

CITY OF LYNNWOOD

ORDINANCE NO. 2241

AN ORDINANCE RELATING TO APPLICATION FEES FOR PUBLIC WORKS PERMITS, AMENDING SECTIONS 2.44.040, 2.44.070, 2.44.080, 12.04.040, 13.12.010, 13.12.020, 13.12.030, 13.20.040, 13.20.070, 14.16.022, 14.44.040, AND 16.20.030, ADDING NEW SECTIONS TO CHAPTERS 13.12, 13.40, AND 14.60, AND REPEALING SECTION 14.40.070 OF THE LYNNWOOD MUNICIPAL CODE

Whereas, the fees that Public Works charges for permits have not substantially changed in at least the past 10 years; and

Whereas, the difference between the City's cost of processing permits and the amount collected in fees has grown to the point that the revenues brought in are only a fraction of the amount of the cost of the permitting staff time; and

Whereas, the City Council following review and recommendation by the Public Works Department determines it appropriate to revise fees for Public Works permits as set forth in this ordinance

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

Section 1. Amendment. Section 2.44.040 of the Lynnwood Municipal Code and Ordinance 2072 are amended to read as follows:

2.44.040 ADMINISTRATIVE PERMITS - PUBLIC WORKS DEPARTMENT

The following listed permits are the responsibility of the Public Works Department:

1. Weekend work approval - LMC 10.12.300(B.13)
2. Water use approval - LMC 13.20.040
3. Water meter application - LMC 13.12.010
4. Water main permit - LMC 13.12.015
5. Purity Tests - LMC 13.20.070
6. House moving permit - LMC 16.20.045
7. Side sewer installation permit - LMC 14.16.022
8. Sewer main installation permit - LMC 14.16.024
9. Sewer capping permit - LMC 14.16.220
- ~~10. Sewer tapping permit - LMC 14.40.070~~
11. Private sewer system permit - LMC 14.44.040
12. Industrial waste limited discharge permit - LMC 14.60.510
13. Industrial waste discharge permit - LMC 14.60-503
14. Cross Connection control permit - LMC 13.12.080
15. Right of Way use permit - LMC 12.04.010
16. Road improvement permit - LMC 12.04.015

- 17. Storm drainage permit - LMC 13.40.040
- 18. Tree permit - Ordinance 1672
- 19. Sensitive areas permit - LMC 17.10
- 20. Grading permit - LMC 16.04.030
- 21. Right of Way Vacation - LMC 12.16.010
- 22. Grease Interceptor Permit - LMC 14.60.359
- 23. Sewer Lateral Permit - LMC 14.16.022
- 24. Private Water Service Permit - LMC 13.12.012
- 25. Land Clearing Permit - LMC 13.40.065
- 26. Water Main Connection Permit - LMC 13.12.020
- 27. Fire Hydrant Inspection Permit - LMC 13.12.035

Section 2. Amendment. Section 2.44.070 of the Lynnwood Municipal Code and Ordinance 2072 is amended to read as follows:

2.44.070 PAYMENT OF REQUIRED FEES WITH SUBMITTALS AND MAJOR RESUBMITTALS

The applicant applying for any of the permits listed in 2.44.040 shall pay all permit fees required for the processing of said permits at the time of initial submittal unless waived by the Director. An application for permit will not be deemed complete per LMC Chapter 1.35.001-099 until required fees are paid in full. In addition, if major changes arise in any consolidated permitting process or if the applicant makes major changes to the application which will require re-review by staff, then fees are required to be paid again. All fees shall be adjusted yearly as approved in the City's annual budget, and the Public Works Department shall annually prepare an ordinance for this purpose.

Fees for permits listed in 2.44.040 are as follows:

1. Weekend work approval:

The fee for Weekend work approval shall be \$100.00 and shall cover all such approvals for the entire time that the specific project is in effect.

2. Water use approval

The charge for metered water through hydrants shall be one dollar and twenty-five cents (\$1.25) per one hundred cubic feet and one dollar and forty-five cents (\$1.45) per one thousand (1,000) gallons tank measure; however, for construction uses in trench stabilization of utilities being constructed, the rate shall be fifty dollars and ten cents (\$50.10) for each one thousand (1,000) feet of trench. The minimum charge for water hydrant rates shall be one hundred dollars (\$100.00). A water use permit shall be required for all uses as stated above with a minimum charge of one hundred dollars (\$100.00) per permit and a two hundred dollar (\$200.00) deposit. Water use permits shall be issued for a calendar year and will expire on December 31.

3. Water meter application

The fee for water meters installed by city forces shall be as follows:

- 3/4" meter: \$800.00
- 1" meter: \$1000.00
- 1 1/2" meter (short, less than 25 feet) \$1,250.00

1 1/2" meter (long) \$1,700.00
2" meter (short, less than 25 feet) \$1,350.00
2" meter (long) \$1,800.00

Fees for meters installed by developer shall be 85% of the fees shown above.
For meters larger than 2" (always installed by the developer) fee shall be \$2,000.00 not including reimbursement costs of appurtenances

4. Water main permit

The fee for a water main permit shall be \$150.00 for the first 100 lineal feet of main plus \$100.00 for each additional 100 lineal feet of main or fraction thereof.

5. Purity Tests

There shall be a minimum fee of fifty dollars (\$50.00) for each purity test administered; provided, that one test of purity on any main extension will be made without charge so long as the test can be made in coordination with a routine group of purity tests.

6. House moving permit

The fee for a house moving permit shall be \$175.00.

7. Side sewer installation permit

The fee for a side sewer permit shall be \$150.00.

8. Sewer main installation permit

The fee for a sewer main permit shall be \$150.00 for the first 100 lineal feet of main plus \$100.00 for each additional 100 lineal feet of main or fraction thereof.

9. Sewer capping permit

The fee for a sewer capping permit shall be \$150.00.

10. Private sewer system permit

The fee for a private sewer system permit shall be \$150.00.

11. Industrial waste limited discharge permit

The fee for an industrial waste limited discharge permit shall be \$75.00.

12. Industrial waste discharge permit

The fee for an industrial waste discharge permit shall be \$1500.00 for first applications and \$500.00 for all subsequent applications.

13. Cross Connection control permit

The fee for a cross connection control permit shall be \$150.00.

14. Right of Way use permit

The fee for a right of way use permit shall be \$150.00 for the first 100 lineal feet of disturbance plus \$100.00 for each additional 100 lineal feet of disturbance or fraction thereof.

15. Road improvement permit

The fee for a road improvement permit shall be \$350.00 for the first 300 lineal feet of road plus \$100.00 for each additional 100 lineal feet of road or fraction thereof.

16. Storm drainage permit

The fees for storm drainage permits shall be as follows:

\$100.00 for residential permit roof or foundation drain installations

\$300.00 for each retention/detention system

\$150.00 for the first 100 lineal feet of conveyance system (pipe, ditch, swale, etc.) plus

\$100.00 for each additional 100 lineal feet of conveyance system or fraction thereof

17. Tree permit

The fee for a tree permit shall be set forth in LMC 21.08.050.

18. Sensitive areas permit

The fee for a sensitive areas permit shall be as follows:

\$150.00 for an application where no mitigation plan is required by LMC 17.10.

\$350.00 for an application where a mitigation plan is required by LMC 17.10.

plus any costs accrued by the city for expert consultants necessary to review such applications

19. Grading permit

The fee for a grading permit shall include a \$100.00 application fee plus any fees required by Title 16 or the Uniform Building Code.

20. Right of Way Vacation

The fee for a right of way vacation is set forth in 12.16.

21. Grease Interceptor Permit

The fee for a grease interceptor permit shall be \$75.00 per installation.

22. Sewer Lateral Permit

The fee for a sewer lateral permit shall be \$150.00 for the first 100 lineal feet of lateral plus \$100.00 for each additional 100 lineal feet of lateral or fraction thereof.

23. Private Water Service Permit

The fee for a private water service permit for the repair or installation of water lines between the meter and building shall be \$75.00 per installation.

24. Land Clearing Permit

The fee for a land clearing permit shall be \$100.00 for the first acre of clearing plus \$50.00 for each additional acre or fraction thereof. There shall be no permit fee required for clearing less than one-eighth (1/8) acre.

25. Water Main Connection Permit

The fee for a water main connection permit shall be \$300.00.

26. Fire Hydrant Inspection Permit

The fee for a fire hydrant inspection permit shall be \$100.00 per hydrant.

Section 3. Amendment. Section 2.44.080 of the Lynnwood Municipal Code and Ordinance 2072 are amended to read as follows:

2.44.080 APPLICATION SUBMITTAL REQUIREMENTS

A. Complete Application.

Prior to approval of any of the permits listed in LMC 2.44.040, the applicant must submit a complete application.

B. Basic Permit Plan Requirements.

The applications for the permits listed in LMC 2.44.040 shall include the following basic submittal requirements unless specifically waived by the Director or by subsequent sections:

1. One copy of a completed application form, as supplied by the City.
2. Four sets of plans including the following basic information:
 - a) Name of Development on each sheet;
 - b) Names, addresses and phone numbers of owners and/or applicants;
 - c) Drafting that is legible and reproducible;
 - d) A vicinity map;
 - e) A north arrow;
 - f) A legal description of the parcels;
 - g) The datum and location of the City benchmark used;
 - h) The engineering scale used (1" = 100' max.);
 - i) The locations of any existing or proposed structures or improvements;
 - j) 2-foot contours over the site and the first floor elevations of all existing and proposed structures on the site;
 - k) The location and names or numbers of all adjacent public rights-of-way and/or public or private easements on the property;
 - l) The location of any above ground stormwater conveyance systems such as swales and ditches that are adjacent to the proposal;
 - m) The location of any below ground stormwater conveyance systems such as pipes and vaults that are adjacent to the proposal;
 - n) The dimensions of the site;
 - o) the locations of any other features on the site that affect the proposal;
 - p) Standard notes and details per City of Lynnwood standards;
 - q) A sequence of construction activities for the project.
3. Four sets of plans including the following temporary erosion control features as required by LMC 13.40.070.E.2:
 - a) Locations of all rip rap or rock lined channels, ditches, outfalls, etc.;

- b) Filter fence locations and details;
 - c) Temporary silt pond locations and details;
 - d) Rock check dam locations and details;
 - e) Temporary piping for steep slopes;
 - f) Vegetation matting locations, details and specifications;
 - g) Limits of clearing and grading activities;
4. A list of all other permits and dates applied for.
 5. The posting of all guarantee sureties as required.

C. Weekend Work Approval Application Requirements

An application for a Weekend Work Approval shall include the following information, unless specifically waived by the Director. The Basic Plan requirements of Section B do not apply to this approval.

1. A request to work on specified Saturdays to be submitted no later than the Wednesday preceding the first requested Saturday. Each request is valid for three consecutive Saturdays.
2. Location of where work is to be performed.

D. Water Use Approval Application Requirements

An application for a Water Use Approval shall include the following information, unless specifically waived by the Director. The Basic Plan requirements of Section B do not apply to this approval.

1. A deposit as required by the Director.
2. Proof of an acceptable backflow prevention device.
3. Proof of a current City of Lynnwood business license.
4. Location of hydrant(s) to be used.
5. Times of usage.

E. Water Meter Application Requirements

An application for a water meter shall include the following information, unless specifically waived by the Director. The Basic Plan requirements of Section B do not apply to this approval.

1. A valid address for the property.

F. Water Main Permit Application Requirements

In addition to the plan submittal requirements listed in part B, an application for a water main permit shall include the following information, unless specifically waived by the Director.

1. The four sets of plans must also include specific information related to the existing and/or proposed water system as follows:
 - a) A professional engineer's stamp on all sheets;
 - b) The existing water systems on the site;

c) The proposed water system including, but not limited to, the following:

- I. Pipe lengths, types, sizes, etc.;
- II. Meter box locations and details;
- III. Fire hydrant locations and details;
- IV. The locations and details of backflow prevention devices;
- V. The locations and details of all valves, connections, anchors, etc.;

d) The locations of all building setback lines, easements and tracts;

G. Purity Test Application Requirements

An application for a purity test shall include the following information, unless specifically waived by the Director. The Basic Plan requirements of Section B do not apply to this approval.

1. The location of where test is to be performed.

H. House Moving Permit Application requirements

An application for a House Moving Permit shall include the following information in addition to the information as required in LMC 16.20.030, unless specifically waived by the Director. The Basic Plan requirements of Section B do not apply to this approval.

1. A deposit as required by the Director.
2. Proof of a current City of Lynnwood Business license.
3. Proof of a valid contractor's license.
4. A valid address for the properties where the house is originating from and where the house is to be moved.
5. Approvals from other jurisdictions.
6. Proof of completed sewer capping.

I. Side Sewer Installation Permit Application Requirements

In addition to the plan submittal requirements listed in part B, an application for a Side Sewer Installation Permit shall include the following information, unless specifically waived by the Director.

1. Payment of connection charges as required.
2. A valid address or location for the property.
3. Proof of a valid contractor's license.
4. Proof of a current City of Lynnwood business license.

J. Sewer Main Installation Permit Application Requirements

In addition to the plan submittal requirements listed in part B, an application for a Sewer Main Installation Permit shall include the following information, unless specifically waived by the Director.

1. A valid address or location for the property

2. Proof of a valid contractor's license.
3. Proof of a current City of Lynnwood business license.
4. The four sets of plans must also include specific information related to the existing and/or proposed sewer system as follows:
 - a) A professional engineer's stamp on all sheets;
 - b) The existing sewer systems on the site;
 - c) The proposed sewer systems including, but not limited to the following;
 - I. Pipe lengths, slopes, types, invert elevations, etc.;
 - II. Manhole locations and details including types, invert elevations, etc.;
 - III. Cleanout locations and details;
 - IV. Drop connection locations and details;
 - V. Backwater valve locations and details;
 - d) The location of all building setback lines, easements, and tracts;
 - e) A note on the plan requiring tracer tape or wire to be used during construction;

K. Sewer Capping Permit Application Requirements

An application for a Sewer Capping permit shall include the following information, unless specifically waived by the Director. The Basic Plan requirements of Section B do not apply to this permit.

1. Proof of City of Lynnwood business license.
2. Proof of valid contractor's license.
3. A valid address for the property.

~~L. Sewer Tapping Permit Application Requirements~~

~~In addition to the plan submittal requirements listed in part B, an application for a Sewer Tapping Permit shall include the following information, unless specifically waived by the Director.~~

- ~~1. Proof of City of Lynnwood Business license;~~
- ~~2. Proof of valid contractor's license.~~
- ~~3. A valid address or location for where the tapping is to be performed.~~

M. Private Sewer System Permit Application Requirements

In addition to the plan submittal requirements listed in part B, an application for a Private Sewer System Permit shall include the following information, unless specifically waived by the Director.

1. Proof of City of Lynnwood business license.
2. Proof of valid contractor's license.
3. Proof of Snohomish County Health District approval.
4. Location and details of proposed system.

N. Industrial Waste Limited Discharge Permit Application Requirements

An application for an Industrial Waste Limited Discharge permit shall include the following information, unless specifically waived by the Director. The Basic Plan requirements of Section B do not apply to this permit.

1. A baseline monitoring report as required by LMC 14.60.503.
2. Estimates of production, flow, and presence of regulated pollutants.
3. All other information required by state or federal requirements.

O. Industrial Waste Discharge Permit Application Requirements

An application for an Industrial Waste Discharge Permit shall include the following information, unless specifically waived by the Director. The Basic Plan requirements of Section B do not apply to this permit.

1. Identification of applicable Categorical Pretreatment Standards by the United States Environmental Protection Agency.
2. A baseline monitoring report as required by LMC 14.60.503.
3. Estimates of production, flow, and presence of regulated pollutants as required by LMC 14.60.503.
4. All other information required by state or federal requirements.

P. Cross Connection Control Permit Application Requirements

In addition to the plan submittal requirements listed in part B, an application for a Cross Connection Control Permit shall include the following information, unless specifically waived by the Director.

1. Location and details of existing and proposed systems.
2. A valid contractor's license.
3. A current City of Lynnwood business license.

Q. Right of Way Use Permit Application Requirements

In addition to the plan submittal requirements listed in part B, an application for a Right of Way Use Permit shall include the following information, unless specifically waived by the Director.

1. Proof of City of Lynnwood business license.
2. Proof of valid contractor's license.
3. An approved traffic control plan.
4. A guarantee or bond in the amount of 150% of the right of way improvement costs.
5. The four sets of plans must also include specific information related to the existing and/or proposed improvements as follows:
 - a) A professional engineer's stamp on all sheets;
 - b) The location of existing road right of way, pavement, shoulders, curbs, roadside features, etc.;
 - c) The location of all proposed features including, but not limited to, the following:

- I. Handicap ramp locations and details;
 - II. Mailbox locations and details;
 - III. Grading contours and/or catch slopes;
 - IV. All proposed roadway centerline profiles;
 - V. Roadway sections showing proposed widths, and surfacing depths including the driving surfaces and sidewalks;
 - VI. The location and details of roadway signs;
 - VII. The location and details of proposed roadway cuts;
 - VIII. All required traffic striping, signing and signalization;
 - IX. Sidewalk locations and details;
 - X. Survey monumentation of the proposed centerline;
 - XI. Right of way radii and pavement radii in turnarounds;
- d) Details on the repair of any damaged or reconstructed pavement;
 - e) Details of all proposed driveways;
 - f) Curblines spot elevations at all intersections.
- 6. If any open cuts in existing rights of way are proposed, the applicant must submit all information as required by LMC 12.04.080.
 - 7. If the barricading of any rights of way is proposed, the applicant must supply information as required by LMC 12.04.220.

R. Road Improvement Permit Application Requirements

In addition to the plan submittal requirements listed in part B, an application for a Right of Way Use Permit shall include the following information, unless specifically waived by the Director.

- 1. An approved traffic control plan.
- 2. A guarantee or bond in the amount of 150% of the right of way improvement costs.
- 3. The four sets of plans must also include specific information related to the existing and/or proposed street system as follows:
 - a) A professional engineer's stamp on all sheets;
 - b) The postmaster's approval stamp for all new mailbox installations serving greater than 10 lots;
 - c) The location of existing road right of way, pavement, shoulders, curbs, roadside features, etc.;
 - d) The location of all proposed features including, but not limited to, the following:
 - I. Handicap ramp locations and details;
 - II. Mailbox locations and details;
 - III. Grading contours and/or catch slopes;

- IV. All proposed roadway centerline profiles;
- V. Roadway sections showing proposed widths and surfacing depths including the driving surfaces and sidewalks;
- VI. The location and details of roadway signs;
- VII. The location and details of proposed roadway cuts;
- VIII. All required traffic striping, signing and signalization;
- IX. Sidewalk locations and details;
- X. Survey monumentation of the proposed centerline;
- XI. Right of way radii and pavement radii in turnarounds;
- e) Details on the repair of any damaged or reconstructed pavement;
- f) A note on the plan requiring a traffic control plan to be submitted prior to construction;
- g) Details of all proposed driveways;
- h) Curblines spot elevations at all intersections.

S. Storm Drainage Permit Application Requirements

In addition to the plan submittal requirements listed in part B, an application for a Storm Drainage Permit shall include the following information, unless specifically waived by the Director.

- 1. Proof of City of Lynnwood business license.
- 2. Proof of valid contractor's license.
- 3. The four sets of plans must also include specific information related to the existing and/or proposed storm drainage system as follows:
 - a) A professional engineer's stamp on all sheets;
 - b) The existing stormwater systems on the site as required by LMC 13.40.050.B1;
 - c) The locations of all proposed features including, but not limited to, the following:
 - I. Grading contours and/or catch lines as required by LMC 13.40.050.B1;
 - II. Pipe lengths, slopes, types, invert elevations, sizes, etc.;
 - III. Trashrack locations and details;
 - IV. Energy dissipation features;
 - V. Private site connections, including residential lot stubs;
 - VI. Catch basin and manhole locations and details including types, grate and invert elevations;
 - VII. Stormwater storage control structures locations and details;
 - VIII. Swales, ditches and ponds locations and details;
 - IX. Typical section for swales, ditches and ponds as required by LMC 13.40.070.A1;

- X. Access to facilities locations and details;
 - XI. An emergency spillway for the stormwater retention/detention pond as required by LMC 13.40.070;
 - XII. Floodplain locations;
 - d) Notes and details showing pipe bedding;
 - e) The locations of all building setback lines, easements and tracts;
 - f) The location of any public parking used as retention/detention areas as allowed by LMC 13.40.070.A2;
 - g) A note on the plan requiring tracer tape or wire to be used during construction;
 - h) the identification of existing and proposed impervious surfaces as required by LMC 13.40.050.
4. Four copies of studies, performed by a qualified professional, that provide specific information related to the existing and/or proposed storm drainage system as follows:
 - a) Structural design calculations for vaults;
 - b) A description of the existing and proposed storm systems on the site as required by LMC 13.40.050.B2;
 - c) A downstream description as required by LMC 13.40.050;
 - d) Onsite and offsite basin maps as required by LMC 13.40.050.B2;
 - e) The quantification of offsite and onsite flows for the pre-developed and developed site conditions as required by 13.40.050.B2;
 - f) Calculations for proposed water quality features;
 - g) Calculations for retention/detention facilities as required by LMC 13.40.070.A2;
 - h) Calculations of orifice and/or weir sizing for control structures;
 - i) Calculation of emergency overflow spillway configuration as required by LMC 13.40.070.A2;
 - j) Calculations of all conveyance systems capacities and velocities;
 - k) Calculations of floodplain elevations;
 5. The identification of any exemptions requested and the inclusion of all contents required by LMC 13.40.040.D.
 6. The identification of any variances requested and the inclusion of all contents required by LMC 13.40.070.C.
 7. The posting of all sureties required by LMC 13.40.100.

T. Tree Permit Application Requirements

In addition to the plan submittal requirements listed in part B, an application for a Tree Permit shall include the following information, unless specifically waived by the Director.

1. A plan showing the locations, sizes and types of all trees on the site and the identification of trees to be removed and/or areas to be cleared.
2. The percentage of trees to be removed on the site.
3. A guarantee or bond as required.
4. Status of applicant with respect to the land.
5. Written consent of the owner, if applicant is not the owner.
6. Name of person preparing any map, drawing, or diagram submitted with the application.
7. Diagram of the parcel of land, specifically designating the area or areas of proposed tree removal and/or clearing and the proposed use of such areas.
8. Designation of all diseased or damaged trees.
9. Designation of any trees endangering any roadway, pavement, or utility line.
10. Any proposed grade changes that might adversely affect or endanger any trees on the site and specifications of how to maintain them.
11. Purpose of tree removal (construction, street or roadway, driveway, recreation area, patio, parking lot, etc.).
12. All materials to be planted with an indication of size, species, and methods of planting.
13. Methods to be used to preserve all remaining trees and their root systems and the means of providing water and nutrients to their root systems.

U. Sensitive Areas Permit Application Requirements

In addition to the plan submittal requirements listed in part B, an application for a Sensitive Areas Permit shall include the following information, unless specifically waived by the director.

1. The four sets of plans must also include specific information related to the existing and/or proposed sensitive areas as follows:
 - a) The locations (survey specific), type (e.g. wetlands, streams, areas of potential geologic instability), and categories of all existing and proposed Environmentally Sensitive Areas on the site;
 - b) The locations (survey specific) and widths of all existing and proposed sensitive area buffers on the site;
 - c) The locations (survey specific) of any Native Growth Protection Easements as required by this chapter;
 - d) The locations (survey specific) of any building setback lines as required by LMC 17.10;
 - e) The locations and type of erosion and sediment control devices necessary to protect the sensitive areas, in addition to those devices required by other Chapters of the Lynnwood Municipal Code;
 - f) The location of any existing or proposed trees adjacent to or contained within the sensitive areas;
 - g) Provisions for the protection of any existing or proposed trees during construction activities (i.e. protection fences at dripline);

- h) The locations and lengths of all existing and proposed culverts on the site as allowed by 17.10.073;
 - i) The locations and details of all sensitive area fencing, signing, easements or tracts, and/or monumentation as required by this chapter;
2. Four copies of studies, performed by a qualified professional, that provide specific information related to the existing and/or proposed sensitive areas as follows:
- a) A delineation and rating of all sensitive areas on the site as required by this chapter;
 - b) A functions and values assessment of sensitive areas as required by this chapter;
 - c) The identification of all buffer widths proposed to be less than the standard widths as allowed by this chapter including all supporting documentation required for buffer reduction;
 - d) The identification of all buffer width averaging proposed as allowed by this chapter including all supporting documentation required for averaging;
 - e) A mitigation and/or enhancement plan prepared by a qualified professional as required by this chapter including but not limited to, the identification of compensation ratios for any alteration of sensitive areas, monitoring plan, contingency plan, assurance devices proposed, and construction techniques to be used;
 - f) A wildlife habitat assessment as required by LMC17.10.082;
 - g) A geotechnical report per LMC 17.10.087 and 088 if alteration of an area of potential geologic instability is proposed;
 - h) The identification of contributing stormwater flows to the sensitive areas, including the location of onsite and offsite contributing basins;
 - i) A sequence describing the steps and order of all activities required to complete the construction application;
 - j) If Special Studies as outlined in LMC 17.10.045.B.A are required, the study shall contain, but not be limited to:
 - I. the description of the impacts to any Sensitive Areas which are present on or adjoining the property for the permitted activity
 - II. a description of any plans for alteration or modification of the sensitive areas;
 - III. recommendations for avoiding or mitigating any identified impacts
3. The identification of any reasonable use exceptions requested and the inclusion of all contents required by LMC 17.10.049.
4. Density bonus calculations per LMC 17.10.100.
5. The identification of any exceptions requested and the inclusion of all contents required by LMC 17.10.105.
6. The identification of any illegal alterations to sensitive areas per LMC 17.10.120.
7. The payment of any outstanding fines resulting from enforcement activities relating to violations of this chapter.
8. Any other information as specified by other sections of this chapter.

9. If plans submitted as a portion of a Sensitive Areas Permit application include improvements that are regulated by other section of the LMC (e.g. clearing and grading, storm drainage, water, sewer, streets) then the plans must also meet the submittal requirements of those sections.

V. Grading Permit Application Requirements

In addition to the plan submittal requirements listed in part B, an application for a Grading Permit shall include the following information, unless specifically waived by the Director.

1. Existing and proposed contours on the site.
2. Locations and details of any proposed retaining or facing structures.

W. Right of Way Vacation Application Requirements

In addition to the plan submittal requirements listed in part B, an application for a right of way vacation shall include the following information, unless specifically waived by the Director.

1. A petition as described in LMC 12.16.020.
2. All required fees and other information as stipulated in Chapter 12.16 LMC.

X. Grease Interceptor Permit Application Requirements

In addition to the plan submittal requirements listed in part B, an application for a grease interceptor permit shall include the following information, unless specifically waived by the Director.

1. A valid address or location for the property
2. Proof of a valid contractor's license.
3. Proof of a current City of Lynnwood business license.
4. The four sets of plans must also include specific information related to the existing and/or proposed sewer system as follows:
 - a) The existing sewer systems on the site;
 - b) The proposed sewer systems including, but not limited to the following;
 - I. Pipe lengths, slopes, types, invert elevations, etc.;
 - II. Manhole locations and details including types, invert elevations, etc.;
 - III. Cleanout locations and details;
 - IV. Grease interceptor notes and details;
 - c) The location of all building setback lines, easements, and tracts;

Y. Sewer Lateral Permit Application Requirements

In addition to the plan submittal requirements listed in part B, an application for a Sewer Lateral Permit shall include the following information, unless specifically waived by the Director.

1. A valid address or location for the property.
2. Proof of a valid contractor's license.
3. Lateral size, type, slope, location, etc.

4. Proof of a current City of Lynnwood business license.

Z. Private Water Service Permit Application Requirements

In addition to the plan submittal requirements listed in part B, an application for a Private Water Service Permit shall include the following information, unless specifically waived by the Director.

1. A valid address for the property.
2. Service size, type, slope, location, etc.

AA. Land Clearing Permit Application Requirements

In addition to the plan submittal requirements listed in part B, an application for a Land Clearing Permit shall include the following information, unless specifically waived by the Director.

1. Type of vegetation to be cleared.
2. Method of disposal.

BB. Water Main Connection Permit Application Requirements

In addition to the plan submittal requirements listed in part B, an application for a Water Main Connection Permit shall include the following information, unless specifically waived by the Director.

1. Proof of City of Lynnwood Business license;
2. Proof of valid contractor's license.
3. A valid address or location for where the connection is to be performed.
4. Size and type of mains.

CC. Fire Hydrant Inspection Permit Application Requirements

In addition to the plan submittal requirements listed in part B, an application for a Fire Hydrant Inspection Permit shall include the following information, unless specifically waived by the Director.

1. Proof of City of Lynnwood Business license;
2. Proof of valid contractor's license.
3. Detail of hydrants.

Section 4. Amendment. Section 12.04.040 of the Lynnwood Municipal Code and Ordinance 462 are amended to read as follows:

12.04.040 FILING FEE PERMIT REQUIRED

~~Fees for Permits for the construction, excavations, or other invasions within City right-of-way shall be based on the location and lineal feet of the construction as delineated on the plan and profile and shall be payable to the City prior to issuance of the permit. A twenty dollar filing fee for the first one hundred feet and ten dollars for each additional one hundred feet shall be assessed at the time of application submitted to the Department of Public Works for processing as required by LMC 2.44.040.~~

Section 5. Amendment. Section 13.12.010 of the Lynnwood Municipal Code and Ordinances 2076, 780, and 416 are amended to read as follows:

13.12.010 APPLICATION FOR INSTALLATION OF SERVICE LINE

- A. A person desiring the installation of a water service line to a building or property shall submit a signed water meter application therefor upon a form provided by the utility Public Works Department and ~~at the time of submitting his application pay a fee according to the schedule of fees in Section 13.12.020 as required by LMC 2.44.040.~~ Application and fee must be submitted at least thirty (30) days before the applicant's requested completion date for ~~five eighths inch (5/8") and three fourth inch (3/4")~~ meters. ~~The water meter application shall be submitted to the Department of Public Works for processing as required by LMC 2.44.040.~~
- B. The installation of any water service line is dependent on the available water distribution facilities and the utility is not required to ~~install a water service line~~ have service available in areas not served by the existing water distribution system or where the system is inadequate to handle the increased demand that would result from the applicant's proposed use.

Section 6. New Section. A new Section 13.12.012 of the Lynnwood Municipal Code is hereby added to read as follows:

13.12.012 PERMIT TO BE OBTAINED FOR INSTALLATION OF PRIVATE WATER SERVICE

A permit application for the installation or repair of a water line between the meter and building shall be submitted to the Department of Public Works for processing as required by LMC 2.44.040.

Section 7. Amendment. Section 13.12.020 of the Lynnwood Municipal Code and Ordinances 1631, 1505, 1222, 1193, 800, 780, and 416 are amended to read as follows:

13.12.020 FEES INSTALLATION OF METERS AND CONNECTION PERMIT REQUIRED

- A. ~~The fee required by Section 13.12.010 shall be as follows:~~ City Installation:

Domestic Water — 3/4" meter:	\$400.00
1" meter:	600.00
All meters larger than 1"	All costs of making the connection, plus fifteen per cent.

~~For meters larger than 1 inch the applicant shall pay to the water utility, before work is commenced on such service, an amount equal to the estimated cost plus fifteen per cent (15%), as determined by the water utility, for the installation of the service. The work shall then be performed by the water utility who shall maintain a record of the actual costs of all labor, material and equipment rental required to complete the work. Upon completion of the installation, if the amount paid to the water utility by the applicant is not sufficient to pay for the cost of doing the work plus fifteen per cent (15%), the applicant shall pay the difference between the actual cost plus fifteen per cent (15%) and the amount of the estimate previously paid to the water utility. If the actual cost plus fifteen per cent (15%) for making the installation is less than the estimate previously paid, the water utility shall refund the difference to the applicant. The city may elect to install meters up to 2 inches in size.~~

- B. Installation by developer: When it is determined by the Director of Public Works that placement of the water meter would best be served a site or facility by installation ~~on private property~~ by the developer, the ~~customer~~ developer shall assume the cost of installing the meter and appurtenance. ~~To assure quality and compatibility of the meter and appurtenances, the customer will pay to the water utility an amount equal to the estimated cost, plus fifteen per cent (15%), as determined by the water utility. Upon payment, the Water Utility will deliver to the facility or site, the meter and appurtenances as pre-arranged or within two weeks.~~

C. WATER MAIN TAPPING CHARGES CONNECTION PERMIT REQUIRED

~~Personnel from the water utility of the City of Lynnwood will make taps to existing water mains in the Lynnwood water system and perform all labor and work incident thereto unless approval is received from the Director of Public Works for a tap or labor to be performed by others; however, personnel from the water utility shall monitor, inspect and approve of said tap. For the cost of making the tap, the applicant shall pay to the water utility before work is commenced on such tap an amount equal to~~

the estimated cost plus fifteen per cent (15%), as determined by the water utility, for the installation of the tap. The work shall then be performed by the water utility who shall maintain a record of the actual costs of all labor, material, and equipment rental required to complete the work. Upon completion of the installation, if the amount paid to the water utility by the applicant is not sufficient to pay for the cost of doing the work plus fifteen per cent (15%), the applicant shall pay the difference between the actual cost plus fifteen per cent and the estimated amount previously paid to the water utility. If the actual cost plus fifteen per cent (15%) for making the installation is less than the estimate previously paid, the water utility shall refund the difference to the applicant. If it is necessary for a developer to tap into a city-owned main, then a permit for a water main connection shall be submitted to the Department of Public Works for processing as required by LMC 2.44.040.

Section 8. Amendment. Section 13.12.030 of the Lynnwood Municipal Code and Ordinances 1631, 780, and 416 are amended to read as follows:

13.12.030 INSTALLATION AND MAINTENANCE

Upon approval of the application by the water utility and payment of the fee and upon installation of meters, the water utility will ~~install and~~ maintain the connection on the water main in a right-of-way or easement and will ~~install and~~ maintain the service line from this connection up to and including a stop cock at the point of delivery. ~~Any service line longer than thirty feet (30') must be installed and paid for by the customer at actual cost plus fifteen percent (15%) for the distance in excess of thirty feet (30').~~ The utility may also ~~install and~~ maintain a water meter at the point of delivery or at a location provided by the customer and satisfactory to the water utility on or within the customer's premises. When the water meter is installed on private property, the customer will be responsible for installing the appurtenances required for meter installation.

When the City agrees to supply materials for installation, these appurtenances will be delivered by the water utility to the facility or site after payment as set forth in Section ~~13.12.020~~ 2.44.070 of this Code and after the developer pays the cost of such appurtenances. The meter location must be unobstructed and readily accessible, as determined by the water utility.

Section 9. New Section. A new Section 13.12.035 of the Lynnwood Municipal Code is hereby added to read as follows:

13.12.035 PERMIT TO BE OBTAINED FOR FIRE HYDRANT INSPECTION

A permit application for the inspection of any fire hydrant installation shall be submitted to the Department of Public Works for processing as required by LMC 2.44.040.

Section 10. Amendment. Section 13.20.040 of the Lynnwood Municipal Code and Ordinances 2076, 1631, 1543, 1505, 1222, 780, and 416 are amended to read as follows:

13.20.040 HYDRANT RATES

~~The charge for metered water through hydrants shall be one dollar and twenty-five cents (\$1.25) per one hundred cubic feet and one dollar and forty-five cents (\$1.45) per one thousand (1,000) gallons tank measure; however, for construction uses in trench stabilization of utilities being constructed, the rate shall be fifty dollars and ten cents (\$50.10) per each one thousand (1,000) feet of trench. The minimum charge for water hydrant rates shall be thirty-five dollars (\$35.00). A water use permit shall be required for all uses as stated above with a minimum charge of thirty-five dollars (\$35.00) per permit and a two hundred dollar (\$200.00) deposit. Water use permits shall be issued for a calendar year and will expire on December 31. A permit for water use approval is required to take water from the city-owned water system.~~ There shall be levied a charge of two hundred dollars (\$200.00) against each person, firm or corporation who shall take water from any water line, reservoir, fire hydrant, standpipe, blow-off pipe or any facility of the City of Lynnwood without the City's consent and without first having obtained a permit to take such water. Such sum shall be due and payable immediately upon the taking of such water. The Water Use Approval shall be submitted to the Department of Public Works for processing as required by LMC 2.44.040.

Section 11. Amendment. Section 13.20.070 of the Lynnwood Municipal Code and Ordinances 2076, 1631, and 925 are amended to read as follows:

13.20.070 PURITY TESTS –FEES APPLICATION

Purity tests shall be administered by agents of the City of Lynnwood to determine the purity of water in accordance with the Pure Water Drinking Act. ~~There shall be a minimum fee of seven dollars (\$7.00) for each purity test administered; provided, that one test of purity on any main extension will be made without charge so long as the test can be made in coordination with a routine group of purity tests.~~ Applications for purity tests shall be submitted to the Department of Public Works for processing as required by LMC 2.44.040.

Section 12. New Section. A new Section 13.40.065 of the Lynnwood Municipal Code is hereby added to read as follows:

13.40.065 PERMIT TO BE OBTAINED FOR LAND CLEARING

Because of potential impacts to surface water systems, a permit application for any land clearing in excess of one-eighth (1/8) acre shall be submitted to the Department of Public Works for processing as required by LMC 2.44.040.

Section 13. Amendment. Section 14.16.022 of the Lynnwood Municipal Code and Ordinances 2076 and 1706 are amended to read as follows:

14.16.022 PERMIT FOR INSTALLATION

A permit for the installation of a side sewer shall be obtained from the Director, ~~the fee for such permit shall be forty dollars.~~ If a service lateral is not available at the property line, the owner shall install at his own expense a service lateral. A permit shall be obtained from the Director for such service lateral, ~~the fee for which shall be forty dollars.~~ Application for said permits shall be made upon forms supplied by the City in such detail as may be required by the Director, and shall be processed by the Department of Public Works as required by LMC 2.44.040. The permit card issued must be posted in some conspicuous place at or near the site of the work at all times during the performance of the work and until completion and approval of the work by the Director. No permit shall be issued until the connection charge set forth in Chapter 14.50 has been paid to the City.

Section 14. Repealer. Section 14.40.070 of the Lynnwood Municipal Code is hereby repealed in its entirety.

14.40.070 –SEWER TAPPING CHARGES

~~When a tee or wye branch is not available at the main, the City shall provide a connection point at the owner's expense at a charge of four hundred dollars to be paid in advance. The owner shall apply for a Sewer Tapping permit. The Sewer Tapping Permit application shall be submitted to the Department of Public Works for processing as required by LMC 2.44.040.~~

Section 15. Amendment. Section 14.44.040 of the Lynnwood Municipal Code and Ordinances 2076, 781 and 147 are amended to read as follows:

14.44.040 PERMIT TO BE OBTAINED THROUGH CONSTRUCTION

Before commencement of construction or abandonment of a private sewage disposal system, the owner, his agent, or his sewer contractor shall first obtain a written private sewer permit signed by the Director of Public Works. ~~The fee for this permit shall be fifty dollars.~~ The Private Sewer Permit application shall be submitted to the Department of Public Works for processing as required by LMC 2.44.040.

Section 16. New Section. A new Section 14.60.359 of the Lynnwood Municipal Code is hereby added to read as follows:

14.60.359 PERMIT TO BE OBTAINED FOR INSTALLATION OF GREASE INTERCEPTOR

A permit application for the installation of a grease interceptor shall be submitted to the Department of Public Works for processing as required by LMC 2.44.040.

Section 17, Amendment. Section 16.20.030 of the Lynnwood Municipal Code and Ordinances 1676, 1539 and 711 are amended to read as follows:

16.20.030 REQUIREMENTS FOR HOUSE MOVING PERMIT

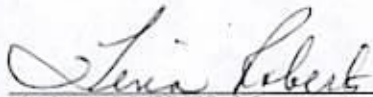
No building shall be moved over, along or across any street, alley or public property without first obtaining a permit to do so from the Director of Public Works, ~~the fee for which will be \$25.00.~~
Applicants for permits shall comply with the following:

- A. A written application for each permit shall be filed with the Director of Public Works prior to the date on which the applicant proposes or intends to move the building or portion thereof, and the application shall include the following information:
1. Name and address of person, firm or corporation engaged to move the building;
 2. City of Lynnwood business license number, number of persons, firm or corporation engaged to move the building;
 3. Name and address of the owner of the building;
 4. Present location of the building;
 5. Proposed new location of the building;
 6. The means and manner the building is to be moved and the type of equipment used therefore;
 7. A detailed drawing showing the route over or along which the building or portion thereof is to be moved;
 8. The time that will be required to move the building, including the day and hour when any part will enter any street, alley or public property and the approximate date and hour when every part of the building will be off of public right-of-way within the City of Lynnwood;
 9. There shall be attached to the application signed statements from each person, firm or corporation owning or operating any public utility maintaining any wires, conduits, cables, poles or other appliances or appurtenances thereto, along, over or across any street, alley or public way along the route over which the building or structure is to be moved, which statement shall state that the moving of such building will not molest, damage or interfere with or interrupt the service of any such wires, conduits, cables, poles or other appliances or appurtenances, or that the applicant has made appropriate arrangements for clearing the same at the time the building is to be moved.
 10. That in consideration that the City permit the use of the public streets for the purpose of moving a building, the applicant specifically agrees to indemnify and hold the City harmless against any loss, damage, cost and/or expenses (including attorney's fees reasonably incurred), which may in any way occur against the City in consequence of granting the permit to the applicant. In the event that the applicant is a corporation, the principal shareholder and the president of the corporation shall also be required to sign such indemnity clause.
- B. All buildings or structures to be moved into, through or outside the City limits, in addition to complying with all the provisions of this chapter, shall adhere to applicable State laws.
- C. Such other information as the Director of Public Works may deem necessary.
- D. Submit a surety bond issued by a reliable surety company, authorized to do business under State laws of the State of Washington, or a cash security in the penal sum of two thousand dollars, to be kept on file by the City Clerk and to be conditioned that in the moving of the building or structure any damage to City of Lynnwood property, the Director of Public Works may demand forfeit of such bond or cash security or any amount of the bond to cover costs of repairs.

Section 18. Severability. If any section, subsection, sentence, clause, phrase or word of this ordinance should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality thereof shall not affect the validity or constitutionality of any other section, subsection, sentence, clause, phrase or word of this ordinance.

Section 19. Effective Date. This ordinance shall take effect and be in force five (5) days after its passage, approval, and publication.

PASSED THIS 26th day of April, 1999, and signed in authentication of its passage this 27th day of April, 19 99.



TINA ROBERTS, Mayor



MICHAEL E. BAILEY, Finance Director

APPROVED AS TO FORM:

John P. Watts, City Attorney