

City of College Place, Washington
ORDINANCE NO. 24-004

AN ORDINANCE BY THE CITY COUNCIL OF THE CITY OF COLLEGE PLACE, WASHINGTON TO AMEND COLLEGE PLACE MUNICIPAL CODE §13.04.430 TO REMOVE THE REQUIREMENT OF BUILDING OFFICIAL INSPECTION AND CERTIFICATION FOR WATER SERVICE UNITY CHARGE CHANGE AND TO SET FEE FOR NON-COMPLIANCE WITH PROTOCOL.

Whereas, the City of College Place is a non-charter code city governed by the rules and regulations of RCW 35A; and

Whereas, by Ordinance No. 19-018, the City of College Place (City) established a protocol for changing the number of dwelling units being served by the City's water service associated with a property to include the requirement that the user obtain an inspection and certification from a City's building official that the use has changed; and

Whereas, since adoption of Ordinance No. 19-018, and implementation of the required City building official inspection, staff has determined requiring physical inspection is not an efficient use of public resources; and

Whereas, two goals of Ordinance No. 19-018, to provide for a process to change the number of units being served and to ensure changes are accurately reflected in unit charges associated with each property use, can be served by requiring a change reducing the number of units to be made with a sworn declaration and a financial penalty for violation of the code;

Now therefore, the City Council of the City of College Place do hereby Ordain as follows:

Section 1: College Place Municipal Code 13.04.430 is amended as follows:

13.04.430 - Unit charge protocol.

- A. A property is considered a "multiple-dwelling unit dwelling" if two of the following conditions are met:
 - 1. A door with a separate lock and key separates units.
 - 2. Units have different addresses.

3. A door with a separate lock and key separates units.
 4. Units have different addresses.
 5. Units have separate mailboxes.
 6. Unit has more than one full bathroom consisting of a sink, bathtub/shower.
 7. Unit has more than one kitchen consisting of a sink and common appliances including a refrigerator and a stove.
- B. Within 60 business days of purchase if a new property owner reports to the city finance department that a previously classified single-family home does in fact have multiple units the owner will be responsible for future unit charges and will not be held responsible for incorrect reporting by the prior owner. This shall not apply if reported to the city after 60 business days.
- C. If a single-family dwelling unit is converted to a multiple-dwelling unit, the change must be reported to the city finance department within 30 business days by the property owner. The base rate for each unit shall apply. Failure to report such change will subject the property owner to a per day fine of \$1,000.00. The city can certify presence of multiple units upon proof of solicitation of tenants or any other reasonable means. In addition to all other remedies, the City shall assess back charges to the property owner for any and all base rate that should have been assessed.
- D. If a multiple-dwelling unit property is converted to a single-family dwelling unit, the property owner should report the change to the city within 30 business days. ~~The building official or designee must certify. Prior to the City converting the account to a single-family dwelling A fee for the building official to inspect the change will apply as stated in the annual fee schedule adopted by the city council. The property owner must sign a form declaring under the penalty of perjury pursuant to the laws of Washington state, that the property is being used as a single-family dwelling unit and must pay the City a conversion fee as set by City Council in its annual fee schedule and the subject property will then be charged the single-family base rate.~~

Section 2: Clerical Corrections. The City Clerk and the codifiers of this ordinance are authorized to make necessary clerical corrections to this ordinance including, but not limited to, the correction of scrivener's/clerical errors, references, ordinance numbering, section/subsection numbers and any references thereto.

Section 3: Severability. If any section, subsection, paragraph, sentence, clause, or phrase of this ordinance is declared unconstitutional or invalid for any reason, such decision shall not affect the validity of the remaining portions of this ordinance.

Section 4: Effective Date. This ordinance shall take effect and be in full force five days after its passage and publication as provided by law.

PASSED by the City Council of the City of College Place, Washington, this 23rd day of April, 2024.

DocuSigned by:

Norma L. Hernández

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Norma L. Hernández, Mayor

Attest:

DocuSigned by:

Sherri St. Clair

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Sherri St. Clair, City Clerk

Approved as to form:

DocuSigned by:

Rea L. Culwell

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Rea Culwell, City Attorney