
CED Committee Members:

Chair – Anthony Wright
Chance La Fleur
Beau Chevassus

Support Staff:

Chris Pasinetti, CD Director
Chris Searcy, City Administrator

AGENDA

COMMUNITY & ECONOMIC DEVELOPMENT (CED) COMMITTEE

CITY OF ENUMCLAW – STEVENSON-YERXA

Monday, November 28, 2022

*******4:30PM*******

I. NEW BUSINESS

- A. Thursday, November 14, 2022 CED Meeting Summary
- B. Right-of-way use/Sidewalk Café Permits
- C. Impact Fees - Discussion

II. ADJOURNMENT

Next Scheduled Meeting: December 5*, 2022 --- 4:30 p.m

** Next Regular Scheduled Planning Commission Meeting: February 22, 2001

CSD Committee Members:
Chair – Anthony Wright
Chance La Fleur
Beau Chevassus

Support Staff:
Chris Pasinetti, CD Director
Chris Searcy, City Administrator

CED SUMMARY

COMMUNITY & ECONOMIC DEVELOPMENT (CED) COMMITTEE

CITY OF ENUMCLAW – STEVENSON-YERXA

Monday, November 14, 2022

******* 4:30 p.m. *******

THE MEETING BEGAN AT 4:31 PM AND ENDED AT 5:05 PM COUNCILMEMBERS WRIGHT, CHEVASSUS AND LA FLEUR PRESENT AS WELL AS STAFF MEMBER CHRIS PASINETTI.

I. NEW BUSINESS

- A. Meeting summary from October 20, 2022 was approved.
- B. Ordinance No. 2743, 2022 Comprehensive Plan Amendments. Pasinetti gave an overview of the proposed amendments to the years comprehensive plan. Amendments include normal routine amendments made by the school district, parks department, the six-year TIP and amendments to the city's stormwater comprehensive plan. Councilmember Wright and Chevassus asked questions regard the school district capital plan. Pasinetti stated that impact fees, bonds, etc are not specifically an endorsement by adopting the plan. The plan allows the city to collect impact fees on behalf of the district.
- C. Impact Fees. Pasinetti gave a very brief introduction regarding impact fees and specifically the impact fee request from the Enumclaw School District. Pasinetti stated that the district has requested the city amend the school impact fee and this is a discussion that staff will likely bring forward to the city council early next year.
- D. Point and Pay. Pasinetti outlined the departments plan for allowing and facilitating online payment portal. The portal will give the city ability to accept payments for permits online. The department has a payment/application page ready and the Point and Pay system is needed. The contract passes the fees onto the customers, which will likely require the city to amend the fee resolution moving forward. Staff wanted to highlight this fact to the council as this is not how the card charges are currently. CED committee did not have any problems with staff pursuing the contract and having an online payment method that passes fees along to the customers. Pasinetti stated that a revised fee resolution will likely come to the full council next year.
- E. Addressing for Mnt. Villa Mobile Home Park. Pasinetti gave an overview of our past needs to change certain addresses within the city. Specifically, within many of the mobile/manufactured homes parks within the city. Throughout 2022 the CD Department changed addresses within the city that caused errors in the city Computer Aided Dispatch System. Mnt Villa Mobile Home Park has been reviewed and it was determined that several addresses at the site will need to be changed to ensure that the addresses will not cause errors. Council committee discussed the address changes and agreed with staff that the changes should be made. Pasinetti stated that staff will send letters to the owners informing them of the changes in January after the holidays.

II. AJOURNMENT

5:05 pm



STAFF REPORT

DEPARTMENT OF COMMUNITY DEVELOPMENT

TO: Community and Economic Development Committee (CED)
FROM: Chris Pasinetti, Community Development Director
DATE: November 28, 2022
SUBJECT: Right-of-way Use and Sidewalk Café Permits

REQUEST: Should the city raise the fees for right-of-way (ROW) use/Sidewalk Café Permits within the city.

BACKGROUND: Prior to the COVID-19 pandemic the city permitted sidewalk cafes within the city. A sidewalk cafe is when a restaurant or business places out chairs/tables for diners to sit outside (for the most part). These cafes are particularly popular in the summer when the weather is more favorable, but they became particularly popular during the pandemic when local restaurants were under pandemic restrictions.

REVIEW: As part of the normal Department of Revenue (DOR) Audit it was determined that the businesses that are utilizing city owned ROW for their business purposes will require the city to pay leasehold excise tax for the property they are utilizing. Leasehold excise tax is a tax on the use of public property by private party. This tax is in lieu of the property tax.

The DOR has determined that the cost owed by the city is .50 cents per square foot of property being use. Based on that, the cost to the city is approximately \$12,667.97 yearly.

Currently, the city charges \$120 for a ROW use permit and \$60 yearly renewal fee. The city has issued 10 ROW permits for sidewalk cafes (two of these are not currently in use). Two (2) more ROW permits are issued for parking used by certain businesses.

DISCUSSION: Staff would like to discuss with the council regarding these additional costs and if recouping these costs through increased permit fees are needed.

If a permit fee increase is to be contemplated, here is some additional information to consider:

1. The yearly ROW use permits are renewed each year in January. City Staff sends a courtesy renewal notice each year in October/November. For 2023, this notice has been sent to the business owner for the 2023 fiscal year this month. Many businesses have already applied and received their yearly renewal fee.
2. Each business uses a varying amount space as part of their ROW use permit or sidewalk cafe.
3. Some businesses use the ROW for parking only and not a sidewalk café.
4. Implementing a fee change would require an updated/Amended Fee Resolution.
5. Some of the businesses who use the ROW for parking are leasing up to 7,000 SF

A potential fee structure could be as follows:

0-100 sq ft \$75 additional fee

101-200 sq ft \$150 additional fee

201-300 sq ft \$225 additional fee

\$100 for each 100 sq ft thereafter

Another option is to charge .50 cents per sq ft for each individual applicant



DEPARTMENT OF COMMUNITY DEVELOPMENT

TO: Community and Economic Development Committee
FROM: Chris Pasinetti, Community Development Director
DATE: For the November 28, 2022
SUBJECT: School Impact Fee(s)

SUMMARY OF REQUEST:

Ordinance No. 2609 adopted impact fees for School and Fire District Facilities and amended the city’s Transportation Impact fee.

The Community Services and Development Committee recommended to move forward with a Public Hearing and an Ordinance to consider adopting impacts fees for Fire and Schools and amending the city’s Traffic Impact Fee pursuant to the Transportation Impact Fee Update Study dated November 21, 2016.

Summary of the fees are as follows:

Existing Fees (for a Single family dwelling only):

Type of Fee	School	Fire	Transportation	Park
Fee Amount Collected per lot	\$5,497	\$2,383.13	\$3,239	\$1,209

Proposed Fees* (for a Single family dwelling only):

Type of Fee	School	Fire	Transportation	Park
Fee Amount Collected per lot	\$13,210	\$2,383.13	\$3,239	\$1,209

**The proposed fees are as outlined in the adopted facilities plans. The traffic impact fees is as outline in the traffic impact fee study prepared by Transpo in for all uses.*

Type of Fee	Black Diamond	Unincorporated King County
School Impact Fees	\$13,210*	\$13,210*

*Fee proposed for 2023

BACKGROUND: The School District has requested that the city adopt impact fees to mitigate the impacts new development has on their ability to provide service(s). The School District have completed their capital plans which are the impetus for requesting an impact fee.

The School District requests the city adopt impact fees to offset impacts from new development on public facilities. The recommended impact fee amounts are derived from the School District's Capital Plan. The Capital Plan is attached.

RECOMMENDATION: The CED review and discuss the information. Staff has not prepared a Resolution to amend the impact fee at this time.