

Planning Commission

July 29, 2015

Trisha Tolley

CALL TO ORDER

Chairman Terry Thompson called the meeting to order at 10:08 a.m. July 29, 2015.

ROLL CALL

Commissioners: Chairman Terry Thompson, Larry McCourtie, and Brian Gentry
Staff: City Community Development Director Travis Goddard, Administrator Wade Farris,
Council Member John Lallas and Planning Secretary Trisha Tolley

ABSENT: Roger Ensz

Quorum Established.

APPROVAL OF APRIL 16, MAY 18, AND JUNE 15, 2015 MEETING MINUTES

It was voted to accept the minutes from April 16, May 18 and June 15, 2015. M/S
McCourtie/Gentry

BOUNDARY LINE ADJUSTMENTS

Community Development Director Travis Goddard did a recap on retooling the code. He explained to the planning commission members what their roles were, which were granted to them under the OMC 2.21.040. Their duties are what the city council refers to them. Any projects that the council would like the planning commission's input and recommendations on. Boundary Line Adjustments and Consolidations is one item, we don't have language in our code for those and another is lot size limitation for Major Plats.

There are four types of permits on how the city processes Land Use Permits. Type 1, which is administrative. It is decided by the Community Development Director. They are clear objectives, non-discretionary standards. The second type is Type 2, they do have objectives and subjective standards with limited discretions which requires the Community Development Director's professional judgment to determine whether it meets the standards or not. Type 3 is a Quasi-Judicial which means there is a hearing examiners sitting in a judicial role to decide if it meets the standards and it has significant discretions and requires a public hearing to discuss the impacts. The 4th type is a Legislative Decision, which is a city council responsibility and the planning commission's role is to support them in these decisions. The permit process is to have a pre-application meeting to make sure there is no red flags. Then the Preliminary Review which is where they do the preliminary design, we then make sure they meet city codes. Then the city gives the applicant an approval and list of conditions that they must meet. The Final Review is the inspection of the stuff that goes into the ground. Public Works inspects the water, sewer, and the road and accepts it into the city system. The final product is a recorded Mylar, building permits and the occupancy permit. That is a four stage process and the code does not provide any kind of short cut to get around that four stage process. There are extremely simple applications that warrant a streamline review. A stream line would look like a legal description and map of the existing lots, a survey of existing lots and a new lot boundary line and what they want it to look like at the end and a new legal description of what

the lot would look like. The city would then except the old snapshot of what it looks like and what the future snapshot would look like. This would be submitted to the city planner and it would be reviewed. If it meets code they would take it to the recording office and get it recorded as if it were a plat. This does meet the state platting laws. Council Member Brian Gentry made a motion to except Chapter 16.10 Boundary Line Adjustment and recommend City Council to adopt this. M/S Gentry/McCourtie.

The City of Othello Sub Division code treats the big lots with a single use exactly the same as the 20 to 30 lots as if they have the same impact that warrant the same amount of review. Mr. Goddard is suggesting that when a big piece of property is being platted that they should be able to create a single lot of record without having to go through the full public hearing. Later they will have to apply for a Conditional Use permit as well as other permits and that is when we should be discussing the full impacts of the development not when the land is being acquired. Larry McCourtie made a motion to make a recommendation for council to except the changes in the OMC to 16.09.180 M/S McCourtie/Gentry

Brian Gentry made a motion to accept the changes in OMC 16.09.280. M/S Gentry/McCourtie

Mr. Goddard included a list of different code changes that he had been tracking for the planning commission to review for code clean-up.

ADJOURNMENT

Having no other business at hand a motion was made to adjourn at 10:34 am. M/S McCourtie/Gentry.

The next meeting is scheduled for August 17, 2015.

By: _____ Date: _____
Trisha Tolley, Planning Secretary