

**COMMUNITY DEVELOPMENT SERVICES
STUDY SESSION
MINUTES**

DATE: January 8, 2007

COMMISSIONERS PRESENT: Chairman Alan Crankovich, Vice Chairman David Bowen, Commissioner Mark McClain

CDS STAFF PRESENT: Director Darryl Piercy, Assistant Director Allison Kimball, Administrative Assistant Mandy Weed, Planner II Joanna Valencia, Fire Investigator/Code Enforcement Brenda Larsen

OTHERS PRESENT: Catherine Dunn, Christina Wollman, Jan Ollivier, Traci Shallbetter, Russ Hobbs, Art Solbaaken, Bob Johnson

TOPIC:	<ol style="list-style-type: none"> 1. Cumulative Impacts Map 2. Follow Up Discussion Regarding the Hearing Examiner Public Hearing 3. Suncadia Fire Station 4. Office Assistant Computer 5. Preview CDS Annual Activity Report 6. CDS Work Plan 7. Permit Software Proposal 8. Board of Adjustment Request 9. Fire Marshal Grants 10. Retention of Building Permit Files (plans) 11. Discuss CDS Organizational Presentation 12. Other
DISCUSSION:	<ol style="list-style-type: none"> 1. Piercy stated that the Project Review Team (PRT) has been developing cumulative impact maps that they would like to present to the Board. Valencia said that to look at how we do SEPA and in collaboration with the well date, we can look at the data and see what is going on with the land. Plat and Short Plat information dates back to the early 1900's. Wollman reviewed different areas of the County with past projects and ones that are currently under review. Piercy said that this information is the result of a collaborative effort from all of the departments working on this project. 2. Piercy asked for direction from the Board regarding a Hearing Examiner public hearing. Piercy handed out a matrix and stated that the last couple of pages are important to look at as they show the different roles of various boards and a Hearing Examiner could fulfill any roles except for legislative roles. Piercy stated that a request was received from the BOA to hold a hearing to discuss the Hearing Examiner. He added that at this point it has been explained to them that this is not their role. Piercy said that they will be asking staff to bring back Findings of Fact, recommended by the BOA, to the meeting following the hearing to create a better record. Piercy stated that a Hearing Examiner will offer

efficiency, not necessarily a better record. Commissioner McClain stated that a Hearing Examiner will get some of the emotions filtered out that aren't pertinent to the process. Commissioner Crankovich commented that people get upset when the BOCC overturns the Planning Commissions recommendations, but there is nothing to make their recommendations accountable as they are based off of the emotion of the crowd, not the code. Piercy stated that the BOA is doing a good job as no appeals have been received within the last 2 years. Piercy suggested that language in the Development Code could be clarified. Commissioner Bowen said his goal is to address the non-project specifics.

3. Piercy said that the request to postpone the completion date of the Suncadia Fire Station is presented by the Fire District rather than Suncadia as the Fire Station was to be completed before the hotel and Suncadia is ready to move forward. The Fire District provided a letter requesting that the contract be modified to postpone the completion date. Piercy asked if the Board would like to pursue this and stated it would require a public hearing and that the trigger is not a safety issue as there are safety elements built in during the time frame. Piercy commented that the hotel will be opening with phases of occupancy. Russ Hobbs said that for now, until the new structure is completed, the closest Fire Department is in Cle Elum. Commissioner Crankovich asked how long Fire District 7 expects this to be delayed. Hobbs says it should be complete by December of 2007, as they are only looking for a couple of months of wiggle room. Traci Shallbetter said that she doesn't see a reason for the BOCC to be involved due to the agreement between Suncadia and Fire District 7. Piercy said he thinks that it is important to go back to the public to allow them to comment. Commissioner Crankovich said that he agrees and it needs to be on the record. Piercy said he will schedule the public hearing for February 6th and potentially have a final answer then.
4. Piercy stated that the Office Assistant computer has never been on a rotation and Computer Services will put it on the rotation schedule if the Board grants approval. The Board concurred to put it on rotation.
5. Piercy said that he wanted to make the Board aware that we are working on a CDS annual activity report. Piercy stated that he would like to publish an annual report starting this year to create a historical database much like the one that is currently in development with GIS. Piercy said that it will contain the activity levels that the Board is used to seeing (see handout for numbers). Piercy stated that a Solid Waste grant has been approved and is being utilized for reimbursement for code violations. Piercy said that within the report it will also show a lot of zeros because they are activities that were not previously tracked. Commissioner McClain asked about collections. Piercy said we only collect if it gets to abatement.
6. Piercy presented a chart that gives a sense of what projects are on the horizon and they are broken down by color and completion requirements. Piercy said that the CAO will not be an easy thing to get through and looking at the scope we will be eating up a lot of our resources and it will be about all that we can do. He added that CDS will need some help by

either a consultant, part time help, or project based. Commissioner Crankovich asked about the Forest Lands Advisory Committee. Piercy said that it depends on how the Board would like to use them as it's not a full time job but it will require a heavy commitment to meet weekly for 6 to 8 weeks. Commissioner McClain said that the RLAC is such a diverse group he would hate to see them disband. Commissioner Bowen asked if CDS would take the lead with all items on the chart with additional staffing what would CDS need. Piercy suggested that, with the exception of the last two items on the chart, the remainder could be completed within one to two years using a well qualified person in long range planning. Piercy said that he would like to see the Cascade Land Conservancy (CLC) run on the TDR's and obtain alot of information. Piercy said that with the increase in fees CDS should be able to cover an additional staff member. Commissioner Bowen said show what it looks like on paper for salary, workspace, etc.

7. Piercy stated that one Permit Software Proposal was received and that staff had taken a cursory look at it and will set up a meeting to discuss it with the other departments involved.
8. Piercy reiterated the issue of the BOA's desire to conduct their own meeting regarding a Hearing Examiner. Commissioner Bowen said the BOA is more then welcome to set up a joint meeting with the BOCC.
9. Piercy stated that CDS would like to make to FEMA for three grants, and is are seeking the approval from the Board. He noted that the grant applications are due in January. The first grant would fund a position for education, implementation, and prevention. The second grant is for smoke alarms mainly for elderly but they could go to anyone. The third grant would allow for the purchase and distribution of 180 emergency escape ladders. He added that all of the grants are funded by FEMA with no matching requirements from the County. Commissioner Crankovich expressed his approval to apply for the grants. Commissioner Bowen and McClain concurred. Piercy said that Firewise is requiring the County to have a County Wide Fire Protection Plan (CWFPP) and the DNR has set aside \$135,000 for development of it. He added that we could be ready for next year's grant cycle through Firewise. One element that will require development is a committee to set the framework for how it will go forward. Commissioner McClain asked if it is reasonable to think that a consultant could be hired for the amount of money indicated. Piercy said that he believes so. Commissioner Bowen asked if the program will require any new regulations. Piercy said not that he is aware of.
10. Piercy stated that CDS have stacks of files containing building permits. He added that he and Mandy have a meeting with Jerry Pettit scheduled to discuss archiving and that CDS would like to remove building plans from old files. Commissioner Crankovich asked if homeowners are required to have a set on site. Piercy stated that they are given a set when they purchase their building permit. Commissioner Crankovich asked about giving them back when a certificate of occupancy is issued. Piercy stated that it could be done. Commissioner Bowen asked what other departments are doing. Piercy said that at his last place of employment they disposed of them every year.

	<p>11. Piercy said that he is working on a presentation for Commissioner McClain and asked to how he would like to see the presentation occur. Commissioner McClain said he would be happy to take a look at it Wednesday, January 10, 2007 at 10:00 in the BOCC conference room.</p> <p>12. Commissioner McClain stated that he has been talking to developers and they would rather see higher fees or pay impact fees in order to have better service, so we need to continue looking at our fees. Piercy said he will do an analysis in comparison with other counties.</p>
<p>ACTION:</p>	<ol style="list-style-type: none"> 1. None 2. None 3. Piercy will put on February 6th agenda for public hearing. 4. Board gave approval to put computer on rotation. 5. None 6. None, Piercy will put numbers on paper. 7. None 8. None 9. BOCC gave approval to apply for FEMA grants. 10. None 11. None 12. None, Piercy will do a comparison.