

**TUMWATER PLANNING COMMISSION
MINUTES OF MEETING
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CONVENE: 7:01 p.m.

PRESENT: Chair Dennis Morr, Jr., and Commissioners Leatta Dahlhoff, Meghan Sullivan Goldenberger, Nancy Stevenson, and Patrick Zitny.

Excused Absence: Joel Hansen, Jessica Hausman, Terry Kirkpatrick, and Nam Duc Nguyen.

Staff: Planning Manager Brad Medrud, Senior Planner David Ginther, and Recording Secretary Tom Gow.

**APPROVAL OF
PLANNING
COMMISSION MINUTES
– JANUARY 9, 2018:**

MOTION: **Commissioner Dahlhoff moved, seconded by Commissioner Zitny, to approve the minutes of January 9, 2018 as published. Motion carried unanimously.**

CHANGES TO AGENDA: There were no changes to the agenda.

**NEXT PLANNING
COMMISSION MEETING
DATE:** The next regular meeting is scheduled on February 13, 2018.

**COMMISSIONER
REPORTS:** There were no reports.

MANAGER’S REPORT: Manager Medrud reported the next meeting includes a briefing on signs. A briefing on warehouses is tentatively scheduled for the February 27 meeting.

Manager Medrud recapped the Council’s recent action on the 2017 Comprehensive Plan Amendments. The Valley Amendment, Grange Amendment, and the Irving Amendment were approved as recommended by the Planning Commission. The Council approved the Grange Development Agreement as well. Questions surrounding the Sullivan Amendment centered on six parcels located between Tyee Drive and Littlerock Road along Israel Road. The City Council approved the amendment rezoning parcels 1-6 from Mixed Use Overlay to Mixed Use with the remaining properties rezoned to General Commercial. The Council believes in promoting the vision of the Littlerock Road Subarea Plan and preserving that area for mixed uses. The overlay zone required a mixture of commercial and residential based on certain percentages

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or unit count while the Mixed Use zone district allows a commercial structure with no residential required or residential units with no commercial component.

PUBLIC HEARING:

**AIRPORT RELATED
INDUSTRY, ORDINANCE
NO. O2017-030:**

Chair Morr reviewed the format for the public hearing and public testimony.

Chair Morr opened the public hearing at 7:09 p.m.

Planner Ginther reported the proposal is minor with minimal changes to the ordinance. Changes pertain to the addition of dimensional, bulk, and setback requirements as the Port of Olympia did not include the requirements when the Port was developing its design guidelines. The changes apply to the Airport Related Industry zone district. Staff worked with Port of Olympia staff on the proposed changes. Port staff accepted the proposed language and offered some additional suggestions to update the language. Planner Ginther advised that the City did not receive any phone calls or emails regarding the proposed ordinance.

There was no public testimony.

Chair Morr closed the public hearing at 7:12 p.m.

MOTION:

Commissioner Zitny moved, seconded by Commissioner Goldenberger, to recommend the City Council approve Ordinance No. O2017-030, Airport Related Industry. Motion carried unanimously.

BRIEFING:

**PRELIMINARY DOCKET
FOR 2018
COMPREHENSIVE PLAN
MAP AMENDMENTS AND
REZONES AND TEXT
AMENDMENTS:**

Planner Ginther presented the preliminary docket for 2018 Comprehensive Plan Map Amendments and associated rezones and text amendments. Applications for changes to the Comprehensive Plan were due by December 2017. The Commission reviews the preliminary docket and provides feedback for consideration by the City Council.

Planner Ginther summarized the proposed amendments:

Amendment	Proposed By	Description
Rezoning & map amendment	Casey, NW Investment Group LLC.	Change 3.5-acre parcel located at the southwest corner of Barnes Boulevard SW and Crosby Boulevard SW from

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		Neighborhood Commercial to Multi-Family High Density
Comprehensive Plan Map Amendments and Area Rezone for area located near 88 th Avenue and Highway 99	City of Tumwater	Area has been designated Mixed Use by the Joint City and County Plan since mid-1990s, but with Single Family Medium Density zoning. The area was annexed in 2016 but it has not transitioned to more of a commercial nature as envisioned in the plans. Action would reconcile the mismatch in Comprehensive Plan map designation and zone district.
Valley and Golf Course Clubhouse Vicinity Comprehensive Plan Map Amendment and Associated Area Rezone	City of Tumwater	The zoning does not match with comprehensive plan land use designations. Area of concern is owned by the City. Proposed action would reconcile the mismatch in designations and zone districts. The Valley Athletic Club would remain as a permitted use.
Neighborhood Commercial Study for the City and Urban Growth Area (UGA)	City of Tumwater	Eleven locations through the City and the UGA are zoned Neighborhood Commercial. Over the last several years, the Council has reviewed Neighborhood Commercial zoning to consider options to promote development within the zoning districts or rezone the areas to another zoning designation. The Council added the proposal to the Long Range Planning Work Program, which was automatically included on the Comprehensive Plan Docket for 2018.
Amendment adds the property to Parks List in Parks and Recreation Element of the Comprehensive Plan	City of Tumwater	Property owned by Fred Carlyon was donated to the City in 1953 with a restriction to use the land as a park for the City. The triangular lot is surrounded on three sides by Sunset Way SE, Fairfield Road SE, and Vista Avenue SE.

Planner Ginther reported staff recommends moving all five amendments forward as proposed. During the February 6 meeting of the General Government Committee, members are scheduled to

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review the preliminary docket. The Commission is not scheduled for another briefing on the final docket of amendments until July 2018.

Chair Morr acknowledged the attendance of Paul Casey, applicant for the first proposal.

CONCURRENCE:

The Commission supported moving forward with the proposed preliminary 2018 Comprehensive Plan Docket.

BRIEFING:

**PRELIMINARY DOCKET
FOR 2018 ANNUAL
DEVELOPMENT CODE
HOUSEKEEPING
AMENDMENTS:**

Manager Medrud reviewed the 19 proposed Development Code housekeeping amendments for 2018.

- Chapter 11.20 Communications Antennas and Towers (11.20.090(D) Setbacks for Freestanding Facilities & TMC Figure 11.20.030-1). Chapter 11 is currently under revision by the City Attorney. The proposed housekeeping change deletes reference to Business Park zone district, which was eliminated as a zone district in the City last year.
- Chapter 17.24 Final Land Divisions (17.24.030 Format and Content of Application). Two changes are proposed updating language based on input from the Community Development Department and the Public Works Water Resources Program. The proposal would include information on stormwater facilities during the application process, specifically, additional information on stormwater facilities under common ownership and recording of the stormwater maintenance agreement as part of the final plat process.
- Chapter 18.04 Definitions (18.04.010 A definitions). An applicant who owns a large lot applied for a permit to construct an accessory building to house farm equipment. The accessory building was larger than the main house, which creates problems for larger lots with agriculture use. Staff recommends simplifying the definition by describing an accessory building and addressing size limitations in TMC 18.42 General Land Use Regulations.
- Chapters 18.08, 18.10, 18.12 18.27, 18.30, & 18.31 (Accessory uses). Proposed changes pertain to accessory uses.
- Chapter 18.40 Environmental Performance Standards (18.40.035 Exterior illumination). Staff recommends deleting reference to Business Park zone district.
- Chapter 18.42 General Land Use Regulations (18.42.010 Accessory dwelling units). Proposed change deletes specific requirements for parking and adding it to the parking section.

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As part of the affordable housing discussion by the Council, staff is recommending elimination of required parking for accessory structures if there is sufficient parking on the street or the location is near transit service. Additionally, some language would be clarified describing an accessory structure and how it should function relative to the main structure.

- Chapter 18.42 General Land Use Regulations (18.42.015 Buildings or structures for storage, agricultural uses, detached garages, or carports in residential zone districts). The addition of a new section addresses buildings or structures for storage, agricultural uses, detached garages, or carports in residential zone districts. Staff recommends refining the limitations on the size of accessory uses in residential districts (RSR Residential/Sensitive Resources, SFL Single-Family Low Density Residential, SFM Single-Family Medium Density Residential, BD Brewery District, GB Greenbelt, OS Open Space, and MHP Manufactured Home Park zone districts) relative to the primary use. Language is proposed for limiting accessory structure size in four different ways: (A) The total square-footage of the footprints of all buildings or structures used for storage, agricultural uses, detached garages, or carports on lots less than two acres in size shall not be larger in square-footage than the footprint of the principal building or structure; (B) The total square-footage of the footprint of nonagricultural storage buildings or structures, detached garages, or carports on lots two acres or greater in size shall not be larger in square-footage than 3,000 square feet; (C) Other than in the RSR residential/sensitive resource zone district, the total square-footage of the footprint of all buildings or structures used for agriculture on lots two acres or greater in size shall not be larger in square-footage than 20,000 square feet; and (D) In the RSR Residential/Sensitive Resource zone district, the total square footage of the footprints of agricultural buildings or structures on lots two acres or greater in size shall not be greater than the maximum impervious surface for lots allowed in TMC 18.08.050(G) and Table 18.08.050.
- Chapter 18.42 General Land Use Regulations (18.42.030 Home Occupations). Proposal is updated language based on input from staff. The proposed amendments were originally discussed with the Commission in February and March 2016 as part of the Comprehensive Plan Housing Element update.
- Chapter 18.44 Signs (18.44.150 Commercial and industrial zone districts). The proposal is to eliminate references to the Business Park zone district from the Sign Code.
- Chapter 18.47 Landscaping (Table 18.47: Required Landscaping Matrix). The proposal is to eliminate reference to

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Business Park zone district.

- Chapter 18.49 (18.49.030 Accessory uses). Staff recommends refining the limitations on the size of specific uses in residential districts.
- Chapter 18.52 Child Care Facilities (18.52.030 Child mini-day care center). Staff recommends deleting reference to Business Park zone district.
- Chapter 19.60 Text Amendments and Rezones (18.60.020 Procedures – Notice). Staff recommends deleting some language surrounding a time limitation of 90 days as state law does not require the timeline.

Manager Medrud referred Commissioners to tables affected by the proposed changes.

Chair Morr inquired about the reason for revising the chapter on communication antennas and towers. Manager Medrud replied that there have been some federal changes, as well as some federal emphasis to locate small telecommunication facilities within right-of-ways. The update is to respond to new Federal Communications Commission (FCC) requirements. The City contracted with a consultant/attorney from Denver who is assisting the City with the update.

ADJOURNMENT:

Commissioner Dahlhoff moved, seconded by Commissioner Goldenberger, to adjourn the meeting at 7:46 p.m. Motion carried unanimously.