



# Bellevue Development Committee

February 14, 2024

## Meeting Notes

### Networking and Welcome – Facilitator

Jennifer welcomed meeting attendees and reviewed the meeting agenda

### Senate Bill 5290– Jake Hesselgesser

Jake Hesselgesser provided a summary of the following:

- Commerce Update – The current SB 5290 Department of Commerce work plan was shared along with a description of the various deliverables from Commerce. Jake also provided an overview of the statewide digital permitting workgroup that Commerce has convened and answered questions regarding the role of that committee in helping to inform the digital permitting legislative report and guidance for local government agencies on the implementation of SB 5290. Jake also shared details from the first deliverable from Commerce which is titled “Community Assistance Plan to Address Residential Permitting Delays” and is available on the Department of Commerce legislative reports website. [Legislative Reports - Washington State Department of Commerce](#)
- Shot Clock Assessment – An overview of the city’s preliminary data analysis was shared along with an approach for calibrating the shot clocks for certain permit types where which included design reviews, critical areas land use permits, master development plans and short plats. Feedback and questions included topics related to process changes that could help further reduce permitting and reconsidering the need for modifying the shot clocks for short plats.
- Implementation Approach – An overview of the city’s implementation approach to SB 5290 was shared. This included following the guidance issued by the Department of Commerce, codifying submittal requirements for project permits, modifying the shot clocks for permit types where special circumstances exist and adopting three streamlining measures focused on permit review resourcing. Staff also shared the continued focus on process improvements outside of SB 5290 which will be important in continuing to streamline permitting in the future.
- Schedule & Timing – An overview of the Department of Commerce and City of Bellevue milestones was also shared.

## **Permitting Sub-team** – Nate Tilson

Nate Tilson provided a summary of the following:

- Single Family Building Permit – Current & Proposed Submittal Documents
- Possible Issues with the Single-File Method
- Major Project Current Required Submittal Documents
- Site Plans Submitted Under Clearing & Grading; Utilities Permit, Shoring Permit, Building Permit and Fire Permits
- Clearing and Grading (GD) Submittal Documents
- What review models work in other jurisdictions?

Feedback and comments included:

- Support for simplifying the permit submittal requirements for single family building permits and required a consolidated plan set.
- Support for implementing a hybrid permit review model for building permits which would allow early access to city comments and would require consolidated responses by the applicant.
- Opposition to a full-consolidated review model where the applicant must wait for all review comments to come at once.
- Incorporating a method that helps to ensure comments are responded to.
- Communicating review comments in a single method through MyBuildingPermit.com.
- Advocacy for more cross jurisdictional alignment with regards to business process and simplifying permit submittal requirements.
- Support for reducing the need to submit the same document multiple times under different permits which also ensures that comments are provided from the city in a clear and timely manner.
- Support for a more streamlined permitting approach for onsite and offsite development activities. This could include reducing the number of required permits while also allowing for a phased construction approach.
- Feedback that requiring the same site plan to be submitted under different permits is not much of an issue for designers.
- Separating the final landscape plan requirement from the clear and grade permit and moving the review to the final building permit application.
- Reducing or consolidating the number of right-of-way permits required for a project.
- Feedback that some of the work shown on the Landscape plans can be reviewed and approved at a later date because it is not constructed first. Can this be done under the building permit?

Nate commented on how they are looking at cleaning up the submittal requirements.

## **Inspection Sub-team**– Gregg Schrader

Gregg Schrader provided a summary of the following:

- Going to Council March 4 to implement building and fire codes
- Improving Communications
- Additional Observations and challenges
- Mentimeter exercise to obtain feedback.

Feedback and comments included:

- The use of technology for remote inspection capabilities.
- More front-end information about big ticket items and things that will be called at the end of the project. Pre-construction meetings are a good tool for this. The city also provides a temporary certificate of occupancy process on major projects to coordinate the aspects of final inspections across all departments and development team members.
- Issues that could be addressed during permit review sometimes surface in the field and can create issues.
- Making past alternate methods, materials and modification approvals available to the public would be helpful for projects that may be facing a similar issue.

Closing and Next Meeting– Facilitator and Jake Hesselgesser

- Next Regular BDC Meeting -April 17, 2024
- Additional meeting prior to next regular BDC meeting
  - March 13 from 1-4 p.m. - Utilities Capital Recovery Charge (CRC) or Watershed Management Plan, SB 5290, Wilburton LUCA

**Bellevue Development Committee Agenda Committee Members:**

Patrick Bannon, Bellevue Downtown Association

Joe Fain, Bellevue Chamber of Commerce

Rebecca Horner, City of Bellevue

Patience Malaba, Housing Development Consortium Seattle-King County

Tim McKey, Sellen Construction

Veronica Shakotko, Master Builders Association of King and Snohomish Counties

*Note: The purpose of the BDC meetings is to have an inclusive forum where the development industry and others can provide input and collaborate with City staff about concerns, challenges and solutions related to permitting, entitlement and code amendments. Participants acknowledge and agree that while communications in these meetings may refer to an actual permit, land use or code amendment project, they are for illustrative purposes only. As such, these communications are not considered comments or responses for any associated project and will not be kept as part of the project record or file.*



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