

2x6LU Working Group Notes

September 13, 2024

- 1) PA not required
 - a) one exception for shoreline variance is required, tried to include other agencies; fizzled
 - b) Ideal when site visited then discussed among agencies
 - c) Including other agencies works in some places but hard to arrange... long timelines
- 2) SFR consult- flushes out a lot but only ½ hour
 - a) Single resi lot
 - b) \$350
- 3) Hourly rate meeting (can request specific reviewers) but no written notes
 - a) For projects earlier in the design cycle
 - b) Feasibility
 - c) Email, or recorded Zoom, typical elsewhere (even the free 15min discussions)
 - i) Notion but a specific issue/design consideration
 - ii) Include the site plan/sketch used for the guidance
 - d) Probably the meeting type for early-design discussions
 - e) Written response but includes written submittal materials: stay together for context
- 4) Preapp actual report and written summary (includes PW)
 - a) Typically 80% design
 - b) Today's County letters are not legally binding (not till application and completeness)
 - c) Today working 50/50 great
 - d) When the design, detail, reports well along, easier to comment
 - i) At feasibility phase, we don't have all this
 - e) Used to have an intake checklist for PAs, even returned some
 - f) We have a PA summary letter template (looks like a staff report)
- 5) Intake
 - a) Today: many of today's applications will be incomplete under 2x6
 - i) Would be great to have periodic handouts of frequent misses
 - ii) Include in T21 brochure
 - b) BFS: public access shown in site plan (including second access >100)
 - c) Completeness screeners:
 - i) Planner
 - ii) DE (also for PW)
 - iii) BFS (include these items on the intake checklist): access and water (flow)
 - (1) Yes, part of screening (at least some... the bigger ones).
 - (2) Reevaluate after doing this a while
 - d) Completeness deeper than before
 - i) Not just the elements like today; code helps clarify in some cases
 - ii) 1:1 with the intake checklist
 - (1) (most effective to include all we check for in completeness in the intake checklist)
 - iii) ½ to 1½ for a good intake review?

- (1) Have a good checklist going forward
 - (2) Intro speaks to Kitsap code
 - (3) Akin to triage back in the day. Was 30-60 min.
 - (4) 2-3 of these a week
 - (5) DE thinking a time block a day a week to hammer these out
 - (6) Teams meeting invite... actually resume triage here?
- iv) New code coming 1/1
- e) Decide leadtime in next meeting
 - f) Can applicant opt-out of intake meeting (when deficiency is simple).
 - i) Treat like we treat technical review meetings today
 - ii) The intake meeting becomes essentially an intake debriefing
 - iii) Charge debriefing meetings separately? Separate flat fee??