

**KITTITAS COUNTY
CDS STUDY SESSION MINUTES
BOCC CONFERENCE ROOM, WEBEX
Regular Meeting**

MONDAY

1:30 PM

January 25, 2021

Board members present via WebEx: Commissioner Laura Osiadacz and Commissioner Cory Wright.

Others via WebEx: Dan Carlson, Mike Flory, Toni Berkshire, and Jessica Miller Community Development Services; Mark Cook, Arden Thomas, Nicole Ogan, Rebecca Cruse, Joshua Fredrickson and Candie Leader, Public Works; Neil Caulkins, Prosecuting Attorney; and three (3) members of the public.

At 1:31 pm Commissioner Osiadacz opened the Community Development Services Study Session.

REQUESTING AUTHORIZATION TO ADVERTISE NEW PERMIT TECHNICIAN POSITION

CDS Director Dan Carlson presented information to support the request to advertise for new Permit Technician position. This position was not in the budget that was submitted but after reviewing our overall numbers for 2020 and to maintain our current level of service, there are some strong indicators of the need to add this additional position. Direction from the Board was to proceed with the advertisement of a new permit technician.

OVERVIEW OF CODE ENFORCEMENT PROCEDURES

Code Enforcement Officer Toni Berkshire presented overview of Code Enforcement procedures. Since beginning employment with Kittitas County in 2019, Code Enforcement Officer Berkshire has implemented sending courtesy letters to the parcel owners advising them of the violation and informing them of ways they can abate prior to receiving a notice to correct violation. This is a more educational approach to be in compliance with county code. It was mentioned and requested that a code language change that would allow the Code Enforcement Officer to access private roads and walk up and knock on a front door would provide better

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customer service and also allow a response to more emergent cases. Direction from the Board is to investigate this language, bring it forward and put it together for a public hearing.

UPDATE ON 2018 BUILDING AND FIRE CODES

Director Dan Carlson stated that the Governor did veto the State Code Councils decision to extend the deadline for the effective date for the new codes to take effect. CDS will come to the next agenda session and request to schedule the hearing for this for March 2nd.

OTHER BUSINESS

There is no other business.

Meeting adjourned at 1:56 p.m.



Jessica Miller

**KITTITAS COUNTY COMMISSIONERS
KITTITAS COUNTY, WASHINGTON**



Brett Wachsmith, Chairman