

## PLANNING COMMISSION MINUTES

January 14, 2016

The Ephrata Planning Commission, Grant County, Washington met on January 14, 2016. 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. David Spencer, Excused Absence.

**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 December 10, 2015 entertained by Joe Dennis, Motion made by Don Guillemete, Motion Second by Tom Moncrief, motion carried.

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

**Tom Moncrief** asks, sometimes the minutes will read that **Ron Sell** or **Anna Franz** will research an item and bring answers to the next meeting but this does not get put on the next agenda, does this actually get followed up on? **Ron Sell** explains that if it was changes to be added he will make the corrections and bring it back when applicable, if it questions that someone is looking into then the person responsible would need to do the follow up.

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

### Article VI. Lot Line Adjustments

#### 18.04.900 Purpose of lot line adjustments:

**Ron Sell** explains process of Lot Line adjustments and explains the changes in this Chapter are like the changes that have been made in previous Chapters. The changes are clean up on wording and numbering and will make the lot line adjustment submittal process and requirements easier to follow.

#### 18.04.915 Application procedures (2) :

**Ron Sell** points out the verbiage under item (2) was added. **Tom Moncrief** asks if the applicant knows the applicable fee prior to submittal. **Ron Sell**, yes it will be on the application.

**Joe Dennis** asks if Lot Line Adjustments are common **Ron Sell** gives examples of why a landowner would apply for a Lot Line Adjustment. **Discussion Ensues.**

#### Design Standards 18.29:

**Joe Dennis** asks if there is a staff reports, **Ron Sell**, this section has minor changes, clean up, numerical numbers added to go along with the written numbers and grammar corrections, very generic changes. **Joe Dennis** asks if Commissioners have any changes or questions.

### **Chapter 18.33 Improvements:**

**Ron Sell;** in the last few months the Health District had asked that complete streets be added to the City's Improvement Standards. This is to plan for all uses of the streets, and will open the City for additional Grants from the state. It does not increase what we already do for street design, but does show that we are thinking of complete streets. The definition has been added. **Discussion Ensues.**

**Bill Sangster** explains that the state uses the term complete streets quite often, this does not mean that we must implement currently, although may change in the future, if we show that we are planning ahead to implement complete streets by adding to the City Standards it will open the City up for more Grant opportunities. Currently we do look ahead however, the definitions were not written into our published standards. **Tom Moncrief** asks, who determines this, **Bill Sangster** explains. **Joe Dennis** asks if this is generally for new construction, **discussion ensues.**

**Tom Moncrief** asks if the Grant money is determined by the number of complete streets we have. **Bill Sangster** explains the Grant process and that it depends on the requirement of the Grant and how it is written. **Discussion Ensues.**

**Tom Moncrief** asks if there is a minimum number of bike lanes the City is required to have. **Ron Sell** and **Bill Sangster** both answer no.

**Ron Sell** explains that Safe Routes to School which are already provided or that are required are very similar to complete streets.

**Don Guillemette** asks when the State comes in to repave Basin St. will they be required to meet these standards, as there is no room for Bus Lanes or Bike Lanes currently. **Bill Sangster** explains there are already shoulders going to Oasis, however they are not marked as such. **Ron Sell** and **Bill Sangster** explain that in cases like this when it is considered maintenance not improvements the developer or contractor could get by with less of the requirements. **Discussion Ensues.**

**Joe Dennis** notices there is reference to "City Engineer" he asks who this is, **Bill Sangster** replies Gray and Osborne Engineering is used as the City's Engineer. **Discussion Ensues**

**18.33.040** Lamp Poles are no longer allowed, only manholes, **Bill Sangster** explains the reasons to this. **Discussion Ensues.** **Tom Moncrief** asks if the manholes need to be updated when the streets are redone, **Bill Sangster** replies yes and explains the process.

**Joe Dennis** asks for any comments or objections. None.

**Chapter 18.36 Reimbursement for Utility Installations:** Only grammatical changes. **Anna Franz** to verify that Chapter 18.36 matches the current standards.

**Chapter 18.55 Segregation for Conveyance Plats addition of section (F)** – Allows lots to be broken up without going through the platting process, however, there are some caveats to this. They cannot get any development permits until they get the platting finalized, it does make it so the larger lots can be broken down and sold as smaller lots. **Ron Sell** has asked **Anna Franz** to review to make sure this standard matches the state standards.

**Joe Dennis** asks for questions or comments.

**Joe Dennis** asks if we are ready to take to council . **Ron Sell**, this is the last of Chapter 18. **Ron Sell** will make a few changes and clarifications and will bring Chapter 18 back to the next Planning Commission meeting to talk about scheduling for Council and a PublicHearing.

**Jo Maedke** and **Dave Spencer** will not be in attendance for the next meeting on January 28, 2016 meeting.

Next meeting January 28, 2016

Joe Dennis Adjourns meeting at 7:26 pm.



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Joe Dennis, Planning Commission Chairman

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

