

TOWN OF ROCKFORD
PLANNING AND ZONING COMMISSION
P.O. Box 49
Rockford, WA 99030

William Benson, *Chairman*; Dan Bratten, *Member*; Lane Rice, *Member*; Patrick Marcalus, *Member*

Regular Meeting Minutes
Rockford Town Hall
July 8, 2015
7:00 PM

Type of Meeting: Monthly

Meeting Facilitator: William R. Benson

Members Present: Patrick Marcalus

Others: Lorrie Engle, resident; Allen Helton, resident

Invitees: None

(NOTE: Due to only two members being present all recommendation are of an advisory nature only.)

- I. Mr. Benson called the meeting to order at 7:04 PM.
- II. Approval of minutes from last meeting – Tabled.
- III. Open issues
 1. Installation of wireless tower – Remains on the agenda as approved upon receipt of emissions safety data.
- IV. Old Business
 1. Preparation of the Comprehensive Plan Review – P&Z will schedule a meeting with Ms. Micki Harnois to determine what actions will be required by the P&Z Commission at a later date.

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2. 6 Year Transportation Review - P&Z will schedule a meeting with Ms. Micki Harnois to determine what actions will be required by the P&Z Commission at a later date.

V. New Business

1. Donald and Lorrie Engle:
 - a. Submitted a General Land Use Application requesting a copy of the maintenance agreement on file between the Town of Rockford and the previous owner regarding the maintenance agreement for a shared road running through the property (Parcel 53293.9028) for the purposes of negotiating a shared maintenance agreement, in that the road leads to Lagoon #3 (owned by the Town of Rockford) and is subject to heavy equipment travelling on the road. The property owner should not be held liable for maintenance of the road when the majority of wear and tear is caused by municipal vehicles.
 - b. The property owners also wish to negotiate an adjustment of the property line at the midpoint of the north 90 degree to extend the property approximately 100 feet to the north. They are willing to entertain an equitable exchange of similar acreage from the east side of their property east of Rock Creek.
 - c. There is town infrastructure on Engle property that needs to be located and identified. At this point, the property owner will allow said infrastructure to remain, but would like to discuss accommodations in this regard at some point.
 - d. Mr. and Mrs. Engle have been in discussion with Micki Harnois regarding this project. P&Z will consult with Ms. Harnois for details and make a determination and recommendation after said consultation.
2. Allen Helton Shed Building Project –
 - a. Desires to build 30 x 36 shed on his property.

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- b. There was much discussion regarding whether variances would be required, location of agreed upon property lines, and nature of the landscaping. Mr. Helton will need to go through the Tow permitting process.
3. Weed & Grass Abatement for Fire Safety Discussion
 - a. Noting properties where overgrowth raised his concerns for fire safety, Mr. Marcalus will research what other jurisdictions have enacted regarding enforcing requirements for grass, weed, and plant standards for fire safety.
 - b. Depending on Mr. Marcalus' findings, the P&Z Commission will seek guidance from the Council on whether P&Z should continue to pursue the issue.
4. Abandoned Property Discussion –
 - a. Tabled pending discussion with Rockford Councilman Dave Thompson on this issue.
5. Revert property behind RUMC belonging to Clint Stevenson back to Residential use. –
 - a. There being historical precedent of the building in question having been a single family residence prior to its use as the Rockford Community Center, AND; In light that the Rockford Community Center ceased operations and relinquished said building back to its owner, it is the recommendation of the Commission that all Permits relative to the property that were issued to the Rockford Community Center be revoked and declared null and void, and the property returned to its status as a single family residence.
6. Cooling & Heating Stations for residents during inclement seasonal weather.
 - a. Mr. Marcalus is continuing to research possible options regarding resources for establishing emergency heating/cooling locations in Rockford.

VI. Commission Discussion & Public Comment

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1. Mr. Helton asked about the Town's chipping and composting yard. He was informed that it was operational and that customers should contact the Town Hall for information regarding hours of operation and fees.

- VII. Next meeting will be on 12 August 2015 at 7:00 PM at City Hall.

- VIII. Adjournment – Mr. Benson adjourned the meeting at 8:00 PM.

Respectfully Submitted,

William R. Benson

Rockford Planning and Zoning Commission Chairman