



Napavine City Council & Staff

Shawn O'Neill, Mayor

Brian Watson, Council Position #1

Ivan Wiediger, Council Position #2

Don Webster, Council Position #3

Heather Stewart, Council Position #4

Duane Crouse, Council Position #5

Staff Members:

Rachelle Denham, City Clerk

Bryan Morris, CD / PW Director

Jim Buzzard, City Attorney

Michelle Whitten, Treasurer

John Brockmueller, Police Chief

WORKSHOP NOTICE

October 10th @ 5:00-5:15 p.m.

@ NAPA VINE CITY HALL

COUNCIL CHAMBERS

AGENDA:

- **Letters of interest received for open positions on the Revised Funtime Festival Committee.**

Letter Of Interest, respectfully prepared for:

Mayor Shawn O'Neill, The Napavine City Council, The City Of Napavine staff and employees, The Napavine Police Department, Staff and members of District 5 Emergency and Fire Services, and to the community of Napavine:

COMES NOW Justin Isom respectfully volunteering for the position of Council Member, or in the alternative President, for the yet to be created revised version of the Funtime Festival Committee. Please refer to the following, as for my reasons, visions, intentions, and concerns:

OBSERVATION

I remember what the Funtime Festival was in 1994 through 2008. I can also attest to the noticeable decline apparent in 2022 and 2023. Formerly people would attend even from other states to take in events such as the Smoke and Thunder, the street dance, and the car show, all once great and mighty. I have fond memories of events, such as the demolition, derby and seeing carnival rides and live music and the array to be seen at the parade. Recently it appears there's nothing to it anymore. My observation, having spoken with people and businesses over the last three months is that; The decline of this event is not due to lack of interest in the community. I have actually observed great interest from the community to see this event be restored to its once proud and successful stature. I have additionally observed that the now existing Napavine Funtime Festival Committee, as it exists and operates now, does not seem to be open minded to adapting to the times that we live in. It furthermore does not appear they have any interest at all in doing anything different to meet the community as it exists now. It seems to be stuck in a rut of continuing to try to do the things that they did back in 1980 something. They seem to be closed off to new ideas or influence from other people. Quite frankly; it's just not working. Furthermore, with the speed at which this community is growing, this situation needs to be fixed and fast.

MY VISION

I believe that the city of Napavine, coincidentally nestled atop of a hill, is a bright and shining star that should serve as an example for what other communities should do as to how to approach the rising population, and growth and expansion of our community. I believe that there are many people that would agree with this following statement; some of us saw mostly good times, and some of us mostly bad times growing up or residing in Napavine Washington. Some of us made bad choices. Some of us found ourselves in the throes of drug addiction. Some of us made great decisions. Some of us have seen primarily nothing but blessings and prosperity. Yet the community sought to serve all of our best interests. And the Funtime Festival should be a combination of exactly that. The Funtime Festival should be an event that unites and does not divide. The Funtime Festival could be an opportunity for people to show off their company and possibly seek job candidates. The Funtime Festival should be a place where companies can market their products. The Funtime Festival should be an opportunity for fun experiences that create lasting memories. The Funtime Festival should be a celebration and not a source of anxiety. The Funtime Festival should be a combination of ideas and opinions in the community and not a dictatorship. The Funtime Festival should be self-sufficient. The Funtime Festival should explore modern opportunities and ways to fundraise. The Funtime Festival should never be scared off or feel need to abandon its purpose or its plans because of something another community may do to challenge it. The Funtime Festival should prioritize making life in the city for children, whether they are students or athletes, BETTER, and of a higher quality. The Funtime Festival should celebrate the senior citizens in its community and their accomplishments. Growing up, it was frequent that I would be told by my grandparents whenever I would get caught doing something that I wasn't supposed to do "it takes a village" as a way to insinuate that the entire village was looking to maintain proper etiquette and behavior of its children, and that discipline would not only come from parents. But they would also say that sometimes as a way to celebrate what I did that was good and worthy of

that he seeks the praise and validation of his hard work more than he seeks to escape being yelled at. I also learned how to try to place athletes and coaches in their best possible position to succeed, and be great at what they do well. I also learned something that guides my life in a strong way to this day. I learned that yes, in the United States of America, the least of us with the slightest of opportunities can become the greatest success story. I was able to be part of the inner workings at the board level in a 501(c)(3) organization, and learn what it looks like to be a part of a 40 year plus running successful 501(c)(3) program. I built contacts in varying communities across multiple areas of interests, ranging from car clubs to different levels of racing vehicles to different sports communities to varying special interest groups that all have been able to provide resources and input as to community engagement, and that engagement to be participation and financial buy in. I learned how to delegate.

POSITION AND FIT

The purpose that I seek to serve as the council representative first is because I believe it allows me to use my skills and abilities to unite multiple parties across a common theme. I believe I would still be able to have input as to ideas to guide the Funtime Festival in a more lucrative and successful future, but also be able to adequately bridge the now existing glaring gap and or absence between the committee and the Napavine City Council, Mayor, and basically everyone except for the committee. I believe that the president is something that I could and would do and succeed at, but I also believe that the council may find that it has applicants for this position that are better rooted in the community than I am, as I did spend a significant time away from the county and there are quite frankly many people that I just don't know in the community at this point. I believe that the community very well may be more accepting of the future goals, ideas and adventures presented if it comes from somebody that they consider to be more of one of their own. I believe that serving as the council representative better enables me to see this endeavor succeed. And that's really what my goal is: the Funtime Festival to be bigger, better, grander, and more successful than it ever

has been before, so that it guides the joy and excitement of the community to levels not yet realized.

CONCLUSION

I offer this letter only with the expectation that I am offering my time and energy to the betterment of the community that has been so good to me. I do so humbly. I am honored that some felt need to reach out to me and invite me along this process. I defer to and trust in the councils' decisions. I also feel like anything more than I have currently stated is best reserved for more specific meetings appointed towards the committee and what to do with it. I have presented some ideas. I have other ideas. But I circle back to my belief that it's more than my ideas and that other people have ideas also and if the multitude of ideas can actually be heard and weighed and measured according to the communities will and goals then this will be successful.

Very Truly Yours,

Justin Isom

(360) 324-2709

Jkisom76@outlook.com

Sept. 12, 2023

To whom it may concern,

I'm submitting this letter of interest of the Treasurer position for the board of the Napavine Funtime Festival per the request of Mayor, Shawn O'Neil during the workshop meeting on Sept. 12, 2023.

I have served many non-profit sports leagues, teams and clubs as well as serving on the board of the 501c(3)Drew North Foundation. Serving these various teams, clubs and foundations has required me to spearhead many fundraising events, keeping minutes and records of financial transactions.

I own two small businesses currently. One is an apparel company and the other is an insurance agency. Both businesses continue to grow and expand.

More importantly is my willingness to volunteer and get involved at the ground level to help make the Funtime (FTF) the cornerstone of the Napavine community. I believe that community events bring a sense of community, togetherness and a sense of belonging and being a part of something bigger than each individual citizen. Along with the FTF, I would also love to be a part of the other community events such as the Santa parade and the Easter Egg Hunt.

Lastly, I feel strongly that the records of the Treasurer need to be transparent and available at any time and should have a monthly reports to the City Council. I also strongly feel that any checks written need to require dual signatures to ensure witness to expense payables.

It's time to fundraise and bring this community together for the citizens now and the generations to come.

Sincerely,

Stephanie VonMoos

360-880-4462

Napavine resident for 23 years.

From: [Harriett Morley](#)
To: [Rachelle Denham](#)
Subject: Treasurer position
Date: Saturday, September 16, 2023 4:07:04 PM

CAUTION: External Email

My name is Harriett Morley and I wish to apply for your Treasurer position.

My past experience..

State Coordinator for MDA, NALC, raised \$3,000,000.00 in 3 years. Coordinator for MDA mailroom during telethon.
for 5 years.

Coordinated, Aluminum can drive for Outreach, Methodist Church Chehalis.

Raised \$3000.00 for Food Bank at Onalaska Assembly of God, from Can donation.

Served as Treasurer for Onalaska Assembly of God for 2 years/ at which time I left the area.

Reading Buddy for Lintott, Kindergarten and Second grade for past 9years.

Hobbies, Quilt making, Oil Painting, and Paint pouring pictures.

Respectfully,

Harriett Morley

238 Harmon Road

Chehalis, WA 98532-8912



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AGENDA:

- **2024 Projected Revenues**
- **2024 Fee Schedules**

2024 Budget Revenues-

Current Expense 001 Fund

Revenues – Similar to 2023

- Slight increase to Sales and Use Tax
- Property tax kept at status quo Council has the option to increase the 1% (previous estimate was \$360,000 for the year which is split 50/50 with City Street.) Do we keep the split of 50/50 now that we have the Transportation Benefit District Tax (105 Fund) for capital projects?
- Instead of splitting up all the Business License Permits I would like to change to one line item.
- In speaking with Community Development Building permits are expected to decline with unknown large development and 20 homes. Inspection fees and development “Pass Thru” also will decline.

Park Improvement Fund 004

Revenues-

- Grant from Lewis County and RCO for Mayme Shaddock Park completed

General Capital Equipment Fund 005

Revenues-

- Grant from AOC for courtroom improvements completed

City Street Fund 101

Revenues-

- Revenues remain similar

Street Improvement Fund 105

Revenues- Increase

- TBD funds for first month of collection was over \$6,000. New revenue source for Capital Projects, with expectation of \$72,000 in 2024.
- Potential TIB Funds and/or Federal funds for Rush Rd & 2nd Ave SE

Criminal Justice Fund 110

Revenues-

- Similar to 2023

Local Recovery Fiscal Funds 115

Revenue- -0-

Project Planning 305

Revenue

- Similar to 2023

Water Fund 401

Revenue

- Water Connection Fees increase for 20 new homes
- Water Service slight increase

Water System Improvement Fund 402

Revenue

- Increase of Water Connection Fees and Water infrastructure Fee for 20 homes
- Water Comp Plan Grant \$150,000

Wastewater Fund 406

Revenue

- Increase of Sewer Connection Fees
- Increase of Wastewater Service (more homes/business)

Wastewater System Improvement Fund 408

Revenue

- Increase of Sewer Connection Fees and Wastewater Infrastructure
- Jefferson Station Improv .09 Grant \$1.7 million

Street Capital Equipment Fee 102**Sewer Capital Equipment Fee 409****Water Capital Equipment Fee 411**

These three funds are very similar to previous years in keeping the “transfers in” to build up funds for capital equipment.

2024 Estimated Revenue 10/10/2023

Account Number	Description	Budget 2022	Actual 2022	Budget 2023	Actual 10/5/2023	Budget 2024 Est.
General Fund 001						
Taxes						
General Property Taxes						
001-000-000-311-10-00-00	Property Taxes	\$180,000.00	\$172,385.68	\$180,000.00	\$104,421.14	\$187,000.00
001-000-000-311-10-01-00	Delinquent Property Taxes	\$2,000.00	\$1,785.04	\$2,000.00	\$1,348.46	\$2,000.00
Total General Property Taxes		\$182,000.00	\$174,170.72	\$182,000.00	\$105,769.60	\$189,000.00
Retail Sales and Use Taxes						
001-000-000-313-11-00-00	Sales And Use Tax	\$525,000.00	\$605,803.90	\$542,000.00	\$490,826.42	\$654,500.00
Total Retail Sales and Use Taxes		\$525,000.00	\$605,803.90	\$542,000.00	\$490,826.42	\$654,500.00
Business and Occupation Taxes						
001-000-000-316-41-00-00	Electric UT Tax	\$98,000.00	\$102,385.03	\$98,000.00	\$91,173.47	\$107,000.00
001-000-000-316-43-00-00	Utility Tax - Water Service	\$28,500.00	\$28,760.01	\$28,500.00	\$27,515.04	\$35,000.00
001-000-000-316-44-00-00	Utility Tax - Wastewater Svc	\$48,900.00	\$54,301.76	\$48,900.00	\$43,779.28	\$56,000.00
001-000-000-316-46-00-00	Cable TV UT Tax	\$3,500.00	\$4,115.63	\$3,500.00	\$3,529.52	\$4,150.00
001-000-000-316-47-00-00	Telephone UT Tax	\$28,000.00	\$19,728.73	\$28,000.00	\$15,490.30	\$20,000.00
001-000-000-316-81-00-00	Gambling Excise Tax	\$1,000.00	\$4,290.10	\$5,000.00	\$1,192.39	\$2,500.00
Total Business and Occupation Taxes		\$207,900.00	\$213,581.26	\$211,900.00	\$182,680.00	\$224,650.00
Total Taxes		\$914,900.00	\$993,555.88	\$935,900.00	\$779,276.02	\$1,068,150.00
Licenses and Permits						
001-000-000-321-10-01-00	Alcoholic Beverages Business License	\$25.00	\$50.00	\$25.00	\$0.00	\$0.00
001-000-000-321-20-00-00	Health Business Licenses	\$225.00	\$62.50	\$225.00	\$0.00	\$0.00
001-000-000-321-30-00-00	Police & Protective Business Licenses	\$25.00	\$0.00	\$25.00	\$0.00	\$0.00
001-000-000-321-60-00-00	Professional/Occupations Business Licenses	\$2,500.00	\$1,712.51	\$2,500.00	\$0.00	\$0.00
001-000-000-321-70-00-00	Amusements Business License	\$0.00	\$25.00	\$0.00	\$0.00	\$0.00
001-000-000-321-91-00-00	Franchise Fees - LeMay	\$8,500.00	\$10,403.36	\$8,500.00	\$11,405.17	\$11,500.00
001-000-000-321-91-01-00	Franchise Fee - Wave Broadband	\$3,000.00	\$2,677.46	\$3,000.00	\$3,284.67	\$3,200.00

Account Number	Description	Budget 2022	Actual 2022	Budget 2023	Actual 10/5/2023	Budget 2024 Est.
001-000-000-321-91-02-00	Franchise Fee - Lightspeed Netwo	\$360.00	\$0.00	\$360.00	\$0.00	\$360.00
001-000-000-321-91-03-00	Administrative Franchise Fees	\$0.00	\$1,000.00	\$0.00	\$0.00	\$0.00
001-000-000-321-99-00-00	Misc. Business License	\$2,125.00	\$3,416.67	\$2,500.00	\$5,120.83	\$5,500.00
001-000-000-321-99-01-00	Misc. Permits/Grading Permits	\$1,750.00	\$1,750.00	\$1,750.00	\$0.00	\$1,750.00
001-000-000-322-10-00-00	Building Permits	\$92,250.00	\$39,573.13	\$50,000.00	\$21,583.90	\$25,000.00
001-000-000-322-10-01-00	Property Improvement Permit	\$400.00	\$400.00	\$400.00	\$275.00	\$400.00
001-000-000-322-30-00-00	Animal License	\$600.00	\$588.00	\$600.00	\$1,230.00	\$1,200.00
001-000-000-322-40-00-00	Other Zoning Permits	\$2,000.00	\$3,600.00	\$2,000.00	\$1,850.00	\$2,000.00
001-000-000-322-90-00-00	Other Non-Business Licenses/Perr	\$250.00	\$118.00	\$250.00	\$210.00	\$250.00
Total Licenses and Permits		\$114,010.00	\$65,376.63	\$72,135.00	\$44,959.57	\$51,160.00
Intergovernmental Revenues						
001-000-000-334-01-20-00	WASPC Grants	\$0.00	\$0.00	\$0.00	\$10,000.00	\$0.00
001-000-000-334-01-21-00	AOC Cost Reimbursement	\$0.00	\$0.00	\$0.00	\$665.00	\$1,000.00
001-000-000-334-03-50-00	Traffic Safety Grant	\$0.00	\$0.00	\$0.00	\$1,758.50	\$5,000.00
001-000-000-334-04-20-00	Dept of Commerce State Grant	\$75,000.00	\$0.00	\$55,000.00	\$0.00	\$75,000.00
001-000-000-334-04-20-01	Dept of Commerce HAPI Grant	\$0.00	\$0.00	\$0.00	\$75,000.00	\$0.00
001-000-000-335-00-91-00	PUD Privilege Tax	\$12,500.00	\$12,585.86	\$13,000.00	\$12,984.54	\$13,200.00
001-000-000-336-00-98-00	City Assistance	\$23,500.00	\$17,949.24	\$23,500.00	\$6,058.17	\$8,000.00
001-000-000-336-00-99-00	Streamlined Mitigation	\$0.00	\$0.00	\$0.00	\$65,691.00	\$0.00
001-000-000-336-06-94-00	Liquor/Beer Excise Tax	\$12,185.00	\$13,398.10	\$13,411.00	\$13,976.55	\$14,424.00
001-000-000-336-06-95-00	Liquor Control Board Profits	\$14,725.00	\$14,697.06	\$14,956.00	\$11,210.67	\$15,062.00
001-000-000-337-00-00-00	Agency Collection - Timber Excise	\$400.00	\$55.01	\$400.00	\$200.70	\$400.00
Total Intergovernmental Reve		\$138,310.00	\$58,685.27	\$120,267.00	\$197,545.13	\$132,086.00
Charges for Goods and Servic						
001-000-000-341-20-00-00	Court Filing Fees -(Morton/Mossy	\$0.00	\$0.00	\$0.00	\$0.00	\$2,000.00
001-000-000-341-33-00-00	Municipal Court - Administrative Fe	\$400.00	\$595.28	\$500.00	\$1,598.40	\$1,000.00
001-000-000-341-35-00-00	Court Certified/copy Fees	\$0.00	\$0.00	\$0.00	\$3.64	\$0.00
001-000-000-341-42-00-00	Treasurer's Fees	\$2,000.00	\$2,924.20	\$2,000.00	\$217.50	\$1,000.00
001-000-000-341-70-00-00	Sales of Merchandise/Publications	\$125.00	\$85.00	\$125.00	\$0.00	\$125.00
001-000-000-341-81-00-00	Public Records/Copies/Faxes	\$185.00	\$160.95	\$185.00	\$58.95	\$185.00
001-000-000-341-95-00-00	Court Legal Services	\$1,600.00	\$330.63	\$1,600.00	\$300.59	\$500.00

Account Number	Description	Budget 2022	Actual 2022	Budget 2023	Actual 10/5/2023	Budget 2024 Est.
001-000-000-342-10-00-00	Law Enforcement Services/Accident	\$0.00	\$32.00	\$0.00	\$24.00	\$25.00
001-000-000-342-10-01-00	Fingerprint Services	\$65.00	\$33.00	\$65.00	\$66.00	\$65.00
001-000-000-342-10-03-00	Napavine PD Court Security	\$0.00	\$0.00	\$0.00	\$2,014.41	\$2,800.00
001-000-000-342-21-00-00	Fire Protection Services/Fire Hydrant	\$3,835.00	\$3,835.00	\$3,835.00	\$0.00	\$3,835.00
001-000-000-342-33-00-00	Court Probation Fees	\$250.00	\$132.50	\$250.00	\$0.00	\$250.00
001-000-000-342-36-00-00	House/Monitor Prisoners	\$500.00	\$622.00	\$500.00	\$411.75	\$500.00
001-000-000-342-40-00-00	Inspection Services	\$5,000.00	\$4,540.50	\$5,000.00	\$1,133.00	\$1,500.00
001-000-000-344-10-00-00	Street Admin/Treasurer's Fee	\$500.00	\$500.00	\$500.00	\$0.00	\$500.00
001-000-000-345-23-00-00	Animal Control & Shelter Services	\$100.00	\$0.00	\$100.00	\$0.00	\$100.00
001-000-000-345-29-00-00	Other Environmental/Abatement S	\$43,820.00	\$44,570.62	\$43,820.00	\$0.00	\$500.00
001-000-000-345-81-00-00	Zoning & Subdivision Fees	\$1,300.00	\$75.00	\$1,300.00	\$0.00	\$1,300.00
001-000-000-345-81-01-00	Zoning & Subdivision Developmen	\$0.00	\$26,554.99	\$0.00	\$22,660.58	\$0.00
001-000-000-345-83-00-00	Plan Checking Services	\$47,170.00	\$22,112.05	\$20,000.00	\$3,958.80	\$5,000.00
001-000-000-345-83-03-00	Development Pass Through Plan F	\$47,130.00	\$48,048.01	\$75,000.00	\$5,146.80	\$25,000.00
001-000-000-345-86-00-00	Sepa Mitigation Fees	\$500.00	\$0.00	\$1,500.00	\$0.00	\$1,500.00
001-000-000-345-89-00-00	Other Planning/Development Servi	\$250.00	\$3,476.08	\$250.00	\$0.00	\$250.00
001-000-000-347-30-00-01	Com. Park Electrical Reimburseme	\$250.00	\$0.00	\$250.00	\$0.00	\$250.00
001-000-000-347-31-00-00	Com Park Rec Facility Fee-Youth	\$0.00	\$0.00	\$0.00	\$120.00	\$0.00
Total Charges for Goods and		\$154,980.00	\$158,627.81	\$156,780.00	\$37,714.42	\$48,185.00
Fines and Penalties						
001-000-000-352-30-00-00	Proof MV Ins Admin Costs	\$125.00	\$0.00	\$125.00	\$0.00	\$125.00
001-000-000-352-90-00-00	Other Civil Penalties	\$0.00	\$0.00	\$0.00	\$0.00	\$10.00
001-000-000-352-90-01-00	Other Civil Penalties	\$0.00	\$0.00	\$0.00	\$11.00	\$0.00
001-000-000-353-10-00-00	Traffic Infraction Penalties	\$7,600.00	\$5,939.18	\$7,600.00	\$4,246.53	\$7,600.00
001-000-000-353-10-01-00	JIS City Share	\$100.00	\$605.78	\$100.00	\$517.60	\$500.00
001-000-000-353-10-21-00	Distracted Driving Prev Acct	\$100.00	\$0.00	\$100.00	\$0.00	\$100.00
001-000-000-353-10-80-00	Def Find Admin Fine	\$1,500.00	\$225.00	\$1,500.00	\$326.98	\$600.00
001-000-000-353-70-00-00	Non-Traffic Infraction Penalties	\$150.00	\$12.01	\$150.00	\$89.50	\$150.00
001-000-000-354-00-00-00	Civil Parking Infraction Penalties	\$100.00	\$30.00	\$100.00	\$0.00	\$100.00
001-000-000-355-20-00-00	Criminal DUI Fines	\$375.00	\$221.11	\$375.00	\$230.46	\$375.00
001-000-000-355-20-03-00	Crim DUI Conviction Fee	\$10.00	\$25.29	\$10.00	\$99.10	\$100.00
001-000-000-355-80-00-00	Criminal Traffic Misd. Fines	\$2,500.00	\$3,485.73	\$2,500.00	\$4,189.66	\$4,000.00

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001-000-000-355-80-02-00	Criminal Conviction Fee CT	\$45.00	\$124.56	\$45.00	\$149.50	\$150.00
001-000-000-356-90-00-00	Criminal Non-Traffic Fine	\$100.00	\$489.08	\$100.00	\$262.99	\$300.00
001-000-000-356-90-00-14	Criminal Conviction Fee CN	\$10.00	\$11.80	\$10.00	\$14.91	\$10.00
001-000-000-357-33-00-00	Public Defense Recoupment	\$1,500.00	\$1,131.26	\$1,500.00	\$3,210.83	\$1,500.00
001-000-000-357-37-00-00	Municipal Court Cost Recoupment	\$1,250.00	\$718.88	\$1,250.00	\$275.95	\$850.00
001-000-000-359-00-02-00	Late Fees	\$2,145.00	\$2,163.17	\$2,500.00	\$15.46	\$200.00
Total Fines and Penalties		\$17,610.00	\$15,182.85	\$17,965.00	\$13,640.47	\$16,670.00
Miscellaneous Revenues						
001-000-000-361-11-00-00	Investment Interest Earned	\$500.00	\$1,676.68	\$1,200.00	\$296.20	\$2,500.00
001-000-000-361-40-00-00	Sales Interest	\$350.00	\$582.49	\$350.00	\$1,234.33	\$1,500.00
001-000-000-362-40-00-00	Short-Term Facilities Rentals	\$100.00	\$480.00	\$200.00	\$10.00	\$200.00
001-000-000-362-50-02-00	Internal Facilities Rent	\$59,860.00	\$59,828.03	\$59,860.00	\$44,871.02	\$59,860.00
001-000-000-367-11-01-00	City Parks Contributions	\$40.00	\$20.00	\$40.00	\$0.00	\$40.00
001-000-000-369-10-00-00	Sale of Surplus Property	\$0.00	\$5,616.60	\$0.00	\$0.00	\$0.00
001-000-000-369-20-00-00	Unclaimed Money/Sale of Unclaim	\$0.00	\$108.11	\$0.00	\$0.00	\$0.00
001-000-000-369-40-00-00	Judgments & Settlements	\$10,825.00	\$1.16	\$10,825.00	\$0.00	\$100.00
001-000-000-369-40-01-00	Settlements/Reimbursement for Pe	\$0.00	\$0.00	\$0.00	\$150.00	\$0.00
001-000-000-369-91-00-00	Miscellaneous	\$200.00	\$13.50	\$200.00	\$6.50	\$200.00
001-000-000-369-91-01-00	Insurance Refunds/Workers Comp	\$500.00	\$0.00	\$500.00	\$0.00	\$500.00
001-000-000-369-91-02-00	US Bank Excess Rebate	\$200.00	\$369.75	\$200.00	\$539.86	\$500.00
001-000-000-369-91-03-00	NSF Fees	\$240.00	\$160.00	\$240.00	\$320.00	\$240.00
001-000-000-369-91-04-00	Notary Signature Fees	\$100.00	\$50.00	\$100.00	\$34.00	\$100.00
Total Miscellaneous Revenue:		\$72,915.00	\$68,906.32	\$73,715.00	\$47,461.91	\$65,740.00
Total Revenues		\$1,412,725.00	\$1,360,334.76	\$1,376,762.00	\$1,120,597.52	\$1,381,991.00
Nonrevenues						
Other Nonrevenues						
001-000-000-389-10-00-00	Refundable Deposits	\$0.00	\$50.00	\$0.00	\$0.00	\$0.00
001-000-000-389-90-00-00	Other Custodial Activities (Refunds	\$0.00	\$48.55	\$0.00	\$0.00	\$0.00
Total Nonrevenues		\$0.00	\$98.55	\$0.00	\$0.00	\$0.00

Account Number	Description	Budget 2022	Actual 2022	Budget 2023	Actual 10/5/2023	Budget 2024 Est.
Total Other Nonrevenues		\$0.00	\$98.55	\$0.00	\$0.00	\$0.00
Other Financing Sources						
Insurance Recoveries						
001-000-000-398-00-01-00	Insurance Recoveries (Litigation)	\$0.00	\$13,651.47	\$0.00	\$0.00	\$0.00
Total Insurance Recoveries		\$0.00	\$13,651.47	\$0.00	\$0.00	\$0.00
Total Other Financing Source:		\$0.00	\$13,651.47	\$0.00	\$0.00	\$0.00
Total General Fund 001		\$1,412,725.00	\$1,374,084.78	\$1,376,762.00	\$1,120,597.52	\$1,381,991.00
Substance Abuse Fund						
Fines and Penalties						
002-000-000-356-50-03-00	City Drug Fund	\$1,399.00	\$1,398.65	\$500.00	\$0.00	\$500.00
Total Fines and Penalties		\$1,399.00	\$1,398.65	\$500.00	\$0.00	\$500.00
Miscellaneous Revenues						
002-000-000-361-11-00-00	Investment Interest Earned	\$5.00	\$28.27	\$20.00	\$1.50	\$50.00
002-000-000-361-11-01-00	Accrued Interest US Bonds	\$0.00	\$4.60	\$0.00	\$0.00	\$0.00
002-000-000-369-30-00-00	Sale of Confiscated Property	\$0.00	\$0.00	\$0.00	\$101.00	\$80.00
002-000-000-369-30-01-00	Forfeited/confiscated Property	\$0.00	\$41.60	\$0.00	\$309.75	\$0.00
002-000-000-369-91-00-00	Miscellaneous	\$0.00	\$10.50	\$0.00	\$0.00	\$0.00
Total Miscellaneous Revenue:		\$5.00	\$84.97	\$20.00	\$412.25	\$130.00
Total Revenues		\$1,404.00	\$1,483.62	\$520.00	\$412.25	\$630.00
Total Substance Abuse Fund		\$1,404.00	\$1,483.62	\$520.00	\$412.25	\$630.00
Park Improvement Fund 004						
Taxes						
Other Taxes						
004-000-000-318-34-00-00	First Quarter Reet Tax	\$30,000.00	\$32,645.37	\$35,000.00	\$23,525.20	\$35,000.00
Total Other Taxes		\$30,000.00	\$32,645.37	\$35,000.00	\$23,525.20	\$35,000.00

Account Number	Description	Budget 2022	Actual 2022	Budget 2023	Actual 10/5/2023	Budget 2024 Est.
Total Taxes		\$30,000.00	\$32,645.37	\$35,000.00	\$23,525.20	\$35,000.00
Intergovernmental Revenues						
004-000-000-334-02-70-00	WA Recreation & Conservation Gr	\$258,900.00	\$0.00	\$258,900.00	\$0.00	\$200.00
004-000-000-334-02-70-01	LC ARPA Funds	\$470,000.00	\$0.00	\$470,000.00	\$84,824.90	\$2,000.00
Total Intergovernmental Reve		\$728,900.00	\$0.00	\$728,900.00	\$84,824.90	\$2,200.00
Miscellaneous Revenues						
Interest and Other Earnings						
004-000-000-361-11-00-00	Investment Interest Earned	\$50.00	\$53.84	\$50.00	\$15.00	\$100.00
Total Interest and Other Earr		\$50.00	\$53.84	\$50.00	\$15.00	\$100.00
Contributions and Donations						
004-000-000-367-11-00-01	City Parks Contributions	\$0.00	\$140.00	\$0.00	\$0.00	\$0.00
Total Contributions and Don.		\$0.00	\$140.00	\$0.00	\$0.00	\$0.00
Total Miscellaneous Revenue:		\$50.00	\$193.84	\$50.00	\$15.00	\$100.00
Total Revenues		\$758,950.00	\$32,839.21	\$763,950.00	\$108,365.10	\$37,300.00
Total Park Improvement Fund 004		\$758,950.00	\$32,839.21	\$763,950.00	\$108,365.10	\$37,300.00
Genl Govrnmnt Capital Equip Func						
005-000-000-345-00-00-00	AOC Grant -Bars # needs fixed	\$43,445.00	\$0.00	\$43,445.00	\$43,445.00	\$0.00
Miscellaneous Revenues						
005-000-000-361-11-00-00	Investment Interest Earned	\$0.00	\$24.58	\$0.00	\$7.50	\$0.00
Total Miscellaneous Revenue:		\$0.00	\$24.58	\$0.00	\$7.50	\$0.00
Total Revenues		\$43,445.00	\$24.58	\$43,445.00	\$43,452.50	\$0.00
Total Genl Govrnmnt Capital Equip		\$43,445.00	\$24.58	\$43,445.00	\$43,452.50	\$0.00
LEOFF I OPEB Trust Fund						

Account Number	Description	Budget 2022	Actual 2022	Budget 2023	Actual 10/5/2023	Budget 2024 Est.
Total Revenues						
Other Financing Sources						
Transfers-In						
006-000-000-397-17-20-00	Transfer from General Fund	\$100,000.00	\$100,000.00	\$0.00	\$7,000.00	\$7,000.00
Total Transfers-In		\$100,000.00	\$100,000.00	\$0.00	\$7,000.00	\$7,000.00
Total Other Financing Source:		\$100,000.00	\$100,000.00	\$0.00	\$7,000.00	\$7,000.00
Total LEOFF I OPEB Trust Fund		\$100,000.00	\$100,000.00	\$0.00	\$7,000.00	\$7,000.00
Street Fund 101						
Taxes						
101-000-000-311-10-00-00	Property Taxes	\$180,000.00	\$172,361.88	\$180,000.00	\$104,421.13	\$187,000.00
101-000-000-311-10-01-00	Delinquent Property Taxes	\$2,000.00	\$1,684.95	\$2,000.00	\$1,348.46	\$2,000.00
Total Taxes		\$182,000.00	\$174,046.83	\$182,000.00	\$105,769.59	\$189,000.00
Licenses and Permits						
101-000-000-322-40-02-00	Street ROW Permits	\$400.00	\$675.00	\$400.00	\$675.00	\$600.00
Total Licenses and Permits		\$400.00	\$675.00	\$400.00	\$675.00	\$600.00
Intergovernmental Revenues						
101-000-000-336-00-71-00	Multimodal Transportation City	\$2,500.00	\$2,495.93	\$2,542.00	\$1,903.85	\$2,554.00
101-000-000-336-00-87-00	Gas Tax (unrestricted)	\$34,300.00	\$30,452.34	\$35,581.00	\$22,300.78	\$34,154.00
101-000-000-336-00-87-01	MVA Transpo City	\$2,180.00	\$5,133.83	\$2,229.00	\$4,621.00	\$2,234.00
Total Intergovernmental Revenue		\$38,980.00	\$38,082.10	\$40,352.00	\$28,825.63	\$38,942.00
Charges for Goods and Services						
101-000-000-343-30-01-00	Street Light - Highland Park	\$575.00	\$0.00	\$575.00	\$1,420.43	\$700.00
101-000-000-345-16-00-00	Weed Control Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Charges for Goods and Services		\$575.00	\$0.00	\$575.00	\$1,420.43	\$700.00
Miscellaneous Revenues						

Account Number	Description	Budget 2022	Actual 2022	Budget 2023	Actual 10/5/2023	Budget 2024 Est.
101-000-000-361-11-00-00	Investment Interest Earned	\$40.00	\$351.50	\$140.00	\$7.50	\$140.00
101-000-000-369-10-00-00	Sale of Surplus Property	\$12,500.00	\$0.00	\$12,500.00	\$2,620.00	\$2,000.00
101-000-000-369-40-01-00	Judgements & Settlements	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
101-000-000-369-91-00-00	Miscellaneous	\$100.00	\$0.00	\$100.00	\$0.50	\$100.00
Total Miscellaneous Revenue:		\$12,640.00	\$351.50	\$12,740.00	\$2,628.00	\$2,240.00
Total Revenues		\$234,595.00	\$213,155.43	\$236,067.00	\$139,318.65	\$231,482.00
Other Financing Sources						
Transfers-In						
101-000-000-397-44-00-00	Transfer from General Fund	\$10,000.00	\$10,000.00	\$0.00	\$0.00	\$0.00
Total Transfers-In		\$10,000.00	\$10,000.00	\$0.00	\$0.00	\$0.00
Insurance Recoveries						
101-000-000-398-10-00-00	Insurance Recoveries	\$13,651.00	\$0.00	\$13,651.00	\$0.00	\$0.00
Total Insurance Recoveries		\$13,651.00	\$0.00	\$13,651.00	\$0.00	\$0.00
Total Other Financing Source:		\$23,651.00	\$10,000.00	\$13,651.00	\$0.00	\$0.00
Total Street Fund 101		\$258,246.00	\$223,155.43	\$249,718.00	\$139,318.65	\$231,482.00
Street Capital Equipment Fund						
Total Revenues						
Other Financing Uses						
Transfers-In						
102-000-000-397-42-00-00	Transfer-In Street Fund	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00
Total Transfers-In		\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00
Total Other Financing Uses		\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00
Total Street Capital Equipment Fur		\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00
Street Improvement Fund 105						

Account Number	Description	Budget 2022	Actual 2022	Budget 2023	Actual 10/5/2023	Budget 2024 Est.
Taxes						
105-000-000-313-21-00-00	Public Transportation Tax	\$0.00	\$0.00	\$0.00	\$6,303.31	\$72,000.00
Other Taxes						
105-000-000-318-34-00-00	First Quarter Reet Tax	\$30,000.00	\$32,645.36	\$35,000.00	\$23,525.21	\$35,000.00
Total Other Taxes		\$30,000.00	\$32,645.36	\$35,000.00	\$23,525.21	\$35,000.00
Total Taxes		\$30,000.00	\$32,645.36	\$35,000.00	\$29,828.52	\$107,000.00
Intergovernmental Revenues						
105-000-000-334-03-80-00	Tib Grant Funds	\$513,029.00	\$40,498.00	\$513,029.00	\$56,303.01	\$420,000.00
Total Intergovernmental Revenues		\$513,029.00	\$40,498.00	\$513,029.00	\$56,303.01	\$420,000.00
Transportation						
105-000-000-344-10-00-00	Roads/Street Maint/Repair/Constru	\$20,040.00	\$20,039.78	\$20,040.00	\$0.00	\$0.00
Total Transportation		\$20,040.00	\$20,039.78	\$20,040.00	\$0.00	\$0.00
Miscellaneous Revenues						
105-000-000-361-11-00-00	Investment Interest Earned	\$40.00	\$45.06	\$50.00	\$22.50	\$50.00
Total Miscellaneous Revenue:		\$40.00	\$45.06	\$50.00	\$22.50	\$50.00
Total Revenues		\$563,109.00	\$93,228.20	\$568,119.00	\$86,154.03	\$527,050.00
Nonrevenues						
105-000-000-382-20-00-00	Retainage Deposit - Street Lights	(\$20,040.00)	(\$17,739.78)	\$0.00	\$0.00	\$0.00
Total Nonrevenues		(\$20,040.00)	(\$17,739.78)	\$0.00	\$0.00	\$0.00
Other Financing Sources						
105-000-000-391-80-00-00	TIB Loan Lewis-Thurston Bundle 2	\$0.00	\$0.00	\$0.00	\$1,800,000.00	\$0.00
Transfer IN						
105-000-000-397-01-00-00	Transfer IN From Street 101	\$2,000.00	\$0.00	\$2,000.00	\$0.00	\$2,000.00
105-000-000-397-44-01-00	Transfer IN From General Fund	\$40,000.00	\$40,000.00	\$0.00	\$0.00	\$0.00
Total Transfer IN		\$42,000.00	\$40,000.00	\$2,000.00	\$0.00	\$2,000.00

Account Number	Description	Budget 2022	Actual 2022	Budget 2023	Actual 10/5/2023	Budget 2024 Est.
Total Other Financing Source:		\$42,000.00	\$40,000.00	\$2,000.00	\$1,800,000.00	\$2,000.00
Total Street Improvement Fund 10:		\$585,069.00	\$115,488.42	\$570,119.00	\$1,886,154.03	\$529,050.00
Criminal Justice Funds						
Taxes						
110-000-000-313-71-00-00	Local Criminal Justice	\$48,000.00	\$48,070.47	\$48,000.00	\$34,319.27	\$48,000.00
Total Taxes		\$48,000.00	\$48,070.47	\$48,000.00	\$34,319.27	\$48,000.00
Intergovernmental Revenues						
State Entitle, Impact Paymen						
110-000-000-336-06-21-00	CJ Population - LoPop	\$1,000.00	\$1,000.00	\$1,000.00	\$750.00	\$1,000.00
110-000-000-336-06-26-00	CJ Special Programs	\$2,310.00	\$2,309.25	\$2,483.00	\$1,852.28	\$2,693.00
110-000-000-336-06-51-00	CJ Dui & other CJ Assistance	\$275.00	\$217.01	\$275.00	\$70.04	\$275.00
Total State Entitle, Impact Pa		\$3,585.00	\$3,526.26	\$3,758.00	\$2,672.32	\$3,968.00
Total Intergovernmental Reve		\$3,585.00	\$3,526.26	\$3,758.00	\$2,672.32	\$3,968.00
Miscellaneous Revenue						
110-000-000-369-10-00-00	Sale of Surplus Property	\$0.00	\$0.00	\$0.00	\$45,014.67	\$0.00
Total Miscellaneous Revenue		\$0.00	\$0.00	\$0.00	\$45,014.67	\$0.00
Total Revenues		\$51,585.00	\$51,596.73	\$51,758.00	\$82,006.26	\$51,968.00
Total Criminal Justice Funds		\$51,585.00	\$51,596.73	\$51,758.00	\$82,006.26	\$51,968.00
Local Fiscal Recovery Fund						
Intergovernmental Revenues						
115-000-000-332-92-10-00	ARPA Fiscal Recovery Non-Grant	\$279,290.00	\$279,561.00	\$0.00	\$0.00	\$0.00
Total Intergovernmental Reve		\$279,290.00	\$279,561.00	\$0.00	\$0.00	\$0.00
Total Revenues		\$279,290.00	\$279,561.00	\$0.00	\$0.00	\$0.00
Total Local Fiscal Recovery Fund		\$279,290.00	\$279,561.00	\$0.00	\$0.00	\$0.00
Project Planning Fund						

Account Number	Description	Budget 2022	Actual 2022	Budget 2023	Actual 10/5/2023	Budget 2024 Est.
Taxes						
Other Taxes						
305-000-000-318-35-00-00	Second Quarter Reet Tax	\$60,000.00	\$65,290.75	\$70,000.00	\$47,050.52	\$70,000.00
Total Other Taxes		\$60,000.00	\$65,290.75	\$70,000.00	\$47,050.52	\$70,000.00
Total Taxes		\$60,000.00	\$65,290.75	\$70,000.00	\$47,050.52	\$70,000.00
Miscellaneous Revenues						
305-000-000-361-11-00-00	Investment Interest Earned	\$130.00	\$259.19	\$150.00	\$37.50	\$150.00
Total Miscellaneous Revenue:		\$130.00	\$259.19	\$150.00	\$37.50	\$150.00
Total Revenues		\$60,130.00	\$65,549.94	\$70,150.00	\$47,088.02	\$70,150.00
Total Project Planning Fund		\$60,130.00	\$65,549.94	\$70,150.00	\$47,088.02	\$70,150.00
Water Fund 401						
Charges for Goods and Services						
401-000-000-343-40-00-00	Water Service	\$475,000.00	\$481,220.03	\$475,000.00	\$355,440.60	\$514,000.00
401-000-000-343-40-01-00	Water Connection Fees	\$80,550.00	\$58,520.00	\$12,950.00	\$15,770.00	\$22,300.00
401-000-000-343-40-02-00	Water Meter Sales	\$500.00	\$667.81	\$500.00	\$432.88	\$500.00
401-000-000-343-40-06-00	Other Fees	\$150.00	\$140.00	\$150.00	\$1,960.00	\$200.00
Total Charges for Goods and Services		\$556,200.00	\$540,547.84	\$488,600.00	\$373,603.48	\$537,000.00
Fines and Penalties						
Non-Court Fines, Forfeitures						
401-000-000-359-40-00-00	Late Fees	\$5,500.00	\$6,529.98	\$6,500.00	\$4,673.12	\$6,500.00
401-000-000-359-40-01-00	Shut Off Fees	\$3,500.00	\$3,970.00	\$3,500.00	\$1,145.00	\$1,500.00
Total Fines and Penalties		\$9,000.00	\$10,499.98	\$10,000.00	\$5,818.12	\$8,000.00
Total Non-Court Fines, Forfeitures		\$9,000.00	\$10,499.98	\$10,000.00	\$5,818.12	\$8,000.00
Miscellaneous Revenues						
401-000-000-361-11-00-00	Investment Interest Earned	\$300.00	\$2,920.80	\$300.00	\$45.00	\$300.00
401-000-000-369-40-01-00	Judgements & Settlements	\$270.00	\$465.00	\$270.00	\$1,640.96	\$200.00

Account Number	Description	Budget 2022	Actual 2022	Budget 2023	Actual 10/5/2023	Budget 2024 Est.
401-000-000-369-91-01-00	Miscellaneous	\$25.00	\$0.00	\$25.00	\$0.00	\$25.00
401-000-000-369-91-02-00	Miscellaneous Refunds	\$0.00	\$23.45	\$0.00	\$0.00	\$0.00
Total Miscellaneous Revenue:		\$595.00	\$3,409.25	\$595.00	\$1,685.96	\$525.00
Total Revenues		\$565,795.00	\$554,457.07	\$499,195.00	\$381,107.56	\$545,525.00
Total Water Fund 401		\$565,795.00	\$554,457.07	\$499,195.00	\$381,107.56	\$545,525.00
Water System Improvement Fund						
Intergovernmental Revenues						
402-000-000-339-26-64-00	DOC Water Comp Plan grant	\$0.00	\$0.00	\$0.00	\$0.00	\$150,000.00
Total Intergovernmental Reve		\$0.00	\$0.00	\$0.00	\$0.00	\$150,000.00
Miscellaneous Revenues						
Interest and Other Earnings						
402-000-000-361-11-00-00	Investment Interest Earned	\$115.00	\$984.49	\$115.00	\$22.50	\$115.00
Total Interest and Other Earr		\$115.00	\$984.49	\$115.00	\$22.50	\$115.00
Contributions & Donations N						
402-000-000-367-00-34-00	Water Connection Fees	\$80,550.00	\$56,300.00	\$12,950.00	\$15,770.00	\$22,300.00
402-000-000-367-00-34-01	Water Infrastructure	\$13,000.00	\$13,000.00	\$6,000.00	\$10,000.00	\$20,000.00
Total Contributions & Donati		\$93,550.00	\$69,300.00	\$18,950.00	\$25,770.00	\$42,300.00
Total Miscellaneous Revenue:		\$93,665.00	\$70,284.49	\$19,065.00	\$25,792.50	\$42,415.00
Total Revenues		\$93,665.00	\$70,284.49	\$19,065.00	\$25,792.50	\$192,415.00
Other Financing Sources						
402-000-000-397-34-02-00	Transfer From Water Fund	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00
Total Other Financing Source:		\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00
Total Water System Improvement F		\$108,665.00	\$85,284.49	\$34,065.00	\$40,792.50	\$207,415.00
Wastewater Fund 406						
Charges for Goods and Servic						

Account Number	Description	Budget 2022	Actual 2022	Budget 2023	Actual 10/5/2023	Budget 2024 Est.
406-000-000-343-50-00-00	Wastewater Service	\$815,000.00	\$853,658.49	\$815,000.00	\$623,589.82	\$885,000.00
406-000-000-343-50-01-00	Wastewater Connection Fees	\$70,480.00	\$69,020.00	\$19,950.00	\$19,320.00	\$27,100.00
Total Charges for Goods and		\$885,480.00	\$922,678.49	\$834,950.00	\$642,909.82	\$912,100.00
Fines and Penalties						
Non-Court Fines, Forfeitures						
406-000-000-359-50-00-00	Late Fees	\$8,500.00	\$11,222.42	\$10,000.00	\$8,304.44	\$10,000.00
Total Non-Court Fines, Forfe		\$8,500.00	\$11,222.42	\$10,000.00	\$8,304.44	\$10,000.00
Total Fines and Penalties		\$8,500.00	\$11,222.42	\$10,000.00	\$8,304.44	\$10,000.00
Miscellaneous Revenues						
406-000-000-361-11-00-00	Investment Interest Earned	\$100.00	\$610.58	\$200.00	\$18.00	\$200.00
406-000-000-369-40-01-00	Judgements & Settlements	\$270.00	\$467.00	\$270.00	\$311.00	\$270.00
Total Miscellaneous Revenue:		\$370.00	\$1,077.58	\$470.00	\$329.00	\$470.00
Total Revenues		\$894,350.00	\$934,978.49	\$845,420.00	\$651,543.26	\$922,570.00
Total Wastewater Fund 406		\$894,350.00	\$934,978.49	\$845,420.00	\$651,543.26	\$922,570.00
Wastewater System Improve Fund						
408-000-000-337-00-00-01	LC EDC .09 Sales Tax Funds	\$0.00	\$0.00	\$0.00	\$0.00	\$1,700,000.00
Miscellaneous Revenues						
408-000-000-361-11-00-00	Investment Interest Earned	\$100.00	\$599.18	\$100.00	\$18.00	\$100.00
Contributions & Donations N						
408-000-000-367-00-35-00	Wastewater Connection Fees	\$70,480.00	\$60,900.00	\$19,950.00	\$15,820.00	\$27,100.00
408-000-000-367-00-35-01	Wastewater Infrastructure	\$11,000.00	\$9,000.00	\$6,000.00	\$7,000.00	\$20,000.00
Total Contributions & Donati		\$81,480.00	\$69,900.00	\$25,950.00	\$22,820.00	\$47,100.00
Total Miscellaneous Revenue:		\$81,580.00	\$70,499.18	\$26,050.00	\$22,838.00	\$47,200.00
Total Revenues		\$81,580.00	\$70,499.18	\$26,050.00	\$22,838.00	\$1,747,200.00
Other Financing Sources						
Transfers-In						

Account Number	Description	Budget 2022	Actual 2022	Budget 2023	Actual 10/5/2023	Budget 2024 Est.
408-000-000-397-35-00-00	Transfer from Wastewater Fund	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00
Total Transfers-In		\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00
Total Other Financing Source:		\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00
Total Wastewater System Improve		\$96,580.00	\$85,499.18	\$41,050.00	\$37,838.00	\$1,762,200.00
Sewer Capital Equipment Fund						
Other Financing Uses						
Transfers-In						
409-000-000-397-35-00-00	Transfer In Wastewater Fund	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00
Total Transfers-In		\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00
Total Other Financing Uses		\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00
Total Sewer Capital Equipment Fui		\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00
Water Capital Equipment Fund						
Total Revenues						
Other Financing Uses						
Transfers-In						
411-000-000-397-34-00-00	Transfer In Water Fund	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00
Total Transfers-In		\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00
Total Other Financing Uses		\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00
Total Water Capital Equipment Fur		\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00
LID 2011-1 Bond Redemption Func						
Non-Court Fines & Penalties						
415-000-000-359-00-01-00	Assessment Penalties	\$2,225.00	\$2,226.65	\$2,225.00	\$0.00	\$100.00
Total Non-Court Fines & Pen		\$2,225.00	\$2,226.65	\$2,225.00	\$0.00	\$100.00
Miscellaneous Revenues						

Account Number	Description	Budget 2022	Actual 2022	Budget 2023	Actual 10/5/2023	Budget 2024 Est.
Interest & Other Earnings						
415-000-000-361-11-00-00	Investment Interest Earned	\$900.00	\$1,627.73	\$1,850.00	\$796.30	\$1,850.00
415-000-000-361-40-00-00	Interest - Assessment	\$4,675.00	\$7,559.94	\$4,675.00	\$1,066.23	\$4,675.00
Total Interest & Other Earnin		\$5,575.00	\$9,187.67	\$6,525.00	\$1,862.53	\$6,525.00
Special Assessments						
415-000-000-368-10-00-00	Assessment Principal	\$182,370.00	\$215,275.30	\$182,370.00	\$26,488.62	\$182,370.00
Total Special Assessments		\$182,370.00	\$215,275.30	\$182,370.00	\$26,488.62	\$182,370.00
Total Miscellaneous Revenue:		\$187,945.00	\$224,462.97	\$188,895.00	\$28,351.15	\$188,895.00
Total Revenues		\$190,170.00	\$226,689.62	\$191,120.00	\$28,351.15	\$188,995.00
Total LID 2011-1 Bond Redemption		\$190,170.00	\$226,689.62	\$191,120.00	\$28,351.15	\$188,995.00
Total Revenues						
Grand Totals		\$5,451,404.00	\$4,175,692.56	\$4,782,272.00	\$4,619,026.80	\$5,981,276.00



CITY OF NAPAVALINE - COMMUNITY DEVELOPMENT DEPARTMENT

407 BIRCH AVE SW, PO BOX 810, NAPAVALINE WA 98565

Phone 360-262-9344

FAX 360-262-9199

FEE SCHEDULE

Amendment & Rezone App.	\$1,000 *	Subdivision Fees:	*
		(Includes Binding Site Plans & Planned Unit Developments)*	
Annexation Petition	\$250 *	2-5 lots	\$650 *
Binding Site Plan	\$500 *	6-10 lots	\$750 *
Boundary Line Adjustment	\$500 *	11-15 lots	\$850 *
Conditional Use Application	\$350 *	16-20 lots	\$950 *
Developers Agreement	\$250 *	21-25	\$1,050 *
Environmental Impact Statement (EIS) Review	\$350	26-35	\$1,150 *
Fill Permit (500 Cu. Ft.<) Application still needed	No Cost	36-50	\$1,250 *
Fill Permit (500 Cu. Ft.>)	\$500 *	51-75	\$1,350 *
Grade Permit	\$250	76-100	\$1,450 *
Home Occupation Permit App.	\$350	101+	\$1,450 *
Home Placement Permit	\$200	Additional per lot over base	\$5 *
Property Improvement	\$25		
Residential Fire Sprinkler System	1.9% of Project Cost	Building Permit Fees	
SEPA Review	\$350 *	\$1.00 to \$500	\$23.50
Shoreline Permit Breakdown		\$501 to \$2k	\$23.50 for first \$500, plus \$3.05 per each additional \$100
1. Shoreline Exemption	\$175	\$2,001 to 25k	\$69.25 for first \$2000, plus \$14 for each additional \$1000
2. Shoreline Substantial Dev. Permit	\$3,500 *	25,001 to 50k	\$391.25 for first \$25k, plus \$10.10 for each additional \$1000
3. Conditional Use Permit/Variance (Dept. Ecology)	\$500 *	\$50,001 to 100k	\$643.75 for first \$50k, plus \$7 for each additional \$1,000
Stock-pile Permit	\$250	\$100,001 to 500k	\$993.75 for first \$100k, plus \$5.60 for each additional \$1,000
Street ROW Use Fee	\$25	\$500,001 to \$1 mill	\$3233.75 for first \$500k, plus \$4.75 for each additional \$1,000
Temporary Use	\$150	1,000,001 and up	\$5,608.75 for first 1 mill, plus \$3.15 for each additional \$1,000
Vacate	\$500 *	Plan Review	65% of building permit fee
Variance Application	\$500 *	Plumbing Permit	\$7.00 per fixture
Pre-Application Meeting	\$1,500	Mechanical Permit	\$14.00
Final Plat Fee	\$500 *		
Short Plat	\$500 *		

Pass Through Charges and Fees – An administrative fee of \$500.00 shall be assessed for each pass-through fee agreement.

Applicant shall submit a deposit of \$1,000.00 for outsource engineering, legal review, and other professional services when submitting site plan to the City for pre-application site plan conditions of approval. No deposit shall be required on pre-application submittals if there will not be a need for outsource engineering, legal review, and other professional services as determined by the Community Development Director. **-Ord 630**

(*) Any costs in addition to the application fee, including, but not limited to copies, postage, publishing, engineering fees, city planner fees, and hearing examiner fees will be billed at actual cost.

Connection Fees:

Water Hook-up Fees		Sewer Hook-up Fees	
5/8 - 3/4"	\$4,700	5/8 - 3/4"	\$6,700
1"	\$5,300	1"	\$6,850
2"	\$5,800	2"	\$7,000
3" & 4"	\$6,200	3"	\$7,250
6"	\$6,800	4"	\$7,500
Multiple Units (2-20)	\$2,100	6"	\$8,000
Commercial per ERU	\$1,600	Multiple Units (2-20)	\$2,500
		Commercial per ERU	\$675

Publication Fees:

Public Works Standard	\$40.00
Storm Water Plan	\$40.00
Comprehensive Plan	\$25.00
Subdivision & Zoning Standard	\$15.00
Capital Facilities Plan	\$10.00
Road Standard	\$5.00
Light Standard	\$2.00

FEE SCHEDULE

WATER SERVICE	
Inside-Base Rate (monthly)	\$ 21.00
2" water line	\$ 50.00
(usage) per 100 cu ft	\$ 4.00
Outside- Base Rate (monthly)	\$ 35.00
2" water line	\$ 106.00
(usage) per 100 cu ft	\$ 4.00
Commercial (monthly)	\$ 25.00
2" water line	\$ 55.00
(usage) per 100 cu ft	\$ 4.00
Late Charge	10%
Disconnect Charge	\$ 25.00
Service Call for Temporary Shut Off	\$ 10.00
Door Knocker Fee/Turn On Fee	\$ 10.00
After hours Service Call	\$ 50.00
NSF Fee	\$ 40.00
Hookups - Inside city limits	\$ 4,700.00
Multiple Units (2-20)	\$ 2,100.00
PUBLICATIONS	
Public Works Standards	\$ 40.00
Development Standards	\$ 40.00
Stormwater Plan	\$ 40.00
Comprehensive Plan	\$ 25.00
Subdivision & Zoning Standards	\$ 15.00
Capital Facilities Plan	\$ 10.00
Road Standards	\$ 5.00
Comp Map fee (zoning map)	\$ 3.00
Light Standard	\$ 2.00
GENERAL	
Copies	\$ 0.15
Fax (1-3 pages)	\$ 1.50
(each page over 3 pages)	\$ 0.25
Notary Fee	\$ 10.00
Public Records Paper Copy (Per page)	\$ 0.15
Scanned Copy (Per page)	\$ 0.10
Electronic Files (per four files/attachments)	\$ 0.05
(per gigabyte)	\$ 0.10
Document/Audio copied to CD/USB	\$ 5.00
Bodyworn camera request-staff redaction time per minute*	\$ 0.38**
large req - % of estimated costs	10%
* the city will charge all requestors that request body camera footage except those listed in RCW 42.56.240(e)(i) for the time it takes the city to redact the footage.	
** for the purposes of providing requestors estimated costs of a request under RCW 42.56.120(2)(f), the city estimates that redaction takes 10 minutes of staff time per 1 min. of raw footage for targeted video redaction (with or w/out audio redaction)	
Public Records Recorded (per page)	\$ 1.00
City Hall Rental	\$ 10.00
Community Park Cleaning Deposit ???	\$ 100.00
YEARLY DOG LICENSE FEES	
Annual license Unneutered by Jan 31	\$ 25.00
Neutered	\$ 10.00
Late license fee add	\$ 10.00
Low Income /Senior Citizen(Age55) license	\$ 5.00
Replacement License	\$ 3.00
Register potential dangerous dog	\$ 100.00
Register Dangerous Dog	\$ 200.00
Late registration	\$ 25.00
Disposal Fee (relinquished animal)	\$20 min/Actual
Kennel Fee over 4 dogs	\$ 100.00
Impound Fee (1st day)	\$ 35.00
(Plus Holding Fee--beginning (2nd Day)	\$ 10.00
County Impound Fee	Actual Cost

Sales Tax Rate 7.8%

SEWER SERVICE	
Residential Inside - Base Rate (monthly)	\$ 58.00
2" water line	\$ 120.00
(usage) per 100 cu ft 0 - 3500 cf	\$ 4.50
(usage over 3,500 CF)	\$ 5.00
Residential Unmetered 1200 cu ft/mo	\$ 112.00
Commercial/Church (monthly)	\$ 60.00
2" water line	\$ 123.00
4" water line	\$ 265.00
6" water line	\$ 505.00
(usage) per 100 cu ft 0 - 3500 cf	\$ 4.50
(usage over 3,500 CF)	\$ 5.00
Hookups - Inside	\$ 6,700.00
Multiple Units (2-20)	\$ 2,500.00
BUSINESS LICENSE	
Business License (New)	\$ 50.00
Business License (Renewal)/Seasonal	\$ 25.00
Late renewal fee per month to original fee	\$ 5.00
Solicitor's/Vendor License	\$ 10.00
Temporary License (One day)	\$ 5.00
Performance/Carnivals (Per day)	\$ 15.00
PARKS AND BUILDING RENTALS	
City Hall Council Chambers	\$ 25.00
Mayme Shaddock Park-Jim Haslett Kitchen Full day	\$ 100.00
Half day	\$ 50.00
Napavine Amphitheatre \$300 refundable deposit & proof of insurance rec	\$ 100.00
POLICE	
Fingerprinting	\$ 10.00
Police Records	\$ 5.00
(Per page after 1st page)	\$ 0.25
Accident Reports	\$ 5.00
(Per page after 1st page)	\$ 0.25
PD Employment App Fee Do we charge this fee?	\$ 25.00

Shawn O'Neill,
Mayor
soneill@cityofnapavine.com

Brian Watson,
Council Position No.1
bwatson@cityofnapavine.com

Ivan Wiediger,
Council Position No.2
iwiediger@cityofnapavine.com

Don Webster,
Council Position No.3
dwebster@cityofnapavine.com

Heather Stewart,
Council Position No.4
hstewart@cityofnapavine.com

Duane Crouse,
Council Position No.5
dcrouse@cityofnapavine.com

Staff Members

Rachelle Denham,
City Clerk

Michelle Whitten,
City Treasurer

Bryan Morris,
PW Director
Community Development

John Brockmueller,
Chief of Police

Allen Unzelman
Honorable Judge-Municipal Court

Jim Buzzard,
Legal Counsel

City of Napavine
407 Birch Ave SW
P O Box 810
Napavine, WA 98565
360-262-3547

City Website
www.cityofnapavine.com

****Workshop – Revised Funtime Festival – 5:00 pm****

****Workshop - Budget Revenues 5:15 pm****

- I. CALL TO ORDER
- II. INVOCATION
- III. PLEDGE OF ALLEGIANCE
- IV. ROLL CALL
- V. APPROVAL OF AGENDA – AS PRESENTED
- VI. APPROVAL OF MINUTES FROM THE REGULAR MEETING
 - 1) Regular Council Meeting Minutes – September 26, 2023
 - 2) Workshop Meeting Minutes Funtime Festival – September 26, 2023
 - 3) Public Hearing: Rognlin's Development Agreement – September 26, 2023
- VII. STAFF & COUNCIL REPORT
- VIII. CITIZEN COMMENTS – NON-AGENDA ITEMS
- IX. NEW BUSINESS
 - 1) Vouchers – M. Whitten
 - 2) Lewis County Warrant Processing Agreement – J. Godbey
 - 3) Ord 651-Napavine Critical Areas Ordinance (NCAO) – B. Morris
 - 4) AM 23-20 Civil Service Secretary-Chief Examiner Compensation – R. Denham
 - 5) Set time for Budget Workshop #2 Expenditures on October 24, 2023 – M. Whitten
- X. ADJOURNMENT – CLOSE OF MEETING

Council Meeting is held in person and via Teleconference.

Teleconference Information

Dial-in number (US): (720) 740-9753

Access code: 8460198

To join the online meeting: <https://join.freeconferencecall.com/rdenham8>



NAPAVINE CITY COUNCIL REGULAR MEETING MINUTES
September 26, 2023, 6:00 P.M.
Napavine City Hall, 407 Birch Ave SW, Napavine, WA

CALL TO ORDER:

Mayor Shawn O'Neill called the regular city council meeting to order at 6:03 pm immediately following a Public Hearing for the Rognlin's Developer's Agreement.

INVOCATION:

The invocation was led by Bryan Morris.

PLEDGE OF ALLEGIANCE:

Mayor Shawn O'Neill led the flag salute.

ROLL CALL: All Present

Council members present: Shawn O'Neill Mayor, Brian Watson Councilor #1, Ivan Wiediger Councilor #2, Don Webster Councilor #3, Heather Stewart Councilor #4, and Duane Crouse Councilor #5.

City staff members present: City Clerk - Rachele Denham, Treasurer – Michelle Whitten, Chief of Police – John Brockmueller, CD PW Director – Bryan Morris, and Court Administrator – Lacie DeWitt.

CONSENT/APPROVAL OF AGENDA

MOVED:	Duane Crouse	Motion: Approval of Agenda- As Presented.
SECONDED:	Ivan Wiediger	
<i>Discussion: No Discussion</i>		
VOTE ON MAIN MOTION:	5-0 Motion Carried: 5 aye and 0 nay.	

APPROVAL OF MINUTES FROM REGULAR COUNCIL MEETING

MOVED:	Brian Watson	Motion: Approval of Minutes - Regular Council Meeting, on September 12, 2023.
SECONDED:	Don Webster	
<i>Discussion: No Discussion</i>		
VOTE ON MAIN MOTION:	5-0 Motion Carried: 5 aye and 0 nay.	

APPROVAL OF MINUTES FROM FUNTIME FESTIVAL WORKSHOP MEETING

MOVED:	Don Webster	Motion: Approval of Minutes – Funtime Festival Workshop Meeting, on September 12, 2023.
SECONDED:	Brian Watson	
<i>Discussion: No Discussion</i>		
VOTE ON MAIN MOTION:	5-0 Motion Carried: 5 aye and 0 nay.	

STAFF & COUNCIL REPORTS:

John Brockmueller – Chief of Police

- It has been busy, and operations are normal.

Legal Counsel – Jim Buzzard

- Not present

Bryan Morris - PW/CD Director

- Report in writing- Add'l Update: Thanked all who attended the groundbreaking ceremony for Mayme Park kitchen. Road striping will take place on Oct 10 and would like feedback on striping, would like no striping for bypass lane.

Rachelle Denham – Clerk

- No Report.

Michelle Whitten – Treasurer

- Report in writing. Budget season is upon us, and department heads have turned in their budget items.

Lacie DeWitt – Court Administrator

- No Report, business as usual.

Duane Crouse - Mayor Pro Tem

- Asked to be excused for the Oct 10th council meeting. His oldest son who serves in the air force has been deployed to the middle East and asked for prayers. A shout out to the police department on their hard work lately with high profile work lately and enjoyed the ride along with officer Nichols.

Brian Watson – Councilor #1

- Kudos to the police department for keeping the kids and citizens safe and there are a lot of positive things being said, stay safe.

Ivan Wiediger - Councilor #2

- Kudos to the police department.

Don Webster – Councilor #3

- Gave the chief and Officer Nichols kudos.

Heather Stewart – Councilor #4

- Echoed the other kudos from other councilors and is proud to live and be part of this community. Glad that the kids and everyone was safe during the recent police activity.

Shawn O'Neill – Mayor

- He attended the groundbreaking ceremony for the Mayme Park kitchen, it was a great event with good support. Passed on appreciation to the work of the police department for the recent event and was glad that the bad guy was caught, and everyone was safe. The chief was appreciative of the accolades. Director Morris also applauded the great work of the police and officer Dave Sims.

Planning Commission – Deborah Graham

- No report.

Fire Dist. 5 – Sandra White - Update on behalf of Chief Gregg Peterson (PIO)

- There is currently one fire engine out for repair and another awaiting parts both apparatuses are serviced in Sumner WA where the equipment can be certified. There have been new narcotics vaults installed in both ambulances and at the station, hoping to restart ALS delivery soon. They appreciate Salkum, Onalaska, Winlock, Toledo, and Adna departments that have stepped up and graciously provided ALS care to the Napavine residents. So far, they have received two applications for the position of Fire Chief and will be accepted until September 30th. Air pack estimates have been received and is around \$470k the old soon to be outdated packs will be recycled. Thanks to the Chief for his time and expertise for helping the department.

CITIZEN COMMENTS – NON-AGENDA ITEMS:

- **Dave Woodrum, Chehalis WA:** Informed the council that he will be visiting 56 countries over the next eight years as a Christian missionary and will visit Napavine from time to time because he has family that lives here. He applauded the council for their faithfulness and allowing prayer as part of the council meetings along with being righteous leaders. He also thanked the council for dedicating the new kitchen in the name of Jim Haslett at Mayme Shaddock Park.
- **Dean Warner, Chehalis WA:** Gave kudos to the police department for doing a great job and applauded the kindness of an officer that had made contact with him just to make sure they were okay. The officer was very kind, he believes it was Officer Nichols.

NEW BUSINESS

VOUCHERS- M. WHITTEN

The following voucher/warrants/electronic payments are approved for payment:

Accounts Payable	22	66	956,845.93	38527,38529-38549
Electronic Paymē	3	3	9,546.92	EFT*20230933-35
Payroll Vendors	1	1	228.00	38528
Electronic Payrol	2	2	15,953.83	EFT*20230936-37
ACH Direct Depo	17	17	37,711.71	Direct Deposit 09/20/2023
Total Vouchers	45	89	\$1,020,286.39	

VOID Checks 38550-51

MOVED:	Don Webster	Motion: Approval of the Vouchers dated
SECONDED:	Heather Stewart	September 2023 2nd Council Meeting.
<i>Discussion: Councilor Webster questioned the Santa Fe expense. Treasurer, Michelle Whitten clarified it's not the railroad, it's for the chip seal bundle project. There will be a few more large payouts expected.</i>		
VOTE ON MAIN MOTION:	5-0 Motion Carried; 5 aye and 0 nay.	

Ordinance 653 Rognlin's Development Agreement – R. Denham

CITY OF NAPAVINE, WASHINGTON

ORDINANCE NO. 653

AN ORDINANCE OF THE CITY OF NAPAVINE, WASHINGTON, AUTHORIZING EXECUTION OF A DEVELOPMENT AGREEMENT WITH ROGNLIN PROPERTIES, LLC, GOVERNING DEVELOPMENT OF A PARCEL IN THE CITY LIMITS OF THE CITY OF NAPAVINE;

AND PROVIDING FOR SEVERABILITY AND ESTABLISHING AN EFFECTIVE DATE.

MOVED:	Duane Crouse	Motion: Approve Ordinance 653 Rognlin's
SECONDED:	Brian Watson	Development Agreement.
<i>Discussion: No Discussion</i>		
VOTE ON MAIN MOTION:	5-0 Motion Carried; 5 aye and 0 nay.	

Rognlin's Development Agreement – B. Morris & R. Denham

MOVED:	Ivan Wiediger	Motion: Approve Rognlin’s Development Agreement.
SECONDED:	Heather Stewart	
<i>Discussion: No Discussion</i>		
VOTE ON MAIN MOTION:	5-0 Motion Carried; 5 aye and 0 nay.	

City of Chehalis Sewer Interceptor Agreement Sec.4 Sewer Operating Board – B. Morris & R. Denham

MOVED:	Ivan Wiediger	Motion: Appoint council Webster, Stewart, and Mayor Protem Crouse as alternate to serve on sewer operating board.
SECONDED:	Brian Watson	
<i>Discussion: Don Webster and Heather Stewart volunteered to serve on the board with Mayor ProTem Duane Crouse as alternate. Director Morris and Treasurer Whitten explained why this is needed.</i>		
VOTE ON MAIN MOTION:	5-0 Motion Carried; 5 aye and 0 nay.	

Schedule Budget Workshop #1 Revenue for October 10th / Time TBD – M. Whitten

MOVED:	Don Webster	Motion: Set time for workshop at 5:15 on October 10 th for budget workshop.
SECONDED:	Ivan Wiediger	
<i>Discussion: No Discussion</i>		
VOTE ON MAIN MOTION:	5-0 Motion Carried; 5 aye and 0 nay.	

ADJOURNMENT:

MOVED:	Don Webster	Motion: To Adjourn – Close of Meeting
SECONDED:	Ivan Wiediger	
<i>Discussion: Meeting Adjourned at 6:57 p.m.</i>		
VOTE ON MAIN MOTION:	5-0 Motion Carried; 5 aye and 0 nay.	

These minutes are not verbatim. If so desired, a recording of this meeting is available online from [freeconferencecall.com](https://fccdl.in/qjtk3rWTiC) or at the link <https://fccdl.in/qjtk3rWTiC>.

Respectfully submitted,

Rachelle Denham, City Clerk

Shawn O'Neill, Mayor

Councilor



WORKSHOP MEETING MINUTES- FUNTIME FESTIVAL
September 26, 2023

***Mayor Shawn O'Neill opened the Workshop Meeting at 5:00 PM**

NAPAVINE COUNCIL MEMBERS PRESENT:

Mayor Shawn O'Neill, Councilor #1 Brian Watson, Councilor #2 Ivan Wiediger, Councilor #3 Don Webster, Councilor #4 Heather Stewart, and Councilor #5 Duane Crouse.

CITY STAFF MEMBERS PRESENT: City Clerk Rachelle Denham, Treasurer Michelle Whitten, Bryan Morris PW/Comm Dev Director, Police Admin Asst Judy Godbey, Police Chief Court Administrator Lacie DeWitt.

ROUND TABLE DISCUSSION:

- **Key Points:** Open Q&A, letters of Interest have been received for the positions open on the revised Funtime Festival Committee, and Lions Club reactivation.
 - Sandra White spoke on behalf of the fire department about the status of the Lions Club. The club can be reactivated no later than February 23, 2024, with a minimum of 8-10 people to sign up to reactivate the charter at approx. \$70 for annual dues. This would cover insurance as well for events that would be covered for the event. The mayor stated that Gregg is very passionate about the charter being reinstated and feels that he would join as the mayor would. As of now the mayor has a rough count of five people that would join. If you are interested in joining the Lions Club submit your information to the city and it will be passed to Gregg Peterson. Ongoing general conversation expressing the want for a good successful event to be held representing the City of Napavine is wanted.
 - Public Comment received from: Paula Sandirk, Rob McNelly, Unknown man in the audience, Harriett Morley, Karen Derchild (unsure of spelling), Amy Hollinger.
 - The next workshop meeting will be held on October 10, 2023, beginning at 5pm-5:15pm to review letters of interest.
- **The meeting was adjourned-closed at approximately 6:08 p.m.**
- *These minutes are not verbatim. If so desired, a recording of this meeting is available online from [freeconferencecall.com](https://fcdl.in/tuG1aJR3Cr) or at the link <https://fcdl.in/tuG1aJR3Cr>*

****THIS WAS OPEN DISCUSSION ONLY AND NO VOTES OR FINAL DECISIONS WERE MADE ****

Respectfully submitted,

Rachelle Denham, City Clerk

Shawn O'Neill, Mayor

Councilor



NAPAVINE CITY COUNCIL MINUTES
PUBLIC HEARING – ROGNLIN’S DEVELOPER’S AGREEMENT
September 26, 6:00 P.M.
Napavine City Hall, 407 Birch Ave SW, Napavine, WA

CALL TO ORDER:

Mayor Shawn O’Neill called the public hearing of the Rognlin’s Developer’s Agreement to order 6:01 pm.

INTRODUCTION:

Mayor Shawn O’Neill introduced himself as presiding over the public hearing.

PURPOSE OF HEARING:

To invite testimony from the community members and the public, regarding the Rognlin’s Developer’s Agreement before the Council. The Council will hear testimony from persons present who wish to speak for, against or neither for or against the Rognlin’s Developer’s Agreement, any questions, please direct them to the mayor and he will direct staff and our Council members who may have the answers to address the question. Mayor would like to keep discussion to a minimum.

PROCEDURE:

Those wishing to testify are asked to speak clearly and tell the Council

- Your Name
- Your Address
- Who you represent

Opened Public Hearing:

Mayor Shawn O’Neill opened the public hearing and welcomed anyone wishing to speak to approach the podium.

No community members or general public testified to the Council.

Closing of Public Hearing:

Mayor Shawn O’Neill announced, all testimony having been taken, the public hearing on the Rognlin’s Developer’s Agreement is now closed ending time 6:02 pm.

Rachelle Denham, City Clerk

Shawn O’Neill, Mayor

Councilor

To: Mayor and City Council

From: Bryan Morris, PW/CD Director

RE: Staff Report for Council Meeting, October 10, 2023

- **Planning Commission Meeting Minutes**
 - Meeting canceled

- **Project Updates**
 - ARCO- Received Temporary Occupancy
 - Scots Industries- Waiting on engineer submittal.
 - TA- waiting for engineers offsite improvements design
 - AT&T Cell Tower- Will follow up in December, AT&T is currently reviewing budgets and project scopes.
 - Rognlins- Agreement is signed for the sidewalk deferral and the deposit to secure water connections. Plans will be stamped and issued when Rognlins pays the required fees outlined in the agreement.

- **Mayme Shaddock Park**
 - Active Construction

- **Critical Areas ordinance:** Ordinance is currently being reviewed by the city attorney.

- **Shoreline:** Ordinance is currently being reviewed by the city attorney.

- **Rush Road:** Pavement complete, striping should be soon.

- **Jefferson Station:** Currently in the design stage.

- **Housing Action Plan:** Complete

Napavine Police Department Monthly Call Activity Report

#	Type of Call
	Abandoned/Disabled Vehicles
2	Accidents
5	Agency/Dept. Assists
1	Alarms
1	Animals
	Arson
1	Assault Offenses
2	ATC (Attempt to Contact)
	ATL (Attempt to Locate)
	Bad Checks
1	Burglary
	Child Abuse/Neglect
	Child Molestation/Rape/Comm
8	Civil/Public
	Death Investigations
2	Disorderly Conduct
1	Disputes
7	Drugs/Paraphernalia Violations
2	DUI
1	Eluding
1	Fire
	Firearms
	Fireworks
	Forgery
1	Fraud/Scam/Counterfeit/Identity Theft
3	Harrassment
	Homicide
	Illegal Burn
14	Information/General
3	Juvenile
	Kidnapping/Abduction
	Littering
	Lost/Missing/Found Persons

#	Type of Call
1	Malicious Mischief
	MIP/Furninshing Liquor Mino
	Noise
	Overdose
3	Property/Lost/Found/Recovered
	Rescue_Minor/Major
	Robbery
1	Runaway
2	Sex Offenses
	Shoplifting
	Suicide/Threats/Attempts
1	Shooting/Weapons/Explosives/Hazard
2	Suspicious Circumstances
4	Suspicious Person/Vehicle
11	Traffic - Criminal
44	Traffic - Infractions
4	Traffic - Other/Hazards/Patrol
2	Trespassing
	Thefts/Larceny
	Thefts (Motor Vehicle)/tmvwp/recstveh
	Vandalism
	Vehicular Assault
1	Vehicle Prowl
3	Violation City Ordinance/Nuisance
1	Violation of Protection/Harrass Ord
2	Warrants/Wanted Person
	Welfare Checks
	911 Hang Up
2	Hit & Run Accident
	Security Check- Business/Residential
1	Previous Contact / Talk

141

SEPTEMBER MONTHLY TOTAL

931

**YEAR TO DATE TOTAL 2023
(As of the end of Sept)**

**TRUNK
&
TREAT**

October 31st
5:30p.m. - 7p.m.

Napavine Fire
Department

SEE YOU THERE!

SPONSORED BY NAPAVALINE POLICE
DEPT. & FIRE DIST. 5

SEE YOU THERE!
SPONSORED BY NAPA VINE POLICE
DEPT. & FIRE DIST. 5



Voucher Report

October 2023 1st Council Meeting Oct 10, 2023

Reference	Date	Amount Notes
Reference Number: 38552	International Brotherhood Tear	\$1,050.00
Union Dues - 14833	9/19/2023	\$53.75
Union Dues - 14834	9/19/2023	\$31.25
Union Dues - 14835	9/19/2023	\$28.25
Union Dues - 14838	9/19/2023	\$34.75
Union Dues - 14839	9/19/2023	\$35.75
Union Dues - 14840	9/19/2023	\$37.25
Union Dues - 14841	9/19/2023	\$40.25
Union Dues - 14843	9/19/2023	\$43.25
Union Dues - 14844	9/19/2023	\$35.75
Union Dues - 14845	9/19/2023	\$37.75
Union Dues - 14847	9/19/2023	\$31.75
Union Dues - 14849	9/19/2023	\$35.75
Union Dues - 14850	9/19/2023	\$43.25
Union Dues - 14851	9/19/2023	\$36.25
Union Dues - 14853	10/2/2023	\$53.75
Union Dues - 14854	10/2/2023	\$31.25
Union Dues - 14855	10/2/2023	\$28.25
Union Dues - 14856	10/2/2023	\$43.25
Union Dues - 14858	10/2/2023	\$34.75
Union Dues - 14859	10/2/2023	\$35.75
Union Dues - 14860	10/2/2023	\$37.25
Union Dues - 14861	10/2/2023	\$40.25
Union Dues - 14862	10/2/2023	\$36.25
Union Dues - 14863	10/2/2023	\$43.25
Union Dues - 14864	10/2/2023	\$35.75
Union Dues - 14865	10/2/2023	\$37.75
Union Dues - 14867	10/2/2023	\$31.75
Union Dues - 14871	10/2/2023	\$35.75

Reference	Date	Amount Notes
Reference Number: 38553 Child Support - 14854	Office of Support Enforcement 10/2/2023	\$228.00 \$228.00
Reference Number: 38554 INV-2-32543	911 Supply Public Safety Gear 9/26/2023	\$349.38 \$349.38 Patrol Uniforms external carrier Chief
Reference Number: 38555 1351	Emergency Vehicle Solutions L 9/25/2023	\$902.46 \$902.46 '23 Charger bumper/install
Reference Number: 38556 62227 62228	Flannery Publications 9/17/2023 9/17/2023	\$123.50 \$71.50 Pass thru Rognlin Dev \$52.00 Ord 652 Hearing Examiner
Reference Number: 38557 24731169	Galls LLC - DBA Blumenthal Ur 9/21/2023	\$44.34 \$44.34 Radio Holder-Chief
Reference Number: 38558 1301230	General Pacific Inc 9/21/2023	\$2,582.05 \$2,582.05 1-3" E-Series
Reference Number: 38559 I6524391	H. D. Fowler Company 9/25/2023	\$1,797.99 \$1,797.99 Replacement Top Plate
Reference Number: 38560 1201	Joseph O. Enbody 9/27/2023	\$950.00 \$950.00
Reference Number: 38561 0042173	Kolano's Performance 9/30/2023	\$192.18 \$192.18 Lube Oil Air- chief 23 Charger
Reference Number: 38562 246643 50021765	Lakeside Industries 9/12/2023 9/25/2023	\$283,032.61 \$136.86 Alley Water Line \$282,895.75 TIB Rush Rd 6-w-963 (009)

Reference	Date	Amount Notes
Reference Number: 38563	LCSO-Corrections Bureau	\$1,383.60
2023*Qtr 3 Warrant	10/3/2023	\$390.00 2023 Qtr 3
2023*Sept Jail	10/3/2023	\$993.60 2023 -Sept #12.25 beds days
Reference Number: 38564	LECO Supply, Inc	\$692.31
215806	9/20/2023	\$692.31 2-Chlorine 12.5%
Reference Number: 38565	Lewis County Auditor	\$217.50
23-9059	9/28/2023	\$217.50 Rognlins dev agreement - pass thru
Reference Number: 38566	Lewis County Fleet Svs.	\$126.16
40238	10/4/2023	\$126.16 '22 Durango oil change
Reference Number: 38567	Lewis County PUD	\$4,363.31
104755002* 2023 Oct	9/25/2023	\$39.69 8/11-9/18 E Park St
104755003* 2023 Oct	9/25/2023	\$35.62 8/11-9/18 Triangle
104755004* 2023 Oct	9/25/2023	\$72.16 8/11-9/18 WA & 2nd
104755005* 2023 Oct	9/25/2023	\$53.13 8/11-9/18 Ball Park
104755006* 2023 Oct	9/25/2023	\$57.88 8/11-9/18 Linhart Ave
104755007* 2023 Oct	9/25/2023	\$43.86 8/11-9/18 Pedestrian Overpass
104755008* 2023 Oct	9/25/2023	\$73.02 8/11-9/18 PW Shop
104755009* 2023 Oct	9/25/2023	\$49.08 8/11-9/18 Concessions
104755010* 2023 Oct	9/29/2023	\$31.48 8/23-9/22 Hamilton pump
104755011* 2023 Oct	9/25/2023	\$44.97 8/11-9/18 Stadium Way
104755012* 2023 Oct	9/25/2023	\$57.62 8/11-9/18 Birch St Signal
104755014* 2023 Oct	9/25/2023	\$37.65 8/11-9/18 WA Street lt
104755015* 2023 Oct	9/25/2023	\$47.77 8/11-9/18 Camden Way
104755016* 2023 Oct	9/25/2023	\$44.37 8/11-9/18 Parkside Loop
104755017* 2023 Oct	9/25/2023	\$40.75 8/11-9/18 3rd Ave Pump
104755018* 2023 Oct	9/25/2023	\$830.09 8/11-9/18 80 low LED 20 high
104755019* 2023 Oct	9/25/2023	\$54.71 8/11-9/18 Chieri Ct pump
104755020* 2023 Oct	9/25/2023	\$776.29 8/11-9/18 Birch Well #5
104755021* 2023 Oct	9/25/2023	\$154.59 8/11-9/18 Jefferson St Pump

Reference	Date	Amount Notes
104755022* 2023 Oct	9/25/2023	\$221.54 8/11-9/18 Rush Rd Pump
104755023* 2023 Oct	9/25/2023	\$35.62 8/11-9/18 Rowell #3
104755024* 2023 Oct	9/25/2023	\$164.37 8/11-9/18 Front Well #2
104755025* 2023 Oct	9/25/2023	\$225.15 8/11-9/18 W WA pump
104755026*2023 Oct	9/29/2023	\$45.31 8/23-9/22 Loontz Rd It
115588002* 2023 Oct	9/25/2023	\$49.52 8/11-9/18 4th & Stella
11588001* 2023 Oct	9/25/2023	\$60.56 8/11-9/18 Rathburn
124227002*2023 Oct	9/29/2023	\$499.69 8/23-9/22 Well 6
124227003* 2023 Oct	9/25/2023	\$319.16 8/11-9/18 City Hall
128323001* 2023 Oct	9/25/2023	\$34.60 8/11-9/18 Ampitheater
128578001*2023 Oct	9/29/2023	\$39.71 8/23-9/22 Rush Rd Its
128578002*2023 Oct	9/29/2023	\$32.91 8/23-9/22 Hamilton Rd It
128578003* 2023 Oct	9/25/2023	\$43.54 8/11-9/18 Sommerville
128578004* 2023 Oct	9/25/2023	\$46.90 8/11-9/18 7th Ave
Reference Number: 38568	Mrs. Klean Janitorial	\$634.00
INV-2180	10/1/2023	\$634.00 2023 -October Clean City Hall
Reference Number: 38569	Service Saw Workwears	\$1,073.33
310758	9/28/2023	\$1,073.33 TS 420 Cutquik SN 193866480
Reference Number: 38570	Sound Uniform Solutions	\$602.79
202309SU085	9/15/2023	\$602.79 Nichols Jumpsuit
Reference Number: 38571	Sweeny's Ace Hardware	\$1,116.26
908395	9/5/2023	\$31.88 power steering/contractor bags
908430	9/5/2023	\$23.26 Fautc Suply line/cable ties Jefferson station
908453	9/5/2023	\$95.36 Paint and supplies
908484	9/6/2023	\$45.27 Paint concession stand
908496	9/6/2023	\$20.65 Bleach and spray bottles
908499	9/6/2023	\$77.08 2 gallons paint/goof off
908527	9/6/2023	\$51.73 RSTP I/E WB GLS NB 1 GL
908588	9/7/2023	\$25.86 Snaplck Mndrl System 3/8"

Reference	Date	Amount Notes
908595	9/7/2023	\$10.77 Transplanter Alum Cmft
908770	9/8/2023	\$6.37 Torx Drive Bit
909252	9/13/2023	\$37.72 Seed for new water line
909291	9/14/2023	\$10.34 Brake Fluid
909310	8/14/2023	\$10.72 Concrete for new water line
909459	9/15/2023	\$17.44 Painter tape/brush
909674	9/18/2023	\$16.16 60 W LED
909696	9/18/2023	\$164.84 Paint and rollers
909697	9/18/2023	\$23.26 Shovel for Mayme opening
909715	9/18/2023	\$3.01 multi mix container
909770	9/19/2023	\$64.29 Concrete mix 12 bags
909778	9/19/2023	\$16.07 concrete mix 3 bags
909784	9/19/2023	\$130.99 paint/rollers
909815	9/19/2023	\$16.16 Wonder Mop
909877	9/20/2023	\$7.54 Squeege *spnge
909880	9/20/2023	\$14.49 Paintbrushes
909915	9/20/2023	\$53.89 Gallon wht paint
910037	9/21/2023	\$27.58 Cable Ties
910076	9/22/2023	\$43.09 Clorox/24" indoor outdoor br
910115	9/22/2023	\$17.00 Roller frame/brush set
910384	9/25/2023	\$10.34 brake fluid
910474	9/26/2023	\$43.10 Hole Saw 2"/Snaplck 3/8"
Reference Number: 38572	Transient Vendor	\$175.35
2023*Oct 1100.46 Ruedas/Perez	10/4/2023	\$175.35 Refund Overpayment Acc 1100.46 Ruedas.
Reference Number: 38573	US Bank NA Cincinnati	\$152.00
2023 Aug Bond Fees	10/4/2023	\$152.00 2023 -Aug Bond Fee
Reference Number: 38574	US Cellular	\$1,026.11
0604533505	9/12/2023	\$149.54 2023- 8/12-9/11 US Cell Phone
0604585343	10/4/2023	\$829.54 2023- US Cell Phone/mifi 9/12-10/11
0606243488	9/20/2023	\$47.03 2023- 9/20-10/19 US Cell Phone Treas

Reference	Date	Amount Notes
Reference Number: 38575	Utilities Underground Location	\$25.80
3090197	9/30/2023	\$25.80 Sept Locates 20
Reference Number: 38576	Vander Stoep, Blinks, Jones &	\$1,100.00
2023*Oct Judge	10/3/2023	\$1,100.00 2023-Oct Judge
Reference Number: 38577	Vision Municipal Solution	\$1,078.20
09-13263	9/7/2023	\$378.20 Sonic Wall Oct 2023
09-13311	9/27/2023	\$700.00 onsite training billing
Reference Number: 38578	WA Dept of Transportation	\$3,967.46
*FB91458003241	9/30/2023	\$3,967.46 2023*Sept fuel bill
Reference Number: 38579	Washington State Patrol	\$13.25
I2401294	10/2/2023	\$13.25 CPL Background Checks 2023 Sept
Reference Number: 38580	Winlock Auto Supply	\$11.31
4847-368118	9/15/2023	\$11.31 Tri Brush w/ pole
Reference Number: EFT*20231001	AFLAC Remittance Processing	\$543.20
Aflac - 14833	9/19/2023	\$32.36
Aflac - 14837	9/19/2023	\$27.17
Aflac - 14853	10/2/2023	\$32.37
Aflac - 14857	10/2/2023	\$27.17
Aflac Disability - 14837	9/19/2023	\$47.84
Aflac Disability - 14843	9/19/2023	\$95.68
Aflac Disability - 14848	9/19/2023	\$68.54
Aflac Disability - 14857	10/2/2023	\$47.84
Aflac Disability - 14863	10/2/2023	\$95.68
Aflac Disability - 14870	10/2/2023	\$68.55
Reference Number: EFT*20231002	Vimly Benefit Solutions, Inc	\$17,022.16

Reference	Date	Amount Notes
Elwood Ins Oct	10/2/2023	\$742.50
Medical Dental - 14843	9/19/2023	\$46.56
Medical Dental - 14844	9/19/2023	\$335.42
Medical Dental - 14848	9/19/2023	\$15.67
Medical Dental - 14849	9/19/2023	\$263.14
Medical Dental - 14863	10/2/2023	\$46.56
Medical Dental - 14864	10/2/2023	\$335.42
Medical Dental - 14870	10/2/2023	\$15.67
Medical Dental - 14871	10/2/2023	\$263.14
Medical/Dental - 14853	10/2/2023	\$929.84
Medical/Dental - 14854	10/2/2023	\$929.84
Medical/Dental - 14855	10/2/2023	\$929.84
Medical/Dental - 14856	10/2/2023	\$929.84
Medical/Dental - 14857	10/2/2023	\$929.84
Medical/Dental - 14858	10/2/2023	\$929.84
Medical/Dental - 14859	10/2/2023	\$929.84
Medical/Dental - 14860	10/2/2023	\$929.84
Medical/Dental - 14861	10/2/2023	\$929.84
Medical/Dental - 14862	10/2/2023	\$929.84
Medical/Dental - 14863	10/2/2023	\$950.00
Medical/Dental - 14864	10/2/2023	\$950.00
Medical/Dental - 14865	10/2/2023	\$929.84
Medical/Dental - 14867	10/2/2023	\$929.84
Medical/Dental - 14870	10/2/2023	\$950.00
Medical/Dental - 14871	10/2/2023	\$950.00
Reference Number: EFT*20231003	Washington Teamsters Welfare	\$273.60
Vision Insurance - 14843	9/19/2023	\$8.55
Vision Insurance - 14844	9/19/2023	\$8.55
Vision Insurance - 14848	9/19/2023	\$8.55
Vision Insurance - 14849	9/19/2023	\$8.55
Vision Insurance - 14853	10/2/2023	\$17.10
Vision Insurance - 14854	10/2/2023	\$17.10

Reference	Date	Amount Notes
Vision Insurance - 14855	10/2/2023	\$17.10
Vision Insurance - 14856	10/2/2023	\$17.10
Vision Insurance - 14857	10/2/2023	\$17.10
Vision Insurance - 14858	10/2/2023	\$17.10
Vision Insurance - 14859	10/2/2023	\$17.10
Vision Insurance - 14860	10/2/2023	\$17.10
Vision Insurance - 14861	10/2/2023	\$17.10
Vision Insurance - 14862	10/2/2023	\$17.10
Vision Insurance - 14863	10/2/2023	\$8.55
Vision Insurance - 14864	10/2/2023	\$8.55
Vision Insurance - 14865	10/2/2023	\$17.10
Vision Insurance - 14867	10/2/2023	\$17.10
Vision Insurance - 14870	10/2/2023	\$8.55
Vision Insurance - 14871	10/2/2023	\$8.55
Reference Number: EFT*20231004	Dept of Treasury Internal Revei	\$7,678.02
Federal Income Tax - 14853	10/2/2023	\$647.11
Federal Income Tax - 14854	10/2/2023	\$289.85
Federal Income Tax - 14855	10/2/2023	\$149.15
Federal Income Tax - 14856	10/2/2023	\$491.60
Federal Income Tax - 14857	10/2/2023	\$372.67
Federal Income Tax - 14858	10/2/2023	\$252.84
Federal Income Tax - 14859	10/2/2023	\$397.79
Federal Income Tax - 14860	10/2/2023	\$261.25
Federal Income Tax - 14861	10/2/2023	\$201.54
Federal Income Tax - 14862	10/2/2023	\$494.04
Federal Income Tax - 14863	10/2/2023	\$650.21
Federal Income Tax - 14864	10/2/2023	\$169.09
Federal Income Tax - 14865	10/2/2023	\$614.39
Federal Income Tax - 14866	10/2/2023	\$183.89
Federal Income Tax - 14867	10/2/2023	\$193.62
Federal Income Tax - 14870	10/2/2023	\$441.05
Federal Income Tax - 14871	10/2/2023	\$143.69

Reference	Date	Amount Notes
Medicare - 14853 (1)	10/2/2023	\$63.95
Medicare - 14853 (2)	10/2/2023	\$63.95
Medicare - 14854 (1)	10/2/2023	\$37.34
Medicare - 14854 (2)	10/2/2023	\$37.34
Medicare - 14855 (1)	10/2/2023	\$30.63
Medicare - 14855 (2)	10/2/2023	\$30.63
Medicare - 14856 (1)	10/2/2023	\$48.46
Medicare - 14856 (2)	10/2/2023	\$48.46
Medicare - 14857 (1)	10/2/2023	\$48.85
Medicare - 14857 (2)	10/2/2023	\$48.85
Medicare - 14858 (1)	10/2/2023	\$42.10
Medicare - 14858 (2)	10/2/2023	\$42.10
Medicare - 14859 (1)	10/2/2023	\$42.28
Medicare - 14859 (2)	10/2/2023	\$42.28
Medicare - 14860 (1)	10/2/2023	\$43.45
Medicare - 14860 (2)	10/2/2023	\$43.45
Medicare - 14861 (1)	10/2/2023	\$30.08
Medicare - 14861 (2)	10/2/2023	\$30.08
Medicare - 14862 (1)	10/2/2023	\$49.34
Medicare - 14862 (2)	10/2/2023	\$49.34
Medicare - 14863 (1)	10/2/2023	\$61.89
Medicare - 14863 (2)	10/2/2023	\$61.89
Medicare - 14864 (1)	10/2/2023	\$42.08
Medicare - 14864 (2)	10/2/2023	\$42.08
Medicare - 14865 (1)	10/2/2023	\$58.00
Medicare - 14865 (2)	10/2/2023	\$58.00
Medicare - 14866 (1)	10/2/2023	\$26.50
Medicare - 14866 (2)	10/2/2023	\$26.50
Medicare - 14867 (1)	10/2/2023	\$34.92
Medicare - 14867 (2)	10/2/2023	\$34.92
Medicare - 14870 (1)	10/2/2023	\$49.83
Medicare - 14870 (2)	10/2/2023	\$49.83
Medicare - 14871 (1)	10/2/2023	\$39.10

Reference	Date	Amount Notes
Medicare - 14871 (2)	10/2/2023	\$39.10
Social Security Tax - 14866 (1)	10/2/2023	\$113.32
Social Security Tax - 14866 (2)	10/2/2023	\$113.32
Reference Number: EFT*20231005	Dept of Retirement Systems	\$7,557.96
Emp Rtmt - 14853	10/2/2023	\$233.03
Emp Rtmt - 14854	10/2/2023	\$245.39
Emp Rtmt - 14855	10/2/2023	\$201.33
Emp Rtmt - 14856	10/2/2023	\$175.67
Emp Rtmt - 14857	10/2/2023	\$321.07
Emp Rtmt - 14858	10/2/2023	\$276.68
Emp Rtmt - 14859	10/2/2023	\$277.86
Emp Rtmt - 14860	10/2/2023	\$285.59
Emp Rtmt - 14861	10/2/2023	\$197.73
Emp Rtmt - 14862	10/2/2023	\$178.65
Emp Rtmt - 14863	10/2/2023	\$406.75
Emp Rtmt - 14864	10/2/2023	\$276.54
Emp Rtmt - 14865	10/2/2023	\$211.74
Emp Rtmt - 14867	10/2/2023	\$127.18
Emp Rtmt - 14870	10/2/2023	\$327.49
Emp Rtmt - 14871	10/2/2023	\$257.00
Taxable Retirement - 14853	10/2/2023	\$373.64
Taxable Retirement - 14854	10/2/2023	\$163.77
Taxable Retirement - 14855	10/2/2023	\$134.36
Taxable Retirement - 14856	10/2/2023	\$281.66
Taxable Retirement - 14857	10/2/2023	\$214.27
Taxable Retirement - 14858	10/2/2023	\$184.65
Taxable Retirement - 14859	10/2/2023	\$185.43
Taxable Retirement - 14860	10/2/2023	\$190.59
Taxable Retirement - 14861	10/2/2023	\$131.96
Taxable Retirement - 14862	10/2/2023	\$286.44
Taxable Retirement - 14863	10/2/2023	\$271.45
Taxable Retirement - 14864	10/2/2023	\$184.55

Reference	Date	Amount Notes
Taxable Retirement - 14865	10/2/2023	\$339.51
Taxable Retirement - 14867	10/2/2023	\$203.92
Taxable Retirement - 14870	10/2/2023	\$240.55
Taxable Retirement - 14871	10/2/2023	\$171.51
Reference Number: EFT*20231006	Nationwide Retirement Solution	\$6,209.64
Deferred Comp - 14833	9/19/2023	\$150.00
Deferred Comp - 14834	9/19/2023	\$150.00
Deferred Comp - 14835	9/19/2023	\$100.00
Deferred Comp - 14837	9/19/2023	\$300.00
Deferred Comp - 14838	9/19/2023	\$294.88
Deferred Comp - 14840	9/19/2023	\$50.00
Deferred Comp - 14841	9/19/2023	\$100.00
Deferred Comp - 14843	9/19/2023	\$150.00
Deferred Comp - 14844	9/19/2023	\$200.00
Deferred Comp - 14845	9/19/2023	\$100.00
Deferred Comp - 14847	9/19/2023	\$25.00
Deferred Comp - 14848	9/19/2023	\$300.00
Deferred Comp - 14849	9/19/2023	\$100.00
Deferred Comp - 14851	9/19/2023	\$50.00
Deferred Comp - 14853	10/2/2023	\$150.00
Deferred Comp - 14854	10/2/2023	\$150.00
Deferred Comp - 14855	10/2/2023	\$100.00
Deferred Comp - 14857	10/2/2023	\$300.00
Deferred Comp - 14858	10/2/2023	\$294.88
Deferred Comp - 14860	10/2/2023	\$50.00
Deferred Comp - 14861	10/2/2023	\$100.00
Deferred Comp - 14862	10/2/2023	\$50.00
Deferred Comp - 14863	10/2/2023	\$150.00
Deferred Comp - 14864	10/2/2023	\$200.00
Deferred Comp - 14865	10/2/2023	\$100.00
Deferred Comp - 14867	10/2/2023	\$25.00
Deferred Comp - 14870	10/2/2023	\$300.00

Reference	Date	Amount	Notes
Deferred Comp - 14871	10/2/2023	\$100.00	
Deferred Comp Match - 14853	10/2/2023	\$150.00	
Deferred Comp Match - 14854	10/2/2023	\$150.00	
Deferred Comp Match - 14855	10/2/2023	\$100.00	
Deferred Comp Match - 14857	10/2/2023	\$300.00	
Deferred Comp Match - 14858	10/2/2023	\$294.88	
Deferred Comp Match - 14860	10/2/2023	\$50.00	
Deferred Comp Match - 14861	10/2/2023	\$100.00	
Deferred Comp Match - 14862	10/2/2023	\$50.00	
Deferred Comp Match - 14863	10/2/2023	\$150.00	
Deferred Comp Match - 14864	10/2/2023	\$200.00	
Deferred Comp Match - 14865	10/2/2023	\$100.00	
Deferred Comp Match - 14867	10/2/2023	\$25.00	
Deferred Comp Match - 14870	10/2/2023	\$300.00	
Deferred Comp Match - 14871	10/2/2023	\$100.00	
Reference Number: EFT*20231007	US Cellular	\$54.73	
0602178049	10/3/2023	\$54.73	2023- Mayor 9/2-10/1 US Cell Phone
Reference Number: EFT*20231008	Centurylink	\$56.37	
2023*Oct 206-T21-6528 954	10/3/2023	\$56.37	2023 - Oct Well Telemetry 206T21
Reference Number: EFT*20231009	Dept of Licensing Firearms De	\$54.00	
NV0000068- Morey	9/26/2023	\$18.00	Morey
NV0000069- Thomas	9/26/2023	\$18.00	Thomas
NV0000070- Ludlow	9/26/2023	\$18.00	Ludlow
Reference Number: EFT*20231010	Cintas Corp	\$10.02	
5174900120	9/11/2023	\$10.02	Dayquil/tweezers
Reference Number: Sept 16, 2023- Sept 31	Payroll Vendor	\$36,572.49	
ACH Pay - 14853	10/2/2023	\$3,033.77	
ACH Pay - 14854	10/2/2023	\$1,620.76	

Reference	Date	Amount	Notes
ACH Pay - 14855	10/2/2023	\$1,637.51	
ACH Pay - 14856	10/2/2023	\$2,406.23	
ACH Pay - 14857	10/2/2023	\$2,310.86	
ACH Pay - 14858	10/2/2023	\$2,052.02	
ACH Pay - 14859	10/2/2023	\$2,211.75	
ACH Pay - 14860	10/2/2023	\$2,356.34	
ACH Pay - 14861	10/2/2023	\$1,538.62	
ACH Pay - 14862	10/2/2023	\$2,409.87	
ACH Pay - 14863	10/2/2023	\$2,866.80	
ACH Pay - 14864	10/2/2023	\$1,874.98	
ACH Pay - 14865	10/2/2023	\$2,756.42	
ACH Pay - 14866	10/2/2023	\$1,458.87	
ACH Pay - 14867	10/2/2023	\$1,857.56	
ACH Pay - 14870	10/2/2023	\$2,284.72	
ACH Pay - 14871	10/2/2023	\$1,895.41	
Total		\$385,043.44	

The following voucher/warrants/electronic payments are approved for payment:

Accounts Payable	27	94	307,733.25	38554-38580
Electronic Payments	4	4	175.12	EFT*20231007-10
Payroll Vendors	2	2	1,278.00	38552-53
Electronic Payroll	6	6	39,284.58	EFT*202301-06
ACH Direct Deposit	17	17	36,572.49	Direct Deposit 10/05/2023
Total Vouchers	56	123	\$385,043.44	

Void Checks 38444/38495

WE, THE FOLLOWING SIGNEES, APPROVE THE VOUCHERS FOR PAYMENT:

MAYOR: _____

TREASURER: _____

COUNCILOR #1: _____

COUNCILOR #2: _____

COUNCILOR #3: _____

COUNCILOR #4: _____

COUNCILOR #5: _____

Reference	Date	Amount	Notes
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Police Department - John Brockmueller _____

Public Works/Community Development - Bryan Morris _____

Court- Lacie Dewitt _____

City Clerk - Rachelle Denham: _____

DATED THIS _DAY OF _____, 2023

WARRANT PROCESSING AGREEMENT

This agreement made and entered into this ____ day of _____, 2023, is by and between Lewis County, a political subdivision of the State of Washington and a municipal corporation (referred to herein as “County”) and the City of Napavine, a municipal corporation (referred to herein as “City”). This agreement is made pursuant to authority conferred by Ch. 39.34 RCW and other state law.

WHEREAS the County and City each have general authority Washington law enforcement agencies and each employ police officers having authority to execute arrest warrants and serve domestic violence and harassment orders;

NOW, THEREFORE, in consideration of the mutual promise contained herein, the parties mutually agree as follow:

1. **GENERAL:** That the Lewis County Sheriff’s Office shall provide administrative services with respect to domestic violence and harassment orders issued by the Superior and District Courts of Lewis County and with respect to warrants issued by the Municipal Court of the City of Napavine. Such services shall include maintenance of custody during the life of such warrants and related services pertaining to reporting into the State WACIC system, notification of city peace officers of the warrants and other services as detailed herein.

2. **PAYMENT:** The City shall pay County \$20 for each warrant and harassment/protection order delivered to custody of County from and after January 1, 2024. The County shall bill City quarterly for any and all warrants and orders processed in the ensuing quarter. City shall issue its payment no

more than 15 days after billing in January, April, July, and October, for warrant services.

3. DURATION: The duration of this agreement shall be from the first (1st) day of January, 2024, until the thirty-first (31st) day of December, 2024, provided that this agreement shall be renewed on a yearly basis thereafter unless otherwise modified or terminated, provided that the renegotiation of the fees and charges recited herein shall be conducted at the request of either party no later than September 1st to be included in the budget process for the succeeding year.

4. COUNTY'S DUTIES: County shall physically locate all warrants in the Lewis County Jail.

The County Sheriff's Office shall:

- a. Complete a warrant worksheet and file all warrants by name in a central repository in the Lewis County Jail.
- b. Enter all warrants into the WACIC system within three days of receipt from the City Municipal Court and shall make all data entry changes on all such warrants by the end of the next business day as necessary for clearing, canceling, and modifying such warrants and shall audit all files to WACIC specifications.
- c. Provide immediate confirmation of all warrants on file on a 24 hour per day basis.

- d. Provide teletype copies of warrants on file to all law enforcement agencies not in Lewis County when needed in connection with the arrest of a subject on the basis of a Napavine Municipal Court warrant.
- e. Notify the Napavine Court when a subject is arrested on the warrant outside of Lewis County and the subject is returned to Lewis County Jail.
- f. Maintain files for all domestic violence, harassment orders, and no contact orders issued by the Superior Court, District Court and Municipal Court on individuals who reside within the corporate city limits of the City of Napavine.
- g. Remove from the statewide computer (Access/WACIC) any quashed, recalled or invalid warrants or orders within eight business hours of the City's notification to the County a warrant has been quashed, recalled or invalid.

5. CITY'S DUTIES:

The City Municipal Court shall:

- a. Transfer warrants issued by the Napavine Municipal Court to the Lewis County Jail.
- b. Receive from the Lewis County Jail and return all served, quashed, canceled or recalled warrants.

- c. Serve as necessary domestic violence and harassment orders on individuals residing within the corporate limits of the City of Napavine.
- d. The City shall notify the warrants division at the Lewis County Jail on the same day the judge orders such warrant or order quashed, recalled or invalid. Notification as used in this section may be written, via facsimile or by other electronic means providing a record.

6. DEFENSE AND INDEMNITY AGREEMENT: City agrees to defend, indemnify and save harmless the County, its appointed and elective officer and employees, from and against all loss or expense, including but not limited to judgments, settlements, attorney's fees and costs by reason of any and all claims and demands upon the County, its elected or appointed officials or employees for damages because of personal or bodily injury, including death at any time resulting therefrom, sustained by any person or persons and on account of damage to property including loss of use thereof whether such injury to persons or damage to property is due to the negligence of the City, its subcontractors, its successor or assigns, or its agents, except only such injury or damage as shall have been occasioned by the sole negligence of the County, its appointed or elected officials or employees. It is further provided that no liability shall attach to the County by reason of entering into this contract, except as expressly provided therein.

7. DISCLAIMER: Nothing in this agreement shall be construed as to infer any responsibility on the part of the Lewis County Sheriff's Office to transport prisoners to and from Napavine Municipal Court.

8. MODIFICATION: Modification of this agreement may be accomplished by written agreement between the County and the City, and no oral understandings or agreements shall suffice to alter the terms of this agreement.

9. TERMINATION: Termination of this agreement by either party may be accomplished upon thirty (30) days written notice to the other party stating the reason for said termination.

10. PROPERTY: It is not anticipated that any real or personal property will be jointly acquired or purchased by the parties solely because of this agreement.

In witness whereof, the parties hereto have executed this agreement to become effective as provided herein.

Attest

City of Napavine

City Clerk

Mayor

Approved as to form:

Lewis County by:

City Attorney

Robert R. Snaza, Sheriff
Lewis County Sheriff's Office

Approved as to form:

Deputy Prosecuting Attorney

ORDINANCE NO. 651

AN ORDINANCE OF THE CITY OF NAPAVINE, WASHINGTON, REPEALING AND REPLACING TITLE 14 OF THE NAPAVINE MUNICIPAL CODE, WHICH IS DESIGNATED AS THE NAPAVINE CRITICAL AREAS ORDINANCE (NCAO) AMENDING ORDINANCE NO. 594 AS NECESSARY; REPEALING ORDINANCE NO. 464; AND ESTABLISHING AN EFFECTIVE DATE AND PROVIDING FOR SEVERABILITY.

RECITALS:

WHEREAS, the City of Napavine, Washington (the “City”) is a Code City under the laws of the State of Washington; and

WHEREAS, pursuant to RCW 35A.11.020, the City may adopt and enforce ordinances of all kinds relating to and regulating the City’s local or municipal affairs and appropriate to the good government of the City; and

WHEREAS, all references herein to “NMC” shall mean the “Napavine Municipal Code,” and

WHEREAS, Title 14 is entitled “MISCELLANEOUS PROVISIONS”; and

WHEREAS, Chapter 14.10 is entitled “NAPAVINE CRITICAL AREAS ORDINANCE (NCAO)”; and

WHEREAS, Ordinance No. 464, as codified at Title 14 of the Napavine Municipal Code, was enacted on March 26, 2019, pursuant to Ordinance No. 594; and

WHEREAS, the Council desires to adopt a new Critical Areas Ordinance, as set forth herein.

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

Section 1. Ordinance No 464, as adopted by Ordinance No. 594 and codified in Title 14 of the Napavine Municipal Code, is hereby repealed in its entirety and replaced with the following:

TITLE 14 – CRITICAL AREAS

CHAPTER 14.10

NAPAVINE CRITICAL AREAS ORDINANCE (NCAO)

14.10.010	Authority and Title
14.10.020	Purpose
14.10.030	Definitions
14.10.040	Applicability and Critical Areas Maps
14.10.050	Uses
14.10.060	Variances
14.10.070	Exemptions
14.10.080	Reasonable Use Exemption
14.10.090	Best Available Science
14.10.100	Development Standards
14.10.110	Mitigation
14.10.120	Critical Lands
	A. Critical Aquifer Recharge Areas
	B. Fish and Wildlife Habitat Conservation Areas
	C. Frequently Flooded Areas
	D. Geologically Hazardous Areas
	E. Wetlands
14.10.130	Residential Density Transfer
14.10.140	Selective Timber Harvesting on Critical Lands
14.10.150	Application Fees
14.10.160	Bonds to Insure Mitigation, Maintenance and Monitoring
14.10.170	Critical Area Inspections

14.10.010

Authority and Title

This chapter is established pursuant to RCW 36.70A.060. Chapter 14.10 is known as the Napavine Critical Areas Ordinance.

14.10.020

Purpose

The purpose of this chapter is to implement the open space policies of the Napavine Comprehensive Plan and the elements of the Washington State Growth Management Act.

Critical areas are valuable and potentially fragile natural resources that, in their natural state, provide many valuable social and ecological functions. The attendant buffers of critical areas are essential to the maintenance and protection of the functions and values of critical areas. The loss of social and ecological functions provided by critical areas, especially wetlands, riparian zones, and fish and wildlife habitat results in a detriment to public safety and welfare.

Critical areas help to relieve the burdens on the people of Napavine which urban development can create including congestion, noise and odors, air pollution, and water quality degradation.

Critical areas serve several important urban design functions. They provide: (1) open space corridors separating and defining developed areas within the city; (2) views and edges which enhance property values and quality of life in developed neighborhoods; (3) educational opportunities for the citizens of Napavine and (4) accessible areas for residents to stroll, hike, and enjoy Napavine's valuable natural features.

Conservation of critical areas has associated natural resource benefits, including improved air and water quality, maintenance of fish and wildlife habitat, decreased erosion and sedimentation to streams, absorption of pollutants and preservation of priority, threatened, or endangered plant and animal species.

The intent of this ordinance is for the City of Napavine (or Administrator) to achieve no net loss of wetlands, floodplains, fish and wildlife habitat areas, and riparian zones and to avoid significant adverse impacts to geologically hazardous areas and aquifer recharge/wellhead protection areas.

The city's preferred strategy to achieve no net loss is to avoid adverse impacts to critical areas and buffers. However, the city recognizes that there are situations and circumstances where avoidance is not practicable whereupon the intent of this chapter is to minimize and mitigate the environmental impacts of development within and adjacent to critical areas and buffers.

This chapter is based upon two equally important principles: the protection of individual property rights, and the protection of critical areas consistent with state law throughout the urban area. This chapter attempts to promote a balance between private use of critical areas and the maintenance of the natural appearance and functional values inherent in critical areas.

Development limitations on critical areas reduce the need to require additional studies to ensure

compliance with the State Environmental Policy Act (SEPA) process as well as other state and federal environmental regulations.

14.10.030 Definitions

For the purpose of this chapter, the definitions set forth in this chapter shall apply. Unless specifically defined in this chapter, words or phrases used in this chapter shall be interpreted so as to give them the meaning they have in common usage and to give this title its most reasonable application.

“Administrator” means the Community Development Director or his or her designee.

“Aesthetics” means a characteristic of development or the environment, relating to physical beauty.

“Agricultural Uses” (Reserved)

“Alter” means to adjust, modify, or rework a structure or parcel of land.

“Alteration” means any human-induced change in an existing condition of a critical area or its buffer. Alterations include, but are not limited to, grading, filling, channelizing, dredging, clearing of vegetation, construction, compaction, excavation, or any other activity that changes the character of the critical area or its buffer.

“Anadromous” means fish that migrate up rivers and streams from the ocean to breed in fresh water.

“Aquifer” means a saturated permeable geologic unit that can transfer substantial quantities of water under ordinary hydraulic gradients.

“Aquifer Recharge Area” means the area in which rainwater and other surface waters percolate downward through surface soil and underlying geologic formations that are permeable enough to allow significant additions of water to an underlying aquifer.

“Area of Shallow Flooding” means areas designated AO or AH Zone on the flood insurance rate map (FIRM). The base flood depths range from one to three feet, a clearly defined channel does not exist, the path of flooding is unpredictable and indeterminate, and velocity flow may be evident. AO is characterized as sheet flow and AH indicated ponding.

“Area of Special Flood Hazard” means the land in the flood plain subject to a one percent chance or greater of flooding in any given year, as shown on flood insurance rate maps (FIRM), or except as otherwise determined by the Federal Emergency Management Agency (FEMA).

“Base Flood” means a flood having a one percent chance of being equaled or exceeded in any given year. Also referred to as the “100-year” flood.

“Basement” means any floor level below the first story in a building, except that a floor level in a building having only one floor level shall be classified as a basement unless such floor level qualifies as a first story as defined herein.

“Best Available Information” means data other than official flood insurance rate map data from federal, state, or other sources, provided this data has either been generated using technically defensible methods or is based on reasonable historical analysis and experience.

“Best available science” means current scientific information used in the process of designating, protecting, or restoring critical areas; that is, scientific information derived from a valid scientific process as defined by WAC 365-195-900 through 925.

“Best Management Practices (BMPs),” means conservation practices or systems of practices and management measures that:

- (a) Control soil loss and reduce water quality degradation caused by high concentrations of nutrients, animal waste, toxics, or sediment;
- (b) Minimize adverse impacts to surface water and ground water flow and circulation patterns and to the chemical, physical, and biological characteristics of wetlands;
- (c) Protect trees, vegetation, and soils designated to be retained during and following site construction and use native plant species appropriate to the site for re-vegetation of disturbed areas; and
- (d) Provide standards for proper use of chemical herbicides within critical areas.

“Buffer or Buffer Area” means vegetated areas adjacent to wetlands or other aquatic resources that can reduce impacts from adjacent land uses through various physical, chemical, and/or biological processes.

“Channel Migration Zone” means the area along a river or stream within which the channel can reasonably be expected to migrate over time as a result of normally occurring processes. It encompasses an area of current and historic lateral stream channel movement that is subject to erosion, bank destabilization, rapid stream incision, and/or channel shifting, as well as adjacent areas that are susceptible to channel erosion.

“City” means a Class 4 municipality governed by the mayor and Napavine city council, or the city designee.

“The Clean Water Act (CWA)” means the federal law that establishes the basic structure for regulating discharges of pollutants into the waters of the United States and regulating quality standards for surface waters. Under the CWA, the federal Environmental Protection Agency has implemented pollution control programs such as setting wastewater standards for industry. The EPA has also developed national water quality criteria recommendations for pollutants in surface waters.

“Clearing” means the act of removing existing vegetations, structures or other items from a site prior to undertaking land improvements.

“Coastal High Hazard Area” means the area subject to high velocity water, including but not limited to, storm surge or tsunamis. This area is designated on a flood insurance rate map (FIRM) as Zone V1-30, VE or V.

“Compensatory Mitigation” means the restoration (re-establishment or rehabilitation), establishment (creation), enhancement, and/or in certain circumstances preservation of wetlands for the purposes of offsetting unavoidable adverse impacts that remain after all appropriate and practicable avoidance and minimization has been achieved.

“Conservation Covenant” means a recorded instrument entered in pursuant to a condition of approving a triggering application.

“Start of Construction” means the date the building permit was issued, provided the actual start of construction, placement of a manufactured home on a foundation, or other permanent construction beyond the stage of excavation, was within 180 days of the permit date. The actual start means either the first placement of permanent construction of structure on a site, such as the pouring of slab or footings, the installation of piles, the construction of columns, or any work beyond the stage of excavation, or the placement of a manufactured home on a foundation.

“Permanent construction” does not include:

- a. Land preparation, such as clearing, grading and filling;
- b. Installation of streets and/or walkways;
- c. Excavation for a basement, footings, piers, or foundation, or the erection of temporary forms; and
- d. Construction of accessory buildings, such as garages or sheds not occupied as dwelling units or not part of the main structure.

“Council” means the council of the City of Napavine.

“Cowardin Classification” means the first commonly used classification system for wetlands. It was first developed in 1979 by the U.S. Fish and Wildlife Service and updated in 2013(Federal Geographic Data Committee, 2013). The Cowardin system classifies wetlands based on water flow, substrate types, vegetation types, and dominant plant species.

“Critical Areas” means any of the following areas or ecosystems: wetlands, critical aquifer recharge areas, streams, fish and wildlife habitat conservation areas, frequently flooded areas, and geologically hazardous areas as defined by the Growth Management Act (RCW 36.70A.170).

“Critical Area functions” means the physical, chemical, and biological processes or attributes of a critical area.

“Critical Area Values” means the critical area processes or attributes that are valuable or beneficial to society.

“Critical Facility” means a facility for which even a slight chance of flooding or geological hazard

would be too great. Critical facilities include but are not limited to schools, hospitals, police, fire, and emergency response installations, nursing homes, and installations which produce, use or store hazardous materials or hazardous waste.

“Critical Habitat” means a specific geographic area that contains features essential to the conservation of an endangered or threatened species and may require special management and protection. Critical habitat may also include areas that are not currently occupied by the species but are needed for its recovery. (USFWS)

“Creation” means the manipulation of the physical, chemical, or biological characteristics present to develop a wetland that did not previously exist at an upland site. Creation results in a gain in wetland area and functions. A typical action is the excavation of upland soils to elevations that will produce a wetland hydroperiod and hydric soils, and support the growth of hydrophytic plant species.

“Cumulative Impacts” means the combined, incremental effects of human activity on critical area functions and values. Cumulative impacts result when the effects of an action are added to or interact with the effects of other actions at a particular place over time.

“Dangerous Wastes” means those wastes designated in WAC 173-303-070 through 173-303-120 as dangerous or extremely hazardous or mixed waste. As used in Chapter 173-303 WAC, the words “dangerous waste” will refer to the full universe of wastes regulated by that chapter, and will be used interchangeably with “hazardous waste.”

“Design Storm” means a prescribed hyetograph and total precipitation amount (for a specific duration recurrence frequency) used to estimate runoff for a hypothetical storm of interest or concern for the purposes of analyzing existing drainage, designing new drainage facilities, or assessing other impacts of a proposed project on the flow of surface water. (A hyetograph is a graph of percentages of total precipitation for a series of time steps representing the total time during which the precipitation occurs).

“Detention Facility” means an above- or below-ground facility, such as a pond or tank, that temporarily stores storm water runoff and subsequently releases it at a slower rate than it is collected by the drainage facility system. There is little or no infiltration of stored storm water.

“Development” means any manmade change to improved or unimproved real estate, including but not limited to buildings or other structures, mining, dredging, filling, grading, paving, excavation or drilling operations located within the area of special flood hazard.

“Development Rights” means a legal claim to convert a tract of land to a specific purpose by construction, installation, or alteration of a building or other structure.

“Domestic Animal” means an animal normally kept incidental to a single-family dwelling. Included are dogs and cats; excluded are wild or exotic animals, horses and cows, chickens, goats, or other similar animals.

“Drainage” means the removal of surface water or groundwater from land by drains, grading, or other means. Drainage includes the control of runoff to minimize erosion and sedimentation during and after development and includes the means necessary for water supply preservation, prevention, or alleviation of flooding.

“Drainage Basin Elevation” means a geographic and hydrologic subunit of a watershed.

“Elevation” means: (1) The vertical distance above or below a fixed reference level or, (2) a flat scale drawing of the front, rear, or side of a building or structure.

“Emergencies” means those activities necessary to prevent an immediate threat to public health, safety, or welfare, or that pose an immediate risk of damage to private property and that require remedial or preventive action in a timeframe too short to allow for compliance with the requirements of the critical areas regulations.

“Emergent Wetland” means a wetland with at least 30 percent of the surface area covered by erect, rooted, herbaceous vegetation as the uppermost vegetative strata.

“Endangered Species” means fish and wildlife species native to Washington that are seriously threatened with extinction throughout all or a significant part of their ranges within the state.

“Energy-efficient structure” means a structure designed and built to comply with the annual thermal performance standards established by the Northwest Power Planning Council as the Model Conservation Standards.

“Enhancement” means the manipulation of the physical, chemical, or biological characteristics of a wetland to heighten, intensify, or improve specific function(s). Enhancement results in the gain of selected function(s), but may also lead to a decline in other function(s). Enhancement does not result in a gain in wetland area.

“Environment” means the physical, social, and economic conditions that exist within the area which will be affected by a proposed project.

“Potential Environmentally Sensitive Lands” means lands shown on the city zoning map as an overlay to demonstrate areas which may contain wetlands, steep slopes, or other similar environmentally critical features which may limit or prevent construction.

“Erosion” means the detachment and movement of soil or rock fragments by water, wind, and/or gravity.

“Erosion Control” means on-site and off-site control measures that are needed to control conveyance and/or deposition of earth, turbidity, or pollutants after development, construction, or restoration.

“Erosion Hazard Areas” means those areas identified by the United States Department of

Agriculture Soil Conservation Service as having severe or moderate rill and inter-rill erosion hazard and areas subject to sever of moderate stream bank erosion.

“Exotic” means any species of plants or animals that are not native to the watershed.

“Fill” means earth or any other approved substance or material.

“Fish and Wildlife Conservation Areas” means land which meets the definition thereof pursuant to WAC 365-190-080(5) and includes all lands within the following categories:

1. Areas with which endangered, threatened, and sensitive species have a primary association including areas with which “priority species” as defined by the Washington Department of Wildlife have a primary association.
2. “Priority Habitats” as identified by the Washington Department of Fish and Wildlife. Priority habitats are areas with one or more of the following attributes pertaining to state species listed as endangered or threatened: comparatively high wildlife density, high wildlife species richness, significant wildlife species richness, significant wildlife breeding habitat, significant wildlife seasonal ranges, significant movement corridors for wildlife, limited availability, and/or high vulnerability.
3. Naturally occurring ponds under 20 acres and their submerged aquatic beds that provide fish or wildlife habitat. These do not include ponds deliberately designed and created from dry sites such as canals, detention facilities, wastewater treatment facilities, farm ponds, temporary construction pond of less than three years’ duration, and landscape amenities. However, naturally occurring ponds shall include those artificial ponds intentionally created with the approval of a regulatory authority from dry areas to mitigate adverse impact upon other ponds.
4. Lakes, ponds, streams, and rivers planted with game fish as defined by RCW 77.08.020, including fish planted under auspices of federal, state local, or tribal programs, or which support priority fish species as identified by the Washington Department of Fish and Wildlife.
5. Habitats and species of local importance, as designated in this Chapter.
6. Waters of the state as defined in Title 222 WAC.
7. State natural area preserves and natural resource conservation areas.

“Flood” or “Flooding” means a general or temporary condition of partial or complete inundation of normal dry land areas from the overflow of inland water and/or the unusual and rapid accumulation of runoff of surface waters from any source.

“Flood Insurance Rate Map (FIRM)” means the official map on which the Federal Insurance Administration has delineated both the areas of special flood hazards and the risk premium zones applicable to the community.

“Flood Insurance Study” means the official report provided by the Federal Insurance Administration that includes flood profiles, the flood boundary-floodway map, and the water surface elevation of the base flood.

“Flood Protection Elevation” means one foot above the base flood elevation.

“Flooded Frequently” means a flooding class in which flooding is likely to occur often under normal weather conditions (more than 50 percent chance of flooding in any year of more than 50 times in 100 years).

“Floodway” means the area that has been established in effective federal emergency management agency flood insurance rate maps or floodway maps. The floodway does not include lands that can reasonably be expected to be protected from flood waters by flood control devices maintained by or maintained under license from the federal government, the state, or a political subdivision of the state that can reasonably be expected to be protected from flood waters by flood control devices maintained by or maintained under license from the federal government, the state, or a political subdivision of the state.

“Designated Floodway” means the regulatory floodway that has been delineated on the FIRM of the flood boundary-floodway map (FBFM) or a community’s flood insurance study and is included in the community’s flood damage prevention ordinance.

“Floodway Fringe” means the land between the boundary of the floodway and the limits of the 100-year floodplain. In those special flood hazard areas where the floodway boundary is not delineated upon flood insurance study maps, the floodway fringe area shall be determined by the use of other base flood data.

“Floodplain”, synonymous with “One Hundred (100) Year Flood Plain”, means that a land area is susceptible to inundation with a one (1) percent chance of being equaled or exceeded in any given year. The limit of this area shall be based upon flood ordinance regulation maps.

“Floor (lowest)” means the lowest floor of the lowest enclosed area (including basement). An unfinished or flood resistant enclosure, usable solely for parking of vehicles, building access or storage, in an area other than a basement area, is not considered a building’s lowest floor; provided, that such enclosure is not built so as to render the structure in violation of the applicable nonelevation design requirements of this title.

“Function(s) and Value(s)” means the services provided by critical areas to society, including, but not limited to, improving and maintaining water quality, providing fish and wildlife habitat, supporting terrestrial and aquatic food chains, reducing flooding and erosive flows, wave attenuation, historical or archaeological importance, educational opportunities, and recreation.

“Groundwater” means the portion of water contained in interconnected pores or fractures in a saturated zone or stratum located beneath the surface of the earth or below a surface water body.

“Groundwater Management” means the management and coordination of groundwater regulations, strategies, policies, and technical information for the protection and use of groundwater resources.

“Habitat” means the environment occupied by individuals of a particular species, population, or community.

“Local Habitat Area” means an area that contains sufficient food, water or cover for native terrestrial or aquatic species that the City of Napavine has identified in this chapter as being significant local concern.

“Landslide Hazard Areas” means areas potentially subject to landslides based on a combination of geologic, topographic, and hydro geologic factors. They include areas susceptible because of any combination of bedrock, soil, slope (gradient), slope aspect, structure, hydrology, or other factors.

“Habitat Management Plan” means a plan prepared for a regulated wildlife habitat critical area and intended to provide for the site- specific protection of endangered, threatened, and sensitive species and their habitats. The plans are to be based on the unique characteristics of the species, as well as surrounding land uses in relation to the proposed activity and landowner goals.

“Priority Habitat” is a habitat type with unique or significant value to many species. An area identified and mapped as priority habitat has one or more of the following attributes: comparatively high fish and wildlife density, comparatively high fish and wildlife species diversity, important fish and wildlife breeding habitat, important fish and wildlife seasonal ranges, limited availability, high vulnerability to habitat alteration, or unique or dependent species. The Washington State Department of Fish and Wildlife maintains a list of maps and priority species that occur within the state and Napavine.

“Riparian Habitat Area” is defined as areas adjacent to aquatic systems with flowing water (e.g., rivers, perennial or intermittent streams, seeps, springs) that contain elements of both aquatic and terrestrial ecosystems which mutually influence each other.

“Geologically Hazardous Areas” means areas that, because of their susceptibility to erosion, sliding, earthquake, or other geological events, are not suited to the siting of commercial, residential, or industrial development consistent with public health or safety concerns.

“Hazard Tree” means any tree that is susceptible to immediate fall due to its condition (damaged, diseased, or dead) or other factors and which because of its location is at risk of damaging permanent physical improvements to property or causing personal injury.

“Hazardous Substances” means any liquid, solid, gas or sludge including material, substance, product, commodity, or waste, regardless of quantity, which exhibits any of the physical, chemical, or biological properties described in WAC 173-303-090 or 173-303-100.

“Hazardous Waste” means all dangerous and extremely hazardous waste as defined in RCW 70A.300.010 except for moderate-risk waste. RCW 70A.300.010 is adopted by reference for the purposes of this definition.

“Hazardous Waste Treatment” means the physical, chemical, or biological processing of dangerous waste to make wastes non-dangerous or less dangerous, safer for transport, amenable for energy or material resource recovery, amenable for storage, or reduced in volume.

“Hazardous Waste Storage” means the holding of dangerous waste for a temporary period as regulated by State Dangerous Waste Regulations, Chapter 173-303 WAC. For purposes of this title, Chapter 173-303 WAC as existing and hereafter amended is adopted by reference.

“Headwaters” means springs, lakes, ponds, or wetlands providing significant sources of water to a stream.

“Hydric Soil” means soil that is saturated, flooded, or ponded long enough during the growing season to develop anaerobic conditions in the upper part. The presence of a hydric soil shall be determined following the methods described in the Washington State Wetland Identification and Delineation Manual (RCW 90.58.380).

“Hydrophytic Vegetation” means macro phytic plant life growing in water or on a substrate that is at least periodically deficient in oxygen as a result of excessive water content. The presence of hydrophytic vegetation shall be determined following the methods described in the wetlands delineation manual.

“Impervious Surface” means a hard surface that either prevents or retards the entry of water into the soil mantle as under natural conditions prior to development or that causes water to run off the surface in greater quantities or at an increased rate of flow compared to natural conditions prior to development. Common impervious surfaces may include, but are not limited to, roof tops, walkways, patios, driveways, parking lots or storage areas, concrete or asphalt paving, gravel roads, packed earthen materials, and oiled macadam or other surfaces which similarly impede the natural infiltration of storm water. Impervious surfaces do not include surface created through proven low impact development techniques.

“Improvement” means any building, structure, place, work of art, or other object constituting a physical betterment of real property, or any part of such betterment.

“Infiltration” means the downward entry of water into the immediate surface of soil.

“Intermittent Stream” means surface streams with no measurable flow during 30 consecutive days in a normal water year.

“JARPA” means Joint Aquatics Resource Permit Application.

“Land Clearing” means the exposure of earth by the removal of vegetative cover of any kind.

“Land Disturbing Activity” means any activity that results in a change in the existing soil cover (both vegetative and non-vegetative) and/or the existing soil topography. Land disturbing activities include, but are not limited to, demolition, construction, clearing, grading, filling, and excavation.

“Manufactured Home” means a structure, transportable in one or more sections, which is built on a permanent chassis and is designed for use with or without a permanent foundation when connected to the required utilities. For floodplain management purposes the term “manufactured

home” also includes park trailers, travel trailers, and other similar vehicles placed on a site for greater than 180 consecutive days. For insurance purposes the term “manufactured home” does not include park trailers, travel trailers, and other similar vehicles.

“Minimizing Impacts to Wetlands or Buffers” means:

1. Using appropriate and best available technology or best available science;
2. Taking affirmative steps to avoid or reduce impacts;
3. Sensitive site design and siting of facilities and construction staging areas away from regulated wetlands and their buffers;
4. Providing protective measures such as siltation curtains, hay bales and other siltation prevention measures, scheduling the regulated activity to avoid interference with wildlife and fisheries rearing, resting, nesting, or spawning activities;
5. Not jeopardizing the continued existence of endangered, threatened, rare, sensitive, or monitor species as listed by the federal government or the state of Washington.

“Mitigation” means actions taken to replace, compensate for, or enhance critical area functions impacted by a land use development permitted under this chapter.

“Mitigation Sequence” means the order of action that the approving agency shall require so as to avoid or compensate for impacts to critical areas resulting from the proposed project activity. The type(s) of mitigation required shall be considered and implemented where feasible, as determined by the Administrator, in the following sequential order of preference. As defined in WAC 197-11-768, mitigation means:

- Avoiding the impact altogether by not taking a certain action or parts of an action;
- Minimizing impacts by limiting the degree or magnitude of the action and its implementation by using appropriate technology or by taking affirmative steps to avoid or reduce impacts;
- Rectifying the impact to wetlands, critical aquifer recharge areas, and habitat conservation areas by repairing, rehabilitating, or restoring the affected environment;
- Reducing or eliminating the impact or hazard over time by preservation and maintenance operations during the life of the action;
- Compensating for the impact by replacing, enhancing, or providing substitute resources or environments; and/or
- Monitoring the impact and taking remedial action when necessary.

“Monitoring” means evaluating the impacts on the biological, hydrological, and geological elements of development proposals, and assessing the performance of required mitigation measures through the collection and analysis of data by various methods for the purpose of understanding and documenting changes in natural ecosystems and features. Monitoring includes gathering baseline data.

“National Wetland Inventory (NWI)” means a publicly available resource provided by the U.S. Fish and Wildlife Service that provides detailed information and maps showing the abundance, characteristics, and distribution of U.S. wetlands.

“Native Vegetation” means plant species that occur naturally in a particular region or environment

and were present before European colonization.

“New Construction” means structures for which the “start of construction” commenced on or after the effective date of this title.

“Non-Federally Regulated Wetland” means a wetland that is not jurisdictional under federal regulations. Sometimes referred to as “isolated wetlands,” these wetlands remain regulated under state and local laws and rules, whether or not they are protected by federal law.

“Normal Water Year” means a 12-month period (October 1st through September 30th) with average precipitation based upon data from the past 50 years.

“Obligate,” “Facultative Wet,” and “Facultative” mean groupings of plants according to their frequency of occurrence in wetlands. Obligate wetland plants almost always occur in wetlands under natural conditions. Facultative wet plants usually occur in wetlands. Facultative plants are equally likely to occur in wetlands or non-wetlands. Such groupings are more fully defined in the wetland’s delineation manual.

“Off-Site Compensatory Mitigation” means the replacement of critical areas away from the site on which a critical area has been impacted.

“On-Site Compensatory Mitigation” means the replacement of critical areas at or adjacent to the site on which a critical area has been impacted.

“Open Space” means an area that is intended to provide light and air, and is designed for environmental, scenic or recreational purposes. Open space may include, but is not limited to: lawns, decorative planting, walkways, active and passive recreation areas, golf courses, playgrounds, fountains, swimming pools, wooded areas, water courses, driveways, and other surfaces designed or intended for vehicular travel, but shall not include any required off-street parking areas.

“Common Open Space” means an area within or related to a development, not in individually owned lots or dedicated for public use, but that is designed and intended for the common use and enjoyment of the residents of the development.

“Open water” when not specifically defined by the rating criteria, means a proportion of open water to vegetative cover equal to 25 percent to 75 percent of the total wetland area during a majority of the normal water year.

“Ordinary High-Water Mark (OHWM)” under the Shoreline Management Act, means that mark which is found by examining the bed and banks of water bodies and ascertaining where the presence and action of waters are so common and usual, and so long continued in all ordinary years, that the soil has a character distinct from that of the abutting upland in respect to vegetation.

“Peer review” means the assessment of the work produced by a qualified professional by one or

more additional professionals qualified in the same area of expertise, consistent with the requirements of this chapter. A qualified professional for the purposes of peer review shall be a neutral third party independent from the city and the applicant.

In the event that the Administrator requires “peer review” of a report submitted by an applicant, the peer review process shall be accomplished in one of two manners:

1. The applicant may elect to use a Washington State agency, responsible for the oversight of the critical area in question, e.g., Department of Ecology, Department of Fish and Wildlife, etc. The applicant shall request in writing that the City suspend processing of the underlying land use application until the qualified state agency releases its final peer review report on the applicant’s report in question. The Administrator shall accept the peer review report produced by the state agency.
2. In the event that the applicant does not elect to rely upon state agency review, the Administrator shall select the qualified professional and the applicant shall reimburse the City for the services and expenses of the peer review person(s). The Administrator shall not issue land use approval until it has been fully reimbursed for said fees and services. The peer review process shall take place within the timelines established for the land use application in question. The Administrator may elect to accept the peer reviewed report or the applicant’s report.

“Permit” means any license, certificate, approval, or other entitlement for user granted by any public agency.

“Person” means an individual, partnership, corporation, association, organization, cooperative, public or municipal corporation, or any agency of the state or local governmental unit however designated.

“Preservation (Protection/Maintenance)” means removing a threat to, or preventing the decline of wetland conditions by an action in or near a wetland. This includes the purchase of land or easements, repairing water control structures or fences, or structural protection such as repairing a barrier island. Preservation does not result in a gain of wetland acres, may result in a gain in functions, and will be used only in exceptional circumstances.

“Project Areas” means all areas, including those within fifty (50) feet of the area, proposed to be disturbed, altered, or used by the proposed activity or the construction of any proposed structures. When the action binds the land, such as a subdivision, short subdivision, binding site plan, planned unit development, or rezone, the project area shall include the entire parcel, at a minimum.

“Protection” means action to avoid or mitigate impacts to in order to preserve the structure, values, and function of the natural environment.

“Qualified Professional” means a person with a minimum of two- years of work experience and professional degrees and/or training pertaining to the critical area in question, with experience in performing delineations, analyzing critical area functions and values, analyzing critical area impacts, and recommending critical area mitigation and restoration. The Administrator may require professionals to demonstrate the basis for qualifications and shall make final

determination as to qualifications.

1. Aquifer recharge. A qualified professional for critical aquifer recharge areas means a Washington State licensed hydro geologist, geologist, or a professional engineer, with specific education and demonstrated professional competence related to groundwater hazards.
2. Habitat conservation. A qualified professional for habitat conservation areas must have a degree in wildlife biology, ecology, fisheries, or closely related field and demonstrated professional experience related to the subject species/habitat type.
3. Geologic hazards. A qualified professional for geologically hazardous areas must be a professional geologist, a professional engineering geologist or a professional engineer, with specific education and demonstrated professional competence related to geologic hazards.
4. Wetlands. A qualified professional generally means a person with at least two years of full-time professional experience and comprehensive training in wetland issues, including experience performing wetland delineations using state and federal manuals, assessing wetland function and values, analyzing wetland impacts, preparing wetland reports, developing and implementing mitigation plans, and recommending and designing wetland mitigation projects.

“Rainy Season” means the season which extends from November 1st through April 30th of the following year.

“Re-Establishment” means the manipulation of the physical, chemical, or biological characteristics of a site with the goal of returning natural/historic functions (and environmental processes) to a former wetland. Re-establishment results in rebuilding a former wetland and results in a gain in wetland area and functions.

“Rehabilitation” means the manipulation of the physical, chemical, or biological characteristics of a site with the goal of repairing natural/historic functions (and environmental processes) to a degraded wetland. Rehabilitation results in a gain in wetland function, but does not result in a gain in wetland acres.

“Repair” or “Maintenance” means an activity that restores the character, scope, size, and design of a serviceable area, structure, or land use to its previously authorized and undamaged condition. Activities that change the character, size, or scope of a project beyond the original design and drain, dredge, fill, flood, or otherwise alter critical areas are not included in this definition.

“Regulated Activities” means land clearing, grading, placement of fill or waste material, removal of protected native vegetation, construction and other habitat-altering activities.

“Restoration” means measures have been taken to restore an altered or damaged natural feature, including: (a) active steps taken to restore damaged wetlands, streams, protected habitat, or their buffers to the functioning condition that existed prior to an unauthorized alteration; and (b) actions performed to re-establish structural and functional characteristics of a critical area that have been lost by alteration, past management activities, or catastrophic events.

“Revised Code of Washington (RCW)” means a compilation of all permanent Washington state

laws currently in force.

“Shoreline Management Act (SMA)” means the law that requires all counties, towns, and cities with shorelines to develop and implement shoreline master programs (Chapter 90.58 RCW).

“Unstable Slope” means sloping areas of land which have in the past exhibited, are currently exhibiting, or will likely in the future exhibit movement of earth.

“SEPA” means State Environmental Policy Act, Title 43.21C RCW and Chapter 197-11 WAC.

“Soil Removal” means the removal of any kind of soil or earth matter, including top soil, sand, gravel, clay, rock or similar materials or combination thereof, except common household gardening.

“Solar Access” means the availability of direct sunlight to solar energy systems.

“Listed Species” means state listed species including native fish and 014), Threatened (WAC 220-200-100) or Sensitive (WAC 220-200-100); and includes threatened and endangered species under the Federal Endangered Species Act, 50 C.F.R.17.11 and 50C.F.R.17.12.

“Priority Species” means animal species listed by the Washington State Department of Fish and Wildlife, Priority Habitat and Species Program, that are of concern due to their low population and/or their sensitivity to habitat manipulation.

“Threatened Species” means fish and wildlife which are native to the state of Washington and likely to become endangered in the foreseeable future throughout a significant portion of its range within the state without cooperative management or the removal of threats. Threatened species are legally designated in WAC 220-200-100.

“Sensitive Species” means fish and wildlife species native to Washington that are vulnerable or declining, and are likely to become endangered or threatened in a significant portion of their ranges within the state, without cooperative management or the removal of the threats.

“Storm Water” means that portion of precipitation that does not naturally percolate into the ground or evaporate, but flows via overland flow, interflow, channels, or pipes into a defined surface water channel or constructed infiltration facility.

“Storm Water Management Facilities” means biofiltration swales, filter strips, bubbler diffusers, detention ponds, retention ponds, wet ponds, and similar facilities designed and intended to control and treat storm waters, but do not include ditches designed and intended primarily for conveyance.

“Streams” means an area where open surface water produces a defined channel or bed, not including irrigation ditches, canals, storm or surface water runoff devices, or other entirely artificial watercourses, unless they are used by salmonids, or are used to convey a watercourse that was naturally occurring prior to construction. A channel or bed need not contain water year-round, provided there is evidence of at least intermittent flow during years of normal rainfall.

“Substantial Damage” means damage of any origin sustained by a structure whereby the costs of restoring the structure to its before damaged condition would equal or exceed 50 percent of the market value of the structure before the damage occurred.

“Substantial Improvement” means any repair, reconstruction, or improvement of a structure, the cost of which equals or exceeds 50 percent of the market value of the structure either:

1. Before the improvement or repair is started; or
 2. If the structure has been damaged and is being restored, before the damage occurred.
- For the purpose of this definition “substantial improvement” is considered to occur when the first alteration of any wall, ceiling, floor, or other structural part of the building commences, whether or not that alteration affects the external dimensions of the structure.

“Surface Water” means waters that flow over the land surface and frequently interact with groundwater.

“Swale” means a shallow drainage conveyance with relatively gentle side slopes, generally with flow depths less than one foot.

“System Function and Values” is a technical term used to identify the role of a critical area in a given area as opposed to its mere physical presence and size; used most often when comparing alternatives for mitigation purposes.

“Toe of Slope” means a point or line on the upper surface of a slope where it changes to horizontal or meets the original surface. The outermost inclined surface at the base of a hill; part of a foot slope.

“Topography” means the drawing on a map line that accurately represents particular and consistent elevation levels on the land area depicted on said drawing; also, the actual physical surface’s relief characteristics.

“Triggering Application” means an application for one of the permits or approvals listed in this chapter.

“Unavoidable Impacts” means adverse impacts that remain after all appropriate and practicable avoidance and minimization has been achieved.

“Use” means the purpose for which a property is occupied and utilized, that may include a variety of activities related to the use. Uses may be categorized according to a variety of systems, in a number of manners that emphasize shared characteristics. Land use is typically classified in terms of agricultural, residential, commercial, industrial and open space. Uses may be characterized in terms of high, moderate, and low intensity based on characteristics that impact other uses or activities.

“High Intensity Use(s)” means generally urban uses which, by their nature, have the potential for

substantial effect on critical areas. High intensity uses, where applicable, are defined separately in regulations for individual critical areas.

“Low Intensity Use(s)” means uses, which by their nature, generally have a low level of adverse effect on critical areas. Low intensity uses, where applicable, are defined separately in regulations for individual critical areas.

“Moderate Intensity Use(s)” means uses, which by their nature, generally have a moderate level of adverse effect on critical areas. Moderate intensity uses, where applicable, are defined separately in regulations for individual critical areas.

“Water-Dependent” means a use or a portion of a use that requires direct contact with the water and cannot exist at a non-water location due to the intrinsic nature of its operations.

“Washington Administrative Code (WAC)” means administrative rules implementing state laws.

“Watershed” means a geographic region within which water drains into a particular river, stream, or body of water as identified and numbered by the State of Washington Water Resource Inventory Areas (WRIAs) as defined in Chapter 173-500 WAC.

“Wellhead Protection Area” means the area (surface and subsurface) managed to protect ground water based public water supplies.

“Wetland(s)” means areas that are inundated or saturated by surface water or ground water at a frequency and duration sufficient to support, and that under normal circumstances do support, a prevalence of vegetation typically adapted for life in saturated soil conditions. Wetlands generally include swamps, marshes, bogs, and similar areas. Wetlands do not include those artificial wetlands intentionally created from non-wetland sites, including, but not limited to, irrigation and drainage ditches, grass- lines swales, canals, detention facilities, wastewater treatment facilities, farm ponds, landscape amenities, or those wetlands created after July 1, 1990, that were unintentionally created as a result of the construction of a road, street, or highway. Wetlands may include those artificial wetlands intentionally created from non-wetland areas created to mitigate conversion of wetlands. (RCW 36.70A030 [21]).

“Wetland Classes and Subclasses” means descriptive classes of the wetlands taxonomic classification system of the United States Fish and Wildlife Service (Cowardin, et al. 1978).

“Wetland Delineation Manual” means the Washington State Wetland Identification and Delineation Manual (Publication #96-94) dated March 1997 and supplement, and as subsequently amended.

“Emergent wetland” means a wetland with at least 30 percent to the surface area covered by erect, rooted, herbaceous vegetation as the uppermost vegetative strata.

“Forested Wetland” means wetland with at least 30 percent of the surface area covered by a canopy

of woody obligate, facultative wet, or facultative plants greater than 20 feet in height.

“Wetland Functions” refer to the physical, biological, chemical, and geologic interactions among different components of the environment that occur within a wetland. Wetlands perform many valuable functions which can be grouped into three categories: functions that improve water quality, functions that change the water regime in a watershed such as flood storage, and functions that provide habitat for plants and animals.

“Wetland Values” means wetland processes, characteristics, or attributes that are considered to benefit society.

“Wetland Mitigation Bank” means a site or suite of sites where resources are restored, created, enhanced, and/or preserved, for the purpose of providing compensatory mitigation for impacts. In general, a mitigation bank sells compensatory mitigation credits to permittees whose obligation to provide compensatory mitigation is then transferred to the mitigation bank sponsor. The operation and use of a mitigation bank are governed by a mitigation banking instrument.

“Scrub-Shrub Wetland” means a wetland with at least 30 percent of its surface area covered by woody vegetation less than 20 feet in height as the uppermost strata.

“Wetlands with Special Characteristics for Western Washington” means bogs, estuarine wetlands, forested wetlands, interdunal wetlands, wetlands in coastal lagoons, and Wetlands of High Conservation Value. Detailed information about these individual wetland types is found in the Washington State Wetland Rating System for Western Washington: 2014 Update.

14.10.040 Applicability and Critical Areas Map

A. Applicability. The provisions of this chapter apply to lands within the Napavine corporate limits and urban growth area that are either designated as critical areas and their buffers on the city’s official critical areas maps, or are critical areas and buffers which are identified as part of a project specific application and land use review.

1. Properties containing critical areas are subject to this title.
2. Buffers are protected and impacts to buffers are regulated to help improve the functional values of critical areas.
3. When the requirements of this chapter are more stringent than those of other Napavine codes and regulations, the requirements of this chapter shall apply.
4. Where a site contains two or more critical areas, the site shall meet the minimum standards and requirements for each identified critical area as set forth in this title.

B. Development permit required. The City of Napavine shall not grant any permit, license, or other development approval to alter the condition of any land, water, or vegetation, or to construct or to alter any structure or improvement, nor shall any person alter the condition of any land, water, or vegetation, or construct or alter any structure or improvement for any development proposal within a critical area or its buffer regulated by this chapter, except in compliance with the provisions of this chapter shall be considered a violation and subject to enforcement procedures.

C. State and Federal Agency Review. Compliance with the provisions of this Chapter does not necessarily constitute compliance with other federal, state, and local regulations and permit requirements that may be required (for example, Shoreline Permits, Hydraulic Project Approval (HPA) permits, Clean Water Act Section 404 permit(s) and 401 certification, Ecology Administrative Orders, or NPDES permits). Regulated activities are subject to review and comment as required through the SEPA and/or JARPA review process. The applicant is responsible for complying with these requirements, apart from the process established in this Chapter.

D. Critical Areas. Critical areas include:

1. Wetlands;
2. Aquifer recharge areas;
3. Wellhead protection areas;
4. Fish and wildlife habitat conservation areas;
5. Frequently flooded areas;
6. Geologically hazardous areas; and
7. Slopes with gradient of 30 percent or greater.

E. Map location. The general location of critical areas is depicted on the adopted Napavine critical areas map. The critical areas map is an indicator of probable regulated areas. The precise limits of critical areas and their attendant buffers on a particular parcel of land shall be determined by the applicant prior to approval of a development action on the subject property. Development shall avoid critical areas, and where avoidance is not practical, as determined by the Administrator, development shall minimize adverse impacts to critical areas and buffers, consistent with the provisions of this chapter. To determine whether avoidance is practical, the Administrator shall consider issues such as: the substantial evidence presented by the applicant demonstrating the avoidance measures the applicant considered; the quality of the critical resource and buffer functions and values to be impacted, avoidance of impacts to higher quality resources and buffers is preferred; the nature and extent of mitigation and enhancement measures proposed to compensate for the proposed impact; whether the impacts proposed are necessary to implement the city's capital facilities plan; and other factors determined relevant by the Administrator. The Administrator may also consider the financial implications of avoidance but shall not give private gain greater weight than resource management founded upon best available science. The Community Development Department shall keep on permanent file and maintain the critical areas map.

F. Use of Existing Procedures and Laws. The following laws and procedures shall be used to implement this chapter:

1. Napavine Critical Areas Ordinance (NCAO).
2. The State Environmental Policy Act (SEPA), Chapter 43.21C RCW.
3. The Shoreline Management Act (SMA), Chapter 90.58 RCW.

G. Administration. When the Administration determines a proposed development or activity is within, abutting, or is likely to adversely affect a critical area or buffer pursuant to the provisions of this chapter, the Administrator shall:

1. Determine the likely presence of a Critical Area;
2. Determine the appropriate use as provided in this chapter and require project plans to incorporate appropriate setbacks or buffers to avoid critical areas and meet specific performance standards;
3. Determine appropriate development or mitigation measures or require the applicant to prepare a critical area assessment report;
4. Review and evaluate the proposal, the critical area report, and relative information and:
 - a. Determine whether the development proposal conforms to the purposes and performance standards of the NCAO,
 - b. Assess the potential impacts to the critical area and determine if they can be avoided or minimized,
 - c. Determine whether mitigation proposed by the applicant is sufficient to protect the functions and values of the critical area and public health, safety, and welfare concerns consistent with the goals, purposes, objectives, and requirements of the NCAO; and
 - d. Impose any required conditions to assure compliance with this chapter, including mitigation measures, implementation and monitoring.

H. Critical Area Assessment (CAR)-Authority and Use. When the Administrator determines a proposed development is within, abutting, or is likely to adversely affect a critical area or buffer pursuant to the provisions of this chapter, the Administrator shall have the authority to require a Critical Area Report (CAR). A qualified professional shall prepare the report that includes a reasonable level of technical study and analysis to protect the public health, safety and welfare as well as Critical Area protection. The intent of these provisions is to require a reasonable level of technical study and analysis sufficient to protect critical areas. The analysis shall be commensurate with the value or sensitivity of a particular critical area and relative to the scale and potential impacts of the proposed activity.

14.10.050 Uses

A. Approval required. Unless the requirements of this chapter are met, Napavine shall not grant any approval or permission to alter the condition of any land, water, or vegetation, or to construct or alter any structure or improvement regulated through the following: Building permit, commercial or residential, franchise right-of-way construction permit, site development permit, right-of-way permit, shoreline permits, or any subsequently adopted permit or required approval not expressly exempted by this chapter.

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

C. Allowed Uses. The Administrator may allow the following uses on critical areas and within buffer areas subject to the development standards of NCAO 14.10.100 and appropriate mitigation standards as described in NCAO 14.10.110:

1. Low impact recreational uses. The following uses are necessary for the understanding and enjoyment of critical areas.
 - a. Outdoor recreational or educational activities which do not significantly affect the

functions and values of the critical area and buffers (including wildlife management or viewing structures, outdoor scientific or interpretive facilities, and pervious trails for non-motorized use, and other similar uses) and meet the following criteria:

- i. Trails shall not exceed 5 feet in width and shall be made of gravel or pervious material.
 - ii. The trail or facility is located in the outer fifty percent (50%) of a wetland or riparian buffer unless a location closer to the critical area is required for interpretive purposes.
 - iii. The trail or facility is constructed and maintained in manner that minimizes disturbance of the wetland or buffer. Trails or facilities within wetlands shall be placed on an elevated structure as an alternative to fill.
- b. Harvesting wild crops which do not significantly affect the function of the wetland or regulated buffer (does not include tilling of soil or alteration of wetland area).
2. Utilities. Below or above ground utilities, facilities and improvements, where necessary to serve development consistent with the Napavine comprehensive plan and development code, including: streets, roads, highways, sidewalks, street and road lighting systems, traffic signals, domestic water systems, storm and sanitary sewer systems, open space, and parks and recreational facilities, where there is no other reasonable alternative, based on topographic and environmental conditions as determined by the Administrator.
3. Removal of diseased or dangerous trees, as determined by the Administrator or the removal of invasive or nuisance plants.
4. Specific Uses Allowed in Wetlands.
 - a. Enhanced Replacement. Replacing or enhancing a wetland such that the enhanced wetland is of higher quality and meets the criteria for a higher category.
 - b. Wetland Banking. Construction, enhancement or restoration of wetlands to use as mitigation for future wetland development impacts in the same watershed is permitted if:
 - i. A critical area permit shall be obtained prior to any mitigation banking. Federal and state wetland regulations, if applicable, shall supersede city requirements.
 - ii. All impacts to wetlands and wetland buffers shall be mitigated and monitored consistent with NCAO 14.10.120(E).

D. Limited uses. Limited uses, as described in this section, shall avoid critical areas, to the greatest extent reasonable and practicable. Limited uses may be allowed within critical area buffers subject to the mitigation measures and implementation of a monitoring plan as described in NCAO 14.10.120. Applications for development within critical areas or buffers shall demonstrate that all reasonable efforts have been examined with the intent to avoid and minimize impacts to critical areas and buffers. All limited uses shall be consistent with the provisions of this chapter and shall be subject to SEPA review.

1. Development Subject to Site Plan Review. Any new building or structure affecting critical areas or buffers shall be subject to site plan review, unless otherwise exempted in this chapter.
2. Storm water Facilities. Storm water facilities may be allowed in buffers in wetlands with low habitat function (less than twenty (20) points on the habitat section of the rating system form); provided, the facilities shall be built on the outer 50% of the buffer and not degrade the existing buffer function and are designed to blend with the natural landscape. Unless

determined otherwise by the Administrator.

E. Use intensity. The intensity of the land use proposed has a direct relationship to the potential severity of impacts to critical areas and buffers. Generally, most land uses allowed in an urban zoning district are high impact uses.

See appendix A.

14.10.060 Variances

A. An applicant who seeks to vary from requirements of this chapter may seek a variance pursuant to this section. The City Council shall review a request to vary from requirements of this chapter through a review process. The Administrator may elect to seek guidance from and may rely upon state agency expertise at the applicant's expense.

B. Approval criteria. An application to vary from the requirements of this chapter shall demonstrate compliance with all the following criteria:

1. There are special circumstances applicable to the subject property or to the intended use such as shape, topography, location or surroundings that do not apply generally to other properties;
2. The variance is necessary for the preservation and enjoyment of substantial property right or use possessed by other similarly situated property, but which because of special circumstances is denied to the property in question;
3. Granting the variance will not be materially detrimental to the public welfare or injurious to the property of improvement;
4. Granting the variance will not violate, abrogate, or ignore the goals, objectives, or policies of the Napavine comprehensive plan;
5. In addition to the approval criteria above, an application to vary from the buffer requirements of fish and wildlife habitat conservation area or wetland buffer shall demonstrate that the requested buffer width modification preserves adequate vegetation to: maintain proper water temperature; minimize sedimentation; and provide food and cover for critical fish and wildlife species;
6. When granting a variance, the Administrator may attach specific conditions to the variance that will serve to meet the goals, objectives, and policies of this chapter, including the preparation and implementation of a mitigation and monitoring plan consistent with NCAO 14.10.120.

14.10.070 Exemptions

A. Exempt activities in Critical Areas. The following developments, activities, and associated uses shall be exempt from provisions of this Chapter, provided that they are otherwise consistent with the provisions of other local, state, and federal laws and requirements, and a written request for exemption has been filed with and approved by the Administrator.

1. The Administrator shall have the authority to negotiate memoranda of agreements with utility service providers or public agencies, and said agreements shall specify best management practices to be used in situations of emergency and usual and customary repair,

which if rigorously adhered to, may exempt said emergency or repair activity, including routine operation and maintenance from further review under this chapter. Memorandum of agreements shall be authorized by the Napavine City Council only after notice and completion of a public hearing on the full terms and merits of the agreement. Emergencies. Emergency activities are those activities necessary to prevent an immediate threat to public health, safety, or welfare, or that pose an immediate risk of damage to private property and that require remedial or preventative action in a time frame too short to allow for compliance with the requirements of this Chapter. Emergency actions that create an impact to a critical area or its buffer shall use reasonable methods to address the emergency; in addition, they must have the least possible adverse impact to the critical area or its buffer. The person or agency undertaking such action shall notify the City within one (1) working day following commencement of the emergency activity. Following the emergency appropriate mitigation shall be implemented and permanent activities, installations or impacts are subject to review and compliance with the applicable standards.

- a. Authorization. Notwithstanding the provisions of this Chapter, the Administrator may issue a temporary emergency permit prospectively or, in the case of imminent threats to public health, safety or welfare, retroactively, where the anticipated threat or loss may occur before a permit can be issued or modified under the procedures otherwise required by the act and other applicable laws.
 - b. Prior to issuing an emergency permit, the Administrator shall issue a finding that extraordinary circumstances exist and that the potential threat to public health, safety or welfare from the emergency situation is clearly significant and substantial.
 - c. Conditions. Any emergency permit granted shall incorporate, to the greatest extent practicable and feasible but not inconsistent with the emergency situation, the standards and criteria required for non-emergency activities under this act and shall:
 - i. Be limited in duration to the time required to complete the authorized emergency activity, not to exceed 90 days; and
 - ii. Require, within 90-day period, the restoration of any wetland altered as a result of the activity, except that if more than the 90 days from issuance of the emergency permit is required to complete restoration, the emergency permit may be extended to complete this restoration.
 - iii. The person or agency undertaking emergency actions consult with the Administrator and applicable state or federal agencies within 30 days after the notice of emergency to identify and thereafter implement suitable mitigation requirements.
 - d. Notice. Notice of issuance of an emergency permit shall be published in a newspaper having general circulation in the City of Napavine no later than 10 days after issuance of such permit.
 - e. Termination. The emergency permit may be terminated at any time without process upon a determination by the Administrator that the action is no longer necessary to protect human health or the environment.
2. Repair. Repair or replacement of existing structures, infrastructure improvements, utilities, public or private road, dikes, levees or drainage systems, including operation and maintenance of existing facilities, that do not require construction permits, if the activity does not further alter or increase the impact to, or encroach further within, the critical area or buffer and there is no increased risk to life or property as a result of the proposed

maintenance or repair.

3. Forest practices. Forest practices regulated and conducted in accordance with the provisions of Chapter 76.09 RCW and forest practices regulations, Title 222 WAC, and those that are exempt from Napavine's jurisdiction, provided that forest practice conversions are not exempt – All Class IV conversions are subject to the rules of the Napavine CAO.
4. Right-of-way. Activities within the improved public right-of-way or recorded easement. Replacement, modification, installation, or construction of utility facilities, lines, pipes, mains, equipment, or appurtenances, when such facilities are located within the improved portion of the public right-of-way or recorded easement.
5. Chemical applications. The application of herbicides, pesticides, organic or mineral-derived fertilizers, or other hazardous substances, if necessary, provided that their use shall be restricted in accordance with Department of Fish and Wildlife Management Recommendations and the regulations of the Department of Agriculture and the U.S. Environmental Protection Agency and the State Department of Ecology which regulates the use of herbicides to control nuisance weeds and algae in lakes and streams.
6. Minor site investigative work. Work necessary for land use submittals, such as surveys, soil logs, percolation tests, and other related activities, where such activities do not require construction of new roads or significant amounts of excavation. In every case, impacts to the critical area shall be minimized and disturbed areas shall be immediately restored.
7. Boundary markers. Construction or modification of boundary markers or fences.
8. Modifications. Construction and modifications to existing structures that does not increase the footprint of the structure.
9. The removal of the following vegetation with hand labor and light equipment, and vegetation removal that is a hazard to electrical power lines with hand held and walk beside equipment such as mowers and weed eaters in compliance with the provisions contained in the ANSI A300 (Part 1) guidelines, including, but not limited to:
 - a. Invasive non-native weeds;
 - b. English Ivy (*Hedera helix*);
 - c. Himalayan blackberry (*Rubus discolor*, *R. procerus*); and
 - d. Evergreen blackberry (*Rubus laciniatus*).
10. Emergency or hazard tree removal conducted so that habitat impacts are minimized.
11. Public improvement projects located within existing impervious surface areas.
12. Public Agency and Utility Exemption.

B. Exemption request and review process. The proponent of the activity shall submit a completed exemption request form to the Building Official that describes the activity and states the exemption listed in this Section that applies. The Administrator shall review the exemption request to verify that it complies with this Chapter and approve or deny the exemption. If the exemption is approved, it shall be placed on file with the department and the requesting party notified. If the exemption is denied, the proponent may continue in the review process and shall be subject to the requirements of this Chapter.

C. Minimize impacts. Exempt activities shall minimize impacts to critical areas. All exempted activities shall use reasonable methods to avoid potential adverse impacts to critical areas. To be exempt from this Chapter does not give permission to degrade a critical area or buffer or ignore risk from natural hazards. Any incidental damage to, or alteration of, a critical area or buffer that

is not a necessary outcome of the exempted activity shall be restored, rehabilitated, or replaced at the responsible party's expense.

14.10.080 Reasonable use exception

A. Reasonable Use Exceptions. The following exceptions shall apply. The Administrator shall apply the standards of this chapter to the maximum extent practicable to avoid and minimize adverse impacts on the functions and values of critical areas and buffers. Mitigation of impacts, consistent with this chapter, is required. Reasonable use exceptions include:

1. The placement of modification of one single-family residence and normal accessory structures on a buildable legal lot of record. The Administrator shall employ reasonable discretion in applying the standards of this chapter to limit the proposed location and size of structures and removal of native vegetation.
2. The expansion of a home or accessory structure on a lot that does not show building or development envelopes, wetlands or wetland buffers on the recorded plat, not to exceed fifty percent (50%) of the existing building footprint.
3. The replacement of single-wide mobile home with another dwelling and normal accessory structures. Per NCAO XXX
4. Fire hazard clearing recommended by the fire marshal, or consistent with written fire marshal or fire chief guidelines.

B. General Requirements. The Administrator shall prepare and maintain application forms necessary to implement this subsection.

C. Application Requirements.

1. Preliminary Review. The provisions for conducting a preliminary review of a proposed reasonable use exception are set forth in NCAO 14.10.080.A.
2. Regulations-General Provisions-Application Filing.
 - a. Reasonable use exception applications shall be reviewed for completeness in accordance with City submittal standards checklists.
 - b. An applicant for a development proposal may file a request for a reasonable use exception which shall include the following information:
 - i. A description of the areas of the site which are critical areas or within setbacks required under this title;
 - ii. A description of the amount of the site which is within setbacks required by other standards of this Title;
 - iii. A description of the proposed development, including a site plan;
 - iv. An analysis of the impact that the amount of development described in subsection NCAO 14.10.080.E would have on the critical area(s);
 - v. An analysis of whether any other reasonable use with less impact on the critical area(s) and associated buffer(s) is possible;
 - vi. A design of the proposal so that the amount of development proposed as reasonable use will have the least impact practicable on the critical area(s);
 - vii. An analysis of the modifications needed to the standards of this chapter to accommodate the proposed development;
 - viii. A description of any modifications needed to the required front, side, and rear

- setbacks; building height; and buffer widths to provide for a reasonable use of the site while providing greater protection to the critical area(s); and
- ix. Such other information as the Administrator determines is reasonably necessary to evaluate the issue of reasonable use as it relates to the proposed development.

D. Reasonable Use Approval Criteria. The Administrator shall approve a reasonable use exception when the following criteria are met:

1. There is no other reasonable use or feasible alternative to the proposed development with less impact on the critical area(s);
2. The proposed development does not pose a threat to the public health, safety, or welfare on or off site;
3. Any alteration of the critical area(s) shall be the minimum necessary to allow for reasonable use of property;
4. The proposed development will not result in a “take” of a threatened or endangered species;
5. The inability of the applicant to derive reasonable use of the property is not the result of actions by the applicant in subdividing the property or adjusting a boundary line thereby creating the undevelopable condition after the effective date of this chapter; and
6. The proposal mitigates the impacts on the critical area(s) to the maximum extent possible, while still allowing reasonable use of the site. The applicant shall prepare and implement a mitigation and monitoring plan consistent with NCAO 14.10.120.

14.10.090 Best Available Science

Critical area reports and decisions to alter critical areas shall rely on the Best Available Science to protect the functions and values of critical areas and must give special consideration to conservation or protection measures necessary to preserve or enhance anadromous fish and their habitat. Best Available Science is that scientific information applicable to the critical area prepared by local, state or federal natural resource agencies, a qualified scientific professional or team of qualified scientific professionals that is consistent with criteria established in WAC 365-195-900 through WAC 365-195-925.

14.10.100 Development Standards

A. Authorization required. Within Critical Areas, the Administrator shall prohibit soil excavation, grading, removal of native vegetation species, draining, intentional burning, planting of invasive or nuisance vegetation, placement of structures and new construction on critical areas unless otherwise authorized in this chapter.

1. These development standards apply to uses on all critical areas and within buffers unless otherwise exempted in this title.

14.10.110 Mitigation

- A. Approval. Administrator approval of a mitigation plan is prerequisite for approval of any development activity on critical areas.

14.10.120 Critical lands

A. Critical Aquifer Recharge Areas.

1. Applicability. Due to the exceptional susceptibility and/or vulnerability of ground waters underlying aquifer recharge areas to contamination and the importance of such ground waters as sources of public water supply, it is the intent of this chapter to safeguard ground water resources by mitigating or precluding future discharges of contaminants from new land use activities. The provisions of this chapter shall apply to regulated activities specified herein within those portions of the Napavine UGA.
2. Designation. Lands within the Napavine UGA meeting the classification criteria for aquifer recharge areas are hereby officially designated, pursuant to the mandate of RCW 36.70A.060 and 36.70A.170 as critical aquifer recharge areas.
3. Aquifer Recharge Areas-Rating System Determinations. In cases of disputed soil series, or series boundary and resulting aquifer recharge category, the Administrator shall use all available information including reports by the United States Geological Survey and technical assessments submitted in accordance with this chapter to make the final determination. This may include consultation with USDA Natural Resource Conservation Service, the Washington Department of Natural Resources Division of Geology and Earth Resources or a soil scientist certified by the American Registry of Certified Professionals in agronomy, crops and soils. In areas that have been disturbed or the surface soil removed as in gravel pits, the Administrator shall determine the most appropriate category with geological and hydrological information.
4. Demonstration of no adverse impact. The applicant shall demonstrate, through the land use approval process, that the proposed activity will not have any adverse impacts on ground water in critical aquifer recharge areas, based on the Safe Drinking Water Act and the Wellhead Protection Area Program, pursuant to Public Water Supplies, Chapter 246-290 WAC; Water Quality Standards for Ground Waters of the State of Washington, Chapter 173-200 WAC; and Dangerous Waste Regulations, Chapter 173-303 WAC. By this reference, Chapters 173-200, 173-303, and 246-290 WAC, as written and hereafter updated will be part of this chapter.
5. Mitigation Conditions. The Administrator may impose any reasonable condition necessary to ensure that the specific use or activity will not significantly degrade ground water quality. Such conditions may include, but are not limited to the following:
 - a. A written management plan for waste water, hazardous products and hazardous waste, petroleum products and petroleum waste and other materials judged by the Administrator to be detrimental to ground water quality, that when implemented using best management practices, will prevent ground water contamination;
 - b. Upgrading available on-site spill response equipment;
 - c. Employee spill response training;
 - d. Emergency service coordination measures; and
 - e. Ground water monitoring.

B. Fish and Wildlife Habitat Conservation Areas.

1. Fish & Wildlife Areas. Identified sensitive fish and wildlife habitat areas shall be preserved or adverse impacts mitigated. Protected fish and wildlife habitat conservation areas include

Washington State Department of Fish and Wildlife’s designated Priority Habitat and Species and Department of Natural Resources jurisdictional waters found within the City of Napavine as defined below:

Table 14.10.120.B (1)

Classifications WAC 365-190-130	Description
(1) Areas with which state designated endangered, threatened, or sensitive species have a primary association. Example: Newaukum River.	Areas which, if significantly altered, may reduce the likelihood that the species will reproduce over the long term. Habitats associated with these species are protected and considered by the Washington Department of Fish and Wildlife as Priority Habitats and Species, (WDFW PHS on the Web Application). Species and habitats identified or mapped within 300 feet of a project site are designated as jurisdictional critical areas.
(2) Species and habitats of local importance.	Habitat: Unique or significant habitats which regionally rare wildlife species depend upon and that have high wildlife concentrations, including but not limited to: Caves, Talus slopes, Snag rich areas (outside forest practices), Oregon White Oak Woodlands, Freshwater Wetlands. Species: Wildlife species which require protective measures for their continued existence due to their population status or sensitivity to habitat alterations or are highly valued by the local citizens. Species meeting the above criteria but not depending upon a habitat of local importance (as listed above) to meet criteria habitat needs are those documented, verified, and mapped in the City of Napavine (WDFW PHS on the Web Application).

<p>(4) Naturally occurring ponds under twenty acres and their submerged aquatic beds that provide fish or wildlife habitat.</p>	<p>Naturally occurring ponds with a surface area of less than twenty acres but greater than one acre. Naturally occurring ponds do not include ponds deliberately created from dry sites such as canals, detention facilities, wastewater treatment facilities, farm ponds, temporary construction ponds (of less than three years' duration), and landscape amenities. However, naturally occurring ponds may include those artificial ponds intentionally created from dry areas in order to mitigate conversion of ponds, if permitted by a regulatory authority.</p>
<p>(5) Waters of the state.</p>	<p>Waters of the state shall be those defined in WAC 222-16-030, Forest Practices Board, Definitions, with the following revisions (Mapped by the Department of Natural Resources Forest Practices Application Mapping Tool):</p> <p>“Type S water” means all waters as inventoried as “shorelines of the state” under Chapter 90.58 RCW and the rules promulgated pursuant to Chapter 90.58 RCW including periodically inundated areas of their associated wetlands.</p> <p>(b) “Type F water” means segments of natural waters which are not classified as Type S water and have fish, wildlife, or human use. These are segments of natural water and periodically inundated areas of their associated wetlands.</p> <p>(c) “Type Np water” means all segments of natural waters within defined channels that are perennial non-fish habitat streams. Perennial streams are waters that do not go dry any time of a year of normal rainfall. However, for the purpose of water typing, Type Np waters include the intermittent dry portions of the perennial channel below the uppermost point of perennial flow.</p> <p>(d) “Type Ns water” means all segments of natural waters within defined channels that are not Type S, F, or Np waters. These are seasonal, non-fish habitat streams in which surface flow is not present for at</p>

	least some portion of a year of normal rainfall and are not located downstream from any stream reach that is a Type Np water. Ns waters must be physically connected by an aboveground channel system to Type S, F, or N waters.
(6) Lakes, ponds, streams, and rivers planted with game fish by a governmental agency or tribal entity.	The Newaukum River is planted with game fish by governmental agencies (in a program associated with Newaukum High School students).
(7) State natural area preserves and natural resource conservation areas.	Currently, there are no natural resource conservation areas within the City of Napavine.
(8) Unintentionally created ponds.	Ponds with a surface area of less than 20 acres, but greater than one acre. This designation does not include ponds in which existing and ongoing operations are occurring for mining or other permitted activity.

2. Critical Areas Report. A Critical Area Report (CAR) is required where specifically indicated and when an activity is proposed within a fish and wildlife conservation area or buffer that is not specifically exempt or permitted with review. A CAR should be consistent with the following standards:

- a. The CAR must be completed by a qualified professional who shall use scientifically valid and professionally recognized and accepted methods and studies or best available science in the analysis of critical area data and field reconnaissance and reference the source of science used. The CAR shall evaluate the proposal and all probable impacts to critical areas in accordance with the provisions of this Chapter.
- b. Minimum CAR contents. At a minimum the report shall contain the following:
 - i. The name and contact information of the applicant, the names and address of the qualified professional who prepared the report, a description of the proposal and identification of the permit requested;
 - ii. A copy of the site plan for the development proposal showing;
 - iii. Identified critical areas, buffers and development proposal with dimensions;
 - iv. Limits of any areas to be cleared;
 - v. A description of the proposed storm water management plan for the development and consideration of impacts to drainage alterations;
 - vi. General location and types of vegetation;
 - vii. The dates, names, and qualifications of the persons preparing the report and documentation of any fieldwork performed on the site;
 - viii. Identification and characterization of all critical areas, wetlands, water bodies and

- buffers adjacent to the proposed project area;
 - ix. A statement specifying the accuracy of the report and all assumptions made and relied upon;
 - x. A description of reasonable efforts made to apply mitigation sequencing pursuant to mitigation sequencing, NCAO 14.10.120.B(13), to avoid, minimize and mitigate impacts to critical areas;
 - xi. Plans for adequate mitigation as needed to offset any impacts in accordance with mitigation plan requirements, NCAO 14.10.120.B(13), including but not limited to:
 - A. The impacts of any proposed development within or adjacent to a critical area of buffer on the critical area;
 - B. The impacts of any proposed alteration of a critical area or buffer on the development proposal, other properties and the environment;
 - C. A discussion of the performance standards applicable to the critical area and proposed activity;
 - D. Financial guarantees to ensure compliance; and
 - E. Any additional information required for the critical area as specified in the corresponding chapter.
 - c. Unless otherwise provided, a CAR may be supplemented by or composed in whole or in part of any reports of studies required by other laws and regulations or previously prepared, by a qualified professional for and applicable to the development proposal site as approved by the Administrator.
 - d. The Administrator may waive specific requirements of the critical area reports where less information is required to adequately address the impacts to the critical area or where existing information is on file with the city that addresses the impacts.
 - e. The Administrator may require additional information that is necessary to determine compliance with the standards of this Chapter.
 - f. A qualified professional shall be a person who has the education, training, experience and/or certification that meets the specific requirements to evaluate fish and wildlife habitat.
3. Best Available Science. Habitat reports and decisions to alter habitat areas shall rely on the Best Available Science to protect the functions and values of critical habitat areas and must give special consideration to conservation or protection measures necessary to preserve or enhance anadromous fish and their habitat.
4. Habitat Buffers. Habitat conservation areas and buffers are assigned to the lands and regulated by this section according to Tables 14.10.120.B.1. Development activities are restricted within riparian buffer areas as indicated in Tables 14.10.0120.B.5.
5. Stream types. Water types are defined and mapped based on WAC 222-16-030 or 222-16-031, whichever is in effect on the date of application. While the WAC definitions control generally, Type S streams include shorelines of the state and have flows averaging 20 or more cubic feet per second; Type F streams are those that are non-Type S but still provide fish habitat; and Type N streams do not have fish habitat and are either perennial or seasonal. Erosion gullies or rills, and streams which are man-made, or streams less than six (6) inches wide or not having a defined bed and/or bank are not included.
6. Riparian Area Ecosystem Buffers.
- a. Functionally Isolated Buffer Areas. Areas which are functionally separated from a stream and do not protect the stream from adverse impacts due to pre-existing roads.

structures or vertical separation shall be excluded from buffers otherwise required by this Chapter.

- b. Buffers Generally. Regulated activities proposed along rivers and streams shall provide for habitat protection.
 - i. The riparian ecosystem buffer is generally an area of no building consisting of undisturbed natural vegetation. The buffer shall be required along all streams as classified by the DNR water typing classification system (WAC 222-16-030). The buffer shall extend landward from the ordinary high-water mark of the water body.
 - ii. The buffer of a river or stream shall not extend landward beyond an existing substantial improvement such as an improved road, dike, levee, or a permanent structure which reduces the impact proposed activities would have on the river or stream.
- c. Marking of the Buffer Area. The edge of the buffer area shall be clearly staked, flagged and fenced prior to and through completion of the construction. The buffer boundary markers shall be clearly visible, durable and permanently affixed to the ground.
- d. Fencing from Farm Animals. Permanent fencing shall be required from the buffer when farm animals are introduced on a site.
- e. Riparian Base Buffers are enumerated below in Table 14.10.120.B(6):

Table 14.10.120.B(6) Riparian Area Buffers

Riparian Areas	Riparian Ecosystem Area Buffer (in feet)
Type S (fish bearing)	See SMP (The SMP outlines the jurisdictional habitat area associated with Type S Waters-Newaukum River)
Type F (fish bearing)	100
Type Np streams (perennial non fish bearing)	50
Type Ns stream (seasonal non fish bearing)	25

7. Riparian Buffer. Development or clearing activity may occur in the riparian buffer, provided that mitigation is conducted that results in no net loss of riparian habitat functions on the site, and further, that functionally significant habitat, defined as habitat that cannot be replaced or restored within twenty years, shall be preserved unless the clearing or development activity cannot feasibly be located on the site outside of the riparian buffer. An example of habitat that cannot be replaced within twenty years would be a stand of mature trees.
8. Isolated Riparian Habitat Areas. When impervious surfaces from previous development (roads, permanent buildings etc.) or flood control structures, such as levees, completely functionally isolate the riparian area from the watercourse, the Riparian Buffer shall extend from the ordinary high-water mark to the impervious surfaces, or toe of the flood control structure. If the watercourse is not completely physically isolated, but is completely functionally isolated, the Director may adjust the RHA to reflect site conditions and best available science.

9. Buffer Width Averaging. The community development director or designee may allow buffer width averaging in accordance with an approved critical area report on a case-by-case basis. Buffer width averaging shall not be used in combination with buffer width reduction or a minor exception on the same buffer segment to reduce the minimum buffer width below that specified in this chapter. Averaging of buffer widths may only be allowed where a qualified ecologist or biologist demonstrates that:
 - a. Such averaging will not reduce functions or functional performance; and
 - b. The fish and wildlife habitat conservation area varies in sensitivity due to existing physical characteristics or the character of the buffer varies in slope, soils, or vegetation, and the wetland would benefit from a wider buffer in places and would not be adversely impacted by a narrower buffer in other places; and
 - c. The total area contained in the buffer area after averaging is no less than that which would be contained within the standard buffer; and
 - d. The buffer width is reduced by no more than fifty percent of the standard width and at no point to less than twenty-five feet.
10. Buffer Width Reduction. The community development director or designee may authorize the reduction of required buffer widths to a lesser width provided that an applicant demonstrates compliance with the following:
 - a. Written evidence prepared by a qualified ecologist or biologist addressing the proposed buffer width reduction and demonstrating how the reduced buffer will enhance the functions and values of the fish and wildlife habitat conservation area.
 - b. The buffer width is reduced by no more than fifty percent of the standard width and at no point to less than twenty-five feet.
 - c. The remaining buffer area shall be planted with a mixture of native vegetation pursuant to an approved landscape plan prepared by a qualified ecologist or biologist certifying that the plantings to be used in the remaining buffer area will compliment and support the functions and values of the fish and wildlife habitat conservation area.
 - d. The remaining buffer area shall be managed by the applicant or applicant's successor in interest for a minimum of three years following the Administrator's final acceptance of any portion or phase of the project. A detailed management plan prepared by a qualified ecologist or biologist shall be submitted for review and approval prior to the Administrator's authorization of any on-site construction, unless otherwise authorized by the community development director or designee. The detailed management plan shall address among other things the replanting of dead or dying plant material, the contents and submittal to the city of annual monitoring report prepared by a qualified ecologist or biologist with the cost of this report to be borne entirely by the applicant or applicant's successor in interest and methods to address any identified problems with the buffer's support of the functional value of the fish and wildlife habitat conservation area.
 - e. Buffer width reduction shall not be used in combination with buffer width averaging on the same buffer segment.
 - f. Where multiple resources exist on a property or site, the community development director or designee may authorize the use of buffer width averaging and buffer width reduction on different resources on the property or site provided that any required scientific analysis or reporting addresses and supports the separate use.

11. Buffer Maintenance. Except as otherwise specified or allowed in accordance with this chapter, buffers for fish and wildlife habitat conservation areas shall be maintained according to the approved critical area permit.
12. Buffer Uses. The following uses may be permitted within a buffer for a fish and wildlife habitat conservation area in accordance with the review procedures of this chapter; provided, they are not prohibited by any other applicable law or regulation and they are conducted in a manner so as to minimize impacts to the buffer and the fish and wildlife conservation area:
 - a. Activities allowed under the same terms and conditions as in the associated fish and wildlife habitat conservation areas.
 - b. Enhancement and restoration activities aimed at protecting the soil, water, vegetation or wildlife.
 - c. Passive recreation facilities including trails and wildlife viewing structures, provided that the trails and structures are constructed with a surface that does not interfere with hydrology. Trails and paths will be 5-feet or narrower and constructed using natural, wood-based, or vegetated pervious surfacing.
 - d. Stormwater management facilities limited to detention facilities, constructed wetlands, stormwater dispersion swales, may be constructed in accordance with an approved critical area report.
13. Mitigation.
 - a. Approval. Administrator approval of a mitigation plan is a prerequisite for approval of any development activities within a designated habitat area or habitat buffer.
 - b. Application. The applicant shall submit a written application describing the extent and nature of the proposed development activity on critical areas and buffers. The application shall include boundary locations of all critical areas and associated buffers.
 - i. The application for development shall include a Critical Areas Report that clearly identifies boundary locations of all critical areas and associated buffers and a Mitigation Plan prepared in compliance with this section.
 - ii. The Administrator may require the applicant to prepare special reports evaluating potential adverse impacts upon critical areas and potential mitigation measures as part of the land use application process. These reports may include but are not limited to the following: Storm Water Management Plan, Hydrology, Geology, Soils Report, Grading and Erosion Control Plan, Native Vegetation Report, Fish and Wildlife Assessment and Impact Report, Water Quality Report, Wetlands Delineation and other reports determined necessary by the Administrator.
 - c. The Administrator may consult with state and federal resource management agencies and in order to protect wildlife habitat or natural resource values, shall attach such conditions as may be necessary to effectively mitigate identified adverse impacts of the proposed development activity.
 - d. The Administrator may request third party “peer review” of an application by qualified professionals and may incorporate recommendations from such third-party reports in findings approving or denying the application.
 - e. All reports proposing mitigation (not including the purchase of mitigation bank credits) shall include provisions for annual monitoring and performance standards for a period of three years minimum, five years being standard, and ten years when the replacement of forested habitat is required or as approved by the Administrator for projects with

minimal impacts. For example, temporary impacts to herbaceous cover that require reseeding grasses.

- f. The Administrator may require replacement mitigation to be established and functional concurrent with project construction.

14. No Net Loss.

- a. Mitigation efforts, when allowed, shall ensure that development activity does not yield a net loss of the area or function, including fish and wildlife habitat values of the Critical Area. The Administrator's preferred approach to mitigating impacts is mitigation sequencing. (See section NCAO 14.10.030) No net loss shall be measured by:
 - i. Avoidance or mitigation of adverse impacts to fish and wildlife; or
 - ii. Avoidance or mitigation of net loss of habitat functions necessary to sustain fish life; or
 - iii. Avoidance or mitigation of loss of area by habitat type.
- b. Mitigation to achieve no-net-loss should benefit those organisms being impacted.
- c. Where development results in a loss of habitat area, the mitigation plan shall demonstrate that habitat area is replaced at an equal or greater functional value(s).
 - i. Wherever possible replacement or enhancement shall occur on-site.
 - ii. However, where the applicant can demonstrate that off-site mitigation will provide greater functional values, the Administrator may approve such off- site mitigation.

15. Standard Requirements. All applications requiring review under this section shall have the following minimum conditions applied:

- a. Marking Buffer During Construction. The location of the outer extent of the habitat buffer or if no buffer is required the habitat area shall be marked in the field and such markings shall be maintained throughout the duration of the permit.
- b. Permanent Marking of Buffer Area. A permanent and perpetual physical demarcation along the upland boundary of the habitat buffer area shall be installed and thereafter maintained. Such demarcation may consist of logs, a tree or hedgerow, wood or wood like fencing, or other prominent physical marking approved by the Administrator. In addition, signs measuring (minimum size 1 foot x 1 foot and posted 3.5 feet above grade) shall be posted at an interval of one (1) per lot or every one hundred (100) feet, whichever is less, and perpetually maintained at locations along the outer perimeter of the habitat buffer approved by the Administrator worded substantially as follows:

**“Protected Habitat Area
Do Not Disturb
Contact The City of Napavine
Regarding Uses, Restrictions,
and Opportunities for Stewardship.”**

- c. A conservation covenant shall be recorded in a form approved by the city attorney as adequate to incorporate the other restrictions of this section and to give notice of the requirement to obtain a permit prior to engaging in regulated activities within a habitat area or its buffer.

C. Frequently Flooded Areas

1. Basis for Establishing the Areas of Special Flood Hazard. The areas of special flood hazard identified by the Federal Insurance Administration in a scientific and engineering report entitled "The Flood Insurance Study for Napavine, Washington" with accompanying FIRM and any revisions thereto are hereby adopted by reference and declared to be a part of this chapter. The flood insurance study is on file at the office of the city clerk/treasurer. The best available science shall be the basis for regulation until a new FIRM is issued which incorporates the data used to inform this chapter.
2. Compliance. No structure or land shall hereafter be constructed, located, extended, converted or altered without full compliance with the terms of this chapter and other applicable regulations.
3. Abrogation and Greater Restrictions. Where this chapter and another code, ordinance, easement, covenant or deed restriction conflict or overlap that which imposes the more stringent restriction shall prevail.
4. Interpretation. In the interpretation and application of this section all provisions shall be:
 - a. Considered as minimum requirements;
 - b. Liberally construed in favor of the governing body; and
 - c. Deemed neither to limit nor repeal any other powers granted under state statutes.
5. Interpretation of FIRM Boundaries. The local administrator, the governing body or its agent or employee may interpret and apply, when necessary, the exact location of the boundaries of the areas of special flood hazards where there appears to be a conflict between a mapped boundary and actual field conditions. Any aggrieved person may contest the location of the boundary and shall be given a reasonable opportunity to appeal the interpretation to the local administrator and then the governing body. Such appeal shall be granted consistent with the standards of Section 1910.6 of the Rules and Regulations of the National Flood Insurance Program located at 24 CFR 1909 et seq.
6. Warning and Disclaimer of Liability. The degree of flood protection required by this chapter is considered reasonable for regulatory purposes and is based upon scientific and engineering considerations. Larger floods can and will occur on rare occasions. Flood heights may be increased by manmade or natural causes. This chapter does not imply that land outside the areas of special flood hazards or uses permitted within such areas will be free from flooding or flood damages. This chapter shall not create liability on the part of the City of Napavine, any officer or employee thereof, or the Federal Emergency Management Agency or Federal Insurance Administration for any flood damages that result from reliance on this chapter or any administrative decision lawfully made hereunder.
7. Floodplain (FP) Combining District. A floodplain (FP) combining district is established and shall be applied to all 100-year floodplains identified on the flood insurance study maps, which have been adopted by reference. The land use and siting provisions of these areas shall be in addition to other zoning provisions applied. Two distinct areas are recognized within the FP district: the "floodway" area and the "floodway fringe" area.
8. Regulatory Area. The areas for state and local floodplain management regulations shall be those areas subject to a base (100-year) flood (except as noted for siting of critical facilities). Base floodplains are designated as special flood hazard areas on the most recent maps provided by the Federal Emergency Management Agency for the National Flood Insurance Program. Best available information shall be used if these maps are not available or sufficient.
9. Relationship to Other Requirements. Land uses in the floodplain combining district shall

be subject to all relevant local, state or federal regulations including those of the underlying zoning district. Where applicable permit requirements under the Shoreline Management Act (Chapter 90.58 RCW), or the State Flood Control Zone Act (Chapter 86.16 RCW) may be substituted for permits required under this chapter provided that the standards of this chapter are applied.

10. Criteria for Land Management and Use. The standards and definitions contained in 44 CFR Parts 59 and 60 for the National Flood Insurance Program are adopted by reference as the minimum state standards.
11. Uses Permitted in the Floodplain (FP) Combining District. Park, recreational, agricultural, and other similar open space uses are allowed in the underlying zoning district and not involving structures, fill or storage of equipment are permitted outright in the FP district.
12. Uses Prohibited in the Floodway. Structures for human habitation and other structures or works posing a high flood damage potential are prohibited in the floodway, except for the replacement of structures or works, single-family residences in accordance with WAC 508-60-040 and travel trailers subject to the provisions set forth in this chapter. Any use other than those permitted outright in a floodway shall be subject to the terms of a floodplain.
13. Uses Allowed Under a Floodplain Permit. All other uses permitted in the zoning district with which the FP district has been combined are allowed in the floodway fringe areas subject to the terms of a floodplain permit.
14. A floodplain permit shall be obtained before construction or development begins within any area of special flood hazard. The permit shall be required for all structures including manufactured homes and other development. Permit application forms shall be furnished by the Administrator. The application shall include, but not limited to, plans in duplicate drawn to scale showing the nature, location, dimensions and elevations of the area in question, and existing or proposed structures, fill, storage of materials, and drainage facilities. Specifically, the following information is required:
 - a. Elevation in relation to mean sea level of the lowest floor (including basement) of all structures;
 - b. Elevation in relation to mean sea level to which any structure has been flood proofed;
 - c. Certification by a registered professional engineer or architect that the flood proofing methods for any nonresidential structure meet the flood proofing requirements; and
 - d. Description of the extent to which any watercourse will be altered or relocated as a result of proposed development.
15. Designation of the Local Administrator. The Administrator is authorized to administer and implement this title by granting or denying floodplain permit applications in accordance with its provisions.
16. Duties and Responsibilities of the Local Administrator. Duties of the local administrator, if applicable shall include, but not limited to:
 - a. Development Review.
 - i. Review all proposed developments to determine whether or not a floodplain permit is required.
 - ii. Review all proposed developments with respect to the flood insurance study maps and zoning district boundaries. Make interpretations where needed as to the exact location of special flood hazard area boundaries.
 - b. Permit Review.
 - i. Review all proposed development permits to determine that the permit requirements

- of this title have been satisfied.
 - ii. Review all proposed development permits to determine that all necessary permits have been obtained from those federal, state or local governmental agencies from which prior approval is required.
 - iii. Review all proposed development permits to determine if the proposed development is located in the floodway. If located in the floodway assure that the encroachment provisions are met.
 - c. Use of Other Base Flood Data. When base flood elevation data has not been provided in accordance with subsection (C)(1) of this section (Basis for Establishing the Areas of Special Flood Hazard), the Administrator shall obtain, review and reasonably utilize any base flood elevation and floodway data available from an agency of federal or state government, or other sources in order to administer this section including specific standards for residential construction, non-residential construction and floodways and floodway requirements.
 - d. Information to be Obtained and Maintained.
 - i. Where base flood elevation data is provided through the flood insurance study or required as in subsection (C)(1) of this section, obtain and record the actual elevation (in relation to mean sea level) of the lowest habitable floor (including basement) of all new or substantially improved structures and whether or not the structure contains a basement.
 - ii. For all new or substantially improved flood proofed non-residential structures the local administrator shall:
 - A. Verify and record the actual elevation (in relation to mean sea level) to which any non-residential structure has been flood proofed;
 - B. Maintain the flood proofing certifications;
 - C. Maintain for public inspection all records pertaining to the provisions of this chapter;
 - D. Notify adjacent communities and the Washington State Department of Ecology prior to any alteration or relocation of a watercourse and submit evidence of such notification to the Federal Insurance Administration;
 - E. Require that maintenance is provided within the altered or relocated portion of said watercourse so that the flood carrying capacity is not diminished; and Interpretation of FIRM Boundaries. Make interpretation, where needed, as to exact location of the boundaries of the areas of special flood hazards (for example, where there appears to be a conflict between a mapped boundary and actual field conditions). The person contesting the location of the boundary shall be given a reasonable opportunity to appeal the interpretation.
17. Variance Procedure-Additional State Requirements. The variance procedure contained in 44 CFR Part 60.6 and this title shall apply to the additional state requirements contained in WAC 173-158-064 and 173-158-070, unless an activity or use is expressly prohibited therein.
18. Appeal and Review of City Action.
- a. A person with standing may appeal the approval or denial of a floodplain permit.
 - i. In acting on appeals or permit approval requests, the Administrator shall consider all technical evaluations, all relevant factors and standards specified in other sections of

this chapter and:

- A. The danger that materials may be swept onto other lands to the injury of others;
 - B. The danger of life and property due to flooding or erosion damage;
 - C. The susceptibility of the proposed facility and its contents to flood damage and the effect of such damage on the individual owner;
 - D. The importance of the services provided by the proposed facility to the community;
 - E. The necessity to the facility of the waterfront location where applicable;
 - F. The availability of alternative locations for the proposed use that are not subject to flooding or erosion damage;
 - G. The compatibility of the proposed use with existing and anticipated development;
 - H. The relationship of the proposed use to the comprehensive plan and floodplain management program for that area;
 - I. The safety of access to the property in times of flood for ordinary and emergency vehicles;
 - J. The expected heights, velocity, duration, rate of rise and sediment transport of the floodwaters, and the effects of wave action if applicable, expected at the site; and
 - K. The costs of providing governmental services during and after flood conditions including maintenance and repair of public facilities and facilities such as sewer, gas, electrical, water systems, streets and bridges.
- ii. Upon consideration of the above factors and the purposes of this chapter, the appeal hearing body may attach such conditions to actions on appeals and approvals as it deems necessary to further the purpose of this chapter.
 - iii. The Administrator shall maintain the records of all appeal and approval actions of the City of Napavine.

19. Conditions for Variances.

- a. Generally, the only condition under which a variance from the elevation standard may be issued is for new construction and substantial improvements to be erected on a lot of one-half acre or less in size contiguous to and surrounded by lots with existing structures constructed below the base flood level. As the lot size increases the technical justification required for issuing the variance increases.
- b. Variances may be issued for the reconstruction, rehabilitation or restoration of structures listed on the National Register of Historic Places or the State Inventory of Historic Places.
- c. Variances shall not be issued within a designated floodway if any increase in flood levels during the base flood discharge would result.
- d. Variances shall only be issued upon a determination that the variance is the minimum necessary considering the flood hazard to afford relief.
- e. Variances shall only be issued upon:
 - i. Showing a good and sufficient cause;
 - ii. A determination that failure to grant the variance would result in exceptional hardship to the applicant;
 - iii. A determination that the granting of a variance will not result in increased flood heights, additional threats to public safety, extraordinary public expense, create

nuisances, cause fraud on or victimization of the public or conflict with existing local laws or ordinances.

- f. Variances as interpreted in the National Flood Insurance Program are based on the general zoning law principle that they pertain to a physical piece of property; they are not personal in nature and do not pertain to the structure, its inhabitants, economic or financial circumstances. They primarily address small lots in densely populated residential neighborhoods. As such, variances from the flood elevations shall be quite rare.
- g. Variances may be issued for nonresidential buildings in very limited circumstances to allow a lesser degree of flood proofing than watertight or dry-flood proofing, where it can be determined that such action will have low damage potential, complies with all other variance criteria except subsection (C)(20)(a) of this section and otherwise complies with anchoring and construction materials and methods general standards below.
- h. Any applicant to whom a variance is granted shall be given written notice that the structure will be permitted to be built with a lowest floor elevation below the base flood elevation and that the cost of flood insurance will be commensurate with the increased risk resulting from the reduced lowest floor elevation.

20. Penalties and Enforcement.

- a. The attorney general or the attorney for the local government shall bring such injunctive, declaratory or other actions as are necessary to ensure compliance with this chapter.
- b. Any person who fails to comply with this chapter shall also be subject to a civil penalty not to exceed \$1000 for each violation. Each violation or each day of noncompliance shall constitute a separate violation. The penalty provided for in this section shall be imposed by a notice in writing either by certified mail with return receipt requested or by personal service to the person incurring the same from the department or local government, describing the violation with reasonable particularity and ordering the act or acts constituting the violation or violations to cease and desist or in appropriate cases, requiring necessary corrective action to be taken within a specific and reasonable time.
- c. Any penalty imposed pursuant to this section by the department shall be subject to review by the pollution control hearing board. Any penalty imposed pursuant to this section by the Administrator shall be subject to review by the city council. Any penalty jointly imposed by the department and city shall be appealed to the pollution control hearings board.

21. General Standards. In all areas of special flood hazards the following standards set forth in this article are required.

- a. Anchoring.
 - i. All new construction and substantial improvements shall be anchored to prevent flotation, collapse or lateral movement of the structure.
 - ii. All manufactured homes must likewise be anchored to prevent flotation, collapse or lateral movement and shall be installed using methods and practices that minimize flood damage. Anchoring methods may include, but are not limited to, use of over-the-top or frame ties to ground anchors (Reference FEMA's "Manufactured Home Installation in Flood Hazard Areas" guidebook for additional techniques).
- b. Construction Materials and Methods.
 - i. All new construction and substantial improvements shall be constructed with

- materials and utility equipment resistant to flood damage.
 - ii. All new construction and substantial improvements shall be constructed using methods and practices that minimize flood damage.
 - iii. Electrical, heating, ventilation, plumbing and air conditioning equipment and other service facilities shall be designed and/or otherwise elevated or located so as to prevent water from entering or accumulating within the components during conditions of flooding.
 - c. Utilities.
 - i. All new and replacement water supply systems shall be designed to minimize or eliminate infiltration of flood waters into the system;
 - ii. New and replacement sanitary sewage systems shall be designed to minimize or eliminate infiltration of flood waters into the systems and discharge from the systems into flood waters;
 - iii. On-site waste disposal systems shall be located to avoid impairment to them or contamination from the during flooding; and
 - iv. Water well shall be located on high ground outside the floodway.
 - d. Subdivision Proposals.
 - i. All subdivision proposals shall be consistent with the need to minimize flood damage;
 - ii. All subdivision proposals shall have public utilities and facilities such as sewer, gas, electrical and water systems located and constructed to minimize flood damage;
 - iii. All subdivision proposals shall have adequate drainage provided to reduce exposure to flood damage; and where base flood elevation data has not been provided or is not available from another authoritative source, it shall be generated for subdivision proposals and other proposed developments which contain at least 50 lots or five acres (whichever is less).
 - e. Review of Building Permits. Where elevation data is not available either through the flood insurance study or from another authoritative source, applications for building permits shall be reviewed to assure that proposed construction will be reasonably safe from flooding. The test of reasonableness is a local judgment and includes use of historical data, high water marks, photographs of past flooding, etc. where available. Failure to elevate at least two feet above grade in these zones may result in higher insurance rates.
22. Additional Standards.
- a. Critical Facilities.
 - i. Critical facilities should be afforded additional flood protection due to their nature. The Administrator shall use the 500-year frequency flood as a minimum standard instead of the 100-year frequency flood as used for other types of development.
 - ii. Construction of new critical facilities shall be, to the extent possible, located outside the limits of the 500-year floodplain as identified on the city's FIRM. Construction of new critical facilities shall be permissible within the 500-year frequency floodplain if no feasible alternative site is available. Critical facilities constructed within the 500-year frequency floodplain shall have the lowest floor elevated to or above the level of the 500-year frequency flood or the flood protection elevation, whichever is greater. Flood proofing and sealing measures must be taken to ensure that toxic substances will not be displaced by or released into flood waters.

- iii. Access routes elevated to or above the level of the 500-year frequency flood shall be provided to all critical facilities to the extent possible.
 - b. Flood Protection Elevation. In order to account for the impacts of future development on flood depths and in order to ensure the least expensive insurance rates for floodplain occupants, all development within special flood hazard areas which requires elevation of flood proofing shall be elevated or flood proofed to the flood protection elevation (base flood elevation plus one foot).
- 23. Specific Standards. In all areas of special flood hazards where base flood elevation data has been provided as set forth in subsection (C)(1) of this section, Basis for Establishing the Areas of Special Flood Hazard, or (C)(17)(c) of this section, Use of Other Base Flood Data, the following provisions are required:
 - a. Residential Construction.
 - i. New construction and substantial improvement of any residential structure shall have the lowest floor, including basement, elevated to or above one foot above the base flood elevation. Fully enclosed areas below the lowest floor that are subject to flooding are prohibited, or shall be designed to automatically equalized hydrostatic flood forces on exterior walls by allowing for the entry and exit of flood waters. Designs for meeting this requirement must either be certified by a registered professional engineer or architect or must meet or exceed the following minimum criteria:
 - A. A minimum of two openings having a total net area of not less than one square inch for every square foot of enclosed area subject to flooding shall be provided.
 - B. The bottom of all openings shall be no higher than one-foot above grade.
 - C. Openings may be equipped with screens, louvers or other coverings or devices; provided that they permit the automatic entry and exit of flood waters.
 - b. Nonresidential Construction. New construction and substantial improvement of any commercial, industrial or other nonresidential structure shall either have the lowest floor including basement, elevated to the level of one foot above the base flood elevation or together with attendant utility and sanitary facilities shall:
 - i. Be flood proofed so that below the base flood level the structure is watertight with wall substantially impermeable to the passage of water;
 - ii. Have structural components capable of resisting hydrostatic and hydrodynamic loads and effects of buoyancy.
 - iii. Be certified by a registered professional engineer or architect that the design and methods of construction are in accordance with accepted standards of practice for meeting provisions of this subsection based on their development and/or review of the structural design, specifications and plans. Such certifications shall be provided to the official;
 - iv. Nonresidential structures that are elevated not flood proofed must meet the same standards for space below the lowest flood as described in this subsection (C)(24)(b) of this section;
 - v. Applicants flood proofing nonresidential buildings shall be notified that flood insurance premiums will be based on rates that are one foot below the flood proofed level (e.g., a building constructed to the base flood level will be rated as one foot below that level).
- 24. Manufactured Homes. All manufactured homes to be placed or substantially improved

within Zones A1-30, AH and AE shall be elevated on a permanent foundation such that the lowest floor of the manufactured home is at or above one foot above the base flood elevation and be securely anchored to an adequately anchored foundation system to resist flotation, collapse and lateral movement.

25. Recreational Vehicles. Recreational vehicles placed on sites are required to either:
 - a. Be on site for fewer than 180 consecutive days;
 - b. Be fully licensed and ready for highway use on its wheels or jacking system, be attached to the site only by quick disconnect type utilities and security devices and have no permanently attached additions; or
 - c. Meet the requirements for a manufactured home and the elevation and anchoring requirements for manufactured homes; may be allowed in the floodway and floodway fringe areas on a temporary basis.
26. Floodways and Floodway Requirements.
 - a. Special Flood Hazard Areas with Designated Floodways. In addition to those NFIP requirements for designated floodways, the Administrator shall restrict land uses within such areas to include the prohibition of construction or reconstruction of residential structures except for:
 - i. Repairs, reconstruction, or improvements to a structure which do not increase the ground floor area; and
 - ii. Repairs, reconstruction or improvements to a structure the cost of which does not exceed 50 percent of the market value of the structure either:
 - A. Before the repair, reconstruction or improvement is started, or
 - B. If the structure has been damaged and is being restored before the damage occurred. Any project for improvement of a structure to correct existing violations of state or local health, sanitary or safety code specifications which have been identified by the local code enforcement officer and which are the minimum necessary to assure safe living conditions or to structures identified as historic places shall not be included in the 50 percent determination.
 - b. Special Flood Hazard Areas Without Designated Floodways. When a regulatory floodway for a stream has not been designated, the Administrator may require that applicants for new construction and substantial improvements reasonably utilize the best available information from federal, state or other sources to consider the cumulative effect of existing, proposed and anticipated future development and determine that the increase in the water surface elevations of the base flood will not be more than one foot at any point in the community. Building and development near streams without a designated floodway shall comply with the requirement of 44 CFR 60.3 (b)(3) and (4) and (C)(10) of the NFIP regulations adopted by reference.
 - c. Located within areas of special flood hazard established in section (C)(1) of this section are areas designated as floodways. Since the floodway is an extremely hazardous area due to the velocity of flood waters which carry debris, potential projectiles and erosion potential, the following provisions apply:
 - i. Prohibit encroachments including fill, new construction, substantial improvements and other development unless certification by a registered professional engineer or architect is provided demonstrating that encroachments shall not result in any increase in flood levels during the occurrence of the base flood discharge.
 - ii. If subsection (C)(27)(c)(I) of this section is satisfied all new construction and

substantial improvements shall comply with all applicable flood hazard reduction provisions of this article.

iii. Prohibit the placement of any manufactured homes.

27. Encroachments. The cumulative effect of any proposed development when combined with all other existing and anticipated development shall not increase the water surface elevation of the base flood more than one foot at any point.

D. Geologically Hazardous Areas, Erosion Hazards and Steep Slopes

1. Classification.

a. Steep Slopes.

- i. Steep slopes are lands with slope of 30% or greater.
- ii. Slope gradient shall be measured in two-foot contours in ten-foot intervals.
- iii. Slopes greater than 15 percent and less than 30 percent are generally considered buildable; however if the Administrator in reliance upon evidence in the record or upon knowledge within the community, that a similarly situated slope between 15% and 30% has previously exhibited movement or substantial instability, the Administrator may find that the subject slope is a steep slope, for purposes of land use review and may require an applicant to provide substantial evidence, prepared by a qualified professional, a geotechnical or geological engineer, that the slopes within the proposed development area are stable and capable of safely supporting the proposed development.

b. Erosion hazard areas include severe and moderate erosion hazard areas.

- i. Severe erosion hazard areas are those areas that have severe or very severe erosion potential as detailed in the soil descriptions contained in the Soil Survey of Lewis County Area, Washington, 1987, Soil Conservation Service, USDA.
- ii. Moderate erosion hazard areas are those areas that have moderate erosion potential as detailed in the soil descriptions contained in the Soil Survey of Lewis County Area, Washington, 1987, Soil Conservation Service, USDA.

c. Landslide hazard areas are those areas meeting any of the following criteria:

- i. Areas with evidence of failure, such as areas designated as quaternary slumps, earth flows, mudflows or landslides including those areas shown on maps published by the United States Geological Survey or Department of Natural Resources Division of Geology and Earth Resources, areas that show evidence of historical failure or instability, including, but not limited to, back-rotated benches on slopes; areas with structures that exhibit structural damage such as settling and racking of building foundations; areas that have toppling, leaning or bowed trees caused by ground surface movement and areas that show past sloughing or calving of bluff sediments resulting in a vertical or steep bluff face with little or no vegetation;
- ii. Areas that are rated as unstable due to characteristics of the earth material and topography including slopes exceeding 30 percent (30%) with a vertical relief of 10 or more feet, except areas composed of competent rock or constructed slopes designed and approved by a geotechnical engineer licensed in the state of Washington and experienced with the site or engineered slopes that show stable physical characteristics based on analysis by a qualified professional;
- iii. Any area with all the following:

- A. A slope greater than 15 percent;
 - B. Hillsides intersecting geologic contacts with a relatively permeable sediment overlying a relatively impermeable sediment or bedrock; and
 - C. Springs or ground water seepage.
 - iv. Slopes that are parallel or sub-parallel to planes of weakness (such as bedding planes, joint systems and fault planes) in subsurface materials;
 - v. Slopes having gradients greater than 80 percent subject to rock fall during seismic shaking;
 - vi. Areas potentially unstable as a result of rapid stream incision and stream bank erosion or undercutting. These include slopes exceeding 10 feet in height adjacent to streams and lakes and with more than 35 percent gradient;
 - vii. Areas located in a canyon, on an alluvial fan or presently or potentially subject to inundation by debris flows or catastrophic flooding;
 - viii. Areas included in the Slope Stability Study of the Centralia-Chehalis Area, Lewis County, Washington by Allen J. Fiksdal, Department of Natural Resources, Division of Geology and Earth Resources, 1978: Areas mapped as “unstable,” “landslides” and “old landslides” (if slopes are in excess of 30 percent); and
 - ix. Areas located outside the study area on the Slope Stability Study of the Centralia-Chehalis Area, regardless of slope, that are mapped as “landslide debris” by the Washington State Department of Natural Resources, Division of Geology and Earth Resources.
2. Designation of Erosion and Landslide Hazard Areas. Lands of Lewis County meeting the classification criteria for erosion and landslide hazard areas are hereby, under Chapter 36.70A RCW, designated as erosion and landslide hazard areas, respectively.
3. Applicability.
- a. The provisions of this section shall apply to any development activity within areas classified as steep slopes, erosion hazard areas or landslide hazard areas. Development on lands classified as steep slopes, erosion hazards or landslide hazards is prohibited; provided that the Administrator may allow development on said lands only in strict conformance with the provisions of section NCAO 14.10.120.D.
 - b. Development, design, implementation and mitigation measures concerning steep slopes, erosion hazard areas and landslide hazard areas shall be prepared by a qualified professional, a geotechnical engineer, licensed in the State of Washington, and said measures shall provide construction methodologies and quality assurances that the site can be developed without significant risk to public health, safety of welfare and in conformance with the development standards enumerated in sections NCAO 14.10.120.D.5 & 6.
4. Maps and Inventory. The approximate location and extent of hazardous areas are shown on the city’s critical area maps. The city shall update the maps as new hazard areas are identified and as new information becomes available. The maps and reports cited should be used only as a general guide for landslide hazard investigation. Maintenance of maps does not imply that land outside mapped geologically hazardous areas will be without risk. Preparation and maintenance of such maps shall not create liability on the part of the City of Napavine, or any officer or employee thereof, for any damages that result from reliance on said maps or any decision lawfully made hereunder.
5. Development standards for erosion hazard areas. Uses and activities shall conform to the following standards:

- a. Severe erosion hazard areas, including all slopes in excess of 30% shall be protected to provide multiple benefits including reduction of erosion, reduction of sedimentation in water bodies and preservation of related ecological values. Modification of topography and vegetation shall be strictly limited.
 - i. Subdivision within erosion hazard areas shall be designed to fully avoid disturbance and removal of soil or vegetation within the severe erosion hazard area.
 - ii. Land that is located partially or wholly within a severe erosion hazard area or its buffer may be divided provided that each resulting lot has sufficient buildable area outside of the severe erosion hazard area with provision for drainage, erosion control and related features that will not adversely affect the hazard area.
- b. Moderate erosion hazard areas, not including land classified as a steep slope, shall be protected through provisions adequate to limit erosion and sedimentation during construction and use.
- c. An erosion control plan for a severe and moderate erosion hazard area shall incorporate the following and shall be coordinated with requirements under other city or county codes and state National Pollutant Elimination System permits and other agency requirements:
 - i. Alteration of topography and disturbance and removal of vegetation shall be minimized to the maximum extent feasible by location on the least sensitive portion of the site. In a land division or multi-unit development, structures shall be clustered.
 - ii. To conform to existing topography of the site reduce topographic modification, foundations shall conform to the natural contours of the slope and be stepped/tiered where possible.
 - iii. Roads, driveways, other vehicular access, trails, walkways and parking areas shall be located in the least sensitive area of the site and designed with low gradients and/or parallel to the natural contours of the site. Retaining walls shall be preferred over cut and fill slopes to minimize topographic modification.
- d. Clearing and Grading.
 - i. The area of clearing and grading shall be minimized to the maximum extent feasible;
 - ii. Impervious surfaces shall be minimized to the maximum extent feasible;
 - iii. Clearing and grading to create a flat area for lawn or recreation is prohibited in severe erosion hazard areas and steep slopes;
 - iv. Undergrowth shall be preserved to the maximum extent feasible.
- e. Erosion Control Management.
 - i. The area of vegetation disturbance shall be minimized through a staging plan to develop sites in sequence with full stabilization of early phases, such as infrastructure installation, before disturbance for structures and other facilities in order to minimize erosion potential.
 - ii. Erosion and sedimentation control facilities such as silt fences shall be installed prior to any clearing and grading.
 - iii. Disturbed areas shall be protected from erosion through implementation of best management practices, including groundcovers, such as filter fabrics within 24 hours after disturbance. Vegetative cover shall be re-established on disturbed surfaces as soon as feasible, but in all cases prior to the rainy season.
 - iv. A drainage plan shall include:
 - A. Surface drainage, including downspouts, shall not be used in erosion hazard areas or steep slopes. Drainage originating above an erosion hazard area shall be collected

- and directed by a tight line drain, and provided with an energy dissipative device for discharge to a swale or other acceptable natural drainage areas.
- B. Storm water retention and detention systems, including percolation systems utilizing buried pipe, are prohibited on steep slopes or severe hazard areas and strongly discouraged on moderate erosion hazard areas.
 - C. On-site sewage disposal system drain fields are prohibited on severe erosion hazard areas and strongly discouraged on moderate erosion hazard.
- f. Utility lines and pipes shall be permitted in steep slopes or severe and moderate erosion hazard areas only where analysis by a qualified professional certifies that such system will not result in an increase in erosion. The qualified professional shall also certify that the systems are installed as designed and function as predicted.
6. Development standards for landslide hazard areas. Uses and activities permit shall conform to the following standards:
- a. Protection of Landslide Area and Buffer. The landslide hazard area and associated buffer shall be protected from disturbance, except in compliance with the standards of this section. Modification of topography and vegetation in landslide hazard areas shall be stringently limited to provide multiple benefits of long-term stability of sensitive slopes and related benefits including reduction of erosion potential, reduction of storm water runoff and preservation of related ecological values. Unless otherwise provided or as part of an approved alteration, removal of vegetation from a landslide hazard area or related buffer shall be prohibited. The landslide and buffer shall include woody vegetation adequate to stabilize the soil and prevent mass wasting. If the designated buffer area lacks adequate woody vegetation, the Administrator, after consultation with a qualified professional through the city's peer review process, shall have the authority to require vegetation restoration or other measures to improve slope stability.
 - b. A buffer shall be established from all edges of landslide hazard areas. The size of the buffer shall be determined by the Administrator, after consultation with a qualified professional through the city's peer review process, to minimize or eliminate the risk of death, personal injury, property damage and effects on other elements of the environment resulting from earth movement caused in whole or in part by the development.
 - i. The buffer from the top of the slope shall be designed to protect persons and property from damage due to catastrophic slope failure and slope retreat over the lifetime of its use and provide an area of vegetation to promote the shallow stability, control erosions and multiple benefits to wildlife and other resources. The minimum dimensions of the buffer shall be equal to the greater of:
 - A. The distance from the top of the slope equal to the vertical distance from the toe of slope to the top of slope;
 - B. The distance from the top of the slope equal to the distance from the toe of the slope upslope at a slope of 2:1 (horizontal to vertical) to a point that intersects with the site's ground elevation; or
 - C. Fifty (50) feet from the top of the slope.
 - ii. The minimum buffer from the bottom of a slope shall provide for safety of persons and property from the run-out resulting from slope failure and shall be the greater of:
 - A. The height of the slope; or
 - B. Fifty (50) feet from the toe of the slope.
 - c. Landslide Hazard Area Design Standards

- i. Subdivision within landslide hazard areas and associated buffers shall be designed to reduce soil disturbance and removal of vegetation. Land that is located partially within a landslide hazard area or its buffer may be divided provided that each resulting lot has sufficient buildable area outside of the hazardous area and buffer with provision for drainage, erosion control and related features that will not adversely affect the hazard area or its buffer. Land within a landslide hazard area and its buffer may not be subdivided to create buildable sites within the landslide hazard area. All plats and short plats will clearly show the boundary of the hazard area and buffer together with a restriction prohibiting development within the hazard area.
- ii. Roads, driveways, other vehicular access, trails, walkways and parking areas may be permitted only if the standards for alteration exist, including through the provisions of Chapter 8.24 RCW. If access through hazardous areas is granted, exceptions or deviations from technical standards for width or other dimensions and specific construction standards to minimize impacts may be specified. Access roads and trails shall be engineered and built to standards that avoid the need for major repair or reconstruction beyond that which would be required in non-hazard areas and shall be:
 - A. Located in the least sensitive area of the site.
 - B. Designed to minimize topographic modification with low gradients and/or parallel to the natural contours of the site.
 - C. Retaining walls shall be preferred over cut and fill slopes to minimize topographic modification.
- iii. Structures may be permitted only if the standards for alteration below are met and shall be designed to meet the following standards:
 - A. Structures and impervious surfaces shall be located on the least sensitive portion of the site and designed to minimize disturbance and removal of vegetation.
 - B. Foundations should conform to the natural contours of the slope and foundations shall be stepped/tiered where possible to conform to existing topography of the site.
 - C. Retaining walls shall be preferred over cut and fill and shall be incorporated into structures wherever feasible.
- d. Clearing and grading may be permitted only if the standards for alteration below are met and shall meet the following standards:
 - i. Clearing and grading shall minimize ground disturbance to the maximum extent feasible to accommodate allowed development and generally shall not extend more than 10 feet beyond the approved development;
 - ii. Undergrowth shall be preserved to the extent feasible; and
 - iii. No dead vegetation, fill or other foreign material shall be placed within a landslide hazard area, other than that approved for bulkhead or other methods of stream bank stabilization as provided in regulations for streams in this chapter and under the Shoreline Master Program.
- e. Drainage.
 - i. Surface drainage, including downspouts, shall not be directed across the face of a hazard area. If drainage must be discharged from the top of a hazard area to its toe, it shall be collected above the top and directed to the toe by a tight line drain and provided with an energy dissipative device at the toe for discharge to a swale or other acceptable natural drainage areas.
 - ii. Storm water retention and detention systems, including percolation systems utilizing

- buried pipe, shall be located outside the landslide hazard area and its buffer.
- f. On-site sewage disposal system drain fields shall be located outside the landslide hazard area and its buffer. The septic system drain field must be in compliance with the regulations of the Lewis County Health Department or its successors.
 - g. Utility lines and pipes shall be permitted in landslide hazard areas. The line or pipe shall be located above ground and properly anchored and/or designed so that it will continue to function in the event of an underlying slide.
 - h. Lot size. For the purpose of determining lot sizes within hazard areas, the Administrator shall review available information, including any required geotechnical assessments and make a decision on a case-by-case basis based on the reports.

E. Wetlands.

1. Purpose. The purpose of this Chapter is to:
 - a. Recognize and protect the beneficial functions performed by wetlands. Wetlands constitute important natural resources which provide significant environmental functions including: the control and storage of flood waters, stabilizing stream banks, reduction in erosion, improving water quality through biofiltration, adsorption, retention, and transformation of sediments, nutrients, and toxicants, recharge of ground water and provisions of significant habitat areas for fish and wildlife. Uncontrolled urban-density development in and adjacent to wetlands can eliminate or significantly reduce the ability of wetlands to provide these important functions, thereby detrimentally affecting public health, safety and general welfare.
 - b. Regulate land use to avoid adverse effects on wetlands and maintain the functions and values of wetlands throughout the City of Napavine.
 - c. Establish review procedures for development proposals in and adjacent to wetlands.
2. Applicability. The provisions of this chapter apply to any disturbance occurring or land use proposal affecting a wetland or its buffer unless otherwise expressly exempted by this chapter. Except where a contrary intent clearly appears, the provisions of this chapter shall be construed to the maximum feasible extent consistent with the Federal Clean Water Act, 33 USC Section 1251 et seq., and the rules and guidelines promulgated pursuant thereto. Nothing in this chapter shall be construed to preclude application of the State Environmental Policy Act in approving applications not listed in NCAO 14.10.070.
3. Identification, Delineation, and Rating.
 - a. Identification and Delineation. Identification of wetlands and delineation of their boundaries pursuant to this Chapter shall be done in accordance with the approved federal wetland delineation manual and applicable regional supplement. All areas within the City of Napavine meeting the wetland definition and designation criteria in that procedure are hereby designated critical areas and are subject to the provisions of this Chapter. Wetland delineations are valid for five years; after such date the City of Napavine shall determine whether a revision or additional assessment is necessary. Wetland delineations will be documented on a ground-verified map using either professional surveying methods or an equivalent professional method using GPS with sub-meter accuracy.
 - b. Rating. Wetlands shall be rated according to the Washington Department of Ecology wetland rating system, as set forth in the Washington State Wetland Rating System for Western Washington: 2014 Update (Ecology Publication [14-06-030 or 14- 06-029] or as

revised). The descriptions of wetland categories according to the rating system are as follows:

- i. Category I. Category I wetlands are: (a) relatively undisturbed estuarine wetlands larger than one acre; (b) wetlands of high conservation value that are identified by scientists of the Washington Natural Heritage Program/DNR; (c) bogs; (d) mature and old-growth forested wetlands larger than one acre; (e) wetlands in coastal lagoons; (f) interdunal wetlands that score eight or nine habitat points and are larger than one acre; and (g) wetlands that perform many functions well (scoring twenty-three points or more). These wetlands: (a) represent unique or rare wetland types; (b) are more sensitive to disturbance than most wetlands; (c) are relatively undisturbed and contain ecological attributes that are impossible to replace within a human lifetime; or (d) provide a high level of functions.
 - ii. Category II. Category II wetlands are: (a) estuarine wetlands smaller than one acre, or disturbed estuarine wetlands larger than one acre; (b) interdunal wetlands larger than one acre or those found in a mosaic of wetlands; or (c) wetlands with a moderately high level of functions (scoring between twenty and twenty-two points).
 - iii. Category III. Category III wetlands are: (a) wetlands with a moderate level of functions (scoring between sixteen and nineteen points); (b) can often be adequately replaced with a well-planned mitigation project; and (c) interdunal wetlands between 0.1 and one acre. Wetlands scoring between sixteen and nineteen points generally have been disturbed in some ways and are often less diverse or more isolated from other natural resources in the landscape than Category II wetlands.
 - iv. Category IV. Category IV wetlands have the lowest levels of functions (scoring fewer than sixteen points) and are often heavily disturbed. These are wetlands that we should be able to replace, or in some cases to improve. However, experience has shown that replacement cannot be guaranteed in any specific case. These wetlands may provide some important functions, and should be protected to some degree.
 - c. Illegal modifications. Wetland rating categories shall not change due to illegal modifications made to the wetland.
 - d. Responsibility. The wetland delineation is the responsibility of the applicant. The Administrator shall verify the accuracy of the boundary delineation. This review period may be extended when excessively dry conditions prohibit the confirmation of the wetland delineation. If the delineation is found to be in question, the Administrator will notify the applicant within 30 working days of receiving the delineation report, citing evidence (for example soil samples) that demonstrates where the delineation is believed to be in error. The applicant then may either revise the delineation and submit another report or administratively appeal. The City of Napavine may consult with agencies with expertise and jurisdiction over the critical areas during the review to assist with identification, analysis, and accuracy of critical area delineations.
4. Regulated Activities. For any proposed regulated activity, a critical area report may be required to support the requested activity.
- a. The following activities are regulated if they occur in a regulated wetland or its buffer:
 - i. The removal, excavation, grading, or dredging of soil, sand, gravel, minerals, organic matter, or material of any kind;
 - ii. The dumping of, discharging of, or filling with any material;
 - iii. The draining, flooding, or disturbing of the water level or water table;

- iv. The placing of obstructions;
 - v. The construction, reconstruction, demolition, or expansion of any structure;
 - vi. The destruction or alteration of wetland vegetation through clearing, harvesting, shading, intentional burning, or planting of vegetation that would alter the character of a regulated wetland;
 - vii. Class IV General Forest Practices under the authority of the 1992 Washington State Forest Practices Act Rules and Regulations, WAC 222-12-030, or as thereafter amended;
 - viii. Activities that result in:
 - A. A significant change of water temperature,
 - B. A significant change of physical or chemical characteristics of the sources of water to the wetland,
 - C. A significant change in the timing, frequency,
 - D. depth, or duration of water entering or within the wetland,
 - E. The introduction of pollutants;
 - b. Subdivisions. The subdivision and/or short subdivision of land where wetlands and/or associated buffers are present are subject to the following:
 - i. Land that is located wholly within a wetland and/or wetland buffer may not be subdivided.
 - ii. Land that is located partially within a wetland and/or wetland buffer may be subdivided provided that an accessible and contiguous portion of each new lot is:
 - A. Located outside of the wetland and buffer; and
 - B. Meets the minimum lot size requirements of the City of Napavine zoning code.
5. Exempted Wetlands. Wetlands that meet the following criteria are not subject to the avoidance or minimization requirements of the mitigation NCAO 14.10.120.E(8)(a) in accordance with the following provisions, and they may be filled if the impacts are fully mitigated based on the remaining actions in NCAO 14.10.120.E(8)(b).
- a. All Category IV wetlands that are less than 4000 square feet where it has been shown by the applicant that they are not associated with a riparian areas or their buffers, are not associated with shorelines of the state or their associated buffers, are not part of a wetland mosaic, do not score 6 or more points for habitat function based on the Washington State Wetland Rating System for Western Washington: 2014 Update (Ecology Publication [#14-06-030 or #14-06-029]), or as revised and approved by Ecology) and do not contain a Priority Habitat or Priority Species identified by the Washington Department of Fish and Wildlife and do not contain state or federally listed species or their critical habitat or species of local importance identified in the City of Napavine code.
 - b. Wetlands less than 1,000 square feet that meet the above criteria are exempt from the buffer provisions contained in this Chapter.
6. Wetland Buffers.
- a. Buffer Requirements. The buffer tables have been established in accordance with the best available science. They are based on the category of wetland and the habitat score as determined by a qualified wetland professional using the Washington State Wetland Rating System for Western Washington: 201 Update (Ecology Publication [#14-06-030 or #14-06-029], or as revised).
 - b. All buffers shall be measured perpendicularly outward from the delineated wetland boundary. The standard buffer widths assume that the buffer is vegetated with a native plant

community appropriate for the ecoregion. If the existing buffer is unvegetated, sparsely vegetated, or vegetated with invasive species that do not perform needed functions, the buffer should either be planted to create the appropriate plant community.

**Table 14.10.120.E(6)-1.
Wetland buffer width requirements, in feet, if Table 2 is implemented and a habitat corridor is provided.**

Category of wetland	Habitat score 3-5 points (corridor not required)	Habitat score 6-7 points	Habitat score 8-9 points	Buffer width based on special characteristics
Category I or II: Based on rating of wetland functions (and not listed below)	75	110	225	NA
Category I: Bogs and Wetlands of High Conservation Value	NA	NA	225	190
Category I: Forested	75	110	225	NA
Category III: All types	60	110	225	NA
Category IV: All types	40	40	40	NA

- c. Buffer Reduction. Developments that produce the listed disturbances may request a buffer reduction from the base buffer widths in Table 14.10.120.E (6)-3. Applicants are required to address the disturbance through the use of applicable minimization measures. Table 14.10.120.E(6)-2 is not a complete list of measures, nor is every example measure required. Though not every measure is required, all effort should be made to implement as many measures as possible. The Administrator shall determine, in coordination with the applicant, which measures are applicable and practicable.

Table 14.10.120.E(6)-2. Impact Minimization Measures

Examples of disturbance	Activities and uses that cause disturbances	Examples of measures to minimize impacts
Lights	Parking lots Commercial/Industrial Residential Recreation (e.g., athletic fields) Agricultural buildings	Direct lights away from wetland Only use lighting where necessary for public safety and keep lights off when not needed Use motion-activated lights Use full cut-off filters to cover light bulbs and direct light only where needed Limit use of blue-white colored lights in favor of red-amber hues Use lower-intensity LED lighting Dim light to the lowest acceptable intensity
Noise	Commercial Industrial Recreation (e.g., athletic fields, bleachers, etc.) Residential Agriculture	Locate activity that generates noise away from wetland Construct a fence to reduce noise impacts on adjacent wetland and buffer Plant a strip of dense shrub vegetation adjacent to wetland buffer
Toxic runoff	Parking lots Roads Commercial/industrial Residential areas Application of pesticides Landscaping Agriculture	Route all new, untreated runoff away from wetland while ensuring wetland is not dewatered Establish covenants limiting use of pesticides within 150 ft. of wetland <ul style="list-style-type: none"> • Apply integrated pest management (These examples are not necessarily adequate for minimizing toxic runoff if threatened or endangered species are present at the site.)

Stormwater runoff	Parking lots Roads Residential areas Commercial/industrial Recreation Landscaping/lawns Other impermeable surfaces, compacted soil, etc.	Retrofit stormwater detention and treatment for roads and existing adjacent development Prevent channelized or sheet flow from lawns that directly enters the buffer Infiltrate or treat, detain, and disperse new runoff from impervious surfaces and lawns
Pets and human disturbance	Residential areas Recreation	Use privacy fencing Plant dense native vegetation to delineate buffer edge and to discourage disturbance Place wetland and its buffer in a separate tract Place signs around the wetland buffer every 50-200 ft., and for subdivisions place signs at the back of each residential lot When platting new subdivisions, locate greenbelts, stormwater facilities, and other lower-intensity uses adjacent to wetland buffers
Dust	Tilled fields Roads	Use best management practices to control dust

Table 14.10.120.E(6)-3. Wetland buffer width requirements, in feet, for applicants NOT providing a habitat corridor or implementing measures in Table 14.10.120.E.(6)-2

Category of wetland	Habitat score 3-5 points	Habitat score 6-7 points	Habitat score 8-9 points	Buffer width based on special characteristics
Category I & II: Based on rating of wetland functions (and not listed below)	100	150	300	NA
Category I: Bogs and Wetlands of High Conservation Value	NA	NA	300	250
Category I: Forested	100	150	300	NA
Category III: All types	80	150	300	NA
Category IV	NA	NA	NA	50

- i Wetlands that score 6 points or more for habitat function: the buffers in Table 14.10.120.E(6)-1 can be used only if all of the following criteria are met:
 - A A relatively undisturbed, vegetated corridor at least 100 feet wide is protected between the wetland and:
 - 1. A legally protected, relatively undisturbed and vegetated area (e.g., Priority Habitats, compensatory mitigation sites, wildlife areas/refuges, national, county, and state parks where they have management plans with identified areas designated as Natural, Natural Forest, or Natural Area Preserve, or
 - 2. An area that is the site of a Watershed Project identified within, and fully consistent with, a Watershed Plan as defined by RCW 89-08-460, or
 - 3. An area where development is prohibited according to the provisions of the local shoreline master program, or
 - 4. An area with equivalent habitat quality that has conservation status in perpetuity, in consultation with WDFW.
 - B. The corridor is permanently protected for the entire distance between the wetland and the shoreline or legally protected area by a conservation easement, deed restriction, or other legal site protection mechanisms.
 - C. Presence or absence of the shoreline or Priority Habitat must be confirmed by a qualified biologist or shoreline Administrator.
 - D. The measures in Table 2 are implemented, as applicable, to minimize the impacts of the adjacent land uses.
 - i. For wetlands that score 5 or fewer habitat points, only the measures in Table 2 are required for the use of the buffers in Table 1.
 - ii. If an applicant does not apply the mitigation measures in Table 2 or is unable to provide a protected corridor, then the buffers in Table 3 shall be used.
 - iii. The buffer widths in Tables 1 and 3 assume that the buffer is vegetated with a native plant community appropriate for the ecoregion. If the existing buffer is un-vegetated, sparsely vegetated, or vegetated with invasive species that do not perform needed functions, the buffer must either be planted to create the appropriate native plant community or be widened to ensure that the buffer provides adequate functions to protect the wetland.
- d. Increased Wetland Buffer Width. Buffer widths shall be increased on a case-by-case basis as determined by the Administrator when a wider buffer is necessary to protect wetland functions and values. This determination shall be supported by appropriate documentation showing that it is reasonably related to the protection of the functions and values of the wetland. The documentation shall include but not be limited to the following criteria:
- i. The wetland is used by a state or federally listed plant or animal species. These species would be those listed under WAC 220-610-010, 50 CFR 17.11, 50 CFR 17.12, or other state or federal regulations.
 - ii. The wetland has critical habitat; or a priority area for a priority species as defined by WDFW; or Wetlands of High Conservation Value as defined by the Washington Department of Natural Resources' Natural Heritage Program.
 - iii. The adjacent land is susceptible to severe erosion, and erosion-control measures will not effectively prevent adverse wetland impacts.
 - iv. The adjacent land has minimal vegetative cover.

- v. The land has slopes greater than 30 percent.
- e. Buffer averaging to improve wetland protection may be permitted when all of the following conditions are met:
 - i. The wetland has significant differences in characteristics that affect its habitat functions, such as a wetland with a forested component adjacent to a degraded emergent component or a dual-rated wetland with a Category I area adjacent to a lower-rated area.
 - ii. The buffer is increased adjacent to the higher-functioning area of habitat or more sensitive portion of the wetland and decreased adjacent to the lower-functioning or less-sensitive portion as demonstrated by a critical area report from a qualified wetland professional.
 - iii. The total area of the buffer after averaging is equal to the area required without averaging.
 - iv. The buffer at its narrowest point is never less than either 75 percent of the required width or 75 feet for Category I and II, 50 feet for Category III, and 25 feet for Category IV, whichever is greater.
- f. Averaging to allow reasonable use of a parcel may be permitted when all of the following are met:
 - i. No feasible alternatives to the site design could be accomplished without buffer averaging.
 - ii. The averaged buffer will not result in degradation of the wetland's functions and values as demonstrated by a critical area report from a qualified wetland professional.
 - iii. The total buffer area after averaging is equal to the area required without averaging.
 - iv. The buffer at its narrowest point is never less than either 75 percent of the required width or 75 feet for Category I and II, 50 feet for Category III and 25 feet for Category IV, whichever is greater.
- g. Allowed Buffer Uses. The following uses may be allowed within a wetland buffer in accordance with the review procedures of this Chapter, provided they are not prohibited by any other applicable law, and they are conducted in a manner so as to minimize impacts to the buffer and adjacent wetland:
 - i. Conservation or restoration activities aimed at protecting the soil, water, vegetation, or wildlife.
 - ii. Passive recreation facilities designed in accordance with an approved critical area report, including walkways and trails, provided that they have no adverse impact on water quality. They should be generally parallel to the perimeter of the wetland, located only in the outer twenty-five percent (25%) of the wetland buffer area, and located to avoid removal of significant vegetation. They should be limited to pervious surfaces no more than five (5) feet in width and designed for pedestrian use only. Raised boardwalks utilizing non-treated pilings may be acceptable, and wildlife-viewing structures.
 - iii. Educational and scientific research activities.
 - iv. Normal and routine maintenance and repair of any existing public or private facilities within an existing right-of-way, provided that the maintenance or repair does not increase the footprint or use of the facility or right-of-way.
 - v. The harvesting of wild crops in a manner that is not injurious to natural reproduction of such crops and provided the harvesting does not require tilling of soil, planting of crops, chemical applications, or alteration of the wetland by changing existing topography, water conditions, or water sources.
 - vi. Drilling for utilities/utility corridors under a buffer, with entrance/exit portals located

completely outside of the wetland buffer boundary, provided that the drilling does not alter the ground water connection to the wetland or percolation of surface water down through the soil column. Specific studies by a hydrologist are necessary to determine whether the ground water connection to the wetland or percolation of surface water down through the soil column would be disturbed.

- vii. Enhancement of a wetland buffer through the removal of non-native invasive plant species. Removal of invasive plant species shall be restricted to hand removal. All removed plant material shall be taken away from the site and appropriately disposed of. Plants that appear on the Washington State Noxious Weed Control Board list of noxious weeds should be handled and disposed of according to a noxious weed control plan appropriate to that species. Revegetation with appropriate native species at natural densities is allowed in conjunction with removal of invasive plant species.
- viii. Repair and maintenance of legally established non-conforming uses or structures, provided they do not increase the degree of nonconformity.
- h. Functionally Disconnected Buffer Area. Buffers may exclude areas that are functionally and effectively disconnected from the wetland by an existing public or private road or historically preexisting structure, as determined by the Administrator. Functionally and effectively disconnected means that the road or other significant development blocks the protective measures provided by a buffer. Significant developments shall include built public infrastructure such as roads and railroads, and private developments such as homes or commercial structures. The director shall evaluate whether the interruption will affect the entirety of the buffer. Individual structures may not fully interrupt buffer function. In such cases, the allowable buffer exclusion should be limited in scope to just the portion of the buffer that is affected. Where questions exist regarding whether a development functionally disconnects the buffer, or the extent of that impact, the Administrator may require a critical area report to analyze and document the buffer functionality.
- i. Signs and Fencing:
 - i. Temporary markers. The outer perimeter of the wetland buffer and the clearing limits identified by an approved permit or authorization shall be marked in the field with temporary high-visibility fencing in such a way as to ensure that no unauthorized intrusion will occur. The marking is subject to inspection by the Administrator prior to the commencement of permitted activities. This temporary marking shall be maintained throughout construction and shall not be removed until permanent signs, if required, are in place.
 - ii. Permanent signs. As a condition of any permit or authorization issued pursuant to this Chapter, the Administrator may require the applicant to install permanent signs along the boundary of a wetland or buffer.
 - A. Permanent signs shall be made of an enamel-coated metal face attached to a metal post or another non-treated material of equal durability. Signs shall be posted at an interval of one (1) every fifty (100) feet, or one (1) per lot if the lot is less than fifty (100) feet wide, and shall be maintained by the property owner in perpetuity. The signs shall be worded as follows or with alternative language approved by the Administrator:

**Protected Wetland Area
Do Not Disturb
Contact The City of Napavine**

**Regarding Uses, Restrictions,
and Opportunities for Stewardship**

- B. The provisions of Subsection i may be modified as necessary to assure protection of sensitive features or wildlife.
 - iii. Fencing
 - A. The applicant shall be required to install a permanent fence around the wetland or buffer when adjacent activities could degrade the wetland or its buffer. Examples include domestic animal grazing, unauthorized access by humans or pets, noise generating activities, etc.
 - B. Fencing installed as part of a proposed activity or as required in this subsection shall be designed so as to not interfere with species migration, including fish runs, and shall be constructed in a manner that minimizes impacts to the wetland and associated habitat.
 - j. Buffer Maintenance. Except as otherwise specified or allowed in accordance with this Chapter, wetland buffers shall be retained in an undisturbed or enhanced condition. In the case of compensatory mitigation sites, removal of invasive, non-native weeds is required for the duration of the mitigation bond (NCAO 14.10.120.E(8)(j.ii.A.10)).
 - k. Impacts to Buffers. Requirements for the compensation for impacts to buffers are outlined in NCAO 14.10.120.E(8)(k) of this Chapter.
 - l. Overlapping Critical Area Buffers. If buffers for two critical areas overlap (such as buffers for a stream and a wetland), the wider buffer applies.
7. Critical Area Report for Wetlands
- a. If the Administrator determines that the site of a proposed development includes, is likely to include, or is adjacent to a wetland or wetland buffer, a wetland report, prepared by a qualified professional, shall be required. The expense of preparing the wetland report shall be borne by the applicant.
 - b. Minimum Standards for Wetland Reports. The written report and the accompanying plan sheets shall contain the following information, at a minimum:
 - i. The written report shall include at a minimum:
 - A. The name and contact information of the applicant; the name, qualifications, and contact information of the primary author(s) of the report; a description of the proposal; identification of all the local, state, and/or federal wetland-related permit(s) required for the project; and a vicinity map for the project.
 - B. A statement specifying the accuracy of the report and all assumptions made and relied upon.
 - C. Documentation of any fieldwork performed on the site, including field data sheets for delineations, rating system forms, baseline hydrologic data, etc.
 - D. A description of the methodologies used to conduct the wetland delineations, wetland ratings, and impact analyses, including references.
 - E. Identification and characterization of all critical areas, water bodies, shorelines, floodplains, and buffers on or adjacent to the proposed project area. For areas off the project site, estimate conditions within 300 feet of the project boundaries using all reliable available information.
 - F. For each wetland identified on site and within 300 feet of the project boundary, provide the completed wetland rating, per NCAO 14.10.120.E(3)(b) of this

Chapter; required buffers; hydrogeomorphic classification; wetland area based on the field delineation (area for on-site portion and estimate entire wetland area including off-site portions); Cowardin classifications; habitat elements; soil conditions based on site assessment and/or soil survey information; and to the extent possible, hydrologic information such as location and condition of inlets/outlets, estimated water depths within the wetland, and estimated hydroperiod patterns based on visual cues (e.g., algal mats, drift lines, flood debris, etc.). Provide area estimates, classifications, and ratings based on entire wetland units, not only the portion present on the proposed project site.

- G. A description of the proposed actions, including an estimation of area of impacts to wetlands and buffers based on the field delineation, and an analysis of site development alternatives, including a no-development alternative.
- H. An assessment of the probable cumulative impacts to the wetlands and buffers resulting from the proposed development, considering past development and potential future development.
- I. A description of how mitigation sequencing has been followed, pursuant to section NCAO 14.10.120.E(8)(a).
- J. An evaluation of the functions of the wetland and its buffer, including references for the method used and data sheets.
- K. A discussion of the potential impacts to the wetland(s) associated with any anticipated hydroperiod alterations from the project.
- ii. The site plan sheet(s) shall include, at a minimum:
 - A. Maps (to scale) depicting delineated and mapped wetlands and required buffers on site, including buffers for off-site wetlands that extend onto the project site; the development proposal; other critical areas and their buffers; grading and clearing limits; and areas of proposed impacts to wetlands and/or buffers (include square footage or acreage).
 - B. A depiction of the proposed stormwater management facilities and outlets (to scale) for the development, including estimated areas of intrusion into wetland buffers.

8. Compensatory Mitigation

- a. Mitigation Sequencing. Before being authorized to impact any wetland or its buffer, an applicant shall demonstrate that they have implemented mitigation in the following order:
 - i. Avoid impacts altogether by not taking a certain action or parts of an action.
 - ii. Minimize impacts by limiting the degree or magnitude of the action and its implementation, by using appropriate technology, or by taking affirmative steps to avoid or reduce impacts.
 - iii. Rectify impacts by repairing, rehabilitating, or restoring the affected environment.
 - iv. Reduce or eliminate impacts over time by preservation and maintenance operations.
 - v. Compensate for impacts by replacing, enhancing, or providing substitute resources or environments.
 - vi. Monitor required compensation and take remedial or corrective measures when necessary.
- b. Requirements for Compensatory Mitigation:
 - i. Compensatory mitigation for alterations to wetlands shall be used only for impacts that cannot be avoided or minimized and shall achieve equivalent or greater functions.

Compensatory mitigation plans shall be consistent with this chapter and Mitigation in Washington State—Part 2: Developing Mitigation Plans—Version 1 (Ecology Publication #06-06-011b, Olympia, WA, March 2006, or as revised), and Selecting Wetland Mitigation Sites Using a Watershed Approach Western Washington (Ecology Publication #09-06-32).

- ii. Mitigation ratios, if used, shall be consistent with NCAO 14.10.120.E(8)(h).
- iii. Mitigation requirements may be determined using the Credit-Debit Method described in Calculating Credits and Debits for Compensatory Mitigation in Wetlands of Western Washington (Ecology Publication #10-06-011) or as revised consistent with NCAO 14.10.120.E(8)(h).
- iv. Plantings used in mitigation actions shall be native species appropriate to the ecoregion.
- v. The following areas within a proposed compensation site shall not contribute to satisfying the requirements for compensatory mitigation:
 - A. Easements for utility corridors, maintained stormwater facilities, and rights-of-way.
 - B. Driveways.
 - C. Roads.
 - D. Any paved or graveled areas intended to convey vehicle or foot traffic.
- vi. Buffers on Wetland Mitigation Sites. All wetland mitigation sites shall have buffers consistent with the buffer requirements of this Chapter.
- c. Compensating for Lost or Affected Functions. Compensatory mitigation shall address the functions affected by the proposed project, with an intention to achieve functional equivalency or improvement of functions. The goal shall be for the compensatory mitigation to provide similar wetland functions as those lost, except when either:
 - i. The lost wetland provides minimal functions, and the proposed compensatory mitigation action(s) will provide equal or greater functions or will provide functions shown to be limited within a watershed through an existing watershed plan or a local or regional study that characterizes watershed processes; or
 - ii. Out-of-kind replacement of wetland type or functions will best meet watershed goals formally identified by a watershed plan, such as replacement of historically diminished wetland types.
- d. Approaches to Compensatory Mitigation. Mitigation for lost or diminished wetland and buffer functions shall rely on the approaches listed below:
 - i. Wetland Mitigation Banks. Credits from a wetland mitigation bank certified under Chapter 173-700 WAC may be used to compensate for impacts located within the service area specified in the mitigation bank instrument if all the following are met:
 - A. The Administrator determines that it would provide appropriate compensation for the proposed impacts; and
 - B. The proposed use of credits is consistent with the terms and conditions of the mitigation bank instrument.
 - C. Mitigation ratios are consistent with ratios specified in the mitigation bank instrument.
 - ii. Permittee-responsible, concurrent mitigation. Concurrent mitigation is a form of permittee-responsible mitigation implemented at the same time permitted impacts are occurring. The permittee is responsible for implementation and success of the compensation. Concurrent mitigation may occur at the site of the permitted impacts or at an off-site location, usually within the same watershed. Permittee-responsible,

concurrent mitigation shall be used only if the applicant's qualified wetland professional demonstrates to the Administrator's satisfaction that the proposed approach is ecologically preferable to use of a bank, consistent with the criteria in this section.

- iii. Permittee-responsible, advance mitigation. Advance mitigation is a form of permittee responsible mitigation implemented before a permitted impact takes place. It is designed to compensate for impacts expected to occur in the future. The applicant proposing the advance mitigation is the only one who can use the credits generated. Credits cannot be sold or transferred to another applicant. Advance mitigation proposals should be developed in accordance with state and federal rules and guidance on advance mitigation (Interagency Regulatory Guide: Advance Permittee-Responsible Mitigation, Ecology Publication #12-06-015, December 2012, and Chapter 4.2 of Wetland Mitigation in Washington State—Part 1: Policies and Guidance—Version 2, Ecology Publication #21-06-003, April 2021, or as revised).
- e. Methods of Compensatory Mitigation. Mitigation for wetland and buffer impacts shall rely on a method listed below in order of preference. A lower-preference form of mitigation shall be used only if the applicant's qualified wetland professional demonstrates to the Administrator's satisfaction that all higher-ranked types of mitigation are not viable, consistent with the criteria in this section.
 - i. Restoration: The manipulation of the physical, chemical, or biological characteristics of a site with the goal of returning natural/historic functions and environmental processes to a former or degraded wetland. Restoration is divided into two categories:
 - A. Re-establishment: The manipulation of the physical, chemical, or biological characteristics of a site with the goal of returning natural/historic functions and environmental processes to a former wetland. Re-establishment results in rebuilding a former wetland and results in a gain in wetland area and functions. Example activities could include removing fill, plugging ditches, or breaking drain tiles to restore a wetland hydroperiod, which in turn will lead to restoring wetland biotic communities and environmental processes.
 - B. Rehabilitation: The manipulation of the physical, chemical, or biological characteristics of a site with the goal of repairing natural/historic functions and environmental processes to a degraded wetland. Rehabilitation results in a gain in wetland function but does not result in a gain in wetland area. [In other words, the area already meets wetland criteria, but hydrological processes have been altered. Rehabilitation involves restoring historic hydrologic processes.] Example activities could involve breaching a dike to reconnect wetlands to a floodplain or return tidal influence to a wetland.
 - ii. Establishment (Creation): The manipulation of the physical, chemical, or biological characteristics of a site to develop a wetland on an upland where a wetland did not previously exist at an upland site. Establishment results in a gain in wetland area and functions. An example activity could involve excavation of upland soils to elevations that will produce a wetland hydroperiod and hydric soils by intercepting groundwater, and in turn supports the growth of hydrophytic plant species.
 - A. If a site is not available for wetland restoration to compensate for expected wetland and/or buffer impacts, the Administrator may authorize establishment of a wetland and buffer upon demonstration by the applicant's qualified wetland professional that:

1. The hydrology and soil conditions at the proposed mitigation site are conducive for sustaining the proposed wetland and that establishment of a wetland at the site will not likely cause hydrologic problems elsewhere;
 2. Adjacent land uses and site conditions do not jeopardize the viability of the proposed wetland and buffer (e.g., due to the presence of invasive plants or noxious weeds, stormwater runoff, noise, light, or other impacts); and
 3. The proposed wetland and buffer will eventually be self-sustaining with little or no long-term maintenance.
- iii. Preservation (Protection/Maintenance). The removal of a threat to, or preventing the decline of, wetlands by an action in or near those wetlands. This term includes activities commonly associated with the protection and maintenance of wetlands through the implementation of appropriate legal and physical mechanisms such as recording conservation easements and providing structural protection like fences and signs. Preservation does not result in a gain of aquatic resource area or functions but may result in a gain in functions over the long term. Preservation of a wetland and associated buffer can be used only if:
- A. The Administrator determines that the proposed preservation is the best mitigation option;
 - B. The proposed preservation site is under threat of undesirable ecological change due to permitted, planned, or likely actions that will not be adequately mitigated under existing regulations;
 - C. The area proposed for preservation is of high quality or critical for the health and ecological sustainability of the watershed or sub-basin. Some of the following features may be indicative of high-quality sites:
 1. Category I or II wetland rating (using the wetland rating system).
 2. Rare or irreplaceable wetland type (e.g., peatlands, mature forested wetland, estuaries, vernal pools, alkali wetlands) or aquatic habitat that is rare or a limited resource in the area.
 3. The presence of habitat for threatened or endangered species (state, federal, or both).
 4. Provides biological and/or hydrological connectivity to other habitats.
 5. Priority sites identified in an adopted watershed plan.
 - D. Permanent preservation of the wetland and buffer shall be provided through a legal mechanism such as a conservation easement or tract held by an appropriate natural land resource manager/land trust.
 - E. The Administrator may approve another legal and administrative mechanism in lieu of a conservation easement if it is determined to be adequate to protect the site.
- iv. Enhancement. The manipulation of the physical, chemical, or biological characteristics of a wetland to heighten, intensify, or improve specific function(s). Enhancement is undertaken for specified purposes such as water quality improvement, flood water retention, or wildlife habitat. Enhancement results in the gain of selected wetland function(s) but may also lead to a decline in other wetland function(s). Enhancement does not result in a gain in aquatic resource area. Enhancement activities could include planting vegetation, controlling non-native or invasive species, and modifying site elevations to alter hydroperiods in existing wetlands. Applicants proposing to enhance wetlands or associated buffers shall demonstrate how the proposed enhancement will

increase the wetland's/buffer's functions, how this increase in function will adequately compensate for the impacts, and how existing wetland functions at the mitigation site will be protected.

- v. Alternative Types of Mitigation/Resource Tradeoffs. The Administrator may approve alternative mitigation proposals that are based on best available science, such as priority restoration plans that achieve restoration goals identified in the SMP. Alternative mitigation proposals shall provide an equivalent or better level of ecological functions and values than would be provided by standard mitigation approaches. Alternative mitigation approaches shall comply with all reporting, monitoring, and performance measures of this section including adherence to mitigation sequencing. The City of Napavine may consult with agencies with expertise and jurisdiction over the critical areas during the review to assist with analysis and identification of appropriate performance measures that adequately safeguard critical areas.
 - A. The Administrator will consider the following for approval of an alternative mitigation proposal:
 - 1. Clear identification of how an alternative approach will achieve equal or better ecological benefit.
 - 2. The proposal uses a watershed approach consistent with Selecting Wetland Mitigation Sites Using a Watershed Approach Western Washington (Ecology Publication #09-06-32, Olympia, WA, December 2009).
 - 3. All impacts are identified, evaluated, and mitigated.
 - 4. Methods to demonstrate ecological success are clear and measurable.
- f. Location of Compensatory Mitigation. Permittee-responsible compensatory mitigation actions shall be conducted using a watershed approach and shall generally occur within the same sub-drainage basin. However, when the applicant can demonstrate that a mitigation site in a different sub-drainage basin is ecologically preferable, it should be used.
- i. The following criteria will be evaluated when determining whether on-site or off-site mitigation is ecologically preferable. When considering the location of mitigation, preference should be given to using programmatic approaches, such as a mitigation bank.
 - i. No reasonable opportunities exist on site or within the sub-drainage basin or opportunities on site or within the sub-drainage basin do not have a high likelihood of success based on a determination of the capability of the site to compensate for the impacts. Considerations should include anticipated replacement ratios for wetland mitigation, buffer conditions and required widths, available water to maintain anticipated hydrogeomorphic class(es) of wetlands when restored, proposed flood storage capacity, and potential to mitigate riparian fish and wildlife impacts (such as connectivity);
 - ii. On-site mitigation would require elimination of high-quality upland habitat.
 - iii. Off-site mitigation has a greater likelihood of providing equal or improved wetland functions compared to the altered wetland.
 - iv. Off-site locations shall be in the same sub-drainage basin unless:
 - A. Watershed goals for water quality, flood storage or conveyance, habitat, or other wetland functions have been established by the City of Napavine and strongly justify locating mitigation at another site; or
 - B. Credits from a state-certified wetland mitigation bank are used as compensation, and the use of credits is consistent with the terms of the certified bank instrument;

- v. The design for the compensatory mitigation project needs to be appropriate for its position in the landscape. Therefore, compensatory mitigation should not result in the creation, restoration, or enhancement of an atypical wetland.
- g. Timing of Compensatory Mitigation. It is preferred that compensatory mitigation projects be completed prior to activities that will impact wetlands. At the least, compensatory mitigation shall be completed immediately following wetland impacts and prior to use or occupancy of the action or development. Construction of mitigation projects shall be timed to reduce impacts to existing fisheries, wildlife, and flora.
- i. The Administrator may authorize a one-time temporary delay in completing construction or installation of the compensatory mitigation when the applicant provides a written explanation from a qualified wetland professional as to the rationale for the delay. An appropriate rationale would include identification of the environmental conditions that could produce a high probability of failure or significant construction difficulties. For example, a project delay that creates conflicts with other regulatory requirements (fisheries, wildlife, stormwater, etc.) or installing plants should be delayed until the dormant season to ensure greater survival of installed materials. The delay shall not create or perpetuate hazardous conditions or environmental damage or degradation, and the delay shall not be injurious to the health, safety, or general welfare of the public. The request for the delay shall include a written justification that documents the environmental constraints that preclude timely implementation of the compensatory mitigation plan. The justification will be verified by the City of Napavine who will issue a formal decision.
- h. Wetland Mitigation Ratios.

Table 14.10.120.E(8)(h). Compensation Ratios for Permanent Impacts

Category of Impacted Wetland (Based on function score)	Re- establishment or Creation	Rehabilitation	Preservation	Enhancement
Category I	4:1	8:1	16:1	16:1
Category II	3:1	6:1	12:1	12:1
Category III	2:1	4:1	8:1	8:1
Category IV	1.5:1	3:1	6:1	6:1
Category I Wetlands of High Conservation Value (based on special characteristics)	6:1	12:1	24:1	24:1
Category I Forested (Based on special characteristics)	6:1	12:1	24:1	24:1

Note: Ratios for rehabilitation and enhancement may be reduced when combined with 1:1 replacement through creation or re-establishment. See Table 6B-2, Wetland Mitigation in Washington State – Part 1: Agency Policies and Guidance –Version 2, (Ecology et al., 2021 or as revised). See also NCAO 14.10.120.E(8)(e.iii) for more information on using preservation as compensation.

- i. Credit-Debit Method. To more fully protect functions and values, and as an alternative to the mitigation ratios found in the joint guidance Wetland Mitigation in Washington State Part 1 (Ecology Publication # 21-06-003, April 2021), the Administrator may allow

mitigation based on the Credit-Debit Method developed by the Department of Ecology in Calculating Credits and Debits for Compensatory Mitigation in Wetlands of Western Washington⁵⁷.

- j. Mitigation Plan. When a project involves wetland and/or buffer impacts, a mitigation plan prepared by a qualified professional shall be required, meeting the following minimum standards:
 - i. Wetland Critical Area Report. A critical area report for wetlands shall accompany or be included in the compensatory mitigation plan and include the minimum parameters described in NCAO 14.10.120.E(7)(b), Minimum Standards for Wetland Reports.
 - ii. Mitigation Plan and Plan Sheets. The report shall include a written plan and plan sheets that contain, at a minimum, the following elements.
 - A. The written report shall be prepared by a qualified professional and contain, at minimum:
 - 1. The name and contact information of the applicant; the name, qualifications, and contact information of the primary author(s) of the compensatory mitigation plan; a description of the development proposal; a summary of the impacts and proposed compensation concept; identification of all the local, state, and federal wetland related permits required for the project; and a vicinity map for the project.
 - 2. Description of how the development project has been designed to avoid, minimize, or reduce adverse impacts to wetlands.
 - 3. Description of the existing wetland and buffer areas proposed to be altered. Include acreage or square footage, water regime, vegetation, soils, functions, landscape position, and surrounding land uses. Also describe impacts in terms of acreage by Cowardin classification, hydrogeomorphic classification, and wetland rating, based NCAO 14.10.120.E(3)(b), Wetland Ratings.
 - 4. Description of the compensatory mitigation site, including location and rationale for selection. Include an assessment of existing conditions, including acreage or square footage of wetlands and uplands, water regime, sources of water, vegetation, soils, functions, landscape position, and surrounding land uses. Estimate future conditions in this location if the compensation actions are not undertaken.
 - 5. Surface and subsurface hydrologic conditions, including an analysis of existing and proposed hydrologic regimes for enhanced, established, or restored compensatory mitigation areas. Include illustrations of how data for existing hydrologic conditions were used to determine the estimates of future hydrologic conditions.
 - 6. A description of the proposed actions for compensation of wetland and buffer areas affected by the project. Include overall goals of the proposed mitigation, including a description of the targeted functions, hydrogeomorphic classification, and expected categories of wetlands.
 - 7. A description of the proposed mitigation construction activities and timing of activities.
 - 8. Performance standards (measurable standards for years post installation) for wetland and buffer areas, a monitoring schedule, a maintenance schedule, and actions proposed by year.

9. A discussion of ongoing management practices that will protect wetlands after the development project has been implemented, including proposed monitoring and maintenance programs (for remaining wetlands and compensatory mitigation wetlands).
 10. As required, a bond estimate for the entire compensatory mitigation project, including the following elements: site preparation, plant materials, construction materials, installation and oversight, maintenance at least twice per year for up to ten (10) years, annual monitoring field work and reporting, contingency actions for a maximum of the total required number of years for monitoring, and removal of all nonnatural site implements (e.g., irrigation equipment, construction fencing, plant protectors, weed barrier fabric) at the end of the monitoring period.
- B. The scaled plan sheets shall contain, at a minimum:
1. Mapped, ground-verified edges of the existing wetland and buffers, proposed areas of wetland and/or buffer impacts, and location of proposed wetland and/or buffer compensation actions.
 2. Existing topography, in the zone of the proposed compensation actions if any grading activity is proposed in the compensation area(s). Also include existing cross sections of wetland areas on the development site that are proposed to be altered and of the proposed areas of wetland and buffer compensation.
 3. Conditions expected from the proposed actions on site, including future hydrogeomorphic classes, vegetation community types by Cowardin class (wetland and upland), and future hydroperiods, or when applicable include a reference to these details within the mitigation plan.
 4. Required wetland buffers for existing wetlands and proposed mitigation areas. Also identify any zones where buffers are proposed to be reduced or enlarged outside of the standards identified in this Chapter.
 5. A planting plan for the compensation area, including all species by proposed community type and hydroperiod, size and type of plant material to be installed, spacing of plants, typical clustering patterns, total number of each species by community type, and timing of installation or include a reference to these details within the mitigation plan.
- k. Buffer Mitigation Ratios. Impacts to buffers shall be mitigated at a minimum 1:1 ratio. Compensatory buffer mitigation shall replace those buffer functions lost from development.
- l. Protection of the Mitigation Site. A conservation covenant shall be recorded in a form approved by the city attorney as adequate to incorporate the other restrictions of this section and to give notice of the requirement to obtain a permit prior to engaging in regulated activities within a wetland area or its buffer.
- m. Monitoring. All proposed mitigation (not including the purchase of mitigation bank credits) shall include provisions for annual monitoring and performance standards for a period of three years minimum, five years being standard, and ten years when the replacement of forested habitat, or as approved by the Administrator for projects with minimal impacts. For example, temporary impacts to herbaceous cover that require reseeding grasses.
- i. The mitigation plan shall include monitoring elements that ensure success for the wetland and buffer's values and functions. If the mitigation goals are not attained within the specified monitoring period, the applicant remains responsible for managing the

mitigation project until the mitigation plan's goals are achieved.

9. Unauthorized Alterations and Enforcement

- a. When a wetland or its buffer has been altered in violation of this Chapter, all ongoing development work shall stop, and the critical area shall be restored. The Administrator shall have the authority to issue a stop-work order to cease all ongoing development work and order restoration, rehabilitation, or replacement measures at the owner's or other responsible party's expense to compensate for violation of provisions of this Chapter.
- b. Requirement for Restoration Plan. All development work shall remain stopped until a restoration plan is prepared and approved by the Administrator. Such a plan shall be prepared by a qualified professional using currently accepted scientific principles and shall describe how the actions proposed meet the minimum requirements described in NCAO 14.10.120.E(7)(b). The Administrator may, at the applicant's or other responsible party's expense, seek expert advice in determining the adequacy of the plan. Inadequate plans shall be returned to the applicant or other responsible party for revision and re-submittal.

14.10.130 Residential density transfer

- A. The Administrator may permit density transfer from critical areas (sending lands) to designated non-critical areas (receiving areas).
 1. Residential Density Transfer. A property owner may transfer residential density to a receiving area.
 - a. A receiving area shall be on the same parcel or same property, within the same zoning classification, owned by the property owner sending the density.
 - b. Density may be transferred from a sending area only one time.
 - c. The value of the transfer shall be calculated as follows:
 - i. LDR districts: The gross areas of a critical area completely avoided times the minimum number of units allowed per gross acre in the affected zoning district times 60%. For example, in an R1-10 zone, if 2 acres of critical areas are completely avoided and the minimum density allowed is 4 units per acre, the allowable density transfer would be 4.8 units. ($2\text{ac.} \times 4\text{du/ac} \times 60\% = 4.8$).
 - ii. MDR District: The gross acreage of a critical area completely avoided times the minimum number of units allowed per gross acre in the affected zoning district times 60%. For example, if 2 acres of critical areas are completely avoided and the minimum density allowed is 8 units per acre, the allowable density transfer would be 9.6 units. ($2\text{ac.} \times 8\text{du/ac} \times 60\% = 9.6$).
 2. Transfer Criteria. The Administrator shall approve requests to transfer density subject to the following criteria:
 - a. Adverse impacts to natural resources on the receiving areas shall be mitigated consistent with the mitigation section of this chapter.
 - b. The building height standards of the receiving area shall be met.
 - c. No lot (gross area) shall be less than 20% of the minimum lot size within the receiving district.
 - d. No lot created as a result of density transfer that is smaller than the average minimum lot required in the receiving district may be located on the perimeter of the project site.
 - e. The transfer of density to a receiving area shall not result in an increase in density

- throughout the project greater than the maximum net density allowed in the base zone or in the construction of a housing type not otherwise allowed in the receiving area.
- f. Critical areas and buffers within the sending area shall be enhanced at a ratio of four acres of enhanced function for every one acre (4:1) used in the density transfer calculations.
 - g. Sending areas shall be:
 - i. Dedicated to the city for public use; or
3. Protected as an unbuildable area by means of deed restriction, conservation easement or other mechanism approved by the city council. Recordation required. Density may be transferred from a protected critical areas area only once. The Administrator (upon consultation with the city attorney) shall be responsible for approving the mechanism used for protecting each critical area. The Administrator shall maintain a list of sites from which density has been transferred and a corresponding list of sites that have received density from protected critical areas. The applicant shall record the density transfer mechanism with Lewis County and shall furnish the Administrator with a copy of the recorded instrument.

14.10.140 Selective timber harvesting on critical lands

- A. Applicability. Consistent with RCW 76.09.240, the Administrator extends its planning and zoning jurisdiction over forest practices in critical areas to the extent that:
 - 1. Commercial forestry activity occurs on lands identified as critical areas on the city's adopted critical areas maps;
 - 2. An application submitted under RCW 76.09.060 indicates that the lands will be converted to a use other than commercial timber productions;
 - 3. The subject lands were platted after January 1, 1960; and
 - 4. Consistent with the adopted Napavine comprehensive plan, the City of Napavine presumes that any application for commercial timber harvest within the Napavine urban growth boundary that is subject to Chapter 76.09 RCW et seq. is for the purpose of converting forested lands into urban lands.
- B. Standards. Selective commercial timber harvesting may be permitted on critical areas subject to the following standards:
 - 1. Written Plan Required. Trees to be removed shall be identified in a plan drawn to scale and shall be clearly marked prior to their removal. An applicant shall present a written plan explaining in detail the location of trees to be removed and the method of removal, Administrator for review and approval.
 - 2. Prior to approval of a harvesting permit, the applicant shall prepare and sign an agreement with the city stating that no development application shall be filed on the subject property, other than a single-family residence, for six years following completion of timber harvesting operations. The agreement shall run with the land. The City Council shall review the agreement and upon approval, the applicant shall record the agreement with Lewis County and provide the City with a copy of the recorded instrument.
 - 3. Selective tree removal on critical lands shall not result in loss of more than 50 percent of existing tree canopy covering critical areas.
 - 4. The applicant shall demonstrate that the methods used for tree harvesting and removal are the least disruptive practicable.
 - 5. Operations shall be limited to the dry season, that is, from May 1st through October 30th.

6. Applicants for selective timber harvesting shall prepare an erosion control plan for review and approval by Administrator and if the plan is approved shall comply with the plan during harvesting activity and shall maintain required erosion control mechanisms for a period of 180 days after completion of the timber removal project.
- C. Conditions. The Administrator may recommend conditions of approval necessary to minimize adverse impacts on natural resource values, including water quality and wildlife habitat to the extent that such conditions are consistent with the Napavine comprehensive plan.

14.10.150 Application fees

At the time of application for land use review or critical areas review, the applicant shall pay a critical areas review fee, adopted and amended by the city council, from time to time by resolution.

14.10.160 Bonds to Insure Mitigation, Maintenance and Monitoring

- A. When mitigation required pursuant to a development proposal is not completed prior to the final permit approval, such as final plat approval or final building inspection, the Administrator shall require the applicant to post a performance bond or other security in a form and amount deemed acceptable by the Administrator. If the development proposal is subject to mitigation, the applicant shall post a performance bond and a mitigation bond or other security on a form and amount deemed acceptable by the Administrator to ensure mitigation is fully functional.
- B. The bond shall be in the amount of one hundred and twenty-five percent (125%) of the estimated cost of the uncompleted actions or the estimated cost of restoring the functions and values of the critical areas that are at risk, whichever is greater and the cost of maintenance and monitoring for a ten (10) year period.
- C. The bond shall be in the form of an assignment of savings account, an irrevocable letter of credit guaranteed by an acceptable financial institution with terms and conditions acceptable to the city attorney or other method acceptable to the Planning Administrator.
- D. Bonds or other security authorized by this Section shall remain in effect until the Administrator determines, in writing, that the standards bonded for have been met. Mitigation bonds or other security shall be held by the City for a minimum of ten (10) years to ensure that the required mitigation has been fully implemented and demonstrated to function and may be held for longer periods when necessary.
- E. Depletion, failure or collection of bond funds shall not discharge the obligation of an applicant or violator to complete required mitigation, maintenance, monitoring of restoration.
- F. Public development proposals shall be relieved from having to comply with the bonding requirements of this Section if public funds have previously been committed for mitigation, maintenance, monitoring or restoration.
- G. Any failure to satisfy critical area requirements established by law or condition including, but not limited to, the failure to provide a monitoring report within thirty (30) days after it is due or comply with other provisions of an approved mitigation plan shall constitute a default and the Administrator may demand payment of any financial guarantees of require other action authorized by the City code or any other law.

- H. Any funds recovered pursuant to this Section shall be used to complete the required mitigation, maintenance or monitoring.

14.10.170 Critical Area Inspections

Reasonable access to the site shall be provided to the City, state, and federal agency review staff for the purpose of inspections during any proposal review, restoration, emergency action, or monitoring period.

Section 2. Severability

In the event a Court of competent jurisdiction should declare the invalidity of any clause, sentence, paragraph, subdivision, section or portion of this Ordinance, or the invalidity of the application thereof to any person or circumstances, such ruling shall not affect the validity of the remainder of this Ordinance, nor the validity of its application to other persons or circumstances and to that end the provisions of the Ordinance are declared to be severable.

Section 3. Effective Date

This Ordinance shall be in full force and effect five (5) days after its passage, approval, and posting as provided by law upon publication in the City's official newspaper.

Section 4. Corrections.

Upon approval of the City Attorney, the City Clerk and the codifiers of this ordinance are authorized to make necessary corrections to this ordinance including, but not limited to, the correction of scrivener's/clerical errors, references, ordinance numbers, section/subsection numbers, and any references thereto.

ADOPTED by the City Council of the City of Napavine, Washington and **APPROVED** by its Mayor at a regularly scheduled open public meeting thereof this 10th day of October, 2023.

Shawn O'Neill, Mayor

Attested:

Rachelle Denham, City Clerk

Approved as to form:

Buzzard O'Rourke, City Attorney



Approved <input type="checkbox"/>	Denied <input type="checkbox"/>
Date Action Taken	
Attest:	

City of Napavine
Action Memorandum No. 23-20

AM 23-20: Civil Service: Secretary-Chief Examiner Compensation

Originator: Rachelle Denham, City Clerk

Prepared Date: October 6, 2023

Agenda Date: October 10, 2023

Route to:	Department Head	Signature	Date
X No Objections	Chief of Police		
X No Objections	City Clerk		
X No Objections	Treasurer		

Review/Approved by Mayor Shawn O'Neill: _____,

Attachment(s): Email from Civil Service Commission Chair James Pea.

Fiscal Impact: yes ☒ no ☐

- **Summary statement:** Kimberly Alexander has accepted the Commission's offer to serve as Secretary/Examiner, with the following stipend/pay agreement (to be formalized in writing.) Stipend: \$125 per month with an additional \$25 per hr. for duties that are performed outside of basic duties that are listed in the Napavine Civil Service Commission Rules & Regulations.

Staff Recommendation:

- Approve: \$125 monthly Stipend and the additional \$25 compensation per hr. for duties performed outside of normal duties as listed in the Napavine Civil Service Commission Rules & Regulations.

From: [James Pea](#)
To: [Rachelle Denham](#)
Cc: [Charles Rollo](#); [Heidi Marshall](#); griznat@q.com
Subject: Secretary/Examiner Position
Date: Monday, September 25, 2023 8:36:39 PM

Rachelle,

Kimberly Alexander has accepted the Commission's offer to serve as Secretary/Examiner, with the following stipend/pay agreement (to be formalized in writing.) *The appointment will be effective October 1:*

Stipend: \$125 per month

Includes, but not necessarily limited to:

Monthly meeting prep to include development of agenda, arranging public posting of agenda, minute taking at monthly meeting, submitting minutes to commission for approval, submission of approved minutes to city, updating commission on any new information and or recommendations. Maintaining commission file cabinet, including maintenance of public records regulations and any other routine correspondence with commission, city or public as necessary throughout the month.

Additional compensation: \$25 per hour for duties performed outside of basic duties listed above:

Examples:

Includes, but not necessarily limited to: Review current rules/regulations and make recommended changes to Commission, formally update document as a result of any changes, prep time spent related to administration of any testing, or other processes related to Sec/Examiner position, such as hearings, etc.

Also for any time related to any special meetings of the Commission, or any other necessary duties beyond that described in monthly responsibilities.

If her email account could be established by the October 1 start date that would be awesome!

As for budgeting for this position, it will primarily be the monthly stipend. Obviously, there will be extra work the first couple months or so as Kim will be the primary cog in

getting us formally organized, mostly involving our review of the rules/regs, typing minutes from first meetings, organizing files, etc. After that the only extra work would be if there is testing, hearing, or other non-routine monthly business. It would also include learning the city's recording system or any other necessary start up activities.

As for budgeting for supplies, it should be minimal, but I'll let you and Kim work that out.

I also told her you can let her know what she needs to do as far as payroll.

Any questions or concerns, or anything we might be forgetting, please let us know.

Thanks!

Jim