

**JEFFERSON COUNTY
BOARD OF COUNTY COMMISSIONERS**

AGENDA REQUEST

TO: Board of County Commissioners

FROM: Phil Cecere, Fire Marshal Building Official

DATE: 10/6/2025

SUBJECT: WORKSHOP re: DCD fee schedule alteration; repetitive build program, tech fee

STATEMENT OF ISSUE:

Large scale development has necessitated the implementation of a repetitive build program to streamline review and fees collected for an abbreviated permit process. An update or increase of the Technology fee charged for permits is needed to reflect current technology maintenance requirements.

ANALYSIS:

A SOP was developed several years ago under a previous DCD director for a repetitive build program and was not implemented due to not having development that was conducive to this type of program. The program was based upon a successful program at Kitsap County named the "Basics" program.

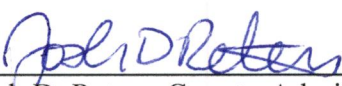
FISCAL IMPACT:

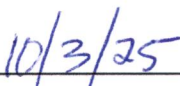
There is no direct fiscal impact for this workshop. Fees will reflect an accurate representation of the time encompassed in such a review. An increase in technology fee will be included in all permits issued through EPL.

RECOMMENDATION:

Staff recommends the Board grant the workshop for the addition of a repetitive build program and provide discussion, feedback and direction or approval as needed to lead to an eventual ordinance adoption and implementation.

REVIEWED BY:


Josh D. Peters, County Administrator


Date

DCD = Department of Community Development
SOP = Standard Operating Procedure
EPL = Enterprise Permitting + Licensing (software)