

KETTLE FALLS
PLANNING COMMISSION & CITY COUNCIL
JOINT WORKSHOP MINUTES
MAY 8, 2023, 6 PM, KF LIBRARY

CALL TO ORDER

Mayor Jesse Garrett called the meeting to order at 6:00 p.m.

ROLL CALL

Members in attendance included:

CITY COUNCIL

Jesse Garrett
Wayne Wardlow
John Ridlington
Chris Shurrum
Dale Drake
Mike Weatherman

PLANNING COMMISSION

Jody Emra
Nick Gourlie
Larry Kulesza

STAFF

Raena Hallam
Kathi Merrill

SCJ STAFF

Alicia Ayars
Mike Manning

HOUSING ACTION PLAN (HAP) DISCUSSION

Mayor Jesse Garrett welcomed everyone and thanked them for coming to the workshop. He stated this was a presentation only and that there would be no discussions or decisions made. Questions and Answers only. The Planning Commission will review and make recommendations to the City Council at a later date. This workshop is to clarify the information in the HAP document.

Mrs. Alicia Ayars stated the document handed out is the Housing Action Plan and Housing Needs Assessment. We are reviewing the process, strategies and implementation of this document. Data has been collected and the Housing Action Plan is a tool. The Department of Commerce issued these grants, and they are due back by the end of June. SJC collected data from a Public Engagement in May 2022. There is a Public Participation Plan. There were stakeholder interviews. Leland Consulting collected data and identified issues and needs and where to go from here. This document needs to be adopted and to Commerce by the end of June. The Grant deliverables are in the Appendix.

Mike Manning, SCJ, they have collected the feedback and there are ongoing updates. Leland did 7 interviews. The survey had 105 responses. There was an open house last August. He said they are looking forward to the Public Hearing. The interviews addressed infrastructure, water, sewer, fire concerns, downtown vitality, wages and potential mixed-use development and housing variety. During the Open House, attendees voted on the type of housing needed. The consensus was Mobile Homes, Accessory Dwelling Unity, Duplexes, Mixed Use areas. They were also concerned about the density of neighborhoods and the needs for multi family housing. Also housing for different income levels. The

Online Survey identified issues such as cost of construction and the demand for low and middle income housing. Rentals are very limited.

Mrs. Alicia Ayars stated more public input is needed.

Councilman Wayne Wardlow asked about single family homes? He said the information on the slide was confusing.

Mrs. Alicia Ayars stated the Housing Needs Assessment shows residents want more single family homes and multi-family homes. We need to engage the public further. With more grant funding the City could do more public engagement meetings.

Mike Manning, SCJ, stated the Housing Needs Assessment is in the packet handed out. Leland Consulting analyzed all the data and shows what's needed. Over half of the homes in Kettle Falls are owner occupied. 70% of the homes have 1 to 2 occupants. The median income is less than half of the state median. Kettle Falls is expected to grow 17% by 2040. There is little availability and production is low. Most Kettle Falls residents work outside of the Kettle Falls City limits.

Planning Commission Chair Jody Emra stated the HNA states over half of the single family residents are owner occupied and then it says 2.6% of rentals available. It's confusing.

Mike Manning, SCJ, stated renters tend to stay put.

Mrs. Alicia Ayars stated the Housing Needs Assessment shows more details of the types of households there are.

Planning Commission Member Larry Kulesza stated the HNA, Table 2, on page 65, shows housing types. He stated he doesn't see a reference going forward. Demographically people that are 65 now will be 85 in 20 years or deceased.

Planning Commission Chair Jody Emra stated 58% of the population is 44 or younger.

Mike Manning, SCJ, stated in the Housing Action Plan there are Key Strategies. Under the Zoning Strategy we need to update the zoning code: look at districts, codes, Title 17 and make sense for development. We need to update the Permitted Use Table. Increase middle income housing and look at what works for Kettle Falls. Need to adjust the Zoning Developmental Standards and integrate.

Mrs. Alicia Ayars stated the language needs to be modified. There is a process and standard for communities. What is it and where does it go?

Councilman John Ridlington asked why increased density? Homes that are too close together are a fire danger.

Mrs. Alicia Ayars stated it's part of the UGA expansion. Part of the strategy. Make codes more manageable for users.

Councilman Wade Wardlow asked if the strategies were either or all?

Mrs. Alicia Ayars stated they are all under zoning. They can be implemented in any order. They can be ruled out. There are three categories of strategies.

Mike Manning, SCJ, stated the Housing Needs Assessment on Public Engagement highlights there are very few homes built annually. Home prices and rental prices do not align with the median income. Maybe need to add some codes to make it more user friendly.

Councilman Wade Wardlow asked who the users were?

Mike Manning, SCJ, stated it's more for well experienced developers/builders. They need to understand the zoning codes.

Mrs. Alicia Ayars stated people come to the Planning Commission and ask what they can do. Kettle Falls has many different zones. They indicate what can be built and where.

Mike Manning, SCJ, stated under Land Use/Infrastructure, water and sewer are in good shape. The concern is the well system. The useability of the UGA. Need to determine what lands can be exchanged. There is a lot of land in the UGA but not all of it is usable. Need to work in a partnership with the County on land exchange. Off street parking is an issue. Parking can be limited based on the number of bedrooms. With ADUs, that can make the parking limit difficult. The City should pursue more funding opportunities.

Councilman Jesse Garrett asked about reducing the minimum parking in Kettle Falls.

Mrs. Alicia Ayars stated it's an exploratory issue. We are looking at reducing off street parking and housing types,

Councilman Mike Weatherman stated he has a boat, a camper and 3 vehicles. Are those items considered in off street parking?

Mrs. Alicia Ayars stated it's an exploratory issue. May not work but we will take a look at it.

Councilman John Ridlington stated in the UGA, it's how the County approaches it.

Mrs. Alicia Ayars stated she's seen differences in other like counties.

Mike Manning, SCJ, stated the map shows the city limits as well as the UGA. Land that can be developed and undevelopable land are not the same. Land within the Kettle Falls City that can be developed is not in great supply,

Mrs. Alicia Ayars stated some of the land is steep or has wetlands. This can cause land to be undevelopable.

Mike Manning, SCJ, stated they need to address focus on potential growth areas.

Mrs. Alicia Ayars stated Kettle Falls is looking at well services to the area.

Mike Manning, SCJ, stated under Code/Policy they need to create standard assessment. Also need to evaluate building codes and amendments. Look at adding areas with home occupations.

Mrs. Alicia Ayars stated under the Building Code the City Staff, Fire Department and Public Works are partners in this process. Mixed use does not always mean having home occupations. Considering more development along 395. Mixed use is an option for that area.

Mike Manning, SCJ, stated under Code Enforcement, the code is noncompliance in Kettle Falls. Kettle Falls does not have a Code Enforcer.

Mrs. Alicia Ayars stated until Title 2 under Nuisance Code, it protects residents from noise, odor and such. We need to educate residents about what is noncompliant.

Mike Manning, SCJ, stated we need to produce educational materials for residents. Handouts to make the code and process easy to understand. One of the objectives is that Kettle Falls needs 60-75 homes by 2040 to meet projected growth. Need to work with residents. There are a lot of older homes in Kettle Falls.

Mrs. Alicia Ayars stated all the Strategies in the Housing Action Plan need to be implemented. The question is how to implement each strategy? There are tools in the plan on how to collect data. It can be evaluated each year to track progress.

Mike Manning, SCJ, stated the next steps are getting feedback. The SEPA is to be issued on May 11.

Mrs. Alicia Ayars stated the SEPA indicated the environmental impact on Kettle Falls.

Mike Manning, SCJ, stated in early June there will be a Public Hearing followed by the adoption of the HAP by June 20 as required by the grant.

Mrs. Alicia Ayars stated the County needs to work with Kettle Falls to annex in other properties.

Councilman Dale Drake asked how many other cities does SCJ work with?

Mrs. Alicia Ayars stated they work with Chewelah, Stevens County and 7 or 8 others across the state.

Mayor Jesse Garrett thanked everyone for attending. Stated the Strategies look good. The Planning Commission meeting will start now. All Council members were asked to leave as not to be influenced by the discussions of the Planning Commission.

Approved:

Jesse Garrett, Mayor

Approved:

Jody Emra, Chairperson

Attest:

Kathi Merrill, Secretary/Clerk