

## PLANNING COMMISSION MINUTES

September 24, 2015

The Ephrata Planning Commission, Grant County, Washington met on September 24, 2015. The meeting was called to order in council chambers at 7:00p.m. by Chairman Joe Dennis.

**Members present:** Chairman Joe Dennis, members Jo Maedke, Tom Moncrief, Don Guillemete and David Spencer.

**Staff present:** Ron Sell, Community Development Director; Anna Franz, City Attorney; Bill Sangster, Public Works Director, and Stacy Hooper, Secretary;

**Approval of Commission Minutes:** Motion to approve the minutes of August 27, 2015 entertained by Joe Dennis, Motion made by Don Guillemete, Motion Second by Jo Maedke, motion carried.

**Additions and/or revisions to Published Agenda:** No additions or revisions.

**Correspondence:** Joe Dennis asks for any other correspondence, Ron Sell states no additions or corrections to correspondence that has been handed out.

**Joe Dennis** asks if nominations of Vice Chair should be added to agenda. Vice Chair will be appointed at end of Business.

**Joe Dennis** did not have time to canvas or talk to real estate agents regarding fees.

**Ron Sell** pointed out that the County's Fee Schedule was handed out. **Joe Dennis** looked at these and feels the City is not out of line on the proposed fees.

**Dave Spencer** questions the fee for Conditional Use Permit, the City has the highest fee at \$1,200, **Ron Sell** explains this is due to the Hearing Examiners fee. **Dave Spencer** asks if the Hearing Examiner is always involved in Conditional Use Permits, **Ron Sell** answers yes. **Dave Spencer** asks why this is. **Ron Sell** and **Anna Franz** explain, discussion ensues.

**Joe Dennis** asks if we adopt the \$1,200 fee for the Conditional Use would that cover the City's Fees and the Hearing Examiners fees? **Ron Sell** answers yes for a majority of the permits. **Joe Dennis** mentioned that last meeting the idea was talked about billing for the actual Hearing Examiner time, discussion ensues.

**Joe Dennis** asks if in general the proposed fees cover the City's Costs, **Ron Sell**, generally will cover most, some will fall short.

**Joe Dennis** asks why we do not have the per lot fee like the county uses. **Ron Sell** explains we can do this if that is what we want, **Joe Dennis** states he would hate to adopt fees that do not cover the costs and the City falls short, or fees that are so high it pushes legitimate developers away. **Ron Sell** feels that for the most part all the fees would be covered.

**Jo Maedke** asks how this would affect churches? Would they have to do a conditional use permit to build. **Ron Sell** explains yes, the new churches would have to apply for a conditional use permit. **Discussion Ensues** regarding churches and the Ivy Chapel.

**Don Guillemete** feels the fees are compatible with the entities being compared to. **Don Guillemete** asks, could the City change the fee's to an hourly rate. **Ron Sell** yes, but has the potential of driving up the fees. **Dave Spencer** states a developer would rather be able to come in or look at a fee schedule that shows what the fees could be, rather than guessing at an hourly rate.

**Jo Maedke** asks if a Conditional Use permit is paid for and is not issued does the applicant still pay. **Ron Sell**, Yes.

**Jo Maedke** agrees with **Joe Dennis** in regards to having the City's costs covered but keeping the fees reasonable for the developers and contractors. When **Jo Maedke** hears the story of the Coyote Run project, she thinks the per lot fee is reasonable. **Discussion Ensues**. **Joe Dennis** asks would it be feasible to have a base fee for up to so many plats and then have additional fees for lots. **Ron Sell** explains the City does have this break down for applications. **Discussion Ensues**.

**Dave Spencer** question the variance fee going from \$500 up to \$1000 is that all variances would be this price. **Ron Sell** explains that there is an Administrative Variance that can be applied for, this is on a smaller variance with more limitations. **Discussion Ensues**.

**Dave Spencer** only questions the Variance fee and Conditional use fees. **Discussion Ensues**.

**Joe Dennis** does not see the City's fees for Conditional Use or Variance being out of line with the other entities on the spread sheet.

**Dave Spencer** so moves the approval of the proposed fees, **Don Guillemete** seconds the motion, all agree to accept fee schedule and send to Council for adoption which will create a public hearing.

**Joe Dennis** asks **Ron Sell** to give an overview of Title 18 Subdivisions. 2008 was the last time this Chapter was revised and followed the City of Kent's Code, which was more defined than what we currently had at that time. There were many changes at that time. **Ron Sell** states that this Chapter is working fine, that most of the changes are typos, grammar or wording changes.

**Dave Spencer** questions the changes in the index for titles 18.04.830 and 18.04.835. Discussion ensues.

**Ron Sell** addresses conditional use permits regarding schools and churches. During the comment period of a proposed church the community did not make any comments, comments were not made until the church was built. When the church was being constructed there were many complaints. A conditional use permit lessens the chance of this happening in the future.

Discussion ensues of grammatical changes.

**Dave Spencer** has questions on Alleys in new developments. **Ron Sell** explains the new developments would still need to follow the City's Standards.

**Joe Dennis** asks if requiring paved allies, is there a requirement for the existing alleys to be paved. **Ron Sell**, there is nothing in the current code that states this needs to be done. **Bill Sangster** adds that it is usually neighbors coming together and having their alley paved.

18.04.210 Filing the final short plat: (14) **Joe Dennis** asks why this is being stricken, **Ron Sell** explains it is redundant. **Don Guillemete** questions the striking 18.04.210 (H), **Ron Sell** explains these documents go to the same place and the Community Development director is the keeper of these documents.

18.04.235 Standards for the subdivision of land and any dedications (C) Discussion ensues.

18.04.235 Standards for the subdivision of land and any dedications h. iii. **Joe Dennis** has questions. **Ron Sell** explains a little more research needs to be done on this and he will bring back more information to the next meeting.

**Anna Franz** states 18.04.235 I Airport Streets Pavement width (feet) should be 33 feet not 35. This was changed in Construction Standards and changing it will make it consistent. **Joe Dennis** asks what constitutes Airport Streets. **Discussion ensues.**

18.04.235 (9) **Joe Dennis** the sentence being added, what constitutes a non-public street, **Ron Sell** explains this is something the City will not maintain. **Joe Dennis** asks if there is a lot of this, **Ron Sell** explains it would be for new plats and would have to be discussed before issuance.

18.04.255 Other improvements (C) **Ron Sell** states this was a change requested by local surveyors. **Bill Sangster** states this is a really helpful change for surveyors and property owners.

**Joe Dennis** states this covers all areas in title 18. **Ron Sell** to bring more information on 18.04.235 Standards for the subdivision of land and any dedications h. iii to the next meeting.

**Joe Dennis** asks for volunteers for Vice Chair. **Don Guillemete** feels it should be someone with more experience than himself. **Tom Moncrieff** volunteers, **Joe Dennis** asks, all in favor, **Tom Moncrieff** is nominated as Vice Chair, **Tom Moncrieff** accepts.

**Joe Dennis** will remain on Short Subdivision Committee.

**Joe Dennis** asks for any other issues. Next scheduled meeting of October 8, 2015 will be cancelled, **Jo Maedke** and **Stacy Hooper** will not be in attendance. Next meeting will be October 22, 2015.

Joe Dennis Adjourns meeting at 8:00 pm.

  
\_\_\_\_\_  
Joe Dennis, Planning Commission Chairman

Attest: \_\_\_\_\_  
Stacy Hooper, Secretary