

**CITY MANAGER’S EXECUTIVE ORDER NO. 13-003
CITY OF DES MOINES**

AN EXECUTIVE ORDER OF THE CITY MANAGER OF THE CITY OF DES MOINES establishing the *City-Wide Development Incentive Program* to further the goals and objectives established by the Pacific Ridge Neighborhood Improvement Plan, the Marina District Neighborhood and North Central Neighborhood elements of the Comprehensive Plan, the City Council’s economic development goals and strategic objectives, and to provide additional incentives to encourage development throughout the City, effective **December 26, 2013**.

RECITALS

WHEREAS, DMMC 12.04.100 provides that the fee for right-of-way permits issued by the City under the authority of Chapter 12.04 DMMC shall be established by the City Manager.

WHEREAS, DMMC 14.04.160 provides that the fee for any permit issued by the City under the authority of Title 14 DMMC shall be established by the City Manager, and

WHEREAS, DMMC 16.04.260 provides that the fee for a State Environmental Policy Act (SEPA) determination issued by the City under the authority of Title 16 DMMC shall be established by the City Manager, and

WHEREAS, DMMC 17.40.010 provides that the fee for any approval issued by the City under the authority of Title 17 DMMC shall be established by the City Manager, and

WHEREAS, DMMC 18.58.050 provides that “the City Manager may adopt by executive order procedural rules for the efficient implementation of this chapter” [Chapter 18.58 DMMC – Design Review], and

WHEREAS, DMMC 18.64.050 provides that “fees for the following land use applications are established by the City Manager

- (a) Change of zone;
- (b) Unclassified use permit;
- (c) Planned unit development;
- (d) Variance;
- (e) Conditional use permit;
- (f) Comprehensive plan amendment

WHEREAS, the Des Moines City Council established “Improved economic vitality and development” as a strategic goal and “facilitate development of the Des Moines Creek Business Park” and changes to Marina District development regulations and improvements to the Downtown water system as strategic objectives to advance this strategic goal; and

WHEREAS, the City Manager by Executive Order No. 07-005, established the Pacific Ridge Redevelopment Incentive Program to further the goals and objectives established by the Pacific Ridge Neighborhood Improvement Plan effective January 1, 2008; and

WHEREAS, DMMC 18.31.010 provides that the purpose of the Pacific Ridge Zone is “to provide development regulations that will promote redevelopment of Pacific Ridge properties in order to create attractive, safe, and desirable areas to work and reside,” and

WHEREAS, Policy 11-03-02 of the Pacific Ridge Element of the Des Moines Comprehensive Plan provides that the City should “encourage increased building heights in this neighborhood to enhance land value, promote redevelopment, expand view opportunities, and to accommodate household growth targets specified by the Countywide Planning Polices for King County,” and

WHEREAS, Policy 11-03-06 of the Pacific Ridge Element of the Des Moines Comprehensive Plan provides that the City should “ensure that development requirements, land use review procedures, and mitigation measures do not unnecessarily hinder redevelopment. Utilize innovative land use review techniques/procedures to minimize timeframes and uncertainty during permit review. Examples of such techniques/procedures include: streamlined environmental review; optional DNS; impact fees, etc.” within the Pacific Ridge, and

WHEREAS, Policy 11-03-07 of the Pacific Ridge Element of the Des Moines Comprehensive Plan provides that the City should “promote redevelopment of Pacific Ridge properties to attract new or expanded businesses and commercial development to Pacific Ridge,” and

WHEREAS, DMMC 18.25.010 provides that the purpose of the Business Park Zone is, “provide areas of the city for development of compatible business, professional office, light industrial, research and development, service uses, wholesale trade, and limited retail uses,” and

WHEREAS, DMMC 18.27.010 provides that the purpose of the Downtown Commercial Zone is, “to enhance, promote, and encourage development within the marina district,” and

WHEREAS, Policy 2-03-08 of the Land Use Element of the Des Moines Comprehensive Plan provides that the City should, “promote new development and

redevelopment within the Marina District to reflect and enhance its ties to the waterfront, pedestrian orientation, and role in serving local shopping and service requirements,” and

WHEREAS, Policy 10-02-04 of the Marina District Element of the Des Moines Comprehensive Plan provides that the City should, “promote new development and redevelopment within the commercial district to reflect and enhance its ties to the waterfront, pedestrian orientation, and role in serving local shopping and service requirements,” and

WHEREAS, given the size of the large scale projects envisioned in the Pacific Ridge and Des Moines Creek Business Park and potential for such projects in the Marina District, the City will achieve an economy of scale allowing the City to recover the cost of land use and building permitting at a lower rate than needed for smaller scale projects, and

WHEREAS, encouraging development throughout the City is in the best interest of the public health, safety or welfare of the City’s citizens, **NOW THEREFORE.**

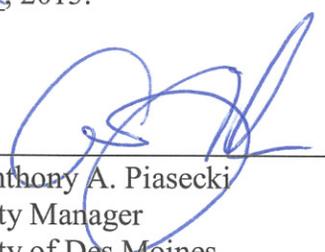
It is hereby **ORDERED** as follows:

1. The City-Wide Development Incentive Program is established.
2. The Incentive Program shall reduce fees for environmental review, subdivision, planned unit development, short subdivision and lot line adjustment, engineering plan review, building plan check and building permit, mechanical, electrical and plumbing permit, and right of way permits as follows:
 - a. By 20%, provided that the individual permit applications contain a minimum of 50,000 square feet of commercial or residential development or a combination thereof, excluding the area necessary for any required parking.
 - b. By 10%, provided that the individual permit applications contain a minimum of 25,000 square feet of commercial or residential development or a combination thereof, excluding the area necessary for any required parking.
3. The Incentive Program shall not apply to any fee established by ordinance or by another agency including transportation impact fees, park in-lieu fees, South King Fire & Rescue review fees, surface water management hookup fees, or business licenses and taxes. The Incentive Program shall also not include the cost for any third-party review.
4. The Incentive Program shall apply to the first group of tenant improvements provided that the building was constructed as a “shell building.” All future tenant improvements regardless of size shall comply with the City wide fee schedules.
5. The Incentive Program is only available to the first 3,125,000 square feet of occupiable commercial development (excluding the area necessary for any required parking) and 5,541 residential units if the project is in Pacific Ridge. Once the allotments are

exhausted this Incentive Program will cease for Pacific Ridge projects unless additional allotments are added by executive order of the City Manger.

6. The Incentive Program for the Marina District Neighborhood and the North Central Neighborhood will cease five years from the date of this Executive Order unless an extension is granted by executive order of the City Manager.
7. Fees for development activity that qualify for the Incentive Program will be assessed in accordance with the City Development Services Fee Schedule (Exhibit A), the Building Permits Fee Schedule (Exhibit B), Right-of-Way Permit Fee Schedule (Exhibit C).
8. Issuance of the Executive Order amends and supersedes Executive Order Number 10-001 regarding the City-Wide Development Incentive Program

DATED this 26th day of December, 2013.



Anthony A. Piasecki
City Manager
City of Des Moines

APPROVED AS TO FORM:



City Attorney

ATTEST:



City Clerk

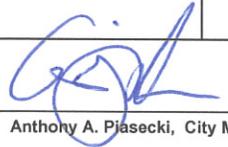
CITY OF DES MOINES
DEVELOPMENT and ENGINEERING SERVICES FEE SCHEDULE
Effective December 26, 2013

MISCELLANEOUS FEES AND SERVICES			
G.I.S. SERVICES Hourly Labor Rate \$85.00* *Materials and Copy Medium (disks, etc.) are at cost		PHOTOCOPIES - Per the Public Records Fee Schedule	
		SMALL AND LARGE DOMESTIC ANIMAL REVIEW	\$250.00
APPEALS Administrative Decisions \$800.00 Hearing Examiner Decisions \$1350.00* Court Filing Fee \$ 500.00* *plus labor cost for transcript preparation at \$70.00/hour.		LEGAL LOT OF RECORD RESEARCH AND CODE INTREPRETATIONS *plus \$55.00/hour for research in excess of 3 hours.	\$250.00*
AUTOMATION FEES Single Family Residential \$10.00 Commercial \$25.00		APPLICATION CHANGES, REVISIONS, OR RE-SUBMITTALS *Plus 10% of the original base application fee for each resubmittal, change, or revision filed. Also, extra fees only apply to applicant initiated changes or revisions or when more than 1 resubmittal is filed in response to staff comments.	\$150.00*
PRE-APPLICATION MEETINGS First or Second Meeting No Fee Each Meeting after Second Meeting \$350.00		ZONING CODE DEVIATION REQUEST* Administrative \$1,500.00 Hearing Examiner \$6,000.00 *For Modifications or Waivers specifically established by the Zoning Code Title 18 DMMC and does not include Variances and PUDs	
PLANNING AND LAND USE SERVICES			
CONDITIONAL USE PERMITS \$6,000.00		UNCLASSIFIED USE PERMITS	\$7,500.00
COMPREHENSIVE PLAN AMENDMENTS \$2,500.00		ZONE RECLASSIFICATIONS* *Reclassifications which Achieve Consistency with the Comprehensive Plan	\$8,500.00 \$1,200.00
SUBDIVISION AND LAND ALTERATION SERVICES			
LOT LINE ADJUSTMENTS Lot Consolidations \$1,300.00 Encroachment Resolution/Minor \$2,200.00 Reorientations/Other \$3,450.00		PLANNED UNIT DEVELOPMENTS (PUD'S) Preliminary \$8,500.00* *+ \$.10/ sq.ft. of total lot area up to a maximum of 15 acres Final \$4,000.00	
SUBDIVISIONS Preliminary Plats \$8,500.00 Final Plats \$4,000.00		MODIFIED SUBDIVISIONS Preliminary \$8,500.00* *+ \$.10/ sq.ft. of total lot area up to a maximum of 15 acres Final \$4,000.00	
SHORT SUBDIVISIONS Preliminary Short Plats \$5,850.00 Final Short Plats \$1,750.00		BINDING SITE PLANS Preliminary \$8,500.00* *+ \$.10/ sq.ft. of total lot area up to a maximum of 15 acres Final \$4,000.00	
MODIFIED SHORT SUBDIVISIONS Preliminary \$8,500.00* *+ \$.10/ sq.ft. of total lot area up to a maximum of 15 acres Final \$4000.00		MASTER PLAN REVIEW North Subarea \$8,500.00 South Subarea \$5,850.00	

ENVIRONMENTAL SERVICES	
ENVIRONMENTAL REVIEWS Minor Activities \$300.00* S. F. Residential (per lot) \$650.00 All Other Uses \$4500.00** *initial fee serves as a deposit with final fees determined on final billable hours @ 75/hr (excludes costs for consultants, if needed) ** + \$.35/ sq. ft. of occupiable gross floor area of building	CRITICAL AREAS REVIEWS Minor Activities \$1,050.00* Single Family Residential Development \$3,500.00 Other \$4,500.00 * initial fee serves as a deposit with final fees determined on final billable hours @\$75/hr (excludes costs for consultants, if needed)
SHORELINE PERMITS Shoreline Exemption \$175.00 Conditional Shoreline Permit or Variance \$5,500.00 Substantial Development Permit \$3,500.00	LAND CLEARING, GRADING, OR FILLING PERMITS Land Clearing Fee: For Projects Less Than 1 acre \$1,500.00 For Projects Greater Than 1 acre: \$1,500.00* * + \$114/acre (1-5 acres) and * + \$83/acre (over 5 acres) Land Grading and Filling Fee: For Projects Less Than 500 cu. yds. \$1,500.00 For Projects Greater than 500 cu. yds.: \$1,500.00* * + \$.15/ cu. yd. for volumes of 500-250,000 cu. yds. and * + \$.05/ cu. yd. for volumes over 250,000 cu. yds.
ZONING COMPLIANCE AND PLAN REVIEW SERVICES	
DESIGN REVIEWS-- Signs Non Electrical Wall Signs \$150.00 Electrical Wall and Freestanding Signs \$400.00 Temporary Banner Installation Over Street \$350.00 Temporary Banner Installation Massey Creek Park \$125.00	DESIGN REVIEWS -- New Construction/Use Single Family Residential \$750.00 Accessory Living Quarters \$950.00 All Other Uses For Projects Less Than 20,000 sq.ft. \$6,000.00 For Projects 20,001-50,000 sq.ft. \$12,000.00 For Projects Greater Than 50,000 sq.ft. \$12,000.00* [* + \$75/hr for staff review time above 160 hours] [all sq. ft. is based on occupiable gross floor area of building]
VARIANCES Single Family Residential \$3,500.00 Other \$5,500.00	Telecommunication Co-Location \$2,000.00
ENGINEERING SERVICES	
ENGINEERING PLAN REVIEW Preliminary Plan Review * * Fees for review of preliminary plans (~30%) are included in the Land Final/Civil Plan Review *** Single Family Residence (15% of Building Permit Fee) Multi Family Residence (35% of Building Permit Fee) Commercial (35% of Building Permit Fee) Subdivision (4 lots or less) \$2,500.00** Subdivision (5 lots to 9 lots) \$3,500.00** Subdivision (over 9 lots, not PUD) \$5,000.00** Planned Unit Developments (PUD's) \$5,000.00** ** + \$100 per lot + Third party review costs if required. *** Plus 10% of the original base application fee for each resubmittal, change, or revision filed. Also, extra fees only apply to applicant initiated changes or revisions or when more than 1 resubmittal is filed in response to staff comments.	RIGHT-OF-WAY USE PERMITS * * All permits require \$1,000 minimum cash bond or bonding at 150% of project Type A, B, or D ** \$270.00 Type C-1 *** \$540.00 Type C-2 **** \$405.00 Type C-3 ** \$270.00 ** + \$135 hourly fee for time over 2 hours *** + \$135 hourly fee for time over 4 hours + 3% of construction cost if value is greater than \$5,000 **** + \$135 hourly fee for time over 3 hours
DEVIATION REQUESTS Initial Request \$1,200.00* Request for Re-Examination \$1,200.00* * + Third party review cost if required.	STREET/ALLEY VACATION PETITION \$5,000.00 VEHICULAR ACCESS GATE PERMIT Single Family Residence \$540.00 Multi-family, Multi-Parcel, Commercial \$2,160.00 TRAFFIC IMPACT FEES * \$2,854.47** * Per new PM peak hour trip. Refer to DMMC 12.56 for more information. ** Traffic Impact Fees are updated annually in March based on the construction cost index for the Seattle area as reported in the Engineering News Record.

SURFACE WATER MANAGEMENT	
Development Fee	\$1,040.83*
Service Fee	\$12.93**
<p>* Per Equivalent Billing Unit (2,400 square feet) of new impervious area. Updated annually in January based on the construction cost index for the Seattle area as reported in the Engineering News Record. Refer to DMMC 11.12.030 for more information.</p> <p>** Monthly service charge applied per Equivalent Billing Unit for new development activity resulting in 500 square feet of new impervious area. Charge is made effective on the date land is cleared, graded, or modified. Adjusted annually for inflation. Refer to DMMC 11.12.020 for more information.</p>	

Effective December 26, 2013



Anthony A. Piasecki, City Manager

NOTE: FEES WITHIN THIS FEE SCHEDULE DO NOT REFLECT FEE REDUCTIONS FOR LARGE SCALE COMMERCIAL AND RESIDENTIAL DEVELOPMENT PROJECTS SET BY EXECUTIVE ORDER OF THE CITY MANAGER. SEE STAFF FOR INCENTIVE PROGRAM DETAILS.