

LEAVENWORTH CITY COUNCIL STUDY SESSION MINUTES

December 13, 2016

Mayor Cheryl Kelley Farivar called the December 13, 2016 Study Session to order at 9:00 AM.

Council Present: Mayor Cheryl Kelley Farivar, Elmer Larsen, Carolyn Wilson, Gretchen Wearne, Mia Bretz, Margaret Neighbors, Richard Brinkman, and Sharon Waters.

Staff Present: Joel Walinski, Herb Amick, Nathan Pate and Chantell Steiner.

1. Chamber Report

Chamber Director Nancy Smith updated the Council on the status of the Washington Tourism Alliance and an upcoming meeting to discuss new ideas for state wide tourism advertising. She noted that advertising funding and ads promoting the cities and counties with Chelan County is currently being administered through Washington's Playground. She then provided details on the upcoming Ice Fest Festival and where the sculptures will be located in the downtown. She reminded the Council that the Chamber is continuing discussions with the Port of Chelan County regarding economic development planning and gave a brief update on the status of the Christmas Lighting Ceremonies thus far.

2. Stormwater / Wetland Plan Review

Development Services Manager Nathan Pate reviewed the draft Stormwater/Wetland Plan that was previously provided to the Council. He explained each of the chapters within the plan and started the review of Chapter 2 that includes goals, thresholds, pollutants, streamlining processes and templates, promotion of partnerships, needs assessments & strategies, pursuing grants, enhancing existing wetlands and maintaining storm drain system models. He then reviewed Chapters 3 and 4 and provided a new handout for those chapters that addresses previous practices versus new practices to move fluids off into the drain systems when available for construction and consideration of the new fee in lieu of detention best management practices (BMP's). He noted that the fee in lieu is a plan to provide a cost savings for developers when the end result is to not maintain stormwater run-off on site. Chapter 5 included information for residential plans to manage flow and includes specific examples of options available. Chapter 6 includes information for capital improvement planning and maps; council members requested that a legend and key be added to the maps for better clarity. Chapter 7 includes specific choices available for BMP's.

The Council discussed challenges with the plan that does not fully address a comprehensive wetland plan; however, it was noted that the plan did provide a good review of the wetland areas and a baseline for identification of mitigation options as development continues to occur in the urban growth areas. Manager Pate stated that the next step is to receive final approval from the Army Corps of Engineers prior to holding a final public hearing for final adoption of the plan.

3. Final Review of Rate & Fee Schedule

City Administrator Joel Walinski provided a final review of the draft changes to the 2017 Rate & Fee Schedule that is up for Council approval this evening. He noted the removal of the Stormwater In-Lieu Fee that has been removed until further information can be gathered on this item. Councilmember Waters questioned several items within the fee schedule and requested some minor changes to be incorporated prior to the evening motion.

4. 2017/2018 Budget Review Time

Administrator Walinski stated that this time is being provided for any final questions on the budget prior to this evening's action; council members had no specific questions on the budget. Administrator Walinski gave a brief summary of the procedures for adopting the budget this evening.

5. Mayor Pro-Tem 2017 Committee Assignments

Mayor Farivar and Administrator Walinski identified the various committees that will be up for assignment in 2017 and for members to discuss individual requests with the Mayor and Mayor Pro Tempore prior to appointments at the January 24th meeting. Mayor Farivar questioned the Council on the need to address changes to the Council Rules for agenda order that was determined to be acceptable and amendable per the current language in the rules.

6. Planning Commission 2016/2017 Docket Review

Manager Pate provided the Council with the previous version of the 2016 docket for reference purposes and discussed the process of the docket review and approval that will occur during the January 24th joint meeting with the Planning Commission.

7. Willkommen Village Development

Manager Pate provided the Council with an update on the progress regarding the street and utilities for the Willkommen Village Development. He stated that there may be a need to consider some cost sharing from the City on a specific gap between the development property and Riverbend Drive residents. Part of the City's concern at extending the street/utilities will be for future growth and potential hook-up from the Riverbend residents that would be best addressed now to contain costs for the City at a later date. He explained the current location of where the developers anticipate ending and the additional footage that the City would like to explore to complete the extension. He added that this extension is critical for long-term transportation planning and public safety purposes that will allow for at least two separate access points for the KOA and Riverbend residents.

8. Status of Code Amendments / process

Manager Pate provided a general overview of the code amendment process to the Council and how recommendations are formulated first through the Planning Commission (PC) and then finalized by the Council. He explained the public hearing process and how Council changes to PC recommendations would require additional public hearings by the Council. He identified the Council's options in the process to either accept and approve the PC recommendations with no changes, which would not require a Council public hearing, to make amendments to the PC's recommendations, which would require a Council public hearing, or to remand the task for

further review back to the PC that would require a new public hearing for the PC during its additional review if changes are made.

9. Council Open Discussion

- Change of Use: Councilmember Larsen stated that he would like the Council to continue the discussion regarding the definition and how staff determines a change of use in various development situations; in particular he would like to review how this pertains to setbacks. Mayor Farivar stated that she is in support of another discussion on this item and added that she would like to ensure that the appropriate professional staff, such as police and fire representatives and the City Attorney be invited to help answer questions as they arise during the discussion. Councilmember Bretz questioned the need to have further discussion on this by the other council members; she stated that after receiving the clarification from the City Attorney she feels that the information provided clearly addresses when and how a change of use is determined. She added that it appears that the real question to explore is regarding setbacks rather than the change of use definitions. Mayor Farivar stated that the past discussions have been specific to garages and accessory dwelling units for safety purposes and hearing Councilmember Larsen state his concerns on setbacks that it appears that the Council needs to consider a review of the policy and code language rather than the change of use.

Study Session adjourned at 12:24 PM.

APPROVED



Cheryl K. Farivar
Mayor

ATTEST



Chantell Steiner
Finance Director/City Clerk