



KITITITAS COUNTY COMMUNITY DEVELOPMENT SERVICES

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"Building Partnerships – Building Communities"

CDS STUDY SESSION MINUTES

January 23, 2017

THOSE PRESENT: Laura Osiadacz, Obie Obrien, Paul Jewell (BOCC) Dan Carlson, Mike Flory, Stephanie Mifflin, Doc Hansen (CDS) Luke Huck, Kathy Jurgens, Candie Leader (PW) Holly Myers (PH)

GUESTS PRESENT: Andrew Lyons

Discussion regarding CDS Draft Fee Schedule:

Dan presented the proposed fee schedules for the building and planning sections of the Community Development Services Department (see attachments). Dan explained to the board how the valuation for the building fees came about using the building permit fee model adopted by the County. There was discussion between the Board and Staff regarding the budget expenses and the errors that were found when developing the new permit fee model. There was discussion regarding the number of permits, historically, for each type of permit to get a better idea of revenue generated. Commissioner Jewell requested these numbers to be brought to the Board for the February 7th meeting. Dan stated CDS will be collecting the hours spent on different permits in 2017 to have better data for the next fee update. Commissioner Osiadacz requested CDS put together a table of SEPA fees in surrounding jurisdictions so they can compare the new SEPA fee proposed by CDS.

Board Direction: None.

Kittitas County Air Quality Advisory Committee Fee Request:

Dan stated a letter was sent by the committee to the Board to request to consider the cost of a woodstove permit decrease. Andrew explained the program that Hope Source has regarding the replacement of wood, pellet, and gas stoves, as well as furnace replacements. Andrew explained the rebate process that goes with this program and explained that the fee for permits ends up taking a big portion of the rebate. Andrew explained the tables regarding inspections per type of mechanical fixture (see attached). There was discussion between the Board and Staff on reducing the permit fee on replacement mechanical fixtures only, on having a blanket fee for all fixtures, and how the fee may deter individuals away from obtaining a permit all together.

Board Direction: Reduce fee to \$150 and bring as a proposal to the February 7th fee meeting.

X 

Dan Carlson, Director

X 

Paul Jewell, Chairman

APPROVED
2-7-17