

# **Development and Engineering Advisory Board Meeting**

**July 12, 2018**

**2:30p.m. – 4:30p.m.**

**Public Service Center**

**Board members in attendance:** Don Hardy, James Howsley, Mike Odren, Jeff Wriston, Ott Gaither, Terry Wollam, Eric Golemo, Andrew Gunther

**Board members not in attendance:** Steve Bacon

**County Staff:** Cherie Burmaster, Greg Shafer, Laurie Lebowsky, Mitch Nickolds, Janette Chumley, Brent Davis, Rod Swanson, Councilor Jeanne Stewart, Council Chair Marc Boldt

**Public:** Houston Aho, Steve Madsen, Ryan Makinster (BIA)

**Call to Order:** 2:31p.m.

## **Administrative Actions**

- Introductions
- DEAB Meeting is being recorded and the audio will be posted on the DEAB website.
- Review/Adopt last month's minutes: Minutes from June 2018 were approved. Gaither motioned first, Odren seconded, all in favor to approve.
- Review upcoming events: COUNTY COUNCIL Work Sessions every Wednesday; COUNTY COUNCIL Hearings every Tuesday.
- DEAB Member Announcements: Shafer posted member replacement in June (will run 5-6 weeks) and will close end of July.

## **Paradise Point Circulation Plan**

- Laurie noted that the neighborhood west of connected road to Ilani Casino generated complaints not able to get out of neighborhood to I-5 past the casino; complaints generated from special events at casino, not peak hours. Circulation Plan created in response to complaints. Laurie will attend Work Session August 1<sup>st</sup> and will present to County Council.
- Laurie isn't in favor of a circulation plan as: a second westbound lane to Cowlitz Way/31<sup>st</sup> Ave was constructed connecting neighborhood to I-5 generating less complaints; ultimate design of which will be a 4-lane minor arterial; new lane seems to address neighborhood's concerns. A count of lots west of casino done (apx. 100)-not enough residential houses. There are environmental issues. Laurie would like to wait and see about constructing a lane around the casino.
- Original traffic study when casino opened didn't address the need for additional vehicular circulation
- Suggestions from group to note traffic assessment results in the presentation to the County Council and to include an aerial map to better show the area of discussion.
- DEAB made motion in support, of information presented, to continue to monitor the situation to see if it has been resolved by the additional westbound lane, and agree that at this time a circulation plan isn't necessary; Golemo motioned first, Wriston seconded, all in favor to approve.

## **Manufactured Housing Code Updates**

- Lebowsky noted last year a three-part project for innovative housing was initiated; Part 1: adopting cottage housing code; Part 2: accessory dwelling unit code; Part 3: updating manufactured housing code. A lot of changes need to be done.
- Lebowsky revised the code to comply with state legislation about manufactured housing. The county can't regulate manufactured housing any more than any other housing type, it can't restrict location of manufactured housing, and can't adopt an ordinance that prevents required removal of recreational vehicles from a manufactured home park.
- Laurie put in recommended changes to Title 40 codes based on state recommendations.
  - **40.100.070-Draft Review Definitions**
    - Definitions on page seven of single family dwelling: recommendation to expand single family dwelling to include manufactured and modular homes; Definitions of page 15 and 16: p. 15 (deleting definition); p. 16 (adding definitions). Two mobile homes on one tax parcel equates to a mobile home park. A mobile home is a single-family dwelling (manufactured before 1976), but the proposal would allow them to stay.
    - Mobile homes are allowed in a manufactured home park-this is for NEW development. You can create a NEW manufactured home park, but can't put a module made prior to June '76 unless you get a red tag from HUD.
    - Group discussed what a mobile home and a manufactured home really mean and needing clarification on code verbiage.
    - Requested verbiage for clarification on what a mobile home (built with axels and has a chassis) and manufactured home (no axels, skirting, etc.) is in relation to a "single-wide" and recreational vehicles and how these fit into the code.
    - RCW 36.01.225 (d) - need heating equivalent to state energy code; this is determined by L&I for a modular home (often need yellow tag from L&I), or a red tag from HUD can substitute in other circumstances.
  - **40.260.130-Mobile Homes on Individual Lots Repeal Draft Review**
    - The goal is to repeal this due to RCW regulations on placement of manufactured homes outside of manufactured home parks.
    - Historically, plats have had notes that dictate no manufactured homes. This code adoption would disallow these plat notes.
    - Expanding definition of single-family dwelling.
  - **40.260.140-Mobile Home Parks Draft Review**
    - On P. 1, Lines 5-8: Proposing a change to allow for placement of recreational vehicles in manufactured home park as long as they have a L&I permit.
    - A park model is a "single-wide".
    - Group discussed equality of standards between RV parks, mobile home parks, and manufactured home parks (i.e. number of days allowed to park/be in spaces).
    - Per Nickolds, there's a provision in Washington State RCW that provides for RVs occupied as primary residences; they are allowed in manufactured home parks.

○ **40.260.210-Temporary Health Hardship Draft**

- This change would modify the definition to allow a modular home to be used as a temporary health hardship as long as it's not on permanent foundation.
- Need a doctor's note for a temporary health hardship and needs renewed; typically has to be a manufactured home; no changes to zoning or setbacks.
- A mobile home built before '76 can be used for a temporary health hardship if it has red tag.
- Laurie pointed out timeline for adoption process on Slide 5 of PowerPoint presentation.
- Odren noted he'd like to see a definition for "alterations" in subset one in 14.32A on the last page. Laurie will look into the definitions chapter for clarification.
- Group made motion to support changes as proposed related to manufactured housing codes: Howsley motioned first, Golemo seconded; all in favor of approval home codes.

**Citygate Implementation Updates**

- Nickolds went over brief work summary from Functional Oversight Team which includes county staff and private industry experts.
- Reverse engineering a residential tax lot permit which helps start with knowing when the permit was issued and background facts (i.e. review times, completing reviews, responses, all touchpoints and interactions, etc.). Goal is to take away long process times and compress it all into a 30-day or less timeframe, to question why we do what we do, and to help the public be more self-sufficient with the permitting system. The example was from a real permit, one process type, which took 13-14 months. This is an opportunity to find out what could have been known and communicated better back and forth.
- Per Nickolds, a typical, existing tax lot processing timeframe is 4-14 months; timelines previous to this could have been a little slower due to the recession and loss of employees and knowledge.
- Davis noted pre-recession regulations might not have been as stringent on developments, however Stormwater has now become more involved among other processes.
- Gaither requested Nickolds to look into any extra requirements the county imposes over and above state and federal requirements and to address them.

**Consolidation of Services Related to Site Development for the Building Permit Process**

- Davis proposed the idea to improve Stormwater permitting by reorganizing review and inspection processes for site work related to building permits.
- Instead of Permit Center staff processing minimum requirements 1-5 and Dev. Eng. 1-9 applications, and Wetland and Habitat reviewing critical areas (all trying to coordinate behind the scenes), all of this would be under one program with follow through with the building inspection process. Also, per Nickolds, the program will help with ongoing requirement for compliance with NPDES.
- Site issues have come to light that require changes, requiring post plan engineering reviews; Davis would like to see on-site changes that would just require documentation in an as-built due to available expertise for inspectors.
- Talked about pulling over other site related processes, like flood plain review, and doing all the inspection verification work (i.e., landscaping) that Planning staff is doing.
- The new Water, Soil and Habitat group would bring in biologists, and a professional engineer will need to be hired as lead reviewer for engineering work. The group is supported by technical staff and

permit staff position, two Inspectors focused on site work, and an Office Assistant. Still working on staff titles with Human Resources.

- Routine Erosion Control Inspections will be done by Building inspectors for subdivisions.
- Would be looking at retaining walls and resolve any of the issues.
- Concerns were brought up with review fee amounts for projects and time that reviews should take on single families versus subdivisions; Golemo suggested “certified consultants” for stormwater plan reviews.
- Brent noted that the future workload of the new program would use the existing fee structure and he doesn’t expect any fee structure changes.
- Want to implement program with Phase 3 of LMS and alignment of the county budget in early February; still need internal approvals from County Council.
- DEAB made motion of support in Nickolds and Davis’ efforts for the Consolidation of Services related to Site Development for the Building Permit Process for Community Development. Howsley motioned first, Odren seconded, all in favor to approve.

### **Public Comment**

- Jeff Wriston expressed need to talk with Nickolds about Final Plats.
- Steve Madsen recommend management to encourage solutions for different things that don’t get carried/translated down to line staff (i.e. the LEAN process) that can result in misinterpretations from staff; policies related to line staff should be relayed properly
  - Nickolds addressed this by stating standard operating procedures are available within Community Development so that anyone can do a task the same way.
- Shafer opened up the DEAB August agenda for suggestions as it was open:
  - Howsley would like to talk about code amendment for certification for consultants for SFRs-for habitat biologists and engineers.
  - Madsen suggested a Parks Inventory update –Shafer will get with Mike.
  - Hardy suggested Chelatchie Prairie rail update from Jose Alvarez.
  - Gaither suggested Susan Ellinger give an update on the Project Delivery Details Committee.

Meeting adjourned: 4:13p.m.

Meeting minutes prepared by: Cherie Burmaster

Reviewed by: Greg Shafer