



KITTITAS COUNTY COMMUNITY DEVELOPMENT SERVICES

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"Building Partnerships – Building Communities"

CDS STUDY SESSION MINUTES

July 28, 2014

THOSE PRESENT: Gary Berndt, Obie O'Brien, Paul Jewell (BOCC) Stephanie Mifflin, Jeff Watson, Lindsey Ozbolt, Mike Flory, Doc Hansen (CDS) Candie Leader, Kirk Holmes, Christina Wollman (PW) Jim Goeben, Andrew Drain (IT) Erin Moore (EH) Marsha Weyand (AS)

GUESTS PRESENT: None.

The order of items on the agenda was changed prior to meeting beginning:

1. Call to Order
2. Public Benefit Rating System Presentation
3. Lean Process and Preliminary Site Analysis (PSA) Implementation
4. Building Permit Live!
5. Other Business
6. Adjourn

Public Benefit Rating System Presentation:

Doc stated he sent the draft proposal out last week for review. Jeff presented an example to the Board, explained the points system and stated he wanted to reexamine and reword parts of the document. Commissioner Jewell asked if this would apply to all parcels involved. Doc stated yes, all parcel owners would be notified, and the rating system would be applied. Commissioner Jewell stated the chart is simple and asked if the Board would look at these. Doc stated no, the Board would only look at them if they were appealed. Commissioner Jewell asked why the Planning Commission is not used in this since they make land use decisions. Doc stated he was double checking this requirement and stated that the definitions do not match so the Planning Commission is not needed. Commissioner Jewell asked if third-party groups have been looked at. Doc stated yes, third-parties have been discussed and they are looking at people to contact for good feedback. Doc stated work groups rather than a Citizen Advisory Committee are being looked at so it can be on the Docket.

Board Direction: None.

Lean Process and Preliminary Site Analysis (PSA) Implementation:

Lindsey updated the Board on the Lean process. Lindsey stated August 1st is the start date for the PSA being mandatory prior to submittal of a building permit. Lindsey stated the one-page application is complete and will be online by August 1st. Lindsey stated the building permit packet is down from 27 pages to 16 pages. Commissioner Jewell asked about the communication plan. Lindsey stated there have been multiple press releases, emails, and a presentation to the Central Washington Home Builders Association.

Board Direction: None.

Building Permit Live:

Mike gave a brief presentation to the Board on the building inspection reports live online. Mike showed the Board where to find the inspection reports on the County website and explained the program IT created for the inspectors. Commissioner Jewell asked how this process is different than the previous process. Mike explained how the hard copy is now typed and printed instead of hand-written and explained how individuals are able to look on the website immediately after their inspection to see the results instead of calling the front counter Staff or driving to the job site.

Board Direction: None.

APPROVED

11-18-14