



WASHINGTON COUNTY
DIVISION OF PLAN REVIEW AND PERMITTING
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WASHINGTON COUNTY ADVISORY COMMITTEE

MEETING SUMMARY

Meeting Date : November 4, 2011

Attendees: Mike Stanford, Brad Fulton, Mike Shifler, Rob Slocum, Jennifer Smith, Brennan Garrett and Becky Shank

1. Welcome & Introductions

- a. Jennifer Smith thanked everyone for attending.
- b. Handouts were given to each member which included a contact list for all committee members, information on the Commercial Stimulus Program, and a list of members on the Code Review Committee
- c. Brad Fulton stated that Matt Troutner would be replacing Wib Sanders due to retirement

2. Purpose of Advisory Committee

- a. A discussion occurred regarding the purpose of this meeting and if the meetings should continue. Brad Fulton commented that the meetings could be purposeful as long as there was a greater attendance. Two or three people showing up for the meeting would not be beneficial.
- b. It was determined that each meeting should have an agenda with specific topics
- c. The Committee will have a mission statement. This statement is going to be emailed to each member for their input and once agreed upon by all, it will become part of the Advisory Committee and presented to the County Commissioners
- d. Anyone wishing to add to the Agenda will email Becky Shank with the information prior to the next scheduled meeting date. The proposed agenda will then be emailed to each member prior to the next scheduled meeting.

3. Commercial Stimulus Program

- a. Jennifer Smith went over the stipulations regarding this program and each member was given a handout
- b. The program offers delays in payment for plan review and permit fees up to the building permit application. Tax Credits will be given for 3 years once the Use & Occupancy has been issued. This program does not include retail or retail services. The program is designed for grading to a pad ready site with an expedited review process. To qualify, an applicant must receive an approval letter from the Economic Development Commission.

4. Status of 2012 Building Code Review Committee

- a. Jennifer Smith announced that the code review committee meetings will begin on Monday, November 7th and will continue every Monday until April 9th.
- b. The committee is still looking for a commercial builder to represent the commercial building industry. Brad Fulton made a suggestion to ask Charlie Semler, local contractor who also serves on the Washington Co. Plumbing/HVAC Board.

5. Open Discussion: Suggestions for future meeting topics

- a. Rob Slocum made a suggestion to bring any issues that are code related so they can be incorporated into the code review process if necessary
- b. Mike Stanford commented about some issues he has had in regards to inspections and plan review
- c. Jennifer Smith and Rob Slocum both encouraged everyone to bring any concerns/ideas to these meetings.

6. Propose Meeting Schedule

- a. Discussion was made whether the meetings should be on Monday or Friday.
- b. It was determined that the meetings would be held every 3 months with the next meeting scheduled for sometime in January in case there were any code issues that needed brought before the code review committee.
- c. No scheduled date in January was determined. A meeting request will be sent once this has been scheduled.

Attachments:

1. Proposed Committee Mission Statement
2. Commercial Stimulus Program Summary
3. Updated Committee Member Contact Information

Next Meeting Date: January 6, 2012 @ 8:00 am