



Burien

Washington, USA

400 SW 152nd St., Suite 300, Burien, WA 98166

Phone: (206) 241-4647 • FAX (206) 248-5539

www.burienwa.gov

MEMORANDUM

TO: Honorable Mayor and Members of the City Council
FROM: Mike Martin, City Manager
DATE: October 24, 2011
SUBJECT: City Manager's Report

I. INTERNAL CITY INFORMATION

A. Major Demolition of Commercial Building on 1st Ave. S.

A demolition permit was recently issued to take down the 22,000 square foot buildings at 15040 1st Ave. S. next to and behind Pizza Hut near the corner of 1st Avenue South and SW 152nd Street. These buildings were formerly part of a car dealership, but most recently had been in use by a printing press company.

B. Parks, Recreation & Open Space Plan Process Update

Staff and consultants hosted an Open House at the Community Center on September 29th to take input on elements of the draft Parks, Recreation & Open Space (PROS) Plan. The public was given an opportunity to review plan graphics that represent the current inventory of existing parks and recreation facilities. Also highlighted were recommendations for potential changes or additions to the system.

An extensive survey based on a random sample of 400 registered voters is due to begin in late October. Updates continue to be posted to the PROS Plan webpage, at www.burienwa.gov/ParksPlan.

C. Night of the Pumpkin Held October 21

The staff and volunteers from the Parks, Recreation & Cultural Services Department held the second annual "Night of the Pumpkin" at the Burien Community Center on Friday, October 21. Participants and staff are uniformly pleased with the new venue. This is the second time that the event has been held at the new facility.

D. New Finance Employee

The Finance Department recently welcomed a new employee, Cathy Rossick, who replaced Lilia Carmona as Accounting Assistant. Cathy's duties include processing accounts payable, cash receipts and petty cash. Cathy previously worked as an Accounting Technician for the City of Federal Way for nine years. Cathy has stepped right into her duties with very little training and is a great addition to the Finance team.

E. Burien Staff Showcased at Conference

At the Washington Recreation and Parks Association (WRPA) Mid Year conference on October 18, Rachel Gilbert was awarded the "Outstanding Professional" and Janet Peterson was given the "Outstanding Customer Service" award from the Facility Service section. This section is comprised of professionals from across the state who work in facility management and related support positions.

Serving as a Recreation Specialist for the past ten years, Rachel oversees all rental scheduling for the City's athletic fields, Burien Community Center, Dottie Harper House, and picnic shelters. She communicates with hundreds of new and returning user groups throughout the year, and brings an extraordinary level of professionalism and expertise to her job. Rachel's scheduling duties are in addition to her recreation program and event coordination responsibilities.

Janet Peterson has served as the Burien Community Center receptionist for the past eight years and is "the face" of parks and recreation for many Community Center customers and the general public. Janet's calm demeanor and high-level professionalism have contributed significantly to the growth of our registrations and rentals over the last several years.

In addition to staff awards, Arts Supervisor Gina Kallman and Lantern Festival Artist Denise Henrikson presented a conference session on "Community Building through the Arts". The recent "Arts-A-Glow" event was highlighted as a prime example on how arts events can increase cultural and social connections among residents.

F. Two Local Schools Participate in the "Bag Your Bags" Challenge

North Hill Elementary has won King County's "Bag your Bags, Bring 'em Back" plastic bag challenge. Students collected 630 pounds of bags (42,000) to be recycled. Shorewood Elementary students collected 531 pounds (35,400). Together, these two schools collected enough bags to stretch for 15 miles, if placed end to end. Both schools will receive a bench made of recycled plastic for their participation.

G. Utility Tax Audit

The Finance Department recently contracted with Tax Recovery Services to perform a utility tax audit. The primary goal of the audit is to determine if the utilities are including the North Burien addresses in their tax collections and remittances to the City. They are also reviewing the revenue collections for each utility to ensure the city is receiving taxes on all revenue sources.

H. Staff Attending King County Technology Summit (Pg. 47)

A few key Finance and Information Technology staff will attend a technology summit organized by King County, to learn about changes in how the City receives and provides data from and to the County. The County hopes their new systems will help cities, by having new construction values get on the tax rolls accurately and quickly. The summit is being held on October 27 in Bellevue (see attached letter).

II. COUNCIL UPDATES/REPORTS

A. No Action Taken on I-1183 at Suburban Cities Association's Public Issues Committee (PIC) Meeting (Pg. 49)

The PIC decided not to take action on a request that SCA support the liquor initiative, I-1183 at their October 12 meeting; the matter was tabled until the next meeting on November 2.

The PIC members were asked to have their councils consider the attached "Recommended Position Statement" concerning a "service improvement plan" for the King County Veterans and Human Services levy approved by the voters last August.

The Police Chief from Kent provided information on the Gang Violence Initiative to representatives from Burien and 24 other suburban cities at the meeting. Chief Ken Thomas stated that a few South King County cities created the Gang Violence Initiative shortly after a gang-related shooting of 12 people at an event in Kent last summer. A pilot program is underway to help local law enforcement work more effectively with several criminal databases. PIC members were interested in follow-up information and working together on this issue.

B. Quarterly Construction and Land Use Activity Report (Pg. 51)

Attached is the Construction and Land Use Permit Activity Report for the 3rd Quarter of 2011.

C. Notices (Pg. 59)

The following (attached) notice was published:

- The City of Burien Planning Commission will hold a public hearing on October 25, 2011 at 7:00 p.m. in the Multipurpose Room, 1st floor, 400 SW 152nd Street, (City Hall/King County Library Building) to receive public comments on the City's application for Comprehensive Plan text amendments regarding transportation element and the Communities Putting Prevention to Work grant.

RECEIVED

OCT 17 2011

CITY OF BURIEN



King County

Department of Assessments

King County Administration Bldg.

500 Fourth Avenue, ADM-AS-0708

Seattle, WA 98104-2384

For more information or to rsvp, please contact:
Phillip Sit, Communication and Outreach Coordinator
(206) 296-5141
Email: phillip.sit@kingcounty.gov

Dear City of Burien,

Please join us for an important technology summit where we will share information and gather your input on two major county initiatives of interest to cities, school district, fire district, and various taxing districts.

Many of us in the public sector are struggling with revenue shortfalls. The Assessor's Office would like to help by making sure new construction values get on the tax rolls in a timely, accurate, and properly valued manner. We are developing a number of technology projects to better assist you, our customers and are anxious to inform of you these improvements.

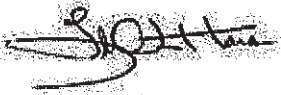
In January, the county will bring new business processes and systems on line. This effort, the Accountable Business Transformation Program (ABT), will replace 1970 era manual processes and systems with best operating practices from public and private organizations and will do so using Oracle and PeopleSoft applications.

With the financial system change from the legacy system ARMS to Oracle will come different tools for us to perform the services we conduct as the county treasurer and will require changes to the way you submit and receive data to and from the county. This summit will give you more information about these changes and the support the county will provide to assist you with this transition. It also gives us the opportunity to hear from you and the ability to respond to issues and concerns you have. Please know that we are committed to providing you with timely, accurate and useful information and services in our role as county treasurer.

The technology summit is scheduled for **10:30 a.m. to 12:30 p.m., Thursday, October 27th**, in Room 1E-126 of the Council Chamber in the Bellevue City Hall, 450 110th Avenue NE, Bellevue, WA. You are invited as well as whomever you think would be helpful to attend from your office. We would encourage you to invite your IT and Finance staff members to participate in the breakout sessions. (Please see attached agenda)

On behalf of the King County Executive and the King County Assessor, we look forward to seeing you and your staff on October 27th.

Best regard,



Lloyd Hara
King County Assessor



Fred Jarrett
Deputy King County Executive

Recommended Position Statement on the Veteran's and Human Services Levy Service Improvement Plan

In August of 2011, King County Voters approved (sixty-nine percent) the continuation of the Veterans and Human Services Levy, with half of all proceeds dedicated to veterans, military personnel, and their families, for another six years. A revised service improvement plan is needed to begin the implementation of the renewed levy for the period of 2012-2017.

On February 9, 2011 the SCA Public Issues Committee unanimously recommended to the SCA Board of Directors a position in support of the renewal of the Veterans and Human Services Levy (position adopted February 14, 2011):

To support the renewal of the King County Veterans and Human Services Levy in 2011 at the current level of five cents per \$1,000 of assessed value and with the continued 50/50% split between funding for services targeted specifically for veterans and their families and services for other King County residents.

The Veteran's and Human Services Levy – Service Improvement Plan (VHSL–SIP) specifically lays out objectives for investments. The VHSL–SIP support the expansion of programs and services, throughout the County, which serve target populations identified in the Plan and seeks out partnerships with a variety of organizations. The plan allocates approximately \$100 million and dedicates half of all proceeds to veterans, military personnel, and their families. In 2012, the owner of a home with a median assessed value will pay an estimated \$17. The legislation adopting the VHSL –SIP has been referred to the Regional Policy Committee (RPC) and to the King County Council Committee of the Whole. The RPC is expected to take action at its November 9th meeting.

The SCA Regional Policy Board Caucus recommends that:

SCA support continuity of services pursuant to adoption of the Service Improvement Plan (SIP) to guide the goals and investments of the Veterans and Human Services Levy for the next six years.

Questions on this issue may be directed to Monica Whitman, Suburban Cities Association, Senior Policy Analyst, at monica@suburbancities.org or at 206-433-7169.



CITY OF BURIEN, WASHINGTON

DATE: October 18, 2011
TO: Mayor McGilton and City Council
FROM: Jan Vogee, C.B.O., Building Official
SUBJECT: Construction and Land Use Permit Activity Report for 3rd Quarter 2011

1. CONSTRUCTION-RELATED PERMITS ISSUED—QUARTERLY:

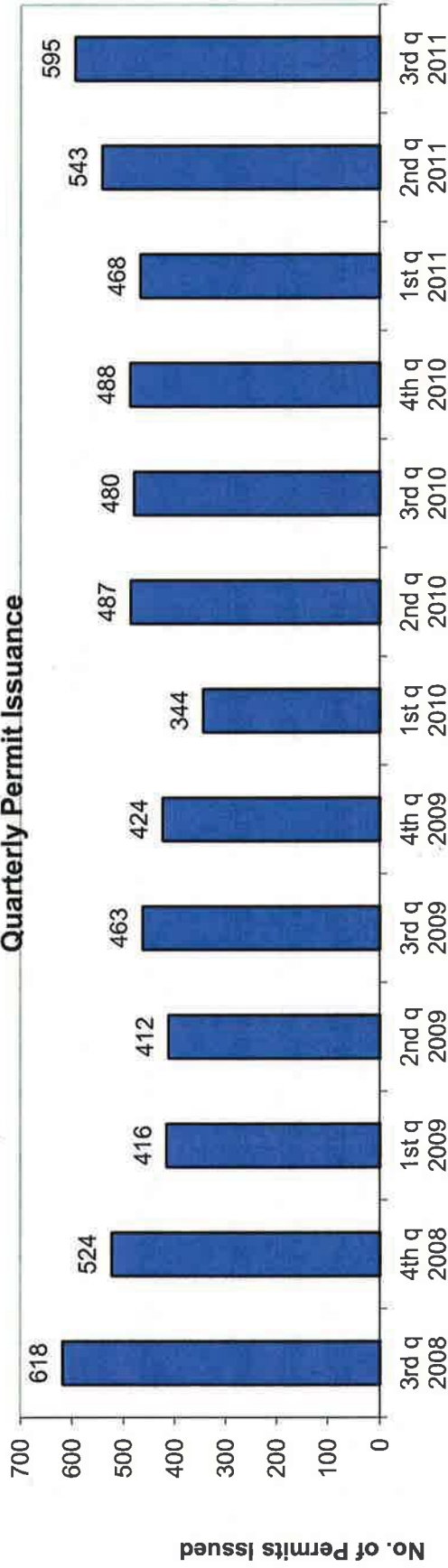
The chart below shows the number of different construction-related permits issued over the past three years, along with the revenues generated by those permits. Building Permit activity in the 3rd quarter of 2011 included issuance of permits for the Burien Fire Station and 19 building permits for new single family homes primarily for the Chestnut Hills, Des Moines Estates and Summer Stone developments. This is the highest number of new single family homes issued in a single quarter since 2008.

ISSUED PERMITS	3rd q 2008	4 th q 2008	1st q 2009	2 nd q 2009	3 rd q 2009	4th q 2009	1 st q 2010	2 nd q 2010	3 rd q 2010	4th q 2010	1 st q 2011	2nd q 2011	3 rd q 2011
Building	139	100	57	73	81	54	54	62	75	73	73	117	110
Demolition	14	15	11	10	24	18	8	24	17	17	16	11	6
Electrical	212	155	134	128	124	136	112	172	146	169	179	201	223
Fire Protection	19	22	17	14	7	15	9	11	15	15	16	23	32
Mechanical	69	89	61	48	62	87	47	77	58	67	60	44	65
Plumbing	44	49	27	34	43	32	19	32	35	28	33	43	38
Right-of-Way	96	64	80	63	96	61	60	95	105	82	63	74	79
Sign	25	30	29	42	26	21	35	24	29	37	28	26	30
TOTALS	618	524	416	412	463	424	344	487	480	488	468	543	595
Revenues	\$243,390	\$192,716	\$100,867	\$131,322	\$162,794	\$112,182	\$132,450	\$148,000	\$207,575	\$196,469	\$278,961	\$220,943	\$271,658
Valuation (\$millions)	\$25.2	\$15.8	\$3.9	\$9.1	\$7.0	\$3.2	\$3.9	\$5.2	\$13.7	\$4.8	\$21.5	\$10.2	\$13.8

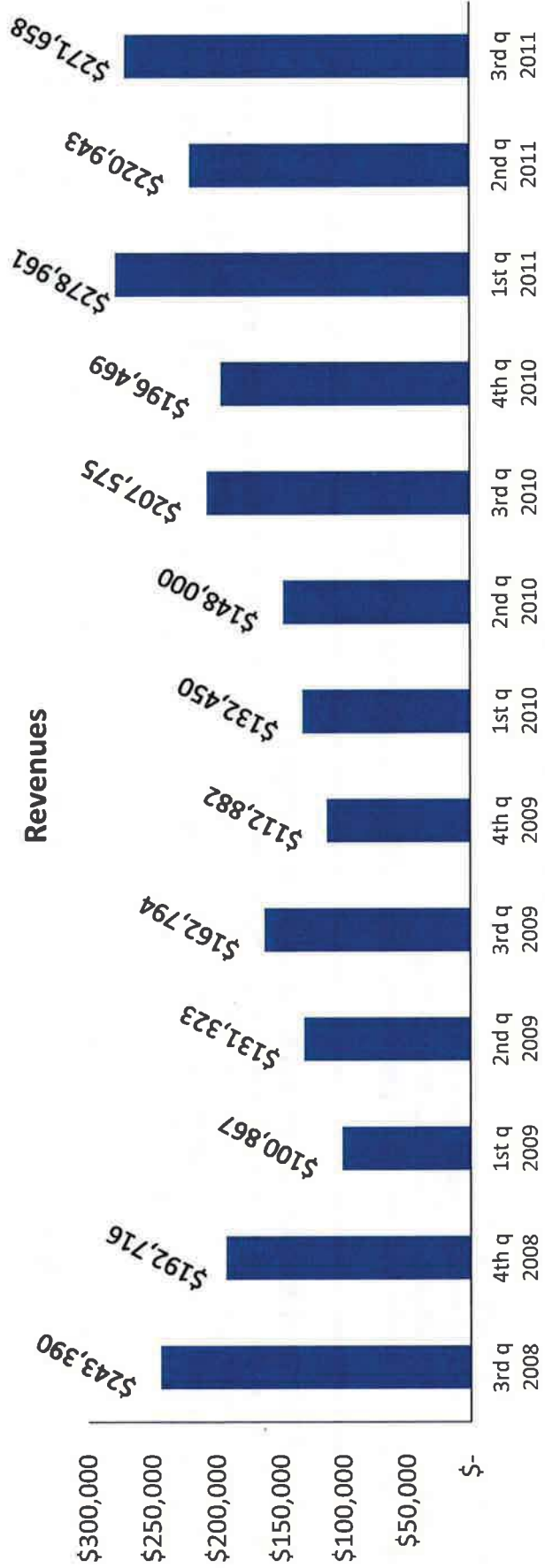
2. CONSTRUCTION-RELATED PERMITS ISSUED-- SUMMARY:

	2005	2006	2007	2008	2009	2010	2011 thru 3 rd q
Permits Issued	1768	2003	2074	2153	1715	1799	1606
Total Revenues	\$ 683,345	\$ 1,005,796	\$ 916,181	\$ 1,122,922	\$ 507,866	\$ 684,494	\$ 771,622
Total Valuation	\$ 39,484,000	\$ 65,308,000	\$ 97,574,866	\$ 107,568,900	\$ 23,073,791	\$ 27,616,215	\$ 45,468,681

Quarterly Permit Issuance



Revenues



3. MAJOR CONSTRUCTION PERMITS ISSUED (over \$300,000 valuation):

The following table shows major non-residential construction permits issued in 3rd quarter of 2011 with a valuation over \$300,000.

Permit No.	Address	Project Name	Project Description	Valuation	Issued
BLD 11-0101	900 SW 146 th ST	Burien Fire Station 28	New Fire Station, Training Tower & Fuel Canopy	\$ 6,157,500	8/17/11
ELE 11-0105	900 SW 146 th ST	Burien Fire Station 28	Electrical for New Fire Station	\$ 839,500	8/17/11
MEC 11-0103	900 SW 146 th ST	Burien Fire Station 28	Mechanical for New Fire Station	\$ 773,500	8/17/11
PLM 11-0102	900 SW 146 th ST	Burien Fire Station 28	Plumbing for New Fire Station	\$ 487,500	8/17/11
BLD 11-0705	1244 S 140 th ST	Park n Fly	New 2397 SF Office Building with Entry Canopy	\$ 330,250	8/16/11

4. E-PERMITS – (MyBuildingPermit.com, AKA MBP)

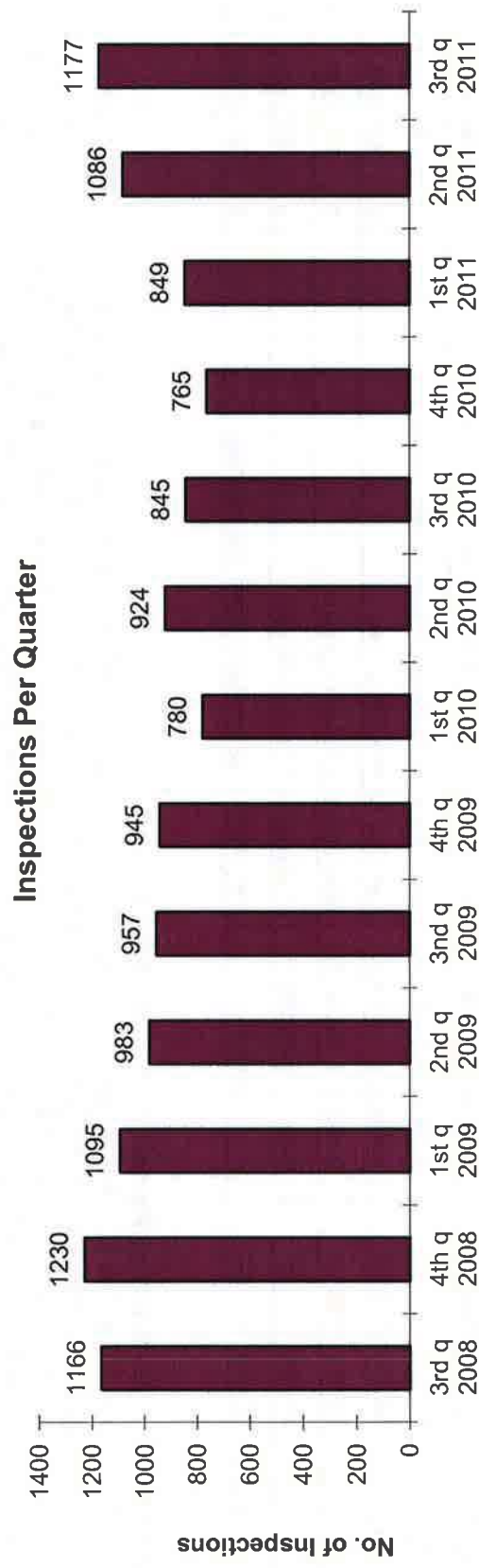
In the 4th quarter of 2006, the City began accepting and issuing simple electrical, mechanical, plumbing and re-roof permit applications online through <http://www.mybuildingpermit.com>. The chart below shows the number of simple permits that have been issued on line in relation to the total number of permits issued by the city for each permit type. Phase 1 of the E-plan (Electronic Plan Review) was completed September 8. All Plumbing, Mechanical, Electrical and Re-roof permits requiring review prior to issuance can now be applied for and issued on-line in Burien. Staff has begun working on Phase 2 of the E-Plan project which would allow building permit types requiring review prior to issuance to be applied for and issued on-line. Future phases will add Planning, Right of Way, Fire, and other development related permits. We will begin to promote the on-line submittal option in the coming months.

E-PERMITS ISSUED	2008 Totals	2009 Totals	2010				2011			
			1 st q	2 nd q	3 rd q	4 th q	2010 Totals	1 st q	2 nd q	3 rd q
Building (Re-roof)	3/43 (7%)	2/36 (6%)	2/6 (33%)	2/5 (40%)	0/9 (0%)	0/10 (0%)	4/30 (13%)	0/3 (0%)	2/24 (8%)	0/17 (0%)
Mechanical	68/160 (43%)	133/251 (53%)	25/45 (56%)	46/82 (56%)	30/60 (50%)	31/67 (46%)	132/254 (52%)	29/55 (53%)	22/45 (49%)	28/65 (43%)
Plumbing	37/108 (34%)	36/146 (25%)	5/17 (29%)	8/33 (24%)	11/36 (31%)	7/26 (27%)	31/112 (28%)	5/31 (16%)	8/42 (19%)	6/39 (15%)
Electrical	93/520 (18%)	117/502 (23%)	28/109 (26%)	42/177 (24%)	30/146 (21%)	45/166 (27%)	145/598 (24%)	49/166 (30%)	68/190 (36%)	62/215 (29%)
TOTALS	201/831 (24%)	288/935 (31%)	60/177 (41%)	98/297 (33%)	71/251 (28%)	83/269 (31%)	312/994 (32%)	83/255 (40%)	100/301 (33%)	96/336 (29%)

5. CONSTRUCTION INSPECTIONS:

Burien's Building inspectors perform a variety of building, electrical, plumbing and mechanical inspections in addition to performing plan reviews and assisting the public at the counter and on the phone. They also assist with code enforcement complaints related to construction projects. Inspection requests can be called into a voice mail system (206-248-5525), or submitted online through the City's website or www.mybuildingpermit.com. 3rd quarter inspections continued to remain consistent with 2008 levels.

INSPECTIONS	3 rd q 2008	4 th q 2008	2008 Total	1 st q 2009	2 nd q 2009	3 rd q 2009	4 th q 2009	2009 Total	1 st q 2010	2 nd q 2010	3 rd q 2010	2 nd q 2010	2010 Total	1 st q 2011	2 nd q 2011	3 rd q 2011
No. of Inspections	1166	1230	4656	1095	983	957	945	3980	780	924	845	765	3314	849	1086	1177
Average No. of inspections per day per inspector	6.1	6.7	6.2	6.0	6.3	6.0	6.1	6.4	5.1	5.8	5.3	4.9	5.3	5.5	6.8	7.4



6. NORMANDY PARK PLAN REVIEWS AND INSPECTIONS:

In January, 2006, Burien began providing plan review and inspection services to the City of Normandy Park. These services are provided by Burien's Building Official and our three inspectors.

The following chart shows the number of plan reviews and inspections performed by Burien staff on behalf of Normandy Park.

	2006 Total	2007 Total	2008 Total	1 st q 2009	2 nd q 2009	3 rd q 2009	4 th q 2009	2009 Total	1 st q 2010	2 nd q 2010	3 rd q 2010	4 th q 2010	2010 Total	1 st q 2011	2 nd q 2011	3 rd q 2011
No. of Plan Reviews + Other	48	77	125	10	18	18	10	56	13	11	6	3	33	9	11	10
No. of inspections	672	1242	1473	224	323	243	245	1035	176	235	137	114	695	124	149	164
Average No. of inspections per day	2.7	4.9	5.9	3.7	5.5	3.8	4	4.2	2.9	3.7	2.1	1.8	2.8	2	2.3	2.6

7. LAND USE PRE-APPLICATION MEETINGS:

Pre-application meetings are required for most planning and land use-related actions. Meetings are held every other Thursday for up to 4 pre-application reviews. Staff from planning, building, public works, fire, and police attends as needed to discuss fatal flaws and to identify various requirements for a proposed development. A written report is provided to the applicant, as well as meeting minutes. Although this service requires a substantial amount of staff time, it has proven to be valuable to both the applicant and the city and helps to expedite the formal review later in the process. The following chart shows the number of pre-application reviews by project type.

Pre-Application Project Type	2007 Total	2008 Total	1st q 2009	2 nd q 2009	3 rd q 2009	4 th q 2009	2009 Total	1 st q 2010	2 nd q 2010	3 rd Q 2010	4 th q 2010	2010 Total	1 st q 2011	2 nd q 2011	3 rd q 2011
Short Plat (4 or fewer lots)	14	9		1	1		2	4		3	2	9	1	1	2
Subdivision (5 or more lots)	5	4									1	1			
Multi-Family	1	4												1	
Critical Area Review—Single-Family	17	5			1	1	2			2		2	1	1	2
Critical Area Review—Other	1	2	1			1	2	1				1			
Commercial/Mixed Use—New	8	6	1		1	2	4	1	2	3		6	1		2
Commercial/Mixed Use—Addition, Renovation	7	3		2	1	1	4	3		1	1	5	2	1	
Change of Use	1	1								1	1	3	1		2
Other	2	5	1	4	1	1	7	2		2	2	6		1	
TOTALS	56	39	3	7	5	6	21	11	3	12	7	33	6	5	8

8. LAND USE APPLICATIONS:

We received the following types of planning and land use applications, categorized as shown below.

Project Type	2007 TOTAL	2008 TOTAL	1 st Q 2009	2 nd q 2009	3 rd q 2009	4 th q 2009	2009 TOTAL	1 st Q 2010	2 nd q 2010	3 rd q 2010	4 th q 2010	2010 TOTAL	1 st q 2011	2 nd q 2011	3 rd q 2011
Accessory Dwelling Unit	11	9	5	3	1		9	1	3	1		5	2	2	1
Critical Area Review--Admin.	7	2									1	1		1	
Critical Area Review--Type 1	2	1							2			2		3	
Lot Line Adjustment	15	6	1	1	3	3	8			4	1	5		6	2
Land Use Review--Type 1	9	5	3	2		1	6			1	1	2	3		
Land Use Review--Type 2	1	1		1			1	1			1	2			
Land Use Review--Type 3	0	1	1				1								1
Master Sign Plan	1	2				1	1			1		1		1	
Multi-Family Tax Exemption	1	0													
Rezoning	0	0		1			1								
Shoreline Exemption	7	4	1			1	2				3	3	3	1	3
Short Plat--Preliminary	11	5				1	1	2	3	2	1	8	1	1	1
Short Plat--Final	15	7	2		1		3			1	5	6		1	
Subdivision--Preliminary	4	3													
Subdivision--Final	0	1													1
Tree Removal Permit	17	9	2	4	4	3	13	7	8	3	3	21	1	5	5
Temporary Use Permit	7	3		2			2							1	
TOTALS	108	59	15	14	9	10	48	11	17	13	16	57	10	22	14

9. LAND USE DECISIONS ISSUED:

	2007	2008	2009	1 st Q 2010	2 nd q 2010	3 rd q 2010	4 th q 2010	2010 Total	1 st q 2011	2 nd q 2011	3 rd q 2011
Number of Decisions Issued	30	16	15	2	6	7	3	18	2	3	6
Percent Issued By Target Date	67%	69%	80%	50%	100%	86%	100%	89%	100%	67%	100%



Public Hearing Notice

City of Burien

400 SW 152nd Street (Suite 300)

Burien, Washington 98166

Hearing Information

The City of Burien Planning Commission will conduct a public hearing on October 25, 2011, at 7:00 pm at 400 SW 152nd Street (Multi-Purpose Room) to receive public comments on the following application:

Applicant

City of Burien

Proposals

Comprehensive Plan text amendments regarding transportation element and the Communities Putting Prevention to Work grant.

Comprehensive Plan Amendment Ref Nos.

Scope numbers: 6, 10, 11, 14, 20, 21 and 22

Files are available for viewing at Burien City Hall during regular business hours.

Location

Citywide

Tax Parcel Nos.

Not applicable

Current Zoning

Not applicable

How to Comment

Any person may submit written or oral comments or testimony at the public hearing, or may submit written comments prior to the hearing. Written comments may be submitted in person, via mail, e-mail or by facsimile. All documents submitted or requested as part of this application are available for review at City Hall during regular business hours.

Project Planner (for submittal of written comments or for more information)

David Johanson, AICP, Senior Planner
Department of Community Development
City of Burien
400 SW 152nd Street (Suite 300)
Burien, WA 98166
Phone: (206) 248-5522
E-Mail: DavidJ@burienwa.gov

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cc: Burien City Council
Burien Staff
Discover Burien
Highline Times
King County/Burien Public Library

Seahurst Post Office
White Center Now
B-Town Blog
Burien Daily
Web site: www.burienwa.gov

