.90.030 Appeal hearing.

Upon receipt of an appeal, the hearing examiner shall schedule an appeal hearing to occur no sooner than ten (10) days nor later than 30 days of the filing of a notice of appeal, unless otherwise agreed by the parties. Notice of the hearing shall be sent by the hearing examiner to the appellant and/or the person(s) named on the applicable notice and order being appealed by personal service or regular mail, or as may be otherwise requested by the parties. At or after the appeal hearing, the hearing examiner may:

A. Sustain the applicable determination or decision;

B. Withdraw the applicable determination or decision and remand to the code official; or

C. Continue the review to a date certain for receipt of additional information.

15.90.040 Hearing examiner decision.

The hearing examiner shall issue a written decision on any appeal within ten (10) business days of the hearing, unless the hearing examiner informs the parties in advance of the need for additional time and provides a date that the decision will be issued. The hearing examiner shall provide a copy of the decision to the city, the appellant, and any other parties of record by personal service or regular mail, or as may be otherwise agreed by the parties. The decision of the hearing examiner shall be final and conclusive unless appealed.

15.90.050 Appeal of hearing examiner decision.

Decisions of the hearing examiner may be appealed to the Pierce County superior court. Notice of appeal shall be filed and served on all necessary parties within 21 calendar days of the date of decision. Notice of the appeal and any other pleadings required to be filed with the court to initiate the appeal shall be served on the parties within the applicable time period. If the 21-day period ends on a weekend or on a holiday, the following business day shall be the twenty-first day. The appeal shall be a closed record appeal based on the administrative record.

15.90.060 Cost of court appeal.

The cost of transcribing and preparing all records necessary for appeal under EMC 15.90.060 shall be paid for in advance by the appellant.

Exhibit B

Title 2 Administration and Personnel

Chapter 2.40 Hearing Examiner

2.40.080 Examiner – Powers and duties.

… B. The examiner shall receive and examine available relevant information, including environmental documents, conduct public hearings, cause preparation of the official record thereof, prepare and enter findings of fact and conclusions of law, and issue final decisions for:

… 2. Non-Land-Use Matters.

… g. Appeals from administrative decisions or orders of the public works director, building code official or fire ~~marshal~~ code official regarding the building construction codes in ~~Chapter 15.05~~Title 15 EMC.

…. (Ord. 23-657 § 4 (Exh. A); Ord. 20-572 § 1 (Exh. A); Ord. 15-447 § 1 (Exh. A); Ord. 03-209 § 1).

Title 4 Impact Fees

Chapter 4.05 Deferral of Impact Fees

4.05.020 Definitions.

For purposes of this chapter, the following terms shall have the indicated meanings below:

… B. "Final inspection" means the city's signed approval of the final inspection under ~~Chapter 15.05~~Title 15 EMC authorizing the use and/or occupancy of a single-family detached or attached residence. (Ord. 16-475 § 2 (Exh. A)).

Title 7 Code Enforcement

Chapter 7.50 Unfit Dwellings, Buildings, and Structures

7.50.050 Standards for repair, demolition, vacation, and/or closure.

… B. In estimating the cost of repairs, the code official shall use the current edition of "Building Valuation Data" published by the International Code Council, or a cost estimating publication that the code official deems comparable, and shall apply the following standards:

> … 3. If the extent of damage to a portion of a building or structure cannot be ascertained from visual inspection, the building code official shall assume that the relative extent of damage or deterioration identified in the observable portion of the building exists in the unobserved portions; and

…. (Ord. 23-658 § 5 (Exh. A)).

Title 8 Health and Safety

Chapter 8.09 Chronic Nuisance Properties

8.09.020 Definitions.

… "Nuisance" or "nuisance activity" means and includes:

… 2. Any civil code violation as defined by state law or local ordinance occurring around or near the property including, but not limited to, the following activities, conditions or behaviors:

… c. Violations of the fire code as adopted in ~~Chapter 15.05~~Title 15 EMC.

…. (Ord. 22-633 § 3 (Exh. B); Ord. 19-541 § 1 (Exh. A)).

8.09.130 Superior court – Remedies.

… A. Issue a warrant of abatement as provided in RCW 7.48.260, which may include but is not limited to an order requiring that:

… 3. That the police chief shall have the right to inspect the property to determine compliance with the court's order and that a safety inspection may be performed by the city's police chief, code enforcement officer, building code official, fire ~~marshal~~code official, or any other government agency;

…. (Ord. 19-541 § 1 (Exh. A)).

Chapter 8.10 Fireworks (Effective until September 19, 2024)

8.10.080 Penalties.

… C. Any fireworks which are illegally sold, offered for sale, used, discharged, possessed or transported in violation of the provisions of this chapter or of Chapter 70.77 RCW shall be subject to seizure by any police officer or by the city's fire ~~marshal~~code official or ~~his~~ designee to the extent permitted by law. (Ord. 16-473 § 5; Ord. 03-210 § 9).

Chapter 8.10 Fireworks (Effective September 19, 2024)

8.10.060 Penalties.

… C. Any fireworks which are illegally sold, offered for sale, used, discharged, possessed or transported in violation of the provisions of this chapter or of Chapter 70.77 RCW shall be subject to seizure by any police officer or by the city's fire ~~marshal~~ code official or ~~his~~ designee to the extent permitted by law. (Ord. 23-649 § 1 (Exh. A)).

Title 10 Vehicles and Traffic

Chapter 10.12 Parking

10.12.030 No parking in fire lane.

… B. Fire lane locations shall be designated by the building code official, fire ~~marshal~~ code official or city traffic engineer and identified either by a red painted curb or appropriate signage prohibiting parking due to the fire lane.

…. (Ord. 19-554 § 1 (Exh. A)).

Title 13 Surface Water Management and Site Development

Chapter 13.05 Stormwater Manual – Site Development Regulations

13.05.170 Modifications to the PCM.

…

Volume 3 Section 3.10.2 Vegetated Roofs – Applications and Limitations

On page 3-94, replace "PCC Title 17C – Construction and Infrastructure Regulations – Building and Fire Codes" with "~~EMC Title 15.05~~Title 15 EMC" in fourth bullet point.

…. (Ord. 22-629 § 2 (Exh. A); Ord. 20-589 § 3; Ord. 16-482 § 2 (Exh. B); Ord. 05-259 § 1).

Title 14 Critical Areas

Chapter 14.60 Aquifer Recharge and Wellhead Protection Areas

14.60.040 Critical aquifer recharge areas standards.

… E. Nonhazardous Uses. Subdivision of land as defined in EMC Title 16, residential structures housing three or more units, and all commercial and industrial sites or activities that do not include or involve hazardous substance processing or handling in critical aquifer recharge areas are allowed subject to the following standards:

… 2. Floor drains shall not be allowed to drain to the stormwater system and must be designed and installed to meet the Uniform Plumbing Code (UPC) ~~Section 303~~, as adopted in Title 15 EMC.

3. If any roof venting carries a contaminant, then the portion of the roof draining from this area must go through pretreatment pursuant to the UPC-, as adopted in Title 15 EMC, ~~Section 304(b)~~.

4. All nonresidential vehicle washing must be self-contained or be discharged to a sanitary sewer system, if approved by the sewer utility, and is subject to the UPC-, as adopted in Title 15 EMC~~Sections 708 and 711~~.

…. (Ord. 17-513 § 3 (Exh. A)).

Chapter 14.80 Flood Hazard Areas.

14.80.030 Definitions.

A. Refer to Chapter 14.20 EMC for definitions of any word or phrase not otherwise contained herein. For this chapter the definitions listed below shall apply:

… 11. "Building code" means the currently effective versions of the International Building Code and the International Residential Code adopted by the State of Washington Building Code Council, as adopted under ~~Chapter 15.05~~Title 15 EMC. …. (Ord. 20-589 § 1 (Exh. A); Ord. 17-513 § 3 (Exh. A)).

Chapter 14.110 Erosion Hazard Areas

14.110.030 Erosion hazard area review procedures.

A. General Requirements.

… 5. When the department's maps, sources, or field investigations indicate that the proposed project area for a regulated activity is located within a potential soil erosion hazard area, the department shall require submittal of an erosion control plan pursuant to the requirements set forth in Chapter 13.05 EMC, Stormwater manual – Site development regulations ~~Title 15~~.

6. Applicants requesting to develop a bulkhead along a shoreline shall be required to submit a geotechnical report.

…

D. Soil Erosion Hazard Area Review. Soil erosion hazard areas shall be reviewed pursuant to the requirements set forth in Chapter 13.05 EMC ~~Title 15, Buildings and Construction~~ , Stormwater manual – Site development regulations. (Ord. 17-513 § 3 (Exh. A)).

14.110.040 Erosion hazard area standards.

… D. Soil Erosion Hazard Area Review. Soil erosion hazard areas shall be reviewed pursuant to the requirements set forth in Chapter 13.05 EMC, Stormwater manual – Site development regulations ~~Title 15, Buildings and Construction~~. (Ord. 17-513 § 3 (Exh. A)).

Title 16 Subdivisions

Chapter 16.01 General Provisions

16.01.065 Administration.

The director is vested with the duty of administering and implementing the provisions of this title. The duties and responsibilities of the reviewing entities are specified as follows:

…

C. ~~Pierce County fire protection district No. 8~~The fire code official is responsible for reviewing compliance to fire access and fire safety requirements that are prescribed in ~~EMC 15.05.110,~~the International Fire Code, as adopted in Title 15 EMC.

…. (Ord. 06-269 § 2 (Exh. A)).

Title 18 Development Standards

Chapter 18.40 Procedures for Land Use Permits and Decisions.

18.40.020 Permit required.

A permit, discretionary or zoning decision shall be issued by the community development director or designee according to the provisions of this title for all development activities and uses located within the city, except as excluded by EMC 18.40.030, Exclusions from permit requirements. The building code official shall not issue a building permit for the construction, reconstruction or alteration of a structure or a part of a structure for which a zoning decision has not been issued. The community development director or designee shall not issue a project permit, discretionary or zoning decision for the improvement or use of land that has been previously divided or otherwise developed in violation of this title, regardless of whether the permit applicant created the violation, unless the violation can be rectified as part of the development. (Ord. 15-448 § 2 (Exh. A); Ord. 03-203 § 1).

Chapter 18.50 Discretionary Permits and Administrative Decisions – Review Criteria

18.50.070 Temporary use permits.

… B. The following types of temporary uses, activities and associated structures may be authorized, subject to specific limitations in this section and such additional conditions as may be established by the community development director or designee:

…13. Temporary Housing Units – Mother-in-Law. Temporary housing units are permitted in all zones as follows:

… c. Renewals. Temporary housing permits shall be valid for the period of time the parent or close relative resides in the temporary housing unit; provided, that after obtaining initial approval, annual renewals of the temporary housing permit must be obtained from the building code official or designee. When obtaining a renewal, the building code official or designee shall confirm by affidavit from the applicant that the requirements specified herein are satisfied. Application for renewals must be made 60 days before the expiration of the current permit. Renewals of said permits shall be automatically granted if the applicant is in compliance with the provisions herein and no notice of such renewal is required.

…. (Ord. 23-652 § 77 (Exh. A); Ord. 16-482 § 2 (Exh. F); Ord. 15-448 § 2 (Exh. A); Ord. 03-203 § 1).

Chapter 18.90 Development Standards – Citywide Applicability

18.90.090 Landscaping.

… D. Landscaping Standards.

… 3. Failure to complete all of the required landscaping shall be cause for nonissuance of the certificate of occupancy; provided, the applicant may obtain a financial guarantee under section (N) to complete the required landscaping or any part of it within 90 days of temporary or final building occupancy.

….

… M. Maintenance. The following standards shall be followed for the maintenance of on-site landscaping and landscaping on adjacent public right-of-way:

1. Failure to complete all of the required landscaping shall be cause for nonissuance of the certificate of occupancy; provided, the applicant may obtain a financial guarantee under section (N) to complete the required landscaping or any part of it within 90 days of temporary or final building occupancy~~or any part of it within three months of the building occupancy, issuance of the certificate of occupancy, or the planning department final inspection, shall constitute a zoning violation~~.

…. (Ord. 21-611 § 1; Ord. 16-482 § 2 (Exh. F); Ord. 15-448 § 2 (Exh. A); Ord. 09-320 § 2; Ord. 03-203 § 1).

18.90.110 Nonconformities.

… H. Nonconforming Structures. Maintenance, minor improvements and minor alterations to nonconforming structures are allowed to prevent them from becoming blighted and having detrimental impacts on the surrounding neighborhood. Nothing in this section shall be construed to prevent the strengthening or restoring to a safe condition of any nonconforming structure or part thereof declared to be unsafe by the building code official or other proper authority. No nonconforming structure shall be moved, altered, or enlarged unless required by law or a public agency in order to comply with public health, safety or welfare regulations. Any such movement, alteration, or enlargement of a nonconforming structure shall be the minimum necessary to achieve compliance with the regulation that is allowing the expansion. …. (Ord. 21-600 § 1 (Exh. 1); Ord. 20-582 § 3; Ord. 15-448 § 2 (Exh. A); Ord. 10-342 § 2; Ord. 03-203 § 1).

Chapter 18.97 Sign Code

18.97.260 Sign permits.

… C. Who Approves the Application? Sign permits are approved by the community development director or designee. If a building permit is required for the sign, the building code official approves the building permit. If a street use permit is required, the public works director approves the permit.

… H. What Approval Criteria Are Used?

… 2. Building permit applications associated with the sign shall be reviewed by the building code official for consistency with the building code.

… (Ord. 23-652 § 85 (Exh. A); Ord. 19-552 § 2 (Exh. A)).

Chapter 18.100 Development Standards – Use Specific

18.100.070 Home business.

… D. The following performance standards prescribe the parameters under which home business activities may be conducted when incidental to a residential use. Activities that exceed these performance standards are subject to Chapter 18.70 EMC, Permitted Land Uses, to determine the appropriate civic, commercial, or industrial use category that applies to the activity.

1. The following standards apply to all home business activities within the city of Edgewood:

   … i. There shall be no storage, distribution and/or production of toxic or flammable materials, nor spray painting or spray finishing operations that involve toxic or flammable materials, which in the judgment of the fire code official~~marshal~~ pose a dangerous risk to the residence, its occupants, and/or surrounding properties. An applicant shall make available the material safety data sheets, listing all potentially toxic and/or flammable materials associated with the home business, to the fire code official~~marshal~~ if requested for review. …. (Ord. 20-579 § 7 (Exh. F); Ord. 15-448 § 2 (Exh. A); Ord. 10-351 § 3 (Exh. B); Ord. 03-203 § 1).

18.100.080 Limited home businesses.

… E. The following performance standards prescribe the parameters under which limited home business activities may be conducted when incidental to a residential use. Activities that exceed these performance standards are subject to Chapter 18.70 EMC, Permitted Land Uses, to determine the appropriate civic, commercial, or industrial use category that applies to the activity.

The following standards apply to all limited home business activities within the city of Edgewood:

… 13. There shall be no storage, distribution and/or production of toxic or flammable materials, nor spray painting or spray finishing operations that involve toxic or flammable materials, which in the judgment of the fire code official ~~marshal~~ pose a dangerous risk to the residence, its occupants, and/or surrounding properties. An applicant shall make available the material safety data sheets, listing all potentially toxic and/or flammable materials associated with the home occupation, to the fire code official~~marshal~~ if requested for review. …. (Ord. 20-579 § 7 (Exh. F); Ord. 15-448 § 2 (Exh. A); Ord. 10-351 § 4 (Exh. C); Ord. 03-203 § 1).

CHAPTER 1
SCOPE AND ADMINISTRATION

User notes:

About this chapter: *Chapter 1 establishes the limits of applicability of the code and describes how the code is to be applied and enforced. Chapter 1 is in two parts: Part 1—Scope and Application (Sections 101–102) and Part 2—Administration and Enforcement (Sections 103–116). Section 101 identifies which buildings and structures come under its purview and references other I-Codes as applicable. Standards and codes are scoped to the extent referenced (see Section 102.4).*

This code is intended to be adopted as a legally enforceable document and it cannot be effective without adequate provisions for its administration and enforcement. The provisions of Chapter 1 establish the authority and duties of the code official appointed by the authority having jurisdiction and also establish the rights and privileges of the design professional, contractor and property owner. Chapter 1 is largely concerned with maintaining "due process of law" in enforcing the building performance criteria contained in the body of the code.

Code development reminder: *Code change proposals to this chapter will be considered by the Administrative Code Development Committee during the 2022 (Group B) Code Development Cycle.*

PART 1—SCOPE AND APPLICATION

SECTION 101
SCOPE AND GENERAL REQUIREMENTS

[A] 101.1 Title. These regulations shall be known as the *Building Code* of **[NAME OF JURISDICTION]**, hereinafter referred to as "this code."

[A] 101.2 Scope. The provisions of this code shall apply to the construction, *alteration*, relocation, enlargement, replacement, *repair*, equipment, use and occupancy, location, maintenance, removal and demolition of every building or structure or any appurtenances connected or attached to such buildings or structures.

Exception: Detached one- and two-family *dwellings* and *townhouses* not more than three *stories above grade plane* in height with a separate *means of egress*, and their accessory structures not more than three *stories above grade plane* in height, shall comply with this code or the *International Residential Code*.

[A] 101.2.1 Appendices. Provisions in the appendices shall not apply unless specifically adopted.

[A] 101.3 Purpose. The purpose of this code is to establish the minimum requirements to provide a reasonable level of safety, health and general welfare through structural strength, *means of egress*, stability, sanitation, light and *ventilation*, energy conservation, and for providing a reasonable level of life safety and property protection from the hazards of fire, *explosion* or *dangerous* conditions, and to provide a reasonable level of safety to fire fighters and emergency responders during emergency operations.

[A] 101.4 Referenced codes. The other codes specified in Sections 101.4.1 through 101.4.7 and referenced elsewhere in this code shall be considered to be part of the requirements of this code to the prescribed extent of each such reference.

[A] 101.4.1 Gas. The provisions of the *International Fuel Gas Code* shall apply to the installation of gas piping from the point of delivery, gas appliances and related accessories as covered in this code. These requirements apply to gas piping systems extending from the point of delivery to the inlet connections of appliances and the installation and operation of residential and commercial gas appliances and related accessories.

[A] 101.4.2 Mechanical. The provisions of the *International Mechanical Code* shall apply to the installation, *alterations*, *repairs* and replacement of mechanical systems, including equipment, appliances, fixtures, fittings and appurtenances, including ventilating, heating, cooling, air-conditioning and refrigeration systems, incinerators and other energy-related systems.

[A] 101.4.3 Plumbing. The provisions of the *International Plumbing Code* shall apply to the installation, *alteration*, *repair* and replacement of plumbing systems, including equipment, appliances, fixtures, fittings and appurtenances, and where connected to a water or sewage system and all aspects of a medical gas system. The provisions of the *International Private Sewage Disposal Code* shall apply to private sewage disposal systems.

[A] 101.4.4 Property maintenance. The provisions of the *International Property Maintenance Code* shall apply to *existing structures* and premises; equipment and facilities; light, *ventilation,* space heating, sanitation, life and fire safety hazards; responsibilities of *owners*, operators and occupants; and occupancy of existing premises and structures.

[A] 101.4.5 Fire prevention. The provisions of the *International Fire Code* shall apply to matters affecting or relating to structures, processes and premises from the hazard of fire and *explosion* arising from the storage, handling or use of structures, materials or devices; from conditions hazardous to life, property or public welfare in the occupancy of structures or premises; and from the construction, extension, *repair*, *alteration* or removal of fire suppression, *automatic sprinkler systems* and alarm systems or fire hazards in the structure or on the premises from occupancy or operation.

[A] 101.4.6 Energy. The provisions of the *International Energy Conservation Code* shall apply to all matters

governing the design and construction of buildings for energy efficiency.

[A] 101.4.7 Existing buildings. The provisions of the *International Existing Building Code* shall apply to matters governing the *repair*, *alteration*, *change of occupancy*, *addition* to and relocation of *existing buildings*.

SECTION 102
APPLICABILITY

[A] 102.1 General. Where there is a conflict between a general requirement and a specific requirement, the specific requirement shall be applicable. Where, in any specific case, different sections of this code specify different materials, methods of construction or other requirements, the most restrictive shall govern.

[A] 102.2 Other laws. The provisions of this code shall not be deemed to nullify any provisions of local, state or federal law.

[A] 102.3 Application of references. References to chapter or section numbers, or to provisions not specifically identified by number, shall be construed to refer to such chapter, section or provision of this code.

[A] 102.4 Referenced codes and standards. The codes and standards referenced in this code shall be considered to be part of the requirements of this code to the prescribed extent of each such reference and as further regulated in Sections 102.4.1 and 102.4.2.

[A] 102.4.1 Conflicts. Where conflicts occur between provisions of this code and referenced codes and standards, the provisions of this code shall apply.

[A] 102.4.2 Provisions in referenced codes and standards. Where the extent of the reference to a referenced code or standard includes subject matter that is within the scope of this code or the International Codes specified in Section 101.4, the provisions of this code or the International Codes specified in Section 101.4, as applicable, shall take precedence over the provisions in the referenced code or standard.

[A] 102.5 Partial invalidity. In the event that any part or provision of this code is held to be illegal or void, this shall not have the effect of making void or illegal any of the other parts or provisions.

[A] 102.6 Existing structures. The legal occupancy of any structure existing on the date of adoption of this code shall be permitted to continue without change, except as otherwise specifically provided in this code, the *International Existing Building Code*, the *International Property Maintenance Code* or the *International Fire Code*.

[A] 102.6.1 Buildings not previously occupied. A building or portion of a building that has not been previously occupied or used for its intended purpose in accordance with the laws in existence at the time of its completion shall comply with the provisions of this code or the *International Residential Code*, as applicable, for new construction or with any current permit for such occupancy.

[A] 102.6.2 Buildings previously occupied. The legal occupancy of any building existing on the date of adoption of this code shall be permitted to continue without change, except as otherwise specifically provided in this code, the *International Fire Code* or *International Property Maintenance Code*, or as is deemed necessary by the *building official* for the general safety and welfare of the occupants and the public.

PART 2—ADMINISTRATION AND ENFORCEMENT

SECTION 103
CODE COMPLIANCE AGENCY

[A] 103.1 Creation of enforcement agency. The **[INSERT NAME OF DEPARTMENT]** is hereby created and the official in charge thereof shall be known as the *building official*. The function of the agency shall be the implementation, administration and enforcement of the provisions of this code.

[A] 103.2 Appointment. The *building official* shall be appointed by the chief appointing authority of the jurisdiction.

[A] 103.3 Deputies. In accordance with the prescribed procedures of this jurisdiction and with the concurrence of the appointing authority, the *building official* shall have the authority to appoint a deputy building official, other related technical officers, inspectors and other employees. Such employees shall have powers as delegated by the *building official*.

SECTION 104
DUTIES AND POWERS OF BUILDING OFFICIAL

[A] 104.1 General. The *building official* is hereby authorized and directed to enforce the provisions of this code. The *building official* shall have the authority to render interpretations of this code and to adopt policies and procedures in order to clarify the application of its provisions. Such interpretations, policies and procedures shall be in compliance with the intent and purpose of this code. Such policies and procedures shall not have the effect of waiving requirements specifically provided for in this code.

[A] 104.2 Applications and permits. The *building official* shall receive applications, review *construction documents* and issue *permits* for the erection, and *alteration*, demolition and moving of buildings and structures, inspect the premises for which such *permits* have been issued and enforce compliance with the provisions of this code.

[A] 104.2.1 Determination of substantially improved or substantially damaged existing buildings and structures in flood hazard areas. For applications for reconstruction, rehabilitation, *repair*, *alteration*, *addition* or other improvement of *existing buildings or structures* located in *flood hazard areas*, the *building official* shall determine if the proposed work constitutes *substantial improvement* or *repair* of *substantial damage*. Where the *building official* determines that the proposed work constitutes *substantial improvement* or *repair* of *substan-*

tial damage, and where required by this code, the *building official* shall require the building to meet the requirements of Section 1612 or Section R322 of the *International Residential Code*, as applicable.

[A] 104.3 Notices and orders. The *building official* shall issue necessary notices or orders to ensure compliance with this code.

[A] 104.4 Inspections. The *building official* shall make the required inspections, or the *building official* shall have the authority to accept reports of inspection by *approved agencies* or individuals. Reports of such inspections shall be in writing and be certified by a responsible officer of such *approved agency* or by the responsible individual. The *building official* is authorized to engage such expert opinion as deemed necessary to report on unusual technical issues that arise, subject to the approval of the appointing authority.

[A] 104.5 Identification. The *building official* shall carry proper identification when inspecting structures or premises in the performance of duties under this code.

[A] 104.6 Right of entry. Where it is necessary to make an inspection to enforce the provisions of this code, or where the *building official* has reasonable cause to believe that there exists in a structure or on a premises a condition that is contrary to or in violation of this code that makes the structure or premises unsafe, *dangerous* or hazardous, the *building official* is authorized to enter the structure or premises at reasonable times to inspect or to perform the duties imposed by this code, provided that if such structure or premises be occupied that credentials be presented to the occupant and entry requested. If such structure or premises is unoccupied, the *building official* shall first make a reasonable effort to locate the *owner* or other person having charge or control of the structure or premises and request entry. If entry is refused, the *building official* shall have recourse to the remedies provided by law to secure entry.

[A] 104.7 Department records. The *building official* shall keep official records of applications received, *permits* and certificates issued, fees collected, reports of inspections, and notices and orders issued. Such records shall be retained in the official records for the period required for retention of public records.

[A] 104.8 Liability. The *building official*, member of the board of appeals or employee charged with the enforcement of this code, while acting for the jurisdiction in good faith and without malice in the discharge of the duties required by this code or other pertinent law or ordinance, shall not thereby be civilly or criminally rendered liable personally and is hereby relieved from personal liability for any damage accruing to persons or property as a result of any act or by reason of an act or omission in the discharge of official duties.

[A] 104.8.1 Legal defense. Any suit or criminal complaint instituted against an officer or employee because of an act performed by that officer or employee in the lawful discharge of duties and under the provisions of this code shall be defended by legal representatives of the jurisdiction until the final termination of the proceedings. The *building official* or any subordinate shall not be liable for cost in any action, suit or proceeding that is instituted in pursuance of the provisions of this code.

[A] 104.9 Approved materials and equipment. Materials, equipment and devices *approved* by the *building official* shall be constructed and installed in accordance with such approval.

[A] 104.9.1 Used materials and equipment. Materials that are reused shall comply with the requirements of this code for new materials. Used equipment and devices shall not be reused unless *approved* by the *building official*.

[A] 104.10 Modifications. Where there are practical difficulties involved in carrying out the provisions of this code, the *building official* shall have the authority to grant modifications for individual cases, upon application of the *owner* or the owner's authorized agent, provided that the *building official* shall first find that special individual reason makes the strict letter of this code impractical, the modification is in compliance with the intent and purpose of this code and that such modification does not lessen health, *accessibility*, life and fire safety or structural requirements. The details of action granting modifications shall be recorded and entered in the files of the department of building safety.

[A] 104.10.1 Flood hazard areas. The *building official* shall not grant modifications to any provision required in *flood hazard areas* as established by Section 1612.3 unless a determination has been made that:

1. A showing of good and sufficient cause that the unique characteristics of the size, configuration or topography of the site render the elevation standards of Section 1612 inappropriate.
2. A determination that failure to grant the variance would result in exceptional hardship by rendering the lot undevelopable.
3. A determination that the granting of a variance will not result in increased flood heights, additional threats to public safety, extraordinary public expense, cause fraud on or victimization of the public, or conflict with existing laws or ordinances.
4. A determination that the variance is the minimum necessary to afford relief, considering the *flood* hazard.
5. Submission to the applicant of written notice specifying the difference between the *design flood elevation* and the elevation to which the building is to be built, stating that the cost of flood insurance will be commensurate with the increased risk resulting from the reduced floor elevation, and stating that construction below the *design flood elevation* increases risks to life and property.

[A] 104.11 Alternative materials, design and methods of construction and equipment. The provisions of this code are not intended to prevent the installation of any material or to prohibit any design or method of construction not specifically prescribed by this code, provided that any such alternative has been *approved*. An alternative material, design or method of construction shall be *approved* where

the *building official* finds that the proposed alternative meets all of the following:

1. The alternative material, design or method of construction is satisfactory and complies with the intent of the provisions of this code,
2. The material, method or work offered is, for the purpose intended, not less than the equivalent of that prescribed in this code as it pertains to the following:
   - 2.1. Quality.
   - 2.2. Strength.
   - 2.3. Effectiveness.
   - 2.4. *Fire resistance.*
   - 2.5. Durability.
   - 2.6. Safety.

Where the alternative material, design or method of construction is not approved, the *building official* shall respond in writing, stating the reasons why the alternative was not approved.

[A] 104.11.1 Research reports. Supporting data, where necessary to assist in the approval of materials or assemblies not specifically provided for in this code, shall consist of valid research reports from *approved* sources.

[A] 104.11.2 Tests. Whenever there is insufficient evidence of compliance with the provisions of this code, or evidence that a material or method does not conform to the requirements of this code, or in order to substantiate claims for alternative materials or methods, the *building official* shall have the authority to require tests as evidence of compliance to be made without expense to the jurisdiction. Test methods shall be as specified in this code or by other recognized test standards. In the absence of recognized and accepted test methods, the *building official* shall approve the testing procedures. Tests shall be performed by an *approved agency*. Reports of such tests shall be retained by the *building official* for the period required for retention of public records.

SECTION 105
PERMITS

[A] 105.1 Required. Any *owner* or owner's authorized agent who intends to construct, enlarge, alter, *repair*, move, demolish or change the occupancy of a building or structure, or to erect, install, enlarge, alter, *repair*, remove, convert or replace any electrical, gas, mechanical or plumbing system, the installation of which is regulated by this code, or to cause any such work to be performed, shall first make application to the *building official* and obtain the required *permit*.

[A] 105.1.1 Annual permit. Instead of an individual *permit* for each *alteration* to an already *approved* electrical, gas, mechanical or plumbing installation, the *building official* is authorized to issue an annual *permit* upon application therefor to any person, firm or corporation regularly employing one or more qualified tradespersons in the building, structure or on the premises owned or operated by the applicant for the *permit*.

[A] 105.1.2 Annual permit records. The person to whom an annual *permit* is issued shall keep a detailed record of *alterations* made under such annual *permit*. The *building official* shall have access to such records at all times or such records shall be filed with the *building official* as designated.

[A] 105.2 Work exempt from permit. Exemptions from *permit* requirements of this code shall not be deemed to grant authorization for any work to be done in any manner in violation of the provisions of this code or any other laws or ordinances of this jurisdiction. *Permits* shall not be required for the following:

Building:

1. One-story detached accessory structures used as tool and storage sheds, playhouses and similar uses, provided that the floor area is not greater than 120 square feet (11 m^2).
2. Fences not over 7 feet (2134 mm) high.
3. Oil derricks.
4. Retaining walls that are not over 4 feet (1219 mm) in height measured from the bottom of the footing to the top of the wall, unless supporting a surcharge or impounding Class I, II or IIIA liquids.
5. Water tanks supported directly on grade if the capacity is not greater than 5,000 gallons (18 925 L) and the ratio of height to diameter or width is not greater than 2:1.
6. Sidewalks and driveways not more than 30 inches (762 mm) above adjacent grade, and not over any *basement* or *story* below and are not part of an *accessible route*.
7. Painting, papering, tiling, carpeting, cabinets, counter tops and similar finish work.
8. Temporary motion picture, television and theater stage sets and scenery.
9. Prefabricated *swimming pools* accessory to a Group R-3 occupancy that are less than 24 inches (610 mm) deep, are not greater than 5,000 gallons (18 925 L) and are installed entirely above ground.
10. Shade cloth structures constructed for nursery or agricultural purposes, not including service systems.
11. Swings and other playground equipment accessory to detached one- and two-family *dwellings*.
12. Window awnings in Group R-3 and U occupancies, supported by an *exterior wall* that do not project more than 54 inches (1372 mm) from the *exterior wall* and do not require additional support.
13. Nonfixed and movable fixtures, cases, racks, counters and partitions not over 5 feet 9 inches (1753 mm) in height.

Electrical:

1. **Repairs and maintenance:** Minor repair work, including the replacement of lamps or the connection of *approved* portable electrical equipment to *approved* permanently installed receptacles.
2. **Radio and television transmitting stations:** The provisions of this code shall not apply to electrical equipment used for radio and television transmissions, but do apply to equipment and wiring for a power supply and the installations of towers and antennas.
3. **Temporary testing systems:** A *permit* shall not be required for the installation of any temporary system required for the testing or servicing of electrical equipment or apparatus.

Gas:

1. Portable heating appliance.
2. Replacement of any minor part that does not alter approval of equipment or make such equipment unsafe.

Mechanical:

1. Portable heating appliance.
2. Portable ventilation equipment.
3. Portable cooling unit.
4. Steam, hot or chilled water piping within any heating or cooling equipment regulated by this code.
5. Replacement of any part that does not alter its approval or make it unsafe.
6. Portable evaporative cooler.
7. Self-contained refrigeration system containing 10 pounds (4.54 kg) or less of refrigerant and actuated by motors of 1 horsepower (0.75 kW) or less.

Plumbing:

1. The stopping of leaks in drains, water, soil, waste or vent pipe, provided, however, that if any concealed trap, drain pipe, water, soil, waste or vent pipe becomes defective and it becomes necessary to remove and replace the same with new material, such work shall be considered as new work and a *permit* shall be obtained and inspection made as provided in this code.
2. The clearing of stoppages or the repairing of leaks in pipes, valves or fixtures and the removal and reinstallation of water closets, provided that such repairs do not involve or require the replacement or rearrangement of valves, pipes or fixtures.

[A] 105.2.1 Emergency repairs. Where equipment replacements and repairs must be performed in an emergency situation, the *permit* application shall be submitted within the next working business day to the *building official*.

[A] 105.2.2 Public service agencies. A *permit* shall not be required for the installation, *alteration* or repair of generation, transmission, distribution or metering or other related equipment that is under the ownership and control of public service agencies by established right.

[A] 105.3 Application for permit. To obtain a *permit*, the applicant shall first file an application therefor in writing on a form furnished by the department of building safety for that purpose. Such application shall:

1. Identify and describe the work to be covered by the *permit* for which application is made.
2. Describe the land on which the proposed work is to be done by legal description, street address or similar description that will readily identify and definitely locate the proposed building or work.
3. Indicate the use and occupancy for which the proposed work is intended.
4. Be accompanied by *construction documents* and other information as required in Section 107.
5. State the valuation of the proposed work.
6. Be signed by the applicant, or the applicant's authorized agent.
7. Give such other data and information as required by the *building official*.

[A] 105.3.1 Action on application. The *building official* shall examine or cause to be examined applications for *permits* and amendments thereto within a reasonable time after filing. If the application or the *construction documents* do not conform to the requirements of pertinent laws, the *building official* shall reject such application in writing, stating the reasons therefor. If the *building official* is satisfied that the proposed work conforms to the requirements of this code and laws and ordinances applicable thereto, the *building official* shall issue a *permit* therefor as soon as practicable.

[A] 105.3.2 Time limitation of application. An application for a *permit* for any proposed work shall be deemed to have been abandoned 180 days after the date of filing, unless such application has been pursued in good faith or a *permit* has been issued; except that the *building official* is authorized to grant one or more extensions of time for additional periods not exceeding 90 days each. The extension shall be requested in writing and justifiable cause demonstrated.

[A] 105.4 Validity of permit. The issuance or granting of a *permit* shall not be construed to be a *permit* for, or an approval of, any violation of any of the provisions of this code or of any other ordinance of the jurisdiction. *Permits* presuming to give authority to violate or cancel the provisions of this code or other ordinances of the jurisdiction shall not be valid. The issuance of a *permit* based on *construction documents* and other data shall not prevent the *building official* from requiring the correction of errors in the *construction documents* and other data. The *building official* is authorized to prevent occupancy or use of a structure where in violation of this code or of any other ordinances of this jurisdiction.

[A] 105.5 Expiration. Every *permit* issued shall become invalid unless the work on the site authorized by such *permit*

is commenced within 180 days after its issuance, or if the work authorized on the site by such *permit* is suspended or abandoned for a period of 180 days after the time the work is commenced. The *building official* is authorized to grant, in writing, one or more extensions of time, for periods not more than 180 days each. The extension shall be requested in writing and justifiable cause demonstrated.

[A] 105.6 Suspension or revocation. The *building official* is authorized to suspend or revoke a *permit* issued under the provisions of this code wherever the *permit* is issued in error or on the basis of incorrect, inaccurate or incomplete information, or in violation of any ordinance or regulation or any of the provisions of this code.

[A] 105.7 Placement of permit. The building *permit* or copy shall be kept on the site of the work until the completion of the project.

SECTION 106
FLOOR AND ROOF DESIGN LOADS

[A] 106.1 Live loads posted. In commercial or industrial buildings, for each floor or portion thereof designed for *live loads* exceeding 50 psf (2.40 kN/m^2), such design *live loads* shall be conspicuously posted by the *owner* or the owner's authorized agent in that part of each *story* in which they apply, using durable signs. It shall be unlawful to remove or deface such notices.

[A] 106.2 Issuance of certificate of occupancy. A certificate of occupancy required by Section 111 shall not be issued until the floor load signs, required by Section 106.1, have been installed.

[A] 106.3 Restrictions on loading. It shall be unlawful to place, or cause or permit to be placed, on any floor or roof of a building, structure or portion thereof, a *load* greater than is permitted by this code.

SECTION 107
CONSTRUCTION DOCUMENTS

[A] 107.1 General. Submittal documents consisting of *construction documents*, statement of *special inspections*, geotechnical report and other data shall be submitted in two or more sets, or in a digital format where allowed by the building official, with each *permit* application. The *construction documents* shall be prepared by a *registered design professional* where required by the statutes of the jurisdiction in which the project is to be constructed. Where special conditions exist, the *building official* is authorized to require additional *construction documents* to be prepared by a *registered design professional*.

Exception: The *building official* is authorized to waive the submission of *construction documents* and other data not required to be prepared by a *registered design professional* if it is found that the nature of the work applied for is such that review of *construction documents* is not necessary to obtain compliance with this code.

[A] 107.2 Construction documents. *Construction documents* shall be in accordance with Sections 107.2.1 through 107.2.8.

[A] 107.2.1 Information on construction documents. *Construction documents* shall be dimensioned and drawn on suitable material. Electronic media documents are permitted to be submitted where *approved* by the *building official*. *Construction documents* shall be of sufficient clarity to indicate the location, nature and extent of the work proposed and show in detail that it will conform to the provisions of this code and relevant laws, ordinances, rules and regulations, as determined by the *building official*.

[A] 107.2.2 Fire protection system shop drawings. Shop drawings for the *fire protection systems* shall be submitted to indicate conformance to this code and the *construction documents* and shall be *approved* prior to the start of system installation. Shop drawings shall contain all information as required by the referenced installation standards in Chapter 9.

[A] 107.2.3 Means of egress. The *construction documents* shall show in sufficient detail the location, construction, size and character of all portions of the *means of egress* including the path of the exit discharge to the *public way* in compliance with the provisions of this code. In other than occupancies in Groups R-2, R-3, and I-1, the *construction documents* shall designate the number of occupants to be accommodated on every floor, and in all rooms and spaces.

[A] 107.2.4 Exterior wall envelope. *Construction documents* for all buildings shall describe the *exterior wall envelope* in sufficient detail to determine compliance with this code. The *construction documents* shall provide details of the *exterior wall envelope* as required, including flashing, intersections with dissimilar materials, corners, end details, control joints, intersections at roof, eaves or parapets, means of drainage, water-resistive barrier and details around openings.

The *construction documents* shall include manufacturer's installation instructions that provide supporting documentation that the proposed penetration and opening details described in the *construction documents* maintain the weather resistance of the *exterior wall envelope*. The supporting documentation shall fully describe the *exterior wall* system that was tested, where applicable, as well as the test procedure used.

[A] 107.2.5 Exterior balconies and elevated walking surfaces. Where balconies or other elevated walking surfaces have *weather-exposed surfaces*, and the structural framing is protected by an impervious moisture barrier, the *construction documents* shall include details for all elements of the impervious moisture barrier system. The *construction documents* shall include manufacturer's installation instructions.

[A] 107.2.6 Site plan. The *construction documents* submitted with the application for *permit* shall be accompanied by a site plan showing to scale the size and location of new construction and *existing structures* on

the *site*, distances from *lot lines*, the established street grades and the proposed finished grades and, as applicable, *flood hazard areas*, *floodways*, and *design flood elevations*; and it shall be drawn in accordance with an accurate boundary line survey. In the case of demolition, the *site* plan shall show construction to be demolished and the location and size of *existing structures* and construction that are to remain on the *site* or plot. The *building official* is authorized to waive or modify the requirement for a site plan where the application for *permit* is for *alteration* or *repair* or where otherwise warranted.

[A] 107.2.6.1 Design flood elevations. Where *design flood elevations* are not specified, they shall be established in accordance with Section 1612.3.1.

[A] 107.2.7 Structural information. The *construction documents* shall provide the information specified in Section 1603.

107.2.8 Relocatable buildings. *Construction documents* for *relocatable buildings* shall comply with Section 3112.

[A] 107.3 Examination of documents. The *building official* shall examine or cause to be examined the accompanying submittal documents and shall ascertain by such examinations whether the construction indicated and described is in accordance with the requirements of this code and other pertinent laws or ordinances.

[A] 107.3.1 Approval of construction documents. When the *building official* issues a *permit*, the *construction documents* shall be *approved*, in writing or by stamp, as "Reviewed for Code Compliance." One set of *construction documents* so reviewed shall be retained by the *building official*. The other set shall be returned to the applicant, shall be kept at the site of work and shall be open to inspection by the *building official* or a duly authorized representative.

[A] 107.3.2 Previous approvals. This code shall not require changes in the *construction documents*, construction or designated occupancy of a structure for which a lawful *permit* has been heretofore issued or otherwise lawfully authorized, and the construction of which has been pursued in good faith within 180 days after the effective date of this code and has not been abandoned.

[A] 107.3.3 Phased approval. The *building official* is authorized to issue a *permit* for the construction of foundations or any other part of a building or structure before the *construction documents* for the whole building or structure have been submitted, provided that adequate information and detailed statements have been filed complying with pertinent requirements of this code. The holder of such *permit* for the foundation or other parts of a building or structure shall proceed at the holder's own risk with the building operation and without assurance that a *permit* for the entire structure will be granted.

[A] 107.3.4 Design professional in responsible charge. Where it is required that documents be prepared by a *registered design professional*, the *building official* shall be authorized to require the *owner* or the owner's authorized agent to engage and designate on the building *permit* application a *registered design professional* who shall act as the *registered design professional in responsible charge*. If the circumstances require, the *owner* or the owner's authorized agent shall designate a substitute *registered design professional in responsible charge* who shall perform the duties required of the original *registered design professional in responsible charge*. The *building official* shall be notified in writing by the *owner* or the owner's authorized agent if the *registered design professional in responsible charge* is changed or is unable to continue to perform the duties.

The *registered design professional in responsible charge* shall be responsible for reviewing and coordinating submittal documents prepared by others, including phased and deferred submittal items, for compatibility with the design of the building.

[A] 107.3.4.1 Deferred submittals. Deferral of any submittal items shall have the prior approval of the *building official*. The *registered design professional in responsible charge* shall list the *deferred submittals* on the *construction documents* for review by the *building official*.

Documents for *deferred submittal* items shall be submitted to the *registered design professional in responsible charge* who shall review them and forward them to the *building official* with a notation indicating that the *deferred submittal* documents have been reviewed and found to be in general conformance to the design of the building. The *deferred submittal* items shall not be installed until the *deferred submittal* documents have been *approved* by the *building official*.

[A] 107.4 Amended construction documents. Work shall be installed in accordance with the *approved construction documents*, and any changes made during construction that are not in compliance with the *approved construction documents* shall be resubmitted for approval as an amended set of *construction documents*.

[A] 107.5 Retention of construction documents. One set of *approved construction documents* shall be retained by the *building official* for a period of not less than 180 days from date of completion of the permitted work, or as required by state or local laws.

SECTION 108
TEMPORARY STRUCTURES AND USES

[A] 108.1 General. The *building official* is authorized to issue a *permit* for temporary structures and temporary uses. Such *permits* shall be limited as to time of service, but shall not be permitted for more than 180 days. The *building official* is authorized to grant extensions for demonstrated cause.

[A] 108.2 Conformance. Temporary structures and uses shall comply with the requirements in Section 3103.

[A] 108.3 Temporary power. The *building official* is authorized to give permission to temporarily supply and use power in part of an electric installation before such installation has

been fully completed and the final certificate of completion has been issued. The part covered by the temporary certificate shall comply with the requirements specified for temporary lighting, heat or power in NFPA 70.

[A] 108.4 Termination of approval. The *building official* is authorized to terminate such *permit* for a temporary structure or use and to order the temporary structure or use to be discontinued.

SECTION 109
FEES

[A] 109.1 Payment of fees. A *permit* shall not be valid until the fees prescribed by law have been paid, nor shall an amendment to a *permit* be released until the additional fee, if any, has been paid.

[A] 109.2 Schedule of permit fees. Where a *permit* is required, a fee for each *permit* shall be paid as required, in accordance with the schedule as established by the applicable governing authority.

[A] 109.3 Permit valuations. The applicant for a *permit* shall provide an estimated *permit* value at time of application. *Permit* valuations shall reflect the total value of work, including materials and labor, for which the *permit* is being issued, such as electrical, gas, mechanical, plumbing equipment and permanent systems. If, in the opinion of the *building official*, the valuation is underestimated on the application, the *permit* shall be denied, unless the applicant can show detailed estimates to meet the approval of the *building official*. Final building *permit* valuation shall be set by the *building official*.

[A] 109.4 Work commencing before permit issuance. Any person who commences any work before obtaining the necessary *permits* shall be subject to a fee established by the *building official* that shall be in addition to the required *permit* fees.

[A] 109.5 Related fees. The payment of the fee for the construction, *alteration*, removal or demolition for work done in connection to or concurrently with the work authorized by a building *permit* shall not relieve the applicant or holder of the *permit* from the payment of other fees that are prescribed by law.

[A] 109.6 Refunds. The *building official* is authorized to establish a refund policy.

SECTION 110
INSPECTIONS

[A] 110.1 General. Construction or work for which a *permit* is required shall be subject to inspection by the *building official* and such construction or work shall remain visible and able to be accessed for inspection purposes until *approved*. Approval as a result of an inspection shall not be construed to be an approval of a violation of the provisions of this code or of other ordinances of the jurisdiction. Inspections presuming to give authority to violate or cancel the provisions of this code or of other ordinances of the jurisdiction shall not be valid. It shall be the duty of the *owner* or the owner's authorized agent to cause the work to remain visible and able to be accessed for inspection purposes. Neither the *building official* nor the jurisdiction shall be liable for expense entailed in the removal or replacement of any material required to allow inspection.

[A] 110.2 Preliminary inspection. Before issuing a *permit*, the *building official* is authorized to examine or cause to be examined buildings, structures and *sites* for which an application has been filed.

[A] 110.3 Required inspections. The *building official*, upon notification, shall make the inspections set forth in Sections 110.3.1 through 110.3.12.

[A] 110.3.1 Footing and foundation inspection. Footing and foundation inspections shall be made after excavations for footings are complete and any required reinforcing steel is in place. For concrete foundations, any required forms shall be in place prior to inspection. Materials for the foundation shall be on the job, except where concrete is ready mixed in accordance with ASTM C94, the concrete need not be on the job.

[A] 110.3.2 Concrete slab and under-floor inspection. Concrete slab and under-floor inspections shall be made after in-slab or under-floor reinforcing steel and building service equipment, conduit, piping accessories and other ancillary equipment items are in place, but before any concrete is placed or floor sheathing installed, including the subfloor.

[A] 110.3.3 Lowest floor elevation. In *flood hazard areas*, upon placement of the *lowest floor*, including the *basement*, and prior to further vertical construction, the elevation certification required in Section 1612.4 or the *International Residential Code*, as applicable, shall be submitted to the *building official*.

[A] 110.3.4 Frame inspection. Framing inspections shall be made after the roof deck or sheathing, all framing, *fireblocking* and bracing are in place and pipes, chimneys and vents to be concealed are complete and the rough electrical, plumbing, heating wires, pipes and ducts are *approved*.

[A] 110.3.5 Types IV-A, IV-B and IV-C connection protection inspection. In buildings of Types IV-A, IV-B and IV-C construction, where connection *fire-resistance ratings* are provided by wood cover calculated to meet the requirements of Section 2304.10.1, inspection of the wood cover shall be made after the cover is installed, but before any other coverings or finishes are installed.

[A] 110.3.6 Lath, gypsum board and gypsum panel product inspection. Lath, *gypsum board* and *gypsum panel product* inspections shall be made after lathing, *gypsum board* and *gypsum panel products*, interior and exterior, are in place, but before any plastering is applied or *gypsum board* and *gypsum panel product* joints and fasteners are taped and finished.

Exception: *Gypsum board* and *gypsum panel products* that are not part of a fire-resistance-rated assembly or a shear assembly.

[A] 110.3.7 Weather-exposed balcony and walking surface waterproofing. Where balconies or other elevated walking surfaces have *weather-exposed surfaces*, and the structural framing is protected by an impervious moisture barrier, all elements of the impervious moisture barrier system shall not be concealed until inspected and *approved*.

Exception: Where *special inspections* are provided in accordance with Section 1705.1.1, Item 3.

[A] 110.3.8 Fire- and smoke-resistant penetrations. Protection of joints and penetrations in fire-resistance-rated assemblies, *smoke barriers* and *smoke partitions* shall not be concealed from view until inspected and *approved*.

[A] 110.3.9 Energy efficiency inspections. Inspections shall be made to determine compliance with Chapter 13 and shall include, but not be limited to, inspections for: envelope insulation *R*- and *U*-values, *fenestration U*-value, duct system *R*-value, and HVAC and water-heating equipment efficiency.

[A] 110.3.10 Other inspections. In addition to the inspections specified in Sections 110.3.1 through 110.3.9, the *building official* is authorized to make or require other inspections of any construction work to ascertain compliance with the provisions of this code and other laws that are enforced by the department of building safety.

[A] 110.3.11 Special inspections. For *special inspections*, see Chapter 17.

[A] 110.3.12 Final inspection. The final inspection shall be made after all work required by the building *permit* is completed.

[A] 110.3.12.1 Flood hazard documentation. If located in a *flood hazard area*, documentation of the elevation of the *lowest floor* as required in Section 1612.4 shall be submitted to the *building official* prior to the final inspection.

[A] 110.4 Inspection agencies. The *building official* is authorized to accept reports of *approved* inspection agencies, provided that such agencies satisfy the requirements as to qualifications and reliability.

[A] 110.5 Inspection requests. It shall be the duty of the holder of the building *permit* or their duly authorized agent to notify the *building official* when work is ready for inspection. It shall be the duty of the *permit* holder to provide access to and means for inspections of such work that are required by this code.

[A] 110.6 Approval required. Work shall not be done beyond the point indicated in each successive inspection without first obtaining the approval of the *building official*. The *building official*, upon notification, shall make the requested inspections and shall either indicate the portion of the construction that is satisfactory as completed, or notify the *permit* holder or the *permit* holder's agent wherein the same fails to comply with this code. Any portions that do not comply shall be corrected and such portion shall not be covered or concealed until authorized by the *building official*.

SECTION 111
CERTIFICATE OF OCCUPANCY

[A] 111.1 Change of occupancy. A building or structure shall not be used or occupied in whole or in part, and a *change of occupancy* of a building or structure or portion thereof shall not be made, until the *building official* has issued a certificate of occupancy therefor as provided herein. Issuance of a certificate of occupancy shall not be construed as an approval of a violation of the provisions of this code or of other ordinances of the *jurisdiction*. Certificates presuming to give authority to violate or cancel the provisions of this code or other ordinances of the *jurisdiction* shall not be valid.

Exception: Certificates of occupancy are not required for work exempt from *permits* in accordance with Section 105.2.

[A] 111.2 Certificate issued. After the *building official* inspects the building or structure and does not find violations of the provisions of this code or other laws that are enforced by the department, the *building official* shall issue a certificate of occupancy that contains the following:

1. The *permit* number.
2. The address of the structure.
3. The name and address of the *owner* or the owner's authorized agent.
4. A description of that portion of the structure for which the certificate is issued.
5. A statement that the described portion of the structure has been inspected for compliance with the requirements of this code.
6. The name of the *building official*.
7. The edition of the code under which the *permit* was issued.
8. The use and occupancy, in accordance with the provisions of Chapter 3.
9. The type of construction as defined in Chapter 6.
10. The design *occupant load*.
11. Where an *automatic sprinkler system* is provided, whether the sprinkler system is required.
12. Any special stipulations and conditions of the building *permit*.

[A] 111.3 Temporary occupancy. The *building official* is authorized to issue a temporary certificate of occupancy before the completion of the entire work covered by the *permit*, provided that such portion or portions shall be occupied safely. The *building official* shall set a time period during which the temporary certificate of occupancy is valid.

[A] 111.4 Revocation. The *building official* is authorized to suspend or revoke a certificate of occupancy or completion issued under the provisions of this code, in writing, wherever the certificate is issued in error, or on the basis of incorrect information supplied, or where it is determined that the building or structure or portion thereof is in violation of the provisions of this code or other ordinance of the *jurisdiction*.

SECTION 112
SERVICE UTILITIES

[A] 112.1 Connection of service utilities. A person shall not make connections from a utility, a source of energy, fuel, or power, or a water system or sewer system to any building or system that is regulated by this code for which a *permit* is required, until approved by the *building official*.

[A] 112.2 Temporary connection. The *building official* shall have the authority to authorize the temporary connection of the building or system to the utility, the source of energy, fuel, or power, or the water system or sewer system for the purpose of testing systems or for use under a temporary approval.

[A] 112.3 Authority to disconnect service utilities. The *building official* shall have the authority to authorize disconnection of utility service to the building, structure or system regulated by this code and the referenced codes and standards in case of emergency where necessary to eliminate an immediate hazard to life or property or where such utility connection has been made without the approval required by Section 112.1 or 112.2. The *building official* shall notify the serving utility, and wherever possible the *owner* or the owner's authorized agent and occupant of the building, structure or service system of the decision to disconnect prior to taking such action. If not notified prior to disconnecting, the *owner* or the owner's authorized agent or occupant of the building, structure or service system shall be notified in writing, as soon as practical thereafter.

SECTION 113
MEANS OF APPEALS

[A] 113.1 General. In order to hear and decide appeals of orders, decisions or determinations made by the *building official* relative to the application and interpretation of this code, there shall be and is hereby created a board of appeals. The board of appeals shall be appointed by the applicable governing authority and shall hold office at its pleasure. The board shall adopt rules of procedure for conducting its business and shall render all decisions and findings in writing to the appellant with a duplicate copy to the *building official*.

[A] 113.2 Limitations on authority. An application for appeal shall be based on a claim that the true intent of this code or the rules legally adopted thereunder have been incorrectly interpreted, the provisions of this code do not fully apply or an equivalent or better form of construction is proposed. The board shall not have authority to waive requirements of this code or interpret the administration of this code.

[A] 113.3 Qualifications. The board of appeals shall consist of members who are qualified by experience and training to pass on matters pertaining to building construction and are not employees of the jurisdiction.

[A] 113.4 Administration. The *building official* shall take immediate action in accordance with the decision of the board.

SECTION 114
VIOLATIONS

[A] 114.1 Unlawful acts. It shall be unlawful for any person, firm or corporation to erect, construct, alter, extend, *repair*, move, remove, demolish or occupy any building, structure or equipment regulated by this code, or cause same to be done, in conflict with or in violation of any of the provisions of this code.

[A] 114.2 Notice of violation. The *building official* is authorized to serve a notice of violation or order on the person responsible for the erection, construction, *alteration*, extension, *repair*, moving, removal, demolition or occupancy of a building or structure in violation of the provisions of this code, or in violation of a *permit* or certificate issued under the provisions of this code. Such order shall direct the discontinuance of the illegal action or condition and the abatement of the violation.

[A] 114.3 Prosecution of violation. If the notice of violation is not complied with promptly, the *building official* is authorized to request the legal counsel of the jurisdiction to institute the appropriate proceeding at law or in equity to restrain, correct or abate such violation, or to require the removal or termination of the unlawful occupancy of the building or structure in violation of the provisions of this code or of the order or direction made pursuant thereto.

[A] 114.4 Violation penalties. Any person who violates a provision of this code or fails to comply with any of the requirements thereof or who erects, constructs, alters or repairs a building or structure in violation of the *approved construction documents* or directive of the *building official*, or of a *permit* or certificate issued under the provisions of this code, shall be subject to penalties as prescribed by law.

SECTION 115
STOP WORK ORDER

[A] 115.1 Authority. Where the *building official* finds any work regulated by this code being performed in a manner contrary to the provisions of this code or in a *dangerous* or unsafe manner, the *building official* is authorized to issue a stop work order.

[A] 115.2 Issuance. The stop work order shall be in writing and shall be given to the *owner* of the property, the owner's authorized agent or the person performing the work. Upon issuance of a stop work order, the cited work shall immediately cease. The stop work order shall state the reason for the order and the conditions under which the cited work is authorized to resume.

[A] 115.3 Emergencies. Where an emergency exists, the *building official* shall not be required to give a written notice prior to stopping the work.

[A] 115.4 Failure to comply. Any person who shall continue any work after having been served with a stop work order, except such work as that person is directed to perform to remove a violation or unsafe condition, shall be subject to fines established by the authority having *jurisdiction*.

SECTION 116
UNSAFE STRUCTURES AND EQUIPMENT

[A] 116.1 Unsafe conditions. Structures or existing equipment that are or hereafter become unsafe, insanitary or deficient because of inadequate *means of egress* facilities, inadequate light and *ventilation*, or that constitute a fire hazard, or are otherwise *dangerous* to human life or the public welfare, or that involve illegal or improper occupancy or inadequate maintenance, shall be deemed an unsafe condition. Unsafe structures shall be taken down and removed or made safe, as the *building official* deems necessary and as provided for in this section. A vacant structure that is not secured against unauthorized entry shall be deemed unsafe.

[A] 116.2 Record. The *building official* shall cause a report to be filed on an unsafe condition. The report shall state the occupancy of the structure and the nature of the unsafe condition.

[A] 116.3 Notice. If an unsafe condition is found, the *building official* shall serve on the *owner* of the structure, or the owner's authorized agent, a written notice that describes the condition deemed unsafe and specifies the required repairs or improvements to be made to abate the unsafe condition, or that requires the unsafe structure to be demolished within a stipulated time. Such notice shall require the person thus notified to declare immediately to the *building official* acceptance or rejection of the terms of the order.

[A] 116.4 Method of service. Such notice shall be deemed properly served where a copy thereof is served in accordance with one of the following methods:

1. A copy is delivered to the *owner* personally.
2. A copy is sent by certified or registered mail addressed to the *owner* at the last known address with the return receipt requested.
3. A copy is delivered in any other manner as prescribed by local law.

If the certified or registered letter is returned showing that the letter was not delivered, a copy thereof shall be posted in a conspicuous place in or about the structure affected by such notice. Service of such notice in the foregoing manner on the owner's authorized agent shall constitute service of notice on the *owner*.

[A] 116.5 Restoration or abatement. Where the structure or equipment determined to be unsafe by the *building official* is restored to a safe condition, the owner, the owner's authorized agent, operator or occupant of a structure, premises or equipment deemed unsafe by the *building official* shall abate or cause to be abated or corrected such unsafe conditions either by repair, rehabilitation, demolition or other approved corrective action. To the extent that repairs, *alterations* or *additions* are made or a *change of occupancy* occurs during the restoration of the structure, such *repairs*, *alterations*, *additions* and *change of occupancy* shall comply with the requirements of the *International Existing Building Code*.

2021 Construction Codes Consistency Crosswalk

City of Edgewood ■ 2224 104th Ave East ■ Edgewood, Washington 98372-1513 ■ 253-952-3299

A. **2021 Washington Construction Codes:** https://codes.iccsafe.org/codes/washington

Includes: Building Code, Existing Building Code, Residential Code, Wildland-Urban Interface Code, Mechanical Code, Fuel Gas Code

Does Not Include: Fire Code (as of the date of this packet, the Fire Code is not publicly available), Property Maintenance Code (https://codes.iccsafe.org/content/IPMC2021P2, procedures are a code enforcement function)

B. **2021 Uniform Plumbing Code (UPC):** https://epubs.iapmo.org/2021/UPC/

C. **Title 51 WAC:** https://app.leg.wa.gov/WAC/default.aspx?cite=51

D. **Chapter 19.27 RCW – State Building Code:** https://app.leg.wa.gov/rcw/default.aspx?cite=19.27

Proposed EMC	Other Law	IBC	IEBC	IRC	WUIC	IMC	IFGC	UPC
Short title.								
15.10.010		101.1	101.1	R101.1	101.1	101.1	101.1	101.1
Purpose and intent.								
15.10.020(A)		101.3	101.3	R101.3	101.3	101.3	101.4	101.3
15.10.020(B)	RCW 19.27.020							
15.10.020(C)	RCW 4.96.010							
Authority – Duties and powers of the code official.								
15.10.030(A)(1)	WAC 51-50-001							
15.10.030(A)(1)	WAC 51-51-001							
15.10.030(A)(1)	WAC 51-52-001							
15.10.030(A)(1)	WAC 51-54A-001							
15.10.030(A)(1)	WAC 51-55-001							
15.10.030(A)(1)	WAC 51-56-001							
15.10.030(A)(2)	RCW 19.27A.015							
15.10.030(A)(3)	RCW 19.28.081							
15.10.030(B)		103.1	103.1	R103.1	103.1	103.1	103.1	
15.10.030(B)(1)	IFC 103.1							
15.10.030(B)(2)	IPMC 103.1							
15.10.030(B)(3)		103.3	103.3	R103.3	103.3	103.3	103.3	
15.10.030(B)(4)					104.7			
15.10.030(C)(1)					104.2			
15.10.030(C)(1)		104.1	104.1	R104.1	104.1	104.1	104.1	103.1
15.10.030(C)(2)		104.2	104.2	R104.2	104.6	104.2	104.2	103.3
15.10.030(C)(3)(a)		104.4	104.4	R104.4	110.1	104.3	104.3	
15.10.030(C)(3)(b)					110.1.2			

2224 104th Avenue East
Edgewood, WA 98372
City of Edgewood
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Proposed EMC	Other Law	IBC	IEBC	IRC	WUIC	IMC	IFGC	UPC
15.10.030(C)(4)(a)		104.6	104.6	R104.6	110.3	104.4	104.4	103.4
15.10.030(C)(4)(b)								
15.10.030(C)(4)(c)		104.5	104.5	R104.5		104.5	104.5	
15.10.030(C)(4)(d)								
15.10.030(C)(5)								
15.10.030(C)(6)		104.3	104.3	R104.3		104.6	104.6	
15.10.030(C)(7)		104.7	104.7	R104.7		104.7	104.7	
15.10.030(C)(7)		107.5	107.5	R106.5	107.8	107.2	107.2	
15.10.030(C)(8)		104.8	104.8	R104.8	104.3	104.8	104.8	103.2
Applicability of title.								
15.10.040								
Definitions.								
15.10.050, "building official", "code official", "fire official""		103.2	103.2	R103.2	103.2	103.2	103.2	
Technical codes – Appendices, conflicts, references.								
15.10.060(A)		101.2.1	101.2.1	R102.5	101.2.1	101.2.1	101.3	102.8
15.10.060(B)(2)	RCW 19.27.031							
15.10.060(B)(2)		102.1	102.1	R102.1	102.1	102.1	102.1	
15.10.060(B)(2)(c)		102.4.1	102.4.1	R102.4.1	102.4.1	102.8.1	102.8.1	102.1
15.10.060(B)(2)(c)		102.4.2	102.4.2	R102.4.2	102.4.2	102.8.2	102.8.2	
15.10.060(B)(2)(d)	WAC 51-52-004							
15.10.060(B)(2)(e)	WAC 51-56-007							
15.10.060(B)(3)	WAC 51-56-004							
15.10.060(C)					101.4			
15.10.060(D)		102.2	102.2	R102.2	102.2	102.10	102.10	
15.10.060(E)		101.4	101.4					
15.10.060(E)		102.4	102.4	R102.4	102.4	102.8	102.8	
15.10.060(F)		102.3	102.3	R102.3	102.3	102.11	102.11	
15.10.060(G)					104.4			
15.10.060(H)					104.5			
Copies of technical codes on file.								
15.10.070	EMC 15.05.030							
Burden of proof.								
15.10.080	EMC 18.30.090							
Building permit required.								
15.10.090		105.1	105.1	R105.1	106.1	106.1	106.1	104.1
15.10.090(B)		105.2.1	105.2.1	R105.2.1				
15.10.090(C)		105.2.2	105.2.2	R105.2.3				
Requirements – Existing buildings, structures, and building service equipment.								
15.10.100	WAC 51-51-0102							
15.10.100(A)(1)		102.6	102.6	R102.7	102.6			
15.10.100(A)(2)						102.2	102.2	102.2
15.10.100(B)		102.6.2	102.6.2	R102.7.1		102.4	102.4	102.4
15.10.100(C)		102.6.1	102.6.1					

Proposed EMC	Other Law	IBC	IEBC	IRC	WUIC	IMC	IFGC	UPC
15.10.100(C)		111.1	111.1		111.1	102.5	102.5	102.6
15.10.100(E)	RCW 19.27.180							
15.10.100(E)(1)	EMC 12.16.050							
15.10.100(E)(2)				R102.7.2		102.7	102.7	102.7
15.10.100(F)					101.5			
15.10.100(G)			102.6			102.6	102.6	
15.10.100(G)	RCW 19.27.120							
15.10.100(H)	IPMC 101.2							
Requirements – Temporary structures, building service equipment or uses.								
15.10.110(A)		108.1	108.1	R107.1	108.1	111.1	111.1	
15.10.110(B)		108.2	108.2	R107.2	108.2	111.2	111.2	
15.10.110(C)		108.3	108.3	R107.3		111.3	111.3	
15.10.110(D)		108.1	108.1	R107.1	108.1	111.1	111.1	
15.10.110(E)		108.4	108.4	R107.4	108.3	111.4	111.4	
Requirements – Service utilities.								
15.10.120(A)		112.1	112.1	R111.1	112.1	110.1	110.1	105.4
15.10.120(B)		112.2	112.2	R111.2	112.2	110.2	110.2	
15.10.120(C)		112.3	112.3	R111.3	112.3	110.3	110.3	
Requirements – Change in use or occupancy classification.								
15.10.130		111.1	111.1		111.1	102.5	102.5	102.6
Building permit application – Required information.								
15.10.140				R110.2				
15.10.140(A)	RCW 19.27.095	105.3	105.3	R105.3	106.4	106.3	106.3	104.3
15.10.140(A)								
15.10.140(B)(1)	EMC 15.05.080(F)							
15.10.140(B)(2)	RCW 19.27.097							
15.10.140(B)(3)	RCW 64.55.010							
15.10.140(B)(4)						112.2.5	112.2.5	
15.10.140(B)(4)(a)						112.2.5.1	112.2.5.1	
15.10.140(B)(4)(b)						112.2.5.2	112.2.5.2	
15.10.140(B)(4)(c)						112.2.5.3	112.2.5.3	
15.10.140(C)		107.3.4.1	107.3.4.1					
15.10.140(D)		107.1	106.1	R106.1	107.1	107.1	107.1	104.3.1
15.10.140(E)	EMC 18.40.140(B)							
Building permit application – Required construction documents.								
15.10.150(A)(1)		107.1	107.1	R106.1	107.1	107.1	107.1	
15.10.150(A)(2)		107.2.1	107.2.1	R106.1.1	107.2			
15.10.150(B)(1)	Chapter 18.08 RCW							
15.10.150(B)(2)	Chapter 18.43 RCW							
15.10.150(C)		107.3.4	107.3.4					
15.10.150(D)		107.2	107.2					
15.10.150(D)(1)		107.2.6	107.2.6	R106.2	107.3			
15.10.150(D)(1)(a)(viii)				R106.1.4				
15.10.150(D)(1)(a)(x)					107.7			
15.10.150(D)(2)(f)				R106.1.4				

Proposed EMC	Other Law	IBC	IEBC	IRC	WUIC	IMC	IFGC	UPC
15.10.150(D)(8)		107.2.2	107.2.2					
15.10.150(D)(10)					107.5			
15.10.150(D)(10)(a)					107.6			
15.10.150(D)(10)(b)					107.4			
15.10.150(D)(11)	EMC 13.05.150							
Building permit application – Fees.								
15.10.160	RCW 19.27.100							
15.10.160(A)		109.1	109.1	R108.1	109.1	109.1	109.1	
15.10.160(A)		109.2	109.2	R108.2	109.2	109.2	109.2	
15.10.160(B)		109.3	109.3	R108.3	109.3	109.3	109.3	
15.10.160(C)		109.4	109.4	R108.6	109.4	109.4	109.4	
15.10.160(D)		109.6	109.6	R108.5	109.6	109.6	109.6	
15.10.160(E)	RCW 19.27.085							
Building permit application – Design standards – Minimum requirements.								
15.10.170(A)	RCW 64.55.020							
15.10.170(B)		104.2.1	104.2.1	R105.3.1.1				
15.10.170(B)(4)		107.2.6.1	107.2.6.1					
15.10.170(C)		107.2.5	107.2.5					
15.10.170(D)		107.2.4	107.2.4					
15.10.170(E)		107.2.3	107.2.3					
15.10.170(F)		107.2.9	107.2.9					
15.10.170(G)		107.2.8	107.2.8					
15.10.170(H)		107.2.7	107.2.7	R106.1.3				
15.10.170(I)	RCW 19.27.113							
15.10.170(J)	RCW 19.27.540							
15.10.170(K)	RCW 19.27.590							
15.10.170(L)				R106.1.5				
15.10.170(M)	RCW 19.27.560							
Building permit application – Design standards – Alternative methods.								
15.10.180(A)		104.10	104.10	R104.10	105.1	105.1	105.1	
15.10.180(B)		104.10.1	104.10.1	R104.10.1				
15.10.180(C)		104.11	104.11	R104.11	105.3	105.2	105.2	
15.10.180(D)		104.11.1	104.11.1			105.2.1	105.2.1	
15.10.180(E)		104.11.2	104.11.2	R104.11.1				
15.10.180(E)(1)						105.3	105.3	
15.10.180(E)(2)						105.3.1	105.3.1	
15.10.180(E)(3)						105.3.2	105.3.2	
15.10.180(E)(4)						105.3.3	105.3.3	
15.10.180(F)						105.5		
15.10.180(F)		104.9.1	104.9.1	R104.9.1			105.4	
15.10.180(G)					105.2			
Building permit application – Review – Determination of complete application.								
15.10.190	EMC 18.40.150							

Proposed EMC	Other Law	IBC	IEBC	IRC	WUIC	IMC	IFGC	UPC
Building permit application – Vesting – Date.								
15.10.200	RCW 19.27.095							
Building permit application – Vesting – Timing of project permit and building permit applications.								
15.10.210	RCW 36.70B.120							
Building permit application – Optional phasing plan.								
15.10.220		107.3.3	107.3.3	R106.3.3	107.12			
Building permit application – Review – Procedure and decision criteria.								
15.10.230(A)	EMC 18.40.140(C)							
15.10.230(B)		110.2	110.2	R105.9	106.4.1	106.3.1	106.4	
15.10.230(C)		107.3	107.3	R106.3	107.9			
15.10.230(C)		105.3.1	105.3.1	R105.3.1		106.4	106.5	104.4
15.10.230(C)(2)	RCW 19.27.090							
15.10.230(C)(7)					106.5			
15.10.230(D)	EMC 18.40.160							
15.10.230(E)	EMC 18.40.150(B)(3)							
15.10.230(F)					106.6.1			
15.10.230(G)		105.3.1	105.3.1	R105.3.1		106.4	106.5	104.4
15.10.230(H)		113.1	113.1	R112.1	113.1	113.1	113.1	107.1
Building permit application – Review – Expiration.								
15.10.240	EMC 18.40.150	105.3.2	105.3.2	R105.3.2	106.4.2	106.3.2	106.3.1	
Building permit application – Review – Issuance.								
15.10.250(A)	RCW 19.27.095	107.3.1	107.3.1	R106.3.1	106.6	106.4.1	106.5.1	
15.10.250(A)(4)(c)(iii)	WAC 51-56-0100							
15.10.250(B)		105.7	105.7	R105.7	106.9	106.4.7	106.5.7	
15.10.250(C)	RCW 19.27.095							
15.10.250(D)	RCW 19.27.140							
Issued building permit – Validity.								
15.10.260		105.4	105.4	R105.4	106.7	106.4.2	106.5.2	
Issued building permit – General standards.								
15.10.270(A)		110.1	110.1		110.1.1	112.1	112.1	105.1
15.10.270(A)(3)		104.9	104.9	R104.9		105.4	105.5	
15.10.270(B)		105.7	105.7	R105.7	106.9	106.4.7	106.5.7	
15.10.270(B)		110.1	110.1		110.1.1	112.1	112.1	105.1
15.10.270(B)				R106.1.2				
Issued building permit – Minimum standards for construction sites.								
15.10.280(A)	WAC 296-155							
15.10.280(B)	EMC 18.90.140(G)							
15.10.280(C)		Chapter 33						
Issued building permit – Testing and verification.								
15.10.290(A)					110.1.4	112.3	112.3	105.3
15.10.290(A)					110.1.4.1	112.3.1	112.3.1	
15.10.290(A)					110.1.4.2	112.3.2	112.3.2	
15.10.290(B)					110.1.4.3	112.3.3	112.3.3	
15.10.290(C)						108.1	108.1	

Proposed EMC	Other Law	IBC	IEBC	IRC	WUIC	IMC	IFGC	UPC
Building permit expiration, suspension or revocation.								
15.10.300(A)		110.6	110.6	R109.4	110.1.2.3	112.2.3	112.2.3	
15.10.300(B)(1)		110.5	110.5	R109.3	110.1.2.2	112.2.2	112.2.2	105.2.3
15.10.300(B)(2)	RCW 18.27.020							
15.10.300(B)(3)				R105.8				
15.10.300(C)(1)		110.3	110.3	R109.1	110.1.3			105.2
15.10.300(C)(1)		110.6	110.6	R109.4	110.1.2.3	112.2.3	112.2.3	
15.10.300(C)(2)		110.3.11	110.3.11					
15.10.300(C)(2)		110.4	110.4	R109.2				
15.10.300(C)(2)					110.1.2.1	112.2.4	112.2.4	
15.10.300(C)(3)		110.3.10	110.3.10	R109.1.5		112.2.1	112.2.1	
15.10.300(C)(4)		110.1	110.1		110.1.1	112.1	112.1	105.1
15.10.300(D)				R109.1.2		112.2	112.2	
15.10.300(D)(1)(a)	EMC 14.80							
15.10.300(D)(1)(b)	EMC 18.90.180							
15.10.300(D)(1)(c)	EMC 13.05							
15.10.300(D)(2)(a)		110.3.1	110.3.1	R109.1.1				
15.10.300(D)(2)(b)								105.2
15.10.300(D)(2)(c)		110.3.2	110.3.2					
15.10.300(D)(2)(d)		110.3.3	110.3.3	R109.1.3				
15.10.300(D)(2)(e)	Chapters 51-11C and 51-11R WAC							
15.10.300(D)(3)(a)		110.3.4	110.3.4	R109.1.4				
15.10.300(D)(3)(b)		110.3.4	110.3.4	R109.1.4				
15.10.300(D)(3)(c)		110.3.7	110.3.7					
15.10.300(D)(3)(d)	Chapters 51-11C and 51-11R WAC							
15.10.300(D)(4)(a)				R109.1.2		112.2	112.2	
15.10.300(D)(4)(b)	Chapters 51-11C and 51-11R WAC							
15.10.300(D)(4)(c)		110.3.4	110.3.4	R109.1.4				
15.10.300(D)(5)(a)		110.3.5	110.3.5					
15.10.300(D)(5)(b)		110.3.6	110.3.6					
15.10.300(D)(5)(c)				R109.1.5.1				
15.10.300(D)(5)(d)		110.3.8	110.3.8					
15.10.300(D)(6)	Chapters 51-11C and 51-11R WAC	110.3.9	110.3.9					
15.10.300(D)(7)(a)				R109.1.2		112.2	112.2	
15.10.300(D)(7)(b)	Chapter 70.92 RCW							
15.10.300(D)(7)(c)		106.1	106.1					
15.10.300(D)(7)(d)		112.1	112.1	R111.1	112.1	110.1	110.1	105.4
15.10.300(D)(8)(b)	Title 14 EMC							
15.10.300(D)(8)(c)	Title 18 EMC							
15.10.300(D)(8)(d)	EMC 13.05							

Proposed EMC	Other Law	IBC	IEBC	IRC	WUIC	IMC	IFGC	UPC
15.10.300(D)(8)(e)	EMC 14.80	110.3.12.1	110.3.12.1	R109.1.6.1				
15.10.300(D)(8)(f)		110.3.11	110.3.11					
15.10.300(D)(8)(g)		107.3.4.1	107.3.4.1					
15.10.300(D)(8)(h)	RCW 64.55.030							
15.10.300(D)(9)		110.3.12	110.3.12	R109.1.6				
Revision of approved or issued plans.								
15.10.310		107.4	107.4	R106.4	107.10			
Building permit expiration, suspension or revocation.								
15.10.320		107.3.2	107.3.2	R106.3.2	107.11	106.4.6	106.5.6	
15.10.320(A)		105.5	105.5	R105.5	106.8	106.4.3	106.5.3	
15.10.320(A)						106.4.4	106.5.4	
15.10.320(B)		105.6	105.6	R105.6	106.10	106.4.5	106.5.5	
Certificate of occupancy.								
15.10.330(A)		111.1	111.1	R110.1	111.1	102.5	102.5	102.6
15.10.330(A)					111.2			
15.10.330(B)(1)		106.2	106.2					
15.10.330(B)(2)	RCW 64.55.060							
15.10.330(C)		111.2	111.2	R110.3				
15.10.330(D)		111.1	111.1	R110.1	111.1	102.5	102.5	102.6
15.10.330(E)		111.3	111.3	R110.4	111.3			
15.10.330(F)		111.4	111.4	R110.5	111.4	108.2	108.2	
Violations and enforcement.								
15.10.340(A)	Title 7 EMC	115.1	115.1	R114.1	114.1	116.1	116.1	
15.10.340(A)					110.2.1			
15.10.340(B)(1)		114.1	114.1	R113.1		115.1	115.1	106.1
15.10.340(B)(2)		106.3	106.3					
15.10.340(B)(3)		106.1	106.1					
15.10.340(B)(4)						115.6.3	115.6.3	
15.10.340(C)(1)		116.1	116.1		110.4.5			
15.10.340(C)(2)						115.6	115.6	
15.10.340(D)					110.4.5.4			
15.10.340(E)(1)		115.3	115.3	R114.3	114.3	116.3	116.3	
15.10.340(E)(3)					110.4.5.6			
15.10.340(E)(4)						115.6.1	115.6.1	106.6
15.10.340(E)(4)						115.6.2	115.6.2	106.5
15.10.340(F)					110.4.5.5			
Building code								
15.20.010(A)	Chapter 51-50 WAC							
15.20.010(B)	Chapter 51-50 WAC							
15.20.010(C)	Chapters 51-11C and 51-11R WAC							
15.20.010(D)	Chapter 51-55 WAC							
15.20.010(E)	Chapter 70.92 RCW							
15.20.020(A)		101.2	101.2		101.2			

Proposed EMC	Other Law	IBC	IEBC	IRC	WUIC	IMC	IFGC	UPC
15.20.020(B)		101.4.7	101.4.7			102.2.1	102.2.1	
15.20.020(C)		101.4.6	101.4.6					
15.20.020(D)					106.2			
15.20.020(E)	Chapter 70.92 RCW							
15.20.030		105.2	105.2	R105.2.2	106.3			
15.20.030(C)(2)(m)	WAC 51-50-003							
15.20.030(C)(2)(q)	WAC 51-50-003							
Residential code								
15.30.010(A)	WAC 51-51-003							
15.30.010(B)	Chapter 51-11R WAC							
15.30.010(C)	Chapter 51-55 WAC							
15.30.020(A)	WAC 51-51-01010			R101.2				
15.30.020(B)					101.2			
15.30.020(C)		101.4.6	101.4.6					
15.30.030				R105.2.2				
15.30.030				R105.2	106.3			
15.30.030(C)(2)(k)	WAC 51-51-007							
15.30.030(C)(2)(m)	WAC 51-51-007							
Mechanical code								
15.50.010	WAC 51-52-003							
15.50.020(A)		101.4.2	101.4.2			101.2		
15.50.020(B)		101.4.1	101.4.1				101.2	
15.50.020(B)(3)							101.2.1	
15.50.020(B)(4)							101.2.2	
15.50.020(B)(5)							101.2.3	
15.50.020(C)						102.9	102.9	
15.50.030						106.2	106.2	
15.50.030(C)(1)	WAC 51-52-007							
15.50.030(C)(2)							101.2.4	
15.50.030(C)(2)(c)	WAC 51-52-007							
Plumbing code								
15.60.010(A)	WAC 51-56-003							
15.60.020(A)		101.4.3	101.4.3					101.2
15.60.020(B)	Chapter 14.60 EMC							
15.60.030								104.2
Fire code								
15.70.010	WAC 51-54A-003							
15.70.020(A)	WAC 51-54A-0105	101.4.5	101.4.5					
15.70.020(B)	IFC 105.5	101.4.5	101.4.5					
15.70.020(C)	WAC 51-54A-0105							
15.70.030(C)	WAC 51-54A-007							
Property maintenance code								
15.80.020(A)		101.4.4	101.4.4					
15.80.030(A)					101.6	102.3	102.3	102.3

Proposed EMC	Other Law	IBC	IEBC	IRC	WUIC	IMC	IFGC	UPC
Appeals								
15.90	RCW 19.27.700							
15.90	RCW 19.27.710							
15.90	RCW 19.27.720							
15.90	RCW 19.27.740							
15.90	Chapter 2.40 EMC	113.1	113.1	R112.1	113.1	113.1	113.1	107.1
15.90	Chapter 2.40 EMC	113.2	113.2	R112.2	113.2	113.2	113.2	107.2
15.90	Chapter 2.40 EMC	113.3	113.3	R112.3	113.3	113.3	113.3	
15.90	Chapter 2.40 EMC	113.4	113.4	R112.4	113.4	113.4	113.4	
Employee Indemnification Policy (Existing EMC)								
Chapter 2.45 EMC		104.8.1	104.8.1	R104.8.1	104.3.1	104.8.1	104.8.1	
Annual Permits								
Deleted.		105.1.1	105.1.1			106.1.1	106.1.1	
Deleted.		105.1.2	105.1.2			106.1.2	106.1.2	
Effective date and severability clauses.								
Ordinance - Effective date.	WAC 51-50-008							
	WAC 51-50-009							
	WAC 51-51-008							
	WAC 51-52-008							
	WAC 51-54A-008							
	WAC 51-56-008							
Ordinance - Severability.		102.5	102.5	R102.6	102.5	101.4	101.5	101.5
Code Enforcement (Existing EMC)								
Title 7		114.2	114.2	R113.2		115.2	115.2	106.2
Title 7		114.3	114.3	R113.3	110.4.6	115.3	115.3	
Title 7		114.4	114.4	R113.4	110.4.7	115.4	115.4	106.3
Title 7		115.2	115.2	R114.2	114.2	116.2	116.2	106.4
Title 7		115.4	115.4	R114.4	114.4	116.4	116.4	
Title 7		116.2	116.2		110.4.5.1			
Title 7		116.3	116.3		110.4.5.2			
Title 7		116.4	116.4		110.4.5.2.1			
Title 7		116.5	116.5					
Title 7					110.2.2			
Title 7					110.4			
Title 7					110.4.1			
Title 7					110.4.2			
Title 7					110.4.3			
Title 7					110.4.4			
Title 7					110.4.5.3			
Title 7					110.4.8	115.5	115.5	
Title 7					110.4.5.3.1			
Title 7								102.5