**KETTLE FALLS PLANNING COMMISSION**

**MEETING MINUTES**

**MAY 26, 2020 6 P.M.**

**CALL TO ORDER**

Planning Commission Chairperson Adam Huff called the meeting to order at 6:00 p.m.

**ROLL CALL**

Members in attendance included Adam Huff, Larry Kulesza, Jody Emra, Jessica Christopher

**STAFF**

Staff in attendance included Raena Hallam, John Andrew, Kathi Merrill, Mayor Ridlington and Mike Weatherman.

**GUESTS**

None

**ANNOUNCEMENTS AND MAIL RECEIVED**

None

**MEETING MINUTES**

**REGULAR MINUTES OF MAY 4, 2020 MEETING**

Planning Commission Member Jessica Christopher made a motion to approve the May 5, 2020 meeting minutes. Planning Commission Member Jody Emra seconded the motion. Planning Commission Member Larry Kulesza – YES, Planning Commission Member Jody Emra – YES, Planning Commission Member Jessica Christopher – YES. Motion carried.

**NEW BUSINESS**

1. **PLAYGROUND EQUIPMENT – KF ROTARY CLUB**

Clerk/Treasurer Raena Hallam stated Ben Hendrickson spoke with the Mayor about the Rotary Club donating $70,000 worth of playground equipment to be placed in Happy Dell Park. The Rotary is not sure about what type of equipment they should purchase. Ben will do more research and get back to the Planning Commission.

Mayor Ridlington stated the equipment would be like an obstacle course, challenging type equipment.

City Councilman John Andrew asked if the equipment would be ADA compliant? Wheel chair accessible?

Mayor Ridlington stated he was not sure but said all of the equipment would probably not be ADA compliant. Not wheelchair accessible. It’s jungle gym kind of stuff. The parking is ADA.

Planning Commission Member Larry Kulesza stated some of the equipment is required to be ADA compliant as part of the Parks Plan. The Planning Commission will take this up when discussing the Parks Plan.

Planning Commission Member Jody Emra stated ADA equipment is very expensive.

Mayor Ridlington stated all the equipment can’t be ADA. Would have to find out the rules. If all the equipment was ADA then it wouldn’t be a challenge to other kids. Ben along with Hydroplane will prepare a presentation with pictures and layouts.

Planning Commission Member Larry Kulesza stated they could do a slide show. This will help the Parks Committee with the planning and visioning process.

Planning Commission Member Jody Emra asked if the current equipment would be recycled or replaced?

Mayor Ridlington stated the equipment pieces would be stored for future use.

**OLD BUSINESS**

1. **REVIEW ANY NEW DEVELOPMENTS WITH THE COMP PLAN**

Clerk/Treasurer Raena Hallam stated no comments have been received from the Department of Commerce.

1. **REVIEW ANY NEW DEVELOPMENTS WITH THE DEVELOPMENTAL REG UPDATE**

Planning Commission Member Larry Kulesza stated the Electric Vehicle and the language on the Constitutional Taking of Personal property was sent to SCJ and to date we have heard nothing back.

Clerk/Treasurer Raena Hallam stated the next step is speaking with the City Attorney. An Ordinance will be introduced to the City Council on June 2 and any changes can be made after that. Then on June 16 the Ordinance could then be adopted.

City Councilman Mike Weatherman stated Transportation is a service. Gas could be gone in 10 years. Kettle Falls could then be a destination.

Planning Commission Member Larry Kulesza stated he wanted to give an update on the Brandon True project. The Planning Commission passed on a recommendation to City Council on the Lot Line Adjustment. The primary goal is to keep the level 2 review with minimal paperwork and then get him as many uses as possible. The Binding Site Plan was discussed with SCJ and Alicia stated that sounded like the best way to proceed. The Lot Line Adjustment will be part of the Binding Site Plan which will also include platting. Larry said he will put together a checklist of what we need to do. He asked the Planning Commission to read 17.05.030. Kettle Falls is a code city and so we will stay with a Type 2 review. Larry will produce a checklist for Brandon to include input from the Fire Department, Police Department and City Superintendent. We just need the Survey map and conditions/uses. Larry told Brandon we are proceeding with a Binding Site Plan. How to bring in the utilities to the properties is now under discussion with the City Superintendent. Larry spoke with Mr. Getty about the vacant house on the property. Mr. Getty stated they will temporarily rent the house, but the Church intends to take most of the buildings down and build a larger building with parking for a sanctuary. He will need to apply for a Conditional Use Permit. Mr. Weatherman stated he was fine with the Binding Site Plan and will leave the zoning as is. Once all the information is gathered it will be sent back to SCJ to produce the final document.

Mayor Ridlington asked if this was the quickest process?

Planning Commission Member Larry Kulesza stated it was the quickest and least expensive.

Clerk/Treasurer Raena Hallam stated there was a lot of research to do for the Binding Site Plan.

Planning Commission Member Larry Kulesza stated he received support and positive input from SCJ.

Mayor Ridlington stated he would like to avoid one more thing, and one more thing.

Planning Commission Member Larry Kulesza stated it would be a short plat and not a long plat with a Type 2 Review. We need to find out what kind of documentation is needed for the preliminary review. He will make a check list for both the City and Brandon True. Then find out what the next steps are and the process.

1. **PARKS PLAN UPDATE/REVIEW**

This will be tabled for the short term.

Mayor Ridlington spoke about the bleachers at the skate park. There were 2 twelve foot sections that were severely damaged. They have been repaired and are stored in the lagoon area and can be used for special events. The Concrete Bench at Happy Dell Park has never been found.

1. **GMA UPDATE SCHEDULE REVISIONS**

Clerk/Treasurer Raena Hallam stated she had the Public Launch set up for June 1 but it has been rescheduled for June 15. Department of Commerce requires we have a Public Launch before an Ordinance can be adopted. If we don’t have a public launch by the 15th, we will have to write a letter to the Department of Commerce explaining we are ready but with Covid-19 restrictions we were unable to have a public launch and therefore will be late submitting our Plan. We have to reach Phase III in order to have our Public Launch. We hope to reach that Phase by June 1. An Ordinance could then be introduced to City Council on June 2, Public Launch on June 15, then City Council will meet on June 16 and we could hope to adopt by June 30.

Planning Commission Member Larry Kulesza motioned to recommend to City Council to accept the Comprehensive Plan as written. Jody Emra seconded the motion. Planning Commission Member Larry Kulesza – YES, Planning Commission Member Jody Emra – YES, Planning Commission Member Jessica Christopher – YES. Motion passed.

Planning Commission Member Jody Emra asked if the Comp Plan will now to the City Council on June 2?

Planning Commission Member Larry Kulesza stated “Yes”. It will go to City Council for review.

**HOMEWORK**

All Commission Members should read 17.05.030 Site Plan Review. This can be revised at any time. It can also be adapted to any circumstances.

**NEXT MEETING**

Next meeting could be June 1 if necessary. The Public Launch will be June 15 if Phase III is achieved.

**PUBLIC COMMENT**

Planning Commission Member Jessica Christopher announced she will be resigning from the Planning Commission after the Public Launch. Jessie would like to share information on a project in Tacoma.

Planning Commission Member Larry Kulesza stated a Binding Site Plan could also be used for Affordable Housing as well as Tiny Houses.

**ADJOURNMENT**

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

Planning Commission Meeting adjourned at 6:45 p.m.

Approved:

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Adam Huff, Chairperson

Attest:

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Kathi Merrill, Secretary