

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

MONDAY

1:30 PM

October 10, 2022

Board members present: Chair Laura Osiadacz and Vice-Chairman Cory Wright and Commissioner Brett Wachsmith.

Others: Dan Carlson, Jeremy Larson, Jeremiah Cromie, and Jessica Miller Community Development Services; Mark Cook, Arden Thomas, and Rebecca Cruse, Public Works; Neil Caulkins, Deputy Prosecutor and zero (0) members of the public.

At 1:35 pm Chair Osiadacz opened the Community Development Services Study Session.

CITIZEN COMMENTS (1 MIN. TIME LIMIT)

There were no citizen comments.

PLANNING STAFFING UPDATE AND DISCUSSION

CDS DIRECTOR DAN CARLSON provided an update on the current Planning staff and recent changes that have led to the current staffing shortage, in particular with regards to Long Range Planning. Currently we are working on the Docket Hearing and next will be the Critical Areas Ordinance. The BoCC was presented with a couple of solutions which included contracting out to do the long range planning portion and possibly advertise the Planner position as a Planner 1 to include public outreach as we have a great need to address the growth of the county and challenge with the lack of personnel currently. The BoCC direction is to get a contract going for what is statutorily required and start talking with other planners in surrounding cities/counties regarding long range planning.

PREDICTIVE MAPPING UPDATE AND DISCUSSION

CDS DIRECTOR CARLSON stated that both of the employees who were working on this project are no longer working for the county. The previous Planning Official had finished his part of the work. CDS DIRECTOR CARLSON and Jesse Potts from IT will be

setting up a meeting with them and the previous Planning Official to get an update of what needs to occur next. CDS will provide an update after this occurs. Our next periodic update is due June 30, 2023. CHAIR OSIADACZ recommended that CDS present a plan of the financial impact to complete an updated land capacity analysis, a timeline and what is needed for completing some of the items on today's agenda.

SHORT TERM RENTALS UPDATE AND DISCUSSION

CDS DIRECTOR CARLSON provided a recommendation that a well-represented committee be formed at the first of the year to work through the issues with short term rentals. COMMISSIONER WRIGHT suggested hiring a consultant who is skilled in obtaining the amount of short term rentals currently in use and they could also enforce any county ordinances on those rentals, like they did in Skamania County. CDS received direction from the BoCC to return at an upcoming meeting with the number of short term rentals currently in use for the county.

COUNTY-SPONSORED MASTER PLANS UPDATE AND DISCUSSION

CDS DIRECTOR CARLSON shared that we started this discussion in the winter of 2020 with a designer who offered to volunteer some plans that the county would review, approve, and have available as low cost county-sponsored plans. A customer could then come into the office and purchase the plans for use. CDS has recently reached out to the designer, and he is still willing to volunteer those plans. CDS will work through a couple of issues, including snow load and Preliminary Site Analysis requirements.

BUILDER OUTREACH REVISED SCHEDULE AND UPDATE

CDS DIRECTOR CARLSON stated CDS is preparing to provide outreach to builders in the county to present and educate them on recent changes including draft WUI map, foundation only permits and digital submittals. This outreach is anticipated to occur the week of 12/12/22-12/16/22.

OTHER BUSINESS

COMMISSIONER WRIGHT requested more frequent written overview documentation be provided prior to study session if applicable.

Meeting concluded at 2:19 p.m.

KITTITAS COUNTY COMMISSIONERS
KITTITAS COUNTY, WASHINGTON



Jessica Miller



Laura Osiadacz, Chairman