

## Skagit County Planning Commission's Recorded Motion Regarding the Proposed Permit Procedures Code Update

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| <b>Proposal publish date:</b>    | May 23, 2024   |
| <b>Proposal name:</b>            | Proposed Permit Procedures Code Update   |
| <b>Documents available at:</b>   | <a href="http://skagitcounty.net/Departments/PlanningAndPermit/permitupdate.htm">skagitcounty.net/Departments/PlanningAndPermit/permitupdate.htm</a> |
| <b>Public hearing body:</b>      | Skagit County Planning Commission  |
| <b>Public hearing date:</b>      | Tuesday, June 18, 2024, at 6 p.m.  |
| <b>Written comment deadline:</b> | Thursday, June 20, 2024, at 4:30 p.m.  |
| <b>PC deliberations:</b>         | Tuesday, June 25, 2024   |

After considering the written and spoken comments and considering the record before it, the Planning Commission enters the following findings of fact, reasons for action, and recommendations to the Board of County Commissioners.

### Findings of Fact and Reasons for Action

1. On the dates identified above, the County published a Notice of Availability, Public Comment, and SEPA Threshold Determination for the proposal, and the Planning Commission held a public hearing on the proposal.
2. Goal 7 of the Growth Management Act (RCW 36.70A.020) provides that local government permit applications should be processed in a timely and fair manner to ensure predictability.
3. RCW Chapter 36.70B, Local Project Review, provides the state rules governing permit procedures and has recently been updated by state legislation, including 2SSB 5290 (2023).
4. SCC Chapter 14.06 governs the County's procedures for review of permit applications.
5. The County's permit procedures have not been comprehensively revised since they were adopted in the year 2000.
6. Recent state legislation, 2SSB 5290 (2023), created requirements for amendments to the County's permit procedures, including new timelines for application review.
7. County permit procedures should be written in plain language, well-organized, and easy to use.
8. County permit procedures should ensure an appropriate amount of public comment opportunity is provided for an application based on the complexity and amount of discretion in the type of application.
9. The County Planning Department is working to deploy new permit software that will benefit from the proposed code changes.

**Recommendation**

The Planning Commission recommends that the Board of County Commissioners **approve** the permit procedures update as proposed, with the addition of a phrase that public comments will be reviewed by the decisionmaker on an application.

This recorded motion approved June 25, 2024:

| <i>Commission Vote</i>           | <b>Support</b> | <b>Oppose</b> | <b>Absent</b> | <b>Abstain</b> |
|----------------------------------|----------------|---------------|---------------|----------------|
| <i>Tim Raschko, Chair</i>        | X              |               |               |                |
| <i>Tammy Candler, Vice Chair</i> | X              |               |               |                |
| <i>Kathy Mitchell</i>            |                |               | X             |                |
| <i>Amy Hughes</i>                | X              |               |               |                |
| <i>Joe Woodmansee</i>            | X              |               |               |                |
| <i>Martha Rose</i>               | X              |               |               |                |
| <i>Vincent Henley</i>            | X              |               |               |                |
| <i>Jennifer Hutchinson</i>       | X              |               |               |                |
| <i>Angela Day</i>                | X              |               |               |                |
| <b>Total</b>                     | <b>8</b>       | <b>0</b>      | <b>1</b>      | <b>0</b>       |

SKAGIT COUNTY PLANNING COMMISSION  
SKAGIT COUNTY, WASHINGTON

  
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Tim Raschko, Chair

6-25-24  
Date

  
\_\_\_\_\_  
Jack Moore, Planning Director

6-26-24  
Date