



KITITAS COUNTY

DEPARTMENT OF PUBLIC WORKS

Kirk Holmes, Director

2011 Road Standards Update Citizen's Advisory Committee

MEETING MINUTES
June 28, 2011
2:30 p.m. to 5:00 p.m.

I. Call to Order:

KIRK HOLMES opened the meeting at 2:30

II. Attendance:

<i>Citizen Advisory Committee</i>		<i>In Attendance?</i>
Kirk Holmes, Chair	Public Works Director	Yes
Doug D'Hondt	County Engineer	No
Christina Wollman	Planner II	Yes
Urban Eberhart	Agricultural community representative	Yes
Marc Kirkpatrick	Encompass Engineering & Surveying	Yes
Brenda Larsen	Fire Marshal	No
Pat Deneen	Developer	Yes
David Gerth	Citizen	Yes
Dan Valoff	CDS Planner	Yes
Terry Clarke	Cattleman's	Yes

Public in attendance:

Vernon Swesey, Central Cascades Land Co.
Catherine Clerf
Kelly Carlson, Kittitas County Public Works
Chad Bala, Terra Design Group

III. Minutes

Minutes from the June 14, 2011 meeting were reviewed. DAVID moved to approve the minutes as written. MARC seconded the motion. The minutes were approved.

IV. Old Business

Growth Management Hearings Board FDO:

KIRK presented a draft memo to the CAC that explains what the FDO means to the efforts of the road standards updates and explained that staff will be putting together an ordinance for transportation concurrency and. The ordinance will be brought to the CAC for review. KIRK said that concurrency means that as development occurs the Level of Service of County roads will not be affected. CHRISTINA explained some of the general aspects of the ordinance, such how it applies to all land use activities including building permits, conditional use permits, etc. and how there will probably be a list of exemptions. The analysis is completed through a TIA. If a development is found to decrease the LOS below a stated level, the development must perform improvements to bring the LOS up to the stated level, or be denied.

Some CAC members asked questions about the application of the concurrency requirement, but staff was not able to give definite answers because the ordinance had not been developed.

PAT expressed concerns about the cost of doing traffic studies for smaller projects. Both URBAN and PAT asked that staff be sure to develop an ordinance that is reasonable and to think about small farmers.

Timing of Improvements, KCC 12.01.150 and 12.01.090(C):

CHRISTINA outlined the proposed changes, which includes requiring road improvements to be completed prior to final approval, or be bonded for prior to final approval. DAVID asked what happens when a bond expires. KIRK explained that the bond doesn't ever retire, and that the County can call the bond and construct the improvements, or often the bond company will perform the improvements.

PAT stated that this is a large impact, and that he does not think the ability to sell a lot before completing the road improvements should be allowed to continue. But, he wants to keep the opportunity to continue to subdivide without constructing the road prior to final approval for farmers or ranches who continue to use their land for agricultural purposes. His idea is to not allow individual lots to be sold until the road is bonded for or constructed. There would be a note on the plat that would be shown on the title, and the assessors would have a "must be sold with" requirement on the new parcels until the improvements were completed. Forest & Range and the Agricultural zones would be where this is most important.

URBAN stated that the ability to create lots is important for farmers because more lots increase the value of the property and protects their ability to stay in business and creates collateral. TERRY agrees. MARC stated that PAT'S idea would need to be stated upfront at the time of project submittal.

MARC stated that within the bonding language, the term "design" should be replaced with "professional services" because there is more to constructing a road than just designing and constructing it.

Action Item: Public Works will do research on the feasibility of this suggestion. PAT will talk to his contacts at Amerititle.

Second Access, KCC 12.01.095(B):

MARC read his second access suggestion. URBAN asked what if we cannot get 60' for an easement across someone else's property. CHRISTINA suggested that a variance be used for these situations. PAT stated he does not want to use the variance process and he will email his ideas out. KIRK suggested we table this discussion for two weeks to allow the Fire Marshal to participate.

Design Standards & Easement Width, KCC 12.04.070 – KCC 12.04.090:

CHRISTINA discussed the revised Table 4-5. PAT said it's easier to understand but thinks cul-de-sac roads and looped roads that won't be extended in the future shouldn't need to have a 60' easement, but that shouldn't be automatic and there should be a method to reduce the easement width in certain situations.

URBAN asked why the low density road requirement was removed and stated the previous committee spent a lot of time in the past going over this requirement to get it right. PAT stated that the roads become very long when developing large lots. CHRISTINA stated that staff had also discussed increasing the average lot size requirement to 10 acres. URBAN and PAT want the average lot size to remain at 5 acres.

PAT asked about the ditch slope requirement and how guardrail is incorporated into this.

Action Item: Ask DOUG about replacing the side slope with guardrail.

V. New Business

Driveways, KCC 12.04.080:

PAT suggested that a driveway be allowed for up to three lots, and that the easement width be 20' for a 2 lot driveway and 30' for a 3 lot driveway. KIRK stated we will discuss this with BRENDA.

General Information, KCC 12.01:

CHRISTINA explained some of the updates with the chapter. MARC stated there is confusion with the "public and private" road statements within Chapter 1 and their definitions. PAT is concerned with the definition of "land use development activity." Discussion on the TIA requirements will be tabled until the concurrency ordinance is discussed because they are interrelated. MARC discussed 12.01.095(A) and how it relates to Late Comer's Agreements. The concern is with situations when one landowner pays for the entire road to be improved, and other landowners along the same road benefit by

this when they subdivide and do not need to do any road improvements.

Action Item: Review and clarify the definitions of public and private roads and land use development activity. Marc will look into Late Comer's Agreements.

Definitions, KCC 12.02:

DAVID provided a list of words that should be included in the road standards. KIRK asked that this discussion be tabled until the next meeting.

VI. Next Meeting

Discussion on the remainder of KCC 12.01, including variances and bringing roads onto the County's road system, will be tabled until the next meeting.

VII. Adjourn

The meeting was adjourned by KIRK HOLMES at 4:40 pm.