



## KITTITAS COUNTY COMMUNITY DEVELOPMENT SERVICES

411 N. Ruby St., Suite 2, Ellensburg, WA 98926

CDS@CO.KITTITAS.WA.US

Office (509) 962-7506

Fax (509) 962-7682

“Building Partnerships – Building Communities”

### AGENDA STAFF REPORT

**AGENDA DATE:** May 16, 2017

**ACTION REQUESTED:** Approval for Proposed Development Agreement for Funding for Processing the Planned Unit Development of Marion Meadows- DA-17-00001.

---

**BACKGROUND:** On April 18, 2017, the Board of County Commissioners conducted a public hearing regarding the proposed development agreement for funding of the review of the Marian Meadows planned unit development. The Commissioners continued the hearing for discussion and decision to May 2, 2017, to allow staff to revised Exhibit A of the agreement to reflect the correct county hourly review rate, and to be consistent with the reimbursable expenses in the county’s professional service agreement with Van Ness Feldman LLP. Staff made these changes for the May 2, 2017 continued hearing.

At the May 2, 2017 hearing, the applicant raised a question regarding what is considered a “billable hour” for the county’s consultant. The Board continued the public hearing to May 16, 2017 to resolve this issue. After the hearing, staff met with the applicant to discuss. The applicant’s concern is related to county policy or code interpretations being billed to the applicant, when they really are county functions. In order to resolve this issue, CDS staff will manage the record and review process for Marian Meadows – including code interpretations and policy discussions – and will partition out certain tasks for the consult to review in order to provide an expeditious review process. The following language has been added to Exhibit A of the proposed development agreement:

“Per the 2017 Marian Meadows Planning Services “Scope of Work” agreement between Kittitas County and Van Ness Feldman, charges for the project will be strictly limited to those services directly related to the processing of the Marian Meadows plat. Services which include policy formation and policy interpretation will not be charged to the Marian Meadows funding account.”

**INTERACTION:** CDS, Prosecuting Attorney, Public Works, Auditor’s Office, Board of County Commissioners

**ATTACHMENTS:** Revised Marion Meadows Funding Development Agreement

#### STAFF

**RECOMMENDATION:** CDS Director recommends the Board of County Commissioners approve the proposed agreement, with the revisions to Exhibit A.

**HANLDING:** Presentation to the Board by Kittitas County Community Development Services.

**RESPONSIBLE STAFF:** Dan Carlson, AICP, Director, Community Development Services

---