

AGENDA ITEM #: \_\_\_\_\_

DATE: August 19, 2019

CAR #: 2019-6623ws



## CITY COUNCIL ACTION REPORT

**SUBJECT:** Excessive Plan Review

**STAFF PRESENTER(S):** Rebecca Zook, Engineering Director

**OTHER PRESENTER(S):** Steve Scinto, Engineering Plan Review Manager; Randy Westacott, Building Official; Katie Wilken, Planning Manager

**Summary:** Staff will provide Council with information on excessive plan review in the Engineering and Development Services departments.

**Recommendation:** Council to give direction regarding excessive plan review policy and fees.

**Fiscal Impact:** There is no fiscal impact associated with receiving this presentation. If Council gives direction to impose an excessive plan review fee, it will be brought to Council at a future date for action and a full fiscal impact will be presented at that time.

### Background and Previous Actions

Due to the amount of development activity, the quality of plan submittals have decreased over the last few years. Approximately 5-10% of plans that are submitted to the city for review go to a 4<sup>th</sup> review or more. The amount of time spent reviewing plans at 1<sup>st</sup> and 2<sup>nd</sup> review has increased significantly.

The idea was brought to staff to establish an excessive plan review fee for these types of reviews. Staff has explored this idea and created a draft program which was presented to the development community, who then offered suggestions to redirect the program.

### Staff Analysis

Based on staff research and customer input, staff has drafted a plan to address excessive plan review. Staff is seeking input from Council to assure we are addressing Council concerns.

### Attachments

None