



**CITY OF EDGEWOOD
REGULAR COUNCIL MEETING AGENDA**

Tuesday, May 13, 2025 – 7:00 PM ♦ City Hall – 2224 104th Avenue East ♦ Edgewood, WA
Meeting Link: <https://cityofedgewood-org.zoom.us/s/86916509308>

1. CALL TO ORDER

2. PUBLIC HEARING

A. AB25-064 - Interim Zoning Ordinance

3. AUDIENCE COMMENT

4. MAYOR'S REPORT

5. PRESENTATION

A. Middle Housing, ADU, and Residential Parking Code Updates

6. 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. April 22, 2025, Regular Council Meeting Minutes

B. AB25-065- a motion approving May 2025 Budgeted Expenditures as follows: AWC Employee Benefit Trust; Deferred Compensation Program; Payroll Direct Deposit; Department of Retirement Systems; and IRS 941 in the amount of \$188,803.84 and Vendor Check Numbers 26468 through 26482, with EFT and Direct Pay Payments in the amount of \$483,872.55 and Check Voids in the amount of (\$50.00). Total distributions submitted for review and authorization in the amount of \$672,626.39.

7. COUNCIL BUSINESS

A. AB25-0772 - Resolution 25-0772 Kiwanis Plant Sale TUP

8. COUNCIL COMMENTS

9. ADJOURN



City Of Edgewood Council Agenda Summary Sheet

Subject: AB25-064 - Interim Zoning Ordinance	Agenda Item #: 2.A						
	For Agenda of: 5/13/2025						
	Prepared by: Jeremy Metzler						
Attachments (list): - ORDINANCE 25.0676, ADOPTING AN INTERIM ZONING CONTROL ORDINANCE TO AMEND TITLE 18 OF THE EMC - Presentation - Interim Zoning Ordinance PH							
<table><tr><td>Approval of Materials: Jeremy Metzler Rachel Pitzel, Assistant City Administrator Dave Olson, Mayor</td><td>Expenditure Required: N/A</td></tr><tr><td>5/8/2025 5/8/2025</td><td>Amount Budgeted: N/A</td></tr><tr><td></td><td>Timeline: 03/25/2025 RCM 05/13/2025 RCM PH 06/09/2025 Planning Commission 07/14/2025 Planning Commission 08/05/2025 SS (tentative)</td></tr></table>		Approval of Materials: Jeremy Metzler Rachel Pitzel, Assistant City Administrator Dave Olson, Mayor	Expenditure Required: N/A	5/8/2025 5/8/2025	Amount Budgeted: N/A		Timeline: 03/25/2025 RCM 05/13/2025 RCM PH 06/09/2025 Planning Commission 07/14/2025 Planning Commission 08/05/2025 SS (tentative)
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Summary Statement: The City Council adopted an updated Comprehensive Plan in December 2024, which includes updates to several goals and policies regarding development in the Town Center and Commercial zoning districts. Since this update, City staff have received an increased frequency of inquiries regarding potential single-use residential developments along Meridian Ave E (SR 161), and the vesting of such developments under existing regulations could permanently alter the intended non-residential character of these zoning districts. Therefore, the City Council recognized Edgewood Municipal Code (EMC) Section [18.80.080](#) required immediate attention in order to implement the updated goals and policies contained in the Comprehensive Plan and remain compliant with the Growth Management Act (GMA), adopting Ordinance 25-0676 on March 25, 2025.

The critical items addressed therein are summarized as follows:

- Clarifies the purpose of the Town Center (TC), Commercial (C), and Business Park (BP) zoning districts
- Prohibits single-use residential projects in the TC and C zoning districts
- Prohibits all new residential projects in the BP zoning district
- Continues allowing single- and mixed-use residential in the Mixed Use Residential (MUR) zoning district
- Requires all properties in these zoning districts that abut arterial roadways (Meridian Ave E, Emerald St E, 8th St E, 24th St E) to develop permissible non-residential uses within 200 feet of said roadway, while allowing for mixed use (residential and commercial) if 50% of the building footprint area (ground floor) is a commercial use
- Removes the ability to simply "preserve", or set aside, the required frontage area "for future retail or

office type commercial uses"

- Removes the allowance for vertical mixed use projects to develop ground floor residential if converted to commercial within three years of occupancy (not utilized)

To adequately preserve said frontages for non-residential development and thoroughly analyze permanent regulations, the City Council believes an interim development regulation is necessary (pursuant to [RCW 36.70A.390](#)) to allow adequate time for the City to adopt permanent development regulations. [RCW 36.70A.390](#) authorizes the City Council to adopt an interim zoning control ordinance for one (1) or more six (6) month periods without first holding a public hearing on the proposed interim zoning control ordinance, so long as a public hearing is held within 60 days of its adoption. Tonight's public hearing is for this purpose.

Finally, the City is authorized under [RCW 35A.63.220](#) and [36.70A.390](#) to pass an interim zoning and official control ordinance for up to one (1) year if a work plan is developed for related studies providing for such a longer period. Staff is prepared to begin working with the Planning Commission as early as June to review this interim ordinance, consider modifications, and prepare a recommendation to the City Council regarding the adoption of permanent regulations, conducting public hearings as may be necessary or desirable. While not expected to take the full year, the adopted ordinance allows for up to one year to allow for unforeseen procedural delays and the City's obligations to adopt other state-mandated regulations that need to be reviewed and adopted by June 30, 2025.

Item History:

03/25/2025 RCM [Materials](#) and [Recording](#)

Recommended Action:

Public Hearing Only to receive public comment on the proposed **AB25-064** - Interim Zoning Ordinance

Fiscal Note/Consideration:

N/A

ORDINANCE NO. 25-0676

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF EDGEWOOD, WASHINGTON, ADOPTING AN INTERIM ZONING CONTROL ORDINANCE TO AMEND TITLE 18 OF THE EDGEWOOD MUNICIPAL CODE REGARDING NON-RESIDENTIAL DEVELOPMENT WITHIN THE TOWN CENTER, COMMERCIAL, MIXED USE RESIDENTIAL AND BUSINESS PARK ZONING DISTRICTS FOR A PERIOD OF ONE YEAR; ESTABLISHING A DATE FOR A PUBLIC HEARING; DECLARING AN EMERGENCY; PROVIDING FOR SEVERABILITY; AND PROVIDING THAT THE INTERIM REGULATIONS WILL TAKE EFFECT IMMEDIATELY UPON PASSAGE

WHEREAS, the adoption of land use and zoning regulations is a valid exercise of the City's police power and is specifically authorized by Revised Code of Washington (RCW) 35A.63.100; and

WHEREAS, within the express terms of the Growth Management Act, the Washington State Legislature has specifically conferred upon the governing bodies of Washington cities the right to establish and adopt interim development regulations; and

WHEREAS, local project review processes are governed by Chapter 36.70B RCW; and

WHEREAS, the City has experienced a substantial increase in inquiries for single-use residential developments in the Town Center, Commercial, Mixed-Use Residential, and Business Park zoning districts, which are inconsistent with the recently adopted Comprehensive Plan and threaten to permanently alter the intended non-residential character of these zones if not addressed immediately; and

WHEREAS, the City must amend portions of the development code in Title 18 of the Edgewood Municipal Code (EMC) as soon as practical in order to comply with provisions of the recently adopted Comprehensive Plan and preserve frontages in these zones for non-residential development; and

WHEREAS, while the City's Comprehensive Plan was adopted in December 2024, City staff have not yet been able to initiate critical development regulation updates needed to implement the plan due to other state-mandated regulations with imminent deadlines and limited staff availability; and

WHEREAS, the City Council has determined that to adequately preserve said frontages for non-residential development and thoroughly analyze permanent regulations, interim development regulations adopted under the provisions of RCW 36.70A.390 are necessary to allow adequate time for the City to adopt permanent development regulations; and

WHEREAS, failure to adopt interim zoning controls immediately would result in the acceptance and processing of applications under outdated regulations, potentially leading to vested rights that would prevent the City from implementing the Comprehensive Plan's intended land use policies, thereby threatening the long-term economic viability of these zoning districts; and

WHEREAS, the City is authorized under RCW 35A.63.220 and 36.70A.390 to pass an interim zoning and official control ordinance for up to one (1) year if a work plan is developed for related studies providing for such a longer period; and

WHEREAS, City Staff have developed a work plan for related studies and such work plan is specified below; and

WHEREAS, RCW 36.70A.390 authorizes the City Council to adopt an interim zoning control ordinance for one (1) or more six (6) month periods without first holding a public hearing on the proposed interim zoning control ordinance so long as a public hearing is held within at least 60 days after its adoption; and

WHEREAS, the City Council has scheduled a public hearing regarding the adopted interim zoning ordinance on May 13, 2025; and

WHEREAS, the increasing demand for residential development in the City causes an emergency which necessitates that this ordinance become effective immediately in order to preserve the public health, safety, and welfare and also requires action prior to the preparation of a State Environmental Protection Act (SEPA) threshold determination pursuant to WAC 197-11-880; and

WHEREAS, the City Council considered this Ordinance during its regular City Council meeting of March 25, 2025;

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

Section 1. Findings Adopted. The "Whereas Clauses" set forth in the recitals of this Ordinance are hereby adopted as the findings and conclusions of the City Council for passing this Ordinance.

Section 2. EMC 18.80.080, Amended. EMC Section 18.80.080, Town Center, Commercial, Mixed Use Residential and Business Park zoning districts, is hereby amended as shown in Exhibit A attached and incorporated by this reference.

Section 3. Duration of Interim Zoning Controls. The interim zoning and official controls approved by this Ordinance shall be effective immediately upon passage of this ordinance and continue in effect for a period of one (1) year, commencing on March 25, 2025, and ending on March 25, 2026, unless extended or modified by City Council or unless a final ordinance is adopted amending the Edgewood Municipal Code before March 25, 2026.

Section 4. Public Hearing. Pursuant to RCW 35A.63.220 and RCW 36.70A.390, the City Council shall hold a public hearing to accept public testimony on this interim ordinance within sixty (60) days of its adoption. The Council shall hold this hearing at Edgewood City Hall on May 13, 2025, at 7:00 pm or as soon as possible thereafter. After the public hearing, the City Council may adopt additional legislative findings in support of this Ordinance and/or otherwise modify the provisions of this Ordinance.

Section 5. Adoption of Work Plan. Within the next six (6) months following the passage of this Ordinance, the Edgewood Planning Commission is hereby directed to review the permanent regulations and to make a recommendation on whether said regulations, or some modification thereof, should be permanently adopted. The Edgewood Planning Commission is directed to complete its review, to conduct such public hearings as may be necessary or desirable, and to forward its recommendation to City Council.

Section 6. Transmittal to Commerce. Pursuant to RCW 36.70A.106, the Community Development Director is hereby directed to transmit this ordinance to the Washington State Department of Commerce for review, as may be required or desired.

Section 7. Corrections. The City Clerk and codifiers of this Ordinance are authorized to make necessary corrections to this ordinance including, but not limited to, the correction of scrivener/clerical errors, references, ordinance numbering, section/subsection numbers for the purposes of codification, and any other references thereto.

Section 8. Severability. If any section, sentence, clause, or phrase of this Ordinance or any municipal code section amended hereby should be held to be unconstitutional or unlawful 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 or the amended municipal code section.

Section 9. Effective Date. The City Council hereby finds and declares that without immediate action, single-use residential projects may be vested under existing regulations before necessary zoning amendments can be adopted, permanently altering the intended non-residential character of the Town Center, Commercial, and Business Park zoning districts. The inability to implement these zoning controls before new development applications are processed threatens the City's ability to maintain compliance with its Comprehensive Plan and protect critical commercial corridors, thereby creating an emergency necessitating immediate action. This ordinance shall become effective immediately upon passage by at least a majority plus one of the full City Council. The City Clerk is directed to publish a summary of this ordinance at the earliest possible publication date.

ADOPTED THIS 25TH DAY OF MARCH, 2025.



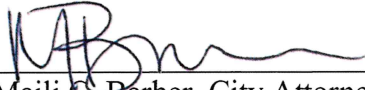
Dave Olson, Mayor

ATTEST/AUTHENTICATED:



Jill Schwerzler-Herrera, CMC
City Clerk

APPROVED AS TO FORM:



Maili C. Barber, City Attorney

Published: March 28, 2025

Effective Date: March 25, 2025

18.80.080 Town Center, Commercial, Mixed Use Residential and Business Park zoning districts.

A. Applicability. This section establishes development standards for the Town Center, Commercial, Mixed Use Residential and Business Park zoning districts. All standards contained in other chapters of the Edgewood Municipal Code shall apply unless specifically modified by the standards contained in this section. Where a conflict exists between code standards, the specific standards contained in this section shall control.

B. Purpose.

1. The Town Center (TC) zoning district is envisioned as the heart of Edgewood, reflecting a unique local character and rural roots. Borrowing from traditional town development patterns and forms, the TC is envisioned as the most walkable area of the city, with a mix of multistory and single-story buildings framing the street and other public spaces. The TC zone accommodates a range of compatible uses emphasizing a variety of vertical and horizontal mixed use development, blending pedestrian-oriented retail, multifamily residential, senior housing and civic uses. The TC zone complements local traffic, bicycle, and pedestrian circulation and provides connectivity to public open spaces.
2. The Commercial (C) zoning district accommodates a wide range of commercial development, including large format retail, auto-oriented uses, and regional scale commercial uses. Development standards seek to balance the needs of the pedestrian with those of the automobile and are flexible to accommodate a wide range of uses and forms. This area provides a visual and functional transition to the Town Center and adjacent zones and assures that there is ample area to accommodate potential economic development opportunities. While commercial development is emphasized, this zone also allows mixed-use development that may combine commercial uses with multifamily housing.
3. The Mixed Use Residential (MUR) zoning district accommodates a range of medium density residential housing types to meet consumer preferences, changing household sizes and market demands. A mix of land uses is allowed including some commercial uses and professional office uses to provide diverse economic development opportunities, while maintaining neighborhood compatibility. This zone provides a visual and functional transition to areas of more intensive development and adjacent residential neighborhoods. Within the Meridian Corridor, achieving a high level of connectivity with streets, pedestrian and bicycle routes both within this district and to the adjoining TC district is a major goal.
4. The Business Park (BP) zoning district accommodates a wide range of employment and commercial uses, including professional office, retail, and light industrial uses, as well as senior housing as a mixed use. Development standards seek to accommodate a wide range of business, while ensuring an urban design that is compatible with adjacent zones. Significant landscaping is emphasized in this zone, both for aesthetic appeal and as a tool to ensure greater compatibility between a wide range of uses. Residential uses are not allowed in the BP zoning district.

C. Permitted Uses. For permitted uses within the Town Center, Commercial, Mixed Use Residential, and Business Park zoning districts see EMC 18.70.050 Table 1, Land Use Table.

D. Development Standards. This subsection establishes the development standards that apply to the zones described. Please note that the provisions below include both minimum and maximum standards, as well as certain standards, such as height and floor area ratio, that may be modified up to the limits stated herein if certain development intensity bonus options elements (as provided for in Table 2) are included in the proposal.

Table 1: Development Standards

Standards	TC	C	MUR	BP
Maximum Height (without Any Bonus)	45 feet	35 feet	35 feet	35 feet
Maximum Height (with FAR Bonus)	57 feet (minimum 3:1 FAR)	45 feet (minimum 1.5:1 FAR)	35 feet	35 feet

Standards	TC	C	MUR	BP
Maximum Residential Net Density (1)(3)(14)	Controlled by maximum height, FAR and building code	48 D.U./acre	48 D.U./acre (1)	N/A
Minimum Residential Net Density (1)(3)	24 D.U./acre	24 D.U./acre	10 D.U./acre	N/A
Minimum Lot Frontage Occupied by a Building	50%	35%	35%	Meridian: 25% Other: None
Minimum Setback to TC, C, MUR or BP Zones (8)	None	None	None (9)	None, except 20 feet for light industrial
Minimum Setbacks to Zones Other Than TC, C, MUR or BP (10)	25 feet	25 feet	20 feet	25 feet
Maximum Floor Area Ratio (FAR) with Bonus Features (11)	4:1	3:1	2:1 (12)	2:1
Maximum Floor Area Ratio (FAR) without Bonus Features (13)	1:1	0.5:1	0.5:1 (12)	0.5:1
Maximum Hard Surface Area (Including Lot Coverage)	90%	85%	75%	80%
Maximum Effective Impervious Surface (14)	75%	70%	60%	65%

Table 1: Development Standards Exceptions and Notes.

(1) New residential uses are not allowed in the Business Park zone. Residential uses are only allowed in the Town Center and Commercial zones if they are part of mixed use project. Maximum Residential Net Density for projects in the Mixed Use Residential zone without a mixed use is 24 D.U./acre.

(2) Reserved

(3) All properties fronting arterial roadways (principal and minor) must develop permissible non-residential uses within 200 feet of said roadway. If part of a mixed use project, a minimum of 50 percent of the building footprint area within 200 feet of said roadway must contain a permissible commercial use, unless otherwise approved by the director to meet the purpose and intent of the underlying zone.

(4) Reserved

(5) Reserved

(6) Reserved

(7) Reserved

(8) Setbacks may be necessary to accommodate utility easements or to accommodate required landscaping.

(9) Setbacks for single-family detached dwellings shall be as follows:

- (a) Front yard/street setback: 15 feet.
- (b) Garage setback: 20 feet.
- (c) Principal arterial and state highway setback: 25 feet.
- (d) Rear yard setback: 10 feet.

(e) Interior setback: five feet or shall meet the minimum fire separation required per the International Fire Code (IFC) as adopted by the city of Edgewood.

(10) Twenty-foot setback required from any public property other than a street. Parks, open space, or stormwater ponds may be reduced or exempt from this requirement as determined by the community development director and public works director. Any reduction or exemption from this requirement must be supported by the City's comprehensive plan and capital improvement plan, as adopted.

(11) See Table 2: Development Intensity Bonus Options necessary to achieve maximum FAR.

(12) FAR does not apply to single-family detached dwelling or cottage housing.

(13) There is no minimum FAR in the TC, C, MUR or BP zones.

(14) Director and city engineer may establish administrative rules for allowing partial credit for pervious paving materials.

The following optional features may be used alone or in combination to increase the allowed height and floor area ratio (FAR) up to the maximum limits identified in Table 1 (subsection (D) of this section). Table 2 below identifies the allowed FAR bonus and any additional requirements pertaining to the described bonus feature.

Table 2: Development Intensity Bonus Options

Bonus Feature	FAR Bonus	Description, Additional Requirements and Limitations
1. Parallel Road Network	1.5	Dedication and construction of those portions of the adopted parallel road network that are within or adjacent to the subject property. Design shall be consistent with the adopted street standards, including, but not limited to, travel lanes, on-street parking, landscaping and sidewalk.
2. Significant Public Plaza or Public Green Space	1.25	Available in the Town Center district only, and at the discretion of the director. Location and design shall be consistent with Town Center and Meridian Avenue Corridor master plan, and, if possible, complementary to any planned public plaza or development. Must be a minimum of five percent of the interior floor area of the development and no less than 1,500 square feet. This bonus must be in addition to any pedestrian-oriented space as required in subsection (F) of this section and EMC 18.95.030 or as required by any underlying land use approval. Plazas and green spaces shall incorporate LID to the maximum extent feasible (per Minimum Requirement No. 5 of the PCM).
3. Through Block Connection or Alley Enhancement	1.0	A pedestrian walkway and accompanying landscaping that shall be at least 15 feet wide and extend along a property line or through a site to allow the public to pass from one street to another street or an alley. The surface shall consist of stone, unit pavers, textured concrete, permeable pavement, or other material approved by the community development director or designee, with pedestrian scale lighting at least every 50 feet. Walkways and landscaping shall incorporate LID to the maximum extent feasible (per Minimum Requirement No. 5 of the PCM).
4. Mixed Use Development	1.0	Ground floor commercial with minimum of 12 feet in height measured from finished floor to finished ceiling and residential uses on upper floors at or above minimum residential density. Note additional required standards for pedestrian-oriented ground floor commercial in No. 8 below shall also apply.
5. Structure Parking, Below Grade	1.0	At least 80 percent of the parking shall be contained within a structure that is below grade.
6. Affordable Housing	1.0	For all new development within the Town Center, total square footage may be increased by two square feet for every one square foot of affordable housing (for a maximum of 1.0 FAR in bonus) provided an affordable housing plan (AHP) is developed and submitted to the director for review and approval. The developer shall commit to implementing the AHP as a part of a signed comprehensive development

Bonus Feature	FAR Bonus	Description, Additional Requirements and Limitations
		agreement with the city. This agreement shall be reviewed by a housing consultant or nonprofit group at the expense of the applicant with recommendations made to the director prior to any city commitment to that agreement.
7. Other Public Plaza or Public Green Space	0.75	Location and design shall be consistent with Town Center and Meridian Avenue Corridor master plan and any planned public plaza or development. Must be a minimum of two percent of the interior floor area of the development and no less than 500 square feet. This bonus must be in addition to the minimum pedestrian-oriented space requirement in subsection (F) of this section and EMC 18.95.030. Plazas and green spaces shall incorporate LID to the maximum extent feasible (per Minimum Requirement No. 5 of the PCM).
8. Ground Floor Pedestrian-Oriented Commercial	0.75	Ground floor commercial with minimum of 12 feet in height measured from finished floor to finished ceiling. Buildings shall include windows with clear vision glass on at least 50 percent of the area between two and 12 feet above grade for all ground floor building facades that are visible from an abutting street. Weather protection with a minimum of six feet in depth shall be provided over sidewalks and pedestrian connections on 80 percent of the length of the building frontage.
9. Structured Parking, At Grade or Above Grade	0.75	At least 80 percent of the parking shall be contained within a structure. The structure may be part of the building or a separate structure. The structure shall be designed to minimize visibility of the parking area from the street. The street level floor shall be mixed use.
10. LEED Gold Certification (or Better)	0.75	As certified by the USGBC. Applicant is responsible for providing LEED precertification submittal documentation and annotated checklist to the city. City will review documentation at the applicant's expense. If accepted, the city will make this a condition of approval of the subsequent building permit.
11. Multi-Modal Pathway	0.5	A pathway for the movement of pedestrians and bicyclists that is consistent with the Town Center and Meridian Avenue Corridor master plan, transportation plan, and city's parks and recreation plan and approved by city staff. Pathways shall incorporate LID to the maximum extent feasible (per Minimum Requirement No. 5 of the PCM).
12. Public Meeting Room	0.5	Available in the Town Center district only. A room available to the community for meetings and events. The size shall be a minimum of 500 square feet, with windows on at least one side and shall be directly accessible from the outside or by a controlled lobby that allows public access.
13. LEED Silver Certification	0.5	As certified by the USGBC. Applicant is responsible for providing LEED precertification submittal documentation and annotated checklist to the city. City will review documentation at the applicant's expense. If accepted, the city will make this a condition of approval of the subsequent building permit.
14. Water Feature	0.25	A decorative water feature shall be equivalent to at least one percent of the project's construction cost and shall be directly accessible and visible to the public by being adjacent to a plaza, sidewalk, pathway or through-block connection. Documentation shall be provided of construction value and the cost of the water feature.
15. Exterior Art Element	0.25	Exterior art element shall be equivalent to at least one percent of the total value of the project's construction cost. Such elements include but are not limited to sculptures, bas-reliefs, metalwork and murals. Documentation shall be provided of the construction value and the value of the art as appraised by an art appraiser. Art elements shall be visible to the public at all times and will be reviewed and approved by an arts body designated by the city.

E. Design Standards.

1. Site and Building Design. Site and building design standards shall be required for all development as set forth in Chapter 18.95 EMC. Where the standards in Chapter 18.95 EMC conflict with the standards in this section, the development standards contained in this section shall control.

2. Street Design. Location, design and configuration of all streets shall be in accordance with the adopted street standards contained in EMC Title 12, Streets, Sidewalks and Public Places.

F. Open Space Requirements.

1. **Applicability.** New development within the Town Center (TC), Business Park (BP), Commercial (C), and Mixed Use Residential (MUR) zoning districts shall be required to meet the open space requirements in this subsection.
2. **Numeric Standards.** All new development shall provide accessible public space equivalent to one and one-half percent of the gross floor area of all structures. The design and location of public spaces shall consider the design and location of public spaces on adjacent properties and if feasible shall be oriented and connected to those spaces pursuant to the concepts presented in the Town Center and Meridian Corridor master plan.
3. If it can be demonstrated by the applicant to the satisfaction of the director that a required public space is adjacent to, integrated with and can be accessed from a public space on an adjoining property, this requirement may be reduced to one percent of gross floor area.
4. All required public spaces shall be oriented towards, and have direct connections (both physical and visual) to, a public street.
5. Where public spaces are integrated into new development, or where new development abuts an existing or planned public plaza, the primary building entrance shall be oriented towards or connected to that plaza.

G. Landscaping.

1. **Applicability.** The requirements of EMC 18.90.090 shall apply to the TC, C, MUR and BP zones, except as provided in this subsection. Please also see Chapter 18.95 EMC for applicable design standards. Where landscape regulations in this section conflict with the provisions in EMC 18.90.090 or Chapter 18.95 EMC, the regulations in this subsection shall control. Please note: Where this section is silent on a specific requirement, such as irrigation requirements or minimum standards for plantings, the standards contained in EMC 18.90.090 and 18.95.050 shall apply. The standards contained in EMC 18.90.090(G) (Landscaping Types) are specifically modified by this subsection and the standards contained in EMC 18.90.090(H) (Landscaping Regulations by Zoning Districts) do not apply to TC, C, MUR and BP zones.
2. **Street Frontages.** In addition to landscape standards contained below, five percent of the total area between the building facade and the curb shall be landscaped. Within the BP zoning district 10 percent of the total area between the building facade and curb shall be landscaped. This shall be in addition to street trees and landscaping provided in public spaces and parking lots that are required in other subsections.
 - a. Required landscaping may be planted within planting areas surrounding trees, in raised planters, and on vegetative walls mounted to the ground-level building facade. Landscaping shall incorporate LID systems to the maximum extent feasible (per Minimum Requirement No. 5 of the PCM).
 - b. Where a building or portion of a building is located more than 10 feet from a public sidewalk or usable public space, all area between the building and the public sidewalk that is not used for vehicle or pedestrian access, circulation, parking or seating shall be landscaped.
 - c. Potted landscape material may be substituted for required landscaping in areas designed for outdoor eating with the approval of the department.
3. **Public Spaces.** A minimum of 15 percent of the total area of a public space, such as a courtyard or plaza, shall be landscaped.
4. **Surface Parking Areas.** Surface parking areas shall be landscaped as set forth in EMC 18.90.090.
5. **Street Frontages.** Street frontage design and landscaping shall be provided as contained in Chapter 18.95 EMC and EMC Title 12, Streets, Sidewalks and Public Places.
6. **Landscape Buffers – Standards and When Required.**
 - a. Development in the TC, C and MUR zoning districts shall provide a minimum 20-foot Type IV landscape buffer where they abut Single-Family zoning districts or 15 feet of Type I landscaping where

they abut Mixed Residential or Public zoning districts. The director may waive or modify this requirement for pedestrian-oriented development adjacent to the Public zoning district where consistent with the purpose of this section.

b. Development in the BP zoning district shall provide a minimum 25-foot Type IV landscape buffer where it abuts Single-Family or Public zoning districts. In addition, 15 feet of Type I landscaping shall be provided between adjacent BP zoned properties.

c. Commercial or light industrial development in the C and MUR zoning districts shall provide a minimum 10-foot-wide Type I landscape buffer adjacent to the TC zoning district. The director may waive this requirement for pedestrian-oriented commercial development that includes a minimum of 50 percent of the lot frontage occupied by a building. Landscaping for surface parking areas shall still apply.

d. A minimum of a 10-foot Type I landscape buffer shall be provided between more intensive zones and the MUR, and along abutting properties in the MUR district. The director may waive or modify this requirement for pedestrian-oriented commercial development that includes a minimum of 50 percent of the lot frontage occupied by a building or for abutting residential development in the MUR zone in common ownership. Required landscaping for surface parking areas is required in accordance with EMC 18.90.090 and Chapter 18.95 EMC.

7. Special Landscaping in the Business Park (BP) Zone. In order to achieve the urban design intent and provide an environment suitable to a wide range of employment uses, a minimum of 20 percent of the total site area in the BP zone shall be landscaped.

8. Tree Preservation and Protection Standards.

a. Significant tree identification and preservation and/or replacement shall be required as set forth in EMC 18.90.180, Tree preservation. Mixed-use development shall be considered commercial development for the purposes of the tree preservation.

b. The director shall have the authority to reduce the required tree replacement ratio where such requirement would conflict with the urban design intent of this section and applicable design provisions of Chapter 18.95 EMC.

c. If the standards contained in Chapter 18.95 EMC are modified, the director shall at a minimum ensure that representative native vegetation is retained or replanted totaling at least five percent of the site area and that such landscaping is provided in excess of the requirements contained in this section.

H. Parking, Access and Circulation.

1. Applicability. Parking facilities and access drives shall be designed in accordance with EMC 18.90.130, except as provided below.

a. Where a conflict exists between the standards contained in EMC 18.90.130 and the standards contained in this section, the standards contained in this section shall control.

b. If this subsection does not specify a parking requirement for a land use, the director shall establish the minimum requirement based on a study of anticipated demand as provided in EMC 18.90.130(C)(8).

2. Purpose. The purpose of this subsection is to provide adequate parking for all allowed uses; to reduce demand for parking by encouraging alternative transportation such as rideshare, public transit, bikes and pedestrian mobility; to promote a “park once and walk” strategy and to ensure the location and design of parking facilities is consistent with urban design and economic development goals.

3. Parking Location.

a. Site design, including parking lot and building location, shall comply with the minimum lot frontage requirements in subsection (D) of this section.

- b. A parking lot shall not be located on a corner where two streets intersect.
- c. Within the TC zone, a parking lot shall not be located between the principal building and the street, adjacent to a park or open space or at a street terminus.
- d. Within the TC zone, parking structures shall contain ground level commercial uses.
- e. Within the C, MUR and BP zones, parking structures that front on a street that are not part of a residential or mixed use building shall contain ground level commercial uses.

4. **Parking Facility Design and Integration.** It is the city's intent to encourage the integration and connection of parking facilities, including shared parking and physical connections between parking facilities in adjoining developments. Applicants shall demonstrate how they meet this objective, including shared parking, or document why it is not feasible to do so. Please see Chapter 18.95 EMC, Design Standards, for additional urban design requirements for parking facilities.

5. **Minimum Parking Requirements.** Except as provided in subsection (H)(9) of this section, off-street parking areas shall contain the minimum number of parking spaces as stipulated in EMC 18.90.130(G). Please note that maximum parking requirements as contained in subsection (H)(10) of this section also apply.

6. **Loading Areas.** Please see EMC 18.90.130(D).

7. **Disabled Parking.** Please see Chapter 19.27 RCW, State Building Code, and Chapter 70.92 RCW, Public Buildings – Provisions for Aged and Disabled.

8. **Bike Parking.** In any development required to provide six or more parking spaces, bicycle parking shall be provided. Bicycle parking shall be bike rack or locker-type facilities unless otherwise specified.

- a. One bicycle parking space shall be provided for every 12 motor vehicle parking spaces, except as follows:
 - i. The director may reduce bike rack parking facilities for patrons when it is demonstrated that bicycle activity will not occur at that location.
 - ii. The director may require additional spaces when it is determined that the use or its location will generate a high volume of bicycle activity. Such a determination shall include but not be limited to the following uses: park, library, museum, school, sports club or retail business located along a developed trail or designated bicycle route.
- b. Bicycle parking shall be located within 100 feet of the principal building and directly adjacent to a sidewalk or pedestrian walkway that connects directly to building entrance(s).
- c. Bicycle frame or wheels to be locked to a structure attached to the pavement.
- d. All bicycle parking and storage shall be located in safe, visible areas that do not impede traffic flow and shall be well lit for nighttime use.
- e. When more than 15 people are employed on site, bicycle storage facilities for employees shall be provided. The director shall allocate the required number of parking spaces between bike rack parking and enclosed locker-type facilities.
- f. One secured bicycle storage space shall be provided for every two dwelling units in attached single-family and multifamily units, unless individual garages are provided for every unit. The director may reduce the number of bike rack parking spaces if indoor storage facilities are available to all residents.

9. **Parking Reductions.** The amount of off-street parking required by subsection (H)(5) of this section may be reduced by an amount determined by the director pursuant to the provisions below.

a. Car Share Parking. Required parking for multifamily residential developments (or the residential portion of mixed use developments) containing more than 30 units may be reduced by three spaces for each one dedicated car share space. A signed agreement between the property owner and car share provider must be submitted for approval of the parking reduction.

b. Shared-Use Parking. Developments may receive a reduction in required parking of up to 20 percent of the minimum parking requirements, provided:

i. The total parking area exceeds 5,000 square feet;

ii. The parking facilities are designed and developed as a single on-site common parking facility, or as a system of on-site and off-site facilities, if all facilities are connected with improved pedestrian facilities and no building or use involved is more than 800 feet from the most remote shared facility;

iii. The total number of parking spaces in the common parking facility is not less than the minimum required spaces for any single use;

iv. The director may increase the reduction where compelling evidence is provided in a parking study submitted by the applicant that the proposed reduction is warranted. See criteria in EMC 18.90.130;

v. A covenant or other contract for shared parking between the cooperating property owners is approved by the director. This covenant or contract must be recorded with the Pierce County auditor's office as a deed restriction on both properties and cannot be modified or revoked without the consent of the director; and

vi. If any requirements for shared parking are violated, the affected property owners must provide a remedy satisfactory to the director or provide the full amount of required off-street parking for each use, in accordance with the requirements of this chapter, unless a satisfactory alternative remedy is approved by the director.

c. Transit Availability. The director may reduce the number of required off-street parking spaces when one or more scheduled transit routes provide service within 750 feet of the site. The amount of the reduction shall be based on the number of scheduled transit runs between 7:00 to 9:00 a.m. and 4:00 to 6:00 p.m. each weekday up to a maximum reduction of two percent for each transit run up to a maximum of 20 percent.

10. Maximum Parking Requirements. Please see EMC 18.90.130(G).

11. Transit Facilities. All development shall provide transit facilities as provided in EMC 18.90.130(E)(2).

12. Parking Stall and Aisle Design and Access. Please see EMC 18.90.130(C)(5).

INTERIM ZONING ORDINANCE 25-0676 PUBLIC HEARING

May 13, 2025, City Council Regular Meeting

Jeremy Metzler, PE, Community Development Director



EDGEWOOD
Washington

AGENDA

- What is the problem?
- What does this Ordinance do?
- Details and examples
- Next Steps



WHAT IS THE PROBLEM?



- Comprehensive Plan adopted in December 2024
- Several development goals and policies for Town Center (TC), Commercial (C), Mixed-Use Residential (MUR), and Business Park (BP) zoning districts were updated
- Staff receiving increased frequency of inquiries for single-use residential developments along Meridian Ave E (SR 161)
 - Garden-style Apartments and Townhomes
- Immediate action was needed to preserve the intended non-residential character of frontages in TC, C, MUR and BP zones
- City Council adopted Ordinance 25-0676 on March 25, 2025

WHAT DOES THIS ORDINANCE DO?



- Clarifies purpose of TC, C, and BP zoning districts
- Prohibits single-use residential projects in TC and C zones
- Prohibits all new residential projects in the BP zone
- Continues allowing single- and mixed-use residential projects in the MUR zone
- Removes ability to simply "*preserve*", or set aside, the required frontage area "*for future retail or office type commercial uses*"
- Removes allowance for vertical mixed-use projects to develop ground floor residential if converted to commercial within three years of occupancy (*has not been utilized by any applicants*)

MORE DETAIL ABOUT NON-RESIDENTIAL



- Current code allows single-use residential (*apartments without commercial*) on small parcels (*less than 3 acres*) in the TC zone
- Code only requires a 150-foot setback of single-use residential on larger projects (*3 acres or more*) in TC and C zones, and still allows up to 70% of the setback area to become residential
- This Ordinance requires all properties in the TC, C, MUR and BP zones on arterial roadways (*Meridian, Emerald, 8th, 24th*) to develop permissible non-residential uses within 200 feet of the road, while allowing for mixed-use (*residential and commercial*) if 50% of the building footprint (*ground floor*) is commercial

SOME EXAMPLES – IS 150FT ENOUGH?



Recent Set-Aside



Existing Pad Site



Another Existing Site



WHAT DOES 50% LOOK LIKE?



Example 1



48% Building Frontage
Total Footprint: 6,000sf
At least 3,000sf of non-residential required

43% Frontage
Total Footprint: 16,000sf
At least 8,000sf of non-residential required

Example 2



NEXT STEPS



- Gather initial public input tonight
- Review and study with the Planning Commission
- Update the Ordinance as needed
- Hold a Public Hearing with the Planning Commission
- Planning Commission makes recommendation to City Council
- Review findings with City Council
- City Council discusses and considers action on Final Ordinance



QUESTIONS?

Jeremy Metzler, PE
Community Development Director
jeremy@cityofedgewood.org

Planning Department Staff
comdev@cityofedgewood.org



City Of Edgewood Council Agenda Summary Sheet

Subject: Middle Housing, ADU, and Residential Parking Code Updates	Agenda Item #: 5.A
	For Agenda of: 5/13/2025
	Prepared by: CED Planning - Josh
Attachments (list): 1. Middle Housing, ADU, Parking Updates Presentation	
Approval of Materials: CED Planning - Josh Rachel Pitzel, Assistant City Administrator 5/8/2025 Dave Olson, Mayor 5/8/2025	Expenditure Required: N/A
	Amount Budgeted: N/A
	Timeline: 05/13/2024 RCM

Summary Statement:

The City is required to update the Edgewood Municipal Code to comply with Middle Housing, ADU, and Residential Parking Washington legislation by June 30, 2025. Staff have developed the attached presentation to provide City Council with a general introduction prior to discussing the proposed code amendments.

Item History:

N/A

Recommended Action:

Presentation Only

Fiscal Note/Consideration:

N/A

MIDDLE HOUSING, ADUS, AND PARKING UPDATES

May 13, 2025, City Council Introduction Presentation

Josh Kubitza, AICP, Planning Manager



EDGEWOOD
Washington

THE BIG THREE HOUSING CODE UPDATES



State Bills

- HB 1110/HB 2321 (Middle Housing Bills)
- HB 1337 (ADU Bill)
- HB 6015 (Residential Parking Bill)

Legislation Effective Date:

- Effective 6 months after Comprehensive Plan Update (June 30, 2025)

General Purpose:

- Allow more housing and remove restrictions which will increase the existing housing stock and affordability.



MIDDLE HOUSING BILLS



Middle Housing Bill Applicability

- Either by population or cities within a contiguous urban growth area with the county's largest city if the county population is more than 250,000.

What does the middle housing bills generally require?

- Sets the minimum number of middle housing units per lot
- Establishes middle housing types
- Sets maximum parking requirements.
- Middle housing bulk requirements can't be more restrictive than those for detached single-family.

What are some local policy choices?

- City's may be less restrictive than the middle housing bill (i.e. more units and more housing types)
- ADUs may be considered a middle housing type.
- Create design standards to ensure compatibility in scale, form, and character with single-family houses.

MIDDLE HOUSING INTRODUCTION

What is Middle Housing

- “**Middle housing**” means buildings that are compatible in scale, form, and character with single-family houses and contain two or more attached, stacked, or clustered homes including duplexes, triplexes, fourplexes, fiveplexes, sixplexes, townhouses, stacked flats, courtyard apartments, and cottage housing.



MIDDLE HOUSING INTRODUCTION

What is Edgewood Middle Housing

- “**Middle housing**” means buildings that are compatible in scale, form, and character with single-family houses and contain two or more attached, stacked, or clustered homes including duplexes, ~~triplexes, fourplexes, fiveplexes, sixplexes, townhouses~~, stacked flats, courtyard apartments, and cottage housing.
- Accessory Dwelling Units (ADUs): The proposed code amendments includes ADUs as a Middle Housing Type, as allowed by state laws.

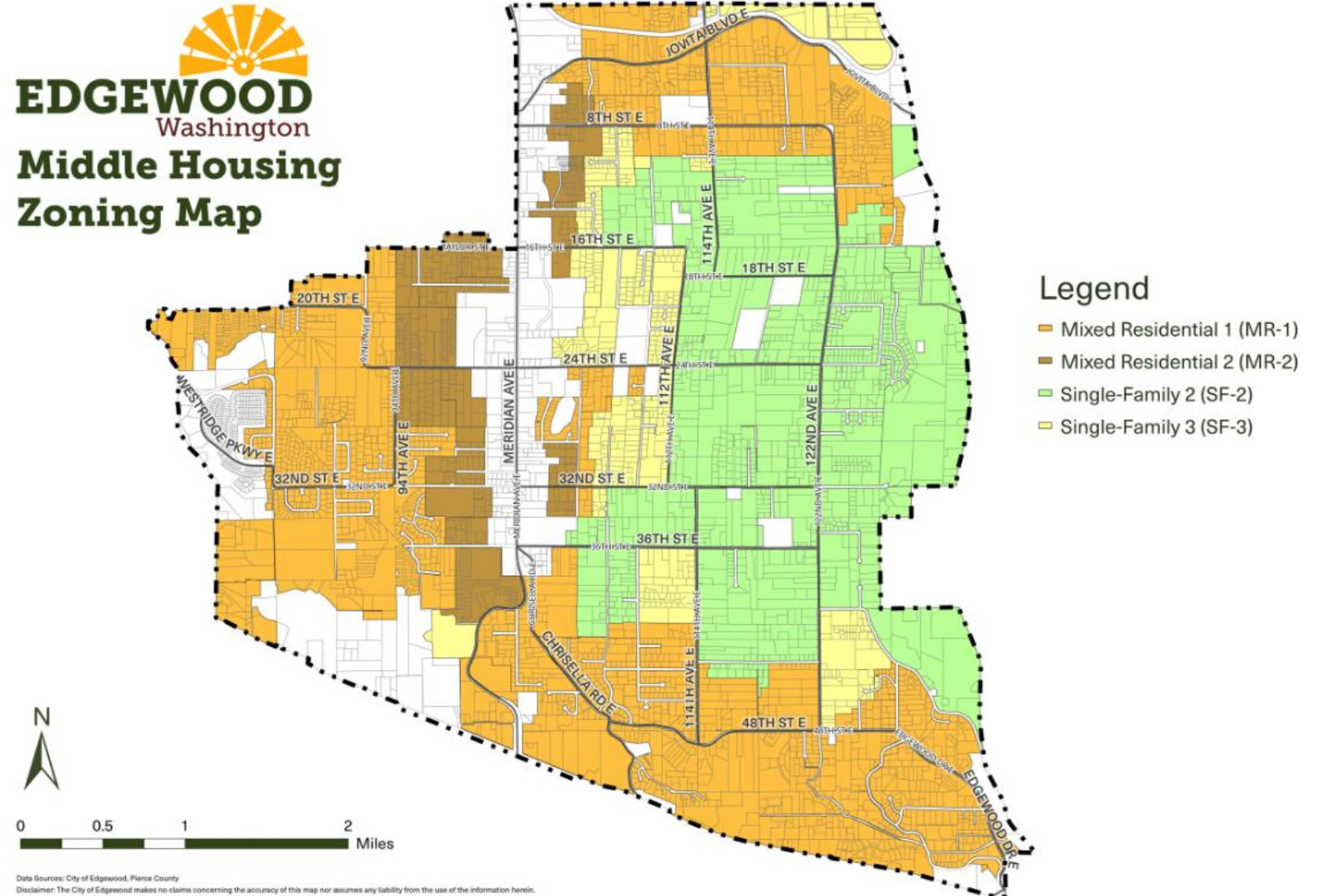


MIDDLE HOUSING INTRODUCTION

Applicable Areas?

“All lots zoned predominately for residential use”

- SF-2 (R-1)
- SF-3 (R-2)
- MR-1
- MR-2



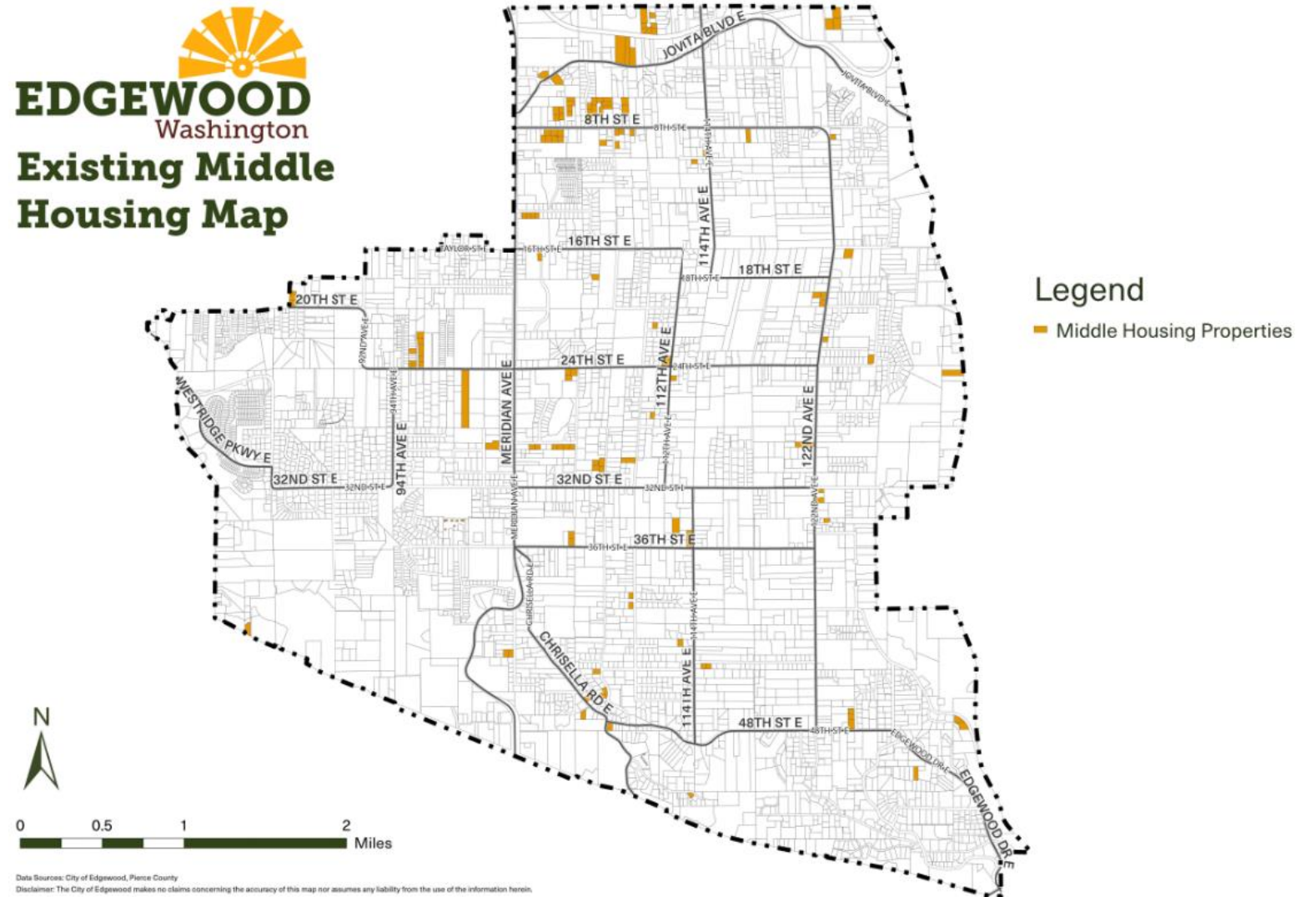
MIDDLE HOUSING INTRODUCTION

Middle Housing Units

- Existing Duplexes:
 - Total: 136
- Existing Triplexes:
 - Total: 2
- Existing Fourplexes:
 - Total: 4

Notes:

- Majority built prior to Edgewood incorporation
- Doesn't include ADUs



ADU BILL

ADU Bill Applicability

- All zoning districts that allow for single-family homes

Main ADU Bill Requirements

- Allow 2 ADUs per lot
- Allow an ADU gross floor area of at least 1,000 square feet
- Allow an ADU height equal to or greater than 24-feet
- Standards not more restrictive than single-family residence
- Limits parking requirements
- Impact fees limited to 50% of the main unit.
- Can't require owner occupancy
- Allow separate sale of ADUs
- May not require public street improvements as a condition of permitting of ADUS

Examples of Accessory Dwelling Units (ADUs)

ADUs in blue; main residence in white

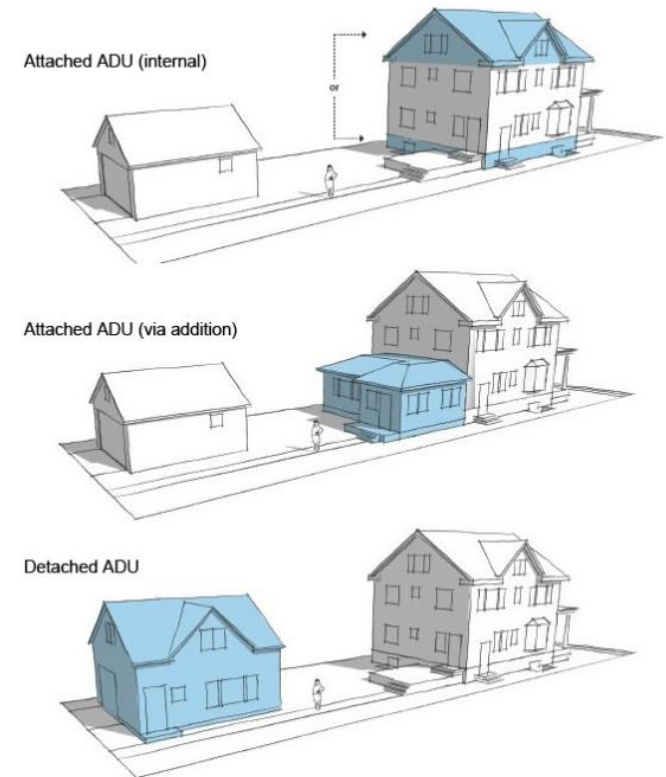


Image credit: City of Saint Paul, MN

RESIDENTIAL PARKING BILL

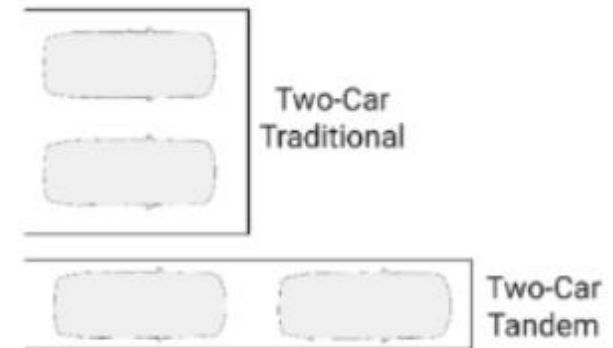


Residential Parking Bill Applicability

- Any residential development (single-family, middle housing, multi-family)

Main Residential Parking Bill Requirements

- Minimum residential parking dimensions (8' by 20')
- Allow tandem parking
- Allow required parking to be enclosed or unenclosed
- Allow parking on grass block pavers and gravel areas
- Require no minimum requirement if compliance with tree retention standards make a residential project infeasible



Tandem parking compared to non-tandem parking (graphic source: MAKERS).

MIDDLE HOUSING PUBLIC INVOLVEMENT



Middle Housing Public Participation Plan		
Method	Description	Date
Public Meetings and Availability	Planning Commission	June 2023 – March 2025
Input and Surveys	Middle Housing Preferences Survey	February – March 2024
City Website	City Webpage Updates	April 2024
Input and Surveys	Outreach with partner organizations • SSHA3P and member jurisdictions • Regional Housing Programs	August 2024 – January 2025
Input and Surveys	Middle Housing Policies Survey	January – February 2025
Public Meetings and Availability	Middle Housing Open House	February 2025
City Website	City Webpage Updates	March 2025
Public Meetings and Availability	Office Hours Staff Availability	April – May 2025
Input and Surveys	Final Draft Ordinance, Comment Period	April 2025
Public Meetings and Availability	Planning Commission and City Council Final Adoption Process	May 2025

SURVEY SNAPSHOT



Public Engagement (126 Respondents)

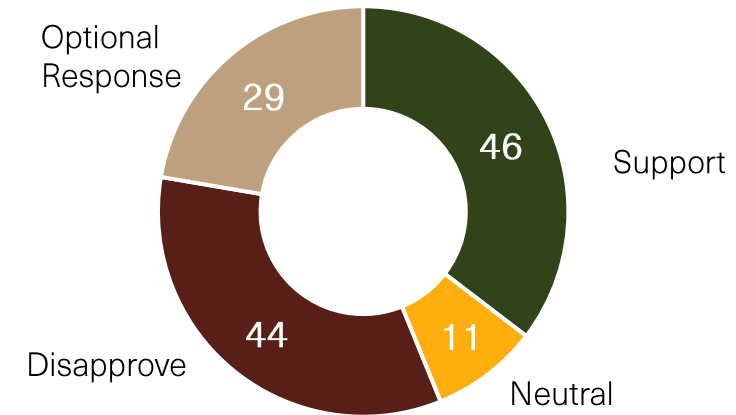
“Require design that blends into community.
Preserve single family neighborhoods “

“Concern about adequate parking since
transit/buses are so limited.”

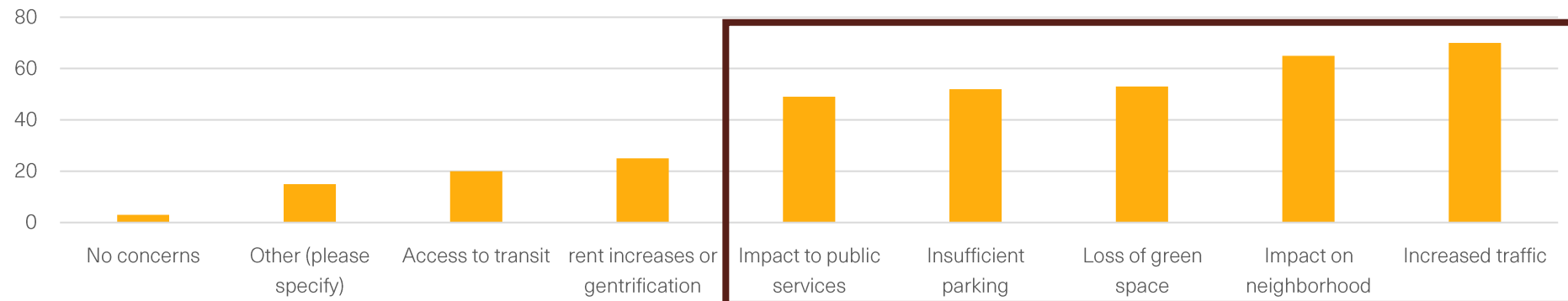
“Streamline permits for ADUs and
modifications to sf homes.”

“Housing is very unaffordable. I don’t consider a
two-bedroom apartment at \$2500 + affordable”

Q6: General Attitude to Middle Housing Development



Q6: Biggest Concerns Regarding Middle Housing



ADDITIONAL INFORMATION



Middle Housing / Parking /ADUs

- [Washington Department of Commerce Middle Housing Resource Webpage](#)
- [Middle Housing Open House Recorded Presentation](#)
- [Public Engagement Results](#)
- [City Website](#) – All above are provided on the housing webpage.
- Planning Commission Meeting Recordings and Packet Materials



QUESTIONS?

Josh Kubitza, AICP
Planning Manager
Community Development Department

comdev@cityofedgewood.org



CITY OF EDGEWOOD

REGULAR COUNCIL MEETING AGENDA SUMMARY

Tuesday, April 22, 2025 – 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 Autum Ward led attendees in the Pledge of Allegiance. **Present:** Mayor Olson, Deputy Mayor Tomin, Councilmember Pazaruski, Councilmember Ramirez, Councilmember Keith (virtually via Zoom), Councilmember West, Councilmember Buckley, Councilmember Southard (virtually via Zoom)

2 PUBLIC HEARING

A. AB25-062 - Six Year Transportation Improvement Plan (TIP) Update

Mayor Olson opened the public hearing on AB25-062 at 7:03pm, and Community Development Director Metzler spoke. There was no public comment, and Mayor Olson closed the public hearing at 7:05pm.

3 AUDIENCE COMMENT

Randy Libri, Mike Stanzel, and Deana Veldhuis spoke.

4 MAYOR'S REPORT

Mayor Olson shared his report with those in attendance.

5 CONSENT AGENDA:

- A.** Regular Meeting Minutes of April 8, 2025
- B.** Study Session Meeting Minutes of April 15, 2025
- C.** Review of Board/Commission Minutes
- D. AB25-063-** a motion approving April 2025 Budgeted Expenditures as follows: Deferred Compensation Program; Payroll Direct Deposit; Department of Retirement Systems; IRS 941; Employment Security Department; Employment Security Department-WA Cares Fund; Department of Labor & Industry; and Employment Security Department-PFML in the amount of \$159,028.35 and Vendor Check Numbers 26456 through 26467, with EFT and Direct Pay Payments in the amount of \$1,051,931.20. Total distributions submitted for review and authorization in the amount of \$1,210,959.55.

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

6 COUNCIL BUSINESS

- A. AB25-0677 - Ordinance 25-0677 For Animal Related Uses, Activities, Allowances, and Regulations**
Motion: As read **Action:** Approved **Moved by:** Councilmember Ramirez **Seconded by:** Councilmember Pazaruski **Motion Passed 7-0**

- B. AB25-0678** - Ordinance 25-0678 Redesignating Certain Street Segments as "Dom Calata Way"

Motion: As read **Action:** Approved **Moved by:** Councilmember Ramirez **Seconded by:** Councilmember Southard **Motion Passed 6-1** (CM Keith)

- C. AB25-0771** - Resolution 25-0771 Accepting a Donation from the North Pierce County Community Coalition for a Permanent Fence at Edgewood Community Park

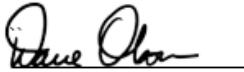
Motion: As read **Action:** Approved **Moved by:** Councilmember West **Seconded by:** Councilmember Buckley **Motion Passed 7-0**

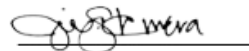
7 COUNCIL COMMENTS

Deputy Mayor Tomyon spoke.

8 ADJOURN

Mayor Olson adjourned the meeting at 7:39pm.


Dave Olson
Mayor


Jill Schwerzler-Herrera
City Clerk/HR Director



City Of Edgewood Council Agenda Summary Sheet

Subject: AB25-065- a motion approving May 2025 Budgeted Expenditures as follows: AWC Employee Benefit Trust; Deferred Compensation Program; Payroll Direct Deposit; Department of Retirement Systems; and IRS 941 in the amount of \$188,803.84 and Vendor Check Numbers 26468 through 26482, with EFT and Direct Pay Payments in the amount of \$483,872.55 and Check Voids in the amount of (\$50.00). Total distributions submitted for review and authorization in the amount of \$672,626.39.	Agenda Item #: 6.B
	For Agenda of: 5/13/2025
	Prepared by: Stephanie Goff, Vicki Lundgren
Attachments (list): 1. 051325 Voucher Directory 2. 051325 Claims Register	
Approval of Materials: Stephanie Goff, Vicki Lundgren Rachel Pitzel, Assistant City Administrator 5/8/2025 Dave Olson, Mayor 5/8/2025	Expenditure Required: \$672,626.39
	Amount Budgeted: \$672,626.39
	Timeline:

Summary Statement:

AB24-030 approving May 2025 Budgeted Expenditures as follows: AWC Employee Benefit Trust; Deferred Compensation Program; Payroll Direct Deposit; Department of Retirement Systems; and IRS 941 in the amount of \$188,803.84 and Vendor Check Numbers 26468 through 26482, with EFT and Direct Pay Payments in the amount of \$483,872.55 and Check Voids in the amount of (\$50.00). Total distributions submitted for review and authorization in the amount of \$672,626.39.

Item History:

Recommended Action:

Fiscal Note/Consideration:



Voucher Directory

Fiscal: : 2025 - May
Council Date: : 2025 - May - 1st Council Meeting

Vendor	Number	Reference	Account Number	Description	Amount
AHBL					
	Direct Pay	Payment 5/8/2025 8:53:16 AM - 1	2025 - May - 1st Council Meeting		
		151450			
			March Svcs-Final Document Design Comprehensive Plan		
			001-058-000-558-60-41-23	Professional Serv-GMA	\$1,565.00
				Final Document Design Comprehensive Plan	
		Total 151450			\$1,565.00
	Total Direct Pay	Payment 5/8/2025 8:53:16 AM - 1			\$1,565.00
Total AHBL					\$1,565.00
Alpine Products/AramSCO, Inc.					
	Direct Pay	Payment 5/8/2025 8:53:16 AM - 2	2025 - May - 1st Council Meeting		
		S7004082.001			
			April Purchases		
			101-000-000-542-70-31-01	Roadside-Operational Supplies	\$214.54
				Reflective Paint/Supplies-Curbs	
		Total S7004082.001			\$214.54
		S7037862.001			
			April Purchases		
			001-076-000-576-80-31-01	Operational Supplies	\$76.04
				Failed STOP Bar Replacement-ECP	
		Total S7037862.001			\$76.04
	Total Direct Pay	Payment 5/8/2025 8:53:16 AM - 2			\$290.58
Total Alpine Products/AramSCO, Inc.					\$290.58
Amazon Capital Services					
	Direct Pay	Payment 5/8/2025 8:53:16 AM - 3	2025 - May - 1st Council Meeting		
		1KJ9-4M7L-FXXD			
			April Statement		
			001-018-000-518-20-31-01	Office & Operational Supplies	\$130.36
				Paper Cups;Stirrer Sticks;Steam Mop Pads;Spot Light Bulbs-4 Pack (Qty3)	
			001-018-000-518-20-31-08	Wellness Supplies	\$22.01
				Grilling Prep & Serve Tray-Team Edge Be Well-Wellness	
			001-018-000-518-85-35-01	IT Small Tools/Minor Equipment	\$15.40
				iPhone Case	
			001-021-000-521-20-31-01	Office & Operational Supplies	\$97.55
				First Aid Kits(2);Roadside Emergency Kit; Name Tags	

Vendor	Number	Reference	Account Number	Description	Amount
			001-022-000-548-30-32-02	Supplies/Parts-Vehicles & Equipment	\$59.43
				100 Watt Solar Panel & Circuit Board Mounting Hardware-Repair Radar Sign/Trailer	
			001-022-000-548-30-35-01	Small Tools/Minor Equipment	\$28.06
				Crimper Tool Kit	
			001-058-000-558-50-35-01	Books/Small Tools/Minor Equipment	\$29.73
				36" Soil Probe Rod	
			001-076-000-576-80-31-01	Operational Supplies	\$259.79
				Foam Hand Cleaner-2 Pack (Qty4)	
			410-000-000-531-38-32-02	Supplies/Parts-Vehicles & Equipment	\$19.82
				100 Watt Solar Panel & Circuit Board Mounting Hardware-Repair Radar Sign/Trailer	
		Total 1KJ9-4M7L-FXXD			\$662.15
		Total Direct Pay Payment 5/8/2025 8:53:16 AM - 3			\$662.15
Total Amazon Capital Services					\$662.15
American Traffic Solutions					
		Direct Pay Payment 5/8/2025 8:53:16 AM - 4	2025 - May - 1st Council Meeting		
		INV0098894			
			April Traffic Camera Services		
			001-021-000-521-70-41-11	Traffic Policing-Traffic Camera Contract	\$33,250.00
				7 Traffic Cameras	
		Total INV0098894			\$33,250.00
		Total Direct Pay Payment 5/8/2025 8:53:16 AM - 4			\$33,250.00
Total American Traffic Solutions					\$33,250.00
City of Sumner					
	26468		2025 - May - 1st Council Meeting		
		1303			
			May 2025 Metro Animal Svcs		
			001-019-000-554-30-41-01	Animal Control Services	\$9,386.67
				Animal Control Svcs. for May	
		Total 1303			\$9,386.67
	Total 26468				\$9,386.67
Total City of Sumner					\$9,386.67
Crystal Springs					
		EFT Payment 5/8/2025 8:47:55 AM - 1	2025 - May - 1st Council Meeting		
		15787820 041625			
			April Water Delivery		
			001-018-000-518-20-31-01	Office & Operational Supplies	\$189.11
				Water Delivery	
		Total 15787820 041625			\$189.11
		Total EFT Payment 5/8/2025 8:47:55 AM - 1			\$189.11
Total Crystal Springs					\$189.11

Vendor	Number	Reference	Account Number	Description	Amount
Department of Commerce					
	Direct Pay	Payment 5/8/2025 8:53:16 AM - 5	2025 - May - 1st Council Meeting		
		PWTF-254021			
			Ph 1 Sewer Design PR08-951-083		
			202-000-000-591-35-78-02	Principal PWTF Loan Payment	\$29,411.76
				Ph 1 Sewer System Design Contract PR08-951-083	
			202-000-000-592-35-83-02	Interest PWTF Loan Payment	\$588.24
				Ph 1 Sewer System Design Contract PR08-951-083	
		Total PWTF-254021			\$30,000.00
		PWTFNT-291331			
			Jovita Blvd Realignment Prj PC12-951-080		
			340-000-000-591-95-78-02	Principal PWTF Loan Payment	\$13,186.93
				Jovita Blvd Realignment-Contract PC12-951-080	
			340-000-000-592-95-82-01	Interest PWTF Loan Payment	\$230.77
				Jovita Blvd Realignment-Contract PC12-951-080	
		Total PWTFNT-291331			\$13,417.70
	Total Direct Pay	Payment 5/8/2025 8:53:16 AM - 5	\$43,417.70		
Total Department of Commerce					\$43,417.70
Drain-Pro					
	26469		2025 - May - 1st Council Meeting		
		139936			
			April Services		
			001-076-000-576-80-41-01	Professional Services	\$3,391.91
				Annual Inspection & Pumping-Septic System	
		Total 139936			\$3,391.91
		142401			
			April Addt'l Svcs Nelson Nature Park Park		
			001-076-000-576-80-45-03	Operating Rentals	\$20.00
				Seat Cover Refills-Nelson Nature Park	
		Total 142401			\$20.00
		142402			
			April Addt'l Svcs Trailhead Park		
			001-076-000-576-80-45-03	Operating Rentals	\$35.00
				Seat Cover & Hand Sanitizer Refills-Trailhead Park	
		Total 142402			\$35.00
	Total 26469		\$3,446.91		
Total Drain-Pro					\$3,446.91
Grainger					
	Direct Pay	Payment 5/8/2025 8:53:16 AM - 6	2025 - May - 1st Council Meeting		
		8886995371			
			December Rebate		
			001-022-000-548-30-31-01	Operating Supplies	(\$8.00)
				PSE Utility Incentive	
		Total 8886995371			(\$8.00)

Vendor	Number	Reference	Account Number	Description	Amount
		9476102844			
			April Purchases		
			001-022-000-548-30-31-01	Operating Supplies	\$373.37
				Cleaning Towels (Qty 4)	
		Total 9476102844			\$373.37
		9476401626			
			April Purchases		
			001-076-000-576-80-31-01	Operational Supplies	\$461.97
				Sink Faucets (Qty 2)-Jovita Station Park Restrooms	
		Total 9476401626			\$461.97
		Total Direct Pay Payment 5/8/2025 8:53:16 AM - 6			\$827.34
Total Grainger					\$827.34
Gray & Osborne, Inc					
	26470			2025 - May - 1st Council Meeting	
		42-G&O Prj. 21621.00			
			April Svcs-Chrisella Road East Safety Improvements		
			340-000-000-595-10-63-01	Capital Improvements-Engineering	\$1,587.45
				Chrisella Road East Safety Improvements	
		Total 42-G&O Prj. 21621.00			\$1,587.45
	Total 26470				\$1,587.45
Total Gray & Osborne, Inc					\$1,587.45
Kelley Create					
	26471			2025 - May - 1st Council Meeting	
		IN1945992			
			1/31-4/29/25-Copy Charges		
			001-018-000-518-20-42-03	Copy Machine Charges	\$305.87
				Copy Overage Charges	
		Total IN1945992			\$305.87
	Total 26471				\$305.87
Total Kelley Create					\$305.87
Kings III Emergency Communications					
		EFT Payment 5/8/2025 8:47:55 AM - 2		2025 - May - 1st Council Meeting	
		3035326			
			Service Elevator Phone(s)		
			001-018-000-518-85-42-01	Cell Phones/Internet/Telecommunications	\$54.95
				Service Elevator Phone(s)	
		Total 3035326			\$54.95
		Total EFT Payment 5/8/2025 8:47:55 AM - 2			\$54.95
Total Kings III Emergency Communications					\$54.95

Vendor	Number	Reference	Account Number	Description	Amount
Lakehaven Water & Sewer District					
		EFT Payment 5/8/2025 8:47:55 AM - 3	2025 - May - 1st Council Meeting		
		3574701-(2)			
			2/14-4/15/25 Svcs 2224 104th Ave E		
			001-018-000-518-30-47-04	Sewer Charges	\$142.30
			City Hall		
		Total 3574701-(2)			\$142.30
		3833501-(2)			
			2/14-4/15/25 Svcs 10301 36th St E		
			001-018-000-518-30-47-04	Sewer Charges	\$176.70
			Edgewood Community Park		
		Total 3833501-(2)			\$176.70
		Total EFT Payment 5/8/2025 8:47:55 AM - 3			\$319.00
Total Lakehaven Water & Sewer District					\$319.00
McClatchy Company LLC					
		Direct Pay Payment 5/8/2025 8:53:16 AM - 7	2025 - May - 1st Council Meeting		
		298731			
			April Statement		
			001-019-030-514-30-41-02	Legal Publications	\$800.93
			April Statement		
			001-058-000-558-60-41-08	Legal Notices/Publications	\$2,048.97
			April Statement		
		Total 298731			\$2,849.90
		Total Direct Pay Payment 5/8/2025 8:53:16 AM - 7			\$2,849.90
Total McClatchy Company LLC					\$2,849.90
McKinstry Co, LLC					
		Direct Pay Payment 5/8/2025 8:53:16 AM - 8	2025 - May - 1st Council Meeting		
		10286148			
			May Maintenance		
			001-018-000-518-30-48-03	Maintenance/Repairs - Buildings	\$1,686.46
			May Maintenance		
		Total 10286148			\$1,686.46
		Total Direct Pay Payment 5/8/2025 8:53:16 AM - 8			\$1,686.46
Total McKinstry Co, LLC					\$1,686.46
McLendon - Parkrose Hardware					
		26472	2025 - May - 1st Council Meeting		
		043025-MH			
			April Statement		
			001-022-000-548-30-31-01	Operating Supplies	\$154.59
			Misc Supplies		
			001-022-000-548-30-32-02	Supplies/Parts-Vehicles & Equipment	\$85.34
			Parts-Tow Behind Pressure Washer		

Vendor	Number	Reference	Account Number	Description	Amount
			001-022-000-548-30-35-01	Small Tools/Minor Equipment	\$166.36
				Splitting Hatchet;Wrench;Machete;Pliers;Impact Driver;Drill Bits;Power Bit	
			001-076-000-576-80-31-01	Operational Supplies	\$153.87
				Plywood;Fasteners;Keyblank Schlage;Copper & Pipe Tubing	
			101-000-000-542-70-31-01	Roadside-Operational Supplies	\$92.50
				Bark Mulch-Meridian Corridor;Supplies-Curb Painting	
		Total 043025-MH			\$652.66
	Total 26472				\$652.66
Total McLendon - Parkrose Hardware					\$652.66
Murrey's Disposal Company					
	EFT Payment 5/8/2025 8:47:55 AM - 4		2025 - May - 1st Council Meeting		
	12876680S111				
		April Services			
			001-022-000-544-20-47-03	Waste Disposal	\$521.51
				PW Yard	
		Total 12876680S111			\$521.51
	Total EFT Payment 5/8/2025 8:47:55 AM - 4				\$521.51
Total Murrey's Disposal Company					\$521.51
Nasim Landscape					
	EFT Payment 5/8/2025 8:47:55 AM - 5		2025 - May - 1st Council Meeting		
	14414				
		May Maintenance			
			001-076-000-576-80-41-10	Parks Maintenance	\$3,736.79
				Edgewood Community Park Maintenance	
		Total 14414			\$3,736.79
	Total EFT Payment 5/8/2025 8:47:55 AM - 5				\$3,736.79
Total Nasim Landscape					\$3,736.79
NW Clerks Institute					
	26473		2025 - May - 1st Council Meeting		
		89539073			
		WSU-Professional Development II			
			001-019-030-514-20-49-03	Registration & Training	\$750.00
				WSU-Professional Development II-V.Bradeen	
		Total 89539073			\$750.00
	Total 26473				\$750.00
Total NW Clerks Institute					\$750.00
O'Reilly Auto Parts					
	EFT Payment 5/8/2025 8:47:55 AM - 6		2025 - May - 1st Council Meeting		
	042825-OAP				
		April Statement			
			001-022-000-548-30-31-01	Operating Supplies	\$29.95
				Welding Putty;Wiper Fluid;Glass Cleaner;Auto Cloth	

Vendor	Number	Reference	Account Number	Description	Amount
			001-022-000-548-30-32-02	Supplies/Parts-Vehicles & Equipment	\$18.49
				Wiper Blade-Brush Cutter	
			410-000-000-531-38-32-02	Supplies/Parts-Vehicles & Equipment	\$6.16
				Wiper Blade-Brush Cutter	
		Total 042825-OAP			\$54.60
		Total EFT Payment 5/8/2025 8:47:55 AM - 6			\$54.60
Total O'Reilly Auto Parts					\$54.60
PCRCO, LLC					
	26474			2025 - May - 1st Council Meeting	
		43271B19OH			
			April Services		
			001-022-000-544-20-47-03	Waste Disposal	\$178.24
				April Services	
		Total 43271B19OH			\$178.24
	Total 26474				\$178.24
Total PCRCO, LLC					\$178.24
Pierce County Budget & Finance					
	26475			2025 - May - 1st Council Meeting	
		CI-367778			
			2025 CountyView Subscription		
			001-058-000-558-60-49-01	Memberships & Subscriptions	\$1,300.00
				2025 CountyView Subscription	
		Total CI-367778			\$1,300.00
	Total 26475				\$1,300.00
Total Pierce County Budget & Finance					\$1,300.00
Pierce County Budget & Finance PW					
	26476			2025 - May - 1st Council Meeting	
		CI-367805			
			March Services		
			101-000-000-542-64-41-02	Traffic Control Devices-Traffic Operations (Contract)	\$4,838.52
				March Services-Signs & Signals	
		Total CI-367805			\$4,838.52
	Total 26476				\$4,838.52
Total Pierce County Budget & Finance PW					\$4,838.52
Pierce County Budget & Finance Sheriff					
	26477			2025 - May - 1st Council Meeting	
		CI-368959			
			April Services		
			001-021-000-521-20-41-01	Police Services	\$274,095.83

Vendor	Number	Reference	Account Number	Description	Amount
				April Services	
		Total CI-368959			\$274,095.83
	Total 26477				\$274,095.83
Total Pierce County Budget & Finance Sheriff					\$274,095.83
Pitney Bowes					
	EFT Payment 5/8/2025 8:47:55 AM - 7			2025 - May - 1st Council Meeting	
	1027245454				
		April Purchases			
		001-018-000-518-20-31-01		Office & Operational Supplies	\$31.97
				EZ Envelope Seal Liquid (Qty 4)	
		Total 1027245454			\$31.97
	Total EFT Payment 5/8/2025 8:47:55 AM - 7				\$31.97
Total Pitney Bowes					\$31.97
Psomas					
	26478			2025 - May - 1st Council Meeting	
		220990			
			March Svcs-Interurban Trail Phase III		
		310-000-000-594-76-63-05		Improvements - Cap Park Projects	\$61,625.81
				Interurban Trail Phase III	
		Total 220990			\$61,625.81
	Total 26478				\$61,625.81
Total Psomas					\$61,625.81
Puget Sound Energy					
	EFT Payment 5/8/2025 8:47:55 AM - 8			2025 - May - 1st Council Meeting	
	220036939530				
		April Statement			
		001-018-000-518-30-47-01		Electricity	\$181.49
				4/2-5/1/25 Services	
		Total 220036939530			\$181.49
	300000011233 Apr 2025				
		April Statement			
		001-018-000-518-30-47-01		Electricity	\$6,486.56
				April Statement	
	Total 300000011233 Apr 2025				\$6,486.56
	300000011233 Apr 2025 (2)				
		April Statement			
		001-018-000-518-30-47-01		Electricity	\$2,882.50
				3/22-4/22/25 Services	
	Total 300000011233 Apr 2025 (2)				\$2,882.50

Vendor	Number	Reference	Account Number	Description	Amount
		300000011233 Apr 2025 (3)			
		April Statement			
			001-018-000-518-30-47-01	Electricity	\$2,246.60
				3/21-4/21/25 Services	
		Total 300000011233 Apr 2025 (3)			\$2,246.60
		Total EFT Payment 5/8/2025 8:47:55 AM - 8			\$11,797.15
Total Puget Sound Energy					\$11,797.15
RS Underground, Inc					
		Direct Pay Payment 5/8/2025 8:53:16 AM - 9	2025 - May - 1st Council Meeting		
		32.13			
		April Services			
			410-000-000-531-38-41-13	Storm Drainage-Structure Maint	\$15,700.00
				Emergency Repair-Storm Line & Roadway Patch-Chrisella Rd	
		Total 32.13			\$15,700.00
		Total Direct Pay Payment 5/8/2025 8:53:16 AM - 9			\$15,700.00
Total RS Underground, Inc					\$15,700.00
SS Landscaping Services					
		Direct Pay Payment 5/8/2025 8:53:16 AM - 10	2025 - May - 1st Council Meeting		
		62025			
		April Services			
			101-000-000-542-70-48-04	Roadside- ROW Veg Maint Contractor	\$2,593.21
				Landscape Maintenance Services for April	
		Total 62025			\$2,593.21
		62055			
		April Services			
			001-076-000-576-80-41-10	Parks Maintenance	\$1,548.23
				Landscape Maintenance Services for April-City Hall	
		Total 62055			\$1,548.23
		Total Direct Pay Payment 5/8/2025 8:53:16 AM - 10			\$4,141.44
Total SS Landscaping Services					\$4,141.44
Tacoma Screw Products Inc					
		26479	2025 - May - 1st Council Meeting		
		130075730-00			
		April Purchases			
			001-022-000-548-30-31-01	Operating Supplies	\$53.96
				Hand Pump Sprayer/Mister	
			001-022-000-548-30-31-53	PPE-Personal Protective Equipment	\$171.65
				Disposable Nitrile XL Gloves-(Qty 10 Bxs)	
			410-000-000-531-38-31-53	PPE-Personal Protective Equipment	\$57.22

Vendor	Number	Reference	Account Number	Description	Amount
				Disposable Nitrile XL Gloves-(Qty 10 Bxs)	
		Total 130075730-00			\$282.83
	Total 26479				\$282.83
Total Tacoma Screw Products Inc					\$282.83
Transpo Group					
	Direct Pay Payment 5/8/2025 8:53:16 AM - 11		2025 - May - 1st Council Meeting		
	34819				
		Prj. 1.24363.00 Prologis EIS			
		001-058-000-558-60-41-01		Professional Services-Reimbursable	\$2,003.75
				Prologis EIS	
		Total 34819			\$2,003.75
	Total Direct Pay Payment 5/8/2025 8:53:16 AM - 11				\$2,003.75
Total Transpo Group					\$2,003.75
Transportation Systems Inc.					
26480			2025 - May - 1st Council Meeting		
	524883				
		April Services			
		001-076-000-576-80-41-01		Professional Services	\$312.40
				Reprogram Park Lighting Timer-ECP	
		Total 524883			\$312.40
	Total 26480				\$312.40
Total Transportation Systems Inc.					\$312.40
Utilities Underground Location Center					
	Direct Pay Payment 5/8/2025 8:53:16 AM - 12		2025 - May - 1st Council Meeting		
	5040147				
		April Services			
		410-000-000-531-38-49-09		Misc. Fees & Charges	\$129.60
				Utility Locating Svs. for April	
		Total 5040147			\$129.60
	Total Direct Pay Payment 5/8/2025 8:53:16 AM - 12				\$129.60
Total Utilities Underground Location Center					\$129.60

Vendor	Number	Reference	Account Number	Description	Amount
Verizon Connect Fleet					
	EFT Payment 5/8/2025 8:47:55 AM - 9		2025 - May - 1st Council Meeting		
	308000071571				
		April Statement			
		001-018-000-518-85-42-01	Cell Phones/Internet/Telecommunications		\$211.13
			4/1-4/30/25 Vehicle Tracking Svcs		
	Total 308000071571				\$211.13
	Total EFT Payment 5/8/2025 8:47:55 AM - 9				\$211.13
Total Verizon Connect Fleet					\$211.13
Verizon Wireless					
	EFT Payment 5/8/2025 8:47:55 AM - 10		2025 - May - 1st Council Meeting		
	6111814465				
		April Statement			
		001-018-000-518-85-42-01	Cell Phones/Internet/Telecommunications		\$1,424.97
			April Monthly Statement		
	Total 6111814465				\$1,424.97
	Total EFT Payment 5/8/2025 8:47:55 AM - 10				\$1,424.97
Total Verizon Wireless					\$1,424.97
WAPRO					
	26481		2025 - May - 1st Council Meeting		
		12539			
		Spring Conference-V.Bradeen			
		001-019-030-514-20-49-03	Registration & Training		\$65.00
			Spring Conference-V.Bradeen		
	Total 12539				\$65.00
	Total 26481				\$65.00
Total WAPRO					\$65.00
Whistle Workwear / Workworld					
	Direct Pay Payment 5/8/2025 8:53:16 AM - 13		2025 - May - 1st Council Meeting		
	043025-WW				
		April Statement			
		001-022-000-544-20-31-54	Work Clothing/Uniforms		\$59.45
			2-In-1 Softshell Jacket-L.Bell		
		410-000-000-531-38-31-54	Work Clothing/Uniforms		\$19.81
			2-In-1 Softshell Jacket-L.Bell		
	Total 043025-WW				\$79.26
	Total Direct Pay Payment 5/8/2025 8:53:16 AM - 13				\$79.26
Total Whistle Workwear / Workworld					\$79.26

Vendor	Number	Reference	Account Number	Description	Amount
WMCA	26482			2025 - May - 1st Council Meeting	
		05946			
			Membership Fee-V.Lundgren-Bradeen		
			001-019-030-514-20-49-01	Memberships & Subscriptions	\$100.00
				WMCA Membership-V.Lundgren-Bradeen	
		Total 05946			\$100.00
	Total 26482				\$100.00
Total WMCA					\$100.00
Grand Total		Vendor Count	38		\$483,872.55

Number	Name	Print Date	Amount
US Bank PAYROLL ACCOUNT DISTRIBUTION			
10611 Last Number Issued Previous Authorization			
<u>AWC EFT 4/30/25</u>	AWC Employee Benefit Trust	4/30/2025	\$47,032.50
<u>DCP EFT 4/30/25</u>	Deferred Compensation Program	4/30/2025	\$18,689.02
<u>Direct Deposit Run -</u>	Payroll Vendor	4/30/2025	\$88,702.79
<u>DRS EFT 4/30/25</u>	Dept of Retirement Systems	4/30/2025	\$18,828.40
<u>IRS 941 EFT 4/30/25</u>	IRS 941	4/30/2025	\$15,551.13
Total			\$188,803.84

Number	Name	Print Date	Amount
CLAIM VOUCHER ACCOUNT DISTRIBUTION			
26467 Last Number Issued Previous Authorization			
<u>26468</u>	City of Sumner	5/13/2025	\$9,386.67
<u>26469</u>	Drain-Pro	5/13/2025	\$3,446.91
<u>26470</u>	Gray & Osborne, Inc	5/13/2025	\$1,587.45
<u>26471</u>	Kelley Create	5/13/2025	\$305.87
<u>26472</u>	McLendon - Parkrose Hardware	5/13/2025	\$652.66
<u>26473</u>	NW Clerks Institute	5/13/2025	\$750.00
<u>26474</u>	PCRCD, LLC	5/13/2025	\$178.24
<u>26475</u>	Pierce County Budget & Finance	5/13/2025	\$1,300.00
<u>26476</u>	Pierce County Budget & Finance PW	5/13/2025	\$4,838.52
<u>26477</u>	Pierce County Budget & Finance Sheriff	5/13/2025	\$274,095.83
<u>26478</u>	Psomas	5/13/2025	\$61,625.81
<u>26479</u>	Tacoma Screw Products Inc	5/13/2025	\$282.83
<u>26480</u>	Transportation Systems Inc.	5/13/2025	\$312.40
<u>26481</u>	WAPRO	5/13/2025	\$65.00
<u>26482</u>	WMCA	5/13/2025	\$100.00
<u>Direct Pay Payment</u>	AHBL	5/13/2025	\$1,565.00
<u>Direct Pay Payment</u>	SS Landscaping Services	5/13/2025	\$4,141.44
<u>Direct Pay Payment</u>	Transpo Group	5/13/2025	\$2,003.75
<u>Direct Pay Payment</u>	Utilities Underground Location Center	5/13/2025	\$129.60
<u>Direct Pay Payment</u>	Whistle Workwear / Workworld	5/13/2025	\$79.26
<u>Direct Pay Payment</u>	Alpine Products/Aramco, Inc.	5/13/2025	\$290.58
<u>Direct Pay Payment</u>	Amazon Capital Services	5/13/2025	\$662.15
<u>Direct Pay Payment</u>	American Traffic Solutions	5/13/2025	\$33,250.00
<u>Direct Pay Payment</u>	Department of Commerce	5/13/2025	\$43,417.70
<u>Direct Pay Payment</u>	Grainger	5/13/2025	\$827.34
<u>Direct Pay Payment</u>	McClatchy Company LLC	5/13/2025	\$2,849.90
<u>Direct Pay Payment</u>	McKinstry Co, LLC	5/13/2025	\$1,686.46
<u>Direct Pay Payment</u>	RS Underground, Inc	5/13/2025	\$15,700.00
<u>EFT Payment 5/8/2025</u>	Crystal Springs	5/13/2025	\$189.11
<u>EFT Payment 5/8/2025</u>	Verizon Wireless	5/13/2025	\$1,424.97
<u>EFT Payment 5/8/2025</u>	Kings III Emergency Communications	5/13/2025	\$54.95
<u>EFT Payment 5/8/2025</u>	Lakehaven Water & Sewer District	5/13/2025	\$319.00
<u>EFT Payment 5/8/2025</u>	Murrey's Disposal Company	5/13/2025	\$521.51
<u>EFT Payment 5/8/2025</u>	Nasim Landscape	5/13/2025	\$3,736.79
<u>EFT Payment 5/8/2025</u>	O'Reilly Auto Parts	5/13/2025	\$54.60
<u>EFT Payment 5/8/2025</u>	Pitney Bowes	5/13/2025	\$31.97
<u>EFT Payment 5/8/2025</u>	Puget Sound Energy	5/13/2025	\$11,797.15
<u>EFT Payment 5/8/2025</u>	Verizon Connect Fleet	5/13/2025	\$211.13
Total Claims Voucher Distribution			\$483,872.55

Total Distribution Submitted for Review & Authorization	\$ 672,676.39
Authorization Adjustments: VOID Ck #26456 AWC	\$ (50.00)
Total Distribution Net of Prior Authorized Adjustments	\$ 672,626.39

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



City Of Edgewood Council Agenda Summary Sheet

Subject: AB25-0772 - Resolution 25-0772 Kiwanis Plant Sale TUP	Agenda Item #:
	For Agenda of: 5/13/2025
	Prepared by: Jeremy Metzler
Attachments (list): 1. Resolution No. 25-0772 - Kiwanis Plant Sale	
Approval of Materials: Jeremy Metzler Rachel Pitzel, Assistant City Administrator 5/8/2025 Dave Olson, Mayor 5/8/2025	Expenditure Required: N/A
	Amount Budgeted: N/A
	Timeline: 05/13/2024 RCM

Summary Statement:

Edgewood Municipal Code (EMC) [12.10.050\(P\)\(5\)](#) allows for "*shows, festivals, fund raisers, carnivals, parades, or similar activities*" when "*authorized pursuant to a valid permit.*" Currently, the City reviews these applications using the Temporary Use Permit (TUP) process in EMC [18.50.070](#).

Consistent with EMC 18.50.070, staff has reviewed the TUP, approving subject to conditions, including EMC 18.50.070(D)(4) which states: "*No temporary use shall occupy or use public rights-of-way, parks or other public lands in any manner unless specifically approved by the city council.*"

The purpose of this agenda item is for City Council to, as the property owner representative on behalf of the City of Edgewood, authorize use of a public park for outdoor special sales / fund raisers, as permitted by EMC 18.50.070(B)(7) and 12.10.050(P)(5).

The request is for the Kiwanis Plant Sale, located in front of the City Hall Barn for May 31, 2025, from 7 AM - 1 PM. This event is coordinated by Kiwanis Club of Edgewood-Fife-Milton, Washington, a 501(c)(3) nonprofit organization. Attached for City Council's consideration is an authorizing resolution for this request.

Item History:

N/A

Recommended Action:

MOTION to adopt **AB25-0772** - Resolution 25-0772 Kiwanis Plant Sale TUP

Fiscal Note/Consideration:

N/A

RESOLUTION NO. 25-0772

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EDGEWOOD, WASHINGTON, AUTHORIZING TEMPORARY USE OF A PORTION OF THE EDGEWOOD CITY HALL CAMPUS FOR THE KIWANIS PLANT SALE

WHEREAS, the 2025 Kiwanis Plant Sale is planned for May 31, 2025, 7 AM to 1 PM; and

WHEREAS, the Plant Sale is a fund raiser open to all members of the public, to be held at Edgewood City Hall in front of the barn, organized by Kiwanis Club of Edgewood-Fife-Milton, Washington, a 501(c)(3) nonprofit organized under the laws of Washington; and

WHEREAS, on April 23, 2025, the City received an application for a temporary use permit for the 2024 Kiwanis Plant Sale, located at 2224 104th Avenue East as depicted in the reference map attached as Exhibit B; and

WHEREAS, on May 6, 2025, staff granted approval for the temporary use subject to eight (8) conditions of approval, attached as Exhibit A; and

WHEREAS, pursuant to EMC 18.50.070(D)(4), City Council approval is required for temporary use of public rights of way, parks, or other public lands;

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

Section 1. Grant of Approval. The City Council hereby grants approval for the Edgewood City Hall Campus to be the location of the 2025 Kiwanis Plant Sale, subject to the conditions in the Temporary Use Permit, attached hereto as Exhibit A and incorporated herein by this reference, and subject to the provisions and restrictions contained in Chapter 12.10 EMC, Park Regulations.

Section 2. Severability. If any section, sentence, clause or phrase of this resolution 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 resolution.

Section 3. Effective Date. This resolution will take effect immediately upon passage by the City Council.

ADOPTED THIS 13TH DAY OF MAY, 2025

Dave Olson, Mayor

ATTEST:

Jill Schwerzler-Herrera, CMC
City Clerk

Exhibit A

May 6, 2025 - City of Edgewood, Temporary Use Permit Decision #25-1166



Temporary Use Permit

EMC 18.50.070

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

Decision

To: Jeremy Metzler, PE, Community Development Director
From: Kakai Bojang, Associate Planner
253-831-4254 – comdev@cityofedgewood.org
Date Prepared: May 06, 2025
File: Kiwanis Plant Sale – City of Edgewood File #25-1166
Decision: Approval with Conditions – see Page 3

SECTION I. INTRODUCTION

A. Application Information

Applicant: Kiwanis Club of Edgewood-Fife-Milton, Washington
c/o Terri Howard
10410 16th Street East
Edgewood, WA 98372
Project Location: Edgewood City Hall
2224 104th Avenue East
Edgewood, WA 98372
Event Date(s) and Time(s): May 31, 2025 | 7am – 1pm
Parcel Number: 0420102012 (west 315 feet thereof)
Future Land Use Designation: Public
Zoning: Public
Requested Action: Temporary Use Permit
Review Process: Process I
Application Submitted: April 23, 2025
Notice of Complete Application: April 30, 2025
State Environmental Policy Act (SEPA) Compliance: The proposal is exempt from SEPA under WAC 197-11-800(6)(a).

Permit Documents: All supporting documents are available on the City of Edgewood Public Permit Portal at portal.cityofedgewood.org or by request from the Community & Economic Development Department via email (comdev@cityofedgewood.org) or phone (253-952-3299).

Page 1 of 6

SECTION II. BACKGROUND INFORMATION

A. Project Description

The proposed temporary use is the Plant Sale organized by the Kiwanis Club of Edgewood-Fife-Milton, Washington, a local nonprofit organization that supports community activities in Edgewood. The Plant Sale will take place at the barn in front of Edgewood City Hall, planned for May 31, 2025 from 7 a.m. to 1 p.m. Setup is expected to occur the morning of the event, with cleanup expected immediately following the event.

The proposed event will take place on land that is regulated as a public park. Under EMC 18.50.070(D)(4), city council approval is required for temporary uses on public parks. A condition of approval requiring council approval is included, which staff will facilitate.

B. Existing Site/Vicinity Conditions

- Lot Size:

332,798 sf (±7.64 acres)
- Existing Land Use:

Public Park
- Site Description:

The subject site is rectangular and gently slopes upward from west to east and is located on the southeast corner of Meridian Avenue East (State Route 161) and 22nd Street East. The western 300 feet of the site has an open field, walking trail, and barn.
- Critical Areas:

☐ The site contains no critical areas.

☒ The site contains the following types of critical areas – see analysis in SECTION III:

☐ Wetlands (Chapter 14.40 EMC)

☐ Critical Fish and Wildlife Habitat Areas (Chapter 14.50 EMC)

☒ Aquifer Recharge and Wellhead Protection Areas (Chapter 14.60 EMC)

☐ Volcanic Hazard Areas (Chapter 14.70 EMC)

☐ Flood Hazard Areas (Chapter 14.80 EMC)

☐ Landslide Hazard Areas (Chapter 14.90 EMC)

☐ Seismic (Earthquake) Hazard Areas (Chapter 14.100 EMC)

☐ Erosion Hazard Areas (Chapter 14.110 EMC)

☐ Natural Resource Lands (Chapter 14.120 EMC)

Neighboring Development and Zoning

North (Adjacent):	Existing Use:	Residential / Commercial
	Current Zoning:	Town Center (TC)
	Future Land Use:	Town Center (TC)

South (Abutting):	Existing Use:	Residential / Commercial
	Current Zoning:	Town Center (TC)
	Future Land Use:	Town Center (TC)
East (Abutting):	Existing Use:	Public
	Current Zoning:	Public (P)
	Future Land Use:	Public (P)
West (Adjacent):	Existing Use:	Commercial
	Current Zoning:	Town Center (TC)
	Future Land Use:	Town Center (TC)

SECTION III. CRITERIA AND ANALYSIS

Critical Areas

The subject site is located within a 5-year wellhead protection area. The proposed temporary use does not include any permanent improvements or hazardous discharges and is consistent with EMC 14.60.

Temporary Use Permit Criteria

After review of the submitted materials and information provided by the applicant, Staff has determined that:

1. The temporary use will be compatible with uses in the general vicinity and on adjacent properties. The event may cause temporary short-term noise and traffic impacts to nearby properties.
2. As conditioned, the temporary use will not create a material adverse effect on the livability or appropriate development of abutting properties and the surrounding community.
3. The temporary use will not impair the normal, safe and effective operation of a permanent use on the same site. The temporary use is open to the public.
4. The temporary use will comply with the requirements of the zone within which it is proposed.
5. As conditioned, the temporary use shall comply with all applicable standards of the Pierce County health department.

SECTION IV. DECISION

The Community and Economic Development Director Designee hereby **approves** the temporary use permit application for the Kiwanis Plant Sale, City of Edgewood File No. 25-1166, with the following conditions:

1. **Council Approval.** The Applicant shall obtain Edgewood City Council approval for use of the public park before the temporary use.
2. **First Aid and Restroom Facilities.** The Applicant shall be responsible for providing sufficient portable toilet facilities and first aid facilities as may be required for the event. If the Applicant is adding portable toilets to an area with existing restroom facilities or placing them in an area where there are no regular facilities, the Applicant must comply with applicable American with Disabilities Act (ADA) requirements for the number of handicap accessible toilets.
3. **Police and Traffic.** The Applicant is responsible for providing a sufficient number of police personnel and/or traffic controllers, barricades, cones, and no-parking signs as may be required for the event, if any.
4. **Site Restoration.** At the completion of the event, the Applicant must fully clean up and restore the subject site to its pre-event condition.
5. **Temporary membrane structures and tents.** Temporary special event structures that require a permit must comply with Section 3105 of the International Fire Code. A permit is required:
 - a. To operate an air-supported temporary membrane structure, a temporary special event structure, or a tent having an area in excess of 400 square feet; and/or
 - b. For any tent having an area in excess of 700 square feet, when the tent is open on all sides.

If the aggregate area of two or more tents placed side by side exceeds 700 square feet, then a 12-foot fire break is also required.

6. **Electrical Work.** Contact Washington State Department of Labor and Industries (LNI). A separate electrical permit for any electrical work (electrical outlets, lighting, receptacles, or other electrical wiring) must be obtained through LNI and meet the provisions of State Electrical Code.
7. **Insurance**
 - a. **Insurance Term.** The Applicant shall procure and maintain for the duration of the use or rental period insurance against claims for injuries to persons or damage to property which may arise from or in connection with the use of the subject site and the activities of the Applicant and his or her guests, representatives, volunteers and employees.
 - b. **No Limitation.** The Applicant's maintenance of insurance as required by the Agreement shall not be construed to limit the liability of the Applicant 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.** The Applicant'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 The Applicant'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, \$1,000,000 general aggregate.

The insurance policy shall contain, or be endorsed to contain, that the Applicant'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 the Applicant's insurance and shall not contribute with it.

d. **City Full Availability of Applicant Limits.** If the Applicant 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 the Applicant, irrespective of whether such limits maintained by the Applicant are greater than those required by this Agreement or whether any certificate of insurance furnished to the City evidences limits of liability lower than those maintained by the Applicant.

e. **Certificate of Insurance and Acceptability of Insurers.** The Applicant shall provide a certificate of insurance evidencing the required insurance before using the subject site. Insurance is to be placed with insurers with a current A.M. Best rating of not less than A: VII.

8. **Hold Harmless/Indemnification.**

By using the subject site for the proposed temporary use, the Applicant agrees to indemnify, defend, save and hold harmless the City, its officers, officials, employees, agents, and volunteers, from any and all claim, actions, liabilities or lawsuits for injury or death of any person, or property loss or damage arising from or in any way connected to or related to (A) use of the subject site or from any activity, work or thing done, permitted, or suffered by Applicant in or about the subject site, or (B) conditions at the subject site for which the Applicant is responsible; excepting any claims arising solely out of the negligent acts of the City, its officers, officials, employees, agents, and volunteers.

kakai bojang
Kakai Bojang, Associate Planner
Community Development Director Designee

SECTION V. APPEALS

The decision of the community development director or designee under Process I is final unless an appeal is made in accordance with the requirements of EMC 18.40.080(D), Appeals. The decision of the community development director or designee may be appealed by any person entitled to a copy of this decision under EMC 18.40.080(D)(1). Appeals of Process I decisions are heard by the Hearing Examiner.

A letter of appeal must be delivered to City Hall, 2224 104th Avenue East, Edgewood, WA 98372, within 14 calendar days after issuance of the decision. The letter must contain:

- A. A statement identifying the decision being appealed, along with a copy of the decision;
- B. A statement of the alleged errors in the decision, including identification of specific factual findings and conclusions of the community development director or designee disputed by the person filing the appeal; and
- C. The appellant's name, address, telephone number and fax number, and any other information to facilitate communications with the appellant.

The person filing the appeal shall include the administrative appeal fee, as adopted under the current fee schedule. The appeal will not be accepted unless it is accompanied by the required fee.

If no appeal is submitted, this decision shall become final on **5:00 PM on May 20, 2025**.

Exhibit B

Edgewood City Hall Campus Map

