

Minutes of
Community Development Services
Study Session
September 22, 2003

Those Present: Bruce Coe, Perry Huston and Max Golladay

Also Present: Pat Kelleher, David Taylor, Allison Kimball and Catherine
Dunn

CDS Staffing

David Taylor said that his intention was to keep the Board notified of the staffing levels in the department. With one position unfilled, the use of comp time after night meetings was becoming more difficult. Taylor wanted the Board to know that while coverage will be maintained, there may be times when there isn't a full complement of planners.

Stewards of the Range Conference

Taylor asked if he could attend this conference on County time. He would be paying the registration as well as the travel amounts. The Board agreed that he could attend this conference with the County paying for his time.

There was some discussion of the Hage vs. United States case and the constitutional challenge to the ESA to be discussed at the conference.

Copy Machine

The Board directed the Department to lease a copy machine after looking at the costs.

Fee Discussion

Taylor told the Board that the public at large is paying for individual permits since the General Fund is subsidizing the costs of these permits. When we adjusted the land use fee schedule last year that covered 85% of the discrepancies but there is still 15% that is absorbed by the County. Taylor asked the Board if they wanted to consider billable hours, which the Board did not want to consider. They suggested a better checklist so it would take less of the planners time to review. Perry Huston said that the Dept. could charge for the cost of publication of legal notices in addition to the fees for the permit.

APPROVED

1/10/04

Position Descriptions

David Taylor said that the new descriptions are based on current job descriptions as well as the proposed new duties. These descriptions illustrate some of the issues the department is dealing with.

Comprehensive Plan Application Form

Taylor showed the Board the proposed application form for Comp plan amendments requiring more information than the former application. This form should allow the planners to do a more in depth review of the proposed amendment. It will cut down on the planners' time for processing and give the public a better product in the end. The department will start using the new form for next year's amendment process if the Board agrees. The Board agreed.

2003 Comprehensive Plan amendment schedule

The Board agreed to start the public hearings for the comp plan amendments at the first part of November to get it completed earlier to keep from having the Board's schedule tied up in December.

Jerry Marten's Subdivision

As a heads up, Taylor relayed some of the details of the Marten's public hearing as it pertained to the Department of Ecology. He said that he would be having a meeting with the Central Regional Director, Polly Zehm and the Shorelines Chief, Derek Sandison.

Miscellaneous Issues

- Subdivisions – Well logs are a proof of potable water – there is a possible test case brewing
- City of Kittitas – Since the County is no longer doing inspection for the City, Derald Gaidos, Fire Marshal had written a letter to the City outlining some concerns he had about a building under construction.
- Tri-County – A letter was proposed to Brian Sonntag, State Auditor suggesting that the Tri-County Water Resource Agency be audited for compliance with the Public Disclosure Act, Open Public Meetings Act, as well as funds.