

PLANNING COMMISSION MINUTES

December 10, 2015

The Ephrata Planning Commission, Grant County, Washington met on December 10, 2015. The meeting was called to order in council chambers at 7:00p.m. by Chairman Joe Dennis.

Members present: Chairman Joe Dennis, Vice Chair Tom Moncrief; members Jo Maedke, Don Guillemette and David Spencer.

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

Approval of Commission Minutes: Motion to approve the minutes of November 12, 2015 entertained by Joe Dennis, Motion made by Don Guillemette, Motion Second by Dave Spencer, motion carried.

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

Correspondence: **Joe Dennis** asks for any additions, revisions or additional correspondence. **Ron Sell** states no additions or corrections.

Joe Dennis asks for Staff Report on Article V Binding Site Plan, **Ron Sell** states there is not a staff report for this Chapter. Most of the additions, deletions and corrections are clean up. There is one significant change where we are following the short plat standards, if it is a 9 lot or less binding site plan it does not have to go through the hearing examiner or a public hearing, it would go through a meeting with the short subdivision committee. **Ron Sell** explains that council is adopting the new fee schedule increasing the fee for a public hearing or meeting with the hearing examiner. **Discussion Ensues**

Ron Sell explains that the changes are making this chapter more consistent with the rest of the code. There is one change that **Leslie Trachsler** asked for, she wanted referenced the chapter 3.35 that the fees will fall under when fee schedule is mentioned.

18.04.809 Tentative Plan Review Section (E) **Joe Dennis** asks if this is in place to discourage applicants from moving forward with their problems, is this more advisory. **Ron Sell** explains yes, Discussion Ensues. **Joe Dennis** asks if it needs to be left in, **Ron Sell** we can remove if wanted to. **Anna Franz** adds it is a basic appeal of the determination by the City to a controlled hearing body. **Joe Dennis** does not have strong feelings either way, **Discussion Ensues**, Section E will be left in.

18.04.810 Preliminary Binding Site Plan application section C-11: **Joe Dennis** asks for clarification, **Ron Sell** explains.

Joe Dennis states most of the changes seem to be grammatical clean up. **Ron Sell** explains yes, until you get to **18.04.830 Short Subdivision Committee/Hearing Examiner Public Hearing: Ron Sell** states this is where you will start seeing the short subdivision committee coming in for the 9 lots or less.

18.04.820 Administrative Review: Joe Dennis questions changing Plat Administrator to Community Development Director, **Ron Sell** clarifies.

18.04.844 Final Filing Recording Fees and Requirements Section C – It is to **Ron Sells** understanding that Council is the only one who can sign the developer agreements, therefore, the change from Hearing Examiner to City Council was made.

Joe Dennis asks what exactly is that comprised of: Ron Sell explains that in the review process, instead of going to the Community Development Direction for review, a Short Subdivision Committee was put together of six (6) members, Public Works Director, Planning Director, Parks Director, Fire Chief, one of the Planning Commission Board, and the Building Official. **Discussion Ensues.**

Don Guillemette asks is the recommendation of the Short Subdivision Committee taken to the Hearing Examiner or is it in Lieu of. **Ron Sell** explains, in lieu of, **discussion ensues.**

Joe Dennis states this does not look to be too controversial, **Ron Sell** explains this chapter had already been updated and brought up to date with what is typical throughout the state and is mostly clean up. **Joe Dennis** asks if this address's all of the City's Concerns, **Discussion Ensues.**

Joe Dennis asks if there are any questions or concerns, **Don Guillemette** asks why calendar days is being used and not work days, **Ron Sell** explains that this was just keeping it standard with the other chapters, **Ron Sell** will double check and bring to next meeting which is consistent, calendar days or working days. **Anna Franz** adds that the court standards, five (5) days and under it is written as working days, over five days it is written as calendar days.

Ron Sell will bring the remaining items in **Article V. Binding Site Plans, Chapter 18** to the next meeting in January.

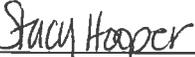
Dave Spencer will not be in attendance at the January 14, 2016 meeting, will let **Stacy Hooper** know about the January 28, 2016 meeting and the February meetings. **Jo Maedke** will not be in attendance at the January 28, 2016 meeting.

Meeting of December 24 2015 will be canceled. Next Planning Commission meeting will be January 14, 2016.

Joe Dennis Adjourns meeting at 7:22 pm.



Joe Dennis, Planning Commission Chairman

Attest: 

Stacy Hooper, Secretary