

**KITTITAS COUNTY
CDS STUDY SESSION MINUTES
BOCC CONFERENCE ROOM, WEBEX
Regular Meeting**

MONDAY

1:30 PM

April 25, 2022

Board members present: Chairman Laura Osiadacz, Vice-Chairman Cory Wright, and Commissioner Brett Wachsmith.

Others In-Person: Dan Carlson, Jeremy Larson Jeremy Johnston, Community Development Services; Mark Cook and Candie Leader, Public Works; Kristine Foreman, Human Resources and one (1) members of the public.

Others via WebEx: Jeremiah Cromie, Steph Mifflin and Jessica Miller, Community Development Services and Jim Goeben, IT and zero (0) members of the public.

At 1:30 pm Chairman Osiadacz opened the Community Development Services Study Session.

**FOLLOW UP DISCUSSION/POSSIBLE DECISION REGARDING MAY 17, 2022
PUBLIC HEARING TO CONSIDER NON-DOCKET AMENDMENTS TO KITTITAS
COUNTY CODE**

CDS Planning Official Jeremy Johnston stated the Non-Docket Amendments were presented to the Planning Commission and that the public comments were received with regards to the Road Variance Committee. Most of the changes will be for Title 16 to create a consistency with the state regulations, updating that code section and include a lot line encroachment option for structure placement. Discussion occurred regarding scheduling conflicts for the proposed May 17th public hearing and possibly holding it another day and/or time. Planning Official Johnston spoke with BoCC staff regarding scheduling the public hearing on May 24, 2022 at 6 P.M.

Motion by Commissioner Wachsmith to amend the public hearing to consider the non-docket amendments to the Kittitas County Code to 6 P.M. on May 24th. Seconded by Commissioner Wright.
Discussion - none. Motion passed unanimously.

DISCUSSION REGARDING PLAN REVIEW TIMELINES

APPROVED

6-7-2022

Building Official Jeremy Larson presented current timelines for plan review. Review times are longer due to the current workload and staffing. Foundation only applications are up about 20% so far even though we have 99 fewer permits than last year. Preliminary site analyses are up which shows a continuing trend of more permits coming in. We are in the process of hiring and then training two vacant Plans Examiner positions. We have the software for electronic plan submission and are waiting on the IT position to help us implement that and get started. Commissioner Wright requested the Board give permission for him to put together a group of people to discuss how we could streamline the plan examination process. Board agreed with this request.

DISCUSSION REGARDING LONG RANGE PLANNER POSITION

Director Dan Carlson provided an update on the recruitment for the Long Range Planner position. Discussed options of either reposting the position, using a recruiter to hire, using a consultant to complete the necessary work, or hiring an additional Plans Examiner and dividing the workload between them. The BoCC asked for staff to provide an identified structure if we were to reallocate staff.

OTHER BUSINESS

There is no other business.

Meeting adjourned at 1:59 p.m.

KITTITAS COUNTY COMMISSIONERS
KITTITAS COUNTY, WASHINGTON



Jessica Miller



Laura Osadaez, Chairman