



**Snohomish County Council**  
**Planning and Community Development Committee**  
**Meeting Minutes**

Nate Nehring, Committee Chair  
Megan Dunn, Committee Vice-Chair  
Committee Members: Stephanie Wright, Sam Low, Jared Mead

Ryan Countryman, Senior Legislative Analyst  
Russell Wiita, Legislative Aide  
Debbie Eco, Clerk of the Council

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**Tuesday, May 17, 2022**

**10:30 AM**

**Jackson Board Room  
& Remote Meeting**

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**PRESENT:**

Committee Chair Nehring  
Committee Vice-Chair Dunn (*not present*)  
Committee Member Wright (*remote*)  
Committee Member Low  
Committee Member Mead (*remote*)  
Ryan Countryman, Council Staff  
Sarah Titcomb, Planning & Development Services  
Debbie Eco, Clerk of the Council

**CALL TO ORDER**

Committee Chair Nehring called the meeting to order at 10:30 a.m. and provided instructions for those wishing to provide public comment for both in-person and remote via Zoom.

**ROLL CALL**

The clerk called the roll and stated that four members were present.

**PUBLIC COMMENT**

There were no persons present wishing to provide public comment.

## ACTION ITEMS

1. Ordinance 22-021, relating to Growth Management; administrative appeal hearing notice requirements for Type 1 and Type 2 Permits; amending Chapters 30.71 and 30.72 SCC [2022-0450](#)

Ryan Countryman, Sr. Legislative Analyst, provided a brief staff report.

Sarah Titcomb, Planning & Development Services (PDS), provided a presentation and spoke about appeal hearing notice requirements for Type 1 and Type 2 permits. She spoke about notification requirements by the Hearing Examiner, PDS, and Council, and she spoke about public participation in permit review. Ms. Titcomb said the goal is to reduce public confusion.

Committee Chair Low thanked Ms. Titcomb for all of the work done on this.

**ACTION:** Move to Administrative Matters Motion, General Legislative Session May 25th to set time and date for a public hearing.

2. Motion 22-204, approve a reclassification within the Planning & Development Services Department [2022-0474](#)

Ryan Countryman, Sr. Legislative Analyst, provided a staff report. He said this motion would approve a reclassification of a current vacant exempt position to a different exempt position in the Planning & Development Services Department (PDS). He explained PDS would like to create an Operational Improvement Manger to lead the department's efforts in streamlining the permit process.

Mr. Countryman said Human Resources has reviewed the request and has recommended the approval to the Executive, who also supports the change. The reclass would potentially save the department money as the new position does not pay as much as the vacant position.

**ACTION:** Move to Consent Agenda, General Legislative Session May 25th for consideration.

Meeting adjourned at 10:40 a.m.