

# Waivers Working Group Notes 10.4.24

- Follow up from last week:
  - Yellow parcels to include buffers
  - Should this be a Permit Technician or Planner review?
    - Technical report would be required so it would need to be reviewed by technical staff.
    - Permit Technicians don't currently have that expertise
  - Intake checklist
    - Site plan requirements
    - Current building site plan requirements checklist available
    - Limited internal site plan checklist used by Permit Technicians
- Waivers:
  - Will not be issued for environmental issues
  - R/Y/G mapping features to identify that there is a condition touching the parcel not buildability of lot
  - R/Y/G is a color indicator indicating the level of technical review
  - Does R/Y/G help navigate multi-use phased construction?
  - Site plan required to review/issue waiver and will be attached to waiver when submitted
  - Mechanism for getting waiver prior to submittal and track staff time:
    - High level initial review – estimated 5-10 mins to check site plan to aerial imagery
    - If something was discovered during first cycle that overrode the waiver
    - Could be built into Camino
    - Getting waiver approval in POD, pre-apps, staff consults – still cannot guarantee that waiver will still be accepted during review
    - Developer/Applicants would not wait to get to intake to get waiver, they need them before intake
    - Create parcel tag if waiver is issued
    - Not received through LiveChat or CRM
    - Individual waiver or waiver bundle?
  - Disclaimer that we reserve the right to reinstate requirement during review. Or wording on the waiver stating that waiver is approved for project to the code that was in place at the time of the waiver approval
  - Concern of consistency between review staff accepting waivers
  - Situations where waiver would be appropriate:
    - If stream was on far side of parcel and building on other side of parcel
    - If parcel is across the street from shoreline
    - Small porch/deck being constructed on the opposite side of house from wetland
  - Stormwater drainage waiver:
    - Not organized process

- Received in lobby
- Time not charged
- Waivers issued without documents for reference and then creates review issues
- Building Permit Waivers
  - Always have staff signature on
  - T21 waivers not signed by staff
- Other jurisdictions offer:
  - Quick touch base with staff – very known conditions / easy
  - Hourly one on one – if you must review documents
  - KURT - Waivers in Cowlitz County?

Environmental waiver criteria:

- Additions to existing structures/development that are farther away from feature or if stream is typed in-stream and further away than what is shown on map
- 5+ acres
- More than 200ft from critical area/feature
- Slopes not over 15%

NOT FOR:

- Dispersion in landslide area
- Not for new development on shoreline property

Fire waiver criteria:

- None

Control mechanisms:

- Email to applicant
- Require site plan
- Expiration date for waiver
- Very specific on description of what waiver allows
- What do we do when code changes/code requirements change

There are circumstances where waivers on building submittals:

- Energy code worksheet – too costly to bring up to code
- IBC/IFC – not many exceptions for waiver opportunities
- Permit types dictate and are tailored to the projects and answers from applicants.

Process:

- Waiver request – built into Camino/SG – waiver approved or denied (like zoning letter)
- Site plan required submittal
- Questions in Camino very specific to the waivers
- Planner of the day reviews waivers
- AND include is as an option to upload waiver with submittal if the customer is already ready to apply
- Alicia Langdon – going to work with Matthew on feasibility of creating in SG
- Will the waiver be transferrable between owners? For instance, a yellow parcel is issued a waiver that there is no wetland. Does that apply to future owners?
- Can a waiver request lead to staff site verification? Yes – may be needed