

# Benton County Planning Department

Planning Annex, P.O. Box 910, 1002 Dudley Avenue, Prosser WA 99350, Phone: (509) 786-5612 or (509) 736-3086, Fax (509) 786-5629

## BENTON COUNTY PLANNING COMMISSION Regular Meeting, 9/8/2014

7:00 p.m. Public Hearing Room, Planning Annex  
1002 Dudley Avenue, Prosser WA 99350

**THESE MINUTES ARE SUMMARIZED AND ARE NOT A VERBATIM TRANSCRIPT.**

### ROLL CALL

	PRESENT	ABSENT
Martin Sheeran	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Marjorie Kaspar	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Yi Qu	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Darwin Crosby	<input checked="" type="checkbox"/>	<input type="checkbox"/>
James Willard	<input checked="" type="checkbox"/>	<input type="checkbox"/>

### STAFF

Michael Shuttleworth  
Clark Posey  
Carel Hiatt  
RJ Lott

### APPROVAL OF MINUTES

It was moved by James Willard seconded by Yi Qu, that the minutes be approved as written.

### Vote:

	YES	NO	ABSTAIN	ABSENT
Martin Sheeran	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Marjorie Kaspar	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Darwin Crosby	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
James Willard	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Yi Qu	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Motion passed unanimously.

Election of Chairman/Vice-Chairman

It was moved by James Willard and seconded by Yi Qu to appoint Marjorie Kaspar as vice chairman.

It was moved by Darwin Crosby and by Yi Qu to appoint James Willard as Vice Chairman. The voting ended up in a tie and the following motion was made:

It was moved by Darwin Crosby and seconded by Yi Qu that co-vice chairman be appointed until the end of the year. The motion passed with all voting in favor.

### **NEW BUSINESS:**

**a. Public Hearing** on R2014-SUB 09-02 for a major revision to the preliminary approved plat of Hidden Hills.

The planner summarized the staff memo for the Planning Commission members and noted that this was being considered a major revision because of the realignment of the road, the reduction in the number of lots and the change to the phasing by combining Phase 3 and 4 into one phase. Exhibits PCR 1.1-1.3 and PCM 1.1-1.7 were entered into the record.

Marjorie Kaspar noted that she had ex parte communication with on a previous phase with a potential client, but that she could make an unbiased decision on this request. It was noted that no one in the audience had an objection to her continuing to serve on the Planning Commission for this action.

### **Applicant testimony:**

Bill/Holly Wilson, 1276 Bermuda Road, Richland WA stated that they would answer any questions the Planning Commission had.

Darwin Crosby asked if there would be any changes to any services due to rerouting of this road. It was noted that nothing would be changed due to the re-routing of the road.

Darwin Crosby asked why there was a change in the square footage of some of the lots. Mr. Wilson stated that due to slopes and terrain the road and configuration of the roads was being changed to allow for better access to the lots.

Marjorie Kaspar noted that lots 10 and 11 were extremely challenging when deciding where the driveway would go.

Bill Wilson said that his engineer would be able to answer that question better.

There being no one else who wished to testify the public portion of the hearing was closed.

After discussion by the Planning Commission the findings of fact were completed and the following motion was made.

### **MOTION**

It was moved by James Willard, seconded by Yi Qu, that the chairman, in conjunction with the Secretary of the Planning Commission, prepare and adopt written findings and

conclusions reflecting the commission’s recommendation for APPROVAL of the Revision to the preliminary approved plat of Hidden Hills File No. 2014-SUB 09-02 that articulate and are consistent with the findings, conclusions and recommendation made by the Planning Commission. Chairman work with the Planning Commission to support findings made tonight. Motion carried.

**VOTE**

	<b>YES</b>	<b>NO</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Martin Sheeran	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Marjorie Kaspar	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Darwin Crosby	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
James Willard	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Yi Qu	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**b. Public Hearing** on proposed ordinance amendments to amend BCC to establish a Hearings Examiner System.

Staff summarized this action for the Planning Commission and explained how the hearing examiner process would work and that it would go into effect in January of 2015. He noted that the Planning Department would need to change their applications and documentation to reflect the usage of a Hearings Examiner system.

It was noted that an RFP would be done and those that were interested in the position would respond to the RFP.

After discussion by the Planning Commission it was determined that the Planning Commission would like more information regarding the Hearing Examiner system and costs associated with the usage of a hearings examiner.

Darwin Crosby asked about costs for a Hearings Examiner. Mike Shuttleworth explained what other counties were doing with a Hearings Examiner.

Darwin Crosby asked if this would be an attorney? Mike Shuttleworth noted that usually it is an attorney or someone who is schooled in hearings examiner.

James Willard asked who would review the RFP. IT would be the Planning Department, the Board of County Commissioners and the Prosecuting Attorney’s Office.

Clark Posey, Planning Staff explains that it would be a cost paid for per application and would not be a burden on the tax payer. The application fees would need to be raised to pay for the hearings examiner costs and that currently the taxpayers are covering the costs of the applications as the fees do not even cover the cost of the legal fees for the applications. He noted that it is very difficult to get people to serve on the Board

and that the Board of Adjustment members are interested in resigning and that it is very hard to get a quorum to conduct meetings.

It was noted that an attorney could not be hired from the PA's Office as that would be a conflict of interest.

The Planning Commission noted that they would like more information regarding the costs associated with the Hearings Examiner System.

It was noted that the fees do need to change to pay for the Hearings Examiner fees.

It was moved by James Willard, seconded by Yi Qu, that the public hearing on the Hearings Examiner Ordinances be continued until the September 30, 2014 Planning Commission meeting, at 7 p.m. in the Planning Annex, 1002 Dudley Avenue.

**Vote:**

	<b>YES</b>	<b>NO</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Martin Sheeran	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Marjorie Kaspar	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Darwin Crosby	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
James Willard	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Yi Qu	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Motion passed unanimously.

**Planning Dept. Reports and Discussions:**

a. Discussion on Revision to the Preliminary Plat of the Ridge at Reata West Phasing Plan.

The revision was explained to the Planning Commission members and they had no comments regarding this action. Planning Staff noted that they would be making a decision on this action in the near future.

b. Mike Shuttleworth explained the reorganization of the Planning Department.

There being no further business the meeting was adjourned at 8:10 p.m.

  
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 MARJORIE KASPAR, Vice-Chairman      *Sept 30, 2014*      DATE  
 BENTON COUNTY PLANNING COMMISSION

