

KETTLE FALLS PLANNING COMMISSION
MEETING MINUTES
AUGUST 13, 2024

CALL TO ORDER

Chair Jody Emra called the meeting to order at 7:00 p.m. and led the group in the Pledge of Allegiance.

ROLL CALL

Members in attendance included Jody Emra, Nick Gourlie, Larry Kulesza and Joe Owens via video.

STAFF

Staff in attendance included LeAnne Sanders, Council Member Chris Shurrum, Council Member Michael Weatherman, and Mike Manning (SCJ Alliance) via video.

GUESTS

Evelyn Florio, Al Kowitz, Taryn Rogers and Kathy Ballew.

ANNOUNCEMENTS AND MAIL RECEIVED

Secretary LeAnne Sanders stated a housing workshop for August 15, 2024, was received from Washington State Department of Commerce.

Commissioner Nick Gourlie stated in lieu of this meeting being Commissioner Member Larry Kulesza's last meeting he would like to put on the record Larry's service to the city has been awesome, he is an excellent researcher and has always been very helpful in finding so many different things and wishes him well in his long-awaited retirement. He stated he is very appreciative of his service to the city and wanted it on the record. Chair Jody Emra stated she agreed with Commissioner Nick Gourlie.

MEETING MINUTES

REGULAR MINUTES OF JULY 8, 2024, MEETING

Commissioner Larry Kulesza stated he found some grammatical errors and suggested when referring to the Chair just refer to them as the Chair and refer to all the other Planning Commission as commissioners, this would be a much easier read.

Chair Jody Emra stated the Conditional Use Permit – 440 Meyers Street needs to be amended to remain open as there needs to be a public hearing and language changes.

Commissioner Larry Kulesza made a motion to accept the minutes of July 8, 2024, meeting as presented subject to the corrections that have been noted. Commissioner Nick Gourlie seconded

the motion. Commissioner Larry Kulesza – YES, Commissioner Nick Gourlie – YES, and Commissioner Joe Owens – YES. Motion passed.

CLOSED

NEW BUSINESS

PICKLEBALL SIGN

Evelyn Florio presented the Planning Commission with an example of a sign with pickleball rules and etiquette they would like to place by the tennis courts. She and Kathy Bellew met with Mayor Jesse Garrett and City Superintendent Dave Willey in reference to the signage and the mayor suggested they come to Planning Commission first. Ms. Florio also stated they would like to put up a sign in memory of Joanie Holiday who participated in the pickleball group. She also informed the planning commission that the overlay of the tennis courts had been delayed due to weather.

Kathy Bellew stated her husband made some small wooden pickleball paddles with court numbers on them to hang on the fence. Ms. Bellew stated people traveling through the area will stop and use the courts, which hopefully will help local businesses.

Commissioner Nick Gourlie asked what type of materials they were planning to use for the signs.

Ms. Florio stated they are waiting to see if Planning Commission was in favor of the signs before designing them.

Chair Jody Emra stated she would like to see their designs before making a decision.

Kathy Bellew also discussed putting up sponsorship signs for tournaments and then taking them down after the tournament.

Ms. Florio asked if they could create the signs and come back to the next meeting.

Chair Jody Emra asked Ms. Florio and Ms. Bellew to bring in examples of the signs for the planning commission to see.

Commissioner Larry Kulesza asked if they were attached to the national organization as well.

Kathy Bellew stated they are a member of the Northeast Washington Pickleball Association and there is also an app, Play by Point, you can sign into. She stated they also belong to the USA Pickleball and have insurance through them.

Commissioner Larry Kulesza stated he spoke to a woman from South Carolina with the USA Pickleball Association when the shed was being put in about ADA access and wondered if anyone from here has spoken with anyone about ADA accessibility. He stated he has a copy of the pickleball rules on ADA accessibility. He further stated he has more arguments with the city about

ADA access to the parks since it was brought to his attention about liability and feels the single largest liability the city has is accessibility to the parks and does not feel the location of the shed meets ADA accessibility, but this is a conversation for another day.

After further discussion, Evelyn Floria and Kathy Bellew stated they will put together a design for the signage for the Planning Commission to review.

Chair Jody Emra stated she looks forward to seeing some examples of their designs and how they plan to hang them.

OPEN

OLD BUSINESS

440 MEYERS STREET – CONDITIONAL USE PERMIT

Mike Manning, SCJ Alliance, stated his primary presentation will be at the meeting on September 9th with the primary concern being the bathroom, particularly use and the International Building Code on being a shared space. It was discovered in the floor plan that there is only one bathroom and a condition can be added with language as to how the single bathroom can be used in reference to the business and owner occupancy. He stated he will present more information at the Public Hearing on the ninth which he will be attending in person.

OPEN

TITLE 17 ZONING

Commissioner Nick Gourlie stated he does not have a major update and will have an actual packet at the next meeting as there is a lot of information to add into the R-1, 2 and 3.

Commissioner Larry Kulesza stated Nick was working on zoning, he was working on the text, and in March of 2023 Mayor Jesse Garrett came to the planning commission meeting and basically said to stop, that SCJ Alliance was going to take the lead on the zoning. He stated since then all he has seen from SCJ is an overlay of the process. He further stated this is one of the reasons he is retiring as there is confusion about who does what without any specific guidelines. He also stated SCJ was going to update the zoning map and to date he has not seen one. He asked Mike Manning, SCJ Alliance, what the progress was on the updated zoning map.

Mike stated he was working with Kettle Falls about a year ago and he would discuss this with Alicia Ayers to see where they are in the process and will have more information at the next meeting.

Commissioner Larry Kulesza stated the Planning Commission has passed motions for changes to the zoning but so far nothing has been done and questioned whose responsibility it is to move forward with the updates. He further stated he did not renew his contract for planning research for several reasons one being the new contract stated he was basically a subcontractor for SCJ

Alliance and anything they needed done he was to do but if the planning commission wanted some of his research abilities he had to get permission. He also stated in previous years his contract was ready on January 1st but this year he did not receive a contract till the end of February. He thought SCJ would pick up the work where he had left off, but he has not seen any drafts for the planning commission to review. He feels had planning commission continued at the pace they were going a lot of the updates would be done. He stated he is not upset with the Planning Commission or SCJ Alliance, it is with the City and City Council. He also feels you cannot do city planning in one meeting a month for about an hour and get it done unless all planning commission is doing is rubber stamping what is put in front of them.

Commissioner Nick Gourlie stated he is going to pick up where they left off so the updates can get done, he said no one has said to start again but if the commission does not, it is not going to get done. The planning commission was told to stop working on zoning to work on the housing action plan, SCJ Alliance got a grant for \$75,000.00 to do the plan.

It is the consensus of the Planning Commission to start working on the updates again since it seems no one else is following through with the changes that were recommended.

Commissioner Joe Owens asked Larry to send him the list of goals for 2023 for him to review.

OPEN

2025 PLANNING COMMISSION BUDGET

Chair Jody Emra stated she knew the Planning Commission has a budget but asked if there is a separate budget for the parks that the planning commission can spend.

Secretary LeAnne Sanders stated \$3,000.00 is put in the Planning Commission budget to be used as matching funds for grants or other projects the commission would like to see done. If the commission wants to use the funds they put in a request to the City Council, the Council approves or rejects the spending. In the past the council has allowed unspent funds to carry over from one year to the next with the present balance being a little over \$3,600.00.

Commissioner Larry Kulesza stated he has contacted Floener Electric about a cost estimate to troubleshoot fixing the lights at Happy Dell Park. Floener Electric gave him an estimate of around \$1,500.00 for two people to look at the lights. He would also like to see the deciduous trees pruned at Happy Dell Park.

Secretary LeAnne Sanders asked if there would be a possibility that a non-profit apply for grants that are offered through some business, i.e., Dick's Sporting Goods and STCU for park upgrades and repairs.

Commissioner Nick Gourlie said maybe Friends of the Pool and Parks would be an option. He also asked if there were some sponsors, could a logo be added recognizing them.

After further discussion, Commissioner Larry Kulesza made a motion that the Planning Commission request City Council to authorize spending to the amount of \$1,800.00 to have Floener Electric come out and troubleshoot the lights in Happy Dell Park to give us an estimate for their repair. Commissioner Nick Gourlie seconded the motion. Commissioner Larry Kulesza – Yes, Commissioner Nick Gourlie – Yes, and Commissioner Joe Owens – Yes. Motion carried.

OPEN

Commissioner Larry Kulesza asked if the status of the Linton annexation has moved forward.

Secretary LeAnne Sanders stated at this time no one contacted Mr. Linton.

Commissioner Larry Kulesza stated he had seen Debbie Baker, and she asked if there was any new information. He asked if there has been any plan review of his application and if the property is going to have to be surveyed.

Secretary LeAnne Sanders stated there should be a pre-application meeting if Linton's wants to move forward with the annexation.

Commissioner Larry Kulesza stated if this annexation moves forward, it borders the five-acre piece that just sold and it would be good to tie it all in together for the street grid system, then clarify what can be done with 7th Avenue.

HOMEWORK

Planning Commission Chair Jody Emra will:

- Title 17 - Zoning Updates

Planning Commission Second Vice Chair Nick Gourlie will:

- Title 17 - Zoning Updates

Planning Commission Member Joe Owens will:

- Title 17 - Zoning Updates

PUBLIC COMMENT

Taryn Rogers was present and asked how many planning commission members there are.

Commissioner Nick Gourlie stated up to five, with a minimum of three or there are not enough members for a quorum to hold a meeting.

Taryn Rogers stated she had attended two meetings and hates to see Commissioner Larry Kulesza leave as she has learned a lot from him. She also thought the Planning Commission was going to address the EV charging station location at this meeting. She stated her concern with the location at the park is this area is fairly congested already with the camp/picnic area, tennis courts and tourist center and is worried about the safety of the children.

Commissioner Nick Gourlie stated this is already a parking area and the charging stations would be located at the south end.

Chair Jody Emra stated they voted to allow the City Council to negotiate with Avista to produce a plan.

Commissioner Nick Gourlie stated the motion made was to give the mayor the authority to proceed with the conversation with Avista about a proposed electrical vehicle charging station in Happy Dell Park.

Taryn Rogers also stated when using a 501C3, there is always ties to them when you apply for grants.

Commissioner Larry Kulesza stated he had one more item and it concerns the fence that was purchased for youth baseball. He stated Paul Ogburn, and I installed the fence and the only people that had ever taken the fence up or down were Paul Ogburn or myself or both of us. He stated the fence is to go up and be taken down a certain way and there are caps over the things that are pounded in the ground that the fence posts set in. He further stated he is going to go to the next council meeting to verify, because it was reported to him, that one of the conditions for the Christian group to use Happy Dell Park was that they take down the fence. He also stated that neither Paul nor himself had been notified that the fence needed to be taken down and the fence is now stored in the concession stand area, but he does not know if the fence was taken down properly. He stated Paul was going to put the fence back up for the last two weeks of practice before the last tournament of the season and was told by the city he could not put it up. He also stated that as Larry Kulesza, private citizen, and Planning Commissioner until the end of the month he is terribly upset and the excuse he heard is that the season was over. He just does not understand why someone would direct a person who is not entrusted with the city to remove city property, so people who took the fence down knew nothing about the fence.

ADJOURNMENT

Planning Commission Chair Jody Emra adjourned the meeting at 8:26 p.m.

Approved:

Jody Emra, Chairperson

Attest:

LeAnne Sanders, Secretary/Clerk