



Planning and Community Development

Ryan Hembree

Council Initiated:

☐ Yes

☒ No

ECAF: 2025-2460

Motion: 25-409

Type:

☒ Contract

☐ Board Appt.

☐ Code Amendment

☐ Budget Action

☐ Other

Requested Handling:

☒ Normal

☐ Expedite

☐ Urgent

Fund Source:

☐ General Fund

☒ Other

☐ N/A

Executive Rec:

☒ Approve

☐ Do Not Approve

☐ N/A

Approved as to

Form:

☒ Yes

☐ No

☐ N/A

Subject: Snohomish County Office of Hearings Administration and Hearing Examiner

Scope: Appointment of Tom Ehrlichman, Hearing Examiner Pro Tem and approving related professional services contract

Duration: September 1, 2025 through August 1, 2027

Fiscal Impact: ☐ Current Year ☒ Multi-Year ☐ N/A

Expenditures	2025	2026	Years 1-6 Total
002 5078604101	\$19,000	\$19,000	\$57,000
Total	\$19,000	\$19,000	\$57,000

Authority

Appoints and contracts Tom Erlichman, Esq. as Hearing Examiner Pro Tem with Snohomish County.

Background:

The Office of Hearings Administration does not have a Deputy Hearing Examiner position. Pro tem hearing examiners are needed in the event of a conflict or if the Hearing Examiner is unavailable. Tom Ehrlichman, Esq. responded to the request for proposals. Mr. Ehrlichman is an experienced hearing examiner with substantial land use expertise. The proposed contract is of a similar duration as previous hearing examiner pro tem contracts (2 years with a possible 1-year extension if mutually agreed).

Request: Consider Motion 25-409 in GLS on October 15th.