

**Kittitas County Road Standards
Citizen Advisory Committee
MEETING MINUTES
June 6, 2011
3:30 p.m. to 5:00 p.m.**

I. Call to Order:

Doug D'Hondt called the first Kittitas County Road Standards Citizen Advisory Committee (CAC) meeting to order at 3:30 p.m.

II. Attendance:

Present:

<i>Citizen Advisory Committee</i>		<i>In Attendance?</i>
Kirk Holmes, Chair	Public Works Director	No
Doug D'Hondt	County Engineer	Yes
Christina Wollman	Planner II	Yes
Urban Eberhart	Agricultural community representative	Yes
Marc Kirkpatrick	Encompass Engineering & Surveying	Yes
Brenda Larsen	Fire Marshal	Yes
Pat Deneen	Developer	Yes
David Gerth	KCT / Citizen	Yes
Dan Valoff	CDS Planner	Yes

Public in attendance:

Chad Bala
Wayne Nelsen, Encompass
Dave Whitwill, CWHBA
Jan Ollivier, KCPW
Vernon Swesey, Central Cascades Land Co.
Catherine Clerf

III. New Business

A. Goals and Procedures:

Goal 1: To have a completed draft of recommendations by the end of August.

Goal 2: Address major issues identified by the CAC members of the proposed Road Standards in the recommendations.

Procedures:

The CAC agreed to the draft procedures presented and that Kirk should be chair. Christina stated that citizens would be notified and permitted to attend and speak at the CAC meetings.

Agenda and Meeting Schedule:

Urban said the CAC should consider what areas in the current standards the County has problems with and the members will discuss how they differ in those target areas. He said the CAC meetings should allow for the discussions to evolve to other Road Standard issues that are not scheduled for discussion at that time.

Marc suggested that we schedule specific chapters to discuss for each meeting.

Pat said his issues are:

- Need to define what triggers a TIA better - the proposed code language could require a BLA to trigger a TIA or a member of the public could require a TIA.
- Seasonal housing should be considered differently than full-time housing when looking at traffic impacts.
- The wording of the Variance process should allow decisions to be based on monetary reasons.
- The expense of widening a private road to the 24 foot paved surface.
- How will we deal with certification and bonding processes for plats approaching final approval deadlines.
- The 2nd access to be built at the same standard as the primary access and how this is affecting his subdivisions in mountainous areas. The no-gate requirement for 2nd accesses does not make sense if it is a future major road.
- Allow joint use driveways for 3 parcels and not just 2 parcels.
- Know whether or not the County will accept roads onto their maintenance system at preliminary approval.
- Lots shouldn't be sold before their roads are built, but the five year limit is going to damage the developers.
- The requirement for USFS and BPA to provide agreements for developments when he already has easements in place.

Christina: said she can develop the meeting agendas based on the issues brought up during the public meetings. She suggested scheduling overall issues for discussion at the meeting instead of chapter by chapter because some issues deal with different chapters in the Road Standards. Christina proposed the following topics:

1. Private Roads: Chapter1 (timing of improvements, joint review) and Chapter 4
2. Remains of Chapters 1 and 2
3. Stormwater and Irrigation: Chapter 6
4. Access and Bridges

5. Submittal and inspection: Chapters 8 and 9

The CAC agreed to schedule discussions according to Christina's proposal above. Christina will send each member an electronic Word version of the road standards so CAC members can easily share their comments through "track changes."

The CAC decided the meetings will be from 2:30 to 5:00 on the following dates: 6/14, 6/28, 7/12, 7/26, 8/9, 8/23, and 9/6.

IV. Next Meeting

CAC members will consider the private road language for the next meeting and attempt to share their comments with other CAC members prior to the meeting.

The CAC adjourned at 5:00 p.m.

Minutes submitted by: Jan Ollivier