



**TOPPENISH CITY COUNCIL
STUDY SESSION AGENDA
JULY 6, 2021 – 5:00 P.M.**

- 1. Call To Order/Roll Call**
- 2. Discussion Regarding Proposed American Rescue Plan Act Funded Projects**
- 3. Discussion Regarding Proposed 2021 Revisions for the Toppenish Municipal Code**
- 4. Executive Session: [RCW 42.30.110(g)]**
 - Purpose:** To evaluate the qualifications of an applicant for public employment
 - Time:** 10 minutes
 - Action:** No action is anticipated
- 5. Adjournment**

Next Regular Council Meeting will be on July 12, 2021



City of Toppenish Executive Department MEMORANDUM

DATE: July 6, 2021
TO: Mayor and Councilmembers
FROM: Lance Hoyt, City Manager
RE: Proposed 2021 Revisions to the City of Toppenish Municipal Code

Staff is preparing a comprehensive set of amendments to the Toppenish Municipal Code related to licensing, building and land use. As has been discussed at prior meetings, several city code provisions need to be updated for various reasons, including:

- Compliance with current state and federal guidelines and/or regulations;
- Improve the consistency and effectiveness of compliance/enforcement efforts;
- Reflect the operational structure and capacity of the city organization;
- Provide adequate resources to make compliance/enforcement a viable and sustainable effort.

While some changes are simply a matter of “housekeeping”, others will reflect a substantial policy change, and have operational and budgetary impacts on the organization. These include:

- Residential rental licensing and inspection code revisions
- Business licensing code revisions
- Accessory Dwelling Units (ADU) code development

The timeline and process for these amendments will be closely tied to the city’s 2022 budget process. This approach ensures that all budgetary considerations are made as staff and council determine the level of resources necessary for effective and efficient implementation. In addition, it provides a clear and logical effective date for new provisions to take effect January 1, 2022. The new ADU code, and changes to the residential rental code will follow the land use code amendment process, including SEPA, and includes presentations to and recommendations from the City Planning Commission, prior to its presentation to council for approval.

The estimated timeline for the process is as follows:

July 6	Introduction to City Council
July 20	Presentation with Planning Commission
August 16	Workshop Presentation of proposed amendments to City Council
August 17	Workshop Presentation proposed amendments to Planning Commission
September	Community outreach and stakeholder meetings, publication of SEPA Make up dates for any rescheduled August meetings
October 20	Planning Commission approval
November 1	City Council Workshop
November 8	City Council Approval

The city has engaged Michael Morales of Tonalli Development Strategies, LLC to develop the code revisions and manage the public engagement process. Morales is the former Assistant City Manager and Community Development Director for the City of Yakima. Lynn Dietrich of the YVCOG will also be assisting staff with coordination of planning commission and SEPA.