

Development and Engineering Advisory Board Meeting
October 5, 2023
2:30pm – 4:30pm
Public Service Center
Meeting held by Microsoft Teams

Board members in attendance: Sherrie Jones, James Howsley, Dan Wisner, Jeff Wriston, Andrew Gunther, Ryan Wilson, Eric Golemo, Mike Odren, Seth Halling

Board members not in attendance: Nick Flagg, Terry Wollam

County Staff: Shannon Nashif, Jennifer Reynolds, Amy Wooten, Glen Yung, Rod Swanson, Max Booth, Brent Davis, April Furth, Mikaela Rankin, Devan Rostorfer, Jose Alvarez

Public: Jackie Lane, Justin Wood, Houston Aho, Brandy McEllrath

Call to Order: 2:30 pm

- **Administrative Actions:**
- Introductions
- DEAB meeting is being recorded and the audio will be posted on the DEAB website.
- Review/adopt last month's minutes (adopted)
- Review upcoming events:
 - Public Hearings:
 - October 19th @ 6:30pm – CPZ-2023-00002: 2024-2029 Transportation Improvement Plan TIP
 - COUNTY COUNCIL Work Sessions:
 - October 4th @ 9:00am – 2023 Fall Supplemental
 - October 11th @ 9:00am – Parks and Land Draft 24-29 Capital Plan
 - October 18th @ 9:00am – 2023 Sale and Use of Fireworks and Related Impacts
 - COUNTY COUNCIL Meetings:
 - October 3rd @ 10:00am – Road Vacation: NW 9th Ave, Home Ave, Harvey Ave
 - October 17th @ 6:00pmm – No agenda as of 10/03/2023
 - November 7th @ 10:00am – No agenda as of 10/03/2023
 - PLANNING COMMISSION Work Sessions:
 - October 5th @ 5:30pm – CPZ-2023-00002: 2024-2029 Transportation Improvement Program TIP
 - DEAB MEETING:
 - November 2, 2023 @ 2:30pm
- DEAB member announcements:
 - Follow-up to the housing options meeting attended by several DEAB members
 - Adding to next month's DEAB agenda
 - Discussed cottage code, garages, etc.
 - Regarding the House Bill in the climate action portion
 - Discussed establishing parameters and identifying stakeholders

Assessors Office property system freeze

Presenter: Jones

- Assessor's office must have levy certifications done by the state law-required deadline, mid-September
 - Decided by Department of Revenue
- Working on identifying ways to better spread the word

Bi-Annual Code Updates

Presenter: Davis

- Scrivener's errors and minor changes
 - Change to definition of adult family home
 - Wireless Facilities code provision added
 - Road standards scrivener's error
 - Misstatement of threshold for moderate and high habitat function in wetland rating form
 - Grammatical errors
 - Change in neighborhood meeting code for Type 2A process
 - Clarification of SEPA thresholds in site plan code for storage tanks
- Reference updates and cleanups from other code amendments
 - Road standards and Road modification code
 - Clarifications
 - Exception from setbacks for fences and retaining walls
 - Road standards – deferral of frontage improvements
 - Approval process for final site plans and construction plans – required signature
 - Provisions that allowed deferral of impact fees and who pays for recording of required documents
- Minor policy items
 - Shoreline amendments adopted on March 7th
 - DOE withheld approval pending definition correction of isolated wetlands in Title 40
 - Rural ADU standards
 - Clarifying floor area used to calculate size and access location for ADU
 - Exempting rural ADU from site plan review
 - Public Notice Radius
 - Increasing radius for Type 2, Type 2A, Type 3, and Type 4
 - Major Home Business
 - Proposing to add Pre-App Conference requirement to major home businesses

- Community Meetings
 - Changing venue requirements
- Non Title 40 Changes
 - Fire Code
 - Removing requirement for security key boxes
 - Building Code
 - Removing exception for ag structure
- ❖ **Motion by Mr. Golemo: For DEAB to recommend to Council to include the cottage code-garage item in the Housing Options, because it is more appropriate than the Bi-Annals, is holistic, and will be looked at with the comprehensive changes and major policy changes. – Motion passed.**
- ❖ **Motion by Mr. Golemo: For DEAB to recommend approval of all the Bi-Annual code amendments. – Motion passed.**

Stormwater Concerns: Driveway area, roof area

Presenter: Golemo

- Stormwater design and engineering plan assumptions can vary, resulting in post plan changes, delaying the approval process.
- Figuring out a good way to help the process for resolving these issues more efficiently, perhaps with a policy letter, would be beneficial to developers and meeting deadlines.

Comp Plan Planning Assumptions

Presenter: Golemo

- DEAB reiterates recommendations on planning assumptions in the VBLM, such as infrastructure percent deduction, deduction for schools and parks up front, the market factor, the conversion of critical areas to developable, etc.

Public Comment

- N/A

Meeting adjourned: 4:30 pm

Meeting minutes prepared by: Diana Schotanus

Reviewed by: Megan Fletcher