



Superior Court
Of Snohomish County

ADMINISTRATIVE ORDER 11-19

TIMES, DAYS AND LOCATION OF VARIOUS MOTIONS

Adopted: August 11, 2003
Updated: August 15, 2019

The Snohomish County Superior Court hereby adopts the following times, days and locations of various types of motions and calendars.

By November 1st of each year, the presiding judge or designee will approve and shall post a Criminal Hearings Holiday Schedule for the following year on the Snohomish County website.

Judicial Proceedings

The following motions and calendars shall be heard at the Snohomish County Courthouse, 3000 Rockefeller Avenue, Everett, Washington unless otherwise designated by the presiding judge.

1. **Adoptions and Minor Settlements:** *Heard by the Civil Motions Judge* (to be specially set with assigned judge's law clerk) in the assigned judge's department; Monday, 9:00 a.m. -12:00 noon. When a court holiday falls on a Monday, this session shall not be heard.
2. **Adult Drug Treatment Court:** *Heard by the assigned Superior Court Judge* in the assigned judge's department; Friday, 1:00 p.m., and 3:00 p.m. The intake session is heard Wednesday, 1:00 p.m.
3. **Civil Motions:** *Heard by the Civil Motions Judge* in the assigned judge's department; Tuesday – Friday, 9:30 a.m.

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Types of motions to be heard in this session (including, but not limited to): motions for summary judgment, partial summary judgment, and dismissal, preliminary injunctions, motions to enforce CR2A, TEDRA, revisions of court commissioners ruling and motions regarding SB 5598 (effective 6/7/18).

4. **Criminal Docket:** Heard by the Criminal Hearings Superior Court Judge in Courtroom 304, third floor, Courthouse; Monday-Friday, 3:00 p.m.

Types of motions to be heard in this session (including, but not limited to): arraignments, trial continuances, waivers of jury trial, motions for stays, and motions to review, increase or revoke bail or personal recognizance.

5. **Criminal Sentencing:** Heard by the Criminal Hearings Superior Court Judge in Courtroom 304, third floor, Courthouse; Tuesday, 10:30 a.m. Following a Monday holiday, this Tuesday session shall not be heard.

Also heard by the Criminal Motions Superior Court Judge on a rotating basis in the assigned judge's department; Thursday, 2:00 p.m. When a court holiday falls on Thursday this session shall not be heard.

6. **Criminal Post Conviction Motions:** Heard by the Criminal Hearings Superior Court Judge in Courtroom 304, third floor, Courthouse; Tuesday, 10:30 a.m. When a court holiday falls on a Monday or Tuesday, this session shall not be heard.

Types of motions to be heard in this session (including, but not limited to): motions to seal, vacate conviction, certificate of restoration, certificate of discharge. RALJ hearings including confirming RALJ matters for oral argument, motions to extend time periods for filing briefs and motions to dismiss RALJ appeals, relief from duty to register (all case types). All motions regarding legal financial obligations are scheduled here WITHOUT ORAL ARGUMENT OR APPEARANCE unless requested by the court to appear.

7. **Criminal Warrant Quash (other than sentencing condition violation quash warrants):** Heard by the Criminal Hearings Superior Court Judge in Courtroom 304, third floor, Courthouse; Monday, 10:30 a.m. When a court holiday falls on Monday, this session shall be heard on Tuesday.

8. **Criminal In-Custody Video Arraignment:** Heard by the Criminal Hearings Superior Court Judge in Courtroom 304, third floor, Courthouse; Monday –Thursday, 1:00 p.m. and Friday, 2:00 p.m. When a court holiday falls on Friday, this session shall occur at 2:00 p.m. on the last court day of the week. *Types of motions to be heard in this session* (including, but not limited to): arraignments, bail review, fugitives, and competency evaluations.

9. **Criminal Plea/Sentencing:** Heard by the Criminal Hearings Superior Court Judge in Courtroom 304, third floor, Courthouse; Monday-Friday, 3:00 p.m. *Types of sentencings to be heard in this session:* low level, non-violent offenses where no victim is expected to appear, the sentencing recommendation is agreed, and the in-custody defendant is likely to be released from custody with credit for time served if the court follows the recommendation. There shall be an **In-Custody Plea/Sentencing session Wednesdays at 9:00 am.**

10. **Criminal Motions:** Heard by the Criminal Hearings Superior Court Judge in Courtroom 304, third floor, Courthouse; Thursday-Friday, 9:00 a.m.

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Any hearing confirmed for 10 minutes, or longer shall be *heard by the Criminal Motions Judge* in the judge's assigned department; Thursday-Friday, 9:00 a.m.

When a court holiday falls on Thursday, this session shall not be heard. When a court holiday falls on Friday, this session shall be heard on the last court day of the week.

11. **Criminal Omnibus Hearings:** *Heard by the Criminal Hearings Superior Court Judge* in Courtroom 304, third floor, Courthouse; Thursday-Friday, 10:30 a.m. When a court holiday falls on Thursday, this session shall not be heard. When a court holiday falls on Friday, this session shall be heard on the last court day of the week. There shall be an **Out of Custody Continued Omnibus session** on Wednesdays at 10:30 a.m. When a court holiday falls on a Wednesday, this session shall not be heard.
12. **Weapons Surrender Review Criminal:** *Heard by the Criminal Hearings Superior Court Judge* in Courtroom 304, third floor, Courthouse; Mondays, 9:45 a.m. When a court holiday falls on Monday, this session shall not be heard. *This is for criminal cases, civil cases with Weapons Surrender Review are heard by the Commissioner in Dept. A.*
13. **Criminal Trial Call:** *Heard by the Presiding Judge* in Courtroom 304, third floor, Courthouse; Friday, 1:00 p.m. When a court holiday falls on Friday, this session shall be heard on the last court day of the week.
14. **Sentencing Condition Violation Hearings/SCV Quash Warrants (In-Custody):** *Heard by the Criminal Hearings Superior Court Judge* in Courtroom 304, third floor, Courthouse; Monday-Tuesday, 9:00 a.m. When a court holiday falls on Monday or Tuesday, this session shall not be heard.
15. **Sentencing Condition Violation Hearings/SCV Quash Warrants (Out-of-Custody):** *Heard by the Criminal Hearings Superior Court Judge* in Courtroom 304, third floor, Courthouse; Tuesday, 9:00 a.m. When a court holiday falls on Tuesday, this session shall not be heard. Following a Monday court holiday, this session shall be limited to In-Custody matters.
16. **Family Law Motions:** *Heard by the assigned Court Commissioners* in Departments B and C, first floor, Courthouse; Monday-Friday, 9:00 a.m.

Types of motions to be heard in this session: family law domestic motions, motions to waive, compel or order ADR, seek reallocation of ADR costs, motions to continue Domestic Compliance Schedule timelines, motions for summary judgment to establish parentage and motions for advanced fees.
17. **Family Law/Civil Motions Ex-Parte:** *Heard by the assigned Court Commissioner* in Department A, first floor, Courthouse; Monday-Friday, 9:00 a.m.-10:30 a.m.; and Monday-Friday, 1:00 p.m.-4:00 p.m.
18. **Weapons Surrender Review Civil:** *Heard by the assigned Court Commissioner* in Department A, first floor, Courthouse; Monday 10:30 a.m. When a court holiday falls on a Monday, this sessions shall not be heard. *This is for civil cases, criminal cases with Weapons Surrender Review are heard by the Criminal Hearings judge in C304.*

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19. **Family Law/Civil Motions Extended Hearings:** *Must be scheduled by Court Commissioner in the commissioner's assigned Department, first floor, Courthouse; Monday-Tuesday and Thursday-Friday, 1:00 p.m., and Monday, 11:00 a.m.*
20. **Domestic Violence/Anti-Harassment Petitions:** *Heard by the assigned Court Commissioners in Departments B and C, first floor, Courthouse; Monday-Friday, 1:00 p.m.*
21. **Family Law Pro Se Dissolutions:** *Heard by the assigned Court Commissioner in Department C, first floor, Courthouse; Wednesday, 1:00 p.m. When a court holiday falls on a Wednesday, this session shall not be heard.*

Types of motions to be heard in this session: uncontested dissolutions.

22. **Commissioner Hearings Requiring Interpreters:** *Heard by the assigned Court Commissioner in Department D, first floor, Courthouse; Tuesday, 9:00 a.m. and Friday, 1:00 p.m. When a court holiday falls on a Tuesday or Friday, these sessions shall not be heard.*
23. **State Paternity/Contempt:** *Heard by the assigned Court Commissioner in Department D, first floor, Courthouse; Monday, 9:00 a.m. and Wednesday at 1:00 p.m. State Telephonic hearings; 2nd and 4th Wednesday, 9:00 a.m. When a court holiday falls on a Monday or Wednesday, these sessions shall not be heard.*
24. **Commissioner Civil Motions:** *Heard by the assigned Court Commissioner in Department A, first floor, Courthouse; Tuesday-Friday, 10:30 a.m.*

Types of motions to be heard in this session (including, but not limited to): defaults, discovery motions, and enforcement, supplemental proceedings, unlawful detainers or eviction, receiver actions, removal of wills and motions to amend pleadings.

25. **Guardianship:** *Heard by the assigned Court Commissioner in Department D, first floor, Courthouse; Monday, 1:00 p.m. Tuesdays 1:00 p.m. .and Friday, 9:00 a.m. When a court holiday falls on a Monday, Tuesday or Friday, these sessions shall not be heard.*
26. **Probate:** *Heard by the assigned Court Commissioner in Department D, first floor, Courthouse; Tuesday, 1:00 p.m. When a court holiday falls on a Tuesday, this session shall not be heard.*
27. **Clerk's Dismissals:** *Heard by the assigned Court Commissioner in Department D, first floor, Courthouse; 1st, 3rd and 5th Wednesday, 9:00 a.m. When a court holiday falls on a Wednesday, these sessions shall not be heard.*
28. **Mental Health Involuntary Commitment Hearings:** *Heard by the assigned Court Commissioner with hearings to start at 8:00 am at the starting facility for hearings on that day. The Court calendar ends at 4:30 pm. 14-day probable cause hearings and 90/180 day commitment trials will be heard on Tuesdays, Thursdays, and Fridays at Swedish Hospital and Mukilteo E&T; on Tuesdays, Wednesdays, and Fridays at Fairfax Hospitals and Smokey Point Behavioral Hospital; and Providence Hospital – Colby campus any day Tuesday through Friday. On Tuesdays when there are two calendars, the Facilities are designated as South Calendar Facilities which includes Swedish Hospital, Mukilteo E&T, and Fairfax Hospital – Everett campus. North Calendar Facilities include Fairfax Hospital – Monroe campus, Smokey Point Behavioral Hospital, and Providence Hospital – Colby campus.*

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29. **GAL Compliance Hearings:** *Heard by the assigned Court Commissioner* in Department D, first floor, Courthouse; Wednesday, 11:00 a.m. When a court holiday falls on a Wednesday, this session shall not be heard.
30. **Motions in Preassigned Cases:** *Heard by the Pre-Assigned Judge* in the assigned judge's department. These hearings must be specially set with the judge's law clerk.
31. **Presiding Motions:** *Heard by the Presiding Judge* in the Presiding Judge's department; Monday-Friday, 9:00 a.m.

Types of motions to be heard in this session: motions for trial continuance, motions for case pre-assignment (without argument), trial settings (with argument), and timeliness of the demand for jury.
32. **Civil Trial Call:** *Heard by the Presiding Judge* in the Presiding Judge's department; Monday-Friday, 9:00 a.m.
33. **Motions in Limine:** *Heard by the assigned trial Judge* in the assigned Judge's department. For a preassigned case, contact the law clerk to schedule. For a case set for trial that is not preassigned, Motions in Limine are set on the Presiding Judge's 9:00 a.m. calendar to be assigned out with the trial.
34. **Domestic Compliance Schedule:** *Heard by the assigned Judge* in the assigned judge's department on scheduled Fridays at 1:00 and 2:30 p.m.
35. **Reconsiderations/Amendment of Judgments:** *Heard by the judge who heard the motion prior.* These motions are heard without oral argument, unless requested by the judge.
36. **Surrogacy Agreements:** *Heard by the Juvenile Offender Judge or other judges as designated by the Presiding Judge.* These motions are heard without oral argument unless requested by the judge. These hearings can be scheduled by contacting Surrogacy.snoco.org

Juvenile Judicial Proceedings

All the following sessions are heard at the Charles R. Denney Juvenile Justice Center located at 2801 10th St. Everett, WA 98201 unless otherwise designated.

1. **Dependency Non-Contested Adoption Reviews:** *Heard by the assigned Superior Court Judge in the assigned judge's department* at 3000 Rockefeller Ave Everett; Monday, 8:30 a.m. Review is done in chambers and is not a live hearing. Parties are not expected to attend.
2. **Dependency Adoption Reviews:** *Heard by the assigned Superior Court Judge in the assigned judge's department* at 3000 Rockefeller Ave Everett; 1st and 3rd Fridays of the month, 3:00 p.m.

All motions and reviews as to legally free children are set to this session or at the discretion of the assigned Superior Court Judge. All hearings requiring an in-court appearance, including permanency planning reviews, are set for this session.
3. **Dependency Unified Family Court:** *Heard by the assigned Juvenile Superior Court Judge* in Courtroom 1; Monday, 10:00 a.m. Families are required to check in at 9:00 for assistance from the UFC Court Coordinator.

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4. **Dependency Unified Family Court Preliminary Hearings:** *Heard by the assigned Juvenile Superior Court Judge in Courtroom 1; Monday, 10:00 a.m. Parties only need to appear if they are contesting the proposed order.*
5. **Dependency 30-day Shelter Care Reviews:** *Heard by the assigned Juvenile Superior Court Judge in Courtroom 1; Tuesday, 9:00 a.m. Review is done in chambers and is not a live hearing. Parties are not expected to attend. **Dependency permanency planning reviews:** *Heard by the assigned Juvenile Superior Court Judge in Courtroom 1, Wednesday, 9:00 a.m. and 10:30 a.m.*

Types of motions to be heard in this session: Initial Reviews, Permanency Planning Reviews, 15 Month Reviews, and all subsequent Review hearings.*
6. **Dependency Special Sets/Emergency Sets:** *Heard by the assigned Juvenile Superior Court Judge in Courtroom 1; Tuesday, 2:00 p.m. and Friday, 10:00 a.m. when the judge is on the dependency rotation.

Heard by the assigned Juvenile Superior Court Judge in Courtroom 2; Monday and Wednesday, 2:30pm and Friday, 1:00pm when the judge is on the offender rotation-emergency hearings only. All hearings must be scheduled through the judge's law clerk who may determine if additional times are available.*
7. **Dependency Preliminary Hearings:** *Heard by the assigned Juvenile Superior Court Judge in Courtroom 1; Tuesday, 9:30 a.m.*
8. **Dependency Publication and Default:** *Heard by the assigned Juvenile Superior Court Judge in Courtroom 1; Tuesday, 9:00am.*
9. **Dependency Fact Finding:** *Heard by the assigned Juvenile Superior Court Judge in Courtroom 1; Thursday, 9:00 a.m. trial call. Trials to begin at 2:00 p.m. that day.*
10. **Dependency 72-hour Shelter Care:** *Heard by the assigned Juvenile Superior Court Judge in Courtroom 2; Monday–Thursday, 1:00 p.m.; in Courtroom 1; Friday, 9:00 a.m.*
11. **Dependency Contested Motions:** *Heard by the assigned Juvenile Superior Court Judge in Courtroom 1; Monday and Wednesday, 2:00 and 3:00 p.m. Availability for this session is obtained by contacting the Clerk's office, prior to filing a calendar note.*
12. **Dependency Termination Preliminary Hearings:** *Heard by the assigned Juvenile Superior Court Judge in Courtroom 1; Monday, 9:00 a.m.*
13. **Dependency Settlement Conference:** *Heard by the assigned Juvenile Superior Court Judge in Courtroom 1; Friday, 1:00 p.m. Contact the judge's law clerk to schedule to this session. If no Juvenile Superior Court Judge is available to conduct the settlement conference; the parties may request that the presiding judge assign another Superior Court Judge.*
14. **Dependency Family Drug Treatment Court (FTDC):** *Heard by the assigned Superior Court Judge in that judge's department, Friday, 2:30 p.m. and 3:00 p.m.*
15. **Truancy:** *Heard by the assigned Juvenile Superior Court Commissioner in Courtroom 3; Monday and Thursday, 9:00, 10:00 and 11:00 a.m.*

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16. **Truancy In-Custody Add-Ons:** *Heard by the assigned Juvenile Superior Court Commissioner in Courtroom 3; Monday and Thursday, 9:00.
Heard by the assigned Juvenile Superior Court Judge in Courtroom 2; Tuesday-Wednesday and Friday, 10:30 a.m.*
17. **Children in Need of Services (CHINS)/At Risk Youth (ARY):** *Heard by the assigned Juvenile Superior Court Commissioner in Courtroom 3; Monday and Thursday, 1:00 p.m.*
18. **Children in Need of Services (CHINS)/At Risk Youth (ARY) In-Custody Add-Ons:** *Heard by the assigned Juvenile Superior Court Commissioner in Courtroom 3; Monday and Thursday, 1:00 p.m.

Heard by the assigned Juvenile Superior Court Judge in Courtroom 2; Tuesday-Wednesday and Friday, 10:30 a.m.*
19. **Emancipation:** *Heard by the assigned Juvenile Superior Court Commissioner in Courtroom 3; 2nd Monday of each month, 11:00 a.m.*
20. **Offender Arraignment:** *Heard by the assigned Juvenile Superior Court Judge in Courtroom 2; Monday, 9:00 a.m.*
21. **Offender Fact Finding:** *Heard by the assigned Juvenile Superior Court Judge in Courtroom 2; Tuesday, 9:00 a.m. and 2:30 p.m.*
22. **Offender Plea:** *Heard by the assigned Juvenile Superior Court Judge in Courtroom 2; Wednesday, 9:00 a.m.*
23. **Offender Confirmation:** *Heard by the assigned Juvenile Superior Court Judge in Courtroom 2; Thursday, 9:00 a.m.*
24. **Sex Offender Hearings:** *Heard by the assigned Juvenile Superior Court Judge in Courtroom 2; Friday, 9:30 a.m.*
25. **Offender Docket and Motions:** *Heard by the assigned Juvenile Superior Court Judge in Courtroom 2; Monday-Friday, 10:30 a.m.

Types of motions to be heard in this session (including, but not limited to): rush arraignments, probable cause, return on warrant hearings, warrant quash, show cause (Tuesday-Thursday), diversion termination, revocation, probation violations, restitution, bail review, review, truancy and ARY warrants on Tuesday, Wednesday and Friday, all in custody motions.*
26. **Offender Special Set:** *Heard by the assigned Juvenile Superior Court Judge in Courtroom 2; Monday and Wednesday, 2:30 p.m.; Friday, 1:00 p.m. All hearings must be scheduled through the judge's law clerk who may determine if additional times are available.*
27. **Juvenile Treatment Courts - Post- Adjudication:** *Heard by the assigned Superior Court Judge in Courtroom 2; Friday, 1:30 p.m. Session designed for probation violation and review hearings for Chemical Dependency Disposition Alternatives and Deferred Dispositions with CDDA-like conditions.*

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Dated this 15th of August 2019

Bruce I. Weiss

Bruce I. Weiss, Presiding Judge

Supersedes: Updated 08/15/19; 06/21/2019; Reformatted February 20, 2013-no change to content;
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