

**KITTITAS COUNTY  
CDS STUDY SESSION MINUTES  
BOCC CONFERENCE ROOM, WEBEX  
Regular Meeting**

**MONDAY**

**1:30 PM**

**May 9, 2022**

Board members present: Vice-Chairman Cory Wright, and Commissioner Brett Wachsmith.

Others In-Person: Dan Carlson, Jeremy Larson, Jeremy Johnston, Community Development Services; Toni Berkshire, Code Enforcement; Mark Cook and Candie Leader, Public Works; Kristine Foreman, Human Resources and one (1) members of the public.

Others via WebEx: Mark Cook, Public Works; Neil Caulkins, Deputy Prosecutor; Jeremiah Cromie and Jessica Miller, Community Development Services and four (4) members of the public.

At 1:30 pm Vice-Chairman Wright opened the Community Development Services Study Session.

**BUILDING PLAN REVIEW TIMELINES UPDATE**

CDS Building Official Jeremy Larson presented the updated plan review time. We are currently down from 13 plus weeks to 10 weeks review time. Fast track review is at 8 weeks and Foundation Only permits are back down to 2 weeks. We are still getting applications in and looking at new ideas to improve our process. Board requested a rough draft report of the process be provided to them and to possibly get some industry representative in at next month's study session to walk us through it.

**CRITICAL AREAS ORDINANCE UPDATE**

CDS Planning Official Jeremy Johnston provided an update on the Critical Areas Ordinance that went into effect February 7<sup>th</sup>. Updates have occurred to the Compas mapping system and the wetlands mapping, using the National inventory datasets. The Planning Department has put together a frequently asked question sheet that will be available to provide to the public at the front counter and possibly through our PSA process.

**APPROVED**  
6-7-2022

**CODE ENFORCEMENT UPDATE**

Code Enforcement Officer Toni Berkshire provided and presented case load numbers to the Board. Code Enforcement's approach is to educate the parcel owner and work with them, on a reasonable time frame, for completing and getting the issues up to code. Parcel owners who show they are working towards the end goal, staying in communication, and providing updates are considered in compliance.

**EXECUTIVE SESSION: RCW 42.30.110(G) TO EVALUATE THE QUALIFICATIONS OF AN APPLICANT FOR PUBLIC EMPLOYMENT OR TO REVIEW THE PERFORMANCE OF A PUBLIC EMPLOYEE. HOWEVER, SUBJECT TO RCE 42.30.140(4), DISCUSSION BY A GOVERNING BODY OF SALARIES, WAGES, AND OTHER CONDITIONS OF EMPLOYMENT TO BE GENERALLY APPLIED WITHIN THE AGENCY SHALL OCCUR IN A MEETING OPEN TO THE PUBLIC, AND WHEN A GOVERNING BODY ELECTS TO TAKE FINAL ACTION HIRING, SETTING THE SALARY OF AN INDIVIDUAL EMPLOYEE OR CLASS OF EMPLOYEES, OR DISCHARGING OR DISCIPLINING AN EMPLOYEE, THAT ACTION SHALL BE TAKEN IN A MEETING OPEN TO THE PUBLIC**

The Board entered Executive Session at 1:54 pm to discuss for ten minutes. No action anticipated. The Board exited Executive Session at 2:04 pm. The Board entered Executive Session at 2:05 pm for an additional five minutes. The Board exited Executive Session at 2:10pm.

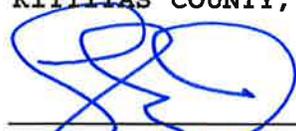
**OTHER BUSINESS**

There is no other business.

Meeting adjourned at 2:10 p.m.

  
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Jessica Miller

KITTITAS COUNTY COMMISSIONERS  
KITTITAS COUNTY, WASHINGTON

  
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Laura Osiadacz, Chairman