

“Make City licensing and permitting regulations and procedures coherent, fair and expedient.”

Attached are two draft ordinances addressing permit processing. Both ordinances are still being reviewed by staff and subject to change and revision. However, time permitting, the October 10, 2016 Planning Commission meeting will provide an opportunity to generally discuss each ordinance’s objectives.

A summary of each ordinance is as follows.

Attachment 1 is a draft ordinance that seeks to:

- a. Unless provided for otherwise by law, allow notice for meetings/hearings/ pending actions required by Monroe Municipal Code Titles 17 through 20 to be made ten (10) days in advance rather than 15 days.
- b. Provides for a 14 (calendar) day appeal period for administrative decisions and administrative interpretations rather than for a 15 working day appeal period.
- c. Although it wasn’t the primary objective of the ordinance, adds that notice for certain items can be provided by for by email or hand delivery, as an alternative to the current language that it (notice) be mailed.

The purpose of these amendments is to reduce timelines and provide more flexibility for staff in timelines related to giving public notice.

The second draft ordinance (Attachment 2) seeks to:

- a. Repeal MMC Chapter 18.82 entitled "Site Plan Review"
- b. Repeal MMC Chapter 18.90 entitled “Monroe Municipal Code Chapter 18.90 “Construction Permit Requirements”

The purpose of removing the “Site Plan Review” Chapter is that the Site Plan Review process adds time to the development review process and duplicates the objective of the building permit review process. The repealing of the “Construction Permit requirements” Chapter is because it also duplicates the building plan review process and can be achieved through other existing processes. Repealing of both Chapters can be done without compromising the ability to ensure development standards are met.

RECOMMENDED ACTION

Discussion
