



MEMORANDUM

TO: Debbie Eco, Clerk of the Council

CC: David Killingstad, Long Range Planning Manager, PDS
Michael Dobesh, Permitting Manager, PDS
Jennifer Lenz, Supervisor, PDS
Ryan Countryman, Legislative Analyst

FROM: Mike McCrary, Director, Planning and Development Services (PDS)

DATE: August 29, 2024

SUBJECT: Notice of Final Action – Adoption of Rule 24-01: Use of Registered Basic Plans

Introduction

Pursuant to Snohomish County Code (SCC) 30.82.030 (Rulemaking), the Snohomish County Department of Planning and Development Services (PDS) provides notice of the adoption of Rule 24-01 Use of Registered Basic Plans. Rule 24-01 will supersede Rule 3110 on the same subject (March 5, 2005).

Rule Summary

Rule 24-01 applies to the acceptance and approval of building permit applications processed under a Registered Basic Plan, as provided in SCC 30.86.400(6). Rule 24-01 does not inventory the Registered Basic Plan submittal requirements and simply references the submittal requirements checklist. This will eliminate the need for rule amendments in the event of future submittal requirement changes. Additionally, references to the abbreviation RBP (registered basic plan) have been updated to BP, to avoid confusion with the abbreviation for residential building permit folder in the County's software platform. Furthermore, any language referencing obsolete building and energy code subsections is removed.

Effect

Rules issued in accordance with the provisions of Chapter 30.82 SCC, have the same effect and are enforceable as a provision of Title 30 SCC.

PDS Director's Rule 24-01

Use of Registered Basic Plans

Process

The notice of proposed rulemaking action was published in *The Herald* June 14th, 2024, and posted at the PDS Customer Service Center. The 21-day public comment period ended at 5:00 p.m. on July 5th, 2024. No comments were received from the public. Public notice of final action indicating rule adoption will be published in *The Herald* on August 29th, 2024.

Decision

The PDS Director approved the proposed rule on August 21st, 2024, pursuant to SCC 30.82.040(1).

Council Review

Interested persons may request a review of an adopted rule by the County Council upon request within 120 days of rule approval. Pursuant to SCC 30.82.065, Council review shall determine whether the adopted rule is consistent with the scope of the department's rule making authority. No other formal appeal opportunity is available.

Questions or copies of the rule package may be obtained by contacting Michael Saponaro, Senior Planner at 425-262-2779 or michael.saponaro@snoco.org.

Attachments

Notice of Final Action Rule Adoption

Rule 24-01 – Use of Registered Basic Plans (Signed)

Registered Basic Plans Submittal Checklist