

***WELCOME TO THE PUBLIC HEARING OF
THE KITTITAS COUNTY BOARD OF ADJUSTMENT
FOR THE TEANAWAYSOLAR RESERVE (CU-09-000005)***

The public hearing process is outlined in this handout to help you make an effective presentation to the Board of Adjustment. This public hearing is a consolidated hearing for both the SEPA Appeal and the Conditional Use Permit, with the SEPA Appeal hearing commencing first at 6:00 p.m. on August 11, 2010, at the Kittitas County Fairgrounds in Teanaway Hall, Ellensburg, WA.

- The Board of Adjustment may continue the public hearing to a specific date and time where they will review the record, deliberate and make a final decision on the project. The hearing on August 11, 2010 will conclude at 10:30 p.m. It is anticipated that the hearing will be continued to August 12, 2010 at 6:00 p.m., based on the length of the expected testimony. If necessary, the hearing will be continued to August 18, 2010 at 6:00 (location not yet confirmed).
- Both written and oral testimony is considered by the Board of Adjustment.
- **Note that if you wish to provide oral testimony at the hearing you must sign-in at the August 11, 2010 hearing.**

***PUBLIC HEARING
PRESENTATION GUIDELINES***

To obtain the most benefit from your presentation the Board of Adjustment urges your consideration of the following:

Address the Board . . . Please face and direct all comments to the Board of Adjustment. Speak into the microphone. Turning around to respond to the audience makes it difficult for the Board to understand your statements and detracts from your speaking time.

Avoid Repetition . . . The Board of Adjustment does carefully consider and take notes on each presentation. Repetition by the initial speaker or following speakers, in support or opposition, usually serves only the purpose of prolonging the hearing, uses up allotted speaker time and does not further advise the Board of Adjustment of facts affecting the project.

Put it in Writing. Submit written testimony into the record by giving it to the Board Clerk.

PUBLIC HEARING SETTING

SETTING:

The hearing will be at the Kittitas County Fairgrounds in Teanaway Hall, Ellensburg, WA. There is a speaker's podium facing the Board with audio/visual equipment oriented to the Board of Adjustment. If you wish to provide oral testimony, please sign-in. Note that all testimony is sworn and recorded.



ORDER OF HEARINGS, SPEAKERS & TIME ALLOTTED

CHAIRMAN'S INTRODUCTION - 2 to 15 minutes

At the beginning of the public hearing, the Chairman reviews the rules of order for the meeting, will ask if there are any Appearance of Fairness disclosures to be made, and introduces the proposed project.

SEPA APPEAL HEARING

CHAIRMAN'S INTRODUCTION – 2 minutes

COUNTY TESTIMONY: (Approx 45 min)

- Identify witnesses, present exhibits to be marked by clerk;
- Testimony of County witnesses;
- Cross-examination by Appellant/Proponent;
- County's rebuttal.

APPELLANT'S TESTIMONY (person appealing SEPA action): (Approx ____ min)

- Identify witnesses, present exhibits to be marked by the Clerk;
- Testimony of Appellant's witnesses;
- Cross-examination by Responsible Official/Proponent;
- Appellant surrebuttal.

PROONENT'S RESPONSE (Applicant): (Approx 30 min)

- Identify witnesses, present exhibits to be marked by the Clerk;
- Testimony of Proponent's witnesses;
- Cross-examination by Appellant/Responsible Official;
- Proponent surrebuttal.

RELEVANT PARTIES TESTIMONY (see Relevant Parties text below): (3 min)

FINAL ARGUMENTS (County, Proponent, Appellant): (5 min each)

BOARD DISCUSSION

DECISION – Complete with Findings of Fact

NOTE: The Board may ask questions of any party at any time during the hearing.

The Chair may call a recess at any time during these proceedings.

The Board will render a decision with Findings of Fact on this appeal.

Relevant parties with comments germane to the matter are entitled to testify at this appeal.

CUP HEARING

CHAIRMAN'S INTRODUCTION – 2 minutes

COUNTY STAFF - 45 minutes

Immediately following the Chairman's introduction, the County CDS Staff will present their staff report. Other County staff may testify as needed.

APPLICANT - 45 minutes

The party requesting the conditional use permit, including the principal speaker and supporting consultants, is allowed this interval for an uninterrupted presentation of facts. The applicant's presentation may include slides, charts, and other visual aids as desired.

PUBLIC – 3 min for individuals; 5 min for group speaker (represents more than five persons)
Testimony or comments by the public germane to the matter. Questions directed to the staff or the applicant shall be posed by the Chair at its discretion. The Board of Adjustment may question any speaker. Such questioning period by the Board of Adjustment will not be subtracted from the speaker's allotted time.

RESPONSE OF THE APPLICANT – Time as necessary

This period of time is allowed only for the applicant or authorized representative(s) to respond to public comments, not to introduce a new presentation. (It is not customary to reopen the questioning procedure during this period.)

COUNTY SUMMARY COMMENTS – Time as necessary

This period of time is allowed for the County to respond to public and applicant testimony.

BOARD DISCUSSION – Time as necessary

DECISION – Complete with Findings of Fact

NOTE: The Board may ask questions of any party at any time during the hearing.
The Chair may call a recess at any time during these proceedings.
The Board will render a decision with Findings of Fact on this CUP.

Please keep in mind that the Board of Adjustment is interested in full disclosure of information relative to the proposed project. The intent of the preceding advisory comments is to avoid unnecessary explanatory time or "sidetracking."

THANK YOU FOR YOUR COOPERATION

Should you have any particular questions on the details of a project pending before the Board of Adjustment, please contact the Community Development Services Office:

Kittitas County Community Development Services
411 North Ruby Street, suite 2, Ellensburg, WA 98926
PHONE: (509) 962-7506 FAX: (509) 962-7682
Web Site: www.co.kittitas.wa.us/cds
Email: cds@co.kittitas.wa.us