



**CITY OF MOUNT VERNON
PLANNING COMMISSION MEETING**

Starting at – 6:00 p.m.
Agenda for **July 20, 2021**

	DESCRIPTION	PUBLIC HEARING?		ACTION REQUIRED	STAFF CONTACT
1.	Approval of the 02.16.2021 Meeting Minutes	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	Motion	Morgan Morrison
2.	Shoreline Master Plan Periodic Update	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	None	Rebecca Lowell
3.	Miscellaneous	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	None	NA

City of Mount Vernon
Planning Commission Meeting
DRAFT Minutes February 16, 2021

Rebecca Lowell called the meeting to order.

Present were Planning Commission members Christian Carlson, Mary Mae Hardt, Marco Morales, and Adair Orr.

Present for City Staff, Principal Planner Rebecca Lowell, Development Services Director Chris Phillips, Building Official, Mark Sniffen, Fire Marshal, Barry Kerth and Sr. Permit Technician, Shawna Gossett

Planning Commission members Christopher Bollinger and Beki Cox were absent.

No members of the public were present

PUBLIC HEARING FOR PROPOSED AMENDMENTS TO BUILDING, FIRE, PROCEDURE, SUBDIVISION, FLOODPLAIN AND FEE SCHEDULES:

Rebecca Lowell provided an overview of the proposed Code change.

Building Code (MVMC Chapter 15.04)

1. Update to version of the IBC adopted by State Law.
2. Removed requirement for building permits for the following activities. Put in place requirement to have an administrative site plan approval to make sure these types of improvements are not placed in critical areas, setback areas, etc.
 - Fences under 7 feet in height
 - Storage sheds 200 s.f. or smaller
 - Decks 30-inches or less above grade
 - Residential re-roofs
 - Window and door replacements with in-kind windows and doors
3. Expiration of Permits from 180-days to 2 years with the ability to extend an additional year.
4. Removal of code that is no longer applicable
5. Fees for Floodplain Development Permits – currently no fee is assessed:
 - \$100.00 with no elevation certificate
 - \$250.00 with elevation certificate
 - Fees assessed by the State Building Code Council (RCW 19.27.085) to automatically update
 - Hourly fee from \$75.00 to \$125.00
6. TCO from 30 days to 180 days

Fire Code (MVMC Chapter 15.08)

1. Update to version of the IFC adopted by State Law.
2. Removal of code that is no longer applicable and corrections made to cite code cross-references correctly. For example:
 - Emergency responder radio coverage and emergency lighting/exit sign sections are being deleted because the 2018 IBC addresses these issues
3. Expiration of Permits from 180-days to 2 years with the ability to extend an additional year.

4. Type and format of fire permits corrected to match what is required in the City's on-line permit system.
5. Clarified address number specifications
 - Fees for Fire Codes are being consolidated and made easier for Applicant's to calculate and Hourly fee from \$75.00 to \$125.00
6. Addition of permit expirations for all permits into one location.

Procedures Code (MVMC Chapter 14.05)

1. Adding Fire Permits and their associated submittals vs. relying on them being a type of Building Permit
2. Add administrative planning permit for site plans for permits now exempted by the Building code.
3. Extending the timeframe from 30-days to 90-days when additional time is needed by an Applicant for re-submittals.
4. Updating electronic signature requirements to match Federal and State laws
5. Submittal requirement tables updated to include Fire Permits and separated out into several tables vs. the current tables that are difficult to scroll through.

Subdivision (MVMC Title 16)

1. Removing expirations that are no longer applicable and referring to state law.

Floodplain Development (MVMC Chapter 15.36)

1. Adding requirements for outdoor machinery and equipment consistent with NFIP/FEMA regulations.

Other Fees (MVMC Chapter 14.15)

1. Hourly staff time from \$75.00 to \$125.00
2. Charging \$500.00 for Pre-Application meetings when a permit is submitted – no upfront payment.

Mr. Orr moved, second by Mr. Carlson, to recommend to City Council, approval the proposed Amendments to Building, Fire, Procedure, Subdivision, Floodplain and Fee Schedules.. Motion carried.

Miscellaneous:

None

There being no further business, Mr. Orr moved, second by Mr. Carlson, to adjourn. Motion carried.