

## League of Women Voters of Pullman Observer Report

Name of Agency: Whitman County Planning Commission Date: Feb 16, 2022

Observer Reporting: Shelley Chambers Fox Length of Meeting: 1 hr 46 minutes

Members Present: Chad Whetzel, Dave Gibney, Brian Davies, Weston Kane, Russ Jamison, Matt Webb, Fred Wexler.

Absent: Keith Paulson

Others Present (i.e., media, public): Staff: Alan Thomson, Whitman County Planner; Grace Di Biase, Whitman County Assistant Planner; Brandon Johnson, Public Works; Elinor Huber, Notetaker; Public: Ken Duft

### Content (What is being discussed):

#### Reports:

- a. **Forthcoming Administrative Use Permits** –Cell tower reconstruction for Whitman County Emergency Management Department located on Story Road has been issued. Tully Gunsmithing, LLC, home-based business.
- b. **Conditional Use permit**: Panhandle Truck and Equipment Repair, LLC, not a home-based business so will require a conditional use permit.
- c. **Forthcoming Shoreline of the State Substantial Development Permits** – Helena Agri-Enterprises barge line pipe installation at Central Ferry, ongoing.

#### Old Business:

1. Discuss progress on the **updating of the Comprehensive Plan**.
  - a. The **consultant has tidied the plan up and added all the photos that they wanted**. The commissioners reviewed the final format. Some clarifications were made by Mark Storey on transportation but other than that, commissioners have reviewed all this language before. Commissioners reviewed those changes and the sections highlighted by Word to make sure they read properly. Weston Kane notes that the name of Palouse Falls State Park has been changed to Palouse Falls State Heritage site. The current language of the plan
  - b. Appendix A is the section that has the **maps**.
  - c. Appendix B reviews the **survey questions** and the answers to the survey, including the public comments.
  - d. Right now the commission needs to set the date for the public hearing. If the comment period is started next Thursday and then over 14 days later, **the public hearing could be March 16**. From there the Plan goes to the Board of County Commissioners.
  - e. Reminder: The most recent draft of the Comprehensive Plan can be found at [Comprehensive Plan | Whitman County, WA](#)
2. The commissioners reviewed the **proposed change in the Planning Commission By-laws**
  - a. The language in the **meeting** section was changed to permit them to meet by Zoom or in the auditorium as originally specified.
  - b. They would like to establish **2 sets of rules for running public hearings** before the Whitman County Planning Commission:

- i. The Rules of Procedure for Legislative Public hearings
    - ii. Rules of Procedure for Quasi-judicial Public hearings-the latter hearings are for zone changes.
  - c. The **Rules of Procedure for Legislative Public hearings** before the Whitman County Planning Commission were reviewed. The commissioners revised them slightly so they apply to online meetings.
  - d. Chad asked the commissioners to consider whether they would like to **adjust the time for cutting off a meeting**. The time is currently set at 11 pm. They agreed that they would like to end public meetings by 10 pm and reconvene.
  - e. Roberts Rules can be used to manage **disruptive persons** at the meeting.
  - f. Next the **Rules of Procedure for Quasi-judicial Public hearings** before the Whitman County Planning Commission were considered. These were based on rules that were developed by the Pullman Planning Commission. They discussed how much time to allow each side of an issue so participants will view the process as fair. Alan will look at the time frame that is used by County hearing examiners and use that figure. This procedure includes questioning of the commissioners about whether they have conflicts of interest. The commissioners would like to condense their rules down to a more succinct procedure.
  - g. **The vote to approve the change to the bylaws will be on March 16 along with the Public meeting.**
3. Next project is to update the Shoreline Master plan which will be done jointly with the towns and the unincorporated county.

#### **Public Meetings of interest to League**

1. The next Pullman Planning Commission meeting is on Wednesday, March 2 2022.

**Process & Protocol:** (Observations about participants and procedures of the meeting) *e.g., Did the members appear to have done their "homework"? Yes Were members courteous to each other and the public? Yes. Was access to materials for certain agenda items available to you? Yes, the most recent copy of the Comprehensive Plan, agenda and supporting materials were sent via email. Next meeting: March 2, 2022*