

**Town Hall Meeting Room**  
**3715 Bridgeport Way West**

- |         |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
|---------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 6:30 pm | <b>1. CALL REGULAR MEETING TO ORDER</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
|         | <b>2. ROLL CALL</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
|         | <b>3. PLEDGE OF ALLEGIANCE – Mayor Pro Tem Keel</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
|         | <b>4. APPROVAL OF MINUTES – <u>December 4, 2017</u></b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| 6:35 pm | <b>5. APPROVAL OF AGENDA</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| 6:35 pm | <b>6. PRESENTATION</b><br><ul style="list-style-type: none"> <li>• <u>Certificate of Recognition</u> – University Place Pierce County Library</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| 6:40 pm | <b>7. MAYOR’S YEAR-END REPORT AND CLOSING COMMENTS</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| 6:55 pm | <b>8. ELECTION OF MAYOR</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| 7:05 pm | <b>9. ELECTION OF MAYOR PRO TEM</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| 7:15 pm | <b>10. MAYOR’S REMARKS – Newly Elected</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| 7:25 pm | <b>BREAK</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| 7:40 pm | <b>11. PUBLIC COMMENTS</b> – (At this time, citizens have three minutes to address the Council on any matter not scheduled for Public Hearing or Council Consideration. State law prohibits the use of this forum to promote or oppose any candidate for public office, or ballot measure. Public comments are limited to three minutes. Please provide your name and address for the record.)                                                                                                                                                                                                                                                                                                                   |
| 7:45 pm | <b>12. COUNCIL COMMENTS/REPORTS</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| 7:50 pm | <b>13A-B. CONSENT AGENDA</b><br><b>Motion: Approve or Amend the Consent Agenda as Proposed</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
|         | <p>The Consent Agenda consists of items considered routine or have been previously studied and discussed by Council and for which staff recommendation has been prepared. A Councilmember may request that an item be removed for the Consent Agenda so that the Council may consider the item separately. Items on the Consent Agenda are voted upon as one block and approved with one vote.</p> <p><b>A. <u>Receive and File: Payroll and Claims.</u></b></p> <p><b>B. <u>Authorize the City Manager to approve payment of \$49,671.94 for the Eden Systems/Tyler Technologies invoice for financial systems software maintenance and support covering January 1, 2018 through December 31, 2018.</u></b></p> |
|         | <b>COUNCIL CONSIDERATION</b> – (The following item(s) will require Council action.)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| 7:55 pm | <b>14. SIGN CODE REGULATION AMENDMENTS</b><br><ul style="list-style-type: none"> <li>• <u>Staff Report</u></li> <li>• <u>Public Comment</u></li> <li>• <u>Council Consideration</u></li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| 8:15 pm | <b>15. ADJOURNMENT</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |

\*PRELIMINARY CITY COUNCIL AGENDA

January 16, 2018  
Regular Council Meeting

January 20, 2018  
Special Council Meeting

February 5, 2018  
Regular Council Meeting

February 19, 2018  
HOLIDAY – No Council Meeting Scheduled

February 20, 2018  
Regular Council Meeting

**Preliminary City Council Agenda subject to change without notice\***  
Complete Agendas will be available 24 hours prior to scheduled meeting.  
To obtain Council Agendas, please visit [www.cityofup.com](http://www.cityofup.com).

**American Disability Act (ADA) Accommodations Provided Upon Advance Request**  
**Call the City Clerk at 253-566-5656**

# APPROVAL OF MINUTES

**CITY OF UNIVERSITY PLACE  
DRAFT MINUTES  
Regular Meeting of the City Council  
Monday, December 4, 2017  
City Hall, Windmill Village**

**1. CALL REGULAR MEETING TO ORDER**

Mayor Figueroa called the Regular Meeting to order at 6:30 p.m.

**2. ROLL CALL**

Roll call was taken by the City Clerk as follows:

Councilmember Belleci	Present
Councilmember Grassi	Present
Councilmember McCluskey	Present
Councilmember Nye	Present
Councilmember Worthington	Present
Mayor Pro Tem Keel	Present
Mayor Figueroa	Present

Staff Present: City Manager Sugg, City Attorney Kaser, Planning and Development Services Director Swindale, Deputy Director of Engineering Services and Capital Projects Avcular, Communications & I.T. Manager Seesz, Communications Specialist Kleber, Public Works, Parks & Facilities Director Cooper, Police Chief Blair, Executive Director/ACM Craig and City Clerk Genetia.

**3. PLEDGE OF ALLEGIANCE**

The University Place Cub Scout Pack 148 led Council in the Pledge of Allegiance.

**4. APPROVAL OF MINUTES**

**MOTION:** By Councilmember Grassi, seconded by Councilmember McCluskey, to approve the minutes of the November 20, 2017 meeting as submitted.

**The motion carried.**

**5. APPROVAL OF AGENDA**

Mayor Figueroa requested that the agenda be amended to remove Item 9 – Sign Code Regulation Amendments, from Council Consideration and place it as the first item under Study Session.

**MOTION:** By Mayor Figueora, seconded by Councilmember McCluskey, to approve the agenda as amended.

**The motion carried.**

**6. CONSENT AGENDA**

**MOTION:** By Councilmember Belleci, seconded by Councilmember Grassi, to approve the Consent Agenda as follows:

- A.** Receive and File: Payroll for the period ending 11/30/17, dated 12/05/17, in the total amount of Two Hundred Ninety-Six Thousand One Hundred Ninety-Seven and 09/100 Dollars (\$296,197.09); and

Claims dated 11/30/17, check nos. 51980626 through 51980676, wire transfers 21954571 and 293650, in the total amount of Two Million One Hundred Fourteen Thousand Seven Hundred Seventy-Two and 93/100 Dollars (\$2,114,772.93).

- B. Adopt a resolution approving the Planning Commission's 2018 Annual Preliminary Work Plan. **(RESOLUTION NO. 851)**
- C. Adopt a resolution confirming the appointment of Susan Adams as the Municipal Court Judge for the City of University Place to fill a four-year term commencing January 1, 2018. **(RESOLUTION NO. 852)**
- D. Adopt a resolution amending paragraph 1 of Section 13.1 of the current three-year labor agreement with the International Union of Operating Engineers, Local 612, substantially in the form hereto attached. **(RESOLUTION NO. 853)**

**The motion carried.**

## **7. PRESENTATIONS**

Certificate of Recognition, Donald Lindberg, Ken Lobeda and Merle Cheesman – Mayor Figueroa presented a Certificate of Recognition to Messrs. Lindberg, Lobeda and Cheesman for their effort, service, leadership and commitment in the development, operation and success that shaped University Place School District into one of the best in the country.

Certificate of Recognition, GFWC Chambers Bay Women's Club – Mayor Figueroa presented a Certificate of Recognition to the GFWC Chambers Bay Women's Club for their significant contribution and exemplary dedication to community improvement through volunteer services.

City Manager's Year-End Report – City Manager Sugg provided a highlight of the City's accomplishments, completed projects and events that transpired in 2017.

Oath of Office, Municipal Court Judge - Judge Susan Adams was sworn into the Office of Municipal Court Judge for the City of University Place by City Clerk Genetia.

Oath of Office, Elected Officials - The Honorable Judge Adams administered the Oath of Office to Councilmembers-Elect Grassi, McCluskey, Figueroa and Worthington.

The City Council took a 10 minute break. The meeting resumed at 7:27p.m.

**8. PUBLIC COMMENTS** – The following individual provided comment: *Blake Geyen, 7710 54<sup>th</sup> Street West.*

## **COUNCIL CONSIDERATION**

### **9. SIGN CODE REGULATION AMENDMENTS (Moved to Study Session)**

### **10. COUNCIL COMMENTS/REPORTS**

Councilmember Grassi reported on Pierce County Regional Council's discussion regarding the Regional Center Framework.

Councilmember McCluskey expressed her gratitude to the public for re-electing her to serve in the City Council and thanked her colleagues for their good work and partnership.

Councilmember Worthington thanked the citizens of University Place for the opportunity to serve the community again. He commented on the success of the Christmas Tree lighting event and commended those who have made it happen.

Mayor Figueroa congratulated Councilmember McCluskey and her husband on their 42nd anniversary. He also thanked his colleagues for serving the community and making it a better place to live. He provided information on upcoming Library hosted holiday events.

Councilmember Belleci announced that Santa will be in the atrium every Saturday until December 23 for pictures.

## **STUDY SESSION**

### **9. SIGN CODE REGULATION AMENDMENTS**

Planning and Development Services Director Swindale informed Council of a process oversight. The City is required to await expiration of required comments for SEPA and State Agency reviews prior to the adoption of the Sign Code ordinance. Additionally, however, he requested that Council consider another change to the sign code regarding window masking. He explained that while reviewing the building plans for Lot 12, it appears that the current limit of 20% of a window area and no more than 30" above grade would not work for the storefront window systems the developers have proposed. He indicated that eliminating the "no more than 20% of a window area" would resolve the problem without changing the intended outcome. This proposed change was accepted by Council. Two additional changes to the proposed sign code were made: (1) Residential development/construction signs: to amend the size of the sign to 32 sq. ft.; to allow residential development signs until lot is sold; to allow construction signs until the issuance of occupancy permit; and to allow one sign per street frontage on lot of ½ acre or more; and (2) Digital signs: to prohibit digital signs in the Town Center Zone.

Staff was directed to bring forth an ordinance adopting the proposed and additional suggested revisions to the sign code regulations for Council consideration.

At 8:15 p.m., 9:00 p.m. and 9:05 p.m., motions were made and were carried to extend the meeting to 9:00 p.m., 9:05 p.m. and 9:30 p.m. respectively.

### **11. LEGISLATIVE PROPOSAL: CIRQUE DRIVE SPEED LIMIT**

City Attorney Kaser and Deputy Director of Engineering Avcular presented a legislative proposal submitted by Mayor Figueroa and Mayor Pro Tem Keel to evaluate whether the current speed limit along Cirque Drive and Grandview Drive should be reduced from 35mph to 30-25mph. Like most cities, the City Council establishes City speed limits by code. Mr. Kaser indicated that there is no cost associated with the speed study itself. There would be a potential cost of approximately \$5,000 associated with revised signage should Council, after conclusion of the study, decide to change the speed limit.

Council discussed issues associated with the speed study process, disregard of speed limit, enforcement and public expectation.

Staff was directed to conduct a speed study involving an engineering and traffic investigation for further study by Council.

### **12. ADJOURNMENT**

The meeting adjourned at 9:16 p.m. No other action was taken.

Submitted by,

Emy Genetia  
City Clerk

# CERTIFICATE OF RECOGNITION

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THE CITY COUNCIL OF THE CITY OF UNIVERSITY PLACE HEREBY  
PRESENTS THIS CERTIFICATE TO

## UNIVERSITY PLACE PIERCE COUNTY LIBRARY

FOR ITS COOPERATIVE EFFORTS TO STRENGTHEN THE SOCIAL AND EDUCATIONAL VITALITY OF THE COMMUNITY. THROUGH ITS INNOVATIVE PROGRAMS, CLASSES, EVENTS AND RESOURCES SUCH AS, HOMEBOUND AND ADULT CARE DELIVERY, PEER 2 PEER UNIVERSITY, SUMMER READING, TEEN MOVIE NIGHT9010, TEEN COUNCIL, IPAD BASICS FOR 50+, OPEN MIC NIGHT, DROP-IN HELP WITH WORKSOURCE, THE UNIVERSITY PLACE PIERCE COUNTY LIBRARY IS A COMMUNITY LEADER THAT PROVIDES SERVICES THAT EXCEED EXPECTED LEVELS OF COMMUNITY OUTREACH.

PRESENTED ON JANUARY 2, 2018.

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JAVIER H. FIGUEROA, MAYOR



# APPROVAL OF CONSENT AGENDA



City of University Place  
Voucher Approval Document

<b>Control No.:</b> 57	<b>Agenda of:</b> 01/02/18	<b>PREPAY</b>
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**Claim of:** Payroll for Pay Period Ending 12/31/17

Check #	Date	Amount	Check #	Date	Amount
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318798	12/20/2017	236.18			
				12/20/2017	122,078.51 DIRECT DEPOSIT
			<b>EMPLOYEE NET</b>		<b>122,314.69</b>

WIRE	12/20/2017	12,455.76	DEPT. OF LABOR AND INDUSTRIES
WIRE	12/20/2017	23,541.18	BANK OF AMERICA
WIRE	12/20/2017	21,204.94	- 106006, VANTAGEPOINT TRANSF
WIRE	12/20/2017	9,552.29	- 304197, VANTAGEPOINT TRANSF
WIRE	12/20/2017	4,678.28	- 800263, VANTAGEPOINT TRANSF
WIRE	12/20/2017	35,282.72	WA STATE DEPT OF RETIREMENT SY
WIRE	12/20/2017	1,210.66	PACIFIC SOURCE ADMINISTRATORS
WIRE	12/20/2017	6.25	PACIFIC SOURCE ADMINISTRATORS
WIRE	12/20/2017	229.17	- 705544, VANTAGEPOINT TRANSF
WIRE	12/20/2017	2,008.65	- 106006 LOAN, VANTAGEPOINT
WIRE	12/20/2017	141.26	AFLAC INSURANCE
WIRE	12/20/2017	1,315.30	WA ST DEPT OF RETIREMENT SYS
WIRE	12/20/2017	415.35	- 304197 LOAN, VANTAGEPOINT TR
WIRE	12/20/2017	250.00	NATIONWIDE RETIREMENT SOLUTION

**BENEFIT/DEDUCTION AMOUNT**      112,291.81

**TOTAL AMOUNT**      **234,606.50**

**Preparer Certification:**

I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein and that the claim is a just, due and unpaid obligation against the above-named governmental unit, and that I am authorized to authenticate and certify to said claim.

Signed:      (Signature on file.)

Date

Steve Sugg, City Manager

FINAL CHECK LISTING  
CITY OF UNIVERSITY PLACE

Check Date: 12/15/2017

Check Range: 51980677 - 51980762

Claims Approval

I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein, that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, and that the claim is a just, due and unpaid obligation against the City of University Place, and that I am authorized to authenticate and certify to said claim.

I also certify that the following list of checks were issued to replace previously issued checks that have not been presented to the bank for payment. The original check was voided and a replacement check issued.

Vendor Name

Replacement Check #

Original Check #

Auditing Officer: (Signature on file.)

Date: \_\_\_\_\_

Bank : bofa BANK OF AMERICA

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
51980677	12/8/2017	003065	TACOMA-PIERCE CO HEALTH DEIN0160076	10/12/2017	VACTOR OVERAGES/HANDLING	115.50	115.50
		Voucher: 43166					
51980678	12/15/2017	025179	ACCESS INFORMATION MANAGE2343270	11/30/2017	DEC17/OFFSITE RECORD STOR	442.98	442.98
		Voucher: 43096					
51980679	12/15/2017	001945	ADDISON CONSTRUCTION SUPP331554	11/17/2017	STRAIGHT CURB EXPANSION/AL	27.53	27.53
		Voucher: 43097					
51980680	12/15/2017	001004	ALARMWORKS NW 10985	12/1/2017	DEC17/ALARM MONITORING	350.00	350.00
		Voucher: 43098					
51980681	12/15/2017	024528	ALL PRO CARPET CLEANING 7976	12/4/2017	CARPET CLEANING/STAIR RISEF	150.00	150.00
		Voucher: 43099					
51980682	12/15/2017	001818	APEX ENGINEERING PLLC 201754483	5/17/2017	APR17/BRIDGEPORT WY 4/SURV	1,135.00	
		Voucher: 43100	201754738	7/18/2017	JUN17/BRIDGEPORT WY PH4/SU	2,105.00	3,240.00
51980683	12/15/2017	001007	ASSN OF WASHINGTON CITIES 55714	10/11/2017	PAID SICK LEAVE WEBINAR/L.PE	25.00	25.00
		Voucher: 43101					
51980684	12/15/2017	025986	AUSTINCINA ARCHITECTS INC P1219R	11/25/2017	CIVIC BUILDING RESTROOM DE	4,512.00	
		Voucher: 43102	1218R	11/25/2017	CITY HALL TI	22,216.90	26,728.90
51980685	12/15/2017	002333	BANK OF AMERICA 548001400009914	11/22/2017	MASTERCARD/11-22-17	10,875.17	10,875.17
		Voucher: 43103					
51980686	12/15/2017	026126	BEYLER CONSULTING LLC 2017-1695	9/30/2017	PRELIMINARY LINE SURVEY/CIR	3,272.50	3,272.50
		Voucher: 43104					
51980687	12/15/2017	001182	BIG JOHN'S TROPHIES 136972	10/30/2017	9X12 WALNUT WALL PLAQUE	83.62	83.62
		Voucher: 43105					
51980688	12/15/2017	002275	BUNCE DBA AMERICAN PARTY P210596-5	12/2/2017	TABLES/CHAIRS/LINENS/TREE L	350.23	
		Voucher: 43106	209762-5	12/2/2017	TREE LIGHTING/EQUIPMENT RE	2,746.84	3,097.07
51980689	12/15/2017	025428	CAPITAL ONE COMMERCIAL/COS7003-7301-0003-1	11/26/2017	7003-7301-0003-1024/COSTCO	108.08	108.08
		Voucher: 43107					
51980690	12/15/2017	003155	CDW.GOVERNMENT, INC. KZS6835	12/4/2017	APC SMRTUPS	755.16	
		Voucher: 43108	KZS3165	12/4/2017	CREDIT/ORGINAL INVOICE #KRF	-838.93	
			KZN7649	12/4/2017	SYNOLOGY 5BAY 2GB NAS DISK	838.93	755.16
51980691	12/15/2017	001152	CENTURYLINK 206-Z20-0051	11/20/2017	PHONES/CITY WIDE	606.79	
		Voucher: 43109	253-584-0775	12/1/2017	PHONE/KOBAYASHI	51.83	658.62
51980692	12/15/2017	001152	CENTURYLINK 1426253083	11/23/2017	PHONES/LONG DISTANCE/INTEF	210.78	210.78
		Voucher: 43110					

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<u>Check #</u>	<u>Date</u>	<u>Vendor</u>	<u>Invoice</u>	<u>Inv Date</u>	<u>Description</u>	<u>Amount Paid</u>	<u>Check Total</u>
51980693	12/15/2017	003056 CITY OF LAKEWOOD	MC-00142	12/6/2017	DEC17/COURT SERVICES	32,373.62	32,373.62
	Voucher:	43111					

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Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
51980695	12/15/2017	001024 CITY OF TACOMA	100939530	12/4/2017	POWER/3555 MARKET PLACE W	1,485.69	
	Voucher:	43112	100122800	12/4/2017	POWER/4398 BP WAY W	494.56	
			100302273	12/4/2017	POWER/3715 BP WAY W #D2	52.79	
			100577102	12/4/2017	POWER/7450 MARKET ST W	267.63	
			100138171	12/4/2017	POWER/3998 BP WAY W	85.15	
			100578632	12/4/2017	WATER/7450 MARKET SQ W	348.17	
			100142834	12/4/2017	WATER/3715 BP WAY W	169.52	
			100495884	12/4/2017	POWER/3625 DREXLER DR	101.05	
			100617905	12/4/2017	POWER/3525 BP WAY W	216.76	
			100079046	12/4/2017	POWER/3715 BP WAY W #D5	29.90	
			100802489	12/4/2017	POWER/3904 BP WAY W	16.91	
			100312961	12/4/2017	POWER/3715 BP WAY W #A3	52.00	
			100986098	12/15/2017	POWER/7613 CHAMBERS CREEK	7.75	
			100306924	12/5/2017	POWER/8900 CHAMBERS CK RD	41.66	
			100306925	12/15/2017	POWER/8020 CHAMBERS CK RD	42.20	
			100086165	12/4/2017	POWER/7813 44TH ST W	6.50	
			100657111	12/4/2017	WATER/3626 DREXLER DR W	425.32	
			100668524	12/7/2017	WATER/4999 ALAMEDA AVE W	216.12	
			100125070	11/30/2017	POWER/5370 BP WAY W	113.18	
			100737837	11/30/2017	POWER/5702 BP WAY W	27.62	
			100612293	11/30/2017	POWER/5103 BP WAY W	341.45	
			100890034	11/30/2017	WATER/7299 57TH ST CT W	212.00	
			100851341	11/30/2017	POWER/6420 CHAMBERS CREEK	82.37	
			100079031	12/4/2017	POWER/3715 BP WAY W	132.17	
			100751205	12/4/2017	WATER/3555 MARKET PLACE W	169.52	
			100156353	12/4/2017	POWER/4720 BP WAY W	51.64	
			100087691	12/4/2017	POWER/3697 BRIDGEPORT WAY	288.33	
			100955347	12/4/2017	POWER/3715 BP WAY W, #E HSE	96.07	
			100052902	12/4/2017	POWER/ 3715 BP WAY W/#A HSE	30.44	
			100955346	12/4/2017	POWER/3715 BP WAY W, #D HSE	40.99	
			100955345	12/4/2017	WATER/3715 BP WAY W	170.68	
			100445063	12/4/2017	POWER/3715 BP WAY W, #E2	32.55	
			100092335	12/7/2017	POWER/3050 BP WAY W	284.80	
			100668521	12/7/2017	WATER/3000 BP WAY W	420.07	
			100668505	12/5/2017	WATER/8102 CHAMBERS CREEK	85.09	

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Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
			100668522	12/5/2017	WATER/8902 CHAMBERS CK RD	34.80	
			100101775	12/6/2017	POWER/5250 GRANDVIEW DR W	229.59	
			100820972	12/7/2017	POWER/2700 SUNSET DR W	49.82	
			100668504	12/5/2017	WATER/7401 CHAMBERS LN W	63.60	
			101007599	12/8/2017	WATER/7104 27TH ST W	31.84	
			100892483	11/30/2017	POWER/5400 BP WAY W	214.53	
			100980359	11/30/2017	WATER/6799 CHAMBERS CK RD	106.04	
			100892486	11/30/2017	POWER/6400 BP WAY W	114.14	
			100439837	12/4/2017	POWER/3501 72ND AVENUE CT \	22.61	
			100312960	11/4/2017	POWER/3715 BP WAY W #A2	10.16	
			100714386	12/4/2017	POWER/3609 MARKET PL W #20	49.12	
			100110228	12/4/2017	POWER/3715 BP WAY W #B5	1,340.19	
			100105615	12/4/2017	POWER/3503 BP WAY W	62.74	
			100312900	12/4/2017	POWER/3715 BP WAY W #E3	88.88	
			100086155	12/7/2017	POWER/7801 40TH ST W	6.50	
			100897062	12/4/2017	WATER/3600 DREXLER DR W	74.16	
			100456986	11/30/2017	POWER/5918 HANNAH PIERCE F	57.90	
			100068203	11/29/2017	POWER/3715 BP WAY W	1,632.85	
			100137272	12/1/2017	WATER & POWER/1901 SEAVIEW	324.68	
			100165190	11/21/2017	POWER/3761 BP WAY W	51.45	
			100565439	11/21/2017	WATER/3761 BP WAY W	106.37	
			100093125	11/22/2017	POWER/8513 33RD ST W #A	42.04	11,352.66
51980696	12/15/2017	001024 CITY OF TACOMA	100951901	12/5/2017	POWER/7723 CHAMBERS CREEK	106.39	
	Voucher:	43113	100101800	12/5/2017	POWER/6318 GRANDVIEW DR W	216.85	
			100668518	12/5/2017	WATER/9600 64TH ST W	84.74	407.98
51980697	12/15/2017	001108 CITY OF UNIVERSITY PLACE	NOV17	12/8/2017	PETTY CASH FUND REIMBURSE	50.67	50.67
	Voucher:	43114					
51980698	12/15/2017	001140 CITY TREASURER	90790152	11/13/2017	OCT17/HYDRANT USE/BRISTON	227.90	227.90
	Voucher:	43115					
51980699	12/15/2017	002171 CITY TREASURER	90790255	11/14/2017	FLEET MAINTENANCE/CITY VEH	6,379.62	
	Voucher:	43116	90790251	11/14/2017	FLEET MAINTENANCE/LABOR C	7,169.51	13,549.13
51980700	12/15/2017	025161 CITY TREASURER	131373	11/21/2017	CABLE TV/ATRIUM	0.50	0.50
	Voucher:	43117					
51980701	12/15/2017	025492 CODEPROS, LLC	UP-112717	11/27/2017	PLAN REVIEW/4904 52ND AVE C	2,331.01	2,331.01
	Voucher:	43118					

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Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
51980702	12/15/2017	024565	COMCAST	849835010094487	11/15/2017	NOV25-DEC24/INTERNET/CITY H	140.84
	Voucher:	43119		849835010117473	12/1/2017	DEC6-JAN5/INTERNET/PW SHOF	156.33
							297.17
51980703	12/15/2017	024076	COMMENCEMENT BAY CONST.IN2035483		11/21/2017	RETURN/PALLET DEPOSIT	-18.72
	Voucher:	43120		2035484	11/21/2017	SAKRETE CONCRETE MIX/PALLI	466.94
							448.22
51980704	12/15/2017	023782	COMPLETE OFFICE SOLUTIONS,1619066-0		11/22/2017	MARKER/PLANNER/ECON DEV.	49.60
	Voucher:	43121		1615790-0	11/15/2017	PLANNER/HR	55.96
				1620387-0	11/28/2017	COPY PAPER	239.63
				1619796-0	11/27/2017	PLANNER/PENS/PAPER CLIPS/IT	36.33
				1619297-0	11/27/2017	RECEIVED STAMP/BLACK INK, C	54.95
				1619067-0	11/22/2017	MARKERS/ENGINEERING	75.54
							512.01
51980705	12/15/2017	002066	CONSOLIDATED ELECTR.DIST.CC8541-448900		11/16/2017	LAMP/LIGHTS/CIVIC BUILDING LI	540.93
	Voucher:	43122		8541-448917	11/28/2017	FP21/730/CIVIC BUILDING LIGHT	181.00
							721.93
51980706	12/15/2017	024347	COPIERS NORTHWEST, INC.	INV1671428	12/5/2017	NOV4-DEC3/OVERAGE CHARGE	226.01
	Voucher:	43123		INV1665734	11/27/2017	NOV22-DEC21/CONTRACT LEAS	105.94
				INV1665163	11/22/2017	OCT21-NOV20/OVERAGE CHARC	228.04
				INV1667633	11/29/2017	OCT29-NOV28/OVERAGE CHARC	20.50
				INV1667141	11/29/2017	NOV28-DEC27/BASE RATE/OCT2	83.38
							663.87
51980707	12/15/2017	001737	DON SMALL & SONS OIL DIST CC506031		11/13/2017	ADDITIONAL PRODUCT/DIESEL F	158.26
	Voucher:	43124		118661	11/13/2017	BULK FUEL/PW SHOP	3,023.94
							3,182.20
51980708	12/15/2017	001890	FIRCREST GOLF CLUB	DEPOSIT	12/11/2017	COUNCIL RETREAT/CATERING C	500.00
	Voucher:	43125					500.00
							500.00
51980709	12/15/2017	001212	GRAY & OSBORNE INC	8	11/13/2017	SOUNDVIEW DR/BROOKSIDE W/	30,884.08
	Voucher:	43126					30,884.08
							30,884.08
51980710	12/15/2017	001858	GRAY LUMBER COMPANY	204385	12/6/2017	DOUGLAS FIR/HOMESTEAD ARE	45.57
	Voucher:	43127					45.57
							45.57
51980711	12/15/2017	025752	HAGERTY, PATRICK	00404	12/4/2017	PHOTOGRAPHER SERVICE/TRE	520.00
	Voucher:	43128					520.00
							520.00
51980712	12/15/2017	001222	HOME DEPOT CREDIT SERVICES6035-3225-3193-0		11/28/2017	MISC REPAIR & MAINT SUPPLIE	477.01
	Voucher:	43129		6035 3225 3193 0	9/28/2017	MISC REPAIR & MAINT SUPPLIE	-61.96
							415.05
51980713	12/15/2017	001223	HUMANE SOCIETY OF TACOMA	IVC0001865	12/1/2017	DEC17/BOARDING CONTRACT	102.00
	Voucher:	43130					102.00
							102.00
51980714	12/15/2017	022746	HWA GEOSCIENCES INC.	27910	11/25/2017	CONSTRUCTION OBSERVATION	3,738.71
	Voucher:	43131					3,738.71
							3,738.71
51980715	12/15/2017	023597	INTERNATIONAL CODE COUNCIL1000820040		10/13/2017	2018 COMPLETE ICC CODE/PRIM	1,200.11
	Voucher:	43132					1,200.11
							1,200.11

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Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
51980716	12/15/2017	024203 JONZ CATERING LLC	3804	12/1/2017	CATERING/16TH CAB HOLIDAY F	75.57	75.57
		Voucher: 43133					
51980717	12/15/2017	021616 KELLEY IMAGING SYSTEMS	21702209	11/23/2017	LEASE/SHARP MX5111N COPIER	398.28	398.28
		Voucher: 43134					
51980718	12/15/2017	023454 KELLMAN, DAVID	0028	11/27/2017	VIDEO SHOOT/SCRIPTING/EDITI	950.00	950.00
		Voucher: 43135					
51980719	12/15/2017	001960 KROGER - FRED MEYER STORE\$700070		12/2/2017	CUSTOMER # 700070/MISC PURC	13.21	13.21
		Voucher: 43136					
51980720	12/15/2017	002873 LAKEWOOD HARDWARE & PAINT528888		11/27/2017	BLADES/REPAIR WORK	292.32	292.32
		Voucher: 43137					
51980721	12/15/2017	001987 LAKEWOOD IRON WORKS	111317	11/13/2017	RICONOSCUTIO PARK/GATE	1,259.25	1,259.25
		Voucher: 43138					
51980722	12/15/2017	023115 LEMAY MOBILE SHREDDING	4544336	12/1/2017	NOV17/DOCUMENT SHREDDING	36.38	36.38
		Voucher: 43139					
51980723	12/15/2017	001797 LOWE'S BUSINESS ACCOUNT/GE874-3507-900095-		11/17/2017	MISC REPAIR & MAINTENANCE \$	348.98	348.98
		Voucher: 43140					
51980724	12/15/2017	025291 MCCLUSKEY, DENISE	REIMB	12/8/2017	REIMB/NATIONAL LEAGUE OF CI	90.30	90.30
		Voucher: 43141					
51980725	12/15/2017	001862 MILES SAND & GRAVEL COMPAN1594500		11/17/2017	CIRQUE DR W/ALAMEDA AVE/SA	560.02	560.02
		Voucher: 43142					
51980726	12/15/2017	001378 MOUNTAIN MIST WATER	001727927	12/1/2017	#075361/BOTTLED WATER/CITY I	61.90	
		Voucher: 43143	001751547	11/28/2017	#075361/BOTTLED WATER/CITY I	44.31	
			001727919	11/13/2017	#075361/BOTTLED WATER/PW SI	34.97	
			001751541	11/28/2017	#075361/BOTTLED WATER/PW SI	14.09	
			001727926	11/13/2017	#068332/BOTTLED WATER/CM O	45.96	
			001727928	11/13/2017	#068332/CREDIT/BOTTLED WATE	-27.48	
			001751546	11/28/2017	#068332/BOTTLED WATER/CM O	12.99	
			001751545	11/28/2017	#065205/BOTTLED WATER/COUM	2.00	
			001727925	11/13/2017	#065205/BOTTLED WATER/COUM	15.19	203.93
51980727	12/15/2017	001172 MULTICARE CENTERS	119363	12/1/2017	DOT EXAM/K.SCHMIDT	80.00	80.00
		Voucher: 43144					



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Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
51980728	12/15/2017	001095 NEWS TRIBUNE	I03344411-103020	10/30/2017	MTG NOTICE/REG GROWTH	140.35	
	Voucher:	43145	I03344395-103020	10/30/2017	MTG NOTICE/TAX INCREASE	108.19	
			I03344403-103020	10/30/2017	MTG NOTICE/BIENNIAL BUDGET	124.27	
			I03379594-110820	11/8/2017	ORDINANCE PUBLICATION/#696	188.59	
			I03403043-112201	11/22/2017	ORDINANCE PUBLICATION/#698	113.55	674.95
51980729	12/15/2017	002150 OFFICE DEPOT,INC.	984934439001	11/29/2017	LITTLE GREEN BOOK/MARKER	15.22	
	Voucher:	43146	2134243781	11/28/2017	COVER BINDING/PAPER	44.26	
			981945118001	11/20/2017	CARTRIDGES/DS PLOTTER	371.70	
			981945436001	11/20/2017	CARTRIDGE/DS PLOTTER	61.95	
			984934401001	11/29/2017	SCISSORS	10.87	
			984934438001	11/29/2017	STAPLES/MARKERS/PENCILS	35.20	539.20
51980730	12/15/2017	001497 ORNAMENTAL STONE INC	19028	12/4/2017	CONCRETE PLANTER BOWLS	613.24	613.24
	Voucher:	43147					
51980731	12/15/2017	025989 OTAK INCORPORATED	000091700333	9/27/2017	SEP17/SUBAREA PLAN	4,000.00	4,000.00
	Voucher:	43148					
51980732	12/15/2017	001109 PIERCE COUNTY BUDGET & FIN	CI-242185	12/6/2017	4THQTR/MEMBERSHIP DUES/RA	13,505.28	
	Voucher:	43149	CI-241477	11/27/2017	OCT17/SPECIAL OT/TRAFFIC	724.88	
			CI-242304	12/11/2017	NOV17/JAIL SERVICES	6,930.60	
			CI-241475	11/27/2017	OCT17/SPECIAL OVERTIME	7,052.88	
			CI-241487	11/27/2017	OCT17/ANIMAL CONTROL & SHE	11,175.18	
			CI-242129	12/4/2017	DEC17/POLICE SERVICES	280,435.02	319,823.84
51980733	12/15/2017	001588 PIERCE COUNTY SEWER	01633279	12/1/2017	SEWER/1902 SEAVIEW AVE W	19.49	
	Voucher:	43150	01571443	12/1/2017	SEWER/7520 CIRQUE DR W	36.43	
			01512692	12/1/2017	SEWER/3555 MARKET PL W	32.19	
			00566276	12/1/2017	SEWER/3715 BP WAY W	112.68	
			00604682	12/1/2017	SEWER/2917 MORRISON RD W	23.72	
			00664685	12/1/2017	SEWER/4951 GRANDVIEW DR W	167.75	
			01576712	12/1/2017	SEWER/3609 MARKET PL W/RET	36.43	
			01576721	12/1/2017	SEWER/3609 MARKET PL W/RET	36.43	
			01576739	12/1/2017	SEWER/3609 MARKET PL W/RET	36.43	501.55
51980734	12/15/2017	001114 PITNEY BOWES GLOBAL FIN.	SV(3304974947	12/1/2017	4THQTR17/ACCT 0012826149/MA	1,732.77	1,732.77
	Voucher:	43151					
51980735	12/15/2017	001114 PITNEY BOWES GLOBAL FIN.	SV(110117	12/5/2017	NOV17/ACCT19533470/POSTAGE	325.00	325.00
	Voucher:	43152					

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Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
51980736	12/15/2017	025830	PPG ARCHITECTURAL COATINGS812503023012	11/21/2017	GRAFFITI SUPPLIES/PARKS	225.28	225.28
		Voucher: 43153					
51980737	12/15/2017	001161	PUGET SOUND ENERGY CORP 300000010987	12/1/2017	GAS/3715 BP WAY W, #E2	52.81	
		Voucher: 43154	300000009641	12/1/2017	GAS/3715 BP WAY W, #D2 & #A3	280.04	
			200014542258	11/29/2017	GAS/7450 MARKET SQ W	257.26	
			220014491314	11/29/2017	GAS/3715 BP WAY W #E1	29.08	
			220008861142	11/29/2017	GAS/3715 BP WAY W, #BLDG D1	38.27	
			200000971479	11/27/2017	GAS/4910 BRISTONWOOD DR W	177.85	835.31
51980738	12/15/2017	026124	REAL ASSET MANAGEMENT, INC.SIN002556	11/20/2017	ASSET MANAGEMENT SOFTWARE	5,384.02	5,384.02
		Voucher: 43155					
51980739	12/15/2017	026140	REID MIDDLETON, INC 1711129	12/6/2017	ATC-20 TRAINING SEMINAR	3,415.00	3,415.00
		Voucher: 43156					
51980740	12/15/2017	026119	RES GROUP NW LLC 14454	11/18/2017	OCT15-NOV18/27TH ST W IMPRC	9,261.75	9,261.75
		Voucher: 43157					
51980741	12/15/2017	002206	S & S TIRE, INC. 1-78801	11/18/2017	REPLACEMENT TIRES FOR EQU	747.02	747.02
		Voucher: 43158					
51980742	12/15/2017	026050	SANDY, NICHOLAS P 1	12/5/2017	MUSIC/16TH CAB HOLIDAY PART	300.00	300.00
		Voucher: 43159					
51980743	12/15/2017	023416	SEWALL WETLAND CONSULTING42542	11/15/2017	WETLAND CONSULTING/REPOR	580.00	
		Voucher: 43160	42557	11/30/2017	WETLAND CONSULTANT	435.00	1,015.00
51980744	12/15/2017	001328	SHELL FLEET CARD SERVICES 8147100120711	12/6/2017	81-471-0012-0/SHELL	32.96	32.96
		Voucher: 43161					
51980745	12/15/2017	025855	SMARSH, INC. INV00308010	11/30/2017	NOV17/MEDIA ARCHIVING SERV	544.60	544.60
		Voucher: 43162					
51980746	12/15/2017	003008	SPRAGUE PEST SOLUTIONS INC3377810	12/1/2017	PEST CONTROL/WINDMILL VILL/	104.41	104.41
		Voucher: 43163					
51980747	12/15/2017	024130	SUNDOGS REFUND	12/4/2017	DEPOSIT/ATRIUM/SANTA PAWS I	250.00	250.00
		Voucher: 43164					
51980748	12/15/2017	002613	SUPERIOR LINEN SERVICE,INC. 69966	11/29/2017	OFFICE MAT RENTAL/PW SHOP	89.40	
		Voucher: 43165	70578	12/1/2017	OFFICE MAT RENTAL/DEVELOPM	13.77	103.17
51980749	12/15/2017	002823	THOMPSON ELECTRICAL CONST1117-1246CV	11/29/2017	BALLAST REPLACEMENT/CIVIC I	771.38	
		Voucher: 43167	1117-1245CV	11/29/2017	GFCI RECEPTACLE INSTALLATIC	422.35	1,193.73
51980750	12/15/2017	002985	TITUS-WILL TOCS239119	10/30/2017	RAV4/MISC REPAIRS/TUNE UP	93.18	93.18
		Voucher: 43168					

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Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total	
51980751	12/15/2017	001326	TUCCI & SONS INC	6	12/8/2017	S.56TH ST-CIRQUE DR/CORRIDC	302,517.17	302,517.17
		Voucher: 43169						
51980752	12/15/2017	001394	UNITED RENTALS NW INC	152683190	12/4/2017	REPAIRS/LABOR/PARTS	552.32	552.32
		Voucher: 43170						
51980753	12/15/2017	001151	UNIVERSITY PLACE SCHOOL DIS4000170044		12/4/2017	FACILITY RENTAL/STAGE MANA	200.00	200.00
		Voucher: 43171						
51980754	12/15/2017	025336	US BANK	745000006	11/30/2017	CUSTOMER #0006/NOV17/MAINT	26.00	26.00
		Voucher: 43172						
51980755	12/15/2017	025399	VASSEY NURSERY, LLC	492246	12/6/2017	LEMON CYPRESS/MISC PLANTS	373.47	373.47
		Voucher: 43173						
51980756	12/15/2017	001032	WA STATE	90112017110064	12/1/2017	NOV17/TELECOMMUNICATIONS	196.04	196.04
		Voucher: 43174						
51980757	12/15/2017	001389	WA STATE PATROL	118003059	12/1/2017	NOV17/BACKGROUND CHECKS	48.00	48.00
		Voucher: 43175						
51980758	12/15/2017	024194	WEST SOUND WORKFORCE,INC.35032		11/6/2017	SHANE CONLEY/WW 10-29/11-05	1,497.13	
		Voucher: 43176		35112	11/20/2017	SHANE CONLEY/WW 11-19	1,062.00	
				35156	11/27/2017	SHANE CONLEY/WW11-26	796.50	
				35072	11/13/2017	SHANE CONLEY/WW 11-12	796.50	4,152.13
51980759	12/15/2017	021823	WOODBROOK NURSERY	213287NN	11/16/2017	VARIOUS PLANTS/RICONOSCUIT	387.40	387.40
		Voucher: 43177						
51980760	12/15/2017	001998	WOODLAND INDUSTRIES, INC.	105070	12/1/2017	BRUSH & STUMP DISPOSAL	151.14	151.14
		Voucher: 43178						
51980761	12/15/2017	023675	ZEE MEDICAL INC.	68347042	11/29/2017	ANNUAL AED COMPLIANCE MNC	218.70	
		Voucher: 43179		68342349	7/31/2017	CREDIT/ITEM WAS NOT NEEDED	-207.40	
				68344361	11/7/2017	RESUPPLY FIRST AID KIT/CITY H	172.87	
				68348057	11/29/2017	RESUPPLY FIRST AID KIT/PW SH	172.43	356.60
51980762	12/15/2017	001357	ZUMAR INDUSTRIES INC	0191981	11/20/2017	EMERGENCY EVACUATION MEE	56.98	56.98
		Voucher: 43180						
<b>Sub total for BANK OF AMERICA:</b>								<b>818,706.77</b>

85 checks in this report.

Grand Total All Checks: 818,706.77

FINAL CHECK LISTING  
CITY OF UNIVERSITY PLACE

Check Date: 12/29/2017

Check Range: 51980763 - 51980814

Wire Transfer: 295894, 22146322

Claims Approval

I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein, that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, and that the claim is a just, due and unpaid obligation against the City of University Place, and that I am authorized to authenticate and certify to said claim.

I also certify that the following list of checks were issued to replace previously issued checks that have not been presented to the bank for payment. The original check was voided and a replacement check issued.

Vendor Name

Replacement Check #

Original Check #

Auditing Officer: (Signature on file.)

Date: \_\_\_\_\_

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Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total	
295894	12/29/2017	021638	PACIFICSOURCE ADMIN, INC.	0000295894	12/20/2017	DEC17/ADMN FEES	80.00	80.00
		Voucher: 43214						
22146322	12/12/2017	002072	WA STATE DEPT OF REVENUE	NOV17	12/11/2017	NOV17/B&O TAX/SWM FEES	16,049.95	16,049.95
		Voucher: 43230						
51980763	12/29/2017	025715	ABM JANITORIAL SERVICES	11780884	12/1/2017	DEC17/JANITORIAL SERVICE	3,911.00	
		Voucher: 43181		11794829	11/30/2017	3RD FL VACANCY CLEANING	290.87	4,201.87
51980764	12/29/2017	002994	ARTCO CRAFTS & FRAME SHOP	332900	11/30/2017	CRAFT SUPPLIES/TREE LIGHTIN	608.17	608.17
		Voucher: 43182						
51980765	12/29/2017	023411	AUTOZONE, INC.	1164060004	12/13/2017	LONG LIFE MINI/RAV4/ENGINEEF	6.09	6.09
		Voucher: 43183						
51980766	12/29/2017	022104	BENNETT, ROBERT	REIMB	12/13/2017	REIMB/POSTAGE/PRINTING/COF	114.31	114.31
		Voucher: 43184						
51980767	12/29/2017	001182	BIG JOHN'S TROPHIES	137266	11/30/2017	ANNUAL AWARDS/EMPLOYEE OI	191.57	191.57
		Voucher: 43185						
51980768	12/29/2017	026141	BLACK HILLS, INC	REFUND	12/14/2017	REFUND/PERMIT CANCELLED/M	69.10	69.10
		Voucher: 43186						
51980769	12/29/2017	021643	BLAISDELL, LESLIE	REFUND	12/15/2017	REFUND/COFFEE POT/FINANCE	77.41	77.41
		Voucher: 43187						
51980770	12/29/2017	001187	BUNCE RENTAL, INC.	212173-1	12/12/2017	STUMP GRINDER/RENTAL	269.52	269.52
		Voucher: 43188						
51980771	12/29/2017	025573	CANON FINANCIAL SERVICES	18095919	12/13/2017	DEC17/COPIER LEASE/IRC55351	153.24	
		Voucher: 43189		18095918	12/13/2017	DEC17/COPIER LEASE/IRC5255	313.10	
				18095920	12/13/2017	DEC17/COPIER LEASE/IR4551	153.44	619.78
51980772	12/29/2017	003155	CDW.GOVERNMENT, INC.	LBQ8036	12/7/2017	CISCO MERAKI MX84 CLOUD/CI	2,853.83	
		Voucher: 43190		KZZ3171	12/5/2017	APC PDU AP9567~	189.84	3,043.67
51980773	12/29/2017	001152	CENTURYLINK	253-566-9558	12/14/2017	PW PUMP CALLOUT LINE	44.81	44.81
		Voucher: 43191						

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Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
51980775	12/29/2017	001024 CITY OF TACOMA	100358203	12/12/2017	POWER/7150 CIRQUE DR W	1,019.03	
	Voucher:	43192	100077160	12/13/2017	POWER/5202 67TH AVE W	392.64	
			100673072	12/11/2017	WATER/8300 40TH ST W	368.02	
			100664580	12/8/2017	WATER/6000 GRANDVIEW DR W	363.48	
			100664578	12/8/2017	WATER/5300 GRANDVIEW DR W	362.78	
			100081728	12/11/2017	POWER/6701 BP WAY W	300.44	
			100775637	12/12/2017	POWER/7001 CIRQUE DR W	285.39	
			100679491	12/11/2017	POWER/8002 40TH ST W	177.38	
			100324281	12/12/2017	POWER/7820 CIRQUE DR W	162.09	
			100668502	12/12/2017	WATER/7820 CIRQUE DR W	144.62	
			100963867	12/13/2017	POWER/4411 ELWOOD DR W	127.13	
			100101783	12/8/2017	POWER/5520 GRANDVIEW DR W	125.83	
			100905391	12/8/2017	POWER/9313 56TH ST W	117.47	
			100895144	12/14/2017	POWER/ 8300 CIRQUE DR W	108.29	
			101032430	12/18/2017	WATER/7935 54TH ST W	107.01	
			100890035	12/13/2017	WATER/8399 CIRQUE DR W	106.00	
			100781041	12/13/2017	WATER/4600 BECKONRIDGE DR	106.00	
			100668517	12/15/2017	WATER/4300 BP WAY W	106.00	
			100940204	12/15/2017	WATER/7299 44TH ST W	106.00	
			100094683	12/18/2017	POWER/4758 BRISTONWOOD DR	104.98	
			101006141	12/11/2017	POWER/2698 BP WAY WEST	71.40	
			100975049	12/12/2017	WATER/6800 51ST STREET CT W	66.60	
			100895151	12/15/2017	POWER/7901 CIRQUE DR W	64.22	
			100961315	12/13/2017	WATER/4399 ELWOOD DR W	63.60	
			100089560	12/12/2017	POWER/4317 GRANDVIEW DR W	52.49	
			100344745	12/12/2017	POWER/6810 CIRQUE DR W	46.77	
			100089578	12/12/2017	POWER/4116 GRANDVIEW DR W	39.37	
			101040440	12/12/2017	POWER/7699 54TH ST W	37.71	
			100089528	12/12/2017	POWER/3912 GRANDVIEW DR W	32.81	
			100057075	12/12/2017	POWER/4100 GRANDVIEW DR W	30.51	
			100089555	12/12/2017	POWER/4526 GRANDVIEW DR W	26.24	
			100089550	12/12/2017	POWER/4704 GRANDVIEW DR W	19.68	
			100089583	12/12/2017	POWER/4016 GRANDVIEW DR W	19.68	
			100077151	12/12/2017	POWER/4000 OLYMPIC BLVD W	18.07	
			100072254	12/12/2017	POWER/8417 40TH ST W	15.17	

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Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
			100072268	12/12/2017	POWER/8901 40TH ST W	15.17	
			100072286	12/12/2017	POWER/ 8501 40TH ST W	15.17	
			100077140	12/12/2017	POWER/ 2900 GRANDVIEW DR V	15.17	
			100109710	12/11/2017	POWER/8902 40TH ST W	9.84	5,350.25
51980776	12/29/2017	001140 CITY TREASURER	90795237	12/11/2017	NOV17/HYDRANT USE/BRISTON'	232.78	232.78
		Voucher: 43193					
51980777	12/29/2017	002171 CITY TREASURER	90795844	12/14/2017	FLEET MAINTENANCE/DMP TRK	985.60	985.60
		Voucher: 43194					
51980778	12/29/2017	025161 CITY TREASURER	130297	12/7/2017	DTA RECEIVERS/CITY HALL	93.90	93.90
		Voucher: 43195					
51980779	12/29/2017	024565 COMCAST	849835010113564	12/7/2017	DEC12-JAN11/INTERNET/CIVIC B	139.49	139.49
		Voucher: 43196					
51980780	12/29/2017	023782 COMPLETE OFFICE SOLUTIONS, 1624732-0		12/6/2017	PAPER	8.75	8.75
		Voucher: 43197					
51980781	12/29/2017	002066 CONSOLIDATED ELECTR.DIST.C(8541-450178		12/11/2017	DISTRIBUTOR KIT	633.52	
		Voucher: 43198	8541-444746	9/12/2017	LAMP	78.68	
			8541-450265	12/12/2017	8OOMA LAMP	57.97	
			8541-444534	9/12/2017	ROUND PVC PULL BOX	22.27	792.44
51980782	12/29/2017	024347 COPIERS NORTHWEST, INC.	INV1677994	12/15/2017	NOV14-DEC13/OVERAGE CHARC	90.34	
		Voucher: 43199	INV1675651	12/12/2017	DEC11-JAN10/CONTRACT LEASE	32.45	
			INV1675652	12/12/2017	NOV11-DEC10/OVERAGE CHARC	9.28	132.07
51980783	12/29/2017	001737 DON SMALL & SONS OIL DIST CC119124		11/30/2017	BULK FUEL/PW SHOP	1,947.23	1,947.23
		Voucher: 43200					
51980784	12/29/2017	026143 DYRLAND PRODUCTIONS	136	10/5/2017	DRONE SHOOT	913.85	913.85
		Voucher: 43201					
51980785	12/29/2017	022076 EXELTECH CONSULTING INC	1735-01	12/11/2017	1735 LOAD RATING/BRIDGES	29,959.50	29,959.50
		Voucher: 43202					
51980786	12/29/2017	001071 FEDEX OFFICE	550600009177	11/17/2017	PASSPORT PRINTS/HOLIDAY BA	100.41	
		Voucher: 43203	550600009183	11/29/2017	COIL/NO COVER	88.98	
			550600009161	11/3/2017	PAPER LAMINATION/DEVELOPM	58.79	
			550600009174	11/16/2017	HOLIDAY BAZAAR/HOME BASED	38.87	
			550600009176	11/17/2017	REFUND/HOLIDAY BAZAAR	-38.87	248.18
51980787	12/29/2017	001212 GRAY & OSBORNE INC	1	11/13/2017	OVERLOOK STORM EVALUATIOI	2,707.31	2,707.31
		Voucher: 43204					



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Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
51980788	12/29/2017	025851 GURLEY, SUE	REIMB	12/5/2017	REIMB/CORE/2018 BROCHURES	158.24	158.24
		Voucher: 43205					
51980789	12/29/2017	025429 HARBOR GREENS UP LLC	15	11/20/2017	BOX LUNCHES/COUNCIL MTG/11	49.40	49.40
		Voucher: 43206					
51980790	12/29/2017	022801 KATE MCDERMOTT	DEC17	12/20/2017	NEWS RELEASES/RESEARCH/W	178.75	178.75
		Voucher: 43207					
51980791	12/29/2017	002873 LAKEWOOD HARDWARE & PAINT530733		12/15/2017	MISC REPAIR PARTS	103.81	103.81
		Voucher: 43208					
51980792	12/29/2017	026099 MAYES TESTING ENGINEERS INCT992872		12/15/2017	TESTING & INSPECTION/S. 56TH	300.00	300.00
		Voucher: 43209					
51980793	12/29/2017	001352 MILES RESOURCES, LLC	11	12/20/2017	BRIDGEPORT WAY W/PH 5/ROAI	57,585.62	57,585.62
		Voucher: 43210					
51980794	12/29/2017	026056 MITCHEL PLUMBING CO	17659	12/12/2017	ROOTER SERVICE/CIVIC BUILDII	846.94	846.94
		Voucher: 43211					
51980795	12/29/2017	001096 NORTHWEST CASCADE, INC.	0550510559	12/5/2017	PORT A POTTY RENTAL/SKATE F	72.00	
		Voucher: 43212	0550510558	12/5/2017	PORT A POTTY RENTAL/CURRAM	72.00	144.00
51980796	12/29/2017	001288 PACIFIC WELDING SUPPLIES, LLi04576/01497488		12/6/2017	DIAGNOSTIC CHARGE/LINCOLN	132.12	132.12
		Voucher: 43213					
51980797	12/29/2017	001109 PIERCE COUNTY BUDGET & FIN/CI-242134		12/4/2017	OCT17/TRAFFIC MAINTENANCE	5,811.44	
		Voucher: 43215	CI-242390	12/12/2017	OCT17/ROAD MAINTENANCE	849.33	6,660.77
51980798	12/29/2017	024698 PIERCE COUNTY SECURITY, INC.337840		12/5/2017	#009205/NOV17/CIRQUE BRIDGE	225.00	
		Voucher: 43216	337899	12/5/2017	#009206/NOV17/KOBAYASHI	225.00	
			337649	12/5/2017	#010740/NOV17/PARADISE PONC	225.00	675.00
51980799	12/29/2017	001854 R W SCOTT CONSTRUCTION CO 10		12/14/2017	MILDRED/67TH ROADWAY IMPRO	90,428.59	90,428.59
		Voucher: 43217					
51980800	12/29/2017	025843 REED TRUCKING & EXCAVATING 1		12/20/2017	MORRISON ROAD W/CDBG	169,638.18	169,638.18
		Voucher: 43218					
51980801	12/29/2017	026119 RES GROUP NW LLC	14460	12/16/2017	NOV21-DEC16/27TH ST W/BP W\	163.50	163.50
		Voucher: 43219					
51980802	12/29/2017	024207 SEA-TAC LIGHTING & CONTRLS,126065		12/14/2017	POLE BASES/DARK GREEN	6,780.83	6,780.83
		Voucher: 43220					
51980803	12/29/2017	025815 SIGNATURE LANDSCAPE SERVICRC000037335		12/1/2017	DEC17/LANDSCAPE MAINT/CUS'	11,439.82	11,439.82
		Voucher: 43221					
51980804	12/29/2017	024457 SONSRAY MACHINERY LLC	W03842-08	12/12/2017	BACKHOE REPAIRS	1,408.47	1,408.47
		Voucher: 43222					

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Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
51980805	12/29/2017	002613	SUPERIOR LINEN SERVICE,INC. 73057	12/13/2017	OFFICE MAT RENTAL/PW SHOP	89.40	89.40
		Voucher: 43223					
51980806	12/29/2017	002823	THOMPSON ELECTRICAL CONST1217-1181CV	12/14/2017	NOV17/STREET LIGHT REPAIRS	2,586.35	
		Voucher: 43224	1217-1159CV	12/14/2017	EMERGENCY PUMP REPAIR	835.24	
			1117-1245CV/COF	11/29/2017	BUCKET TRUCK/NOT ON PREVIK	192.32	3,613.91
51980807	12/29/2017	001636	THOMSON REUTERS - WEST 837264640	12/1/2017	NOV17/WEST INFORMATION CH,	810.91	810.91
		Voucher: 43225					
51980808	12/29/2017	001326	TUCCI & SONS INC 11	12/21/2017	27TH ST/TIB IMPROVEMENTS	10,118.55	10,118.55
		Voucher: 43226					
51980809	12/29/2017	025376	UNIVERSAL FIELD SERVICES, IN400017	11/30/2017	NOV17/BP WAY PH4A/ROW & AC	1,057.56	1,057.56
		Voucher: 43227					
51980810	12/29/2017	025399	VASSEY NURSERY, LLC 111917	11/19/2017	2 CHRISTMAS BASKETS	184.63	184.63
		Voucher: 43228					
51980811	12/29/2017	001153	VERIZON WIRELESS,LLC. 9797308338	12/1/2017	CELL PHONE/CITYWIDE	1,449.58	1,449.58
		Voucher: 43229					
51980812	12/29/2017	024399	WELLS FARGO FINANCIAL LEAS15004399429	12/19/2017	DEC19-JAN18/LEASE FOR LEXM.	95.44	95.44
		Voucher: 43231					
51980813	12/29/2017	024194	WEST SOUND WORKFORCE,INC.35197	12/4/2017	SHANE CONLEY/WW 12-3	1,357.00	
		Voucher: 43232	35245	12/11/2017	SHANE CONLEY/WW 12-10	1,062.00	2,419.00
51980814	12/29/2017	023675	ZEE MEDICAL INC. 68348123	12/11/2017	SHARPSSENTINEL/SHARPS CON	150.19	150.19
		Voucher: 43233					
<b>Sub total for BANK OF AMERICA:</b>							<b>435,570.81</b>

53 checks in this report.

Grand Total All Checks: 435,570.81

**Business of the City Council  
City of University Place, WA**

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**Proposed Council Action:**

Authorize the City Manager to approve payment of \$49,671.94 for the Eden Systems/Tyler Technologies invoice for financial systems software maintenance and support covering January 1, 2018 through December 31, 2018.

**Agenda No:** 13B

**Dept. Origin:** Communications/Information Technology

**For Agenda of:** January 2, 2018

**Exhibits:** Invoice

**Concurred by Mayor:** \_\_\_\_\_

**Approved by City Manager:** \_\_\_\_\_

**Approved as to form by City Atty.:** \_\_\_\_\_

**Approved by Finance Director:** \_\_\_\_\_

**Approved by Department Head:** \_\_\_\_\_

Expenditure Required: \$49,671.94	Amount Budgeted: \$52,250.00	Appropriation Required: \$0.00
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**SUMMARY / POLICY ISSUES**

The City has been invoiced by Eden Systems/Tyler Technologies for maintenance and technical support for the City's financial systems covering the period of January 1, 2018 through December 31, 2018, shown in the attached invoice, the total of which is \$49,671.94. Funds are identified within the IT 2018 budget. The maintenance agreement is necessary to insure the integrity of the system and ongoing business processes of the City.

**ALTERNATIVE CONSIDERED**

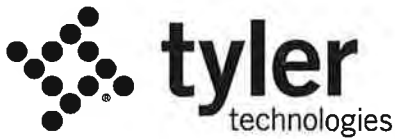
N/A

**BOARD OR COMMITTEE RECOMMENDATION**

N/A

**RECOMMENDATION / MOTION**

**MOVE TO:** Authorize the City Manager to approve payment of \$49,671.94 for the Eden Systems/Tyler Technologies invoice for financial systems software maintenance and support covering January 1, 2018 through December 31, 2018.



**Remittance:**  
 Tyler Technologies, Inc.  
 (FEIN 75-2303920)  
 P.O. Box 203556  
 Dallas, TX 75320-3556

NOV 27 2017

# Invoice

<b>Invoice No</b>	<b>Date</b>	<b>Page</b>
045-207065	12/01/2017	1 of 1

**Empowering people who serve the public®**

**Questions:**

APPROVED BY \_\_\_\_\_

Tyler Technologies - ERP & Schools  
 Phone: 1-800-772-2260 Press 2, then 1  
 Fax: 1-866-673-3274  
 Email: ar@tylertech.com



PO NUMBER (OR ACCT # IF NO PO REQUIRED) \_\_\_\_\_

Bill To: City of University Place  
 3715 Bridgeport Way West  
 University Place, WA 98466-0000  
 CLOSE PO  YES  NO

Ship To: City of University Place  
 3715 Bridgeport Way West  
 University Place, WA 98466-0000

<b>Customer No.</b>	<b>Ord No</b>	<b>PO Number</b>	<b>Currency</b>	<b>Terms</b>	<b>Due Date</b>
5326	97905		USD	NET30	12/31/2017

Date	Description	Units	Rate	Extended Price
	Support Plus	1	7,750.00	7,750.00
Contract No.: UNIVERSITY PLACE, CITY OF				
	Accounts Receivable Support	1	2,199.59	2,199.59
Maintenance: Start: 01/Jan/2018, End: 31/Dec/2018				
	Budget Preparation Support	1	3,640.66	3,640.66
Maintenance: Start: 01/Jan/2018, End: 31/Dec/2018				
	Data Dictionaries Support	1	91.01	91.01
Maintenance: Start: 01/Jan/2018, End: 31/Dec/2018				
	GL/AP Support	1	10,618.61	10,618.61
Maintenance: Start: 01/Jan/2018, End: 31/Dec/2018				
	Payroll Support	1	9,101.68	9,101.68
Maintenance: Start: 01/Jan/2018, End: 31/Dec/2018				
	Position Budgeting Support	1	1,516.93	1,516.93
Maintenance: Start: 01/Jan/2018, End: 31/Dec/2018				
	Project Accounting Support	1	2,572.74	2,572.74
Maintenance: Start: 01/Jan/2018, End: 31/Dec/2018				
	Purchasing Support	1	1,820.33	1,820.33
Maintenance: Start: 01/Jan/2018, End: 31/Dec/2018				
	Requisitions Support	1	1,213.54	1,213.54
Maintenance: Start: 01/Jan/2018, End: 31/Dec/2018				
	Human Resources Support	1	718.07	718.07
Maintenance: Start: 01/Jan/2018, End: 31/Dec/2018				
	Human Resources Support Web	1	410.32	410.32
Maintenance: Start: 01/Jan/2018, End: 31/Dec/2018				
	Tyler Cashiering Support	1	4,172.76	4,172.76
Maintenance: Start: 01/Jan/2018, End: 31/Dec/2018				

**\*\*ATTENTION\*\***  
**Order your checks and forms from Tyler Business Forms at 877-749-2090 or tylerbusinessforms.com to guarantee 100% compliance with your software.**

<b>Subtotal</b>	45,826.24
<b>Sales Tax</b>	3,845.70
<b>Invoice Total</b>	49,671.94

# COUNCIL CONSIDERATION

**Business of the City Council  
City of University Place, WA**

**Proposed Council Action:**

Pass an ordinance updating Chapter 19.75 UPMC relating to Sign Codes.

**Agenda No:** 14  
**Dept. Origin:** Planning & Development Services  
**For Agenda of:** January 2, 2018  
**Exhibits:** Proposed Ordinance/Exhibit A

**Concurred by Mayor:** \_\_\_\_\_  
**Approved by City Manager:** \_\_\_\_\_  
**Approved as to form by City Atty.:** \_\_\_\_\_  
**Approved by Finance Director:** \_\_\_\_\_  
**Approved by Department Head:** \_\_\_\_\_

Expenditure Required: \$0.00	Amount Budgeted: \$0.00	Appropriation Required: \$0.00
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**SUMMARY / POLICY ISSUES**

On February 3, 2014 the City Council adopted Resolution 743 requesting that the Planning Commission review nine specific provisions in the Sign Code. These include the purpose statement, applicability, real-estate and residential open house signs, off-premise signs for abutting properties, window signs, neon signs in the Town Center Overlay Zone, banners, changing message signs, and billboards. Council direction was provided related to each of the provisions.

In the interim the U.S. Supreme Court issued a 2015 decision in the case of *Reed v the Town of Gilbert, Arizona* that finds sign codes based on sign content violated the First Amendment to the US Constitution. Subsequent lower court decisions have ruled that Reed applies to non-commercial speech as opposed to commercial speech. In addition to sign code amendments identified in Resolution 743, the sign code has been amended to differentiate between commercial and non-commercial speech and to eliminate content-based regulation of non-commercial signs.

Due to a process oversight, the City is required to await the expirations of required comments for SEPA review and State Agency review prior to ordinance adoption. Therefore, the proposed ordinance and Exhibit A, the Proposed Amendments, are marked as draft.

**ALTERNATIVES CONSIDERED**

Initially the City chose to hold off on amending the sign code to comply with the *U.S. Supreme Court Decision in Reed v Town of Gilbert, Arizona* to determine what the ramifications of the Reed Decision would be. Once the consequences became clear, the City chose to apply the decision only to the regulations covering non-commercial signs.

**BOARD OR COMMITTEE RECOMMENDATION**

The Planning Commission held 10 public meetings including a public hearing before forwarding a first recommendation to the City Council on August 3, 2016. Subsequently, in 2017 the Planning Commission discussed sign code compliance with Reed and Electronic Message Centers during five public meetings before making a second recommendation to the City Council on November 15, 2017.

**RECOMMENDATION / MOTION**

**MOVE TO:** Pass an ordinance updating Chapter 19.75 UPMC relating to Sign Codes.

ORDINANCE NO. \_\_\_\_\_

**AN ORDINANCE OF THE CITY OF UNIVERSITY PLACE, WASHINGTON, UPDATING  
CHAPTER 19.75 UPMC RELATING TO SIGN CODES**

WHEREAS, in enacting the Growth Management Act (Chapter 36.70A RCW, hereafter GMA) the Legislature found that "uncoordinated and unplanned growth, together with a lack of common goals expressing the public's interest in the conservation and the wise use of our lands, pose a threat to the environment, sustainable economic development, and the health, safety, and high quality of life enjoyed by residents of this state"; and

WHEREAS, the GMA requires that local governments meeting certain criteria, including the City of University Place, adopt development regulations to guide development subject to state regulations, multi-county and countywide planning policies, and comprehensive plan goals and policies; and

WHEREAS, the City Council established and appointed the Planning Commission to advise the City Council on the following topics: growth management; general land use and transportation planning; long range capital improvement plans; and other matters as directed by the City Council; and

WHEREAS, the Planning Commission is charged with holding hearings on and preparing development regulations for the City and making recommendations to the City Council on amendments to these regulations; and

WHEREAS, on February 3, 2014 the City Council adopted Resolution 743 requesting that the Planning Commission review nine specific provisions in the Sign Code including the purpose, applicability, real-estate and residential open house signs, off-premise signs for abutting properties, window signs, neon signs in the Town Center Overlay Zone, banners, changing message signs, and billboards; and

WHEREAS, in 2015 the Planning Commission held 10 public meeting to discuss amendments to the sign code in accordance with the City Council's direction provided in Resolution 743; and

WHEREAS, the City published a *Notice of Public Hearing* in the Tacoma News Tribune on July 30, 2016 regarding an August 3, 2016 Planning Commission public hearing to be held on the draft code amendments; and

WHEREAS, the Planning Commission conducted a public hearing on August 3, 2016 to consider written and oral public comments on the draft amendments, and voted to recommend to the City Council approval of the draft amendments; and

WHEREAS on December 1, 2017 the City submitted a set of draft amendments to the Department of Commerce to initiate an expedited 14 day state agency review period and received no comments; and

WHEREAS, the City issued a *SEPA Determination of Non-significance* on December 1, 2017 with a 14-day comment period ending on December 14, with no comments received; and

WHEREAS, the City Council conducted a public review of the recommended amendments at meetings held on September 5, 2016, May 1, 2017, June 5, 2017 and November 20, 2017; and

WHEREAS, the City Council finds the proposed amendments are in the best interest of the citizens and property owners of the City as the amended regulations will meet the purposes of the sign code and in a manner consistent with the community Vision; and

WHEREAS, the City Council finds the proposed amendments enhance the public health, safety, comfort, convenience or general welfare by regulating signs that will more effectively implement Comprehensive Plan objectives and directives supported by the community; and



WHEREAS, during the pendency of this process, the United States Supreme Court issued an opinion in Reed v. Town of Gilbert (Az), 567 U.S. \_\_\_ 2015 and the City of University Place desires to incorporate the holding of that case into these sign code revisions;

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF UNIVERSITY PLACE, WASHINGTON, DO ORDAIN AS FOLLOWS:**

Section 1. University Place Municipal Code Chapter 19.75 Sign Code Repealed and Replaced. The City of University Place Municipal Code Chapter 19.75 Sign Code is replaced with Exhibit "A" attached.

Section 2. Corrections by City Clerk or Code Reviser. Upon approval of the city attorney, the city clerk or the code reviser are authorized to make necessary corrections to this ordinance, including the correction of clerical errors; references to other local, state, or federal laws, codes, rules, or regulations; or ordinance numbering and section/subsection numbering.

Section 3. Severability. If any portion of this Ordinance or its application to any person or circumstances is held invalid, the remainder of the Ordinance or the application of the provision to other persons or circumstances shall not be affected.

Section 4. Effective Date. Ordinance shall be in full force and effect five (5) days after publication of the Ordinance Summary.

**PASSED BY THE CITY COUNCIL ON JANUARY 2, 2018.**

\_\_\_\_\_  
Mayor

**ATTEST:**

\_\_\_\_\_  
Emelita Genetia, City Clerk

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Matthew S. Kaser, City Attorney

Date of Publication: xx/xx/xx  
Effective Date: xx/xx/xx

## EXHIBIT A

### Chapter 19.75 SIGNS

Sections:

- [19.75.010](#) Purpose.
- [19.75.020](#) Scope.
- [19.75.030](#) Definitions.
- [19.75.040](#) Permits required.
- [19.75.050](#) Permit issuance.
- [19.75.060](#) Design and construction.
- [19.75.070](#) General sign requirements.
- [19.75.080](#) Specific sign requirements table.
- [19.75.090](#) Specific sign requirements.
- [19.75.100](#) Removal of sign for vacant premises.
- [19.75.110](#) Nonconforming signs.
- [19.75.120](#) Prohibited signs.
- [19.75.130](#) Enforcement.

#### **19.75.010 Purpose.**

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The purpose of this chapter is to provide for the reasonable display of signs necessary for public service or the conduct of business. The regulations enacted herein are necessary to protect the safety and welfare of the public and to maintain an attractive appearance in the community. This chapter authorizes and regulates the use of signs visible from a public right-of-way and/or adjacent property to:

- A. Balance multiple goals including promoting economic development and creating an attractive community;
- B. Provide minimum standards to safeguard life, health, property and the general welfare by regulating and controlling the design, quality of materials, construction, location, electrification and maintenance of all signs and sign structures;
- C. Ensure that signs are compatible with adjacent land uses;
- D. Protect the public from hazardous conditions resulting from signs that are structurally unsafe, obscure vision of motorists, distract motorists, or interfere with traffic signs and signals;
- E. Minimize overhead clutter for drivers and pedestrians;
- F. Provide for types and sizes of signs appropriate to the land uses and zoning districts of the City;
- G. Encourage well-designed signs that are compatible both with surrounding land uses and the buildings to which they are appurtenant;

- H. Provide the public with reasonable means to help them easily and safely locate businesses and other locations in University Place;
- I. Recognize free speech rights by regulating signs in a content-neutral manner;
- J. Implement the goals and policies of the City of University Place Comprehensive Plan; and
- K. Protect property values by encouraging signs that are appropriate in both scale and design to surrounding buildings and landscape and by discouraging a needless proliferation of the number of signs.

**19.75.020 Scope.**

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This chapter may be referred to as the sign code. This chapter applies to all signs in the City. This chapter regulates the type, size, location and number of signs. This chapter shall be administered by the Director.

**19.75.030 Definitions.**

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A. General Definitions. Words not defined herein have their common meaning. The terms described below have the following meaning within this chapter:

“Building code” means codes adopted by the City including, but not limited to, Chapter [14.05 UPMC](#).

“Building official” means the City official responsible for administration of the building code or a duly authorized deputy.

“Change of use” means a change of business, service, commodity, product or activity that is no longer operating or being offered or conducted on the site.

“Freestanding letters” means a sign comprised of individual letters, characters, or marks, whether fastened directly against a wall or erected upon a steel framework for support.

“Internal illumination” means a source of lighting concealed entirely within a sign that illuminates the sign graphics by the transmission of light through a translucent or semi-translucent material.

“Landscaping” means any material used as a decorative feature for a sign, such as shrubbery, native vegetation, grass, flowers, decorative groundcover, planting materials, planter boxes, or brick work. Landscaping does not include any material that displays advertising copy.

“Marquee” means a permanent-roofed structure attached to and supported by a building to provide protection from the weather.

“Nonstructural trim” means the molding, battens, caps, nailing strips, latticing, and cutouts attached to a sign structure.

“Periphery of Right-of-Way” means within a right-of-way but at the edge of the right-of-way so as not to interfere with vehicular and/or pedestrian traffic including maintaining sight distance. Periphery of right-of-way does not include landscape areas between a street and sidewalk, within a median or

roundabout.

“Sign owner” means any person with a legally protected interest in a sign or a sign structure including, but not limited to, a legal owner of a sign, a sign user, and the owner or lessee of property on which a sign or sign structure is located.

“Sign structure” means the supports, uprights, braces, and framework for a sign.

“Silhouette lighting” means lighting being emitted from a pan-channel sign graphic which has the open side of the channel facing the wall or sign face it is mounted to, thereby silhouetting the sign graphics. This is sometimes called “halo lighting.”

“Special event” means events regulated under Chapter [5.10 UPMC](#).

“Tenant” for the purposes of this section shall mean an occupant of a premises upon which a sign is located or in the case of an off-premises directional sign, an occupant of a premises within 650 feet of the freestanding sign on which that occupant advertises.

B. Types of Signs. The terms described below have the following meanings within this chapter:

“A-board” or “sandwich board sign” means a temporary portable sign, usually constructed of two pieces of wood, plastic or similar material attached to each other at the top edge, which stands like an “A” or is worn by a person such that one sign face is visible on either side of the sign.

“Address sign” means a sign displaying only an address.

“Awning sign” means a sign attached to an awning, canopy or other similar structure that is comprised of fabric, plastic or similar materials and is located over an entrance, a window or an outdoor service area at a place of business. An awning sign is a type of wall sign. A marquee sign is an awning sign.

“Banner” means a temporary sign usually made of cloth, nylon or plastic that is hung by rope, cable or similar materials from a building or another sign structure. Banners include feather signs.

“Billboard” means a preprinted or hand-painted changeable advertising copy sign which directs attention to businesses, commodities, services, or facilities which are not primarily sold, manufactured, or distributed from the property on which the sign is located. The term “billboard” includes both the structural framework that supports a billboard and any billboard faces attached thereto.

“Bus shelter signs” means advertising signs mounted to bus shelters in the right-of-way.

“City gateway sign” means a sign constructed and maintained by the City to welcome citizens and visitors to our community. Gateway signs are usually installed along major arterial streets leading into our community.

“Commercial Sign” means a sign erected by a business or other person engaged in the exchange of goods and services.

“Digital sign” means an electronic sign with monochrome LED (light emitting diodes) text, graphics

or symbols over a black, non-illuminated background.

“Directional sign” means a sign solely to direct pedestrian or vehicular traffic while entering, exiting, or traveling on the property where the sign is located.

“Electronic message center sign” means an electronic sign having variable message, color and/or graphic presentation capability that can be electronically programmed by computer or handheld device from a remote location. EMC’s typically use light emitting diodes (LED’s) or liquid crystal display (LCD) as a lighting source.

“Event sign” means a temporary sign advertising and/or providing direction to an event with a limited duration of time. Events include yard sales and special events.

“Feather sign” means a temporary sign made of paper, cloth, flexible plastic or fabric of any kind with only such material for backing. Feather signs are generally a sign attached to a support post. Feather signs are also known as feather flags, banner flags, bow flag, wind feather and tear drop signs.

“Flashing sign” means an illuminated sign which lights suddenly or intermittently. A strobe light used to attract attention to a business is a flashing sign.

“Freestanding sign” means a sign supported on a structure used exclusively for the support of the sign or for a group of signs, including pedestal, pylon, pole, and monument signs.

“Home occupation sign” means a sign advertising a home occupation.

“Identification sign” means a sign located in an R1, R2, MF-L, MF-H, POS, or PFO zone identifying an institutional, multi-family use or subdivision.

“Incidental sign” means a sign that is not visible either from a right-of-way or off of the property on which the sign is located. Incidental signs typically inform the public about goods, facilities, or services available on the premises including, but not limited to, restrooms, hours of operation, acceptable credit cards, property ownership or management, phone booths or recycling containers.

“Menu sign” means a sign at the entrance to a drive-through lane at a restaurant or an automobile service facility. Examples of such signs may include those signs which list menu items or services for sale at the establishment and may include those signs at car washes or automobile lubrication facilities typically display a menu sign.

“Monument sign” means a freestanding sign that is attached directly to the ground with a decorative base made of wood, masonry or other similar material. Monument signs may have posts comprised of wood, masonry, or metal so long as the posts are completely surrounded by the decorative base.

“Mural” means a large decorative image, not an advertisement, which is painted or drawn on an exterior wall of a structure.

“Nameplate” means a sign displaying only an occupant’s name or the name or address of premises.

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“Non-commercial sign” means any sign that is not a commercial sign. This definition includes signs regarding non-commercial fund raising or membership drive activities, or promoting noncommercial or nonprofit entities or groups.

“Nonconforming sign” means a sign that does not conform to the provisions of this chapter.

“Off-premises sign” means a sign advertising a business, product, activity or service that is not sold at the site where the sign is located.

“Off-premises directional sign” means a sign that contains no advertising of a commercial nature that directs pedestrian or vehicular traffic circulation to a facility, service, or business located on other premises within 650 feet of the sign.

“Painted sign” means a sign painted on a wall, fence or other structure and not lighted by internal illumination.

“Pan-channel” means a sign graphic that is constructed of a three-sided metal channel, usually having a light source contained within the channel. The open side may face inward, resulting in silhouette lighting, or it may face outward to allow full illumination. The open side of the channel may be covered with a translucent material.

“Pole sign” means a sign hung from or supported by vertical standing pipe(s), wood beam(s) or other material(s) that are affixed to the ground at one end and to the sign at the other end if the support(s) are clearly visible.

“Portable sign” means a sign not permanently attached to the ground or to another permanent structure, or a sign designed to be transported including, but not limited to, signs designed to be transported by means of wheels whether by trailer or on its own wheels even though the wheels of such sign may be removed. This definition includes A-boards, T signs, and menu or sandwich signs and mobile reader boards.

“Projecting sign” means a sign affixed at an angle or perpendicular to the wall of any building in such a manner to read at an angle or perpendicularly to the wall on which it is mounted.

“Reader board sign” means a sign with characters, letters or illustrations that can be changed or rearranged by hand without altering the face or surface of the sign.

“Real estate sign” means an on-site temporary sign directing attention to the availability for sale, lease, or rent of a particular premises.

“Residential / commercial development sign” mean a sign identifying a new subdivision or commercial project under construction.

“Residential sign” means a sign erected on a lot in a residential zone.

“Revolving sign” means a sign that revolves or partially revolves by mechanical means.

“Roof sign” means a sign erected upon or above a roof or parapet of a building or structure.

“Sign” means any device, fixture, or placard that is visible from a public right-of-way or surrounding properties and uses graphics, symbols, logos, or written copy for the purpose of advertising or identifying any establishment, product, goods, service or activity. A sign may have multiple faces and advertise multiple establishments, businesses, products, services, or activities. This definition does not include any flag of any country, State or local jurisdiction. Unless the context clearly provides to the contrary, a “sign” as used in this chapter also includes the “sign structure.”

“Sign structure” means all of the interrelated parts and materials, such as beams, poles, braces, apron, catwalk, and stringers, that are used, designed to be used, or are intended to be used to support or display a sign.

“Special displays” means displays of merchandise, animals, balloons, cars, airplanes, posters, pennants, or streamers, searchlights, flashing signs, clusters of flags, strings of twirlers or propellers, flares, and other displays of a carnival nature or other objects used to attract attention for purposes of advertising.

“Street banners – decorations” means any street banners, decorations, and/or other similar items located in the City right-of-way.

“Suspended sign” means a sign attached to and hanging from the underside of a canopy, awning, porch ceiling, or similar shelter, or hanging from the beams or structures supporting such shelters.

“Temporary sign” means any sign, banner, pennant, valance, or advertising display constructed of cloth, canvas, light fabric, cardboard, wallboard or other similar materials, with or without a frame, intended to be displayed for a limited time only. A-boards, banners, portable, special display and event signs shall be considered temporary signs.

“Temporary Commercial Use sign” means a temporary on premise sign used for the purpose of advertising or identifying a temporary use permitted in accordance with Chapter 19.35 UPMC.

“Time and temperature sign” means a digital sign displaying solely the time and temperature.

“Window” means an opening in the wall of a building for the admission of light and/or air that is usually closed by casements or sashes containing transparent materials (such as glass) and may be capable of being opened or shut and allow people to see through. For the purposes of this Chapter, a window shall include all window components of a standalone window or a window system consisting of more than one pane and window components including but not limited to casings, jambs, muntins, rails, sashes, sills and stile.

“Wall sign” means a sign erected against the wall of a building or other structure with the sign face parallel to the plane of the wall. Examples of wall signs include a marquee, a painted sign or a sign supported by a fence.

“Window sign” means a sign on a window or located inside and in such close proximity to the window

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so as to be easily and readily viewed from outside the window. Window signs include images of products or services offered. Signs visible through a window and less than 36 inches from the window are considered window signs.

“Window masking” means covering a window with a sign or otherwise making the window fully or partially opaque.

“Yard Sign” means a sign with wire or wood support post(s). Wire supports usually consist of at least two tines that can be inserted into the sign. The tines on the other end of the frame can be inserted into the ground. See Figure 2

Figure 1 Sign Types

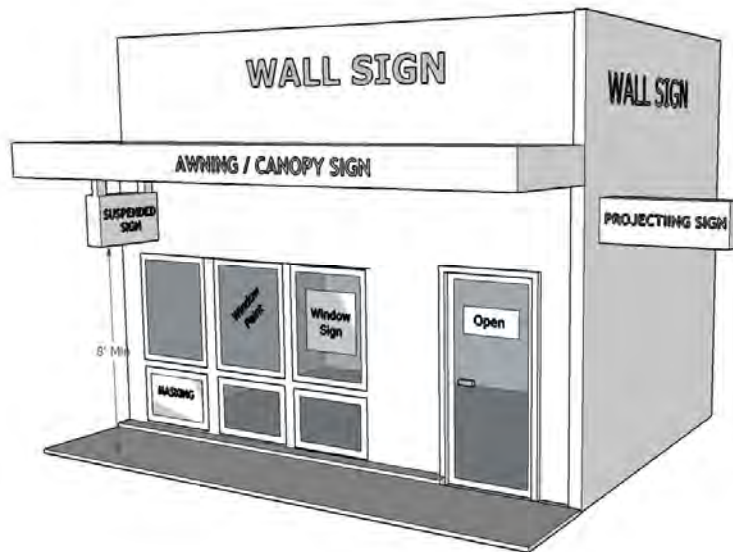
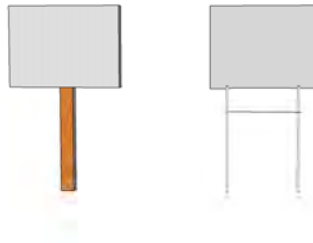


Figure 2 Yard Signs





**19.75.040 Permits required.**

A. Sign Permits. Except for those signs exempt by law, this Chapter, or not expressly covered by this Chapter, it shall be unlawful to erect or display a sign in the City without a sign permit issued by the Department. Nothing in this chapter modifies any provision of Chapter [14.05](#) UPMC, which requires a building permit to erect, modify or demolish certain signs and sign structures.

B. Temporary Sign Permits. The Director may issue temporary sign permits and attach reasonable conditions to the issuance of a permit as may be necessary to ensure timely discontinuance of the use and to ensure substantial compliance with this chapter.

C. Applications for Sign Permits. Any person submitting an application for a sign permit or a temporary sign permit shall make application on forms provided for that purpose at the Department.

D. Additional Information. The Director may require the filing of plans or other pertinent information as necessary to ensure compliance with this chapter.

E. If the application is denied, the Director must provide a list of reasons for the rejection in writing. This decision is subject to appeal to the City of University Place Hearing examiner by filing an appeal, with the City Clerk, within 10 days of the date of such decision.

**19.75.050 Permit issuance.**

A. Permit Issuance. It shall be the duty of the Director, upon the filing of an application for a permanent sign permit or a temporary sign permit, to review the application and to issue, issue with conditions, or deny the permit, or request additional information to process the application, in accordance with the provisions of this chapter. Any application that complies with all provisions of this Code must be approved.

B. Permit Fees. Required fees are set forth in the City's fee resolution as adopted or hereafter amended.

C. Temporary Signs. All temporary signs must be removed within three working days after the expiration of the permit. If the applicant fails to remove the sign in the time required, the applicant will not be eligible for another temporary sign permit for 12 months.

D. A sign permit shall be processed as a Type I permit under UPMC Title [22](#).

**19.75.060 Design and construction.**

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All signs shall be erected in accordance with the following design and construction standards and other requirements of this chapter.

A. Obstructing Signs. No sign or sign structure shall be constructed in such a manner or at such location that it will obstruct access to any fire escape or other means of ingress or egress from a building or any exit corridor, exit hallway, or exit doorway. No sign or supporting structure shall cover, wholly or partially, any window or doorway in any manner that it will substantially limit access to the building in case of fire.

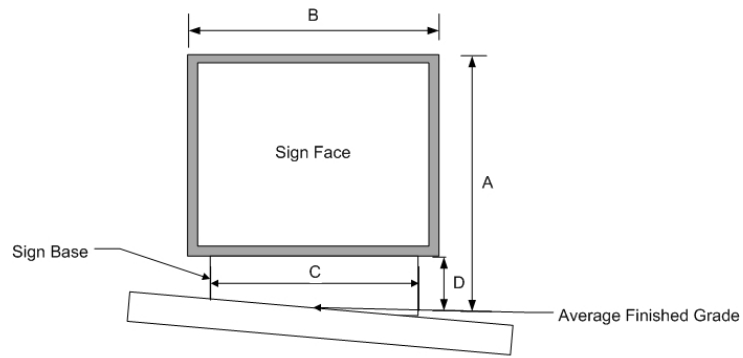
B. Visibility. No sign or sign structure shall be placed or erected in any place or manner where by reason of its position it will obstruct safe visibility for vehicular or pedestrian traffic.

C. Construction Standard for Permanent Signs. No sign shall be constructed, erected, or maintained unless the sign and sign structure is so constructed, erected, and maintained as to be able to withstand the wind, seismic and other requirements as specified in the building code. Permanent freestanding signs shall also be subject to the following design standards:

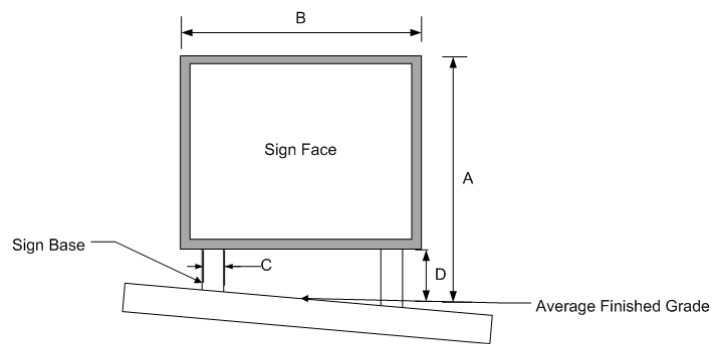
1. Structural Components. To the maximum extent possible, signs should be constructed and installed so that angle irons, guy wires, braces and other structural elements are not visible. This limitation does not apply to structural elements that are an integral part of the overall design such as decorative metal or wood.

2. Dimensional and Design Standards.

a. Pedestal, Pole or Pylon Signs. The following drawings illustrate the dimensional standards for pedestal, pole or pylon signs:

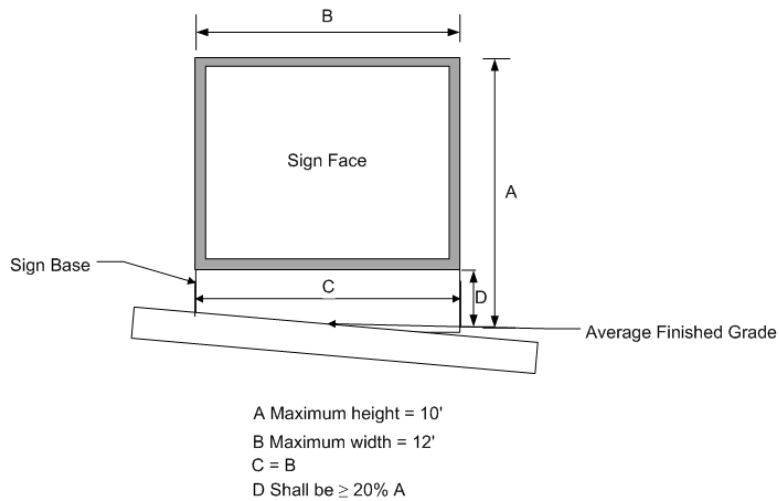


- A = Height of Sign
- C Shall be  $\geq 50\%$  A
- C Shall be  $\geq 50\%$  B
- D Shall be  $\geq 20\%$  A



- A Maximum height = 10'
- B Maximum Width = 12'
- B Shall be  $\geq 50\%$  of A
- C Shall be  $\geq 4"$
- D Shall be  $\geq 20\%$  A

b. Monument Signs. The following figures illustrate the dimensional standards for monument signs:



3. Design Criteria.

a. Sign Base. The base of the sign must be constructed of landscape materials such as brick, stucco, stonework, textured wood, tile or textured concrete or materials that are in character of the primary structures on the subject property. Materials that differ from the primary structure are subject to the Director's approval. No visible gap shall be allowed between the sign base and the finished grade or between the sign face or cabinet and the sign base except as provided in this chapter.

b. Except as provided in this chapter, all pole or pylon signs shall be supported by two or more supports.

c. Sign Face. The color, shape, material, lettering and other architectural details of the sign face must be in character of the primary structure.

D. Minor Deviations. Minor deviations from the dimensional standards for signs, except for maximum sign height, may be approved by the Director upon finding that the resulting sign does not significantly change the relative proportion of the sign base to the sign face.

E. Electric Signs. Electric signs shall be constructed and inspected in accordance with applicable electrical codes.

F. Public Right-of-Way. Signs in the public right-of-way shall be regulated by UPMC Title [13](#) and require a valid right-of-way use permit pursuant to UPMC Title [13](#). Any sign located in a public right-of-way without a valid right-of-way permit is hereby declared a public nuisance. Any unlawful sign may be removed from a public right-of-way immediately.

G. Planter Boxes – Bumper Guards – Shrubs – Plants. No planter box or bumper guard designed to protect or beautify a sign structure shall extend beyond the property line. Planter boxes shall not be more than 36 inches above average finished grade.

H. Utility Lines – Clearance. Horizontal and vertical clearance of signs or sign structures from utility lines shall be determined by the appropriate service provider.

**19.75.070 General sign requirements.**

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The size and placement of signs are regulated to maintain a safe and attractive community and to facilitate attention to their messages. The following standards are intended to aid the sign user, sign maker and the Department in determining the maximum size and appropriate location of permitted signs.

A. General Sign Requirements.

1. Area of Signs.

- a. The area of a sign means the area within a continuous perimeter enclosing the outer limits of the sign face, but not including structural elements which are not a part of the display.
- b. When two identical sign faces are placed back to back, the sign area shall be computed by the measurement of one of the sign faces. No more than two faces are permitted per freestanding sign. The area of a spherical, cubical or polyhedral sign equals one-half the total surface area.

2. Area of Freestanding Letters. Freestanding letters and/or characters forming a sign or message shall be considered to occupy two-thirds of the combined overall background area.

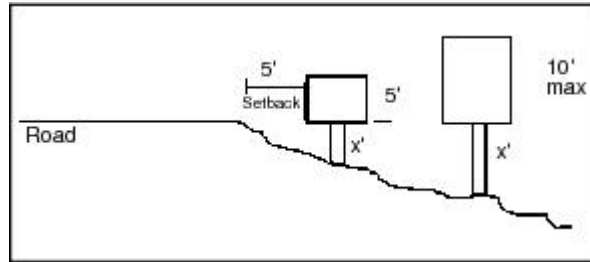
3. Height of Signs. Maximum height of all freestanding signs or any part of the freestanding sign structure shall be 10 feet above average finished grade. Sign height shall be measured from the average finished grade at the sign foundation. The average finished grade for signs on grades lower than the adjacent right-of-way shall be considered the same as the average grade of the adjacent right-of-way. See the diagram following subsection (A)(7) of this section for grade exceptions.

4. Width of Signs. The maximum width of a freestanding sign structure shall be 12 feet. Sign width shall be measured on the face side of the sign from one side of the face or any part of the sign structure to the farthest point on the opposite side of the face or part of the sign structure.

5. Setbacks for Signs. All signs are permitted a zero-foot setback, except as provided in this chapter, provided the owner demonstrates to the City by reasonable evidence that the sign will not obstruct the clear sight zone as specified in UPMC Title [13](#).

6. Illumination. External sign illumination shall be directed only towards the sign face or freestanding letters and shall be shielded in ways to prevent light and glare on adjacent properties.

7. Grade Exception. When the elevation at the base of a freestanding sign is at least five feet below the elevation of the adjacent road, a single pole may be used to support the sign provided the portion of the sign above the elevation of the adjacent roadway has the appearance of a monument sign. See figure below.



8. Maintenance of Signs. All signs shall be maintained in a safe condition and in good repair. Any sign that is damaged shall be restored to a safe condition immediately. Failure to maintain a sign in a safe condition and in good repair shall be grounds for revocation of a sign permit.

9. Establishment of Property Lines. It shall be the responsibility of the property owner or an authorized representative to establish and clearly mark out any property line from which a sign setback measurement shall be taken. In the event of a dispute or discrepancy the Director may order an independent survey to ensure compliance with this chapter. The survey cost shall be charged to the sign applicant.

**19.75.080 Specific sign requirements table.**

The following requirements apply to specific sign types. The Director may prescribe reduced area and height, more controlled illumination and greater setback as a condition of any special use permit approval.

**Residential (R1, R2, MF-L, MF-H), POS and PF Overlay<sup>2</sup>**

Type of Sign	Permit Required	Area (Sq. ft.)	Height (Feet)	Setback <sup>1</sup>	Number of Signs	Requirements <sup>3</sup>
Address	No	3	10	0	2	Numbers and letters ≤ 10" high
Banners	Temporary	24		0	1	For non-residential uses only
Directional	No	6	3	0		One per entrance
Event <sup>3</sup>	No	6	10		6	1 on premises and 5 at periphery of right-of-ways
Home Occupation	No	2	10		1	May be freestanding, placed on the primary structure or in a window
Identification	Permanent	36	10	0	1-3	1 per entrance or 2 at main entrance
Incidental	No	2				
Nameplates	No	6		0		
Non-Government Flags	No	20	30	5	1	Government flags are exempt
Official Legal Notices	No			0		Notices issued and posted by public agency or court
Real Estate	No	12	6		1 per tax lot	Non-illuminated; removed within 7 days after sale, lease or rental of property
Residential sign	No	6	5		1 per lot	Non-illuminated if freestanding
Residential / Commercial Development Sign	Temporary	32	10	0	1 per street front	Parcel must be > .5 acres See UPMC 19.75.090(D)
Residential Open House A-Boards	No	6	5	0	1 on premises and 5 at periphery of right-of-ways	Permitted during daylight hours only; a realtor, seller or agent must be on the property
Plaques, Tablets, or Inscriptions	No	3	3	0		
Temporary non-commercial <sup>2</sup>	No	4	3			At periphery of right-of-way

**Notes**

1. The sign owner must provide proof that the sign will not adversely impact the clear-view triangle as specified in UPMC Title 13.
2. Additional requirements are listed in UPMC 19.75.090, Specific sign requirements.
- 3 See UPMC 19.35 Temporary Uses and UPMC 5.10 Special Events for additional requirements.



## Commercial Zones (TC, NC, MU, MU-O, MU-M, CC, LI-BP)

Type of Sign	Permit Required	Area (Sq. ft.)	Height (Feet)	Setback <sup>1</sup>	Number of Signs	Requirements <sup>2</sup>
A-Board	Temporary	12		5-20	1 per 50' of frontage	5' setback from right-of-way; 20' from intersections See UPMC19.75.090(C)
Address	No			0		Numbers and letters ≤ 10" high
Awning	Permanent	≤ 15% of facade				
Banners	Temporary	24		0	2	See UPMC19.75.090(C)
Billboards	Prohibited					
Digital	Permanent				0	See UPMC 19.75.090(A)
Directional	No	6	3	0		1 per entrance or exit
Electronic Message Center <sup>2</sup>	Permanent	See free standing signs	10	0	1	Must be set back at least 100' from center of any controlled intersection
Event <sup>3</sup>	No	6	10		6	1 on premises and 5 at periphery of right-of-way
Feather	Temporary	24	10	0	1	See UPMC 19.75.090(C)
Flags	No	20	30	5	1	Government flags are exempt
Freestanding Single Tenant	Permanent	32	10	0	1-3	1 abutting street of highest classification; if > 300' street frontage, a second sign placed at least 100' from first sign is permitted; an additional sign is permitted on a secondary street
Freestanding Two to Five Tenants	Permanent	40	10	0	1-3	1 abutting street of highest classification; if > 300' street frontage, a second sign placed at least 100' from first sign is permitted; an additional sign is permitted on a secondary street

Type of Sign	Permit Required	Area (Sq. ft.)	Height (Feet)	Setback <sup>1</sup>	Number of Signs	Requirements <sup>2</sup>
Freestanding Six or More Tenants	Permanent	50	10	0	1-3	1 abutting street of highest classification; if > 300' street frontage, a second sign placed at least 100' from first sign is permitted; an additional sign is permitted on a secondary street
Off-premises directional sign	Permanent	See Req.	10	0	1	Allowed only for establishments without arterial frontage See Freestanding Signs for maximum size (area)
Plaques, Tablets, or Inscriptions	No	3	10	0	1	
Incidental	No	2				
Murals	No					Provided the mural does not meet the definition of a sign
Nameplates	No	3		0		
Official Legal Notices	No			0		Notices issued and posted by a government agency or court
Projecting	Permanent	20	Height of building	0	1	In lieu of freestanding sign. May project up to 5' from building wall. No closer than 2' from curb; minimum clearance ≥ 10'
Promotional	Temporary			5-20	No Limit	Setback 5' from property lines, 20' from intersections. Allowed for up to 5 days
Real Estate	No	12	6		1 per tax lot	Non-illuminated
Residential / Commercial Development Sign	Temporary	32	10	0	1 per street front	Parcel must be > .5 acres See UPMC 19.75.090
Residential Open House A-Boards	No	6	10	0	1 per street frontage; five off-premises	Permitted during daylight hours only; a realtor, seller or agent must be on the property
Roof	Permanent	≤ 15% of facade	See Req.	0		See UPMC 19.75.090(H)
Suspended Sign	Permanent	7	Min 8 Clear	2	1 per business	12" maximum height
Temporary	Temporary			0-5	3 per premises	See UPMC 19.75.090(C)
Temporary Use	Temporary	12			1 A-board	On premise display for period of temporary use only
		24			1 Banner	

Type of Sign	Permit Required	Area (Sq. ft.)	Height (Feet)	Setback <sup>1</sup>	Number of Signs	Requirements <sup>2</sup>
Wall	Permanent	≤ 15% of facade				18" maximum thickness Area is maximum for all signs on a façade combined
Window	Temporary	20% of Window		0		See UPMC 19.75.090
Window Masking	Permanent			0		See UPMC 19.75.090

1 The sign owner must provide proof that the sign will not adversely impact the clear-view triangle as specified in UPMC Title 13.

2 Additional requirements are listed in UPMC 19.75.090, Specific sign requirements.

3 See UPMC 19.35 Temporary Uses and UPMC 5.10 Special Events for additional requirements.

4. Exemption from the sign permit provisions of this chapter shall not be deemed to grant authorization for any sign constructed, erected or located in any manner in violation of the provisions of this chapter or any other laws or ordinances of the City or the State of Washington, including the prohibition against placing signs upon City right-of-way.

**19.75.90 Specific sign requirements.**

**A. Digital Signs.**

The purpose of this section is to regulate how digital signage technology might be applied to sign types otherwise permitted by this chapter. It is not intended to allow more signs or larger signs than otherwise permitted by this chapter.

1. One digital sign is allowed per one hundred (100) feet of street frontage in non-residential zones.

2. Maximum luminance of not more than 0.2 foot-candles between off and solid-message at night shall be measured in accordance with (A)(3). All permitted digital signs shall be equipped with a sensor or other device that automatically determines ambient illumination and is programmed to automatically dim according to ambient light conditions.

3. Electronic Message Center (EMC) Illumination Measurement Criteria: The illuminance of an EMC shall be measured with an illuminance meter set to measure footcandles accurate to at least two decimals. Illuminance shall be measured with the EMC off, and again with the EMC displaying a white image for a full color-capable EMC, or a solid message for a single-color EMC. All measurements shall be taken as close as practical to a perpendicular plane of the sign at the distance determined by the total square footage of the EMC as set forth in the Sign Area of a Sign versus Measurement Distance table below.

SIGN AREA VERSUS MEASUREMENT DISTANCE	
AREA OF SIGN sq. ft.	MEASUREMENT (ft.)

10	32
15	39
20	45
25	50
30	55
35	59
40	63
45	67
50	71

*\* For signs with an area in square feet other than those specifically listed in the table (i.e., 12 sq ft, 400 sq ft, etc), the measurement distance may be calculated with the following formula:  
Measurement Distance = Area of Sign Sq. Ft. x 100*

4. No motion allowed except for instantaneous change of message.
  5. Minimum hold between messages: eight (8) seconds plus 1.5 second transition fade.
  6. Programming. To ensure that digital signs are programmed and continue to operate according to local standards, digital signs shall be designed for local on-site control and programming only.
- B. Electronic Message Center (EMC) Signs. The purpose of this section is to regulate how EMC signage might be applied to free standing signs permitted by this chapter. It is not intended to allow more signs or larger signs than otherwise permitted by this chapter.
1. Where allowed. Electronic Message Center (EMC) Signs are only allowed in the Community Commercial and Neighborhood Commercial Zones
  2. Maximum Luminance of not more than 0.2 foot-candles between off and solid-message at night shall be measured in accordance with (B)(3). All EMC's shall be equipped with a sensor or other device that automatically determines ambient illumination and is programmed to automatically dim according to ambient light conditions.
  3. Electronic Message Center (EMC) Illumination Measurement Criteria: The illuminance of an EMC shall be measured with an illuminance meter set to measure footcandles accurate to at least two decimals. Illuminance shall be measured with the EMC off, and again with the EMC displaying a white image for a full color-capable EMC, or a solid message for a single-color EMC. All measurements shall be taken as close as practical to a perpendicular plane of the

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sign at the distance determined by the total square footage of the EMC as set forth in the Sign Area of a Sign versus Measurement Distance table (UPMC 19.75.090(A)(3)).

4. Motion limits: No motion except for a fade in of the next message with the fade transition being no more nor less than 1.5 seconds. Fade transition is required rather than instantaneous message changes to avoid sudden or startling flashes of light.
5. Minimum hold between messages: eight (8) seconds, plus 1.5 second transition fade.
6. Programming. To ensure that EMC signs are programmed and continue to operate according to local standards, EMC signs shall be programmed on-site only. Remote programming in an off-site location is prohibited.
7. Existing EMC signs legally established prior to the effective date of this ordinance that are nonconforming to the preceding operational standards, shall be made compliant within ninety (90) days of written notice to the owner of legally established EMC signs.

### C. Temporary Commercial Signs

1. Three signs per tenant may be displayed for the duration of the temporary use or event for which they are intended but not for longer than 60 days in a year.
2. Signs shall be removed at the close of each business day.
3. Signs must be removed within three working days after the expiration of the permit, or the event. Failure to remove signs will forfeit use of a temporary sign permit for a period of 12 months.
4. Signs may not be permanently attached to the ground, building, or other structure.

### D. Temporary Residential/Commercial Development Sign

1. One double-faced sign is permitted per street front.
2. No sign shall exceed 32 square feet in surface area or 10 feet in height.
3. Signs may only be erected in conjunction with an issued building or land use permit.
4. Signs must be removed when the last lot is sold in a subdivision or upon final occupancy approval of a commercial development.

### E. Temporary Non-Commercial Signs.

1. No sign permit is required to post a non-commercial temporary sign in the public right-of-way or on private property if it meets the requirements in this section and in the following table. Non-commercial temporary signs not conforming to the regulations of this section may be approved through a right-of-way permit.
2. Signs shall be placed at the periphery of the right-of-way. On roads that only have a shoulder and do not have a sidewalk, non-commercial temporary signs must be placed beyond the edge of the asphalt, and may not be placed so that any part of the sign extends over the asphalt.

3. Non-commercial temporary signs shall not be placed in a manner that negatively affects the health of trees, shrubs, or other landscaping.
4. Placement of off-premises non-commercial temporary signs on private property is subject to the landowner's authorization

F. Non Commercial Signs in Right-of-Way

<b>Sign type</b>	<b>A-Board</b>	<b>Yard Sign</b>
<b>Maximum Size</b>	6	4
<b>Maximum Height</b>	3.5'	3'
<b>Duration</b>	5 consecutive days	180 days

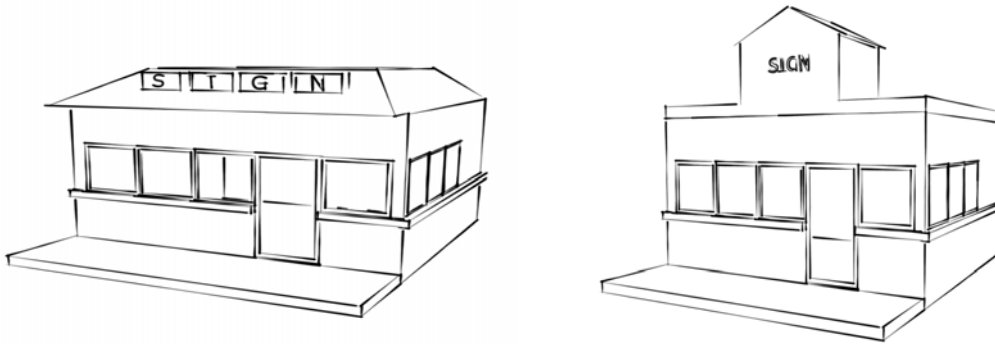
G. Awning – Canopy – Marquee.

1. Awnings shall project not less than three feet and not more than seven feet from the face of the supporting building, when over public property.
2. No portion of any awning or canopy shall extend nearer than two feet to the face of the nearest curb line.
3. Area of an awning or canopy sign is counted in maximum for all signs on a façade, including wall, window and roof signs combined.

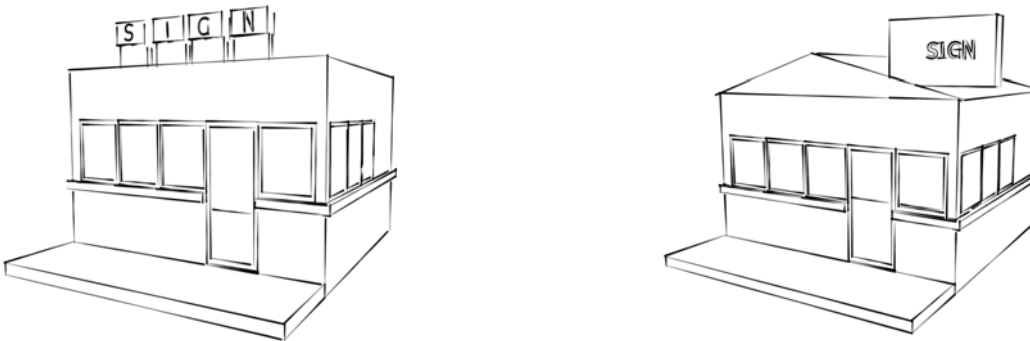
4. Roof Signs. Roof Sign shall not project above any roof line, soffit or parapet. See examples of acceptable and unacceptable roof signs below. Area of a roof sign is counted in the maximum area for all signs on a façade, including wall, window and awning signs combined.

H.

Acceptable Roof Signs.



Unacceptable Roof Signs.



I. Yard Sale Signs. Off-premises signs posted at locations away from the location(s) of the sales are subject to the following provisions:

1. The signs may be placed adjacent to the right-of-way with the property owner's permission.
2. Yard sale signs shall not be posted sooner than 5:00 p.m. on the day prior to the sale and shall be removed immediately following the end of the sale.
3. Yard sale signs must include the address where the yard sale is located and a date or dates of the sale.
4. Signs for yard sales shall not be allowed for more than four successive calendar days in a 30-day period and shall be limited to advertising not more than three yard sale events in the same calendar year at the same location.
5. A fine of \$100.00 per yard sale sign which exceeds these provisions may be levied against

the property owner where the sales are held.

J Window Sign: Window signs displayed for 7 days or less are considered temporary signs. Window signs displayed for more than 7 consecutive days are considered permanent wall signs and subject to the total maximum wall signage area.

K Window Masking

1. Window masking shall not extend more than 36" above sidewalk grade to allow visibility into and out of businesses.
2. Window masking may not exceed more than 20% of a window area above 36" and the top of the window.
3. Window Masking that includes signage is counted as part of the total maximum wall signage area.

**19.75.100 Removal of sign for vacant premises.**

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Within 30 days of a change of use, the sign face of any sign associated with the former use shall be removed or changed. If the removal or change of the sign face exposes any structural, electrical, or illumination fixtures, an opaque covering, or other material approved by the Director, shall be placed over the exposed fixtures.

**19.75.110 Nonconforming signs.**

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A. Nonconforming Signs. Upon determination that a sign is nonconforming or illegal, the Director shall use reasonable efforts to so notify in writing the sign owner and where practicable the owner of the property on which the sign is located. Notification shall include:

1. Whether the sign is conforming, nonconforming or illegal;
2. Whether the sign may be eligible for a sign permit. If the identity of the sign owner cannot be determined after reasonable inquiry, the notice may be affixed in a conspicuous place on the sign or on the business premises with which the sign is associated;
3. The reasons the sign is nonconforming or illegal;
4. A time period in which to comply with the sign code prior to the commencement of code enforcement.

B. Nonconforming signs shall either be removed or immediately brought into compliance with this chapter upon the occurrence of one or more of the following events:

1. A change of use has taken place that limits the type or size of sign allowed; or
2. A vacancy occurs for more than nine months at any property for which a sign is an accessory use.

**19.75.120 Prohibited signs.**

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## Chapter 19.75 SIGNS

Except as indicated by this chapter, the following signs or displays are prohibited:

A. Billboards.

B. Bus bench signs.

C. Obscenities. No sign shall bear or contain statements, words, or pictures in which the dominant theme of the material, taken as a whole, appeals to the prurient interest in sex or is patently offensive because it affronts the contemporary community standard relating to the description or representation of sexual material that is utterly without redeeming social value.

D. Off-premises signs except as authorized by this chapter.

E. Special Displays except as architectural features or temporary signs, as seasonal decorations or for grand opening displays or special sales events.

F. Portable signs including, but not limited to, sandwich/A-frame signs and mobile reader board signs except when permitted as provided in this chapter as temporary signs.

G. Public address systems or sound devices used in conjunction with any sign or advertising device except as part of a drive-through menu sign.

H. Signs mounted on roofs except on a parapet or when incorporated into a building providing an overall finished appearance.

I. Signs attached to or placed upon a vehicle or trailer parked in such a way as to serve as a sign on public or private property. This does not prohibit the identification of a firm or principal products on a vehicle operating during the normal course of business.

J. Signs on light or utility poles.

K. Signs which, by reason of their size, location, movement, content, coloring or manner of illumination either distract vehicular traffic or cause confusion with traffic control signs or signals, including, but not limited to, signs containing words such as "stop," "look," and "danger."

L. Three-dimensional statue, caricature or representation of persons, large inflatable balloons and other inflatable displays including characters, animals, merchandise and dirigibles, or merchandise as a sign except merchandise such as shoes or donuts may be incorporated into the sign structure.

**19.75.130 Enforcement.**

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- A. Violations. It shall be unlawful for any person, firm or corporation to erect, construct, paint, enlarge, alter, repair, move, improve, remove, convert, demolish, equip, use or maintain any sign or sign structure in the City, or cause or permit the same to be done, contrary to or in violation of any of the provisions of this chapter.
- B. Right of Entry. Upon proper presentation of credentials including court orders if appropriate, the Director may enter at reasonable times any building, structure or premises within the City to perform any duty imposed by this code.
- C. Liability. The provisions of this chapter shall not be construed as relieving or limiting in any way the responsibility or liability of any person or persons erecting or owning any sign from personal injury or property damage resulting from the willful acts or negligence of such person, its agents, employees or workmen in the construction, maintenance, repair or removal of any sign or sign structure erected in accordance with a permit issued under this chapter. Nor shall it be construed as imposing upon the City or its officers or employees any responsibility or liability by reason of the approval of any sign, materials or devices under the provisions of this code.
- D. Revocation of Permits. The Director is authorized and empowered to revoke any sign permit issued in error or on the basis of incorrect information, or in violation of the provisions upon failure of the holder thereof to comply with any provision or provisions of this code.
- E. Nuisance Declared – Abatement. Signs constructed, altered or maintained in violation of the provisions of this code are declared to be a public nuisance.
- F. Civil Penalties. In addition to any criminal penalties, any person who fails to comply with the provisions of this chapter shall be subject to a civil penalty in accordance with Chapter [1.15](#) UPMC.
- G. Other Legal Remedies. Nothing in this chapter limits the right of the City to pursue other lawful, criminal, civil or equitable remedies to abate, discontinue, correct or discourage unlawful acts under or in violation of this chapter.
- H. Enforcement action by the City shall be in accordance with Chapter [1.20](#) and/or [1.30](#) UPMC at the City's discretion.