**KETTLE FALLS**

**PLANNING COMMISSION MEETING**

**NOVEMBER 25, 2019**

**CALL TO ORDER**

Planning Commission Chairperson Adam Huff called the meeting to order at 7:01 p.m.

**ROLL CALL**

Members in attendance included Larry Kulesza, Jessica Christopher, and Adam Huff.

**STAFF**

Staff – John Ridlington, Raena Hallam, John Andrew, Michael Weatherman and Kathi Merrill.

**GUESTS**

None

**ANNOUNCEMENTS AND MAIL RECEIVED**

There were no announcements and mail received, Planning Commission moved on to Meeting Minutes.

**MEETING MINUTES**

**REGULAR MINUTES OF NOVEMBER 4, 2019 MEETING**

Planning Commission Member Jessica Christopher made a motion to approve the October 28, 2019 meeting minutes. Motion seconded by Larry Kulesza. Planning Commission Member Larry Kulesza – YES, Planning Commission Member Jesse Christopher – YES. Motion carried.

**NEW BUSINESS**

**CHECKLIST REVIEW**

Planning Commission Member Jessica Christopher stated the Housing and Transportation lists are done. She stated it talked about Annexation but did not see it on the check list. She looked at the Land Use Element and started looking at the check list today. First reference in the Land Use Element 1a Future Land Use Map – does that refer to the map on the wall?

Clerk/Treasurer Raena Hallam answered “yes”.

Planning Commission Member Larry Kulesza stated the map is on the last page of the Land Use Section II-18.

Planning Commission Member Jessica Christopher addressed

1b. Urban Planning approaches… Chapter II, Sec. H.

1c. Consistent population projection… Table II-2. Sec F (info updated in handout)

1d. Estimates of population densities… Chapter I, Table I-1.

Planning Commission Member Adam Huff stated 1e. protection of the quality of groundwater… looks standard.

Planning Commission Member Larry Kulesza stated Urban vs. Rural density. Larry said we have several different zones with very different population density numbers. We need to research.

Planning Commission Member Jessica Christopher asked if E1 covers it? Do we need more specific language?

Planning Commission Member Larry Kulesza asked where do new numbers go in the new UGA? Table II-2? Where are new people going to be shown in the future land use element?

Planning Commission Member Jessica Christopher addressed Section I & II E – Vacant, Buildable Land Analysis - change language and update information.

Mayor Ridlington stated most lots that used to be available are no longer available.

Planning Commission Member Larry Kulesza stated we need to identify the vacant lots. Table II-3 – UGA hasn’t changed. We get this info from the county.

Planning Commission Member Jessica Christopher addressed 1-E Protection of the quality and quantity of groundwater used for public water supplies.

Planning Commission Member Larry Kulesza stated the Wellhead Protection Program (reference Resolution/Ordinance just passed) Need to add sentence or two. Critical Areas I-1 – Section II deals with population not water.

Planning Commission Member Jessica Christopher asked if we need to reference the Well Head Protection Program in Land Use Element too? Also, in Capital System in Chapter 3, F-1.

Clerk/Treasurer stated Policy 1.4 – we need to add language here on well head protection plan – we adopted well head plan 1-F. #I-6 – Public Utilities language is OK but vague. 1-G see section K, #4. We will do the Public Hearing in December.

Planning Commission Member Jessica Christopher asked about question 1-J Review of drainage, flooding, and stormwater run-off. Reference Section C , 1-6.

Question 1-K Policies to designate and protect critical areas – reference Section C, 1-6. Question 1-L - NA

**Table Review**

Clerk/Treasurer Raena Hallam stated she had updated some of the tables. On the handout the old table is on the top of the page and the new table is on the bottom of the page. Raena emailed the school for information for one of the tables. Public Works is working on some tables and will have numbers by next meeting. Raena stated she still has water and street and finance part to be done. Identifying housing and available lots will be time consuming. Will start updating for Public Hearing. Will see if we can use the Library and the projector and make live changes. Advertising has started for Planning position.

Planning Commission Member Larry Kulesza asked if the grant money for the GMA update from the Department of Commerce is still available?

Clerk/Treasurer Raena Hallam stated $5,000 is still available. She stated she called White Bluff’s Consulting group working with Stevens County and they are charging them $110,000, the City of Dayton is paying $70,000 for planner assistance. Raena said she was referred to Studio Cascade who works with Chewelah. We need help pulling it all together. The Park and Rec section is pretty much done. We will have a meeting on December 9th and the Public Hearing on December 16th for the Park & Rec and Land Use Elements. Raena stated she will try to reserve the Library Community room.

**STEVENS COUNTY COUNTY-WIDE PLANNING POLICIES**

No discussion.

**OLD BUSINESS**

**HOMEWORK**

Clerk/Treasurer Raena Hallam suggested looking over the Capital Facilities element.

Planning Commission Member Larry Kulesza stated the difference between “should” and “shall”. “Should” is advisory where “shall” is mandatory.

Mayor Ridlington stated the nuisance property is costing $8,000 and the city will be reimbursed.

**PUBLIC COMMENT**

None

**NEXT MEETING**

Next meeting is scheduled for December 9, 2019 7:00 p.m. at Kettle Falls City Hall.

**ADJOURNMENT**

Planning Commission Member Larry Kulesza made a motion to adjourn the meeting. Planning Commission Member Jessica Christopher seconded the motion. Planning Commission Member Larry Kulesza – YES, Planning Commission Member Jessica Christopher – YES. Motion passed.

Planning Commission Meeting adjourned at 8:14 p.m.

Approved:

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Adam Huff, Chairperson

Attest:

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Kathi Merrill, Secretary/Clerk