



**CITY OF EDGEWOOD
REGULAR COUNCIL MEETING AGENDA**

Tuesday, July 22, 2025 – 7:00 PM ♦ City Hall – 10440 Dom Calata Way East ♦ Edgewood, WA
Meeting Link: <https://cityofedgewood-org.zoom.us/j/86916509308>

- 1. CALL TO ORDER**
- 2. AUDIENCE COMMENT**
- 3. MAYOR'S REPORT**
- 4. CONSENT AGENDA:** *The consent agenda includes items that are routine in nature and are adopted by one motion. Should Council wish to discuss a consent agenda item, the item would be removed from the consent agenda and discussed under Council Business.*
The following items are presented for Council approval:
 - A.** Regular Council Meeting Minutes of July 8, 2025
 - B.** Study Session Meeting Minutes of July 15, 2025
 - C.** Review of Board/Commission Minutes
 - D. AB25-072-** a motion approving July 2025 Budgeted Expenditures as follows: Deferred Compensation Program; Payroll Direct Deposit; Department of Retirement Systems; IRS 941; Employment Security Department-PFML; Employment Security Department; Employment Security Department-WA Cares Fund; and Department of Labor & Industry in the amount of \$153,053.33 and Vendor Check Numbers 26529 through 26537, with EFT, and Direct Pay Payments in the amount of \$244,977.83. Total distributions submitted for review and authorization in the amount of \$398,031.16.
- 5. COUNCIL BUSINESS**
 - A. AB25-0686 -** Ordinance 25-0686 implementing the requirements of E2SSB 5258 and ESB 5559 for unit lot subdivisions
 - B. AB25-0687 -** Ordinance 25-0687 relating to amendments to EMC Chapter 18.97 Sign Code updating regulations for signs within or facing the public ROW
- 6. COUNCIL COMMENTS**
- 7. ADJOURN**

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



CITY OF EDGEWOOD REGULAR COUNCIL MEETING AGENDA SUMMARY

Tuesday, July 8, 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 led attendees in the Pledge of Allegiance. **Present:** Mayor Olson, Councilmember Pazaruski, Councilmember Ramirez, Councilmember West, Councilmember Buckley, Councilmember Southard **Excused:** Deputy Mayor Tomin, Councilmember Keith

2 PRESENTATION

- A. Draft Climate Impacts Report and Policy Audit
Representatives with Measure Meant presented the DRAFT Climate Impacts Report and Policy Audit for review and discussion.

3 AUDIENCE COMMENT

Daryl Eidinger spoke.

4 MAYOR'S REPORT

Mayor Olson shared his report with those in attendance.

5 CONSENT AGENDA:

- A. June 24, 2025 Regular City Council Meeting Minutes
- B. Study Session Meeting Minutes of July 1, 2025
- C. **AB25-071**- a motion approving July 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 \$185,123.28 and Vendor Check Numbers 26519 through 26528, with EFT, and Direct Pay Payments in the amount of \$142,948.78. Total distributions submitted for review and authorization in the amount of \$328,072.06.
- D. Resolution 25-0779, SR161 Fish Passages Sewer Agreement

Motion: As read **Action:** Approved **Moved by:** Councilmember Buckley **Seconded by:** Councilmember West **Motion Passed 5-0**

6 COUNCIL BUSINESS

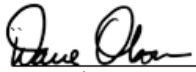
There was no council business to discuss.

7 COUNCIL COMMENTS

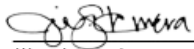
Mayor Olson, and Councilmembers Pazaruski, and Buckley spoke.

8 ADJOURN

Mayor Olson adjourned the meeting at 7:29pm.



Dave Olson
Mayor



Jill Schwerzler-Herrera
City Clerk/HR Director



CITY OF EDGEWOOD

STUDY SESSION MEETING AGENDA SUMMARY

Tuesday, July 15, 2025 – 7:00 PM ♦ City Hall – 10440 Dom Calata Way E ♦ Edgewood, WA

1 CALL TO ORDER

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

Present: Mayor Olson, Councilmember Pazaruski, Councilmember Ramirez, Councilmember Keith (virtually via Zoom) Councilmember West (virtually via Zoom), Councilmember Buckley, Councilmember Southard (virtually via Zoom) **Excused:** Deputy Mayor Tomin

2 COUNCIL BUSINESS

- A. Equity, Diversity, and Inclusion Council Sub-Committee Update
Nothing new to report.
- B. Economic Development Advisory Board (EDAB) Updates
Community Development Director Metzler briefly discussed this reoccurring agenda item.
- C. Subdivision Code Amendments
Planning Manager Josh Kubitza brought this item forward for review/discussion, explaining that the Planning Commission approved their recommendation at their June meeting.
- D. Sign Code Amendments
Community Development Director Metzler brought the Planning Commissions recommendation forward for review, noting the redline copy of EMC 18.97 the draft ordinance, and an exhibit containing the proposed code amendments.
- E. Budget Update
Finance Director Goraya presented sales tax and development revenue collections through June 2025 and General Fund projections for 2026-2030.

3 OTHER COUNCIL ITEMS

Mayor Olson, and Councilmembers Keith, Pazaruski, Buckley and Ramirez spoke.

4 ADJOURN

Mayor Olson adjourned the meeting at 7:54pm.


Dave Olson
Mayor


Jill Schwerzler-Herrera
City Clerk/HR Director



CITY OF EDGEWOOD

PLANNING COMMISSION MEETING AGENDA SUMMARY

Monday, May 12, 2025 – 6:00 PM ♦ City Hall – 2224 104th Avenue East ♦ Edgewood, WA

1 CALL TO ORDER

a. Pledge of Allegiance and Roll Call

Chair Overfield called the meeting to order at 6pm and led attendees in the Pledge of Allegiance. **Present:** Carly Guillory, JoAnn Overfield, Jan Furey, Tom Greene, Sarah Wagner **Excused:** Leyla Church, Carly Lenoir

2 CONSENT AGENDA:

a. Agenda Approval or Modification

b. Meeting Minutes of April 14, 2025

Motion: As Read **Action:** Approved, **Moved by:** Commissioner Green **Seconded by:** Commissioner Furey **Motion Passed 5-0**

3 CITIZEN COMMENT PERIOD

There were no citizen comments.

4 PUBLIC HEARINGS

a. Impact Fees

Chair Overfield called the public hearing to order at 6:02pm, followed by a staff presentation on the topic. With no public comment, the public hearing was adjourned at 6:05pm.

b. Land Use Table Updates

Commissioner Overfield called the public hearing to order at 6:05pm, followed by a staff presentation on the topic. With no public comment, the hearing was adjourned at 6:13pm.

5 ACTION ITEMS

a. Middle Housing Code Amendments

Motion: As Read **Action:** Approved, **Moved by:** Commissioner Furey **Seconded by:** Commissioner Wagner **Motion Passed 5-0**

b. ADU Code Amendments

Motion: As Read **Action:** Approved, **Moved by:** Commissioner Guillory **Seconded by:** Commissioner Furey **Motion Passed 5-0**

c. Parking Code Amendments

Motion: As Amended **Action:** Approved, **Moved by:** Commissioner Furey **Seconded by:** Commissioner Wagner **Motion Passed 5-0**

d. Hazardous Vegetation And Tree Preservation

Motion: As Read **Action:** Approved, **Moved by:** Commissioner Furey **Seconded by:** Commissioner Green **Motion Passed 6-0**

6 DISCUSSION ITEMS

a. Impact Fees

Community Development Director Metzler reviewed this item with the commission, stating the staff is continuing to work on updates to all the city's Impact Fee calculations and the Economic Development Advisory Board is recommending Transportation Impact Fee exemptions for certain land use categories to the city council.

b. Land Use Table Updates

Staff requested that the commissioners review and discuss the materials provided and request staff to prepare final edits for formal recommendation to the city council at their next meeting.

c. Subdivision Amendments

Commissioners requested staff schedule the Subdivision Amendment Public Hearing for the June 9, 2025, Planning Commission meeting.

d. Introduction - Sign Code Updates

Commissioners reviewed the proposed code amendments and requested staff proceed with the formal code amendment process and schedule a public hearing.

7 STAFF COMMENTS

Staff discussed the commissioners' expiring terms, and various upcoming code updates.

8 COMMISSIONER UPDATES

There were no commissioner updates.

9 ADJOURN

Chair Overfield adjourned the meeting at 6:56pm.



**CITY OF EDGEWOOD
ECONOMIC DEVELOPMENT ADVISORY BOARD (EDAB)
MEETING AGENDA SUMMARY**

Monday, May 5, 2025 – 6:00 PM ♦ City Hall – 2224 104th Avenue East ♦ Edgewood, WA

1 CALL TO ORDER

Chair Wiesenfeld called the meeting to order at 6:00pm.

Present: Andrew Wiesenfeld, Steven Weiss, Shawn Olesen, Michael Stacey **Excused:** Michael Pearce, Kelsey Morgan

2 CONSENT AGENDA:

A. Meeting Minutes of April 7, 2025

Motion: As Read **Action:** Approve, **Moved by:** Commissioner Weiss **Seconded by:** Michael Stacey
Motion Passed 4-0

3 CITIZEN COMMENT PERIOD:

There were no citizen comments.

4 ITEMS OF BUSINESS

A. Land Use Table

Recommendation: As Read **Moved by:** Commissioner Wiesenfeld **Seconded by:** Michael Olesen **Motion Passed 4-0**

B. Transportation Impact Fees

Recommendation: As Read **Moved by:** Commissioner Wiesenfeld **Seconded by:** Michael Stacey **Motion Passed 4-0**

C. Sales Tax Revenues

Board members discussed the data and how it might inform future recommendations for policy regarding business development and sales taxes.

D. Development Project Updates

Feedback was provided to staff on what they would like to review and have available at a regular frequency, depending on staff time and resources.

E. EDAB Appointments

Staff reminded board members of their upcoming expiring terms.

5 STAFF COMMENTS

There were no staff comments.

6 BOARD MEMBER UPDATES

Board members discussed pressing topics.

7 ADJOURN

Chair Wiesenfeld adjourned the meeting at 7:33pm.



City Of Edgewood Council Agenda Summary Sheet

Subject: AB25-072- a motion approving July 2025 Budgeted Expenditures as follows: Deferred Compensation Program; Payroll Direct Deposit; Department of Retirement Systems; IRS 941; Employment Security Department-PFML; Employment Security Department; Employment Security Department-WA Cares Fund; and Department of Labor & Industry in the amount of \$153,053.33 and Vendor Check Numbers 26529 through 26537, with EFT, and Direct Pay Payments in the amount of \$244,977.83. Total distributions submitted for review and authorization in the amount of \$398,031.16.	Agenda Item #: 4.D
	For Agenda of: 7/22/2025
	Prepared by: Stephanie Goff, Vicki Lundgren
Attachments (list): 1. 072225 Claims Register 2. 072225 Voucher Directory	
Approval of Materials: Stephanie Goff, Vicki Lundgren Dave Olson, Mayor 7/17/2025	Expenditure Required: \$398,031.16
	Amount Budgeted: \$398,031.16
	Timeline:

Summary Statement:

AB24-030 approving July 2025 Budgeted Expenditures as follows: Deferred Compensation Program; Payroll Direct Deposit; Department of Retirement Systems; IRS 941; Employment Security Department-PFML; Employment Security Department; Employment Security Department-WA Cares Fund; and Department of Labor & Industry in the amount of \$153,053.33 and Vendor Check Numbers 26529 through 26537, with EFT, and Direct Pay Payments in the amount of \$244,977.83. Total distributions submitted for review and authorization in the amount of \$398,031.16.

Item History:

Recommended Action:

MOTION to adopt AB25-072- a motion approving July 2025 Budgeted Ex as presented under the Consent Agenda.

Fiscal Note/Consideration:

Number	Name	Print Date	Amount
US Bank PAYROLL ACCOUNT DISTRIBUTION			
10611 Last Number Issued Previous Authorization			
<u>DCP EFT 7/15/825</u>	Deferred Compensation Program	7/15/2025	\$18,420.03
<u>Direct Deposit Run -</u>	Payroll Vendor	7/15/2025	\$89,098.88
<u>DRS EFT 7/15/25</u>	Dept of Retirement Systems	7/15/2025	\$13,114.79
<u>IRS 941 EFT 7/15/25</u>	IRS 941	7/15/2025	\$15,873.49
<u>Q2-2025 ESD PFML</u>	Employment Security Department-PFML	7/15/2025	\$4,984.00
<u>Q2-2025 ESD UI Tax</u>	Employment Security Department	7/15/2025	\$2,857.66
<u>Q2-2025 ESD WA</u>	Employment Security Department-WA Cares Fund	7/15/2025	\$2,350.13
<u>Q2-2025 L&I Taxes</u>	Dept of Labor & Industry	7/15/2025	\$6,354.35
Total			\$153,053.33

Number	Name	Print Date	Amount
CLAIM VOUCHER ACCOUNT DISTRIBUTION			
26528 Last Number Issued Previous Authorization			
<u>26529</u>	Bunce Rental Inc.	7/22/2025	\$984.31
<u>26530</u>	City of Sumner	7/22/2025	\$9,386.67
<u>26531</u>	Confluence Environmental Company	7/22/2025	\$2,737.50
<u>26532</u>	Drain-Pro	7/22/2025	\$2,558.08
<u>26533</u>	Gray & Osborne, Inc	7/22/2025	\$155.67
<u>26534</u>	Pierce County Budget & Finance Court	7/22/2025	\$30,675.00
<u>26535</u>	Pierce County Budget & Finance PW	7/22/2025	\$87,558.80
<u>26536</u>	Bradeen, Vicki S	7/22/2025	\$172.30
<u>26537</u>	West Coast Energy Systems, LLC	7/22/2025	\$460.31
<u>Direct Pay Payment</u>	AHBL	7/22/2025	\$19,278.75
<u>Direct Pay Payment</u>	Transpo Group	7/22/2025	\$7,425.00
<u>Direct Pay Payment</u>	Utilities Underground Location Center	7/22/2025	\$129.60
<u>Direct Pay Payment</u>	Whistle Workwear / Workworld	7/22/2025	\$292.29
<u>Direct Pay Payment</u>	American Traffic Solutions	7/22/2025	\$33,250.00
<u>Direct Pay Payment</u>	CDW Government	7/22/2025	\$6,422.32
<u>Direct Pay Payment</u>	Grainger	7/22/2025	\$968.95
<u>Direct Pay Payment</u>	McClatchy Company LLC	7/22/2025	\$1,172.84
<u>Direct Pay Payment</u>	McKinstry Co, LLC	7/22/2025	\$1,686.46
<u>Direct Pay Payment</u>	Pape Machinery Inc.	7/22/2025	\$18.05
<u>Direct Pay Payment</u>	Public Finance Inc.	7/22/2025	\$1,756.88
<u>Direct Pay Payment</u>	SCJ Alliance	7/22/2025	\$4,601.25
<u>EFT Payment 7/17/2025</u>	Comcast Business	7/22/2025	\$830.09
<u>EFT Payment 7/17/2025</u>	Puget Sound Energy	7/22/2025	\$8,636.78
<u>EFT Payment 7/17/2025</u>	Shell	7/22/2025	\$2,404.61
<u>EFT Payment 7/17/2025</u>	US Bank Corporate Payment System	7/22/2025	\$4,158.50
<u>EFT Payment 7/17/2025</u>	Verizon Connect Fleet	7/22/2025	\$211.13
<u>EFT Payment 7/17/2025</u>	Witherspoon Brajcich McPhee, PLLC	7/22/2025	\$60.00
<u>EFT Payment 7/17/2025</u>	Crystal Springs	7/22/2025	\$140.72
<u>EFT Payment 7/17/2025</u>	Department of Ecology	7/22/2025	\$8,382.00
<u>EFT Payment 7/17/2025</u>	Department of Revenue	7/22/2025	\$3,298.76
<u>EFT Payment 7/17/2025</u>	Dept. of L & I	7/22/2025	\$63.60
<u>EFT Payment 7/17/2025</u>	ESI Security	7/22/2025	\$561.51
<u>EFT Payment 7/17/2025</u>	Lakehaven Water & Sewer District	7/22/2025	\$360.28
<u>EFT Payment 7/17/2025</u>	Mt. View-Edgewood Water Co.	7/22/2025	\$2,845.42
<u>EFT Payment 7/17/2025</u>	Murrey's Disposal Company	7/22/2025	\$525.60
<u>EFT Payment 7/17/2025</u>	US Bank ACH/EFT	7/22/2025	\$807.80

Total Claims Voucher Distribution	\$244,977.83
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Total Distribution Submitted for Review & Authorization	\$ 398,031.16
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Authorization Adjustments:

Total Distribution Net of Prior Authorized Adjustments	\$ 398,031.16
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Claims Voucher Approval: I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein, that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, and that the claim is a just, due and unpaid obligation against the City of Edgewood, and that I am authorized to authenticate and certify to said claim.

Accounting Manager, Stephanie Goff

Mayor, Dave Olson

Council Member



Voucher Directory

Fiscal: : 2025 - July
Council Date: : 2025 - July - 2nd Council Meeting

Vendor	Number	Reference	Account Number	Description	Amount
AHBL					
		Direct Pay Payment 7/17/2025 10:36:53 AM - 1	2025 - July - 2nd Council Meeting		
		152711			
			May Svcs InDesign Document for Comp Plan		
			001-058-000-558-60-41-23	Professional Serv-GMA	\$4,957.50
				InDesign Document for Comp Plan	
		Total 152711			\$4,957.50
		153209			
			June Svcs Edgewood Prologis EIS		
			001-058-000-558-60-41-01	Professional Services-Reimbursable	\$13,016.25
				Edgewood Prologis EIS	
		Total 153209			\$13,016.25
		153210			
			June Svcs Final Document Design Comprehensive Plan		
			001-058-000-558-60-41-23	Professional Serv-GMA	\$1,305.00
				June Svcs Final Document Design Comprehensive Plan	
		Total 153210			\$1,305.00
		Total Direct Pay Payment 7/17/2025 10:36:53 AM - 1			\$19,278.75
Total AHBL					\$19,278.75
American Traffic Solutions					
		Direct Pay Payment 7/17/2025 10:36:53 AM - 2	2025 - July - 2nd Council Meeting		
		INV0102845			
			June Traffic Camera Services		
			001-021-000-521-70-41-11	Traffic Policing-Traffic Camera Contract	\$33,250.00
				7 Traffic Cameras	
		Total INV0102845			\$33,250.00
		Total Direct Pay Payment 7/17/2025 10:36:53 AM - 2			\$33,250.00
Total American Traffic Solutions					\$33,250.00
Bunce Rental Inc.					
	26529		2025 - July - 2nd Council Meeting		
		438517-2			
			July Rental		
			101-000-000-542-70-45-03	Roadside-Operating Rentals	\$984.31

Vendor	Number	Reference	Account Number	Description	Amount
				Wood Chipper Rental-Chrisella Road Slope	
		Total 438517-2			\$984.31
	Total 26529				\$984.31
Total Bunce Rental Inc.					\$984.31
CDW Government					
	Direct Pay Payment 7/17/2025 10:36:53 AM - 3		2025 - July - 2nd Council Meeting		
	AE9LL6E				
		PO 2025024			
		001-018-000-518-85-49-03		Computer Subscriptions	\$6,422.32
				Fortinet Annual Renewal	
		Total AE9LL6E			\$6,422.32
	Total Direct Pay Payment 7/17/2025 10:36:53 AM - 3				\$6,422.32
Total CDW Government					\$6,422.32
City of Sumner					
	26530		2025 - July - 2nd Council Meeting		
		1337			
		July 2025 Metro Animal Scvs			
		001-019-000-554-30-41-01		Animal Control Services	\$9,386.67
				Animal Control Svs. for July	
		Total 1337			\$9,386.67
	Total 26530				\$9,386.67
Total City of Sumner					\$9,386.67
Comcast Business					
	EFT Payment 7/17/2025 10:16:36 AM - 1		2025 - July - 2nd Council Meeting		
	246419795				
		7/15-8/14/25 Svcs			
		001-018-000-518-85-42-01		Cell Phones/Internet/Telecommunications	\$830.09
				City Hall Internet	
		Total 246419795			\$830.09
	Total EFT Payment 7/17/2025 10:16:36 AM - 1				\$830.09
Total Comcast Business					\$830.09

Vendor	Number	Reference	Account Number	Description	Amount
Confluence Environmental Company					
	26531			2025 - July - 2nd Council Meeting	
		18862			
				Wetland Reivew-25-1101-Morgan ADU (Edgewood)	
			001-058-000-558-60-41-01	Professional Services-Reimbursable	\$2,737.50
				Wetland Reivew-25-1101-Morgan ADU (Edgewood)	
		Total 18862			\$2,737.50
	Total 26531				\$2,737.50
Total Confluence Environmental Company					\$2,737.50
Crystal Springs					
	EFT Payment 7/17/2025 10:16:36 AM - 2			2025 - July - 2nd Council Meeting	
		15787820 070925			
				July Water Delivery	
			001-018-000-518-20-31-01	Office & Operational Supplies	\$140.72
				July Water Delivery	
		Total 15787820 070925			\$140.72
	Total EFT Payment 7/17/2025 10:16:36 AM - 2				\$140.72
Total Crystal Springs					\$140.72
Department of Ecology					
	EFT Payment 7/17/2025 10:16:36 AM - 3			2025 - July - 2nd Council Meeting	
		25-RS-WAR045006-1			
				2025 Stormwater Action Monitoring Permit	
			410-000-000-531-38-49-02	Non NPDES Permit Fees	\$8,382.00
				2025 Stormwater Action Monitoring Permit	
		Total 25-RS-WAR045006-1			\$8,382.00
	Total EFT Payment 7/17/2025 10:16:36 AM - 3				\$8,382.00
Total Department of Ecology					\$8,382.00
Department of Revenue					
	EFT Payment 7/17/2025 10:16:36 AM - 4			2025 - July - 2nd Council Meeting	
		063025-DOR			
				Q2 2025 Excise Tax return	
			001-018-000-518-85-35-01	IT Small Tools/Minor Equipment	\$33.02
				Sales Tax-Netool.IO-Network Repair Tool & Cable	
			001-076-000-576-80-31-01	Operational Supplies	\$66.89
				Sales Tax-Dog Waste Depot-Dog Waste Bags	
			401-000-000-535-10-41-51	State Taxes	\$3,198.85
				Q2 Public Utility Tax	
		Total 063025-DOR			\$3,298.76
	Total EFT Payment 7/17/2025 10:16:36 AM - 4				\$3,298.76
Total Department of Revenue					\$3,298.76

Vendor	Number	Reference	Account Number	Description	Amount
Dept. of L & I					
		EFT Payment 7/17/2025 10:16:36 AM - 5	2025 - July - 2nd Council Meeting		
		390329			
			Boiler/Pressure Vessel Inspection		
			001-018-000-518-30-45-07	Operating Permits	\$63.60
				Boiler/Pressure Vessel Inspection- City Hall Basement	
		Total 390329			\$63.60
		Total EFT Payment 7/17/2025 10:16:36 AM - 5			\$63.60
Total Dept. of L & I					\$63.60
Drain-Pro					
	26532		2025 - July - 2nd Council Meeting		
		144692			
			June Addt'l Svcs Edgemont Park		
			001-076-000-576-80-45-03	Operating Rentals	\$25.00
				Hand Sanitizer-Edgemont Park	
		Total 144692			\$25.00
		144693			
			June Addt'l Svcs Trailhead Park		
			001-076-000-576-80-45-03	Operating Rentals	\$25.00
				Hand Sanitizer-Trailhead Park	
		Total 144693			\$25.00
		145044			
			7/6-8/2/25 Svcs Edgemont Park		
			001-076-000-576-80-45-03	Operating Rentals	\$144.50
				Edgemont Park	
		Total 145044			\$144.50
		145045			
			7/6-8/2/25 Svcs Nelson Nature Park		
			001-076-000-576-80-45-03	Operating Rentals	\$259.00
				Nelson Nature Park	
		Total 145045			\$259.00
		145046			
			7/6-8/2/25 Svcs Nelson Farm Park		
			001-076-000-576-80-45-03	Operating Rentals	\$144.50
				Nelson Farm Park	
		Total 145046			\$144.50
		145047			
			7/6-8/2/25 Svcs Trailhead Park		
			001-076-000-576-80-45-03	Operating Rentals	\$224.50
				Trailhead Park	
		Total 145047			\$224.50
		145048			
			7/6-8/2/25 Svcs PW Yard		
			001-076-000-576-80-45-03	Operating Rentals	\$144.50

Vendor	Number	Reference	Account Number	Description	Amount
			PW Yard		
		Total 145048			\$144.50
		145695			
			July Addt'l Svcs Trailhead Park		
			001-076-000-576-80-45-03	Operating Rentals	\$1,591.08
				Damaged Portable Restroom-Trailhead Park	
		Total 145695			\$1,591.08
	Total 26532				\$2,558.08
Total Drain-Pro					\$2,558.08
ESI Security					
	EFT Payment 7/17/2025 10:16:36 AM - 6		2025 - July - 2nd Council Meeting		
	002397				
		July Purchases			
		001-018-000-518-20-31-01		Office & Operational Supplies	\$231.21
				Padlocks (Qty 6)-COE Barn Lights	
		001-022-000-548-30-32-02		Supplies/Parts-Vehicles & Equipment	\$330.30
				Locks (Qty 6)-PW Trailers	
		Total 002397			\$561.51
	Total EFT Payment 7/17/2025 10:16:36 AM - 6				\$561.51
Total ESI Security					\$561.51
Grainger					
	Direct Pay Payment 7/17/2025 10:36:53 AM - 4		2025 - July - 2nd Council Meeting		
	071025-G				
		May-June Statement			
		001-022-000-548-30-31-01		Operating Supplies	\$440.97
				Wasp/Hornet Killer(Qty 34)	
		001-022-000-548-30-31-53		PPE-Personal Protective Equipment	\$8.39
				Safety Glasses(Qty 2)	
		001-076-000-576-80-31-01		Operational Supplies	\$516.79
				Trash Cans,Towelette Stations(Qty 2 each);Soap Dispensers(Qty 4)-Jovita Station;	
		410-000-000-531-38-31-53		PPE-Personal Protective Equipment	\$2.80
				Safety Glasses(Qty 2)	
		Total 071025-G			\$968.95
	Total Direct Pay Payment 7/17/2025 10:36:53 AM - 4				\$968.95
Total Grainger					\$968.95

Vendor	Number	Reference	Account Number	Description	Amount
Gray & Osborne, Inc					
	26533			2025 - July - 2nd Council Meeting	
		43-G&O Prj. 21621.00			
				June Svcs-Chrisella Road East Safety Improvements	
			340-000-000-595-10-63-01	Capital Improvements-Engineering	\$155.67
				Chrisella Road East Safety Improvements	
		Total 43-G&O Prj. 21621.00			\$155.67
	Total 26533				\$155.67
Total Gray & Osborne, Inc					\$155.67
Lakehaven Water & Sewer District					
		EFT Payment 7/17/2025 10:16:36 AM - 7		2025 - July - 2nd Council Meeting	
		3574701 4/15-6/16/25			
				4/15-6/16/25 Svcs 2224 104th Ave E	
			001-018-000-518-30-47-04	Sewer Charges	\$135.42
				City Hall	
		Total 3574701 4/15-6/16/25			\$135.42
		3833501 4/15-6/16/25			
				4/15-6/16/25 Svcs 10301 36th St E	
			001-018-000-518-30-47-04	Sewer Charges	\$224.86
				Edgewood Community Park	
		Total 3833501 4/15-6/16/25			\$224.86
		Total EFT Payment 7/17/2025 10:16:36 AM - 7			\$360.28
Total Lakehaven Water & Sewer District					\$360.28
McClatchy Company LLC					
		Direct Pay Payment 7/17/2025 10:36:53 AM - 5		2025 - July - 2nd Council Meeting	
		16980			
				June Statement	
			001-019-030-514-30-41-02	Legal Publications	\$678.50
				June Statement	
			001-058-000-558-60-41-08	Legal Notices/Publications	\$494.34
				June Statement	
		Total 16980			\$1,172.84
		Total Direct Pay Payment 7/17/2025 10:36:53 AM - 5			\$1,172.84
Total McClatchy Company LLC					\$1,172.84
McKinstry Co, LLC					
		Direct Pay Payment 7/17/2025 10:36:53 AM - 6		2025 - July - 2nd Council Meeting	
		10291354			
				July Maintenance	
			001-018-000-518-30-48-03	Maintenance/Repairs - Buildings	\$1,686.46

Vendor	Number	Reference	Account Number	Description	Amount
				July Maintenance	
		Total 10291354			\$1,686.46
		Total Direct Pay Payment 7/17/2025 10:36:53 AM - 6			\$1,686.46
Total McKinstry Co, LLC					\$1,686.46
Mt. View-Edgewood Water Co.					
		EFT Payment 7/17/2025 10:16:36 AM - 8		2025 - July - 2nd Council Meeting	
		3401-100385 5/8-7/8/25			
		5/8-7/8/25 10301 36th St E			
		001-018-000-518-30-47-02		Water	\$1,074.56
				Edgewood Community Park-Irrigation Breaks/Vandalism	
		Total 3401-100385 5/8-7/8/25			\$1,074.56
		3401-2746 5/8-7/8/25			
		5/8-7/8/25 10440 Dom Calata Way			
		001-018-000-518-30-47-02		Water	\$306.34
				City Hall	
		Total 3401-2746 5/8-7/8/25			\$306.34
		3401-2823 5/8-7/8/25			
		5/8-7/8/25 10311 Dom Calata Way			
		001-018-000-518-30-47-02		Water	\$55.33
				PW Garage	
		Total 3401-2823 5/8-7/8/25			\$55.33
		3401-2961 5/8-7/8/25			
		5/8-7/8/25 1800 Meridian Ave E			
		001-018-000-518-30-47-02		Water	\$508.30
				1800 Meridian Ave E	
		Total 3401-2961 5/8-7/8/25			\$508.30
		3401-3796 5/8-7/8/25			
		5/8-7/8/25 1200 Meridian Ave E			
		001-018-000-518-30-47-02		Water	\$900.89
				1200 Meridian Ave E	
		Total 3401-3796 5/8-7/8/25			\$900.89
		Total EFT Payment 7/17/2025 10:16:36 AM - 8			\$2,845.42
Total Mt. View-Edgewood Water Co.					\$2,845.42

Vendor	Number	Reference	Account Number	Description	Amount
Murrey's Disposal Company					
	EFT Payment 7/17/2025 10:16:36 AM - 9		2025 - July - 2nd Council Meeting		
	12999270S111				
		June Services			
		001-022-000-544-20-47-03	Waste Disposal		\$525.60
		PW Yard			
	Total 12999270S111				\$525.60
	Total EFT Payment 7/17/2025 10:16:36 AM - 9				\$525.60
Total Murrey's Disposal Company					\$525.60
Pape Machinery Inc.					
	Direct Pay Payment 7/17/2025 10:36:53 AM - 7		2025 - July - 2nd Council Meeting		
	16217567				
		July Purchases			
		001-022-000-548-30-31-01	Operating Supplies		\$18.05
		Choke Knob/Cover			
	Total 16217567				\$18.05
	Total Direct Pay Payment 7/17/2025 10:36:53 AM - 7				\$18.05
Total Pape Machinery Inc.					\$18.05
Pierce County Budget & Finance Court					
	26534		2025 - July - 2nd Council Meeting		
	CI-371742				
		3rd Qtr 2025 Services			
		001-021-000-512-52-41-01	Court Services - Contracted		\$30,675.00
		3rd Qtr 2025 Services			
	Total CI-371742				\$30,675.00
	Total 26534				\$30,675.00
Total Pierce County Budget & Finance Court					\$30,675.00
Pierce County Budget & Finance PW					
	26535		2025 - July - 2nd Council Meeting		
	CI-371935				
		June M&O Services			
		101-000-000-542-38-41-02	Roadway-Road Maint (Intergov contract)		\$1,400.25
		101-000-000-542-66-41-03	Snow & Ice Control-Prof Svcs		\$2,450.54
		101-000-000-542-70-41-04	Roadside-ROW Veg Maint (Intergov)		\$6,531.51
		410-000-000-531-38-41-06	Storm Drainage-ROW Veg Maint		\$48,693.89
		410-000-000-531-38-41-07	Storm Drainage-Polution Control		\$12,582.16
		410-000-000-531-38-41-10	Storm Drainage-Ditch Maint		\$15,900.45
	Total CI-371935				\$87,558.80
	Total 26535				\$87,558.80
Total Pierce County Budget & Finance PW					\$87,558.80

Vendor	Number	Reference	Account Number	Description	Amount
Public Finance Inc.					
	Direct Pay Payment 7/17/2025 10:36:53 AM - 8	2025 - July - 2nd Council Meeting			
	0002571				
		3rd Qtr 2025 LID Services			
		202-000-000-535-10-41-01	Professional Services		\$1,756.88
		3rd Qtr 2025 LID Services			
	Total 0002571				\$1,756.88
	Total Direct Pay Payment 7/17/2025 10:36:53 AM - 8				\$1,756.88
Total Public Finance Inc.					\$1,756.88
Puget Sound Energy					
	EFT Payment 7/17/2025 10:16:36 AM - 10	2025 - July - 2nd Council Meeting			
	300000011233 June 2025				
		June Statement			
		001-018-000-518-30-47-01	Electricity		\$8,636.78
		6/3-7/1/25 Services			
	Total 300000011233 June 2025				\$8,636.78
	Total EFT Payment 7/17/2025 10:16:36 AM - 10				\$8,636.78
Total Puget Sound Energy					\$8,636.78
Refunds/Reimbursements Vendor					
	26536				
		2025 - July - 2nd Council Meeting			
	071525-VB	Vicki S Bradeen			
		Training Reimbursement			
		001-019-020-518-90-43-01	Travel		\$97.30
		Mileage Reimbursement-NWCI-Professional Development II-V.Bradeen			
		001-019-020-518-90-49-03	Registration & Training		\$75.00
		Training Reimbursement-IIMC-Digital Records Management & Retention-V.Bradeen			
	Total 071525-VB				\$172.30
	Total 26536				\$172.30
Total Refunds/Reimbursements Vendor					\$172.30
SCJ Alliance					
	Direct Pay Payment 7/17/2025 10:36:53 AM - 9	2025 - July - 2nd Council Meeting			
	81570				
		Prj 25-000102 West Valley Hwy Land Use Study			
		001-058-000-558-60-41-03	Professional Services-Non-reimbursable		\$1,517.00
		West Valley Hwy Land Use Study			
	Total 81570				\$1,517.00
	81675				
		Prj 25-000102 West Valley Hwy Land Use Study			
		001-058-000-558-60-41-03	Professional Services-Non-reimbursable		\$3,084.25

Vendor	Number	Reference	Account Number	Description	Amount
				West Valley Hwy Land Use Study	
		Total 81675			\$3,084.25
		Total Direct Pay Payment 7/17/2025 10:36:53 AM - 9			\$4,601.25
Total SCJ Alliance					\$4,601.25
Shell					
	EFT Payment 7/17/2025 10:16:36 AM - 11		2025 - July - 2nd Council Meeting		
	105949790				
		May Statement			
		001-022-000-548-30-32-01	Fuel		\$1,540.10
			Fuel		
		001-022-000-548-30-48-07	Maintenance/Repairs-Vehicles		\$127.00
			Oil Change-Vehicle #20		
		410-000-000-531-38-32-01	Fuel		\$695.17
			Fuel		
		410-000-000-531-38-48-07	Maintenance & Repairs-Vehicles		\$42.34
			Oil Change-Vehicle #20		
		Total 105949790			\$2,404.61
	Total EFT Payment 7/17/2025 10:16:36 AM - 11				\$2,404.61
Total Shell					\$2,404.61
Transpo Group					
	Direct Pay Payment 7/17/2025 10:36:53 AM - 10		2025 - July - 2nd Council Meeting		
	35461				
		Prj. 1.24363.00 Prologis EIS			
		001-058-000-558-60-41-01	Professional Services-Reimbursable		\$7,425.00
			Prologis EIS		
		Total 35461			\$7,425.00
	Total Direct Pay Payment 7/17/2025 10:36:53 AM - 10				\$7,425.00
Total Transpo Group					\$7,425.00
US Bank ACH/EFT					
	EFT Payment 7/17/2025 10:36:35 AM - 1		2025 - July - 2nd Council Meeting		
	070725-USB				
		June Safekeeping Fees			
		001-018-000-514-20-42-05	Bank & Bond Fees		\$24.00
			June Safekeeping Fees		
	Total 070725-USB				\$24.00

Vendor	Number	Reference	Account Number	Description	Amount
		071525-USB			
			Q2 Customer Analysis Fees		
			001-018-000-514-20-42-05	Bank & Bond Fees	\$783.80
				Q2 Customer Analysis Fees	
		Total 071525-USB			\$783.80
		Total EFT Payment 7/17/2025 10:36:35 AM - 1			\$807.80
		Total US Bank ACH/EFT			\$807.80
US Bank Corporate Payment System					
		EFT Payment 7/17/2025 10:16:36 AM - 12			
		062525-USB			
			June Statement		
			001-014-000-514-20-49-03	Registration & Training	\$40.00
				S.Goff-PSFOA-June Meeting-H.Goraya	
			001-018-000-518-20-31-01	Office & Operational Supplies	\$93.26
				J.Bartelson-Costco-Plastic Utensils,Paper Towels,Copy Paper	
			001-018-000-518-20-31-08	Wellness Supplies	\$16.81
				J.Bartelson-Fred Meyer-Ingredients/Protein Balls-Team Edge-Be Well	
			001-018-000-518-20-39-11	Teambuilding-Supplies	\$17.16
				J.Bartelson-Fred Meyer-Shortcakes-June Bday Treats-Team Edge-Be Well	
			001-018-000-518-85-49-03	Computer Subscriptions	\$721.00
				M.Ray-Netflare/HTTPS Scribe-Email Security;Yearly Software Subscription	
			001-019-020-518-90-49-03	Registration & Training	\$252.36
				J.S-Herrera-Fred Pryor Learning-Online Career Classes-V.Bradeen	
			001-021-000-521-20-31-01	Office & Operational Supplies	\$73.14
				J.Bartelson-Costco-Water & Cookies-Community Academy	
			001-022-000-548-30-31-01	Operating Supplies	\$247.58
				B.Whitman-Costo/Harbor Freight-Water, Electrolites; Misc Shop Supplies	
			001-022-000-548-30-32-02	Supplies/Parts-Vehicles & Equipment	\$165.75
				B.Whitman-Harbor Freight-Recovery Straps/Tie Downs/Storage Containers	
			001-022-000-548-30-48-07	Maintenance/Repairs-Vehicles	\$5.00
				G.Mehr-Tahoma Carwash-Vehicle #14	
			001-058-000-558-50-31-54	Work Clothing/Uniforms	\$36.11
				D.Davis-Amazon-Work Shirts (Qty 2)	
			001-058-000-558-50-49-03	Registration & Training	\$80.00
				J.Curbow-DOL/TM HCC Surety Group-Notary License; Notary Bond	
			001-058-000-558-60-41-08	Legal Notices/Publications	\$35.76
				J.Metzler-Click2Mail-NOA Mailing	
			001-058-000-558-60-49-03	Registration & Training	\$128.00
				J.Metzler-DOL-Professional Engineer License Renewal	
			001-076-000-576-80-31-01	Operational Supplies	\$236.29
				B.Whitman-Ace Hardware/SARCO Supply-Batteries;Restroom Cleaning Supplies	
			001-076-000-576-80-31-01	Operational Supplies	\$110.28
				J.Privett-Milton Ace/HD Fowler-PVC Parts for ECP & Jovita Restrooms	
			001-076-000-576-80-31-02	Recreation Activities & Events	\$1,900.00

Vendor	Number	Reference	Account Number	Description	Amount
				J.Bartelson-Special Events Insurance-Summer Fest	
		Total 062525-USB			\$4,158.50
		Total EFT Payment 7/17/2025 10:16:36 AM - 12			\$4,158.50
Total US Bank Corporate Payment System					\$4,158.50
Utilities Underground Location Center					
		Direct Pay Payment 7/17/2025 10:36:53 AM - 11		2025 - July - 2nd Council Meeting	
		5060149			
			June Services		
			410-000-000-531-38-49-09	Misc. Fees & Charges	\$129.60
				Utility Locating Svcs. for June	
		Total 5060149			\$129.60
		Total Direct Pay Payment 7/17/2025 10:36:53 AM - 11			\$129.60
Total Utilities Underground Location Center					\$129.60
Verizon Connect Fleet					
		EFT Payment 7/17/2025 10:16:36 AM - 13		2025 - July - 2nd Council Meeting	
		304000077273			
			June Statement		
			001-018-000-518-85-42-01	Cell Phones/Internet/Telecommunications	\$211.13
				6/1-6/30/25 Vehicle Tracking Svcs	
		Total 304000077273			\$211.13
		Total EFT Payment 7/17/2025 10:16:36 AM - 13			\$211.13
Total Verizon Connect Fleet					\$211.13
West Coast Energy Systems, LLC					
		26537		2025 - July - 2nd Council Meeting	
		167626-1			
			PO 2024046		
			001-018-000-518-30-48-03	Maintenance/Repairs - Buildings	\$460.31
				Generator Svcs-Minor PM Inspection	
		Total 167626-1			\$460.31
		Total 26537			\$460.31
Total West Coast Energy Systems, LLC					\$460.31

Vendor	Number	Reference	Account Number	Description	Amount	
Whistle Workwear / Workworld						
	Direct Pay Payment 7/17/2025 10:36:53 AM - 12		2025 - July - 2nd Council Meeting			
	063025-WW					
	June Statement					
		001-022-000-548-30-31-53		PPE-Personal Protective Equipment	\$219.22	
				Work Boots-T.Pettie & L.Bell		
		410-000-000-531-38-31-53		PPE-Personal Protective Equipment	\$73.07	
				Work Boots-T.Pettie & L.Bell		
	Total 063025-WW					\$292.29
	Total Direct Pay Payment 7/17/2025 10:36:53 AM - 12					\$292.29
Total Whistle Workwear / Workworld					\$292.29	
Witherspoon Brajcich McPhee, PLLC						
	EFT Payment 7/17/2025 10:16:36 AM - 14		2025 - July - 2nd Council Meeting			
	100003-005M-St #1					
	June Services					
		001-058-010-558-50-41-01		Professional Services	\$60.00	
				Oskamp		
	Total 100003-005M-St #1					\$60.00
	Total EFT Payment 7/17/2025 10:16:36 AM - 14					\$60.00
Total Witherspoon Brajcich McPhee, PLLC					\$60.00	
Grand Total	Vendor Count		36		\$244,977.83	



City Of Edgewood Council Agenda Summary Sheet

Subject: AB25-0686 - Ordinance 25-0686 implementing the requirements of E2SSB 5258 and ESB 5559 for unit lot subdivisions	Agenda Item #: 5.A
	For Agenda of: 7/22/2025
	Prepared by: Jeremy Metzler
Attachments (list): 1. EMC 16.01.120(B) Changes 2. Ordinance 25-0686 Subdivision Code Amendments 3. Exhibit A (2025-07-16)	
Approval of Materials: Jeremy Metzler Dave Olson, Mayor 7/17/2025	Expenditure Required: N/A
	Amount Budgeted: N/A
	Timeline: 07/15/2025-SS 07/22/2025 RCM

Summary Statement: Updates to the subdivision provisions in Edgewood Municipal Code (EMC) are required to align with recent changes in state law. Here is a summary of the relevant legislation:

- ESSB 5258 (2023) – Section 11 amends RCW 58.17.060 to all require cities to include unit lot subdivisions in their short plat regulation procedures which allows division of a parent lot into separately owned unit lots.
- ESB 559 (2025) – Section 1 amends RCW 58.17.020 to include unit lot subdivision definitions. Section 2 amends RCW 58.17.060 to require specific notes on the fact of the unit lot subdivision’s plat and requires cities to incorporate changes by 2027.

A Unit Lot Subdivision (ULS) creates new buildable lots, like a typical subdivision, except that ULS allows “unit lots” flexibility in the application of dimension standards (setbacks, lot coverage, etc.). In a ULS development, the main lot(s) be subdivided is considered the “parent lot.” The individual lots created are called “unit lots” which are also called “child lots”. These unit lots are legal lots of record and get their own tax parcels. The parent lot is required to comply with setbacks, max impervious, lot coverage, etc., while the unit lots do not. A ULS proposal may include a lot with existing structures, a vacant lot, or a combination thereof. Please see the Planning Commission packet materials (linked below) for visual examples.

Here is a summary list of key changes being proposed herein:

- EMC 16.01.065 & .090 – Clarifying edits and updates.
- EMC 16.01.070 – Minor definition revisions and new unit lot subdivision definitions.
- EMC 16.01.120 & .125, 16.06.080 – Clarity updates and Comprehensive Plan consistency updates regarding community septic systems.
- EMC 16.01.160 – Recording signature updates.

- EMC 16.01.180 – Added model home regulations.
- EMC 16.02.050 through .080 – Clarity and consistency updates.
- EMC 16.03.020 through .070 – Short plat modification clarity and consistency revisions.
- EMC 16.04.040 – Revise subdivision neighborhood meeting requirements to occur during the comment period instead of prior to application.
- EMC 16.04.120 – Subdivision modification clarity and consistency revisions.
- EMC 16.04.030 & .160 through .180 – Move subdivision final plat approval authority from City Council to the Director, as directed by Planning Commission, and associated updates.
- EMC 16.07 – Clarifying edits and updates to plat and binding site plan alteration code.
- EMC 16.08 – New unit lot short subdivision chapter.
- EMC 18.40.070 – Updating process type chart as needed for above items.

Staff issued a SEPA Determination of Nonsignificance (DNS) on May 19, 2025, with the SEPA public comment period ending with the PC's public hearing on June 9, 2025. No public comments were received. The Planning Commission unanimously approved their recommendation to the City Council at their June 9, 2025 meeting.

Following discussion at the July 15, 2025 study session, staff revised language proposed for EMC 16.01.120(B) to allow for new community septic systems only for new unit lot subdivisions, subject to the sanitary sewer connection requirements in EMC 11.35. Attached is an exhibit showing the existing code language, the draft version presented at the study session, and the proposed final version for consideration.

Attached for Council's consideration are an adopting ordinance and exhibit containing the proposed code amendments, including the changes to EMC 16.01.120(B) described above.

Item History:

Planning Commission: [April 14, 2025](#), [May 12, 2025](#), June 9, 2025 ([Public Hearing](#), [Action](#))

Recommended Action:

MOTION to adopt **AB25-0686** - Ordinance 25-0686 implementing the requirements of E2SSB 5258 and ESB 5559 for unit lot subdivisions

Fiscal Note/Consideration:

N/A

Existing Language:

Community on-site septic systems compliant with the Tacoma-Pierce County health department (TPCHD) regulations as set forth within the most current version of the TPCHD environmental health code are permissible.

Redline Version Presented at July 15, 2025 Study Session:

As of July 30, 2025, applications for new community on-site septic systems are prohibited. Existing community on-site septic systems compliant with the Tacoma-Pierce County health department (current TPCHD) regulations as set forth within the most current version of the TPCHD environmental health code are only permissible for unit lot subdivisions, where all the unit lots being served are located within the same parent lot as the community on-site septic system.

Clean Copy of July 15, 2025 Study Session Version:

As of July 30, 2025, applications for new community on-site septic systems are prohibited. Existing community on-site septic systems compliant with current TPCHD regulations are only permissible for unit lot subdivisions, where all the unit lots being served are located within the same parent lot as the community on-site septic system.

Redline Final Version Proposed, *allowing for new community septic systems on new unit lot subdivisions:*

As of July 30, 2025, applications for new community on-site septic systems are prohibited on all subdivisions, except for unit lot subdivisions, where all the unit lots being served are located within the same parent lot as the community on-site septic system. Existing community on-site septic systems compliant with current TPCHD regulations ~~are only will remain~~ permissible, subject to the sewer utility connection requirements as set forth in EMC Chapter 11.35 for unit lot subdivisions, where all the unit lots being served are located within the same parent lot as the community on-site septic system.

Clean Final Version Proposed:

As of July 30, 2025, applications for new community on-site septic systems are prohibited on all subdivisions, except for unit lot subdivisions where all the unit lots being served are located within the same parent lot as the community on-site septic system. Existing community on-site septic systems compliant with current TPCHD regulations will remain permissible, subject to the sewer utility connection requirements as set forth in EMC Chapter 11.35.

ORDINANCE NO. 25-0686

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF EDGEWOOD, PIERCE COUNTY, WASHINGTON, IMPLEMENTING THE REQUIREMENTS OF ENGROSSED SECOND SUBSTITUTE SENATE BILL (E2SSB) 5258 AND ENGROSSED SENATE BILL (ESB) 5559 FOR UNIT LOT SUBDIVISIONS; AMENDING TITLES 16 AND 18 OF THE EDGEWOOD MUNICIPAL CODE (EMC) TO ENSURE CONSISTENCY WITH STATE LAW; PROVIDING FOR SEVERABILITY; AND ESTABLISHING AN EFFECTIVE DATE

WHEREAS, in 2023 the Washington State Legislature passed Engrossed Second Substitute Senate Bill (E2SSB) 5258 (chapter 337, Laws of 2023) related to condominiums and townhouses, with requirements for cities to include unit lot subdivisions in their short plat regulation procedures; and

WHEREAS, in 2025 the Washington State Legislature passed Engrossed Senate Bill (ESB) 5559 (chapter 271, Laws of 2025) related to unit lot subdivisions and local government procedures; and

WHEREAS, the changes adopted therein necessitate Edgewood Municipal Code (EMC) updates to ensure consistency; and

WHEREAS, the Planning Commission met to review suggested amendments to EMC Titles 16 and 18 on April 14, 2025 and May 12, 2025; and

WHEREAS, the procedures for amendments to development regulations as provided in EMC 18.60 were followed as documented in the Planning Commission staff reports dated April 14, 2025 and May 12, 2025; and

WHEREAS, this Ordinance was submitted to the Department of Commerce for 60-day expedited review on May 19, 2025; and

WHEREAS, in accordance with the State Environmental Policy Act (SEPA), the City issued a Determination of Nonsignificance (DNS) on May 19, 2025 under File No. 25-008-CODE with a public comment period ending on June 9, 2025 and appeal period ending on June 24, 2025, where no appeals were received; and

WHEREAS, in accordance with EMC 18.60.070, on May 19, 2025 the City issued a Notice of a Public Hearing on the proposed code amendments, setting the Planning Commission public hearing for June 9, 2025 at 6:00 PM; and

WHEREAS, on June 9, 2025, the Planning Commission voted unanimously to recommend adoption to the City Council of the proposed amendments to EMC Titles 16 and 18 related to subdivisions; and

WHEREAS, the City Council reviewed the proposed code amendments at their study session held on July 15, 2025; and

WHEREAS, the City Council considered the amendments at their regular meeting held on July 22, 2025;

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

Section 1. EMC Titles 16 and 18 Amended. Amendments to EMC Titles 16 and 18 relating to unit lot subdivisions, including clarifications and other updates to maintain consistency with state law, are attached hereto as Exhibit A, incorporated by reference.

Section 2. Corrections. Upon the approval of the city attorney and/or the city clerk, the code publisher is authorized to make any necessary technical corrections to this ordinance, including but not limited to the correction of scrivener's/clerical errors, references, ordinance numbering, section/subsection numbers, and any reference thereto.

Section 3. Severability. If any section, sentence, clause or phrase of this ordinance should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, clause or phrase of this ordinance.

Section 4. Effective Date. A summary of this Ordinance, consisting of its title shall be published in the official newspaper of the City and shall take effect and be in full force five (5) days after publication as provided by law.

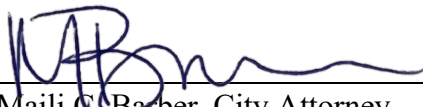
PASSED BY THE CITY COUNCIL ON THE 22ND DAY OF JULY, 2025

Dave Olson, Mayor

ATTEST/AUTHENTICATED:

Jill Schwerzler-Herrera, CMC
City Clerk

APPROVED AS TO FORM:



Maili C. Barber, City Attorney

Date of Publication: July 25, 2025

Effective Date: July 30, 2025

Chapter 16.01
GENERAL PROVISIONS

16.01.010 to 16.01.060 – NO CHANGES

16.01.065 Administration.

The duties and responsibilities of the reviewing entities are specified as follows:

A. The community development department is responsible for the administration and coordination of this title unless prescribed otherwise by law, and is responsible for reviewing compliance to those requirements set forth under this title.

B. The public works department is responsible for reviewing compliance to engineering and technical requirements prescribed in EMC Title 11, Sewers; Title 12, Streets, Sidewalks and Public Places; Title 13, Surface Water Management and Site Development; and floodplain hazard areas prescribed in EMC 14.80. The city engineer is responsible for accepting the layout of streets, alleys and other rights-of-way, design of bridges, sewage and water systems, and other structures; and making recommendations to the decision making authority regarding dedication to the public of such improvements.

C. The fire code official is responsible for reviewing compliance with fire access and fire safety requirements that are prescribed in the International Fire Code, as adopted in EMC Title 15.

D. The TPCPD is responsible for reviewing compliance to sewer and/or water services when sewer and/or water services are not available from the city or an authorized purveyor.

E. The authorized water purveyor is responsible for issuing water availability letters and ensuring water system improvements are adequately available to the development.

F. to G. – DELETED

16.01.070 Definitions.

For the purpose of this title, certain words and terms used in this title are defined as follows:

A. to L. – NO CHANGES

M. “Community on-site septic system” means a septic system designed to simultaneously serve two or more individual dwelling units which may be located on a different lot, tract, or parcel from the unit(s) being served.

N. to Q. – NO CHANGES

R. “Director” means the Community Development Director or designee, unless otherwise specified.

S. to Y. – NO CHANGES

Z. “Lot, parent” means a residential lot that is subdivided into unit lots through the unit lot subdivision process.

AA. “Lot, unit” means a subdivided lot within a residential development as created from a parent lot and approved through the unit lot subdivision process.

BB. “Lot of record” means a lot legally created as established in accordance with EMC 16.01.040.

CC. “Meander line” means a line along a body of water intended to be used solely as a reference for surveying.

DD. “Model home” means a structure constructed for dwelling purposes, but used for sales of other homes. For the purpose of this code, “model home” shall be defined as a dwelling in accordance with EMC 18.20.070.

EE. “Panhandle” means an irregular extension or protrusion of a lot created for the purpose of providing such lot with frontage on a public or private street or accessway.

FF. “Piggyback” or “accumulative short subdivision” means multiple short subdivision of contiguous existing lots held under common ownership, which would result in the creation of seven or more lots within a five-year period of the initial short subdivision approval. “Ownership,” for the purpose of this definition, means ownership as established at the date of the initial short subdivision approval.

GG. “Plat” means a neat and approximate drawing or representation of a proposed full subdivision showing the general layout of streets, lots, blocks, streets and alleys, or other divisions and dedications consistent with the provisions of this title and Chapter 58.17 RCW.

HH. “Preliminary plat” means a neat and approximate drawing or representation of a proposed full subdivision showing the general layout of streets, lots, blocks and other elements of a full subdivision consistent with the provisions of this title and Chapter 58.17 RCW. The preliminary plat shall be the basis for the approval or disapproval of the general layout of a full subdivision.

II. “Private street” means a street that is not deeded to the city and is used for access to lots that do not front on a public street. This includes, but is not limited to, access easements, pipestems, and panhandles accessing short subdivisions. Private streets may be required to provide public access to nonmotorized transportation.

JJ. “Public services” means any or all privately or publicly owned utility services, including water, sanitary, storm, gas and/or electric services.

KK. “Public way” means any publicly owned land set aside for surface transportation purposes, including vehicular, bicycle and pedestrian transportation, whether improved or not improved.

LL. “Right-of-way” means land owned, dedicated or conveyed to the public, used primarily for the movement of vehicular, wheelchair, bicycle, and pedestrian traffic. Right-of-way may be intended to be occupied by electrical transmission lines, oil or gas pipelines, water lines, sanitary storm sewer, and land privately owned; provided, that such land has been developed and constructed in compliance with all applicable laws and standards for a public right-of-way.

MM. “Roadway” means that portion of an approved street intended for the accommodation of vehicular traffic, generally between curb lines on an improved surface.

NN. “Short plat” means a neat and accurate drawing or representation of a short subdivision.

OO. “Sidewalk” means a paved, surfaced, or leveled area, paralleling and usually separated from the street, used as a pedestrian walkway.

PP. “Street” means a public thoroughfare or easement that acts as a primary means of ingress or egress to one or more lots, parcels, areas or tracts of land and includes the terms “roadway,” “highway,” “lane,” “avenue” or similar designation. For the purposes of this title, the definition of street includes all public and private utilities such as communication lines, cable television lines, electrical lines and equipment, natural gas distribution lines, stormwater, water and sewer facilities, trails, paths and other similar facilities commonly found in street rights-of-way.

QQ. “Street, public” means an approved street, whether improved or unimproved, held in public ownership and intended to be open as a matter of right to public travel.

RR. “Subdivision, full” means the division or redivision of land into seven or more lots, tracts, parcels, sites or divisions for the purpose of sale, lease, or transfer of ownership. Also referred to as a subdivision.

SS. “Subdivision, phased” means a full subdivision that is developed in increments over a period of time.

TT. “Subdivision, short” means the division or redivision of land into six or fewer lots, tracts, parcels, sites, or divisions for the purpose of sale, lease, or transfer of ownership.

UU. “TPCHD” means the Tacoma – Pierce County Health Department, or their successor local health agency.

VV. “Trail” means a type of sidewalk used for pedestrian and other nonmotorized traffic that connects development in full subdivisions, short subdivisions and binding site plans to public facilities such as schools and parks, major commercial areas, and development in other full subdivisions, short subdivisions and binding site plans.

WW. “Unit lot subdivision” means a short plat proposed as part of a residential development project that meets the development standards applicable to the parent lot at the time the application is vested, but which may result in development on one or more individual unit lots becoming nonconforming as to specified land use and development standards based on the analysis of the individual unit lot.

16.01.080 – NO CHANGES

16.01.090 Application of EMC Titles 11, 12, 13, 14, 18 and 20.

The provisions of EMC Title 11, Sewers; Title 12, Streets, Sidewalks and Public Spaces; Title 13, Surface Water Management and Site Development; Title 14, Critical Areas; Title 18, Development Standards; and Title 20, SEPA, shall apply to this title. If a provision of this title conflicts or overlaps with the provision of another ordinance of the city, the most restrictive provision or the provision imposing the highest standard prevails.

16.01.100 to 16.01.110 – NO CHANGES

16.01.120 On-site sewage disposal.

Approval of on-site sewage disposal systems from TPCHD is required whenever public sanitary sewer systems are not available as set forth in EMC 11.30.070. Preliminary approval from TPCHD of any proposed on-site sewage systems shall accompany any application for a preliminary subdivision or binding site plan. The city engineer shall review the TPCHD findings for accuracy and not accept their approval if it does not meet the city’s following requirements:

A. On-site sewage disposal systems for existing and proposed lots shall be located on the lot(s) they are intended to serve, except as authorized under EMC 16.01.125.

B. As of July 30, 2025, applications for new community on-site septic systems are prohibited on all subdivisions, except for unit lot subdivisions where all the unit lots being served are located within the same parent lot as the community on-site septic system. Existing community on-site septic systems compliant with current TPCHD regulations will remain permissible, subject to the sewer utility connection requirements as set forth in EMC Chapter 11.35.

16.01.125 Exceptions – On-site sewage disposal.

An existing on-site sanitary “private disposal” system (inclusive of existing community on-site septic systems) may be approved as an off-site sewage disposal system when such approval, as part of a subdivision application review, (A) would not adversely affect the public interest, and (B) would provide for greater compliance with the provisions of the subdivision code overall. The approval of an exception under this section must be noted in the findings of a formal written decision or staff report conditions and subject to final approval by the city. Any off-site sewage system must comply with TPCHD requirements for properly certifying and recording all easements related to the off-site system prior to any final subdivision or short subdivision approval.

16.01.130 to 16.01.150 – NO CHANGES

16.01.160 Recording certificates.

The following certificate shall be shown on the face of all final subdivisions, binding site plans and boundary line adjustments. The Director shall approve the format of the certificates.

A. Owner’s free consent;

B. Community Development Director;

C. Public Works Director;

E. Pierce County Assessor/Treasurer; and

F. (When on-site sewage disposal is used) TPCHD.

16.01.170 – NO CHANGES

16.01.180 Building and occupancy permit.

A. No building permit, septic tank permit, occupancy permit, or other development permit shall be issued for any lot divided in violation of this title, except that an innocent purchaser of value may obtain permits needed for development if such purchaser shows the following:

1. The lot was purchased at a market value not reflecting the illegal division;
2. The purchaser exercised reasonable diligence but did not know of the illegal division; and
3. The public interest will not suffer;
4. A written notice of the date, time and place of the proposed action is mailed by first class mail to the owners of record of the parcels adjacent to the subject property and they are given 10 days to respond.

B. No building permit for a structure that may have occupancy shall be issued for a structure on a lot within lands being divided prior to final approval and recording of the land division except provided by subsection C, below, and unit lot subdivisions (EMC 16.08).

C. Model Homes. It shall be the purpose and intent of this subsection to allow the construction of up to four detached principal units within a preliminary subdivision, which have been approved in accordance with all existing plans and regulations. Model homes shall be established subject to the following criteria:

1. Model homes must meet the requirements of the City of Edgewood Buildings and Construction Code (EMC Chapter 15.10) and obtain a certificate of occupancy as required in EMC 15.10.330.
2. All areas of the subdivision serving the model home(s) are served by an all-weather surface roadway as approved by the city engineer and fire official.
3. All required stormwater and drainage facilities necessary for the areas of the subdivision serving the model homes are in place and functional, to the satisfaction of the city engineer.
4. Only one model home may be occupied as a temporary real estate office pursuant to EMC 18.50.070.
5. Approval of model homes does not constitute a division of the property.
6. An existing dwelling(s) not demolished shall be counted against the total number of allowable model homes.
7. The footprint of all existing model homes, including roof overhangs, porches, decks, etc. shall be shown on the final plat to ensure that there are no encroachments into required setbacks.

16.01.190 to 16.01.200 – NO CHANGES

Chapter 16.02 BOUNDARY LINE ADJUSTMENTS

16.02.010 to 16.02.040 – NO CHANGES

16.02.050 Application.

Applications for boundary line adjustments shall be made on forms provided by the city and include the following information:

A. At least one original drawing, in an electronic format approved by the Director, containing the information prescribed in subsection (B) of this section.

B. to F. – NO CHANGES

16.02.060 Final approval.

A. The Director, having reviewed the boundary line adjustment for conformance with EMC 16.02.030, shall sign the boundary line adjustment indicating the city's approval. All other decisions shall comply with EMC 18.40.080 and EMC 18.40.200.

B. The proposed boundary line adjustment is not considered formally approved until it is filed for recording with the County Auditor. It shall be the responsibility of the applicant to file for recording the approved boundary line adjustment, bearing all required signatures and certifications, with the County Auditor and provide the items listed in EMC 16.02.060(C) to the city.

C. The applicant must return the following to the city within 14 days of recording:

1. Provide an electronic copy of the recorded boundary line adjustment.

16.02.070 Review procedures.

Boundary line adjustment applications shall be reviewed as a Process I administrative approval as prescribed in EMC 18.40.080.

16.02.080 Expiration.

The approved boundary line adjustment shall be recorded with Pierce County Auditor within six (6) months of the Director's signature. Boundary line adjustments not timely recorded shall automatically expire. No extensions of the expiration will be allowed.

Chapter 16.03 SHORT SUBDIVISIONS

16.03.010 – NO CHANGES

16.03.020 Scope and redivision of a short plat.

This chapter is for the division of any land into six or fewer lots for the purpose of sale, lease, or transfer of ownership, and which has not been divided by a short subdivision within the previous five years. Land within a short subdivision shall not be further divided in any manner within a period of five years without the filing of a final plat, except that when the short plat contains fewer than six lots as described above, nothing in this section shall prevent the owner who filed the short subdivision from filing an amendment within the five-year period to create up to a total of six lots within the original short subdivision boundaries.

16.03.030 Notice requirements.

Notice shall be provided as set forth in EMC 16.01.080 and EMC 18.40.

16.03.040 to 16.03.060 – NO CHANGES

16.03.070 Minor Modifications to a preliminary short plat approval.

A. Except as provided in subsections B and C of this section, a modification of a previously approved preliminary short plat is treated as a new application.

B. Exceptions. The following modifications of a preliminary short plat approval may be reviewed through final plat approval and do not require further review:

1. Changes required due to engineering design and details, unless the proposed detail modifies or eliminates features specifically required as an element of the preliminary plat approval;
2. Minor changes in lot lines or dimensions, as determined by the Director;
3. A decrease in the number of proposed lots.

C. Minor Modification Process and Criteria. Minor modifications to short plats shall be processed as a Process I application (EMC 18.040.080) to ensure that the modification meets the following criteria:

1. Does not create additional lots or significantly alter or vacate city easements, roads, or city-owned lands;
2. Maintains the quality of design or product established by the original approval;
3. Does not cause a significant environmental or land use impact on or beyond the site; or
4. Is necessary due to circumstances that render it impractical, unfeasible or detrimental to the public interest to accomplish the subject condition or requirement of preliminary plat approval.

D. Written Decision. The Director shall issue a written decision on the minor modification which contains the following:

1. A description of the original preliminary plat approval and the proposed modification;
2. An analysis of the proposed minor modification using the applicable decision criteria, including the facts upon which the decision and any conditions for the project are based; and
3. A statement that the minor modification is approved, approved with modifications or denied subject to the provisions of this section.

16.03.080 to 16.03.120 – NO CHANGES

16.03.130 – DELETED

16.03.140 to 16.03.150 – NO CHANGES

Chapter 16.04 FULL SUBDIVISIONS

16.04.010 to 16.04.020 – NO CHANGES

16.04.030 Review procedures.

Full Subdivision applications shall be reviewed in accordance with the following procedures:

A. A preliminary full subdivision application is reviewed as a Process III hearing examiner action pursuant to EMC 18.40.100.

B. A final plat application is reviewed as a Process I pursuant to EMC 18.40.070.

C. Prior to submission of a preliminary full subdivision application, a preapplication conference as prescribed in EMC 18.40.130 is highly recommended.

16.04.040 Neighborhood meeting.

A neighborhood meeting is required following the Notice of Complete Application issuance for a preliminary full subdivision application. The purpose of the neighborhood meeting is to allow the applicant to identify community concerns and directly receive public input on the preliminary plat application.

The meeting shall be held by the applicant at City Hall and shall be open to the public and to representatives of the city. The meeting date and time will be scheduled by city staff, in consultation with the applicant, and included with the associated Notice of Application and consistent with EMC 18.40.180 and EMC 16.01.080. The meeting shall be held on a weekday evening, but not during a city observed holiday, and held between 15 days and 30 days from Notice of Application issuance. The Notice of Application comment period shall include the meeting date. The applicant team shall take meeting minutes and provide them to the city within one week to be included as part of the record.

16.04.050 to 16.04.110 – NO CHANGES

16.04.120 Minor Modifications to an approved preliminary subdivision approval.

A. Except as provided in subsections B and C of this section, a modification of a previously approved preliminary plat is treated as a new application.

B. Exceptions. The following modifications of a preliminary plat approval may be reviewed through final plat approval and do not require further review:

1. Changes required due to engineering design and details, unless the proposed detail modifies or eliminates features specifically required as an element of the preliminary plat approval;
2. Minor changes in lot lines or dimensions, as determined by the Director; or
3. A decrease in the number of proposed lots.

C. Minor Modification Process and Criteria. Minor modifications shall be processed as a Process I application (EMC 18.040.080) to ensure that the modification meets the following criteria:

1. Does not create additional lots or significantly alter or vacate city easements, roads, or city-owned lands;
2. Maintains the quality of design or product established by the original approval;
3. Does not cause a significant environmental or land use impact on or beyond the site; and
4. Is necessary due to circumstances that render it impractical, unfeasible or detrimental to the public interest to accomplish the subject condition or requirement of preliminary plat approval.

D. Written Decision. The Director shall issue a written decision on the minor modification which contains the following:

1. A description of the original preliminary plat approval and the proposed modification;
2. An analysis of the proposed minor modification using the applicable decision criteria, including the facts upon which the decision and any conditions for the project are based; and
3. A statement that the minor modification is approved, approved with modifications or denied subject to the provisions of this section.

16.04.130 to 16.04.150 – NO CHANGES

16.04.160 Final plat approval.

The Director must review a proposed final plat using the permit review procedures defined in EMC 18.40.080, and grant approval only if the final plat is in conformance with the approved preliminary plat and/or any approved modifications and complies with the following criteria:

- A. All conditions of preliminary plat approval have been met;
- B. The final plat is consistent with the provisions of RCW Chapter 58.17 and other applicable State and local laws;
- C. The final plat bears the required certificates and statements of approval;

- D. The plat is technically correct and accurate as certified by the land surveyor responsible for the plat;
- E. The required facilities and improvements have been completed or the required bond or financial guarantees have been provided as set forth in EMC 16.04.110, EMC 16.06, and EMC 16.07; and
- F. Any inconsistencies with the approved preliminary plat are minor deviations that do not increase the number of lots, change any buildable lot size by more than 10 percent, or substantially alter the location or nature of improvements.

16.04.170 Time limitation on final full subdivision submittal.

The final full subdivision meeting all conditions of approval and local and state requirements shall be submitted to the city within five years of the date of the preliminary full subdivision approval, or the preliminary approval shall expire and become null and void except as specifically provided for in accordance with RCW 58.17.140 and 58.17.170.

16.04.180 Effect of an approved final full subdivision.

A full subdivision shall be governed by the terms of approval of the final plat, and the statutes, ordinances and regulations in effect at the time of final approval for a period of five years after final plat approval, unless the Director finds that a change of conditions creates a serious threat to the public health or safety in the subdivision.

16.04.190 – DELETED

**Chapter 16.06
DEDICATIONS AND IMPROVEMENTS**

16.06.010 to 16.04.070 – NO CHANGES

16.06.080 Sanitary sewers and on-site septic systems.

Compliance with applicable regulations is required. Sanitary sewer regulations can be found in EMC Title 11. On-site septic systems must comply with TPCHD regulations and the requirements of this title.

16.06.090 to 16.04.130 – NO CHANGES

**Chapter 16.07
SUBDIVISION VACATIONS AND ALTERATIONS**

16.07.010 – NO CHANGES

16.07.020 Administration.

The Director is authorized and directed to administer the provisions of this chapter. The authority to approve, approve with conditions, or deny an approved plat or a final binding site plan vacation or alteration is granted in EMC 16.07.030.

16.07.030 Review Procedures.

Plat and binding site plan alterations applications shall be processed and reviewed in the same manner as the original application provided in EMC 16.04 or EMC 16.04, and EMC 18.40. Short plat alteration applications shall be processed per EMC 16.07.090.

16.07.040 to 16.07.060 – NO CHANGES

16.07.070 – DELETED

16.07.080 to 16.07.090 – NO CHANGES

NEW CHAPTER
Chapter 16.08
UNIT LOT SHORT SUBDIVISION

16.08.010 Purpose.

The purpose of these provisions is to allow an alternative method of subdividing individual middle housing, multiple detached single-family residences, and townhouses, while applying only those development standards applicable to the parent lot as a whole, rather than to individual unit lots resulting from the subdivision.

16.08.020 Applicability.

An applicant may apply for a unit lot subdivision under the following proposals:

A. The proposed unit lot subdivision shall include no more than the number of lots, tracts, and parcels allowed for short subdivision as provided in EMC 16.03.020.

B. Only parent lots developed with or proposed to be developed with middle housing types, multiple detached single-family residences, or townhouses in which no dwelling units are stacked on another dwelling unit or other use, may be subdivided into individual, separately owned unit lots and common areas.

C. For previously developed lots, eligibility for unit lot subdivision shall be subject to compliance with all standards applicable to the parent lot and proposed unit lots. Inconsistency of existing development with the provisions of this section shall not constitute justification for a variance.

16.08.030 Application.

An application for a unit lot subdivision shall include:

A. Application Form and/or Checklist provided and maintained by the Department; and

B. All documentation and information required by EMC 16.03.040.

16.08.040 Review Procedures.

Unit lot subdivisions shall be processed and reviewed in the same manner as EMC 16.03, Short Subdivisions and EMC 18.40.090, Process Type II. If the unit lot subdivision is subject to Process Type I Design Review, the design review shall occur concurrently with the unit lot subdivision review.

16.08.050 Plat Notes.

The following plat notes shall be placed on the face of the unit lot subdivision drawings:

A. The title of the plat shall include the phrase “Unit Lot Subdivision.”

B. Approval of the design and layout of the unit lot's housing development project was granted based on detailed review of that specified project, as a whole, on the parent lot, including specific reference to the applicable permit or file number for that specified project.

C. Subsequent subdivision actions, additions, or modifications to the unit lot housing development project's structures may not create or increase any nonconformity of the parent lot as a whole, and shall conform to the approved unit lot housing development project or to the land use and development standards in effect at the time of the proposed actions, additions, or modifications.

D. If a structure or portion of a structure within the unit lot housing development project has been damaged or destroyed, any repair, reconstruction, or replacement of any structure shall conform to the approved unit lot housing development project or to the land use and development standards in effect at the time the proposed repair, reconstruction, or replacement project's permit application becomes vested.

E. Additional development or redevelopment of the individual unit lots may be limited as a result of the application of development standards to the parent lot.

16.08.060 General Requirements.

In addition to any other standards and approval criteria applicable to the unit lot subdivision, including EMC 16.03, proposals shall be subject to the following:

A. Development as a whole on the parent lot, rather than individual unit lots, shall comply with applicable development standards provided in EMC 18.80. This includes, but not limited to, setbacks, lot coverage, impervious surfaces, etc.

B. Except with unit lots with existing legally permitted dwelling unit, the unit lot shall be subject to the design standards provided in EMC 18.95, except where they conflict with the provisions of this section.

C. Portions of the parent lot not subdivided for individual unit lots shall be owned in common by the owners of the individual unit lots, or by a homeowners' association comprised of the owners of the individual unit lots located within the parent lot.

D. Parking shall be calculated and designed for each lot in compliance with EMC 18.90.130. All off-street parking is subject to EMC 18.90.090 landscaping requirements.

E. Access easements, joint use and maintenance agreements, and covenants, conditions and restrictions (CC&Rs) identifying the rights and responsibilities of property owners and/or the homeowners' association shall be executed and recorded with the county auditor for use and maintenance of common garage, parking, and vehicle access areas; bike parking; solid waste collection areas; underground utilities; common open space; shared interior walls; exterior building facades and roofs; and other similar features.

F. Each unit lot shall have individual utility services and meters that are specific to that dwelling unit. This includes utilities such as water, sanitary sewer/septic, power, gas, etc.

G. For unit lot short plats where any structures are proposed on, over, or across unit lot boundaries, each unit lot shall have an approved and issued building permit with a completed and inspected foundation prior to final plat approval to ensure that each unit lot conforms with applicable building and fire codes, unless otherwise approved by the Building Official and Fire Official.

16.08.080 Final approval and recording.

The final unit lot subdivision shall be prepared in accordance with the short subdivision final approval and recording requirements provided in EMC 16.03.

16.08.090 Expiration.

Time limitations on final unit lot subdivisions shall be in accordance with EMC 16.03.

16.08.100 Conflicts.

Any conflicts between the provisions of this section and the text of other sections in this title shall be resolved in favor of the text of this section.

Chapter 18.40
PROCEDURES FOR LAND USE PERMITS AND DECISIONS

18.40.010 to 18.40.060 – NO CHANGES

18.40.070 Process types.

Permit applications for review shall be classified as a Process I, Process II, Process III, or Process IV action, all of which are administrative in nature. Process V actions are legislative in nature. All land use permit applications and decisions are categorized by process type as set forth in this chapter. Please refer to Table 1: Application Processing Type below:

Table 1: Application Processing Type

	Process I Minor Administrative Approval	Process II Major Administrative Action	Process III Hearing Examiner Action	Process IV Quasi-Judicial Action	Process V Legislative Action
Permits	Administrative interpretations; Boundary line adjustments; Building permit; Design standards review; Final binding site plan; Subdivision modification; Final subdivision; Short plat modification; Final short plat; Limited home business; Manufactured or mobile home permit; ADU approval; Site development permit; Sign permit; Temporary sign permit; Temporary use; Tree removal permit; Zoning decisions	Administrative uses; Administrative variance; Binding site plan per EMC 16.05.050(B); Binding Site Plan alteration; Home business; Master plan; Environmental review; Preliminary Plat Modification, Short plat; Short plat Alteration; Unit Lot Short Subdivision	Binding site plan per EMC 16.05.050(A); Binding Site plan alteration; Conditional uses; Preliminary plat; Plat Alteration; Public facilities permits; Reasonable use permit; Variances; Residential cluster development	Site-specific rezone;	Ordinance text or area-wide map change; Annexation; Adoption of new planning-related ordinances
Recommendations	NA	NA	Staff	Planning commission	Planning commission
Decision-Making Body	Designee	Designee	Hearing examiner	City council	City council
Appeal	Mayor	Hearing examiner	City council	State agencies, Pierce County superior courts	State agencies, Pierce County superior courts
Notice/Comment	Not required	Nearby property owners invited to comment on an application	In addition to applicant, others affected invited to present initial information	In addition to applicant, others affected invited to present initial information	Anyone invited to present information

A. to F. – NO CHANGES

18.40.080 to 18.40.220 – NO CHANGES



City Of Edgewood Council Agenda Summary Sheet

Subject: AB25-0687 - Ordinance 25-0687 relating to amendments to EMC Chapter 18.97 Sign Code updating regulations for signs within or facing the public ROW	Agenda Item #: 5.B
	For Agenda of: 7/22/2025
	Prepared by: Jeremy Metzler
Attachments (list): 1. Ordinance 25-0687 Sign Code Updates 2. Exhibit A - EMC 18.97 Amendments 2025-07-16	
Approval of Materials: Jeremy Metzler Dave Olson, Mayor 7/16/2025	Expenditure Required: N/A
	Amount Budgeted: N/A
	Timeline: 07/15/2025 SS 07/22/2025 RCM

Summary Statement: There are some inconsistencies and conflicts to address in Edgewood Municipal Code (EMC) regarding signs located in public right-of-way. EMC 12.05.010(A) adopts Pierce County Code (PCC) Title 12 by reference, which prohibits objects in the public right-of-way “without the express permission in writing of the [City] Engineer” under [PCC 12.28](#). EMC Chapter 18.97 is consistent with this for permanent signs, but inconsistent for temporary signs. While EMC remains dependent on PCC for certain provisions, staff believes EMC 18.97 needs to be updated to resolve this inconsistency.

Staff has also received multiple complaints regarding signs mounted on fences and other site features that are facing the public right-of-way, as well as signs that are located on a different site than the business or service for which they are promoting or intended, as they may be considered distractions for the driving public and/or pose a legitimate safety concern.

Staff issued a SEPA Determination of Nonsignificance (DNS) on May 19, 2025, with the SEPA public comment period ending with the PC's public hearing on June 9, 2025. No public comments were received.

The Planning Commission (PC) unanimously approved their recommendation to the City Council at their June 9, 2025 meeting. Since the PC's recommendation, the City Attorney has reviewed the proposed amendments and advised changing EMC 18.97.240(G) to remain compliant with relevant case law regarding the prohibition of signage within the public right-of-way. To summarize, the following clarifications have been made to the existing provisions:

- Prohibiting signage in public right-of-way adjacent to public property,
- Prohibiting signage attached to any public owned improvements or infrastructure within the public right-of-way,

- Prohibiting signage placed within a drainage swale located within the public right-of-way, and
- Requires the approval of the abutting property owner to place signage in the public right-of-way.

Finally, attached for Council's consideration are an adopting ordinance and exhibit containing the proposed code amendments.

Item History:

Planning Commission: [May 12, 2025](#), June 9, 2025 ([Public Hearing](#), [Action](#))

Recommended Action:

MOTION to adopt **AB25-0687** - Ordinance 25-0687 relating to amendments to EMC Chapter 18.97 Sign Code updating regulations for signs within or facing the public ROW

Fiscal Note/Consideration:

N/A

ORDINANCE NO. 25-0687

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF EDGEWOOD, PIERCE COUNTY, WASHINGTON, RELATING TO AMENDMENTS TO EMC CHAPTER 18.97, SIGN CODE; UPDATING REGULATIONS FOR SIGNS WITHIN OR FACING PUBLIC RIGHT-OF-WAY; PROVIDING FOR SEVERABILITY; AND ESTABLISHING AN EFFECTIVE DATE

WHEREAS, the City of Edgewood adopted a new sign code under Ordinance 19-0552 on July 9, 2019, and amended sections regarding prohibited signs and definitions under Ordinance 21-0603 on April 13, 2021; and

WHEREAS, inconsistencies in Edgewood Municipal Code (EMC) have been identified regarding temporary sign allowances within the public-right-of-way; and

WHEREAS, staff has also received complaints regarding signs mounted on fences and other site features that are facing the public right-of-way, as well as signs that are located on a different site than the business or service for which they are promoting or intended, as they may be considered distractions for the driving public and/or pose a legitimate safety concern; and

WHEREAS, the Planning Commission met to review suggested amendments to EMC Chapter 18.97 on May 12, 2025; and

WHEREAS, this Ordinance was submitted to the Department of Commerce for 60-day expedited review on May 19, 2025; and

WHEREAS, in accordance with the State Environmental Policy Act (SEPA), the City issued a Determination of Nonsignificance (DNS) on May 19, 2025 under File No. 25-007-CODE with a public comment period ending on June 9, 2025 and appeal period ending on June 24, 2025, where no appeals were received; and

WHEREAS, in accordance with EMC 18.60.070, on May 19, 2025 the City issued a Notice of a Public Hearing on the proposed code amendments, setting the Planning Commission public hearing for June 9, 2025 at 6:00 PM; and

WHEREAS, on June 9, 2025, the Planning Commission voted unanimously to recommend adoption to the City Council of the proposed amendments to EMC Chapter 18.97 related to signs in and near the public right-of-way; and

WHEREAS, the City Council reviewed the proposed code amendments at their study session held on July 15, 2025; and

WHEREAS, the City Council considered the amendments at their regular meeting held on July 22, 2025;

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

Section 1. EMC Chapter 18.97 Amended. Amendments to EMC Chapter 18.97 relating to signs in and near the public right-of-way are attached hereto as Exhibit A, incorporated by reference.

Section 2. Corrections. Upon the approval of the city attorney and/or the city clerk, the code publisher is authorized to make any necessary technical corrections to this ordinance, including but not limited to the correction of scrivener's/clerical errors, references, ordinance numbering, section/subsection numbers, and any reference thereto.

Section 3. Severability. If any section, sentence, clause or phrase of this ordinance should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, clause or phrase of this ordinance.

Section 4. Effective Date. A summary of this Ordinance, consisting of its title shall be published in the official newspaper of the City and shall take effect and be in full force five (5) days after publication as provided by law.

PASSED BY THE CITY COUNCIL ON THE 22ND DAY OF JULY, 2025

Dave Olson, Mayor

ATTEST/AUTHENTICATED:

Jill Schwerzler-Herrera, CMC
City Clerk

APPROVED AS TO FORM:



Maili C. Barber, City Attorney

Date of Publication: July 25, 2025

Effective Date: July 30, 2025

Chapter 18.97 SIGN CODE

18.97.010 – NO CHANGES

18.97.020 Applicability and interpretations.

A. to C. – NO CHANGES

D. Compliance with these regulations does not remove an applicant's obligation to comply with applicable provisions of any other federal, state, or local law or regulation.

18.97.030 – NO CHANGES

18.97.040 Prohibited signs.

No person shall erect, alter, maintain, or relocate any of the following signs in the city:

A. to J. – NO CHANGES

K. Support Signs. Any sign tacked, painted, burned, cut, pasted, or otherwise affixed to utility poles, fences, poles, trees, rocks, posts, ladders, or similar supports visible from and/or within public rights-of-way.

L. Off-Site Signs. Any sign that is not located on the property for which it supports.

M. to O. – NO CHANGES

18.97.050 to 18.97.060 – NO CHANGES

18.97.070 Sign placement and location restrictions.

A. Rights-of-Way. No sign, permanent or otherwise, may be placed within the public right-of-way, except Governmental Signs (EMC 18.97.030(E)) or as otherwise permitted by first obtaining a street use permit or a special event permit from the city. See EMC 18.97.240(G) for restrictions on temporary signs within the right-of-way but outside the roadway.

B. to D. – NO CHANGES

18.97.080 to 18.97.120 – NO CHANGES

18.97.130 Permanent signs.

Permanent signs shall comply with the sign area, height, number, type, and other requirements of this section and any other applicable sections, as well as the following Table 1 in this section¹. Sign permits are required for all permanent signs in accordance with EMC 18.97.260, Sign permits.

Table 1 – Standards for Permanent Signs by Sign Type.

Type	Zone	Number of Signs	Maximum Height (feet)	Maximum Area (sq. ft.)	Setbacks
Accessory Sign (EMC 18.97.140)	Only allowed in the TC, C, MUR, BP, I, and P zoning districts	1 sign at each vehicle ingress or egress, no more than 4 accessory signs per parcel	Building- mounted max. of 8 ft.; freestanding max. of 3 ft. from grade	3 sq. ft. per sign face; may be double-sided	Flexible, see EMC 18.97.140
Accessory Sign – Drive Through, Large (EMC 18.97.140)	Only allowed in the TC, C, MUR, BP, I, and P zoning districts	In addition to other accessory signs, 1 large accessory sign for each point of entry to a drive-up window	5.5 ft., including the associated sign structure	45 sq. ft. per drive-up point of entry	Signs shall be oriented so that the sign face is not visible from vehicles travelling in the public right-of-way
Awning or Canopy Sign (EMC 18.97.150)	Only allowed in the TC, C, MUR, BP, I, and P zoning districts	1 awning sign for each primary entrance to a tenant space, see EMC 18.97.150 for secondary entrances	Awning sign cannot be mounted higher than a max. of 25 ft. above the ground floor	On primary elevation, sign shall not exceed 1 sq. ft. of sign per linear foot of awning or canopy width	Cannot project beyond the edges of the awning on which it is displayed. Cannot project above, below, or beyond the edges of

Table 1 – Standards for Permanent Signs by Sign Type.

Type	Zone	Number of Signs	Maximum Height (feet)	Maximum Area (sq. ft.)	Setbacks
					the building wall on which it is located.
Building-Mounted Wall Signs (EMC 18.97.160)	Residential parcels larger than 2 acres in any zoning district	1 per each building facade on an accessory structure, e.g., barn that is parallel to and visible from a street frontage	Shall not project above rooflines or obscure architectural details and may not exceed 70% of the blank wall height	50 sq. ft., but cannot exceed 3% of the area of the facade of building where sign is mounted	Mounted on building that must comply with setbacks
Building-Mounted Wall Signs (EMC 18.97.160)	In the TC, C, MUR, BP, I, and P zoning districts	1 per each building facade that is parallel to and visible from a street frontage	Shall not project above rooflines or obscure architectural details and may not exceed 70% of the blank wall height	Up to 5% of the area of the facade upon which sign is placed, not to exceed 60% of the width of wall plane or tenant space	Mounted on building that must comply with setbacks
Changeable Copy Signs (EMC 18.97.170)	In all zoning districts	1 per parcel but 1 additional sign allowed if placed 100 ft. from public right-of-way and other restrictions	15 ft. max.	No more than 20% of the allowed wall sign area or 50% of a freestanding sign may be changeable copy; if at least 100 ft. from streets, may be a max. of 50% of wall sign area	If building-mounted, building must comply with setbacks; if freestanding, sign must comply with setbacks for freestanding signs
Freestanding Signs (EMC 18.97.180)	MR-2, TC, C, MUR, BP, I, and P zoning districts ¹	See code – 1 for each site frontage	See code – depending on street frontage, 6 to 15 ft.	See code – depending on street frontage, 20 to 100 sq. ft.	5 ft. from street property line; 25 ft. from any interior side lot line; and 30 ft. from any residential zone
Ground-Mounted or Landscape Wall Signs (EMC 18.97.190)	Allowed in all zones but not allowed on individual single-family lots	1 per development	5 ft. max. from grade	Between 24 sq. ft. to 32 sq. ft., see EMC 18.97.190	At least 5 ft. from street property line; 25 ft. from any interior side lot line
Portable Signs (EMC 18.97.200)	Only allowed in the TC, C, MUR, BP, I, and P zoning districts	1 per business or tenant space	Sandwich board signs, max. of 4 ft. in height; pole-mounted signs, max. of 5 ft. in height	Sandwich board signs, 3 ft. in width; pole-mounted, 2 ft. in width	Must be located no further than 10 ft. from primary building of business; prohibited on public right-of-way without street use permit
Projecting Signs (EMC 18.97.210)	All zoning districts	1 per tenant space or building frontage, allowed in addition to wall signage	No higher than the first story level of the building; no lower than 8 ft. above the grade of sidewalk, walkway or driveway	Nonresidential zones: cannot exceed 12 sq. ft.; residential zones: face of sign cannot exceed 1.5 sq. ft. in area	Must be attached to building which complies with setbacks, may extend a max. of 4 ft. from building and hung a minimum of 6 inches from building
Service Island Signs (EMC 18.97.220)	Only allowed in the TC, C, MUR, BP, I, and P zoning districts	1 sign on canopy fascia per street frontage, not to exceed 20% of area of canopy fascia	See building-mounted wall sign requirements	20% of area of canopy fascia to which sign is mounted	Mounted on building that must comply with setbacks
Sign Walker (EMC 18.97.230)	Only allowed in the TC, C, MUR, BP, and I zoning districts	No limit	Shall not exceed 8 ft. in height when held in place	8 sq. ft. in area	Minimum of 30 ft. from street intersection; prohibited on public property or public right-of-way, in

Table 1 – Standards for Permanent Signs by Sign Type.

Type	Zone	Number of Signs	Maximum Height (feet)	Maximum Area (sq. ft.)	Setbacks
					driveways, parking stalls, driving lanes, etc.
Window Sign ² (EMC 18.97.250)	All zoning districts	No more than 1 permanent window sign per window	No higher than second-story windows for permanent window signs	Shall not exceed 25% of area of window in which sign is displayed	Building in which window sign is displayed must comply with setbacks

1. See EMC 18.97.240 for temporary freestanding signs which are allowed in residential areas.
2. Window signs may be permanent or temporary. This table includes the regulations for permanent window signs.

18.97.140 Accessory signs.

No permit shall be issued for an accessory sign which does not comply with the following standards:

A. to F. – NO CHANGES

G. Drive-Through Large Accessory Signs. In addition to the accessory signs allowed for vehicle points of entry and in addition to freestanding signs otherwise allowed under EMC 18.97.180, large accessory signs are allowed for each point of entry to a drive-up window, subject to the following standards:

1. Maximum Sign Size. Thirty square feet.
2. Maximum Sign Height. Five feet, six inches, including the associated sign structure.
3. Orientation. Large accessory signs must be oriented so that the sign face is not visible from vehicles travelling in any public rights-of way.
4. Screening. All sides of large accessory signs must be screened from the view of vehicles travelling in the public right-of-way with landscaping or walls of brick, stone, or siding materials that match the principal walls of the building to which the sign applies. If landscaping is used for screening, it must provide full screening at maturity and must be large enough at planting to provide at least 70 percent screening of the sign.
5. Audio. No sound or amplification may be emitted that is audible beyond the site.

18.97.150 to 18.97.170 – NO CHANGES

18.97.180 Freestanding signs.

No sign permit shall be issued for a freestanding sign that does not comply with the following standards:

A. Zone. Permanent freestanding signs are only allowed in the MR-2, TC, C, MUR, BP, I, and P zoning districts.²

B. to E. – NO CHANGES

18.97.190 Ground-mounted or landscape wall sign.

No permit shall be issued for a ground-mounted or landscape wall sign which does not comply with the following standards:

Figure 18



A. Zones. Allowed in all zones except residential lots in the R-1 and R-2 zones.

B. Number. Multiple signs are permitted to a maximum of 24 square feet and sign(s) shall not cover more than 40 percent of the landscape wall's background area.

C. Setback. Perimeter/screen walls shall be located wholly on private property, comply with setback requirements of the underlying zone, and be located at least five feet from the sidewalk when abutting public right-of-way.

D. Dimensions.

1. Residential subdivisions or multifamily developments: one sign up to a maximum of 24 square feet in area.
2. Nonresidential use in R-1, R-2, MR-1, and MR-2 zoning districts: one sign up to a maximum of 16 square feet in area.
3. Nonresidential use in TC, C, MUR, BP, I, and P zoning districts: one sign up to a maximum of 24 square feet in area.
4. Civic uses in all zoning districts: one sign up to a maximum of 32 square feet.

E. Height. Maximum of five feet above grade. The sign copy shall be a minimum of six inches below the top of the wall and 12 inches above ground level. Signs shall not project above or beyond the top or sides of the landscape wall.

F. Design. Illumination is permitted.

18.97.200 Portable signs.

No permit shall be issued for a portable sign, sandwich board sign, or pole-mounted sign that does not comply with the following standards:

A. Zone. Allowed only in the MR-2, TC, C, MUR, BP, I, and P zoning districts, except that temporary portable signs are allowed in residential zones, subject to the provisions of EMC 18.97.240, Temporary signs.

B. Number. Not more than one portable sign may be displayed per business or per tenant space.

C. Location. Must be located no farther than 10 feet from the primary building of the business, or, if there is only one business or tenant space on the site, it may be located not farther than 10 feet from the site's driveway entrance. No portable sign may be located within, over, or on public right-of-way without a street use permit issued by the city.

D. to G. – NO CHANGES

18.97.210 Projecting signs.

No permit shall be issued for any projecting sign that does not comply with the following standards:

A. to B. – NO CHANGES

C. Location.

1. to 4. – NO CHANGES

5. No projecting sign shall extend into the public right-of-way to any point within ten feet of a vehicular travel lane without an approved street use permit issued by the city.

D. to E. – NO CHANGES

F. Design.

1. In nonresidential zones, Projecting signs may be illuminated, internally or indirectly. In residential zones, projecting signs may not be illuminated.

2. to 4. – NO CHANGES

18.97.220 – NO CHANGES

18.97.230 Sign walkers.

Sign walkers are allowed, subject to the following standards:

A. to C. – NO CHANGES

D. Location. Sign walkers are restricted to a minimum of 30 feet from a street or driveway intersection, measured from the back of the curb or edge of pavement if no curb exists, and shall not be located in any of the following places:

1. On any public property or within public right-of-way, although sign walkers are allowed on public sidewalks as limited above;

2. to 5. – NO CHANGES

E. to F. – NO CHANGES

18.97.240 Temporary signs.

A. to C. – NO CHANGES

D. Residential Zones. Temporary signs may be placed on property residentially zoned in accordance with the requirements of this chapter and the following:

1. to 2. – NO CHANGES

3. Freestanding Signs (Includes Post-Mounted, Stake-Mounted, and Portable Signs). No more than two on-site freestanding temporary signs may be displayed per site, as follows:

a. Non-Multifamily Properties. Temporary freestanding signs shall not exceed four square feet in size and five feet in height if the sign is mounted on the ground. Temporary freestanding signs shall not exceed three feet in height if the sign is stake-mounted or portable.

b. Multifamily Properties. Temporary freestanding signs shall not exceed six square feet in size and five feet in height if the sign is post-mounted on the ground. Temporary freestanding signs shall not exceed three feet in height if the sign is stake-mounted or portable.

4. – NO CHANGES

E. Nonresidential or Mixed-Use Properties. Temporary signs are allowed on properties within the TC, C, MUR, BP, and P zoning districts in accordance with the requirements of this chapter and the following:

1. Building-/Surface-/Wall-Mounted Signs.

- a. Size. Limited to 40 square feet total per building site, not to exceed 20 square feet per individual sign.
- b. Location. Must be flatly affixed to walls below the fascia or parapet line, or flatly affixed to on-site fences only if not visible from public right-of-way. Signs shall not be attached or tethered to other site improvements.

2. to 3. – *NO CHANGES*

F. – NO CHANGES

G. City Right-of-Way. Except for Governmental Signs (EMC 18.97.030(E)), and unless otherwise authorized by a street use permit, other valid permit, license, or other government approval, temporary signs are prohibited in the public right-of-way adjacent to public property. Temporary signs placed in violation of this section are subject to removal and disposal by the city without notice. The city shall hold signs removed from public right-of-way for a minimum of two weeks before disposing of the sign. Other temporary signs in the public right-of-way (placed outside of the roadway) must comply with the following requirements:

1. Location.

- a. Where a sidewalk or pathway exists: Allowed only between the property line and the back edge of the nearest sidewalk or pathway.
- b. Where no sidewalk or pathway exists: Allowed only between the property line and a line five feet away from the nearest edge of the roadway pavement.
- c. Signs may not be placed on sidewalks, driveways, or other paved areas designed for pedestrian or vehicular use; attached to any public owned improvements or infrastructure within the public right-of-way; or placed within a drainage swale located within the public right-of-way. Approval of the abutting property owner is required.

2. Type. Signs on stakes that can be manually pushed or hammered into the ground are allowed. All other signs are prohibited, unless specifically allowed by a street use permit.

3. Size and Height. Limited to four square feet in area, and no more than three feet in height.

4. Attachments. Signs in the right-of-way may not include attachments such as balloons, streamers, or other attention-getting devices.

18.97.250 to 18.97.290 – *NO CHANGES*

18.97.300 Definitions.

The words and phrases used in this chapter shall be construed as defined in this section, unless the context clearly appears otherwise. Unless specifically defined in this section, the definitions set forth in other provisions of this code shall likewise apply to this chapter.

“A Definitions” to “Nonconforming sign” – NO CHANGES

“Nonresidential zone” means, in the context of this chapter, the Mixed Use Residential (MUR), Commercial (C), Town Center (TC), Public (P), Business Park (BP), and Industrial (I) zones..

“O Definitions” to “Raceway” – NO CHANGES

“Residential zone” means, in the context of this chapter, the Residential (R-1/R-2) and Mixed Residential (MR-1/MR-2) zones.

“Right-of-way” to “Window sign” – NO CHANGES