



**CITY OF EDGEWOOD
COUNCIL STUDY SESSION AGENDA**

Tuesday, January 19, 2021 – 7:00 PM ♦ City Hall – 2224 104th Avenue East ♦ Edgewood, WA

1. CALL TO ORDER

Roll Call, Pledge of Allegiance

2. COUNCIL BUSINESS

A. Presentations – All Staff Meet and Greet

B. Discussion – Equity, Diversity and Inclusion (Trainings, Planning, etc.)

C. Discussion – Development Review

D. Discussion – Ordinance – Building Codes

E. Discussion – Ordinance – Termination of Nonconforming Status

F. Discussion – Ordinance – Lot of Record Definitions and Development Standards

G. Discussion – Job Descriptions – Code Compliance Manager & Development Review Coordinator

3. OTHER COUNCIL ITEMS

4. ADJOURN

Study Sessions are meetings for Council to review upcoming and pertinent business of the City, no action is taken by the City Council. Study Sessions are open to the public, but public input is reserved for the regular Council meetings

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 Council Agenda Summary Sheet

Subject: Presentations – All Staff Meet and Greet	Agenda Item #: 2.A
	For Agenda of: 1/19/2021
	Prepared by:
Attachments (list):	
Approval of Materials:	Expenditure Required:
	Amount Budgeted:
	Timeline:

Summary Statement:

Item History:

Recommended Action:

Fiscal Note/Consideration:



City Of Edgewood Council Agenda Summary Sheet

Subject: Discussion – Equity, Diversity and Inclusion (Trainings, Planning, etc.)	Agenda Item #: 2.B
	For Agenda of: 1/19/2021
	Prepared by: Daryl Eiding
Attachments (list):	
Approval of Materials: Daryl Eiding Rachel Pitzel 1/15/2021	Expenditure Required:
	Amount Budgeted:
	Timeline: Topic to be added to all future Study Sessions (see item history below)

Summary Statement:

City Council is committed to creating a stronger and more inclusive community and believe that equity, diversity and inclusion is essential for our present and our future.

Item History:

Council has asked that this topic be a discussion item at all future study sessions for the foreseeable future. Council has discussed Equity, Diversity and Inclusion trainings and planning at the following meetings:

09/01/2020 Study Session
 09/15/2020 Study Session
 09/29/2020 Study Session
 10/06/2020 Study Session
 10/20/2020 Study Session
 11/03/2020 Study Session
 11/24/2020 Study Session
 12/05/2020 Part I - National League of Cities - REAL Action: Advancing Racial Equity in Edgewood
 12/12/2020 Part II - National League of Cities - REAL Action: Advancing Racial Equity in Edgewood
 01/05/2021 Study Session
 01/19/2021 Study Session

Recommended Action:

N/A

Fiscal Note/Consideration:

N/A



City Of Edgewood Council Agenda Summary Sheet

Subject: Discussion – Development Review	Agenda Item #: 2.C
	For Agenda of: 1/19/2021
	Prepared by: James Tumelson
Attachments (list): 1. 2020 Permit Inspection Tally - December Numbers	
Approval of Materials: James Tumelson Rachel Pitzel 1/15/2021 Dave Gray 1/15/2021 Daryl Eidinger 1/15/2021	Expenditure Required:
	Amount Budgeted:
	Timeline:

Summary Statement:

I will be discussing the current permitting and inspection volumes. During this discussion I will compare month to month and to last year's permit activity.

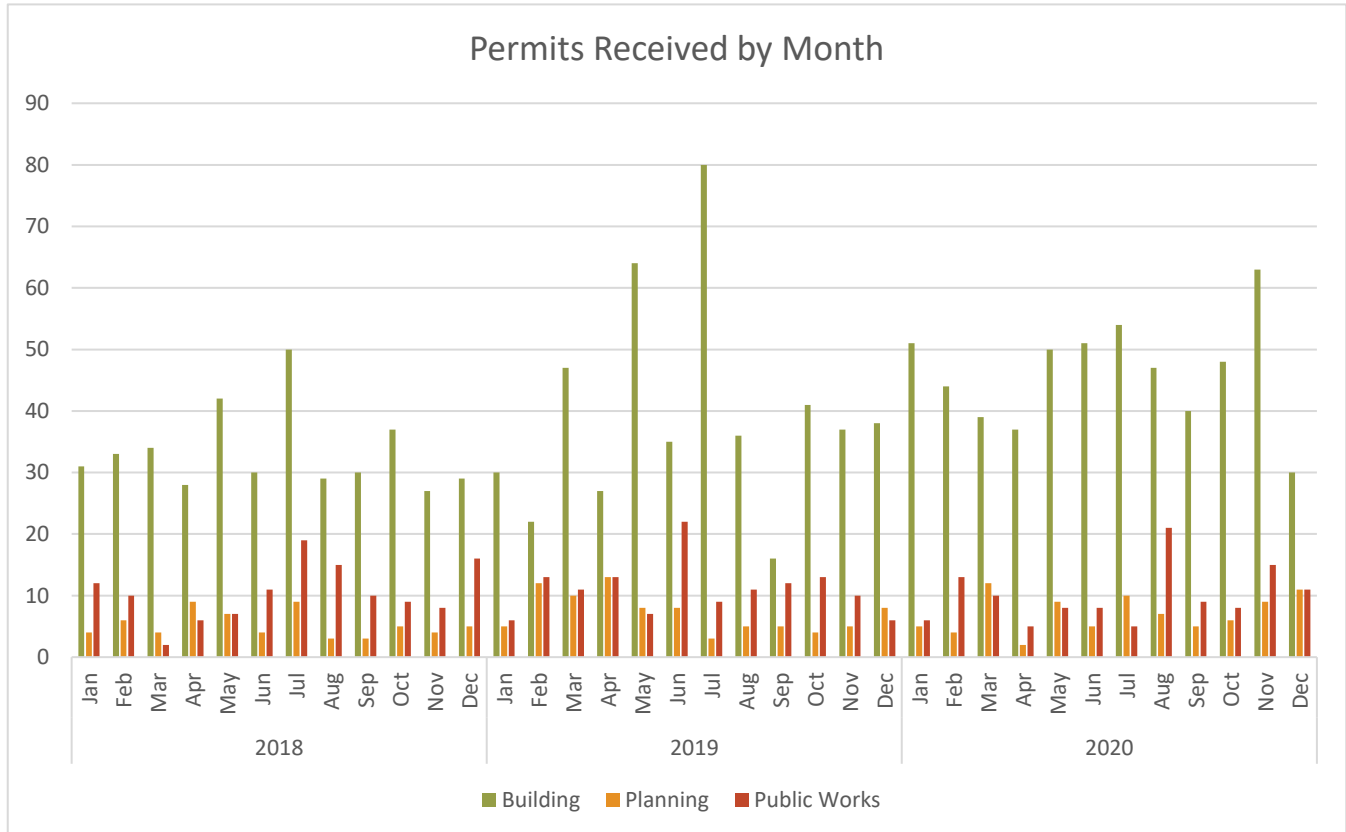
Item History:**Recommended Action:**

Hold a discussion on Development Review

Fiscal Note/Consideration:

Dec 2020

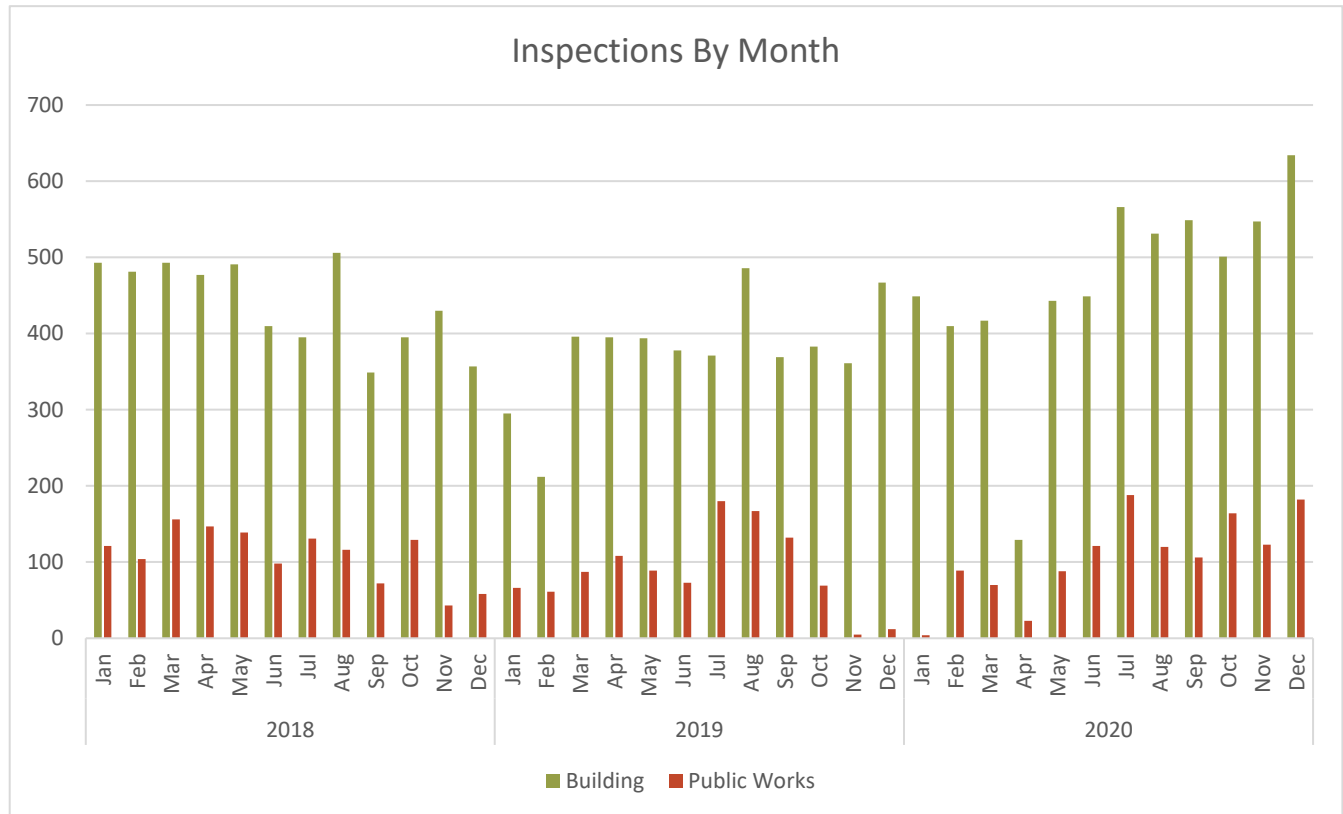
City of Edgewood Monthly Development Report



Permits	Building		Planning		Public Works	
	Received	Issued	Received	Issued	Received	Issued
Dec 2020	30	28	11	7	11	4
Dec 2019	38	40	8	4	6	10
Dec 2018	29	23	5	2	16	5
Average 2020	46	33	7	3	10	7
Average 2019	39	38	7	6	11	10
Average 2018	33	32	5	2	10	7
YTD 2020	554	399	85	40	119	88
YTD 2019	473	456	86	66	133	125
YTD 2018	400	389	63	20	125	81
	Building		Planning		Public Works	
	Month	Received	Month	Received	Month	Received
Highest Month 2020	Nov	63	Mar	12	Aug	21
Highest Month 2019	Jul	80	Apr	13	Jun	22
Highest Month 2018	Jul	50	Apr	9	Jul	19

Dec 2020

City of Edgewood Monthly Development Report



<i>Inspections</i>	Building		Public Works	
Dec 2020	634		182	
Dec 2019	467		12	
Dec 2018	357		58	
Average 2020	469		107	
Average 2019	376		87	
Average 2018	440		110	
YTD 2020	5625		1278	
YTD 2019	4507		1049	
YTD 2018	5277		1314	
	Building		Public Works	
	Month	Insp.	Month	Insp.
Highest Month 2020	Dec	634	Jul	188
Highest Month 2019	Aug	486	Jul	180
Highest Month 2018	Aug	506	Mar	156



City Of Edgewood Council Agenda Summary Sheet

Subject: Discussion – Ordinance – Building Codes	Agenda Item #: 2.D
	For Agenda of: 1/19/2021
	Prepared by: Darren Groth
Attachments (list): 1. ORD - 2018 Building Codes 2. Proposed Local Amendments to EMC 15.05	
Approval of Materials: Darren Groth Rachel Pitzel 1/15/2021 Dave Gray 1/15/2021 Daryl Eidingen 1/15/2021	Expenditure Required: N/A Amount Budgeted: N/A Timeline: 01/05/2021: Initial SS 01/12/2021: Public Hearing 01/19/2021: Follow Up SS 01/26/2021: Final Action

Summary Statement:

The State Building Code Council has a proposed adoption date of February 1st 2021 for the 2018 International codes. On September 15, 2020, Building Official James Tumelson discussed the timeline and introduced several sections of the EMC that he observed are in need of modification and updating. This agenda item is a follow up discussion for James to present the drafted ordinance and local code amendments.

Item History:

Introductory study session discussion with City Council on September 15, 2020.

Recommended Action:

Hold a discussion and provide staff direction on the Building Code Ordinance

Fiscal Note/Consideration:

ORDINANCE NO. 20-xxxx

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF EDGEWOOD, PIERCE COUNTY, WASHINGTON, ADOPTING THE 2018 STATE BUILDING CODE, RESIDENTIAL CODE, MECHANICAL CODE, FIRE CODE, UNIFORM PLUMBING CODE, FUEL GAS CODE, AND ENERGY CODE, AND THE 2020 LIQUEFIED PETROLEUM GAS CODE AND NATIONAL ELECTRICAL CODE UPDATES; AMENDING CHAPTER 15.05 OF THE EDGEWOOD MUNICIPAL CODE (“EMC”) RELATED TO THE BUILDING CONSTRUCTION CODES; PROVIDING FOR SEVERABILITY; AND ESTABLISHING AN EFFECTIVE DATE.

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

WHEREAS, current provisions of the Edgewood Municipal Code (“EMC”) adopt and rely upon various state and national codes, which have been superseded by statewide amendments (2018 and 2020 editions), effective February 1, 2021; and

WHEREAS, the 2018 and 2020 amendments to the state and national codes necessitate corollary amendments to the EMC, along with a few additional minor housekeeping amendments; and

WHEREAS, on January 5, 2021, City Council discussed the draft Ordinance in a study session; and

WHEREAS, on January 12, 2021, City Council held a public hearing on the proposed code amendment to the EMC pertaining to the adoption of the 2018 Building Codes; and

WHEREAS, on January 19, 2021, City Council held a study session to provide final direction to staff regarding the proposed code amendments; and

WHEREAS, on January 26, 2021, City Council considered this Ordinance during its regular City Council meeting;

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

Section 1. Chapter 15.05 EMC (Building Construction Codes), Amended. Chapter 15.05 of the Edgewood Municipal Code entitled, “Building Construction Codes,” is hereby amended as set forth in as Exhibit A, attached hereto and by this reference fully incorporated herein.

Section 2. 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 3. Effective Date. A summary of this Ordinance consisting of its title shall be published in the official newspaper of the City and shall take effect and be in full force on February 1, 2021, as provided by law. The full text of this Ordinance shall be mailed without charge, upon request.

PASSED BY THE CITY COUNCIL ON THE 26TH DAY OF JANUARY, 2021

Mayor Daryl Eiding

ATTEST/AUTHENTICATED:

Rachel Pitzel, CMC
City Clerk

APPROVED AS TO FORM:

City Attorney, Ann Marie J. Soto

Date of Publication:

Effective Date: February 1, 2021

EXHIBIT A

Chapter 15.05

BUILDING CONSTRUCTION CODES*

Sections:

- 15.05.010 Purpose.
- 15.05.020 Definitions.
- 15.05.025 Fees.
- 15.05.030 Copies of codes on file.
- 15.05.040 National Electrical Code.
- 15.05.050 Building code.
- 15.05.060 Residential building code – Adopted – Amendments.
- 15.05.080 Plumbing code.
- 15.05.090 Mechanical code.
- 15.05.100 ~~2018~~ International Property Maintenance Code.
- 15.05.110 International Fire Code.

*Prior legislation: Ord. 99-127.

15.05.010 Purpose.

The purpose of this chapter is to provide for and promote the health, safety, and welfare of the general public, and not to create or to otherwise establish or designate any particular class or group of persons who will or should be especially protected or benefited by the terms of this chapter. (Ord. 16-478 § 1 (Exh. A); Ord. 10-343 § 1 (Exh. A); Ord. 07-289 § 1; Ord. 04-224 § 1).

15.05.020 Definitions.

Whenever reference is made to local authority, codes, jurisdiction, and similar concepts, within the codes adopted by reference in this chapter, interpretations rendered by such reference shall apply to the city jurisdiction and authority. Whenever the following words appear in the codes adopted by reference in this chapter, they are to be interpreted as follows:

- A. “Administrative authority” as “building official”;
- B. “Building official” and “code official” as “mayor or designee”;
- C. “Chief,” “fire chief” or “fire marshal” for the purpose of Section 104.11 of the International Fire Code means the fire chief of East Pierce Fire and Rescue, and for all other purposes in the codes, the “fire code official”;
- D. “Corporation counsel” or “corporate counsel” as “city attorney or designee”;
- E. “City treasurer” as “city finance director”;
- F. “Local zoning code” as the “city of Edgewood zoning code”; and
- G. “Municipality,” “city” and “jurisdiction” as the “city of Edgewood.” (Ord. 16-478 § 1 (Exh. A); Ord. 15-447 § 1 (Exh. A); Ord. 10-343 § 1 (Exh. A); Ord. 07-289 § 1; Ord. 04-224 § 1).

15.05.025 Fees.

Fees not otherwise identified within this chapter are assessed in accordance with the city’s currently adopted fee schedule, as may be amended from time to time. (Ord. 16-478 § 1 (Exh. A); Ord. 10-343 § 1 (Exh. A); Ord. 07-289 § 1; Ord. 04-224 § 1).

15.05.030 Copies of codes on file.

The city shall at all times keep on file with the city clerk, for reference by the general public, not less than one copy of the following codes and resolutions, or parts thereof, as herein adopted by reference, together with the amendments and supplements thereto herein made a part of this chapter. The copy of codes on file may be placed by the city clerk in the custody of the office of the building official in order to make them more readily available for inspection and use by the general public.

~~A.~~ The International Building Code, published by the International Code Council, ~~Inc.~~, as adopted by the Washington State Building Code Council in Chapter 51-50 WAC, ~~2015–~~ 2018 Edition;

B. The International Residential Code, published by the International Code Council, Inc., as adopted by the Washington State Building Code Council in Chapter 51-51 WAC, ~~2015–~~ 2018 Edition;

C. The International Mechanical Code and Standards, published by the International Code Council, Inc., as adopted by the Washington State Building Code Council in Chapter 51-52 WAC, except that the standards for liquefied petroleum gas installations shall be NFPA 58 (Storage and Handling of Liquefied Petroleum Gases) and ANSI Z223.1/NFPA 54 (National Fuel Gas Code), ~~2015–~~ 2018 Edition;

~~D.~~ The International Property Maintenance Code, published by the International Code Council, ~~Inc.~~, ~~effective July 1, 2013, and any subsequent editions published by the International Code Council, Inc., effective July 1st of the following calendar year,~~ 2015–2018 Edition;

E. The International Fire Code and Standards, published by the International Code Council, ~~2015–~~ 2018 Edition;

F. Except as provided in RCW 19.27.170, the current edition of the Uniform Plumbing Code and Uniform Plumbing Code Standards, published by the International Association of Plumbing and Mechanical Officials, as adopted by the Washington State Building Code Council in Chapters 51-56 and 51-57 WAC, ~~2015–~~ 2018 Edition;

~~G.~~ ~~Fuel Gas Code published by the International Code Council, Inc., as adopted by the Washington State Building Code Council in Chapter 51-52 WAC, NFPA 54, published by the American Gas Association and the National Fire Protection Association, 2015 Edition;~~

~~H.~~ The ~~2015–2020~~ Liquefied Petroleum Gas Code, NFPA 58, published by the National Fire Protection Association;

~~I.~~ The ~~2015–2018~~ International Fuel Gas Code, published by the International Code Council, ~~Inc.~~, as adopted by the Washington State Building Code Council in Chapter 51-52 WAC;

~~J.~~ The rules adopted by the Washington State Building Code Council establishing standards for making buildings and facilities accessible to and usable by the physically disabled or elderly persons as provided in RCW 70.92.160, as they now exist or are hereafter amended;

~~K.~~ The ~~current edition of the~~ Washington State Energy Code, as adopted by the Washington State Building Code Council in Chapters ~~51-11R and 51-11C~~ WAC, ~~2018~~ Edition;

~~L.~~ All amendments, supplements, modifications, exclusions, exemptions, and additions to the codes identified in subsections (A) through (K) of this section adopted by the Washington State Building Code Council, and published in WAC Title 51, including, but not limited to, Chapters 51-11, 51-50, 51-51, 51-52, 51-54, 51-56 and 51-57 WAC. (Ord. 16-478 § 1 (Exh. A); Ord. 10-343 § 1 (Exh. A); Ord. 07-289 § 1; Ord. 04-224 § 1).

15.05.040 National Electrical Code.

The city will require compliance with ~~the requirements of the~~ ~~current 2020~~ edition of the National Electrical Code, published by the National Fire Protection Association, as adopted by the Department of Labor and Industries in Chapter 296-46B WAC, and Chapter 19.28 RCW. (Ord. 16-478 § 1 (Exh. A); Ord. 10-343 § 1 (Exh. A); Ord. 07-289 § 1; Ord. 04-224 § 1).

15.05.050 Building code.

The International Building Code and Standards published by the International Code Council, and Appendix C (Group U – Agricultural Buildings), and Appendix J (Grading), together with amendments and/or additions thereto, are hereby adopted by reference. The ~~2015~~ 2018 Edition of the International Building Code is amended to include the following new and amended provisions. In the event of any conflict between any provision of the IBC and this section, the provisions of this section shall apply. New sections or subsections shall be deemed deleted from the IBC and the amended provisions inserted in their place in accordance with the direction of this section.

A. International Building Code Defined. The terms “International Building Code” and “IBC” shall refer to the adoption by reference in this chapter.

B. IBC Section 101.1, entitled “Title,” is hereby amended to read as follows:

These regulations shall be known as the Building Code of the City of Edgewood, Washington, hereinafter referred to as “this code”.

C. IBC Section 101.4.3 Plumbing. Section 101.4.3 of the IBC is hereby deleted in its entirety.

D. IBC Section 101.4.6 Energy. Section 101.4.6 of the IBC is hereby deleted in its entirety.

E. IBC Section 102.6 Amended. Section 102.6 of the IBC is hereby amended by adding subsection 102.6.1 to read as follows:

102.6.1 Additions, alterations or repairs. Additions, alterations or repairs to any structure shall conform to that required for a new structure without requiring the existing structure to comply with all of the requirements of this Code. A 50% or greater change to an existing floor area shall meet the provisions of this Code and shall apply to existing and proposed additional square footage in their entirety.

F. IBC Section 104 Amended. Section 104 of the IBC is hereby amended by adding subsection 104.12 to read as follows:

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

G. IBC Section 105.3 Amended. Section 105.3 of the IBC is hereby amended by adding subparagraph 105.3(8), to read as follows:

8. Supply as much information as required to provide an accurate environmental disclosure pursuant to adopted land use, zoning and environmental regulations.

H. IBC Section 107.1 Amended. Section 107.1 of the IBC is hereby amended to read as follows:

107.1 Submittal Documents. Plans, specifications, engineering calculations, diagrams, soil investigation reports, environmental data pertaining to any Critical Area designation as required per EMC Title 14, special inspection and structural observation programs and other data shall constitute the submittal documents and shall be submitted in one or more sets with each application for a permit. When such plans are not prepared by a licensed architect, engineer, or geologist, the Building Official may require that the applicant submitting such plans or other data demonstrate that state law does not require that the plans be prepared by a licensed architect, engineer or geologist. The Building Official may require plans, computations and specifications to be prepared and designed by an engineer, geologist, or architect licensed by the state to practice as such even if not required by state law.

Each sheet of plans must bear the seal and signature of the architect, engineer, or geologist who prepared the plans and specifications. Such architect, engineer, or geologist must be qualified in the proposed work and authorized for such practice in the State of Washington. Further, plans, computations, and specifications for all structural design work must bear the seal and signature of and be prepared and designed by (or under the direct supervision of) an architect, structural engineer or geologist authorized to practice as such in the state of Washington. However, the Building Official may accept the design of the engineer for assembly line products or designed specialty structural products.

I. IBC Section 109.2 Amended. Section 109.2 of the IBC is hereby amended by adding subsection 109.2.1 to read as follows:

109.2.1 Permit Fees. The fee for each permit shall be as set forth in the adopted City of Edgewood Fee Schedule.

J. IBC Section 109.2 Amended. Section 109.2 of the IBC is hereby amended by adding subsection 109.2.2 to read as follows:

109.2.2 Plan Review Fees. When submittal documents are required by Section 106.1, a plan review fee shall be paid at the time of submitting the submittal documents for plan review. Said plan review fee shall be 65% of the building permit fee as set forth in the City's adopted fee schedule.

The plan review fees specified in this section are separate fees from the permit fees specified in Section 109.2.1 and are in addition to the permit fees.

K. IBC Section 109.3 Amended. Section 109.3 of the IBC is hereby amended to read as follows:

109.3 Building permit valuations. The determination of the value or valuation under any of the provisions of Chapter 15.05 EMC will be made on the basis of the most current Building Valuation Data published annually in the International Code Council (ICC) Building Safety Journal. The valuation to be used in computing the plan review and permit fees will be the fair market value of all construction work for which the permit is issued, as well as all finish work, painting, roofing, electrical, plumbing, heating, air conditioning, elevators, fire extinguisher systems or any other permanent work or permanent equipment.

The "gross area" used in conjunction with the ICC building valuation means the total areas of all floors – measured from the exterior face, outside dimensions, or exterior column line of a building – including basements, cellars, and balconies but not including unexcavated areas. Where walls and columns are omitted in the construction of a building, such as an open shed or marquee, the exterior wall of the open side or sides will be the edge of the roof.

109.3.1 Washington State Energy Code (Chapters 51-11) Fees. In addition to the fees established here, a fee will be levied and collected by the City to defray costs of plan review and inspection related to those state codes. This fee is payable whenever a plan review fee is required by Chapter 15.05 EMC for proposed construction of new buildings and additions other than those structures or areas which are neither heated, cooled, nor supplied with artificially illuminated floor space. The fee, as established in the City's current fee schedule is due at issuance.

109.3.2 State Building Council Surcharge. The state Building Code fee is collected for the state on each residential and commercial building permit at the rates imposed by RCW 19.27.085, as it now reads and as hereafter amended~~all building permits at the rate of \$4.50 each. The fee for new multifamily building permits is \$4.50 for the first unit and \$2.00 for each additional unit.~~

L. IBC Section 109.4 Amended. Section 109.4 of the IBC is hereby amended to read as follows:

109.4 Work commencing before permit issuance. Any person who erects, constructs, alters or repairs a building or structure, or where a permit is otherwise required by this Code, before obtaining the necessary permits, shall be subject to a \$500 Administrative Compliance Fee or an investigation fee equal to the permit fee as required by this Code, whichever is greater in addition to all other applicable remedies and penalties. The \$500 Administrative Compliance Fee or the investigation fee shall be in addition to the required permit fees.

M. IBC Section 110 Amended. Section 110 of the IBC is hereby amended by adding subsection 110.3.1.2 to read as follows:

110.3.1.2 Temporary Erosion Control, Critical Area or Buffer Identification Inspection. Temporary erosion control, critical area and buffer identification inspection shall be made after all required temporary erosion control is in place, and any critical areas and/or associated buffers located on site have been identified by markers, flagging or other approved method. This inspection shall be approved prior to any site work or other construction activities.

N. IBC Section 110.3.1 Amended. Section 110.3.1 of the IBC is hereby amended to read as follows:

110.3.1 Footing and Foundation Inspection. A footing and foundation inspection shall be made after excavations for footings are complete and any required reinforcing steel is in place. For concrete foundations, any required forms shall be in place prior to inspection. All materials for the foundation shall be on the job, except where concrete is ready mixed in accordance with approved nationally recognized standards, the concrete need not be on the job. Where the foundation is to be constructed of approved treated wood, additional inspections may be required by the Building Official.

Notwithstanding the authority of the Building Official to administer and enforce the Building Code, the Building Official shall have no duty to verify or establish lot lines or setback lines. No such duty is created by Chapter 15.05 EMC, and none shall be implied. The location of lot lines and/or setback lines at a development and construction related thereto shall be the responsibility of the applicant/owner.

O. IBC Section 110.6 Amended. Section 110.6 of the IBC is hereby amended to read as follows:

110.6 Approval Required. Work shall not be done beyond the point indicated in each successive inspection without first obtaining the approval of the Building Official. The Building Official, upon notification, shall make the requested inspections and shall either indicate that portion of the construction is satisfactory as completed, or shall notify the permit holder or an agent of the permit holder wherein the same fails to comply with this Code. Any portions that do not comply shall be corrected and such portion shall not be covered or concealed until authorized by the Building Official.

There shall be a final inspection and issuance of a Certificate of Occupancy for all buildings and structures when completed and ready for occupancy or use.

P. IBC Section 111.3 Amended. Section 111.3 is hereby amended to read as follows:

111.3 Temporary occupancy. The Building Official is authorized to issue a temporary certificate of occupancy before the completion of the entire work covered by the permit, provided that such portion or portions shall be occupied safely. The Building Official shall set a time period during which the temporary certificate of occupancy is valid. The Building Official may, in his sole discretion, impose such conditions of approval upon a temporary certificate of occupancy as may be reasonably required to ensure the timely completion of the unfinished work, and/or the protection of public health, safety, and/or welfare.

Q. IBC Section 111.5 Added, Violation of Requirements of Certificate of Occupancy. Section 111.5 is hereby added to read as follows:

111.5 Violation of requirements of certificate of occupancy. The City Council affirms that the issuance of any certificate of occupancy is of vital importance in the safeguarding of life safety, property, safety and health of occupants of any structure; and further, that the enforcement of all City development regulations is of vital importance to the City's economic vitality and the public good. Any person allowing a building to be occupied without a certificate of occupancy first being issued as required by this Chapter shall be in violation of this Chapter. Except where a specific violation classification, penalty, or enforcement mechanism is prescribed herein, violations of this chapter shall constitute civil violations subject to enforcement pursuant to EMC Title 7, Code Enforcement.

R. IBC Section 113.1 Amended. Section 113.1 of the IBC is hereby amended to read as follows:

113.1 General. The hearing examiner shall hear and decide appeals of orders, decisions or determinations made by the building official relative to the appellant and interpretation of the IBC, as amended, in accordance with chapter 2.40 EMC. The appellant shall pay the fee required pursuant to the City's currently adopted fee schedule, as may be amended from time to time. References made to board of appeals, 113.2 and 113.3, shall mean hearing examiner.

S. IBC Section 114.4 Amended. Section 114.4 of the International Building Code is hereby amended to read as follows:

114.4 Violation penalties. Any person who violates a provision of this code or fails to comply with any of the requirements thereof or who erects, constructs, alters or repairs a building or structure in violation of the approved construction documents or directive of the building official, or of a permit or certificate issued under the provisions of this code, shall be subject to issuance of a notice a code violation subject to the enforcement procedures and penalties as set forth in EMC Title 7, Code Enforcement, unless otherwise specified.

T. IBC Section 115.2 Amended. Section 115.2 of the International Building Code shall be amended to read as follows:

115.2 Issuance. The building official shall follow the procedures in chapter 15.07 EMC for the substance of the stop work order and issuance. Appeals of a stop work order shall proceed as set forth in chapter 15.07 EMC.

U. IBC Section 115.3 Amended. Section 115.3 of the IBC is amended to read as follows:

115.3 Unlawful continuance. It is unlawful for any person to continue any work after having been served with a stop work order, except such work as that person is directed to perform to remove a violation or unsafe condition. The penalties for violations of stop work orders shall be as established in chapter 7.10 EMC.

V. IBC Section 202 Amended. Section 202 of the IBC is hereby amended to include the added definition:

Bedroom. A room, other than a bathroom or a kitchen, within a dwelling with at least 80 square feet, a window, a door, and a closet. This presumption shall not apply to the first family room in a residence or to both one family room and one den in a residence with more than three bedrooms.

W. IBC Chapters 9 and 10 are amended to incorporate International Fire Code (IFC) Chapters 9 and 10 as set forth in EMC 15.05.110.

X. IBC Section 1704.1 Amended. Section 1704.1 of the IBC is hereby amended to read as follows:

1704.1 General. Where application is made for construction as described in this section, the owner or the registered design professional in responsible charge acting as the owner's agent shall employ one or more special inspectors to provide inspections during construction on the types of work listed under Section 1704. The special inspector shall be certified by the

Washington Association of Building Officials (WABO), or shall be a qualified person who shall demonstrate competency to the satisfaction of the Building Official, for inspection of the particular type of construction or operation requiring special inspection. These inspections are in addition to the inspections specified in Section 110.

Y. IBC Section 1805.4.2 Amended. Section 1805.4.2 of the IBC is hereby amended to read as follows:

1805.4.2 Foundation Drain. Provisions shall be made for the control and drainage of surface or standing water around buildings in the manner prescribed in the City's currently adopted stormwater regulations (see also Section 1808.7.4), and in accordance with provisions of the Uniform Plumbing Code chapter 11 Storm Drainage.

Adequate provisions shall be made to ensure that under-floor spaces remain free of running or standing water by the installation of drains. At a minimum, such drains shall be installed around the perimeter of the building at the footings. Additional drains may be required in the under-floor space. The drainpipes shall be of sufficient size to adequately convey water to an approved location, but shall be a minimum size of four inches. Provisions shall be made to prevent the drainage system from becoming blocked with soil. The Building Official may waive the provisions of this section when soils appear to adequately drain the site and no water will stand or run under the building and the project is in compliance with adopted stormwater requirements.

Z. IBC Section 1805.4.3 Amended. Section 1805.4.3 of the IBC is hereby amended to read as follows:

1805.4.3 Drainage discharge. The floor base and foundation perimeter drain shall discharge by gravity into an approved drainage system that complies with the requirements of EMC Title 13, Surface Water Management.

AA. IBC Section 3107.1 Amended. Section 3107.1 of the IBC is hereby amended to read as follows:

3107.1 General. Signs shall be designed, constructed and maintained in compliance with Chapter 18.97 EMC. All structural elements shall comply with this Code in its entirety.

BB. IBC Section 3109 Amended. Section 3109 of the IBC is hereby amended by adding new subsections 3109.6 through 3109.6.3 to read as follows:

3109.6 Swimming Pool, Spa, or Hot Tub Waste Water Disposal. Waste water shall be disposed of as set forth in EMC Chapter 13.25 and the December 2015 Edition of the Pierce County Stormwater Management and Site Development Manual (PCM), Volume VI, Chapter 3.6.

3109.6.1 No direct connection shall be made between any storm drain, sewer, drainage system, sub-soil drainage line, and any line connected to a swimming pool, spa or hot tub.

3109.6.2 Except as provided herein, when a public sewer or storm drain of adequate capacity is available for use, waste water may be discharged there into in accordance with EMC Title 11 and/or Chapter 13.25, and approval shall be obtained in writing from the proper authority. A copy of such approval stating maximum size of the waste line between the receptor and the sewer, and other specific requirements and approved plans, shall accompany the applications for a permit.

3109.6.3 No waste water from any swimming pool, spa or hot tub shall discharge into a private sewage disposal system.

CC. IBC Section J104 Amended. Section J104, Permit Application and Submittals, is amended by adding new subsections J104.5 and J104.6 to read as follows:

J104.5 Grading Permit Fees. A fee for each grading permit shall be paid as set forth in the City's adopted fee schedule.

J104.6 Grading Plan Review Fees. A fee for each grading plan review shall be paid at time of submitting the grading plan for plan review. Said plan review fee shall be as set forth in the City's adopted fee schedule.

(Ord. 20-572 § 7 (Exh. G); Ord. 17-501 §§ 1 – 5; Ord. 16-482 § 2 (Exh. D); Ord. 16-478 § 1 (Exh. A); Ord. 10-343 § 1 (Exh. A); Ord. 07-289 § 1; Ord. 04-224 § 1).

15.05.060 Residential building code – Adopted – Amendments.

The International Residential Building Code and Standards, issued by the International Code Council, [2015– 2018](#) Edition, together with amendments and/or additions thereto, is hereby adopted by reference; except, Chapter 11 and Chapters 25 through 43 are specifically not adopted. Appendix H (Patio Covers) and Appendix R (Technical Installation Standards) are hereby adopted in their entirety. Appendix S (Fire Sprinklers) is hereby adopted as amended. In the event of any conflict between any provision of the IRC and this section, the provisions of this section shall apply. New sections or subsections shall be deemed deleted from the IRC and the amended provisions inserted in their place in accordance with the direction of this section.

A. International Residential Code Defined. The terms “International Residential Code” and “IRC” shall refer to the adoption by reference in this chapter.

B. IRC Section R102.7.1 Amended. Section R102.7.1 of the IRC is hereby amended to read as follows:

R102.7.1 Additions, alterations or repairs. Additions, alterations or repairs to any structure shall conform to that required for a new structure without requiring the existing structure to comply with all of the requirements of this Code. A 50% or greater change to an existing floor area shall meet the provisions of this Code and shall apply to existing and proposed additional square footage in their entirety. Additions, alterations or repairs shall not cause an existing structure to become unsafe or adversely affect the performance of the building.

C. IRC Section R105.2 Amended. Section R105.2 of the IRC is hereby amended to read as follows:

1. One-story detached accessory structures used as tool or storage sheds, playhouses and similar uses, provided the floor area does not exceed 200 square feet (18.58 m²) except, on lots that are less than one-half acre accessory structures shall not exceed 120 square feet (11.15 m²).

D. IRC Section R105.3 Amended. Section R105.3 of the IRC is hereby amended by adding subparagraph R105.3(3) to read as follows:

3. Supply as much information as required to provide an accurate environmental disclosure pursuant to adopted land use, zoning and environmental regulations.

E. IRC Section R106.1 Amended. Section R106.1 of the IRC is hereby amended to read as follows:

R106.1 Submittal Documents. In addition to the materials required by RCW 19.27.095 for a complete building permit application, plans, specifications, engineering calculations, diagrams, soil investigation reports, environmental data pertaining to any Critical Area designation as required by EMC Title 14, special inspection and structural observation programs and other data shall constitute the submittal documents and shall be submitted in one or more sets with each application for a permit.

Each sheet of plans must bear the seal and signature of the architect, geologist, or engineer who prepared the plans and specifications. Such architect, geologist or engineer must be qualified in the proposed work and authorized for such practice in the state of Washington. Further, plans, computations, and specifications for all structural design work must bear the seal and signature of and be prepared and designed by (or under the direct supervision of) an

architect, geologist, or structural engineer authorized to practice as such in the state of Washington. However, the Building Official may accept the design of a professional engineer for assembly line products or designed specialty structural products.

F. IRC Section R108.2 Amended. Section R108.2 of the IRC is hereby amended by adding subsection R108.2.1 to read as follows:

R108.2.1 Permit Fees. The fee for each permit shall be as set forth in the adopted City of Edgewood fee schedule.

G. IRC Section R108.2 Amended. Section R108.2 of the IRC is hereby amended by adding subsection R108.2.2 to read as follows:

R108.2.2 Plan Review Fees. A plan review fee shall be paid at the time plan documents are submitted for review as required by Section 106.1. Said plan review fee shall be 65 percent of the building permit fee as calculated in the City's adopted fee schedule.

The plan review fees specified in this section are separate from and in addition to the permit fees specified in Section R108.2.1.

H. IRC Section R108.3 Amended. Section R108.3 of the IRC is hereby amended to read as follows:

R108.3 Building permit valuations. The determination of the value or valuation under any of the provisions of Chapter 15.05 EMC will be made on the basis of the most current Building Valuation Data published annually in the International Code Council (ICC) Building Safety Journal. The valuation to be used in computing the plan review and permit fees will be the fair market value of all construction work for which the permit is issued, as well as all finish work, painting, roofing, electrical, plumbing, heating, air conditioning, elevators, fire extinguisher systems or any other permanent work or permanent equipment.

The "gross area" used in conjunction with the ICC building valuation means the total areas of all floors – measured from the exterior face, outside dimensions, or exterior column line of a building – including basements, cellars, and balconies, but not including unexcavated areas. Where walls and columns are omitted in the construction of a building, such as an open shed or marquee, the exterior wall of the open side or sides will be the edge of the roof.

R108.3.1 Washington State Energy Code (Chapter 51-11 WAC) Fees. In addition to the fees established here, a fee will be levied and collected by the City to defray costs of plan review and inspection related to those state codes. This fee is payable whenever a plan review fee is required by the Edgewood Building Code for proposed construction of new buildings and additions other than those structures or areas which are neither heated, cooled, nor supplied with artificially illuminated floor space. The fee, as established in the City's current fee schedule is due at issuance.

R108.3.2 State Building Council Surcharge. The state Building Code fee is collected for the state on each residential and commercial building permit at the rates imposed by RCW 19.27.085, as it now reads and as hereafter amended~~all building permits at the rate of \$4.50 each. The fee for new multifamily building permits is \$4.50 for the first unit and \$2.00 for each additional unit.~~

I. IRC Section R109.1.1 Amended. Section R109.1.1 of the IRC is hereby amended to read as follows:

R109.1.1 Foundation inspection. A foundation inspection shall be made after excavations for footings are complete and any required reinforcing steel is in place. For concrete foundations, any required forms shall be in place prior to inspection. All materials for the foundation shall be on the job, except where concrete is ready mixed in accordance with approved nationally recognized standards, the concrete need not be on the job. Where the foundation is to be

constructed of approved treated wood, additional inspections may be required by the Building Official.

Notwithstanding the general authority of the Building Official to administer and enforce the Building Code, the Building Official shall have no duty and no authority, to verify or establish lot lines or setback lines. No such duty or authority is created by Chapter 15.05 EMC, and none shall be implied. The sole responsibility for verifying and/or establishing lot lines and setback lines shall rest with the applicant. Such responsibility shall not be affected by any oral statement and/or written order, report, directive, permit or approval of the building official.

J. IRC Section R109.1.1.2 Added. A new subsection R109.1.1.2, Temporary Erosion Control, Critical Area and Buffer Identification Inspection, is hereby added to the IRC to read as follows:

R109.1.1.2 Temporary Erosion Control, Critical Area and Buffer Identification Inspection. Temporary erosion control, critical area and buffer identification inspection shall be made after all required temporary erosion control is in place, and any critical areas and/or associated buffers located on site have been identified by markers, flagging or other approved method. This inspection shall be approved prior to any site work or other construction activities.

K. IRC Section R112.1 Amended. Section R112.1 of the IRC is hereby amended to read as follows:

R112.1 General. The hearing examiner shall hear and decide appeals of orders, decisions or determinations made by the building official relative to the application and interpretation of the IRC as amended in accordance with chapter 2.40 EMC. The appellant shall pay the fee required pursuant to the City's currently adopted fee schedule, as may be amended from time to time. References made to the board of appeals or decision of the board, R112.2 through R112.4, shall mean hearing examiner or decision of the hearing examiner.

L. IRC Section R113.4 Amended. Section R113.4 of the IRC is hereby amended to read as follows:

R113.4 Violation Penalties. Any person who erects, constructs, alters or repairs a building or a structure in violation of this Code, shall be subject to issuance of a notice of code violation subject to the enforcement procedures and penalties set forth in EMC Title 7, Code Enforcement, unless otherwise specified. In addition, any person who erects, constructs, alters or repairs a building or a structure before obtaining the necessary permits required by this Code, or fails to obtain a permit when otherwise required by this Code, shall be subject to a \$500 Administrative Compliance Fee or an investigation fee equal to the permit fee as required by this Code, whichever may be greater in addition to all other applicable remedies and penalties. The \$500 Administrative Compliance Fee or the investigation fee shall be in addition to the required permit fees.

M. IRC Section 114 Amended. Section 114 of the IRC is amended to read as follows:

R114.1 Notice to owner or the owner's authorized agent. Upon notice from the building official that work on any building or structure is being executed contrary to the provisions of this code or in an unsafe and dangerous manner, such work shall be immediately stopped. The building official shall follow the procedures in chapter 7.10 EMC for the preparation, issuance and service of the stop work order. Appeals of stop work orders shall follow the procedures in chapter 7.10 EMC.

R114.2 Unlawful Continuance. Any person who continues any work in or about the structure after having been served with a stop work order, except such work as that person is directed to perform to remove an unsafe condition, shall be subject to issuance of a civil infraction and the enforcement procedures and penalties set forth in EMC Title 7, Code Enforcement.

N. IRC Section R202 Amended. Section R202 of the IRC is hereby amended to include the added definition:

Bedroom. A room, other than a bathroom or a kitchen, within a dwelling with at least 80 square feet, a window, a door, and a closet. This presumption shall not apply to the first family room in a residence or to both one family room and one den in a residence with more than three bedrooms.

O. IRC Table R301.2.(1) Added, Climate and Geographic Design Criteria. Table R301.2.(1) is hereby amended to read as follows:

Table R301.2.(1) Climatic and Geographic Design Criteria:

Ground Snow Load:	25 psf
Wind Speed (mph):	85 @ 3 second gust, Exposure-B
Topographic Effects:	NO
Special wind region:	NO
Wind-borne debris zone:	NO
Seismic Design Category:	D1
Subject to Damage From:	
Weathering:	Moderate
Frost Line Depth:	12 inches
Termite:	Slight to Moderate
Winter Design Temp:	24 deg F
Ice Barrier Underlayment Req.:	N/A
Flood hazards:	In accordance with EMC 14.80
Air Freezing Index:	1500
Summer Design Temp:	83 deg F

P. IRC Section R405.1 Amended. Section R405.1 of the IRC is hereby amended to read as follows:

R405.1 Foundation Drainage. Provisions shall be made for the control and drainage of surface or standing water around buildings in accordance with the requirements of EMC Title 13, Surface Water Management and Site Development, and in accordance with the provisions of Uniform Plumbing Code Chapter 11 Storm Drainage.

Adequate provisions shall be made to ensure that under-floor spaces remain free of running or standing water by the installation of drains. At a minimum, such drains shall be installed around the perimeter of the building at the footings. Additional drains may be required in the under-floor space. The drainpipes shall be of sufficient size to adequately convey water to an approved location, but shall be a minimum size of four (4) inches. Provisions shall be made to prevent the drainage system from becoming blocked with soil. The Building Official may waive the provisions of this section when soils appear to adequately drain the site and no water will stand or run under the building and the project is in compliance with adopted storm water requirements.

Q. IRC R329 Amended. ISPSC 320.1 is hereby amended to read as follows:

320.1 Swimming Pool, Spa, or Hot Tub Waste Water Disposal. Waste water shall be disposed of as set forth in EMC Title 13.25 and PCM, Volume IV, Chapter 3.6.

320.1.1 No direct connection shall be made between any storm drain, sewer, drainage system, sub-soil drainage line, and any line connected to a swimming pool, spa or hot tub.

320.1.2 Except as provided herein, when a public sewer or storm drain of adequate capacity is available for use, waste water shall be discharged thereunto in accordance with EMC Title 11 and/or Chapter 13.25, and approval shall be obtained in writing from the proper authority. A copy of such approval stating maximum size of the waste line between the receptor and the sewer, and other specific requirements and approved plans, shall accompany the applications for a permit.

320.1.3 No waste water from any swimming pool, spa or hot tub shall discharge into a private sewage disposal system.

R. IRC Appendix V Amended. Appendix V subsection AV107.1 of the IRC is hereby amended to read as follows:

AV107.1 Fire sprinklers. An approved automatic fire sprinkler system shall be installed in new one-family and two-family dwellings and townhouses in accordance with Appendix Q.

Exception: Detached one-family dwellings with less than 5,000 square feet of livable space; provided, any new addition to an existing residential structure shall only be required to sprinkle the new area when the total livable space exceeds 5,000 square feet and the percentage of new area is 40% or more of the original square feet of livable space.

(Ord. 20-572 § 7 (Exh. G); Ord. 17-501 §§ 6 – 8; Ord. 16-482 § 2 (Exh. D); Ord. 16-478 § 1 (Exh. A); Ord. 10-343 § 1 (Exh. A); Ord. 07-289 § 1; Ord. 04-224 § 1).

15.05.080 Plumbing code.

A. Plumbing Code Adopted. The following chapters of the Uniform Plumbing Code and Standards, published by the International Association of Plumbing and Mechanical Officials, ~~2015~~ 2018 Edition, together with amendments and/or additions thereto, are adopted by reference, as amended herein; provided, that nothing in this section shall apply to venting and combustion air of fuel fired appliances as found in Chapter 5, and those portions of the code addressing building sewers are not adopted. In the event of any conflict between any provision of the UPC and this section, the provisions of this section shall apply. New sections or subsections shall be deemed deleted from the UPC and the amended provisions inserted in their place in accordance with the direction of this section.

Chapter 1	Administration
Chapter 2	Definitions
Chapter 3	General Regulations
Chapter 4	Plumbing Fixtures and Fixture Fittings
Chapter 5	Water Heaters
Chapter 6	Water Supply and Distribution
Chapter 7	Sanitary Drainage
Chapter 8	Indirect Wastes
Chapter 9	Vents
Chapter 10	Traps and Interceptors
Chapter 11	Storm Drainage
Chapter 13	Medical Gas Systems
Chapter 14	Mandatory Referenced Standards

B. Uniform Plumbing Code Defined. The terms “Uniform Plumbing Code” and “UPC” shall refer to the adoption by reference in this chapter.

C. UPC Section 106 Amended. Section 106 of the UPC is hereby amended to read as follows:

106.3 Penalties. Any person, firm or corporation violating any provision of this Code shall be Guilty of a misdemeanor, punishable by a criminal penalty as set forth in EMC Section 1.10.010, or by imprisonment not exceeding 364 days, or by both such penalty and imprisonment.

106.4 Stop Orders. The building official shall use the procedures in chapter 7.10 EMC for the preparation, issuance and service of stop work orders. Appeals of stop work orders shall proceed as set forth in chapter 7.10 EMC.

D. UPC Section 107.0 Amended. Section 107.0 of the UPC is hereby amended to read as follows:

107 Appeals

107.1 General. Appeals of final orders or decisions made by the building official under the Uniform Plumbing Code, other than enforcement actions, shall be processed according to the procedures set forth in chapter 2.40 EMC.

Section 107.2 is specifically not adopted.

E. UPC 104.5 Amended. Section 104.5 of the UPC is hereby amended to read as follows:

104.5 Fee Schedule. The fees for plumbing work shall be as indicated in the City of Edgewood fee schedule.

F. UPC Section 713.2 Amended. Section 713.2 of the UPC is hereby amended adding new subsections to read as follows:

713.2.1 In areas not served by sanitary sewers as specified by Section 305 of the UPC, septic tanks and drain fields conforming to the most currently adopted rules and regulations of the Tacoma-Pierce County Health Department shall be installed. Approval of such systems must be obtained from Tacoma-Pierce County Health Department prior to installation. All on site systems must conform to EMC Chapter 11.55.

G. UPC Section 1101.2 Amended. Section 1101.2 of the UPC is hereby amended to read as follows:

1101.2 Where Required. All roof drainage and other impervious surface, as defined by the 2015 Edition, Pierce County Stormwater Management and Site Development Manual, shall comply with EMC Chapter 13.05.

H. UPC Section 1101.6 Amended. Section 1101.6 of the UPC is hereby amended to read as follows:

1101.6 Subsoil Drains. Subsoil drains shall be provided around the perimeter of all buildings having basements, cellars, or crawl spaces or floors below grade. Such subsoil drains shall be positioned outside the footing, and placed in a trenched depression along the bottom edge of the footing. Subsoil drains shall be perforated pipe not less than four (4) inches in diameter, and shall be laid in gravel, slag, crushed rock, or other approved porous material with a minimum (4) inches surrounding the pipe on the top and side. Subsoil drains shall be provided with a positive slope to allow for gravity drainage. Mirafi 140N or equal, nonwoven filter media shall be provided.

I. UPC Section 1101.6.1 Amended. Section 1101.6.1 of the UPC is hereby amended to read as follows:

1101.6.1 Subsoil drains shall be piped to approved storm water facilities in accordance with EMC Chapter 13.05.

(Ord. 20-572 § 7 (Exh. G); Ord. 17-501 §§ 9, 10; Ord. 16-482 § 2 (Exh. D); Ord. 16-478 § 1 (Exh. A); Ord. 10-343 § 1 (Exh. A); Ord. 07-289 § 1; Ord. 04-224 § 1).

15.05.090 Mechanical code.

A. Mechanical Code Adopted. The International Mechanical Code, published by the International Code Council, ~~2015~~ 2018 Edition, together with amendments and/or additions thereto, is adopted in its entirety by reference; provided, however, that the standards for liquefied petroleum gas installations shall be NFPA 58 (Storage and Handling of Liquefied Petroleum Gases) and ANSI Z223.1/NFPA 54 (National Fuel Gas Code).

B. International Mechanical Code Defined. The terms “International Mechanical Code” and “IMC” shall refer to the adoption by reference in this chapter.

C. IMC Section 106.5.2 Amended. Section 106.5.2 of the IMC is hereby amended to read as follows:

106.5.2 Fee Schedule. The fees for mechanical work shall be as indicated in the City of Edgewood fee schedule.

D. IMC Section 106.5.3 Amended. Section 106.5.3 of the IMC is hereby amended to read as follows:

106.5.3 Fee Refunds. The code official shall authorize the refunding of these fees as follows:

1. The full amount of any fee paid hereunder which was erroneously paid or collected.
2. Not more than 80% of the permit fee paid when no work has been done under a permit issued in accordance with this code.
3. Not more than 80% of the plan review fee paid when an application for a permit for which a plan review fee has been paid is withdrawn or canceled before any plan review effort has been expended.

The code official shall not authorize the refunding of any fee paid, except upon written application filed by the original permittee not later than 180 days after the date for the fee payment.

E. IMC Section 108.4 Amended. Section 108.4 of the IMC is hereby amended to read as follows:

108.4 Violation -- Penalties. Persons who shall violate a provision of this Code or shall fail to comply with any of the requirements thereof or who shall erect, install, alter or repair mechanical work in violation of the approved construction documents or directive of the Code Official, or of a permit or certificate issued under the provisions of this Code, shall be guilty of a misdemeanor and subject to the criminal penalty set forth in EMC Section 1.10.010.

F. IMC Section 108.5 Amended. Section 108.5 of the International Mechanical Code shall be amended to read as follows:

108.5 Stop Work orders. Upon notice from the code official that mechanical work is being performed contrary to the provisions of this code or in a dangerous or unsafe manner, such work shall immediately cease. The code official shall follow the procedures in chapter 7.10 EMC for preparation, issuance and service of the stop work order. Where an emergency exists, the code official shall not be required to give a written notice prior to stopping the work. Any person who shall continue any work on the system after having been served with a stop work order, except such work as that person is directed to perform to remove a violation or unsafe condition, shall be subject to issuance of a civil infraction as set forth in Chapter 7.10 EMC.

G. IMC Section 109 Amended. Section 109 of the IMC is hereby amended to read as follows:

109 Appeals

109.1 General. Appeals of final orders or decisions other than enforcement actions under the International Mechanical Code shall be processed according to the procedures set forth in chapter 2.40 EMC.

Sections 109.1 through 109.7 are specifically not adopted.

(Ord. 20-572 § 7 (Exh. G); Ord. 17-501 §§ 11 – 13; Ord. 16-478 § 1 (Exh. A); Ord. 10-343 § 1 (Exh. A); Ord. 07-289 § 1; Ord. 04-224 § 1).

15.05.100 ~~2018~~ International Property Maintenance Code.

A. International Property Maintenance Code Adopted. The International Property Maintenance Code, issued by the International Code Council, 2018 Edition, together with amendments and/or additions thereto, is adopted by reference. The 2018 Edition of the International Property Maintenance Code is amended to include the following new and amended provisions. In the event of any conflict between any provision of the IPMC and this section, the provisions of this section shall apply. New sections or subsections shall be deemed deleted from the IPMC and the amended provisions inserted in their place in accordance with the direction of this section.

B. International Property Maintenance Code Defined. The terms “International Property Maintenance “Code” and “IPMC” shall refer to the adoption by reference in this chapter.

C. Section 101.1, insert:

City of Edgewood.

D. Section 102.3, amend to read:

Repairs, additions to a structure, or changes of occupancy, shall be done in accordance with the procedures and provisions of the International Building Code, International Existing Building Code, Washington State Energy Code, International Fire Code, International Fuel Gas Code, International Mechanical Code, Uniform Plumbing Code, International Residential Code and NFPA 70. Nothing in this code shall be construed to cancel, modify or set aside any provisions of the Edgewood Municipal Code.

E. Section 103, amend to read:

Administration.

F. Section 103.1, amend to read:

The Community Development Department is charged with the enforcement of this code and the Director or his/her designee shall be known as the code official.

G. Section 103.4, amend to read:

The code official, Code Enforcement Board, Hearing Examiner, or employee authorized to enforce this code, while acting for the jurisdiction, in good faith and without malice in the discharge of the duties required by this code or other pertinent law or ordinance, shall not thereby be rendered civilly or criminally liable personally, and is hereby relieved from all personal liability for any damage accruing to persons or property as a result of an act or by reason of an act or omission in the discharge of official duties.

H. Section 103.5, amend to read:

Fees. The fees for activities and services performed by the department in carrying out its responsibilities under this code shall be in accordance with the fees and rates established in the City's adopted fee schedule.

I. Section 104.1, amend to read:

The code official is hereby authorized to enforce the provisions of this code. The code officials shall have the authority to render interpretations of this code and to adopt policies and procedures in order to clarify the application of its provisions. Such interpretations, policies and procedures shall be in compliance with the intent and purpose of this code. Such policies and procedures shall not have the effect of waiving requirements specifically provided for in this code

J. Section 106.2, amend to read:

Code Violation. Except as otherwise provided, violations of any of the provisions of this chapter shall be subject to issuance of a notice of code violation and/or enforcement as provided in EMC Title 7, for which a monetary penalty may be imposed as provided therein.

K. Sections 106.3 through 106.4 are hereby deleted.

L. Section 107: delete Sections 107 through 107.6.

M. Section 108.3, amend to read:

Whenever the code official has condemned a structure or equipment under the provisions of this section, notice shall be posted in a conspicuous place in or about the structure affected by such notice and served on the owner, owner's authorized agent or the person or persons responsible for the structure or equipment in accordance with EMC Section 20.030. If the notice pertains to equipment, it shall be placed on the condemned equipment. The notice shall be in the form prescribed in EMC Section 7.20.020.

N. Section 109.5, amend to read:

Costs incurred in the performance of emergency work may be paid by the city. The legal counsel of the city may institute appropriate action against the owner of the premises or owner's authorized agent where the unsafe structure is or was located for the recovery of such costs if paid by the city.

O. Section 109.6, amend to read:

Any person ordered to take emergency measures shall comply with such order forthwith. Any affected person shall thereafter, upon submittal of a written appeal filed with the City Clerk within 14 days of the order, be afforded a hearing. Any appeal under this section shall be heard by the hearing examiner of the city in accordance with EMC Section 2.40.090 for review of such decision. Appeals shall be subject to an administrative appeal fee in accordance with EMC Section 3.35.010.

P. Section 110.2, amend to read:

Whenever the code official determines that a structure is in violation of the provisions of this section, notice shall be posted in a conspicuous place in or about the structure affected by such notice and served on the owner, owner's authorized agent or the person or persons responsible for the structure or equipment in accordance with EMC Section 7.20.030. The notice shall be in the form prescribed in EMC Section 7.20.020.

Q. Section 111: delete entire section.

R. Section 112: delete entire section.

S. Section 201.3, Terms defined in other codes, amend to read:

Where terms are not defined in this code and are defined in the Edgewood Municipal Code, International Building Code, International Existing Building Code, International Fire Code, International Fuel Gas Code, International Mechanical Code, International Plumbing Code, International Residential Code, International Zoning Code or NFPA 70, such terms shall have the meanings ascribed to them as stated in those codes.

T. Section 202, Garbage, amend to read:

Any waste, including but not limited to, animal and vegetable waste resulting from the handling, packaging, cooking or consumption of food or beverage or other refuse.

U. Section 202, Rubbish, amend to read:

Combustible and noncombustible waste materials, except garbage; including but not limited to the residue from the burning of wood and other combustible materials, paper, rags, cartons, boxes, pallets, wood, rubber, leather, tree branches, yard and landscape trimmings, tin cans, metals, broken and inoperable machinery, equipment, or parts thereof, glass, broken or discarded household furniture and appliances, building and construction materials not neatly stacked or weather resistant, broken stone or cement.

V. Section 202, add new definition:

Junk Vehicle. "Junk vehicle" means a vehicle intended to be self-propelled and used for the transport of people, goods, and/or services that meets at least three of the following requirements:

- (i) Is three years old or older;
- (ii) Is extensively damaged, such damage including, but not limited to, any of the following: A broken window or windshield or missing wheels, tires, motor, or transmission;
- (iii) Is without a valid, current license plate or certificate of registration;
- (iv) Is apparently inoperable;
- (v) Has an approximate fair market value equal only to the approximate value of the scrap in it.

W. Section 202, add new definition: "Vehicle," as defined in RCW 46.04.670.

X. Section 301.2, amend to read:

Owners, occupants, and other persons responsible shall be jointly and severally responsible for compliance with this chapter and jointly and severally liable for any damages or costs incurred or imposed under this chapter regardless of any written agreement that imposes certain maintenance obligations upon an occupant. Buildings, structures and premises shall be maintained in a safe and sanitary condition and shall comply with the requirements of this chapter.

Y. Section 301.4, Security, shall be added and shall read:

All vacant buildings must be secured against outside entry at all times. Security shall be by the normal building amenities such as windows and doors having adequate strength to resist intrusion. All doors and windows must remain locked. There shall be at least one operable

door into every building and into each housing unit. Exterior walls and roofs must remain intact without holes.

Z. Section 302.1, amend to read:

Exterior property and premises shall be maintained in a clean, safe and sanitary condition and free from any accumulation of rubbish, garbage or fire hazards.

AA. Section 302.4, amend to read:

Premises and exterior property shall be maintained free from weeds or plant growth in excess of 6 inches on developed properties and 12 inches on undeveloped properties; or if the weeds or plant growth is in such a condition as to cause a fire or provide a ready fuel to augment the spread and intensity of fire, in the opinion of the Fire Code Official or Code Official. Noxious weeds shall be prohibited. Weeds shall be defined as all grasses, annual or perennial plants and vegetation, other than trees or shrubs provided; however, this term shall not include cultivated flowers and gardens. Non-residential properties that have landscaping due to permitting requirements shall maintain said landscaping in compliance with the Approved Landscaping Plan for the project.

BB. Section 302.7, amend to read:

Accessory structures, including detached garages, storage buildings, carports, fences and retaining walls, shall be maintained structurally sound and in good repair.

CC. Section 302.8, amend to read:

Except as provided for in other regulations, no junk vehicle shall be parked, kept or stored on any premises, and no vehicle shall at any time be in a state of major disassembly, disrepair, or in the process of being stripped or dismantled. Painting of vehicles is prohibited unless conducted inside an approved spray booth.

Exception: In residential zones, personal passenger vehicles are permitted to undergo major overhaul, including body work, provided that such work is performed inside a permanent structure. In commercial zones, vehicles of any type are permitted to undergo major overhaul, including body work, provided that such work is performed inside a permanent structure or similarly enclosed area designed, permitted and approved for such purposes.

DD. Section 302.10, Semi-tractors, semi-trailers and storage containers, shall be added and shall read:

Any use of, parking of or storage of semi-tractors, semi-trailers and storage containers where the primary use of the property is residential, is prohibited

EE. Section 302.11, Vehicle storage in residential zones, shall be added and shall read:

1. The following vehicle types may be stored on a residential lot upon which a principal dwelling is located: recreational vehicles, campers, travel trailers, boats, motorcycles, and other types of similar recreational vehicles. If such vehicles are located within the front or street-side setback of the principal building and/or accessory building, they must be stored on an approved driveway (see EMC Chapter 10.60). In addition, any vehicle stored on a residential lot shall be owned by the owner of the property or resident of the dwelling.

2. Vehicles over sixteen thousand pounds gross vehicle weight which are not specifically mentioned in subsection A of this section shall not be parked or stored on residentially zoned lots. In respect to any motor vehicle designed, used or maintained primarily for the transportation of property, which is not equipped with a plate or marker showing the manufacturer's gross vehicle weight rating, the weight of a vehicle shall be determined as follows:

- a. Any vehicle having less than six wheels is the equivalent of a vehicle having a manufacturer's gross vehicle weight rating of less than sixteen thousand pounds.
- b. Any vehicle having six wheels or more is the equivalent of a vehicle having a manufacturer's gross vehicle weight rating of sixteen thousand pounds or more.

FF. Section 303.2, amend to read:

Private swimming pool, hot tub and spa enclosures shall comply with the applicable requirements of the current edition of the International Swimming Pool and Spa Code and Title 10 of the Edgewood City Code.

GG. Section 304.14: delete entire section.

HH. Section 308.2.2, amend to read:

Refrigerators, freezers and similar equipment not in operation shall not be discarded, abandoned or stored on premises.

II. Section 308.3.1, amend to read:

The owner of every dwelling or dwelling unit shall supply an approved leak proof, covered, outside garbage container. The owner of the premises shall be responsible for the disposal of garbage and rubbish. Excluding alleys, containers shall be stored behind the front building line, or screened from view from the street and behind the front setback line, except on the day of scheduled collection. Containers shall be placed at curbside on a public street or private road on the day of scheduled collection day, and shall be removed to their proper storage location as soon as possible, but not later than 24 hours after collection.

JJ. Section 502.5, amend to read:

Public toilet facilities shall be maintained in a safe, sanitary and working condition in accordance with Plumbing Code adopted by the city. Except for periodic maintenance or cleaning, public access and use shall be provided to the toilet facilities at all times during occupancy of the premises.

KK. Section 505.1, amend to read:

Every sink, lavatory, bathtub or shower, drinking fountain, water closet or other plumbing fixture shall be properly connected to either a public water system or to an approved private water system. Kitchen sinks, lavatories, laundry facilities, bathtubs and showers shall be supplied with hot and cold running water in accordance with the Plumbing Code adopted by the city.

LL. Section 602.3, amend to read:

Every owner and operator of any building who rents, leases or lets one or more dwelling units or sleeping units on terms, either expressed or implied, to furnish heat to the occupants thereof shall supply heat to maintain a minimum temperature of 68°F (20°C) in all habitable rooms, bathrooms and toilet rooms.

MM. Section 602.4: delete entire section. (Ord. 20-573 § 1 (Exh. A); Ord. 17-501 §§ 14 – 16; Ord. 16-478 § 1 (Exh. A); Ord. 10-343 § 1 (Exh. A); Ord. 07-289 § 1; Ord. 04-224 § 1).

15.05.110 International Fire Code.

A. Fire Code Adopted. The International Fire Code (IFC) and Standards, issued by the International Code Council, ~~2015~~ 2018 Edition, together with amendments and/or additions thereto, is adopted by reference. Appendix B (Fire Flow Requirements for Buildings), Appendix C (Fire Hydrant Locations and Distribution), and Appendix D (Fire

Apparatus Access Roads) are hereby adopted in their entirety. The ~~2015~~ 2018 Edition of the International Fire Code is amended to include the following new and amended provisions. In the event of any conflict between any provision of the IFC and this section, the provisions of this section shall apply. New sections or subsections shall be deemed deleted from the IFC and the amended provisions inserted in their place in accordance with the direction of this section.

B. International Fire Code Defined. The term “International Fire Code” and “IFC” shall refer to the adoption by reference in this chapter.

C. Amendments.

Section 101.1 Title.

These regulations shall be known as the Fire Code of the City of Edgewood, hereinafter referred to as “this code.”

1. Wherever the word “jurisdiction” is used in the International Fire Code, it means the City of Edgewood.
2. Wherever the term “corporate counsel” is used in the International Fire Code, it means the attorney for the city.
3. “Fire Department” means East Pierce Fire & Rescue.
4. “Fire Chief”, for the purpose of Section 104.11 means the fire chief of East Pierce Fire & Rescue. For all other purposes in the code, “fire chief” means the fire code official.
5. Whenever the term “livable space” is used in this chapter, it shall have the same definition as the term “conditioned space” as defined in the International Building Code.

Section 102.13 Additions, alterations or repairs.

Additions, alterations or repairs to any structure shall conform to that required for a new structure without requiring the existing structure to comply with all the requirements of this code except that a 50% or greater change to an existing floor area shall meet the provisions of this code and shall apply to existing and proposed additional square footage in their entirety.

Section 103.1 General.

The department of fire prevention, also known as the Fire Marshal Office, is established within the jurisdiction under the direction of the fire code official. The function of the department shall be the implementation, administration and enforcement of the provisions of this code.

Section 105.1.1. Permits required.

Permits required by this code shall be obtained through the City of Edgewood on behalf of East Pierce Fire & Rescue. Permit fees, if any shall be paid prior to issuance of the permit and shall be consistent with the City of Edgewood adopted fee schedule. Issued permits shall be kept on the premises designated therein at all times and shall be readily available for inspection by the fire code official and the building code official.

Section 105.4.1 Submittals.

Submittals shall be made to the City of Edgewood on behalf of East Pierce Fire & Rescue. Construction documents shall be submitted in one or more sets and in such form and detail as required by the fire code official. More specifically, for fire alarm systems three sets are required and for automatic sprinkler systems four sets are required. The construction

documents shall be prepared by a registered design professional where required by the statutes of the jurisdiction in which the project is to be constructed and have licenses and credentials as required by the state of Washington. All companies installing fire protection systems within the City of Edgewood shall have a City of Edgewood business license.

In addition to the requirements of this section fire alarm equipment shall be installed and maintained by individuals who are in compliance with the Revised Code of Washington 19.28 as approved by the electrical authority having jurisdiction. All companies installing fire alarm systems shall have a state electrical contractor's license.

No building shall be occupied prior to the installation and approval of required fire alarm/detection and fire suppressions systems as set forth in this chapter.

Section 105.7.4

Fire alarm and detection systems and related equipment.

A construction permit is required for installation of or modification to fire alarm and detection systems and related equipment. Maintenance performed in accordance with this code is not considered a modification and does not require a permit.

Exception:

Household fire warning equipment installed in Group R-3 occupancies.

108.1 Appeals of any final order or decision made by the fire code official relative to the application and interpretation of the IFC, other than enforcement actions, shall follow the procedures set forth in chapter 2.40 EMC.

109.3 Violation penalties. Except as otherwise specified, persons who shall violate a provision of this code or shall fail to comply with any of the requirements thereof or who shall erect, install, alter, repair or do work in violation of the approved construction documents or directive of the fire code official, or of a permit or certificate used under the provisions of this code, shall be guilty of misdemeanor, punishable by a criminal penalty as set forth in EMC Section 1.10.010. Each day that a violation continues after due notice has been served shall be deemed a separate offense.

111.1 Stop Work Order. The fire code official or building code official may issue a stop work order under the circumstances described in chapter 7.10 EMC, and shall follow the procedures in chapter 7.10 EMC for preparation, issuance and service of stop work orders. Appeals of stop work orders shall follow the procedure in chapter 7.10 EMC.

111.4 Failure to Comply. Any person who continues any work after having been served with a stop work order, except such work as that person is directed to perform to remove a violation or unsafe condition, shall be subject to the issuance of a civil infraction and enforcement and penalties as set forth in EMC Title 7, Code Enforcement, unless otherwise specified.

Section 202 General Definitions.

FIRE APPARATUS. See Section 502.1.

FIRE CODE OFFICIAL. The designated authority charged with the administration of the code, or a duly authorized representative.

Chapter 5 Fire Service Features

Section 502.1 Definitions.

FIRE APPARATUS. Fire apparatus is a vehicle such as a fire pumper, aerial ladder truck, fire tender, elevated platform, rescue squad, fire ground support vehicle or similar fire-fighting or reserve equipment, including emergency medical response vehicles.

Section 503.1.1 Buildings and facilities. Approved fire apparatus access roads shall be provided for every facility, building or portion of a building hereafter constructed or moved into or within the jurisdiction. The fire apparatus access road shall comply with the requirements of this section and shall extend to within 150 feet (45,720 mm) of all portions of the facility and all portions of the exterior walls of the first story of the building as measured by an approved route around the exterior of the building or facility.

Exception:

The fire code official is authorized to increase the dimensions of 150 feet (45,720 mm) where:

1. The building is equipped throughout with an approved automatic sprinkler system installed in accordance with Chapter 9 of the International Fire Code.
2. Fire apparatus access roads cannot be installed because of location on property, topography, waterways, nonnegotiable grades or other similar conditions, and an approved alternative means of fire protection is provided.
3. There are not more than two Group R-3 or Group U occupancies. This exception does not apply to Adult Family Homes.

In addition to the provision of Exception “3” of this section, adult family homes shall be served by fire apparatus access roads as if new construction.

Section 503.2.1 Dimensions.

Fire apparatus access roads shall have an unobstructed width of not less than 20 feet with no parking on either side or 28 feet with parking allowed on one side, except for approved security gates in accordance with Section 503.6 and an unobstructed vertical clearance of not less than 13 feet 6 inches (4,115 mm).

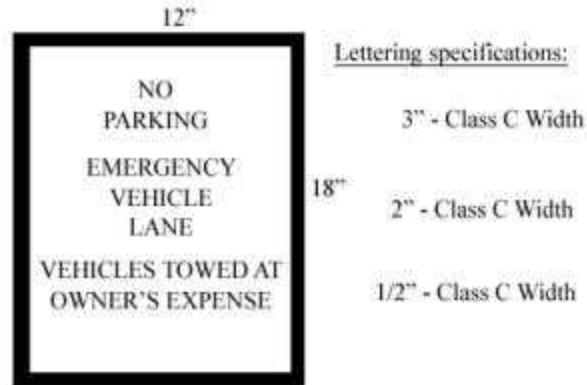
Exception:

Fire apparatus access roads serving not more than 2 group R-3 dwellings or gated access roads built exclusively to meet the intent of Section 503.1.2.1 shall have an unobstructed width of not less than 15 feet (4,572mm).

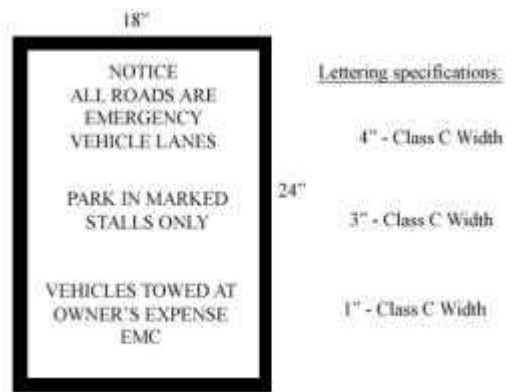
503.2.4 Turning Radius. The required turning radius of a fire apparatus access road shall have a minimum inside turning radius of 30 feet.

503.3 Marking. Where required by the Fire Code Official, approved signs or other approved notices shall be provided for fire apparatus roads to identify such roads or prohibit the obstruction thereof. Signs or notices shall be maintained in a clean and legible condition at all times and be replaced or repaired when necessary for adequate visibility.

In accordance with the Washington State Highway Commission Sign Fabrication Manual M240-70 HT and the Manual of International Traffic Control Devices issued by the Federal Highway Administration, per illustration:



Entrance Signs: The chief may allow the use of entrance signs for multi-family dwelling occupancies. When allowed, the signs shall be placed at each entrance to the property. Signs shall be in a clearly conspicuous location and shall clearly state, "Notice, All Roads Are Emergency Vehicle Lanes, and Park in Marked Stalls Only."



Section 503.6 Security gates.

The installation of security gates across a fire apparatus access road shall be approved by the Fire Chief. Where security gates are installed, they shall meet the following requirements:

1. Locked gates shall have an approved key box or key override system installed.
2. Gates serving 10 or more dwelling units shall have an Opticom activation system with a Knox key override or an equivalent and compatible system approved by the Fire Chief.
3. All electrically-activated gates shall have default capabilities to the unlock position.
4. The minimum clearance width of a gate shall be compatible with the required width of the fire apparatus access road. Gate posts, keypads and other gate appurtenances shall be located in such a manner that they will not obstruct or restrict the ingress and egress of emergency vehicles.
5. A vehicular turn-around sufficient to allow a car to maneuver must be provided in front of the gate.
6. Gates shall not be permitted over private roads that provide access to existing or proposed public facilities.
7. The security gate and the emergency operation shall be maintained operational at all times.

All residential developments with greater than 10 dwelling units, commercial, or industrial developments which are to be constructed with their access points containing gates shall be constructed in a manner which includes the installation of an emergency vehicle preemption system to open all such gates to allow for immediate entry of emergency vehicles into the development. The design and final installation of the system must be approved by the City of Edgewood. Further, such system must be maintained in proper working order by the owners of the development or the proper homeowners or business owners association, whichever shall be the case.

Section 503.7 Enforcement.

Enforcement of Section 503.4 of the International Fire Code shall be the responsibility of the city police department which shall have the authority to impound or otherwise cause such obstruction to be removed, and said remedies shall be in addition to the criminal penalties provided by the Edgewood Municipal Code.

505.1 Premises identification. New and existing buildings shall have approved address numbers, building numbers or approved building identification placed in a position that is plainly legible and visible from the street or road fronting the property. These numbers shall contrast with their background. Address numbers shall be Arabic numerals or alphabet letters. Numbers shall be a minimum of 6 inches high with a minimum stroke width of 0.5 inch. In addition, new and existing buildings located 100' or more from the street right-of-way shall have the same 6-inch address dimension on the building and at the street.

1. Multi-Family Residential, Commercial, or Small Business:

Amount of Setback	Number/Letter Size
50 Feet or less	6 inches
51 Feet to 100 Feet	12 inches
100 Feet or more	18 inches
Individual Apartment Units	4 inches

2. Large Commercial or Industrial Complexes:

Amount of Setback	Number/Letter Size
50 Feet or less	12 inches
51 Feet to 100 Feet	18 inches
100 Feet or more	24 inches

Section 507.5.1 Where required.

Where a portion of the facility or building hereafter constructed or moved into or within the jurisdiction is more than 400 feet (122 m) from a hydrant on a fire apparatus access road, as measured by an approved route around the exterior of the facility or building, on-site fire hydrants and mains shall be provided where required by the fire code official.

Exception:

For Group R-3 and Group U occupancies, the distance requirement shall be 600 feet (183 m). Adult family homes shall be provided with fire flow as if new construction for a Group R-3 occupancy.

Section 507.5.7 Fire hydrant locations and distribution.

Public and private fire hydrants shall be provided as required in Sections 508.5.7.1 through 508.5.7.9. Fire hydrants shall be placed in locations approved by the code official and along fire apparatus access roads and adjacent public streets.

Section 507.5.7.1 Spacing on public and private roads. Fire hydrants shall be placed on public and private roads every 500 feet when serving all occupancies other than Group Use R-3 and U. For Group Use R-3 and U occupancies fire hydrants shall be placed every 600 feet.

507.5.7.2 Fire department connections.

A fire hydrant shall be located within 50 feet of a fire department connection.

507.5.7.3 On-site hydrants.

Buildings or structures required to have on-site fire hydrants shall have them spaced an average of 330 feet throughout the site and shall be accessible from fire access roads or lanes. Fire hydrants shall be located a safe distance from the building they are to serve. Locations shall be approved by the fire marshal prior to installation.

Exception:

Group R-3 and Group U occupancies.

507.5.7.4 Hydrants on principal roads.

In no case shall hydrants which are located across any roadway designated as an arterial by the Department of Public Works be considered available.

507.5.7.5 Existing fire hydrants.

Existing fire hydrants on public streets are allowed to be considered as available. Existing fire hydrants on adjacent properties shall not be considered available unless fire apparatus access roads extend between properties and easements are established to prevent obstruction of such roads.

507.5.7.6 Approved type.

All new hydrants and replaced hydrants shall be provided with a 5-inch Storz fitting. Two port village hydrants will not be accepted as an approved type.

Section 903 – Automatic Sprinkler Systems

903.1 General.

Automatic sprinkler systems shall comply with this section.

For structures with unknown tenants, the sprinkler density of .39 per 5,600 square feet shall be used for design purposes where required by the Fire Chief.

903.1.1 Alternative Protection.

Alternative automatic fire-extinguishing systems complying with Section 904 shall be permitted in lieu of automatic sprinkler protection where recognized by the applicable standard and approved by the fire code official.

903.2 Where Required.

Approved automatic sprinkler systems in new buildings and structures shall be provided in the locations described in this section.

All buildings hereinafter constructed or enlarged as defined by the International Fire Code, [2015- 2018](#) edition, shall be equipped with a fully automatic sprinkler system designed, installed, maintained and tested per NFPA 13, 13D, 13R, or 25, the edition currently adopted by the city, where the gross floor area or occupant load exceeds those listed below, or the building is 35 feet in height or three or more stories.

Buildings protected by a fire sprinkler system. Canopies 4 feet or more in width shall be protected by a fire sprinkler system.

For the purpose of this chapter, gross floor area shall be as defined in Chapter 2 of the International Building Code, [2015- 2018](#) edition.

903.2.1 Group A.

An automatic sprinkler system shall be provided throughout buildings and portions thereof used as Group occupancies as provided in this section. For Group A-1, A-2, A-3 and A-4 occupancies, the automatic sprinkler system shall be provided throughout the gross floor area where the Group A-1, A-2, A-3 or A-4 occupancy is located, and in all floors between the Group occupancy and the level of exit discharge. For Group A-5 occupancies, the automatic sprinkler system shall be provided in the spaces indicated in Section 903.2.1.5.

903.2.1.1 Group A-1.

An automatic sprinkler system shall be provided for Group A-1 occupancies where one of the following conditions exists:

1. The gross floor area exceeds 5,000 square feet;
2. The gross floor area has an occupant load of 100 or more;
3. The gross floor area is located on a floor other than the level of exit discharge; or
4. The gross floor area contains a multi-theater complex.

903.2.1.2 Group A-2.

An automatic sprinkler system shall be provided for Group A-2 occupancies where one of the following conditions exists:

1. The gross floor area exceeds 5,000 square feet;
2. The gross floor area has an occupant load of 100 or more; or
3. The gross floor area is located on a floor other than the level of exit discharge.

903.2.1.3 Group A-3.

An automatic sprinkler system shall be provided for Group A-3 occupancies where one of the following conditions exists:

1. The gross floor area exceeds 5,000 square feet;
2. The gross floor area has an occupant load of 100 or more; or
3. The gross floor area is located on a floor other than the level of exit discharge.

Exception: Areas used exclusively as participant sports areas where the main floor area is located at the same level as the level of exit discharge of the main entrance and exit.

903.2.1.4 Group A-4.

An automatic sprinkler system shall be provided for Group A-4 occupancies where one of the following conditions exists:

1. The gross floor area exceeds 5,000 square feet;
2. The gross floor area has an occupant load of 100 or more; or
3. The gross floor area is located on a floor other than the level of exit discharge.

Exception: Areas used exclusively as participant sports areas where the main floor area is located at the same level as the level of exit discharge of the main entrance and exit.

903.2.1.5 Group A-5.

An automatic sprinkler system shall be provided in concession stands, retail areas, press boxes, and other accessory use areas in excess of 1,000 square feet of gross floor area.

Chapter 2 – Group B.

Business as described in chapter 2. An automatic sprinkler system shall be provided throughout all buildings with a Group B occupancy where one of the following conditions exists:

1. Where the gross floor area of a Group B occupancy exceeds 5,000 square feet;
2. Where the gross floor area of a Group B occupancy is located more than three stories above grade; or
3. Where the combined gross floor area of all Group B occupancies on all floors, including any mezzanines, exceeds 5,000 square feet.

903.2.3 Group E.

An automatic sprinkler system shall be provided for Group E occupancies as follows:

1. Throughout all Group E occupancies where the gross floor area exceeds 5,000 square feet or as required by Washington State amendments.

903.2.4 Group F-1.

An automatic sprinkler system shall be provided throughout all buildings containing a Group F-1 occupancy where one of the following conditions exists:

1. Where the gross floor area of a Group F-1 occupancy exceeds 5,000 square feet;
2. Where the gross floor area of a Group F-1 occupancy is located more than three stories above grade; or
3. Where the combined gross floor area of all Group F-1 occupancies on all floors, including any mezzanines, exceeds 5,000 square feet.

903.2.4.1 Woodworking Operations.

An automatic sprinkler system shall be provided throughout all Group F-1 occupancy fire areas that contain woodworking operations in excess of 2,500 square feet in gross floor area which generate finely divided combustible waste or which use finely divided combustible materials.

903.2.5 Group H.

Automatic sprinkler systems shall be provided in high-hazard occupancies as required in Sections 903.2.5.1 through 903.2.5.3.

903.2.5.1 General.

An automatic sprinkler system shall be installed in Group H occupancies.

903.2.5.2 Group H-5 Occupancies.

An automatic sprinkler system shall be installed throughout buildings containing Group H-5 occupancies. The design of the sprinkler system shall not be less than that required under the International Building Code for the occupancy hazard classifications in accordance with Table 903.2.5.2.

Where the design area of the sprinkler system consists of a corridor protected by one row of sprinklers, the maximum number of sprinklers required to be calculated is 13.

TABLE 903.2.5.2

GROUP H-5 SPRINKLER DESIGN CRITERIA

LOCATION	OCCUPANCY HAZARD CLASSIFICATION
Fabrication areas	Ordinary Hazard Group 2
Service corridors	Ordinary Hazard Group 2
Storage rooms without dispensing	Ordinary Hazard Group 2
Storage rooms with dispensing	Extra Hazard Group 2
Corridors	Ordinary Hazard Group 2

903.2.5.3 Pyroxylin Plastics.

An automatic sprinkler system shall be provided in buildings, or portions thereof, where cellulose nitrate film or pyroxylin plastics are manufactured, stored or handled in quantities exceeding 100 pounds.

903.2.6 Group I.

An automatic sprinkler system shall be provided throughout buildings with a Group I fire area.

Exception: An automatic sprinkler system installed in accordance with Section 903.3.1.2 or 903.2.1.3 shall be allowed in Group I-1 facilities.

903.2.7 Group M.

An automatic sprinkler system shall be provided throughout buildings containing a Group M occupancy where one of the following conditions exists:

1. Where the gross floor area of a Group M occupancy exceeds 5,000 square feet;
2. Where the gross floor area of a Group M occupancy is located more than three stories above grade; or
3. Where the combined gross floor area of all Group M occupancies on all floors, including any mezzanines, exceeds 5,000 square feet.

903.2.7.1 High-Piled Storage.

An automatic sprinkler system shall be provided as required in Chapter 23 in all buildings of Group M occupancy where storage of merchandise is in high-piled or rack storage arrays. Permits may be required.

903.2.8 Group R.

An automatic sprinkler system installed in accordance with section 903.3 shall be provided throughout all buildings with a Group R fire area.

1. Or as required by the International Fire Code and/or Washington State Amendments.

Exception: Detached one-family dwellings with less than 5,000 square feet of livable space and in accordance with AV107.1 as amended under EMC 15.05.060(R).

For residential fire-flow requirements, see Section B105.1 One family dwellings.

903.2.9 Group S-1.

An automatic sprinkler system shall be provided throughout all buildings containing a Group S-1 occupancy where one of the following conditions exists:

1. Where the gross floor area of a Group S-1 occupancy exceeds 5,000 square feet;
2. Where the gross floor area of a Group S-1 occupancy is located more than three stories above grade; or
3. Where the combined gross floor area of all Group S-1 occupancies on all floors, including any mezzanines, exceeds 5,000 square feet.

903.2.9.1 Repair Garages.

An automatic sprinkler system shall be provided throughout all buildings used as repair garages in accordance with the International Building Code, as follows:

1. Buildings two or more stories in height, including basements, with a gross floor area containing a repair garage exceeding 5,000 square feet.
2. One-story buildings with a gross floor area containing a repair garage exceeding 5,000 square feet.
3. Buildings with a repair garage servicing vehicles parked in the basement.

903.2.9.2 Bulk Storage of Tires.

Buildings and structures where the area for the storage of tires exceeds 20,000 cubic feet shall be equipped throughout with an automatic sprinkler system in accordance with Section 903.3.1.1.

903.2.10 Group S-2.

An automatic sprinkler system shall be provided throughout buildings classified as an enclosed parking garage in accordance with the International Building Code or where located beneath other groups.

Exception: Enclosed parking garages located beneath Group R-3 occupancies.

903.2.10.1 Commercial Parking Garages.

An automatic sprinkler system shall be provided throughout buildings used for storage of commercial trucks or buses where the gross floor area exceeds 5,000 square feet.

903.2.11.3 Building height. An automatic sprinkler system shall be installed throughout buildings 35 feet in height or three or more stories.

Exceptions:

1. Airport control towers
2. Open parking structures
3. Occupancies in Group F-2

903.3.1.1.1 Exempt locations.

Subject to the approval of the Fire Chief, automatic sprinklers may be omitted in the following rooms or areas where such rooms or areas are protected with an approved automatic fire detection system in accordance with Section 907.2 that will respond to visible or invisible particles of combustion. Sprinklers shall not be omitted from any room merely because it is damp, of fire-resistance rated construction or contains electrical equipment.

1. Any room where the application of water, or flame and water, constitutes a serious life or fire hazard.
2. Safe deposit or other vaults of fire-resistive construction, when used for the storage of record files and other documents, when stored in metal cabinets.
3. Any room or space where sprinklers are considered undesirable because of the nature of the contents, when approved by the fire code official.
4. Generator and transformer rooms separated from the remainder of the building by walls and floor/ceiling or roof/ceiling assemblies having a fire-resistance rating of not less than 2 hours.
5. In rooms or areas that are of non-combustible construction with wholly non-combustible contents.
6. Fire service access elevator machine rooms and machinery spaces.

Section 903.3.7 Fire department connections.

The location of fire department connections shall be approved by the fire code official. A fire department connection shall be located within 50 feet of a fire hydrant, and not closer than 50 feet from the protected structure.

903.4.2 Alarms.

Approved audible devices shall be connected to every automatic sprinkler system. Such sprinkler water-flow alarm devices shall be activated by water flow equivalent to the flow of a single sprinkler of the smallest orifice size installed in the system. Alarm devices shall be installed on the exterior of the building in an approved location. An approved audible sprinkler flow alarm to alert the occupants shall be provided in the interior of the building in a normally occupied location. Where a fire alarm system is installed, actuation of the automatic sprinkler system shall actuate the building fire alarm system.

903.4.3 Indicating valves.

All automatic sprinkler systems shall be provided with a listed and approved indicating valve. Such valve shall be provided on the exterior of the building in a location to be determined by the Fire Chief. When possible, such valve shall be located not less than 50 feet from the protected structure. Approved supervised indicating control valves shall be provided at the point of connection to the riser on each floor in high-rise buildings.

903.5 Testing and maintenance.

Sprinkler systems shall be tested and maintained in accordance with Section 901 of the fire code. A copy of the annual inspection report shall be signed by the individual conducting the inspection, and a copy of the report shall be forwarded to the fire department.

903.6 Existing buildings. The provisions of this section are intended to provide a reasonable degree of safety in existing structures not complying with the minimum requirements of the International Building Code by requiring the installation of an automatic sprinkler system in all existing structures with a gross floor area exceeding 5,000 square feet that are altered 50% or more of floor area as defined by the [2015 2018](#) International Building and Fire Code.

Section 907.1.3 Equipment.

Systems and their components shall be listed and approved for the purpose for which they are installed.

In addition to the requirements found in Section 907.2, the following shall apply.

The fire alarm control panel, remote annunciator panel and access keys to locked fire alarm equipment shall be installed and maintained in locations approved by the fire code official.

The automatic/manual fire alarm system shall consist of a minimum of the following:

1. Addressable fire alarm control panel and components
2. Interior audible/visual alarm devices for the notification of the building occupants throughout. WAC 51.50.1101 and IBC Chapter 11.
3. Visible devices in restrooms
4. Exterior horn/strobe shall be located on the address side of the building.
5. Manual pull stations at each exit
6. Smoke detection in corridors
7. Monitoring of the automatic fire sprinkler systems/fire alarm systems

8. Buildings containing multiple tenants shall have an addressable fire alarm system capable of monitoring and sending notification of all protection systems and the individual suite address within the building to an approved central station.

9. Multiple story buildings shall have an addressable system capable of monitoring and sending notification of all protection systems within the building to an approved central station.

Section 907.2 Where required – new buildings and structures.

An approved manual, automatic, or manual and automatic fire alarm system shall be provided in new buildings and structures in accordance with Sections 907.2.1 through 907.2.23.

Fire alarm systems required by Sections 907.2.1 through 907.2.23 shall be of an addressable type. In addition to the requirements of this section an approved addressable fire alarm system shall be provided in all buildings containing 5,000 square feet of gross floor area or greater.

Exceptions:

1. Group R-3 and Group U Occupancies.

2. Where automatic sprinkler protection is installed in accordance with Section 903.3.1.1 or 903.3.1.2 is provided and connected to the building fire alarm system, automatic heat detection required by this section shall not be required. Automatic sprinkler protection installed in accordance with Section 903.1.1 or 903.3.1.2 shall be monitored by central station, with central station service as defined in NFPA 72.

[The remainder of this section is as printed in the International Fire Code and as amended by Chapter 15.05.110 of the Edgewood Municipal Code.]

Section 912.2 Location.

With respect to hydrants, driveways, buildings and landscaping, fire department connections shall be so located that fire apparatus and hose connected to supply the system will not obstruct access to the building for other fire apparatus. The location of the fire department connection shall be approved and shall not be greater than 50 feet from a fire hydrant.

[The remainder of this section is as printed in the International Fire Code.]

Section 3404.2.9.5.1 Locations where aboveground tanks are prohibited.

The limits referred to in Section 3404.2.9.5.1 of the International Fire Code in which storage of Class I and Class II liquids outside in above-ground storage tanks is prohibited are established as all areas of the city, except for tanks that comply with Section 3404.2.8 Vaults.

Section 3804.2 Maximum capacity within established limits.

The limits referred to in Section 3804.2 of the International Fire Code in which liquefied petroleum gas is restricted are established as all areas of the city with the zoning designation other than that of light industrial when referring to above-ground containers.

Section B105.1 One and two-family dwellings.

The minimum fire-flow requirements for detached one-family dwellings having a fire-flow calculation area which does not exceed 3,600 square feet of livable space (344.5 M²) shall be 1,000 gallons per minute for each hydrant providing fire flow. Fire-flow and flow duration for detached one-family dwellings having a fire-flow calculation area in excess of 3,600 (344.5 M²) square feet livable space shall not be less than that specified in Table B105.1.

Exception:

The required fire flow may be reduced when using the City of Edgewood one-family dwelling fire flow credit worksheet hereby referred to as Table B105.2

Section B105.2 Buildings other than detached one-family dwellings.

The minimum fire-flow and flow duration for buildings other than detached one-family dwellings shall be as specified in Table B105.1 of the International Fire Code.

Section D103.7 Curbs and Striping.

Where required by the fire code official, curbs along fire apparatus access roads shall be painted red, with the words “No Parking—Fire Lane—Tow Away Zone” stenciled in 4-inch tall letters in white. Such curb painting shall be provided at the beginning and end of the fire lane as determined by the fire code official. Where no curb is provided, the traffic surface may be painted with high-visibility red diagonal striping of not less than 4 inches in width with an unpainted clear space of 12 inches between the painted stripes. High visibility white painted words indicating “No Parking—Fire Lane—Tow Away Zone” shall be painted within the striped area as determined by the fire code official.

Detached One-Family Dwellings (R-3) and Private Garages (U-1) Fire Flow Worksheet

Table B105.2

Permit #: _____ Date: _____

Project Address: _____

Applicant: _____

Credit Options ^{1, 2, 3, 4, 5, 6, 7}	% of Credit	Items Selected
NFPA 13 Monitored Sprinkler System (1)	60%	
NFPA 13 Sprinkler System (1)	50%	
Building < 2,000 square feet	25%	
Monitored Fire Alarm	25%	
30' Minimum Setback from Property Lines (6)	20%	
Modified 1-Hr Construction (2)	15%	
Class A or B Roofing Material	15%	
60% Brick/Stone Exterior	15%	
Paved Access within 150' of Building	10%	
Existing Hydrant (see 3, 4 and 5 below)	____%	

- Some credits may not be taken together.
- One-hour construction shall be a minimum of 1/2-inch type “X” drywall throughout the interior for one-family residence (R-3) occupancies and garage (U-1) occupancies. All other occupancy groups shall meet the requirements for one-hour construction per the International Building Code and International Residential Code.
- Existing hydrants located within 600 feet of the furthest point of structure, but not meeting minimum fire flow requirements, may take a 50 percent credit so long as the existing fire flow is greater than 500 gpm.

4. Existing hydrants located farther than 600 feet from the furthest point of the structure, but not more than 1,000 feet and meeting minimum fire flow requirements may take a 50 percent credit.
5. No hydrant credits will be given for hydrants located farther than 1,000 feet from the furthest point of the structure regardless of fire flow. One hundred percent credit must be obtained from the above table.
6. The 30-foot setback is from the side and rear property lines. Front setbacks may be that allowed by the zoning of the property.
7. The minimum fire flow requirements for private garages (U-1) shall be 750 gpm for 45 minutes; however, fire flow is not required for private garages meeting all of the following criteria:
 - a) It does not exceed 1,000 square feet;
 - b) It is accessory to a one- or two-family dwelling (R-3) that meets the requirements of this section;
 - c) It has setbacks from side and rear lot lines of at least 20 feet, and at least 10 feet from other buildings on the same lot;
 - d) It has modified, one-hour construction throughout the interior consisting of one layer 1/2-inch type "X" drywall.
 - e) Residential Fire Flow Requirements. Table 105-B applies to two lots or less.

The minimum fire flow requirements for detached one-family dwellings having a fire flow calculation area which does not exceed 3,600 square feet of livable space shall be 1,000 gallons per minute for each hydrant providing fire flow. Fire flow and flow duration for detached one-family dwellings having a fire flow calculation area in excess of 3,600 square feet shall not be less than that specified in Table B105.1.

(Ord. 20-572 § 7 (Exh. G); Ord. 17-501 §§ 17 – 20; Ord. 16-478 § 1 (Exh. A); Ord. 10-343 § 1 (Exh. A); Ord. 07-289 § 1; Ord. 04-224 § 1).



City Of Edgewood Council Agenda Summary Sheet

Subject: Discussion – Ordinance – Termination of Nonconforming Status	Agenda Item #: 2.E
	For Agenda of: 1/19/2021
	Prepared by: Darren Groth
Attachments (list): 1. Final Draft Ordinance- Termination of Nonconforming Status	
Approval of Materials: Darren Groth Rachel Pitzel 1/15/2021 Dave Gray 1/15/2021 Daryl Eidinger 1/15/2021	Expenditure Required: N/A Amount Budgeted: N/A Timeline: 01/05/2021: Initial SS 01/12/2021: Public Hearing 01/19/2021: Follow Up SS 01/26/2021: Final Action

Summary Statement:

In EMC Section 18.90.110 – Nonconformities, Subsection J requires a use to have been ‘abandoned’ for a period of six or more months. The word abandoned in this context would likely require the City to show intent and sets a high bar for any amortization of nonconforming uses. The proposed code revision in Attachment 1 will clarify the process the City can use to achieve the desired outcomes envisioned by the Comprehensive Plan and the EMC. For context, EMC Section 18.20.170, N Definitions states that “‘Nonconformity’ means any land use, structure, lot or sign legally established prior to the effective date of this title or subsequent amendment, which is no longer permitted by or in full compliance with the regulations of this title.” In summary, this code amendment would only apply to the criteria needed to end or terminate the continuation of a land use, structure, lot or sign that does not comply with the City's current regulations.

On November 9, 2020, the Planning Commission discussed these proposed code amendments and agreed to hold a public hearing during their December meeting. On December 14, 2020, the Planning Commission voted 5-0 to recommend APPROVAL, as modified by motion (to increase the minimum time period required from at least 6 months to at least 12 months) of the proposed code amendment to the EMC pertaining to the Termination of Nonconforming status requirements and to send their recommendation to the City Council for consideration.

This agenda item is intended to serve as a discussion opportunity with City Council following their Public Hearing on January 12. The proposed ordinance under consideration for action on January 26 is attached as an exhibit to this agenda bill.

Item History:

November 09, 2020, Planning Commission discussion
 December 14, 2020, Planning Commission public hearing and recommendation

Recommended Action:

Hold a discussion and provide staff direction on Termination of Nonconforming Status Ordinance

Fiscal Note/Consideration:

ORDINANCE NO. 21-xxxx

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF EDGEWOOD, PIERCE COUNTY, WASHINGTON, AMENDING EDGEWOOD MUNICIPAL CODE SECTION 18.90.110 RELATED TO TERMINATION OF NONCONFORMING STATUS, PROVIDING FOR SEVERABILITY; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, nonconforming uses are disfavored and are those uses that were allowed under the regulations in effect at the time of establishment but which are not in conformance with subsequent amendments to said regulations; and

WHEREAS, the City of Edgewood (City) has established conditions for the termination of a nonconforming status; and

WHEREAS, the City desires to add the term “vacated” as a condition under which a nonconforming use will lose its nonconforming status to ensure that the desired outcomes envisioned by the Comprehensive Plan and the Edgewood Municipal Code (EMC) can be achieved; and

WHEREAS, the City’s Responsible Official has determined that this Ordinance is categorically exempt from SEPA under WAC 197-11-800(19); and

WHEREAS, the City sent a draft of this Ordinance to the Washington State Department of Commerce, as required by RCW 36.70A.106; and

WHEREAS, the City Planning Commission held a public hearing on this draft Ordinance on December 14, 2020; and

WHEREAS, following the receipt of input during the public hearing, the Planning Commission moved to further amend EMC Subsection 18.90.110.J by increasing the minimum time period required for the termination of a nonconforming status from “six or more months” to “twelve or more months”; and

WHEREAS, on December 14, 2020, the Planning Commission voted 5-0 to recommend APPROVAL, as modified by motion, of the proposed code amendment to the EMC pertaining to the Termination of Nonconforming status requirements and to send their recommendation to the City Council for consideration; and

WHEREAS, on January 5, 2021, City Council discussed the draft Ordinance in a study session; and

WHEREAS, on January 12, 2021, City Council held a public hearing on the proposed code amendment as modified by the Planning Commission recommendation; and

WHEREAS, on January 19, 2021, City Council held a study session to provide final direction to staff regarding the proposed code amendment; and

WHEREAS, on January 26, 2021, City Council considered this Ordinance during its regular City Council meeting;

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

Section 1. EMC Subsection 18.90.110(J) Amended. Subsection 18.90.110(J), “Nonconformities,” of the Edgewood Municipal Code (EMC) is hereby amended to read as shown in Exhibit 1 attached hereto and incorporated herein by this reference.

Section 2. 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 3. 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 the date of publication.

PASSED BY THE CITY COUNCIL ON THE 26TH DAY OF JANUARY, 2020

Mayor Daryl Eidinger

ATTEST/AUTHENTICATED:

Rachel Pitzel, CMC
City Clerk

APPROVED AS TO FORM:

Ann Marie Soto, City Attorney

Date of Publication:

Effective Date:

EXHIBIT 1- ORDINANCE NO. 21-xxxx

Edgewood Municipal Code (EMC) 18.90.110. Nonconformities.

J. Termination of Nonconforming Status.

1. A nonconforming development or use shall terminate under the following conditions:
 - a. When the use has been vacated or abandoned for a period of ~~six~~ twelve (12) or more months.
 - b. When the structure, which is nonconforming, has been damaged or destroyed to an extent exceeding 50 percent or more of its fair market value as indicated by the records of the Pierce County assessor.
2. Provided, that damaged uses that are allowed to reestablish, as provided in subsection (K) of this section, Damage or Destruction, shall not be considered to be terminated. Once terminated, the use shall not be reestablished, and any subsequent use must comply with the regulations of the zoning district in which it is located.



City Of Edgewood Council Agenda Summary Sheet

Subject: Discussion – Ordinance – Lot of Record Definitions and Development Standards	Agenda Item #: 2.F
	For Agenda of: 1/19/2021
	Prepared by: Darren Groth
Attachments (list): 1. Final Ordinance - Lot of Record	
Approval of Materials: Darren Groth Rachel Pitzel 1/15/2021 Dave Gray 1/15/2021 Daryl Eidinger 1/15/2021	Expenditure Required: N/A Amount Budgeted: N/A Timeline: 01/05/2021: Initial SS 01/12/2021: Public Hearing 01/19/2021: Follow Up SS 01/26/2021: Final Action

Summary Statement:

In EMC Section 18.20.150 and Subsection 16.01.070.Z, the term “Lot of Record” is defined, see Attachment for respective definitions. In Section 16.01.040, the EMC establishes the scope of Title 16 - Edgewood subdivision code as applying to “all divisions of land and adjustment of property boundaries separating two or more lots of record.” As currently written, it is unclear whether a simple recording of a surveyed metes-and-bounds description would constitute a lot of record. In accordance with RCW 58.17.210, no building permit, septic tank permit, or other development permit, shall be issued for any lot, tract, or parcel of land that was not created in accordance with the subdivision rules and regulations of the State of Washington and City of Edgewood (or other applicable local regulator). The EMC, therefore, appears to allow building permits to be issued on a “lot of record” that was not reviewed under EMC Title 16 if the land was defined in a recorded deed.

To avoid this potential confusing situation and to clearly offer guidance to our customers, the attached code revisions are proposed to clarify when Edgewood may issue a project permit on a subject property. The first change modifies both “Lot of Record” definitions to ensure adherence to the new EMC Section 16.01.040.D (see change number 2) and makes both definitions uniform in language. The second change adds Subsection D language to EMC Section 16.01.040 by stipulating that development shall be permitted only on legally created lots and then providing the criteria with which to establish a lot has been legally created.

On November 9, 2020, the Planning Commission discussed these proposed code amendments and agreed to hold a public hearing during their December meeting. On December 14, 2020, the Planning Commission voted 5-0 to recommend APPROVAL, as presented of the proposed code amendment to the EMC pertaining to the Lot of Record definition and development standards and to send their recommendation to the City Council for consideration.

This agenda item is intended to serve as a discussion opportunity with City Council following their Public Hearing on January 12. The proposed ordinance under consideration for action on January 26 is attached as an exhibit to this agenda bill.

Item History:

November 9, 2020, Planning Commission discussion

December 14, 2020, Planning Commission public hearing and recommendation

Recommended Action:

Hold a discussion and provide staff direction on Lot of Record Definitions and Development Standards Ordinance

Fiscal Note/Consideration:

ORDINANCE NO. 21-xxxx

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF EDGEWOOD, PIERCE COUNTY, WASHINGTON, AMENDING EDGEWOOD MUNICIPAL CODE SECTION 16.01.070 RELATED TO SUBDIVISION DEFINITIONS, SECTION 18.20.150 RELATED TO DEVELOPMENT STANDARDS DEFINITIONS, AND SECTION 16.01.040 RELATED TO SUBDIVISION GENERAL PROVISIONS SCOPE; PROVIDING FOR SEVERABILITY; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the City of Edgewood (City) has established lot of record definitions and subdivision provisions; and

WHEREAS, the City desires to establish consistent definitions for a lot of record throughout the Edgewood Municipal Code (EMC); and

WHEREAS, the City desires to establish a general provision that only permits development on a legal lot of record; and

WHEREAS, the City's Responsible Official has determined that this Ordinance is categorically exempt from SEPA under WAC 197-11-800(19); and

WHEREAS, the City sent a draft of this Ordinance to the Washington State Department of Commerce, as required by RCW 36.70A.106; and

WHEREAS, the City Planning Commission held a public hearing on this Ordinance on December 14, 2020, and sent its recommendation to the City Council; and

WHEREAS, on December 14, 2020, the Planning Commission voted 5-0 to recommend APPROVAL, as presented, of the proposed code amendment to the EMC pertaining to the Lot of Record definition and related development standards and to send their recommendation to the City Council for consideration; and

WHEREAS, on January 5, 2021, City Council discussed the draft Ordinance in a study session; and

WHEREAS, on January 12, 2021, City Council held a public hearing on the proposed code amendment to the EMC pertaining to the Lot of Record definition and development standards; and

WHEREAS, on January 19, 2021, City Council held a study session to provide final direction to staff regarding the proposed code amendment; and

WHEREAS, on January 26, 2021, City Council considered this Ordinance during its regular City Council meeting;

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

Section 1. EMC Subsection 16.01.070(Z) Amended. Subsection 16.01.070(Z)–Definitions of the Edgewood Municipal Code (EMC) is hereby amended to read as shown in Exhibit 1 attached hereto and incorporated herein by this reference.

Section 2. EMC Section 18.20.150 Amended. Section 18.20.150–B Definitions of the EMC is hereby amended to read as shown in Exhibit 1 attached hereto and incorporated herein by this reference.

Section 3. EMC Section 16.01.040 Amended. Section 16.01.040–Scope of the EMC is hereby amended to read as shown in Exhibit 1 attached hereto and incorporated herein by this reference.

Section 4. 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 5. 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 the date of publication.

PASSED BY THE CITY COUNCIL ON THE 26TH DAY OF JANUARY, 2020

Mayor Daryl Eidinger

ATTEST/AUTHENTICATED:

Rachel Pitzel, CMC
City Clerk

APPROVED AS TO FORM:

Ann Marie Soto, City Attorney

Date of Publication:

Effective Date:

EXHIBIT 1- ORDINANCE NO. 21-xxxx

Edgewood Municipal Code (EMC) 16.01.070. Definitions.

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

Z. “Lot of record” means a lot legally created, ~~pursuant to local and state statutes and recorded with the Pierce County auditor, or a legally created lot under state and local subdivision regulations in effect at the time of creation, or a lot described by metes (distance) and bounds (direction), the description of which has also been recorded~~ as established in accordance with EMC Section 16.01.040.

Edgewood Municipal Code (EMC) 18.20.150 L definitions.

“Lot of record” means a lot legally created, ~~as established in accordance with EMC Section 16.01.040 that is part of a subdivision recorded, pursuant to statute, with the Pierce County auditor, or a legally created lot under state and local subdivision on regulations in effect at the time of creation or a lot described by metes (distance) and bounds (direction), the description of which has been so recorded.~~

Edgewood Municipal Code (EMC) 16.01.040 Scope.

A. This title applies to all divisions of land and adjustment of property boundaries separating two or more lots of record, unless exempt under EMC 16.01.050.

B. Where this title imposes greater restrictions or higher standards upon the development of land than other laws, ordinances or restrictive covenants, the provisions of this title shall prevail.

C. The provisions set forth in this title shall constitute the minimum requirements necessary to promote the public health, safety, morals, and general welfare.

D. Development shall be permitted only on legally created lots of record.

1. The burden of demonstrating a legal lot under this title rests with the property owner, business owner, or project permit applicant.
2. To establish that a lot has been legally created, the applicant must provide one of the following:
 - a. A copy of the formal plat, short plat, or subdivision that separately describes the lot and was approved by the jurisdiction with approving authority;
 - b. A copy of the boundary line adjustment or lot combination that separately describes the lot and was approved by the jurisdiction with approving authority;
 - c. Documentation that the creation of the lot was exempt from the provisions of the applicable City of Edgewood or Pierce County Subdivision Regulations; or
 - d. A deed, contract of sale, mortgage, recorded survey, or Pierce County Assessor tax segregation executed prior to August 13, 1974, that separately describes the lot.



City Of Edgewood Council Agenda Summary Sheet

Subject: Discussion – Job Descriptions – Code Compliance Manager & Development Review Coordinator	Agenda Item #: 2.G
	For Agenda of: 1/19/2021
	Prepared by: Darren Groth
Attachments (list): 1. Development Review Coordinator_ 11-24-20 2. Code Compliance Manager_ 11-24-20	
Approval of Materials: Darren Groth Rachel Pitzel 1/15/2021 Dave Gray 1/15/2021 Daryl Eidinger 1/15/2021	Expenditure Required: N/A Amount Budgeted: N/A Timeline: 12/01/2020 SS 12/08/2020 RCM 01/19/2021 SS

Summary Statement:

Mayor proposed two previously undefined positions in the 2021 draft budget he presented to City Council in December 2020. The Code Compliance Manager would oversee the Code Enforcement Division within the Community & Economic Development Department. The Development Review Coordinator would be in charge of organization and day-to-day tasking for the front counter, as well as overseeing the newly created Development Review Committee (DRC). The DRC is a team of professionals from multiple disciplines, i.e., Police, Fire, engineering, planning, building, inspections, Code Enforcement, water, sewer, TPCHD, and other agencies as needed, that is responsible for ensuring project permitting reviews are conducted in accordance with state and local rules.

On December 1, 2020, the proposed job descriptions were reviewed during the City Council study session and placed on the Consent Agenda for the next regular Council meeting. On December 8, 2020, this item was removed from the consent agenda and discussed under regular Council business. The discussion was postponed to a date certain of January 19, 2021. This agenda item is intended for City Council to further discuss this item. Both job descriptions are attached to this agenda bill as Exhibits 1 and 2.

Item History:

Recommended Action:

Hold a discussion and provide staff direction to Discussion – Job Descriptions – Code Compliance Manager & Development Review Coordinator

Fiscal Note/Consideration:



City of Edgewood

2224 104th Ave E, Edgewood WA 98372-1513
Phone (253) 952-3299 | Fax (253) 952-3537

Development Review Coordinator – Job Description

Department: Community & Economic Development
Building Division

Salary Range: \$6,282 - \$7,542/mo.

Opening Date:

Closing Date: Open until Filled

First Review:

This position is a full-time, non-union, FLSA non-exempt position.

GENERAL SCOPE OF WORK

The Development Review Coordinator performs a variety of administrative and technical functions for the Community and Economic Development Department. This position coordinates, plans, manages, and oversees the community's economic, social, and physical growth as it relates to the front permitting counter. Overall performance of the front counter is the responsibility of this position. As well as successful coordination of the City's Development Review Committee.

Due to the limited number of City staff, each staff member is expected to perform a wide range of office and field duties. The City of Edgewood is an at-will employer and all staff members serve at the pleasure of the Mayor.

SUPERVISION

This position performs a wide range of cross-functional office duties. The Development Review Coordinator will be asked to work with all departments at City Hall, especially the Building and Inspection team, Planning Division, Code Enforcement Division, and Engineering Plan Review team. This position reports to Building Official. Work may also be performed under limited supervision of the Community and Economic Development Director. Direct supervision of others is not required; however, assigning day-to-day tasks to various employees in order to execute front counter responsibilities may be required.

ESSENTIAL JOB FUNCTIONS

The duties listed below are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position. Reasonable accommodations may be made to enable performance of these essential job functions.

1. Accepts permit applications, checks for accuracy and completeness, calculates fees, issues receipt, enters application into permit tracking system, routes to appropriate review staff; monitors application progress for status reports; enters application decisions into permit

- tracking system and forwards decisions and plan sets to applicants; issues simple, routine permits within scope of authority and responsibility assigned.
2. Answers procedural questions regarding zoning codes, engineering standards and building codes at the counter or on the phone; directs builders, developers and the general public to the appropriate City codes, regulation manuals, information sheets or other City staff for more specific information.
 3. Provides general zoning, building and public works application forms to permit applicants and the general public; provides guidance in filling out various applications and forms; ensures that defined information and attachments required to submit an accurate and complete application are included in submittal; advises applicants and the general public regarding the status of applications using the permit tracking system.
 4. Maintains accurate and timely records of all building, planning, and engineering permits and department records and files; inputs, maintains and compiles a variety of data on permitting activity; maintains land use, fire, building, engineering permit and other tracking data.
 5. Assists in establishing efficient and effective procedures for permit processing; performs research on trends in permitting procedures and makes recommendations on upgrades to current systems and procedures.
 6. Assists in the scheduling of requests for field inspections and maintains an inspection activity log; assists in coordinating the permitting process with building official, inspectors, planners, engineers, fire inspectors and other staff; coordinates and maintains a calendar for inspections.
 7. Participates in creating, establishing and monitoring the addressing system for both new and existing buildings.
 8. Accepts and enters land use, building and engineering applications into City's permit system and forwards to appropriate staff for review and processing.
 9. Provides the public with basic or directive information on the City's development regulations, building codes and engineering standards.
 10. Administers the tracking system for inspections of public and private improvements as part of the site plan and subdivision construction process, schedules inspections, releases financial guarantees as improvements are inspected and accepted, coordinates the building inspection and certificate of occupancy process.
 11. Administers the permit tracking system; updates the system when new procedures are implemented or existing procedures are modified; creates and runs reports from the system; ensures functional integration with other City software and systems. Serves as the City's main point-of-contact for SMARTGOV, or whichever software replaces it.
 12. Because of the small size of the City staff, each employee is expected to perform a wide range of office and field duties as may be required from time to time, including covering for other staff during break and leave periods, being cross trained to other comparable positions, and supporting other staff in both the Community & Economic Development Department and the Public Works Department.
 13. Maintain, disclose and destroy public records in accordance with the requirements of the WA Public Records Act and WA State Archives retention guidelines.

NECESSARY KNOWLEDGE, SKILLS, AND ABILITIES

To perform this job successfully, the person in this position must be able to perform each Essential Job Function. The requirements listed below are representative of the knowledge, skills, and abilities necessary to meet the minimum qualifications for this position.

Knowledge of

1. General land use development and building code procedures;
2. Basic zoning and building code administration;
3. Basic engineering practices and procedures;
4. Manual and computerized record keeping systems;
5. Customer service techniques and principles;
6. Permit and application tracking systems and methods;
7. Computer hardware and software programs, which may include Microsoft Office, Internet applications, and GIS;
8. Pertinent federal, state and local laws, codes and regulations including recent changes;
9. Knowledge of local government procedures and practices;
10. Citizen involvement techniques and processes;

Skills and Abilities

11. Oral communication and interpersonal skills to explain rules and procedures clearly to the public;
12. Problem-solving skills to gather relevant information to solve vaguely defined practical problems;
13. Ability to review plans and apply ordinance and code provisions to determine compliance with such regulations and to apply those regulations to field conditions;
14. Ability to work on several projects or issues simultaneously;
15. Ability to work independently or in a team environment as needed;
16. Reading comprehension to understand technical and legal materials;
17. A sense of humor and positive attitude are essential.

MINIMUM QUALIFICATIONS/ACCEPTABLE EQUIVALENCY:

Required

A bachelor's degree in urban planning, architecture, public administration, business, economic, public policy, or related area of study with four (4) years of professional experience in community services, community development, customer service, or a related field.

OR

Any equivalent combination of education and experience that provides the applicant with the necessary knowledge, skills, and abilities required to perform the essential job functions.

AND

The ability to obtain, and maintain a valid Washington State Driver's License throughout employment, and documentation to fulfill the requirements of the Immigration and Nationality Act within 3 days of employment.

Preferred

- Permit Technician; Residential Building Inspector; and/or Residential Plans Examiner certification
- Prior work in local government
- Experience working with SMARTGOV permitting software

SPECIAL CONSIDERATIONS

The incumbent will be joining an organization with approximately 20+ full-time positions. As a small and nimble organization, the City of Edgewood needs to hire and retain individuals interested in working with a small team. All employees of the City of Edgewood are expected to uphold and exhibit the City's shared employee values of Knowledge, Respect, and Integrity. A hiring objective for this position is to find an employee that will be competently qualified and interested in the work diversity offered by a full-service municipal corporation operating with a limited budget and staffing.

PHYSICAL DEMANDS AND WORKING CONDITIONS

The physical demands described herein are representative of those that must be met by an employee to successfully perform the essential job functions. The work environment characteristics described herein are representative of those an employee may encounter while performing the essential functions of this position.

While performing the duties of this job, the employee is required to stand, walk, use hands and fingers, handle, feel or operate objects, tools, or controls, and reach with hands and arms. Hand-eye coordination is necessary to operate computers and various pieces of office equipment. The employee is occasionally required to sit, climb stairs, talk, and hear. The employee may occasionally be required to lift or move up to 35 pounds with or without a reasonable accommodation. Specific vision abilities required by this job include close vision, distance vision, peripheral vision, and the ability to adjust focus.

Work is conducted primarily in an office setting, but may include time in the field under a variety of weather conditions. Duties are usually performed alone, but are also performed as part of a work team. Attendance at some evening meetings may be required. The work environment is fast-paced and moderate to very noisy.

ACKNOWLEDGEMENTS

The statements contained herein reflect general details as necessary to describe the principal functions of this job, the level of knowledge and skill typically required, and the scope of responsibility, but should not be considered an all-inclusive listing of work requirements. Individuals may perform other duties as assigned including work in other functional areas to cover absences or relief, to equalize peak work periods or otherwise to balance the workload.

EQUAL OPPORTUNITY EMPLOYER - AMERICANS WITH DISABILITIES ACT

The City of Edgewood is an Equal Opportunity Employer. Women and minorities are encouraged to apply. Requirements outlined in this job description may be subject to modification to reasonably accommodate individuals with disabilities who are otherwise qualified for employment in this position. However, some requirements may exclude individuals who pose a direct threat or significant risk to the health and safety of themselves or other employees.

This job description does not constitute a contract or agreement for employment. It is subject to change by the City as the needs of the City and requirements of the job change.

The City of Edgewood is a Drug Free workplace and an Equal Opportunity Employer.

APPLICATION SUBMITTAL

If you meet the minimum qualifications and are interested in applying for this position, please email your application packet consisting of a cover letter, resume, signed EOCC statement, signed job description, and your responses to the supplemental questions (listed below) to: humanresources@cityofedgewood.org.

Application packets may also be sent to the City of Edgewood via regular mail to the following address:

**City of Edgewood
Human Resources
2224 104th Ave E
Edgewood, WA 98372-1513**

Incomplete submittals will be disqualified. Only those applicants selected to move forward in the process may be contacted. Submittals will be retained in accordance with Records Retention practices. If you have questions regarding the application process, please contact human resources at 253-952-3299 or via e-mail at humanresources@cityofedgewood.org.

Employee signature below constitutes the employee's understanding of the requirements, expectations, essential functions and duties of this position.

Name

Date

SUPPLEMENTAL QUESTIONS

The following questions are designed to help you present your qualifications for this position. Your responses to these questions will be used to determine whether you are among the most qualified of the applicants and should continue in the selection process. Responses should be printed legibly in ink or typewritten, complete, and specific. Clarity and completeness of answers are factors, which will be considered in the evaluation process. Address each question separately using additional pages as necessary. Be sure to indicate your name on each additional page. Please note that you must submit a cover letter, resume, and signed EOCC statement along with the completed supplemental questions in order to be considered further in the selection process.

1. Please describe your customer service experience.
2. Please describe your familiarity with municipal permitting, permitting software, building inspections, plan review, and general development regulations.
3. Please tell us why you are interested in this position and why you are looking to leave your current position.
4. If you do not possess the typical education or experience listed under the minimum qualifications, or if you would like to expand on your qualifications, please explain how your particular combination of education and experience has provided you with the required knowledge, skills, and abilities to perform the essential functions of this job.



City of Edgewood

2224 104th Ave E, Edgewood WA 98372-1513
Phone (253) 952-3299 | Fax (253) 952-3537

Code Compliance Manager – Job Description

Department: Community & Economic Development

Salary Range: \$7,185- \$8,626/mo.

Opening Date:

Closing Date: Open until Filled

First Review:

This position is a full-time, non-union, FLSA exempt position.

GENERAL SCOPE OF WORK

The Code Compliance Manager requires advanced professional Code Enforcement experience of high complexity and variety. This position manages and oversees the Code Enforcement Division within the larger Community and Economic Development Department. The person in this position serves as the City's Code Enforcement Officer and uses technical knowledge and discretion in managing Division staff and an active caseload, as well as overseeing the implementation and updating of applicable regulations. The person filling this position will receive, investigate, research, and resolve citizen questions, complaints, violations, and issues relating to zoning, land use, signs, surface water, site development, and compliance with other related municipal codes.

The Code Compliance Manager is expected to exercise considerable initiative to work independently in the field and is responsible for decisions requiring discretion, judgment, and familiarity with a variety of codes and ordinances. The Code Compliance Manager routinely encounters members of the public with little or no prior knowledge of the requirements of the City code. The person in this position must exercise patience and attempt to gain cooperation from citizens in order to avoid adversarial situations.

Due to the limited number of City staff, each staff member is expected to perform a wide range of office and field duties. The City of Edgewood is an at-will employer and all staff members serve at the pleasure of the Mayor.

SUPERVISION

This position performs a wide range of cross-functional duties, teaming with all departments at City Hall and reports to the Community and Economic Development Director. Work may also be performed in support of the Mayor, Public Works Director, Building Official, City Attorney, Police Chief, or Planning Manager. Supervision of the Code Compliance Specialist is also required.

ESSENTIAL JOB FUNCTIONS

The duties listed below are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position. Reasonable accommodations may be made to enable performance of these essential job functions.

1. Manages, organizes and prioritizes the work activities, schedules and assignments of staff.
2. Provides leadership in citizen relations, technical support, and safety and problem solving; sets priorities and policy for enforcement goals.
3. Guides, reviews, and approves assigned projects.
4. Acts as department representative at hearings; interprets codes and advises hearing examiners and city attorneys in developing and setting policies and procedures.
5. Provide technical assistance and information to staff and the public in the administration of specific code compliance programs.
6. Recruits, trains and evaluates code compliance staff.
7. Manages the division budget.
8. Resolve complex enforcement issues by receiving, researching, investigating, and resolving citizen questions or complaints regarding potential violations of the Edgewood Municipal Code (EMC), for such issues relating to land use, zoning, signage, dumping, clearing, grading, building and construction, site development, other nuisances, and other applicable codes.
9. Conduct field investigations of property within the City of Edgewood for potential violations of adopted City codes, regulations, and policies.
10. Inspect sites, interview witnesses, gather evidence, initiate contact with property owners and advise of violation(s) and requirements and timelines for compliance.
11. Prepare and maintain a variety of logs and records related to inspection and enforcement.
12. Recommend amendments and additions to City codes or regulations.
13. Follow established processes for issuing notices of code violation, enforcement letters, citations, and other similar items.
14. Develop procedures for monitoring and assisting property owners in correcting violations.
15. Meet with owners, tenants, contractors, developers, businesses, etc. to review and explain code requirements and violations or potential violations in order to secure code compliance.
16. Coordinate efforts with the Police, Planning, Building, Public Works, other City departments, the prosecuting attorney, and other staff or agencies, as needed.
17. Work with police and prosecutors to obtain written or tape-recorded statements, depositions, or admissions, as needed.
18. Review cases being prepared for trial with emphasis on the evidentiary and legal issues crucial to successful prosecution.
19. Prepare detailed reports of activities and investigations made; consults with the City Attorney or criminal prosecutors and prepares case reports for court action; testifies in court.
20. Assist in obtaining, enhancing, preparing, or presenting exhibits or other evidence in court.
21. Maintain, disclose and destroy public records in accordance with the requirements of the WA Public Records Act and WA State Archives retention guidelines.

NECESSARY KNOWLEDGE, SKILLS, AND ABILITIES

To perform this job successfully, the person in this position must be able to perform each Essential Job Function. The requirements listed below are representative of the knowledge, skills, and abilities necessary to meet the minimum qualifications for this position.

Knowledge of

1. Code enforcement principles, practices and methods applicable to a municipal setting;
2. Principles and practices of research and data collection;
3. Effective writing techniques;
4. Statistical, algebraic, or geometric knowledge and ability to apply such knowledge in practical situations;
5. Pertinent federal, state and local laws, codes and regulations including recent changes;
6. Local government procedures and practices;
7. Inspection techniques, warrant procedures, and gaining access to private property;
8. Citizen involvement techniques and processes;
9. Computer hardware and software programs, which may include Microsoft Office, Internet applications, econometric or transportation modeling, database management, or GIS.

Skills and Abilities

10. Oral communication and interpersonal skills to explain rules and procedures clearly to the public;
11. Problem-solving skills to gather relevant information to solve vaguely defined practical problems;
12. Ability to work on several projects or issues simultaneously;
13. Ability to work independently or in a team environment, as needed;
14. Ability to prepare, organize and maintain inspection field data, reports and systems;
15. Ability to analyze complex situations, problems, and data, and use sound judgment in drawing conclusions and making decisions.
16. Ability to comprehend and apply existing code requirements to various situations.
17. Ability to articulate complex facts and relationships in detail and to summarize and write clearly, concisely, and legibly.
18. Ability to use initiative and independent judgment to determine if a violation exists and the appropriate follow-up action.
19. Ability to testify in court in an objective, concise, and professional manner.
20. Ability to produce or obtain reports, graphs, charts, photographs, evidence, or exhibits.
21. Ability to follow verbal and written instructions.
22. Ability to handle stressful situations and effectively deal with difficult or angry people.
23. Skilled at reading and using City maps, property descriptions, construction plans, and other related plans and drawing to ensure conformance with approved plans and satisfaction of zoning and design guidelines, e.g., landscaping, fencing, signs, parking spaces, and lighting.
24. A sense of humor and positive attitude are essential.

MINIMUM QUALIFICATIONS/ACCEPTABLE EQUIVALENCY:

Required

A bachelor's degree in Construction or Property Management, Building Inspection, Civil Engineering, Urban Planning, Architecture, Public Policy, Criminal Justice, Public Administration, or related area of study;

AND

Five (5) years extensive experience in housing, inspections, commercial property management, land development, code enforcement, or a related field, plus three (3) years of supervisory experience.

OR

Any equivalent combination of education and experience that provides the applicant with the necessary knowledge, skills, and abilities required to perform the essential job functions.

AND

The ability to obtain, and maintain a valid Washington State Driver's License throughout employment, and documentation to fulfill the requirements of the Immigration and Nationality Act within 3 days of employment.

Preferred

- International Code Council (ICC) and American Association of Code Enforcement (AACE) Certifications to include ICC Zoning Inspector; ICC/AACE Property Maintenance and Housing Inspector; or ICC/AACE Code Enforcement Officer.
- Ability to obtain ICC Legal Module (MG) and Management Module (MM) certification within eighteen (18) months of employment.
- Prior work in local government

SPECIAL CONSIDERATIONS

The incumbent will be joining an organization with approximately 20+ full-time positions. As a small and nimble organization, the City of Edgewood needs to hire and retain individuals interested in working with a small team. All employees of the City of Edgewood are expected to uphold and exhibit the City's shared employee values of Knowledge, Respect, and Integrity. A hiring objective for this position is to find an employee that will be competently qualified and interested in the work diversity offered by a full-service municipal corporation operating with a limited budget and staffing.

PHYSICAL DEMANDS AND WORKING CONDITIONS

The physical demands described herein are representative of those that must be met by an employee to successfully perform the essential job functions. The work environment characteristics described herein are representative of those an employee may encounter while performing the essential functions of this position.

While performing the duties of this job, the employee is required to stand, walk, use hands and fingers, handle, feel or operate objects, tools, or controls, and reach with hands and arms. Hand-eye coordination is necessary to operate computers and various pieces of office equipment. The employee is occasionally required to sit, climb stairs, talk, and hear. The employee may occasionally be required to lift or move up to 35 pounds with or without a reasonable accommodation. Specific vision abilities required by this job include close vision, distance vision, peripheral vision, and the ability to adjust focus.

Work is conducted primarily in an office setting, but may include time in the field under a variety of weather conditions. Duties are usually performed alone, but are also performed as part of a work team. Attendance at some evening meetings may be required. The work environment is fast-paced and moderate to very noisy.

ACKNOWLEDGEMENTS

The statements contained herein reflect general details as necessary to describe the principal functions of this job, the level of knowledge and skill typically required, and the scope of responsibility, but should not be considered an all-inclusive listing of work requirements. Individuals may perform other duties as assigned including work in other functional areas to cover absences or relief, to equalize peak work periods or otherwise to balance the workload.

EQUAL OPPORTUNITY EMPLOYER - AMERICANS WITH DISABILITIES ACT

The City of Edgewood is an Equal Opportunity Employer. Women and minorities are encouraged to apply. Requirements outlined in this job description may be subject to modification to reasonably accommodate individuals with disabilities who are otherwise qualified for employment in this position. However, some requirements may exclude individuals who pose a direct threat or significant risk to the health and safety of themselves or other employees.

This job description does not constitute a contract or agreement for employment. It is subject to change by the City as the needs of the City and requirements of the job change.

The City of Edgewood is a Drug Free workplace and an Equal Opportunity Employer.

APPLICATION SUBMITTAL

If you meet the minimum qualifications and are interested in applying for this position, please email your application packet consisting of a cover letter, resume, signed EOCC statement, signed job description, and your responses to the supplemental questions (listed below) to: humanresources@cityofedgewood.org.

Application packets may also be sent to the City of Edgewood via regular mail to the following address:

**City of Edgewood
Human Resources
2224 104th Ave E
Edgewood, WA 98372-1513**

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Employee signature below constitutes the employee's understanding of the requirements, expectations, essential functions and duties of this position.

Name

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DRAFT

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1. Please describe your supervisory experience.
2. Please describe your experience with construction and land development.
3. Please describe your knowledge of municipal codes.
4. Please describe your experience in either following technical information on land use and zoning through implementation of construction projects or enforcing adopted codes.
5. Please tell us why you are interested in this position and why you are looking to leave your current position.
6. If you do not possess the typical education or experience listed under the minimum qualifications, or if you would like to expand on your qualifications, please explain how your particular combination of education and experience has provided you with the required knowledge, skills, and abilities to perform the essential functions of this job.