



LAKEWOOD CITY COUNCIL STUDY SESSION AGENDA

Monday, March 9, 2020

7:00 P.M.

City of Lakewood

City Council Chambers

6000 Main Street SW

Lakewood, WA 98499

Page No.

CALL TO ORDER

ITEMS FOR DISCUSSION:

- (3) 1. Pierce Transit Destination 2040 Long Range Plan Update.
– *Mr. Darin Stavish, Principal Planner*
- (10) 2. Pierce County Legislative Policy Manual Update. – (Memorandum)
- (19) 3. Review of 2020 SSMCP Workplan. – (Memorandum)
- (23) 4. Rental Housing Safety Program and Electrical Update. – (Memorandum)
- (84) 5. Review of JBLM-North Access Improvement Project. – (Memorandum)

ITEMS TENTATIVELY SCHEDULED FOR THE MARCH 16, 2020 REGULAR CITY COUNCIL MEETING:

- 1. Business Showcase. – *Cham Garden, Mr. Jay Lim and Ms. Kay Lim, Owners*
- 2. Authorizing the award of a construction contract for the Onyx Drive roadway improvement project. – (Motion – Consent Agenda)
- 3. Authorizing the award of a construction contract for the 2019 Outfall Retrofit project. – (Motion – Consent Agenda)
- 4. Amending the 2019-2020 Pierce County Policy Manual. – (Motion – Consent Agenda)
- 5. Appointing Michael Trask to serve on the Public Safety Advisory Committee through August 6, 2021. – (Motion – Consent Agenda)
- 6. Adopting an Ordinance relating to the Legal Department. – (Ordinance – Consent Agenda)

The Council Chambers is accessible to persons with disabilities. Equipment is available for the hearing impaired. Persons requesting special accommodations or language interpreters should contact the City Clerk, 253-983-7705, as soon as possible in advance of the Council meeting so that an attempt to provide the special accommodations can be made.

7. Review of amendments to the Six-Year (2020-2025) Comprehensive Transportation Improvement Program. – (Reports by the City Manager)

REPORTS BY THE CITY MANAGER**CITY COUNCIL COMMENTS****ADJOURNMENT**

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**Pierce
Transit**

Lakewood City Council

Destination 2040 Long Range Plan Update

Darin L. Stavish, Principal Planner

March 9, 2020



LRP Update's Purpose, Goals, and Objectives

What do we hope to achieve with this update?

- Depict access and coverage gaps within the current system (PTBA) boundaries
- Assess non-motorized and active transportation access to Pierce Transit routes and facilities (e.g., transit centers, stations, park-and-ride lots)
- Envision what services and coverage would could offer a full 0.9% sales tax scenario
- Increase from current 500,130 to 735,000 annual Service Hours and model for ridership
- Show a Bus Rapid Transit system at full build out: Pacific Avenue /SR 7 plus four routes
- Illustrate capital improvement needs: Facilities, Revenue Vehicles, and Workforce



Sections

1. Introduction
 2. Assessment of Current Conditions
 3. A Coordinated Transit System
 4. Keeping Pace with Our Changing Landscape
 5. Emerging Technologies
 6. Service Expansion Benefits
 7. Future Transit Networks and Financial Requirements
 8. Closing Statement – Next Steps Through 2040
- Appendices

DESTINATION 2040

Pierce Transit • Long Range Plan Update

Second Draft – February 2020

FUTURE SERVICE SCENARIO



10 NEW ROUTES

Route	Name
BRT 1	Downtown Tacoma (Commerce Street) - Mountain Hwy (SR 7) at 8th Avenue E Walmart
BRT 2	S. 19th Street - Bridgeport Way
BRT 3	Downtown Tacoma - Lakewood Transit Center
5	East Tacoma - 72nd Street - Parkland Transit Center
15	Ruston Express
17	Ruston Way
49	Portland Avenue
51	Tyler Road - Bridgeport Way W (To be determined)
58	Proctor - Lakewood (Former Route 51)
498	Fife - Auburn



INCREASED FREQUENCY FOR 17 ROUTES

Route	Name
3	Lakewood - Tacoma
4	Lakewood - South Hill
41	56th Street - Salishan
48	Sheridan - S. M Street
52	Fircrest - Tacoma Community College
53	University Place
54	S. 38th Street - Portland
55	Tacoma Mall - Parkland
57	Union - S. 19th Street - Hilltop
63	Northeast Tacoma Express
100	Gig Harbor
102	Gig Harbor - Tacoma Express
202	S. 72nd Street
400	Puyallup - Downtown Tacoma
409	Puyallup - 72nd Street Transit Center
501	Milton-Federal Way

KEEPING PACE WITH CHANGE

Population and employment are increasing in Pierce County.

How can Pierce Transit keep up with the change?

PIERCE COUNTY GROWTH TARGETS 2050*

	POPULATION GROWTH	EMPLOYMENT GROWTH
Metropolitan Cities	38% • 137,000	48% • 94,000
Core Cities	23% • 85,000	23% • 44,000
HCT Communities	21% • 77,000	13% • 26,000
Cities and Towns	7% • 25,000	6% • 13,000
Unincorporated Urban	8% • 29,000	8% • 15,000
Rural Areas	3% • 11,000	2% • 3,000
TOTAL	364,000	195,000

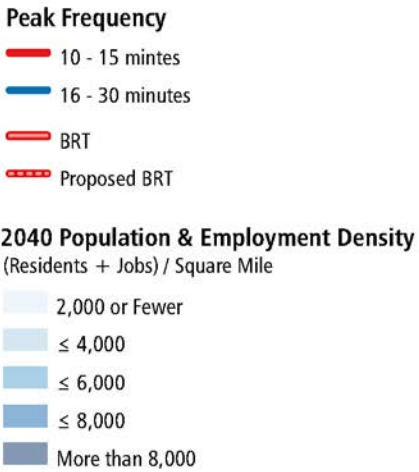
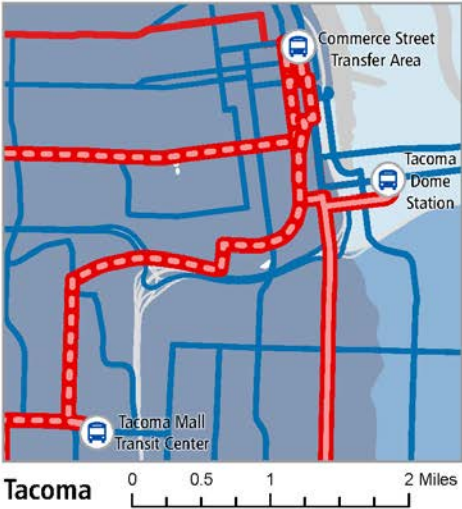
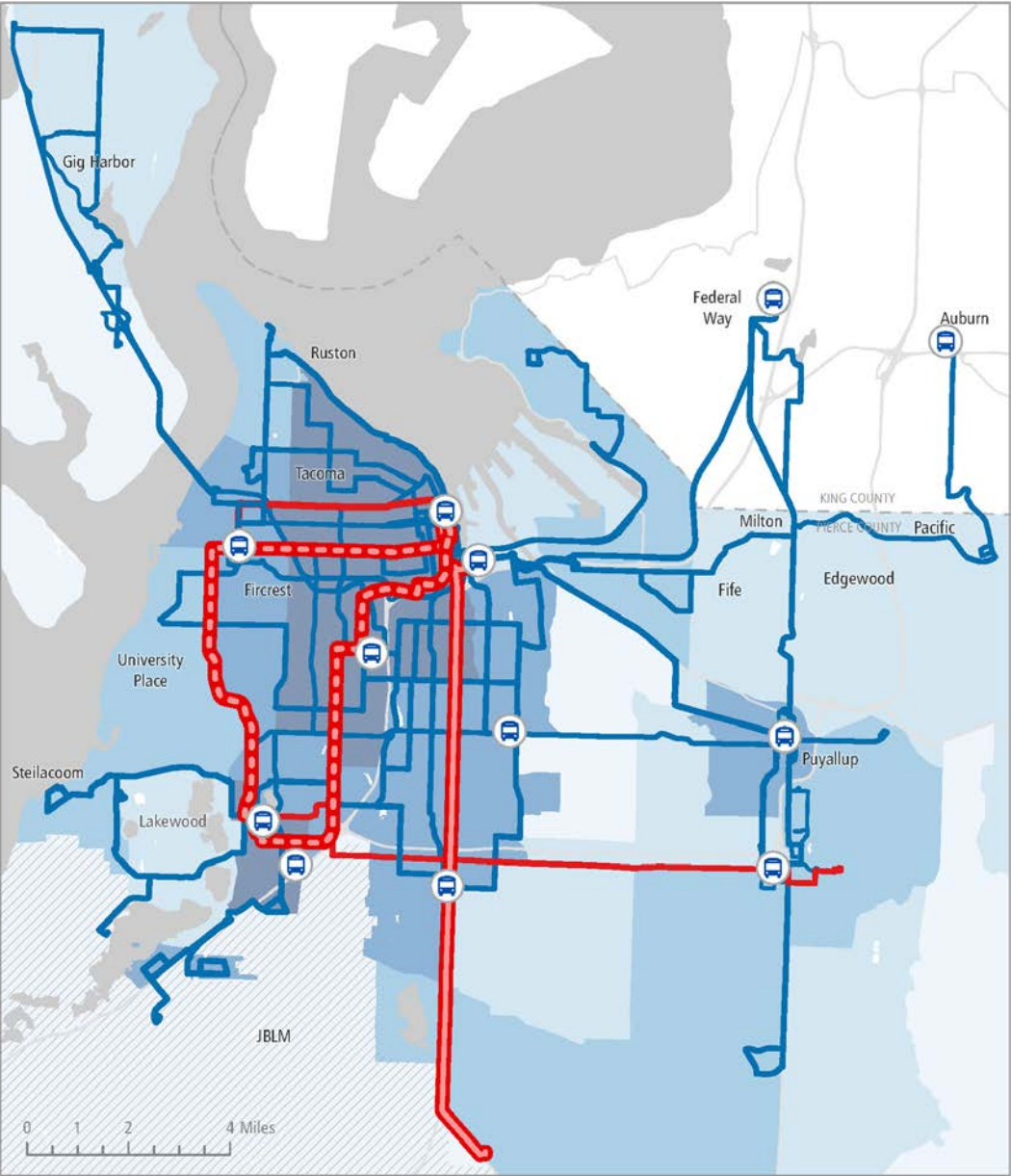
* Source: Draft VISION 2050, Regional Growth Strategy.

In 2019 the 4-county Puget Sound Region grew by 68,470 over the previous year. That's an increase of 188 new residents per day!

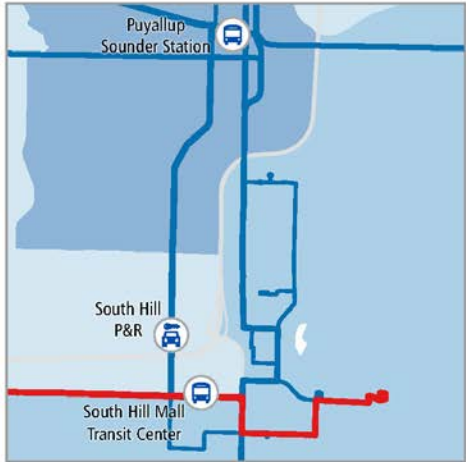
The PSRC modeled two new fixed route scenarios and total daily boardings increased from 28,700 in 2019 to 83,100 and 85,700 in 2040.



PIERCE TRANSIT ROUTES AND FREQUENCIES
735,000 Annual Service Hours



Lakewood



Puyallup-South Hill

What we've heard so far...

- 210 future-focused comments received (text based)
- 59 commented on current conditions and short-term improvements

Stakeholder Engagement Summary



5769

Total Visits

2203

Unique Users

1:06

Avg Time (min)

123

Unique Stakeholders

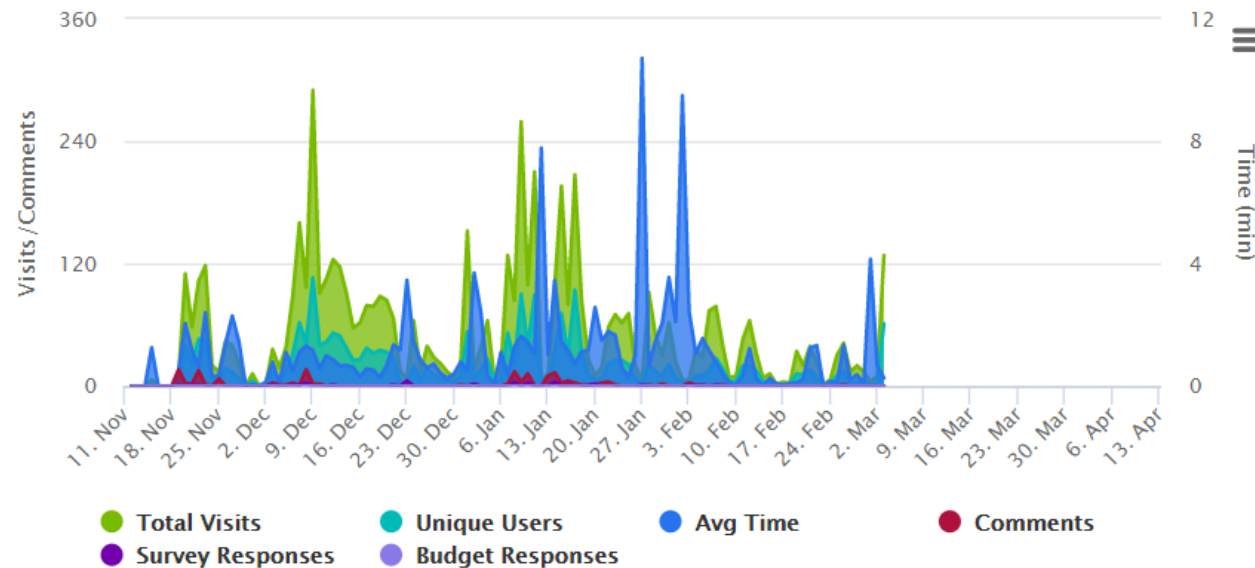
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Comments

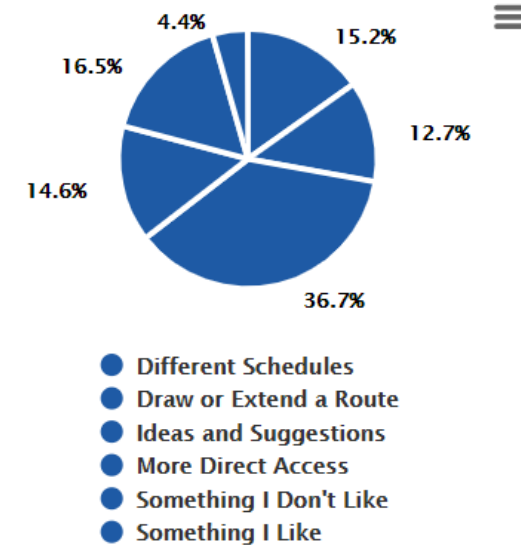
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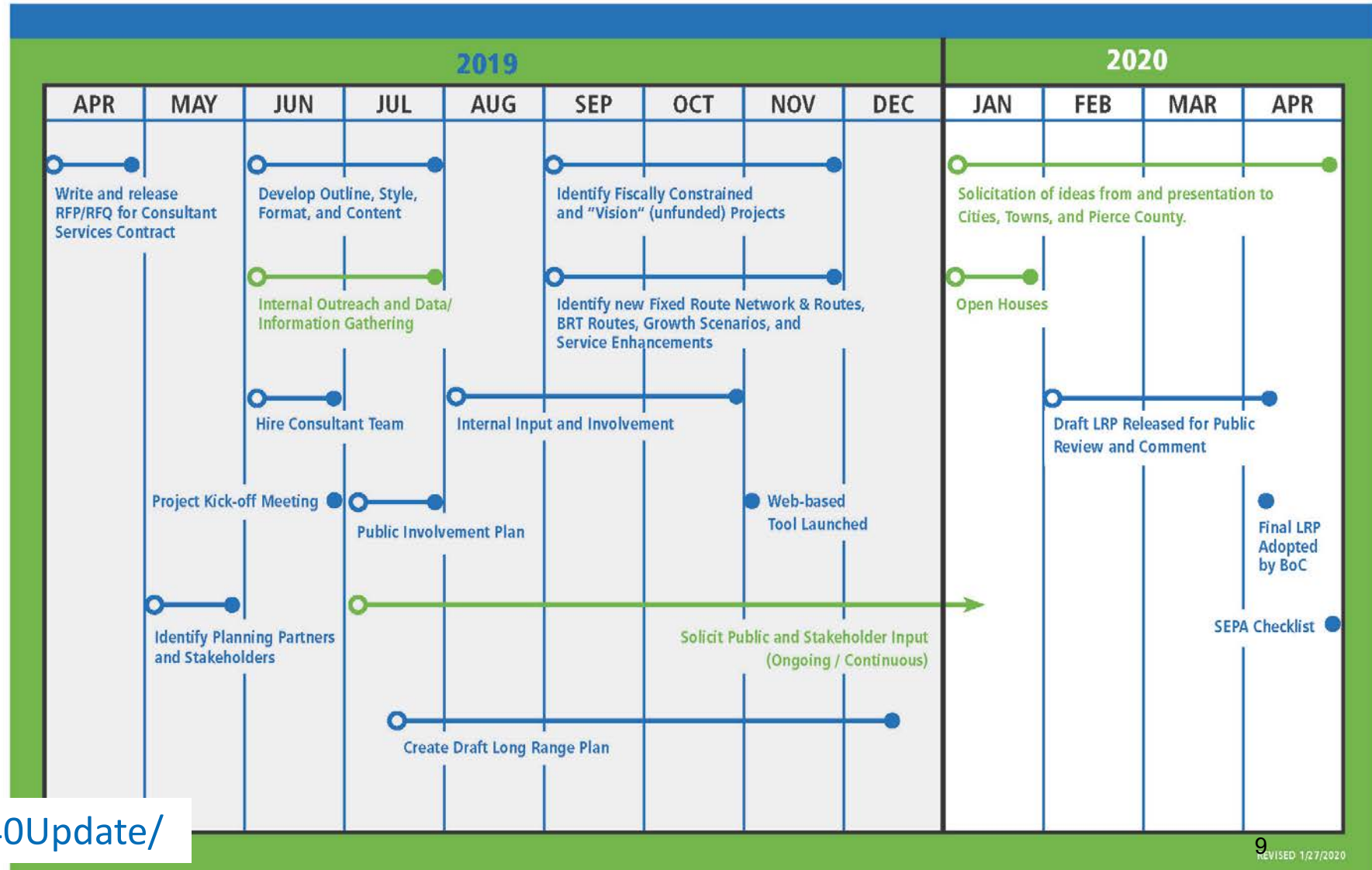
Survey Responses

Stakeholder Engagement by Day



Comment Types





The draft LRP and nine Appendices are available for public review and comments through April 10th.




PierceTransit.org/Destination2040Update/



TO: Mayor and City Councilmembers

FROM: Shannon Kelley-Fong, Senior Policy Analyst

THROUGH: John J. Caulfield, City Manager 

DATE: March 9, 2020

SUBJECT: Review of amended 2019 – 2020 Pierce County Policy Manual to include an entry for a Mental Health Tax

PURPOSE: This memo provides an overview of the City of Lakewood’s proposed amendment to the 2019-2020 Pierce County Policy Manual include an entry for a Mental Health Tax.

OVERVIEW: The proposed amendment to the 2019-2020 Pierce County Policy Manual is the addition of a Mental Health Tax entry under Public Safety. This entry encourages Pierce County to adopt a county level 0.1% sales and use tax for chemical dependency or mental health treatment services or therapeutic courts pursuant to RCW 82.14.460. The draft amendment to the 2019-2020 Pierce County Policy Manual is the following:

Mental Health Tax

The City recognizes the important need for new or expanded mental health and chemical dependency tools in Pierce County. The City finds that the most advantageous way to leverage these types of tools is at a regional level as it allows for more comprehensive planning and better coordination for multidimensional and multijurisdictional issues. The City encourages Pierce County to adopt a county level 0.1% sales and use tax for chemical dependency or mental health treatment services or therapeutic courts pursuant to RCW 82.14.460.

NEXT STEPS: It is recommended that the City Council approve the proposed amendment to the 2019-2020 Pierce County Policy Manual at the March 16, 2020 regular meeting.

ALTERNATIVES: The City Council could choose to alter the proposed language prior to its adoptions or elect to not adopt the language at all.

CITY OF LAKEWOOD

PIERCE COUNTY POLICY MANUAL

ADOPTED BY THE CITY COUNCIL ON NOVEMBER 5, 2018
AMENDED BY THE CITY COUNCIL ON OCTOBER 7, 2019
AMENDED BY THE CITY COUNCIL ON OCTOBER 21, 2019
AMENDED BY THE CITY COUNCIL ON MARCH X, 2020

COMMUNITY& ECONOMIC DEVELOPMENT.....	2
<i>Regional Planning.....</i>	<i>2</i>
<i>Regional Planning – Puget Sound Regional Council</i>	<i>2</i>
<i>Regional Planning – Metropolitan Planning Organization.....</i>	<i>2</i>
<i>The City joins AWC in supporting efforts to create a tax increment financing option for cities.</i>	<i>2</i>
<i>Annexations.....</i>	<i>3</i>
<i>Air Corridor Population</i>	<i>3</i>
<i>Libraries.....</i>	<i>4</i>
PUBLIC SAFETY.....	4
<i>Transfer of E911 Tax from Pierce County DEM to South Sound 911</i>	<i>4</i>
<i>Flood Control Zone District</i>	<i>4</i>
<i>Release of Offenders to County of Origin.....</i>	<i>4</i>
<i>Adult Family Homes.....</i>	<i>4</i>
<i>Enhanced Services Facilities</i>	<i>5</i>
<i>Animal Sheltering & Control</i>	<i>6</i>
<i>The City supports Pierce County’s continued exploration into establishing a long-term animal sheltering and animal control solution for jurisdictions in Pierce County.....</i>	<i>6</i>
<i>Video Arraignment.....</i>	<i>6</i>
<i>Pierce County Prosecuting Attorney’s Office</i>	<i>7</i>
TRANSPORTATION & INFRASTRUCTURE	7
<i>Pierce County Sewer Utility.....</i>	<i>7</i>
<i>Multimodal Transportation Study.....</i>	<i>7</i>
MILITARY AFFAIRS	7
<i>North Clear Zone</i>	<i>7</i>
GENERAL GOVERNMENT	8
<i>Innovative Service Solutions</i>	<i>8</i>

CITY OF LAKEWOOD

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COMMUNITY & ECONOMIC DEVELOPMENT

Regional Planning

The City supports the continued partnership between Pierce County and other municipalities within the county concerning regional planning and transportation issues. Lakewood is a proud member jurisdiction of the Pierce County Regional Council (PCRC), which was created to ensure local planning between Pierce County municipalities is accomplished in a coordinated, efficient, and consistent manner. The primary responsibility of the PCRC is to ensure that the Growth Management Act requirements are coordinated within the region.

Regional Planning – Puget Sound Regional Council

The City supports a more equitable sharing of federal transportation dollars by the governing Regional Transportation Planning Organization (RTPO) and Metropolitan Planning Organization (MPO) - the Puget Sound Regional Council (PSRC).

The City also supports the limitation of PSRC's authority and scope to that identified in Chapter RCW 47.80 and 23 USC § 134. In its Interlocal Agreement, the mission of PSRC is identified,

“to preserve and enhance the quality of life in the central Puget Sound area. In so doing, it shall prepare, adopt, and maintain goals, policy, and standards for regional transportation and regional growth management in the central Puget Sound area, in accordance with federal and state law and based on local comprehensive plans of jurisdictions within the region.” (emphasis added.)

However, PSRC's continually expanding reach now includes: the establishment of Multi-County Planning Policies; a Regional Growth Strategy (RGS) and Growth Shares; and implementation activities including VISION 2050 adoption and interpretation. The City opposes any incursion by PSRC into local land use, housing issues and equity issues.

Regional Planning – Metropolitan Planning Organization

The City would support, and take the lead on, forming a Pierce County Metropolitan Planning Organization (MPO) and Regional Transportation Planning Organization (RTPO) as alternatives to the Puget Sound Regional Council (PSRC).

Tax Increment Financing

The City joins AWC in supporting efforts to create a tax increment financing option for cities.

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Annexations

Annexations should encourage the logical development and expansion of the City to provide for a healthy and growing local economy and efficient provision of urban services.

Arrowhead/Partridge Glenn

Annexation of this “urban island” has been attempted three times; twice by the Town of Steilacoom in 1995 and 1996, and once by Lakewood in 1997. All three annexation attempts failed at the ballot by an increasingly larger margin. The Town of Steilacoom, West Pierce Fire and Rescue, and Pierce County are not opposed to Lakewood annexing this area. The City would support and take the lead on, the annexation of this area *if, and only if Pierce County* addresses this area’s aging infrastructure prior to annexation.

Camp Murray

The City and Camp Murray leadership are actively evaluating this potential annexation.

Joint Base Lewis McChord

Lakewood’s Urban Growth Area (UGA) includes the urban area of Joint Base Lewis-McChord (JBLM). Over the past two decades JBLM has significantly developed this area. The City would consider annexing this area in the future, contingent on County approval, to include revising the existing agreement between the City and the County. The City would consider an incremental approach to annexing this area that would start with the annexation of American Lake Veteran’s Administration Medical Center and American Lake Veterans Golf Course.

Air Corridor Population

The Pierce County Council adopts housing and employment targets for jurisdictions within the county based on population projections provided by the state Office of Financial Management. However, unique situations and environmental constraints can affect the ability of individual jurisdictions to meet these targets. In Lakewood, the population and employment base changes with the level of soldiers at Joint Base Lewis-McChord (JLBM). While the 2030 population allocation for Lakewood in Pierce County Ordinance No. 2011-36s calls for 72,000 people, the City conducted a more recent population projection that concludes the population of the City would only reach 67,000 by that date. Lakewood’s population allocation should also reflect the restrictions imposed by JBLM’s Air Installation Compatible Use Zone (AICUZ) safety standards. Lakewood’s Air Corridor zones total 567 acres and include 8 percent of the City’s residential population (1,815 dwelling units). The area’s existing residential density exceeds AICUZ standards. Lack of available land and infrastructure constraints make it unlikely that the City could ‘shift’ residential development elsewhere. Population and employment targets for the City should be adjustable to reflect these realities. Lakewood is seeking support from Pierce County for the following: Policy direction must be developed for inclusion in the Countywide Planning Policies, individual Comprehensive Plans, and other appropriate documents that provide individual jurisdictions the ability to adjust population and employment targets based on situations or issues outside the ability to govern.

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Libraries

The City continues its commitment improve its partnership with the Pierce County Library System. The City supports the 2018 Pierce County Rural Library District Proposition No. 1 authorizing the District's regular property tax levy and will actively support the District's forthcoming capital bond campaign.

PUBLIC SAFETY

Mental Health Tax

The City recognizes the important need for new or expanded mental health and chemical dependency tools in Pierce County. The City finds that the most advantageous way to leverage these types of tools is at a regional level as it allows for more comprehensive planning and better coordination for multidimensional and multijurisdictional issues. The City encourages Pierce County to adopt a county level 0.1% sales and use tax for chemical dependency or mental health treatment services or therapeutic courts pursuant to RCW 82.14.460.

Transfer of E911 Tax from Pierce County DEM to South Sound 911

With the formation of South Sound 911 (SS911) in 2012, Pierce County now has a single emergency service call and dispatch center. All Lakewood citizens with phones (including cellular) pay the county E911 tax of \$0.70 per phone line per month of which SS911 receives \$0.20. The remaining \$0.50 continues to be allocated to Pierce County DEM. The City supports allocated more of the E911 tax to SS911 to offset operational dispatch costs.

Flood Control Zone District

The City encourages the County to move the FCZD to a tiered rate based on risk of flooding. The City supports using flood Control funds to mitigate existing risks rather than subsidize new development within the flood zone. The City is also concerned with the potential for the governing board to impose the maximum rate allowable.

Release of Offenders to County of Origin

The City requests that the County advocate at the state level for legislation that addresses "fair share" and expands the "county of origin" policy of that sends offenders back to their county of origin upon release, including sex offenders released from the state's only Special Commitment Center located on McNeil Island, and civil commitment patients released from Western State Hospital. The City requests that this legislation include sufficient enforcement mechanisms to ensure that "fair share" and "county of origin" are properly applied to released offenders and civil commitment patients. The City will continue to monitor the Western State Hospital Task Force's evaluation of Pierce County resources.

Adult Family Homes

The City requests that the County advocate at the state level to address growing community and public safety concerns related to Adult Family Homes (AFH). AFH serve adults with functional

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limitations who need personal and special care. The City of Lakewood has become aware of public safety concerns within adult family homes.

The City requests that the County advocate for legislation introduced by 28th district legislators to respond to the concerns from the Lakewood community:

- **House Bill 1825**, sponsored by Rep. Christine Kilduff, requires civilly committed sexually violent predators (SVPs) petitioning for conditional release to a less restrictive alternative (LRA) to document efforts to find placement in the county of commitment. Requires the Department of Social and Health Services (DSHS) to review proposed conditional release LRA placement plans and report to the court with potential alternative placements in certain circumstances. Imposes school-proximity restrictions on residential placements for certain SVPs on LRA orders. Modifies the criteria that courts must consider in deciding conditional release petitions for SVPs. Requires community notification of any change of address of a conditionally released SVP. Provides that secure community transition facilities may be sited in any county in the state. Implements Department of Health credential waivers for sex offender treatment providers working in under-served counties.
- **House Bill 1826**, sponsored by Rep. Mari Leavitt, would require the DSHS to disclose publicly accessible and relevant criminal history for certain persons during the discharge planning process. The bill would also impose a civil penalty of \$5,000 for the misuse and unauthorized disclosure of protected health information by an entity authorized to receive the information.
- **Senate Bill 5038**, sponsored by Sen. Steve O'Ban, limits who can be placed in an adult family home. Individuals committed under the involuntary treatment act where the court has made an affirmative special finding are prohibited from being placed in an AFH. The bill also prohibits a person committed as a sexually violent predator from being placed in an adult family home. Establishes enhanced services facilities as the appropriate long-term care option for sexually violent predators.

State Hospital Reentry Program

The City requests that the County advocate for **Senate Bill 5048**, sponsored by Sen. Steve O'Ban, that expands the reentry community safety program. The current program is designed for individuals being released from a correctional facility and Senate Bill 5048 would expand the program to apply to patients who are civilly committed after prosecution for a violent offense or who are civilly committed based on criminal insanity.

Enhanced Services Facilities

Enhanced Service Facilities (ESFs) serve adults with mental and chemical disorders or other impairments that requires supervision and daily care. The City requests that the County advocate for legislation that would prohibit Adult Family Home businesses (AFHs) from converting to ESFs, as well as legislation that would prohibit the citing of ESFs in residential neighborhoods.

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Animal Sheltering & Control

The City supports Pierce County's continued exploration into establishing a long-term animal sheltering and animal control solution for jurisdictions in Pierce County.

Video Arraignment

Currently, the County is unable to provide video arraignment at the Pierce County Jail. The City requests that the County find solutions to the issues impeding their ability to provide this service.

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Pierce County Prosecuting Attorney's Office

The City has a great working relationship with the Pierce County Prosecuting Attorney's Office. The City would like to see increased opportunities for cross-jurisdictional collaboration concerning felony charging and declination procedures. The City requests that the Pierce County Prosecuting Attorney's Office provide consistent, transparent, and timely felony declines.

TRANSPORTATION & INFRASTRUCTURE

Pierce County Sewer Utility

The City urges Pierce County to proactively plan for and build sewer system expansions to encourage efficient development and expansion of infrastructure systems. Historically, Pierce County has not proactively planned for or built sewer system expansions in its service area. Rather, private development has been required to extend sewer main systems, with the opportunity to seek at least partial reimbursement via latecomer agreements for oversizing lines to anticipate future development. The Pierce County Sewer Utility should change its capital facility planning policies and practices to "do business as a business," meaning that it should be willing and able to construct sewer extensions into incorporated areas. Lakewood would readily participate in the pending update to the Unified Sewer Plan to assist with updating utility policies.

Multimodal Transportation Study

The City requests the Legislature allocate \$250,000 for a multimodal transportation assessment to consider practical solutions to increase multimodal connectivity along the I-5 corridor between DuPont and Lakewood. The study will include options that take advantage of already funded grade separated crossings and increase connectivity between Sound Transit and Amtrak using existing or planned infrastructure. This will support the movement of people through the growing South Sound corridor - including Lakewood, DuPont, Joint Base Lewis McChord, and areas of unincorporated Pierce County, including Parkland and Spanaway. This is supported by Sound Transit, JBLM, Pierce Transit, Pierce County Chair Doug Richardson, Lakewood Water District, West Pierce Fire & Rescue and the Clover Park School District.

MILITARY AFFAIRS

North Clear Zone

The City requests Pierce County's continued partnership in vacating the Joint Base Lewis McChord (JBLM) North Clear Zone (NCZ), the federally-designated, 3,000-by-3,000-foot safety corridor adjacent to the end of the runway with the highest statistical possibility of aircraft accidents. The NCZ lies partly within the City of Lakewood, and currently includes multiple commercial and industrial businesses that are incompatible with JBLM operations and violate its Air Installation Compatibility Use Zones (AICUZ) safety standards. Lakewood and Pierce County have signed an agreement signifying a commitment to execute a long-range plan that will restore

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this area to an uninhabited state; the City asks that this agreement continue to be a priority for the County in its local actions and state-level advocacy efforts.

GENERAL GOVERNMENT

Innovative Service Solutions

The City supports innovative service solutions and technological advancements that would provide mutual benefits for Pierce County and Lakewood. To improve the delivery of municipal services, the City supports contracting with the County for selective services and advocates for technological advancements in the County's video arraignment and online building/permit platforms.



TO: Mayor and City Council

FROM: Bill Adamson, SSMCP Program Director

THROUGH: John Caulfield, City Manager *John P. Caulfield*

DATE: MARCH 9, 2020

SUBJECT: SSMCP 2020 WORK PLAN

ATTACHMENTS: 1 – BRIEFING SLIDES

Summary:

Biennial Work Plans are approved and adopted each year by the SSMCP Elected Officials Council of which Lakewood serves as chair. This briefing serves as a status check on SSMCP activities and initiatives.

The attached slides highlight the 2019-20 Work Plan. A summary of the actions occurring in 2019 followed by what is on-going or upcoming in 2020 is the focus of this presentation. The presentation format follows the eight work plan priorities for SSMCP for years 2019 and 2020.

SSMCP'S CORE OBJECTIVES / BENCHMARKS

- 1) Promote JBLM as a Center of Regional Economic Significance
- 2) Formalize New Methods of Regional Collaboration
- 3) Improve Support for Military Families
- 4) Improve Access to Existing Services
- 5) Improve Access to Information
- 6) Improve Regional Mobility

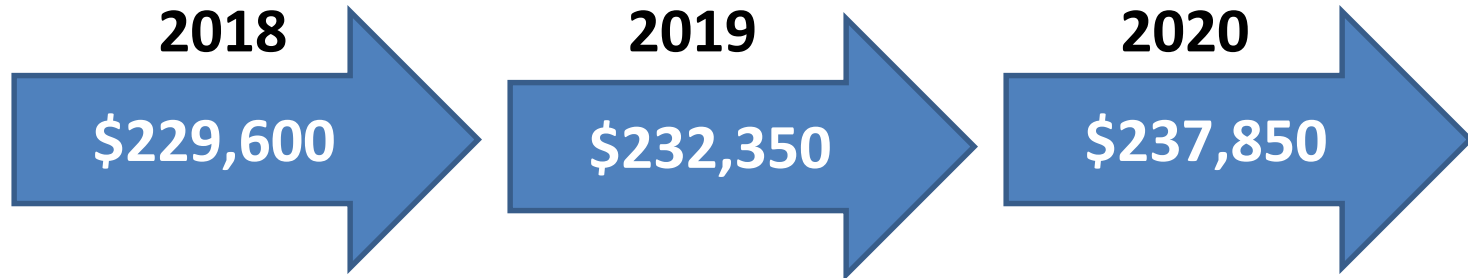


2019-20 WORK PLAN PRIORITIES

- Task 1:** Manage OEA grant to implement three strategies from 2015 JBLM Joint Land Use Study (MIAO, Lighting Study, JBLM Land Exchange Plan)
- Task 2:** Implement program to secure funding to Resolve McChord Airfield Clear Zone Encroachment
- Task 3:** In collaboration with WSDOT, identify strategies for traffic congestion management to include options for the I-5: Tumwater to Mounts Road Corridor which include ecosystem and environmental improvements
- Task 4:** Enhance & Expand Regional SSMCP Coordination & Participation
- Task 5:** Inform & Educate Stakeholders on Military Impacts across the South Puget Sound
- Task 6:** Participate & Advocate in State Level Activities
- Task 7:** Conduct Periodic JBLM Workforce Survey and Regional Economic Impact Analysis, Circulate Results
- Task 8:** Support Active Duty, Veteran & Military Family Workforce Development, Healthcare & Social Services

WAY AHEAD

Membership Dues



- **2010 Growth Coordination Plan review**
- **OEA grant work completion**
 - Local Transportation Study
 - Conservation Partnering & Banking
 - Affordable housing for service members
- **Complete 2020 JBLM Regional Economic Impact Analysis**
- **2021/22 Work Plan approval – NOV 2020 Elected Officials Council**



TO: Mayor and City Councilmembers

FROM: Jeff Gumm, Program Manager

THROUGH: John J. Caulfield, City Manager *John J. Caulfield*

DATE: March 9, 2020 (Council Study Session)

SUBJECT: Rental Housing Safety Program Update

ATTACHMENTS: PowerPoint Presentation

Background: This memorandum provides the City Council with an update of the status of the Rental Housing Safety Program (RHSP) for year-end 2019. It is accompanied by a PowerPoint presentation which includes the following elements:

- Recap of 2019 activities;
- Year-end program registration numbers;
- Property registration breakdown;
- Inspection/re-inspection results;
- Common inspection items failed;
- Inspection Quick Facts/Insights
- Images of RHSP property improvements; and
- Program's next steps - 2020.

Community Development staff will be present to answer questions regarding the Rental Housing Safety Program progress and recent developments.

Rental Housing Safety Program Year-End Report 2019



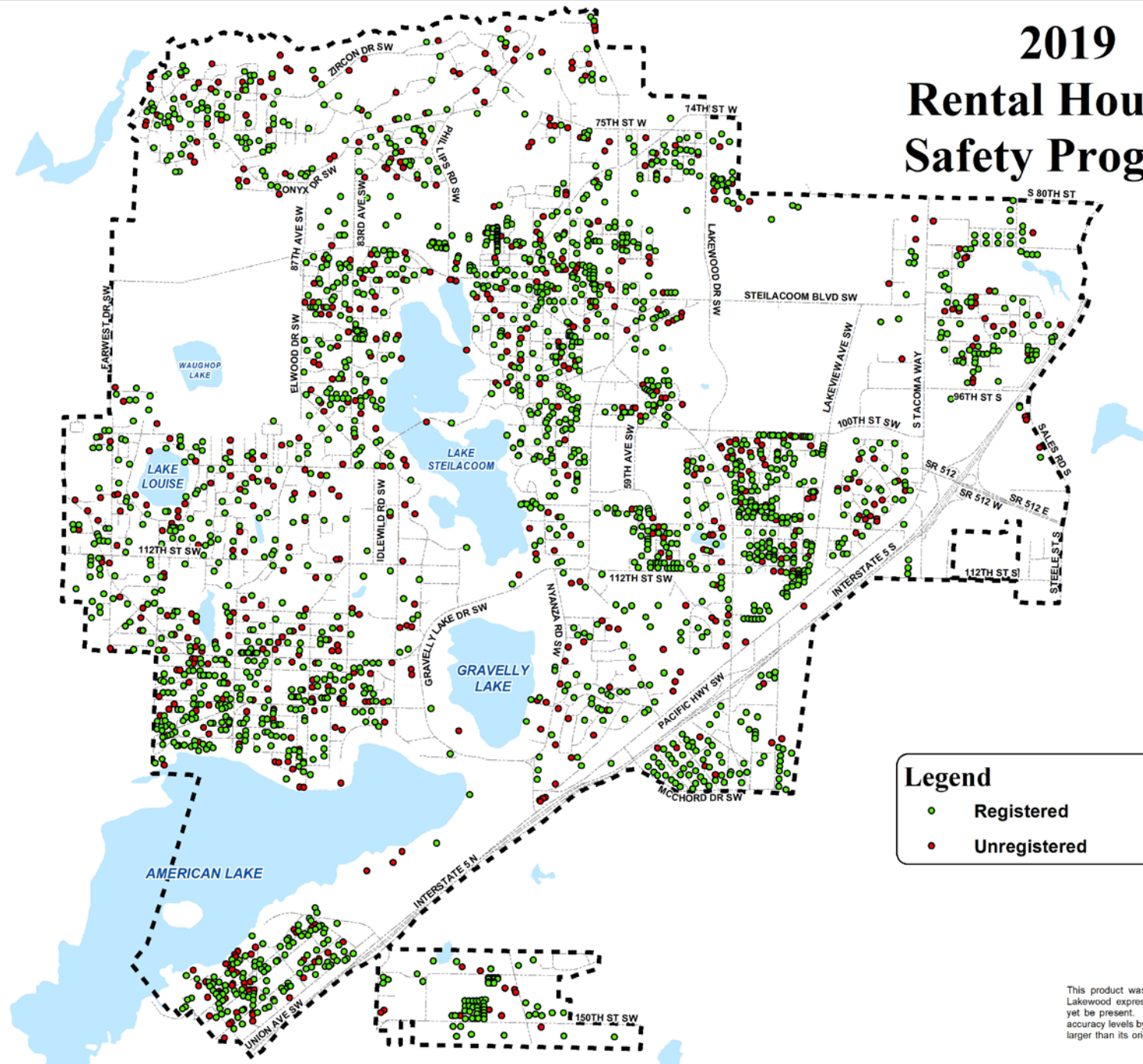
March 9, 2020

Overview

- Year-end Registration – 2019
- Property Map
- Registered Properties at a Glance
- Inspection/Re-Inspection By Property Type
- Inspection/Re-inspection Results
- Common Inspection Items Failed
- Inspection Quick Facts/Insights
- RHSP Property Improvements
- Inspection of Note
- Looking Forward – 2020



2019 Rental Housing Safety Program

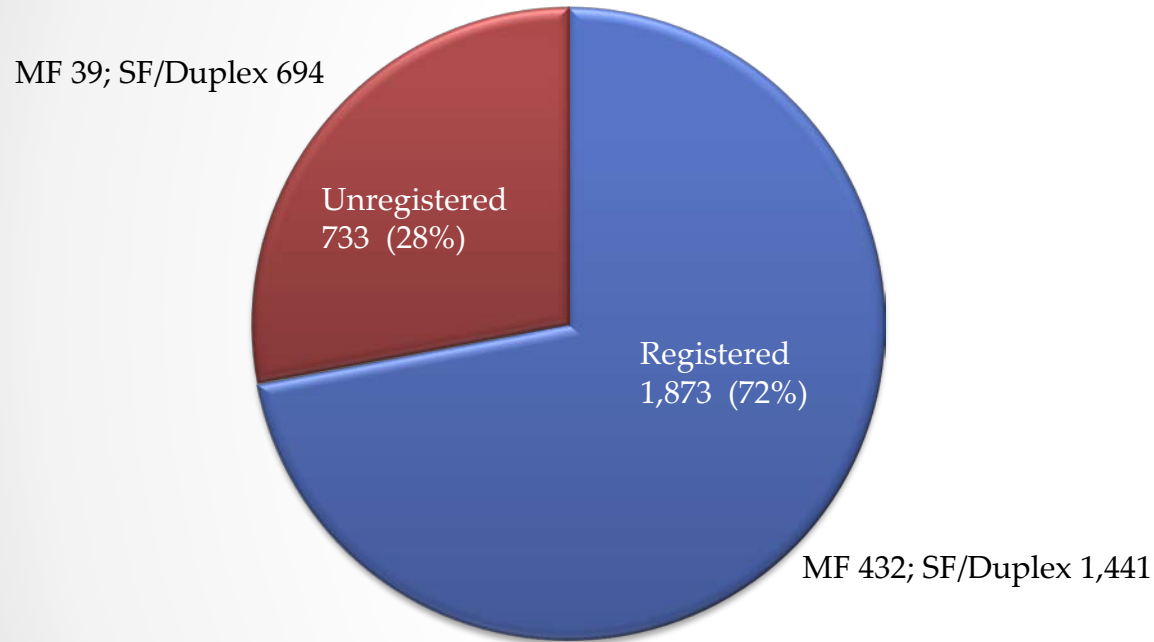


Registered
Unregistered

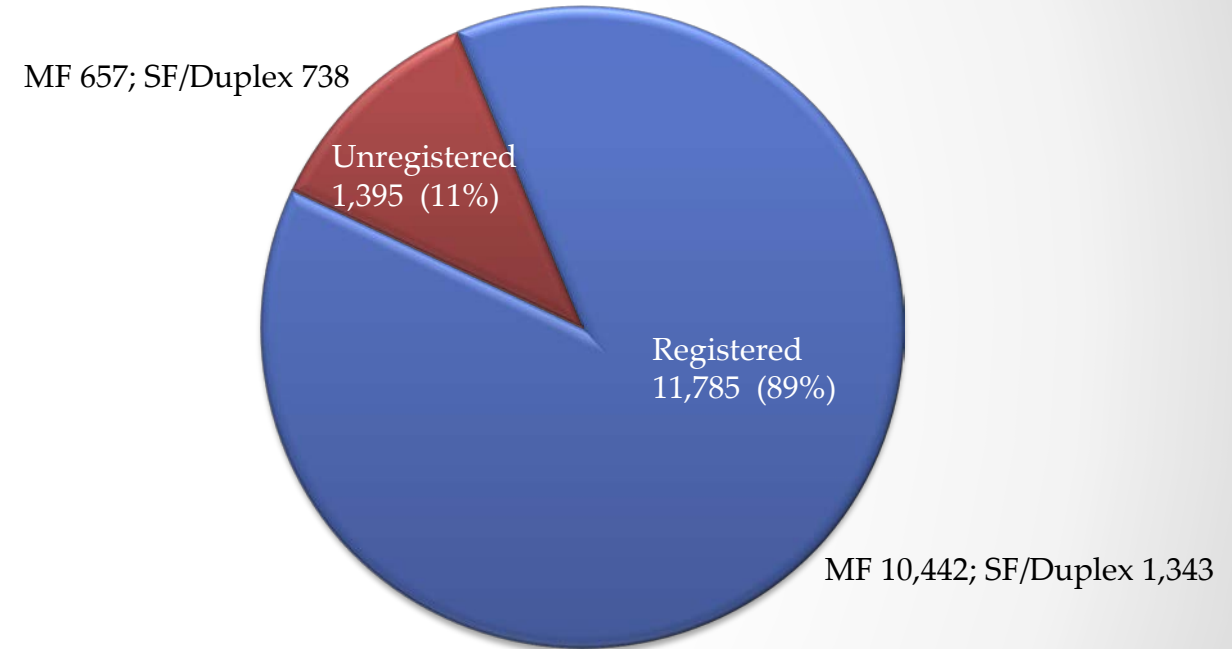
City Limit

Year-end Registration - 2019

Rental Properties



Rental Units



Year-end Registration - 2018

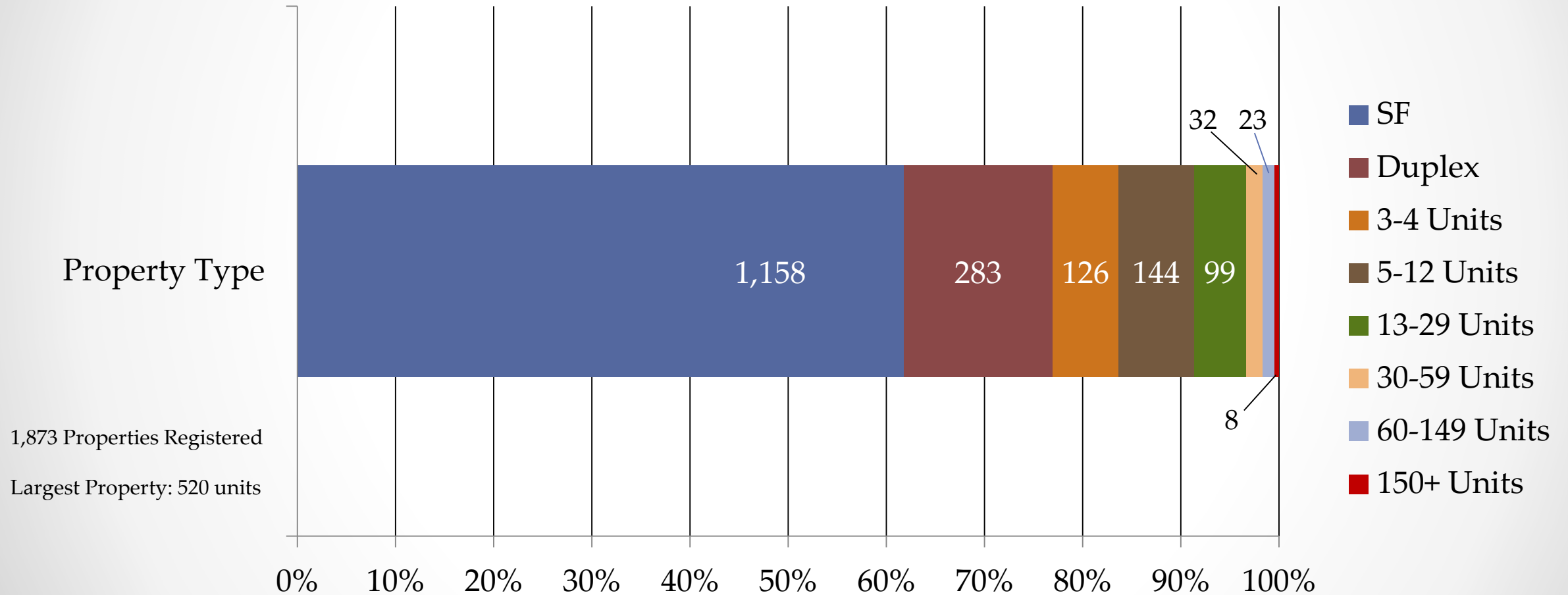
Properties

Unregistered: 1,127 (34%)
Registered: 2,219 (66%)

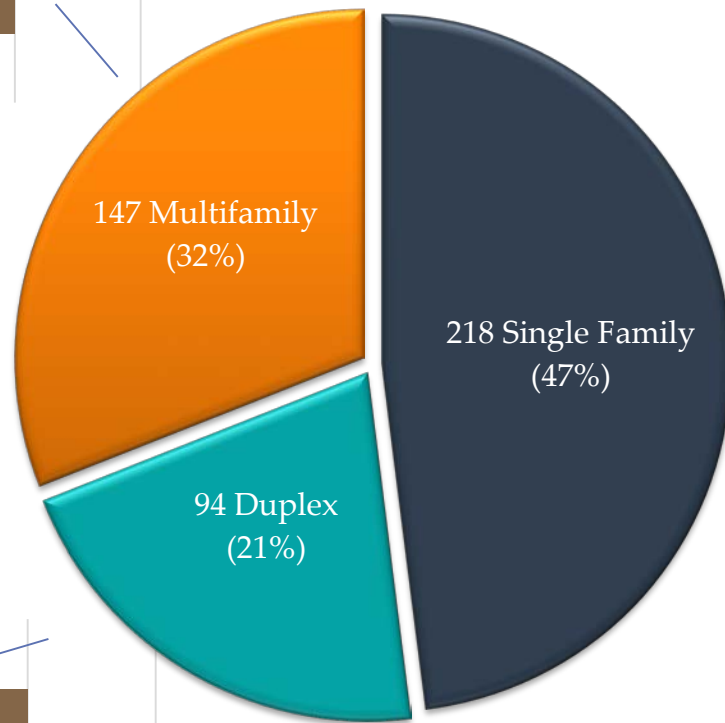
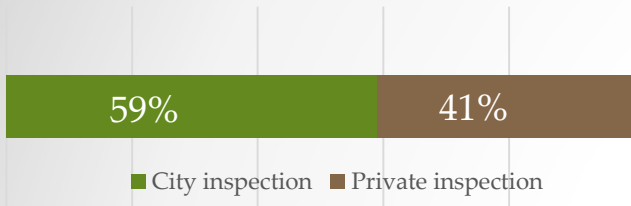
Units

Unregistered: 1,970 (15%)
Registered: 11,328 (85%)

Registered Properties at a Glance - 2019



2019 Initial Inspections by Property Type

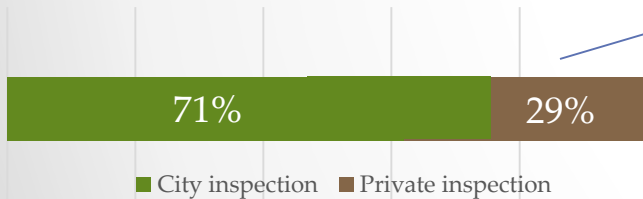


Initial Property Inspections - 459

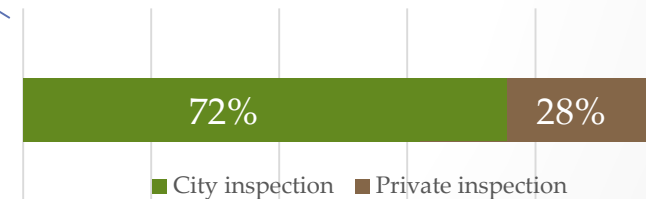
311 Total Inspections Conducted by City Inspectors (68%)

148 Total Inspections Conducted by City Approved Private Inspectors (32%)

Comparison: 2018 Initial Inspections - 499

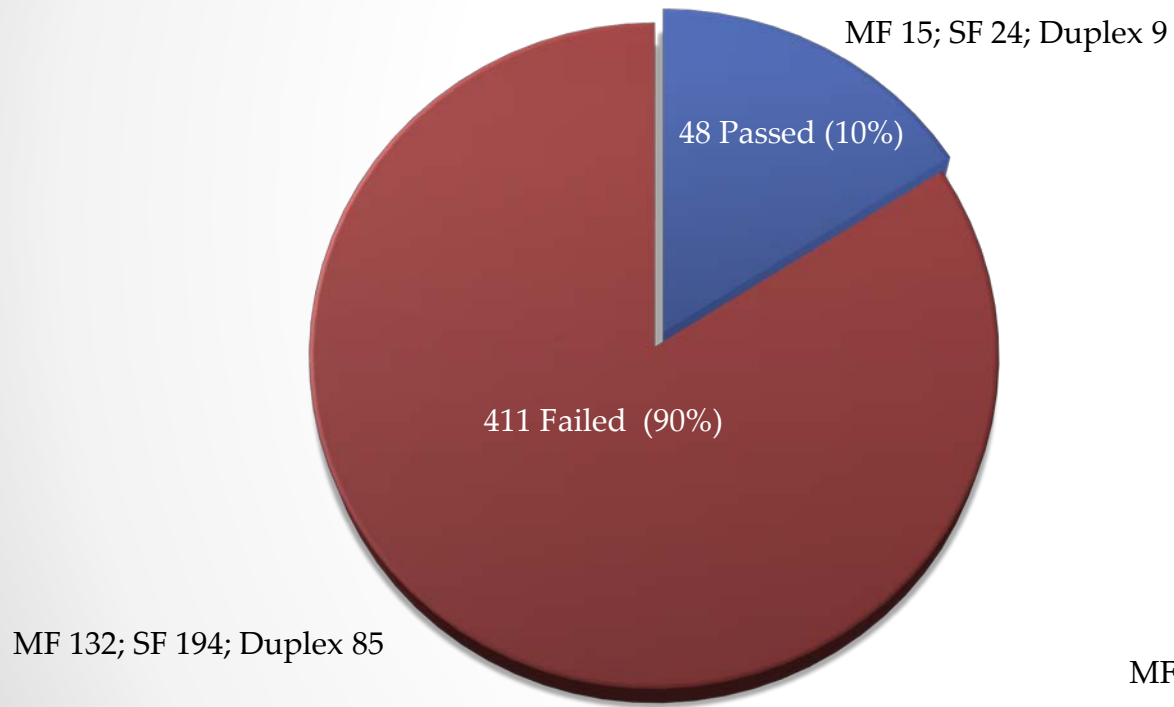


■ Single Family ■ Duplexes ■ Multi-Family

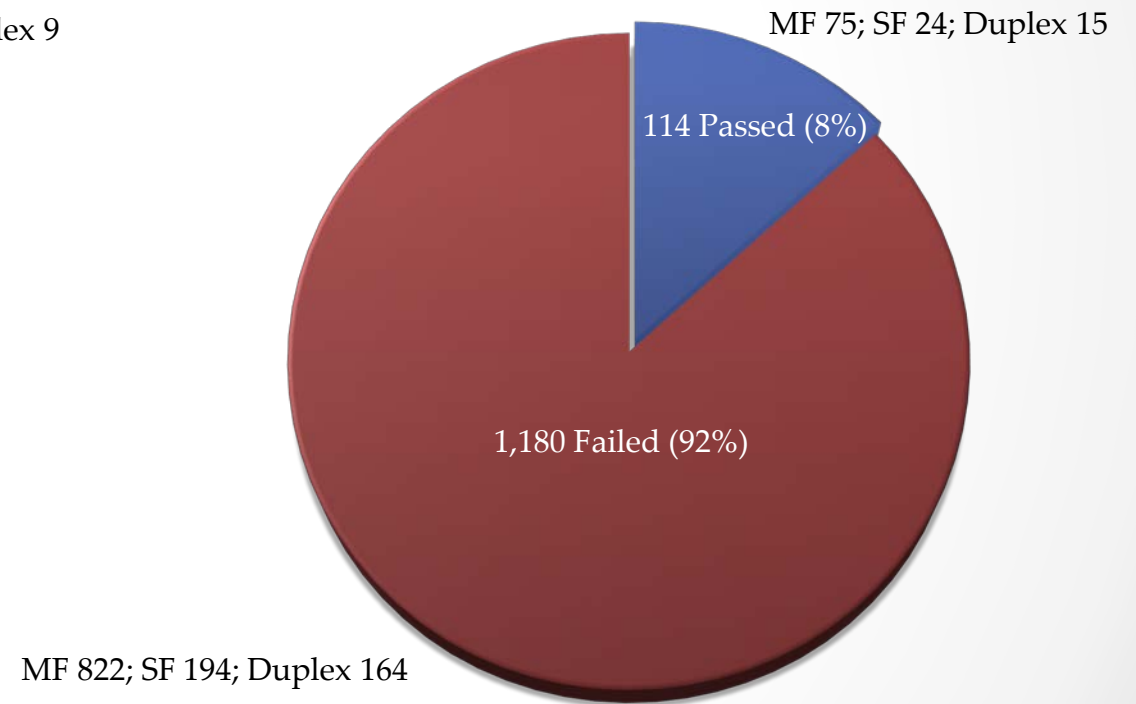


Initial Inspection Results

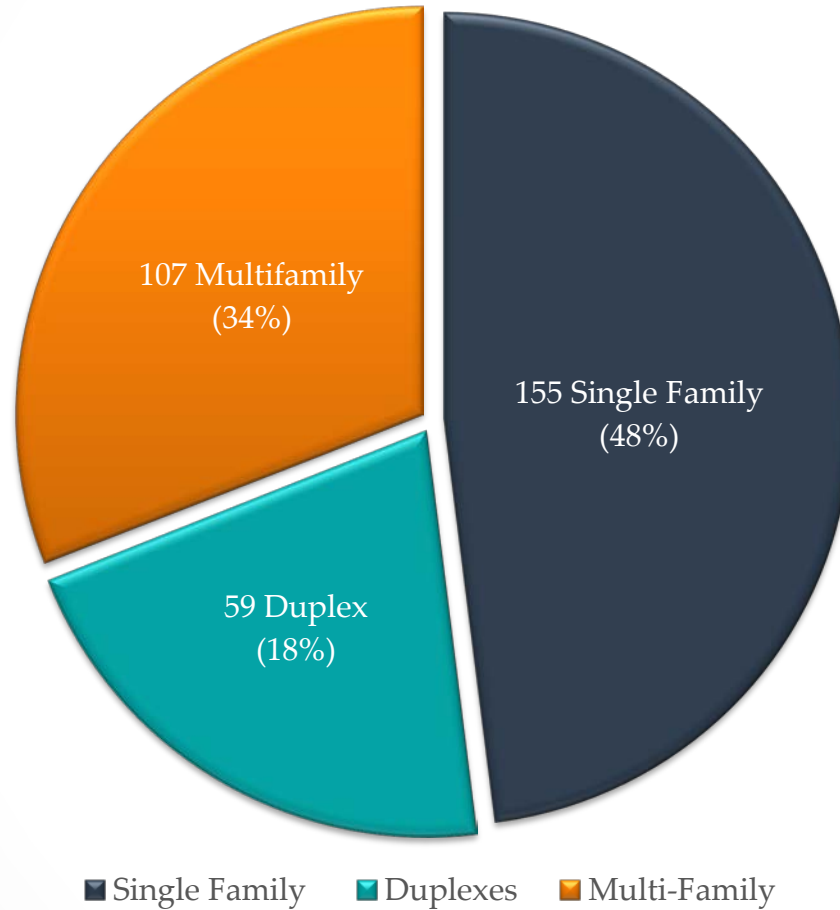
Properties Initial Inspection



Units Initial Inspection



2019 Re-Inspections by Property Type



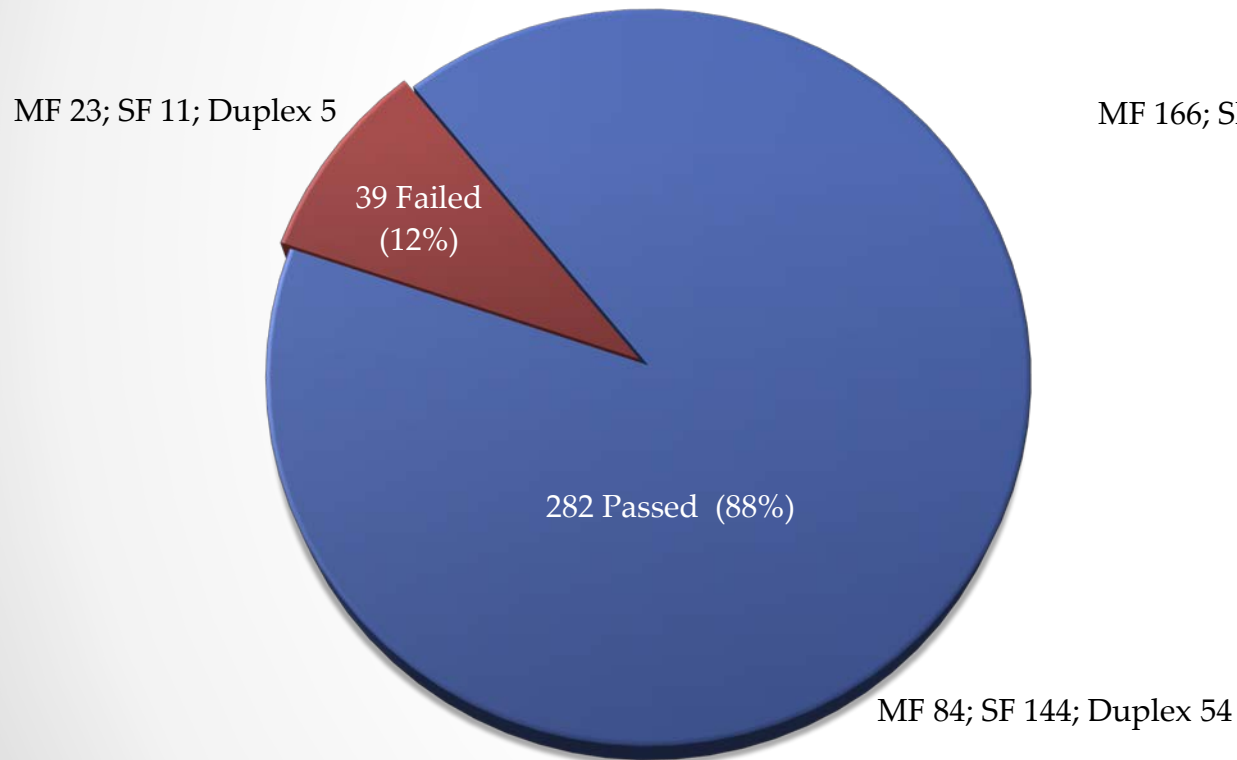
Property Re-Inspections – 321

All Re-Inspections Completed By City of Lakewood.

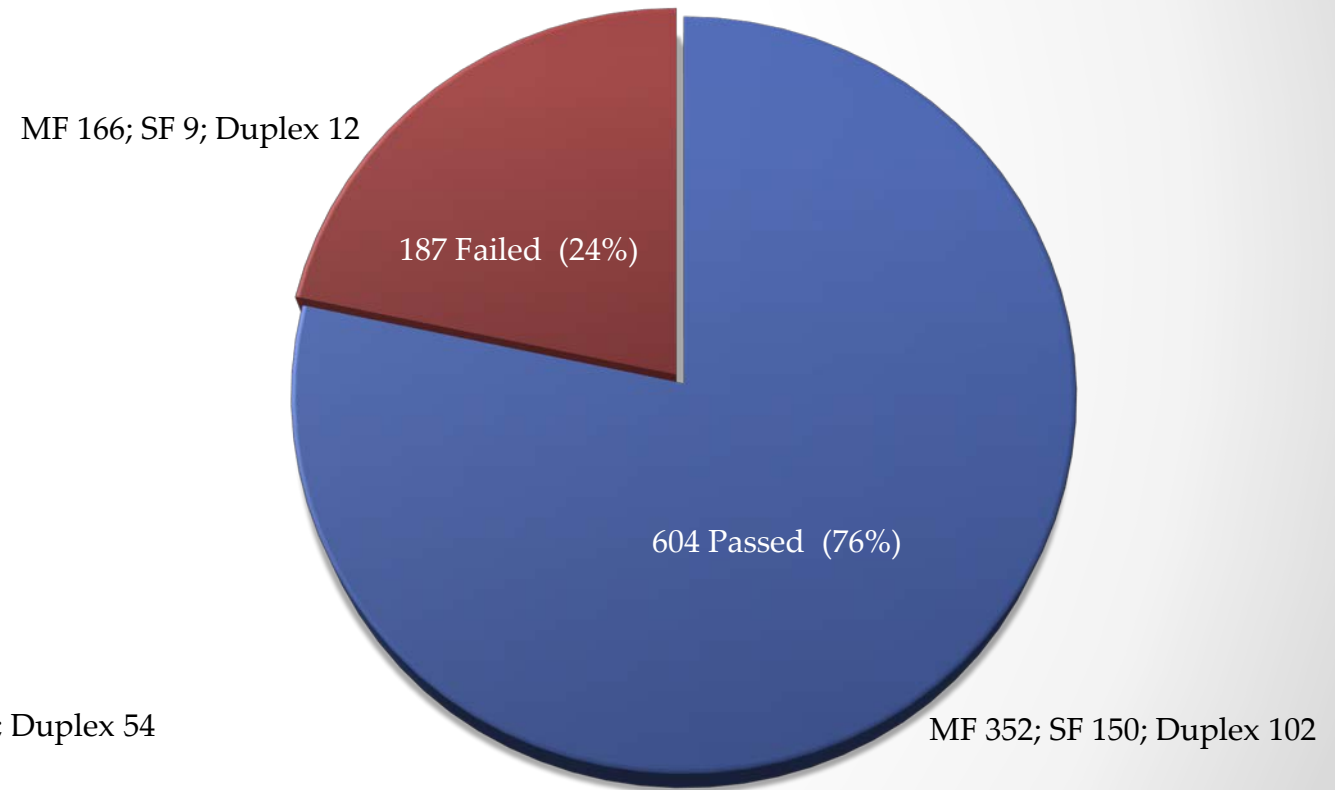
Comparison: 2018 Re-Inspections - 221

Re-Inspection Results

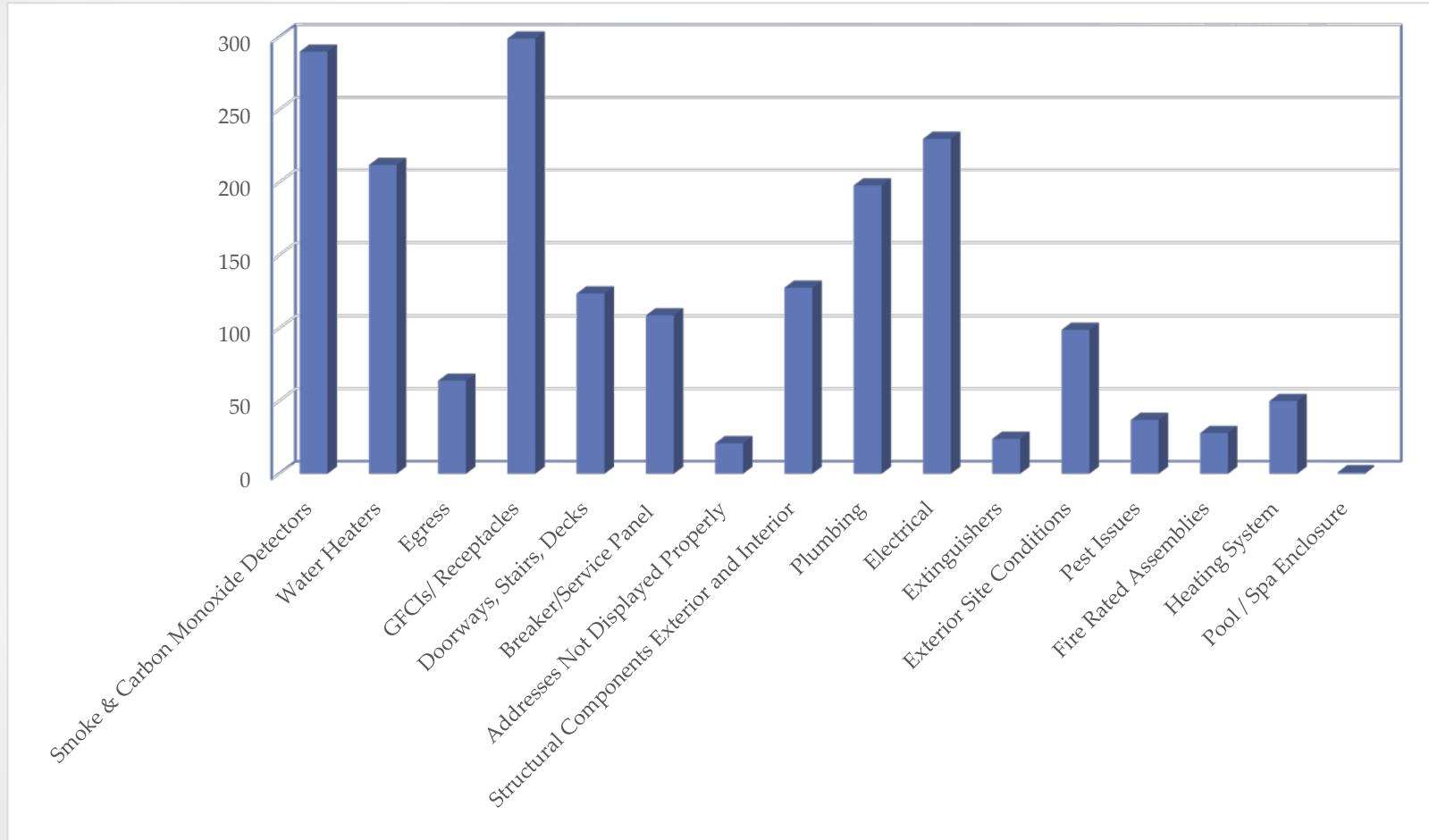
Properties Re-Inspection



Units Re-Inspection



Common Inspection Items Failed



Comparison:

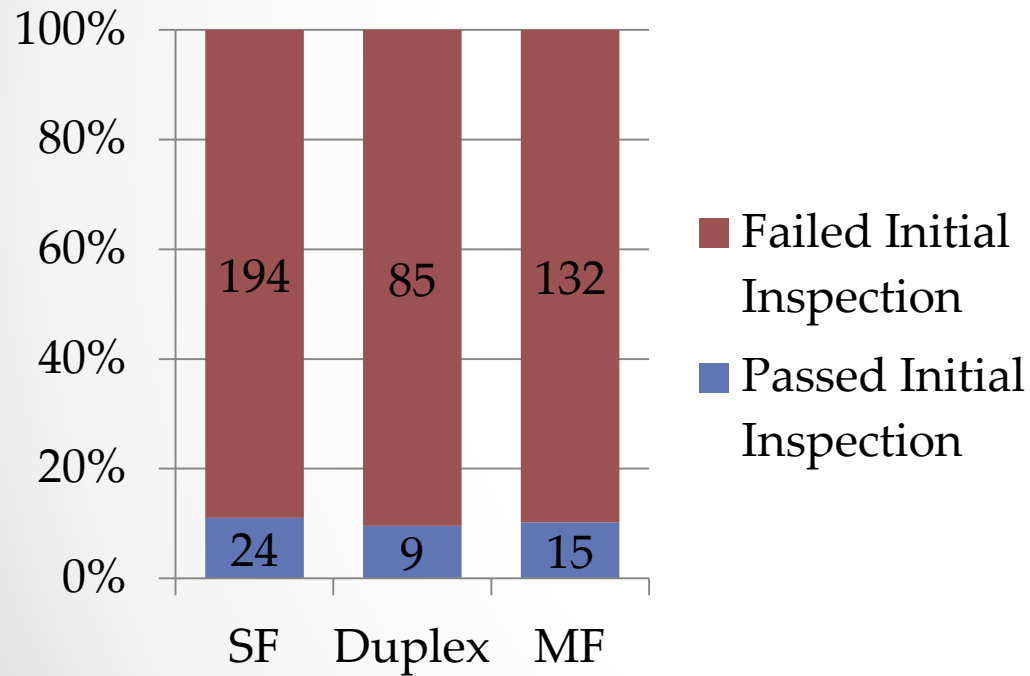
2018 Common Items Failed - 1) GFCI/Receptacles; 2) Water Heaters; 3) Smoke & CO Detectors; and 4) Electrical

Inspection Quick Facts - 2019

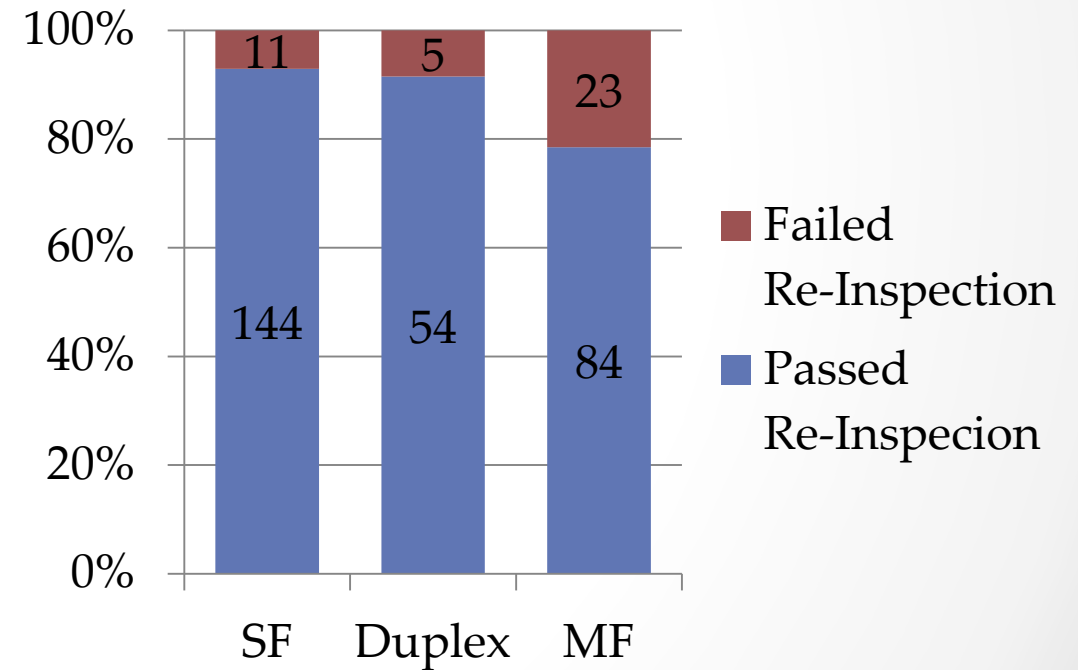
- Largest property that passed initial inspection:
56 units (Ridgewood Apts; Chicago Ave.) – Private Inspector
- Largest property that failed initial inspection:
198 units (Arbor Pointe Apts; 105th Ave. SW) – Private Inspector
- Largest property that passed re-inspection:
195 units (Forest Village Apts; Phillips Rd. SW) – City Inspector
- Largest property that failed re-inspection:
55 units (Woodlake Estates; Mt. Tacoma Dr. SW) – City Inspector

Inspection Insights - 2019

Initial Inspection Results – By Property



Re-Inspection Results – By Property



RHSP Property Improvements - 2019

- Village at Seeley Lake Apartments – 9501 59th Ave. SW (520 units)



RHSP Property Improvements - 2019

- Village at Seeley Lake Apartments – 9501 59th Ave. SW (520 units)



RHSP Property Improvements - 2019

- Hawaiian Village Apartments – 40 Thunderbird Pkwy. (99 units)



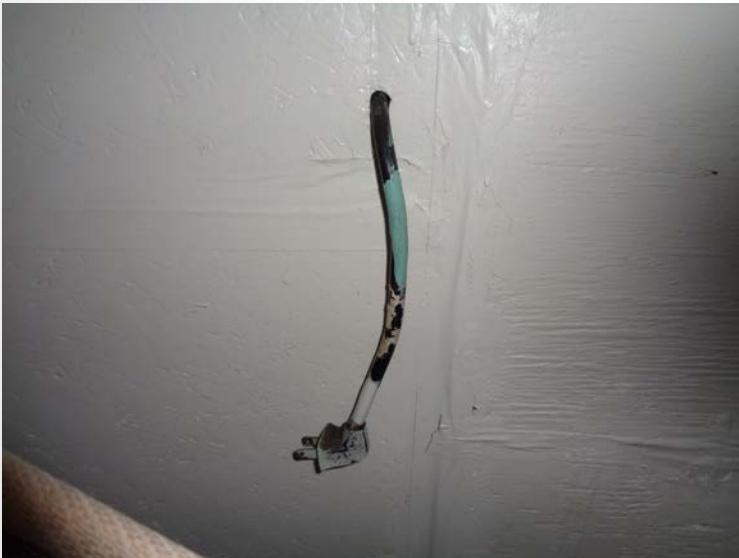
RHSP Property Improvements - 2019

- Hawaiian Village Apartments – 40 Thunderbird Pkwy. (99 units)



RHSP Property Improvements - 2019

- 8410 S. Tacoma Way (5 units)



RHSP Property Improvements - 2019

- 8410 S. Tacoma Way (5 units)



RHSP Property Improvements - 2019

- 8410 S. Tacoma Way (5 units)



RHSP Property Improvements - 2019

- 8410 S. Tacoma Way (Abandoned Contractor Yard)



RHSP Property Improvements - 2019

- 8816 34th Ave. S (SF Rental)



RHSP Property Improvements - 2019

- 9027 Meadow Rd. SW (SF Rental)



RHSP Property Improvements - 2019

- Common Repairs



Inspection of Note

- Crown Pointe – 2608 to 2704 84th St. Ct. S (77 units)



Looking Forward - 2020

- 2020 Inspection Lottery Letters Mailed – February 28, 2020
- 2020 Registration Deadline – March 31, 2020
- Enforcement of Noncompliant 2018 Properties – Begins April 2019
- Follow-Up With Properties Still Correcting Deficiencies Identified In 2018/2019 Inspections
- Continue Code Violation Triggered Inspections
- Update RHSP Portal
- Monitor Registration/Inspection Trends




QUESTIONS?



TO: Mayor and City Councilmembers

FROM: David Bugher, Assistant City Manager for Development Services,
Rafik Gindy, Building Official, and Jeff Gumm, Housing Program
Manager

THROUGH: John J. Caulfield, City Manager 

DATE: March 9, 2020 (Council Study Session)

SUBJECT: Rental Housing Safety Plan Electrical Repairs (GFCIs)

Introduction: Mayor Don Anderson has questioned the appropriateness of requiring the installation of ground fault circuit interrupters (GFCIs or GFIs) for properties subject to Ordinance No. 644, the City's residential housing safety program. Additionally, some property owners have complained about the requirement, asserting that the City is overreaching its authority.

This report explains the purpose of GFCIs, in addition to providing historical information on the use of GFCIs; reviews the current regulatory requirements for GFCIs; examines rental housing inspection findings specific to GFCIs; provides comments from the City's Building Official; closes with a recommendation.

What is GFCI?¹ A ground fault circuit interrupter (GFCI) can help prevent electrocution. If a person's body starts to receive a shock, the GFCI senses this and cuts off the power before he/she can get injured.

GFCIs are generally installed where electrical circuits may accidentally come into contact with water. They are most often found in kitchens, bath and laundry rooms, or even out-of-doors or in the garage where electric power tools might be used.

¹ NFPA 70 NEC Definition. Ground-fault circuit interceptor (GFCI) is a device intended for the protection of personnel that functions to de-energize a circuit or portion thereof within an established period of time when current ground exceeds the values established for the device. The intent of the GFCI is to protect personnel from being energized when a fault occurs. The main function is to one's health against faults in the electrical wiring not to protection against fire from electrical spark or overcharge.

While the GFCI device is designed to protect people from severe or fatal electric shocks, because it can also detect ground faults, it is possible to prevent some electrical fires and reduce the severity of other fires by interrupting the flow of electric current.

What Is A Ground Fault? According to the National Electrical Code, a “ground fault” is a conducting connection (whether intentional or accidental) between any electric conductor and any conducting material that is grounded or that may become grounded. Electricity always wants to find a path to the ground. In a ground fault, electricity has found a path to ground, but it is a path the electricity was never intended to be on, such as through a person’s body.

Because of this potential for shock, GFCI protection is used to protect human life.

How Do They Work? A GFCI constantly monitors current flowing through a circuit. The GFCI will “sense” the difference in the amount of electricity flowing into the circuit to that flowing out, even in amounts of current as small as 4 or 5 milliamps. The GFCI reacts quickly (less than one-tenth of a second) to trip or shut off the circuit.

GFCIs are designed to operate before the electricity can affect your heartbeat. Here's an example: A bare wire inside an appliance touches its metal case. The case is then charged with electricity. If you touch the appliance with one hand while another part of your body is touching a grounded metal object, such as a water faucet, you will get shocked. If the appliance is plugged into an outlet protected by a GFCI, the power will be shut off before a fatal shock can occur.

What are the types of GFCIs? There are three types of GFCIs. The most often used “receptacle-type” GFCI, similar to a common wall outlet, is the type with which most consumers are familiar. Additionally, circuit breaker GFCIs are often used as replacements for standard circuit breakers and provide GFCI protection to all receptacles on that individual circuit. Temporary or portable GFCIs are frequently used in construction and in outdoor settings with electric tools, mowers, trimmers, and similar devices.

Where should GFCIs be used? GFCIs should be installed in areas where appliances and power tools are used in close proximity to water. Tap water or wet objects are able to conduct electricity very easily and can connect your body to a ground potential, thus increasing your chances of receiving a shock from a ground fault. Appliances that have built-in GFCI protection, as now required for hair dryers, may not need additional GFCI protection, but there are still many appliances not equipped with GFCI protection.

History behind GFCIs: The circuits that require GFCI protection are designated by the National Electrical Code (NEC). The rules requiring the installation of the GFCI outlets in new construction have been expanded over the years to include more applicable locations.

Major GFCI mandates in the National Electrical Code:

1971: Required for outdoor receptacles;

- 1975: Required for bathroom receptacles;
- 1978: Required in garage wall receptacles;
- 1987: Required on countertop receptacles within six feet of kitchen sink; and required in at least one basement receptacle;
- 1990: Required in crawl spaces;
- 1993: Required within six feet of wet bar sinks;
- 1996: Required in all outdoor receptacles, including balconies; and kitchen receptacles serving countertops;
- 1999: Ground Fault Circuit Interrupter required for electric heating cables in all floors; within six feet of laundry & utility sinks;
- 2011: Required in receptacles within six feet of any sink;
- 2014: Required in receptacles within six feet of any bathtub or shower stall; required in receptacles in laundry areas; and required in receptacles or junction boxes for kitchen dishwashers

How much does it cost to install GFCIs? In the Lakewood area code, including material prices, labor, and outlet job supplies, the estimated cost to install two outlets within a residential unit, would be \$260. The National average range would be \$246 to \$294.

Regulatory Requirements: GFCIs are regulated through the adoption of two city ordinances.

KEY POINT →

1. City Ordinance No. 644, Section 5 allows the City Manager or Designee, to adopt administrative procedures consistent with Chapter 5.60, Residential Housing Safety Program (RHSP) of the Lakewood Municipal Code (LMC), and chapter 59.18 RCW.

Administrative procedures pertaining to GFCIs are found in the single family, duplex, triplex, and larger multifamily inspection checklists. Please see Attachments 1 and 2. The specific criteria:

(Electrical) Receptacles:

- All habitable spaces (i.e. spaces in structure for living, sleeping, eating or cooking) have at least two separate operable receptacles.
- Laundry rooms shall have not less than one grounding-type receptacle or a receptacle with a ground fault circuit interrupter. Every bathroom shall have at least one receptacle. All bathroom outlets and kitchen outlets within 6' of a water source shall be protected by a ground fault circuit interrupter.
- All receptacle outlets have the appropriate faceplate cover for the location.
- The dwelling unit is free of faulty electrical receptacles or switches, damaged or exposed wiring, improper wiring or improper fusing.

2. City Ordinance No. 641 which adopted by reference the 2015 International Construction Codes. The codes which regulate GFCIs have been highlighted. The codes adopted include the:
 - International Building Code (IBC);
 - International Residential Code (IRC);
 - International Existing Building Code;***
 - International Mechanical Code (IMC);
 - International Fire Code (IFC);
 - Uniform Plumbing Code (UPC);
 - International Energy Conservation Code;
 - Washington State Energy Code;
 - International Performance Code;
 - International Property Maintenance Code;
 - Current edition of the National Electrical Code, published by the National Fire Protection Association (NFPA);*** and
 - Any locally adopted amendments.

Getting into further detail, code requirements for GFCIs are found in the International Existing Building Code, Sections

- 302.2 (Additional codes)
- 302.3 (Existing materials)
- 302.4 (New and replacement materials)
- 607.1.1 (Electrical repairs, receptacles)
- 808 (Electrical).

These code sections have been excerpted in their entirety.

302.2 Additional codes. Alterations, repairs, additions and changes of occupancy to, or relocation of, existing buildings and structures shall comply with the provisions for alterations, repairs, additions and changes of occupancy or relocation, respectively, in this code and the International Energy Conservation Code, International Fire Code, International Fuel Gas Code, International Mechanical Code, Plumbing Code, International Property Maintenance Code, International Private Sewage Disposal Code, International Residential Code and NFPA 70 (National Electrical Code). Where provisions of the other codes conflict with provisions of this code, the provisions of this code shall take precedence.

302.3 Existing materials. Materials already in use in a building in compliance with requirements or approvals in effect at the time of their erection or installation shall be permitted to remain in use unless determined by the building official to be unsafe.

302.4 New and replacement materials. Except as otherwise required or permitted by this code, materials permitted by this applicable code for new construction shall be used. Like materials shall be permitted for repairs and alterations, provided no unsafe

condition is created. Hazardous materials shall not be used where the code for new construction would not permit their use in buildings of similar occupancy.

607.1.1. (Repairs) Electrical receptacles. Replacement of electrical receptacles shall comply with the requirements of Section 406.4 (D) of NFPA 70 (NEC).

808.1 New installations. All newly installed electrical equipment and wiring relating to work done in any work area shall comply with all applicable requirements of NFPA 70 except as provided for in Section 808.3.

808.3 Residential occupancies. In Group R-2 (residential), R-3 and R-4 occupancies and buildings regulated by the International Residential Code, the requirements of Sections 808.3.1 through 808.3.7 shall be applicable only to work areas located within a dwelling unit.

808.3.1 Enclosed areas. All enclosed areas, other than closets, kitchens, basements, garages, hallways, laundry areas, utility areas, storage areas and bathrooms shall have a minimum of 16 two duplex receptacle outlets or one duplex receptacle outlet and one ceiling or wall-type lighting outlet.

808.3.2 Kitchens. Kitchen areas shall have a minimum of two duplex receptacle outlets.

808.3.3 Laundry areas. Laundry areas shall have a minimum of one duplex receptacle outlet located near the laundry equipment and installed on an independent circuit.

808.3.4 Ground fault circuit interruption. Newly installed receptacle outlets shall be provided with ground fault circuit interruption as required by NFPA 70.

808.3.5 Minimum lighting outlets. At least one lighting outlet shall be provided in every bathroom, hallway, stairway, attached garage, and detached garage with electric power, and to illuminate outdoor entrances and exits.

808.3.6 Utility rooms and basements. At least one lighting outlet shall be provided in utility rooms and basements where such spaces are used for storage or contain equipment requiring service.

808.3.7 Clearance for equipment. Clearance for electrical service equipment shall be provided in accordance with the NFPA 70.

Please also read the enclosed attachment, 2014 National Electrical Code Handbook, Article 21, beginning on page 64 through page 70.

What does this mean? Under the International Existing Building Code in older buildings/structures:

- Buildings constructed after 1971 shall have GFCIs at locations required by code at the time of construction.
- Where no improvements are proposed, a property owner is not required to install GFCIs provided an evaluation is performed by an electrical contractor.
- Where a property owner is proposing alterations, repairs, additions and changes of occupancy, GFCIs are required applicable only to work areas. Otherwise, there is no code requirement to replace electrical receptacles.

KEY POINT →

However, there is an exception. If the building official determines the existing receptacles are unsafe, they shall be replaced with GFCIs. Please see second sentence, Section 302.4 New and replacement materials.

Other supporting building code sections:

IPMC 101.3 Intent. To ensure public health, safety, and welfare insofar as they are affected by continued (building) occupancy.

IPMC Section 604.3 Electrical systems hazard. Where electrical system is found to be a hazard to occupant, the code official shall require defects to be corrected.

108 Unsafe structures; 108.1.2 unsafe equipment: Electrical wiring or device condition that such equipment is a hazard to life, health, property or safety of public occupants of the premises or structures.

KEY POINT →

Under the Rental Housing Ordinance, via administrative regulation, the city requires the installation of GFCIs because the building official has determined the existing receptacles as unsafe² pursuant to the International Existing Building Code, Section 302.4.

Rental housing program analysis: FIGURE 1 shows the age of existing housing structures. Most of the city's housing was built prior to the GFCI requirement. It is likely that many of the city's older housing units have had additions/alterations that would require GFCI installation. Exact numbers, however, are unknown.

² 2015 International Existing Building Code definition for "Unsafe." Buildings, structures, or equipment that are unsanitary, or that are deficient due to inadequate means of egress facilities, inadequate light and ventilation, or that constitute a fire hazard, or in which the structure or individual structural members meet the definition of "Dangerous," or that otherwise dangerous to human life or the public welfare, or that involve illegal or improper occupancy or inadequate maintenance shall be deemed unsafe. A vacant structure that is not secured against entry shall be deemed unsafe.

FIGURE 1 Age of Housing Year structures were built (includes occupied & vacant units)				
Year Built	Lakewood	Tacoma	County	Washington
2000 or later	8%	10%	19%	17%
1980-1999	26%	19%	32%	31%
1950 -1979	57%	35%	34%	35%
Before 1950	9%	36%	15%	16%
Source: 2009-2013 American Community Survey				

TABLE 1 shows common rental housing failures. Electrical violations combined: GFCIs; the breaker or service panel; and general electrical failures, account for 31 and 29 percent of all failures in 2018 and 2019, respectively. The number of GFCIs failures in 2019 are significantly less than in 2018.

KEY POINT →

An interesting item that came to the city's attention during the inspection process was that some units, based on their age of construction, did not have GFCIs when they should have been installed. Historically, the requirements for GFCIs have been under considerable change through the 1970s, 1980s, and 1990s. It is to be expected that the GFCI requirement was missed in the plan review and inspection process, or a project vested prior to a new requirement being codified, or to save on replacement costs, the GFCI receptacle was replaced with a non-GFCI receptacle.

TABLE 1 Common Rental Failures 2018 & 2019		
Description	2018	2019
Smoke & carbon monoxide detectors	360	291
Water heaters	386	213
Egress	64	64
GFCIs	442	300
Doors, doorways, stairs, decks	103	125
Breaker/service panel	147	109
Addressing	28	21
Exterior structural	180	128
Plumbing	186	200
Electrical	249	230
Extinguishers	10	25
Exterior site conditions	70	99
Insect/pests	34	38
Fire rated assemblies	63	28
Heating system	41	50

TABLE 1 Common Rental Failures 2018 & 2019		
Description	2018	2019
Pool/spa	2	1
Other	288	288
Uninhabitable	11	15

Other cities with rental housing programs, do they require installation of GFCIs? Online inspection checklists were review for those cities that have rental housing programs. Bellingham, Seattle, and Kent do not require the installation of GFCIs. Tukwila and Pasco require GFCIs.

To Summarize:

- Lakewood has older residential units that may not have GFCIs.
- Based on inspections, some residential units that should have GFCIs, do not.
- For cities with rental housing programs, the requirements for GFCIs vary.
- The Rental Housing ordinance allows city staff to promulgate rental housing administrative regulations.
- One of administrative regulations is the requirement to install GFCIs; this regulation is a higher standard than what is required in the adopted building code.
- The higher standard is supported by the building official who has chosen to err on the side of public safety. If, however, the Council does not agree with the building official, that the city is exceeding its authority, then direct the city manager to amend the current administrative policy, although this is not recommended, again, for reasons of public safety.

Attachments:

Lakewood RHSP SFR/Duplex Checklist
 Lakewood RHSP Multifamily Checklist, Part 1
 Lakewood RHSP Multifamily Checklist, Part 2
 Excerpt from the 2014 National Electrical Code Handbook



RENTAL HOUSING SAFETY PROGRAM INSPECTION CHECKLIST

City of Lakewood, Community Development Department
6000 Main Street SW, Lakewood, WA 98499
Telephone: (253) 589-2489 Fax: (253) 983-2661

Single
Family/
Duplex
Checklist

Rental Property Address: <div style="border: 1px solid black; height: 20px; width: 100%;"></div>	Owner Name: <div style="border: 1px solid black; height: 20px; width: 100%;"></div>
Rental Property Contact (Name & Phone #): <div style="border: 1px solid black; height: 20px; width: 100%;"></div>	Rental Property Registration Number: <div style="border: 1px solid black; height: 20px; width: 100%;"></div>
Inspector: <div style="border: 1px solid black; height: 20px; width: 100%;"></div>	Date and Time of Inspection: <div style="border: 1px solid black; height: 20px; width: 100%;"></div>

Note: A box checked with pass requires no action; a box checked with fail denotes a deficiency or an aspect of the property requiring corrective action. Failed items with an asterisk (*) and in bold face are deemed life-safety items and must be corrected and pass re-inspection within 10 days; all other failed items must pass re-inspection within 60 days. All items must pass to receive a Certificate of Compliance.

Type of Inspection		<input type="checkbox"/> Initial	<input type="checkbox"/> Re-Inspection
1.	EXTERIOR SITE CONDITIONS		
		Pass	Fail
1.1.	Address: Units shall have the house or unit number clearly displayed on the front or side facing the street. Numbers shall be not less than 4" in height and minimum stroke width of 0.5".	<input type="checkbox"/>	<input type="checkbox"/>
1.2.	Exterior Site: Exterior property areas and premises shall be maintained in a clean, safe, and sanitary condition. All areas shall be free from garbage, debris, or conditions that would endanger the health and safety of the residents.	<input type="checkbox"/>	<input type="checkbox"/>
1.3.	Motor Vehicles: Property remains free of inoperable or apparently inoperable vehicles.	<input type="checkbox"/>	<input type="checkbox"/>
1.4.	Exhaust Vents: Pipes, ducts, conductors, fans or blowers shall not discharge gases, steam, vapor, hot air, grease, smoke, odors or other gaseous or particulate wastes directly upon abutting or adjacent public/private property or that of another tenant(s).	<input type="checkbox"/>	<input type="checkbox"/>
1.5.	Accessory Structures: Accessory structures, including detached garages, fences and walls, shall be maintained structurally sound and in good repair.	<input type="checkbox"/>	<input type="checkbox"/>
1.6.	Defacement of Property: Property remains free of graffiti or other markings.	<input type="checkbox"/>	<input type="checkbox"/>
1.7.	Grounds Maintenance: Property and surrounding landscape properly maintained and kept free of noxious weeds and overgrown vegetation.	<input type="checkbox"/>	<input type="checkbox"/>
1.8.	Exterior Walkways: Walkways are free of excessively cracked or crumbly concrete, or other condition(s) that cause the walkway to be unsafe for tenant(s) use. Cracks larger than 3/8" in height differential of slopes listing more than 2% are considered unsafe.	<input type="checkbox"/>	<input type="checkbox"/>
1.9.	Driveway/Parking: All driveways and parking spaces are maintained in good repair and are free from hazards.	<input type="checkbox"/>	<input type="checkbox"/>
1.10.	Drainage: The property is free of improper drainage causing excessive pooling or ponding. Drainage is maintained so as not to cause soil saturation detrimental to structures and lot usage.	<input type="checkbox"/>	<input type="checkbox"/>
1.11.	*Garbage Disposal: Property has adequate refuse removal for tenant(s). Garbage or rubbish shall not accumulate outside of trash receptacles.	<input type="checkbox"/>	<input type="checkbox"/>
1.12.	*Rodents, Vermin or Insects: The property is free of infestation of rodents, vermin, insects, or other pests.	<input type="checkbox"/>	<input type="checkbox"/>
Comments or Corrective Actions: <div style="border-bottom: 1px solid black; height: 20px; width: 100%;"></div>			
2.	EXTERIOR BUILDING CONDITIONS		
		Pass	Fail



RENTAL HOUSING SAFETY PROGRAM INSPECTION CHECKLIST

City of Lakewood, Community Development Department
6000 Main Street SW, Lakewood, WA 98499
Telephone: (253) 589-2489 Fax: (253) 983-2661

Single
Family/
Duplex
Checklist

2.1.	Exterior Surfaces: Exterior surfaces (other than decay-resistant woods) are protected from the elements and decay by means of protective covering or treatment. Exterior surfaces are maintained in good repair, and are structurally sound and water tight.	<input type="checkbox"/>	<input type="checkbox"/>
2.2.	Foundation: Foundation is structurally sound, free of open cracks and breaks, is firmly supported and plumb, and is kept in a condition that prevents entry by rodents or other pests.	<input type="checkbox"/>	<input type="checkbox"/>
2.3.	*Structural Components/Members: Structural components/members are structurally sound, free of deterioration, are properly anchored, and are capable of safely supporting imposed live and dead loads.	<input type="checkbox"/>	<input type="checkbox"/>
2.4.	*Exterior Walls: Exterior walls are maintained in a safe and sound condition, protected from deterioration, are weatherproof and water tight, and are free of holes, breaks, and loose or rotting materials.	<input type="checkbox"/>	<input type="checkbox"/>
2.5.	*Roofs and Drainage: The roof and flashing is sound, water tight, and does not have defects that admit rain. Roof drainage is adequate to prevent dampness or deterioration in the walls or interior portion of the structure. Roof drains, gutters, and downspouts are maintained in good repair. Roof water is not to be discharged in a manner that creates a public nuisance.	<input type="checkbox"/>	<input type="checkbox"/>
2.6.	*Decorative Features & Overhang Extensions: Decorative features and overhangs are maintained and in good repair with proper anchorage and in safe condition.	<input type="checkbox"/>	<input type="checkbox"/>
2.7.	*Windows and Skylights: Every window and skylight is in sound condition, good repair and weather tight. Openable windows are easily openable and capable of being held in position by widow hardware. All glazing is free of cracks or holes. Note: If unmodified, glazing shall be in conformance with installation and location standards in place at the time of construction.	<input type="checkbox"/>	<input type="checkbox"/>
2.8.	*Doors: Every door is in sound condition, good repair and weather tight. Glazing in doors shall be free of cracks or holes. Doors with locks are easily operable and secure the door tightly. Doors providing access/egress to a dwelling unit are equipped with a deadbolt lock designed to be readily openable from the side from which egress is to be made without need for keys, special knowledge or effort, except where the door hardware conforms to that permitted by the International Residential Code. Note: If unmodified, glazing shall be in conformance with installation and location standards in place at the time of construction.	<input type="checkbox"/>	<input type="checkbox"/>
2.9.	*Stairs and Decks: Every exterior stairway, deck, porch, balcony, and all appurtenances attached thereto, are maintained structurally sound, in good repair, with proper anchorage, and capable of supporting the imposed loads. Components are complete and adequately protected from decay.	<input type="checkbox"/>	<input type="checkbox"/>
2.10.	*Handrails and Guards: Every exterior handrail and guard is firmly fastened and capable of supporting normally imposed loads and is maintained in good condition. Components are complete and adequately protected from decay. Every stair that has more than four risers shall have a handrail on one side of the stair and every portion of stair, landing, balcony, porch, deck, ramp or other walking surface that in more than 30" above the floor or grade shall have guards. Rails and guards shall comply with the code in place at time of construction. Note: If modified, rails and guards shall comply with typical standards: Rails- 34-38" in height measured vertically above the nosing of the tread or finished floor of the landing or walking surface; Guards- not less than 36" in height measured above the floor or walking surface.	<input type="checkbox"/>	<input type="checkbox"/>
2.11.	Chimney: <input type="checkbox"/> Not Present Chimneys or similar appurtenances are maintained structurally safe and sound, and in good repair.	<input type="checkbox"/>	<input type="checkbox"/>
Comments or Corrective Actions: _____			
3. MEANS OF EGRESS			
		Pass	Fail
3.1.	*Egress: A safe, continuous and unobstructed path of travel is provided from any point in building or structure to an egress door without traveling through a garage. The egress door shall have a clear width of not less than 32" and height not less than 78" and shall open to the public way. Means of egress shall comply with the International Fire Code.	<input type="checkbox"/>	<input type="checkbox"/>



RENTAL HOUSING SAFETY PROGRAM INSPECTION CHECKLIST

City of Lakewood, Community Development Department
6000 Main Street SW, Lakewood, WA 98499
Telephone: (253) 589-2489 Fax: (253) 983-2661

Single
Family/
Duplex
Checklist

3.2.	*Emergency Escape Openings: Basements, habitable attics and sleeping rooms shall have not less than one operable emergency escape and rescue opening. Required emergency escape openings shall be maintained in accordance with the code in effect at the time of construction and shall be in accordance with the International Existing Building Code. Emergency escape and rescue openings shall be operational from the inside of the room without the use of keys or tools. Bars, grilles, grates or similar devices permitted provided the minimum net clear opening complies with the code in effect at time of construction and such devices are releasable or removable from interior without use of key, tool or force greater than that required for normal operation. Emergency openings shall have a net clear opening of 5.7 sf with a minimum height of 24" and minimum width of 20" (openings at grade or below grade shall be allowed a net clear opening of 5 sf). Window wells shall have a horizontal projection and width no less than 36" in either direction and shall be equipped with a permanently affixed compliant ladder if depth exceeds 44".	<input type="checkbox"/>	<input type="checkbox"/>
Comments or Corrective Actions: _____			
4. INTERIOR BUILDING CONDITIONS			
		Pass	Fail
4.1.	*Structural Components/Members: Structural components/members are structurally sound, free of deterioration, are properly anchored, and are capable of safely supporting the imposed loads.	<input type="checkbox"/>	<input type="checkbox"/>
4.2.	Interior Surfaces: Interior surfaces, including windows and doors, are maintained in good, clean and sanitary condition. The interior is free of peeling/chipping, flaking or abraded paint; loose or damaged plaster/sheetrock; decayed wood or other defective surface conditions present that would exceed a combined 4 sf.	<input type="checkbox"/>	<input type="checkbox"/>
4.3.	*Stairs and Walking Surfaces: Every stair, ramp, landing, balcony, porch or other walking surface is maintained in sound condition and good repair.	<input type="checkbox"/>	<input type="checkbox"/>
4.4.	*Handrails and Guards: Every handrail and guard is firmly fastened and capable of supporting normally imposed loads and is maintained in good condition. Handrail and guard shall comply with height and location as specified above in Exterior Building Conditions, Article 2.10.	<input type="checkbox"/>	<input type="checkbox"/>
4.5.	Interior Doors: Every interior door is fit reasonably well within its frame and be capable of being opened and closed by being properly and securely attached to jambs, headers or tracks as intended by the manufacturer of the attachment hardware.	<input type="checkbox"/>	<input type="checkbox"/>
4.6.	*Ventilation: All habitable spaces and bathrooms have not less than one openable window that complies with the International Property Maintenance Code (IPMC). Bathrooms and kitchens may comply with the ventilation requirements through the use of mechanical ventilation, provided the mechanical system is operational and is discharged to the outdoors and not recirculated. Clothes dryer exhaust ventilation are installed independent of other systems and vent directly to the exterior.	<input type="checkbox"/>	<input type="checkbox"/>
4.7.	Lighting: All habitable rooms have not less than one window facing directly to the outside or to a court. All spaces shall be provided with natural or artificial light sufficient to permit the maintenance of sanitary conditions, and the safe occupancy of the space and utilization of the appliances, equipment and fixtures. Note: Windows not required in rooms unmodified from their original construction; in bathrooms and kitchens provided the room has an artificial light source and ventilation in accordance with Article 4.6; or in rooms lacking exterior wall access.	<input type="checkbox"/>	<input type="checkbox"/>
4.8.	*Fire-Resistance-Rated Assemblies (including Opening Protectives): Required fire-resistance rating of fire-resistance-rated walls, fire stops, shaft enclosures, partitions and floors are maintained and in good, operable condition.	<input type="checkbox"/>	<input type="checkbox"/>
4.9.	*Smoke Detectors: Smoke detectors must be installed in the following locations: 1) On the ceiling or wall outside each separate sleeping area in the immediate vicinity of bedrooms; 2) in each room used for sleeping purposes; and 3) in each story, including basements but not including crawl space and uninhabited attics. Smoke detectors to be maintained in good working order. Note: Individual smoke detectors are not required were a building fire alarm system is installed and properly maintained in accordance with Section 907 of the International Fire Code.	<input type="checkbox"/>	<input type="checkbox"/>



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Single
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Duplex
Checklist

4.10.	*Carbon Monoxide Detectors: Carbon monoxide detectors must be installed in the hallway centrally located outside all sleeping areas and shall be maintained in good working order.	<input type="checkbox"/>	<input type="checkbox"/>
4.11.	*Rodents, Vermin or Insects: The property is maintained so as to be free from infestation of rodents, vermin, insects or other pests.	<input type="checkbox"/>	<input type="checkbox"/>

Comments or Corrective Actions:

5. ROOM SIZE/REQUIREMENTS

		Pass	Fail
5.1.	Minimum Room Width/Height: Width- All habitable rooms, other than a kitchen, shall be not less than 7' in any dimension. Kitchens shall have a minimum clear passageway of 3' between counterfronts and appliances or counterfronts and walls. Height- All habitable spaces, hallways, corridors, laundry areas, bathrooms, toilet rooms, and habitable basement areas shall have a minimum clear ceiling height of 7'. Note: If room(s) remains unmodified from original construction, minimum room dimension may comply with code in place at time of construction. Additional exemptions provided under Article 404.3 of the IPMC; Efficiency/Studio unit exemptions provided under Article 404.6 of the IPMC.	<input type="checkbox"/>	<input type="checkbox"/>
5.2.	Room Area: Every living room shall not contain less than 120 sf and every bedroom not less than 70 sf. Note: If room(s) remains unmodified from original construction, minimum room size may comply with code in place at time of construction.	<input type="checkbox"/>	<input type="checkbox"/>
5.3.	*Prohibited Use: Kitchens and nonhabitable spaces are not being used for sleeping purposes.	<input type="checkbox"/>	<input type="checkbox"/>
5.4.	*Food Preparation: All spaces used for food preparation contain suitable space and equipment to store, prepare and serve foods in a sanitary manner.	<input type="checkbox"/>	<input type="checkbox"/>

Comments or Corrective Actions:

6. HEATING & PLUMBING SYSTEMS

		Pass	Fail
6.1.	*Heat Source: Dwelling is provided with heating facilities capable of maintaining a room temperature of 68°F in all habitable rooms, bathrooms, and toilet rooms. Cooking appliances and portable unvented fuel-burning space heaters are not to be used as a means to provide required heating.	<input type="checkbox"/>	<input type="checkbox"/>
6.2.	*Fuel-burning Appliances: Any gas, wood, or fuel-burning appliance is of an approved type, properly installed, has gas shutoff valve within 3' of appliance, and maintained in safe working order.	<input type="checkbox"/>	<input type="checkbox"/>
6.3.	*Plumbing Connection: Every plumbing fixture is properly connected to either a public water system or to an approved private water system, and to either a public sewer system or and approved private sewage disposal system.	<input type="checkbox"/>	<input type="checkbox"/>
6.4.	*Plumbing Lines: All plumbing supply lines, waste lines, sewer lines, venting and plumbing stacks are functioning properly and are free from obstructions, leaks, or defects.	<input type="checkbox"/>	<input type="checkbox"/>
6.5.	*Plumbing Fixtures: Dwelling unit has its own shower or bathtub, lavatory, water closet and kitchen sink. Lavatory is placed in the same room as the water closet or located in close proximity to the door leading directly into the room containing the water closet.	<input type="checkbox"/>	<input type="checkbox"/>
6.6.	*Plumbing Fixtures: All plumbing fixtures, devices and appurtenances are functioning properly and have sufficient volume of water to function as designed. All fixtures are maintained in a safe and sanitary condition.	<input type="checkbox"/>	<input type="checkbox"/>
6.7.	*Water Closet Accessibility: Every bedroom has access to at least one water closet and one lavatory without passing through another bedroom.	<input type="checkbox"/>	<input type="checkbox"/>



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- 6.8. ***Water Heating Facilities:**
Water heating facilities are properly installed, seismically secured (*seismically secured*- anchored or strapped in upper one-third and lower one-third of appliance), and maintained and capable of providing an adequate amount of water to be drawn at every required sink, lavatory, bathtub, shower and laundry facility at a minimum temperature of 110° F and maximum temperature of 120° F. An approved combination temperature and pressure-relief valve and relief valve discharge pipe (vented to outside to within 6" of ground, where required) shall be properly installed and maintained on all water heaters. Gas-burning water heaters shall not be located in any bathroom, toilet room, bedroom or other occupied room normally kept closed, unless adequate combustion air is provided. Water heaters with an ignition source, where installed in a garage, shall have the ignition source elevated not less than 18" above floor (*ignition source*- flame, spark or hot surface capable of igniting flammable vapors or fumes).

☐☐

Comments or Corrective Actions:

7. ELECTRICAL SYSTEMS

- | | Pass | Fail |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------|--------------------------|
| 7.1. *Service:
The dwelling unit is served by a three-wire, 120/240 volt, single-phase electrical service having a minimum rating of 60 amperes. The electrical service panel is clearly marked, has a protective face plate with no exposed knockouts or missing breakers/fuses, is clear of obstructions a minimum of 30" in front of panel, and is not located inside a closet. | <input type="checkbox"/> | <input type="checkbox"/> |
| 7.2. Receptacles:
All habitable spaces (i.e. spaces in structure for living, sleeping, eating or cooking) have at least two separate operable receptacles. | <input type="checkbox"/> | <input type="checkbox"/> |
| 7.3. Receptacles:
Laundry rooms shall have not less than one grounding-type receptacle or a receptacle with a ground fault circuit interrupter. Every bathroom shall have at least one receptacle. All bathroom outlets and kitchen outlets within 6' of a water source shall be protected by a ground fault circuit interrupter. | <input type="checkbox"/> | <input type="checkbox"/> |
| 7.4. *Receptacles:
All receptacle outlets have the appropriate faceplate cover for the location. | <input type="checkbox"/> | <input type="checkbox"/> |
| 7.5. *Electrical Hazards:
The dwelling unit is free of faulty electrical receptacles or switches, damaged or exposed wiring, improper wiring or improper fusing. | <input type="checkbox"/> | <input type="checkbox"/> |
| 7.6. *Electrical Hazards:
Flexible or extension cords are not used for permanent wiring, or for running through doors, windows, or cabinets, or concealed within walls, floors, or ceilings. | <input type="checkbox"/> | <input type="checkbox"/> |
| 7.7. *Luminaires:
Every hallway, interior stairway, toilet room, kitchen, bathroom, laundry room, boiler room and furnace room has not less than one operable electric luminaire. All habitable rooms must have an operable electric luminaire; bedrooms may have two outlets in place of luminaire. | <input type="checkbox"/> | <input type="checkbox"/> |

Comments or Corrective Actions:

8. FIRE SAFETY

- | | Pass | Fail |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------|--------------------------|
| 8.1. *Storage of Fueled Equipment:
Fueled equipment is not stored, operated or repaired within the building; except in rooms constructed for such use or where approved by the fire code official and the fuel capacity does not exceed 10 gallons and the building is equipped throughout with an automatic sprinkler system. | <input type="checkbox"/> | <input type="checkbox"/> |
| 8.2. *Storage of Fueled Equipment:
Vehicles powered by flammable liquids, Class II combustible liquids or compressed flammable gases are not stored within the living space. | <input type="checkbox"/> | <input type="checkbox"/> |

Comments or Corrective Actions:

9. SWIMMING POOLS, SPAS AND HOT TUBS

☐ Not Applicable

☐☐



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Single
Family/
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9.1.	General: Pools, spas and hot tubs are maintained in a clean and sanitary condition, and in good repair.	<input type="checkbox"/>	<input type="checkbox"/>
9.2.	*Enclosures: Pools containing more than 24" in depth are completely surrounded by a fence or barrier not less than 48" in height above the finished ground level measured on the side of the barrier away from the pool. Gates are self-closing and self-latching (gate shall positively close and latch when released from an open position of 6" from the gatepost). Where self-latching device is less than 54" above the bottom of the gate, the releasing mechanism shall be located on the pool side of the gate. Hot tub or spa shall be equipped with a cover that complies with ASTM F 1346.	<input type="checkbox"/>	<input type="checkbox"/>
9.3.	Luminaires: Pool and spa luminaires over 15 V shall have ground fault circuit interrupter protection.	<input type="checkbox"/>	<input type="checkbox"/>
Comments or Corrective Actions: _____			

INSPECTION RESULT	
<input type="checkbox"/> Pass	<input type="checkbox"/> Fail – Corrections Needed
<input type="checkbox"/> Re-Inspection Not Required	<input type="checkbox"/> Re-Inspection Required By _____ (date)
Comments: _____	
<input type="checkbox"/> Uninhabitable	A structure/building shall be considered uninhabitable if it meets the following definition: <i>IBC [A] 116.1 Conditions. Structures or equipment that are or hereby become unsafe, insanitary or deficient because of inadequate light and ventilation, or that constitute a fire hazard, or are otherwise dangerous to human life or the public welfare, or that involve illegal or improper occupancy or inadequate maintenance.</i> Note: A structure/building that is determined to be uninhabitable is required to be inspected by the City of Lakewood Building Department.

Certification of Inspection: By my signature, I certify that I have personally inspected this property and that this dwelling ☐ does ☐ does not comply with the standards set forth in the City of Lakewood Rental Housing Safety Inspection Program as authorized by LMC 5.60. I also understand that knowingly submitting a falsified certificate of inspection is a gross misdemeanor punishable with a fine up to five thousand dollars (\$5,000). I hereby certify under penalty of perjury under the laws of the State of Washington that the foregoing is true and correct.

Inspector Signature

Date and Place of Signature

Submittal of Inspection: By my signature, I certify that I am authorized to submit the information provided in this checklist to the City of Lakewood in accordance with the City of Lakewood Rental Housing Safety Inspection Program as authorized by LMC 5.60. I understand this rental property must comply with all the provisions of the Rental Housing Safety Inspection Program and that I will be required to submit a certificate of inspection no later than once every five years for this property. I also understand that knowingly submitting a falsified certificate of inspection is a gross misdemeanor punishable with a fine up to five thousand dollars (\$5,000). I hereby certify under penalty of perjury under the laws of the State of Washington that the foregoing is true and correct.

Owner/Designated Manager Signature

Date and Place of Signature



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Permit and Inspection May Be Required

Note: Correction of failed inspection items involving electrical, plumbing, mechanical or structural systems and their components may require permit. Please verify with your utilities provider for electrical and gas repairs and the City of Lakewood Building Department for mechanical, heating or structural repairs if a permit is necessary.



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Multi-Family
Checklist
(triplex & larger)

Part 1 -
General Property
& Common Areas

Rental Property Address: <input type="text"/>	Owner Name: <input type="text"/>
Rental Property Contact (Name & Phone #): <input type="text"/>	Rental Property Registration Number: <input type="text"/>
Inspector: <input type="text"/>	Date and Time of Inspection: <input type="text"/>
	Total # of Units: <input type="text"/>

Note: A box checked with pass requires no action; a box checked with fail denotes a deficiency or an aspect of the property requiring corrective action. Failed items with an asterisk (*) and in bold face are deemed life-safety items and must be corrected and pass re-inspection within 10 days; all other failed items must pass re-inspection within 60 days. All items must pass to receive a Certificate of Compliance.

Type of Inspection	<input type="checkbox"/> Initial	<input type="checkbox"/> Re-Inspection
1. EXTERIOR SITE CONDITIONS		
	Pass	Fail
1.1. Address: Units shall have the house or unit number clearly displayed on the front or side facing the street. Numbers shall be not less than 4" in height and minimum stroke width of 0.5".	<input type="checkbox"/>	<input type="checkbox"/>
1.2. Exterior Site: Exterior property areas and premises shall be maintained in a clean, safe, and sanitary condition. All areas shall be free from garbage, debris, or conditions that would endanger the health and safety of the residents.	<input type="checkbox"/>	<input type="checkbox"/>
1.3. Motor Vehicles: Property remains free of inoperable or apparently inoperable vehicles.	<input type="checkbox"/>	<input type="checkbox"/>
1.4. Exhaust Vents: Pipes, ducts, conductors, fans or blowers shall not discharge gases, steam, vapor, hot air, grease, smoke, odors or other gaseous or particulate wastes directly upon abutting or adjacent public/private property or that of another tenant(s).	<input type="checkbox"/>	<input type="checkbox"/>
1.5. Accessory Structures: Accessory structures, including detached garages, fences and walls, shall be maintained structurally sound and in good repair.	<input type="checkbox"/>	<input type="checkbox"/>
1.6. Defacement of Property: Property remains free of graffiti or other markings.	<input type="checkbox"/>	<input type="checkbox"/>
1.7. Grounds Maintenance: Property and surrounding landscape properly maintained and kept free of noxious weeds and overgrown vegetation.	<input type="checkbox"/>	<input type="checkbox"/>
1.8. Exterior Walkways: Walkways are free of excessively cracked or crumbly concrete, or other condition(s) that cause the walkway to be unsafe for tenant(s) use. Cracks larger than 3/8" in height differential of slopes listing more than 2% are considered unsafe.	<input type="checkbox"/>	<input type="checkbox"/>
1.9. Driveway/Parking: All driveways and parking spaces are maintained in good repair and are free from hazards.	<input type="checkbox"/>	<input type="checkbox"/>
1.10. Drainage: The property is free of improper drainage causing excessive pooling or ponding. Drainage is maintained so as not to cause soil saturation detrimental to structures and lot usage.	<input type="checkbox"/>	<input type="checkbox"/>
1.11. *Garbage Disposal: Property has adequate refuse removal for tenant(s). Garbage or rubbish shall not accumulate outside of trash receptacles.	<input type="checkbox"/>	<input type="checkbox"/>
1.12. *Rodents, Vermin or Insects: The property is free of infestation of rodents, vermin, insects, or other pests.	<input type="checkbox"/>	<input type="checkbox"/>
Comments or Corrective Actions: 		
2. EXTERIOR BUILDING CONDITIONS		
	Pass	Fail



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Multi-Family
Checklist
(triplex & larger)

Part 1 -
General Property
& Common Areas

2.1.	Exterior Surfaces: Exterior surfaces (other than decay-resistant woods) are protected from the elements and decay by means of protective covering or treatment. Exterior surfaces are maintained in good repair, and are structurally sound and water tight.	<input type="checkbox"/>	<input type="checkbox"/>
2.2.	Foundation: Foundation is structurally sound, free of open cracks and breaks, is firmly supported and plumb, and is kept in a condition that prevents entry by rodents or other pests.	<input type="checkbox"/>	<input type="checkbox"/>
2.3.	*Structural Components/Members: Structural components/members are structurally sound, free of deterioration, are properly anchored, and are capable of safely supporting imposed live and dead loads.	<input type="checkbox"/>	<input type="checkbox"/>
2.4.	*Exterior Walls: Exterior walls are maintained in a safe and sound condition, protected from deterioration, are weatherproof and water tight, and are free of holes, breaks, and loose or rotting materials.	<input type="checkbox"/>	<input type="checkbox"/>
2.5.	*Roofs and Drainage: The roof and flashing is sound, water tight, and does not have defects that admit rain. Roof drainage is adequate to prevent dampness or deterioration in the walls or interior portion of the structure. Roof drains, gutters, and downspouts are maintained in good repair. Roof water is not to be discharged in a manner that creates a public nuisance.	<input type="checkbox"/>	<input type="checkbox"/>
2.6.	*Decorative Features & Overhang Extensions: Decorative features and overhangs are maintained and in good repair with proper anchorage and in safe condition.	<input type="checkbox"/>	<input type="checkbox"/>
2.7.	*Windows and Skylights: Every window and skylight is in sound condition, good repair and weather tight. Openable windows are easily openable and capable of being held in position by widow hardware. All glazing is free of cracks or holes. Every openable basement window shall be protected against entry of rodents. Note: If unmodified, glazing shall be in conformance with installation and location standards in place at the time of construction.	<input type="checkbox"/>	<input type="checkbox"/>
2.8.	*Doors: Every door is in sound condition, good repair and weather tight. Glazing in doors shall be free of cracks or holes. Doors with locks are easily operable and secure the door tightly. Doors providing access/egress to a dwelling unit are equipped with a deadbolt lock designed to be readily openable from the side from which egress is to be made without need for keys, special knowledge or effort, except where the door hardware conforms to that permitted by the International Building Code. Note: If unmodified, glazing shall be in conformance with installation and location standards in place at the time of construction.	<input type="checkbox"/>	<input type="checkbox"/>
2.9.	*Stairs and Decks: Every exterior stairway, deck, porch, balcony, and all appurtenances attached thereto, are maintained structurally sound, in good repair, with proper anchorage, and capable of supporting the imposed loads. Components are complete and adequately protected from decay.	<input type="checkbox"/>	<input type="checkbox"/>
2.10.	*Handrails and Guards: Every exterior handrail and guard is firmly fastened and capable of supporting normally imposed loads and is maintained in good condition. Components are complete and adequately protected from decay. Every stair that has more than four risers shall have a handrail on one side of the stair and every portion of stair, landing, balcony, porch, deck, ramp or other walking surface that in more than 30" above the floor or grade shall have guards. Rails and guards shall comply with the code in place at time of construction. Note: If modified, rails and guards shall comply with typical standards: Rails- 34-38" in height measured vertically above the nosing of the tread or finished floor of the landing or walking surface; Guards- not less than 42" in height measured above the floor or walking surface.	<input type="checkbox"/>	<input type="checkbox"/>
2.11.	Chimney: <input type="checkbox"/> Not Present Chimneys or similar appurtenances are maintained structurally safe and sound, and in good repair.	<input type="checkbox"/>	<input type="checkbox"/>

Comments or Corrective Actions:

3. MEANS OF EGRESS

		Pass	Fail
3.1.	*Egress: A safe, continuous an unobstructed path of travel is provided from any point in building or structure to the public way. Means of egress shall comply with the International Fire Code. Aisles shall comply with the International Fire Code and shall be unobstructed.	<input type="checkbox"/>	<input type="checkbox"/>



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Multi-Family
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Part 1 -
General Property
& Common Areas

3.2.	*Emergency Escape Openings: Required emergency escape openings shall be maintained in accordance with the code in effect at the time of construction and shall be in accordance with the International Existing Building Code. Emergency escape and rescue openings shall be operational from the inside of the room without the use of keys or tools. Bars, grilles, grates or similar devices permitted provided the minimum net clear opening complies with the code in effect at time of construction and such devices are releasable or removable from interior without use of key, tool or force greater than that required for normal operation.	<input type="checkbox"/>	<input type="checkbox"/>
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Comments or Corrective Actions:

4. INTERIOR BUILDING CONDITIONS - COMMON AREAS ONLY

		Pass	Fail
4.1.	*Structural Components/Members: Structural components/members are structurally sound, free of deterioration, are properly anchored, and are capable of safely supporting the imposed loads.	<input type="checkbox"/>	<input type="checkbox"/>
4.2.	*Interior Surfaces: Interior surfaces, including windows and doors, are maintained in good, clean and sanitary condition. The interior is free of peeling, chipping/flaking or abraded paint; loose or damaged plaster/sheetrock; decayed wood or other defective surface conditions present that would exceed a combined 4 sf.	<input type="checkbox"/>	<input type="checkbox"/>
4.3.	*Stairs and Walking Surfaces: Every stair, ramp, landing, balcony, porch or other walking surface is maintained in sound condition and good repair.	<input type="checkbox"/>	<input type="checkbox"/>
4.4.	*Handrails and Guards: Every handrail and guard is firmly fastened and capable of supporting normally imposed loads and is maintained in good condition. Handrail and guard shall comply with height and location as specified above in Exterior Building Conditions, Article 2.10.	<input type="checkbox"/>	<input type="checkbox"/>
4.5.	*Interior Doors: Every interior door is fit reasonably well within its frame and be capable of being opened and closed by being properly and securely attached to jambs, headers or tracks as intended by the manufacturer of the attachment hardware.	<input type="checkbox"/>	<input type="checkbox"/>
4.6.	*Ventilation: All habitable spaces and bathrooms have not less than one operable window that complies with the International Property Maintenance Code (IPMC). Bathrooms and kitchens may comply with the ventilation requirements through the use of mechanical ventilation, provided the mechanical system is operational and is discharged to the outdoors and not recirculated. Clothes dryer exhaust ventilation are installed independent of other systems and vent directly to the exterior.	<input type="checkbox"/>	<input type="checkbox"/>
4.7.	*Lighting: All habitable rooms have not less than one window facing directly to the outside or to a court. In apartment buildings with three or more units, all common halls and stairways are lit at all times with not less than a 60-watt bulb (or equivalent) for each 200 sf of floor area. All other spaces shall be provided with natural or artificial light sufficient to permit the maintenance of sanitary conditions, and the safe occupancy of the space and utilization of the appliances, equipment and fixtures. Note: Windows not required in rooms unmodified from their original construction; in bathrooms and kitchens provided the room has an artificial light source and ventilation in accordance with Article 4.6; or in rooms lacking exterior wall access.	<input type="checkbox"/>	<input type="checkbox"/>
4.8.	*Fire-Resistance-Rated Assemblies (including Opening Protectives): Required fire-resistance rating of fire-resistance-rated walls, fire stops, shaft enclosures, partitions and floors are maintained and in good, operable condition.	<input type="checkbox"/>	<input type="checkbox"/>
4.9.	*Rodents, Vermin or Insects: The property is maintained so as to be free from infestation of rodents, vermin, insects or other pests.	<input type="checkbox"/>	<input type="checkbox"/>

Comments or Corrective Actions:

5. ROOM SIZE/REQUIREMENTS

		Pass	Fail
--	--	------	------



RENTAL HOUSING SAFETY PROGRAM INSPECTION CHECKLIST

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Multi-Family
Checklist
(triplex & larger)

Part 1 -
General Property
& Common Areas

5.1.	Minimum Room Width/Height: Width- All habitable rooms, other than a kitchen, shall be not less than 7' in any dimension. Kitchens shall have a minimum clear passageway of 3' between counterfronts and appliances or counterfronts and walls. Height- All habitable spaces, hallways, corridors, laundry areas, bathrooms, toilet rooms, and habitable basement areas shall have a minimum clear ceiling height of 7'. Note: If room(s) remains unmodified from original construction, minimum room dimension may comply with code in place at time of construction. Additional exemptions provided under Article 404.3 of the IPMC; Efficiency/Studio unit exemptions provided under Article 404.6 of the IPMC.	<input type="checkbox"/>	<input type="checkbox"/>
5.2.	*Prohibited Use: Kitchens and nonhabitable spaces are not being used for sleeping purposes.	<input type="checkbox"/>	<input type="checkbox"/>
5.3.	*Food Preparation: All spaces used for food preparation contain suitable space and equipment to store, prepare and serve foods in a sanitary manner.	<input type="checkbox"/>	<input type="checkbox"/>

Comments or Corrective Actions:

6. HEATING & PLUMBING SYSTEMS

		Pass	Fail
6.1.	*Heat Source: Common areas used for gathering, bathrooms and toilet rooms shall be provided with heating facilities capable of maintaining a room temperature of 68°F. Cooking appliances and portable unvented fuel-burning space heaters are not to be used as a means to provide required heating.	<input type="checkbox"/>	<input type="checkbox"/>
6.2.	*Fuel-burning Appliances: Any gas, wood, or fuel-burning appliance is of an approved type, properly installed, has gas shutoff valve within 3' of appliance, and maintained in safe working order.	<input type="checkbox"/>	<input type="checkbox"/>
6.3.	*Plumbing Connection: Every plumbing fixture is properly connected to either a public water system or to an approved private water system, and to either a public sewer system or and approved private sewage disposal system.	<input type="checkbox"/>	<input type="checkbox"/>
6.4.	*Plumbing Lines: All plumbing supply lines, waste lines, sewer lines, venting and plumbing stacks are functioning properly and are free from obstructions, leaks, or defects.	<input type="checkbox"/>	<input type="checkbox"/>
6.5.	*Plumbing Fixtures: All plumbing fixtures, devices and appurtenances are functioning properly and have sufficient volume of water to function as designed. All fixtures are maintained in a safe and sanitary condition.	<input type="checkbox"/>	<input type="checkbox"/>
6.6.	*Water Heating Facilities: Water heating facilities are properly installed, seismically secured (<i>seismically secured</i> means- anchored or strapped in upper one-third and lower one-third of appliance), and maintained and capable of providing an adequate amount of water to be drawn at every required sink, lavatory, bathtub, shower and laundry facility at a minimum temperature of 110° F and maximum temperature of 120° F. An approved combination temperature and pressure-relief valve and relief valve discharge pipe (vented to outside to within 6" of ground, where required) shall be properly installed and maintained on all water heaters. Gas-burning water heaters shall not be located in any bathroom, toilet room, bedroom or other occupied room normally kept closed, unless adequate combustion air is provided. Water heaters with an ignition source, where installed in a garage, shall have the ignition source elevated not less than 18" above floor (<i>ignition source</i> means- flame, spark or hot surface capable of igniting flammable vapors or fumes).	<input type="checkbox"/>	<input type="checkbox"/>

Comments or Corrective Actions:

7. ELECTRICAL SYSTEMS

		Pass	Fail
7.1.	*Service: The size of the service for gathering and common areas is appropriate for appliance and equipment usage in accordance with NFPA 70. The electrical service panel is clearly marked, has a protective face plate with no exposed knockouts or missing breakers/fuses, is clear of obstructions a minimum of 30" in front of panel, and is not located inside a closet.	<input type="checkbox"/>	<input type="checkbox"/>
7.2.	Receptacles: All habitable spaces (i.e. spaces in structure for living, eating or cooking) have at least two separate operable receptacles.	<input type="checkbox"/>	<input type="checkbox"/>



RENTAL HOUSING SAFETY PROGRAM INSPECTION CHECKLIST

City of Lakewood, Community Development Department
6000 Main Street SW, Lakewood, WA 98499
Telephone: (253) 589-2489 Fax: (253) 983-2661

Multi-Family
Checklist
(triplex & larger)

Part 1 -
General Property
& Common Areas

7.3.	Receptacles: Laundry rooms shall have not less than one grounding-type receptacle or a receptacle with a ground fault circuit interrupter. Every bathroom shall have at least one receptacle. All bathroom outlets and kitchen outlets within 6' of a water source shall be protected by a ground fault circuit interrupter.	<input type="checkbox"/>	<input type="checkbox"/>
7.4.	*Receptacles: All receptacle outlets have the appropriate faceplate cover for the location.	<input type="checkbox"/>	<input type="checkbox"/>
7.5.	*Electrical Hazards: The electrical system is free of faulty electrical receptacles or switches, damaged or exposed wiring, improper wiring or improper fusing.	<input type="checkbox"/>	<input type="checkbox"/>
7.6.	*Electrical Hazards: Flexible or extension cords are not used for permanent wiring, or for running through doors, windows, or cabinets, or concealed within walls, floors, or ceilings.	<input type="checkbox"/>	<input type="checkbox"/>
7.7.	*Luminaires: Every public hallway, interior stairway, toilet room, kitchen, bathroom, laundry room, boiler room and furnace room has not less than one operable electric luminaire.	<input type="checkbox"/>	<input type="checkbox"/>

Comments or Corrective Actions:

8. FIRE SAFETY

		Pass	Fail
8.1.	*Fire Extinguishers: Where fire extinguishers are present, extinguishers must be accessible, properly mounted, and have a current service tag. Portable extinguisher is present in area(s) where flammable or combustible liquids are stored, used or dispensed.	<input type="checkbox"/>	<input type="checkbox"/>
8.2.	*Storage of Combustibles: All boiler rooms, mechanical rooms and electrical equipment rooms are free from the storage of combustible materials. Combustible materials are not stored in exits or enclosures for stairways or ramps.	<input type="checkbox"/>	<input type="checkbox"/>
8.3.	*Storage of Fueled Equipment: Fueled equipment is not stored, operated or repaired within the building; except in rooms constructed for such use or where approved by the fire code official and the fuel capacity does not exceed 10 gallons and the building is equipped throughout with an automatic sprinkler system.	<input type="checkbox"/>	<input type="checkbox"/>
8.4.	*Storage of Fueled Equipment: Vehicles powered by flammable liquids, Class II combustible liquids or compressed flammable gases are not stored within the living space.	<input type="checkbox"/>	<input type="checkbox"/>
8.5.	*Storage in Buildings: Storage of materials is orderly and stacks are stable. Storage of materials maintains a 2' clearance to the ceiling in nonsprinklered areas and not less than 18" below sprinkler head deflectors in sprinklered areas. Storage in plenums is not permitted.	<input type="checkbox"/>	<input type="checkbox"/>
8.6.	*Fire Alarm System: If the building is equipped with a fire alarm system, the annual service of the system has been performed within the last year by a qualified fire alarm company.	<input type="checkbox"/>	<input type="checkbox"/>
8.7.	*Fire Sprinkler System: If the building is equipped with a fire sprinkler system, the annual service for the fire sprinkler system has been performed within the last year by a qualified sprinkler company. Sprinkler heads have not been removed, capped or tampered with and are in good working order in accordance with the International Fire Code.	<input type="checkbox"/>	<input type="checkbox"/>

Comments or Corrective Actions:

9. SWIMMING POOLS, SPAS AND HOT TUBS

☐ Not Applicable

		Pass	Fail
9.1.	General: Pools, spas and hot tubs are maintained in a clean and sanitary condition, and in good repair.	<input type="checkbox"/>	<input type="checkbox"/>



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Multi-Family
Checklist
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Part 1 -
General Property
& Common Areas

9.2.	*Enclosures: Pools, hot tubs and spas containing more than 24" in depth are completely surrounded by a fence or barrier not less than 48" in height above the finished ground level measured on the side of the barrier away from the pool, hot tub or spa. Gates are self-closing and self-latching (gate shall positively close and latch when released from an open position of 6" from the gatepost). Where self-latching device is less than 54" above the bottom of the gate, the releasing mechanism shall be located on the pool side of the gate. Exception: Hot tub or spa with a safety cover that complies with ASTM F 1346.	<input type="checkbox"/>	<input type="checkbox"/>
9.3.	Luminaires: Pool and spa luminaires over 15 V shall have ground fault circuit interrupter protection.	<input type="checkbox"/>	<input type="checkbox"/>
Comments or Corrective Actions: _____			
10. ELEVATORS		<input type="checkbox"/> Not Applicable	
		Pass	Fail
10.1.	General: Elevator is maintained in compliance with ASME A17.1. The most current certificate of inspection of the elevator is displayed within the elevator, is available for public inspection in the office of the building operator or is posted in a publicly conspicuous location approved by the code official.	<input type="checkbox"/>	<input type="checkbox"/>
10.2.	Operation & Maintenance: In buildings with more than one elevator, not less than one elevator is maintained in operation at all times the building is occupied. Buildings with only one elevator are permitted to have the elevator temporarily out of service for testing or servicing. In building with only one elevator, if it is being tested or serviced at the time of this inspection, check fail, note in comments, and require re-inspection.	<input type="checkbox"/>	<input type="checkbox"/>
Comments or Corrective Actions: _____			

INSPECTION RESULT	
<input type="checkbox"/> Pass	<input type="checkbox"/> Fail – Corrections Needed
<input type="checkbox"/> Re-Inspection Not Required	<input type="checkbox"/> Re-Inspection Required By _____ (date)
Comments: _____	
<input type="checkbox"/> Uninhabitable	A structure/building shall be considered uninhabitable if it meets the following definition: <i>IBC [A] 116.1 Conditions. Structures or equipment that are or hereby become unsafe, insanitary or deficient because of inadequate light and ventilation, or that constitute a fire hazard, or are otherwise dangerous to human life or the public welfare, or that involve illegal or improper occupancy or inadequate maintenance.</i> Note: A structure/building that is determined to be uninhabitable is required to be inspected by the City of Lakewood Building Department.

Certification of Inspection: By my signature, I certify that I have personally inspected this property and that this property ☐ does ☐ does not comply with the standards set forth in the City of Lakewood Rental Housing Safety Inspection Program as authorized by LMC 5.60. I also understand that knowingly submitting a falsified certificate of inspection is a gross misdemeanor punishable with a fine up to five thousand dollars (\$5,000). I hereby certify under penalty of perjury under the laws of the State of Washington that the foregoing is true and correct.

Inspector Signature

Date and Place of Signature



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Multi-Family
Checklist
(triplex & larger)

Part 1 -
General Property
& Common Areas

Submittal of Inspection: By my signature, I certify that I am authorized to submit the information provided in this checklist to the City of Lakewood in accordance with the City of Lakewood Rental Housing Safety Inspection Program as authorized by LMC 5.60. I understand this rental property must comply with all the provisions of the Rental Housing Safety Inspection Program and that I will be required to submit a certificate of inspection no later than once every five years for this property. I also understand that knowingly submitting a falsified certificate of inspection is a gross misdemeanor punishable with a fine up to five thousand dollars (\$5,000). I hereby certify under penalty of perjury under the laws of the State of Washington that the foregoing is true and correct.

Owner/Designated Manager Signature

Date and Place of Signature

Note: Completed submittal to include Part 1 - General Property & Common Areas Checklist for each rental property, and Part 2 - Individual Rental Unit Checklist for each and every rental unit subject to inspection pursuant to LMC 5.60.

Permit and Inspection May Be Required

Note: Correction of failed inspection items involving electrical, plumbing, mechanical or structural systems and their components may require permit. Please verify with your utilities provider for electrical and gas repairs and the City of Lakewood Building Department for mechanical, heating or structural repairs if a permit is necessary.



RENTAL HOUSING SAFETY PROGRAM INSPECTION CHECKLIST

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Multi-Family
Checklist
(triplex & larger)

Part 2 -
Individual Rental
Unit(s)

Rental Property Address: <input type="text"/>	Owner Name: <input type="text"/>	
Rental Property Contact (Name & Phone #): <input type="text"/>	Rental Property Registration Number: <input type="text"/>	
Inspector: <input type="text"/>	Date and Time of Inspection: <input type="text"/>	Unit # Inspected: <input type="text"/>

Note: A box checked with pass requires no action; a box checked with fail denotes a deficiency or an aspect of the property requiring corrective action. Failed items with an asterisk (*) and in bold face are deemed life-safety items and must be corrected and pass re-inspection within 10 days; all other failed items must pass re-inspection within 60 days. All items must pass to receive a Certificate of Compliance.

Type of Inspection		<input type="checkbox"/> Initial	<input type="checkbox"/> Re-Inspection
1. RENTAL UNIT IDENTIFICATION			
		Pass	Fail
1.1.	Unit Identification: Units shall have the house or unit number clearly identified and displayed on each rental unit. Unit or house numbers shall be placed on the unit's door or on the front of the unit facing the street. Numbers shall be not less than 4" in height and minimum stroke width of 0.5".	<input type="checkbox"/>	<input type="checkbox"/>
Comments or Corrective Actions: _____			
2. EXTERIOR BUILDING CONDITIONS			
		Pass	Fail
2.1.	*Windows and Skylights: Windows and skylights are in sound condition, good repair and weather tight. Openable windows are easily openable and capable of being held in position by widow hardware. All glazing is free of cracks or holes. Every openable basement window shall be protected against entry of rodents. Note: If unmodified, glazing shall be in conformance with installation and location standards in place at the time of construction.	<input type="checkbox"/>	<input type="checkbox"/>
2.2.	*Doors: Exterior doors are in sound condition, good repair and weather tight. Glazing in doors shall be free of cracks or holes. Doors with locks are easily operable and secure the door tightly. Doors providing access/egress to a dwelling unit are equipped with a deadbolt lock designed to be readily openable from the side from which egress is to be made without need for keys, special knowledge or effort, except where the door hardware conforms to that permitted by the International Building Code. Note: If unmodified, glazing shall be in conformance with installation and location standards in place at the time of construction.	<input type="checkbox"/>	<input type="checkbox"/>
2.3.	*Private Decks, Balconies, Porches and Stairways: Every exterior deck, porch, balcony, stairway, and all appurtenances attached thereto, are maintained structurally sound, in good repair, with proper anchorage, and capable of supporting the imposed loads. Components are complete and adequately protected from decay.	<input type="checkbox"/>	<input type="checkbox"/>
2.4.	*Handrails and Guards for Private Decks, Balconies, Porches and Stairways: Every exterior handrail and guard is firmly fastened and capable of supporting normally imposed loads and is maintained in good condition. Components are complete and adequately protected from decay. Every stair that has more than four risers shall have a handrail on one side of the stair and every portion of stair, landing, balcony, porch, deck, ramp or other walking surface that in more than 30" above the floor or grade shall have guards. Rails and guards shall comply with the code in place at time of construction. Note: If modified, rails and guards shall comply with typical standards: Rails- 34-38" in height measured vertically above the nosing of the tread or finished floor of the landing or walking surface; Guards- not less than 42" in height measured above the floor or walking surface.	<input type="checkbox"/>	<input type="checkbox"/>



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Multi-Family
Checklist
(triplex & larger)

Part 2 -
Individual Rental
Unit(s)

Comments or Corrective Actions:

3. MEANS OF EGRESS

		Pass	Fail
3.1.	*Egress: A safe, continuous and unobstructed path of travel is provided from any point in building or structure to an egress door without traveling through a garage. The egress door shall have a clear width of not less than 32" and height not less than 78" and shall open to the public way. Means of egress shall comply with the International Fire Code.	<input type="checkbox"/>	<input type="checkbox"/>
3.2.	*Emergency Escape Openings: Basements, habitable attics and sleeping rooms shall have not less than one operable emergency escape and rescue opening. Required emergency escape openings shall be maintained in accordance with the code in effect at the time of construction and shall be in accordance with the International Existing Building Code. Emergency escape and rescue openings shall be operational from the inside of the room without the use of keys or tools. Bars, grilles, grates or similar devices permitted provided the minimum net clear opening complies with the code in effect at time of construction and such devices are releasable or removable from interior without use of key, tool or force greater than that required for normal operation. Emergency openings shall have a net clear opening of 5.7 sf with a minimum height of 24" and minimum width of 20" (openings at grade or below grade shall be allowed a net clear opening of 5 sf). Window wells shall have a horizontal projection and width no less than 36" in either direction and shall be equipped with a permanently affixed compliant ladder if depth exceeds 44".	<input type="checkbox"/>	<input type="checkbox"/>

Comments or Corrective Actions:

4. INTERIOR BUILDING CONDITIONS

		Pass	Fail
4.1.	*Structural Components/Members: Structural components/members are structurally sound, free of deterioration, are properly anchored, and are capable of safely supporting the imposed loads.	<input type="checkbox"/>	<input type="checkbox"/>
4.2.	Interior Surfaces: Interior surfaces, including windows and doors, are maintained in good, clean and sanitary condition. The interior is free of peeling, chipping/flaking or abraded paint; loose or damaged plaster/sheetrock; decayed wood or other defective surface conditions present that would exceed a combined 4 sf.	<input type="checkbox"/>	<input type="checkbox"/>
4.3.	*Stairs and Walking Surfaces: Every stair, ramp, landing or other walking surface is maintained in sound condition and good repair.	<input type="checkbox"/>	<input type="checkbox"/>
4.4.	*Handrails and Guards: Every handrail and guard is firmly fastened and capable of supporting normally imposed loads and is maintained in good condition. Handrail and guard shall comply with height and location as specified above in Exterior Building Conditions, Article 2.4.	<input type="checkbox"/>	<input type="checkbox"/>
4.5.	Interior Doors: Every interior door is fit reasonably well within its frame and be capable of being opened and closed by being properly and securely attached to jambs, headers or tracks as intended by the manufacturer of the attachment hardware.	<input type="checkbox"/>	<input type="checkbox"/>
4.6.	*Ventilation: All habitable spaces and bathrooms have not less than one openable window that complies with the International Property Maintenance Code (IPMC). Bathrooms and kitchens may comply with the ventilation requirements through the use of mechanical ventilation, provided the mechanical system is operational and is discharged to the outdoors and not recirculated. Clothes dryer exhaust ventilation are installed independent of other systems and vent directly to the exterior.	<input type="checkbox"/>	<input type="checkbox"/>
4.7.	Lighting: All habitable rooms have not less than one window facing directly to the outside or to a court. All spaces shall be provided with natural or artificial light sufficient to permit the maintenance of sanitary conditions, and the safe occupancy of the space and utilization of the appliances, equipment and fixtures. Note: Windows not required in rooms unmodified from their original construction; in bathrooms and kitchens provided the room has an artificial light source and ventilation in accordance with Article 4.6; or in rooms lacking exterior wall access.	<input type="checkbox"/>	<input type="checkbox"/>
4.8.	*Fire-Resistance-Rated Assemblies (including Opening Protectives): Required fire-resistance rating of fire-resistance-rated walls, fire stops, shaft enclosures, partitions and floors are maintained and in good, operable condition.	<input type="checkbox"/>	<input type="checkbox"/>

73



RENTAL HOUSING SAFETY PROGRAM INSPECTION CHECKLIST

City of Lakewood, Community Development Department
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Multi-Family
Checklist
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Part 2 -
Individual Rental
Unit(s)

4.9.	*Smoke Detectors: Smoke detectors must be installed in the following locations: 1) On the ceiling or wall outside each separate sleeping area in the immediate vicinity of bedrooms; 2) in each room used for sleeping purposes; and 3) in each story, including basements but not including crawl space and uninhabited attics. Smoke detectors to be maintained in good working order. Note: Individual smoke detectors are not required were a building fire alarm system is installed and properly maintained in accordance with Section 907 of the International Fire Code.	<input type="checkbox"/>	<input type="checkbox"/>
4.10.	*Carbon Monoxide Detectors: Carbon monoxide detectors must be installed in the hallway centrally located outside all sleeping areas and shall be maintained in good working order.	<input type="checkbox"/>	<input type="checkbox"/>
4.11.	*Rodents, Vermin or Insects: The property is maintained so as to be free from infestation of rodents, vermin, insects or other pests.	<input type="checkbox"/>	<input type="checkbox"/>

Comments or Corrective Actions:

5. ROOM SIZE/REQUIREMENTS

		Pass	Fail
5.1.	Minimum Room Width/Height: Width- All habitable rooms, other than a kitchen, shall be not less than 7' in any dimension. Kitchens shall have a minimum clear passageway of 3' between counterfronts and appliances or counterfronts and walls. Height- All habitable spaces, hallways, corridors, laundry areas, bathrooms, toilet rooms, and habitable basement areas shall have a minimum clear ceiling height of 7'. Note: If room(s) remains unmodified from original construction, minimum room dimension may comply with code in place at time of construction. Additional exemptions provided under Article 404.3 of the IPMC; Efficiency/Studio unit exemptions provided under Article 404.6 of the IPMC.	<input type="checkbox"/>	<input type="checkbox"/>
5.2.	Room Area: Every living room shall not contain less than 120 sf and every bedroom not less than 70 sf. Note: If room(s) remains unmodified from original construction, minimum room size may comply with code in place at time of construction.	<input type="checkbox"/>	<input type="checkbox"/>
5.3.	*Prohibited Use: Kitchens and nonhabitable spaces are not being used for sleeping purposes.	<input type="checkbox"/>	<input type="checkbox"/>
5.4.	*Food Preparation: All spaces used for food preparation contain suitable space and equipment to store, prepare and serve foods in a sanitary manner.	<input type="checkbox"/>	<input type="checkbox"/>

Comments or Corrective Actions:

6. HEATING & PLUMBING SYSTEMS

		Pass	Fail
6.1.	*Heat Source: Dwelling is provided with heating facilities capable of maintaining a room temperature of 68°F in all habitable rooms, bathrooms, and toilet rooms. Cooking appliances and portable unvented fuel-burning space heaters are not to be used as a means to provide required heating.	<input type="checkbox"/>	<input type="checkbox"/>
6.2.	*Fuel-burning Appliances: Any gas, wood, or fuel-burning appliance is of an approved type, properly installed, has gas shutoff valve within 3' of appliance, and maintained in safe working order.	<input type="checkbox"/>	<input type="checkbox"/>
6.3.	*Plumbing Connection: Every plumbing fixture is properly connected to either a public water system or to an approved private water system, and to either a public sewer system or and approved private sewage disposal system.	<input type="checkbox"/>	<input type="checkbox"/>
6.4.	Plumbing Lines: All plumbing supply lines, waste lines, sewer lines, venting and plumbing stacks are functioning properly and are free from obstructions, leaks, or defects.	<input type="checkbox"/>	<input type="checkbox"/>
6.5.	*Plumbing Fixtures: Dwelling unit has its own shower or bathtub, lavatory, water closet and kitchen sink. Lavatory is placed in the same room as the water closet or located in close proximity to the door leading directly into the room containing the water closet.	<input type="checkbox"/>	<input type="checkbox"/>



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Multi-Family
Checklist
(triplex & larger)

Part 2 -
Individual Rental
Unit(s)

6.6.	*Plumbing Fixtures: All plumbing fixtures, devices and appurtenances are functioning properly and have sufficient volume of water to function as designed. All fixtures are maintained in a safe and sanitary condition.	<input type="checkbox"/>	<input type="checkbox"/>
6.7.	*Water Closet Accessibility: Every bedroom has access to at least one water closet and one lavatory without passing through another bedroom.	<input type="checkbox"/>	<input type="checkbox"/>
6.8.	*Water Heating Facilities: Water heating facilities are properly installed, seismically secured (<i>seismically secured</i> means- anchored or strapped in upper one-third and lower one-third of appliance), and maintained and capable of providing an adequate amount of water to be drawn at every required sink, lavatory, bathtub, shower and laundry facility at a minimum temperature of 110° F and maximum temperature of 120° F. An approved combination temperature and pressure-relief valve and relief valve discharge pipe (vented to outside to within 6" of ground, where required) shall be properly installed and maintained on all water heaters. Gas-burning water heaters shall not be located in any bathroom, toilet room, bedroom or other occupied room normally kept closed, unless adequate combustion air is provided. Water heaters with an ignition source, where installed in a garage, shall have the ignition source elevated not less than 18" above floor (<i>ignition source</i> means- flame, spark or hot surface capable of igniting flammable vapors or fumes).	<input type="checkbox"/>	<input type="checkbox"/>

Comments or Corrective Actions:

7. ELECTRICAL SYSTEMS

		Pass	Fail
7.1.	*Service: The dwelling unit is served by a three-wire, 120/240 volt, single-phase electrical service having a minimum rating of 60 amperes. The electrical service panel is clearly marked, has a protective face plate with no exposed knockouts or missing breakers/fuses, is clear of obstructions a minimum of 30" in front of panel, and is not located inside a closet.	<input type="checkbox"/>	<input type="checkbox"/>
7.2.	Receptacles: All habitable spaces (i.e. spaces in structure for living, sleeping, eating or cooking) have at least two separate operable receptacles.	<input type="checkbox"/>	<input type="checkbox"/>
7.3.	Receptacles: Laundry rooms shall have not less than one grounding-type receptacle or a receptacle with a ground fault circuit interrupter. Every bathroom shall have at least one receptacle. All bathroom outlets and kitchen outlets within 6' of a water source shall be protected by a ground fault circuit interrupter.	<input type="checkbox"/>	<input type="checkbox"/>
7.4.	*Receptacles: All receptacle outlets have the appropriate faceplate cover for the location.	<input type="checkbox"/>	<input type="checkbox"/>
7.5.	*Electrical Hazards: The dwelling unit is free of faulty electrical receptacles or switches, damaged or exposed wiring, improper wiring or improper fusing.	<input type="checkbox"/>	<input type="checkbox"/>
7.6.	*Electrical Hazards: Flexible or extension cords are not used for permanent wiring, or for running through doors, windows, or cabinets, or concealed within walls, floors, or ceilings.	<input type="checkbox"/>	<input type="checkbox"/>
7.7.	*Luminaires: Every hallway, interior stairway, toilet room, kitchen, bathroom, laundry room, boiler room and furnace room has not less than one operable electric luminaire. All habitable rooms must have an operable electric luminaire; bedrooms may have two outlets in place of luminaire.	<input type="checkbox"/>	<input type="checkbox"/>

Comments or Corrective Actions:

8. FIRE SAFETY

		Pass	Fail
8.1.	*Storage of Fueled Equipment: Vehicles or equipment powered by flammable liquids, Class II combustible liquids or compressed flammable gases are not stored within the living space.	<input type="checkbox"/>	<input type="checkbox"/>
8.2.	*Storage in Buildings: Storage of materials is orderly and stacks are stable. Storage of materials maintains a 2' clearance to the ceiling in nonsprinklered areas and not less than 18" below sprinkler head deflectors in sprinklered areas. Storage in plenums is not permitted.	<input type="checkbox"/>	<input type="checkbox"/>



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Multi-Family
Checklist
(triplex & larger)

Part 2 -
Individual Rental
Unit(s)

- 8.3. ***Fire Sprinkler System:**
If the building is equipped with a fire sprinkler system, sprinkler heads have not been removed, capped or tampered with and are in good working order in accordance with the International Fire Code.

☐☐

Comments or Corrective Actions:

INSPECTION RESULT

☐ Pass

☐ Fail – Corrections Needed

☐ Re-Inspection Not Required

☐ Re-Inspection Required By

(date)

Comments:

☐ Uninhabitable

An individual unit shall be considered uninhabitable if it meets the following definition:
IBC [A] 116.1 Conditions. Structures or equipment that are or hereby become unsafe, insanitary or deficient because of inadequate light and ventilation, or that constitute a fire hazard, or are otherwise dangerous to human life or the public welfare, or that involve illegal or improper occupancy or inadequate maintenance.
Note: A unit determined to be uninhabitable is required to be inspected by the City of Lakewood Building Department.

Certification of Inspection: By my signature, I certify that I have personally inspected this property and that this property ☐ does ☐ does not comply with the standards set forth in the City of Lakewood Rental Housing Safety Inspection Program as authorized by LMC 5.60. I also understand that knowingly submitting a falsified certificate of inspection is a gross misdemeanor punishable with a fine up to five thousand dollars (\$5,000). I hereby certify under penalty of perjury under the laws of the State of Washington that the foregoing is true and correct.

Inspector Signature

Date and Place of Signature

Submittal of Inspection: By my signature, I certify that I am authorized to submit the information provided in this checklist to the City of Lakewood in accordance with the City of Lakewood Rental Housing Safety Inspection Program as authorized by LMC 5.60. I understand this rental property must comply with all the provisions of the Rental Housing Safety Inspection Program and that I will be required to submit a certificate of inspection no later than once every five years for this property. I also understand that knowingly submitting a falsified certificate of inspection is a gross misdemeanor punishable with a fine up to five thousand dollars (\$5,000). I hereby certify under penalty of perjury under the laws of the State of Washington that the foregoing is true and correct.

Owner/Designated Manager Signature

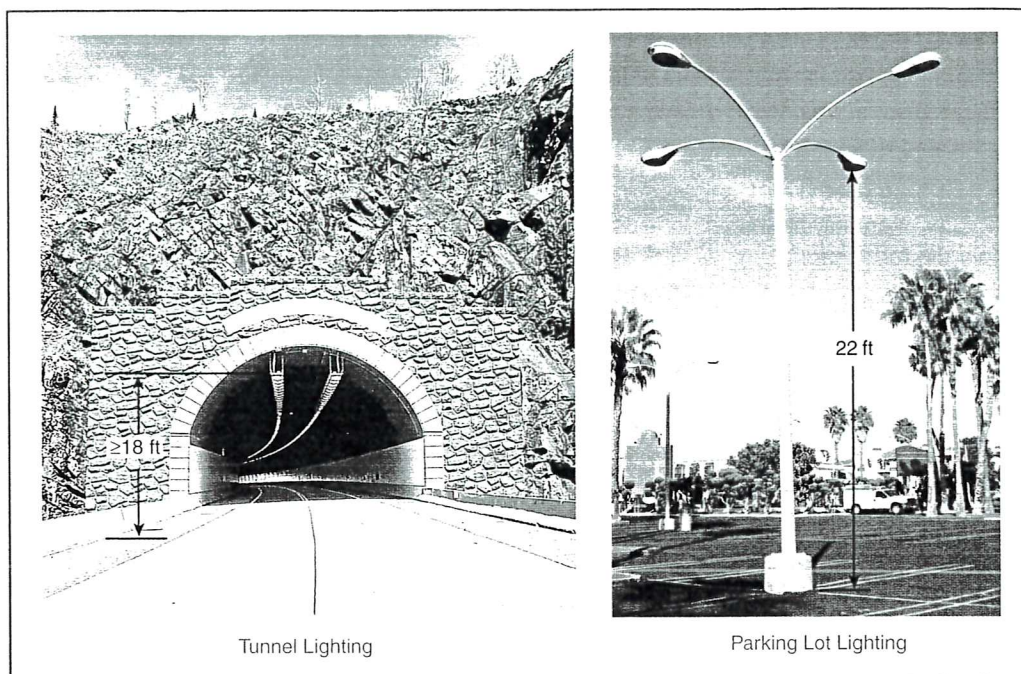
Date and Place of Signature

Note: Completed submittal to include Part 1 - General Property & Common Areas Checklist for each rental property, and Part 2 - Individual Rental Unit Checklist for each and every rental unit subject to inspection pursuant to LMC 5.60.

Permit and Inspection May Be Required

Note: Correction of failed inspection items involving electrical, plumbing, mechanical or structural systems and their components may require permit. Please verify with your utilities provider for electrical and gas repairs and the City of Lakewood Building Department for mechanical, heating or structural repairs if a permit is necessary.

EXHIBIT 210.5 Minimum mounting heights for tunnel and parking lot lighting for circuits exceeding 277 volts to ground and not exceeding 600 volts between conductors supplying auxiliary equipment of electric-discharge lampholders. (Left: © Anese/Dreamstime.com)



(D) 600 Volts Between Conductors. Circuits exceeding 277 volts, nominal, to ground and not exceeding 600 volts, nominal, between conductors shall be permitted to supply the following:

- (1) The auxiliary equipment of electric-discharge lamps mounted in permanently installed luminaires where the luminaires are mounted in accordance with one of the following:
 - a. Not less than a height of 6.7 m (22 ft) on poles or similar structures for the illumination of outdoor areas such as highways, roads, bridges, athletic fields, or parking lots
 - b. Not less than a height of 5.5 m (18 ft) on other structures such as tunnels

The minimum mounting heights are for circuits that exceed 277 volts to ground and do not exceed 600 volts phase to phase. These circuits supply the auxiliary equipment of electric-discharge lamps. Exhibit 210.5 (left) shows the minimum mounting height of 18 feet for luminaires installed in tunnels and similar structures. Exhibit 210.5 (right) illustrates the minimum mounting height of 22 feet for luminaires in outdoor areas such as parking lots.

Informational Note: See 410.137 for auxiliary equipment limitations.

- (2) Cord-and-plug-connected or permanently connected utilization equipment other than luminaires
- (3) Luminaires powered from direct-current systems where the luminaire contains a listed, dc-rated ballast that provides isolation between the dc power source and the lamp circuit and protection from electric shock when changing lamps.

Exception No. 1 to (B), (C), and (D): For lampholders of infrared industrial heating appliances as provided in 422.14.

Exception No. 2 to (B), (C), and (D): For railway properties as described in 110.19.

(E) Over 600 Volts Between Conductors. Circuits exceeding 600 volts, nominal, between conductors shall be permitted to supply utilization equipment in installations where conditions of maintenance and supervision ensure that only qualified persons service the installation.

210.7 Multiple Branch Circuits

Where two or more branch circuits supply devices or equipment on the same yoke or mounting strap, a means to simultaneously disconnect the ungrounded conductors supplying those devices shall be provided at the point at which the branch circuits originate.

This requirement applies to devices or equipment on the same yoke or mounting strap that are supplied by multiple branch circuits (more than one branch circuit).

210.8 Ground-Fault Circuit-Interrupter Protection for Personnel

Ground-fault circuit-interrupter protection for personnel shall be provided as required in 210.8(A) through (D). The ground-fault circuit-interrupter shall be installed in a readily accessible location.

Since the introduction of the GFCI in the 1971 *Code*, these devices have proven their worth. Data show a decrease in the number of

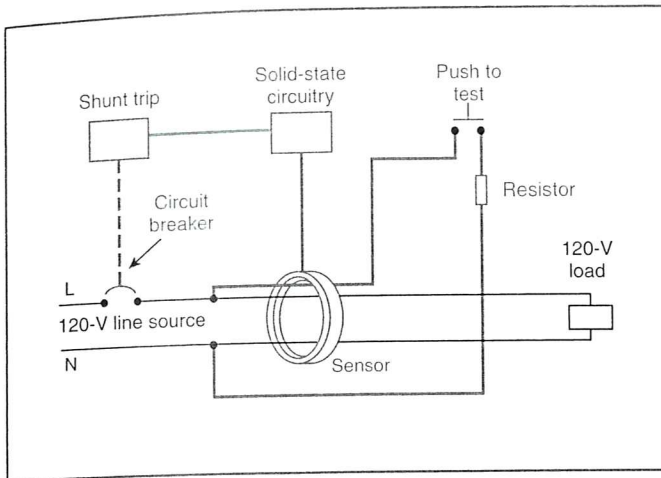


EXHIBIT 210.6 The circuitry and components of a typical GFCI.

electrocutions in the United States since the introduction of GFCI devices. Unfortunately, no statistics are available for the actual number of lives saved or injuries prevented by GFCI devices. However, most safety experts agree that GFCIs are directly responsible for saving numerous lives and preventing countless injuries.

To ensure proper operation of GFCI devices, the manufacturer's installation and use instructions specify periodic testing – typically every month. The specified test is to operate the test button on the device and verify that all receptacles protected through that GFCI device are de-energized. To facilitate this important ongoing safety check, GFCIs installed to protect the receptacles covered in 210.8(A) and (B) are required to be readily accessible (see Article 100 for the definition of *readily accessible*).

Exhibit 210.6 shows a typical circuit arrangement of a GFCI. The line conductors are passed through a sensor and are connected to a shunt-trip device. As long as the current in the conductors is equal, the device remains in a closed position. If one of the conductors comes in contact with a grounded object, either directly or through a person's body, some of the current returns by the alternative path, resulting in an unbalanced current. The toroidal coil senses the unbalanced current, and the shunt-trip mechanism reacts to open the circuit. The circuit design does not require the presence of an equipment grounding conductor, which is the reason 406.4(D)(2)(c) permits the use of GFCIs as replacements for receptacles where a grounding means does not exist.

GFCIs operate on fault currents of 4 to 6 mA. At trip levels of 5 mA (the instantaneous current could be much higher), a shock can be felt during the fault. The shock can lead to an involuntary reaction that may cause a secondary accident such as a fall. GFCIs do not protect persons from shock hazards where contact is between phase and neutral or between phase-to-phase conductors.

A variety of GFCIs are available, including portable and plug-in types and circuit-breaker types, types built into attachment plug caps, and receptacle types. Each type has a test switch so

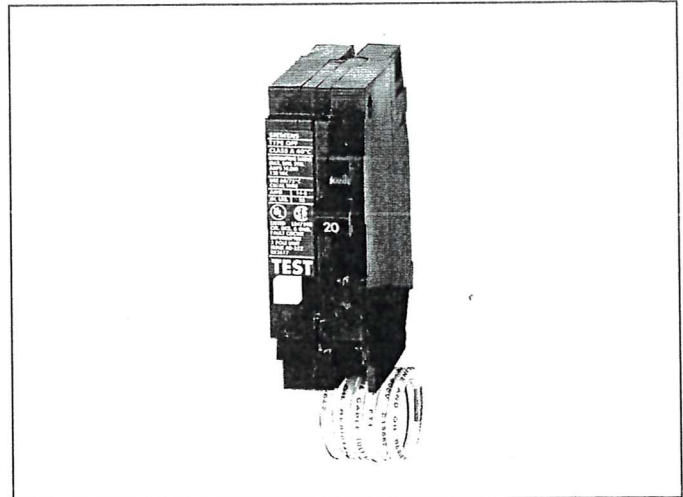


EXHIBIT 210.7 A GFCI circuit breaker, which protects all outlets supplied by the branch circuit. (Courtesy of Siemens)

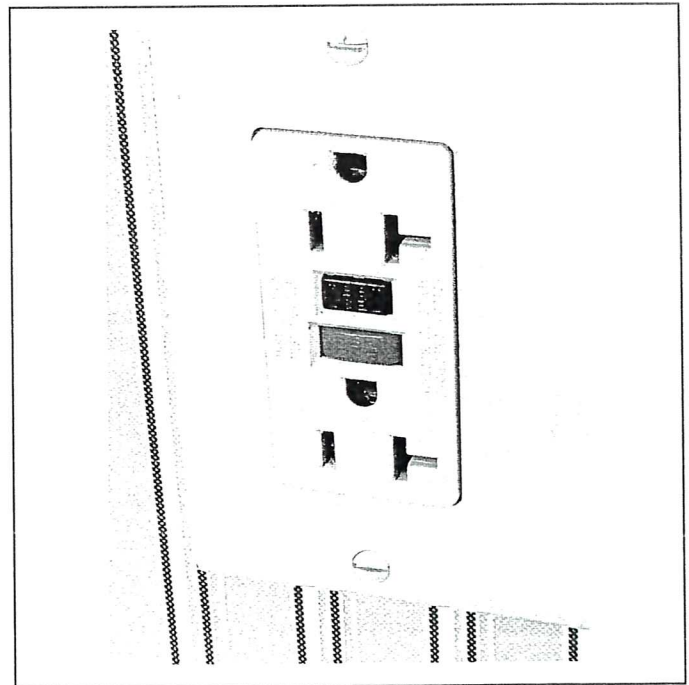


EXHIBIT 210.8 A 15-ampere duplex receptacle with integral GFCI that also protects downstream loads.

that units can be checked periodically to ensure proper operation. See Exhibits 210.7 and 210.8.

Although 210.8 illustrates the main rule for GFCIs, other specific applications that require the use of GFCIs are listed in Commentary Table 210.1.

Informational Note: See 215.9 for ground-fault circuit-interrupter protection for personnel on feeders.

(A) Dwelling Units. All 125-volt, single-phase, 15- and 20-ampere receptacles installed in the locations specified

COMMENTARY TABLE 210.1 Additional Requirements for the Application of GFCI Protection

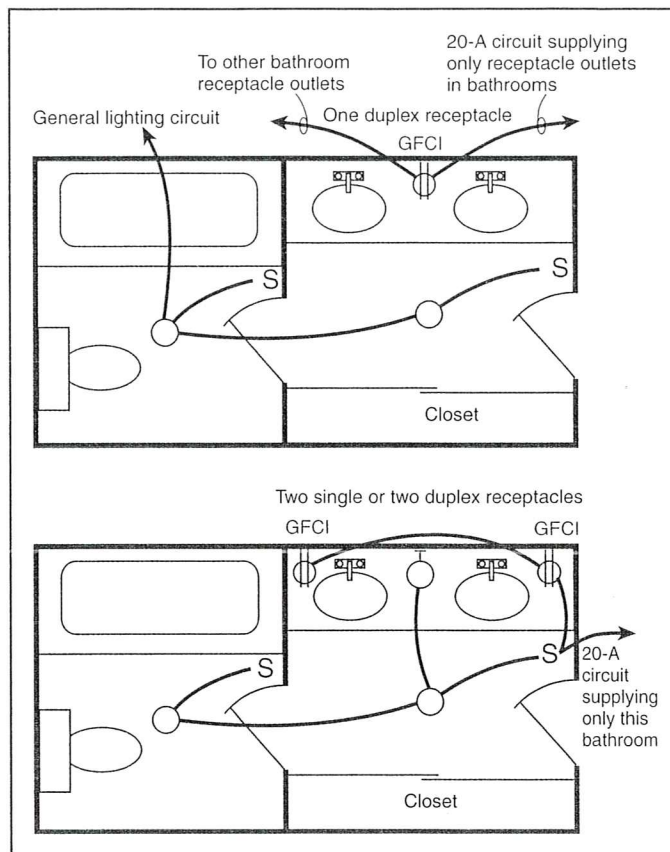
Location	Applicable Section(s)
Aircraft hangars	513.12
Audio system equipment	640.10(A)
Boathouses	555.19(B)(1)
Carnivals, circuses, fairs, and similar events	525.23(A)
Commercial garages	511.12
Drinking fountains	422.52
Electrically operated pool covers	680.27(B)(2)
Electronic equipment, sensitive	647.7(A)
Elevators, escalators, and moving walkways	620.85
Feeders	215.9
Fountains	680.51(A), 680.56
Health care facilities	517.20(A)
High-pressure spray washers	422.49
Hydromassage bathtubs	680.71
Marinas and boatyards	555.19(B)(1)
Mobile and manufactured homes	550.13(B), 550.13(E), 550.32(E)
Natural and artificially made bodies of water	682.15
Park trailers	552.41(C), 552.42(D)
Pools, permanently installed	680.22(A)(1), 680.22(A)(4), 680.22(B)(3), 680.22(B)(4), 680.23(A)(3)
Pools, storable	680.32
Sensitive electronic equipment	647.7(A)
Space heating embedded in floor	424.44(G)
Spas and hot tubs	680.44
Signs within fountains	680.57(B)
Signs, mobile or portable	600.10(C)(2)
Recreational vehicles	551.40(C), 551.41(C)
Recreational vehicle parks	551.71
Replacement receptacles	406.4(D)(3)
Temporary installations	590.6
Tubs, therapeutic	680.62(A)

in 210.8(A)(1) through (10) shall have ground-fault circuit-interrupter protection for personnel.

(1) Bathrooms

All 125-V, single-phase, 15- and 20-A receptacles in bathrooms must have GFCI protection, including receptacles that are integral with luminaires. There are no exceptions to the bathroom GFCI requirement. If a washing machine is located in the bathroom, the 15- or 20-A, 125-V receptacle required to be supplied from the laundry branch circuit must be GFCI protected.

A *bathroom* is defined in Article 100 as “an area including a basin with one or more of the following: a toilet, a urinal, a tub, a shower, a bidet, or similar plumbing fixtures.” The term applies to

**EXHIBIT 210.9** GFCI-protected receptacles in bathrooms.

the entire area, whether or not a separating door, as illustrated in Exhibit 210.9, is present. If the basins are adjacent and in close proximity, one receptacle outlet, meeting the proximity requirement of 210.52(D) for each basin, can be used to meet the receptacle outlet location requirement as shown in Exhibit 210.9 (top). Exhibit 210.9 also illustrates the requirements of 210.11(C)(3), which provides two acceptable supply circuit arrangements for the bathroom receptacle outlet(s).

(2) Garages, and also accessory buildings that have a floor located at or below grade level not intended as habitable rooms and limited to storage areas, work areas, and areas of similar use

The requirement for GFCI receptacles in garages and sheds, as illustrated in Exhibit 210.10, improves safety for persons using portable handheld tools, string trimmers, snow blowers, and similar tools that might be connected to these receptacles. GFCI protection is also required because auto repair work and general workshop electrical tools are often used.

There are no exceptions. All 125-V, single-phase, 15- and 20-A receptacles installed in garages must provide GFCI protection for the user of appliances or other equipment regardless of

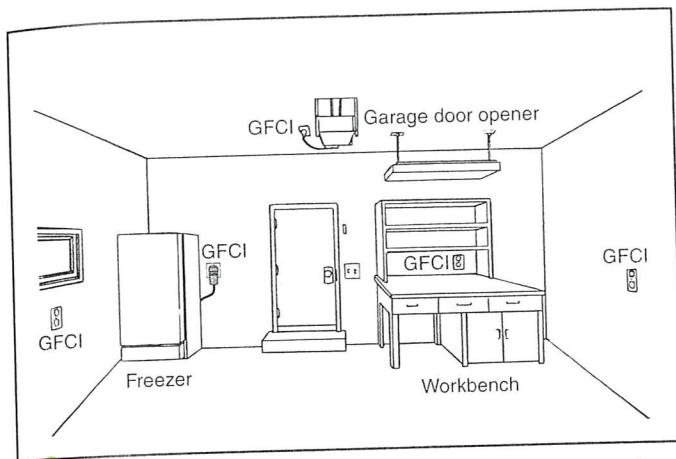


EXHIBIT 210.10 Examples of receptacles in a garage required to have GFCI protection.

where the receptacle is located in the garage. Appliance leakage currents permitted by today's product standards are far less than the operational threshold of a GFCI, so nuisance tripping is unlikely.

(3) Outdoors

Exception to (3): Receptacles that are not readily accessible and are supplied by a branch circuit dedicated to electric snow-melting, deicing, or pipeline and vessel heating equipment shall be permitted to be installed in accordance with 426.28 or 427.22, as applicable.

The dwelling unit shown in Exhibit 210.11, which has four outdoor receptacles, illustrates the requirement of 210.8(A)(3). Three receptacles must be provided with GFCI protection. The fourth receptacle, located adjacent to the gutter for the roof-mounted snow-melting cable, is not readily accessible and, therefore, is exempt from the GFCI requirements because of its dedicated function to supply the deicing equipment. This receptacle is, however, covered by the equipment ground-fault protection requirements of 426.28. See the commentary following 210.52(E) and 406.9(B)(1) regarding the installation of outdoor receptacles in wet and damp locations.

- (4) **Crawl spaces** — at or below grade level
- (5) **Unfinished basements** — for purposes of this section, unfinished basements are defined as portions or areas of the basement not intended as habitable rooms and limited to storage areas, work areas, and the like

Exception to (5): A receptacle supplying only a permanently installed fire alarm or burglar alarm system shall not be required to have ground-fault circuit-interrupter protection.

Informational Note: See 760.41(B) and 760.121(B) for power supply requirements for fire alarm systems.

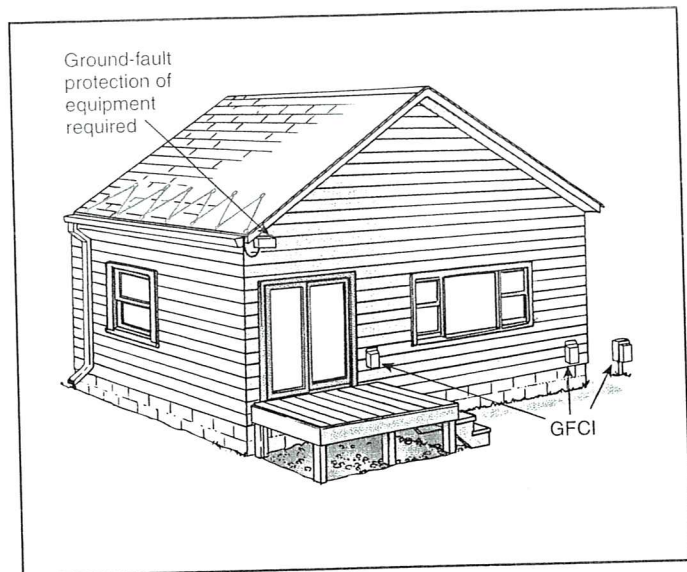


EXHIBIT 210.11 A dwelling unit with three receptacles required to have GFCI protection and one that is not.

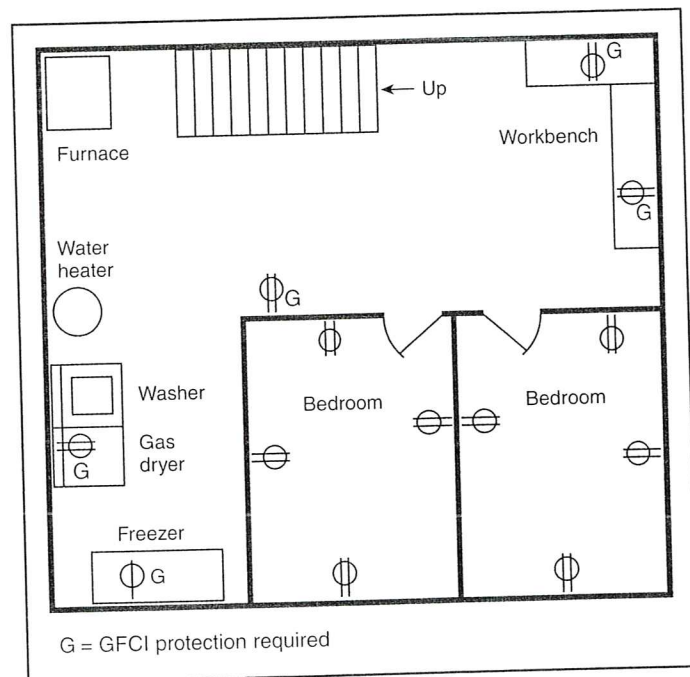


EXHIBIT 210.12 A basement floor plan with GFCI-protected receptacles in the work area and non-GFCI receptacles in the finished areas.

The receptacles in a work area of a basement, as shown in Exhibit 210.12, must have GFCI protection. This requirement does not apply to finished areas in basements, such as sleeping rooms or family rooms. The only exception to this requirement is for fire alarm and burglar systems. This correlates with the performance requirements covering fire alarm power supplies contained in NFPA 72*, *National Fire Alarm and Signaling Code*.

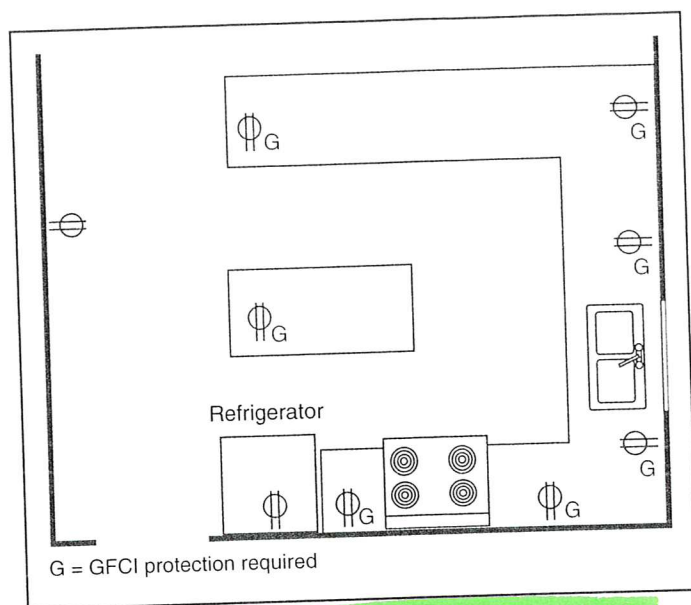


EXHIBIT 210.13 GFCI-protected receptacles serving countertop surfaces in dwelling unit kitchens.

Receptacles installed under the exception to 210.8(A)(5) shall not be considered as meeting the requirements of 210.52(G)

(6) Kitchens — where receptacles are installed to serve the countertop surfaces

Many countertop kitchen appliances have only two-wire cords that do not have an equipment grounding conductor. The presence of water and grounded surfaces contributes to a hazardous environment, leading to the requirement for GFCI protection around a kitchen sink. See Exhibit 210.13 and Exhibit 210.28. The requirement is intended for receptacles serving the countertop. However, 210.8(A)(7) would apply to any other 15- or 20-A, 125-V receptacles within 6 feet of a sink.

Receptacles installed for disposals, dishwashers, and trash compactors are not required to be protected by GFCIs. A receptacle(s) installed behind a refrigerator is installed to supply that appliance, not the countertop, and is not covered by this GFCI requirement. According to 406.5(E), receptacles installed to serve countertops cannot be installed in the countertop in the face-up position because liquid, dirt, and other foreign material can enter the receptacle.

(7) Sinks — where receptacles are installed within 1.8 m (6 ft) of the outside edge of the sink

Sinks in kitchens are not the only sinks where a ground-fault shock hazard exists; therefore, this requirement covers all other sinks in a dwelling. This GFCI requirement is not limited to receptacles serving countertop surfaces; rather, it covers all 125-V, 15- and 20-A receptacles within 6 feet of any point along the outside edge of the sink. Many appliances used in these locations are ungrounded, and the presence of water and grounded surfaces contributes to a hazardous environment. As illustrated in

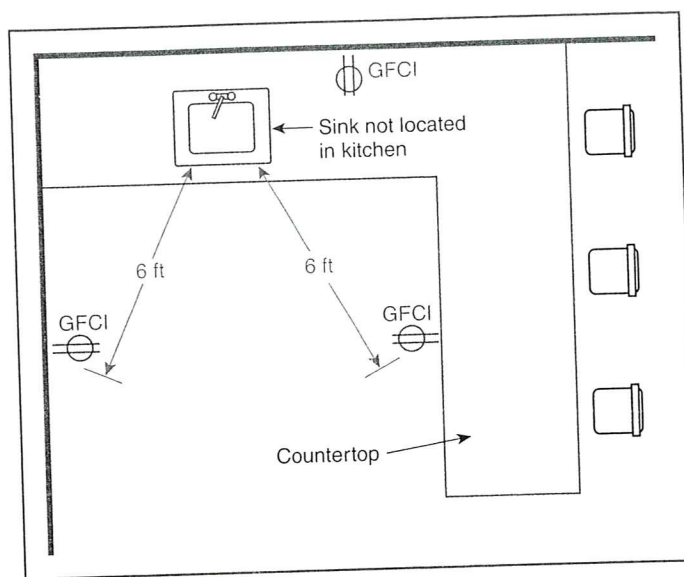


EXHIBIT 210.14 GFCI protection of receptacles located within 6 feet of a sink located in other than the kitchen.

Exhibit 210.14, any 125-V, 15- or 20-A receptacle installed within 6 feet of a sink located in other than a kitchen is also required to be GFCI protected.

(8) Boathouses

(9) Bathtubs or shower stalls — where receptacles are installed within 1.8 m (6 ft) of the outside edge of the bathtub or shower stall

(10) Laundry areas

Items (9) and (10) were added to 210.8(A) for the 2014 Code. In some instances, bathtubs and shower stalls are installed in areas that might not meet the NEC definition of a bathroom. Many of these areas may have tile or other conductive, and possibly grounded, floors. A shock hazard could be present. This change in Code language ensures that tubs and showers in dwelling units will have the same requirements for GFCI protection of receptacles, regardless of what the room is called.

The requirement for GFCI protection of receptacles in dwelling unit laundry areas is new for 2014. Wet clothes and puddles of water can pose a shock hazard to anyone using any appliance in laundry areas.

(B) Other Than Dwelling Units. All 125-volt, single-phase, 15- and 20-ampere receptacles installed in the locations specified in 210.8(B)(1) through (8) shall have ground-fault circuit-interrupter protection for personnel.

(1) Bathrooms

If 125-V, single-phase, 15- and 20-A receptacles are provided in the bathroom areas of occupancies other than dwelling units, they must be GFCI-protected. Some motel and hotel bathrooms, like the one shown in Exhibit 210.15, have the basin located outside the door to the room containing the tub, toilet, or shower. Bathroom as defined in Article 100 uses the word "area," so that

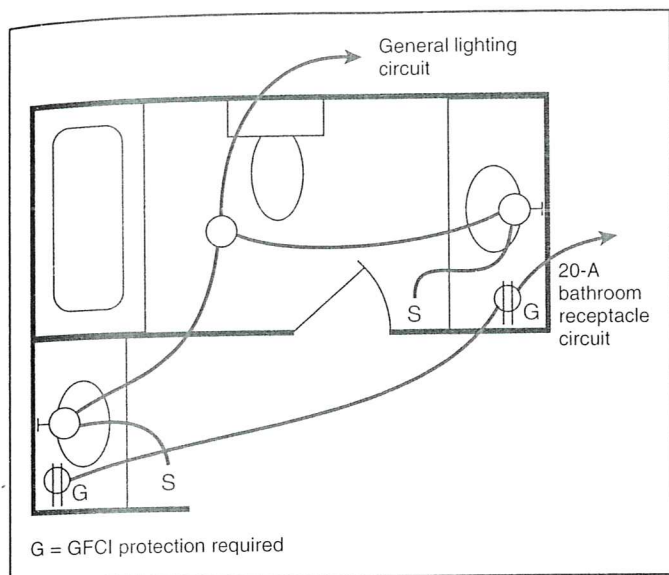


EXHIBIT 210.15 GFCI protection of receptacles in a motel/hotel bathroom where one basin is located outside the bathroom door.

the sink shown in Exhibit 210.15 is considered as being in the bathroom and is subject to the GFCI requirement. In Exhibit 210.15 the supply circuit requirement of 210.11(C)(3) for the bathroom receptacle outlets is depicted.

(2) Kitchens

All 15- and 20-A, 125-V receptacles in nondwelling-type kitchens must be GFCI protected. This requirement applies to all 15- and 20-A, 125-V kitchen receptacles, whether or not the receptacle serves countertop areas.

Electrical accident data indicate that there are many electrical hazards in nondwelling kitchens, including poorly maintained electrical equipment, damaged cords, wet floors, and employees without proper electrical safety training. Requiring GFCI protection in these kitchens protects personnel who might be exposed to conditions that are conducive to electric shock accidents. The definition of *kitchen* in Article 100 is "an area with a sink and permanent facilities for food preparation and cooking." A portable cooking appliance (e.g., cord-and-plug-connected microwave oven or hot plate) is not a permanent cooking facility. Kitchens in restaurants, hotels, schools, churches, dining halls, and similar facilities are examples of the types of kitchens covered by this requirement.

(3) Rooftops

For rooftops that also have heating, air-conditioning, and refrigeration equipment, see 210.63.

(4) Outdoors

Exception No. 1 to (3): Receptacles on rooftops shall not be required to be readily accessible other than from the rooftop.

Exception No. 1 was added for the 2014 *Code*. The main rule in 210.8 requires GFCI to be installed at a readily accessible location.

By definition, a rooftop is not readily accessible. However, it must be readily accessible from the rooftop, which this exception clarifies.

Exception No. 2 to (3) and (4): Receptacles that are not readily accessible and are supplied by a branch circuit dedicated to electric snow-melting, deicing, or pipeline and vessel heating equipment shall be permitted to be installed in accordance with 426.28 or 427.22, as applicable.

Exception No. 3 to (4): In industrial establishments only, where the conditions of maintenance and supervision ensure that only qualified personnel are involved, an assured equipment grounding conductor program as specified in 590.6(B)(2) shall be permitted for only those receptacle outlets used to supply equipment that would create a greater hazard if power is interrupted or having a design that is not compatible with GFCI protection.

Although commercial, institutional, and industrial occupancies are not required to have outdoor receptacle outlets installed for general use, outdoor receptacle outlets may be installed to meet the requirement of 210.63 or at the discretion of the designer or owner. Except for the two limited exceptions [Exception No. 2 to (3) and (4) and Exception No. 3 to (4)], all outdoor 125-V, single-phase, 15- and 20-A receptacles at commercial, institutional, and industrial occupancies are required to be provided with GFCI protection.

(5) Sinks — where receptacles are installed within 1.8 m (6 ft) of the outside edge of the sink

This covers receptacles installed near sinks in lunchrooms, janitors' closets, classrooms, and all other areas not covered by the bathroom and kitchen requirements. Exhibit 210.16 shows two single-phase, 125-V, 15-A duplex receptacles installed within 6 feet of a sink that is covered by the GFCI requirement. The 240-V receptacle to the right of the duplex receptacles is not subject to the GFCI requirement.

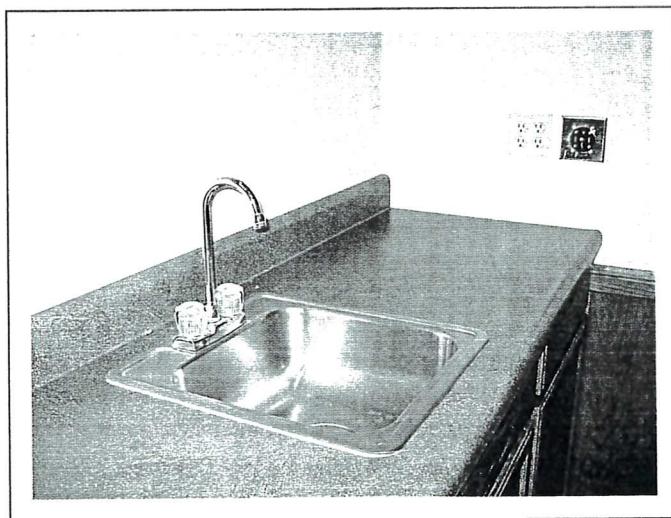


EXHIBIT 210.16 GFCI protection required for single-phase, 125-volt, 15-ampere duplex receptacles installed within 6 feet of a sink.

Exception No. 1 to (5): In industrial laboratories, receptacles used to supply equipment where removal of power would introduce a greater hazard shall be permitted to be installed without GFCI protection.

Exception No. 2 to (5): For receptacles located in patient bed locations of general care or critical care areas of health care facilities other than those covered under 210.8(B)(1), GFCI protection shall not be required.

- (6) Indoor wet locations
- (7) Locker rooms with associated showering facilities
- (8) Garages, service bays, and similar areas other than vehicle exhibition halls and showrooms

This requirement was expanded for the 2014 *Code* so that it now covers all garages, not just those in which vehicle maintenance is expected to take place. Many commercial garages have receptacles installed for purposes other than the use of hand tools. For instance, winter temperatures in some areas necessitate the use of engine block heaters. Cord-and-plug-connected engine block heaters may not be listed, and, therefore are not subject to the maximum leakage current requirements for appliances. If these receptacles are not GFCI protected, the frame of the vehicle can become energized, posing a shock hazard. This requirement does not apply to vehicle exhibit halls or showrooms. These areas are unlikely to be used for vehicle maintenance requiring the use of cord-and-plug-connected equipment.

(C) Boat Hoists. GFCI protection shall be provided for outlets not exceeding 240 volts that supply boat hoists installed in dwelling unit locations.

The proximity of this type of equipment to water and the wet or damp environment that is typical where boat hoists are used is the reason for this GFCI requirement. Documented cases of electrocutions associated with the use of boat hoists compiled by the U.S. Consumer Product Safety Commission substantiated the need for this requirement. The GFCI requirement applies only to dwelling unit locations and to boat hoists supplied by 15- or 20-A branch circuits rated 240 V or less. It is important to note that it applies to all outlets, not just to receptacle outlets. Therefore, both cord-and-plug-connected and hard-wired boat hoists are required to be GFCI protected.

(D) Kitchen Dishwasher Branch Circuit. GFCI protection shall be provided for outlets that supply dishwashers installed in dwelling unit locations.

210.9 Circuits Derived from Autotransformers

Branch circuits shall not be derived from autotransformers unless the circuit supplied has a grounded conductor that is electrically connected to a grounded conductor of the system supplying the autotransformer.

An autotransformer requires little physical space, is economical, and, above all, is efficient. A buck-boost autotransformer provides

a means of raising (boosting) or lowering (bucking) a supply line voltage by a small amount (usually no more than 20 percent). A buck-boost transformer has two primary windings (H_1-H_2 and H_3-H_4) connected to two secondary windings (X_1-X_2 and X_3-X_4). A single unit is used to boost/buck a single-phase voltage, but two or three units are used to boost/buck a 3-phase voltage.

In Exhibit 210.17, a 120-V supply is derived from a 240-V system. The grounded conductor of the primary system is electrically connected to the grounded conductor of the secondary system.

Exhibit 210.18 illustrates a common application that utilizes Exception No. 1. This circuit derives a single-phase, 240-V supply system for ranges, air conditioners, heating elements, and motors from a 3-phase, 208Y/120-V source system. The boosted leg should not be used to supply line-to-neutral loads, because the boosted line-to-neutral voltage will be higher than 120 V.

Other common applications include increasing a single-phase, 240-V source to a single-phase, 277-V supply for lighting systems and transforming 240 V to 208 V for use with 208-V appliances. See Exhibit 210.19.

Exception No. 1: An autotransformer shall be permitted without the connection to a grounded conductor where transforming from a nominal 208 volts to a nominal 240-volt supply or similarly from 240 volts to 208 volts.

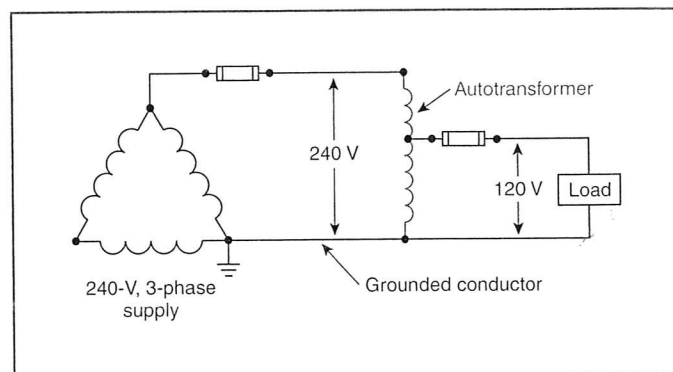


EXHIBIT 210.17 Circuitry for an autotransformer used to derive a 2-wire, 120-volt system for lighting or convenience receptacles from a 240-V corner-grounded delta system.

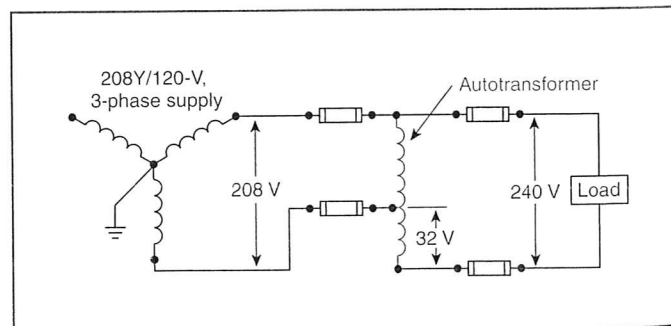


EXHIBIT 210.18 Circuitry for an autotransformer used to derive a 240-volt system for appliances from a 208Y/120-V source.



To: Mayor and City Councilmembers

From: Paul A. Bucich, Public Works Engineering Director
Troy Pokswinski, Civil Engineer

Through: John Caulfield, City Manager *John F. Caulfield*

Subject: JBLM-North Access Improvement Design project

Date: March 9, 2020

The purpose of this memo is to provide Council an update on the status of the design of the JBLM-North Access Improvement project. In January 2020, the City executed an agreement with the Parametrix/BCRA team to advance design of the improvements along North Gate Road, Edgewood Avenue, Vernon Avenue, Washington Boulevard and Gravelly Lake Drive in preparation for the \$50M grant call for the Defense Community Infrastructure Program (DCIP). The call for applications under this program is anticipated to be in June or July of 2020. We understand that a foundational provision of this grant is that applications are to be "shovel ready" and the design team is still on schedule to meet that time frame.

With this large project, the City will reconstruct the corridor of North Gate Road, Edgewood Avenue, and Washington Boulevard between the western City Limit and Gravelly Lake Drive. Gravelly Lake Drive between Nyanza Road and Washington Boulevard will be reconstructed per the CIP plan. Finally, curb, gutter, and sidewalk will be added to Vernon Avenue between Veterans Drive and Washington Boulevard. The use of roundabouts has been analyzed and will afford safer and better flow of traffic through each of the intersections.

Design is nearing the 30% level with horizontal layout completed along the Northgate/Edgewood/Washington corridor and the Gravelly Lake corridor is approaching that mark. With the expedited schedule, it is imperative that the design team have the horizontal layouts completed and approved no later than March 13. From that point, the team can rapidly advance the design to shovel ready design to meet the grant application window with minimal float in the schedule.

While the 30% layout has been ongoing, team members have begun traffic studies for the corridor. This includes updating daily traffic counts at each intersection, analyzing peak turning movements, and running computer modeling simulations at each intersection. The models show that a roundabout at each intersection will operate at level of service C or better for growth assumed at 1% for twenty years.

Roundabouts were chosen over signalized intersections as the preferred alternative because they provide safer, more economical, and more reliable movement of traffic through the corridor. Studies have shown

roundabouts reduce 37% of overall vehicle collisions, 75% of injury collisions, and 90% of fatal collisions when they replace signalized intersections. Constructing roundabouts at each of the ten intersections will cost nearly the same as replacing the five existing traffic signals and installing a sixth at Interlaaken and Washington. Maintaining the roundabouts will be significantly cheaper than traffic signals. Maintenance for traffic signals is approximately \$5,000 per year per intersection. Maintaining the roundabouts will consist of landscape maintenance where planted, which could be further reduced by providing landscaping treatments which would still maintain the aesthetic appeal while not requiring weekly maintenance. The existing landscape islands at the Gravelly Lake Drive/Washington and Gravelly Lake Drive/Nyanza (South) intersections require weekly maintenance provided by the parks department.

Washington Boulevard is identified as a civic boulevard in the Comprehensive Plan. The plan states that this urban design classification may include planted medians. The current plan is to provide a seven-foot wide planted median, treated with larger round stones and boulders. Street trees would be provided at fifty-foot intervals in the center of the street to not interfere with power lines and provide a more aesthetic appearance. Strategically located planter strips between the sidewalks and curbs along Washington would have lower growing trees and shrubs. Landscape maintenance in the central islands of the larger roundabouts would be similar as to not be maintenance intensive. Smaller roundabouts will be mountable and therefore will not be landscaped.

Two open houses (February 27 and March 5; 6 p.m. to 7:30 p.m.) were held to provide the public with an introduction to the improvements and timeline of the project. Approximately sixty citizens attended the February 27 open house. Impacts were discussed as well as benefits. Comments ranged from enthusiastic about sidewalks and roundabouts to opinions that these improvements were another waste of taxpayer funds. Citizens were encouraged to use comment cards to express their thoughts. A summary of the comments received will be provided to the Council during this briefing.

KEY DESIGN ELEMENTS WILL INCLUDE:

- removal of existing pavement and complete roadway reconstruction on each road
- complete storm water conveyance and treatment system
- 12 foot lane in each direction
- 5 foot wide bicycle lane on both sides of Washington Blvd, Edgewood, and North Gate (Gravelly will have a 10 foot shared use path on the lake side as was completed on the previous phase)
- 6 foot wide sidewalk on both sides of the road
- LED street lighting throughout the corridor
- Planters and/or center planted medians per council concurrence on Washington Boulevard
- Roundabouts are the preferred treatment at each intersection
- Replacement of individual mail boxes to cluster type mailboxes where appropriate

SCHEDULE

- 30% design complete and approved on March 13
- 60% design shall be completed on April 24
- Consultant shall submit 90% design on June 30, 2020 in preparation for federal grant application

BUDGET

Attached is the estimated costs and available budget for the project.

The costs shown are based on a preliminary level and therefor include a 20% construction contingency. As design progresses through final design, this contingency will decrease. The current value of the 20% construction contingency for the entire project is \$2,660,000.

Washington Blvd. & Gravelly Lake Drive Combined Project	
Design	
Parametrix Contract (complete project design)	\$1,937,728
Staff Time	\$62,272
ROW Costs	\$60,000
Subtotal	\$2,060,000
Construction	
Construction contract	\$13,300,000
20% Contingency	\$2,660,000
Subtotal	\$15,960,000
Construction Management	
Staff Time and Parametrix construction support	\$230,000
Total *	\$18,250,000
*Includes 20% Contingency of \$2,660,000	

Funding Source	Design Phase	Right of Way Phase	Construction Phase	Funding Source Total
GO Bonds	\$1,300,000	\$0	\$4,464,970	\$5,764,970
City (General Fund)	\$300,000	\$30,000	\$1,400	\$331,400
City (REET)	\$100,000	\$30,000	\$8,000	\$138,000
City (SWM)	\$300,000	\$0	\$712,000	\$1,012,000
TBD \$20 Vehicle Licensing Fee (now unfunded)	\$0	\$0	\$327,400	\$327,400
Unfunded (DCIP/DCCA)	\$0	\$0	\$10,676,230	\$10,676,230
Total	\$2,000,000	\$60,000	\$16,190,000	\$18,250,000