

Proposed Amended Chapter

Chapter 17.50 – PRE-CONSTRUCTION REVIEW, BUILDING PERMITS, AND CERTIFICATES OF OCCUPANCY

Sections:

17.50.010 - Staking and flagging (silhouettes) for new construction and additions to buildings.

17.50.020 - Building permits.

17.50.030 - Certificates of occupancy.

17.50.010 - Staking and flagging (silhouettes) for new construction and additions to buildings.

- A. Staking and flagging (silhouettes) is a useful planning tool to evaluate the mass and bulk of a proposed project/building as well as for evaluating potential view impacts from surrounding properties/buildings. In primarily residential districts, silhouettes are mandatory for the following:
 1. Second story additions inclusive of second story additions to an existing two-story home;
 2. First story additions in view-sensitive areas where a neighbor's view may be impacted;
 3. Increases in roof ridge height from what is existing;
 4. New homes on vacant lots; and
 5. Any other circumstance where it is determined that a silhouette would assist a neighboring party, the director or department, the planning commission, or the city council in evaluating concerns related to views and mass and bulk of a proposed project.
- B. In nonresidential districts or mixed use districts, silhouettes may be required as determined by the director, planning commission, or city council during project review.
- C. All silhouettes must be certified by a licensed land surveyor or civil engineer using the form available from the community development department and should be erected early in the planning process to assist in project evaluation. Specific requirements on how to construct a silhouette are also available from the department.
- D. A silhouette must be erected and certified at least 14 days prior to the planning commission hearing date and remain in place at least through the expiration of the time period for an appeal or review (20 or 30 days, as applicable). If the project is appealed to or reviewed by the city council, then the silhouette must remain in place until such time as the city council has rendered a decision. Once a final decision has been made, the silhouette must be removed within 14 days. In the event that a project has been continued for further review or revisions, the silhouette may remain in place for up to 60 days, unless good cause can be shown that the silhouette should remain for a longer period of time, as determined by the director, for the purposes of modifying and re-certifying the existing silhouette for a revised project.

17.50.020 - Building permits.

Proposed Amended Chapter

- A. Before commencing any work pertaining to the erection, construction, enlargement, alteration, repair, moving, improvement, removal, connection, or demolition of any building or structure, all applicable building permits must be obtained from the building official as required by Title 15 (Buildings and Construction) of this code. Each application for a building permit must be made on the form provided by the city.
- B. Prior to any building permit being granted by the building official, a zone clearance must be obtained from the community development department.

17.50.030 - Certificates of occupancy.

No multi-family or commercial building or structure may initially be occupied unless a certificate of occupancy is first obtained from the community development department.