

Development Services

Bellevue Development Committee

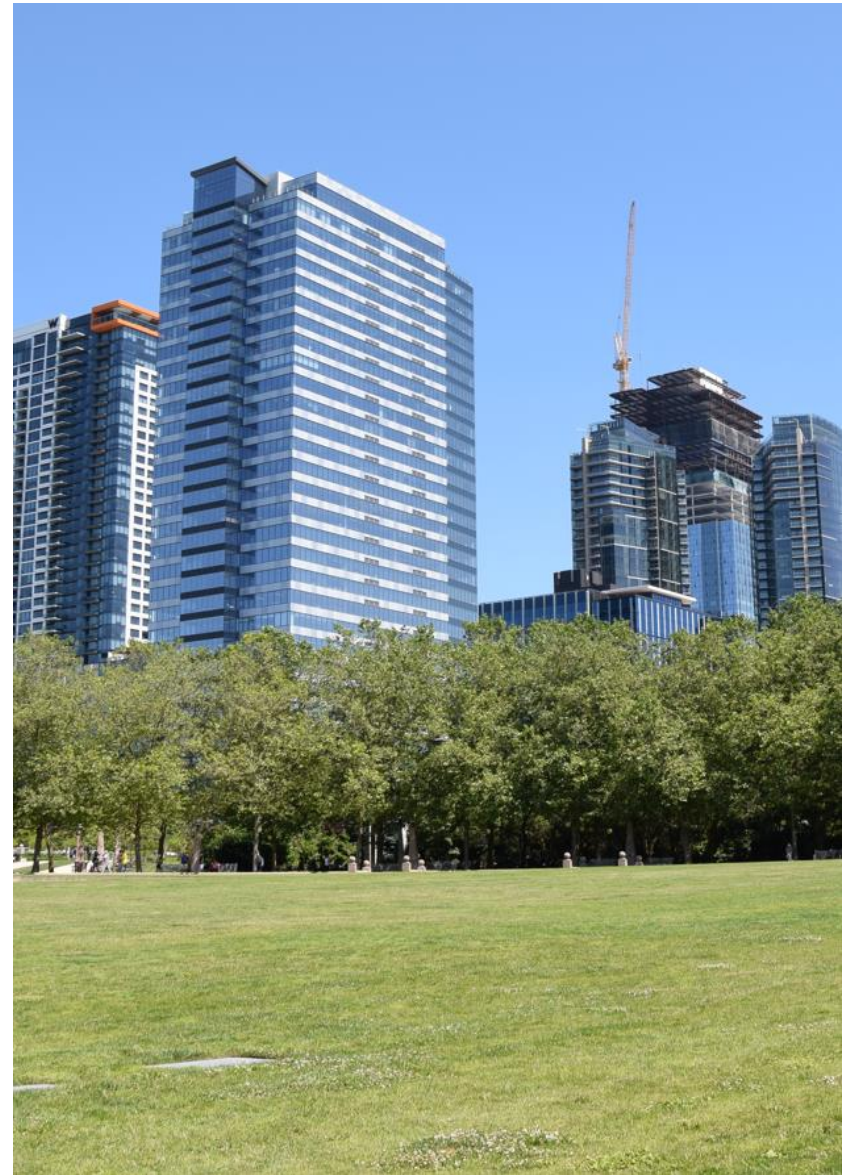
Development Services

February 14, 2024



Agenda

1. Senate Bill 5290
2. Permitting Sub-Team
3. Inspection Sub-Team



Senate Bill 5290

1. Commerce Update
2. Shot Clock Assessment
3. Implementation Approach
4. Questions & Feedback



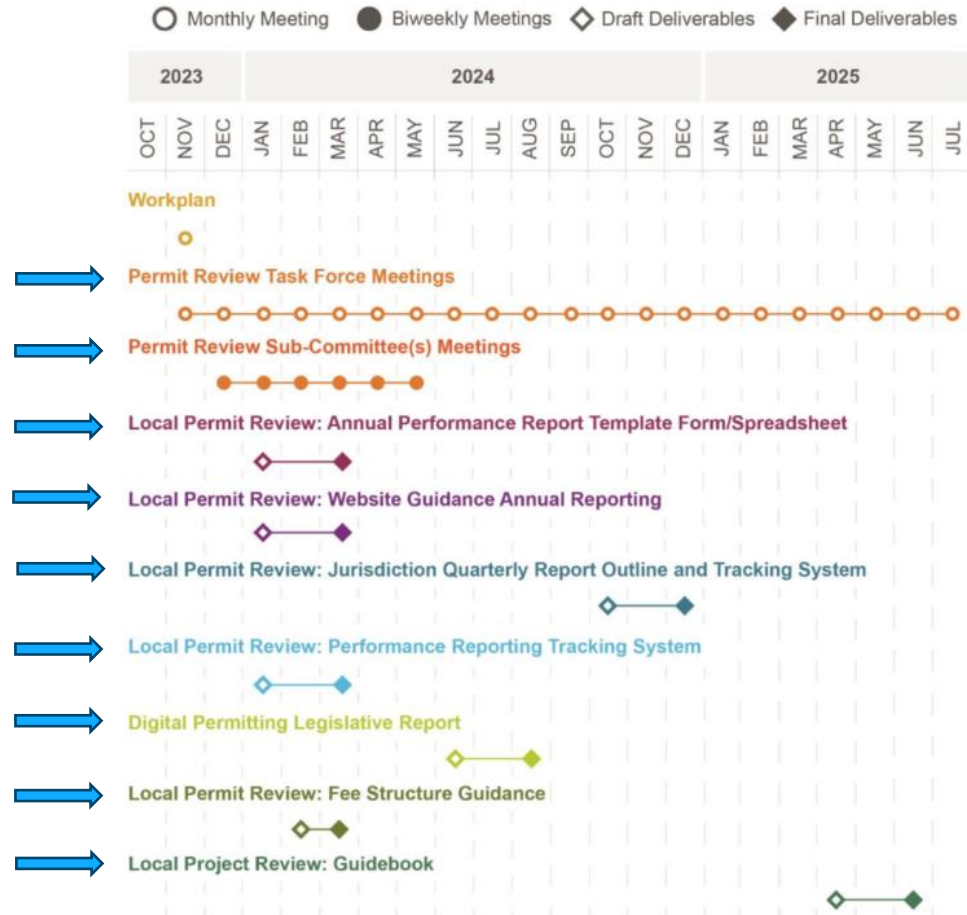
WASHINGTON STATE LEGISLATURE



Commerce Update

Local Project Review: Implementing SB 5290 Work Plan

1. SB 5290 Commerce Work Plan
2. Digital Permitting Workgroup
3. Deliverables and Timeline



Project will complete no later than June 30th, 2025.

Commerce Update

1. First Commerce Deliverable – Legislative Report
 - Plan for trained staff to review residential housing permits
2. Key Findings
 - Staffing challenges – hard to fill positions/turnover
 - Permit backlog – resource availability/permit volumes
 - Planning workload – more state regulations/fewer planners
3. Commerce Recommendations
 - Resource strategies to meet demand
 - Maintain statewide consultant resource list

Senate Bill 5290

What questions do you have regarding the Commerce workplan?



Senate Bill 5290

Preliminary Shot Clock Assessment

- Includes project permit final decisions Jan 2021 – Jan 2023
- Analysis did not consider completeness check exclusionary time
- Broad range of complexity and special circumstances for permits
- Factors outside of City control contribute to review time
- Unintended consequences - more structure & less flexibility
- Data is presented using default shot clocks and permit categories under SB 5290, which may be modified by local ordinance

Preliminary SB 5290 Data Analysis (Data Set = Jan 2021 - Jan 2023)				
Project Permit Timeline Categories	Total Permits	% of Permits Meeting Default Shot Clocks	City % of Median Timeline	Applicant % of Median Timeline
65 Days - No Notice	217	79%	16%	84%
100 Days - Public Notice	139	29%	59%	41%
170 Days - Public Hearing	2	0%	64%	36%
All Project Permits	358	59%	44%	56%



Senate Bill 5290

Preliminary SB 5290 Data Analysis of Project Permit Decisions
(Data Set = Jan 2021 - Jan 2023)

65 Days - No Notice				100 Days - Public Notice				170 Days - Public Hearing			
Application	Type	City Median Days	Applicant Median Days	Application	Type	City Median Days	Applicant Median Days	Application	Type	City Median Days	Applicant Median Days
Reasonable Accommodation	DD	12	211	Administrative Amendment	LI	81	125	Conditional Use Permit ★	LB	262	148
Vendor Cart	LT	10	123	Administrative Conditional Use Permit	LA	127	31	Shoreline Conditional Use Permit	WA	N/A	N/A
Temporary Use	LR	2	21	Design Review	LD	372	95	Preliminary Plat	LL	N/A	N/A
Boundary Line Adjustment	LW	74	305	Critical Areas Land Use Permit	LO	173	184	Planned Unit Development	LK	N/A	N/A
Final Plat	LG	148	1063	Variance from Land Use Code	LS	215	210	Site/Project Specific Rezone without CPA	LQ	N/A	N/A
Final Short Plat/Binding Site Plan/Amendment	LF	57	56	Shoreline Variance	LS	N/A	N/A	Any Rezone to OLB-OS without CPA	LQ	N/A	N/A
Plat Amendment	LG	N/A	N/A	Master Development Plan	LP	421	172				
Land Use Exemption	LJ	35	41	Shoreline Substantial Development Permit	WG	121	178				
				Home Occupation Permit	LH	67	125				
				Short Plat	LN	269	175				
				Temporary Encampment	LZ	N/A	N/A				

Note: Data presented with default shot clocks under SB 5290 and may be modified by local ordinance



= Consider moving to 170 Days



= Dependent on Hearing Examiner Process



Senate Bill 5290

Implementation Approach

- Follow Department of Commerce Guidance
- Considering process changes – accountability measures
- Codify submittal requirements for project permits
- Modify shot clocks for permit types with special circumstances
 - Calibrated approach within SB 5290 framework
 - Move certain permits into the 170-day category
 - Reduce risk of unintended consequences
- Adopt 3 streamlining measures prior to 2025
 - Imposing reasonable fees per RCW 82.02.020
 - Consultant contracts and supporting 25-26 budget authority
 - 25-26 budgeted positions to support quick response
- Continue to focus on process improvements in the future



Senate Bill 5290

Questions

1. Do you have questions or feedback on the recommended shot clock modifications?
2. Do you have questions or feedback on the implementation approach?



Senate Bill 5290

Schedule & Timing

Commerce Schedule	COB Milestones
<ul style="list-style-type: none">• Workgroup: Q4 2023 – Q3 2025• Resource Guidance: Dec 1, 2023• Reporting Guidance: Jan – March 2024• Fee Structure Guidance: March 2024• Legislative Report: Aug 1, 2024• Reporting System: Sept – Dec 2024• Collect Reports: March 1, 2025• Guidebook Published: April – June 2025	<ul style="list-style-type: none">• Begin Data Collection: Jan 1, 2024• Engage Stakeholders: Q1 – Q2 2024• Council Engagement: Q2 – Q4 2024• Adopt Streamlining Measures: Q4 2024• First Commerce Report: March 1, 2025



Permitting Sub-Team



Permitting Sub-Team

City of Bellevue Staff Team Makeup

- City Leads: **Nate Tilson & Angie Lillie**
- Representation from:
 - Land Use
 - Transportation
 - Utilities
 - Building
 - Fire
 - Right of Way
 - Clearing and Grading
 - Permit Processing
 - Business Systems Team



Permitting Sub-Team

Single Family Building Permit Current Required Submittal Documents

1	Architectural Plan
2	Energy Code Sheet
3	Site Plan
4	Storm Drainage Report
5	Storm Water Pollution Plan
6	Storm Water Site Plan
7	Structural Calculations
8	Structural Plan
9	Survey – Boundary & Topo
10	Utility Abandonment Form



Permitting Sub-Team

What have we heard from stakeholders?

- From the Customer Surveys & BDC
 - Combine documents and require a single plan set
 - Clearly communicate comments and requirements
 - Consolidate review and/or revision processes
- From Internal Staff
 - Required information for review is found in differing places on submittals
 - Can be difficult to track submittals that are specific to an individual reviewer's comments.



Permitting Sub-Team

Single Family Building Permit Proposed Required Submittal Documents

1	Construction Plans (includes site plans, surveys, architectural plans, structural plans, & energy code information)
2	Storm Drainage Report
3	Storm Water Pollution Plan
4	Structural Calculations
5	Utility Abandonment Form



Permitting Sub-Team

Possible Issues with the Single-File Method

- Our system is designed to assign reviewers based on the document name/type.
 - We are not currently requiring full-responses on submittals.
- What has the design community seen in other jurisdictions that have separate reviewers on a single permit?
- Are there any models that work well for you?



Permitting Sub-Team

What review models work in other jurisdictions?

- Current Bellevue Model
 - Comments & re-submittals on demand
- Full Consolidated Model
 - Comments consolidated and responses consolidated
- Hybrid Model
 - On demand comments and consolidated re-submittals



Permitting Sub-Team

Major Project Current Required Submittal Documents*

*Not a complete list

Preapplication Conference Letter	LD, BB
Landscape Plan	LD, GD, UE, BB
Geotechnical Report	LD, GD, UE, BV, BB
Site Plans & Surveys	LD, GD, UE, BV, BB, FE, FD
Civil/Grading Plans	LD, GD, BB
Wetland Report	LD/LO, GD, UE



Permitting Sub-Team

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Civil/Grading Plans	LD, GD, BB
Wetland Report	LD/LO?, GD, UE



Permitting Sub-Team

Questions or Feedback on the Site Plan Submittal Requirements?

- We have feedback that a single permit for the major sitework is preferable. Is that accurate?
- How are these files typically produced and combined by the design community?



Permitting Sub-Team

Site Plans Submitted under

- Clearing & Grading Permit
- Utilities Permit
- Shoring Permit
- Building Permit
- Fire Permits

How do we best coordinate what we need submitted to these separate plans and what is typically produced by the designers?



Permitting Sub-Team

Clearing and Grading (GD) Submittal Documents*

*Not a complete list

1	Drainage Plan
2	Final Landscape Plan
3	Grading Plan
4	Erosion Control Plan



Permitting Sub-Team

Civil & Grading Plans (Rename to Civil Set?)

- Grading Plan
- Erosion Control
- On-site Utilities
- Landscaping Plan?

How are these files typically produced and combined by the design community?



Inspection Sub-Team



Inspection Sub-Team

- **City of Bellevue Staff Team Makeup**
- City Leads: **Gregg Schrader & Ryan Mumma**
- Primarily representation:
 - Building Inspection
- Can also facilitate discussion with:
 - Transportation / Right-of-Way
 - Utilities
 - Fire Prevention
 - Clearing & Grading



Inspection Sub-Team

What did we hear from stakeholders?

- From BDC Attendees:
 - *Inspector's corrections may conflict with approved plans*
 - *Intensive detail / strict code interpretations w/o flexibility*
 - *Increase/clarify field revisions that can be approved by inspector*
 - *Reduce required inspections or allow 3rd party inspection*
 - *Improve communication between customers and staff*



Inspection Sub-Team

Improving Communications:

"Communication should be timely, clear, transparent, and include appropriate parties."

Join us on Menti.com code 2389 6426

Question 1: Do you have sufficient access to the inspection teams and their supervisors?

Question 2: Where is communication currently not timely, clear, & transparent enough? How can we improve?

Question 3: What ideas do you have for us on how to include appropriate parties?



Inspection Sub-Team

Additional observations:

"Getting appropriate parties to be present is critical."

Question 1: What are the challenges with getting all parties to be present and/or respond in a timely manner?

Question 2: What ideas do you have for us on how to collectively improve on getting appropriate parties to be present?



Inspection Sub-Team

How would you prioritize the following areas?

- *Inspector's corrections may conflict with approved plans*
- *Intensive detail / strict code interpretations w/o flexibility*
- *Increase/clarify field revisions that can be approved by inspector*
- *Reduce required inspections or allow 3rd party inspection*



Learn from the Past Plan for the Future

- Look Back...
 - Debrief major projects and any requesting a meeting
 - Notes on discussion and feedback
 - Opportunity for both sides to learn
- Look Forward...
 - Expand use of preconstruction meetings
 - Clear communication path to quickly reach right City staff
 - Quick responses to support construction schedule
 - Track issues where inspection corrections appear to conflict w/ approved plans



Inspection Sub-Team

Additional Feedback:

- In your opinion, which jurisdiction has the best inspection process and why?
- What topics should we discuss with other jurisdictions during benchmarking?



Closing and Next Meeting

- Next working BDC meeting date: March 13th
 - Time and location: 1:00 – 4:00PM at City Hall
- Next main BDC meeting: April 17th
 - Time and location: 1:00 – 4:00PM at City Hall
- Thank you!





For alternative formats, interpreters, or reasonable modification requests please phone at least 48 hours in advance 425-452-4392 (voice) or email (SLTaylor@bellevuewa.gov). For complaints regarding modifications, contact the City of Bellevue ADA, Title VI, and Equal Opportunity Officer at ADATitleVI@bellevuewa.gov.

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اطلاعات		Thông Tin
सूचना	425-452-6800	資料

