

CALL TO ORDER, PLEDGE OF ALLEGIANCE AND ROLL CALL

Mayor Hunter T. George called the special meeting to order at 6:00 P.M. and led the pledge of allegiance. Councilmembers David M. Viafore, Shannon Reynolds, Brett Wittner, Denny Waltier, Blake Surina, and Jamie Nixon were present.

AGENDA MODIFICATIONS

There were none.

PLANNING AND BUILDING FEE SCHEDULE

Planning and Building Administrator Stahlnecker briefed the Council on the proposed Planning and Building fee schedule, stating the presentation was a direct comparison between the current fees and the new fees being proposed. Stahlnecker indicated the current proposal incorporated the Council comments received at the August study session, and stated that staff was comfortable that the proposed increases met the reasonably-based cost recovery requirement after consulting with the City Attorney, planning consultant, and building official and conducting further research. Stahlnecker requested comments and direction from Council in order to bring the proposed schedule of fees to Council at a future meeting for action. Viafore departed at 6:05 P.M. and returned at 6:06 P.M.

Under Single-Family Dwelling and Duplex, there was a brief discussion regarding mechanical and plumbing permits and mechanisms for enforcement as well as the re-roof permit. Viafore commented on the re-roof permit not being reasonable; George requested further discussion and more information.

Under Multi-Family and Non-Residential, there was a brief discussion on how staff recovered their costs from pre-application meetings; Stahlnecker indicated intake fees covered a portion of those and pre-deposit in special circumstances. Stahlnecker indicated that applicants were responsible for the full cost and were refunded or invoiced depending on the costs. Regarding re-roof commercial permits, Waltier recommended posting an article in the Town Topics regarding required permits and the benefits of the permits; Stahlnecker indicated one would be posted in the spring and would utilize the City's Facebook.

Under the Planning Permits, there was a brief discussion on Home Occupation, Short Term Rentals, and Zoning Verification fees. Viafore inquired if Tacoma Fire Department could perform the short term inspections as it related to safety; Stahlnecker indicated she would review the contract to determine if it was include in the scope of work for residential inspections. Viafore inquired about the liability exposure regarding zoning verification; Stahlnecker indicated she would review it with the City Attorney to ensure the City was including the proper language to minimize liability.

Under Land Use Applications, Stahlnecker indicated the proposed changes would establish fees based on project type as they shared the same process, which would result in the same intake fee, and stated the proposed changes would eliminate different fees for different sizes. Stahlnecker provided a brief background on each project type and how often the City received project type applications.

Under Miscellaneous, Stahlnecker briefed the Council on the proposed changes to Signs, Inspections, and other fees. Viafore inquired if the City issued commercial occupancy permits and commented on safety and liability; Stahlnecker indicated they were not required and recommended moving in that direction.

Stahlnecker indicated the next steps included bringing this item back to Council at a future meeting for approval.

ACCESSORY DWELLING UNITS


City Manager Pingel briefed the Council on the Accessory Dwelling Units (ADU), stating staff proposed no changes to the code other than clarifying the intent of the City in the code and how the City bills ADUs could be modified. George stated that staff properly and appropriately interpreted the code and requested Council input on Council revisiting the ADU policy and being aware of unintended consequences. There was a brief discussion regarding, caring for elderly parents, economic hardships, and surveying the existing ADUs on an anonymous and voluntary basis to assess whether the ADUs are for profit or for personal reasons. George requested staff to come back to Council with a proposal to drop ADUs and the cost to the City. Public Works Director Wakefield confirmed that Council was requesting to modify how the City billed utilities for ADUs and that an ADU could be considered equivalent to a single-family residence as it related to utility billing, and cautioned that although the residents would be responsible for the consumption fees, the City would be subsidizing that the ADU unit under this proposal due to the lowered base fee in the utility rates. Wakefield indicated that the City currently has two pending ADU applications in process, and Permit Technician Westman indicated staff received approximately ten inquiries recently regarding detached ADUs and a few of them were for family members. There was a brief discussion regarding detached ADUs, and George requested staff to return with more information.

ADJOURNMENT

Reynolds MOVED to adjourn the meeting at 7:29 P.M., seconded by Wittner. The Motion Carried (7-0).



Hunter T. George, Mayor



Jessica Nappi, City Clerk