

KITTTITAS COUNTY  
CDS STUDY SESSION MINUTES  
COMMISSIONERS' AUDITORIUM, 205 WEST 5<sup>th</sup> ROOM 109  
Regular Meeting

MONDAY

1:30 PM

March 13, 2023

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

Others: Dan Carlson, Toni Berkshire, Jeremy Larson, Steph Mifflin, Zach Torrance-Smith, and Jessica Miller, Community Development Services; Arden Thomas, Josh Fredrickson, and Rebecca Cruse, Public Works; Neil Caulkins, Deputy Prosecutor; and zero (0) members of the public.

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

**CITIZEN COMMENTS (1 MIN. TIME LIMIT)**

There were no citizen comments.

**EXECUTIVE SESSION RCW 42.30.110(1)(i) TO DISCUSS WITH LEGAL COUNSEL REPRESENTING THE AGENCY MATTERS RELATING TO AGENCY ENFORCEMENT ACTIONS, OR TO DISCUSS WITH LEGAL COUNSEL REPRESENTING THE AGENCY LITIGATION OR POTENTIAL LITIGATION TO WHICH THE AGENCY, THE GOVERNING BODY, OR A MEMBER ACTING IN AN OFFICIAL CAPACITY IS, OR IS LIKELY TO BECOME, A PARTY, WHEN PUBLIC KNOWLEDGE REGARDING THE DISCUSSION IS LIKELY TO RESULT IN AN ADVERSE LEGAL OR FINANCIAL CONSEQUENCE TO THE AGENCY**

At 1:31 p.m. Chairman Wright announced the Board would recess into an Executive Session for ten (10) minutes with Dan Carlson, CDS Director; Neil Caulkins, Deputy Prosecutor; Toni Berkshire, Code Enforcement Officer, and Jessica Miller, CDS Office Administrator. There was no action anticipated.

At 1:41 p.m. the Board reconvened out of Executive Session. There was no action taken. Direction to staff to pursue this item and bring to future study session.

**CDS PRIORITIZED WORK PLAN**

APPROVED  
4-4-23

CDS Director Dan Carlson stated the CDS prioritized work plan is set up by division. The Planning Division has many projects and they have been listed by priority. CDS will be scheduling a meeting for late March with the new on-call contracted consultants to look at the GIS Predictive Mapping and help come up with a scope for it and the land capacity analysis. During the docket, the Board remanded the Contractor Yards item back to CDS for further work. This item will be brought to the Planning Commission to work on and will be introduced at the next meeting on 3/14/23. A timeline has also been included for creating a work group to discuss Agricultural Tourism. The Board requested an update at the next Study Session regarding how it was received by the Planning Commission to review these items.

#### **FOUNDATION ONLY PERMITS**

CDS Director Dan Carlson reviewed that at the last Study Session Foundation Only permits were discussed and CDS was asked to research more into what would be the benefit to our customers if they were stopped. One option is to start with limiting them to seasonally to help with those higher snow load areas. CDS was directed to go ahead with limiting the Foundation Only permits to seasonally and to begin public outreach to communicate this change. The communication plan will be provided to the Board at the next study session.

#### **RV OCCUPANCY**

CDS Director Dan Carlson stated CDS is looking at the option of amending the RV occupancy code language. Code Enforcement Officer Berkshire researched many other jurisdictions, and the results were provided to the Board. CDS is requesting an ok to move forward with the concept to be included in our upcoming code updates. The direction from the Board was to proceed

forward and present this item to the Planning Commission for review.

**REVIEW DRAFT JOINT RESOLUTION WITH CITY OF CLE ELUM REGARDING INTERLOCAL PLANNING AGREEMENT**

CDS Director Dan Carlson stated the City of Cle Elum sent CDS a draft joint planning resolution stating the intent to work on an interlocal agreement similar to the one with the City of Ellensburg. It will be submitted to legal for review and then brought as an agenda item at an upcoming study session.


**OTHER BUSINESS**

There was no other business.

Meeting concluded at 2:02 p.m.

**KITTITAS COUNTY COMMISSIONERS  
KITTITAS COUNTY, WASHINGTON**

  
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Jessica Miller

  
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Cory Wright, Chairman