DATE: August 16, 2004
TIME: 3:00 PM
COMMISSIONERS PRESENT: Max Golladay, Bruce Coe and Perry Huston
THOSE PRESENT: Allison Kimball and Catherine Dunn
OTHERS PRESENT: Rob Omans
TOPICS:
1. Clarification of Legal Notice direction
2. Snow Loads and Pole Buildings
3. Update on Vehicle Replacement
4. Intergovernmental Agreement with Roslyn
5. Board Issues and Concerns
ATTACHMENTS:
1. None
2. None
3. None
4. None
DISCUSSION:
1. Dunn asked for clarification on the direction for maps on legal notices. She asked if the board wanted them for each of the four legal notices that Planners usually send out. She had talked with Mike Smith, Senior Planner for the City of Ellensburg and learned their process for including maps. She said that the City only includes maps for the initial legal notice on projects that require SEPA or Public Hearings. As they do the SEPA process differently from the County, it is not as many notices requiring maps. The Board said that they wanted the maps included in every legal notice and that they were aware of the increase in costs that would incur. Golladay said that the maps in their packets for agenda sessions were getting better but when they are black and white copies of colored maps, it is hard to understand. He asked for cross hatches or dots to differentiate the zones, etc.
2. Snow Loads and Pole Buildings

Rob Omans expressed a concern on the Policy approved by the Board concerning Snow Loads. The Structural Engineers manual that the Policy refers to includes appendices that the Plans Examiners had not meant to include. Omans wished to amend the Policy to exclude those appendices. He was directed to write up the change he would like to see as well as the justification for it.

Omans said that the new International Code does not include a prescriptive way to build pole buildings. He said that he would like to have a policy that would be specific to pole buildings which would require engineering only if the building was 20 feet in eave height, included a living space, was a two storey pole building or was a commercial building. The ICC Code infers that every pole building should be engineered. In order to save the public the expense of having loafing sheds and other small non-residential/commercial pole buildings, Omans wished to make this exception.

Huston asked what the process currently was. Omans said that the permit technicians look at the plans and the poles must be 4 feet in the ground; they check the engineered trusses for snow load; check pulins according to a chart and check the connections against another chart. It is different for two storey pole buildings. The permit technicians cannot check those plans. Golladay said that it is necessary to know what the building would be used for. Omans agreed saying that he wasn't comfortable with pole buildings used as living spaces not being engineered. Omans was directed to bring a policy to the Board on pole buildings with specifics for residential, commercial and pole buildings with bathrooms.

3. Dunn reported that she had looked at the State Contract on the internet and that there were Jeep's that would be available with the Vehicle Replacement funds available. She would look into it further. The Board indicated that
they would prefer to get the new 4 wheel drive vehicle instead of sending out a request for bids on a used vehicle.

4. Kimball reported that the City of Roslyn wished to terminate their Intergovernmental Agreement with CDS as of August 31, 2004. The Board said to hand them all building, code enforcement and fire files on August 31, 2004. Kimball would be the contact. The Board was not interested in maintaining an agreement strictly for Fire Marshal services. Huston would answer the letter from the City.

5. The Board said that the Fire Marshal position needs to be restructured. The Fire Marshal position needs to include code enforcement and fire inspections.

Kimball was instructed to set up a time to meet with Huston on upcoming court dates on code enforcement files.

Kimball reported that Suncadia had applied for a permit for a yurt (tent) and got a Foundation Only permit. When the inspector was there on Thursday (Aug. 12) to inspect the tent platform (foundation inspection), he was asked if the supports could go up on Friday. They were told that if they received the permit, they could. The Suncadia folks went ahead and put it up. Kimball reported that she had fined them $2,000 on Friday as it specifies on the Foundation only permit.

**ACTIONS:**

1. Dunn would inform the Planning Staff of the number of legal notices requiring maps. She would also inform them of the wishes of the Board regarding maps in their agenda packets.

2. Omans would write Policies and justifications for the Snow Load Policy amendment and the Pole Building Policy.
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3. Dunn will work with Kimball to purchase a new vehicle for the Building Inspectors.

4. Huston would reply to the City of Roslyn regarding the Intergovernmental Agreement.

5. Kimball would work to restructure the Fire Marshal position and would direct him to perform more varied duties. Kimball would meet with Huston regarding Code Enforcement court dates.