

**PLANNING COMMISSION MEETING**  
**MARCH 11, 2019**

**CALL TO ORDER**

Planning Commission Chairperson Adam Huff called the meeting to order at 7:05 p.m.

**ROLL CALL**

Members in attendance included Larry Kulesza, Wayne Wardlow and Adam Huff. Jesse Christopher was absent.

**STAFF**

Staff - Raena Hallam, John Ridlington, Michael Weatherman and Mary Schultz.

**GUESTS**

Guests - No guests were present.

**ANNOUNCEMENTS AND MAIL RECEIVED**

As there was no Announcements and Mail Received, Planning Commission moved on to Meeting Minutes.

**MEETING MINUTES**

**REGULAR MINUTES OF FEBRUARY 11, 2019 MEETINGS**

Planning Commission Member Wayne Wardlow made a motion to approve the minutes of the February 11, 2019 regular Planning Commission meeting. Planning Commission Member Larry Kulesza seconded the motion. Motion carried by all. Chairperson Adam Huff - yes, Planning Commission Member Larry Kulesza - yes and Planning Commission Member Wayne Wardlow - yes.

**NEW BUSINESS**

As there was no New Business, Planning Commission moved onto Old Business.

**OLD BUSINESS****COMPREHENSIVE GROWTH MANAGEMENT PLAN UPDATE**

Clerk/Treasurer Raena Hallam distributed notebooks to all of the Planning Commission members and reviewed its contents. Raena also reviewed the draft schedule for updating the Comprehensive Growth Management Plan. Raena stated the last time the Comprehensive Plan was updated it was done over a five year period. Raena explained once the Planning Commission has completed the update the Department of Commerce is allowed 60 days for review, then it will come back to the Planning Commission and City Council for final review and adoption. Raena stated Planning Commission will need to have two meetings some months to accomplish the update deadlines. Raena stated the Planning Commission will still have other business such as annexation to do along with the Comprehensive Plan Update.

Clerk/Treasurer Raena Hallam explained the Park Board visited all of the parks in Kettle Falls. Raena stated the Park Board will be disbanding and has agreed to come to a Planning Commission Meeting to give a presentation of their suggestions and findings. Raena asked the Planning Commission Members to review the checklist of meetings, the Comprehensive Plan Parks and Recreation Element and the Kettle Falls Past, Present and Future document as homework for the April Planning Commission.

Planning Commission Member Larry Kulesza stated towards the back under the Parks & Rec tab it's important to review for things to be eliminated and what is current.

Mayor John Ridlington stated the largest task is to gain understand of the Comprehensive Plan so we can get it completed. The state is going to give us \$5,000.00 (five thousand dollars) to assist with the update.

City Clerk/Treasurer Raena Hallam stated the City has hired a new employee that will be working 10 hours a week helping with some of the Building/Planning projects.

**COMMUNITY LOGO**

Planning Commission Member Larry Kulesza announced there will be a presentation for the new logo that will be going up on the old Grouch sign during Town and Country Days. The sign materials are

located at his shop until the weather is better. Some stuff is being stored at Chamber President Phillip Teller's place. Statesman Examiner reporter Aaron Andrews will be revealing the sign. The sign at the West end of town needs more work. The current sign that is being removed is being stored at Northern Ales. Larry asked where the old parade float might be.

Mayor John Ridlington stated he is not sure who might have it or who it belongs to. City Clerk/Treasurer Raena Hallam stated she remembered it needing some minor repairs.

Planning Commission Member Wayne Wardlow stated it could be in the shed next to his place on Oak (float shed). Wayne thinks Jeff Graves would have the keys to the shed but there might only be baseball equipment in it.

#### **HISTORIC PRESERVATION**

As there was no Historic Preservation, Planning Commission moved on to Public Comment.

#### **PUBLIC COMMENT**

As there was no Public Comment, Planning Commission moved on to Adjournment.

#### **ADJOURNMENT**

Planning Commission Member Wayne Wardlow made a motion to adjourn the meeting. Planning Commission Member Larry Kulesza seconded the motion. Motion carried by all. Planning Commission Member Larry Kulesza - yes, Planning Commission Member Wayne Wardlow - yes and Planning Commission Member Adam Huff - yes.

Planning Commission Meeting adjourned at 7:32 p.m.

Next meeting is scheduled for April 8, 2019 7:00 p.m. at Kettle Falls City Hall.

Approved:

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Adam Huff, Chairperson

Attest:

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Mary Schultz, Secretary/Clerk