



Kalama City Council - Council Agenda Item Information Form

Agenda Item: Unfinished Business – 5B

Meeting Date February 7, 2019

Prepared by: Coni McMaster, Clerk/Treasurer

Subject: Colleen Neel – Request for Permit Fee Refund

Summary: See the attached:

Agenda Request from Ms. Neel
Coni McMaster – Notes on January contact with Ms. Neel
Susan Junnikkala – Overview of Building Department Actions
Adam Smee - Recommendations

Recommendation : The City has made all efforts to resolve the issues with Ms. Neel regarding the two mechanical permits. The 2018 permit has been completed and finalized by the Building official. The City has offered to inspect the furnace that was permitted in 2017 even though that permit has expired, but Ms. Neel has declined. Understandably, Ms. Neel is frustrated by the situation. The City has expended staff and consultant time on the projects equal to more than the actual permit fees that were collected. It is not the recommendation that any refund be given.

As noted by Administrator Smee – no matter what action the Council chooses to take an inspection of Ms. Neel's furnace still needs to be completed to address the code issue dealing with life safety.

Alternatives:

- A. The Council decline to take any action – Inspection of furnace should still be made.
- B. The Council grant the refund of all fees to Ms. Neel, to be issued once the inspection is completed.
- C. The Council grant a refund of the one permit fee from 2017 where no Inspection has been made, to be issued upon completed inspection.
- D. The Council require all code requirements to be met as outlined in the City Administrator's recommendations.