

**TUMWATER PLANNING COMMISSION  
MINUTES OF MEETING  
May 22, 2018 Page 1**

**CONVENE:** 7:00 p.m.

**PRESENT:** Vice Chair Jessica Hausman and Commissioners Terry Kirkpatrick, Nancy Stevenson, Joel Hansen, Megan Sullivan Goldenberger, Patrick Zitny, Nam Nguyen, and Richard Manugian.

Excused: Chair Dennis Morr, Jr.

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

**APPROVAL OF  
PLANNING  
COMMISSION  
MINUTES – MAY 8,  
2018:**

**MOTION:** Commissioner Kirkpatrick moved, seconded by Commissioner Goldenberger, to approve the minutes of May 8, 2018 as published. Motion carried unanimously.

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

**NEXT PLANNING  
COMMISSION  
REGULAR  
MEETING DATE:** The next meeting is scheduled on June 12, 2018.

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

**MANAGER'S  
REPORT:** Manager Medrud reported the community survey to help guide the development of the Urban Forestry Management Plan has closed. The survey generated 120 responses. The Tree Board received a copy of the survey results. Additionally, the City received 46 completed surveys from City employees. The information provides a good basis for moving forward. The tree inventory fieldwork will start to be conducted by volunteers in June.

The City recently initiated Phase 2 of the Habitat Conservation Plan and it is working to complete the grant contract with WDFW.

**PUBLIC  
COMMENTS:** There were no public comments.

**TUMWATER PLANNING COMMISSION**  
**MINUTES OF MEETING**  
**May 22, 2018 Page 2**

**DISCUSSION:**

**INTERCITY  
TRANSIT  
PRESENTATION:**

Rob LaFontaine, Planning Manager, Intercity Transit, briefed the Commission on the agency's short-range and long-range planning process and proposed service changes.

Intercity Transit's short-range and long-range planning included a successful public outreach process beginning last year drawing 3,500 participants and generating over 10,000 comments. A steering committee was formed. Director Mike Matlock serves on the committee, which has met three times to shape some discussions on planning the next public outreach Road Trip 2.0. Additionally, the agency completed a thorough analysis on ridership trends and behaviors to include a focus group discussion with bus operators. Intercity Transit plans to initiate Road Trip 2.0 within the next several weeks.

Intercity Transit staff collected all the surveys and analyzed the information. Most of the comments speak to wanting more transit service, more coverage, more frequency, and more places more often. Many of the requests speak to long-term changes. Results from the community survey were categorized as either Tier 1 or Tier 2 requests.

Tier 1 requests include:

- Faster service and reliable transfers
- More frequent service
- Extended service span (later/earlier/weekend)
- Express service for local commuters
- Expanded service areas

Tier 2 requests include:

- Better use of technology and real-time info
- Enhanced bus stops and safety
- Environmental Stewardship + reduced carbon emissions
- Preserve + streamline commuter services (Pierce + King County)
- Access for people of all abilities and means.

Long-range strategies include:

- Improved span of service (hours of operation)
- Improved service frequency (more routes)
- Expand service areas inside Public Transportation Benefit Area (PTBA)
- Annual operating budget set-asides to keep pace with traffic growth
- Bus rapid transit on primary corridors

**TUMWATER PLANNING COMMISSION**  
**MINUTES OF MEETING**  
**May 22, 2018 Page 3**

- Enhanced commuter service (in service area and for north/south markets)
- Enhanced Capital Facilities Program
- Innovative service zones
- Alternative fare structure to increase speed and ridership

Next steps in public outreach include:

- Local partner outreach - identify goals and concerns, level of support; encourage participation in phase 2.0
- Website updates – What was conveyed and what the agency is doing for long-range scenarios. Survey + how to be heard.
- Social media blasts + Email lists – info on scenarios and opportunities; link to survey
- Priorities and Preferences Survey – Enhancements, scenarios, and funding options
- Community Open Houses – For in-depth discussion (target boards and Commissions, and community groups). Additional intercept Surveys (optional)
- Community Readiness Team – Focus groups, messaging, and materials.

Short-term recommendations proposed include:

- Minimal increase in costs is assumed (+/-4%)
- Addresses current service challenges
  - On-time performance
  - Service duplication /out of direction travel
  - Requests for new/added services
  - Changing travel patterns

Commissioner Zitny asked about the timeframe for both planning horizons. Mr. LaFontaine explained that the short-term planning horizon represents present day to when revenues change. The long-range planning horizon is 20 years.

Mr. LaFontaine reported the agency has released a service change proposal for public comment. The proposal addresses the strong desire for improvements today and select changes that could be accommodated within the existing budget. The agency launched a website at [intercitytransit.com/service](http://intercitytransit.com/service) on proposed service changes. Additionally, a series of open houses have been scheduled with two conducted to date. Two open houses for the public are pending at the Tumwater Timberland Library and the Lacey Timberline Library. Other outreach efforts include passenger intercepts advising passengers of the service change proposal to receive feedback.

Some of the proposed service changes include Routes 12 and 42, which

**TUMWATER PLANNING COMMISSION**  
**MINUTES OF MEETING**  
**May 22, 2018 Page 4**

will change bus service in Tumwater. Route 12 provides bus service on the westside of Interstate 5 along Littlerock Road connecting to Tumwater Square and service along Capitol Boulevard to downtown Olympia. Under the proposal, the route would be realigned with Route 12 bus service to Tumwater Hill on Barnes Boulevard with direct service to South Sound Community College (SPSCC) and continuing to downtown Olympia to the Transit Center. Route 42 is a circulator route providing services between SPSCC and the Juvenile Family Court. Under the proposal, Route 42 would become an extended route continuing to provide service between the Juvenile Family Court to the Olympia Transit Center. Routes 43 and 44 would be discontinued and replaced in part by a combination of Routes 42 and 12.

The proposed service change implementation date is September 23, 2018. Public comments will be collected until June 20 with a public hearing scheduled on Wednesday, May 23 at Intercity Transit. Staff anticipates offering the final service change recommendation on July 18, 2018 to the Intercity Transit Authority for consideration.

Mr. LaFontaine addressed questions from the Commission. Under the proposal, Second Avenue would be served by Route 68.

Commissioner Kirkpatrick complimented the agency for considering the needs of the Hawks Prairie area without expending additional funds but still adding service. Another area without service in Tumwater is the area south of Henderson Boulevard and Yelm Highway. Most of the area along Henderson Boulevard south of Yelm Highway is zoned multi-family. Families moving into that area could benefit by not having a car if transit service was available.

Commissioner Hansen noted the recently annexed area south of Tumwater Boulevard along Old Highway 99 would also benefit from bus service because of the number of housing units. The nearest bus service is located near the Department of Health off Capitol Boulevard.

Ann Freeman-Manzanares, General Manager, Intercity Transit, responded that the goal of the agency is to provide transportation services; however, the agency lacks sufficient funding to expand service to all areas. Commissioner Hansen asked how the dollars paid by Tumwater residents are used by the agency. Ms. Freeman-Manzanares said taxpayer dollars primarily serve higher density areas. The proposed service change to the northeast area of Lacey is a budget neutral change for the agency. One of the questions to be explored during the long-range planning process is addressing public transportation requests for the future. The agency is accumulating all public comments for analysis and review. The information will be shared during the next round of public outreach to seek input on how the agency should prioritize service requests for the long-

**TUMWATER PLANNING COMMISSION  
MINUTES OF MEETING  
May 22, 2018 Page 5**

term. Because of the lack of federal funding, it is difficult to fund existing service. Today, the agency lacks sufficient funds to continue providing today's level of service, which is why it is incumbent upon the agency to ask the public for direction on continued service.

Commissioner Goldenberger asked about potential revenue generators available to the agency. Ms. Freeman-Manzanares reported the agency's funding structure is primarily from sales tax. By state statute, PTBAs can collect up to 9/10ths of one percent sales tax. Today, Intercity Transit is collecting 8/10ths of one percent. The state Legislature authorized the agency to ask the public for funding authority up to 3/10ths of one percent plus the 1/10th of one percent remaining for a total of 4/10ths of one percent. Part of the long-range planning process will seek public input on desired service and willingness to pay for service.

**PUBLIC HEARING  
(CONTINUED):**

**WAREHOUSE  
DISTRIBUTION  
STANDARDS –  
ORDINANCE NO.  
O2017-023:**

Vice Chair Hausman opened the continuation of the public hearing at 7:29 p.m.

Manager Medrud reported the continued hearing addresses three outstanding issues from the prior public hearing. Staff proposes four changes to the ordinance to address those concerns. The first is a revision of the definition of "cross-dock facility" because of concerns with language using "fast turnaround" was potentially unclear. Staff proposes using as a definition derived from the North American Office and Industrial Market (NAIOP) Terms and Definitions Manual. A cross-dock facility is a narrow building with limited floor space with no storage space located between the trucks.

The second change is to the definition of "warehouse distribution center" to address concerns surrounding an element of time for storage. Based on a review by staff, the revision removes language referencing timing as the characteristics of a warehouse distribution center because such uses process goods over a steady rate with some goods retained longer than others and other goods having a faster turnaround.

Additionally, the proposal includes a revision to "non-distribution warehouse" based on a 2016 ITE study on high-cube warehouses. The explanation of a typical warehouse assisted staff in defining a regular non-distribution warehouse.

The last revision pertains to minimum conditions for warehouse uses. Location criteria currently are included within the existing conditional use permit regulations, such as the use must be located at least 1,000 feet from urban residential and 300 feet from rural residential. An issue arose in

**TUMWATER PLANNING COMMISSION  
MINUTES OF MEETING  
May 22, 2018 Page 6**

those circumstances where the site is expansive and impactful activities are farther from adjacent residential neighborhoods while other less impactful activities, such as stormwater ponds and regular parking lots are located on another portion of the site nearer residential neighborhoods. In those circumstances, permitting staff has previously interpreted the ordinance to address those unique situations. Staff proposes to include that interpretation within the ordinance to clarify those circumstances.

**PUBLIC  
TESTIMONY:**

**Heather Burgess, 724 Columbia Street, Suite 320, Olympia,** expressed appreciation for the opportunity to testify on behalf of Puget Western. During the previous public hearing, she expressed some concerns pertaining to the definitions potentially creating confusion, as well as seeking clarity of staff's interpretation of buffer requirements. The staff proposal as drafted fully addresses the concerns by Puget Western.

**EJ Zita** said she lives in the Tumwater urban growth area off 88th Avenue near Kimmie Street. As she is involved late in the process, her understanding of the proposal is not as complete. She represents the Salmon Creek Basin neighborhood, which assisted in creating the original warehouse ordinance. When the original ordinance was passed by the City Council, concerns surrounding mega warehouses and traffic were addressed, as the original proposal in 2005 forecasted 12,000 trucks per day traveling near her neighborhood and Bush Middle School. The neighbors were concerned and are still concerned about possible public health and safety impacts, as well as quality of life. Hundreds of truck travel on Kimmie Street each day. The trucks shake homes and negatively impact quality of life. More trucks would reduce property values. Neighbors and students use Kimmie Street for walking and biking.

Over 200 acres of urban forest is located in the area off Kimmie Street. Some of the forest is designated for large warehouses. Neighbors are concerned about the possible development of warehouses as it might lead to the loss of forest and habitat. The forest provides recreational value, as well as reducing the impacts caused by flooding in the Salmon Creek Basin, which is a high groundwater hazard area. Thurston County identified the basin as the worst flooded neighborhood in the county. Trees protect the area from flooding. Any loss of forest is not just about aesthetics, it is also about the loss of water absorbers during extreme rain events. In 1998/1999, Kimmie Street flooded during the winter preventing access by emergency vehicles. Several septic tanks floated and some of the homes are permanently sandbagged. Ball fields at Bush Middle School were sites of canoes and kayaks during the flood. If the forest is lost to development, neighbors expect worse flooding. Ms. Zita said she understands there are proposals to construct storm ponds; however, trees serve the purpose today and removing them and replacing them with storm ponds is a concern. Those concerns prompted neighbors to approach the City and request adoption of an ordinance similar to Lacey's warehouse

**TUMWATER PLANNING COMMISSION**  
**MINUTES OF MEETING**  
**May 22, 2018 Page 7**

ordinance.

The Planning Commission has articulated economic concerns. Warehouses are exempt from business occupancy use taxes and they do not provide many jobs. Neighbors are pleased with the existing warehouse ordinance. However, a mega warehouse was permitted several years ago. The original ordinance restricts warehouses over 200,000 square feet. The developer was able to overcome that limitation by indicating the square footage would be contained in several buildings with each building less than 200,000 square feet in size enabling the developer to construct a mega warehouse of over a million square feet creating mega impacts on the neighborhood.

Ms. Zita said she is not entirely clear as to the impacts of the proposed changes. The definitions include two other types of warehouses. Her concerns center on provisions proposed for deletion on restrictions for mega warehouses. She is also concerned about the where warehouses would be allowed as one area is located at the north of Kimmie Street and the other area is at the south end of Kimmie Street. The proposal would incentivize trucks to travel along Kimmie Street creating impacts to the neighborhood and to the middle school. She is hopeful that the changes to the ordinance do not weaken the public health and safety protections and not incentivize developments that do not provide economic benefit to the City. She asked for an explanation of removing a section on page 38.

Vice Chair Hausman closed the public hearing 7:45 p.m.

Manager Medrud responded to the Ms. Zita's questions and concerns. The proposal removes a section addressing warehouse distribution warehousing under the current conditional use permitting process. The sections were moved to a new section under 18.42.110 (page 30) and retained most of the important elements of the conditional use requirements, such as distance from rural residential and urban residential and use of Kimmie Street if the use borders on either side or one side of existing residential uses. The ordinance requires all warehouse distribution centers and non-distribution center warehouse over 200,000 square feet being subject to specific rules. Additionally, changes have occurred to the City's codes and design standards that were not adopted when the ordinance was initially adopted. Some of those elements are also captured in the proposed revisions. Based on staff discussions, the proposed ordinance provides the same level of protection for local communities.

Commissioner Kirkpatrick asked staff to address access to the areas allowing the uses as the area north of 83rd Avenue is on Center Street off Tumwater Boulevard. That access would discourage trucks traveling along Kimmie Street. The area near 93rd Avenue would require the developer to construct frontage improvements. Manager Medrud reported that the

**TUMWATER PLANNING COMMISSION  
MINUTES OF MEETING  
May 22, 2018 Page 8**

property located on the northeast side of 93rd Avenue and east of Interstate 5 would have access off 93rd Avenue, and for those properties abutting existing single-family residential, access would not be allowed near the residential properties.

**MOTION:** **Commissioner Goldenberger moved, seconded by Commissioner Zitny, to recommend the City Council approve Ordinance No. O2017-023, Warehouse Distribution Standards as presented.**

**WORKSESSION:**

**SIGN CODE  
REVIEW –  
ORDINANCE  
O2017-007:**

Planner Ginther reviewed the results of the sign survey distributed by the Thurston County Chamber of Commerce and the Tumwater Area Chamber of Commerce. The responses from Tumwater mirror the results of the other districts.

Commissioner Kirkpatrick commented that the 17 local responses do not provide much information to the Commission.

Commissioner Hansen noted that most of the respondents believe temporary signs are extremely important but not as effective. Perception and reality appear to conflict, which points to the need for additional education.

Planner Ginther added that the chambers did not include a designator for the type of business.

The Commission agreed to schedule a public hearing on June 26, 2018.

Commissioner Kirkpatrick asked whether the Commission would receive recommendations for the public to address. Manager Medrud asked the Commission to review the information contained in the staff report and assist staff in establishing reasonable timeframes for temporary signs. The Commission should be prepared to discuss a range of options prepared by staff. Commissioner Kirkpatrick inquired about the status of follow up with the City of Attorney on the option of asking the chamber to designate the timeframe for displaying temporary signs. Manager Medrud advised that the decision should be rendered by the City.

The Commission agreed to review suggested language presented by staff at the next meeting prior to the public hearing on June 26.

**WORKSESSION:**

**PARK FEE IN LIEU  
OF (FILO) –  
ORDINANCE NO.**

Manager Medrud reported that based on the last discussion, staff provided additional information on what is included in the Citywide Design Guidelines. Commissioners were referred to current regulations

**TUMWATER PLANNING COMMISSION  
MINUTES OF MEETING  
May 22, 2018 Page 9**

**O2018-002:** addressing site planning for multi-family development and current design guidelines, as well as current guidelines for cottage development and design standards for single-family development. The background information provides a better understanding of the City's current requirements. The purpose of the proposed ordinance is to narrow the applicability of fee in lieu of for parks by requiring the construction of facilities.

Manager Medrud referred to a series of color-codes maps depicting the zoning areas for medium and high density multi-family development, existing school facilities, existing parks, and walkable areas to afford a better understanding of where FILO should be applied or where FILO would be inappropriate to apply.

Discussion ensued on several areas in the City zoned for multi-family development. Manager Medrud shared another larger map and identified an area of multifamily zoning along Henderson Boulevard.

The Commission agreed to schedule another worksession on the proposed ordinance during the June 12 meeting.

**WORKSESSION:**

**SHORELINE  
MASTER  
PROGRAM  
AMENDMENTS –  
ORDINANCE NO.  
O2018-001:**

Planner Ginther reported the request is to schedule an open house on proposed changes to the Shoreline Master Program at the Commission's June 26 meeting beginning at 7 p.m.

**MOTION:**

**Commissioner Goldenberger moved, seconded by Commissioner Hansen, to schedule an open house on the Shoreline Master Program update at 7 p.m. on June 26, 2018. Motion carried unanimously.**

**ADJOURNMENT:**

**Commissioner Goldenberger moved, seconded by Commissioner Hansen, to adjourn the meeting at 8:16 p.m. Motion carried unanimously.**