



# KITTITAS COUNTY DEPARTMENT OF PUBLIC WORKS

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## CDS STUDY SESSION MINUTES May 24, 2010

### THOSE PRESENT:

Paul Jewell, Mark McClain, Alan Crankovich (BOCC), Kirk Holmes, Jan Ollivier, Kelly Carlson, Maria Fischer (PW), Neil Calkins (Pros), Dan Valoff (CDS)

### GUESTS PRESENT:

Wayne Nelson, Catherine Clerf, Chad Bala, Allison Kimball, Lindsey Ozbolt, Bonnie Reay, David Bowen, Anna Nelson, Curtis Hedrick, Vernon Swesey, Mark Nelson, Jill Arango, Jan Sharar, Lea Beardsley, Steve Lathrop, Deidre Link, Tracy Rooney, Chuck Cruse, Jeff Slothower

### TEANAWAY SUBAREA PLANNING PROCESS:

Anna Nelson of Gordon Derr stated she was present to offer information and background support if needed regarding the letter received recently from American Forest Land Resources (AFLR). Discussion followed. David Bowen of AFLR stated that lifting the suspension on this planning process would enable communication with Planning Staff. Remaining funds were discussed. Anna recommended a stronger role for herself and County Staff in the process. Neil stated that he sees no impediment to the re-engaging of the planning process. Alan asked that it be made clear that the Board is not involved in the planning process yet. Updating of the web site was discussed.

### Board Direction:

**Approach AFLR with changes to the Memorandum of Agreement and bring it back to the Board for the next step.**

### PLANNING OFFICIAL SERVICES: DISCUSSION REGARDING PRIORITIZATION OF OBJECTIVES FOR 2010 & MONTHLY SUMMARY OF OBJECTIVES & PRIORITIES:

Jan noted that she, Anna Nelson and Dan Valoff have met to discuss contract planning and objectives. She passed out a schedule for the Comp. Plan amendment process. They are now dealing with the more complex projects that were back-logged. Mark noted that his priority is getting the oldest projects through the process first. Alan asked for an updated list of back-logged projects. Anna noted that by next Study Session they will know more about the status of

the back-logged projects. Dan added that the remaining projects have large issues to resolve.

**Board Direction:**

**Make processing older projects a priority.**

**TDR IMPLEMENTATION  
PROGRESS UPDATE:**

Wayne Nelson asked the Board how they would like the site certification applications processed. They are not land use actions. Discussion followed. The Board agreed that these are an administrative process.

**Board Direction:**

**No direction.**

**ROBERTS RULES-  
PARLIMENTARY TRAINING  
DISCUSSION FOR BOARD  
OF ADJUSTMENT & PLANNING  
COMMISSION:**

Kirk proposed that boards and commissions receive some training in parliamentary procedures. He will speak with the Management Team about this. He has a WSU Extension brochure on the subject which he will hand out for starters.

**Board Direction:**

**No direction.**

**DEVELOPMENT AGREEMENT  
THRESHOLD CRITERIA:**

Kirk read from County Code Chapter 15A. Currently the pre-application meeting is where the decision is made to enter into a development agreement, or not. He has done some research into the criteria used to determine whether or not an agreement is needed. Discussion followed.

**Board Direction:**

**No direction.**

**CDS INTERN:**

Kirk noted that he has a couple applicants for this paid position. The intern would perform file clean-up, etc. for a three month period. The Board expressed their concerns that the position not create more work for present employees as regards training the intern, and that there are funds to pay for it.

**Board Direction:**

**No direction.**

**GEOLOGICAL MAP:**

Mark asked about a geological map which he had discussed with the County Engineer. Kirk noted that the DNR is doing a slide hazard mapping effort, which when final will help with planning efforts. Looking at hazard areas in relation to proposed development is part of the current Critical Areas Ordinance, and the County already reviews

development with hazard areas in mind. Discussion followed.

**Board Direction:**

**Place this item on the agenda for June 7, 2010.**

Meeting adjourned at 2:46 pm



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Kirk Holmes, Interim CDS Director