

PLANNING COMMISSION
REGULAR MEETING
January 11, 2017

Chairwoman Lorna Johnson called the regular January 11, 2017 meeting to order at 6:04 p.m. Planning Commissioners Sandra Richartz, Margo Locke, Scott Simmons, Kimberly Charles, and Ron O'Halloran (via speakerphone) were present as well as Leah VanderStoep, Planning Director, and Mary Kalinowski, Front Desk Receptionist/Planning Commission Secretary. Also present were Johnna Exner, Ferry County Commissioner, and Rachel Siracuse, Ferry County Assessor.

Chairwoman Lorna Johnson announced the appointment of new Planning Commissioner, Carol Anderson.

Minutes from the December 14, 2016 regular meeting were approved after a motion from Margo Locke to approve with corrections made. Scott Simmons seconded the motion and it passed unanimously.

Elections for Planning Commission officers were held. Lorna Johnson, Chairwoman, asked for nominations for the Planning Commission Chairperson. Kimberly Charles nominated Sandra Richartz. Scott Simmons nominated Lorna Johnson. Both accepted their nominations. Lorna Johnson then called for any more nominations three times and there were none. A poll by voice vote resulted in a 3 to 3 tie. Scott Simmons made a motion to table elections until the February 8, 2017 regular meeting. Kimberly Charles seconded the motion and it passed with a unanimous vote.

Leah VanderStoep presented a Boundary Line Adjustment for consideration:

Lindgren/Logan – Malo, request for boundary adjustment. John Logan's house sits across Blaine Lindgren's property line. Mr. Lindgren is selling 1.20 acres of his parcel 33812220001002, Range 33, Township 38, Section 12 (40 acres) to Mr. Logan who wishes to combine with his parcel 33812210001000 (20 acres), Range 33, Township 38, Section 12, making his home within his own boundaries. Scott Simmons made a motion to approve the Application for Exemption Boundary Adjustment as applied for. Sandra Richartz seconded the motion. The motion passed with 4 ascending and 1 abstaining votes.

Discussion on joining lots/parcels. Concerns regarding which process is appropriate, a boundary adjustment or a plat amendment/vacation, were voiced by Scott Simmons, referencing Short Subdivision Ordinance #2000-06, Amending Ordinance #72-1, Revised, page 18, Section 26.00, *Amendment or Vacation of Short Subdivision*, and Northeast Tri County Health District Regulation 01-2007, On-Site Sewage Systems With February 3, 2010 Amendment (Resolution 05-2010), page 16, Section 6: *Connection to an approved on-site sewage system or public sewer system*, paragraph 1, sentence 1. Rachel Siracuse explained the reasons for combining parcels, Assessor values, senior exemption, protecting future buyers by having the well and septic on one parcel. Scott Simmons proposed that the Planning Commission ask the Prosecutor for a

written opinion. Kimberly Charles made a motion to get the Prosecutor's opinion on the legality of doing a boundary adjustment to combine lots. Scott Simmons seconded the motion and it passed unanimously. Sandra Richartz will present concerns to the Prosecutor for a written opinion.

Leah VanderStoep updated the Commission on the Shoreline Master Program (SMP) update progress. Every deadline has been met. Maps are being created with the proper designations. Waiting on the Department of Ecology (DOE). A final draft could possibly be ready by the end of the month.

Leah VanderStoep informed the Commission that there are no new updates on GMA (Growth Management Act).

A review of the Planning Commission By-laws was started for consistency with *RCW 36.70 Planning Enabling Act*.

- Article I Authority
 - Waiting for original resolution to verify which RCW the Planning Commission was founded under. Once the information is verified, it will be added.
- Article II Purpose
 - No changes
- Article III Jurisdiction
 - Paragraphs 1 through 4
 - No changes
 - Paragraph 5, a through f
 - No changes
 - Paragraph 6
 - Sentence 1 "...study groups of members and citizens..."
 - ✓ Add "(less than a quorum)" after members.
- Article IV Appointment and Terms of Members
 - Sections 1 through 5
 - No changes
 - Section 6
 - "...may be removed by the Chairman of the Board..."
 - ✓ Change "Chairman of the Board" to "Chairman of the Board of County Commissioners (BOCC)".
 - ...with the approval of the Board..."
 - ✓ Change "Board" to "BOCC".
- Article V Planning Commission Officers and Their Duties
 - Section 1
 - Sentence 2 "The Planning Director shall appoint..."

- ✓ Change “Director” to “Commission”.
 - Section 2
 - Any possible changes were tabled until it is verified which RCW the Commission was founded under.
 - Sections 3 through 5
 - No changes
- Article VI Meetings of the Planning Commission
 - Section 1
 - “...the second Wednesday of each month at 6:00 p.m.”
 - ✓ Add a colon after “6:00 p.m.”
 - ✓ Add “PROVIDED, that if no matters over which the Planning Commission has jurisdiction are pending upon its calendar, or if there is prior notice of lack of a quorum, a meeting may be canceled.”
 - Section 2
 - Sentence 1 “...all Commission members and the media.”
 - ✓ Change “media” to “public”.
 - Section 3
 - Sentence 1 “...including RCW 42.30.110.”
 - ✓ Add “Sections (d) and (i).”
 - Section 4
 - Sentence 2 “...official control or amendment to the Board for adoption.”
 - ✓ Add “of County Commissioners” after “Board”.
- Article VII Order of Regular Meeting
 - The procedural order of all regular meetings shall be as follows:
 - Add “Changes and additions to the Agenda” after “Chairperson shall call the meeting to order and determine a quorum.”
 - Add “Public comments” after “Discuss other business.”

Due to time, reviewing the rest of the By-laws was tabled until the February regular meeting. Discussion of the Short Course on Planning was also tabled until the February regular meeting.

Using the Tri-County Economic Development District (TEDD) office located in the same building as the Planning Department was discussed. Ron O’Halloran will research the possibility.

The meeting was adjourned by Chairwoman Lorna Johnson at 8:41 p.m.

The next regular Planning Commission meeting will be held on February 8, 2017.