COMMUNITY DEVELOPMENT SERVICES
STUDY SESSION
MINUTES

DATE: December 18, 2006

COMMISSIONERS PRESENT: Chairman David Bowen, Vice Chairman Alan Crankovich, Chairman Perry Huston

CDS STAFF PRESENT: Director Darryl Piercy, Assistant Director Allison Kimball, Staff Planner Joanna Valencia, Office Assistant Trudie Pettit

OTHERS PRESENT: Kittitas County Human Resource Director Kirk Eslinger, Catherine Dunn and Mark Kirkpatrick.

TOPIC:

1. One Time Split
2. IRC Code Update Training
3. Board of Adjustment Request
4. Summerside Plat Alteration
5. Farm Labor Shelter

DISCUSSION:

1. Piercy stated that requests continue to be received to split remaining lots after the One Time Split provision has been used. He said that he believes the code states that once the One Time Split has been used, the parent parcel could not use the One Time Split again. Commissioner Huston stated he believes the parent parcel used one time to split a lot and the owners can’t keep splitting the lot into smaller lots. Commissioner Bowen stated he believed that was correct and that it was a one time split and that’s it. Catherine Dunn questioned Piercy about the applications that are currently in the system. Piercy stated those applications have been denied. Commissioner Huston stated owners are allowed a one time split on the parent parcel. Commissioners Bowen and Crankovich concurred.

2. Piercy asked for Board approval for all inspection services to be shut down for 2 days in order for all the Building Inspectors and Plans Examiners to attend the International Residential Code Update Training on February 15 and 16, 2007. Commissioner Bowen asked how that would affect the public, Piercy stated the public would be given plenty of notice so they know in advance to schedule around those dates. Commissioner Bowen stated he thought that would be fine and to make sure and submit notice to the paper. Commissioners Huston and Crankovich concurred.

3. Piercy discussed the Board of Adjustment’s request to make Accessory Dwelling Units an administrative process rather than a public hearing process. Commissioner Bowen asked if the ADU’s would be put under the hearings examiner, Piercy stated yes. Commissioner Bowen stated they need to go through some kind of administrative process.
Commissioner Huston suggested sending out a notice of application, and if there is any public testimony or request for a public hearing then send to the Board of Adjustment as requested. Commissioners Huston, Crankovich and Bowen all concurred that the applications need to go through a public process.

4. Piercy stated there is a question about the ownership of the roadway on the Summerside Plat. The resolution has not been signed yet and a quick claim deed was submitted. Mark Kirkpatrick stated the owners have signed over their interest. Commissioner Huston stated a quiet title action would make it a done deal. He said to create a new resolution, make an amendment and schedule a hearing on the quiet title.

5. Piercy explained there has been an interest in utilizing farm labor shelters. The site would include 2 buildings with 32 units and can house 64 people. They are building with grants and are proposing 1 structure that would hold 48 people. Commissioner Huston stated shelter means 1 unit and they musts meet building code and have met the health code for water and sewer.

**ACTION:**

1. The Board concurred on the definition of a One Time Split.
2. The Board approved Piercy’s request.
3. The Board concurred that the process should remain the same.
4. The Board directed staff to schedule a public hearing.
5. No action.