



City of Asotin

www.cityofasotin.org

Phone: 509-243-4411 PO Box 517 121 Cleveland Street, Asotin WA 99402 Fax: 509-243-1223

The public hearings are held in the Assembly Chambers at Asotin City Hall

March 16th, 2022 - 7:00PM

Agenda Short Plat Request 1402 4th Street Asotin WA 99402

Call to Order – roll call

1. The chair will introduce the case and explain the procedure to be followed.
 - a. Enter Plat case number and the name of the applicant into the record.
 - Paula Mau 1402 4th Street Asotin WA 99402.
 - Scott Linja of Keller Associates Inc. is the acting engineer on this project.
 - Jason Van Lindern PLS is the surveyor.
 - b. The Chair must ask if anyone is present in the Council Chamber to speak on the matter to be considered at the hearing.
2. The chair will give the Applicant 15 minutes to briefly outline the case.
3. The board members may ask questions to the Applicant upon his case outline completion.

4. The chair opens the hearing for public testimony. Each person may testify for no more than three minutes and may be questioned by the board at any time during such presentation; those in favor speak first, followed by those who have a position of opposed.
5. The Chair reads into the record and for the information of those present, the receipt of any representations received by the Planning Commission in writing on the issue under consideration.
6. The chair closes the hearing to public testimony.

7. The applicant has the right of rebuttal using up to 3 minutes.

8. The chair will close the presentation portion of the review to all public comment.
9. The chair and the board discuss the motion and facts in support of or in opposition to the short plat request.
10. The Chair and board review conformance to Chapter 17.24 Minimum Standards Checklist and log findings into minutes.
11. The chair asks for a motion from board members present – either to: allow, deny, or table for further review.
12. The chair calls for roll call vote on the motion.

13. The chair will advise the applicant of the board's action, including findings of fact and conclusions, that the recommendation of the Planning Commission shall be advisory only, and the rights to appeal.
14. The chair will forward the Planning Commission's decision on to the Asotin City Council for further action.

 - a. *questions are to be asked in a courteous and respectful manner;*
 - b. *do not engage in any debate or argument with the person;*
 - c. *refrain from making any derogatory, accusatory and/or inflammatory remarks to the person; and*
 - d. *stick to the subject at hand – this one short plat request*

Ordinance 17.16.030 Preliminary Plat c. 2 states the clerk-treasurer shall coordinate the input from those persons whose expertise is needed in reviewing the short plat, such as:

Fire chief,
Engineer,
Public works,
Waste water treatment plant, mayor,
Police chief,
Building inspector,
County health department,
Planning Commission

