

**COMMUNITY DEVELOPMENT SERVICES  
STUDY SESSION  
MINUTES**

**DATE: June 9, 2008**

**COMMISSIONERS PRESENT: Chairman Mark McClain, Vice Chairman Alan Crankovich and Commissioner Linda Huber**

**CDS STAFF PRESENT: Director Darryl Piercy, Assistant Director Allison Kimball, Administrative Assistant Mandy Weed and Clerk Lindsay Watkins**

**OTHERS PRESENT: Chad Allen, David Blanchard, Kelly Carlson, Jim Venter, Chad Bala, Pat Deneen, Catherine Dunn, Derek Sandison, Cathy Bambrick, Holly Myers, Noah Goodrich, Lindsey Ozbolt, Neil Caulkins, Fritz Glover, Charles Weidenbach, Vernon Swesey, Kelly Bostick and Jennifer Steward**

<b>TOPIC:</b>	<ol style="list-style-type: none"> <li>1. BOCC Continued Public Meeting: Interlocal Agreement w/ DOE</li> <li>2. Land Use Advisory Committee: Work Program: Filling Vacancies</li> <li>3. Occupancy Permits: Lookabout Lane Building Permits</li> <li>4. Activity Report &amp; Budget: Update</li> <li>5. Department Reorganization: Discussion</li> <li>6. Comprehensive Plan Annual Amendments: Discussion</li> <li>7. Requested by Public Health: Marin Building Permit- Water Availability Issue Resolved</li> <li>8. Requested by Public Health: Sapphire Skies-Group B Water System Approval, building permit approval</li> </ol>
<b>DISCUSSION:</b>	<ol style="list-style-type: none"> <li>1. Bambrick stated she brought back another draft of the inter agency agreement with the DOE, she has not been able to abstain legal review and didn't have approval until this week and Don Anderson has not been in the office yet this morning. Bambrick also stated just know that what has been removed has not been reviewed yet by legal counsel. Bambrick stated she pulled out items that we discussed including the long term management plat from the purpose of the agreement section at the front of the document in the statement of work. Bambrick stated we referred all those specific items back to the MOA so it reflects what's stated in the MOA, and we added in the rights and data and that section was left because DOE has stated that's their specific language they included in all their contracts. Bambrick stated she pulled out all the verbal language there and referred it back to the dispute section and for the most part it mirrors that document. Bambrick also stated they had a specific line added there that says consent is specifically authorized by DOE for the retention of any staff the county deems necessary to comply with terms of the MOA and that was acceptable for all parties. Commissioner McClain stated he noticed appendix B which was a guess to what we thought we might need. It struck him as they should be able to spend that money on anything. Commissioner McClain also stated he would hate to be limited to this incase we need a little more to spend on training and start up cost. Commissioner McClain wondered if there's a way to</li> </ol>

resolve this without having to be held to these particular expenditures. Commissioner McClain questioned appendix A stating it dealt with references to the Emergency Rule and he's a little concerned with the language in that and it doesn't seem to support the MOA. Bambrick stated we haven't agreed to an Emergency Rule yet, it's still in the works and the changes they have suggested have been acceptable to the DOE. Sandison stated about appendix B we have a process for amending these so if an issue emerged where you felt there would need to be a transfer of money from one pot to another we have a process to handle that. Sandison stated for appendix A the Emergency Rule is still in work in progress. Commissioner McClain stated he absolutely thinks we need funding in order to follow through on our agreement with respect to the MOA and we need to sign it and get on with this. Commissioner McClain asked how long legal staff would need to get through this. Bambrick replied two weeks. Commissioner Crankovich moved to continue Board of County Commissioner's public hearing to June 17, 2008 at 10:00 a.m. in the Commissioner's Auditorium. Commissioner Huber seconded the motion and the motion passed with all in favor.

2. Commissioner McClain stated he wanted to recognize all of the work that the LUAC members have put forth. Piercy stated the UGA is set but the issue out there is what will become of the UGN's and questioned what do with them (density, uses, LAMRID's and Rural Towns). Commissioner McClain questioned the language of the appeal. Piercy stated the appeal is concerned with the appropriate urban densities, uses and character, which impact the treatment of what are now classified as UGN's and that the future work of the Land Use Advisory Committee would not be wasted if it focused attention upon treatment of UGN's. Glover stated they have not yet identified commercial areas and where they want to have the economic development and where those zones should be. Deneen commented UGN's would affect the Ronald and Snoqualmie Pass area. Deneen also stated that the areas need to be identified and they need to move forward. Weidenbach stated they want to make sure they are focusing on what the Board of County Commissioners is wanting and would like to touch bases with them on a regular basis. Commissioner Crankovich stated that they need to have contact with the City of Cle Elum also. Weidenbach questioned if they have a plan for how the county is being developed. Piercy stated the criterion was set forth in the document from the Land Use Advisory Committee and that he thinks they are making progress. Commissioner McClain stated he would like to see a targeted balance for commercial and industrial areas. Piercy suggested having a member from the Economic Development Group at the committee meetings when this is discussed. LUAC was given direction to focus upon treatment of UGN's and developing recommendations regarding commercial areas.
3. Piercy stated we issued building permits for homes on Lookabout Lane and they are ready to be finalized and the road improvements haven't been completed which is a condition on the plat for final occupancy of structures. Some houses were finalized years ago and the roads had not been brought up to standards at that time. Piercy questioned if they should be given the same treatment or if we should hold them to plat the

conditions. Commissioner McClain stated he doesn't see how we can allow them to keep making the mistake. Caulkins stated that when mistakes are made you should not keep making them since you did it once. Piercy stated we may want to look at having road improvements completed prior to the finalization of the plat.

4. Piercy stated building permits for the department are down 30% from this time last year, however last year was a banner year but we are ahead of 2005 and close to 2006 permits. Piercy stated it is about 3:1 activity occurring in the upper county. Decrease has led to reduction in our revenue of 21%. Piercy also stated he is working with Judy for some weighted numbers as most of the revenue generated in CDS occurs in the summer months. Expenses are also down 21%. Piercy stated at this time there is a Permit Tech vacancy and recommended not to fill that position at this time. There is also a vacancy in the Investigation /Enforcement Officer job description. Piercy recommend that we hold it open or fill it with the change being Deputy Fire Marshal/Code Enforcement after hiring Fire Marshal and the Fire Marshal position going directly under the BOCC. Piercy also stated we have three Building Inspectors and only need two. Piercy suggested moving a Plans Examiner over to Code Enforcement and move a Building Inspector to a Plans Examiner position. Piercy stated all Plans Examiners are certified Building Inspectors so they can go out on any given day if needed. Bambrick went over county contributions from Environmental Health to Community Development Services for the Permit Tech position (see handout). Commissioner Huber stated this is actually cleaning things up in the budget. BOCC gave approval for Bambrick to continue with filling her vacancy upon finalizing the job description. Bambrick commented that she was waiting for final HR approval. Commissioner Crankovich questioned if there is a difference in salary between the EH front counter staff and the CDS front counter staff. Piercy stated no, the ranges are very close.
5. Piercy stated he wanted to bring Commissioner Huber up to date on the reorganization approved by the BOCC last year and make sure the BOCC is still on board. Piercy also stated there are two different models which he handed out: 1) current linear approach missing out on opportunities. 2) four groups rather than five and a manager of each group. Piercy stated this would allow him more time to spend on budget and policies. Piercy stated this also creates more exempt employees but there would be some additional cost, but this is offset by overtime. The different in cost is about \$3,000 and proposing finalizing job descriptions and moving forward with filling these based off of the chart. Commissioner McClain said he doesn't think Code Enforcement should report to the Fire Marshal, but the Deputy Fire Marshal will on a half time basis. Commissioner Crankovich questioned the Permit Tech II. Piercy said that was budgeted for 2008 for growth and creating a career track. Piercy stated he was not asking for that at this time, just the managerial tier. Piercy stated the tier leads to employee retention. Commissioner McClain stated he is ready to move forward. Ok by Commissioners Crankovich and Huber upon finalizing job descriptions.
6. Piercy stated issues are still waiting for the comprehensive plan appeals

to be adjudicated and we are fast approaching the deadline being at the end of June for the 2008 Comprehensive Plan Annual Amendments. As the courts have not ruled on a number of items we may compromise this process if we proceed with the 2008 amendment cycle. Piercy also stated we need Board of County Commissioners action to suspend this process until we are found to be compliant. Open-open space will continue as they are now a separate process. Piercy stated it would take putting together an ordinance and will put paperwork together to set a Public Hearing for July 1, 2008.

7. Bambrick stated the problem was that the Building Permit did not meet the Critical Area 50 foot setback but after speaking with Encompass it does just in the middle of the road. Bambrick also stated she wants to set a fee for well site inspections which she will discuss at the next study session.
8. Bambrick stated she was not aware that they were proposing a Group B and they have been caught up in the middle of the process of the DOH change. Bambrick also stated they have unique circumstances and recommended they get approval. Commissioner McClain asked Piercy if this changes his mind. Piercy stated if the Health Department signs off on it that is fine, but stated we could end up with the same issue on Lookabout Lane and it would just be water not the road. Deneen stated they are working their legal person and believes they should have an answer in the next week. Deneen also stated the holdup is the agreement has to be with all of the owners and they are working with fourteen and 1 of them is in China and cannot be reached. Deneen stated also that this is not the County's fault; it was just caught up in the change in DOH. Commissioner Crankovich said he would be willing to issue foundation only and see where we are at in two weeks. Commissioner Huber concurred.

**ACTION:**

1. The Board passed a motion to continue to the June 17<sup>th</sup> BOCC Agenda at 10:00am.
2. None, LUAC will focus upon treatment of UGN's and developing recommendations regarding commercial areas.
3. None
4. None, BOCC gave approval for Bambrick to continue with filling her vacancy to cover the counter at the Permit Center.
5. BOCC approved proposed department reorganization upon finalizing job descriptions.
6. Piercy will set a public hearing for July 1, 2008 at next BOCC agenda.
7. None
8. None, ok to issue foundation only permit.