



Snohomish County

**Planning and
Development Services**

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MEMORANDUM

To: Debbie Eco, Clerk of the Council

From: Michael Saponaro, Senior Planner

Subject: Notice of Proposed Rule Making Action

Date: June 14th, 2024

Dave Somers
County Executive

Proposed Rulemaking Action

Planning & Development Service proposes and is soliciting comments on: Rule 24-01: Use of Registered Basic Plans.

Background

Rule 24-01 will supersede Rule 3110, which contained an itemized list of submittal requirements for the basic plans program. The proposed Rule 24-01 will replace the list of submittal requirements and simply reference the Registered Basic Plans Submittal Checklist.

Rule Summary

Rule 24-01 will apply 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 will not inventory the Registered Basic Plan submittal requirements and simply reference 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 the residential building permit folder in the County's software platform. Furthermore, any language referencing obsolete building and energy code subsections is removed.

Process

Pursuant to SCC 30.82.030, the notice of proposed rulemaking action will be published in *The Herald* on June 14th, 2024, commencing the 21-day public comment period and posted at the PDS Customer Service Center. Comments regarding the proposed rule must be submitted in writing by 5:00 p.m. on or before July 5th, 2024.

Decision

After reviewing and considering the comments submitted in response to the notice of proposed rulemaking action, pursuant to SCC 30.82.040(1), the PDS Director may approve proposed Rule 24-01, with or without changes.

Council Review

Interested persons may request a review of an amended or repealed rule by the County Council upon request no later than 120 days after rule approval. Pursuant to SCC 30.82.065, Council review shall determine whether the final rulemaking action is consistent with the scope of the department's rulemaking authority. No other formal appeal opportunity is available.

Staff Contact

Please contact Michael Saponaro, Senior Planner at 425-262-2779 or michael.saponaro@snoco.org if you have any questions.

Attachments

Proposed Rule 24-01

Registered Basic Plans Submittal Checklist