

**COMMISSIONERS' MINUTES
KITITAS COUNTY, WASHINGTON
COMMISSIONERS AUDITORIUM
SPECIAL MEETING**

MONDAY

2:30 PM

NOVEMBER 2, 2009

Board members present: Chairman Alan Crankovich, Vice-Chairman Paul Jewell and Commissioner Mark McClain.

Others: Catherine Dunn, Deputy Clerk of the Board; Kirk Holmes, Director of Public Works and Interim Community Development Services Director; Neil Caulkins and Brent Bottoms, Deputy Prosecutors; Jan Ollivier, Department of Public Works; Dan Valoff, Community Development Services; Chad Bala and Lindsey Ozbolt, Terra Design Group; Sean Northrop and Allison Kimball, Sapphire Skies; Mark Kirkpatrick and Wayne Nelson, Encompass; Nathan Weis and Anne Watanabe, Inland Telephone.

SPECIAL MEETING PRELIMINARY PLAT REQUIREMENTS COMMISSIONERS

At 2:30 P.m. **Chairman Alan Crankovich** opened the special meeting continued from October 26, 2009 to discuss the requirements for preliminary plat approval.

Kirk Holmes said he was focused on providing a more deliberate set of conditions at final plat approval.

Commissioner McClain asked to be walked through the process for preliminary plats. **Dan Valoff**, Staff Planner, explained the application is received including a plat drawing with contour lines, if it is exempt from SEPA, it is just sent to County departments and neighboring landowners for comment; conditions for preliminary plat approval are determined from the comments received and from historical knowledge of the area. He explained that Kittitas County does not have code regarding stormwater and the planners rely on SEPA to get the information. He said they ask for supplemental information in additional reports to get the conditions of approval. He said he thought it was better to have the reports earlier rather than later in the process.

Vice-Chairman Jewell asked when they required the additional information. **Deputy Prosecutor Neil Caulkins** said that Chapter 16.12.150 and 160 Preliminary Plats designates the Director and the Planning Commission respectively to certify and determine that the road, sewer, water and fires system recommendations are adequate and appropriate.

Commissioner McClain said he thought this said the developer needs to provide a stormwater system for preliminary approval. **Deputy Prosecutor Caulkins** said the code stipulates for a stormwater plan.

Staff Planner Dan Valoff said stormwater is a facility. He said it is a physical system.

Director Holmes said Chapter 12.06 is the Stormwater Management Code. He said staff uses 2009 aerial flood photos to determine significant impacts of stormwater. Chapter 12.06.030 states when a stormwater plan or review is required. The language in Chapter 16.12 refers the developer to Chapter 12.06 which goes back to State Law.

Commissioner Crankovich explained what prompted this meeting was the number of preliminary plats that have been turned in and are now required to provide more information. He said they needed to determine how to treat these applications.

Director Kirk Holmes said these should be decided on a case by case basis. He said all impacts need to be addressed now, no matter when the impact is uncovered.

Deputy Prosecutor Brent Bottoms said the importance is where it is in the process. He said if the application is before preliminary plat approval, the impact is relevant. If it after the preliminary approval, it is vested to the rules at approval. He explained it is much more difficult to require something more after preliminary plat approval.

Chairman Crankovich said that some are historical impacts but some impacts are new.

Commissioner McClain said the Chapter 12.06.060 requirements are not that onerous. He asked why the County was requiring more at this time.

Kirk Holmes said staff falls back on SEPA, they need to know that the post-development rate is not more impacts than pre-development rate.

Vice-Chairman Jewell asked why the conditions were needed up front. He said soil logs were not dug up at the beginning of the process.

Deputy Prosecutor Brent Bottoms said that was the way things were done, not the way State Law requires.

Vice-Chairman Jewell expressed concern that the County was making an assumption based on information given in the application under Chapter 12.06.060. He asked why a condition was not sufficient.

Brent Bottoms said that under the WAC's a plan is basis for approval.

Kirk Holmes said that the preliminary Plat code (Ch.16.12)says the application has to conform to Chapter 12.06. He said the timing of stormwater plans is his concern. He asked at what level the plans are required - Preliminary Plat Approval or Final Plat Approval?

Chairman Crankovich said that water has impacts on site and off site that need to be addressed sooner in the process than later. He said the development community is looking for consistency.

Wayne Nelson asked if a conceptual stormwater plan and drainage analysis would suffice.

Staff Planner Dan Valoff said he didn't need a full blown engineered report. He said he needed planning level detail to understand what is being done on the land. **Kirk Holmes** added it all depends on the terrain and what the project contains.

Marc Kirkpatrick said the past history is that very little is done up front. At the pre-application meeting, it would be good to know what is included in the plan. He said the cost of some of the studies was not cheap whether it is a Level 1 conceptual design or a full blown engineered report. The County does not have a process to get information on down-stream impacts or complaints. **Chairman Crankovich** said that the 2009 floods have given the County the knowledge of what is affected.

Anne Watanabe said that she agreed it is a timing issue. Anything that is not an EIS would be a MDNS. She said at this rate it would be cost prohibitive to get preliminary approval with that level of detail.

Jan Ollivier, Transportation Planner, said that they require a traffic study that gives staff a plan for what we need in the future with the engineered drawings to come later.

Sean Northrop said there was a massive misconception going on. He said he didn't think anyone believes the County requirements don't need to be done. He said the issue is whether the County will have orderly development.

Kirk Holmes asked when the Board thought it was appropriate to do stormwater plans. He added that some sort of stormwater plan is required for preliminary plat approval.

Commissioner Jewell said he thought the conceptual plan is good for the preliminary plat approval with requiring the engineered plans for final plat approval.

Kirk Holmes said that staff needs to look at the code and provide language under Chapter 16.12 to provide the specifics methods in code.

Dan Valoff said this discussion has occurred everywhere he has worked. He said that other jurisdictions have placed all these codes into one Development Standards chapter and include appendices with the engineered drawings and other examples.

Chairman Crankovich asked what the stormwater standards are based upon. **Kirk Holmes** replied the Purposed and Intent of Chapter 12.06 states the chapter includes the minimum design standards for construction of storm water facilities. Staff needs to clearly understand what a project is at the time of preliminary meetings. He said staff and the developer need to be clear on expectations with shared understanding of code.

Deputy Prosecutor Brent Bottoms said if the study is put off until after the preliminary plat approval then there are no assurances.

Vice-Chairman Jewell said there was a reasonable level of risk. He said the conditions can be placed on the project at preliminary plat approval.

Sean Northrop expressed concerns about the backlog of applications still in the system.

The meeting was adjourned at 3:44 p.m.

DEPUTY CLERK OF THE BOARD

**KITTITAS COUNTY COMMISSIONERS
KITTITAS COUNTY, WASHINGTON**

Catherine Dunn

Alan Crankovich, Chairman